

**Approved**  
**3/14/19**

1. Call to Order

Ms. Droubie called the meeting to order at 4:09 pm.

A. Roll Call

Present:

Suzanne Droubie

Gail Smith

Tamara Barrick

Laura O'Brien

Kristin Almquist

Andrew Squire

Patty Peth

Rhonda Pina

Kristen Auerbach (non-voting)

Absent:

Pat Hubbard

Erin O'Donnell

Karen T. Baden

B. Pledge of Allegiance

Ms. Droubie led the Pledge of Allegiance

2. Adoption of December 13, 2018 minutes

Minutes unanimously approved

3. Call to the Audience – 3 minutes or less. Please refrain from repeating comments of another speaker

Jane Schwerin – call to the audience procedure

She feels that having only one call to the audience makes it difficult for the public to speak to issues that on the agenda after the call.

Judy Olsen – dog bite dog

Updated the board on the dog bite dog incident that she first spoke about last fall. She would like to have the incident paperwork made easier for the public so it isn't so tedious for the public to fill out.

Kathy Brown – follow up to dog attack incident

Added more information to the same dog bite dog incident.

Barb Kuelbs – process question, well checks and firework questions

Karyn Zoldan – dog bite dog

Was there about the same incident and stated her frustration with the system.

Award Presentation

PACC Volunteer of the Month

Bob Smyth

Janet Salvaggio

4. Standing Items:

a) Director's Communication/Monthly Report – Kristen

There was not a December monthly report. Instead Kristen reviewed the preliminary annual report figures.

b) Friends of PACC – Tammi Barrick

- Wrapped up the end of the year with 5 Days of the Strays, which was very successful
- Large donor signage going up at PACC the first week of February in time for the Signage unveiling event on February 10
- Egee's will be putting out fund raising canisters all over the city in March
- FofPACC selling T-shirts for the focus groups through their website

c) Volunteer Report – Patty Peth/Kristen

Kristen informed the committee that the volunteer program is not working and plans are to revamp it and have 15 mini volunteer programs that will be like staff members on their teams and treated equal. Bennett will be overseeing the changes, which will take most of the year to implement.

Updates on the progress of revamping the volunteer program which will be presented at the bi-monthly meetings as part of the Volunteer Report.

5. Discussion of procedures for Call to the audience:

a) Suzanne sent out a procedure to the committee and will be asking for a vote on to adopt or not adopt. In summary, the new policy will state that:

- a. There will be only one 30-minute call to the audience and
- b. The person is allowed 3 minutes to speak.
  - i. Any person wishing to present shall submit a written request to the Secretary to the Board on the form provided which must be received not later than ten minutes prior to the time of the scheduled meeting.
  - ii. Subject to the discretion of the Chair, requests to appear before the Board shall be scheduled in the following order of priority until the available time is exhausted:
    1. Individuals or organizational representatives who wish to address comments pertaining to a matter scheduled for Board action for discussion at that meeting;
    2. Individuals or organizational representatives who wish to address comments pertaining to a matter which is not scheduled for Board action or discussion at that meeting, and who have not made a presentation on any topic at a Call to the audience within the previous six months;
    3. Individuals or organizational representatives who wish to address comments pertaining to a matter which is not scheduled for Board action

or discussion at that meeting, and who have made a presentation on any topic at a Call to the audience within the previous six months.

- c. The primary purpose of the call to the audience is to allow the board to receive information related to matters of Board governance and oversight.
- d. The Chair of the Board or a majority of the board may extend the time for the call to the Audience.

b) The Board unanimously adopted the new Call to the Audience Procedure.

## 6. Website Updates

Sarah is currently meeting with the County web team on the site map. Once that is done, she plans to move onto the adoptable pet's page to make it user friendly. She found out that PACC holds 4 of the top 10 pages viewed in Pima County. She said that they are still adjusting the lost and found pet maps, as it is not updating as quickly as it should.

## 7. Sub Committees (Designate lead and set first meeting date)

- a) Budget -  
Chair – Andrew Squire  
Co-chair – Kristen Auerbach  
Committee Members: Gail Smith, Kristin Almquist, Melissa Rios, and Pat Hubbard
- b) Ordinances-  
Chair – Rhonda Pina  
Co-chair – Suzanne Droubie  
Committee Members: Kristen Auerbach, Andrew Squire, and Pat Hubbard
- c) Strategic Plan  
Chair – Sarah Aguilar  
Co-Chair – Tammi Barrick  
Committee Members: Erin O'Donnell, Patty Peth, Suzanne Droubie and Rhonda Pina
- d) Sheltering Beyond the Walls  
Chair – Bennett Simonsen  
Co-chair - Gail Smith  
Committee Members: Erin O'Donnell, Michelle Figueroa, Laura O'Brien, and Karen Baden

## 8. New Business

Previously discussed under the #3 Call to the Audience Procedures.

## 9. Announcements

- a) Committee - none
- b) Sub Committee - none
- c) Chair -none

10. Shelter needs and Volunteer opportunities

Bennett informed the committee that PACC had a volunteer consultant come in and talk to Gina, Bonny and Bennett on how best to structure the program and recommended targeted recruitment. She said to start looking at specific areas within the shelter to see where volunteer are needed and feature those. Currently, we they are looking at cat care, outreach opportunities and adoption counselors.

11. Agenda Requests

Discuss how the dog bite dog reporting system works at PACC and how the information gets to City Court

12. Adjournment

The meeting adjourned at 5:30 p.m.