

SILICON VALLEY
ANIMAL CONTROL AUTHORITY

AGENDA ITEM

Minutes of January 24, 2024

RECOMMENDED MOTION

That the minutes of the January 24, 2024, 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 January 24, 2024

FISCAL IMPACT

None

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

Wednesday, January 24, 2024

Call to Order

The meeting was called to order at 8:32 a.m. on Wednesday, January 24, 2024, at the offices of Silicon Valley Animal Control Authority, 3370 Thomas Road, Santa Clara, California.

Attending

Board Members attending the meeting were:

Individual	Representing
Anne Bybee, Chair	City of Campbell
Evert Wolsheimer, Vice-Chair	City of Monte Sereno
Raj Chahal	City of Santa Clara
Lucas Ramirez	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

Chair Chahal asked Board members to introduce themselves.

Lucas Ramirez, City of Mountain View, Evert Wolsheimer, Mayor, City of Monte Sereno and Raj Chahal, City of Santa Clara.

Election of Chairperson and Vice-Chairperson

Motion made (L. Ramirez) and seconded (E. Wolsheimer) to postpone the Election of Chair and Vice-Chair until next board meeting in March. Motion passed unanimously.

Staff awards

The Board of Directors congratulated staff members Gina DeMartini, Janet Alexander and Hong Nguyen for their 2023 staff recognition award. Staff member Hong Nguyen was unable to attend.

Consent Calendar

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

AYES: Raj Chahal, Every Wolsheimer and Lucas Ramirez

NOES: None

ABSENT: Anne Bybee

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 September 27, 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 December 2023 and the Balance Sheet as of December 31, 2023 be received and filed.
- That the statistics of SVACA activity be received and filed.
- That the FY 2023-2024 Second Quarter Investment Report be received and filed.
- That the 2024 meeting dates of the Board of Directors be approved as submitted.

Chair Chahal complemented the financial stability of SVACA. Member Ramirez inquired about the July 24, 2024 meeting date.

General Purpose Financial Statements

Grace Zhang with Maze & Associates gave a presentation of the audited FY 2022-2023 financial statements.

Vice-Chair Wolsheimer inquired about the Internal Control portion of the audit. Grace explained that Internal Control is the focus; Maze & Associates includes the Memorandum on Internal Control and Required Communications with the final audit.

Motion made (E. Wolsheimer) and seconded (L. Ramirez) that the General-Purpose Financials Statements for the period of July 1, 2022 to June 30, 2023 prepared by Maze & Associates be received and filed. Motion passed unanimously.

AYES: Raj Chahal, Evert Wolsheimer and Lucas Ramirez
NOES: None
ABSENT: Anne Bybee

Board Announcements and Reports:

Member Ramirez proposed acquiring a professional facilitator for the annual Executive Director performance evaluation. This item will return at a future board meeting.

Reconsider item #2 Election of Chairperson and Vice-Chairperson.

Motion made (L. Ramirez) and seconded (E. Wolsheimer) to reconsider item #2 Election of Chair and Vice-Chairperson. Motion passed unanimously.

AYES: Raj Chahal, Evert Wolsheimer and Lucas Ramirez
NOES: None
ABSENT: None

Election of Chairperson and Vice-Chairperson

Motion made (E. Wolsheimer) and seconded (L. Ramirez) to nominate Anne Bybee as Chair of the Board of Directors. Motion passed unanimously.

Motion made (R. Chahal) and seconded (L. Ramirez) to nominate Evert Wolsheimer as Vice-Chair of the Board of Directors. Motion passed unanimously.

Staff Reports: None

The meeting was adjourned at 8:57 a.m. to the next regular Board meeting to be held on Wednesday, March 27, 2024 at 8:30 a.m.

AYES: Anne Bybee, Evert Wolsheimer, Raj Chahal and Lucas Ramirez
NOES: None
ABSENT: None