

THE STATE OF TEXAS

COUNTIES OF POTTER AND RANDALL

CITY OF AMARILLO

On this day of July 25, 2013, the Animal Control Board of the City of Amarillo, Texas, held a regular scheduled public meeting at City Hall, Commissioner's Chambers, at 11:00 a.m., with the following members in attendance:

VOTING MEMBERS	PRESENT TODAY	NO. MEETINGS HELD 2012-2013	NO. MEETINGS ATTENDED
Mrs. Tracy Dougherty	Yes	4	4
Ms. Sunny H. Campbell	Yes	4	4
Mrs. Brooke Reeves	Yes	4	3
Mrs. Natalie Harrison	No	4	2
Mr. Benjamin Pollard	Yes	4	4

NON-VOTING MEMBERS	PRESENT TODAY	NO. MEETING HELD	NO. MEETINGS ATTENDED
Mike McGee, Director Animal Control	Yes	4	2
Shannon Barlow, Asst. Director Animal Control	Yes	4	4
Vicki L. Covey, Division Director of Community Services	No	4	2
Deree Duke, Director Environmental Health	Yes	4	4

STAFF MEMBERS PRESENT:

Rose Marie Lomeli and Deanna Lamkin, Recording Secretaries

Also, in attendance were the following:

Jena McFall of the Amarillo Panhandle Humane Society.

Tracy Dougherty, called the meeting to order at 11:05 a.m. and established the quorum.

ITEM 1: Approval of Minutes

Tracy Dougherty called for a motion for approval of the minutes held on August 28, 2012. Motion made by Brooke Reeves, seconded by Benjamin Pollard

ITEM 2: Department Update by Animal Control Staff

- A. Data collection and reporting, Director Mike McGee updated the board stating since I/Leads interfaces with police department and dispatch, we met with IT and AECC departments on updating programs to provide us better statistical data. Also, another new version of I/Leads will be coming up in about 10 months. Tracy Dougherty asked how data was collected before I/Leads and how other agencies collected their data. Mr McGee stated other agencies use their own programs and before I/Leads we collected data by hand ticks. IT is attempting to customize those fields to be able to extract data electronically.
- B. Staffing and Training, Mike McGee reported service hours have changed from 7am-12am to 7am-7pm effective July 22, 2013. Animal Control has had difficulties keeping a full staff due to turnovers, injuries, court appearances, training and education, vacation, and sick leave. Sunny Hodge Campbell asked about response time on calls and follow-up calls after 7pm, Mr McGee stated only priority calls are dispatched the next morning and all other calls are placed in a queue to be answered the following day. These calls are made in various locations, officers create case files, make reports and continue following up on that case until closed. Mr McGee hopes to be able to get four more officers requested in the next budget year, so that we can go back to running calls till midnight. Benjamin Pollard asked about the number of officers working till midnight, Mr McGee stated schedules had to be adjusted to cover these shifts. Sunny Hodge Campbell made a recommendation for the city commission to approve increase of four animal control officers to allow units to continue safely operating from 7am-12a as they have been for the past three years and possibly future increase in the number of officers to allow 24 hr coverage. Motion made by Ben Pollard, seconded by Tracy Dougherty. Motion carried 4-0.
- C. Fostering Programs, Shannon Barlow, Asst Director, reported that the Humane Society uses the social media, Tx Panhandle Pet Savers, websites, and other foster programs to successfully decrease the euthanization of animals.
- D. Budget 2013/2014, Shannon Barlow, Asst Director reported budget is thin and streamlined. The only substantial requests were for personnel as discussed earlier.

E. Improvement to facility to date, Mike McGee reported that the city manager and administration are committed to making improvements and realize the upgrades needed in the future. Dupont was contracted to evaluate the facility to identify areas needing improvement. The Humane Society operations have continued to improve under Jena McFall, Director and her staff. Sunny Hodge Campbell asked about the dog walk path status, discussed in May 2013 board meeting. Mr McGee reported it is in the five-year capital expansion plan. Included in the plan is a grassy green area and trail to help with animal adoptions. Tracy Dougherty asked for a copy of report for the next board meeting.

Tracy Dougherty reported that Natalie Harrison resigned from the board. Mr McGee stated that two other veterinarians are being vetted to replace Harrison.

Tracy Dougherty requested the next board meeting to be held on October 8, 2013.

There is a tape recording of this special meeting at the Animal Control Department.

With no further business for the Boards's consideration, the meeting adjourned at 1200 p.m.

Respectfully submitted by,

Mrs. Tracy Dougherty, Chairperson
Of the Animal Control Board

Rose Marie Lomeli, Secretary of
Animal Control Board