

Meeting Minutes

Regular Meeting

Thursday

January 19, 2023

Members Present:

Scotty Douglas, Alternate for Joe Lopez, City of Modesto-Chair – Present
Jewel Warr, Alternate for Jody Hayes Stanislaus County – Present
Merry Mayhew, City of Hughson – Present
Michael Pitcock, City of Waterford – Present
Ken Irwin, City of Patterson – Present

Alex Terrazas, City of Ceres – Absent

Staff Present:

Sweena Pannu, Deputy County Counsel
Vaughn Maurice, Executive Director
Brian Sterkeson, Business Manager
Megan Morriss, Confidential Assistant
Connie Hooker, Operations Manager

Guests and Dignitaries: None

The meeting was called to order at 9:00am by Chair, Scotty Douglas.

1. **Welcome:**
2. **Roll Call (Silent):** See above
3. **Presentations:** None
4. **Public Comment Period (Limit of 5 minutes per person):** None
5. **Minutes of Previous Meetings:**
 - A. Motion to approve the Agency Board Meeting Minutes from October 20, 2022 (City of Patterson/City of Hughson; 4-0 County abstained)
6. **Correspondence:** None
7. **New Business:**
 - A. Authorize staff to purchase 2 new Subaru Foresters, for the new canvassing program, through GSA using Public Facility Fee funds. Total cost for both cars not to exceed \$68,000. – Action will take place once Public Facility Fee funding is further explored. (City of Patterson/City of Hughson; 5-0)
 - B. Motion to keep item 7B pending for Agency Board to reconsider with additional information, terms, conditions and MOU with Dogwood. (City of Waterford/Stanislaus County; 5-0)

8. Committee Reports:

- i. Executive Director Report: Senior leadership is in place, additional line staff will be coming on in February as will the new Canvassing team.
- ii. Human Resources – The Medical Director position is being reclassified to a Director level position with the assistance of the CEO and the Human Resources team. This reclassification will give us what we need to hire Dr. Cadwell.
- iii. Intake has increased immensely due to the storms. With some of the following programs we are making progress in getting them back home or finding them new homes. Promotions including Facebook (up by 51% last month), Social Media engagements, Donors have allowed the opportunity of free adoptions. We joined with Best Friends in a promotion allowing lowered adoption fees, \$50 for a dog and \$25 for a cat. The United States Post Office assisted with every door direct mail allowing mass mailings for our Home for the Holiday program. We continue with television spots including Fox, and Channels 3 and 13, with additional segments forthcoming. We post on Facebook and will provide the link to the partner agencies.
- iv. Foster/Volunteer programs – Though we have a need for fosters, we have a hard time getting people interested in foster, so we are increasing foster posts on social media. Volunteers are slowly increasing, additionally UC Davis veterinary school will be assisting with 8 female spays a week for a month for training purposes. A volunteer will transport.
- v. Looking at the first half of our fiscal year adoptions are up by 8% and rescues are up by 10%. Rescues include transfers. We are making good progress, but our Intake numbers outweigh adoptions. Our transfer program is making progress. Last week we sent 37 dogs to transfer partners and one transfer included 24 dogs that went to Idaho with volunteers. One Facebook post which reached 800,000 engagements, was in an effort to acquire other vehicles, like trucks, to assist with one offs. Jennifer Smith, our Volunteer Coordinator did such a great job with the graphics that many wanted to see it, share and forward. Many loved the idea and Jennifer has now received many e-mails from several people genuinely interested in helping. Additional detail will follow.
- vi. Gallo contacted me in the beginning of December regarding the couple and their dog hit and killed in San Luis Obispo. The dog had been adopted from here in December of 2021 by the couple who were both Gallo employees. Gallo wanted to do something to honor all of them. They did a matching fund campaign with us. Vaughn spoke at a luncheon with their top executives, which turned into a great opportunity to talk about

all the great things we do and the help we need. We ended up receiving \$14,000 and more importantly we started some great relationships. 52 people from Gallo headquarters are now following SASA's page on LinkedIn.

- vii. The fencing project is now complete. Our goal is to get every dog out for some sunshine every day. This project provided six additional play yards which is a big advantage.

9. Informational:

A. Finance Report: Brian Sterkeson, Business Manager

- i. Our Midyear overview, which should be at the 50% point. Presently we are under 50% in most categories. We are a little over 50% in revenue. Salaries and benefits totaling at about 43% of the budget are due to several vacant positions. As we do some hiring, we will look at that, but we should be in good shape because we are only looking at another six months in this year. We've had some challenges with reporting on budget due to the Oracle upgrade. The county coordinators have been very helpful. With the help of the Auditor Controller, we have been able to work through some of the challenges. There are a few line items that appear to be over-expensed, and I will dial down into those accounts. Some of what I'm reporting are due to some of the account numbers being blended, making it hard to pull out some of the detail. We will have more on that later.
- ii. We have a total of 38 allocated positions, 28 of those are filled. We are moving quickly with some hiring. We have had the ranking interviews for all the Animal Care Specialists and will be scheduling selection interviews for that real soon. We have 3 vacant positions at the front of the house which will make a big impact because we have not been able to coordinate with revenue and reimbursement very well because we haven't had the staff dedicated to that. There are 12 allocated Animal Care Specialists, and we will be bringing on 5 new staff which will be fantastic for our shelter operations. Additional vacancies are for our canvassing team. We held our first round of ranking interviews and selected 2 so we will hold another round for our remaining vacancies.
- iii. This chart is a cross between the old account numbers from the old system and the account numbers as they are identified in Oracle Cloud. All in green are account numbers that were blended together. One of the difficulties this created for us as you can see is in the old system 13001 was our dog license differential. (The price paid for unaltered dogs to get licensed.) Those fees are restricted to go back into a spay neuter program. Now that 13001 is all lumped into 13000. Because these fees are all lumped together it makes our segmenting of those fees for the spay/neuter difficult. We are working to see if we can reinstate the 13001 account to make the accounting a little cleaner, and if that's not possible we have some

backup plans going down the chain to be able to identify those account numbers. You see there are others that have been blended, some make sense, some create some problems for us, but we are working to getting through these issues. Overall, we are looking good, excited to see staff coming in and getting better at the reporting.

10. Member Referrals: None

11. Closed Session: None

12. Adjournment: Adjourned meeting at 9:59am

Adjourned: 9:59am

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