



COUNTY OF MONTEREY HEALTH DEPARTMENT

Elsa Jimenez, Director of Health

Administration
Behavioral Health

Clinic Services
Emergency Medical Services
Environmental Health/Animal Services

Public Health
Public Administrator/Public Guardian

Nationally Accredited for Providing Quality Health Services

MONTEREY COUNTY ANIMAL CONTROL PROGRAM ADVISORY

BOARD Meeting Minutes

Thursday, June 28, 2018

3:30-5:00 p.m.

Location

Monterey County Animal Services
Center
160 Hitchcock Road, Salinas CA
93908

I. CALL TO ORDER by Chair at 3:30 p.m.

Nine members attended, a quorum was present.

Mary Arnold, Appointee of the Director of Health
Frank Kocher, DVM, Appointee of the Director of Health
Leslie McDaniel, Appointee of the Director of Health
Tom Bailey, Appointee of the Director of Health
Mike Richards, Representing-District 1 Supervisor Alejo
Nannette Newbury, Representing- District 2 Supervisor Phillips
Debra Long, Representing-District 4 Supervisor Parker
David Alexander, Representing- District 5 Supervisor Adams

Members Absent: Basil Smith, Appointee of District 3, Supervisor Salinas

EX OFFICIO MEMBERS:

Lisa Hoefler, SPCA Director of Operations
Cmdr. Joseph Banuelos, Monterey County Sheriff's Office

PUBLIC ATTENDEES:

Ben Logue – MCAS Animal Care Tech II

COUNTY OF MONTEREY STAFF:

Elsa Jimenez, Director of Health
John Ramirez, Director of Environmental Health
Josh Stratton, Aide to District 2 Supervisor Phillips
Ric Encarnacion, Assistant Director of Environmental Health
Cindy Burnham, Management Specialist-Animal Services Administrator
Elias Salameh, Deputy County Counsel
Robin Kimball, Management Analyst, Environmental Health

Approval of minutes from ACPAB meeting of March 22, 2018

ACTION: The minutes from ACPAB meeting of March 22, 2018 were approved as presented.

II. ORAL COMMUNICATIONS BY THE PUBLIC

Any member of the public may address the Advisory Board for a period not to exceed three minutes on any issue within the Advisory Board's jurisdiction that is not on the Advisory Board's agenda; any member of the public may address the Advisory Board on agenda items as they are considered. The Animal Control Program Advisory Board will listen to all communications regarding items not on the agenda but may not take any action, except to clarify, briefly respond, or to direct staff to report back on the item at a future meeting or place the item on a future agenda. Information for members of the public requiring disability-related modification or accommodation is set forth at the end of this agenda.

Public comment was received regarding Animal Services staff not being informed of ACPAB meeting outcomes.

Public comment was received regarding Animal Services staff not being able to speak with board members of the ACPAB.

III. CORRESPONDENCE –Mary Arnold, Chair

Eli Salameh, Deputy County Counsel, clarified the role the Brown Act has regarding the circulation of documents and publicly noticed meetings, with further review of the Brown Act to follow as Agenda Item F. A motion was made, seconded and carried to present and discuss two 'gag orders' at the next scheduled meeting.

IV. NEW BUSINESS

A. Member Appointment Terms-

Basil Smith, 7/1/2020

Frank Kocher, DVM 6/30/2018

Leslie McDaniel, MD, 7/1/2019

Tom Bailey, 7/1/2019

David Alexander, 7/1/2019

Nannette Newbury, 7/1/2018

Mary Arnold, 7/1/2018

Debra Long, 7/1/2020

Mike Richards, 7/1/2020

Mary Arnold, Chair announced that she and Nannette Newbury were not reappointed to serve as members of the ACPAB, nominees are pending for approval by the Board of Supervisors.

B. Introduction of Animal Services Administrator

John Ramirez introduced Cindy Burnham as the Animal Services Administrator.

C. Discuss and Set Date for Joint City and County Advisory Board Meeting

ACTION: A joint meeting with both City and County Advisory Boards will be set. To comply with Brown Act public meeting protocol, an agenda will be posted 72 hours in advance for each advisory board - **Approved**

D. Introduce Nominations of Board Officers

Nominations for Chair and Vice-Chair were introduced.

E. Election of Board Officers

ACTION: *The following nominations were submitted for terms ending June 30, 2019 and were approved by unanimous vote:*

Chair-Mike Richards – **Approved**

Vice Chair: David Alexander - **Approved**

F. Brown Act Presentation

Eli Salameh, provided an overview and instruction with who, how and what to communicate to avoid Brown Act violations. New advisory board members should receive Brown Act training, possibly during board orientation. Any information to be distributed to advisory board members should be sent to the Health Department designated staff person for distribution.

G. Receive, Discuss and Approve Annual Report to Board of Supervisors

ACTION: A motion was made and seconded to change the language of the Annual Report to the Board of Supervisors from opposing a mandatory spay/neuter ordinance to discussing the pros and cons of a mandatory spay/neuter ordinance. Motion denied. A second motion was made, seconded and carried to change the names on the front cover sheet to reflect Dr. Edward Moreno as Health Officer and Henry Gonzales, Agricultural Commissioner and submit the report as amended through the Director of Health for presentation to the Board of Supervisors through the Clerk of the Board –**Approved**

H. Set Future Meeting Agenda Items

Meeting agenda items will be prioritized through an Ad Hoc committee, consisting of Debra Long, Frank Kocher and Leslie McDaniel, to meet to set priorities for future ACPAB meetings. Additionally, a meeting of the full board was set for August 2, 2018.

V. REPORTS

A. Animal Services Monthly Statistics-Ric Encarnacion

Ric Encarnacion reviewed the monthly statistics. A request was made to provide year to date statistics as a comparison in addition to monthly statistics as well as updates on owner surrender statistics.

B. Animal Services Management Report-John Ramirez

John Ramirez provided a brief overview of the Animal Services Management Report. Elsa Jimenez addressed questions regarding the budget approval of AS positions.

VI. OLD BUSINESS – None

VII. ANNOUNCEMENTS AND ADJOURNMENT

After the Board thanked Mary Arnold for her participation on the ACPAB; a certificate of appreciation was presented by Elsa Jimenez and the meeting adjourned at 5:05 p.m. The next scheduled meeting will be held on August 2, 2018 at 3:30 p.m.