



City of Corpus Christi

1201 Leopard Street
Corpus Christi, TX 78401
corpuschristitx.gov

Meeting Minutes

Animal Care Advisory Committee

Wednesday, January 21, 2026

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

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A. Call To Order

The meeting was called to order by Chair Jackie McCollough at 12:33 p.m.

B. Roll Call

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

C. Public Comment

Kathleen Dane spoke on and had a question on Chapter 6 ordinances.

She asked for clarification on why the fees were so low. Dane then brought to the attention of the board and staff that there was a residence on them actively violating some of the ordinances. Assistant City Manager Sony Peronel clarified that anything dealing with fees will have to be taken up with city council. Director Kathleen Chapa did note that there was a fee increase last budget season and council decided to keep it low. Peronel also mentioned that before there is an increase in fees, ACS needs to fix operational procedures to see if ACS has the capacity to enforce fees.

D. Approval of Minutes and Action on Absences

[26-0086](#)

Adoption of Minutes - Regular Meeting December 17, 2025

Attachments: [Meeting Minutes December 17](#)

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

unanimously.

[26-0087](#)

Approval of Absences

Due to the Constant absences of committee member, the committee voted on all tabled absences for

Ronald Smith.

September 17, McCollough Motioned to approve, all opposed, passed unanimously.

October 22, McCollough motioned to approve, all opposed, passed unanimously.

November 19, McCollough motioned to approve, all opposed, passed unanimously.

December 17, McCollough motioned to approve, all opposed, passed unanimously.

E. Committee Reports

F. Staff Reports

[26-0088](#)

Director's Report

Director Kathleen Chapa provided an update to the Advisory Committee, focusing on staffing efforts, and Citygate report.

Regarding staffing, ACS currently has 16 vacancies and 4 job offers pending. Interviews for veterinary assistant positions are scheduled for this week, and both administrative assistant positions have been filled, one will start on Monday, while the other will begin in February. The positions for adoption counselor and animal care officer have also been filled and will start soon. Interviews for kennel technician positions are ongoing and will resume next week. Additionally, ACS will participate in the City Job Fair to recruit Animal Control Officers. Chapa emphasized that ACS is actively working to fill these positions and seeking qualified candidates.

Chapa also mentioned that the intake process overview, which was to be presented by Assistant Director Cynthia Martinez today, will be postponed due to her absence. Chapa, Martinez, and McCollough discussed holding informational sessions at each meeting to provide committee members with insights into ACS's operations and progress.

Regarding the Citygate Assessment and Capital Improvement Progress Report, Chapa mentioned that this exact report was previously submitted to City Council in December and is scheduled for presentation to the council on the 27th.

[26-0089](#)

Monthly Shelter Clinic Report

Perkins asked whether all pets that are brought in as strays are truly strays. Chapa clarified that many of these dogs are actually owned pets. Cardenas then asked how they determine whether a dog is owned. Chapa explained that owned pets often come in wearing collars, have microchips, or are recognized by neighbors.

Dominguez inquired about the final outcomes for the citations and whether there was any information on how many people had pleaded out. Chapa confirmed that CCACS is working with the District Attorney's Office to gather the necessary statistics. However, their office has a backlog, which may delay this information.

G. Unfinished Business

H. New Business for Discussion and Possible Action

[26-0090](#)

Annual Report 2026 - Animal Care Advisory Committee

The committee submitted and discussed the goals for the 2026 Annual Report. Peronel clarified that the Advisory Board's objective is to assist in implementing policy and to recruit and promote animal care services. After thorough discussion and clarification, the committee decided to include the following goals in the annual report:

1. Commit to hiring a new Director and a full-time veterinarian.
2. Continue guiding the department as it addresses the remaining changes from the Citygate assessment.
3. Support the department's ongoing efforts in foster care and volunteer recruitment.
4. Maintain a schedule of monthly featured topics related to animal care for continued committee's education.

[26-0091](#)

Intake Process Overview

Postponed due Assistant Director Cynthia Martinez absence.

[26-0092](#)

Capital Improvement Progress Report and Citygate Assessment Progress Report FY 2025

Chapa provided an update on the Capital Improvement Projects, which include five key initiatives: improvements to the Mechanical, Electrical, and Plumbing (MEP) systems of the Admin Building; renovations to the Kennel Building 3 envelope and the installation of new HVAC systems; five roof repairs; replacement of the incinerator; and repairs to the security gate. Out of these, three projects have already been completed.

Additionally, Chapa reviewed the Citygate Progress Report, which noted that the ACS has completed 96 out of 170 recommendations in 2025 and is on track to finish an additional 50 recommendations by the end of FY 2026.

I. Future Agenda Items

J. Adjournment

Motion to adjourn at 1:45 p.m.