



**BOARD OF SUPERVISORS  
AGENDA LETTER**

**Agenda Number:**

**Clerk of the Board of Supervisors**  
105 E. Anapamu Street, Suite 407  
Santa Barbara, CA 93101  
(805) 568-2240

**Submitted on:**  
**(COB Stamp)**

**Department Name:** County Health  
**Department No.:** 041  
**Agenda Date:** August 26, 2025  
**Placement:** Administrative Agenda  
**Estimated Time:** N/A  
**Continued Item:** No  
**If Yes, date from:** N/A  
**Vote Required:** 4/5

**TO:** Board of Supervisors  
**FROM:** Mouhanad Hammami, Director, County Health Department  
Contact: Sarah Aguilar, Animal Services Director  
**SUBJECT:** **Memorandum of Understanding (MOU) with the City of Santa Maria Fire Department for installation and service of public microchip scanning stations by Animal Services.**

Signed by:  
*Mouhanad Hammami*  
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**County Counsel Concurrence**

As to form: Yes

**Other Concurrence:** Risk Management, CEO Budget

As to form: Yes

**Auditor-Controller Concurrence**

As to form: Yes

**Recommended Actions:**

That the Board of Supervisors:

- a) Acknowledge an in-kind donation to Santa Barbara County Animal Services from the Santa Barbara County Animal Care Foundation of twenty (20) microchip scanners, utility boxes, and hardware for the building of microchip scanning stations;
- b) Approve budget revision request No. 0010713 (Attachment A) for the value of the microchip scanners, utility boxes and hardware for the building of microchip scanning stations of \$5,700;
- c) Approve and authorize the Chair of the Board to execute a MOU between the City of Santa Maria Fire Department and Santa Barbara County Animal Services for the purpose of installing no more than five (5) microchip scanning stations for the period of two years from the date the MOU is executed by the County; and
- d) Determine that the recommended actions are not a project within the meaning of California Environmental Quality Act (CEQA), pursuant to Section 158378(b)(5) of the CEQA Guidelines, because the actions are organizational or administrative activities of government that will not result in direct or indirect physical changes in the environment.

**Summary Text:**

This item is on the agenda to request the Board's acknowledgement of the acceptance of an in-kind donation from the Santa Barbara County Animal Care Foundation consisting of twenty (20) microchip scanners, utility boxes, and hardware to support the creation of microchip scanning stations throughout Santa Barbara County. These tools were funded through a grant from the Santa Barbara Foundation and will be used to increase public access to pet microchip scanning resources.

Additionally, the item requests approval and authorization for the Chair of the Board to execute a MOU between the Santa Barbara County Animal Services (SBCAS) and the City of Santa Maria Fire Department (SMFD) for the installation of up to five (5) microchip scanning stations at designated SMFD locations. The partnership will create the initial expansion of community-based pet reunification efforts and reduce shelter intake.

**Discussion:**

This item seeks Board approval to ratify the acceptance of an in-kind donation to Santa Barbara County Animal Services (SBCAS) from the Santa Barbara County Animal Care Foundation, consisting of twenty (20) microchip scanners, utility boxes, and mounting hardware to establish public microchip scanning stations. These items were procured by the Santa Barbara County Animal Care Foundation through a grant generously funded by the Santa Barbara Foundation and are intended to support lost pet reunification efforts by making microchip scanners more accessible to the public.

In support of this initiative, the Board is also being asked to approve an MOU between SBCAS and SMFD, authorizing the installation of up to five (5) microchip scanning stations at select fire stations within the city of Santa Maria. Fire stations offer a well-known and trusted community presence and serve as a convenient, safe, and accessible location for members of the public to check found pets for microchips and reunite them with their owners without shelter intervention.

The MOU states "there shall be no monetary obligation on County or SMFD, one to the other." The installation, maintenance, service, and removal of up to 5 scanning stations required by the MOU will be performed by existing County staff whose labor costs are already included in the County budget. There is no ongoing or regularly scheduled maintenance for the microchip scanners.

Programs of this nature have been successful in other jurisdictions, resulting in faster reunification times, reduced shelter intake, and greater community involvement in returning pets home. These microchip scanning stations represent a low-cost, high-impact solution for improving animal welfare and preserving shelter resources for animals in need of medical or protective care.

The installation of these stations will be coordinated in partnership with SMFD, with clear guidelines for use, maintenance, and promotion. The remaining scanners and hardware not used in this initial partnership will be reserved for future community-based installations elsewhere in the County, further advancing the goal of accessible, neighborhood-based pet reunification.

As the recommended actions relate to the acceptance of a donation and the administrative coordination between County and City departments, they are not considered a project under CEQA Guidelines Section 15378(b)(5), and are therefore exempt from environmental review.

**Background:**

SBCAS is responsible for the care, control, and reunification of stray and lost animals throughout the County. One of SBCAS's primary objectives is to increase the number of lost pets returned to their owners without entering the shelter system. This approach not only supports public health and animal welfare, but also reduces operational demands on the shelter and financial impact to our jurisdictional partners.

Recognizing that community access to universal microchip scanners is critical for timely reunification, SBCAS partnered with the Santa Barbara County Animal Care Foundation to pursue funding opportunities that expand access to these tools. Through a generous grant from the Santa Barbara Foundation, the Animal Care Foundation was able to procure a number of microchip scanning stations for donation and deployment throughout the County.

SMFD, with its consistent community presence and public trust, is an ideal partner for establishing initial public access to microchip scanning. This MOU establishes the framework for installing and maintaining scanning stations at select SMFD locations, thereby extending the reach of reunification resources to the neighborhoods most in need. The agreement outlines responsibilities for scanner maintenance, signage, and reporting, and reflects a shared commitment to public safety and community well-being.

#### **Fiscal and Facilities Impacts:**

Acknowledging the non-cash donation valued at \$5,700 for 20 microchip scanning stations (\$285 per station) from Santa Barbara County Animal Care Foundation does not affect mandates, service levels, or general fund contribution. A budget revision (BJE # 0010713) is necessary to record the microchip scanning station materials in the Animal Services budget by increasing revenue and expenditure accounts (Attachment A). A journal entry to recognize the donation in the County financial system will be processed after Board approval.

Approving and authorizing the SMFD MOU for up to 5 of the 20 donated microchip scanning stations is not anticipated to have a significant fiscal impact. Any hardware failure or loss of a microchip scanner would result in replacement of the scanner from existing donated inventory. Costs for signage and instructions can be absorbed by the existing Animal Services budget for services and supplies.

#### **Fiscal Analysis:**

The non-cash donation of 20 microchip scanning stations is expected to be one-time in nature.

<b>Funding Source</b>	<b>FY 2025-26</b>	<b>Total</b>
General Fund		
State		
Federal		
Fees		
Non-Cash Donation	5,700.00	<b>5,700.00</b>
<b>Total</b>	<b>5,700.00</b>	<b>5,700.00</b>

#### **Special Instructions:**

Request the Clerk of the Board to email a copy of the Minute Order to the Public Health Department, Attention: PHDGROUPEContractsUnit@sbcphd.org when available.

#### **Attachments:**

**Attachment A** – Budget Revision Request (BJE #0010713)

**Attachment B** – MOU with the Santa Maria Fire Department

#### **Contact Information:**

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