



ANIMAL CARE SERVICES CITIZENS ADVISORY COMMITTEE

MINUTES

April 28, 2009

ATTENDANCE

Members

Marge Carpenter
Eugene Lukehart
Abbi Novotny
Patricia Wilcox

Staff

Henri Goldenberg
Reina Schwartz
Dan Torres
Dr. Laura Warner

Excused Absence

N/A

Public

Jeanne Brennan
Becky Correia
Cynthia Cutler
Dia Goode

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 6:05 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 3/31/09 as amended was made by Eugene Lukehart seconded by Patricia Wilcox. MSP by unanimous vote.

Reina informed the group that this meeting is Pat's last meeting. Two new members have been recommended for appointment and there are two additional vacancies for which applications are due May 15, 2009.

STAFF REPORTS

2. STAFF REPORT ON DONATION TREE

We are moving along with the donation tree. Discussion of fundraising efforts (solicit donations) and staff will provide final update on cost.

Staff was asked to report back on whether rocks will be incorporated into the design, and what will the donated funds be used for in the shelter.

Motion was made by Eugene to add item to next meeting's agenda for further discussion.

3. STAFF REVIEW OF SHELTER'S ADOPTABILITY GUIDELINES

Reina asked the group if they had further questions. Eugene asked when the Adoptability Guidelines would be rolled out. Reina replied that this is a working document and that the official implementation date is July 1.

There was a request to reference the code section regarding requested euthanasia.

Staff was requested to add the Parking Lot items from previous Defining Adoptability review to the next meeting agenda.

4. REPORT BACK ON SHELTER SIGNAGE

This item is tabled for next meeting.

5. MANAGER'S REPORT

Reina Schwartz , Interim Animal Care Division Manager, addressed the following:

- 1) Update on Committee Members.
- 2) Volunteer Report attached. Received and Filed.
- 3) Announced that the new Animal Care Manager will be starting June 8, 2009.
- 4) Update on participation in Mission Orange. ASPCA shelter visit will be in late May. Staff will be attending a two-day planning session with ASPCA in late June.
- 5) UC Davis came in for a consult. Primarily cat operations (intake of cats). Still waiting for information from consultation.
- 6) City's proposed budget will be available by Friday, May 1. Animal Care cuts 25%. No anticipated layoffs this coming year, although vacant positions will be frozen.

Motioned by Pat Wilcox to approve items 2, 3, 4, 5 and seconded by Abbi. Committee approved receipt and filing of these items.

6. CAT MOVEMENT/CATTERY OPERATIONS

Continue to evaluate how cats will move through the shelter. Waiting for UC Davis report. The purpose of the cattery is to house cats that are healthy and ready for adoption, and typically not strays.

Cats are still getting adopted from CA and KP, not just the new cattery.

Will work on internal directional signage and marketing.

Dia asked if there is staffing at the cattery. Reina replied that it is the City's intent to staff the cattery building whenever possible, but it may not be possible everyday.

Dia asked what is happening with the kitten room? Is it empty? It is being used and what is it being used for?

Dr. Warner responded mothers and kittens are placed in the cat trailer.

Pat motioned to approve item 6 and seconded by Abbi. Committee approved receipt and filing of this item.

7. SHELTER REPORT - FOCAS/Shelter Statistics

Reina distributed the report – animals entering the shelter from 1/1/09 to 3/31/09.

Pat Wilcox requested use of charts and comparative data where appropriate.

Motion by Pat and seconded by Abbi to receive and file.

8. PUBLIC COMMENTS – MATTERS NOT ON THE AGENDA

Dia Goode requested feedback on a complaint regarding owner-requested euthanasia.

9. COMMITTEE COMMENTS, QUESTIONS, AND IDEAS

Eugene reminded staff that the CAC take personal respect to the public and requested the ability to respond directly by email. Reina will look into establishing an email address for the CAC.

10. SET FUTURE AGENDA

Agenda items: 1) Approval of Minutes; 2) Staff Report – Donation Tree; 3) Recommendation to Approve Guidelines for Defining Adoptability; 4) Report Back on Shelter Signage; 5) Manager's Report; 6) Cat Movement/Cattery Operations; 7) Kitten Room in New Cattery; 8) Report Back on Owner Requested Euthanasia; 9) Report Back on CAC Members Email Link; 10) Report Back on Adoptability Guidelines "Parking Lot" Items; 11) Shelter Report – Spay/Neuter Account; 12) Public Comments – Matters Not on the Agenda; 13) Committee Comments, Questions and Ideas; 14) Set Future Agenda; 15) Adjournment

11. ADJOURNMENT

Eugene made a motion to adjourn. Motion seconded by Abbi. MSP by unanimous vote. Meeting adjourned at 7:43 p.m.