



# 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 Announcement and Agenda

Thursday, January 17, 2019

3:30-5:00 p.m.

### Location

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

- I. **CALL TO ORDER by Chair** (3:30-3:35)
  - A. Approval of minutes from ACPAB meeting of December 13, 2018 (*Action*)
  
- 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.
  
- III. **CORRESPONDENCE –Mike Richards, Chair** (3:35-3:40)
  
- IV. **NEW BUSINESS**
  - A. Receive and discuss an update (if any) from the Ad Hoc Committee RE: Volunteer Program. *Frank, Leslie, Tom.* (3:40-3:45)
  - B. ACTION ITEM. Review, discuss and vote potential revisions to Title 8 and/or related policies regarding citations and on forwarding a memorandum from the ACPAB to the Board of Supervisors through the Director of Health RE: Conversion of Citation Process from Criminal to Administrative. *Mike, David.* (3:45-4:00)
  - C. ACTION ITEM. Review, discuss and vote on forwarding a memorandum from the ACPAB to the Board of Supervisors through the Director of Health recommending two changes to the ACPAB bylaws concerning conflict of interest and membership criteria. *David, Debra, Mike.* (4:00-4:15)
  - D. Review and discuss procedural issues re: kennel inspections and permitting and potential revisions to kennel inspection and permitting process and forms. *Debra.* (4:15-4:30)
  - E. Review and discuss whether to recommend revising other sections of Title 8. (4:30-4:40)
  
- V. **REPORTS –** (4:40-4:55)
  - A. Animal Services Monthly Statistics-Cindy Burnham (*Attachment* )

- B. Animal Services Management Report-Cindy Burnham (*Attachment* )
- C. Field Report – (*Valiska Lujan*)

**VI. OLD BUSINESS** – None

**VII. ANNOUNCEMENTS AND ADJOURNMENT** (4:55-5:00)

Next Meeting:

**2019, 3:30-5:00 p.m.**

Meeting Location:

160 Hitchcock Road, Salinas CA 93908

Adjournment

Documents related to agenda items that are distributed to the Animal Control Program Advisory Board less than 72 hours prior to the meeting shall be available for public inspection at 160 Hitchcock Road, Salinas, California. Documents distributed to the Animal Control Program Advisory Board at the meeting by County staff will be available to the public at the meeting; documents distributed to the Animal Control Advisory Board by members of the public shall be made available after the meeting.

**ALTERNATE AGENDA FORMATS:** If requested, the agenda shall be made available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 USC Sec. 12132), and the federal rules and regulations adopted in implementation thereof. Individuals with a disability requiring a modification or accommodation, including auxiliary aids or services, in order to participate in the public meeting may make these requests to the Monterey County Health Department/Animal Services Administrator:

Cindy Burnham, Administrator-Animal Services  
Monterey County Health Department/Animal Services  
160 Hitchcock Road  
Salinas, CA 93908  
(831) 769-8796  
[Burnhamc1@co.monterey.ca.us](mailto:Burnhamc1@co.monterey.ca.us)