



# **Animal Shelter Advisory Board**

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## **Minutes**

### **Regular Meeting**

**December 08, 2021 – 6:00 pm**

**Wylie Municipal Complex – Council Conference Room**

**300 Country Club Road, Bldg. 100**

**Wylie, TX 75098**

### **CALL TO ORDER**

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*Announce the presence of a Quorum.*

Dr. Brad Abraham called to order the Animal Shelter Advisory Board meeting at 6:10 pm. Board members present Shelia Patton, Amber Porter, and Jeff Forrester. Quorum is present. Staff Liaison Lt. Matt Miller is also present.

### **INVOCATION & PLEDGE OF ALLEGIANCE**

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The invocation was given by Jeff Forrester. Jeff Forrester led the pledge of allegiance.

### **CITIZENS COMMENTS ON NON-AGENDA ITEMS**

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*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**

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- 1. Consider and act upon approval of the Animal Shelter Advisory Board minutes of November 17, 2021. (ASAB Chair)**

### **Board Action**

A motion was made by Brad Abraham to accept the Animal Shelter Advisory Board minutes of November 17, 2021, as presented. Jeff Forrester seconded to accept the Animal Shelter Advisory Board minutes of November 17, 2021, as presented. A vote was taken, and the motion passed unanimously.

### **WORK SESSION**

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#### **WS1. Shelter events and status November 18, 2021, thru December 8, 2021. (S. Patton, ASAB Board Member)**

Shelia Patton reports two items were presented by the board at the meeting held on November 17, 2021. Both items were presented by Jeff Forrester.

The city website has been updated to reflect Texas Coalition for Animal Protection, providing a quarterly low-cost vaccination program at the shelter. The department information has been updated with the schedule of the events as well as information for visitors of the event, such as English and Spanish versions of shot schedule suggestions and requirements of pet owners attending clinics at the facility.

The division presentation will be done at the same council meeting as the WPD presentation. This is currently scheduled for Jan 25, 2022 and will immediately follow Chief Henderson's presentation.

Patton asks if the board has any suggestions as to items they would like to see included in the presentation. Suggestions are given to include statistical information and areas that would increase the positive public perception of animal services and the valuable work that is done. Information related to community involvement, rescue, and foster program participation should be considered. Consider relating information beyond normal daily activities such as enforcement.

The annual state-required veterinarian inspection has been completed. The inspection was successful and compliant, as reported by Brad Abraham. The written inspection report will be included in the next packet as the inspection fell out of the time frame to include due to posting requirements.

Patton reports that the Home for the Holidays event will be held beginning December 13, 2021, and will run through the season. At this time, there are only four canines available. Three are large pitbull mixes and one very hyper German Shepard mix. One will be having skin tags removed that are believed to be hindering adoption. They are non-cancerous but do cause potential adopter's concern. There is a fifth adult at the facility. We are seeking rescue assistance as this is an unaltered 88-pound deaf and blind Akita mix.

The staff continues to be below full staffing. Qualified applicants are not applying. New hires will take months to fully field and in-house train. State testing and state-required training must be completed at this same time. Staff Liason Matt Miller reports discussion is taking place to consider what adjustments to the position could be made to widen the applicant pool. Chief Henderson is looking into options to assist the division with the assistance of Brent Parker.

Operations continue as limited during the extreme staffing shortage. Adoptions continue to be done by appointment and show to continue being a successful method.

#### **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 6:43 pm.

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**Brad Abraham, ASAB Chair**

**ATTEST:**

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**Shelia Patton, ASAB member**