



BOARD OF ANIMAL SERVICES COMMISSIONERS
CITY OF LOS ANGELES
Monday April 9, 2007
10:00 A.M.
LOS ANGELES CITY HALL
200 N. Spring St.
Room 1060
Los Angeles, CA 90012

Commissioners:
Tariq Khero, President
Kathleen Riordan, Vice-President
Marie Atake
Glenn Brown
Archie J. Quincey, Jr.

Sign language interpreters, assistive listening devices, or other auxiliary aids and/or services may be provided upon request. To ensure availability, you are advised to make your request at least 72 hours prior to the meeting you wish to attend. For information please call (213) 482-9501.

Si require servicios de traducción, favor de notificar la oficina con 24 horas por anticipado.

**REGULAR COMMISSION MEETING WILL COMMENCE IMMEDIATELY
FOLLOWING THE APPEAL HEARINGS SCHEDULED FOR 10:00 A.M.**

COMMISSION MEETING

- 1. ORAL REPORT OF THE GENERAL MANAGER**
- 2. COMMISSION BUSINESS**
 - A. Approval of the Commission Meeting Minutes of February 26, March 12 and March 27, 2007.
 - B. Oral Report by the Commission on Meetings and Events attended.

3. GENERAL MANAGER RECOMMENDS FOR BOARD ACTION

- A. Mandatory Collection of One-Time \$5.00 Cat Registration Fee for New Adoptions and Owner Redemptions (Continued from March 27, 2007).

That the Board approve making mandatory, collection of the existing one-time voluntary \$5.00 cat registration fee for new adoptions and owner redemption's only.

4. DISCUSSION ITEMS

- A. Contraindications on Sedation of Animals as part of the Euthanasia Protocol (Continued from March 27, 2007; Public comments have been taken).

Discussion and review of Department procedures as requested by the Board on February 26, 2007, that sedation is used prior to euthanasia only on a case-by-case basis.

- B. Oral report by the Personnel Director and General Manager on the status of veterinarian recruitment.

- C. New Website walk-through.

5. PUBLIC COMMENT PERIOD - (Comments from the public on items of public interest within the Board's subject matter jurisdiction and on items not on the Agenda.)

6. FUTURE AGENDA ITEMS

Requests from Commissioners for future Agenda Items

7. ADJOURNMENT:

Next Commission Meeting is scheduled for April 23, 2007, in the West San Fernando Valley, location to be determined.

AGENDAS - The Board of Animal Services Commissioners (Board) meets regularly every second (2nd) and fourth (4th) Monday of each month at 10:00 A.M. Regular Meetings are held at City Hall, 200 North Spring Street, Room 1060, in Los Angeles, CA 90012. The agendas for Board meetings contain a brief general description of those items to be considered at the meetings. Board Agendas are available at the Department of Animal Services (Department), Administrative Division, 221 North Figueroa Street, 5th Floor, Los Angeles, CA 90012. Board Agendas may also be viewed on the 2nd floor Public Bulletin Board in City Hall East, 200 North Main Street, Los Angeles, CA 90012. Internet users may also access copies of present and prior agenda items, copies of the Board Calendar, as well as electronic copies of approved minutes on the Department's World Wide Web Home Page site at <http://www.laanimalservices.com/CommissionAgendas.htm>

Three (3) members of the Board constitute a quorum for the transaction of business. The Board may consider an item not listed on the Board Agenda only if it is determined by a two-thirds (2/3) vote that the need for action arose after the posting of an Agenda. Some items on the Agenda may be approved without

any discussion.

The Board Secretary will announce the items to be considered by the Board. The Board will hear the presentation on the topic and gather additional information from Department Staff. Once presentations have finished, the Board President will ask if any Board Member or member of the public wishes to speak on one or more of these items. Each speaker called before the Commission will have one (1) minute to express their comments and concerns on matters placed on the agenda.

PUBLIC INPUT AT BOARD MEETINGS – Public Participation on Agenda Items. Members of the public will have an opportunity to address the Board on agenda items after the item is called and before the Board takes action on the item, unless the opportunity for public participation on the item was previously provided to all interested members of the public at a public meeting of a Committee of the Board and the item has not substantially changed since the Committee heard the item. When speaking to an agenda item other than during Public Comment (see Public Comment below), the speaker shall limit his or her comments to the specific item under consideration. California Government Code Section 54954.3.

Public Comment. The Board will provide an opportunity for public comment at every regular meeting of the Board. Members of the public may address the Board on any items within the subject matter jurisdiction of the Board as part of Public Comment.

Speaker Cards. Members of the public wishing to speak are to fill out one speaker card for each agenda item on which they wish to speak and present it to the Board secretary before the item is called.

Time Limit for Speakers. Speakers addressing the Board will be limited to one (1) minute of speaking time for each agenda item. The Chairperson, with the approval of a majority of the Board, may for good cause extend any speaker's time by increments of up to one (1) minute. Total speaker time on any agenda item will be limited to ten (10) minutes per item and fifteen (15) minutes for Public Comment, unless extended as above.

Brown Act. These rules shall be interpreted in a manner that is consistent with the Ralph M. Brown Act, California Government Code Section § 54950 et seq.

STANDARDS OF CONDUCT. Speakers are expected to behave in an orderly manner and to refrain from personal attacks or use of profanity or language that may incite violence.

All persons present at Board meetings are expected to behave in an orderly manner and to refrain from disrupting the meeting, interfering with the rights of others to address the Board and/or interfering with the conduct of business by the Board.

In the event that any speaker does not comply with the foregoing requirements, or if a speaker does not address the specific item under consideration, the speaker may be ruled out of order, their speaking time forfeited and the Chairperson may call upon the next speaker.

The Board, by majority vote, may order the removal from the meeting of any speaker or audience member continuing to behave in a disruptive manner after being warned by the Chairperson regarding their behavior. Section 403 of the California Penal Code states as follows: "Every person who, without authority of law, willfully disturbs or breaks up any assembly or meeting that is not unlawful in its character, other than an assembly or meeting referred to in Section 302 of the Penal Code or Section 18340 of the Elections Code, is guilty of a misdemeanor".

VOTING AND DISPOSITION OF ITEMS – Most items require a majority vote of the entire membership of the Board (3 members). When debate on an item is completed, the Board President will instruct the Secretary to "call the roll". Every member present must vote for or against each item; abstentions are not permitted unless there is a Conflict of Interest for which the Board member is obliged to abstain from voting. The Secretary will announce the votes on each item. Any member of the Board

may move to "reconsider" any vote on any item on the agenda, except to adjourn, suspend the Rules, or where an intervening event has deprived the Board of jurisdiction, providing that said member originally voted on the prevailing side of the item. The motion to "reconsider" shall only be in order once during the meeting, and once during the next regular meeting. The member requesting reconsideration shall identify for all members present the Agenda number and subject matter previously voted upon. A motion to reconsider is not debatable and shall require an affirmative vote of three members of the Board.

When the Board has failed by sufficient votes to approve or reject an item, and has not lost jurisdiction over the matter, or has not caused it to be continued beyond the next regular meeting, the issue is again placed on the next agenda for the following meeting for the purpose of allowing the Board to again vote on the matter.



APPEAL AGENDA

BOARD OF ANIMAL SERVICES COMMISSIONERS CITY OF LOS ANGELES

Tuesday April 9, 2007
10:00 A.M.

LOS ANGELES CITY HALL
200 N. Spring St.
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ADMINISTRATIVE APPEAL HEARING 10:00A.M.

1. Appeal of the General Manager's Decision in Barking Dog Case – **BD-06537 NC**
Appellant: Cynthia Sanchez
Complaining Witness: Harvey Woien
District Manager, North Central Animal Care and Control, Gil Moreno, Lieutenant
Hearing Coordinator, Department of Animal Services, Keith Kramer, Captain

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**BOARD OF
ANIMAL SERVICES
COMMISSIONERS**

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PRESIDENT

KATHLEEN RIORDAN
VICE PRESIDENT

MARIE ATAKE

GLENN S. BROWN

ARCHIE J. QUINCEY, JR.

City of Los Angeles
CALIFORNIA



ANTONIO R. VILLARAIGOSA
MAYOR

DEPARTMENT OF
ANIMAL SERVICES
221 North Figueroa Street
5th Floor
Los Angeles, CA 90012
(888) 452-7381
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EDWARD A. BOKS
General Manager

Report to the Board of Animal Services Commissioners

Edward A. Boks, General Manager

COMMISSION MEETING DATE: April 9, 2007

PREPARED BY: Catherine D. Garcia

REPORT DATE: March 19, 2007

TITLE: Management Aide

SUBJECT: Mandatory Collection of the One-Time \$5.00 Cat Registration Fee for New Adoptions and Owner Redemptions

BOARD ACTION RECOMMENDED:

That the Board approve making mandatory, collection of the existing one-time voluntary \$5.00 cat registration fee, payable at the time of adoption or reunification only, and direct the General Manager to implement this policy effectively immediately.

SUMMARY:

During the Mayor's Fiscal Year 07-08 Budget Hearing, discussion occurred regarding implementation of mandatory collection of the existing \$5.00 cat registration fee, to be payable at the time a cat is adopted or returned to its owner only. Participating in this meeting were the Deputy Mayor of Finance and Performance Management and the Interim City Administrative Officer, both of whom overwhelmingly supported implementation of this fee. Current Department policy does not mandate the collection of this fee, however, it is permitted under Section 53.19 (a) of the Municipal Code which states, "Upon payment of a \$5.00 fee, there shall be issued at the request of each cat owner or person having custody or control thereof, a cat identification tag to be worn by the cat for which it is issued."

Implementation of this fee would result in the following benefits:

- An increase in cat-owner reunifications, and attendant decrease in euthanasia.
- Program would be advertised as a means of saving cats and increasing cat-owner reunifications.

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Visit our website at www.LAAnimalServices.com

**Subject: Mandatory Collection of the One-Time \$5.00
Cat Registration Fee for New Adoptions
and Owner Redemptions**

- Registration confirmation letters sent to owners would include language to encourage the registration of additional cats and the mandatory licensing of any unlicensed dogs, thus expanding our outreach database.
- A portion of any future fee increase in registration could be surcharged to the Animal Spay and Neuter Trust Fund to provide additional pet sterilizations for low-income residents and lower the euthanasia rate, thus assisting the City in achieving its “No Kill” policy/goal.
- Accumulation of statistical information about cat ownership.

In light of the above-referenced benefits, it is proposed that a Departmental policy be adopted mandating the collection of a one-time \$5.00 registration fee at the time of adoption or reunification. All subsequent cat registration renewals (i.e., for address change or new registrations for owner changes) would be strictly voluntary in contrast to the mandatory annual licensing of dogs. The Department will likely also work to increase the registration fee to \$10.00, which would bring the amount in-line with the former base cost of a dog license.

Upon approval, the Department will immediately notify all staff responsible for the collection, tracking, and accounting of fees connected to this policy to ensure prompt implementation.

FISCAL IMPACT:

Animal tags cost approximately \$0.25 each. The cost to the Department of this program will be minimal, since the fee will be assessed at the same time as other fees are being processed.

The following is a historical overview of the potential revenue that would have been derived from cat adoptions, cat-owner reunifications, and New Hope placements annually, had the one-time \$5.00 registration fee been in effect during the period of 2004-2006.

Cat Shelter Adoptions			
Year	Number of Adoptions	Fee	Potential Revenue
2004	4,670	\$5	\$23,350
2005	5,133	\$5	\$25,665
2006	5,378	\$5	\$26,890

Cat-Owner Reunifications from Shelters			
Year	Number of Reunifications	Fee	Potential Revenue
2004	270	\$5	\$1,350
2005	573	\$5	\$2,865
2006	289	\$5	\$1,445

**Subject: Mandatory Collection of the One-Time \$5.00
Cat Registration Fee for New Adoptions
and Owner Redemptions**

New Hope Placements			
Year	Number of Adoptions	Fee	Potential Revenue
2004	1,942	\$5	\$9,710
2005	2,860	\$5	\$14,300
2006	2,398	\$5	\$11,990

Approved:

Edward A. Boks, General Manager

BOARD ACTION:

_____ Passed
_____ Passed with noted modifications
_____ Tabled

Disapproved _____
Continued _____
New Date _____



CITY OF LOS ANGELES
L A ANIMAL SERVICES



Date: March 27, 2007
To: Board of Animal Services Commissioners
From: Edward A. Boks, General Manager
Subject: USE OF SEDATIVES IN THE EUTHANSIA PROCESS

Suggestions have arisen that Phenobarbital or Acepromazine could be administered orally to all animals prior to the administration of Sodium Pentobarbital. Among the relative contraindications to taking such an approach are:

- Difficulty in guaranteeing the required dosage is ingested under the best of circumstances, especially in a shelter environment, which can create the risk of under- or overdosing; in some cases, an over-dosed animal can be mistaken for dead.
- Oral administration of Phenobarbital or Acepromazine can create the risk of an animal vomiting and then aspirating food used to administer the drug.
- Onset of action in the case of Acepromazine can be prolonged, especially when given orally. In cats it may need to be combined with another drug such as Valium because cats tend to be more resistant to its effects. In many instances cats become even more fractious after its use.
- Sedatives having the effect of lowering blood pressure make it harder to find a vein for injection of Sodium Pentobarbital, which may cause more anxiety to the animal.

There is also a potentially significant cost for administering an extra drug or combination of drugs, factoring in the cost of the drugs as well as the additional staff time. However, this is not a restraint because we could request additional budget to purchase additional drugs and provide the additional staff required to essentially double the work load in the process—if there was any viable evidence it would reduce the anxiety felt by an animal about to receive a dose of Sodium Pentobarbital. I have been advised by many animal welfare professionals and veterinarians from a broad spectrum of experience that administering a sedative to an un-fractious animal, only to come back a second time to administer another drug, Sodium Pentobarbital, only increases an animal's anxiety. This is why students in veterinary schools (even programs where Shelter Medicine is taught) are taught not to routinely administer sedatives, but to do so only when an animal is feral or fractious.

LA Animal Services is committed to mitigating all unnecessary stress and discomfort prior to euthanasia. At this time, our policy is that if an animal is exhibiting fractious or

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aggressive behavior, or should a Licensed Veterinarian or Certified Veterinary Technician decide a sedative is needed for any reason, the Department has Telazol, Acepromazine, Ketamine, and Valium readily available for administration by authorized staff.

Animal Services is dedicated to providing dignified and humane care to all animals, especially when euthanasia is performed. All of our processes are open to review and re-evaluation as new information comes to light. This policy certainly will be reviewed again upon appointment of a Chief Veterinarian. Together we are committed to ending euthanasia as a method for controlling pet overpopulation, but until we achieve this noble goal we must continue to do everything we can to perform euthanasia only as a compassionately administered last resort.