



Tara Diller
Director

Donna Gillesby
Deputy Director

**Ventura County Animal Services Commission
Regular Meeting
Meeting Minutes September 10, 2015**

1. Call to Order at 9:05 a.m.

2. Roll Call

Members Present: Councilmember Kevin Kildee – City of Camarillo, Councilmember Diane McCall – City of Fillmore, Councilmember Douglas Breeze – City of Port Hueneme, Councilmember Randy Haney – City of Ojai, Supervisor Steve Bennett – County of Ventura, Board of Supervisors, arrived at 9:07 a.m..

Absent: Mayor Janice Parvin – City of Moorpark; Councilmember Glenn Becerra – City of Simi Valley; Councilmember Carmen Ramirez – City of Oxnard; and Councilmember James Monahan – City of San Buenaventura

Staff present: Tom Higgins – Ventura Police Dept., Roger Wang – Ventura Police Department, Matt Carroll – County of Ventura CEO's office, Terri Yanez – County of Ventura CEO's office, Daniel Shrubbs – Oxnard Police Department, Jennifer Santos – City of Simi Valley, Sommer Barwick – City of Simi Valley, Lisa Jenkins – Oxnard Animal Control, Tamah Figg – City of Port Hueneme, Officer Aaron Ortega – Animal Services, Randy Friedman – Animal Services, Monica Rodriguez – Animal Services, Carolyn Seeger – Animal Services,

3. Flag Salute

4. Approval of Minutes: Minutes from the Meeting of the Ventura County Animal Services Commission held September 10, 2015.

Motion: Approve Minutes.

Moved by Councilmember Douglas Breeze to approve minutes.

Motion seconded by Councilmember McCall.

5. Public Comments: (None)

6. Continued Business:

- a. Results of License Amnesty – Deputy Director Gillesby gave a brief report on the results of the summer license amnesty program. The numbers were lower than expected. The plan for next year is to start out earlier and do a bigger promotion to advertise the amnesty program. Both City Staff and Commissioners will be notified earlier. There was a discussion about the licensing program, the licensing department, call backs, and policy on call backs. Councilmember

Diane McCall – City of Fillmore expressed concerns for the services provided to the city of Fillmore and concerns on the quality of service provided by the licensing department at VCAS.

- b. Shelter closures updates – Deputy Director Gillesby gave a brief report on the closure dates. She advised that members of the public have still been able to come in and be helped. VCAS has help trainings for staff and has done deep cleaning of the kennels.

7. New Business:

a. Review of By-Laws

Per Animal Services Commission By-laws Article 13

Director Diller briefed the Commission on the past process of the policy on reviewing the Bylaws every two years. She reviewed the proposed changes in the “red-line” document provided to the Commissioners. There was a discussion on why the proposed changes were made and what the role of the Commission is in these Bylaws. The Commission decided to strike the proposed change in Article Three. There was a brief history of how Commission Chair was elected in the past given by Supervisor Bennett. It was suggested that the Bylaws can be with changes in the future if needed. All other changes were accepted.

Motion to accept Bylaws with recommendations and corrections made by Councilmember Kildee. Seconded by Councilmember McCall.

Ayes: 5 Nays: 0 Motion Carries.

8. Director’s Report:

- a. Director Diller briefed the Commission on the new positions given to VCAS by the County of Ventura. VCAS has had a high utilization of extra-help staffing. Having met with the CEO’s office, it was determined to be prudent to add ten full-time positions to the department, while managing within our existing budget. Included in these positions are 10 kennel positions, front office, a Pet Retention Coordinator, and medical staff.
- b. The County continues to invest in VCAS by providing the funding for necessary upgrades at the aging shelters. Included in these upgrades are a Feasibility Study, Air conditioning in small rooms, automatic waterers, and power washers.
- c. VCAS has received several generous donations. These donations will be used to build the Adoption center, the new small animal habitat, courtyard pens and to install sound paneling in the kennels. Director Diller invited the Commissioners to walk through the shelter and see the improvements.
- d. VCAS received a \$100,000 donation for a pet retention program and to be used in some facility upgrades.
- e. Canine Casablanca Gala sold out September 9, 2015. The gala will be held on Saturday, September 12th at the Camarillo Airport Museum.

- f. There is an active investigation in Simi Valley for an animal cruelty case. Director Diller gave specific information as to the mutilation of the animal. She further advised that there was a report of a potential cruelty case in the City of Ventura. Officer Bray will be participating in a neighborhood meeting in East Ventura regarding this matter.

9. Commissioner Comments:

Supervisor Bennett commented on the cruelty case and the Commissions roles in promoting the correct information.

Supervisor Bennett commented on the “no-kill” status and the costs and effort connected with this matter. He stated that there is a tremendous amount of pressure that comes from the groups that push for the “no-kill” status. He requested that the cities own their part in the effort to assist VCAs to remain “no-kill.” There was a discussion on VCAS’s policies and procedures that surround the “no-kill” status and the well-being of the dogs, including “Rescue’s” efforts.

Director Diller informed the Commission that VCAS has formed a coalition for the rescues’ in Ventura County. Since VCAS became “no-kill” some of the Simi Valley rescues have stopped rescuing from VCAS and moving into Los Angeles & Kern counties.

Councilmember Breeze shared his experience with Clark County Animal Shelter. He stated that they have a state of the art facility and they have a great working relationship with PetCo. He suggested VCAS go and visit the shelter.

Director Diller wished everyone a Happy Thanksgiving and advised that the press release regarding the Simi Valley cruelty case would be sent out later on today.

10. **Adjournment:** Meeting adjourned at 10:05 a.m.
Next meeting is Thursday, December 10, 2015.