

# Stanislaus Animal Services Agency



Thursday, December 20, 2012 at 9:00am

Animal Services Conference Room  
3647 Cornucopia Way  
Modesto, CA 95358



# **STANISLAUS ANIMAL SERVICES AGENCY**

“SERVING YOUR COMMUNITY TOGETHER”

3647 Cornucopia Way  
Modesto CA 95358  
Phone: 209.558.7387 Fax: 209.558.2138  
[www.stancounty.com/animalservices](http://www.stancounty.com/animalservices)

## Joint Powers Agency Meeting Notice

**Thursday, December 20, 2012, Animal Services Conference Room, 3647 Cornucopia Way, Modesto, CA**

The Joint Powers Agency welcomes you to its meetings, which are held by announcement, and your interest is encouraged and appreciated.

The agenda is divided into two sections:

**CONSENT CALENDAR:** These matters include routine financial and administrative actions. All items on the consent calendar will be voted on at the beginning of the meeting under the section titled “Consent Calendar.” If you wish to have an item removed from the Consent Calendar, please make your request at the time the Agency Chairperson asks if any member of the public wishes to remove an item from consent.

**REGULAR CALENDAR:** These items will be individually discussed and include all items not on the consent calendar, all public hearing and correspondence.

**ANY MEMBER OF THE AUDIENCE DESIRING TO ADDRESS THE AGENCY ON A MATTER ON THE AGENDA:** Please raise your hand or step to the podium at the time the item is announced by the Agency Chairperson. In order that interested parties have an opportunity to speak, any person addressing the Agency will be limited to a maximum of 5 minutes unless the Chairperson of the Agency grants a longer period of time.

**PUBLIC COMMENT PERIODS:** Matters under the jurisdiction of the Agency, and not on the posted agenda, may be addressed by the general public at the beginning of the regular agenda and any off-agenda matters before the Agency for consideration. However, California law prohibits the Agency from taking action on any matter which is not on the posted agenda unless it is determined to be an emergency by the Joint Powers Agency for Stanislaus Animal Services. Any member of the public wishing to address the Agency during the “Public Comment” period shall be permitted to be heard once for up to 5 minutes.

Materials related to an item on this Agenda submitted to the Agency after distribution of the agenda packet are available for public inspection in the Clerk’s office at 3647 Cornucopia Way, Modesto, CA during normal business hours.

**NOTICE REGARDING NON-ENGLISH SPEAKERS:** Joint Powers Agency meetings are conducted in English and translation to other languages is not provided. Please make arrangements for an interpreter if necessary.

**REASONABLE ACCOMMODATIONS:** In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Executive Director of Animal Services at (209) 342-1740.

**MATERIALS:** Materials related to an item on this Agenda submitted to the Joint Powers Agency after distribution of the agenda packet are available for public inspection in the Animal Services Office at 3647 Cornucopia Way in Modesto, during normal business hours.

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Stanislaus Animal Services Agency Board Meeting Agenda

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**December 20, 2012**

- 1. Welcome**
- 2. Roll Call (silent)**
- 3. Public Comment Period ( Limit of 5 minutes per person)**
- 4. Minutes of Previous Meeting**
  - A.** Approval of the Agency Board Meeting Minutes of September 20, 2012
- 5. Correspondence: None**
- 6. New Business**
  - A.** Approve and Authorize the Stanislaus Animal Services Agency Board to approve and adopt the revised Bylaws
  - B.** Approval of Dog License Amnesty Program from January 1, 2013 through January 31, 2013.
  - C.** Approval to Accept a Donation of \$2,000 from the Stanislaus County Animal Services Auxiliary to purchase 400 AVID microchips.
  - D.** Accept the presentation of the 2011-2012 Stanislaus Animal Services Agency Report
  - E.** Discuss and Recommend the Proposed Model Ordinance that will include the incorporation of previously recommended Administrative Citations
- 7. Director Report**
- 8. Member Referrals**
- 9. Adjournment**

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

**Regular Meeting**

**Thursday**

**September 20, 2012**

**Members Present:**

Mike Borges, Ceres  
Rod Butler, Patterson  
Stan Risen, Stanislaus County

Dominic Spinale, Hughson  
Michael Harris, Modesto  
Matthew Erickson, Waterford

**Members Absent:**

None

**Staff Present:**

Annette Patton, Executive Director  
Deirdre McGrath, County Counsel  
Jim DeMartini, County Supervisor

Linda Ford, CAIV  
Francine Gutierrez, Manager II  
Doris Foster, Stanislaus County

**Guests:**

Dave Cerutti

The meeting was called to order at 9:05 a.m. by Rod Butler, Vice Chair.

**Roll call:** See above

**Public Comment:** None

Approved the Agency Board Meeting Minutes of June 21, 2012  
(6/0 - Borges/Harris)

**Correspondence:** None

**New Business:**

- A. Approved Appointment of Jose Gonzalez to the Animal Services Advisory Committee. (6/0 – Spinale/Erickson)
- B. Approved Closures of the Stanislaus Animal Services Agency on Various Days in 2013 and 2014. (6/0 –Borges/Risen)
- C. Adopted the Conflict of Interest Code for the Stanislaus Animal Services Agency. (6/0 – Risen/Erickson)
- D. Discussed Procedure for Animal Court Appeals and Draft Model Ordinance Section 7.12.030 (c)

- E. Discussed Joint Powers Agreement Paragraphs 4.1 and 4.2, Board and Alternate Representatives, respectively, and Bylaws, Article 2, Section 3 (a) and (b) Selection and Succession of Officers, respectfully. Will add to December Agenda as first item for Approval.

**Director Report:**

Executive Director Patton introduced Francine Gutierrez as the Agency's new Manager II. Francine takes on all budget, accounting and H.R duties. We are excited to add Francine to our team.

Mandatory Rabies Vaccination Reporting was discussed at the 2<sup>nd</sup> annual meeting with the Veterinary Community. Before moving forward, with Mandatory Reporting, we will need a good business case and an ordinance. Those that want to, or have been, may voluntarily continue to send rabies vaccination information.

Grover Landscaping will provide landscaping services. With Grover on board landscaping will remain consistent.

We are working with purchasing on acquiring a relief veterinary pool. This will allow the Agency to have a number of veterinarians to utilize in the instance of an extended absence or vacation for our County Veterinarian.

We are benchmarking with other agency's to develop an annual report to share with our agency members and the general public.

Next budget cycle, each agency member will have an opportunity to pick and choose services. We will start the process in December.

Francine provided a fiscal report for the time frame of July 1, 2012 through August 31, 2012 compared to July 1, 2011 through August 31, 2011.

We are in discussion with the City of Ceres to provide dispatch services. The company currently used is out of the area and are not trained in the Animal Control field. We use the company after hours, weekends and holidays.

**Member Referrals: None**

Adjourned Regular Meeting at 10:08 a.m. to Open Closed Session.

Opened closed session at 10:08 a.m.

Re-Opened regular meeting 10:46 a.m.

Adjourned Regular Meeting at 10:46 a.m.

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

(The above is a summary of the minutes of the Governing Board of the Joint Powers Agency. Complete minutes are available from the clerk at Stanislaus Animal Services Agency, 3647 Cornucopia Way in Modesto, CA.)