



BOARD OF ANIMAL SERVICES COMMISSIONERS
CITY OF LOS ANGELES

REGULAR MEETING AGENDA
Tuesday, March 23, 2021
9:30 A.M.

Dial (669) 900-6833 to Join the Meeting and use Webinar ID No. 916 3927 8739 and then Press #. Press # again when prompted for participant ID.

LARRY GROSS
President

OLIVIA E. GARCÍA
Vice-President

JILL COHEN
ALISA FINSTEN
JOSE SANDOVAL

In conformity with the Governor's Executive Order N-29-20 (March 17, 2020) and due to concerns over COVID-19, the Board of Animal Services Commission meeting will be conducted entirely telephonically and using Zoom software.

Sign language interpreters, assistive listening devices, or other auxiliary aids and/or services may be provided upon request. To make your request please call (213) 482-9558. To ensure availability, you are advised to make your request at least 72 hours prior to the meeting you wish to attend.

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

Members of the public who wish to offer public comment to the Board of Animal Services Commission should call (669) 900-6833 and use Webinar ID No. 916 3927 8739 and then press #. Press # again when prompted for participant ID. Instructions on how to sign up for public comment will be given to listeners at the start of the meeting.

I. 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)

Note: The Brown Act prohibits the Board and staff from discussing a 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 March 9, 2021 (Action Item; Public comment limited to one minute per speaker)

4. ORAL REPORT OF THE GENERAL MANAGER

5. COMMISSIONERS' ORAL REPORTS AND FUTURE AGENDA ITEMS

6. BOARD REPORTS

- A. Presentation of Retirement Certificate for Administrative Clerk Michael Lee (Information Item; Public comment limited to one minute per speaker)
- B. Request Authority to Utilize Funding from the Animal Welfare Trust Fund for Medical and Food Supplies on a Permanent, As-needed Basis (Action Item; Public comment limited to one minute per speaker)
- C. Authorize the Dedication and Naming of the North Central Animal Services Center Training Field (Action Item; Public comment limited to one minute per speaker)
- D. Volunteer Reconstitution Plan for all Six Animal Services Centers (Information Item; Public comment limited to one minute per speaker)

ADJOURNMENT

Next Regular Meeting is scheduled for 9:30 a.m., April 13, 2021

Please join us at our website: www.LAAnimalservices.com

AGENDAS - The Board of Animal Services Commissioners (Board) meets regularly every second (2nd) and fourth (4th) Tuesday of each month at 9:30 A.M. For the duration of the COVID-19 emergency, the Board will meet telephonically and using Zoom software in conformity with the Governor's Executive Order N-29-20 (March 17, 2020). 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. Each speaker will be granted a maximum of two minutes and the presiding officer reserves the ability to extend or limit the time depending on the circumstances of the meeting.

Notice to Paid Representatives. If you are compensated to monitor, attend, or speak at this meeting, City law may require you to register as a lobbyist and report your activity. See Los Angeles Municipal Code §§ 48.01 *et seq.* More information is available at ethics.lacity.org/lobbying. For assistance, please contact the Ethics Commission at (213) 978-1960 or ethics.commission@lacity.org.

Time Limit for Speakers. Speakers addressing the Board will be limited to one (1) minute of speaking time for each agenda item except during the general public comment period, which is limited to two (2) minutes per speaker (For certain agenda items, speakers will have two (2) minutes each).

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, March 9, 2021 at 9:30 AM**

VIRTUAL ZOOM MEETING

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

Larry Gross, President
Olivia E. García, Vice President
Jill Cohen
Alisa Finsten
Jose Sandoval

Meeting called to order at 9:32 a.m. Commissioners present were Gross, García, Cohen, Finsten, and Sandoval. Also present from Los Angeles Animal Services (LAAS) was General Manager (GM) Brenda Barnette, Assistant General Manager (AGM) Tammy Watson, Interim Assistant General Manager (AGM) Annette Ramirez, Board Secretary Francine Acuña, and Deputy City Attorney Ruth Kwon.

Commissioner Gross opened the meeting, introduced staff, provided an overview of the meeting agenda, and provided instructions to the public on how to make public comments for this virtual meeting.

I. REGULAR COMMISSION MEETING

1. PUBLIC COMMENT

Public Comment was made by:

- **Jeff Mausner** - asked for a status on the reopening of the West Valley shelter and asked when the volunteers would be able to return to the shelters, particularly those who have been vaccinated.
- **Glenn Bailey** - President of Northridge East Neighborhood Council - thanked the General Manager for the assistance with identifying possible nonprofits to partner with the neighborhood Councils to assist the West Valley animal shelter.
- **Sharon Brewer** - asked when the Commissioners would get a report back from The Glue and asked why Foxy and the Hounds has not been reinstated as a New Hope partner.

- 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 February 23, 2021.

Commissioner Cohen moved to approve the minutes for the meeting of February 23, 2021.

Commissioner García seconded and the motion was approved by a vote of 5-0.

Ayes: Gross, García, Cohen, Finsten, and Sandoval.

Noes: None.

Absent: None.

Public Comment:
None

4. ORAL REPORT OF THE GENERAL MANAGER

GM Brenda Barnette discussed the following:

- Pet Food Pantry was held on February 28 and March 7. On February 28, there were 173 pets served at Chesterfield Square and 155 pets served at East Valley for a total of 328 pets served. On March 7, there were 224 pets served at Chesterfield Square and 154 pets served at East Valley for a total of 378 pets served.
- On March 14 there will be a soft opening for the North Central and West Valley shelters. Both shelters will be working by appointments only.
- Carolyn Almos is working on a plan to bring volunteers back to the shelters.
- **Commissioner Gross** asked if there would be a grand opening ceremony for North Central. **GM Brenda Barnette** stated there will be a virtual grand opening but it has not been scheduled yet.
- **Commissioner Sandoval** asked that a tour of North Central be provided to the Commissioners.
- **Commissioner Gross** asked for updates from City Attorney Houchin on the following: New Hope Policy, STAR Program, Pet Retention Program, and the Posting of Animal Laws and Regulations in Pet Shops.

Public Comment:
None

5. COMMISSIONERS' ORAL REPORTS AND FUTURE AGENDA ITEMS

Commissioner Gross:

- None.

Commissioner Cohen:

- Volunteered at the Pet Food Pantry at East Valley, commended all of the employees, and encouraged everyone to volunteer.

Commissioner Finsten:

- None.

Commissioner García:

- None.

Commissioner Sandoval:

- None.

Public Comment:
None

6. BOARD REPORTS

- A. Presentation of Retirement Certificates for Animal Control Officers Barbara Hatley and Mike Pro (Information Item)

District Supervisor Danny Pantoja presented retirement certificates for Animal Control Officers Barbara Hatley and Mike Pro.

Public Comment was made by:

- **Jeff Mausner** - commended Officers Hatley and Pro for their work with the Neighborhood Councils and for the citizens of the valley.
- **Michelle Cornelius** - thanked Officers Hatley and Pro for their years of service and especially to Officer Hatley for her work with the Neighborhood Councils.
- **Glenn Bailey** - thanked Officer Hatley for her leadership and work to help educate the Neighborhood Councils.
- **Gail Raff** - thanked Officer Hatley for all of her help and professionalism and concerns for the community.
- **Cathy Serksnas** - thanked Officers Hatley and Pro for their years of service and to Officer Hatley for her work with the Neighborhood Councils.

B. Recognition for Outstanding Staff Effort (ROSE) Nominations (Information Item)

Interim Assistant General Manager Annette Ramirez announced the Department's ROSE nominations.

- Dani Andrade - Registered Veterinary Technician
- Jake Miller
- ACT Delucia Hernandez
- Administrative Clerk Ricardo Guzman
- ACT Thomas Kalinowski

Public Comment:
None

ADJOURNMENT

Meeting adjourned at 10:28 a.m.

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COMMISSIONERS

JILL COHEN

ALISA FINSTEN

JOSE SANDOVAL

**City of Los Angeles
CALIFORNIA**



**ERIC GARCETTI
MAYOR**

**DEPARTMENT OF
ANIMAL SERVICES**
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BRENDA F. BARNETTE
GENERAL MANAGER

TAMMY WATSON
ASSISTANT GENERAL MANAGER
Administration

ANNETTE G. RAMIREZ
INTERIM ASSISTANT GENERAL MANAGER
LifeSaving

DR. JEREMY PRUPAS
CHIEF VETERINARIAN

Report to the Board of Animal Services Commissioners

MEETING DATE: March 23, 2021

PREPARED BY: Catherine Chico

REPORT DATE: March 17, 2021

TITLE: Senior Management Analyst II

SUBJECT: REQUEST AUTHORITY TO UTILIZE FUNDING FROM THE ANIMAL WELFARE TRUST FUND FOR MEDICAL AND FOOD SUPPLIES ON A PERMANENT, AS-NEEDED BASIS

BOARD ACTION RECOMMENDED:

1. **AUTHORIZE** use of funds in the Animal Welfare Trust Fund (AWTF) for the purchase of medical and food supplies on a permanent, as-needed basis;
2. **APPROVE** the use and withdrawal of funds deposited into the Animal Welfare Trust Fund – Fund No. 859 from monies collected through both donations and grants;
3. **APPROVE** the disbursement of these funds in accordance with the provisions of the Animal Welfare Trust Fund; and
4. **DIRECT** the Department of Animal Services (Department) to include expenditures authorized in this board report in the Department's Quarterly Financial Reports to the Board of Animal Services Commissioners.

BACKGROUND

In Fiscal Year 2020-21, funding cuts were made to the Department of Animal Services's (Department) budget allocation totaling approximately \$696,000. The cuts were precipitated by Covid-19 related City-wide revenue and budget shortfalls. This action is similar to past City implemented budget cuts caused by events such as recessions and City-wide budget shortfalls.

Budgetary allocation levels are sufficient for standard medical and food supplies, however, they do not cover the cost for items such as canine flu vaccines and Foster Kitten Program supplies.

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SUMMARY

It is imperative that critical medical and food supplies are available at all times for the health, safety, and well being of animals in our care. This request seeks authorization to use funds in the AWTF to supplement City funding for medical and food supplies on a permanent, as-needed basis both now and in the future.

FISCAL IMPACT:

Approval of this request will not impact the General Fund.

Approved:



Brenda F. Barnette, General Manager

BOARD ACTION:

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

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DR. JEREMY PRUPAS
CHIEF VETERINARIAN

Report to the Board of Animal Services Commissioners

MEETING DATE: March 23, 2021

PREPARED BY: Tammy Watson

REPORT DATE: March 19, 2021

TITLE: Assistant General Manager

SUBJECT: AUTHORIZE THE DEDICATION AND NAMING OF THE NORTH CENTRAL ANIMAL SERVICES CENTER TRAINING FIELD

BOARD ACTION RECOMMENDED:

1. **AUTHORIZE** staff to take the necessary steps to name the Los Angeles Animal Services North Central Animal Services Center Training Field located at 3201 Lacy Street in Los Angeles, the 'Louis Dedeaux Training Field' in honor of former Assistant General Manager Louis Dedeaux.
2. **DIRECT** staff to transmit a motion to the Office of the Mayor and subsequently to the City Council for approval.

BACKGROUND

Louis Dedeaux was a 34-year LAAS employee who began his career as an Animal Control Officer. He worked in all districts, spending years as a wildlife officer, often helping the community with coyotes. Louis promoted to Senior Animal Control Officer, supervising at both the Lieutenant and Captain levels. In 2013, he became the Director of Field Operations overseeing Kennel Operations. In 2017, Louis retired from LAAS as an interim Assistant General Manager. Louis Dedeaux was a well-respected member of the LAAS team, dedicated and very knowledgeable in vast areas of animal welfare.

Louis's renowned reputation for animal handling and dog training led him to train dogs for many law enforcement agencies. Due to his expertise, he was often pursued by dog owners both across the United States and internationally. While working full-time, Louis raised his two children Adam and Jaime. He enjoyed sharing stories about his children and grandchildren with his co-workers. Many in the workplace knew Louis to be firm and no-nonsense. The exception is when he spoke of his family. Louis always had a smile and warmth in his voice when talking about his children.

Sadly, Louis Dedeaux passed away on July 20, 2020.

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Report to the Board of Animal Services Commissioners
SUBJECT: AUTHORIZE THE DEDICATION AND NAMING OF THE NORTH CENTRAL ANIMAL
SERVICES CENTER TRAINING FIELD

SUMMARY

Due to Louis's longstanding dedication and commitment to animals and the community we serve, it is the Department's wish to dedicate and name the North Central Animal Services Center Training Field the "Louis Dedeaux Training Field".

FISCAL IMPACT:

Approval of this request will not impact the General Fund.

Approved:

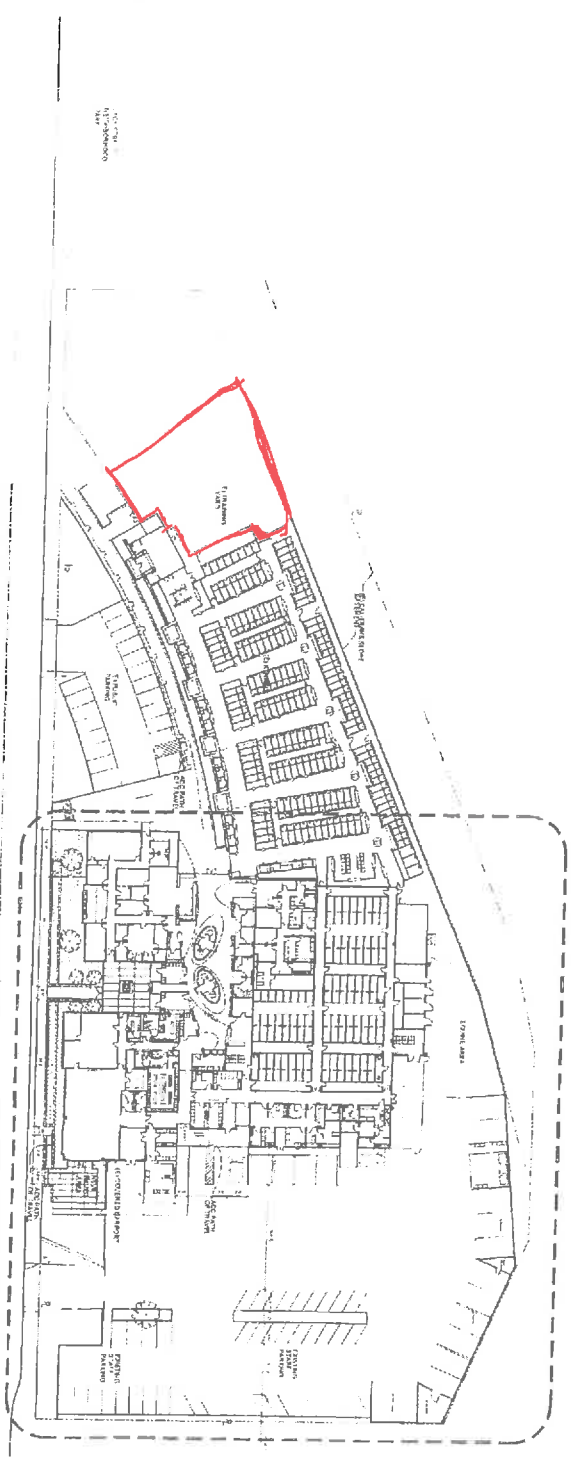
Brenda F. Barnette

Brenda F. Barnette, General Manager

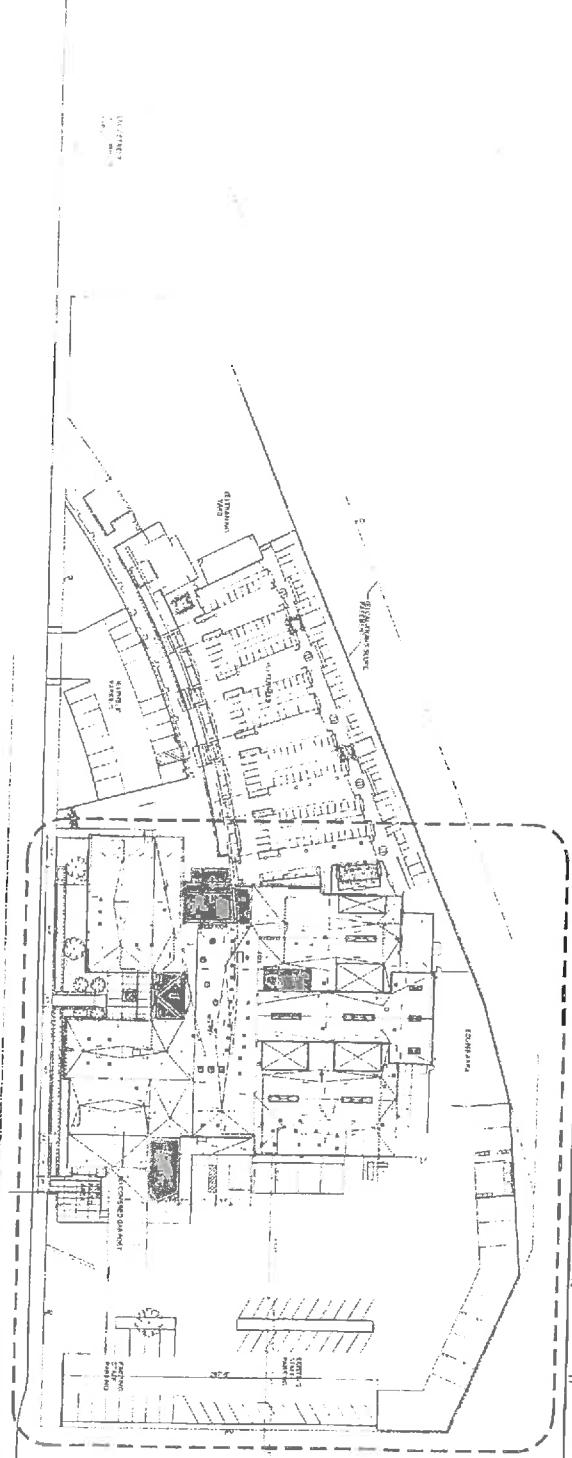
Attachment

BOARD ACTION:

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



KEY FLOOR PLAN
SCALE 1/8" = 1'-0"



KEY ROOF PLAN
SCALE 1/8" = 1'-0"

A2.1 RECORD DRAWINGS	PROJECT: PHASE 2 - NORTH CENTRAL ANIMAL SERVICES CENTER 3201 LADY STREET LOS ANGELES, CA 90031	DESIGN GROUP PROJECT: Key Floor Plan DESIGNER: Gary Moore, P.E. CHECKER: Tracy A. Stone DATE: 10/1/03	CITY ENGINEER DATE:	CHYO ASSOCIATES Architects Tracy A. Stone, Architect	PROJECT NO.: MP-300449 SHEET NO.: 7/1	ENGINEERING PROFESSIONAL SEAL
	SCALE: 1/8" = 1'-0"	PROJECT NO.: MP-300449	SHEET NO.: 7/1	PROJECT NO.: MP-300449	SHEET NO.: 7/1	PROJECT NO.: MP-300449