

NORMAN ANIMAL WELFARE CENTER OVERSIGHT COMMITTEE
July 28, 2014

The Norman Animal Welfare Center Oversight Committee of the City of Norman, Cleveland County, State of Oklahoma, met in the Multi-Purpose room on the 28th day of July, 2014 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 24th of July, 2014. The meeting was also posted on the City of Norman website.

I. CALL TO ORDER.

Co-Chairperson Mark Howery called the meeting to order at approximately 5:39 p.m.

Explained how the committee works and public comments will be heard at the end of meeting and held to three minutes per citizen. Co-Chairperson Jennifer Golden advised the public they can come up to speak their concern however it is not an interactive session.

II. ROLL CALL.

BOARD MEMBERS PRESENT:

Co-Chairperson Mark Howery
Co-Chairperson Jennifer Golden
Jayne Crumpley
Ginger Noble, D.V.M.
Jennifer Kidney PhD .
Joe Carter D.V.M
Michelle Carey
Stephen Holman, Councilman

OTHERS PRESENT:

Lynne Miller, Councilwoman
Robert Castleberry, Councilman
Jeanne Snider, Assistant City Attorney
Rick Knighton, Assistant City Attorney
Keith Humphrey, Chief of Police
John Bowman, Animal Welfare Supervisor
Kim Fairbanks, Citizen (Hands Helping Paws)
Sara Doherty, Norman Police Department
Darci Poe, Norman Animal Welfare

NORMAN ANIMAL WELFARE CENTER OVERSIGHT COMMITTEE
July 28, 2014

III. APPROVAL OF THE April 27, 2014 MINUTES

Amendment made to make SOP plural, SOP's. On the last page to correct the spelling of Jenifer to Jennifer.

A motion to accept the minutes with the amendment was made by Jayne Crumpley and seconded by Michelle Carey. The motion was carried.

IV. ANIMAL WELFARE MONTHLY STATISTICS

John Bowman provided reports that help track the intake of animals in to the animal shelter. These reports showed an increase in enforcement of municipal ordinances, related to city pet license and vaccination violations. This increase is due to having Animal Welfare Officers informing the public and being proactive with the public on how they get their pet license as well as renew them. The citation can be up to \$750.00 however if vaccination is received, proof from vet is brought to court along with the city pet license the fine is dismissed. City pet license can be up to \$16.00 per pet.

John Bowman also supplied a Kennel Statistics Report, which is another report that displays the intake and release of animals. John Bowman also pointed out on reports that euthanasia is down by 43% compared to last year. Co-Chairperson Jennifer Golden asked if the capacity if phase one of construction will increase capacity. John Bowman explained that it will, explained how the kennels will be able to transfer the between inside/outside as well as the 18 cat condos and four cat rooms.

Jennifer Kidney asked to define "wildlife". John Bowman explained that wildlife would be rabbits, chickens, ducks, rats, guinea pigs, opossum, raccoons. Most come in as road kill. The shelter takes wildlife that is injured or hurt to Wildcare and Wildcare has an agreement with Norman Animal Welfare to dispose of their dead animals.

V. CONSTRUCTION UPDATE

John Bowman provided pictures of construction update in the email packet for the meeting. If you did not get copies of the picture you can leave your email with us and we will email you the pictures. John Bowman went through each picture explaining what each shows. John Bowman reported that the parking lot is finished however it will 28 days before anyone can drive on it. The cat porch has not been poured just yet. John Bowman explained how the stray and adoptable pets will be separated at intake which will cut down on cross contamination. A purchase order was just approved for cat equipment made with special disenfectable fabric. To be up to American shelter standards the food/drink will be separated from the litter boxes. John Bowman also explained the ventilation and drainage system of the shelter, how that is beneficial to animals, public and staff as well

NORMAN ANIMAL WELFARE CENTER OVERSIGHT COMMITTEE

July 28, 2014

as reducing the urine smells. At some point the sidewalk between the office and kennel will be pulled up so the office will be shut down until it is safe to walk in that area. During that time the temporary office will be the cat room. We hope to have a phone line dropped to the cat room for use. If not we will be using a cell phone. Phase one should be complete mid-October. Michelle Carey said she recently took a tour of the shelter and encourages everyone to do so. John Bowman agreed and invited all too please come to tour the facility. Co-Chairperson Jennifer Golden suggest to add more signage to direct people on how to get into the shelter while construction is going on and asked when will the office be shut down. John Bowman said at this time we don't have an answer as we are waiting on the plumber and contractor to decide. Weather is also another issue the contractors are facing and causing delays. It was mentioned the social media pictures need to be updated as far as pictures of construction. Chief Humphrey said that will be looked into.

VI. UPDATE ON PHOTO RELEASE

Rick Knighton provided information on updated photo release for volunteers. There is a volunteer SOP to talk about coming up with volunteer service rules. Rick Knighton said as a volunteer your tasks at the shelter would be to clean cages or walk animals. When volunteers take photos of the animals while volunteering those photos become property of animal welfare. Citizens are allowed to take photos in the public areas. Right now all the stray hold dogs and adoptable dogs are in the same area due to the construction however when the construction is done they will be separated which means the adoptable dogs will be in the public area, the stray animals will not. That will help with some of the issues. An instance was discussed on a picture of a kennel card with personal information was posted on social media then that person was harassed. In another instance a contact phone number on a tag was called. Unfortunately the owner had passed away. The animal welfare staff was aware of the situation. It is not the responsibility of the volunteers to contact citizens on their own. Volunteers need to follow the supervision of the staff. Chief Humphrey explained this is new to everyone and we need to start somewhere. Chief Humphrey said it is important to have protocols in place so everyone has the same rules to follow.

VII. MISCELLANEOUS

Councilman Castleberry asked what the timeline was for the construction phases. John Bowman said the construction started in October 2013. There was a 60 day extension. Phase one should be completed by mid-October, phase two should take 11-12 months. There have been approximately 37-40 rain delays and expect another week in delays due to the upcoming rain. Jayne Crumpley asked if there were new staff added. John Bowman said yes, Ashley a part time kennel attendant is now a full time kennel attendant. Jayne Crumpley

NORMAN ANIMAL WELFARE CENTER OVERSIGHT COMMITTEE

July 28, 2014

also asked if other shelters have volunteer coordinators set in place. To our knowledge at this time

Oklahoma City does as well as Edmond. Chief Humphrey explained we are working on the volunteer program and it should be in place soon. Councilman Stephen Holman asked how many other city animal welfare centers are under the city Police Department. Chief Humphrey said that Midwest City is. Chief Humphrey also said the with the new building some of these issues will correct themselves and it will be more efficient for the animals and staff. It is possible that more staff will be needed but will know more once we are moved into the new building. Dr. Carter asked if there is an emergency fund for after hours. John Bowman said there is no emergency fund at this time for after hours. If injured animals are found in the field and are injured to the point of not being treatable then they should be euthanized in the field. If the animal is brought in staff will take it to a vet as soon as possible and treated.

Councilman Castleberry asked if there was a request for the emergency vet fund for the budget. John Bowman answered there was not. Councilman Castlebury stressed the need for the request for the budget and for the public to attend the budget meetings and to advocate for it. Michelle Carey asked if we will be or are open on Saturdays. John Bowman explained that during construction we have been open on Saturdays for volunteers, 11am-4pm. For the public we were open for appointments only. However if there is a short staff issue we will be closed. Michelle Carey asked if we are still having off-site adoptions. John Bowman answered that we are as long as we have adoptable animals to take. The problem sometimes is when those adoptable animals are spayed/surgery on Tuesdays sometimes those animals get adopted before the weekend there fore we don't have animals that are adoptable to take to the off-site adoption sites.

Roger Gallagher said the mayor at the time did not support the idea of the emergency vet fund. He has taken his pets to the vet for emergency visits and it was approximately \$1100.00 for two visits. He thought it might take \$100,000 per year to cover the cost for the shelter to have an emergency vet fund.

Jeff Bloomgarden wants to walk dogs and take pictures to network the animal on his personal social media page however if he reads the new photo release correctly then the picture could lead him to be taken off as a volunteer and penalized. He said every metro shelter is open 6 days a week and wants Norman up to date because Saturdays are more social for the animals.

Bonnie Boone lives in Shawnee and unfortunately because of that she can't be on the committee. She has worked with the shelter for 13 years. She said the new shelter will need more employees. She said we need to work on getting the euthanasia down and adoptable rates up. She said she did not believe animal welfare doesn't need to be under the Police Department. Bonnie Boone said the shelter needs to change the bordatella vaccine.

Co-Chairperson Jennifer Golden recognized Dr. Boone's contribution and reminded all that each person has 3 minutes each to speak.

NORMAN ANIMAL WELFARE CENTER OVERSIGHT COMMITTEE

July 28, 2014

Cameron Brewer said there is a need for adding employees and it is hard to believe that it can't be figured out what staff will be needed for the new building so it can be requested by next budget meeting so when the new building is finished there will be a budget for the new staff needed.

Mary Katherine Long started the committee 9 years ago with Mark Howery to talk about issues and is happy to see that the committee has risen out of those issues. She said it was hard to see the animal welfare employees attacked when they have saved so many animals as well as the volunteer to employee tension. She encouraged people to keep an open mind and be gentle. She can't wait for the new building to be done and to build on things done right, put aside petty disputes.

Charlotte Beattie loves animals and angry about the photo ban. She said that is the least people can do. She said pictures are needed for updating on social media, Facebook. She suggested closing on a weekday to be open on Saturday. She said we need to create a good distinction between volunteer and citizens.

Edith Baker lives in Norman, has three kids and three rescue dogs. All her dogs have come from Oklahoma City shelter because the Norman shelter is closed on Saturdays. She wants to see the adoptable dogs on Facebook.

Vicki White said she would like to see the shelter open on Saturdays and thought there was a vet at the shelter. She asked what standards do the shelter vets go by?

Roger Gallagher said there are 120 Citizen Police Academy graduates that volunteer that could help open on Saturdays.

Dr. Carter said he was excited to see so many people at the meeting. They have tried to get the public to come to the meeting for some time.

Lindsey Russell voiced that the shelter will be will be open within a year and we need co-operation between the volunteers and staff. The staff is great however we need to find a way to bridge the gap. We need a plan of action instead of talking.

Co-Chairperson Jennifer Golden said we are currently working on procedures and SOP's that are in our strategic plan. Co-Chairperson Jennifer Golden suggested meeting monthly instead of quarterly.

Dr. Carter said there needs to be a dedicated revenue stream for the shelter. Solutions are easy, paying for them is hard.

Darcey Woodson, FAN member said there were two rumors. One that FAN was saying bad things about the animal welfare staff. The second that a FAN member took personal information off of a rabies tag. If anyone did this it needs to be brought to their attention. She asked how a FAN member could be on the committee.

NORMAN ANIMAL WELFARE CENTER OVERSIGHT COMMITTEE
July 28, 2014

Councilman Stephen Holman explained how a person may become a part of the committee.

Vicki White has written SOP's. She suggested using national practices criteria. It is important to get these new guidelines as soon as we can.

Rebecca Bean thanked everyone for coming. Rebecca said the culture at Norman Animal Welfare is not in favor of volunteers. She said there needs to be a strategic plan in place. Shelters have changed from the police department to other departments. Rebecca also the budget is another thing that needs to be discussed. She also said there has been too little done too late, want to see a change now.

Councilman Castleberry explained the PSST budget in that there are specific things it pays for, after those are paid then those funds could be used for the shelter after 10 years..

Jenni Shepard said there should be a vet in the new building. She said Facebook needs to be updated and said maybe a volunteer could run the Facebook page.

Rebecca Bean said she had come to the shelter and only saw one dog that was adoptable to take home that day. Need to get the shelter up to metro standards.

Terri Russell moved to Norman in 1994, there were a lot of bad things then, now it is much better. She only now heard of FAN. She encourages people to get involved.

Ann Gallagher voiced her support for the Police Department.

Jeff Bloomgarden said the police department has certain jobs they perform but are not animal oriented. He stressed not wrong just different point of views, which is more likely to create a humane environment for the animals.

Bonnie Boone said the shelter only provides 10 animals per week at \$35.00 each for spay or neutering. At one time she worked with OKOSU with students at the shelter; however OKOSU changed policy to students not being able to come to shelters. Bonnie also would like to see new vaccines put on the next agenda.

VIII. ADJOURNMENT

A motion to adjourn the meeting was made by Michelle Carey at 8:20p.m. The motion was seconded by Jennifer Kidney, the motion was carried.

ATTEST:

Mark Howery Co-Chairperson

NORMAN ANIMAL WELFARE CENTER OVERSIGHT COMMITTEE
July 28, 2014