

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

Regular Meeting

Thursday

April 21, 2022

Members Present:

Merry Mayhew, City of Hughson, Chair – Present
Jody Hayes, Stanislaus County– Present
Scotty Douglass, Alternate for Joe Lopez, City of Modesto – Present
Michael Pitcock, City of Waterford – Present
Ken Irwin, City of Patterson – Present
Alex Terrazas, City of Ceres – Present

Staff Present:

Sweena Pannu, Deputy County Counsel
Ron Reid, Interim Executive Director
Monica Aleman, Business Manager
Veronica Ayon, Business Manager
Megan Morriss, Confidential Assistant

Guests and Dignitaries: None

The meeting was called to order at 9:01am by Chairwoman, Merry Mayhew.

1. Welcome:

2. Roll Call (Silent): See Above

3. Presentations:

A. SASA Monthly Expense statement was presented.

B. Revenue and Recovery presented to the Board their plan to increase recovering of fees for Animal Services. There was some discussion on whether or not SASA would use Court Ordered Debt or C.O.D as a recovery tool. Members stated we should understand what the legal issues are surrounding C.O.D, but that it should be up to the JPA Board discretion on whether or not to utilize this program. County Counsel advised she would look into this and bring it back to the JPA Board.

4. Public Comment Period (Limit of 5 minutes per person): None

5. Minutes of Previous Meetings:

- A. Approved the Agency Board Meeting minutes from March 17, 2022 (City of Patterson/City of Waterford 5-0, City of Ceres abstained)
- B. Approved the Agency Board Special Meeting minutes from April 13, 2022 (City of Ceres/Stanislaus County 5-0, City of Modesto abstained)

6. Correspondence: None

7. New Business:

- A. Motion to approve Stanislaus Animal Services Agency (SASA) to seek and hire a qualified candidate to become a Personal Services Contractor (PSC) who would be responsible for social media and public relations, under the direction of the Executive Director or designee, to post content and respond to Public Relations issues through SASA's website, social media platforms, and in public settings. (Stanislaus County/City of Patterson 6-0)
- B. Motion to accept all donations to Stanislaus Animal Services Agency not previously accepted by the Joint Powers Authority Board that have been received from July 1, 2021 through March 31, 2022. (Stanislaus County/City of Ceres 6-0)
- C. Motion to authorize the Stanislaus Animal Services Agency (SASA) Executive Director to accept all donations of \$10,000.00 or less without requiring the Joint Powers Authority Board approval. (City of Patterson/City of Waterford 6-0)
- D. Motion to authorize the Stanislaus Animal Services Agency (SASA) to alter previously identified service charges for the 2022-2023 Fiscal Year Promotions Schedule, as specified below. (City of Patterson/City of Waterford 6-0)
- E. Motion to accept the Audited Financial Statements for Stanislaus Animal Services Agency (SASA) and the Governance Communication provided by Clifton, Larson, Allen LLP for Fiscal Years 2018-2019 and 2019-2020. (City of Ceres/City of Modesto 6-0)

8. Committee Reports:

A. Executive Director Report:

- i. A private citizen rescue group want to have a videographer come in and film some footage in our facility. They wanted permission to come in on a closed day, Sunday-5/15/22 and on Monday-

5/16/22. Interim Director, Ron Reid, has advised the group that these dates would not work for our facility as we will have a new director starting. We do allow Rescues to video the animals in our facility so the question was, can we stop them from coming in and filming as a citizen group? Jody Hayes with Stanislaus County recalled that the shelter previously had a policy that prohibited filming in the facility. He advised that we would have to allow equal access to citizens if we have knowingly bypassed this policy. Jody Hayes further advised that we would want to solidify a County Counsel opinion and assess where we are at today with allowing video's in the shelter. Jody also suggested that the Interim Director should contact the former Director, Annette Bedsworth, to see when that policy was adopted and what was the intent of the policy?

- ii. Dennis Cordova, a former Operations Manager with the Stanislaus Animal Services Agency (SASA), will be coming back to work as a Personal Service Contractor for 3 weeks while the Interim Director, Ron Reid, is on vacation. The Interim Director will be back on 5/16/22.
- iii. Veterinary recruitment. Our current vet, Dr. Cadwell, has stated her intent to cut down to 2 days per week and in a year and a half, stop working for us all together. We are doing a Blast recruitment by advertising with CVMA for \$899 for 60 days. Cal Animals is listing it on their website too. We also listed the position with Diversity.com and Government Jobs to highlight the position on their websites. We operate under Dr. Cadwell's license so if we do not hire another Vet, and Dr. Cadwell leaves, we would not be able to operate a Vet Clinic or offer Vet services.
- iv. Monthly report for March was discussed. We had 860 dogs in for the month of March.
- v. We have an upcoming promotion in May for Cinco de Mayo. We will be offering \$5 cat adoptions and \$75 dog adoptions. Interim Director will get the information out to the partners if they want to advertise the promotion.
- vi. Interim Director fielded a question from County of Stanislaus about the Shelter Statistics Report that had previously been supplied to the JPA Board. The Business Manager, Monica Aleman, shared that the person who normally completed this report has not been in that compacity since August of 2021 and the Shelter does not have anyone else who can do the reports. The person came back for a short period but is currently out of the office again.

9. Informational:

- A. Chairperson, Merry Mayhew, advised she cannot attend the 4/28/22 Special Meeting but has named an alternate, Anna Nichols, who will be her alternate for the City of Hughson.
- B. County Counsel brought up an issue of whether the Board will be entering into negotiations with the candidate after the 4/28/22 Special Meeting. Counsel wanted to clarify for the wording on the Agenda. County of Stanislaus suggested that the Recruitment Committee be the point of contact for the Candidate and they could possibly delegate that task to someone to do the negotiations and the fine details.
- C. Introduced Veronica Ayon, the new Business Manager, to the Board. She has a Budget background and is from Public Works. Veronica is learning and navigating the Budget during the week she has been here.
- D. Interim Director advised that he would like to keep the meeting schedule for 5/19/22 as we will have Budget items to present as well as new positions to present. This was an FYI to the members.
- E. Reminded the Board members that the Special JPA Meeting on 4/28/22 is being held at SASA.

10. Member Referrals: None

11. Adjournment: Motion to Adjourn Meeting at 10:24am (City of Patterson/City of Ceres; 6-0)

ATTESTED: Megan Morriss, Confidential Assistant
of the Governing Board
of the Joint Powers Agency
of the Stanislaus Animal Services Agency
State of California