

1. Call to Order

Health Department Director Francisco García, M.D. called the meeting to order at 5:32 pm.

• Attendance

Present:

Tamara Barrick
Dan Eckstrom
Barry Gillaspie
Christy Holliger
Pat Hubbard
Jose Ocano (Non-Voting)
Erin O'Donnell
Gail Smith
Andrew Squire

Absent:

Suzanne Droubie
Meredith Hay
Rhonda Pina

2. Pledge of Allegiance

Mr. Eckstrom led the Pledge of Allegiance.

3. Introduction of Committee Members

Dr. García spoke in appreciation of the out-going Advisory Committee and referred to the new Committee as a new set of eyes and opinions. Each member present briefly shared his or her background and vantage point on animal welfare.

4. A Decade of Progress - Transformation of Pima Animal Care Center Over the Past Decade

Committee member and PACC Operations Manager Jose Ocano went over a PowerPoint presentation, titled A Decade of Progress: Celebrating the Transformation of PACC. (Included in the record) The presentation detailed the step-by-step progress of PACC from a house and kill shelter with a peak intake of 28,000 animals and a live release rate of only 39 percent, through the strategic decisions, changes and positions hired that progressed PACC to an intake of 20,000; a live release rate of 90 percent; and a new facility on the way.

5. Establishing Committee By-Laws and Review Existing By-Laws

Dr. García provided the Committee with a copy of the outgoing Committee's by-laws and a staff draft example of potential new by-laws. The new Committee needs to craft new by-laws. The by-laws can

address such items as Committee officers, meeting schedules, calls to the audience. Dr. García suggested a group of four Committee members work with Health Department Deputy Director Marcy Flanagan to draft by-laws to be brought back to the Committee. In response to a question he also indicated the proposed by-laws will be reviewed by the County Attorney's Office. Mr. Gillaspie, Mr. Squire, Ms. Hubbard and Dr. Smith volunteered to work with Ms. Flanagan to draft the by-laws.

6. Discussion of Officers for the Committee

Dr. García said the Committee needs to decide what officers it needs and what length of terms the Committee wants for the officers. Committee members' lengths of terms also need to be selected.

7. Discussion of Committee Meeting Schedule

Dr. García talked about how the Committee could have a regular schedule with certain standing agenda items coming up on a defined schedule and other topical items coming up as they arise. There were some requests for regular statistical reports; discussion about getting the meetings back at the Animal Care Center after the construction is completed; and a suggestion to rotate the meetings into other venues / jurisdictions to reach out more to the community. Dr. García pointed out that meeting frequency, time of day and location is all up to the Committee and could be expressed in the new by-laws. Through general discussion and consensus it was established that the next Committee meeting will be on September 15th at 5:30 pm, at the Abrams building, in agreement, at least for now, with the third Thursday of each month schedule which had been in place.

8. Call to the Audience

There were two speakers from the audience, Marcie Velen and Jane Schwerin.

Ms. Velen from No Kill Pima County first welcomed the new Committee members. She said that being a no-kill shelter can be defined in many ways, but to her it is saving all the save-able animals. She said being no-kill is hard to fully achieve and hard to maintain. Ms. Velen also called for good data to know how the center is doing in relation to no-kill and where more effort needs to be placed. She predicted an influx once the new shelter opens, saying people will be more comfortable leaving animals, and called for staff to be proactive and prepare for this influx. She put in a word to keep the call to the audience as part of the meetings and said evenings are more convenient for the public to attend the Committee meetings.

Ms. Schwerin spoke about the tie-out laws. She referred to Pima County Code 6.04.130, which states in part, "An animal is deemed to be in distress and subject to removal and impoundment if it is on a tie-out." She also referred to Tucson City Code Section 4-11, which states in part, "An animal is deemed to be in distress if it is on a tie-out." She contended the law defines animals on tie-outs are in distress; this is law not opinion and there is no need for a behaviorist to be involved.

9. Summation of Action Items and Proposal of Future Agenda Items

Dr. García summarized the meeting.

Action items included:

- Mr. Schlueter will send out copies of the PowerPoint presentation to the Committee.
- The four Committee volunteers will work with Ms. Flanagan to craft by-laws. Mr. Schlueter will send the names and contact information to Ms. Flanagan. Draft by-laws will be brought back to the Committee.
- The Committee needs to decide on its officers.
- The next meeting will be September 15th.

10. Adjournment

The meeting adjourned at 7:01 pm.



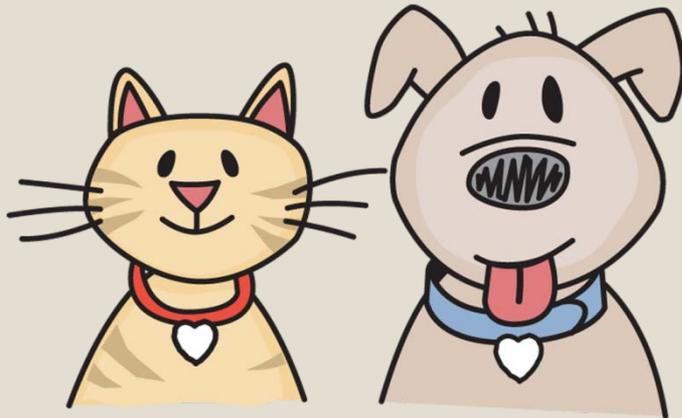
**PIMA COUNTY
PIMA COUNTY ANIMAL CARE ADVISORY COMMITTEE**

**August 25, 2016 – 5:30 P.M.
Herbert K. Abrams Public Health Center
3950 S. Country Club Road
Tucson, Arizona 85714
Room 1108
(520) 724-7859**

	Agenda Item	Type	Speaker
1.	Call to Order A. Roll Call B. Establish a Quorum	Action	García
2.	Pledge of Allegiance	Action	García
3.	Introduction of Committee Members	Discuss	García
4.	A Decade of Progress- Transformation of Pima Animal Care Center Over the Past Decade	Discuss	García
5.	Establishing Committee By-Laws and Review Existing By-Laws	Action	García
6.	Discussion of Officers for the Committee	Discuss	García
7.	Discussion of Committee Meeting Schedule	Discuss/ Action	García
8.	Call to Audience	Discuss/ Action	García
9.	Summation of Action Items and Proposal of Future Agenda Items	Discuss/ Action	García
10.	Adjournment	Discuss/ Action	García

**One or more members of the public body may participate by telephonic or video communications.
Should you require ADA accommodations, please contact the Pima County Health Department
five (5) days prior to the meeting at (520) 724-7729
A copy of the Agenda is available from the Pima County Health Department, 3950 S. Country Club Rd.,
Tucson, Arizona 85714 or at www.pimahealth.org**

A Decade of Progress: Celebrating the Transformation of PACC!



PACC Facts

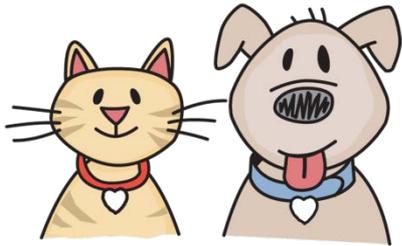


- Facility was built in 1969.
- Human population is 1 million.
- Pima County covers 9,400 square miles.
- Shelter has IGAs with five jurisdictions in the county.
- Departments include Shelter, Clinic, Licensing, Enforcement, Dispatch and Administration.
- Annual budget is \$8.9 million.
- 91 employees care for 20,000 animals a year.

PACC in 2007



- Intake: Approx. 22,000
 - HSSA was still an open-admission shelter
- Live Release Rate: 39%
- January 2007
- Pit Bull policy change



2008



- Intake: 27,000
 - Recession → Intake spike
- Live Release Rate: 44%
- Treatment technician position created
- The culture starts to shift...

2009



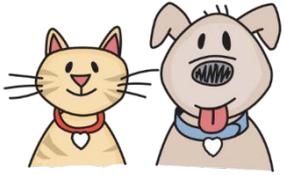
- Intake: 28,000
- Live Release Rate: 49%
- Animal Care Advocate
 - Initiated cultural shift
 - Instituted operational changes
 - Met with resistance
- Rescue Coordinator
 - Restructured and legitimized rescue program
 - Numbers grew from 500 to 2,000 in first year
- SNA Program
 - Placed trust in our community to rehabilitate these animals

2010



- Intake: 30,000
 - HSSA becomes more stringent on intake policies; we see spike
- Live Release Rate: 47%
- Inmate program
- Treatment of URI
- Start of assembling and maintaining the right team with the right mindset
- Launch of PACCC Pets Needs You Facebook Page





2011



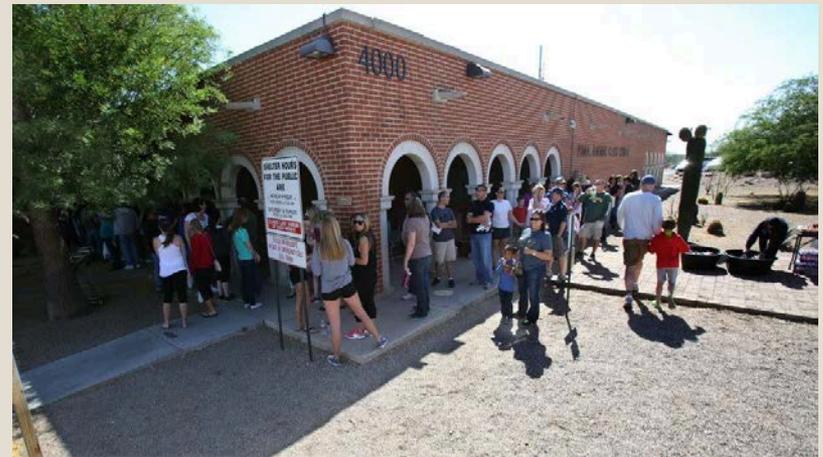
- Live Release Rate: 55%
- Intake: 28,000
- Sue Sternberg's Train to Adopt Program initiated



2012



- Live Release Rate: 64%
- Intake: 27,000
- Expanding good programs
- With the guidance of **PACCAC** we increased our rescue program's partnerships.
 - Not putting limitations on what animals rescues could take
- Holiday walks
 - **PACCAC** support brought hundreds of new supporters to PACC



2013



- Live Release Rate: 76%
- Intake: 24,000
- New positions:
 - Volunteer Coordinator
 - ✦ Restructured volunteer program
 - Adoption Coordinator
 - ✦ Restructured adoption program
 - ✦ Increased offsite adoptions
- Pima Paws for Life contract
 - Select URI dogs able to be treated offsite

2014



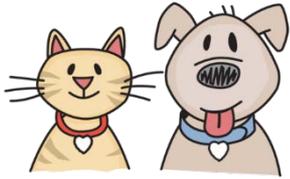
- Live Release Rate of 78%
- Intake: 23,600
- Tent constructed
- SOS Help Desk began with the help of NKPC.
- With the support and on the recommendation of **PACCAC** we hired
 - Six Animal Care Technicians
 - Shelter Manager
 - Shelter Veterinarian
 - Foster Coordinator
 - Development Director
 - Founded Non Profit Partner, Friends of PACC



2014, continued



- With the support/input of **PACCAC** we increased the funding of our community S/N to \$600,000
- Reservations
- Pre-alter model
- Owner euthanasia requests
- ASPCA Challenge
- Launched volunteer based Help Desk in partnership with NKPC
- FIV+ cats placed for adoption
- Community Cat Project with Best Friends and PetSmart Charities
- **PACCAC** leadership was involved in the funding and advocacy of Proposition 415!



2015



- Live Release Rate of 90%!
- Intake ~ 20,000
- Creation of the Volunteer run Decompression program
- Hired Cat Care Leads (2)
- Hired Help Desk Lead
- Expanded offsite adoptions to 4 PetSmart locations
- Hired on 2 additional veterinarians and support staff to handle higher level of care in shelter pets



2016



- Barn Cat Program
- Relaunch of Foster Care Program
- Reorganization of leadership to include 2 Division Managers
- Broke ground for new shelter!

Will Work for Food!



NATURAL PEST
CONTROL!

**Are you looking for a safe and eco-friendly way to control your pest problem?
We have cats who can help!**

The Future Looks Bright for PACC!



- Hold times changed for owned pets to 5 days
- On **PACCAC's** recommendation we hired New Enforcement manager/Relaunch of Enforcement Unit
- Launch of Pet Support Center to decrease intake
- Launch a behavior program to help save more lives
- Streamline process



**Thank you, PACCAC, for
your support!**

PIMA COUNTY HEALTH DEPARTMENT
PIMA ANIMAL CARE CENTER
BY-LAWS
of the
PIMA ANIMAL CARE CENTER ADVISORY COMMITTEE

ARTICLE I
Name and Principal Office

The name of this body shall be the Pima Animal Care Center Advisory Committee, hereafter referred to as the Committee. The principal office for the transaction of business for this Committee shall be in Pima County, Arizona.

ARTICLE II
Membership

1. Member. The membership of this Committee shall consist of a representative from the Southern Arizona Veterinary Medical Association, the Society for the Prevention of Cruelty to Animals, the Humane Society of Tucson, the Tucson Kennel Club, the Animal Welfare Coalition, a public educator, a member of the Pima County Board of Health, the Animal Defense League of Arizona, the Foundation for Animals in Risk, the People for Animals in Prevention of Cruelty and Neglect, a resident of Pima County, who needs and uses the assistance of a certified service dog, as representative of the disabled community, and the City of Tucson. Membership may also include representatives from other organizations and/or governments subsequently designated by the Pima County Board of Supervisors, hereafter referred to as the Board. The Manager of the Pima Animal Care Center (the Center) hereafter referred to as the Manager, shall serve as an ex-officio member.
2. Appointment. Appointment of the members shall be the responsibility of each organization and government represented on this Committee. Appointments shall be confirmed by the Board.
3. Term. The term of office of each member appointed shall be four (4) years. Terms shall begin on the first of July. Replacement members shall serve from the time of appointment until the completion of the term of the original member.

ARTICLE III
Duties and Responsibilities

1. Meetings. The regular meetings shall be held **from 5:30 PM to 7 PM** on the third Thursday of each month unless otherwise ordered by the Committee. The Chairman, the Manager or any two (2) Committee members may call a special meeting by notifying the Chairman in writing that a special meeting is necessary.

Notice to the Chairman shall include a statement of the purpose of the meeting. Upon receipt of the written request, the Chairman shall schedule a convenient meeting time on a

date not more than five (5) working days from the date of the receipt of the request. All members shall be notified in writing as to the date, time and purpose of the meeting.

If a quorum for a special meeting cannot be obtained, the subject for a special meeting may be placed on the agenda of the next regular Committee meeting. The agenda shall be delivered or sent to the Committee members no later than three (3) days prior to a regular meeting.

2. Parliamentary Authority. All meetings shall comply with the Arizona State Open Meeting Law, follow a prepared agenda and be governed by the current Robert's Rules of Order in all cases to which they are applicable, and in which they are consistent with these By-Laws and any special rules adopted by the Pima County Board of Supervisors-or the Committee.
3. Quorum. Excluding the Manager, at least five (5) members of the Committee, at any properly called meeting, regular or special, to include attendance via conference telecommunication, shall constitute a quorum. Reports and other documentation emanating from the Committee shall be adopted by majority vote of the Committee. At the Sub-Committee level, three members of the Committee will constitute a quorum.
4. Committee Attendance. The Committee may for good cause grant leaves of absence to its members. Whenever a member of the Committee has failed to attend four (4) consecutive regular meetings for any reason, or who for any reason fails to attend at least sixty percent (60%) of the meetings called in a calendar year, without leave of absence granted by the Committee, the Committee shall provide written notification to the Board and the represented organization, requesting that the representative be replaced.
5. Officers A Chairman and a Vice-Chairman shall be elected by the membership of the Committee for a term of two (2) years. Election of officers shall take place every other year at the regular meeting in July. A member holding the office of Chairman or Vice-Chairman may not succeed himself or herself in that office. Members shall be allowed to cast absentee ballots for the offices of Chairman and Vice Chairman. The Manager shall act as Secretary to the Committee, but shall not have a vote in matters of the Committee, including the election of officers.
6. Responsibilities of each member shall be to:
 - A. Attend all meetings;
 - B. inform the individual organizations and governments of formal actions taken by the Committee; and
 - C. represent the individual organizations, government and the interest of the general public in the performance of their duties.

ARTICLE IV
Functions of the Committee

1. Serve in an advisory capacity to the Board, and to the Manager of the Pima Animal Care Center; and
2. Review and evaluate the operations of the Center to make recommendations in writing to the Board for the formulation of guidelines to assure that:
 - A. The Center's operations are conducted in the best interest of the public health and safety; and
 - B. the Center keeps pace with the most modern practices and procedures of animal care and welfare; and
3. Review complaints from the public concerning policies of the Center and make recommendations for resolution to the proper authority.

ARTICLE V
Officers' Duties

1. Chairman. The Chairman shall preside at all meetings of the Committee. The Chairman shall perform other duties, and have other powers as may be assigned to the Chairman by the Committee.
2. Vice-Chairman. In the absence of the Chairman, the Vice-Chairman shall preside. The Vice-Chairman shall have powers and perform duties as may be assigned by the Committee, and as may be delegated by the Chairman. The Vice-Chairman shall possess the power, and may perform the duties of the Chairman in his or her absence or disability, unless otherwise prescribed by the Committee.
3. Secretary. The Manager shall serve as Secretary of the Committee, without a vote, as an ex-officio member of the Committee. The Secretary shall keep a record in due form of the proceedings of all meetings of the Committee. The Secretary shall attend to the giving and serving of all notices by the Committee; perform the duties usually appropriate to the office of Secretary, and have other duties and powers as may be assigned by the Committee.
4. Term of Office. All officers shall be elected for a term of two (2) year. A member holding any elected office may not succeed himself or herself in office for two consecutive terms.

ARTICLE VI
Subcommittees

1. Subcommittees. The Chairman of the Committee may appoint standing subcommittees or ad hoc subcommittees, as deemed necessary, to complete projects as initiated by the Committee. These Subcommittees shall perform all of the necessary acts as charged by the Committee, and be responsible to the Chairman as well as the Committee. The Chairman or his or her designee shall be an ex-officio member of all Subcommittees.
2. Membership and Quorum. Subcommittees must be comprised of from 2-4 regular committee members as assigned by the Chairman of the Committee. A subcommittee quorum is 2 subcommittee members.
3. Standing Subcommittees. The Chairman of the Committee may appoint standing subcommittees or ad hoc subcommittees, as deemed necessary, to complete projects as initiated by the Committee. These Subcommittees shall perform all of the necessary acts as charged by the Committee, and be responsible to the Chairman as well as the Committee. The Chairman or his or her designee shall be an ex-officio member of all Subcommittees.

ARTICLE VII
Conflict of Interest

Any member of the Committee who has, or whose relative (as defined by A.R.S. §38 -502, subparagraph 9) has, or who is employed by or associated with a firm or company which has a substantial financial interest in any decision of the Committee, shall make known such interest so that it is recorded in the minutes of the Committee, and shall refrain from participating in any manner in such decision. All members of the Committee shall comply with the provisions of A.R.S. §301, et. seq.

With the exception of an award or agreement after competitive bidding, the Center shall not enter into any agreement with a member of the Committee, or a relative of a member of the Committee, or a firm or company, which employs or is associated with a member of the Committee, to provide equipment, materials, supplies or services to the Center.

ARTICLE VIII
Amendments

By-laws may be adopted, repealed or amended by a quorum of the Committee, at a regular or special meeting provided written notice is given of the proposed changes at least five (5) days prior to the meeting.



A Healthy Pima County
Every **one**. Every **where**. Every **day**.

3950 S. Country Club Rd. Suite 200
Tucson, AZ 85714
520-243-7770
www.pima.gov/health

**Pima Animal Care Advisory Committee
BYLAWS**

ARTICLE I-NAME

The name of this Committee shall be the Pima County Animal Care Advisory Committee (PACCAC), as created by the Pima County Board of Supervisors, hereinafter referred to as "the Committee".

ARTICLE II-PURPOSE

The purpose of this Advisory Committee, pursuant to Pima County Code Title 6 Chapter X.XX, is to make recommendations to the Board of Supervisors and staff to help make the Pima County Animal Care Center a facility that continues to benefit the welfare of all animals that pass through its doors. The goal of the Committee shall be realized with several objectives:

- A. Act in an advisory capacity to the Pima County Board of Supervisors in the review and development of animal ordinances and any other issues requested by the Board of Supervisors;
- B. Study and make recommendations regarding the acquisition and provision of services and facilities for the care and control of animals by the County;
- C. Study and make recommendations regarding cooperation between the County, other government entities, veterinarians, professional animal handlers, animal owners, community safety groups, and humane groups in the care and control of animals;
- D. Study and make recommendations regarding the County's animal population, prepare and maintain data and reports relative to animal care and control in the County;
- E. Study and provide research, guidance, advice, sponsor reports and contribute information relevant to PACC program development, policies, and procedures;
- F. Serve as liaisons to the community, increasing support and awareness of Pima County Animal Care Center;
- G. Perform such additional duties involving care and control of animals as may be delegated by the Board of Supervisors.

ARTICLE III- MEMBERSHIP

- A. Membership of this Committee shall consist of twelve (12) members (11 voting, 1 non-voting).

VACANCIES: REMOVAL AND APPOINTMENTS:

1. All members serve at the pleasure of the Pima County Board of Supervisors. Members may be dismissed for any reason without cause.
2. Absence from three (3) consecutive regular meetings without formal consent from the chairperson of the Committee shall be grounds for the Board of Supervisors, at its discretion, to remove said member and appoint a replacement.
3. Any member may resign his/her appointment by submitting a letter of resignation to the Pima County Board of Supervisors or Health Department Director and sending a copy to the Chairperson of PACCAC. It is the responsibility of the Board of Supervisors to insure an appointment is made within forty-five (45) days of this notification.
4. The terms of office of the members of the Committee shall be for three years. All members in good standing shall be eligible for appointment to successive terms, not to serve more than nine (9) consecutive years.
5. All Advisory Committee members shall observe the standards of ethical conduct outlined in the Arizona Open Meeting Law, and shall refrain from voting on any item which presents a conflict of interest.

ARTICLE IV: ORGANIZATION

A. OFFICERS

1. The Committee shall elect a Chair and Vice Chair, and shall be selected to serve a one (1) year term. Annual elections for these two positions will be held at the first regular scheduled meeting in July. Officers shall perform the duties prescribed by these bylaws.
2. Vacancies for these positions shall be filled by a majority vote of the Committee at which a quorum is present.
3. A representative from Pima County Health Department will serve as an ex-officio Secretary.

B. DUTIES

1. Chair
 - a. The Chair shall preside at all meetings of the Committee, call special meetings, draft and send correspondence and otherwise perform all duties incident to the office of the Chair and all other duties which may be prescribed by the Board.
 - b. It is the Chair's responsibility to ensure compliance with the by-laws.

- c. The Chair will assure proper order of the Committee and the public in all proceedings.
- d. The Chair will coordinate the agenda with staff.
- e. The Chair will represent the Committee before legislative and administrative bodies.

2. Vice Chair

- a. The Vice Chair shall perform the duties in the absence of the Chair. In the case where the Chair becomes ineligible to serve or otherwise vacates the Office, the Vice Chair shall, upon the date of ineligibility or vacation, assume the position and responsibilities of Chair for the remaining elected term, and in such case a new Vice Chair shall be immediately nominated and elected.
- b. The Vice Chair shall provide orientation to new Committee members.

3. Ex Officio Secretary

- a. The Pima County Health Department Director or Designee shall function in this capacity.
- b. The Ex Officio Secretary shall be responsible to see that each meeting has been legally noticed and posted pursuant to the Arizona Open Meeting Law.

C. QUORUM

A majority of the Committee shall constitute a quorum to hold a meeting or take any action, including election of officers.

D. VOTING RIGHTS

- a. Each voting member shall be entitled to one (1) vote and shall cast that vote on each item submitted. Proxy votes and absentee ballots shall not be permitted. Members shall only abstain from a vote when there is a valid conflict of interest addressed to the Committee.
- b. Committee members shall avoid conflicts of interest while serving on the Committee. Conflicts of Interest shall include:
 - i. **Actual Conflict of Interest:** Committee members shall comply with federal, state, and county regulations related to Conflict of Interest. No Committee member shall participate in, take action, cast a vote, or lobby any other Committee member in relation to any project or proposal before the Committee that relates to business that the Committee member has vested interest in.