Monterey County Animal Services Division
Environmental Health Bureau
Directors Report
3-22-18

Recruitment update:

Animal Services Operations Manager: Recruitment initiated with a 30-day recruitment period in February. Applications received undergoing screening by departments HR staff.

Veterinarian: Recruitment completed and Dr. Watanabe was selected and will work as a .5 FTE (20 hour a week full time employee) beginning on April 2, 2018. Dr. Watanabe is currently completing registration with DEA for pharmaceutical purchases and working with state to register the clinic under her license prior to her start date. We welcome Dr. Watanabe to our Animal Services staff of the Environmental Health Bureau. Animals requiring spay or neuter or euthanasia have been transported to the SPCA who has offered to assist us during this interim period.

Registered Vet Tech (RVT): Laura Ramos, who was selected as our RVT and began work January 2018 at the shelter will also work for 20 hours per week as a .5 FTE.

Animal Care Technicians (ACT): Five .5 full time equivalent (FTE) staff were hired and are currently working in the shelter. Total ACT staff consist of three full time ACT and five .5 FTE staff and one full time Senior ACT (lead).

Office Assistant: We are continuing to evaluate 2018-19 Animal Services budget impacts with HD finance team regarding this position.

Animal Control Officer: Position was vacated due to retirement. We are continuing to evaluate 2018-19 Animal Services budget impacts with HD finance team regarding this position.

Administrative Manager: Interviews were held in Early March and two applicants are scheduled for a second interview. Once completed, the final selection will be made. It is anticipated that based on scheduling and applicants’ requirements that the successful candidate may be on board early May 2018.

Operational Updates

Clinic

- EH management staff will work with Vet and RVT to establish a schedule to spay and neuter every “adoptable” animal and then house these adoptable animals in a designated area for public viewing. This plan will increase adoptions by making all dogs and cats instantly available for adoption by eliminating the one week lag time currently in place.
- EH management staff will coordinate and discuss with the City of Salinas to offer services for spay and neuter for their adoptable animals.
- There are no current plans to offer extended clinic services to the public.
• EH management staff will work with Vet and RVT to assess opportunities for offsite vaccination/licensing clinics and/or working with non-profit spay and neuter mobile services in south Monterey county.

Volunteer Program

• Bureau staff request the opportunity to present to the advisory board an update on the current/existing Volunteer program and Volunteer opportunities within the shelter at the next scheduled meeting.

Animal Control

• ACO staff are working with EH management and Emergency Operations Center staff to establish Emergency plans in handling animals during natural or manmade disasters. Plans will review rescue, housing, medical treatment, transport, mutual aid and disposal of animal carcasses.
• ACO vehicles are being installed with cooling units to maintain safe temperatures for animals.
• Equipment for use by ACO’s has been and will be updated per staff assessment of needs.
• ACO staff were supplied with new laptops and are wi-fi enabled to work from the field longer without having to return to access AS software.
• ACO “on call” responsibilities have been reduced to working only Monday 5 p.m. to Friday 8 a.m. due to current staffing levels.

Statistics

• Every year, the Monterey County Health Officer/Director of Public Health, is charged by the state of California Department of Public Health, to monitor rabies exposures and infections in our county. By monitoring rabies exposures and infections in wild life, domestic animals and humans throughout the county and the state, we can look for any hot spots or areas where rabies is most prevalent and focus resources needed to avoid possible outbreaks that may endanger humans. This report is being compiled for submittal to the state from the Health Officer. A copy will be provided to the board at the next meeting and it will be posted on our AS webpage.
• Currently we process on average 8 adoptions per week (based on current data).
• Walk in traffic by the public averages 284 per week and 52 daily (based on current logs).

Information Requested

During the last advisory board, Ms. Long requested an update on temperament evaluation of animals in the shelter. Staff have provided the following in response to that question.

• “Our Criteria; all dogs receive a temperament evaluation at least once prior to approving for adoption and sometimes more than once. Staff is certified to perform the Safer Assessment Temperament Evaluation through the ASPCA. Staff are also trained and experienced dog behaviorist, equipped to perform from basic positive reinforcement training to agility training. Staff have attended many training seminars/workshops through the years provided by; HSUS (Humane Society of the United States), ASPCA, NACA (National Animal Care and Control Association) Trish King, Sue Sternberg and have been Certified for CGC (Canine Good Citizen)
with the American Kennel Club and have worked alongside the National Disaster Search Dog Foundation and can recognize good search dog candidates.”

**Facility Security**

There are continued concerns by staff as to building security and safety for the public and AS staff. In response, we have instituted the following measures which were reported to the board at the last meeting.

- All visitors (county and public) will sign in and out when entering the facility. This includes members of the public viewing animals. Advisory Board members are members of the public.
- All county staff, volunteers, and visiting students will wear identifiable clothing.
- All county staff will wear ID badges.
- No member of the public will have access to or enter into any “employee only” work area without prior approval from operations manager or interim management staff.
- Facilities management staff is currently reviewing security door access to employee only areas.
- Facilities management staff reviewing security camera operability and positioning.

**Board Updates**

- There are no current Board of Supervisor vacancies.
- When vacancies exist, the HD will assist all board offices to recruit for candidates as they occur to achieve representation from “veterinary profession, the educational community, agricultural industry, pet owner association and clubs, kennel and pet shop owners, cities and concerned citizens” as described in the Bylaws and to more closely reflect the diversity of Monterey County population.
- As reported in the last meeting all candidates, existing or new, will need to apply for any of the four Health Directors appointed positions. The HD director will evaluate using the criteria listed above and then make selections.
- As noted in last meeting a link for Roberts Rules of Order was provided to assist board members with management of meetings. In addition, I have provided a “cheat sheet” to assist you.

**2018 goals for Animal Services as directed by the Health Director**

1. Explore feasibility of recommending to the Board of supervisors that they adopt a Spay and Neuter Ordinance.
2. AS staff and management will work in preparation of setting inspection criteria for all pet shops and/or kennels to ensure compliance with AB 485 by the 1-25-19 implementation date.
3. Work with clinic staff and shelter staff to spay and neuter adoptable ready animals and display animals in a defined location for public viewing to expedite potential adoptions. This will eliminate the holding times and increase the probability of immediate adoptions.
4. Explore the feasibility of reinstating a Community Cats Program
As noted during the last meeting I am available to meet with any advisory board member on any topic to provide clarification or to work in obtaining information requested prior to the next scheduled board meeting. I have been and continue to make myself available to all members. Below is my contact information to schedule a meeting with you.

John Ramirez, Director Environmental Health Bureau
(831) 755-4539
RamirezJ1@co.monterey.ca.us
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**STRAYS**

**ADOPTABLE**
Date: March 22, 2018

To: CHP Captain Kelly Cardoza
CHP Dispatch Center
Monterey County Sheriff Steven Bernal
Monterey County Emergency Communications Operations Manager Leslie Ragghianti
Cindy Burnham, City of Salinas Animal Services

Subject: Update Schedule for Monterey County Animal Control Officer Availability

Due to staff resource limitations effective immediately, County of Monterey Animal Control Officers will be providing after-hours (between 5:00 pm to 8:00 am) on-call coverage from Monday through Thursday only, as well as on County observed holidays (for 24 hours).

Regular work shifts Monday through Friday from 8:00 am to 5:00 pm are not changing.

During times when an Animal Control Officer will not be available for after hours on-call (Fridays through Sunday) note that any emergency calls that may involve public safety will be referred to the Emergency Communication/911 Center.

Thank you,

[Signature]
Elsa Jimenez
Director of Health
County of Monterey

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