



Animal Shelter Advisory Board

Minutes

Regular Meeting

September 14, 2022 – 6:00 pm

Wylie Municipal Complex – Council Chambers

300 Country Club Road, Bldg. 100

Wylie, TX 75098

CALL TO ORDER

Announce the presence of a Quorum.

Dr. Brad Abraham called to order the Animal Shelter Advisory Board meeting at 6:08 pm. Board members present Shelia Patton, Amber Porter, Susan Cranford, and Jeff Forrester. Quorum is present.

Staff Liaison Lt. Matt Miller is also present.

INVOCATION

The invocation was given by Jeff Forrester.

CITIZENS COMMENTS ON NON-AGENDA ITEMS

Residents may address Council regarding an item that is not listed on the Agenda. Residents must fill out a non-agenda form prior to the meeting in order to speak. Council requests that comments be limited to three (3) minutes. In addition, Council is not allowed to converse, deliberate, or take action on any matter presented during citizen participation.

REGULAR AGENDA

- 1. Consider and act upon an Animal Shelter Advisory Board Chair appointment for a term ending June 2023. (ASAB Chair)**

Board Action

A motion was made by Amber Porter to appoint Dr. Brad Abraham as Animal Shelter Advisory Board Chair for a term ending June 2023. Jeff Forrester seconded the motion to appoint Dr. Brad Abraham as Animal Shelter Advisory Board Chair for a term ending June 2023. A vote was taken, and the motion passed unanimously.

- 2. Consider and act upon an Animal Shelter Advisory Board Vice Chair appointment for a term ending June 2023. (ASAB Chair)**

Board Action

A motion was made by Jeff Forrester to appoint Amber Porter as Animal Shelter Advisory Board Vice-Chair for a term ending June 2023. Dr. Brad Abraham seconded the motion to appoint Amber Porter as Animal Shelter Advisory Board Vice-Chair for a term ending June 2023. A vote was taken, and the motion passed unanimously.

- 3. Consider and act upon approval of the Animal Shelter Advisory Board minutes of December 08, 2021. (ASAB Chair)**

Board Action

A motion was made by Jeff Forrester to accept the Animal Shelter Advisory Board minutes of December 08, 2021, as presented. Dr. Brad Abraham seconded to accept the Animal Shelter Advisory Board minutes of December 08, 2021, as presented. A vote was taken, and the motion passed unanimously.

- 4. Consider and place on file the 2021 State Quarantine Facility Vet Inspection. (ASAB Chair)**

Board Action

A motion was made by Jeff Forrester to accept and place on file the 2021 State Quarantine Facility Vet Inspection, as presented. Dr. Brad Abraham seconded to accept and place on file the 2021 State Quarantine Facility Vet Inspection, as presented. A vote was taken, and the motion passed unanimously.

5. Consider and place on file the 2022 State Inspection. (ASAB Chair)

Board Action

A motion was made by Amber Porter to accept and place on file the 2022 State Inspection, as presented. Dr. Brad Abraham seconded to accept and place on file the 2022 State Inspection, as presented. A vote was taken, and the motion passed unanimously

6. Consider and place on file 2021 statistical information for shelter operations. (ASAB Chair)

Board Action

A motion was made by Amber Porter to accept and place on file the 2021 statistical information for shelter operations as presented. Dr. Brad Abraham seconded the motion to accept and place on file the 2021 statistical information for shelter operations as presented. A vote was taken, and the motion passed unanimously.

7. Consider and place on file 2022 first and second quarter statistical information for shelter operations. (ASAB Chair)

Board Action

A motion was made by Amber Porter to accept and place on file the 2022 first and second quarter statistical information for shelter operations as presented. Dr. Brad Abraham seconded the motion to accept and place on file the 2022 first and second quarter statistical information for shelter operations as presented. A vote was taken, and the motion passed unanimously.

WORK SESSION

WS1. Discussion to add two additional board members to Animal Shelter Advisory Board and provide a recommendation to council.

Staff liaison Lt. Matt Miller states city leaders are seeking recommendations for adding two additional board members. These two additional positions will be citizens of Wylie-held positions. The purpose of the addition is to assist with quorum purposes and reach outside the

legal purpose of the board to comply with the health and safety code. The addition will help give ideas toward upcoming possible items for discussion.

Jeff Forrester has two questions. Will the additional positions be voting members? Will there be any requirements such as in the current health and safety code?

Matt Miller confirmed the only requirement would be that the member is a citizen of the City of Wylie. The positions will be voting positions.

Amber Porter questions when the positions would be added. Matt Miller states the addition would possibly be done this month.

Amber Porter expressed concern that the addition now would cause a complete roll of all member's terms of the board. Matt Miller states that is a concern as all terms will expire, and all members will roll off the board during the same term.

Jeff Forrester inquires what the recommendation is for staggering vacancies of the board.

Shelia Patton makes a recommendation to wait until next year's session of the election committee. This will stagger the board member positions. This will make the placement of members more public, as it will be done when other city boards are being filled. However, the board does need to address current bylaws and establish operation procedures of the board to meet current needs. These will address ordinance changes and requirements of the current board.

Brad Forrester, Amber Porter, Susan Cranford, and Dr. Brad Abraham agree with adding additional members for quorum purposes and a more diverse group of input but recommend waiting to add the members until next term.

ADJOURNMENT

Motion was made by Dr. Brad Abraham and seconded by Amber Porter to adjourn the meeting. With no further business before the board, the board's consensus was to adjourn at 6:28 pm.

ASAB Chair

ATTEST:

Shelia Patton, ASAB member