



ANIMAL CARE SERVICES CITIZENS ADVISORY

MINUTES

April 26, 2005

ATTENDANCE

Members

Pat Wilcox
Debra Armstrong
Mary Bruck
Elizabeth Sheffield
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, April 26, 2005, 6:10 p.m. by Chair, Pat Wilcox.

II. APPROVE MINUTES OF 3/29/2005

Motion to amend the March 29, 2005 minutes was made by Mary Bruck requesting that comments made by Dia Goode, in the Public Comment section, be added. During the public discussion, Dia requested that more detail be added to minutes, instead of using the City Council's condensed format. Discussion ensued among Committee members regarding adding more information to the minutes. No vote was taken on this motion. Mary presented another motion to have the minutes of future Advisory Committee meetings include a brief description of the discussions that take place during the meeting. The motion was made to add Content of Meeting Minutes to the May 2005 agenda as an action item. Motion seconded by Debra Armstrong. Vote: Ayes: Mary Bruck, Debra Armstrong, Mark Soble and Elizabeth Sheffield. Nays: Dr. Ken Pawlowski; Abstention: Pat Wilcox. Motion passed.

III. GENERAL PUBLIC COMMENT

Marge Carpenter and Dia Goode, members of the public, were present. Dia Goode requested that additional explanatory information be added to the minutes to provide more detailed information to the public who do not attend the Advisory Committee meetings.

Additionally, Dia Goode requested that committee members add information regarding the Cattery project to the agenda.

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

The subcommittee's draft of the response to the HSUS report was distributed to members of the Advisory Committee. Discussion continued regarding how to present the document to City Council. Committee members requested that Dia Goode summarize the subcommittee's document and that the Advisory Committee review the document prior to submitting the report to City Council. Ms. Goode agreed to compose a summary of the current report.

Dr. Ken Pawlowski questioned whether he could continue as a member of the Advisory Committee until a replacement for his seat is chosen (must also be a veterinarian). Hector Cazares stated that City Clerk confirmed Dr. Pawlowski could remain on the committee until his position is filled.

Substitute motion presented by Mark Soble to form a 3-person subcommittee consisting of Pat Wilcox, Mary Bruck and Debra Armstrong. The purpose of the subcommittee is to review the summarized version of the HSUS document and report back to Animal Care Manager, Hector Cazares and the Advisory Committee members. Debra Armstrong seconded the substitute motion. Ayes: Mary Bruck, Elizabeth Sheffield, Mark Soble, Pat Wilcox. Abstention: Dr. Ken Pawlowski. Substitute Motion Passed.

Second substitute motion presented by Mary Bruck to hold the subcommittee meeting to review the summarized version of the HSUS report on Thursday, May 5, 2005, @ 6:00 p.m. at Belle Cooleidge Library. Debra Armstrong seconded the motion. MSP by unanimous vote.

A final substitute motion presented by Debra Armstrong that the subcommittee be authorized to review the final HSUS report to submit to City Council. Motion seconded by Mary Bruck. Ayes: Mark Soble, Debra Armstrong, Mary Bruck, Dr. Ken Pawlowski, Pat Wilcox. Abstention: Elizabeth Sheffield. Substitute Motion Passed.

An additional motion was made by Mary Bruck to add an update on the Cattery Project (i.e., a program summary related to cats and the care of shelter cats) to the agenda, under "ITEM VI. INFORMATION ITEMS. B." Motion seconded by Dr. Pawlowski. MSP by unanimous vote.

V. DISCUSSION: SHELTER STATISTICS FORMAT

Members of the committee requested additional information and restructuring of the Shelters' current statistical information. Request was also made to place this item on the next agenda as an "action" item.

VI. INFORMATION ITEMS

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

1. Facilities/Equipment Update:

a) Since we are not able to connect our security camera to a monitoring station we are costing out a new security alarm system that will include a laser beam in the back.

b) We have a new landscape contractor that is doing a far better job of taking care of the gardening.

2. Our first run of the new reporting license program has already brought in approximately \$5,000.

3. Community Outreach Activities:

a) Nineteen dogs were altered free in Oak Park last weekend. More this weekend.

b) The "Hogs for Dogs" motorcycle fundraiser will be June 5, 2005. It is continuing to grow. Kathy has acquired Hills Science Diet pet food as a sponsor and more vendors are being added.

c) Other shelter/volunteer events:

i.) April 30 will be another Free Spay/neuter clinic for the Oak Park area.

ii) May 1st will be another Free Spay/neuter clinic in the Del Paso area.

iii) May 4th, Humane-itarian Award for Mayor Fargo.

iv) June 5th, Hogs for Dogs insurance issue has been cleared. They will insure

v) June 11th, Winn Park 3rd Annual Potluck & info fair.

4. Volunteer Report for March: 938 hours, 194 hours of foster care, 112 volunteers.

5. We have requested to participate in an employee survey developed by the University of North Carolina.

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. Channel 10 has begun airing.

7. We are working with Petsmart Charities regarding a new program called "Rescue Waggin'". Training begins on April 27-29 in the Bay area.

8. 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.

Kathy Vos added the following:

1. Animal Care Conference: attended by various Shelter staff. Feedback from staff indicates the conference was well-received.

2. Dr. Kate Hurley will provide a lecture in Sacramento regarding behavioral, medical and environmental factors related to sick cat evaluations. Dr. Hurley's presentation will review various new practices to enhance the health and comfort of shelter cats.

3. Molly provided training on assessing pitbull behaviors in the shelter

VII. ANNOUNCEMENTS

Debra Armstrong expressed gratitude to Hector Cazares for providing the food at this meeting, which included an appreciation dinner for departing committee members, Mark Soble and Elizabeth Sheffield. Chair Pat Wilcox also expressed appreciation for the time

and efforts provided by the exiting members.

VIII. SET FUTURE AGENDA

A motion to approve the agenda for the next regular meeting, scheduled for Tuesday, May 31, 2005, was made by Pat Wilcox, seconded by Debra Armstrong. MSP by unanimous vote.

Agenda items: 1) Discussion: Content of Meeting Minutes 2) Discussion: Review the Subcommittee's Summary of the HSUS Report; 3) Discussion: Shelter Statistics Format and 4) Information Items: A. Division Manager's Report, B. Update on the Cattery Project

IX. ADJOURNMENT

Pat Wilcox presented a motion to adjourn, seconded by Debra Armstrong. MSP by unanimous vote. Meeting adjourned at 8:30 p.m.