



BOARD OF ANIMAL SERVICES COMMISSIONERS  
CITY OF LOS ANGELES

**REGULAR MEETING AGENDA**  
**Tuesday, July 26, 2016**  
**7:00 P.M.**

SOUTH LOS ANGELES, CHESTERFIELD SQUARE SHELTER  
1850 WEST 60<sup>TH</sup> STREET  
LOS ANGELES, CA 90047

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DAVID ZAFT  
President

LARRY GROSS  
Vice-President

OLIVIA E. GARCÍA  
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) 482-9558.

Si requiere servicios de traducción, favor de hacer pedido con 24 horas de anticipo al (213) 482-9558.

**FACILITY TOUR OF SOUTH LOS ANGELES (SLA), CHESTERFIELD SQUARE SHELTER**

Commission tour of SLA, Chesterfield Square 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. NEIGHBORHOOD COUNCIL COMMENTS** - (Discussion with Neighborhood Council representatives on Neighborhood Council Resolutions or Community Impact Statements filed with the City Clerk which relate to any agenda item listed or being considered on this agenda for the Board of Animal Services Commissioners.)
- 3. COMMISSION BUSINESS**
  - A.** Election of Board Officers (Action item; public comment limited to one minute per speaker)
  - B.** Approval of the Minutes for the Meeting of July 12, 2016 (Action item; public comment limited to one minute per speaker).
- 4. ORAL REPORT OF THE GENERAL MANAGER** (Public comment limited to one minute per speaker).
- 5. COMMISSIONERS' ORAL REPORTS AND FUTURE AGENDA ITEMS** (Public comment limited to one minute per speaker).
- 6. DISCUSSION ITEMS**
- 7. ADJOURNMENT**

Next Regular Meeting is scheduled for 10:00 a.m., August 9, 2016, at City Hall, 200 North Main Street (entrance on Spring Street), 10<sup>th</sup> Floor, 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, 221 North Figueroa Street, 6<sup>th</sup> Floor, Suite 600, 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. (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."

**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 ANIMAL SERVICES COMMISSIONERS  
CITY OF LOS ANGELES



MINUTES

TUESDAY, July 12, 2016 at 10:00 AM

LOS ANGELES CITY HALL, ROOM 1060  
200 NORTH SPRING STREET  
LOS ANGELES, CALIFORNIA 90012

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Audio MP-3 Recording is available at [www.laanimalservices.com](http://www.laanimalservices.com)

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David Zaft, President  
Larry Gross, Vice-President  
Olivia E. García  
Roger Wolfson  
Alana Yañez

Meeting called to order at 10:08 a.m. Commissioners present were Zaft, Gross, García, Wolfson and Yañez. Also present from Los Angeles Animal Services (LAAS) General Manager (GM) Brenda Barnette, Assistant General Manager (AGM) Dana Brown, (AGM) Derek Brown; and Assistant City Attorney (ACA) Marcia Gonzales-Kimbrough.

**Commissioner Zaft** opened the meeting and provided an overview of the meeting agenda. **Commissioner Gross** discussed the appeal hearing process prior to conducting the hearings.

## I. ADMINISTRATIVE APPEALS

### 1. **Dangerous Animal Case: DA 161051 EV**

Respondent: Eric Lynn Andrist

East Valley Animal Care and Control: Captain Karen Knipscheer-Cox

Complaining Witness: Dawn Easterling Johnson

There was no representative present for the Respondent Eric Lynn Andrist. Respondent explained that he might not be present. He was informed that the Board would be moving forward with the appeal and that his appeal paperwork would be the basis of his appeal. The Respondent agrees that his dog, Scout, did bite the Complaining Witness, Dawn Easterling Johnson, as she walked past his home. The dog got out of an unlocked gate in the front of his home. The Respondent agrees with all of the terms and conditions imposed by the department with the exception of the restricted dog permit. He feels like the restricted dog permit is unjustified and should be removed. Testimony was provided Complaining Witness, Dawn Easterling Johnson. She is particularly concerned about one of the conditions being enforced. She would like to ensure that dangerous animal signs be installed at each of the entrances of the home. At this point, that hasn't been done. **Commissioner Gross** asked about Respondent's claim that she provoked the dog. Mrs. Johnson explained the incident in more detail. She recounted how she was simply walking her dog and without provocation the dog bit her on her forearm. She asserted that she did not provoke the dog. **Commissioner Wolfson** mentioned that there are no allegations that anything went wrong at the hearing and so he is prepared to vote. He also stated that the evidence supports the decision of the hearing officer and that the terms and conditions

imposed were justified.

**Commissioner Wolfson** moved to uphold the General Manager's determination to require the terms and conditions. The motion was seconded by **Commissioner Yañez** and was approved by a vote of 5-0.

**Commissioner Zaft** requested that the department reach out to Respondent to make sure that he is compliant with each of the terms and conditions including the posting of signs. He mentioned that Mr. Andris has a long history of properly maintaining his dog and that he would hate for him to wind up in front of the board again in the future.

## II. REGULAR COMMISSION MEETING

### 1. PUBLIC COMMENT

**Phyllis Daugherty:** Thanked AGM Dana Brown for her prompt response in caring for the discrepancy in the pay of the canvassers; AGM Brown immediately worked to correct the matter and to ensure the canvassers received back pay as well; mentioned the TNR program.

### 2. NEIGHBORHOOD COUNCIL COMMENTS - (Discussion with Neighborhood Council representatives on Neighborhood Council Resolutions or Community Impact Statements filed with the City Clerk which relate to any agenda item listed or being considered on this agenda for the Board of Animal Services Commissioners.)

### 3. COMMISSION BUSINESS

#### A. Approval of the Minutes for the Meeting of June 28, 2016 (Action item; public comment limited to one minute per speaker).

**Commissioner Wolfson** mentioned that Commissioner Zaft's name was misspelled on the last page of the minutes. **Commissioner Gross** motioned to approve the minutes provided that the correction in the spelling of Commissioner Zaft's name be made. **Commissioner Wolfson** seconded the motion. Approved 5-0.

Public Comment  
None

### 4. ORAL REPORT OF THE GENERAL MANAGER

**GM Barnette** discussed the following:

- Independence Day Weekend brought in 667 impounds; 705 animals went out to a happy ending; included public adoptions, foster and

placement through our rescue partners.

- On July 7<sup>th</sup>, GM Barnette was invited to participate once again at the California Science Center to discuss the exhibition, *DOGS! A Science Tail*, a partnership with the Wallis Annenberg PetSpace.
- LAPD's West Valley Division will be taking their cadets to the West Valley Animal Shelter on July 11<sup>th</sup> and 25<sup>th</sup> to educate their cadets on basic animal care and handling.
- KTLA news personality Lu Parker came to the South Los Angeles shelter this week to pick up a dog to foster over the 4<sup>th</sup> of July holiday weekend; Ms. Parker will be talking about her foster experience on air to encourage others to foster as well.
- A Coyote Awareness press release was issued on May 6 to inform the public how to co-exist with coyotes and about prevention tips to keep their pets safe.
- At a special meeting of the Personnel and Welfare Committee on June 29<sup>th</sup>, the department presented a Coyote Management Program; program calls for humane education on co-existence and was supported by a number of local wildlife advocates.
- In order to facilitate more adoptions over the holiday weekend, Amanda Foundation took a mobile spay/neuter van to the East Valley Animal Shelter on June 29<sup>th</sup> and altered 32 shelter animals free of charge
- On June 24, 2016, West Los Angeles received a donation of ten Tuff Pads which they won through a donation program from K9 Ballistics; each bed retails for over \$50.00.
- General Services has been working at North Central to replace the outdoor lighting with new LED energy efficient lighting; staff has reported that the new lighting has allowed them to see more during the swing and graveyard shifts
- The Pack Project with Cesar Milan has requested to film a PSA about spay and neuter at the East Valley Animal Shelter; they are in the process of completing the filming requests; they want to film in the next two weeks and will be filming the shelter and interviewing the staff.
- Volunteers at our West Valley Los Angeles facility have expressed their concerns regarding the torn and tattered awnings over the kennel area. General Services has been advised about the situation and is awaiting the new budget before proceeding with the installation of new awnings.
- Mobile pet adoption at Valley Glen Park on Sunday June 26<sup>th</sup> was cancelled due to the heat; best decision for the animals since the temperatures were in the triple digits in some locations.
- July 23, 2016 is Clear the Shelters event; sponsored by NBC Universal and Telemundo; will host a one-day adoption special reducing all adoption fees to \$20 or less; ASPCA awarded the department a \$10,000 grant to subsidize the cost of reducing the adoption fee.
- July 23, 2016 is the Library Square block party from 5pm to 8pm in

Sherman Oaks between Tyrone Street and Lennox Avenue; Animal Control Officer will be on hand to answer questions and distribute department information.

- “Woofstock” was held on June 26<sup>th</sup> at Roxbury Park with West LA, South LA and North Central shelters bringing in 25 dogs and 11 cats; total of five cats and 4 dogs were adopted.
- July 13, 2016 is “Dog Day” at the Cathedral of our Lady of the Angels; exhibits and information on dogs and downtown living and services
- On July 16, 2016 East Valley Animal Shelter will hold a massage-a-thon for staff and customers with proceeds to be used to benefit the shelter animals.
- Mentioned various incidents from the weekly field activity report.

Public Comment

**Phyllis Dougherty:** Mentioned broken back gate at East Valley shelter and concern about the torn awnings. **Commissioner Gross** mentioned his concern about the broken back gate at East Valley. **GM Barnette** stated that parts have been ordered to repair the gate.

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

**Commissioner Wolfson:** Stated that he was so happy that meeting was moving at a nice clip.

**Commissioner García:** Passed.

**Commissioner Zaft:** Passed.

**Commissioner Yanez:** Mentioned California Science Center event with GM Barnette; thought exhibit will help the department to spread word about assistance available to low income residents; mentioned new venture between Pets for Life and Western Veterinary School; stated that a meeting will occur next week to discuss having their third and fourth year veterinary students do their rotations in the field in East LA

**Commissioner Gross:** Had the pleasure of spending time with GM Barnette at East Valley on July 3, 2016; event was such a good example of the coordination of efforts; contacted by Assembly member Richard Bloom requested our participation in a future venture.

**Commissioner Zaft:** Commended department on July 4<sup>th</sup> foster care effort.

**GM Barnette:** Commented that dogs that are shy and gentle thrive in a home.

**Commissioner Zaft:** Discussed his concern about the timing of the elections

for Board President and Vice President and the fact that he will out of the country during the next meeting; requested that vote be delayed until the first meeting in August.

**GM Barnette:** Commented that elections have occurred at other times than July in the past.

**ACA Marcia Gonzales-Kimbrough:** Stated that item could be table until a future date.

Public Comment  
None

## 6. BOARD REPORTS

- A. Oral Report on current canvassing practices and possibilities for issuing vouchers in the field (Public comment limited to one minute per speaker).

**Mark Salazar**, DFO, introduced Lieutenant John Cessna and Officer Robert Rios. **Lieutenant John Cessna** gave a quick overview of the licensing program; eleven canvassers on staff; work in pairs; five are bi-lingual; eight council districts have been covered (1, 4, 5, 7, 9, 11, 13, 15) which includes 17 zip codes under six shelters; stated that the plan is to expand the number of council districts and zip codes covered by the end of the year. Canvassers have written 2484 ACE administrative citations since January 2016; compliance rate of 80% before any penalties are imposed; stated the purpose is educate citizens; mentioned that extensions are given all the time; expressed concerned over the need for more data entry clerks. **GM Barnette:** Commented that those on light duty might be considered for data entry duties to assist. **Lieutenant John Cessna:** Discussed canvassers' attire and the tools they carry. Commissioners asked various questions regarding the program. **GM Barnette:** Introduced Dara Ball, Senior Systems Analyst II and Tai Ma, System Programmer I who work in LAAS; **Ms. Ball** introduced a website created by Mr. Ma that will be available to the canvassers; gave visual presentation of the prototype of the vouchers; canvassers will use existing cell phones and add a portable printer; challenge of finding a printer small enough; canvassers will print vouchers on stickers and place the stickers on the paperwork; commissioners were very excited about the proposed vouchers; Mr. Ma demonstrated the data entry that will be done by the canvassers; **Commissioner Zaft:** Asked how long the voucher will be good for. **Ms. Ball:** Stated they will be good for 60 days. **Commissioner Yañez:** Asked when the prototypes will be tested in the field and about the cost of the printers; **Ms. Ball:** Mentioned the cost will be about \$450 for the printers and the technology should be available by September.

Public Comment

**Phyllis Dougherty:** Recounted her positive interaction with canvassers near her rental property; discussed her personal experience with neighbors cited near that property; expressed her desire that certain administrative citations should be incurable until a re-inspection is completed by the canvassers.

**Commissioner Zaft:** Posed follow up questions about the various citations in the ACE program and the training given to canvassers. **Lieutenant Cessna** discussed the curable and incurable citations and the training available to canvassers. **Commissioner Gross:** Mentioned Lieutenant John Cessna's professionalism during his ride along with him when he was initially appointed to the commission; also expressed his confidence in the success of the ACE program.

- B. Staff Report and Recommendation to Approve** addition of ten additional zip codes to the list of zip codes authorized to participate in the SPAY4LA mobile spay/neuter program; and Authorize the Department to seek City Council approval to amend the terms of the current agreement with SPAY4LA to add these eligible areas (Action item; public comment limited to two minutes per speaker.)

**John Forland**, Senior Management Analyst II, presented a report regarding SPAY4LA mobile spay/neuter program and the expansion of the number of zip codes served. SPAY4LA has done nearly 3,000 surgeries. **Sandy Sagastume:** Is a representative from SPAY4LA who discussed the need for help with the 90037 zip code; informed board that members of the public would question why their zip code could not be serviced; mentioned that there are only one or two veterinarians for 10 zip codes. **Commissioner Zaft:** Questioned whether there will be a need to expand capacity if zip codes are added. **Ms. Sagastume:** Stated that locations would be rotated to accommodate increased service area; county will pay for county residents and city will pay for their residents; service between 28-30 pets per day normally; discussed how public trust was gained by being in the same locations consistently and because of that neighbors would spread the word. **Commissioner Gross:** Asked if any outreach is being done to community organizations. **Ms. Sagastume:** Stated affirmatively that outreach is being done to community organizations.

**Commissioner Zaft:** Expressed a desire to monitor how the expansion affects the monetary balance of the Animal Sterilization Fund. **GM Brenda Barnette:** Commented that \$7 of every \$20 dog license goes to the Spay/Neuter Fund. **Ms. Sagastume:** Stated that SPAY4LA purchased licenses from the department to sell on the mobile units. **John Forland:** Mentioned that the vote today will approve action since council approval is not needed; mention that Paul Makowski accepted a promotion and will be leaving the department.

**Commissioner Yañez** made a motion to approve the action. **Commissioner**

**Wolfson** seconded the motion. Approval 5-0.

Public Comment  
None

## **7. ADJOURNMENT**

**Commissioner Gross** made a motion to adjourn. **Commissioner Yanez** seconded motion. Motion passed 5 - 0.

Meeting ended at 11:20 a.m.