

DENTON ANIMAL SHELTER ADVISORY COMMITTEE MEETING

Minutes from November 7, 2018

- I. **Present:** Paul O’Neill, Lt. Hildebrand, Anne Sullivan, Charles Hunter, Tara Frank, Dr. Angie Paben, Diana Leggett
- Guests:** Tiffany Thomson, Randi Weinberg, Antonio Fuente, Bryan Langley
- Absent:** None
- II. **Called to Order:**
The meeting was called to order at 11:37 a.m. by Paul O’Neill
- III. **Approval of June 12, 2018 minutes:** A motion was made by Anne Sullivan, seconded by Charles Hunter to approve the minutes as reviewed.
- IV. **Introduction of new members, current members and guests from the City of Denton**
New members – Diana Leggett and Tara Frank
City of Denton: Bryan Langley, Deputy City Manager; Antonio Fuentes, Chief Financial Officer; Tiffany Thomson, Director of Customer Service; Randi Weinberg, Customer Service Representative.
- V. **Denton Animal Shelter Reports – Paul O’Neill**
- A. Adoptions FY17/18 – 67.1% as of October 2018 56.4% with EU of 25.4% due to outbreak of mycoplasma that affected the dog population. The shelter was closed for several days to be disinfected. In addition, 48 cats out of 57 from a one bedroom apartment owner release needed to be put down.
- Included in the statistics was the passing of one dog due to excessive heat and lack of shade or water. Shades have since been purchased, procedures changed.
- Diana Leggett suggested a review of other shelters for trends compared to our goals. Paul O’Neill will follow-up on.
- Anne Sullivan asked why the advisory committee was not notified.
Diana Leggett wanted to know about the ventilation system and if the vents are being cleaned regularly.

B. FIV/FelV Testing for cats started November 1. They are working on protocols, and will be talking to adopters about it until other options are available.. It was suggested they put that information on the DAS web site.

C.Staffing- three ACO positions were filled last week. They still have one more position to fill.

D.Organizational Issues: The Animal Shelter will now be under the direction of Customer Service. Antonio Fuentes has done a comprehensive financial study on ACO positions and staff levels in order to be more competitive in salaries and operate more professionally.

Tiffany Thomson has conducted weekly staff meeting on retraining with a more customer service approach, monitoring Pet Finder and having pictures and correct information posted. To that extent she has several of her employees working part-time at the shelter. Randi is monitoring voice mail.

This transition will be a learning curve for everyone, a divide and conquer approach, to ensure operational needs are met and information is provided in a timely manner. Meetings will be held weekly.

Bryan Langley stated a review of exit interviews and discussions with individuals showed a lack of procedures, and communications. They have a proactive plan of action with meetings to discuss where they are going and how to get there. An outside consultant will come in to do an objective assessment of the animal shelter. Diana Leggett asked to be included.

A question was asked about the gates in the exercise yard, how the dogs got out and what has been done to repair or replace the locks. One dog was killed after being hit by a car, two dogs are still missing. Facilities Department has already been out to see what can be done and several suggestions were made at the meeting.

Diana Leggett asked if the Animal Control trucks cargo areas for the animals had air conditioning, they don't.

VI. Old Business

A. Term Limits for Committee members

Kathleen Duffy reported that her term will end August 2019.

VII. New Business

A. None requested.

VIII. Adjourned

The meeting was adjourned at 12:58 p.m.

Respectfully Submitted,

Kathleen Duffy

The next Denton Animal Shelter Advisory Committee meeting has not been scheduled; it will include agenda items: updates, posting agendas, voting on a new chair and volunteer appreciation.