

**Meeting Date:** 7/12/2016

**Report Type:** Staff/Discussion

**Report ID:** 2016-00686

Personnel and  
Public Employees  
Committee Report

915 I Street, 1<sup>st</sup> Floor

[www.CityofSacramento.org](http://www.CityofSacramento.org)

**Title:** Conduct Interviews for the Animal Care Services Citizens Advisory Committee

**Location:** Citywide

**Recommendation:** 1) Conduct interviews of applicant(s) to the Animal Care Services Citizens Advisory Committee for Seat B: A member who is a licensed veterinarian, veterinary technician, or a person actively involved in the operation of an animal control/humane society agency; and 2) continue the item to the next meeting for discussion and nomination(s).

**Contact:** Wendy Klock-Johnson, Assistant City Clerk, (916) 808-7509, Office of the City Clerk; Candace Noguchi, Support Services Manager, (916) 808-8880, Community Development Department

**Presenter:** None.

**Department:** City Clerk

**Division:** City Clerk

**Dept ID:** 04001011

**Attachments:**

- 1-Description/Analysis
- 2-Background
- 3-Board Details and Roster
- 4-Application

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**City Attorney Review**

Approved as to Form  
Gary Lindsey  
6/16/2016 10:02:10 AM

**Approvals/Acknowledgements**

Department Director or Designee: Wendy Klock-Johnson - 6/15/2016 7:12:29 PM

## **Description/Analysis**

**Issue Detail:** Prior to forwarding nominations to the Mayor for appointment, the Personnel and Public Employees Committee conducts interviews of applicants for open board and commission positions.

**Policy Considerations:** None.

**Economic Impacts:** None.

**Environmental Considerations:** None.

**Sustainability:** None.

**Commission/Committee Action:** None.

**Rationale for Recommendation:** When a position on a City board or commission becomes available thru term expiration or resignation, the Office of the City Clerk conducts a recruitment for interested parties. When the application period has closed, the Personnel and Public Employee Committee conducts interviews of the applicants and forwards nominations to the Mayor for appointment.

**Financial Considerations:** None.

**Local Business Enterprise (LBE):** None.

## Attachment 02 – Background

### Animal Care Services Citizens Advisory Committee (Interviews)

**BACKGROUND:** There is one candidate applying to fill one vacant position **Seat B:** A member who is a licensed veterinarian, veterinary technician, or a person actively involved in the operation of an animal control/humane society agency on the Animal Care Services Citizens Advisory Committee. The following is a brief history of compliance requirements for incumbents on this Commission.

#### VACANCY INFORMATION

Seat Description	Term	Residency	Incumbent
<b>Seat B:</b> A member who is a licensed veterinarian, veterinary technician, or a person actively involved in the operation of an animal control/humane society agency.	Full	Required	Elizabeth Gaylord (Resigned)

#### INCUMBENT INFORMATION

**Elizabeth Gaylord** is the incumbent for Seat B. She was appointed to a full term on 5/12/2015 and resigned on 10/16/2015, making this seat eligible for appointment to a partial term.

#### SUMMARY OF APPLICANTS

Applicant Name	Seat	District	Interview Status
Joe Robustelli	B	4	Attendance confirmed.



City of Sacramento

# ANIMAL CARE SERVICES CITIZENS ADVISORY COMMITTEE

## BOARD DETAILS



**OVERVIEW**



**SIZE** 7 Seats



**TERM LENGTH** 3 Years



**TERM LIMIT** 2 Year

The committee shall: (1) Provide advisory recommendations to the Mayor and Sacramento City Council on strategies, policies, and programs related to quality care of animals housed in the City's facility; increase awareness of animals for adoption, importance of spay/neuter of animals, assist in soliciting input from the community related to unclaimed deposits for spay/neuter deposits; educate the community regarding the humane treatment of animals and other matters related to animal care responsibilities (2) Provide a forum for public discussion of city's efforts to bring positive change and improvements to animal care services Center (3) Serve as a liaison to the Mayor, Sacramento City Council and city staff on behalf of the community on matters related to animal care services.



### DETAILS

#### BOARD TYPE

City Advisory

#### MEMBERSHIP CATEGORIES

- Seat A - Member who is a licensed veterinarian
- Seat B - Member who is a licensed veterinarian, veterinary technician, or a person actively involved in the operation of an animal control/humane society agency
- Seat C - Member actively involved in the operation of an animal welfare organization
- Seat D - Member actively involved in the operation of an animal welfare organization
- Seat E - Member representing the community at large, who is not an animal care professional or affiliated with an animal welfare organization
- Seat F - Member representing the community at large, who is not an animal care professional or affiliated with an animal welfare organization
- Seat G - Member representing the community at large, who is not an animal care professional or affiliated with an animal welfare organization

#### WEBSITE

<http://www.cityofsacramento.org/generalservices/animal-care/>

#### MANAGING AGENCY

City of Sacramento/Community Development Department

#### MEETING LOCATION

2127 Front Street Animal Care New Cattery Multi-Purpose Room Sacramento, CA 95818

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<b>MEETING TIME</b>	6:00pm
<b>MEETING FREQUENCY</b>	Monthly
<b>STATEMENT OF ECONOMIC INTEREST (SEI)</b>	Required
<b>SEI CONTACT NAME</b>	Sacramento City Clerk
<b>SEI CONTACT EMAIL</b>	clerk@cityofsacramento.org
<b>SEI CONTACT NUMBER</b>	(916) 808-7200
<b>FORMATION INFORMATION</b>	Sacramento City Ordinance 2001-0052 ( <a href="#">City Code section 2.86</a> )
<b>FORMATION DATE</b>	1/18/2002
<b>ADDITIONAL DETAILS</b>	NA
<b>COMMENTS (INTERNAL)</b>	Residency in Greater Sacramento Area allowed for Seats A-D. City residency required for Seats E-G.

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City of Sacramento

# ANIMAL CARE SERVICES CITIZENS ADVISORY COMMITTEE

## BOARD ROSTER



**SAMANTHA FARMER**

**1 Term** Feb 24, 2015 - Apr 25, 2018

**Position** Member representing the community at large, who is not an animal care professional or affiliated with an animal welfare organization

**Category** Seat F

**Appointed by** Nomination: P&PE Committee / Appointment: Mayor



**KATHLEEN GARCIA**

**2 Term** May 12, 2015 - Apr 26, 2018

**Position** Member representing the community at large, who is not an animal care professional or affiliated with an animal welfare organization

**Category** Seat E

**Appointed by** Nominated by P&PE/Appointed by the Mayor



**CAROLINE GODKIN**

**1 Term** May 12, 2015 - Apr 26, 2018

**Position** Member actively involved in the operation of an animal welfare organization

**Category** Seat C

**Appointed by** Nominated by P&PE/Appointed by the Mayor



**DON HENKLE**

**1 Term** Feb 24, 2015 - Apr 25, 2018

**Position** Member actively involved in the operation of an animal welfare organization

**Category** Seat D

**Appointed by** Nomination: P&PE Committee / Appointment: Mayor



**PAUL SOMERHAUSEN**

**1 Term** May 12, 2015 - Apr 25, 2018

**Position** Member representing the community at large, who is not an animal care professional or affiliated with an animal welfare organization

**Category** Seat G

**Appointed by** Nomination: P&PE Committee / Appointment: Mayor



**VACANCY**

**Position** Member who is a licensed veterinarian, veterinary technician, or a person actively involved in the operation of an animal control/humane society agency

**Category** Seat B-Application Closing Period 6/10/2016

**Appointed by** Nomination: P&PE Committee / Appointment: Mayor



**VACANCY**

**Position** Member who is a licensed veterinarian

**Category** Seat A: Application Period Closes 7/1/2016

**Appointed by** Nomination: P&PE Committee / Appointment: Mayor

# Application for City Advisory Bodies

## City Advisory Body Information

This document and its contents may be subject to the California Public Records Act, and as such therefore be subject to public disclosure unless otherwise exempt under the act.

### Which Boards would you like to apply for?

Animal Care Services Citizens Advisory Committee

### Seat # and Description (please indicate all Seats in which you are qualified for):

Seat B Member who is a licensed veterinarian, veterinary technician, or a person actively involved in the operation of an animal control/humane society agency

Name of Company/Organization being Represented (if Applicable):

If Company/Organization Authorization Letter is required, email to [clerk@cityofsacramento.org](mailto:clerk@cityofsacramento.org)

## Profile

Joe  
First Name

Robustelli  
Last Name

[Redacted]  
Email Address

Please provide your **residential** address if residency is required. Otherwise, please provide your preferred mailing address.

[Redacted]  
Street Address

Suite or Apt

Sacramento  
City

CA  
State

95818  
Postal Code

### Council District 4

Business Council District



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Primary Phone

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**Are you currently, or have you in the past, served on a city advisory body?**

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Yes  No

**If Yes, provide the name of the meeting body and how that service supports your application:**

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**Do you, or any immediate family member, have any relationship (professional, financial or otherwise) that may present a potential conflict of interest for the meeting body applied for?**

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Yes  No

**If Yes, please explain:**

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## **Applicant Interest Statement**

**Please state the reason(s) you would like to be a member of this city advisory body and share any additional experience, community activities, or other qualifications that would be helpful in evaluating your application.**

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I am interested in being a member of the Animal Care Services Citizen's Advisory Board because of my dedication to companion animals and community education regarding animal welfare issues. I have been volunteering and working in the animal welfare sector for the past 7 years and in the non-profit sector for over 25 years. My current position is with the Humane Society Veterinary Medical Association. We work with veterinary professionals advocating for more humane treatment of animals through legislation, education and direct care. Our work ranges from getting the use of gas chambers for euthanasia banned in states that allow it to providing free medical services to Native American Reservations. We also provide education and support to the veterinary community. We have also partnered with the Association of Shelter Veterinarians to present a webinar on how shelters and private veterinary clinics can collaborate together. This is becoming increasingly important as there are more conversations regarding access (or lack of) to veterinary care.

Before that I served as the Director of Community Programs for the East Bay SPCA in Oakland where I was able to merge my compassion for animals with my dedication to youth development. At the SPCA I managed all of our volunteer programs, humane education programs, community outreach programs and humane advocate programs. During my time there I spearheaded collaborations with more than 26 community organizations creating volunteer and educational opportunities. We also created community outreach events provided checkups and vaccinations to over 1,000 animals a year, operated a pet food pantry stocked entirely by donations and provided over 500 free spay/neuter surgeries. I firmly believe that community awareness and education regarding animal welfare are key to solving many of the issues that exist today.

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## Education

### CSU Sacramento

Institution Name:

### General

Area of Study:

### 1/88-6/89

Attended (mm/yy - mm/yy):

### None

Degree Earned:

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Institution Name:

Area of Study:

Attended (mm/yy - mm/yy):

Degree Earned:

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Institution Name:

Area of Study:

Attended (mm/yy - mm/yy):

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Degree Earned

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## Employment

List work experience for the most recent five years, beginning with current (or most recent) employment.

12/14-current

From (mm/yy) - To (mm/yy):

Humane Society Veterinary Medical Association

Employer:

231 G Street Suite 221 Davis CA 95616

Address:

## Job Duties

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- Coordinate logistics and scheduling for regional and national conferences and symposiums.
- Represent HSVMA at various conferences, symposiums and other public events.
- Provide customer service and support to members and prospective members.
- Developed partnership with Wells Fargo Insurance to enhance our member benefit package.

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8/12-12/14

From (mm/yy) - To (mm/yy):

East Bay SPCA

Employer:

8323 Baldwin Steet, Oakland CA 94621

Address:

## Job Duties:

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- Created new collaborations with 26 community organizations creating volunteer and educational opportunities.
- Served as a worksite for Workforce Development organizations providing coaching and mentoring to youth and young adults with barriers.
- Created and implemented volunteer opportunities for a diverse population based on their abilities.
- Charter member of Internship Advisory Board at Mandela Law & Public Service Academy (Fremont HS Oakland).
- Provided leadership that resulted in significant growth in areas of responsibility-Humane Advocate programs increased 6 fold, Volunteer Services increased hours by over 18%, volunteer retention increased 15% and Humane Education fee based programs more than doubled.
- Actively recruited and engaged volunteers and clients within specific, targeted regions of organization's service area along the I880 corridor of East Oakland.
- Honored by the City of Oakland as a "Youth Friendly Business".

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12/10-4/12

From (mm/yy) - To (mm/yy):

YMCA of Greater Seattle

Employer:

909 Fourth Ave, Seattle WA 98104

Address:

**Job Duties:**

- 
- Managed Branch Volunteer Department of more than 750 volunteers.
  - 4 membership campaigns met or surpassed goals.
  - Supervised Member Services and Sales, Marketing and Communications, Administration, Family and Community Outreach Departments.
  - Responsible for developing and monitoring an \$8 million dollar budget.

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**Business Enterprises**

List business names including fictitious names of any business enterprise currently, or previously, owned or operated.

From (mm/yy) - To (mm/yy):

Business Name:

Address:

Type of Business or Service Rendered:

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**Felony Convictions**

Have you ever been convicted of a felony?

Yes  No

If yes, please provide the date of conviction, location of court conviction, and specific description of the offense for each offense resulting in conviction.

*A Felony conviction is not necessarily a bar to appointment. Each case is considered separately based on requirements of the position. However, failure to list felony convictions may result in disqualification.*

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## Civil Actions

List each civil action, if any, in which punitive or exemplary damages have been assessed against you, provide the trial date, the court judgement, and location of the court for each instance.

**List each civil action, if any, in which punitive or exemplary damages have been assessed against you, provide the trial date, the court judgement, and location of the court for each instance.**

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## Accommodation Information

Please identify any special accommodations (if any) needed for equal participation

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## Demographics

The following information is requested in accordance with State and Federal laws for the purpose of evaluating the effectiveness of the City's equal opportunity efforts. It is voluntary, confidential, and will not be submitted with your application for review.

  
Please select one:

  
Please select the appropriate racial/ethnic category:

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**How did you hear about the opening?**

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City of Sacramento Website

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If Other, please describe.

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**Pursuant to City Code section 2.40, appointees have the following requirements in order to serve on a city advisory body.**

**Statement of Economic Interest Form 700:** If a Statement of Economic Interest Form 700 is required for this position, the form must be electronically filed with the Office of the City Clerk. Failure to file by the due date can lead to removal from the board pursuant to the City Conflict of Interest Code Resolution (available from the Office of the City Clerk). Information and instructions will be provided by the Office of the City Clerk upon appointment.

**Ethics Training:** All members are required to satisfy the local ethics training requirement mandated by Government Code section 53234. Information for an online training course will be provided by the Office of the City Clerk upon appointment.

**Attendance:** Members are required to attend meetings on a regular basis, and may be removed if a member does not attend three consecutive regularly scheduled meetings.

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**By selecting submit, I acknowledge that I have read and understand the disclosure and regulatory requirements and declare under penalty of Perjury that all the information provided in this application is true and correct to the best of my knowledge.**