

**MINUTES**

On July 29, 2020, the Animal Management & Welfare Advisory Board met at 5:00 p.m. via Zoom to discuss the agenda.

VOTING MEMBERS	PRESENT	NO. MEETINGS HELD SINCE APPOINTMENT	NO. OF MEETINGS ATTENDED
Stacy Grant	Yes	03	02
Matt Hite	Yes	03	03
Charlie Sanchez	No	02	02
Eddie Sauer	No	02	02
Christopher Wrampelmeier	Yes	15	15

Also, in attendance were:

Courtney White	Attorney, City of Amarillo
Kathryn Wrubel	Director, AM&W, City of Amarillo
Kevin Moon	Field Services Manager, AM&W, City of Amarillo
Brandi Bullock	Interim Shelter Manger, AM&W, City of Amarillo
Dr. Stacy Smith	Shelter Vet, AM&W, City of Amarillo
Elisa Yara	Admin Operations Manager, AM&W City of Amarillo
Jason Cook	CSR Intake Specialist, AM&W, City of Amarillo

**ITEM 1: Public Comment:** None

**ITEM 2: Minutes:**

Chris Wrampelmeier, Chair, called the regularly scheduled meeting of the Amarillo Animal Management & Welfare Advisory Board to order at 5:07 P.M. The motion to approve the Minutes from Regular Meeting, January 29, 2020, was made. The motion carried 3:0.

**ITEM 3: Staff Updates:**

**Update on department operational changes due to COVID 19 pandemic.** Dr. Wrubel updated the board on NACA Best Practice protocol for AM&W during March 18-May 19, 2020, during COVID 19 pandemic. The field operations were running priority calls, postal complaints, vicious animal calls, welfare checks, sick and injured calls, and picking up deceased animals as needed. Field operations were impacted with staffing issues. The front counter operations were closed to the public. AM&W kicked off online adoptions (72 Hours Foster to Adopt) to help move the current animal population that was holding right up to March 18, 2020. We assisted with curbside reclaims to get pets back to owners. AM&W opened on May 19<sup>th</sup> to accept owner surrenders and strays by appointment only. Open intake for stray animal acceptance was opened up in real time a week later. Board member, Stacy Grant, wants to see public message posted on AM&W website to inform our public on our COVID processes.

**Update on building of new quarantine facility.** The new quarantine building is progressing. Walls are up and kennel runs for quarantining animals are in place. A designated surgery space and outdoor kennel runs will also be put in place. Building completion is expected Mid October to early November.

**Review of City ordinance addressing roadside animal sales.** Kevin Moon reviewed the current ordinance on Roadside Sales. The current ordinance requires a Transient Business license for roadside sells that is purchased from Building Safety for \$54.00.

**Presentation on creation of municipal ordinance to address abandonment of domestic animals.** Kevin Moon addressed the AM&W Advisory Board on the current state statute on abandonment of domestic animals. It is a Class A misdemeanor. It is necessary to involve local police in the process and the process becomes quite lengthy to prosecute. Kevin Moon would like the board to draft an ordinance to allow AM&W field officers to issue citations for domestic animal abandonment to prevent misconduct from animal owners. Board member, Stacy Grant stated that she would contribute to the drafting of such an ordinance.

**Presentation on Open Meetings Act.** Courtney White, Assistant City Attorney, presented a refresher course on Open Meetings Acts and its importance. Stacy Grant needs to complete her certification.

**Item 4: Schedule and set agenda for next meeting:**

Discuss the scheduled opening on the new Quarantine Building

Discuss facial recognition process to reunite pets back to their owners

Discuss how the public can be notified on the Shelter's new owner surrender by appointment process

Meeting was adjourned at 6:28 P.M.

This meeting was recorded, and all comments are on file with the City Secretary Office.

  
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Christopher Wrampelmeier, Chairperson

ATTEST:

  
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Elisa Yara, Office Manager,  
Animal Management & Welfare Dept.