

City of Rowlett  
Special Joint Meeting  
Animal Shelter Advisory Board  
Tuesday, July 19, 2016  
City Hall Conference Room  
4000 Main Street, Rowlett, Texas 75088

Meeting Minutes

I. Animal Shelter Advisory Board and City Council Joint Work Session.

Trey Scott called to order the special joint meeting of the Rowlett Animal Shelter Advisory Board at 5:46 pm on Tuesday, July 19, 2016. The following members were present: Trey Scott, Deana Seigler, and Dawna Carabajal. Absent members: Leslie Williams. City Staff present were: David Erickson, Maria Martinez, Asher Moore, Lt. Marvin Gibbs, Victoria Miles, Virginia Ries, Nick Llewellyn and Matt Wheeler.

The Chair, Trey Scott and staff members Lt. Marvin Gibbs and Maria Martinez presented a PowerPoint Presentation (attached) to City Council. Trey, Lt. Gibbs and Maria answered questions from City Council regarding the presentation.

II. Adjournment

The Chair called for a Motion to adjourn. The Motion was made by 6:44 pm and seconded by Maria Martinez. The motion passed. The meeting was adjourned at 6:44 pm.



Trey Scott, Chairperson



Jackie Lozada, Assigned City Staff

9/27/16

Date Approved



Animal Shelter Advisory Board  
 July 19, 2016  
 City Council Joint Meeting



### Board Members

Staff Liaison	Daily Operation of Animal Shelter	One Staff Member	Licensed Veterinarian
Lt. Marvin Gibbs maggibbs@rowlett.com 972-412-4246	Marla Martinez mmartinez@rowlett.com 972-412-6113	David Erickson derickson@rowlett.com 972-412-6219	Dr. Lori McLaughry
Animal Welfare Agency Representative Deana Segler	Member 5 Calvin Scott (Trey), Chair	Member 6 Dawn Carabajal, Vice Chair	Member 7 Leslie Williams
Alternate 1 LaQueta Brown	Alternate 2 Vacant		
Community Services Specialist Neville Tompkins 972-412-4243			

### Texas Health & Safety Code\*

§ 823.005. ADVISORY COMMITTEE. (a) The governing body of a county or municipality in which an animal shelter is located shall appoint an advisory committee to assist in complying with the requirements of this chapter. (b) The advisory committee must be composed of at least one licensed veterinarian, one county or municipal official, one person whose duties include the daily operation of an animal shelter, and one representative from an animal welfare organization. (c) The advisory committee shall meet at least three times a year. Acts 1989, 71st Leg., ch. 678, § 1, eff. Sept. 1, 1989.

*Last modified: August 11, 2007*



### City of Rowlett ASAB

The Animal Shelter Advisory Board (ASAB) is appointed to advise and assist the City in complying with state statutes regarding operation and maintenance of its animal shelter. The board consists of seven (7) members (*who must by state statute include at least one licensed veterinarian, one City staff member, one person whose duties include the daily operation of an animal shelter and one representative from an animal welfare agency\**) appointed to two-year staggered terms and two (2) alternates appointed annually. The City's staff liaison (Lt. Marvin Gibbs) is designated by the City Manager. The board is strictly advisory in nature to the City Council.



## Shelter STATS

City of Rowlett  
Animal Services  
Yearly Report  
10/01/2015 - 09/30/2016

	October	November	December	January	February	March	April	May	June	July	August	September	Total YTD
Service Calls	261	261	212	194	254	251	253						1769
Live Pickups	120	88	56	121	86	125	145	120					561
Animals Euthanized	2	1	3	0	3	1	1	4					16
Animals Referred	44	21	51	28	43	42	80	89					397
Animals Adopted	54	21	62	20	20	81	62	89					387
Transferred to rescue	18	21	17	23	11	12	8	15					135
Returned	17	17	10	17	9	7	2	10					82
Rehoming	10	6	8	12	8	8	8	8					68
Dead at Shelter	17	17	17	17	17	17	17	17	1	11			116

Placement Rate 57%  
Live Release Rate 39%  
17 = not tracked



## ASAB "Working" Topics

- ✓ Animal Shelter Disaster Preparedness Plan
  - ✓ Created Contact List
  - ✓ Established Resources
  - ✓ Develop Plan of Action



**DISASTER**



## ASAB "Working" Topics

- ✓ Update Animal Shelter Surrender Policy
  - ✓ Twenty-four (24) local municipalities
  - ✓ Compared surrender policies
  - ✓ Established surrender criteria
  - ✓ Consider establishing surrender fees



## ASAB "Working" Topics

- ✓ Amend Bark Dog Ordinance
  - ✓ Compared ordinances of twenty-four (24) municipalities
  - ✓ Clarify ordinance verbiage
  - ✓ Explore time limits for nuisances

