

PERSONNEL AND ANIMAL WELFARE COMMITTEE REPORT relative to the Dog Licensing Canvassing Program.

Recommendation for Council action, pursuant to Motion (Koretz - O'Farrell):

INSTRUCT the Department of Animal Services (DAS) to report within 45 days in regard to the Dog Licensing Canvassing Program to include all elements and aspects of the Program as described in the Motion, attached to the Council file.

Fiscal Impact Statement: Neither the City Administrative Officer nor the Chief Legislative Analyst has completed a financial analysis of this report.

Community Impact Statement: None submitted.

Summary:

On April 6, 2016, your Committee considered a Motion (Koretz - O'Farrell) relative to the Dog Licensing Canvassing Program. According to the Motion, in July 2015 the DAS re-launched its dog license canvassing program for the first time in several years, employing canvassers who could actually sell licenses and issue Administrative Citations to those dog owners who refused to comply with the City's licensing requirements. By all indications, the program got off to a positive start, accelerating the pace of bringing unlicensed dogs into the system at an impressive rate.

However, there are now hints that the program's performance has diminished in recent months. In order to gauge the new dog license canvassing program's initial effectiveness, the DAS should provide Council with a thorough written and oral report on every aspect of the program, including its relationship with the Administrative Citation program, at the earliest opportunity. This report should, at a minimum, address the following issues:

- a. Staffing levels, roles, protective clothing, equipment, safety and deployment.
- b. Training and related materials; hours of operation.
- c. Field procedures and equipment; transaction and payment procedures; supervisory strategies, continuity and procedures.
- d. Paperwork procedures, citation strategies, procedures and forms; data on licenses sold per month, licensing revenue, notices issued, citations issued, instances of citation-related compliance, citation-related fines collected, and other citation disposition.
- e. A cost-per-citation fine- collected analysis.

After consideration and having provided an opportunity for public comment, the Committee moved to recommend approval of the Motion as detailed in the above recommendation. This matter is now submitted to Council for its consideration.

Respectfully Submitted,

PERSONNEL AND ANIMAL WELFARE COMMITTEE

<u>MEMBER</u>	<u>VOTE</u>
KORETZ:	YES
RYU:	YES
HARRIS - DAWSON:	YES
ARL	

4/6/16

**-NOT OFFICIAL UNTIL COUNCIL ACTS-**