



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, September 13, 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.

Eight members attended, a quorum was present.

Susan Saucedo, 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
Darla Barnes Smith, Representing- District 2 Supervisor Phillips
Debra Long, Representing-District 4 Supervisor Parker
David Alexander, Representing- District 5 Supervisor Adams
Absent: Basil Smith

EX OFFICIO MEMBERS:

Leigh Jeter, Salinas Animal Shelter Commission

PUBLIC ATTENDEES:

Mary Koch

COUNTY OF MONTEREY STAFF:

Ric Encarnacion, Assistant Director of Environmental Health
Cindy Burnham, Management Specialist-Animal Services
Elias Salameh, Deputy County Counsel
Rob Durham, Management Analyst III, Environmental Health
Jesse Anaya, Office Assistant III

Approval of minutes from ACPAB meeting of August 9, 2018

ACTION: The minutes from ACPAB meeting of August 9, 2018 were approved as presented.

II. ORAL COMMUNICATIONS BY THE PUBLIC

None.

III. CORRESPONDENCE –Mike Richards, Chair (3:35-3:40)

No correspondence was presented.

IV. NEW BUSINESS

A. Receive update from Ad Hoc Committees:

-Ad Hoc Committee for Volunteer Committee –The Board will receive further recommendations/information from Ad Hoc Committee regarding a Volunteer Coordinator position description, sharing the position between the MCAS/SAS, and will receive an update from Elsa Jimenez. Once information is obtained, they will follow the process to submit in writing to the EHB Director for submission to the Board of Supervisors. Mike Richards volunteered to be a member of this committee.

-Ad Hoc Committee for Citation Process – Discussion was held regarding Chair Richard’s proposal to present to the Board of Supervisors. No action taken.

-Ad Hoc Committee for MCACPAB Bylaws –Members to meet and provide an update on Bylaws as a future agenda action item. Rob Durham will invite Valiska Lujan, Sr. Animal Control Officer, to attend future ACPAB meetings.

B. Receive and Discuss Update of Evaluation Process for Shared Resources with City of Salinas: Items were shared and discussed on Joint County and City Meeting held on September 13, 2018.

C. Receive and Discuss Update from Administration on Spay/Neuter Ordinance:

Mike Richards stated that this has “Slowed down to a year or two”. This will be a continuing agenda item.

D. Discuss Monterey County Animal Services Adoption Process:

Ideas to promote adoptions were presented that pointed to marketing, web-page enhancement, volunteer participation - photographs and social media and volunteer participation during pet introductions with prospective adopters. This will be a future agenda item.

E. Consider Proposed Meeting Time Change:

ACTION: Meetings will be held once a month. The next meeting is scheduled for Wednesday, October 24th at 3:30. Cindy Burnham will review the possibility of having October’s meeting as a Joint Meeting with the City of Salinas advisory board and will discuss with management about the possibility of meetings extending beyond 5:00 p.m.

F. Discuss Ideas for Clinic Utilization:

This item was tabled as it relates to Joint Powers Agreement (JPA) and will be discussed as the JPA progresses. **Tabled**

G. Discuss and Consider Joint Agencies Animal Abuse and Neglect Protocols. **Tabled**

V. REPORTS – (4:50-5:00)

A. Animal Services Monthly Statistics-Ric Encarnacion (*Attachment*)

Ric Encarnacion Presented the monthly statistics stating that there is a decrease in ER Feral due to protocol from ER Feral to Stray, and staffing changes. (Decrease for ER Feral shown in Increase for Stray Intakes) Also, there was an increase in adoptions.

- B. Animal Services Management Report-John Ramirez
No report.

VI. OLD BUSINESS –

Valiska Lujan, Sr. Animal Control Officer, will be requested to attend the ACPAB meetings.

VII. ANNOUNCEMENTS AND ADJOURNMENT

The meeting was adjourned at 5:08 p.m.

Next Meeting:

Wednesday, October 24, 2018, 3:30-5:00 p.m.

Meeting Location: 160 Hitchcock Road, Salinas CA 93908