



BOARD OF ANIMAL SERVICES COMMISSIONERS  
CITY OF LOS ANGELES  
Tuesday, June 28, 2011  
10:00 A.M.

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

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Melanie Ramsayer, President  
Ruthanne Secunda, Vice-President  
Tariq Khero  
Terri Macellaro  
Kathleen Riordan

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.

### **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. DISCUSSION ITEMS**

A. None

### **3. COMMISSION BUSINESS**

- A. Approval of the Commission Meeting Minutes for May 10, and June 14, 2011
- B. Oral Report by the Commissioners on Meetings and Events attended

### **4. GENERAL MANAGER RECOMMENDS FOR BOARD ACTION**

- A. Donation of Advantage II and K9 Advantix II by Bayer Healthcare

That the Board accept the generous donation of flea and tick treatments for dogs and cats taken into our animal shelters from Bayer Healthcare, with a retail value estimated at between \$40,601 and \$135,165 depending upon number of adoptions and participation.

### **5. ORAL REPORT OF THE GENERAL MANAGER**

### **6. FUTURE AGENDA ITEMS**

### **7. ADJOURNMENT**

Next Commission Meeting is scheduled for 10:00 A.M July 12, 2011, 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 (2<sup>nd</sup>) and fourth (4<sup>th</sup>) 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, 5<sup>th</sup> Floor, Los Angeles, CA 90012. Board Agendas may also be viewed on the 2<sup>nd</sup> 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.

**Please join us at our website: [www.LAAnimalServices.com](http://www.LAAnimalServices.com)**

**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

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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.



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Tuesday June 28, 2010  
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**200 N. Spring St.**  
**Room 1060**  
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**1. ADMINISTRATIVE APPEAL HEARING**

- A. Barking Dog Revocation Case Number: BR 11315 NC  
Appellant: Antonio Mares  
Complaining Witness: Richard Lopez  
Field Operations Supervisor, North Central Animal Care Center, Lt. William Tranzow  
Hearing Coordinator, Department of Animal Services, Ross Pool, Management Analyst II
  
- B. Dangerous Animal Case Number: DA 10397 EV  
Appellant: Melanie Leist and Henry ford  
Complaining Witness: Judy Cantebury  
Field Operations Supervisor, North Central Animal Care Center, Lt. William Tranzow  
Hearing Coordinator, Department of Animal Services, Ross Pool, Management Analyst II

**BOARD OF  
ANIMAL SERVICES  
COMMISSIONERS**

MELANIE RAMSAYER  
PRESIDENT

RUTHANNE SECUNDA  
VICE PRESIDENT

**COMMISSIONERS**

TARIQ A. KHERO

THERESA MACELLARO

KATHLEEN RIORDAN

# City of Los Angeles

CALIFORNIA



**ANTONIO R. VILLARAIGOSA  
MAYOR**

DEPARTMENT OF  
**ANIMAL SERVICES**  
221 North Figueroa Street  
5<sup>th</sup> Floor  
Los Angeles, CA 90012  
(888) 452-7381  
FAX (213) 482-9511

**BRENDA F. BARNETTE**  
GENERAL MANAGER

**KATHLEEN J. DAVIS**  
ASST. GENERAL MANAGER

## Report to the Board of Animal Services Commissioners

**Brenda F. Barnette, General Manager**

**COMMISSION MEETING DATE:** June 28, 2011

**PREPARED BY:** Kathy Davis

**REPORT DATE:** June 23, 2011

**TITLE:** Assistant General Mgr.

**SUBJECT:** Donation of Advantage II and K9 Advantix II by Bayer Healthcare

### BOARD ACTION RECOMMENDED:

That the Board accept the generous donation of flea and tick treatments for dogs and cats taken into our animal shelters from Bayer Healthcare, with a retail value estimated at between \$40,601 and \$135,165 depending upon number of adoptions and participation.

### SUMMARY:

Bayer Healthcare has offered a generous donation of up to 3 doses of their flea and tick products, Advantage II and K9 Advantix II, for each adopted pet during a three month time period.

Initially, they will provide to us one dose of their flea and tick product for our staff to administer to each adopted pet prior to the pet going home and an additional dose for the adopter to take home for a future application. They will also provide information for the adopter to take home that will permit them to visit Bayer's website (specific URL) and receive a coupon for their Advantage/Advantix product. Should they chose to visit their website, we will receive an additional dose of Bayer's product.

We will be required to place the additional dosage and information about their product in our adoption "go home" bags.

"Creating a Humane LA"

**AN EQUAL OPPORTUNITY EMPLOYER**

Visit our website at [www.LAAnimalServices.com](http://www.LAAnimalServices.com)

**Subject:** Donation of Advantage II and K9 Advantix II by Bayer Healthcare

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The Los Angeles Administrative Code, Section 5.200.1 (Receipt of Property) states that any gift or bequest to be utilized by a Department, that exceeds \$25,000, must be accepted by the Mayor and City Council. The Department would like to recognize the generosity of this gift by having donor representatives on hand when the matter reaches Council for final approval.

**FISCAL IMPACT:**

The Department receives high quality flea and tick treatment, which is mandatory for the comfort and care of the animals in our shelters, at a potential savings of at least \$50,000 in purchases of less expensive flea and tick product from the Department's medical supplies account 3190.

Approved:

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**Brenda F. Barnette, General Manager**

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**BOARD ACTION:**

\_\_\_\_\_ Passed  
\_\_\_\_\_ Passed with noted modifications  
\_\_\_\_\_ Tabled

Disapproved \_\_\_\_\_  
Continued \_\_\_\_\_  
New Date \_\_\_\_\_