

City of Rowlett
Regular Meeting
Animal Shelter Advisory Board
Tuesday, January 12, 2016
City Hall Conference Room
4000 Main Street, Rowlett, Texas 75088

Meeting Minutes

- I. Call to order.
Trey Scott called to order the regular meeting of the Rowlett Animal Shelter Advisory Board at 7:33 pm on Tuesday, January 12, 2016. The following members were present: Trey Scott, Dawna Carabajal, and Deana Seigler. Absent members: Leslie Williams and Dr. McKelroy. Alternate member present: LaQueata Brown. City Staff present were: David Erickson, Maria Martinez, Sgt. Kevin Harrelson, Lt. Marvin Gibbs, and Jackie Lozada.
- II. Administer the "Oath of Office" to new advisory board members.
Oath was administered to Deana Seigler by Jackie Lozada.
- III. Consider approving minutes from November 10, 2015 meeting.
The Minutes from the November 10, 2015 meeting were passed out and board members were given time to review them. The Chairperson, Trey Scott, opened the floor for comments or questions. A correction was made to the minutes. Maria Martinez made a motion to approve minutes with changes discussed. Seconded by Dawna Carabajal. Motion passed.
- IV. Update from Staff on Shelter Stats.
Maria Martinez presented the shelter stats to the board (Attachment 1). Since the last meeting. Service calls declined, live pickups in December spiked because of tornado. Place rate is currently 92% and live release rate is 98%. Lt Gibbs requested that Transferred and Rescued be separated from now on. Most of the animals picked up after the tornado were redeemed. David stated that the animals that have been there longer than 10 days (after tornado) will be put up for adoption.
- V. Update and discussion from Friends of Rowlett Animals (FRAs) from offsite adoption events.
This item was tabled until next meeting in March 2016.
- VI. Discussion from Staff on upcoming February Adoptathon.
Maria Martinez stated that the next Adoptathon will be held on February 13, 2016. The Adoptathon will have a Valentine theme. FRAs helps promote the Adoptathon. Adoptions will be \$25 and will be held at the shelter. FRAs will have volunteers available to assist.
- VII. Discuss Animal Shelter disaster preparedness.
Lt. Gibbs stated that when we had the flooding earlier in 2015, the local vets were called and asked whether they would be available to house animals should the need arise. They were all prepared to take animals should it be necessary. After the tornado, several local vets reached out to the shelter to let us know that they were prepared to assist. The shelter stayed open on Sundays in order to allow people to bring in and redeem animals that were displaced

by the tornado. Volunteers showed up in abundance. The heater went out at the shelter and space heaters were purchased. A pamphlet was suggested in order to educate the public about what to do in a disaster. This brochure would be available at the shelter. Social media was also suggested as a great way to educate and disseminate information. They suggested getting together to put together a list of steps that need to be done in case of a disaster (i.e., website, video, etc.). Dawna commended the staff. It was suggested that resources outside the City should be included in the Preparedness Plan.

VIII. New Business.

Shelter staff - new Animal Control Officer should be hired in 3-4 weeks.

IX. Public Announcement

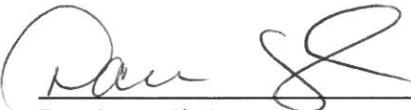
Saturday – FRAs – Adoption Event - Valley View, Dallas off Preston. Volunteers have not signed up. Dawna stated that if they have enough volunteers, the event will be held.

X. Future Agenda Topics

Pupalooza
Update from staff on shelter stats
Update on February Adoption event
FRAS offsite adoption updates (tabled from last meeting)
Animal Shelter Disaster Preparedness Plan

XI. Adjournment

The Chair called for a Motion to adjourn. The Motion was made by Dawna Carabajal and seconded by Maria Martinez. The motion passed. The meeting was adjourned at 8:25 pm.



Trey Scott, Chairperson
Dawna Carabajal, Vice
3/8/2016

Date Approved



Jackie Lozada, Assigned City Staff

City of Rowlett

Animal Services

Yearly Report

10/01/2014 - 09/30/2015

	October	November	December	January	February	March	April	May	June	July	August	September	Total YTD
Service Calls	302	210	212										724
Live Pickups	120	106	144										370
Animals Euthanized	3	1	3										7
Animals Redeemed	44	34	51										129
Humane Adoptions	54	26	57										137
Transferred/Rescued	18	26	17										61

Placement Rate 92%

Live Release Rate 98%