

Animal Advisory Commission
Special Meeting

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FINAL MINUTES

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Meeting Date: January 21, 2016

Convened: 1:32 pm

Adjourned: 3:31 pm
DALLAS, TEXAS

Members Present:

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

Members Absent:

Briefing Presenters:

Kris Sweckard, Code Compliance Director
Jody Jones, DAS Senior Program Manager
Catherine McManus, DAS Operations
Manager
Esteban Rodriguez, DAS Manager

Staff Present:

Jody Jones, Catherine McManus, Rita Hammelman, Lorri Ellis, Kris Sweckard

Guests:

Fran Graconnier, Charlie Howell, Conor Shine, Deborah Rodriguez, Arnold Lester, GERALYA DAVIS

AGENDA:

1. Call to Order

Presenter(s): Peter Brodsky
Information Only:

AAC members and the public need to find a better and different way to communicate with each other. Some of the facebook activity is counter-productive to improving relations between DAS and the community. Both sides need to be able to discuss the issues and work together on solutions.

2. Approval of November 12, 2015 Minutes

Correction to the minutes – Page 4, Hiring. The 's' is missing from the word applications.

Action Taken Committee Recommendation(s): A motion was made to approve the minutes. Item passed unanimously.

3. Desirable Data Reporting Metrics

Presenter(s): Peter Brodsky
Information Only:

This is an open discussion on the data we should be tracking and reporting. Also, what data should DAS be reporting that would reduce the number of open record requests DAS receives.

- A brief history of the metrics that DAS releases was given. DAS first focused on reporting shelter statistics, then moved on to field reporting. Regarding open record requests, they are generally requesting more documentation on a specific item.
- Big Fix for Big D – PetSmart did not participate as a funder because community zip code data was not available and so much negative attention in Dallas at this time.
- Zip code data important in identifying 'hot spots'.
- Chameleon interface with 311/CSR system scheduled to implement on January 28. Interface will allow officers to compare data between the two databases in the field. Will also provide more detailed information for reporting purposes.
- On open records requests – estimated time spent on a request will vary from 30 minutes to 8 hours or more.
- DAS responds to 6 to 17 open records requests per month. DAS has had to allocate resources to these requests. Time consuming requests generally request items that would not be published as statistics.
- DAS is currently working on updating our website to post additional statistic information on.

Action Taken Committee Recommendation(s):

1. Commission asked to report back if their constituents are requesting specific types of data be reported.

4. Creation of the Civil Citation Process

Presenter(s): Kris Sweckard
Information Only:

Kris Sweckard gave an update on Civil Citations.

- Process is 80-85% done. Pilot will launch in February.
- Steps completed are:
 - Accounting system to track.
 - Courts – offense codes set up.
 - Training of 7 officers in January.
- Benefit of civil citations – leave citation on door or mailed.
- Rollout will be limited to test the system.
- Fines go into the Animal Welfare Fund.

Action Taken Committee Recommendation(s): N/A

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5. 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 November and December 2015:

- Community outreach and training: 7 career/city events, K-9 Encounter Training, New Hire Academy for 10 new employees, Dog Body Language Essentials and Large Animal Technical Rescue Training.
- Medical update: 1,875 spay/neuters in house/facilitated, 17 cruelty exams, and monthly vaccine clinic partner initiatives continuing.
- Field Services: ongoing training for new officers, Pets for Life program.
- Placement Results for November were 1,272 live releases resulting in a 59.5% live release rate for all animals. In December there were 1,370 live releases resulting in a 65.5% live release rate for all animals.
- Top placement partners for 2015: Rockwall Pets, Operation Kindness, Dallas Pets Alive, Road Trip for Paws, Second Chance SPCA.

Action Taken Committee Recommendation(s): N/A

6. Citywide Hiring Project

Presenter(s): Jody Jones
Information Only:

Update provided on DAS hiring:

- Hired 27 of the critical positions. 7 remain to be filled.
 - Participated in 2 job fairs
 - 530 applications reviewed
 - 59 interviews
- Creating career ladders in DAS staffing structure.
- Updating our position descriptions.

Challenges to the launch of Southern Dallas Initiatives April 1 will be finding people to fill the higher level positions, such as Managers and Coordinators. Meeting scheduled with Civil Service to review hiring. Challenges to finding people for these positions is the passion and fortitude it takes to deal with the animal issues in the City and where we are in our relationship with animals.

Southern Dallas Initiatives are moving forward and the April 1 launch will go forward.

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

7. Targeted Initiative Update

Presenter(s): Esteban Rodriguez
Information Only:

Overview on the progress of the targeted Southern Dallas Initiatives:

District 4 – November target

- Education
 - 828 households visited
 - 311 actual contact made with citizen
 - Information on ordinance compliance, low cost vaccine clinics and spay/neuter
- 55 animals impounded, 148 violation notices and 39 citations issued
- Spay/neuter event on 11/17 – 30 animals sterilized
- Follow-up through 1/21/16
 - 83 violation notice follow-up
 - Resulting in 44 additional citations issued
- Customer Survey responses indicate positive results

District 3 – December target

- Education
 - 607 households visited
 - 284 actual contact made with citizen
- 43 animals impounded, 215 violation notices and 35 citations issued
- Spay/Neuter event on 12/30 – 33 animals sterilized
- Customer Survey responses indicate positive results

Action Taken/Committee Recommendation(s):

Commission requested breakdown of impounded animals by age and breakdown of live outcomes including field RTO.

8. Public Comments

The following citizens stated their full name, address, and raised their concerns:

Arnold Lester, Highland Park – Raised his concern that DAS has not been audited in over a decade per a Dallas Observer article.

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

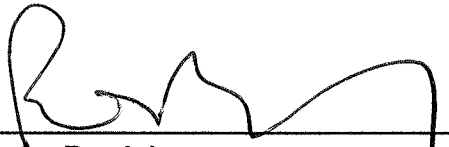
9. Other Business

Email addresses specifically for commission business issued by the City is possible. Majority of Commissioners approved. Mr. Sweckard will work with CIS to obtain domain name.

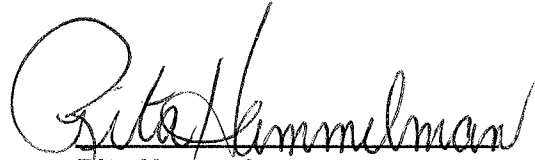
Ms. DeVoss asked that the June 9 commission meeting be moved to May 19. Motion made and approved.

10. Next Meeting

The next scheduled meeting will be the Commission Retreat held on February 18, 2016 beginning at 9:30 am at the Dallas Arboretum.



Peter Brodsky
Animal Advisory Commission Chair



Rita Hammelman
Coordinator III