



BOARD OF ANIMAL SERVICES COMMISSIONERS
CITY OF LOS ANGELES

Monday, February 9, 2009 at 6:00 P.M.

**EAST VALLEY ANIMAL SHELTER
14409 Vanowen Street
Van Nuys, California 91405**

Vacant, President
Kathleen Riordan, Vice-President
Tariq Khero
Irene Ponce
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 traduccion, favor de notificar la oficina con 24 horas por anticipado.

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.

COMMISSION MEETING

- 1. ORAL REPORT OF THE GENERAL MANAGER**
- 2. COMMISSION BUSINESS**
 - A. Approval of the Commission Meeting Minutes for January 12, 2009
 - B. Oral Report by the Commission on Meetings and Events attended.
- 3. GENERAL MANAGER RECOMMENDS FOR BOARD ACTION**
 - A. None

4. DISCUSSION ITEMS

- A. Proposed Agreement with PSC., Inc. to Obtain Hazardous Materials Disposal Services
- B. Pets in City Subsidized Housing Units
- C. Oral Report on Spay and Neuter Ordinance

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 10:00 A.M, January 26, 2009, Los Angeles City Hall, Room 1060, 200 North Spring Street, Los Angeles, CA 90012

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 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.



APPEAL AGENDA

**BOARD OF ANIMAL SERVICES COMMISSIONERS
CITY OF LOS ANGELES**

Monday, February 9, 2009 at 6:00 P.M.

**EAST VALLEY ANIMAL SHELTER
14409 Vanowen Street
Van Nuys, California 91405**

Commissioners:
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Kathleen Riordan, Vice-President
Tariq Khero
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ADMINISTRATIVE APPEAL HEARING 6:00 P.M.

1. Barking Dog Revocation Case - BD 08356WL

Appellant: Georgette Skolnick
Complaining Witness: Ms. Barbara Reuben
Field Operations Supervisor, West Los Angeles Shelter, Jesse Castillo
Hearing Coordinator, Department of Animal Services, Ross Pool, Management Analyst

II

2. Barking Dog Revocation - BR 083105 WV

Appellant: Philip Minton
Complaining Witness: Najib Saadeh
Field Operations Supervisor, West Valley Shelter, Val Angeles
Hearing Coordinator, Department of Animal Services, Ross Pool, Management Analyst

II

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CITY OF LOS ANGELES
L A ANIMAL SERVICES



Date: February 9, 2009

To: Board of Animal Services Commissioners

From: Edward A. Boks, General Manager 

Subject: PROPOSED AGREEMENT WITH PSC, INC. TO OBTAIN HAZARDOUS MATERIALS DISPOSAL SERVICES

During its routine operations (primarily in its veterinary medical operations), the Department sometimes generates hazardous waste materials which are disposed of in accordance with OSHA requirements. Historically, the Department has disposed of such waste materials through vendors who enter into City-wide contracts with the City's Department of General Services ("GSD"), as that department administers the City's procurement contracts. Contracts that involve services are administered by individual departments. Although disposing of hazardous materials is technically not a procurement, GSD has been administering a City-wide contract with Thermal Combustion Innovators, Inc. ("TCI"), a Southern California-based hazardous materials disposal company, to dispose of hazardous materials produced by City departments.

In August of 2008, GSD notified user departments that it would not renew the contract with TCI, as hazardous materials disposal is a service and GSD does not administer service contracts for user departments. GSD directed departments to establish their own agreements with vendors to dispose of hazardous materials according to each department's specific needs. The Department must now establish an agreement with a vendor to dispose of our hazardous materials (and maintain compliance with OSHA requirements), which consists primarily of used hypodermic needles.

The City's Department of Public Works, Bureau of Sanitation ("Sanitation") issued a Request for Proposals for similar services; the Board of Public Works authorized the execution of agreements with two responders, one of which was PSC (refer to Department of Public Works Joint Board Report No. 1, dated July 13, 2007, attached hereto), and executed an agreement with PSC on May 15, 2008. As the City's requirement to enter into agreements through a competitive proposal process has been met, the Department intends to negotiate an agreement with PSC to provide routine hazardous materials waste management services. Department veterinarians and administrative staff met with PSC staff and confirmed that PSC is able to meet the Department's specific hazardous materials disposal needs.

Article 36 of the agreement with Sanitation allows other City departments to piggyback on that agreement while keeping the terms the same. Therefore, all terms and conditions of the agreement will remain substantially the same, and will only be modified to the extent that services will be provided to this Department. The term of the agreement will be for three years beginning on the date of execution. The proposed agreement is subject to review by the Office of the City Attorney and the Office of the Mayor.

This is a regular budgeted item, funded through the General Fund (Account 6010); an estimated \$22,000 per year is spent on this service.

As of the date of this Report, GSD has extended TCI's contract through February 28, 2009. Therefore, time is of the essence in negotiating and executing the proposed agreement. Once executed, PSC will begin as the Department's vendor to dispose of hazardous materials. Before the end of the agreement's three year term, the Department will develop and release an RFP for a subsequent agreement.

DEPARTMENT OF PUBLIC WORKS

BUREAU OF SANITATION
BUREAU OF CONTRACT ADMINISTRATION
JOINT BOARD REPORT NO. 1
JULY 13, 2007

ADOPTED BY THE BOARD OF
PUBLIC WORKS OF THE CITY
of Los Angeles, California
AND REFERRED TO THE MAYOR
JUL 13 2007


Secretary

CD: ALL

AUTHORITY TO EXECUTE TWO PERSONAL SERVICES CONTRACTS
WITH PHILIP SERVICES CORPORATION (PSC) AND CLEAN HARBORS
ENVIRONMENTAL SERVICES TO SUPPORT THE CITYWIDE ROUTINE
RESPONSE HAZARDOUS MATERIAL MANAGEMENT PROGRAM

RECOMMENDATIONS

1. Approve and forward this report with transmittals to the Mayor with the request that the Board of Public Works be authorized to execute a Personal Services Contract with Philip Services Corporation (PSC) and a Personal Services Contract with Clean Harbors Environmental Services for support of the Citywide Routine Hazardous Waste Management Program;
2. Upon the Mayor's authorization, the President or two members of the Board of Public Works will execute the two contracts; and
3. Return the executed contracts to the Bureau of Sanitation for further processing. (Contact Mr. Farouk Ossman at 213-485-3791 for pick up).

TRANSMITTALS

1. Copy of the Bureau of Sanitation Joint Report No. 1 dated December 16, 2005, authorizing the distribution of Request for Proposal (RFP) for Residential Special Materials, Conditionally Exempt Small Quantity Generators and Permanent Collection Sites Program and to negotiate with the most responsive proposer(s).
2. Copy of the Bureau of Sanitation's Motion dated February 13, 2006, requesting the Board approval to add the scope of work for "CITYWIDE ROUTINE RESPONSE HAZARDOUS MATERIAL MANAGEMENT PROGRAM" to the previously advertised RFP stated in Item number 1 of transmittals.
3. Copies of the proposed Personal Services contracts between the City of Los Angeles and Philip Services Corporation (PSC) and Clean Harbors Environmental Services. Originals will be delivered to the Board Office when Mr. Farouk Ossman (213-485-3791) is notified that the contracts are ready for execution.

DISCUSSION

Background

The Bureau of Sanitation, on behalf of the City of Los Angeles (CITY), is seeking to establish services contracts for routine management of hazardous waste generated by the CITY through its Citywide routine operations. The CITY generates more than three million pounds of hazardous waste per year through a variety of activities. The service requirement for this contract includes managing, recycling, treatment, storage and disposal of hazardous wastes through an approved Treatment, Storage, and Disposal Facilities. The CITY is committed to manage its hazardous waste using the most environmentally responsible methods.

Several CITY departments generate and/or manage hazardous waste. During the term of the proposed contracts, the following departments and bureaus may utilize the services of the Citywide Routine Hazardous Waste Management contractors:

- Building and Safety Department
- Community Development Department
- Fire Department
- Department of General Services
- Los Angeles Convention Center
- Police Department
- Public Works Department, Bureaus of
 - Engineering
 - Sanitation
 - Street Lighting
 - Street Services
- Department of Recreation and Parks
- Department of Transportation
- Information Technology Agency
- Personnel Department
- Harbor Department
- Airports Department
- Other CITY Departments as deemed necessary by these departments

The CITY's hazardous waste streams vary by department/bureau. They include, but are not limited to, blood and bio-hazardous waste; used motor oil, oil filters, oily rags and absorbent; antifreeze; paint and solvents; brake and parts cleaner, fluorescent lights; lead; radioactive waste; pesticides; mercury; explosives; syringes; drug lab contents; used batteries; gasoline; asbestos and asbestos-containing materials; clarifier waste; contaminated soil and other materials.

The selected contractors will be required to provide all necessary personnel, materials, supplies and record- keeping necessary for the routine hazardous waste management. In

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addition, to provide technical assistance in hazardous waste management and completion of related documents, including manifests and Land Disposal Restriction forms as well as provide training for CITY employees.

On December 8, 2006, the Bureau of Sanitation (BOS) was given authority by the Board of Public Works to execute two contracts. One with Philip Services Corporation (PSC) as a prime contractor and the other with Clean Harbors Environmental Services as a back up to provide Residential Special Material services to the BOS. The required tasks includes, but not limited to, operation of the six Solvents, Automotives, Flammables and Electronics (SAFE) Collection facilities; plan, operate and manage the mobile events; implement and develop and manage the Conditionally Exempt Small Quantity Generator Collection program; provide technical assistance and facility maintenance and repair and provide door-to-door collection for disabled and elderly residents and collection of e-waste on an as needed bases. On April, 2007, the Board authorized the BOS to execute two contracts. One with Clean Harbors Environmental Services as a prime contractor and the other with United Pumping Services with as a back up to provide Citywide 24-hours Emergency Response services. This program is designed to provide City Departments with emergency response to manage hazardous waste.

On June 5, 2006, three qualified recycling firms: Philip Services Corporation (PSC), Clean Harbors Environmental Services and Express Oil Company submitted proposals for the operation of the Citywide Routine hazardous Waste Management Program as a response to the RFP. A review committee, consisting of the Bureau of Sanitation staff, evaluated the three proposals in order to determine the most qualified firm(s).

Due to the critical nature of the work, the high demand for the stated services from the participating Bureaus and Departments and the need to provide the participants with an uninterrupted access to these vital services, the Bureau of Sanitation proposes to award two contracts from the responses received from this RFP. Philip Services Corporation (PSC) and Clean Harbors Environmental Services were determined to be the most qualified contractors. Both contractors submitted all required documentation required by the RFP.

In order to effectively compare each proposer rates schedule (cost), a built in formula was established as part of the spreadsheet given to all participants. Also, a list containing the types and actual amounts of waste collected during last fiscal year was created to compare prices.

As per the requirements of Section 14.9 of the RFP, the review committee evaluated the proposals on the following basis: Cost (45 points), Technical Proposal (25 points), Record of Past Performance (20 points), and Waste Management (10 points).

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The scores and rankings of the proposals for operation of the Program are as follows:

Proposer	Cost	Performance	Proposal	Waste Management	Total	Rank
Philip Services Corporation	44.0	20.00	21.00	10.00	95.00	1
Clean Harbors Environmental Services	41.0	18.00	21.00	10.00	90.00	2
Express Oil Company	32.0	12.00	18.00	10.00	72.00	3

In terms of overall scoring, both Philip Services Corporation and Clean Harbors Environmental Services are very close.

The Bureau of Sanitation is proposing that both Philip Services Corporation and Clean Harbors Environmental Services, the two top proposers from the RFP, be selected for the services required by the RFP for the operation of the Citywide Routine Hazardous Waste Management Program. Negotiations were conducted with Philip Services

Corporation and Clean Harbors Services. Each Bureau/Department will assign a Program Manager to manage and monitor their part of the program. The Program Manager will be responsible for selecting the most appropriate contractor (of the two contractors selected) based on the required task cost and the contractor's responsiveness. The Program Manager will also be responsible for reviewing and approving manifest and request for payment related to their tasks and for taking all steps necessary to protect the best interests of the CITY.

MBE/WBE/OBE Subcontractor Outreach Program

The anticipated participation levels for this contract were 16.00 percent MBE and 4.00 percent WBE. Both Philip Services Corporation and Clean Harbors Environmental Services received a passing score on their Good Faith Effort (GFE) evaluations. Philip Services Corporation has pledged 14.55 percent MBE, 0.00 percent WBE, and 9.35 percent OBE. Clean Harbors Environmental Services has pledged 0.97 percent MBE, 0.00 percent WBE, and 0.00 percent OBE.

Gender/Ethnicity Codes:

AA = African American
SAA = Subcontinent Asian American
C = Caucasian
M = Male

HA = Hispanic American
APA = Asian Pacific American
NA = Native American
F = Female

The MBE/WBE/OBE sub-consultant pledged participation levels for Philip Services Corporation (PSC) are:

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Certified Sub-consultants	MBE/ WBE/ OBE	Gender/ Ethn	% of Contract	Value
Island Environmental Services, Inc.	MBE	M/HA	3.64%	\$300,000
United Pumping Services, Inc.	MBE	M/HA	10.91%	\$900,000
AAA Propane Service, Inc.	OBE		0.22%	\$18,000
Amazon Environmental, Inc.	OBE		3.27%	\$270,000
Beacon Management, Inc.	OBE		0.18%	\$15,000
Ditty Container, Inc	OBE		0.73%	\$60,000
Electronic Recyclers of America	OBE		0.36%	\$30,000
Evergreen Environmental	OBE		1.09%	\$90,000
Lighting Resources, LLC	OBE		0.29%	\$24,000
Navajo Pallets	OBE		0.26%	\$21,600
OC Vacuum	OBE		1.16 %	\$96,000
P J Drum	OBE		0.50%	\$41,400
Quality Equipment Rentals	OBE		0.36%	\$30,000
SLT Expressway	OBE		0.91%	\$75,000
Total MBE/WBE Participation			14.55%	\$1,200,000
Total OBE Participation			9.35%	\$771,000
Total Pledged Contract Amount				\$8,250,000

The MBE/WBE/OBE sub-consultant pledged participation levels for **Clean Harbors Environmental Services** are:

Certified Sub-consultants	MBE/ WBE/ OBE	Gender/ Ethn	% of Contract	Value
Cruz Containers	MBE	M/HA	0.39%	\$32,400
IQ Personnel	MBE	M/HA	0.22%	\$18,000
J. Torres Company, Inc.	MBE	M/HA	0.36%	\$30,000
Total MBE/WBE Participation			0.97%	\$80,400
Total Pledged Contract Amount				\$8,250,000

Staff from the Bureau of Sanitation is working with Clean Harbors Environmental Services to increase MBE/WBE sub-contractor participation.

Other City Policies and Requirements

- Non-Discrimination/Equal Employment Practices/Affirmative Action
- Living Wage Ordinance
- Equal Benefits Ordinance
- Business Tax Registration Certificate
- Child Support Obligation Ordinance
- Slavery Disclosure Ordinance

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- o Insurance Requirements
- o American's With Disabilities Act

Contractor Responsibility Ordinance

All contractors participating in this program are subject to compliance with the requirements specified in the City of Los Angeles' Contractor Responsibility Ordinance #173677, [Article 14, Chapter 1, Division 10, L.A.C.C.]. Failure to comply with requirements specified in this ordinance will render the bidder's contract subject to termination pursuant to the conditions expressed therein.

Contractor Performance Evaluation

In accordance with Article 13, Chapter 1, Division 10 of the City of Los Angeles Administrative code, the project manager for this contract shall submit Contractor Performance Evaluation Report to the Bureau of Contract Administration (Department of Public Works) upon completion of this contract.

Contract Administration

Responsibility for administration of this contract will be with Solid Resources Citywide Recycling Division, Bureau of Sanitation.

Headquarter and Workforce Information

The headquarters address of Philip Services Corporation (PSC) is in Houston, Texas. The local office is located at 425 Isis Avenue, Inglewood, CA 90301 and 15.00% of its workforce resides in the City of Los Angeles. The headquarters address of Clean Harbors Services is in Norwell, Massachusetts. The local office is located at 5756 Alba Street, Los Angeles, CA 90058 and less than 1.0% of its workforce resides in the City of Los Angeles.

Contract Term

The term for both contracts will be for three (3) years, starting from the date the contracts are attested by the City Clerk, with no renewal option. The estimated annual cost for both contracts is \$2,750,000 (\$8,250,000 for three years). Available funds will be allocated depending on the utilization of each contract as determined by the City's Program Manager.

STATEMENT AS TO FUNDING

The two contracts include a "Financial Liability Clause" which states that "the City's liability under this contract shall only be to the extent of the present City appropriation to fund the contract. However, if the City shall appropriate funds for any succeeding years, the City's liability shall be extended to the extent of such appropriation, subject to the terms and conditions of the contract."

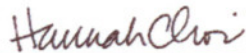
Funds will be allocated by each Bureau/Department based on their need.

(JS NG RPT ECZ WFB)

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COMPLIANCE REVIEW PERFORMED
AND APPROVED BY:



HANNAH CHOI, Program Manager
Office of Contract Compliance
Bureau of Contract Administration

Respectfully submitted,



RITA L. ROBINSON, Director
Bureau of Sanitation



JOHN L. REAMER, JR., Director
Bureau of Contract Administration

APPROVED AS TO STATEMENT OF FUNDS:



CRAIG V. BLOOMQUIST, Director
Office of Accounting

Date 7/3/07

Prepared by:
Farouk Ossman, SRCRD
(213) 485-3791

	A	B	C	D	E	F	G
1	Request Date (if known)	Priority Level	ITEM	Response Type Planned	Target Ready Date	Scheduled	Disposition
2	17-Nov-07	Medium	Mandate that city-funded housing allow pets	Informational report recommending a course of action since Animal Services does not have direct control over other Departments.	9-Feb-09		
3		High	Summary of trends in annual dog licensing, including sterilized vs. intact fees, and proposed strategies to increase Licensing	Recommendations for changes to Municipal Code to facilitate program improvements.	23-Feb-09		Comprehensive study on licensing has been published. Fundamental changes in process, priority, and automation will be required.
4		High	Reorganization of Volunteer Program - Recommendations of Consultant	Board Report adopting various new policies extending from consultant recommendations. Verbal status report can be given on request.	23-Feb-09	10-Dec-07	Preliminary report presented 10-Dec-07; further analysis underway by new Vol Coordinator
5		Medium	Status on need for temperament testing or results of no testing	Presentation on experimental efforts to match personalities of animals with potential adopters, to glean information about a potential future program designed to assess personality to reduce adoption returns.	23-Feb-09		Future: Board Report for rescission of total prohibition and approval of new program designed to assess personality (not screening for unadoptability or dangerousness) to increase value of adoption programs such as Matchmaker.
6	26-Feb-07	High	Assess impacts or consequences of instituting No-Kill of any adoptable animal for time or space, to include impacts on animals and operations of holding a larger population of animals longer.	Informational report to the Board	TBD		Similar request also 29 May 07. Pending sufficient management staff to delve into all aspects of this issue and prepare analysis and recommendations
7		High	Information on how staff handles the turn-in of animals when cruelty, abuse, or fighting is suspected	Informational report conveying Standard Operating Procedure (SOP) detailing steps in Intake with suspicion of animal cruelty is suspected.	TBD		Pending sufficient management staff to delve into all aspects of this issue and finalize SOP
8		High	"Do Not Adopt" policies to exclude, for specified reasons, certain persons from adopting animals	Informational report conveying Standard Operating Procedure (SOP) for excluding people who meet certain criteria from adopting an animal (updated from previous report).	TBD		Pending sufficient management staff to delve into all aspects of this issue and finalize SOP

	A	B	C	D	E	F	G
1	Request Date (if known)	Priority Level	ITEM	Response Type Planned	Target Ready Date	Scheduled	Disposition
9	26-Feb-07	Medium	Rabbit Adoption Update to include lost or stolen statistics, also consideration of legislation preventing sales of under age rabbits and other animals	Informational report to the Board; may include discussion of ordinance changes for rabbits.	TBD		Pending sufficient management staff to delve into all aspects of this issue and with expert outside help make necessary recommendations
10	23-Jul-07	Medium	Educational Program on benefits of Spay/Neuter	Informational report on program ideas as they are developed.	TBD		Passage of Spy/Neuter ordinance also created a Spay/Neuter advisory board to help prepare educational approaches and messaging.
11	23-Jul-07	Medium	Exit Interviews	Informational report to the Board about a program to be created that interviews employees who leave the Department.	TBD		Personnel has lead on this item and will include all exit procedures for employees in a new SOP (procedure) pending by April 2009.
12	22-Oct-07	Medium	Additional Community Names for Animal Care Centers	Follow-up information and council office feedback needed on Board Report recommending the appending of regional names in addition to the traditional geographic names	TBD	22-Oct-07	Awaiting final feedback from Council districts affected
13	10-Dec-07	Medium	Humane Standards for Horses	Informational report describing current standards and discussing enhanced or tightened standards	TBD		
14	24-Mar-08	Medium	Report on cost and feasibility of adding cameras to all animal care centers	More information pending from Board or outside groups on scope of camera coverage	TBD		
15	24-Mar-08	Medium	Spay/Neuter Voucher Distribution and Redemption Statistics.	Informational Report with statistics from current and recent fiscal years	TBD		
16	27-May-08	Medium	Define objective criteria for determining if barking is a nuisance	Board report amending the LAMC provisions on barking dog regulations to add objective criteria to determine the nuisance level	TBD		
17	12-Jan-09	Medium	Update on South LA's contract clinic, volume of work and quality	Briefing to the Board by staff, including Chief Vet	TBD		

	A	B	C	D	E	F	G
1	Request Date (if known)	Priority Level	ITEM	Response Type Planned	Target Ready Date	Scheduled	Disposition
18	26-Jan-09	Medium	Prepare programs which meet California education requirements on humane topics for implementation with LAUSD or other schools at the new South LA animal care center when opened	Informational report about the types of programs which might be offered directly or through facilitation by other groups using our facilities.	TBD		Research and development would begin after the current fiscal crisis abates which restricts Department staffing and resources
19		Medium	Policy on Incentives to pet shops for taking in animals from our care centers	Verbal update on contacts with pet stores to collaborate.	TBD		Letter soliciting pet store interest was not followed up; given current state of permits enforcement, recommend continuing to hold this item open for near term review
20		Medium	Investigate the feasibility of Police training for Hard-to-Adopt dogs as well as other service opportunities, such as working with developmentally disabled programs.	Oral report on recent investigation results along with other options for similar adoption programs.	TBD		
21	26-Feb-07	TBD	Ability to prohibit certain pet sales from pet stores	Need objectives and full scope of assessment desired to determine content and type of report-back needed	TBD		
22		TBD	Report on why adopted animals are returned to the shelters	Board can be provided with a monthly report showing top ten reasons for owner surrender of animals.	TBD		Further extrapolation of data and analysis will be a lengthy process. Need objectives and scope to determine priority
23		TBD	Unspecified report on field and shelter training issue	Need definition of objectives and desired content of report to assess type of report.	TBD		
24		TBD	Review of any special information or education offered persons interested in adopting puppies versus adult dogs.	Need definition of objectives and if this description meets desired content of report to assess type of report to prepare.	TBD		