



## ANIMAL SERVICE CENTER OF THE MESILLA VALLEY BOARD OF DIRECTORS

### AGENDA

The following agenda will be considered at a regular Meeting of the Animal Service Center of the Mesilla Valley Board of Directors to be Held on **Thursday, December 12<sup>th</sup>, 2019 at 9am** at the City Council Chambers, City Hall, 700 N. Main St., Las Cruces, New Mexico.

- I. Call to Order & Pledge of Allegiance**
- II. Roll Call of ASCMV Board Members and Determination of Quorum**
- III. Changes to Agenda and Approval of Agenda**
- IV. Minutes**
  - a. Approval of the Minutes from the regular ASCMV Board Meeting held November 14<sup>th</sup>, 2019.
- V. Pursuant to Section 10-15-1(J), NMSA 1978: The only matter discussed during the closed session held on November 14<sup>th</sup>, 2019 was the annual performance review of the Director of the Animal Services Center of the Mesilla Valley. No action was taken.**
- VI. Reports/Presentations**
  - a. City and County ACO Reports – City Animal Control and County Animal Control
  - b. Shelter Statistics/Activities – Clint Thacker
  - c. Committee Reports
    1. Finance – David Dollahon, Committee Chair
    2. Executive – Lynn Ellins, Committee Chair
    3. Facilities – Greg Smith, Committee Chair
      - a. New Animal Shelter Update – ASA Architects
  - d. Zero In 7 Update
- VII. Action Items**
  - a. Resolution 2019-11\_Request For Review of ASCMV JPA by City and County
  - b. Resolution 2019-12\_Contract Amendment for the ASCMV Executive Director
  - c. Resolution 2019-13\_Approve the ASCMV 2020 Holiday/Closure Schedule
  - d. Resolution 2019-14\_ASCMV Reasonable Notice of Meetings
- VIII. Public Input**
- IX. Chair and Board Comments**
- X. Adjournment**

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1 **ANIMAL SERVICE CENTER OF MESILLA VALLEY**

2  
3 **November 14, 2019 at 9:00 a.m.**

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5  
6 **BOARD MEMBERS PRESENT:**

7 Lynn Ellins - Chairman  
8 Jack Eakman - Vice-Chair  
9 Kasandra Gandara - Board Member (arrived 9:09)  
10 Gregory Z. Smith - Board Member  
11 David Dollahon - Ex-Officio Member  
12 Mary Lou Ward - Ex-Officio Member (departed (9:26)

13  
14 **BOARD MEMBERS ABSENT:**

15 Ramon S. Gonzalez - Board Member  
16 Manuel Sanchez - Board Member

17  
18 **I. Call to Order & Pledge of Allegiance (9:02 PM)**

19  
20 Ellins: Good morning. It's 9:00 on November 14th. Board Member Eakman would  
21 you lead the Pledge of Allegiance please?

22  
23 ALL STAND FOR PLEDGE OF ALLEGIANCE.

24  
25 **II. Roll Call of ASCMV Board Members and Determination of Quorum**

26  
27 Ellins: Madam Clerk would you call the roll please?

28  
29 Baum: Board Member Ward.

30  
31 Ward: Present.

32  
33 Baum: Board Member Dollahon.

34  
35 Dollahon: Here.

36  
37 Baum: Board Member Gonzales is absent. Board Member Smith.

38  
39 Smith: Here.

40  
41 Baum: Board Member Sanchez is absent. Board Member Gandara is absent.  
42 Board Member Eakman.

43  
44 Eakman: Present.

45  
46 Baum: Chairman Ellins.

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Ellins: Not absent.

**III. Changes to Agenda and Approval of Agenda**

Ellins: I just got a call from Board Member Kassandra. She'll be about 10 minutes late. Clint are there any changes to the agenda? Good.

**IV. Minutes**

**A. Approval of the Minutes from the regular ASCMV Board Meeting held October 24, 2019**

Ellins: May I have a motion to approve the minutes from the October 24th meeting please?

Smith: So moved.

Eakman: Second.

Ellins: Is there discussion? Does any Board Member wish to pull an item from the agenda or correct the minutes? Call the roll please.

Baum: Board Member Ward.

Ward: Here.

Baum: Yes.

Ward: Yes.

Baum: Thank you. Board Member Smith.

Smith: Yes.

Baum: Board Member Eakman.

Eakman: Yes.

Baum: Chairman Ellins.

Ellins: Yes.

**V. Reports/Presentations**

**A. City and County ACO Reports - City and County Animal Control**

1  
2 Ellins: We will now have the ACO reports.  
3  
4 Lawrence: Good morning Council.  
5  
6 Baum: Could you state your name for the record please?  
7  
8 Lawrence: I'm William Lawrence. Senior Animal Control for Doña Ana County.  
9  
10 Dollahon: If you hit the F5 button it'll launch the, I think you're going to have to enable  
11 editing up there at the top. It works.  
12  
13 Lawrence: Okay this will be our report for October stats for 2019. So we picked up 312  
14 total animals for the month. We ended up taking 259 of them to the Animal  
15 Services Center of Mesilla Valley. Of those animals that we picked up 20  
16 were owner release dogs. We had no owner release cats. We had 135  
17 stray dogs, 92 stray cats, four care and maintenance, five injured animals,  
18 and three at the Animal Service Center for rabies quarantines. For the  
19 animals that are not accounted for we had no livestock calls, 12 snakes,  
20 and we picked up 28 dead animals. We had 13 animals held at our court  
21 hold facility pending legal proceedings. So that would leave us with the total  
22 of 259 at the Animal Service Center.  
23 For October we returned 80 animals in the field. We scanned a total  
24 of 291 animals and of course the animals that weren't scanned were  
25 snakes, livestock, vicious animals, dead animals, and we get a lot of feral  
26 cats that we don't scan often because of the risk for us as officer safety. In  
27 those animals we found 54 microchips. We were able to trace 22 ID's and  
28 we had four visible tags that we were able to use.  
29  
30 Ellins: How did you trace the 22 ID's?  
31  
32 Lawrence: The ID's would be either rabies tags, usually they're rabies tags or the little  
33 name tags that people make and put them on their collars for dogs.  
34  
35 Ellins: What about the visible ID tags then? What are those?  
36  
37 Lawrence: It's pretty much interchangeable. It's the rabies tags, name tags.  
38  
39 Ellins: Okay. Return to owners, how do we compare year to date this year to last  
40 year if you know?  
41  
42 Lawrence: So year to date we have a total of 795. I don't know what our numbers were  
43 for September or August.  
44  
45 Ward: If I could step in on that. It's going to be a lower number than last year only  
46 because we have lower numbers of boots on the ground in the field

1 compared to last year. And so therefore we have lower numbers of return  
2 to owners.

3  
4 Ellins: Thank you.

5  
6 Lawrence: So the types of calls we responded to service for. We responded to 975  
7 calls for the month. We had 15 animal control cases that went to court. Of  
8 those 15 cases we had 35 charges which resulted in 55 regular hours plus  
9 we did 14.5 hours of overtime within those court appearances. We had five  
10 warrants that were issued for no show. We had one plead and eight  
11 continuances as well as one deferred sentence.

12 For the types of calls we had 50 injured calls. We ended up  
13 responding to 10 cruelty calls, 59 vicious animal calls, 26 bite calls. We also  
14 had, for our field education and compliance we were able to come into  
15 compliance with 80 licensing and microchips as well as 53 permits. We had  
16 79 confirmed rabies vaccination certificates as well as 79 care and  
17 maintenance or ordinance violations.

18 So for our spay and neuter projects our original Doña Ana project  
19 we've had an hour including, so we moved out of the Doña Ana project and  
20 now we're doing County wide. So within this spay and neuter project we've  
21 had a total of 1,695 residents. We've handed out 177 certificates and within  
22 those certificates we've had a total of 402 animals. We had 62 reported  
23 sterilized animals and so the last report for September was 140 animals that  
24 are spayed or neutered. That's what we have received back from the  
25 Spay/Neuter Action Program.

26 For our educational outreach programs and our ACES projects as  
27 well as our new saturation program that we're doing in Chaparral we have  
28 visited 80 properties. We picked up a total of 17.14 tons of trash in the  
29 Cleanup with Carlos days. And within our new saturation program it started  
30 on November 3rd. It's only in the Chaparral area as of right now and as we  
31 continue to clean up the area we will move around to different communities  
32 within Doña Ana County.

33  
34 Ellins: Is it that dirty in Chaparral?

35  
36 Lawrence: It's pretty bad sir.

37  
38 Ellins: Trash mostly I assume.

39  
40 Lawrence: We get a lot of trash, codes complaints, as well as animals, a lot of stray  
41 animals, care and maintenance calls. It's one of our higher areas for  
42 service.

43  
44 Ward: There will be a news release going out on that and that project is titled  
45 Operation Community Sweep. So it will not be, you know confused with the  
46 ACES project.

1  
2 Lawrence: That's correct. It will be Operation Community Sweep. It's a different project  
3 than what we're doing with ACES project every month. And those days we'll  
4 be in that target area Tuesday, Wednesday, Thursday every week.  
5 For our news for the month we have gone back to our winter hours.  
6 It started November 3rd and will go until March 2020 when time changes  
7 again. Our hours will be from 7:00 in the morning to 7:00 in the afternoon  
8 Sunday through Saturday, every day of the week. With our new hours we'll  
9 be able to provide overlapping coverage for our officers and allow us for  
10 more boots on the ground as well as more officers on duty during the peak  
11 hours. So it'll allow us to have the time to be in the field and out of the field  
12 doing our paperwork and court, you know all that kind of stuff. So this will  
13 allow us to have the coverage needed in the target hotspot areas during the  
14 saturation and cleanup projects.  
15  
16 Ellins: Let the record show that Board Member Kassandra is here now.  
17  
18 Lawrence: Do we have any questions for me on behalf of the County?  
19  
20 Eakman: Mr. Chair. Yes I do. What I've not heard about in a long time sitting here  
21 are court ordered euthanasias and I noticed you have quite a few animals  
22 like 13 or 15 in County hold. Recently have any of those been court ordered  
23 euthanasias and if so how are they handled?  
24  
25 Lawrence: Yes sir. We haven't had any court ordered euthanasias probably, let me  
26 think, probably since the beginning of the year.  
27  
28 Ward: Our last ordered court order euthanasia was when Dr. Beth was here. We  
29 have not had to have anything since then because we've been working hand  
30 in hand with Clint and we've not had to do that. But those that were seen  
31 on those statistics that we've been providing have only been bite  
32 quarantines and what not or animals that we've had to pick up under a  
33 warrant for other reasons. None of them have been euthanized.  
34  
35 Eakman: So there has been no real procedure change?  
36  
37 Lawrence: No sir.  
38  
39 Ward: No.  
40  
41 Eakman: Thank you.  
42  
43 Lawrence: Anything else? Thank you guys. You guys have a good rest of your day.  
44  
45 Jimenez: Good morning Board. My name is Gino Jimenez. I'm the Animal Control  
46 Supervisor for City of Las Cruces. I'm going to present to you my October

1 2019 numbers. And before I begin on this, this will be the last time that you  
2 see this report in this format because I took the request that Board Member  
3 Gandara and Board Member Eakman requested in the last meeting.  
4 However, I have to compile all that information for November in November  
5 so that'll be in my December report for November. So this will be the last of  
6 this format.

7 For the month of October we responded to 562 calls for strays. Out  
8 of those 310 were GOA, meaning the officer had no contact with that animal.  
9 We were able to apprehend 250. 219 of those went to the Shelter, 111  
10 were dogs, 108 were cats. We were successful in field RTO-ing 33 dogs  
11 and unsuccessful in field RTO-ing 47 of those. Those are animals that had  
12 some sort of ID. We knew where they belonged however we were  
13 unsuccessful, meaning nobody was home, for some reason the animal  
14 wasn't left at home. So for a total of 80 identifiable animals.

15 If you look at our three year comparison, here we are for our reported  
16 strays. Still pretty good consistency. For the year that puts us at 4,520  
17 reported strays which is our average. And if you look at our three year field  
18 RTO comparison we had an obvious raise from last month to this month but  
19 for a total of about 300 for the year, 300 field RTO's for the year. And with  
20 that I will stand for any questions.

21 Just so that I can add something else on there. I know that Councilor  
22 Eakman and Councilor Gandara requested a map. Well I got with our GIS  
23 for the City GIS. What we've done is develop a map where I can get the  
24 information from the officers as far as strays. I will input that information  
25 into that map so it will live. It will be on the CLC Animal Control webpage.  
26 So you can look at it at 10:00 at night, 1:00 in the morning, and you'll see  
27 all that information up to date. Of course I'm not going to be adding that  
28 information at 1:00 in the morning but let's say at 10:00 after I update it  
29 those numbers will change accordingly. So it will be available to you 24/7.  
30 However, I will take my numbers from let's say November 31st, screen shot  
31 that, and that will be part of my presentation for November. But if you want  
32 to look at it at any other time those numbers will be live. Any other, yes sir.

33  
34 Ellins: No, thank you.

35  
36 Jimenez: Thank you.

37  
38 **B. Shelter Statistics and Activities/Educational and Spay-Neuter Initiatives**

39  
40 Ellins: Clint. You have a report to make.

41  
42 Thacker: Good morning. Clint Thacker, Executive Director of the Animal Service  
43 Center Mesilla Valley. Talk to you today about the October numbers 2019.  
44 Currently our animal count as of yesterday was 627. That's compared to in  
45 2018 the 740 that you see there. Our intake for October in 2019 was 896,  
46 that's down from the 1,055 of 2018 October. The outcomes ...

1  
2 Eakman: Mr. Chair. I wonder if I could stop right there. We had the same numbers  
3 just now from both Animal Control departments, did we not? Their number  
4 added up to 478 for intake.  
5  
6 Thacker: Yet you remember we have our owner surrenders coming in, we have strays  
7 coming in from the public as well into the Center.  
8  
9 Eakman: That is very clarifying. That number coming from the public. I think that  
10 deserves future discussion. Thank you.  
11  
12 Thacker: Okay. Our outcomes for 2019 October, 242 adoptions, 107 reclaims, 255  
13 rescues, community cats 81, euthanasia was 233 for a live release rate  
14 increase of 10% at 74.9%. And again that live release rate for those that  
15 don't know is the percentage of animals that are leaving the Center alive.  
16 So in October 74.9% of the animals that came in the Shelter left alive.  
17 Our surgeries continue to be impressive with the limited number of  
18 personnel that they have there. We're filling two positions actually in our  
19 surgical department but while those are empty they continue to very  
20 impressive and do what needs to be done. The total of 310 surgeries in  
21 one month. Our total visitors, it's starting to come back up 2,509 in this year  
22 compared to last year of 2,973. And that's the presentation. Any questions?  
23  
24 Ellins: There appear to be none.  
25  
26 Thacker: Thank you sir.  
27  
28 Ellins: I have a question actually. Did you and County Manager Macias get  
29 together?  
30  
31 Thacker: We did. We had a great conversation yesterday and look forward to what  
32 that's going to bring. So the Board knows, we talked about in a meeting  
33 with our Assistant City Manager, Gino, and Mary Lou we talked about a way  
34 that these animals that are in the foster to adopt program that are not  
35 coming back to get sterilized. In that meeting we talked about a way to  
36 contact them and Mary Lou said, "why don't we look into getting an officer  
37 to go and work directly with the Shelter or the Center and be able to go and  
38 contact these individuals and say, 'why haven't you done this?'"  
39 We currently have a program where we contact and contact and  
40 contact and oddly enough most of these individuals that don't bring their  
41 animals in, we make contact with them and we schedule an appointment  
42 and they just never show, for one reason or the other. And that's done  
43 multiple times. And then we finally hit a time where we say "okay", we send  
44 a letter to them that says, "you signed this agreement, we have a right to  
45 come and get your animal." It's just a nasty-gram that we call it and if we  
46 don't get response after that then the animal is outcomed as lost.



1                   And this is not a way we want to go about doing it so with the faults  
2 of this program we talked about it and to Mary Lou's credit she went and  
3 reported back to Mr. Macias. Mr. Macias had a good meeting with  
4 Commissioner Ellins and Mary Lou and that came to a meeting with Mr.  
5 Macias and I and Mary Lou yesterday. We talked about some options we  
6 could do. One of those options that we looked at was my staff, in the Shelter  
7 there's a field service program. In other words there's mapping and there's  
8 calls you can put in. So my thought was is why can't my staff at the Center  
9 when it gets to that point of we made contact with them, they're cancelling,  
10 why can't we put the address and the information in that mapping program  
11 and then when a County employee is anywhere in the City they can open it  
12 up anywhere they get web/the internet and they can see if they're close by  
13 any of those calls. And then they can drop in and see. We felt that was a  
14 much better use of the time and the money that's there. And then Mr.  
15 Macias also said that the Animal Control Officer would have to take the  
16 animal, bring it to the Shelter for sterilization, and then we have to figure out  
17 a way to get the animal back to the owner. Because we don't want them,  
18 the owner just to say "you know I don't want the dog now that it's fixed" or  
19 whatever reason, so they never come get it. So we talked about delivery  
20 as well.

21                   I'm worried what that extra step is going to take. The burden on the  
22 Animal Control Officers and I told Mr. Macias that. That we do need to, I  
23 would recommend hiring that frozen position that they are filling the frozen  
24 position that they have. So he said that he would like to see our contracts  
25 that we have, make recommendations on those, and then we're going to  
26 give it a try and see. If it is an added burden and we're showing some things  
27 that are suffering, statistics, then we'll be able to fill that other position. And  
28 if not then we're succeeding.

29  
30 Ellins:           So I guess I have to have a talk with him.

31  
32 Thacker:         If you would like to. Yes sir.

33  
34 Ellins:           Has the City done anything similar? Because the City was involved in that  
35 discussion also.

36  
37 Thacker:         Was. Gino.

38  
39 Jimenez:         Mr. Chairman. We haven't had the opportunity to detail it like Mary Lou did.  
40 We have spoken to it within my administration. I don't know how far up it's  
41 gone up the chain but I have sat down with my supervisor and spoke about  
42 it. Just need to understand more or less from their example what it's really  
43 going to entail before we jump into the water.

44  
45 Dollahon:        Gino, Mr. Chairman. If I may. Gino, you don't have any vacant positions?  
46

1 Jimenez: No sir. At this time we do not.  
2  
3 Dollahon: When was the last time you filled a position?  
4  
5 Jimenez: I just, sir I just filled a position in August and Officer Aguirre was just  
6 released first of the month. So I'm fully staffed now with my eight officers.  
7  
8 Dollahon: Okay. The City Manager's office is willing to entertain a contract position  
9 coming out of police's existing budget for you to fill that out. So you can  
10 make a request for that position to do essentially the same thing that the  
11 County's doing.  
12  
13 Jimenez: Yes sir. Thank you.  
14  
15 Ellins: Thank you.  
16  
17 Thacker: Thank you Gino. I do what to add that when we looked at the numbers  
18 yesterday there was, and Mary Lou help me out, 59 was for the County.  
19 That's 59 foster to adopt animals currently in the County but that leaves 100.  
20  
21 Ward: 47.  
22  
23 Thacker: 147 in the City. So there's a huge gap there of individuals that are not  
24 coming into compliance or they may be. You've got to remember those  
25 numbers are animals from way back when all the way to year to date. So it  
26 includes animals from two weeks ago. So they may come into compliance.  
27 So that number would be decreased but there is a large gap there between  
28 the two of the County and the City. So I do believe that the City would  
29 definitely need another boots on the ground and visual that could assist in  
30 that. And that may be a full time position doing just that of contacting these  
31 individuals and outreach to them. Thank you Commissioner.  
32  
33 Ellins: The County wins, so there.

## 34 **C. Committee Reports**

### 35 **1. Finance - David Dollahon, Committee Chair**

36  
37  
38  
39 Ellins: All right, we'll go into Committee reports. Finance. Board Member  
40 Dollahon.  
41  
42 Dollahon: Mr. Chairman. Because the accelerated schedule we didn't have a Finance  
43 Committee meeting per se this month but Amador's going to present the  
44 financials. Amador I'm assuming it's October's numbers and have you done  
45 preliminary November numbers?  
46

1 Espinoza: I'm sorry. No sir, it's mid-month so I'm presenting October's.  
2  
3 Dollahon: Okay.  
4  
5 Espinoza: So my name is Amador Espinoza. I'm one of the Accountants for the City  
6 of Las Cruces. Mr. Chair, ladies and gentlemen of the Board thank you for  
7 having me.  
8 So I'll be presenting the Animal Service Center of the Mesilla Valley's  
9 financial numbers for the period ending October 31, 2019. If you look at  
10 your financial packets, page number 1 in your Statement of Net Position  
11 and up in the PowerPoint presentation we refer to as the Balance Sheet  
12 highlights. We have cash at \$543,000. We have outstanding, receivables  
13 at \$350. We have outstanding payroll liabilities, that's \$62,000 in the  
14 general fund and a \$14,000 outstanding accounts payable balance. On the  
15 PowerPoint presentation the total amount is represented at \$76,000.  
16 We have revenues collected in advance. That's the Best Friend  
17 grant amount that we have, we have it at \$15,000. The Center did provide  
18 us the October numbers. However, I was under some time constraints to  
19 post journal entries so I didn't post the October numbers in October. I'll be  
20 posting those in November so that revenues collected in advance will  
21 reduce and the revenue will be recognized in November. Unassigned fund  
22 balance is at \$453,000.  
23 Keeping on that same page, page 1 Capital Projects Funds, fund  
24 7441. I moved that slide over to slide number three. We are still showing  
25 that cash deficit of \$74,000. I received an e-mail from the budget  
26 department stating that that resolution 2019-11 was just posted yesterday  
27 so I will move those funds over in November and I will eliminate the deficit,  
28 the cash deficit and then I will also, it will leave us a fund balance of  
29 approximately \$3,600 for the remaining Stern Cat Room donation.  
30 Looking at page 2 of your financial packet, also report to as the  
31 Change in Net Position. Up in the PowerPoint presentation it's the  
32 operational highlights. We're showing total revenues at \$1,180,000. Total  
33 expenditures at \$905,000. That gives you a net change increase into fund  
34 balance of \$275,000.  
35 Keeping on that same page and on your financial packets it'd be  
36 page number 3 we're looking at the budget parameter at 33.3%. Total  
37 revenues is at 41.2% and total expenditures is at 3.2%. Looking at some  
38 of the revenue line item classifications. Vaccinations and the DAC return to  
39 owners revenues are at 61.8% and 42.2% respectively. Partially that to due  
40 to the \$25,000 Best Friend grant that pays for some of these services. Also  
41 in addition the Center held a vaccination clinic the previous month at the  
42 Pan American Center which increased those, more specifically the  
43 vaccinations on the revenues that were recognized for that month. And also  
44 that carried forth up to the period of October 31st.  
45  
46 Ellins: At this point is our revenue under or over at this point of the year?

1  
2 Espinoza: At this point of the year based on the budget parameter of 33.3% we are  
3 showing we're over. We're over our budget parameter.  
4  
5 Ellins: What about liabilities?  
6  
7 Espinoza: We don't normally range our budget based on balance sheet items. It's  
8 more specifically on budgeted items such as revenues and expenditures.  
9  
10 Ellins: I didn't mean liabilities. I meant expenditures.  
11  
12 Espinoza: Expenditures we are under, we are at 32%. We're under about 1%, 1.3%  
13 of budget parameters.  
14  
15 Ellins: Thank you.  
16  
17 Espinoza: Again, looking at revenues of course the Doña Ana County contribution and  
18 the CLC contribution are 43.3% and that's mainly due to because of the JPA  
19 that requires both parties to contribute 22% upfront sometime between July  
20 and August.  
21 So notable expenditures, line item expenditures, we have supplies  
22 expenditures that are currently at 35.7%. Again keeping in mind that 33.3%  
23 budget parameter and that's due to the various purchases such as the pet  
24 nutrition and bedding from Hills Pet Nutrition sales. The other expenditure  
25 line item is insurance expenditures which are at 47.8%. Normally we don't  
26 actually, we pay those upfront. They're directly expensed. We don't post  
27 them to the balance sheet as prepaid insurance and then allocate them on  
28 a monthly basis.  
29 I provided page 6, that's more of a monthly trend if you want to take  
30 a look at that. And then page 7 it's just a summary of the grants that we  
31 currently have active. Any questions?  
32  
33 Ellins: Thank you.  
34  
35 Espinoza: Thank you sir.  
36  
37 **2. Executive - Lynn Ellins, Committee Chair**  
38  
39 Ellins: Executive Committee. We met but frankly there was really nothing to talk  
40 about so we just gossiped. So I have nothing to report. Facilities.  
41  
42 Gandara: I'm sorry, I don't gossip.  
43  
44 Ellins: Board Member Gandara.  
45  
46 Gandara: I don't gossip.

1  
2 Ellins: Okay.

3  
4 **3. Facilities - Greg Smith, Committee Chair**

5  
6 Ellins: Board Member Smith.

7  
8 Smith: We weren't able to gossip at our Facilities meeting either. We did not meet  
9 but I did get an update from Mr. Thacker on a number of items and so we  
10 will try to meet early in December.

11 And the things that Mr. Thacker shared with me were the HVAC. The  
12 rebid is now open and it should have closed today. Is that correct Mr.  
13 Thacker? Thank you. The spots on the infirmary gutter area are the  
14 laminating from the cement and so the manufacturer has been notified and  
15 a date has been set for that to be fixed which would be the end of this week.  
16 Heaters are turned on but some are broken. All issues are due to old age  
17 and not enough preventative maintenance so they're being fixed but it's  
18 being done slowly. The City did come and replace all the paper towel and  
19 toilet paper dispensers. There were three different types and so that made  
20 the ordering a little difficult.

21 They are currently getting quotes for light in the east front gate area.  
22 With season change and time change it's pretty dark at the time of surgery  
23 pickup. Computers were purchased through the City. Everyone that needs  
24 one now has a desktop. This will free up the mobile surfaces for kennel  
25 work. New iPhones were purchased to replace old Windows phones the  
26 staff was using to take pictures and these were at no cost from Verizon and  
27 the cases and screen protectors were purchased.

28 The back area's being cleaned up. They've been collecting items for  
29 salvaging. Broken kennels have been saved to see if pieces can be used  
30 to make one kennel out of all those but it takes some space, some time. So  
31 they're not necessarily getting that done. White transport van is still in the  
32 City shop. Major issues having to do with multiple errors on the electrical  
33 system and the City is working on that. Do we have any latest details on  
34 that? So it's still pretty much the same. So thank you for filling me in Mr.  
35 Thacker and thank you Mr. Chairman.

36  
37 Ellins: A lot of stuff has to be fixed.

38  
39 **D. Zero in 7 Update**

40  
41 Ellins: We now will have Zero in 7 update.

42  
43 Gilbert: Good morning. I'm Jean Gilbert, Secretary for the Coalition for Pets and  
44 People. This is our November report and the animal welfare organizations  
45 that are represented which is about half of them that we report on are listed  
46 here and the other half will be reported next month. So we'll be reporting

1 on 2 Hearts 4 Paws, ACTion Programs, Broken Promises, Cat's Meow,  
2 Cherished K-9, Doña Ana County Humane Society, and HSSNM.

3 2 Hearts 4 Paws is located in Radium Springs and they have about  
4 30 dogs in their rescue. Here you see a picture of Iggy who's being suited  
5 up for an adoption event. They hold their adoption events the first Saturday  
6 of the month at PetSmart. They're holding a holiday raffle and fundraiser  
7 and so tickets are available for that and it's a wonderful embroidered wall  
8 hanging of Santa with the reindeer.

9 ACTion Programs for Animals had over 60 adoptions for the month  
10 of October and that includes this PAWS Prisoners and Animals Working  
11 Toward Success program. It includes Harmony pictured here and Sawyer  
12 and Sheamus cat siblings that were adopted. APA has added a vaccination  
13 clinic to their services and they hold the clinics now on the third Wednesday  
14 of the month from 3:00 to 5:00 pm at their adoption facility. APA is offering  
15 half off adoption fees now through the first of the year and I talked to Michel  
16 and she said that adoption, Michel Meunier who is the director of APA and  
17 she said that their adoption fees are typically \$50 for a dog or a cat but with  
18 half off the adoption fee is \$25. And they'll be holding a pet photos with  
19 Santa at Petco during the first three Saturday's next month.

20 Broken Promises did more than 20 TNR's during the month of  
21 September and October and they assisted, in addition they also assisted  
22 people with trap, neuter, and return. As you can see in this photo it shows  
23 a couples' garage that is set up for holding their TNR cats from their property  
24 for pre- and post-surgery. And then of course you see a couple of cats here  
25 who've been trapped. Broken Promises is undergoing a 12 x 16 foot  
26 expansion in their facility space for upgrading and housing and for play  
27 socialization space at their sanctuary. And they adopted approximately 10  
28 cats during the months of September and October. As you'll see Spencer  
29 was one of the cats adopted and you'll see there are three that are from,  
30 Broken Promises has the cat adoption program there at PetSmart. So there  
31 are a few of them pictured here.

32 Cat's Meow rescued seven kittens this fall from the Animal Services  
33 Center and you see them pictured here. They adopted about 11 felines this  
34 past month and a half, and they have about 35 feline residents at their  
35 adoption center. And here you see a volunteer who's pictured socializing  
36 three cats at their adoption facility. They have approximately 25 more cats  
37 in their foster program.

38 Cherished K-9's holds adoption events a couple times a month at  
39 Pet's Barn and they feature 40 or more dogs at those events. Here's a  
40 recent adoption of Harlee. And their recent adoption events have resulted  
41 with at least seven dogs being adopted. In addition to their foster program  
42 they are also involved in transport and rescue and they pull dogs from the  
43 shelter when they're able as you'll note with this Great Dane that they  
44 intercepted and then they were able to get into a rescue.

45 Doña Ana County Humane Society's been very successful with their  
46 Pets for Seniors assist program which they provide \$50 towards adoption

1 fee cost for a Shelter animal who's adopted by a senior. And approximately  
2 16 Shelter pets were adopted within the past couple of months this fall  
3 through this program. And in addition to their adoption fee assist program  
4 they help pet owners who income qualify for financial assistance with  
5 veterinary cost like this adorable white cat here who was treated for  
6 digestive issues. I'm sure many of you know Kathy Lawitz. She has served  
7 as the Doña Ana County Humane Society Executive Director for 10 years  
8 and she is moving to Bakersfield, California. And April Anaya who we know  
9 was formerly with the Community Foundation of Southern New Mexico is  
10 the new Executive Director for the Doña Ana County Humane Society.

11 The Humane Society of Southern New Mexico. Here you see  
12 pictured Jeff, board members Jeff Murphy and Frank Bryce are pictured at  
13 the dog park Halloween event with UNcaged Paws, Check the Chip. And  
14 here they're assisting with a microchipping for two Dalmatian dogs. HSSNM  
15 has chipped and registered over 8,000 animals since 2014 and we're  
16 nearing the 9,000 mark. Board member Casey Jobling is pictured here with  
17 her Malti-Poo Teddy at a Critter Connections session at the Boys and Girls  
18 Club recently. HSSNM holds humane education sessions and several  
19 classes on a weekly basis in the public schools and we also give  
20 presentations by special request. HSSNM averages 26 to 30 humane  
21 education sessions a month with youth. This'll be the Humane Society's  
22 sixth or seventh year doing the holiday gift box project and we are partnering  
23 with a local business Funky Karma and with the Unitarian Church for the  
24 project.

25 And here is some of the October and November activities of the  
26 Coalition. We have attended meetings of the Animal Care Task Force and  
27 Rick is involved with the cat transport team and they meet at the Animal  
28 Shelter working on trying to find rescue and options for Shelter cats. We of  
29 course attend these meetings and then we have our own leadership  
30 meetings. Some of the events that we've attended this past, during the  
31 month of October, November is the Cat's Meow. We attended a fundraiser  
32 music event and of course the dog park event which you saw in the slides.  
33 And we also were involved in the Show Up for Animals with Animal  
34 Protection New Mexico Voters at the, and it was held at the Unitarian  
35 Church.

36 The Coalition is going to be holding a holiday social dinner which we,  
37 this will be our third year to do that. And we will be recognizing some people  
38 at the dinner and there'll be more details that will be following and you'll of  
39 course all receive an invitation. But it will be held December the 11th at  
40 Habañeros and our phone numbers are listed if you wish to RSVP now you  
41 can. And that concludes our report. I don't know if you have any questions.  
42 I saw this rescue adopt and foster and I thought it was a good picture to  
43 copy of the slides to end it. Thank you very much.

44  
45 Ellins: Thank you.  
46

1 **VI. PUBLIC INPUT**

2  
3 Ellins: At this point I call for public input. Unprecedented.

4  
5 **VII. CHAIR AND BOARD COMMENTS**

6  
7 Ellins: Chair comments and Board comments? Mr. Dollahon. Board Member.

8  
9 Dollahon: Mr. Chairman. I'm going to schedule a meeting with Clint after today's  
10 meeting to discuss some administrative issues between our agreement,  
11 between the City and the ASCMV. Our JPA is not, in my opinion, up to date  
12 and that may be something that we want to discuss with, I'll start with the  
13 Executive Director and then he can probably bring it to the Executive  
14 Committee. But I think there's some administrative things that we need to  
15 address in the JPA compared to our agreement now and what the City is  
16 actually providing to the Animal Service Center. The City is actually doing  
17 more than is required by the JPA and that's fine but we need to address  
18 that.

19 I think we also need to be prepared to discuss potentially in the short  
20 term an update to the JPA and our potential funding mechanism that we  
21 use for that. I don't think as Councilor Eakman may have previously  
22 discussed with the Board, there's no potential for updates to the JPA on our  
23 funding formula and that needs to be part of that discussion on an update  
24 to the JPA.

25 And the other thing the JPA requires is that this Board meets monthly  
26 which is mandated by the JPA but that may not be our most prudent and  
27 efficient use of time and money to meet monthly. If we can meet less  
28 frequently, for example today's meeting is relatively short and there was no  
29 actual action items other than approving the minutes which we could have  
30 done at the next scheduled meeting. So every other month or at least once  
31 quarterly. But I think because the JPA says we have to meet monthly we're  
32 having to meet monthly when we could go to a less frequent schedule in my  
33 opinion. I will address, start that process with the Executive Director.

34  
35 Ellins: So we will have something to talk about next month and not just gossip.

36  
37 **VIII. Adjournment (9:48 AM)**

38  
39 Ellins: At this point without objection we are adjourned.

40  
41 **BOARD OF DIRECTORS**

42  
43 \_\_\_\_\_  
44 Lynn Ellins, Chairperson  
45  
46 \_\_\_\_\_



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Jack Eakman, Vice-Chair

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Kasandra Gandara, Board Member

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Ramon S. Gonzalez, Board Member

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Manuel Sanchez, Board Member

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Gregory Z. Smith, Board Member

ATTEST:

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Amanda Lopez Askin, County Clerk

## Animal Services Center of the Mesilla Valley

Monthly Statistics Report-November 2019

INTAKE	Dogs	Cats	Rabbits	Reptiles	Pocket Pets	Avian E	Avian L, W	Livestock	Wildlife	Total
<b>City of Las Cruces</b>										
Owner Surrender	63	9	6							78
Returned Adoptions	1	1								2
Seized/Welfare Hold	4	4								8
Strays (brought in by the public)	58	29			1					88
Strays (brought in by Animal Control)	93	91					3			187
Wildlife									6	6
<b>Subtotal City of Las Cruces</b>	<b>219</b>	<b>134</b>	<b>6</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>3</b>	<b>0</b>	<b>6</b>	<b>369</b>
<b>Doña Ana County</b>										
Owner Surrender	76	2								78
Returned Adoptions	3	0								3
Seized/Welfare Hold	7	0								7
Strays (brought in by the public)	37	46								83
Strays (brought in by Animal Control)	121	53								174
Wildlife										0
<b>Subtotal Doña Ana County</b>	<b>244</b>	<b>101</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>345</b>
Anthony, NM	15	22								37
Hatch	0	1								1
Sunland Park	9	0								9
Community Cats										0
Jurisdiction Unknown/Other										0
<b>Total Intake</b>	<b>487</b>	<b>258</b>	<b>6</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>3</b>	<b>0</b>	<b>6</b>	<b>761</b>

OUTCOME	Admin Missing	Foster-Escaped	Foster-Lost Contact	Foster-Stolen From	FTA-Escaped	FTA-Lost Contact	FTA-Gave Away (Foster)	Offsite-Missing	Offsite-Stolen From	Shelter-Escaped	Shelter-Missing	Total
<b>Admin Missing</b>												
(city and county)												
Foster-Escaped												0
Foster-Lost Contact			1									1
Foster-Stolen From												0
FTA-Escaped					1							1
FTA-Lost Contact												0
FTA-Gave Away (Foster)												0
Offsite-Missing												0
Offsite-Stolen From												0
Shelter-Escaped									1			1
Shelter-Missing												0

	Dogs	Cats	Rabbits	Reptiles	Pocket Pets	Avian E	Avian L, W	Livestock (horse, goat, sheep, pig, donkey)	Wildlife (skunk, bat, coyote, fox, raccoon)	Total
Shelter-Stolen	2	1	0	0	0	0	0	0	0	3
Subtotal Admin Missing	150	112	2		1					265
Adoptions	9	11								20
Expired in Shelter Care	4	8								12
Expired in Foster Care										0
DOA										104
Return to Owner	100	4								186
Transferred Out (Rescues)	182	4								53
Community Cats (TNR)		53							4	4
Wildlife Release										34
Owner Request Euthanasia	32	2								0
Euthanized										14
Behavior - Aggressive - Dog	14									3
Behavior - Aggressive - Human	1	2								70
Behavior - Feral		70								6
Behavior - High Arousal Level	6									0
Behavior - Problem Eliminator										4
Behavior - Resources Guarding	4									4
Behavior - Timid	2	2								10
Behavior - Timid - Fear Biter	10									1
Court Order	1									32
Medical Issues General	10	21							1	1
Medical - Distemper - TX	1									0
Medical - Distemper - Non TX										0
Medical - Distemper - Exposed										0
Medical - Fely										0
Medical - FIV		1								1
Medical - HW Positive - TX										0
Medical - HW Positive - Non TX										0
Medical - Mange - TX										0
Medical - Mange - Non TX										0
Medical - Mass	1	1								2
Medical - Neurological		1								1
Medical - Organ Failure										0
Medical - Parvo - TX										0
Medical - Parvo - Non TX	1									1
Medical - Pregnant										0
Medical - Prolapse										0
Medical - Respiratory Signs - TX	14	7								21
Medical - Respiratory Signs - Non TX		2								2
Medical - Ringworm		18								18
Medical - Too Old	1	1								2
Medical - Too Young		4								4
Medical - URI - TX										0
Medical - URI - Non TX										0

	Dogs	Cats	Rabbits	Reptiles	Pocket Pets	Avian E	Avian L, W	Livestock	Wildlife	Total
Rabies Suspect										0
Rabies Suspect - Injured										0
Rabies Suspect - Wildlife									1	1
Rabies Suspect - Sick/Symptomatic										0
Severe Injuries - General	1	3								4
Severe Injuries - Animal Attack	1									1
Severe Injuries - Hit By Car	2	2								4
Space - General		2								2
Space - Behavior	13	2								15
Space - Medical	17	14								31
<b>Subtotal Euthanized</b>	<b>100</b>	<b>153</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>255</b>
<b>Euthanasia Rate</b>	<b>20.5%</b>	<b>59.3%</b>	<b>na</b>	<b>na</b>	<b>na</b>	<b>na</b>	<b>na</b>	<b>na</b>	<b>33.3%</b>	<b>33.5%</b>
<b>Total Outcome</b>	<b>579</b>	<b>348</b>	<b>2</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>6</b>	<b>936</b>

<b>Public Services</b>	City Clinic (includes outside surgeries, vaccinations, and microchips)										0
	County Clinic (includes outside surgeries, vaccinations, and microchips)										0
	Jurisdiction Unknown										0
	<b>Subtotal Clinic In</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	Clinic Out (includes outside surgeries, vaccinations, and microchips)	17	43								60

<b>Grand Total</b>	<b>Intake*</b>	<b>487</b>	<b>258</b>	<b>6</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>3</b>	<b>6</b>	<b>761</b>
	<b>Outcome*</b>	<b>579</b>	<b>348</b>	<b>2</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>6</b>	<b>936</b>

<b>Statistics</b>	<b>Live Release Rate</b>	<b>81.2%</b>	<b>53.1%</b>	<b>100.0%</b>	<b>na</b>	<b>100.0%</b>	<b>na</b>	<b>na</b>	<b>66.7%</b>	<b>70.6%</b>
	<b>Euthanized, Expired in Shelter, DOA</b>	<b>109</b>	<b>164</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>275</b>
	<b>Average Intake/day</b>	<b>15.7</b>	<b>8.3</b>	<b>0.2</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.1</b>	<b>0.2</b>	<b>25.4</b>
	<b>Average Outcome/day</b>	<b>18.7</b>	<b>11.2</b>	<b>0.1</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.2</b>	<b>31.2</b>
	<b>Average Euthanizations/day</b>	<b>3.2</b>	<b>4.9</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.1</b>	<b>8.5</b>
	<b>Average RTO/day</b>	<b>3.2</b>	<b>0.1</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>3.5</b>
	<b>Average Adoptions/day</b>	<b>4.8</b>	<b>3.6</b>	<b>0.1</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>8.8</b>



**ANIMAL SERVICE CENTER OF THE MESILLA VALLEY  
RESOLUTION NO. 2019-11**

**A RESOLUTION ESTABLISHING A FORMAL REQUEST FOR THE CITY OF LAS CRUCES AND DONA ANA COUNTY TO REVIEW THE JOINT POWERS AGREEMENT (JPA) FOR THE ANIMAL SERVICES CENTER OF THE MESILLA VALLEY (ASCMV).**

The Animal Service Center of Mesilla Valley (ASCMV) Board of Directors is hereby informed that:

**WHEREAS**, it is appropriate that representatives from the City and County review the current JPA as the need arises.

**WHEREAS**, the JPA was last reviewed in 2012.

**WHEREAS**, after a review performed by the city, it was found the city was performing several additional administrative duties not assigned in the JPA.

**NOW THEREFORE**, be it resolved by the Board of Directors for the Animal Services Center of the Mesilla Valley:

**THAT** the Board hereby formally requests that the City of Las Cruces and Dona Ana County to immediately form a committee of city and county representatives through their respective established procedures and jointly review the JPA and update as needed.

**PASSED AND APPROVED** this 12<sup>th</sup> day of December, 2019.

\_\_\_\_\_  
Board Chair

MOVED BY: \_\_\_\_\_

SECONDED BY: \_\_\_\_\_

VOTE:

Lynn Ellins, Chair \_\_\_\_\_  yea  nay

Jack Eakman, Vice-Chair \_\_\_\_\_  yes  nay

Kasandra Gandara, Member \_\_\_\_\_  yea  nay

Ramon S. Gonzalez, Member \_\_\_\_\_  yea  nay

Manuel Sanchez, Member \_\_\_\_\_  yea  nay

Gregory Z. Smith, Member \_\_\_\_\_  yea  nay

David Dollahon, Ex-Officio Member \_\_\_\_\_  yea  nay

Mary Lou Ward, Ex-Officio Member \_\_\_\_\_  yea  nay

ATTEST:

\_\_\_\_\_  
Amanda López Askin, Ph. D., County Clerk



**ANIMAL SERVICE CENTER OF THE MESILLA VALLEY  
RESOLUTION NO. 2019-12**

**A RESOLUTION AMENDING THE CONTRACT OF CLINT THACKER, EXECUTIVE DIRECTOR  
FOR THE ANIMAL SERVICE CENTER OF THE MESILLA VALLEY (ASCMV), AS OUTLINED  
BELOW.**

**WHEREAS**, the Board of Directors of the Animal Services Center of the Mesilla Valley is tasked to represent and address the needs of its residents and the humane treatment of their companion animals, and

**WHEREAS**, the Board of Directors of the ASCMV is engaged in a long-term effort to improve the humane care of animals in Doña Ana County, to provide a safe shelter for lost, mistreated and abandoned animals, and to use all available resources to place such animals in safe, loving and permanent homes, and

**WHEREAS**, in the interest of these objectives, the Board desires to promote stability in management and security among the employees, and

**WHEREAS**, the ASCMV Board of Directors completed an annual performance review for Executive Director Clint Thacker in a closed session on November 14<sup>th</sup>, 2019, and

**WHEREAS**, his performance was deemed to meet or exceed expectations across all evaluation criteria based on the fact that the overall operation and condition of the Animal Services Center of the Mesilla Valley is satisfactory and is proceeding in a positive direction,

**NOW THEREFORE**, the Board of Directors of the Animal Services Center of the Mesilla Valley hereby resolves that Clint Thacker, Executive Director be offered a contract extension and pay raise according to the terms of the attached Addendum to the Employee Contract Agreement for the Executive Director of the Animal Services Center of the Mesilla Valley (Exhibit "A").

**PASSED AND APPROVED** this 12<sup>th</sup> day of December, 2019

\_\_\_\_\_  
Board Chairperson

Moved By: \_\_\_\_\_

Seconded By: \_\_\_\_\_

VOTE:

Lynn Ellins, Chair \_\_\_\_\_  yea  nay

Jack Eakman, Vice-Chair \_\_\_\_\_  yes  nay

Kasandra Gandara, Member \_\_\_\_\_  yea  nay

Ramon S. Gonzalez, Member \_\_\_\_\_  yea  nay

Manuel Sanchez, Member \_\_\_\_\_  yea  nay

Gregory Z. Smith, Member \_\_\_\_\_  yea  nay

David Dollahon, Ex-Officio Member \_\_\_\_\_  yea  nay

Mary Lou Ward, Ex-Officio Member \_\_\_\_\_  yea  nay

ATTEST:

\_\_\_\_\_  
Amanda López Askin, Ph. D., County Clerk



**ADDENDUM TO**  
**EMPLOYMENT CONTRACT AGREEMENT FOR THE**  
Director of Animal Services Center of the Mesilla Valley

**Recitals**

**Whereas** the Animal Services Center of the Mesilla Valley ("ASCMV") and Clint Thacker ("Employee") entered into and agreement wherein Employee would serve as Director of the ASCMV on November 27, 2017 ("Agreement"); and

**Whereas** the ASCMV Board of Directors passed a resolution on March 14, 2019 amending Paragraph Five in the Agreement Concerning the Employee's salary from \$95,000.00 annually to \$108,350.00 annually with an effective date of March 17, 2019; and

**Whereas** the ASCMV Board of Directors passed a resolution on December 12, 2019 amending Paragraphs Two and Five in the Agreement Concerning the Employee's term from November 26, 2019 through to December 31, 2021 and the Employee's salary from \$108,350.00 annually to \$111,601.00 annually with a retroactive effective date of December 8, 2019.

**Addendum to Agreement**

**1. TERM:**

ASCMV and Employee agree that employee's term shall be from November 27, 2019 through to December 31, 2021.

**2. SALARY:**

ASCMV and Employee agree that employee's new salary shall be \$111,601.00 for the remainder of the term of the Agreement.

All other provisions of the Agreement shall remain in full force and effect. This addendum supersedes any provisions of the original agreement that may conflict with it.

\_\_\_\_\_  
Board Chair

\_\_\_\_\_  
Date

\_\_\_\_\_  
Employee

\_\_\_\_\_  
Date



(I)

In the event the services of any Animal Service Center of the Mesilla Valley employee(s) is necessary on any of the holidays listed, compensation shall be made at the approved holiday rate that has been established.

(II)

The Director is hereby authorized to do all deeds necessary to accomplish the intent and implementation of this resolution.

**PASSED AND APPROVED this 12<sup>th</sup> day of December, 2019.**

\_\_\_\_\_  
Board Chairperson

Moved By: \_\_\_\_\_

Seconded By: \_\_\_\_\_

VOTE:

Lynn Ellins, Chair \_\_\_\_\_  yea  nay

Jack Eakman, Vice-Chair \_\_\_\_\_  yes  nay

Kasandra Gandara, Member \_\_\_\_\_  yea  nay

Ramon S. Gonzalez, Member \_\_\_\_\_  yea  nay

Manuel Sanchez, Member \_\_\_\_\_  yea  nay

Gregory Smith, Member \_\_\_\_\_  yea  nay

David Dollahon, Ex-Officio Member \_\_\_\_\_  yea  nay

Mary Lou Ward, Ex-Officio Member \_\_\_\_\_  yea  nay

ATTEST:

\_\_\_\_\_  
Amanda López Askin, Ph.D., County Clerk



**ANIMAL SERVICE CENTER OF THE MESILLA VALLEY  
RESOLUTION NO. 2019-14**

**A RESOLUTION PROVIDING FOR DETERMINATION OF REASONABLE NOTICE OF MEETINGS AND MEETING DATE OF THE ANIMAL SERVICE CENTER OF THE MESILLA VALLEY BOARD OF DIRECTORS**

**WHEREAS**, Section 10-15-1(B) of the Open Meetings Act (NMSA 1978, Sections 10-15-1 to -4) states that, except as may be otherwise provided in the Constitution or the provisions of the Open Meetings Act, all meetings of a quorum of members of any board, council, commission, administrative adjudicatory body or other policymaking body of any state or local public agency held for the purpose of formulating public policy, discussing public business or for the purpose of taking any action within the authority of or the delegated authority of such body, are declared to be public meetings open to the public at all times; and

**WHEREAS**, any meetings subject to the Open Meetings Act at which the discussion or adoption of any proposed resolution, rule, regulation or formal action occurs shall be held only after reasonable notice to the public; and

**WHEREAS**, House Bill 21 amended the Open Meetings Act (OMA) to increase the time that public bodies must make the final agenda available from at least 24 hours prior to a meeting to at least 72 hours, except in the case of an emergency; and

**WHEREAS**, Section 10-15-1 (D) of the open Meetings Act requires the Board of Directors of the Animal Service Center of the Mesilla Valley to determine annually what constitutes reasonable notice of its public meetings;

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the Animal Service Center of the Mesilla Valley that:

1. All meetings shall be held at the City Council Chambers, City Hall, 700 N. Main St., Las Cruces, New Mexico at 9:00 a.m. or as indicated in the meeting notice.
2. Unless otherwise specified, regular meetings shall be held each month on the fourth Thursday of the month. The agenda will be available at least seventy-two hours prior to the meeting. The notice shall indicate how a copy of the agenda may be obtained.
3. Special meetings may be called by the chairman or a majority of the members upon three days notice. The notice shall include an agenda for the meeting or information on how members of the public may obtain a copy of the agenda. The agenda shall be available to the public at least twenty-four hours before any special meeting.
4. Emergency meetings will be called only under unforeseen circumstances that demand immediate action to protect the health, safety and property of citizens or to protect the public body from substantial financial loss. The Board of Directors of the Animal Service Center of the Mesilla Valley will avoid emergency meetings whenever possible. Emergency meetings may be called by the Chairman or a majority of the members upon twenty-four hours notice, unless threat of personal injury or property damage requires less notice. The notice for all emergency meetings shall include an agenda for the meeting or information on how the public may obtain a copy of the agenda.
5. For the purposes of regular meetings described in paragraph 2 of this resolution, notice requirements are met if notice of the date, time, place and agenda is posted in the following locations: Branigan Library, City of Las Cruces Clerks Office, and the Doña Ana County Clerks Office.
6. For the purposes of special meetings and emergency meetings described in paragraphs 3 and 4 of this resolution, notice requirements are met if notice of the date, time, place and agenda is posted in the following locations: Branigan Library, City of Las Cruces Clerks Office, and the Doña Ana County Clerks Office.
7. In addition to the information specified above, all notices shall include the following language:

*If You Need an Accommodation for a Disability to Enable You to Fully Participate in the Event Please Contact Us 48 Hours Before the Event at 382-0018/v or 541-2128/tty.*

8. The Board of Directors of the Animal Service Center of the Mesilla Valley may close a meeting to the public only if the subject matter of such discussion or action is excepted from the open meeting requirement under Section 10-15-1(H) of the Open Meetings Act:

(a) If any meeting is closed during an open meeting, such closure shall be approved by a majority vote of a quorum of the Board of Directors of the Animal Service Center of the Mesilla Valley taken during the open meeting. The authority for the closed meeting and the subjects to be discussed shall be stated with reasonable specificity in the motion to close and the vote of each individual member on the motion to close shall be recorded in the minutes. Only those subjects specified in the motion may be discussed in the closed meeting.

(b) If a closed meeting is conducted when the Board of Directors of the Animal Service Center of the Mesilla Valley is not in an open meeting, the closed meeting shall not be held until public notice, appropriate under the circumstances, stating the specific provision of law authorizing the closed meeting and the subjects to be discussed with reasonable specificity, is given to the members and to the general public.

(c) Following completion of any closed meeting, the minutes of the open meeting that was closed, or the minutes of the next open meeting if the closed meeting was separately scheduled, shall state whether the matters discussed in the closed meeting were limited only to those specified in the motion or notice for closure.

(d) Except as provided in Section 10-15-1(H) of the Open Meetings Act, any action taken as a result of discussions in a closed meeting shall be made by vote of the Board of Directors of the Animal Service Center of the Mesilla Valley in an open public meeting.

**PASSED AND APPROVED this 12<sup>th</sup> day of December, 2019.**

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Board Chairperson

Moved By: \_\_\_\_\_

Seconded By: \_\_\_\_\_

VOTE:

Lynn Ellins, Chair \_\_\_\_\_  yea  nay

Jack Eakman, Vice-Chair \_\_\_\_\_  yea  nay

Kasandra Gandara, Member \_\_\_\_\_  yea  nay

Ramon S. Gonzalez, Member \_\_\_\_\_  yea  nay

Manuel Sanchez, Member \_\_\_\_\_  yea  nay

Gregory Smith, Member \_\_\_\_\_  yea  nay

David Dollahon, Ex-Officio Member \_\_\_\_\_  yea  nay

Mary Lou Ward, Ex-Officio Member \_\_\_\_\_  yea  nay

ATTEST:

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Amanda López Askin, Ph. D., County Clerk



**800 W. Picacho Ave.  
Las Cruces, NM 88005  
575-571-4654**

**ACTion Programs for Animals  
-Stats for November 2019-**

**Intake: 5 Dogs, 2 Cats  
Adoptions: 7 Dogs, 16 Cats  
Transfers: Cats 4  
Micro-Chips: 32 Dogs, 6 Cats  
384 (Jan.-Nov.)**





**P.O. Box 13826  
Las Cruces, NM 88013  
575-523-8020**

## **Report on HSSNM Programs & Services January-November 2019**

- . Adoptions: 14 cats/39 dogs**
- . Pet Help Line: 1,100+ calls answered**
- . Humane Education: 287 sessions**
- . Cans 4 Critters: \$9,565 -197 animals helped (2012- YTD)**
- . Micro-Chips – 8,700 total (2014-YTD)**



**2405 W. Picacho Ave. #103  
Las Cruces, NM 88007  
575-524-9265**

## **Spay-Neuter Action Program Stats**

**\*January-November 2019\***

- S-N Vouchers Issued: 2,038**
- Dogs: 1,333**
- Cats: 705**
- S-N Vouchers Issued for Paws 'N Hooves Mobile Clinics: 388**