**Operations Council**

**Minutes**

**Date: 3/11/13, 9:00 a.m., #AA-216**

**PRESENT: Donna Floyd (Chair), James Eyestone, Lilly Harper, Susan Lee, Jose Oliveira, Darlene Poe, Darla Nystrom from Feral Cat Foundation (Guest), Sandra Dellaflora from Fix Our Ferals (Guest), John Nystrom as a Concerned Citizen (Guest), Kathy Condron from Fix Our Ferals (Guest)**

**ABSENT: Vicki Ferguson, Bruce King, Wayne Organ**

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| **Topic** | **Discussion** | **Follow-Up** |
| Feral Cat Foundation  | * Everyone introduced themselves and the Council welcomed the guests. Darla Nystrom first got involved with the Feral Cat Foundation when she was a student at CCC 15 years ago. There were many cats on campus and they were starving. She learned about TNR (Trap, Neuter, Return). For the past 15 years she has implemented TNR on campus, and fed the cats. The feral cat population on campus has gone from 200 cats to about 30 now. If the cats are all killed by starvation, more cats will come. It will be a continuing cycle.
* The volunteers pay for the spay and neutering, and also receive donations. There is a clinic that will perform the spay and neutering for $15. The food is funded by Tony La Russa’s organization.
* Approximately four weeks ago, the campus police told the volunteers not to feed the cats on campus anymore. Citations were issued to two people feeding the cats. The volunteers want to continue to feed the cats. The Feral Cat Foundation is seeking a formal agreement with CCC. There could be designated feeding stations, and the containers would be high up enough so no other animals could eat the food. Donna thought there should be an MOU. Kathy has a template. She will draft something and send it to Donna. In the meantime, before the agreement is finalized, Lt. Oliveira agreed that the volunteers won’t be cited for feeding the cats.
* When asked if the two individuals that received citations could be forgiven, Lt. Oliveira responded that it would be up to a judge. They should bring any letters, pamphlets, and the MOU to court.
* Lt. Oliveira said the police were trying to trap some aggressive pit bulls and cats got into the traps. Darla asked what happened to the cats that were trapped because some cats are missing. Jose didn’t know.
 | * Mary Healy will send Kathy Condron the Minutes from this meeting.
* The volunteers can continue to feed the cats until the MOU is signed.
* Bruce King will be the contact person for the volunteers.
* The Feral Cat Foundation will absorb all costs of the feeding stations.
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| Bicycle Locker Policy | * Mary Healy sent the policy that was revised at the 2/25/13 meeting to Operations Council and got no feedback. There were some comments made at this meeting. The last sentence in #5 should be “Renters” rather than “Students”. A sentence should be added to #4 clarifying what a semester/term is.
 | * Mary Healy will make the changes to the policy and send to Operations Council.
* Donna will take the policy to President’s Cabinet.
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| Unauthorized Feeding of Wildlife Policy | * This will be tabled until the MOU with the Feral Cat Foundation is signed.
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| Other | * Exit Checklists: Donna explained to Lilly that she took the checklists and policy to President’s Cabinet and they had many comments and suggestions. One suggestion was to combine the HR Employee Checklist and the Manager Employee Checklist. Donna explained some of the other suggestions made by President’s Cabinet. James questioned whether the Manager Employee Checklist should be in the College Procedures Handbook. He suggested taking this portion of the form to Management Council.
 | * Donna will meet with Lilly Harper and Joy Steinecke together.
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| Adjournment | * The meeting adjourned at 9:40 a.m.
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Minutes Taken by Mary Healy

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