



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, August 15, 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 or more members attended, a quorum was present.

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

EX OFFICIO MEMBERS:

PUBLIC ATTENDEES:

COUNTY OF MONTEREY STAFF:

Cindy Burnham, Animal Services Administrator
Leslie Girard, County Counsel
Jesse Anya, Office Assistant III

Approval of minutes from ACPAB meeting of July 18, 2019

ACTION: The minutes from ACPAB meeting of July 18, 2019 were approved as presented.

Correction needed on minutes from 7/18/19:

1. *Motion to add Darla Barnes Smith - **Approved***
2. *Motion to correct numbering in New Business Item 4 (A to F) - **Approved***
3. *Motion to remove the last line on Section 4, item B - **Approved***
4. *Motion to approve minutes from July 18, 2019 as amended - **Approved***

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. *None*

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

None

IV. NEW BUSINESS

- A. Update from Ad Hoc committee re: Citation Process - *Mike* (3:40-4:00)
Tabled, pending re-vamping of Tittle 8
- B. Update regarding proposed bylaws changes and letter sent to the Health Director. *David* (4:05 -4:15) *Received response from Health Director. ACPAB moved to have David speak directly to Elsa about the updates proposed for the new bylaws. **Motion** was made for the Ad Hoc committee, consisting of Mike and David, to speak in person to Health Director - **Approved.***
- C. Update on Tittle 8 Sub-Committee - *Debra* (4:25-4:35)
Ad Hoc committee to meet on Thursday August 29, 2019 at 9:30 am to look at other comparable county codes before moving forward with future recommendations for changes to Monterey County Code: Tittle 8.
- D. Discuss ACPAB board membership, vacancies and priorities– *Mike, David* (4:35-4:45)
Tabled. Cindy will Call Supervisor Chris Lopes and follow-up with Elsa regarding Leslie McDaniel position.
- E. Discussion regarding Civil Grand Jury Report on Animal Services - *Mike* (4:45-4:50)
ACTION: Vote action and approval required to send ACPAB recommendations letter to BOS addressing items on Monterey County's Civil Grand Jury's Report regarding the County's Rooster Ordinance. David presented a draft letter with recommendations to the BOS, which was read by ACPAB members. A **Motion** was made to forward the letter to the BOS as modified, after deleting paragraphs 2 and 3. Paragraph 2 beginning with "We must" and ending with "provide our opinion and advice" in paragraph 3. Change the following words in the last paragraph from "aware" to advised; "re-writing" to re-evaluating, and to allow Chair to sign and forward the letter to the BOS. **Approved**
- F. **ACTION:** Revisit and vote on the feasibility of changing the ACPAB meeting time. -*Debra*
 1. *No changes in meeting time*
 2. **Motion** to add an email link on county page for correspondence, specifically, for things that concern the ACPAB-**Approved**

V. REPORTS – (4:50-5:00)

A. Animal Services Management Report-Cindy Burnham (*Attachment*) – (presented)

B. Animal Services Monthly Statistics-Cindy Burnham (*Attachment*) – (Presented)

VI. OLD BUSINESS – none

VII. ANNOUNCEMENTS AND ADJOURNMENT

Next Meeting: (SPECIAL)

Thursday, September 26, 2019

3:30-5:00 p.m.

Meeting Location:

160 Hitchcock Road, Salinas CA 93908

Adjournment: 5:07 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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