



Department of Animal Services

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Dee Margo

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District 2
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District 3
Cassandra Hernandez

District 4
Dr. Sam Morgan

District 5
Isabel Salcido

District 6
Claudia Ordaz Perez

District 7
Henry Rivera

District 8
Cissy Lizarraga

City Manager
Tommy Gonzalez

Animal Shelter Advisory Committee

Minutes October 9, 2019

1. **Call to Order- Establish Quorum**

A meeting of the Animal Shelter Advisory Committee was held at the Humane Society of El Paso conference room at 6:05 p.m. by Chair Edith Prado. No quorum established.

Board Member A.S.A.C.	Present	Absent
Regina Wagner		X
Celeste Varela		X
Vacant		
Mary Kay Rosenkranz		X
Yansi Parent		X
Barbara Candelaria	X	
Yvonne Rosales		X
Edith Prado	X	
Dr. Guy Johnsen	X	
Julie Rutledge	X	
Claudia Ordaz-Perez	X	

Animal Services staff present: Paula Powell, Maribel Karisch, Ramon Herrera, Rose Janice, Adan Parra, Michele Anderson and Ana Schumacher
Public present: List of attendees available upon request.

2. **Approval of Minutes**

Discussion and action on the approval of the September 11, 2019 minutes.
No Action taken, quorum was not established.

3. **Reports-Support the City of El Paso's Initiative to Reach and Sustain a 90% or Greater Live-Release Rate by 2020.**

A. Department of Animal Services-Update on September's Statistics

The intake for September 2019 was at 2,170 down from 2,300 in 2018 and 2,433 in 2017. The outcome was at 2,215 with shelter euthanasia at 175 and owner surrender at 14. Paula Powell was happy to announce that adoptions increased to 827 for the month of September. There are currently 721 animals out on foster. Foster staff is doing an amazing job with the new changes. The euthanasia breakdown was 73 infectious, 44 non-infectious, 35 behavior, 23 trauma and 14 owner requested. The died-in-care breakdown for foster was 54 failure to thrive, 6 non-contagious, 4 contagious and 1 unknown. The shelter died-in-care breakdown was 24 failure to



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thrive, 21 unknown, 4 contagious, 3 non-contagious and 2 trauma. The LRR for September 2019 was 85.67% an increase of almost 7% from last September. The Calendar Year LRR is at 86.46% compared to last year at 84.46%. The LRR is 85.67% for the Fiscal Year compared to 84.67% last year. The Animal shelter Count LRR for September 2019 is 85.67% with the euthanasia rate at 8.71%. The LRR for dogs was 88.06% and 82.59% for cats.

Michele Anderson and Ramon Herrera presented the PAW cast.

4. **Call to the public**

None

5. **Main Agenda**

A. Research and Advise on Effective Ordinances and Policies to Improve Overall Health, Welfare and Safety for Animal

A1. Discussion on Title 7 changes Phase I- Compliance and Grooming

The Title 7 subcommittee had their second meeting earlier this month to discuss the grooming ordinance. The final draft will be presented to the committee at next month's meeting. Community meetings were previously held with groomers on the grooming ordinance. Paula added that Phase II now includes vicious dogs, Community Cats, tethering/leashes and the Finder to Foster Program.

B. Promote Education and Engagement in Animal Health and Welfare

B1. Introduction of Education Coordinator-Input from ASAC on educational needs.

Paula Powell introduced Rose Janice as the new Education Coordinator. Rose explained that she will be promoting education, leadership and animal welfare. She will be going out to schools and to the community to inform them of the services the shelter offers. Paula added that Rose will also be promoting education at the zoo.

B2. Presentation on Humane Society Operations ASAC Training

Julie Rutledge briefly addressed the objective to educate the new committee members on the differences and similarities of the Humane Society and Animal Services. The Humane Society is a non-profit adoption agency and Animal Services is the municipal shelter. The Humane Society had over 4,000 adoptions per year for the last two years. Their internal goal is to transfer 60% of animals from Animal Services. Since the end of August 2019, they have transferred 63%, that is 1,865 animals, an increase from 1,794 animals in 2018. The primary reason for euthanizing is illness. Thirty-four animals were euthanized by the end of August 2019, a decrease from 68 last year. The Humane Society also offers owner requested euthanasia and cremation. She is currently the interim executive and operations director. The Humane Society has forty employees and will have a new permanent executive director by the end of the month. There are 108 dog kennels, 34 cat kennels and houses about 200 animals. One of the challenges they face is group housing, which creates more of a risk



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for spreading disease.

B3. ASAC By-Laws Training

Ana Schumacher went over the new ASAC by-laws that have been in place for less than a year. The committee is under state law and municipal ordinance. Any by-law changes must go through a recommendation to City Council to amend an ordinance since an ordinance can only amend an ordinance. The legal office is looking at aligning all by-laws from all city committees. There might be some changes to the ASAC by-laws in the future.

Per the ordinance, the committee consist of eleven members, of which one is a veterinarian, one a county or city official and a representative from an animal shelter. The term of office for committee members is four years.

A prior notification of absence must be given to secretary or Chair. The secretary shall inform the Chair when a member has not attended three consecutive meetings and when a member has attended less than 60% of regular scheduled meetings which will disqualify a member from serving on any subcommittee for that year. An attendance record shall be attached to the committee's annual report to Mayor and City Council.

A city employee shall serve as secretary, but not be counted to make quorum or vote. The secretary will assist in scheduling, preparing minutes and other support services.

The officers of the committee are the Chair and Vice-chair. An election for both officers will take place on the last regular meeting and will preside over the first meeting of the following year. The Chair will represent the Committee before Mayor and City Council, write the annual report and recommendations. The annual written report will be provided to the Mayor and City Council in March. The committee shall hold no less than three meetings per calendar year.

The committee's rules of procedure are through the current edition of Robert's Rules of Order. The public can comment on agenda items and there's a maximum of 30 minutes allotted for public comment. A quorum consists of six members and is required to take action on any agenda items. Subcommittees established by the Committee, shall have a purpose and outcome. The Committee shall be in accordance with the El Paso Ethics Ordinance on all action taken.

6. Future Agenda Items

Letter to City Council on cat colony

Presentation on Humane Society Operations ASAC training

7. Adjournment

Meeting adjourned at 7:11 PM

Prepared by: Maribel Karisch

Approved by A.S.A.C. Chairman

A handwritten signature in blue ink, likely belonging to the A.S.A.C. Chairman, is written over a horizontal line.