



ANIMAL CARE SERVICES CITIZENS ADVISORY

# MINUTES

September 30, 2008

## ATTENDANCE

### Members

Patricia Wilcox  
Eugene Lukehart  
Marge Carpenter  
Molly Kenneth  
Bev Gonsalves  
Lety Sanchez  
Abbi Novotny

### Staff

Dan Torres  
Donna Wicky  
Reina Schwartz

### Public

### Absent

*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 6:10 p.m. by chairperson, Pat Wilcox.

## CONSENT CALENDAR

### 1. REVIEW AND APPROVE MINUTES OF 8/26/2008

Motion to approve the minutes of 8/26/08 was made by Eugene, seconded by Abbi. MSP by unanimous vote.

### 2. APPROVE FUNDING FOR CATTERY DONATION TREE

Discussion regarding the funding and disbursement of revenue from donation tree followed. Donna provided breakdown of costs related to the purchase as follows: Tree with 300 leaves, 44 rocks with brass box at bottom = \$13,750 plus shipping. Return on investment: \$30,000 - \$60,000 for leaves (@ \$100 - \$200 each); \$38,000 for 38 small rocks (@ \$1,000 each); \$18,000 for 6 large rocks (@ \$3,000 each); large brass box, undetermined at this time. Funding will be generated from FOCAS fund and the revenue will be returned to the FOCAS

fund. Motion to approve funding for the tree and leaves from FOCAS account made by Eugene, seconded by Marge. MSP by unanimous vote.

### 3. APPROVE LETTER RECOMMENDING SATELLITE ANIMAL ADOPTION CENTER

Marge Carpenter composed a letter to present to City Council recommending the Shelter place a satellite adoption center with the intent of reaching a wider audience for the Shelter animals, increasing adoptions and encouraging more of the public to visit and view Shelter animals. Possible locations were discussed, i.e., a large shopping mall, the Railyard Project. Marge has been working on gaining support for this project. Committee members would like to garner more community and City support of the idea, obtain additional references/success studies and supporting documentation. Marge will distribute her letter to the Committee members prior to the next meeting. Motion was made by Eugene to table further discussion, review, and approval of the letter until the next Advisory Committee meeting and was seconded by Lety. MSP by unanimous vote.

## STAFF REPORTS

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

Reina Schwartz, acting Animal Care Division Manager, distributed the manager's report.

1) We have hired a new Division Manager, Becky Enneking. Becky's first day will be Monday, Oct. 6. She has been in the Animal Care field for 26 years; has a current RVT license, and was the Manager of the City of Lathrop's Animal Care division. Becky is also the Secty. for the CACDA board (Calif. Animal Care Directors' Assoc.)

2) We are recruiting for one ACO position and one Sr. ACT position. The second Sr. ACT position was recently approved as a result of Reina's support and advocacy at the City Mgr.s office.

3) We have hired two new Customer Service Representatives: Robin Tomlin and Katherine Huelves. Both employees worked for us as student interns. They are a talented and energetic addition to our Administrative team!

4) We have one Customer Service Rep. position that is currently vacant. We will be recruiting for this position in October.

5) Facilities/Equipment Update:

a) Cattery:

✓ trees installed in colony rooms, painting in progress, walls not yet completed – most work left is touch-up and technical equipment

✓ first installation of Cat Cages expected to begin 10/3/08 – kitten cages

✓ furniture installation to begin week of October 20<sup>th</sup>

✓ Anticipated date for Cattery Grand Opening is Jan. 10, 2009

b) Waiting for 3<sup>rd</sup> estimate on "Dog Agility Area" and we are reviewing the option of providing a new type of artificial turf (as used at the SSPCA), in lieu of decomposed granite – we have tree donation offer and are awaiting approval from City Atty. for authorization to accept

4) City Budget Situation and the impacts to Animal Care:

- a) 1 Cust. Serv. Spec. position remains frozen; 1 ACO position remains frozen.
- b) Possible cuts in 2010; Mid-year budget cuts still uncertain. . .
- c) Approximately \$1 mil. of the Hayden reimbursement money was allocated to General Fund to help offset some of the City's \$55 mil shortfall. This will require that we postpone construction of the vet/behavior evaluation building

5) Media attention from Titanic- Ch. 3 covered a story on our GIANT, 33 lb. shelter cat, Titanic. National exposure followed. We have received offers from across the country to adopt him (one from a woman in Tennessee, Annie Oakley. She sent a \$100 donation for Titanic's care)

6) The Shelter is offering low and no-cost s/n surgeries for the pets of City residents through funding from a Bob Barker grant. The grant is managed by a volunteer at Loaves & Fishes, and the pet owners pay a \$20 co-pay for neuters and a \$30 co-pay for spays for dogs 40 lbs. and larger. This targets a much needed pet population. 18 large dogs have been altered in the past 2 1/2 weeks through this program!

7) For the next 6 months, the Shelter will be sending 20 cats per week to the low-cost Auburn spay/neuter clinic. The Shelter's unaltered license fees from the S/N account are funding this program. If this is successful, we will continue the program year-round. Many thanks to the dedicated volunteers who help organize these affairs, contact the cat owners, drive to the Auburn clinic (both ways)!, and wait at the Shelter to discharge the animals.

8) Last Friday, the Shelter's Sr. ACT, Suzi Springsteen-Marks organized an event that partnered shelter staff with Placement Partners & Foster groups. The event was held at WAG hotel in W. Sac.

WAG provided the room & food, and Suzi provided an extremely well-received presentation explaining the collaborative roles we all play in a successful animal outplacement program. Suzi received an outpouring of positive comments and requests to continue these types of venues and outreach with our community partners.

9) Volunteer Hours Report for November and August 2008: report attached

Volunteer Hours:

- Volunteer Report was distributed (see attached)
- August volunteer hours consisted of 119 volunteers donating 2,652 hours, of which 1,813 hours were provided by 64 Foster Care Providers who cared for 91 animals.

10) Training Update: Dan Torres

Shelter currently has 6 ACOs and 2 Sr. ACOs. This limited staffing level makes it difficult to conduct training. 1 ACO position is open and applications will be reviewed in September.

Dan acknowledged Marge for her generous help with a City resident who was housing too many cats. Marge offered help with spay/neuter for the animals through Puppy Love Rescue. Fourteen cats have been altered so far, and more will be altered until all are done.

**5. SHELTER REPORT – SHELTER STATISTICS**

Donna Wicky distributed the City Shelter's statistical information regarding incoming and outplacement of animals, including adoptions, returned to owners, and euthanasia numbers.

**6. PUBLIC COMMENTS – MATTERS NOT ON THE AGENDA**

None

**7. COMMITTEE COMMENTS, QUESTIONS, AND IDEAS**

None

**8. SET FUTURE AGENDA**

Agenda items: 1) Approval of Minutes; 2) Approve letter regarding satellite adoption center; 3) Manager's Report; 4) Shelter Reports – Spay/Neuter 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 Molly. MSP by unanimous vote. Meeting adjourned at 7:13 pm.