



BOARD OF ANIMAL SERVICES COMMISSIONERS
CITY OF LOS ANGELES

REGULAR MEETING AGENDA
Tuesday, August 9, 2022
9:30 a.m.

To join the meeting via Zoom use this link: <https://us06web.zoom.us/j/95903249556>
Or Dial (669) 900-6833 and use Webinar ID No. 959 0324 9556 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 State Assembly Bill 361 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 can either access the link located above or call (669) 900-6833 and use Webinar ID No. 959 0324 9556 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 agenda items and non-agenda items of public interest within the Board's subject matter jurisdiction. The rules regarding public comment are set forth at the bottom of this agenda.

Note: The Brown Act prohibits the Board and staff from discussing or taking action relative to a speakers' comments on non-agenda items. Some of the matters raised in public comment may appear on a future agenda.

- 2. NEIGHBORHOOD COUNCIL INPUT** - Discussion with Neighborhood Council representatives on Neighborhood Council written resolutions or Community Impact filed with the City Clerk which relate to any agenda item listed on this agenda for the Board of Animal Services Commissioners.

3. COMMISSION BUSINESS

- A. Findings to Continue Teleconference Meetings Pursuant to Assembly Bill 361 / Government Code Section 54953(e)(3).

Determination in accordance with AB 361 [Government Code Section 54953(e)(3)] that, while the state of emergency due to the COVID-19 pandemic, as originally proclaimed by the Governor on March 4, 2020, remains active and state or local officials have imposed or recommended measures to promote social distancing, the Board has reconsidered the circumstances of the state of emergency and that the state of emergency continues to directly impact the ability of the Board members to meet safely in person and state or local officials continue to impose or recommend measures to promote social distancing.

- B. Approval of Minutes for the Meeting of July 26, 2022.

- 4. ORAL REPORT OF THE GENERAL MANAGER** – Report and updates from the General Manager on Department operations, including staffing, shelter operations/programs, and past and upcoming Department events. Updates will include status of facility door bells, signage, D-300 spay/neuter deferrals, climate change study, and Pet Food Pantry statistics.
- 5. COMMISSIONERS' ORAL REPORTS AND FUTURE AGENDA ITEMS** – Commissioner announcements or reports on their own activities and requests for future agenda items.

6. BOARD REPORTS

- A. Acceptance of a \$25,500 Grant from VCA Charities into the General Fund, Animal Welfare Trust Fund, and Animal Sterilization Fund.
- B. Acceptance of a \$200,000 Grant from California for All Animals into the Animal Welfare Trust Fund for Los Angeles Animal Services Lifesaving Programs.
- C. Acceptance of a \$50,000 Grant from Maddie's Fund into the Animal Welfare Trust Fund for Los Angeles Animal Services Lifesaving Programs.
- D. Oral Report on the Shelter Operations at Harbor.

7. ADJOURNMENT

Next Regular Meeting is scheduled for 9:30 a.m., August 23, 2022.

Board of Animal Services Commissioners Meeting Rules

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 website at <https://www.laanimalservices.com/about-us-2/commission/#three>

Public Input at Board Meetings. An opportunity for the public to address the Board on agenda items for which public hearings have not been held will be provided at the beginning of the meeting during the Public Comment Period. Members of the public who wish to speak on agenda items shall be allowed to speak for up to one (1) minute per item and up to a total of three (3) minutes per meeting. When speaking on an agenda item during the Public Comment Period, the speaker shall identify the specific item to which they are speaking and limit their comments to that item. Members of the public will also be allowed an additional one (1) minute to provide general public comment at each regular meeting on any matter that is within the Board's subject matter jurisdiction. The Chairperson may exercise their discretion to change the time periods allocated to public speakers at any particular 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.

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

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. 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 have their 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. Three (3) members of the Board constitute a quorum for the transaction of business. Most items require a majority vote of the entire membership of the Board (3 members). The Board Secretary will announce the items to be considered by the Board. The Board will hear the presentation on the topic and may gather additional information from Department Staff. Once presentations have finished, the Board President will ask if any Board Member wishes to speak on one or more of these items. Some items on the Agenda may be approved without any discussion.

When debate on an item is completed, the Chairperson will instruct the Secretary to "call the roll". Every member present must vote for or against each item; abstentions are not permitted. The Secretary will announce the votes on each item. Any member of the Board may move to "reconsider" any vote on any item on the agenda, except to adjourn, suspend the Rules, or where an intervening event has deprived the Board of jurisdiction, providing that said member originally voted on the prevailing side of the item. The motion to "reconsider" shall only be in order once during the meeting, and once during the next regular meeting. The member requesting reconsideration shall identify for all members present the Agenda number and subject matter previously voted upon. A motion to reconsider is not debatable and shall require an affirmative vote of three members of the Board.

When the Board has failed by sufficient votes to approve or reject an item, and has not lost jurisdiction over the matter, or has not caused it to be continued beyond the next regular meeting, the issue is again placed on the next agenda for the following meeting for the purpose of allowing the Board to again vote on the matter.



**BOARD OF ANIMAL SERVICES COMMISSIONERS
CITY OF LOS ANGELES**



**MINUTES
TUESDAY, July 26, 2022 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 9:34 a.m. Commissioners present were Gross, García, Cohen, Finsten, and Sandoval. Also present from Los Angeles Animal Services (LAAS) was Interim General Manager Annette Ramirez, Assistant General Manager (AGM) Curtis Watts, 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:

- **Claudio Kusnier** - spoke about statements that were made at the PAAW committee meeting and his experience with the media at the shelter. Also expressed frustration over the unfair termination of volunteers.
- **Brian Gilles** - asked the Department to reinstate Claudio and Jean as volunteers and stated that Claudio is needed for dog playgroups. Also stated that more adoption counselors are needed.
- **Whitney Smith** - stated that Claudio and Jean should be reinstated as volunteers and spoke about dogs Laika, Bella, and Apollo who were euthanized.
- **Jeff Mausner** - asked the Department to reinstate the suspended volunteers and stated that the Community Impact Statement of the Northridge East Neighborhood Council regarding the Northeast Valley animal shelter was not included in today's agenda.
- **Dawn** - spoke about an incident where she witnessed a man beating a possum with a stick and stated that this person needs to be prosecuted.
- **Annabelle** - expressed frustration over the prioritizing of animals for the mobile adoption event at Dodger Stadium and not allowing the public to adopt these animals at the shelters. Also suggested that the shelters work with local pet

stores to increase adoptions.

- **Gail Raff** - spoke about the follow-up reports that were requested by the Commissioners from previous meetings.
- **Cat Edwards** - stated that most of the dogs at South LA are unfixed and the Department needs to focus on spay/neuter mandates. Also suggested that former volunteers be reinstated.
- **Paul Darrigo** - asked for an update on the repairs at North Central, suggested documenting when the Commissioners visit the shelters, and stated that it is time to rescind the Covid restrictions at the shelters and allow volunteers to administer full service and duties of caring for the animals.
- **Cathy Serksnas** - concerned about the lack of foster emails for the kittens at the West Valley shelter, spoke about the PAAW meeting, asked for an update on the signage at the shelters, and requested that Claudio and Jean be reinstated.
- **Jody** - stated that the minutes do not reflect the problems at the shelters and demanded that the volunteers who were fired be reinstated. Also suggested that the Department hire dog walkers and additional staff for the shelters.
- **Ken Ross** - expressed disappointment that the Northridge East Neighborhood Council vote to support the VANC resolution was not included in today's agenda and stated that the Neighborhood Councils should be allowed to provide their input regarding the Northeast Valley animal shelter.
- **Michelle Cornelius** - stated that she is still not receiving foster emails, spoke about the disclaimer language that volunteers are supposed to use and asked for the status of the RFP for the Northeast Valley shelter. Also asked for an update on the volunteer applications.
- **Sharon Brewer** - asked where the RFP for the Northeast Valley shelter can be found and asked if there is a policy for holding dogs for mobile events versus adopting at the shelter. Also suggested that a Community Advisory Committee be formed to oversee that the animals are getting the proper exercise that they need.
- **Michelle Kelly** - stated that there is a backlog of processing the volunteer applications and recommended adding a full-time clerk to assist.
- **Lisa** - stated that the Covid exposure policy is a dysfunctional system and spoke about the lack of enrichment for the animals.
- **Liberty** - asked the Department to reconsider and reinstate Claudio and Jean as volunteers and agreed with the suggestion of forming a committee to oversee the enrichment activities.

1. **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

2. COMMISSION BUSINESS

- A. Findings to Continue Teleconference Meetings Pursuant to Assembly Bill 361 / Government Code Section 54953(e)(3) (Action Item; Public comment limited to one minute per speaker)

Determination in accordance with AB 361 [Government Code Section 54953(e)(3)] that, while the state of emergency due to the COVID-19 pandemic, as originally proclaimed by the Governor on March 4, 2020, remains active and state or local officials have imposed or recommended measures to promote social distancing, the Board has reconsidered the circumstances of the state of emergency and that the state of emergency continues to directly impact the ability of the Board members to meet safely in person and state or local officials continue to impose or recommend measures to promote social distancing.

Commissioner Gross moved to approve in determining accordance with Government Code Section 54953(e)(3) that this Board has reconsidered the circumstances of the COVID-19 state of emergency and that the state of emergency continues to directly impact the ability of the Board to meet safely in person and state or local officials continue to impose or recommend measures to promote social distancing.

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 was made by:

- **Whitney Smith** - stated that in-person meetings are important and should be reinstated.
- **Claudio Kusnier** - spoke about the City's Covid guidelines and asked why they are different from the County and other cities. Stated that these meetings should be allowed to meet in person.
- **Sharon Brewer** - stated that the City Council determined that City Commission and Committee meetings are not allowed to meet in person.
- **Lisa** - questioned why the City's Covid guidelines are different from other cities.
- **Annabelle** - stated she prefers the virtual meetings.

- B. Election of Board Officers

Commissioner Finsten nominated Commissioner Gross to another term as President of the Commission. **Commissioner Gross** accepted. **Commissioner García** seconded the motion and it was approved by a unanimous vote of 5-0.

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

Noes: None.

Absent: None.

Commissioner Gross nominated Commissioner García for another term as Vice President of the Commission. **Commissioner García** accepted. **Commissioner Cohen** seconded the motion and it was approved by a unanimous vote of 5-0.

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

Noes: None.

Absent: None.

Public Comment was made by:

- **Jeff Mausner** - stated that the reelection of President Gross should be reconsidered and that his approval rating is low amongst the volunteers and animal activists.
- **Claudio Kusnier** - stated that the public should be able to vote on these nominations.
- **Dawn** - stated that the Commissioners need to resign.
- **Gail Raff** - stated that the concerns from the public should be addressed by the Commissioners.
- **Whitney Smith** - stated that the Commissioners are supposed to be a voice for the people and have not done anything for the animals.
- **Brian Gilles** - stated that Commissioner Gross is not passionate and needs to work on issues raised by the public.
- **Lisa** - asked the Commissioners how many times they have visited the shelters in the last couple of months.
- **Jody** - stated that President Gross has no background working with animals and we need Commissioners who care for animals.
- **Paul Darrigo** - suggested that this vote be tabled and alternate methods for a new board should be considered.
- **Cathy Serksnas** - stated that the entire Commission board needs to be replaced and there should be representation from the Community.
- **Sharon Brewer** - asked if there is a job description for the Commissioners and stated that the Commissioners really need to visit the shelters and report back to the public.
- **Ken Ross** - suggested that this vote be tabled until a new Mayor is appointed and that the Commissioners should be passionate about caring for the animals.
- **Nancy Udavac** - stated that the Commissioners should be working with the public and are not responding to the public's concerns.

C. Approval of the Minutes for Meeting of July 12, 2022.

Commissioner Finsten moved to approve the minutes for the meeting of July 12, 2022.

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 was made by:

- **Jody** - stated that the minutes are inaccurate and should not be approved.

3. ORAL REPORT OF THE GENERAL MANAGER

Interim GM Annette Ramirez discussed the following:

- Last Tuesday the Department attended a special meeting with the Personnel, Audits, and Animal Welfare Committee to discuss concerns recently raised by the media regarding dog walking and enrichment. Due to staffing shortages animal care staff are focused on providing basic care for the animals and rely on volunteer support to provide enrichment.
- The Department currently has 51 vacancies, not including 10 new positions allocated this fiscal year, 13 conditional job offers have been made and 38 positions are in the process of being filled through the certification process, emergency appointment, or citywide transfer.
- The week of July 11-17 there were 51 employees that were out due to Covid. The week of July 18-24 there were 48 employees out due to Covid which is impacting the staff's ability to provide enrichment.
- The Department will need additional staff to support additional volunteers and is working with the City to find additional funding to add an additional volunteer liaison at each shelter and one full-time administrative clerk. The volunteer liaisons act as the volunteers' point of contact at each shelter and are responsible for providing the volunteers training and oversight. The administrative clerk position would be a full time position to process volunteer applications and respond to inquiries regarding the program.
- The Department is also working with the Mayor's office on streamlining the data tracking for enrichment activities.
- The Department has seen an increase in support with the new volunteer applications, donations, and offers for support to assist with enrichment. We are exploring these opportunities and believe that the support will have a great impact on the animals that are in our care.
- Doorbell update: we are working with staff to determine the functionality

- at each facility and will report back on that topic at the next meeting.
- On July 16 and 17 the Department offered adoptions discounted by \$50 for animals that were primarily black in color as part of the basic black adoption discount sponsored by the Pet Care Foundation.
- On July 23 and 24 the Department offered adoption discounts at all six animal centers for the Best Friends national adoption weekend.
- The Department also participated in mobile pet adoption events at Pet Food Express with one adoption, Rosie Bunny Bean, and Bob's Sketchers with five adoptions.
- Upcoming adoption events will be held at Dodger Stadium on Saturday from 8am to 2pm and in Echo Park on Sunday from 11am to 3pm.
- The Department will also be participating in a Community Resource Fair that is being coordinated by the LA County Probation Department in Van Nuys and a Hollywood Family Resource Fair in Hollywood.
- Pet Food Pantry was held on July 17, and July 24. On July 17, there were 326 pets served at Chesterfield Square, 502 pets served at East Valley and 310 pets served at North Central for a total of 1,138 pets served. On July 24, there were 260 pets served at Chesterfield Square, 499 pets served at East Valley and 308 pets served at North Central for a total of 1,067 pets served.
- **Commissioner Gross** reminded Interim GM Ramirez of requests made by Commissioner Cohen about signage at the shelters and the possibility of providing veterinary care at the pet food pantry locations.
- **Commissioner Finsten** requested that the number of adoptions from the discounted adoption events be provided in future reports.
- **Commissioner Sandoval** asked to agendaize an update on volunteer dog walking and enrichment activities. Asked for an update for Dr. Prupas to attend these meetings, the status of reimbursing the volunteers for laundry expenses, and asked for a report if animals are being released from the shelter without being spayed or neutered.

Public Comment was made by:

- **Claudio Kusnier** - spoke about statements that were made at the PAAW committee meeting and stated that he raised concerns to supervisors and provided ideas on how to get the dogs out but staff did not respond.
- **Brian Gilles** - stated that the second volunteer liaison is not needed at the shelters and the Department should focus on staff that is needed in other areas.
- **Jody** - stated that the Department needs adoption counselors and the second volunteer liaison is not needed. Also stated that the volunteers are professionals who help save the animals.
- **Michelle Cornelius** - stated that basic care for the animals is not happening and spoke about the different Covid guidelines between the City and County. Also stated that more ACT's are needed and not an additional volunteer liaison.
- **Michelle Kelly** - offered her services to train volunteers on the basic handling of small animals and asked that the position for the Administrative Clerk be expedited.
- **Liberty** - spoke about funding for staff, asked about the public speaking to the

- media, and spoke about a dog Thor who was not being fed.
- **Whitney Smith** - asked what the City's requirement is for volunteers and the number of volunteers allowed in the shelters under the Covid restrictions. Also stated that the Mayor's office is limiting the amount of volunteers for social distancing.
 - **Jeff Mausner** - asked the Department to reinstate Claudio as a volunteer to establish goodwill with the volunteers.
 - **Garen** - asked if dogs were being released from the shelters without being spayed or neutered and stated that the Department is not listening to the volunteers who are working at the shelters.
 - **Caroline** - stated that all terminated volunteers should be reinstated and the second volunteer liaison is not needed.
 - **Cora Chandler** - stated that hiring an Administrative Clerk, veterinary staff, and ACT's is more important than hiring a second volunteer liaison and that senior volunteers should be allowed to train new volunteers.
 - **Cat Edwards** - stated that dogs are being adopted from South LA without being spayed or neutered, big dogs are not getting walked, and the small animals are not getting the care they need.
 - **Sharon Brewer** - asked about the funding for the additional staff that the Department requested.
 - **Gail Raff** - stated that the Department needs to help the animals.
 - **Cathy Serksnas** - compared the staffing numbers from the past years to the present and stated that the number of adoptions have gone down over the last couple of years.
 - **Annabelle** - stated that shelter staff are not providing the basic care that the animals need and that volunteers are an integral part of the shelter system.

4. COMMISSIONERS' ORAL REPORTS AND FUTURE AGENDA ITEMS

Commissioner Gross:

- Participated as a panelist at the PAAW committee meeting and discussed the topics he addressed at this meeting and thanked the volunteers and staff for their work.
- Requested a report back on retrofitting the shelters for climate change.

Commissioner Cohen:

- Requested an oral report on the Shelter Operations for each shelter.
- Requested that veterinary staff attend the Commission meetings.

Commissioner Finsten:

- None.

Commissioner García:

- Requested an update from The Glue.

Commissioner Sandoval:

- None.

Public Comment was made by:

- **Claudio Kusnier** - stated that the Commissioners should have a role in dealing with the suspension of volunteers.
- **Paul Darrigo** - addressed the comments made by President Gross and asked for the data of relinquished animals.
- **Jody** - stated that the euthanasia numbers are inaccurate and falsely reported.
- **Caroline** - stated that the public's concerns are being ignored by the Commissioners.
- **Brian Gilles** - stated that the volunteers would like to extend their hours at the shelters.
- **Whitney Smith** - asked the Commissioners to report back on the restrictions that the City is imposing regarding the number of volunteers allowed in the shelters. Also spoke about a dog named Abel who needed medical assistance.
- **Michelle Cornelius** - stated that data needs to be acquired for owner surrenders so that the Department can create policies to help keep these animals in the home.
- **Dawn** - spoke about the lack of funding and resources.
- **Liberty** - spoke about her experience with the Baldwin Park shelter and spoke about the euthanasia numbers.
- **Cathy Serksnas** - stated that there is a scheduling problem not a staffing issue and asked for a status on the canine flu vaccines.
- **Gail Raff** - stated that East Valley and North Central are only accepting sick and injured cats.
- **Garen** - stated that there is a mismanagement problem and the concerns from the public need to be addressed.
- **Jeff Mausner** - stated that the Commissioners need to fight for the animals and reinstate suspended volunteers.

5. BOARD REPORTS

- A. Approval of Letters of Agreement with Family Veterinary and ASPCA for Participation in the Citywide Cat Program to Provide Spay/Neuter Services for Free Roaming Cats (Action Item)

Interim GM Annette Ramirez requested approval for the Letters of Agreement with Family Veterinary and ASPCA for Participation in the Citywide Cat Program to Provide Spay/Neuter Services for Free Roaming Cats.

Commissioner Cohen moved to approve the Letters of Agreement with Family Veterinary and ASPCA for Participation in the Citywide Cat Program to Provide Spay/Neuter Services for Free Roaming Cats.

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

Ayes: Gross, García, and Cohen.

Noes: None.

Absent: Finsten and Sandoval.

Public Comment:
None

B. Woofstat Report for June 2022 (Information Item)

Interim GM Annette Ramirez discussed the Woofstat Report for June 2022.

Public Comment was made by:

- **Michelle Cornelius** - spoke about the number of intakes and asked what the percentage is for redeemed spay/neuter vouchers.
- **Claudio Kusnier** - stated that adoption counselors are needed to increase adoptions and asked to be reinstated as a volunteer.
- **Caroline** - spoke off topic regarding this item.
- **Gail Raff** - asked for an update on the additional funding for mobile spay/neuter vans and asked how someone obtains a spay/neuter voucher.
- **Whitney Smith** - asked how the spay/neuter vouchers are being distributed and stated that the Woofstat Report should include a beginning and ending total of animals in the shelters.
- **Cathy Serksnas** - stated that the Woofstat Report should provide a beginning total minus the outcomes to provide a more accurate count of animals for the month. Also asked about the stats for human resources.
- **Jody** - suggested that the Department work with people from the community who are doing TNR and spay/neuter.
- **Dawn** - stated that the Department needs to hire people who are specifically trained to do TNR and spay/neuter.

ADJOURNMENT

Meeting adjourned at 12:21 p.m.

**BOARD OF
ANIMAL SERVICES
COMMISSIONERS**

LARRY GROSS
PRESIDENT

OLIVIA E. GARCIA
VICE PRESIDENT

COMMISSIONERS

JILL COHEN

ALISA FINSTEN

JOSE SANDOVAL

City of Los Angeles
CALIFORNIA



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ANNETTE G. RAMIREZ
INTERIM GENERAL MANAGER

CURTIS R. WATTS
ASSISTANT GENERAL MANAGER
Administration

DR. JEREMY PRUPAS
CHIEF VETERINARIAN

Report to the Board of Animal Services Commissioners

MEETING DATE: August 9, 2022

PREPARED BY: Jennifer Curiel

REPORT DATE: July 28, 2022

TITLE: Director of Field Operations - Shelter

**SUBJECT: ACCEPTANCE OF A \$25,500 GRANT FROM VCA CHARITIES INTO THE
GENERAL FUND, ANIMAL WELFARE TRUST FUND, AND ANIMAL
STERILIZATION FUND**

BOARD ACTION RECOMMENDED:

1. **ACCEPT** a \$25,500 grant from VCA Charities for waived adoption fees of 250 dogs;
2. **APPROVE** the deposit of these funds into the applicable Appropriation Accounts within the General Fund – Fund No. 100, Animal Welfare Trust Fund – Fund No. 859, and Animal Sterilization Fund – Fund No. 842 designated for the grant's restricted purposes;
3. **FORWARD** the acceptance of these grant funds to the Mayor and City Council for approval; and,
4. **APPROVE** the disbursement of these funds in accordance with the provisions of the General Fund, Animal Welfare Trust Fund, and Animal Sterilization Fund.

SUMMARY

The Los Angeles Administrative Code, Section 5.200.1 (Receipt of Property) states that any gift or bequest to be used by the Department that exceeds \$25,000 must be approved by the Mayor and City Council.

On June 28, 2022, the Department of Animal Services was selected to receive a grant in the amount of \$25,500 from VCA Charities. These funds will be restricted to the General Fund – Fund No. 100, Animal Welfare Trust Fund – Fund No. 859, and Animal Sterilization Fund – Fund No. 842 utilized strictly for 250 dog adoptions.

"Creating a Humane LA"

AN EQUAL OPPORTUNITY EMPLOYER

Visit our website at www.LAAnimalServices.com

FISCAL IMPACT:

There will be no financial impact to the General Fund. The funds from this grant will be deposited into the General Fund, Animal Welfare Trust Fund and Animal Sterilization Fund and disbursements will be made pursuant to the provisions of the Funds.

Approved:



Annette G. Ramirez, Interim General Manager

Attachment

BOARD ACTION:

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

Request for Taxpayer Identification Number and Certification

Give Form to the
requester. Do not
send to the IRS.

Print or type
See Specific Instructions on page 2.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.

CITY OF LOS ANGELES - DEPARTMENT OF ANIMAL SERVICES

2 Business name/disregarded entity name, if different from above

3 Check appropriate box for federal tax classification; check only **one** of the following seven boxes:

☐ Individual/sole proprietor or single-member LLC ☐ C Corporation ☐ S Corporation ☐ Partnership ☐ Trust/estate

☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶

Note. For a single-member LLC that is disregarded, do not check LLC; check the appropriate box in the line above for the tax classification of the single-member owner.

☒ Other (see instructions) ▶

CITY GOVERNMENT AGENCY (IRS SEC 170(c)(1))

5 Address (number, street, and apt. or suite no.)

221 N. FIGUEROA STREET, SUITE 600

6 City, state, and ZIP code

LOS ANGELES, CALIFORNIA 90012

7 List account number(s) here (optional)

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) _____

Exemption from FATCA reporting code (if any) _____

(Applies to accounts maintained outside the U.S.)

Requester's name and address (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Note. If the account is in more than one name, see the instructions for line 1 and the chart on page 4 for guidelines on whose number to enter.

Social security number

____ - ____ - ____

or

Employer identification number

9 5 - 6 0 0 0 7 3 5

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 3.

Sign
Here

Signature of
U.S. person ▶

Lilia A. Liclican
LILIA A. LICLICAN - CHIEF ACCOUNTING EMPLOYEE

Date ▶ **JANUARY 13, 2021**

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. Information about developments affecting Form W-9 (such as legislation enacted after we release it) is at www.irs.gov/fw9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following:

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)

- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See *What is backup withholding?* on page 2.

By signing the filled-out form, you:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
2. Certify that you are not subject to backup withholding, or
3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income, and
4. Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct. See *What is FATCA reporting?* on page 2 for further information.

FUNDING TERMS AND CONDITIONS FOR READY FOR RESCUE GRANT TO: Los Angeles Animal Services

The granting of funds from VCA Charities is subject to the below terms and conditions.

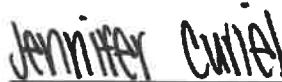
1. Recipient acknowledges that a grant of up to \$25,500 has been approved by VCA Charities to Los Angeles Animal Services for the adoption fee of \$102 per 250 dogs adopted during the dates of June 27 and July 8.
2. Recipient shall hold VCA Charities and its directors, officers, and employees harmless from, indemnify them for, and defend them against any and all claims, demands, actions, liabilities, damages and expenses, including reasonable attorney fees, arising out of or relating to this grant.
3. If, for some reason the Recipient's organization is unable to proceed with the funded project, the Recipient's organization must inform VCA Charities in writing as soon as possible and immediately repay the funding amount received.
4. Any variation to the project, as detailed in the application form, must be agreed to in writing by VCA Charities.
5. VCA Charities understands and supports Recipient publicizing receipt of grants to its communities via news releases, newsletters, organization's website, Facebook, etc. Recipient agrees to provide VCA Charities the opportunity to preview and edit material prior to release. Recipient is encouraged to send VCA Charities digital photos and stories of pets and people helped through VCA Charities' grants. Recipient authorizes VCA Charities, Medical Management International, Inc. (MMI), and/or VCA Animal Hospitals to share these photos and stories on its print, digital and/or other media, and acknowledges such possible sharing. Recipient represents and warrants that it has obtained a release, for each photo and story provided, that permits VCA Charities, MMI and VCA Animal Hospitals to use the photos and stories submitted in print, digital, or other media, and Recipient agrees to indemnify and hold harmless VCA Charities, MMI, and VCA Animal Hospitals from any claims that their use of the photos or stories violates or infringes the intellectual property, privacy, or publicity rights of any third party.
6. Recipient will provide a final written report on the achievements and impact of the project including a financial report detailing how funds were spent. All funds must be expended by August 31, 2022 and the final written report and financial report is expected by this time. Report should include any promotional materials or media releases concerning the funded project, and photos (high-resolution) are strongly encouraged.
7. If the recipient breaches any of these terms and conditions, VCA Charities reserves the discretionary right to reclaim in part or in whole the funding.
8. Please sign this Terms & Conditions and return it to Grants@VCACharities.org by July 6, 2022 and retain a copy of this document for your records. Only after this has been received will monies be distributed to Los Angeles Animal Services.

SUBMITTED BY:



Kim Van Syoc
Executive Director
VCA Charities
12401 W Olympic Blvd.
Los Angeles, CA 90064

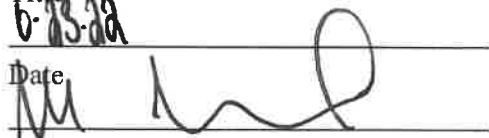
ACKNOWLEDGED BY:



Name
Director of field operations - Shelter

Title
6-23-22

Date


Signature

**BOARD OF
ANIMAL SERVICES
COMMISSIONERS**

LARRY GROSS
PRESIDENT

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City of Los Angeles
CALIFORNIA



ERIC GARCETTI
MAYOR

**DEPARTMENT OF
ANIMAL SERVICES**
221 N. Figueroa Street
6TH Floor, Suite #600
Los Angeles, CA 90012

(888) 452-7381
FAX (213) 482-9511

ANNETTE G. RAMIREZ
INTERIM GENERAL MANAGER

CURTIS R. WATTS
ASSISTANT GENERAL MANAGER
Administration

DR. JEREMY PRUPAS
CHIEF VETERINARIAN

Report to the Board of Animal Services Commissioners

MEETING DATE: August 9, 2022

PREPARED BY: Jennifer Curiel

REPORT DATE: August 3, 2022

TITLE: Director of Field Operations - Shelter

SUBJECT: ACCEPTANCE OF A \$200,000.00 GRANT FROM CALIFORNIA FOR ALL ANIMALS INTO THE ANIMAL WELFARE TRUST FUND FOR LOS ANGELES ANIMAL SERVICES LIFESAVING PROGRAMS

BOARD ACTION RECOMMENDED:

1. **ACCEPT** a \$200,000.00 grant from California For All Animals for restricted purposes on behalf of the City of Los Angeles Department of Animal Services;
2. **APPROVE** the deposit of these funds into the applicable Appropriation Accounts within the Animal Welfare Trust Fund – Fund No. 859, designated for the grant's restricted purposes;
3. **FORWARD** the acceptance of these grant funds to the Mayor and City Council for approval; and
4. **APPROVE** the disbursement of these funds in accordance with the provisions of the Animal Welfare Trust Fund.

SUMMARY

The Los Angeles Administrative Code, Section 5.200.1 (Receipt of Property) states that any gift or bequest to be used by the Department that exceeds \$25,000 must be approved by the Mayor and City Council.

On July 1, 2022, the Department of Animal Services was selected to receive a grant in the amount of \$200,000 from California For All Animals. These funds will be restricted to the Animal Welfare Trust Fund and utilized strictly for lifesaving programs which support the Human Animal Support Services programs to keep families together and animals out of the shelter and in homes. Funding will not be utilized for staffing.

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Report to the Board of Animal Services Commissioners
SUBJECT: ACCEPTANCE OF A \$200,000.00 GRANT FROM CALIFORNIA FOR ALL ANIMALS
INTO THE ANIMAL WELFARE TRUST FUND FOR LOS ANGELES ANIMAL SERVICES
LIFESAVING PROGRAMS

This grant will help the Department continue to assist families by offering access to resources such as; getting lost pets home quickly without having to enter the shelter system; providing food and medical assistance; and continuing to build on a strong adoption and foster program so pets find their permanent homes or are placed in foster care. Funding will go directly to materials and supplies needed for our Lifesaving Programs such as but not limited to: Pet Food Pantry, Special Treatment and Recovery (STAR) Program, Citywide Cat Program, and Foster/Adopter supplies.

FISCAL IMPACT:

There will be no financial impact to the General Fund. The funds from this grant will be deposited into the Animal Welfare Trust Fund and disbursements will be made pursuant to the provisions of the Fund.

Approved:



Annette G. Ramirez, Interim General Manager

Attachment

BOARD ACTION:

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

SHELTER SERVICES AGREEMENT
(City of Los Angeles Department of Animal Services)

THIS SHELTER SERVICES AGREEMENT (“**Agreement**”) is made and entered into as of the date last signed below by and between THE REGENTS OF THE UNIVERSITY OF CALIFORNIA (“**University**”) on behalf of its Davis Campus School of Veterinary Medicine on behalf of its Koret Shelter Medicine Program (“**Facility**”) and CITY OF LOS ANGELES DEPARTMENT OF ANIMAL SERVICES (“**Shelter**”) in connection with the California for All Animals statewide animal shelter assistance program (“**Program**”).

The parties agree as follows:

1. **Shelter Services.** Shelter shall adhere to the scope of work described in “**Exhibit A**”, attached hereto and by this reference made a part hereof (collectively the “**Services**”). University shall reimburse Shelter for costs (“**Expenses**”) pursuant to Section 2 below and as outlined in Exhibit A. “**Deliverables**” shall consist of report(s) and photographs, as applicable, as more fully described in Exhibit A. Additional work shall be performed only if authorized in advance by written amendment to this Agreement executed by both parties. To the extent that any provision of Exhibit A is inconsistent with this Agreement, this Agreement shall take precedence.
2. **Payment by University.** In consideration of Shelter’s Expenses as described in Exhibit A, Facility shall pay Shelter an amount not to exceed \$200,000 to be disbursed upon final signature below. Payment questions should be addressed to Nancy Bei at telephone number (530) 754-9183 or at e-mail address nmbei@ucdavis.edu.
3. **Term.** Services shall be rendered from August 1, 2022 through July 31, 2023.
4. **Endorsement Disclaimer.** Nothing in this agreement shall be interpreted to indicate, imply, or otherwise suggest (i) that University supports, endorses, favors, or advances, any product or service offered, connected, or affiliated with Shelter; or (ii) that University endorses, favors, supports, or opposes, any proposal, measure, program of action, campaign, or public appeal that is advocated, promoted, advanced, or opposed by any other person or entity with respect to the subject matter presented by Shelter.
5. **Amendment.** This Agreement may be amended at any time by amendment in writing and signed by the parties, and no other change in any term or condition shall be valid or binding unless made by amendment.
6. **Mutual Indemnification.** The parties agree to defend, indemnify and hold one another harmless from and against any and all liability, loss, expense, attorneys' fees, or claims for injury or damages arising from the performance of this agreement, but only in proportion to and to the extent such liability, loss, expense, attorneys' fees, or claims for injury or damages

are caused by or result from the negligent or intentional acts or omissions of the indemnifying party, its officers, agents, students, or employees.

7. **Insurance.** The parties at their own respective costs shall carry sufficient insurance, or programs of self-insurance (general liability, workers' compensation, and auto liability), adequate to cover any claims arising from their respective activities under this Agreement.
8. **Force Majeure.** Neither party shall be liable for damages suffered by the other party because of University's or Shelter's failure to perform if failure is due to any cause beyond that party's control.
9. **Relationship of the Parties.** The parties to this Agreement shall be and remain at all times independent contractors, neither being the employee, agent, or representative of the other in their relationship under this Agreement.
10. **Use of University's Name.** Shelter shall not use the name or mark of University in any form or manner in advertisements, reports, or other information released to the public without the prior written approval of University.
11. **Notice.** Any notice, request, or inquiry regarding the provisions of this Agreement, its termination, or similar matters shall be directed to the appropriate party at the following address:

UNIVERSITY (regarding contracts)
Valerie A. Roque
Business & Revenue Contracts
University of California, Davis

One Shields Ave.
Davis, CA 95616
E-mail: vroque@ucdavis.edu

SHELTER (regarding contracts)
Jennifer Curiel
Director of Field Operations-Shelter
City of Los Angeles Department of Animal
Services
221 N. Figueroa Street
Los Angeles, CA 90012
E-mail: jennifer.curiel@lacity.org

UNIVERSITY (regarding project)
Karol Tapias
School of Veterinary Medicine
University of California, Davis
One Shields Ave.
Davis, CA 95616
E-mail: ketapias@ucdavis.edu

12. **University's Right to Use Data.** University shall have the unrestricted right to use for its own purposes, including publication, any data or information which may be developed, provided by or arising in connection with the performance of this Agreement.
13. **Governing Law.** This Agreement shall be construed pursuant to California law.

14. **Federal Exclusion Warranty.** Shelter warrants that it is not excluded from participation in any governmental sponsored program, including, without limitation, the Medicare, Medicaid, or Champus programs (<http://exclusions.oig.hhs.gov/search.html>) and the Federal Procurement and Nonprocurement Programs (<https://www.sam.gov/index.html/##11#1>). This agreement shall be subject to immediate termination in the event that Shelter is excluded from participation in any federal healthcare or procurement program.
15. **Termination.** University may terminate this Agreement at any time by giving Shelter thirty (30) calendar days' written notice of such action.
16. **Entire Agreement.** This Agreement constitutes the entire understanding of the parties respecting the subject matter hereof and supersedes any prior understanding or agreement between them, written or oral, regarding the same subject matter.

AGREED:

CITY OF LOS ANGELES DEPARTMENT OF ANIMAL SERVICES

THE REGENTS OF THE
UNIVERSITY OF CALIFORNIA

By: Annette G. Ramirez By: _____
(authorized signature)

Print name: Annette G. Ramirez

UC Davis

Title: Interim General Manager

Date: 06/30/2022 Date: _____

Exhibit A

Scope of Work

1. Purpose of the work: *City of Los Angeles Department of Animal Services will continue the implementation of a number of shelter programs that will provide resources to the community, such as food and medical assistance, to help keep pets in their homes. City of Los Angeles Department of Animal Services will continue to build strong adoption and foster programs to find permanent homes for shelter pets, and will provide vouchers to private veterinary clinics for spay/neuter surgeries to be performed on community cats with a goal of sterilizing 20,000 community cats annually.*
2. Roles and responsibilities of each party: *City of Los Angeles Department of Animal Services will continue the ongoing execution of the following programs: The Pet Food Pantry, the Special Treatment and Recovery program, the Foster program, the Safety Net Fostering program, the Community Cat program & the Pet Retention Support program. No university equipment will be used.*
3. Dates and times will the work be completed: *Work will be completed during the contract period of August 1, 2022 through July 31, 2023.*
4. Location where work will be performed:

Programming may take place at any of the Los Angeles City Animal Shelters:

East Valley Center – 14409 Vanowen St., Van Nuys, CA 91405
Harbor Center – 957 N. Gaffey Street, San Pedro, CA 90731
North Central Center – 3201 Lacy Street, Los Angeles, CA 90031
Chesterfield Square Center – 1850 W. 60th St. Los Angeles, CA 90047
West Los Angeles Center – 11361 West Pico Blvd., Los Angeles, CA 90064
West Valley Center – 20655 Plummer Street, Chatsworth, CA 91311
5. Required deliverables: *One final report will be required upon completion of the grant. Additional touch points during the grant will be discussed with project officer.*
6. Project milestones: *Program pilot to be completed by July 31, 2023.*
7. Total cost of the services: *Total of services not to exceed \$200,000.*
8. Payment schedule: *Payment will be upon execution of the agreement.*
9. Anticipated additional work: *Additional work is not anticipated at this time.*

**BOARD OF
ANIMAL SERVICES
COMMISSIONERS**

LARRY GROSS
PRESIDENT

OLIVIA E. GARCIA
VICE PRESIDENT

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JILL COHEN

ALISA FINSTEN

JOSE SANDOVAL

City of Los Angeles
CALIFORNIA



ERIC GARCETTI
MAYOR

**DEPARTMENT OF
ANIMAL SERVICES**
221 N. Figueroa Street
6TH Floor, Suite #600
Los Angeles, CA 90012

(888) 452-7381
FAX (213) 482-9511

ANNETTE G. RAMIREZ
INTERIM GENERAL MANAGER

CURTIS R. WATTS
ASSISTANT GENERAL MANAGER
Administration

DR. JEREMY PRUPAS
CHIEF VETERINARIAN

Report to the Board of Animal Services Commissioners

MEETING DATE: August 9, 2022

PREPARED BY: Jennifer Curiel

REPORT DATE: August 3, 2022

TITLE: Director of Field Operations - Shelter

SUBJECT: ACCEPTANCE OF A \$50,000 GRANT FROM MADDIE'S FUND INTO THE ANIMAL WELFARE TRUST FUND FOR LOS ANGELES ANIMAL SERVICES LIFESAVING PROGRAMS

BOARD ACTION RECOMMENDED:

1. **ACCEPT** a \$50,000 grant from Maddie's Fund for restricted purposes on behalf of the City of Los Angeles Department of Animal Services;
2. **APPROVE** the deposit of these funds into the applicable Appropriation Accounts within the Animal Welfare Trust Fund – Fund No. 859, designated for the grant's restricted purposes;
3. **FORWARD** the acceptance of these grant funds to the Mayor and City Council for approval; and
4. **APPROVE** the disbursement of these funds in accordance with the provisions of the Animal Welfare Trust Fund.

SUMMARY

The Los Angeles Administrative Code, Section 5.200.1 (Receipt of Property) states that any gift or bequest to be used by the Department that exceeds \$25,000 must be approved by the Mayor and City Council.

On June 1, 2022, the Department of Animal Services was selected to receive a grant in the amount of \$50,000 from Maddie's Fund. These funds will be restricted to the Animal Welfare Trust Fund and utilized strictly for lifesaving programs which support the Human Animal Support Services programs to keep families together and animals out of the shelter and in homes. Funding will not be utilized for staffing.

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Report to the Board of Animal Services Commissioners
SUBJECT: ACCEPTANCE OF A \$50,000 GRANT FROM MADDIE’S FUND INTO THE ANIMAL WELFARE TRUST FUND FOR LOS ANGELES ANIMAL SERVICES LIFESAVING PROGRAMS

This grant will help the Department continue to assist families by offering access to resources such as; getting lost pets home quickly without having to enter the shelter system; providing food and medical assistance; and continuing to build on a strong adoption and foster program so pets find their permanent homes or are placed in foster care. Funding will go directly to materials and supplies needed for our Lifesaving Programs such as but not limited to: Pet Food Pantry, Special Treatment and Recovery (STAR) Program, Pet Retention Program, Citywide Cat Program, and Foster/Adopter supplies.

FISCAL IMPACT:

There will be no financial impact to the General Fund. The funds from this grant will be deposited into the Animal Welfare Trust Fund and disbursements will be made pursuant to the provisions of the Fund.

Approved:



Annette G. Ramirez, Interim General Manager

Attachment

BOARD ACTION:

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



June 1, 2022

Annette Ramirez
Acting General Manager/Assistant General Manager
Los Angeles Animal Services
221 North Figueroa
Suite 600
Los Angeles, CA 90012

Dear Annette Ramirez:

The Duffield Family Foundation, dba Maddie's Fund®, is pleased to inform you that on May 17, 2022, its Board of Directors approved a grant in the amount of \$50,000 to be paid to Los Angeles Animal Services to support your operations. This grant is being made in response to the application submitted by Los Angeles Animal Services to Maddie's Fund on March 14, 2022 (the "Proposal"). Payment of this grant is subject to the terms and conditions described more fully below.

Funding of the Grant

Maddie's Fund will fund the grant in the amount of \$50,000 after we receive from Los Angeles Animal Services a countersigned copy of this letter agreement.

Use of Grant Funds

Los Angeles Animal Services agrees that all grant monies received and any income therefrom ("Grant Funds") will be used only to support Los Angeles Animal Services' operations, as described in the Proposal. Grant Funds may not be used for any other purposes without the prior written approval of Maddie's Fund.

Grant Reporting Requirements

Your reporting requirement will be a Zoom Huddle, in lieu of a written report, scheduled for January 19, 2023, at 11AM PST/2PM EST. You will receive an email approximately 30 days before your scheduled Huddle that will include your scheduled date and time and link to register. You can find the [questions that will be asked during the Zoom Huddle on our website](#) (questions are subject to change). The registration link for the Zoom Huddle can also be found in your Grants Portal database.



Los Angeles Animal Services acknowledges that it is a member of the Maddie's Fund Coalition in Shelter Animals Count (www.shelteranimalscount.org).

As a national animal welfare leader and funder of animal welfare in North America, Maddie's Fund believes that organizations should be transparent about the number of animals that come under their care, and the outcome for all of those animals. That is why we support the public availability of key data (the basic data matrix as defined by [Shelter Animals Count](http://www.shelteranimalscount.org)), from all animal welfare agencies and nonprofits, both publicly and privately funded and whether or not they provide government animal control services or humane law enforcement.

Maddie Recognition

Los Angeles Animal Services agrees that Maddie's Fund will be given appropriate recognition, commensurate with the level of funding provided by this grant, (1) in any social media post, press release, article, newsletter, or other publication issued by Los Angeles Animal Services, which discusses this grant or any activities funded in whole or part by this grant and (2) in any talks or other presentations by Los Angeles Animal Services before civic or community groups, the press, or other public gatherings, which presentation mentions this grant or any activities funded in whole or part by this grant and (3) on your donor wall, annual report, website, newsletter or other printed materials with donor information. Los Angeles Animal Services will consult with Maddie's Fund in implementing this paragraph and using the recognition logo or hashtag #ThanksToMaddie. The [Maddie's® Grant Recognition Toolkit](http://www.maddiesfund.org/grant-recognition.htm) can be found here: <http://www.maddiesfund.org/grant-recognition.htm>.

Los Angeles Animal Services agrees to post on [Maddie's® Pet Forum](http://www.maddiesfund.org/pet-forum) about your programs, including posting about your successes and/or challenges and sharing useful materials to the resource library.

Remedies

Los Angeles Animal Services agrees to immediately repay to Maddie's Fund any portion of Grant Funds which is spent or committed for any purpose other than operations, as described in the Proposal. If Maddie's Fund in its reasonable discretion determines that Los Angeles Animal Services has substantially violated or failed to carry out any provision of this letter agreement, including but not limited to failure to submit adequate reports when due, Maddie's Fund may, in addition to any other legal remedies it may have, refuse to make any further grant payments to Los Angeles Animal Services under this or any other grant agreement, and Maddie's Fund may demand the return of all or part of the grant funds not properly spent or committed to third parties, which Los Angeles Animal Services shall immediately repay to Maddie's Fund. Maddie's Fund may also avail itself of any other remedies available by law. This Agreement may be enforced by Maddie's Fund by an action for specific performance and injunctive relief or by any other appropriate remedy by any court having jurisdiction. Los Angeles Animal Services acknowledges and agrees that Maddie's Fund shall have the legal standing necessary to bring any suit it deems necessary to enforce the terms of this letter agreement.

General Provisions

Maddie's Fund may review financial and other records and materials connected with any equipment purchased or activities financed by this grant. Los Angeles Animal Services also agrees to allow Maddie's Fund to distribute this letter agreement to other third parties and to reference and/or include information about this grant in public reports, press releases, and other public or private communications with input from Los Angeles Animal Services.

By countersigning this letter, you represent that Los Angeles Animal Services is a political subdivision of a state, county, or municipality as described in Internal Revenue Code Section 170(c)(1). Los Angeles Animal Services agrees that it will use proceeds granted by Maddie's Fund for exclusively public purposes as required by IRC Section 170(c)(1). Los Angeles Animal Services will not use any amounts granted by Maddie's Fund to carry on propaganda or otherwise attempt to influence legislation. Los Angeles Animal Services also agrees not to use the Grant Funds to influence the outcome of any specific public election, or to carry on, directly or indirectly, any voter registration drive.

The activities described in this agreement in no way create an agency relationship between Maddie's Fund and Los Angeles Animal Services, or any other person, organization, or entity related to or acting on behalf of Los Angeles Animal Services. Nor do the activities described in this agreement make Maddie's Fund in any way responsible for the actions or inactions of Los Angeles Animal Services, or any other person, organization, or entity related to or acting on behalf of Los Angeles Animal Services.

This letter agreement constitutes the entire agreement between the parties and supersedes any prior oral or written understandings, communications, and representations. This agreement may be signed in counterparts and may be amended or modified only by a written document executed by duly authorized representatives of Los Angeles Animal Services and Maddie's Fund. The failure by Maddie's Fund to exercise or enforce any right under this agreement, or the waiver of any such right at the time it arises, shall not operate as a waiver of Maddie's Fund's right to exercise or enforce such right or any other right in the future.

If this letter correctly sets forth Los Angeles Animal Services' understanding of the agreement with Maddie's Fund regarding this \$50,000 grant, please countersign this letter at the place indicated below and return it to Maddie's Fund.



On behalf of all of us at Maddie's Fund, we wish Los Angeles Animal Services the best of success in its humane work.

Sincerely,

MADDIE'S FUND®

By: Mary Ippoliti-Smith
Mary Ippoliti-Smith
Executive Leadership Team

AGREED TO AND ACCEPTED ON THIS DATE: Jun 2, 2022

LOS ANGELES ANIMAL SERVICES

By: Annette G. Ramirez
Annette Ramirez
Acting General Manager/Assistant General Manager



Maddie's
Fund

6150 Stoneridge Mall Road, Suite 125, Pleasanton, CA 94588
925.310.5450 | info@maddiesfund.org | www.maddiesfund.org

P. 4