

**City of Norman  
Animal Welfare Oversight Committee**

**Norman Animal Welfare Center  
Multi-purpose Room  
3428 South Jenkins Ave.**

**Monday, April 8, 2019  
6:00 p.m.**

I. Call to Order..... Mark Howery / Rebecca Bean

II. Roll Call..... Mark Howery / Rebecca Bean

III. Discussion & Approval of the January Minutes ..... Mark Howery / Rebecca Bean  
Action needed: motion to approve or reject minutes  
Action Taken: \_\_\_\_\_

IV. Monthly Statistics and Division Updates ..... Mark Bechtel  
Action needed: Acknowledge Presentation

V. Previous Business Updates ..... Mark Bechtel  
- Status of the Owner-Surrender Waiting List  
- Staffing Update – New Hires in Recent Months  
Action Needed: Acknowledge Presentation

VI. 2017/2018 Biennial Report Update ..... Mark Howery  
Action Needed: Review and Discuss

VII. Updates on Recent Animal Welfare Events ..... All

VIII. Action on May 2019 Meeting .....Mark Howery  
Action Needed: Vote  
Action Taken: \_\_\_\_\_

IX. Call for Agenda Items for Next Meeting ..... Mark Howery / Rebecca Bean

X. Miscellaneous Comments..... Mark Howery / Rebecca Bean

XI. Adjournment.....Mark Howery / Rebecca Bean  
Action needed: Motion to adjourn meeting  
Action Taken: \_\_\_\_\_

# Animal Welfare Oversight Committee

March 11th

The Norman Animal Welfare Oversight Committee of the City of Norman, Cleveland County, State of Oklahoma, met in the Multi-Purpose room on the 14th day of January, 2018, at 6:00PM. The notice and agenda of the meeting were posted at the Norman Animal Welfare Center on 3428 South Jenkins on the 10th of January, 2018. The meeting was also posted on the City of Norman website at [www.normanok.gov](http://www.normanok.gov).

## I. Call to Order

Co-chairperson Mark Howery called the meeting to order at 6:07 PM.

## II. Roll Call

MEMBERS PRESENT:

Co-chairperson Mark Howery

Co-Chairperson Rebecca Bean

Jennifer Kidney, Ph.D.

Kim Fairbanks

Kristy Wicker

ABSENT:

Councilman Kate Bierman

David Biles, D.V.M

Sandy Moore-Furneaux

OTHERS PRESENT:

Ashley Battiest, Norman Animal Welfare

Jeanne Snider, Asst. City Attorney

Major David Teuscher

Mark Bechtel, Animal Welfare Manager

Trey Amrein, Animal Welfare Supervisor

### **III. Discussion and Approval of the January Minutes**

Co-chairperson Mark Howery pointed out that in last month's minutes Jessica Beam had been discussing a dehumidifier, not a humidifier as written in the minutes.

A motion to approve the minutes with the minor correction was made by Jennifer Kidney. Kristy Wicker seconded. The motion passed.

### **IV. Monthly Statistics and Division Updates**

Mark Bechtel began by mentioning the length of stay number no longer includes foster days in the statistic. He spoke about the owner surrender wait list being around fifty animals in January and that number was around the same for February.

Mark Howery commented on the great return to owner numbers in January.

Rebecca Bean asked how information from previous owners is being relayed to new potential adopters. Mark Bechtel said that information is getting scanned in digitally and also is attached to paperwork.

Kim Fairbanks asked about clarification for owner surrenders that indicate that a dog is not good with children. Mark Bechtel said that is a conversation that is had when someone is surrendering their dog. The shelter does not adopt out dogs that are aggressive towards children or adults.

Rebecca Bean said it would be interesting to see if length of stay could be tracked for dogs euthanized at the shelter.

Mark Bechtel mentioned that OK Corral has helped the shelter out taking long term adoption side dogs out of the shelter into their foster program so that they can get out of the shelter environment.

## **V. Previous Business Updates**

Mark Bechtel said that stray hold viewing is up and running. They haven't had any glitches or problems with that so far. Also on the Norman PD website, there is a lost animal link to fill out a lost pet form that gives shelter staff all the information needed to report a lost pet.

Mark Bechtel said that there were about 40 active fosters, and about ten of those are new and haven't fostered for the shelter yet. The majority of those fosters are homes that are willing to foster kittens, and we could use some more dog fosters.

They do need to be a volunteer, so they have to fill out an application and attend a volunteer orientation. At that orientation, they fill out the foster paperwork.

Information on fostering can be found of the foster Facebook page.

There was a discussion about the difficulty in assigning volunteer hours to fostering time.

There was a discussion about all the supplies that are provided for fosters.

Rebecca Bean asked who is fielding calls about questions from fosters. Mark Bechtel said that we haven't gotten too many calls recently, and that responding is a difficulty with the shelter being in between veterinarians currently.

The foster training includes a one on one conversation that happens before someone takes an animal home to foster it.

Kim Fairbanks asked about a potential foster who hadn't been contacted yet. Mark Bechtel said he would follow up on her and see if she had already been through the volunteer training.

There was a discussion about training through online videos for basic tasks.

Mark Bechtel talked about the owner surrender list remaining at a steady number.

## **VI. Annual Shelter Statistics Table and 2017/18 Biennial Report FY 2019**

Co-chairperson Mark Howery asked about whether the summary statistics were for the fiscal year or calendar year. Mark Bechtel said that they were calendar year numbers.

Co-Chairperson Mark Howery said the return column being added into the statistics could be double counting animals that have been adopted out and come back.

Co-chairperson Mark Howery asked that the committee think about who wanted to volunteer to be responsible for the different sections of the biennial report.

## **VII. Mid-year Adjustment Requests and FY 2020 Budget Needs**

Major David Teuscher said he was unaware of any midyear adjustments for Norman Animal Welfare.

For the 2020 fiscal year, they are asking for a counselor position, that would start at a class A31 paygrade, two additional animal welfare technicians, and a raise for the vet tech position to a paygrade A31. Additionally, they are asking for a base budget adjustment for a spay/neuter increase. This would help the shelter vet in case she is sick, gone for training, or overwhelmed by shelter animals.

Major Teuscher said that Kim Schlittler with Best Friends of Pets has estimated an increase by \$5,000 in the low cost spay/neuter program.

There was a discussion about programs that would potentially ask for low cost spay/neuter funds in the future.

A motion to write a letter of support for the requested budgetary items was made by Jennifer Kidney. Kristy Wicker seconded. The motion passed.

#### VIII. **2019 Animal Welfare EXPO, March 30**

Kim Fairbanks spoke about the upcoming Animal Welfare Expo on March 30<sup>th</sup>. Norman Animal Welfare will bring dogs for free adoptions; there will be a volunteer recruitment booth, \$10 microchipping, and low cost vaccines. Hannah Shaw, the Kitten Lady, will be giving a workshop on the care of neonatal kittens.

The Expo will be 9AM-2 PM at the Cleveland County Fairgrounds, and the shelter will be closed that day.

#### IX. **Call for Agenda Items for Next Meeting**

There will be a follow up on the biennial report.

There will be discussion about possibly canceling May's meeting.

#### X. **Miscellaneous Comments**

Jeanne Snider will present the animal ordinance packet with five animal ordinance items that will be voted on separately. Probably the April 9<sup>th</sup> meeting will be the first reading, and April 23<sup>rd</sup> would be the second reading and would have public comments.

Jessica Beam stated that St. Francis Animal Center has received their 501-C3.

Ellen Shaw discussed some of her concerns with the proposed cat ordinance changes. She also had a question about the appropriate time to ask questions or make comments during the Oversight Committee meetings and said she thought the meetings should be more formal.

## XI. Adjournment

A motion to adjourn the meeting was made by Kristy Wicker at approximately 7:40PM. Jennifer Kidney seconded, and the motion passed.

X Mark D Howery

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April 8<sup>th</sup>, 2019

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April 8<sup>th</sup>, 2019



# Norman Animal Welfare Monthly Statistical Report

## March 2019



### IN SHELTER ANIMAL COUNTS

	2018			2019			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Beginning	87	39	126	83	62	145	19	15%
Ending	71	52	123	53	60	113	(10)	-8%

### ANIMAL INTAKES

	2018			2019			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Stray at Large	119	43	162	114	66	180	18	11%
Owner Relinquish	51	38	89	17	14	31	(58)	-65%
Owner Intended Euth	3	0	3	4	0	4	1	33%
Transfer In	0	0	0	0	1	1	1	#DIV/0!
Other Intakes*	0	0	0	3	0	3	3	#DIV/0!
Returned Animal			0	17	4	21	21	#DIV/0!
<b>TOTAL LIVE INTAKES</b>	<b>173</b>	<b>81</b>	<b>254</b>	<b>155</b>	<b>85</b>	<b>240</b>	<b>(14)</b>	<b>-6%</b>

\*Confiscate, Protective Custody, Born in Shelter, and all other infrequent entries

### OTHER STATISTICS

	2018		2019		Comparisons	
	Total	Total	Total	Total	Difference	Percent
Wildlife Collected (DOA)	8	8	26	26	18	225%
Dog Collected (DOA)	5	5	1	1	(4)	-80%
Cat Collected (DOA)	6	6	5	5	(1)	-17%
Wildlife Transferred	9	9	4	4	(5)	-56%
Intake Horses	0	0	0	0	0	#DIV/0!
Intake Cows	0	0	0	0	0	#DIV/0!
Intake Goats	0	0	0	0	0	#DIV/0!
Intake Sheep	0	0	0	0	0	#DIV/0!
Intake Rabbits	0	0	0	0	0	#DIV/0!
Intake Pigs	1	1	0	0	(1)	-100%
Intake Other	1	1	2	2	1	100%
<b>TOTAL OTHER ITEMS</b>	<b>30</b>	<b>30</b>	<b>38</b>	<b>38</b>	<b>8</b>	<b>27%</b>

### LENGTH OF STAY (DAYS)

	2018	2019
Dog	12.1	8.9
Puppy	9.1	9.9
Cat	12.9	10.9
Kitten	7.3	7.2

### OWNER SURRENDER PENDING INTAKE

	Canine	Feline	Other	Total
Animals	60	7	0	67

# Norman Animal Welfare Monthly Statistical Report

## March 2019



### LIVE ANIMAL OUTCOMES

	2018			2019			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Adoption	119	47	166	106	55	161	(5)	-3%
Return To Owner	43	5	48	47	4	51	3	6%
Transferred Out	9	10	19	12	11	23	4	21%
Returned to Field	0	0	0	0	0	0	0	#DIV/0!
Other Outcome	0	0	0	0	0	0	0	#DIV/0!
<b>TOTAL LIVE OUTCOMES</b>	<b>171</b>	<b>62</b>	<b>233</b>	<b>165</b>	<b>70</b>	<b>235</b>	<b>2</b>	<b>1%</b>

### OTHER ANIMAL OUTCOMES

	2018			2019			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Died in Care	0	0	0	0	1	1	1	#DIV/0!
Lost in Care	0	0	0	0	0	0	0	#DIV/0!
Shelter Euth	12	6	18	16	5	21	3	17%
Owner Intended Euth	3	0	3	3	0	3	0	0%
<b>TOTAL OTHER OUTCOMES</b>	<b>15</b>	<b>6</b>	<b>21</b>	<b>19</b>	<b>6</b>	<b>25</b>	<b>4</b>	<b>19%</b>

### TOTAL OUTCOMES

	2018			2019			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Total Live Outcomes	171	62	233	165	70	235	2	1%
Total Other Outcomes	15	6	21	19	6	25	4	19%
<b>TOTAL OUTCOMES</b>	<b>186</b>	<b>68</b>	<b>254</b>	<b>184</b>	<b>76</b>	<b>260</b>	<b>6</b>	<b>2%</b>

### SHELTER EUTHANASIA DATA

	Canine	Feline	Other	Total	Percentage
	Medical - Sick	5	2	0	7
Medical - Injured	1	3	0	4	17%
Behavior - Aggressive	13	0	0	13	54%
Behavior - Other	0	0	0	0	0%
<b>TOTAL EUTHANASIA</b>	<b>19</b>	<b>5</b>	<b>0</b>	<b>24</b>	

### MONTHLY LIVE RELEASE RATE

2018	2019
<b>92.8%</b>	<b>91.4%</b>

*Live Outcomes / (Total Outcomes - Owner Int Euth)*



# Monthly Service By Assignment

January 2019 to March 2019  
Norman Animal Welfare Volunteers (ALL)

Place	Assignment	Jan 2019 Hours	Feb 2019 Hours	Mar 2019 Hours	Total Hours
Norman Animal Welfare Center	Groomer	0:00	0:00	0:00	0:00
	NAWC-Bather / Groomer	0:00	0:00	5:37	5:37
	NAWC-Beautification Volunteer	0:00	0:00	0:00	0:00
	NAWC-Cat Socializer	42:13	58:19	47:46	148:18
	NAWC-Community Outreach Volunteer	0:00	0:00	13:30	13:30
	NAWC-Dog Handler	105:25	115:39	124:02	345:06
	NAWC-Foster Program	0:00	0:00	0:00	0:00
	NAWC-Laundry	0:00	0:00	2:10	2:10
	NAWC-Lobby Greeter	52:55	39:30	48:35	141:00
	NAWC-Orientation	14:00	14:00	9:00	37:00
	NAWC-Photographer	0:00	0:00	0:00	0:00
	Other Volunteer Services	0:00	0:00	0:00	0:00
	Veterinarian Assistant Tech	16:50	15:00	37:00	68:50
	Total		231:23	242:28	287:40
<b>Grand total</b>		<b>231:23</b>	<b>242:28</b>	<b>287:40</b>	<b>761:31</b>