

SILICON VALLEY
ANIMAL CONTROL AUTHORITY

AGENDA ITEM

Minutes of November 14, 2018

RECOMMENDED MOTION

That the minutes of the November 14, 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 November 14, 2018

FISCAL IMPACT

None

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

Wednesday, November 14, 2018

Call to Order

The meeting was called to order at 8:33 a.m. on Wednesday, November 14, 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
John McAlister, Chair	City of Mountain View
Teresa O'Neill, Vice-Chair	City of Santa Clara
Rich Waterman	City of Campbell

Staff and consultants attending:

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

Absent: Evert Wolsheimer

Others Attending: Jessica Nowaski, TAC, Patty Kong, Director of Finance, City of Mountain View and Luis Martin, TAC, City of Santa Clara.

Public Comment: None

Consent Calendar

Motion made (T. O'Neill) and seconded (R. Waterman) to approve all items on the Consent Calendar except for item #7 Department Statistics. Motion passed unanimously.

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

NOES: None

ABSENT: Evert Wolsheimer

Consent Calendar items approved without discussion were:

- 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.
- That the Income & Expenses Budget vs. Actual---July 2018 through October 2018 and the Balance Sheet as of October 31, 2018 be received and filed.
- That the FY 2018-2019 First Quarter Investment Report be received and filed.
- That the 2019 meeting dates for the Board of Directors be approved as submitted.
- That the Board of Directors approve the disposal of a rescue vehicle by public auction as described in the purchasing policy.

Item Pulled from Consent Calendar:

Item # 7 Department Statistics

Chair McAlister requested the table titles be changed from 2019 to Fiscal Year 2018-2019 to better reflect the coverage time period.

Consideration of Staff Compensation

Staff met and discussed with the Finance Directors from each member agency; each member's salary process was reviewed. For 2019-20, staff will review all current salary ranges and ask the Board to consider approving policies for merit and longevity salary increases. Member O'Neill proposed establishing reserve policies, revising salary schedules and changing proposal language from merit to stipend.

Motion made (T. O'Neill) and seconded (R. Waterman) to work with Finance Directors, TAC and Human Resources from each member agency to review SVACA reserves, establish reserve policies, establish granting additional payroll policies pensionable to CalPERS and review current salary schedule. Motion passed unanimously.

Motion made (R. Waterman) and seconded (T. O'Neill) that the Board of Directors approve a one-time stipend from the 2017-18 operating budget surplus in the amount of 4.5% of payroll for all SVACA staff employed and active for the full year in 2017-18. Motion passed unanimously.

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

NOES: None

ABSENT: Evert Wolsheimer

CalPERS Unfunded Liability (UAL)

Staff briefly discussed meeting with Member Agency staff to review funding options, proposing paying half of the liability and agreeing that Mountain View is not responsible for the UAL liability (\$351,120) prior to becoming a SVACA member in 2012.

Motion made (T. O'Neill) and seconded (R. Waterman) that the Board of Directors fund 50% (\$319,601) of the projected CalPERS Unfunded Liability (UAL) with unrestricted reserve funds and agree that Mountain View is not responsible for the UAL liability (\$351,120) prior to becoming a SVACA member in 2012. Motion passed unanimously.

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

NOES: None

ABSENT: Evert Wolsheimer

Consideration of Executive Director Salary Increase

Chair McAlister requested this item be discussed in closed session. Item will be continued December 2018; staff will propose dates for next Board meeting and work with Attorney to determine necessary language to move to closed session.

Motion made (T. O'Neill) and seconded (R. Waterman) to continue this discussion in closed session in December 2018. Motion passed unanimously.

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

NOES: None

ABSENT: Evert Wolsheimer

Board Announcements and Reports: None

Staff Reports:

Staff announced the Home for the Holidays adoption special November 24, 2018 through December 30, 2018; adoptions are \$25 for animals 6 months or older.

The meeting was adjourned at 9:45 a.m. to the next regular Board meeting to be determined.