

REGULAR MEETING
WILLIAMSON COUNTY REGIONAL ANIMAL SHELTER BOARD
Thursday, February 17, 2022 at 3:00 PM

MEETING LOCATION:

This WCRAS Board meeting was conducted virtually by video/audio conferencing.

BOARD MEMBERS

Williamson County Commissioner, Valerie Covey
Leander, Asst Police Chief Billy Fletcher
Round Rock, Finance Manager Erica Solis
Cedar Park, Lieutenant Bobby Vernengo
Hutto, Absent

Visitors

Alexis Fine

Julie Kiley

Call to order: 3:03pm

Citizen's communications- none

Director's Report

- Today we have 60 cats and 157 dogs
- 9 bite incidents
- 2 charitable donations
 - o 50,000 Connie Reynolds- new kitten nursery
 - o 142,800- Ted and Janet Walinski- life saving
- GT discussing changing fire code
 - o We are ok with all new changes but carbon dioxide detection. Working on quote
- Made it through another winter storm
 - o Staff including Misty stayed the night. No loss of power or water or pipes breaking
 - o Deliveries weren't impacted
 - o Much better prepared
 - o Getting better at being prepared
- J2J
 - o Hired our first J2J to be an employee
 - o Another wanting a position when it becomes available
- Annual report
 - o Done and printed
 - o Send Misty address if you want report
- In person meeting
 - o Comfortable meeting in person for next meeting April 27th at 3pm
 - o Comm. Covey is checking conference room availability
 - o Okay moving forward with it
- Comm. Covey is thrilled about the j2j. hiring people who are trained. Fire code is alarming, but glad Misty is working on it. Co2 might be a cost. Misty asked Christi to put out a bid.
- One room is not up to date for fire code. Only has 1 outlet and we are having to use an extension cord for major appliances

Partnership with Animal Control

- Misty wanted to make sure everyone knew the following:

- o Shelter has never asked ACO not to bring animals
- o Even when we were closed, we asked the public to reach out to ACO to bring them in
- o We never turn animals away in our jurisdiction
- o We do ask if finders can hold on to strays, but do not require them to do so
- o We have asked to make sure ACOs are scanning and trying to return in field and bring them in when needed

Comm. Covey- we know the cities pay in by how many animals they bring in. Good to clear up miscommunication

- Leander ACO's are not telling people we are full. Maybe a rumor going around or a patrol officer. ACO is not telling them. Comm. Covey would be surprised if they were
- Comm. Covey- if our shelter was closed assumed Misty would contact ACOs first. Yes, she would let the board and ACOs know first
- Sharing bite reports to the shelter. Dog bit our staff member very significant. Later found an owner who reported to us many other behaviors and bites that was never shared from ACO to shelter staff.
- Comm. Covey- What would be the reason? We don't know. Years ago, Misty had to do a records request
- Comm. Covey- shouldn't be like that for partners. Information should be shared. Misty can draft something up and as board members send it to the ACOS.
- Misty has to do to all ACO departments to find more information. Especially the ones where they put the staff at risk
- Leander rep mentioned it could be a time issue. Drop off the animal and then do report later.
- Bite report sent to Misty within 10 days
- Cedar Park rep mentioned they could see a delay getting report but liked an intake form.
- Email form to Misty and then she can decide who needs the information and get it to them quickly. Will draft up a letter and have board approve before sending out

Incorporating new jurisdiction

Comm. Covey is talking to our attorney- what the process is for joining our shelter. If Florence were to join, they would be considered in the county's portion. So, county would pay less and then Florence would pay the difference. If we expand then they would have their own portion. Completely different if another city wanted to join, city of Taylor. Florence would like to join officially. The board is welcoming everyone who wants to join financially.

Comm. Covey- Want Charlie to look at our amendments. A good path as we grow and entities joining us.

Misty- thinks Florence is ready to join but does not know if he has gone up through the chain of command.

Comm. Covey- we haven't given him a number yet. Florence wouldn't need capital cost, just operational cost.

Leander rep- Florence very small impact, but if a city like Taylor would be joining then we would need to talk about expanding

Comm. Covey- would need to have something in our amendment to cover if a big city wants to join

Contracts

Still looking for a vet

Misty proposed to hire a vet on an as needed bases, similar to spay and neuter vet but sets them up to come in on an hourly rate. Look at our medical cases and decide what is the best course of treatment

We use our spay and neuter vet 2-3 times a week. She has been coming in for extra days

Comm. Covey wanted to confirm, hire someone to come in for \$50.00 and wanted to know if Jane's fund could cover this.

Misty stated yes, it can come from Jane's fund and other funding avenues. Right now, Jane's fund is already paying their medical care

Jane's funds is a donation fund that covers medical treatments

Leander rep, can we use any money from not having a vet to cover medical treatments?

Misty, we can't move money from full time employee

Comm. Covey- janes fund would save money anyway

Budget

- Personnel
 - o Sustained the assistant manager. Most would still be covered by grant
 - Paid out of Petco grant. We didn't have a good candidate until deep into this budget. Don't have good numbers for how many she has deferred. We will be able to use this for part of the Petco grant just need to fill in the gap. It would be the majority of next budget cycle. Maybe only need less than 10,000 from wilco. Everything else would be from grant or donations. Need to add workers comp for estimated. TCDRS bump up to .17.
 - Comm. Covey- thinks this is an important job and keep the data. Reduce animals. Decrease owners alone.
 - Misty- increase in owner surrenders. Death of family, change of living, boarding facilities.
 - o Assistant health tech. assist in our clinic. 1 tech, 1 vet, 1 volunteer (surgical packs). Difficult to find a volunteer comfortable. Lifesaving position. 2 animals got bad infections from not properly cleaning animals. Had to rush an animal to the vet on Monday who was bleeding from surgery. Boots on the ground right there. On non-surgery days, inventory. Believe we could get costs down if only 1-person oversees inventory. Compliance with DEA regulations. Control substances are being put in the system properly.
 - o Animal health tech, prepares, monitors, sedates, gets everything ready so the vet can just o the surgery
 - o Seasonal positions. Hiring seasonal care would be good use of 142,800 grant. They were cats lovers. It would go towards caring the kittens this summer. 5 months for 2
 - o positions. Add it on to this budget cycle and next. April start looking for staff. Direct kitten care. Need to touch base with workers comp. keep compliance with county position
 - o Part time to full time
 - Standard animal care specialist.
 - Senior lead
 - o We have already used up our line item to get new staff drug tested due to staff turnover. Part time is the hardest position to fill. Hoping this will help with retention
 - o We have the same staff who feeds and cleans the animal and the customer service. We are not on par with guidelines for number of animals per cleaning

- o Comm. Covey- what happens if we don't meet it. Misty- no punishment just frowned upon
- Comm. Covey- Misty is to put dollar amounts for each position and which bucket of money it is coming from.
- Continue J2J- it was funded by Petco grant
 - o Add cat component
- Petco is going away so county would be picking up positions
- Cost sharing on all new positions
- Comm. Covey wants to think about it and how it all would work out
 - o Board talks about it, Misty would submit it through the budget process for review, they will also take donations into consideration, then go to court
 - o If board says no, then it is a no and stops there
 - o Wants to see more numbers, misty get with Julie
 - o Talk more next meeting
- Leander- staffing, is the assistant manager new? It was a new fully grant for this year
 - o Vet tech- new position, 2 new seasonal, moving two part time to full time

-think we will get a big no for 6 positions. Might be a better approach to have some fully paid for by donations. Anything with medical try to use janes fund. J2j is great and it is easy to have people support it. Talk again about where it makes sense to pull the money from.

We can't keep up with the pace of animals. Needs to be communicated to the community. Biggest cost is running out of space. Another expansion. Buy in from community.

Need to see data on how we can keep animals in homes, rent, food. The board needs to make more of a mention it to the community.

Sending 20 dogs to Washington this Saturday. They have better spay and neuter regulations. Some people can't pay for it. We have people lined up at 4am for a free day.

Work up to something where we can have more free days.

Focus our attention on owner surrenders, this year and next year. Spay and neuter seems the way to go.

Emancipet is also understaffed and hasn't been able to commit to all of their locations.

In house or outside? Hire out if we had the money. At cost? Not for profit.

Misty- one of her dreams would be an addition or a trailer to rent to emancipet with low to free care on site. First need to bring more vets. If we expand past spay and neuter we might hear from our private vets.

Leander- does county pay workers comp and unemployment insurance. Yes to workers and will ask for unemployment. We don't pay into unemployment. We file a quarterly report. 5,000 budget for the shelter already spent half that.

Adjourn: 4:27pm

Commissioner Valerie Covey, Chairperson

Erin Duran for Linda Gunter, Secretary