



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

October 13, 2016 – 4:00 P.M.
Herbert K. Abrams Public Health Center
3950 S. Country Club Road
Tucson, Arizona 85714
Room 1108
(520) 724-7729

	Agenda Item	Type
1.	Call to Order A. Roll Call B. Pledge of Allegiance	Action
2.	Adoption of September 15, 2016 Meeting Minutes (All Members)	Discuss/ Action
3.	Call to Audience	Public Call
4.	Announcements A. Chair (Gillaspie) B. Committee C. Management Report (García/Gallick) i. Pet Support Center Overview ii. PACC Building Update iii. Dashboard Review (see New Business Item 6.A) D. Volunteer Representative (Holliger) i. PACC Staffing and Impact on Volunteer Workforce ii. Adoption Practices – Challenges and Development	Discuss/ Action
5.	Old Business A. By-Laws Review and Ratification (All Members)	Discuss/ Action
6.	New Business A. Proposed PACC Operational Dashboard Elements (All Members) i. Best Practices from Other Animal Welfare Entities ii. Shelter Animals Count – Basic Data Matrix iii. Enforcement Action Summaries B. Enforcement Program Assessment and Overview (Ricci)	Discuss/ Action
7.	Future Agenda Items (All Members)	Discuss/ Action
8.	Call to Audience	Public Call
9.	Adjournment	Action

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

Pima County Animal Care Advisory Committee
Minutes
September 15, 2016
3950 S. Country Club Road
Tucson, Arizona 85714

Draft

1. Call to Order

Health Department Director Francisco García, M.D. called the meeting to order at 5:31 pm.

Attendance

Present:

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

Absent:

None

2. Pledge of Allegiance

Mr. Gillaspie led the Pledge of Allegiance.

3. Establishing Committee By-Laws

Copies of the latest by-laws were passed out (included in the record). Mr. Gillaspie touched on some of the proposed details and various particulars were discussed. One item discussed was the possibility of limiting the length of service on the Committee to 12 years and various methodologies to accomplish such. Dr. García did not feel it was fair to call for a vote on the by-laws since the membership had not had sufficient time to go over the document, so he deferred the vote until the next meeting.

4. Selection of Officers for the Committee

Mr. Gillaspie volunteered to be the Chair and Ms. Hubbard volunteered to be Vice-Chair. No others expressed interest in being Committee officers. The motion was made and seconded (Eckstrom/Squire) that the Committee elect Mr. Gillaspie as Chair and Ms. Hubbard as Vice Chair. The motion carried unanimously.

5. Random Selection of Committee Terms as Directed by Pima County Code 6.04.100

The related portion of code was read and random terms selected.

Board of Supervisors appointee terms: Kristin Almquist, two years; Suzanne Droubie, four years; Dan Eckstrom, two years; Pat Hubbard, four years; and Rhonda Pina, four years.

Community Organization and Partners terms: Tamara Barrick, two years; Christy Holliger, two years; Erin O'Donnell, four years; Gail Smith, four years; and Andrew Squire, two years.

6. Discussion of Committee Meeting Schedule

This discussion began as part of the by-laws discussion. Through general discussion it was agreed the Committee will meet on the second Thursday of the month, from 4:00 pm to 6:00 pm, with the next meeting being on October 13th.

7. Pima Animal Care Center Groundbreaking Event

Dr. García invited the Committee to the new Pima Animal Care Center (PACC) groundbreaking ceremony on October 4th at 10:00 am.

8. Call to the Audience

There were three speakers from the audience, Jo Wishnie, Nancy Emptage and Jane Schwerin.

Ms. Wishnie said she is a volunteer adoption coordinator at PACC volunteering about 47 hours a month. She referred to Mr. Ocano's PowerPoint presentation from the last two meetings and said the presentation doesn't mean operational problems are all solved and only strategic planning is needed. She expressed that a number of PACC accomplishments were at the direction or urging of the Committee and she hopes that continues. Although PACC has made numerous improvements of the last decade the need for operational improvements still exists. She related that adoption coordinators, after spending sufficient time with prospective adopters, are often thwarted by staff when the coordinators determine an individual is not an appropriate adopter. She expressed that adoption counselors are often met with derision and condescension by staff and are often overruled in the presence of the public. They are told they are too emotional; they hate people; and no one is good enough to them. However, Ms. Wishnie asserted these claims are not true. She said PACC has a responsibility to the animals and adoption is a privilege not a right. She concluded by inviting Committee members to spend a day or half a day at PACC to experience what is going on there.

Ms. Emptage is an animal advocate and former Committee member of 22 years. She recommended Committee members do a ride along with a field officer to observe procedures and public interactions, as well as spend time in shelter. She said we've come a long way, but still need more improvements. She contended that some people are getting animals when they cannot afford to feed them or provide veterinary care and then call animal welfare entities asking for help. She continued that this is an issue for the Committee to work on.

Ms. Schwerin is the president of People for Animals in the Prevention of Cruelty and Neglect and a former member of the Committee. She said she agreed with the first to public speakers and that there are many things still not good for animals at PACC. She referred to the monthly ten reports on enforcement actions and the monthly dangerous animal reports the former Committee used to get and said she wished the new Committee would involve itself in these reports. The reports go over what actions were taken such as whether a dog was declared dangerous and spayed or neutered as required by the law.

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

Discussion started on agenda items. Dr. García suggested Health Department leadership, Mr. Ocano and Committee officers could collectively work out the agenda. Mr. Gillaspie said he also wanted there to be opportunity to suggest agenda items at the meetings. Additionally a list of suggested items could be maintained so that topics don't get forgotten about. Also any member can propose agenda items through the Chair and Vice Chair.

Dr. Smith suggested a manager's report as a routine agenda item. Dr. García said it will need to be defined what the manager's report is comprised of, such as a list of dashboard indicators. Dr. Smith also suggested there be presentations from various PACC units, one per meeting. Dr. García said this could be part of the manager's report. The motion was made and seconded (Squire/Smith) that the manager's report dashboard be an agenda topic for the next meeting. The motion carried unanimously.

Ms. Hubbard recommended Enforcement Manager Adam Ricci come to the next meeting to give an update on enforcement. She made her request a motion, which was seconded by Ms. Barrick. The motion carried unanimously.

Mr. Gillaspie added he would like to see PACC's budget and have an orientation to standardized statistics.

Dr. García summarized the meeting. Items included:

- Committee members received copies of the draft agenda which is to be on the next agenda
- Committee officers were selected and will begin to function in their capacities
- Individual terms of service were selected
- The next meeting date was established
- The Committee was invited to the PACC groundbreaking.

Addendum Items:

1. Introduction of Committee members not introduced at the last meeting

Three Committee members (one new and two who did not make the last meeting) introduced themselves to the Committee and touched on their backgrounds as related to animal welfare. Dr. García also had the other Committee members re-introduce themselves for the benefit of the new attendees.

2. Adoption of August 25, 2016 Meeting Minutes

The motion was made and seconded (Hubbard/Smith) that the August 25, 2016 meeting minutes be adopted as written. The motion carried unanimously.

10. Adjournment

The meeting adjourned at 6:37 pm.

October 2016

Enforcement Review



PIMA COUNTY
HEALTH DEPARTMENT

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

Employee Breakdown

- Chain of Command
 - Enforcement Operations Manager (1)
 - Field Supervisors (2)
 - One new position currently advertised
 - Field Investigators (3)
 - Animal Care Officers (19)
 - 2 overnight
 - 1 administrative (barking dog and animal waste)
 - 1 officer in training
 - 2 currently offered positions
 - 1 current vacancy

5 – 6 personnel scheduled in the field for each of the three (3) primary shifts

Changes in Personnel

(since July)

- One Officer resigned from their position
- One Officer accepted another position within PACC
- One Officer reassigned within the Health Department

September 2016 Review

- A total of 2,370 Calls were received
 - Marana – 35
 - Oro Valley – 16
 - Pima – 829
 - Sahuarita – 15
 - South Tucson – 49
 - Tucson – 1,426 (60.1%)

Prior 6 Month Activity

Month :	Total Calls:	Mar:	Oro:	Pima:	Sah:	S Tuc:	Tuc:
Aug 16	1,918	38	12	636	26	42	1,164
July 16	2,085	34	24	723	16	25	1,263
Jun 16	2,430	45	35	831	30	37	1,452
May 16	2,315	34	38	822	33	32	1,356
Apr 16	2,152	53	24	713	27	33	1,302
Mar 16	1,761	80	52	621	24	28	956
Average:	2,110	47	31	724	26	33	1,249

Call Response

- Calls Pending (backlog)
 - Starting in May the call volume was 900+
 - July 1st total was 395
 - August 1st total was 273
 - September 1st total was 295
 - October 10th total was 360

Call Response

- Average total sequences completed by officers: 90
 - Excluding midnight shift officers and supervisors
 - Officers and Dispatchers handled 2,373 sequences
 - Unassigned: 455 (19%)
- Stray Roams: 272 (11.4%) calls closed out due to the time from the reported incident and no further complaints received
- DOAs: 255 (10.7%) calls were received for dead animals

Monthly Citations

	Total	PIMA	SAH	STUC	TUC
Total	151	39	3	9	100
CRUELTY/NEGLECT	15	0	0	1	14
LEASH LAW	43	19	1	5	18
LICENSE	54	14	1	1	38
OTHER	3	3	0	0	0
VACINATION	18	0	0	1	17
VICIOUS	18	3	1	1	13

No citations were issued
Marana and Oro Valley

Reported Bites

- September 2016:
 - Cat – 42
 - Dog – 172
 - Total – 225
 - **9.5% of total calls**

Dangerous Dogs

- A total of 11 dogs were assessed
 - 3 were deemed automatically dangerous
 - 3 were deemed dangerous after assessment
 - 3 were deemed to not be dangerous
 - 2 assessments still being conducted

Community Engagement



Community Events

- Officer Andrew Vargas, Mesquite Classroom presentation (July)
- Officers Shane Elliot, Daniel Robledo and Investigator Tiffany Foster, National Night Out (August)
- Officers Adam Kirby, Andrew Vargas and Investigator Xochitl Delgadillo, SAHBA Home Show (September/October)

Updated Brochures



Licensing and Rabies Vaccination

Every dog older than three months is required to be licensed. If your dog becomes lost, the license will help us reunite the two of you.

It also protects the community, since licensing requires proof of a current rabies vaccination.

Hours of Operation:
Monday - Friday, noon - 7 p.m.
Saturday, 10 a.m. to 5 p.m.
Sunday, 10 a.m. to 5 p.m.

4000 N. Silverbell Road, Tucson, AZ 85745
(520) 724-5900
www.pima.gov/animalcare

**PROTECTING THE PUBLIC
PROTECTING PETS**

Welcome to Pima Animal Care Center

PIMA COUNTY
PIMA ANIMAL CARE CENTER

Pima County Board of Supervisors
Sharon Bronson, Chair, District 3
Ally Miller, District 1
Ramón Valadez, District 2
Raymond J. Carroll, District 4
Richard Elías, District 5

County Administrator
Chuck Huckelberry

PIMA COUNTY
PIMA ANIMAL CARE CENTER



Protecting Our Community's Pets

Our enforcement unit administers animal welfare codes and ordinances throughout Pima County and in our neighboring cities and towns.

The unit responds to more than 30,000 calls every year, from leash law violations to stray dog reports and cruelty cases.

Although some situations clearly warrant citations or even criminal prosecution, in other cases, we stand ready to help people who just need education about how to be responsible pet owners.

Some important elements of the code

- Dogs older than three months of age must be licensed.
- Dogs must be leashed, but not tied out.
- Pets must be provided proper food, water, shelter, medical care, exercise space, and ventilation.



Safeguarding Public Health

Thousands of County residents are bitten or attacked by dogs every year.

Such attacks can take a physical and emotional toll, and have financial impacts, from lost wages to absenteeism and medical costs.

As a division of the Pima County Health Department, reports of aggressive pets and bites are a top priority for our officers.

Our trained investigators will determine whether any statutes have been violated and make sure the biting pet is properly secured as prescribed by law.



Current Animal Law Pamphlet

Prohibited:

- Chaining or tying your dog. The safest alternative to a chain or tie-out is a securely fenced yard.
- Abandonment of domestic animals. If you find that you can no longer care for a pet, please take it to a local shelter.
- Dogs on school grounds.
- Pets in hot vehicles. Animals must have adequate ventilation and be protected from temperature extremes at all times.

This brochure does not cover all of the laws.
For more information visit:

Arizona Revised Statutes, Title 11
www.azleg.state.az.us

Pima County Code, Ch. 6
www.pima.gov

Tucson City Code, Ch. 4
www.ci.tucson.az.us

To report an animal bite, stray dog
or for more information:

Pima Animal Care Center
4000 N. Silverbell Rd.
Tucson, AZ 85746
520-724-5900

PIMA.GOV/ANIMALCARE

The Basics

Rabies Vaccination

Any dog three (3) months or older *must* be vaccinated against rabies by a licensed veterinarian. This protects your dog and the public from the spread of rabies. Although not a law, it is recommended to have your cat vaccinated against rabies also.

Dog License

Any dog three months or older *must* have a current Pima County license. The license *must* be affixed to a collar and should be worn at all times.

Leash Law

Your dog *must* be kept confined to your home or property, either inside the home or within an enclosed yard or area on your property. When you take your dog outside of its confined area, it *must* be restrained on a leash no longer than 6 feet in length.

Animal Bites

All animal bites *must* be reported to Pima Animal Care. All biting animals *must* be quarantined.

Cruelty

It is illegal to inflict unnecessary cruelty on an animal.

Tucson and Pima County Animal Laws



Information from the
Arizona Revised Statutes,
Tucson City Code and
Pima County Code

Waste

You *must* pick up after your dog immediately while on public property. On private property all animal waste *must* be cleaned up within 24 hours in the city and 72 hours in the county.

Noise

It is illegal to permit an animal to howl, bark, meow or make other sound frequently or for continuous duration.

Welfare

You must provide:

- access to clean water in a clean container at all times. The container *must* be kept in the shade and be stable enough not to tip over.
- a fresh supply of food for your pet daily. The food *must* be nutritious and be free of dirt and insects.
- access to clean shelter with a top, a bottom and sides to protect from heat, cold and rain. The shelter *must* be large enough for the animal to enter, stand, turn around and lie down.
- shade for the animal during daylight hours and in all seasons.
- medical care to your pet for parasites, diseases and injuries to keep your pet healthy and to prevent it from suffering.



Tucson and Pima County Pet Laws

Rabies Vaccination: Any dog three (3) months or older must be vaccinated against Rabies by a licensed veterinarian.

Dog License: Any dog three (3) months or older must have a current Pima County License. The license must be affixed to a collar and worn at all times. It must also be renewed every year.

Leash Law: All dogs must be kept confined to a home or property, either inside the home or within an enclosed yard or area of the property. When a dog is outside of its confined area, it must be restrained on a leash.

Animal Bites: All animal bites must be reported to the Pima Animal Care Center and biting animals must be quarantined.

Pet Waste: All pet waste must be picked up immediately while on public property. On private property all waste must be cleaned up within 24 hours in the city and 72 hours in the county.

Noise: It is illegal to permit your pet to howl, bark, meow or make other sounds frequently or for continuous duration.

Animal Welfare

Pet owners must provide:

Water: Your pet must have access to clean water in a clean container at all times. The container must be kept in the shade and be stable enough not to tip over.

Food: You must supply fresh food for your pet daily. The food must be nutritious and free of dirt and insects.

Shelter: Your pet must have access to a clean shelter with a top, bottom and sides to protect from heat, cold and rain. The shelter must be large enough for the animal to enter, stand, turn around and lie down.

Shade: You must ensure he has shade during the daylight hours year-round.

Medical care: You must provide medical care to keep your pet healthy and prevent it from suffering from parasites, diseases and injuries.

Pet owners shall not:

Chain or tie out their dog: It's prohibited.

Abandon their pets: If you find that you can no longer care for your pet, please re-home your pet or take it to a local shelter.

Take dog on school grounds.

Leave pets in hot vehicles: Pets must have adequate ventilation protection from extreme temperatures at all times.

Pima Animal Care Center

4000 North Silverbell Road, Tucson AZ 85745
520-724-5900 • pima.gov/animalcare

0011 TUCSON AZ



Leyes sobre mascotas en Tucson y el Condado Pima

Vacuna contra la Rabia: Todos los perros de tres (3) meses en adelante deben ser vacunados contra la Rabia por un veterinario con licencia.

Registro: Todos los perros de tres (3) meses en adelante deben estar registrados en el Condado Pima. Los perros deben portar la licencia en su collar en todo momento. Esta licencia se debe renovar cada año.

Ley de Correa: Todos los perros se deben mantener dentro del hogar o propiedad, ya sea dentro de la casa o dentro de un patio cercado. Cuando el perro se encuentre fuera de su área, debe andar con una correa.

Mordeduras de animales: Todas las mordidas de animales se deben reportar al Pima Animal Care Center y los animales se deben permanecer aislados.

Desechos de mascotas: Los desechos de sus mascotas se deben limpiar inmediatamente en las áreas públicas. En su propiedad privada, los desechos se deben limpiar dentro de 24 horas si su propiedad está dentro de los límites de la ciudad de Tucson y 72 horas dentro del Condado Pima.

Ruido: Es ilegal permitir que su mascota aulle, ladre, maulle o haga otros ruidos con frecuencia o por un largo periodo de tiempo.

El bienestar de las mascotas

Los dueños de mascotas deben proveer:

Agua: Su mascota debe tener acceso a agua limpia en un recipiente limpio en todo momento. El recipiente se debe mantener en la sombra y estar suficientemente estable para no voltearse.

Comida: Usted debe proveer comida fresca a su mascota diariamente. La comida debe tener valor nutritivo y estar libre de tierra o insectos.

Albergue: Su mascota debe tener acceso a un albergue limpio con techo, piso, y paredes para protegerlo del calor, el frío y la lluvia. El albergue debe estar lo suficientemente grande y amplio para permitir que su mascota entre, se pare, voltee y acueste.

Sombra: Debe asegurar que su mascota tenga suficiente sombra durante las horas del día todo el año.

Cuidado médico: Usted debe proveer cuidado médico para mantener a su mascota sana y prevenirla de sufrir de parásitos, enfermedades y lesiones.

Los dueños de mascotas no deben:

Atar o encadenar a su perro: Está prohibido.

Abandonar sus mascotas: Si usted ya no puede cuidar de su mascota, favor de buscar un nuevo hogar o llevarla al albergue de animales más cercano.

Llevar a su perro dentro de una propiedad escolar.

Dejar a sus mascotas dentro de un carro: Las mascotas deben tener amplia ventilación y protección de las temperaturas extremas en todo momento.

Pima Animal Care Center

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0011 TUCSON AZ

Next Brochure Update

Report all bites
Report all biting incidents to Pima Animal Care Center at 243-5900

Collect the following information from the dog owner:

- Name, address and phone number
- Animal's name, breed, age, sex, license number and date of last rabies vaccination.

If the owner is unavailable, provide an accurate description of the dog to Pima Animal Care Center.

Rabies Prevention
Arizona state law requires any dog three months or older and in Pima County for 30 consecutive days must be vaccinated against rabies by a licensed veterinarian.

It is recommended that rabies vaccinations be given to cats as well.

Low cost vaccination clinics are offered throughout the year by local veterinarians, pet supply stores and The Humane Society of Southern Arizona. More info about vaccination clinics can be found on our website.

Call 243-5900 for more information or visit www.pimaanimalcare.org



Pima County Board of Supervisors
Ann Day, District 1
Ramón Valadez, District 2
Sharon Bronson, District 3
Raymond J. Carroll, District 4
Richard Elias, Chairman, District 5



Pima
Animal Care Center
"Building a better community for people and pets"

Pima Animal Care Center
4000 North Silverbell Road
Tucson, AZ 85745

Telephone: (520) 243-5900
Fax: (520) 243-5960 www.pimaanimalcare.org

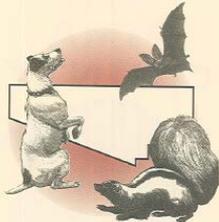
RABIES IN PIMA COUNTY



MINIMIZING THE RISK TO YOUR PETS & FAMILY



THE DANGERS OF RABIES



Know the signs of rabies...
Animals may act friendly or tame in the wild. They can lose fear of people and natural enemies.
Nocturnal animals, such as skunks, foxes or bats, may be seen in the daytime.
Animals show personality changes. In the "furious" stage of the disease, they can appear excited and attack without warning.
In the "dumb" form of rabies, they may become unusually shy or unusually approachable. This can be followed by sluggishness and visible confusion.
Rabid animals have been seen to eat sticks and stones. They may appear sick and drool excessively.
If untreated, all forms of rabies lead to paralysis, coma and death.
If an animal shows signs of the disease, stay away and call Pima Animal Care Center at 243-5900

What is rabies?
Rabies is a dangerous disease caused by a virus found in the saliva of infected animals. It has been found in every state except Hawaii.

Rabies is fatal to humans if they are untreated after being bitten by an infected animal.

Any mammal can get rabies, including raccoons, skunks, foxes, bats, coyotes, dogs, cats and people. Animals that are not mammals such as birds, snakes, insects and fish cannot contract rabies.

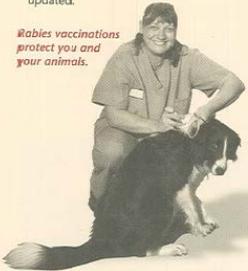
Your pet can become rabid after being bitten by an infected wild animal.

Bats and skunks are a prime carrier of rabies and should never be handled.

Ways you can protect your pets and family from rabies

- Avoid contact with any wild animal. Never adopt wild animals as pets. Secure your home against entry by animals.
- Avoid all stray animals and have your animals vaccinated as directed by county health laws.
- Confine your own pets to your property. Pets that roam are at a greater risk for rabies.
- Never feed pets outdoors. Food left outside attracts unwanted contact with wild animals and strays.
- **Vaccinate your pet!** An unvaccinated pet that has been exposed to rabies could become a threat to your family. Rabies vaccinations are valid for three years and must be updated.

Rabies vaccinations protect you and your animals.



If you are bitten by an animal...
Wash all wounds for five minutes with generous amounts of soap and warm running water.
Dry and bandage the wound.
Seek medical attention immediately.
Report all bites to Pima Animal Care Center at 243-5900

Upcoming Events

October 28th 2nd Annual Safety Fair with the Town of Marana

**Pima Animal Care Advisory Committee
BYLAWS**

ARTICLE I-NAME

The name of this Committee is the Pima Animal Care Advisory Committee (PACAC), hereinafter referred to as “the Committee”.

ARTICLE II-PURPOSE

The purpose of the Committee, pursuant to Pima County Code Title 6 Chapter 6.04.100, is to make recommendations to the Pima County Board of Supervisors and staff to help make the Pima County Animal Care Center a facility that continues to benefit the welfare of the animals and community it serves. In furtherance of this purpose, the Committee shall:

- A. Act in an advisory capacity to the Board of Supervisors in the review and development of animal ordinances and any other issues requested by the Board of Supervisors;
- B. Review and evaluate the general operations of the center in order to make recommendations to the board of supervisors for the purpose of assuring that:
 1. The center's operations promote the public health and safety; and
 2. The center safeguards the health and well-being of dogs and cats and strives to implement best practices and procedures of animal control and welfare.
- C. Study and make recommendations regarding the provision of services and facilities for the care and control of animals by the County;
- D. 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;
- E. Study and make recommendations regarding the County's animal population relative to animal care and control in the County;

- F. Study and provide research, guidance, advice, and contribute information relevant to PACC programs, policies, and procedures;
- G. Serve as liaisons to the community, increasing support and awareness of Pima County Animal Care Center;
- H. Perform such additional duties involving care and control of animals as may be assigned by the Board of Supervisors.

ARTICLE III- MEMBERSHIP

A. Membership of the Committee consists of twelve (12) members (11 voting, 1 non-voting), appointed as specified in 6.04.100 of the Pima County Code.

VACANCIES: REMOVAL AND APPOINTMENTS:

1. All members serve at the pleasure of the Board of Supervisors. The Board of Supervisors may remove members for any reason without cause.
2. Absence from three (3) consecutive regular meetings without consent from the Chair may be grounds for the Committee to recommend that the Board of Supervisors, at its discretion, remove a member.
3. Any member may resign his/her appointment by submitting a letter of resignation to the Health Department Director. .
4. In the event of a vacancy, the entity or individual who appointed the member whose removal or resignation caused the vacancy shall appoint a replacement to complete that member's term.
5. The term of office for members of the Committee is Pursuant to Pima County Code Title 6 Chapter 6.04.100.
6. All Advisory Committee members must observe the standards of conduct outlined in the Arizona Open Meeting Law.

ARTICLE IV: ORGANIZATION

A. MEETINGS

1. Regular meetings are held on the third (3rd) Thursday of each month. Meetings start at 4:00pm and conclude on or after 6:00pm, at the discretion of the Committee.
2. The meeting shall include two (2) calls to the audience, one (1) at the beginning of the meeting and one (1) at the end of the meeting. Each speaker shall have a three (3) minutes speaking limit.
3. On a quarterly basis, meetings may be held in partner jurisdictions as agreed to and approved by the jurisdictional partners and Pima County Health Department administrative staff.

B. OFFICERS

1. The Committee shall elect a Chair and Vice Chair to serve a two (2) year term. Bi-annual elections for these two positions are held at the first regular scheduled meeting in July. Vacancies for these positions shall be filled by a majority vote of the Committee at which a quorum is present.
2. The Pima County Health Department Director or Designee shall assign a staff person to act as Administrative Staff.

C. DUTIES

1. Chair
 - a. The Chair presides at all meetings of the Committee, calls special meetings, drafts and sends correspondence and otherwise performs all duties incident to the office and any other duties which may be prescribed by the Board of Supervisors.
 - b. It is the Chair's responsibility to ensure compliance with the by-laws and direction from the Pima County Board of Supervisors.
 - c. The Chair ensures proper order of the Committee and the public in all proceedings, following Robert's Rules of Order.
 - d. The Chair establishes, coordinates, and manages the agenda with staff. Committee members may request agenda items in the meeting or in writing through the Chair. On-going agenda items will be provided to the committee at monthly meetings.
 - e. The Chair represents the Committee before legislative and administrative bodies.

2. Vice Chair

- a. The Vice Chair shall perform the duties of the Chair in his or her absence. In the case where the Chair becomes ineligible to serve or otherwise vacates the office, the Vice Chair shall, upon the date of ineligibility assume the position and responsibilities of Chair for the term, and in such case a new Vice Chair shall be immediately nominated and elected.

3. Administrative Staff

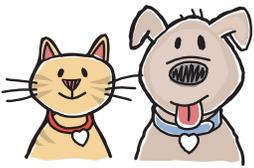
The Administrative Staff shall ensure that each meeting is legally noticed and posted pursuant to the Arizona Open Meeting Law.

D. QUORUM

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

E. VOTING RIGHTS

- a. Each voting member is entitled to one (1) vote and may cast that vote on each item submitted. Proxy votes and absentee ballots shall not be permitted. Remote attendance and electronic voting may be permitted with the consent of the Chair.
- b. Committee members must avoid conflicts of interest while serving on the Committee. Conflicts of Interest shall include:
 - i. Actual Conflict of Interest: Committee members must comply with federal, state, and county regulations related to Conflict of Interest. No Committee member may 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 a vested interest in.



PACC Dashboard

9/1/2016 to 9/30/2016



Shelter	Month
Total number of Animals on: 9/30/2016	611
Strays	822
Owner Surrenders	470
Animals Returned	61
Animals Returned from Foster	134
Animals Sent to Foster	99
Total Intakes	1,897
Live Outcomes	
Adoptions at PACC	849
Adoption Offsite	102
Adoption to Rescues	147
Transfers	106
Enforcement	
Number of Calls Taken	1,767
Number of Responses	1,631
Licensing	
Renewals	984
New	4,646
Development	
Total Donations	\$41,231.19
Licensing Add-ons	\$14,518.75

- o Intake numbers, broken down into cats, dogs, owner release, stray, enforcement impound, etc.
- Reasons for owner release (medical, behavior, moving, etc.)
- o Live release numbers - cat and dog
- o Adoption return numbers - cat and dog
- Reason for adoption return
- o Number of enforcement calls
- o Number of each type of enforcement call: tie out, neglect, no vet care, etc.
- o Number of animals impounded as a result of enforcement call
- o Number of animals taken in requiring vet care for illness or injury