



**Animal Shelter Advisory Committee  
Minutes for May 16, 2019**

**MEMBERS PRESENT**

Jim Cummings  
Lily Yap  
Lisa Turner  
Ann Macino  
Karen Tesmer  
Virginia Stinchfield  
Madeline Monroe  
Debbie Barclay  
Melissa Steppe  
Karen Baker

**MEMBERS ABSENT**

Genève Dundas  
Maston Sillin

**STAFF**

Jasmine Beckum, Executive Assistant

**I. CALL TO ORDER**

The meeting was called to order by Lisa Turner, in the Conference Room at Prairie Paws Adoption Center at 6:33 p.m. with a quorum present.

**II. NEW BUSINESS**

**A. Review February 28, 2018 Minutes**

Lisa Turner moved to approve the minutes, Debbie Barclay seconded. **Motion passed.**

**B. Grand Re-Opening**

Lily Yap informed the committee members about some of the activities and vendors the shelter will be hosting during our grand re-opening. Lily also explained that the all staff members have specific tasks during the event. Some of the committee members offered to volunteer with any additional duties if we needed anything.

**C. Shelter Enrichment**

Lily briefly reminded committee members about the Dog Playing for Life seminar that was hosted at Grand Prairie Animal Services last quarter. It was explained that the staff members have been running playgroups every day in conjunction with their cleaning schedule, providing enrichment for the shelter animals and streamlining morning processes. Lily explained how important it is for the dogs to experience time with other dogs; which is more in line with their natural behavior. By incorporating playgroups, it helps lessen some of the stress and anxiety the animals feel while awaiting adoption/ rescue.

**D. Chameleon Consultation**

On May 13-15, 2019, we had a Chameleon representative come out to shadow some of the staff here to analyze some of our operations. Our representative was able to show staff ways that we can streamline some of our operations so that we can save some time, to better maximize our time and daily operations. This will be critical as we expand our life-saving programs.

**E. SPCA of Texas/ GPAS Vaccination Clinic**

On May 25, 2019, our field team will be doing a joint event with the SPCA of Texas for a vaccine clinic. We have flyers, door hangers and lawn signs that will be handed out to inform the community of this event. These events will ultimately be held on a quarterly basis and are meant to support animals already in the community and animals after adoption.

**F. Quarterly Report**

Lily Yap explained that with the city servers having been attacked with malware approximately three weeks ago, we lost several files, including, the files that housed our quarterly report. Lily is working with IT to attempt to recover lost files. Quarterly report will be emailed to committee members after recovery.

**F. Upcoming Events**

Lily Yap discussed all of the events that we have coming up this summer. One of the closest events is the grand Re-Opening of the shelter, foster classes that will be held at the Summit, pig and bunny yoga, the fourth of July and Clear the shelter are among the bigger events planned thus far.

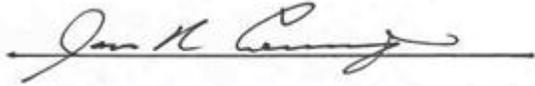
**G. Public Comments**

Virginia Stinchfield brought up having a fundraiser or looking for donations of time and materials for a shade area for the playgroup area. This is borne of the concerns for the heat and lack of shade for the dogs trying to escape the heat while outside. Lily is to conduct research options for this structure and review at the next meeting.

**III. ADJOURNMENT**

With there being no further business to discuss, Jim Cummings made a motion to adjourn, Karen Tesmer seconded, all members in favor, meeting adjourned at 7:10 p.m.

The next regularly scheduled meeting will be held Thursday, August 15, 2019 at 6:30 pm in the lobby at Prairie Paws Adoption Center.

A handwritten signature in cursive script, reading "James R. Cummings", written over a horizontal line.

James R. Cummings,  
Environmental Services Director