



Marcia Mayeda, Director

June 16, 2026

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Dear Supervisors:

REQUEST APPROVAL TO DELEGATE AUTHORITY TO ENTER INTO MEMORANDA OF UNDERSTANDING WITH DOG BEHAVIOR TRAINING PROVIDERS (ALL SUPERVISORIAL DISTRICTS) (3 VOTES)

SUBJECT

This action requests delegated authority for the Director of Animal Care and Control (Director) or designee to enter into Memoranda of Understanding (MOUs) with qualified dog behavior training providers as determined appropriate by the Department of Animal Care and Control (Department).

IT IS RECOMMENDED THAT THE BOARD:

1. Approve and authorize the Director of Animal Care and Control or designee to execute MOUs, substantially similar to the attachment, with dog behavior training providers to deliver free or low-cost services to residents within Los Angeles County and other areas served by the Department.
2. Approve and authorize the Director or designee to amend or modify these MOUs as needed to expand or adjust services, including but not limited to behavior consultations, training programs, and other related support services.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The Department continues to pursue partnerships and opportunities to reduce animal admissions and support pet retention. Behavioral challenges are one of the leading reasons pet owners surrender dogs to County animal care centers. Many residents lack awareness of affordable,

reputable animal training resources and may feel they have no alternative but to relinquish their pets.

All qualified vendors, as determined by the Department, who are willing to offer free or low-cost services will be considered and vetted. Vendors will be selected through an equitable and transparent process based on established program criteria, including demonstrated experience, capacity to serve the public, and ability to provide accessible, low-cost services. No vendor will be granted exclusive rights under this program. Executing MOUs with qualified dog behavior training providers will allow the Department to connect pet owners with resources aimed at addressing behavioral issues before they result in surrender. These partnerships will serve as a critical early intervention tool, helping keep pets safely in their homes and reducing unnecessary dog admissions.

Under this program, training providers will work directly with pet owners off-site, and the Department's role will be limited to facilitating referrals and sharing information about available resources. This approach allows the Department to expand access to services without incurring additional costs or liability.

Implementation of Strategic Plan Goals

The recommended action supports the County's strategic direction as outlined in the three North Stars of its 2024–2030 Strategic Plan. These partnerships support North Star II, Foster Vibrant and Resilient Communities, by building partnerships with local behavior training organizations that provide low-cost services to pets in our communities. These services will also expand resources for pet owners in need of behavioral training for their pets, helping prevent owner surrenders related to behavioral issues.

FISCAL IMPACT/FINANCING

There is no net County cost associated with these MOUs. Training providers will independently manage and collect any applicable fees directly from clients. The Department will not be financially responsible for the cost of services.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The MOUs will include standard County provisions, including but not limited to indemnification, insurance, and compliance with applicable laws and regulations. All providers will be required to maintain appropriate insurance coverage, including general liability insurance, naming the County of Los Angeles as an additional insured.

The indemnity provisions will provide appropriate protections to the County, and the Department is requesting authority to administer and enforce these provisions as necessary.

Providers will be expected to demonstrate appropriate qualifications, experience, and adherence to humane, evidence-based training practices. The sample MOU has been reviewed and approved by County Counsel.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

Approval of this action will enhance the Department's ability to provide proactive, community-based

solutions that address one of the root causes of dog surrenders. By increasing access to animal behavior support services, the Department anticipates a reduction in owner surrenders related to behavioral issues, improved outcomes for dogs and their owners, and decreased strain on care center resources.

These partnerships will complement existing programs focused on pet retention and community support, strengthening the Department's overall service delivery model.

CONCLUSION

Upon Board approval, please return one adopted copy of this Board letter to the Department.

Respectfully submitted,

A handwritten signature in blue ink that reads "Marcia Mayeda". The signature is written in a cursive, flowing style.

MARCIA MAYEDA

Director

MM:DU:WD:BK:jl

Enclosures

c: Chief Executive Office
County Counsel
Executive Office

**MEMORANDUM OF UNDERSTANDING
FOR CANINE BEHAVIOR TRAINING REFERRAL SERVICES**

Between

COUNTY OF LOS ANGELES
DEPARTMENT OF ANIMAL CARE AND CONTROL

And

LEMASTER K9

This Agreement (“Agreement”) is entered between the County of Los Angeles Department of Animal Care and Control (“DACC”) and LeMaster K9 (“LeMaster K9”) (each a “Party,” and collectively, the “Parties”) and is effective as of the date of execution by the last signatory (“Effective Date”).

BACKGROUND:

DACC provides animal care and control services to Los Angeles County residents, including promoting animal welfare, responsible pet ownership, and pet retention.

LeMaster K9 provides professional canine training services to the public.

The Parties desire to establish a non-exclusive referral partnership whereby DACC may provide information about LeMaster K9’s services to members of the public seeking canine behavior training resources.

The Parties acknowledge that DACC will not provide payment, endorsement, or guarantees related to LeMaster K9’s services, and that all services provided by LeMaster K9 are independent of the County.

The Parties acknowledge that DACC will not be involved in any disputes between LeMaster K9 and clients served directly by it for canine training services.

The Parties agree as follows:

GENERALLY:

1. Term:

The term of this Agreement will begin on the Effective Date and continue for three (3) years, with two additional one (1) year extension options, unless sooner terminated or extended in writing by mutual agreement.

2. Termination:

Either Party may terminate this Agreement at any time, with or without cause, by providing thirty (30) days' prior written notice to the other Party.

DACC may immediately terminate this Agreement if it determines, in its sole discretion, that continuation of the referral relationship poses a risk to public safety, animal welfare, or County interests.

3. Nature of Relationship:

This Agreement is for referral and informational purposes only. Nothing in this Agreement shall be construed to:

- 3.1 Create an endorsement of LeMaster K9 by DACC or the County of Los Angeles;
- 3.2 Establish LeMaster K9 as an agent, employee, or contractor of the County; or
- 3.3 Create any obligation on the part of DACC to refer any minimum number of individuals.

LeMaster K9 is solely responsible for all services provided to the public.

4. Confidentiality:

LeMaster K9 will respect the confidentiality of individual information as provided under DACC's policies and applicable law, and will direct its employees not to disclose any confidential business or constituent information connected with DACC, the specific DACC facility, or any of its constituents. LeMaster K9 will enforce compliance by its employees and volunteers with DACC's confidentiality policy. To the extent DACC or DACC employees or volunteers receive confidential LeMaster K9 business, client, or employee information, DACC will direct its employees and volunteers not to disclose any such confidential information unless otherwise required to do so pursuant to federal, state, or local law. DACC will disclose records as required by law.

5. LeMaster K9 Staff:

LeMaster K9 staff and volunteers are not employees or agents of DACC. LeMaster K9 assumes full responsibility for the compensation, benefits, insurance, and supervision of its staff and volunteers.

6. Supervision and Compliance:

When providing services, LeMaster K9 staff and volunteers will comply with applicable DACC policies and procedures. DACC may require LeMaster K9

personnel to complete trainings related to safety, handling, or County requirements.

LeMaster K9 shall immediately report to DACC any observed or suspected violations of applicable federal, state, or local laws or regulations relating to animal welfare, including but not limited to animal neglect or cruelty, unlicensed breeding, unlawful sales or transfers of animals, or any other activity that may constitute a violation of law. Nothing in this Agreement authorizes LeMaster K9 to enforce laws; however, timely reporting of suspected violations to DACC is required.

7. Equal Employment Opportunity:

DACC and LeMaster K9 each affirm and agree that each is an equal employment opportunity employer in full compliance with any and all applicable anti-discrimination laws, rules and regulations. Each agrees not to harass, discriminate against, or retaliate against employees and/or volunteers of the other Party providing services pursuant to this Agreement because of race, color, national origin, age, sex, sexual orientation, gender identity, religion, disability, marital status, veteran status, citizenship status, or any other category protected under the laws of California, Los Angeles County, or under federal laws, rules, or regulations, nor will either Party cause or request the other Party to engage in such discrimination, harassment, or retaliation.

8. Subcontracting

Performance under this Agreement may not be subcontracted by LeMaster K9 without the advance approval of DACC.

9. Compensation

No compensation shall be exchanged between the Parties under this Agreement. DACC shall not be financially responsible for any fees, costs, refunds, or disputes related to LeMaster K9's services.

10. Indemnification/Hold Harmless:

LeMaster K9 agrees to indemnify, defend, and hold harmless the County of Los Angeles, its Special Districts, officers, employees, agents, and volunteers from and against any and all liability, costs, or claims arising from LeMaster K9's performance of this Agreement, except to the extent arising from the County's gross negligence or willful misconduct.

11. Insurance

Without limiting LeMaster K9's indemnification of DACC, provide and maintain at its own expense, Commercial General Liability insurance naming the County

of Los Angeles, its Special Districts, Elected Officials, Officers, Agents, employees and volunteers (collectively DACC and its Agents) as an additional insured, with limits of not less than:

General Aggregate:	\$2 million
Products/Completed Operations Aggregate:	\$1 million
Personal and Advertising Injury:	\$1 million
Each Occurrence:	\$1 million

In addition, all staff performing services under this Agreement shall maintain valid licensure in accordance with California requirements and carry appropriate professional liability insurance.

12. Governing Law:

This Agreement will be deemed to have been executed and delivered within the state of California, and the rights and obligations of the Parties under it will be construed and enforced in accordance with, and governed by, the laws of the state of California in effect as of the effective date of this Agreement.

13. Non-Exclusivity:

This Agreement does not create an exclusive partnership between DACC and LeMaster K9. Nothing in this Agreement shall preclude DACC from entering into similar agreements or partnerships with other agencies or organizations to provide behavior training services or referrals.

14. Project Coordinators:

Each Party shall designate a Coordinator, listed in Exhibit A, who will serve as the primary contact regarding this Agreement.

15. Use of Logos

Neither Party shall use the name, logo, or branding of the other Party without prior written approval.

16. Scope of Work (DACC):

SPECIFICALLY, DACC agrees to:

- 15.1 Provide LeMaster K9 informational materials (e.g., flyers, brochures, contact information) that can be used by DACC and distributed via its care centers, website, and at outreach events to promote behavioral training as a resource;

- 15.2 Share LeMaster K9 contact information with members of the public seeking canine behavior training resources;
- 15.3 Remove LeMaster K9 materials at any time for any reason as determined by either party.

17. Scope of Work (LeMaster K9):

SPECIFICALLY, LEMASTER K9 agrees to:

- 16.1 Provide accurate and current informational materials to DACC;
- 16.2 Clearly disclose that its services are private services and are not provided, funded, operated, or endorsed by the County of Los Angeles;
- 16.3 Maintain all required licenses (e.g., business license), certifications, and professional qualifications;
- 16.4 Coordinate and provide services directly to the public at LeMaster K9's sole discretion and responsibility;
- 16.5 Comply with all applicable federal, state, and local laws.

18. Trainer Qualifications and Standards

LeMaster K9 represents and warrants that all trainers providing services to the public pursuant to this Agreement:

- 17.1 Possess appropriate education, training, and experience in canine behavior and training;
- 17.2 Comply with all applicable federal, state, and local laws and regulations;
- 17.3 Utilize training practices that prioritize animal welfare and public safety and prohibit inhumane treatment or abuse;
- 17.4 Maintain any required professional licenses, permits, or certifications applicable to their services; and
- 17.5 Conduct all services in a professional and ethical manner.

Nothing in this Agreement shall be construed as approval, certification, or endorsement by the County of any specific training methods, techniques, or outcomes.

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FOR CANINE BEHAVIOR TRAINING REFERRAL SERVICES**

Between

COUNTY OF LOS ANGELES
DEPARTMENT OF ANIMAL CARE AND CONTROL

And

LEMASTER K9

The Parties agree to execute this Agreement as of the day and year of the last signature hereto.

County of Los Angeles
Department of Animal Care and Control

LeMaster K9

By:

By:

MARCIA MAYEDA, Director

DATE _____

DATE _____

EXHIBIT A

DACC Coordinator

Name: Thomas Kalinowski
Title: Behavior and Enrichment Team Manager
Address: Department of Animal Care and Control
5898 Cherry Avenue
Long Beach, CA 90805
Telephone: _____
E-mail: TKalinowski@animalcare.lacounty.gov

DACC Contracts and Grants Division

Name: Bradley Kim
Title: Contracts, Grants, and Analytics Division Manager
Address: 5898 Cherry Avenue
Long Beach, CA 90805
Telephone: (562) 256-2415
E-mail: BKim@animalcare.lacounty.gov

LeMaster K9 Coordinator

Name: _____
Title: _____
Address: _____

Telephone: _____
E-mail: _____