



COMMISSION MEETING AGENDA

Regular Commission Meeting

November 21, 2024, 9:00 a.m. to 10:30 a.m.

Ventura County Animal Services
VCAS Classroom
600 Aviation Drive
Camarillo, CA 93010

www.vcas.us

Chair: Vacant

Vice-Chair: Dee Dee Cavanaugh, City of Simi Valley

Commissioners: Matt LaVere, County of Ventura Board of Supervisors; Suza Francina, City of Ojai; John Zaragoza, City of Oxnard; Mark Austin, City of Fillmore; Rene Delgado, City of Moorpark; Tony Trembley, City of Camarillo; Steven Gama, City of Port Hueneme; Vacant, City of Ventura.

Staff: Esteban Rodriguez, Director of Animal Services; Donna Gillesby, Deputy Director of Animal Services; Phil Rarick, VCAS Administrative Services Director; Sandra Ropes, Recording Secretary.

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **PLEDGE OF ALLEGIANCE**
4. **REVIEW/ REORDERING OF THE AGENDA** *5 minutes*
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 16, 2024

RECOMMENDATION: Approve minutes of the regular Ventura County Animal Services Commission meeting of May 16, 2024.

6. **PRESENTATIONS, PROCLAMATIONS AND COMMENDATIONS** *5 minutes*
7. **PUBLIC COMMENTS** *20 minutes*

VCAS Commission Meetings have transitioned back to in-person only.

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. Public comments by a member of the public at a single meeting are limited to **three (3) minutes** unless the time allotment is increased or decreased by the Chair depending on the number of speakers.

To maintain a public meeting environment conducive and welcoming to receiving public comments from all members of the public, the audience is discouraged from engaging in displays of support or opposition to staff reports or public comments, including clapping, yelling, booing, hissing, or cheering, that may create a disruptive environment for members of the public wishing to participate. Any person who disrupts or impedes the orderly conduct of a meeting will be instructed to cease the disruptive conduct. Failure to do so may result in that person being removed from the meeting.

If you would like to address the VCAS Commission with a public comment, please arrive 15 minutes prior to the start of the meeting. You must check in with the Recording Secretary of the Board to complete a Public Comment Card. Your name will be called during the public comment section of the agenda.

8. BUSINESS ITEMS *35 minutes*

A. Approve VCAS Commission Meeting Dates for 2025

VCAS Staff: Esteban Rodriguez, Director
City Staff: N/A

RECOMMENDATION: Approve VCAS Commission Meeting Dates.
Time allotted: 10 minutes

B. Receive Update on New Animal Services Shelter

VCAS Staff: Donna Gillesby, Deputy Director
City Staff: N/A

RECOMMENDATION: Receive Update.
Time allotted: 5 minutes

C. Receive Update on Docupet

VCAS Staff: Donna Gillesby, Deputy Director
City Staff: N/A

RECOMMENDATION: Receive Update.
Time allotted: 10 minutes

D. Receive Update on City Contracts

VCAS Staff: Phil Rarick, Administrative Services Director
City Staff: N/A

RECOMMENDATION: Receive Update.
Time allotted: 10 minutes

9. COMMISSIONER COMMENTS *10 minutes*

10. DIRECTOR'S REPORT *10 minutes*

11. ADJOURNMENT - Next meeting scheduled for: Thursday, February 20, 2025, at 9:00 a.m.