



ANIMAL CARE SERVICES CITIZENS ADVISORY COMMITTEE

MINUTES

July 28, 2009

ATTENDANCE

Members

Marge Carpenter
Yvette Hernandez
Eugene Lukehart
Abbi Novotny
Kris Liang

Excused Absence

N/A

Staff

Penny Cistaro
Kim Heckes

Public

Becky Correia
Eileen Gillis
Dia Goode
Lynn Wiley

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.

CALL TO ORDER and ROLL CALL

Meeting called to order at the new Animal Shelter Cattery, 2127 Front Street, Multipurpose Room Sacramento, California at 6:03 p.m. by Committee Chair, Marge Carpenter.

CONSENT CALENDAR

1. REVIEW AND APPROVE MINUTES OF JUNE 23, 2009

Motion to approve the minutes of 6/23/09 was made by Yvette Hernandez and seconded by Eugene Lukehart. The motion was approved.

STAFF REPORTS

2. MANAGER'S REPORT – FACILITY AND OPERATIONAL UPDATE (includes Volunteer Report)

Penny reported on the recent trip to Richmond, VA to meet with the ASPCA. The trip included representatives from four local animal care agencies. Topics discussed included: leave live rate; adoptions; spay/neuter; intake; return to owner; and internal operations. A draft plan has been developed, and the four agencies will be meeting on July 30 to review. The plan will be brought to this committee at the August meeting.

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Penny reported that in August, the four agencies will be offering adoptions of cats one year and older as "Donate What You Can," waiving typical adoption fees.

A spay/neuter voucher program is being developed, partnering with the SSPCA. Volunteers will be assisting with the program.

A new air conditioning system is being purchased with F.O.C.A.S. funds for the sick/quarantine/kitten/adult stray cat room.

An outside exercise area is being developed for rabbits, and birds are being located in the front office behind the customer counter for ease of viewing.

Penny reported that Becky Correia is being recommended as a new committee member; if appointed by the mayor, she will be the last committee member to serve on both the committee and as a volunteer. It was discussed that a layer of separation to allow for objectivity is desired between the volunteer activities and role of the Advisory Committee.

3. SHELTER REPORT - SHELTER STATISTICS

Shelter statistics were distributed. Penny stated that in the future, the format will be different. There was discussion related to timeframe for closing investigations and quarantines. It was discussed that the Advisory Committee should provide feedback and statistics to the City Council. Kris Laing offered to draft a template for City Council reporting, to be reviewed at the August meeting.

Public comments on the shelter statistics included an inquiry on euthanasia for medical and behavior; there is no computer information with reasons for actions.

4. REPORT BACK ON DONATION TREE

Eugene Lukehart distributed a sheet with donation amounts and calculations. There was discussion about costs for plaques and engraving; donation amounts comparable to other shelters; need for two different costs; outreach and marketing; purpose of soliciting donations (use of donated funds). There was also discussion if the donations are tax deductible, as the shelter does not have non-profit status.

For the next meeting the Advisory Committee was asked to bring back marketing ideas.

There was also discussion related to the location of the tree and damage which has already resulted due to leaves getting caught on clothing. There was also concern that the tree was located in a meeting room, and not readily accessible or viewable by the public.

5. REPORT BACK ON SHELTER SIGNAGE

Abbi Novotny reported that designs needed to be developed; costs determined; funding identified – could F.O.C.A.S. funds be used?; sign locations identified; number of signs needed. There was discussion related to type of signage – banners, size, permanent or movable; and use of logo on signage.

It was discussed that an overall marketing plan for the shelter is needed, to increase visibility within the community. Abbi Novotny, Marge Carpenter, Yvette Hernandez and public member

Dia Goode volunteered to research interest within public relations firm to do pro-bono work on a marketing plan.

6. REPORT BACK ON CAC MEMBERS EMAIL LINK

Kim Heckes reported that the email link has been established through the City's email system. The committee mentioned that they are receiving emails related to City business. Kim will look into the ability to have the committee shielded from non-animal care emails.

7. PUBLIC COMMENTS – MATTERS NOT ON THE AGENDA

Lynn Wiley commented on the proposed spay/neuter voucher program with SPCA stating that it could be done "paperless," with a schedule sent to SPCA. Meetings with SPCA will need to occur to determine the process.

Lynn Wiley discussed a partnership with the Crocker Art Museum, as the museum is in close proximity to the shelter, and museum customers could be shelter customers. Perhaps some enrichment programs can be developed with art and animals. There is a precedent as artwork has been incorporated into the cattery.

Lynn Wiley commented that outreach efforts should be targeting low income areas, to help curtail unaltered animals and dog fighting. Perhaps the shelter can partner with the Police Department on these efforts. Penny Cistaro stated that public outreach is a role of the Advisory Committee.

Becky Correia spoke regarding 501c3 status, and without that the shelter is limiting its ability to seek donations and grants. There was discussion about asking Mary Bruck about "Friends of the Sacramento City Shelter Animals" organization, and how we may be able to interface with that organization.

8. COMMITTEE COMMENTS, QUESTIONS AND IDEAS

Kris Liang inquired whether the committee was interested in developing a Facebook page, to advertise activities, special events, highlight animals, donation, tree, etc. Kris volunteered to create and update it; Penny would like to view it in advance. It was asked whether it could be tied to the website.

There was discussion related to the suspension of the Hayden Bill and its effect on shelter operations. Penny stated that stray animals will be available after 72 hours. If animals are going to be euthanized, they will be held for the current holding time of five days, and the shelter will not bill the State in this instance. The suspension of the bill effects how the City is reimbursed, and reverts back to the pre-Hayden bill timeframe. Clarification is needed from the state on this, as well as the Vincent Bill. Penny is working with other animal care agencies on clarifications.

Kris Liang asked if there was interest in modular buildings. Alice Burney school is closing and modular buildings are available. Kris will speak with Penny about this issue.

13. ADJOURNMENT

Motion to adjourn the meeting was made by Abbi Novotny and seconded by Kris Liang. The motion was approved and the meeting was adjourned at 8:20 p.m.