

## **NORMAN ANIMAL WELFARE CENTER OVSIGHT COMMITTEE**

**October 24, 2011**

The Norman Animal Welfare Center Oversight Committee of the City of Norman, Cleveland County, State of Oklahoma, met at the Norman Police Department Training Facility on the 24th day of October, 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 October, 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, Vice-Chairperson Jennifer Golden, Ms. Sandra Rose, Ms. Jayne Crumpley, Joe Carter, D.V.M, Ginger Noble, D.V.M., and Ms. Michelle Carey

ABSENT: Council member Roger Gallagher  
Council member Carol Dillingham

OTHERS PRESENT: Ms. Shelley Raney, Norman Police Department  
Major JD Younger, Norman Police Department  
Ms. Jeanne Snider, City of Norman Legal Division  
Mr. John Bowman, Animal Welfare Supervisor  
Ms. Kim Fairbanks, Citizen

### **III. APPROVAL OF THE SEPTEMBER 29, 2011 MINUTES.**

A motion to approve the minutes was made by Ms. Michelle Carey and seconded by Ms. Jayne Crumpley. The motion was carried.

#### **IV. MONTHLY STATISTICS FOR JULY AND AUGUST 2011.**

Mr. John Bowman discussed the statistics from the Norman Animal Welfare Center. Due to the center being full there were more dogs euthanized in September than usual. All of the year 2011 pet licenses have been sold. In November they would have begun selling 2012 licenses, so they just started selling them early. This year they will not sell a license unless the owner has proof of spay and neuter and rabies vaccination. This will apply to both dogs and cats by both City of Norman ordinance and Oklahoma State Statute. There are no exceptions for vaccinations in either of those two documents. John Bowman said they are looking into the option of having a one year and a three year license to fit with the rabies vaccination.

#### **V. DISCUSSION OF BOND.**

Chairperson Howery explained that the committee could not take any action on the election however, as an individual a member can do so. Assuming the bond passes, some committee members have received suggestions on changes to the plans that Tevis has drawn up. Ginger Noble, D.V.M. discussed that, in dealing with those interested in the new shelter and pet owners, she thinks it would be a great idea to compile a list of their ideas.

Major JD Younger explained to the committee about getting a Request for Qualification (RFQ). The RFQ would state the maximum fee that can be spent on the project and it would help with narrowing down the number of companies who have placed bids on the project.

Chairperson Howery explained to the committee that if the bond election passed it would be the committee's role to help get information from the public to the City of Norman. Ms. Jayne Crumpley asked if, as an "oversight committee", they were expected to see what progress was being made and monitor where they were on the project, like other oversight boards. Maj. Younger clarified that those particular boards that have that function were formed for that reason, and this committee was not formed for that reason, but would be expected to give a large amount of input.

#### **VI. DISCUSSION OF MEETING DATES FOR 2012.**

The committee would like to meet on Monday, November 28, 2011 at 5:30 p.m. If the bond election doesn't pass this meeting will be canceled. Chairperson Howery proposed that the committee set four quarterly meetings. The committee can choose to add more meetings however; it will depend on room availability. The committee chose January 23, April 23, July 23 and October 22, 2012 for their meetings dates.

**VII. MISCELLANEOUS DISCUSSION.**

Committee members discussed the Howl'oween event happening at the Norman Animal Welfare Center on Saturday, October 29, 2011. This event will be available to everyone and you don't need to be a City of Norman resident to receive the services.

Major Younger told the committee that the Animal Welfare Center received 2500 calls from August to October 2011 and these calls aren't quick answer calls most take some time to answer. Ms. Crumpley inquired about volunteers being able to answer the phones and was informed that volunteers have been very inconsistent. Major Younger would like to have a structured program for the volunteers at the Animal Welfare Center so that people enjoy coming down and volunteering. There will need to be some training time to get volunteers prepared since there are so many different questions asked.

**VIII. TOUR OF ANIMAL WELFARE CENTER.**

Chairperson Howery, Ms. Michelle Carey, Dr. Ginger Noble, D.V.M., Dr. Joe Carter, D.V.M., Ms. Shelley Raney and Ms. Kim Fairbanks attended a tour of the Animal Welfare Center.

**IX. ADJOURNMENT.**

A motion to adjourn the meeting was made by Joe Carter, D.V.M. at 7:30 p.m. The motion was seconded by Ms. Michelle Carey. The motion was carried.

ATTEST:

  
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Mark Howery, Chairperson