

Texas Animal Health Commission Sunset Self-Evaluation Report



August 2005

TABLE OF CONTENTS

I.	AGENCY CONTACT INFORMATION	3
II.	KEY FUNCTIONS AND PERFORMANCE.....	3
III.	HISTORY AND MAJOR EVENTS.....	19
IV.	POLICYMAKING STRUCTURE.....	23
V.	FUNDING	28
VI.	ORGANIZATION.....	32
VII.	GUIDE TO AGENCY PROGRAMS.....	35
	Field Operations	35
	Diagnostic/Epidemiological Support.....	47
	Promote Compliance/Resolve Violations	56
	Indirect Administration	63
VIII.	STATUTORY AUTHORITY AND RECENT LEGISLATION	72
IX.	POLICY ISSUES	74
X.	OTHER CONTACTS	77
XI.	ADDITIONAL INFORMATION	81
XII.	AGENCY COMMENTS	85

Texas Animal Health Commission Self-Evaluation Report

I. Agency Contact Information

A. Please fill in the following chart.

Texas Animal Health Commission Exhibit 1: Agency Contacts				
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III. Key Functions and Performance

Provide the following information about the overall operations of your agency. More detailed information about individual programs will be requested in a later section.

A. Provide an overview of your agency's mission, objectives, and key functions.

The Texas Animal Health Commission's mission is:

- to protect the animal industry from, and/or mitigate the effects of domestic, foreign and emerging diseases;
- to increase the marketability of Texas livestock commodities at the state, national and international level;
- to promote and ensure animal health and productivity;
- to protect human health from animal diseases and conditions that are transmissible to people; and,
- to prepare for and respond to emergency situations involving animals by conducting agency business in a responsive, cooperative and transparent manner.

The agency's objective is to successfully carry out its mission in an efficient and effective manner.

Key functions include prevention, surveillance, diagnosis, control and eradication of diseases and parasites. Preventing introduction or reintroduction of diseases through controlling the entry of livestock and poultry into the state helps ensure that diseases which have been eradicated are not reintroduced and that existing diseases are not continually reintroduced. Some other prevention activities include education of producers in disease awareness, aiding producers in development and implementation of biosecurity measures, utilization of vaccines and preventive management practices, working with USDA and other state animal health

agencies to aid implementation of effective animal health programs in countries, such as Mexico, to reduce the disease risk from imported livestock.

The surveillance element or function is the most intensive of the five functions with respect to resources and personnel. Surveillance includes all activities designed and implemented to identify and locate any possible focus of infection or exposure in the livestock, poultry and exotic animal population. TAHC surveys animal populations for possible disease problems by collecting blood samples at livestock markets and slaughter plants, by analyzing private-paid test samples and specimens and by identifying animals to their herds of origin in various movement channels and inspecting the animals or collecting samples for testing. Other surveillance activities such as testing in high incidence areas, collecting milk samples at dairy processing plants, collecting tissue samples at the time of slaughter all contribute to a strong surveillance element. Routine visual inspections and collections of external parasite specimens from livestock in concentration points are important for early detection of an intrusion of a foreign animal disease or pest. Additionally, TAHC foreign animal disease diagnosticians investigate all reports of potential foreign animal diseases in order to achieve early diagnosis of a foreign animal disease, should it be introduced into the state.

Once disease is suspected, a timely but accurate diagnostic procedure must be completed. It is critical that agency professional personnel carefully evaluate results of tests and examinations to differentiate misleading symptoms from actual disease. Intensive and thorough follow-up investigation to confirm or refute the existence of the disease in the targeted livestock operation is the essence of the diagnosis function. If the diagnosis of a regulated disease is confirmed, disease control and elimination procedures are discussed with the affected producer and a herd plan is developed to achieve the desired results within a reasonable timeframe with the least disruption to the owner's normal management and operating procedures. Depending upon which disease is diagnosed, eradication by destruction of infected and exposed animals may be the most viable option for dealing with the disease. In such cases, the producer would be indemnified for the appraised value of animals that had to be destroyed.

When a regulated disease is confirmed, it becomes mandatory to control the spread of the disease to other animals in the herd and to other herds by limiting the movement of exposed or infected animals. Quarantines and hold-orders are the control measures for restricting infected, exposed, or otherwise suspicious livestock to a specific location. Written permits are then issued for movement and disposition of infected or exposed animals in a manner compatible with sound livestock disease control practices. Usually the animals are permanently identified by tagging or branding as infected or exposed prior to movement. Vaccinations or other treatments, if applicable, are sometimes administered to exposed animals in order to minimize any further spread of the disease. If not completed as part of the diagnosis function, herd plans are formulated in cooperation with the owner to improve herd management practices. Results of epidemiological studies are shared with the owner as to the most probable source of the disease and the methods to be used to eradicate and prevent reintroduction of the disease.

Elimination or eradication of the disease causing agent from the animal populations is the final element or function of a successful animal health program. Elimination or eradication will generally require the destruction of animals that are infected or exposed to the disease.

ANIMAL DISEASE CONTROL AND ERADICATION PROGRAMS

Brucellosis

For many years, control and eradication of bovine brucellosis was the primary activity to engage the time and expertise of TAHC personnel. Seventeen years ago (1988), Texas had 1,433 accumulated brucellosis infected herds and employed 294 staff. Only eleven years ago, the state had 383

accumulated brucellosis infected herds and employed 251 staff. In state fiscal year 2004, 2 cattle herds were identified as infected with bovine brucellosis. While brucellosis is still a significant disease of concern to Texas, the time and effort spent to address it is significantly reduced from just a few years ago. The disease has not yet been eradicated from Texas, however, and TAHC must continue efforts to eradicate brucellosis until the job is complete and then conduct brucellosis surveillance activities for five to ten years after the state is classified as "Free." Texas is one of only two states not classified as Free of brucellosis.

TAHC has experienced a reduction in staff from over 300 in the 1980's to a current staff level of 189, at least in part as a result of success in reducing the incidence of brucellosis in the state. While this reduction was justifiable based on brucellosis activity, the reduction has impacted the agency's ability to effectively perform all of the other duties it is called upon to perform.

In August 2005, a new brucellosis infected herd was identified in Texas. This is the second brucellosis infected herd discovered in state fiscal year 2005. It is critically important that TAHC do everything possible to identify remaining brucellosis infection in Texas and complete the brucellosis eradication program.

Tuberculosis

The national effort to control and eradicate tuberculosis from the United States began early in the 20th Century. By the early 1980's, the number of tuberculosis infected herds discovered in the US had dropped to an all time low. It appeared that Texas and the rest of the country were on the verge of eradicating this serious cattle and human disease. Unfortunately, because of the low level of disease, surveillance activities were reduced, while at the same time Texas and the US began to import increasing numbers of tuberculosis infected or exposed cattle from Mexico. As a result, there was a significant increase in the prevalence of tuberculosis in a number of states, including Texas. Texas discovered a number of infected herds in the El Paso milkshed and found infection in other areas of the state. Subsequently, increased surveillance, testing and tracing activities controlled the disease and in November 2000 Texas achieved Tuberculosis Accredited Free Status, except for the El Paso milkshed, which was established as a Modified Accredited Advanced area.

Accredited Free Status did not last long. In 2001, two tuberculosis infected cattle herds were identified in the state (Fayette County, 7/2001; Reeves County 12/2001) and Texas lost its accredited free status in 2002. Since that time, two additional tuberculosis infected herds have been discovered in the state. TAHC is working to find any remaining tuberculosis infected cattle herds. This effort includes improved slaughter surveillance, testing of breeding cattle exported from the state, increased whole herd testing (dairy and seedstock herds), and increased efforts to reduce exposure from Mexican origin cattle (feeder cattle and rodeo/roping cattle).

TAHC activities to address the tuberculosis problem will continue over the next few years in order to regain and maintain Accredited Free Status. Additionally, USDA has implemented a revised Uniform Methods and Rules (program standards) which require additional surveillance and disease control efforts by TAHC. Texas must go two years after depopulation or release of quarantine of the last infected herd in order to regain Tuberculosis Accredited Free Status.

Johne's

Johne's disease (pronounced "yo-knees") is a chronic and incurable intestinal infection of cattle and other ruminants. It spreads silently, primarily to calves and symptoms do not begin until after the animal has been infected for some time. Bacteria causing this disease are found in the small intestines, lymph nodes, uterus, milk, and feces. The disease is diagnosed by either blood or fecal

tests, or at necropsy. Animals are usually infected in the first few months of life by ingesting contaminated milk, water, or feed. Fetuses can be infected in utero.

USDA has established rules for a voluntary Johne's program and provided cooperative funding in support of that program. The Texas Voluntary Johne's Disease Program for Cattle was developed based on the USDA rules and was adopted March 2003. The majority of funding under the Texas program is utilized to provide training to private practitioners and reimbursements to these trained veterinarians for development of a herd plan for a base fee. TAHC's role is to administer the Johne's program through private veterinarians. The agency provides the Designated Johne's Coordinator for the state and provides support staff necessary to carry out the current level of the program.

Anthrax

Anthrax is a reportable disease, and TAHC is to be notified of confirmed and suspected cases. Anthrax is a naturally occurring disease with worldwide distribution. It is caused by *Bacillus anthracis*, a spore-forming bacteria that can remain alive, but dormant in the soil for many years. The bacteria can "bloom" and contaminate surface soil and grass after periods of wet, cool weather, followed by several weeks of hot, dry conditions.

Grazing animals such as cattle, sheep, goats, exotic and domestic deer, and horses—ingest anthrax bacteria when they consume contaminated grass. By the time an animal displays signs of disease, including staggering, trembling, convulsions, or bleeding from body openings, death usually follows.

Domestic and wild swine are fairly resistant to anthrax and although they may become ill, some of these animals recover fully.

An outbreak may occur one year, but not the next. Death loss may occur in one pasture, while animals nearby remain healthy. Anthrax can occur anywhere, but in Texas, most cases are confined to a triangular area bounded by the towns of Uvalde, Ozona and Eagle Pass. This area includes portions of Crockett, Val Verde, Sutton, Edwards, Kinney and Maverick Counties. In these counties, many livestock producers routinely vaccinate livestock against the disease.

When an anthrax outbreak begins, veterinarians will have the initial cases confirmed through laboratory tests conducted at the Texas Veterinary Medical Diagnostic Laboratory in College Station. Subsequent cases in an outbreak are to be expected and may be diagnosed clinically, based on disease signs and sudden death loss.

Transmissible Spongiform Encephalopathies (TSE)

This category of diseases includes three diseases in animals: Scrapie, Bovine Spongiform Encephalopathy (BSE or "Mad Cow" Disease) and Chronic Wasting Disease (CWD). All are fatal, chronic, degenerative diseases of the central nervous system.

Scrapie

Scrapie is a fatal, degenerative disease of sheep and goats. Texas is a participant in the USDA national scrapie eradication program. The program includes identification of premises that have sheep or goats, individual animal identification, quarantine and depopulation of infected and high risk animals, genetic testing to determine susceptibility of animals in an infected flock and live animal testing of exposed animals in an infected flock. The eradication program also includes slaughter surveillance for the disease. This is an important disease for Texas, because Texas ranks number one in the country for both sheep and goat production and the state is a large marketer of sheep from around the country, with significant exports to Mexico.

Bovine Spongiform Encephalopathy (BSE – Commonly referred to as “Mad Cow” Disease)

This disease is a chronic, fatal, degenerative disease affecting the central nervous system of cattle. The disease was first diagnosed in 1986 in Great Britain and has caused thousands of cattle deaths in that and other European countries. It has also been found in Asia. In May 2003, the disease was diagnosed in Canada and in December 2003, the first case of the disease was diagnosed in the state of Washington (in a cow of Canadian origin); and, in June 2005, a second case was diagnosed in the United States. BSE is believed to be the causative agent for new variant Creutzfeldt Jakob Disease in humans.

The first US case, although of Canadian origin, caused significant economic harm to the cattle industry and the economy of the United States and resulted in significant changes in USDA, FSIS, and FDA regulations to protect human health and prevent the disease in animals. Additionally, USDA has initiated an extensive surveillance effort to determine if additional cases are present in the US. Animals targeted for surveillance are 30 months of age or older, show central nervous system disorder symptoms, or are lame, crippled, emaciated, or dead from unknown causes. Testing is being conducted on farms and ranches, at slaughter facilities (carcass is held pending negative results), at diagnostic laboratories, veterinary clinics, and at rendering facilities. Testing for this surveillance effort is being conducted at the Texas Veterinary Medical Diagnostic Laboratory (TVMDL) at College Station.

TAHC is supporting USDA efforts to achieve the surveillance objective. Significant veterinary staff time must be devoted to this effort. Future, long-term surveillance objectives are dependent upon the results of current extensive surveillance efforts.

In June 2005, USDA was compelled to conduct additional BSE testing with Western Blot tests on BSE test samples previously determined to be inconclusive to the BioRad test (the standard USDA “screening” test for BSE). There were three such samples. One was a sample collected in Texas during November 2004. Test results from subsequent testing of tissues from that animal were determined by the National Veterinary Services Laboratory (NVSL) and the world reference laboratory for BSE in Weybridge, England to be positive for BSE. USDA announced the results of testing on June 24, 2005 and the animal was subsequently confirmed to be an animal from a Texas herd.

USDA and TAHC established a BSE Incident Command Center and conducted response efforts from the TAHC conference room. Two hundred adult animals and over two hundred young animals were identified as animals of interest and were traced to identify “at risk animals,” which included birth cohorts (animals born a year before to a year after the birth of the affected cow), and offspring from the last two calvings. Sixty-eight animals of interest were identified, indemnified, destroyed, sampled, and tested for BSE. All were negative. The BSE response was completed (with the exception of one herd inventory) and the Incident Command Center was closed August 9, 2005.

In August 2005 USDA announced that, as part of the enhanced BSE surveillance effort, 20,000 normal-aged cattle will be tested for BSE during sixty days from the announcement. Animals to be tested will be selected from aged cattle presented for slaughter at federally inspected slaughter establishments. This surveillance will be conducted while the intense targeted surveillance of downers and deads continues. Over 432,000 cattle have been tested as part of the enhanced BSE surveillance effort.

USDA has opened the US border to the importation of Canadian cattle under thirty months of age for immediate slaughter or feeding for slaughter (before 30 months of age), and sheep and goats under 12 months of age for immediate slaughter or for feeding for slaughter (before 12 months of age).

Mexico has also relaxed some of its restrictions on the importation of certain breeding cattle. TAHC has attempted to determine the extent of the Mexican provisions, and believes that, at this time, the only animals eligible for export to Mexico would be breeding bulls of dairy breeds consigned to bull studs, where the animals will be quarantined for life.

Chronic Wasting Disease (CWD)

CWD is a transmissible spongiform encephalopathy of deer and elk. There is no known relationship between CWD and the other TSEs of animal or man. CWD is endemic in wild white-tail and mule deer and elk in areas of Wyoming and Colorado and has been found in wild deer or elk in at least five other states and in Canada. Additionally, the disease has been found in domestic cervidae in at least eight states. The disease has not been found in either wild or domestic cervidae in Texas, even though significant surveillance has been accomplished over the past several years.

Swine Diseases

Swine brucellosis and swine pseudorabies (PRV) are the primary diseases of concern and economic consequence to Texas swine producers. Blood for testing for both diseases is collected from sows and boars at livestock markets and slaughter facilities. Testing is performed by TAHC laboratories.

While Texas' commercial production swine industries are considered free of both swine brucellosis and PRV, both diseases are endemic in feral swine populations. Sporadic spill-over from feral swine to transitional production swine occurs and will continue to occur in the state.

USDA is working with states and the commercial swine industry to develop and implement a new strategy to reduce the potential for spill-over of the disease from feral swine or transitional production swine herds into commercial production swine. This will entail identification of all commercial swine facilities in the state, performance of a risk analysis for potential PRV infection, implementation of risk mitigation strategies to reduce potential for disease exposure and an ongoing surveillance program. TAHC is responsible to implement the national strategy in Texas.

Equine Diseases

Equine Infectious Anemia (EIA) is the primary disease of regulatory concern for horses. EIA is a potentially fatal disease of horses and other equine that is spread from horse to horse primarily by large biting flies. No vaccine or treatment is available. Current regulations require that equine which are commingled with other equine have a negative EIA test within the past 12 months. EIA positive equine must be isolated for life or be destroyed. The apparent infection rate in Texas in 2003 was 0.03 percent, with 73 of 248,903 horses testing positive. USDA is currently trying to develop a national EIA program. Any national control program mandated by USDA might impact TAHC laboratory processes and would affect interstate movement of equine.

Another significant disease of horses and other equine in Texas is the West Nile Virus (WNV). This is a bird, animal, and human disease. It is an encephalitic disease and can cause death in a significant number of infected horses. An effective vaccine is available for use in horses.

Because WNV is a human disease, the Zoonotic Disease Branch of the Texas Department of State Health Services (DSHS) is the lead agency in dealing with this disease.

Texas, along with New Mexico, Arizona, Utah, and Colorado, have experienced cases of Vesicular Stomatitis (VS) during 2005; however, since June 29, 2005, Texas has no animals or premises quarantined for VS.

Avian Diseases

Many poultry diseases are highly contagious and, during an outbreak, threaten the state's commercial chicken and turkey industry, noncommercial flocks, caged pet birds, and fowl raised for agricultural exhibition. TAHC activities related to poultry have increased dramatically in recent years. Poultry diseases of interest include:

- Avian Influenza (AI);
- Exotic Newcastle Disease (END);
- Pullorum-Typhoid (PT); and
- Laryngotracheitis (LT).

The AI virus can cause clinical illness of widely variable severity in chickens, quail, ducks, geese, and guinea fowl, as well as a variety of other birds. There are many strains of the AI virus, which are classified into low pathogenic (LPAI) and highly pathogenic (HPAI) forms, based on the severity of the illness they cause. Most AI strains are LPAI and typically cause mild clinical signs in infected birds. LPAI virus strains, however, are capable of mutating to HPAI viruses under field conditions. HPAI may be an extremely infectious and highly fatal form of the disease. The poultry industry and state and federal animal health officials work to keep AI from becoming established in the poultry population.

TAHC incurred costs of over \$350,000 for overtime, travel, supplies, and testing costs in responding to an outbreak of LPAI in Weimar and Carmine in the summer of 2002; no federal cooperative funding was available for that outbreak. In February 2004, the costs of responding to an HPAI outbreak in Gonzales were covered under a federal cooperative agreement because HPAI is classified as a foreign animal disease.

END is a contagious and fatal viral disease affecting most species of birds. END is a foreign animal disease in the United States and is considered the most infectious disease of birds and poultry. The disease is so virulent that many birds may die before showing any clinical signs. A death rate of up to 100% can occur in a poultry flock. As such, END clearly jeopardizes a state's poultry production and seriously impacts international trading opportunities.

Pollorum Disease is a bacterial disease that can cause up to 100% death loss in infected birds and poultry. Fowl typhoid is caused by a different salmonella bacteria and should not be confused with typhoid fever in humans. Although an outbreak of Pullorum Disease or Fowl Typhoid (PT) may cause heavy death losses, some birds survive to become disease carriers for life. To prevent the introduction of disease, it is critical to know the health status of flocks from which birds or chicks are obtained. Reputable hatchers and breeders voluntarily enroll in the National Poultry Improvement Plan (NPIP) program and maintain high health standards for their flocks.

Currently there is significant world-wide interest in and concern about poultry diseases, especially highly pathogenic avian influenza. In a number of Asian countries strains of avian influenza have spread from birds or poultry to humans. TAHC anticipates that concerns relative to these high

pathogenic avian influenza strains will result in significantly increased levels of surveillance, increased biosecurity and biosafety concerns.

Texas Fever Ticks

The predecessor of TAHC, the Livestock Sanitary Commission, was established in 1893 to fight the Texas Cattle Fever Tick epidemic. USDA and the Livestock Sanitary Commission, working in concert with the cattle industry of the state eradicated the cattle fever tick from the state by 1943 and established a permanent quarantine area along the Texas-Mexican border to prevent reintroduction of the fever tick into its historic ranges. In the ensuing years there have been numerous incidences in which fever ticks escaped the quarantine area, but control measures pushed them back.

Three hundred sixteen (316) premises are under an adjacent and/or check quarantine. One hundred thirty-nine (139) are in the Tick Eradication Quarantine Area and one hundred seventy-seven (177) are in the Free Area. Nineteen (19) premises were released and forty-six (46) were added during July 2005.

TAHC and USDA have stepped up activities to help regain control of fever ticks. TAHC has detailed additional staff to work in the tick area in support of the USDA Tick Force. USDA has hired some additional temporary personnel and has detailed full-time staff to support the tick efforts. These efforts will continue until Texas gains control of the tick situation. Activities of these staff include examination of cattle for ticks, treatment of livestock, increased inspection of cattle destined for market or upon arrival at livestock markets, preparation of treated feed for treatment of white-tail deer, and tracking and treatment of cattle that have been identified as potentially exposed to fever ticks. TAHC has also procured additional pesticide dipping solution for use in the tick program.

The Executive Director and TAHC staff have participated in meetings and events to discuss the fever tick situation; these include meeting with the Administrator of APHIS; the Bi-National Tick Committee meeting in Mexico; Texas and Southwestern Cattle Raisers Association and Texas Farm Bureau meetings; and industry meetings in South Texas. TAHC anticipates that USDA will conduct a review of the Fever Tick program in the very near future. Such review would be welcomed as this may be the only way that sufficient high-level support for the program can be achieved.

ANIMAL HEALTH EMERGENCY MANAGEMENT

Animal Disease Preparedness

TAHC recently updated the state Foreign and Emerging Animal Disease (FEAD) Plan in order to assure that response processes will enable the agency to rapidly and effectively respond to disease incursions or bio-terrorism threats. Additionally, TAHC staff is developing a non-disease state animal emergency plan and are working with other emergency management personnel to develop local animal health emergency response plans. TAHC regularly and periodically participates in, or conducts, test exercises to improve emergency response capabilities.

Animal Disease Responses

During the past two years, TAHC has responded to four foreign animal disease outbreaks - Exotic New Castle Disease (END), Monkey Pox, Highly Pathogenic Avian Influenza (HPAI), and Bovine Spongiform Encephalopathy (BSE); additionally, TAHC has responded to two emerging or sporadic diseases - Vesicular Stomatitis (VS) and Low Pathogenic Avian Influenza (LPAI). During the last fiscal year TAHC and USDA veterinarians conducted more than 100 Foreign Animal Disease (FAD) investigations in Texas.

In this same time frame, the TAHC has concurrently had to address two brucellosis infected cattle herds, one tuberculosis infected herd, and several swine brucellosis or pseudorabies infected transitional production swine herds while continuing to perform routine disease surveillance, control, and eradication activities.

The combination of foreign animal disease response, emerging and sporadic disease response, in addition to routine disease surveillance and response activities have severely stretched TAHC resources.

EMERGING DISEASES

It is not possible to predict which animal disease may be highly significant tomorrow. As some diseases are controlled or eliminated, others come to the forefront. Additionally, exotic diseases are introduced into the United States and become endemic. One recent example is West Nile Virus. It is critical that TAHC have the tools to recognize the disease when it emerges and have the capability to address the disease in its host species. In some respects this function is related to emergency management in that specialized training will be essential for surveillance, disease investigation, disease diagnosis and disease management.

ANIMAL IDENTIFICATION

National Animal Identification System (NAIS)

On December 30, 2003, US Secretary of Agriculture Ann Veneman announced that the United States must develop and implement a “verifiable national system of animal identification.” This announcement came on the heels of the discovery of BSE in a Canadian cow in Washington State.

The current animal identification program is reliant on the brucellosis tag to identify animals for disease control purposes. As states have achieved success in controlling and eradicating brucellosis, the number of animals being vaccinated or tested for brucellosis has declined (except in states, such as Texas, that still have a first point testing program) to the point that the number of animals identified is insufficient to enable reliable disease surveillance and epidemiological traceback.

For the past 2 – 4 years, a large number of persons from livestock industry organizations, state animal health agencies, and USDA have been working to develop a new national animal identification program for the United States. This effort resulted in an animal identification plan called the United States Animal Identification Plan (USAIP). The goal of that plan is to provide an animal identification program that would enable effective animal disease control programs and provide capability to identify all animals that may have been exposed to a foreign animal disease within 48 hours after confirmation of the disease.

In May 2004, USDA accepted the USAIP as the basis for a new national animal identification program, which is called the National Animal Identification System (NAIS). The primary elements of NAIS include: premises identification, individual animal identification, group/lot animal identification, animal identification database, and infrastructure. In November 2004, TAHC received a cooperative agreement from USDA to initiate a Texas NAIS Pilot Project utilizing Radio Frequency Identification Devices (RFID), electronic data collection, and electronic databases.

TAHC applied for and received a second cooperative agreement effective August 2005 to continue the implementation of NAIS in Texas; the funding level of that cooperative is \$1.2 million with funds to be utilized for premises registration, outreach and education, and for infrastructure development.

While NAIS cooperative funding is a significant asset to Texas, long term funding and additional personnel will be necessary for Texas to fully implement, manage, and maintain NAIS in Texas.

B. Do each of your key functions continue to serve a clear and ongoing objective? Explain why each of these functions is still needed. What harm would come from no longer performing these functions?

The regulatory animal health system in the United States is based upon complementary and coordinated activities of USDA and the state animal health agency. USDA is responsible to prevent introduction of diseases into the country and for development and implementation of standards (in the form of Uniform Methods and Rules) for our national animal health programs. The states, TAHC in the case of Texas, are responsible for implementation of the national animal disease control and eradication programs within each state. USDA regulates interstate movement of animals. TAHC establishes rules for importation and for intrastate movement of animals. USDA does not have the authority to conduct disease control activities within a state unless the Secretary of Agriculture declares an emergency, or USDA is working cooperatively with the state animal health agency.

If the disease prevention, surveillance, control and eradication functions currently performed by TAHC were no longer performed, diseases eliminated from the state or diseases that have been controlled could resurge through susceptible livestock populations.

The elements or functions of TAHC's disease programs are each like a link in a chain. Remove or significantly weaken any one link and the chain can no longer perform its intended mission. If the agency no longer performed these functions, the livestock, poultry and exotic livestock industries of Texas would be severely hampered or prohibited from marketing their products to other states and internationally. This would devastate these segments of Texas agriculture and thus impose severe economic harm to the state, especially rural Texas.

C. What evidence can your agency provide to show your overall effectiveness and efficiency in meeting your objectives?

A few examples that illustrate the effectiveness of our animal health programs include the following: The incidence of brucellosis infection has been reduced from 1,433 infected herds in 1988 to two infected herds in 2005; The incidence of tuberculosis infection in Texas cattle herds has been reduced to a very low level; Texas achieved free status for Swine Pseudorabies in 2005; TAHC, with complementary and cooperative support from USDA has been able to successfully respond to outbreaks of Exotic Newcastle Disease, High Pathogenic Avian Influenza, Monkey Pox, Low Pathogenic Avian Influenza and Bovine Spongiform Encephalopathy during the past two and one-half years while at the same time achieving the testing of over 425,000 cattle for tuberculosis, management of one tuberculosis infected cattle herd and four brucellosis infected cattle herds, and several swine brucellosis or pseudorabies infected swine herds.

The incidence of most of the regulatory diseases are at an all time low in Texas livestock as result of the diligent efforts of the agency and the industries it serves. While complete eradication of all the diseases has not yet been achieved, these factors enable the marketing of Texas livestock, poultry, and exotic livestock with relative ease..

D. Does your agency's enabling law continue to correctly reflect your mission, objectives, and approach to performing your functions? Have you recommended changes to the Legislature in the past to improve your agency's operations? If so, explain. Were the changes adopted?

Generally the agency's enabling statutes correctly reflect mission, objectives and functions. The statutes applicable to the TAHC are amended periodically so they continue to adequately address the ever-changing needs and technologies concerning animal health programs. The 79th Legislature adopted changes to the statutes regarding the inspection of animals at livestock markets, and adopted a new statute whereby the agency has the authority to establish by rule a program for premises and animal identification that will be recognized within the parameters of the National Animal Identification System currently being developed by the USDA.

E. Do any of your agency's functions overlap or duplicate those of another state or federal agency? Explain if, and why, each of your key functions is most appropriately placed within your agency. How do you ensure against duplication with other related agencies?

None of the agency's functions overlaps or duplicates those of another state agency. TAHC is the agency in Texas charged with responsibility relative to livestock, poultry, and exotic livestock. The Texas Veterinary Medical Diagnostic Laboratories (TVMDL) is the state agency that is primarily involved in operating the National Poultry Improvement Program (NPIP) in Texas. Other state agencies have very similar responsibilities relative to other species. For example, Texas Parks and Wildlife Department address issues relative to indigenous species of wildlife, and the Texas Department of Agriculture has state responsibility relative to plant disease issues. We work cooperatively with both agencies on issues of mutual concern. TAHC and USDA – Animal and Plant Health Inspection Service – Veterinary Services roles and responsibilities are complementary and cooperative. USDA has basically the same responsibility on a national level that the TAHC has on the state level. TAHC works cooperatively with its USDA counterpart on a majority of the disease issues that are addressed within the state. As a relatively small agency, TAHC is very focused on its mission – eradicating or controlling disease and pests that affect livestock, poultry and exotic livestock.

TAHC is under the direction and oversight of 13 commissioners appointed by the Governor. Each commissioner is appointed as a representative of a segment of the livestock industry or the public. Commissioners communicate with and receive input from their segment of the industry. This direct link ensures that the agency will be responsive to the disease control needs of each segment of the industry.

No other state agency has statutory authority to perform the functions that are the responsibility of TAHC; as a result, no other state agency would be able to duplicate TAHC activities. The only other regulatory animal health agency operating in the state is USDA. The relationship between TAHC and USDA has been previously explained.

F. In general, how do other states carry out similar functions?

Every state has an independent agency or unit of a larger agency with identical or very similar responsibilities to those of TAHC.

G. What key obstacles impair your agency's ability to achieve its objectives?

Limited resources impair the agency's ability to achieve its objectives and to most effectively and efficiently fulfill its diverse functions. This was improved by the 79th Legislature Regular Session with salary enhancement for veterinarians, but the agency still needs some additional resources, especially for the implementation of the premises/animal identification program. The agency also needs additional support staff and a veterinary position to address the enormous challenge of preparing for and responding to emergency situations involving animals and the food supply.

H. Discuss any changes that could impact your agency's key functions in the future (e.g., changes in federal law or outstanding court cases).

Changes in the disease programs coordinated and/or administered by the USDA would impact our agency. USDA protects the borders of the United States from animal diseases, while TAHC is charged with protecting the borders of Texas. The eradication of a disease could mean a lesser commitment of resources by the TAHC, and the implementation of a new USDA disease program or initiative would mean a greater need for TAHC resources to enable Texas to carry out its responsibilities at the state level.

The United States is close to complete eradication of several important livestock diseases, including cattle brucellosis, cattle tuberculosis and swine brucellosis. Swine Pseudorabies has been eradicated from commercial swine populations. When these diseases are eradicated there will be a significant shift in our disease control programs. The primary emphasis will be on prevention and surveillance. When disease is diagnosed it will most likely be handled as an emergency disease outbreak, similar to the methods currently utilized to respond to a foreign animal disease such as Exotic Newcastle disease or BSE.

The other major change is animal health emergency management. The threats for accidental or intentional introduction of a foreign animal disease or pest are real. Increased TAHC emphasis will be placed on prevention practices, surveillance methods, diagnostics and efficient emergency response. TAHC will also have a greater role in training of private veterinarians and industry representatives in prevention, biosecurity and response methods.

I. What are your agency's biggest opportunities for improvement in the future?

During the past twenty years, TAHC has experienced a reduction in staff from nearly 350 personnel in the 1980's to 198 in 2004. Part of the reduction has been logical and reasonable; as success was achieved in the brucellosis program, fewer personnel were necessary to successfully manage the brucellosis program.

In recent years, however, the responsibilities of TAHC have significantly increased as programs for disease control and surveillance as well as animal and premises identification have been initiated or expanded. Some of these include:

- Tuberculosis;
- Scrapie;
- CWD;
- Swine Brucellosis and Pseudorabies;
- Avian Disease Surveillance;
- EIA;

- BSE;
- Foreign animal disease surveillance (for diseases such as Foot and Mouth Disease and Classical Swine Fever);
- Texas Voluntary Johne's Disease Program for Cattle; and
- National Animal Identification System.

Many of the animal disease control programs entrusted to TAHC are cooperative disease control programs with USDA. Traditionally, TAHC and USDA have jointly conducted these programs with a combination of state and federal staff. In recent years, USDA has experienced budget and staff reductions similar to cutbacks at the state level. In order for USDA to effectively respond to incursions of foreign animal diseases, it must detail staff from all states to outbreak areas. In federal fiscal year 2003, Texas-based USDA staff were deployed to outbreak sites outside Texas 16% of the year. TAHC staff has had to take up the slack to perform animal disease activities in Texas that would have normally been performed by USDA staff.

Unfortunately, there does not appear to be an end in sight for these diverse activities related to disease control and eradication. All indicators suggest that Texas, like others, will continue to see incursion of foreign and emerging diseases. TAHC anticipates that there will be expanded demands for additional disease surveillance and certification processes from trading partners who buy Texas animals and products.

Additionally, the state daily faces the threat of intentional introduction of a disease or agent. Texas is number one in the nation for cattle production and for sheep and goat production. The state also ranks high in swine production, poultry production, and has a very large and diverse exotic wildlife population. These factors make Texas a target. We also have a very long international land border and coast line that has traditionally not been a deterrent to illegal entry of animals or people.

The reality faced by TAHC is that it is rapidly approaching the point at which it will not be able to perform all of the functions that it is charged to perform with currently available staff and fiscal resources. A number of future opportunities for TAHC are as follows:

Homeland Security and Emergency Management

The TAHC staff will continue to develop and to strengthen working relationships with local government entities, Councils of Government and livestock industries in regard to Homeland Security and emergency management activities. As the lead agency for animal-in-disaster issues, both the Department of Homeland Security and the Governor's Division of Emergency Management expect the TAHC to work closely with its local, state, federal and industry partners to develop biosecurity protocols, complete vulnerability assessments, and refine animal disaster prevention and response plans. The completion of the new state Annex O for Agriculture by GDEM and TAHC planners, along with the hiring of a homeland security vet for the TAHC staff, will allow continued opportunities for TAHC to help local governments and the Texas livestock industry be prepared for any and all emergency contingencies.

Animal Disease Surveillance and Identification and Management of Emerging Diseases

There will be an opportunity to develop and implement a comprehensive animal disease surveillance system that will likely replace the current system which is comprised of multiple single disease surveillance programs. This effort has been initiated by USDA and will be put in place in the states. The surveillance system is designed to enable monitoring for many different diseases and compiling data to enable strategic planning for prevention, management, control or elimination of animal diseases. The system should be an early warning system for foreign and emerging diseases as well as a diagnostic tool to identify recrudescence of old diseases.

Management of Diseases in Wild and Free-ranging Animals

Many of the regulatory livestock diseases have wild or feral animals as biological hosts. Examples include Brucellosis (bison and elk), Bovine Tuberculosis (White-Tail Deer), Swine Brucellosis and Pseudorabies (feral swine), Fever Ticks (White-Tail Deer, Elk, Nylgai), Avian Influenza (Migratory Waterfowl).

TAHC has authority to address diseases in livestock, exotic livestock, poultry and exotic fowl. Its authority to address diseases in native wildlife is very limited. If the agency is to effectively address diseases that affect both wild and domestic animals, it must forge effective cooperative relationships with other state agencies, particularly Texas Parks and Wildlife Department. Additionally, the agency may need to examine statutory authority to assure that it is sufficient to enable the agency to fulfill statutory purposes.

Inspection Fees and Fee Revenue

During the 78th Legislative Session, H.B. 3442 was passed to provide authority to TAHC to “charge a fee for inspections conducted by the agency.” In the recent 79th Legislative Session, H.B. 1361 was passed to assist the implementation of NAIS in Texas and to authorize TAHC to develop a rule to collect a premises registration fee; in the same session, H.B. 1363 was passed to allow the Commission, by rule, to determine the fee for certificates of veterinary inspection. The Commission is in the process of developing rules to implement these bills

National Animal Identification System (NAIS) – Premises Registration Fee

The comment period for the NAIS Draft Strategic Plan and for the Draft Program Standards closed in June 2005. TAHC expects to see an updated Strategic Plan and Program Standards published in the near future. These standards and guidelines are being developed by USDA for implementation by all states. In fiscal year 2005, TAHC received USDA cooperative funds to implement an NAIS Pilot Project in Texas. Activities in support of that Pilot Project are currently underway and Texas continues to collaborate with other states and provide feedback to USDA. In August 2005, additional USDA federal funds were awarded to TAHC for further outreach, premises identification, and animal identification activities to advance NAIS in Texas.

The 79th Legislature Regular Session passed H.B. 1361 which supports the implementation of NAIS in the state; however, it also identifies the activity of premises registration as a fee mechanism for TAHC. Because this is a new program, not only to Texas, but for all states, TAHC has opportunities to attempt to leverage USDA development to establish the necessary infrastructure to not only implement NAIS in Texas – but, to also monitor and manage premises registration and renewal fees. Article 9 of the General Appropriations Act, Section 14.09 provides TAHC with a contingent appropriation of \$255,636 and \$189,136 for fiscal years 2006 and 2007 respectively. Premises registration fees collected up to these levels are re-appropriated to TAHC to develop and administer the Texas NAIS program. Despite the challenge of developing the infrastructure and a fee mechanism, TAHC is committed to fulfilling this legislative directive.

Certificate of Veterinary Inspection Fee Increase

House Bill 1363 of the 79th Legislative Session, signed by Governor Perry on May 27, 2005 expressly requires that the Texas Animal Health Commission set the fee for certificates of veterinary inspection. During the legislative session, the Commission was directed by the Legislature to collect fees relevant to animal health program service delivery. As a result of this legislation, the amount charged for books of certificates of veterinary inspection, equine health certificates, and equine passports will increase effective September 1, 2005.

TAHC’s appropriation for fiscal years 2006 and 2007 includes rider 8, a contingency appropriation for bovine brucellosis first point testing which appropriates up to \$440,000 of fees collected as the result of the increased fee for certificates of veterinary inspection for use in administering the first

point testing program. The Commission is committed to fulfilling the legislative intent for H.B. 1363.

Financial and Personnel

In an effort to plan for future animal health activities and assess future needs, TAHC conducted a program review and strategic planning process in the spring of 2004. During that process, the Executive Director asked TAHC management staff to assess current programs to determine the fiscal and personnel needs and predict the needs for new programs that are on the horizon. Managers were instructed to identify personnel necessary to conduct all programs and activities mandated by current law and rule and to estimate needs for new programs (such as BSE surveillance, animal identification, avian disease surveillance, and foreign or emerging animal disease surveillance). That process indicated the following, some of which were addressed by the 79th legislature:

Capital Authority

In 2003 when state agencies were instructed to reduce general revenue budgets by seven percent, TAHC delayed computer replacements for a year and returned all capital budget. Both TAHC's LAR for 2004 and 2005 (the original submission and the one with the 12.5% reduction) included a capital budget request for computer replacement. Late in 2003 and early in 2004, TAHC was able to utilize one-time homeland security funding from USDA to convert from a Macintosh environment to a PC environment to facilitate emergency management response communication. This funding is not available, however, for future computer replacements.

In light of the July 2005 SAO audit of TAHC, the agency will continue to recommend a mechanism for the legislature, governor's office, and LBB to authorize capital authority to the agency for the dual purpose of (1) refreshing its information technology infrastructure and (2) securing additional vehicles or replacing aging vehicles in its fleet. For fiscal year 2006 and 2007, the agency has in its Method of Finance, authority to utilize \$106,313 each fiscal year in Earned Federal Funds. TAHC will continue to request that the agency be granted capital authority for a portion of those Earned Federal Funds for the purposes stated above. Granting such authority would be at no cost to the state, as the Earned Federal Funds are drawn from the multitude of federal cooperative agreements between TAHC and USDA.

In light of the rising costs of travel and the SAO recommendations that TAHC seek to improve its information resources systems, the Commission is committed to pursuing the strategy above to seek capital authority. Historically, agency vehicles cost approximately ten to fifteen cents less per mile than reimbursement for personal vehicles used for state service. However, the cost efficiency is based on the life of the vehicle and TAHC acknowledges the upfront costs and the need for capital authority upfront as well.

Salary Equity and Travel Budgets

TAHC acknowledges and appreciates the efforts of the 79th Legislature in providing state employee salary increases for fiscal years 2006 and 2007, and particularly in the appropriation for the targeted pay increase for veterinarian positions. The targeted increase by the legislature should help TAHC address the issue of past years of the difficulty of recruiting highly qualified professional personnel to replace those lost to retirement, reduction-in-force, or attrition. Although TAHC has been successful in filling its vacant positions, it has often had to fill positions with minimally qualified staff or second or third choices – not first choices – which was primarily attributed to the salary available for the positions.

The SAO Classification Office changes to the state classification plan may help assist TAHC in its recruiting efforts. TAHC will monitor the impact of those changes relative to other agencies of similar size with regulatory functions to seek equity and parity as appropriate. Additionally, the change to longevity pay will result in approximately \$102,000 in additional expense to the agency that was not appropriated to the agency.

The agency will necessarily closely monitor travel expenditures in the upcoming biennium. Such expenditures are a significant part of TAHC's budget as inspectors and veterinarian positions often travel extensively to provide coverage across the entire state in performing their regular job responsibilities and duties. No additional appropriation to cover the increases in travel reimbursement rates was provided to any state agencies for the next biennium for longevity pay or travel expenditures.

J. In the following chart, provide information regarding your agency's key performance measures included in your appropriations bill pattern, including outcome, input, efficiency, and explanatory measures.

Texas Animal Health Commission Exhibit 2: Key Performance Measures for Fiscal Year 2004			
Key Performance Measures	FY 2004 Target	FY 2004 Actual Performance	FY 2004 % of Annual Target
Outcome 01-01.01 Percent Change in Known Prevalence of Bovine Brucellosis from the 1994 level	(99.57)%	(98.70)%	99.12%
Output 01-01-01.01 Number of surveillance inspections conducted (livestock shipments inspected)	7,700	2,885	37.47%
Output 01-01-02.01 Number of Specimens Processed through the State/Federal Cooperative Laboratory System	2,500,000	2,569,541	102.78%
Output 01-01-03.01 Number of Compliance Actions Completed	274	249	90.88%

III. History and Major Events

Provide a timeline of your agency's history, and key events, including:

- **the date your agency was established;**
- **the original purpose and responsibilities of your agency;**
- **major changes in responsibilities or statutory authority;**
- **changes to your policymaking body's name or composition;**
- **significant changes in state/federal legislation, mandates, or funding;**
- **significant state/federal litigation that specifically affects your agency's operations; and**
- **key changes in your agency's organization (e.g., a major reorganization of the agency's divisions or program areas).**

The cattle fever tick, a parasite less than an eighth of an inch long, played the pivotal role in the 1893 creation of the Livestock Sanitary Commission, which in 1959 was renamed the Texas Animal Health Commission.

The battle against the cattle fever tick began in the mid-1800s when veterinarians discovered this parasite could carry microscopic protozoa that infected cattle with the deadly "Texas Fever" that killed about 90 percent of infected animals within days. By the late 1870's, many states prohibited the entry of Texas cattle from February to November, when disease transmission was at its peak. In 1892, the U.S. Secretary of Agriculture quarantined parts of Texas and several other states, due to Texas Cattle Fever outbreaks.

Recognizing the crippling financial effects of the quarantine and the need to fight the "fever tick," the 23rd Texas Legislature created the Livestock Sanitary Commission. The legislation provided for protection of domestic livestock from dangerous or contagious diseases, specified "fever tick" quarantine lines, established rules and regulations, and set penalties for violations. Three commission members were appointed and provided a two-year appropriation of \$20,000.

Experimental chemical preparations were sprayed, rubbed, dabbed and brushed on cattle, in an attempt to kill ticks but not the animal. By 1903, a dipping solution of arsenic, sal soda and pine tar was recommended. Even so, the U.S. in 1906 reported tick-related losses of \$40 million per year, in addition to \$33 million in lowered cattle values in the South. Congress reacted by making \$82,500 available to eradicate the tick in southern states.

The national "fever tick" eradication program was launched in 1906, with 198 counties in Texas under quarantine. Although the U.S. won the war against the tick by 1943, skirmishes still occur, because the tick has not been wiped out in Mexico. The U.S. Department of Agriculture's Tick Force conducts horseback patrols along a narrow, permanent quarantine or "buffer" zone along the Rio Grande. Mexican cattle and horses that cross the river are apprehended, inspected and dipped before being returned to their owners.

TAHC field personnel, as part of their routine duties, collect ticks and maggots from livestock and submit them for laboratory identification. If fever ticks, foreign ticks or screw worm larvae are detected, action can be taken immediately to wipe out infestations and address potential foreign animal disease introduction.

The success of the "fever tick" program provided the impetus for national and state efforts to tackle other dangerous or contagious livestock diseases and pests. With each passing milestone, the credibility and "trade-

ability” of Texas and U.S. livestock and livestock products increased. Notable accomplishments for livestock disease and pest prevention, detection, and eradication include:

1929 – Foot-and-mouth disease (FMD) outbreak in the U.S.

1959 – Texas enacts legislation directing the TAHC to cooperate in the national Cattle Brucellosis Eradication Program. “Down-the-road” testing of all Texas cattle herds finds about 20,000 herds infected with the bacterial disease that can cause cows to abort or deliver weak calves, or produce less milk.

1966 – Screw worms eradicated in the U.S. The female screw worm fly lays its eggs at the edge of wounds, and the larvae consume only “fresh flesh,” thus gouging deep wounds into livestock. In the 1960s, the treacherous screw worms cause \$100 million dollars a year in livestock damage and death loss, and another \$32 million in treatment costs. Eradication involves sterilizing the male screw worm flies with low-level radiation, then releasing them into infested areas. Because female screw worm flies mate once, this “birth control” works wonders.

1981 - 2,384 Texas cattle herds are under quarantine, due to cattle brucellosis infection.

1987- Cattle changing ownership at Texas livestock markets must undergo cattle brucellosis testing. Exemptions: cattle from a brucellosis-free certified herd, or cattle tested within the previous 30 days--proof of testing is required.

1989 - Cattle brucellosis herd quarantine count falls to 613 in Texas. TAHC commissioners give TAHC personnel authority to test “high-risk” herds for brucellosis due to proximity to infected areas. In highly infected counties, testing also may include outlying herds at risk. Texas law effective, requiring livestock dealers to keep records on cattle bought and sold, making it easier to trace infected animals.

1990 – Texas joins the national Swine Brucellosis and Pseudorabies Eradication Programs. These diseases can cause loss of production; program participation ensures Texas swine can be moved interstate.

1992 – Six months after being declared screw worm-free, Mexico contends with an outbreak of the pest; one active case was detected in Texas. Producers, private practitioners, and TAHC personnel remain on heightened alert for possible infestations in Texas. (As of 2005, screw worms are eradicated through Panama, but the pests still exist in South America. On occasion, larvae are detected in livestock presented at U.S. import facilities, thus necessitating continual surveillance.)

1993 – Fever tick-infested cattle are found by a TAHC animal health inspector at a South Texas livestock market. Epidemiological tracing leads to exposed or infested livestock on 67 premises in nine counties.

1993 – Texas progresses in the three-stage Swine Brucellosis Eradication Program. Excellent disease surveillance and follow-up herd testing enables Texas to move from Stage 1 to Stage 2. Other Stage 2 states are Alabama, Arkansas, Georgia, Louisiana and Oklahoma.

1993 – The H5N2 strain of avian influenza (AI) hits the up-and-coming ratite industry (emus, rheas and ostriches). Thirty-eight premises are quarantined, due to sick or exposed birds. TAHC and USDA personnel provide disease education, conduct epidemiological tracing and test birds.

1994 – Avian Influenza in four Mexican states near Mexico City concerns the TAHC and Texas poultry industry. One gram of infected bird manure can infect nearly a million birds, and migratory waterfowl, smuggled birds and contaminated clothing or equipment can be “vehicles” for the virus.

1994 – Texas achieves Class “A” status in the national Cattle Brucellosis Eradication Program. Thirty-two states are free of the disease. Texas is the last to join 17 other states with low levels of infection. (Texas has more than 147,000 herds and leads the country in cattle production.)

1998 – One screw worm larvae is detected in an Angora goat in Edwards County. TAHC and USDA staff members distribute more than 2,500 screw worm collection kits, provide outreach and inspect more than 30,000 head of livestock. No additional screw worm larvae are found.

1998 - Texas’ cattle brucellosis quarantined herd count falls to nine. Only one other state has infection: South Dakota, which has a quarantined bison herd.

1999 – *Brucella melitensis*, a form of brucellosis not seen in the U.S. in more than 30 years, is confirmed in a South Texas cow. The cow was hauled to a livestock market, where a blood sample was collected for cattle brucellosis testing. Laboratory testing indicates the animal is infected with the melitensis form of brucellosis, usually limited to goats. In Mexico, where *B. melitensis* has not been eradicated, humans can be exposed to the virulent and debilitating disease through the consumption of unpasteurized goat cheese. The TAHC finds the infected goat herd a short distance from the infected cow’s premises. The goat herd is depopulated and buried, and nearly 10,000 goats in five Texas counties are tested to ensure the disease has not spread.

1999 – Texas law goes into effect, requiring equine (horses, ponies, asses and donkeys) eight months of age or older to be tested for Equine Infectious Anemia (EIA) within the previous 12 months prior to undergoing any change of ownership. Nursing foals, transferred with their test-negative dam, or equine animals sold direct to slaughter are exempt from the law. Intent of the law is to prevent the sale of EIA-positive animals from one owner to the next. EIA is incurable and can be mechanically transmitted from infected to “clean” horses by biting flies or contaminated medical instruments.

2000 – Texas gains cattle tuberculosis (TB)-free status, with the exception of El Paso and parts of Hudspeth County. (Dairies in El Paso and parts of Hudspeth County are purchased by USDA for depopulation, due to recurring low levels of TB. No restocking of existing dairies or new dairy operations will be allowed in the area.)

2001 - The TAHC gains a seat on the Texas Emergency Management Council, enabling the agency to access resources and personnel, in the event a disease outbreak or livestock disaster. (In 2000, the TAHC and U.S. Department of Agriculture conducted a simulated Foot-and-Mouth Disease (FMD) outbreak exercise in Texas and determined eradication could cost more than \$50 million per county.)

2001 - Texas outlaws the feeding of meat scraps to swine. The United Kingdom’s devastating \$13 billion foot-and-mouth disease (FMD) outbreak began when a producer exposed his swine to FMD-contaminated meat scraps collected illegally from a foreign ship. More than 4 million animals are depopulated to stop the spread of the disease; another 2.5 million are destroyed because quarantines prohibit animals from being moved to slaughter plants, new pastures or to sales.

2002-2003 – Exotic Newcastle disease (END), a deadly poultry virus foreign to the U.S. hits California. More than 1,700 persons work on the eradication effort that spreads to hundreds of noncommercial flocks and 22 commercial operations. About 4 million birds are euthanized, and the outbreak costs about \$160 million. A limited number of cases also are found in Arizona and Nevada.

In April 2003, END is found in a noncommercial flock in El Paso. The TAHC and USDA destroy about 2,000 birds and test more than 800 flocks to ensure all disease has been found. About 30 countries embargo poultry products from the affected states or the entire country, due to the outbreak.

2004 – Highly pathogenic avian influenza (AI) is detected in a flock of 6,600 chickens in Gonzales County. The TAHC and USDA immediately respond, euthanizing and burying the diseased flock and conducting outreach. Epidemiology and disease surveillance is conducted up to 30 miles away, to ensure all infection is found and to gain reinstatement of international trade.

2004 – Nearly 50,000 chickens are depopulated in Hopkins County, when low pathogenic avian influenza (AI) is diagnosed in a commercial operation. A joint TAHC and USDA task force conducts outreach, epidemiology and testing as far away as 10 miles. (International trading standards require a 10-mile testing radius for low pathogenic AI.)

2004 – Texas law goes into effect, requiring TAHC registration by persons who sell, distribute or transport domestic and/or exotic fowl but do not participate in recognized poultry or fowl disease surveillance programs. The laws, from which TAHC regulations are promulgated, are intended to make it easier to trace poultry movement and disease.

2004 – Texas and all other states are declared free of pseudorabies in commercial swine herds. This advancement enables commercial swine to be moved interstate with fewer requirements or restrictions.

2004 – TAHC and USDA veterinarians, as always, investigate unusual signs of livestock and poultry disease, collect samples for testing, and confer with the producer and attending private veterinary practitioner. The regulatory veterinarians in Texas conduct more than 155 foreign animal disease investigations from October 1, 2003, through September 30, 2004. Producers and private veterinary practitioners are continually reminded to report unusual signs of illness in their livestock or poultry: blisters, severe illness or unexpected death loss, staggering and unusual ticks or maggots.

2005- The National Animal Identification System (NAIS) is launched, beginning with premises (or location) registration. When fully implemented with premises registration, animal identification and animal movement reporting, livestock movement may be traced in less than 48 hours, greatly enhancing the ability to stop disease before it spreads. The NAIS is promoted through presentations, interviews, articles, brochure distribution and trade shows. HB 1361, effective September 1, authorizes the TAHC to implement an animal identification plan consistent with the national system.

2005 – The U.S.' first native-born case of Bovine Spongiform Encephalopathy (BSE) is found in Texas. The TAHC and USDA jointly respond to ensure “animals of interest” are found and tested. The incident requires weeks of tracing livestock movement and coordination with field personnel. No additional cases are detected.

IV. Policymaking Structure

A. Complete the following chart providing information on your policymaking body members.

Member Name	Term/ Appointment Dates/ Appointed by	Term Expiration	Qualification	City
Rita Baca	6 yr – 4/30/2004 – Governor	9/6/2009	General Public	El Paso
Ron Davenport	6 yr – 4/14/2000 – Governor	9/6/2005	Feedlot Industry	Friona
Reta Dyess	6 yr – 4/14/2000 – Governor	9/6/2005	Dairy Industry	Jacksonville
William Edmiston, Jr., D.V.M.	6 yr – 3/18/2002 – Governor	9/6/2007	Sheep & Goat Industry	Eldorado
Coleman Hudgins Locke	6 yr – 4/30/2004 – Governor	9/6/2009	Beef Cattle Industry	Wharton
Rogelio (Roy) Martinez	6 yr – 3/18/2002 – Governor	9/6/2007	General Public	McAllen
Romulo Rangel, Jr., D.V.M.	6 yr – 4/14/2000 – Governor	9/6/2005	Veterinary Profession	Harlingen
Charles E. (Chuck) Real	6 yr – 5/30/2002 – Governor	9/6/2007	Swine Industry	Marion
Ralph Simmons	6 yr – 4/30/2004 – Governor	9/6/2009	Poultry Industry	Center
Richard Traylor	6 yr – 10/22/1997 – Governor	9/6/2003	Livestock Market Industry	Carrizo Springs
Jerry P. Windham	6 yr – 3/18/2002 – Governor	9/6/2007	Equine Industry	College Station
Jill Bryar Wood	6 yr – 3/18/2002 – Governor	9/6/2007	Exotic Livestock & Fowl	Wimberley
(Currently Unappointed)	6 yr – TBD – Governor	TBD	General Public	TBD

Chairman Richard Traylor is the owner, operator and CEO of T-Bar Cattle Company and Traylor Ranches. He is chairman of the boards of the Texas Livestock Marketing Association, Texas Livestock Commodities and National Finance Credit Association. Traylor, who lives in **Carrizo Springs**, is a member of the Texas and Southwestern Cattle Raisers Association and Director of the San Antonio Livestock Exposition, Inc. He earned his bachelor's degree at Texas A&M University.

Rita E. Baca of **El Paso** is a sales representative for Allstate Insurance. She is a member of the Volar Center for Independent Living and the International Director of the Northeast Rotary Club of El Paso. Benton is a member of Sunmasters Toastmasters, the United States Polo Association and the El Paso Greater Chamber of Commerce Business Resources Executive Committee. She is a graduate of the El Paso Greater Chamber of Commerce Leadership of El Paso and Bauder Fashion College in Arlington

Ron Davenport, a past president of the Texas Cattle Feeders Association (TCFA), is a self-employed farmer, rancher and feedlot owner in **Friona**. He is active in the National Cattlemen's Beef Association (NCBA), having served as a past director.

Reta Dyess of **Jacksonville** serves not only on the TAHC, but also on the executive board for the Texas Extension program in Cherokee County. A co-owner of a dairy farm, Dyess also serves as a director for the Southeast Council of Dairy Farmers of America (DFA).

Dr. William Edmiston, Jr., of **Eldorado** is the sheep and goat industry representative on the TAHC commission. A rancher, veterinarian and owner of Eldorado Animal Clinic, Edmiston is president of the Texas Scrapie Certification Board. He is a member of Texas Veterinary Medical Association, American Veterinary Medical Association and past president of the Sheep and Goat Predator Management Board. He

was named Outstanding Conservationist of 1999 by the Eldorado Soil and Water Conservationist District. Edmiston earned his bachelor's degree at Texas A&M University and his doctor of veterinary medicine at Texas A&M College of Veterinary Medicine.

Coleman H. Locke of **Wharton** is a partner and manager of the Locke Division of J. D. Hudgins Ranch. He is vice president of J. D. Hudgins, Inc., and is a past president and director of the American Brahman Breeders Association and the Texas Brahman Association. Locke is director of the Texas and Southwest Cattle Raisers Association and Port City Stockyards. He is vice chairman of the National Cattlemans Beef Association, president of the Texana Community Band and a song leader at the Wharton Church of Christ. He received a bachelors degree from Abilene Christian University.

Rogelio "Roy" Martinez of **McAllen** is a district sales manager for Pfizer, Inc. and is an active committee member of McAllen Independent School District Building and Rezoning Committees and past president of the Rayburn Elementary PTA in McAllen. Martinez is also an active volunteer with the Boy Scouts of America in McAllen, where he is the assistant scoutmaster of Troop 76, den leader of Pack 330 and Unit Commissioner of Boy Scouts of America Rio Grande Council. He earned his bachelor's degree at the University of Texas Pan American.

Dr. Romulo Rangel Jr., the veterinary representative, is a co-owner of the Altas Palmas Animal Clinic in **Harlingen**. Dr. Rangel serves on the board of directors for the Texas Veterinary Medical Association (TVMA), as well as local and national veterinary associations. This A&M graduate is an avid pilot and a member of the Aircraft Owners and Pilots Association.

Chuck Real of **Marion**, a self-employed farmer and rancher, represents the swine industry. He is a much-lauded member of the Texas Pork Producers' Association, National Swine Register and the Bexar County Farm Bureau. Real is a member of the FFA Booster Club and serves as an adult leader for the 4-H Club. Real earned a bachelor's degree in animal science and a master's degree in agriculture from Texas A&M University.

Ralph Simmons of **Center** is director of live production for Pilgrims Pride Corporation facilities in Nacogdoches and Lufkin. He is past president of the Texas Poultry Federation and past chairman of the United States Poultry and Egg Association. He is past chairman of the Harold E. Ford Scholarship Foundation and currently serves on the board of directors of the Texas Poultry Federation. He received a bachelors degree from Texas Tech University.

Jerry Windham, owner of Windham Ranch in **College Station**, is a member of the American Quarter Horse Association and Texas Quarter Horse Association, where he has served in many capacities. He is also a member of the Brazos County Extension Horse Committee and past member of the Texas Horse Racing Association. He has served as a Brazos County 4-H leader, and director and president of the Bryan Boys Club. He earned his bachelor's degree at Texas A&M University.

Jill Bryar Wood of **Wimberley** is a managing member of the Bryarwood Ranch LP. In addition to being a member of the Texas Deer Association, Texas Wildlife Association and Exotic Wildlife Association, she is a member and past president of the North American Deer Farmers Association. Wood is also a member of the United States Animal Health Association and the Texas and Southwestern Cattle Raisers Association. She earned her bachelor's degree at Washington University in St. Louis.

B. Describe the primary role and responsibilities of your policymaking body.

The commission is statutorily designed to protect all livestock, domestic animals, and domestic fowl from diseases identified by statute and from other diseases recognized as communicable by the veterinary profession. The commission may act to eradicate or control any disease or agent of transmission for any disease that affects livestock, exotic livestock, domestic animals, domestic fowl, exotic fowl, or canines regardless of whether the disease is communicable. The commission may adopt any rules necessary to carry out the purposes of this subsection, including rules concerning testing, movement, inspection, and treatment.

C. How is the chair selected?

The Commission Chair is selected by appointment of the Texas Governor.

D. List any special circumstances or unique features about your policymaking body or its responsibilities.

There are no special circumstances or unique features about the structure of the TAHC policy making body.

E. In general, how often does your policymaking body meet? How many times did it meet in FY 2004? in FY 2005?

The Commission formally convenes on a quarterly basis, meeting four times during fiscal year 2004 and four times during fiscal year 2005. The TAHC Executive Director, however, regularly reports to the Commission Chair.

F. What type of training do members of your agency's policymaking body receive?

All newly appointed Commissioners receive extensive two (2) day training from agency staff regarding the core programs of the agency as well as legal training on the requirements of the Texas Public Information Act, the Texas Open Meeting Act, the Texas Administrative Act as well as all the statutory chapters under which the agency undertakes its mission. The initial training regimen introduces and includes training regarding Commission rules.

G. Does your agency have policies that describe the respective roles of the policymaking body and agency staff in running the agency? If so, describe these policies.

TAHC policies and procedures are published on the agency's internal website, the TAHC intranet. Included among those internally published policies are the following Commission policies, all of which describe how the specific policy is developed and implemented:

- Policy Development Policy-. Provides a logistical outline of how policies get approved and published

- Agency Operations Manual
- Media Policy
- Telecommunications Policy
- Safety Manual
- Travel Guide
- Records Retention Policy
- Standard Operating Policy
- Budget Responsibilities

H. What information is regularly presented to your policymaking body to keep them informed of your agency's performance?

During each regularly scheduled Commission Meeting, which are open to the public, the Commission is provided a number of reports from the various programs and departments which detail the actions of the agency. The Executive Director provides a detailed report summarizing agency activities that have transpired since the previous public meeting; additional summary reports, some of which require action by the Commissioners, are also publicly presented, including, but not limited to, budget status reports, contract and procurement reports, legislative and governmental/industry relations reports, animal health program and field operations reports and updates, and animal health disease and epidemiological reports and updates.. Some Commission Meeting agendas include specialized reports, generally on specific disease issues or informational summaries to brief the Commissioners so that they are adequately informed to establish policy or properly navigate the rule process for rule changes or to create new rules.

Commission meetings are also the venue for seeking Commissioner guidance, input, and approval on appropriate actions. The public meetings are an opportunity for associations, groups and affected individuals to present their concerns on issues or activities under the Commission's jurisdiction. Once all prescribed statutory procedures have been followed regarding rule changes, all rule proposals and adoptions are formally addressed and acted upon during Commission Meetings.

The Commission Chair actively participates in the legislative process, accompanying the Executive Director and other agency staff as appropriate to hearings involving the Commission or animal health issues. All administrative reports and functions are provided and communicated to the Commissioners; examples are internal and external audit reports, Strategic Plans, Legislative Appropriations Requests, Annual Operating Budgets.

I. How does your policymaking body obtain input from the public regarding issues under the jurisdiction of the agency? How is this input incorporated into the operations of your agency?

The Commission is made up of thirteen Commissioners who represent various segments of the animal and livestock industries; at this time, however, only twelve Commissioners have been appointed by the Governor. In their respective roles, they represent and advocate on behalf of the various industry and public groups. Also the various livestock groups have member associations which actively participate in the development of regulations and programs. The Commission has utilized various industry gatherings and groups to develop and implement various programs. When the legislature requested the agency identify possible fee options, the commission utilized a group with representatives from the various industry groups and associations. For issues related to exotic livestock and cervidae, the Commission has utilized representatives of the exotic

livestock industry associations to develop appropriate rules. When implementing the Commission's Fowl Registration Program, there was an active attempt to solicit input from all internal and external stakeholders in the process of developing the program.

The Commission actively evaluates all input into agency programs for the purpose of improving on the service provided to this state. If improvements necessitate following the statutorily driven rule-making process, the Commission implements those processes as appropriate to effect and drive change or improvements to agency operations.

J. If your policymaking body uses subcommittees or advisory committees to carry out its duties, fill in the following chart.

Texas Animal Health Commission		
Exhibit 4: Subcommittees and Advisory Committees		
Name of Subcommittee or Advisory Committee	Size/Composition/ How are members appointed?	Purpose/Duties
Audit Subcommittee	3 Commissioners/ Appointed by the Chair	To review all Audit issues and reports to the Commission
Budget Subcommittee	3 Commissioners/ Appointed by the Chair	To review all Budget issues and reports to the Commission. They only meet when there is a budget issues that the full Commission feels they should evaluate and make recommendations.
Human Resources Subcommittee	3 Commissioners/ Appointed by the Chair	To review all Human Resources issues and reports to the Commission. They only meet when there is a budget issues that the full Commission feels they should evaluate and make recommendations.

V. Funding

A. Provide a brief description of your agency's funding.

Adequate funding of animal health programs is essential to provide critical prevention, surveillance, diagnostic capabilities, and disease control or eradication activities. These activities are necessary to protect the Texas animal agriculture industry from unacceptable disease risks and adverse financial impact and to meet national and international animal health guidelines. Basic infrastructure is crucial for preventing the introduction of foreign animal diseases and pests, and preventing the re-establishment of previously eliminated diseases.

For nearly twelve years, TAHC received general revenue funding of approximately \$9 million annually. During fiscal year 2003 general revenue was reduced by seven percent (7%) and during fiscal year 2004 general revenue was reduced by an additional thirteen percent (13%) to a current general revenue funding level of just over \$8 million annually. If the current trend of decreasing general revenue continues, with a budget that not only fails to keep up with inflation but actually decreases, animal health service delivery programs will be compromised; emerging disease issues will be difficult to effectively address; and, successful and effective response to incursions of foreign animal diseases (FAD) will become more challenging.

The TAHC is funded by a combination of state general revenue funds and federal funds provided through cooperative agreements with the U.S. Department of Agriculture (USDA). The following information relates to these cooperative agreements and the potential for continuation of the funding.

To gain “Brucellosis Free” status, a state must have zero infected herds for at least twelve consecutive months. As the majority of states achieve free status, funding (both state and federal) for that program decreases nationwide. TAHC’s federal brucellosis funding has decreased from a high of \$3.4 million in 1993 to the current \$2.376 million. Based on the experience of other jurisdictions, Texas will be expected to continue brucellosis surveillance through first point testing at livestock markets for at least two years and slaughter surveillance for at least five years after achieving free status. In addition to the direct funding shown above, the USDA has provided over \$1 million per year in indirect support that does not flow through the agency's budget. This includes items provided directly to TAHC such as supplies, telephone service, equipment maintenance, and express mail service. Any reduction in federal direct or indirect funding would result in a shortfall in funds for first point testing if the number of livestock passing through market channels increases in coming years.

USDA is moving toward supporting fewer labs nationwide, with the remaining labs supporting larger geographic areas. TAHC is working with USDA to provide regional laboratory support. USDA provided a new cooperative agreement to pay for 100% of the cost of TAHC’s Lubbock laboratory which processes samples submitted by New Mexico and Arizona in addition to slaughter blood samples for west Texas and the panhandle region. If this funding is not maintained, this lab will be closed and the out-of-state samples will not be processed by remaining TAHC laboratories.

With the detection of two tuberculosis infected herds, Texas lost its tuberculosis “Accredited Free” designation in 2002. This has adversely affected marketability of Texas cattle and resulted in increased movement requirements on cattle exported from Texas. TAHC has developed a plan to test all dairy cattle and a statistically valid sample of the registered and seed stock beef cattle in the state. This testing is designed to determine whether there is additional undetected tuberculosis within the state. USDA has

provided funding to assist in this effort. A significant portion of this funding goes to private veterinary practitioners for initial testing. Any suspect animals identified during the initial test are retested by state or federal veterinarians, using more specific confirmative tests to confirm the disease status of the animals. TAHC has had to divert staff from other animal health program activities to address the emergence of tuberculosis in Texas cattle.

USDA has provided funding for a project to test the accuracy of a new tuberculosis blood test which could replace the more labor intensive skin test. This funding covers two FTEs, the test reagent, and the cost of overnight shipping of blood samples to the laboratory. At this time it is unknown whether there will be continued funding for this test.

In addition to brucellosis and tuberculosis eradication in cattle, TAHC also had to deal with an outbreak of Exotic Newcastle Disease (END) in 2003 and an outbreak of highly pathogenic avian influenza (HPAI) in 2004. USDA provided significant funding for response to both of these disease incursions because these diseases are classified as foreign animal diseases. The funding was provided to cover overtime, travel, supply and other costs. TAHC was responsible for the salary cost for the first 40 hours of each deployed employee.

USDA provided one-time funding for homeland security activities. The majority of this funding was spent to upgrade agency equipment (computers, telephone system, field testing equipment); to develop and enhance state and local response plans, and to conduct exercises to test these plans; and to train agency personnel. None of this funding was spent on salaries.

TAHC also conducts eradication programs for brucellosis and pseudorabies in swine, scrapie in sheep and goats, a control program for Johne's disease, and surveillance programs for early diagnosis of other domestic, foreign, and emerging diseases. USDA has begun to provide some funding for each of these programs.

B. List all riders that significantly impact your agency's budget.

Senate Bill 1, 79th Legislature Regular Session riders that significantly impact TAHC's budget:

TAHC specific riders:

8. Provides additional general revenue of \$440,000 each year of the biennium contingent on upon new revenue being generated and deposited to the credit of the General Revenue Fund.

10. Provides additional general revenue of \$180,000 each year of the biennium for a targeted pay raise for veterinarians.

Article IX riders:

Section 13.17 Provides additional general revenue appropriation for salary increase for state employees.

Section 14.09 Provides contingent appropriation of fee revenue from premises registration fees.

C. Show your agency's expenditures by strategy.

Texas Animal Health Commission	
Exhibit 5: Expenditures by Strategy for Fiscal Year 2004 (Actual)	
Goal/Strategy	Amount
GOAL A: PROTECT/ENHANCE TEXAS ANIMAL HEALTH	
01-01-01 Field Operations	\$12,359,335
01-01-02 Diagnostic/Epidemiological Support	\$2,175,917
01-01-03 Promote Compliance/Resolve Violations	\$273,979
GOAL B: INDIRECT ADMINISTRATION	
02-01-01 Central Administration	\$985,912
02-01-02 Information Resources	\$290,643
02-01-03 Other Support Services	\$205,552
GRAND TOTAL:	\$16,291,338

D. Show your agency's objects of expense for each category of expense listed for your agency in the General Appropriations Act FY 2005-2006. Add columns and rows as necessary.

Texas Animal Health Commission						
Exhibit 6: Objects of Expense by Program or Function for Fiscal Year 2004 (Actual)						
Object-of-Expense	01-01-01 Field Operations	01-01-02 Diag/Epi support	01-01-03 Prom Comp	02-01-01 Central Admin	02-01-02 IR	02-01-03 Other Support Services
1001 Salaries and Wages	\$4,630,445	\$925,679	\$222,957	\$554,824	\$278,785	\$131,090
1002 Other Personnel	\$257,461	\$65,416	\$14,076	\$100,639	\$1,900	\$23,862
2001 Prof Fees and Srv	\$2,909,925	\$0	\$0	\$24,659	\$0	\$0
2002 Fuels and Lubricants	\$23,764	\$63	\$2,744	\$13	\$0	\$880
2003 Consumables	\$177,221	\$658,031	\$3,454	\$1,670	\$767	\$14,921
2004 Utilities	\$61,923	\$14,597	\$2,551	\$55,222	\$1,116	\$312
2005 Travel	\$787,189	\$29,693	\$11,761	\$21,307	\$1,896	\$5,090
2006 Rent – Building	\$148,069	\$145,341	\$75	\$96,407	\$256	\$1,868
2007 Rent – Machine/Other	\$36,397	\$2,035	\$0	\$4,417	\$0	\$12,663
2009 Other Operating	\$3,054,955	\$335,062	\$16,361	\$126,754	\$5,923	\$14,866
5000 Capital	\$271,986	\$0	\$0	\$0	\$0	\$0
Total	\$12,359,335	\$2,175,917	\$273,979	\$985,912	\$290,643	\$205,552

E. Show your agency's sources of revenue. Include all local, state, and federal appropriations, all professional and operating fees, and all other sources of revenue collected by the agency, including taxes and fines.

Texas Animal Health Commission Exhibit 7: Sources of Revenue for Fiscal Year 2004 (Actual)	
Source	Amount
General Revenue	\$7,943,860
Appropriated Receipts	\$75,153
Federal Funds	\$8,166,013
Earned Federal Funds	\$106,313
TOTAL	\$16,291,339

F. If you receive funds from multiple federal programs, show the types of federal funding sources. .

Texas Animal Health Commission Exhibit 8: Federal Funds for Fiscal Year 2004 (Actual)				
Type of Fund	State/Federal Match Ratio	State Share	Federal Share	Total Funding
Plant and Animal Disease and Pest Control and Animal Care	State contribution is preferred, but not required	\$6,643,219	\$8,166,013	\$14,809,232
TOTAL		\$6,643,219	\$8,166,013	\$14,809,232

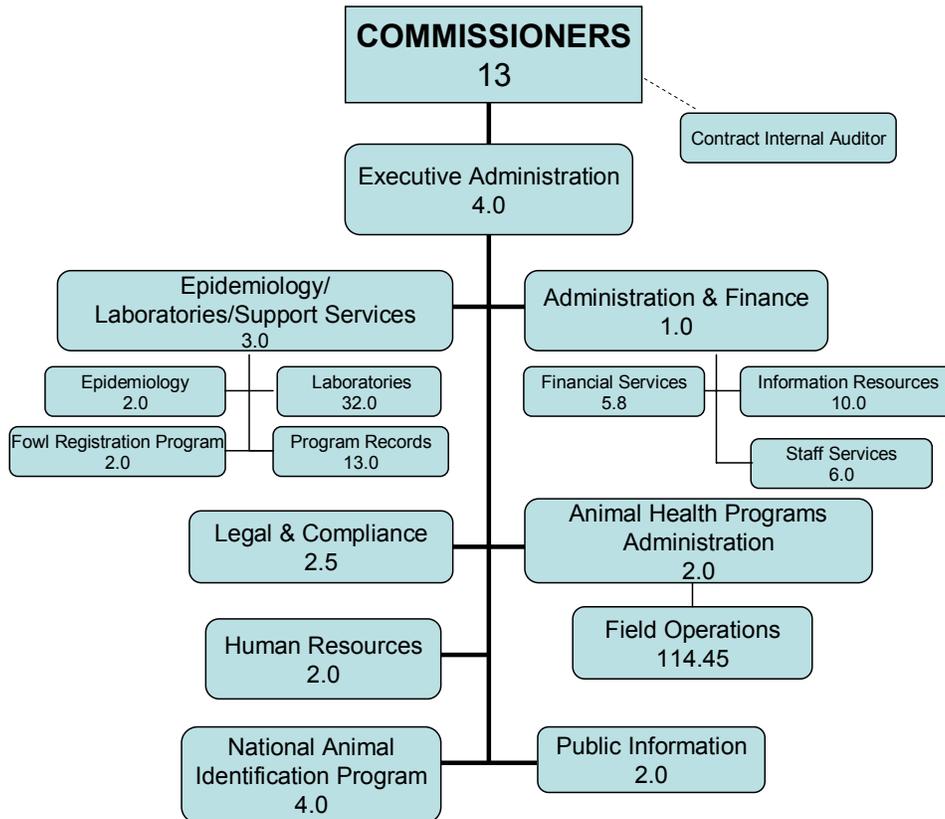
G. If applicable, provide detailed information on fees collected by your agency.

Texas Animal Health Commission Exhibit 9: Fee Revenue for Fiscal Year 2004				
Fee Description/ Program/ Statutory Citation	Current Fee/ Statutory maximum	Number of persons or entities paying fee	Fee Revenue	Where Fee Revenue is Deposited (e.g., General Revenue Fund)
Certificates of Veterinary Inspection / Field Operations / Agriculture Code §161.081	\$0.25/ certificate	501	\$26,087	General Revenue Fund (unappropriated)
Fowl Registration / Field Operations / Agriculture Code §161.0411	\$25 / \$100 / \$200 / \$350 / \$500	396	\$29,475	General Revenue Fund (appropriated)

VI. Organization

A. Provide an organizational chart that includes major programs and divisions, and shows the number of FTEs in each program or division.

**TEXAS ANIMAL HEALTH COMMISSION
FY 2005 Organizational Chart
Budgeted Positions As Of June 2005**



B. If applicable, fill in the chart below listing field or regional offices.

Texas Animal Health Commission Exhibit 10: FTEs by Location for Fiscal Year 2004			
Headquarters, Region, or Field Office	Location	Number of Budgeted FTEs, FY 2004	Number of Actual FTEs as of August 31, 2004
Headquarters / Central	Austin	52.5	49.3
Area 1 – Field Office	Amarillo	9.0	9.0
Area 2 – Field Office	Lufkin	9.7	9.45
Area 3 – Field Office	Fort Worth	17.0	15.0
Area 4 – Field Office	Mt. Pleasant	17.0	17.0
Area 5 – Field Office	Beeville	14.0	14.0
Area 6 – Field Office	Lampasas	18.0	18.0
Area 7 – Field Office	Rockdale	12.25	11.125
Area 8 – Field Office	Hallettsville	13.0	13.0
State/Federal Laboratory	Austin	17.0	17.0
State/Federal Laboratory	Fort Worth	5.0	5.0
State/Federal Laboratory	Lubbock	5.0	5.0
State/Federal Laboratory	Palestine	5.0	5.0
Support Epidemiologist	Cleburne	1.0	1.0
TOTAL		195.45	188.875

C. What are your agency's FTE caps for fiscal years 2004 - 2007?

Fiscal Year	GAA FTE Cap	Additional FTEs – TB Rider	Additional FTEs – END Rider	Additional FTE's – Lab (Article IX)
2004	188.0	5.0	6.0	7.0
2005	188.0	5.0	6.0	7.0
2006	189.0	5.0	6.0	7.0
2007	189.0	5.0	6.0	7.0

House Bill 1 of the 78th Legislature Regular Session, the “General Appropriations Act” established an FTE cap of 188.0 for state fiscal year 2004 and for 2005. Not included in the 188.0 amount are an additional 5.0 FTEs for the Tuberculosis Eradication Program per rider plus an additional 6.0 FTEs for the Exotic Newcastle Disease Program per rider; in both instances additional FTEs are authorized provided that they are federally funded. USDA provides federal funds that supports up to 7 laboratory positions – 5 allocated to the Lubbock lab and 2 allocated to the Austin lab. It is important to note that the additional FTEs permitted by riders or by Article IX are contingent upon TAHC receiving cooperative federal funds from USDA.

D. How many temporary or contract employees did your agency have as of August 31, 2004?

During fiscal year 2004, TAHC reported approximately 50 contracts that were subject to the SAO Contract Workforce reporting requirements. Of those contracts, the majority were for veterinary services for tuberculosis (TB) testing performed by private veterinarians. Additionally, TAHC has completely outsourced its internal audit function and has contracted for janitorial services for the central office in Austin. However, per SAO definitions and rules, none of these contracts has resulted in a temporary or contract employee counting towards the agency FTE cap. One temporary employee was hired in Area 2, but that temporary employee worked less than 130 days and also did not count towards the agency FTE cap.

E. List each of your agency's key programs or functions, along with expenditures and FTEs by program.

Texas Animal Health Commission			
Exhibit 11: List of Program FTEs and Expenditures for Fiscal Year 2004			
Program	Number of Budgeted FTEs, FY 2004	Number of Actual FTEs as of August 31, 2004	Actual Expenditures
01-01-01 Field Operations	125.95	121.58	\$12,359,335
01-01-02 Diagnostic/Epidemiological Support	39.00	39.00	\$2,175,917
01-01-03 Promote Compliance/Resolve Violations	4.50	4.50	\$273,979
02-01-01 Central Administration	13.00	10.80	\$985,912
02-01-02 Information Resources	9.00	9.00	\$290,643
02-01-03 Other Support Services	4.00	3.995	\$205,552
TOTAL	195.45	188.875	\$16,291,338

VII. Guide to Agency Programs

Complete this section for **each** agency program (or each agency function, activity, or service if more appropriate). Copy and paste the questions as many times as needed to discuss each program, activity, or function. Contact Sunset staff with any questions about applying this section to your agency.

Field Operations

A. Provide the following information at the beginning of each program description.

Name of Program or Function	Animal Health Programs – Field Operations
Location/Division	Central Office – Austin Area 1 – Amarillo Area 2 – Lufkin Area 3 – Fort Worth Area 4 – Mt. Pleasant Area 5 – Beeville Area 6 – Lampasas Area 7 – Rockdale Area 8 - Hallettsville
Contact Name	Dr. Dee Ellis, D.V.M. Assistant Executive Director for Animal Health Programs
Actual Expenditures, FY 2004	\$12,359,335
Number of FTEs as of August 31, 2004	Budgeted – 125.95 / Actual – 121.58

B. What is the objective of this program or function? Describe the major activities performed under this program.

The core functions of the TAHC are budgeted and performed in the strategy for Animal Health Programs comprised of three distinct groups of functions – Field Operations, Governmental and Industry Relations, and Animal Identification and tracing; leadership for TAHC Animal Health Programs and Field Operations is vested in the Assistant Executive Director for Animal Health Programs who reports directly to the Executive Director. Agency Animal Health Programs are performed by Field Operations personnel who carry out the primary disease diagnosis, control, and eradication activities of the agency. Field Operations work activities related to service delivery for all Animal Health Programs can be divided in Animal Health Assurance, Animal Health Management and Animal Health Emergency Response elements, which are discussed below.

A new program is in the implementation process both in Texas and in the United States – the National Animal Identification System (NAIS); Texas plays a leadership role in implementing premises identification, animal identification, and animal movement tracking. The goal of NAIS is to provide for identification of all livestock in the U.S. and enable state and federal animal health officials to trace all animals exposed to foreign animal disease within 48 hours of the confirmed diagnosis of the disease. NAIS functions are led by a project

administrator who reports directly to the Executive Director. An additional function of Field Operations is inextricably linked with all of the other agency strategies through the liaison role of governmental and industry relations; this role is performed by a single agency employee, the Governmental Relations Specialist, who reports directly to the Executive Director.

Animal Health Programs – Field Operations

TAHC maintains a team of highly trained veterinarians, veterinary epidemiologists, inspectors, and a network of State-Federal Diagnostic laboratories. Veterinarians and veterinary epidemiologists oversee the diagnosis, control, and elimination of diseases and assure appropriate tracing of the movement of exposed or infected animals to determine the origin of infection and minimize the transmission of disease. Animal disease surveillance is supported by the network of laboratories which are strategically located to best serve the state of Texas industry and government.

The state of Texas is divided into eight area offices with each office managed by an Area Director, who is a veterinarian. A Supervising Inspector is assigned to each area office and is charged with the responsibility of coordinating and supervising the work of the inspectors and administrative support staff. Animal Health Inspectors are assigned to cover specific geographic areas and most area offices are staffed with a state Field Veterinarian who supports disease program functions and assigns testing duties to Inspectors; federal field veterinarians from USDA, Veterinary Services often collaborate with TAHC veterinarians and field staff. Ultimately, the TAHC is responsible to assure that Texas meets animal disease surveillance, control, and eradication standards established by USDA for national animal health programs. Three main elements embody field operations animal health program functions – Animal Health Assurance, Animal Health Management, and Animal Health Emergency Response.

Animal Health Assurance

- Diagnose, control and eradicate domestic animal diseases
- Ensure effective disease surveillance activities
- Respond to animal health emergencies
- Provide public information and education services
- Monitor health certification of animal health populations

Animal Health Management

- Conduct animal disease surveillance, testing, inspections, exams, and control activities
- Diagnose, report and respond to foreign or emerging diseases
- Prescribe health requirements for interstate and international movement
- Enforce movement restrictions of at-risk animal populations
- Manage infected, exposed or high risk animals or herds
- Conduct surveillance for ectoparasites and manage infestations as required

Animal Health Emergency Response

- Lead Agency for Texas livestock emergency response activities
- First Responder for Foreign and Emerging Disease (FEAD) Activities
- Member of State Emergency Management Council
- Member of Texas Homeland Security Council
- Facilitator/Creator of County Animal Issue Committees
- Creator/maintainer of county livestock Emergency Evacuation Holding Facility Database
- Facilitator for the Texas Emergency Response Team (TERT) and Local Disaster Planning Committee (LDPC) meetings

National Animal Identification System (NAIS)

The National Animal Identification System (NAIS) is a national program intended to identify specific animals in the United States and record their movement over their lifespans. It is being developed by the USDA and State agencies—in cooperation with industry—to enable 48-hour traceback of the movements of any diseased or exposed animal. This will help to ensure rapid disease containment and maximum protection of America's animals. USDA publishes and maintains information regarding NAIS at the following website: <http://animalid.aphis.usda.gov/nais/index.shtml>.

In state fiscal year 2005, Texas was awarded a cooperative agreement from USDA for a Texas NAIS Pilot Project is to identify and track livestock through various marketing venues. A number of entities have been selected to partner and collaborate with TAHC to evaluate a variety of ISO compliant tags, readers and data management service providers. The Texas NAIS Pilot project is led by a project administrator who reports directly to the Executive Director. The initial objectives of the NAIS pilot project in Texas are to:

- promote an intense and successful outreach effort to educate the public and industry about NAIS;
- identify and register premises;
- identify animals pursuant to NAIS traceback standards.

Governmental and Industry Relations

The Governmental and Industry Relations Specialist reports directly to the Executive Director and is responsible for:

- coordinating consistent communication with industry representatives, the legislature, legislative agencies, other state agencies, and professional organizations;
- monitoring requests for information from the legislature and Legislative Budget Board (LBB) and tracking state and federal livestock, poultry, and exotic animal legislation and regulation development.

C. What evidence can you provide that shows the effectiveness and efficiency of this program or function? Provide a summary of key statistics and performance measures that best convey the effectiveness and efficiency of this function or program.

Agency Outcome Measures:

Outcome Measure	Actual Performance
<ul style="list-style-type: none"> • Percent Change in Known Prevalence of Bovine Brucellosis Herds From 1994: As of August 2005, there is 1 newly infected herd which was quarantined in August of 2005. Texas will soon begin 1 year countdown to apply for USDA Brucellosis Free status. The earliest eligible date is August 2006. 	98.7% decrease
<ul style="list-style-type: none"> • Percent Change in Known Prevalence of Bovine Tuberculosis From 1994: There are no known infected herds as of this date; the last heard was released October 2004. Texas is currently in a 2 year countdown to apply for USDA Accredited Free TB status. The earliest eligible date is October 2006. 	85.7% decrease
<ul style="list-style-type: none"> • Percent Change in Known Prevalence of Swine Brucellosis and Pseudorabies From 1994: There are no infected herds as of this date. Texas is considered free of both diseases. 	100% decrease
<ul style="list-style-type: none"> • Percent Change in Known Prevalence of Equine Infectious Anemia From 1994: 	80% decrease

- Percent of Time in Emergency Preparedness Training Activities: 10% increase (approx.)

Summary of Key statistics:

Bovine Brucellosis

- Cumulative infected bovine brucellosis herds have decreased from 21 in fiscal year 1999 to 1 in fiscal year 2005.
- Since fiscal year 1999 TAHC has conducted 91,000 tracing activities resulting in disclosure of 30 infected herds.
- Since fiscal year 1999 TAHC has conducted 55,000 adjacent herd tests resulting in disclosure of 8 infected herds.

Bovine Tuberculosis

- Cumulative feedlot Tuberculosis cases disclosed have decreased from 65 in fiscal year 2002 to 12 in fiscal year 2005.
- TAHC facilitated the testing by private veterinary practitioners of all 816 dairies (339,313 head) in Texas during fiscal year 2004 and fiscal year 2005, as part of intensive surveillance activities. 1 infected herd was disclosed in Hamilton County.
- TAHC is also facilitating the testing by private veterinary practitioners of approximately 2,100 purebred/seedstock beef herds. As of August 5, 2005, approximately 1,219 herds, and 85,000 head of cattle have been tested. No infection has been disclosed so far; the anticipated completion date of this testing is January 1, 2006.

Swine Diseases

- Texas achieved Swine Brucellosis and Pseudorabies (PRV) free status in calendar year 2004 for its commercial production swine herds. The last PRV quarantine was released in September of 2004. The last swine brucellosis quarantine was released in February of 2005.
- TAHC field operations personnel continues to collect blood samples from all domestic adult swine sold at Texas markets. In fiscal year 2004 a total of 19,812 samples were collected at 22 Texas sale barns.
- TAHC continues to license and inspect 71 feral swine holding facilities to restrict movement of feral swine and ensure that no transmission of brucellosis and PRV occurs between the commercial production swine herds, transitional production swine herds and the endemically infected feral swine populations.

Equine Infectious Anemia

- The apparent percent of infection in Texas has decreased from 0.11% (214 cases) in calendar year 1999 to 0.02% (26 cases) in calendar year 2005.
- TAHC requires change of ownership testing within last 12 months and enforces this standard at all Texas sales. 259,582 tests were conducted on Texas horses in 2004 by TAHC personnel and veterinary practitioners.
- TAHC made 429 event inspections in calendar year 2004 to ensure compliance with agency regulations at competitions and exhibitions; during the first seven months of calendar year 2005 TAHC made 257 event inspections.

Emergency Response

- Assigned agency personnel to represent all 254 counties and 22 statewide Disaster District Committees, and participated in numerous local disaster response exercises.

- Trained all agency first responder employees in basic Incident Command System processes.
- Worked cooperatively with Texas Veterinary Medical Association and Texas A&M University in planning and training activities for private veterinary practitioners and producers.
- 60% of agency field personnel responded in fiscal year 2003 to eradicate Exotic Newcastle Disease and responded in fiscal year 2004 as part of Texas Avian Influenza response task force in Sulphur Springs and Gonzales.
- When requested, TAHC Field Operations supports all state disaster training and response activities.
- Formed cooperative Texas Emergency Response Team with USDA/APHIS/VS/TX to provide veterinary and animal health response capabilities to Texas livestock industry.

NAIS and Governmental and Industry Relations

- Approximately \$1 million in USDA cooperative funding was awarded to TAHC in 2005 to initiate an NAIS pilot project which was developed with strong participation and collaboration of cross segments of Texas Industry representatives.
- In August 2005, an additional \$1.2 million in USDA cooperative funding was awarded to TAHC to both extend the initial pilot project and to expand outreach, premises registration, and animal identification in Texas.

D. Describe any important history regarding this program not included in the general agency history section, including how the services or functions have changed from the original intent.

A number of significant changes in the recent past have created new and different obligations and challenges for the TAHC work force, as limited resources are tapped to address competing interests such as:

- the emergence of transmissible spongiform encephalopathies (TSEs), including diseases such as scrapie, Bovine Spongiform Encephalopathy (BSE), and Chronic Wasting Disease (CWD) in the United States livestock industries;
- the re-emergence of the bovine tuberculosis in US cattle populations;
- the creation of a fowl registration program; and
- new obligations for animal in disaster responses.

Two of the three TSEs mentioned above have been diagnosed in Texas in recent years. In 2001 the USDA introduced a new national scrapie eradication program. Since then, 15 flocks in Texas have been diagnosed as infected and hundreds of traces have been generated each year. In addition to disease management obligations, regulations now require all adult breeding sheep and selected types of breeding goats to have an official ID or tattoo prior to sale or exhibition. TAHC inspectors now must ensure compliance with this new requirement at all Texas markets and exhibitions.

In 2002 TAHC passed more stringent entry requirements for all CWD susceptible species (white tail & black tail deer, mule deer and elk) in an effort to prevent the introduction of this disease into Texas. Since then, TAHC and the Texas Parks and Wildlife Department (TPWD) began a cooperative surveillance program to monitor the deer populations within the state. Approximately 500 scientific breeders of white-tail deer are either enrolled or have achieved a “status” in the certification program. TAHC veterinarians must make the initial inspections of the premises to determine baseline animal health and inventory levels. Yearly follow up visits are routinely the responsibility of the TAHC inspector field force. Reconciliation of all purchases, sales and deaths are accomplished by the Area field office staff. New elk requirements are under development as well. In the summer of 2005, TAHC activated the Texas Emergency Response Team (TERT) to quickly

respond to the first confirmed case of BSE in Texas. A quick and effective response to this high profile situation was critical to Texas and the US eventually regaining favorable trade status.

In 2001 important changes affected the bovine Tuberculosis eradication program, when Texas lost its TB-Free status as a result of the disclosure of two newly infected herds within a 2 year time frame. The economic impact of this loss in Texas has been estimated by agricultural economists at \$250 million over a 5 year period for producers, and another \$890 million lost in industry outputs for the same period of time. As a result of a sudden increase in the number of newly infected herds nationwide, three other states have also lost their "Free" status. Many states are facing TB eradication challenges in both beef and the dairy industry. This fact along with the continued importation of Mexican feeder and exhibition cattle indicates that the re-introduction of TB into Texas cattle populations will be an ongoing concern for many years to come.

A Texas cattle industry group was convened in 2002 to determine a plan of action to regain Texas's "Free" TB status, and thus avoid long term losses for the industry. The working group's final plan consisted of five elements, four of which were to be the direct responsibility of the TAHC to oversee and facilitate. The five-part plan consisted of:

- testing breeding cattle leaving the state;
- improving slaughter surveillance;
- testing high risk populations;
- monitoring Mexico feeder cattle; and
- inspecting Mexico roping steers.

The cattle industry and TAHC have successfully implemented this plan despite the substantial impact on the TAHC workforce. In fiscal year 2004 over 36,000 employee hours – the equivalent of 17 FTE's – were spent by TAHC on bovine TB eradication activities. This is a tremendous increase in agency activities from just a few years prior. It will be at least 1 more year (October 2006) before Texas is eligible to reapply for TB Free status. In light of the continued national and international threat for the reintroduction of TB into Texas, it is anticipated that eradication activities will continue to claim a significant amount of agency resources for the unforeseeable future.

During the 78th legislative session, H.B. 2328 was passed and signed into law. It authorized the Texas Animal Health Commission to register domestic and exotic fowl sellers, distributors, and transporters who do not participate in disease surveillance programs recognized by the Commission. At the February 18, 2004 Commission meeting, the TAHC adopted a new Chapter 54, entitled "Domestic and Exotic Fowl Registration". The rules became effective on May 1, 2004. To date over 600 premises have been registered and TAHC field staff have surveyed over 1,000 more premises for which registration was determined unnecessary. This new program also competes for the allocated work time of TAHC inspectors.

The Emergency Response requirements of the TAHC have increased exponentially in the last 5 years. In fiscal year 2004, agency personnel spent over 1,600 hours on foreign animal disease (FAD) disaster response activities, and 2,200 hours on FAD/local preparedness activities regarding animals in disasters. The first response capabilities of the agency have been employed in everything from a Northeast Texas ice storm (2001), Space Shuttle Columbia recovery activities (2003), to hurricane evacuation and sheltering issues (each year). TAHC field staff participated in actual Foreign Animal Disease (FAD) response activities such as

- Exotic Newcastle Disease in El Paso (2003);
- Monkey pox (2004);
- Vesicular Stomatitis (2004, 2005);
- Avian Influenza (2002 & 2004);

- Cattle Fever Tick incursion (2005); and
- Bovine Spongiform Encephalopathy (BSE- 2005).

This increased activity and responsibility is a direct reflection of the recognition by the Federal Emergency Management Agency (FEMA) and the Texas Governor's Division of Emergency management (GDEM) of the growing importance of "animals in disaster" issues, as well as a newly emerging close working relationship with the Governor's Office of Homeland Security and the Department of Homeland Security (DHS).

NAIS implementation is guided by the USDA NAIS Strategic Plan and Program Standards which were recently drafted in 2005. Texas continues to participate and collaborate with USDA to ensure that this state develops the infrastructure and processes to comply with USDA standards and goals. The 79th Legislature Regular Session passed H.B. 1361 which seeks to comply with the USDA guidelines, but also charges TAHC to develop a fee mechanism for the registration of premises. Premises registration, animal identification, and animal tracking functions will continue to expand and mature as TAHC leads the Texas effort to implement NAIS.

The functions of the Governmental and Industry Relations specialist will continue to be an integral part of agency operations in order to maintain effective communications with the legislature, legislative offices, and other state and federal agencies.

E. Describe who or what this program or function affects. List any qualifications or eligibility requirements for persons or entities affected. Provide a statistical breakdown of persons or entities affected.

The field veterinarians and livestock inspectors of the TAHC Animal Health Programs division directly deliver and administer services to the livestock and poultry producers of Texas in fulfillment of the agency's mission. They work on farms and ranches, in livestock auctions, slaughter plants, and at any other interface between Texas producers and consumers of Texas livestock to prevent or eradicate diseases of regulatory concern. Almost all owners of Texas livestock or poultry will eventually interact with TAHC personnel and or regulations concerning their animals.

TAHC veterinarians must be licensed to practice veterinary medicine in Texas. They work directly with livestock producers at their farm or ranch in both diagnostic or consultation roles. TAHC livestock inspectors work on farms, at livestock markets, or at other locations as needed. Inspectors must possess excellent communication skills and livestock handling skills, and often perform their jobs under adverse working conditions. A majority of the TAHC inspectors are college educated. Field office administrative personnel interact daily with affiliated industry representatives, other government entities, and the general public. They must be responsive to the needs of the public in providing optimal customer service through a variety of communication strategies.

The demographic breakdown of FTE employees within the Animal Health Programs Field Operations is as follows:

TAHC Veterinarians – 17
 TAHC Livestock Inspectors – 81.5
 Area field office administrative technicians – 14

NAIS implementation impacts all premises in the state of Texas that raise livestock, poultry, and exotic fowl subject to identification per USDA program standards and NAIS goals. As such, industry participation, representation, and support are critical to a successful implementation in this state. The Governmental and Industry Relations function promotes clear communication among industry representatives, agency leadership, and state and federal oversight entities; the provision of timely and accurate information to policymakers is essential for the development of successful animal health programs, including the NAIS implementation.

F. Describe how your program or function is administered. Include flowcharts, timelines, or other illustrations as necessary to describe agency policies and procedures. List any field or regional services.

The Assistant Executive Director for Animal Health Programs is responsible for all field operations activities for this strategy. The animal health programs themselves are directly administered by the 8 Area Directors. The “Area” designation used by TAHC is similar to “regions” for most other state agencies. All Area Directors are responsible for both administrative and professional activities within their Areas. All Areas have either TAHC or USDA/APHIS/VS field veterinarians who assist the Area Director with the professional components of the program activities. Each Area also has a supervising inspector who is the direct supervisor of the livestock inspectors. TAHC livestock inspectors assist veterinarians with some farm activities, and are solely responsible for other agency roles such as inspections and interstate movement stops.

Veterinarians are routinely involved in diagnostic and epidemiological activities prior to a definitive diagnosis, including interpretation of lab results and determination of which animals are at risk for spreading disease. Livestock producers will usually work with both a TAHC veterinarian and livestock inspector. Private veterinary practitioners may also be involved in program activities at the request of either the agency or the producer. Once a diagnosis is confirmed and a plan of action (herd plan) has been agreed upon between the veterinarian and producer, follow up diagnostic procedures are often completed solely by the livestock inspector. The limited availability of agency veterinarians does not allow them to go on all follow-up farm visits. Veterinarians are assigned primary responsibility for 10 or more counties, while inspectors are typically assigned to perform field work in 2-3 counties. Collection of blood samples and/or other diagnostic specimens are therefore routinely collected by either class of employee.

Inspectors, however, have primary responsibility for performing the majority of the agency’s regulatory activities including inspection of livestock or poultry at markets, trade fairs, and slaughter plants. Inspectors also conduct inspection and compliance activities at events and exhibitions such as rodeos and fairs, feedyards, feral swine holding facilities, and interstate entry checks.

Animal Health Emergency Response

The TAHC has one coordinator for emergency management activities. This position coordinates and facilitates agency actions regarding homeland security and emergency management. These activities include state and local preparation, planning, training and exercises, as well as responding to and mitigating against emergencies and disasters involving the health and welfare of livestock and companion animals. All agency field offices, laboratories, and their personnel are an integral part of the overall state emergency management system. The TAHC inspector is the primary link to local planning and response activities.

NAIS and Governmental and Industry Relations

The TAHC has one project administrator for NAIS activities and three support staff employees. All of these positions are funded via federal USDA cooperative funds. A single employee performs all the roles and

functions of the governmental and industry relations. Both this position and the NAIS project administrator report directly to the TAHC Executive Director.

G. Identify all funding sources and amounts for the program or function, including federal grants and pass-through monies. Describe any funding formulas or funding conventions. For state funding sources, please specify (e.g., general revenue, appropriations rider, budget strategy, fees/dues).

Field Operations: Strategy 01-01-01	
Method of Finance	Amount
General Revenue	\$5,318,479
Appropriated Receipts	\$75,068
Federal Funds	\$6,965,788
Earned Federal Funds	\$0
TOTAL	\$12,359,335

H. Identify any programs, internal or external to your agency, that provide identical or similar services or functions. Describe the similarities and differences.

Most regulatory programs in Texas involve both TAHC and USDA employees who work cooperatively in either leadership or assistance capacities. TAHC is the agency directly in charge of many program activities such as tuberculosis and brucellosis eradication, equine infectious anemia, TSEs (CWD, BSE, scrapie), pseudorabies, and various poultry diseases. USDA/VS is the lead agency for fever tick programs, swine surveillance activities, and foreign animal disease investigations. The agencies work side by side in a seamless working relationship for most disease and animal health emergency programs.

The USDA field staff works cooperatively in many of TAHC’s primary field activities and may be supervised on a daily basis by TAHC Area Directors. The number of USDA employees involved in animal health program field activities in Texas is listed below:

- USDA veterinarians – 9
- USDA Animal Health Technicians/Livestock Inspectors – 19

Animal Health Emergency Response

While approximately 33 other state agencies and organizations have emergency management responsibilities for their functions, “animal health” emergency response is unique to this agency.

I. Discuss how the program or function is coordinating its activities to avoid duplication or conflict with the other programs listed in Question H and with the agency’s customers. If applicable, briefly discuss any memorandums of understanding (MOUs), interagency agreements, or interagency contracts.

There is no duplication of disease eradication activities with USDA/APHIS/VS. All activities are closely coordinated between the TAHC Executive Director and the USDA Area Veterinarian-in-Charge on a regular basis. The two agencies work cooperatively in spirit, staffing deployment, and funding mechanisms to achieve their goals. TAHC Area Directors are ultimately responsible for all field activities of both agency personnel and routinely give guidance and support to USDA personnel, ensuring all activities are coordinated and efficient.

TAHC's emergency management and homeland security coordination, planning, and operational actions are accomplished as an integral part of the state's Emergency Management Council and Homeland Security Council's systems. TAHC is considered the lead agency for issues involving animals in disaster, and there is no other competing state or federal entity for animal issues.

All NAIS activities are guided by federal cooperative agreements with USDA. TAHC developed a project work plan, budget, and performance measures which were approved by USDA and incorporated into a cooperative agreement

J. If the program or function works with local, regional, or federal units of government include a brief description of these entities and their relationship to the agency.

Many TAHC animal health programs are cooperatively or totally funded by USDA/APHIS/VS funds. In those cases a cooperative agreement for funding and benchmarks of success are agreed upon in advance by both parties. USDA personnel may actively participate in achieving the end result and also ultimately conduct after action reviews to ensure the goals of the programs have been met as agreed upon.

Animal Health Emergency Response

Federal – TAHC works daily with USDA-APHIS and DHS (including FEMA) on emergency management-related planning, preparedness, response, and mitigation activities

State - TAHC coordinates on a daily basis with other state agencies, organizations, and educational institutions regarding emergency management programs and systems. Many of these other state units will play a key role in supporting emergency management response activities of this agency, and appropriate planning, training, and exercising of these integrated functions is imperative.

Local – TAHC routinely plays a liaison role for the interface between federal and local entities. TAHC also routinely works with local governments and Councils of Government to ensure animal disaster issues and plans are in place and appropriate.

K. If this program or function is contracted out, provide a description of how you ensure accountability for funding and performance.

Only contracts are fee basis TB, CWD fee basis and Johnes' consultations by private vets; most federal funding is awarded to TAHC via Cooperative Agreements with USDA. Every cooperative agreement is guided by a work plan, a detailed budget, and contains reporting requirements and performance measures. TAHC is directly accountable to USDA for cooperative funds flowing to TAHC through their cooperative agreement process.

L. What statutory changes could be made to assist this program in performing its functions? Explain.

See the strategy and agency functions described below in the section VII responses for “Promote Compliance and Resolve Violations.”

M. Provide any additional information needed to gain a preliminary understanding of the program or function.

The TAHC Animal Health Program strategy continues to actively pursue completion of long standing eradication programs such as bovine and swine brucellosis with a shrinking work force, while simultaneously managing new and or emerging disease programs such as TSEs, TB, fowl diseases, Equine Infectious Anemia, and foreign animal disease responses. All field staff must reassess their priorities and obligations on a daily basis to ensure that all programs are ultimately successful.

A sound and effective animal health emergency preparedness and response program is essential to ensure Texas livestock and producers are protected against natural or disease related disasters that may affect animals. A significant portion of the economy of Texas is directly related to the health and welfare of Texas livestock. If Texas loses its capability to produce and market healthy livestock and poultry, the State, its economy, and its citizens would be in jeopardy. TAHC considers its role as the lead agency for animal disaster issues an essential component of good government and also determines on a daily basis how those obligations can be fulfilled along side the traditional disease eradication and assurance programs.

N. Regulatory programs relate to the licensing, registration, certification, or permitting of a person, business, or other entity. For each regulatory program, if applicable, describe:

- why the regulation is needed;
- the scope of, and procedures for, inspections or audits of regulated entities;
- follow-up activities conducted when non-compliance is identified;
- sanctions available to the agency to ensure compliance; and
- procedures for handling consumer/public complaints against regulated entities.

See the strategy and agency functions described below in the section VII responses for “Diagnostic and Epidemiological Support Services.”

The agency in conjunction with USDA and under USDA authority “accredits” licensed veterinarians to perform certain functions in cooperative animal disease control programs. TAHC also approves certain veterinarians, who have obtained specific training, to perform certain animal disease tests or disease control functions. Non-compliance with accreditation standards is handled under the jurisdiction of USDA and non-compliance may result in suspension or revocation of accredited status by USDA.

O. For each regulatory program, if applicable, provide the following complaint information. The chart headings may be changed if needed to better reflect your agency’s practices.

See the strategy and agency functions described below in the section VII responses for “Promote Compliance and Resolve Violations.”

The agency in conjunction with USDA and under USDA authority “accredits” licensed veterinarians to perform certain functions in cooperative animal disease control programs. TAHC also approves certain veterinarians, who have obtained specific training, to perform certain animal disease tests or disease control functions. Non-compliance with accreditation standards is handled under the jurisdiction of USDA and non-compliance may result in suspension or revocation of accredited status by USDA.

Diagnostic/Epidemiological Support**A. Provide the following information at the beginning of each program description.**

Name of Program or Function	Diagnostic and Epidemiological Support Services
Location/Division	Central Office – Austin Austin Lab Forth Worth Lab Lubbock Lab Palestine Lab Statewide Support for all Area Offices
Contact Name	Dr. Max Coats, D.V.M. Deputy Director for Epidemiology, Laboratories, and Support Services
Actual Expenditures, FY 2004	\$2,175,917
Number of FTEs as of August 31, 2004	Budgeted – 39.00 / Actual – 39.00

B. What is the objective of this program or function? Describe the major activities performed under this program.

The Epidemiology, Laboratories, and Program Support strategy is led by the Deputy Director for Epidemiology, Laboratories and Support Services, a licensed Texas veterinarian who reports directly to the Executive Director. Four distinct elements comprise the organizational structure of this strategy: Epidemiology, Laboratory Diagnostics, Fowl Registration, and Program Records. Although funding for the Fowl Registration and Program Records elements is budgeted in the Animal Health Programs Field Office strategy, direct oversight and management is vested in the Deputy Director for Epidemiology, Laboratories, and Support Services.

The four elements mentioned above are designed to provide consulting epidemiological expertise, serological testing, microbiological confirmation, and parasite identification services for diseases and parasite infestations of regulatory importance to the animal agriculture industries in Texas. Included among these functions are records documentation and management activities which are essential to achieving the agency goal of protecting and enhancing the health of Texas animal populations.

Epidemiology

The Deputy Director and two veterinarian epidemiologists provide epidemiology consultation and oversight to Area operations as needed to support to the various State /Federal disease eradication programs and to support other TAHC disease management programs. Epidemiology responsibilities include, but are not limited to:

- providing oversight and consulting support related to diagnostic and epidemiological activities prior to a definitive diagnosis;
- interpreting lab results and determining which animals are at risk for spreading disease;

- coordinating and performing risk analysis in collaboration with field staff, other TAHC staff, USDA, and other entities to evaluate and analyze safeguards to mitigate disease risks to an acceptable level that supports the Texas livestock, poultry, and exotic animal trade;
- advising agency staff, Commissioners, and industry leadership on emerging and re-emerging livestock disease issues, including recommendations regarding implementation of disease control and eradication methods;
- assisting agency personnel in developing surveillance, herd management plans, educational and diagnostics evaluation objectives;
- providing assistance to field personnel and educational and training experiences to professional, producer, student, and special interest audiences;
- providing consultation to field veterinarians and area directors regarding program herd procedures and the interpretation of standards and guidelines for classification of test results;
- identifying and providing recommendations on areas of deficiencies in surveillance, diagnostic, control, eradication, or prevention activities;
- Providing oversight and management of agency Chronic Wasting Disease (CWD) activities and serving as liaison with other state and federal agencies with respect to CWD.

Laboratories

The Laboratory Director reports directly to the Deputy Director. TAHC has developed and maintains a premier diagnostic laboratory system with state-of-the-art equipment operated by qualified, expert personnel to support cooperative programs; four laboratories, located in Austin, Fort Worth, Palestine, and Lubbock, comprise the TAHC laboratory function. The TAHC laboratory system is a national leader in many aspects of brucellosis and tuberculosis testing, and particularly in brucellosis isolation and identification protocols. The laboratory continues to evaluate new technologies and procedures for efficacy and efficiency and applies them as they are approved. The laboratory operates its internal quality assurance procedures to conform to recognized international standards.

The main laboratory, located in Austin, is the only TAHC facility that provides bacterial culture capability and parasite identification. Field laboratories Fort Worth, Palestine, and Lubbock perform serological testing. In the course of a state fiscal year, the TAHC laboratory system processes nearly 3 million test samples. Laboratory technicians and microbiologists run the complex tests on blood, milk, and tissue samples, and identify pests such as ticks, providing TAHC veterinarians and epidemiologists with scientific tools for diagnosing disease.

Laboratory responsibilities include, but are not limited to:

- establishing and maintaining a quality control program for laboratory integrity and employee safety;
- ensuring protocols and procedures to maintain sample integrity throughout the testing process;
- determining specifications for supplies, and ensuring vaccine and other biological products are properly shipped per state and federal regulations; and
- reporting serological results to producers and veterinarians in a timely manner; and
- supporting agency responses to foreign animal disease outbreaks.

Fowl Registration Program

Fowl Registration Program staff report directly to the Deputy Director. Registration primarily targets domestic fowl, such as turkeys, ducks, and game fowl raised for food, eggs,

or agricultural exhibition. Dealers, distributors, or transporters of exotic or pet birds, however, must register if their birds are commingled or transported with domestic fowl, or are sold at the same public venue with domestic fowl. Fowl registration responsibilities include, but are not limited to:

- performing liaison functions for all facets of poultry and exotic fowl industries, special interest groups, public shows or markets, Texas Veterinary Medical Diagnostic Laboratories, and TAHC State Laboratories;
- providing information and assistance in developing emergency preparedness and response procedures, as well as developing agency regulations relating to poultry;
- providing leadership in all emergency responses to poultry related disease outbreaks and assisting as assigned during a response incident;
- performing inspections at markets, slaughter facilities, shipment checkpoints, fowl events or assemblies, and at other points of concentration of livestock and fowl;
- collecting and submitting diagnostic specimens as directed;
- assisting epidemiological investigations and conducting poultry disease investigations;
- issuing and verifying permits and providing general information to the public regarding the Fowl Registration Program.

Program Records

Program Records staff report to the Deputy Director; this function maintains records necessary to document specific state and federal disease eradication program activities. Program records staff process documents affecting herd or flock quarantines or releases and provide data entry and permit support. Program Records responsibilities include, but are not limited to:

- performing data entry so that data may be analyzed to monitor the accuracy and efficiency of the agency's disease management and eradication activities;
- managing records for the Fowl Registration Program, Fowl Surveillance program, Waste Food Feeder Registration, and Feral Swine Holding program;
- supporting records management functions for various Herd Status programs that include the Accredited Bovine Tuberculosis Free Herd, Bovine Brucellosis Certified Free Herd, Validated Swine Brucellosis Free Herd, and Qualified Pseudorabies Negative Swine Herd programs;
- issuing and monitoring Texas entry permit programs for domestic and exotic animals and fowl entering Texas from other states;
- entering data such as animal identifications, owner information, health certificates, and test results from slaughter charts into the USDA database known as the Generic Database (GDB).

C. What evidence can you provide that shows the effectiveness and efficiency of this program or function? Provide a summary of key statistics and performance measures that best convey the effectiveness and efficiency of this function or program.

Expanded laboratory workload has been handled with minimum changes in staff. Improvements in diagnostic acuity have been realized by adopting testing innovations. Laboratory staff is vigilant in their efforts to improve processes and keep them as efficient as possible. The blood sample distribution and delivery methodology keeps sample degradation at a minimum and the hemolysis rate below 1%, compared to previous rates as high as 30%.

The successful completion of the swine Pseudorabies Eradication Program has resulted in reductions in selected permit issuing activities.

The apparent prevalence rate of EIA infection has dropped from 0.11% in 1999 to 0.02% for calendar year 2005 (YTD).

Data captured by Program Records staff in USDA's Generic Database (GDB) was particularly helpful in conducting epidemiological traces and verifying proof of slaughter during the recent BSE investigation. Other documentation maintained by Program Records is used to verify the status of Texas herds and flocks in national disease eradication programs. These recognized classifications, such as Tuberculosis Free or PRV Stage V, are important to enhancing the marketability of Texas animals and animal products both in interstate and international commerce.

D. Describe any important history regarding this program not included in the general agency history section, including how the services or functions have changed from the original intent.

Homeland security and emergency response to foreign animal disease investigations or events has become a major facet of TAHC operations. Historically, TAHC has always been involved with disease control and eradication efforts related to the accidental introduction of foreign animal diseases; these types of activities and functions have been accelerated and highlighted due to the events of 9/11. The threat of bioterrorism, the need for response planning, training, and readiness exercises have all expanded the significance of being prepared in the event of an actual emergency or incident.

E. Describe who or what this program or function affects. List any qualifications or eligibility requirements for persons or entities affected. Provide a statistical breakdown of persons or entities affected.

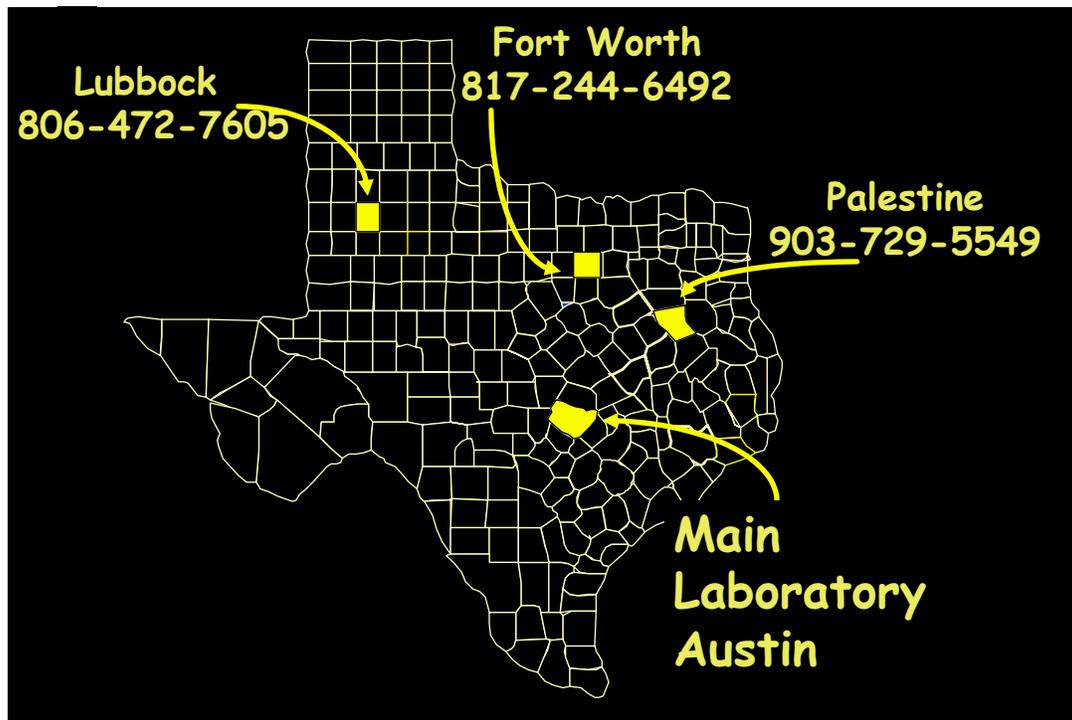
Changes in Emergency Management activities, particularly response activities requiring an incident command post such as the recent BSE investigation and traceback activities deployed by TAHC and USDA, affect all agency employees, not just field employees. Epidemiology, laboratories, and Program Records often play critical roles in emergency response activities. Additional training has been provided for all employees in the form of self paced Auto-tutorial CDs provided by our Federal partners (USDA) dealing with the Incident Command System.

F. Describe how your program or function is administered. Include flowcharts, timelines, or other illustrations as necessary to describe agency policies and procedures. List any field or regional services.

Major program functions are described in State-Federal Disease Eradication program documents such as the Uniform Methods and Rules which can be found at the following web site: <http://www.aphis.usda.gov/lpa/pubs/umr.html>

The Texas EIA program and other TAHC regulatory functions are found at : [http://info.sos.state.tx.us/pls/pub/readtac\\$ext.ViewTAC?tac_view=3&ti=4&pt=2](http://info.sos.state.tx.us/pls/pub/readtac$ext.ViewTAC?tac_view=3&ti=4&pt=2)

Laboratory support is provided by the main laboratory located in Austin and three satellite laboratories located as shown below:



Program Records Department is located in Austin and provides services to client individuals and activities throughout the state. Epidemiologic support is provided by a combination of TAHC and USDA-APHIS-VS epidemiologists. This support is generally described in program documents and support epidemiologists work with TAHC Area Directors to deliver support to TAHC Area veterinary and field staff members.

G. Identify all funding sources and amounts for the program or function, including federal grants and pass-through monies. Describe any funding formulas or funding conventions. For state funding sources, please specify (e.g., general revenue, appropriations rider, budget strategy, fees/dues).

Diagnostic and Epidemiological Support Services: Strategy 01-01-02	
Method of Finance	Amount
General Revenue	\$1,023,421
Appropriated Receipts	\$0
Federal Funds	\$1,152,496
Earned Federal Funds	\$0
TOTAL	\$2,175,917

H. Identify any programs, internal or external to your agency, that provide identical or similar services or functions. Describe the similarities and differences.

USDA –APHIS -Veterinary Services is a cooperator in all State-Federal Animal Disease Eradication Programs such as tuberculosis, cattle brucellosis, swine brucellosis, swine pseudorabies, and scrapie. As such they provide some of the epidemiology support for these programs. Their personnel are guided by the same program documents that TAHC personnel must follow. The documents are found at the following web site: <http://www.aphis.usda.gov/lpa/pubs/umr.html> .

The Texas Veterinary Medical Diagnostic Laboratory (TVMDL) provides supplemental testing for the TAHC for pseudorabies as well as Brucella screening tests. Positives on their screening are forwarded to the TAHC laboratory in Austin which provides supplemental testing using different technology than TVMDL. They also provide testing for animal diseases that are not run at the TAHC laboratories.

USDA's National Veterinary Services Laboratories (NVSL) provides reference testing on bacteriological specimens run at the TAHC laboratory in Austin. NVSL also provides confirmation testing for selected domestic and foreign poultry diseases tested by TVMDL. The TAHC laboratories provide NVSL with reference testing on various lots of antigens before they are released for use and proficiency tests to the NVSL bacteriology section upon request.

The TAHC also utilizes the Foreign Animal Disease Diagnostic Laboratory (FADDL) at Plum Island on submissions of suspected cases that are not handled by NVSL. Specimens selected for screening for hog cholera and other select diseases are forwarded to FADDL upon receipt by the TAHC laboratories.

I. Discuss how the program or function is coordinating its activities to avoid duplication or conflict with the other programs listed in Question H and with the agency’s customers. If applicable, briefly discuss any memorandums of understanding (MOUs), interagency agreements, or interagency contracts.

The area epidemiology support is provided by either a state or federal veterinary epidemiologist. Specific duties, responsibilities, and functions are outlined in program documents and in Federal and TAHC regulations. The Uniform Methods and Rules documents for the specific diseases provide agreed upon policy guidelines. TAHC/USDA – APHIS - VS Cooperative Agreements serve as interagency agreements and contacts.

J. If the program or function works with local, regional, or federal units of government include a brief description of these entities and their relationship to the agency.

See the response to paragraph I, above.

K. If this program or function is contracted out, provide a description of how you ensure accountability for funding and performance.

This is not applicable to the functions of this strategy, as there is no outsourcing of epidemiology services, laboratory service, fowl registration service, or programs records functions. Most federal funding in support of these functions, however, is awarded to TAHC via Cooperative Agreements with USDA. Every cooperative agreement is guided by a work plan, a detailed budget, and contains reporting requirements and performance measures. TAHC is directly accountable to USDA for cooperative funds flowing to TAHC through their cooperative agreement process.

L. What statutory changes could be made to assist this program in performing its functions? Explain.

See the strategy and agency functions described below in the section VII responses for “Promote Compliance and Resolve Violations.”

M. Provide any additional information needed to gain a preliminary understanding of the program or function.

See the strategy and agency functions described above in the section VII responses for “Animal Health Programs – Field Operations.”

- N. Regulatory programs relate to the licensing, registration, certification, or permitting of a person, business, or other entity. For each regulatory program, if applicable, describe:**
- **why the regulation is needed;**
 - **the scope of, and procedures for, inspections or audits of regulated entities;**
 - **follow-up activities conducted when non-compliance is identified;**
 - **sanctions available to the agency to ensure compliance; and**
 - **procedures for handling consumer/public complaints against regulated entities.**

Fowl Registration Program

The regulations related to this program are found in Chapter 54 of Title 4 Part 2 of the Texas Administrative Code. This program was instituted by the 78th Legislature and directed the agency to identify persons involved in fowl businesses in order to assist in fowl disease response activities. Specified persons engaging in specified activities are required to register with TAHC as a condition of doing business. Permit fees charged are based on the size or type of activity and permits are good for one year from the date of issue. Size of operations are verified either prior to initial registration or at the time of renewal. Inspections are documented on official TAHC forms. Those fowl businesses in noncompliance may be subjected either to criminal or administrative penalties.

Waste Food Feeder Permit Program

The regulatory basis of this program is based on actions taken by the Legislature due in part to the Foot and Mouth Disease outbreak in the UK. That outbreak was believed to be due to feeding of improperly treated waste food. TAHC implemented the legislative action by prohibiting the feeding of waste food containing meat or meat scraps. Feeders of unrestricted waste foods require a permit. The permits are required to be renewed every 2 years. Details of this program are contained in Title 4 Part 2 Chapter 55.3 of the Texas Administrative Code. Any violation of these rules is subject to the appropriate administrative, civil or criminal penalties. In addition, the agency may revoke or deny renewal of a permit, and/or assess administrative penalties against any person for a violation of these rules.

Feral Swine Holding Facility Permit Program

The Feral Swine Holding Facility Permit Program was developed to facilitate the legal capture and removal of feral swine. No fees are associated with this program. Detailed descriptions for these facilities are contained in Title 4 Part 2 Chapter 55.9 of the Texas Administrative Code. The facilities are inspected on a scheduled basis and the inspections documented on TAHC forms. Failure to comply with the rule may result in the cancellation of the permit.

Chronic Wasting Disease (CWD)

The TAHC Epidemiology function supervises a program in which deer and elk owners can voluntarily enroll their deer and elk herds. By maintaining adequate records and disease surveillance, a herd owner can achieve a recognized status for CWD. This status is particularly important if herd owners intend to sell or move animals out of the state. The Texas Parks and Wildlife Department (TPWD) requires scientific breeders to enroll their herds if they plan to liberate deer within the state.

To achieve and maintain status, a herd must be enrolled with the TAHC, and all dead animals in the herd over 16 months of age must be tested for CWD, regardless of the cause of death. The current testing protocol calls for testing a portion of the brain called the “obex” with a procedure called “immunohistochemistry” (IHC). This test can be done at the Texas Veterinary Medical Diagnostic Laboratory (TVMDL). More than 8,200 deer and exotics in Texas have been tested in the past three years, and CWD has not been found in any captive or free-ranging deer or elk in the state.

O. For each regulatory program, if applicable, provide the following complaint information. The chart headings may be changed if needed to better reflect your agency's practices.

See the strategy and agency functions described below in the section VII responses for "Promote Compliance and Resolve Violations."

Promote Compliance/Resolve Violations

A. Provide the following information at the beginning of each program description.

Name of Program or Function	Promote Compliance and Resolve Violations
Location/Division	Central Office – Austin Statewide Support for all Area Offices
Contact Name	Gene Snelson General Counsel
Actual Expenditures, FY 2004	\$273,979
Number of FTEs as of August 31, 2004	Budgeted – 4.50 / Actual – 4.50

B. What is the objective of this program or function? Describe the major activities performed under this program.

The Commission strategy of “Promote Compliance and Resolve Violations” is the stewardship of the General Counsel who reports to the Executive Director. In addition to investigatory functions, included within this strategy and function are agency communications and public information.

General Counsel

The General Counsel is responsible for:

- providing legal counsel and representation to the Commissioners and Executive Director and the agency regarding all aspects of the Texas Animal Health Commission internal operations, state and federal programs, agency personnel matters, agency operations, contracts, and Historically Underutilized Business programs, and rulemaking;
- providing legal information to executive management regarding administering and interpreting laws impacting animal health programs;
- providing legal supports of agency enforcement matters;
- providing guidance and training to the Commissioners and agency staff on ethics, public information, and open meetings information;
- supporting the agency, Commissioners, and Executive Director by coordinating with the Attorney General’s Office in any potential litigation affecting those entities;
- providing legislative assistance to the Commissioners, Executive Director, Deputy Director for Administration and Finance, governmental relations staff, and other agency staff through legal advice and legislative drafting, including legal analysis of federal and state legislation;
- conducting or coordinating administrative hearings;
- providing legal advice to the agency regarding open records requests and the Public Information Act, including preparing and processing requests for Attorney General Opinions, and providing advice to staff on whether or not documents may be released;
- providing legal support to the agency’s Human Resources function and related activities;
- serving as liaison for the agency and the State Auditor’s Office and the State Office of Risk Management.

Legal Services and Compliance

The legal and compliance function is fulfilled in collaboration with field operations staff, the public, and other agency staff who report alleged violations to the general counsel or an agency investigator. This single agency investigator obtains written statements from all parties involved in an investigation and files complaints in courts all over the state; a single part-time legal assistant writes and distributes warning/information letters. This investigatory and compliance function is responsible for:

- evaluating and investigating all alleged violations of agency requirements or complaints by field staff or from the public;
- receiving, reviewing, and investigating alleged violations of Commission regulations submitted by Field Operations staff on a Compliance Action Request (CAR) document;
- educating the public and TAHC staff on legal matters related to animal health programs;
- receiving, reviewing, and investigating complaints from the public;
- resolving minor infractions or offenses via an investigation or through a warning letter;
- initiating compliance action as appropriate including:
 - actions handled through the filing of a Class “C” Misdemeanor in the Justice of the Peace Court (Because the Commission has a number of Class C Misdemeanor provisions in statute, this is the avenue most frequently utilized to enforce compliance.);
 - actions involving a felony offense which require prosecution by local authorities. (In the past, the Commission has filed several felony cases for indictment for alteration of a government document.);
 - actions handled through an Administrative Penalty process in which “Agreed Orders” are used to resolve issues.

Public Information and Communications

Agency communications are led by the agency Public Information Officer, who reports directly to the Executive Director. The communications and public information function, which is included within the strategy of promoting compliance and resolving violations, is responsible for:

- serving as the first point of contact for media to help them secure accurate and timely information;
- coordinating informational requests of the general public who seek information and statistics about the agency or animal health programs;
- providing accurate, consistent information about the agency and its diverse and growing animal health programs in a timely manner;
- preparing and distributing press releases, newsletters, reports, and interviews;
- assisting executive management in outreach efforts by preparing presentations, brochures, and informational materials for distribution with the public;
- maintaining extensive contact lists of industry stakeholders to keep them apprised of state and federal animal health programs and agency initiatives.

C. What evidence can you provide that shows the effectiveness and efficiency of this program or function? Provide a summary of key statistics and performance measures that best convey the effectiveness and efficiency of this function or program.

Despite being staffed with a single General Counsel, a single investigator, and a single part-time legal assistant, the investigatory and compliance function has been successful for a state as large as Texas with an expansive livestock industry.

During fiscal year 2003, compliance and investigatory staff issued 131 warning/information letters and 56 complaints filed. In fiscal year 2004, 170 warning/information letters were issued with 33 complaints filed. For fiscal year 2005, through the third quarter, 150 warning/information letters were issued and 78 complaints were filed. Additionally, during fiscal years 2003 and 2004, 9 cases of Alteration of Government Document were submitted to District/County Attorney's Offices with indictments handed down in 3 cases.

During the 74th Legislative Session, effective September 1, 1995, TAHC was given authority to assess administrative penalties. Since 2000, four administrative penalty cases were generated resulting in three Agreed Orders and fines totaling \$3,500. The fourth case was dismissed.

The TAHC Public Information function maintains an efficient information distribution system to reach its constituency. Dissemination of up-to-date information is critical in a disease outbreak. Animal health news is posted on the TAHC's web page as well as emailed, faxed, and in some cases, mailed to more than 30,000 constituents including:

- livestock and poultry producers;
- animal health government staff across the country;
- veterinarians;
- agricultural science educators;
- county agents and extension staff personnel;
- industry organizations; and
- media outlets such as livestock trade publications, species-specific publications, newspapers, and radio and TV stations.

D. Describe any important history regarding this program not included in the general agency history section, including how the services or functions have changed from the original intent.

The functions of this strategy are determined by the general priorities of the agency and in response to legal demands imposed by state and federal law. Due to the regulatory nature of the agency, the Commission does not anticipate a time in which this function will no longer be needed. Each year, a greater array of information is available to, and sought by, the public; there will be a continued need to maintain effective communications with the media and the general public.

E. Describe who or what this program or function affects. List any qualifications or eligibility requirements for persons or entities affected. Provide a statistical breakdown of persons or entities affected.

This function affects, and directly interacts with:

- 40% Agency Staff
- 30% General Public
- 20% Industry Stakeholders
- 5% Legislators

- 5% Oversight Entities (e.g. – OAG, SORM, USDA, etc.)

The General Counsel provides legal services to the agency, Executive Director, Commissioners, and the legislature and may provide legal information to the other entities listed above.

Communications and public information services are provided to journalists, researchers, university students, and members of the general public who have questions regarding the animal health programs and disease control and eradication programs administered by the agency.

F. Describe how your program or function is administered. Include flowcharts, timelines, or other illustrations as necessary to describe agency policies and procedures. List any field or regional services.

The legal & compliance and communications and public information functions do not administer programs, but rather supports the needs of other agency functions, the Commissioners, and other stakeholders and constituents. Legal services are prioritized and addressed concurrently.

These functions are managed centrally in the Austin, Texas central office; however, the single agency investigator is sent on assignments throughout the entire state as appropriate.

G. Identify all funding sources and amounts for the program or function, including federal grants and pass-through monies. Describe any funding formulas or funding conventions. For state funding sources, please specify (e.g., general revenue, appropriations rider, budget strategy, fees/dues).

Promote Compliance and Resolve Violations: Strategy 01-01-03	
Method of Finance	Amount
General Revenue	\$226,251
Appropriated Receipts	\$0
Federal Funds	\$47,728
Earned Federal Funds	\$0
TOTAL	\$273,979

H. Identify any programs, internal or external to your agency, that provide identical or similar services or functions. Describe the similarities and differences.

Every state agency and federal agency charged with a regulatory function engages in compliance and resolution functions. However, the functions provided by this strategy are uniquely designed to serve and support TAHC's mission and animal health programs. TAHC works cooperatively TDA, TPWD, and USDA on issues regarding animal disease issues that are addressed within our state, but TAHC is the sole state agency statutorily charged with oversight of disease and pest issues that affect livestock, poultry and exotic livestock.

While TDA, TPWD, USDA and other state and federal agencies, as well as myriad industry groups and associations, may provide information about animal health programs or disease and pest control and eradication efforts, there is no other source that provides complete information in as fair and impartial a manner as this agency.

I. Discuss how the program or function is coordinating its activities to avoid duplication or conflict with the other programs listed in Question H and with the agency's customers. If applicable, briefly discuss any memorandums of understanding (MOUs), interagency agreements, or interagency contracts.

There are three collaborative agreements in effect that are primarily responsive to this section:

1. There is an MOU with TxDPS for the purpose of DPS Officers checking for agency requirements;
2. There is a similar MOU with Travis County, but Travis County has expressed a desire to rescind it;
3. There is an Interagency Agreement with the Racing Commission to assist each other in disaster recovery.

Other agency activities are coordinated with other state, local, and federal entities, but those activities are unrelated to legal services, compliance, and public information.

J. If the program or function works with local, regional, or federal units of government include a brief description of these entities and their relationship to the agency.

This is not applicable to the functions provided by the legal services, compliance, and public information strategy. With respect to open records request, however, the General Counsel typically serves as a liaison with its federal counterpart at USDA to comply with state and federal public information requirements and to ensure the best interests of the state of Texas are served.

K. If this program or function is contracted out, provide a description of how you ensure accountability for funding and performance.

This is not applicable to the functions of this strategy, as no legal services, compliance, or public information functions are outsourced. The General Counsel, however, does collaborate with the Deputy Director for Administration and Finance and the Executive Director in overseeing the solicitation process and management of the only function outsourced by the agency – the function of internal audit.

L. What statutory changes could be made to assist this program in performing its functions? Explain.

Below is a summary of potential statutory changes to the Texas Agriculture Code that might assist the agency in improving or enhancing its performance.

1. **Conformity of Terms:** ‘Chapter 161 has been amended over the years and there is inconsistency in various statutory sections regarding the terms. Chapter 161 has definitions for “Animal”, “Livestock”,

“Exotic Livestock”, “Domestic Fowl”, and “Exotic Fowl”. Some of the statutory sections use terms in an inconsistent manner.

2. Broader Disease Control: Chapter 161 provides a laundry list of diseases under the disease control authority found in 161.041. This section provides the Commission their broadest and strongest authority to grapple with disease issues. Because the list is disease specific, with a general provision for “other diseases recognized as communicable by the veterinary profession”, there could be potential limitations in the commission’s ability to fully handle the wide variety of disease issues that could confront Texas.

3. Entry Power: Under Section 161.047, the Entry Power of the Commission is vested in employees and commissioners. During previous foreign animal disease exercises there was some discussion on amending that section to use the term “agent of the commission”. This new language would allow TAHC to “authorize agents” for entry onto premises during an animal health emergency. This term is currently used for Section 161.048 for “Inspection of Shipment of Animal or Animal Products”. The Commission recently authorized law enforcement to act as agents of the commission in looking for illegal shipments of elk into Texas during the quarantine against out of state elk.

4. Revised Quarantine Authority: During the previous foreign animal disease exercises a potential problem with the commission’s quarantine authority, Section 161.061 (b), was identified. Without a statutory change, a statewide movement restriction or quarantine could be subject to some type of legal challenge.

5. Broader Disease authority over various animal species: Broader authority would enable TAHC to better address disease impacting both wildlife and livestock/exotic livestock/fowl as well as to cooperate more effectively with Texas Parks and Wildlife. The Texas Emergency Response Team has recommended that TAHC regulate rabbits in response to previous outbreaks of Hemorrhagic Fever in the United States.

6. Feral Swine Holding Facility Authorization: TAHC requires registration of these facilities to prevent disease exposure to domestic swine herds, but would be more effective if granted explicit statutory authority with appropriate penalties.

7. Disposal Methods: There is a statutory requirement for burial or burning of animals diagnosed with a specific disease. The statute should be modified in order to allow the Commission the ability to utilize or require other methods that may be more appropriate.

M. Provide any additional information needed to gain a preliminary understanding of the program or function.

This is not applicable to legal services, compliance, and public information function.

N. Regulatory programs relate to the licensing, registration, certification, or permitting of a person, business, or other entity. For each regulatory program, if applicable, describe:

- why the regulation is needed;
- the scope of, and procedures for, inspections or audits of regulated entities;
- follow-up activities conducted when non-compliance is identified;
- sanctions available to the agency to ensure compliance; and
- procedures for handling consumer/public complaints against regulated entities.

Paragraphs B and C of the “Promote Compliance/Resolve Violations” strategy section summarize the types of compliance efforts performed by the Commission. The actual rules and regulations authorizing the agency’s regulatory function, including sanctions, are included as an attachment to the SER narrative report.

Additional regulatory programs are discussed above in the section for the “Diagnostic/Epidemiological Support” strategy.

The agency in conjunction with USDA and under USDA authority provides accreditation to licensed veterinarians who perform certain functions in cooperative animal disease control programs. TAHC also approves certain veterinarians, who have obtained specific training, to perform certain animal disease tests or disease control functions. Non-compliance with accreditation standards is handled under the jurisdiction of USDA and non-compliance may result in suspension or revocation of accredited status by USDA.

O. For each regulatory program, if applicable, provide the following complaint information. The chart headings may be changed if needed to better reflect your agency’s practices.

Texas Animal Health Commission (Regulatory Program Name) Exhibit 12: Information on Complaints Against Regulated Persons or Entities Fiscal Years 2003 and 2004		
	FY 2003	FY 2004
Total number of regulated persons	N/A	N/A
Total number of regulated entities	N/A	N/A
Total number of entities inspected	N/A	N/A
Total number of complaints received from the public <i>TAHC does not distinguish between compliance actions submitted by the general public and agency field staff.</i>	N/A	N/A
Total number of complaints initiated by agency	236	250
Number of complaints pending from prior years	N/A	N/A
Number of complaints found to be non-jurisdictional	2	5
Number of jurisdictional complaints found to be without merit	11	11
Number of complaints resolved	56	33
Average number of days for complaint resolution	163	250
Number of warning/information letters:	131	170
administrative penalty	0	1

Indirect Administration

A. Provide the following information at the beginning of each program description.

Name of Program or Function	Indirect Administration <ul style="list-style-type: none"> • Central Administration - Executive Director, Administration & Finance, Financial Services, Human Resources • Other Support Services – Staff Services • Information Resources
Location/Division	Central Office – Austin Statewide Support for all Area Offices
Contact Name	Mike Jensen Deputy Director for Administration & Finance
Actual Expenditures, FY 2004	\$1,482,107
Number of FTEs as of August 31, 2004	Budgeted – 26.0 / Actual – 23.795

B. What is the objective of this program or function? Describe the major activities performed under this program.

TAHC indirect administration functions are comprised of three strategies: central administration, information resources, and other support services. Functions performed by this strategy, include but are not limited to: executive guidance and leadership; administration and business operations; budget and financial services; human resources; information resources; staff services, purchasing, and infrastructure and facilities management. These administrative, financial, and operational functions are common to all state agencies as indirect strategies.

Commissioners and Executive Director

The Executive Director serves as the chief executive officer of TAHC and directly reports to the Animal Health Commissioners, thirteen governor-appointed commissioners who represent major animal agriculture industries and the general public. In concert with the Commissioners, animal producers, and allied industry groups, the Executive Director oversees Texas livestock and poultry regulatory functions. The Executive Director role provides leadership to the regulated industries, manages the Texas Animal Health Commission, and coordinates animal health programs with industry, the state legislature, other branches of state government, USDA, and other branches of the federal government.

The Executive Director oversees all key functions performed by the Texas Animal Health Commission in carrying out its core mission of:

- protecting the animal industry from, and/or mitigating the effects of domestic, foreign and emerging diseases
- increasing the marketability of Texas livestock commodities at the state, national and international level;
- promoting and ensuring animal health and productivity;
- protecting human health from animal diseases and conditions that are transmissible to people;

- preparing for and responding to emergency situations involving animals.

In order to ensure agency business is conducted in a responsive, cooperative, and transparent manner, the Executive Director oversees all agency operations that indirectly support service delivery of all state and federal animal health programs administered by TAHC.

Administration & Finance

Administration & Finance is led by the Deputy Director for Administration & Finance, who reports to the Executive Director, and is responsible for all of the operational functions of the agency that indirectly support service delivery for all animal health programs. It is responsible for all financial management functions, including budget, accounting, and purchasing; the infrastructure needs of the agency, including office space, supply, printing, and postage; the agency human resource function; and the agency's information technology function, both in terms of computer hardware and the management of information technology software and applications projects. Administration & Finance is charged with:

- overseeing Financial Services, Staff Services, and Information Resources;
- administering and coordinating agency operations;
- providing support to the agency's strategic planning and appropriations processes (Agency Strategic Plan, LAR, AFR, Annual Operating Budget, etc.);
- providing leadership and coordination to the agency's business processes;
- defining, developing, and implementing standard agency operating policies and procedures;
- implementing and maintaining effective support systems to ensure efficient delivery of the agency's core mission;
- negotiating and planning with other governmental entities;
- establishing and maintaining a safe physical environment to carry out duties and responsibilities;
- providing a positive climate for professional growth and development;
- creating opportunities for staff involvement in policy development and decision making; and
- implementing procedures that provide for the continuity of agency functions in case of emergency or crisis situations.

Financial Services

Financial Services reports to the Deputy Director for Administration & Finance and is led by the Director of Accounting who provides leadership and support to the budget and accounting staff. The goal of fiscal management is to process timely and accurate payments, to produce accurate and reliable financial information, to assist management in effectively allocating resources, and to ensure compliance with all state and federal rules and regulations – including adherence to generally accepted accounting principles. Financial Services is charged with:

- preparing biennial Legislative Appropriations Requests (LAR) and the itemized operating budget in accordance with the Agency Strategic Plan;
- preparing financial reports, including the Annual Financial Report (AFR), in accordance with generally accepted accounting principles per state and federal guidelines;
- managing the cooperative agreement process with the federal government to secure federal funding for animal health programs;
- managing and monitoring the agency's operating budget and the agency's authorized staffing and position summary;
- administering internal controls to ensure all payments to vendors, agency employees' salaries, benefits, tax deductions, and travel are processed in accordance with the General Appropriations Act and state and federal laws and regulations;

- maintaining control over cash and appropriation balances and ensuring funds are available in appropriated PCAs;
- managing quality control of USAS, USPS, and SPA to ensure data integrity;
- providing executive management with monthly budget status reports including position summary reports.

Staff Services

Staff Services reports to the Deputy Director for Administration & Finance and is led by the Director of Staff Services who provides leadership and support for internal customer service, procurement and contracts, and infrastructure management. Staff Services is charged with:

- supporting the agency's purchasing, contract, and supply processes to ensure agency needs are met in a timely manner and are compliant with TBPC (including HUB Coordination), state, and federal regulations;
- managing the central office warehouse, supplies, tagged assets, including conducting area office inventories;
- disposing of surplus property and providing an agency recycling program;
- overseeing the agency vehicle fleet in compliance with TBPC, state, and federal regulations;
- providing statewide facilities support and space management;
- coordinating the receipt and distribution of mail, including receipts of revenue for certificates of veterinary inspection;
- managing the production and distribution of agency certificates of veterinary inspection;
- printing, reproducing, and assembling agency documents and publications;
- overseeing records retention and coordinating agency forms;
- ensuring the safety and security of agency staff and designating an agency Safety Officer;
- overseeing employee identification cards;
- overseeing central office receptionist, USPS time-keeping, and workers compensation claims duties;
- maintaining and updating the agency veterinarian database.

Information Resources

Information Resources reports to the Deputy Director for Administration & Finance and is led by the Director of Information Resources who provides leadership and support for overseeing agency information resources, including telecommunications, in support of the agency strategic plan and coordinating the entire spectrum of technical information services across the agency. It provides general policy direction for agency information and telecommunications resources management in coordination with executive management. Information Resources is charged with:

- providing leadership and management of the agency's telecommunications and information systems and support staff;
- providing oversight of the agency information security management and disaster recovery programs;
- providing desktop support for all agency desktops, laptops, printers, and all other computer peripherals used by agency staff;
- providing telecommunications support and training to all agency staff;
- providing help-desk and training support for all agency information and telecommunications resources;

- developing, managing, and maintaining physical databases so as to enhance software application performance;
- managing and maintaining the agency's network infrastructure;
- managing and maintaining all application and database servers, including the hardware as well as their operating systems;
- managing and maintaining the agency's electronic mail system including spam and virus control;
- performing regular backups of key agency electronic information;
- advising the agency Information Resources Steering Committee (IRSC);
- defining standard processes and methods in developing automated systems or new software applications and developing initiatives to increase efficiency by moving from paper-based data flow to electronic automated processes;
- preparing and coordinating the Information Resources Strategic Plan, Biennial Operating Plan, and IR Disaster Recovery Plan;
- maintaining the TAHC web site for public outreach, education, and transparency purposes.

Human Resources

Human Resources reports to the Executive Director and is led by the Director of Human Resources who provides leadership and support for all human resources activities for the agency. Human Resources is charged with:

- recruiting highly qualified candidates and retaining a capable and committed workforce that is strategically focused to manage, monitor, and improve TAHC's capacity for excellence;
- directing, administering, and monitoring the agency's human resources policies, procedures, and programs and recommending solutions for human resources issues;
- ensuring agency human resources policy is compliant with state and federal law, including but not limited to, Civil Rights statutes, the Equal Employment Opportunity Act, Family Medical Leave Act, the General Appropriations Act, and employment provisions of the Texas Government Code;
- recommending strategies and proposals to executive management regarding appointments, promotions, demotions, reclassifications, transfers, separations, and merit increases;
- counseling and advising staff on issues, rules, regulations, benefits, training and professional development, and all other areas of human resources management;
- overseeing the maintenance of human resources records and performing analysis and developing reports for use by executive management and federal and state oversight entities;
- interpreting state leave policies and other state and federal human resources related laws and regulations
- providing advice and assistance to staff regarding state and federal salary and leave administration policies and procedures;
- developing methods and procedures for gathering, compiling and analyzing statistical human resources data and ensuring the confidentiality and integrity of data entered into USPS;
- serving as liaison with the Texas Workforce Commission, the State Auditor's Office, the State Classification Office, and other state entities with respect to all human resources policies and issues;
- listening to, recommending solutions to, or suggesting resolutions to personnel conflicts, disputes or grievances.

C. What evidence can you provide that shows the effectiveness and efficiency of this program or function? Provide a summary of key statistics and performance measures that best convey the effectiveness and efficiency of this function or program.

All agency staff, and especially indirect administration staff seek to fulfill the agency's philosophy of carrying out the agency's mission with honesty, openness, and efficiency; to use the best available resources, technology, and trained personnel to achieve agency goals; to listen to and respect the opinions and concerns of the people of Texas; to encourage and promote open communication between all parties; and, to strive to continuously develop new, or enhance existing relationships, among government, industry, and private citizens to realize our vision of a healthy and secure animal population in Texas.

As a result of FTE and budget reductions experienced by TAHC in state fiscal year 2003 and reductions during the current biennium and 79th legislative process, the level of funding for the agency is minimally sufficient to meet the demands of current animal health programs including the indirect administrative support of those programs. TAHC historically has been proactive and vigilant in securing federal funding to support the state's animal health programs; during fiscal year 2004, federal funds from multiple and diverse cooperative agreements accounted for approximately 52% of the agency's operating budget. Because disease control and eradication efforts are mutable, so are the cooperative agreements and sources of federal funding. TAHC Financial Services continues to proactively pursue federal funding and seeks to maximize those funds as they are awarded to the agency.

Due to the diligence of the Executive Director, executive management, and indirect administration staff, in addition to receiving cooperative federal funds for Brucellosis, Tuberculosis, and Homeland Security – in fiscal year 2005 TAHC received approximately \$1 million in federal cooperative funds to initiate a premises registration and animal identification project consistent with NAIS standards; the first phase of the pilot is currently underway and the second phase of funding for approximately \$1.2 million for use in state fiscal year 2006 was recently awarded to TAHC by USDA.

Despite the lack of capital authority and lack of general revenue for capital projects, TAHC maximized the use of its federal funds, including homeland security funding, to increase the agency's vehicle fleet from 8 to 18 in fiscal year 2005. The cost per mile for agency vehicles is approximately ten to fifteen cents per mile less than the state's travel reimbursement amount for use of personal vehicles for state business. Indirect Administration will continue to recommend to oversight agencies and to the legislature that the amount of Earned Federal Funds appropriated to the agency be increased and that capital authority accompany that increase or be provided in the amount of Earned Federal Funds available to the agency. Such capital authority would serve to maximize the long-term value of the agency's travel budget by allowing the agency to purchase additional vehicles or to retire older vehicles from the fleet; and, this would be at no cost to the state in that the increase to Earned Federal Funds would be a result of the indirect cost rates for federal cooperative agreements that fund personnel.

Customer service provided by Information Resources is practically immediate. Although the agency has no capital authority, it maximizes agency resource and provides a stable and secure network as demonstrated by the past SAO audit. Programming staff are systematically converting antiquated database applications into improved, robust, current SQL databases.

Staff Services was found to be 100% compliant in its most recent TBPC audit. Certificates of Veterinary Inspection (CVI) have been redesigned by Staff Services and are in the process of being reprinted. The revised CVI is being published to implement legislation permitting the agency to increase the fee by agency rule. After the 78th Legislative Session, a fee working group led by the Executive Director with participation by industry representatives discussed and developed potential fee mechanisms; this will be the first such mechanism to be implemented from that working group's recommendations. Premises registration is another fee mechanism which will be explored and implemented in the upcoming biennium.

Despite TAHC average salaries ranking lowest of the nine Texas Natural Resource Agencies, the agency's turnover rate has historically been lower than the state average; this is true even for fiscal year 2003 in which a reduction-in-force was necessary in order to implement general revenue budget cuts. The Commissioners and Executive Director sought salary equity for agency staff and the legislature appropriated \$180,000 for each fiscal year of the upcoming biennium which will allow the agency to raise the baseline salaries for vital veterinarian positions. In addition to successfully recruiting and retaining staff despite lower than average salaries as compared to other state agencies, Human Resources has developed and implemented career ladders for most agency positions.

D. Describe any important history regarding this program not included in the general agency history section, including how the services or functions have changed from the original intent.

This is not applicable to the indirect administration function, as this function is common to all state agencies and any historical or legislative impact to indirect administration would generally have a universal impact to all state agencies.

E. Describe who or what this program or function affects. List any qualifications or eligibility requirements for persons or entities affected. Provide a statistical breakdown of persons or entities affected.

In most cases, the Indirect Administration function serves the internal customers of the agency. There is, however, also an external component with regard to the payment of vendors, the execution of contracts and the drafting of memoranda of understanding with other state entities or preparation and execution of cooperative agreements with the federal government. Indirect Administration also is responsible for communicating and collaborating with oversight agencies such as: the Legislative Budget Board; the Governor's Office of Budget, Planning, and Policy; the State Auditor's Office; the Comptroller of Public Accounts; and the Department of Information Resources. For example, the Executive Director makes final recommendations to the Commissioners regarding the agency's Annual Strategic Plan, Legislative Appropriations Request, Annual Operating Budget, and the Annual Financial Report.

Financial Services functions primarily impact agency employees, vendors, and state oversight entities such as the Governor's Office of Budget, Planning, and Policy, the Legislative Budget Board, the Comptroller of Public Accounts, the State Auditor's Office, Department of Information Resources, as well as the USDA and other federal agencies. Functions performed by Staff Services, Information Resources, and Human Resources directly support all agency employees and staff, but also affect external customers and stakeholders through such functions as mail operations, printing services, publications distribution, and telecommunications services.

As the agency implements Premise and Animal Identification per the National Animal Identification System (NAIS), all segments of the Texas livestock and poultry industry will be impacted as premises continue to be registered and animals begin to be identified and animal movements begin to be tracked. As USDA further refines NAIS national policy, program activity will increase significantly as it becomes fully implemented in Texas; this will increase the need for additional support of Indirect Administration staff in planning, developing, and implementing an agency infrastructure that can accommodate registering and monitoring up to 200,000 or more premises in the state of Texas. Because the 79th Legislature passed a bill to make premises registration and animal identification a fee-based and partially self-funded program, automated

systems will be required to manage the registration and renewal process and to manage the fee collection and revenue monitoring process.

F. Describe how your program or function is administered. Include flowcharts, timelines, or other illustrations as necessary to describe agency policies and procedures. List any field or regional services.

Agency standard operating procedures and policies are published on the agency intranet. All of those procedures and policies, however, are guided by statutory requirements regarding state agency administrative support services. All financial transactions are tracked by an index according to appropriation year and state fiscal year. The agency's technology environment is continually undergoing changes based on the agency's strategic and operating plans. The Information Resources Management Act requires all state agencies to follow a strategic planning process for the management of technology; that process is aligned with the state's planning and budget cycle. Following these statutorily driven processes ensure that the agency's acquisition and application of resources are both cost-effective and based on sound business strategies.

G. Identify all funding sources and amounts for the program or function, including federal grants and pass-through monies. Describe any funding formulas or funding conventions. For state funding sources, please specify (e.g., general revenue, appropriations rider, budget strategy, fees/dues).

Indirect Administration – MOF by Strategy				
Method of Finance	Central Administration 02-01-01	Information Resources 02-01-02	Other Support Services 02-01-03	Total MOF
General Revenue	\$923,624	\$262,714	\$189,371	\$1,375,709
Appropriated Receipts	\$84	\$0	\$0	\$84
Federal Funds	\$0	\$0	\$0	\$0
Earned Federal Funds	\$62,203	\$27,929	\$16,181	\$106,313
TOTALS	\$985,911	\$290,643	\$205,552	\$1,482,106

H. Identify any programs, internal or external to your agency, that provide identical or similar services or functions. Describe the similarities and differences.

Every state agency and federal agency has an administrative services function similar to those of TAHC; however, the Indirect Administration functions provided by TAHC staff are tailored to supporting animal health program service delivery relative to livestock, poultry and exotic livestock. Other state agencies, such as the Texas Parks and Wildlife and the Texas Department of Agriculture, have administrative services function tailored to other species. TAHC works cooperatively with both agencies on issues of mutual concern. USDA – Animal and Plant Health Inspection Service – Veterinary Services has basically the same responsibility on a national level that the TAHC has on the state level. TAHC agency works cooperatively with its USDA counterpart on a majority of the disease issues that are addressed within Texas. Other state

and federal agencies have not attempted to take away or usurp TAHC's statutory authority and responsibilities.

I. Discuss how the program or function is coordinating its activities to avoid duplication or conflict with the other programs listed in Question H and with the agency's customers. If applicable, briefly discuss any memorandums of understanding (MOUs), interagency agreements, or interagency contracts.

This is not applicable to the indirect administration function. Financial Services typically serves all TAHC program areas in securing funding, and particularly in securing federal funds via cooperative agreements. There is no overlap with the other strategies in providing such administrative support.

J. If the program or function works with local, regional, or federal units of government include a brief description of these entities and their relationship to the agency.

This is not applicable to the indirect administration function. Financial Services typically serves as a liaison with its federal counter-part at USDA to secure federal funds via cooperative agreements.

K. If this program or function is contracted out, provide a description of how you ensure accountability for funding and performance.

Indirect Administration functions are performed by agency personnel. The agency internal audit function, however, is 100% outsourced. A Request for Qualifications (RFQ) process was utilized to secure services of the previous auditing firm who performed the internal audit function for TAHC; all renewals of that contract have been performed and exhausted and a new RFQ was solicited in July 2005 and will be awarded with a contract start date to coincide with the beginning of state fiscal year 2006.

The solicitation process was guided by the agency RFP Guidelines and RFP Model which was modified for professional services contracts; the guidelines and model incorporate state and federal statutory solicitation requirements to ensure compliance with all relevant regulations. Proposals require inclusion of a task activity plan as well as a risk-analysis to develop an auditing plan designed to maximize the value of the outsourced services. Once awarded, the contract is managed by the agency General Counsel and monitored by the Deputy Director for Administration and Finance to ensure accountability for funding and performance.

L. What statutory changes could be made to assist this program in performing its functions? Explain.

The 79th Legislative Session General Appropriation Act added a rider which will allow TAHC to maximize its use of federal funds by exempting from the agency FTE cap positions that are funded with federal cooperative agreement. This rider will give the agency flexibility to more quickly respond to the needs of cooperative agreements by hiring staff as the federal funds materialize to TAHC. However, if the cooperative agreement expires and is not renewed or continued, then those positions which were funded by that particular stream of federal funding must be eliminated.

M. Provide any additional information needed to gain a preliminary understanding of the program or function.

This is not applicable to the indirect administration function.

- N. Regulatory programs relate to the licensing, registration, certification, or permitting of a person, business, or other entity. For each regulatory program, if applicable, describe:**
- why the regulation is needed;
 - the scope of, and procedures for, inspections or audits of regulated entities;
 - follow-up activities conducted when non-compliance is identified;
 - sanctions available to the agency to ensure compliance; and
 - procedures for handling consumer/public complaints against regulated entities.

This is not applicable to the indirect administration function.

O. For each regulatory program, if applicable, provide the following complaint information. The chart headings may be changed if needed to better reflect your agency's practices.

This is not applicable to the indirect administration function.

VIII. Statutory Authority and Recent Legislation

A. Fill in the following chart, listing citations for all state and federal statutes that grant authority to or otherwise significantly impact your agency. Do not include general state statutes that apply to all agencies, such as the Public Information Act, the Open Meetings Act, or the Administrative Procedure Act. Provide information on Attorney General opinions from FY 2001 - 2005, or earlier significant Attorney General opinions, that affect your agency's operations.

Texas Animal Health Commission Exhibit 13: Statutes/Attorney General Opinions	
Statutes	
Citation/Title	Authority/Impact on Agency (e.g., "provides authority to license and regulate nursing home administrators")
Texas Agriculture Code Chapter 161/ General Disease Control	Provides the Commission with the general authority to address diseases issues as they relate to livestock.
Texas Agriculture Code Chapter 162/ Tuberculosis Control	Provides the Commission with the specific authority to address Tuberculosis diseases issues as they relate to livestock.
Texas Agriculture Code Chapter 163/ Brucellosis Control	Provides the Commission with the specific authority to address Brucellosis diseases issues as they relate to livestock.
Texas Agriculture Code Chapter 164/ Scabies Control	Provides the Commission with the specific authority to address Scabies Control diseases issues as they relate to livestock.
Texas Agriculture Code Chapter 165/ Swine Disease Control	Provides the Commission with the specific authority to address Swine Control diseases issues as they relate to livestock.
Texas Agriculture Code Chapter 166/ Anthrax Control (Repealed)	REPEALED
Texas Agriculture Code Chapter 167/ Tick Eradication	Provides the Commission with the specific authority to address Tick Eradication issues as they relate to livestock.
Texas Agriculture Code Chapter 168/ Pullorum Disease and Fowl Typhoid	Provides the Commission with the specific authority to address Pullorum Disease and Fowl Typhoid Control diseases issues as they relate to livestock.
Attorney General Opinions	
Attorney General Opinion No.	Impact on Agency
GA-0191 "Whether the Texas Animal Health Commission may charge a fee for reviewing and processing health certificates after their completion by a private practitioner.	This was a legal determination to utilize a fee option under consideration by the Commission.

B. Provide a summary of recent legislation regarding your agency by filling in the chart below or attaching information already available in an agency-developed format. Briefly summarize the key provisions. For bills that did not pass, briefly explain the key provisions and issues that resulted in failure of the bill to pass (e.g., opposition to a new fee, or high cost of implementation).

Texas Animal Health Commission Exhibit 14: 79th Legislative Session Chart		
Legislation Enacted - 79th Legislative Session		
Bill Number	Author	Summary of Key Provisions
HB 1361	Hardcastle	Authorizes agency to develop and implement an animal identification program consistent with USDA's National Animal Identification System. Agency may establish a date by which all premises must be registered and may assess a registration fee on all who register a premise.
HB 1362	Hardcastle	Authorizes agency to assign inspectors to markets as needed instead of it being mandatory that an inspector examine every animal at every market. Encourages efficient and effective use of personnel as disease issues change.
HB 1363	Hardcastle	Authorizes the agency, by rule, to charge for certificates of veterinary inspection. Before this change, the cost was set by statute and had not been adjusted for a number of years.

Legislation Not Passed - 79th Legislative Session		
Bill Number	Author	Summary of Key Provisions/Reason the Bill Did Not Pass
HB 2556	Kuempel	Instructed the agency to prohibit the importation of all species that are susceptible to chronic wasting disease (CWD) until such time as rules and regulations are in place to satisfactorily monitor the intrastate movement of CWD-susceptible species, or until such time as a validated, reasonable and reliable test for CWD is available. The bill did not pass because the statutory closing was not a science based decision, and the monitoring issue is currently being addressed by rule.

IX. Policy Issues

A. Brief Description of Issue

Above in this Self-Evaluation Report, TAHC described in Section II, Paragraph I, a number of opportunities for improvement in the future. Summarized, TAHC has opportunities:

- to develop and strengthen its relationship with local, state, and federal partners in regard to Homeland security and emergency management activities;
- to develop and implement, in concert with USDA, a comprehensive animal disease surveillance system for Texas;
- to continue to work with other state agencies, particularly the Texas Parks and Wildlife Department, to assure diseases that affect both wild and domestic animals are adequately coordinated and addressed;
- to successfully implement H.B. 1361 and H.B. 1363 of the 79th Legislative Session successfully develop rules to implement a premises registration fee and to increase the Certificate of Veterinary Inspection fee;
- to increase efforts to secure adequate capital authority to implement SAO audit recommendations and to carefully monitor salary and travel budgets to maximize the value of both, state and federal funds.

There are three policy issues important to TAHC, its stakeholders, and the legislature which are addressed below:

1. Dwindling cadre of veterinarians available for food animal and large animal medicine, and for regulatory veterinary medicine; and lower pay, as compared to other aspects of veterinary medicine, coupled with comparatively difficult working conditions are identified as significant causes of this challenge
2. Evolution from disease specific programs to broader surveillance and targeted response capabilities.
3. Biology, epidemiology and ecology of diseases in wild and free ranging species.

B. Discussion

1. Dwindling Cadre of Veterinarians:

This reality provides multiple challenges.

- a. Fewer and fewer practicing veterinarians are willing to work as food animal or large animal veterinarians. The result is that livestock producers are finding it difficult to obtain veterinary services. Animals go undiagnosed and untreated. Serious diseases may go unreported for significant periods of time.
- b. A dwindling number of large animal veterinarians are available for regulatory activities, such as testing animals for sale or export, performing official duties at livestock markets, shows and events, health certification, and emergency response. The agency has experienced difficulty in identifying veterinarians willing to perform regulatory work at livestock markets.

2. Surveillance and Response

It is unlikely that new eradication programs, similar to the current brucellosis and tuberculosis programs will be developed in the future. It is anticipated that as current animal disease programs are completed, the country will evolve to a broad based disease surveillance strategy that can identify emerging diseases or introduced foreign disease. Targeted response will then be utilized to address the disease episodes.

3. Diseases in Wild and Free-Ranging Species

The emergence of numerous “livestock and poultry” diseases in wild and free ranging animals and birds is cause for considerable concern to the completion of livestock disease eradication efforts. A disease is not truly eradicated if it is present in a wild or free ranging species. Additionally, the disease is available for re-introduction to domestic populations.

C. Possible Solutions and Impact

1. Dwindling Cadre of Veterinarians

Possible solutions:

- a. TAHC veterinarians may have to begin providing diagnostic services in areas where practicing veterinarians are not available.
- b. TAHC veterinarians are in the middle to upper age group. Several are at or near retirement age. TAHC may need to develop and implement specialized recruitment and training strategies to recruit and retain the veterinary workforce needed for the future.
- c. TAHC may have to develop and utilize highly trained inspectors to perform some functions that have been veterinary duties in the past.

In order to address this challenge TAHC must carefully develop a long term strategy, in conjunction with the livestock, exotic livestock, poultry and exotic fowl industries, to identify the needs and craft the most equitable solutions.

The agency will need to recruit veterinarians and inspectors with a higher level of knowledge and ability or plan to train veterinarians and inspectors that can be recruited. Additionally, it is likely that the agency will need more veterinarians than currently employed. These possible solutions will require that the agency keep salaries competitive with the marketplace. Targeted salary increases provided by the 79th Legislature were a significant help in bringing salaries to a competitive level. However, salary equity must be addressed continually if the agency is to keep up with the marketplace.

2. Surveillance and Response.

The agency must stay on the cutting edge of laboratory diagnostic capability and train or acquire veterinary diagnosticians in order to be prepared for the new strategies. As in item 1, additional veterinary expertise will likely be needed. It is probable that veterinarians with the training and experience needed are not available, so it is likely that the agency will have to provide training. Many changes are occurring in laboratory diagnostics. Highly sensitive, rapid tests are replacing old, slow, labor intensive methodologies. Multiple disease assays can be run on some of the new testing platforms. Resources will be necessary for acquisition and implementation of improved diagnostics.

3. Diseases in Wild and Free-Ranging Species

The agency must train veterinarians in the biology, epidemiology and ecology of diseases in wild and free ranging species if the agency is to contain the disease and mitigate its impact to livestock. Additionally, the agency will need to forge close working relationships with agencies responsible for management of wild and free ranging species and work cooperatively to find mutually acceptable solutions. TAHC must also assure that statutory authority is sufficient to enable the agency to effectively address disease issues.

X. Other Contacts

- A. Fill in the following chart with updated information on people with an interest in your agency, and be sure to include the most recent e-mail address.**

Due to the rising costs of printing and mailing, the TAHC no longer produces a newsletter. Instead, news releases are emailed, faxed, or in some cases, mailed, to more than 30,000 livestock and poultry producers, agricultural science professors, teachers, county agents across the country, veterinarians, feedlots, associations, livestock trade publications, species-specific publications, newspapers, radio stations, TV stations, extension staff personnel across the country, and to livestock and government staff across the country in livestock or poultry health-related positions. This distribution system allows the TAHC to reach the industry in Texas, and across the country, faster and with more up-to-date information, which is critical in a disease outbreak. Articles also are posted on the TAHC's web page, and on association, media and publication web pages. Below is a sample of contacts; additional information can be provided.

Texas Animal Health Commission			
Exhibit 15: Contacts			
INTEREST GROUPS			
(groups affected by agency actions or that represent others served by or affected by agency actions)			
Group or Association Name/ Contact Person	Address	Telephone	E-mail Address
Texas Veterinary Medical Association, Dr. Elbert Hutchins	8104 Exchange Drive Austin, TX 78754	512-452-4224	ehutchins@tvma.org
Texas Farm Bureau Jon Johnson	Box 2689 Waco, TX 78702-2689	254-751-2266	jjohnson@txfb.org
Texas Pork Producers Ken Horton	TPPA, Inc. P.O. Box 10168 Austin, TX 78766	512-453-0615	tppa@sbcglobal.net
Texas Poultry Federation James Grimm	595 Round Rock West Drive Suite 305 Round Rock, TX 78681	512-248-0600	tpf@texaspoultry.org
Exotic Wildlife Association Charly Seale	HC 7, Box 24C Ingram, TX 78025	830-367-7761	info@exoticwildlifeassociation.com
Texas Deer Association Karl Kinsel	403 E. Ramsey Ste. #204 San Antonio, TX 78216	210-767-8300	Karl@TexasDeerAssociation.com
Texas Wildlife Association Kirby L Brown	401 Isom Road Suite 237 San Antonio, TX 78218	210-826-2904	k_brown@texas-wildlife.org
Texas Sheep and Goat Raisers Association Sandy Whittley	Box 2290 San Angelo, TX 76902	325-655-7388	tsgra@wcc.net

Self-Evaluation Report

American Boer Goat Association Robert Swize	1207 S. Bryant Blvd. Suite C San Angelo, TX 76903	325-486-2637	robert@abga.org
American Dorper Sheep Breeders Society Phillip Glass	Box 218 Water Valley, TX 76958	325-465-4267	dorper@wcc.net
Livestock Marketing Association of Texas Keith Chapman	Box 974 Georgetown, TX 78627	512-863-7005	kchapman@lmaweb.com
Texas Cattle Feeders Association Dr Richard McDonald	5501 W I-40 Amarillo, TX 79106	800-299-8232	Richard@tcfa.org
Texas and Southwestern Cattle Raisers Association Matt Brockman	1301 W 7 th Fort Worth, TX 78102	817-332-7064	mbrockman@texascattleraisers.org
American Brahman Breeders Association Chris Shivers	3003 South Loop West Suite 140 Houston, TX 77054	713-349-0854	cshivers@brahman.org
Beefmaster Breeders United Wendell Shronk	6800 Park Ten Blvd Suite 290 West San Antonio, TX 78213	210-732-3132	wshronk@beefmasters.org
Texas Hereford Association Jack Chastain	4609 Airport Freeway Fort Worth, TX 76117	817-831-3161	jack@texashereford.org
New Mexico Cattle Growers Association Don L.Lee	Contact by phone or email, please	505-247-0584	nmcga@nmagriculture.org
Santa Gertrudis Breeders International	P.O. Box 1257 Kingsville, TX 78364 (361)592-9357	361-592-9357	ekaatz.sgbi@sbcglobal.net
Premier Santa Gertrudis Association Adrian Casey, President	P. O. Box 1725 Roanoke, TX 76262	817- 431-1329	KC729@aol.com
International Brangus Breeders Association Dr. Joe Massey	Box 696020 San Antonio, TX 78269-6020	210-696-8231	joemassey@int-brangus.org
Red River Valley Limousin Assn (Texas, Oklahoma, Arkansas) Bill Rains	P.O. Box 913 Clarksville, TX 75426	903 427 3712	billr@1starnet.com
Arkansas, Louisiana, Oklahoma, Texas Angus Association (A LOT) Bo Rogers	492 CR 4284, Simms, TX 75574	903-543-2125	borogers65@aol.com
Parthenais Cattle Breeders Association Morris Halliburton	P.O. Box 550 Bells, TX 75414	903-965-6977	meh@texoma.net

United Braford Breeders Dr. Rodney Roberson	United Braford Breeders 422 East Main # 218 Nacogdoches, TX 75961	936-569-8200	rodney@thunderstormcattle.com
Dairy Producers of New Mexico	PO Box 6299 5106 South Main Roswell, NM 88202	505-622-1646	dpm1@juno.com
Texas Polled Hereford Association J. C. Rogers	P.O. Box 450 Grandview, TX 76050	254-687-2898	tphacattle@interlinkcc.com
Texas Longhorn Breeders Association of America Don King	Box 4430 Fort Worth, TX 76164	817-625-6241	DKing@tlbaa.org
Texas Thoroughbred Association David Hooper	P.O. Box 14967 Austin, TX 78761	512-458-6133	davidh@texasthoroughbred.com
North Texas Eventing Association Debra deAlcuaz	P.O. Box 162987 Fort Worth, TX 76161-2987	972-564-3839	debradealcuaz@bridgford.com
Central Texas Dressage Society Jan Colley	Contact by email, please		jtcolley@aol.com
Texas Arabian Distance Riders Association Charles Bass	Box 532 Wortham, TX 76693		rebelcjb@aol.com
American Quarter Horse Association Bill Brewer	AQHA P.O. Box 200 Amarillo, TX 79168	806-376-4811	
Greater Houston Horse Council Pauline Singleton	Contact by email, please		pcsing@hal-pc.org

INTERAGENCY, STATE, OR NATIONAL ASSOCIATIONS
(that serve as an information clearinghouse or regularly interact with your agency)

Group or Association Name/ Contact Person	Address	Telephone	E-mail Address
Texas Beef Council, Richard Wortham	8708 Ranch Road 620 North Austin, TX 78726	512-335-2333	rw@txbeef.org
Texas Veterinary Medical Diagnostic Laboratory Dr. Lelve Gayle	Drawer 3040 College Station, TX 77841- 3040	979-845-3414	l-gayle@tvmdl.tamu.edu
Texas Cooperative Extension Program, TX A&M Dr Chester P Fehlis Associate Vice Chancellor and Director Emeritus (Ag agents throughout the state)	Headquarters: Texas Cooperative Extension, The Texas A&M University System 106A Jack K. Williams Administration Building 7101 TAMU College Station, TX 77843- 7101	979-845-7800	

Self-Evaluation Report

Southwest Meat Association Dr. Joe Harris	4103 South Texas Ave., Suite 101 Bryan, TX 77802	979-846-9011	sma.jjh@tea.net
Dairy Farmers of America John Cowan	3500 William D. Tate Ave., Suite 100 Grapevine, TX 76051-7102	817-410-4540	jcowan@dfamilk.com
Independent Cattlemen's Association of Texas Bill Hyman	P.O. Box 1168 Lockhart, TX 78644-1168	512-620-0162	hyman@icatexas.com

LIAISONS AT OTHER STATE AGENCIES

(with which your agency maintains an ongoing relationship, e.g., the agency's assigned analyst at the Legislative Budget Board, or attorney at the Attorney General's office)

Agency Name/Relationship/ Contact Person	Address	Telephone	E-mail Address
Texas Governor's Office Logan Spence	Box 12428 Austin, TX 78711	512-463-3329	lspence@governor.state.tx.us
Texas Board of Veterinary Medical Examiners Ron Allen	333 Guadalupe Street Tower III Suite 810 Austin, TX 78701	512-305-7555	vet.board@tbvme.state.tx.us
Texas Dairy Herd Improvement Association (at A&M) Dr. Michael Tomaszewski General Manager	032 Kleberg Center TAMU-2471 College Station, TX 77843	979-845-0420	mat@dairy.tamu.edu
Texas Department of Health and Human Services			
Division of Emergency Management Jack Colley	5805 N Lamar Austin, TX	512-424-2208	Jack.colley@txdps.state.tx.us
Texas Department of Agriculture Martin Hubert	P.O. Box 12847 Austin, TX 78711	512-475-1636	martin.hubert@agr.state.tx.us
Texas Parks and Wildlife Department Bob Cook	4200 Smith School Road Austin, TX 78744	512-389-4200	

XI. Additional Information

- A. Fill in the following chart detailing information on complaints regarding your agency. Do not include complaints received against people or entities you regulate. The chart headings may be changed if needed to better reflect your agency's practices.**

During fiscal years 2003 and 2004, there were no complaints against the Commission in either law or equity. Although not complaints, the Commission has in the past received extraordinary media interest and public information requests related to the Commission's role during an animal health investigation or outbreak activity. Despite the inordinate number of information and document requests, the agency has been timely and responsive and there have been no complaints.

- B. Fill in the following chart detailing your agency's Historically Underutilized Business (HUB) purchases.**

Texas Animal Health Commission Exhibit 17: Purchases from HUBs				
FISCAL YEAR 2002				
Category	Total \$ Spent	Total HUB \$ Spent	Percent	Statewide Goal
Heavy Construction	0	0	0.0%	11.9%
Building Construction	0	0	0.0%	26.1%
Special Trade	1,437	0	0.0%	57.2%
Professional Services	14,675	14,675	100.0%	20.0%
Other Services	106,147	8,183	7.7%	33.0%
Commodities	1,131,465	86,915	7.7%	12.6%
TOTAL	1,253,724	109,773	8.8%	

FISCAL YEAR 2003				
Category	Total \$ Spent	Total HUB \$ Spent	Percent	Statewide Goal
Heavy Construction	0	0	0.0%	11.9%
Building Construction	0	0	0.0%	26.1%
Special Trade	6,960	5,727	82.2%	57.2%
Professional Services	26,795	26,795	100.0%	20.0%
Other Services	128,687	11,996	9.3%	33.0%
Commodities	825,800	218,010	26.4%	12.6%
TOTAL	988,242	262,528	26.5%	

FISCAL YEAR 2004				
Category	Total \$ Spent	Total HUB \$ Spent	Percent	Statewide Goal
Heavy Construction	0	0	0.0%	11.9%
Building Construction	0	0	0.0%	26.1%
Special Trade	336	0	0.0%	57.2%
Professional Services	19,636	19,636	100.0%	20.0%
Other Services	2,901,864	7,387	0.3%	33.0%
Commodities	1,255,935	387,637	30.8%	12.6%
TOTAL	4,177,771	414,660	9.9%	

C. Does your agency have a HUB policy? How does your agency address performance shortfalls related to the policy?

Yes. TAHC has a HUB policy fully consistent with, and in support of, the mission, goals, and objectives established for Texas HUBs by the Texas Building and Procurement Commission (TBPC). The Centralized Master Bidders List (CMBL) maintained by TBPC is actively utilized by TAHC purchasing personnel to identify potential HUB vendors for all bid solicitations as well as all competitive Requests for Proposals, Requests for Offers, and Requests for Qualifications. HUB Sub-contracting Plans (HSPs) are required for all competitive solicitations of \$100,000 or more and are strongly encouraged, but not required, for solicitations less than \$100,000. The majority of TAHC HUB awards are for professional services, commodities, and for other services.

TAHC is committed to encouraging and promoting HUB participation through actively soliciting HUBs in future competitive solicitations and through continuing its participation in state-wide outreach activities. Solicitation instruments summarize TBPC's HUB goals and guides potential vendors to TBPC so that those eligible for HUB status may complete the TBPC application process and become certified as a HUB. The agency's RFP Guide and contract models include sections that spotlight the importance of HUB participation by qualified vendors in all competitive procurement processes. Historically, TAHC has not expended funds in heavy construction or building construction as the mission of the agency does not lend itself to expenditures for goods or services in these categories.

D. For agencies with contracts valued at \$100,000 or more: Does your agency follow a HUB subcontracting plan to solicit bids, proposals, offers, or other applicable expressions of interest for subcontracting opportunities available for contracts of \$100,000 or more? (Tex. Government Code, Sec. 2161.252; TAC 111.14)

Yes. All solicitations valued at \$100,000 or more, whether via bids, RFPs, RFOs, or RFQs, require a HUB Subcontracting Plan (HSP) by all responding vendors. Additionally, TAHC RFP, RFQ, and RFO instruments include instructions for responding vendors to access TBPC's Centralized Masters Business List (CMBL) so they may actively contact qualified HUB vendors who might provide subcontracting for the primary vendor based on relevant NIGP Class and Item commodity codes. Failure of a responding vendor to include a HSP when one is required is deemed by TAHC as a material failure to comply with the advertised specifications and disqualifies that responding vendor from receiving an award from the solicitation. Responses may also be rejected if the TAHC evaluation team determines that the HSP was not developed in good faith. However, the

success or failure of the prime contractor to subcontract with HUBs in any specific quantity is not indicative of whether the contractor made a good faith effort.

E. For agencies with biennial appropriations exceeding \$10 million, answer the following HUB questions.

	Response / Agency Contact
1. Do you have a HUB coordinator? (Tex. Government Code, Sec. 2161.062; TAC 111.126)	Yes / Fran Robbins, CTPM, (512) 719-0761, frobbins@tahc.state.tx.us
2. Has your agency designed a program of HUB forums in which businesses are invited to deliver presentations that demonstrate their capability to do business with your agency? (Tex. Government Code, Sec. 2161.066; TAC 111.127)	TAHC participates in HUB forums with other state agencies but has not sponsored a forum of its own.
3. Has your agency developed a mentor-protégé program to foster long-term relationships between prime contractors and HUBs and to increase the ability of HUBs to contract with the state or to receive subcontracts under a state contract? (Tex. Government Code, Sec. 2161.065; TAC 111.128)	Yes, TAHC encourages mentor-protégé relationships among prime contractors and HUBs but has not had any successful matches or partnering.

F. Fill in the chart below detailing your agency's Equal Employment Opportunity (EEO) statistics.

Texas Animal Health Commission							
Exhibit 18: Equal Employment Opportunity Statistics							
FISCAL YEAR 2002							
Job Category	Total Positions	Minority Workforce Percentages					
		Black		Hispanic		Female	
		Agency	Civilian Labor Force %	Agency	Civilian Labor Force %	Agency	Civilian Labor Force %
Officials/Administration	21	0%	7%	0%	11%	19%	31%
Professional	49	2%	9%	6%	10%	35%	47%
Technical	24	17%	14%	13%	18%	71%	39%
Protective Services*	83	2%	18%	10%	21%	7%	21%
Para-Professionals	21	14%	18%	10%	31%	95%	56%
Administrative Support	20	0%	19%	30%	27%	100%	80%
Skilled Craft	0	0%	10%	0%	28%	0%	10%
Service/Maintenance	0	0%	18%	0%	44%	0%	26%

FISCAL YEAR 2003							
Job Category	Total Positions	Minority Workforce Percentages					
		Black		Hispanic		Female	
		Agency	Civilian Labor Force %	Agency	Civilian Labor Force %	Agency	Civilian Labor Force %
Officials/Administration	21	0%	7%	0%	11%	19%	31%
Professional	49	2%	9%	4%	10%	37%	47%
Technical	21	19%	14%	14%	18%	71%	39%
Protective Services*	79	3%	18%	10%	21%	8%	21%
Para-Professionals	22	14%	18%	23%	31%	95%	56%
Administrative Support	17	0%	19%	18%	27%	100%	80%
Skilled Craft	0	0%	10%	0%	28%	0%	10%
Service/Maintenance	0	0%	18%	0%	44%	0%	26%
FISCAL YEAR 2004							
Job Category	Total Positions	Minority Workforce Percentages					
		Black		Hispanic		Female	
		Agency	Civilian Labor Force %	Agency	Civilian Labor Force %	Agency	Civilian Labor Force %
Officials/Administration*	107	2%	7%	9%	11%	11%	31%
Professional	49	2%	9%	4%	10%	37%	47%
Technical	23	13%	14%	9%	18%	65%	39%
Protective Services*	0	0%	18%	0%	21%	0%	21%
Para-Professionals	21	5%	18%	24%	31%	90%	56%
Administrative Support	13	0%	19%	23%	27%	92%	80%
Skilled Craft	0	0%	10%	0%	28%	0%	10%
Service/Maintenance	0	0%	18%	0%	44%	0%	26%

Data for each fiscal year is from the State of Texas Annual Report to the Texas Commission on Human Rights. Data was also extracted from the Comptroller's Uniform Statewide Payroll/Personnel System (USPS).

*NOTE: Beginning with fiscal year 2004 data, the agency's approximately 80 Animal Health Inspector positions were changed from the "Protective Services" job category to the "Officials/Administration" job category. This change was made after a review of the federal reporting guidelines published in July 2003. Those guidelines specifically included inspectors as an example of an occupation that falls within the "Officials/Administration" job category.

G. Does your agency have an equal employment opportunity policy? How does your agency address performance shortfalls related to the policy?

Yes. The TAHC equal employment opportunity policy is published in the agency's Employee Handbook. In compliance with the Texas Commission on Human Rights Act, a workforce analysis is conducted each fiscal year to compare the numbers of employees in each job category with the civilian workforce to determine if underutilization exists. To address any areas of underutilization found through the annual workforce analysis, specific recruitment sources are identified to target minority and female candidates for agency job openings.

XII. Agency Comments

The Commissioners, Executive Director, and agency staff are pleased to provide any additional information to assist the Sunset Commission in its review of the Texas Animal Health Commission.

Attachments

The following attachments were provided to the Sunset Commission separately from the completed Self-Evaluation Report on behalf of the Texas Animal Health Commission. This list is provided to readers as a reference.

	SER ATTACHMENT NUMBER	SER ATTACHMENT TYPE
<input checked="" type="checkbox"/>	01: Enabling Statute and Chapters 161 – 168 of the Texas Agriculture Code	Key Functions, Powers, Duties
<input checked="" type="checkbox"/>	02: Annual Reports for FY 2000 – 2004 <ul style="list-style-type: none"> • 02A – Non-financial Data; August 31, 2002 • 02B – Non-financial Data; August 31, 2003 • 02C – Non-financial Data; August 31, 2004 • 02D – Agency Strategic Plan, FY05-09; June 18, 2004 	Key Functions, Powers, Duties
<input checked="" type="checkbox"/>	03: Internal/External newsletters for FY 2003- 2004 <ul style="list-style-type: none"> • 03A – November 2003 • 03B – December 2003 • 03C – January 2004 • 03D – February 2004 • 03E – April 2004 • 03F – May 2004 • 03G – July 2004 • 03H – August 2004 • 03I – September 2004 • 03J – November 2004 • 03K – December 2004 • 03L – January 2005 • 03M – April 2005 	Key Functions, Powers, Duties
<input checked="" type="checkbox"/>	04: List of publications/brochures describing TAHC	Key Functions, Powers, Duties
<input checked="" type="checkbox"/>	05: There are no riders or legislation requiring the agency to perform any studies	Key Functions, Powers, Duties
<input checked="" type="checkbox"/>	06: Other than participating in the Sunset Review process, TAHC is not subject to any legislative or interagency studies	Key Functions, Powers, Duties
<input checked="" type="checkbox"/>	07 & 15: Copy of a study titled <i>Potential Animal Health Concerns Relative to Cattle Fever Ticks, Classical Swine Fever, and Bovine Brucellosis – With Special Emphasis on Texas</i>	Key Functions, Powers, Duties
<input checked="" type="checkbox"/>	08: Commissioner Biographical Information	Policymaking Structure
<input checked="" type="checkbox"/>	09: Current Copy of Texas Administrative Code, Title 4. Agriculture, Part II – Texas Animal Health Commission	Policymaking Structure
<input checked="" type="checkbox"/>	10: Copy - Legislative Appropriations Request for FY 2006 – 2007	Funding
<input checked="" type="checkbox"/>	11: Annual Financial Reports <ul style="list-style-type: none"> • 11A – AFR; August 31, 2002 	Funding

Self-Evaluation Report

	SER ATTACHMENT NUMBER	SER ATTACHMENT TYPE
	<ul style="list-style-type: none"> • 11B – AFR; August 31, 2003 • 11C – AFR; August 31, 2004 	
<input checked="" type="checkbox"/>	12: Operating Budgets <ul style="list-style-type: none"> • 12A – Operating Budget FY 2002 • 12B – Operating Budget FY 2004 • Note: Operating Budget for FY 2003 is included in the LAR; see attachment 10, above. 	Funding
<input checked="" type="checkbox"/>	13: Map of Regional Boundaries	Organization
<input checked="" type="checkbox"/>	14: Quarterly Performance Reports for FY 2002 – 2004 <ul style="list-style-type: none"> • 14A – Outcome, Output/Efficiency Measures FY 2002 • 14B – Outcome, Output/Efficiency Measures FY 2003 • 14C - Outcome, Output/Efficiency Measures FY 2004 	Performance Evaluation
<input checked="" type="checkbox"/>	07 & 15: Copy of a study titled <i>Potential Animal Health Concerns Relative to Cattle Fever Ticks, Classical Swine Fever, and Bovine Brucellosis – With Special Emphasis on Texas</i>	Performance Evaluation
<input checked="" type="checkbox"/>	16 & 17: Copies of all Internal Audit plans and reports <ul style="list-style-type: none"> • 16 & 17 A – Internal Controls for Payroll & Personnel • 16 & 17 B – Follow-up on Computer Network, Disaster Recovery, and Office Building Security • 16 & 17 C – Internal Controls for Cash Disbursements, Purchasing, and Receiving • 16 & 17 D – Laboratory Audit • 16 & 17 E – Program Records • 16 & 17 F – Lampasas Field Office • 16 & 17 G – Fort Worth Field Office • 16 & 17 H – Follow-up on Payroll & Personnel Audit • 16 & 17 I – Follow-up on Legal and Compliance and the Public Information Act • 16 & 17 J – Rockdale Field Office • 16 & 17 K – Beeville Field Office • 16 & 17 L – Business Continuity Plan • 16 & 17 M – Follow-up on Cash Disbursements, Purchasing, and Receiving • 16 & 17 N – Selected Performance Measures Audit • 16 & 17 O – Follow-up on Program Records • 16 & 17 P – Follow-up on Lampasas Field Office 	Performance Evaluation
<input checked="" type="checkbox"/>	18: Copy of SAO Report No. 05-039, a July 2005 Audit Report on the Texas Animal Health Commission	Performance Evaluation
<input checked="" type="checkbox"/>	19: Copy of the FY 2003 Customer Service Report	Performance Evaluation