

Yolo Animal Services Planning Agency

Meeting Agenda

Thursday, August 26, 2021, 2:00pm

Governing Board Members

(*Indicates Voting Member)

Dan Carson, City of Davis*

Josh Chapman, City of Davis

Wade Cowan, City of Winters*

Rich Lansburgh, City of Woodland*

Mayra Vega, City of Woodland

Gary Sandy, County of Yolo*

Jim Provenza, County of Yolo

NOTE: This meeting is being agendized to allow the Animal Shelter JPA Members, staff and the public to participate in the meeting via teleconference, pursuant to the [Governor's Executive Order N-29-20 \(March 17, 2020\)](#).

Teleconference options to join Zoom meeting:

<https://yolocounty.zoom.us/j/95376247709>

Meeting ID: 953 7624 7709

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Executive Order N-29-20 authorizes local legislative bodies to hold public meetings via teleconference and to make public meetings accessible telephonically or otherwise electronically to all members of the public. Members of the public are encouraged to observe and participate in the teleconference.

If you are joining the meeting via Zoom and wish to make a comment on an item, press the "raise a hand" button. If you are joining the meeting by phone, press *9 to indicate a desire to make comment. The Chair will call you by name or phone number when it is your turn to comment. Speakers will be limited to 3 minutes (subject to change).

1. Call to Order
2. **Action Item:** Consider approval of agenda (Sandy)
3. **Action Item:** Consider approval of July 22, 2021 meeting minutes (Sandy) (Attachment A)
4. Public Comment: Opportunity for members of the public to address the Yolo Animal Services Planning Agency on subjects relating to YASPA business and not otherwise on the agenda. Speakers will be limited to 3 minutes (subject to change).
5. Receive update on Animal Services Planning Agency workplan and provide feedback (Van Hoosear) (Attachment B)
6. Adjournment

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Yolo County
Administrator's Office
625 Court Street,
Room 202
Woodland, CA 95695

Yolo Animal Services Planning Agency

Meeting Minutes

Thursday, July 22, 2021

The Yolo Animal Services Planning Agency met on the 22nd day of July, 2021, via [teleconference](#) at 2:00 p.m. pursuant to the Governor's Executive Order N-29-20 (March 17, 2020), available at the following [link](#).

Governing Board Members Present: (*Indicates Voting Member) Dan Carson – City of Davis*, Wade Cowan – City of Winters*, Mayra Vega – City of Woodland*

Governing Board Members Absent: (*Indicates Voting Member) Gary Sandy – County of Yolo*, Josh Chapman – City of Davis, Rich Lansburgh – City of Woodland, and Jim Provenza – County of Yolo

Staff Present: Eric Will, County Administrator's Office
Philip Pogledich, County Counsel
Daniel Kim, Interim County Administrator
Stephanie Amato, Director of Animal Services
Julie Dachtler, Senior Deputy Clerk

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1. Call to Order
 2. **Action Item:** Consider approval of agenda

Minute Order No. 21-04: Approved agenda as submitted.

MOVED BY: Carson / SECONDED BY: Vega

AYES: Carson, Cowan, Vega.

NOES: None.

ABSTAIN: None.

ABSENT: Sandy.

3. **Action Item:** Consider approval of February 25, 2021 meeting minutes (Sandy) (Attachment A)

Minute Order No. 21-05: Approved the February 25, 2021 meeting minutes.

MOVED BY: Carson / SECOND BY: Vega

AYES: Carson, Cowan, Vega.

NOES: None.

ABSTAIN: None.

ABSENT: Sandy.

4. Public Comment: Opportunity for members of the public to address the Yolo Animal Services Planning Agency on subjects relating to YASPA business and not otherwise on the agenda. Speakers will be limited to 3 minutes (subject to change).

Lisa Gaynes addressed the Board during public comment.

5. Receive update on American Rescue Plan eligibility (Will)

Eric Will provided an update on the American Rescue Plan eligibility regarding whether or not the animal shelter project would qualify for any funding. There are certain types of infrastructures that are available to be funded through ARP funding, such as water, sewer or broadband uses, but in general, general infrastructure is not eligible as part of ARP. The Board of Supervisors has also indicated specific ways they would like ARP funds to be used that should be one time in nature, transformational, connected to the County Strategic Plan, connected to COVID-19, needs based and informed by data to maximize opportunity and to avoid duplication. As staff continues to return to the Board of Supervisors, there will be additional information on which projects would be or would not be eligible for ARP funding. Staff will be returning to the Board on July 27th and August 31st with additional information on the community workshops that have been held over the last two weeks, so staff wanted to make sure this group was aware of where they were at and that more information will be coming soon.

6. Receive update on Animal Services Planning Agency workplan and provide feedback (Will)

Lisa Gaynes addressed the Board on this item.

Received update on Animal Services Planning Agency workplan on the following items:

Process Update: Strategic Plan Document, JPA Workplan and City Council Check-Ins

Challenges in Animal Services (presented by Stephanie Amato)

Operational/Fiscal/Staffing:

- Operations and services have changed since the 2013 study was completed
- COVID-19 has completely altered how services can be provided and which services are needed/prioritized
- Many operations are not accounted for in existing Animal Services contracts
- Many facilities in need of updating right now
- Staffing challenges associated with existing pay in comparison to the market

Interim Solutions:

- Interim solutions are needed to solve the here and now
- An animal resource center is important but is not an immediate solution
- Due to changes in service needs, Yolo County must adapt its programs and thinking

Next Steps:

- Continue with Strategic Plan in August 2021 meeting
- Check-Ins with City Councils
- Begin Operational Plan in Fall 2021/Winter 2022

Discussion ended with how to get more community involvement, including the non-profits, as it's important they remain engaged, as animal services wants to be the hub, not the resource.

7. Adjournment

Yolo County Animal Services Planning JPA – Draft Action Plan

Recent Accomplishments

- Installed new swamp coolers for the Dog Building (old units were 10+ yrs old)
- Replaced High Pressure Washing System (22+ year old unit)
- Painted Dog Adoption area to make the space more inviting
- Increased social media presence (weekly segments on ABC 10 Morning Blend; increased following on Instagram/Facebook)
- Updated adoption process and implemented online appointment scheduling
- Increased Foster Program during pandemic for dogs; improved kitten foster program
- Held weekly Microchip and Rabies Vaccine Clinic (curbside weekly, discontinued as of 7/1/21 due to staffing shortage)
- Cooperative TNR (trap, Neuter, Return) with Yolo Spay Neuter Group to address unaltered community cat problem (pre-kitten season 15 cats per weekday)
- Permanent metal shade structures installed in play yards in Dog Adoption (Non-profit grant/donation Friends of YCAS)

Quick Win Opportunities (<6 months)

Challenge	Proposed Solution	Who's Responsible	Resources Needed	Est. Complete Date
1. After-hours call outs for stray animals require either a sergeant to approve overtime for the non-emergency call-out, or the person who finds the animal is advised to turn the animal loose if the person is not able to house the animal overnight.	Purchase 2-3 sturdy kennels to have at local police departments to house dogs overnight. This is currently in place and working well in Winters, and would be beneficial to add in West Sacramento, Woodland, and Davis.	YCAS; Cities	Funding to purchase new kennels	

Yolo County Animal Services Planning JPA – Draft Action Plan

Quick Win Opportunities (<6 months)				
Challenge	Proposed Solution	Who's Responsible	Resources Needed	Est. Complete Date
2. Social Media is currently run and managed by a few YCAS staff and volunteers, resulting in inconsistent posting (decreases visibility of adoptable animals)	Dedicated (paid) Social Media Team Lead - Someone to oversee program, address comments on social media. This could include volunteers/teens/ interns but needs to be managed by a dedicated person not assigned to any other part of the department.		Funding to hire Extra Help (1,000 hours/fiscal year) to run this much needed and valuable team.	
3. Weekly Pet Vaccine Clinics have been discontinued due to staffing shortage	Use Community Volunteers to assist. Need people to manage the public coming to the clinics, freeing up trained shelter staff to manage the animals. Possibly use those trained to work the COVID vaccine clinics to help manage the pet vaccine clinics.		Volunteers; volunteer coordination	
4. Outside Kennels used during AM cleaning of Dog Building are deteriorating, no shade/enclosed top. Dogs escaping-safety issue	Replace with appropriate kennels immediately		Purchase of appropriate metal kennels.	

Yolo County Animal Services Planning JPA – Draft Action Plan

Quick Win Opportunities (<6 months)				
Challenge	Proposed Solution	Who's Responsible	Resources Needed	Est. Complete Date
5. Inside dog kennels needing repair/replacement	<p>Repair kennels that are immediate safety issue</p> <p>Replace automatic dog water dishes broken/leaking</p>		Funding for repairs	
6. Backlog of Laundry/dishes (Low shelter staffing and no inmate labor anymore)	Purchase large capacity washer to maximize large capacity dryer already purchased		Plumbing plan to prevent backups; purchase washer	
7. Outdated Electrical fixtures/outlets	Replace old/broken fixtures, update outlets to reduce the amount of times they get tripped due to faulty wiring and wet cleaning conditions		Electrical assessment to identify safety issues	
8. Cat Building swamp cooler has deteriorated and causes "rain" to fall inside the building	Replace swamp cooler with HVAC system		Funding for HVAC system	

Yolo County Animal Services Planning JPA – Draft Action Plan

Interim Action Plan (6-24 months)				
Challenge	Proposed Solution	Who's Responsible	Resources Needed	Est. Complete Date
1. Main and Side Gate Repairs	Replace both			
2. Front Adoption Yards not ADA compliant, no way to sanitize, need to maintain rocks/fences	Replace with different materials, paved walkway			
3. Lack of resources for owned animal spay/neuter	Vouchers for other local clinics Weekend clinics at YCAS		Funding to cover the costs both for outsourcing and relief vet staff	
4. Inside dog kennels needing repair/replacement	Retrofit the entire inside of Dog Building with updated kennels that can be taken to new location in future			
5. Roof/gutter damage	Replacement ASAP	County Facilities		
6. Unreliable Forklift	Purchase of "newer" forklift, needs to be specific for use on gravel and outdoor use We receive and distribute thousands of lbs. of pet food and supplies to the community and other shelters		-Funding to purchase and maintain -Friends of YCAS raised \$6.5K towards efforts	

Yolo County Animal Services Planning JPA – Draft Action Plan

Long Term Action Plan (>24 months)				
Challenge	Proposed Solution	Who's Responsible	Resources Needed	Est. Complete Date
1. Adoption/Surgery Center	Repurpose existing Probation buildings next to current shelter Create an Adoption Center Surgery Suites for both shelter animals and owned/community animals			TBD
2. New Shelter	Entirely new location/new shelter			TBD

Partners		
Group	Contact	Roles
CalAnimals (California Animal Welfare Association)	Jill Tucker	State and national-level advocacy, guidance, training
Friends of YCAS	Patricia Hilliard	Currently active in providing immediate funding for medical cases, shelter items, fundraising for a forklift. YCAS has all their information, resources, adoptable pets on their website and use it as their own.
UC Davis KSMP (Koret Shelter Management Program)	Kate Hurley	Grants, Design, Collaboration based on Yolo County Specific needs and resources
Unleashing the Possibilities, Inc.	Lisa Gaynes	Fundraising, coordination, resources

Yolo County Animal Services Planning JPA – Draft Action Plan

Partners		
Group	Contact	Roles
Yolo Spay Neuter Group	Amanda Hartman	Currently managing Community TNR, actively working to secure a mobile clinic, potential to partner with shelter to increase operation success long-term
Yolo SPCA	Kim Kinnee	Grants, potential partnership to aid in owned spay/neuter, currently active rescue partner

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