



Tara Diller
Director

Donna Gillesby
Deputy Director

**Ventura County Animal Services Commission
Regular Meeting
Meeting Minutes April 9, 2015**

1. Call to Order

2. Roll Call

Members Present: Councilmember Kevin Kildee – City of Camarillo, Mayor Pro-Tem Diane McCall – City of Fillmore, Mayor Janice Parvin – City of Moorpark, Councilmember James Monahan – City of San Buenaventura, Councilmember Randy Haney – City of Ojai, Supervisor Steve Bennett – County of Ventura, Board of Supervisors, Councilmember Glenn Becerra (arrived late)

Absent: Councilmember Carmen Ramirez – City of Oxnard and Councilmember Jonathan Sharkey – City of Port Hueneme.

Staff present: John Brand – City of Moorpark, Rick Murray – Ventura Police Dept., Randy Friedman – Animal Services, Beth Pattee – WhatCanWe.org, Terri Yanez – County of Ventura CEO, Jennifer Santos – City of Simi Valley, Mark Westerline – City of Moorpark, Kathryn Rutherford – Tiny loving canine Volunteer, Desiree Nelson – TLC Board Member, Linda Nelson – TLC Director, Mark Oyler – City of Simi Valley, Roger Pichardo – City of Camarillo, Tamah Figg – City of Port Hueneme, Officer Aaron Ortega – Animal Services.

New Staff Introduction: City of Ojai Councilmember Randy Haney

3. Flag Salute

4. Approval of Minutes: Minutes from the Meeting of the Ventura County Animal Services Commission held May 8, 2014.

Motion: Approve Minutes.

Moved by Mayor Janice Parvin, to approve minutes with the correction that Councilmember Glenn Becerra was present at the meeting, he arrived late. Motion seconded.

5. Public Comments: (2)

Chair Kildee called Desiree Nelson and Linda Nelson to make their public presentation.

6. Continued Business: (None)

7. New Business:

- A. Election of Chair and Vice Chair – Nomination of Jonathan Sharkey as Chair and Councilmember Carmen Ramirez as Vice-chair made by Councilmember Monahan. No second.

Nomination of Supervisor Steve Bennett as Chair and Councilmember Kevin Kildee as Vice-chair made by Mayor Parvin. Seconded by Councilmember Monahan.

Motion to close nominations and withdraw the initial nomination made by Councilmember Monahan. Seconded.

Ayes: 8 Nays: 0

Motion Carries.

- B. Review of Bylaws – tabled until next meeting.
- C. City Contracts – VCAS Director Tara Diller gave a brief history of the contract negotiations with each city and recognizing that the City contracts are over 31 years old and there being a need to revamp or update the City Contract to present times. Director Diller stated that she would like to develop a 12 month working group to look at the contracts with the cities. The new contracts will take place the beginning of the new fiscal year. There was discussion about including the cities in these contract reviews and tailoring the contracts to the level of services each would like. VCAS will be making presentations to each City Council Meeting. Updates to follow.

8. Director's Report:

Director Diller asked the Commission what her role or responsibility is with respect to the Commission/Meetings and what the role of the Commission is and what is expected. She requested that there be a discussion to define said roles. Councilmember Becerra commented that the Commission would like to know how to better assist the Director with her roles and responsibilities.

Chair Bennett stated that it's the VCAS Staff's responsibility to set up the Commission meetings, notify everyone and prepare documents for the meetings. There was a lengthy discussion about quorums, dates, times, making the meetings accessible to the public, roles and responsibilities. It was decided that they should take place quarterly in March, June, September, and December. The meetings will be on the 2nd Thursday of each of those months. The next Commission Meeting shall be on June 25, 2015.

9. Commissioner Comments:

Councilmember Monahan asked Director Diller if VCAS will be participating in the Ventura County Fair Parade and will there be a booth at the fair itself. Vice Chair Kildee suggested that VCAS participate in both the Fair and the Parade since both receive a lot of traffic and it would be good exposure for VCAS. Director Diller stated that it is very difficult to get enough volunteers to man the booth for all of the days but would like to know the dates to see if VCAS could be present at least a few of the days. Director Diller will check with staff and the new Volunteer Coordinator to coordinate the staffing of the fair booth and participation in the parade.

10. Adjournment: Meeting adjourned. Next meeting is Thursday, June 25, 2015.