

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

**Regular Meeting**

**Thursday**

**February 20, 2025**

**Members Present:**

Jewel Warr, Alternate for Stanislaus County-Chair  
Scotty Douglass, Alternate for City of Modesto  
Mike Pitcock, City of Waterford  
Dominique Romo, City of Hughson  
Mike Willett, Alternate for City of Patterson  
Doug Dunford, City of Ceres

**Staff Present:**

Jesus Mendoza, Deputy County Counsel  
Craig Gundlach, Interim Executive Director  
Stephanie Loomis, Business Manager  
Megan Morriss, Confidential Assistant IV

**Guests and Dignitaries:** None

The meeting was called to order at 9:02 am by Chair, Jewel Warr.

1. **Welcome:** Jewel Warr-Chair.
2. **Roll Call (Silent):** Welcome and introductions.
3. **Presentations:** None
4. **Public Comment Period (Limit of 5 minutes per person):** No public comment
5. **Minutes of Previous Meetings:**
  - A. City of Modesto/City of Ceres (6-0) approved the Agency Board Special Meeting Minutes from January 16, 2025.
  - B. City of Modesto/City of Waterford (6-0) approved the Agency Board Special Meeting Minutes from February 11, 2025.
6. **Correspondence:** None
7. **New Business:**

A. Motion to appoint and continue the Budget Ad Hoc Committee of the JPA Board to Oversee the Budget Development to consist of 3 JPA partners:

- i. City of Modesto
- ii. Stanislaus County
- iii. City of Hughson

(City of Waterford/City of Patterson; 6-0)

8. **Committee Reports:** None

9. **Informational:**

A. Executive Director report:

- i. Recruitment update by Megan Morriss, Confidential Assistant. Outlined the vacancies in the department and where we are in the recruitment process.
- ii. Craig provided graphs about our dog population with limited data outlining intake/outgoing for dogs. Big surges in our intake animal population and huge surge in our adoptions. Outgoing animal's numbers aren't as high as our incoming animals therefore creating the current surge in the dog population at the shelter. The shelter's KPI is 188 dogs. That is how many kennels we have and what our staffing levels can effectively manage.
- iii. The shelter is making great efforts to reduce the population through adoption events, social media, promotions and rescues. Local business donated free grooming for certain dog adoptions. Sent our email to all our contacts that we need immediate assistance getting dogs out of the shelter. Did in person interviews with local news networks. There have been no euthanasia for space as of now. Our rescue partners have really stepped up to get dogs out of the shelter. Our current promotion is "Big Love". This is helping to advertise and promote adoptions of our big dogs in the shelter.
- iv. We have ordered 40 kennel tops and 5 have arrived and have been installed. This is a safety issue when dogs jump out the top of the kennels and become loose.
- v. We are making some changes on our digital platforms. We canceled the ShelterLuv contract at no cost to the JPA. Did a free upgrade to Chameleon on 2/26/25. There are many areas of Chameleon that we are not using. One of those is a licensing feature. We will be looking at DocuPet vs Chameleon and will look at revenue, customer service, and available training.
- vi. Stephanie Loomis created a customer service survey for the shelter. So far, we have received 10 responses and have had

good results. The survey QR code is posted in and around the shelter and will be put on the website soon.

- vii. Stephanie Loomis gave an update on our financial efficiency audit. Brown/Armstrong will be the auditor. The contract is currently being routed for signatures. Stanislaus County uses Brown/Armstrong to conduct their audits, and it is a reputable firm.
- viii. Stephanie Loomis will be doing a supervisor training on how to write and give a performance evaluation. The training resources came from CEO-HR. Having consistent evaluations is our goal.
- ix. March adoption special is "Change their Luck" with adoptions being \$7.77 per dog.  
Public comment from Apriyl Taggert-she recommended doing a table of our current promotions at our pop-up adoption events. Also, put flyers at the registers of the business we are doing the event at. Take at least 1 dog minimum. Use this opportunity to educate the public. Also, bring specific breed dogs to certain events like Tractor Supply. Cattle breed dogs would be a good fit for that event. Rescue/Networkers are going to events to try and assist. We give information out.

#### **10. Closed Session:**

Public Employee Appointment-Pursuant to Government Code Section 54957(b)(1) the Board will consider the appointment of Executive Director of Stanislaus Animal Services Agency.

#### **11. Adjournment at 9:55 am**

**Adjourned:** 9:55 am

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