

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS  
OF SAN BERNARDINO COUNTY  
AND RECORD OF ACTION**

**June 14, 2022**

**FROM**

**JOSHUA DUGAS, Director, Department of Public Health**

**SUBJECT**

Administrative Support and Donation Solicitation for the Animals aRe First Fund

**RECOMMENDATION(S)**

1. Find that the Animals aRe First Fund is a non-profit, public benefit organization that serves a public purpose by providing support to the Department of Public Health, Animal Care and Control Program.
2. Authorize Department of Public Health employees to provide limited administrative support during work hours, when necessary, and utilize County resources in support of the Animals aRe First Fund for the period of July 1, 2022 through June 30, 2023.
3. Authorize Department of Public Health employees to solicit donations for the Animals aRe First Fund for the period of July 1, 2022 through June 30, 2023.

(Presenter: Joshua Dugas, Director, 387-9146)

**COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES**

**Improve County Government Operations.**

**Operate in a Fiscally-Responsible and Business-Like Manner.**

**Provide for the Safety, Health and Social Service Needs of County Residents.**

**FINANCIAL IMPACT**

This item does not require additional Discretionary General Funding (Net County Cost). Department of Public Health (DPH) employees spend an estimated 80 hours per year providing administrative support and soliciting donations for the Animals aRe First Fund (ARFF). Administrative support is provided while solicitations are conducted during normal business hours. The cost of the administrative support provided on behalf of ARFF is absorbed into the total anticipated administrative support provided by DPH. This administrative support, with an estimated cost of \$5,500, will be included in DPH's 2022-23 recommended budget.

**BACKGROUND INFORMATION**

Funds raised by ARFF provide support to the DPH Animal Care and Control (ACC) Program in many ways, from purchasing necessary supplies to conducting and supporting public awareness campaigns and pet adoption events.

During 2021-22, DPH held a total of 19 onsite pet adoption events sponsored by ARFF throughout the year. ARFF developed a grant application and successfully secured \$200,000 in grant funding to implement the next phase of the Humane Wild Burro Population Management Program in partnership with the non-profit organization DonkeyLand. In this next phase, a total of 300 male burros are scheduled to be sterilized and specific herds of burros will be relocated to the DonkeyLand sanctuary where they will be safe. ARFF purchased materials to support both Humane Education and adoption events and paid for commercial advertising to promote

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pet adoptions from County animal shelters during the Puppy Bowl and Westminster Kennel Club Dog Show. ARFF purchased 5,000 microchips valued at \$27,000 and donated those chips to County animal shelters so pets adopted or reclaimed by their owners can be microchipped free of charge. In addition, ARFF partnered with Subaru of America and the local Subaru Car Dealership to hold the Subaru Loves Pets adoption event at County animal shelter facilities.

During 2022-23, ARFF intends to continue supporting the projects initiated in 2021-22 and increase the number of sponsored adoption events held throughout the year. This year, ARFF and the County will be participating in the "Subiefest," a national event organized by Subaru. Regionally, the event will be held at the National Orange Show; the County will have a pet adoption booth available at the event and continue its partnership with Subaru of America. In addition, and new for this year, ARFF intends to establish a "Veterinary Medical Trust Fund" where individuals can provide contributions that will be specifically allocated to help homeless pets with expanded veterinary care needs.

On April 20, 2021 (Item No. 32), the Board of Supervisors (Board) approved a finding that ARFF is a non-profit, public benefit organization which serves a public purpose by providing support to the DPH ACC Program. The Board authorized DPH employees to provide limited administrative support during work hours, solicit donations, and utilize County resources in support of ARFF for the period of July 1, 2021 through June 30, 2022.

ARFF was established in 2004 to provide support to the DPH ACC Program. On March 2, 2004 (Item No. 30), the Board approved the use of County resources to assist in its formation. ARFF is a federally recognized 501(c)(3) nonprofit organization formed pursuant to the applicable provisions of the Internal Revenue Code. Per the provisions of their Articles of Incorporation, funds raised by ARFF may be used to support the DPH ACC Program.

DPH's limited administrative support includes activities such as scheduling ARFF Board of Directors meetings, attending ARFF meetings, preparing and distributing the meeting minutes, planning ARFF special events, and providing public presentations pertaining to ARFF. This support is provided primarily by a Health Education Specialist. Since 2011, in accordance with County Standard Practice No. 06-02SP, the Board has authorized DPH employees to provide limited administrative support, utilizing County resources when necessary, and solicit donations for ARFF through participation with the County's Combined Giving Campaign, the Give Big Campaign, and at annual adoption events held throughout the year.

**PROCUREMENT**

N/A

**REVIEW BY OTHERS**

This item has been reviewed by Human Services Contracts (Patty Steven, Contracts Manager, 388-0241) on May 9, 2022; County Counsel (Daniel Pasek, Deputy County Counsel, 387-5455) on May 10, 2022; Finance (Paul Garcia, Administrative Analyst, 386-8392) on May 9, 2022; and County Finance and Administration (Cheryl Adams, Deputy Executive Officer, 388-0238) on May 23, 2022.

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Record of Action of the Board of Supervisors  
San Bernardino County

**APPROVED (CONSENT CALENDAR)**

Moved: Dawn Rowe Seconded: Joe Baca, Jr.

Ayes: Col. Paul Cook (Ret.), Janice Rutherford, Dawn Rowe, Curt Hagman, Joe Baca, Jr.

Lynna Monell, CLERK OF THE BOARD

BY   
DATED: June 14, 2022



cc: File - Public Health

KS 06/29/2022