

Wylie Animal Shelter Advisory Board Regular Meeting

July 12, 2023 – 6:00 PM

Council Chambers - 300 Country Club Road, Building #100, Wylie, Texas 75098



CALL TO ORDER

INVOCATION

COMMENTS ON NON-AGENDA ITEMS

Any member of the public may address Board regarding an item that is not listed on the Agenda. Members of the public must fill out a form prior to the meeting in order to speak. Board requests that comments be limited to three minutes for an individual, six minutes for a group. In addition, Board is not allowed to converse, deliberate or take action on any matter presented during citizen participation.

REGULAR AGENDA

- [1.](#) Consider and act upon an Animal Shelter Advisory Board Chair appointment for a term ending June 2024.
- [2.](#) Consider and act upon an Animal Shelter Advisory Board Vice Chair appointment for a term ending June 2024.
- [3.](#) Consider and act upon the Animal Shelter Advisory Board minutes of April 12, 2023.
- [4.](#) Consider and place on file the 2023 second-quarter statistical information for shelter operations.

WORK SESSION

[WS1.](#) Discuss the status of the Board's recommendations related to current and future facility needs.

ADJOURNMENT

CERTIFICATION

I certify that this Notice of Meeting was posted on July 07, 2023, at 5:00 p.m. on the outside bulletin board at Wylie City Hall, 300 Country Club Road, Building 100, Wylie, Texas, a place convenient and readily accessible to the public at all times.

Stephanie Storm, City Secretary

Date Notice Removed

The Wylie Municipal Complex is wheelchair accessible. Sign interpretation or other special assistance for disabled attendees must be requested 48 hours in advance by contacting the City Secretary's Office at 972.516.6020. Hearing impaired devices are available from the City Secretary prior to each meeting.

If during the course of the meeting covered by this notice, the Board should determine that a closed or executive meeting or session of the Board or a consultation with the attorney for the City should be held or is required, then such closed or executive meeting or session or consultation with attorney as authorized by the Texas Open Meetings Act, Texas Government Code § 551.001 et. seq., will be held by the Board at the date, hour and place given in this notice as the Board may conveniently meet in such closed or executive meeting or session or consult with the attorney for the City concerning any and all subjects and for any and all purposes permitted by the Act, including, but not limited to, the following sanctions and purposes:

Texas Government Code Section:

§ 551.071 – Private consultation with an attorney for the City.

§ 551.073 – Discussing prospective gift or donation to the City.

§ 551.076 – Discussing deployment of security personnel or devices or security audit.



Animal Shelter Advisory Board

AGENDA REPORT

Department: Animal Services

Account Code: _____

Prepared By: Shelia Patton

Subject

Appointment of Chair

Recommendation

Consider and act upon an Animal Shelter Advisory Board Chair appointment for a term ending June 2024.

Discussion



Animal Shelter Advisory Board

AGENDA REPORT

Department: Animal Services
Prepared By: Shelia Patton

Account Code: _____

Subject

Appointment of Vice Chair

Recommendation

Consider and act upon an Animal Shelter Advisory Board Vice Chair appointment for a term ending June 2024.

Discussion



Animal Shelter Advisory Board

AGENDA REPORT

Department: Animal Services
Prepared By: Shelia Patton

Account Code: _____

Subject

Consider and act upon Animal Shelter Advisory Board minutes of April 12, 2023.

Recommendation

Motion to approve Item as presented.

Discussion

The ASAB met on April 12, 2023. The attached minutes are submitted for approval.



Animal Shelter Advisory Board

Minutes

Regular Meeting

April 12, 2023 – 6:00 pm

Wylie Municipal Complex – Council Chambers

300 Country Club Road, Bldg. 100

Wylie, TX 75098

CALL TO ORDER

Announce the presence of a Quorum.

Dr. Brad Abraham called to order the Animal Shelter Advisory Board meeting at 6:04 pm. Board members present Shelia Patton, Amber Porter, Jeff Forrester, and Susan Cranford. Quorum is present.

Staff Liaison Lt. Matt Miller is absent.

INVOCATION

The invocation was given by Jeff Forrester.

CITIZENS COMMENTS ON NON-AGENDA ITEMS

Residents may address Council regarding an item that is not listed on the Agenda. Residents must fill out a non-agenda form prior to the meeting in order to speak. Council requests that comments be limited to three (3) minutes. In addition, Council is not allowed to converse, deliberate, or take action on any matter presented during citizen participation.

REGULAR AGENDA

1. Consider and act upon the Animal Shelter Advisory Board minutes of February 8, 2023. (ASAB Chair)

Board Action

A motion was made by Jeff Forrester to accept the Animal Shelter Advisory Board minutes of February 8, 2023, as presented. Amber Porter seconded to accept the Animal Shelter Advisory Board minutes of February 8, 2023, as presented. A vote was taken, and the motion passed unanimously.

2. Consider and act upon updates to current Animal Shelter Advisory Board Bylaws and Rules of Procedure to reflect updates by city ordinance. (ASAB Chair)

Board Action

A motion was made by Jeff Forrester to accept and place on file the Animal Shelter Advisory Board Bylaws and Rules of Procedure, as presented. Susan Cranford seconded to accept and place on file the Animal Shelter Advisory Board Bylaws and Rules of Procedure, as presented. A vote was taken, and the motion passed unanimously.

Amber Porter had a question about her term expiring this year and not next year.

Shelia Patton stated that we changed the ordinance as suggested by the board to stagger the terms so they expire at different times. So, you are on your first term, and that term expires this year.

3. Consider and place on file the 2023 first-quarter statistical information for shelter operations. (ASAB Chair)

Board Action

A motion was made by Jeff Forrester to accept and place on file the 2023 first-quarter statistical information for shelter operations, as presented. Amber Porter seconded to accept and place on file the 2023 first-quarter statistical information for shelter operations, as presented. A vote was taken, and the motion passed unanimously.

Shelia Patton stated that we are going to be collecting numbers for TNR by PD zones. We also still need to contact rescue groups and mobile home parks to collaborate with their TNR programs as well.

Jeff Forrester said he likes the idea of using the PD zones for continuity. He would like to number of animals released added to this report. Also, in front of the council several months ago, citizens were concerned about the colonies being monitored and controlled, and I think showing information would help people understand that we are paying attention and that there is a program in place to help mitigate the feral cat issue.

Amber Porter asked if we have enough equipment.

Shelia Patton said we currently have enough equipment, but we have requested more funds in case we require more equipment. It is more about obtaining the appointments for sterilization. We are currently building a rapport with the vets for a standing appointment. The program is new, but I know that it's going to work, and we're very positive about that, and it will help maintain a healthy population.

WORK SESSION

WS1. Discuss the status of the Board's recommendation related to the Request for a Proposal for a shelter needs assessment study.

Shelia Patton reported that a request for a mid-year budget amendment for the RFP was not submitted. It was recommended that we request it for our regular budget.

ADJOURNMENT

Motion was made by Amber Porter and seconded by Shelia Patton to adjourn the meeting. With no further business before the board, the board's consensus was to adjourn at 6:17 pm.

ASAB Chair

ATTEST:

Shelia Patton, ASAB member



Animal Shelter Advisory Board

AGENDA REPORT

Department: Animal Services

Account Code: _____

Prepared By: Shelia Patton

Subject

2023 second-quarter statistical information for shelter operations

Recommendation

Consider and place on file the 2023 second-quarter statistical information for shelter operations.

Discussion

Animal Shelter Advisory Board Report

April thru June 2023

	Dogs	Cats	Others	Total
Impounds	142	64	116	322
Owner Surrender	5	1	0	6
Stray	88	38	39	165
Quarantine	23	4	0	27
Safe Keeping	10	0	0	10
DOA	7	19	51	77
Trapped by resident	0	2	26	28
Born at Shelter	9	0	0	9

Dispositions	Dogs	Cats	Others	Total
Return to Owner	92	3	4	99
Adopted	22	16	2	40
Rescued	1	7	18	26
Euthanized	5	11	6	22
Other	1	1	34	36

Euthanasia Reason

Behavioral	2	0	0	2
Medical	0	10	3	13
Policy- H.R.R.C	3	1	3	7
Wild Animal	0	0	0	0

Euthanasia for dogs 3.36%

Euthanasia for cats 22.45%

Euthanasia for dogs & cats total 8.08%

Dogs at facility at end of report: 28

Dogs at facility at beginning of report: 14

Cats at facility at end of report: 11

Cats at facility at beginning of report: 4

1 rabbit

Euthanasia Rate for Facility April 1, 2023 thru June 30, 2023: 8.08%

Euthanasia Rate for Facility January 1, 2023 thru June 30, 2023: 6.23%

Animal Shelter Advisory Board Report TNR

April thru June 2023

Impounds

Trapped	3
---------	---

Dispositions

Euthanized	1
Released	2
Other	0
Total	3

Euthanasia Reason

Behavioral	0
Medical	1
Policy- H.R.R.C	0
Wild Animal	0
FeLV	0

EU: TNR Caretaker assistance District 7

Head Trauma



Animal Shelter Advisory Board

AGENDA REPORT

Department: Animal Services
Prepared By: Shelia Patton

Account Code: _____

Subject

Facility Update

Recommendation

Discussion

Discussion

Discuss the status of the Board's recommendations related to current and future facility needs.