

# STANISLAUS ANIMAL SERVICES AGENCY

"SERVING YOUR COMMUNITY TOGETHER"

## THE GOVERNING BOARD OF THE JOINT POWERS AGENCY OF THE STANISLAUS ANIMAL SERVICES AGENCY (SASA)

Meeting Minutes

**Regular Meeting**

**Thursday**

**September 20, 2012**

**Members Present:**

Mike Borges, Ceres  
Rod Butler, Patterson  
Stan Risen, Stanislaus County

Dominique Spinale, Hughson  
Michael Harris, Modesto  
Matthew Erickson, Waterford

**Members Absent:**

None

**Staff Present:**

Annette Patton, Executive Director  
Deirdre McGrath, County Counsel  
Jim DeMartini, County Supervisor

Linda Ford, CAIV  
Francine Gutierrez, Manager II  
Doris Foster, Stanislaus County

**Guests:**

Dave Cerutti

The meeting was called to order at 9:05 a.m. by Rod Butler, Vice Chair.

**Roll call:** See above

**Public Comment:** None

Approved the Agency Board Meeting Minutes of June 21, 2012  
(6/0 - Borges/Harris)

**Correspondence:** None

**New Business:**

- A. Approved Appointment of Jose Gonzalez to the Animal Services Advisory Committee. (6/0 – Spinale/Erickson)
- B. Approved Closures of the Stanislaus Animal Services Agency on Various Days in 2013 and 2014. (6/0 –Borges/Risen)



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- C. Adopted the Conflict of Interest Code for the Stanislaus Animal Services Agency. (6/0 – Risen/Erickson)
- D. Discussed Procedure for Animal Court Appeals and Draft Model Ordinance Section 7.12.030 (c)
- E. Discussed Joint Powers Agreement Paragraphs 4.1 and 4.2, Board and Alternate Representatives, respectively, and Bylaws, Article 2, Section 3 (a) and (b) Selection and Succession of Officers, respectfully. Will add to December Agenda as first item for Approval.

## **Director Report:**

Executive Director Patton introduced Francine Gutierrez as the Agency’s new Manager II. Francine takes on all budget, accounting and H.R duties. We are excited to add Francine to our team.

Mandatory Rabies Vaccination Reporting was discussed at the 2<sup>nd</sup> annual meeting with the Veterinary Community. Before moving forward, with Mandatory Reporting, we will need a good business case and an ordinance. Those that want to, or have been, may voluntarily continue to send rabies vaccination information.

Grover Landscaping will provide landscaping services. With Grover on board landscaping will remain consistent.

We are working with purchasing on acquiring a relief veterinary pool. This will allow the Agency to have a number of veterinarians to utilize in the instance of an extended absence or vacation for our County Veterinarian.

We are benchmarking with other agency’s to develop an annual report to share with our agency members and the general public.

Next budget cycle, each agency member will have an opportunity to pick and choose services. We will start the process in December.



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Francine provided a fiscal report for the time frame of July 1, 2012 through August 31, 2012 compared to July 1, 2011 through August 31, 2011.

We are in discussion with the City of Ceres to provide dispatch services. The company currently used is out of the area and are not trained in the Animal Control field. We use the company after hours, weekends and holidays.

**Member Referrals:** None

Adjourned Regular Meeting at 10:08 a.m. to Open Closed Session.

Opened closed session at 10:08 a.m. – Public Employee Evaluation  
–Executive Director Government Code: 54957 (b)

Re-Opened regular meeting 10:46 a.m.

Adjourned Regular Meeting at 10:46 a.m.

ATTESTED: Linda Ford, Clerk  
of the Governing Board of the  
Joint Powers Agency of the  
Stanislaus Animal Services Agency  
State of California

(The above is a summary of the minutes of the Governing Board of the Joint Powers Agency. Complete minutes are available from the clerk at Stanislaus Animal Services Agency, 3647 Cornucopia Way in Modesto, CA.)

