

# LEWISVILLE ANIMAL SERVICES ADVISORY COMMITTEE MEETING

995 E. Valley Ridge Dr  
Lewisville, TX 75057

November 12, 2019  
6:30PM

## MINUTES

**Members Present:** Denise Jeffrey, Chairperson, Citizen at Large  
Juli Patrick, Citizen at Large  
R. Neil Ferguson, Council Representative  
Amanda Earl, Animal Control Supervisor, Staff Representative

**Members Absent:** Jeanne Kule, Vice-Chairperson, Citizen at Large  
Beverly Freed, Animal Welfare Organization Representative  
Dr. Walter Legg, DVM, Veterinarian Representative

**City Staff Present:** Jackie Davis, Manager, Code Enforcement and Animal Services  
Charlie Brown, Animal Control Officer, Animal Services  
Carrie Young, Shelter Clerk, Animal Services

**Item #1:** Denise Jeffrey called the meeting to order at 6:30 p.m. Four (4) Committee Members were present, constituting a quorum.

**Item #2:** Minutes from the previous meeting held on August 27, 2019 were submitted by Amanda Earl for approval by the Committee. Denise Jeffrey made a motion to approve the minutes as read, and Juli Patrick seconded the motion.

**Item #3:** Amanda Earl went over shelter updates. A Needs Assessment for FY14-15 through FY18-19 was presented in preparation of overseeing Castle Hills in the future. This predicts what our shelter will need in the next five to fifteen years. Currently there are less than 150 animal service related calls per year for the Denton County/Castle Hills area. Architects are looking at the average length of stay to predict what is needed over the next five to fifteen years regarding kennel housing.

**Item #4:** Amanda Earl discussed upcoming shelter events:

Fall for You \$40 adoption fee for all animals November 11-23.

November 14<sup>th</sup> - Volunteer/staff meeting to discuss upcoming holiday events.

November 26<sup>th</sup> – 2<sup>nd</sup> Annual Chili Cook-off hosted by Animal Services. This year we have opened the competition to include all of Neighborhood Services. We will have judges from the fire department to determine the winners.

December 3<sup>rd</sup>- Animal Services Holiday Volunteer/Staff Potluck – we will enjoy a potluck dinner together, decorate the shelter, and end the festivities with a White Elephant gift exchange for those that want to participate.

December 7<sup>th</sup> – Santa Paws Village at the Holiday Stroll – Animal Services will have tents set up and all adoptions for the day will be at this event.

We will also have our Angel Tree, Ruffle, and Pet Stockings for adoptions during the month of December.

**Item #5:** Amanda Earl went over volunteer program updates:

Crystal Palmer is leading the volunteer program while Deanna Groves is on family leave.

All volunteers are required to complete the Fear Free training – all staff have completed this training and it's beneficial for everyone when interacting with all animals.

There are some changes being implemented in the volunteer tier system. One change is the reduction in the number of hours required to begin jog-a-dog.

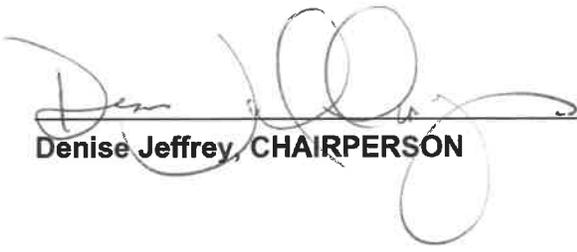
**Item #6:** Denise Jeffrey made a motion for the next meeting to be held on February 25, 2020. The motion was seconded by Amanda Earl.

**Item #7:** Amanda Earl made a motion that the meeting be adjourned. The motion was seconded by Juli Patrick and unanimously approved. The meeting adjourned at 6:30pm.

Respectfully submitted,

Carrie Young, Shelter Clerk, Animal Services

**THESE MINUTES ARE APPROVED BY THE CITY OF  
LEWISVILLE ANIMAL SERVICES ADVISORY COMMITTEE**

  
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**Denise Jeffrey, CHAIRPERSON**

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**Jeanne Kule, VICE-CHAIRPERSON**