

Stanislaus Animal Services Agency



Thursday, December 15, 2011 at 9:00am

Animal Services Conference Room
3647 Cornucopia Way
Modesto, CA 95358



STANISLAUS ANIMAL SERVICES AGENCY

“SERVING YOUR COMMUNITY TOGETHER”

3647 Cornucopia Way
Modesto CA 95358
Phone: 209.558.7387 Fax: 209.558.2138
www.stancounty.com/animalservices

Joint Powers Agency Meeting Notice

Thursday, December 15, 2011, Animal Services Conference Room, 3647 Cornucopia Way, Modesto, CA

The Joint Powers Agency welcomes you to its meetings, which are held by announcement, and your interest is encouraged and appreciated.

The agenda is divided into two sections:

CONSENT CALENDAR: These matters include routine financial and administrative actions. All items on the consent calendar will be voted on at the beginning of the meeting under the section titled “Consent Calendar.” If you wish to have an item removed from the Consent Calendar, please make your request at the time the Agency Chairperson asks if any member of the public wishes to remove an item from consent.

REGULAR CALENDAR: These items will be individually discussed and include all items not on the consent calendar, all public hearing and correspondence.

ANY MEMBER OF THE AUDIENCE DESIRING TO ADDRESS THE AGENCY ON A MATTER ON THE AGENDA: Please raise your hand or step to the podium at the time the item is announced by the Agency Chairperson. In order that interested parties have an opportunity to speak, any person addressing the Agency will be limited to a maximum of 5 minutes unless the Chairperson of the Agency grants a longer period of time.

PUBLIC COMMENT PERIODS: Matters under the jurisdiction of the Agency, and not on the posted agenda, may be addressed by the general public at the beginning of the regular agenda and any off-agenda matters before the Agency for consideration. However, California law prohibits the Agency from taking action on any matter which is not on the posted agenda unless it is determined to be an emergency by the Joint Powers Agency for Stanislaus Animal Services. Any member of the public wishing to address the Agency during the “Public Comment” period shall be permitted to be heard once for up to 5 minutes.

Materials related to an item on this Agenda submitted to the Agency after distribution of the agenda packet are available for public inspection in the Clerk’s office at 3647 Cornucopia Way, Modesto, CA during normal business hours.

NOTICE REGARDING NON-ENGLISH SPEAKERS: Joint Powers Agency meetings are conducted in English and translation to other languages is not provided. Please make arrangements for an interpreter if necessary.

REASONABLE ACCOMMODATIONS: In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Executive Director of Animal Services at (209) 342-1740.

MATERIALS: Materials related to an item on this Agenda submitted to the Joint Powers Agency after distribution of the agenda packet are available for public inspection in the Animal Services Office at 3647 Cornucopia Way in Modesto, during normal business hours.

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Stanislaus Animal Services Agency Board Meeting Agenda

December 15, 2011

- 1. Welcome**
- 2. Roll Call (silent)**
- 3. Public Comment Period (Limit of 5 minutes per person)**
- 4. Minutes of Previous Meeting**
 - A.** Approval of the Agency Board Meeting Minutes of September 15, 2011 and October 25, 2011
- 5. Correspondence: None**
- 6. New Business**
 - A.** Approval of the Closure of Stanislaus Animal Services Agency on Various Days in 2012 and 2013
- 7. Director Report**
- 8. Member Referrals**
- 9. Adjournment**

**THE GOVERNING BOARD
OF THE JOINT POWERS AGENCY OF THE
STANISLAUS ANIMAL SERVICES AGENCY**

Regular Meeting

Thursday

September 15, 2011

Members Present:

Mike Borges, Ceres
Rod Butler, Patterson
Tim Ogden, Waterford

Bryan Whitemyer, Hughson
Michael Harris, Modesto
Raul Mendez, Stanislaus County

Staff Present:

Annette Patton, Executive Director
Deirdre McGrath, County Counsel

Linda Ford, CAIV
Kashmir Gill, Auditor's Office

Guests:

Augusta Farley and Sue Henderson

The meeting was called to order at 9:05 a.m. by Bryan Whitemyer, Chair.

Roll call: See above

Public Comment: None

Approved the June 16, 2011 minutes (Borges/Butler - 6/0)

Correspondence: None

Conflict of Interest Declarations: None

New Business:

- A. Accepted the 2009-2010 Purchasing Card Charges Audit (Ogden/Butler – 6/0)
- B. Approved the revised By-Laws as amended. Correct spacing issues and change City Police to Local Law Enforcement. Article 7, item 14 change to Jurisdiction of the JPA and item 15 says an when it should say and. (Mendez/Borges – 6/0)
- C. Approved the Formation of an Animal Advisory Committee. The Board of Supervisor will dissolve the Animal Advisory Board. (Ogden/Butler – 6/0)
- D. Discussion Only on the revision of the Draft Ordinances.
A final model version of the Ordinances will be provided at the December 2011 meeting.
- E. Discussion to consider a method for accepting incoming claims. Discussion included the need to address Claims in the Agency By-Laws.
- F. Discussion ensued regarding the Animal Advisory Board project "Five for Felines."
Bring this issue back to the December meeting. (Ogden/Mendez – 6/0)

Directors Report – Kashmir Gill discussed the Independent Auditor (Brown and Armstrong) who hopes to complete the Agency audit for 2010-2011 by December 2011. In addition Kashmir welcomes Frank DeMattos as the Agency Accountant. Further discussion surrounded accounting strategies, profit and loss and how or when an expense will show. Kashmir will bring numbers and descriptions to the December meeting.

Annette Patton shared warranty information for the new building with all members. Discussions included year end and the fact that all but Modesto exceeded their revenue estimates. (Modesto does no canvassing.)

Annette introduces and welcomes Frank DeMattos as the Agency Accountant and provides a brief background.

In regard to after hour's emergency services – there will be clear definition of when to respond and what constitutes an emergency. If there are any concerns please call Annette.

Enforcement is going well and citation revenue is up. Supervisors will be providing quarterly reports that can be shared with agency members. Supervisors chose what they would like to see improved. An example, increased adoptions.

Dr. O'Brien from SAVED, Alley Cat Guardians and the Humane Society working together to solve the cat overpopulation and will be looking for spay/neuter grants. Animal Services received an unsolicited donation that we would like to use for spay neuter purposes, so will put on the December agenda. There are many exciting proposals over the next few months. Every day we have customers in our front lobby after 5 p.m.

Member Referrals: None

Adjourn Regular Meeting at 10:37 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.)

**THE GOVERNING BOARD
OF THE JOINT POWERS AGENCY OF THE
STANISLAUS ANIMAL SERVICES AGENCY**

Special Session

Thursday

October 25, 2011

Members Present:

Michael Harris, Modesto

Mike Borges, Ceres

Raul Mendez, Stanislaus County

Bryan Whitemyer, Hughson

Tim Ogden, Waterford

Rod Butler, Patterson

Staff Present:

Annette Patton, Executive Director

Deirdre McGrath, County Counsel

Linda Ford, CAIV

The meeting was called to order at 9:02 a.m. by Bryan Whitemyer, Chair

Roll Call: See above

Public Comment: None

New Business: Authorized the Stanislaus Animal Services Agency to reinstate on-call and call back time for emergency after hour's service to the agency members. (Ogden/Borges – 6/0)

Adjourn Regular Session –

Open Closed Session

No action to report

Closed Session Adjourned at 9:24 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.)



**STANISLAUS ANIMAL SERVICES AGENCY
ACTION AGENDA SUMMARY**

AGENDA DATE: December 15, 2011

AGENDA #: 6A

SUBJECT:

Approval of the Closure of the Stanislaus Animal Services Agency on Various Days in 2012 and 2013

BACKGROUND:

The Agency Board has the authority to set the hours and days of the agency's facilities. Each year, Stanislaus Animal Services Agency closes due to holidays and in-service staff meetings. The following list designates the recommended days the Stanislaus Animal Services Agency would be closed:

Monday	January 16, 2012	Martin Luther King Day
Monday	February 20, 2012	Presidents' Day
Wednesday	March 28, 2012	In-Service Training 9am-1pm
Monday	May 28, 2012	Memorial Day
Wednesday	June 27, 2012	In-Service Training 9am-1pm
Wednesday	July 4, 2012	Independence Day
Monday	September 3, 2012	Labor Day
Wednesday	September 26, 2012	In-Service Training 9am-1pm
Monday	November 12, 2012	Veteran's Day Observed
Thursday	November 22, 2012	Thanksgiving Day
Friday	November 23, 2012	Day after Thanksgiving
Wednesday	December 19, 2012	In-Service Training 9am-1pm
Monday	December 24, 2012	Christmas Eve-Close at 12pm
Tuesday	December 25, 2012	Christmas Day
Tuesday	January 1, 2013	New Year's Day

Shelter maintenance and Field services will be unaffected by the closures and will continue to provide normal service during these holiday closures.

The holding period for shelter animals will be extended for all days the shelter operation is closed to the public.

STAFF RECOMMENDATIONS:

1. Approve the closure of the Stanislaus Animal Services Agency on various days in 2012 and 2013 as delineated in the discussion portion of this item.

FISCAL IMPACT:

There is no direct fiscal impact to this budget that has not already been anticipated.

AGENCY BOARD ACTION:

On motion of _____; Seconded by _____
and approved by the following vote:

Ayes: _____

Noes: _____

Excused or Absent: _____

Abstaining: _____

1) _____ Approved as recommended.

2) _____ Denied.

3) _____ Approved as amended.

Motion: _____