

## Reduction Impact Detail

**Department Name:** Animal Care and Regulation

**Budget Unit:** 3220000

### Total Departmental Budget Impact

		Base	Unfunded	Recommended	Percentage
Appropriations		8,752,218	311,106	8,441,111	4%
Reimbursements (-)		2,690,565	63,469	2,627,096	2%
Net Appropriations		6,061,653	247,637	5,814,016	4%
Revenues:					
	Federal	0	0	0	
	State	0	0	0	
	Realignment	0	0	0	
	Prop 172	0	0	0	
	Fees	710,000	0	710,000	0%
	Other	726,055	8,690	717,364	1%
	Total Revenues	1,436,055	8,690	1,427,364	1%
Carryover		0	0	0	
Net Cost		4,625,598	238,947	4,386,652	5%
Fulltime Equivalent Positions		34.0	2.0	32.0	6%

**Non-categorical Reduction: \$ 238,947**

### Staffing Reduction Summary

Class Code	Classification Name	Vacant	Filled
27552	Animal Control Officer	1.0	
28213	Office Specialist Level I/II	1.0	
	<b>Fulltime Equivalent Positions</b>	<b>2.0</b>	<b>0.0</b>

## 1. Program Title: Field Services

**Program Description:** The field program is a core function and provides rabies control through the impoundment of animals and the investigation and quarantine of bite or rabies suspect animals. Respond to animal welfare calls including sick, injured, abandoned or neglected animals/property. Provide for public safety by responding to aggressive animal incidences and providing investigation follow up, mediating with constituents to resolve conflict/neighborhood disputes and provide resources and guidance to help eliminate future problems. Provide mutual assistance to fire and law enforcement in situations involving animals. Respond and be responsible for setting up shelters during times of local disasters.

### Field Mandates:

- **California Code of Regulation 2606-** *Rabies, Animal-* requires reporting of bites and quarantine of animals up to 10 days.
- **California Code of Regulations 2606.4-** *Officially Declared Rabies Area* – Licensing and vaccination procedure, rabies control activities reporting.
- **Health and Safety 121690 (e)-** *Rabies Areas, Licensing and Vaccinations-* Duty of the governing body of each county to provide for the maintenance of a pound system and a rabies control program for the purpose of carrying out and enforcing this section.
- **Food and Ag 31105-** *County Provision of Impounding and Killing-* The taking up and impounding of all dogs which are found running at large.
- **Food and Ag 31621-** *Petition for Hearing* – Vicious hearings. If an animal control officer has investigated and determined that there exists probably cause to believe that a dog is potentially dangerous or vicious, the animal control officer shall petition the municipal court for a hearing for the purpose of determining whether or not the dog in question should be declared potentially dangerous or vicious.

		Base	Unfunded	Recommended	Percentage
Appropriations		2,274,481	105,225	2,169,256	5%
Reimbursements (-)					
Net Appropriations		<b>2,274,481</b>	<b>105,225</b>	<b>2,169,256</b>	<b>5%</b>
Revenues:					
	Federal				
	State				
	Realignment				
	Prop 172				
	Fees	20,000	0	20,000	0%
	Other	33,534	0	33,534	0%
	Total Revenues	<b>53,534</b>	<b>0</b>	<b>53,534</b>	<b>0%</b>
Carryover					
Net Cost		<b>2,220,947</b>	<b>105,225</b>	<b>2,115,722</b>	<b>5%</b>
Fulltime Equivalent Positions		11.5	1.0	10.5	9%

**Non-categorical Reduction: \$ 105,225**

### Staffing Reduction Summary

Class Code	Classification Name	Vacant	Filled
27552	Animal Control Officer	1.0	
	<b>Fulltime Equivalent Positions</b>	<b>1.0</b>	<b>0.0</b>

#### **Program Impact:**

Eliminate 1.0 Animal Control Officer. Delete \$10,000 funding for services and supplies.

Eliminating the Animal Control Officer position will reduce the ability of remaining officers to adequately address calls for service, especially those associated with more remote locations in the County. Response times will be comprised—if even initiated due to too few officers in the field at any one time.

#### **Potential Impact on other Departments/Program Partners:**

The demands on remaining Animal Control Officers will continue without relief, limiting the amount of time and effort they can devote to responding to all calls for service, compromising timely and complete responses to the public and other agencies.

---

## 2. Program Title: Kennel Services

**Program Description:** The County must maintain a system to house stray animals for a prescribed holding time, make these animals available for adoption to the public for a prescribed time, run and maintain a rescue program for unadoptable animals, send animals to foster homes to increase adoptability and provide humane euthanasia for those animals that require euthanasia. The shelter is required to scan every animal for a microchip, hold monthly vaccination clinics, maintain a lost and found registration system for the public and follow specific record keeping requirements. Expected outcomes are to reduce the number of animals that enter the shelter, decrease the number of animals euthanized, increase live release rates, public support and donors by continuing to build strong relationships with our community.

### **Kennel Mandates:**

**Civil Code 1834-** *Depositary of animals must feed and shelter-* A depositary of living animals shall provide the animals with necessary and prompt vet care, nutrition, and shelter, and treat them kindly. Any depositary that fails to perform these duties may be liable for civil damages as provided by law.

**Health and Safety 121690 (e)-** *Rabies Areas, Licensing and Vaccinations-* Duty of the governing body of each county to provide for the maintenance of a pound system and a rabies control program for the purpose of carrying out and enforcing this section.

**Penal Code 597 (f) –** *Permitting Animals to go Without Care; Veterinarian Care for Injured Cats and Dogs -* Duty to take up and care for abandoned or neglected animals.

**Penal Code 597.1 -** *Permitting Animals to Go Without Care: Veterinary Care for Injured Animals: Preseizure and Postseizure Hearing-* Any peace officer, humane society officer, or animal control officer shall take possession of the stray or abandoned animal and shall provide care and treatment for the animal until the animal is deemed to be in suitable condition to be returned to the owner.

**Food and Ag 31105-** *County Provision of Impounding and Killing-* The taking up and impounding of all dogs which are found running at large.

**Food and Ag 31108 (a) –** *Impound Holding Period for Stray Dogs [and cats]-* The required holding period for any stray dog impoundment pursuant to this division shall be six business days, not including the day of impoundment. *Amended to read:* No dog which is impounded pursuant to this division shall be killed before 72 hours have elapsed from the time of the taking up of the dog.

No stray cat which has been impounded by a public pound, society for the prevention of cruelty to animals' shelter, or humane shelter shall be killed before 72 hours have elapsed from the time of capture of the stray cat.

This section shall not apply to cats which are severely injured or seriously ill, or to newborn cats unable to feed themselves.

**California Code of Regulation 2606 -** *Rabies, Animal-* requires reporting of bites and quarantine of animals.

**Food and Agricultural Code 30503, 31751.3-** *Spay/Neuter of Dogs and Cats-* (a) (1) Except as otherwise provided in subdivision (b), no public animal control agency or shelter, society for the prevention of cruelty to animals shelter, humane society shelter, or rescue group shall sell or give away to a new owner any dog that has not been spayed or neutered.

		Base	Unfunded	Recommended	Percentage
Appropriations		1,790,205	106,069	1,684,136	6%
Reimbursements (-)					
Net Appropriations		<b>1,790,205</b>	<b>106,069</b>	<b>1,684,136</b>	<b>6%</b>
Revenues:					
	Federal				
	State				
	Realignment				
	Prop 172				
	Fees	290,000	0	290,000	0%
	Other	413,145	5,471	407,673	1%
	Total Revenues	<b>703,145</b>	<b>5,471</b>	<b>697,673</b>	<b>1%</b>
Carryover					
Net Cost		<b>1,087,060</b>	<b>100,598</b>	<b>986,463</b>	<b>9%</b>
Fulltime Equivalent Positions		8.5	0.0	8.5	0%

**Non-categorical Reduction: \$ 100,598**

**Program Impact:**

Reduce extra help by two Intermittent Animal Care Attendants. One position is currently vacant, but the second one is filled. Delete funding for two contracts for species-specific foster-rescue program assistance.

General kennel responsibilities include:

- House and care for approximately 13,000 live animals per year with an average of 40 new animals coming in each day.
- Staff provides care for an average of 328 animals each day (number of animals in the kennels).
- Euthanize animals for illnesses, injuries or behaviors.
- Conduct nationally recognized temperament tests on all animals to determine adoptability.
- Run a foster/rescue program to place otherwise unadoptable animals.
- Conduct monthly vaccination/microchip clinics.
- Interact with upwards to 200 customers per day in person; customers looking for lost pets, looking to adopt, community members/groups requesting tours of facility for educational purposes, and general inquiries.

Eliminating the extra help of two Intermittent Animal Care Attendants will have the following impacts:

- Care functions will be performed by five remaining Animal Care Attendants and three remaining Intermittent Animal Care Attendants.
- Pulling an Animal Control Officer from field operations to complete necessary cleaning, feeding and coordinating of veterinary care of animals. Several of these functions may

not be done during public hours due to safety hazards of hoses, water and sanitizing solutions throughout the kennels and so cannot be spread over the entire day.

- Delays in responding to front counter animal intake, owner requested euthanasia, and owner redemption of impounded animals due to insufficient number of Animal Care Attendants to respond to the requests while performing responsibilities elsewhere in the shelter.
- Reduction in number of animal sterilization surgeries that may be performed each day due to insufficient number of remaining Animal Care Attendants to pull animals from kennels for surgery and to return animals to kennels after surgery. This will cause a back-log in sterilization of adopted animals, which then occupy kennel space for incoming animals, thereby generating a need to euthanize animals simply for space needs.

Kennel Services also includes a Foster-Rescue Program. Responsibilities include identifying animals with various medical or behavioral issues that prevent their being made available for adoption, finding foster homes or rescue organizations appropriate for such animals, adopting to rescue, temporarily placing animals in foster, coordinating care and medical treatment of the animals while in foster, and coordinating the needs of the foster providers. The program has historically been coordinated among several different staff as the program needs could be accommodated among other responsibilities. The program has been administered as time and other responsibilities allowed, by the Director, the Volunteer Coordinator, and the Supervising Animal Control Officer. In March 2014, the Department hired a permanent Animal Care Attendant to act as the full-time Foster-Rescue Program Coordinator. In conjunction with establishment of this permanent position, the Department proposed two contracts to provide assistance to the coordinator. One contract would have addressed assistance for cat foster-rescue needs, and the other contract would have addressed assistance for dog foster-rescue needs.

Deleting funding for the two contracts to provide foster-rescue program assistance will leave the program to be coordinated almost entirely by the Animal Care Attendant assigned as program coordinator with intermittent support by the Volunteer Coordinator during the Animal Care Attendant's absence. Full impact of the deletion of funding for the two contracts may not be initially observed because of the recent hiring of the permanent coordinator. However, a request for proposals was released in February for the contracts, proposals were received, and five interviews were conducted to select top candidates.

**Potential Impact on other Departments/Program Partners:**

- The Department works closely with Sacramento area shelters helping to alleviate the burden placed upon the region by the number of animals that require impoundment and housing by shelters. By eliminating two Intermittent Animal Care Attendants, the impact may be felt by the Sacramento Society for Prevention for Cruelty of Animals (SSPCA) as members of the public may seek to patronize a shelter with less wait times. The impact may also be felt by the public in another adjustment to hours and wait time to surrender or collect animals.
- A reduction in kennel expenses causes an overall reduction in sheltering services, which will result in reduced revenue for such services from the contract with the City of Elk Grove, which is based on a per capita share of shelter costs. Yet, that reduced expense and revenue will not recognize any corresponding reduction in the number of animals received from that jurisdiction which must be housed and cared for.

- Various animal shelter volunteer organizations and partners anticipated award of the foster-rescue program assistance contracts not long after the hiring of the program coordinator. Bias is often alleged with the program run entirely by County staff without outside contract assistance providing third-party input and establishing a more apparently transparent foster-rescue process.
-

### 3. Program Title: Administration

**Program Description:** Administrative staff provides program development, database administration, accounting and fiscal services, purchasing services, accounts payables/receivables, human resources, contract management, board packaging, facilities, oversight of general operations and policies and procedures, statistical analysis, fundraising and community outreach, donor cultivation, ordinance changes, performance measures, social media and administrative support services including the development and monitoring of Department budget.

		Base	Unfunded	Recommended	Percentage
Appropriations		2,690,565	63,469	2,627,096	2%
Reimbursements (-)		2,690,565	63,469	2,627,096	2%
Net Appropriations		<b>0</b>	<b>0</b>	<b>0</b>	
Revenues:					
	Federal				
	State				
	Realignment				
	Prop 172				
	Fees				
	Other				
	Total Revenues				
Carryover		0	0	0	
Net Cost		<b>0</b>	<b>0</b>	<b>0</b>	
Fulltime Equivalent Positions		4.0	1.0	3.0	25%

**Non-categorical Reduction: \$ 63,469**

#### Staffing Reduction Summary

Class Code	Classification Name	Vacant	Filled
28213	Office Specialist Level I/II	1.0	
	<b>Fulltime Equivalent Positions</b>	<b>1.0</b>	<b>0.0</b>

#### Program Impact:

Eliminate 1.0 FTE Office Specialist Level I/II.

This position was proposed to support the Veterinarian when the Spay/Neuter Commuter is in the community (checking-in customers, completing paperwork for customers, entering data into the computer to produce a receipt/medical documents for customers, reconciling any donations or financial transactions at the end of the day). The Office Specialist Level I/II would also call



customers to verify spay/neuter appointments and assist in securing locations for outreach events.

On days with the Spay/Neuter Commuter is not operating, the Office Specialist Level I/II would assist with other clerical support for Administration, Licensing or Kennel Services, as needed.

Without this position, either of a Registered Veterinary Technician (RVT), Animal Control Officer, or Animal Care Attendant will need to perform the paperwork, data entry and payments when the Spay/Neuter Commuter is in operation.

- An RVT performing these functions will severely hamper the RVT's ability to assist the Veterinarian with surgeries, substantially reducing the number of surgeries that may be performed each day.
- An Animal Control Officer performing these functions reduces the number of officers in the field responding to calls for public safety concerns.
- An Animal Care Attendant performing these functions reduces the number of Animal Care Attendants available in the shelter to perform the critical daily care functions to timely open the shelter to the public.

Without this position, on days the Spay/Neuter Commuter is not in operation, the Administration, Licensing and Kennel Services will be left without needed support to catch-up various backlogs of paperwork or timely completion of customer transactions.

**Potential Impact on other Departments/Program Partners:**

The County partners with the Sacramento SPCA and City of Sacramento Animal Services in various community outreach efforts and associated grant opportunities. Without the reliable and consistent ability of the Spay/Neuter Commuter to be in operation, these efforts are compromised, thereby compromising the ability to obtain grants for these generally highly successful outreach efforts where many animals in underserved communities may be sterilized to further prevent unwanted litters that inundate area shelters.

---

#### 4. Program Title: Other

---

**Description:** Cuts to the above-referenced programs result in diminished revenue spread across several programs. Various services and supplies are proposed to be cut to meet target.

		Base	Unfunded	Recommended	Percentage
Appropriations		1,996,967	36,343	1,960,624	2%
Reimbursements (-)		0	0	0	
Net Appropriations		1,996,967	36,343	1,960,624	2%
Revenues:					
	Federal	0	0	0	
	State	0	0	0	
	Realignment	0	0	0	
	Prop 172	0	0	0	
	Fees	400,000	0	400,000	0%
	Other	279,376	3,219	276,157	1%
	Total Revenues	679,376	3,219	676,157	0%
Carryover		0	0	0	
Net Cost		1,317,591	33,124	1,284,467	3%
Fulltime Equivalent Positions		10.0	0.0	10.0	0%

**Program Impact:**

Deletion of funds from services and supplies will result in an unknown impact at this time, but may adversely affect veterinary and commuter operations.

---