

SILICON VALLEY
ANIMAL CONTROL AUTHORITY

AGENDA ITEM

Minutes of September 26, 2018

RECOMMENDED MOTION

That the minutes of the September 26, 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 September 26, 2018

FISCAL IMPACT

None

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

Wednesday, September 26, 2018

Call to Order

The meeting was called to order at 8:38 a.m. on Wednesday, September 26, 2018, at the offices of Silicon Valley Animal Control Authority, 3370 Thomas Road, Santa Clara, California.

Attending

Board Members attending the meeting were:

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

Staff and consultants attending:

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

Absent: Chair John McAlister

Others Attending: Alan Wolf, TAC, City of Santa Clara and Jessica Nowaski, TAC, City of Mountain View.

Public Comment: None

Staff Anniversary Presentation

Board members presented Patrick Pedrotti with an anniversary award for his ten years of service to SVACA.

Consent Calendar

Motion made (E. Wolsheimer) and seconded (R. Waterman) to approve all items on the Consent Calendar. Motion passed unanimously.

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

NOES: None

ABSENT: John McAlister

Consent Calendar items approved without discussion were:

- That the minutes of the July 25, 2018, 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 2018 through August 2018 and the Balance Sheet as of August 31, 2018 be received and filed.
- That the FY 2017-2018 Fourth Quarter Investment Report be received and filed.

Annual Report of SVACA Activities and Accomplishments for FY 2017-18

Staff reported a 96% save rate which is the highest to date. SVACA also closed the fiscal year under the approved budget by 8.6% or \$192,443.

Motion made (R. Waterman) and seconded (E. Wolsheimer) that the Annual Report of Activities and Accomplishments for FY 2017-18 be received and filed.

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

NOES: None

ABSENT: John McAlister

Consideration of Staff Merit Compensation

Vice-Chair O'Neill directed staff to discuss and review the process with TAC representatives and recommend changes if desired. This item will be continued at the next Board meeting scheduled for Wednesday, November 14, 2018.

Medical Equipment Upgrade

Staff proposed the purchase of Digital X-Ray Equipment and Blood Chemistry Analyzer with Animal Assistance Funds at a cost not to exceed \$65,000.

Motion made (R. Waterman) and seconded (E. Wolsheimer) that the Board of Directors approves the purchase of digital x-ray equipment and blood chemistry analyzer with Animal Assistance Funds at a cost not to exceed \$65,000. Motion passed unanimously.

AYES: Teresa O'Neill, Evert Wolsheimer and Rich Waterman
NOES: None
ABSENT: John McAlister

Resolution Adopting an Investment Policy

SVACA adopts an Investment Policy each fiscal year.

Motion made (E. Wolsheimer) and seconded (R. Waterman) that the Board of Directors adopt Resolution No. 2018-3 establishing an Investment Policy.

AYES: Teresa O'Neill, Evert Wolsheimer and Rich Waterman
NOES: None
ABSENT: John McAlister

Purchasing Policy

Staff reported that the policy no longer included the requirement to report on the award of professional service contracts. Legal Counsel also reviewed and updated the proposed policy.

Motion made (R. Waterman) and seconded (E. Wolsheimer) that the Board of Directors adopt Resolution No. 2018-4 and the proposed Purchasing Policy. Motion passed unanimously.

AYES: Teresa O'Neill, Evert Wolsheimer and Rich Waterman
NOES: None
ABSENT: John McAlister

Board Announcements and Reports: Member Waterman and Vice-Chair O'Neill enjoyed the Pours for Paws event.

Staff Reports: Staff mentioned that the CalPERS Unfunded Liability item will be on the next Board agenda scheduled for Wednesday, November 14, 2018. Staff also gave an update on the possible new member inquiry from Palo Alto; council decided to go with Pets in Need for service.

End of Regular Session: 9:32 am
Begin Closed Session: 9:35 a.m.

A performance evaluation occurred for the Executive Director.

End Closed Session: 10:08 a.m.
Reconvene Regular Session: 10:10 a.m.

Vice-Chair O'Neill directed staff to return with Executive Director salary increase options for the Board to consider at the November meeting.

The meeting was adjourned at 10:12 a.m. to the next regular Board meeting to be held on Wednesday, November 14, 2018 at 8:30 a.m.