



**Jackie Rose**  
Director

**Donna Gillesby**  
Deputy Director

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**Ventura County Animal Services Commission  
Regular Commission Meeting  
Meeting Minutes November 28, 2022**

**1. Call to Order at 09:02 a.m.**

**2. Roll Call:**

**Members Present:** Supervisor Matt LaVere – County of Ventura Board of Supervisors; Commissioner Chris Enegren – City of Moorpark; Commissioner Steven Gama – City of Port Hueneme; Commissioner Suza Francina – City of Ojai; Commissioner John Zaragoza - City of Oxnard; and Commissioner DeeDee Cavanaugh – City of Simi Valley.

Absent: Commissioner Susan Santangelo – City of Camarillo; Commissioner Diane McCall – City of Fillmore; and Commissioner Jeanette Sanchez-Palacios – City of San Buenaventura.

**VCAS Staff present:** Jackie Rose – Director of Animal Services; Donna Gillesby, Phil Rarick, Randy Friedman, Monica Rodriguez, and Sandra Ropes – Animal Services.

**3. Pledge of Allegiance**

**4. Review/Reordering of the Agenda – None.**

**5. Consent Calendar**

A. Consider approval of the minutes of the regular Ventura County Animal Services Commission meeting of May 12, 2022

Action Taken: Motion to approve minutes of the regular Ventura County Animal Services Commission meeting of May 12, 2022, brought by Suza Francina and seconded by DeeDee Cavanaugh. Motion passes by Roll Call vote.

**6. Presentation, Proclamations, and Commendations: .**

A. Moment of Silence was taken in Memory of Carmen Ramirez.

B. VCAS Memorial Service for Carmen Ramirez will take place on January 25<sup>th</sup>, at the Camarillo Shelter. Invitations will go out via email.

**7. Public Comments:**

Public Comment by Susan Santa Maria.

**8. Business Items:**

A. Approve Quarterly Resolution Version 2 Regarding Assembly Bill 361

VCAS Staff: Jackie Rose, Director

Action Taken: Motion to approve Quarterly Resolution Version 2 made by Commissioner Zaragoza and seconded by Supervisor LaVere. Motion passes by roll call vote.

B. Approve VCAS Commission Dates for 2023

VCAS Staff: Jackie Rose, Director

Action Taken: Motion to approve 2023 VCAS Commission Dates made by Commissioner Francina and seconded by Commissioner Zaragoza. Motion passes by roll call vote.

C. Receive Update on New Animal Services Shelter

VCAS Staff: Jackie Rose, Director

City Staff: N/A

Action Taken: Update on New Animal Services Shelter received.

**9. Director's Report:**

a. Best Friends Shelter Collaborative Partnership Program – Director Rose shared that VCAS has been chosen to be the Mentor/Sponsorship Agency for Kern County Animal Services.

b. Dogs Playing for Life – A training was held in October for a week by the Dog's Playing for Life group. Staff and Volunteers participate and learned national best practices for dog enrichment.

c. AlignCare Model Pet Veterinary Care Network – There is a plan to make a presentation to stakeholders within the County in the works.

d. Update on Pet's For Life Program – Rafael Castellanos has been hired as the PFL Coordinator. He is in the process of completing his training program and has a presentation with the Oxnard City Council on November 15, 2022.

e. Staff and Volunteer Position Update – After a lengthy search, the second veterinarian position has been field. The new veterinarian will start at VCAS on November 13th. Fifteen new staff have bene hired since May of 2022.

f. Future Meeting Locations – Director Rose thanked all of the Commissioners and City Staff for their patience during the COVID time Zoom Commission Meetings and advised that beginning February 2023 all Commission Meeting will return to in-person meetings.

**10. Commissioner Comments:**

- A. Commissioner Zaragoza Wished all a great holiday season.
- B. Commissioner Francina shared that Joleen Hoffman from the Ojai Humane Society has retired and her replacement Eric Knight is the new CEO.
- C. Commissioner Cavanaugh congratulated VCAS Staff for processing and hiring 15 new staff.
- D. Commissioner Gama thanked staff for all of the information gathered for this Commission Meeting and also suggested that VCAS consider naming the new shelter in Supervisor Carmen Rodriguez’s honor.

**11. Adjournment:** Meeting adjourned at 10:15 a.m.

**Next meeting schedule for: Thursday, February 16, 2023, 9:00 a.m.**