



**Tara Diller**  
Director

**Donna Gillesby**  
Deputy Director

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**Ventura County Animal Services Commission  
Regular Meeting  
Meeting Minutes June 9, 2016**

**1. Call to Order at 9:10 a.m.**

**2. Roll Call**

**Members Present:** Supervisor Steve Bennett – County of Ventura, Board of Supervisors; Commissioner Kevin Kildee – City of Camarillo (out at 10:10 a.m.); Commissioner Diane McCall – City of Fillmore; Commissioner Douglas Breeze – City of Port Hueneme; Commissioner Carmen Ramirez – City of Oxnard, in at 9:20 a.m.

Absent: Commissioner Janice Parvin – City of Moorpark; Commissioner Glenn Becerra – City of Simi Valley; Commissioner James Monahan – City of San Buenaventura; and Commissioner Betsy Clapp – City of Ojai

**Staff present:** Barry Fisher – Director County of Ventura Health Care Agency; Tom Higgins – Ventura Police Department; Terri Yanez – County of Ventura CEO's office; Robert Bravo – County of Ventura CEO's office; Jennifer Santos – City of Simi Valley; Mara Malch – City of Simi Valley; Lisa Jenkins – Oxnard Animal Control; Natalie Moncada – Oxnard Animal Control; Tamah Figg – City of Port Hueneme; Jessica Sandifer – City of Moorpark; Deputy Director Donna Gillesby – Animal Services; Sandra Ropes – Animal Services.

**3. Flag Salute**

**4. Approval of Minutes:** Minutes from the Meeting of the Ventura County Animal Services' Commission held March 10, 2016, not approved as there was no quorum.

**5. Public Comments:** (None)

**6. Continued Business:**

- a. VCAS Commission By-Laws – There was a brief discussion. Staff was instructed to place matter on the next agenda, as there was no quorum present. No motion made.
- b. Animal Services Contracts – There was a brief discussion. Staff was instructed to place matter on the next agenda, as there was no quorum present. No motion made.

**7. New Business:**

- a. 16/17 Proposed Budget - There was a brief discussion. Staff was instructed to place matter on the next agenda, as there was no quorum present. No motion made.
- b. 16/17 Rates and Fees - There was a brief discussion. Staff was instructed to place matter on the next agenda, as there was no quorum present. No motion made.
- c. Ordinance for Mandatory Rabies Vaccine Reporting - There was a brief discussion. Staff was instructed to place matter on the next agenda, as there was no quorum present. No motion made.
- d. Updates to VCAS Commission meeting Schedule - Staff was instructed to place matter on the next agenda.

**8. Commissioner Comments:** Supervisor Bennett spoke regarding there not being a quorum at the VCAS Commission meeting during such an important time. Staff was instructed by Supervisor Bennett to create a report listing the commission meeting attendance of all commissioners and of city staff and place on next agenda. Additionally, Supervisor Bennett instructed staff to acquire new tables and chairs so that city staff may be able to participate in future commission meetings.

**9. Adjournment:** Meeting adjourned at 11:00 a.m.  
Next meeting is Thursday, September 8, 2016.

2016 calendar: March 10, June 9, September 8, December 8