

Yolo Animal Services Planning Agency  
Yolo County, California

August 14, 2024

MINUTES

The Yolo Animal Services Planning Agency met on the 14th day of August, 2024, in the County Administrator's Conference Room, 625 Court Street, Room 202, Woodland, CA 95695. [Here](#) is a link to the video.

Present: Donna Neville, City of Davis; Bill Biasi, City of Winters; Martha Guerrero, City of West Sacramento; Mary Vixie Sandy, County of Yolo

Absent: Mayra Vega, City of Woodland

Staff Present: Leslie Lindbo, Director of Community Services  
Phil Pogledich, County Counsel  
Stephanie Amato, Animal Services Director  
Patricia Valenzuela, Community Services Analyst  
Julie Dachtler, Clerk

1:00 P.M. CALL TO ORDER

1. Call to Order. (Chair)
2. Roll Call. (Clerk)

The Clerk conducted roll call noting that Member Vega was absent and Member Vixie Sandy arrived a few minutes late.

3. Consider approval of the agenda. (Chair)

Minute Order No. 24-12: Approved agenda as submitted.

MOTION BY: Neville / SECONDED BY: Guerrero

AYES: Biasi, Guerrero, Neville.

NOES: None.

ABSENT: Vega, Vixie 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).

Janice Rosenberg Stamm, Lisa Gaynes, Bob Schabert, Lea Rosenberg, Larissa Grayton, Eileen Samitz, Evelyn Dale, Gail Murtha and Susan Gelber addressed the Board during public comment.

## CONSENT AGENDA

Minute Order No. 24-13: Approved Consent Agenda Item No. 5.

MOTION BY: Vixie Sandy / SECONDED BY: Neville

AYES: Biasi, Guerrero, Neville, Vixie Sandy.

NOES: None.

ABSENT: Vega.

5. Approve the minutes of the April 10, 2024 and June 12, 2024 meeting.

Approved the minutes of April 10, 2024 and June 12, 2024 meetings on Consent.

## REGULAR AGENDA

6. Receive update from local community-based organizations.

There was no update.

7. Receive Animal Services update.

Lisa Gaynes addressed the Board on this item.

Received Animal Shelter update. Stephanie Amato reported:

- Veterinarian and RVT interviews are happening very soon.
- More offsite adoption events occurred at Berryessa Brewery and will occur at the Library in West Sac.
- Fundraiser being held at Chipotle in Davis
- Former Probation Building update - under contract and waiting on bonds.
- Getting caught up on spay/neuter with current shelter animals.
  
- The Animal Shelter Insulation and Roof Project is progressing well, with work divided into three key sections: the adoption area, the quarantine area, and the stray dog holding area.

### Current Progress

**Adoption Area:** The crew is in the final stages of completing the insulation and DensGlass board installation. This material is fire-rated, mold-resistant, and serves as a type of sheet rock, ensuring a safe and durable environment. Once this phase is complete, the team will move on to installing the Fiberglass Reinforced Plastic (FRP) wall board, which will finalize this area.

**Stray Dog Holding Area:** The crew will begin work on this section immediately after the adoption area is finalized.

**Quarantine Area:** Scheduled as the last section, work on this area will commence following the completion of the stray dog holding area.

**Roof Repair Overlay:** The roof repair overlay is also advancing as planned. This week, significant

progress was made with the completion of the curb and sheet metal installation. The curbs have been securely mounted to the roof and will be used to fasten the new HVAC units once they are ready for installation.

Project Timeline: The overall project, including both insulation and roof repair overlay, is on track for completion within the next 6 weeks.

8. Receive social media toolkit update.

Received social media toolkit update. Eunah, a volunteer with the Animal Shelter explained the primary functions of the toolkit: 1) one-stop shop, quick info guide for all the main services provided by the Animal Services Division and 2) access to assets, i.e. social media verbiage, optimized graphics for cities to use, imagery or photo repository of adoptable animals. Basically, it's disseminating information as easy as possible and providing valuable resources that help local governments better serve their communities. The ultimate goal is get cities on the same page about the county level of resources and to have a unified message when disseminating information to their own constituents. Ideally, leveraging their own communications team to distribute this information to their communities with support from us at the County level. Adoptions, Pet Licensing, Vaccine Clinics, lost pets/found pets, etc. will be listed here.

Chair Biasi requested a future agenda item to include a discussion on how to conduct outreach to their communities to find out what their cities' needs are in regard to animal services and to come up with some sort of plan.

## ADJOURNMENT

Next Meeting: October 16, 2024