



ANIMAL CARE SERVICES CITIZENS ADVISORY

MINUTES

October 28, 2008

ATTENDANCE

Members

Patricia Wilcox
Eugene Lukehart
Marge Carpenter
Bev Gonsalves
Lety Sanchez

Excused Absence

Abbi Novotny
Molly Kenneth

Staff

Dan Torres
Donna Wicky
Becky Enneking

Public

Dia Goode

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 City Hall conference room – 915 "I" Street, Room CH 1217, Sacramento, California, at 6:05 p.m. by chairperson, Pat Wilcox. Welcome the new division manager, Becky Enneking.

CONSENT CALENDAR

1. REVIEW AND APPROVE MINUTES OF 9/30/2008

Motion to approve the minutes of 9/30/08 was made by Marge, seconded by Eugene. MSP by unanimous vote.

2. APPROVE LETTER REGARDING SATELLITE ADOPTION CENTER

Discussion regarding the letter recommending a satellite adoption center for the City Animal Care Shelter followed. Marge read the letter she composed:

Mayor Heather Fargo
Members of the City Council
City of Sacramento
15 I Street, City Hall
Sacramento, California 95814

RE: ANIMAL CARE "OFF-SITE" ADOPTION CENTER

Honorable Mayor Fargo and City Council Members,

It is the duty of the Sacramento Animal Care Services Advisory Board to advise the mayor and city council members of concerns we have about the care and welfare of animals housed by Sacramento's animal shelter. One of our major concerns is the continuing high rate of euthanasia of healthy, adoptable animals for whom new homes are not found.

While we feel the staff at Animal Care Services is making a good effort to reduce the euthanasia rate by promoting spay/neuter (thus lessening the number of animals taken in) and by trying to increase the number of adoptions, we also feel they face many challenges. After talking with members of the public, with staff at other animal shelters, and with animal rescue groups, this board feels that one of the barriers to increasing the number of adoptions is the shelter's location.

As more than one Sacramentan has said, the shelter is "hidden away" and most people have no idea where it is located. Several people have expressed a reluctance to adopt from a place that practices euthanasia, stating they'd rather adopt from a place with a "cheerful atmosphere".

The new cattery is certainly a step in the right direction. We realize we cannot expect the shelter to be moved to a more visible location. We are mindful of the city's budgetary concerns, but also the city council members' concern for the welfare of animals. We therefore propose that a small "off-site" adoption center in a very public venue (such as a major shopping mall or possibly the new Railyard Development) be considered by the council as a worthwhile project. We strongly feel this would increase the adoption rate.

Thank you for considering our proposal and we look forward to hearing your opinions and ideas.

Committee members will decide when to send the letter. Motion to approve the letter regarding the off-site adoption center and send to City Council was made by Eugene, seconded by Lety MSP by unanimous vote.

3. APPROVE REVISED SPECIFICATIONS FOR DONATION TREE AND SHELTER MEDIA EXPENDITURE

Donna presented information on the revised specifications for the Cattery's donation tree. It was determined that the original tree was disproportionately large for the building and did not retain the integrity of the Cattery's design. The company that designed the interiors of the cat colony rooms will design the donation tree. The new design will be more suitable and retain the intended atmosphere of the Cattery and the cost will be approximately \$1,500 less. Donna will bring pictures of the new design to the next meeting.

An opportunity to purchase media (radio) time at a tremendously discounted rate was presented to Animal Care. CBS radio is promoting a package that will provide radio time on 6 local stations and 100 streaming commercials for a cost of \$1,000 per month. The rate is usually \$1,000 per station per month. General Services' public information officer, Rhea Serran, is the contact for all media-related items at Animal Care and she will be coordinating the coverage. Discussion regarding the content of the advertising followed. Dia Goode mentioned HSUS provides free PSAs and these could be incorporated into the media releases. The commercials will focus on a variety of issues: importance of spay/neuter,

donations and a Shelter wish list to and promoting a positive image for the City of Sacramento and the Shelter. Motion to approve the revised donation tree specifications and use FOCAS account for the CBS radio commercials was made by Lety, seconded by Bev. 4 Ayes (Pat, Bev, Lety, Marge), 1 Nay (Eugene). MSP

STAFF REPORTS

4. **Manager's Report – Update on Facilities and Shelter Events**

Becky Enneking, Animal Care Division Manager, distributed the manager's report.

1) **Budget Information:** All General Fund positions have been frozen. Reina is attempting to justify filling one ACO position that has been vacant for a couple months.

2) The Customer Service Representative position we were scheduled to fill has now been frozen and we are unable to fill that position.

3) Lori Rhoades has been appointed to the permanent Sr. ACT position. We were able to fill this position prior to the City's hiring freeze.

4) In addition to the hiring freezes, the City Manager's Office has placed a freeze on the purchase of the following items: food, travel, training, subscriptions, memberships and equipment.

5) **Facilities/Equipment Update:**

a) **Cattery:**

- ✓ Cat Colony rooms are nearly completed, with the panels installed. Touch up is on-going
- ✓ Kitten cages have been installed. Finishing touches (remaining latches and glass doors) will be completed when the second group of cages is delivered in mid-November.
- ✓ Furniture has been set up in most of the rooms. Remaining IT equipment should be in place by early November 2008.
- ✓ Anticipated date for Cattery Grand Opening is Jan. 10, 2009. City Manager's Office has frozen all purchases of the following items: Food, Travel, Training, Subscriptions, Memberships, and Equipment. Therefore, it will be necessary to "creatively" plan the Grand Opening event for our Cattery

6) The Dog Agility Area bids have been submitted and are being reviewed by the division. Once all materials, labor charges, insurance compliance and any revisions to the materials have been finalized, the contract will be reviewed and processed through the City's Procurement section.

7) Ch. 3 visited the Shelter to research the uses of the GPS system in our AC trucks. Keith Leech, Fleet Division Manager, and Pete Alarcon, Sr. ACO, provided information and cost-benefit analysis for news media.

8) Auburn S/N cat clinics continue. The volunteers helped our City residents receive low-cost spay surgeries for 13 cats and 3 neuter surgeries for their cats. The next dates for these clinics are Nov. 3rd and Nov. 17th.

9) Oak Park Vaccination Clinic – terrific collaborative event of all three agencies (Sac City, SSPCA and Sac County). The effectiveness of this type of cooperation did not go unnoticed by the pet owners who attended. Many expressed heartfelt gratitude for providing this needed service.

Of 106 animals that were vaccinated at this collaborative event, 73 animals belonged to City residents and 33 were owned by County residents.

Approximately 80 animals (primarily dogs) were scheduled for s/n surgeries for the month of November.

Claudia, who organized and remained the entire day at the site, states: "In addition to the wonderful volunteers from the City, County and SSPCA who supported this event, we are extremely grateful to the UCD veterinary students organized by fellow student, Kari Kato, who served as our "Techs" as well as Dr. Jennifer Hatch who donated her services to be our Veterinarian for the day!!"

10) Dr. Warner is beginning to attend meetings preparing for Spay Day USA, to be held on February 22, 2009. Additionally, approximately 24 Community Clinics dogs have been altered by Dr. Warner on her surgery days in our continued efforts to S/N since the Shelter did not hold clinics in August or September.

11) Volunteer Hours Report for October 2008: report attached

12) Training Update: Dan Torres

Due to budget constraints the City has suspended all cost-incurred training. Field enforcement has two vacant ACO positions and one ACO who will be retiring soon. One ACO, Ricardo, is scheduled to return to work in mid-November. Both Sr. ACOs are working in the field.

13) Shelter/Field Operations Update: Cruelty Investigations: 1) Case of a pit bull puppy that was kicked with steel-toed boots and was so badly injured it was necessary to euthanize the puppy. The perpetrator was on probation and was taken to jail. He will be charged with felony cruelty. 2) Dan spoke about the 300 dead cats in the 3 freezers – both mom and son who lived in the house will face a jury trial. 3) Pit Bull mom with 6 puppies – the mom had been dead for 2 days. Animal Care was able to save 4 puppies. Criminal charges will be filed against the perpetrator.

Pat inquired about the status of the Chief ACO position. Becky stated that it is still uncertain if Animal Care will be allowed to fill the position, as Dan is scheduled to leave Animal Care at the end of November 2008. The Dept. Director, Reina Schwartz, is attempting to get authorization from the City Manager's office to fill the position.

Bev suggested we might use the grass area where we exercise the dogs near Front St. as the dog agility area.

Kudos from Marge to Debra Armstrong as Debra has scheduled vets for the City's Community Clinics through next year.

Kudos from Donna to Lety for donating so much of her time and service to the City's Community Clinics. Lety has donated her time at every community clinic this year.

5. SHELTER REPORT – SPAY/NEUTER FUND

Donna Wicky distributed the revenue/expenditure reports for the spay/neuter fund. Report

received and filed.

6. PUBLIC COMMENTS – MATTERS NOT ON THE AGENDA

Dia inquired about the Chief's position and what efforts are being made to advertize the position. Becky stated that when we get direction whether to retain Danny or recruit for the position we will decide how best to proceed. If the position remains vacant Becky will supervise the ACOs. Other options discussed were: If the hiring freeze continues, Becky will continue working to move the Shelter forward. Currently, Reina is discussing with the City Manager the need to fill the Chief's position.

Dia asked about how many cruelty cases have been processed and in what specific time-frame. She also inquired about the percentage of overall investigations pursued with respect to the 3 (referenced above). Dan will research the numbers and provide that information at the next meeting.

A question arose regarding a situation with 2 small dogs that had been running loose around the Shelter for approximately 4 weeks. Many community members were aware of the situation through the SAAC list and were concerned about the animals and the length of time they were loose. Another concern was the manner and location a trap was set for the animals – left unattended close to Front St. where it could pose a safety threat to the animals and to the public who may stop to help. The question was posed regarding the Shelter's policy regarding trapping of animals. Becky will research and provide additional information at the next meeting.

7. COMMITTEE COMMENTS, QUESTIONS, AND IDEAS

Pat discussed the number of phone calls she received from members of the public regarding the need to fill the Chief's position and to maintain the progress Hector began. She indicated a need to develop criteria for hiring, protocol for recruitment, and the need for the candidate to have an in-depth understanding of and experience in Animal Shelter issues.

Bev and Marge will research signage for the Shelter on Broadway. Bev and Marge suggested placing more compelling signs to increase awareness of the Shelter's location and direct people to the Shelter. Bev is willing to compose a letter recommending the change in signs for the Shelter. Both Bev and Marge are willing to meet with Reina to discuss this suggestion and then discuss the options with Becky. Another suggestion was made to send someone from the City Signs unit to discuss alternatives that remain within the guidelines established by City policy.

8. SET FUTURE AGENDA

Agenda items: 1) Approval of Minutes; 2) Staff update on progress of donation tree and radio advertisements; 3) Informational report on Shelter signage; 4) Manager's Report; 5) Shelter Reports – F.O.C.A.S. Fund; 6) Public Comments - Matters not on the Agenda; 7) Committee Comments, Questions and Ideas; 8) Set Future Agenda; 9) Adjournment.

9. ADJOURNMENT

Eugene made motion to adjourn. Motion seconded by Marge. MSP by unanimous vote. Meeting adjourned at 7:40 pm.