

**SILICON VALLEY**  
**ANIMAL CONTROL AUTHORITY**

**AGENDA ITEM**

**Minutes of March 20, 2018**

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**RECOMMENDED MOTION**

That the minutes of the March 20, 2018, regular meeting of the Board of Directors of the Silicon Valley Animal Control Authority be approved as submitted in typewritten form.

**DOCUMENTS ATTACHED**

Minutes of March 20, 2018

**FISCAL IMPACT**

None

**SILICON VALLEY ANIMAL CONTROL AUTHORITY  
Board of Directors Meeting Minutes**

Tuesday, March 20, 2018

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**Call to Order**

The meeting was called to order at 8:30 a.m. on Tuesday, March 20, 2018, at the offices of Silicon Valley Animal Control Authority, 3370 Thomas Road, Santa Clara, California.

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**Attending**

Board Members attending the meeting were:

Individual	Representing
John McAlister, Chair	City of Mountain View
Teresa O'Neill, Vice-Chair	City of Santa Clara
Evert Wolsheimer	City of Monte Sereno
Rich Waterman	City of Campbell

Staff and consultants attending:

Individual	Representing
Dan Soszynski	Executive Director/Secretary
Heidi Springer	Executive Assistant
Diana Fazely	Deputy City Attorney, City of Santa Clara

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**Public Comment:** None

**Election of Chairperson and Vice-Chairperson**

*Motion made (E. Wolsheimer) and seconded (T. O'Neill) to nominate John McAlister as Chair of the Board of Directors. Motion passed unanimously.*

*Motion made (J. McAlister) and seconded (E. Wolsheimer) to nominate Teresa O'Neill as Vice-Chair of the Board of Directors. Motion passed unanimously.*

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**Presentations**

Board members presented an award to outgoing Board member Paul Resnikoff for his three years of service to the Board of Directors. Staff members Jennifer Mathers and Ashley Duong were presented with team member awards for their service to SVACA.

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## **Presentation by Laura Hawkins of the Wildlife Center of Silicon Valley**

Laura Hawkins, Executive Director gave a presentation on their 2017 intakes, animal care and outreach/education; WCSV requested a 2.9% (\$25,437 to \$26,175) increase for fiscal Year 2018-19.

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### **Consent Calendar**

***Motion made (T. O'Neill) and seconded (R. Waterman) to approve all items on the Consent Calendar. Motion passed unanimously.***

*AYES: John McAlister, Teresa O'Neill, Evert Wolsheimer and Rich Waterman*

*NOES: None*

*ABSENT: None*

Consent Calendar items approved without discussion were:

- That the minutes of the November 16, 2017, regular meeting of the Board of Directors of the Silicon Valley Animal Control Authority be approved as submitted in typewritten form.
  - That the Income & Expenses Budget vs. Actual---July 2017 through February 2018 and the Balance Sheet as of February 28, 2017 be received and filed.
  - That the statistics of SVACA activity be received and filed.
  - That the FY 2017-2018 Second Quarter Investment Report be received and filed.
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### **General Purpose Financial Statements FY 2016-2017**

Vikki Rodriguez with Maze & Associates gave a presentation of the audited FY 2016-2017 financial statements reviewing pension liabilities and expenses.

***Motion made (T. O'Neill) and seconded (R. Waterman) that the General Purpose Financial Statements for the period from July 1, 2016 to June 30, 2017 prepared by Maze & Associates be received and filed.***

*AYES: John McAlister, Teresa O'Neill, Evert Wolsheimer and Rich Waterman*

*NOES: None*

*ABSENT: None*

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### **Joint Exercise of Powers Agreement (JPA) and Rules of the Board**

No changes to the JPA were requested by the Board and none were required per legal counsel. The Rules of the Board discussion will be continued at the next Board meeting scheduled for Wednesday, May 23, 2018.

## **2017 Animal Statistics**

Staff reported that in 2017, SVACA saved 95% of our animals which is our best live release or save rate yet. 97% of dogs, 94% of cats and 100% of other animals were saved. Staff will post the statistics on [www.svaca.com](http://www.svaca.com) as required by the Maddie's Pet Adoption Days Grant agreement.

*Motion made (T. O'Neill) and seconded (R. Waterman) that the 2017 Annual Statistics be received and filed. Motion passed unanimously.*

*AYES: John McAlister, Teresa O'Neill, Evert Wolsheimer and Rich Waterman*

*NOES: None*

*ABSENT: None*

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## **Maddie's Fund Innovation Grant**

Staff announced receiving Maddie's Fund Innovation Grant in the amount of \$5,000; staff recommended using the funds to enhance our adoption habitats and possibly for medical or behavioral rehabilitation.

*Motion made (T.O'Neill) and seconded (E. Wolsheimer) that the Board accept the Maddie's Fund Innovation Grant. Motion passed unanimously.*

*AYES: John McAlister, Teresa O'Neill, Evert Wolsheimer and Rich Waterman*

*NOES: None*

*ABSENT: None*

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## **Amend Fees**

Staff reviewed the existing fee schedule and recommended increasing the Nonmember Agency Residents - Alter Female Cat fee from \$75.00 to \$95.00.

*Motion made (T. O'Neill) and seconded (R. Waterman) that Resolution 2018-1 Adopting the Silicon Valley Animal Control Fee Schedule be approved as presented. Motion passed unanimously.*

*AYES: John McAlister, Teresa O'Neill, Evert Wolsheimer and Rich Waterman*

*NOES: None*

*ABSENT: None*

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## **2018-19 Proposed Operating Budget**

Staff reviewed the proposed 2018-19 operating budget, the CalPERS Unfunded Liability, and long term center capital needs. The Board discussed options on how to fund the CalPERS Unfunded Liability of \$652,698 balance as of June 30, 2018. The CalPERS Unfunded Liability discussion will be continued at the next Board meeting scheduled for May 23, 2018.

*Motion made (T. O'Neill) and seconded (E. Wolsheimer) that the Fiscal Year 2018-19 Operating Budget be approved as presented. Motion passed unanimously.*

*AYES: John McAlister, Teresa O'Neill, Evert Wolsheimer and Rich Waterman*

*NOES: None*

*ABSENT: None*

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## **Performance Evaluation Process**

Staff will complete a self-review as has been done in the past and Board members will complete the recommended performance evaluation forms for the scheduled September 26, 2018 Board meeting.

*Motion made (T. O'Neill) and seconded (E. Wolsheimer) that the Board of Directors approve the proposed performance evaluation process for the Executive Director.*

*AYES: John McAlister, Teresa O'Neill, Evert Wolsheimer and Rich Waterman*

*NOES: None*

*ABSENT: None*

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## **Board Announcements and Reports**

Chair McAlister mentioned using the spay/neuter clinic for his dog "Yogi" and purchasing a three year license; everything went very well.

**Staff Reports:** None

***The meeting was adjourned at 10:19 a.m. to the next regular Board meeting to be held on Wednesday, May 23, 2018 at 8:30 a.m.***