



## Monterey County Board of Supervisors

### Board Order

168 West Alisal Street,  
1st Floor  
Salinas, CA 93901  
831.755.5066  
www.co.monterey.ca.us

A motion was made by Supervisor John M. Phillips, seconded by Supervisor Jane Parker to:

#### Agreement No.: A-13774

- a. Approve and Authorize the Director of Health or Assistant Director of Health to execute Amendment No. 2 to the Memorandum of Agreement (MOA: A-13774) between the County of Monterey and the City of Salinas for Animal Control Services Administration Pilot Project for consolidation of shared Veterinary and Animal Care services for an increased amount of \$381,343 for a revised total amount not to exceed \$971,902 for the term of the MOA;
- b. Adopted Resolution No. 20-041 to Amend the FY 2019-20 Health Department Budget 001-4000-HEA001-8442 to add 1.0 FTE Animal Care Technician II and increase appropriations and estimated revenue in the amount of \$41,205 (4/5th vote required); and
- c. Direct the County Administrative Office to incorporate the approved positions in the FY 2019-20 Adopted Budget and the Human Resources Department to implement the changes in the Advantage HRM system.

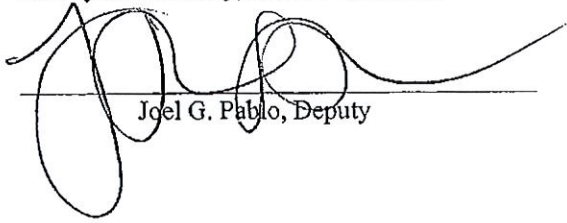
PASSED AND ADOPTED on this 25<sup>th</sup> day of February 2020, by roll call vote:

AYES: Supervisors Alejo, Phillips, Lopez and Parker  
NOES: None  
ABSENT: Supervisor Adams

I, Valerie Ralph, Clerk of the Board of Supervisors of the County of Monterey, State of California, hereby certify that the foregoing is a true copy of an original order of said Board of Supervisors duly made and entered in the minutes thereof of Minute Book 82 for the meeting February 25, 2020.

Dated: February 25, 2020  
File ID: RES 20-015  
Agenda Item No.: 16

Valerie Ralph, Clerk of the Board of Supervisors  
County of Monterey, State of California



Joel G. Pablo, Deputy

*Before the Board of Supervisors in and for the  
County of Monterey, State of California*

**Resolution No.: 20-041**

- Adopted Resolution No. 20-041: )
- a. Approve and Authorize the Director of Health or Assistant Director of Health to )  
 execute Amendment No. 2 to the Memorandum of Agreement (MOA: A-13774) )  
 between the County of Monterey and the City of Salinas for Animal Control Services )  
 Administration Pilot Project for consolidation of shared Veterinary and Animal Care )  
 services for an increased amount of \$381,343 for a revised total amount not to exceed )  
 \$971,902 for the term of the MOA; )
  - b. Adopt a resolution to Amend the FY 2019-20 Health Department Budget 001-4000- )  
 HEA001-8442 to add 1.0 FTE Animal Care Technician II and increase appropriations )  
 and estimated revenue in the amount of \$41,205 (4/5<sup>th</sup> vote required); and )
  - c. Direct the County Administrative Office to incorporate the approved positions in the )  
 FY 2019-20 Adopted Budget and the Human Resources Department to implement the )  
 changes in the Advantage HRM system..... )

WHEREAS, the Department of Health requests to amend the Fiscal Year 2019-20 Health Department adopted budget to create a new 1.0 FTE Animal Care Technician II within the Animal Services budget 001-4000-HEA001-8442;

WHEREAS, the request to allocate this position is consistent with an approved Request to Classify reviewed by Human Resources; and

WHEREAS, on November 7, 2017 County and City entered into a Memorandum of Agreement (MOA) with the City of Salinas for Animal Control Services Administration Pilot Project; and

WHEREAS, the allocation of this classification will permit and provide for the appropriate level of classification within Animal Services operations to provide appropriate operational efficiencies and accomplish programmatic goals and facilitate the Board's goal to align these types of services with the City of Salinas; and.

WHEREAS, this position will be funded 100% by revenues derived from the MOA between the City and the County;

NOW, THEREFORE, the Monterey County Board of Supervisors hereby resolved to approve the following:

- a) Approve and Authorize the Director of Health or Assistant Director of Health to execute Amendment No. 2 to the Memorandum of Agreement (MOA: A-13774) between the County of Monterey and the City of Salinas for Animal Control Services Administration Pilot Project for consolidation of shared Veterinary and Animal Care services for an increased amount of \$381,343 for a revised total amount not to exceed \$971,902 for the term of the MOA;
- b) Adopted Resolution No. 20-041 to Amend the FY 2019-20 Health Department Budget 001-4000-HEA001-8442 to add 1.0 FTE Animal Care Technician II and increase appropriations and estimated revenue in the amount of \$41,205 (4/5<sup>th</sup> vote required); and

c) Direct the County Administrative Office to incorporate the approved positions in the FY 2019-20 Adopted Budget and the Human Resources Department to implement the changes in the Advantage HRM system.

PASSED AND ADOPTED on this 25<sup>th</sup> day of February 2020, by roll call vote:

AYES: Supervisors Alejo, Phillips, Lopez and Parker

NOES: None

ABSENT: Supervisor Adams

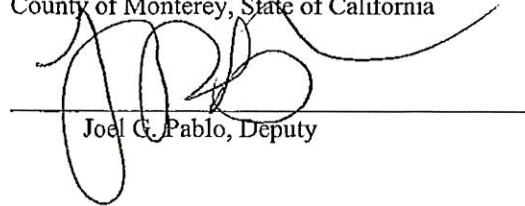
I, Valerie Ralph, Clerk of the Board of Supervisors of the County of Monterey, State of California, hereby certify that the foregoing is a true copy of an original order of said Board of Supervisors duly made and entered in the minutes thereof of Minute Book 82 for the meeting February 25, 2020.

Dated: February 25, 2020

File ID: RES 20-015

Agenda Item No.: 16

Valerie Ralph, Clerk of the Board of Supervisors  
County of Monterey, State of California



Joel G. Pablo, Deputy



# Monterey County

Board of Supervisors  
Chambers  
168 W. Alisal St., 1st Floor  
Salinas, CA 93901

## Board Report

Legistar File Number: RES 20-015

February 25, 2020

Introduced: 2/4/2020

Version: 1

Current Status: Agenda Ready

Matter Type: BoS Resolution

- a. Approve and Authorize the Director of Health or Assistant Director of Health to execute Amendment No. 2 to the Memorandum of Agreement (MOA: A-13774) between the County of Monterey and the City of Salinas for Animal Control Services Administration Pilot Project for consolidation of shared Veterinary and Animal Care services for an increased amount of \$381,343 for a revised total amount not to exceed \$971,902 for the term of the MOA;
- b. Adopt a resolution to Amend the FY 2019-20 Health Department Budget 001-4000-HEA001-8442 to add 1.0 FTE Animal Care Technician II and increase appropriations and estimated revenue in the amount of \$41,205 (4/5th vote required); and
- c. Direct the County Administrative Office to incorporate the approved positions in the FY 2019-20 Adopted Budget and the Human Resources Department to implement the changes in the Advantage HRM system.

### RECOMMENDATION:

It is recommended that the Board of Supervisors:

- a. Approve and Authorize the Director of Health or Assistant Director of Health to execute Amendment No. 2 to the Memorandum of Agreement (MOA: A-13774) between the County of Monterey and the City of Salinas for Animal Control Services Administration Pilot Project for consolidation of shared Veterinary and Animal Care services for an increased amount of \$381,343 for a revised total amount not to exceed \$971,902 for the term of the MOA;
- b. Adopt a resolution to Amend the FY 2019-20 Health Department Budget 001-4000-HEA001-8442 to add 1.0 FTE Animal Care Technician II and increase appropriations and estimated revenue in the amount of \$41,205 (4/5th vote required); and
- c. Direct the County Administrative Office to incorporate the approved positions in the FY 2019-20 Adopted Budget and the Human Resources Department to implement the changes in the Advantage HRM system.

### SUMMARY:

In November of 2017, the City of Salinas City Council and Board of Supervisors approved a MOA for a shared Animal Services Administrator (Administrator) position to review options for consolidated animal services between the two entities. In May 2018, this position was filled. In April 2019, the Administrator recommended that the City of Salinas (City) and County of Monterey (County) proceed as outlined in the 2015 Management Partners report with an incremental approach to consolidation of services as a precursor to establishing a new animal services entity under a new governance structure such as a JPA. This incremental approach includes the following phases with approximate timelines:

1. Pilot Project MOA Animal Services Administrator- approved November 2017
2. Pilot Project MOA Amendment #1 - approved April 2, 2019
3. Pilot Project MOA Amendment #2 - Further sharing of services between two entities -

Summer 2019- for consideration on January 28th, 2020.

4. New Governance Structure - January 2021

5. Capital Campaign to bring new entity under one structure - 2021-2022

DISCUSSION:

The Health Department seeks approval for executing Amendment No. 2 to the MOA (item #3 in the summary section of this report) which will add funding for 0.5 FTE Veterinarian, 0.5 FTE Registered Veterinary Technician and 1.0 FTE Animal Care Technician II all being funded by the City of Salinas. However, only the 1.0 FTE Animal Care Technician II position is being added to the budget, as the 0.5 FTE Veterinarian and 0.5 FTE Registered Vet Technician positions are currently in the budget.

The Veterinarian will continue to report directly to the Administrator and provide oversight of the spay/neuter clinic as well overall veterinary medical services for both facilities. Similarly, the Registered Veterinary Technician, will continue to report to the Animal Services Supervisor at the Monterey County Animal Shelter (MCAS), and will continue to support the Veterinarian in medical duties for both facilities.

Increasing the veterinary services between both facilities will serve to improve and align current veterinary medical protocols, increase spay/neuter surgery availability as well as provide some public spay/neuter services.

The Animal Care Technician II will report to the Animal Services Supervisor that is assigned to oversee Salinas Animal Services and, as indicated before, will be funded 100% by the City of Salinas. This position will provide daily care to the animals housed at Salinas Animal Services following appropriate policies and procedures. Since the County already has budgeted 1.0 Veterinarian and Registered Veterinarian Technician, this report is only asking for authority to add the Animal Care Technician II position.

Next steps in the consolidation of Animal Services will be to finalize the establishment of one Advisory Committee for Animal Services and discuss the new governance structure of a single, joint entity. On April 2, 2019 the Board approved the Administrator to prepare a proposal and timeline for consolidation of the Animal Services Advisory Boards by April 30th, 2019. That proposal was approved by the Animal Services Ad Hoc Committee and, while the timeline has been slow, language to create such a joint board is currently in draft with Animal Services Administrator and assigned County Counsel and it will go into effect early 2020.

After approval of this MOA No.2, the Administrator and Health Department staff will meet with City of Salinas to discuss the next steps towards a consolidated governance structure to be effective by June 30, 2020.

While this work is not directly in support of a Monterey County Health Department 2018-2022 strategic initiative, it is in support of one of the ten essential public health services, specifically: 4. Mobilize community partnerships and action to identify and solve health problems, and 6. Enforce laws and regulations that protect health and ensure safety.

OTHER AGENCY INVOLVEMENT:

The City of Salinas City Manager's office has reviewed and approved Amendment No. 2 to MOA, A-13774 and the amendment will be presented to the Salinas City Council for consideration on or around February 25, 2020. The Human Resources Department has reviewed and approved the Request to Classify for the new Animal Care Technician II.

FINANCING:

There is no impact to the County General Fund approving Amendment No. 2. Amendment No. 2 increases MOA by \$381,343 for a revised total of \$971,902 for term of the MOA. The City's proportional share of the total MOA amount is \$434,614. The County's proportional share is \$346,618. The increase in costs associated with this amendment are funded 100% by the City.


BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

Mark a check to the related Board of Supervisors Strategic Initiatives

- Economic Development- Through collaboration, strengthen economic development to ensure a diversified and healthy economy
- Administration- Promote an organization that practices efficient and effective resource management and is recognized
- Health & Human Services- Improve health and quality of life through County supported policies, programs, and services; promoting access to equitable opportunities for healthy choices and healthy environments in collaboration with communities.
- Infrastructure- Plan and develop a sustainable, physical infrastructure that improves the quality of life for County residents and supports economic development results.
- Public Safety- Create a safe environment for people to achieve their potential, leading businesses and communities to thrive and grow by reducing violent crimes as well as crimes in general.

Prepared by: Cindy Burnham, Animal Services Administrator, 755-8796

Approved by:

 Date: 02/13/2020  
Elsa Jimenez, Director of Health, 755-4526

- Attachments:
- Amendment No. 2 is on file with the Clerk of the Board
  - Amendment No. 1 is on file with the Clerk of the Board
  - Agreement is on file with the Clerk of the Board
  - Resolution is on file with the Clerk of the Board