



Oakland Animal Shelter Community Advisory Committee

Meeting Date and Time: *Wednesday, September 10, 2014, 4:30 pm*

Meeting Location: *Oakland Animal Services, 1101 29th Avenue, Oakland*

Meeting Attendance:

Present: *Amelia Funghi, Kate O'Connor, Ann Dunn, Willow Liroff, Jen Dalmasso, Evan Eustis*

Absent: *Allison Lindquist, Deirdre Strickland*

Staff: *Karen Boyd, City Administrator's Office; Elena Hocking, Oakland Animal Services*

Meeting Minutes

The fourth meeting of the Oakland Animal Shelter Community Advisory Committee (Committee) was held on Wednesday, September 10, 2014. The meeting was called to order by the Committee Chairperson Amelia Funghi.

1. Tour of Oakland Animal Shelter

Prior to the beginning of the formal public meeting, Animal Control Supervisor Elena Hocking led members of the Community Advisory Committee on a guided tour of the facility and answered questions about shelter operations. Members of the public attending the meeting also received a tour, guided by Dave Cronin, former OAS director.

2. Welcome & Introductions

Sgt. Evan Eustis of Contra Costa County Animal Services formally joined the Community Advisory Committee, filling the vacancy for a member with animal control expertise. During his introduction, Sgt. Eustis said he has been in at Contra Costa County Animal Services since 2005. He started his animal welfare career walking dogs at the East Bay SPCA and since then has worked at many animal shelters in the Bay Area, including the Peninsula Humane Society, the SPCA, Berkeley Animal Care Services, and Marin Humane.

3. Open Forum

There was a 20-minute open forum with eight public speakers.

4. Review and Approve Minutes

The minutes were modified to delete the Community Outreach subcommittee, which was mistakenly identified as a subcommittee formed by the Advisory Committee. Kate O'Connor moved to approve the minutes, seconded by Ann Dunn and unanimously approved with the above-mentioned modification.

5. Update on OAS Transition from OPD/Staff Recruitments and Hiring

Karen Boyd of the City Administrator's Office provided an update on the status of staff recruitments and hiring underway as well as information about the transition of OAS out of OPD>

- *OAS Director*: interviews are underway with a panel interview in two days and final interviews to be scheduled for the following week. The panel consists of City staff, experts in animal welfare and sheltering, and volunteers/community leaders. She anticipates that a successful candidate would begin in late October or early November.
- *Veterinarians*: OAS is budgeted for one (1) full-time position which is occupied by four (4) part-time vets. Three (3) of the vets are in place, and the fourth is undergoing a background check.
- *Vet Techs*: One (1) position is filled; one (1) in the process of being filled.
- *Animal Care Attendants*: There are 10 full-time positions which are currently filled by 18 part-time employees. Two (2) positions may open up if they are hired as ACOs.
- *Animal Control Officers*: Currently there are two (2) vacant positions, and three (3) are undergoing background checks.
- *Shelter Manager*: The City recently created a new classification, which is scheduled to be considered for approval by the Civil Service Board on September 18. City staff have begun recruitment process, which takes 4-6 months. Staff anticipates posting this job in mid-October, with an anticipated start in Spring 2015.
- *Rescue Coordinator*: This would be a new position for the City, and would require creation of a new job classification; research is underway to begin this lengthy process. Ms. Boyd stated that if Committee or community members knew of appropriate, similar job descriptions, staff would be open to input and suggestions.

A question was asked regarding who at OAS conducts temperament tests and whether there is an animal behaviorist on staff. An OAS staffer responded that certain ACOs conduct the testing, that there had been a standard test in place, but staff was also concerned about the process.

6. Subcommittee Reports

Euthanasia & Behavior Assessments

The subcommittee distributed a draft of a euthanasia policy based on the one currently in use by the City of Berkeley, which was created by the Animal Care Commission and has worked well there. The Advisory Committee reviewed the draft and made minor comments. The subcommittee offered to take further comment and edits via email and agreed to bring back a final draft to the next meeting.

Action Item (for Karen Boyd and City staff)

The Advisory Committee asked Ms. Boyd to provide the following data to the next meeting:

- Cats: Intake numbers, number of cats euthanized, reasons for euthanasia
- Dogs: Intake numbers, number of dogs euthanized, reasons for euthanasia
- Time period: May 1 - September 10, 2014 vs. May 1 - September 10, 2012

The Advisory Committee discussed the need for behavior assessment standards to establish a culture at OAS as customer-friendly, transparent and committed to animal welfare. These standards provide philosophical underpinnings guiding decisions made by the organization.

Due to a shortage of time, reports from the other subcommittees were postponed to the next meeting.

The Advisory Committee created two additional subcommittees:

- Animal Control (members: Jen Dalmasso and Evan Eustis)
- Volunteer Program/Community Outreach (members: Willow Liroff, Kate O'Connor, Amelia Funghi); the subcommittee members were going to reach out to Deirdre Strickland to determine her interest in joining this subcommittee.

7. Framework/Resolution for Permanent Advisory Body Subcommittee Update

The Advisory Committee reviewed the final version of the proposed resolution to create a permanent advisory body. Willow Liroff moved to approve the resolution, Evan Eustis seconded the motion, and it was unanimously approved.

Ms. Boyd stated that the proposed resolution would be reviewed by the City Administrator's Office and forwarded to the City Attorney for review and approval before being brought to the City Council for consideration.

8. Next Steps

The next meeting of the Community Advisory Committee is on Wednesday, October 1 from 4:30 to 6:30 pm in Oakland City Hall, 2nd floor, Hearing Room 3.

The meeting was adjourned at 7:15 pm.