



# COMMISSION MEETING AGENDA

## **Regular Commission Meeting**

November 28, 2022, 9:00 a.m. to 10:30 a.m.

Ventura County Animal Services  
600 Aviation Drive  
Camarillo, CA 93010  
[www.vcas.us](http://www.vcas.us)

**Chair:** VACANT

**Vice-Chair:** Suza Francina, City of Ojai

**Commissioners:** Supervisor Matt LaVere, County of Ventura; Susan Santangelo, City of Camarillo; Diane McCall, City of Fillmore; Chris Enegren, City of Moorpark; John Zaragoza, City of Oxnard; Steven Gama, City of Port Hueneme; Dee Dee Cavanaugh, City of Simi Valley; Jeanette Sanchez-Palacios, City of Ventura

**VCAS Staff:** Jackie Rose, Director of Animal Services; Donna Gillesby, Deputy Director of Animal Services; Phil Rarick, Administrative Services Director; Monica Rodriguez, Supervising Accounting Tech; Randy Friedman, Marketing Manager; Bryan Bray, Field Services Manager; Kim Flavin, Animal Care Manager; Carla Faulkner, Client Services Manager; Sandra Ropes, Recording Secretary

## **PUBLIC COMMENTS FOR VCAS COMMISSION MEETINGS**

**IN ACCORDANCE WITH GOVERNMENT CODE SECTION 54953(e)(1)(A) AND IN RESPONSE TO THE DECLARED STATE AND LOCAL EMERGENCIES DUE TO THE NOVEL CORONAVIRUS AND LOCAL HEALTH OFFICER RECOMMENDATION REGARDING SOCIAL DISTANCING, THE VENTURA COUNTY ANIMAL SERVICES' CONFERENCE ROOM IS CURRENTLY CLOSED TO THE PUBLIC. THE VCAS COMMISSION IS HOLDING MEETINGS ELECTRONICALLY WHICH ARE ACCESSIBLE ONLINE HERE AT [WWW.VCAS.US/VCAS-COMMISSION](http://WWW.VCAS.US/VCAS-COMMISSION).**

The following information is provided to help with understanding on how to follow and participate in the Commission meeting electronically.

Documents, including staff materials, comment emails and letters, photos, etc., distributed to the VCAS Commission regarding any agenda item during an open session or after the meeting concluded, are posted online, and made available for public inspection at [www.vcas.us/vcas-commission](http://www.vcas.us/vcas-commission). County staff attempts to redact personal contact information, other than the name, identified in written public comments before posting online but cannot guarantee all information will be redacted. Since these documents are public records and subject to disclosure, an unredacted version is made available when records are requested by a Public Records Act request. Please do not submit personal contact information you do not want made public.

Public Comments – Public comment is the opportunity for members of the public to participate in meetings by addressing the VCAS Commission in connection with one or more agenda or non-agenda items on subjects that are within the subject matter jurisdiction of the County.

### **Public comments may be provided using one of the following options:**

#### **Written Public Comments via E-Mail or Mail-in:**

If you wish to make a written comment on a specific agenda item by email or U.S. mail, please submit your comment no later than **12:00 p.m.** on the day prior to the VCAS Commission meeting to the Recording Secretary at [Sandra.ropes@ventura.org](mailto:Sandra.ropes@ventura.org) or mail to:

Ventura County Animal Services  
Sandra Ropes, Recording Secretary  
600 Aviation Drive  
Camarillo, CA 93010

Please indicate in the Subject Line the Agenda item number (e.g., Item No. 9) on which you are commenting. Your email or written comment will be distributed to the VCAS Commission and placed into the item's record of the Commission meeting.

**Comment using Zoom Video:**

If you would like to provide a verbal comment via video during the meeting, click on the meeting link below. Requests to make live public comments on an agenda item will be accepted until the public comment period for each agenda item is complete. If you wish to make comments, you must be connected to the meeting via Zoom **prior to the close of the public comment period.**

During the meeting, click on the link below, and a clerk will connect you to the Meeting. You will not be able to see or hear the meeting. We suggest you follow the meeting live at [www.YouTube.com/VCAAnimalServices](http://www.YouTube.com/VCAAnimalServices) so you are fully prepared to provide to provide public comment. Please review the below instructions for how to connect during the meeting.

**Comment Using Zoom via Phone:**

If you would like to provide a verbal comment via telephone during the meeting, call the phone number listed below and enter the Meeting ID#. Requests to make live public comment on an agenda item will be accepted until the public comment period for each agenda item is complete. If you wish to make comments, you must be called into the meeting **prior to the close of the public comment period.**

During the meeting, call the phone number listed below, enter the Meeting ID# and the clerk will connect you to the Meeting room when you are prompted to provide public comment. Please review the instructions below on how to connect during the meeting.

- Raise Hand: When asked to raise your hand, press \* then 9 on your telephone keypad to raise your hand.
- Unmute: When called on, press \* then 6 on your telephone keypad to unmute yourself.

County staff are unable to provide technical assistance if you experience any issues.

## CONNECT DURING THE MEETING

Observe the meeting **LIVE** at [www.YouTube.com/VCAAnimalServices](http://www.YouTube.com/VCAAnimalServices)

Provide Public Comments via Zoom:

**MEETING LINK:** <https://us06web.zoom.us/j/4631046010>

**MEETING ID:** 463 104 6010

Participate and Provide Public Comment via Telephone:

Call: **(253) 215-8782**

Enter the Meeting ID above followed by # when prompted.

Press # to continue when prompted.

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. PLEDGE OF ALLEGIANCE**
- 4. REVIEW/ REORDERING OF THE AGENDA**
- 5. CONSENT CALENDAR** *5 minutes. Roll Call vote on items indicated.*

All items on the consent calendar are expected to be non-controversial and will be enacted by one motion. There will be no separate discussion of these items. If discussion is required, that item will be removed from the Consent Calendar. Items removed from the Consent Calendar will be discussed after the balance of the Consent Calendar has been approved and before the beginning of Business Items. The Consent Calendar will be voted on and approved by roll call vote.

- A. Consider approval of the minutes of the regular Ventura County Animal Services Commission meeting of May 12, 2022

RECOMMENDATION: Approve minutes of the regular Ventura County Animal Services Commission meeting of May 12, 2022.

**6. PRESENTATIONS, PROCLAMATIONS AND COMMENDATIONS** *5 minutes*

- A. Moment of Silence in Memory of Carmen Ramirez
- B. VCAS Memorial Service for Carmen Ramirez

**7. PUBLIC COMMENTS** *15 minutes*

Citizen presentations regarding VCAS related matters NOT appearing on this agenda. (See Guidelines above)

**8. BUSINESS ITEMS** *30 minutes*

- A. Approve Quarterly Resolution Version 2 Regarding Assembly Bill 361  
VCAS Staff: Jackie Rose, Director

RECOMMENDATION: Approve Resolution.  
Time allotted: 5 minutes

- B. Approve VCAS Commission Meeting Dates for 2023  
VCAS Staff: Jackie Rose, Director  
City Staff: N/A

RECOMMENDATION: Approve VCAS Commission Meeting Dates.  
Time allotted: 5 minutes

- C. Receive Update/Presentation on New Animal Services Shelter  
VCAS Staff: Jackie Rose, Director

RECOMMENDATION: Receive update.  
Time allotted: 20 minutes

**9. DIRECTOR'S REPORT** *20 minutes*

**10. COMMISSIONER COMMENTS** *5 minutes*

**11. ADJOURNMENT - Next meeting: February 16, 2023 at 9:00 a.m.**