

**City of Norman
Animal Shelter Oversight Board**

**Municipal Building
Multi-Purpose Room
201 West Gray**

**Monday, March 28, 2016
6:00 p.m.**

- I. Call to Order.....Chairperson Mark Howery
- II. Roll Call.....Chairperson Mark Howery
- III. Discussion & Approval of the February Minutes.Chairperson Mark Howery
Action needed: motion to approve or reject minutes
Action Taken: Jennifer Kidney made a motion to approve the minutes as is. Jayne Crumpley seconded. The motion was carried.
- IV. Presentation by Dr. Otto, Volunteer Recognition Award..... Chairperson Mark Howery
Action needed: Acknowledge Presentation
- V. Monthly Statistics AWS John Bowman
Action needed: Acknowledge Presentation
- VI. Discussion of On-Line system for Pet License Sales.....Dr. Carter
Action Needed: Acknowledge Presentation
- VII. Construction Update..... AWS John Bowman
Action Needed: Acknowledge Presentation
- VIII. Review of Current Strategic Plan, Hiring priorities,
and Emergency Response Budget..... Dr. Carter
Action Needed: Acknowledge Presentation
- IX. Review and Approval of Committee Biennial Report..... Chairperson Mark Howery
Action Needed: motion to approve or reject report
Action Taken: Jayne Crumpley made a motion to approve the Biennial report as amended. Dr. Ginger Noble seconded. All agreed, motion was carried.
- X. Miscellaneous Comments.....Chairperson Mark Howery
- XI. Adjournment.....Chairperson Mark Howery
Action needed: Motion to adjourn meeting
Action Taken: Jennifer Kidney made a motion to adjourn the meeting. Jayce Crumpley seconded. The motion was carried.

NORMAN ANIMAL WELFARE CENTER OVERSIGHT COMMITTEE
March 28, 2016

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 March, 2016 at 6:00 p.m. The notice and agenda of the meeting were posted in the Municipal Building at 201 West Gray Street on the 24th of March, 2016. 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 6:08 p.m.

II. ROLL CALL.

BOARD MEMBERS PRESENT:

Chairperson Mark Howery
Jayne Crumpley
Jennifer Kidney PhD
Kathryn Schwartz Bierman
Rebecca Bean
Dr. Ginger Noble, D.V.M.

ABSENT: Councilman Stephen Tyler Holman
Dr. Joe Carter, D. V. M.

OTHER PRESENT:

Rick Knighton, Assistant City Attorney
Captain Lance Arnold
John Bowman, Animal Welfare Supervisor
Darci Poe, Norman Animal Welfare
Dr. John Otto

III. APPROVAL OF THE AUGUST 24, 2015 MINUTES

A motion to accept the minutes as is was made by Jennifer Kidney and seconded by Jayne Crumpley. The motion was carried.

IV. PRESENTATION BY DR. OTTO, VOLUNTEER RECOGNITION AWARD

Dr. John Otto introduced himself. He said he has been thinking the last couple of years about how to recognize the volunteers that give so much time and service to the shelter. He said a friend of ours passed away unexpectedly and was a tremendous volunteer with Norman Animal Welfare and a good genuine person. He said in thinking of this award he would like for everyone to keep her dedication in mind. He said the award could be a humanitarian award; he proposed calling it the Norman Animal Welfare Humanitarian Award and he proposes to have a plaque for the award saying, “ This award has been created to honor the life of Erica Loftis who dedicated her life to saving stray animals and to those who exemplify these generous qualities.” He said possibly having a “wall of fame” at Norman Animal Welfare Center with a picture of the person and their name each year who won the award. He said it is important for us to recognize our volunteers and the work they do. He said as far as naming it, that would be up to the committee, but Mark Howery suggested that the idea of calling it a humanitarian award was a good idea. Dr. Otto suggested that we set up criteria for the people who could be nominated for the award each year. He also said the award should be at the Norman Animal Welfare Center, which would be the appropriate place for the award.

There was a brief discussion of possible costs, and Dr. Otto said he has talked to other vets who would donate money for the plaque.

Jennifer Kidney said that was a good way and idea to recognize our volunteers and that we probably already have a volunteer who would be eligible for this award. She said she would like to more about Erica Loftis.

Michelle Loftis, Erica’s mother, said that Erica had always been an animal person. She said Erica passed away from an unknown heart problem at 29 years old. She went on to tell more about her daughter’s life and passion for animals.

Rebecca Bean asked how the nominations would go. Dr. Otto answered that there would need to be some criteria set for the nominations. He said they should be published so the volunteer groups can see the criteria. He thinks that there should be a letter written for each person nominated showing they have met that criteria; the letters would be opened during the year and the person would be selected by the date chosen. Dr. Ginger Noble said the first criteria should be that the person nominated is involved at the Norman Animal Welfare Center.

There was a discussion on forming a work group of no more than two committee members and staff to draft the criteria for the award.

V. MONTHLY STATISTICS

John Bowman went over the monthly statistics. Kathryn Schwartz Bierman asked if there were 39 owner surrenders this month. John Bowman answered yes. John Bowman said you will see a huge spike in wildlife for March due to a training conference.

Chairperson Mark Howery asked if when the new building is completed, will we take in more animals due to the additional space. John Bowman answered that we will take all animals with the new ordinance change. Rebecca Bean asked how those will be planned out. John Bowman answered that will be case by case; we will have to look at the flow of animals. He said we may have to schedule with people to come back when the veterinarian is there. He said we will have to wait to have that conversation when we hire a veterinarian.

John Bowman said the volunteer hours do not reflect the community service hours.

VI. DISCUSSION OF ON-LINE SYSTEM FOR PET LICENSE SALES

Captain Lance Arnold said that Chameleon has the ability to do city pet licenses online for first time licenses, renewals, and donations. There is a \$10,000.00 set up fee, \$3,840.00 annual fee, and \$0.35 per transaction fee. Chameleon also offers a Vetimport system; however, you do not have to use both. Kathryn Schwartz Bierman said she is surprised at the cost. Rebecca Bean said what is attractive about this is the donation possibility. She would be interested to know what other cities are doing and what their intake is and the amount of money they are making. She also wondered if there was another option rather than Chameleon.

There was a discussion about the amount of donations and what would need to go to council for approval.

Captain Lance Arnold said Dr. Ginger Noble asked about possible third party systems besides Chameleon also. He said no doubt there are and we will look into those. He said we already have Chameleon and use it for city pet licenses currently; he said Chameleon would reduce the work load on staff since the information crosses over to our system. He said he did not find another system in widespread use, Chameleon has the market and \$10,000.00 is the going rate it seems for these programs.

There was a discussion about the goal of the city pet licenses since it started in 1989. Chairperson Mark Howery said we will visit this again when Dr. Joe Carter is here.

VII. CONSTRUCTION UPDATE

John Bowman said most of the kennels are in; we are waiting on parts from Mason kennels in the dog rooms. They are finishing the plumbing fixtures, the ceiling inspection is this week, the irrigation system is being installed this week, five trees are on order that will go along the roadway, and hopefully they will begin on the cat porch soon. He said all is going well and the moisture test is done for the vinyl flooring.

Jennifer Kidney asked when the grand opening is. Captain Lance Arnold said the ribbon cutting is scheduled for May 11th at 3pm according to the city manager's office. It is based on their schedule.

Chairperson Mark Howery asked if they have worked on the outdoor runs. John Bowman answered not yet.

VIII. REVIEW OF CURRENT STRATEGIC PLAN, HIRING PRIORITIES

Chairperson Mark Howery recommended tabling this topic until Dr. Joe Carter is here.

IX. REVIEW AND APPROVAL OF BIENNIAL REPORT

Chairperson Mark Howery said he will fix the typos that were noted. Kathryn Schwartz Bierman said to Mark she is not sure how they came to different numbers; she would like to get together later to go over those. Rebecca Bean said under their section, they show 45 cats and 88 dogs fostered, which should be foster to adopt. Chairperson Mark Howery said he will make those changes and pass them to Darci, then get it to the city clerk. Jennifer Kidney made a motion to approve the Biennial Report as amended. Dr. Ginger Noble seconded. All agreed. The motion carried.

Rebecca Bean said the No Kill resolution needs to go to the city clerk also. Kathryn Schwartz Bierman said we need to redo the cover letter.

Jennifer Kidney said this is not on the agenda and we have not looked at it. Chairperson Mark Howery said we can take this up at the next meeting.

X. MISCELLANEOUS

Darci Woodson spoke about online donations; she said Oklahoma City Animal Welfare has a great set up online for donations. She went to the library to print a screen shot (hand out included in posted minutes). She said it is great to think outside of the box rather than say no.

Emily Nichols said she appreciates everyone listening to the information for the Erica Loftis award; Erica did a lot of great work. Emily said Erica worked hard to help Norman Animals.

Dr. Otto said he appreciates everyone listening to the award proposal. He said it is a great thing to do, to recognize someone who did so much. He said it is important to recognize volunteers; that's what makes our community so strong. He said this would be a move forward for our shelter and community.

XI. ADJOURNMENT

A motion to adjourn the meeting was made by Jennifer Kidney at approximately 7:30p.m. The motion was seconded by Jayne Crumply, the motion was carried.

ATTEST:

Mark Howery Chairperson

Chairperson Mark Howery asked if they have worked on the outdoor runs. John Bowman answered not yet.

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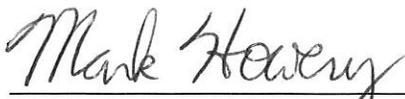
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ATTEST:



Mark Howery Chairperson

Volunteer Recognition Award

Dr. John Otto

**ANIMAL CENTER DIVISION
PRELIMINARY REPORT FORM
February 2016**

OPERATIONAL INFORMATION	FY2016		FY2015	
	This Month	Year to Date	This Month	Year to Date
DOGS:				
Number on hand from last month	42		50	
Number impounded this month	149	1328	101	1,002
Owner relinquish	24	85	8	82
In field pickup	0	1	1	14
Adoption returns	0	37	0	15
Disposal	1	20	1	13
Picked up dead	8	40	0	38
Number redeemed	37	213	23	224
Number adopted to public	73	521	48	314
Number turned to rescues	18	140	9	107
Number euthanized - Adoptable	0	0	0	19
Number euthanized - Non adoptable	0	49	6	87
Number died for unknown reason	1	13	1	7
Number fostered	18	346	12	199
Escaped	1	5	0	2
Total now on hand	34		51	
CATS:				
Number on hand from last month	25		18	
Number impounded this month	86	950	41	647
Owner relinquish	14	86	7	64
In field pickup	0	2	1	1
Adoption returns	0	9	0	0
Disposal	0	11	0	2
Picked up dead	6	57	6	69
Number redeemed	2	14	1	22
Number adopted to public	37	365	16	150
Number turned to rescues	11	58	12	148
Number euthanized - Adoptable	0	0	0	30
Number euthanized - Non adoptable	24	125	8	138
Number died for unknown reason	0	41	0	7
Number fostered	11	294	5	103
Escaped	0	1	0	1
Total now on hand	20		11	
MISCELLANEOUS:				
Domesticated Animals	2	16	4	15
Wildlife	19	458	29	537
TOTAL	21	474	33	552

NOTES:

SAFETY REPORT	FY2016		FY2015	
	This Month	Year to Date	This Month	Year to Date
Injuries on the Job	1	4	0	2
City Vehicle Damaged	0	1	0	1
Vehicle Accidents Reviewed	0	1	0	0
a. Employee Responsible	0	1	0	1
b. Employee Not Responsible	0	0	0	0

PET LICENSES ENFORCEMENT ACTION	FY2016		FY2015	
	This Month	Year to Date	This Month	Year to Date
January to December				
Total Licenses Sold (Annual)	360	1,328	1,079	1,954
Citations Issued (AWO)	19	830	0	603
Citations Issued (Private Citizen)	11	38	0	13
Warnings Issued	0	59	0	45

FINANCIAL INFORMATION	FY2016		FY2015	
	This Month	Year to Date	This Month	Year to Date
10-1531 Amount - dog redemption	\$4,080.00	\$8,691.00	\$725.00	\$8,258.00
10-1532 Amount-dog adoption	\$685.00	\$17,994.60	\$2,790.00	\$17,971.00
10-1531 Amount-cat redemption	\$15.00	\$240.00	\$0.00	\$550.00
10-1532 Amount-cat adoption	\$2,070.00	\$20,370.00	\$900.00	\$8,280.00
10-1531 Amount-misc. redemption	\$0.00	\$0.00	\$0.00	\$275.00
10-1532 Amount-Misc. adoption	\$20.00	\$140.00	\$0.00	\$170.00
10-1533 Miscellaneous	\$675.00	\$3,300.00	\$290.00	\$2,733.00
TOTAL	\$7,545.00	\$50,735.60	\$4,705.00	\$38,237.00
Donation 010-0000-227.24-31	\$227.00	\$2,899.00	\$36.00	\$64,599.76
Transfer from Donation account for Adoption Trailer		\$51,423.00		
Donation account balance		\$37,342.31		\$84,301.31

Liability payback (July to June) 2003 Adoption expansion	FY2016		FY2015	
	This Month	Year to Date	This Month	Year to Date
Payback Balance	-\$10,412.00		-\$8,693.50	
22-L432 Liability - pet licenses	\$1,957.50	\$16,086.50	\$4,620.00	\$18,644.50
TOTAL (New Balance)	-\$12,369.50		-\$13,313.50	

NOTES:

Replacement CPL \$1.50

SPAY / NEUTER PROCEDURES	FY2016		FY2015	
	This Month	Year to Date	This Month	Year to Date
Dogs	59	374	41	235
Cats	23	301	14	133
TOTAL	82	675	55	368

ANIMAL BITES July to June	FY2016		FY2015	
	This Month	Year to Date	This Month	Year to Date
Dogs	14	49	4	33
Cats	1	9	0	8
Other	0	0	0	0

SUMMARY

Dogs returned to the owner prior to coming to the shelter

1	City pet license
2	Rabies tag
2	Microchips
2	Personal ID tag
1	Knew animal do to prior contact
2	Neighbor told officer
2	Lost & Found slip at shelter
12	Total

Kennel Statistics Report Intakes from 02/01/16 to 02/29/16

	DOG	PUPPY	CAT	KITTEN	OTHER	WILDLIFE	TOTAL
TOTAL	115	34	77	9	2	63	300
CONFISCATED	4	0	0	0	0	0	4
POLICE	4	0	0	0	0	0	4
DISPO REQ	6	2	5	0	0	45	58
FIELD	6	2	5	0	0	15	28
OTC	0	0	0	0	0	30	30
FOSTER	18	13	13	6	0	0	50
FIELD	4	0	2	0	0	0	6
OTC	14	13	11	6	0	0	44
NEW BORN	0	2	0	0	0	0	2
OTC	0	2	0	0	0	0	2
OWNER SUF	18	6	12	2	1	0	39
OTC	18	6	12	2	1	0	39
RETURN	4	0	5	0	0	0	9
OTC	4	0	5	0	0	0	9
STRAY	65	11	42	1	1	0	120
FIELD	36	2	16	0	1	0	55
OTC	29	9	26	1	0	0	65
WILDLIFE	0	0	0	0	0	18	18
FIELD	0	0	0	0	0	15	15
OTC	0	0	0	0	0	3	3

Injured Rabbit

Rabbit

There was one dog and one cat that were Owner Surrenders that were not taken. The Cat was 9 years old and had a number of health issues. The dog was extremely aggressive.

Kennel Statistics Report

Outcomes from 02/01/16 to 02/29/16

	DOG	PUPPY	CAT	KITTEN	OTHER	WILDLIFE	TOTAL
TOTAL	123	34	81	10	2	64	314
ADOPTION	70	21	39	9	2	0	141
IN FOSTER	11	10	5	7	0	0	33
OUT EVENT	4	0	0	0	0	0	4
REFERRAL	0	0	0	0	1	0	1
RESCUE GRP	15	3	9	2	1	0	30
WALKIN	40	8	25	0	0	0	73
DIED	0	1	0	0	0	0	1
IN KENNEL	0	1	0	0	0	0	1
DISPOSAL	7	2	6	0	0	45	60
CREM-PRIV	1	0	0	0	0	30	31
CREM-SHELT	6	2	6	0	0	15	29
EUTH	0	0	23	1	0	0	24
AGGRESSIVE	0	0	1	0	0	0	1
BEH SEVERE	0	0	1	0	0	0	1
COND SEVER	0	0	1	0	0	0	1
FERAL	0	0	18	1	0	0	19
ILL SEVERE	0	0	1	0	0	0	1
INJ SEVERE	0	0	1	0	0	0	1
FOSTER	9	9	11	0	0	0	29
BEH MANAGE	0	0	1	0	0	0	1
SPACE	9	9	9	0	0	0	27
UNDRAGE/WT	0	0	1	0	0	0	1
MISSING	1	0	0	0	0	0	1
ESCAPED	1	0	0	0	0	0	1
RTO	36	1	2	0	0	0	39
MICROCHIP	5	0	0	0	0	0	5
PHONE	10	0	0	0	0	0	10
TAG ID	4	0	0	0	0	0	4
TAG LIC	1	0	0	0	0	0	1

Rabbits

Returned at end of month

	DOG	PUPPY	CAT	KITTEN	OTHER	WILDLIFE	TOTAL
WALKIN	15	1	2	0	0	0	18
WEB	1	0	0	0	0	0	1
TRANSFER	0	0	0	0	0	19	19
WILDCARE	0	0	0	0	0	19	19

	TRANSFER
Wildcare Wildcare	19
Total	19

Kennel Statistics Report
Animals On Hand on 02/29/16

	DOG	PUPPY	CAT	Total
Total	31	3	20	54
CLEVELAND CNTY	1	0	0	1
NORMAN	30	3	18	51
OKLAHOMA CITY	0	0	2	2

Spay/Neuter Activity Between 2/1/2016 and 2/29/2016

	Neuter	Spay	Total
CAT	12	5	17

A021818	A022212	A022060	A022268	A022263
A022311	A022164	A022509	A022443	A022444
A022445	A022468	A022569	A022597	A022578
A022579	A022524			

	Neuter	Spay	Total
DOG	22	19	41

A022332	A022232	A021153	A021266	A022110
A022138	A022184	A022262	A021135	A021384
A021834	A021903	A022131	A022281	A022295
A022401	A022451	A021130	A021398	A021434
A022028	A022091	A022329	A022346	A022421
A022424	A022454	A022457	A022474	A022477
A022495	A022523	A021240	A022447	A022333
A020100	A022297	A022584	A022278	A022531
A022557				

	Neuter	Spay	Total
KITTEN	5	1	6

A021202	A021625	A021786	A021707	A021203
A021662				

	Neuter	Spay	Total
PUPPY	5	13	18

A022334	A021845	A021950	A022210	A021909
A021946	A021947	A022413	A022414	A022480
A022481	A022501	A022300	A022615	A022641
A022558	A022665	A022643		



Monthly Service By Assignment

January 2015 to February 2016

Animal Welfare Volunteers

Place	Assignment	Jan-15	Feb-15	Mar-15	Apr-15	May-15	Jun-15	Jul-15	Aug-15	Sep-15	Oct-15	Nov-15	Dec-15	Jan-16	Feb-16	Total Hours
Norman Animal Welfare Center	Groomer	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	NAWC-Bather / Groomer	0	0	0	0	0	0	0	0	0	6.5	0	0	0	0	6.5
	NAWC-Beautification Volunteer	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	NAWC-Cat Socializer	0	0	0	1	1	3.25	6.5	16.67	23.5	10.25	18.45	34.47	38.4	66.43	219.92
	NAWC-Community Outreach Volunteer	2.5	5.75	0	2	11	22.5	2	7	3	5	4	8	3.83	17.5	94.08
	NAWC-Dog Handler	8.42	7.5	3.83	5	2	9.5	13	8.25	46.83	32	28.2	37.03	36.47	40.65	278.68
	NAWC-Foster Program	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	NAWC-Laundry	0	0	0	0	0	6	7	9.5	6.5	6	8.52	17.1	20.02	22.1	102.73
	NAWC-Lobby Greeter	0	0	0	0	0	0	0	4	5	5	7.42	31.27	31.02	30.6	114.3
	NAWC-Orientation	0	0	0	0	1.75	0	0	2	8	12.5	4	7.25	11	10	57.5
	NAWC-Photographer	0	0	0	0	0	0	0	17.5	10.5	15.33	13.25	8.5	31.1	12	108.18
	Other Volunteer Services	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total		10.92	13.25	3.83	8	15.75	41.25	28.5	64.92	103.33	92.58	83.83	143.62	171.83	199.28	981.9
Grand total		10.92	13.25	3.83	8	15.75	41.25	28.5	64.92	103.33	92.58	83.83	143.62	171.83	199.28	981.9

On-Line Pet Licensing

Dr. Joe Carter

Construction Update

AWS

John Bowman

Current Strategic Plan

Hiring Priorities

Emergency Response Budget

Dr. Joe Carter

**Review and Approval
Committee Biennial
Report**

Chairperson Mark Howery

Animal Shelter Oversight Committee
Biennial Report covering Calendar Years 2013 and 2014

1) Ensure that the Animal Shelter and Pet Adoption Facility are run in a humane manner in accordance with established and recognized standards for animal shelters:

2013

The 2013 calendar year brought 909 cats/kittens and 1,360 dogs/puppies into the Norman Animal Shelter. During that same year, 261 dogs/puppies and 384 cats/kittens were euthanized or died in shelter (19% and 42% respectively). Of the dogs euthanized, 48 were considered adoptable, 213 non-adoptable. Of the cats euthanized, 26 were considered adoptable, 358 non-adoptable.

45 cats and 88 dogs were fostered in 2013.

Non-adoptable animals are classified as such based upon a combination of factors including health, physical condition and temperament. Many non-adoptable animals receive this designation because of an aggressive temperament toward people or other nonspecific animals or as a result of illness that cannot be treated or cannot be feasibly treated with the budget available to the Norman Animal Welfare Center.

The animal intake numbers are lower than those listed in previous years' reports. Though this may be attributed to the focus on spaying and neutering by Norman Animal Welfare and area rescues having an impact on impound numbers, it must be mentioned that Norman Animal Welfare did not have a policy of accepting all owner surrenders. No statistics were being kept at that time regarding how many animals were accepted from the public and how many were turned away.

John Bowman requested help from the Animal Shelter Oversight Committee in developing written Standard Operating Procedures (SOPs) for intake all the way through adoption, which are critical to ensuring that the Shelter is run in accordance with established shelter standards. As of the date of this report (Spring 2016), the SOPs have not been completed, but progress is being made on these by Captain Lance Arnold and John Bowman.

2014

During the 2014 calendar year, 848 cats/kittens and 1,434 dogs/puppies were impounded at the Norman Animal Welfare Center. Of the animals received, 178 dogs/puppies and 272 cats/kittens were euthanized or died in the shelter (12.5% and 32% respectively). Of the dogs euthanized, 29 were considered adoptable, 140 non-adoptable. Of the cats euthanized, 56 were considered adoptable, 201 non-adoptable.

Integral to reducing the space constraints that may lead to higher euthanasia rates for adoptable animals is a thriving foster program. Though not a true foster program, the “Foster to Adopt” (essentially a pre-adoption program) allowed animals to be removed from the shelter while the pet awaits state-required spay or neuter. In this regard, the Shelter's statistics show significant growth. Cat fosters grew over 100% from 45 in 2013 to 123 in 2014. Dog fosters grew by more than 250% from 88 in 2013 to 259 in 2014.

The final draft of the Norman Animal Welfare Strategic Plan was finalized and presented to the Animal Shelter Oversight Committee during the Spring of 2014, and its implementation continues.

2) Implement the City Council’s Adoption Policy:

At each meeting of the Animal Shelter Oversight Committee, Norman Animal Welfare Center Supervisor, John Bowman, provided a written summary of the Center’s monthly statistics for the preceding month or months since the prior Committee meeting. These statistics provide information on the monthly intake of canines and felines, the number of animals reclaimed by their owners, adopted to the public, turned over to rescue or other animal welfare groups, fostered with the intent of adoption, or euthanized. The statistics for euthanized animals are further divided into two categories – those animals that were considered adoptable at the time of euthanasia and those that were considered non-adoptable at the time of euthanasia. The NAWC endeavors to retain adoptable dogs and cats for as long a period of time as space constraints allow in order to maximize their potential for adoption. In some cases, an animal may enter the NAWC as adoptable but after a period of months in the confines of the Center their temperament changes and they may be reclassified. Dogs and cats that are available for adoption but have not been surgically spayed or neutered can be placed into a foster-to-adopt situation in which the animal can be placed into the home of the prospective adopter but they remain the property of the NAWC until they have been spayed or neutered. This option is used most frequently for placing puppies and kittens that are too young to be spayed or neutered when they are available for adoption.

Canine Statistics:

In 2013, the Norman Animal Welfare Center impounded 1,360 dogs and puppies (Table 1). Of these, 318 (23.1%) were reclaimed (aka redeemed) by their owners. Five hundred eighty-one (581) dogs and puppies were adopted to the public; this represents 42.7% of the animals impounded. An additional 185 dogs and puppies were turned over to rescue organizations (13.6%) and 88 (6.5%) were placed into the foster-to-adopt program. Two hundred seventy-seven (261) dogs and puppies were euthanized in 2013, representing 19.2% of the total impounded. Of these, 48 were considered adoptable and 213 were unadoptable.

In 2014, 1,434 dogs and puppies were impounded at the Norman Animal Welfare Center - a 5.2% increase over 2013 (Table 1.). Of these, 339 canines (23.6%) were reclaimed by their owners. Another 447 (31.2%) were adopted to the public and 212 (14.8%) were released to rescue groups. Although the percentage of animals directly adopted from the shelter decreased

in 2014, the foster-to-adopt program was used more frequently and 259 dogs and puppies (18.1%) were adopted after going through the foster-to-adopt program. One hundred sixty-nine (169) dogs and puppies were euthanized, representing 11.8% of the total impounded. Of these, 140 were considered non-adoptable and 29 were considered to be adoptable but were euthanized due to kennel space limitations.

The total canine live-release rate was approximately 80% in 2013 and 87% in 2014.

Table 1. Shelter Statistics for Dogs and Puppies

(Note: The numbers for all categories do not equal the total live in-take because a percentage of animals are held over from one calendar year to the next.)

	Canine 2013	Canine 2014
Live Intake	1,360	1,434
Owner Reclaimed	318	339
Adopted to Public	581	447
Turned to Rescue Group	185	212
Foster to Adopt	88	259
Euthanized – Adoptable	48	29
Euthanized – Non-adoptable	213	140
Died during Holding	7	8
Escaped or Stolen	4	4

Feline Statistics:

In 2013, the Norman Animal Welfare Center impounded 909 cats and kittens (Table 2). Of these, only 14 (1.5%) were reclaimed by their owners. Although this number is low, the reclaim rate of impounded cats nationally is less than 5%. Two hundred thirty-three (233) cats and kittens were adopted to the public; this represents 25.9% of the animals impounded. An additional 229 animals were turned over to rescue organizations (25.5%) and 46 (5.1%) were placed into the foster-to-adopt program. Three hundred and seventy-three (373) cats and kittens were euthanized (41%); 30 of these were considered to be adoptable while the remaining 343 were unadoptable.

In 2014, 848 cats and kittens were impounded at the Norman Animal Welfare Center - a 6% decrease from 2013 (Table 2.). Of these, only 30 animals (3.5%) were reclaimed by their owners. Another 195 (23.0%) were adopted to the public and 239 (28.2%) were released to rescue groups. As was the pattern with dogs, the percentage of cats and kittens directly adopted from the shelter decreased in 2014, but the foster-to-adopt program was used more frequently such that 123 cats and kittens (14.5%) were adopted through that program. Two hundred and fifty-seven cats and kittens were euthanized (30.3%); 56 of these were considered adoptable while the remaining 201 were considered non-adoptable.

The total feline live-release rate was approximately 58.5% in 2013 and 69% in 2014.

Table 2. Shelter Statistics for Cats and Kittens

(Note: The numbers for all categories do not equal the total live in-take because a percentage of animals are held over from one calendar year to the next.)

	Feline 2013	Feline 2014
Live Intake	909	848
Owner Reclaimed	14	30
Adopted to Public	233	196
Turned to Rescue Group	229	239
Foster to Adopt	45	123
Euthanized – Adoptable	30	56
Euthanized – Non-adoptable	343	201
Died during Holding	8	15
Escaped or Stolen	3	2

3) Educate the Community:

In 2013 and 2014, the Norman Animal Welfare Center staff held off-site adoption events on the second Saturday of most months at the PetSmart store in Norman. These events resulted in 31 adoptions. Staff also developed two poster presentations - one entitled "Pets and Your Safety" and the other focused on proper pet care - that were oriented toward elementary school children. They presented two programs at Jackson Elementary School in 2014, and hope to develop similar programs for middle school and high school-aged audiences. Several staff attended the National Certification for Animal Cruelty Investigation classes in March 2013 and April 2014, completing their certification in this program.

4) Coordinate Volunteer Services at the Animal Welfare Center:

The Animal Shelter Oversight Committee (ASOC) welcomed the formation of Friends of the Animals of Norman (FAN) because it could provide a solution to having a viable volunteer program for the Norman Animal Welfare Center. We learned subsequently, that because of liability concerns the City of Norman would not administer a volunteer program through an outside organization.. Consequently, the Norman Animal Welfare Center supervisor formed an ad hoc working group to develop the guidelines for a volunteer program that would be administered by City staff. This ad hoc working group was comprised of two ASOC members (Jennifer Kidney and Mark Howery) and four Animal Welfare Center staff members. The working group met six times between August and December of 2014. They reviewed best practices and volunteer guidelines from national humane organizations and animal welfare centers across the country. Using other municipal shelter volunteer programs as a basis, the working group determined which volunteer positions were most needed and feasible for the Norman Animal Welfare Center, and wrote job descriptions for each position. In November 2014, the working group met with Jacob Hunt, the Norman Police Department's volunteer

coordinator, who provided an presentation on Volgistics, a recently acquired computer program for tracking job-specific volunteer activities.

5) Implement an On-site Spaying and Neutering Program:

Between 2003 and 2013, the City of Norman and the Norman Animal Welfare Center maintained an agreement with the Oklahoma State University School of Veterinary Medicine through which spay and neuter surgeries were conducted on adoptable animals by veterinary students. The students, under the direction of Dr. Bonnie Boone, conducted surgeries in the veterinary suite of the Denese Miles Pet Adoption Center at the NAWC. In the early years of this partnership, students traveled to the NAWC once per week to conduct spay and neuter procedures and to conduct veterinary examinations of the shelter's animals. The frequency of visits by the veterinary students increased to twice per week beginning in 2007 as a result of a increasing adoption rate and the implementation of a procedure to spay and neuter all animals prior to their adoption and release from the Center. Spay and neuter surgeries by OSU veterinary students occurred twice weekly for most of calendar year 2013 until September. In September, the OSU School of Veterinary Medicine ended their contract with the City of Norman in order to focus their effort on municipal and private shelters closer to Stillwater. In October of 2013, the veterinary suite in the Denese Miles Pet Adoption Center was demolished as part of the NAWC reconstruction. During the final three months of the year, NAWC staff transported animals from the NAWC to the Animal Resources Center in south Oklahoma City where Dr. Bonnie Boone performed the spay and neuter procedures. This arrangement remained in place through calendar year 2014.

In calendar year 2013, 474 spay and neuter procedures were performed on dogs and puppies, while 187 procedures were performed on cats and kittens. In calendar year 2014, 341 procedures were conducted on dogs and puppies, while 172 procedures were conducted on cats and kittens prior to their adoption.

Miscellaneous Comments