

**Gallup-McKinley County Animal Control Authority**  
**April 10<sup>th</sup>, 2018 Minutes**  
**City Council Chambers**

The Regular Meeting of the Gallup-McKinley County Animal Control Authority was called to order at 1:05 p.m. by Chairwoman Cherry Menapace.

Upon roll call, the following were present:

Cherry Menapace  
Patty Holland  
Billy Moore  
Dorie Rowberry

Upon roll call, the following were absent:

Dr. Oscar A. Palomo, MD

Presented to the Chairwoman and Authority Board Members for their approval were the minutes of the January 9<sup>th</sup>, 2018 meeting. Board Member Moore motioned for approval of minutes as presented. Seconded by Board Member Rowberry. Motion Carried.

Upon roll call, the following votes were:

Billy Moore (Yes)  
Dorie Rowberry (Yes)  
Cherry Menapace (Yes)  
Patty Holland (Yes)

Chairwoman Menapace stated that CB Strain was running late, therefore she moved Item One to the end of the agenda. There was no objection from the Authority Board Members.

**ITEM TWO: Out-of-State Travel for two Animal Control Officers in November 2018**

Cosy Balok, Animal Control Coordinator stated that she was requesting approval for the out-of-state travel for two (2) Animal Control Officers in November 2018. She referenced the Joint Powers Agreement (JPA) stating that the Board was required to approve any out-of-state travel for Animal Control employees. Cosy explained that the officers would be attending a five (5) day training session in Las Vegas, Nevada hosted by National Animal Care & Control Association. She reviewed the costs and explained how one (1) of the officers received a scholarship from Animal Protection of New Mexico. Therefore the City will only be responsible for one (1) employee's registration fee and both their lodging, mileage and meals. Cosy explained how the type of

transportation wasn't finalized yet as to which would be most cost effective; flying or driving. She went on to explain that those types of trainings weren't offered within the state of New Mexico. Cosy stated that if the out-of-state travel was approved, the two (2) officers would depart from Gallup on November 25, 2018 and return December 1, 2018.

Board Member Moore asked Cosy if the out-of-state travel would be contingent upon their (fiscal year 2019) budget approval. Cosy responded yes. Cosy explained that for fiscal year 2019 they were budgeted for training whereas they will have sufficient funds to cover the registration fee and travel fees for the Las Vegas, Nevada trip. Board Member Holland commented that the (fiscal year 2019) budget was preliminary and not finalized yet, but like Board Member Moore stated once it's approved it will allow for the requested November 2018 training.

Motion was made by Board Member Moore to approve the out-of-state travel for two (2) Animal Control Officers in November 2018. Seconded by Board Member Holland. Motion Carried.

Upon roll call, the following votes were:

Billy Moore (Yes)  
Patty Holland (Yes)  
Cherry Menapace (Yes)  
Dorie Rowberry (Yes)

### **ITEM THREE: Quarterly Financial Report**

Patty Holland, City of Gallup's Chief Financial Officer informed the Board Members that the Animal Control Quarterly Report was included in their agenda packets. She explained how the timing of the GMCAC Board Meetings falls right after a quarter ends whereas there's not enough time to gather the data. Therefore, the GMCAC Quarterly Reports will always be a few months behind. The Quarterly Report presented included all the expenditures from July 2017 to December 2017. Board Member Holland stated that overall Animal Control was on track with their spending and was right at the fifty percent (50%) mark, which made sense being half way through the fiscal year. She explained why some of the larger line items such as, professional services and rent of land & buildings had a zero balance, which was due to the remaining amount being under encumbrance.

Motion was made by Board Member Moore to accept the financial report. Seconded by Chairwoman Menapace. Motion Carried.

Upon roll call, the following votes were:

Billy Moore (Yes)  
Cherry Menapace (Yes)  
Patty Holland (Yes)

Dorie Rowberry (Yes)

**ITEM FOUR: FY 2019 Projected Budget**

Patty Holland, City of Gallup's Chief Financial Officer explained how the fiscal year 2019 budget was preliminary meaning that it hadn't been finalized and approved by the City or the County. It is subject to slight modifications, although Board Member Holland doesn't project any major changes. Board Member Holland reviewed Animal Control's line items for overtime, professional services and capital outlay explaining the reasons for increase. She stated that overall the City was trying to keep the budgets as flat as possible; however they do recognize that in the next two (2) to three (3) years Animal Control will need additional vehicle replacements.

Board Member Moore asked Board Member Holland for clarification on the line item travel (4310) and employee training (4704). Board Member Holland explained how travel typically includes meals and lodging whereas the employee training includes the tuition or registration fee for the training.

Motion was made by Board Member Moore to approve the projected budget for fiscal year 2019. Seconded by Chairwoman Menapace. Motion Carried.

Upon roll call, the following votes were:

Billy Moore (Yes)  
Cherry Menapace (Yes)  
Patty Holland (Yes)  
Dorie Rowberry (Yes)

**ITEM ONE: Annual Open Meetings Act, Resolution #RA 2018-01**

Clyde (C.B.) Strain, Planning & Development Director began by apologizing for his tardiness. He went on to explain the reason for updating the Annual Open Meetings Act, which had to be done on a yearly basis. C.B. explained that nothing had changed from the last Open Meetings Act that was approved in 2017. The Board will continue to meet on the second Tuesday in January, April, July and October at 1 p.m. in the City Council Chambers. He spoke about the timeframes to notify the public and anyone needing special accommodations can contact him.

Motion was made by Board Member Holland to approve Resolution # RA 2018-01. Seconded by Board Member Rowberry. Motion Carried.

Upon roll call, the following votes were:

Patty Holland (Yes)  
Dorie Rowberry (Yes)  
Cherry Menapace (Yes)

Billy Moore (Yes)

**ITEM FIVE:** Update concerning the outcome of recent meetings regarding the influx of Navajo Nation animals

Cosy began by speaking about the March 28, 2018 meeting that Board Member Moore arranged for Gallup-McKinley County Animal Control to meet with the Navajo Nation regarding the influx of Navajo Nation animals. At that Navajo Nation Resources & Development Committee Meeting Mr. Edmund Yazzie spoke about the great things that Gallup-McKinley County Animal Control was doing to assist his people on the Navajo Nation.

Cosy and C.B. presented the Animal Control statistic report and explained how they didn't have a large enough facility to house the massive amounts of incoming animals from the Navajo Nation. Cosy informed them how the influx has caused a financial burden on their department. There was a comment made by an unknown Committee Member stating that there was no way to control the animal issues on the Navajo Nation. Cosy stated that it was possible to control with the development of a Navajo Nation ordinance requiring all companion animals be spayed and neutered. Another unknown Committee Member suggested that Gallup-McKinley County Animal Control be allowed on the Navajo Nation Reservation to do a big sweep and take in all the animals. C.B. added that it seemed like they wanted a simple solution where the responsibility would be put on Gallup-McKinley County Animal Control. He stated that the Navajo Nation does have their own animal control department; they're just not doing their job. C.B. emphasized that the Gallup-McKinley County Animal Control only has jurisdiction in McKinley County and wasn't allowed to cross state lines.

C.B. informed the Board that there was another meeting scheduled tomorrow (April 11, 2018) at 10 a.m. at the Navajo Nation's Department of Transportation Office where the Navajo Nation Animal Control would be present. C.B. stated that the previous meeting was positive where they realized that there was an issue and was willing to work with Gallup-McKinley County Animal Control. He emphasized to the Committee that Gallup-McKinley County Animal Control didn't want to turn the Navajo Nation animals away, but they couldn't handle it without some help.

Chairwoman Menapace suggested that Cosy inform the Navajo Nation of the various volunteer programs that are able to assist them with the spaying and neutering. Cosy spoke about how Navajo Nation residents are frustrated with the Navajo Nation Animal Control's inability to assist them, which is why they go to the Gallup-McKinley County Animal Control. Cosy also spoke about the free cat spay and neuter program they currently have at the Gallup-McKinley County Animal Control shelter where many Navajo Nation residents are taking advantage of the program. Cosy added that she did inform the Committee about their weekly animal transports out-of-state and how they're almost a no-kill shelter.

Board Member Moore asked if it would be beneficial to have any GMCAC Board Members present at tomorrow's meeting. Cosy stated yes the Board's presence would be helpful.

Board Member Moore stated that the ideal situation would be that the Navajo Nation took care of their own animals or assisted the Gallup-McKinley Animal Control with funding to care for their animals.

Cosy stated that they would give the Board an update at the next GMCAC Board Meeting.

**Open Floor:**  
No discussion.

Motion was made by Board Member Moore to adjourn meeting. Seconded by Board Member Holland. Motion Carried.

Upon roll call, the following votes were:  
Billy Moore (Yes)  
Patty Holland (Yes)  
Cherry Menapace (Yes)  
Dorie Rowberry (Yes)

Authority Board meeting adjourned at 1:27 p.m.


GALLUP MCKINLEY COUNTY ANIMAL CONTROL AUTHORITY



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CHAIRWOMAN CHERRY MENAPACE

ATTEST:



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CLYDE (C.B.) STRAIN  
SECRETARY TO GALLUP MCKINLEY COUNTY  
ANIMAL CONTROL AUTHORITY