

## NOTICE OF SPECIAL MEETING AND AGENDA

### Washoe County Regional Animal Services Advisory Board

**Monday, May 15, 2023 - 9:30 a.m.**

Reno City Council Chambers, One East First Street, Reno, NV 89501

or via Zoom Teleconference:

[https://us06web.zoom.us/webinar/register/WN\\_DcAPSUhdQdGSgjiGyppgqMg](https://us06web.zoom.us/webinar/register/WN_DcAPSUhdQdGSgjiGyppgqMg)

#### Members

Naomi Duerr – Chair

Irene Payne - Vice Chair	Paul Anderson
Trudy Brussard	Jill Dobbs
Mariluz Garcia	Julie McMahon

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This meeting will be held in person at the Reno City Council Chambers, 1<sup>st</sup> Floor, Reno City Hall, 1 East First Street, Reno, Nevada 89501 **and** via Zoom teleconference. To participate via Zoom, please log into the Zoom webinar at the following link: [https://us06web.zoom.us/webinar/register/WN\\_DcAPSUhdQdGSgjiGyppgqMg](https://us06web.zoom.us/webinar/register/WN_DcAPSUhdQdGSgjiGyppgqMg).

As an alternative to this link, you can join the meeting by typing Zoom.us in your computer browser, clicking “Join a Meeting” on the ZOOM website, and entering this Meeting ID: **864 5327 9791**. NOTE: This option will require a computer with audio and video capabilities. Alternatively, you can join the meeting by telephone by dialing **+1-720-707-2699**, entering the **Meeting ID: 864 5327 9791** and pressing #.

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**Possible Changes to Agenda and Timing.** The Regional Animal Services Advisory Board (ASAB) may consider items on this agenda out of order, may combine two or more items for consideration, may remove items from the agenda, and may move items to the agenda of another later meeting at any time.

**Public Comment.** Public comments are welcomed during the general public comment periods at the beginning and end of the meeting and during individual action items and are limited to three (3) minutes per person per comment period. Persons may not allocate unused time to other speakers.

Members of the public may submit public comment by either attending the meeting in person, by attending the meeting via teleconference, or by attending the meeting by telephone only. To provide public comment via Zoom, please log into the ZOOM webinar at the link above and utilize the “Raise Hand” feature during any public comment period. To provide public comment via telephone, press \*9 to “Raise Hand” and \*6 to mute/unmute. Additionally, members of the public may submit written comments via email to [advisoryboard@washoecounty.gov](mailto:advisoryboard@washoecounty.gov). The County will make reasonable efforts to send all email comments received by 4:00 p.m. on the working day prior to the meeting to the Advisory Board members prior to the meeting and will post such written comment on the ASAB’s website.

During the general public comment periods at the beginning and end of the meeting, speakers may address any matter either on or off the agenda. For the remainder of the agenda, public comment will only be heard during items listed “For Possible Action” and should be about the specific item being considered by the Advisory Board.

**Responses to Public Comments.** The Regional Animal Services Advisory Board may deliberate or take action only if a matter has been listed on an agenda properly posted prior to the meeting. The Open Meeting Law does not expressly prohibit responses to public comments by Board Members. However, responses from Board Members to unlisted public comment topics could become deliberation on a matter without notice to the public. To avoid this situation and to ensure that the public has notice of all matters the Advisory Board will consider, members may choose not to respond to public comments except to correct factual inaccuracies, ask for County staff to provide information, or ask that a matter be listed on a future agenda. The Advisory Board may do this either during the Public Comment item or

during the following item: "WASHOE COUNTY REGIONAL ANIMAL SERVICES ADVISORY BOARD MEMBERS AND/OR STAFF ANNOUNCEMENTS, REQUESTS FOR INFORMATION AND SELECTION OF TOPICS FOR FUTURE AGENDAS (Non-action item)."

**Forum Restrictions and Orderly Conduct of Business.** The Regional Animal Services Advisory Board conducts the business of Washoe County and its citizens during its meetings. The presiding officer may order the removal of any person or group of persons whose statement or other conduct disrupts the orderly, efficient or safe conduct of the meeting. Warnings against disruptive comments or behavior may or may not be given prior to removal. The viewpoint of a speaker will not be restricted, but reasonable restrictions may be imposed upon the time, place and manner of speech. Irrelevant and unduly repetitious statements and personal attacks which antagonize or incite others are examples of speech that may be reasonably limited.

**Recess:** At the discretion of the presiding officer, the ASAB may recess at any time during the meeting and may take short breaks as needed.

**Posting of Agenda.** Pursuant to NRS 241.020(4)(b), this Notice of Meeting and Agenda has been posted at the Washoe County Regional Animal Services Center (2825 Longley Lane, Reno, Nevada) and at Reno City Hall (1 East First Street, Reno, Nevada 89501); and has been electronically posted on the State of Nevada Public Notice website at: <https://notice.nv.gov> and the Washoe County Regional Animal Services' Advisory Board website at: [https://www.washoecounty.us/animal/wcras\\_advisory\\_board/index.php](https://www.washoecounty.us/animal/wcras_advisory_board/index.php).

**How to Get Copies of Agenda and Supporting Materials.** Copies of this agenda and supporting materials for the items on the agenda provided to the Regional Animal Services Advisory Board may be obtained on the Washoe County Regional Animal Services' Advisory Board website at [https://www.washoecounty.us/animal/wcras\\_advisory\\_board/index.php](https://www.washoecounty.us/animal/wcras_advisory_board/index.php), or at Washoe County Regional Animal Services, 2825 Longley Lane, Reno, Nevada, 89502, or by contacting Amanda Cirone or Tom Schley at phone (775) 353-8904, or by e-mailing [advisoryboard@washoecounty.gov](mailto:advisoryboard@washoecounty.gov). If you make a request, we can provide you with a link to the website, send you the material by email or prepare paper copies for you at no charge. Supporting materials are available to the public at the same time they are available to Advisory Board members. If materials are distributed at a meeting, they will be made available within one business day after the meeting.

## **AGENDA**

- 1. CALL TO ORDER AND DETERMINATION OF QUORUM** [Non-action item]
- 2. WELCOME AND OPENING REMARKS BY ANIMAL SERVICES ADVISORY BOARD (ASAB) CHAIR NAOMI DUERR** [Non-action item] – Welcome; Purpose and goals of today's Special Meeting; Overview of scope of ASAB's authority (Washoe County Code ("WCC") 55.036(3)).
- 3. PUBLIC COMMENT** [Non-action item] – Comment heard under this item will be limited to three (3) minutes per person and may pertain to matters both on and off the agenda. Comments are to be made to the Washoe County Regional Animal Services Advisory Board ("ASAB") as a whole.
- 4. INFORMATIONAL UPDATE ON NEVADA HUMANE SOCIETY'S ("NHS") FACILITY ASSESSMENT AND CHANGES IMPLEMENTED IN RESPONSE TO FACILITY ASSESSMENT** [Non-action item]. An informational update on NHS' 2022 facility assessment, and modifications and improvements implemented by NHS in response to the recommendations included in the *2022 Shelter Assessment Report* prepared by James Pumphrey and Kimberly Pickens. -- Presenters: Greg Hall, CEO, Nevada Humane Society; James Pumphrey, Author of 2022 NHS Shelter Assessment; Nikki Antone, NHS Consultant

5. **REVIEW AND POSSIBLE DISCUSSION OF CORRESPONDENCE RECEIVED BY THE ANIMAL SERVICES ADVISORY BOARD (“ASAB”) FROM MEMBERS OF THE PUBLIC AS RELATED TO ANIMAL CARE AND OPERATIONAL EFFECTIVENESS BETWEEN WASHOE COUNTY REGIONAL ANIMAL SERVICES (“WCRAS”) AND THE NEVADA HUMANE SOCIETY (“NHS”); IDENTIFICATION OF CONCERNS/ISSUES RELATED TO NHS THAT ARE IMPACTING WCRAS OPERATIONS; AND DISCUSSION AND POSSIBLE RECOMMENDATIONS TO WCRAS TO INCREASE OPERATIONAL EFFECTIVENESS BETWEEN WCRAS AND NHS AND/OR IMPROVE OUTCOMES FOR ANIMALS IN WASHOE COUNTY [For Possible Action].**

The ASAB shall:

- a. Review and discuss the correspondence received by the ASAB and/or other public comments received by the ASAB to the extent such correspondence/comments relate to the care of animals being transferred to NHS by WCRAS and/or the operational effectiveness between WCRAS and NHS;
- b. Identify concerns or issues related to NHS that are impacting WCRAS’s operations; and
- c. Discuss and provide possible recommendations to WCRAS with the goal of improving outcomes for animals in Washoe County. Such recommendations may include:
  - i. Continuing the 2015 Professional Services Agreement (“PSA”) between Washoe County and the Nevada Humane Society as written;
  - ii. Modifying, adding, or deleting provisions in the PSA as specified by the ASAB with the goal of increasing operational effectiveness between WCRAS and NHS under the PSA; or
  - iii. Terminating the PSA.

6. **DISCUSSION OF WASHOE COUNTY REGIONAL ANIMAL SERVICES’ (“WCRAS”) PROPOSED AMENDMENTS TO 2015 PROFESSIONAL SERVICES AGREEMENT (“PSA”) BETWEEN WASHOE COUNTY AND THE NEVADA HUMANE SOCIETY (“NHS”) [For Possible Action]**

Presentation of WCRAS’s proposed amendments to the PSA between Washoe County and NHS with the goal of increasing operational effectiveness between WCRAS and NHS, and request feedback from ASAB on proposed amendments. -- Presenter: WCRAS Director, Shyanne Schull

PSA Amendments may include, *but are not limited to*, the following operational areas:

- a) Add a new section **“Standards of performance”** to establish professional quality and accuracy of services provided and adherence to federal, state and local laws;
- b) Specify animal transfer protocols based on number of available animals and/or shelter capacity (**“Adoptable Animals”** as listed in Article 3.1 in the PSA);
- c) Add a new section **“Animal Rabies Vaccination Reporting to WCRAS”** into the PSA;
- d) Specify procedures related to licensing (**“Animal Licensing”** as listed in Article 3.2 in the PSA)
- e) Specify the timeframe for the relinquishment of an owned animal at the request of the owner (**“Owner-surrendered animals”** as listed in Article 3.3 of the PSA);
- f) Add consequences for failure to exercise the degree of care, skill and diligence ordinarily provided by animal service organizations (**“Standard of Care”** as listed in Article 5 in the PSA); and
- f) Modify requirements for evaluation/assessment of each facility (**“Evaluation of Facility”** as listed as Article 5.2 of the PSA).

7. **WASHOE COUNTY REGIONAL ANIMAL SERVICES ADVISORY BOARD MEMBERS AND/OR STAFF ANNOUNCEMENTS, REQUESTS FOR INFORMATION AND SELECTION OF TOPICS FOR FUTURE AGENDAS** [Non-action item] – Limited to items not addressed elsewhere on the agenda. The Washoe County Regional Animal Services Advisory Board may not engage in discussion or take action on any item identified under this topic. Rather, items may be placed on a future agenda for discussion and possible action.
8. **PUBLIC COMMENT** [Non-action item] – Comment heard under this item will be limited to three (3) minutes per person and may pertain to matters both on and off the Washoe County Advisory Board agenda. Comments are to be made to the Washoe County Regional Animal Services Advisory Board as a whole.
9. **ADJOURNMENT** [For Possible Action]