

Yolo Animal Services Planning Agency

MEETING AGENDA

Thursday, December 1, 2022, 1:30 p.m.

Governing Board Members

(*Indicates Voting Member)

Dan Carson, City of Davis*

Josh Chapman, City of Davis

Wade Cowan, City of Winters*

Mayra Vega, City of Woodland*

Rich Lansburgh, City of Woodland

Gary Sandy, County of Yolo*

Jim Provenza, County of Yolo

NOTE: This meeting is being agendized to allow Animal Shelter JPA Members, staff and the public to participate in the meeting via teleconference, pursuant to Assembly Bill 361.

Teleconference options to join Zoom meeting:

<https://yolocounty.zoom.us/j/85824863370>

Meeting ID: 858 2486 3370

Dial by your location

+1 669 900 6833 US (San Jose)

+1 408 638 0968 US (San Jose)

+1 346 248 7799 US (Houston)

+1 253 215 8782 US (Tacoma)

Assembly Bill 361 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 2 minutes (subject to change).

1:30 P.M. CALL TO ORDER

1. Call to Order. (Chair)
2. Roll Call. (Clerk)
3. Consider approval of the agenda. (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 2 minutes (subject to change).

CONSENT AGENDA

5. Authorize remote (teleconference/videoconference) meetings by finding, pursuant to Assembly Bill 361, that local officials continue to recommend measures to promote social distancing as a result of the COVID-19 pandemic. (Sandy)
6. Approve the minutes of the August 23, 2022 meeting. (Sandy)

REGULAR AGENDA

7. Receive presentation on and analysis of Agreement between Yolo County and UC Davis Koret Shelter Medicine Program. (Rowe)
8. **Action Item:** Receive update on upcoming County actions reorganizing Animal Services, and approve a temporary pause of Yolo Animal Services Planning Agency JPA meetings until further notice. (Rowe)

ADJOURNMENT

Notice

This agenda was posted in accordance with the Brown Act. If requested, it can be made available in appropriate alternative formats to persons with a disability, as required by Section 202 of the American with Disabilities Act of 1990 and the Federal Rules and Regulations adopted implementation thereof. Persons seeking an alternative format, or who require a modification or accommodation, including auxiliary aids or services in order to participate in the meeting should contact the County staff assigned to the Animal Services Planning Agency as soon as possible (preferably at least 24 hours prior to the meeting) at (530) 406-5775 or John.Rowe@yolocounty.org or:

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

Meeting Date: 12/01/2022

SUBJECT

Authorize remote (teleconference/videoconference) meetings by finding, pursuant to Assembly Bill 361, that local officials continue to recommend measures to promote social distancing as a result of the COVID-19 pandemic. (Sandy)

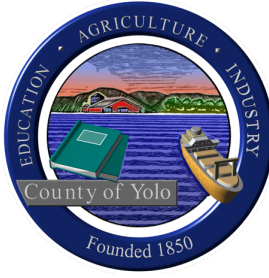
Attachments

Att. A - AB 361 Memo

Form Review

Form Started By: John Rowe
Final Approval Date: 11/28/2022

Started On: 11/28/2022 08:47 AM



COUNTY OF YOLO

Office of the County Administrator

Gerardo Pinedo
County Administrator

625 Court Street, Room 202 • Woodland, CA 95695
Phone: (530) 666-8150
www.yolocounty.org

Date: August 18, 2022

To: Yolo Animal Services Planning Agency JPA

Fr: Joanne Van Hoosear, Management Analyst

Re: Authorize Continued Remote Meetings

Subject

Renew authorization for remote (teleconference/videoconference) meetings pursuant to Assembly Bill 361 on the basis that (a) the COVID-19 pandemic state of emergency is ongoing, and (b) meeting in person would present imminent risks to the health or safety of attendees.

Reason for Recommended Action/Background

The Yolo Animal Services Planning Agency JPA (“JPA”) has been meeting remotely since the first meeting of the JPA on October 1, 2020. AB 361 amended the Brown Act to add simplified procedures that make it easier to hold remote meetings during a state of emergency proclaimed by the Governor (a local emergency is insufficient). To meet remotely during a proclaimed emergency, the legislative body must find either of the following circumstances is present: (a) state or local officials continue to impose or recommend measures to promote social distancing; or (b) as a result of the declared emergency, the legislative body finds by majority vote that meeting in person would present imminent risks to the health or safety of attendees.

Through March 2022, the JPA relied on the social distancing recommendations of the County Health Officer in adopting AB 361 findings. Like many other county health officers, however, Dr. Sisson is no longer recommending social distancing and JPA Members must therefore consider the "imminent risks" finding to continue meeting remotely. The “imminent risk” finding is substantiated based on:

- Public meeting spaces in County buildings were not designed to ensure attendees can remain the necessary six feet apart to reduce the possibility of infection with the virus that causes COVID-19.

- Holding in-person meetings requires community members to come to County facilities to participate in local government. Some public members and members of the JPA are likely to be at high risk for serious illness from COVID-19 and/or live with someone who is at high risk.

On these grounds, staff believe JPA Members can appropriately make the findings necessary to allow continued implementation of AB 361.

Meeting Date: 12/01/2022

SUBJECT

Approve the minutes of the August 23, 2022 meeting. (Sandy)

Attachments

Att A - 08.23.22 Minutes

Form Review

Form Started By: John Rowe
Final Approval Date: 11/28/2022

Started On: 11/28/2022 08:46 AM

Yolo Animal Services Planning Agency
Yolo County, California

August 23, 2022

MINUTES

The Yolo Animal Services Planning Agency met on the 23rd day of August, 2022, via teleconference at 9:10 a.m. pursuant to Government Code section 54953(e)(1) (as amended by Assembly Bill 361), available at the following [link](#).

Present: City of Davis Josh Chapman; City of Woodland* Mayra Vega; County of Yolo* Gary Sandy; County of Yolo, Alternate Jim Provenza

Absent: City of Davis* Dan Carson; City of Winters* Wade Cowan; City of Woodland Rich Lansburgh

Staff Present: Joanne VanHoosear, Management Analyst
Stephanie Amato, Animal Services Director
Jill Perez, Assistant County Administrator
Phil Pogledich, County Counsel
Lupita Ramirez, Deputy Clerk

9:00 A.M. CALL TO ORDER

1. Call to Order. (Chair)

2. Roll Call. (Clerk)

Roll call was conducted by the Clerk.

3. Consider approval of the agenda. (Sandy)

Minute Order No. 22-19: Approved agenda as submitted.

MOTION BY: Vega / SECONDED BY: Chapman

AYES: Chapman, Vega, Sandy.

NOES: None.

ABSTAIN: None.

ABSENT: Carson, Cowan.

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 2 minutes (subject to change).

Sally Ozonoff, Lea Rosenberg, Kevin Hanks, Lisa Gaynes, Eileen Samitz, Heidi Kellison, Julielani Chang and Sharon Montooth addressed the Board during public comment. Additionally, a summary of three written comments was read into the record.

CONSENT AGENDA

Minute Order No. 22-20: Approved Consent Agenda Item Nos 5-7.

MOVED BY: Vega / SECONDED BY: Chapman

AYES: Chapman, Vega, Sandy.

NOES: None.

ABSTAIN: None.

ABSENT: Carson, Cowan.

5. Renew authorization for remote (teleconference/videoconference) meetings pursuant to Assembly Bill 361 on the basis that (a) the COVID-19 pandemic state of emergency is ongoing, and (b) meeting in person would present imminent risks to the health or safety of attendees. (Attachment A)

Renewed authorization for remote (teleconference/videoconference) meetings pursuant to Assembly Bill 361 on the basis that (a) the COVID-19 pandemic state of emergency is ongoing, and (b) meeting in person would present imminent risks to the health or safety of attendees on Consent.

6. Approve the minutes of the July 28, 2022 meeting (Attachment B).

Approved the minutes of the July 28, 2022 meeting on Consent.

7. Receive and file Correspondence received by the YASPA JPA between July 26, 2022, and July 28, 2022, that were previously forwarded to the JPA members via email (Attachment C).

Received and filed Correspondence received by the YASPA JPA between July 26, 2022, and July 28, 2022, that were previously forwarded to the JPA members via email on Consent.

REGULAR AGENDA

8. Receive brief presentation and conduct JPA discussion with the Chief Executive Officer of Sacramento SPCA, regarding topics including:
- * Animal services governance
 - * Public/private partnerships in animal sheltering and welfare
 - * Renovating/expending current shelter facilities vs. new construction
- (Altine/Van Hoosear)

Eilleen Samitz and Lisa Gaynes addressed the Board on this item.

Received brief presentation and conducted JPA discussion with the Chief Executive Officer of Sacramento SPCA, regarding topics including: Animal services governance, Public/private partnerships in animal sheltering and welfare, and Renovating/expending current shelter facilities vs. new construction.

9. Receive staff updates (Van Hoosear):

- Jurisdiction survey on service levels/expectations
- On-site veterinary services hours analysis in progress
- Status of Yolo County Spay/Neuter Group partnership opportunities

Eileen Samitz and Sharon Montooth addressed the Board on this item.

Received staff updates on: Jurisdiction survey on service levels/expectations, On-site veterinary services hours analysis in progress and Status of Yolo County Spay/Neuter Group partnership opportunities.

ADJOURNMENT

Next Meeting: September 22, 2022

Meeting Date: 12/01/2022

SUBJECT

Receive presentation on and analysis of Agreement between Yolo County and UC Davis Koret Shelter Medicine Program. (Rowe)

Attachments

Att. A - Staff Report

Att. B - Vet Services Agreement

Att. C - Presentation

Form Review

Form Started By: John Rowe
Final Approval Date: 11/28/2022

Started On: 11/28/2022 08:48 AM



COUNTY OF YOLO

YOLO ANIMAL SERVICES PLANNING AGENCY JPA

Gary Sandy, County Supervisor, District 3
Yolo Animal Services Planning Agency JPA Chair

John Rowe, Management Analyst
625 Court Street, Room 202, Woodland CA 95695
(530) 666-8150, Email: john.rowe@yolocounty.org

Date: December 1, 2022

To: Yolo Animal Services Planning Agency JPA (YASPA)

From: John Rowe, Management Analyst

Subject: Receive presentation on and analysis of Agreement between Yolo County and UC Davis Koret Shelter Medicine Program.

Background

Since 2004, Yolo County has contracted with the UC Davis Koret Shelter Medicine Program for the provision of veterinary services within Yolo County. From 2004 to December 2019, this service was limited to a veterinarian who performed surgical and other medical procedures on-site at the shelter, while Yolo County provided its own Registered Veterinary Technicians (RVTs) to support the veterinarian. Beginning in January 2020, the agreement was expanded so that all veterinary staff were provided by UC Davis. After successfully transitioning to this model in Fiscal Years 2020 and 2021, a new contract was signed which extended the arrangement through the end of Fiscal Year 2023.

Under the terms of the agreement, the UC Davis Koret Shelter Medicine Program is to provide up to 1.25 Full Time Equivalent (FTE) veterinarians and up to 3.0 FTE Animal Health Technicians (AHTs) (typically one of which is a RVT). Yolo County is billed based on the number of hours of work performed at the shelter, and the veterinary staff are required to prepare work logs detailing daily work performance. The agreement also specifies a maximum amount that can be billed per fiscal year. No minimum standards of performance or target metrics are specified in the terms of the agreement.

Past and Current Performance

FY 2021 was the first full year of performance under the current arrangement. Despite the difficulties presented by COVID, UC Davis provided 2,952 veterinarian and 6,800 vet technician hours at the shelter, for a combined total of 9,752 hours. The total compensation for these services totaled \$452,902, which was only \$24,538 under the amount contracted for the FY.

In FY 2022 the number of hours fell sharply, with roughly 700 less hours provided by both veterinarians and AHTs. This reduction in provided hours also resulted in significant savings on expenditures under the agreement, with only \$379,928 of a contracted \$483,884 being billed. That is \$103,956 under the contracted amount.

One key metric that can be used to track performance is the number of surgeries performed. In FY 2019, under the prior arrangement with a UC Davis vet being assisted by Yolo County RVTs, the shelter

recorded 1,961 spay/neuter surgeries. In FY 2020, this number fell to 1,374, and it fell further in FY 2021 to 1,297. This drop may be largely due to COVID, which began in the middle of FY 2020, but there is no indication that pre-COVID performance will be achievable any time in the near future.

REIMBURSEMENT AGREEMENT

(Yolo County Animal Services)

THIS REIMBURSEMENT AGREEMENT is made and entered into as of the date last signed below by and between THE REGENTS OF THE UNIVERSITY OF CALIFORNIA on behalf of the Center for Companion Animal Health at its Davis Campus (University) and the COUNTY OF YOLO, a political subdivision of the State of California, on behalf of the YOLO COUNTY SHERIFF'S OFFICE and its Yolo County Animal Services (YCAS).

The parties agree as follows:

1. Services by University. University shall provide one veterinarian as more fully described in "Exhibit A" to provide quality veterinary care for the shelter population at Yolo County Animal Services (YCAS).
2. Term/Location. The term of this agreement is from July 1, 2021 through June 30, 2023. Services to take place at the Yolo County Sheriff's Department, Animal Shelter in Woodland, CA and additional locations as may be necessary from time-to-time.
3. Reimbursement by YCAS. In consideration of the services described in section 1 and in accordance with the method of payment set forth in Exhibit A, YCAS shall reimburse University up to the maximum amount of \$977,626.76 for services provided under this agreement. YCAS will pay University within 30 days of receipt of University's invoice.
4. Alteration, Amendment. No alteration of the terms of this agreement shall be valid or binding upon either party unless made in writing and signed by both parties. This agreement may be amended at any time by written agreement of the parties.
5. Indemnification. The parties shall defend, indemnify, and hold each other harmless from and against any and all liability, loss, expense, attorneys' fees, or claims for injury or damages arising from the performance of this agreement, but only in proportion to and to the extent such liability, loss, expense, attorneys' fees, or claims for injury or damages are caused by or result from the negligent or intentional acts or omissions of the indemnifying party, its officers, agents, or employees.
6. Notification. Any notice required or permitted hereunder shall be sent via U.S. mail, postage prepaid, or by personal service, e-mail or facsimile, or as may otherwise be permitted by law, addressed as set forth in this section. Either party may change its address by written notice to the other during the term.

UNIVERSITY

Erin N. Losado
Business & Revenue Contracts
University of California
One Shields Ave
Davis, CA 95616
E-mail: enlosado@ucdavis.edu

YCAS

Mirthala Santizo
Yolo County Animal Services
140 Tony Diaz Drive
Woodland, CA 95776
E-mail : mirthala.santizo@yolocounty.org

7. Insurance. University shall maintain the following insurance.
- a. General Liability: Comprehensive or commercial form general liability self-insurance. If this insurance is written on a claims made form, it shall continue for three (3) years following termination of the agreement. The insurance shall provide for a retroactive date of placement prior to or coinciding with the effective date of the agreement.

a. each occurrence	\$1,000,000
b. products/completed operations aggregate	\$2,000,000
c. personal and advertising injury	\$1,000,000
d. general aggregate	\$2,000,000
 - b. Business Automobile Liability: Business automobile insurance for owned, scheduled, non-owned, or hired automobiles with a combined single limit of not less than \$1,000,000.
 - c. Workers' Compensation: Workers' compensation insurance as required by California Law
8. Applicable Law. This agreement shall be construed pursuant to California law. Any action or proceeding arising out of this agreement shall be filed and resolved in a California State court located in Woodland, California.
9. Use of University's Name. YCAS shall not use the name of University in any form or manner in advertisements, reports, or other information released to the public without the prior written approval of University.
10. Relationship of the Parties.
- a. University is an independent contractor and not an agent, officer or employee of YCAS. The parties mutually understand that this agreement is by and between two independent contractors and is not intended to and shall not be construed to create the relationship of agent, servant, employee, partnership, joint venture or association.
 - b. Neither University nor any UCD Vets shall have any claim against YCAS for employee rights or benefits including, but not limited to, seniority, vacation time, vacation pay, sick leave, personal time off, overtime, medical, dental or hospital benefits, retirement benefits, Social Security, disability, Workers' Compensation, unemployment insurance benefits, civil service protection, disability retirement benefits, paid holidays or other paid leaves of absence.
 - c. University is solely obligated to pay all applicable taxes, deductions and other obligations including, but not limited to, federal and state income taxes, withholding, Social Security, unemployment, disability insurance, Workers' Compensation and Medicare payments.
 - d. As an independent contractor, University is not subject to the direction and control of YCAS except as to the final result contracted for under this agreement.
 - e. University may provide services to others during the same period University provides service to YCAS under this agreement.
 - f. Any third persons employed by University shall be under University's exclusive direction, supervision and control. University shall determine all conditions of employment including hours, wages, working conditions, discipline, hiring and discharging or any other condition of employment.
 - g. University, with full knowledge and understanding of the foregoing, freely, knowingly, willingly and voluntarily waives the right to assert any claim to any right or benefit or term or condition of employment insofar as they may be related to or arise from compensation paid under this agreement.

11. Time Limit for Action. No action, regardless of form, arising from transactions under this agreement may be brought by either party more than one year after the cause of action has accrued.
12. Federal Exclusion Warranty. The parties each warrants that it is not excluded from participation in any governmental sponsored program, including, without limitation, the Medicare, Medicaid, or Champus programs (<http://exclusions.oig.hhs.gov/search.html>) and the Federal Procurement and Nonprocurement Programs <https://www.sam.gov/index.html/##11#1>. This agreement shall be subject to immediate termination in the event that either party is excluded from participation in any federal healthcare or procurement program.
13. Termination. This agreement may be terminated by either party upon thirty (30) working days' written notice to the other party. If this agreement is terminated at any time during its term, University shall be reimbursed for all completed services rendered up to and including the effective date of the termination.
14. The parties shall comply with all applicable laws and regulations including but not limited to any that are promulgated to prevent conflicts of interest. Each party shall defend the other and reimburse it for any fines, damages or costs (including attorneys' fees) that might be incurred or assessed based upon a claim or determination that the party has violated any applicable law or regulation.
15. Whole Agreement. This agreement constitutes the entire understanding of the parties respecting the subject matter hereof and supersedes any prior understanding or agreement between them, written or oral, regarding the same subject matter.

AGREED:

COUNTY OF YOLO

THE REGENTS OF THE
UNIVERSITY OF CALIFORNIA

by: _____
(authorized signature)

by: _____
Steven T. Kobayashi
Interim Associate Director
Procurement & Contracting Services
UC Davis

print name: _____

date: _____

title: _____

date: _____

Approved as to Form



Philip J. Pogledich,
County Counsel

Exhibit A - Shelter Veterinary Services and Compensation

A. Professional Veterinary Medical Services

1. University shall provide up to 1.25 full-time equivalent (FTE) Veterinarians (the "UCD Vets") to provide the full range of services described in Section 4, below, to ensure quality veterinary care for the shelter population at Yolo County Animal Services (YCAS) and facilitate interaction between YCAS and the UC Davis Koret Shelter Medicine Program (KSMP). These services include direct medical and surgical care to benefit shelter animals. In consultation with the UC Davis KSMP and the YCAS director and personnel, the UCD Vets shall develop and implement protocols related to shelter animal health and care. Daily scheduling of the UCD Vets will be determined by the UCD Vets and will typically exclude University holidays, vacation time, sick time, or other appropriate PTO and CE days.
2. University shall provide up to 3 FTE Animal Health Technicians (the "UCD AHTs") to provide all support services necessary to assist the UCD Vets and the UCD Relief Vets, as defined below, with providing veterinary services and support. The UCD AHTS will directly report to the UCD Vets and will only be responsible for duties assigned to them by the UCD Vets. Daily scheduling of the UCD AHTs will be determined by the UCD Vets and will typically exclude University holidays, vacation time, sick time, or other appropriate PTO and CE days.
3. Subject to relief veterinarian availability, University shall provide up to 0.15 FTE Relief Veterinarians (the "UCD Relief Vets") to provide veterinary services and coverage for the UCD Vets while on vacation leave, sick leave or other PTO. The UCD Relief Vets will cover the regular duties of the UCD Vets as shown in section A.4, based on hours of coverage available, as well as the UCD Relief Vets skill set and facility priorities. References to the "UCD Vets" in this Exhibit shall include the UCD Relief Vets.
4. The UCD Vets shall provide all services currently defined as part of the shelter's veterinary services for shelter animals and serve as the Shelter Veterinarian at the Yolo County Sheriff's Department, Animal Services facility to provide consistent and quality veterinary care for the shelter population consisting primarily of dogs and cats. By way of example only, this includes all routine and customary veterinary services, such as performing examinations, directing diagnostics to be performed, prescribing treatment, and generally overseeing medical care of shelter animals as well as a limited amount of administrative duties. It also includes providing spay/neuter and other soft tissue surgeries for shelter animals and shelter medical care. Other examples of services to be provided include, without limitation:
 - Making recommendations about the appropriate temporary holding and medical care (including recommending utilizing experts in other species as needed) of other species such as exotic animals, wildlife and livestock;
 - Working with the UC Davis Shelter Medicine team and shelter personnel to maintain a preventative care program for the shelter;
 - Monitoring population health, investigate incidence of disease and design and implement procedures to reduce disease spread.

- Working with KSMP providing input into animal management decisions, oversee the animal medical records and recommend and oversee the purchase of medical supplies and equipment. Consult on cruelty investigations and other legal considerations as needed;
 - Working with the Veterinary Medical Teaching Hospital in providing medical opportunities for students and residents and maintain an open and positive relationship with the shelter and the UC Davis School of Veterinary Medicine. Attend shelter medicine rounds and participate in didactic and practice training of shelter staff and volunteers and veterinary students. Provide direct interaction of the medical staff at the shelter and appropriate feedback to shelter staff's direct supervisors in the event of any concerns. Work with and provide supervision of senior externs while at the shelter.
 - Develop or consult on written protocols relating to shelter animal health and well-being, including feeding, housing, cleaning, euthanasia, recognition and treatment of common medical conditions and wellness care. Maintain medical records and population health data. Participate in selection, training and supervision of medical program personnel. Participate in UC Davis Shelter Medicine Rounds and maintain open and positive relationship between the Shelter and the Veterinary Medical Teaching Hospital. Assist the shelter with providing instruction and supervision to shelter staff, volunteers and other elements working at the shelter. The "supervision" of shelter staff would only occur when shelter staff are performing duties/tasks that require (a) a veterinary license and (b) veterinary supervision. Assist the shelter with developing written training materials regarding shelter animal health care.
 - The UCD veterinary staff shall monitor and maintain current inventory levels of any and all veterinary medical supplies. Notification of low inventory shall be given to YCAS, via the Veterinary Medical Supply Inventory form, stating the product and quantity needed.
5. The UCD AHTs at the Yolo County Sheriff's Department, Animal Services facility will provide technical support for the UCD Vets. UCD AHTs will directly report to the UCD Vets. Shelter management and supervisors will bring any potential concerns regarding the UCD AHTs directly to the UCD Vets.
6. Anticipated UCD Vet and AHT (collectively referred to as the "UCD staff") job duties time allocation:
- 45% Spay/Neuter and Soft Tissue Surgery for Shelter Animals
Perform spay/neuter surgeries and other procedures on shelter animals, as indicated, taking into account the available resources at the shelter.
- 45% Shelter Medicine
Assess general population health, provide treatment for sick and injured shelter animals. Oversee maintenance of medical area and supplies.
- 10% Administrative

B. YCAS Responsibilities

1. County shall provide office space, office supplies, utilities, and any other office equipment required in the performance of UCD staff administrative duties, to the same degree provided its own employees.
2. County shall provide veterinary medical and surgical equipment and supplies, diagnostics, pharmacy supplies, and all other resources necessary for the UCD staff to provide such services.
3. County shall provide an appropriate work environment in compliance with national, state, local regulations and policies. Upon notice of violation, County shall investigate and resolve complaints pursuant to the County's Policies and Procedures except that any matters that may result in discipline of a University employee shall be referred to the University for consideration as soon as the involvement of a University employee becomes known to County. University shall have sole and absolute discretion and responsibility for all disciplinary decisions affecting its employees.
4. County shall contract independently, at its sole cost and expense, for coverage of after-hours and emergency care of shelter animals. University is not responsible for any fees or charges acquired at the after-hours/ emergency care facility.

C. Compensation

1. For the services described in Section A above, and subject to the condition that the services have been completed in a manner reasonably satisfactory (based upon a reasonable and good faith determination) to the County, County shall compensate University based on the University's costs for salary and benefits of the assigned employees, up to the maximum amount of:
 - a. July 1, 2021 – June 30, 2022 - \$483,884
 - b. July 1, 2022 – June 30, 2023 - \$493,743
2. County shall reimburse University for costs and expenses on a monthly basis, as follows:
 - a. Travel expenses for travel required by County that is outside of performing the contracted duties at the YCAS animal shelter.
 - b. Funding for all costs and expenses described above will be set at the level approved by each party for the term of this agreement, and may increase from time to time in amounts necessary to align reimbursement rates under this agreement with rates applicable to University reimbursements for similar costs and expenses incurred by its employees.
 - c. UCD shall provide YCAS with a staff monthly schedule, timesheets, and a daily work log for each employee (see Exhibit B). The Work Task column in the daily work log does not need to be fully detailed, but should give YCAS enough information on what tasks were done during that day. Work conducted should align with one or several of the scope of work categories. UCD staff should work with their supervisors if they are unsure of the scope of work category. Monthly backup to be reviewed and verified by the Patrol Captain, Director of Animal Services, and/or their designee.

Animal Shelter Daily Work Log

Staff Name:

Job Title:

Month:* March-20

* Put in the first date of the month to populate dates in the log below

Scope of Work	1	Spay/Neuter and Soft Tissue Surgery for Shelter Animals - Perform spay/neuter surgeries and other procedures on shelter animals, as indicated, taking into account the available resources at the shelter.
	2	Shelter Medicine - Assess general population health, provide treatment for sick and injured shelter animals. Oversee maintenance of medical area and supplies.
	3	Administrative

Date	# of Hours	Scope of work	Work Tasks
<i>example</i>			
3/9/2020	6	1,2	Performed three spay/neuter surgeries (5 hrs) and reviewed treatment plan for two shelter dogs (1hr)
3/16/2020	3	2,3	Conducted intake and administered vaccines (2 hrs). Shelter team meeting (1hr)
3/1/2020			
3/2/2020			
3/3/2020			
3/4/2020			
3/5/2020			
3/6/2020			
3/7/2020			
3/8/2020			
3/9/2020			
3/10/2020			
3/11/2020			
3/12/2020			
3/13/2020			
3/14/2020			
3/15/2020			
3/16/2020			
3/17/2020			
3/18/2020			
3/19/2020			
3/20/2020			
3/21/2020			
3/22/2020			
3/23/2020			
3/24/2020			
3/25/2020			
3/26/2020			
3/27/2020			
3/28/2020			
3/29/2020			
3/30/2020			
3/31/2020			

Supervisor Signature: _____

Date: _____

UC Davis Veterinary Services Agreement

ANALYSIS FOR THE YOLO ANIMAL SERVICES PLANNING AGENCY

DECEMBER 1, 2022

HISTORY

2004: In November 2004, Yolo County began contracting with UC Davis for a veterinarian to provide services at the animal shelter.

2020: Beginning in January 2020, Yolo County contracted with UC Davis to provide both a veterinarian and veterinary technicians. Registered Veterinary Technicians (RVTs) had previously been directly hired by the county. Three County RVT positions were funded in the FY 2020 budget. This fell to one position in FY 2021, and zero positions in FY 2022. All veterinarians and veterinary technicians currently working at the shelter are UC Davis staff.

Present: The current contract runs from July 1, 2021, through June 30, 2023.

Expenditures

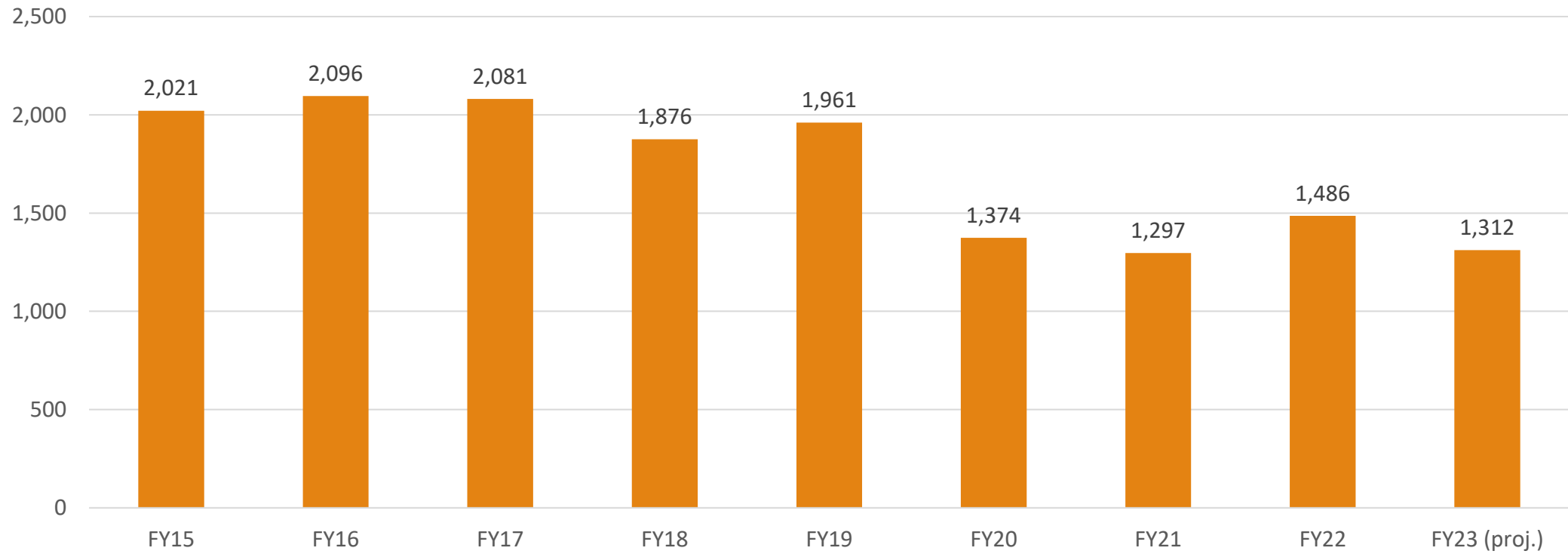
Fiscal Year	Contracted Amount	Billed Amount	Remainder
2020	\$321,630	\$298,897	\$22,733
2021	\$477,260	\$452,902	\$24,358
2022	\$483,884	\$379,928	\$103,956
2023 (<i>projected</i>)	\$493,743	\$356,898	\$136,845

Recorded Work Hours

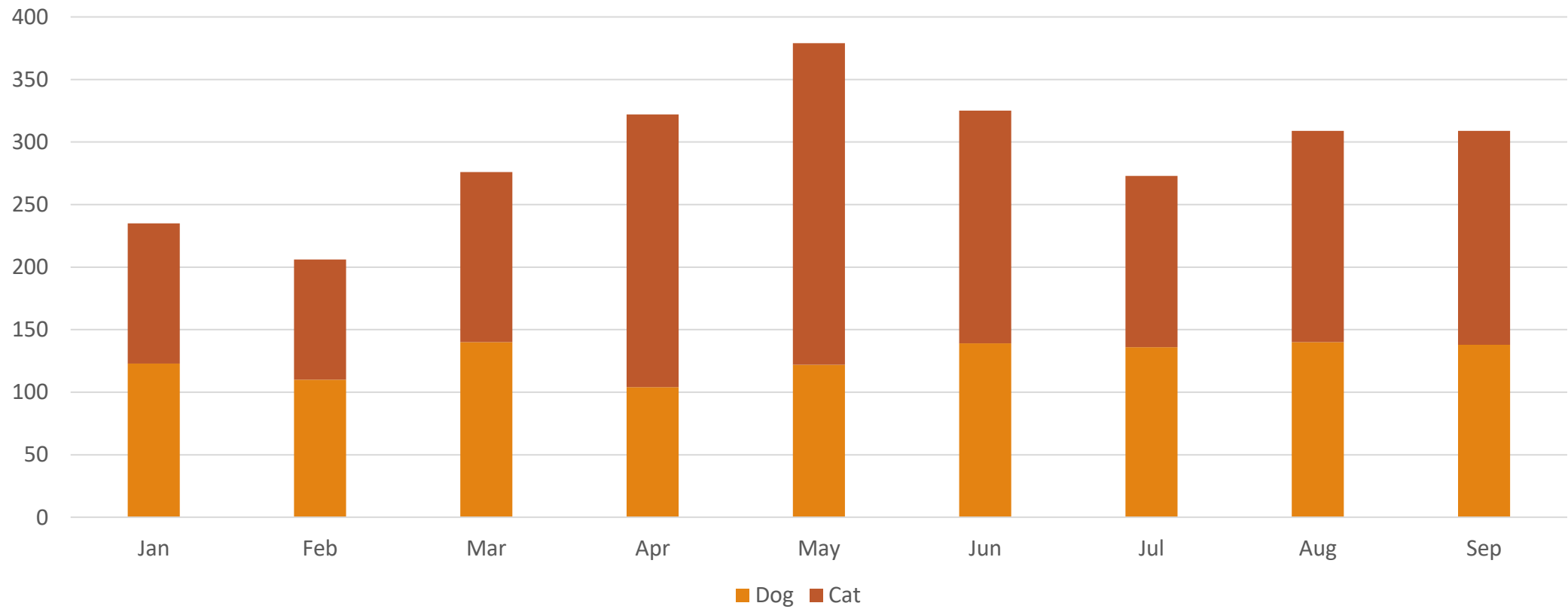
Fiscal Year	AHT Hours	Veterinarian Hours	Total Hours
2021	6,800	2,952	9,752
2022	6,101	2,241	8,342
Total Change	-699	-711	-1,410
% Change	11.45%	31.75%	16.90%

Shelter Surgeries Performed

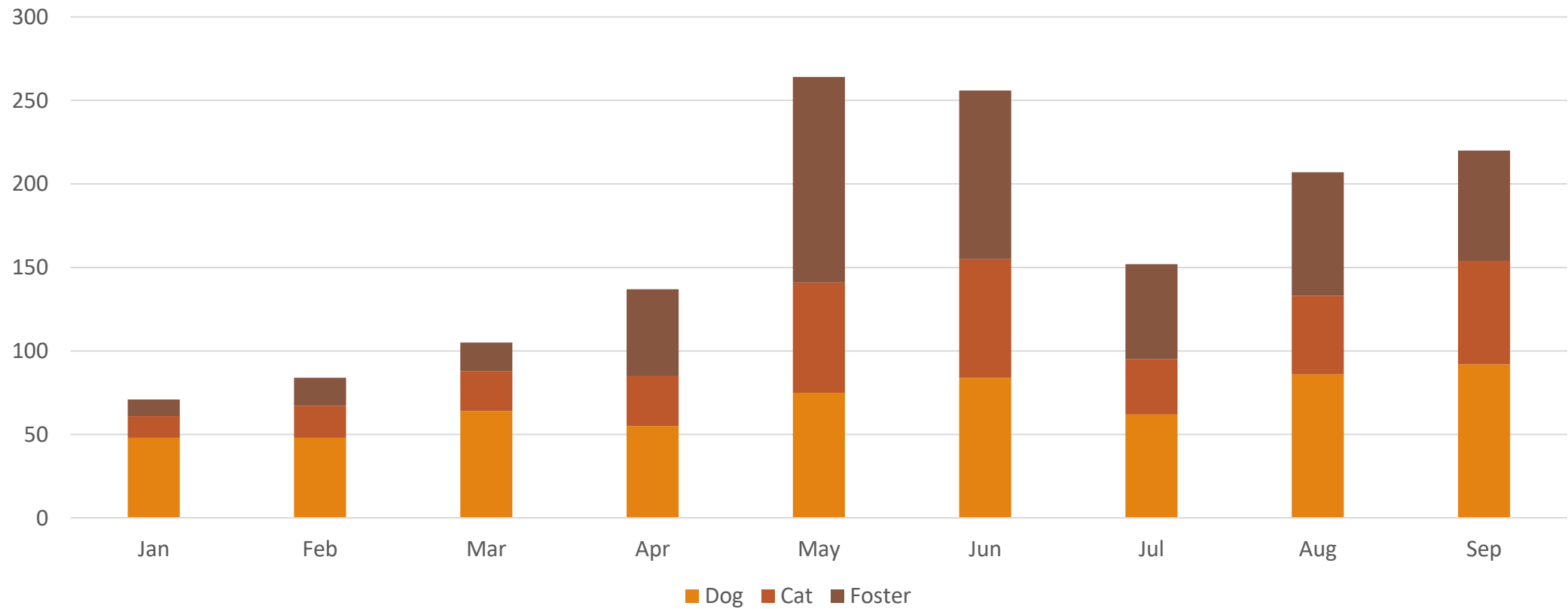
Total Annual



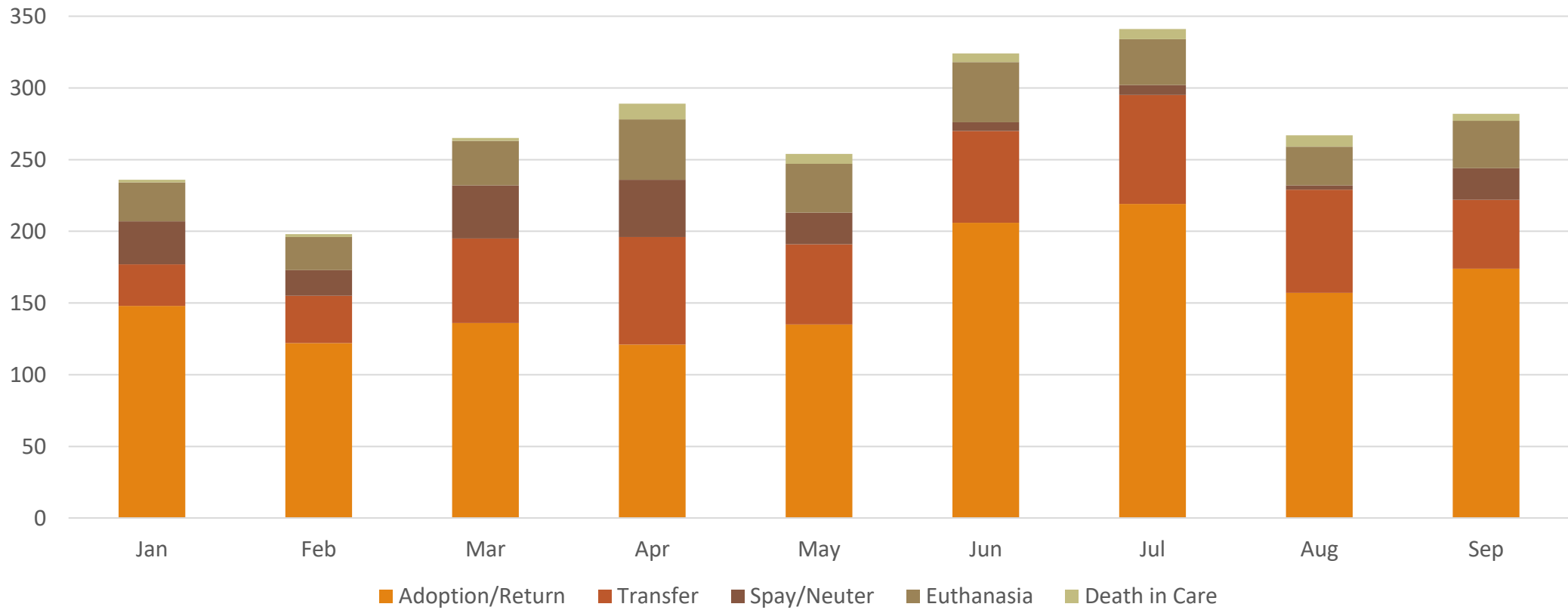
2022 Shelter Intake



2022 Shelter Population



2022 Animal Outcomes



Questions?

Meeting Date: 12/01/2022

SUBJECT

Action Item: Receive update on upcoming County actions reorganizing Animal Services, and approve a temporary pause of Yolo Animal Services Planning Agency JPA meetings until further notice. (Rowe)

Attachments

Att. A - Staff Report

Form Review

Form Started By: John Rowe
Final Approval Date: 11/28/2022

Started On: 11/28/2022 08:52 AM



COUNTY OF YOLO

YOLO ANIMAL SERVICES PLANNING AGENCY JPA

Gary Sandy, County Supervisor, District 3
Yolo Animal Services Planning Agency JPA Chair

John Rowe, Management Analyst
625 Court Street, Room 202, Woodland CA 95695
(530) 666-8150, Email: john.rowe@yolocounty.org

Date: December 1, 2022

To: Yolo Animal Services Planning Agency JPA (YASPA)

From: John Rowe, Management Analyst

Subject: Approve a temporary pause of YASPA Activities while Yolo County engages in a reorganization of Animal Services.

Background

In Yolo County, Animal Services are provided by the Yolo County Sheriff's Office. Services provided include typical shelter operations (adoptions, spay/neuter, sheltering of stray and/or abandoned animals, etc) and patrol operations (responding to calls regarding stray animals, animal abuse, barking or vicious dogs, wildlife intrusion, animal carcasses, etc). Services are provided to the unincorporated areas of Yolo County, and within the cities of Davis, West Sacramento, Winters, and Woodland, as well as the UC Davis campus. Provision of services to the cities and UC Davis are established under annual contracts signed between the County and the jurisdictions. Each jurisdiction is billed for services based on service usage versus revenue collected via licensing and other fees.

In February 2020, Yolo County entered into an agreement with the cities of Davis, Winters, and Woodland to form the Yolo Animal Services Planning Agency Joint Power Authority. The purpose of this body was to explore the creation of a permanent Joint Powers Authority (JPA) to operate Animal Services in Yolo County and to discuss the possibility of constructing a new shelter facility. The belief was that forming a JPA could provide cost savings in future years and that the current shelter facility, which was built in the 1970s, has not been adequately updated or maintained and is due for significant renovation or replacement. However, in March 2020, COVID restrictions went into place, which set back the Planning Agency as the County shifted its focus to emergency pandemic response. The Planning Agency never properly recovered and has not successfully reached any decisions on next steps for Animal Services governance or facility upgrades, and over the last few years, Animal Services has continued to face significant challenges. Despite the Sheriff's best efforts to address the issues, due to limited resources costs have continued to rise, the facility has continued to degrade, and staffing, especially of licensed veterinary staff, has been challenging.

Proposal

To rapidly address current issues with Animal Services, staff will be making two proposals to the Yolo County Board of Supervisors at the December 6, 2022 meeting. The first is that the Animal Services division of the Sheriff's Office be temporarily placed under the County Administrator's Office, with the intention of transitioning Animal Services permanently to a new lead department at a future date.

Moving Animal Services directly under the purview of the County Administrator will allow the Sheriff's office to retain focus on its law enforcement mission and will permit the County Administrator to take immediate action to address outstanding issues and challenges. The second proposal is to approve an Animal Services Board Ad Hoc Subcommittee. This Subcommittee would allow the Board of Supervisors to maintain oversight of the planning and transition process.

Staff Recommendation

Since the Yolo Animal Services Planning Agency JPA's (YASPA) mission is primarily involved with development of an Animal Services governance model and potential updates to the shelter facility, staff makes the following recommendation:

- 1.) Suspend YASPA activities until further notice; and
- 2.) Set a meeting in the first six months of Fiscal Year 2023-2024 to receive an update on the Animal Services reorganization.