

**AGENDA
FLOWER MOUND ANIMAL SERVICES BOARD MEETING**

OCTOBER 22, 2019

**FLOWER MOUND TOWN HALL, 2121 CROSS TIMBERS ROAD
FLOWER MOUND, TEXAS**

6:30 P.M.

An agenda information packet is available online at www.flower-mound.com/AgendaCenter

Please silence or turn off all electronic devices in Jody Smith Hall

A. CALL MEETING TO ORDER

B. ANNUAL ELECTION OF A CHAIR AND VICE-CHAIR TO THE ANIMAL SERVICES BOARD

C. PUBLIC COMMENT

To speak to the Animal Services Board during public comment, please fill out a comment form.

- Turn in form by 6:30 p.m. to the chair
- Speakers are limited to 3 minutes, a tone will sound at 30 seconds left & when time has expired
- Please state your name and address when speaking

The purpose of this item is to allow the public an opportunity to address the Animal Services Board. Issues regarding daily operational or administrative matters should first be dealt with at the administrative level by calling Animal Services at 972.874.6390 during business hours.

D. REGULAR ITEMS

1. Consider approval of the minutes from the regular meeting of the Animal Services Board held May 21, 2019.
2. Staff Report
3. AAC Chicken Coop
4. Adoption Center directional signs
5. Humane Tomorrow Update

E. COORDINATION OF CALENDARS

- The next regular meeting of the Animal Services Board is scheduled for February 25, 2020

F. FUTURE AGENDA ITEMS

G. ADJOURNMENT

I do hereby certify that the Notice of Meeting was posted on the bulletin board at the Town Hall for the Town of Flower Mound, Texas, in a place convenient and readily accessible to the general public at all times and said Notice was also posted on the Town's website in accordance with GC Section 551.056 on the following date and time: October 17, 2019, at 12:00 p.m., at least 72 hours prior to the scheduled time of said meeting.

Christine Hastings, Animal Services Manager

The Flower Mound Town Hall is wheelchair accessible. Requests for accommodations or interpretative services must be made at least 48 hours prior to this meeting by contacting, Christine Hastings, Animal Services Manager at 972-874-6390.

Animal Services Board Meeting

REGULAR ITEM 1

FLOWER MOUND ANIMAL SERVICES BOARD MEETING OF MAY 21, 2019

THE FLOWER MOUND ANIMAL SERVICES BOARD MEETING HELD ON THE 21st DAY OF MAY 2019 IN THE FLOWER MOUND TOWN HALL, LOCATED AT 2121 CROSS TIMBERS ROAD IN THE TOWN OF FLOWER MOUND, COUNTY OF DENTON, TEXAS AT 6:30 P.M.

The Animal Services Board met in a regular meeting with the following members present:

Mary O'Meara	Chair	Place 1
Christine Hastings	Member	Place 2
Carol Stephens	Member	Place 4
Clare Schroeder Brown	Member	Place 5
Kathy Schmitt	Member	Place 7
Kelly Harrington	Alternate	Place 8

The following member was not present:

Susan Bodenmiller	Vice-Chair	Place 6
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A. CALL MEETING TO ORDER

Chair O'Meara called the Animal Services Board meeting to order at 6:31 P.M.

B. PUBLIC PARTICIPATION

None.

C. REGULAR ITEMS

1. Consider approval of the minutes from the regular meeting of the Animal Services Board held February 26, 2019.

Member Hastings made a motion to approve the minutes as written. Member Schroeder Brown seconded the motion.

AYES: SCHROEDER BROWN, HASTINGS, STEPHENS, SCHMITT

NAYS: NONE

2. Staff Report

Member Hastings discussed the Activity Report and took questions from the board about the monthly reports from subjects such as clarification of the numbers and where Animal Services get their cats from. The topic if increased signage for the adoption center was requested to be added to the next meeting.

3. Registration

Member Hastings reviewed the memo that was directed to the Board Members regarding the response about providing a three year registration option.

Member Hastings reviewed the various ways residents can get their pets registered with the town and reminded the board that Flower Mound is one of the only Towns in the area that offer free registration.

4. Humane Tomorrow Update

Chair O'Meara discussed the events in which Humane Tomorrow will be involved. These events include North Texas Giving Day scheduled for September 19, Fido Fest tentatively scheduled for September 28, and a Golf Tournament which will be some time in October. The board and viewers of the meeting go to the Humane Tomorrow Facebook page or their website for any and all dates.

The Board also discussed the progress of construction of the new Humane Tomorrow building that will be built in Argyle. Alternate Member Harrington distributed an article from the March 2019 issue of the Cross Timbers Gazette describing all the features of the facility.

D. COORDINATION OF CALENDARS

The next Animal Services Board meeting is scheduled for October 22, 2019

E. FUTURE AGENDA ITEMS

Road signs

F. ADJOURNMENT

The meeting was adjourned at 6:55 p.m.

TOWN OF FLOWER MOUND, TEXAS

Mary O'Meara, Board Chair

ATTEST:

Christine Hastings, Animal Services Manager

Animal Services Board Meeting

REGULAR ITEM 2

MONTHLY REPORT

Apr-19
MONTH/YEAR

391
CALLS COMP.

ANIMALS IMPOUNDED

<u>54</u>	<u>18</u>	<u>0</u>	<u>5 (2 B, 1 GP, 1 R, 1 C,)</u>
DOGS	CATS	LIVESTOCK	OTHER

ANIMALS CLAIMED BY OWNER

<u>43</u>	<u>2</u>	<u>0</u>	<u>1 (1 rabbit)</u>
DOGS	CATS	LIVESTOCK	OTHER

ANIMALS OWNER RELEASED

<u>15</u>	<u>7</u>	<u>0</u>	<u>1 (g-pig)</u>
DOGS	CATS	LIVESTOCK	OTHER

ANIMALS ADOPTED

<u>16</u>	<u>7</u>	<u>0</u>	<u>4 (1 B, 1 GP, 1 R, 1 C)</u>
DOGS	CATS	LIVESTOCK	OTHER

ANIMALS PICKED UP BY RESCUE GROUPS

<u>1</u>	<u>1</u>	<u>0</u>	<u>0</u>
DOGS	CATS	LIVESTOCK	OTHER

ANIMALS EUTHANIZED

<u>3</u>	<u>5</u>	<u>0</u>	<u>0</u>
DOGS	CATS	LIVESTOCK	OTHER

BITE REPORTS

<u>7</u>	<u>1</u>	<u>0</u>	<u>3</u>
DOGS	CATS	LIVESTOCK	OTHER

PRESENTATIONS

7

DONATIONS

\$1,524

MONTHLY REPORT

May-19
MONTH/YEAR

457
CALLS COMP.

ANIMALS IMPOUNDED

<u>63</u>	<u>23</u>	<u>0</u>	<u>3 (Iguana,Parakeet,Rabbit)</u>
DOGS	CATS	LIVESTOCK	OTHER

ANIMALS CLAIMED BY OWNER

<u>36</u>	<u>1</u>	<u>0</u>	<u>1 (Iguana)</u>
DOGS	CATS	LIVESTOCK	OTHER

ANIMALS OWNER RELEASED

<u>16</u>	<u>13</u>	<u>0</u>	<u>0</u>
DOGS	CATS	LIVESTOCK	OTHER

ANIMALS ADOPTED

<u>19</u>	<u>7</u>	<u>0</u>	<u>2 (Parakeet,Rabbit)</u>
DOGS	CATS	LIVESTOCK	OTHER

ANIMALS PICKED UP BY RESCUE GROUPS

<u>1</u>	<u>2</u>	<u>0</u>	<u>0</u>
DOGS	CATS	LIVESTOCK	OTHER

ANIMALS EUTHANIZED

<u>2</u>	<u>5</u>	<u>0</u>	<u>0</u>
DOGS	CATS	LIVESTOCK	OTHER

BITE REPORTS

<u>15</u>	<u>1</u>	<u>0</u>	<u>0</u>
DOGS	CATS	LIVESTOCK	OTHER

PRESENTATIONS

4

DONATIONS

\$530

MONTHLY REPORT

Jun-19
MONTH/YEAR

416
CALLS COMP.

ANIMALS IMPOUNDED

<u>45</u>	<u>36</u>	<u>0</u>	<u>2 chickens</u>
DOGS	CATS	LIVESTOCK	OTHER

ANIMALS CLAIMED BY OWNER

<u>24</u>	<u>2</u>	<u>0</u>	<u>0</u>
DOGS	CATS	LIVESTOCK	OTHER

ANIMALS OWNER RELEASED

<u>12</u>	<u>8</u>	<u>0</u>	<u>2 chickens</u>
DOGS	CATS	LIVESTOCK	OTHER

ANIMALS ADOPTED

<u>16</u>	<u>16</u>	<u>0</u>	<u>2 chickens</u>
DOGS	CATS	LIVESTOCK	OTHER

ANIMALS PICKED UP BY RESCUE GROUPS

<u>1</u>	<u>5</u>	<u>0</u>	<u>0</u>
DOGS	CATS	LIVESTOCK	OTHER

ANIMALS EUTHANIZED

<u>4</u>	<u>7</u>	<u>0</u>	<u>0</u>
DOGS	CATS	LIVESTOCK	OTHER

BITE REPORTS

<u>12</u>	<u>2</u>	<u>0</u>	<u>5</u>
DOGS	CATS	LIVESTOCK	OTHER

PRESENTATIONS

4

DONATIONS

\$650

MONTHLY REPORT

Jul-19
MONTH/YEAR

375
CALLS COMP.

ANIMALS IMPOUNDED

<u>52</u>	<u>36</u>	<u>0</u>	<u>2 rabbits</u>
DOGS	CATS	LIVESTOCK	OTHER

ANIMALS CLAIMED BY OWNER

<u>26</u>	<u>0</u>	<u>0</u>	<u>0</u>
DOGS	CATS	LIVESTOCK	OTHER

ANIMALS OWNER RELEASED

<u>15</u>	<u>19</u>	<u>0</u>	<u>0</u>
DOGS	CATS	LIVESTOCK	OTHER

ANIMALS ADOPTED

<u>19</u>	<u>23</u>	<u>0</u>	<u>1 rabbit</u>
DOGS	CATS	LIVESTOCK	OTHER

ANIMALS PICKED UP BY RESCUE GROUPS

<u>2</u>	<u>5</u>	<u>0</u>	<u>0</u>
DOGS	CATS	LIVESTOCK	OTHER

ANIMALS EUTHANIZED

<u>2</u>	<u>8</u>	<u>0</u>	<u>0</u>
DOGS	CATS	LIVESTOCK	OTHER

BITE REPORTS

<u>12</u>	<u>0</u>	<u>0</u>	<u>3</u>
DOGS	CATS	LIVESTOCK	OTHER

PRESENTATIONS

6

DONATIONS

\$322

MONTHLY REPORT

Aug-19
MONTH/YEAR

396
CALLS COMP.

ANIMALS IMPOUNDED

<u>40</u>	<u>23</u>	<u>0</u>	<u>ig 3/Rabbit 1/Snake 1/Hamster 1</u>
DOGS	CATS	LIVESTOCK	OTHER

ANIMALS CLAIMED BY OWNER

<u>26</u>	<u>2</u>	<u>0</u>	<u>0</u>
DOGS	CATS	LIVESTOCK	OTHER

ANIMALS OWNER RELEASED

<u>8</u>	<u>16</u>	<u>0</u>	<u>G-Pigs 3/Hamster 1</u>
DOGS	CATS	LIVESTOCK	OTHER

ANIMALS ADOPTED

<u>19</u>	<u>31</u>	<u>0</u>	<u>G-Pigs 2/Rabbit 1/Hamster 1</u>
DOGS	CATS	LIVESTOCK	OTHER

ANIMALS PICKED UP BY RESCUE GROUPS

<u>2</u>	<u>3</u>	<u>0</u>	<u>Snake 1/G-Pig 1</u>
DOGS	CATS	LIVESTOCK	OTHER

ANIMALS EUTHANIZED

<u>1</u>	<u>0</u>	<u>0</u>	<u>0</u>
DOGS	CATS	LIVESTOCK	OTHER

BITE REPORTS

<u>12</u>	<u>4</u>	<u>0</u>	<u>2</u>
DOGS	CATS	LIVESTOCK	OTHER

PRESENTATIONS

5

DONATIONS

\$1,401

MONTHLY REPORT

Sep-19
MONTH/YEAR

436
CALLS COMP.

ANIMALS IMPOUNDED

<u>25</u>	<u>35</u>	<u>0</u>	<u>0</u>
DOGS	CATS	LIVESTOCK	OTHER

ANIMALS CLAIMED BY OWNER

<u>17</u>	<u>0</u>	<u>0</u>	<u>0</u>
DOGS	CATS	LIVESTOCK	OTHER

ANIMALS OWNER RELEASED

<u>6</u>	<u>21</u>	<u>0</u>	<u>0</u>
DOGS	CATS	LIVESTOCK	OTHER

ANIMALS ADOPTED

<u>9</u>	<u>23</u>	<u>0</u>	<u>0</u>
DOGS	CATS	LIVESTOCK	OTHER

ANIMALS PICKED UP BY RESCUE GROUPS

<u>0</u>	<u>3</u>	<u>0</u>	<u>0</u>
DOGS	CATS	LIVESTOCK	OTHER

ANIMALS EUTHANIZED

<u>1</u>	<u>1</u>	<u>0</u>	<u>0</u>
DOGS	CATS	LIVESTOCK	OTHER

BITE REPORTS

<u>4</u>	<u>4</u>	<u>0</u>	<u>3</u>
DOGS	CATS	LIVESTOCK	OTHER

PRESENTATIONS

2

DONATIONS

\$551

Flower Mound Animal Services
Activity Update - 2019

January

5 - Orientation Class
19 – Boy Scout Tour
25- Liberty Elementary School Presentation
26 - Boy Scout Tour

February

23- 5 Below Event
24 - 5 Below Event
27 - Scout tour

March

23- Orientation Class

April

6 - TCAP
11 - Clear the Shelter meeting in Fort Worth
13 - Orientation
23 - Career on Wheels Day Wellington Elementary School
26 - Career on Wheels Day Forest Vista Elementary School
27 - Girl Scout Troop #1787 Tour

May

11 - Training class / Liberty Elementary School ESD Tour
16 - Tour for Scout Badge
17 - Blanton Elementary School Career Day
18 - Hound Mound Registration Event Canceled due to extreme weather
23 – PD Volunteers - shelter talk and tour

June

19 - Baskin Robins Fundraiser
22 - Orientation Class
29 - Volunteer group photo

July

09 – Wildlife Presentation
09 - Montessori School Tour
19 - Montessori school tour
21-27 : Dairy Queen fundraiser
30 - Navigators Tour (10:30 & 11:00)

August

3 - Orientation class
7 - Rock Painting event
8 – Children’s Court Yard Presentation
9 - Library presentation
17 - Clear the Shelter
28 - Marcus students visit (student paper)
31 - Orientation Class

September

- 7 - Doggie Dive @ CAC
- 14 - Training Class
- 25 - Career on Wheels Bridlewood Elementary
- 28 - Fido Fest
- 30 - American Heritage Girls Tour

October

- 5 – Orientation
- 12 - Police Open House
- 14 – Cadence Academy School Tour
- 22 – Spanish School house presentation
- 23 – Spanish School House presentation

November

- 9 – (2) Tour groups for Girl Scouts
- 13 - Two Groups of Tours - Castle Creek school
- 21 – Forest Vista Career on Wheels day

December

None currently Scheduled

Flower Mound Animal Services Officer's Training Log

Animal Services Officers are required to complete their basic animal control course no later than the first anniversary of the date the person assumes animal control duties.

ASO's are required to complete 30 CE (Continuing Education) hours every 3 years. At the end of the 3 years, the hours reset back to 0.

Staff required to euthanize must successfully complete the euthanasia training course within 120 days (4 months) following the date of initial employment, and renew their training every 3 years thereafter.

ASO's as of October 1, 2019:

Flower Mound Animal Services Officers

Christine Hastings
Dax Gollaher
Humberto Vega
Kimberley Ciampi
Frances Ferguson

Christine Hastings - Complete

04/27/18 – 8 – Animal Law Section of the State Bar of Texas – Austin (Tx Unites conference)

04/28 - 30/18 – 15 – Texas Unites for Animals Conference.- Austin, TX

06/23 - 26/19 – 24 – Dangerous Dog Investigator – Plano, TX

07/11/19 – 0 – Sexual Harassment in the Workplace – (online, TML)

30 CE Hours completed by 6/30/2020 –Yes, completed on 6/26/19 – 47 hours

CE hours reset on 6/30/2020

Dax Gollaher – 0 hours

CE hours Reset on 09/06/2015

08/25-26/2016 – 14 – Advanced A.C.O. Training (Grand Prairie)

07/12-13/2017 – 16 – Plano Animal Services – 2 days of 4 classes

07/12/17 - 4 - Interpersonal Communications

07/12/17 – 4 – Making the Case: Shelter's role in Animal Cruelty

07/13/17 – 4 – Common Mammals of Texas: How to Capture, Control and Co-Exist

07/13/17 – 4 – Zoonotic Disease

01/13/18 – 5 – Three Year Euthanasia Training Course (online – ACT trining)

30 CE Hours completed by 9/6/2018 – Yes Completed 7/13/2017

CE hours Reset on 09/06/2018

07/11/19 – 0 – Sexual Harassment in the Workplace (online, TML)

Humberto Vega - Complete

CE start on 03/23/2017

04/2-4/2017 – 17 – Texas Certified Cruelty Investigator (TCCI) Course 101 – Plano Animal Services

11/18/2018 – 5 – Texas Euthanasia Training Review Course – ACT online

04/18/2019 – 3 – Compassion Fatigue – Keller

06/03/2019 – 8 – Canine Behavior, OC Spray, Bite Stick & Chemical Capture Course (Masfield, TX)

07/29/2019 – 0 – Sexual Harassment in the Workplace (Online, TML)

08/05-06/2019 – 14 – Advanced Animal Control Course

30 CE Hours completed by March 22, 2020? Yes, completed 6/3/2019 -33 hours

CE hours Reset on 03/22/2020

Kimberley Ciampi - 3

CE start on 2/6/2019

9/9/2019 – 3 – Compassion Fatigue Training – McKinney, Tx

30 CE hours completed by February 5, 2022? –

Frances Ferguson - 28.5

30 CE Hours start on 7/20/2017

11/28/2017 - .5 – Dog Breed ID course – Denton

04/17/2018 – 1 – PAST class – Denton

04/10/2018 – 2 – Preventing, Treating, and Stopping Transmission of Disease – Denton

04/18/2019 – 3 – Compassion Fatigue – Keller

04/26/2019 – 7 – Laws for Paws – TX Unites Pre class – Austin, TX

4/27 – 4/29/2019 – 15 – Texas Unites for Animals Conference – Austin, TX

07/12/19 – 0 – Sexual Harassment in the Workplace – online – TML

30 CE hours completed by July 20, 2020 – CE hours Reset on 07/20/2020

Euthanasia Training:

Christine Hastings – Renewed on 3/8/2017 – exp. 3/8/2020

Dax Gollaher - Renewed on 01/13/2018 – exp. 1/13/2021

Humberto Vega – Renewed on 11/18/2018 – exp. 11/18/2021

Kimberley Ciampi – Certified on 11/16/2018 – exp. 11/16/2021

Frances Ferguson – Certified on 3/2/2017 – exp. 3/2/2020

*Andrea Parrott – Certified on 8/23/2019 – exp. 8/23/2022

Dangerous Dog Investigator

This is to certify that

Christine Hastings

Received 24 hours of continuing education on

24-26 June 2019 in Plano, Texas.

J. Blewett
Tabitha Blewett – Instructor



This course has been approved by Texas Department of State Health Services for up to 24 hours of Animal Control Officer CE.

105-A Tradesmen Dr, Hutto, TX 78634 • www.humaneeducatorsofexas.com • 512-221-5464



Certificate of Completion

Dax Gollaher

has successfully completed the
Three Year Euthanasia Training Course
Online Texas DSHS-approved for 5 CE Hours

On 01/13/2018 23:04:09 UTC

Sponsored by
Flower Mound Animal Services
3950 Justin Rd
Flower Mound, Texas 75028
(972) 874-6390



President



Certificate of Attendance

Awarded to

Humberto Vega

for Attending

Advanced A.C.O. Training

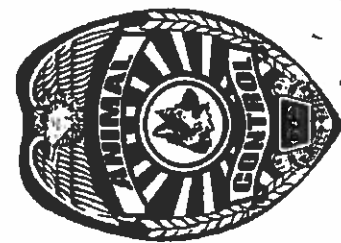
August 5-6, 2019

City of Mansfield

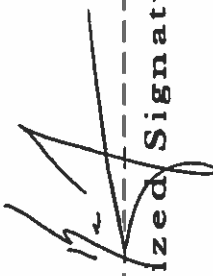
Instructor: Keane Menefee

Course Approved by the

Texas Department of State Health Services



14 CE Hours



Authorized Signature



Certificate of Attendance
Awarded to
Kimberley Ciampi
for Attending



Compassion Fatigue Training

3 CE Hours

September 9, 2019

Collin County

Instructor: Keane Menefee

Course Approved by the

Texas Department of State Health Services

Authorized Signature

A handwritten signature in blue ink, appearing to read "Keane Menefee", written over a horizontal dashed line.

Merck Animal Health
Certificate of Attendance
is hereby granted to

FRANCES FERGUSON

Preventing, Treating, and Stopping Transmission of
Disease in the Shelter Environment
by Dr Geryll Hall, DVM
Denton, TX
for 2.0 CE credits
Granted: April 10, 2018

Attendees should retain this certificate for their records and may be
required to produce this certificate as proof of attendance. Lost
certificates will not be replaced.

Geryll Gae Hall, DVM



CLEAR^{THE} SHELTERS

August 17, 2019



Total Animals Available for adoption - 19

Dogs - 10

Cats - 9

Total animals adopted – 7

Dogs - 3

Cats - 4

Returned within 30 days – 0

Animal Services Board Meeting

REGULAR ITEM 3

OMLET – Large Chicken Coop – Eglu Cube – holds up to 10 hens

Save!



RRP: \$999.00 \$899.10 Ex. Tax

Buy Now

Run Length				Colour	Wheels	
No Run	6ft Run	9ft Run	13ft Run	☒ ☐	Stand Only	Stand & Wheels



HAMPEL : Ultimate Chicken Coop with Roosting Bar - \$1,449.99

Plastic, 2 levels, 32 square feet, Chicken Capacity: 7



RURAL365 – Large Chicken Coo9p Hen House (5 X 3 X 3.5) - \$750.00 fits 5-7 hens, needs pen – not included



Animal Services Board Meeting

REGULAR ITEM 4



MEMORANDUM

To: Flower Mound Animal Services Board

From: Christine Hastings, Animal Services Manager

Date: October 22, 2019

Re: Adoption Center Increased Signage

At the Animal Services Board meeting held on May 21, 2019, it was requested that Animal Services look into the possibility of adding increased signage along F.M. 407 and F.M. 2499.

I requested the Town's Traffic Engineer's help to look into the possibility of adding directional signs on F.M. 2499 and F.M. 407. The engineer discussed this with the Denton area TXDOT representatives and it was determined that the Animal Adoption Center would require to show proof of 50,000 visitors annually before consideration for directional signage would be approved to be placed on F.M. 407 and F.M. 2499.

The Adoption Center is open 6 days a week, which would require on average 166 visitors a day. On a busy Saturday we might get up to 70 people including several volunteers and a week day up to 40 visitors. At this time we are not meeting even half the required number of visitors required to receive additional signage.

However, the Engineering department has added two directional signs. One is on the median of Terracina Boulevard which is the driveway just west of the Adoption Center as well as at the top of the parking lot at the adoption center visible as people first turn in, directing them right/east toward the shelter.



West bound – turning north from F.M. 407



North bound into the parking lot

Animal Services Board Meeting

REGULAR ITEM 5

Humane Tomorrow Update

Adopt A Pet

- Saturday, November 2 10-1 @ Petco in Highland Village
- Saturday, November 16 10-1 @ Hollywood Feed, Bartonville

Fundraising event

Flamingo Flocking – Fundraising event - Anytime

Flock a friend with flamingos for a small charge

Annual Putts for Paws – November 9. Day of golf that helps the animals.

Please Contact Humane Tomorrow directly for information on their animals and events at www.fmhs.org.