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## ANIMAL CARE SERVICES CITIZENS ADVISORY

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# MINUTES

November 15, 2005

### ATTENDANCE

#### Members

Pat Wilcox

Mary Bruck

Moe Ortiz

Molly Kenneth

#### Absent

Debra Armstrong

Hector Cazares

#### Staff

Donna Wicky

Katherine Vos

*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, November 15, 2005, 6:10 p.m. by Chair, Pat Wilcox.

### II. REVIEW AND APPROVE MINUTES OF 8/30/2005

Motion to approve the minutes of 9/27/05 was made by Molly Kenneth, seconded by Mary Bruck. MSP

### III. GENERAL PUBLIC COMMENT

There was no general public comment.

### IV. REPORT ON PROSPECTIVE COUNCIL DATE FOR ANIMAL CARES' RESPONSE TO THE HSUS RECOMMENDATIONS

A firm date for Animal Care Services' report to Council, the response to the HSUS audit recommendations, has not been set. A tentative date of Tuesday evening, December 6, 2005, is planned.

## V. BEHAVIOR EVALUATION CRITERIA ASSESSMENT AND REVIEW

The cat and dog adoption applications have been added to the shelter's adoption process. A revised behavior evaluation form for dogs is undergoing consideration and SSPCA behaviorist, Val Masters, is contributing her input. The shelter kennel card has been updated to include the behavior evaluation information.

Shelter senior staff will be working as a group to identify areas that require additional review. Some of those areas include: Defining adoptability: criteria, categories, manner of "marketing" animals, providing adoption counseling (which enables staff to make better decisions regarding animal "outcomes", including euthanasia decisions.)

Mary Bruck asked about the criteria used for assessing cat adoptability. Kathy Vos responded that staff decide which cats are adoptable and record their observations in the shelter's database. Currently, shelter staff assess whether a cat is feral or not feral. Molly Kenneth requested that the shelter explore other criteria for evaluating cats. There is no current model for making these determinations for cats; however, the assessment criteria is evolving and the shelter staff will continue to explore any new criteria as it becomes available, including the Asilomar guidelines for humane animal care and criteria for humane animal management.

## VI. REVIEW AND APPROVE DONATION REQUEST LETTER TO COUNCILMEMBERS

Committee members discussed revisions to the council donation request letter. Discussion followed regarding which issues to address that would directly impact each councilmember, including: proliferation of unaltered animals, discarded and stray animals roaming neighborhoods, nuisance and aggression calls from constituents, and community safety. Moe will compile all suggestions and incorporate into the draft, which will be emailed to committee members by November 28, 2005, then revised and finalized for Pat's signature by first week of December, 2005. Mary Bruck presented the motion to approve the suggestions and timeline, seconded by Molly Kenneth. MSP by unanimous vote.

## VII. INFORMATION ITEMS: (A) Division Manager's Report – Due to Hector's absence, Kathy Vos presented the manager's report:

### 1. Facilities/Equipment Update:

- a) An architectural firm has been selected for the cattery, which met with Dr. Kate Hurley and 3 additional UC Davis staff, to discuss air transmission issues.
- b) Ryan the Eagle Scout and crew have completed the landscaping project and are awaiting dog and cat topiaries.
- c) The signs have been ordered for the reception center notifying customers who to contact for emergencies during closed hours.

2. Volunteer Hours Report for September: We had a total of 1,183 hours and 338 of those were from foster volunteers (33 animals).

### 3. Community Outreach Activities:

Please see attached report from Shannon Asquith

4. We have now found the owners of 7 of our Katrina dog. The remaining dogs are now in foster homes under the "foster-to-adopt" program.

5. We will begin another recruitment process for an Animal Control Officer.

6. Our new adoption application process has been implemented.

7. The exercise areas are going to be changed as a result of the sump project by Utilities.
8. We have a volunteer who is willing to paint a mural for the cattery wall. We will ask for a planned design for prior approval.
9. Kathy and I participated in a county-wide Golden Guardian Exercise (on Nov. 15) to prepare for possible disasters.

#### **VIII. DISCUSSION and VOTE ON NEW MEETING LOCATION**

Mary Bruck provided information regarding a new location for committee meetings, Belle Cooledge Library. The library is open until 8:00 p.m. and we may book 6 meetings in advance (the library is located at 5600 S. Land Park Dr.). Molly introduced a motion to approve booking the next 3 meetings at Belle Cooledge Library (January – March 2006), seconded by Moe. MSP by unanimous vote.

#### **IX. ELECTION OF COMMITTEE VICE-CHAIRPERSON**

Nomination of Mary Bruck to serve as vice-chairperson for the committee was made by Molly. Mary was voted in as committee vice-chairperson by unanimous vote. The motion to approve the election was made by Molly and seconded by Moe. MSP by unanimous vote.

#### **X. ANNOUNCEMENTS**

Puppy Task Force: Kathy spoke about a task force to be sent to the California/Mexico border to monitor the importation of "puppy mill" animals into the U.S. CACDA has requested assistance and the shelter plans to send two Animal Control Officers during December, 2005, to the border to perform search and seizure processes. Confiscated animals will be quarantined in San Diego.

#### **XI. SET FUTURE AGENDA**

Agenda items: 1) Report on Prospective Council Date for Animal Care's Response to the HSUS Recommendations; 2) Behavior Evaluation Criteria Assessment and Review; 3) Information Items: (A.) Division Manager's Report; 4) Discussion and Vote on New Meeting Location; 5) Announcements; 6) Set Future Agenda; 7) Adjournment. Motion to approve the future agenda was presented by Mary Bruck and seconded by Molly. MSP by unanimous vote.

(In early January, 2006, Debra Armstrong requested adding the following item to the January agenda: Donations for the monthly spay/neuter clinics).

#### **XI. ADJOURNMENT**

Mary presented a motion to adjourn, seconded by Molly. MSP by unanimous vote. Meeting adjourned at 7:30 p.m.