



ANIMAL CARE SERVICES CITIZENS ADVISORY

MINUTES

March 29, 2005

ATTENDANCE

Members

Pat Wilcox
Debra Armstrong
Elizabeth Sheffield
Mary Bruck
Mark Soble
Dr. Ken Pawlowski

Absent

Renee F. Webster-Hawkins

Staff

Hector Cazares
Katherine Vos
Donna Wicky

Note: MSP is used in the minutes as an abbreviation to indicate Moved, Seconded and Passed. MSF is used in the minutes as an abbreviation to indicate Moved, Seconded and Failed.

I. CALL TO ORDER and ROLL CALL

Meeting called to order at Café Bernardo – 2726 Capitol Avenue, Meeting Room, Sacramento, California, March 29, 2005, 6:05 p.m. by Chair, Pat Wilcox.

II. APPROVE MINUTES OF 2/22/2005

Minutes of the February 22, 2005 meeting were amended as follows: Mark Soble and Renee Webster-Hawkins notified the Chairperson that they would be unable to attend the meeting. Motion to approve the February 22, 2005 minutes as amended was made by Debra Armstrong, seconded by Mary Bruck. MSP, Mark Soble abstained.

III. GENERAL PUBLIC COMMENT

Marge Carpenter and Dia Goode, members of the public, were present. Dia Goode addressed issues relating to the new format for the minutes. Chairperson Pat Wilcox responded to Ms. Goode's concerns.

IV. DISCUSSION: REVIEW THE 1ST DRAFT OF THE HSUS REPORT

The first draft of the HSUS report will be distributed to the Committee members one week prior to the April 26, 2005 ACSCA Committee meeting for discussion at the April 26, 2005 meeting. Various components are under review. Chairperson Pat Wilcox will consolidate the sections submitted by the ad hoc committee members for consideration at the next meeting. Mark Soble mentioned the euthanasia evaluation/audit conducted at the Shelter facility on February 20 & 21, 2005. A recommendation was considered to modify the discussion of the Review of the HSUS Report from a "No Action" item to an "Action" item on the next agenda.

V. DISCUSSION: SHELTER STATISTICS FORMAT

The first analysis of the revised statistical reports format was discussed. Various categories of reporting information were considered for inclusion in the statistical documentation. Donna Wicky will revise the first draft and present the information at the April 26, 2005 meeting. Recommendations to prepare the reports on a quarterly basis were considered.

VI. INFORMATION ITEMS

A. Division Manager's Report – Hector Cazares provided an informational report on current and future shelter projects as follows:

1. Facilities/Equipment Update

- a) Security cameras are in place. We're still hammering out the manner in which they will be monitored from the Corp Yard.
- b) We have requested \$1.6 mil for the new cattery. We're hoping that it may be part of a bond that the City may float in July.

2. The Hayden Bill reimbursement came in at around \$504,000! We are asking to have it put towards the cattery project.

3. Community Outreach Activities:

- a) Tour For Life adoption event will be on Wednesday, April 6th at Cesar Chavez Park, downtown.
- b) The "Hogs for Dogs" motorcycle fundraiser will be June 5, 2005.
- c) Other shelter/volunteer events: See attached report from Shannon

4. Volunteer Report for January: 711.5 hours, 225 hours of foster care, 101 volunteers (February: 931 hours, 83 hours of foster care, 125 volunteers).

5. We are researching the cost for July Utility Bill inserts that would have an envelope included for shelter donations.

6. Professionally produced PSA's for distribution to local television stations for airing. The message is to visit your City Shelter for great adoptions and to spay and neuter your pets. Channels 10 & 13 have expressed interest (March 16th ?)

7. We are working with PetsMart Charities regarding a new program called "Rescue Waggin'". Training begins on April 26 – 28 in the Bay area.

8. Through United for Animals we are negotiating an agreement with Hills Science Diet for free pet food + shipping at \$.18 a pound (vs. \$.25) and for free 5lb. adoption bags.

9. We are nominating Mayor Heather Fargo for an SSPCA Humane-tarian Award for all that she has done for the animals in our City.

10. We are exploring ways to increase revenues, among them are charging Cal Trans and City Streets for dead animal pickup and another is seeking a special assessment tax for animal care services for new development.

11. We are projecting that our revenues will exceed our budgeted goal by approximately \$60,000.

12. We have asked for 3 new positions in our budget for next fiscal year. They are: a customer service representative, and Animal Control Officer, and an Animal Behaviorist; also, possibly an office support position.

VII. ANNOUNCEMENTS

There will be three (3) vacancies on the ACSCA committee beginning in May 2005. The committee is looking for a licensed veterinarian to fill one of the positions.

VIII. SET FUTURE AGENDA

A motion to approve the agenda for the next regular meeting, scheduled for Tuesday, April 26, 2005, was made by Mary Bruck, seconded by Debra Armstrong. MSP by unanimous vote.

Agenda items: 1) Discussion: Review the Sub-Committee's First Draft of the HSUS Report; 2) Discussion: Shelter Statistics Content and Format; and 3) Information Items: Division Manager's Report

IX. ADJOURNMENT

Mary Bruck presented a motion to adjourn, seconded by Debra Armstrong. MSP by unanimous vote. Meeting adjourned at 7:50 p.m.