

City of Los Angeles Spay/Neuter Advisory Committee

AGENDA

**Monday, January 5, 2009
7:00 pm**

**South Los Angeles Animal Care Center
3612 West 11th Avenue
Los Angeles, CA 90018**

Chair: Laura Beth Heisen
Vice-Chair: Cheri Shankar
Members:

Marie Atake, William Bender, D.V.M., Bobby Dorafshar, Judie Mancuso, Ricardo Mendoza, Elizabeth Oreck, Rachel Paap, Christine Peters, Theresa Sardisco, Willie Solomon, Scott Sorrentino, Lezlie Stein, JeanMarie Wisniewski

- I. General business
- II. Approval of Minutes
 - a. September 22, 2008
 - b. October 21, 2008
 - c. December 1, 2008
- III. Review tasks to have been completed by this meeting
- IV. Coupon/certificate topic: Prevent work duplication
- V. Individual assignments
 - a. Topics each Committee member will cover
 - i. Internal matters
 - ii. External matters
 - iii. Veterinary matters
 - b. Topic sections (for March 2009 preliminary report)
 - c. Key recommendations (for March 2009 preliminary report)
 - d. Outlines and writing (for October 2009 final report)
 - e. Key recommendations (for October 2009 final report)
 - f. Timeline (for October 2009 final report)
- VI. Format for individual assignment sections
 - a. "LAAS" vs. "the Department"
 - b. Animal pronoun vs. "it"
 - c. Supporting data

- d. Reference citations
 - e. Recommendation format
- VII. Employee survey
- a. How disseminate (*Ross Pool*)
 - b. How receive responses (*Rachel Papp*)
 - c. Finalize questions
 - d. How to submit results for Committee use
- VIII. Captain meetings
- a. Which Committee member(s) will speak with each shelter Captain
 - b. Meeting(s) done
 - c. Finalize questions for others
 - d. How to submit results for Committee use
- IX. District Council office calls/Email
- a. Questions
 - b. Call(s)/Email(s) done
 - c. How to submit results for Committee use
- X. Neighborhood Councils (*Rachel Papp*)
- a. Finalize questions
 - b. Finalize DONE newsletter paragraph
 - c. How to disseminate survey
 - d. How to submit results for Committee use
- XI. Volunteer Coordinator (*Lezle Stein and JeanMarie Wisniewski*)
- XII. Other ideas for obtainable and reliable "regular and systematic" input
- a. Survey users of s/n services (*Rachel Papp*)
- XIII. News/Updates (*Elizabeth Oreck*)
- a. New s/n van in city of Los Angeles
 - b. Impact if any on other LAAS s/n services
- XIV. Committee member tasks before next meeting
- XV. Future agenda items
- XVI. Public comment
- XVII. Adjourn

For further information, please contact Ross Pool, Management Analyst II, at
 L.A. Animal Services, (213) 482-9501, or visit
http://laanimalservices.com/spayneuter_committee.htm