

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.



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

September 15, 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.	Establishing Committee By-Laws	Discuss/ Action	García
4.	Selection of Officers for the Committee	Discuss/ Action	García
5.	Random Selection of Committee Terms as Directed by Pima County Code 6.04.100	Discuss/ Action	García
6.	Discussion of Committee Meeting Schedule	Discuss/ Action	García
7.	Pima Animal Care Center Groundbreaking Event	Discuss	García
8.	Call to Audience	Discuss	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



ADDENDUM

PIMA COUNTY PIMA COUNTY ANIMAL CARE ADVISORY COMMITTEE

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Room 1108
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	Agenda Item	Type	Speaker
1.	Introduction of Committee members not introduced at the last meeting	Discuss	García
2.	Adoption of August 25, 2016 Meeting Minutes	Discuss/ Action	García

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Tucson, Arizona 85714 or at www.pimahealth.org**

Pima County Animal Care Advisory Committee
Minutes
August 25, 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 5:32 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.

DRAFT



**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.