



Jackie Rose  
Director

Donna Gillesby  
Deputy Director

February 6, 2024

Board of Supervisors  
County of Ventura  
800 South Victoria Avenue  
Ventura, California 93009

**Subject:** Approval of and Authorization for the Animal Services Director, or Her Designee, to Sign a Memorandum of Understanding Between Ventura County Animal Services (VCAS) and Ventura County Fairgrounds (VCF) to Allow VCAS to Utilize the Fairgrounds for Animal Evacuation and Shelter in the Event of Any Federal, State or Locally Declared Disaster or Any Other Local Emergency Which May Cause an Immediate Need to Evacuate Multiple Domestic Animals from a Specific Geographic Area to VCF Facilities on a Temporary Basis in Order to Ensure Animal Health, Safety and Welfare; Delegate Authority to the Animal Services Director, or Her Designee, to Make Non-Material Changes to the Memorandum of Understanding with Ventura County Fairgrounds, Subject to Prior Approval by County Counsel.

**Recommendation:**

It is recommended that your Board:

1. Approve and authorize the Animal Services Director, or her designee, to sign a Memorandum of Understanding between Ventura County Animal Services (VCAS) and Ventura County Fairgrounds (VCF) to allow VCAS to utilize the Fairgrounds for animal evacuation and shelter in the event of any federal, state or locally declared disaster or any other local emergency which may cause an immediate need to evacuate multiple domestic animals from a specific geographic area to VCF facilities on a temporary basis in order to ensure animal health, safety and welfare. (Exhibit 1).
2. Delegate authority to the Animal Services Director, or her designee, to make non-material changes to the Memorandum of Understanding with Ventura County Fairgrounds, subject to prior approval by County Counsel.

**Fiscal Mandates/Impacts:**

There is no fiscal impact as a result of this agreement.

**Discussion:**

Ventura County Animal Services (VCAS) takes great pride in the quality of service provided to the community during emergency events that directly impact the health and well-being of animals, including but not limited to domestic and large farm animals (horses, cows, sheep, pigs, etc.). In 1985, VCAS established the Emergency Volunteer Rescue Team (EVRT), an on-call emergency volunteer group whose members are residents of Ventura County. This group is activated by VCAS personnel during declared disasters. This team primarily assists in the evacuation of livestock and domestic animals to safe, predetermined locations within Ventura County. One such location is the Ventura County Fairgrounds. Through this mutual aid relationship, VCF provides the use of the Fairgrounds for emergency animal sheltering and VCAS is responsible for the personnel and volunteers utilized to administrative manage and shelter evacuated animals.

This Memorandum of Understanding specifically supports the County of Ventura's Healthy, Safe, and Resilient Communities priority by maintaining high-performing public safety services and promoting community resiliency and strength to withstand and recover from disaster or adversity.

The agreement will become effective upon the parties' execution and will thereafter automatically renew for successive one-year terms. However, any party may terminate the agreement upon providing sixty (60) days written notice to the other party.

Your Board is being asked to authorize the Animal Services Director, or her designee, to sign the Memorandum of Understanding in Exhibit 1.

Your Board is also being asked to delegate authority to the Animal Services Director, or her designee, to make non-material changes to the Memorandum of Understanding with Ventura County Fairgrounds, subject to prior approval by County Counsel.

The County Executive Office, the Auditor-Controller's Office, and County Counsel have reviewed this letter. If you have any questions regarding this item, please feel free to contact Jackie Rose at (805) 388-4355.

  
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Jackie Rose, JD, MS, CAWA  
Animal Services Director

Attachments:  
Exhibit 1 – Memorandum of Understanding