



**Animal Shelter Advisory Committee
Minutes for November 14, 2019**

MEMBERS PRESENT

Debbie Barclay
Robin Ghio
Madeline Monroe
Dr. Imran Rana
Virginia Stinchfield
Karen Tesmer
Lisa Turner
Lily Yap

MEMBERS ABSENT

Diana Rosales
Michelle Steppe
Marsha Patykiewicz
Rayna Ross

I. CALL TO ORDER

The meeting was called to order by Lisa Turner, in the Conference Room at Prairie Paws Adoption Center at 6:34 p.m. with a quorum present.

II. NEW BUSINESS

A. Review August 22, 2019 Minutes

Madeline Monroe moved to approve the minutes, Virginia Stinchfield seconded.
Motion passed.

B. New Board Members

Lily Yap welcomed Robin Ghio to the ASAC board. Introduced Mattie McClean, new Programs Supervisor. She will be filling the shelter operations representative on the ASAC board.

C. Improvement Projects: Shade Structure & Kennel Renovation

Lily Yap discussed follow-up on shade structure. Weather required and end of year budget allowed immediate action on smaller shade structure project. Canvas to complete shade structures will arrive by the end of the month. Shade structure for larger yard will be incorporated into a part of Phase II of shelter expansion.

Current projects for Phase II include central kennel renovation and external wall.

Kennel renovation will update last section of kennels from original 2003 construction. Timeline was dictated by intake trends; important to focus

renovation during January/February to minimize impact on operations. Bid has been sent out and estimate will be submitted for City Council approval December 17th. Lily Yap will be working with GP Facilities to take lead on this project.

External wall will be rebuilt in an effort to be more esthetically integrated with PlayGrand by opening this winter. Effect on operations will be minimal. City architect is taking lead on this project.

D. Program Updates

Mattie McClean gave Program highlights from past quarter.

Petco kennels were launched October 26th. In the first two weeks of this program, we did 7 cat adoptions. Candidates for this adoption program are chosen from Fan Favorites Program, meaning all of these cats/kittens had been at the shelter for at least 30 days (most over 60 days). We could not have done this without the help of Cat Crew, who has stepped up to provide volunteers for cleaning and adoption counseling!

Additionally re-launched GPAS Volunteer Program. Newly structured volunteer program emphasizes one-on-one training to ensure proper knowledge of animal handling, understanding of kennel tagging and communication, and growth of individual volunteers in their given “track”. Cat Crew will be doing a special group orientation to support hectic Saturday adoption days.

E. Operations Update

Dr. Imran Rana gave Operations highlights from past quarter.

Steps are being taken to improve overall efficiency and functionality of GPAS operations. Changes in veterinary staffing and adjustments to standard employee schedule will facilitate full coverage.

Last Low Cost Vaccination Clinic with the SPCA of Texas resulted in almost 80 vaccinated pets. This event was primarily focused on vaccinations. Prior to the vaccine events, officers do door-to-door outreach. Virginia Stinchfield commented on outreach beyond having animals vaccinated and spayed/neutered. The changes in our dispatch schedule will allow increased opportunities for outreach over the weekends and allow increased focus on general wellness and living conditions with strengthened community relationships.

Additional improvements to operations include an on-site x-ray machine. Certification is pending, but, once approved, injured animals will be able to immediately receive the necessary care and diagnosis.

F. Animal Shelter Manager Quarterly Report

Lily Yap provided quarterly numbers for FY19 and FY18 for comparison. Still seeing difficulties with cat/kitten numbers. TNR numbers for September 2019 need to be rechecked.

Spike in “other” intake numbers attributed to winding down of egret season.

Egrets are a federally protected bird that pose a challenge for select areas of Grand Prairie. The Environmental Quality department provides education and kits to prevent egrets from nesting before the season has started, but, once nested, they cannot be disturbed. Texas Parks and Wildlife are the governing body that we report to in cases of violation of this law.

G. Raving Fans Initiative: Visit/Adoption Process & Veterinary Staffing

Lily Yap reported on the most recent efforts in our Raving Fans Initiative. The City of Grand Prairie's mission is to create raving fans through extraordinary customer service and GPAS continues to take steps to embody this mission.

New process for visits/adoptions put into place this week. Still subject to changes, but this process was developed by prioritizing recommendations from volunteers, staff, and management to ensure that conversation points were covered consistently on the front end of the adoption process. This allows efficiency and increase processing speed for our adoption process.

New veterinary positions have been approved and submitted to HR to begin the equity review process. Upon approval, the hope is to onboard a full time veterinarian, additional veterinary technician, and vet clinic-specific Senior Animal Care Technician. This will fill the gaps in our medical services and allow us to expand the foster program to include partnerships with businesses.

Debbie Barclay brought up Senior Pet Month and the importance of highlighting our senior pet population. Fan Favorites Program will incorporate senior pets year round based on nomination by staff and volunteers.

H. Public Comments

Jean Melton inquired about signage at Petco; current logos are too small. GPAS to bring out new signage to draw people to shelter.

III. ADJOURNMENT

With there being no further business to discuss, Lisa Turner made a motion to adjourn, Madeline Monroe seconded, all members in favor, meeting was adjourned at 7:22 p.m.



Lily Yap, Animal Services Division Manager