

**ANIMAL CARE SERVICES ADVISORY COMMITTEE**

**Kathleen Garcia** (Chair)  
**Joe Robustelli** (Vice Chair)  
**Kenn Altine**  
**Denise Bell**  
**Cynthia Karsten**  
**Leah Christie Morris**  
**Jessica Rewers McCabe**

**COMMITTEE STAFF**

Blair Hongo, Deputy City Clerk  
Kevin Kunding, Deputy City Attorney  
Phillip Zimmerman, Animal Services Manager

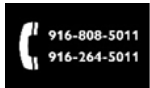


**Minutes**  
**Animal Care Services Advisory**  
**Committee**

**Teleconference Meeting Only**

**City Hall Complex**  
**915 I Street**  
**Sacramento, CA 95814**

*Published by the Office of the City Clerk*  
*(916) 808-7200*



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**Wednesday, August 10, 2022**

**5:30 p.m.**

**NOTICE TO THE PUBLIC**

In compliance with AB361 and the Resolution Declaring the Existence of a Local Emergency Relating to the COVID-19 Pandemic, adopted by the City of Sacramento City Council, City Council and other public meetings are currently **Teleconference Meetings Only** to align with local and federal guidelines and social distancing recommendations for the containment of the coronavirus.

**Join this meeting via Zoom:**

<https://cityofsacramento-org.zoom.us/j/96280704485?pwd=dXJZRfdZNktd1NtK1kvVXRyUWZxdz09>

**Webinar ID:** 962 8070 4485 **Passcode:** 196026

**Dial in via telephone:** 888 788 0099 (Toll Free) – **Meeting ID:** 962 8070 4485 # #

**Address the Legislative Body via Zoom:**

- LOCATE** the meeting agenda and Zoom link on the City's Upcoming Meetings website at <https://meetings.cityofsacramento.org> for the meeting you wish to make public comment.
- LOGIN** to the meeting by either clicking on the Zoom webinar link on the meeting's agenda or dialing the Zoom phone number and entering the webinar ID.
- "RAISE YOUR HAND"** to provide public comment when the presiding officer confirms the public comment speaking period for your desired item.
  - Online:** If you are online, click on "raise hand" on the bottom of your screen.
  - Mobile App:** In the mobile app, you can raise your hand by tapping the "Raise Hand" option in the "More" tab.
  - Telephone:** If you are calling in via telephone, to raise your hand, dial \*9 (star-nine). Then to unmute or mute, dial \*6 (star-six). Speakers will be called on by the last four digits of their phone number.



**Submit Written Comments Electronically:** Written comments received are distributed to members, filed in the record, and will not be read aloud. Members of the public are encouraged to submit public comments electronically via **eComment** through the City's Upcoming Meetings website at <https://meetings.cityofsacramento.org>.

**View Agendas and Staff Reports Online:** The agenda provides a general description and staff recommendation; however, legislative bodies may take action other than what is recommended. Full staff reports are available for public review on the City's Upcoming Meetings website at <https://meetings.cityofsacramento.org> and include all attachments and exhibits. "To Be Delivered" and "Supplemental" reports will be published as they are received.

**Watch the Legislative Body Online:** Live video streams and indexed archives of meetings are available via the City's Upcoming Meetings / Archived Meetings website at <https://meetings.cityofsacramento.org>.

*City Code section 4.04.020(A)* requires the agenda of each regular or adjourned regular meeting of a city legislative body (as defined in *Government Code section 54952*) be posted at least 120 hours prior or 24 hours prior to a special meeting in a location that is freely accessible to members of the public as required by the Ralph M. Brown Act *Government Code 54950 (The Brown Act)* including a brief description of each item to be transacted or discussed.

The City posts meeting agendas on the City website, at City Hall as well as offsite meeting locations. **The order and estimated time for agenda items are listed for reference and may be taken in any order deemed appropriate by the legislative body.**

If you require **special assistance** to participate in the meeting, notify the Office of the City Clerk at (916) 808-7200 at least 48 hours prior to the meeting.

**Notice to Lobbyists:** When addressing the legislative bodies you must identify yourself as a lobbyist and announce the client/business/organization you are representing (*City Code 2.15.160*).

**Public Comment.** The City provides opportunities for the public to address the legislative body as a whole in order to listen to the public's opinions regarding non-agendized matters within the subject matter jurisdiction of the City during Regular meetings and regarding items on the Agenda at all other meetings.

- Public comments should not be addressed to individual Members nor to City officials, but rather to the legislative body as a whole regarding City business.
- While the public may speak their opinions on City business, personal attacks on Members and City officials, use of swear words, and signs or displays of disrespect for individuals are discouraged as they impede good communication with the legislative body.
- Consistent with the Brown Act, the public comment periods on the Agenda are not intended to be "Question and Answer" periods or conversations with the Members and City officials. The limited circumstances under which Members may respond to public comments are set out in Rule 8 D 2 of the Council Rules of Procedure.
- Members of the public with questions concerning Consent Calendar items may contact the staff person or the Member whose district is identified on the report prior to the meeting to reduce the need for discussion of Consent Calendar items and to better respond to the public's questions.

**Speaker Time Limits.** In the interest of facilitating the legislative body's conduct of the business of the City, members of the public (speakers) who wish to address the legislative body during the meeting will have two minutes per speaker for Consent Calendar Items, Public Hearing Items, Discussion Calendar Items, and Matters not on the Agenda for a maximum total of eight minutes per speaker per meeting. Each speaker shall limit his/her remarks to the specified time allotment.

- The Presiding Officer shall consistently utilize the timing system which provides speakers with notice of their remaining time to complete their comments. A countdown display of the allotted time will appear and flash red at the end of the allotted time.
- In the further interest of time, speakers may be asked to limit their comments to new materials and not repeat what a prior speaker said. Organized groups may choose a single spokesperson who may speak for the group but with no increase in time. Speakers shall not concede any part of their allotted time to another speaker.
- The Presiding Officer may further limit the time allotted for public comments per speaker or in total for the orderly conduct of the meeting and such limits shall be fairly applied.

# City of Sacramento

## Animal Care Services Advisory Committee

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City Hall Complex, 915 I Street, Sacramento, CA 95814

**Teleconference Meeting Only**

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### Regular Meeting Minutes

Wednesday, August 10, 2022

5:30 p.m.

*All items listed are heard and acted upon by the Animal Care Services Advisory Committee unless otherwise noted.*

**Join this meeting via Zoom:**

<https://cityofsacramento-org.zoom.us/j/96280704485?pwd=dXJZRfZnktld1NtK1kvVXRyUWZxdz09>

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### Open Session – 5:30 p.m.

Regular meeting called to order by Chair Garcia at 5:32 p.m. on Wednesday, August 10, 2022

**Members Present:** Denise Bell, Kathleen Garcia, Cynthia Karsten, Jessica Rewers McCabe, Leah Christie Morris, and Joe Robustelli (all via teleconference).

**Members Absent:** Kenn Altine

### Consent Calendar

*All items listed under the Consent Calendar are considered and acted upon by one Motion. Anyone may request an item be removed for separate consideration.*

**Action:** Moved/Seconded: Member Robustelli / Member Bell

**Yes:** Members Denise Bell, Kathleen Garcia, Cynthia Karsten, Leah Christie Morris, Jessica Rewers McCabe and Joe Robustelli

**Absent:** Member Kenn Altine

Members of the public provided comments.

A motion **passed** to adopt the Consent Calendar in one motion except as indicated at each item.

1. **Approval of Animal Care Citizens Advisory Committee Meeting Minutes**  
File ID: 2022-01252  
**Location:** Citywide  
**Action:** Passed a **Motion** approving Animal Care Citizens Advisory Committee Meeting Minutes dated June 8, 2022.  
**Contact:** Hang Tran, Administrative Analyst, (916) 808-7171, [htran@cityofsacramento.org](mailto:htran@cityofsacramento.org); Alexis B. Allen, Deputy City Clerk, (916) 808-5928, [aballen@cityofsacramento.org](mailto:aballen@cityofsacramento.org), Office of the City Clerk
2. **Animal Care Service Advisory Committee Follow-Up Log**  
File ID: 2022-01462  
**Location:** Citywide  
**Action:** Passed a **Motion** adopting the Animal Care Service Advisory Committee Follow-Up Log as developed by proposals and discussion from the committee.  
**Contact:** Phillip Zimmerman, Animal Care Services Manager, (916) 808-8333, [pzimmerman@cityofsacramento.org](mailto:pzimmerman@cityofsacramento.org), Community Development Department

### **Discussion Calendar**

*Discussion calendar items include an oral presentation including those recommending “receive and file”.*

3. **Animal Care Shelter Statistics**  
File ID: 2022-01456  
**Location:** Citywide  
Members of the public provided comments.  
**Action:** Received and filed.  
**Contact:** Phillip Zimmerman, Animal Care Services Manager, (916) 808-8333, [pzimmerman@cityofsacramento.org](mailto:pzimmerman@cityofsacramento.org), Community Development Department
4. **Discussion of Access to Veterinary Care**  
File ID: 2022-01457  
**Location:** Citywide  
Members of the public provided comments.  
**Action:** Received and filed.  
**Contact:** Phillip Zimmerman, Animal Care Services Manager, (916) 808-8333, [pzimmerman@cityofsacramento.org](mailto:pzimmerman@cityofsacramento.org), Community Development Department
5. **Discussion of Dedicated 3-1-1 Animal Services Operators**  
File ID: 2022-01458  
**Location:** Citywide  
Members of the public provided comments.  
**Action:** Received and filed.  
**Contact:** Phillip Zimmerman, Animal Care Services Manager, 916-808-8333, [pzimmerman@cityofsacramento.org](mailto:pzimmerman@cityofsacramento.org), Community Development Department

**6. Field Services Presentation**

File ID: 2022-01464

**Location:** Citywide

Members of the public provided comments.

**Action:** Receive and file.

**Contact:** Phillip Zimmerman, Animal Care Services Manager, (916) 808-8333, [pzimmerman@cityofsacramento.org](mailto:pzimmerman@cityofsacramento.org), Community Development Department

**7. Shelter Manager's Oral Report - Shelter Updates**

File ID: 2022-01463

**Location:** Citywide

Members of the public provided comments.

**Action:** Received and filed.

**Contact:** Phillip Zimmerman, Animal Care Services Manager, (916) 808-8333, [pzimmerman@cityofsacramento.org](mailto:pzimmerman@cityofsacramento.org), Community Development Department

**Commission Comments-Ideas and Questions**

Members of the commission provided comments.

**Public Comments – Matters Not on the Agenda**

Members of the public provided comments.

**Adjournment** – 8:05 p.m.

This is to certify that the foregoing is a true and correct copy of the minutes of August 10, 2022, as approved by the Animal Care Services Advisory Committee.

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Hang Tran, Administrative Analyst