



# Monterey County

168 West Alisal Street,  
1st Floor  
Salinas, CA 93901  
831.755.5066

## Board Report

Legistar File Number: A 17-028

February 07, 2017

**Introduced:** 1/31/2017

**Version:** 1

**Current Status:** Agenda Ready

**Matter Type:** BoS Agreement

- a. Approve and authorize the Director of Health to sign a Memorandum of Understanding with the City of Salinas to authorize the Animal Control Services Administration Pilot Project, including the County's contribution to funding of a joint Animal Services Administrator in the approximate amount of \$90,162; and
- b. Approve and amend the FY 16-17 Health Department's Animal Services Budget (4000-HEA001-8442) to increase appropriations and revenues by \$60,000 (4/5th vote required); and
- c. Approve and authorize the Auditor-Controller to amend the FY 16-17 Health Department's Animal Services Budget (4000-HEA001-8442) to reflect the changes in appropriations and revenues.

### RECOMMENDATION:

It is recommended that the Board of Supervisors:

- a. Approve and authorize the Director of Health to sign a Memorandum of Understanding with the City of Salinas to authorize the Animal Control Services Administration Pilot Project, including the County's contribution to funding of a joint Animal Services Administrator in the approximate amount of \$90,162; and
- b. Approve and amend the FY 16-17 Health Department's Animal Services Budget (4000-HEA001-8442) to increase appropriations and revenues by \$60,000 (4/5th vote required); and
- c. Approve and authorize the Auditor-Controller to amend the FY 16-17 Health Department's Animal Services Budget (4000-HEA001-8442) to reflect the changes in appropriations and revenues.

### SUMMARY/DISCUSSION:

The Monterey County Health Department's Animal Services Program is responsible for providing animal services in the unincorporated areas of Monterey County. It also operates an Animal Services Shelter located at 160 Hitchcock Road, Salinas, CA that offers an array of services, including but not limited to, shelter, veterinary, quarantine, and licensing services. The City of Salinas is responsible for providing animal services within the incorporated City; it operates an Animal Services Shelter located at 144 Hitchcock Road, Salinas, CA. Historically, both shelters have operated independently, under two Operations Managers; they also have a history of working in unison on special projects as necessary.

On August 25, 2015, the Board of Supervisors approved funding for a feasibility study to be conducted by Management Partners, after the departure of both shelter's Operations Managers. The purpose of the study was to identify if combining services, shelters and staffing under one operation could be a logistical alternative to the continuation of separate, similar programs. The study was to consider if combining City and County operations would enhance both the health and welfare of animals and the protection of the public health of the residents of Monterey

County and the City of Salinas.

On June 28, 2016, the Board of Supervisors received the findings of the feasibility study. These findings set forth four options:

- The sharing of one Operations Director for both programs.
- The sharing of one Operations Director and the consolidation of field services.
- The sharing of one Operations Director, consolidating field services, licensing and administrative services.
- The full consolidation of both programs under one City/County program.

After review of these options, the Board of Supervisors created an Ad Hoc County committee and directed it to continue discussions with the City of Salinas to explore the development of a joint powers authority (JPA) that would oversee consolidated animal services. Staff was directed to return to the Board of Supervisors with the results of these discussions and any recommended action for consideration and approval.

As a result of these discussions, staff has determined that the appropriate next step would be to enter into a Memorandum of Understanding (MOU) between the City of Salinas and the County to hire an Animal Services Administrator, on a pilot basis, who will oversee both City and County animal services programs in varying degrees. While the Animal Services Administrator will consult with the Monterey County Department of Health regarding the provision of animal services and will make recommendations regarding the same, the MOU provides that the County, through County Health Department management, retains supervision and control of County personnel. The Animal Services Administrator will be a City employee, with supervisory control over City of Salinas' employees only; he or she will provide a minimum of 16 hours per week of administrative services to County at the County Animal Shelter.

The MOU provides that the Animal Services Administrator will be paid approximately \$225,405 in salary and benefits over a 15-month term to begin on April 1, 2017. It further provides that the County is responsible for forty percent of the Animal Services Administrator's compensation, which is equal to approximately \$90,162 over the 15-month term of the MOU.

Staff believes this pilot effort will serve to better align City and County services, while discussions about the possibility of a JPA overseeing consolidated City and County animal services continue. The MOU establishes a process and schedule whereby the City will propose an operational implementation plan for additional shared animal services, with the possibility of a proposed JPA. The MOU expressly makes any future operational implementation plan, and any decision to proceed with the formation of a JPA, subject to prior Board approval. Staff recommends approval of the MOU and the necessary associated funding.

On January 24, 2017, staff requested that the Board of Supervisor approve the proposed MOU between the City of Salinas and County of Monterey for an Animal Services Administrator pilot project. The Board of Supervisors deferred approving the MOU to allow stakeholders to meet and discuss the MOU and requested that the MOU be brought back to the Board in two weeks after the stakeholder discussion meeting had been held.

On January 27, 2017, the Monterey County Animal Control Program Advisory Board (the

ACPAB), a County advisory committee, met to discuss the proposed MOU. After discussion regarding the role of the advisory board and the terms of the MOU, the ACPAB unanimously voted not to support the MOU.

As directed by the Board of Supervisors, the Director of the Monterey County Department of Health convened a stakeholder meeting on January 30, 2017 to receive comments and recommendations on the proposed MOU. Representatives from the Salinas and County animal advisory committees, the SPCA of Monterey County (the SPCA), SEIU, County Animal Services employees, the Ad Hoc Committee and general community were present. The stakeholders stated that they had not been invited to or allowed to participate in Ad Hoc Committee discussions and the City and County representatives indicated they would address this concern. Going forward, stakeholders will be integral to discussions about short and long term strategies to improve animal services for Monterey County and City of Salinas residents. Additionally, the Ad Hoc Committee will be expanded to include 1 -2 representatives from the City and County animal advisory committees, SEIU, and the SPCA each.

Regarding the MOU specifically, SEIU and the SPCA did not suggest any changes to the MOU as it was presented on January 24, 2017 to the Board of Supervisors. The ACPAB does not agree with the MOU insofar as it provides that the City of Salinas will hire the Animal Services Administrator.

OTHER AGENCY INVOLVEMENT:

County Counsel has reviewed the MOU as to form. The Office of the Auditor/Controller has reviewed and approved as to terms. The City of Salinas City Manager has reviewed and agreed to the MOU and will submit it to the Salinas City Council with a recommendation for approval; City Council approval is expected on January 24, 2017.

FINANCING:

The Health Department FY 2016-17 (4000-HEA001-8442) appropriations and revenues needs to be increased by \$60,000 to fulfill expectations of the proposed MOU and fund the County Animal Services Supervisor.

The Health Department's proportional share (40%) for Animal Services Administrator for FY 2016-17 is \$24,000 with the City of Salinas providing the remaining 60%. Although the County Animal Services Supervisor is authorized in the FY 2016-17 budget, it was left unfunded due to demands on authorized general fund for this budget unit. The anticipated costs to fill this position in FY 2016-17 are \$36,000. The projected costs of \$60,000 for FY 2016-17 will be funded with 1991 Health Realignment funds. There are sufficient revenues and appropriations in the FY 2016-17 Adopted Health Realignment (4000-HEA013-8424) Budget to cover this request.

The Department will include the anticipated cost for the Animal Services Administrator of \$72,000 and the County Animal Services Supervisor of \$101,000 in its FY 2017-18 Departmental budget requests as an augmentation for either 1991 Health Realignment or County General Fund depending on County allocation for Health Realignment funds.

Prepared by: Robin Kimball, Management Analyst I, 796-1297

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

Attachment:

MOU between the County of Monterey and the City of Salinas regarding the Animal Control Services Administration Pilot Project