



SANTA CRUZ COUNTY ANIMAL SHELTER  
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SANTA CRUZ COUNTY ANIMAL SERVICES  
 JOINT POWERS AUTHORITY MEETING  
**SUMMARY MINUTES**

Meeting Location:  
 City of Watsonville Council Chambers  
 275 Main Street, 4th Floor, Watsonville, CA 95076  
 Monday, August 11, 2025 – 11:00AM

Audio Link: <https://www.scanimalshelter.org/board-of-director-meetings/>

VOTING KEY: Co=Coburn, Ch=Chung, F=Freitas, G=Garcia, M=Manning, T=Templeton, Ry=Ryan, Th=Thul, W=Walpole  
 Abbreviations: Board Member (BM), General Manager (GM), Field Services Manager (FSM)

**INTRODUCTORY ITEMS**

- CALL TO ORDER AND ROLL CALL:** Chairperson Ryan called the meeting to order at 11:01am.

\* Captain Jayson Rutherford Proxy for Chief Deputy Stephen Walpole

Chair Ryan	Present	Manning	Present
Vice-Chair Coburn	Present	Tempelton	Present
Frietas	Present	Chung	Absent
Thul	Present	Walpole	Absent*
Garcia	Present	*Rutherford (Substitution for Walpole)	Present

- INTRODUCTIONS**  
GM Rowland welcomed Helen Bayly, ASA staff member.
- CONSIDERATION OF LATE ADDITIONS OR CHANGES TO THE AGENDA**  
There were no additions to the agenda.
- ORAL COMMUNICATIONS**  
Two members of the public addressed the Board:  
 First speaker: a volunteer and foundation member, expressed appreciation for hardworking staff.  
 Second speaker: Foundation employee celebrating work anniversary, reported on foundation activities.

**CONSENT AGENDA**

- 5. Approve minutes of the June 6, 2025, SCCAS JPA Board meeting
- 6. Accept reports of the General Manager and Management Team for June and July 2025
- 7. Accept and file Spay/Neuter Statistics for June, and July 2025
- 8. Accept and file Animal Shelter Financial Report for June, and July 2025
- 9. Accept gifts totaling \$15,995.01 from the Santa Cruz County Animal Shelter Foundation
- 10. Accept and approve fourth quarter report for all claims under \$20,000
- 11. Accept and approve fourth quarter Journal Entry payments to County ISD Telecom Services
- 12. Technical Advisory Subcommittee Status Report on Service Delivery and Organizational Change Opportunities

**Result:** Approved Unanimously  
**Public Comment:** None  
**Board Comment:** None  
**Moved:** Freitas  
**Second:** Thul  
**Ayes:** Ry, Co, Ru\*, G, T, Th, F, M

**REGULAR AGENDA**

- 13. General Manager Oral Report

**Result:** Presentation by GM Rowland  
**Public Comment:** None  
**Board Comment:** Please refer to the August 11, 2025, JPA Board Meeting Audio for Board Comments beginning at the 00:09:55 minute mark through 0:24:10.

**CORRESPONDENCE:** None.

**ADJOURNMENT:** Meeting Adjourned at 11:25 a.m.

ATTEST: \_\_\_\_\_  
CHAIRPERSON RYAN

\_\_\_\_\_  
CLERK BAYLY