



**Animal Shelter Advisory Committee
Minutes for August 20, 2020**

MEMBERS PRESENT

Lisa Turner
Karen Tesmer
Rayna Ross
Robin Rhio
Marsha S. Patykiewicz
Tracy Owens
Madeline Monroe
Dr. Imran Rana
Lily Yap
Mattie McClean

STAFF

Marline Torres, Executive Assistant

I. CALL TO ORDER

The meeting was called to order by Lisa Turner, via teleconference at 6:31 p.m. with a quorum present.

II. NEW BUSINESS

A. Moment of Silence

A Moment of Silence was held in memory of Debbie Barclay. Debbie was a member of the shelter advisory board and volunteer at Prairie Paws Adoption Center two decades. Her impact here and outside of the shelter will not be forgotten.

B. New Members

Lisa Turner welcomed Tracy Owens to the ASAC board.

C. Review of February 20, 2020 Minutes

Karen Tesmer motioned to approve the minutes, Rayna Ross seconded. All board members approved. **Motion passed.**

D. COVID-19 & Limited Operations

Lily Yap gave summary of how operations have been effected by the pandemic

since March. Staff is currently on a block schedule to limit exposure in the event of a staff positive COVID case. The shelter received a \$7,000 grant to help alleviate the revenue loss from waived adoption fees. GPAS staff did a great job developing unorthodox processes. For the first time, the shelter did curbside adoptions. Front counter staff developed a tele-counsel/video chat meet and greet process with adopters. After counseling, adopters would make an appointment to finalize adoption paperwork and pick up their new pet. Originally concerned about an increased rate of returns, our staff was surprised to learn that this format benefitted some of our special cases where staff counseling is particularly essential. Animal Service Officers launched virtual investigations using shelter software. Officers would research addresses from complaints and make contact with owners via telephone/email to resolve complaints.

Lily explained the current process for intakes. The shelter is working to empower citizens in non-emergent cases. The city's marketing team and front counter staff developed awesome handouts with resources for both finders and owners to resolve basic issues. A waitlist has been developed to balance the "capacity for care" between onsite population and staff. Lily is working with Chameleon to develop a report to reflect the outcomes of this limited intake process.

E. Improvement Projects: Kennel Renovation & Perimeter Wall

Lily Yap discussed upcoming renovations. East and West large dog kennels will be remodeled to resemble newer sections of the shelter. Turnaround for project is approx. one month.

The exterior wall is diminishing in some areas posing a safety hazard. The new wall will resemble new walls recently built going east on Warrior Trail. No operations should be interrupted since this is an outside structure.

F. Program Updates

Mattie McClean provided recent Program highlights. Due to COVID-19, adoptions came to a halt for over one week at the end of March. The Programs team has amended the adoption process 4-5 times to make it as efficient as possible during these times. We are very proud of the team for making tele-adoptions/curbside adoptions possible.

Both the Home for Hounds Program and our volunteer program have been suspended. Currently looking into bringing back some of our long term volunteers. Volunteers will most likely follow a block schedule similar to staff to limit exposure.

Mattie discussed plans to have cats at Petco again. Phase in date is to be determined.

Mattie McClean discussed the Clear the Shelter event. Clear the Shelter is a nationwide event that many shelters participate in by waiving their adoption fees. This year the event will be spread across one week starting Tuesday, August 25, 2020 through Saturday, August 29, 2020 versus the single day event in previous years. To facilitate increased appointments, we will revert model to tele-adoptions. We are excited to see the changes in this year's outcomes.

G. Operation Updates

Dr. Imran Rana presented recent operational highlights. The shelter recently promoted Officer Nick Bustos to Sr. Shelter Officer. Jessica Wright was recently promoted to Sr. Animal Care Technician, after Rebecca Rodriguez resigned to pursue a career as a Veterinary Technician. The shelter's Veterinarian, Dr. Bronston and one Veterinarian Technician have both resigned their positions here at the shelter. During Dr. Bronston's time here, we saw great benefits to having a staff Veterinarian and will be looking diligently to fill that position. All positions in the field department have been filled however, to follow social distance guidelines field training for new officers have been postponed.

Dr. Imran Rana reported the play groups have resumed for shelter dogs. Shelter staff utilizes behaviors observed during play groups to better fit adopters with the best match. Also, during limited operation, shelter staff has been able to give more attention and time to cases with special behavioral needs.

It was also reported that Animal Services Officers will begin wearing body cameras for safety and accountability purposes for both officers and citizens.

H. Update to Breeding Ordinance

Lily Yap presented prospected updates to Ordinance Chapter 5, Section 5-57. The current ordinance is very brief and vague on explanation of what is considered "planned breeding". New permit process for breeders will prospectively have a high minimum threshold of 2 litters or 12 animals from any given household; breeding permit will be required for anyone breeding beyond this amount within a 12 month period. New updates will prohibit the selling of animals in a "pop up shop" fashion. Verbiage and applications are still being finalize with the City's Attorney's office.

Lisa Turner inquired if the ordinance update would help crack down on puppy mills. Lily Yap answered yes in regards to the individuals breeding in that amount. Explained that we serve a spectrum of citizens and breeding is important to some of them. The difference would be the amount of breeding, going beyond the scope of the animals and addressing the issues in our neighborhoods that may be caused by this volume.

Madeline Monroe inquired how this ordinance will be enforced. Lily Yap explained that through citizens' complaints and officer investigations Animal Services will be able to track offenses.

Karen Tesmer inquired if Trader's Village would be affected by the new ordinance. Lily Yap explained that when Animal Services reached out to Trader's Village, we learned they currently have high barriers of entry for animal vendors. The ordinance is geared toward citizens that are selling animals in a fashion that does not allow follow-ups, such as places like gas stations, parking lots and street corners.

I. Quarterly Reports

Lily Yap reported key changes in operations and how the numbers reflected those changes. At the end of March, Animal Services was at its most limited operations. In April, after being on limited operations for about a week tele-adoption started but April 2020's number are still significantly small than April 2019. At the end May, when our onsite adoptions resumed, our intakes were still limited. Fortunately, citizens stepped up to look at alternative resolutions for basic issues. Since July 13, we have been on a more sustainable model for admissions which has offered a great reset opportunity for operations. And although euthanasia is still occurring for medical and behavioral reasons, it has been minimized. Another benefit of limited intake and the current waitlist process is that staff now has more capacity to work with cases that are more difficult.

J. Citizen Comments

There were no public comments from citizens at this time.

III. ADJOURNMENT

With there being no further business to discuss, Lisa Turner made a motion to adjourn, all members in favor, meeting was adjourned at 7:29 p.m.

The next regularly scheduled meeting will be held Thursday, November 19, 2020 at 6:30 pm with the location to be determined.