



City of Corpus Christi

1201 Leopard Street
Corpus Christi, TX 78401
cctexas.com

Meeting Minutes

Animal Care Advisory Committee

Wednesday, September 17, 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

B. Roll Call

Jackie McCollough (Chair)
Roland Dominguez (Vice-Chair)
Diana Cardenas
Monica Montalvo
Kylie Long

C. Public Comment

D. Approval of Minutes and Action on Absences

[25-1501](#)

Adoption of Minutes - Regular Meeting August 20, 2025

Attachments: [Meeting Minutes Aug 2025](#)

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

[25-1502](#)

Approval of Absences

E. Committee Reports

F. Staff Reports

Director's Report

Director Kathleen Chapa provided a detailed update to the Advisory Committee, highlighting facility enhancements, staffing efforts, FY 26 budget, microchipping campaign, and updates on the Citygate assessment.

Chapa reported the installation of a wash rack set for next week. The construction of Kennel Building 3 is scheduled to begin in November. Additionally, upgrades to the mechanical, electrical, and plumbing systems of the administration building are expected to start in January.

Regarding staffing, ACS currently has 16 vacancies and is actively working to fill these positions. The application period for the Animal Care lead position closes on the 25th, while the vet tech position closes on the 23rd. Dispatcher interviews are already underway. There's a pending job offer for a kennel technician, and recent interviews for the shelter supervisor position have been conducted. Two offers for Animal Care Investigator positions were staffed, both of which were internal promotions. The Volunteer Coordinator position has been successfully filled and started on Monday. Recruitment for the veterinarian and director positions is ongoing.

The city approved the budget on September 9th, which included \$250,000 allocated for the Spay and Neuter program, \$70,000 for contractual veterinary services, and funding for an additional administrative position.

Chapa also outlined the ACS Microchip Awareness Campaign. This initiative includes posting microchip graphics at least four times a month, sharing stories of successful pet reunifications on social media, hosting or participating in community events, and conducting presentations in schools about the benefits of microchipping. Additionally, field officers provide microchipping services to pet owners in the field.

Regarding the City Gate Assessment update, efforts to implement all necessary processes and procedures continue, following the outlined five-year roadmap, with the contract running until the end of December.

To address issues of pet abandonment, Animal Care Services and Parks and Recreation have created signs that indicate it is illegal to abandon or dump pets. These signs have been placed in major parks, including San Juan Park, Cole Park, Bill Witt Park, and the Solid Waste Transfer Station. ACS are collaborating with other departments and organizations to expand this initiative throughout the city.

Monthly Shelter Clinic Report

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

Dominguez requested clarification regarding the increase in registrations for microchipping, intact permits and rabies vaccinations. Chapa responded that the Animal Care Services has improved its response to incoming calls, allowing officers to assess

the situation more effectively.

McCollough sought clarification on who is responsible for managing fosters. Chapa mentioned that the Foster and Rescue Coordinator holds that responsibility.

Additionally, McCollough noted the public microchipping stations in El Paso, suggesting that this system could be explored as Animal Care Services develops signage in parks. McCollough also recommended that ACS consider separating owner surrender euthanasias from their regular intake processes data.

G. Unfinished Business

H. New Business for Discussion and Possible Action

[25-1505](#)

Discuss Direction of Animal Care Advisory Committee

McCollough spoke to the committee about possibly becoming more involved in the shelter's activities and productivity. McCollough suggested that the committee receive more educational presentations from management staff, possibly volunteer at the shelter as a group, participate in the Trunk or Treat event, or engage in staff morale projects, such as a Christmas party. McCollough noted that since Animal Care Services has a lot to handle with the Citygate recommendations, the committee can still be productive while gaining insights to advocate for ACS.

Cardenas inquired about the possibility of hosting a microchipping event at San Juan Park and asked if the committee would be willing to assist with that event. However, Chapa mentioned that ACS is currently unable to schedule the event due to staffing and the need for staff to be present at the shelter.

McCollough then asked the committee if they would be interested in participating in the Trunk or Treat event. McCollough clarified that the committee, as a group, could decide which events and volunteer opportunities to participate in; however, they are still welcome to do so individually.

I. Future Agenda Items

Next Scheduled Advisory Committee Meeting – October 15, 2025

J. Adjournment

Motion to adjourn at 1:04 p.m.