MONTEREY COUNTY ANIMAL CONTROL PROGRAM ADVISORY BOARD
Meeting Minutes
Thursday, February 20, 2020
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.

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
Susan Salcedo, Appointee of the Director of Health
Carla Stewart, Representing-District 3 Supervisor Lopez

EX OFFICIO MEMBERS:

PUBLIC ATTENDEES:

COUNTY OF MONTEREY STAFF:
Cindy Burnham, Animal Services Administrator
Katherine Hansen, County Counsel
Kendra Brady, Volunteer Coordinator
Jesse Anaya, Office Assistant III
I. Approval of minutes from ACPAB meeting of January 19, 2020. (Action)
   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.
   None

III. CORRESPONDENCE –Mike Richards, Chair (3:35-3:40)
   None

IV. NEW BUSINESS
   A. Update from Ad Hoc committee re: citation process – Mike (3:40-3:55)
      Work in progress
   B. Update regarding proposed bylaws changes – David/Mike (3:55-4:10)
      Work in progress
   C. Update on ACPAB board vacancies – Mike (4:10-4:20)
      Work in progress- Re: status of the Health Department’s direct appointee to the ACPAB board.
   D. Discussion of framework for joint county-city services, and specifically, how the ACPAB board can be involved and contribute to the Board of Supervisors Ad Hoc committee – David/Mike (4:20-4:35)
      Mike shared email exchange with Josh Stratton-Chief of staff for Supervisor Phillips: RE: ACPAB participation.
      Discussion: Clarification of 2 committees. ADHOC committee of the elected and the Stake Holder’s committee, their purpose and ACPAB participation in those meetings.
   E. Discussion on goals and involvement in the coming year for ACPAB – Mike (4:35 – 4:50)
      Identify Spay/Neutering needs in the county and ways to fund programs
      Use of Public Relations Officer (to advertise shelter activities and programs)
      Television Spots/Community Service Message/KSBW Friday Pet of the Week
      SCAR can share their time with our shelters on KION Thursday Pet of the Week spot
V. REPORTS – (4:50-4:55)

A. Animal Services Management Report-Cindy Burnham (Attachment) – (presented)
   Presentation of Kendra Brady - Volunteer Program Coordinator, to the ACPAB board.
   Cindy talked about Volunteer onboarding, training and requirements for current and future
   volunteers.

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

VI. OLD BUSINESS – none

VII. ANNOUNCEMENTS AND ADJOURNMENT

   Next Meeting:
   March 19, 2019
   3:30-5:00 p.m.
   Meeting Location:
   160 Hitchcock Road, Salinas CA 93908

   Adjournment: 5:00 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:

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