



**AGENDA**  
**ANIMAL ADVISORY COMMITTEE**  
**City Hall – Main Conference Room**  
**101 N. College St. Killeen, TX 76540**  
 Wednesday, November 10, 2021  
 12:00 p.m.

**1. Call to Order:**

**2. Roll Call:**

Chairperson:

Vicky Duke \_\_\_\_\_

City Staff:

Cecelia Dunbar \_\_\_\_\_  
 Administrative Assistant, ACM Office

Vice-Chairperson:

Linda Marzi \_\_\_\_\_

**Committee Members:**

Michael Joyner, DVM \_\_\_\_\_

Pat Davis, DVM \_\_\_\_\_

Chris Thomas \_\_\_\_\_

Janice Holladay \_\_\_\_\_

Anca Neagu \_\_\_\_\_

Peter Stanonik \_\_\_\_\_

Shirley Del Conte \_\_\_\_\_

Danielle Singh \_\_\_\_\_

Assistant City Manager \_\_\_\_\_

Jessica Dunagan \_\_\_\_\_

Animal Services Manager \_\_\_\_\_

**3. Approval of the agenda**

**4. Citizen Comments**

This section allows members of the public to address the Committee regarding any item(s) on the agenda for the Committee’s consideration. Each person shall sign up in advance, may speak only one time, and such address shall be limited to three (3) minutes. The Presiding Officer may allow a one (1) minute extension, if requested at the end of the original three (3) minute period. No other extensions will be allowed.

**5. Approval of the minutes for October 14, 2021 regular meeting**

**6. Review Attendance Report**

**7. Receive presentation by Killeen Animal Shelter staff on current euthanasia procedures.**

**8. Discussion and direction on euthanasia procedure. Anca Neagu**

**9. Discussion and direction of Committee members regarding a panel, of three (3) independent individuals, who will make animal euthanasia decisions instead of putting all the responsibility on the Shelter Manager. Linda Marzi**

**10. Discussion, direction, and action regarding the Committee approving the 2020 Annual Report of the Killeen animal Advisory Committee. Linda Marzi**

**11. Discussion, direction, and action regarding involving both the Committee and the Shelter pertaining to the large numbers of owner surrendered animals and Animal Shelter adopted animals being returned to the Killeen animal Shelter and how we can work together and solve this situation perhaps by implementing and “Adoption Guide Program” utilizing volunteers with dog behavioral experience. Linda Marzi**

**12. Discussion, direction, and action regarding implementing a Program at the Shelter pertaining to children (with adult supervision) reading to adoptable animals. Linda Marzi**

13. Discussion and direction on Killeen Shelter Standard Operating Procedures regarding rescues. Anca Neagu
14. Discussion and direction regarding Committee members presenting their “check list” regarding approving potential animal adopters at the Shelter (This agenda item suggested by multiple Committee members at the October 14, 2021 meeting.) Linda Marzi
15. Discussion and direction on evaluating aggressive dogs in the Shelter. Anca Neagu
16. Discussion, direction, and action on new programs to be implemented at the Shelter wherein both the Committee and the Shelter work together on joint goals. Linda Marzi
17. Discussion and direction of Shelter pamphlets, manual information, contracts, reference books, etc. pertaining to the Shelter’s current Foster Program. (This Agenda item was suggested by multiple Committee members at the October 14, 2021 Committee Monthly Meeting.) Linda Marzi
18. Discussion, direction, and action regarding positive publicity being implemented to inform residents pertaining to adopting animals for the Killeen Animal Shelter. Linda Marzi
19. Discussion and review and share sample questionnaire from committee members regarding reasons for animal surrender. Discussion and vote on recommendations for data gathering at shelter regarding animal surrender. Janice Holladay
20. Discuss Committee member (Janice Holladay) questions regarding role of KAAC parameters of responsibility regarding recommendations voted on by committee, and actions Committee can take to help support citizens and animals. Janice Holladay
21. Discussion and vote on next steps in development of a Foster Program including, but not limited to, development of a Foster handbook and Foster contract. Janice Holladay
22. Discussion of the #10 Operation in the Shelter Builders of America report. Janice Holladay
23. Discussion and vote on recommendations regarding utilization of social media to market specific animals up for adoption as well as recruitment of volunteers and fosters. Janice Holladay
24. Discuss and direction regarding Senate bill 5 – relating to the unlawful restraint of a dog; creating a criminal offense. Vicky Duke
25. Receive Staff Report
  - a. Animal Services and Shelter Activity (August) Monthly Report
  - b. New Policies and Procedures
26. Items for future agendas
27. Adjournment

I certify that the above notice of meeting was posted on the Internet and on the bulletin boards at Killeen City Hall and at the Killeen Police Department on or before November 5, 2021.

---

Cecelia Dunbar, Administrative Assistant ACM Office

#### **CLOSED MEETINGS**

The public is hereby informed that notices for City of Killeen meetings will no longer distinguish between matters to be discussed in open or closed session of a meeting. This practice is in accordance with rulings by the Texas Attorney General that, under the Texas Open Meetings Act, the City Council may convene a closed session to discuss any matter listed on the agenda, without prior or further notice, if the matter is one that the Open Meetings Act allows to be discussed in a closed session.

#### **AMERICANS WITH DISABILITIES ACT**

This meeting is being conducted in accordance with the Texas Open Meetings Law [V.T.C.A., Government Code, § 551.001 et seq.]. This meeting is being conducted in accordance with the Americans with Disabilities Act [42 USC 12101 (1991)]. The facility is wheelchair accessible and handicap parking is available. Requests for sign interpretive services are available upon requests received at least 48 hours prior to the meeting. To make arrangements for those services, please call 254-501-7712, Assistant City Manager's Office, or TDD 1-800-734-2989.