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**DEPARTMENT OF
ANIMAL SERVICES**
221 North Figueroa Street
Suite #600
Los Angeles, CA 90012

(888) 452-7381
FAX (213) 482-9511

BRENDA F. BARNETTE
GENERAL MANAGER

DANA H. BROWN
ASSISTANT GENERAL MANAGER

DEREK BROWN
ASSISTANT GENERAL MANAGER

June 20, 2016

The Honorable Eric Garcetti
Mayor, City of Los Angeles
200 N. Spring Street, Room 303
Los Angeles, CA 90012

The Honorable City Council
c/o Office of the City Clerk
City Hall, Room 395
Los Angeles, CA 90012

Attention: Ms. Mandy Morales, Office of the Mayor

**RE: APPROVAL OF MOU BETWEEN THE CITY OF LOS ANGELES, DOWNTOWN
DOG RESCUE AND INNER CITY LAW CENTER TO PROVIDE PET-RELATED
SERVICES TO HOMELESS PET OWNERS**

Recommendation for Council Action, subject to the approval of the Mayor:

- **AUTHORIZE** Los Angeles Animal Services to execute a Memorandum of Understanding (MOU) with Downtown Dog Rescue and Inner City Law Center, substantially in conformance with the attached documents relative to negotiation of the terms and conditions, to provide free pet-related services to the Skid Row community and adjacent areas where homeless people and people in transition are living with pets.

SUMMARY:

At its meeting on March 8, 2016, the Board of Animal Services Commissioners considered and approved an item recommending formation of a partnership between Los Angeles Animal Services, Downtown Dog Rescue and Inner City Law Center to provide pet-related services for homeless pet owners in the downtown area. The specific intent of the partnership is to connect the homeless pet owner population in the Skid Row community with an easily accessible pet resource center. Inner City Law Center is prepared to donate office space in which to operate the pet resources center. Downtown Dog Rescue would provide staffing skilled at outreach to the homeless community to educate them about the services available by the Department of Animal Services such as free spay/neuter services and how those services can be accessed.

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The overall intent of the center is to provide resources and services for pet owners who do not otherwise have the means to obtain them. The center's resources and services will improve community members' ability to properly care for and keep their pets. This will result in healthier companion animals, better care for the animals, fewer unwanted litters, and a place that fosters trust in goodwill in the homeless community.

It should be noted that this partnership would partially achieve the goals set forth in the Citywide Homeless Strategy 9H which provides for a series of actions to assist homeless individuals and their pets.

FISCAL IMPACT:

There is no fiscal impact to the General Fund to enter into the agreement recommended in this report.

Brenda F. Barnette

Brenda F. Barnette
General Manager

Attachment

c: Ryan Carpio, Office of the Mayor
Mandy Morales, Office of the Mayor

**MEMORANDUM OF UNDERSTANDING
BETWEEN THE CITY OF LOS ANGELES
DEPARTMENT OF ANIMAL SERVICES
AND
DOWNTOWN DOG RESCUE & INNER CITY LAW CENTER**

This Memorandum of Understanding ("MOU" or "Agreement") is entered into as of _____, 2016 ("Effective Date") by and between the City of Los Angeles, a municipal corporation, acting by and through its Department of Animal Services ("Department"), Downtown Dog Rescue, a California non-profit public benefit corporation ("DDR") and Inner City Law Center Inc., a California non-profit public benefit corporation ("Inner City Law").

WHEREAS, pursuant to the Mayor Garcetti's Initiative on Homelessness, the Department is entering into this MOU to partner with Downtown Dogs and Inner City Law to provide free pet-related services to the Skid Row community and adjacent areas where homeless people and people in transition are living with pets; and

WHEREAS, for 20 years Downtown Dog Rescue has served pets and people in Los Angeles who are homeless or just need a helping hand by paying for thousands of spay/neuter surgeries, fostering thousands of dogs and providing meals for many of the animals and the people who love them; and

WHEREAS, Inner City Law Center works for long-term, positive and meaningful change, and is the only provider of legal services on Skid Row in downtown Los Angeles, and with a staff of 40 and including 22 attorneys, develops strategies to end homelessness they provide legal representation for those who have nowhere else to turn; and

WHEREAS, the Board of Animal Service Commissioners ("Commission") on March 8, 2016, approved the concept and City Council on _____, 2016 (CF # _____), authorized the Department to enter into this MOU.

NOW THEREFORE, the Department, DDR and Inner City Law hereby agree as follows:

I. REPRESENTATIVES OF PARTIES:

The representatives of the respective parties are authorized to administer this MOU and to whom formal notices, demands, requests and communication shall be given are as follows:

For the Animal Services Department:	Brenda Barnette, General Manager 221 N. Figueroa Street, 6 th Floor Los Angeles, CA 90071 (213) 482-9558
For Downtown Dog Rescue:	Lori Weise, President and Founder P.O. Box 90035 Pasadena, CA 91109 (213) 323-826-1604
For Inner City Law Center:	Lisa Dulyea, Communications Manager 1309 East Seventh Street Los Angeles, CA 90021 (213) 891-3234 (direct)

All notices required or permitted by this MOU shall be in writing and may be delivered in person, or may be sent by regular, certified or registered mail or by facsimile during normal business hours, and shall be deemed sufficiently given if served in a manner specified in this paragraph.

II. TERM:

The term of this MOU shall be for one (1) year beginning on the date first written above following the Execution Date by the City Clerk and ending on _____, 2017, but may be terminated sooner pursuant to the provisions herein. Amendments shall be in writing and approved by the Board of Animal Services Commissioners.

III. ROLES & RESPONSIBILITIES OF PARTIES:

This MOU serves to memorialize the partnership between the parties to serve the Skid Row community and adjacent areas in which homeless people and those in housing transition are living with pets.

Objective:

The intent of the partnership is to connect the Skid Row community with an easily accessible pet resource center. The center is intended to provide resources and services for pet owners who do not otherwise have the means to obtain them. The center's resources and services will improve community members' ability to care for and keep their pets. More animals will stay in their homes, fewer will enter the Los Angeles shelter system, fewer unwanted litters will be produced, and the residents of Skid Row will have a place that fosters trust and goodwill.

Services and Resources:

Downtown Dog Rescue, Inner City Law Center and Los Angeles Animal Services will support this partnership by providing the following services and resources to homeless people and people in transition to the Skid Row community and the adjacent areas of the City where homeless people and people in transition are living with pets:

Downtown Dog Rescue (DDR) will provide:

- Spay/neuter vouchers (to be supplied by LA Animal Services)
- Vaccinations
- Microchips
- ID tags
- Collars
- Leashes
- Crates
- Access to emergency boarding and short term foster care
- Medical care at approved partner veterinarian clinics
- Assistance with transportation to animal hospitals
- Short-term motel stays for persons who do not have a permanent residence when their pet is undergoing a non-outpatient medical procedure.

DDR will train and allocate counselors at their expense to run the program. With the assistance of its volunteers, DDR will be able to provide all the necessary support to run this program effectively. DDR will offer service one day a week, expanding it to two days a week by the end of 2016.

DDR will be responsible for the outreach component of the program and for creating the outreach material and recruiting and training the volunteers to canvas in the community that this program will serve. DDR will provide a help-line for pet owners, social workers and other community members to call to access information about the services.

Inner City Law Center will provide:

- The office space for Downtown Dog Rescue's pet owner clients
- Monthly consultations with DDR staff regarding clients' pet-related legal issues and possible solutions

Los Angeles Animal Services will provide:

- Free spay/neuter vouchers from the Spay/Neuter Trust Fund, consistent with the program directions for the vouchers, including the self-certification program.
- Possible funding for additional supplies through the Animal Welfare Trust Fund.

IV. CITY STANDARD TERMS AND CONDITIONS:

Inner City Law Center and DDR shall comply with all provisions of the City of Los Angeles' Standard Provisions for City Contracts (Revised 03/09), ("Standard Provisions"), incorporated and made part of this Agreement.

V. OTHER PROVISIONS:

Neither DDR nor Inner City Law shall use any City or Department logos, marks or trademarks in connection with the MOU.

DDR will make reasonable efforts to assist the Department in licensing the dogs in the Skid Row community and will provide a monthly report on the dogs assisted to include the following information if available: dog's name and breed, owner's name, owner's address or zip code and dog license information.

DDR assumes responsibility for any and all pet-related liability issues that may arise.

This Agreement constitutes the entire agreement between parties. Any prior agreements, promises, negotiations, or representations not set forth in this MOU are of no force or effect. Amendments to this MOU shall be in writing and signed by the parties.

IN WITNESS THEREOF, the parties hereto have caused this Agreement to be executed by their respective duly authorized representatives.

**The City of Los Angeles,
Department of Animal Services**

By _____
Brenda F. Barnette, General Manager

Date: _____

**APPROVED AS TO FORM:
MICHAEL N. FEUER, City Attorney**

By _____
Dov S. Lesel, Assistant City Attorney

Date _____

**ATTEST:
HOLLY L. WOLCOTT, City Clerk**

By _____
Deputy City Clerk

Date _____

DOWNTOWN DOG RESCUE

By _____

Print Name: _____

Date _____

INNER CITY LAW CENTER

By _____

Print Name: _____

Date _____

DDR - Los Angeles City Business Tax License Number _____

IRS Taxpayer Identification Number _____

INNER CITY LAW Los Angeles City Business Tax License Number _____

IRS Taxpayer Identification Number _____

City Agreement Number _____