

## **NORMAN ANIMAL SHELTER OVERSIGHT BOARD**

**January 24, 2011**

The Norman Animal Shelter Oversight Board of the City of Norman, Cleveland County, State of Oklahoma, met in the Multi-Purpose Room on the 24th day of January, 2011 at 5:30 p.m. The notice and agenda of the meeting were posted in the Municipal Building at 201 West Gray Street on the 20th day of January, 2011. The meeting was also posted on the City of Norman website.

### **I. CALL TO ORDER.**

Chairperson Mark Howery called the meeting to order at approximately 5:40 p.m.

### **II. ROLL CALL.**

PRESENT: Board Members – Chairperson Mark Howery, Joe Carter D.V.M., Ms Sandra Rose, Council member Carol Dillingham and Ms. Michelle Carey

ABSENT: Vice-Chairperson Jennifer Golden

OTHERS PRESENT: Ms. Shelley Raney, Norman Police Department  
Major Jim Maisano, Norman Police Department  
Major JD Younger, Norman Police Department  
Mr. John Bowman, Animal Welfare Supervisor  
Assistant City Attorney Jeannie Snider, City of Norman Legal Department  
Ms. Kim Fairbanks, Citizen  
Mr. Glenn Lane, Citizen  
Ms. Roswitha Allin, Citizen  
Ms. Jennie Mook, Citizen

### **III. APPROVAL OF THE NOVEMBER 1, 2010 MINUTES.**

A motion to approve the minutes was made by Ms. Sandra Rose and seconded by Council member Carol Dillingham. The motion was carried.

#### **IV. MONTHLY STATISTICS FOR NOVEMBER AND DECEMBER 2010.**

Mr. John Bowman Animal Welfare Supervisor discussed the November and December 2010 monthly statistics with the committee. The statistics show that December was a slow month for off-site adoptions however; January the off-site adoptions were improved.

#### **V. OLD BUSINESS.**

The committee discussed the Chameleon software which was requested in the budget for this year. Mr. Bowman explained that the software had been approved but it was on a list of projects to be completed. This software will allow for on-line pet licensing, the ability to, at a later date, add kiosk that can be placed in different locations so that animals can be licensed at any time.

#### **VI. MISCELLANEOUS DISCUSSION.**

Major JD Younger discussed a power point presentation with the committee regarding the Animal Welfare Center Educational Presentation. A motion to approve the Animal Welfare Center Educational Presentation was made by Dr. Joe Carter, D.V.M. and seconded by Ms. Sandra Rose. All in favor and motion carried.

Chairperson Mark Howery tabled the City Council Draft Report due to the fact that the committee member that was going to present it was ill and could not make it to the meeting. This item will be added to the agenda for the next meeting.

Chairperson Mark Howery and Ms. Shelley Raney discussed the City of Norman policies for boards and committees with the committee. The committee was reminded of the attendance rules and the rules on following the agenda items.

Mr. Bowman attended training and has set up a webinar in regards to Shelter Standards: A Tool to Prevent Suffering for the Animal Welfare employees and Animal Oversight Committee members to attend on Thursday, January 27, 2011 at 2:00 p.m. at the Moore-Norman Vo-Tech. This will be the first of a series of webinars hosted regarding this subject. Mr. Bowman provided a booklet on the training and informed the members if they could not attend they could read about the standards.

Norman Animal Welfare Oversight Committee  
January 24, 2011  
Page 3

**VII. ADJOURNMENT.**

A motion to adjourn the meeting was made by Ms. Rose at 7:25 p.m. The motion was seconded by Dr. Carter. All in favor and the motion was carried.

ATTEST:

  
\_\_\_\_\_  
Mark Howery, Chairperson