

**Animal Shelter Advisory Committee**  
**Monday, May 16, 2022**  
**Regular Meeting**  
**Animal Shelter Meeting Room**

**Committee Roll Call:**

Jasmine O'Keefe  
Amy Potter Losh  
Dr. Betsy Robinson  
Stacey Warner  
Elizabeth Ruiz  
Susanne Joosten

**Absent:**

Assistant Chief Cliff Woitena

Meeting was called to order at 6:17 p.m.

**AGENDA:**

**No public comments.**

**Presentation on Robert's Rule of Order, conflicts of interest, and Texas Open Meetings Act**

- Paige Bailey, Assistant City Attorney for the City of League City, gave the presentation and provided a handout.

**Shelter Statistics/Managers report**

- April 2022 statistics were reviewed –
  - Live release rate is 94% (dogs-99%; cats-89%)
  - Total intake: 287
  - Total Adoptions: 86
  - Total Return to Owner: 65
  - Average Daily Population: 114
  - 115 volunteers worked an average of 1283 hours
  - 140 active foster parents / 231 foster pets
- The LCAC team is participating in a monthly Team Night Out, an activity to enhance morale and team spirit.

**Discussions were held on:**

- Proposed microchipping ordinance – the proposal will be presented to council on May 24, 2022.
- Proposed staffing budget – a presentation was given by Monica Millican. Capacity of care, national guidelines for standards of care, and ideas on how LCAC can work to meet the Required Staff for Daily Care was discussed. Monica and Jasmine are working to develop a plan where volunteers manage volunteers.
- LCAC SOPs – continued work is being done to finalize the procedures.

Next meeting will be Monday, June 20, 2022, at 6:15 p.m.

Meeting adjourned at 7:37 p.m.