

Animal Care Advisory Committee  
February 12, 2020

A regular meeting of the Animal Care Advisory Committee of the City of Waxahachie, Texas was held in the Training Room at Waxahachie Police Department, 630 Farley Street on Wednesday, February 12, 2020 at 12:00 p.m.

Members Present: Assistant Police Chief Joe Wiser, Chairman  
Dr. Tommy Menser, Veterinarian  
Terri Muniz, Animal Services Officer  
Melony Jordan, Code Enforcement Officer  
Nelda Corbell, Humane Society of North Texas

Others Present: Clarice Crocker, Administrative Clerk  
Mary Lou Shipley, Mayor Pro Tem

**1. Call to Order**

Chairman Assistant Police Chief Joe Wiser called the meeting to order.

**2. Invocation**

Mayor Pro Tem Mary Lou Shipley gave the invocation.

**3. Public Comments**

None

**4. Approval of Minutes of the Animal Care Advisory Committee of December 11, 2019**

**Action:**

*Ms. Terri Muniz moved to approve minutes of the Animal Care Advisory Committee meeting of December 11, 2019. Ms. Melony Jordan seconded, All Ayes.*

**5. Discuss renovation of Building 1 and take any necessary action**

Ms. Terri Muniz, Animal Services Officer, discussed upgrading Building 1 which is the main building that houses the first six kennels and offices. She stated paint is ordered and they will power wash, scrub, and paint inside and outside kennels. Ms. Muniz hopes to start the renovations in April.

**6. Discuss operating hours to assist citizen's needs and take any necessary action**

Chairman Assistant Police Chief Wiser and Ms. Muniz discussed the possibility of an alternative schedule for animal control services to allow citizens more accessible hours to adopt animals and for Staff to come in two hours earlier in the morning to clean before opening the shelter to the public. Ms. Muniz suggested the following operating hours: Monday and Wednesday from 6:00 a.m. – 7:00 p.m. (open to the public at 8:00 a.m.); Tuesday, Thursday, and Friday from 6:00 a.m. – 5:00 p.m. (open to the public at 8:00 a.m.); and Saturday 7:00 a.m. – 12:00 p.m. (open to the public at 9:00 a.m.).

Ms. Nelda Corbell, Humane Society of North Texas, commented that the extended hours seem to help from her past experience.

Chairman Assistant Police Chief Wiser stated he is hoping to get the schedule change implemented soon and will keep the Committee updated.

**7. Hear monthly report of day-to-day operations at the animal shelter**

Ms. Muniz presented the monthly report of day-to-day operations at the animal shelter. She referenced the number of transferred animals to rescues in November (17) noting the shelter works hard with several rescues. She stated the month of December was a slow month; however, the numbers are picking back up.

**8. Discuss upcoming event “Cops 4 Kids” and take any necessary action**

Chairman Assistant Police Chief Wiser stated the 4<sup>th</sup> Annual Cops 4 Kids event will be held on Saturday, April 4, 2020 at Getzendaner Park from 11:00 a.m. – 2:00 p.m. noting there will be animals available for adoption with adoption fees waived, free bicycles given away, bounce houses, hot dogs, and free children activities.

**9. Set next meeting date and time of the Waxahachie Animal Care Advisory Committee**

The Animal Care Advisory Committee set their next meetings for the following dates:

- Wednesday, May 13, 2020 at 12:00 p.m.
- Wednesday, August 12, 2020 at 12:00 p.m.
- Wednesday, November 18, 2020 at 12:00 p.m.

**10. Adjourn**

There being no further business, the meeting adjourned at 12:19 p.m.

Respectfully submitted,

Clarice Crocker  
Administrative Clerk