

**Animal Advisory Commission  
Regular Meeting**

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**FINAL MINUTES**

2016 MAY 26 PM 4:38

**Meeting Date:** March 17, 2016  
CITY SECRETARY  
DALLAS, TEXAS

**Convened:** 1:31 pm**Adjourned:** 3:37pm**Members Present:**

Peter Brodsky, Chair  
Maeleska Fletes, Vice Chair  
Christopher Watts  
Molly DeVoss  
Karen Kennedy  
Sandra Luhning  
Jody Jones  
Deanna Saucedo  
Ryan McComber  
Jean-Paul Bonnelly  
Judith Burnett  
Patti Cody  
Teresa Gubbins

**Members Absent:****Briefing Presenters:**

Peter Brodsky, AAC Chair  
Janette Weedon, Asst. Director, Code  
Compliance  
Catherine McManus, DAS Operations  
Manager  
Teisha Hood, DAS Volunteer Coordinator II

**Staff Present:**

Jody Jones, Catherine McManus, Rita Hammelman, Lorri Ellis, Janette Weedon, Teisha Hood

**Guests:**

Diana Rowden, Fran Gaconnier, Carla Adkins

**AGENDA:****1. Call to Order**

Presenter(s): Peter Brodsky  
Information Only:

Thank you to Patti Cody for the St. Patrick's Day goodies.

T-shirts were presented to Commission to celebrate DAS's live release rate of 70% for January and February.

Ryan McComber was introduced as the new District 10 commission representative.

Commission email addresses should be ready week of March 21.

**2. Approval of 1/21/16 and 2/18/16 Minutes**

**Action Taken Committee Recommendation(s):** A motion was made to approve the minutes as written.

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### 3. FY 16/17 Budget Update

Presenter(s): Janette Weedon

Information Only:

Overview of budget process:

- The Office of Financial Services prepares a price of government (POG) number for each general fund department.
- This year all departments were asked to reduce their budget by 7%.
- DAS requested reduction for FY16/17 was \$709,318.
- 3 category of bids: Base, Maintain and Enhancement
  - Base bid is POG number
  - Maintain bid would restore the reduction – DAS's would restore the \$709,318.
  - Enhancement bids provide a new service or increase service levels
- DAS bids are:
  - Base bid is \$10,195,378 and would eliminate the Southern Dallas Initiative program.
  - Maintain bid is \$709,318 and would restore the Southern Dallas Initiative program.
  - Enhancements requested are:
    - Overtime funding for on-call emergency response for \$42,100
    - Southern Dallas outreach events (7 events) for \$25,000
    - Transfer partner stipends for \$25,000
    - Landscaping (install low maintenance plants) for \$275,000
- The FY16/17 budget development schedule is available at:  
<http://dallascityhall.com/government/Pages/Council-Briefing-2015-2016.aspx>

**Action Taken Committee Recommendation(s):** N/A

### 4. Strategic Plan Update

Presenter(s): Peter Brodsky

Information Only:

Mr. Brodsky provided an update on the strategic plan:

- Recommends an outside independent firm of national repute partner with DAS.
- Researching cost and prospective firms, and seeking private funding.
- Plan would take approximately 3 months to develop to include goals and strategies to meet them, structure of DAS, and placement of DAS in the City's structure.
- Collect input from City and the public.

**Action Taken Committee Recommendation(s):** N/A

### 5. Volunteer Program

Presenter(s): Teisha Hood

Information Only:

Ms. Hood presented an overview of the volunteer program.

- Individuals must be 18+ or accompanied by an adult at all times.
- Program established at main shelter and at PetSmart Everyday Adoption Center.
- Includes community outreach opportunities for volunteer recruitment.
- Collaborating with Library and Parks and Recreation departments.

DAS volunteers since launch:

- 663 combined hours (includes partnership with DCAP and Volunteer Now)
- 28 ongoing volunteers
- 189 ongoing volunteer hours
- 172 group volunteers
- 473.5 group volunteer hours

**Action Taken Committee Recommendation(s):** N/A

### 6. Animal Services Manager's Report

Presenter(s): Catherine McManus

Information Only:

A briefing of DAS operations, priorities and accomplishments was presented. Some of the highlights included the following for January and February 2016:

- Community outreach and training: 5 career/health fairs, 1 Crime Watch, Chameleon Interface Training, City Attorney's Mock Trial for Officers Training, DPD Horse Handling Training, New Hire Academy for 6 new employees, Officer Basic Certification Training with Texas Dept. of Health and Human Services, 4H Meeting.
- Medical update: 1,774 spay/neuters in house/facilitated, 74 cruelty exams, 18 animals x-rayed and monthly vaccine clinic partner initiatives continue.
- Field Services: Court case with DA, suspect pled 6 years, large scale seizure of 100 dogs and 8 horses, targeted Initiative ongoing in districts 5 and 8, Civil Citations ongoing.
- Placement Results for January were 1,199 live releases resulting in a 67.4% live release rate for all animals. In February there were 1,308 live releases resulting in a 69.9% live release rate for all animals. Record highs in adoptions and transfers. Record low in humane euthanasia.
- Top placement partners for January and February 2016: Rockwall Pets, Road Trip for Paws, Operation Kindness, Dallas Pets Alive, Second Chance SPCA and DFW Rescue Me.
- Chameleon is now being used as the 311 dispatching tool and interfaces with the CRMS system. The reporting part of the project is now being done.
- Full technology assessment initiated and underway as of March 16.

- Service requests are defined on the monthly fact sheet by call type. New call types have been added to better define the call and help our officers triage the calls.
- Grant funding or private funding being sought to continue the Trap, Neuter and Release (TNR) program for community cats. Current grant for TNR ends in May.
- Hiring update: YTD 28 filled vacancies in key positions such as Animal Service Officers, Animal Keepers and Crew Leads. Only 4 vacancies in key areas remain open.
- Southern Dallas Initiative leadership positions being filled by temporary employees while City hiring process is completed. Animal Service Officers are on board.
- Southern Dallas Initiative programs will launch on time. Community partnerships providing resources were formed during the targeted initiatives and will continue to support the Southern Dallas Initiative programs.

**Action Taken Committee Recommendation(s):** N/A

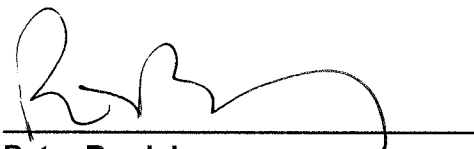
**7. Public Comments**

Diana Rowden, Big Fix for Big D (BFBD) Project Manager, District 11. Stated that there were many factors in the funding reduction in the BFBD program was not just the because of the intake statistic. There were many factors that impacted the BFBD funding overall such as a large funder's complete corporate change after being sold.

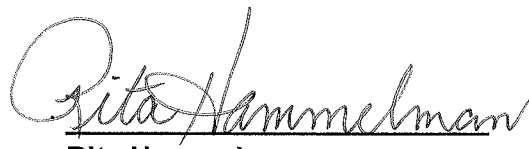
**Action Taken/Committee Recommendation(s):** N/A

**8. Next Meeting**

Date for next meeting in May will be changed. Members will be notified when meeting is scheduled.



**Peter Brodsky**  
Animal Advisory Commission Chair



**Rita Hammelman**  
Coordinator III