

FLOWER MOUND ANIMAL SERVICES BOARD MEETING OF MAY 31, 2011.

THE FLOWER MOUND ANIMAL SERVICES BOARD MEETING HELD ON THE 31st OF MAY 2011 IN THE FLOWER MOUND TOWN HALL, LOCATED AT 2121 CROSS TIMBERS ROAD IN THE TOWN OF FLOWER MOUND, COUNTY OF DENTON, TEXAS AT 6:30 P.M.

The Animal Services Board met in a regular session with the following members present:

Cathy McKaige Chair

Christine Hastings Vice Chair

Mary O'Meara Member

John Harvey Member

Constituting a quorum with the following member of the Town staff participating:

Trae Malone Animal Services Officer

A. CALL TO ORDER

Chair Cathy Mckaige called the animal services Board meeting to order at 6:55 P.M.

C. PUBLIC PARTICIPATION

None

D. CHAIR/ BOARD MEMBER ANNOUNCEMENTS

Member O'Meara gave a reminder that the Humane Society of Flower Mound will be hosting Fido Fest on Saturday June 18 which is open to everyone from 9:00 am to 2:00 pm at Westchester park.

Vice Chair Hastings also added that at Fido Fest, Animal Services will be offering free registration so if visitors will bring their proof of Rabies Animal Services will issue a town tag free of charge.

E. REGULAR ITEMS

1. Consider approval of the minutes from a regular meeting of the Animal Services Board held on February 22, 2011.

A motion was made by John Harvey and seconded by Mary O'Meara to accept the minutes as written.

Ayes : Harvey, Hastings, O'Meara **Nays : 0**

2. Consider approval of the minutes from a work session meeting of the Animal Services Board held on April 19, 2011.

A motion was made by Member O'Meara to approve the minutes and seconded by Member Harvey

Ayes : Harvey, Hastings, O'Meara **Nays :** 0

3. Shelter Statistics

Vice Chair Hastings discussed the quarterly adoption report. She explained that in the last three months the animal shelter adopted out 105 animals. One died and one ran away before their contract was fulfilled. However all other animal adoption contracts were fulfilled.

Chair McKaige added that she believes that the statistics are good to have but would also like to see the total number of calls. Vice Chair Hastings pointed out where the calls were listed on the statistics for Ms. McKaige to see.

Member O'Meara stated there was a jump in calls from February to March and April and asked Vice Chair Hastings why she thought that was. Vice Chair Hastings stated that as the weather warms up the wildlife gets more active. Ms. McKaige also said it also could be attributed that there are fewer number of days in the month of February than there are in March and April and we had the ice storms that closed down the town. Vice Chair Hastings added that last year Animal Services completed about 5500 calls for the year of 2010.

4. Water bill insert ideas

Chair McKaige asked if Vice Chair Hastings knew yet what month was designated to Animal Services to send out information in the water bill. Vice Chair Hastings explained that departments no longer have designated months. If Animal Services wanted to put something in the water bill they could as long as there was space. However, if there was not space it would have to wait until the following month. Vice Chair Hastings asked if the board had any ideas for water bill inserts besides the traditional registration and importance of spaying and neutering.

Member O'Meara had an idea of putting something in there that kids could color and maybe make it a coloring contest. The pictures could be displayed at the shelter or maybe even at Town Hall. The council members or local vets could vote on the pictures and the winner could name a litter of puppies. This could help to get people more knowledgeable about the shelter and encourage them to go visit the shelter. The pictures could also be put up on FMTV. Vice Chair Hastings expressed she liked these ideas and it is a good way to get the kids involved rather than just putting out information.

Chair McKaige suggested framing the winning pictures to be placed up at the adoption center for a period of time.

Member Harvey suggested putting in information about encouraging pet owners to get the rattlesnake vaccine. He said it works well for other poisonous snakes as well, however it's not a cure, it just gives the owner more time to get the dog to the vet. The animal will still need treatment however. Chair McKaige asked if there were issues with very young or old animals receiving this vaccine. Member Harvey said it's more of an issue with not giving it with other vaccines to avoid a vaccine reaction because it is a strong vaccination.

Chair McKaige asked when that kind of reminder should go in. Member Harvey stated probably February and March when the weather starts warming up.

5. Collection of contract information regarding the Shelter and Mass Care Plan for Flower Mound in conjunction with animal care during a disaster situation

Chair McKaige inquired to Vice Chair Hastings that she knew Vice Chair Hastings was going to be teaching a segment of the emergency course and wanted to know how it went. Vice Chair Hastings explained that the course she taught was for CERT and it was the first time the animal module was introduced in this class. Vice Chair Hastings stated that the class went well besides being nervous at first. She really got into the dog behavior section as that is what is exciting to her. She would like to add to the class is how to give a proper description of the animals as people don't always know what they are looking at. Vice Chair Hastings added that if she could help people recognize the differences in how they look it would better help locate the owners of lost animals in an emergency situation.

Chair McKaige asked if it seemed like if there was an emergency is there going to be an animal person with the team as it goes out or is it going to be a call in as needed basis. Vice Chair Hastings explained that she thinks it will be in an as needed basis. The point is to explain to the CERT members what to do if they are faced with a dog and to know what they are seeing. This is more to document information where it is and its location to give back to the people more experienced with handling animals and notify them where the animals are and what they will be faced with when they get out there.

Chair McKaige explained that she knows the board is gathering contact information for disaster plan but she is having a little trouble with it. She asked that when it is all put together if it will be put on the website that Animal Services has "x" number of resources in case of a disaster. Vice Chair Hastings stated that she did not think that would happen. She explained that there was no guarantee that these contacts would be available to home any animals as they may be in as much trouble as the people are who were in the disaster. Chair Hastings explained what they are looking for is contacts for possible places to foster the animals in the event that the Animal Adoption Center is full or unable to take animals

they will have other contacts to give people that might be able to help at that time.

6. Discuss several sections of the Animal Adoption Center's updated Standard Operating Procedures draft

Vice Chair Hastings asked for the Board to primarily look at the Table of Contents to see if there were any topics they thought should be added. Member O'Meara commented that she agreed with Chair McKaige that page numbers should be added.

Vice Chair Hastings stated that she would like to add information about the required training for the Animal Services Officers.

Chair McKaige asked Vice Chair Hastings if she had a business recovery plan that we are apart of if something happens and Town Hall is Destroyed or Animal Services is destroyed. Is there a hierarchy or instructions on what people are supposed to do?

Vice Chair Hastings explained that that is something that would be in the disaster plan but there is a hierarchy of who to go to for instructions if a disaster were to occur.

Chair McKaige asked what it would take to get the SOP's in place? Vice Chair Hastings explained that it would next go to her supervisor, Director of Support Services at the Police Department. It will have to be looked over to make sure it does not conflict with any of the Town's Policies, Ordinances, or the Police Administrative Directives.

Member O'Meara suggested that Chapter 9 be re-titled as the current title is so graphic. Vice Chair Hastings stated that it could be changed to Rabies Submittal procedures.

7. Fundraising ideas

Vice Chair Hastings explained that it might be a good idea to have a garage sale. Chair Mckaige stated that we could collect items for animals to have in the garage sale.

Member O'Meara stated that some restaurants will donate a night to an organization and a percentage of the sales are donated to them.

Member O'Meara stated that at the Humane Society they host car washes and they seem to bring in a lot of money. Chair Mckaige stated that maybe we could do a dog wash.

8. Location of new leash law posting

Chair Mckaige stated that we should add the new location into the water insert bill.

Vice Chair Hastings went over that the Animal Services Officers are patrolling all the parks and handing out the new ordinance information and informing the citizens.

Vice Chair Hastings explained that you can go onto the Town website and under ordinances and on the first page it goes over amended ordinances. The new amended ordinance is 66-10 amending Ch. 6 Animals. The Town updates any changes on ordinances once a year, and once the Municode is updated it will be posted under chapter 6. Animals.

Member O'Meara stated that maybe Animal Services could send a blast email out to all the home owner associations about the ordinance change. Vice Chair Hastings explained that the Mayor had met with the presidents of the home owners associations and at that Vice Chair Hastings was there and was able to talk about the new ordinance.

Vice Chair Hastings went over the new leash law, and stated that you can no longer use immediate and effective control and now you have to have your dog on a leash at all times other than confined by a house, fence, or electric fence.

9. Discuss and consider proposed ordinance change to the Animal Services Board's Powers and Duties.

Chair McKaige explained that she will give a recap of what is going on with this proposal for the public to hear. She explained that it is being proposed to change the organization of the Animal Services Board and a little bit in the powers and duties. The highlights are that the board shall consist of 5 members and 2 alternates. She explained that the current board does not have alternates. So this will allow for two extra folks that will attend each meeting and will only vote if one of the members is not available and ensure that a quorum is present. It recaps that the board will be composed of one licensed veterinarian, one county or municipal official, one person whose duties include the daily operations of the animal shelter, one representative from an animal welfare organization, and one citizen at large position. The two citizen at large alternate positions will be appointed. Chair McKaige went on to read the rest of the proposed ordinance changes as written.

Member O'Meara wanted confirmation that this proposal had gone to the Town Attorney for review. Chair McKaige explained that it was sent to the Town Attorney through Vice Chair Hastings.

Member Harvey moved and Member O'Meara seconded that the board vote to bring the ordinance changes to Town Council as a request for them to make the changes that they prescribe. Chair McKaige called for a vote.

Ayes : Harvey, O'Meara **Nays :** Hastings

F. COORDINATION OF CALENDERS

The next meeting is scheduled for October 25, 2011

G. FUTURE AGENDA

1. Discuss again the collection of contact information for the disaster plan.
2. Fundraiser ideas
3. Shelter Statistics
4. Water bill ideas
5. Tux's and Tails Fundraiser report from the Humane Society of Flower Mound

H. ADJOURNMENT

The meeting was adjourned at 7:55 P.M.

TOWN OF FLOWER MOUND, TEXAS

Christine Hastings, Town Representative

ATTEST:

Trae Malone, Secretary