BOARD OF ANIMAL SERVICES COMMISSIONERS  
CITY OF LOS ANGELES  
Monday December 11, 2006  
10:00 A.M.  
LOS ANGELES CITY HALL  
200 N. Spring St.  
Room 1060  
Los Angeles, CA  90012

Commissioners:  
Tariq Khero, President  
Kathleen Riordan, Vice-President  
Marie Atake  
Glenn Brown

Sign language interpreters, assistive listening devices, or other auxiliary aids and/or services may be provided upon request. To ensure availability, you are advised to make your request at least 72 hours prior to the meeting you wish to attend. For information please call (213) 482-9501.

Si require servicios de traduccion, favor de notificar la oficina con 24 horas por anticipado.

REGULAR COMMISSION MEETING WILL COMMENCE IMMEDIATELY FOLLOWING THE APPEAL HEARINGS SCHEDULED FOR 10:00 A.M.

COMMISSION MEETING

1. ORAL REPORT OF THE GENERAL MANAGER

2. PUBLIC COMMENT PERIOD - (Comments from the public on items of public interest within the Board's subject matter jurisdiction and on items not on the Agenda.)

3. COMMISSION BUSINESS
   A. Approval of the Commission Meeting Minutes of October 23, 2006 (Held from November 13, 2006) and November 13,2006

   B. Oral Report by the Commission on Meetings and Events attended.
4. GENERAL MANAGER RECOMMENDS FOR BOARD ACTION
   A. Request for Devising and Distributing a List for Animals Pending Euthanasia:
      Report by staff on finalizing of Standard Operating Procedures relative to both the Red Alert and the New Hope Adoption Programs, which include processes for notifying the public and New Hope partners about animals at high risk for euthanasia.

5. DISCUSSION ITEM
   A. Status Report on Animal Transfer Program (Held from November 13, 2006): Distribution of report by staff showing numbers of animals transferred among shelters.
   B. Hearing Process Overview (Hold to January 8, 2007): Summary of the steps, in accordance with relevant provisions in the Municipal Code, in the complaint and administrative hearing process on barking dog complaints.
   C. Discussion of Off Budget Funds – Explanation of Department Trust Funds: History, Purpose, Policy and current Balances of the four (4) Department Trust Funds, and a review of the fund collecting and dispensing revenue for Microchips.
   D. Review of Animal Cruelty Task Force: Oral report on accomplishments with assistance of Los Angeles Police Department or City Attorney Staff.
   E. Oral Report by the General Manager on Mobile Adoptions: Oral report on the changes in the Mobile Adoption Program.

6. FUTURE AGENDA ITEMS:
   Requests from Commissioners for future Agenda Items

7. ADJOURNMENT:
   Next regular Commission Meeting is scheduled for January 8, 2007.

AGENDAS - The Board of Animal Services Commissioners (Board) meets regularly every second (2nd) and fourth (4th) Monday of each month at 10:00 A.M. Regular Meetings are held at City Hall, 200 North Spring Street, Room 1060, in Los Angeles, CA 90012. The agendas for Board meetings contain a brief general description of those items to be considered at the meetings. Board Agendas are available at the Department of Animal Services (Department), Administrative Division, 221 North Figueroa Street, 5th Floor, Los Angeles, CA 90012. Board Agendas may also be viewed on the 2nd floor Public Bulletin Board in City Hall East, 200 North Main Street, Los Angeles, CA 90012.

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Three (3) members of the Board constitute a quorum for the transaction of business. The Board may consider an item not listed on the Board Agenda only if it is determined by a two-thirds (2/3) vote that the need for action arose after the posting of an Agenda. Some items on the Agenda may be approved without any discussion.

The Board Secretary will announce the items to be considered by the Board. The Board will hear the presentation on the topic and gather additional information from Department Staff. Once presentations have finished, the Board President will ask if any Board Member or member of the public wishes to speak on one or more of these items. Each speaker called before the Commission will have one (1) minute to express their comments and concerns on matters placed on the agenda.

PUBLIC INPUT AT BOARD MEETINGS – Public Participation on Agenda Items. Members of the public will have an opportunity to address the Board on agenda items after the item is called and before the Board takes action on the item, unless the opportunity for public participation on the item was previously provided to all interested members of the public at a public meeting of a Committee of the Board and the item has not substantially changed since the Committee heard the item. When speaking to an agenda item other than during Public Comment (see Public Comment below), the speaker shall limit his or her comments to the specific item under consideration. California Government Code Section 54954.3.

Public Comment. The Board will provide an opportunity for public comment at every regular meeting of the Board. Members of the public may address the Board on any items within the subject matter jurisdiction of the Board as part of Public Comment.

Speaker Cards. Members of the public wishing to speak are to fill out one speaker card for each agenda item on which they wish to speak and present it to the Board secretary before the item is called.

Time Limit for Speakers. Speakers addressing the Board will be limited to one (1) minute of speaking time for each agenda item. The Chairperson, with the approval of a majority of the Board, may for good cause extend any speaker's time by increments of up to one (1) minute. Total speaker time on any agenda item will be limited to ten (10) minutes per item and fifteen (15) minutes for Public Comment, unless extended as above.

Brown Act. These rules shall be interpreted in a manner that is consistent with the Ralph M. Brown Act, California Government Code Section § 54950 et seq.

STANDARDS OF CONDUCT. Speakers are expected to behave in an orderly manner and to refrain from personal attacks or use of profanity or language that may incite violence.

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The Board, by majority vote, may order the removal from the meeting of any speaker or audience member continuing to behave in a disruptive manner after being warned by the Chairperson regarding their behavior. Section 403 of the California Penal Code states as follows: “Every person who, without authority of law, willfully disturbs or breaks up any assembly or meeting that is not unlawful in its character, other than an assembly or meeting referred to in Section 302 of the Penal Code or Section 18340 of the Elections Code, is guilty of a misdemeanor”.

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When the Board has failed by sufficient votes to approve or reject an item, and has not lost jurisdiction over the matter, or has not caused it to be continued beyond the next regular meeting, the issue is again placed on the next agenda for the following meeting for the purpose of allowing the Board to again vote on the matter.

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APPEAL AGENDA

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ADMINISTRATIVE APPEAL HEARING 10:00A.M.

1. Appeal of the General Manager’s Decision in License Revocation Case –BD-05534 NC
Appellant: Donald and Julie Butcher
Complaining Witness: Charles Settle
District Manager, North Central Animal Care and Control, Karen Stepp, Captain
Hearing Coordinator, Department of Animal Services, Helen Brakemeter, Captain

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