



ANIMAL CARE SERVICES CITIZENS ADVISORY COMMITTEE

MINUTES

August 31, 2011

ATTENDANCE

Members

Stephen Cital
Becky Correia
Meghan Hertel
Eugene Lukehart

Staff

Reina Schwartz
Gina Knepp
Kim Martin

Call to Order and Roll Call

Meeting called to order at the Animal Shelter Cattery, 2127 Front Street, Multipurpose Room, Sacramento, California at 6:08 p.m. by Committee Chair Meghan Hertel.

Consent Calendar

1. **Review and Approval of Minutes from April 27, 2011**

The minutes were amended (strikethrough and correction in italic) to read as follows:

Consent Calendar

1. **Review and Approval of Minutes from March 29, 2011**

Motion to approve the minutes of March 29, ~~2010~~ 2011 was made by Eugene Lukehart and seconded by Stephen Cital. The motion was approved.

Public Comments – Matters Not on the Agenda

2. Public member Dia Goode volunteered to ~~assist with publicizing an~~ *coordinate an entire* event to market the shelter's new hours. June is adopt a cat month.

Motion to approve the minutes of April 27, 2011 as amended was made by Stephen Cital and seconded by Becky Correia. The motion was approved.

Public Comments – Matters Not on the Agenda

2. Public member Dia Goode requested that the Committee revisit whether the shelter can accept tax deductible donations. Gina Knepp indicated that the City can accept donations "that serve a public purpose," per the City Attorney's Office. Donations are placed in the FOCUS fund and used for animal comfort and medical care. For the next meeting, an agenda item related to fundraising opportunities will be included.

Public member Dia Goode requested an informed discussion on euthanasia statistics and the high euthanasia rate. Meghan Hertel indicated that agenda item #7 may answer some concerns.

Chair Reports

3. Citizens Advisory Committee Ground Rules, Draft Letter, Future Dates

Meghan Hertel reviewed a draft of "Potential Ground Rules." Motion to table discussion of the Potential Ground Rules until a new or full Committee is appointed was made by Becky Correia and seconded by Eugene Lukehart. The motion was approved.

Meghan Hertel reviewed a draft letter to be sent to the Mayor and City Council inviting them to attend an ACSCAC meeting or to tour the shelter. Minor revisions to the letter were proposed. Motion to approve the letter as amended was made by Becky Correia and seconded by Stephen Cital. The motion was approved.

Meghan Hertel reviewed a list of remaining ACSCAC meetings through December, 2011. Motion to cancel the December 28 meeting and approve the remaining meeting dates was made by Eugene Lukehart and seconded by Becky Correia. The motion was approved.

4. Committee Emails from the Public

Kim Martin provided information on the ACSCAC email address and the need for it to be monitored and forwarded to the Committee by a City employee. The City's email system will not forward emails to non-City email accounts. Motion to have a 311 agent monitor and forward emails to the Committee was made by Stephen Cital and seconded by Becky Correia. The motion was approved. 311 will make the decision on how often to forward the emails received to the Committee.

5. Marketing Report/Communication with Council

Stephen Cital reported that the Marketing Committee is on hold until the outcome of the possible SPCA merger, and if the merger does occur, the Committee will become active. Gina Knepp has been in contact with marketing committee member Lynn Wiley.

6. Manager's Report – includes Operational Update, Positive Media, Animals in Entertainment Ordinance, Volunteer Program

Reina Schwartz reported that no amendments are needed to the City's Animals in Entertainment Ordinance. The City has revamped the process related to the circus, and will partner with the state Department of Fish and Game for enforcement of state humane laws.

Two meetings have been held with the SPCA to develop a scope of work related to shelter operations, and a proposal will be requested later this calendar year.

Gina Knepp introduced Wambui Prouty who reported on volunteer activities from May through September, 2011. The shelter's volunteer newsletter link was emailed to the Committee in advance of the meeting. Wambui mentioned that a volunteer orientation is held on the second Wednesday of each month at 6 p.m. at the shelter.

Gina reported the shelter has received positive media each week since July 1, 2011. As a result, Titanic's Pantry has received hundreds of pounds of donated animal food and \$11,000 in donations. Fox 40 will begin featuring shelter animals on their Saturday broadcasts. Gina is working on obtaining 501(c)3 status for the shelter. On September 24, 2011, a world rabies event will be held and free licenses will be provided to City residents who vaccinate their animals.

Reina reported the Sacramento Collaborative Partnership will host a 36 hour adoption event on October 22-23, 2011 at the PetSmart on Watt Avenue/Arden Way.

Reina updated the Committee on efforts hold a stakeholders meeting related to defining categories and definitions for Committee membership, in advance of going back to the Law and Legislation Committee for approval. Becky will send Reina a link to San Jose's committee language.

Public member Dia Goode complimented Gina on the positive press that has been received. Related to the SPCA/City shelter merger, Dia Goode inquired if the City approached SPCA. Reina explained the idea for a merger stemmed from conversations on regional solutions to the City's budget situation, and she provided a verbal timeline of activities.

Public member Dia Goode provided a history of the language included in the ACSCAC ordinance and its reference to the Hayden Bill.

7. Sacramento Collaborative Statistics

Reina reviewed and explained the Sacramento Collaborative Statistics and indicated that intake has gone up in all shelters which could be a result of the economy. Adoptions are not matching the rate of intake, and increased euthanasia rates result.

8. Spay and Neuter Report

The Community Spay/Neuter Clinic statistics were reviewed. In June, on-line applications for spay/neuter services became available. Quarterly meetings are held with the spay/neuter voucher groups. Free licenses are provided to City residents. Gina was asked to revise the 'income received' and 'total costs' columns on the report.

Committee Comments, Questions and Ideas

Stephen Cital made a recommendation that it should be mandatory for all ACSCAC members to attend ride-alongs with staff. He requested that use of tasers be included on the next meeting agenda.

Adjournment

Motion to adjourn the meeting was made by Stephen Cital and seconded by Becky Correia. The motion was approved and the meeting was adjourned at 7:55 p.m.