



BOARD OF ANIMAL SERVICES COMMISSIONERS
CITY OF LOS ANGELES

REGULAR MEETING AGENDA
Tuesday, January 22, 2019
9:00 A.M.

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

LARRY GROSS
President

OLIVIA E. GARCÍA
Vice-President

ALISA FINSTEN
JOSE SANDOVAL
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) 482-9558.

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

I. ADMINISTRATIVE APPEALS

- Dangerous Animal Case: DA 181559 WV**
Appellant(s): Ma Christina Agbulos
West Valley Animal Services Center: Captain Lorna Esparza
Complaining Witness: Viktoria Mogyoro

Dangerous Animal Case: BD 182427 NC
Appellant(s): Alexander McDonald and Crystal Stengstaken
North Central Animal Services Center: Lieutenant Angela Hooks
Complaining Witness: Karen Yefat El Hirschorn

II. 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. City of Los Angeles Procurement Process Presented by the Department of General Services (Discussion Item; Public comment limited to one minute per speaker).
- B. Approval of Minutes for the Meeting of January 8, 2019 (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. BOARD REPORTS

- A. Authorize Terms, Conditions and Restrictions for Dangerous Animal Case: 181384 WLA (Action Item; Public comment limited to two minutes per speaker).
- B. Authorize a Memorandum of Agreement Between the City of Los Angeles and Pedro Pet Pals for Animal Transportation Services (Action Item; Public comment limited to two minutes per speaker).
- C. Authorize the Use of Animal Welfare Trust Funds to Purchase a Two-Horse Trailer for Emergency Evacuations and Animal Transport (Action Item; Public comment limited to two minutes per speaker).
- D. Change in the Late-Term Spay Policy for Los Angeles Animal Services Dogs (Action Item; Public comment limited to two minutes per speaker).

7. ADJOURNMENT

Next Regular Meeting is scheduled for 9:00 A.M., February 12, 2019, at City Hall 200 North Spring Street, Room 1060, Los Angeles, CA 90012. (Enter on Main Street).

AGENDAS - The Board of Animal Services Commissioners (Board) meets regularly every second (2nd) and fourth (4th) Tuesday of each month at 9:00 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, 6th Floor, Suite 600, 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. (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.

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ASSISTANT GENERAL MANAGER
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DR. JEREMY PRUPAS
CHIEF VETERINARIAN

NOTIFICATION OF ADMINISTRATIVE APPEAL HEARINGS

To Be Held:
Tuesday, January 22, 2019, at 9:00 A.M.
City Hall
200 North Spring Street, 10th Floor, Room 1060
Los Angeles, CA 90012
(Entrance on Main Street)

This serves as formal notice pursuant to Section § 53.18(q) 4 of the Los Angeles Municipal Code (LAMC) to the following parties and witnesses in the appeal(s) listed below:

- 1. Dangerous Animal Case: DA 181559 WV**
Appellant(s): Ma Christina Agbulos
West Valley Animal Services Center: Captain Lorna Esparza
Complaining Witness: Viktoria Mogyoro
- 2. Barking Animal Case: BD 182427 NC**
Appellant(s): Alexander McDonald and Crystal Stengstaken
North Central Animal Services Center: Lieutenant Angela Hooks
Complaining Witness: Karen Yefat El Hirschorn

These hearings will not be rescheduled, except for good cause.

As a covered entity under Title II of the Americans with Disabilities Act, the City of Los Angeles does not discriminate on the basis of disability and, upon request, will provide reasonable accommodation to ensure equal access to its programs, services and activities. 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 additional information, please refer to the Board's "Rules and Procedures for Appeals", or contact the Department of Animal Services at (213) 482-9558, or visit the Department's website: <http://www.laanimalservices.com/>. Written statements are to be submitted to the Commission seven days prior and, if in excess of 50 pages, seven hard copies must be provided. You may submit your statement (50 pages or less) via email to: ani.commission@lacity.org.

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BOARD OF ANIMAL SERVICES COMMISSIONERS
CITY OF LOS ANGELES



MINUTES

TUESDAY, January 8, 2019 at 9:00 AM

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

Audio MP-3 Recording is available at www.laanimalservices.com

Larry Gross, President
Olivia E. García, Vice President
Alisa Finsten
Jose Sandoval
Roger Wolfson

Meeting called to order at 9:04 a.m. Commissioners present were García, Gross, Finsten (9:08 a.m.) Sandoval and Wolfson. Also present from Los Angeles Animal Services (LAAS) was General Manager (GM) Brenda Barnette, Assistant General Manager (AGM) MeLissa Webber, Commission Executive Assistant, LaTonya Dean and Assistant City Attorney (ACA) Dov Lesel.

Commissioner Gross opened the meeting, introduced staff and provided an overview of the meeting agenda.

REGULAR COMMISSION MEETING

1. PUBLIC COMMENT

Michelle Kelly, Los Angeles City Chapter of the House Rabbit Society, read a social media post regarding the rabbit population at the South Los Angeles Animal Center which stated that the rabbits were in immediate danger. As she read the post when she got to the part which noted that it was the "last call" for the rabbits and she stated "you know what that means" she moved her finger across her throat in a slashing motion indicating the end for the rabbits. Ms. Kelly noted that she later found out that the post was incorrect and it led to a number of rabbits being fostered to an organization that put the rabbits in a worse situation than that at the shelter.

Barbara Trelease, volunteer and LA Rabbit Foundation, noted that rabbits were not good options for fostering because they have special needs. She would like to know what type of screening takes place when fostering rabbits.

Phyllis Daugherty, Animals Issues Movement, spoke about one of her tenants that had a rabbit in a cage where it could barely move and noted that there was absolutely nothing she could do about it because of rent control laws. She also stated that more emphasis should be put on who adopts rabbits and what type of training is provided to adopters. She briefly noted an incident where an ACT was bitten at the East Valley Animal Center.

- 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) (Taken Out of Order – After Item 3)

Public Comment:
None.

3. COMMISSION BUSINESS (Taken Out of Order – After Item 6.A)

A. Approval of the Minutes for Meeting of December 11, 2018.

Public Comment:
None.

Commissioner Sandoval moved to approve the minutes of December 11, 2018. **Commissioner Wolfson** seconded and the motion was approved by a unanimous vote of 5-0.

Ayes: García, Gross, Finsten, Sandoval and Wolfson

Noes: None.

Absent: None.

4. ORAL REPORT OF THE GENERAL MANAGER (Taken Out of Order – After Item 6.B)

GM Barnette discussed the following:

- Noted she had read an incident report regarding an ACT that was bitten, but did not have other information.
- The Department has over 300 rabbits and is working with rabbit advocates and partners to do more in the way of adoptions. The Department reached out to two new potential New Hope Partners that may be able to assist with taking some of the rabbits. Staff had discussions about scheduling a meeting to sit down and work out a plan to manage the rabbit population. **Commissioner Sandoval** asked if the rabbits were being spayed or neutered before they were given to rescue groups. **GM Barnette** responded that if they were adopted they were spayed and neutered, and rabbits that were given out to New Hope Partners would be required to provide a certificate confirming the rabbits were spayed and neutered within 30 days.
- Department officers were in Butte County helping in Paradise following the fires in the area. The Department was still looking into legal animal hold laws and was not taking animals from Butte County at this time.
- During the holidays a group of 12-16 year old volunteers assembled 300 adoption packages.
- A holiday luncheon was held for the administrative staff and the Department had puppies that went to the Mayor's Office for their holiday party.

- Staff was asked to slow down the weekly distribution of the volunteer newsletter so that more focus can go to other things in the program.
- There was an outpouring of donations during the holidays. Our animal centers were filling up and rescue groups were assisting to get all of the donations distributed.
- The Department was waiting to find out if the Los Angeles Unified School District was going on strike this week as there may be child care issues related to the strike. Staff was working on some ideas for volunteer jobs so that the youth can have meaningful experiences while being helpful to us.
- The Department collaborated with ITA with its "One Call to City Hall" services. On December 17th the Department initiated a soft launch of both the 311 Call Center answering the Department's non-urgent calls through our 800 number and public access to service requests through MY311LA.
- The Department conducted a customer service survey in December with an outreach to customer contacts between July 1 and September 31. The outreach was to 1,675 customers and the Department received 177 responses.

Commissioner Gross asked how the participants are selected for the customer service survey. **GM Barnette** responded that she believed the information was gathered from our database.

Public Comment:

Phyllis Daugherty stated that every employee injury is serious, especially when it's a bite that could have been avoided if the employee hadn't been put into a deliberate position. She also wanted to know why donation materials were not being sent to Butte County and if we are so understaffed why are we constantly on standby for events taking place up north.

Michelle Kelly noted that a new law took effect on January 1st and as a result Rabbit Rescue Inc. in Paramount chose rabbits in Petco stores. They will be constantly coming to get rabbits as openings occur and so far they were able to get 29 rabbits out of various area shelters. She also stated they have a large number of white pink/rabbits and are utilizing mobiles to get them adopted.

5. COMMISSIONERS' ORAL REPORTS AND FUTURE AGENDA ITEMS (Taken Out of Order - After Item 1)

Commissioner Sandoval: Stated they (community groups) were planning a pet fair in Council District 7 on March 7, 2019 with Councilmember Rodriguez. He hoped to have City services available to provide vouchers and licensing service at the event and stated he would be working with the Department to coordinate the effort.

He also noted that he would like to make rabbits a priority and would like to initiate and changes that need to be done. He suggested forming a sub-committee on rabbits to figure out what needed to be done and looked to the Chair for the process. Commissioner Gross advised that the Commission could seek a report from the general manager on the subject of rabbits.

Commissioner Finsten: Passed.

Commissioner García: Wished everyone a Happy New Year and hoped that the new year was great for the Board of Animal Services Commissioners. She also stated that she was on board to support Commissioner Sandoval's March 7th event in Council District 7.

Commissioner Wolfson: Would like staff to follow up with the comments provided during public comment by the rabbit community speakers.

Commissioner Gross: Reported that Assemblymember Adrin Nazarian would be hosting a 'Tenants Rights' forum at the Van Nuys State Building on January 17th at 6:00 p.m. At that event attendees would be able to raise issues regarding pets and housing and the rights of tenants and landlords. The Housing Department was also planning an event in January, but it was pushed out to a later date.

Public Comment:
None.

6. Board Reports

- A. Authorize the Use of Animal Welfare Trust Funds to Purchase Canine Influenza Vaccines for Shelter Dogs.

Jeremy Prupas, Chief Veterinarian reported that since July 2017 the Department administered the canine influenza vaccines to all incoming dogs as well as a booster if the dogs remained in the center for more than two weeks. This was started in response to an ongoing potential of the canine influenza being transmitted throughout the shelter centers. **Commissioner Gross** asked if there had been cases reported in the centers. **Dr. Prupas** responded that there had not been any reports in the City of Los Angeles, but there were some cases in surrounding areas such as Central and Northern California and Las Vegas, Nevada. **Commissioner Finsten** asked how long the \$200,000 supply of vaccines would last. **Dr. Prupas** responded that the amount should last about two years. **Commissioner Sandoval** asked if this amount could be included in the budget for next year. **Dr. Prupas** replied that the Department could try to add the amount to the budget, but there was no guarantee that it will be approved by the City. **Commissioner Wolfson** asked if there was a way to bring down the cost of the vaccines. **Dr. Prupas** responded that there wasn't and that the Department had received a lower price for the vaccine.

Public Comment:
None.

Commissioner Wolfson made a motion to authorize the use of the Animal Welfare Trust Funds to purchase canine influenza vaccines for shelter dogs. **Commissioner García** seconded and the motion was approved by unanimous vote of 5-0.

Ayes: García, Gross, Finsten, Sandoval and Wolfson

Noes: None.

Absent: None.

B. Authorize the Use of Animal Sterilization Trust Funds for Two Free Spay and Neuter Campaigns for Cats and Kittens. (Taken Out of Order – After Item 3)

Commissioner García inquired as to when the campaigns would take place. **Commissioner Gross** responded that they would take place in March and August of 2019. **Commissioner Sandoval** wanted to know if there could be a future campaign for spay and neuter of pit bulls and Chihuahuas. **Commissioner Gross** replied that while we are hitting the numbers for dogs, our emphasis had been focused on cats and kittens.

Public Comment:

Phyllis Daugherty noted that there is an understanding of why we need animal limits to try to convince people about cats and we need strict controls on the number of animals allowed by owners. She also noted that the report did not mention that the animals needed to be owned by someone.

Diana Mendoza, PETA, stated that last year a mobile veterinarian as well as others throughout South Los Angeles did not know about the campaign and she hoped that more outreach is done to advertise the events. She also noted that she totally supported Commissioner Sandoval's thoughts on a campaign for dogs. Lastly she commented that she knew of someone who was able to get feral cats spayed and neutered through the program.

GM Barnette reported that the campaign would cover three cats per household and if a person had already received vouchers in the past, the Department would inquire as to why three more were needed. Further she reported that all literature would indicate that the vouchers were for pet cats only. Last year, the Department learned that we were overwhelmed and at that point the vouchers were put online which allowed people to download the application and send it in. **GM Barnette** stated she hoped to get bar codes added for single use, but due to staffing changes was unable to implement this system. **Commissioner Gross** asked if there was a plan to publicize the campaign. **GM Barnette** responded that there was a plan to publicize the campaigns and that went into the times selected for both campaigns. **Commissioner Wolfson** asked what the timeline was for reaching 'No Kill.' **GM Barnette** responded that the Department did not have a lot of control due to the injunction on spaying and neutering of cats, but hoped to be in court to challenge it by the end of the year.

Commissioner Wolfson moved to authorize the use of Animal Sterilization Trust Funds for two free spay and neuter campaigns for cats and kittens. **Commissioner Sandoval** seconded and the motion was approved by a unanimous vote of 5-0.

Ayes: García, Gross, Finsten, Sandoval and Wolfson

Noes: None.

Absent: None.

7. ADJOURNMENT

Meeting ended at 9:55 a.m.

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Report to the Board of Animal Services Commissioners

MEETING DATE: January 22, 2019

PREPARED BY: LaTonya Dean

REPORT DATE: January 16, 2019

TITLE: Commission Executive Assistant

**SUBJECT: AUTHORIZE TERMS, CONDITIONS AND RESTRICTIONS FOR DANGEROUS
ANIMAL CASE: DA 181384 WLA**

BOARD ACTION RECOMMENDED:

APPROVE the Terms, Conditions and Restrictions for Dangerous Animal Case: DA 181384 WLA.

BACKGROUND:

On November 27, 2018, the Board of Animal Services Commissioners held an administrative appeal hearing for Dangerous Animal Case: DA 181384 WLA. At the hearing the Board discussed the merits of the hearing examiner's report and made the decision to reverse the general manager's decision to declare the appellant's dog to be a Dangerous Animal and to instead issue Terms, Conditions and Restrictions.

SUMMARY:

Department staff has drafted Terms, Conditions and Restrictions relative to the case for the Board's consideration.

FISCAL IMPACT:

There is no fiscal impact to the General Fund.

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Report to the Board of Animal Services Commissioners

SUBJECT: APPROVAL OF TERMS, CONDITIONS AND RESTRICTIONS FOR DANGEROUS
ANIMAL CASE: DA 181384 WLA

Approved:

Brenda Barnette

Brenda Barnette, General Manager

Attachment: Draft Terms, Conditions and Restrictions – DA 181384 WLA

BOARD ACTION:

_____ Passed	Disapproved _____
_____ Passed with noted modifications	Continued _____
_____ Tabled	New Date _____

**NOTICE OF ORDER
TERMS AND CONDITIONS**

DA 181384 WLA

Elizabeth A. Gadzimugometovas


For the following animal:

BONEZI: EXPIRED LICENSE AND RABIES VAC.

- 1) Prior to redeeming your dog Bonezi, you shall notify the department of Animal Services the address where your dog Bonezi will be kept and secured. You shall also allow a department representative to conduct a property inspection at that location.
- 2) Prior to redeeming your dog Bonezi, you shall pay all applicable fees and update your dog Bonezi's license and rabies vaccination. You shall also maintain a current dog license and provide current proof of rabies vaccination for your dog Bonezi.
- 3) You shall not allow your dog Bonezi to be off leash in any public place, business and/or "off leash" dog park. Your dog Bonezi must be wearing a muzzle anytime it is off of your property. The muzzle shall fit adequately and prevent the dog from biting another animal or human. The muzzle must not interfere with the dog's respiration.
- 4) You shall maintain your dog Bonezi within the City of Los Angeles in the following manner:
 - a) Adequately secured in your yard and/or inside your dwelling;
 - b) Inside the confines of your fenced locked yard;
 - c) At a legally permitted or licensed veterinary or kennel facility;
 - d) Safely inside a vehicle during transportation in compliance with the CA Vehicle Code, or;
 - e) Under direct physical control by means of a leash in compliance with LAMC § 53.06.2
- 5) You shall ensure that all access doors and/or gates leading into your enclosed yard are secured and locked when your dog Bonezi is maintained therein.
- 6) You shall, for identification purposes, microchip your dog Bonezi and report the microchip information to the Field Supervisor, West Los Angeles Animal Services Center 11361 West Pico Blvd Los Angeles, California 90064, (213) 485-0494; within thirty (30) days of receipt of this notification.
- 7) You shall notify the Field Supervisor at the West Los Angeles Animal Services Center 11361 West Pico Blvd Los Angeles, California 90064, (213) 485-0494; anytime:
 - a) Upon permanent transfer of ownership or relocation of your dog Bonezi within the City of Los Angeles;

- b) Your dog Bonezi attacks, bites or causes injury to any human being or other animal, or;
 - c) Your dog Bonezi escapes from your property.
- 8) All persons having custody of your dog Bonezi shall comply with this Notice of Order.
- 9) You shall post warning signs at all access points on your property leading into the enclosed yard to alert persons entering your yard of a *potentially dangerous animal*, within thirty (30) days of this notification. This sign must contain a symbol which would alert children of the possible danger of an aggressive dog being maintained on the property. As described in Section 53.34.3 (3)
- 10) You shall make repairs and/or alterations regarding your yard perimeter fencing pursuant to your dog's Bonezi ability to stick its head out and/or squeeze through, dig under or jump over the fencing.
- 11) You shall secure a chain and lock to all access points (i.e. pedestrian gate(s) and driveway gates) of your perimeter fencing.
- 12) In addition to the dog license tax and fee, you shall pay a Restricted Dog Permit fee of \$120.00 annually. Per Section 53.34.3 (1) Los Angeles Municipal Code
- 13) You shall also obtain and maintain liability insurance in an amount not less than \$100,000.00 or in an amount determined by the City Risk Manager, provide proof of insurance and notify the City at least thirty (30) days prior to cancellation or non-renewal of the insurance coverage. Per Section 53.34.3 (2) Los Angeles Municipal Code
- 14) You and your dog Bonezi shall obtain training from a professional dog trainer that is a **(CPDT-KSA)** Certified Professional Dog Trainer-Knowledge and Skills Assessed. The training is to counter condition your dogs aggressive behavior towards other animals. The training must also be continued until a professional dog trainer deems you and your dog are adequately trained. A written statement from the professional dog trainer must be submitted to the Field Supervisor, West Los Angeles Animal Services Center 11361 West Pico Blvd Los Angeles, California 90064, (213) 485-0494; within thirty (30) days of receipt of this notification. The report shall include the following:
- a) A description of the training your dog received;
 - b) A description of the training you received to reinforce the dogs' training;
 - c) and the trainers recommendations.
- 15) You and/or anybody who is in care, custody or control of your dog Bonezi shall obey all laws pertaining to animal ownership within the City of Los Angeles.

Failure to comply with the General Managers Notice of Order Terms, Conditions and Restrictions will result in an Administrative Revocation Hearing.

Brenda F. Barnette
General Manager

Date

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Report to the Board of Animal Services Commissioners

MEETING DATE: January 22, 2019

PREPARED BY: Annette Ramirez

REPORT DATE: January 16, 2019

TITLE: Director of Field Operations

SUBJECT: AUTHORIZE A MEMORANDUM OF AGREEMENT BETWEEN THE CITY OF LOS ANGELES AND PEDRO PET PALS FOR ANIMAL TRANSPORTATION SERVICES

BOARD ACTION RECOMMENDED:

APPROVE a Memorandum of Agreement (MOA) between the Department of Animal Services and Pedro Pet Pals with a term of two years for animal transportation services.

BACKGROUND:

Throughout the year, Los Angeles Animal Services (LAAS) participates in various mobile and off-site adoption events across the City of Los Angeles in hopes of finding shelter animals homes of their own. Assistance is often needed to transport the animals to and from the adoption events. Pedro Pet Pals would like to assist LAAS by providing animal transportation services.

SUMMARY:

Pedro Pet Pals has been a long-time partner with LAAS, having raised funds to provide materials and equipment such as kennel beds, leashes and harnesses, toys, grooming supplies and a hand held blood analyzer to animal services centers. Pedro Pet Pals has offered to extend further assistance to the LAAS by providing free transportation of animals to and from adoption events through the acceptance of an MOA with LAAS.

The proposed MOA is for a two year term and would require Pedro Pet Pals to adhere to conditions including (but not limited to) the following:

- The transportation vehicle must be maintained in proper working condition, including but not limited to a properly functioning heating and air conditioning system;
- The number of animals transported shall not exceed the safety capacity;
- All un-adopted animals must be returned to the shelter of origin within two hours of the conclusion of off-site adoption events;

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Report to the Board of Animal Services Commissioners

SUBJECT: AUTHORIZE A MEMORANDUM OF AGREEMENT BETWEEN THE CITY OF LOS ANGELES AND PEDRO PET PALS FOR ANIMAL TRANSPORTATION SERVICES

- The transportation vehicle shall be cleaned and sanitized before, during and after use as appropriate; and
- LAAS will have the sole discretion for selection of animals to attend off-site adoption events.

Pedro Pet Pals would provide transportation using a large, modified bus which is equipped with banks of cages, two get acquainted rooms, a medical room and a seating area. The adoption of an MOA would protect both the City and Pedro Pet Pals by providing clear expectations and requirements of both parties involved.

FISCAL IMPACT:

There is no fiscal impact to the General Fund as Pedro Pet Pals would cover all cost associated with transporting animals to and from adoption events.

Approved:

Brenda Barnette
Brenda Barnette, General Manager

BOARD ACTION:

_____ Passed	Disapproved _____
_____ Passed with noted modifications	Continued _____
_____ Tabled	New Date _____



City of Los Angeles
Department of Animal Services

AGREEMENT NUMBER _____

MEMORANDUM OF AGREEMENT

WITH PEDRO PET PALS, INC.

To Provide Transportation Services
For Department Animals

MEMORANDUM OF AGREEMENT
BETWEEN CITY OF LOS ANGELES
AND PEDRO PET PALS, INC.

TO PROVIDE TRANSPORTATION SERVICES
FOR DEPARTMENT ANIMALS

City Agreement Number _____

THIS AGREEMENT ("AGREEMENT") is made and entered into as of _____, 2019, by and between the City of Los Angeles, a municipal corporation ("CITY"), acting by and through the Department of Animal Services ("DEPARTMENT") and PEDRO PET PALS ("PEDRO PET PALS" or "CONTRACTOR"), a nonprofit public benefit corporation located at 1106 Westmont Drive, San Pedro, California 90731-1141.

WHEREAS, PEDRO PET PALS supports a partnership with DEPARTMENT to transport DEPARTMENT animals to off-site adoption events and the DEPARTMENT desires to use the transportation services offered by the CONTRACTOR for such off-site events; and

WHEREAS, the Board of Commissioners of the DEPARTMENT approved the AGREEMENT on _____, 2019.

NOW THEREFOR, DEPARTMENT and CONTRACTOR agree as follows.

ARTICLE I.
INTRODUCTION

A. Purpose of this AGREEMENT

1. The purpose of this AGREEMENT is for CONTRACTOR to provide transportation services for DEPARTMENT animals to attend off-site events via a bus modified for animal transport.
2. DEPARTMENT and CONTRACTOR hereby agree that they each shall take all steps legally required of them and available to them to permit each of them to perform their respective obligations pursuant to this AGREEMENT in a timely manner.

B. Representative of the Parties and Service of Notices

1. The representative of the respective parties authorized to administer this AGREEMENT, and to whom formal notices, demands, and communications shall be given are as follows:
 - a. The representative of the DEPARTMENT shall be, unless otherwise stated in this AGREEMENT:

Brenda F. Barnette, General Manager
Department of Animal Services
221 North Figueroa Street, Suite 600
Los Angeles, CA 90012
Email: brenda.barnette@lacity.org
Phone: (213) 482-9558

- b. The representative of CONTRACTOR shall be, unless otherwise stated in this AGREEMENT:

Theresa Sardisco
1106 Westmont Drive
San Pedro, CA 90731-1141
Email: Theresa.sardisco@gmail.com
Phone: (424) 241-2726

2. Formal notices, demand, and communications required hereunder by either party shall be made in writing and may be effected by personal delivery or by registered or certified mail, postage prepaid, return receipt requested and shall be deemed communicated as of the date of mailing.
3. If the name of the person designated as the CONTRACTORS's representative to receive the notices, demand, or communications ceases to perform that role for CONTRACTOR, or if the address of such person is changed, written notice shall be given, in accordance with Article 1, within five (5) working days of said change.
4. The relationship of the parties under this AGREEMENT is and at all times shall remain solely that of independent contractors to each other. Neither the CITY nor the CONTRACTOR undertakes nor assumes any responsibility or duty except as expressly provided herein. Except as specified in writing, no party shall have any authority to act as an agent for any other or to bind any other to any obligation.

ARTICLE II.

TERM AND SERVICES TO BE PROVIDED

A. Time of Performance

The term of this AGREEMENT shall be for two years and commence on the date written above once this agreement is signed by both parties. The AGREEMENT may be renewed thereafter by the parties upon proper approval and in a written amendment, to be mutually agreed upon at least 60 days prior to the expiration of the current AGREEMENT.

Any modification of the AGREEMENT shall be by written amendment properly executed by both parties.

B. Services to be provided and Scope of Work

1. CONTRACTOR shall provide transportation services for DEPARTMENT animals to attend off site adoption events at no cost to DEPARTMENT using a bus that has been converted to an animal transportation vehicle. Conversion of the bus complies with all laws and regulations of the State of California, and specifically, the Department of Motor Vehicles and the California Vehicle Code.
2. CONTRACTOR shall ensure transportation vehicle is maintained in proper working condition, including but not limited to heating and air conditioning.
3. CONTRACTOR shall ensure transportation vehicle is operated in a safe manner so as not to endanger the public or the animals being transported. The number of animals transported at any one time shall not exceed the safe capacity.
4. DEPARTMENT shall notify CONTRACTOR of off-site events which may benefit from the CONTRACTOR's transportation services for animal transportation within five (5) working days of committing to the event.
5. CONTRACTOR shall notify the DEPARTMENT within five (5) working days of being notified of CONTRACTOR's ability to provide transportation for the event.
6. CONTRACTOR shall return all un-adopted animals to the shelter of origin within two hours of the conclusion of the off-site event.
7. CONTRACTOR shall be responsible for cleansing and sanitizing vehicle before, during and after use as appropriate.
8. DEPARTMENT shall have sole discretion for selection of animals to attend off site events and shall make such selections in accordance with DEPARTMENT practice and policy.
9. DEPARTMENT shall not pay CONTRACTOR any amount and shall have no expenses, obligations or costs associated with the transportation.

ARTICLE III. PROVISIONS OF LAW; STANDARD CITY PROVISIONS; SEVERABILITY

A. Provisions of Law

The parties agree that this AGREEMENT is subject to all applicable federal, state, and local laws, the Los Angeles City Charter and codes, and any applicable rules

and regulations enacted by independent commission of the City (collectively, "Laws"). If any article, part, or provision of this AGREEMENT is in conflict or inconsistent with such laws, or is otherwise held to be invalid or unenforceable by any court of competent jurisdiction, such AGREEMENT article, part, or provision will be suspended and superseded by such Laws and/or court ruling, and the remainder of this AGREEMENT will not be affected thereby.

B. Standard Provisions for City Contracts

The AGREEMENT is also subject to the Standard Provisions for City Contracts (Rev 10-17 v.3). CONTRACTOR agrees to comply with the Standard Provisions for City Contracts (Rev 10-17 v.3), incorporated herein by this reference.

C. Severability

The DEPARTMENT and CONTRACTOR agree that if any part, term or provision of this AGREEMENT is found to be invalid, illegal, or unenforceable, such invalidity, illegality, or unenforceability shall not affect other parts, terms, or provisions of this AGREEMENT, which shall be given effect without the portion held invalid, illegal, or unenforceable, and to the extent the parts, terms and provisions of this AGREEMENT are severable.

ARTICLE IV. WARRANTIES

A. Insurance Requirements

For the period covering this AGREEMENT, and without limiting CONTRACTOR indemnification of the CITY, CONTRACTOR shall maintain a policy of comprehensive general liability insurance or commercial general liability insurance at the CONTRACTOR's sole expense insuring CONTRACTOR against the liability arising out of the ownership, use, occupancy or maintenance of the vehicle used to execute this AGREEMENT. The amount of such insurance shall be One Million Dollar (\$1,000,000.00) per occurrence and Two Million Dollars (\$2,000,000.00) in the aggregate, covering single limit bodily injury, property damage and personal injury. The policy shall name the City of Los Angeles as an additional insured and shall be in a form acceptable to the Office of the City Administrative Office, Risk Management.

B. Indemnity

Except for the gross negligence or willful misconduct of CITY, CONTRACTOR undertakes and agrees to defend, indemnify and hold harmless CITY and any and all of CITY's boards, officers, agents, and employees from an against all suits and causes of action, claims, losses, demands and expenses, including, but not limited to reasonable and necessary attorney's fees and cost of litigation, damage or liability

of any nature whatsoever, that may arise out of or in connection with the performance under this AGREEMENT.

ARTICLE V. MISCELLANEOUS

A. Board Authorization

This AGREEMENT is expressly conditioned upon approval by the DEPARTMENT's Board of Animal Services Commissioners.

B. Amendments to AGREEMENT

Any changes to this AGREEMENT shall be by written amendment properly executed by both parties.

C. Termination of AGREEMENT

1. Termination for Convenience

- a. DEPARTMENT may terminate this AGREEMENT at any time by giving fourteen (14) days written notice thereof. CONTRACTOR shall have no claims against CITY under this AGREEMENT.

2. Termination for Breach of AGREEMENT

- a. If CONTRACTOR fails to perform any of the provisions of this AGREEMENT and does not cure such default or provide a cure which is acceptable to DEPARTMENT within the time permitted by the CITY, then DEPARTMENT may terminate this AGREEMENT.
- b. If CONTRACTOR engages in any dishonest conduct related to the performance or administration of this AGREEMENT or violates CITY'S policies, DEPARTMENT may immediately terminate this AGREEMENT.
- c. If after notice of termination of this AGREEMENT under the provisions of this Article, it is determined for any reason that CONTRACTOR was not in default under the provisions of his Article, or that the default was excusable under the terms of this AGREEMENT, the rights and obligations of the parties shall be the same as if the notice of termination had been issued pursuant to "Termination for Convenience."

D. Entire AGREEMENT

1. This AGREEMENT constitutes the entire AGREEMENT between parties.

2. Any prior AGREEMENTS, promises, negotiations, or representations not set forth in this AGREEMENT are of no force or effect.
3. In the event of any inconsistency between the provisions in the body of this AGREEMENT and the Standard Provisions for City Contracts, the provisions in the body of this AGREEMENT take precedence.

IN WITNESS THEREOF, the parties hereto have caused this AGREEMENT to be executed by their authorized representatives.

**The City of Los Angeles,
Department of Animal Services**

By _____
Brenda F. Barnette, General Manager

Date: _____

**APPROVED AS TO FORM:
MICHAEL N. FEUER, City Attorney**

By _____
Dov S. Lesel, Assistant City Attorney

Date: _____

**ATTEST:
HOLLY WOLCOTT, City Clerk**

By _____
Deputy City Clerk

Date: _____

CONTRACTOR – PEDRO PET PALS

By _____

(Print name) _____

Date: _____

(second signature required of corporations)

By _____

Date: _____

Los Angeles City Business Tax License Number: _____
Taxpayer Identification Number: 26-3414901
City Agreement Number: _____

**BOARD OF
ANIMAL SERVICES
COMMISSIONERS**

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PRESIDENT

OLIVIA E. GARCIA
VICE PRESIDENT

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**DEPARTMENT OF
ANIMAL SERVICES**
221 N. Figueroa Street
6TH Floor, Suite #600
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BRENDA F. BARNETTE
GENERAL MANAGER

TAMMY WATSON
ASSISTANT GENERAL MANAGER
Administration

MELISSA WEBBER
ASSISTANT GENERAL MANAGER
Lifesaving

DR. JEREMY PRUPAS
CHIEF VETERINARIAN

Report to the Board of Animal Services Commissioners

MEETING DATE: January 22, 2019

PREPARED BY: Brenda Barnette

REPORT DATE: January 16, 2019

TITLE: General Manager

SUBJECT: AUTHORIZE THE USE OF ANIMAL WELFARE TRUST FUNDS TO PURCHASE A TWO-HORSE TRAILER FOR EMERGENCY EVACUATIONS AND ANIMAL TRANSPORT

BOARD ACTION RECOMMENDED:

APPROVE the use of up to \$30,000 in Animal Welfare Trust Fund to purchase a two-horse trailer for emergency evacuations and animal transport.

BACKGROUND

In the wake of the recent wildfires in southern and northern California it is important that Los Angeles Animal Services (LAAS) has the necessary equipment to prepare for the evacuation of animals. As such, the LAAS is seeking to purchase a two-horse trailer to transport animals, primarily in emergency situations such as wildfires, floods and earthquakes.

SUMMARY

LAAS currently has two, four-horse trailers for horse transportation, however only four people in LAAS are licensed to legally drive them. A two-horse trailer would allow any Class C licensed staff the ability to drive the trailers, which are more maneuverable and overall easier to drive than the larger trailers. A two-horse trailer is also recommended as it is more nimble and manageable for emergency operations, creating a safer position for both the animals and LAAS staff during an evacuation. Additionally, the trailers are versatile and can be used to transport other animals such as sheep, pigs and goats, as well as supplies and materials.

Staff has conducted research and requested quotes from horse trailer retailers on different trailer types and expect the purchase of the trailer to be up to \$30,000. The final product selection would be based on various product factors including material type (fiberglass versus steel), load capacity, hitch style and horse loading types (straight load versus slant load).

Report to the Board of Animal Services Commissioners

SUBJECT: AUTHORIZE THE USE OF ANIMAL WELFARE TRUST FUNDS TO PURCHASE A
TWO HORSE TRAILER FOR EMERGENCY EVACUATIONS AND ANIMAL
TRANSPORT

FISCAL IMPACT:

There is no fiscal impact to the General Fund. The purchase of the horse trailer would be expended from the Animal Welfare Trust Fund.

Approved:

Brenda F. Barnette

Brenda F. Barnette, General Manager

BOARD ACTION:

_____	Passed	Disapproved	_____
_____	Passed with noted modifications	Continued	_____
_____	Tabled	New Date	_____

**BOARD OF
ANIMAL SERVICES
COMMISSIONERS**

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PRESIDENT

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BRENDA F. BARNETTE
General Manager

TAMMY WATSON
Assistant General Manager
Administration

MELISSA WEBBER
Assistant General Manager
Administration

DR. JEREMY PRUPAS
Chief Veterinarian

Report to the Board of Animal Services Commissioners

MEETING DATE: January 22, 2019

PREPARED BY: Brenda Barnette

REPORT DATE: January 18, 2019

TITLE: General Manager

SUBJECT: CHANGE IN THE LATE-TERM SPAY POLICY FOR LAAS DOGS

BOARD ACTIONS FOR CONSIDERATION:

THAT THE BOARD, consider a change in the late-term spay policy for dogs and the associated program to make late-term pregnant dogs available to Department foster volunteers, or to be fostered by New Hope Rescue Partners if no Department Foster Volunteers are available and if the attending LAAS staff veterinarian feels that the pregnant dog is healthy enough to give birth without jeopardizing her health and that of the puppies.

BACKGROUND:

The Department of Animal Services spays pregnant dogs regardless of where they are in the pregnancy. This practice seemed to develop from a belief that it is better to prevent any animal births at all to reduce the number of dogs in Los Angeles.

July 23, 2013 the Commission considered this policy. After a careful, detailed and heart felt discussion, they determined that the Department did not have the resources to add a foster program for puppies, that since we were still putting down dogs for space in our six LA City Animal Services Centers that it was not appropriate to kill adult dogs to make space for new born puppies. They recommended that this policy be revisited when LAAS was saving more dogs.

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At the end of calendar year 2018, 93+% of the dogs entering the LA City Animal Services Centers were either adopted, reunited with their families or released to New Hope Rescue Partners or other partners.

DISCUSSION:

Some agencies restrict spaying pregnant dogs to those who have not reached the late-term pregnancy. Sterilization of pregnant dogs during late-term pregnancy can create additional surgical risks for the dog as can allowing an older dog who is not in good health to go full-term and give birth. The final decision must be determined by a staff veterinarian.

We propose that, if staff suspects a dog is pregnant, we will take a radiograph. If the puppies' skeletons show up on a radiograph then we know the dog is at least 42 days into gestation and the staff veterinarian handling the case can decide at that point what to do. If there are no visually skeletized fetuses, this would indicate that the dog is not in late-term pregnancy and the dog would be spayed.

RECOMMENDATION:

To balance the need to spay all dogs while humanely addressing the possibility that the dog may be in late-term pregnancy, and safeguarding the mother dogs' health, the Department recommends:

1. Unless the attending staff veterinarian believes the mother is at risk, dogs in late-term pregnancy would be allowed to give birth at the shelter and/or placed in a foster home to give birth if an experienced foster is available. The mother dog would be returned to the shelter when the pups are weaned at six weeks old and her litter would be returned to the shelter at eight weeks for spay/neuter surgeries. These puppies will not be available to New Hope Rescue Partners and rescues. These puppies could provide dogs for pet stores or they could be adopted from one of our six City shelters.
2. If no foster volunteer is available, an exemption to the New Hope Policy could be made allowing New Hope Rescue Partners to serve as foster volunteers for the Department for the pregnant mother, and subsequent litter. The New Hope Rescue Partner agrees to assume financial responsibility although the dog and the puppies will be owned by the Department until LAAS receives proof that they have been altered and microchipped. The Department will provide spay/neuter vouchers.

FISCAL IMPACT:

None. We believe that the additional adoption revenue for the puppies will offset the cost for the Department to provide formula, puppy food, deworming, vaccinations.

Approved:

Brenda F. Barnette

Brenda Barnette, General Manager

BOARD ACTION:

_____ Passed	Disapproved _____
_____ Passed with noted modifications	Continued _____
_____ Tabled	New Date _____