



## ANIMAL CARE SERVICES CITIZENS ADVISORY COMMITTEE

# MINUTES

June 23, 2009

### ATTENDANCE

#### Members

Marge Carpenter  
Yvette Hernandez  
Eugene Lukehart  
Abbi Novotny  
Kris Liang

#### Excused Absence

N/A

#### Staff

Penny Cistaro  
Henri Goldenberg  
Reina Schwartz  
Dr. Laura Warner

#### Public

Mary Bruck  
Georgeann Eberhardt  
Eileen Gillis  
Vanessa Girard  
Dia Goode  
Paula Harrington  
Suzi Johnston  
Rosemary Lamb  
Ruda Thoke  
Lynn Wylie

*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 Director of General Services, Reina Schwartz.

### CONSENT CALENDAR

#### 1. REVIEW AND APPROVE MINUTES OF 3/31/09

Motion to approve the minutes of 4/28/09 was made by Eugene Lukehart seconded by Abbi Novotny. The motion passed by unanimous vote.

Reina informed the group that this is Yvette Hernandez and Kris Liang's first meeting. There are two additional vacancies; one for Category A (animal care professional) and one for Category C (public at large).

## **STAFF REPORTS**

### **2. MANAGER'S REPORT**

Reina Schwartz introduced Penny Cistaro, Animal Care Services Manager. Penny shared her extensive background and experiences.

Penny shared that two challenges that she will be facing are the City's budget woes and the limited staffing at the shelter.

Penny will be focusing initially on the internal programs and on increasing Leave Live Rate.

Penny/Reina then addressed the following:

- 1) Update on Committee Members
- 2) Volunteer Report; received and filed.
- 3) Update on participation in Mission Orange. On June 28 – June 30, Reina, Penny and Suzi Springsteen-Marks, Senior Animal Care Technician and Claudia Schlachter, Volunteer Coordinator will be attending a two-day planning session with ASPCA in Richmond, Virginia.
- 4) Hayden Bill – may temporarily be suspended.

Motioned by Eugene Lukehart and seconded by Abbi Novotny. Committee approved receipt and filing of these items.

Eileen Gillis asked Penny what does she see as the role of the public?

Penny replied that garnering community and advisory committee support is the public's role. An example Penny gave is that the advisory committee will assist with looking at ordinances, getting input, reaction, response and opinions.

### **3. STAFF REVIEW OF SHELTER'S ADOPTABILITY GUIDELINES**

The Adoptability Guidelines were brought to the committee with many changes. Reina and Penny requested to table this item to give Penny time to review and evaluate.

This item is tabled until September 2009. Motioned by Eugene Lukehart and seconded by Abbi Novotny.

### **4. REPORT BACK ON ADOPTABILITY GUIDELINES "PARKING LOT" ITEMS**

This item is tabled until September 2009. Motioned by Eugene Lukehart and seconded by Abbi Novotny.

## **5. STAFF UPDATE ON DONATION TREE**

Staff provided an updated fact sheet along with a photo of the Donation Tree. Committee will promote the Donation Tree. Eugene will run the numbers and figure out how much to charge for copper and bronze leaves and the denomination.

Penny asked if there was a theme for the Donation Tree.

Lynn Wylie commented that the location of the Donation Tree (in the Cattery) was an odd place and it should be in front of the shelter.

Penny suggested the theme could be the Learning Tree to support humane education program.

## **6. REPORT BACK ON SHELTER SIGNAGE**

Marge Carpenter shared with the committee that she has been working with Tom Webber from the City's Traffic Signs and Markings.

## **7. CAT MOVEMENT/CATTERY OPERATIONS**

Penny wanted to hear the public input first.

### Public Input:

Dia Goode asked what is the intent of the Kitten Room?

Penny replied the Kitten Room is currently used for behavior assessment of cats.

Georgeann Eberhardt expressed that she would like to continue to use the Open Room as an Evaluating Room.

### Committee Input:

Abbi Novtony asked where are the stray kittens housed? Penny responded that the stray kittens are housed in the older building.

Penny is requesting that she is given three months to work with her staff, incorporate the information that she will be receiving from the UC Davis report, ASPCA's recommendations and information from Mission Orange.

## **8. REPORT BACK ON OWNER REQUESTED EUTHANASIA**

Penny is evaluating each situation looking at the physical condition, age and what is best for the animal. She will put together a process.

Dia applauded Penny for her new ideas.

**9. REPORT BACK ON CAC MEMBERS EMAIL LINK**

Staff is working on getting this link. Committee members will receive emails directly from the public. Email addresses of Committee members will be shielded.

**10. SHELTER REPORT – SPAY/NEUTER ACCOUNT AND FOCAS**

Henri Goldenberg distributed both the Spay/Neuter Account Revenue and Expense Report FY09 and Donation (F.O.C.A.S) Account Revenue and Expense Report FY09.

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

Eileen Gillis suggested visiting the site Allforgood.org as a resource for volunteer activities/programs.

Lynn Wylie recommended that the shelter solicit assistance from public relations firms who might be interested in donating time to market the shelter and programs. She mentioned denverdumbfriendsleague.com is a great source, a nonprofit organization dedicated to animal welfare.

**12. SET FUTURE AGENDA**

Reina asked the Committee if she and Penny can put together the next meeting's agenda.

**13. ADJOURNMENT**

Eugene Lukehart made a motion to adjourn. Motion seconded by Abbi Novotny. The motion passed by unanimous vote. Meeting adjourned at 8:20 p.m.