

**CITY OF LOS ANGELES
SPAY / NEUTER ADVISORY COMMITTEE**

**MINUTES
January 5, 2009**

**Location:
South Los Angeles Animal Care Center**

At 7:00 p.m., Laura Beth Heisen, Chairperson, City of Los Angeles Spay/Neuter Advisory Committee, called the meeting to order.

Present were Committee members:

NAME	COUNCIL DISTRICT
Marie Atake	11
Bobby Dorafshar	3
Laura Beth Heisen	10
Judie Mancuso	7
Elizabeth Oreck	5
Rachel Paap	4
Theresa Sardisco	15
Willie Solomon	8
Lezle Stein	14
JeanMarie Wisniewski	13

Absent were Committee members:

NAME	COUNCIL DISTRICT
Dr. Bill Bender	12
Ricardo Mendoza	9
Christine Peters	1
Cheri Shankar	6
Scott Sorrentino	2

I. GENERAL BUSINESS

Chairperson Laura Beth Heisen introduced Committee member Willie Solomon of Council District 8. Mr. Solomon is experienced with organizing and assisting community programs.

Ms. Heisen introduced Jose Sigala, Legislative Deputy for Councilmember Richard Alarcón of Council District 7. Mr. Sigala was present to observe the Committee's meeting. Ms. Heisen thanked Mr. Sigala for attending and noted Councilmember

Alarcón's important role as the principal author of the city of Los Angeles' Spay/Neuter ordinance.

Ms. Heisen requested the Committee members to notify her in advance whenever they expect to be absent or late for a meeting. This is important so that the Chairperson can confirm a quorum for meetings.

Committee members asked if LAAS had replied to the Committee's outstanding requests for information and documents. Ms. Heisen stated that there had been no further information or documents received. Ms. Heisen asked Jim Bickhart, Mayoral office liaison to L.A. Animal Services, to follow up with LAAS regarding its non-responsiveness. Mr. Bickhart nodded that he would do so.

II. APPROVAL OF MINUTES

Chairperson Heisen asked if Committee members had any requests for changes in the proposed Minutes for the Committee's meetings of September 22, 2008, October 21, 2008 or December 1, 2008. There were no such requests. Bobby Dorafshar recommended approval of the Minutes of the Committee's September 22, 2008 meeting with a second by Judie Mancuso; the Minutes were approved on a 9-0 vote. Bobby Dorafshar recommended approval of the Minutes for October 21, 2008, seconded by Judie Mancuso and Lezle Stein; the Minutes were approved on a 9-0 vote. The Minutes for December 1, 2008 were recommended for approval by Bobby Dorafshar and Lezle Stein; the Minutes were approved on a vote of 9-0.

III. REVIEW OF TASKS

Ms. Heisen reminded Committee members to please read:

- The City Controller's audit of LAAS spay/neuter operations
- LAAS' response to the City Controller's audit of LAAS spay/neuter operations
- The LAAS spay/neuter document handed out at a prior meeting
- The Committee's webpages posted on LAAnimalServices.com
- The spay/neuter information posted on LAAnimalServices.com

Mr. Heisen reminded Committee members that that facts presented in the City Controller's audit apply and could be utilized in the Committee's report. Ms. Heisen informed the members as to the location of the Committee's web page location on the Department's website.

Committee members Lezle Stein and Jean Marie Wisniewski described their meeting with the Captain of North Central Shelter, Jorge Figueroa. Captain Figueroa related that there were financial and sociological reasons that some city residents do not get their pets sterilized. In addition, he indicated some recommendations that could be implemented to improve dissemination of spay and neuter information to the general public. The LAAS spay/neuter clinic at North Central appears to be primarily suitable for smaller animals (cats, rabbits, smaller dogs).

Ms. Theresa Sardisco met with Captain Pantoja of Harbor Shelter.

Additional meetings with Captains will occur in the near future.

IV. Coupon/certificate topic: Prevent work duplication

LAAS spay/neuter coupons/certificates is subject matter that can relate to a variety of report topics being written by multiple Committee members. Chairperson Heisen noted that future coordination could be done to avoid work duplication.

Ms. Papp asked how coupons are distributed and how many are redeemed. She noted that LAAS has still not responded to her inquiry regarding coupons/certificates. Mr. Pool indicated that the information that was previously transmitted to the Chair was the only information collected by the Department.

V. ASSIGNMENTS

The Committee selected topic assignment responsibilities for each individual Committee member, a volunteer research specialist and a volunteer community spay/neuter worker to draft for approval of the full Committee and inclusion in the Committee's preliminary report and final report, as follows:

1. Introduction a) Short background of LAAS s/n b) The s/n ordinance c) Our Committee	Heisen
d) Demographics	Menck
e) LAAS s/n data f) LAAS s/n costs	Mancuso & Heisen
2. Definitions a) "Low income" b) "Affordable" s/n	Papp & Heisen
3. S/N Strategy for LAAS	To be determined
4. LAAS Systems	Mancuso
5. Communications & Outreach a) How to help low income residents and everyone WANT to s/n i) Diversification and inclusiveness ii) LAAS direct messages iii) LAAS in the community	Solomon/Simpson/Peters Shankar Papp
b) How to help low income residents and everyone be ABLE to s/n i) Overcoming objections	Solomon/Simpson/Peters/ Wisniewski/Stein

ii) Transportation issues iii) How to target people; animals; geographic areas iv) Financial issues [Addressed under "LAAS S/N Programs"]	Peters/Wisniewski/Stein Peters/Wisniewski/Stein
6. LAAS S/N Programs	Sorrentino/Sardisco
7. LAAS Staff	Papp/Sardisco/Heisen
8. LAAS Volunteers	Stein/Wisniewski
9. Veterinary	Bender/Atake/Oreck
10. LAAS S/N Clinics	Heisen/Papp
11. Fundraising & Partnerships a) Resources already out there b) Developing new resources	Shankar/Papp
12. Enforcement	Dorafshar/Heisen
13. Ordinance	Heisen/Dorafshar/Mancuso
14. How to Measure Success a) What to measure b) How to measure it	To be determined Mancuso
15. Oversight	To be determined
16. Appendix a) Timeline	All

Further drafting responsibility assignments will be made when some Committee members not in attendance make their wishes known.

Ms. Heisen suggested that, for the Committee's March 2009 preliminary report, the Committee members focus on the most important recommendations with summary explanations. Complete recommendations and more detailed explanations will be held for the Committee's October 2009 final report. This will enable the Committee to push forward with researching and preparing the final report, and will also enable LAAS to get started on the recommendations the Committee finds to be the most urgent as presented in the March 2009 report.

VI. FORMAT FOR INDIVIDUAL ASSIGNMENT SECTIONS

This agenda item was postponed until a later meeting due to lack of time.

VII. EMPLOYEE SURVEY

Rather than focusing on achieving a 100% response rate to the survey, the Committee's goal is to elicit new ideas to advance spay and neuter with an emphasis on low income residents. The Committee discussed various methods for distributing and collecting the survey including use of the LAAS intranet and use of the internet. The Committee decided to distribute the survey by hard copy to LAAS employees and to collect completed surveys via collection boxes.

The proposed employee survey was approved. Chairperson Heisen will bring sufficient copies to the next meeting for distribution.

VIII. CAPTAIN MEETINGS

See item III above.

The proposed questions for upcoming shelter Captain meetings were approved.

For each Captain meeting, one or more Committee members who attended the meeting will prepare a summary of the key points learned, to provide to the other Committee members.

IX. DISTRICT COUNCIL OFFICE CALLS/EMAIL

The Committee approved the proposed questions for Committee members to ask their respective Council offices. Committee members will prepare a summary of key points learned, to provide to the other Committee members.

X. NEIGHBORHOOD COUNCILS

The Committee approved the proposed questions for Neighborhood Councils. The Committee also approved the proposed questions for a survey of users of City-paid spay/neuter providers. Committee member Rachel Papp drafted the surveys; she has made arrangements to disseminate the Neighborhood Council survey.

XI. VOLUNTEER COORDINATOR

Committee members Stein and Wisniewski are arranging a meeting with LAAS Volunteer Coordinate Jaren Sorkow. Committee members can EMail question suggestions to members Stein and Wisniewski as long as a quorum or more do not discuss the matter.

XII. OTHER IDEAS FOR OBTAINABLE AND RELIABLE "REGULAR AND SYSTEMATIC" INPUT

a) Survey users of s/n services

This survey is for users of the city's subsidized spay/neuter survey results (South LA clinic, mobile vans). Ms. Papp will check into how to disseminate and collect the survey of clients using the City's subsidized spay/neuter clinics (including the two s/n vans).

The survey questions for users of the city's subsidized s/n services were approved.

XIII. NEWS/UPDATES

Elizabeth Oreck gave a summary update regarding a new spay/neuter van which will seek to provide free spay/neuter services for LAAS in the city.

Ms. Heisen complimented Committee member Rachel Papp for a new PSA for LAAS spay/neuter being aired on the radio. Ms. Papp had written the PSA and worked to have it prepared and aired.

XIV. COMMITTEE MEMBER TASKS BEFORE NEXT MEETING

Chairperson Heisen summarized tasks discussed during the meeting.

XV. FUTURE AGENDA ITEMS

No specific requests.

XVI. PUBLIC COMMENT

Frederick Jordan, an Animal Control Officer from the Harbor Shelter expressed very favorable interest in helping Spay/Neuter.

Jim Bickhart of the Mayor's office advised that a "Transfer License" had received preliminary approval from City Council but is not yet effective. The Transfer License will be required whenever transferring an animal, and the transfer permit number must be written on all advertisements. When effective, a person transferring an unsterilized animal will need a breeder permit and a sellers' permit plus the Transfer License. Full approval of the Transfer License is expected in 2009.

XVII. ADJOURNMENT

The meeting adjourned at approximately 9:45 pm.