

Sonoma County
Animal Services Partnership Meeting
 February 13, 2013
 Cypress Room, Finley Center

Present: Jennifer Kirchner, Ann Gillis, Nancy Walters, Brett Sackett, Paul Cayler, Nancy King, Brigid Wasson, Chris Spallino, Ellen Bauer, Jennifer Milligan, Kiska Icard, John Wise, Michael Parish, Mark Essick, Terri Mazzanti, Mickey Zeldes, Becky Lunders, Sara Tickler

Topic	Discussion	Action/Decision
Animal Services Partnership Structure		
Membership Expectation	<p>Sara Tickler/All The Membership Expectations document was distributed and reviewed. It was recommended that this document be revised as a Code of Conduct that would be presented, reviewed and agreed to at the Workgroup level. In particular, concern was raised that not all workgroup members are respecting the tenets of the Animal Services Partnership in their communications including social media and face-to-face communication within the community.</p> <p>It was also suggested that verbiage be added to the Partnership Application Form that includes expectations for collaborative communication among partners and informs all partners that failure to comply could lead to removal from the partnership.</p>	<ol style="list-style-type: none"> 1. Sara and Becky to edit the Member Expectations document for workgroup distribution as a Code of Conduct. 2. Becky to review and revise the Partnership Application form to include collaborative communication expectations that noncompliance could result in removal from the partnership.
Moving the Action Plan Forward	<p>Sara Tickler/All The ASP April meeting's agenda will include a discussion about how best to keep the action plan moving forward beyond the June meeting.</p> <p>The following points were made as members discussed opportunities and action items: Explore Opportunities to Increase Community Engagement All workgroups are doing some sort of community outreach in their work. The contact list from the Community Meeting in the fall was requested. It was suggested that the list become an ASP directory.</p> <p>Explore Opportunities to Increase Efficiencies and Improve Outcomes In preparation for the discussion about shared services, it was decided that a survey (based on the Yolo County Shared Services program) would go out to all ASP members. The data from</p>	<ol style="list-style-type: none"> 1. Sara will add this discussion to the April agenda. 2. Sandra is working on and will distribute the contact list, which will be distributed and available for directory input. 3. Kiska and Paul will work with Sara to draft survey. 4. Kiska will invite shelter group to the ASP April meeting to discuss collaboration.

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	<p>the survey will be presented at the April meeting.</p> <p>It was also suggested that the shelter group be invited to the ASP April meeting to discuss their work, how resources might leveraged and explore interests regarding shared services and/or facilities.</p>	
Current Opportunities for Collaboration	<p>Sara Tickler/All</p> <p>The following points were made during this discussion:</p> <ul style="list-style-type: none"> • The ASP could do something across jurisdictions in March e.g., announcements or presentations at city council meetings, department head briefings or during public comment. It was also suggested that something could be done under the council communications agenda item. • It was suggested that ASP members partake in a joint amnesty program where fees would be waived (similar to the one that the City of Rohnert Park does). 	<ol style="list-style-type: none"> 1. Talking points can be sent to cities through ASP members. 2. Ellen will follow up.
Workgroup Reports		
Animal Ordinance Review Workgroup	<p>Brigid Wasson</p> <p>This workgroup is making great progress. Brigid reported that the ordinance changes are almost ready to go to County Counsel for review. It is estimated that we should have that input by the end of February. Then, proposed document will be made available to the ASP both as a summary and in its entirety. The next step will be to have a public workshop to share the proposed changes with the general public. Brigid noted that much of the research points not as much to changes to the ordinance but rather changes in procedures, enforcement and/or fee structure. The workgroup has done a great job of gathering best practices and compiling supporting documents to support the changes.</p>	N/A
Communications & Outreach Workgroup	<p>Nancy King</p> <p>This workgroup reported on the work they are doing with a pro bono graphics designer. She is developing the look and feel of the collateral materials we will use for the Adopt Local campaign, and materials (often electronic materials) that will be available to partner shelters and rescue when we do campaigns. A Spring Fling campaign is in the works, which will run from April to May. Organizations can use the theme around whatever they are already doing and co-brand with the Adopt Local logo to give exposure to the collaborative efforts.</p>	N/A
Shared Data Systems	<p>Jennifer Milligan/John Wise</p> <p>This workgroup has released an RFP as a call for proposals for a shared data system. The</p>	<ol style="list-style-type: none"> 1. Ellen will develop a template and get input

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Workgroup	<p>proposals are due Feb 20th. If anyone on the ASP has any connections with people who might be interested in applying, please send the link to the proposal to them. After 2/20, the proposals will be screened and rated in hopes we will have some concrete numbers on what different data systems enhancements might cost. There is an interest in innovation so we can pull data as well as serve as a resource via the website.</p> <p>ASP discussion included the following points:</p> <ul style="list-style-type: none"> • Start with total bites and calls for services by April • Moving toward annual report • The report can be by jurisdiction and shelter • Include additional indicators about spay/neuter • Can compile calls for service pulled out by supervisory district (the county can provide these numbers) • A template could be developed and circulated for ASP member input 	from partnership
Spay/Neuter Workgroup	<p>Jennifer Kirschner</p> <p>This workgroup is in the middle of planning a Spay Day on Feb 22-24 at the Sonoma Humane Society. This is a collaborative effort between organizations to take care of the backlog of large dogs on the spay/neuter waiting list through VIP. It is estimated that volunteer vets, RVT's and vet assistants will take care of altering about 100 dogs over the three-day event. The group aims to clear the waiting list with this event so people in Sonoma County don't have to wait months to get their dog altered. Volunteers are still needed for this event. Contact Jennifer if you can help.</p> <p>ASP discussion included the following points:</p> <ul style="list-style-type: none"> • Veterinarians who are local should be to provide adequate follow up care. • Veterinarians want to establish relationships with some of these clients. • A handout should be provided with the baseline quality of care for responsible pet ownership. 	N/A