

**Santa Cruz County Animal Shelter
Board of Directors Meeting
MINUTES
September 18, 2023 10:30am
In-Person Meeting – Santa Cruz County BOS Chambers**

VOTING KEY: B=Bush, Ch=Chung, Co=Coburn, , Cl=Clark, D=Dally, F=Figueroa, S=Schmidt, V=Vides, W=Walpole

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

Abbreviations: Board Member (BM), General Manager (GM), Field Services Manager (FSM)

1.0 Called to Order and Roll Call: Meeting was called to order at 10:38 am by ASA Chairperson Bush. BM Dally, BM Figueroa, BM Schmidt, and BM Vides were absent.

2.0 Introductions: None.

3.0 Consideration of Late Additions or Changes to the Agenda: None

4.0 Oral Communications: None.

5.0 Regular Agenda

5.1 Approved a change to the 2023 Board of Directors meeting schedule for October.

GM Rowland: Requested a change to the schedule, shifting the October meeting from October 16 to October 23.

Vote: Co Ch B Cl /D/ /F/ /S/ /V/ W

Item passed unanimously.

5.2 Accepted and filed a compensation survey for Veterinarian classification and approved a 20% salary increase for the position.

GM Rowland: Presented the Board report on the Veterinarian study recommending a 20% salary increase for the position.

Board Comment:

BM Coburn: Requested confirmation that the 20% was over and above the 3% COLA received by staff as part of the new middle management contract on September 16, 2023.

GM Rowland: Confirmed that yes, it is on top of the 3%.

BM Chung: Thanked GM Rowland for the detailed analysis on the Veterinarian pay and asked the question: Is a 20% increase sufficient to recruit and retain qualified candidates?

GM Rowland: The increase is definitely necessary. We do have a highly qualified candidate who is interested if the salary is increased. Another consideration is that the shelter Veterinarian is more of a medical director than simply a surgeon. This is very important when evaluating comparable salaries in the market.

BM Coburn: This requested increase is in line with the 20% salary increase approved by the JPA Board for the General Manager position in 2022.

Clerk Phares: This proposed increase will position SCCAS near the top of salary ranges offered by public sector shelters, and reasonably competitive with the private sector employers, especially considering the County medical and retirement benefits.

GM Rowland: This should provide us a little "futureproofing."

BM Clark: Stated he agreed that this salary increase is a good first step and appreciated the analysis.

Public Comment:

Unidentified Speaker: What is the process moving forward if the JPA Board approves the salary increase? Many of us are very anxious to get this position filled as it is long overdue.

GM Rowland: We have a great candidate who is considering the position. The next step is that the County Board of Supervisors will need to consider and approve the increase, hopefully in October, and we will then move forward as quickly as possible to make a job offer and hire the candidate.

Vote: C/ Ch B Co /D/ /F/ /S/ /V/ W

Item passed unanimously.

6.0 Adjourned Meeting at 10:51 am.

ATTEST:  10/30/2023
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Chairperson Bush

 10/30/2023
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Clerk Phares