COMMISSION MEETING, 9:00 A.M.

Commissioner Riordan called the meeting to order at 9:07 a.m. Members present were Commissioners Brunson, Khero, Riordan, and Rubalcava.

1. REPORT OF THE GENERAL MANAGER

General Manager Sharon Morris reported as follows:

A. The Department will be looking into providing licensing information in English and Spanish for insert in the Department of Water and Power billing.

B. The Animal Services website received a 2004 Quality and Productivity Award.

C. The Department is investigating the motion by Councilman Bernard Parks regarding allegations made relative to the conditions at the South Los Angeles Shelter.

D. Status of Action Item:

- The Care and Companion Proposal went to the City Attorney for a draft ordinance.
- The acceptance of donations of up to $25,000 by a General Manager went to the City Attorney for a draft ordinance.

E. There were two agenda item changes:

1. The update on the Medical Services will have to be rescheduled due to Dr. Smith being out on medical leave.
2. The Board Report on the Auction Policy will have to be deferred to a later date due to comments still being received on the matter.
Public Comment

Daniel Guss-Stand Foundation: The Parks motion deals with more than just shelter conditions, it also dealt with personnel issues.

Susan Taylor-Actors and Others: Ms. Taylor worked on the last DWP insert project and offered to assist the Department with the next project.

Phyllis Daughtery-Animal Issues: Concerned with the Care and Companion Ordinance. Bedding should not be written into the ordinance because the bedding can become infested with fleas or an animal can become entangled in the bedding. Believes there should be a graduated fee schedule.

2. COMMISSION BUSINESS

A. Approval of Minutes for the meeting of July 26 and August 9, 2004.

Commissioner Rubalcava made a motion to accept the minutes of July 26, 2004, Commissioner Brunson seconded the motion. The motion passed unanimously.

Commissioner Khero made a motion to accept the minutes of August 9, 2004, Commissioner Brunson seconded the motion. The motion passed unanimously.

B. Meetings/Events Attended

Commissioner Riordan attended the candlelight vigil for the National Day of Mourning for shelter animals across the country that have passed away this year.

C. Consideration of Future Agenda Items

Commissioner Khero indicated he will be absent at the September 27, 2004 Commission meeting.

Commissioner Riordan requested the Department to prepare some type of a thank you to the Chatsworth Equine Cultural Heritage Organization for purchasing the Department an articulated horse to help with horse rescue efforts.

3. REGULAR AGENDA ITEMS

A. Update: Website

Donyielle Holley provided an overview of the website and indicated some of the highlights of the website was the ability to sort by animal identification and the ability to be linked to other websites when searching for lost animals. The Department is currently working with the vendor in an effort to enable the website to allow people to search by Animal Identification numbers by January 2005. Ms. Holley indicated that the website is averaging about 500,000 hits a month, in some months it has gone as high as 750,000.

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Commissioner Rubalcava expressed a concern with the amount of information that is provided in English. Ms. Holley explained that the Spanish translation continues to be a challenge due to there being so many dialects of the language and Departments desire to be consistent in the translation of the information. Currently the Department has one employee that is authorized to translate information.

Public Comment:

Daniel Guss-STAND Foundation: Some animals with different identification numbers will have the same pictures. The pictures are still weak and unflattering. The website should start providing the statistics of animals that are killed every year.

Susan Taylor-Actors and Others: The Department has a great employee with Donyielle. She is always open to suggestions.

Sue Freeman: In the lost and found section there is no notification that an animal moved to the adopted section. (Ms. Holley explained that all animals that start in lost and found remain being seen in the lost and found for the time the animal remains at the shelter). The Adoption Application should have a line indicating how they heard about the shelter. When a person finds an animal the law does not state you have to bring the animal to a shelter, it only states you have to notify the shelter.

B. Update: Medical Services

Will be scheduled at a later date due to Dr. Smith being on medical leave.

C. Update: Fiscal Year 2003-04 Sterilization Program

Mary Carbajal provided update on the sterilization programs for Fiscal Year 2003-04. The update included a comparison with the sterilization programs for Fiscal Year 2002-03. The overall redemption rate for the Discount Coupons, Free Certificates, and Senior/Disabled programs averaged about 45% while the Pilot Feral Cat Program averaged 57%.

A discussion between the Commission and Department took place regarding allowing rescue organizations to use the Discount Coupons on their own rescued animals. The Department would look into this.

Ms. Carbajal provided the Commission with a draft copy of a brochure that not only explains the various sterilization programs offered by the Department but also answers some commonly asked questions regarding animal sterilization.

Public Comment:

Phyllis Daugherty, Animal Issues Movement: The Spay and Neuter Programs were designed to help the residents of the City, not the rescuers.

Sue Freeman: Since the Department is requesting rescue organizations to make follow-up calls on the people they issue Discount Coupons to, is the Department doing the same thing with the coupons they issue? Sixty days for a person to redeem a coupon is plenty of time. A person needs a deadline to get

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the job done. The Department should do public relations to push people to alter their litters before they place them.

**Scott Sorrentino, Rescue Humane Alliance:** Emphasized that $30 vouchers are unfair for dog owners. The next pilot program should be for large breed dogs.

**Susan Taylor, Actors and Others:** Their organization received a grant, which will allow them to provide for an additional 500 Pit Bull and Rotweiller sterilizations.

**Terri Austin, Amanda Foundation:** Level of redemption is not bad, but it could be better. Coupons are mostly being used on the cats. The problem is with large breed dogs. Has witnessed shelter employees telling residents that there are no coupons available. There is also no information in the Actors and Others Free Pit Bull program.

**Daniel Guss, STAND Foundation:** The Department should figure out a way not to have an overflow of money and find a way to use the money so it will not be taken away.

**GENERAL MANAGER RECOMMENDS FOR BOARD ACTION**

D. **Board Report: Doggie Daycare Hours of Operation**

Commander Diliberto requested the Commission to approve a request to have Doggie Daycare businesses to open no sooner than 6:00 a.m. and close no later than 10:00 p.m.

Commissioner Rubalcava made a motion to license doggie daycare facilities in accordance with the rules that the Commission set out. Commissioner Brunson seconded the motion. The motion passed unanimously.

E. **Board Report: Participant Shelter Task Force**

The Department requested the Commission to review what had been done on the Task Force and approve the Department to continue working on the program.

Ms. Morris provided an update on what the Task Force has been doing. The Task Force has reached a consensus on everything except the addresses of foster homes. The Task Force is working on the second phase of the participant shelter program, dealing with how rescue organizations participate in the program.

Items covered in the Task Force are as follows:

- Dog Licensing: Adoption Partners collect the fees on behalf of the Department, fill out the license form, and send to the Department.
- Licensing of Puppies: Information will be collected to be imputed in the Department system, when puppy is old enough to have a license a letter will be generated. Department will be looking into Juvenile Identification Tag for puppies.
- Unweaned Puppies and Kittens: Subcommittee working on this issue separately and will be brought as a separate report.
- Puppies and Kittens with Mothers: Mothers will be charged a sterilization deposit and

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microchip fee, the litters will not be charged the sterilization deposit, but will be charged a deposit on microchipping which will be refunded if microchipping is done elsewhere.

- **Rabbits:** This item has already gone through Public Safety Committee. The adoption fee is being raised to $50. The following will be stricken from the Board Report, under Rabbits, last line, “and not placing any restrictions on who will be allowed to adopt rabbits”.

- **Unaltered Dog License Fee:** This is part of the pet overpopulation ordinance and the Department does not want to begin amending the ordinance and start making exceptions. Looking to explore the idea of deferring the $94.50 for adoption partners and placing a maximum of six sick or injured animals.

- **Microchip fee refund:** Either puppies or kittens, or sick/injured animal can’t be implanted. Ask for a deposit. If organizations implant microchips themselves, we would refund the money upon proof.

- **Foster Homes:** The Department and the task force continue to try and work out an agreement on this.

Commissioner Rubalcava read the following names of the Task Force Members into the record.

<table>
<thead>
<tr>
<th>Name</th>
<th>Organization</th>
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<tbody>
<tr>
<td>Susan Taylor</td>
<td>Actors and Others for Animals</td>
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<tr>
<td>Phyllis Daugherty</td>
<td>Animal Issues</td>
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<tr>
<td>Michelle Kelly</td>
<td>Bunny Bunch</td>
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<td>Dov Lesel</td>
<td>City Attorney's Office</td>
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<td>Frank Orozco</td>
<td>City Attorney's Office</td>
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<td>Bickhart Jim</td>
<td>Councilman Villararigosa's Office</td>
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<tr>
<td>Regina Adams</td>
<td>Department of Animal Services</td>
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<tr>
<td>Mary Carbajal</td>
<td>Department of Animal Services</td>
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<tr>
<td>David Diliberto</td>
<td>Department of Animal Services</td>
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<td>Agnes Ko</td>
<td>Department of Animal Services</td>
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<td>Sharon Morris</td>
<td>Department of Animal Services</td>
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<td>Aram Salmasi</td>
<td>Department of Animal Services</td>
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<td>Casandria Smith</td>
<td>Department of Animal Services</td>
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<tr>
<td>Kathy Riordan</td>
<td>Department of Animal Services</td>
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<tr>
<td>Christi Metropole</td>
<td>Feral Cat Alliance</td>
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<tr>
<td>Matt Modrzejewski</td>
<td>Mayors Office</td>
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<tr>
<td>Sue Freeman</td>
<td>PACT / rescuguide.com</td>
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<tr>
<td>Jan Brown</td>
<td>Pet Orphans</td>
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<tr>
<td>Tracy Ruckendrod</td>
<td>Pet Orphans</td>
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<tr>
<td>Diane Scripps</td>
<td>Pet Orphans</td>
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<tr>
<td>Scott Sorrentino</td>
<td>Rescue and Humane Alliance</td>
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<tr>
<td>Teri Austin</td>
<td>Sam Simon/Foundation</td>
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**Task Force Member Comments:**

*Sue Freeman:* On page 3, under dog licensing, stated that the Task Force also agreed to delete the interim license fee. Ms. Morris explained that rescue groups only pay the tax on a license, which cannot be waived. Would like to see a pilot program start so the kinks could be worked out.

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Under unweaned puppies/kittens, 2nd bullet, would like to add “or credit card if not reported properly” to the last sentence.

Cats are not altered when they walk out the door. There is no penalty for them. This is a way around the ordinance. Wants penalties.

Scott Sorrentino: Request that Adoption Partners required monthly/quarterly reports appear on line, have the organizations animals that were adopted included in the report when provided to the organization. Commissioner Rubalcava indicated that these types of reports cannot be generated by the Department at this time.

Good idea to have a point person for fosters instead of requiring addresses of everyone.

Upon adoption of an animal, the animal belongs to the person or organization that adopted the animal and the organization takes full responsibility for the animal including where is resides. The Department does not put a restriction on the general public.

Speaking for the Rescue Humane Alliance Mr. Sorrentino disagrees with the agreement made by the Task Force on the issue of the $100 dog license fee. A problem with the compromise is that many organizations do not have business credit cards and the fees are unevenly applied. Mr. Sorrentino has no problems with penalties being imposed. Humane community against supplying proof of payment to veterinarian as part of the refund process. It was decided that this matter would be discussed further in the Task Force meeting.

Thanks the Department for the Task Force and the Commission for listening to everyone.

Susan Taylor has no problems with waiving the $100 fee, as long as penalties are attached. On the foster issue, suggested that one person keeps all the information and if the Department ever wanted it they could obtain it. This was approved 100% by every task force member. The reason being the Department belongs to a committee made of animal control agencies and they want to be consistent with them. If we have an idea that is better than another Department we should be pursuing it.

Phyllis Daughtery: Agrees with Ms. Taylor in imposing penalties for organizations that do not sterilize their animals. The Pet Overpopulation Ordinance should not be broken down. The letter provided by the Rescue Human Alliance only shows people who had problems with the process, not necessarily a problem with the fee. Believes that any organization can obtain a credit card.

Terri Austin: Agrees with the deferment of the $100 fee and feels that some compromises will have to be made by the rescue groups. Believes it is difficult to establish a business credit card. Suggested that a group could post a bond with the Department if they didn’t have a credit card. Believes the historical trust she has with other agencies has kept people from coming to check on her animals.

Ms. Morris asked the Commission to leave the foster issue on the table, and to allow the Department to move forward on all the other issues and develop preliminary information.

Commissioner Rubalcava made a motion for the Department to continue to move forward with the participant shelter with the recommendations in the Board Report and develop the forms, new initives and a pilot program.

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Commissioner Khero seconded the motion. Passed unanimously.

F. Board Report: Auction Policy

Will be presented at a later date due to information still being gathered on this matter.

G. Board Report: Wildlife Rehabber Policy II

Commander Diliberto made the following oral changes to the Board Report:

- Item #1 the first line should read “All wildlife calls not involving distressed, sick, or injured, or public safety issues…”.
- Item #2 the first line should read “A Department trap is not authorized ….”.
- Item #3, Will work with the rehabbers to establish a time frame.
- Item #6, first line should read “We will work with rehabbers to have temporary housing placed in at least two shelters for the animals;…”.
- Page 2, Amendment to Sec. 53.69, Item B, the first line should be reworded as follows: “The Department shall charge and collect for issuance for a permit to trap a coyote a fee of $200.” The second line is deleted. This change is in accordance with L.A.M.C. Sec 53.06.3.

Mary Cummings with Animal Advocates indicated members of the wildlife committee were in favor of the proposal and approve the changes.

Public Comment:

Mary Cummings thanked the Commission, Commander Diliberto, Lt. Bowers, Officers Troy and Officer Randall for their help on the wildlife committee and they are for the proposal. Commissioner Rubalcava made a motion to accept the board report with the changes that Commander Diliberto suggested. Commissioner Brunson seconded the motion. The motion passed unanimously.

At 11:44 Commissioner Brunson left the meeting.

4. PUBLIC COMMENT PERIOD - (Comments from the public on items of public interest within the Board’s subject matter jurisdiction.)

Scott Sorrentino, Rescue and Humane Alliance: Feels there has always been a communication issue between the Department and the Humane Organizations but believes that Participant Shelter Task Force has accomplished the groups being able to come together. The Animal Alliance consist of some members who have become disenfranchised with the Department. Mr. Sorrentino represents groups who cannot be present at the meetings, which allows these groups to obtain information. An Alliance member had a shelter card suspended, the Task Force should be allowed to discuss these issues.

Daniel Guss, STAND Foundation: Michael Bell appeared in an article in the Los Angeles Times. Discussed the Parks/Ludlow motion regarding conditions at the South Los Angeles Shelter. When Mr. Guss appears before the Public Safety Committee he will bring up his repeated request for copies of audiotapes from Commission meetings that he has not received.

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Phyllis Daugherty, Animal Issues Movement: Would like to commend Officer Perrilla at the North Central Animal Shelter for the way he handles Department issues. Discussed an incident where two pit bulls almost attacked her. Wants to make sure hoarding does not occur.

Sue Freemen: In her experiences in rescue she has seen and dealt with hoarding issues. When Commission meetings take three hours staff should take a break.

Teri Austin, Amanda Foundation: Has had experience with hoarders. City employees should be informed of the importance of spaying and neutering animals.

5. ADJOURNMENT

Meeting was adjourned at 12:10 p.m.