



BOARD OF ANIMAL SERVICES COMMISSIONERS
CITY OF LOS ANGELES

REGULAR MEETING AGENDA
Tuesday, June 22, 2021
9:30 A.M.

Dial (669) 900-6833 to Join the Meeting and use Webinar ID No. 923 9234 4642 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. 923 9234 4642 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 June 8, 2021

- 4. ORAL REPORT OF THE GENERAL MANAGER**

- 5. COMMISSIONERS' ORAL REPORTS AND FUTURE AGENDA ITEMS**

- 6. BOARD REPORTS**

- Report on the FY 2021-22 Budget (Information Item; Public comment limited to one minute per speaker)
- Update on Fourth of July Preparations (Information Item; Public comment limited to one minute per speaker)

- 7. ADJOURNMENT**

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

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, June 8, 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 Interim General Manager (GM) Dana Brown, Assistant General Manager (AGM) Curtis Watts, Assistant General Manager (AGM) Annette Ramirez, Board Secretary Francine Acuña, and Deputy City Attorney Steve Houchin.

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:

- **Michelle Cornelius** - spoke about the broken washing machine at West Valley and if there has been an inspection at the facility and spoke about a dog named Rambis.
- **Whitney Smith** - asked for a status on the STAR funds.
- **Gail Raff** - asked for a status on the STAR funds.
- **Cathy Serksnas** - spoke about the broken washer at West Valley and suggested volunteers be reimbursed for those laundry expenses.

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 May 25, 2021.

Commissioner García moved to approve the minutes for the meeting of May 25, 2021.

Commissioner Sandoval 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

Interim GM Dana Brown discussed the following:

- On May 26 there was an incident at the Chesterfield Square shelter of an agitated man who came in with a request to have his dog euthanized and then proceeded to cut the neck of the dog with a box cutter. Staff was able to retrieve the dog, provided immediate surgery and was able to save the dog. LAPD responded and is conducting an investigation.
- Department website has been updated with new leadership.
- Pet Food Pantry was held on May 30 and June 6. On May 30, there were 169 pets served at Chesterfield Square and 199 pets served at East Valley for a total of 368 pets served. On June 6, there were 196 pets served at Chesterfield Square and 237 pets served at East Valley for a total of 433 pets served.
- The Lucy Pet Foundation was able to alter 20 animals during the Spay Day LA event on May 24.
- On June 1, the shelters expanded their services by providing additional appointments and allowing meet and greets.
- The paper has been removed from the West Valley shelter.
- The STAR program has been announced to our New Hope partners and we are now accepting applications.
- **Commissioner Gross** asked what steps were taken to deal with the possible trauma staff witnessed during the incident at Chesterfield Square. **Interim GM Dana Brown** stated the Department reached out to Personnel Department to request EAP services for employees.

Public Comment:
None

5. COMMISSIONERS' ORAL REPORTS AND FUTURE AGENDA ITEMS

Commissioner Gross:

- Update on the washing machine situation and asked if the Department is looking into outside contractors.
- Report back on the number of appointments made, no-shows, etc.

Commissioner Cohen:

- Report back on how much money is being spent on the Pet Food Pantry and how much is donated.

Commissioner Finsten:

- None.

Commissioner García:

- None.

Commissioner Sandoval:

- Report back on the Department's budget and how it will affect the Department and the spay/neuter program.

Public Comment was made by:

- **Whitney Smith** - stated that food has been donated to the Pet Food Pantry and asked how much is left.

6. BOARD REPORTS

- A. Oral Report by Dr. Jeremy Prupas on Rabbit Hemorrhagic Disease (Information Item)

Chief Veterinarian Dr. Jeremy Prupas provided an update on the rabbit hemorrhagic disease.

Public Comment was made by:

- **Michelle Kelly** - created a document to provide to rabbit adoptees to inform them of the rabbit hemorrhagic disease and the vaccine that is available.

B. Oral Report on the Expanded Opening of the Shelters (Information Item)

AGM Annette Ramirez provided an update on the expanded opening of the shelters.

Public Comment was made by:

- **Jennifer Pimentel - Best Friends** - spoke about a bilingual hotline that Best Friends implemented and looks forward to continuing assisting the community.
- **Whitney Smith** - commented on the dog incident at Chesterfield Square and asked for an update from The Glue.
- **Michelle Cornelius** - spoke about the issues with appointments and counter services at the shelters.
- **Gail Raff** - asked if the Department is back charging people who have not paid their licenses in the past year.
- **Kathleen** - spoke about the advantages of the appointment system.
- **Jeff Mausner** - suggested allowing more volunteers into the shelters.
- **Cathy Serksnas** - asked about the availability of appointments for each shelter.
- **Michelle Kelly** - stated rabbits should be able to be surrendered without an appointment.
- **Catherine Ku** - stated the shelters should be open to the public without an appointment.

ADJOURNMENT

Meeting adjourned at 10:50 a.m.

LOS ANGELES ANIMAL SERVICES

THREE YEAR BUDGET SUMMARY

	Adopted Budget 2019-20	Adopted Budget 2020-2021	Adopted Budget 2021-2022
Salaries			
Salaries General	24,698,532	20,853,304	23,411,339
Salaries, As-Needed	216,225	300,376	300,376
Overtime General	120,000	120,000	120,000
Total Salaries	25,034,757	21,273,680	23,831,715
Expense			
Printing and Binding	73,000	74,000	74,000
Contractual Services	432,888	359,388	331,388
Medical Supplies	488,591	488,591	488,591
Transportation	7,500	7,500	7,500
Uniforms	31,520	30,750	27,660
Private Veterinary Care Expense	47,500	47,500	47,500
Animal Food/Feed and Grain	520,000	400,000	400,000
Office and Administrative	239,487	241,987	241,987
Operating Supplies	280,826	285,746	283,546
Total Expense	2,121,312	1,935,462	1,902,172
Total Animal Services	27,156,069	23,209,142	25,733,887
Percentage Change		-14.53%	11%