

Sunset Self-Evaluation Report



***Texas Animal Health Commission
August 2019***

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I. Agency Contact Information

**Texas Animal Health Commission
Exhibit 1: Agency Contacts**

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Table 1 Exhibit 1 Agency Contacts

II. 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.

TAHC's mission is to:

- Protect the animal industry from, and/or mitigate the effects of domestic, foreign and emerging diseases;
- Increase the marketability of Texas livestock commodities at the state, national and international level;
- Promote and ensure animal health and productivity;
- Protect human health from animal diseases and conditions that are transmissible to people; and
- Prepare for and respond to emergency situations involving animals.

Key functions include prevention, surveillance, diagnosis, control and eradication of diseases and parasites that impact livestock and exotic livestock, domestic fowl or exotic fowl.

Animal Health (Cattle, Equine, Avian, Sheep and Goats, Swine, Cervids)

Controlling the movement of livestock and poultry into the state helps ensure that costly eradicated diseases are not reintroduced and that existing diseases are not continually reintroduced. Other prevention activities are the education of producers in disease awareness, ensuring the vaccination of affected or at-risk herds and flocks, and the requirement of vaccinations, tests, and veterinary certification of health of animals prior to entry into the state.

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. Most often this is accomplished by identifying animals to their herds of origin in various movement channels and subsequently inspecting or collecting samples for testing. TAHC surveys animal populations for possible disease problems by collecting blood samples at livestock markets and slaughter plants, and by analyzing private-paid test samples and specimens. 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.

Once disease is suspected, a timely but accurate diagnostic procedure must be completed. It is critical that agency professional personnel not automatically equate a positive surveillance or routine test or observation with actual infection. 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, a prognosis is 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. Herds or flocks that are targeted as high risk for the existence of a regulated disease by the surveillance function are served in one of two ways. Either the diagnosis is refuted and all restrictions removed, or the diagnosis is confirmed and the owner is able to access resources such as professional disease management counseling, sample collection and testing, and indemnification to control and eradicate the disease from their livestock.

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 or sale 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 for sale. 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 known exposed or infected animals is the final element or function of a successful animal health program. The concept of total eradication, with its lasting benefits, is based on the scientific knowledge that when the etiologic or causative agent is eliminated from a group of livestock that these agents do not spontaneously regenerate and if the agent is not reintroduced from indiscriminate purchases or other livestock in the vicinity that the animals will remain free of that particular malady.

The agency's primary mission is protecting animal health, but there are several programs that fall under that mission:

Animal Disease Traceability

Animal Disease Traceability (ADT) is a cooperative program that is jointly funded and administered by the United States Department of Agriculture (USDA) Animal Plant Health Inspection Service (APHIS) and the Texas Animal Health Commission. ADT is an animal identification program to provide for disease control and enhance the ability to trace disease-infected animals or animals that have been exposed to disease. To ensure a rapid response when animal disease events occur, it is important to know where diseased and at-risk animals are located, where they have been, and when. Although animal disease traceability does not prevent disease, an efficient and accurate traceability system reduces the number of animals and response time involved in a disease investigation which, in turn, reduces the economic impact on owners, affected communities, and industries.

Authorized Personnel Program

The Texas Authorized Personnel Program (TAPP) educates and certifies all Texas veterinarians who wish to engage in an activity that is part of a state or federal disease control or eradication program. It also applies to all veterinarians issuing certificates of veterinary inspection for livestock, exotic livestock, fowl, and/or exotic fowl interstate and intrastate.

To be eligible for TAPP status with TAHC, veterinarians must first hold a current, active license to practice veterinary medicine in Texas. They must also have an active Category II Texas Accreditation status with USDA.

Diagnostic Lab

The Texas State-Federal Laboratory in Austin provides laboratory support for TAHC and USDA cooperative programs and surveillance activities. Laboratory technicians and microbiologists support several animal health programs by performing a variety of specialized tests on blood, milk and tissue samples. Laboratory staff also identifies pests, including ticks, mites and suspected screwworms. TAHC participates in the National Animal Health Laboratory Network (NAHLN).

Program Records

The Program Records Department 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.

Legal and Compliance

The legal and compliance department employs an attorney, a legal assistant and compliance officers. These individuals work together with the TAHC field staff to enforce agency regulations, including investigations, prosecutions and settlements. They write and serve demand and

warning letters to violators, file complaints in J.P. court, perform roadblocks and assist in emergency management operations. The General Counsel manages public information requests, serves as the liaison with the Texas Attorney General, and provides legal counsel to the agency.

Emergency Management

TAHC is the state agency responsible for preparing for and responding to emergency situations involving animals. The TAHC Emergency Management Department supports agency planning, training and response activities related to all hazards—whether disease, natural or manmade—which may affect the welfare of livestock or other animals in the state. The department, as well as other agency staff, collaborates with other local, state, and federal agencies, industry stakeholders, and non-governmental organizations towards these ends.

B. Do your key functions continue to serve a clear and ongoing objective? Explain why each of these functions is still needed.

As long as there is a livestock and poultry industry in Texas, a government program that protects that industry from disease and pests will continue to be indispensable for economic and health reasons. Although the federal government plays a part in protecting the industry, much of the work is left to the state.

Animal disease traceability, knowing where and when diseased and at-risk animals are or have been, is important to ensuring a rapid response when animal disease events take place. Although animal disease traceability does not prevent disease, an efficient and accurate traceability system reduces the number of animals and response time involved in a disease investigation; which, in turn, reduces the economic impact on owners and affected communities.

The Texas Authorized Personnel Program (TAPP) authorizes individuals to perform certain regulatory duties in the state of Texas. TAPP is able to authorize these individuals through different trainings offered online and in person throughout the year for both veterinarians and Chronic Wasting Disease (CWD) postmortem sample collectors. TAPP also authorizes veterinarians to conduct bovine trichomoniasis certification. TAPP also handles any issues we might have with individuals not performing their Authorized Personnel duties and takes action to correct these situations. It is imperative that we keep Authorized Personnel trained and up to date on the different disease control and eradication programs we have in Texas since they are playing a vital role in our animal health and disease traceability.

TAHC's state –federal laboratory provides prompt test result reporting and consistent quality of results. The existence of the diagnostic lab ensures that the agency can efficiently and economically perform laboratory assays with relatively short turn around times, which is essential to disease diagnosis. The legal and compliance department ensures that Texans are complying with the statutes and rules that protect the health of livestock and fowl.

The emergency management division ensures the state is prepared for any animal health crisis, including a disease outbreak, a natural disaster, or a man-made disaster. Every year, Texas is hit with hurricanes, flooding and other natural disasters that impact animal agriculture. Additionally,

the industry is continually at risk of a disease outbreak. Currently, the agency is battling cattle fever ticks, anthrax, and vesicular stomatitis. Meanwhile the agency is preparing for the potential of African swine fever arriving in North America, which would almost certainly mean a widespread outbreak in Texas. Working with the industry and other government agencies to be fully prepared for a disease outbreak is the only way to ensure the continuation of the animal food industry.

C. What, if any, functions does your agency perform that are no longer serving a clear and ongoing purpose? Which agency functions could be eliminated?

After careful consideration, the agency does not think there are any functions that no longer serve a clear and ongoing purposes or could be eliminated.

D. Does your agency's enabling law continue to correctly reflect your mission, objectives, and approach to performing your functions?

The enabling statute correctly reflects the agency's mission, objectives and approach.

E. Have you recommended changes to the Legislature in the past to improve your agency's operations? If so, explain. Were the changes adopted?

In the 84th Legislative Session, TAHC recommended that the agency be given oversight of laboratories that perform equine infectious anemia tests because it appeared that USDA might be discontinuing their oversight. House Bill 3738 was passed and added Texas Agriculture Code Section 161.0602 Persons or Laboratories Performing Equine Infectious Anemia Tests.

TAHC requested authority over companion animals in an emergency or disaster, but it was not provided. There is currently not any agency with statutory authority to manage companion animals in an emergency; however, TAHC is considered by TDEM to be the authority.

There have been several requests for additional resources to fight cattle fever ticks, and these have been granted. The agency has asked for a million dollar contingency fund to assist with an unexpected disease outbreak; however it was not granted. TAHC has also asked multiple times for an increase in the executive director's salary to assist with recruitment efforts. A small increase was provided by the 86th Legislature.

F. 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?

TAHC is the only agency in Texas charged with responsibility relative to the health of livestock, poultry and exotic livestock. 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. TAHC works cooperatively with both agencies on issues of mutual concern. USDA – Animal and Plant Health Inspection Service – Veterinary Services has 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.

TAHC conducts annual inspections of garbage feeder facilities and federally inspected meat plants, whereas USDA conduct regular inspections of these facilities. The agency considers it an important system of checks and balances to ensure that potential disease threats are identified and contained.

The TAHC diagnostic laboratory functions do overlap somewhat with the Texas Veterinary Medical Diagnostic Laboratory (TVMDL) animal disease testing, but they are not in competition. There is a Memorandum of Understanding in place (as required in the Appropriations Bill) to reduce duplication of animal disease testing. TAHC uses TVMDL for testing for animal diseases to the extent of its capabilities, unless the TAHC lab can perform the testing for TAHC more cost effectively. The TAHC lab is a member of the National Animal Health Laboratory Network (NAHLN): A network of animal disease diagnostic laboratories that works effectively as a team, provides ongoing disease surveillance, responds quickly to disease events, communicates diagnostic outcomes to decision makers in a timely manner, and has the capability and capacity to meet diagnostic needs during animal disease outbreaks. There is meant to be some overlap with other laboratories to ensure the TAHC lab can assist with overflow cases in the event of an outbreak. Having labs around the country able to perform the same tests ensures “surge capacity” to prove freedom of disease and prevent undue interruptions in the market.

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

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

H. What key obstacles impair your agency’s ability to achieve its objectives?

- USDA is no longer paying federally-inspected slaughter plants to collect samples for brucellosis testing because the prevalence of brucellosis has dropped below a certain standard. As a result, these plants have stopped submitting samples to TAHC’s lab. TAHC continues to require small state-inspected plants to submit samples and is encouraging markets to continue testing with some success. TAHC relied on this testing as the primary means of brucellosis surveillance in the state. The agency still believes there is a threat of disease incursion from in Mexico and from movement of livestock from Designated Surveillance Areas in the Greater Yellowstone Area.
- There are certain TAHC rules that are difficult to enforce, but are necessary to control or eradicate animal diseases. Other agencies have authority that a violation of certain agency rules is a Class C Misdemeanor. (See Texas Parks and Wildlife Code Section 13.112 Penalty.) TAHC would be better able to enforce regulations if our staff could file criminal cases instead of administrative penalties which take more time and resources. Equine Infectious Anemia is a good example of a disease that cannot be controlled unless the rules have the same enforceability as the statute.

- When there is a disease or pest outbreak in another state, TAHC’s Executive Director needs the flexibility to change entry requirements without having to go through the Commission. The process for a rule change is too long to stop a disease from coming into the state during an outbreak.
- Businesses are hesitant to provide needed information to TAHC because once it is in the hands of a state agency, it is subject to the Public Information Act. TAHC would benefit from statutory protection for certain agriculture business information, ensuring confidentiality once it is provided to TAHC. This is especially true when a particular location has been found with a disease or pest on the premises. Protecting that information protects the marketability of the livestock of affected businesses as well as those nearby. It is becoming more common for agriculture businesses to develop Secure Food Supply plans which can help ensure they are able to continue operating during an outbreak. However, these plans contain business information that would be considered confidential. TAHC needs this information for appropriate and effective disease response; however, it should not be subject to open records requests.
- In order to improve traceability in the case of an outbreak, animals need to have official ID before they leave the farm of origin. Currently, certain animals are only required to have an official ID within seven days after movement. This is ineffective when it comes to protecting agriculture in a disease outbreak.
- In a disease outbreak, it is imperative that the agency be able to contract with competent and qualified veterinarians as quickly as possible without going through the competitive bidding process. Currently, veterinarians are not included in the list of jobs that are considered Professional Services in Government Code Section 2254.002, although physicians, nurses and optometrists are. This creates an obstacle in an outbreak situation when the agency has hit the FTE cap, needs additional resources and time is of the essence.

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

Federal indemnity funding for TB-affected herd depopulation is running out. The dairies are bigger than they used to be, so the cost of depopulation is expansive. There could be dairies that are financially devastated and go bankrupt and hold our agency responsible. If they can’t afford to depopulate, TAHC would have to continue to test every 60-90 days potentially thousands of cattle. It’s a huge strain on personnel and budget.

J. Aside from additional staff or funding, what are your agency’s biggest opportunities for improvement in the future? For example, are there other programs or duties the agency could take on to better carry out its mission?

Animal Export Processing Facilities

A significant opportunity for improvement would be if the agency were responsible for regulating animal export processing facilities. When agriculture animals are brought through Texas to be exported to Mexico, they are held at a privately-owned or TDA-operated processing facility. The animals don't necessarily meet Texas entry requirements because they are passing through. When animals are rejected by Mexico, they often remain in Texas. However, the processing facilities do not notify TAHC of the reason for the rejection or where the animals go. This creates risk for the spread of disease or pests and the inability to trace back to the source. In past legislative sessions, Rep. Nevarez has filed a bill asking for the privately-operated facilities to be regulated to ensure they are safe and secure. If TAHC regulated these facilities, it would ensure both issues are resolved. For more details, see Major Issues.

Pullorum Typhoid (PT) Testing

Poultry owners have raised concerns over paying for required PT tests. TAHC personnel could be doing PT testing as agents of TVMDL via an MOU, or instead of TVMDL via a change in statute. TAHC inspectors are already at the premises doing flock-size verification for the TAHC Fowl Registration Program. If antigen and testing kits are made available to the agency without additional costs, the inspectors could also perform PT testing onsite without changing business practices. For more details, see Major Issues.

K. Overall, how does the agency measure its effectiveness in carrying out its objectives?

Generally speaking, the agency measures its effectiveness by the prevention of new animal disease outbreaks and by how quickly a disease outbreak is contained or eradicated. More specifically, the agency's performance measures are used to measure its effectiveness in carrying out its objectives.

In the following chart, provide information regarding your agency's key performance measures, including outcome, input, efficiency, and explanatory measures. Please provide both performance measures listed in the agency's appropriated bill pattern and other performance indicators tracked by the agency. Please provide information regarding the methodology used to collect and report the data.

Texas Animal Health Commission
Exhibit 2: Key Performance Measures — Fiscal Year 2018

Key Performance Measures	Dataset Reference Number*	Calculation	FY 2018 Target	FY 2018 Actual Performance	FY 2018 % of Annual Target
Percent change in the number of fever tick infested premises.	01-01.01	Total the number of free area premises with a status of infested for the current fiscal year. Calculate the percent change between this value and the average of the values from the previous five fiscal years.	(15.00)%	1.00%	(6.67)%
Percent change in diseases and pests of livestock/fowl health significance detected.	01-01.03	Total the number of movement restrictions in Profiler (i.e. hold orders and quarantines recorded with action codes of HO or QH, respectively); premises in Tick Tracker with a status of Infested, Exposed, or Adjacent; restricted herds in SCS. Calculate the percent change between the total for the current fiscal year and average of the previous five fiscal years.	(5.00)%	28.00%	(560.00)%
Number of livestock surveillance inspections and shipment inspections.	01-01-01.01	Total the units/herds recorded using activity codes 003 (sample collection), 008 (inspection), and 016 (livestock shipment inspection).	106,972.00	156,215.00	146.03%
Number of herds evaluated for determination of presence or absence of disease and pests.	01-01-01.02	Total the number of index herds and adjacent herds in Profiler, restricted herds in SCS, infested and exposed herds in Tick Tracker, and the number of foreign animal disease herd investigations.	950.00	1,900.00	200.00%
Number of specimens processed through the State/Federal Cooperative Laboratory System	01-01-02.01	Total the number of samples submitted for testing or identification.	800,000	967,699	120.96%
Number of compliance actions completed.	01-01-03.01	The Legal Coordinator reports the number of compliance actions completed.	1,200.00	1,067.00	88.92%

Table 2 Exhibit 2 Key Performance Measures

- L. Please list all key datasets your agency maintains. Why does the agency collect these datasets and what is the data used for? Is the agency required by any other state or federal law to collect or maintain these datasets? Please note any “high-value data” the agency collects as defined by Texas Government Code, Section 2054.1265.**

The agency does not collect any “high-value data” as defined by the Government Code.

**Texas Animal Health Commission
Exhibit 3: Key Datasets**

Dataset Reference Number	Dataset Name	Description of Data	Data Maintained By	Hyperlink (if publicly available)	Legal Prohibition to Disclosure Y/N
1	rawhide	MySQL database Profiler Application Avian Application TAG Application This database holds information about animal premises and is used to aid in the implementation of programs within the agency. It is not required by state or federal law.	Agency	N/A	N
2	permittracker	MySQL database Permit Tracker Permit tracker data is kept for reporting purposes. We report on permit data for the key measures. We do keep permit info for reporting purposes to USDA.	Agency	N/A	N
3	ticks	MySQL database Tick Tracker We use tick tracker to record the inspections and systematic treatments of cattle from fever tick quarantined premises. We use this information for the reporting of herd status. We are required by the TDA to keep records with respect to our use of coumaphos by approved applicators and those under their supervision for the systematic treatment of cattle. We generally don't share information with respect our fever tick quarantined premises to those other than the owner unless there is an open records request.	Agency	N/A	N
4	Accredited Herds	FileMaker database Accredited Herds It's used to help maintain TB accredited herds for cattle, goats and cervidae. These are herds that choose to do the proper annual testing maintain a free herd. It is collected as part of a cooperative agreement with USDA.	Agency	N/A	N

5	Certified Free Herds	FileMaker database Certified Free Herds It's used to help maintain BR certified herds for cattle, goats and cervidae. These are herds that choose to do the proper annual testing maintain a free herd. It is collected as part of a cooperative agreement with USDA.	Agency	N/A	N
6	roundup	MySQL database Emergency Evacuation Holding Facilities/AIX matrix Information collected about Emergency evacuation holding facilities and is use during an emergency event.	Agency	N/A	N
7	feralswine	FileMaker database Feral Swine Feral Swine is the Feral Swine Holding Facilities and Feral Swine Hunting Preserve database. It is used to help maintain both of these TAHC regulated programs. These facilities go through monthly inspections to remain eligible to house feral swine. The information is collected through a cooperative agreement with USDA.	Agency	N/A	N
8	Approved Feed Yards	FileMaker database Approved Feed Yards It's used to maintain data of yards that are allowed to bring diseased or suspect cattle into the state.	Agency	N/A	N
9	Waste Feeder	FileMaker database Waste Feeder Waste Feeder is the Swine waste feeders. It's used to maintain data of herds that are part of this program. These are facilities that go through inspections to remain eligible to feed restricted food waste to swine. The information is collected through a cooperative agreement with USDA.	Agency	N/A	N
10	CWD Master	Excel spreadsheet CWD Master CWD Master is the Chronic Wasting Disease spreadsheet. It's used to maintain data of all herds participating in this program. The information is collected through a cooperative agreement with USDA.	Agency	N/A	N
11	Trich Approved Facilities	Excel spreadsheet Trich Approved Facilities Trich Approved Facilities is the Trichomoniasis Approved facilities spreadsheet. It's used to maintain all data we collect for the participating facilities. These	Agency	N/A	N

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		facilities are allowed to accept bulls that don't meet the proper trich testing requirements.			
12	Approved Tagging Sites	Excel spreadsheet Approved Tagging Sites The Approved Tagging sites is maintained by Theresa. It's used to maintain data of all facilities that are signed up to accept cattle to tag upon arrival.	Agency	N/A	N
13	HRIS	MySQL database HRIS (TAHC HR Web Application) Used by the HR Department as a source of employment history and actions. WorkFleetTravel (WFT) Application Work/Fleet/Travel (WFT) is an online system that is used for entering, reviewing, and approving work records, fleet usage, fleet expenses, and travel expenses. Emergency Contact Application. HRIS is used by the HR Department as a source of employment history and actions. Other systems used do not hold all the information the HR Department needs. All state agencies are required to track employment for verifications purposes and employment history. Some information in the HRIS system is protected and confidential such as DOB and social security numbers.	Agency	N/A	Y
14	cvi	MySQL database TAHC eCVI application The TAHC eCVI data may not be required to be kept since PR keeps a copy of every CVI issued by TX Vets. We use information from those certificates for reporting purposes.	Agency	https://www.tahc.texas.gov/apps/ecvi/login.php	N
15	Authpersonnel	MySQL database Authorized Personnel Certified Chronic Wasting Disease (CWD) Sample Collecton Authorized Personnel Application (Online application used for CWD Sample Collectors so they can submit their information electronically. Once they click "submit" their information automatically gets dropped into the Authorized Personnel database. Participants are given this login information during class.) The Authorized Personnel database is used to keep track of Authorized Personnel	Agency	https://www.tahc.texas.gov/apps/cwdapp/	N

		<p>certifications (for both veterinarians and CWD Postmortem Sample Collectors), issues and actions on an individual, and contact information for individuals. We use this data to make sure people are "Authorized" by the Commission to perform certain regulatory duties in the state of Texas. We also use this data to run numbers for reports for Commission Meetings, Legislative Sessions, Cooperatives, and Performance Measures.</p>			
16	Feeprocessing	<p>MySQL database Fee Tracker This database was developed assist with tracking fee revenue collected for the CWD program.</p> <p>The database allows the region offices to generate invoices, the financial services department to record payments, and for the extraction of historical program information as needed. (When initially created, this database also assisted with lab invoice processing. This part of the database is no longer applicable.)</p> <p>It is not legally required at this level of detail. Fee Revenue collected is required to be reported through USAS & CAPPs, and is done so through daily deposit processing.</p> <p>We do not distribute the customer's personal information to any third party.</p>	Agency	N/A	N
17	SCS	<p>Oracle database Surveillance Collaboration Services (SCS) Application The SCS is an animal health and surveillance system which provides enterprise-level surveillance and animal health program data for numerous species and diseases to facilitate the detection, management, prevention, investigation, control and eradication of animal diseases.</p> <p>This database holds information about animal premises and is used to add in the implementation of programs within the agency</p> <p>The information is collected as part of a cooperative agreement with USDA</p>	APHIS-USDA	N/A	N

Table 3 Exhibit 3 Key Datasets

III. History and Major Events

1893 – The Livestock Sanitary Commission is established under Governor James Hogg to address cattle fever ticks plaguing portions of Texas and 12 other states.

1917 – Formal cooperative efforts to eradicate bovine tuberculosis begin in Texas and across the nation.

1924 – Foot-and-mouth disease (FMD) is confirmed in cattle south of Houston. FMD was eradicated from the state in 1925.

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.

1959 - Governor Price signs the bill changing the name of the Livestock Sanitary Commission to Texas Animal Health Commission.

1964 – TAHC and USDA eradicate the endemic screwworm from the Texas landscape.

1975 – This year marks the last Texas outbreak of Classical Swine Fever (Hog Cholera). Three years later, the United States is declared free of the disease.

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

1983 – Governor Mark White calls a special session and legislation was passed bringing the Texas Brucellosis program into compliance with federal requirements.

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 goes into effect, 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.

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 – 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.)

1997 – TAHC adopts enhanced testing requirements for Equine Infectious Anemia. These regulations paired with TAHC outreach has reduced animals confirmed with this incurable disease from 750 equine in 1997 to 25 in 2017.

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 – TAHC and USDA start to conduct mandatory scrapie surveillance. Since surveillance started, sheep found positive for scrapie have decreased dramatically and no new positive flocks have been confirmed in Texas since 2016.

In April 2003, Exotic Newcastle Disease 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 – 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.

2005 - 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 all “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.

2006 – Texas is declared Cattle Tuberculosis (TB) free. Achieving free status enables Texas-origin cattle to be transported interstate and to events in the state without a TB test.

2007 – In the aftermath of devastating Gulf Coast hurricanes, TAHC is granted explicit authority to prepare and plan for, respond to, and aid in the recovery from disaster events, including disease outbreaks.

2008 – The USDA officially declares Texas free of Bovine Brucellosis. For the first time in recorded history, all 50 states are brucellosis free.

2009-2010- Texas responded to a large outbreak of piroplasmiasis in horses at a large South Texas ranch. Ultimately, 413 positive horses were identified in Texas and this outbreak led to a lengthy multi-state investigation.

2011 – Texas eradicates brucellosis in domestic swine. This victory removed related interstate movement restrictions on breeding swine leaving Texas.

2015- TAHC work collaboratively with TPWD to respond to the first positive CWD case in a captive WTD facility. TAHC led the response by developing herd plans, initiating traces, and coordinating all disease response activities.

2016 – TAHC and USDA implement a new vaccine to complement existing oral, topical and injectable treatments to aid in cattle fever tick eradication efforts.

2017 – TAHC is the lead agency for coordinating animal issues during Hurricane Harvey. TAHC deploys 119 employees who work with local, state and federal responders and non-governmental organizations to meet the needs of animals and producers.

2014-present- TAHC responds to four large dairy complexes with TB in the Panhandle.

2014-present: Due to incursions of the cattle fever tick outside the permanent quarantine area, there is a Temporary Quarantine Area consisting of approximately 400,000 acres in Cameron and Willacy Counties that encompasses a large wildlife area under USFWS management. This tick outbreak is particularly challenging because of a large population of an exotic nilgai antelope that is a competent host and can travel long distances. TAHC continues to work with refuge personnel, USDA, and other local parties to eradicate the tick.

2014-present: Besides the tick outbreak listed above, TAHC also responds to cattle fever tick outbreaks in Kleberg, Jim Wells, and Live Oak Counties as well as continues to support USDA efforts in border Cattle Fever Tick Eradication Program counties.

IV. Policymaking Structure

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

**Texas Animal Health Commission
Exhibit 4: Policymaking Body**

Member Name	Term / Appointment Dates / Appointed by	Qualification	City
Coleman H. Locke, Chairman	6 years / 4-30-04 / Governor	Beef Cattle	Wharton
Joseph G. "Joe" Osterkamp	6 years / 7-12-18 / Governor	Dairy	Muleshoe
William Edmiston, Jr., D.V.M.	6 years / 4-10-02 / Governor	Sheep and Goat	Eldorado
Jim Eggleston	6 years / 3-8-16 / Governor	General Public	Weatherford
Ken Jordan	6 years / 10-7-07 / Governor	Livestock Market	San Saba
Wendee C. Langdon, Ph.D.	6 years / 7-12-18 / Governor	General Public	Lubbock
Joe L. Leathers	6 years / 10-31-13 / Governor	Equine	Guthrie
Thomas E. Oates	6 years / 10-31-13 / Governor	Exotic Livestock/Fowl	Huntsville
Keith M. Staggs	6 years / 7-12-18 / Governor	Poultry	Gonzales
Leo D. Vermedahl, Ph.D.	6 years / 3-8-16 / Governor	Feedlot Industry	Dalhart
Mike Vickers, D.V.M.	6 years / 10-1-06 / Governor	Veterinary Profession	Falfurrias
Eric D. White	6 years / 10-31-13 / Governor	General Public	Mt. Home
Barret J. Klein	6 years / 7-12-18 / Governor	Swine	Boerne

Table 4 Exhibit 4 Policymaking Body

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

As outlined in TAC 59.2 General Responsibilities,

(1) The Commission shall formulate the policy objectives for the agency and shall appoint and supervise the agency's Executive Director. The Commission shall approve actions of the Executive Director where such approval is required by law, requested by the Executive Director, or desired by the Commission.

(2) The Commission shall propose, adopt, and amend regulations as required by the Government Code, Chapter 2001.

(3) The Commission shall determine the amount of the agency's requests for legislative appropriations, and approve the operating budget.

(4) The Commission shall supervise the agency's Internal Auditor.

(5) When allowed by law, the Commission may delegate any power or duty to a committee of its members or to the agency's Executive Director. The Chair may establish a committee and appoint committee members in an open meeting. The Chair may appoint committee members who are not members of the Commission, but a committee with such members will be advisory only and may not take final action on any issue.

(6) The Commission shall issue final orders and assess administrative penalties as outlined in the Government Code, Chapter 2001 and Chapter 32 of this title (relating to Hearing and Appeal Procedures).

C. How is the chair selected?

Texas Agriculture Code, Sec. 161.024. Presiding Officer dictates that the governor shall designate a member of the commission as the presiding officer of the commission to serve in that capacity at the pleasure of the 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 TAHC policymaking body or its responsibilities.

E. In general, how often does your policymaking body meet? How many times did it meet in FY 2017? In FY 2018?

Commission meetings typically take place three times a year. In FY 2017, the Commission held three meetings. In FY 2018, three meetings were planned; however, in December 2017, they lost their quorum at the last minute, so records show that the Commission only held two meetings that fiscal year.

F. Please list or discuss all training members of the agency's policymaking body receive. How often do these members receive training?

All newly appointed Commissioners receive extensive two-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 and all the statutory chapters under which the agency undertakes its mission. The initial training regimen introduces and includes training regarding Commission rules.

As required by Government Code Sec. 161.023. MANDATORY TRAINING PROGRAM FOR COMMISSIONERS, new Commission members are provided information regarding:

- (1) the enabling legislation that created the commission;
- (2) the programs operated by the commission;
- (3) the role and functions of the commission;
- (4) the rules of the commission with an emphasis on the rules that relate to disciplinary and investigatory authority;
- (5) the current budget for the commission;
- (6) the results of the most recent formal audit of the commission;
- (7) the requirements of the:
 - (A) open meetings law, Chapter [551](#), Government Code;
 - (B) open records law, Chapter [552](#), Government Code; and
 - (C) administrative procedure law, Chapter [2001](#), Government Code;
- (8) the requirements of the conflict of interest laws and other laws relating to public officials; and
- (9) any applicable ethics policies adopted by the commission or the Texas Ethics Commission.

G. What information is regularly presented to your policymaking body to keep them informed about the agency's operations and performance?

During each regularly scheduled Commission Meeting, 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 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.

H. 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 comprised of thirteen Commissioners who represent various segments of the animal livestock industry. 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. For issues related to exotic livestock and cervidae, the Commission has utilized representatives of industry associations to develop appropriate rules.

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.

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.

At least twice a year, the public will be provided an opportunity to appear at Commission meetings to speak on any issue under the Commission's jurisdiction. The Chair may limit the time allotted to a speaker.

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

The Animal Health Commission does not have any Advisory Committees.

**Texas Animal Health Commission
Exhibit 5: Subcommittees and Advisory Committees**

Name of Subcommittee or Advisory Committee	Size / Composition / How are members appointed?	Purpose / Duties	Legal Basis for Committee (statute or rule citation)	Creation and Abolishment Dates
Audit Subcommittee	3 Commissioners Appointed by the Chair	To review all Audit issues and reports to the Commission	TAC 59.2 General Responsibilities.	n/a
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.	TAC 59.2 General Responsibilities	n/a

Name of Subcommittee or Advisory Committee	Size / Composition / How are members appointed?	Purpose / Duties	Legal Basis for Committee (statute or rule citation)	Creation and Abolishment Dates
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 an HR issue that the full Commission feels they should evaluate and make recommendations.	TAC 59.2 General Responsibilities	n/a

Table 5 Exhibit 5 Subcommittees and Advisory Committees

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.

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 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.

House Bill 1, 86th Legislature Regular Session riders that significantly impact TAHC’s budget:

TAHC specific riders:

4. Provides TAHC with Unexpended Balance (UB) authority in the biennium.

7. Provides additional general revenue of \$520,000 each year of the biennium contingent on upon cost recovery for Animal Health Programs being generated and deposited to the credit of the General Revenue Fund in Strategy A.1.1, Field Operations.

C. Show your agency’s expenditures by strategy.

**Texas Animal Health Commission
Exhibit 6: Expenditures by Strategy — 2018 (Actual)**

Goal / Strategy	Amount Spent	Percent of Total	Contract Expenditures Included in Total Amount
A.1.1. Strategy: FIELD OPERATIONS	\$10,823,010.18	72.42%	\$2,863,802.92
A.1.2. Strategy: DIAGNOSTIC/EPIDEMIOLOGICAL SUPPORT	\$1,104,108.24	7.39%	\$400,411.57
A.1.3. Strategy: PROMOTE COMPLIANCE	\$358,061.25	2.40%	\$11,821.99
A.1.4. Strategy: ANIMAL EMERGENCY MANAGEMENT	\$228,902.09	1.53%	\$19,697.65
B.1.1. Strategy: CENTRAL ADMINISTRATION	\$1,281,890.32	8.58%	\$250,890.06
B.1.2. Strategy: INFORMATION RESOURCES	\$885,851.71	5.93%	\$243,667.02
B.1.3. Strategy: OTHER SUPPORT SERVICES	\$262,918.60	1.76%	\$137,746.02
GRAND TOTAL:	\$14,944,742.38	100%	\$3,928,037.23

Table 6 Exhibit 6 Expenditures by Strategy

D. Show your agency's sources of revenue.

**Texas Animal Health Commission
Exhibit 7: Sources of Revenue — Fiscal Year 2018 (Actual)**

Source	Amount
001 – GENERAL REVENUE	\$13,042,561.01
555 – FEDERAL FUNDS	\$1,900,166.87
666 – APPROPRIATED RECEIPTS	\$2,014.50
TOTAL	\$14,944,742.38

Table 7 Exhibit 7 Sources of Revenue

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

**Texas Animal Health Commission
Exhibit 8: Federal Funds — Fiscal Year 2018 (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 except for a 40% match on the Brucellosis Eradication Program	\$5,036,017.48	\$2,650,295.23 (\$1.9M Spendable)	\$7,686,312.71
TOTAL		\$5,036,017.48	\$2,650,295.23	\$7,686,312.71
(*Federal Share includes indirect and benefit amounts to reflect total federal funds received for FY 2018. The spendable portion is only 1.9M, connecting this amount to Exhibit 7 above.)				

Table 8 Exhibit 8 Federal Funds

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

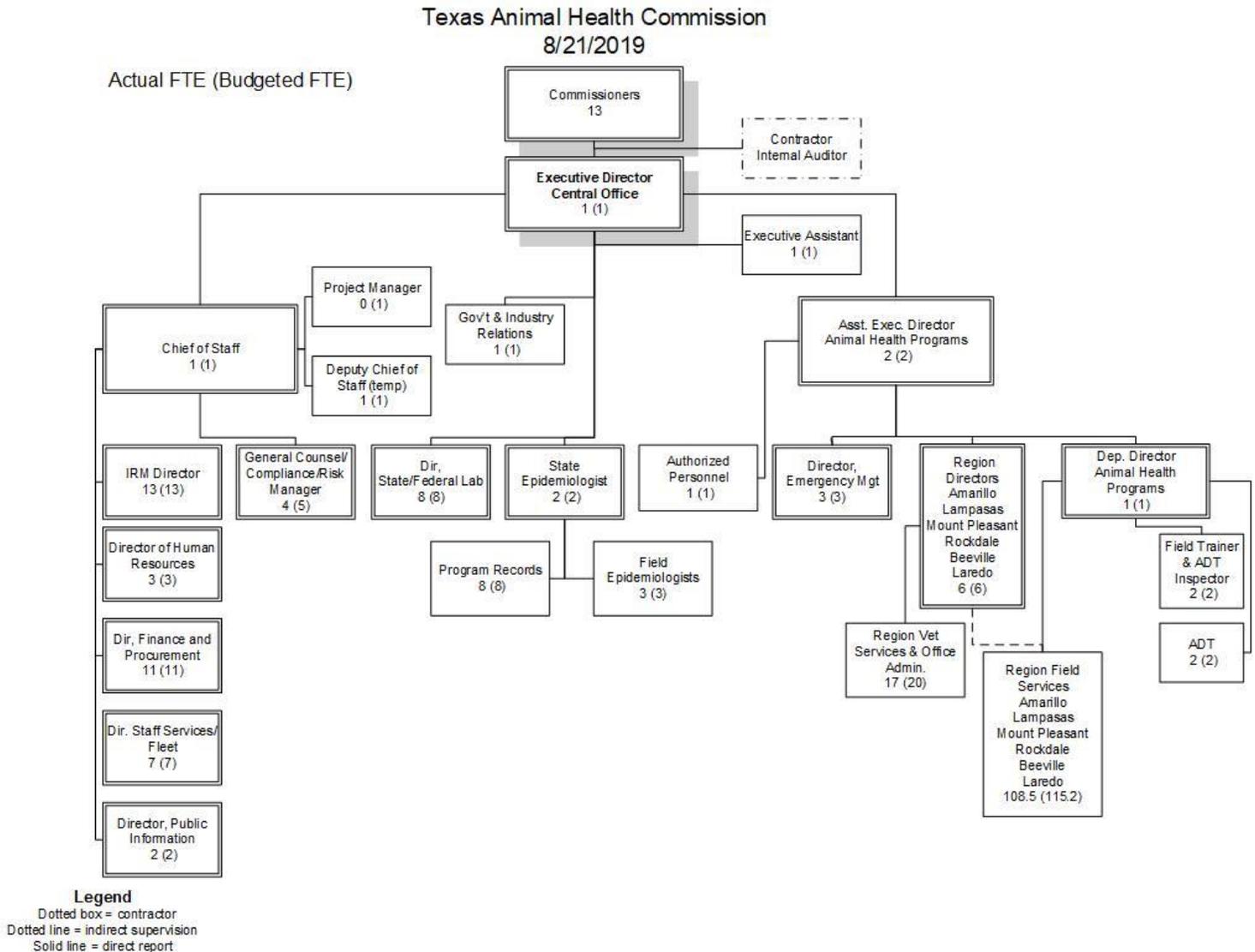
**Texas Animal Health Commission
Exhibit 9: Fee Revenue — Fiscal Year 2018**

Fee Description/ Program/ Statutory Citation	Current Fee	Fees Set by Statute or Rule?	Statutory Maximum or Minimum	Number of Persons or Entities Paying Fee	Fee Revenue	Where Fee Revenue is Deposited
Certificates of Veterinary Inspection (CVI)	\$7 per CVI (Electronic); \$70 per book (Paper - 10 CVIs per Book)	Rule	N/A	691 veterinarians	\$502,334	General Revenue Fund
CWD Inspection	\$100/Hour	Rule	N/A	97 Persons	\$10,850	General Revenue Fund
Fowl Registration Program	\$35 - \$800; Different Fowl Classes are different Fees	Rule	N/A	620 Persons	\$55,595	General Revenue Fund

Table 9 Exhibit 9 Fee Revenue

VI. Organization

- A. Provide an organizational chart that includes major programs and divisions, and shows the number of FTEs in each program or division. Detail should include, if possible, department heads with subordinates, and actual FTEs with budgeted FTEs in parenthesis.



B. TAHC Office Locations.

TAHC leases all office space from private entities, not other government agencies. However, all field offices provide workspace for USDA veterinarians or animal health technicians.

Texas Animal Health Commission
Exhibit 10: FTEs by Location — Fiscal Year 2019

Headquarters, Region, or Field Office	Location	Co-Location? Yes / No	Number of Budgeted FTEs FY 2019	Number of Actual FTEs (as of SER submission)
Central Office / Headquarters	Austin	No	72.2	68.5
State/Federal Laboratory	Austin	No	8	8
Amarillo Region	Amarillo	Yes	16.5	12.5
Sulphur Springs Region	Sulphur Springs	Yes	19.5	19.5
Beeville Region	Beeville	Yes	13	12
Stephenville Region	Stephenville	Yes	16	13
Rockdale Region	Rockdale	Yes	20	20
Laredo Region	Laredo	Yes	55	54
			TOTAL: 220.2	TOTAL: 207.5

Table 10 Exhibit 10 FTEs by Location

C. What are your agency's FTE caps for fiscal years 2017–2020?

- FY 2017 – 185.2
- FY 2018 – 220.2
- FY 2019 – 220.2
- FY 2020 – 220.2

D. How many temporary or contract employees did your agency have in fiscal year 2018? Please provide a short summary of the purpose of each position, the amount of expenditures per contract employee, and the procurement method of each position.

At the end of FY2018, TAHC had a total of 24 temporary positions on our payroll, all of them tied to the cattle fever tick outbreak. These positions were not contracted, but instead were hired through our recruitment and selection process.

- 1 Temporary Accounts Payable Accountant – A two-year position to aid the financial services department in additional duties created by the fever tick outbreak (support for additional inspectors, paying for additional equipment, servicing increased travel, etc.). This position is being eliminated 8/31/19.
- 1 Temporary Investigator – A two-year position to handle compliance issues in the border region as well as provide compliance support for the Texas Cattle Fever Tick Eradication Program. The position was intended to help the agency better assess the long-term needs with compliance in that area of the state. This position may become permanent.
- 22 Temporary Livestock Inspectors – Responsible for technical and specialized work related to the Cattle Fever Tick Eradication Program. Initially duties include assisting USDA in feeding white-tailed deer ivermectin-treated corn in the areas of Cameron and

Willacy Counties. Duties have evolved to include tracing, inspection and/or treatment of animals with fever ticks, scabies, screwworm or other parasitic infestations. Conducting complex investigations of possible illegal movement or smuggling of livestock and other conditions or programs of particular interest to the TAHC, including but not limited to cattle fever ticks, brucellosis, tuberculosis and bovine trichomoniasis. These positions were temporary in the expectation that they would be eliminated ones the ticks were eradicated. Some of these positions will become permanent due to the difficulty in eradicating ticks.

The TAHC had one contracted employee in FY 2018. There was \$3,770.50 expended on this contracted employee in FY 2018. The contract was for a Field Program Specialist Consultant to assist in addressing complex issues related to the TB epidemiological investigation and tracing of exposed animals. This contract was awarded after a Request For Proposals (RFP) was solicited, and this was the third year renewal of the contract.

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 — Fiscal Year 2018**

Program	Actual FTEs FY 2018	Budgeted FTEs FY 2019	Actual Expenditures FY 2018	Budgeted Expenditures FY 2019
Animal Disease Traceability	0	0	\$898,573.67	\$947,500
Diagnostic Administration	13.1	15	\$587,442.05	\$527,271
Avian Health	0	0	\$226,761.84	\$229,000
Cattle Health	0	0	\$4,456,410.60	\$6,827,517
Central Administration	14.6	14.5	\$1,108,081.99	\$1,252,885
Cervid Health	0	0	\$191,097.37	\$218,000
Emergency Management	3	3	\$581,343.24	\$333,420
Equine Health	0	0	\$291,448.09	\$321,000
Swine Health	0	0	\$260,909.31	\$291,420
Legal & Compliance	4.1	4	\$309,906.25	\$361,297
Sheep / Goat Health	0	0	\$86,796.13	\$106,000
Field Operations Administration	141.2	167.7	\$4,898,926.17	\$3,661,654
Information Resources	9.8	12	\$821,353.63	\$1,021,285
Other Support Services	3.5	5	\$225,692.04	\$251,019
TOTAL	189.3	220.2	\$14,944,742.38	\$16,349,268

Table 11 Exhibit 11 List of Program FTEs and Expenditures

VI. Guide to Agency Programs

Animal Disease Traceability

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

Name of Program or Function: Animal Disease Traceability

Location/Division: Central Office

Contact Name: Russell Iselt

Statutory Citation for Program: The State statutory authority is found under Texas Agriculture Code, Title 6, Subtitle C, Chapter 161, Section 161.056. Federal Authority is found in the Federal Register, Vol. 78, No. 6, Department of Agriculture, Animal and Plant Health Inspection Service, 9 CFR Parts 71, 77, 78, 86, et al.

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

Animal Disease Traceability (ADT) is a cooperative program that is jointly funded and administered by the United States Department of Agriculture (USDA) Animal Plant Health Inspection Service (APHIS) and the Texas Animal Health Commission (TAHC). ADT is an animal identification program to provide for disease control and enhance the ability to trace disease-infected animals or animals that have been exposed to disease. To ensure a rapid response when animal disease events occur, it is important to know where diseased and at-risk animals are located, where they have been, and when. Although animal disease traceability does not prevent disease, an efficient and accurate traceability system reduces the number of animals and response time involved in a disease investigation; which, in turn, reduces the economic impact on owners, affected communities, and industries. The ADT program serves as the foundation of animal disease and emergency response, by providing the ability to accurately identify and trace livestock. Program rules and activities are designed to comply with and support national uniform program standards, acceptable forms of official identification and documentation requirements.

C. What evidence can you provide that shows the effectiveness and efficiency of this program or function? In Exhibit 12, provide a list of statistics and performance measures that best convey the effectiveness and efficiency of this program or function. Also, please provide the calculation or methodology behind each statistic or performance measure. Please do not repeat measures listed in Exhibit 2 unless necessary to understand the program or function.

**Texas Animal Health Commission
Exhibit 12: Program Statistics and Performance Measures — Fiscal Year 2018**

Program Statistics or Performance Measures	Dataset Reference Number* (if applicable)	Calculation (if applicable)	FY 2018 Target	FY 2018 Actual Performance	FY 2018 % of Annual Target
Percent increase in Participation in Animal Disease Traceability Programs	1.1.5 (Outcome)	Total the number of Premises Identification Numbers in SPS, the scrapie flocks in SCR, and the fowl registration permits in profiler avian. Calculate the percentage change in this number between the current fiscal year and the previous fiscal year.	15%	16%	106.67%

Table 12 Exhibit 12 Program Statistics and Performance Measures *See Exhibit 2

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.

During its inception, cattlemen used brands and earmarks to identify their cattle. Over time, the program has been refined to incorporate the latest technology available for livestock identification. Uniquely numbered ear tags and back tags were the mainstay for years. Increasingly, electronic identification devices are now utilized to facilitate accurate identification and tracking of animals at the speed of commerce.

In 2003, the USDA implemented the National Animal Identification System for tracing of livestock and poultry, the purpose being facilitation of disease investigations and providing assurance of freedom of disease for international trade. This was a federally administered program to be implemented by state animal health officials and supported by cooperative agreement funds. This effort was met with limited success, primarily due to concerns over the issue of premises registration and the cost to producers. In 2010, USDA revised its efforts under the ADT framework, focusing primarily on a “bookend” approach as opposed to capturing each movement of livestock and poultry during production cycles. In 2013, a federal rule was adopted establishing requirements for identification of livestock moving interstate. The TAHC ADT program is refined as appropriate to comply with and support this national effort.

Over the years, TAHC maintained various traceability data sources by collecting and storing identification data required for testing, movement, change of ownership, and other applicable animal health disease programs. These include, but are not limited to data collected and/or stored from interstate and intrastate certificates of veterinary inspection (ICVIs), bovine brucellosis and tuberculosis test charts, scrapie tag distribution, and interstate permits.

Texas is currently working toward achievement of an animal disease traceability system that will both accommodate animal industry concerns and satisfy basic ID requirements, state and federal, for intra and interstate animal traceability. Tag allocations are documented in a central database using either a Texas-specific location-based identification number (LID) or national premises identification number (PIN), based on the type of official ID and/or producer preference. In order

to achieve USDA ADT goals and improvements in traceability, TAHC has placed emphasis on transitioning from a primarily paper based system to electronic capture of regulatory and movement data.

- E. List any qualifications or eligibility requirements for persons or entities affected by this program, such as licensees, consumers, landowners, for example. Provide a statistical breakdown of persons or entities affected.**

This program serves all animal agriculture populations to include, but not limited to, cattle owners/breeders/feeders, dairy operators, poultry producers, swine producers, equine owners/producers/equestrians, sheep and goat producers, exotic livestock and fowl producers, auction markets, livestock shows and rodeos, stakeholder organizations and veterinarians. When an animal is determined to have a disease or potentially be exposed to a disease, the agency can effectively trace that animal's movement, and that of other animals in the same or adjacent areas, to determine the source and potential spread of the disease.

- F. Describe how your program or function is administered, including a description of the processes involved in the program or function. Include flowcharts, timelines, or other illustrations as necessary to describe agency policies and procedures. Indicate how field/regional services are used, if applicable.**

Administration of Official Identification Devices

All recipients of official identification devices must first have a PIN, LID, or Flock ID and provide that number to the distributor for proper reporting. TAHC ADT staff will continue to register premises/operations, process address exceptions, and issue the allocated PINs, LIDs, and/or Flock ID numbers. Additionally, TAHC Region office staff are available to register premises and issue LIDs. Producers with a valid PIN, LID, or Flock ID are encouraged to purchase official identification devices from an USDA approved tagging manufacturer or supplier. TAHC will provide or direct producers to the lists of approved official ID devices and tag manufacturers' contact information. For official ID devices USDA is offering at no-cost (e.g. National Uniform Eartagging System (NUES) tags, Scrapie tags, etc.), TAHC will submit the requests for these devices from USDA supply or under USDA contracts to be distributed to field offices, producers, markets, or operations that are eligible to receive these official ID devices at no-cost. These no-cost official ID devices will be shipped directly from USDA supply or contracted tag manufacturers at USDA's expense; the shipping costs for any devices redistributed from TAHC will be paid for with state funds. TAHC will continue to support and promote the use of electronic identification. TAHC will assist NUES and visual only ID distributors and users with the USDA planned transition to electronic identification. TAHC will contact all Texas NUES tag distribution partners to issue a NUES tag recall and provide electronic ID transition information. TAHC will use ADT cooperative agreement funds to purchase official electronic devices and applicators for animal disease and regulatory work. After RFID tags are applied to the animals, the RFID devices are able to be scanned/read by standard ISO compliant readers. Electronic readers are available for purchase by animal health agencies, markets, operations, and producers from the manufacturers. TAHC field personnel regularly use handheld readers, wands, and stationary readers paired with handheld PDAs and laptops to electronically capture the animal identification numbers and upload the data into the

appropriate systems using MIMS; while conducting testing, disease response, trace work, and assisting with livestock identification. TAHC plans to lead by example and make a transition internally by having all TAHC field personnel start to use electronic identification only.

Maintaining Distribution Records of Official Identification Devices

TAHC personnel assign and/or verify the LID or PIN for the recipient, record tag allocation data, and report AIN RFID tags distributions to the TAHC ADT department. The tag distribution records for official AIN RFID tags are entered and maintained in AIMS and SCS by TAHC ADT staff. TAHC personnel collect tag allocation data for all NUES tags distributed through this agency. NUES tag allocation records are reported into SCS. TAHC uses Swine PIN tags with scannable barcodes when conducting swine testing. Initial tag distributions to the Region offices are recorded in SCS. When applied, the tag allocations are reported on the swine test charts for data entry into SCS. Sheep and goat tag orders and distribution records are maintained in AIMS. In order for Accredited Veterinarians to obtain and distribute RFID devices, they must become AIN device managers and are responsible for reporting. When a veterinarian issues NUES tags to a producer for identification purposes only (not documented on an official animal health record), they are required to collect tag allocation data and are encouraged to submit tag allocation records electronically into our secure online TAHC Tag Allocation Application. Alternatively, an Official Tag Allocation paper form may be completed and mailed to TAHC ADT Department for data entry into SCS. Livestock markets and Approved tagging sites are required to keep tag allocation records for a minimum of five years and to make the records available upon request.

Maintaining Animal Health and Movement Records

Animals and their identification numbers are recorded on all animal health, testing, vaccination, and movement records. In order to decrease data entry errors and optimize the search ability of electronic records, TAHC is working to increase volume of electronically captured and submitted records. TAHC is carrying out the following activities to increase the number of electronic records, including: integration of legacy data into SCS, continue to establish data entry standards and accuracy monitoring, data entry of official tag allocation data submitted on paper, upload of official tag allocation data reported electronically into SCS, continue PIN and LID assignments for tag allocations and herd test records, promote electronic capture of identification data, data entry of identification data obtained from paper animal health records, upload of identification data from electronically submitted animal health records, enhance capability to accept, process, and search electronic ICVIs, scanning of all paper ICVIs for interstate movement of all species with or without IDs, and data entry and upload of ICVIs for cattle with official ID into searchable system. TAHC contracts with Square 9 Software Assurance for the software to scan, index, and store the scanned copies of ICVIs. TAHC plans to increase and track the utilization of electronically searchable eCVI systems by Accredited Veterinarians. TAHC will continue to promote the use of electronic ICVIs. The number of animals and the number of shipments that move interstate is monitored and verified by a monthly inspection of all paper and electronic ICVIs. The number of paper ICVIs, electronic ICVIs, and category II accredited veterinarians using electronic ICVIs are calculated at the end of each month by TAHC staff.

Information Systems and Data Sharing

The vast majority of animal disease traceability data collected in Texas is entered and stored in USDA maintained standardized animal health systems, such as the SCS, SCR, EMRS2, LIMS, ADTIS-SPIS, and ADTIS-AIMS, with only a few exceptions. Therefore, data collected and entered into these systems is electronically accessible to TAHC and USDA animal health officials, when needed. At this time, no online searchable database will be accessible for other states to view Texas data. TAHC is available during normal business hours for any sharing of data with other States and Federal Animal Health Officials. Currently, TAHC has only one in-house developed traceability system, TAHC online Tag Allocation Application. Created to receive NUES tag allocation reports from tag distribution partners that do not have access to SCS, e.g. accredited veterinarians, AgriLife county extension agents, and TAHC field personnel. It is accessible with login credentials on the TAHC ADT webpage and is electronically searchable by TAHC ADT and IT staff. Although the data is compatible, there are no immediate plans for integration.

Outreach and Education

TAHC continues to promote and educate Texas livestock industry and stakeholders about advancing animal disease traceability. Outreach efforts are made on a daily basis by our field, office, and public relations staff. TAHC ADT Staff is available by phone, email, and in person to answer questions. TAHC maintains a detailed ADT webpage that is reviewed and updated quarterly, vital updates are made as needed. TAHC PIO issues news releases, electronic newsletters, handouts, fact sheets, brochures, and regularly posts to social media. TAHC Field staff regularly provide in-person contact at livestock markets, special sales, rodeos, exhibitions, special events, make ADT presentations and work information booths at industry meetings and conferences. TAHC plans to promote the use and acceptance of eCVIs by educating livestock shows and other collection points on the ease of use and benefits. TAHC plans to conduct intensive outreach efforts to educate accredited veterinarians and producers on how to obtain premises ID and official electronic ID. Due to limited federal cooperative funding, all travel expenses and outreach materials costs is paid for with state funds.

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).

All federal funds originate from the United State Department of Agriculture (USDA). The TAHC standard practice is that expenses are incurred and then a claim for reimbursement is submitted to USDA.

- General Revenue - \$522,802.66
- Federal Funds - \$375,771.01
- Appropriated Receipts

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

The USDA is a cooperative partner with TAHC on animal disease traceability. They are a federal entity and these programs are established to have the state and federal government work cooperatively.

- 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 cooperative agreements in place between TAHC and USDA that include work plans and funding agreements.

- 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.**

Animal Disease Traceability (ADT) is a cooperative program that is jointly funded and administered by the United States Department of Agriculture (USDA) Animal Plant Health Inspection Service (APHIS) and the Texas Animal Health Commission (TAHC). The program is supported by annual cooperative agreements and three-year plans that outline how Texas plans to continue development and compliance with the Federal ADT Rule. TAHC is the primary administrator of the program in Texas.

- K. If contracted expenditures are made through this program please provide**

- a short summary of the general purpose of those contracts overall;
- the amount of those expenditures in fiscal year 2018;
- the number of contracts accounting for those expenditures;
- the method used to procure contracts;
- top five contracts by dollar amount, including contractor and purpose;
- the methods used to ensure accountability for funding and performance; and
- a short description of any current contracting problems.

The contracted expenditures were for goods and services needed for the administration of the program. The total amount expended for 2018 was \$70,261.38 in eight different contracts. The methods used to ensure accountability for funding is a CAPPS requisition process which includes approval of necessity and availability of funding. For performance accountability, management oversees application of the good/service, reporting on quality of the goods/services. Current contracting problems are that there are a limited number of vendors that provide animal health equipment for the state. The top five contracts are:

- 18-0497 – \$21,200.94; The method of procurement was Delegated Authority, minimum of 3 quotes (2-HUB Vendors, 1-Non HUB Vendor). The contractor was Allflex. The purpose was the procurement of RFID wands.
- 18-0505 - \$24,924.37; The method of procurement was DIR Contract (DIR-TSO-3646). The contractor was Wester Data Systems. The purpose was procurement of Trimble Nomads.

- 18-0589 - \$14,200.00; The method of procurement was Delegated Authority, minimum of 3 quotes (2-HUB Vendors, 1-Non HUB Vendor). The contractor was Allflex. The purpose was procurement of swine tags and tag pliers.
- 18-0507 - \$9,051.75; The method of procurement was DIR Contract (DIR-TSO-3763), HUB Vendor. The contractor was SHI Government Solutions. The purpose was procurement of Dell docking stations.
- 18-0572 - \$309.50 The method of procurement was Delegated Authority, Open Market (under \$1,000), Procurement Card. The contractor was Temple Tag. The purpose was procurement of Ear Tag insertion pins.

L. Provide information on any grants awarded by the program.

No grants have been awarded by this program.

M. Are there any barriers or challenges that impede the program's performance, including any outdated or ineffective state laws? Explain.

The biggest challenge is that there is a lack of support for this program by the industry until there is a crisis. Official ID is not required on all cattle. If it were required, and all animals under movement were traceable, it would significantly improve the effectiveness of animal traceability.

A second challenge is that the transition from paper to electronic systems has been slow. An Animal Health Automated Information System – Animal Health Tracking System would accelerate the transition from paper systems to electronic data capture and transfer. The agency would establish an on-line permitting feature for interstate livestock shipments within this System, capturing data pertaining to these movements in real-time manner. RFID readers and tags would ensure that animal identifications can be easily captured and recorded.

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

A rapid, reliable and accurate traceability system is a must-have for responding to disease outbreaks within our animal industries. The economic health of Texas is directly impacted if our major animal agricultural species were to become infected with a foreign disease. Although animal disease traceability does not prevent disease, an efficient and accurate traceability system reduces the number of animals and response time involved in a disease investigation; which, in turn, reduces the economic impact on owners, affected communities, and industries. Additionally, the public health is directly impacted by the threat of zoonotic diseases (spread from animals to humans and vice versa).

O. 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.**

TAHC works cooperatively with USDA on ADT compliance and enforcement activities to ensure compliance with ADT federal and state requirements for official identification and animal movement as defined in 9 CFR Part 86 and Title 4, Texas Administrative Code. TAHC office staff monitors premises registrations, tag distributions, tag allocation records, movement records, and submitted complaints for potential compliance issues. TAHC field staff monitors operations, animals, animal movements, documents, and submitted complaints for potential compliance issues. All compliance issues are reported to TAHC Legal Department to investigate any alleged violations and follow up enforcement actions. Possible enforcement actions include consultations, warning letters, and filing legal action with county courts. To avoid duplication of reporting, TAHC provides the number of investigations and enforcement activities to our USDA-AVIC to augment the USDA-VS quarterly ADT Enforcement Action Summary Report.

- P. For each regulatory program, if applicable, provide detailed information on complaint investigation and resolution. Please adjust the chart headings as needed to better reflect your agency's particular programs. If necessary to understand the data, please include a brief description of the methodology supporting each measure.**

Data on complaints related to cattle and sheep/goats not having required ID tags are included under each species' program.

Central Administration

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

Name of Program or Function: Central Administration

Location/Division: Central Office / Executive, Finance, Human Resources

Contact Name: Chief of Staff Larissa Schmidt

Statutory Citation for Program: Texas Agriculture Code Sec. 161

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

Central Administration provides direction, supervision, and support to the rest of the agency. This program consists of general administration including commissioners, executive administration, human resources, financial and procurement services (including budget, accounting and purchasing), public information for employee and producer education and government / industry relations.

Executive Director / State Veterinarian

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/State Veterinarian coordinates animal health programs with industry, the state legislature, other branches of state government, USDA, other branches of the federal government, and the United Mexican States.

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. The role of executive director as the State Veterinarian is considered a leader in animal agriculture issues at the national and international level. The position is asked to participate in issues pertaining to animal agriculture at the national level, and other states and countries around the world.

Chief of Staff

The Chief of Staff, who reports to the Executive Director, is responsible for all of the operational functions of the agency that indirectly support service delivery for all animal health programs. The position is responsible for overseeing 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; public information functions, legal and compliance activities of the agency, staff services activities including management of inventory and fleet, and the agency's information technology function.

The Chief of Staff is charged with:

- 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.

Human Resources

Human Resources reports to the Chief of Staff 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 making 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.
- 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;
- developing methods and procedures for gathering, compiling and analyzing statistical human resources data and ensuring the confidentiality and integrity of data entered into CAPPS;
- 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.

Financial Services

The Director of Financial Services, who reports to the Chief of Staff, 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.

Public Information and Communications

Agency communications are led by the agency Director of Communications, who reports directly to the Chief of Staff. The communications and public information function 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.

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;
 - coordinating the biennial agency strategic planning process.
- C. What evidence can you provide that shows the effectiveness and efficiency of this program or function? In Exhibit 12, provide a list of statistics and performance measures that best convey the effectiveness and efficiency of this program or function. Also, please provide the calculation or methodology behind each statistic or performance measure. Please do not repeat measures listed in Exhibit 2 unless necessary to understand the program or function.**

This is a support program, part of the TAHCs Indirect Administration. There are no statistics or performance measures to convey effectiveness and efficiency of this program and as such, (C) is not applicable.

- 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. If the response to Section III of this report is sufficient, please leave this section blank.**

The program has evolved since 1893 both in size and complexity, but the population and needs served remain the same.

- E. List any qualifications or eligibility requirements for persons or entities affected by this program, such as licensees, consumers, landowners, for example. Provide a statistical breakdown of persons or entities affected.**

Not applicable.

- F. Describe how your program or function is administered, including a description of the processes involved in the program or function. Include flowcharts, timelines, or other illustrations as necessary to describe agency policies and procedures. Indicate how field/regional services are used, if applicable.**

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.

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).

- General Revenue - \$1,108,081.99
- Federal Funds
- Appropriated Receipts

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

Not applicable.

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.

Not applicable.

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.

Not applicable.

K. If contracted expenditures are made through this program please provide

- a short summary of the general purpose of those contracts overall;
- the amount of those expenditures in fiscal year 2018;
- the number of contracts accounting for those expenditures;
- the method used to procure contracts;
- top five contracts by dollar amount, including contractor and purpose;
- the methods used to ensure accountability for funding and performance; and
- a short description of any current contracting problems.

The contracts were for goods and services needed for the administration of the program. The total amount expended for 2018 was \$250,890.06 in 82 different contracts. The methods used to ensure accountability for funding is a CAPPS requisition process which includes approval of necessity and availability of funding. For performance accountability, management oversees application of the good/service, reporting on quality of the goods/services. Current contracting problems are that there are a limited number of vendors that provide animal health equipment for the state. The top five contracts are:

- 18-0003 – \$102,504.65; The method of procurement was interagency cooperation with Texas Facilities Commission (TFC) for Office Lease. The contractor was Montwalk Holdings LTD. The purpose was the lease for the central office building.
- 18-0247 - \$11,609.28; The method of procurement was Delegated Authority, RFP Process for Service. The contractor was Unified Service Associates. The purpose was janitorial and cleaning for the central office building.
- 18-0026 - \$26,695.56; The method of procurement was exemption for competitive bidding under Texas Government Code, 2155.001, services for public utilities. The contractor was City of Austin. The purpose was electricity for the central office building.
- 18-0121 - \$19,014.44; The method of procurement was: The contractor was AT&T. The purpose was phone service for the central office building.
- 18-0243 - \$18,000.00; The method of procurement was Interagency Cooperation with Texas Department of Information Resources (DIR), TEX-AN Contract: The contractor was Texas Department of Information Resources (DIR). The purpose was phone service for the central office building.

L. Provide information on any grants awarded by the program.

No grants have been awarded by this program.

M. Are there any barriers or challenges that impede the program's performance, including any outdated or ineffective state laws? Explain.

There are no provisions in Article VI of the Appropriations Act that will allow TAHC to have access to contingency funds when diseases of significant consequence are discovered during a biennium when funds have already been allocated. Lack of contingency funding is problematic for the agency and could potentially halt needed operations because disease emergence cannot be anticipated in advance. A solution would be to add a rider to the TAHC's Appropriations Bill that will allow the agency to solicit approval through the Governor's Office and the LBB to use set-aside funds for disease response when needed.

Additional set-aside funding for disease outbreaks would ensure that TAHC has the ability to always provide necessary protection for the state's animal agriculture, which has a major impact on the state's economy. The agency suggests a contingency fund amount of \$1,000,000.

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

Not applicable.

O. 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.

Not applicable.

- P. For each regulatory program, if applicable, provide detailed information on complaint investigation and resolution. Please adjust the chart headings as needed to better reflect your agency's particular programs. If necessary to understand the data, please include a brief description of the methodology supporting each measure.**

Not applicable.

Diagnostic Administration / State-Federal Laboratory

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

Name of Program or Function: Diagnostic Administration / State-Federal Laboratory

Location/Division: State-Federal Laboratory in Austin, TX

Contact Name: Dr. Roger Parker, Lab Director

Statutory Citation for Program: Texas Agriculture Code Chapter 161

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

The State-Federal Laboratory provides testing and surveillance for regulatory program diseases affecting the livestock industry including cattle, bison, swine, sheep, goats, alpacas, cervids, and equine. The majority of clients are private veterinarians who are nationally accredited by USDA and state authorized by TAHC. The Lab provides cattle and swine disease testing for private livestock markets and private small slaughterhouses, as well as cattle and swine disease testing for the Texas Department of Criminal Justice (TDCJ). The Lab also provides all-livestock-species brucellosis confirmation testing for the Texas A&M Veterinary Medical Diagnostic Laboratory (TVMDL), and cattle brucellosis testing and cattle and equine ectoparasite identification for USDA. Regulatory testing on livestock samples collected by TAHC inspectors and field veterinarians is also performed by the Lab. As an example, the TAHC Lab provides confirmatory equine infectious anemia (EIA) testing on private horses. Also, the Lab provides EIA testing on confiscated horses for some of the sheriff's departments in Texas. The Lab tests some samples from private out-of-state veterinarians and state agriculture departments. This testing accounts for less than 5% of the Lab's workload.

- C. What evidence can you provide that shows the effectiveness and efficiency of this program or function? In Exhibit 12, provide a list of statistics and performance measures that best convey the effectiveness and efficiency of this program or function. Also, please provide the calculation or methodology behind each statistic or performance measure. Please do not repeat measures listed in Exhibit 2 unless necessary to understand the program or function.**

The key performance measure related to the lab is listed above.

- 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. If the response to Section III of this report is sufficient, please leave this section blank.**

In 1939, the agency operated a single laboratory in Austin. By the 1970s the lab program had evolved into solely mobile labs, all focused on bovine brucellosis testing. Eventually multiple fixed labs came online (Austin, Lubbock, Fort Worth, Palestine, San Antonio, San Angelo, Amarillo) with additional diseases tested. After some decreased sampling and increased commercial courier services, by 2013, lab locations were reduced back to one, in Austin.

The State-Federal Laboratory is a Level 3 Laboratory within the National Animal Health Laboratory Network (NAHLN; coordinated by USDA). The NAHLN is part of a nationwide strategy to coordinate the work of all organizations providing animal disease surveillance and testing services, which can prepare for and respond to a large-scale animal disease outbreak.

As of this year, USDA is no longer paying federally-inspected cattle slaughter plants to collect samples for brucellosis testing because the prevalence of brucellosis has dropped and the last positive Bovine Brucellosis confirmation was in 2011. As a result, these plants have stopped submitting samples to TAHC's Lab. Several positions in the Lab were eliminated as a result of the significant decrease in testing. TAHC continues to require small state-inspected plants to submit samples and is encouraging markets to continue testing with some success. TAHC relies on this testing as the primary means of brucellosis surveillance in the state. The agency still believes there is a threat in Mexico that is not being addressed by USDA and has submitted a proposal to USDA about why Texas should continue testing.

- E. List any qualifications or eligibility requirements for persons or entities affected by this program, such as licensees, consumers, landowners, for example. Provide a statistical breakdown of persons or entities affected.**

Following is a breakdown of the persons or entities who submit samples to the lab:

- Private veterinarians—DVM, State License, USDA Accreditation, TAHC Authorized Personnel Program: 480
- Federal veterinarians—DVM: 40
- TAHC employees: 100
- USDA employees: 75

- State-inspected slaughter houses: 38
- Livestock market veterinarians--DVM, State License, USDA Accreditation, TAHC Authorized Personnel Program: 2

F. Describe how your program or function is administered, including a description of the processes involved in the program or function. Include flowcharts, timelines, or other illustrations as necessary to describe agency policies and procedures. Indicate how field/regional services are used, if applicable.

TAHC has developed and maintains a premier surveillance laboratory operated by 7 trained personnel. Annually, the TAHC Lab processes nearly 60,000 test samples. On behalf of state and national programs, the Lab continues to evaluate new technologies and procedures for efficacy and efficiency. The Lab operates its internal quality assurance procedures to conform to recognized international standards, including:

- Establishing and maintaining a quality assurance program for laboratory integrity and employee safety
- Ensuring compliance to approved protocols and procedures to maintain sample integrity throughout the testing process
- Reporting accurate results to producers and veterinarians in a timely manner

The TAHC Lab supports State-Federal cooperative programs, which explains why it is identified as the TAHC State-Federal Laboratory. Laboratory responsibilities include supporting agency responses to endemic and foreign animal disease outbreaks. The Lab provides surveillance assistance to the TAHC and USDA-APHIS-Veterinary Services veterinarians and epidemiologists by conducting serological testing for the detection of the presence of antibodies for bacterial (brucellosis, tuberculosis) and viral (pseudorabies, equine infectious anemia) diseases and by bacterial culturing for *Brucella* species. In continuing support of the Fever Tick, Scabies, and Screwworm disease eradication and surveillance programs, Lab technicians and microbiologists provide presumptive identification on ticks, mites, and fly larvae before forwarding the specimens to the National Veterinary Services Laboratories (NVSL) at Ames, IA, for confirmation.

brucellosis testing remains a major activity of the Lab. Samples are collected by slaughter plants from test eligible (sexually intact) cattle being processed in Texas slaughter plants. The Lab also receives blood specimens collected from test eligible cattle (18 months or older, sexually intact) that move through the Texas livestock markets. Livestock market blood is Brucellosis Card tested at the markets by an accredited veterinarian and forwarded to the Lab for confirmation testing. Other quantities of blood are received for export testing requirements, health certificates for livestock show animals, interstate movement health certificates, and brucellosis-free herd certification. Swine, equine, goats, deer, and exotics such as antelope, camel, llama, alpaca, buffalo, zebra, and baboon are also brucellosis tested at the Lab.

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).

All federal funds originate from the United State Department of Agriculture (USDA). The TAHC standard practice is that expenses are incurred and then a claim for reimbursement is submitted to USDA.

- General Revenue - \$548,890.52
- Federal Funds - \$38,551.53
- Appropriated Receipts

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

The Texas A&M Veterinary Medical Diagnostic Lab (TVMDL) provides similar services to the same population. TVMDL serves as a full-service, fee-based diagnostic lab for all classes of animals (livestock, companion animals, wildlife, etc.) within and outside of Texas. Conversely, TAHC Lab provides prioritized testing services for TAHC regulatory veterinarians and inspectors as well as a limited selection of screening tests for accredited and authorized private veterinarians for movement qualification of livestock. TAHC provides these private veterinarians with very prompt turn-around-time for results and multi-distribution of USDA-mandated and TAHC-mandated official submission forms (for USDA and TAHC program diseases—e.g., brucellosis, pseudorabies).

Concerning the appearance of duplication of equine infectious anemia testing, TVMDL provides initial screening of private veterinarian submissions, and the TAHC Lab provides regulatory confirmation of responding regulatory submissions for assurance of animal identity and disease status before implementation of animal isolation, premises quarantines, regulatory testing of exposed and adjacent equine, and eventual euthanasia of infected equine.

Concerning Brucella cultures, that is the only culture service that the TAHC Lab provides, using five specialized media for prioritized isolation attempts; whereas TVMDL offers nearly the full range of culture capabilities with dozens of specialized media without prioritization of Brucella.

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.

TAHC lab and TVMDL have a Memorandum of Understanding as required by a rider in the Appropriations Act which says, "Laboratory Testing. It is the intent of the Legislature that laboratory testing for animal diseases be performed at the Texas Veterinary Medical Diagnostic Laboratory (TVMDL) to the extent of its capabilities, unless the Texas Animal Health Commission (TAHC) State-Federal Laboratory can perform the testing for TAHC programs more cost effectively. Furthermore, the TAHC will use funds appropriated by this Act to enter into an interagency memorandum of understanding to work with TVMDL to reduce duplication and ensure that all testing is performed in Texas to the extent possible."

Both labs also coordinate with each other as members of the National Health Laboratory Network to provide support to nationally targeted surveillance for key, high-consequence endemic, emerging, and foreign livestock diseases, assuring sufficient laboratory competencies, capacities, and resiliencies.

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.

The Lab is a Cooperator with USDA APHIS in the following areas:

- USDA awards the lab with \$46,000 annually to serve as a Level 3 Laboratory within the NAHLN, to support testing and reporting.
- Through the Qualified Swine Pseudorabies Program, USDA awards the lab \$4500 annually to provide testing.

K. If contracted expenditures are made through this program please provide

- a short summary of the general purpose of those contracts overall;
- the amount of those expenditures in fiscal year 2018;
- the number of contracts accounting for those expenditures;
- the method used to procure contracts;
- top five contracts by dollar amount, including contractor and purpose;
- the methods used to ensure accountability for funding and performance; and
- a short description of any current contracting problems.

The contracted expenditures were for goods and services needed for the administration of the program. The total amount expended for 2018 was \$336,317.70 in 97 different contracts. The method used to ensure accountability for funding is a CAPPs requisition process which includes approval of necessity and availability of funding. For performance accountability, management oversees application of the good/service, reporting on quality of the goods/services. Current contracting problems are that there are a limited number of vendors that provide animal health equipment for the state. The top five contracts are:

- 18-0001 – \$187,387.34; The method of procurement was interagency cooperation with Texas Facilities Commission (TFC) for Office Lease. The contractor was KFG Cameron CE. The purpose was the lease for the lab building.
- 18-0025 - \$18,996.00; The method of procurement was exemption from competitive bidding under Texas Government Code, 2155.001, services for public utilities. The contractor was City of Austin. The purpose was the electricity for the lab building.
- 18-0122 - \$18,697.78; The method of procurement was a term contract (#962-M2) The contractor was Lone Star Overnight. The purpose was procurement for shipping.
- 18-0140 - \$15,000.00; The method of procurement was a direct publication - not available from any other source. The contractor was LabLynx. The purpose was annual renewal of laboratory software.

- 18-0247 - \$11,609.28; The method of procurement was delegated authority, RFP Process for Service: The contractor was Unified Service Associates. The purpose was janitorial & cleaning service for the lab building.

L. Provide information on any grants awarded by the program.

No grants have been awarded by this program.

M. Are there any barriers or challenges that impede the program's performance, including any outdated or ineffective state laws? Explain.

Not applicable.

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

Not applicable.

O. 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.

Not applicable.

P. For each regulatory program, if applicable, provide detailed information on complaint investigation and resolution.

Not applicable.

Emergency Management

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

Name of Program or Function: Emergency Management

Location/Division: Statewide / Animal Health

Contact Name: Jeff Turner, Director of Emergency Management

Statutory Citation for Program: Texas Agriculture Code Sec. 161.0416***Statutory Citation for Program: Texas Government Code Sec. 418.190*****B. What is the objective of this program or function? Describe the major activities performed under this program.**

Emergency management (EM) assists in the coordination of planning, evaluation, sheltering transportation, and care of large (livestock and poultry) and small animals (companion and service) in all types of disasters including natural (including biological and radiological) and disease.

Emergency Planning and Preparedness: The EM Department is involved in planning and preparedness programs with industry, local, state, and federal partners. For animal disease issues, the department promotes the development of Secure Food Supply plans and initiatives with industry to increase preparedness for animal disease outbreaks and infestations. These efforts incorporate business continuity planning with those government plans which will be utilized for animal disease response. These planning efforts are coordinated in conjunction with state and federal disease response planning efforts to ensure the integration of public and private response capabilities.

Natural disaster planning and preparedness efforts are focused on integrating animal issues into local and state response plans. This includes incorporating livestock, poultry, and exotic livestock and fowl issues into local natural disaster plans, as well as the promotion of the federal standards for integration of companion and service and assistance animals. These efforts are achieved in partnership with a local jurisdiction's Animal Issues Committee and various state level agencies.

Emergency Response Coordination: The TAHC is the lead state agency responsible for the response to animal disease outbreaks/infestation in the State. The agency is also tasked as the lead agency for the coordination of animal issues in natural disasters. In both disease outbreaks/infestations and natural disasters, the EM Department provides subject matter expertise in emergency management principles, which includes planning, communication, coordination with stakeholders and partners, and the organization of a structured response.

Outreach, Education and Training: The EM Department works closely with executive staff to ensure adequate outreach, education, and training is conducted both internally and with external stakeholders and partners. Outreach and education includes all opportunities to discuss animal issues with public and private stakeholders, such as conferences, workshops, and meetings. This includes outreach to partners in other states through national organizations and workgroups. The Department also provides internal and external training related to animal emergency management principles and processes. This includes the organization and maintenance of a well trained and qualified incident management team to respond to both natural and disease incidents.

- C. What evidence can you provide that shows the effectiveness and efficiency of this program or function? In Exhibit 12, provide a list of statistics and performance measures that best convey the effectiveness and efficiency of this program or function. Also, please provide the calculation or methodology behind each statistic or performance measure. Please do not repeat measures listed in Exhibit 2 unless necessary to understand the program or function.**

**Texas Animal Health Commission
Exhibit 13: Program Statistics and Performance Measures — Fiscal Year 2018**

Program Statistics or Performance Measures	Dataset Reference Number* (if applicable)	Calculation (if applicable)	FY 2018 Target	FY 2018 Actual Performance	FY 2018 % of Annual Target
Number of Emergency Response Hours	1.1.4.1	The total number of hours recorded using project codes: 003 (Emergency Management Response – Natural or man-made) and 015 (Emergency Management Response – Disease)	4,000	5,936	148.4%
Animal Disease Emergency / Preparation Hours	1.1.4.2	The total number of hours recorded using project codes: 002 (Emergency Management Planning – Natural or Man-Made) and 014 (Emergency Management Planning – Disease) or Event Code EMX (Emergency Management Exercise)	8,000	8,730	109.13%

Table 13 Exhibit 13 Program Statistics and Performance Measures *See Exhibit 2

- 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. If the response to Section III of this report is sufficient, please leave this section blank.**

The 2002 hiring of a designated emergency management position was a response to an outbreak of Foot and Mouth Disease in the United Kingdom in 2001, which raised awareness and concern regarding similar outbreaks in the United States. The position was mainly concerned with the livestock industry and animal disease response, though it also covered natural disaster response to incidents involving livestock and large animals.

Hurricane Katrina and the federal adoption of the PETS Act in 2006 (Pets Evacuation and Transportation Standards (PETS) Act (42 U.S.C.A. § 5196 a-d (2006)), as well as subsequent adoption of Simba’s Law (2007, Texas H.B. No. 88) in Texas, Tex. Gov’t Code §418.043(11) (2009) added a focus on including companion and service animals. The Gov’t Code states, “The Texas Division of Emergency Management shall assist political subdivisions in developing plans for the

humane evacuation, transport, and temporary sheltering of service animals and household pets in a disaster.” When the State of Texas began to implement the new code in 2009 for including the “small” animal side of emergency response, the TAHC was tasked by the Texas Division of Emergency Management under the direction of Chief Jack Colley as the lead agency for all animals. This expanded the response role, increasing the jurisdictional scope to add a coordination responsibility in natural disasters on a larger scale than before. Since the 2019 changes within the Texas Division of Emergency Management, the duties of agencies will be tasked by the Chief of TDEM if these tasks are not clearly defined in statute. Since TAHC has been the “go to” agency for coordination of all animals during disaster response, TAHC anticipated this not to change on future disaster response. Over time, additional emergency management positions were added in order to manage the increased scope and there are now three FTEs included in the Emergency Management Department. Additionally, all TAHC personnel are considered response assets and are required to maintain training compliant with NIMS requirements.

E. List any qualifications or eligibility requirements for persons or entities affected by this program, such as licensees, consumers, landowners, for example. Provide a statistical breakdown of persons or entities affected.

In support of the TAHC’s emergency management and homeland security mission, the EM Department’s programs are aimed at two major population groups: industry partners (all livestock and poultry disciplines, to include exotic livestock and fowl) and local jurisdictions (city and county).

Texas has more than 248,800 farms and ranches. On these farms and ranches, there are 12.3 million head of cattle and calves, 490,000 head of dairy cattle, 1,040,000 head of commercial, and transitional swine, 750,000 head of sheep, 906,000 head of goats, 1,066,800 head of equine (horses, mules and donkeys) and 136,345,942 of poultry. During an animal disease outbreak, EM would serve all owners of susceptible species, as well as those service providers who supply needed commodities to these farms and ranches by coordinating all activities related to containing the disease outbreak.

F. Describe how your program or function is administered, including a description of the processes involved in the program or function. Include flowcharts, timelines, or other illustrations as necessary to describe agency policies and procedures. Indicate how field/regional services are used, if applicable.

The EM department is administered by the Assistant Executive Director (AED) of Animal Health Programs. The EM director communicates daily with the AED on the status of all agency disease responses as well as potential threats which may impact animal agriculture within the state. Field staff within the agency are considered first responders for natural or manmade disasters and animal disease emergencies. Duties associated with response activities are considered essential functions of the employees’ jobs. Their positions are subject to participating in rotating temporary duty assignments sometimes away from their regular designated headquarters for up

to two weeks at a time. These duties may involve working in adverse conditions, may require irregular working hours and overtime, and may include duties other than those specified in the standard position description.

Some of the preparation and response activities carried out by the TAHC include:

- Staffing agency liaison or representative positions in State Operations Center, Disaster District Committees, and local Animal Issues Committees for both pre-incident planning and response purposes.
- Hosting and running the Animal Response Operations Coordination Center (AROCC) during disasters to help coordinate animal response activities statewide.
- Providing subject matter expertise on animal health and disease, large animal handling, sheltering and resource requests, assistance with carcass disposal issues, and potential animal-related recovery resources for individual producers.
- Coordinating the deployment of the Texas A&M Veterinary Emergency Team for support of veterinary medical needs in disasters.
- Maintaining a list of potential large animal holding facilities across the state which may be utilized in disasters.
- Participating in state and national exercises as well as conducting in-house training and exercises to further prepare for natural and animal-disease emergencies.
- Working with industry, state and federal response partners on secure food supply plans for use in outbreaks of high-consequence diseases.

The EM Department works closely with several partners and stakeholders on both disease and natural disaster related planning and response. The Department works very closely with USDA and other agencies that support the Emergency Support Function -11 (Agriculture and Natural Resources); to include the Texas Department of Agriculture, Texas A&M Agrilife Extension Service, Texas A&M College of Veterinary Medicine and Biomedical Sciences, Texas Commission on Environmental Quality, and the Texas Division of Emergency Management. The Department also partners with industry stakeholders representing those animal agriculture species groups which fall under the agency's jurisdiction. Several additional private animal organizations which do not fall under TAHC's purview also serve as partners in planning and emergency response, generally in relation to natural disaster response. For natural disaster planning and response, the EM Department cooperates and partners with local jurisdiction Animal Issues Committees and other members of the State Homeland Security Council.

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).

- General Revenue – \$581,343.24
- Federal Funds
- Appropriated Receipts

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

TAHC works together with several animal related agencies and partners to ensure adequate coverage of preparedness and response capabilities. There is no duplication in function between these agencies since the model for animal planning and response is based on a team or committee approach. The response to animal issues in disasters relies on a team approach and each entity is necessary to get the job done.

Texas A&M College of Veterinary Medicine Veterinary Emergency Team (VET) assists local jurisdictions in writing preparedness plans. The potential overlap between agencies is possible, however, TAHC's focus is to bring awareness to jurisdictions' global preparedness at a high level where the A&M VET assists with detailed tactical plan writing.

Texas A&M Agrilife also serves to help in the planning process for jurisdictions and responds to disasters involving animals. Agrilife is also one of the partners within the Animal Issues committees and therefore serves as a member in the team approach.

Because TAHC is the lead agency coordinating all animal issues during disasters, it is made sure that there are not duplications in functions or tasks during an incident. TAHC EM ensures that all bases are being covered and that each partner agency is respectively doing what has been tasked and agreed upon ahead of time.

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.

Since 2009, TAHC has been designated the lead state agency for coordinating all animal issues in disasters. Due to the clear lanes and defined roles and responsibilities, very little overlap or confusion has occurred in large scale incidents. In places where duplication of functions have occurred, it was more out of the necessity of needing additional resources. Due to this, a resource from both Agrilife and TAHC may be performing the same duty (ex: getting feed to stranded cattle). By nature of response, some duties will need to be duplicated due to shortage of resources. Again, that is why the team effort continues to work efficiently for the animal response portion.

The Animal Response Plan clearly defines the roles of each assisting agency or partner. This plan is reviewed and agreed upon annually by all partners and stakeholders. 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.

K. If contracted expenditures are made through this program please provide

- a short summary of the general purpose of those contracts overall;
- the amount of those expenditures in fiscal year 2018;
- the number of contracts accounting for those expenditures;
- the method used to procure contracts;
- top five contracts by dollar amount, including contractor and purpose;
- the methods used to ensure accountability for funding and performance; and
- a short description of any current contracting problems.

The contracts were for goods and services needed for the administration of the program. The total amount expended for 2018 was \$60,162.29 in 44 different contracts. The methods used to ensure accountability for funding is a CAPPs requisition process which includes approval of necessity and availability of funding. For performance accountability, management oversees application of the good/service, reporting on quality of the goods/services. Current contracting problems are that there are a limited number of vendors that provide animal health equipment for the state. The top five contracts are:

- 18-0366 – \$27,913.70; The method of procurement was Emergency Purchase (Hurricane Harvey). The contractor was Texas & Southwester Cattle Raisers Association. The purpose was services provided during Hurricane Harvey.
- 18-0053 - \$8,538.00; The method of procurement was Emergency Purchase (Hurricane Harvey) by Procurement Card. The contractor was Texas Best RV Rentals. The purpose was rental of RVs for Hurricane Harvey.
- 18-0057 - \$7,006.31; The method of procurement was Emergency Purchase (Hurricane Harvey) by Procurement Card. The contractor was Magnum Trailers. The purpose was procurement of 18' gooseneck trailer.
- 18-0287 - \$2,440.38; The method of procurement was Delegated Authority, Open Market (under \$5,000). The contractor was Infosat Able Holding Inc. The purpose was procurement of services for satellite phones.
- 18-0347 - \$1,500.00; The method of procurement was an Interagency Agreement with Texas A&M University: The contractor was Texas A&M University. The purpose was Brucellosis and Tuberculosis Regulatory Training for TAMU CVM Students.

L. Provide information on any grants awarded by the program.

No grants have been awarded by this program.

M. Are there any barriers or challenges that impede the program's performance, including any outdated or ineffective state laws? Explain.

None.

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

The mission of TAHC 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. During an emergency situation, each cornerstone of the TAHC mission may be threatened. Therefore, it is appropriate that TAHC is the lead for animal emergencies within Texas.

As the lead agency, TAHC along with the USDA, plan, collaborate, and coordinate with the states' animal health-related agencies, agriculture industries, and other related agencies and parties. TAHC and USDA work to prevent and respond to foreign animal disease outbreaks, dangerous parasite or pest infestations, and bioterrorism. The agencies are ready to assist in response and recovery during natural or man-made catastrophes, including fires, floods, and hurricanes, in accordance with the FEMA Emergency Response Plan and/or the State of Texas Emergency plan in the following areas: Animal ownership identification, livestock restraint/capture, carcass disposal, coordinating livestock evacuation, consulting on animal health and public health concerns, and chemical/biological terrorism issues. TAHC has a proven track record with Hurricane Harvey and has been a lead state with activities and planning involving the foreign animal disease threat of African Swine Fever.

O. 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.

Not applicable.

P. For each regulatory program, if applicable, provide detailed information on complaint investigation and resolution. Please adjust the chart headings as needed to better reflect your agency's particular programs. If necessary to understand the data, please include a brief description of the methodology supporting each measure.

Not applicable.

Field Operations

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

Name of Program or Function: Field Operations

Location/Division: Statewide / Animal Health and Epidemiology

***Contact Name: Dr. Angela Daniels, Asst Director of Animal Health and
Dr. Susan Rollo, State Epidemiologist***

Statutory Citation for Program: Texas Agriculture Code Chapter 161

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

Field Operations administers, directs, and supports, all Animal Health programs for TAHC. Animal Health programs are broken into more specific categories by species and emergency deployments. The field staff are comprised of animal health inspectors, field veterinarians, epidemiologists, and regional directors. Other departments and administration within TAHC support the staff and activities of field operations. This work supports the health, productivity, and marketability of livestock in Texas and allows for preparation and response to emergency situations involving animals.

Animal Health

The Assistant Executive Director (AED) for Animal Health Programs is responsible for field operations. The AED supervises six regional directors, who are veterinarians. The directors are responsible for both administrative and field activities within their regions. Each region has one or two field veterinarians who assist the regional director with the veterinary components of the program activities in the field. Each region also has one or two supervising inspectors who supervise the livestock inspectors. TAHC livestock inspectors assist veterinarians with testing activities and complete inspections. Each region is supported by an epidemiologist.

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 generally work with both a TAHC veterinarian and livestock inspector. USDA Accredited and Texas Authorized 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 TAHC and the producer, follow up diagnostic procedures are completed by the livestock inspector and the field veterinarian.

Inspectors 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.

Epidemiology

The State Epidemiologist and field veterinarian epidemiologists provide epidemiology consultation and oversight to region operations as needed to support the various state and federal disease eradication programs and to support other TAHC disease management programs. Epidemiology responsibilities included, but are not limited to:

- Providing oversight and consulting support related to diagnostic and epidemiological activities prior to 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;
- 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 CWD activities and serving as liaison with other state and federal agencies with respect to CWD.

Program Records

Program records staff maintain records necessary to document specific state and federal diseases eradication program activities. Program records staff process documents affecting herd or flock quarantines or releases and provide 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, 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 Surveillance Collaboration Services (SCS).

C. What evidence can you provide that shows the effectiveness and efficiency of this program or function? In Exhibit 12, provide a list of statistics and performance measures that best convey the effectiveness and efficiency of this program or function. Also, please provide the calculation or methodology behind each statistic or performance measure. Please do not repeat measures listed in Exhibit 2 unless necessary to understand the program or function.

**Texas Animal Health Commission
Exhibit 14: Program Statistics and Performance Measures — Fiscal Year 2018**

Program Statistics or Performance Measures	Dataset Reference Number* (if applicable)	Calculation (if applicable)	FY 2018 Target	FY 2018 Actual Performance	FY 2018 % of Annual Target
Percent Change in Surveillance and Prevention Activities	1.1.4 (Outcome)	Calculate the percent change between the number of instances of activity codes 008 (inspection performed), 003 (sample collection), and 016 (livestock shipment inspection) for the current fiscal year and the same number for the previous fiscal year	2.5%	9%	360%
Percent Change in Training and Presentations	1.1.6 (Outcome)	Total the number of units/herds entered in conjunction with activity code 079 (professional training & education meetings) and 080 (authorized personnel training). Calculate the percent change between this value for the current fiscal year and the previous 36-month average	10%	1213%	12130%
Number of Records Processed	1.1.1.3	<i>Total the number of incoming health certificates, Texas certificates issued for movement, and permits issued using PTS</i>	112,000	109,671	97.92%

Program Statistics or Performance Measures	Dataset Reference Number* (if applicable)	Calculation (if applicable)	FY 2018 Target	FY 2018 Actual Performance	FY 2018 % of Annual Target
Number of Reviews Completed	1.1.2.2	Total the number of completed investigations and reviews	2,797	2,400	116.54%
Number of Consultations	1.1.2.3	The number of herds/units with activity code 020 (consultation) connected with all disease project codes that are reported by agency veterinarians and epidemiologists	2,806	6,000	49.77%
Disease Investigations	1.1.2.4	Total the number of new and continuing investigations and reviews	3,679	3,200	114.97%

Table 14 Exhibit 14 Program Statistics and Performance Measures *See Exhibit 2

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. If the response to Section III of this report is sufficient, please leave this section blank.

This information is covered under programs regarding individual species (avian, swine, etc.).

E. This information is covered under programs regarding individual species (avian, swine, etc.).List any qualifications or eligibility requirements for persons or entities affected by this program, such as licensees, consumers, landowners, for example. Provide a statistical breakdown of persons or entities affected.

This information is covered under programs regarding individual species (avian, swine, etc.).

F. Describe how your program or function is administered, including a description of the processes involved in the program or function. Include flowcharts, timelines, or other illustrations as necessary to describe agency policies and procedures. Indicate how field/regional services are used, if applicable.

This information is covered under programs regarding individual species (avian, swine, etc.).

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).

- General Revenue – \$4,897,846.17 (includes Appropriation Rider fee revenue)
- Federal Funds
- Appropriated Receipts - \$1,080 (Sale of Surplus)

H. Identify any programs, internal or external to your agency, that provide identical or similar services or functions to the target population. 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. Additional information is covered under programs regarding individual species (avian, swine, etc.).

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 regional 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.

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 information is covered under programs regarding individual species (avian, swine, etc.).

K. If contracted expenditures are made through this program please provide

- a short summary of the general purpose of those contracts overall;
- the amount of those expenditures in fiscal year 2018;
- the number of contracts accounting for those expenditures;
- the method used to procure contracts;
- top five contracts by dollar amount, including contractor and purpose;
- the methods used to ensure accountability for funding and performance; and
- a short description of any current contracting problems.

Contracted expenditures were for goods and services needed for the administration of the program. The total amount expended for 2018 was \$2,350,295.34 in 489 different contracts. The methods used to ensure accountability for funding is a CAPPs requisition process which includes approval of necessity and availability of funding. For performance accountability, management oversees application of the good/service, reporting on quality of the goods/services. Current contracting problems are that there are a limited number of vendors that provide animal health equipment for the state. The top five contracts are:

- 18-0416 – \$1,012,714.56; The method of procurement was Term Contract (#072-A1). The contractor was Lake Country Chevrolet. The purpose was procurement of fleet trucks.
- 18-0676 - \$98,455.50; The method of procurement was Term Contract (#055-M3). The contractor was Auto Upfitters DBA Texas Truck & Trailer. The purpose was procurement of accessories for fleet trucks.
- 18-0008 - \$93,413.19; The method of procurement was Interagency cooperation with Texas Facilities Commission (TFC) for Office Lease. The contractor was C&M Villarreal FLP. The purpose was annual lease for Beeville building lease.
- 18-0011 - \$74,882.40; The method of procurement was Interagency cooperation with Texas Facilities Commission (TFC) for Office Lease. The contractor was Merlin Mann Investments LLC. The purpose was annual lease for Laredo building lease.
- 18-0049 - \$63,286.00; The method of procurement was SORM – Auto Insurance. The contractor was Alliant Insurance Services Inc. The purpose was annual fleet insurance.

L. Provide information on any grants awarded by the program.

No grants have been awarded by this program.

M. Are there any barriers or challenges that impede the program’s performance, including any outdated or ineffective state laws? Explain.

Not applicable.

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

Not applicable.

O. 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 information is covered under programs regarding individual species (avian, swine, etc.).

P. For each regulatory program, if applicable, provide detailed information on complaint investigation and resolution. Please adjust the chart headings as needed to better reflect your agency’s particular programs. If necessary to understand the data, please include a brief description of the methodology supporting each measure.

This information is covered under programs regarding individual species (avian, swine, etc.).

Avian Health

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

Name of Program or Function: Avian Health

Location/Division: Statewide / Animal Health and Epidemiology

***Contact Name: Dr. Angela Daniels, Asst. Director of Animal Health and
Dr. Susan Rollo, State Epidemiologist***

Statutory Citation for Program: Texas Agriculture Code Chapter 161 and 168

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

The agency is responsible for the diagnosis, control and eradication of infectious diseases affecting domestic and exotic poultry. The major activities performed are:

- Monitor for and respond to outbreaks of infectious diseases through surveillance, testing, and diagnosis.
- Promote biosecurity, and identification of poultry populations at greatest risk of infection.
- Develop disease control / eradication plans.
- Manage the fowl registration program.

C. What evidence can you provide that shows the effectiveness and efficiency of this program or function? In Exhibit 12, provide a list of statistics and performance measures that best convey the effectiveness and efficiency of this program or function. Also, please provide the calculation or methodology behind each statistic or performance measure. Please do not repeat measures listed in Exhibit 2 unless necessary to understand the program or function.

Though this is a TAHC program, there are no statistics or performance measures to convey effectiveness and efficiency of this program. The TAHC has assigned performance measures to Direct Strategies to convey effectiveness and efficiency at a macro level to cover all species, as an aggregate. As such, (C) is not applicable.

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. If the response to Section III of this report is sufficient, please leave this section blank.

The agency first began working in the area of avian health in 1925. In 1948, TAHC hired its first poultry veterinarian. In 1977, TAHC was tasked with partnering with TVMDL as the enforcement mechanism for the pullorum-typhoid eradication program. Since that time, additional diseases have had outbreaks in Texas, including high and low pathogenic avian influenza, exotic Newcastle

disease and infectious laryngotracheitis. In 2003, a new law was passed authorizing the Texas Animal Health Commission to register domestic and exotic fowl sellers, distributors, or transporters who do not participate in disease surveillance programs recognized by the Commission. The new fowl registration program went into effect in 2004. In March 2009, the regulations were expanded to include live bird markets, live bird production units, and live bird market distributors.

E. List any qualifications or eligibility requirements for persons or entities affected by this program, such as licensees, consumers, landowners, for example. Provide a statistical breakdown of persons or entities affected.

The Avian Health program serves all domestic and exotic poultry producers in the state of Texas, protecting the health and marketability of poultry from diseases. This includes ducks, chickens, geese, guineas, pheasant, quail, dove, turkeys and ratites (ostriches, emus and rheas).

The following persons are required to participate in the fowl registration program:

- Sellers of domestic fowl, or domestic AND exotic fowl at public sites, such as auctions, flea markets, roadside
- Stands and other public venues, such as feed stores, and live bird markets. •
- Dealers, transporters, or distributors who move or sell domestic fowl, or domestic AND exotic fowl between a production system and a live bird market or fowl market.
- Dealers, transporters, or distributors who acquire domestic fowl, or domestic AND exotic fowl from a number of flocks or geographic areas, so they can be resold.
- Transporters, who for hire, move domestic fowl, or domestic AND exotic fowl from one producer's premise to another, to live bird markets, fowl markets or to other locations. (A transporter does not include a producer who moves their own fowl to a venue for sale.)
- Dealers, transporters, or distributors from out of state, who, in Texas, sell, distribute or transport domestic fowl, or domestic AND exotic fowl.

The registration program DOES NOT affect existing TAHC interstate movement requirements, or regulations requiring that poultry offered for public sale or trade originate from flocks or hatcheries that are free of pullorum typhoid, diseases caused by Salmonella bacteria. Sellers must furnish proof of their source of poultry or hatching eggs and be qualified by the Texas Pullorum-Typhoid Program, as prescribed by the Texas Veterinary Medical Diagnostic Laboratory (TVMDL) and/or the National Poultry Improvement Plan (NPIP).

Participants in the Fowl Registration Program:

FY 16 – 694

FY 17 – 791

FY 18 – 727

F. Describe how your program or function is administered, including a description of the processes involved in the program or function. Include flowcharts, timelines, or other illustrations as necessary to describe agency policies and procedures. Indicate how field/regional services are used, if applicable.

TAHC administers the Fowl Registration Program (FRP). Poultry or fowl owners wishing to sell at public venues are required to register in the FRP. Owners pay the required fee for their flock size. An inspection of the premises is made by the assigned inspector to verify flock size and any sign of disease. Inspectors also use premises inspection to provide outreach and education regarding biosecurity. Once flock size is verified, the Region Office issues a certificate good for one year. Annual renewal is required.

The FRP also includes the Lives Bird Marketing System (LBMS). The LBMS is composed of markets, suppliers/production units and distributors. Markets may only receive birds from “approved suppliers” which means flock sources are tested for avian influenza and registered with FRP. Birds at markets and suppliers are sampled for avian influenza each month by TAHC personnel. Currently, TAHC samples birds at 14 markets in the state. There are five production unit flock sources and seven niche market egg layers. In addition, there are five distributors that bring in out of state source birds.

In addition to the testing requirement, each market and supplier must have a Biosecurity Plan created for their premises and undergo basic biosecurity training provided by TAHC personnel.

Poultry and/or premises shall be placed under quarantine when evidence of infection or possible exposure to any contagious and/or communicable disease not considered to be endemic exists in the state of Texas. Avian influenza has the potential to result in significant economic losses for the poultry industry of Texas, the nation, as well as international trade implications. H5 and H7 subtypes are of concern because of their demonstrated ability to mutate and become highly pathogenic viruses and that they are readily harbored in the wild waterfowl populations. Early control and elimination of these viruses is imperative. TAHC responds to events by following the Texas Response and Containment Plan for Low Path H5/H7 Avian Influenza. Response to high pathogenic avian influenza will be handled as a foreign animal disease. This plan can be used for both commercial and backyard poultry. The plan is a part of the NPIP monitoring program. Major components of the response plan shall include development of flock plans for affected flocks, control and surveillance zones, enhanced biosecurity, disease eradication, virus elimination, and cleaning and disinfection. In regards to backyard flocks, TAHC does not conduct routine testing for avian influenza, however TAHC personnel have authority to test any high risk situation identified.

TAHC provides outreach and education related to Infectious Laryngotracheitis (ILT). Texas restricts the use of Chick Embryo Vaccine which causes issues in backyard flocks and may serve as a source of virus to commercial flocks. TAHC responds to both backyard and commercial flocks by monitoring any positive flock and by creating a surveillance area to test adjacent flocks and to depopulate infected flocks.

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).

All federal funds originate from the United State Department of Agriculture (USDA). The TAHC standard practice is that expenses are incurred and then a claim for reimbursement is submitted to USDA.

- General Revenue – \$102,800.93
- Federal Funds - \$123,960.91
- Appropriated Receipts

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

The USDA is a cooperative partner with TAHC on poultry diseases. They are a federal entity and these programs are established to have the state and federal government work cooperatively.

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 cooperative agreements in place between TAHC and USDA that include work plans and funding agreements.

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.

The TAHC and USDA employees routinely work side by side in a cooperative relationship for most disease surveillance, animal health, and emergency response programs. Specifically for avian health, the TAHC works cooperatively on a routine basis with a number of USDA subsidiary branches such as:

- TAHC works with Animal and Plant Health Inspection Service/Veterinary Service (APHIS/VS) on high and low pathogenic avian influenza, pullorum-typhoid, exotic Newcastle disease and infectious laryngotracheitis.
- Agricultural Research Service (ARS) conducts research.
- Natural Resources Conservation Service (NRCS) assists with depopulation of infected flocks.
- Food Safety and Inspection Service (FSIS) assists with slaughter plant disease surveillance.
- Animal Care (APHIS/AC) assists with emergency management.

Additionally, US Fish and Wildlife Service (USFWS) conducts surveillance of wild birds; and TAHC works with the Department of State Health Services on avian influenza because it is a zoonotic disease.

K. If contracted expenditures are made through this program please provide

- a short summary of the general purpose of those contracts overall;
- the amount of those expenditures in fiscal year 2018;
- the number of contracts accounting for those expenditures;
- the method used to procure contracts;
- top five contracts by dollar amount, including contractor and purpose;
- the methods used to ensure accountability for funding and performance; and
- a short description of any current contracting problems.

The contracted expenditures were for goods and services needed for the administration of the program. The total amount expended for 2018 was \$19,427.44 in 12 different contracts. The methods used to ensure accountability for funding is a CAPPS requisition process which includes approval of necessity and availability of funding. For performance accountability, management oversees application of the good/service, reporting on quality of the goods/services. Current contracting problems are that there are a limited number of vendors that provide animal health equipment for the state. The top five contracts are:

- 18-0217 – \$18,365.50; The method of procurement was an interagency cooperation with Texas Veterinary Medical Diagnostic Laboratory. The contractor was Texas Veterinary Medical Diagnostic Laboratory. The purpose was to contract the testing for Avian Influenza (AI).
- 18-0798 - \$264.70; The method of procurement was delegated authority, Open Market (under \$1,000), HUB Vendor: The contractor was Evco Partners LP DBA Burgoon Company. The purpose was procurement of chlorhexidine.
- 18-0615 - \$198.30; The method of procurement was delegated authority, Open Market (under \$1,000), HUB Vendor: The contractor was V Quest Office Machines & Supplies LTD. The purpose was procurement of zip locking bags.
- 18-0764 - \$152.87; The method of procurement was delegated authority, Open Market (under \$1,000). The contractor was TAHC employee Pete Fincher: The purpose was supplies, materials, and equipment for flock depopulation due to Infectious Laryngotracheitis (ILT) .
- 18-0905 - \$130.44 The method of procurement was delegated authority, Open Market (under \$1,000), Procurement Card. The contractor was Twin Oaks Landfill and Fletcher Family Enterprises LLC DBA Rockdale Welding Supply. The purpose was CO2 rental and disposal of ILT infected flock.

L. Provide information on any grants awarded by the program.

No grants have been awarded by this program.

M. Are there any barriers or challenges that impede the program's performance, including any outdated or ineffective state laws? Explain.

The greatest challenge to protecting the health of avian livestock is the difficulty in controlling the spread of disease brought by migratory fowl. While the commercial producers have very good health, surveillance, and biosecurity programs in place, backyard flocks do not. The backyard flocks are potential sources of disease introduction due to close proximity of commercial producers in some areas.

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

TAHC's work in regard to avian health improves the marketability and the economic conditions for producers in the state of Texas. Additionally, agency work to control zoonotic diseases such as avian influenza and psittacosis impacts the public health.

O. 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.**

The fowl registration program is needed because many poultry diseases are highly contagious. During an outbreak, these diseases threaten the state's commercial chicken and turkey industry, non-commercial flocks, caged pet birds and fowl raised for agricultural exhibition. Immediate action must be taken to detect and depopulate flocks infected with these potentially deadly bird diseases. By registering flocks now in the TAHC program, information about disease outbreaks can be distributed quickly, and disease surveillance can be conducted more efficiently and effectively.

When a flock is registered, inspection of the premises is made by the assigned inspector to verify flock size and any sign of disease. Inspections of bird markets also take place to identify birds that are not registered.

For non-egregious issues, the inspector may choose to provide a verbal warning. However, if the non-compliance is not rectified or if the non-compliance is severe, the inspector will file a Compliance Action Request (CAR) at which time the compliance department works the issue.

The agency always tries to achieve voluntary compliance for its regulatory programs when dealing with the industry. The first step in a non-compliance case is education, followed by issuing an informal warning letter. If these measures are unsuccessful, or the non-compliance is believed to be blatant, willful or egregious, the TAHC may file a Class C misdemeanor charge. The statutory authority under which the commission operates is found in the Texas Agriculture Code, Chapters

161 through 168. TAHC has statutory authority to file class C misdemeanors for specific violations of the Texas Agriculture code.

Procedures for handling consumer/public complaints against regulated entities are explained in detail in the Legal/Compliance Program.

- P. For each regulatory program, if applicable, provide detailed information on complaint investigation and resolution. Please adjust the chart headings as needed to better reflect your agency’s particular programs. If necessary to understand the data, please include a brief description of the methodology supporting each measure.**

**Texas Animal Health Commission
Fowl Registration Program
Exhibit 15: Information on Complaints Against Regulated Persons or Entities
Fiscal Years 2017 and 2018**

	Fiscal Year 2017	Fiscal Year 2018
Total number of flocks enrolled in the fowl registration program	1,062	952
Total number of entities inspected	2,827	2,367
Total number of complaints received from the public	0	0
Total number of complaints initiated by agency	20	9
Number of complaints pending from prior years	0	0
Number of complaints found to be non-jurisdictional	0	0
Number of jurisdictional complaints found to be without merit	0	0
Number of complaints resolved	20	9
Average number of days for complaint resolution	3.3	4
Complaints resulting in disciplinary action:	20	9
reprimand	20	7
Education (voluntary compliance)	0	2

Table 15 Exhibit 15 Information on Complaints Against Persons or Entities

Cattle Health

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

Name of Program or Function: Cattle Health

Location/Division: Statewide / Animal Health

**Contact Name: Dr. Angela Daniels, Asst Director of Animal Health and
Dr. Susan Rollo, State Epidemiologist**

**Statutory Citation for Program: The State statutory authority is found under Texas
Agriculture Code, Title 6, Subtitle C, Chapter 161, Section 161.041, 161.043-161.044,
161.048, 161.054-161.058, Subtitle D-H, Chapter 162-164, 167.**

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

Texas leads the nation in cattle production. The importance of this commodity was reflected when the Texas Animal Health Commission was founded in 1893 to protect domestic livestock from dangerous or contagious diseases, namely cattle fever ticks that were causing rampant outbreaks of disease in cattle throughout the U.S. While Texas currently has brucellosis and tuberculosis free status, cattle health programs remain an important foundation and emphasis among all of livestock disease programs.

The agency is responsible for the diagnosis, control and eradication of foreign animal and reportable diseases affecting cattle. Several cattle disease programs are cooperative programs involving TAHC along with USDA APHIS. These programs are mandated by the Federal government and managed by state animal health officials. Such programs include – Brucellosis, Tuberculosis, and Cattle Fever Ticks. Funding for these programs is provided by the USDA generally through indemnity funds for producers undergoing depopulation for disease eradication, diagnostic testing, and preventative and systematic treatments. The USDA also provides field assistance to perform disease work in the field. USDA animal health technicians (AHTs) as well as veterinary medical officers (VMOs) work cooperatively with TAHC livestock inspectors, supervising inspectors, field veterinarians, and regional directors to accomplish disease eradication.

The current cattle health programs in Texas are brucellosis, cattle fever ticks, tuberculosis, and trichomoniasis. Additionally, anthrax and vesicular stomatitis virus are reportable diseases currently active in Texas.

Major activities performed under this program include the following:

- **Entry and Shipment Inspections** - Livestock inspectors conduct entry and livestock shipping inspections to enforce entry requirements. Certain classes of livestock entering the state of Texas, such as dairy calves under the age of 60 days, are required to obtain an entry permit and certificate of veterinary inspection. Once an entry permit is generated from the TAHC program records department, the livestock inspector for the location where the receiving entity in Texas is located, conducts an inspection to verify arrival, inventory, and identification compliance. Livestock shipping inspections may be conducted at stocker and/or feeder cattle facilities, calf ranches, dairy heifer raisers, dairy farms, livestock markets, events like rodeos and exhibitions, and periodic roadblocks.

- **Facility Inspections** - Facility inspections are conducted for calf ranches, feed yards, and state licensed packing plants to ensure that entry, recordkeeping, sample collection, and rules are followed. Certain facilities may have the designation for feeding high risk animals exposed to brucellosis or tuberculosis. These facilities are designated as approved feed yards and must apply for such status. Animals are traced in to and out of these facilities with USDA 1-27 movement permits. These permits must verify arrival of animals. Inspectors may issue and verify these permits. Additionally, these facilities are inspected more frequently to ensure the restrictions and requirements of feeding the high-risk animals are in compliance.
 - **Disease Testing and Surveillance** - Livestock inspectors collect samples for disease testing and surveillance. Samples may include ticks for laboratory identification, blood for brucellosis testing, blood for tuberculosis testing, and milk for brucellosis testing. They assist TAHC veterinarians and USDA veterinarians in conducting tuberculosis herd tests, brucellosis herd tests, herd depopulations, and necropsies. They ensure that each grade A and raw milk dairy in Texas submits bulk milk samples for brucellosis testing twice per year. They may initiate an investigation and/or do follow-up data collection on a positive trichomonas test result if asked to do so by the regional director.
 - **Emergency Response** - TAHC and USDA plan, collaborate, and coordinate with the states' animal health-related agencies, agriculture industries, and other related agencies and parties. TAHC and USDA work to prevent and respond to foreign animal disease outbreaks, dangerous parasite or pest infestations, and bioterrorism. The agencies are ready to assist in response and recovery during natural or man-made catastrophes, including fires, floods, and hurricanes, in accordance with the FEMA Emergency Response Plan and/or the State of Texas Emergency plan in the following areas: Animal ownership identification, livestock restraint/capture, carcass disposal, coordinating livestock evacuation, consulting on animal health and public health concerns, and chemical/biological terrorism issues.
 - **Cattle Fever Tick Work** – Once a premise is found to contain fever ticks, the herd is placed under quarantine and a herd plan is written and systematic treatments begin. Field inspectors are responsible for administering the vaccine and prescribed treatment to the cattle, scratching the cattle for the presence of ticks, spraying horses in quarantined areas, cleaning equipment leaving quarantined sites, dipping cattle at vats, filling deer feeders with treated corn to rid deer of fever ticks, and monitoring quarantined premises for illegal movement of cattle.
- C. What evidence can you provide that shows the effectiveness and efficiency of this program or function? In Exhibit 12, provide a list of statistics and performance measures that best convey the effectiveness and efficiency of this program or function. Also, please provide the calculation or methodology behind each statistic or performance measure. Please do not repeat measures listed in Exhibit 2 unless necessary to understand the program or function.**

Texas Animal Health Commission
Exhibit 16: Program Statistics and Performance Measures — Fiscal Year 2018

Program Statistics or Performance Measures	Dataset Reference Number* (if applicable)	Calculation (if applicable)	FY 2018 Target	FY 2018 Actual Performance	FY 2018 % of Annual Target
<i>Percent change in Known Prevalence of Bovine Tuberculosis</i>	1.1.2 (Outcome)	<i>Total the number of herds with a status of infected for the current fiscal year. Calculate the percent change between this value and the average of the values from the previous 5 fiscal years.</i>	-100%	317%	-317%

Table 16 Exhibit 16 Program Statistics and Performance Measures *See Exhibit 2

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. If the response to Section III of this report is sufficient, please leave this section blank.

When the Texas Livestock Sanitary Commission was created in 1893, it was charged with “protecting domestic animals from all contagious or infectious diseases of a malignant character.” From the beginning, the agency was tasked with the prevention, control and eradication of cattle fever ticks in order to prevent the disease bovine babesiosis. Over time, the number of diseases affecting cattle in Texas grew to include bovine tuberculosis, anthrax, bovine brucellosis, malignant catarrhal fever, scabies, bovine spongiform encephalopathy, bovine trichomoniasis, and others. The focus of the cattle health program changed over time as diseases have emerged and the outbreaks are controlled or eradicated. Because of the proximity to Mexico, there is always the threat of foreign animal diseases being introduced into Texas, affecting the cattle industry.

Cattle fever ticks are the known carrier of a blood disease in cattle known as babesiosis. Treatments to rid cattle of fever ticks were readily available, so rather than treating the disease, the vector carrying the disease was the target of treatment. Cattle babesiosis was silently present in the southern states in the 1800s. Because of constant exposure to babesiosis, the southern cattle did not experience clinical disease that was evident during the cattle drives in the late 1800s when northern cattle began to die in masses. An estimate of approximately 15,000 naïve cattle died in Indiana and Illinois alone. In 1906, fever ticks were in 15 southern states and Mexico. By 1943, U.S. fever ticks had been reduced to only two border states in Mexico. There have been no out-of-state fever tick outbreaks since 1961 and no significant outbreaks of babesiosis have been reported in Texas since the 1970s. Additionally, no known fever tick infestations have occurred in Texas or other states due to legal Mexican imports. In order to prevent the spread of cattle fever ticks back into Texas, a Permanent Quarantine Zone (PQZ) was established. The USDA employs tick riders to keep horseback surveillance of the border for stray cattle and horses. These are apprehended, tested for disease, treated and returned to the owner if claimed. Additionally, cattle imported from Mexico must be scratched and treated at ports of

entry. Cattle in the PQZ are vaccinated for immunity to ticks to help alleviate the constant pressure from exposure from wildlife like white tail deer and nilgai antelope that are carriers of the fever tick. Since 2015, TAHC and the USDA have been jointly battling fever ticks that have spread out of the PQZ. Today, there are 185 infested premises and 2671 total premises under quarantine in Texas comprising of 732,338 acres under quarantine.

The national bovine brucellosis program started in the 1940s. TAHC became fully engaged in the 1950's, conducting area herd tests on a county-by-county basis. Surveillance was primarily through slaughter testing and voluntary testing at livestock markets. In the 1980s, mandatory surveillance testing was instituted at livestock markets and at change of ownership. Testing and follow-up disease investigations utilized most of the agency's resources at the time. Texas was recognized as cattle brucellosis free by USDA in 2008, the last state in the U.S. to reach to attain this status. Market testing continued until 2011. Federally supported slaughter surveillance was reduced in Texas and nationally in 2013, and was discontinued in Texas in 2019. Threats of brucellosis recurrence still exist, primarily from movement of cattle originating from the Greater Yellowstone Area (where elk and bison serve as a disease reservoir), and from Mexico origin cattle that stray across the border or enter Texas illegally.

The national bovine tuberculosis (TB) eradication program began in 1917. National herd prevalence of TB was approximately five percent. Texas has participated continuously since the beginning. TAHC's role is to conduct disease investigations and manage affected herds when TB is detected through slaughter surveillance (at federal and state slaughter plants), through movement testing, and through case investigations. TAHC was heavily involved in testing of dairy cattle in the El Paso area due to recurring cases of TB from 1985 to 2003. The source of TB was thought to be affected dairies just across the border in Juarez, Mexico. All dairies in the area were depopulated with federal funds, and the Texas legislature banned issuance of dairy permits in the area if TAHC determines there is risk of TB recurrence. Texas was recognized as bovine TB free in 2005. Although TB has been detected in Texas beef and dairy herds several times since 2005, federal rules have allowed the state to retain TB free status. This is contingent upon TAHC conducting thorough disease investigations and developing herd plans that eliminate the risk of TB spreading while affected herds are under quarantine. Currently there are three large dairy complexes and one beef herd under TB quarantine. TAHC investigates, on average, five cases of TB per year in feeder cattle imported from Mexico. These investigations, coupled with TAHC rules, are designed to prevent domestic cattle from contracting TB from Mexico imported animals.

E. List any qualifications or eligibility requirements for persons or entities affected by this program, such as licensees, consumers, landowners, for example. Provide a statistical breakdown of persons or entities affected.

The Cattle Health program services producers of both beef and dairy cattle which include cow/calf operations, stocker and feeder cattle facilities, rodeo/exhibition cattle, dairy calf ranches, dairy heifer raisers, dairy farms, and packing plants. In Section P below, there are statistics regarding the number of cattle ID tags issued through the Animal Disease Traceability (ADT) program.

F. Describe how your program or function is administered, including a description of the processes involved in the program or function. Include flowcharts, timelines, or other illustrations as necessary to describe agency policies and procedures. Indicate how field/regional services are used, if applicable.

- Entry and Shipment Inspections
 - The veterinarian issuing a certificate of veterinary inspection (CVI) will contact program records staff to obtain a permit number for the animals seeking entry into Texas. A permit number is generated, and an email is sent to the inspector for destination of shipment. The premises is inspected within 30 days and the shipment is verified. The permit is closed or pending until testing requirements are met, if applicable.
 - Roadblocks are periodically set up to stop haulers of livestock in order to inspect necessary documents such as certificates of veterinary inspection. Livestock Shipment Inspection forms are completed. If the shipment is noncompliant, a Hold Order and/or Compliance Action Request form is completed and the shipment may be turned away from Texas and ordered to return to its origin.
 - Every livestock market's sale is attended by an inspector who ensures the necessary classes of animals have proper official ID; no Mexican origin cattle are present; interstate shipments have necessary documents; bulls are sold for slaughter or have a trichomoniasis test if necessary; cows with cancer eyes receive a disease ear tag; cattle are checked for ticks; cattle from a fever tick permanent quarantine zone (PQZ) have proper paperwork; drive in shipment paperwork is complete and includes addresses and license plate numbers. At the conclusion of the sale, numerous forms may need to be completed including Livestock Market Inspection Report, Trichomoniasis Permit & Hold Order, Livestock Shipment Inspection, Hold Order, Compliance Action Request, USDA 1-27 Permit for Movement of Restricted Animals, and Cattle ID.
 - Events where cattle congregate are inspected to ensure compliance of animal identification, necessary documents, necessary tests and general health. Such events may include rodeos, ropings, shows and exhibitions, and special cattle sales. During these events forms that may need to be completed include Trichomoniasis Permit & Hold Order, Livestock Shipment Inspection, Hold Order, Compliance Action Request, USDA 1-27 Permit for Movement of Restricted Animals, and Cattle ID.
- Facility Inspections
 - When a feed yard desires to feed restricted cattle, they contact their regional office to start an application. A feed yard is inspected by the regional director, field veterinarian or epidemiologist, and an Application to for Approval to Feed Restricted Cattle is completed. The State Epidemiologist and State Veterinarian approve the application. An inspector for the feed yard inspects the facility monthly for compliance

and completes a Feed Yard Inspection Form, Livestock Shipment Inspection, Hold Order, Compliance Action Request, and/or USDA 1-27 Permit for Movement of Restricted Animals forms as needed.

- Inspectors visit regular feed yards (not feeding restricted cattle) once per quarter and look for adult breeding cattle, Mexican origin cattle, and dairy cattle, and verify interstate shipments arrived with proper documentation. Inspectors complete a Feed Yard Inspection Form, and Livestock Shipment Inspection, Hold Order, Compliance Action Request, USDA 1-27 Permit for Movement of Restricted Animals forms as needed.
- State licensed slaughter plants are inspected monthly by inspectors for compliance of collection of blood from breeding animals for brucellosis testing and to restock supplies for blood collection and shipment. A Slaughter Plant Inspection Report is completed and a Compliance Action Request form is completed if necessary. Federal slaughter plants are inspected annually using the same process.
- Disease Testing and Surveillance
 - Blood from slaughter plants or from veterinarians performing accredited herd tests or required export testing is tested for brucellosis. The region director is notified of brucellosis positive results and an investigation is initiated. If enough data is available to identify the herd of origin, testing and an epidemiological investigation is initiated to identify trace in and trace out herds that may also require testing. The herd is tested and if found to be positive, tissues are collected for culture to differentiate *Brucellosis abortus* from *Brucellosis suis*. Herds infected with *Brucellosis abortus* are depopulated according to USDA protocol described in the Uniform Methods and Rules Brucellosis Eradication document published by the USDA.
 - Carcasses at slaughter plants are inspected for tuberculosis lesions. Suspicious lesions are sent to NVSL for testing. The regional director is notified of tuberculosis positive results and an investigation is initiated. If enough data is available to identify the herd of origin, testing and an epidemiological investigation is initiated to identify trace in and trace out herds that may also require testing. The herd is tested and suspect cattle undergo additional testing: cattle positive on the confirmatory test are euthanized and tissues are collected to confirm tuberculosis. Herds infected with tuberculosis are depopulated or undergo a series of test and removal tests according to USDA protocol described in the Uniform Methods and Rules Tuberculosis Eradication document published by the USDA.
 - Accredited and authorized veterinarians performing accredited herd tests or required export testing perform tuberculosis tests. Regulatory veterinarians follow up on caudal fold suspect cattle and perform the comparative cervical or gamma interferon test. If this confirmatory test is positive, the animal is euthanized and tissues are collected for further testing to confirm tuberculosis. If tuberculosis is confirmed,

- testing and an epidemiological investigation is initiated to identify trace in and trace out herds that may also require testing. The herd is tested and suspect cattle undergo additional testing; cattle positive on the confirmatory test are euthanized and tissues are collected to confirm tuberculosis. Herds infected with tuberculosis are depopulated or undergo a series of test and removal tests according to USDA protocol described in the Uniform Methods and Rules Tuberculosis Eradication document published by the USDA.
- Veterinarians performing trichomoniasis testing for their clients submit samples to the diagnostic laboratory for testing. The regional director is notified of positive results, completes a Hold Order on the positive herd, and notifies the herd of additional testing requirements. An epidemiological investigation is initiated and adjacent herds and trace herds are notified of testing requirements. Positive bulls are permitted to slaughter by completing a USDA 1-27 Permit for Movement of Restricted Animals. A Hold Order Release form is completed once all positive animals are removed and the remaining bulls test negative.
 - Emergency Response

State operation center activates for a disaster or a local jurisdiction asks for assistance in a local response. TAHC's emergency management department calls together the emergency response teams and deploys a team along with an appropriate strike team to respond.
 - Cattle Fever Tick Work

Animals undergo voluntary scratch and dip at a livestock market and if found to have ticks identified as cattle fever ticks, the animal is dipped and sent back to origin or held at the market. A hold order issued for cattle and the herd of origin and trace cattle are also placed on hold order and scratched for ticks. The premises with cattle infested with ticks are placed under quarantine. Herd plans are written for quarantined herds for systemic treatment which continues until the herd is removed from treatment and has two clean scratches.

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).

All federal funds originate from the United State Department of Agriculture (USDA). The TAHC standard practice is that expenses are incurred and then a claim for reimbursement is submitted to USDA.

- General Revenue - \$3,350,930.95
- Federal Funds - \$1,105,479.65
- Appropriated Receipts

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

The USDA is a cooperative partner with TAHC on brucellosis, cattle fever ticks, and tuberculosis. They are a federal entity and these programs are established to have the state and federal government work cooperatively.

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 cooperative agreements in place between TAHC and USDA that include work plans and funding agreements.

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.

The TAHC works cooperatively on a routine basis with a number of USDA subsidiary branches as follows:

- Animal and Plant Health Inspection Service/Veterinary Service (APHIS/VS) on cattle fever tick, brucellosis and tuberculosis eradication programs.
- Agricultural Research Service (ARS) on cattle tick research.
- Natural Resources Conservation Service (NRCS) on carcass disposal.
- Farm Service Agency (FSA) on carcass disposal and crop indemnity programs.
- Food Safety and Inspection Service (FSIS) on livestock disease programs for livestock harvested at federally approved slaughter plants.
- APHIS Animal Care on disease investigations involving zoo animals and dangerous wild animals.
- Wildlife Services on disease surveillance.
- US Fish and Wildlife Service (USFWS) to conduct cattle fever tick eradication efforts on wildlife refuge lands.

TAHC works with various state agencies including:

- Texas Commission on Environmental Quality on carcass disposal.
- Texas DSHS Meat Safety Assurance program when inspections at state approved slaughter plants detect disease issues.
- Texas DSHS milk group, on surveillance for brucellosis in permitted dairy operations.
- Texas Department of Emergency Management on emergency management programs.
- Texas Department of Agriculture on pesticide usage and emergency management.
- Texas Department of State Health Services on zoonotic diseases.

- Texas AgriLife Extension Service and Research on education of producers on disease programs.
- Texas Veterinary Medical Diagnostic Lab as a diagnostic laboratory provider.
- Texas A&M University as a research partner.

K. If contracted expenditures are made through this program please provide

- a short summary of the general purpose of those contracts overall;
- the amount of those expenditures in fiscal year 2018;
- the number of contracts accounting for those expenditures;
- the method used to procure contracts;
- top five contracts by dollar amount, including contractor and purpose;
- the methods used to ensure accountability for funding and performance; and
- a short description of any current contracting problems.

The contracted expenditures were for goods and services needed for the administration of the program. The total amount expended for 2018 was \$555,559.23 in 162 different contracts. The methods used to ensure accountability for funding is a CAPPs requisition process which includes approval of necessity and availability of funding. For performance accountability, management oversees application of the good/service, reporting on quality of the goods/services. Current contracting problems are that there are a limited number of vendors that provide animal health equipment for the state. The top five contracts are:

- 18-0862 – \$122,629.00; The method of procurement was CATRAD Delegation, Request for Proposal (#554-8-008). The contractor was Lifetyme Boats. The purpose was procurement of a work barge.
- 18-0116 - \$94,544.70; The method of procurement was Invitation for Bid (IFB): The contractor was Tietjen Inc. The purpose was procurement of cattle spray boxes.
- 18-0248 - \$69,750.00; The method of procurement was Delegation for Open Market Requisition (554-8-005), Invitation for Bid (IFB). The contractor was Boss Buck Inc. The purpose was procurement of 350lb protein feeders.
- 18-0717 - \$57,010.00; The method of procurement was TXMAS #: 11-51V020-3. The contractor was Eagle Pride Supply. The purpose was procurement of hog panels & t-posts.
- 18-0661 - \$55,000.00; The method of procurement was Delegation for Open Market Requisition (554-8-006), Invitation for Bid (IFB): The contractor was Boss Buck Inc. The purpose was procurement of 350lb protein feeders.

L. Provide information on any grants awarded by the program.

Work with Texas A&M University (TAMU) to provide three classes with hands-on Brucellosis and Tuberculosis Regulatory Training for 3rd Year Vet Students. GR - \$1,500.00

M. Are there any barriers or challenges that impede the program's performance, including any outdated or ineffective state laws? Explain.

Texas has unique risks associated with its size, animal population demographics, and borders. Four Mexican states share a border with Texas. The Texas-Mexico border is approximately 1,248 miles in length. Texas imports more live animals than any other state; including approximately one million cattle per year from Mexico and approximately two and one half million cattle from other US states. Continued border violence has affected the legal importation of cattle and horses into Texas, not only in the historic fever tick quarantine zone of South Texas, but also in the vast expanses of far West Texas. TAHC and USDA personnel along with US Border Patrol agents have routinely captured Mexican livestock and horses entering Texas illegally, which have often been diagnosed as diseased or being infested with cattle fever ticks.

With the creation of dairy calf ranches and the expansion of the dairy industry in Texas, TB has been detected in these populations. Because of the size and movement between single-owner dairy complexes, TB has been difficult to detect, trace and eliminate.

With federal brucellosis funding ending, the agency will have difficulty in surveillance efforts for brucellosis. Slaughter plants and veterinarians at livestock markets have been paid to collect blood for testing at our state laboratory. Without these funds, these testing programs are disappearing. Under a reduced national surveillance effort, detection of brucellosis outbreaks will be delayed, likely allowing the spread to large areas and multiple cattle herds. Response efforts would be costly, and trade would be affected.

With respect to the cattle fever tick program, federal hiring freezes and employee shortages have caused TAHC to increase staffing and assignment of resources in South Texas areas.

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

Not applicable.

O. 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.**

Any location where large numbers of animals are together creates a scenario in which a disease can quickly spread. Feedyards that want to feed restricted cattle must apply for authorization which allows high risk cattle to be fed in order to reach proper weight for slaughter in an environment that minimizes the possibility of disease spread to uninfected animals. Authorized feed yards are inspected monthly by TAHC inspectors who have been trained on inspection

procedures and form completion (Feed Yard Inspection Form). Inspectors visit regular feed yards once per quarter. Inspections take place to ensure the operators are following TAHC regulations that will prevent the spread of TB or other diseases. In both cases, inspectors are looking for signs of disease and to verify that interstate shipments arrived with proper documentation. Inspectors are also looking to ensure that they are keeping certain types of cattle separate and meeting ADT requirements.

State licensed (custom exempt / smaller) slaughter plants are inspected monthly by inspectors to ensure the slaughter plants are collecting blood from breeding animals for brucellosis testing and to restock supplies for blood collection and shipment. Inspectors also make sure they are weighing animals as required and collecting samples properly from an animal with TB or fever ticks. A Slaughter Plant Inspection Report is completed and a Compliance Action Request form is completed if necessary. Federally-licensed slaughter plants are inspected annually using the same process. They are inspected more frequently by federal employees.

For non-egregious issues, the inspector may choose to provide a verbal warning. However, if the non-compliance is not rectified or if the non-compliance is severe, the inspector will file a Compliance Action Request (CAR) at which time the compliance department works the issue.

The agency always tries to achieve voluntary compliance for its regulatory programs when dealing with the industry. The first step in a non-compliance case is education, followed by issuing an informal warning letter. If these measures are unsuccessful, or the non-compliance is believed to be blatant, willful or egregious, the TAHC may file a Class C misdemeanor charge. The statutory authority under which the commission operates is found in the Texas Agriculture Code, Chapters 161 through 168. TAHC has statutory authority to file class C misdemeanors for specific violations of the Texas Agriculture code.

Procedures for handling consumer/public complaints against regulated entities are explained in detail in the Legal/Compliance Program.

- P. For each regulatory program, if applicable, provide detailed information on complaint investigation and resolution. Please adjust the chart headings as needed to better reflect your agency's particular programs. If necessary to understand the data, please include a brief description of the methodology supporting each measure.**

**Texas Animal Health Commission
Feedyards and Slaughter Plants
Exhibit 17: Information on Complaints Against Regulated Persons or Entities
Fiscal Years 2017 and 2018**

	Fiscal Year 2017	Fiscal Year 2018
Total number of authorized feedyards	4	3
Total number of feedyards inspected	Not available	Not available
Total number state-licensed "custom exempt" slaughter plants	Not available	102 As of 10/29/18

Self-Evaluation Report

Total number of federally-licensed slaughter plants	33 as of 3/9/17	Not available
Total number of slaughter plants inspected	Not available	Not available
Total number of complaints received from the public	0	0
Total number of complaints initiated by agency	0	1 feedyard 3 slaughter plants
Number of complaints pending from prior years	0	0
Number of complaints found to be non-jurisdictional	0	0
Number of jurisdictional complaints found to be without merit	0	0
Number of complaints resolved	0	4
Average number of days for complaint resolution	n/a	1 day for feedyard 12 days for slaughter plants
Complaints resulting in disciplinary action:	0	4
education / voluntary compliance	0	0
reprimand	0	4
probation	0	0
suspension	0	0
revocation	0	0

Table 17 Exhibit 17 Information on Complaints Against Persons or Entities

**Texas Animal Health Commission
Cattle Identification
Exhibit 18: Information on Complaints Against Regulated Persons or Entities
Fiscal Years 2017 and 2018**

	FY 17	FY 18
Total number of premises registered with a LID	36,089	49,624
Total number of premises registered with a Federal PIN	35,124	35,498
Total number of official IDs distributed to cattle and bison	380,425	497,201
Total number of complaints received from the public	0	0
Total number of complaints initiated by agency	381	568
Number of complaints pending from prior years	0	0
Number of complaints found to be non-jurisdictional	0	0
Number of jurisdictional complaints found to be without merit	0	0

Number of complaints resolved	381	563
Average number of days for complaint resolution	Not available	8.53
Complaints resulting in disciplinary action:	381	563
education / voluntary compliance	3	46
reprimand	378	517

Table 18 Exhibit 18 Information on Complaints Against Persons or Entities

Cervid Health

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

Name of Program or Function: Cervid Health

Location/Division: Statewide / Animal Health and Epidemiology

***Contact Name: Dr. Angela Daniels, Assistant Executive Director for Animal Health
Dr. Susan Rollo, State Epidemiologist***

Statutory Citation for Program: Agriculture Code Sec. 161.041, Sec. 161.0541, Ch. 167

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

The objective of the Cervid Health Program is to further Chronic Wasting Disease (CWD) surveillance in native deer and exotic CWD-susceptible species in order to provide early disease detection and to reduce the risk of introduction and spread of CWD.

In addition, Texas entry requirements include a negative tuberculosis test for any cervid and a negative brucellosis test for free ranging cervids that enter.

The program serves landowners, producers, and others involved with exotic cervids in Texas and, indirectly, all citizens of Texas. TAHC's efforts to mitigate disease among exotic cervids protects the health and marketability of exotic cervid species, and the health of native cervid species (white-tailed deer and mule deer), which by law are property of the citizens of Texas. The program also works with white-tailed and mule deer breeder permit holders and release site managers to mitigate the risk of Chronic Wasting Disease (CWD) transmission to susceptible exotic cervid species (elk, sika, red deer, moose, and hybrids thereof).

Both native and captive cervids are capable of serving as hosts of cattle fever ticks (CFTs), perpetuating and spreading these pests to new areas. Although cervids have been included in the CFT eradication efforts for decades, changing land use and increased compartmentalization of ranches have contributed to the population size and expansion. TAHC continues to expend

efforts utilizing the only effective treatment for deer which is to feed ivermectin treated corn during the spring and summer prior to hunting season.

- C. What evidence can you provide that shows the effectiveness and efficiency of this program or function? In Exhibit 12, provide a list of statistics and performance measures that best convey the effectiveness and efficiency of this program or function. Also, please provide the calculation or methodology behind each statistic or performance measure. Please do not repeat measures listed in Exhibit 2 unless necessary to understand the program or function.**

Though this is a TAHC program, there are no statistics or performance measures to convey effectiveness and efficiency of this program. The TAHC has assigned performance measures to Direct Strategies to convey effectiveness and efficiency at a macro level to cover all species, as an aggregate. As such, (C) is not applicable.

- 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. If the response to Section III of this report is sufficient, please leave this section blank.**

A voluntary CWD Status Program was established in compliance with USDA APHIS national standards, to provide disease surveillance and to provide producers a means to qualify their animals for interstate and international movement. TAHC developed this program in 2000 for cervids including WTD, Mule Deer and exotic CWD susceptible species. This program requires participating facility owners to submit annual inventories and to submit samples from all cases of mortality in animals age 17 months or older. The status program rule was amended in 2011 and 2013. The number of breeders under the voluntary herd certification program has grown significantly from 238 herds in May 2016 to 307 herds in June 2019. Currently, the program is under review to be updated with 2019 USDA Program Standards for CWD.

TAHC also developed surveillance and movement requirements for exotic CWD susceptible species in 2013. Improvements were instituted in May 2017 including mortality record keeping, movement documentation, inventory estimates, and a minimum testing requirement.

State entry requirements were established to protect Texas from receiving the importation of CWD affected or exposed cervids. Entry requirement based on CWD risk is under evaluation for improvement.

CWD was discovered in free-ranging mule deer in the Trans-Pecos region in 2012. Subsequently, the disease was found in free-ranging white-tailed deer and mule deer in the Panhandle, captive facilities, and free-ranging white-tailed deer in south-central Texas.

The program was evaluated, and additional requirements were implemented when CWD was found in native mule deer in West Texas in 2012, and again in 2015 when CWD was found in a white-tailed deer breeder herd. TAHC and Texas Parks and Wildlife Department (TPWD)

developed surveillance and containment zones which added disease mitigation measures including testing requirements.

In 2015, TAHC developed an authorized personnel program for CWD. TAHC staff provides training courses and webinars that certifies post-mortem tissue collectors. This training provides procedures in proper sample collection and submission. TAHC also provides training through webinars that certifies veterinarians as ante-mortem tissue collectors.

State entry requirements were established to protect against the incursion of tuberculosis and brucellosis. The requirement to test farmed exotic cervids for brucellosis prior to entry was eliminated in May 2019 with the exception of those farmed exotic cervids from a free ranging population or from an area that is considered a designated surveillance area.

Both native and exotic cervids are capable of serving as hosts of cattle fever ticks, perpetuating and spreading these pests to new areas. Cervid species have been included in cattle fever tick eradication efforts for decades, more so in recent years as they have become increasingly significant in the tick eradication program. Efforts include feeding ivermectin treated corn and conducting scratch inspections of hunter harvested cervids.

E. List any qualifications or eligibility requirements for persons or entities affected by this program, such as licensees, consumers, landowners, for example. Provide a statistical breakdown of persons or entities affected.

Landowners, producers, and veterinarians that participate in collecting samples for official CWD testing shall first attend a TAHC certification program on CWD program requirements and procedures. Veterinarians that collect and submit samples for antemortem CWD testing shall attend training to be a Certified CWD Veterinarian. This is described in more detail in the Legal and Compliance Program description.

F. Describe how your program or function is administered, including a description of the processes involved in the program or function. Include flowcharts, timelines, or other illustrations as necessary to describe agency policies and procedures. Indicate how field/regional services are used, if applicable.

In regards to CWD, the cervid health program consists of six components including administering and management of the herd certification program, procedures conducted in response to suspicious, trace, and positive herds, entry requirements, surveillance and movement requirements for exotic CWD susceptible species, development and management of CWD movement restriction zones, and administering and management to certify CWD tissue collectors and certified CWD veterinarian training program. Descriptions of each component is provided below:

1. Herd Certification Program (HCP): A producer can enroll in the HCP by contacting the regional office and completing a CWD herd status plan agreement. Upon enrollment, a TAHC representative makes a site visit for a visual observation of health, an inspection of official identification, and an inspection of the perimeter fencing and facility. Each year, an annual

inspection is performed where the records are examined, the herd inventory is reconciled with documentation of the disposition of all animals, and there is verification that all eligible mortalities were CWD tested. Participants are required to complete a CWD animal inventory verification form. The region office is required to complete an annual cervidae CWD report which is evaluated and reviewed by the regional director and field epidemiologist. Participants that meet minimum requirements receive a certificate that advancing the herd to a higher level up to five years when they become certified. Noncompliant participants are either removed from the program, stay at the same level, or decrease to a lower level depending on the producer's evaluation.

2. Procedures in suspicious, trace, and positive herds: Any herd with animals that are suspicious of having CWD shall be restricted by hold order until the investigation and diagnosis has been completed. Appropriate epidemiological evaluation and sampling shall follow which is a coordinated effort between regional staff, the field epidemiologist, and the state epidemiologist. If CWD is confirmed in the herd, the herd shall be placed under quarantine and a herd plan shall be developed for management of the herd and for a period of five years after the last positive animal is disclosed. Herds that receive exposed animals from a positive herd within the previous five years are also placed under hold. If exposed animals reside in the herd, they shall be removed and tested. In some herds, trace deer that have died without a CWD test or have passed through the herd shall require management of the herd by a trace herd plan. To identify the source of CWD to the positive herd, all herds that contribute deer to the herd within the previous five years shall be placed under hold and managed under a herd plan.
3. Entry Requirements: State entry requirements were established to protect state from receiving the importation of CWD affected or exposed cervids. Cervids must originate from a herd that has successfully participated in a complete CWD herd certification program that is in compliance with the interstate movement requirements. Cervids shall be identified by a minimum of two official/approved unique identifiers. A certificate of veterinary inspection completed by an accredited veterinarian shall accompany the shipment that states the deer are healthy. Program records staff with consultation with the state epidemiologist and executive director as needed review all entry permits and associated data to determine if the cervids have approval to enter the state. Additional entry requirement based on CWD risk is under evaluation for improvement.
4. Surveillance and movement requirements for exotic CWD susceptible species: Each year, the owner of a premises shall have all eligible mortalities CWD tested until such time that three animals are tested with valid tests by an authorized CWD collector. Lab results shall be reported to the Commission. A mortality log shall be maintained by the facility owner and submitted to the commission annually. Movement of exotics within the state shall be reported to the regional office on a movement record, shall require official identification of any animals that move, shall require a premises identification number for both the premises of origin and destination, and shall require record keeping of an annual inventory and mortality log for the premises of origin. Data is managed in program records

5. Development and management of CWD movement restriction zones: A declaration of area restricted for CWD shall be identified with consultation with general counsel, the state epidemiologist, and the executive director if CWD is detected in a susceptible species in the free ranging population of WTD or Mule deer or on any exotic CWD susceptible species that is not contained within a high fence. The purpose of the restriction zone is to protect against the spread of and exposure to CWD for the other areas in the state. The restricted zone shall require surveillance to epidemiologically assess the risk, shall require 100% CWD testing of any harvested exotic CWD susceptible species, and shall restrict movement of exotics from the zone to other parts of the state. Also, additional carcass movement restrictions are applied. The zones are reviewed annually for changes that reflect the disease in the free-range population.
 6. Administering and management of a training program that certifies CWD tissue collectors and certified CWD veterinarians: TAHC staff in collaboration with USDA staff and TPWD staff provide training courses across the state and webinars that certifies post-mortem tissue collectors. This training provides procedures in proper sample collection and submission as well as a hands-on wet lab that demonstrates the procedures in sampling the official tissues required to test for CWD including the obex and retropharyngeal lymph nodes from a cervid skull. TAHC also provides trainings that certifies veterinarians as ante-mortem tissue collectors. The skill of antemortem sampling is obtained by an outside resource but the proper handling and submission of samples is provided by TAHC staff.
- 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).**
- General Revenue - \$191,097.37
 - Federal Funds
 - Appropriated Receipts
- H. Identify any programs, internal or external to your agency, that provide identical or similar services or functions to the target population. Describe the similarities and differences.**

There is no other agency that provides identical services or functions.

TAHC has authority for protecting the state's livestock and exotic livestock from disease. Certain diseases (e.g., anthrax, tuberculosis, chronic wasting disease, etc.) can impact both livestock and native wildlife species, thus requiring close cooperation and coordination between TPWD and TAHC. The discovery of CWD in far west Texas in 2012, and even more so, the discovery in a Medina County deer breeding facility in 2015, required both agencies to closely collaborate on strategies to protect the state's wildlife and exotic livestock interests. In May of 2017, members of the Texas Legislature sent a letter to the Director of the Legislative Budget Board (LBB) stating that "[A] thorough investigation of the use of resources and rulemaking authority by the relevant state agencies in dealing with animal disease management is warranted." The conclusion in the

LBB staff report is, “Legislative Budget Board staff found no indications that the collaboration between TAHC and TPWD results in duplication of effort, nor that either agency exceeds its scope of authority or fails to engage stakeholders adequately in response to CWD.”

- 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.**

TAHC and the TPWD Wildlife Division have developed an MOU to identify collaborative resources and disease management efforts with cervid species across the state.

- 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.**

The TAHC and USDA employees routinely work side by side in a cooperative relationship for cervid disease surveillance and animal health. The agency partners with USDA Animal and Plant Health Inspection Service National CWD herd certification program. USDA Agricultural Research Service (ARS) US Fish and Wildlife Service (USFWS) is allowing TAHC to place deer feeders on refuge land so the agency can provide ivermectin treated corn for deer.

TAHC works closely with Texas Parks and Wildlife to manage disease in the exotic livestock industry. The agencies work together on disease mitigation in the native white tailed and mule deer as well as the exotic CWD susceptible species. Both agencies have representatives that co-chair the CWD taskforce which is a group of disease experts that provide support to cervid health in Texas.

TAHC works cooperatively with USDA in the Cattle Fever Tick Eradication Program (CFTEP). Primary CFTEP activities in the permanent quarantine zone (serves as a buffer between US and ticks in Mexico) are conducted by USDA. Primary CFTEP activities outside of this zone are conducted by TAHC. Resources, including manpower, equipment, and supplies, are shared between TAHC and USDA as needed to address outbreaks and changes in CFTEP work demands.

- K. If contracted expenditures are made through this program please provide**

- **a short summary of the general purpose of those contracts overall;**
- **the amount of those expenditures in fiscal year 2018;**
- **the number of contracts accounting for those expenditures;**
- **the method used to procure contracts;**
- **top five contracts by dollar amount, including contractor and purpose;**
- **the methods used to ensure accountability for funding and performance; and**
- **a short description of any current contracting problems.**

The contract expenditures were for goods and services needed for the administration of the program. The total amount expended for 2018 was \$16,979.23 in eight different contracts. The methods used to ensure accountability for funding is a CAPPS requisition process which

includes approval of necessity and availability of funding. For performance accountability, management oversees application of the good/service, reporting on quality of the goods/services. Current contracting problems are that there are a limited number of vendors that provide animal health equipment for the state. The top five contracts are:

- 18-0216 – \$10,222.86; The method of procurement was Interagency cooperation with Texas Veterinary Medical Diagnostic Laboratory. The contractor was Texas Veterinary Medical Diagnostic Lab. The purpose was contracted general disease testing.
- 18-0312 - \$4,130.00; The method of procurement was by Delegated Authority, Open Market (under \$5,000), Procurement Card. The contractor was Kent Munden. The purpose was procurement of collection tools for Chronic Wasting Disease (CWD) training.
- 18-0241 - \$1,066.50; The method of procurement was Delegated Authority, Open Market (under \$5,000). The contractor was Prime Fresh Foods LLC. The purpose was procurement of sheep heads for CWD training.
- 18-0500 - \$750.00; The method of procurement was Delegated Authority, Open Market (under \$5,000). The contractor was Texas A&M Career Center. The purpose was disposal of sheep heads after CWD training.
- 18-0168 - \$450.00; The method of procurement was Delegated Authority, Open Market (under \$5,000). The contractor was Texas A&M Career Center. The purpose was disposal of sheep heads after CWD training.

L. Provide information on any grants awarded by the program.

No grants have been awarded by this program.

M. Are there any barriers or challenges that impede the program’s performance, including any outdated or ineffective state laws? Explain.

None.

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

Not applicable.

O. 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.

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 as a certified herd. This status is particularly important if herd owners intend to sell or move animals out of the state. TPWD requires scientific breeders to enroll their herds if they plan to liberate deer within the state.

TPWD oversees permitting WTD and Mule deer movements between captive herds. TAHC oversees movements of exotic CWD susceptible species with a movement record (see above).

TAHC oversees training and certification of lay people or veterinarians that desire to collect approved tissues for CWD testing. (See Legal and Compliance Program.)

The USDA APHIS national CWD herd certification program requires approved states to provide an annual report. This report describes the status and activities of enrolled herds and any actions taken by approved state officials in regards to program compliance and CWD detection. The epidemiology staff compile this data for USDA APHIS annually.

For non-egregious issues, the inspector may choose to provide a verbal warning. However, if the non-compliance is not rectified or if the non-compliance is severe, the inspector will file a Compliance Action Request (CAR) at which time the compliance department works the issue. Because it is a voluntary program, non-compliance rarely escalates to the level of a Compliance Action Request.

The agency always tries to achieve voluntary compliance for its regulatory programs when dealing with the industry. The first step in a non-compliance case is education, followed by issuing an informal warning letter. TAHC Administrative Rule 40.3 Herd Status Plans for Cervidae states that the executive director may cancel or suspend enrollment after determining that the herd owner failed to comply with any requirements of this chapter. Before enrollment is canceled or suspended, notification will be provided which will inform the herd owner of the reasons for the action.

Procedures for handling consumer/public complaints against regulated entities are explained in detail in the Legal/Compliance Program.

- P. For each regulatory program, if applicable, provide detailed information on complaint investigation and resolution. Please adjust the chart headings as needed to better reflect your agency’s particular programs. If necessary to understand the data, please include a brief description of the methodology supporting each measure.**

**Texas Animal Health Commission
CWD Herd Enrollment Program
Exhibit 19: Information on Complaints Against Regulated Persons or Entities
Fiscal Years 2017 and 2018**

	Fiscal Year 2017	Fiscal Year 2018
Total number of herds enrolled	311 on 8/31/17	329 on 8/31/18

Total number of herds inspected	123	92
Total number of complaints received from the public	0	0
Total number of complaints initiated by agency	0	0
Number of complaints pending from prior years	0	0
Number of complaints found to be non-jurisdictional	0	0
Number of jurisdictional complaints found to be without merit	0	0
Number of complaints resolved	0	0
Average number of days for complaint resolution	n/a	n/a
Complaints resulting in disciplinary action:	0	0

Table 19 Exhibit 19 Information on Complaints Against Persons or Entities

Equine Health

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

Name of Program or Function: Equine Health

Location/Division: Statewide / Animal Health

***Contact Name: Dr. Angela Daniels, Asst Director of Animal Health and
Dr. Susan Rollo, State Epidemiologist***

Statutory Citation for Program: Texas Agriculture Code Sec. 161.041, 161.149

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

The objective of the Equine Health Program is to rapidly detect and survey for reportable diseases as well as foreign and emerging disease trends and threats affecting equines. Respond to disease outbreaks; provide timely and accurate information; develop disease control / eradication plans; advise on management of disease trends, potential threats and mitigation strategies.

C. What evidence can you provide that shows the effectiveness and efficiency of this program or function? In Exhibit 12, provide a list of statistics and performance measures that best convey the effectiveness and efficiency of this program or function. Also, please provide the calculation or methodology behind each statistic or performance measure. Please do not repeat measures listed in Exhibit 2 unless necessary to understand the program or function.

Though this is a TAHC program, there are no statistics or performance measures to convey effectiveness and efficiency of this program. The TAHC has assigned performance measures to

Direct Strategies to convey effectiveness & efficiency at a macro level to cover all species, as an aggregate. As such, (C) is not applicable.

- 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. If the response to Section III of this report is sufficient, please leave this section blank.**

Initially, the agency's involvement with equines included checking documentation of equine infectious anemia (Coggins) tests where animals were being moved or congregated. Today, in addition to that, the agency's work includes equine piroplasmiasis, equine herpes virus myeloencephalitis (EHM), and vesicular stomatitis virus. Horses are included in the cattle fever tick eradication effort, as they are capable hosts and carriers of the cattle fever tick.

- E. List any qualifications or eligibility requirements for persons or entities affected by this program, such as licensees, consumers, landowners, for example. Provide a statistical breakdown of persons or entities affected.**

The program services the owners of equines (horses, donkeys and zebras) including those involved in racetracks, rodeos and other exhibitions, and breeding. Veterinarians that submit samples for EIA or piroplasmiasis which are reportable diseases shall be USDA accredited and authorized in Texas.

- F. Describe how your program or function is administered, including a description of the processes involved in the program or function. Include flowcharts, timelines, or other illustrations as necessary to describe agency policies and procedures. Indicate how field/regional services are used, if applicable.**

Protocols by disease are described below:

1. Equine Infectious Anemia (EIA): Statewide, equine are tested for EIA annually if they are boarded in stables or pastures, breeding farms, or training stables, or if maintained within 200 yards of equine owned by another owner or any equine that assembles. In addition, equine entering a pari-mutuel track must have a negative test annually. Accredited veterinarians submit samples to private labs using regulatory paperwork and any positive is reported to the Commission then re-sampled by regulatory personnel. Samples are sent to the TAHC state federal lab or National Veterinary Services Laboratory (NVSL) and movement is restricted on the premises. The positive equine is either euthanized, permitted to slaughter, or isolated from all equine by at least 200 yards. Exposed equine are tested at the initial identification then remain under quarantine until tested again in 60 days following removal of the positive. The number tested in 2017 was 144,544 with 25 positives disclosed and in 2018, 122,302 were tested with 24 positives disclosed.
2. Equine Piroplasmiasis: Any horse tested for piroplasmiasis by an authorized veterinarian shall use an official lab test chart which includes official identification. Any positives are reported to the Commission and the movement is restricted. The positive horse shall remain under

quarantine until euthanasia or the owner shall agree to an EP testing agreement which is an extended treatment protocol approved by USDA-APHIS. Equine undergoing treatment requires monitoring by staff and multiple follow up tests until classified as negative. Any equine epidemiologically linked to the positive horse or that resides at the same or adjacent premises shall be tested by the commission. Equine residing on the same premises are tested a second time in 30 days. In 2017 and 2018 respectively, there were 16 positives each year.

3. Equine Herpesvirus Myeloencephalopathy (EHM): EHM is a disease that historically has been correlated or associated with performance equine at racing tracks or following large equine assemblies. EHM is very infectious and the virus is reportable. Regional staff and epidemiologist work together to assess risk at equine gatherings that may have been attended by the positive and stop movement on all exposed premises. Follow up testing and monitoring is required before releasing the restriction. In some outbreak situations, notification of all equine that attended the event is required with assistance of the communications department. During the last five years, TAHC has managed an average of one to three outbreaks of this disease per year.
 4. Equine Viral Arteritis (EVA): Any EVA positive is reported to the Commission and the executive director may restrict movement if determined to be high risk for disease spread.
 5. Other diseases that affect equine: On occasion, the Commission responds to other diseases that occur sporadically including vesicular stomatitis virus (VSV). VSV occurs every 5-10 years and is spread by midges or black flies. Affected equine are sampled by authorized veterinarians and premises are quarantined for 14 days. Some states have requirements that prohibit Texas equine from entering their state during an outbreak thus requiring careful monitoring and reporting through the communications department on quarantine statuses at the county level. In 2014, there were 62 quarantined premises in 13 counties. In 2019, there are (as of 8/23/2019) 158 quarantined premises in 35 counties. Another sporadic disease outbreak is anthrax which requires quarantine and carcass disposal. In 2019, there has been six positive premises quarantined as a result of an anthrax positive equine out of 21 premises total.
 6. Additional protocols: In each disease scenario, an epidemiological investigation shall be conducted in cooperation between the regional staff and field epidemiologist.
- 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).**
- General Revenue - \$234,283.07
 - Federal Funds - \$57,165.02
 - Appropriated Receipts

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

The USDA is a cooperative partner with TAHC on equine disease eradication. They are a federal entity and these programs are established to have the state and federal government work cooperatively.

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 cooperative agreements in place between TAHC and USDA that include work plans and funding agreements.

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.

The TAHC and USDA employees routinely work side by side in a cooperative relationship for most disease surveillance, animal health, and emergency response programs. TAHC works with Animal and Plant Health Inspection Service/Veterinary Service (APHIS/VS) to control and eradicate EIA, equine piroplasmiasis, EHM, vesicular stomatitis, or any foreign animal disease incursion.

K. If contracted expenditures are made through this program please provide

- a short summary of the general purpose of those contracts overall;
- the amount of those expenditures in fiscal year 2018;
- the number of contracts accounting for those expenditures;
- the method used to procure contracts;
- top five contracts by dollar amount, including contractor and purpose;
- the methods used to ensure accountability for funding and performance; and
- a short description of any current contracting problems.

The contracted expenditures were for goods and services needed for the administration of the program. The total amount expended for 2018 was \$7,305.21 in nine different contracts. The methods used to ensure accountability for funding is a CAPPS requisition process which includes approval of necessity and availability of funding. For performance accountability, management oversees application of the good/service, reporting on quality of the goods/services. Current contracting problems are that there are a limited number of vendors that provide animal health equipment for the state. The top five contracts are:

- 18-0533 – \$4,664.00; The method of procurement was Term Contract (#966-A3), TxSmartBuy. The contractor was Taylor Communications Inc. The purpose was procurement of equine health certifications.
- 18-0751 - \$795.40; The method of procurement was Delegated Authority, Open Market (under \$5,000). The contractor was Veterinary Medical Research & Development. The purpose was procurement of EIA Antibody Test Kit V2, Catalog Number: 5515.01.
- 18-0891 - \$395.22; The method of procurement was Delegated Authority, Open Market (under \$5,000). The contractor was Ellie LLC. The purpose was procurement of EIA Virus Antibody test kits.
- 18-0789 - \$366.00; The method of procurement was Delegated Authority, Open Market (under \$5,000). The contractor was Veterinary Medical Research & Development. The purpose was procurement of EIA ELISA kit VMRD.
- 18-0895 - \$238.00; The method of procurement was Delegated Authority, Open Market (under \$5,000). The contractor was Veterinary Medical Research & Development. The purpose was procurement of EIA Antibody Test Kit.

L. Provide information on any grants awarded by the program.

No grants have been awarded by this program.

M. Are there any barriers or challenges that impede the program’s performance, including any outdated or ineffective state laws? Explain.

None

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

Not applicable.

O. 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.

Not applicable.

P. For each regulatory program, if applicable, provide detailed information on complaint investigation and resolution.

Not applicable.

Sheep and Goat Health

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

Name of Program or Function: Sheep and Goat Health

Location/Division: Statewide / Animal Health

***Contact Name: Dr. Angela Daniels, Assistant Executive Director for Animal Health and
Dr. Susan Rollo, State Epidemiologist***

Statutory Citation for Program: Texas Agriculture Code Sec. 161.041

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

The agency is responsible for the diagnosis, control and eradication of foreign animal and reportable diseases affecting sheep and goats.

Several disease programs involving sheep and goats are cooperative programs involving TAHC along with USDA APHIS. These programs are mandated by the Federal government and managed by state animal health officials. Such programs include – Brucellosis, Tuberculosis, and Scrapie. Funding for these programs is provided by the USDA generally through indemnity funds for producers undergoing depopulation for disease eradication, diagnostic testing, and preventative and systematic treatments. The USDA also provides field assistance to perform disease work in the field. USDA animal health technicians (AHTs) as well as veterinary medical officers (VMOs) work cooperatively with TAHC livestock inspectors, supervising inspectors, field veterinarians, and regional directors to accomplish disease eradication.

The current sheep and goat health programs in Texas are brucellosis, scrapie, and tuberculosis. Additionally, anthrax and vesicular stomatitis virus are reportable diseases currently active in Texas.

Major activities performed under this program include the following:

- **Entry and Shipment Inspections** - Livestock inspectors conduct entry and livestock shipping inspections to enforce entry requirements. Livestock shipping inspections may be conducted at sheep and goat facilities, livestock markets, events like rodeos and exhibitions, and periodic roadblocks.
- **Disease Testing and Surveillance** - Livestock inspectors collect samples for disease testing and surveillance. They assist TAHC veterinarians and USDA veterinarians in conducting scrapie tests, tuberculosis tests, brucellosis tests, herd depopulations, and necropsies.

- **Emergency Response** - TAHC and USDA plan, collaborate, and coordinate with the states' animal health-related agencies, agriculture industries, and other related agencies and parties. TAHC and USDA work to prevent and respond to foreign animal disease outbreaks, dangerous parasite or pest infestations, and bioterrorism. The agencies are ready to assist in response and recovery during natural or man-made catastrophes, including fires, floods, and hurricanes, in accordance with the FEMA Emergency Response Plan and/or the State of Texas Emergency plan in the following areas: Animal ownership identification, livestock restraint/capture, carcass disposal, coordinating livestock evacuation, consulting on animal health and public health concerns, and chemical/biological terrorism issues.

C. What evidence can you provide that shows the effectiveness and efficiency of this program or function? In Exhibit 12, provide a list of statistics and performance measures that best convey the effectiveness and efficiency of this program or function. Also, please provide the calculation or methodology behind each statistic or performance measure. Please do not repeat measures listed in Exhibit 2 unless necessary to understand the program or function.

There are no statistics or performance measures to convey effectiveness and efficiency of the Sheep-Goat Health Program other than those included in section P below (number of registered flocks and number of tags distributed). The TAHC has assigned performance measures to that convey effectiveness and efficiency at a macro level to cover all species, as an aggregate.

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. If the response to Section III of this report is sufficient, please leave this section blank.

Classical scrapie was not always present in the United States. The disease was first observed in a sheep flock in Michigan in 1947. It is believed that the flock became infected through the import of British origin sheep via Canada. In 1952, classical scrapie was identified in two additional States. The U.S. Livestock Sanitary Association (now known as the U.S. Animal Health Association) passed a resolution calling on the Secretary of Agriculture to declare an emergency. As a result, on October 31, 1952, the USDA initiated a national scrapie eradication program. Since that time there have been on-going efforts to control/eliminate the disease from the U.S. sheep and goat populations.

The first case of scrapie in a goat in the United States was reported in 1969, in a goat that had transferred from its herd of origin in Missouri to the scrapie experimental station in Mission, Texas. Although the goat was diagnosed with scrapie in Mission, epidemiological analysis suggested that the animal became infected around the time of its birth in its herd of origin.

Since August 2016, there have been no confirmed cases of scrapie in Texas. The last big spike in Texas scrapie cases was in 2006 when nine infected herds were identified, and the last herd was released from restrictions in 2013. According to USDA regulations, Texas must conduct adequate

scrapie surveillance by collecting a minimum of 598 sheep samples annually. Since USDA slaughter surveillance started in FY 2003, the percent of cull sheep found positive for scrapie at slaughter (once adjusted for face color) has decreased 90 percent.

E. List any qualifications or eligibility requirements for persons or entities affected by this program, such as licensees, consumers, landowners, for example. Provide a statistical breakdown of persons or entities affected.

The Sheep and Goat Health program services producers of both sheep and goats which includes production stock for breeding, milking, and slaughter, exhibition stock, and sheep and goats kept for hobby. The number of registered flocks and ID tags distributed for animal disease traceability are included in section P below.

F. Describe how your program or function is administered, including a description of the processes involved in the program or function. Include flowcharts, timelines, or other illustrations as necessary to describe agency policies and procedures. Indicate how field/regional services are used, if applicable.

- Shipment Inspections
 - Roadblocks are periodically set up to stop haulers of livestock in order to inspect necessary documents such as certificates of veterinary inspection. Livestock Shipment Inspection forms are completed. If the shipment is noncompliant, a Hold Order and/or Compliance Action Request form is completed and the shipment may be turned away from Texas and ordered to return to its origin.
 - Every livestock market's sale is attended by an inspector who ensures the sheep and goats have Scrapie tags and that interstate shipments have necessary documents. At the conclusion of the sale, numerous forms may need completed including Livestock Market Inspection Report, Livestock Shipment Inspection, Hold Order, Compliance Action Request, and USDA 1-27 Permit for Movement of Restricted Animals.
 - Events where sheep and goats congregate are inspected to ensure compliance of Scrapie tags, necessary documents, necessary tests and general health. Such events may include shows and exhibitions, and special sheep and goat sales. During these events, forms that may need to be completed include Livestock Shipment Inspection, Hold Order, Compliance Action Request, and USDA 1-27 Permit for Movement of Restricted Animals.
- Disease Testing and Surveillance
 - Blood from veterinarians performing accredited herd tests or required export testing is tested for brucellosis. A region director is notified of brucellosis positive results and an investigation is initiated. If enough data is available to identify the herd of origin, testing and an epidemiological investigation is initiated to identify trace in and trace out herds that may also require testing. Herds infected with *Brucellosis ovis* are depopulated

according to USDA protocol described in the Uniform Methods and Rules Brucellosis Eradication document published by the USDA.

- Carcasses at slaughter plants are inspected for tuberculosis lesions. Suspicious lesions are sent to NVSL for testing. The regional director is notified of tuberculosis positive results and an investigation is initiated. If enough data is available to identify the herd of origin, testing and an epidemiological investigation is initiated to identify trace in and trace out herds that may also require testing. A herd is tested and positive animals are euthanized and tissues are collected to confirm tuberculosis. Herds infected with tuberculosis are depopulated according to USDA protocol described in the Uniform Methods and Rules Tuberculosis Eradication document published by the USDA.
- Accredited and authorized veterinarians performing accredited herd tests or required export testing perform tuberculosis tests. If tuberculosis is confirmed, testing and an epidemiological investigation is initiated to identify trace in and trace out herds that may also require testing. The herd is tested and positive animals are euthanized and tissues are collected to confirm tuberculosis. Herds infected with tuberculosis are depopulated according to USDA protocol described in the Uniform Methods and Rules Tuberculosis Eradication document published by the USDA.
- Veterinarians performing Scrapie testing for their clients submit samples diagnostic laboratory for testing. The regional director is notified of positive results. The regional office completes a Hold Order on the positive herd and notifies the herd of additional testing requirements. An epidemiological investigation is initiated and adjacent herds and trace herds are notified of testing requirements. Positive animals are permitted to slaughter by completing a USDA 1-27 Permit for Movement of Restricted Animals. A Hold Order Release form is completed once all positive animals are removed.
- Emergency Response

State operation center activates for a disaster or a local jurisdiction asks for assistance in a local response. The emergency management department calls together the emergency response teams and deploys a team along with an appropriate strike team to respond.

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).

All federal funds originate from the United State Department of Agriculture (USDA). The TAHC standard practice is that expenses are incurred and then a claim for reimbursement is submitted to USDA.

- General Revenue - \$62,296.84
- Federal Funds - \$24,499.29
- Appropriated Receipts

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

The USDA is a cooperative partner with TAHC on brucellosis, scrapie, and tuberculosis. They are a federal entity and these programs are established to have the state and federal government work cooperatively.

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 cooperative agreements in place between TAHC and USDA that include work plans and funding agreements.

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.

The TAHC works cooperatively on a routine basis with a number of USDA subsidiary branches as follows:

- Animal and Plant Health Inspection Service/Veterinary Service (APHIS/VS) on scrapie, brucellosis and tuberculosis eradication programs.
- Agricultural Research Service (ARS) on scrapie research.
- Natural Resources Conservation Service (NRCS) on carcass disposal.
- Farm Service Agency (FSA) on carcass disposal and crop indemnity programs.
- Food Safety and Inspection Service (FSIS) on livestock disease programs for livestock harvested at federally approved slaughter plants.
- APHIS Animal Care on disease investigations involving zoo animals and dangerous wild animals.
- Wildlife Services on disease surveillance.
- US Fish and Wildlife Service (USFWS) to conduct cattle fever tick eradication efforts on wildlife refuge lands.

TAHC works with various state agencies including:

- Texas Commission on Environmental Quality on carcass disposal.
- Texas DSHS Meat Safety Assurance program when inspections at state approved slaughter plants detect disease issues.
- Texas DSHS milk group, on surveillance for brucellosis in permitted dairy operations.

- Texas Department of Emergency Management on emergency management programs.
- Texas Department of Agriculture on pesticide usage and emergency management.
- Texas Department of State Health Services on zoonotic diseases.
- Texas AgriLife Extension Service and Research on education of producers on disease programs.
- Texas Veterinary Medical Diagnostic Lab as a diagnostic laboratory provider.
- Texas A&M University as a research partner.

K. If contracted expenditures are made through this program please provide

- a short summary of the general purpose of those contracts overall;
- the amount of those expenditures in fiscal year 2018;
- the number of contracts accounting for those expenditures;
- the method used to procure contracts;
- top five contracts by dollar amount, including contractor and purpose;
- the methods used to ensure accountability for funding and performance; and
- a short description of any current contracting problems.

The contract expenditure was for goods and services needed for the administration of the program. The total amount expended for 2018 was \$150.00 in a single contract. The method used to ensure accountability for funding is a CAPPs requisition process which includes approval of necessity and availability of funding. For performance accountability, management oversees application of the good/service, reporting on quality of the goods/services. Current contracting problems are that there are a limited number of vendors that provide animal health equipment for the state. The single contract was:

- 18-0948 – \$150.00; The method of procurement was Delegated Authority, Open Market (under \$1,000). The contractor was Pete Fincher: The purpose was registration fee for Texas Sheep & Goat Raisers Association.

L. Provide information on any grants awarded by the program.

No grants have been awarded by this program.

M. Are there any barriers or challenges that impede the program's performance, including any outdated or ineffective state laws? Explain.

Not applicable.

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

Not applicable.

O. 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.**

The scrapie registration program is part of the Animal Disease Traceability program described in its own document. During an outbreak, immediate action must be taken to detect and depopulate sheep and goats infected with potentially deadly diseases. By registering animals now in the TAHC program, information about disease outbreaks can be distributed quickly, and disease surveillance can be conducted more efficiently and effectively. There are no inspections made to ensure flocks of sheep or goats have been tagged; however, livestock inspectors do come across sheep and goats who are not tagged as required at livestock markets and complaints are initiated.

For non-egregious issues, the inspector may choose to provide a verbal warning. However, if the non-compliance is not rectified or if the non-compliance is severe, the inspector will file a Compliance Action Request (CAR) at which time the compliance department works the issue.

The agency always tries to achieve voluntary compliance for its regulatory programs when dealing with the industry. The first step in a non-compliance case is education, followed by issuing an informal warning letter. If these measures are unsuccessful, or the non-compliance is believed to be blatant, willful or egregious, the TAHC may file a Class C misdemeanor charge. The statutory authority under which the commission operates is found in the Texas Agriculture Code, Chapters 161 through 168. TAHC has statutory authority to file class C misdemeanors for specific violations of the Texas Agriculture code.

Procedures for handling consumer/public complaints against regulated entities are explained in detail in the Legal/Compliance Program.

P. For each regulatory program, if applicable, provide detailed information on complaint investigation and resolution. Please adjust the chart headings as needed to better reflect your agency's particular programs. If necessary to understand the data, please include a brief description of the methodology supporting each measure.

**Texas Animal Health Commission
Scrapie Registration Program
Exhibit 20: Information on Complaints Against Regulated Persons or Entities
Fiscal Years 2017 and 2018**

	Fiscal Year 2017	Fiscal Year 2018
No. of Official IDs Distributed to Sheep/Goats (Scrapie Tags for Individual Animals)	380,425	497,201
Premises Registrations (Scrapie Flock IDs)	18,300	18,811
Total number of entities inspected	Not applicable	Not applicable
Total number of complaints received from the public	0	0
Total number of complaints initiated by agency	122	76
Number of complaints pending from prior years	0	0
Number of complaints found to be non-jurisdictional	0	0
Number of jurisdictional complaints found to be without merit	0	0
Number of complaints resolved	122	76
Average number of days for complaint resolution	6.27	17
Complaints resulting in disciplinary action:	122	76
Reprimand	121	70
Verbal discussion (voluntary compliance)	1	6

Table 20 Exhibit 20 Information on Complaints Against Persons or Entities

Swine Health

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

Name of Program or Function: Swine Health

Location/Division: Statewide / Animal Health

***Contact Name: Dr. Angela Daniels, Asst. Director of Animal Health and
Dr. Susan Rollo, State Epidemiologist***

Statutory Citation for Program: Texas Agriculture Code Sec. 161.041, Ch. 165

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

The agency is responsible for the diagnosis, control and eradication of foreign animal and reportable diseases affecting domestic swine.

Several disease programs involving swine are cooperative programs involving TAHC along with USDA APHIS. These programs are mandated by the Federal government and managed by state animal health officials. Such programs include – Brucellosis, Tuberculosis, and Pseudorabies. Funding for these programs is provided by the USDA generally through indemnity funds for producers undergoing depopulation for disease eradication, diagnostic testing, and preventative and systematic treatments. The USDA also provides field assistance to perform disease work in the field. USDA animal health technicians (AHTs) as well as veterinary medical officers (VMOs) work cooperatively with TAHC livestock inspectors, supervising inspectors, field veterinarians, and regional directors to accomplish disease eradication.

The current swine health programs in Texas are brucellosis and pseudorabies. Additionally, anthrax and vesicular stomatitis virus are reportable diseases currently active in Texas.

Major activities performed under this program include the following:

- **Entry and Shipment Inspections** - Livestock inspectors conduct entry and livestock shipping inspections to enforce entry requirements. Livestock shipping inspections may be conducted at swine facilities, livestock markets, exhibitions, and periodic roadblocks.
- **Disease Testing and Surveillance** - Livestock inspectors collect samples for disease testing and surveillance. They assist TAHC veterinarians and USDA veterinarians in conducting brucellosis, pseudorabies, and tuberculosis tests, herd depopulations, and necropsies.
- **Emergency Response** - TAHC and USDA plan, collaborate, and coordinate with the states' animal health-related agencies, agriculture industries, and other related agencies and parties. TAHC and USDA work to prevent and respond to foreign animal disease outbreaks, dangerous parasite or pest infestations, and bioterrorism. The agencies are ready to assist in response and recovery during natural or man-made catastrophes, including fires, floods, and hurricanes, in accordance with the FEMA Emergency Response Plan and/or the State of Texas Emergency plan in the following areas: Animal ownership identification, livestock restraint/capture, carcass disposal, coordinating livestock evacuation, consulting on animal health and public health concerns, and chemical/biological terrorism issues.

C. What evidence can you provide that shows the effectiveness and efficiency of this program or function? In Exhibit 12, provide a list of statistics and performance measures that best convey the effectiveness and efficiency of this program or function. Also, please provide the calculation or methodology behind each statistic or performance measure. Please do not repeat measures listed in Exhibit 2 unless necessary to understand the program or function.

There are no statistics or performance measures to convey effectiveness and efficiency of the Swine Health Program other than those included in section P below (number of entities

regulated). The TAHC has assigned performance measures to that convey effectiveness and efficiency at a macro level to cover all species, as an aggregate.

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. If the response to Section III of this report is sufficient, please leave this section blank.

In 1942, TAHC livestock inspectors began performing stockyard inspections for hog cholera. While the agency has since eradicated hog cholera, TAHC continues to conduct surveillance for swine brucellosis, classical swine fever, and pseudorabies. In 2007, the legislature provided that TAHC would regulate the movement of live feral swine as a measure to control the spread of disease. Feral swine are known carriers of brucellosis and pseudorabies. Texas is now recognized as swine brucellosis and pseudorabies free in commercial swine. Continued effort is needed to detect and stamp out these diseases when they cross from feral swine populations to domestic. Additionally, the risk of foreign animal disease has been heightened with African Swine Fever spreading over China and several counties in Asia and Europe.

E. List any qualifications or eligibility requirements for persons or entities affected by this program, such as licensees, consumers, landowners, for example. Provide a statistical breakdown of persons or entities affected.

The Swine Health Program serves swine producers in the state of Texas, protecting the health and marketability of the swine population from diseases. Swine producers include commercial swine operators as well as those that raise swine for exhibition and personal use. The number of permit holders is included in section P below.

Although animal ID tags are not required by law, they are issued upon request as part of the agency's Animal Disease Traceability program. Following are the number of official IDs distributed for swine:

FY 17 – 3,836

FY 18 – 5,792

F. Describe how your program or function is administered, including a description of the processes involved in the program or function. Include flowcharts, timelines, or other illustrations as necessary to describe agency policies and procedures. Indicate how field/regional services are used, if applicable.

- Shipment Inspections
 - Roadblocks are periodically set up to stop haulers of livestock in order to inspect necessary documents such as certificates of veterinary inspection. Livestock Shipment Inspection forms are completed. If the shipment is noncompliant, a Hold Order and/or

Compliance Action Request form is completed and the shipment may be turned away from Texas and ordered to return to its origin.

- Every livestock market's sale is attended by an inspector who ensures breeding swine are tagged and tested for brucellosis and pseudorabies and that interstate shipments have necessary documents. At the conclusion of the sale, numerous forms may need completed including Livestock Market Inspection Report, Livestock Shipment Inspection, Hold Order, Compliance Action Request, and USDA 1-27 Permit for Movement of Restricted Animals.
- Events where swine congregate are inspected to ensure compliance of testing in breeding animals, necessary documents, and general health. Such events may include shows and exhibitions, and special replacement swine sales. During these events, forms that may need to be completed include Livestock Shipment Inspection, Hold Order, Compliance Action Request, and USDA 1-27 Permit for Movement of Restricted Animals.
- **Facility Inspections** - Facility inspections are conducted for feral swine holding facilities, feral swine hunting preserves, swine garbage feeders, and state licensed packing plants to ensure that entry, recordkeeping, sample collection, and rules are followed. Certain facilities may have the designation for holding or hunting feral swine. These facilities are designated as approved feral swine holding or approved feral swine hunting preserves and must apply for such status. Inventories of animals into and out of the facilities are maintained. Additionally, these facilities are inspected monthly to ensure are in compliance of not allowing exposure of feral swine to commercial swine.
- **Disease Testing and Surveillance**
 - Blood from veterinarians performing accredited herd tests or required export and sales testing is tested for brucellosis and pseudorabies. A region director is notified of brucellosis and pseudorabies positive results and an investigation is initiated. If enough data is available to identify the herd of origin, testing and an epidemiological investigation is initiated to identify trace in and trace out herds that may also require testing. Herds infected with *Brucellosis suis* or pseudorabies are depopulated according to USDA protocol described in the Uniform Methods and Rules Brucellosis Eradication document published by the USDA.
 - Carcasses at slaughter plants are inspected for tuberculosis lesions. Suspicious lesions are sent to NVSL for testing. The regional director is notified of tuberculosis positive results and an investigation is initiated. If enough data is available to identify the herd of origin, testing and an epidemiological investigation is initiated to identify trace in and trace out herds that may also require testing. A herd is tested and positive animals are euthanized and tissues are collected to confirm tuberculosis. Herds infected with tuberculosis are depopulated according to USDA protocol described in the Uniform Methods and Rules Tuberculosis Eradication document published by the USDA.

- Accredited and authorized veterinarians performing accredited herd tests or required export testing perform brucellosis, pseudorabies, and tuberculosis tests. If any of these diseases are confirmed, testing and an epidemiological investigation is initiated to identify trace in and trace out herds that may also require testing. The herd is tested and positive animals are euthanized. Herds infected with any of these diseases are depopulated according to USDA protocol described in the Uniform Methods and Rules Tuberculosis Eradication document published by the USDA.
- Emergency Response

State operation center activates for a disaster or a local jurisdiction asks for assistance in a local response. The emergency management department calls together the emergency response teams and deploys a team along with an appropriate strike team to respond.

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).

- General Revenue - \$92,119.85
- Federal Funds - \$168,789.46
- Appropriated Receipts

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

The USDA is a cooperative partner with TAHC on brucellosis and pseudorabies. They are a federal entity and these programs are established to have the state and federal government work cooperatively.

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 cooperative agreements in place between TAHC and USDA that include work plans and funding agreements.

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.

The TAHC and USDA employees routinely work side by side in a cooperative relationship for most disease surveillance, animal health, and emergency response programs. The TAHC works with a number of USDA subsidiary branches such as:

- Animal and Plant Health Inspection Service/Veterinary Service (APHIS/VS) on the swine brucellosis accreditation program and the qualified pseudorabies program.
- Animal and Plant Health Inspection Service/Wildlife Services (APHIS/WS) on the feral swine control issues including with swine brucellosis and pseudorabies.
- Agricultural Research Service (ARS) conducting research.
- Food Safety and Inspection Service (FSIS) on slaughter disease surveillance.
- Animal Care (APHIS/AC) on emergency management.

TAHC works with DSHS on zoonotic disease control.

K. If contracted expenditures are made through this program please provide

- **a short summary of the general purpose of those contracts overall;**
- **the amount of those expenditures in fiscal year 2018;**
- **the number of contracts accounting for those expenditures;**
- **the method used to procure contracts;**
- **top five contracts by dollar amount, including contractor and purpose;**
- **the methods used to ensure accountability for funding and performance; and**
- **a short description of any current contracting problems.**

The contracted expenditures were for goods and services needed for the administration of the program. The total amount expended for 2018 was \$23,943.90 in 23 different contracts. The methods used to ensure accountability for funding is a CAPPS requisition process which includes approval of necessity and availability of funding. For performance accountability, management oversees application of the good/service, reporting on quality of the goods/services. Current contracting problems are that there are a limited number of vendors that provide animal health equipment for the state. The top five contracts are:

- 18-0064 – \$2,626.67; The method of procurement was Delegated Authority, Open Market (under \$5,000). The contractor was Life Technologies Corporation. The purpose was procurement of pathogen RNA/DNA test kits.
- 18-0411 - \$2,183.43; The method of procurement was Delegated Authority, Open Market (under \$5,000). The contractor was Idexx Distribution Inc. The purpose was Idexx PRV/ADV tests.
- 18-0753 - \$2,015.64; The method of procurement was Delegated Authority, Open Market (under \$5,000). The contractor was Idexx Distribution Inc. The purpose was Idexx PRV/ADV tests.
- 18-0298 - \$2,000.45; The method of procurement was Delegated Authority, Open Market (under \$5,000). The contractor was Fisher Healthcare. The purpose was procurement of pathogen RNA/DNA test kits.
- 18-0869 - \$1,990.64; The method of procurement was Delegated Authority, Open Market (under \$5,000). The contractor was Idexx Distribution Inc. The purpose was Idexx PRV/ADV tests.

L. Provide information on any grants awarded by the program.

No grants have been awarded by this program.

M. Are there any barriers or challenges that impede the program's performance, including any outdated or ineffective state laws? Explain.

The greatest challenge to protecting the health of swine livestock is the presence of feral swine. They are prolific breeders, and the population of feral swine in Texas continues to grow. As they intermingle with domestic swine, diseases are easily spread. The state has no control program in place to address the exploding feral swine population.

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

Not applicable.

O. 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.

Waste Food Feeder Permit Program

The regulatory basis of this program is based on actions taken by the Legislature in part due to the Foot and Mouth Disease (FMD) outbreak in the United Kingdom. That outbreak was believed to be due to feeding of improperly treated waste food. TAHC implemented the legislative action by promulgation of a regulation in December 2001 that prohibits 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 two years. Details of this program are contained in Title 4 Part 2 Chapter 55.3. 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 charged for this program. Detailed descriptions for these facilities are contained in Title 4 Part 2 Chapter Chapter 55.9. 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.

P. For each regulatory program, if applicable, provide detailed information on complaint investigation and resolution.

**Texas Animal Health Commission
Waste Food Feeder Permit Program
Exhibit 21: Information on Complaints Against Regulated Persons or Entities
Fiscal Years 2017 and 2018**

	Fiscal Year 2017	Fiscal Year 2018
Total number of regulated entities	110 herds on 8/31/17	99 herds on 8/31/17
Total number of entities inspected	91	81
Total number of complaints received from the public	0	0
Total number of complaints initiated by agency	0	0
Number of complaints pending from prior years	1	0
Number of complaints found to be non-jurisdictional	0	0
Number of jurisdictional complaints found to be without merit	0	0
Number of complaints resolved	1	0
Average number of days for complaint resolution	68	n/a
Complaints resulting in disciplinary action:	1	0
Reprimand	1	0

Table 21 Exhibit 21 Information on Complaints Against Persons or Entities

**Texas Animal Health Commission
Feral Swine Holding Facility Permit Program
Exhibit 22: Information on Complaints Against Regulated Persons or Entities
Fiscal Years 2017 and 2018**

	Fiscal Year 2017	Fiscal Year 2018
Total number of regulated entities	195 herds on 8/31/17	140 herds on 8/31/18
Total number of entities inspected	Not available	1153
Total number of complaints received from the public	1	0
Total number of complaints initiated by agency	1	1
Number of complaints pending from prior years	0	0
Number of complaints found to be non-jurisdictional	1	0
Number of jurisdictional complaints found to be without merit	0	0
Number of complaints resolved	2	1
Average number of days for complaint resolution	13	6
Complaints resulting in disciplinary action:	1	1
Reprimand	0	1
education (voluntary compliance)	1	0

Table 22 Exhibit 22 Information on Complaints Against Persons or Entities

Information Resources

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

Name of Program or Function: Information Resources

Location/Division: Central Office / Information Resources

Contact Name: Bryan McKay, Director of Information Resources

Statutory Citation for Program: Texas Agriculture Code Chapter 161

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

The Director of Information Resources reports to the Chief of Staff and 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.

The department serves the public by maintaining the TAHC web site for public outreach, education, and transparency in support of the agency mission. The department also provides online services, computer and phone support to TAHC staff assisting in their day to day operations. The department is responsible for providing security for all agency electronic services. 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;
 - 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.
- C. What evidence can you provide that shows the effectiveness and efficiency of this program or function? In Exhibit 12, provide a list of statistics and performance measures that best convey the effectiveness and efficiency of this program or function. Also, please provide the calculation or methodology behind each statistic or performance measure. Please do not repeat measures listed in Exhibit 2 unless necessary to understand the program or function.**

This is a support program, part of the TAHCs Indirect Administration. There are no statistics or performance measures to convey effectiveness and efficiency of this program and as such, (C) is not applicable.

Texas Animal Health Commission
Exhibit 23: Program Statistics and Performance Measures — Fiscal Year 2018

Program Statistics or Performance Measures	Dataset Reference Number* (if applicable)	Calculation (if applicable)	FY 2018 Target	FY 2018 Actual Performance	FY 2018 % of Annual Target
(Text)	(Number)	(Number)	(Number)	(Number)	(Percent)
(Text)	(Number)	(Number)	(Number)	(Number)	(Percent)

Table 23 Exhibit 23 Program Statistics and Performance Measures

- 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. If the response to Section III of this report is sufficient, please leave this section blank.**

The department has grown and continues to change as technology continues to change. The department managed Macintosh computers on the desktop, laptops supplied by the USDA for the field inspectors in the mid 1990's. Servers were minimal, supporting simple databases and the primary web site. Now the department manages a blend of Linux and Windows servers, laptops and rugged laptops in support of the field inspectors. Voice over Internet Protocol (VOIP) phones, cell phones, GPS and handheld devices are part of the systems maintained by the department.

- E. List any qualifications or eligibility requirements for persons or entities affected by this program, such as licensees, consumers, landowners, for example. Provide a statistical breakdown of persons or entities affected.**

Not applicable.

- F. Describe how your program or function is administered, including a description of the processes involved in the program or function. Include flowcharts, timelines, or other illustrations as necessary to describe agency policies and procedures. Indicate how field/regional services are used, if applicable.**

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.

- 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).**

- General Revenue - \$821,353.63
- Federal Funds
- Appropriated Receipts

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

Not applicable.

- 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.**

Not applicable.

- 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.**

Not applicable.

- K. If contracted expenditures are made through this program please provide**

- a short summary of the general purpose of those contracts overall;
- the amount of those expenditures in fiscal year 2018;
- the number of contracts accounting for those expenditures;
- the method used to procure contracts;
- top five contracts by dollar amount, including contractor and purpose;

- **the methods used to ensure accountability for funding and performance; and**
- **a short description of any current contracting problems.**

The contracted expenditures were for goods and services needed for the administration of the program. The total amount expended for 2018 was \$243,667.02 in 65 different contracts. The methods used to ensure accountability for funding is a CAPPs requisition process which includes approval of necessity and availability of funding. For performance accountability, management oversees application of the good/service, reporting on quality of the goods/services. Current contracting problems are that there are a limited number of vendors that provide animal health equipment for the state. The top five contracts are:

- 18-0124 – \$61,462.80; The method of procurement was DIR Contract (#DIR-SDD-1951). The contractor was Summus Industries, Inc. The purpose was Dell laptops.
- 18-0131 - \$57,712.72; The method of procurement was DIR Contract (#DIR-SDD-2503). The contractor was SHI Government Solutions, Inc. The purpose was Microsoft software annual license renewal.
- 18-0373 - \$26,651.94; The method of procurement was DIR Contract. The contractor was CWD Government Inc. The purpose was Unitrends annual software license renewal.
- 18-0421 - \$20,150.00; The method of procurement was DIR Contract (#DIR-TSO-3446). The contractor was Environmental Systems Research Institute. The purpose was ArcGIS annual software license renewal.
- 18-0953 - \$12,240.00; The method of procurement was DIR Contract (#DIR-TSO-3763). The contractor was Dell Marketing LP. The purpose was Mozy Enterprise endpoint security assets annual software license renewal.

L. Provide information on any grants awarded by the program.

No grants have been awarded by this program.

M. Are there any barriers or challenges that impede the program's performance, including any outdated or ineffective state laws? Explain.

As technology advances and equipment ages, support and maintenance costs increase. Older hardware often cannot run newer operating systems and presents support and security risks to the agency and the state. This situation can be mitigated by the IT life cycle replacement policy that allows TAHC to replace and upgrade our IT infrastructure. Telecommunication systems have the same support and maintenance issues. Cyber security is an ever present concern and the amount of work necessary to protect, track and report on the systems are increasing.

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

Not applicable.

- O. 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.

Not applicable.

- P. For each regulatory program, if applicable, provide detailed information on complaint investigation and resolution. Please adjust the chart headings as needed to better reflect your agency's particular programs. If necessary to understand the data, please include a brief description of the methodology supporting each measure.**

Not applicable.

Legal and Compliance

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

Name of Program or Function: Legal and Compliance

Location/Division: Statewide / Legal/Compliance

Contact Name: Bob Young, Investigator

Statutory Citation for Program: Texas Agriculture Code Chapter 161

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

The General Counsel reports to the Executive Director and provides legal counsel and representation in all aspects of internal operations, state and federal programs, personnel matters, contracts, and rulemaking. The investigators and General Counsel together enforce intrastate / interstate regulations. The authorized personnel program regulates veterinarians and TAHC CWD postmortem sample collectors authorized to perform functions involved in the agency's programs.

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 support 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 guidance to the agency's Human Resources function and related activities;
- serving as liaison between the agency and the State Auditor's Office and the State Office of Risk Management.

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. Three agency investigators perform detailed investigations and work to achieve voluntary compliance, although it could lead to an administrative penalty or complaints being filed in justice of the peace courts all over the state. A legal assistant maintains a database of all reported Compliance Action Requests as well as writes and distributes warning/information letters. This investigatory and compliance function is responsible for:

- evaluating, educating 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;
- 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:
 - An action may be handled through the filing of a Class "C" Misdemeanor in a 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;
 - An action involving a felony offense will result in a local prosecutor having to handle the matter. In the past, the Commission has filed several felony cases for indictment for alteration of a government document;
 - An action may also be handled through an Administrative Penalty process in which "Agreed Orders" are used to resolve issues.

Investigators will prepare for the hearing by reviewing current agency rules. Investigators will not limit their preparation to the specific violation presented by the Region Office. Other violations may be involved as well and the investigator will select the violation that best proves the elements of the case.

The investigators also perform many other tasks to assist the agency field staff. The below tasks are

- Provide compliance training and education to regional office and field staff
- Provide Livestock shipment training to all field staff
- Assist the field in all phases of disease work and investigation
- Assist management with development of new and revising agency policies and procedures
- Assist with training of new employees on daily duties
- Assist and perform investigations for the Texas Authorized Personnel Program
- Train and educate industry partners at livestock shows, fairs, and etc. on TAHC entry requirements
- Train and educate security personnel at pari-mutuel and non-pari-mutuel equine racing facilities on TAHC entry requirements
- Assist local, state, and federal law enforcement with livestock investigations

The Texas Authorized Personnel Program (TAPP), initiated in 2014, educates and certifies any Texas veterinarian and/or TAHC certified CWD postmortem sample collector who wishes to engage in an activity that is part of a state or federal disease control or eradication program. It also applies to all veterinarians issuing certificates of veterinary inspection for livestock, exotic livestock, fowl, and/or exotic fowl interstate and intrastate.

C. What evidence can you provide that shows the effectiveness and efficiency of this program or function? In Exhibit 12, provide a list of statistics and performance measures that best convey the effectiveness and efficiency of this program or function. Also, please provide the calculation or methodology behind each statistic or performance measure. Please do not repeat measures listed in Exhibit 2 unless necessary to understand the program or function.

**Texas Animal Health Commission
Exhibit 24: Program Statistics and Performance Measures — Fiscal Year 2018**

Program Statistics or Performance Measures	Dataset Reference Number* (if applicable)	Calculation (if applicable)	FY 2018 Target	FY 2018 Actual Performance	FY 2018 % of Annual Target
Number of Investigations	1.1.3.2	The Legal Coordinator totals the number of completed investigations	160	285	178.13%

Program Statistics or Performance Measures	Dataset Reference Number* (if applicable)	Calculation (if applicable)	FY 2018 Target	FY 2018 Actual Performance	FY 2018 % of Annual Target
Average Days - Compliance Action	1.1.3.1 (Eff)	Total the number of completed compliance actions. Total the number of days between receipt and closure for all the compliance actions. Calculate the average by dividing the total number of days to closure by the total number of compliance actions	20	14	
Authorized Personnel Program	1.1.1.4	Total the number of "head" entered in conjunction with activity code 080 (Authorized Personnel Training)	2,168	230	942.61%

Table 24 Exhibit 24 Program Statistics and Performance Measures *See Exhibit 2

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. If the response to Section III of this report is sufficient, please leave this section blank.

The program has changed due to efforts by the agency to educate the animal agriculture producers on the signs of disease and the risks associated with movement of diseased animals. The level of voluntary compliance has increased, and therefore, there are fewer investigators now than 20 years ago. Although the number of diseases addressed by the agency has increased, the number of infected herds overall has decreased due to education and surveillance efforts by the agency.

TAPP is kept current with industry needs and advances in technology. For example, CWD ante-mortem certification was added when live testing was implemented in the Cervid Health Program, with training provided via webinar.

E. List any qualifications or eligibility requirements for persons or entities affected by this program, such as licensees, consumers, landowners, for example. Provide a statistical breakdown of persons or entities affected.

In order for a veterinarian to have status in the TAPP, one must have an active Texas license, an active Texas USDA Category II Accreditation, have taken the required training (in person or online), and have submitted a TAPP Application. There are a few other certifications that veterinarians can take in addition to their Authorized Personnel certification. These include CWD Antemortem Certification (must renew every three years), Trichomoniasis Certification (must renew every five years), and Cervid TB Certification. TAHC Certified CWD postmortem sample collectors are also included in the TAPP. In order for veterinarians to gain status in this program, they need to take a hands-on training and submit a TAPP Application. TAHC Certified CWD postmortem sample collectors need to complete recertification (online or in person) every three years.

- F. Describe how your program or function is administered, including a description of the processes involved in the program or function. Include flowcharts, timelines, or other illustrations as necessary to describe agency policies and procedures. Indicate how field/regional services are used, if applicable.**

Legal and Compliance

The legal and compliance function is fulfilled in collaboration with field operations staff, the public, other state agencies, Federal agencies and other agency staff who report alleged violations to the general counsel or agency investigators. The three agency investigators main objective at the time of a case being assigned is to determine whether a violation of rule or law has occurred and proceed accordingly.

The assigned investigator will review the CAR/LSI, accompanying documents, and recommendation of the Region Office, and determine the actual offense. If the information is not complete, but can be easily obtained, the investigator will request the missing information from the Region Office. When the additional information is received, the investigator should again review for completeness.

The investigator will next gather additional documents and/or statements necessary to prove the allegation. He will then interview and obtain a statement from the violator. A case report including an incident/offense report, a narrative chronology, documents, and witness statements will be compiled.

If no offense is indicated, the investigator will note “no offense” on his report and forward it to the Legal Coordinator. The case may be closed due to lack of evidence.

If an offense is indicated, the investigator will discuss a course of action with the General Counsel and/or Senior Investigator. If the decision is to file a misdemeanor complaint, the investigator will determine the appropriate county and precinct/court to file in and prepare the appropriate complaint(s) with a copy of the statute/agency rules violated. The investigator will deliver a copy of the case report to the county or district attorney. The investigator will periodically check with the Justice of the Peace/County Attorney’s office regarding status of the complaint and be prepared to assist the prosecutor and give testimony if the case goes to trial. The investigator will inform the Legal Coordinator if a hearing is scheduled. The Legal Coordinator will enter the relevant court information in the Legal & Compliance database.

Procedure

When Region Office personnel observe evidence of a violation of Commission rules and regulations, they will complete a Compliance Action Request (CAR), TAHC form 98-44, and submit it to the Legal and Compliance department. In the event that personnel are performing Livestock Shipment Inspections (LSI), TAHC form 98-42, Livestock Shipment Inspection form may be used in the place of the CAR as long as the violation description is fully completed. All documentation supporting a violation should accompany the CAR or LSI to the Legal Department.

All compliance documents and accompanying documents must be emailed to the Legal email group.

The Central Office mail room staff will date stamp only the incoming CARs/LSIs. Accompanying documents, which may be used as evidence, will not be stamped. All documents will be delivered to the Legal Coordinator.

The Legal Coordinator will log all CARs in the Legal & Compliance database upon receipt and will check for previous offenses by the violator. The Legal Coordinator will then present the CAR/LSI to the General Counsel for the assignment of a priority level and course of action.

Priority Levels

The General Counsel will determine whether follow-up of facts is necessary and assign a priority level to the CAR/LSI.

The priority levels are defined as follows:

Urgent — This level requires immediate action in order to prevent the spread of infectious or communicable disease. The anticipated completion period for this priority level is thirty (30) days from the date of receipt.

Priority 1 — This level poses an immediate threat of infectious or communicable disease and/or involves serious offenses, a history of offenses by the violator, a likelihood of continuing disease threat, and impact of the violation on the industry. The anticipated completion period for this priority level is sixty (60) days from the date of receipt.

Priority 2 — This level poses no immediate threat, but warrants compliance action because of the nature of the offense and/or a history of offenses by the violator. The anticipated completion period for this priority level is ninety (90) days from the date of receipt.

Priority 3 — This level poses no threat of disease and generally requires no action beyond a warning letter. Some Priority 3 CARs may be returned to the Region Office for follow-up or may be closed due to insufficient information. Cases assigned warning letters will be completed within thirty (30) days from the date of receipt.

CAR Processing

The Legal Coordinator will send the appropriate required letter, signed by the General Counsel, to the violator and copy the Region Office. In the case of a warning letter, no further action is required and the Legal Coordinator will close the case. If the CAR/LSI requires either a demand or penning letter, the Legal Coordinator will send the letter to the violator and copy the Region Office, and then enter it in the Deadlines for Case Action log and direct the Region Office to follow up and let the Legal Coordinator know whether or not compliance was achieved.

If further investigation or a complaint filing is requested by the Region Office, the Legal Coordinator will forward the CAR/LSI and accompanying documents to the General Counsel who will review the documents and assign it to an investigator.

The assigned investigator will review the CAR/LSI, accompanying documents, and recommendation of the Region Office, and determine the actual offense. If the information is not complete, but can be

easily obtained, the investigator will request the missing information from the Region Office. When the additional information is received the investigator should again review for completeness.

The investigator will next gather additional documents and/or statements necessary to prove the allegation. He will then interview and obtain a statement from the violator. A case report including an incident/offense report, a narrative chronology, documents, and witness statements will be compiled.

If no offense is indicated, the investigator will note “no offense” on his report and forward it to the Legal Coordinator. The case may be closed due to lack of evidence.

If an offense is indicated, the investigator will discuss a course of action with the General Counsel and/or Senior Investigator. If the decision is to file a misdemeanor complaint, the investigator will determine the appropriate county and precinct/court to file in and prepare the appropriate complaint(s) with a copy of the statute/agency rules violated. The investigator will deliver a copy of the case report to the county or district attorney. The investigator will periodically check with the Justice of the Peace/County Attorney’s office regarding status of the complaint and be prepared to assist the prosecutor and give testimony if the case goes to trial. The investigator will inform the Legal Coordinator if a hearing is scheduled. The Legal Coordinator will enter the relevant court information in the Legal & Compliance database.

Investigators will prepare for the hearing by reviewing current agency rules. Investigators will not limit their preparation to the specific violation presented by the Area Office. Other violations may be involved as well and the investigator will select the violation that best proves the elements of the case.

Administrative Penalty

If the General Counsel determines that a case warrants an administrative penalty, then the following procedure will be followed:

The Legal Coordinator will prepare the Executive Director’s Notice of Violation and Report (NOV) setting out the facts of violation and penalty recommendation. The penalty is based on seriousness of offense, economic harm caused by violation, history of previous violations, amount of penalty necessary to deter future violations, efforts to correct the violation, and any other matter justice requires. Upon signature of the NOV by the Executive Director, the Legal Coordinator sends the NOV and an Agreed Order to the violator. These documents inform the violator of the right to a hearing, the amount of the penalty, and offer the option of foregoing a hearing and paying an administrative penalty.

Violator has twenty (20) days to accept the penalty or appeal the violation and/or amount of penalty. If the penalty is accepted, the violator signs the Agreed Order. The signed Agreed Order is presented to the Commission for approval at the next regularly scheduled meeting. Upon approval by the Commission, the violator has thirty (30) days to pay the administrative penalty.

If the NOV is appealed or not responded to by the violator, the General Counsel sets the case for hearing before the State Office of Administrative Hearings (SOAH). Upon completion of the hearing, the Administrative Law Judge (ALJ) issues a Proposal for Decision (PFD) which contains Findings of

Fact and Conclusions of Law along with the recommended penalty amount. At the next regularly scheduled meeting, the Commission will approve, modify or reject the ALJ's recommendation.

Thirty (30) days after the final order is issued, the violator can pay the penalty, pay the penalty and appeal the order to Travis County District Court; or appeal the order to Travis County District court and pay the penalty into the Court's escrow account, post a supercedeas bond, or file a pauper's oath alleging inability to post the bond. If a pauper's oath is filed, the Executive Director has five (5) days to contest the pauper's oath. A hearing is held as soon as possible.

The court considers the appeal as an administrative review, which is a substantial evidence review on the SOAH record. Upon appeal to district court, the case will be handled by the Attorney General's office.

Authorized Personnel Program

Training for the TAPP is offered both online and in person. For veterinarians, TAHC offers in person trainings at the TAHC Central Office in conjunction with USDA and DSHS every quarter. TAHC also administers this training to the 3rd year vet students at Texas A&M University College of Veterinary Medicine. The training provides an overview of both state and federal missions and regulatory functions and defines how private practitioners can support those functions. If veterinarians do not attend an in-person orientation, they can complete the same orientation via online modules. After they complete the online modules, they are required to contact their Regional Directors so that they may review the material with them.

As discussed in section E above, there are other certifications a veterinarian can obtain in addition to their Authorized Personnel Certification: these include CWD Antemortem Certification (Can be completed via online webinar and must be renewed every three years), Trichomoniasis Certification (Can be completed via online webinar and must be renewed every five years), and Cervid TB Certification (must be completed in person). Finally, for TAHC Certified CWD postmortem sample collectors, their initial certification must be an in-person training. After that they must renew this certification every threerd years via online module/quiz or by taking another in person training.

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).

- General Revenue - \$308,971.75
- Federal Funds
- Appropriated Receipts - \$934.50 (fees)

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

USDA's National Veterinary Accreditation Program is very similar when it comes to the TAPP except it is on the federal level. Veterinarians must complete an initial orientation with them and are required to renew their accreditation every three years. In order to do so, they must complete online modules, some of which include some information on disease control and eradication programs that the TAPP covers.

- 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.**

TAHC and USDA work very closely together when it comes to providing training for veterinarians in the state of Texas. As mentioned in the response to Question F, USDA and TAHC both provide joint trainings for veterinarians and vet students every year. USDA and TAHC also meet quite regularly throughout the year to discuss any issues that may arise regarding program functions and work together to resolve those issues.

- 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.**

The TAHC works cooperatively on a routine basis with a number of USDA subsidiary branches such as the Animal and Plant Health Inspection Service - Investigatory Enforcement Services (APHIS-IES) on compliance issues / investigations.

TAHC collaborates with Texas Parks and Wildlife on investigation matters.

TAHC works with Texas Southwest Cattle Raisers special rangers on criminal investigations.

TAHC refers potential violations of the Veterinary Practice Act to the Texas Board of Veterinary Medical Examiners for their investigation and enforcement process.

- K. If contracted expenditures are made through this program please provide**

- a short summary of the general purpose of those contracts overall;
- the amount of those expenditures in fiscal year 2018;
- the number of contracts accounting for those expenditures;
- the method used to procure contracts;
- top five contracts by dollar amount, including contractor and purpose;
- the methods used to ensure accountability for funding and performance; and
- a short description of any current contracting problems.

The contracts were for goods and services needed for the administration of the program. The total amount expended for 2018 was \$11,021.99 in 35 different contracts. The methods used to ensure accountability for funding is a CAPPS requisition process which includes approval of necessity and availability of funding. For performance accountability, management oversees application of the good/service, reporting on quality of the goods/services. Current contracting

problems are that there are a limited number of vendors that provide animal health equipment for the state. The top five contracts are:

- 18-0644 – \$2,478; The method of procurement was Delegated Authority, Open Market (under \$5,000), Proprietary Subscription. The contractor was Constant Contact. The purpose was renewal of annual software Constant Contact.
- 18-0177 - \$1,500.00; The method of procurement was DIR Contract (#DIR-TSO-3415). The contractor was Verizon Wireless. The purpose was cell phone service.
- 18-0242 - \$732.00; The method of procurement was a DIR Contract. The contractor was Thompson Reuters. The purpose was Assured Print.
- 18-0945 - \$680.13; The method of procurement was Delegated Authority, Open Market (under \$5,000), Procurement Card. The contractor was Southwest Veterinary Symposium. The purpose was exhibit booth rental electricity & carpeting.
- 18-0013 - \$628.20; The method of procurement was DIR Contract (#DIR-TSO-3420). The contractor was AT&T Wireless. The purpose was cell phone service.

L. Provide information on any grants awarded by the program.

No grants have been awarded by this program.

M. Are there any barriers or challenges that impede the program’s performance, including any outdated or ineffective state laws? Explain.

Not applicable.

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

Not applicable.

O. 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.

The Texas Authorized Personnel Program (TAPP) authorizes individuals to perform certain regulatory duties in the state of Texas. TAPP is able to authorize these individuals through different trainings offered online and in person throughout the year for both veterinarians and TAHC Certified Chronic Wasting Disease (CWD) postmortem sample collectors. TAPP also handles any issues we might have with individuals not performing their Authorized Personnel duties and takes action to correct these situations. It is imperative that we keep Authorized Personnel

trained and up to date on the different disease control and eradication programs we have in Texas since they are playing a vital role in our animal health and disease traceability.

The TAHC Authorized Personnel Department makes phone calls, sends letters, and also has the ability to suspend or revoke TAPP status when non-compliance is identified. In addition to the suspension and revocation of TAPP status as necessary, TAHC can refer compliance issues to external oversight agencies such as USDA or TBVME. Procedures for handling consumer/public complaints against regulated entities can be found at the following link: <https://www.tahc.texas.gov/complaints.html>.

P. For each regulatory program, if applicable, provide detailed information on complaint investigation and resolution.

**Texas Animal Health Commission
Authorized Personnel and Certified CWD Sample Collectors
Exhibit 25: Information on Complaints Against Regulated Persons or Entities
Fiscal Years 2017 and 2018**

	Fiscal Year 2017	Fiscal Year 2018
Total number of regulated persons	139 (vets that received Authorized Personnel Training) 478 (TAHC Certified CWD Postmortem Sample Collectors that received training)	113 (vets that received Authorized Personnel Training) 435 (TAHC Certified CWD Postmortem Sample Collectors that received training)
Total number of complaints received from the public	0	0
Total number of complaints initiated by agency	14	21
Number of complaints pending from prior years	1	3
Number of complaints found to be non-jurisdictional	0	0
Number of jurisdictional complaints found to be without merit	0	0
Number of complaints resolved	10	18
Average number of days for complaint resolution	This information is not tracked	This information is not tracked
Complaints resulting in disciplinary action:	9	18
administrative penalty	0	0
reprimand	6	10
probation	0	0
suspension	2	0
revocation	0	0
Other	3	8

Table 25 Exhibit 25 Information on Complaints Against Persons or Entities

Other Support Services

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

Name of Program or Function: Support Services

Location/Division: Central Office / Staff Services

Contact Name: Larissa Schmidt, Chief of Staff

Statutory Citation for Program: Texas Agriculture Code Chapter 161

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

The program services the employees of the agency by managing the fleet, inventory control, supplies, warehousing, printing, records retention and mail services.

C. What evidence can you provide that shows the effectiveness and efficiency of this program or function? In Exhibit 12, provide a list of statistics and performance measures that best convey the effectiveness and efficiency of this program or function. Also, please provide the calculation or methodology behind each statistic or performance measure. Please do not repeat measures listed in Exhibit 2 unless necessary to understand the program or function.

This is a support program, part of the TAHCs Indirect Administration. There are no statistics or performance measures to convey effectiveness and efficiency of this program and as such, (C) is not applicable.

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. If the response to Section III of this report is sufficient, please leave this section blank.

In 1973, the program first centralized the operations previously done in the field. The agency purchased its first truck in 1946. In 1999, TAHC was granted budget authority to purchase a fleet of light trucks to serve the needs of field staff. The agency has gone from 62 vehicles in 2015 (including six leased) to 109 vehicles today. The original staff services division managed supplies and inventory and has grown to include printing services, records retention and mail operations.

E. List any qualifications or eligibility requirements for persons or entities affected by this program, such as licensees, consumers, landowners, for example. Provide a statistical breakdown of persons or entities affected.

Not applicable.

- F. Describe how your program or function is administered, including a description of the processes involved in the program or function. Include flowcharts, timelines, or other illustrations as necessary to describe agency policies and procedures. Indicate how field/regional services are used, if applicable.**

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.

- 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).**

- General Revenue - \$225,692.04
- Federal Funds
- Appropriated Receipts

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

Not applicable.

- 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.**

Not applicable.

- 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.**

Not applicable.

- K. If contracted expenditures are made through this program please provide**

- a short summary of the general purpose of those contracts overall;
- the amount of those expenditures in fiscal year 2018;
- the number of contracts accounting for those expenditures;
- the method used to procure contracts;
- top five contracts by dollar amount, including contractor and purpose;
- the methods used to ensure accountability for funding and performance; and
- a short description of any current contracting problems.

The contracted expenditures were for goods and services needed for the administration of the program. The total amount expended for 2018 was \$132,854.86 in 127 different contracts. The methods used to ensure accountability for funding is a CAPPs requisition process which includes approval of necessity and availability of funding. For performance accountability, management oversees application of the good/service, reporting on quality of the goods/services. Current contracting problems are that there are a limited number of vendors that provide animal health equipment for the state. The top five contracts are:

- 18-0132 – \$18,930.81; The method of procurement was DIR Contract (#DIR-TSO-3101). The contractor was Canon Financial. The purpose was annual copier rental.
- 18-0697 - \$5,796.00; The method of procurement was Term Contract (#962-M3). The contractor was Workquest. The purpose was for a temporary employee.
- 18-0188 - \$4,500.00; The method of procurement was Term Contract (#620-A1). The contractor was Workquest. The purpose was procurement of office supplies for the month of October.
- 18-0122 - \$7,629.12; The method of procurement was Term Contract (#962-M2). The contractor was Lone Star Overnight. The purpose was for shipping.
- 18-0346 - \$4,518.00; The method of procurement was Delegated Authority, Open Market (under \$5,000). The contractor was Life Storage. The purpose was annual storage unit charge.

L. Provide information on any grants awarded by the program.

No grants have been awarded by this program.

M. Are there any barriers or challenges that impede the program’s performance, including any outdated or ineffective state laws? Explain.

Not applicable.

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

Not applicable.

O. 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.

Not applicable.

- P. For each regulatory program, if applicable, provide detailed information on complaint investigation and resolution. Please adjust the chart headings as needed to better reflect your agency's particular programs. If necessary to understand the data, please include a brief description of the methodology supporting each measure.

Not applicable.

VIII. Statutory Authority and Recent Legislation

- A. Fill in the following charts, listing citations for all state and federal statutes that grant authority to or otherwise significantly impact your agency. Provide information on Attorney General opinions from FY 2013–2018, or earlier significant Attorney General opinions, that affect your agency's operations.

Texas Animal Health Commission Exhibit 26: Statutes

Statutes

Citation / Title	Authority / Impact on Agency (e.g., "provides authority to license and regulate nursing home administrators")
Ag Code Ch 161. General Disease and Pest Control.	Provides authority for the agency to exist and mandates it to protect livestock and fowl from disease.
Ag Code Ch 162. Tuberculosis Control.	Authorizes TAHC to cooperate with the United States Department of Agriculture and the county commissioners courts in a cooperative program for the eradication of tuberculosis among cattle and the establishment of areas based on prevalence of the disease.
Ag Code Ch 163. Brucellosis Control.	Authorizes TAHC to cooperate with the United States Department of Agriculture and the county commissioners courts in a cooperative program for the eradication of bovine brucellosis.
Ag Code Ch 164 Scabies Control.	Provides for TAHC to oversee a scabies eradication program.
Ag Code Ch 165. Control of Diseases of Swine.	Authorizes TAHC to cooperate with the United States Department of Agriculture and the county commissioners courts in a cooperative program for the eradication of diseases of swine.
Ag Code Ch 167. Tick Eradication.	Directs the agency to eradicate cattle fever ticks and authorizes it to adopt rules, employ staff, assist county officials and enter into cooperative agreements with other states and the federal government.
Ag Code Ch 168. Pullorum Disease and Fowl Typhoid Control.	Authorizes the agency to quarantine a flock infected with pullorum disease and fowl typhoid.
Ag Code Sec. 134.004. Contracts.	Authorizes TDA, TCEQ, TAHC and TPWD to contract with state, federal, or private entities for assistance in the regulation of aquaculture.

Self-Evaluation Report

Citation / Title	Authority / Impact on Agency <i>(e.g., "provides authority to license and regulate nursing home administrators")</i>
Ag Code Sec. 2.006. Policy: Protection of State From Certain Pests and Diseases.	Mandates that TDA, with the assistance of TAHC, shall pursue a policy of ensuring that the borders of this state are secure from shipments of potentially dangerous plant and animal pests and diseases.
Ag Code. Sec. 71.0082. Inspections for Certain Pests and Diseases.	Mandates that, In addition to vehicle inspections authorized under Section 71.0081, TDA and TAHC, under the direction of TDA, shall jointly conduct road station and interstate shipment inspections as feasible at strategic points throughout this state and as determined to be appropriate by TDA and TAHC, taking into consideration the significance of plant and animal inspections in proactively protecting this state's borders.
Ag Code Sec. 146.022 Contracts.	The department shall enter into any cooperative agreement initiated by the Texas Animal Health Commission under Ag Code Sec. 161.053 which says that TAHC may enter into a cooperative agreement with TDA to use for animal health purposes livestock export pens controlled by the department.
Ag Code Sec. 147.042. Record of Transportation.	Authorizes TAHC to prescribe the format for a livestock auction commission merchant to keep a record of the motor vehicle and trailer or semitrailer on which livestock is transported to the place of sale, as well as the format for a record of the motor vehicle and trailer or semitrailer on which livestock is transported from the place of sale.
Ag Code Sec. 148.011 Record of Purchase and Slaughter.	Requires slaughterers to record livestock purchase or slaughter and make it available to TAHC within 24 hours. Requires TAHC to disseminate the requirements to interested persons. Requires TAHC to carry out occasional spot checks of places maintained by slaughterers in order to determine compliance.
Ed Code Sec. 88.623 Rural Veterinarian Incentive Program Committee; Rules.	Names the TAHC executive director or designee as a member of the rural veterinarian incentive program committee.
Gov Code Sec. 418.190 Agriculture Emergency Plan.	Requires TAHC, in coordination with TDEM, to prepare and keep current an agriculture emergency response plan as an annex to the state emergency management plan. Requires TAHC to include the plan in an annual report to the legislature and the office of the governor.
Gov Code Sec. 421.021. Membership.	Names TAHC as a member of the Homeland Security Council.
Health and Safety Code Sec. 81.008. Communicable Disease in Animals; Exchange of Information.	Requires TAHC to adopt by rule an MOU, also adopted by rule by the executive commission, governing the exchange of information on communicable diseases in animals between the department and those entities.
Health and Safety Code Sec. 435.006. Permit to Sell Milk.	Prohibits the Health Department from issuing a permit to sell milk to a person for a producer dairy located in an area infected with or at a high risk for bovine TB, as determined epidemiologically and defined by rule of the TAHC.
Occupations Code Sec. 801.256. Special License to Practice Veterinary Medicine.	Authorizes the TVBME to issue a "special license" to a veterinarian employed by TAHC.

Citation / Title	Authority / Impact on Agency (e.g., "provides authority to license and regulate nursing home administrators")
Parks and Wildlife Code Sec. 43.369. Deer Breeder Database.	Requires TPWD in conjunction with TAHC to develop and maintain a database to be shared by both parties. Requires TPWD and TAHC, by rule, to provide incentives to deer breeders whose cooperation results in reduced costs and increased efficiency by offering reduced fees for the deer breeder permit, and a permit with an extended duration. Authorizes TAHC to adopt rules to implement this section.
US Code of Federal Regulations Title 9 Chapter I—Animal and Plant Health Inspection Service, Department of Agriculture	This section of the CFR works alongside and in support of our enabling statute.
US Code of Federal Regulations Title 9 Part 79—Animal and Plant Health Inspection Service, Department of Agriculture	United States Department of Agriculture (USDA) regulations require the identification of sheep and goats moving in interstate commerce.

Table 26 Exhibit 26 Statutes

There are no Attorney General opinions from FY 2013–2018, or earlier significant Attorney General opinions, that affect this agency's operations.

- B. Provide a summary of significant legislation regarding your agency by filling in the charts below or attaching information already available in an agency-developed format. Briefly summarize the key provisions. For bills that did not pass but were significant, 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). Place an asterisk next to bills that could have a major impact on the agency. See Exhibit 15 Example.**

**Texas Animal Health Commission
Exhibit 27: 86th Legislative Session**

Legislation Enacted

Bill Number	Author	Summary of Key Provisions
HB 3348	Guillen	Allows a landowner to continue to receive an agriculture property tax exemption, even if the landowner stops using the land for agriculture purposes while the land is under temporary quarantine for fever ticks.
SB 810	Perry	<p>SB 810 would require a breeder deer to be identified by an electronic identification device in addition to an identification tag and ear tattoo.</p> <p>The Texas Parks and Wildlife Department would be required to create and maintain a database containing electronic identification device numbers entered by deer breeders. In making a determination to destroy a deer due to public health concerns, the department would have to consider an electronic identification device as evidence of positive identification for a breeder deer that could not be identified by either an identification tag or ear tattoo.</p> <p>An electronic identification device applied to a breeder deer would have to meet certain requirements specified in the bill. The bill also would specify additional requirements for both ear tattoos and identification tags, including that identification tags be commercially manufactured and have five alphanumeric characters.</p>

Bill Number	Author	Summary of Key Provisions
		The bill will take effect September 1, 2019, and would apply only to breeder deer born on or after January 1, 2020.

Table 27 Exhibit 27 Legislation Enacted 86th Leg

Legislation Not Passed

Bill Number	Author	Summary of Key Provisions / Reason Bill Did Not Pass
HB 1563*	Nevarez	<p>As filed, HB 1563 would have given the Texas Department of Agriculture (TDA) exclusive authority to license animal export processing facilities in Texas. These are essentially facilities where livestock are held for inspection by Mexican officials, pending export to Mexico. TDA operates a handful of these facilities, but there are a handful that are privately operated.</p> <p>A House Floor Amendment changed the agency responsible from TDA to TAHC.</p>
HB 1591*	Springer	<p>Amends the Agriculture Code to add native cervidae to the list of animals TAHC is authorized/obligated to protect from disease. Adds CWD to the list of reportable diseases. Requires TAHC to work collaboratively with TPWD to effectively carry out its responsibilities with regard to protecting native deer from disease.</p> <p>Amends Parks and Wildlife Code to prohibit TPWD from making regulations concerning the movement within the release site for breeder deer based on disease control under the jurisdiction of TAHC.</p>
SB 1884	Kolkhorst	<p>SB 1884 would have created a new criminal offense for a person who:</p> <ul style="list-style-type: none"> (1) intentionally releases, steals, destroys, or otherwise causes the loss of an animal or crop from an animal or crop facility without the consent of the owner or operator of the animal or crop facility; (2) damages, vandalizes, or steals any property on or from an animal or crop facility; (3) breaks and enters into an animal or crop facility with the intent to destroy, alter, duplicate, or obtain unauthorized possession of records, data, materials, equipment, animals, or crops; (4) knowingly obtains control by theft or deception or exerts unauthorized control over any records, data, materials, equipment, animals, or crops of an animal or crop facility for the purpose of depriving the owner or operator of the facility or the facility of records, data, materials, equipment, animals, or crops; (5) possesses or uses records, materials, data, equipment, crops, or animals in any way to copy or reproduce records or data of an animal or crop facility knowing or reasonably believing that the records, data, materials, equipment, animals, or crops have been obtained by theft or deception or without the authorization of the owner or operator of the animal or crop facility; or (6) enters or remains on an animal or crop facility with the intent to commit an act prohibited under this section. <p>The bill also states that the animal or crop facility owner or operator may bring an action for injunctive relief against a person who engages or threatens to engage in this offense. The court may grant a temporary restraining order, temporary injunction or permanent injunction.</p>
HB 3181/SB 1596	Bailes/Hall	<p>HB 3181 or SB 1596 would have amended the Occupations Code to create a definition for "breeding stock." The bills said that a veterinarian may administer, prescribe, dispense, or deliver any drug for off-label use in breeding stock. An owner or caretaker may use a drug in breeding stock in the manner prescribed by a veterinarian.</p>

Table 28 Exhibit 27 Legislation Not Passed 86th Leg

IX. Major Issues

The purpose of this section is to briefly describe any potential issues raised by your agency, the Legislature, or stakeholders that Sunset could help address through changes in statute to improve your agency's operations and service delivery. Inclusion of an issue does not indicate support, or opposition, for the issue by the agency's board or staff. Instead, this section is intended to give the Sunset Commission a basic understanding of the issues so staff can collect more information during our detailed research on your agency. Some questions to ask in preparing this section may include: (1) How can your agency do a better job in meeting the needs of customers or in achieving agency goals? (2) What barriers exist that limit your agency's ability to get the job done?

Emphasis should be given to issues appropriate for resolution through changes in state law. Issues related to funding or actions by other governmental entities (federal, local, quasi-governmental, etc.) may be included, but the Sunset Commission has no authority in the appropriations process or with other units of government. If these types of issues are included, the focus should be on solutions that can be enacted in state law. This section contains the following three components.

ISSUE #1: Companion Animals

A. Brief Description of Issue

There is no state agency or program that has specifically been given responsibility in statute for handling companion animal needs during a disaster.

B. Discussion

Although it has not been made official via statute, the Texas Division of Emergency Management (TDEM) assigned the responsibility of companion animal disaster planning and response coordination to TAHC after the PETS Act of 2006. During the Hurricane Harvey response, TAHC coordinated the efforts of multiple entities to assure shelter and care was provided for companion animals evacuated or rescued during the storm and ensuing floods. TAHC activated the Animal Response Operations Coordination Center, and assigned resources to work with USDA Animal Care, Non-Governmental Organizations (NGOs) such as the Houston SPCA, and various other state and federal agencies in this effort. TAHC responded to multiple State of Texas Assistance Requests (STARs) related to companion animals, and coordinated the deployment of the Texas A&M Veterinary Emergency Team (VET) to provide medical support for resident animals, as well as animals in evacuation shelters. TAHC field staff worked hands-on to help feed and water animals in shelters, and assured local jurisdictions were receiving all necessary supplies. The Texas Department of Agriculture, Texas A&M AgriLife Extension, and partnering NGOs in association with local jurisdictions managed receiving, storage, and distribution of donated pet food and pet related supplies, though with some difficulty due to the large volume. The TAHC conducts similar coordination and response efforts in support of local jurisdictions in all disasters which may affect animals, including smaller, localized incidents.

C. Possible Solutions and Impact

During the Strategic Fiscal Review of TAHC, the LBB recommended that the Legislature “amend Government Code, §418.043, and Agriculture Code, §161.0416, to clarify the Texas Animal Health Commission's role in planning and responding to disasters related to companion animals.” TAHC believes it is the appropriate agency to be officially assigned the responsibility for companion animals in emergency responses, though it would need to be a narrowly defined role. For example, the agency has the resources to coordinate the efforts of responding entities and animal shelters, but not to be responsible for rescuing animals or for ensuring the humane treatment of animals. Currently allegations of animal cruelty, including livestock and companion animals, are handled at the local level. If that role were moved to the responsibility of this agency, the agency would be quickly overwhelmed. The TAHC anticipates these responsibilities would remain at the local level. The clarification would focus on the companion animal related responsibilities needed at the state level. By clearly identifying TAHC's role through statute, the agency would have a greater ability to prioritize training, resource, and response capabilities for companion animal related issues in disasters.

ISSUE #2: Animal Export Processing Facilities

A. Brief Description of Issue

TAHC is not notified when livestock taken to animal export processing facilities are rejected by Mexico. The agency does not know whether these rejected animals meet state entry requirements, or the disposition of the animals after they left the facility. The agency has been unable to get this information from any facility.

B. Discussion

There are a handful of animal export processing facilities in South Texas where livestock are taken prior to being exported to Mexico. Some of the facilities are operated by the Texas Department of Agriculture, but five others are privately-owned and operated. When livestock are brought through Texas to Mexico, they are not required to meet the same entry requirements as livestock staying in Texas. Representatives from Mexico come into Texas to the facility to inspect the animals. If Mexico rejects any livestock, they are not taken to Mexico. The livestock might be transported to another state or sold to an unsuspecting buyer, but more often, they are moved to a nearby location and remain. Since TAHC is not notified, the agency is unable to determine if the animals meet entry requirements related to testing or tagging, and are unable to track those animals if there is a disease or fever tick outbreak. This hampers the agency's ability to carry out a key part of TAHC's mission, that being protecting the health and marketability of the state's livestock.

C. Possible Solutions and Impact

In the past two legislative sessions, Rep. Nevarez has filed legislation giving Texas Department of Agriculture regulatory authority over the privately-operated processing facilities. His testimony

in hearings earlier this year regarding HB 1563 (86R) have been about safety issues with the pens that hold the livestock. Giving TDA regulatory authority over the privately-operated pens would address the safety issues. However, this solution would not fix the concerns held by TAHC.

The final version of HB 1563 would have given TAHC regulatory authority over the facilities. That would resolve the safety issues with the pens as well as the issue with livestock refused by Mexico. The agency would pass rules regarding the information needed by the agency, and with current resources, the agency could inspect facilities at least once a year (more if there are specific concerns). With additional resources, the agency could increase the number of inspections.

A third solution would be to require all export processing facilities to notify TAHC if there are livestock who are rejected by Mexico, so that a TAHC inspector can follow up to ensure the animals meet entry requirements and document where the livestock are going. Currently, TAHC is unable to get this information from TDA without an open records request, which does not leave the opportunity for TAHC to send an inspector to follow up on the livestock in a timely manner. TAHC has reached out to import authorities in Mexico to establish a reporting process for rejected animals. Though a process was agreed upon, no information has been shared with TAHC by Mexico.

ISSUE #3: PT Testing of Poultry

A. Brief Description of Issue

By statute, TVMDL is tasked with administering a program to control and eradicate pullorum disease and fowl typhoid (PT) in Texas. However, they are prohibited from charging for the test, and have been unable to collect fees sufficient to cover the cost of the program.

B. Discussion

Under both statute and Texas Administrative Code, poultry going to any shows or sales must be from a certified free hatchery or flock, or be PT tested. Until recent years, TVMDL employed field technicians to conduct P-T tests and inspections onsite. They visited nearly 1,900 premises each year including backyard bird producers as well as 4-H members with birds going to a show. This program was costing TVMDL approximately \$350,000 a year with no line item in their state appropriations. They are prohibited by statute from charging for testing.

TVMDL made the decision to stop conducting tests themselves, and instead have been training private individuals to conduct the tests. Those individuals can charge for the tests. While TVMDL has trained and authorized a sufficient number of people to conduct testing around the state, TAHC has received complaints from poultry owners who claim they couldn't find a trained tester willing to test their birds or, if they did find someone, the fee was more than they could afford.

A complicating factor is the national shortage of the PT antigen used in the on-site testing. For this reason, individuals are unable to have their flocks tested in accordance with federal and state requirements.

C. Possible Solutions and Impact

USDA is working to resolve the national shortage of PT antigen, so there is no immediate need to seek a state solution.

TAHC believes it could, with relative efficiency, conduct PT testing with the livestock inspectors who are already traveling around the state conducting initial and annual inspections of flocks required to enroll in the fowl registration program.

TAHC is currently authorized by statute to quarantine affected flocks and prescribe the manner in which quarantined flocks are disposed. Given the regulatory nature of administering the PT program, the TAHC believes it is the better suited agency to serve the state in this capacity. Via statutory change, TAHC could take over the administration of the program entirely. This change would address the concerns of poultry owners regarding the availability of tests, and would assure the health and marketability of Texas poultry are protected, while requiring only a minimal number of additional FTEs and related funding.

Another option is to have TAHC inspectors conduct the tests on behalf of TVMDL through a Memorandum of Understanding. This could be accomplished with current resources.

ISSUE #4: Contingency Funding in Disease Outbreak

A. Brief Description of Issue

There are no provisions in Article VI of the Appropriations Act that will allow TAHC to have access to contingency funds when diseases of significant consequence are discovered during a biennium when funds have already been allocated.

B. Discussion

The lack of contingency funding is problematic for the agency. It is an issue that could create great hardship to the agency when an unanticipated disease response is required and agency funds are expended to the extent that other agency operations can no longer be funded.

C. Possible Solutions and Impact

A rider could be included in the Appropriations Bill that would allow the agency to solicit approval through the Governor's Office and the LBB to use set-aside funds for disease response when needed. This would ensure that TAHC has the ability to always provide necessary protection for the state's animal agriculture, which has a major impact on the state's economy.

ISSUE #5: Chronic Wasting Disease

A. Brief Description of Issue

Some members of the deer breeder industry want TAHC to manage the deer breeder programs instead of TPWD. Some members of the agriculture livestock industry want TPWD to manage the Chronic Wasting Disease (CWD) eradication program in native wildlife instead of TAHC. Still others believe the division of responsibility as it currently exists is the most efficient and effective way to manage both the deer breeder program and CWD eradication.

B. Discussion

By statute, TPWD has authority over natural resources, which in this discussion means native cervids (white-tailed deer and mule deer). TPWD has the authority to issue permits for breeder deer facilities. When breeders are moving deer between facilities or liberating deer from facilities, TPWD is the administrator of that, and they have a database to manage the permitted movement and current herd status.

By statute, TAHC has authority over exotic livestock, which includes exotic cervids, some of which are known to be susceptible to CWD (elk, Sika, red deer, moose, reindeer, and any hybrids of these). Because CWD has been found in native cervids in Texas, and because CWD threatens the health of susceptible exotic livestock, management of CWD in native cervids falls under the statutory authority of TAHC. TAHC works closely with TPWD, and has taken the lead on disease eradication within breeder herds by developing herd testing plans as well as requirements for lifting movement restrictions. There are members of the industry who have asked for legislation that would move the entire deer breeder program (including more than just disease eradication) under the authority of TAHC instead of TPWD. There are members of the agriculture livestock industry who believe that TAHC should not be involved in any native cervid disease programs.

C. Possible Solutions and Impact

One solution would be to move the entire deer breeder program under the authority of TAHC. However, the agency does not have the resources to manage the entire program, including the management of TWIMS, the database developed by TPWD to store herd inventory data and track individual deer movement permits for the approximately 1300 enrolled breeder deer operations and additional release sites. TPWD does have staff to manage that program. More importantly, native deer are owned by the state of Texas. They are wildlife, not livestock. To do anything more than disease management would be burdensome and inappropriate. TAHC doesn't have the staff to handle CWD rulemaking. Management of this public resource and the breeder deer program best fits the mission of TPWD.

Another solution would be to move the management of CWD entirely under the authority of TPWD. However, TAHC has veterinarians and veterinary epidemiologists and the knowledge and

experience to customize herd plans that effectively mitigate disease. Disease management best fits the mission and expertise of the TAHC.

The partnership between TAHC and TPWD, and the current division of responsibility, is working well. Native deer are owned by the state, so this falls under Parks and Wildlife because they aren't considered livestock. Increased collaboration and rulemaking by both agencies related to chronic wasting disease resulted in an investigation and report by the Legislative Budget Board (LBB) finalized in April of 2019. LBB staff found no indications that the collaboration between TAHC and TPWD results in duplication of effort.

X. Other Contacts

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

Texas Animal Health Commission Exhibit 29: 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	Email Address
Texas Veterinary Medical Association Elizabeth Choate	8104 Exchange Drive Austin, TX 78754	512-452-4224	Echoate@tvma.org
Texas Farm Bureau Tracy Tomascik	Box 2689 Waco, TX 78702-2689	254-751-2266	ttomascik@txfb.org
Texas Pork Producers Brandon Gunn	TPPA, Inc. P.O. Box 10168 Austin, TX 78766	512-453-0615	bgunn@texaspork.net
Texas Poultry Federation James Grimm/JC Essler	595 Round Rock West Dr Suite 305 Round Rock, TX 78681	512-248-0600	jgrimm@texaspoultry.org
Texas Association of Dairymen Darren Turley	PO Box 13182 Austin, TX 78711	817-410-4538	dturley@milk4texas.org
Exotic Wildlife Association Charly Seale	231 Thompson Drive, Kerrville, TX 78028	830-315-7761	info@myewa.org
Texas Deer Breeders Corp Tim Condit	210 Davis St Suite 100 Mesquite, TX 75149	972-289-3100	tim@dcbdeer.com

Group or Association Name/ Contact Person	Address	Telephone	Email Address
Texas Deer Association Patrick Tarlton	1464 E Whitestone Blvd. Suite 1102 Cedar Park TX 78613	210-767-8300	patrick@texasdeerassociation.com
Texas Wildlife Association David Yeates Joey Park	3663 Thousand Oaks Dr San Antonio, TX 78247	210-826-2904	dyeates@texas-wildlife.org joeypark@austin.rr.com
Texas Sheep and Goat Raisers Association Victoria Powers	Box 2290 San Angelo, TX 76902	325-655-7388	tsgra@wcc.net
American Boer Goat Association Mary Ellen Villareal	1207 S. Bryant Blvd. Suite C San Angelo, TX 76903	325-486-2242	mary@abga.org
American Dorper Sheep Breeders Society Phillip Glass	Box 218 Water Valley, TX 76958	325-465-4267	dorper@dorper.net
Livestock Marketing Association of Texas Jesse Carver	PO Box 9128 Austin, TX 78766	512-467-2722	icarver@lmaweb.com
Texas Cattle Feeders Association Ross Wilson Josh Winegarner	5501 W I-40 Amarillo, TX 79106	800-299-8232 806-457-2300	ross@tcfa.org josh@tcfa.org
Texas and Southwestern Cattle Raisers Association Kaleb McLaurin	1301 W Seventh St. Suite 825 Austin, TX 78701	817-332-7064 512-469-0171	kmclaurin@tscra.org
American Brahman Breeders Association Shelby Scheifelbein	3003 South Loop West Suite 140 Houston, TX 77054	713-349-0854	abba@brahman.org
Beefmaster Breeders United Collin Osbourn	118 W Bandera Road, Boerne, TX 78006	210-732-3132	cosbourn@beefmasters.org
Texas Hereford Association Jack Chastain	4609 Airport Freeway Fort Worth, TX 76117	817-831-3161	texashereford@sbcglobal.net
New Mexico Cattle Growers Association Caren Cowan	Contact by phone or email, please	505-247-0584	nmcga@nmagriculture.org
Santa Gertrudis Breeders International John E. Ford	P.O. Box 1257 Kingsville, Texas 78364	361-592-9357	jford@santagertrudis.com
International Brangus Breeders Association Darrell Wilkes	Box 809 Adkins, TX 78101	210-696-8231	dwilkes@gobrangus.com

Self-Evaluation Report

Group or Association Name/ Contact Person	Address	Telephone	Email Address
Texas Angus Association Wendell Gibson	131 East Exchange Ste 116 Ft Worth, TX 76764	817-740-0778	taa@texasangus.com
United Braford Breeders Emma Ramirez	5380 Old Bullard Road Ste 600 Tyler, TX 75703	936-569-8200	ubb@brafords.org
Dairy Producers of New Mexico	PO Box 6299 5106 South Main Roswell, NM 88202	505-622-1646	dpnm3@juno.com
Texas Polled Hereford Association Chad Oates	P.O. Box 9 Rising Star, TX 76471	361-571-8742	manager@txpha.org
Texas Longhorn Breeders Association of America Rick Fritsche	Box 4430 Fort Worth, TX 76164	817-625-6241	rick@tlbaa.org
Texas Thoroughbred Association Mary Ruyle	192 Cimmarron Park Loop, Suite A Buda, Texas 78610	512-458-6133	maryr@texasthoroughbred.com
North Texas Eventing Association Amber Block	P.O. Box 1224 Prosper, Texas 75078		info@nteventing.org
Central Texas Dressage Society Jan Colley	Contact by email, please		itcolley@aol.com
Texas Arabian Distance Riders Association Charles Bass	Box 532 Wortham, TX 76693		rebelcjb@aol.com
American Quarter Horse Association Craig Huffines	P.O. Box 200 Amarillo, TX 79168	806-376-4811	
Texas Beef Council, Jennifer Matison	8708 Ranch Road 620 N Austin, Texas 78726	512-335-2333	beefteam@txbeef.org

Table 29 Exhibit 28 Interest Groups

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	Email Address
Texas Dairy Herd Improvement Association Dennis Marsh - General Manager	301 23 rd St, Rm 117B Canyon, TX, 79015	806-651-8750	info@texasdhia.com

Group or Association Name/ Contact Person	Address	Telephone	Email Address
Southern Animal Health Association Boyd Parr (State Vet of South Carolina, SC is the former SAHA President)	Clemson University PO Box 102406 Columbia, SC 29224-2406	(803) 788-2260	bparr@clemson.edu
Southern Animal Agriculture Disaster Response Alliance Kathryn MacDonald, DVM	Virginia Dept of Agriculture & Consumer Services 102 Governor St. Richmond, VA 23219	804-225-2955	kathryn.macdonald@vdacs.virginia.gov
United States Animal Health Association Kelly Janicek	4221 Mitchell Ave. Saint Joseph, MO 64507	816-671-1144	kelly@usaha.org
Southwest Meat Association Dr. Joe Harris	505 University Dr E Ste. 701 College Station, TX 77840	979-846-9011	

Table 30 Exhibit 28 Interagency, State, and National Association

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	Email Address
Texas Governor's Office Policy Analyst Julie Frank Budget Analyst Fisher Reynolds	Box 12428 Austin, TX 78711 1100 San Jacinto Blvd Austin, TX 78711	512-463-2000	Julie.Frank@gov.texas.gov Fisher.Reynolds@gov.texas.gov
Texas Board of Veterinary Medical Examiners John Helenberg, Executive Director Wanda Bennett – Licensing Kevin McDonald - Investigator	333 Guadalupe Street Suite 3-810 Austin, Texas 78701	512-305-7561 512-305-7863 512-656-5426	John.helenberg@veterinary.texas.gov wanda@veterianry.texas.gov Kevin.McDonald@veterinary.texas.gov
TCEQ Emergency Management Michelle Havelka	12100 Park 35 Circle Bldg D Austin, TX 78753	512-239-3134	Michelle.havelka@tceq.texas.gov
TAMU VET Dr. Wesley Bissett	660 Raymond Stotzer Pkwy College Station, TX 77843	(979) 845-5051	wbissett@cvm.tamu.edu

Self-Evaluation Report

Agency Name / Relationship / Contact Person	Address	Telephone	Email Address
<p>Texas Department of State Health Services Dr. Tom Sidwa, State Public Health Veterinarian</p> <p>Pamela J. Wilson – Zoonosis Control</p> <p>Sofia Stifflemire - brucellosis;</p> <p>Jonathan Ledbetter - human flu (i.e. swine or avian origin)</p> <p>Dr. James Dillon- Meat Safety Assurance</p>	<p>T-813, MC 1956 Austin, TX</p>	<p>512-776-6628</p> <p>512-776-6622</p> <p>512-231-5669</p> <p>512-776-6223</p> <p>512-834-6760</p>	<p>Tom.Sidwa@dshs.texas.gov</p> <p>pam.wilson@dshs.texas.gov</p> <p>Sofia.Stifflemire@dshs.texas.gov</p> <p>Johnathan.Ledbetter@dshs.texas.gov</p> <p>James.Dillon@dshs.texas.gov</p>
<p>Division of Emergency Management Nimm Kidd – Chief of EM Chuck Phinney</p>	<p>6121 N Lamar Blvd Austin, TX 78752</p> <p>1033 La Posada Dr Austin, TX 78752</p>	<p>(803) 397-2314</p>	<p>Nimm.kidd@tdem.texas.gov</p> <p>Chuck.phinney@tdem.texas.gov</p>
<p>Texas Department of Agriculture Jim Reaves</p> <p>Jessica Escobar, Asst General Counsel</p>	<p>1700 Congress Ave # 11 Austin, TX 78701</p>	<p>(800) 835-5832</p>	<p>Jim.reaves@texasagriculture.gov</p> <p>Jessica.escobar@texasagriculture.gov</p>
<p>Office of the Lt. Governor Analyst Debbra Mamula</p>	<p>P.O. Box 12068 Austin, Texas 78711</p>	<p>512-463-0001</p>	<p>Debbra.mamula@ltgov.texas.gov</p>
<p>Texas Veterinary Medical Diagnostic Laboratory Bruce Akey, Director</p>	<p>483 Agronomy Rd College Station, TX 77841-3040</p>	<p>979-845-3414</p>	<p>bakey@tvmdl.tamu.edu</p>
<p>Texas AgriLife Extension Dr. Monte Dozier</p>	<p>Texas A&M University System 1470 William D Fitch Prkwy, Ste 148 2105 TAMU College Station, Texas 77843</p>	<p>979-845-6800</p>	<p>Monty.dozier@ag.tamu.edu</p>
<p>Legislative Budget Board Analyst Thomas Brown</p>	<p>105 W 15th St Austin, TX 78701</p>	<p>512-463-1200</p>	<p>Thomas.brown@lbb.texas.gov</p>
<p>Office of the Attorney General Melissa Juarez, Attorney</p>	<p>PO Box 12548 Austin, TX 78711-2548</p>	<p>512-463-2100</p>	<p>Melissa.juarez@oag.texas.gov</p>

Agency Name / Relationship / Contact Person	Address	Telephone	Email Address
Texas Parks and Wildlife Department Carter Smith, Executive Director Bob Dittmar, State Wildlife Veterinarian Mitch Lockwood, Big Game Program Director Clayton Wolf, Wildlife Division Director Todd George, Attorney	4200 Smith School Road Austin, Texas 78744	512-389-4802	Carter.smith@tpwd.texas.gov Bob.dittmar@tpwd.texas.gov Mitch.lockwood@tpwd.texas.gov Clayton.wolf@tpwd.texas.gov Todd.george@tpwd.texas.gov
USDA APHIS Investigative and Enforcement Services - Texas Kenneth W. Hoover Investigator Mark Bills Investigator	Please contact via email or phone	210-488-8483 956-322-6826	kenneth.w.hoover@aphis.usda.gov mark.bills@aphis.usda.gov
USDA APHIS Veterinary Services Mike Pruitt, AVIC	903 San Jacinto Blvd., Room 220 Austin, Texas 78701	512-383-2435	Mike.r.pruitt@aphis.usda.gov

Table 31 Exhibit 28 Liaisons at Other State Agencies

XI. Additional Information

- A. Texas Government Code, Section 325.0075 requires agencies under review to submit a report about their reporting requirements to Sunset with the same due date as the SER. Include a list of each agency-specific report that the agency is required by statute to prepare and an evaluation of the need for each report based on whether factors or conditions have changed since the statutory requirement was put in place.**

**Texas Animal Health Commission
Exhibit 29: Evaluation of Agency Reporting Requirements**

Report Title	Legal Authority	Due Date and Frequency	Recipient	Description	Is the Report Still Needed? Why?
Annual Report of TAHC's Agriculture Emergency Response Plan	Government Code Sec. 418.190	Annually – no due date specified	Legislature and Office of the Governor	In coordination with the Division of Emergency Management, the Department of Agriculture and the Texas Animal Health Commission are required to prepare and keep current an agriculture emergency response plan as an annex to the state emergency management plan. The Department of Agriculture and the Texas Animal Health Commission are required to include the plan in an annual report to the legislature and the office of the governor.	The Emergency Response Plan is still needed, but the agency submits it to the Department of Emergency Management to be included in the overall State Emergency Response Plan. It may be redundant to also include the plan in an annual report to the legislature and office of the governor.

Table 32 Exhibit 29 Agency Reporting Requirements

B. Does the agency's statute use "person-first respectful language" as required by Texas Government Code, Section 325.0123? Please explain and include any statutory provisions that prohibit these changes.

Yes, the agency's statute complies with the statutory requirements for the use of "person-first respectful language."

C. Please describe how your agency receives and investigates complaints made against the agency.

TAHC receives a handful of complaints each year regarding the agency or an employee of the agency. In the agency's Compact for Texans on the agency's website, the public is directed to send comments or complaints to comments@tahc.texas.gov. These e-mails are automatically forwarded to the Chief of Staff, the General Counsel and the Director of Communications. From there, they are distributed to the appropriate member of the executive team, depending on the topic of the complaint. That individual is responsible for looking into the complaint and responding to the complainant. The agency does not have a formal process for tracking complaints against the agency.

Fill in the following chart detailing information on complaints regarding your agency. Do not include complaints received against people or entities you regulate.

**Texas Animal Health Commission
Exhibit 30: Complaints Against the Agency — Fiscal Years 2017 and 2018**

	Fiscal Year 2017	Fiscal Year 2018
Number of complaints received	(number)	(number)
Number of complaints resolved	(number)	(number)
Number of complaints dropped / found to be without merit	(number)	(number)
Number of complaints pending from prior years	(number)	(number)
Average time period for resolution of a complaint	(number)	(number)

Table 33 Exhibit 30 Complaints Against the Agency

D. Fill in the following charts detailing your agency’s Historically Underutilized Business (HUB) purchases. Sunset is required by law to review and report this information to the Legislature.

The agency strives to meet or exceed the statewide HUB goals and agency specific-goals that are identified each fiscal year in the procurement categories related to the agency’s current strategies and program needs. Of the six procurement categories established by the disparity study, TAHC traditionally has used three: Professional Services, Other Services, and Commodity Services. Historically, TAHC has not expended funds in Heavy Construction, Building Construction or Special Trade, as the mission of the agency does not lend itself to expenditures for goods or services in these categories. Agency specific goals were set to reflect the agency’s HUB performance which historically has been significantly higher than the statewide goal in the Professional Services Category, but lower than the goal in Other Services.

**Texas Animal Health Commission
Exhibit 31: Purchases from HUBs**

Fiscal Year 2016

Category	Total \$ Spent	Total HUB \$ Spent	Percent	Agency Specific Goal*	Statewide Goal
Heavy Construction	\$0.00	\$0.00	0.00%	0.00%	11.2%
Building Construction	\$0.00	\$0.00	0.00%	0.00%	21.1%
Special Trade	\$1,475.00	\$0.00	0.00%	15.00%	32.9%
Professional Services	\$66,731.00	\$64,176.00	96.17%	100.00%	23.7%
Other Services	\$455,331.00	\$26,920.00	5.91%	10.00%	26.0%
Commodities	\$1,766,937.00	\$315,242.00	17.84%	20.00%	21.1%
TOTAL	\$2,290,475.00	\$406,339.00	17.74%		

Table 34 Exhibit 31 HUB Purchases for FY 2016

Fiscal Year 2017

Category	Total \$ Spent	Total HUB \$ Spent	Percent	Agency Specific Goal	Statewide Goal
Heavy Construction	\$0.00	\$0.00	0.00%	0.00%	11.2%
Building Construction	\$0.00	\$0.00	0.00%	0.00%	21.1%
Special Trade	\$1,422.00	\$0.00	0.00%	0.00%	32.9%
Professional Services	\$59,702.00	\$33,970.00	56.90%	98.00%	23.7%
Other Services	\$489,621.00	\$18,241.00	3.73%	10.00%	26.0%
Commodities	\$1,316,399.00	\$369,270.00	28.05%	20.00%	21.1%
TOTAL	\$1,867,145.00	\$421,482.00	22.57%		

Table 35 Exhibit 31 HUB Purchases for FY 2017

Fiscal Year 2018

Category	Total \$ Spent	Total HUB \$ Spent	Percent	Agency Specific Goal	Statewide Goal
Heavy Construction	\$239.00	\$239.00	100.00%	0.00%	11.2%
Building Construction	\$0.00	\$0.00	0.00%	0.00%	21.1%
Special Trade	\$645.00	\$0.00	0.00%	0.00%	32.9%
Professional Services	\$88,024.00	\$50,225.00	57.06%	95.00%	23.7%
Other Services	\$560,922.00	\$36,151.00	6.45%	10.00%	26.0%
Commodities	\$1,661,870.00	\$385,267.00	23.18%	18.00%	21.1%
TOTAL	\$2,311,703.00	\$471,883.00	20.41%		

Table 36 Exhibit 31 HUB Purchases for FY 2018

E. Does your agency have a HUB policy? How does your agency address performance shortfalls related to the policy? (Texas Government Code, Section 2161.003; TAC Title 34, Part 1, Rule 20.286c)

TAHC has a HUB policy fully consistent with, and in support of, the mission, goals, and objectives established for Texas HUBs by the Statewide Procurement Division (SPD). The Centralized Master Bidders List (CMBL) maintained by SPD 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 SPD’s HUB goals and guides potential vendors to SPD so that those eligible for HUB status may complete the SPD 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.

F. 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? (Texas Government Code, Section 2161.252; TAC Title 34, Part 1, Rule 20.285)

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 SPD'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.

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

1. Do you have a HUB coordinator? If yes, provide name and contact information. (Texas Government Code, Section 2161.062; TAC Title 34, Part 1, Rule 20.296)

Freddy Garcia, CTCD, CTCM - Senior Purchaser

Note: Mr. Garcia will be leaving the agency soon. Until this position is filled, the best contact is his supervisor Steven Luna, steven.luna@tahc.texas.gov, 512-719-0755.

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? (Texas Government Code, Section 2161.066; TAC Title 34, Part 1, Rule 20.297)

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? (Texas Government Code, Section 2161.065; TAC Title 34, Part 1, Rule 20.298)

Yes, TAHC encourages mentor-protégé relationships among prime contractors and HUBs but has not had any successful matches or partnering.

H. Fill in the charts below detailing your agency’s Equal Employment Opportunity (EEO) statistics.

**Texas Animal Health Commission
Exhibit 32: Equal Employment Opportunity Statistics**

1. Officials / Administration

Year	Total Number of Positions	Percent African-American	Statewide Civilian Workforce Percent	Percent Hispanic	Statewide Civilian Workforce Percent	Percent Female	Statewide Civilian Workforce Percent
2016	20	0%	7.4%	5.0%	22.1%	25%	37.4%
2017	19	0%	8.1%	5.3%	22.4%	21.1%	38.8%
2018	21	0%	8.1%	4.8%	22.4%	23.8%	38.8%

Table 37 Exhibit 32 EEO Statistics for Officials/Administration

2. Professional (including positions classified by the agency as Para-Professionals)

Year	Total Number of Positions	Percent African-American	Statewide Civilian Workforce Percent	Percent Hispanic	Statewide Civilian Workforce Percent	Percent Female	Statewide Civilian Workforce Percent
2016	120	2.5%	10.4%	19.2%	19.3%	30.9%	55.3%
2017	113	2.7%	10.9%	13.0%	20.3%	26.9%	54.5%
2018	113	2.7%	10.9%	15.1%	20.3%	29.2%	54.5%

Table 38 Exhibit 32 EEO Statistics for Professionals

3. Technical

Year	Total Number of Positions	Percent African-American	Statewide Civilian Workforce Percent	Percent Hispanic	Statewide Civilian Workforce Percent	Percent Female	Statewide Civilian Workforce Percent
2016	17	17.6%	14.4%	17.6%	27.2%	23.5%	55.3%
2017	17	17.6%	14.4%	17.6%	29.2%	29.5%	55.2%
2018	18	16.7%	14.4%	16.7%	29.2%	27.8%	55.2%

Table 39 Exhibit 32 EEO Statistics for Technical

4. Administrative Support

Year	Total Number of Positions	Percent African-American	Statewide Civilian Workforce Percent	Percent Hispanic	Statewide Civilian Workforce Percent	Percent Female	Statewide Civilian Workforce Percent
2016	33	0%	14.8%	15.2%	34.8%	87.9%	72.1%
2017	33	0%	14.3%	15.2%	36.4%	90.9%	71.6%

Year	Total Number of Positions	Percent African-American	Statewide Civilian Workforce Percent	Percent Hispanic	Statewide Civilian Workforce Percent	Percent Female	Statewide Civilian Workforce Percent
2018	34	0%	14.3%	14.7%	36.4%	94.1%	71.6%

Table 40 Exhibit 32 EEO Statistics for Administrative Support

5. Service / Maintenance

Year	Total Number of Positions	Percent African-American	Statewide Civilian Workforce Percent	Percent Hispanic	Statewide Civilian Workforce Percent	Percent Female	Statewide Civilian Workforce Percent
2016	0	0%	13%	0%	54.1%	0%	51%
2017	0	0%	13.2%	0%	52.4%	0%	52%
2018	0	0%	13.2%	0%	52.4%	0%	52%

Table 41 Exhibit 32 EEO Statistics for Service and Maintenance

6. Skilled Craft

Year	Total Number of Positions	Percent African-American	Statewide Civilian Workforce Percent	Percent Hispanic	Statewide Civilian Workforce Percent	Percent Female	Statewide Civilian Workforce Percent
2016	0	0%	10.6%	0%	50.7%	0%	11.6%
2017	0	0%	10.2%	0%	51.5%	0%	12%
2018	0	0%	10.2%	0%	51.5%	0%	12%

Table 42 Exhibit 32 EEO Statistics for Skilled Craft

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

The TAHC equal opportunity employment 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 postings.

XII. Agency Comments

None.