



BOARD OF ANIMAL SERVICES COMMISSIONERS  
CITY OF LOS ANGELES

**REGULAR MEETING AGENDA**  
**Tuesday, September 8, 2015**  
**7:00 PM**

MISSION HILLS ANIMAL SHELTER  
OPERATED BY BEST FRIENDS ANIMAL SOCIETY  
15321 BRAND BOULEVARD  
MISSION HILLS, CALIFORNIA 91345

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DAVID ZAFT  
President

LARRY GROSS  
Vice-President

JENNIFER BRENT  
ROGER WOLFSON  
ALANA YAÑEZ

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) 482-9597.

Si requiere servicios de traducción, favor de notificar a la oficina con 24 horas de anticipo.

**FACILITY TOUR OF BEST FRINDS ANIMAL SOCIETY MISSION HILLS SHELTER**

Commission Tour of Mission Hills Shelter (starts at 6:15 p.m.). Public is welcome. The Commission meeting will begin promptly at 7:00 p.m.

**REGULAR COMMISSION MEETING**

- 1. PUBLIC COMMENT PERIOD** - (Comments from the public on items of public interest within the Board's subject matter jurisdiction that are not on the Agenda; two minutes per speaker).

**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 August 25, 2015** (Action Item; public comment limited to one minute per speaker)

**3. ORAL REPORT OF THE GENERAL MANAGER** (Public comment limited to one minute per speaker)

**4. COMMISSIONERS' ORAL REPORTS AND FUTURE AGENDA ITEMS** (Public comment limited to one minute per speaker)

## **5. BOARD REPORTS**

**A. Board Report re Best Friends' Work at the North Central Animal Shelter** (Public comment limited to one minute per speaker)

**B. Update on Best Friends Animal Society Activities at Mission Hills Animal Shelter** (Public comment limited to two minutes per speaker)

**C. Board Report re Draft Department Press Release and Applicability and Enforcement of Animal Welfare Ordinances to Conditions of Animals Prior to Use in Religious Ceremonies** (Public comment limited to two minutes per speaker)

**D. Board Report Requesting Authority to Negotiate and Enter into Agreements with the Amanda Foundation and the Lucy Pet Foundation for Mobile Van Spay / Neuter Services** (Action Item. Public Comment limited to two minutes per speaker)

**E. Board Report re Proposal to Allow the Amanda Foundation and Home Dogs L.A. to do a Combined Spay/Neuter and Wellness Clinic Day at the North Central Animal Shelter on October 11, 2015** (Action item. Public comment limited to two minutes per speaker)

## **6. ADJOURNMENT**

Next Commission Meeting is scheduled for 10:00 a.m., September 22, 2015, at Los Angeles City Hall, Room 1060, 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. Evening Meetings are held in various locations throughout the City, from 7:00 to approximately 9:30 P.M. 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, 200 North Spring Street, 19<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

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<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. (For certain agenda items, speakers will have two (2) minutes.)

**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 during general public comment period which is limited to two (2) minutes per speaker. (For certain agenda items, speakers will have two (2) minutes each.). 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.

**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."

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**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.

**BOARD OF  
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# City of Los Angeles

CALIFORNIA



**ERIC GARCETTI**  
MAYOR

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GENERAL MANAGER

DANA H. BROWN  
ASSISTANT GENERAL MANAGER

DR. JEREMY PRUPAS  
CHIEF VETERINARIAN

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## Report to the Board of Animal Services Commissioners

**Brenda F. Barnette, General Manager**

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**COMMISSION MEETING DATE:** September 8, 2015

**PREPARED BY:** John Forland

**TITLE:** Sr. Management Analyst II

**REPORT DATE:** September 3, 2015

**SUBJECT: REQUEST AUTHORITY TO NEGOTIATE AND ENTER INTO  
AGREEMENTS WITH THE AMANDA FOUNDATION AND THE LUCY  
PET FOUNDATION FOR MOBILE VAN SPAY/NEUTER SERVICES**

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### BOARD ACTIONS RECOMMENDED:

1. AUTHORIZE the General Manager of the Department of Animal Services, or designee, to negotiate and enter into a contract agreement with The Amanda Foundation (Amanda) to provide mobile van spay/neuter services according to the general terms described in this Board Report
2. AUTHORIZE the General Manager of the Department of Animal Services, or designee, to negotiate and enter into a contract agreement with The Lucy Pet Foundation (Lucy) to provide mobile van spay/neuter services according to the general terms described in this Board Report; with instructions to begin performance as soon as possible
3. INSTRUCT the General Manager, or designee, to submit the approved contracts to the Mayor and City Council for approval, make other arrangements as necessary to initiate these services, and report the status back to the Board of Animal Services Commissioners

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4. INSTRUCT the General Manager, or designee, to notify the City Administrative Officer (CAO) that these two agreements have been executed, and request that the CAO adjust the temporary reduction in funds transferred to the Animal Sterilization Fund (ASF) as necessary to carry out terms of these two agreements to ensure services are provided without interruption for the terms of each of these agreements.

## **SUMMARY**

On March 13, 2015 the Department issued a Request for Proposals (RFP) seeking contractors to operate mobile spay/neuter clinics. Two proposals were received, one from The Amanda Foundation and one from The Lucy Pet Foundation. Amanda is currently under a contract with the City to provide mobile spay/neuter services and submitted its proposal to be able to continue providing those services with the same staff at the current level into the future. Lucy submitted a proposal to provide additional services by increasing its staff level and staff hours and expand the level of its current operations. The Department requests authority to execute contracts with both.

## **BACKGROUND**

In the opinion of the City Attorney's Office, both proposals can be considered by the Board of Animal Services Commissioners (Commission) and, if warranted, agreements can be separately executed with each proposer, and the maximum for each agreement can be set at \$500,000 per year. Staff is recommending that the Commission consider approving both agreements because spay/neuter is proven to be effective in reducing intake at our shelters; and reducing the number of strays, injured and abused animals. The City has a long history of investing in spay/neuter surgeries and benefitting from lower costs that result. Mobile vans are especially effective because they provide service directly to the neighborhoods with strays, injured and abused animals, and high shelter intake. The RFP review panel found both vendors to be well qualified. Each has developed effective local education and public information programs.

The Amanda Foundation:

On April 11, 2007 and again on December 17, 2009, the City of Los Angeles executed agreements with Amanda to operate a mobile spay/neuter clinic. The second and current agreement is for three years with three one-year extensions and it expires on December 16, 2015. Through this agreement the Department subsidizes dog and cat sterilizations. Under this agreement, Amanda is authorized to receive a maximum of \$500,000 to pay for approximately 6,500 pet sterilizations annually.

The Lucy Pet Foundation:

Report to the Board of Animal Services Commissioners  
SUBJECT: Authority to Enter Into Contract Agreements with Amanda Foundation and  
Lucy Pet Foundation for Mobile Spay/Neuter Services

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Lucy does not have a current contract with the City. Lucy's owners and senior veterinarians have 20 years of relevant experience operating vet clinics and performing spay/neuter surgeries. Beginning in 2013 Lucy purchased two vans and began providing mobile spay/neuter surgeries. In the past 15 months Lucy has completed over 5,000 mobile surgeries in the Los Angeles area. Lucy seeks to expand this service.

## **GENERAL CONTRACT TERMS**

The Department is proposing agreements as outlined below.

### *The Amanda Foundation:*

- Continuation of existing services
- Terms of new agreement:
  - Starting date: December 17, 2015
  - Agreement: 2 years
  - Extensions: three one-year extensions
  - Maximum term: Five years (the current agreement is for six years: 3 + 3)
  - Ending date: December 16, 2020, if all renewal options are executed
  - Service level: Continuation of the current level
    - Amount: \$500,000 per year for five years (an average of \$41,667 per month)
    - Number of surgeries: A minimum of 6,000 per year for five years is expected (an average of 500 per month)
    - Total expected payments not to exceed: \$2,500,000
- Locations and schedules – To be determined
- Outreach and education - Included
- Reporting and Payment – Every two weeks
- Recordkeeping –Amanda maintains records on site and the Department inputs all accounting information into the Department's central databases (VetPortal and FMS)

### *The Lucy Pet Foundation:*

- New services
- Terms:
  - Starting date – TBD (estimated to be October 15, 2015)
  - Agreement: 2 years
  - Extensions: Three one-year extensions
  - Maximum term: Five years
  - Ending date: TBD (estimated to be October 15, 2020, if all renewal options are executed)
  - Service level:
    - Start up: During the start up period of 12 months the actual monthly allocation will depend on Lucy's ability to complete surgeries. The



Report to the Board of Animal Services Commissioners  
SUBJECT: Authority to Enter Into Contract Agreements with Amanda Foundation and  
Lucy Pet Foundation for Mobile Spay/Neuter Services

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budget for the first six months is estimated at \$125,000 and for the first year at \$325,000. The actual allocation will depend upon Lucy's ability to find locations, develop a schedule, get information out to the owners in each community and reach the monthly target

- Amount after start up: \$500,000/year (average of \$41,667 per mo.)
- Total estimated payments not to exceed: \$2,325,000
- Number of surgeries:
  - First year: A goal of 4,000 would be appropriate
  - Second year and after: A minimum of 6,000/year is expected
- Locations – TBD
- Outreach and education - Included
- Reporting and Payment – Monthly
- Recordkeeping – Lucy is to maintain records on site for audit purposes, and transmit specified backup records to the Department on a monthly basis for payment records and input all information into the Department's VetPortal database

#### **FISCAL IMPACT**

There is no fiscal impact to the City. Investments in spay/neuter surgeries generally reduce shelter operation costs by reducing the number of animals requiring our care.

#### **APPROVED**

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**BRENDA F. BARNETTE,**

**General Manager**

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#### **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 F. Barnette, General Manager**

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**COMMISSION MEETING DATE:** September 8, 2015

**PREPARED BY:** Brenda F. Barnette

**TITLE:** General Manager

**REPORT DATE:** September 3, 2015

**SUBJECT: PROPOSAL TO ALLOW AMANDA FOUNDATION AND HOME DOGS  
LA TO DO A COMBINED SPAY/NEUTER AND WELLNESS CLINIC  
DAY AT NORTH CENTRAL SHELTER ON OCTOBER 11, 2015**

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**BOARD ACTION RECOMMENDED:**

Approve proposal to allow Amanda Foundation and Home Dogs LA to do a combined Spay/Neuter and Wellness Clinic Day at North Central Shelter on October 11, 2015.

**SUMMARY**

The Amanda Foundation and Home Dogs LA would like to offer a special Wellness Clinic at North Central Shelter on October 11, 2015 for people to bring their dogs to see volunteer veterinarians for a free check up. They will have approximately 6 veterinarians doing exams and will be able to offer blood tests, skin scrapings, x-rays, dentals, and some medications.

**BACKGROUND**

The Amanda Foundation operates a mobile spay/neuter services and is contracted to provide services by the Department of Animal Services. Home Dogs LA operates the intervention program at North Central Shelter to assist families who need help to keep their companion animal.

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SUBJECT: Proposal to Allow Amanda Foundation and Home Dogs LA to do a  
Combines Spay/Neuter and Wellness Clinic Day at North Central Shelter on  
October 11, 2015

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We know one of the reasons people relinquish their animals is for medical issues. Sometimes these are issues that can be resolved fairly easily, such as with mange. Some may need longer term care but that care can be subsidized or in the case of thyroid medicine, relatively inexpensive. It is the people that the intervention program is reaching out to that we would be servicing in the area.

Amanda Foundation is holding a Spay/Neuter day at North Central on October 11, 2015 and is requesting to widen their services on this day to include a Wellness Clinic. Their goal is 150 to 200 pets served; and the best part is that this Wellness clinic is completely free to people who qualify.

The Amanda Foundation has done several special events over the years utilizing the spay/neuter clinic at North Central shelter. They will be bringing their own equipment and staff.

**FISCAL IMPACT**

None for the City or the Department

**APPROVED:**

  
Brenda F. Barnette, General Manager

Attachments

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**BOARD ACTION:**

\_\_\_\_\_ Passed

\_\_\_\_\_ Tabled

\_\_\_\_\_ Disapproved

\_\_\_\_\_ New Date

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



# City of Los Angeles

## Animal Services



**FOR IMMEDIATE RELEASE**

**September 3, 2015**

Contact: Brenda F. Barnette, General Manager

Email: [brenda.barnette@lacity.org](mailto:brenda.barnette@lacity.org)

Phone: [\(213\) 482-9558](tel:(213)482-9558)

### Animal Cruelty Crimes

Los Angeles Animal Services is dedicated to the humane treatment and care of all animals within the City of Los Angeles. Each day, Animal Control Officers respond to alleged humane complaints of animal cruelty and abuse. Humane cases can range from leaving any animal (including, but not limited to: fowl/chickens, rabbits, cats, dogs, etc.) without food, water and/or shelter to more violent crimes which result in the injury or death of an animal.

Animal Control Officers are trained to investigate each matter on a case by case basis. Officers are trained to execute warrants and to file charges for prosecution. Most matter which involve some type of blood sport or result in the death of an animal are referred to the Animal Cruelty Task Force (ACTF) for investigation and prosecution. ACTF is a special team which operates out of the Los Angeles Police Department. The task force is composed of Animal Controls Officers and Los Angeles Police Detectives who work in cooperation with both the City Attorney's and District Attorney's Offices. The task force is very successful in prosecuting animal cruelty matters and finding outcomes which require persons charged with animal cruelty to face serious jail time, large fines and parole or probation.

Below is an excerpt of the California Penal Code regarding Crimes Against Animals:

597. (a) Except as provided in subdivision (c) of this section or Section 599c, every person who maliciously and intentionally maims, mutilates, tortures, or wounds a living animal, or maliciously and intentionally kills an animal, is guilty of a crime punishable pursuant to subdivision (d). (b) Except as otherwise provided in subdivision (a) or (c), every person who overdrives, overloads, drives when overloaded, overworks, tortures, torments, deprives of necessary sustenance, drink, or shelter, cruelly beats, mutilates, or cruelly kills any animal, or causes or procures any animal to be so overdriven, overloaded, driven when overloaded, overworked, tortured, tormented, deprived of necessary sustenance, drink, shelter, or to be cruelly beaten, mutilated, or cruelly killed; and whoever, having the charge or custody of any animal, either as owner or otherwise, subjects any animal to needless suffering, or inflicts unnecessary cruelty upon the animal, or in any manner abuses any animal, or fails to provide the animal with proper food, drink, or shelter or protection from the weather, or who drives, rides, or otherwise uses the animal when unfit for labor, is, for each offense, guilty of a crime punishable pursuant to subdivision (d). (c) Every person who maliciously and intentionally maims, mutilates, or tortures any mammal, bird, reptile, amphibian, or fish, as described in subdivision (e), is guilty of a crime punishable pursuant to subdivision (d). (d) A violation of subdivision (a), (b), or (c) is punishable as a felony by imprisonment pursuant to subdivision (h) of Section 1170, or by a fine of not more than twenty thousand dollars (\$20,000), or by both that fine and imprisonment, or alternatively, as a misdemeanor by imprisonment in a county jail for not more than one year, or by a fine of not more than twenty thousand dollars (\$20,000), or by both that fine and imprisonment.

Reports of Animal Cruelty can be reported 24/7 to Los Angeles Animal Services at (888) 452-7381 or by calling the Animal Cruelty Task Force directly at (213) 486-0450.

*For more information or assistance call LA Animal Services at 1-888-452LA-PET/1-888-452-7381 (TTY Hearing impaired: 877-875-8205) or visit the website at [www.LAAnimalServices.com](http://www.LAAnimalServices.com). We create happiness by bringing pets and people together!*