

MINUTES
City of Los Angeles
BOARD OF ANIMAL REGULATION

November 1, 1999, 10:00 a.m.

The Board of Animal Regulation Commissioners convened in regular session on Monday, November 1, 1999 in the Commission Board Room, 419 S. Spring Street, 12th Floor, Los Angeles, CA 90013.

Call to Order/Roll

The meeting was called to order at 10:02 a.m.

Commission Members Present: Vice President/Acting President Al Avila, Commissioners Florence Jackson and Kathleen Riordan, constituting a quorum. Commissioner Linda Harris Forster was delayed in arriving.

Staff Members Present: General Manager Dan C. Knapp, Margaret Sullivan, Jackie David, Linda Gordon, Captain Robert Peña, Renée Quimby, and Carmella Ortiz.

Approval of Minutes

As Minutes were still in preparation, approval was continued to the next meeting.

Old Business

None

New Business

Y2K Preparedness Update

Fred Michael submitted materials and reported on a workshop he and General Manager Dan Knapp attended regarding preparations for dealing with situations arising from Y2K, the Democratic National Convention and potential terrorist activities. A memo went out employees detailing the holiday schedule for the Department indicating when it would be open to the public. Staff will be on site at all times from 12/26 through 1/3. Emergency Network Los Angeles has published emergency information, which is being disseminated at our shelters.

Department computers are up to date, and contingency plans are in place. Staff is ready for any impacts from the Millennium celebrations. Robert Pena, Acting Director of Field Operations, indicated that all shelter staff, including the new ACO training class members, will be on call for the evening of 12/31, and must be prepared to perform their duties if required. Two district

managers, at the South Central and East Valley shelters, will be on duty on New Year's Eve from 8 p.m. until 4 a.m., with authority to summon more assistance if it is needed. They will remain on duty longer if required. The General Manager and Mr. Pena will also be on duty. Clerks are scheduled on New Year's Day for redemptions of lost pets, but adoptions and regular licensing will not be done. Mr. Avila asked what conditions are anticipated in the neighborhoods: fireworks, many stray animals, firing of guns, etc; and what preparations are being made at the shelters and in the field. Mr. Pena responded that at least two officers per shift will be on duty at each shelter, trainees will ride along so there are two officers in each field vehicle. Some other concerns are the possibility of fires and injured animals. RVTs will be on duty at each shelter, and all of the veterinarians who usually work with the Department have been contacted for their schedules and plans over the holiday period.

Commissioner Jackson asked what precautions would be taken for the personal safety of the officers in the field, especially regarding residents' discharge of firearms over the holiday period. Officers have been told to find a freeway underpass and park momentarily if they suspect guns are being fired off. Commissioner Riordan asked if there were any activities that volunteers could be prepared to assist with. Mr. Pena stated that volunteer activities are usually put on hold during this period, except for keeping the equine emergency response team on standby. Mr. Michael indicated the Department could consider whether there might be a need to ask for volunteers to help with telephone calls, but the emergency teams feel that regular staff will be able to respond to occurrences within the City. Mr. Avila asked for clarification of what the Department response will consist of. He foresaw calls concerning loose or caught dogs from areas where the large celebrations are scheduled. Mr. Pena indicated that officers will not try to operate in crowded areas, but he anticipates that unless it is an injured or dangerous animal situation, they will wait until morning and then respond to calls. Mr. Avila stated he wished to stress that the Department will not be able to answer all calls if there is a great increase in demand for service and that he did not want residents to expect normal response times under those conditions.

Mr. Avila asked for clarification of the way in which the Democratic National Convention is expected to impact the Department. Mr. Michael explained that the convention is scheduled for August 2000, in downtown Los Angeles. About 12,000 participants are expected to arrive in Los Angeles, some up to two weeks before the event, others staying after the convention. Each of the 50 states with delegates to the convention will hold a party, and the private sector and other entities will sponsor parties and other activities during the convention. The Department may want to have the SEU do sweeps for stray animals in areas with hotels, parties and other activities starting two weeks before, during, and two weeks after the convention to be sure streets are safe for visitors to walk at various times of the day and night.

Commissioner Riordan asked what preparations have been made for food and water at the shelters if there is a Y2K impact. Mr. Michael indicated that water has been stockpiled, rotated and inventoried at each shelter for staff and for animals. Extra water is also stored at North Central shelter as the Administration Office's alternate work site, because 419 S. Spring Street is a rented site without power generation capability during emergencies. In previous emergencies such as earthquakes the Department has made arrangements for use of water trucks from Street Maintenance, and private beverage companies such as Sparkletts, Arrowhead, Miller and Budweiser have also made water available to City Departments.

New South Central Animal Care Facility: Construction Update

Commissioner Forster joined the meeting at this point.

Chief Management Analyst Margaret Sullivan referred the Commissioners to a rendering of the projected new facility, located at 3612 Eleventh Avenue, which will replace the previous shelter on that site. Construction officially started on August 16, 1999, and is scheduled to be completed on August 15, 2000, a construction schedule of 365 days, at a contract amount of \$4.573ML. The contractor is Ford EC, Inc.

As is usual with construction projects, some problems occurred after building began. Unforeseen conditions encountered were foreign material, specifically large tree roots, during grading; and uncertified fill and poor soil encountered adjacent to a neighboring building. These conditions added 16 calendar days to the construction schedule and \$69,000 to costs, adjusting the finish date to August 31, 2000, and the contract cost to \$4.643 ML. In addition, last week City staff noticed the contractor had incorrectly interpreted the plans regarding the second floor concrete slabs. Plans clearly call for a slope at the bottom of the deck, but the contractor had assumed a flat bottom. This is significant because cars will be parking on the second deck, so the slope is important for drainage purposes. The contractor has refused to proceed with the work until the issue is resolved, so construction has virtually ceased at this point. The project engineer anticipates a two to three week delay, but he is optimistic that since it is very early in the project, the time can be made up and the completion date will not be affected. However, if the situation is not resolved, the Department might have to go to a second contractor.

Mr. Avila asked what is being done to resolve situation, whether discussions are still in-house, or have gone to arbitration. Ms. Sullivan indicated discussions are still in-house, and she assumes the City Attorney's Office is involved, but she has not been informed that is the case. City staff is convinced the plans are very clear, and the error is the contractor's, but the contractor does not wish to pay the additional cost to do the redesign and the changes to the columns that are necessary, and wants the City to absorb the additional cost. Ms. Sullivan did not have information on how much the addition expense would be.

Ms. Riordan asked for a definition of the term "uncertified fill". Ms. Sullivan indicated she did not have that information at the present time, but could get more information. Ms. Riordan expressed her concern it could mean toxicity of some kind. Ms. Sullivan stated there is no indication of toxicity at the site, and Mr. Avila indicated the term normally has to do with compaction at the site, as regards possible subsidence, but does not indicate toxicity. Ms. Sullivan reiterated there is no indication in the report of any toxicity of any kind at the site.

Presentation Regarding the County Notification of Recent Rabies Cases: Update

Ms. Sullivan reported back to the Commissioners per their October 21st motion concerning the Community Rabies alert instructing staff to report back with an overall plan and budget. This was a preliminary report, as information is still being gathered, and no budget can be projected until cost estimates are obtained. Mr. Knapp met with the Assistant General Manager & General Superintendent of the General Services Department concerning the issues. GSD was immediately responsive to the problems, prioritizing East Valley and South Central as the first shelters needing work. To date they have completed work at East Valley, and expect to complete South Central by the end of this week. General Services indicated they would fund the

modifications at those two shelters from their Emergency Fund; it is still unclear who will pay for the work at the other four shelters. On October 22 a communication was received from Robert Ruiz, Animal Health Inspector of Los Angeles County Health Department, who requested a tour of all six shelters on November 4th. It is anticipated that the County's report will address concerns with the shelters' current quarantine areas, requiring additional double caging, separating quarantine areas from the public, and individual holding for all quarantined animals.

On October 29th Chief Veterinarian Dr. Casandria Smith and Robert Pena met with Dr. Evans, the Chief of Veterinary Services for Orange County Health Care Agency. Mr. Ruiz suggested they tour the City of Orange facility because it has every element the County will recommend for Los Angeles City shelters. They have a strict policy of housing only one animal per cage throughout the shelter especially in the dog area, and turn animals away if they are at capacity. Owners are referred to alternate agencies; animals are immediately euthanized upon owner request for a fee of \$15. Their shelter is twice as large as the North Central facility, and their quarantine area is fenced off and totally separated from the public.

Mr. Ruiz will submit a report with recommendations after touring all six shelters. Dr. Smith anticipates receiving the report shortly. Staff hopes to have cost estimates back from General Services this week and to submit budget information by the next meeting. If the County report is received before the next meeting staff will be able to finalize the plan and bring it back to the Commission. Mr. Avila directed Carmella Ortiz to schedule this item again for the next meeting, and requested staff to bring whatever information is available at that time back before the Board.

Informational Report on Mobile Clinics

Mr. Knapp reported that for over a year the Department has been working with various private donors toward the purchase of one or more mobile spay/neuter clinics, following a meeting with actress Laura Dern at which she first advanced the idea. That dovetailed with the idea of developing a foundation to benefit the Department, originally conceived as similar to GLAZA, the Greater Los Angeles Zoo Association, which benefits the Los Angeles Zoo. Instead of following that scenario, the Department will work with an entirely separate nonprofit group, which is already in existence, the Coalition for Pets and Public Safety. Mr. Knapp will serve on its advisory Board. The group has two branches, one of which will work toward continual spay/neuter funding, and the other of which will work toward adoption and facility needs, which the Department has not yet defined. The Coalition took over the fundraising effort, continues to coordinate it, and has announced they now have sufficient funds to purchase two mobile spay/neuter clinics which they hope to lease to the City for \$1.00 per year, with the City paying the cost to operate the clinics. Mr. Knapp has asked for funding of the mobile spay/neuter clinics as a major element in this year's budget request. They will be used in those areas with most need, usually those with the most stray and packing dogs, and with the lowest income levels, and will do low and no cost spay/neutering and vaccinations. This type of program has been demonstrated effective across the country in reducing the stray and packing dog problem.

Projected timeline: the nonprofit is looking at vans at the present time and expects to purchase them soon. The rest of the process will depend upon the outcome of the budget process and working through the adjustments to City procedures required to put in such an innovative program.

Councilmember Mark Ridley-Thomas' office has also been taking a leadership role in assisting the Department, and is also planning a fundraising effort. Mr. Knapp will meet this afternoon with Mr. Ridley-Thomas' office and will discuss their working closely with the Coalition for a perpetual fund raising effort to benefit spay/neuter efforts.

In future, staff will return to the Board with a request to authorize a Request for Proposal to reopen the stationary spay/neuter clinic at North Central shelter. It has been shown that with a population of 250,000 within a 50-mile radius a stationary clinic is very effective, and Los Angeles meets that condition. It is anticipated that the combination of mobile and stationary clinics will be quite effective. Commissioner Riordan asked for an estimate of the costs to operate the mobile clinics and the stationary clinic. Mr. Knapp stated he did not yet have an estimate for operation of the mobile clinics, but that the cost to run the North Central clinic when it last was in operation was approximately \$445,000 annually. Although that was some time ago, it is still common for spay/neuter clinics to operate on a budget of from \$300-350,000 per year.

Mr. Avila asked when the vehicles are expected to be ready for use. Mr. Knapp indicated that the Coalition has just begun to research the kinds of vehicles available, and they are manufactured vehicles, not the kind that can be purchased off a lot, so they will take some time to prepare. Commissioner Riordan added that free spay/neuter services are one of the most important services that can be offered to the community this year.

Discussion of Los Angeles County Grand Jury Recommendations

Mr. Avila introduced the item by reminding the Board that the Grand Jury had several sets of recommendations to the Department, and that over the next several meetings they would be discussing them according to the list staff had prepared for their review.

Mr. Knapp referred Commissioners to two items for November concerned with public access to the Commission:

1. Public access to the Department be improved through an improved telephone system and better posting of information regarding contact information, animal regulations, policymaking, and general information about the Board of Animal Regulation.
2. The Board of Animal Regulation meet in the evenings or on weekends to afford the public a better opportunity to address their concerns.

Mr. Knapp indicated these suggestions were of great concern to the Grand Jury auditor and the Chair of the Animal Welfare Committee in the meetings they had, and were at the top of their list. Mr. Avila asked Mr. Knapp to go through by item and explain the Department's responses.

Mr. Knapp indicated that the Department agreed with the recommendation, and in response to it had already increased public access to Commission meeting agendas and other information by increasing the number of posting locations and enlarging the number of individuals on its mailing list. The audit suggested more accurate telephone listings for shelters, and more explanation of agenda items. Some municipalities include a paragraph under the agenda item discussing what the item is about. Mr. Avila reminded Commissioners that a step has been taken

in that direction with agendas already, and told Ms. Ortiz that he would work with her in future on implementing this agenda recommendation.

Mr. Knapp indicated that the Grand Jury wants the public educated on the role of the Commission: why does it exist, what is its authority, why is it the head of the Department, how are decisions made, how do items come before it? Staff can work on this in house, to come up with some type of information and make it available to those who need it. Commissioner Riordan raised the question of the change in the Commission's role after the new charter comes into effect in July 2000. Mr. Avila explained that enabling legislation was passed, but there is no final indication yet of what the City Council will determine the Commission's role will be under the new charter.

The telephone system is being improved already. Ms. Sullivan reported she reviewed the statistics related to length of calls on hold, and they are starting to improve because a number of as-needed employees were hired to work at all of the shelters this year to help regular staff. Councilwoman Chick made a motion recently requiring ITA to report back to Council on steps to be taken to improve the call load situation in this Department. Staff is in process of meeting with ITA staff, and is providing them with data from the shelters. The CAO's office has a report recommending a call center for Animal Regulation similar to that in Building and Safety which will allow the majority of callers to be served by informational operators at a central location rather than calling the shelters directly. ITA has indicated its support for this suggestion.

Mr. Avila asked if he had understood correctly there was a recommendation for easier access to the shelters, or phone numbers for the Department. Mr. Knapp explained that was not a part of the Grand Jury limited audit, but one item that ran through the audit was that the Grand Jury was concerned about creating a broader base of public input for the Commission by helping the public understand the role of the Commission, its mission and how to gain access to it. They were aware special interests and other people concerned about an issue would come to address it before the Commission, but that the public at large needed more information about the Commission. Staff will begin work on an informational flyer and study the best ways to disseminate it to the public. Also recommended was a By-laws and policy book to be maintained by the Commission.

Mr. Avila asked what the size of the mailing list currently is. Ms. Ortiz indicated it contained about 400 names, and had been augmented from about 185 names and addresses to present size by adding information from the speaker cards filled out at the proposed spay/neuter ordinance hearings. She indicated that the Department currently does not send out agendas to libraries or pet shops for posting, nor to the 159,000 currently licensed dog owners. Mr. Avila suggested that posting at libraries and pet shops would not be too difficult. Commissioner Jackson suggested that posting in all Council offices would be useful. Agendas are currently sent to the City Clerk and sent from there to downtown Council offices.

Public Information Director Jackie David explained costs for various outreach approaches. Black and white only bus posters placed in 25 to 50 buses over 4 to 5 weeks would cost \$25-30,000. Billboards are being researched as well. Mr. Avila suggested that for a big initiative it might be possible to use such a venue. Commissioner Riordan suggested exploring less costly venues. Commissioner Jackson expressed that bus posters could reach members of the public who are not being reached by other means. Ms. David stated that bus posters could be confined to selected

routes only, but that messages on them must be very succinct. Ms. Riordan asked if veterinarian offices could be used. Ms. David discussed the use of post cards. Mr. Avila had Ms. Ortiz review the mailing, which was done by Councilman Pacheco's office for the recent hearings.

Mr. Knapp suggested that staff take these ideas back and make a list with budget implications of each. At top of the list will be items that can be done with least funding and staff support. By having the discussion at this meeting the Commission is meeting the recommendation requirement of the Grand Jury. No action is required today. Staff will return with the information indicated at later meetings.

The second November item recommended easier access for the public to Commission meetings. This was of major concern to the auditor, who felt that even if the public was made more aware of the Commission and its purpose, the information would be of little use if they could not get to the meetings. They felt it was critical to hold meetings on evenings or weekends. Mr. Avila stated that he did not think there was any other Commission that has made itself more available to the public than this one, and noted that the Commission has moved its regular meeting starting time to 10:00 a.m. to facilitate participation by residents living at a distance from downtown. He suggested continuing to meet in the evening on a quarterly basis in outlying venues, and perhaps moving regular daytime meetings to the Valley side on occasion. He called for additional suggestions. Commissioner Riordan suggested that for quarterly meetings 6 p.m. would be a better starting time than 5 p.m. for most people. Mr. Avila explained the normal meeting time has been 6 or 6:30, but that hearings started at 5 to allow more people to speak. Mr. Knapp stated the City Attorney's office suggested 6 p.m. is a reasonable hour for most people. Commissioner Jackson wondered if people are being taken away from their businesses or jobs for a longer period by waiting till 10 am to start. Mr. Avila stated that the starting time had been 10 am until recently. Commissioner Jackson said that for her, meeting early or late worked best. Mr. Avila reminded the Board that even though the media had widely publicized the evening hearings, only a handful of residents who were not affiliated with special interest groups attended. Renee Quimby stated that people she contacts regarding the appeals process always complain that it is difficult to get downtown early in the morning. Mr. Avila wanted to pursue moving the regular meetings between downtown and a Valley venue.

Public Comments

Curt Steindler with the Southwest Herpetologists' Society felt that the meetings do not need to be made more physically accessible to the public, because it is his experience that most people do not attend meetings unless they have a concern, and this Commission already provides more outreach meetings than most others in the City and other communities. What is of concern to him and others is dissemination of information about the Commission and laws and regulations regarding animals. He referred to an informational pamphlet the Department had on laws regarding reptiles, which had gone out of print. He recommended going to alternative media for sending out information. Batched faxing can be done for about 5.2 cents for two pages. This is cheaper than mailing and does not require envelope stuffing and xeroxing, but it does require specific permission per State law. E-mail is essentially free. The agenda, budget information and other items could be put on the website. If funding is a problem, he suggested posting on City library computers through the City's system, or offering the information as a notebook service to the libraries. It is not so important that people physically attend meetings. What is important is that the public receives information about the Department, and that they have a way

to give input back to the Commission. The City should avail itself more of current technology whenever possible.

Mr. Avila thanked Mr. Steindler for his suggestions, requesting that they be added to the exhaustive list to be submitted to the Commission in response to the Grand Jury recommendations. He added that the Commission is required by the Ralph M. Brown Act to mail all announcements, and anything that is done through alternative media is currently done in addition to that requirement. But e-mail is very easy.

Mary Di Blasi of the California Federation of Dog Clubs added there is a "Mind -It" software service that calls the user's attention to any changes that occur on a website that would help the public keep up with Department changes. The legislature in Sacramento already uses it.

Mr. Avila asked Jackie David to address the weekly agendas of events that is printed in the newspapers. The Department does submit items to them, but it is up to the venues to decide whether to publish them. Items can also be submitted as advertisements, which are paid for. Mr. Avila asked these options appear on the list.

Mr. Knapp asked for verification that the result of this brainstorming session is that staff is being requested to return with an exhaustive list of ideas responsive to both items, including any anticipated budget issues of each, for the Commission's final consideration. Staff will attempt to return with the list at the November 15th meeting, but since that agenda will be a very heavy one, it may not be possible to do so until December. The intent of the Grad Jury has been fulfilled by the discussing the items before the year-end.

Public Comments

Phyllis Daugherty indicated that she hoped everyone would watch Channel 13 Evening News on November 12th for pet items during TV sweeps regarding a case she has been working on in the Valley, and the good work done by the West Valley shelter. Mark Stiverson in Richard Alarcon's office has been working to get animal abandonment signs on the freeways and highways. So far Caltrans is amenable. Per new legislation, abandonment laws cover all animals. The problem of Cruelty is not being adequately addressed. The first statewide multi-jurisdictional dogfight task force training was attended by Robert Pena. The problem is enormous. There are names and addresses on record for 15,000 professional dog fighters in the country, but it is estimated there are actually 40,000 from all walks of life. It is bigger than horse or greyhound racing, and there are about eleven illegal journals and many sites on the Internet devoted to the practice. Officers don't get calls until the animals are dead. She suggested there is a six-minute film on animal fighting that everyone should watch called The Final Round that exposes the cruelty that takes place.

Ms. Daugherty submitted a letter opposing raising the number of animals that can kept in City residences. More than three dogs at a residence will lead to pack behavior, and in the City the packs will be pitbulls, rottweilers and other aggressive dogs.

Commissioner Riordan reminded everyone that in spite of the Department's not being funded currently to respond to abuse calls, it had recently conducted training with LAPD and the City Attorney on responding to these calls. Mr. Avila thanked Ms. Daugherty for her comments, and

reminded the Board that they may not discuss items that are not on the agenda for this meeting, only receive information. Public comments were closed.

General Manager's Report

Mr. Knapp updated the Board on discussion under way in the Public Safety Committee this morning to consider funding the hiring of five officers to enforce either the current breeders' permit ordinance or the proposed spay/neuter ordinance. It is anticipated it will go on to Council for approval. That item was in a set-aside account in this year's budget, and if approved will allow the Department to hire the officers. As Mr. Avila has been involved in moving that item through the Committee, he asked the Commission to authorize his sending a letter to the City Council asking them to support the recommendation. Commissioner Jackson asked for clarification of the intended job of the new officers. Mr. Knapp explained that the current ordinance for breeding requires one must get a permit for \$50 in order to breed an animal for sale. The officers would be dedicated to enforce either this current permit, or any new ordinance that is passed by Council. The six-month funding is in place; if funded, the officers could be recruited, hired, trained and in the field by March. Commissioner Riordan asked if the team could be used to enforce the breeders' ordinance in pet shops. Mr. Knapp assumed Ms. Riordan was discussing the quality of animals being sold in pet shops. That is governed by state law, and as officers, they new employees could enforce those law in pet shops. The funding for the officers was moved into the unappropriated balance, referred out of Budget Ad Hoc and back to Public Safety pending final outcome of the proposed spay/neuter ordinance, however now there is a recognition that it is necessary to get the officers on board because even the current law cannot now be enforced because of lack of staff.

Commissioner Jackson asked for clarification of why only three dogs are allowed on properties, but more horses are allowed. Mr. Avila reminded Ms. Jackson the item was not agendized and could not be discussed. Commissioner Jackson stated she could not officially support sending a letter to the Council when the item was not discussed. Mr. Avila indicate he understood, and would not pursue his request, but would simply ask Council members as an individual to support the funding.

Charles Ober asked to comment, but Mr. Avila indicated that the public comments section was already closed.

Mr. Knapp reported that last Saturday Mayor Riordan appeared at the opening of the new Partners for Life Program, to announce the new life-oriented program at the East Valley shelter, along with Councilmember Joel Wachs and Commissioner Riordan, with participation by members of the California Dog Clubs, rescue groups and other humane organizations. This is the first step on the road to placing all 100% of all adoptable animals. Over twenty animals were adopted at the event. Mary Di Blasi did 10 microchippings at the event. Jackie David listed contributors, among whom were General Services, ITA and other City Departments, Channel 35, which committed to 20 minutes of uninterrupted air time featuring animals from the shelters, starting with ten from the North Central shelter, and expanding to 20; Fox's Good Day L.A. is also featuring shelter animals once per month from the West L.A. shelter; Our Times, the L.A. TimesValley section regularly features animals from the East Valley shelter; Immortal Pictures, a private company has been doing public service announcements for shelter programs; KRLA donated over \$7,000 in air time to promote the new East Valley program, and were at the event

with their van and radio personalities. New Leash on Life put together a wonderful program flyer with a \$3,000 grant from Time-Life publicize the event. The Mayor presented the Department with a "Happiness Is" proclamation supporting the new program. The Mayor and Mr. Wachs received Department t-shirts.

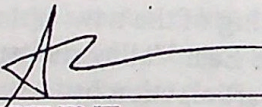
Mr. Avila expressed his appreciation to everyone on staff for the many hours of worked involved in getting the program on. Commissioner Riordan expressed thanks for all the volunteers who were involved and who will continue to be involved. Mr. Knapp pointed out the exciting new partnership begun Saturday with groups such as the California Federation of Dog Clubs and the Cat Fanciers. Mary Di Blasi set up her table early for microchipping, and deserved kudos for moving for the caterers with such good spirit. Mary reminded staff that animals that are presented at this type of event should be in good shape, because "presenting the product" makes for adoptions. She mentioned a cute little dog that was brought out for view that appeared to have a problem with its coat, and which was consistently turned down by prospective adopters at the event. She suggested grooming shops could be brought into the support group. Mr. Avila thanked her for her suggestion and for her participation.

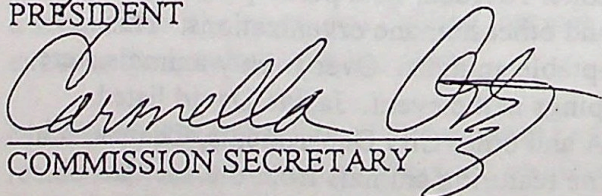
Lastly, Mr. Knapp updated the Commission on the facilities study, reminding them that in June 1999 the Council approved funding for a facilities study to give a solid assessment of current facilities, identify underutilized space, and recommend facility needs for the future, leading to a consideration of a bond measure on the November 2000 ballot. In August the funding was released. In September approximately 200 requests were mailed for proposals; four responses have been received. These will be reviewed by a task force in the next few weeks.

Comments by Board Members

There were no comments by Board members, and Mr. Avila adjourned the meeting at 10:37.

February 7, 2000
ATTEST


PRESIDENT


COMMISSION SECRETARY