



# City of Corpus Christi

1201 Leopard Street  
Corpus Christi, TX 78401  
cctexas.com

## Meeting Minutes

### Animal Care Advisory Committee

---

Wednesday, May 21, 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**

Jarvis Amaya  
Jackie McCollough  
Diana Cardenas  
Ronald Smith  
Roland Dominguez  
Robert Perkins  
Monica Montalvo

**C. Public Comment**

Public Comment by Laura Cruz via Public Comment & Input Form

**Attachments:**     [Public Comment 1. Laura Cruz](#)  
[Public Comment 2. Laura Cruz](#)

Public Comment was attached to the packet to be read and reviewed by the Advisory Committee.

**D. Approval of Minutes and Action on Absences**

Adoption of Minutes-Regular Meeting April 16, 2025

**Attachments:**     [MeetingMinutesApril162025](#)

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

Approval of Absences from April 16, 2025

Jarvis Amaya

Monica Montalvo

Monica Montalvo – mom had surgery that day. McCollough motioned to approve, second by Dominguez, and passed unanimously.

**E. Committee Reports**

**F. Staff Reports**

Monthly Shelter and Clinic Report

Assistant Director Cynthia Martinez introduced a new format for month-to-month comparison statistics and that the next meeting's statistics will focus on quarterly comparisons.

Cardenas asked about the sterilization of adopted animals. Martinez explained that some leave unsterilized due to the lack of an on-site vet, but adopters receive sterilization orders that are monitored weekly for compliance. ACS is in the process of working with STAR to have a high-volume clinic perform sterilizations on adopted animals.

Dominguez inquired about rabies tests conducted. Martinez clarified that the reported numbers pertain to animals euthanized for rabies testing due to bites, and none tested positive.

McCollough questioned the quality of the data, and Martinez clarified that there was a portion of the data pulled from unverified existing reports and subject to inaccuracies.

**G. Unfinished Business**

**H. New Business for Discussion and Possible Action**

**1. Citygate Assessment Presentation**

**Attachments:**     [Report Presentation 5.21.25 Advisory Comm \(2\)](#)

Jan Glick and Susan Feingold presented the Citygate Assessment to the Advisory Committee. After completing the presentation, Glick invited questions and clarifications from the Committee.

Dominguez questioned Citygate's recommendation to limit proactive services. Feingold clarified that Citygate suggests making proactive services, such as free microchipping, more efficient by scheduling them during specific hours to avoid disrupting workflow, rather than eliminating them completely.

McCollough asked for clarification on how the recommendations were categorized into

Standard Operating Procedures (SOPs) versus operational recommendations. Glick explained that the SOPs guide operations; once written, they direct everyone toward the same goal.

McCollough also inquired about marketing strategies. Feingold stated that marketing should be handled by someone at the shelter who knows the animals well. McCollough then asked whether animals on the euthanasia list should be marketed as such. Feingold noted that Citygate did not address that in the report; however, in her personal opinion, every effort should be made to help these animals leave the shelter.

Finally, McCollough asked about staff salary estimates and the proportion that represents benefits. City Manager Peter Zanoni responded that benefits account for roughly 30% of the estimated total provided.

Cardenas sought clarification on the registration process, particularly regarding rabies vaccinations. Martinez explained that ACS does provide rabies vaccinations for animals at the shelter; however, they do not vaccinate animals for the public. Feingold added that according to the law, a pet cannot be licensed unless it has a rabies vaccination. She emphasized that Citygate's recommendations includes this requirement.

Cardenas' final question pertained to the field operation reports and how they are used to track activities and officer time. Glick clarified that the response time is measured from when dispatch assigns the call to the officer until the officer arrives at the scene.

**2. Updates on statistics, trend, or overall outcome on the disposition of animal cruelty cases.**

Dominguez asked for an update on the outcome of the disposition of animal cruelty cases. Martinez responded that ACS is collaborating with the municipal court to obtain that information. Additionally, they are in the process of scheduling a meeting with the new director to discuss how to secure this information.

**3. Public Service Announcements for Animal Care Services**

Dominguez mentioned that he emailed ACS regarding free PSA opportunities. Community Relations Specialist Matilda Perez confirmed she received the information and is forwarding it to the Communication Department for approval and to begin writing a script.

**4. Updates on House Bill relating to Animal Care Services**

Martinez updated the committee on 4 house bills that the city has responded to that pertain to Animal Care services.

HB4819 - This bill mandates shelters and nonprofits to manage sterilization fee refunds without state support. The city expressed concerns that this bill would be detrimental to both shelters and nonprofits. The bill has been submitted to the committee and has been

pending for about a month.

HB4775 - This bill allows courts in adjoining areas to issue warrants for seizing neglected animals, which does not directly impact CCACS. The city is neutral on this matter.

HB4777 – This relates to liability for the loss, injury, or death of a domestic animal. The proposed legislation nullifies any protections that shelters have under legal statutes concerning animals that may have been previously owned. Martinez provided an example of how this could pose issues for CCACS. Martinez explained the stray wait period and the transfer of ownership. This bill would nullify the transfer of ownership, allowing any owner to come into the shelter at any time and sue the city if their animal was adopted, became sick, was harmed, or euthanized while in our care. The city has opposed this bill, which has been pending in committee since April 25th.

HB349 - The bill addresses civil liability for removing certain animals from motor vehicles. It focuses on civil penalties to protect animals from being left in hot vehicles. Martinez noted that property damage could be at risk in these situations. The city has stated that the matter will be treated as civil and handled by police officers.

**5. Outbreak of distemper in the community**

Martinez explained that there is distemper in the community. Most of the cases of distemper observed at the shelter are citywide and not linked to a specific area in the community. The focus has shifted to managing the situation rather than eradicating the virus.

McCollough suggested that it might be beneficial to collaborate with local partners to raise public awareness about the issue. In response, Martinez mentioned that she has been discussing with other organizations about partnering for the Petco Love vaccine grant. Additionally, she noted that ACS is developing educational campaigns to address distemper and heat awareness, which are almost complete.

**6. Updates on Subjective information about Animal Care Services**

Director Kathleen Chapa delivered a subjective report to the Advisory Committee, including updates on various shelter improvements and staffing.

Regarding shelter improvements, the kennel partitions have been completed. ACS has scheduled the cremation unit for repair on June 9th and has been utilizing the services of CC Pet Memorial Center for cremation needs. ACS plans to continue using it as a new standard protocol if the cremation unit is down.

Additionally, the plumbing in the kennel buildings are going to be flushed to clean the system, making sure it operates smoothly and efficiently.

Chapa also reported on staffing updates. Four new Animal Control Officers began their classroom training this past Monday. The veterinarian position has been posted on multiple platforms and will remain open for 30, 60, and 90 days until a qualified candidate is selected. Other open positions include the ACS Supervisor and Investigator.

**I. Future Agenda Items**

Next Scheduled Advisory Board: June 18th, 2025

**J. Adjournment**