



BOARD OF ANIMAL SERVICES COMMISSIONERS
CITY OF LOS ANGELES

SPECIAL MEETING AGENDA
Tuesday, December 17, 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. SPECIAL 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)

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. Approval of Minutes for the Meeting of November 12, 2019. (Action Item)
- B. 2020 Commission Meeting Schedule

4. ORAL REPORT OF THE GENERAL MANAGER

- A. Update on Events and Activities since last Meeting
- B. Report back on concerns expressed by some LAAS Volunteers

5. COMMISSIONERS' ORAL REPORTS AND FUTURE AGENDA ITEMS

6. BOARD REPORTS

- A. Acceptance of Donation From The Ardon v. City of Los Angeles Qualified Settlement Fund on behalf of the Los Angeles Department of Animal Services (Action Item)
- B. Change of Start Time for the 2020 Board of Animal Services Commissioners Meetings from 9:00 a.m. to 10:00 a.m.

7. ADJOURNMENT

Next Regular Meeting is scheduled for 9:00 A.M., January 14, 2020, 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 <https://www.laanimalservices.com/about-us-2/commission/#three>

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, November 12, 2019 at 9:00 AM

LOS ANGELES CITY HALL, ROOM 1060
200 N. 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 9:17 a.m. Commissioners present were Gross, García, and Sandoval. Also present from Los Angeles Animal Services (LAAS) was General Manager (GM) Brenda Barnette, Assistant General Manager (AGM) Tammy Watson, Assistant General Manager (AGM) MeLissa Webber, Board Secretary Francine Acuña, and Assistant City Attorney (ACA) Dov Lesel.

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

I. ADMINISTRATIVE APPEALS

1. Dangerous Animal Case: DA 191120 NC

Appellant(s): Sarah Hong, Ki Hong
North Central Animal Services Center: Lieutenant Aaron Owen
Complaining Witness: Michelle Nadar

The Board discussed the merits of the appeal, the evidence provided to the Hearing Examiner, and the grounds supporting the General Manager's determination. The Board found that the evidence supports the decision of the General Manager's determination.

ACA Dov Lesel stated we could continue the hearing to allow behaviorist Brandon Fouche to assess the dog and determine whether he declares the dog is dangerous or not. We would ask him to provide the Department with a written report on his assessment and bring back to Commission. If he feels the dog is not dangerous then at that point it could be heard again and possibly consider terms and restrictions to place the dog outside of the City of Los Angeles.

Commissioner Gross made a motion to continue the hearing to allow behaviorist Brandon Fouche to assess the dog and determine whether he declares the dog is dangerous or not. Ask him to provide the Department with a written report and bring back to Commission.

Commissioner García seconded and the motion was approved by a vote of 3-0.

Ayes: Gross, García, Sandoval,

Noes: None.

Absent: Finsten, Wolfson

2. Barking Revocation Animal Case: BR 192153 WV

Appellant: Gil S. Hernandez

West Valley Animal Services Center: Captain Lorna Esparza

Complaining Witness: Louis Cantilo, Rebecca Lewinter, Carol Reinstein

The Board discussed the merits of the appeal, the evidence provided to the Hearing Examiner, and the grounds supporting the General Manager's determination. The Board found that the evidence supports the decision of the General Manager's determination.

Commissioner Gross made a motion to uphold the decision of the General Manager.

Commissioner García seconded and the motion was upheld by a vote of 2-1.

Ayes: Gross, García

Noes: Sandoval

Absent: Finsten, Wolfson

ACA Dov Lesel stated that the motion failed because approval was needed by all three Commissioners, but decision is still upheld. There is no majority of the board present and a majority requires all three commissioners to overturn the decision, so the decision stands. License is revoked because there was a violation of the terms & conditions.

3. Barking Revocation Animal Case: BR 192144 NC

Appellant(s): Michael Pappas, Donna Pappas

North Central Animal Services Center: Lieutenant Aaron Owen

Complaining Witness: Kevin Herlihy

The Board discussed the merits of the appeal, the evidence provided to the Hearing Examiner, and the grounds supporting the General Manager's determination. The Board found that the evidence supports the decision of the General Manager's determination and added a modification to the terms and conditions.

Commissioner Gross made a motion to uphold the decision of the General Manager with a modification to the Terms, Conditions and Restrictions, for Terms No. 2 and No. 3. The modification will restrict the time from three hours to nine hours.

- 2) You shall not allow the dogs, Red and Miky, to be left alone at your residence while no person is there for any length of time exceeding three hours.
- 3) You shall confine your dogs, Red and Miky, inside your residence during those times when the dogs will be left alone for three hours or less.

Commissioner Sandoval seconded and the motion was approved by a vote of 3-0.

Ayes: Gross, García, Sandoval,

Noes: None.

Absent: Finsten, Wolfson

REGULAR COMMISSION MEETING

1. PUBLIC COMMENT

Phyllis Daugherty – Animal Issues Movement. Beautiful celebration of life ceremony for Captain Wendell Bower. Unfortunately, there was no one there representing the Department or Commission. In regards to the Pitbull Dallas – you cannot assess a Pitbull's temperament. You do not know how it's going to react to a certain circumstance there by assessing a circumstance here.

Frederick Jordan – requesting a behaviorist to determine if an animal is dangerous or not, have the City invest in hiring a dog trainer and train the employees. I am going to visit our volunteer Kelly who was attacked at North Animal Services Center. Lt. Tranzow put together packs for homeless people and their dogs. I have given out three of these packs and they have appreciated them. Appreciate Commissioner Sandoval for his advocacy for the people at today's appeal hearing.

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)

Public Comment:
None.

3. COMMISSION BUSINESS

A. Approval of the Minutes for Meeting of October 22, 2019.

Public Comment:
None.

Commissioner Sandoval moved to approve the minutes of October 22, 2019.
Commissioner García seconded and the motion was approved by a unanimous vote of 3-0.

Ayes: Gross, García, and Sandoval

Noes: None.

Absent: Finsten, Wolfson

4. ORAL REPORT OF THE GENERAL MANAGER

GM Brenda Barnette discussed the following:

- Corrected the October 28 article written by Phyllis Daugherty regarding dangerous animal cases.
- Dr. Amy Land handled a Lunch and Learn with the West Valley volunteers on how to identify pain in animals and how to manage it.
- South Los Angeles Chesterfield Square has a new partner - Verbum Dei High School. Verbum Dei High School provides a work study program for their students. Students go to a worksite one school day a week for the entire school year. Freshmen students and their chaperone will volunteer every Monday & every fourth Friday for the 2019/20 school year.
- Introduced Agnes Sibal as the Department's new Public Information Director
- Tweet for foster care during the fires has 26,028 impressions which is a record for us
- Received a major thank you letter from Sullivan Canyon Preservation Association expressing their gratitude for our outstanding work evacuating horses safely from the recent fires. 120 horses were evacuated from the Getty fire and 135 horses from the Saddleridge fire.
- One of our lifesaving supervisors reached out to IKEA to see if they had any animal products they could donate. We received supplies estimated over \$30,000 in leashes, collars, bowls, toys and more.
- Attended Cal Animals CEO Conference in Sacramento last week. There is a critical shortage of vets in the State. We discussed how to attract vets and the biggest recommendation was having good equipment so they can actually do something to help the animals.
- Working on an ad for the Thanksgiving and Christmas holidays on KNX.
- Will be attending the Petco leadership conference in San Diego after today's meeting.
- Chesterfield Square hosted the first ever volunteer movie night on October 25. Volunteers watched "Young Frankenstein" while showcasing their favorite animal at the shelter. Great opportunity for volunteers to get to know each other.
- Chesterfield Square Volunteers also took large dogs for a pack hike on October 27. One lucky dog even got adopted.
- Chesterfield Square celebrated this week after "Spot" was adopted by one of their volunteers after waiting nearly two years.
- There have been two bites recently; one was a volunteer at North Central and the other was a staff member. We are pushing for more ACT's but are critically low on trained personnel and staff to handle the animals.
- Pet Care Foundation held its annual staff photo awards contest. Luncheon took place on November 1 where the winners were announced. The winners were Jose Salas and Christina Gates from North Central and Ashley Quintero from Harbor.

- On November 2, a Boy Scout from Troop 777 stopped by the West Valley Animal Services Center to drop off his Eagle Scout project which he has been working on for 10-11 months. He created 25 homemade Kuranda style dog beds and gathered donations of dog toys, cat toys, blankets, towels, and treats.
- On November 5, the Chesterfield Square Center attended a Pet Adoption Day event at Cal State LA. Staff talked to a large group of students and their families about responsible pet ownership and had three adoptions.
- Chesterfield Square received a donation of 90 brand new dog beds from the employees of Cartoon Network
- West Valley Animal Services Center hosted a large group from CSUN's Beta Alpha Psi on November 3. Volunteer Claudio assisted the volunteer liaison in leading the group with handing out pupsicles to the dogs and sharing a treat of romaine lettuce with the rabbits.
- East Valley Animal Services Center was the site for a meditation workshop offered to all volunteers by meditation teacher Sarah Taylor. This is an ongoing effort to offer more support to our amazing volunteers.
- West Los Angeles Animal Services center attended Woofstock; a mobile adoption event in Roxbury Park in Beverly Hills on November 3.
- Confirmed a call about a mountain lion up a tree in a residential neighborhood in Northridge. We were first on scene and notified Fish & Wildlife and LAPD assisted as well. Fish and Wildlife tranquilized the mountain lion and removed it from tree in backyard. They will relocate him back to the mountains.

AGM MeLissa Webber discussed the following:

- "Shelter Me" premiere was last Monday night and it had the segment of Paws for Life. It was held at the AMC in Century City and was well received. Episode will also be honored on Thursday through the Petco foundation. As of Saturday night there are only two dogs left in the shelter that qualify for the program.
- Report back on Homelessness – the Department provides temporary housing for companion animals of people who are experiencing homelessness when they are placed in medical facilities or are unavailable to take care of their pets for up to 30 days. Respond to mutual aid calls for services from many City, Federal, and State agencies. We are an active member of the Unified Homeless Response Center (UHRC) and we act as the direct liaison for any animal related concerns, through the UHRC we are able to give out the backpacks for homeless people with animals. We are an active and contributing member of the Mayor's Homeless Strategy Committee. We also work directly with LAPD and Hope teams during outreach missions that involve homeless encampments where pets have been known to reside. Through this proactive approach we are able to provide people experiencing homelessness that have companion animals information or resources they may need. Since 2016 we have been in collaboration with Downtown Dog Rescue and City Law Center at Skid Row and provide monthly outreach services. Downtown Dog Rescue will also be providing monthly outreach services at the Chesterfield Square Animal Center. Bridge Housing will be opening in this neighborhood soon. Hoping to find out who the people are going to be in the Bridge home, so we can meet their pets needs prior to them entering the shelter.
- Report back on Safety in Shelters – we are going to make it mandatory that all

volunteers carry a whistle to alert staff in case anything happens. A Board Report will be coming soon to request more radios for staff. We had training in-house for staff and volunteers regarding safety. Discussed having this training on a reoccurring basis. Working on where to house the animals by trying to pull the adoptable animals to the front of the house and animals with a negative behavior to the back house.

AGM Tammy Watson discussed the following:

- In addition to the two new officers who just completed training, we have four officers starting on November 12. We also interviewed and offered conditional job offers to six Animal Care Technicians. We are holding interviews this week for the Animal License Canvassers.
- I was the representative from the Executive Team who was supposed to attend the services for Captain Wendell Bowers. I did reach out to a loved one of his to let them know that I would not be able to attend the services. We did close a Commission meeting and a Joint Labor Management Commission meeting in honor of Captain Bowers, so the Department did not forget about him. I want to take responsibility for me not attending.

Commissioners Gross and Sandoval both requested they be informed when any Department personnel pass away so they may have an opportunity to attend to pay respects to our Department staff.

Public Comment:

Phyllis Daugherty – responded to GM Brenda Barnette's statement. I took the statistics from the Woofstat report. Hugh Briefman and his wife are professional horse transporters and can't get enough credit. There is no mention that any of these horses that were returned from the fire were required to be microchipped or licensed to avoid having a problem in the next fire. As far as the problems with not being able to get employees, it's the reputation and the job is dangerous.

5. COMMISSIONERS' ORAL REPORTS AND FUTURE AGENDA ITEMS

Commissioner Gross:

- Requested an update from Lori from Downtown Dog Rescue.
- Announced upcoming "Pet in Housing" sessions with the Department and L.A. Housing and Community Investment Department. Tomorrow is our next session at 10:00 a.m. at Chesterfield Square. Upcoming sessions are scheduled for November 18 at 10:00 a.m. at Ramona Hall; November 20 at 6:00 p.m. at East Valley Animal Services Center; and November 21 at 10:00 a.m. at the West Los Angeles Animal Services Center. These sessions are to provide information to landlord and tenants on their rights and responsibilities of having pets in a rental property.
- Calendar for next year's Commission meetings

Commissioner Garcia:

- Requested an update on Intervention programs at Chesterfield. Are they going away due to lack of funding?

Commissioner Sandoval: None

Public Comment:
None

6. Board Reports

A. Authorize the Purchase of Two Industrial Dishwashers (Action Item)

Commissioner Sandoval made a motion to authorize the Purchase of Two Industrial Dishwashers in the amount of \$12,786.06

Commissioner Garcia seconded and the motion was approved by a unanimous vote of 3-0.

Ayes: Gross, García, and Sandoval

Noes: None.

Absent: Finsten, Wolfson

Public Comment:
None.

B. Authorize the Transfer of American Society for the Prevention of Cruelty to Animals Grant Funds in the Amount of \$100,415 from the Animal Welfare Trust Fund to the Animal Sterilization Fund for Reimbursement of Sterilization Costs (Action Item)

Commissioner Sandoval made a motion to authorize the Transfer of American Society for the Prevention of Cruelty to Animals Grant Funds in the Amount of \$100,415 from the Animal Welfare Trust Fund to the Animal Sterilization Fund for Reimbursement of Sterilization Costs

Commissioner Garcia seconded and the motion was approved by a unanimous vote of 3-0.

Ayes: Gross, García, and Sandoval

Noes: None.

Absent: Finsten, Wolfson

Public Comment:

Phyllis Daugherty – you cannot use Animal Welfare Trust Funds for sterilizations. You should be replenishing sterilization fund with licensing which we are not doing.

- C. Authorize a Microchip Donation Agreement between the City of Los Angeles and the Michelson Found Animals Foundation, Inc. (Action Item)

Commissioner Garcia made a motion to authorize a Microchip Donation Agreement between the City of Los Angeles and the Michelson Found Animals Foundation, Inc.

Commissioner Sandoval seconded and the motion was approved by a unanimous vote of 3-0.

Ayes: Gross, García, and Sandoval

Noes: None.

Absent: Finsten, Wolfson

Public Comment:
None.

- D. 1st Quarter Revenue, Expenditures, Animal Sterilization Fund and Animal Welfare Trust Fund Financial Reports for Fiscal Year 2019-20 (Information Item)

Commissioner Gross questioned the 1st quarter year-end for the general fund revenue.

Catherine Chico responded that the revenue projections for the year also include the additional revenue that was allocated once the animal canvassers come on board. As of now, we don't see a problem meeting our projections.

Commissioner Garcia questioned if the sterilization funds are still being used to pay for salaries.

Catherine Chico responded yes the Department is required to reimburse the general fund for the related costs component of salaries. Motion had been submitted to City Council for possible action to stop both salary and related costs reimbursements in the future. As of right now, the Department has to budget to reimburse the General Fund for related costs until the reimbursement is no longer required. We are working with the CAO's office on a monthly basis to determine funding projections.

Brenda Barnette stated we have asked for consideration that salaries be shown in the Department budget for salaries rather than from a charitable fund. We need

to find out where we are on that. Historically there was a lot of money in the Animal Sterilization Trust Fund but there was no real accounting. Since then, through the budget process we had been asked to spend down the Animal Sterilization Fund so less money would have to be allocated from the General Fund. This is the first year that we will be operating on a pay as we go basis.

Commission Sandoval thanked Catherine for the detailed reports and liked the new format.

Public Comment:
None

7. ADJOURNMENT

Meeting ended at 11:44 a.m.

**BOARD OF
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City of Los Angeles

CALIFORNIA



ERIC GARCETTI
MAYOR

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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

Date: November 26, 2019

To: Board of Animal Services Commissioners

From: Francine Acuña, Executive Administrative Assistant

Subject: CALENDAR YEAR 2020 BOARD MEETING SCHEDULE

MONTH	MEETING DATE	MEETING LOCATION	TIME	ADDRESS
January	14	City Hall	9:00 AM	200 N. Spring St., Rm. 1060
	28	City Hall	9:00 AM	200 N. Spring St., Rm. 1060
February	11	City Hall	9:00 AM	200 N. Spring St., Rm. 1060
	25	West Valley	7:00 PM	20655 Plummer St., Chatsworth
March	10	City Hall	9:00 AM	200 N. Spring St., Rm. 1060
	24	East Valley	7:00 PM	14409 Vanowen St., Van Nuys
April	14	City Hall	9:00 AM	200 N. Spring St., Rm. 1060
	28	City Hall	9:00 AM	200 N. Spring St., Rm. 1060
May	12	City Hall	9:00 AM	200 N. Spring St., Rm. 1060
	26	Harbor	7:00 PM	957 N. Gaffey St., San Pedro
June	9	City Hall	9:00 AM	200 N. Spring St., Rm. 1060
	23	Jefferson Park	7:00 PM	3612 11 th Avenue, L.A.
July	14	City Hall	9:00 AM	200 N. Spring St., Rm. 1060
	28	City Hall	9:00 AM	200 N. Spring St., Rm. 1060
August	11	City Hall	9:00 AM	200 N. Spring St., Rm. 1060
	25	South LA	7:00 PM	1850 West 60 th St., L.A.
September	8	City Hall	9:00 AM	200 N. Spring St., Rm. 1060
	22	West LA	7:00 PM	11361 W. Pico Bl., L.A.
October	13	City Hall	9:00 AM	200 N. Spring St., Rm. 1060
	27	City Hall	9:00 AM	200 N. Spring St., Rm. 1060
November	10	City Hall	9:00 AM	200 N. Spring St., Rm. 1060
	24	North Central	7:00 PM	4580 N. Figueroa St., L.A.
December	8	City Hall	9:00 AM	200 N. Spring St., Rm. 1060
	22	No Meeting		

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Report to the Board of Animal Services Commissioners

MEETING DATE: December 17, 2019

PREPARED BY: Catherine Chico

REPORT DATE: December 3, 2019

TITLE: Senior Management Analyst II

**SUBJECT: ACCEPTANCE OF DONATION FROM THE ARDON v. CITY OF LOS ANGELES
QUALIFIED SETTLEMENT FUND**

BOARD ACTION RECOMMENDED:

1. **APPROVE** the donation of \$113,780 from the Ardon v. City of Los Angeles Qualified Settlement Fund on behalf of the Los Angeles Department of Animal Services (Department);
2. **APPROVE** the deposit of funds into the Animal Welfare Trust Fund, subject to the approval of the City Council; and
3. **APPROVE** the disbursement of these funds in accordance with the provisions of the Animal Welfare Trust Fund.

SUMMARY

Los Angeles Administrative Code, Section 5.200 (c) requires that any monetary gift to the Animal Welfare Trust Fund which exceed in value the sum of \$25,000, shall be submitted to the City Council for acceptance or rejection.

On December 3, 2019, the Department received a check in the amount of \$113,780 from the claim administrator responsible for disbursing the settlement funds. These funds are an unrestricted donation and will be used to fund departmental programs and goals.

FISCAL IMPACT

There is no impact on the Department budget. This donation will be deposited into the Animal Welfare Trust Fund and disbursements will be made pursuant to the fund's provisions.

Report to the Board of Animal Services Commissioners
SUBJECT: ACCEPTANCE OF DONATION FROM THE ARDON v. CITY OF LOS ANGELES
QUALIFIED SETTLEMENT FUND

Approved:

Brenda F. Barnette
Brenda F. Barnette, General Manager

BOARD ACTION:

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

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Report to the Board of Animal Services Commissioners

MEETING DATE: December 17, 2019

PREPARED BY: Francine Acuña

REPORT DATE: December 3, 2019

TITLE: Board Secretary

**SUBJECT: CHANGE OF START TIME FOR THE 2020 BOARD OF ANIMAL SERVICES
COMMISSIONERS MEETINGS**

BOARD ACTION RECOMMENDED:

- **APPROVE** the change of the start time for the 2020 Board of Animal Services Commissioners Meetings from 9:00 a.m. to 10:00 a.m.

BACKGROUND:

In August 2017, the Board of Animal Services Commissioners meetings start time changed from 10:00 a.m. to 9:00 a.m.

Since August 2017, we have noticed a high increase in traffic in the Downtown Los Angeles area. As a result, it has become more difficult for attendees to arrive at the Commission meeting in a timely manner. Dangerous Animal and Barking Dog appellants, complainants, and witnesses scheduled for Appeal Hearings are experiencing challenges with traffic and parking arrangements. These challenges lead to delays in the Commission Meeting and/or the need to rearrange the order of the Agenda. Upon review, it was determined that the frequency in these delays were fewer at the 10:00 a.m. start time.

SUMMARY:

The Department of Animal Services is requesting approval to change the start time from 9:00 a.m. to 10:00 a.m. for the 2020 Board of Animal Services Commissioners meetings to accommodate all parties involved. General Services Division has confirmed there is no conflict with the time change and the scheduling of the Board Meeting Room from 10:00 a.m. to 1:00 p.m.

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Report to the Board of Animal Services Commissioners
SUBJECT: CHANGE OF START TIME FOR 2020 BOARD OF ANIMAL SERVICES
COMMISSIONERS MEETING


Additionally, a review of the 2018 and 2019 morning meeting durations reveals an average of 76 minutes and never exceeding 133 minutes. This history gives assurance that the three-hour allotment from 10:00 a.m. to 1:00 p.m. is sufficient to discuss agenda topics.

Therefore, it is recommended that we change the Board of Animal Services Commissioners meeting start time from 9:00 a.m. to 10:00 a.m.

FISCAL IMPACT:

There is no fiscal impact to the general fund.

Approved:


Brenda Barnette, General Manager

BOARD ACTION:

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