

**THE GOVERNING BOARD
OF THE JOINT POWERS AGENCY OF THE
STANISLAUS ANIMAL SERVICES AGENCY (SASA)**
Meeting Minutes

Special Meeting

Thursday

April 26, 2018

Members Present:

Ken Irwin, City of Patterson - Chair	Toby Wells, City of Ceres
Raul Mendez, City of Hughson	Tina Rocha, Stanislaus County
Michael Pitcock, City of Waterford	Craig Gundlach, City of Modesto
Joe Lopez, City of Modesto - Vice Chair	

Members Absent:

None

Staff Present:

Annette Patton, Executive Director
Deirdre McGrath, Deputy County Counsel
Patrice Dietrich, CEO's Office
Linda Ford, Confidential Assistant

Guests and Dignitaries:

1. The meeting was called to order at 9:15 a.m. by Ken Irwin, Chair.
2. **Roll call:** See above
3. **Public Comment:** Maria from Casa de Love Animal Rescue spoke in regard to the need for more staffing at the front counter.

4. New Business:

- A.** Open Public Hearing to Consider the Adoption of the Recommended Proposed Budget for Budget year 2018-2019.

Annette provided an overview of the budget with all members and cited ideas to help offset the need for staff and big ticket maintenance items. SASA will be looking into Collections to see what can be done differently. QLess is an option for assisting people with waiting in line. SASA applied for, and has passed the first set of processes for a grant to purchase the

QLess system. In addition, QLess will reduce the need for one Account Clerk in the front office. We will utilize touch screens for volunteers to check themselves in and out, reducing congestion and staff time. REACT residents will be joining SASA to assist with cleaning and feeding in the mornings. SASA will provide on the job training in the afternoons. Program begins July 1, 2018, and will eliminate the need for additional shelter staff. Best Friends will provide a written assessment, but were very impressed with accomplishments considering the number of staff we have. There will be a huge fund raising event in August at Gallo Center for the Arts. Tickets will be on-line and we are hoping this becomes an annual event. The funds raised will cover the costs for the self-watering system, more to come at a later date.

SASA needs new positions. 1. A Volunteer Coordinator to drive in, maintain and increase our volunteer base which further reduces the need for additional staff. Volunteers can assist with cleaning, grooming, socializing, customer service and handle our off-site events. 2. An Account Clerk to take payments, process mail, help with phones and assist with counter work overflow, and collections sent to Revenue/Recovery.

Ceres asked if it is possible to use donations from those wanting to advertise their business on a county vehicle. Deirdre will see if a truck can be purchased through the funds raised at the Gallo Fund Raiser, with the name of the party and/or their business placed on the truck as advertisement.

Modesto asked about the Status Quo budget and why it costs more than the proposed budget. Annette reminds them with no canvassers, revenue will be reduced. Joe then asked about CAP Charges, SBT, and Indirect Costs. What is an indirect cost cap charge and why is SBT going up? Patrice explained that SBT is taking steps to keep our technology where it needs to be, utilizing a base platform supported by all manufacturers, Office 365 will be utilized and single sign on, which will increase costs. SBT has no retained earnings this year. The Cost Allocation Plan (CAP) is audited annually. General County, costs are on a standard basis to all adding you can purchase additional from SBT if you like. Joe added that there has been a 50% increase since 2013-2014 budget and wonders what is causing the expense budget to go up so significantly? Annette mentioned salaries and benefits is the highest cost. Toby Wells added StanCera already made their adjustments with a three year phase in, which increased the Animal Services budget over the last three years. Annette added the second highest cost is the hospital. Adoptable animals must be spayed or neutered, vaccinated etc. Rescues take animals at no cost. Adoptions are \$90, and that does not cover the cost of services provided. Rescues do not have to be spayed or neutered before they take

the dog or cat. Though the Hayden Law had been suspended, we are still following the holding period and there is a cost.

Ceres – cannot support the recommended 18/19 Budget and has no increased employee compensation since at least 2011. Need police officers and fire stations up and running. Ceres has yet to see their rolled out 18/19 budget. A better situation is expected next fiscal year. City Managers would like to meet with Annette individually to assist with direction and request a 4 year history, on all line items since 2014/2015 forward. Let's see how/why salaries and benefits increased and look at the number of FTEs with each fiscal year salaries and benefits costs.

Waterford – cannot support the recommended 18/19 Budget. General Fund is in the negative. Sheriff's Office has a huge increase.

Patterson - is there a number or a percentage that we know we can work within.

Modesto - all departments have been asked to reduce their budgets by at least 7.5% Modesto is hit on both sides because they have their own Animal Control Officers. Let's meet individually with the additional historical information. All line items from 14/15 forward, including CAP charges.

Hughson - is in a different position. Could support revised recommended budget if everyone was in agreement, however they understand the position of the cities. We need to provide staff direction to get to the common goal, a budget we can all survive.

Patrice says CEO staff can assist with the line item history and can go over the CEO CAP charges if necessary.

Questions or comments from the public – Maria had no comments related to the budget but did mention that the shelter is here for all the city's animal related issues, housing their strays and dealing with the feral cat situations.

Closed Public hearing.

B. Approved Dog License Amnesty Program from May 1, 2018 through June 30, 2018. (Hughson/Ceres – 6/0)

5. Director Report

A. Revenue Report – completed during budget overview

6. Adjourned Regular Meeting to go into Closed Session at 10:30

7. Closed Session

- Public Employee Performance Evaluation – Executive Director
(Government Code 54957)

8. Reconvened Regular Meeting at 10:35 a.m. – Nothing to report.

9. Adjourned Regular Meeting at 10:36 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.)