



County of Monterey

Item No.

Board Report

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

Legistar File Number: A 25-266

July 08, 2025

Introduced: 6/11/2025

Current Status: Health Department -
Consent

Version: 1

Matter Type: BoS Agreement

Approve and authorize the Board of Supervisor Chair or designee to execute a Memorandum of Agreement with Hitchcock Road Animal Services Agency setting forth the County's responsibilities with respect to the Agency as Administering Agency of the Joint Powers Authority.

RECOMMENDATION:

It is recommended that the County of Monterey Board of Supervisors:
Approve and authorize the Board of Supervisor Chair or designee to execute a Memorandum of Agreement with Hitchcock Road Animal Services Agency setting forth the County's responsibilities with respect to the Agency as Administering Agency of the Joint Powers Authority.

SUMMARY/DISCUSSION:

In its formation document, the Joint Exercise of Powers Agreement establishing the Hitchcock Road Animal Services Joint Powers Authority (JPA), effective January 1, 2023, the two founding parties, the County and the City of Salinas, generally set forth their respective roles in managing the JPA. The Agreement, however, has gaps with respect to some of the County's duties to the JPA as its administering agency under Joint Powers Authority law (Gov. Code, § 6500, et seq.)

To fill these gaps and more clearly define the County's role, Counsel drafted a Memorandum of Agreement (MOA). Once adopted and executed by both the County and the JPA, this will provide clarity and direction to the County departments responsible for services to be provided to the JPA. Additionally, such an agreement is necessary for the JPA to acquire insurance.

In August 2024 and January 2025, a draft MOA was brought to the JPA Board for review and discussion. Further input from other entities including the Auditor Controller office and Risk Management has been considered and integrated into this revised version of the MOA.

On May 15, 2025, the JPA Board approved an MOA between the County of Monterey and the JPA Board to fill in the gaps and more clearly define the county's role in the JPA.

This work supports the County of Monterey Health Department's 2025-2028 Strategic Plan Goal(s):

1. Build Community Power and Partners' Capacity to Increase Equity and Improve Health. It also supports the following of the ten essential public health services, specifically: 6. Enforce laws and regulations that protect health and ensure safety.

OTHER AGENCY INVOLVEMENT:

The Office of County Counsel has reviewed and approved the MOA as to form.

FINANCING:

There will be no fiscal impact resulting from the approval of this action.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

Check 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 for responsiveness, strong customer orientation, accountability, and transparency.

☒ 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: Juanita Sanders, Management Analyst II, 755-5494

Reviewed by: Cindy Burnham, Animal Services Administrator, 769-8796

Approved by: Elsa Mendoza Jimenez, Director of Health Services, 755-4526

Attachments:

Board Report

Final MOA, executed by JPA Board Chair/Supervisor Church