

Yolo Animal Services Planning Agency

MEETING AGENDA

Thursday, May 26, 2022, 2:00 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/85100678146>

Meeting ID: 851 0067 8146
Passcode: 862660

Dial by your location
+1 669 900 6833 US (San Jose)
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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 3 minutes (subject to change).

1. Call to Order (Sandy)
2. **Action Item:** Consider approval of the agenda. (Sandy)
3. Receive and file March 24, 2022, meeting minutes (Sandy) (Attachment A)
4. **Action Item:** Authorize remote (teleconference/videoconference) meetings by finding, pursuant to Assembly Bill 361, 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. (Sandy) (Attachment B)
5. **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).

6. Conduct a strategic planning session and consider approval of vision, mission, and goals (Van Hoosear) (Attachment C)
7. Receive a staff presentation on next steps for the Yolo Animal Services Planning Agency JPA and provide direction to staff (Van Hoosear)
8. Adjournment (Sandy)

Next Meeting: June 30, 2022

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) 406-5776 or Joanne.VanHoosear@yolocounty.org or:

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

Meeting Date: 05/26/2022

SUBJECT

Receive and file March 24, 2022, meeting minutes (Sandy) (Attachment A)

Attachments

Att. A Meeting Minutes

Form Review

Form Started By: Joanne Van Hoosear

Started On: 05/23/2022 11:38 AM

Final Approval Date: 05/23/2022

Yolo Animal Services Planning Agency
Yolo County, California

March 24, 2022

MINUTES

The Yolo Animal Services Planning Agency met on the 24th day of March, 2022, via teleconference at 2:00 p.m. pursuant to Government Code section 54953(e)(1) (as amended by Assembly Bill 361), available at the following [link](#).

Present: Dan Carson, City of Davis*; Josh Chapman, City of Davis; Wade Cowan, City of Winters*; Mayra Vega (arrived late), City of Woodland*; Gary Sandy (arrived late), County of Yolo*; Jim Provenza, County of Yolo

Staff Present: Joanne VanHoosear, Management Analyst
Stephanie Amato, Animal Services Director
Philip Pogledich, County Counsel
Mark Bryan, Deputy County Administrator
Julie Dachtler, Senior Deputy Clerk

1. Call to Order (Sandy)
2. **Action Item:** Consider approval of the agenda. (Sandy)

Minute Order No. 22-07: Approved agenda as submitted.

MOTION BY: Carson SECONDED BY: Provenza

AYES: Carson, Cowan, Provenza

NOES: None.

ABSTAIN: None.

ABSENT: Vega, Sandy.

3. **Action Item:** Receive and file February 24, 2022, meeting minutes (Sandy) (Attachment A)

Minute Order No. 22-08: Received and filed the February 24, 2022 meeting minutes.

MOTION BY: Carson SECONDED BY: Cowan

AYES: Carson, Cowan, Provenza

NOES: None.

ABSTAIN: None.

ABSENT: Vega, Sandy.

4. **Action Item:** 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) (Attachment B)

Minute Order No. 22-09: Authorized 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.

MOTION BY: Cowan SECONDED BY: Carson

AYES: Carson, Cowan, Sandy, Vega.

NOES: None.

ABSTAIN: None.

ABSENT: None.

5. **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.

6. Conduct a strategic planning session and consider approval of vision, mission, and goals.

Eileen Samitz addressed the Board on this item.

Conducted a strategic planning session and considered approval of vision, mission, and goals.

7. Adjournment (Sandy)

Next Meeting: April 28, 2022

Meeting Date: 05/26/2022

SUBJECT

Action Item: Authorize remote (teleconference/videoconference) meetings by finding, pursuant to Assembly Bill 361, 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. (Sandy) (Attachment B)

Attachments

Att. B AB 361 Memo

Form Review

Form Started By: Joanne Van Hoosear
Final Approval Date: 05/23/2022

Started On: 05/23/2022 11:28 AM



COUNTY OF YOLO

Office of the County Administrator

Chad Rinde
Interim County Administrator

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

Date: May 23, 2022

To: Yolo Animal Services Planning Agency JPA

Fr: Joanne Van Hoosear, Management Analyst

Re: Authorize Continued Remote Meetings

Subject

Authorize remote (teleconference/videoconference) meetings by finding, pursuant to Assembly Bill 361, 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.

To date, the JPA has 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: 05/26/2022

SUBJECT

Conduct a strategic planning session and consider approval of vision, mission, and goals (Van Hoosear) (Attachment C)

Attachments

Att. C Presentation

Form Review

Form Started By: Joanne Van Hoosear
Final Approval Date: 05/23/2022

Started On: 05/23/2022 11:43 AM



Yolo Animal Services Planning Agency JPA

MAY 23, 2022

Current JPA Work Plan

- Establish baseline understanding of current state (October 2021 – February 2022):
 - Contract Cost Allocation Methodology (Dec. 2021)
 - Historical costs and service levels (Jan. - Feb. 2022)
- **Develop a Strategic Plan (Vision, Mission, Goals) (March 2022 – May 2022):**
 - What are our goals for supporting the people and animals of our community?
- Create a plan for moving forward (June 2022 – September 2022)
 - Estimated costs/cost savings of changing service levels
 - Estimated costs of shelter remodel/new shelter options

There will be planned check-ins with City Councils/Board of Supervisors at the end of each of these major phases.

Agenda

- Review and affirm Shared Vision statement developed at March 24, 2022 meeting
- Finalize Draft Mission Statement developed at March 24, 2022 meeting
- Discuss and Receive JPA Feedback on Goals
- Determine Next Steps

Definitions

- **Vision:** Where we would like to be in the next 3 to 5 years.
- **Mission:** Identifies the goals of our organization, what services we provide, and who we provide them to.
- **Goals:** Goals are pulled from the mission statement and establish qualitative targets that help us to achieve the mission and vision. Goals are further developed and supported by the addition of quantitative objectives, strategies, and tactics.

Vision Statement Developed 3/24/2022

The vision statement illustrates what the JPA intends to achieve in the next 3 to 5 years.

Animal services in Yolo County are an adequately funded and fiscally-sustainable community and public-private partnership that facilitates the best outcomes for animals and people.

Draft Mission Statement Developed

3/24/2022

The mission identifies the goals of our operations, what services we provide, and who we provide them to.

Building upon a foundation of community partnership, the mission of the Yolo County Animal Services Planning JPA is to create a fiscally sustainable governance structure for animal services in Yolo County that facilitates positive outcomes for animal and human health and well-being through education, outreach, and implementing best delivery systems and practices in animal control and sheltering, including an animal shelter that will facilitate these goals on a long-term basis.

Draft Mission Statement – Option 2

The mission identifies the goals of our operations, what services we provide, and who we provide them to.

Option 2

Building upon a foundation of community partnership, the mission of the Yolo County Animal Services Planning JPA is to create a fiscally sustainable governance structure for animal services in Yolo County that facilitates positive outcomes for animal and human health and well-being through education, outreach, and implementing best practices and efficient delivery systems for animal control and sheltering, including an animal shelter that will facilitate these goals on a long-term basis.

Developing Goals

The mission identifies the goals of our operations, what services we provide, and who we provide them to.

Building upon a foundation of community partnership, the mission of the Yolo County Animal Services Planning JPA is to create a **fiscally sustainable** governance structure for animal services in Yolo County that facilitates **positive outcomes for animal and human health and well-being** through **education, outreach, and implementing best delivery systems and practices** in animal control and sheltering, including an **animal shelter** that will facilitate these goals on a long-term basis.

Example Goals

The goals are pulled from the mission statement and establish qualitative targets that help us to achieve the mission and vision. Goals are further developed and supported by the addition of quantitative objectives, strategies, and tactics.

Example

- Animal and Human Health and Well-Being
- Fiscal Sustainability
- Education & Outreach
- Best Practices in Animal Control and Sheltering
- Plan for an animal shelter (new or renovated) that facilitates the JPA's vision and mission on a long-term basis.

Goal Setting Exercise

- Animal and Human Health and Well-Being
 - Fiscal Sustainability
 - Education & Outreach
 - Best Practices in Animal Control and Sheltering
 - Plan for an animal shelter (new or renovated) that facilitates the JPA's vision and mission on a long-term basis.
1. Will these goals enact the JPA's aspirations?
 2. Feedback on addition/deletion/formatting of goals

Next Steps

- Consider adopting Vision – Mission – Goals for the Yolo Animal Services Planning Agency JPA
- Provide direction to staff