

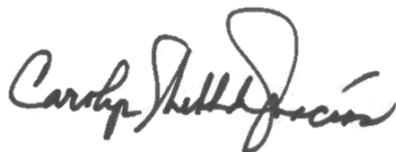
TRANSMITTAL

To: **THE COUNCIL**

Date: **02/01/24**

From: **THE MAYOR**

TRANSMITTED FOR YOUR CONSIDERATION. PLEASE SEE ATTACHED.



(Carolyn Webb de Macias for)

KAREN BASS

Mayor

**BOARD OF
ANIMAL SERVICES
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City of Los Angeles

CALIFORNIA



KAREN BASS

MAYOR

**DEPARTMENT OF
ANIMAL SERVICES**

221 N. Figueroa Street
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FAX (213) 482-9511

STAYCEE DAINS
GENERAL MANAGER

CURTIS R. WATTS
ASSISTANT GENERAL MANAGER
ADMINISTRATION

ANNETTE G. RAMIREZ
ASSISTANT GENERAL MANAGER
LIFESAVING

DR. JEREMY PRUPAS
CHIEF VETERINARIAN

December 15, 2023

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

Attention: Ms. Heleen Ramirez, Office of the Mayor

**RE: SPECIAL TREATMENT AND RECOVERY (STAR) PROGRAM STATUS AND REQUEST TO
TRANSFER FUNDS WITHIN THE ANIMAL WELFARE TRUST FUND TO PAY
ANTICIPATED STAR PROGRAM INVOICES**

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

1. **APPROVE** the following transfers within the Animal Welfare Trust Fund – Fund 859 to Donation-STAR Program Account – 060024:
 - a. \$100,000 from Available Account – 06000A
 - b. \$ 60,000.00 from East Valley Shelter Account - 060006
 - c. \$ 40,000.00 from Harbor Shelter Account - 060003
 - d. \$ 50,000.00 from North Central Shelter Account - 060004
 - e. \$ 70,000.00 from South LA Shelter Account - 060005
 - f. \$ 20,000.00 from West LA Shelter Account - 060007
 - g. \$ 60,00.00 from W. Valley Shelter Account - 060002
2. **APPROVE** the disbursement of these funds in accordance with the provisions of the Animal Welfare Trust Fund; and
3. **FORWARD** these transfer instructions to the Mayor and City Council for approval.
4. **DIRECT** the Department of Animal Services (Department) to include expenditures authorized in this board report in the Department's Quarterly Financial Reports to the Board of Animal Services Commissioners.

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SUBJECT: Transmittal to Mayor and Council

SPECIAL TREATMENT AND RECOVERY (STAR) PROGRAM STATUS AND REQUEST TO TRANSFER FUNDS WITHIN THE ANIMAL WELFARE TRUST FUND TO PAY ANTICIPATED STAR PROGRAM INVOICES

SUMMARY:

In September 2020, the Board of Animal Services Commissioners approved the pilot program for the Special Treatment and Recovery (STAR) Program, which was established to use donated funds to provide medical treatment for severely injured, abused, and neglected animals surrendered to or seized by the Department. This program was designed to allow the Department to get sick/injured animals to a private veterinarian to receive the critical medical care they need and that is not always available in a municipal animal shelter. The STAR Program assists the Department's New Hope Partners (NHP) with defraying their costs for the STAR Program's eligible animal's veterinary care.

Since the inception of the STAR Program, as of September 19, 2023 the Department has received \$418,923.37 in public donations and grant funding. The Department has paid \$332,343.96, which leaves a remaining balance of \$86,579.41. The Department's current obligation with invoices received, but not paid is \$63,101.07. This will leave the Star Program account with a balance of \$23,478.34 and a potential outstanding liability of \$94,462.00. The Star Fund account would be at a negative \$70,983.66.

At this time, the Department is working with our PR Team on a fundraising campaign for the STAR Program.

The Department recommends continuing the STAR Program because it benefits the animals and the NHPs. Out of all the programs the Department offers, STAR has a 100% success rate of the animals not coming back into our care. Over 380 animals' lives have been saved by getting them the medical care they need. The STAR Program is also responsible for creating more partnerships with animal hospitals that welcome the funding. For our NHPs, STAR funding provides help with offsetting medical expenses so they are able to help with our most vulnerable population.

The Department requests authorization to transfer funds from the following accounts from the Animal Welfare Trust Fund – Fund 859 in order to pay for the veterinary care of the animals approved for the STAR Program:

- a. \$100,000 from Available Account – 06000A
- b. \$ 60,000.00 from East Valley Shelter Account - 060006
- c. \$ 40,000.00 from Harbor Shelter Account - 060003
- d. \$ 50,000.00 from North Central Shelter Account - 060004
- e. \$ 70,000.00 from South LA Shelter Account - 060005
- f. \$ 20,000.00 from West LA Shelter Account - 060007
- g. \$ 60,000.00 from W. Valley Shelter Account – 060002

Transferring funds from the Available Account will be used to pay for any STAR Program animal's medical treatment. Funds transferred from the six shelter accounts will be used to pay for STAR Program animals from those shelters.

On October 10, 2023, the Board of Animal Services Commissioners authorized the Special Treatment and Recovery (STAR) Program Status and Request to Transfer Funds Within the Animal Welfare Trust Fund to Pay Anticipated STAR Program Invoices subject to the approval of the City Council and Mayor.

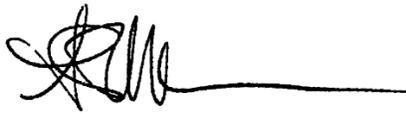
SUBJECT: Transmittal to Mayor and Council

SPECIAL TREATMENT AND RECOVERY (STAR) PROGRAM STATUS AND REQUEST TO TRANSFER FUNDS WITHIN THE ANIMAL WELFARE TRUST FUND TO PAY ANTICIPATED STAR PROGRAM INVOICES

FISCAL IMPACT:

There will be no financial impact to the General Fund. The donations deposited into the Animal Welfare Trust Fund, Available Account are for unrestricted purposes and can be used to support Department programs in accordance with the provisions of the Fund.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'SD', followed by a long horizontal line extending to the right.

Staycee Dains
General Manager

Attachment: Adopted Board Report – Special Treatment and Recovery (STAR) Program Status and Request to Transfer Funds Within the Animal Welfare Trust Fund to Pay Anticipated STAR Program Invoices

cc: Jacqueline Reyes, City Administrative Officer
Sharon Lee, Los Angeles Animal Services

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Lifesaving

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CHIEF VETERINARIAN

Report to the Board of Animal Services Commissioners

MEETING DATE: October 10, 2023

PREPARED BY: Jennifer Curiel

REPORT DATE: September 21, 2023

TITLE: Director of Field Operations - Shelter

**SUBJECT: SPECIAL TREATMENT AND RECOVERY (STAR) PROGRAM STATUS AND
REQUEST TO TRANSFER FUNDS WITHIN THE ANIMAL WELFARE TRUST FUND
TO PAY ANTICIPATED STAR PROGRAM INVOICES**

BOARD ACTION RECOMMENDED:

- APPROVE** the following transfers within the Animal Welfare Trust Fund – Fund 859 to Donation-STAR Program Account – 060024:
 - \$100,000 from Available Account – 06000A
 - \$ 60,000.00 from East Valley Shelter Account - 060006
 - \$ 40,000.00 from Harbor Shelter Account - 060003
 - \$ 50,000.00 from North Central Shelter Account - 060004
 - \$ 70,000.00 from South LA Shelter Account - 060005
 - \$ 20,000.00 from West LA Shelter Account - 060007
 - \$ 60,00.00 from W. Valley Shelter Account - 060002
- APPROVE** the disbursement of these funds in accordance with the provisions of the Animal Welfare Trust Fund; and
- FORWARD** these transfer instructions to the Mayor and City Council for approval.
- DIRECT** the Department of Animal Services (Department) to include expenditures authorized in this board report in the Department's Quarterly Financial Reports to the Board of Animal Services Commissioners.

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SUBJECT: SPECIAL TREATMENT AND RECOVERY (STAR) PROGRAM STATUS AND REQUEST TO TRANSFER FUNDS WITHIN THE ANIMAL WELFARE TRUST FUND TO PAY ANTICIPATED STAR PROGRAM INVOICES

BACKGROUND:

In September 2020, the Board of Animal Services Commissioners approved the pilot program for the Special Treatment and Recovery (STAR) Program, which was established to use donated funds to provide medical treatment for severely injured, abused, and neglected animals surrendered to or seized by the Department. This program was designed to allow the Department to get sick/injured animals to a private veterinarian to receive the critical medical care they need and that is not always available in a municipal animal shelter. The STAR Program assists the Department's New Hope Partners (NHP) with defraying their costs for the STAR Program's eligible animal's veterinary care.

The procedures for the STAR Program are as follows: The Shelter Veterinarian decides which animals are eligible for the STAR Program. The animal must be available for adoption and should have a condition that is considered to have a good prognosis, and will allow the animal a good quality of life afterwards.

The animal is placed on the STAR list. An email is sent out daily to the 49 NHP's who have signed up to receive STAR emails. Alternatively, an animal may be placed on the Orange Alert list and identified as eligible for STAR. Orange Alert emails are sent out three times a day to the 31 NHP's who have signed up to receive Orange Alert emails. Additionally, Lifesaving Liaisons (LSLs) can send email blasts to NHPs identifying those animals that are eligible for STAR. The Department currently works with over 320 NHPs, but not all have opted for the STAR and Orange alert emails.

If a NHP wishes to take an animal on the STAR list, they must contact the LSL and/or ACT Supervisor at the shelter the animal is residing. Animals will be given to the NHP on a first come, first served basis. In order for the Department to be eligible to pay for the animal's veterinary care, STAR animals must be fostered by the NHP.

The Department will provide payment for STAR animals taken to a participating STAR Program veterinary hospital. These hospitals have entered into a Letter of Agreement (LOA) with the Department, approved by the Board. Currently, there are 31 veterinary hospitals with LOA's with the Department. The LOA shall terminate one year thereafter. This agreement may be renewed for up to two additional one-year terms at the sole discretion of the Department.

Once the veterinary hospital has provided the authorized treatment, a STAR payment form and an itemized invoice is sent to the Department.

- The Department will pay 100% of Medical Treatment costs up to \$1,000.
- The Department will pay 50% of any additional Medical Treatment costs.
- The maximum the Department will pay for each animal's medical treatment is \$3,000.

Once the payment form and invoice have been received by Animal Care Technician Supervisor of Lifesaving, Veronica Perry, the invoice is then sent to accounting for payment and the animal is remotely adopted by the NHP.

SUMMARY:

Since the program's inception, 384 animals have been fostered through the STAR Program. The following tables provide the type of animals, by shelter, and costs for three fiscal years.

SUBJECT: SPECIAL TREATMENT AND RECOVERY (STAR) PROGRAM STATUS AND REQUEST TO TRANSFER FUNDS WITHIN THE ANIMAL WELFARE TRUST FUND TO PAY ANTICIPATED STAR PROGRAM INVOICES

Budget Fiscal Year 2022 (August 2021 - June 2022)

District	Species	No.	Cost	Shelter Total
East Valley	Cat	1	\$965.00	
	Dog	3	\$3,899.21	
	Rabbit	2	\$3,386.39	\$8,250.60

Harbor	Cat	2	\$1,115.00	
	Dog	1	\$1,700.12	
	Rabbit	10	\$10,393.31	\$13,208.43

North Central	Cat	2	\$ 1,277.20	
	Dog	4	\$ 4,210.67	
	Rabbit	5	\$ 5,144.79	\$10,632.66

South La	Cat	2	\$ 2,836.71	
	Dog	8	\$ 18,504.75	
	Rabbit	4	\$ 6,148.01	\$27,489.47

West La	CAT	2	\$ 2,555.00	
	DOG	0	\$ 0.00	
	RABBIT	5	\$ 5,344.25	\$7,899.25

West Valley	Cat	8	\$ 6,759.49	
	Dog	0	\$ 0.00	
	Rabbit	3	\$ 2,749.69	\$9,509.18

Department Total for FY2022

	Cat	17	\$15,508.40	
	Dog	16	\$28,314.75	
	Rabbit	29	\$33,166.44	
Total Animals		62		\$76,989.59

SUBJECT: SPECIAL TREATMENT AND RECOVERY (STAR) PROGRAM STATUS AND REQUEST TO TRANSFER FUNDS WITHIN THE ANIMAL WELFARE TRUST FUND TO PAY ANTICIPATED STAR PROGRAM INVOICES

Budget Fiscal Year 2023 (July 2022 – June 2023)

District	Species	No.	Cost	Shelter Total
East Valley	Cat	1	\$877.00	
	Dog	12	\$15,926.59	
	Rabbit	24	\$26,424.81	\$43,228.40

Harbor	Cat	4	\$4,316.86	
	Dog	11	\$16,949.49	
	Rabbit	10	\$9,116.05	\$30,382.40

North Central	Cat	18	\$22,366.80	
	Dog	6	\$11,884.30	
	Rabbit	5	\$5,378.09	\$39,629.19

South La	Cat	9	\$10,850.59	
	Dog	20	\$35,100.81	
	Rabbit	12	\$16,370.81	\$62,322.21

West La	Cat	5	\$5,450.78	
	Dog	5	\$6,657.80	
	Rabbit	1	\$710.60	\$12,819.18

West Valley	Cat	28	\$17,400.09	
	Dog	8	\$11,727.69	
	Rabbit	13	\$14,772.18	
	Bird	1	\$132.00	\$44,031.96

Department Total for FY2023

	Cat	65	\$61,262.12	
	Dog	62	\$98,246.68	
	Rabbit	65	\$72,722.54	
	Bird	1	\$132.00	
Total Animals		193		\$232,413.34

SUBJECT: SPECIAL TREATMENT AND RECOVERY (STAR) PROGRAM STATUS AND REQUEST TO TRANSFER FUNDS WITHIN THE ANIMAL WELFARE TRUST FUND TO PAY ANTICIPATED STAR PROGRAM INVOICES

Budget Fiscal Year 2024 (July 2023 - June 2024)

District	Species	No.	Cost	Shelter Total
East	Cat			
	Dog			
	Rabbit	1	\$1,520.90	\$1,520.90

Harbor	Cat			
	Dog	4	\$7,100.10	
	Rabbit			\$7,100.10

North Central	Cat	1	\$1,754.50	
	Dog	2	\$4,022.55	
	Rabbit			\$5,777.05

South La	Cat			
	Dog	4	\$4,423.86	
	Rabbit	1	\$2,153.27	\$6,577.13

West La	Cat			
	Dog			
	Rabbit			

West Valley	Cat	1	\$1,965.85	
	Dog			
	Rabbit			\$1,965.85

Department Total YTD FY 24

	Cat	2	\$3,720.35	Total
	Dog	10	\$15,546.51	
	Rabbit	2	\$3,674.17	
Total Animals		14		\$22,941.03

SUBJECT: SPECIAL TREATMENT AND RECOVERY (STAR) PROGRAM STATUS AND REQUEST TO TRANSFER FUNDS WITHIN THE ANIMAL WELFARE TRUST FUND TO PAY ANTICIPATED STAR PROGRAM INVOICES

Invoiced (not paid) and Outstanding Invoices for animals currently out on STAR

District	Species	No.	Shelter Total
East Valley	Cat- Invoiced	1	\$3,000.00
	Cat-Est. Invoice	1	\$934.00
	Dog-Invoiced	4	\$11,486.06
	Dog-Est. Invoiced	3	\$4,719.00
	Rabbit-Invoiced	3	\$3,032.43
Est. Total		12	\$23,171.49

Harbor	Cat-Invoiced	2	\$1,051.00
	Cat- Est. Invoice	1	\$934.00
	Dog-Invoiced	2	\$1,875.68
	Dog-Est. Invoice	3	\$4,719.00
	Rabbit-Est. Invoice	1	\$1,256.00
Est. Total		9	\$9,835.68

North Central	Cat-Invoiced	2	\$2,501.00
	Cat-Est. Invoice	7	\$6,538.00
	Dog-Invoiced	3	\$3,049.77
	Dog-Est. Invoice	12	\$18,876.00
	Rabbit-Invoiced	2	\$3,768.00
	Rabbit Est. Invoice	1	\$1,256.00
Est. Total		27	\$35,988.77

South La	Cat-Invoiced	3	\$3,801.12
	Cat-Est. Invoice	8	\$7,472.00
	Dog-Invoiced	4	\$6,659.74
	Dog-Est. Invoice	12	\$18,876.00
	Rabbit-Invoice	2	\$1,928.64
Est. Total		29	\$38,737.50

West La	Cat-Invoiced	1	\$1,535.50
	Cat-Est. Invoice	2	\$1,868.00
	Dog-Invoiced	2	\$3,469.15
	Dog-Est. Invoice	8	\$12,584.00
	Rabbit	0	\$0.00
Est. Total		13	\$19,456.65

West Valley	Cat-Invoiced	6	\$4,727.00
	Cat-Est. Invoice	4	\$3,736.00
	Dog-Invoiced	3	\$5,892.58
	Dog-Est. Invoice	6	\$9,438.00
	Rabbit-Invoiced	5	\$5,323.40
	Rabbit- Est. Invoice	1	\$1,256.00
Est. Total		25	\$30,372.98

SUBJECT: SPECIAL TREATMENT AND RECOVERY (STAR) PROGRAM STATUS AND REQUEST TO TRANSFER FUNDS WITHIN THE ANIMAL WELFARE TRUST FUND TO PAY ANTICIPATED STAR PROGRAM INVOICES

Cont. Invoiced (not paid) and Outstanding Invoices for animals currently out on STAR

Department Totals

Total Animals		115	Total
Invoiced		45	\$63,101.07
Est. Invoice		70	\$94,462.00

Since the inception of the STAR Program, as of September 19, 2023 the Department has received \$418,923.37 in public donations and grant funding. The Department has paid \$332,343.96, which leaves a remaining balance of \$86,579.41. The Department’s current obligation with invoices received, but not paid is \$63,101.07. This will leave the Star Program account with a balance of \$23,478.34 and a potential outstanding liability of \$94,462.00. The Star Fund account would be at a negative \$70,983.66.

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SUBJECT: SPECIAL TREATMENT AND RECOVERY (STAR) PROGRAM STATUS AND REQUEST TO TRANSFER FUNDS WITHIN THE ANIMAL WELFARE TRUST FUND TO PAY ANTICIPATED STAR PROGRAM INVOICES

FISCAL IMPACT:

There will be no impact to the General Fund. The donations deposited into the Animal Welfare Trust Fund, Available Account are for unrestricted purposes and can be used to support Department programs in accordance with the provisions of the Animal Welfare Trust Fund.

Approved:



Staycee Dains, General Manager

BOARD ACTION:

<input checked="" type="checkbox"/>	Passed	<input type="checkbox"/>	Disapproved
<input type="checkbox"/>	Passed with noted modifications	<input type="checkbox"/>	Continued
<input type="checkbox"/>	Tabled	<input type="checkbox"/>	New Date