City of Bellaire

Police Department

Animal Shelter Advisory Committee
Regular Meeting Minutes
August 18, 2022, at 5:00 PM

Bellaire Police Department
5101 Jessamine St.

I. Call to Order: (weather) 5:10 PM

II. Animal Shelter Advisory Committee Roll Call: All present
   a. Dr. Sharlene Raymer, Veterinarian
   b. Onesimo Lopez, Chief of Police, Municipal Official
   c. Rebecca Newton, Friends of the Bellaire Pound, Animal Welfare Organization
   d. Briana Sapon, Animal Control Officer, Shelter Operator

III. Introductions
   a. Chief Lopez: Brief bio
   b. Dr. Raymer: Brief bio
   c. ACO Sapon: Brief bio
   d. Guest: Katie Snezhkova: Brief Bio
   e. Rebecca Newton: Brief Bio – including the start of Friends of the Bellaire Pound

IV. Update on Animal Shelter Replacement Project: O. Lopez
   a. Status of Proposal for a modular facility on Edith
   b. Scope of work for the new facility: Council Direction
      i. Discussion on modular design: recommendations for re-design
      ii. Discussion on parvo/disease spread & need for cleanliness
   c. Overview of Animal Shelter requirements: handout
   d. Overview of proposed sites
      i. Houston
      ii. Bellaire: Residential
      iii. Bellaire Commercial
   e. Recommendations: draft proposal for preferred First St. Site including options for alternative structure.

V. Staff Report on Current Operations: B. Sapon

a. Discussion: Required annual inspection of the facility meets minimum State standards per code.

i. Informational: BrS: cleaning and sanitizing procedures, food supplies, and comfort measures (cots). Feedback: adequate for short-term housing.

ii. Discussion: Misting system. Dr. Raymer: not needed and could startle/bother. Subject to water pooling.

iii. Discussion: Foam flooring. Dr. Raymer: subject to destruction regardless of durability. Not needed. RN: choking hazard.

VI. Volunteer Report on Current Operations: R. Newton

a. Volunteering: Intentional limiting to three unescorted volunteers and limited escorted volunteers (liability).

b. Fundraising

i. The '401 benefit "Moms and Mimosas" proceeds to FOBP.

ii. Donations received and reported.

c. Discussion: Limited availability of inclement weather housing (emergency boarding conflicting with client boarding at vet facilities).

d. Discussion: Request for recurrent animal handling training for Patrol (de-escalation).

VII. Identification of Future Agenda Items

a. Plan for inclement weather housing (hurricanes, freezes)

b. Discussion on Pound build

VIII. Adjournment: 6:20 PM