

SANTA CRUZ COUNTY ANIMAL SHELTER
BOARD OF DIRECTORS MEETING
Minutes of Monday, April 14, 2014 3:00 PM
Board of Supervisors Chambers, Fifth Floor
701 Ocean Street, Santa Cruz, CA 95060

VOTING KEY: M = Mauriello, P = Phares, V=Vega, S = Shull, C = Clark, W = Weiss,
K=Knill , Mr = Marsh

First initial indicates maker of motion, second initial indicates the "second"; upper case letter = "yes" vote; lower case letter = "no" vote; () = abstain; // = absent

- 1.0 Call to Order and Roll Call: Chairperson Weiss called meeting to order at 3:10 pm
Board members Marsh and Shull were absent, Lt. Greg Lansdowne stood in for Board member Jeff Marsh.
- 2.0 Introductions: none
- 3.0 Late Addition or changes to agenda: Typo on Item 5.1 on Agenda page, should be 2014; page 30 Resolution, 1st paragraph, 2nd line, "Estate" should be changed to "Living Trust"; 4th paragraph account No. should be changed to 76-114; Page 47, discussion 2nd line we do not have current population changes for this year so figures from 2013 were used; last paragraph, 3rd line 26.6% increase should be changed from 2014-15 to 2013-14.
- 4.0 ORAL COMMUNICATION – 4 people addressed the board on matters unrelated to the day's agenda
- 5.0 CONSENT AGENDA
 - 5.1 Approved minutes of the February 10, 2014 Board Meetings
 - 5.2 Accepted reports of General Manager and the Management Team for the months of February 2014 and March 2014.
 - 5.3 Accepted statistics for the months of February 2014 and March 2014
 - 5.4 Accepted and approved 3rd quarter report for all claims un \$10,000
 - 5.5 Accepted and approved 3rd quarter report for all Journal Entry payments for the County of Santa Cruz
 - 5.6 Authorized General Manager to allocate funds from the B. Jean Adams trust designated for advertisement in La Ganga newspaper for low-cost spay/neuter programs in the amount of \$6,760.00
 - 5.7 Authorize GM to accept gift of \$1,264,486 from Muriel Butler Living Trust, adopt resolution accepting the gift.
 - 5.8 Continue to next meeting revision of SCCAS policy and procedures #210 and #220.

Request was made by Susan Mauriello to move Item 5.8 to regular Agenda for discussion.

Board Action on Consent Agenda (sans Item 5.8)– CPMVS//WKMr//

6.0 REGULAR AGENDA

- 5.8 Discussion of SCCAS policy and procedures #210 and #220 regarding JPA and Governing structure. Options are stand-alone JPA or contract for services for ASA. Board will continue to work on putting together cogent set of recommendations and options. Motion was made to approve continuance of Item 5.8.

Board action on Regular Agenda: WCPMVS//KMr//

- 6.1 General Manager's Oral report presented by Melanie Sobel. Ms. Sobel introduced Shelter staff person Sarah Goldberg who was recently promoted to Animal Services Coordinator. Ms. Sobel noted that Shelter Administrative Aide, Rosanne Mayclin has recently resigned. Ms Sobel gave an update on the status of the new mandatory microchip ordinance. First and second readings have passed for Santa Cruz County. Next step is to go to each of the municipalities for approval as well. Shelter currently has six vacant positions; staff is hoping to fill these as soon as possible. Management recently held a meeting with Project Purr regarding the feral cat issue. Officer Stosuy and Ms. Sobel will be working on a model ordinance for the County. Ms. Sobel acknowledged the Muriel Butler gift and expressed her appreciation. She stated that she is working on ways to use these funds to present to the Board pro-active long term goals, possibly funding a Development Director position to bring in additional grant money. Susan Mauriello asked that Ms. Sobel convey to Rosanne the Board's appreciation of her service to the Agency and wish her well in her new endeavor.

Board Action on Regular Agenda – no vote was needed

Two members of the public made comments on the General Manager's report. The comments were regarding staffing and enforcement.

- 6.2 Approved financial reports for the months of February 2014 and March 2014.

Board Action on Regular Agenda – CMWPVS//KMr//

- 6.3 Consider General Manager's proposed budget for Fiscal Year 2014-15. Ms. Sobel presented the Plan A and Plan B proposed budgets, Plan B being the 2% member contribution increase.

Board Action on Regular Agenda – no action was taken at this time

- 6.4 Consider and approve Report on Audit of SCCAS for the year ending June 30, 2013, and consider GM's response to the Management Letter

Board Action on Regular Agenda – MKWCPVS//Mr//

- 6.5 Ms. Sobel gave an update on Administrative Citation program. Santa Cruz County and City of Santa Cruz have passed the Administrative Citation program. Still waiting for other municipalities to pass it as well. Ms. Sobel offered to speak to the city councils regarding the program in order to help facilitate approval. Ms. Sobel also stated that she will start working on a Capital reserve fund plan — she will return to the Board with a plan at the June meeting.

Board Action on Regular Agenda – No Action taken

One member of the public addressed the Board in response the correspondence regarding a person who was bitten by a dog. He asked that the Board look into streamlining the quarantine process.

- 7.0 Meeting adjourned at 4:00pm. Next regular meeting is scheduled for 6/9/2014 at 3pm