



ANIMAL CARE SERVICES CITIZENS ADVISORY

MINUTES

March 27, 2007

ATTENDANCE

Members

Pat Wilcox
Lety Sanches, DVM
Moe Ortiz (arrived at 6:10 pm)
Molly Kenneth (arrived at 6:20 pm)
Debra Armstrong
Ashle Crocker
Eugene Lukenhart

Staff

Donna Wicky
Hector Cazares

Public

Wayne Sheldon
Stephanie Mizuno, Assistant City Clerk
Dia Goode
Eileen Gillis
Teresa Johnson

*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 95814 at 6:05 p.m. by chairperson, Pat Wilcox.

Consent Calendar

1. REVIEW AND APPROVE MINUTES OF 2/27/07

Motion to approve the minutes of 2/27/07 made by Pat Wilcox.

Debra commented that discussion regarding feral cats was not included in minutes, and she asked that minutes be revised. Committee agreed.

Motion to approve minutes of 2/27, as amended; motion seconded by Moe Ortiz.

MSP by vote; Debra voted no; Ashle abstained from voting because she was not in attendance at 2/27/07. Motion carries by a vote of 4-1, with one abstention. Minutes approved.

Staff Reports

2. Committee Agenda and Meeting Procedure Review with City Clerk

Stephanie Mizuno addressed new City procedures for all City committees. The agenda has been re-formatted, and some new meeting protocols apply. New procedures are being implemented at the direction from City Council to work with all City boards to implement standardization.

New agenda format is being used to provide a more consistent experience by public, compliance with City code, and compliance with Brown Act. Ms. Mizuno provided a sample agenda for Committee's use for all future meetings. She also provided Committee with a copy of Rosenberg's Rules of Order for their review.

Member of the public (Eileen Gillis) asked whether, if minutes reference a document, that document should be attached to minutes. Brown Act does not require. Moreover, Ms. Mizuno said no other committees post supplemental materials on the website. If members of the public want the supplemental materials, they can request hard copies from staff.

The committee members thanked Ms. Mizuno for her assistance.

3. Establish Advisory Committee Meeting Schedule for Remaining Calendar Year

Pat Wilcox said next meeting is April 24; meetings will be last Tuesday of every month. Ms. Wilcox noted that meetings will not be held on the regularly scheduled date of December 25. The November/December meeting will be held on November 27. July/August meeting will be held on July 31.

Ms. Wilcox made a motion to change regularly scheduled meeting date to drop August 28 and December 25 meeting, and to combine July/August meeting to be held July 31, and combine November/December meeting on November 27; Ashle Crocker seconded motion. Motion carries by unanimous vote, with abstention from Debra Armstrong.

4. Review Committee Letter Supporting Additional Staffing and Increased Wages for Animal Care Services Personnel

Pat Wilcox was tasked with drafting the letter, but is not complete. Ms. Wilcox made a motion to continue this item to next agenda. Ms. Sanchez seconded the motion. Motion carries by unanimous vote.

5. Update on Facilities and Shelter Events

Hector Cazares passed out the manager's report for the Committee's consideration.

A. Facilities/Equipment Update:

- The "get acquainted" area is completed, with exception of landscaping.
- Hector met with architect last week regarding cattery design. Estimated completion date- June 2008.

B. City Council approved animal overpopulation ordinance.

- C. Volunteer hours are high. Hector passed out a report on volunteer activity.
- D. Announcement of upcoming events.
- E. Update on AB 1634 Health Pets Act.
- F. SPCA new spay/neuter clinic is open, and primary focus is on feral cats.

Moe Ortiz made a motion to receive and file the Manger's report. Molly seconded the motion. MSP.

6. Training Update for Shelter Staff

Donna Wicky reported that four new ACO's just completed training for humane investigations and cruelty investigations.

Dia Goode asked about training for Animal Care Technicians. Donna will look it up and will include Technicians in future reports.

7. Review Revisions to City Code Section 9.44 – Fees, Licensing, Criminal and Administrative Penalties, Sale and Advertisement of Animals

Hector Cazares reported on March 20, 2007 Council meeting. The ordinance as passed is on the Internet, and copies were provided to Committee at last meeting. City Council voted unanimously to approve the revisions to the City code. Future code revisions will focus on barking dogs, and other improvements to codes to protect animals.

Dia Goode asked about intent of ordinance, particularly regarding feral cats and cat rescues, adoptions and licenses. Hector said revisions to City code will be made, which will address her concerns.

Eileen Gillis addressed cost recovery program for the shelter, and posed questions regarding increasing spay and neuter programs in the future.

PUBLIC COMMENTS – MATTERS NOT ON THE AGENDA

Ms. Goode passed out pictures of a dog that was admitted to the shelter. She expressed concern regarding lack of emergency care. Donna indicated dog was out placed appropriately and is expected to fully recover.

Marge Carpenter thanked Debra for her service on the Committee, and thanked the Committee generally for it's good work.

COMMITTEE COMMENTS, QUESTIONS AND IDEAS

Debra spoke regarding the spay and neuter project at Puppy Love Rescue. Puppy Love is actively passing out flyers, and Animal Control officers will hand out flyers. Debra hopes that her organization can help with the shelter's overflow.

Hector Cazares, staff, and the Committee thanked Debra for her outstanding service as a member the last three years.

ADJOURNMENT

Meeting adjourned at 7:51 p.m.