

SUBMITTAL TO THE BOARD OF SUPERVISORS  
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA



ITEM  
3.8  
(ID # 10888)

MEETING DATE:

Tuesday, October 8, 2019

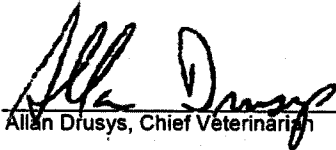
FROM : ANIMAL SERVICES AND Supervisor Karen Spiegel :

SUBJECT: ANIMAL SERVICES: Approve the Memorandum of Understanding Between City of Norco and the Department of Animal Services to Provide Mutual Aid for Large and Small Livestock Rescues; Districts 1, 2, 3, and 5. [\$0]

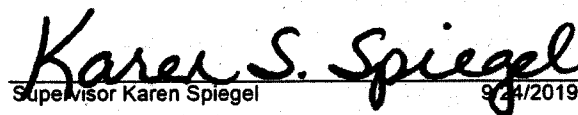
RECOMMENDED MOTION: That the Board of Supervisors:

1. Approve the Memorandum of Understanding between the City of Norco and the County of Riverside (MOU) to provide mutual aid during large and small livestock rescue; and
2. Authorize the Chair of the Board of Supervisors to execute the attached MOU on behalf of the County; and
3. Authorize the Director of Animal Services, or designee, to implement the MOU on behalf of the County.

ACTION: Policy

  
Allan Drusys, Chief Veterinarian

9/13/2019

  
Supervisor Karen Spiegel

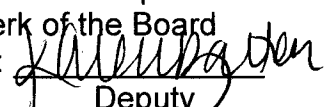
9/24/2019

---

MINUTES OF THE BOARD OF SUPERVISORS

On motion of Supervisor Spiegel, seconded by Supervisor Hewitt and duly carried, IT WAS ORDERED that the above matter is approved as recommended.

Ayes: Jeffries, Spiegel and Hewitt  
Nays: None  
Absent: Washington and Perez  
Date: October 8, 2019  
xc: Animal Services

Kecia R. Harper  
Clerk of the Board  
By:   
Deputy

**SUBMITTAL TO THE BOARD OF SUPERVISORS COUNTY OF RIVERSIDE,  
STATE OF CALIFORNIA**

<b>FINANCIAL DATA</b>	<b>Current Fiscal Year:</b>	<b>Next Fiscal Year:</b>	<b>Total Cost:</b>	<b>Ongoing Cost</b>
<b>COST</b>	\$ 0	\$ 0	\$ 0	\$ 0
<b>NET COUNTY COST</b>	\$ 0	\$ 0	\$ 0	\$ 0
<b>SOURCE OF FUNDS: \$0</b>			<b>Budget Adjustment:</b>	No
			<b>For Fiscal Year:</b>	19/20

**C.E.O. RECOMMENDATION:** Approve

**BACKGROUND:**

**Summary**

The purpose of the MOU is to provide mutual assistance with large and small animal rescues. The Department of Animal Services and the Norco Animal Rescue Team (NART) have the experience, knowledge, and equipment needed to perform large and small animal rescues. The partnership between the cooperating agencies will provide a more effective team to quickly and efficiently render assistance during rescues, emergencies and other natural disasters. The Department of Animal Services will designate a team to work alongside NART. The designated team will attend mandatory trainings with NART to learn new skills and improve current skills.

Staff recommend approving the attached MOU and authorizing the Director of Animal Services to implement the MOU.

**Impact on Residents and Businesses**

The MOU will have a positive impact on Riverside County residents, their pets, and service animals in that it will ensure preservation of animal life and protect the public's health. Once the MOU has been executed, the agencies will begin working together to perform large and small animal rescues when necessary.

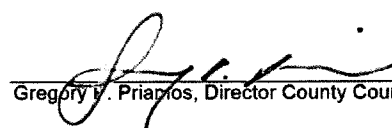
**Additional Fiscal Information**

There is no additional impact on the general fund. NART is comprised of dedicated volunteers. Animal Control Officer's time is already included in the Department's budget.

**ATTACHMENTS:**

Memorandum of Understanding between City of Norco and the County of Riverside

  
Nehini Basika, Principal Management Analyst 9/27/2019

  
Gregory V. Priamos, Director County Counsel 9/19/2019

**MEMORANDUM OF UNDERSTANDING  
BETWEEN  
CITY OF NORCO  
AND  
COUNTY OF RIVERSIDE**

This Memorandum of Understanding ("MOU") is made and entered into this 4<sup>th</sup> day of September, 2019, by and between County of Riverside, a political subdivision of the State of California, on behalf of its Department of Animal Services, hereinafter called "**COUNTY**" and City of Norco, a charter city and municipal corporation, hereinafter called "**CITY**". COUNTY AND CITY are collectively known as Cooperating Agencies or "Parties", and individually as "Party". It is necessary that the resources and equipment of the cooperating agencies be made available to each other for animal rescue and emergencies connected to mutual aid and/or to prevent and combat the effect of emergencies and disasters, which may result from such calamities as flood, fire, earthquake, pestilence, war, sabotage, and riot or natural and domestic incidents.

The Parties hereto desire to coordinate a mutual aid program of emergency assistance for relief to ensure preservation of animal life and to protect public health and welfare by providing emergency animal care and emergency response by means of this MOU.

**WITNESSETH THAT:**

WHEREAS, The CITY provides animal rescue and equipment for the well-being and care of large and small livestock through the deployment of its Norco Animal Rescue Team ("NART") and Norco Animal Control Services with cooperation and oversight by Norco-Riverside County Fire Department/CALFIRE; and

WHEREAS, the NART team is a volunteer organization under the City of Norco and has more than fifteen (15) years of experience providing expert rescue efforts for small and large animals and has the ability to provide mutual aid during animal rescues; and

WHEREAS, CITY oversees NART deployment through supervision by Norco Riverside County Fire/CALFIRE and Norco Animal Control Services; and

WHEREAS, CITY and COUNTY desires to extend a partnership through a mutual aid agreement; and

WHEREAS, COUNTY provides animal control services to unincorporated areas and municipalities within the County of Riverside and has a team of Animal Control Officers who will train and assist with large and small animal rescues; and

Now, Therefore, COUNTY and CITY will enter into an MOU; and agree as follows:

1. Each Party shall develop a mutually compatible plan providing for the effective mobilization of all its resources and facilities to cope with any type of rescue or emergency and/or disaster.

2. COUNTY shall coordinate animal emergency response and deployment resource efforts for incidents within its jurisdiction in cooperation with the CITY, its Norco Animal Control Services, and NART, to assist members of the public needing emergency rescues. These efforts shall include, but are not limited to, emergency response and equipment by NART, Norco Animal Control Services and its team unit through the City of Norco Animal Control Services after-hour's emergency dispatch.

- A. Veterinarian care, euthanizing, tranquilizing of animals for support and transportation and providing animal food and supplies to the public for their animals shall be the responsibility of the COUNTY.
- B. COUNTY shall provide onsite at each incident a Riverside County Animal Control Supervisor ("Supervisor") to assist with the NART and/or Norco Animal Control Services unit for deployment of resources to include, but not limited to veterinarian assistance, coordination of effort between owner and resources, fiscal responsibility by owner and/or contract services related to resource deployment.
- C. Other agencies involved with animal rescue shall only be allowed to work under the direction of the COUNTY and incident commander.
- D. The COUNTY shall coordinate all other animal rescue groups and individuals, and reserves the right to deny assistance from any animal rescue group or individual.
- E. COUNTY and CITY shall each assume its own responsibility and liability related to deployment and services through this MOU for mutual aid.

3. In the event of any situation requiring disaster response, the COUNTY shall provide animal relief assistance through the direction of the Standardized Emergency Management System (SEMS). All actions of the COUNTY shall be coordinated with other participating governmental agencies during a disaster.

4. During mutual aid incidents, each Party shall participate without assurance of cost recovery.

5. The CITY shall respond to requests for mutual aid only within Western Riverside County. Any areas outside of Western Riverside County shall require approval of the City Manager and/or his designee, pursuant to this MOU.

6. Each Party shall participate in meetings and drills related to disaster relief.

7. The CITY shall furnish educational materials and appropriate training relating to dealing with animal rescue and emergency evacuation in a disaster.

8. Each Party to this MOU shall provide the other Party annually with emergency phone numbers of designated personnel responsible for emergency response for animal rescue and/or disaster relief.

9. To the extent that the equipment and/or facilities of any other governmental agency outside COUNTY or CITY are utilized or employed in any animal relief efforts covered by this MOU, such equipment and/or facilities shall remain under the control and supervision of the COUNTY and CITY under the direction of the incident command for the duration of the animal relief effort or until the originating governmental agency resumes custody of the equipment and/or facilities.

10. In the event an emergency/disaster requires aid outside the jurisdiction of the Operational Area as defined by Exhibit A, coordination shall be the responsibility of the COUNTY.

### **OBJECTIVES AND RESPONSIBILITIES:**

The COUNTY and CITY desire to enter into an MOU to improve the manner with which large and small animal rescues are performed and dispatched in order to make a positive impact in the lives of Riverside County residents.

### **CITY RESPONSIBILITIES:**

- A. Norco Animal Control Services may deploy animal rescue or animal emergency assistance through NART at any time.
- B. NART shall provide training regularly to COUNTY based on annual calendar.
- C. NART shall provide mutual aid during emergencies where large or small animal rescues are needed, and the rescue is COUNTY's capacity.
  - 1. Exception where mutual aid or emergencies and/or disasters within the County of Riverside would provide adversity to the residents of the City of Norco.
- D. CITY shall continue to maintain training and qualify its personnel and volunteers to aid and perform in the act of animal rescue or emergency response as Emergency Disaster personnel (Norco Municipal Code Section 2.28.030).
- E. CITY shall provide an Animal Control Officer when needed to assist NART with animals.
- F. CITY shall provide a call down list with its emergency after-hour's call number to the COUNTY for distribution to its administrative operation staff.

### **COUNTY RESPONSIBILITIES:**

- A. COUNTY shall dispatch a Supervisor to the incident or scene to assess and determine the need for mutual aid and assistances from the CITY for activation of its NART team. COUNTY Supervisor must be on scene through completion of incident or until the incident is terminated.
- B. COUNTY shall be the incident command for rescue within its jurisdiction.
- C. Any trailering incidents or vehicle collisions where animals are involved, a COUNTY Supervisor shall be on scene to assess and determine the need for mutual aid and assistance from the CITY and shall remain on scene until incident is completed and terminated.

- D. COUNTY shall provide a call down list to the CITY and the designated NART Team Leader, and Norco Animal Control Services Superintendent.
- E. COUNTY shall identify and maintain a designated team to assist with large or small animal rescues, and attend trainings.

**ACTIVATION AND REQUEST FOR MUTUAL AID:**

A. In the event of an animal-related emergency or incident, all request for mutual aid shall go through the CITY emergency after-hour's response line or through the Superintendent of Animal Control for deployment and activation of NART and/or mutual aid.

1. Reasons for mutual aid:

- i. Injured animal, natural disaster not in Norco, a downed animal that is in imminent danger or a trailering accident where animals are involved.

**MISCELLANEOUS PROVISIONS:**

A. There is no exchange of funds between COUNTY and CITY for the implementation and/or program services contained within this MOU.

- 1. In the event of a dispute, the designated contacts shall work cooperatively to resolve any issues that may arise during the performance of this MOU.

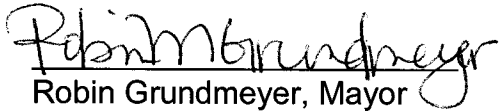
**TERMINATION:**

This Memorandum of Understanding (MOU) is valid until revoked. The MOU may be revoked upon the request of either of the parties in writing signed hereto. This MOU shall not be modified, unless the parties first agree to and approve such modification in writing.

**[Signature Page on Following Page]**

IN WITNESS THEREOF, this Memorandum of Understanding has been executed by and on behalf of the Parties hereto as to the day and year first written.

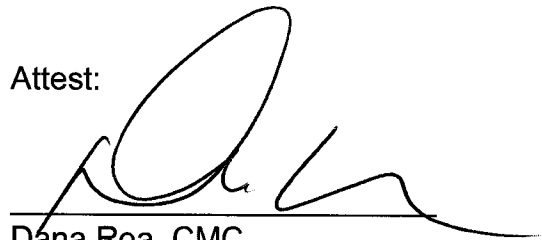
**CITY OF NORCO**



Robin Grundmeyer, Mayor  
City of Norco  
Norco City Hall  
2870 Clark Avenue  
Norco, California 92860

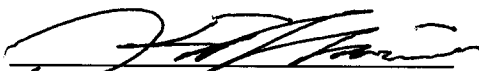
September 1, 2019  
Date

Attest:



Dana Roa, CMC  
City Clerk  
City of Norco

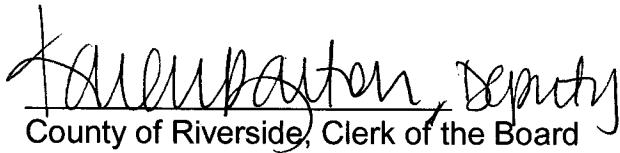
**COUNTY OF RIVERSIDE**



Kevin Jeffries, Chairperson  
Riverside County Board of Supervisors

OCT 08 2019  
Date

Attest:

  
County of Riverside, Clerk of the Board


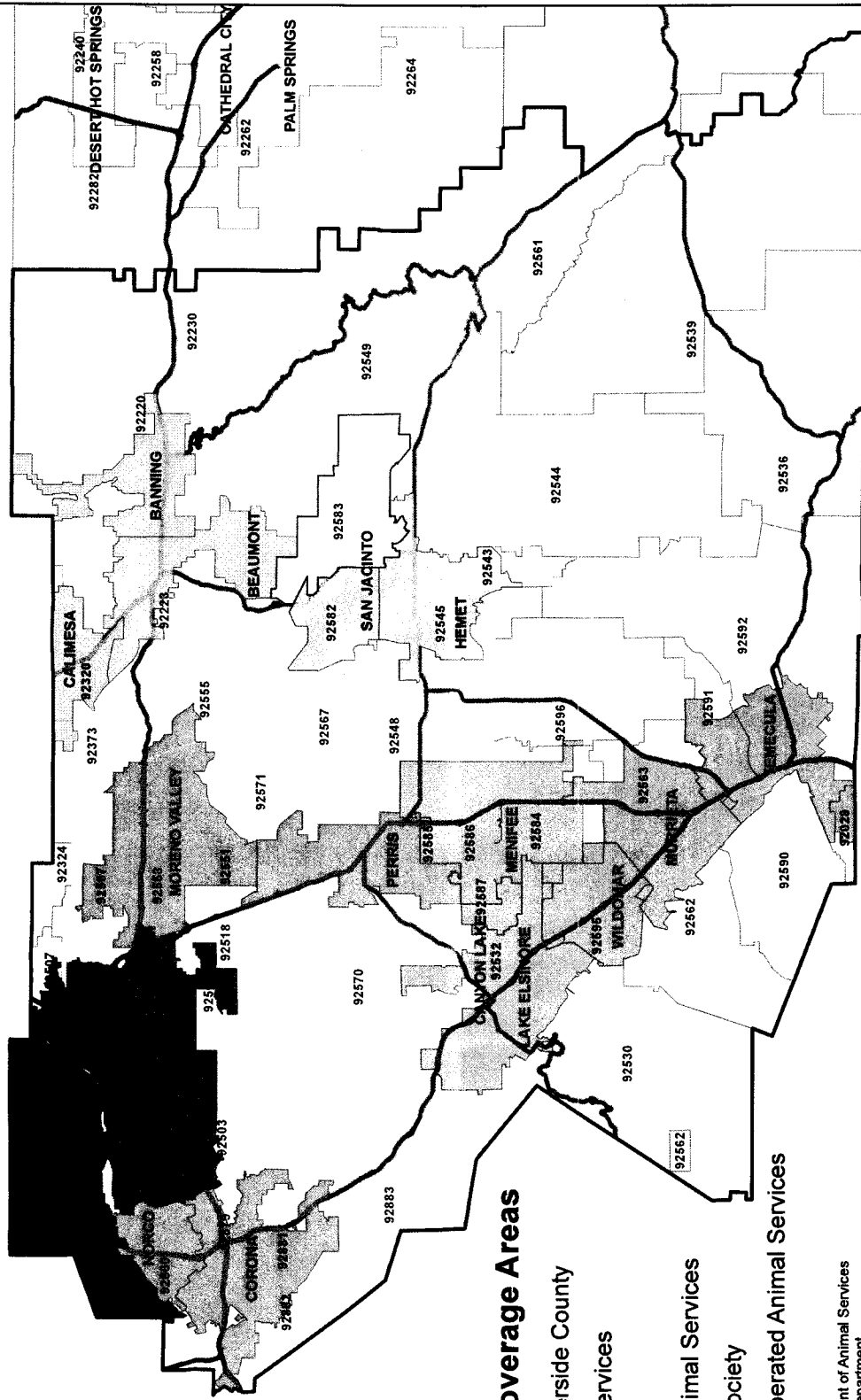






FORM APPROVED COUNTY COUNSEL  
BY:  AMRIT P. DHILLON  
DATE: 9/16/2019

Exhibit A

City of Norco/Riverside County Animal Services MOU Rescue Map



Animal Services Coverage Areas

-  Unincorporated Riverside County
-  Beaumont Animal Services
-  Friends of the Valley
-  Riverside County Animal Services
-  Ramona Humane Society
-  Independent City Operated Animal Services

NOTE: Any city outside Riverside County Department of Animal Services jurisdiction must go through their local fire department to contact Riverside County Animal Services for NART Assistance during an emergency.





## EXHIBIT B

### INCIDENT ACTIVATION PLAN

- RCDAS Supervisor will be dispatched to the incident/rescue in Western Riverside County to determine need for NART assistance.
- RCDAS Supervisor will gather all necessary information to be relayed to Norco Animal Control Services after-hours dispatch (951-358-2080). For example, owner name, address, phone number, city with zip code and cross streets if available.
- RCDAS Supervisor will ask after-hours dispatch to connect them to Norco Animal Control Services Superintendent.
- RCDAS Supervisor will provide all necessary information to the Superintendent.
- Norco Animal Control Services Superintendent will then call a NART Team Leader to activate NART.
- Superintendent will then place call to NORCO Deputy City Manager and/or City Manager to notify them that NART has been requested for assistance in Western Riverside County in conjunction with RCDAS personnel.
- Superintendent will notify Cal Fire Battalion Chief or Captain on duty of NART activation.
- NART members will then mobilize our resources in Norco and head out as a group to provide rescue/disaster assistance to the incident.
- RCDAS Supervisor will remain on scene until completion of NART assistance/rescue.

# Riverside County Board of Supervisors Request to Speak

Submit request to Clerk of Board (right of podium), Speakers are entitled to three (3) minutes, subject to Board Rules listed on the reverse side of this form.

SPEAKER'S NAME: BERWIN HAYNT

Address: 4548 TAMAZO CAL AVE

City: NORCO Zip: 92860

Phone #: 951-377-7040

Date: 10/18/19 Agenda # 3.8

PLEASE STATE YOUR POSITION BELOW:

Position on "Regular" (non-appealed) Agenda Item:

Support  Oppose  Neutral

**Note:** If you are here for an agenda item that is filed for "Appeal", please state separately your position on the appeal below:

Support  Oppose  Neutral

I give my 3 minutes to: \_\_\_\_\_

# BOARD RULES

## **Requests to Address Board on "Agenda" Items:**

You may request to be heard on a published agenda item. Requests to be heard must be submitted to the Clerk of the Board before the scheduled meeting time.

## **Requests to Address Board on items that are "NOT" on the Agenda/Public Comment:**

Notwithstanding any other provisions of these rules, a member of the public shall have the right to address the Board during the mid-morning "Oral Communications" segment of the published agenda. Said purpose for address must pertain to issues which are under the direct jurisdiction of the Board of Supervisors. YOUR TIME WILL BE LIMITED TO THREE (3) MINUTES. Donated time is not permitted during Public Comment.

## **Power Point Presentations/Printed Material:**

Speakers who intend to conduct a formalized Power Point presentation or provide printed material must notify the Clerk of the Board's Office by 12 noon on the Monday preceding the Tuesday Board meeting, insuring that the Clerk's Office has sufficient copies of all printed materials and at least one (1) copy of the Power Point CD. Copies of printed material given to the Clerk (by Monday noon deadline) will be provided to each Supervisor. If you have the need to use the overhead "Elmo" projector at the Board meeting, please ensure your material is clear and with proper contrast, notifying the Clerk well ahead of the meeting, of your intent to use the Elmo.

## **Individual Speaker Limits:**

**Individual speakers are limited to a maximum of three (3) minutes.** Please step up to the podium when the Chairman calls your name and begin speaking immediately. Pull the microphone to your mouth so that the Board, audience, and audio recording system hear you clearly. Once you start speaking, the "green" podium light will light. The "yellow" light will come on when you have one (1) minute remaining. When you have 30 seconds remaining, the "yellow" light will begin to flash, indicating you must quickly wrap up your comments. Your time is up when the "red" light flashes. The Chairman adheres to a strict three (3) minutes per speaker. **Note: If you intend to give your time to a "Group/Organized Presentation", please state so clearly at the very bottom of the reverse side of this form.**

## **Group/Organized Presentations:**

Group/organized presentations with more than one (1) speaker will be limited to nine (9) minutes at the Chairman's discretion. The organizer of the presentation will automatically receive the first three (3) minutes, with the remaining six (6) minutes relinquished by other speakers, as requested by them on a completed "Request to Speak" form, and clearly indicated at the bottom of the form.

## **Addressing the Board & Acknowledgement by Chairman:**

The Chairman will determine what order the speakers will address the Board, and will call on all speakers in pairs. The first speaker should immediately step to the podium and begin addressing the Board. The second speaker should take up a position in one of the chamber aisles in order to quickly step up to the podium after the preceding speaker. This is to afford an efficient and timely Board meeting, giving all attendees the opportunity to make their case. Speakers are prohibited from making personal attacks, and/or using coarse, crude, profane or vulgar language while speaking to the Board members, staff, the general public and/or meeting participants. Such behavior, at the discretion of the Board Chairman, may result in removal from the Board Chambers by Sheriff Deputies.