



# ANIMAL CARE COMMUNITY OUTREACH COMMITTEE ORANGE COUNTY, CALIFORNIA

*Wednesday, July 27, 2022*

*At 11:30 a.m.*

Learning & Training Center, First Floor  
OC Animal Care  
1630 Victory Road  
Tustin, CA 92782

I. Call to Order

II. Roll Call of Members

Peter Amundson, Chair, 2<sup>nd</sup> District  
Danielle Thomas, Vice Chair, 4<sup>th</sup> District  
Dr. Leslie Malo, Committee Member, 1<sup>st</sup> District  
Kim Kane, Committee Member, 3<sup>rd</sup> District  
April Josephson, Committee Member, 5<sup>th</sup> District

III. Minutes

Regular Meeting, January 26, 2022

Recommended Action: That the Committee approve the minutes of the January 26, 2022 regular meeting.

IV. Regular Business

1. Community Outreach Team Goals for 2022.

This report summarizes the OC Animal Care Community Outreach Team 2022 goals, which includes overall team goals, Public Education Program goals, Volunteer Program goals, and Adoption Partner Program goals.

Recommended Action: Committee approves the COT 2022 goals and files the report.

# AGENDA

## 2. Adoption Partner Program Administrative Report

This report summarizes the OC Animal Care Rescue/Adoption Partner program. Through cooperative actions, the Adoption Partner program places injured and un-adoptable animals with organizations that specialize in their rehabilitation and placement. This report also reviews steps being taken to increase and improve adoptions and communication between OC Animal Care and Adoption Partners.

Recommended Action: Committee receives and files the report.

## 3. Public Education Program Report This report summarizes the OC Animal Care Public Education Program, which includes Community Outreach, Public Awareness, Shelter Tours, Shelter and Community Events and Program Updates.

Recommended Action: Committee receives and files the report.

## 4. Volunteer Program Administrative Report

This report summarizes the third quarter activities for OC Animal Care's Volunteer Program.

Recommended Action: Committee receives and files the report.

## 5. Foster Program Report

This report summarizes the third quarter for OC Animal Care's Foster Program.

Recommended Action: Committee receives and files the report.

## 6. Director's Update

OC Animal Care Director, Andi Bernard, will provide information on the shelter, recent news, events and facility updates.

Recommended Action: No action necessary.

## 7. Selection of Animal Care Community Outreach Committee Chair and Vice Chair

To select a member of the Animal Care Community Outreach Committee to serve as Chair and Vice Chair for the next twelve months

Recommended Action: The pleasure of the Committee.

# AGENDA

## V. Public Comment

At this time, members of the public may address the Committee regarding any items within the subject matter jurisdiction of the Committee provided that no action will be taken on any items not on the agenda, unless authorized by law. Comments shall be limited to five (5) minutes per person, and twenty (20) minutes for all comments, unless different time limits are set by the Chairperson, subject to the approval of the Committee.

## VI. Board Comments

## VII. Adjournment

The next regular meeting will be October 26, 2022 at 11:30 a.m., in the Learning & Training Center Room 100 located at 1630 Victory Rd. Tustin CA 92782.



## SUMMARY ACTION MINUTES

### ANIMAL CARE COMMUNITY OUTREACH COMMITTEE ORANGE COUNTY, CALIFORNIA

*Wednesday, January 26, 2022*

*At 11:30 a.m.*

Peter Amundson, Chair, 2nd District  
Danielle Thomas, Vice Chair 4th District  
Dr. Leslie Malo, Committee Member, 1st District  
Kim Kane, Committee Member, 3rd District  
April Josephson, Committee Member, 5th District

I. Call to Order

The meeting of the Animal Care Community Outreach Committee was called to order at 11:30 am this meeting was conducted remotely via phone.

II. Roll Call of Members

Present:

Peter Amundson, Chair, 2<sup>nd</sup> District  
Danielle Thomas, Vice Chair, 4<sup>th</sup> District  
Dr. Leslie Malo, Committee Member, 1<sup>st</sup> District  
Kim Kane, Committee Member, 3<sup>rd</sup> District  
April Josephson, Committee Member, 5<sup>th</sup> District

Staff Present: Dylan Wright, OCCR Director; Cymantha Atkinson, OCCR Deputy Director; Andi Bernard, OCAC Director; Monica Schmidt, Assistant Director; Nicole Swain, ASR & Special Projects Manager; and John Cleveland, Attorney, County Counsel.

III. Public Comment

A member of the public provided a statement regarding the TNR Program. Suggested a financial resource to offer spay/neutered services to the cats/kittens.

A member of the public offering a grant to the shelter to assist with spay/neutered services.

A member of the public commented on the lack of volunteers and inquired about the shelter's efforts to recruit additional volunteers.

A member of the public inquired about the volunteer program and concerns with the dogs not getting walked.

# SUMMARY ACTION MINUTES

A member of the public currently a volunteer with OCAC had concerns with the larger dogs and inquired about the Kennel Attendants recruitment.

A member of the public currently a volunteer with OCAC inquired about offering low cost spay/neutered for the community, OCAC explanation on euthanasia on large dogs, concerns with staffing shortage for the Kennel Attendants and refusing to take in cats/kittens.

A member of the public inquired about the feral cats and TNR program. Inquired about taking in owner surrender animals due to unforeseen events.

A member of the public shared concerns about opening the shelter to the public. Inquired about the current services the shelter is providing to the contracted cities.

## IV. Minutes

Regular Meeting, October 27, 2021

The Committee approved the minutes of the October 27, 2021.

## V. Regular Business

### 1. Brown Act Training and review of the Bylaws

The purpose of this item is to provide an overview of the Brown Act and the current OC Animal Care Community Outreach Committee Bylaws.

Committee Chair Amendola questioned if the rules for BOS closed sessions were applied to this board.

Committee Member Josephson questioned about the process to add items to the agenda.

Committee Member questioned if the board members would be required to answer public comments or refer OCAC staff to answer questions/concerns.

Recommended Action: No action necessary.

# SUMMARY ACTION MINUTES

## 2. Community Outreach Team Report

This report summarizes the fourth quarter activities for OC Animal Care's Community Outreach Team and includes: Public Education Outreach, Volunteer Services, Foster Program and Adoption Partners. Also included is a summary of Community Outreach Team (COT) goals and results for 2021 and discussion of the 2022 COT goals.

Community Member Kane questioned about the community events hosted/participated by the Public Education Officer.

Community Member Josephson inquired about the current contact information for the COT group and their responsibilities.

Community Member Josephson suggested the shelter open more opportunities for the community to Volunteer at the shelter.

Community Member Kane recommended additional Public Education events for the community and stated she would be contacting the COT Manager to brainstorm more opportunities.

AYES: 5

NOES: 0

The motion passed

## 3. Director's Update

OC Animal Care Director, Andi Bernard, will provide information on the shelter, recent news, events and facility updates.

Committee Member Kane inquired about the description of the TNR program.

Committee Member Dr. Malo inquired about the wait time for the public adoption appointments.

Recommended Action: No action necessary.

## VI. Board Comments

## VII. Adjournment

## **SUMMARY ACTION MINUTES**

The meeting adjourned at 2:23 p.m. The next regular meeting will be April 27, 2022 at 11:30 a.m., this meeting will be held at OC Animal Care located at 1630 Victory Road Tustin Ca 92782.

## Mandujano, Ariana

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**From:** aaloc@aaloc.org  
**Sent:** Monday, January 24, 2022 12:09 PM  
**To:** Mandujano, Ariana  
**Cc:** Bernard, Andi  
**Subject:** public comment for Animal Care Community Outreach Mtg.

**Categories:** COC Community Outreach Committee

**Attention:** This email originated from outside the County of Orange. Use caution when opening attachments or links.

As the spay/neuter voucher coordinator for Animal Assistance League of O.C., I am in a unique position to see how the need for affordable spay/neuter opportunities has increased in the past 2 years. We have limits on how many vouchers we can provide each month, simply because of our financial constraints, but the bigger issue now, is that people have to wait 3 or 4 months to get appts. at the vet offices because there just are not enough vets doing this right now.

As the organization deemed responsible for animal welfare in the county, and since you already have facilities to accommodate vets to do spay/neuter procedures, I urge you to take advantage of this opportunity to provide the space for these benevolent donors' spay/neuter clinics on a monthly or bi-monthly basis.

The previous argument for your Return to Field program was that cats were let out to be ignored and die. Although I don't agree that was the outcome of that situation, in this situation that will not be an issue at all, so there should be little reason to object to the kind offer the donors are proposing.

I look forward to seeing the OCAC step up to minimize some of the challenges of our county's animals in a way that is not happening right now.

Thank you for your time and for your humane estimation when making this decision.  
Karen Malley, Animal Assistance League of O.C.



## Mandujano, Ariana

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**From:** OC Community Cats <anaheimfixproject@gmail.com>  
**Sent:** Sunday, January 23, 2022 8:25 PM  
**To:** Mandujano, Ariana  
**Cc:** Bernard, Andi; Wright, Dylan; Atkinson, Cymantha (OCCR)  
**Subject:** PUBLIC COMMENT for the ANIMAL CARE COMMUNITY OUTREACH COMMITTEE Meeting on Wednesday, January 26, 2022

**Categories:** COC Community Outreach Committee

**Attention:** This email originated from outside the County of Orange. Use caution when opening attachments or links.

PUBLIC COMMENT for the ANIMAL CARE COMMUNITY OUTREACH COMMITTEE Meeting on Wednesday, January 26, 2022

Since OC Animal Care ended its RTF & TNR programs in early 2020, the responsibility to manage the community cat population through TNR has fallen on independent trappers, non-profit organizations, and private citizens.

Resources for low-cost spay/neuter, vouchers, and other forms of financial aid in OC are dwindling.

Low-income citizens are reaching out to local non-profits for help spaying & neutering their pets.

OC veterinarians have closed, reduced the number of days they will do spays & neuters of both owned cats & community cats. Some have stopped working with community cats altogether.

Orange County desperately needs more options for spaying & neutering all its cats - owned & feral.

There are individuals & organizations willing to financially sponsor a low-cost spay and neuter clinic day once a month or bi-weekly at OCAC. Since OCAC has the facilities & veterinary staff, it makes sense to do it there. The low-cost/no-cost clinic would be for owned cats, friendly strays, and also ferals in traps. All cats would be dropped off and picked up by the same person. OCAC would not be involved in returning any cats anywhere.

This would be an excellent opportunity for OCAC to show good faith, and help the citizens of Orange County spay & neuter their cats. This would help stabilize the cat population, and reduce the number of cats entering the shelter system.

I hope OCAC will consider doing this service for the people & cats of Orange County.

Sincerely,

Meredith Kirby  
OC Community Cats



## **Mandujano, Ariana**

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**From:** Romina Yamashiro <ryamashiro@cervipedic.com>  
**Sent:** Monday, January 24, 2022 10:39 AM  
**To:** Mandujano, Ariana  
**Cc:** Wright, Dylan; Atkinson, Cymantha (OCCR); Bernard, Andi; Schmidt, Monica  
**Subject:** PUBLIC COMMENT for the ANIMAL CARE COMMUNITY OUTREACH COMMITTEE MEETING on Wednesday January 26, 202

**Categories:** COC Community Outreach Committee

**Attention:** This email originated from outside the County of Orange. Use caution when opening attachments or links.

## **PUBLIC COMMENT for the ANIMAL CARE COMMUNITY OUTREACH COMMITTEE MEETING on Wednesday January 26, 202**

I would like to ask OCAC to help us establish a weekly or bi-weekly low-cost/no-cost spay and neuter clinic for owned cats, friendly strays and community cats owned by caretakers. OCAC has the facility and the staff needed to help us.

As an individual TNR trapper, foster and cat advocate I ask for your help one more time....I know OCAC refuses to help with our TNR efforts, even though community cats are, by all intended purposes, owned by caretakers who provide food, water, shelter and also medical care when needed. I know you will continue to refuse to help directly with our efforts, so I would like to ask for your help indirectly at least. In this case by providing a clinic where we can bring our community cats to be fixed and we as caretakers will pick them up after surgery, this way OCAC will not be directly involved, but simply provide the medical care we need for these cats.

We have non-profit organizations as well as private donors willing and ready to work with you. Not only by providing funding for this program but also help organizing it and running it in a voluntary basis if needed.

We need truly need help and I think this would be a great opportunity for OCAC to show good faith and true care for animal welfare, specially to the cat rescue community. Furthermore this program can really help low income communities by providing them with a simple and true low cost option. Unfortunately the "low-cost" clinic directory on your website, charge an average of \$300 for a spay or neuter surgery....for some people that is not affordable.

I ask to please response to this comment

**Sincerely,**  
**Romina Yamashiro**  
*Cell: 714-717-5962*

## Mandujano, Ariana

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**From:** Tori Reno <torireno03@gmail.com>  
**Sent:** Sunday, January 23, 2022 9:05 PM  
**To:** Mandujano, Ariana  
**Cc:** Bernard, Andi; Atkinson, Cymantha (OCCR); Wright, Dylan  
**Subject:** Animal Care Community Outreach Committee Meeting 1/26/2022

**Categories:** COC Community Outreach Committee

**Attention:** This email originated from outside the County of Orange. Use caution when opening attachments or links.

PUBLIC COMMENT for the ANIMAL CARE COMMUNITY OUTREACH COMMITTEE Meeting on Wednesday, January 26, 2022

The last couple of years have been extremely rough to say the least. It is getting harder and harder trying to get cats fixed because of Covid and vets not being able to handle the increasing amount of surgeries needed. Because of this there have been more and more cats and kittens out on the streets or taken to the shelters. With more access to spay and neuter, there would be less cats and kittens brought into the shelters. I can't even begin to estimate how many feral and stray cats I've fixed, how many owned cats I've had fixed for people who couldn't afford it or couldn't find a reasonably priced vet to get them in to and how many kittens I've rescued off the streets. We need more options for us to be able to keep helping owners spay and neuter their pets. We have that option now and just need your help. There are individuals & organizations willing to financially sponsor a low-cost spay and neuter clinic day once a month or bi-weekly at OCAC. Please consider this option.

Thank you,  
Tori Reno

## Mandujano, Ariana

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**From:** Vivianne Pulido <Idyofthelke01@yahoo.com>  
**Sent:** Monday, January 24, 2022 11:08 AM  
**To:** Mandujano, Ariana  
**Cc:** Bernard, Andi; Wright, Dylan; Atkinson, Cymantha (OCCR)  
**Subject:** Re: ANIMAL CARE OUTREACH COMMITTEE MEETING JANUARY 26 2022

**Categories:** COC Community Outreach Committee

**Attention:** This email originated from outside the County of Orange. Use caution when opening attachments or links.

Hello,

I am a volunteer for a 501(c) 3 Animal Charity for over 12 years. Since Covid, we are no longer able to take in any cats or kittens because we have over 100 cats and kittens that are in need of permanent homes. We have exhausted our resources and as a result, are unable to provide TNR services for our community.

Since OC Animal Care Shelter stopped providing all services including Trap-Neuter-Return and spay/neuter for the public in February 2020 due to Covid, even though the organization continued to collect money from the 13 cities they contract with during this time. Given that Covid restrictions have been lifted and OC Animal Care Shelter continued to receive funds over the past year and change, please consider resuming these essential services. Ceasing these services has negated work previously done by rescues through TNR programs to control feral cat populations humanely, and now Orange County is now overwhelmed with cats and kittens. As a result, many will be killed due to overcrowding at OC Animal Care Shelter and the limited capacity of other rescues and No Kill Shelters in Orange County. TNR programs have proven to be effective and humane population control programs time and time again, and rescues are critical to getting adoptable animals into safe forever homes. Please help to ensure the money that Huntington Beach contributes to OC Animal Care Shelter is used to support these life-saving programs rather than to support the needless euthanization of animals.

Thank you for your consideration,  
Vivianne Pulido-Price  
714) 864-6095

## **Mandujano, Ariana**

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**From:** Wendolyn Aragon <waragon1@verizon.net>  
**Sent:** Monday, January 24, 2022 4:59 PM  
**To:** Mandujano, Ariana  
**Subject:** Spay/neuter Resources at OC Shelter-Public Comment

**Categories:** COC Community Outreach Committee

Attention: This email originated from outside the County of Orange. Use caution when opening attachments or links.

This is a public comment for OCAC Meeting on Wednesday, January 26, 2022 from PET ASSISTANCE FOUNDATION.

Our organization assists low income pet guardians with spay/neuter. We feel strongly that there should be a stationary or mobile spay/neuter clinic on the OC Shelter premises. Spay/neuter services are desperately needed in Orange County due to a shortage of spay/neuter resources complicated by Covid and a shortage of veterinary personnel. We cannot even help the people that want their pets altered due to a lack of spay/neuter venues.

We strongly believe that owned animals should be the first priority. This is especially critical with cats because of their prolific breeding cycle which contributes to the feral and semi feral population. We do not condone altering hard to adopt cats of whatever status to fend for themselves on the streets. To do so is nothing more than abandonment which leads to needless suffering and death. If true ferals are to be released, they must be microchipped and have a caretaker registered with the shelter who assumes responsibility for their care.

Wendy Aragon  
President  
Pet Assistance Foundation

## Mandujano, Ariana

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**From:** Bernard, Andi  
**Sent:** Monday, January 24, 2022 12:31 PM  
**To:** Mandujano, Ariana  
**Cc:** Fulton, Sean; Schmidt, Monica  
**Subject:** FW: public comment for Animal Care Community Outreach Mtg.

**Categories:** COC Community Outreach Committee

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**From:** Karen Malley <bonic@hotmail.com>  
**Sent:** Monday, January 24, 2022 12:10 PM  
**To:** bonic@hotmail.com  
**Cc:** Bernard, Andi <Andi.Bernard@occr.ocgov.com>; Wright, Dylan <Dylan.Wright@occr.ocgov.com>; Atkinson, Cymantha (OCCR) <Cymantha.Atkinson@occr.ocgov.com>  
**Subject:** public comment for Animal Care Community Outreach Mtg.

**Attention:** This email originated from outside the County of Orange. Use caution when opening attachments or links.

As the spay/neuter voucher coordinator for Animal Assistance League of O.C., I am in a unique position to see how the need for affordable spay/neuter opportunities has increased in the past 2 years. We have limits on how many vouchers we can provide each month, simply because of our financial constraints, but the bigger issue now, is that people have to wait 3 or 4 months to get appts. at the vet offices because there just are not enough vets doing this right now.

As the organization deemed responsible for animal welfare in the county, and since you already have facilities to accommodate vets to do spay/neuter procedures, I urge you to take advantage of this opportunity to provide the space for these benevolent donors' spay/neuter clinics on a monthly or bi-monthly basis.

The previous argument for your Return to Field program was that cats were let out to be ignored and die. Although I don't agree that was the outcome of that situation, in this situation that will not be an issue at all, so there should be little reason to object to the kind offer the donors are proposing.

I look forward to seeing the OCAC step up to minimize some of the challenges of our county's animals in a way that is not happening right now.

Thank you for your time and for your humane estimation when making this decision.

Karen Malley, Animal Assistance League of O.C.

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The old man must have stopped our car two dozen times to climb out and gather into his hands the small toads blinded by our lights and leaping, live drops of rain. The rain was falling, a mist about his white hair and I kept saying, "You can't save them all, accept it. Get back in. We've got places to go."

But leathery hands full of wet brown life knee deep in the summer roadside grass, he just smiled and said, "They have places to go too." Joseph Bruchac

## Mandujano, Ariana

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**From:** Debbi Dickinson <debbi@dslextreme.com>  
**Sent:** Monday, January 24, 2022 11:21 AM  
**To:** Mandujano, Ariana  
**Cc:** Bernard, Andi; Wright, Dylan; Atkinson, Cymantha (OCCR); debbi @dslextreme.com  
**Subject:** PUBLIC COMMENT for the ANIMAL CARE COMMUNITY OUTREACH COMMITTEE Meeting on Wednesday, January 26, 2022

**Categories:** COC Community Outreach Committee

**Attention:** This email originated from outside the County of Orange. Use caution when opening attachments or links.

As an independent trapper/rescuer, I have been on the front lines of the over-population of cats/kittens in Orange County. Since OC Animal Care ended its RTF & TNR programs in early 2020, the responsibility to manage the community cat population through TNR has really impacted my ability to spay/neuter friendly community cats, cats of low income families and ferals.

Resources for low-cost spay/neuter, vouchers, and other forms of financial aid in OC are dwindling.

Not a day goes by, myself and my trapping partner don't get a request for help spaying & neutering their pets or cats living in their neighborhood. In March through July of 2021, we rescued and fixed over 270 cats/kittens from the South Coast Metro area of Santa Ana. (And that was at our own expense) Even though that's a big number for just two independent trappers, there are so many more out there we couldn't help. I fear because of that, this year will be worse.

Because of that, shelters and rescues are going to be hit hard with the large number of kittens and cats brought to them this year. The only way to decrease this volume of sadly, unwanted cats/kittens, we need to fix as many unaltered cats as possible.

How can LA and San Diego, as well as cities and counties with much less budget allocated for shelters, provide these services, when wealthy Orange County can't manage their over-population of cats.

Orange County desperately needs more options for spaying & neutering all its cats - owned & feral.

There are individuals & organizations willing to financially sponsor a low-cost spay and neuter clinic day once a month or bi-weekly at OCAC. Since OCAC has the facilities & veterinary staff, it makes sense to do it there. The low-cost/no-cost clinic would be for owned cats, friendly strays, and also ferals in traps. All cats would be dropped off and picked up by the same person. OCAC would not be involved in returning any cats anywhere.

This would be an excellent opportunity for OCAC to show good faith, and help the citizens of Orange County spay & neuter their cats. This would help stabilize the cat population, and reduce the number of cats entering the shelter system.

I hope OCAC will consider doing this service for the people & cats of Orange County.

Sincerely,

Debbi Dickinson Hammil  
Independent Trapper  
949-374-0085



## Mandujano, Ariana

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**From:** Deborah Felin <catpaws.deborah@gmail.com>  
**Sent:** Monday, January 24, 2022 4:01 PM  
**To:** Mandujano, Ariana  
**Cc:** Bernard, Andi; Wright, Dylan; Atkinson, Cymantha (OCCR)  
**Subject:** This is a public comment for the ANIMAL CARE COMMUNITY OUTREACH COMMITTEE Meeting on Wednesday, January 26, 2022

**Categories:** COC Community Outreach Committee

Attention: This email originated from outside the County of Orange. Use caution when opening attachments or links.

Greetings,

Our small non-profit cat rescue organization focuses on taking at risk cats from public shelters, including OCAC

Since our inception, we have also helped people with the cost of getting cats, whether their own, community cats or those they find, altered. We would have maybe a couple hundred requests a year for assistance.

Last year we received over 900 requests almost entirely from Orange County, and funded the cost of fixing over 500 cats at a cost of approximately \$50,000. This overwhelmed our organization and is unsustainable as it is simply an adjunct program, not even the core of our rescue efforts. We have subsequently suspended that program for lack of money. We continue to get pleas for assistance and have already gotten a dozen applications, despite noting prominently on our website that the program is suspended. People are trying to do the right thing and looking for help.

Unwanted litters, primarily of cats, is at the root of much of the suffering and death which with we all as animal welfare organizations contend. It results in complaints about stray cats, kittens flooding into shelters or rescue, kittens being born only to die.

Ideally, OCAC would offer low or no-cost spay neuter services to the public and actually help them. Failing that, private non profit rescue organizations are willing to explore funding those efforts themselves to help prevent this heartbreaking cycle of suffering and death. We request that facilities and medical support for spay/neuter be made available to organizations willing to pay for that effort.

Thank you,

Deborah Felin-Magaldi  
Director

[https://urldefense.com/v3/\\_\\_http://www.Helensanderscatpaws.com\\_\\_;!!KL1yqyOaGX2drUI!2xxtZzyVM3Vf6VSymQnQwBRvm6l\\_LJW7SFUul2GsFhYwHfM42Pqmcz8D1HdP6QOf1k80TEhW\\$](https://urldefense.com/v3/__http://www.Helensanderscatpaws.com__;!!KL1yqyOaGX2drUI!2xxtZzyVM3Vf6VSymQnQwBRvm6l_LJW7SFUul2GsFhYwHfM42Pqmcz8D1HdP6QOf1k80TEhW$)

Sent from my iPhone

## Mandujano, Ariana

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**From:** diana meier <dianahbsurf@gmail.com>  
**Sent:** Friday, January 21, 2022 8:32 PM  
**To:** Mandujano, Ariana  
**Subject:** Public Comment-OCAC-Animal Care Community Outreach Committee

**Categories:** COC Community Outreach Committee

**Attention:** This email originated from outside the County of Orange. Use caution when opening attachments or links.

To whom it may concern,

I have been an advocate, active TNR volunteer, foster, and supporter of humane non-profits for over 15 years.

I find it tragic that despite evidence-based research on humane management of feral cats, of TNR, and of low to free cost options for spay and neuter, that my county, Orange County, seems to keep sliding backward into archaic methods of inhumane and/or apathetic response.

If humane interventions do not strike your heart, then look into cost-efficacy. Look into sustainable solutions to the situation we've created. It's systemic as I'm sure you are aware and I do not need to go into further definition.

I am not going to repeat the amazing information disseminated by Alley Cat Allies. I encourage you to read before making your decisions.

[https://www.alleycat.org/about/?gclid=CjwKCAiA0KmPBhBqEiwAJqKK48D5DFOlvpqxzgCp2Nyx3nWs5xiUGD25WJDs\\_O2q0kQMG7txTbrVQBoC6gcQAvD\\_BwE](https://www.alleycat.org/about/?gclid=CjwKCAiA0KmPBhBqEiwAJqKK48D5DFOlvpqxzgCp2Nyx3nWs5xiUGD25WJDs_O2q0kQMG7txTbrVQBoC6gcQAvD_BwE)

A meeting at 11am on a Wednesday suggests that animal advocates do not have jobs, and can simply show up at a time during working hours.

I am requesting that you offer a time outside of normal business hours to allow working professionals, who are also volunteers, to speak to the cause.

I'm sure you will get numerous heart wrenching stories and pleas from my counterparts.

I have many tragedies I could share (as well as amazing outcomes when the community came together and lives were saved...please recall Feral Fix weekends during which 100s of lives were saved in a single night.)

That said, I'm here as public health and humane advocate.

I would be honored to further collaborate and support your progressive, human, and data informed initiatives.

Diana Meier, LCSW, MSW, MPH

## **Mandujano, Ariana**

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**From:** Erika R <erishkigall@gmail.com>  
**Sent:** Monday, January 24, 2022 3:33 PM  
**To:** Mandujano, Ariana  
**Subject:** This is a public comment for the ANIMAL CARE COMMUNITY OUTREACH COMMITTEE Meeting on Wednesday, January 26, 2022

**Categories:** COC Community Outreach Committee

**Attention:** This email originated from outside the County of Orange. Use caution when opening attachments or links.

Hi Ariana,  
Here's my official notice that I would like to speak at the meeting on Wednesday. It was so nice talking with you on the phone today Thank you for all your help.

Erika Rasmussen

## Mandujano, Ariana

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**From:** gena bartrom <genacats714@gmail.com>  
**Sent:** Monday, January 24, 2022 9:12 AM  
**To:** Mandujano, Ariana  
**Cc:** Bernard, Andi; Wright, Dylan; Atkinson, Cymantha (OCCR)  
**Subject:** PUBLIC COMMENT for the ANIMAL CARE COMMUNITY OUTREACH COMMITTEE MEETING on Wednesday January 26, 2022

**Categories:** COC Community Outreach Committee

**Attention:** This email originated from outside the County of Orange. Use caution when opening attachments or links.

Twenty years ago when I started doing TNR there were resources available for spay/neuter of feral cats. I could drop off a couple cats at a participating vet Monday through Friday and thanks to the Maddie's fund all spay/neuter costs were covered.

Gradually we have lost resources. Funding is limited, costs have increased, vets have reduced the days they perform spay/neuter surgeries, some vets have stopped feral surgeries altogether and a few have closed.

Several years ago OC Animal Care started a RTF/TNR program. In the beginning there were problems. Cats were released hours after surgery and still groggy from anesthesia. A few cats were returned to the wrong location and cats from mobile home parks were euthanized. On top of this the cats were housed at the shelter in group cages for 4 days prior to their surgery exposing them to disease and stress. In time there were improvements made to the program.

We have an opportunity to begin an even better program with the help of OC Animal Care. OCAC has the facility and veterinary staff to perform spay/neuters, vaccines, and minor medical for feral cats in traps, owned pets, and strays. Following surgery, the owner/caregiver/feeder that brought the cat in, will pick up the cat, allow for recovery and then release the cat back to its home. OC Animal Care will not be responsible for releasing cats into the community.

We can get funding to support a monthly or bi-weekly low cost or free spay/neuter day. We are asking for help from OC Animal Care to make this happen.

Gena Bartrom

## **Mandujano, Ariana**

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**From:** Judy Bishop <bishopjudy91@gmail.com>  
**Sent:** Monday, January 24, 2022 4:38 PM  
**To:** Mandujano, Ariana  
**Subject:** Public comment for ACC Outreach Mtg on 1/26

**Categories:** COC Community Outreach Committee

**Attention:** This email originated from outside the County of Orange. Use caution when opening attachments or links.

Please!

This is desperately needed! I am receiving calls from the public on a weekly basis to get their pets and neighborhood cats fixed, and I have nowhere to refer them (especially females)!!

Thank you,  
Judy

Shelter notes for 1/26/2022 meeting – Karen Vaughn – Volunteer since 2019

My name is Karen Vaughn and I am unable to attend due to meeting being in person vs. virtual. When I started volunteering almost 3 years ago.

I would like to bring up the following points regarding:

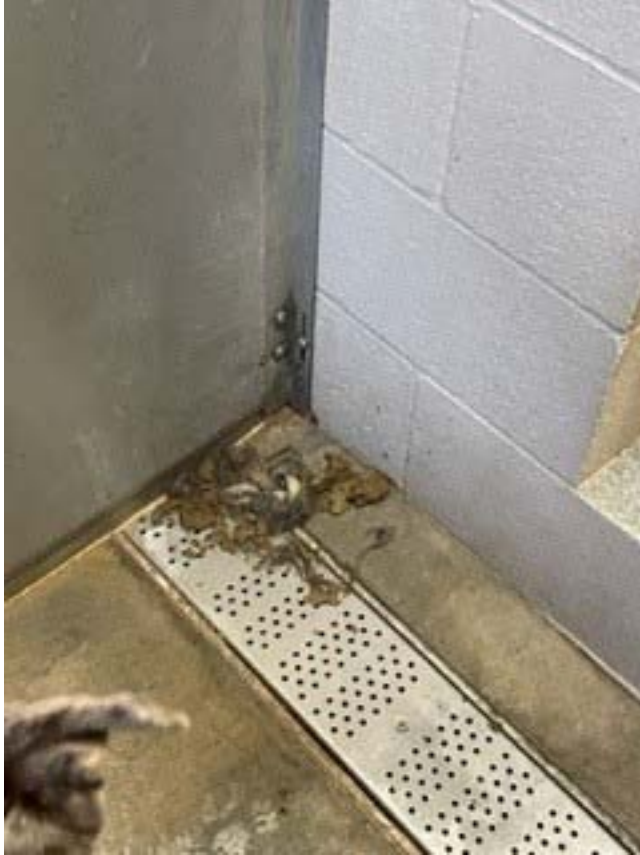
### **Promoting Adoptions**

- What do we do to promote the shelter and adoption of animals --- I see Pasadena Shelter on TV – pet of the week and North Central – If we are doing this shouldn't we also be promoting dogs that have been with us longer than just a few weeks since they are the most at risk of being euthanized.
- Appointments can only be made for 1 dog ---if you decide that dog isn't a fit for you, you have to make another appt and try again. I recently received an email from potential adopter, and he said he is easier to go elsewhere so that is what they did—shouldn't we be making it easier for people to adopt instead of more difficult.
- It was suggested we take photos with the dogs at the Halloween / Christmas---The area was set up great and lots of cute photos were taken– however the shelter didn't do anything with the awesome photos to promote our pets. Perhaps we could make the volunteer page shareable to share the images with the public or put up a photo page on our website.
- If we can't open because of Covid it would be nice to have more info regarding our pets on website – also open to make appts to view more than 1 dog. See Inland Valley Humane Society -Website --- actual info regarding animals such are not suitable for children, not good with other dogs --- etc. or maybe we could open for a few hours – no appointment and reduce number of people allowed in at one time.  
Examples - San Bernadino open to visitors since May 2021 = noon-3 Tuesday-Saturday  
Irvine opens for animal viewing 3-6 and 1-4 weekends  
LA shelter – open on weekends w/o appts  
Inland empire -Hybrid + fostering

## Health and Safety

- On recent visits to the shelter many of the kennels were filthy. This is at also at the end of day when KA's are still there --- dogs are walking and sitting in their filth, some overnight and no one is cleaning up. I realize we are short-staffed but what is being done to get more people hired. I've seen the poop just sprayed and moved to the corner of kennels instead of picked up. (Pictures attached)





### **Standard Practices for Adoptions and Dogs**

- Can anyone with money come in and adopt a dog? I recently saw an elderly couple who wanted a shepherd– the KA attendant could barely handle this dog as it was young and energetic. This elderly couple was using walker and the man could barely walk – they adopted the dog – which of course ended up back at shelter as an unruly dog. Unfortunately, this was not the case as the dog was fine. It was a bad fit for the couple. Rescues have rules to adopt, do we?
- Who makes decisions on which dogs go to rescues or are euthanized? Storm as an example (K616) has been with us since 12/10/2020. Shouldn't we be trying to get him to a rescue vs some of the dogs who have only been with us for a few weeks or months? Bentley (K419) was reported as having kennel stress, yet we sent other dogs to a rescue--- and of those dogs recently sent to Idaho – 3 were adopted within 2 days – that tells me we aren't doing something right.

Thank you





 Community Resources

**BOARDS, COMMISSIONS, &  
COMMITTEES**

**BROWN ACT & BYLAWS  
TRAINING**

*OC Community  
Resources*



*John Cleveland*  
*Senior Deputy County Counsel*  
*Office of the County Counsel*

*Nicole Swain, DPA*  
*ASR & Special Projects Manager*  
*OC Community Resources*

# TOPICS





# BROWN ACT



History | Key Concepts | Law



The Ralph M. Brown Act generally requires all meetings (as defined) of a legislative body of a local agency be “open and public.” The act is located at California Government Code Section 54950 et seq., was carried out by Assembly member Ralph M. Brown and passed in 1953.



- Basic Rule

- “meetings” of legislative bodies must be open and public
- The actions of public commissions, boards, councils, and other public agencies should “be taken openly and that their deliberations be conducted openly.” (Government Code Section 54950)

- Purpose:

- Facilitate public participation
- Enable people to be informed so they can keep control over their government and curb the potential misuse of democratic process by secret legislation by public bodies.



Brown Act applies to any “legislative body” of a “local agency”

“Legislative body” includes – The governing board of a local agency, or any local board created by statute.

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Any *commission, committee, board* or other body created by formal action of a legislative body.

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“Local Agency” includes – A county, city, whether general law or chartered, city and county, town, school district, municipal corporation, district, political subdivision, or *any board, commission or agency thereof*, or other local public agency.

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## “Ad Hoc” committee exception to definition of “legislative body”

However, an *ad hoc* advisory committee, composed solely of the members of the legislative body that are less than a quorum of the “legislative body” is not, itself, a “legislative body.” (Government Code Section 54952(b).)

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**Exception to the exception:** “Standing committees,” however, even if composed of less than a quorum of the legislative body (e.g. two of five) are still subject to the open meeting requirements of the Brown Act.

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Brown Act applies to “meetings” of the legislative body

A “meeting” is “...any congregation of a majority of the members of a legislative body at the same time and location, including teleconference location as permitted by Section 54953, to hear, discuss, deliberate, or take action on any item that is within the subject matter jurisdiction of the legislative body.” (Government Code § 54952.2(a).)

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## “Serial Meetings” prohibited

A majority of the members of a legislative body “shall not, outside of a meeting authorized by this chapter, *use a series of communications of any kind, directly or through intermediaries, to discuss, deliberate, or take action on any item of business that is within the subject matter jurisdiction of the legislative body.* (Government Code § 54952.2(b)(1).)

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But “One Way” briefings (e.g. staff briefings) *are* permitted:

**The prohibition on serial meetings:** “shall not be construed as preventing an employee or official of a local agency, from engaging *in separate conversations or communications*...with members of a legislative body in order to answer questions or provide information regarding a matter that is within the subject matter jurisdiction of the local agency, if that person does not communicate to members of the legislative body the comments or position of any other member or members of the legislative body.” (Government Code § 54952.2 (b)(1).)

*Similarly, a legal memorandum from County Counsel to a BCC does not constitute a “meeting” under the Brown Act.*



## Other exceptions to the definition of “meeting”

Individual contacts or conversations between a member of a legislative body and “any other person” are not “meetings,” of the legislative body, provided that they are not “serial meetings.”

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Attendance at a conference open to the public or at community meeting.

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Attendance at an open and noticed meeting of another local agency.

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Attendance at a purely social or ceremonial occasion.

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Attendance at an open and noticed standing committee meeting, provided that members attend only as observers.

# BROWN ACT – Regular Meetings



**Each** legislative body shall provide, by ordinance, resolution, bylaws, or by whatever other rule is required for the conduct of business by that body, the **time** and **place** for holding regular meetings. Such regular meetings must typically be conducted within the boundaries of the agency’s jurisdiction.

**At least 72 hours** before the regular meeting, an agenda must be posted in a “location freely accessible to members of the public” and on the agency’s primary website.

**The Agenda** must contain a “brief general description of each item of business to be transacted or discussed.”

**Except** as otherwise provided by law, no action or discussion shall be undertaken on any item not appearing on the posted agenda.

(Gov’t § 54954.2.)



**Special Meetings** may be called “at any time” by either (1) the presiding officer of the legislative body of a local agency, or (2) by a majority of the members of the legislative body by posting a notice and also delivering written notice to each member of the legislative body and to each local newspaper of general circulation and radio or television station requesting notice in writing. (Gov’t Code Section 54956.)

**The special meeting** notice shall be delivered “personally or by any other means” and shall be received at least 24 hours before the time of the meeting.

**The call and notice** shall specify the time and place of the special meeting and the business to be transacted or discussed.

**No** other business shall be considered at these meetings by the legislative body.



“Emergency” is defined as a work stoppage, crippling activity, or other activity that severely impairs public health, safety, or both.

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A legislative body may hold an emergency meeting without complying with the 24-hour “Special Meeting” notice and posting requirements. However, telephonic notice is required. (Gov’t Code § 54956.5.)

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## OPEN AND PUBLIC MEETING REQUIREMENTS

At regular and special meetings, members of the public have a right to address the legislative body on any item appearing on the agenda, before or at the time the legislative body considers the item.

The Brown Act generally requires that all “meetings” (as defined, whether regular, special, or emergency) be “open and public.”

Each regular meeting agenda shall also provide an opportunity for members of the public to address the legislative body on any item of interest to the public within the subject matter jurisdiction of the body.

No secret ballots; the legislative body of a local agency shall publicly report any action taken and the vote or abstention on that action of each member present for the action.



FAQ: When can an item not appearing on the posted agenda be discussed or acted upon?

- **No official action can be taken on non-agendized matters, but members of a legislative body or its staff may briefly respond to statements made or questions posed by persons exercising their public testimony rights.**
- **On their own initiative or in response to questions posed by the public, a member of a legislative body or its staff may ask a question for clarification, make a brief announcement, or make a brief report on his or her own activities. (Gov't Code § 54954.2.)**
- **A member of a legislative body, or the body itself may:**
  - **provide a reference to staff or other resources for factual information,**
  - **request staff to report back to the body at a subsequent meeting concerning any matter, or**
  - **take action to direct staff to place a matter of business on a future agenda.**



## Brown Act violations and enforcement: Criminal Penalties

A member of a legislative body who attends a meeting where action is taken in violation of the Brown Act, where the member *intends* to deprive the public of information which the member *knows or has reason to know* the public is entitled to receive, is guilty of a misdemeanor. (Gov't § 54959.)

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## Brown Act violations and enforcement: Civil Enforcement



**Civil Injunction** - The district attorney or any interested person (i.e. citizen of the State of California) may commence an action for the purpose of stopping or preventing violations of the Brown Act. (Gov't § 54960.)



**Court** may invalidate action taken in violation of Brown Act – The district attorney or any interested person may file a lawsuit in Superior Court to have the court declare “null & void” action taken in violation of the Brown Act. (Gov't § 54960.1.)



**Attorneys' fees and court costs** – A prevailing plaintiff can obtain recovery of attorneys' fees and court costs. (Gov't § 54960.5.)



# AB 361



Facts I Publication Highlights



## What to know

- The Governor's March 4, 2020, Proclamation of Emergency related to the COVID-19 pandemic is still in effect.
- Governor Newsom signed Assembly Bill (AB 361) on September 16, 2021, which amends the Ralph M. Brown Act to provide additional provisions that allow meetings of legislative bodies to be conducted via teleconference, AB 361 went into effect immediately upon the Governor's signature.
- AB 361 allows a local agency legislative body to hold a meeting utilizing teleconferencing without complying with the standard teleconferencing requirements if the Governor has proclaimed a State of Emergency and in any of the following circumstances:
  - State or local officials have imposed or recommend measures to promote social distancing
  - The meeting is being held for the purposes of determining, by majority vote, whether as a result of the emergency, meeting in person would present imminent risks to the health and safety of attendees
  - The legislative body has determined that as a result of the emergency, meeting in person would present imminent risks to the health and safety of attendees



If a meeting is held via teleconference under AB 361, the following requirements apply:

- Notice of the meeting must still be given in compliance with the Brown Act, and the notice must include the means by which the public may access the meeting and provide public comment.
- The public must be provided access to the meeting via a call-in option or internet-based service option and allowed to “address the legislative body directly”. The agency does not have to provide an in-person option for the public to attend the meeting.
- The meeting must be conducted “in a manner that protects the statutory and constitutional rights of the parties and the public appearing before the legislative body”.
- If there is a disruption to the meeting broadcast or in the ability to take call-in or internet-based public comment, no further action can be taken on the agenda items until the issue is resolved.
- The body cannot require comments be submitted before the start of the meeting. The public must be allowed to make “real time” public comment.
- Reasonable time for public comment must be provided. If the agency provides a timed public comment period, the public comment period must be left open until the time expires.



Findings must be made every 30 days to continue to conduct teleconference meetings under AB 361. The body must find it has reconsidered the circumstances of the state of emergency and either:

- 1) The emergency continues to impact the ability to meet safely in person, or
- 2) State or local officials continue to impose or recommend social distancing






# COUNTY POLICY



[Details](#) | [CEO Bylaws Template](#) | [More . . .](#)



*County of Orange*  
**County Policy**

<b>Subject:</b>	Boards, Commissions, Committees under the Jurisdiction of the Board of Supervisors
<b>Authority:</b>	County Executive Office: Signature: 
<b>Policy Owner:</b>	CEO/Deputy County Executive Officer: Signature: 
<b>Approval Date:</b>	09/16/2021
<b>Last Revision Date:</b>	N/A
<b>Version No.:</b>	1.0

**A. Policy**

Where a statute or ordinance requires a Board, Commission and Committee (BCC) under the jurisdiction of the Board of Supervisors (Board) to have Bylaws, or where the Board creates a BCC, the BCC shall have and be governed under bylaws that include the elements contained in the attached Bylaws Template approved by the Board on May 25, 2021 as amended on July 13, 2021 (Template).

1. If local, State or Federal authority requires additional elements that do not appear in the Template, or if local, State, or Federal authority necessitates the modification of elements that appear in the Template, then that authority shall control, and the BCC bylaws shall deviate from the Template.
2. Bylaws should serve as “rules” or a framework for the administration, operation, and management of each BCC.
3. Documents approved by the Board prior to the effective date of this Policy that function to govern the activities of a BCC shall be deemed as functional equivalent of bylaws, so long as they include the elements listed in the Template. Such documents may take the form of Rules of Procedure, Policies and Procedures, or agreements.

**B. Purpose**

To establish policy and procedures for the development, review, and approval of BCC bylaws created by action of the Board or as required by a statute or ordinance that include the elements contained in the Template in order to achieve standardization, uniformity, and consistency.

**C. Authority**

The Board establishes BCCs to advise on issues and make recommendations on various topics relating to the welfare of the County community. BCCs may be created as a result of State and Federal legislation, agreements with public or private agencies, and local needs.

The CEO policy approved in September 2021 is titled “Boards, Commissions, Committees under the Jurisdiction of the Board of Supervisors” and implements the directives from the Board of Supervisors.



## D. Procedure

1. Revision or Creation of Bylaws: Board-created BCCs are supported by County departments (“Support Agencies”) assigned to administer the BCC’s day-to-day functions. Following the effective date of this Policy, Support Agencies shall make the Template available to the officers of the BCCs to which they are assigned, to accomplish the following:
  - a. For BCCs with bylaws that were adopted prior to the effective date of this Policy, review those existing bylaws and through their Support Agencies seek Board approval of bylaws revised in accordance with the Template.
  - b. For BCCs that, prior to the effective date of this Policy, were governed by other types of documents such as Rules of Procedure, Policies and Procedures, or agreements, review those existing documents and through their Support Agencies seek Board approval of the documents revised in accordance with the Template.
  - c. For BCCs that are governed by County ordinances, determine if the ordinance sufficiently details the procedures by which the BCC operates, or if additional guidance through bylaws may be needed. Any proposed changes to the ordinances shall be provided to the Support Agencies for seeking Board approval.
  - d. For BCCs that did not have bylaws or other forms of governance documents prior to the effective date of this Policy, adopt bylaws in accordance with the Template and through their Support Agencies seek Board approval of the new bylaws.
2. At-Large Appointments: Pursuant to revised Board Rules of Procedure Rule 16 (Rule 16), appointments to a BCC that are not designated for nomination by a specific Board district will be deemed at large appointments, and the appointment shall be for a period of two years. At large appointments may only be submitted by the Board Chair for placement on a Board meeting agenda.
  - a. Departments wishing to nominate candidates for at large appointments under Rule 16 shall submit a request memo to the Board Chair’s office for placement of the recommended at large appointments on a Board meeting agenda, with a draft supplemental Agenda Staff Report (ASR) and candidate applications attached. A sample of the request memo to the Board Chair’s office is available [here](#) on the Intranet under “At Large Nominations Memo Template”. Details of this procedure are additionally available under the “Countywide ASR Guidance Document”.
  - b. If approved, the Board Chair’s office will submit the ASR and attachments to the Clerk of the Board for inclusion on a Board meeting agenda.
3. Support Agencies shall assist BCC officers in the review of BCC members’ required attendance at regular BCC or standing committee meetings. Support Agencies, as appropriate or necessary,

County Counsel and the County Executive Office will coordinate with County departments to review existing bylaws for boards, commissions and committees (BCCs) that are subject to Board jurisdiction.

CEO and County departments will update their Bylaws in accordance with the Board-approved bylaws template.

The process for At-Large Appointments has also been revised pursuant to Board Rules of Procedure Rule 16.





The County Executive Office BCC Bylaws template was approved by the Board of Supervisors (Board) on May 25, 2021, and later amended on July 13, 2021.

County staff have identified the OC Community Resources BCCs that are under Board jurisdiction, which are administratively supported by County Departments.

OC Community Resources supports several BCCs that are under the Board's jurisdiction and the Bylaws of each of these BCCs should be reviewed and revised in a manner consistent with the new CEO template.



## More about the Policy.....

BCC's created by the Board of Supervisors' action are required to include elements listed in the CEO template.

Bylaws should serve as “rules” for internal administration and management of each BCC.

If local, State, or Federal authority require additional elements that do not appear in the approved template, or if local, State, or Federal authority necessitate the modification of elements that appear in the CEO template, then the BCC can deviate from the template.



# BYLAWS



Boards, Commissions, and Committees



## Bylaws of Board, Commissions, and Committees

The Bylaws of the County's Boards, Commissions, and Committees ("BCCs") contain the purpose, duties, rules, organizational structure, and operating procedures for BCCs.

The County Board of Supervisors ("Board"), as the legislative body in charge of the County, approves BCC's Bylaws and plays a role in appointing members to BCCs.

BCCs function under the authority of the Board.

Citizen members on BCCs provide the public with a channel of communication and input to the Board and provide the opportunity for citizens to participate in government.



## Boards, Commissions, and Committees advise the Board of Supervisors



**BCCs** generally serve as advisory bodies to the Board, as authorized by their respective Bylaws.



**Bylaws** generally describe the procedure by which BCCs advocate, communicate with the public, and work with County staff.

- BCCs do not engage in political advocacy.
- BCCs generally do not take positions on pending legislation or legislative issues without the approval of the County.



**The Board** directs the County's legislative efforts and has the authority to make policy decisions.

- The County Executive Office of Legislative Affairs is a lead Department for the County's legislative efforts.
- County staff from OC Community Resources and the County Executive Office of Legislative Affairs can help BCCs ensure that they draft communications and perform their duties in a manner consistent with their respective Bylaws and the County's legislative policy platform.

# Bylaws of the Animal Care Community Outreach Committee

## Key Points



- **Article 2 (Purpose and Authority):** The Committee’s purpose is to support Orange County Animal Care (“OCAC”) and to facilitate community involvement and input. The Committee operates under the County Board of Supervisor's authorization.
- **Article 3 (General Operating Mandated Regulations and Statutes):** The Committee is subject to the Brown Act, must comply with County policies and must operate within its designated purpose.
- **Article 7 (Oversight and Staffing):** The Director of OCAC will be the oversight authority of the Committee and OCAC staff will provide administrative support for the Committee.



- General Questions.
- If you have legal questions that require research or sensitive legal questions, staff can coordinate further discussions with the Office of the County Counsel or OCCR personnel.

**THANK YOU!**

BYLAWS  
ORANGE COUNTY ANIMAL CARE COMMUNITY OUTREACH COMMITTEE  
Revised March 28, 2017

**Article 1     Name**

Section 1.     The name of this body is ANIMAL CARE COMMUNITY OUTREACH COMMITTEE, hereinafter referred to as the "Committee."

**Article 2.     Purpose and Authority**

Section 1.     It is the purpose of the Committee to support ORANGE COUNTY ANIMAL CARE (OCAC) in achieving the vision and goals of the organization and foster community input and support for animal care related issues.

Section 2.     The Committee is hereby established by the Orange County Board of Supervisors (the "Board") to facilitate community involvement in animal care and community outreach programs, and to provide an opportunity for citizen participation.

Section 3.     This Committee will operate under the Board of Supervisors authorization - Resolution Number 17-032.

**Article 3.     General Operating Mandated Regulations and Statutes**

Section 1.     The Committee must adhere to all local, state and federal regulations and statutes that may, from time to time apply.

Section 2.     The Committee shall be subject to the provisions of The Brown Act (commencing with Section 54950 of the Government Code) relating to public meetings of local governmental advisory boards, as follows:

A.     Regular meetings shall be held quarterly or more often as the Board may establish. At least 72-hours prior to a regular meeting, an agenda shall be posted that contains a brief general description of each item to be covered in the meeting.

B.     Special meetings may be held on 24-hour public notice, including a binding agenda with brief general description of items to be covered at the meeting. Any special meeting notice must be publicly posted in accordance with all applicable laws, and must be received by Committee members at least 24 hours in advance (Government Code Section 54956).

Section 3.     The Committee must comply with the County's non-discrimination and zero tolerance sexual harassment policies.



BYLAWS  
ORANGE COUNTY ANIMAL CARE COMMUNITY OUTREACH COMMITTEE  
Revised March 28, 2017

Section 4. The Committee must comply with the County's Code of Ethics, which outlines the County's clear expectations for behavior in relation to the members' duties as public servants.

Section 5. The Committee shall operate strictly within its designated purpose.

**Article 4. Membership and Term of Office**

Section 1. Appointment. The Committee shall be comprised of five (5) members. Each member of the Board of Supervisor shall nominate one proposed member for approval by a majority vote of the Board of Supervisors. A member of the Board may nominate a person from inside or outside of the District that the member represents, but may only nominate a person from outside of the District that the Board member represents with the concurrence, in writing, of the Board member who represents the District in which the proposed nominee resides.

Section 2. Categories. All Committee members shall during their appointment term: 1) reside within the geographical boundaries of the County of Orange; and 2) have an interest in animal care.

Section 3. Terms. Committee members shall be appointed for a four (4) year term. Members may serve for multiple additional four (4) year terms upon reappointment to each new term in accordance with Article 4, Section 1 above. Committee members nominated by Board members representing the First, Third, and Fifth Supervisorial Districts shall be appointed in April of the odd numbered years, and committee members nominated by Board members representing the Second and Fourth Supervisorial District shall be appointed in April of the even numbered years.

Section 4. Removal. The Board of Supervisors may remove the members of the Committee any time without cause. In addition, if a committee member misses three (3) consecutive Committee meetings (regular meetings), said committee member will be deemed automatically removed without further Board of Supervisors action.

Section 5. Vacancies. A vacancy on the Committee shall be filled by appointment by the Board of Supervisors in accordance with Article 4, Section 1 above. Such vacancy should, if possible, be filled within 30 days of vacancy.

**Article 5. Meetings**

Section 1. Regular meetings shall be held on a quarterly basis. Committee meetings shall be fixed on the first month of each quarter (January, April, July, and October) on the fourth Wednesday at 11:30 AM unless a majority of the Committee members

BYLAWS  
ORANGE COUNTY ANIMAL CARE COMMUNITY OUTREACH COMMITTEE  
Revised March 28, 2017

determine that an alternate fixed meeting day and time within the designated months is required to maximize member attendance.

- Section 2. A majority (3) of the members shall constitute a quorum to conduct business.
- Section 3. Only Committee members may vote on items on the Agenda and each member may have only one vote.
- Section 4. Committee meetings may be rescheduled or canceled in accordance with the Brown Act. The Director of OCAC shall act as the Clerk of the Board for meeting rescheduling purposes.

**Article 6. Officers**

- Section 1. The officers shall consist of a Chairperson and Vice Chairperson. The elected Chairperson shall conduct the meetings. In the event that both the Chairperson and the Vice Chairperson are absent from the same committee meeting, the remaining Committee members present may appoint one of them to be the Chairperson for that meeting.
- Section 2. The elected Vice Chairperson shall conduct regular Committee meetings in the absence of the Chairperson, and do everything necessary to assist the Chairperson in related duties.
- Section 3. Elections for Chairperson and Vice Chairperson shall be conducted by the full Committee and shall occur in April of each year. The Chairperson shall call for nominations from the Committee members and the Chairperson will initiate a vote. A majority vote of the Committee members present is required for each candidate to be elected as Chairperson and Vice Chairperson. Once a member has served as Chairperson for two (2) consecutive years, the member may not serve as Chairperson again until after two (2) succeeding years have elapsed.

**Article 7. Oversight and Staffing**

- Section 1. The Director of OCAC will be the oversight authority of the Committee. The Director's, or his/her designee, attendance is required at every Committee meeting. The Director shall prepare and publish the Committee's agenda for each meeting.
- Section 2. The OCAC staff secretary will provide secretarial support to the Committee. The OCAC staff secretary shall call for attendance at the beginning of each meeting, keep the minutes, and perform other clerical duties as appropriate to the position. He/she shall retain the attendance records including the minutes.

BYLAWS  
ORANGE COUNTY ANIMAL CARE COMMUNITY OUTREACH COMMITTEE  
Revised March 28, 2017

**Article 8. Compensation**

Section 1. Committee members shall receive no compensation for their service.

**Article 9. Amendments, Review, Dissolution and Effective Date**

Section 1. This Committee will operate as established in 1981 by the Board of Supervisors Resolution Number 81-1082, revised in 1992 by the Board of Supervisors Resolution Number 92-178, revised in 2005 by the Board of Supervisors in Resolution Number 05-031, revised in 2012 by the Board of Supervisors in Resolution Number 12-042, revised in 2015 by the Board of Supervisors in Resolution Number 15-100, and revised in 2017 by the Board of Supervisors in Resolution Number 17-032.

Section 2. These Bylaws shall supersede all previous Bylaws and shall become effective on March 28, 2017, upon the approval of the Board of Supervisors.

Section 3. These Bylaws shall remain in effect until amended, revised or terminated by the Board of Supervisors.

Section 4. The Board of Supervisors may make amendments to the Bylaws at any time.

Section 5. This Committee can be terminated at any time, without cause, by action of the Board of Supervisors.



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## Community Outreach Team Goals

July 27, 2022

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### **Staff Report Summary:**

This report identifies the 2022 calendar year goals for OC Animal Care's Community Outreach Team. It includes goals for the Foster, Volunteer, Adoption Partner, and Public Education Programs.

### **Public Education Program**

1. Increase public engagement with OC Animal Care's social media platform presence
2. Engage in new professional partnerships and sponsorships to participate in events in the community aimed at promoting adoptions or OC Animal Care services
3. Update OC Animal Care's website to ensure information is accurate and easily located, and that layout of the website is intuitive
4. Conduct recorded or live online events such as "Ask an ACO" or other such events to promote educational information regarding animal welfare, responsible pet ownership, and OC Animal Care services

### **Foster Program**

1. Develop reports to help support the effective operation of the foster program
2. Develop structure to facilitate the placement of medical and senior dogs with foster caretakers
3. Develop standardized training for common foster needs such as bottle feeding of kittens. Make training available in an electronic format or determine another delivery method to increase accessibility for program participants

### **Volunteer Program**

1. Identify set volunteer opportunities to create a structured schedule for volunteer participation that coincides with shelter needs and maximizes the benefit of volunteer hours to animal guests at the OC Animal Care Shelter
2. Onboard additional volunteers within the newly implemented structured volunteer schedule
3. Identify and promote opportunities for internships in different OC Animal Care teams
4. Identify and develop methods of increased volunteer communication to promote information distribution, transparency, and a positive participant experience



## Adoption Partner Program

1. Identify increased opportunities for the transport of animals to other municipal shelters or humane organizations with available adopters in their local community.
2. Develop reports to track program success and to provide useful data for operational analysis in order to examine areas for improvement or increased efficiency
3. Standardize and/or automate manual processes associated with Rescue Track and other notices going out for animals in need of placement with rescue organizations

**Recommended Action:** The Committee receives and files the report.



### **Staff Report Summary:**

Highlights and Updates for following:

- Public Education Program
- Foster Program
- Volunteer Program
- Adoption Partner Program

### **Public Education Program**

The primary focus of our Public Education Outreach is to foster relationships with the areas we serve to effectively share valuable information regarding disaster preparedness, animal welfare, proper animal care, and responsible pet ownership. OC Animal Care recognizes the importance of providing essential resources to our community by attending events to provide information. We continue to enhance OC Animal Care's main website, Facebook, Twitter, and Instagram pages to make shelter announcements, promote education and adoption, community outreach, and animal safety.

### **Let's Paws**

We continued our bi-monthly Let's Paws campaign, helping educate the public on relevant animal-related pet safety tips. We posted timely information regarding various topics such as hot weather tips, coyote awareness, and what to do if you find kittens this kitten season.



## Coyote Awareness *Let's Paws*

**TIPS TO AVOID COYOTE ENCOUNTERS**

- Supervise domestic pets when outdoors, especially during early morning or evening hours.
- Feed your pets indoors.
- Keep your property maintained and free of areas that could serve as a den such as wood piles and thick brush.
- Store trash in covered heavy-duty containers.
- Utilize motion-activated lighting and sprinklers when possible.

**TIPS IF YOU ENCOUNTER A COYOTE**

- Make eye contact and be LOUD, yell or use tools to make noise.
- Wave your arms, stomp your feet and throw small sticks or small stones near the coyote but never at the coyote.
- Use an air-horn or whistle to startle the coyote.
- Follow-through and keep hazing until the coyote leaves the area, not just until it gives distance.
- Never haze a coyote when you are with small children or pets. Keep yourself between them and slowly back away. Don't turn your back on the coyote.
- If you would like to report your coyote encounter, visit [ucanr.edu/sites/CoyoteCatcher/](http://ucanr.edu/sites/CoyoteCatcher/)



ocpetinfo.com OC Animal Care Scan the QR code to view other helpful Let's Paws Tool!

## Hot Weather Pet Safety Tips

**Never Leave Your Pet in the Car**  
 Never leave your pet alone in a vehicle, even with the windows cracked; it only takes a few minutes for the temperature inside to reach 160 degrees. If you see an animal in a hot car, try to locate the owner or call 911!



**Watch out for Hot Pavement**  
 Don't leave your pet standing on the hot pavement and keep walks to a minimum. Remember, if it's too hot for bare feet, it's too hot for bare paws!



**Always Provide Water & Shade**  
 Bring your pet inside during the hot day and let them rest in a cool part of the house. Be sensitive to the needs of older, obese or short nosed dogs who are less tolerant of the heat and should be kept indoors in air-conditioning as much as possible.



**Limit Exercise**  
 Limit dog walks and exercise on hot days. Don't let playful pets overexert themselves in extremely warm weather. Exercise in the early morning and late evening to avoid the heat.



**Watch for Signs of Heatstroke**  
 Excessive panting, excessive drooling, high heart rate, discolored gums, mobility problems, high body temperature, vomiting and diarrhea. If your pet is experiencing these symptoms, contact your vet immediately!



## Social Media Insights

OC Animal Care's Facebook/ Twitter/ Instagram pages play an integral part in promoting our shelter pets for adoption and disseminating essential information to pet owners and the public. We continue to reach and engage tens of thousands of viewers on our social media platforms. Over this last quarter, we have focused on capturing the charming personalities of our animal guests to get them the attention they deserve, and hopefully placement with a forever family. We promoted some of our seniors during a "Senior Superlatives" week and continued our Pet of the Week campaign. See some photographs below of recent posts.





## Social Media Statistics (April-June)

- Our Facebook likes and follows have increased by 4.5%
- We have gained 735 new followers on Instagram
- Our “Summer PAW-rtly” adoption promotion post has reached about 9,000 people
- Our Foster Friday post about Jack, the three-legged puppy, gained the most likes at 900 likes
- Our Instagram following is 15,929 and our Facebook Following is 27,641

## Community Events and Partnerships

This quarter, we had the pleasure of coordinating with the Los Angeles Chargers and took eight of our dogs to participate in a promotional photoshoot and some of our pups were promoted in the LA Chargers Doggy Draft. We also partnered with Plaven Elementary where the 2<sup>nd</sup> grade class used a writing lesson to write dog bios and draw pictures for each of our available dogs, helping showcase the dogs’ fun personalities for patrons in our lobby to see. Some photographs from these events are below:



Pearl

Pearl is an amazing dog! Pearl is a girl. Pearl is also is three years old. Pearl lives in Santa Ana. She is a Pit Bull. Pearl was found as a stray. She has been here since July 28 2021. Pearl loves to go on walks and play fetch. She also loves toys! Pearl loves humans and friendly children. She has the most infectious smile Pearl is in need of a home where she will be the only pet. Pearl would be a great pet because. She is loyal and affectionate with adults and children.

June 17, 2022





# OC Animal Care



ID # - AL430732

**BRIXTON**

AGE - 6 YRS GENDER - MALE

**DRAFT NOTES:**  
This sweet boy loves going on walks and spending time curled up right next to his best human friends all day long!

POSITION - TIGHT END

VERTICAL JUMP - 4.3" 40-YD DASH - 12




ID # - AL730221

**JOEY**

AGE - 10 WKS GENDER - MALE

**DRAFT NOTES:**  
POSITION - WATER BOY  
IN-TRAINING FOR - DEFENSIVE END



ID # - AL730443

**HEATH**

AGE - 5 YRS GENDER - MALE

**DRAFT NOTES:**  
Heath is a very happy boy who would be content playing fetch with his human friends all day long! Heath loves to snuggle, and he will always brighten any day with his cheerful personality.

POSITION - TIGHT END

VERTICAL JUMP - 5.4" 40-YD DASH - 15.2



ID # - AL730223

**KEENAN**

AGE - 10 WKS GENDER - MALE

**DRAFT NOTES:**  
POSITION - WATER BOY  
IN-TRAINING FOR - WIDE RECEIVER



We also participated in the following community events during this quarter:

<u>Date</u>	<u>Event</u>	<u>Location</u>
4/6/22	LA Chargers photoshoot	OC Animal Care Shelter
4/9/22	Pet Food Pantry	OC Animal Care Shelter
4/16/22	Volunteer Appreciation event	OC Animal Care Shelter
4/22/22	Coffee with Volunteers	OC Animal Care Shelter
4/23/22	Kitten Shower	OC Animal Care Shelter
4/29/22	Supervisor Chaffee's Fishing Derby	Ralph B. Clark Regional Park
4/29/22	South County Pet Expo	Lake Forest Sports Park
5/7/22	Pet Adoption Event at Woodbridge	Irvine
5/14/22	Pet Food Pantry & adoption event	OC Animal Care Shelter
5/21/22	Pack Walk	OC Animal Care Shelter



# OC Animal Care



<u>Date</u>	<u>Event</u>	<u>Location</u>
6/5/22	Irvine Adoption event	Irvine Shelter
6/10/22	Coffee with a Volunteer	OC Animal Care Shelter
6/11/22	Pet Food Pantry	OC Animal Care Shelter
6/13/22	Photos with LA Chargers	Costa Mesa
6/14/22	Heroes in Animal Care	Cypress Library
6/16/22	Heroes in Animal Care	Irvine
6/18/22	Pack Walk	OC Animal Care Shelter
6/25/22	Skechers Adoption Event	Santa Ana

## Pet Food Pantry

Our monthly Pet Food Pantry continues to be a vital community resource for pet owners in need. This quarter 75 volunteers contributed 300 hours to staging, directing traffic, giving great customer service to people in our community, taking stats, offering education opportunities, and handing out over 41,000 pounds of food to over 2,300 animals in need. We could never make this type of impact without this dedicated crew of people. The Pantry continues to grow bigger and bigger each month and the volunteer contribution is vital. We have collaborated with students from Garden Grove High School, Chapman University, and West Coast College seeking service hours.





## Foster Program

Animals are placed into foster homes for various reasons. They may be too young or too sick for adoption, they could be receiving treatment, or they need additional socialization. OC Animal Care's foster caretakers offer sanctuary for these animals in their homes, and provide around the clock care, comfort, and socialization until the pet is ready for adoption. The foster caretakers are a vital piece of the OC Animal Care family. This quarter, there has been a total of 863 animals in foster care. Our foster caretakers are saving lives!

## Kitten Shower

On April 23<sup>rd</sup>, the Foster Team hosted their annual Kitten Shower here at OC Animal Care. This year's event featured live bottle-feeding demos, training opportunities as well as an 'Ask an RVT' booth. Additionally, Chairman Chaffee of the Fourth District sponsored foster kits to the first 25 fosters who signed up to take kittens! The kits came complete with a hardtop cat carrier, milk, flea comb, heat source, miracle nipple, bottle etc. We had over 60 new and returning fosters attend the event, many of which were able to take kittens home that very day!





## Volunteer Program

This report summarizes this quarter's activities for OC Animal Care's Volunteer Program and includes contribution hours, program enhancements/opportunities, and volunteer participation. Volunteers contributed to exercising, grooming, handling, training/ socializing, and enriching available animals, as well as cleaning, laundry, socializing kittens in the nursery, and volunteering at our monthly Pet Food Pantry. This quarter 140 volunteers have provided 3,624 hours at the shelter. We look forward to identifying additional volunteer opportunities to benefit our animal guests and to beginning recruiting and onboarding new volunteers in the next quarter.

## Volunteer Appreciation Event

In April, we celebrated our volunteers in fine style, with beautiful raffle items, snacks, and decorations. We celebrated them to let them know how vital and appreciated their work here is to us. We heard from every corner of the shelter in a heartwarming "Thank you!" video.



## Pack Walk

Our May and June Pack Walks provided maximum enrichment for 17 shelter dogs and 17 volunteers. While not technically an adoption event, Pack Walk dogs do tend to get adopted. Out of our 17 participants, 12 have either gotten adopted or gone to rescue.



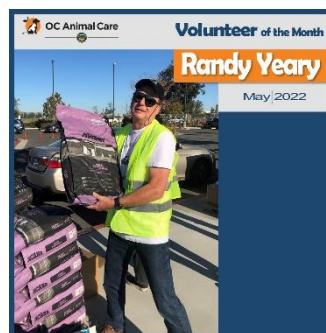


## Volunteer Coffee

Our volunteer coffee is a great way for volunteers and department managers to connect. This quarter's special guests included: Chief Susan Miller, who graciously fielded tons of questions and suggestions regarding Kennel protocols from our passionate volunteers. Our other guests were our new Veterinary Staff, Dr. Jones, Dr. Aran, and Dr. Chau. They were engaging and candid and it was our most highly attended Coffee to date!

## Volunteer of the Month

We continue to celebrate our volunteers' contributions by awarding Volunteer of the Month. Our Volunteers of the Month for:



## Adoption Partners Program

Through cooperative actions, the Adoption Partner Program seeks placement for animals which need rehabilitation or additional support to be successful in their forever home. This report also reviews steps being taken to increase and improve adoptions and communication between OC Animal Care and Adoption Partners.

## Transports/Multiple Pet Adoptions

This quarter we formed partnerships with two new rescue organizations that have been helping find forever homes for some of our larger dogs. We are so excited to work with these rescue organizations who want to give some of our dogs a new opportunity for adoption.

In May, we were once again able to partner with a municipal shelter in Idaho. The shelter took 15 of our dogs and helped facilitate a final transport of another dog to an Idaho based rescue group, who we have worked with in the past.



We are appreciative of the many caring people working together to help our animal guests find their forever homes. We thank our Animal Control Officer for willingly driving these pets more than 16 hours to Idaho and caring for all of them along the way. We love hearing all the happily ever after stories about our pets from these groups.

In June, we sent two large groups of kittens to a rescue adoption center in Washington. With the help of the rescue transport company that travels every two weeks giving pets with needs an additional opportunity for adoption. We hope to continue working with them during our busy kitten season.

Also, in June, we took in a large number of roosters and hens from an unforeseen situation. With the help of several partners and rescues we were able to place over 150 of them, who were able to find them the appropriate type of home. We are so thankful to everyone who helped get these birds placed very quickly.



## Partner Adoptions

This quarter, 842 animals (85 dogs, 438 cats, 309 exotic/other animals) were placed with non-profit rescue groups, local veterinarians, or with partnered municipal and/or humane organizations.





# OC Animal Care



## Shelter Medical Pets Program

We continue to use the Shelter Medical Pets Program to help injured pets that come into OC Animal Care. We continue to reach out to veterinarians and welcome their interest in participating. This quarter seven pets received outside medical treatment, and the estimate for care for those pets was \$7100.

With the help of the Noble Friends Foundation for OC Animal Care, private donations, and our wonderful participating surgeons who has given us generous discounts on surgeries, we have been able to help these pets get the specialized care they needed to increase their adoptability.



Pet Name	Procedure	Estimated Cost
Callisto	Fractured Pelvis/FHO	\$800
Siren	Amputate front leg / fracture repair hind leg	\$1,800
Jack	Car injuries /Amputate hind leg	\$2,000
Chloe	Large abdominal hernia repair	\$1,000
Dolores	Fractured Pelvis/FHO	\$500
Fleur	Fractured Pelvis/FHO	\$500
Snickers	Old badly healed fracture/ Amputation	\$500

## Success Story

We work with many different rescues who focus on special kinds of pets. Frosted Faces Foundation is an amazing group that helps senior pets, many that are reaching the end of their life journey. Their goal is to give them the best quality of life for the length of time they are with them. Their dedicated volunteers do everything they can to provide love and comfort to these special senior pets. They often contact us to help seniors in our care and with the help of transport volunteers they are able to take in some of our most fragile seniors. In May, they took in our sweet Nugget that had a very bad mass in his mouth. Frosted Faces Foundation rushed him to the vet and was able



# OC Animal Care



to have the mass removed to make him more comfortable. He then went to his foster home, and they loved him so much, they adopted him. Unfortunately, his time was too short, and he was only with them until July, but we know he received lots of love and was spoiled until his passing. It takes big hearts to take care of hospice pets over and over again, but we are so happy they can offer a loving end to these pets in need.



**Recommended Action:** The Committee receives and files the report.