



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

Department Name: Public Health
Department No.: 041
For Agenda Of: February 28, 2017
Placement: Administrative
Estimated Time:
Continued Item: No
If Yes, date from:
Vote Required: Majority

TO: Board of Supervisors
FROM: Department Carrie Topliffe, Interim Director
Director(s) Public Health Department
Contact Info: Jan E. Glick, M.S., Director of Animal Services (934-6953)
SUBJECT: MOU Agreement Between Partner Organization and Animal Services (Fourth District)

County Counsel Concurrence

As to form: Yes

Other Concurrence: Risk Management

As to form: Yes

Auditor-Controller Concurrence

As to form: Yes

Recommended Actions:

That the Board of Supervisors:

- a) Approve and authorize the Chair of the Board to execute a Memorandum of Understanding Agreement between the Companion Animal Placement Assistance organization and Santa Barbara County (Attachment A) that annually renews after an initial period through June 30, 2017, and
- b) Determine that these activities are exempt from California Environmental Quality Act review per CEQA Guideline Section 15061(b)(3), since it can be seen with certainty that there is no possibility that the activities may have a significant effect on the environment, and direct staff to file the Notice of Exemption (Attachment B).

Summary Text:

This item is on the agenda in order to consider the approval and execution of a Memorandum of Understanding between a long time non-profit partner and County Animal Services. The MOU Agreement for approval today is with the Companion Animal Placement Assistance (CAPA) organization. This document serves to clarify the relationship between the organization and County Animal Services.

Background:

County Animal Services has been fortunate to have the support of non-profit partners that work with the department to provide care, enrichment, medical procedures, capital improvements, adoption counseling, lost and found services and various other services and supplies to establish and maintain a safe and healthy environment between humans and animals in Santa Barbara County.

The American Humane Association Program Assessment made recommendations that were specific to making the relationships between County Animal Services and the internal partners more formal. These recommendations were:

12.1A Configure structured relationships with internal partners. Work to create unified command structure. Establish and follow a clear chain of command.

12.1C Develop specific MOU's with internal partners that include and define accountability and supervision.

This agreement memorializes the long-standing partnership between CAPA and Animal Services since the inception of CAPA in 1987. It defines collaboration and spells out the process for CAPA donations to the County to benefit animal welfare. It also delineates the County's management of volunteers at the Lompoc Animal Shelter.

This is the third of four MOU agreements that are being developed with internal partner organizations. The final MOU and License agreements with the Animal Shelter Assistance Program (ASAP) are still being negotiated and will be brought to the Board of Supervisors when they are completed and have had final County staff review.

Performance Measure:

N/A

Fiscal and Facilities Impacts:

There is no fiscal impact by approving and authorizing this Memorandum of Understanding Agreement.

Budgeted: No

Key Contract Risks:

N/A

Staffing Impacts:

Legal Positions:
0

FTEs:
0

Special Instructions: Please execute two (2) original MOU Agreements and provide one (1) original of the Agreement and one (1) Minute Order for pick-up by the department. Please email phdcu@sbcphd.org when available for pickup.

Attachments:

Animal Services MOU Agreement with CAPA

Agenda Date: February 28, 2017

Page 3 of 3

A. Animal Services Partner Agreements - CAPA MOU

B. CEQA Notice of Exemption

Authored by:

Jan E. Glick, MS, Animal Services Director