

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

May 9, 2023

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 Program.
2. Authorize County 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, 2023 through June 30, 2024.
3. Authorize County employees to solicit donations for the Animals aRe First Fund for the period of July 1, 2023 through June 30, 2024.

(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). County 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 and are therefore absorbed in the total anticipated administrative support provided by DPH. The anticipated administrative support, valued at \$7,500, will be reflected in the 2023-24 recommended budget.

BACKGROUND INFORMATION

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

During 2022-23, ARFF has sponsored a total of 27 onsite and offsite pet adoption events at San Bernardino County animal shelters and plans to sponsor an additional nine events before the end of the fiscal year. It is estimated that over 1,100 pets will be adopted during those 36 events, with ARFF paying all or a portion of the fees associated with the pet adoption. ARFF participated in "Subiefest" - a national event organized by Subaru of America - and participated in the Subaru Loves Pets national campaign co-sponsored by Subaru of San Bernardino. ARFF

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has also subsidized pet adoptions during the month-long NBC 4 Clear the Shelters campaign and continues to support the next phase of the Humane Wild Burro Population Management Program in which wild burros are sterilized and relocated to the DonkeyLand burro sanctuary. ARFF purchased materials to support both Humane Education and adoption events and paid for commercial advertising to promote pet adoptions during the Puppy Bowl. In addition, ARFF established a “veterinary medical trust fund” in which donors can designate contributions to provide enhanced veterinary care to animals housed at County animal shelters.

During 2023-24, ARFF will continue to support and expand the programs previously established with a focus on increasing the number of pet adoption events sponsored. A large-scale mega pet adoption event is planned, along with supporting efforts to adopt pets during the NBC 4 Clear the Shelters campaign and Subaru Loves Pets campaign. Expanded outreach and donor acquisition efforts are also planned to expand the number of donors who support ARFF, along with updating ARFF’s website and marketing efforts.

ARFF was established in 2004 to provide support to the DPH AC Program. On March 2, 2004 (Item No. 30), the Board of Supervisors (Board) approved the use of County resources to assist in its formation. ARFF is a federally recognized 501(c)(3) non-profit 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 AC Program.

DPH’s limited administrative support includes activities such as scheduling ARFF Board of Directors meetings, attending ARFF meetings, preparing and distributing 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.

On June 14, 2022 (Item No. 49), the Board approved a finding that ARFF is a non-profit, public benefit organization which serves a public purpose by providing support to the DPH AC 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, 2022 through June 30, 2023.

PROCUREMENT

Not applicable.

REVIEW BY OTHERS

This item has been reviewed by Human Services Contracts (Patty Steven, Contracts Manager, 388-0241) on April 5, 2023; County Counsel (Daniel Pasek, Deputy County Counsel, 387-5455) on April 5, 2023; Finance (Paul Garcia, Administrative Analyst, 386-8392) on April 19, 2023; and County Finance and Administration (Cheryl Adams, Deputy Executive Officer, 388-0238) on April 24, 2023.

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Record of Action of the Board of Supervisors
San Bernardino County

APPROVED (CONSENT CALENDAR)

Moved: Joe Baca, Jr. Seconded: Curt Hagman

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

Lynna Monell, CLERK OF THE BOARD

BY 
DATED: May 9, 2023



cc: File - Public Health
CCM 05/12/2023