

SILICON VALLEY
ANIMAL CONTROL AUTHORITY

AGENDA ITEM

Minutes of September 27, 2023

RECOMMENDED MOTION

That the minutes of the September 27, 2023, 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 27, 2023

FISCAL IMPACT

None

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

Wednesday, September 27, 2023

Call to Order

The meeting was called to order at 8:30 a.m. on Wednesday, September 27, 2023, at the offices of Silicon Valley Animal Control Authority, 3370 Thomas Road, Santa Clara, California.

Attending

Board Members attending the meeting were:

Individual	Representing
Raj Chahal, Chair	City of Santa Clara
Anne Bybee, Vice-Chair	City of Campbell
Evert Wolsheimer	City of Monte Sereno
Emily Ramos	City of Mountain View

Staff and consultants attending:

Individual	Representing
Dan Soszynski	Executive Director/Secretary
Heidi Springer	Executive Assistant
Elizabeth Klotz	Assistant City Attorney

Public Comment: None

Consent Calendar

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

AYES: Raj Chahal, Anne Bybee, Evert Wolsheimer and Emily Ramos

NOES: None

ABSENT: None

Consent Calendar items approved without discussion were:

- That full reading of the resolutions and ordinances on the regular agenda of the Board of Directors of the Silicon Valley Animal Control Authority be waived.

- That the minutes of the March 22, 2023, 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 2023 through August 2023 and the Balance Sheet as of August 31, 2023 be received and filed.
- That the statistics of SVACA activity be received and filed.
- That the FY 2022-2023 Third Quarter Investment Report be received and filed.
- That the FY 2022-2023 Fourth Quarter Investment Report be received and filed.

Chair Chahal inquired about the Accounts Receivable amount of \$279,282.50 on the Balance Sheet; staff will follow up with Chair Chahal.

Resolution Adopting an Investment Policy

Chair Chahal suggested staff look at options to invest in Certificate of Deposits. Member Wolsheimer stated the City of Monte Sereno has invested in treasury bills through Wells Fargo.

Motion made (A. Bybee) and seconded (E. Ramos) that the Board of Directors adopt Resolution No. 2023-4 establishing an Investment Policy. Motion passed unanimously.

AYES: Raj Chahal, Anne Bybee, Evert Wolsheimer and Emily Ramos

NOES: None

ABSENT: None

Annual Report of SVACA Activities and Accomplishments for Fiscal Year 2022-23

Staff noted Live Release Rate of 99% and solid financial year with significant savings from personnel costs. Member Bybee stated that it has been challenging to recruit and hire people. Chair Chahal praised SVACA's healthy financial status and Live Release Rate.

Motion made (A. Bybee) and seconded (E. Wolsheimer) that the Annual Report of SVACA Activities and Accomplishments for Fiscal Year 2022-2023 be received and filed. Motion passed unanimously.

AYES: Raj Chahal, Anne Bybee, Evert Wolsheimer and Emily Ramos

NOES: None

ABSENT: None

Designation of labor representatives for negotiating compensation with Executive Director.

Motion made (A. Bybee) and seconded (E. Ramos) that each member of the current Board of Directors is designated as an agency labor representative for negotiating compensation with Executive Director, and will also substitute for previously identified from their respective Member Agencies.

AYES: Raj Chahal, Anne Bybee, Evert Wolsheimer and Emily Ramos

NOES: None

ABSENT: None

Adjournment Regular Session: 8:38 am

Begin Closed Session: 8:38 am

Conference with Labor Negotiators (Government Code §54957.6)

a. Agency designated representatives: Raj Chahal, Anne Bybee, Evert Wolsheimer and Emily Ramos

b. Unrepresented Employee: Executive Director

End Closed Session: 9:20 am

Reconvene Regular Session: 9:20 am

Consideration of Executive Director Salary Increase

Motion made (A. Bybee) and seconded (E. Ramos) that the Board of Directors approve a 4% salary increase for the Executive Director effective September 27, 2023. Motion passed unanimously.

AYES: Raj Chahal, Anne Bybee, Evert Wolsheimer and Emily Ramos

NOES: None

ABSENT: None

Board Announcements and Reports: None

Staff Reports: None

Chair Chahal will not be available for the November meeting, but noted the alternate is available.

The meeting was adjourned at 9:22 a.m. to the next regular Board meeting to be held on Wednesday, November 15, 2023 at 8:30 a.m.

AYES: Raj Chahal, Anne Bybee, Evert Wolsheimer and Emily Ramos

NOES: None

ABSENT: None