



Hitchcock Road Animal Services

160 Hitchcock Road, Salinas, CA 93908

Phone: (831) 769-8850 * www.hitchcockroadanimals.org

Cynthia Burnham

Animal Services Administrator

**Hitchcock Road Animal Services Agency
Board of Directors Meeting Approved Minutes**

August 15, 2024 @ 3:00PM

Meeting Location: 160 Hitchcock Road, Salinas, CA 93908, Obie’s Conference Room

Board Members Present	Staff and Guests
Supervisor Glenn Church, District 2 (Chairperson) Elsa Jimenez, Alternate Director Tonya Erickson, Interim Director Rene Mendez, Director Mayor Kimbley Craig, Alternate Director	Robert Brayer, Deputy County Counsel Cindy Burnham, Animal Services Director Gabriela Gonzalez, Secretary Karla Tinajero, Treasurer Miriam Mendoza, Finance Manager III

1.0 Call to Order and Roll Call

2.0 Approve Minutes from 07/18/2024 Meeting - *Alternate Director Jimenez motioned to approve minutes with the correction to add Elsa Jimenez, Director of Health Services as Staff present. Alternate Director Craig. Motion Passed.*

3.0 Consideration of Late Agendas or Changes to the Agenda – *None.*

4.0 Public Comment – *Public comment was opened and then closed.*

5.0 Regular Agenda

5.1 Receive Operation Report and statistics for July 2024. *C. Burnham presented.*

5.2 Receive staffing and budget updates. *K. Tinajero presented.*

5.3 Sub-Committee Updates:

5.3.1 JPA Membership: *no update*

5.4 Review MOU draft between JPA and County and provide direction to staff: *Direction to add an expiration/review date to MOU draft that goes along with Budget review. Also, change the ‘lead agency’ to ‘Administrative Agency’ in language.*

5.5 Strategic Planning Discussion: *Direction to staff to contract with a facilitator of choice, recommendations were provided. Agreed to have this scheduled for the month of October 2024.*

6.0 ANNOUNCEMENTS AND ADJOURNMENT- *None*

Next Regular Meeting: September 19, 2024 at 3:00PM

Documents related to agenda items that are distributed to the HRAS Agency Board less than 72 hours prior to the meeting shall be available for public inspection at 160 Hitchcock Road, Salinas, California. Documents distributed to the HRAS Agency Board at the meeting by HRAS staff will be available to the

public at the meeting; documents distributed to the HRAS Agency Board by members of the public shall be made available after the meeting.

ALTERNATE AGENDA FORMATS: If requested, the agenda shall be made available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 USC Sec. 12132), and the federal rules and regulations adopted in implementation thereof. Individuals with a disability requiring a modification or accommodation, including auxiliary aids or services, in order to participate in the public meeting may make these requests to the HRAS Animal Services Administrator at 160 Hitchcock Road, Salinas, Ca 93908 or 831-769-8796.