

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

Regular Meeting

Thursday

March 21, 2019

Members Present:

Michael Pitcock, City of Waterford - Chair
Scotty Douglass, Alt. City of Modesto - Vice Chair
Raul Mendez, City of Hughson
Jody Hayes, Stanislaus County
Ken Irwin, City of Patterson
Toby Wells, City of Ceres – out at 10:44 a.m.

Members Absent:

None

Staff Present:

Annette Patton, Executive Director	Jennifer Smith, Volunteer Coord.
Tina Rocha, CEO's Office	Katherine Fielder, Rescue Coord.
Linda Ford, Confidential	Dennis Cordova, Operations Mgr.
Deirdre McGrath, Deputy County Counsel	Tina Rocha, Stanislaus County Alt.
Daniel Solish, Deputy County Counsel	
Capt. Craig Gundlach, City of Modesto Alt.	

Guests and Dignitaries:

Jim De Martini, Stanislaus County Supervisor
Augusta Farley, Stanislaus Pet Resource Center
Kevin MacKenzie, DocuPet
Misty Eckerdt, MacKenzie Teunissen and Jesus Padilla, Volunteers

1. The meeting was called to order at 9:01 a.m. by Mike Pitcock, Chair.
2. **Roll call:** See above
3. **Public Comment:** Augusta Farley provided an overview of the Stanislaus Pet Resource Center and Grant progress which outlined pet owner needs and referral sources. Stanislaus Pet Resource Center has managed to keep nearly 300 animals out of the shelters. Augusta encourages coordination with Turning Point, an audience in great need of spay and neuter services.
4. **Minutes of Previous Meeting:**
 - A. Approved the Agency Board Meeting Minutes of February 21, 2019. (Patterson/Hughson – 6/0)
5. **Correspondence:** None

6. New Business:

- A. Recognition:** Annette Patton – Executive Director, recognized Misti Eckerdt. Misti is a new rescue and works tirelessly in the Airport District. She has gained the trust of those living in the area. Misti and Modesto Animal Control distribute new and gently used leashes and collars to pet owners, donations are welcome. Jennifer Smith – Volunteer Coordinator recognized Jesus Padilla and MacKenzie Teunissen for their dedicated volunteer work at Animal Services. Jesus Padilla began his volunteer service in October of 2018 and has been a great addition. Jesus works six to seven days a week, feeding, watering and cleaning, multiple times a day and has recently opened his home to foster animals. MacKenzie began her volunteer services earlier this year. She is a full-time student and is still here six to seven days a week. MacKenzie is level headed, self-motivated, is here for the animals and loves to take pictures and record behavior videos. Kathy Fielder added that MacKenzie has been very helpful with rescues as well. All volunteers received appreciation from the Agency Board.
- B. Presentation:** Annette Patton introduced Kevin MacKenzie from DocuPet. Kevin provided a video presentation highlighting their web-based program. The program is user friendly and provides Licensing and Lost and Found services, with customer service provided by DocuPet. The web-based program can be utilized by field officers using any number of devices, including cell phones, tablets and laptops. Monthly reports are provided by DocuPet. There is no set up, monthly, or annual fees – the only cost is performance (based on increase of baseline) and mail. Implementation takes 12-16 weeks and there is an expected increase in licensing of 10% year over year. With DocuPet, there may be more veterinarians willing to participate. Standalone Kiosks are an option and can be placed in varying locations throughout the Agency's jurisdictions. Information can be in English and Spanish. Next steps – Annette will check DocuPet references.
- C. Review and Discuss Draft Strategic Plan for SASA and provide feedback/direction to the Executive Director:** Annette provided SASA's draft Strategic Plan to everyone. The plan included a Mission Statement for the Agency, developed and voted on by staff. The template used for the Strategic Plan itself was provided by the National Humane Society and includes a table of contents followed by summaries and budget. The Strategic Plan will be shared with the Animal Services Advisory Committee at their April 4th meeting. All comments and questions regarding the Mission Statement or the Strategic Plan may be forwarded to Annette via e-mail, no later than

April 4, 2019. Responses will be shared with the Agency Board at our April 18,2019 meeting.

- D. **Recognized Deputy County Counsel Deirdre McGrath:** Annette provided an overview of Deirdre's career beginning with the Peace Corps after college and culminating with a 14-year career with Stanislaus County. Deirdre came to us as an animal person and not only owns a dog, but a feral cat as well. Deirdre was instrumental in forming the JPA, in the ordinance revisions and has always done an excellent job. There will have big shoes to fill and Deirdre will be missed by SASA, the Assessor's Office and the Auditor's Office. The Agency Board expressed their gratitude and appreciation. Scotty and Dennis added they appreciate her guidance while they filled in at SASA and worked in unfamiliar territory. Deirdre states SASA has been her longest client. She has learned a lot throughout the years and appreciates the opportunity, the acknowledgement and recognition. She will miss SASA and the Agency Board members she has worked with and seen grow and mature over the years.

7. Community Reports: None

8. Informational:

- A. **Operations Report:** Dennis Cordova provided a handout, with the Monthly Operations Report, Activity Report by Jurisdiction Field Operations, including City of Modesto, Kennel Statistics, Live Releases and Live Kennel Statistics for February 2019. Also included, a summary of volunteer hours for February, vaccination clinic statistics which are down due the lack of a veterinarian, volunteer hours and acknowledgement of Jennifer Smith's work on the policies and training for volunteers and lastly, an update on the FETCH Program. There are many off-site events coming up. AdoptAPalooza with Modesto Toyota is receiving free radio ads and will include Animals for Adoption. Love Modesto happens April 13th with 70 volunteers already signed up, and many more events are coming up. All programs are moving forward with updates to follow.
- B. **Financial Update:** Mavis Williamson gave a financial overview through February 2019 with cost savings in Salaries due to no Veterinarian, Staff Services Coordinator and Animal Care Specialists. Services and Supplies are over by 6% leaving a total cost savings of 1.1%. Revenue is under budget by 9%.

Mavis Williamson went over Revenue, by line item, and addressed the variances. Unbudgeted expenses increasing are Veterinary Services, due to no staff veterinarian, the Operations Manager and County

Counsel CAP charges. The unbudgeted expenses that are stabilized are the Interim Director and the out of class pay.

C. Executive Director Report: Annette Patton thanked Scotty Douglass and Dennis Cordova for stepping in while she was out of the office, she has been very happy to turn operations over to Dennis. Annette is still working four hours a day and has been making the best use of her time. E-mails are prioritized and answered as soon as possible. If you have not seen her, it is because she has not been attending Department Head or Board of Supervisor meetings. She has partnered with the City of Modesto for the MOE's project. She has a meeting Monday with CEO/HR to discuss ideas for the hospital with no veterinarian and reduced RVT staff, which means proposed budget will be added to the April meeting agenda.

9. Member Referrals: None – Scotty Douglass appreciates SASA's assistance with the MOE's project and discussing what can be done to help and educate those residing at MOE's. The City of Modesto is excited about the potential of DocuPet.

Mike Pitcock talked about the meeting he, Toby and Annette attended with the City of Turlock. Ultimately there is not a huge expense savings until you get to the Capitol Improvement side. If, and when they can do this, the Board is open to Turlock coming on board.

Adjourned Regular Meeting at 11:09 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.)