

MEETING SUMMARY



BOARD OF ANIMAL SERVICES COMMISSIONERS CITY OF LOS ANGELES

Tuesday, November 10, 2009
10:00 A.M.

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



Tariq Khoro, President
Kathleen Riordan, Vice-President
Irene Ponce
Melanie Ramsayer
Ruthanne Secunda

**Tape back-up of items 1 – 2A is available upon request
mp3 Minutes of items 2B – 7 are available at www.laanimalservices.com**

The meeting was called to order at 10:15 am. Commissioners Khoro, Riordan, Ramsayer and Ponce were present. Commissioner Secunda arrived at 10:37am.

COMMISSION MEETING

1. COMMISSION BUSINESS

A. Election of Officers for 2009-10.

Commissioner Ponce made a motion to postpone the elections and Commissioner Ramsayer seconded the motion. Commissioner Ponce amended the motion to postpone the elections until January. Commissioner Ramsayer seconded the motion and the motion passed 4-0.

B. Approval of the Commission Meeting Minutes for September 14 and October 26, 2009

Commissioner Ponce made a motion to approve the minutes for September 14, 2009. Commissioner Riordan seconded the motion and the motion passed 4-0.

Commissioner Ramsayer made a motion to approve the minutes for October 26, 2009 with the corrections to the meeting ending time. Commissioner Ponce seconded the motion and the motion passed 4-0.

C. Oral Report by the Commissioners on Meetings and Events attended.

Commissioners Ponce, Riordan and Khoro had nothing to report. Commissioner Ramsayer attended the Found Animals customer service training at West LA for their

upcoming December adoption event. She also attended the Howl-o-ween event South LA on October 31, 2009.

D. Approval of the 2010 Commission Meeting Dates Board of Animal Services

Commissioner Khero made a motion to accept the dates. Commissioner Ramsayer seconded the motion and the motion passed 4-0.

2. GENERAL MANAGER RECOMMENDS FOR BOARD ACTION

A. Adjustments to Adoption, Discount, and Permit Fees for 2010-2011 Budget

That the Board direct staff to submit in the Department's 2010-2011 Budget Request a streamlining of adoption fees for cats, dogs, and rabbits, with no increase in the gross fees, various changes to permit fees tied to improvements in tracking inspection times, establish discount periods for the next fiscal year, and other minor modifications including an increase in penalties for multiple redemptions, as described in the body of the report.

Public Comment

Phyllis Daugherty – Department needs to be cautious about reducing the cost of animals in shelter. She is concerned about increasing breeder fee permits. The guard dog permit is missing from the list and there should be permits for doggie daycare providers.

Jim Bickhart – It would be helpful if staff could further define how fees can be changed – is it pure cost recovery or predicated on other expenses? These adjustments can be approved now and submitted with the budget packet and amended during the budget process.

Commissioner Riordan requested to see a list of who is permitted in the City of LA for wild animals, reptiles, horse markets, ostrich farms, and alligator farms.

Commissioner Ponce made a motion to approve the adjustments to adoption, discount and permit fees for the 2010-2011 budget with the option to make modifications based on future reports from staff and approved by the Commission. Commissioner Khero seconded the motion and the motion passed 5-0.

B. Adjustments to Adoption, Discount, and Permit Fees for 2010-2011 Budget

Duplicate agenda item. The missing agenda item: Income Eligibility for Free Department Benefits in Licensing, Spay/Neuter, Impounds, and Redemptions, must be postponed until a future meeting.

3. DISCUSSION ITEMS

A. Distribution of the Spay/Neuter Advisory Committee's Final Report

Please join us at our website: www.LAAnimalServices.com

Interim GM Davis suggested that given the size of the report, in order to make it easier to digest, that the recommendations should be broken down and brought back to the Board to discuss and review in segments. The Commissioner agreed to email staff which items they felt were a priority and which items should be addressed first.

B. Oral Update on Current Budget Issues, Impacts of Furloughs and Work Hour Reductions, and Potential Impacts of the Early Retirement Incentive Program (ERIP)

Interim GM Davis presented a memo regarding staff furloughs and work week reduction. The reduction of hours and furlough are equivalent to 19 people not working. In addition, 11 people are currently on the ERIP list. In total, this is the equivalent of the staff of one Animal Care Center. We do not have the ability to fill those positions. Only 7% will be allowed to be backfilled.

LA Animal Services will still not be able to balance its budget and will be \$1 million short of where we need to be to cover operating costs and payroll.

A decision has had to be made to change closing hours on Tuesday and Thursday to 5pm starting next week.

4. ORAL REPORT OF THE GENERAL MANAGER

- October was another good month compared to last year. This was the fourth month in a row that both impounds and euthanasia were down. Impounds were down by 289 and euthanasia was down by 150. We certainly hope the trend continues.
- KTLA featured one of our dogs with Cesar Milan. The segment was sponsored by Petco. They filmed Cesar working with the dog to correct some behavioral issues that were preventing her from being adopted.
- Captain Jan Selder and East Valley hosted the filming of a segment for The Kardashians Show. They featured Chloe Kardashian visiting the East Valley and focused on the importance of adopting a dog from the shelter.
- Captain Louis Dedeaux is working with Channel 18, America's largest Asian TV Station. They will be featuring pets each week from WLA and they will be doing the spots at the WLA Center.
- We launched Pet Videos on our website. Currently, we have 2 volunteers that are working with North Central and Harbor filming and producing videos of our pets to aid adoptions. North Central is doing both dogs and cats and has produced some very clever videos. To date, they have a 100% adoption rate for those pets that have been filmed. Six cameras were donated to the Centers to aid the videos. We'll be recruiting volunteers to do videos at the remaining 4 Centers.
- Best Friends has graciously offered to train our staff and volunteers on customer service and retail selling tips. The first session began this past Saturday at WLA. Ten more are scheduled over the course of the next month. We will also be filming a session to share with any employees that are not able to attend one of the sessions.
- Upcoming Events:
 - Working with Best Friends on "Save a Stray for the Holidays" adoption event that will coincide with our discount days on December 19.

Please join us at our website: www.LAAnimalservices.com

- K Earth 101 Food Drive will be held on Friday and Saturday, Nov. 20-21 at the Smart and Final, 11221 W. Pico Blvd. They are providing volunteers and a live broadcast to encourage pet food and cash donations. Our staff will provide volunteers to drive the food donations back to our Centers.
- Best Friends Adoption Event is coming up this Sunday, November 15 at LaBrea Tar Pits.

Commissioner Khero left the meeting at 12:35pm

5. PUBLIC COMMENT PERIOD –

Phyllis Daugherty- She is happy that the Department is working with Ch18. New Police Chief Charlie Beck is talking about putting the ACTF under the detective bureau. They are going to be filming rabbit spays for training films funded by Commissioner Riordan.

6. FUTURE AGENDA ITEMS

Commissioner Riordan requested to be updated on:

- DWP and horses
- A report on the redemption of the \$70 vouchers – how many were issued and how many were redeemed.
- Quarterly report on the Authority for Expenditures for spay/neuter. Where is the spay/neuter funding going, who are we paying and how are we paying them?
- Status on forming a 501 (c) 3 to raise funds for the Department. May help expand ability of the Department to bring in donations.

Commissioner Secunda requested to agendaize fundraising, limitations related getting donations and how do we overcome them.

Commissioner Ponce requested raising the \$25,000 cap on donations.

7. ADJOURNMENT

Commissioner Ponce made a motion to adjourn which was seconded by Commissioner Secunda. The motion passed 4-0.

Meeting ended at 1:20 pm

Next Commission Meeting is scheduled for 4:00 P.M. (includes tour of the Center), December 8, 2009, West Los Angeles Animal Care Center, 11361 West Pico Blvd., Los Angeles, California 90064