



BOARD OF ANIMAL SERVICES COMMISSIONERS
CITY OF LOS ANGELES
Tuesday, AUGUST 12, 2014
10:00 AM

**LOS ANGELES CITY HALL
ROOM 1060
200 NORTH SPRING STREET
LOS ANGELES, CALIFORNIA 90731**

DAVID ZAFT
President

ALANA YANEZ
Vice-President

JENNIFER BRENT
LARRY GROSS
ROGER WOLFSON

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 traduccion, favor de notificar la oficina con 24 horas por anticipado.

I. REGULAR 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 Meeting of July 22, 2014 (Action Required).
- B. Board Meetings at North Central, West Valley and Mission Hills Shelters

3. ORAL REPORT OF THE GENERAL MANAGER

4. COMMISSIONERS' ORAL REPORT AND FUTURE AGENDA ITEMS

5. DISCUSSION ITEMS

- A. Creating a More Calm Environment and Reducing Stress for Shelter Animals (including Use of Music).

6. BOARD REPORT

- A. Increased Adoption Fees for Rabbits to include microchips, Continued from Meeting of July 22, 2014 (Action Required).
- B. Approval of Use of Petrie Grant for incentive for New Hope Partners: \$100 for Pit Bulls and \$50 for Chihuahuas over five (5) Years of Age adopted by New Hope Partners with limits. Continued from Meeting of July 22, 2014 (Action Required).
- C. Request To Accept Additional \$25,000 Aspca Donation For New Hope Adoptions (Action Required).
- D. Overview of Department Organization, Staffing Levels and Shelter Hours .

7. ADJOURNMENT

Next Commission Meeting is scheduled for 10:00 A.M. August 26, 2014, Los Angeles City Hall, Room 1060, 200 North Spring Street, Los Angeles California

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 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.

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ERIC GARCETTI
MAYOR

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BRENDA F. BARNETTE
General Manager

JOHN CHAVEZ
Assistant General Manager

Report to the Board of Animal Services Commissioners
Brenda Barnette, General Manager

COMMISSION MEETING DATE: August 12, 2014

PREPARED BY: John Chavez

REPORT DATE: August 8, 2014

TITLE: Asst. General Manager

SUBJECT: RECOMMENDATIONS TO INCREASE RABBIT ADOPTION FEES AND IMPOSE MANDATORY MICROCHIPPING

BOARD ACTIONS RECOMMENDED:

1. APPROVE the increase in the rabbit adoption fees from \$56 to \$71, which includes \$15 for mandatory microchipping;
2. AUTHORIZE funds generated from microchip sales be deposited into the Electronic Animal Identification Device Revolving Fund (Fund 41-C);
3. DIRECT staff to transmit the proposed action to the Office of the Mayor and to the City Council, requesting the City Council to direct the City Attorney to prepare an ordinance to amend Los Angeles Municipal Code Section 53.12 consistent with the above actions.

SUMMARY

Rabbits are currently adopted for **\$56**, which is made up of a \$16 adoption fee and \$40 spay/neuter deposit. The Department recommends adding \$15 to the cost of the adoption to pay for the microchip; therefore total adoption fees would be **\$71** (\$16 adoption + \$40 sterilization cost + \$15 for the microchip).

BACKGROUND

The Department has had a number of rabbit-related issues on its recent agendas. In the course of these discussions, some rabbit advocates have suggested that the Department make rabbit microchipping mandatory.

Mandatory microchipping would assist the Department in finding the owners when rabbits are found in hoarding situations, abandoned, or in poor living conditions. The Department's standard operating procedure is to scan all animals brought into its shelters. Since most rabbits are not microchipped, the Department has very little success in reuniting rabbit and owner. However, mandatory microchipping will help getting rabbits back to their former homes.

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Report to the Board of Animal Services Commissioners

Recommendation to Increase Rabbit Adoption Fee and Impose Mandatory Microchipping

August 12, 2014

Today, when including the cost of the spay and neuter surgery, it costs \$56 to adopt a rabbit. Mandatory microchipping will increase the cost of the adoption, sterilization and chip to \$71.

The Department submitted this proposal at the July 22, 2014 Board meeting. A member of the public alleged that the notice related to the report did not comply with the Brown Act, and that the agenda item title was unclear. To address these concerns, the Board moved to hold the item over to the August 12, 2014 meeting.

FISCAL IMPACT

Funds generated by the sale of microchips are deposited into the Electronic Animal Identification Device Revolving Fund. At the end of each fiscal year, the Fund's balance is transferred into the City's General Fund. Last year, 918 rabbits were adopted. Any rabbit microchip revenues expected to revert to the General Fund would be negligible.

Approved:

Brenda Barnette, General Manager

BOARD ACTION:

_____ Passed

Disapproved _____

_____ Passed with noted modifications

Continued _____

_____ Tabled

New Date _____

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JOHN CHAVEZ
Assistant General Manager

Report to the Board of Animal Services Commissioners
Brenda Barnette, General Manager

COMMISSION MEETING DATE: August 12, 2014

PREPARED BY: Jan Selder

REPORT DATE: August 7, 2014

TITLE: Director of Field Operations

SUBJECT: RECOMMENDATIONS ON SPENDING CARROLL PETRIE FOUNDATION DOG RESCUE PROJECT FUNDS

BOARD ACTIONS RECOMMENDED:

1. APPROVE the Department of Animal Services request to use \$86,409.26 in Carroll Petrie Foundation Dog Rescue Project funds by approving the following "Petrie Incentive:"
 - a. \$100 incentive for every pit bull/pit bull mix pulled by a New Hope partner.
 - b. \$50 incentive for every Chihuahua/Chihuahua mix, five-years-old and older pulled by a New Hope partner.
2. REPORT BACK in six months with a status report.

SUMMARY

On July 8, the Department provided the Board of Animal Services Commissioners with an update on the Carroll Petrie Foundation Dog Rescue Project. In this update, the Department noted that it collected \$92,800 from this Project and spent \$6,390.74. These purchases included "Adopt Me" vests, foster ID tags, fliers and literature. As a follow up to this discussion, the Department was directed to report back on how to spend the balance of this funding.

A report with recommendations was presented at the July 22, 2014 Commission meeting. However, no action could be taken because there was no quorum.

BACKGROUND

On July 10, 2012, the Department submitted a proposal to the American Society for the Prevention of Cruelty to Animals (ASPCA), Carroll Petrie Foundation. The objective of the grant was to help increase the live-save rate of shelter dogs accepted into the Project.

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Report to the Board of Animal Services Commissioners

Recommendations to use Carroll Petrie Foundation Dog Rescue Project Funds

August 12, 2014

ASPCA provided \$50 to the Department for each dog that was rescued in excess of the number of dogs rescued during the same month of the prior year. To receive the \$50 a dog had to be rescued as follows:

1. Transferred to a rescue group.
2. Transferred to another shelter.
3. Transferred to foster care and adopted through the foster parent.
4. Transferred to a permanent off-site location and adopted.

This grant ran from September 2012 until May 2013. During this time, Animal Services saved 1,866 dogs and collected \$92,800.

PROGRAM SPECIFICS

This proposed incentive program would be for **New Hope partners only, who are current in their reporting, and in good standing.**

The incentive would work as follows:

- If approved, the program will start on September 1, 2014.
- The incentive will continue until the funds are expended.
- Each New Hope partner would be eligible to receive \$500 in incentive funds each month.
- New Hope partners may pull as many eligible dogs as they can care for but will only be eligible for up to \$500 per month.
- To receive the incentive, a New Hope partner must provide proof that the dog(s) pulled have been placed into an adoptive home. Dogs transferred to another rescue or agency do not count as an adoption, nor do dogs in foster care.
- The Department will provide a form to New Hope partners to report each eligible adoption. The form will include the date of adoption, animal ID number, age, breed, New Hope partner information, and name, address, e-mail and telephone number of the new owner.
- The New Hope partner will have 90 days from the date the dog is pulled to place the dog to qualify for the funds and an additional 30 days to complete their paperwork to obtain the funds. Funds will be disencumbered if the dog has not been placed in a home within 90 days, and the funds will be released and available for another dog.

The Department consulted with Jill Buckley, Senior Director of Community Initiatives, from the ASPCA about the incentive program; she concurred the incentive was an approved use of these grant funds.

FISCAL IMPACT

There is no impact on the General Fund.

Approved:

Brenda Barnette, General Manager

Report to the Board of Animal Services Commissioners

Recommendations to use Carroll Petrie Foundation Dog Rescue Project Funds

August 12, 2014

BOARD ACTION:

_____ Passed

Disapproved _____

_____ Passed with noted modifications

Continued _____

_____ Tabled

New Date _____

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Report to the Board of Animal Services Commissioners

Brenda Barnette, General Manager

COMMISSION MEETING DATE: August 12, 2014 **PREPARED BY:** John Chavez

REPORT DATE: August 8, 2014 **TITLE:** Asst. General Manager

**SUBJECT: REQUEST TO ACCEPT ADDITIONAL \$25,000 ASPCA DONATION
FOR NEW HOPE ADOPTIONS**

BOARD ACTIONS RECOMMENDED:

AUTHORIZE the General Manager of the Department of Animal Services to:

1. ACCEPT additional funds from the American Society for the Prevention of Cruelty to Animals (ASPCA) in the amount of \$25,000 to pay for New Hope adoption fees from the period December 2013 through January 2014;
2. AUTHORIZE the Department of Animal Services to deposit \$25,000 of the grant receipts in the Animal Sterilization Fund (Fund 842), under appropriation account 06041K and also authorize the Department's disbursement of the ASPCA donation to assist New Hope adopters for the period stated above.

SUMMARY

At its meeting of November 12, 2013, the Board of Animal Services Commissioners heard, and approved, recommendations to accept a \$50,000 grant from the American Society for the Prevention of Cruelty to Animals (ASPCA). These funds were to be used to offset the cost of the then-\$40 spay/neuter deposit required of New Hope partners. The City Council adopted this action on December 17, 2013 (C.F.12-1967-S1).

Since then, the ASPCA provided another \$25,000 related to this effort. To deposit this additional amount, Board authority is required and is recommended in this report. This

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Report to the Board of Animal Services Commissioners**ADDITIONAL \$25,000 ASPCA DONATION TO PAY FOR NEW HOPE ADOPTIONS**

August 12, 2014

action serves as an addendum to C.F. 12-1967-S1 and enables Animal Services to record the receipt of additional funds.

THE NEW HOPE PROGRAM AND ASPCA INCENTIVE

There are 236 "New Hope" partners working with the Department of Animal Services. These 501(c)(3) nonprofit organizations serve as rescue groups who adopt shelter animals and put them into homes. In 2013-14, New Hope partners adopted 6,898 animals.

To spur adoptions from New Hope partners, the ASPCA donated \$50,000 to pay for the \$40 adoption costs. Because this amount exceeded \$25,000, Board and City Council approval was needed and obtained.

Following the acceptance of the \$50,000, the ASPCA donated another \$25,000. The Department tried depositing these funds using the authority obtained in December 2013, but was advised by the Office of the Controller that the Board had to accept this additional \$25,000 amount and authorize the Department to deposit the funds.

To comply with this request, Animal Services is recommending additional authority to accept these funds and to deposit them in the Animal Sterilization Fund.

FISCAL IMPACT

There is no impact on the General Fund.

Approved:

Brenda Barnette, General Manager

BOARD ACTION:

_____ Passed

Disapproved _____

_____ Passed with noted modifications

Continued _____

_____ Tabled

New Date _____