



AGENDA
ANIMAL SERVICES CENTER ADVISORY COMMITTEE
REGULAR MEETING
7105 WHITLEY ROAD, WATAUGA, TEXAS 76148
FRIDAY, OCTOBER 19, 2018
1:00 PM

CALL TO ORDER

CITIZEN'S OPEN FORUM Individuals requesting to speak during Citizen's Open Forum will be required to complete a "REQUEST TO SPEAK FORM" and present it to the Secretary of the Animal Services Advisory Committee prior to commencement of the meeting. Speakers are limited to three minutes. The purpose of this item is to allow citizens an opportunity to address the Animal Services Advisory Committee on issues that are not the subject of a public hearing. Items which require a public hearing will allow citizens or visitors to speak at the time that item is introduced on the agenda. No deliberation or comments will be made with regard to citizen comments and no formal action can be taken by the Animal Services Advisory Committee on items that are not posted on the agenda.

REPORTS

1. Update on DSHS 2018 yearly inspection
2. Update on 2018 Vet Inspection

NEW BUSINESS

1. Discussion on overview of TNR (Trap Neuter Release)

ADJOURNMENT

NOTICE

THIS FACILITY IS WHEELCHAIR ACCESSIBLE AND ACCESSIBLE PARKING SPACES ARE AVAILABLE. REQUESTS FOR ACCOMMODATIONS OR INTERPRETIVE SERVICES MUST BE MADE 48 HOURS PRIOR TO THIS MEETING. PLEASE CONTACT THE CITY SECRETARY'S OFFICE AT (817) 514-5825, OR FAX (817) 514-3625.

I, Zolaina R. Parker, City Secretary for the City of Watauga, do hereby certify that this agenda was posted on the bulletin boards at City Hall, 7105 Whitley Road, Watauga, Texas, on October 16, 2018, before 1:00 p.m., in accordance with Chapter 551 of the Texas Government Code.

Zolaina R. Parker
Zolaina R. Parker, City Secretary, TRMC





AGENDA MEMORANDUM

DATE: October 16, 2018

TO: Animal Services Advisory Committee Member

FROM: Alex Magee, Animal Services Supervisor

SUBJECT: Update on DSHS 2018 yearly inspection

BACKGROUND/INFORMATION:

Provide update on DSHS 2018 yearly inspection.

FINANCIAL IMPLICATIONS:

N/A

RECOMMENDATION/ACTION DESIRED:

None

ATTACHMENTS/ SUPPORTING DOCUMENTATION:

1. State Inspection 2018
2. State Inspection 2018-2

REVIEWED BY:

Zolaina Parker, City Secretary, TRMC

Facility: <u>Animal Services</u>	Registration No: <u>63-100</u>
Feeding (cont.)	Rabies Quarantine Facilities (Completed by DSHS Only) - [TAC Section 169.27(a)]
28. Is food wholesome, palatable, free from contamination, of sufficient nutritive value to meet daily requirements, and accessible to animals?	38. Is there documentation of twice-daily observations of quarantined animals?
29. Are food pans kept clean and sanitary, and if disposable food pans are used, are they discarded after each feeding?	Rabies Quarantine Facilities (Completed by DSHS Only) - [TAC Section 169.28(a)]
C. Watering - [TAC Section 169.28(c)]	39. Does the facility have a written Standard Operating Procedure (SOP)?
30. Do animals have convenient access to fresh water and is it offered at least twice daily for at least an hour (except as directed by a veterinarian)?	40. Is the SOP specific for the facility?
31. Are the water bowls clean and sanitary?	41. Is the SOP posted or otherwise readily available to all employees?
32. Do domestic ferrets have 24-hour access to water in a drinking bottle and to food?	42. Is the SOP designed to ensure effective and safe quarantine procedures?
D. Sanitation - [TAC Section 169.28(d)]	43. Do enclosures have solid walls to prevent physical contact between animals?
33. Are excreta removed from primary enclosures often enough to prevent contamination of the animals (at least once a day)?	44. Are the primary enclosures enclosed on all sides, including the top, to prevent escape?
34. Are cages, rooms, and pens maintained in a sanitary condition?	45. Do quarantine runs, cages, or rooms have "Rabies Quarantine" signs posted?
35. Are the building and premises kept clean?	For Facilities Subject to THSC Chapter 829 (Located in Non-exempt County) - (Sections 829.002 and 829.007)
E. Pest Control - [TAC Section 169.28(e)]	46. This standard is for purposes of meeting requirements set forth in THSC Chapter 829 only. Are all employees whose primary job is to enforce animal control laws in compliance with training requirements (Sec. 829.002)? If so, this inspection form serves as a certificate of compliance per Section 829.007.
36. Is there a regular program in place for control of insects, ectoparasites, and other pests?	
37. Is the facility free of visible signs of rodents and other vermin infestations kept to a minimum at all times?	

This facility has approximately 28 cat cages and 28 dog cages/pens.

When the facility was inspected today, it was housing approximately 30 cats and 27 dogs.

Inspector Comments:

Everything looks great. Clean, smells great. Person #46 is a manager.

☐ Check here if additional inspector comments are attached

Facility Rating: Satisfactory _____

Unsatisfactory _____

Probation _____

If applicable, timeline for probationary period: _____

As the inspector, I certify that I have personally inspected this facility and that it conforms to the statements above.

Inspector Signature _____

Date _____

The signatures below acknowledge completion and receipt of the inspection form:

Manager (retain pink copy after signature) _____

Date _____

Regional Zoonosis Control (ZC) Veterinarian _____

Date _____

Write original and yellow copy to DSHS Regional Office after inspector's and Manager's signatures. Regional Office retains yellow copy after ZC Veterinarian's signature and returns original with all signatures to facility.

TAC=Texas Administrative Code, THSC=Texas Health and Safety Code
DSHS=Texas Department of State Health Services



TEXAS
Department of State Health Services
Zoonosis Control
01/16 Stock No. Z-3



AGENDA MEMORANDUM

DATE: October 16, 2018

TO: Animal Services Advisory Committee Member

FROM: Alex Magee, Animal Services Supervisor

SUBJECT: Update on 2018 Vet Inspection

BACKGROUND/INFORMATION:

Provide update on 2018 Vet Inspection.

FINANCIAL IMPLICATIONS:

N/A

RECOMMENDATION/ACTION DESIRED:

None

ATTACHMENTS/ SUPPORTING DOCUMENTATION:

1. Vet inspection 2018
2. Vet inspection 2018-2

REVIEWED BY:

Zolaina Parker, City Secretary, TRMC



TEXAS
Department of State Health Services

Inspection for Animal Shelter, Impoundment, and Rabies Quarantine Facilities

Date: 9/2/18 Name of Manager: Alex Magee Registration No.: 03-166
 Name of Establishment: Watauga Animal Services Inspector: KAREN METZLER, DVM
 Location of Establishment: 5205 Watauga Rd Mailing Address: Same
 City: Watauga State: Tx Zip Code: 76137
 Phone: 817-636-9614 County: Tarrant

Note to Inspector: Put Yes, No, or N/A (Not Applicable) in the columns to the right of the question.

A. General - [TAC Section 169.26(a)]	Heating	Cooling and Ventilation	Lighting	Construction	Primary Enclosures	B. Feeding - [TAC Section 169.26(b)]
Structural Strength						
1. Is the facility structurally sound and maintained in good repair in order to protect the animals from injury, contain them, and prevent transmission of diseases?	Yes	Yes	Yes	Yes	Yes	Yes
Water and Electric Power						
2. Does the facility have reliable and adequate electricity to comply with other requirements?	Yes	Yes	Yes	Yes	Yes	Yes
3. Does the facility have fresh, clean water available?	Yes	Yes	Yes	Yes	Yes	Yes
Storage						
4. Are food and bedding stored to protect them against infestation or contamination by vermin?	Yes	Yes	Yes	Yes	Yes	Yes
5. Is a refrigerator available for perishable foods?	Yes	Yes	Yes	Yes	Yes	Yes
Waste Disposal						
6. Are there provisions for the removal and disposal of animal and food wastes, bedding, dead animals, and debris?	Yes	Yes	Yes	Yes	Yes	Yes
7. Are disposal facilities operated in a manner that minimizes vermin infestations, odors, and disease hazards?	Yes	Yes	Yes	Yes	Yes	Yes
8. Is there a suitable method for rapidly and safely removing water and other liquid wastes?	Yes	Yes	Yes	Yes	Yes	Yes
Washrooms and Sinks						
9. Are there facilities (such as washrooms, basins, or sinks) for employees to wash their hands?	Yes	Yes	Yes	Yes	Yes	Yes
Management						
10. For facilities located in a county with a population of 75,000 or over (only), in accordance with THSC Section 823.003:						
a. Are animals separated by species and by sex?	Yes	Yes	Yes	Yes	Yes	Yes
b. If not related to one another, are animals of relatively the same size sharing cages/pens?	Yes	Yes	Yes	Yes	Yes	Yes
c. Are sick or injured animals segregated from healthy animals?	Yes	Yes	Yes	Yes	Yes	Yes
11. For facilities located in a county with a population of 75,000 or over (only), in accordance with THSC Section 823.005:						
Has the governing body of the city or county in which the shelter is located established an advisory committee to assist in compliance with THSC Chapter 823?	Yes	Yes	Yes	Yes	Yes	Yes
Records						
12. Does the facility keep records on each animal?	Yes	Yes	Yes	Yes	Yes	Yes
13. Do records document animal description, impoundment and disposition dates, and method of disposition?	Yes	Yes	Yes	Yes	Yes	Yes
14. Are animals protected from cold and inclement weather and direct effects of wind, rain, and snow?	Yes	Yes	Yes	Yes	Yes	Yes
15. Is auxiliary heat or bedding provided if the temperature is below 50°F when animals are present?	Yes	Yes	Yes	Yes	Yes	Yes
16. Are animals protected from any form of overheating and from direct rays of the sun?	Yes	Yes	Yes	Yes	Yes	Yes
17. Are fresh air and adequate ventilation to minimize drafts, odors, and moisture condensation provided?	Yes	Yes	Yes	Yes	Yes	Yes
18. Is extra ventilation, such as fans or air conditioning, provided in indoor facilities if the temperature is 85°F or above when animals are present?	Yes	Yes	Yes	Yes	Yes	Yes
19. Is lighting adequate to permit routine inspection and cleaning?	Yes	Yes	Yes	Yes	Yes	Yes
20. Are primary enclosures situated to protect the animals from excessive illumination (man-made or natural)?	Yes	Yes	Yes	Yes	Yes	Yes
21. Is the facility constructed to protect the animals and not create a health risk or public nuisance?	Yes	Yes	Yes	Yes	Yes	Yes
22. Are building surfaces constructed and maintained so that they are impervious to moisture and can be readily sanitized?	Yes	Yes	Yes	Yes	Yes	Yes
23. Is the floor made of durable, nonabsorbent material?	Yes	Yes	Yes	Yes	Yes	Yes
24. Are primary enclosures structurally sound, maintained, and constructed with surfaces that are impervious to moisture and can be readily sanitized?	Yes	Yes	Yes	Yes	Yes	Yes
25. Do primary enclosures enable the animal to remain dry and clean and protect the animal's feet and legs from injury?	Yes	Yes	Yes	Yes	Yes	Yes
26. Do the cages and kennels provide enough space for each animal to make normal postural adjustments without touching the top of the enclosure, including turning freely, standing easily, sitting, stretching, moving its head, lying in a comfortable position with limbs extended, and moving and assuming a comfortable posture for feeding, drinking, urinating, and defecating?	Yes	Yes	Yes	Yes	Yes	Yes
27. Are dogs and cats fed at least once a day or more often as appropriate for the age and condition of the animal, except as directed by a veterinarian? Are other animals fed as described on packaging of a commercial species-specific food or as directed by a veterinarian (see #32 for ferret requirements)?	Yes	Yes	Yes	Yes	Yes	Yes

TAC=Texas Administrative Code, THSC=Texas Health and Safety Code

Inspector Initials: KM

Date: 9-2-18

Facility: <u>Wakulla Animal Services</u>	Registration No: <u>03-166</u>
Feeding (cont.)	Rabies Quarantine Facilities (Completed by DSHS Only) - [TAC Section 169.27(a)]
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36. Is there a regular program in place for control of insects, ectoparasites, and other pests?	
37. Is the facility free of visible signs of rodents and are other vermin infestations kept to a minimum at all times?	

This facility has approximately 32 cat cages and 22 dog cages/pens.

When the facility was inspected today, it was housing approximately 85 cats and 13 dogs.

Inspector Comments:

☐ Check here if additional inspector comments are attached

Facility Rating: Satisfactory X Unsatisfactory _____ Probation _____

If applicable, timeline for probationary period _____

As the inspector, I certify that I have personally inspected this facility and that it conforms to the statements above.

Karen J. M. [Signature]
Inspector Signature

9-21-18
Date

The signatures below acknowledge completion and receipt of the inspection form:

[Signature]
Manager (retain pink copy after signature)

9/21/18
Date

Regional Zoonosis Control (ZC) Veterinarian

Date

Write original and yellow copy to DSHS Regional Office after Inspector's and Manager's signatures. Regional Office retains yellow copy after ZC Veterinarian's signature and returns original with all signatures to facility.



Department of State Health Services
Zoonosis Control
01/16 Stock No. Z-3

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AGENDA MEMORANDUM

DATE: October 16, 2018

TO: Animal Services Advisory Committee Member

FROM: Alex Magee, Animal Services Supervisor

SUBJECT: Discussion on overview of TNR (Trap Neuter Release)

BACKGROUND/INFORMATION:

On September 21, 2018 representatives with Mid-Cities Community Cats attended the Animal Services Advisory Committee and recommended The City of Watauga implement a TNR Program.

This item is being added to allow the Animal Services Advisory Committee to discuss.

FINANCIAL IMPLICATIONS:

N/A

RECOMMENDATION/ACTION DESIRED:

Provide direction as needed.

ATTACHMENTS/ SUPPORTING DOCUMENTATION:

None

REVIEWED BY:

Zolaina Parker, City Secretary, TRMC