

City of Rowlett  
Regular Meeting  
Animal Shelter Advisory Board  
Tuesday, September 11, 2018  
City Hall Conference Room  
4000 Main Street, Rowlett, Texas 75088

Meeting Minutes

- I. Call to order.  
Dawna Carabajal called to order the regular meeting of the Rowlett Animal Shelter Advisory Board at 7:30 pm on Tuesday, September 11, 2018. The following members were present: Dawna Carabajal, Israel, Deases, Sue Hartson, and Katie Rinz. City Staff present were: Maria Martinez, David Gensler, and Jackie Lozada. Council member present: Brownie Sherrill.
  
- II. Consider approving minutes from July 10, 2018 meeting.  
The minutes from July 10, 2018 meeting were passed out and board members were given time to review them. The Chairperson, Dawna Carabajal, opened the floor for comments or questions. Katie Rinz made a motion to approve minutes. Seconded by Israel Deases. Motion passed.
  
- III. Consider approving minutes from July 17, 2018 meeting.  
The minutes from July 17, 2018 Joint City Council meeting were passed out and board members were given time to review them. The Chairperson, Dawna Carabajal, opened the floor for comments or questions. Katie Rinz made a motion to approve minutes. Seconded by Dawna Carabajal. Motion passed.  
  
Monica Kizziar joined the meeting at 7:48 pm as a regular member.
  
- IV. Present replacement Staff Member for the Board.  
Maria Martinez informed the Board that Chuck Dumas has retired from the City of Rowlett. Maria introduced David Gensler and his replacement.
  
- V. Update from Staff on Shelter Stats.  
Maria Martinez presented the shelter stats to the board. Placement Rate is 92% for FY 2018 so far. Live Release Rate is 99%. (Attachment). Adoption Rates are reduced to \$25 since shelter is full.
  
- VI. Update and discussion from Friends of Rowlett Animals (FRAs) from offsite adoption events.  
Dawna Carabajal reported that FRAS had 2 adoptions at Hollywood Feed event.
  
- VII. Discuss and Revise Animal Shelter Advisory Board description for the Boards and Commission Handbook.  
Maria informed the group that at the Joint City Council meeting the Mayor asked the Board to look at the description of the Board. The Mayor thought that the description should be revised to better encompass what the Board does. Maria read the current description to the Board. Maria asked for suggestions from the Board. She asked the board to bring back suggestions to the next meeting.


- VIII. Public Announcement  
Chamber Golf Tournament September 27  
Nerds to Go – donations for generator  
New Animal Control Officer – Khalia Morris  
North Texas Giving Day September 20, 2018  
FRAS October Fundraiser – security system  
5 new pitbull puppies available for adoption  
Adoptathon October 20, 2018

- IX. Future Agenda Topics  
Update from staff on shelter stats  
FRAS updates  
Verbiage for Boards and Commission Handbook  
Rabies vaccination

Next meeting date is November 13, 2018.

- X. Adjournment  
The Chair called for a Motion to adjourn. The Motion was made by Katie Rinz and seconded by Dawna Carabajal. The motion passed. The meeting was adjourned at 8:18 pm.

  
\_\_\_\_\_  
Deana Seigler, Chairperson

  
\_\_\_\_\_  
Jackie Lozada, Assigned City Staff

11/15/18  
\_\_\_\_\_  
Date Approved

Some words describing the Animal Advisory Board.

The Animal Shelter Advisory Board (ASAB) consists of Rowlett Residents that have a love of animals, especially those animals living within the City of Rowlett. While the ASAB is not involved in the day to day operations of the Rowlett Animal Shelter, it does partner with the Shelter to advise on new programs. The ASAB reviews the City of Rowlett Animal Services monthly statistics including the number of service calls, number of live pickups, number of number of animals euthanized, number of animals redeemed, number of adoptions, number of animals transferred, number of animals transferred, number of animals that were owner surrendered, and number of animals that died at the shelter. From these statistics, the board discern trends, both positive and negative. These trends help drive recommendations on improvements to the Shelter. The board researches new and innovative ways to Improve the welfare of Rowlett animals. The ASAB also, partners with local non-profits to assist with the shelter. The ASAB keeps the Rowlett City Council apprised on the needs of the Shelter. Finally, the ASAB advises and assists the City in complying with State statutes regarding operation and maintenance of its animal shelter.

# City of Rowlett

## Animal Services

### Yearly Report

10/01/2017 - 09/30/2018

	October	November	December	January	February	March	April	May	June	July	August	September	Total YTD
Service Calls	179	165	156	142	148	235	248	260	227	224	196		2180
Live Pickups	85	98	79	62	72	103	102	123	123	77	108	94	1126
Animals Euthanized	2	2	2	1	0	1	0	0	0	1	3	1	13
Animals Redeemed	34	34	29	24	27	32	42	30	28	24	20	39	363
Adoptions	52	20	51	30	31	52	28	31	51	52	44	46	488
Transferred/Rescued	5	18	7	6	10	17	18	24	12	13	15	12	157
Rescued	5	11	7	6	8	17	16	24	12	8	3	11	128
Transferred	0	7	0	0	2	0	2	0	0	5	12	1	29
Owner Surrenders	2	7	13	3	20	15	17	10	8	8	12	9	124
Died at Shelter	11	8	3	2	1	0	5	4	5	4	2	7	52

**Placement Rate**      90%

**Live Release Rate**    99%