



BOARD OF ANIMAL SERVICES COMMISSIONERS
CITY OF LOS ANGELES
Monday July 13, 2009
10:00 A.M.
LOS ANGELES CITY HALL
200 N. Spring St.
Room 1060
Los Angeles, CA 90012

Tariq Khero, President
Kathleen Riordan, Vice-President
Irene Ponce
Archie J. Quincey, Jr.
Ruthanne Secunda

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.

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COMMISSION MEETING

1. ORAL REPORT OF THE GENERAL MANAGER

2. COMMISSION BUSINESS

- A. Approval of the Commission Meeting Minutes for April 27 and May 11, 2009
- B. Oral Report by the Commission on Meetings and Events attended.

3. GENERAL MANAGER RECOMMENDS FOR BOARD ACTION

- A. Discussion about and possible motion to recommend taking alternative actions to euthanizing the dog Stu (Case No. DA 05331NC).

CLOSED SESSION: The Board of Animal Services Commissioners may meet in closed session to confer with or receive advice from the City Attorney as its legal counsel pursuant to Government Code section 54956.9(a) and case Jeffrey Peter De La Rosa v.

Animal Control Board of the City of Los Angeles, et al.; Los Angeles Superior Court Case # BS104836; Court of Appeal, Case # B202071, and/or Government Code section 54956.9(b) because of significant exposure to litigation.

B. Development of Budget Proposal for Comprehensive License Canvassing Program

That the Board resolve that a comprehensive dog license canvassing program would be an effective step toward increasing licensing compliance and revenue, ensuring the public health, and better enforcing the spay/neuter ordinance for the City of Los Angeles. The Board further directs staff to prepare a comprehensive License Canvassing program budget for submission in the 2010-2011 fiscal year or as soon as the City's fiscal conditions allow new program investment.

4. DISCUSSION ITEMS

None

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.)

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.

6. FUTURE AGENDA ITEMS

Requests from Commissioners for future Agenda Items.

7. APPEAL HEARINGS (Reference: Attached Appeal Agenda)

8. ADJOURNMENT

Next Commission Meeting is scheduled for 10:00 A.M., July 27, 2009, 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) 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

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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.

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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, July 13, 2009 at 11:00 A.M.

**LOS ANGELES CITY HALL
200 N. Spring St.
Room 1060
Los Angeles, CA 90012**

Commissioners:
Tariq Khero, President
Kathleen Riordan, Vice-President
Irene Ponce
Archie J. Quincey, Jr.
Ruthanne Secunda

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ADMINISTRATIVE APPEAL HEARING 11:00 A.M.

Dangerous Animal Revocation – DR 08374 WL (Continued from April 27, 2009)

Appellant: David Corwin
Complaining Witness: Lynn Goodpasture
Field Operations Supervisor, West Los Angeles Animal Shelter, Lt. Jesse Castillo
Hearing Coordinator, Department of Animal Services, Ross Pool, Management Analyst

II

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**BOARD OF
ANIMAL SERVICES
COMMISSIONERS**

TARIQ A. KHERO
PRESIDENT

KATHLEEN RIORDAN
VICE PRESIDENT

ARCHIE J. QUINCEY JR.

IRENE G. PONCE

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City of Los Angeles
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ANTONIO R. VILLARAIGOSA
MAYOR

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KATHLEEN J. DAVIS
Interim General Manager

Report to the Board of Animal Services Commissioners

Kathleen J. Davis, Interim General Manager

COMMISSION MEETING DATE: July 13, 2009

PREPARED BY: Linda Barth

REPORT DATE: July 9, 2009

TITLE: Assistant General
Manager

SUBJECT: Development of Budget Proposal for Comprehensive License
Canvassing Program

BOARD ACTION RECOMMENDED:

That the Board resolve that a comprehensive dog license canvassing program would be an effective step toward increasing licensing compliance and revenue, ensuring the public health, and better enforcing the spay/neuter ordinance for the City of Los Angeles, and direct staff to prepare a comprehensive License Canvassing program budget for submission in the 2010-2011 fiscal year or as soon as the City's fiscal conditions allow new program investment.

SUMMARY:

At the meetings of May 26, 2009, and June 22, 2009, the Board requested development of a City of Los Angeles comprehensive license canvassing program, with reference to the program operated by Los Angeles County.

Canvassing programs were closely studied in the Department's October 2008 Report, "Study of the Dog Licensing Program."

The Department has always had some form or level of a canvassing program to inform and enroll owners and renew expired licenses. In the 1970s the Department employed 40 Animal License Inspectors who canvassed two thirds of all LA households annually, but over time, the number of License Inspectors and the canvassing budget were reduced resulting in a decline in the level of effort. The Department currently has one team of only eight license canvassers (not Animal License Inspectors) supervised by

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**Subject: Development of Budget Proposal for Comprehensive License
Canvassing Program**

one animal control officer, working five days a week (Tuesday through Saturday). License Canvassers are not authorized to issue citations. Typical canvassing duties are:

- Collecting payments for new and delinquent license fees for dogs and horses;*
- Verifying current rabies vaccinations for dogs;*
- Taking applications for valid licenses;*
- Distributing materials regarding Spay and Neuter and Microchip Programs;*
- To the extent feasible, assist an Officer in issuing citations; and,*
- Educating the public regarding various local and State animal related laws.*

Information on canvassing programs was gathered from licensing representatives in Orange County, Riverside County, Ventura County, Los Angeles County, King County (Washington), and the City of Calgary (Canada). Among the findings was the benefit of a dedicated advertising campaign prior to a major door-to-door effort.

Riverside County, Orange County, Los Angeles County, and Ventura County employ at least 10 license canvassers each. Most of them drive a county vehicle and are assigned to a specific area of the county.

A specific geographic location to canvass is determined in advance. Chameleon software users may print a Crystal Report to identify delinquent pet-owners currently in the data-base and canvass those neighborhoods. As the canvassers proceed through a neighborhood, new pet-owners are identified and an attempt is made to issue a license for each animal living on the property.

Like Riverside County and other large counties with populated urban areas, Los Angeles County's Department of Animal Care and Control serves the unincorporated areas of the county and also smaller cities through service agreements. The County Department of Animal Care and Control provides services to 51 cities in Los Angeles and Ventura Counties as well as the unincorporated areas covering a total service region of 3,200 square miles and serving 3.5 million residents.

The Los Angeles County Department of Animal Care and Control employs 25 full-time, uniformed officers who canvass unincorporated areas of the County and neighborhoods of cities that contracted with the County for collection services. These officers have police powers and are cross-trained to provide back up support for shelter and field operations. Los Angeles County canvassers are more productive than most other canvassing programs, including ours.

Department staff and the Joint Labor/Management Committee studying licensing concurred that a more effective canvassing program would clearly yield more revenue. However, it is a proposition which takes money to make money, and therefore was recommended for future consideration. Preparing a budget package for such a program is a prudent step so that the Department is prepared for opportunities that may arise, including a change in the City's fiscal position.

Subject: Development of Budget Proposal for Comprehensive License
Canvassing Program

FISCAL IMPACT:

In the current fiscal year, the cost of employing 25 new Animal Control Officers I (or assuming restoration of the Animal License Canvasser classification at a similar rate of pay to \$52,947 annually) is \$1,323,673. The cost with benefits is \$2,269,969. The training period for animal control officers (with citation authority) is six months. For Los Angeles County in fiscal year 2009-2010, the Licensing and Canvassing Unit of Animal Care and Control was budgeted a total of 47 positions for \$3,184,000, and revenue was expected to be \$2,653,000, for a net cost to the County of \$531,000.

Approved:

Kathleen J. Davis, Interim General Manager

BOARD ACTION:

_____ Passed

Disapproved _____

_____ Passed with noted modifications

Continued _____

_____ Tabled

New Date _____