



COUNTY OF MONTEREY HEALTH DEPARTMENT

Elsa Jimenez, Director of Health

Administration Clinic Services Public Health
Behavioral Health Emergency Medical Services Public Administrator/Public Guardian
Environmental Health/Animal Services

Nationally Accredited for Providing Quality Health Services

MONTEREY COUNTY ANIMAL CONTROL PROGRAM ADVISORY BOARD Meeting Minutes

Thursday, June 27, 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** at 3:30 p.m.

Five members attended, a quorum was present.

David Alexander, Representing- District 5 Supervisor Adams
Mike Richards, Representing-District 1 Supervisor Alejo
Darla Barnes Smith, Representing- District 2 Supervisor Phillips
Debra Long, Representing-District 4 Supervisor Parker
Tom Bailey, Appointee of the Director of Health
Frank Kocher, DVM, Appointee of the Director of Health

EX OFFICIO MEMBERS:

Joseph Banuelos, Monterey County Sheriff's Department
Elaine McCleaf, Monterey County District Attorney

PUBLIC ATTENDEES:

COUNTY OF MONTEREY STAFF:

Cindy Burnham, Animal Services Administrator
Rebecca Cenicerros, Deputy County Counsel

I. **Approval of minutes from ACPAB meeting of April 18, 2019**

ACTION: The minutes from ACPAB meeting of April 18, 2019 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.

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

None.

IV. NEW BUSINESS

- A. Receive and discuss an update from Ad Hoc committee re: Citation Process - *Mike, David, Cindy* (3:40-4:00) **Completed proposal was forwarded to Director of Health. Per Director of Health's recommendation, the proposal is being held to be submitted to the BOS with revised Tittle 8.**
- B. Receive an update from David Alexander regarding proposed bylaws changes and letter sent to the BOS via the Health Director. *David* (4:05 -4:15) **Proposal was sent to the Director of Health, waiting for respond on status to the BOS. David will contact Director's office to get update. Keep on Agenda.**
- C. Update on letter sent to the BOS via Director of Health regarding budget prioritization and staffing level/positions. *Mike* (4:15-4:25) **Letter sent to the Health Director, waiting for response (per Grand Jury Report - Unenforced Rooster Ordinance #3: HD should fill all budgeted ACS positions by March 2020).**
- D. Update on Tittle 8 Sub-Committee - *Debra* (4:25-4:35) **Committee has reviewed Tittle 8, Identified items that need updating, began rewording/defining and updating new wording on Tittle 8. Next Tittle 8 sub-committee meeting 7-3-19.**
- E. Discuss membership attendance and requirements – *Mike, David* (4:35-4:45) **Need to fill the 2 positions open on the board. District #3. Names and dates of terms of people due to be re-elected or replaced were mentioned. Instructions to renew membership were shared by David.**
- F. Discuss annual vote for Chair and Vice Chair - *Mike* (4:45-4:50) **Election for Chair and Vice Chair. David nominated Mike Richards for Chair, seconded by Frank Coker (unanimous approved). Frank Coker nominated David Alexander Mike Seconded (unanimous approved) – Secretary is appointed by HD Director.**

V. REPORTS – (4:50-5:00)

- A. Animal Services Management Report-Cindy Burnham (***Attachment***) – (presented)
- B. Animal Services Monthly Statistics-Cindy Burnham (***Attachment***) – (Presented)

D. Field Report – (*Valiska Lujan*): *Incorporated into Managers report*

VI. OLD BUSINESS – none

VII. ANNOUNCEMENTS AND ADJOURNMENT

Next Meeting:

Thursday, July 18, 2019

3:30-5:00 p.m.

Meeting Location:

160 Hitchcock Road, Salinas CA 93908

Adjournment: 4:42 p.m.

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:

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