



City of Corpus Christi

1201 Leopard Street
Corpus Christi, TX 78401
corpuschristitx.gov

Meeting Minutes

Animal Care Advisory Committee

Wednesday, November 19, 2025

12:30 PM Animal Care Facility Conference Room, 2626 Holly Rd.

The City of Corpus Christi promotes participation regardless of race, color, national origin, sex, age, religion, disability or political belief. Reasonable accommodation is provided upon request and in accordance with the Americans with Disabilities Act. For assistance or to request a reasonable accommodation, contact (361) 826-3300 at least 48 hours in advance. Upon request, this information can be available in larger print and/or in electronic format.

A. Call To Order

The meeting was called to order by Chair Jackie McCollough at 12:31 p.m.

B. Roll Call

Jackie McCollough (Chair)
Roland Dominguez (Vice-Chair)
Dr. Robert Perkins
Kylie Long

C. Public Comment

D. Approval of Minutes and Action on Absences

1. [25-1821](#)

Adoption of Minutes - Regular Meeting October 22, 2025

Attachments: [Meeting Minutes October 22](#)

Dominguez motioned to approve. McCollough seconded the motion, and it passed unanimously.

2. [25-1822](#)

Approval of Absences

McCollough was out of town on personal family matters.

Dominguez motioned to approve. Long seconded the motion, and it passed unanimously.

E. Committee Reports

F. Staff Reports**3. [25-1817](#)**

Director's Report

Assistant Director Cynthia Martinez provided an update to the Advisory Committee, focusing on live release rates, facility enhancements, and staffing efforts.

Martinez reported that, after reviewing last year's reports, in FY 24-25, there were five months when the live release rate exceeded 80%. She emphasized that the team is working diligently to find placements for animals, trying various approaches to give them more time. The goal for FY 25-26 is to maintain a live release rate of 80% consistently.

Regarding facility enhancements, building 1 is currently closed due to degrading kennel walls. Once the animals in that building leave, the kennels will remain unused until the building is empty. Construction is set to begin on December 1 and will last for five days, after which the building will reopen for intake. The HVAC installation is expected to start in February and is anticipated to be completed within approximately one year. The wash bay is now complete and in use.

On the staffing front, the Community Education and Outreach Manager, Animal Care Director, and Veterinarian positions will remain open until suitable candidates are found. An administration position will be posted soon, and shelter staff and officers are currently seeking candidates. Although a field supervisor has given notice, training will continue as planned. Martinez mentioned that ACS has a 12% vacancy rate, which is typical for the city, but ACS is improving training protocols to enhance staff retention.

4. [25-1818](#)

Monthly Shelter Clinic Report

Martinez presented the CCACS Advisory Committee Report for October 2025, which was automatically generated from Chameleon.

Dominguez inquired about the Head/F Lab's rabies results, specifically whether any had come back positive. Martinez clarified that there were no positive results. Martinez also mentioned that if a domestic animal were to test positive for rabies, both Animal Care Services (ACS) and the Health Department would be notified immediately.

McCollough complimented the report and noted that since ACS has had many kittens in foster care, a valuable resource could be the Kitten College. Martinez emphasized that as we move forward, it's important to know about available resources and to be able to disseminate this information in various ways, such as through videos.

Dominguez inquired about citations related to nuisance feeding of animals and whether the animals were domestic or wild. Martinez clarified that both types are considered. Martinez also explained what is included in nuisance feeding and noted that it is difficult

to prove since it must be witnessed. However, ACS does offer educational resources to help prevent disturbances caused by nuisance feeding.

Martinez clarified that for officers to administer microchips in the field, they must be trained and obtain the owner's consent to microchip the animals. Additionally, due to various circumstances, there are times when officers may not offer the microchip and instead issue a citation. The decision depends on the specific situation.

G. Unfinished Business

H. New Business for Discussion and Possible Action

5. [25-1819](#)

Volunteer Program presented by Volunteer Coordinator Kloie Mollette.

Volunteer Coordinator Kloie Mollette introduced the new volunteer program, outlining its goals, providing an overview, and discussing its future direction.

Perkins suggested creating and displaying volunteer posters and brochures in various veterinary clinics. Additionally, clinics could offer services or discounts to clients who choose to volunteer at the shelter.

McCullough inquired about the volunteer software. Mollette explained that the software, called Civic Champs, was recently acquired and still in the process of learning how to use it. In the meantime, all applications are still being done on paper. McCullough also offered the Advisory Board's assistance with initiatives aimed at appreciating volunteers and fosters.

6. [25-1826](#)

Volunteer Referral Program

Mollette mentioned the referral program to the advisory board and handed out flyers in hopes of gaining new volunteers.

7. [25-1831](#)

Annual Report 2026 - Animal Care Advisory Committee 2026

McCullough mentioned that the advisory board needs to submit an annual report in January and encouraged the committee to consider what goals they would like included to discuss at the next meeting.

I. Future Agenda Items

J. Adjournment

Motion to adjourn at 1:17 p.m.