

The following is the complete text of minutes of the CACC Board of Directors meetings for 2001. Interestingly, CACC calls 3 of the 4 meetings "Annual" Board Meetings...

MINUTES

BOARD MEETING - 01/04/01 - 10:30 a.m.
Location: Dept. of City Planning - Specter Hall, Main Floor
22 Reade Street, New York, New York

Board Members and Offices present:

Yolanda Jimenez, Chairperson
Lia Albo, Director
Neal Cohen, MD, Director
Arlene Pedone, Director
Dr. Daniel Ricciardi
Marilyn Haggerty-Blohm, Executive Director
Douglas Mansfield, Secretary

The meeting commenced at approximately 10:45 a.m.

Executive Director Marilyn Haggerty-Blohm discussed the contract negotiations with the City. She referred to the 5th Amendment and the contract extension. It was noted that the extension will be in effect until June 30, 2001 and the new contract will be negotiated to begin July 1, 2001.

Dr. Cohen noted that adjustments to the contract were negotiated with the City.

Ms. Pedone inquired whether the new staff positions were covered by the budget of the Fifth Amendment

The contract extension was approved by a 4-0-1 vote. Commissioner Cohen abstained. Commissioner Jimenez read the following statement, " As Chairperson of the Board of Directors, I am aware that several Board members were not able to attend a minimum of four Board meetings in the year 2000 as required by Resolution 96.13. Acting pursuant to my discretion as set forth in Resolution 96.13, I waive the imposition of this rule for the year 2000 due to extenuating circumstances".

There being no other business before the Board, the meeting was adjourned at approximately 10:55 a.m.

/s/ Douglas M. Mansfield
Secretary of Corporation (Seal)

Adopted by 4~0 vote
On March 15, 2001

ANNUAL BOARD MEETING - 03/15/01 - 2:30 p.m.
Location: 1 Police Plaza, 2nd Floor Press Room
New York, New York

Board Members and Offices present:

Yolanda Jimenez, Chair
Neal Cohen, MD, Director
Kevin Farrell, Director
Arlene Pedone, Director
Marilyn Haggerty-Blohm, Executive Director
Douglas Mansfield, Secretary

The meeting commenced at approximately 2:35 pm.

The minutes of the previous meetings were approved by a 4-0 vote.

PROGRESS REPORT

Executive Director Marilyn Haggerty-Blohm discussed her meeting with the Department of Health regarding identifying sites for the Bronx and Queens shelters. The Department of Citywide Administrative Services has not located any appropriate city owned sites. The search will continue and the City will place ads for sites. The Design for the Manhattan shelter will be out for bid the first week of April. Construction is scheduled to begin in June. The CACC's web site was launched on March 16, 2001. Lost and found on the web site will be up and functioning by April 1, 2001 .

The spay/neuter van is operating 4 days a week in Manhattan with a performance of 55 units per day. Vets will be hired for the Staten Island/Brooklyn van coverage and the Have-a-Heart clinic contract will be renegotiated. The advertising on Channel 55 has been successful and some job applications were received based on this advertisement. Two members of staff will be at the Denver Dumb Friends League in Colorado on a two week scholarship. Theresa Geary, Director of Shelter Operations is scheduled to speak on Difficult Dogs at the New England Federation of Animal Welfare Association Conference in Newport, Rhode Island in early April. Marilyn Haggerty-Blohm, Executive Director, is scheduled to speak at the Animal Welfare Federation of New Jersey conference on Open Adoption on March 1 6th and 1 7th

Budget Issue

Negotiations for the proposed budget for 1/01 to 6/01 are continuing with the Department of Health. Commissioner Cohen asked about benefits and pension. Ms Haggerty-Blohm indicated that these issues are included in the negotiations. She noted that the additional \$200,000 reflected in the new 6 months budget is toward the Staten Island shelter operating 24 hours/7 days a week. The proposed budget for 1/01 - 6/01 was accepted by a 4-0 vote.

Commissioner Cohen stated that the proposed reduction in CACC's budget for July '01 onward was part of a reduction across the board, by DOH and not reflective of CACC's performance. It was noted that the reductions would be difficult for CACC to accept. It was stated CACC has been using the auditing firm of Lutz & Carr since the CACC began operations and is satisfied with the fiscal improvements. Approval to ratify the use of Lutz and Carr was passed by a 4-0 vote. A memo regarding the signatories' policy was distributed. This policy was approved by a 4-0 vote. A motion to reappoint Commissioner Jimenez as chairperson was approved by a 4-0 vote.

It was decided that item 8 on the agenda be discussed before item 7. Ms. Pedone noted that she did not see any procedures to implement the new spay/neuter law and requested that this be available at the next board meeting.

Approval to go into executive session to discuss the Executive Director's contract was passed by a 4-0 vote. Ms. Haggerty-Blohm was present to answer any questions and then left. Controller Michael Galub joined the meeting at the request of the members and then left. The board came out of executive session.

Ms. Pedone made a motion to table the contract. This motion was not approved by a vote of 1-3. Dr. Cohen moved to authorize the salary and to approve the contract. Resolution 01.02 was approved by a 3-1-0 vote

There being no other business before the board, the meeting was adjourned.

/s/ Douglas M. Mansfield
Secretary of Corporation (Seal)

Adopted by 4-0 vote
On June 11, 2001

ANNUAL BOARD MEETING - 06/11/01 - 2:30 p.m.
Location: 1 Police Plaza, 2nd Floor Press Room
New York, New York

Board Members and Offices present:

Neal Cohen, MD, Director
Lia Albo, Director
Arlene Pedone, Director

Jane Kopelman, Director
Marilyn Haggerty-Blohm, Executive Director
Douglas Mansfield, Secretary

The meeting commenced with the introduction of Jane Kopelman as a new board member. A copy of her bio was handed out and Executive Director Ms. Haggerty Blohm discussed Ms. Kopelman's background.

The minutes of the previous meeting were approved by a 4-0 vote.

Ms. Haggerty-Blohm discussed the CACC's negotiation with the city administration for a pension system for all CACC employees. She explained that all employees employed as of June 30, 2001 can choose whether they want to join the plan but it is mandatory for new hires on July 1, 2001. Mr. Bob Fox, Executive Director of Cultural Institutions Retirement System was present to answer any questions.

Mr. Fox gave a background of CIRS. He stated that CIRS has been providing group life benefits to employees since 1962. In 1986 CIRS introduced a savings plan modeled on the 401 K which covers over 15,000 employees and does all filings on behalf of employers. He further defined the benefit plan stating that benefit is based on years of service and the employer matches employee's contribution.

The group life insurance benefit is equal to one times the employees salary if less than 10 years of service and two times the employees salary if greater than or equal to ten years of service.

Ms. Pedone asked how would CACC fund the retroactive portion of the pension.

It was noted that this a commitment by the City amortized over time and will not be a lump sum payment.

Ms. Pedone stated the reason for her question was that the City does have an option if CACC has any employee for 4 years.

She further stated that if we amortize over 8 to 10 years how can the City provide funding and there is a 5-year contract with DOH

Ms. Haggerty-Blohm noted that the City Law Department has reviewed this matter and did not have a concern with that issue.

Ms. Pedone referred to the documents she received regarding the 401 (K) and discussed the limit of contributions.

Mr. Fox explained that CIRS models their limits after the IRS guidelines.

The employer match is capped at 2%.

Mr. Fox left the meeting at approximately 2:50 pm.

Dr. Cohen read the resolution authorizing the CACC's participation in CIRS the Board.

It was approved by a 4-0 vote.

Spay/Neuter

Ms. Haggerty-Blohm distributed a handout regarding the CACC's compliance with the spay/neuter law. There were 634 waivers issued and 3,459 animals were altered, 1,100 on the spay neuter van. It was noted that there have been requests by individuals to have their vet perform the spay neuter surgery. These requests have been granted in cases where the vet is a participating vet.

Ms. Haggerty-Blohm noted that there are several private vets who will provide services on the spay/neuter van.

Ms. Haggerty-Blohm stated that regarding the spay/neuter law there is one complaint per day and one incident per week is reported to the General Counsel. There have been fewer than 5 exemptions granted pursuant to provisions of the spay/neuter law. There have been one or two individuals who have abandoned their owned animal at the shelter rather than have the animal altered.

Ms. Pedone asked about the procedures and expressed the feeling that members of the public should feel they are being treated fairly. She requested that the internal procedures be given to the public.

Ms. Albo asked who evaluates and makes decision to return animals to their owners in cases where the animals might have been abused. Ms. Haggerty-Blohm explained that all vets are trained on the TACC system. A vet is the first person to refer a case for possibility cruelty and a number of complaints have been forwarded to the ASPCA. Training is done once a year by Carol Moran, the Deputy Brooklyn District Attorney. Ms. Albo asked how much time is spent reviewing these cases and what steps could CACC take to protect these animals. She also asked who makes the decisions regarding these cases at DOH. Dr. Cohen responded that Ed Boyce, Assistant Director on the Division of Veterinary Public Health Services is usually the first contact on these matters.

The anniversary luncheon for employees held in April was a success.

CACC is negotiating with the producers of the television series 'Law and Order' for an episode with CACC's van which will advertise its web site.

It was noted that adoption was up by 39%. Intakes were down by 3% and pick-ups up by 16%. This was attributed to the expanded hours of rescue service.

Budget Contract Update

Negotiations were completed and the budget included all items negotiated. The CACC's contract was renewed for a further 5 years with the option to renew. The money for the pension plan will be available directly through OMB. Ms. Haggerty-Blohm noted that the City Council, even though very receptive did not approve any additional funding for the CACC.

Ms. Albo asked about after hours emergency and expressed the need for a 24-hour rescue service. Ms. Haggerty-Blohm noted that she will continue to pursue funding for

Rescue services.

There were some language changes under the contract.

There was a motion to ratify the CACC's budget under the new contract for FY 01 to 02.

This was approved by 3-0 vote with Dr. Cohen abstaining.

Fiscal year

It was decided to change the fiscal year from January 1st to December 31st, to July 1st to June 30th. Controller, Michael Galub was on hand to discuss this change, which it was noted, will require a six-month audit. CACC's contract which ends on June 30, 2001 will be finalized, then CACC's fiscal year will be the same as the City. Dr. Cohen read the resolution into record. The resolution was passed by a 4-0 vote.

Ms. Albo asked about advertising. It was noted that there was not a lot of money for advertising but ads are in the yellow pages, Spanish telephone books, movie theaters, channel 55, Daily News Pet of the Week and the Staten Island cable access which does a weekly feature.

There being no other business before the board, the meeting was adjourned at 3:45 pm.

/s/ Douglas M. Mansfield
Secretary of Corporation (Seal)

Adopted by 4 -0 vote
On Dec. 6, 2001

[DRAFT]

ANNUAL BOARD MEETING -12/06/01 - 2:00 p.m.
Location: 1 Police Plaza, 1st Floor Auditorium
New York, New York

Board Members and Offices present:

Yolanda Jimenez, Chair
Neal Cohen, MD, Director
Kevin Farrell, Director
Jane Kopelman, Director
Marilyn Haggerty-Blohm, Executive Director
Douglas Mansfield, Secretary

The meeting was called to order at approximately 2:15 pm.

The minutes of the annual meeting held on June 11, 2001 were approved by a 4-0 vote.

Proposed Resolution to change CACC fiscal year from January-December to July-June was approved by a 4-0 vote including the votes of the three City members.

Progress Report

Executive Director Marilyn Haggerty-Blohm reported that the hiring freeze resulted in minimum staff levels. The field staff were redirected in the early part of the summer and several field workers returned to positions at the shelter.

The deficit is expected to continue into the new year.

There is a new Manager at the Manhattan shelter and a new Assistant Manager at the Brooklyn shelter.

The Bronx and Queens facilities have not been reopened due to the events of September 11th which destroyed the T-1 lines. Verizon has not been able to disclose when the T-1 lines will be back in order. The back-up system in the Brooklyn shelter was not able to service the Bronx and Queens facilities. There has been an increase in field services for the Bronx and Queens. The deficit reflected from January to June was addressed with the City and arrangements are in progress to make this deficit whole. After the September 11th attack CACC assisted in reuniting pets with their owners who were affected by this disaster. Many individuals were in a position to keep their animals while a few opted to surrender because they were unable to house them. However, there was no increase in the number of intakes as a result of the disaster.

The computer system was still not in working order and as a result CACC has been looking at a new system to replace the old system. The telephone system was not fully operational and CACC will consider upgrading the current system.

The Staten Island shelter will have fulltime veterinarian coverage, which will reduce the reliance on outside veterinarians beginning in the new year.

Ms. Haggerty-Blohm noted that the deficit was being addressed and CACC is looking into avenues of generating new revenue. The new fees schedule will be implemented starting January 1, 2002. Wildlife trappers will be required to pay a fee and rescuers will pay a minimal fee. A billing system will be implemented for services rendered in the field as well as for non-payment

for services rendered at the shelters. Commissioner Jimenez moved a motion for the meeting go into executive session. This was approved by a 4-0 vote. The meeting went into executive session at approximately 2:30 pm to discuss Collective Bargaining. Members of the public left the room.

A motion to come out of executive session was approved by a 4-0 vote. The meeting came out of executive session at approximately 2:40 pm.

A motion to conclude the meeting was approved by a 4-0 vote. The meeting was adjourned at approximately 2:42 pm.

Douglas M. Mansfield
Secretary of Corporation (Seal)

Adopted by _____ vote

On _____ 2002

[DRAFT]
