



BOARD OF ANIMAL SERVICES COMMISSIONERS
CITY OF LOS ANGELES
Tuesday, July 24, 2012
10:00 A.M.

**Los Angeles City Hall
200 North Spring Street
Room 1060
Los Angeles, California 90012**

LISA McCURDY
PRESIDENT

KATHLEEN RIORDAN
VICE PRESIDENT

JIM JENSVOLD
TARIQ A. KHERO
ALANA YAÑEZ

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

COMMISSION MEETING

1. 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.)

Public Comments: The Brown Act prohibits the Board and staff from responding to the speakers' comments. Some of the matters raised in public comment may appear on a future agenda.

2. COMMISSION BUSINESS

- A. Approval of the Minutes for the June 12, 2012 Meetings and July 10, 2012 meetings

3. DISCUSSION ITEMS

- A. New SLA animal shelter update and Phase II improvements.
- B. Administrative Citation Enforcement (ACE) program
- C. Meeting time/date for Board meetings (See attachment, Board Report dated January 10, 2012)

4. ORAL REPORT OF THE GENERAL MANAGER

Next Commission Meeting is scheduled for 10:00 A.M, August 14, 2012, at Los Angeles City Hall, Room 1060, 200 North Spring Street, Los Angeles, California 90012

AGENDAS - The Board of Animal Services Commissioners (Board) meets regularly every second (2nd) and fourth (4th) Tuesday 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, MP-3 audio files of meetings 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. 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

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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 except in public comment which is limited to three (3) minutes. 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.

**BOARD OF
ANIMAL SERVICES
COMMISSIONERS**

MELANIE RAMSAYER
PRESIDENT

RUTHANNE SECUNDA
VICE PRESIDENT

COMMISSIONERS
TARIQ A. KHERO
TERRI MACELLARO
KATHLEEN RIORDAN

City of Los Angeles
CALIFORNIA



ANTONIO R. VILLARAIGOSA
MAYOR

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BRENDA F. BARNETTE
GENERAL MANAGER

Report to the Board of Animal Services Commissioners

Brenda F. Barnette, General Manager

COMMISSION MEETING DATE: January 10, 2012

PREPARED BY: Ross Pool, Management Analyst II

DISCUSSION DATE: January 10, 2012

**SUBJECT: CALENDAR YEAR 2011 MEETING SCHEDULE AND REPORT OF
SHELTER MANAGER**

RECOMMENDATION

That the Board accepts and approves the attached meeting schedule for calendar year 2012.

BACKGROUND

At a Commission meeting of October 25, 2011, Commissioner Ramsayer required that members of the Commission be asked whether they would like future meeting to be held in the afternoon or on other days. In response to this request, the Commission secretary e-mailed the Commission asking for their thoughts on changing the date, time and place of the meeting. Of the three Commissioners that responded to the request, no consensus emerged.

Based on past practices, a meeting schedule was prepared for the second and fourth Tuesday of each month. Time of the meetings remained at 10:00 AM for meetings held at City Hall. In addition four night meetings have been scheduled for various parts of the City. Night meetings begin at 7:00 PM and conclude at approximately 9:30PM.

Past practice has been for the City Clerk's Council Audio section to record the night Commission meetings. Cost of this service has been approximately \$400 per session. However due to financial constraints, future night meetings will be held without the recording function. A record of the meeting will be by written minutes only.

Subject: Meeting Schedule

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Attached is the schedule for all Commission meetings and reports by shelter managers to be held during Calendar 2012.

Approved:

Brenda F. Barnette, General Manager

Subject: Meeting Schedule

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Date: January 10, 2011

To: Board of Animal Services Commissioners

From: Ross Pool, Commission Secretary

Subject: 2012 SCHEDULED COMMISSION MEETING DATES AND REPORT OF SHELTER MANAGER

In order to effectively plan for forthcoming Animal Service Commission (Commission) events, a schedule of meeting dates is submitted for your approval. Please review the list of prospective meeting dates and indicate any changes that may be required.

The Commission meeting dates are:

MONTH	SCHEDULED MEETING DATE	MEETING LOCATION	ACTUAL MEETING DATE	REPORT OF SHELTER MANAGER
January	10	City Hall	Same	
	24	City Hall	Same	North Central
February	14	City Hall	Same	
	28	West Valley	Same	West Valley
March	13	City Hall	Same	
	27	City Hall	Same	East Valley
April	10	City Hall	Same	
	24	South LA	Same	South L.A.
May	8	City Hall	Same	
	22	City Hall	Same	Harbor
June	12	City Hall	Same	
	26	West LA	Same	West L.A.
July	10	City Hall	Same	
	24	City Hall	Same	East Valley
August	14	City Hall	Same	
	28	City Hall	Same	West Valley
September	11	City Hall	Same	
	25	Harbor	Same	Harbor
October	9	City Hall	Same	
	23	North Central	Same	North Central
November	13	City Hall	Same	
	27	Cancel	Holiday	
December	11	City Hall	Same	
	25	Cancel	Holidays	