



**Animal Shelter Advisory Committee  
Minutes for August 20, 2015**

**MEMBERS PRESENT**

Debbie Barclay  
Jim Cummings  
Debra Danhof  
Barbara DeGrande  
Dr. Geneve Dundas  
Roxcie McCuller  
Maston Sillin  
Virginia Stinchfield  
Danielle Tate  
Michelle Steppe

**MEMBERS ABSENT**

Priscilla Martinez  
Jesse Fox

**STAFF**

Lauren Sossi, Senior Animal Services Officer

**I. CALL TO ORDER**

The meeting was called to order by Virginia Stinchfield, in the Conference Room at Prairie Paws Adoption Center at 7:02 pm with a quorum present.

**II. NEW BUSINESS**

**A. Review May 21, 2015 Minutes**

Debra Danhof moved to approve the minutes, Barbara DeGrande seconded.  
**Motion passed.**

**B. Elections for Chair and Co-Chair**

Virginia Stinchfield nominated Roxcie McCuller for chair, all in favor, motion passed.

Roxcie McCuller nominated Debra Danhof for co-chair, all in favor, motion passed.

**C. Shelter Expansion Update**

Jim Cummings spoke about the recent updates involved with the expansion. The city met with the architects to provide them with an in-depth survey in which shelter staff as well as board members ranked items for the expansion. The architects should be back in about a month with a list of our generalized needs, then will come up with a design and cost estimate.

**D. TNR Update**

Jim Cummings gave a quick update on the TNR Program. Animal Services has created a draft guideline for when the program can be implemented. Once the group of volunteers is organized and ready to launch they will come back before the advisory board and then the TNR plan will be presented to City Council.

Jean Melton stated that they have eight committed volunteers at this time but they would like to have at least fifteen.

**E. Animal Shelter Manager Monthly Report**

Danielle Tate provided the monthly numbers for May, June and July 2015. The total intake in these three months elevated heavily due to the flooding and also the late start of kitten season. The total live release rate is around 50% due in part to the number of feral cats and nursing kittens.

**F. Waggin Wagon Article in DMN**

Danielle Tate showed the article that was written about the Waggin Wagon. The wagon is taken all over the metroplex to different locations and venues to try and promote the shelter as well as to adopt out animals. The article was very positive for the shelter. Danielle also mentioned that the Animal Services proposed budget includes a van with the same wrap as the wagon. The van could be utilized to go to smaller events or be able to host multiple offsite events in one day.

**G. Clear the Shelter Update**

Danielle Tate reviewed the packet that Tammy Roberts put together regarding Clear the Shelter. The total adoptions nationwide were 18,886 with 2900 of those in the DFW metroplex. We did a total of 76 adoptions for the day with 2 animals returned thus far. The date for next year is July 16, 2016.

**H. Public Comments**

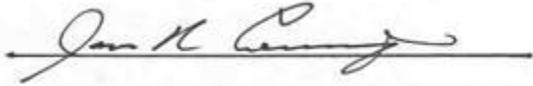
Jean Melton stated that she thought the Clear the Shelter ran much smoother than last year. She gave the suggestion to have the pre-screening done inside next year as she thought the heat bothered some people.

Michelle Steppe suggested that we get a copy of the addendums from each apartment within the city so the shelter will know if pets are allowed and what the stipulations/ fees associated would be.

### **III. ADJOURNMENT**

With there being no further business to discuss, Debra Danhof made a motion to adjourn, Maston Sillin seconded, all members in favor, meeting was adjourned at 7:45 pm.

The next regularly-scheduled meeting will be held Thursday, November 19, 2015 at 7:00 pm in the conference room at Prairie Paws Adoption Center.

A handwritten signature in black ink, appearing to read "James R. Cummings", written over a horizontal line.

James R. Cummings,  
Environmental Services Director