



AGENDA
ANIMAL ADVISORY COMMITTEE
City Hall – Main Conference Room
101 N. College St. Killeen, TX 76540
Thursday, December 9, 2021
12:00 p.m.

1. Call to Order:

2. Roll Call:

Chairperson:

Vicky Duke

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 (Excused absence)

Animal Services Manager

City Staff:

Traci Briggs

City Attorney

Asha Pender

Assistant City Attorney

Cecelia Dunbar

Administrative Assistant, ACM Office

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 the November 10, 2021 regular meeting

6. Review Attendance Report

7. Discussion, direction, and action regarding progress of the Killeen Animal Shelter on owner surrender questionnaire. Jann Holladay

8. Discussion and direction regarding Committee members presenting their "check list" regarding approving potential animal adopters at the Shelter. (Tabled at November 10, 2021 Committee meeting to December 9, 2021 Meeting) Anca Neagu

9. Update by the Killeen Animal Shelter pertaining to progress of discussion, direction and action regarding implementing a Program at the Shelter pertaining to children (with adult supervision) reading to adoptable animals.

Linda Marzi

10. Update by the Killeen Animal Shelter regarding progress of discussion, direction and action on next steps in the development of a new larger Foster Program, Foster Handbook, and Foster Contract to be implemented at the Shelter wherein both the Committee and the Shelter work together on joint goals. Jann Holladay

11. Update by the Killeen Animal Shelter pertaining to progress of discussion, direction and action on the Working Cat Program, Barn Cat Program, Bully Dog Program, Adoption Guide Program, and Volunteer Program to be implemented at the Shelter wherein both the Committee and the Shelter work together on joint goals.

12. Discussion and direction on the Killeen Shelter standard operating procedures regarding rescues. Anca Neagu

13. Update by the Killeen Shelter regarding the progress of discussion, direction and action pertaining to a panel of three (3) independent individuals who will make animal euthanasia decisions instead of putting all of the responsibility on the Shelter Manager. Linda Marzi
14. Update by the Killeen Animal Shelter on progress of discussion, direction and action regarding the Shelter's pamphlets, manuals information, contracts, reference books, etc. pertaining to the Shelter's current Foster Program. Jann Holladay
15. Discussion and direction on euthanasia procedure. (Tabled from November 10, 2021 Committee Meeting for December 9, 2021 Committee Meeting) Anca Neagu
16. Discussion, direction, and action on social media for marketing shelter animals, recruiting volunteers and fosters, informing public of things going on with the shelter and its programs. Jann Holladay
17. Update by the Killeen Animal Shelter on progress of discussion, direction and action regarding positive publicity being implemented to inform residents pertaining to adopting animals from the Killeen Animal Shelter. Linda Marzi
18. Update by the Killeen Animal Shelter on progress of discussion, direction and action regarding a questionnaire pertaining to reasons for animal surrender and recommendations for data gathering at shelter regarding animal surrender. Jann Holladay
19. Update by the Killeen Animal Shelter regarding progress of discussion, direction, and action on recommendations regarding utilization of social media to market specific animals up for adoption. Linda Marzi
20. Receive Staff Report
 - a. Animal Services and Shelter Activity (November) Monthly Report
 - b. New Policies and Procedures.
21. Items for future agendas.
22. 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 December 6, 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.