



# City of San Antonio

## Agenda Memorandum

**File Number:**  
**{{item.tracking\_number}}**

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**Agenda Item Number:** 4

**Agenda Date:** March 16, 2022

**In Control:** Governance Committee Meeting

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**DEPARTMENT:** Animal Care Services

**DEPARTMENT HEAD:** Shannon Sims

**COUNCIL DISTRICTS IMPACTED:** Citywide

**SUBJECT:**

Update on the Development of the Animal Care Services Strategic Plan

**SUMMARY:**

Animal Care Services will provide the Governance Committee with an update on the Department's development of a new strategic plan. During the FY 2022 Budget Process, Animal Care Services (ACS) presented to Council the goal to create a new strategic plan and is currently in the development process, with a goal to complete the plan in Spring of 2023.

**BACKGROUND INFORMATION:**

ACS's first strategic plan was created in 2006, then amended in 2012. A decade has passed and ACS has achieved nearly all of the goals set by the plan and, as a result, ACS is a very different department than 10 years ago. During the FY 2022 budget process, in discussion with the City Manager, ACS decided it was time to create a new plan to take ACS into the next decade. At the FY 2022 Budget Presentation, Director Shannon Sims presented to Council the goal to create a

new strategic plan during FY 2022 and FY 2023.

In the Fall of 2021, ACS began to conceptualize a strategic plan process, and laid out a map to create the new plan. ACS is implementing three phases to develop the plan: Discovery Phase, Engagement Phase, and Finalization Phase. The Discovery Phase began in January 2022 and includes internal interviews with ACS leadership, ACS staff surveying, best practice research, public surveying, and interviews with ACS Advisory Board members. This phase will be completed in May 2022, with an initial presentation to the ACS Advisory Board.

The Engagement Phase begins in Summer 2022 and includes a staff retreat, ACS Advisory Board retreat, and robust public engagement. This phase will conclude with a City Council B Session in the winter.

The Finalization Phase includes developing the actual plan and cost assessment and presenting the final plan for adoption to the ACS Advisory Board and City Council by May 2023.

**ISSUE:**

This item is for briefing purposes only.

**FISCAL IMPACT:**

This item is for briefing purposes only.

**ALTERNATIVES:**

This item is for briefing purposes only.

**RECOMMENDATION:**

This item is for briefing purposes only.