

SANTA CRUZ COUNTY ANIMAL SHELTER

BOARD OF DIRECTORS MEETING

Minutes of Monday, April 10, 2017 3:00 PM

Board of Supervisors Chambers, Fifth Floor

701 Ocean Street, Santa Cruz, CA 95060

VOTING KEY: M = Mauriello, P = Phares, S = Shull, V = Verinsky, Vi = Vides, Mc=McKinley, W=Walpole, F=Flippo

First initial indicates maker of motion, second initial indicates the "second"; upper case letter = "yes" vote; lower case letter = "no" vote; () = abstain; // = absent

1.0 Call to Order and Roll Call: Board Chairman Joe Phares called the meeting to order at 3:00 pm. Carlos Palacios sat in for Board Member Mauriello, Sergeant David Ball sat in for Board Member Walpole.

2.0 Introductions: General Manger Sobel introduced new County Counsel representative David Nefouse.

3.0 Late Additions or changes to agenda: The financial report for February 2017 had been omitted — hard copies were distributed.
Item 6.3 will be moved up to be discussed prior to Item 6.1.

4.0 ORAL COMMUNICATION – Two people addressed the Board on matters unrelated to the day's Agenda.

5.0 CONSENT AGENDA

5.1 Approved minutes of the February 13, 2017 ASA Board Meeting

5.2 Accepted reports of the General Manager and Management Team for February and March 2017

5.3 Accepted the statistics for the months of February and March 2017

5.4 Accepted and approved quarterly report for all claims under \$10,000

5.5 Accepted and approved journal entry payments with the County of Santa Cruz for the third quarter of FY16-17

5.6 Approved purchase of portable radios for Animal Control Officers in the amount of \$12,526.56

Board action on Consent Agenda: SVMPViMcWF

6.0 REGULAR AGENDA

6.3 Consider proposed SCCAS membership formula

Jamie Goldstein, Capitola City Manager addressed the Board regarding the proposed SCCAS membership formula.

Mr. Goldstein spoke about the history of the relationship between the City of Capitola and the SCCAS. He expressed concerns about the proposed cost model and the phase in period for the new membership formula and added that he would prefer to continue the contract as it stands since the new formula would approximately double Capitola's

current costs for animal control services. He was also concerned that SCCAS would not be able to offer the response time Capitola residents have come to expect.

Ms. Shull spoke regarding the method used to arrive at the proposed member formula. The proposed membership formula takes into account the per capita, the number of impounds and the number of calls for service for each jurisdiction, averaged over the previous three years.

Animal Control Supervisor Todd Stosuy addressed the Board regarding ASA's current allocation of personnel and the average workload. He stated that ASA's Animal Control Officers receive specialized animal control and rescue training in addition to law enforcement protocol training. Office Stosuy noted that ASA's Animal Control Department currently has three dog trainers and a registered vet tech on the team. In addition, two of the officers are state certified Humane Officers with a wide range of expertise in animal welfare and education.

A motion was made to adopt the new membership formula with a four year phase in period rather than a three year phase in.

Board action on regular agenda item 6.3 with four year phase in period: MSPVViMcWF

6.1 General Manager's Oral report presented by Melanie Sobel

Ms. Sobel stated that she and ASA Analyst Christina Mowrey continue to work with the architect on the plans for the Shelter's new Behavior and Training Facility with possible addition of a Cat Café as well. The process is going well and completion is expected within the next two years.

Ms. Sobel noted that three ASA staff members were awarded at the recent County Employee Recognition Awards ceremony. Trish Setliff, Jen Walker and Todd Stosuy were each honored for their outstanding work during the past year.

General Manager Sobel spoke about the Working Whiskers program which finds barn or garden homes for unsocial cats, and noted that Heading Home Animal Rescue now takes about 40% of all animals transferred from ASA.

6.2 Approved financial report for the months of February and March 2017.

Ms. Sobel discussed the financial reports and noted that the yearend deficit is expected to be less than budgeted. The revenues are ahead of the expected amount and license revenue is up slightly from this time last year.

Board action on Regular Agenda Item 6.2: SVMPViMcWF

6.4 ASA General Manager Sobel thanked ASA Analyst Christina Mowrey for her assistance in preparing the proposed FY 17-18 budget. Ms. Sobel presented the proposed FY17-18 budget which includes a 10% increase in member contributions. Ms. Sobel stated that the increase is needed in order to cover the increases in the Salaries and Benefits lineitem, the

Services and Supplies lineitem and increased County overhead costs (increase was due to a prior billing error for the County overhead services).

Christina Mowrey noted that one-time funds previously used to balance the budget are about to run out, increasing the member contributions sharply. She is recommending spreading the remaining SB90 funds out over the next three years.

Ms. Sobel noted that Shelter staffing levels remain unchanged. She is proposing a small increase in fees for some of the humane services. ASA is also anticipating an aggressive push to increase license compliance through public awareness and follow up on rabies vaccination data.

Motion was made to schedule a May Board meeting to review the proposed budget with the revised membership proposal with or without Capitola and modify it to include the four year smoothing process.

Board action on regular agenda Item 6.4 to schedule May budget meeting:
SViMPVMcWF

7.0 Meeting was adjourned at 4:17pm. A special session is tentatively planned for Monday, May 15, 2017 at 3:00pm for additional discussion of the proposed FY 17-18 budget.

Next regular meeting is scheduled for Monday, June 12, 2017 in the Board of Supervisors Chambers at 701 Ocean Street.