

City of Rowlett
Regular Meeting
Animal Shelter Advisory Board
Tuesday, February 8, 2011
City Hall Conference Room
4000 Main Street, Rowlett, Texas

Meeting Minutes

- I. Call to order
Chairman, Dr. Lori McKelroy called to order the regular meeting of the Rowlett Animal Shelter Advisory Board at 7:30 pm on Tuesday February 8, 2011. The roll call was conducted via sign in sheet. The following members were present: Dr. Lori McKelroy, Katherine Rinz, Jeri Fontenot, Nancy Petty, Leigh Culver, Tim Pace, Chief Matt Walling, Lt. Marvin Gibbs, Joe Tilger, Council Member Donna Davis, and Jeff Ochsner.
- II. Consider approving the minutes from the January 13, 2011 meeting.
The Minutes from the January 13, 2011 meeting were passed out and board members were given time to review them. The Chairman opened the floor comments or questions and none were made. Dr. McKelroy called for a motion to accept the Minutes as written. The motion was made by Ms. Fontenot and seconded by Ms. Rinz. The motion was passed with none opposed.
- III. Background presentation of Animal Shelter Operations to Animal Shelter advisory Board Members from Joe Tilger. The Chairman opened the item for discussion. Mr. Tilger gave a 30 minute presentation of the objectives and philosophies of the Animal Shelter regarding citizens and animals. Dr. McKelroy closed the item from discussion and moved on to the next item.
- IV. Discussion of City Council's Charge to the Animal Shelter Advisory Board.
The Chairman opened the item for discussion and Chief Walling handed out a draft of plan assembled by staff to assist in answering Council's charge timely. Chief Walling proceeded to walk the board through draft as follows:

ANIMAL SHELTER ADVISORY BOARD
SUGGESTED PLAN OF ACTION FOR ADDRESSING COUNCIL CHARGE

March:

Review ordinances to be fully in compliance with state law (sole agenda item).

1. David Berman to present state law.
2. David Berman to answer questions asked by Board related to law.
3. Judge/prosecutor present issues from a judicial perspective.
4. Each law – evaluate whether it is okay as is or identify for further evaluation. If further evaluation is required, specify why.
5. Prior to concluding discussion, is additional information and/or are more resources needed to fulfill this specific charge?

Hand-Outs/Deliverables:

1. PowerPoint Presentation.
2. State law as written.
3. City of Rowlett Code of Ordinances, as adopted.

April:

Determine "best practices" that are used at other animal shelters (sole agenda item).

1. Review Operational Review by John Teel/Pat Fowler.
2. Review Plan of Action from Operational Review by Marvin Gibbs.
3. Is additional information and/or are more resources needed to fulfill this specific charge?
4. Identify any other "best practices" that need to be reviewed.

Hand-Outs/Deliverables:

1. Operational Review Report.
2. Plan of Action – List of Recommendations.

May:

Investigate "no kill" shelter (sole agenda item).

1. John Teel will provide presentation on:
 - a. Definition of what a "no kill" shelter entails.
 - b. Identify pros, cons, costs and other relevant information.
 - c. What the impact is of a "no kill" shelter on current operations.

June:

Follow-up on outstanding issues identified by Advisory Board

July:

Follow-up on outstanding issues identified by Advisory Board (if necessary)

August or when appropriate:

Conduct a joint meeting with City Council and Animal Shelter Advisory Board to present recommendations regarding Council charge as presented in January.

He stressed it is just a suggestion and would be glad to modify/amend it at the Board's request. The Chief also stated that staff will provide Board with the links to the municipal code for their in depth review. Mr. Ochsner made a motion to adopt the plan of action presented by the Chief in item IV. Dr. McKelroy asked if a clause would be included that it could be amended at any time which was affirmed. Mr. Pace seconded the motion. The motion was passed with none opposed. Dr. McKelroy closed the item from discussion and moved on to the next item.

V. Public announcements.

The Chairman opened the item for discussion and gave the floor to Mr. Ochsner. Mr. Ochsner reminded the Board about the Adopt-A-Than on February 19th with FRAS which will include a microchip clinic conducted by Dr. McKelroy. Ms. Fontenot stated there will be a \$100.00 gift certificate for the Silver Fox being raffled.

Lt. Gibbs asked about the time for the meetings being 7:30 p.m. Dr. McKelroy and Ms. Rinz agreed on the time after stipulating it would be on Tuesdays.

Ms. Rinz stated she is going to talk with Home Depot regarding microchipping donations and them being used by her clinic.

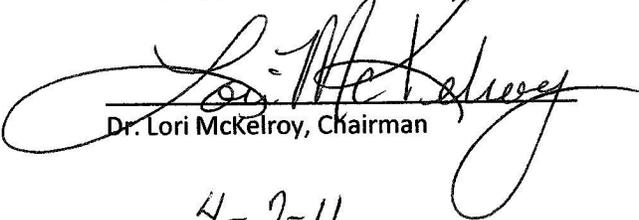
After some discussion, the Chairman closed the item from discussion and moved on to the next item.

VI. Topics for future agendas.

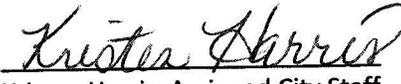
The topics are stated on the adopted suggestion plan.

VII. XI. Adjournment.

The Chairman, Dr. McKelroy called for a Motion to adjourn. The Motion was made by Ms. Rinz and was seconded by Mr. Pace. The meeting was adjourned at about 8:26 p.m.



Dr. Lori McKelroy, Chairman



Kristen Harris, Assigned City Staff

4-7-11

Date Approved