



**Animal Shelter Advisory Committee
Regular Meeting via Audio/Video Broadcast
10/15/2020**

Notice is hereby given in accordance with an order of the Office of the Governor issued March 16, 2020, of a Regular Meeting of the Animal Shelter Advisory Committee of the City of San Angelo scheduled for October 15, 2020 at 12:00 p.m. The East Mezzanine of City Hall, 72 W. College Ave., San Angelo, Texas will not be open to the public. Committee members and staff will attend virtually in order to advance the public health goal of limiting face-to-face meetings (also called “social distancing”) to slow the spread of the Coronavirus (COVID-19). There will be no public access to the regular meeting location. A public, free-of-charge audio/video broadcast of the meeting will be available on the City’s YouTube channel at [youtube.com/CityofSanAngelo](https://www.youtube.com/CityofSanAngelo).

The Meeting Agenda and the Agenda Packet are posted online at <https://www.cosatx.us/departments-services/animal-services/animal-shelter-advisory-committee>.

Members of the public who wish to submit **Public Comment** on agenda items must send their written comments via email to Morgan.Chegwidden@cosatx.us by noon October 14, 2020.

The subject must be in the following format: “Public Comment, [item number] – October 15, 2020.”

All emails must include your name and address or SMD.

Please note all Public Comment emails relevant to posted agenda items received by the deadline will be published as part of the agenda packet prior to the meeting and are therefore public record.

Call 325-657-4225 for staff assistance.

A recording of the meeting will be available to the public in accordance with the Open Meetings Act upon written request.

1. Call to Order/Roll Call to Establish Quorum

2. Special Instructions

All members of the council and staff should begin speaking by stating their full name and their SMD position or role within the city.

3. Public Comment

At this time Committee Members may ask staff members questions regarding Public Comments submitted via email.

4. Consent Agenda

- a. Consider approving the August 27, 2020 Animal Shelter Advisory Committee regular meeting minutes
- b. Consider accepting report of positive rabies specimens

5. Regular Agenda

- a. Discussion and possible action related to monthly shelter numbers for June 2020
- b. Discussion and possible action related to monthly shelter numbers for July 2020
- c. Discussion and possible action related to monthly shelter numbers for August 2020
- d. Discussion and possible action related to monthly shelter numbers for September 2020
- e. Discussion and possible action related to annual shelter numbers for fiscal year 2019-20
- f. Consider approving standard operating procedure for returning community cats to field

6. Follow Up and Administrative Issues

- a. Discussion and possible action related to 2021 meeting dates

7. Adjournment

I hereby certify that the above notice of meeting was published on the City of San Angelo's website on the 8th day of October, 2020 at 4:18 p.m.

Julia Antilley for Morgan Chegwidden
Morgan Chegwidden, Assistant Director
Neighborhood & Family Services

All agenda items are subject to action. The Animal Shelter Advisory Committee reserves the right to consider business out of posted order.

In compliance with the Americans with Disabilities Act, the City of San Angelo will provide for reasonable accommodations for persons attending board or commission meetings. To better serve you, requests should be received 48 hours prior to the meetings. Please contact the Assistant Director Neighborhood & Family Services at 325-657-4225.



Requestor: Morgan Chegwidden, Assistant Director of Neighborhood Services, Neighborhood and Family Services, 325-657-4224

Meeting Date: October 15, 2020

Item type: Consent Item

Caption:

Consider approving the August 27, 2020 Animal Shelter Advisory Committee regular meeting minutes

Summary/History:

Attached are the draft minutes for the committee's consideration.

Financial Impact:

N/A

Other Information/Recommendation:

Staff recommends approval.

Attachments:

1.	3a 200827 ASAC Minutes	3a 200827 ASAC Minutes.docx
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Presentation:

None

Approvals/Reviews:

Morgan Chegwidden
Theresa James

Created/Initiated
Final Approval



**City of San Angelo, Texas
Animal Shelter Advisory Committee Minutes
August 27, 2020**

Present:

Victor Schulze, Mayoral Representative
Caitlin Wylie, SMD1
Jen Murphy, SMD2
Ryan Smith, SMD4
Morgan Chegwiddden, SMD6

1. Call to Order

With a quorum of the committee members present, Chairperson Ryan Smith called the regular meeting Animal Shelter Advisory Committee to order at 12:02 p.m. on August 27, 2020 via Zoom livestreamed to the City's YouTube channel at [youtube.com/CityofSanAngelo](https://www.youtube.com/CityofSanAngelo).

2. Special Instructions

Chairperson Smith read special instructions for the virtual meeting.

3. Public Comment

No public comment was submitted.

4. Consent Agenda

- a. Consider approving the August 20, 2020 Animal Shelter Advisory Committee regular meeting minutes.

MOTION: Committee member Wylie moved for approval of the consent agenda, seconded by Committee member Schulze. The motion carried unanimously five (5) ayes to zero (0) nays.

5. Regular Agenda

- a. Discussion and possible action related to monthly shelter numbers for January 2020.

A presentation was made by shelter supervisor Lindsey Newton. No action was taken on this item.

- b. Discussion and possible action related to monthly shelter numbers for February 2020.

A presentation was made by shelter supervisor Lindsey Newton. No action was taken on this item.

- c. Discussion and possible action related to monthly shelter numbers for March 2020.

A presentation was made by shelter supervisor Lindsey Newton. No action was taken on this item.

- d. Discussion and possible action related to monthly shelter numbers for April 2020.

A presentation was made by shelter supervisor Lindsey Newton. No action was taken on this item.

- e. Discussion and possible action related to annual shelter numbers for May 2020.

A presentation was made by shelter supervisor Lindsey Newton. No action was taken on this item.

f. Update on expanding managed intake option for stray pets.

A presentation was made by Neighborhood & Family Services Assistant Director Morgan Chegwidden. No action was taken on this item.

6. Follow Up and Administrative Issues

Committee member Morgan Chegwidden announced workshop was postponed due to COVID-19.

7. Adjournment

MOTION: Committee member Smith moved for adjournment, seconded by committee member Wylie. The motion carried unanimously five (5) ayes to zero (0) nays. The meeting was adjourned at 12:23 p.m.



Requestor: Morgan Chegwiddden, Assistant Director of Neighborhood Services, Neighborhood and Family Services, 325-657-4224

Meeting Date: October 15, 2020

Item type: Consent Item

Caption:

Consider accepting report of positive rabies specimens

Summary/History:

This agenda item serves to update you on the positive rabies specimens that we've collected this year. Several specimens tested positive since our last report.

Specimen 4153
January 9, 2020
Concho County
No human exposure, confirmed pet dog exposure

Specimen 4154
January 9, 2020
Runnels County
No human exposure, confirmed pet dog exposure

Specimen N/A
July 13, 2020
Runnels County
Cat
Confirmed human exposure

Specimen 4186
July 27, 2020
Lake Nasworthy
Raccoon
Confirmed human exposure

Specimen 4190
August 17, 2020
Bentwood Country Club
Skunk
No human exposure

Financial Impact:

N/A

Other Information/Recommendation:

No action necessary at this time.

Attachments:

Presentation:

None

Approvals/Reviews:

Morgan Chegidden
Theresa James

Created/Initiated
Final Approval



Requestor: Morgan Chegwidden, Assistant Director of Neighborhood Services, Neighborhood and Family Services, 325-657-4224

Meeting Date: October 15, 2020

Item type: Regular Item

Caption:

Discussion and possible action related to monthly shelter numbers for June 2020

Summary/History:

598 new animals arrived in the shelter during June. 289 were adopted/transferred, 156 were redeemed by their owner, 41 were euthanized and 413 were left in the shelter at month end.

Our live release rate was 83.80%.

23 citizens used the microchip clinic.

Financial Impact:

N/A

Other Information/Recommendation:

No action necessary at this time.

Attachments:

- | | | |
|----|---------------------|--------------------------|
| 1. | 4f 200820 ASAC June | 4f 200820 ASAC June.pptx |
|----|---------------------|--------------------------|

Presentation:

Yes

Approvals/Reviews:

Morgan Chegwidden
Theresa James

Created/Initiated
Final Approval



Animal Shelter Advisory Committee

August 20, 2020



June 2020

- 598 new arrivals
- 289 adopted/rescue transferred
- 156 redeemed by owner
- 41 euthanized (feral, injured, sick, aggressive)
- 23 microchip clinic
- 413 left in shelter
- 83.80% released live



June 2020

- 41 Euthanized
 - 28 cats
 - 6 dogs
 - 7 other



June 2020

- 41 Euthanized
 - 358 Sick/Injured/Failure to thrive
 - 6 Aggressive/Bite Quarantine





Animal Shelter Advisory Committee

August 20, 2020





Requestor: Morgan Chegwidden, Assistant Director of Neighborhood Services, Neighborhood and Family Services, 325-657-4224

Meeting Date: October 15, 2020

Item type: Regular Item

Caption:

Discussion and possible action related to monthly shelter numbers for July 2020

Summary/History:

352 new animals arrived in the shelter during July. 179 were adopted/transferred, 131 were redeemed by their owner, 27 were euthanized and 389 were left in the shelter at month end.

Our live release rate was 81.79%.

16 citizens used the microchip clinic.

Financial Impact:

N/A

Other Information/Recommendation:

No action necessary at this time.

Attachments:

- | | | |
|----|---------------------|--------------------------|
| 1. | 4a 201015 ASAC July | 4a 201015 ASAC July.pptx |
|----|---------------------|--------------------------|

Presentation:

Yes

Approvals/Reviews:

Morgan Chegwidden
Theresa James

Created/Initiated
Final Approval



Animal Shelter Advisory Committee

October 15, 2020



July 2020

- 352 new arrivals
- 179 adopted/rescue transferred
- 131 redeemed by owner
- 27 euthanized (feral, injured, sick, aggressive)
- 16 microchip clinic
- 389 left in shelter
- 81.79% released live



July 2020

- 27 Euthanized
 - 16 cats
 - 4 dogs
 - 7 other



July 2020

- 27 Euthanized
 - 23 Sick/Injured/Failure to thrive
 - 4 Aggressive/Bite Quarantine





Animal Shelter Advisory Committee

October 15, 2020





Requestor: Morgan Chegwidden, Assistant Director of Neighborhood Services, Neighborhood and Family Services, 325-657-4224

Meeting Date: October 15, 2020

Item type: Regular Item

Caption:

Discussion and possible action related to monthly shelter numbers for August 2020

Summary/History:

364 new animals arrived in the shelter during August. 182 were adopted/transferred, 144 were redeemed by their owner, 49 were euthanized and 358 were left in the shelter at month end.

Our live release rate was 80.89%.

15 citizens used the microchip clinic.

Financial Impact:

N/A

Other Information/Recommendation:

No action necessary at this time.

Attachments:

1.	4c 201015 ASAC August	4c 201015 ASAC August.pptx
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Presentation:

Yes

Approvals/Reviews:

Morgan Chegwidden
Theresa James

Created/Initiated
Final Approval



Animal Shelter Advisory Committee

October 15, 2020



August 2020

- 364 new arrivals
- 182 adopted/rescue transferred
- 144 redeemed by owner
- 49 euthanized (feral, injured, sick, aggressive)
- 15 microchip clinic
- 358 left in shelter
- 80.89% released live



August 2020

- 49 Euthanized
 - 38 cats
 - 6 dogs
 - 5 other



August 2020

- 49 Euthanized
 - 31 Sick/Injured/Failure to thrive
 - 7 Aggressive/Bite Quarantine





Animal Shelter Advisory Committee

October 15, 2020





Requestor: Morgan Chegwidden, Assistant Director of Neighborhood Services, Neighborhood and Family Services, 325-657-4224

Meeting Date: October 15, 2020

Item type: Regular Item

Caption:

Discussion and possible action related to monthly shelter numbers for September 2020

Summary/History:

363 new animals arrived in the shelter during September. 135 were adopted/transferred, 138 were redeemed by their owner, 28 were euthanized and 407 were left in the shelter at month end.

Our live release rate was 86.94%.

29 citizens used the microchip clinic.

Financial Impact:

N/A

Other Information/Recommendation:

No action necessary at this time.

Attachments:

- | | | |
|----|--------------------------|-------------------------------|
| 1. | 4d 201015 ASAC September | 4d 201015 ASAC September.pptx |
|----|--------------------------|-------------------------------|

Presentation:

Yes

Approvals/Reviews:

Morgan Chegwidden
Theresa James

Created/Initiated
Final Approval



Animal Shelter Advisory Committee

October 15, 2020



September 2020

- 363 new arrivals
- 135 adopted/rescue transferred
- 138 redeemed by owner
- 28 euthanized (feral, injured, sick, aggressive)
- 29 microchip clinic
- 407 left in shelter
- 86.94% released live



September 2020

- 28 Euthanized
 - 22 cats
 - 5 dogs
 - 1 other



September 2020

- 28 Euthanized
 - 24 Sick/Injured/Failure to thrive
 - 4 Aggressive/Bite Quarantine





Animal Shelter Advisory Committee

October 15, 2020





Requestor: Morgan Chegwidden, Assistant Director of Neighborhood Services, Neighborhood and Family Services, 325-657-4224

Meeting Date: October 15, 2020

Item type: Regular Item

Caption:

Discussion and possible action related to annual shelter numbers for fiscal year 2019-20

Summary/History:

4,560 new animals arrived in the shelter during fiscal year 2019-20. 2,223 were adopted/transferred, 1,561 were redeemed by their owner, 592 were euthanized and 407 were left in the shelter at year end.

Our live release rate was 82.10%.

388 citizens used the microchip clinic.

Financial Impact:

N/A

Other Information/Recommendation:

No action necessary at this time.

Attachments:

- | | | |
|----|---------------------|--------------------------|
| 1. | 4e 201015 ASAC FY20 | 4e 201015 ASAC FY20.pptx |
|----|---------------------|--------------------------|

Presentation:

Yes

Approvals/Reviews:

Morgan Chegwidden
Theresa James

Created/Initiated
Final Approval



Animal Shelter Advisory Committee

October 15, 2020



FY2020

- 4,560 new arrivals
- 2,223 adopted/rescue transferred
- 1,561 redeemed by owner
- 592 euthanized (injured, sick, aggressive)
- 388 microchip clinic
- 407 left in shelter
- 82.10% released live



FY2020

- 592 Euthanized
 - 361 cats
 - 153 dogs
 - 78 other



FY2020

- 592 Euthanized
 - 445 Sick/Injured/Failure to thrive
 - 115 Aggressive/Bite Quarantine
 - 29 Feral (not sick)
 - 2 Wildlife
 - 1 Owner requested



FY2020

	APA Best Practices	FY2020
Adoptions	70%	23%
Return to Owner	15%	34%
Transfers	10%	25%
Death	5%	18%





Animal Shelter Advisory Committee

October 15, 2020





Requestor: Morgan Chegwidden, Assistant Director of Neighborhood Services, Neighborhood and Family Services, 325-657-4224

Meeting Date: October 15, 2020

Item type: Regular Item

Caption:

Consider approving standard operating procedure for returning community cats to field

Summary/History:

Financial Impact:

Other Information/Recommendation:

Attachments:

- | | | |
|----|--|---|
| 1. | 201015 SOP Community Cat Return to Field | 201015 SOP Community Cat Return to Field.docx |
| 2. | 4f 201015 ASAC Community Cat Return to Field | 4f 201015 ASAC Community Cat Return to Field.pptx |

Presentation:

Approvals/Reviews:

Morgan Chegwidden
Theresa James

Created/Initiated
Final Approval

City of San Angelo
Neighborhood & Family Services
Animal Services

Standard Operating Procedure

Animal Services – Shelter-Neuter-Return Community Cats

The City of San Angelo Animal Services division aims to ensure the live release of all animals in our care. That vision is served by aiming to return feral and semi-feral cats to their original habitat whenever possible.

San Angelo's local ordinance provides requirements for community cat caregivers, city animal services and sponsoring organizations. Although city animal services is not mandated to spay/neuter community cats, it has become necessary to do so to ensure the live release of hundreds of healthy feral cats annually.

Funding for the city's shelter-neuter-return program is limited and has launched with the piecemeal harvesting of funds from various budgetary savings and donations. A stable, annual allocation is not yet identified so limited funding is available. Prioritization of services shall be executed as follows:

- Sufficient funds (\$12,000 - \$18,000 annually) – all cats spayed/neutered and rabies vaccinated
- Moderate funds (\$8,000 - \$12,000 annually) – female cats spayed and all cats rabies vaccinated
- Minimal funds (\$3,000 - \$8,000 annually) – all cats rabies vaccinated
- Insufficient funds (\$0 - \$3,000) – little or no cats rabies vaccinated

To be returned to field (RTF):

- The cat should be feral, semi-feral or a friendly outdoor cat if she has a caretaker wanting her returned.
- The cat should be cleared of medical concerns, if any, and all veterinary needs met.
- If sufficient funding, the cat should be spayed/neutered and rabies vaccinated.
- The location of return is appropriate.
- The cat originally presented in good body weight and/or showed signs of thriving in original habitat.
- Contact with the caretaker, finder or Good Samaritan should be attempted to let them know the cat is being returned and ask if there are any concerns.

- The cat should be at least four (4) months of age. Cats under four (4) months of age should be socialized for adoption.
- If the cat is geriatric or hospice, consider placing at a specialized colony for ongoing observation.
- The window to return a cat to field is approximately three (3) months from the date the cat was removed from the habitat.

Cats who are returned to field are not recorded as adoptions. The correct procedure for outcoming a RTF cat is return to owner and select "COSA SNR" as the person.

A robust shelter-neuter-return program is necessary to make San Angelo a No-Kill community. This procedure provides for a live outcome of healthy candidates who no longer reproduce. Keeping established cats in their home area also prevents the influx of new cats.

Long term administration of this program will ultimately limit and manage the population of community cats in San Angelo.



Animal Shelter Advisory Committee

October 15, 2020



Shelter Neuter Return

- Provides for the live release of community cats
- Feral, semi-feral or domestic cats with an identified caregiver



Shelter Neuter Return

- Funding is limited
- Launched FY20 with salary savings
- Continued in FY21 with donations
- Stable, annual allocation not yet identified



Shelter Neuter Return

- Prioritize services
 - Sufficient funds – all cats spayed/neutered and rabies vaccinated
 - Moderate funds – female cats spayed and all cats rabies vaccinated
 - Minimal funds – all cats rabies vaccinated
 - Insufficient funds – little or no cats rabies vaccinated



Shelter Neuter Return

- To be returned to field
 - Feral, semi-feral or domestic with caretaker
 - Cleared of medical concerns
 - Spayed/neutered and rabies vaccinated if sufficient funding
 - Location of return is appropriate
 - Cat is a healthy weight



Shelter Neuter Return

- To be returned to field
 - Cat should be four months of age
 - Geriatric or hospice should be placed in specialized colony
 - Return within three months



Shelter Neuter Return

- Robust shelter-neuter-return is necessary to become no-kill
- Policy provides for live outcome of healthy candidates
- Prevents the influx of new cats
- Prevents reproducing when sufficient funding





Animal Shelter Advisory Committee

October 15, 2020





Requestor: Morgan Chegwidden, Assistant Director of Neighborhood Services, Neighborhood and Family Services, 325-657-4224

Meeting Date: October 15, 2020

Item type: Regular Item

Caption:

Discussion and possible action related to 2021 meeting dates

Summary/History:

To comply with state health code 823, the animal shelter advisory committee must meet at least three times annually. I recommend meeting six times in calendar year 2021 to be available for necessary items to achieve 90% of animals released alive by fiscal year end. Proposed dates include:

- January 21, 2021
- February 18, 2021
- April 15, 2021
- June 17, 2021
- August 19, 2021
- October 21, 2021

As provided in the bylaws, additional meetings may be called by the chairperson.

Financial Impact:

N/A

Other Information/Recommendation:

Staff recommends approval.

Attachments:

Presentation:

Yes

Approvals/Reviews:

Morgan Chegwidden
Theresa James

Created/Initiated
Final Approval