

PERSONNEL AND ANIMAL WELFARE COMMITTEE REPORT relative to request to utilize salary savings to purchase animal management software upgrades.

Recommendations for Council action, SUBJECT TO THE APPROVAL OF THE MAYOR:

1. AUTHORIZE the Department of Animal Services (DAS) to use salary savings from the Fiscal Year (FY) 2014-15 budget to upgrade the DAS's technology systems.
2. AUTHORIZE the Controller to transfer \$107,220 from the General Fund, Account 1010 (Salaries) to Account 6010 (General and Administration) to pay for the first two phases of the DAS's technology upgrade package, as described in the May 21, 2015 DAS report, attached to the Council file with the remainder of available funds to be held in abeyance until the DAS has reported back to Council with an update on the status of said technology upgrade package.

Fiscal Impact Statement: The DAS reports that it has nearly \$1 million dollars in salary savings for the current fiscal year. The total cost of these improvements are \$94,610 and creates efficiencies that will help offset the limited budget and staffing levels projected for FY 2015-16. Likewise, the Budget and Finance Committee Report for the Proposed Budget for FY 2015-16 globally supports infrastructure improvements such as these that will result in more efficient operations..

Community Impact Statement: None submitted.

Summary:

On June 2, 2015, your Committee considered a May 21, 2015 DAS report relative to its request to utilize salary savings to purchase animal management software upgrades. According to the DAS, on April 24, 2012 and May 22, 2012, the Board of Animal Services Commissioners (Board) considered the DAS's request to issue a Request for Proposals (RFP) for animal management software. This software is required to manage and track animal shelter data such as intake and outcomes, adoptions, inventory, spay/neuter, licensing, medical history, and other key information.

The draft RFP was submitted for consideration on September 11, 2012, however, due to disagreement about the number of outside panelists vs. City panelists, no action was taken by the Board. The Chameleon Data Management System has been used by the DAS since 2000 and there is an urgent need to upgrade the software. There are new modules currently available that would result in cost effective work efficiencies including easier online license purchases/renewals for the community, improved timeliness of the licensing process, and immediate access to animal and owner information for officers in the field.

Chameleon meets all of the criteria specified in the above referenced RFP and it is anticipated that the three technological improvements requested in this package will be sufficient for the Department's needs. On May 12, 2015, the Board authorized the DAS to continue with the Chameleon Data Management System and to officially terminate the RFP to obtain another animal management software program. The Board further directed the DAS to meet with the Office of Finance, Information Technology Agency, and Chameleon representatives to ensure that there are no problems in transmitting data from the City's bank, Wells Fargo, into Chameleon.

The DAS's information technology supervisor has been working with those entities and has

confirmed the safe and efficient transfer of all data. Additionally, the Chameleon software upgrade will integrate into ITA's Phase II CRM project, which uses Siebel Customer Relationship Management software as it has used for other municipalities using Chameleon.

After further consideration, the Committee moved to recommend approval of the DAS's recommendations as amended and detailed in the above recommendations. This matter is now submitted to Council for its consideration.

Respectfully Submitted,

PERSONNEL AND ANIMAL WELFARE COMMITTEE



MEMBER VOTE

KORETZ: YES

O'FARRELL: YES

FUENTES: ABSENT

ARL

6/2/15

-NOT OFFICIAL UNTIL COUNCIL ACTS-