

REGULAR MEETING
WILLIAMSON COUNTY REGIONAL ANIMAL SHELTER BOARD
Wednesday, Oct 28, 2020 at 2:30 PM

MEETING LOCATION:

Pursuant to the suspension of various provisions of the Texas Open Meetings Act implemented by Gov. Greg Abbott on March 16, 2020 due to the novel Corona virus (COVI D-19), the WCRAS Board meeting was conducted virtually by video/audio conferencing.

BOARD MEMBERS

Round Rock, Asst Finance Director Lorie Lankford
Williamson County Commissioner, Valerie Covey
Leander, Asst Police Chief Billy Fletcher
Cedar Park, Asst City Manager, Jackson Brockway
Hutto Assistant City Manager, Byron Franklin

1. **Call to Order**
 - a. Meeting called to order 2:30PM.
2. **Roll Call Board**
 - a. Members present on call: Commissioner Covey, Lorie Lankford, Billy Fletcher, Jackson Brockway
 - b. Board members absent: Byron Franklin, asst city manager, Hutto
 - c. Visitors: Julie Kiley, Melanie Denny, Wilco Auditor's Office
3. **Citizen Communications-** none
4. **Board Opening Comments**
 - a. Jackson Brockway looking forward to serving on this shelter board.
5. **Review and Approval of Minutes July 22, 2020**
 - a. Billy Fletcher moved to approve; Comm. Covey seconded. None opposed, minutes approved.
6. **Director's Report**
 - a. Annual Report for FY 19/20 has been completed. Shelter save rate for the past year was 95% overall. 383 dogs went into interstate transport.
 - b. Shelter staff is still on a A/B work schedule to be cautious with virus exposure.
 - c. Shelter is still doing appointments for services and has also started doing very limited walk-up business as scheduling load allows.
 - d. Annual Fur Ball is scheduled for Saturday Nov 7 and will be an online virtual event.
 - e. On Saturday Oct 31 WCRAS will have our first ever free spay/neuter event in partnership with Safe Refuge and Emancipet. Emancipet mobile clinic will be performing all of the spay/neuters onside at the shelter parking lot and WCRAS will be performing free microchipping.
 - f. On Nov 16/17 WCRAS is planning a Community Cat spay/neuter event and hopefully will perform 100 surgeries in 2 days for community cats in our jurisdiction.

7. Construction/Repair Update

- a. SMT system repair subcontractor came out on Sept 28 and reported that valve parts needed to be ordered. When Alexis called them last week for status SMT said they had not ordered parts but needed to perform more tests on Nov 2 and get specs on the shelter water heater.
- b. Vaughn Construction, Jackson & Ryan and the flooring company are working together on getting the kennel floor surfacing fixed. In early December, on the day following a dog transfer/transport day they will fix the pitting and bubbling and complete a new topcoat on the floor surface. Dale Butler/Wilco Facilities dept. is holding the warranty bond until repairs are completed to hold Vaughn accountable.
- c. The parking lot resurfacing of the Services Building and driveway has been completed successfully. The air conditioning repair has also been completed. Misty did not yet know the schedule to complete the tinting of the shelter windows.

8. Programs Update

- a. Jail to Jobs program would like to pursue a pilot program simultaneously with an initial contract. Wilco purchasing department is investigating whether this is a sole source supplier or if an RFP is possible. Lorie Lankford will forward an example of City of Round Rock's agreement that they have had in the past with this program to Misty or Comm Covey for reference info.
- b. Honor Roll program and Kitten Care program are receiving the donation funding earned by the Fur Ball event this year. Honor Roll is a positive reinforcement dog trainer who comes to the shelter and works with shelter dogs on basic obedience. Kitten Care program funds will be used to help fund kitten foster supplies and the kitten nanny position to enhance kitten survival rate.

9. Bite Quarantine Policy

- a. Recently, an Animal Control Officer has brought in animals that had bitten for the owner and told the shelter to bill the city of jurisdiction for the \$200 BQ fee because the family could not afford to pay the fee. Not only was the fee not collected from the owner, but the bite information was not properly collected for the shelter to make an accurate behavior assessment.
- b. Billy Fletcher suggested providing a form for the ACO to have the owner fill out in order to properly collect the needed bite information to pass on to the shelter.
- c. Billy Fletcher, Lorie Lankford and Jackson Brockway all indicated that they felt the owner should retain responsibility for payment of the BQ fee not the individual cities.

10. Future Meeting Dates

- a. Wednesday afternoon was agreed upon by all in attendance as the mutually agreeable date for shelter board meetings.
- b. Target frequency will be quarterly, but budget meeting may occur generally more often starting in the time frame of March/April and other additional meetings could be called as needed.
- c. Next board meeting is scheduled for Wednesday, March 24th at 3PM and will be held via Teams. Comm Covey also offered the meeting room located in her office building should one be needed for in-person meetings with physical distancing.

11. Adjourn

- a. Jackson Brockway moved to adjourn. Billy Fletcher seconded. Meeting adjourned 3:11PM.

Lorie Lankford, Chairperson

Linda Gunter, Secretary