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# MEMORANDUM

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Date: February 29, 2016

To: The Honorable Chair and Members  
Pima County Board of Supervisors

From: C.H. Huckelberry  
County Administrator

A handwritten signature in dark ink, appearing to be "CHH", is written over the printed name "C.H. Huckelberry".

Re: **Changes to the Pima Animal Care Advisory Committee**

As you know, several years ago, Pima County began a transition in the provision of animal care services from primarily one of animal control to one of a more humane and community response in the treatment of animals. This has resulted in a number of changes, modifications, and voter approval of County bonds to improve conditions and care for animals under the purview of the Pima County Animal Care Center (PACC). The mission and function of the Pima Animal Care Advisory Committee (Advisory Committee) has also changed over time.

The attached February 25, 2016 memorandum from Deputy County Administrator Jan Leshar indicates proposed structural changes in the Advisory Committee to move from its past structure to the new service model that increases stakeholder representation from partner jurisdictions, as well as enhances nonprofit organization participation in the mission of PACC.

The current Advisory Committee has served well and guided the County through several decades of growth and change. I believe that in order to move animal care services to the next level of performance, a restructured, modified and modernized Advisory Committee is appropriate.

I fully agree with the recommendations that have been made, as well as the action of the present Advisory Committee. These deliberations were obviously difficult and reflective of the potential new duties. The Advisory Committee met twice and considered and approved the amendments in its February 24, 2016 meeting. I believe modifying the Advisory Committee as recommended will position the County to move to the next level of the animal care philosophy the community has accepted and expects of the County.

Hence, I would recommend the amendments as proposed.

CHH/lab

Attachment

c: Jan Leshar, Deputy County Administrator for Community and Health Services




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# MEMORANDUM

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Date: February 25, 2016

To: C.H. Huckelberry  
County Administrator

From: Jan Leshner   
Deputy County Administrator  
for Community and Health Services

**Re: Proposed Change to Pima Animal Care Center Advisory Committee**

## Introduction

At its March 15, 2016 meeting the Board of Supervisors will consider proposed amendments to Pima County Code 6.04.100, which establishes the powers and duties of the Pima Animal Care Center Advisory Committee (Advisory Committee). These proposed amendments are recommended by staff of Pima Animal Care Center (PACC), the Health Department, and the majority of the current the Advisory Committee.

## Background

Pima County Code 6.04.100 establishes the Pima County Animal Care Advisory Committee, which was originally formed over 30 years ago. In the last five years, Pima County's care of animals has evolved from an operation heavily reliant on the euthanasia of sick, injured, and aggressive animals to the current humane center that serves our community. The most significant steps forward have been made possible with the guidance of Advisory Committee and the strategic investment of the Board of Supervisors in enhancing the capacity and infrastructure of PACC. As we continue to modernize and improve our operations, and prepare to move into the new facility, it is appropriate to revisit and review the structure and function of the Advisory Committee to ensure that it, too, is reflective of the community.

## Discussion

The current Advisory Committee has served admirably during the challenging 30 plus years of growth and transition but in order to continue to provide critical advice it is recommended that it be modified to include additional representatives. The Advisory Committee was originally made up of representatives of animal welfare organizations, some of which are no longer in existence. During recent years it also has become increasingly important to include stakeholder representation from the partner jurisdictions with which Pima County has Intergovernmental

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Agreements, and more recently the non-profit organization that supports PACC. Finally, it is also important for the structure and function of this group to be consistent with that of other Pima County boards and commissions.

### **Purpose**

Minor amendments are proposed to 6.04.100 (A), which defines the purpose of the Advisory Committee, reiterating that the Committee is advisory to the Board of Supervisors and that it is to review and evaluate the general operations of PACC in order to make recommendations to the Board of Supervisors regarding general public health and safety and to ensure that the best practices and procedures for the control and welfare of animals are observed.

### **Membership**

The proposed ordinance modifies the membership of the Advisory Committee to include individual appointees representing each member of the Board of Supervisors and the Administrator, as well as other animal welfare stakeholders including more inclusive jurisdictional representation, the PACC Volunteer group, a practicing community veterinarian and a representative of Friends of PACC (our non-profit partner). The recommended amendments propose:

Southern Arizona Veterinary Medical Association	1
PACC Partners (jurisdictional partners)	1
Friends of PACC (nonprofit fundraising arm)	1
PACC Volunteer	1
Board of Supervisors	5
County Administrator	2

The proposed amendment provides for a method of random selection of terms of service designed to stagger Committee terms, which will allow for continuity.

It is proposed that the current membership transition to the new structure over the next two years allowing current members to provide continuity throughout the move to new membership. Eight (8) members' terms currently due to expire in 2016 and 2017 will expire June 30, 2016 and the remaining three (3) member's term will expire on June 30, 2018.

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<u>Members</u>	<u>Current Term Expiration</u>	<u>Proposed Term Expiration</u>
Barrick, Tamara	6/30/2017	6/30/2016
Emptage, Nancy	6/30/2019	6/30/2018
Hubbard, Pat	3/19/2017	6/30/2016
Jacobs, Pat	6/30/2018	6/30/2018
Kaluzniacki, Sophia	6/30/2016	6/30/2016
Marshall, Derek	6/30/2016	6/30/2016
Mendelsohn, Helen	6/30/2018	6/30/2018
Neuman, Jack	10/31/2016	6/30/2016
O'Donnell, Erin	6/30/2017	6/30/2016
Schwerin, Jane	6/30/2019	6/30/2018
Smith, Gail	5/31/2016	6/30/2016
Vacant (COT)	6/30/2017	6/30/2016

### **Responsibilities**

Several items that are listed as responsibilities of the Advisory Committee have been deemed be more appropriate for inclusion in the bylaws of the Advisory Committee and are therefore recommended for deletion. These include such requirements as selection of a chair and vice chair, establishment of bylaws and majority vote.

### **Action by the current Advisory Committee and the Board of Health**

The proposed amendments to the Ordinance were first considered by the Advisory Committee on December 17, 2015. The proposal was discussed at length and concerns were delineated, including a lack of sufficient animal welfare representation, the potential impact of the jurisdictional representative and an unclear understanding of the intent of County Health Department leadership in moving forward this ordinance. At the December meeting, the Advisory Committee voted against the proposed amendments and asked for additional time to study the issue.

The Committee again considered and ultimately approved the amendments at its January 19, 2016 meeting at which time staff articulated the need to keep pace with best practice initiatives and accountability improvements.

The Board of Health was briefed on the proposed ordinance amendments during their December 9, 2015 and January 27, 2016 meetings. At the meeting of February 24, 2016, the Board voted unanimously to recommend approval of the proposed ordinance amendments with the addition of a designated member of the Board of Health.

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Recommendation

The proposed amendments to Pima County Code 6.04.100 provide for broad, diversified and balanced advice to the Board of Supervisors and staff of PACC. I recommend approval of the amendments as proposed, with the addition of the representative of the Board of Health.

JKL/dr

c: Dr. Francisco Garcia, Director, Health Department  
Marcy Flanagan, Deputy Director, Health Department  
Kim Janes, Chief of External Affairs, Pima Animal Care Center  
Justin Gallick, Director of Community Engagement, Pima Animal Care Center  
Jose Ocano, Director of Operations, Pima Animal Care Center