

Members

Naomi Duerr-Chair
Paul Anderson
Mariluz Garcia
Trudy Brussard
Julie McMahon
Jill Fisher
Diaz Dixon

Staff

Tom Schley, Clerk
Shyanne Schull, Director
Tammy Jennings, Assistant Director
Quinn Sweet, Program Coordinator

Deputy District Attorney

Jennifer Gustafson

**NOTICE OF MEETING AND AGENDA
WASHOE COUNTY REGIONAL ANIMAL SERVICES ADVISORY BOARD**

**WASHOE COUNTY ADMINISTRATION COMPLEX
WASHOE COUNTY COMMISSION CHAMBERS, 1001 E. 9TH STREET, BUILDING A
RENO, NEVADA 89512**

and available via

Zoom Webinar

FRIDAY, OCTOBER 20, 2023

1:30 P.M.

This meeting will be held in the Commission Chambers and via Zoom webinar. To attend this meeting via Zoom webinar, please log in to the Zoom webinar at the following link: <https://washoecounty-gov.zoom.us/j/93731980324>. You can also join the meeting by typing zoom.us into your computer browser, clicking “Join a Meeting” on the Zoom website, and entering this Webinar ID **93731980324**. NOTE: This option will require a computer with audio and video capabilities. Alternatively, you can join the meeting by telephone only by dialing +1 669-900-9128, entering the Webinar ID: **93731980324** and pressing #.

Possible Changes to the Agenda and Timing: Items on the agenda may be taken out of order, combined with other items, removed from the agenda, or moved to the agenda of another later meeting. Items with a specific time designation will not be heard prior to the stated time but may be heard later. The Board may take short breaks approximately every 90 minutes.

Public Comment: Public comments are welcomed during the public comment periods at the beginning and end of the meeting and during items designated “for possible action”, and are limited to three minutes per person per comment period. Persons may not allocate unused time to other speakers. During the general public comment periods at the beginning and end of the meeting, speakers may address any matter, whether listed on the agenda or not. For the remainder of the agenda, public comment should be about the specific item being considered by the Board.

Members of the public may submit public comment by either attending the meeting in person, attending the meeting via webinar/teleconference, or attending by telephone only. To provide public comment via Zoom teleconference, log in to the Zoom webinar at the above link and utilize the “Raise Hand” feature during any public comment period. To provide public comment via telephone only, 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. The County will make reasonable efforts to send all email comments received by 4:00 p.m. on October 19, 2023, to the Advisory Board members prior to the meeting.

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 action, or to ask that a matter be listed on a future agenda.

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.

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 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.

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 or at Washoe County Regional Animal Services, 2825 Longley Lane, Reno, Nevada, or by contacting Tom Schley at phone (775) 353-8900, e-mail advisoryboard@washoecounty.gov or address 2825 Longley Lane, Suite A, Reno, Nevada 89502. 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 are available within one business day after the meeting.

Special Accommodations: The facilities in which this meeting is being held are accessible to the disabled. Persons with disabilities who require special accommodations or assistance (e.g., sign language interpreters or assisted listening devices) at the meeting should notify Washoe County Regional Animal Services at (775) 353-8900 or email advisoryboard@washoecounty.gov at least two working days prior to the meeting.

AGENDA

1. **Call to Order and Determination of Quorum.** [Non-action item]
2. **Salute to the Flag.** [Non-action item]
3. **Instructions For Providing Public Comment via ZOOM/Telephone.** [Non-action item]- Verbal instructions regarding how members of the public may participate and provide public comment during the meeting. DDA Jennifer Gustafson.
4. **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.
5. **Approval of revised April 21, 2023, May 15, 2023, and August 7, 2023, Meeting Minutes.** [For possible action]- Board members may identify any additions or corrections to the draft minutes as transcribed.

6. **Election of Vice-Chair.** [For possible action]- Election of Vice-Chair from Advisory Board’s membership.
7. **Informational update on recorded phone line service options for WCRAS’s dispatch center.** [Non-action item] -An informational update on WCRAS’s dispatch phone services, with the addition of recorded incoming and outgoing dispatch calls through Vonage phone service. Assistant Director, Tammy Jennings.
8. **Director’s Report.** [Non-action item] - An informational presentation and update on WCRAS’s programs, statistics, emerging developments, financial updates, and other matters properly related thereto for the first quarter of FY 24. Director, Shyanne Schull.
9. **Informational update on WCRAS’s pathway planning for shelter dogs and cats.** [Non-action item] - An informational update on shelter capacity challenges, internal process changes, including behavioral assessments, standard timeframes and outcome plans for animals that are not transferred to the Nevada Humane Society (“NHS”) for adoption. WCRAS Kennel Supervisor, Arthur Westbrook.
10. **Establish ASAB meeting dates for 2024.** [For Possible Action]- Possible action to select meeting dates for ASAB meetings in 2024. WCRAS Director, Shyanne Schull.
11. **Open Meeting Law and Ethics Training.** [Non-action item]- An informational training on the basic tenets of Nevada’s Open Meeting Law (NRS Chapter 241) and ethical requirements/considerations for board members (NRS Chapter 281A), and how these laws apply to the Washoe County Regional Animal Services Advisory Board, presented by Deputy District Attorney (DDA), Jennifer Gustafson.
12. **Washoe County Regional Animal Services Advisory Board Member 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.
13. **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 as a whole.
14. **Adjournment.** [Non-action item]