



Animal Shelter Advisory Committee
07/19/2018

Notice is hereby given of a regular meeting of the Animal Shelter Advisory Committee of the City of San Angelo to be held on July 19, 2018 at 12:00 PM at the McNease Convention Center – South Meeting Room, 501 Rio Concho Drive, San Angelo, Texas, for the purpose of considering the following agenda items.

1. Call to Order

2. Public Comment

Issues or items that are not on the agenda may be raised by the public at this time. Citizens should speak from the podium, begin by stating their name and limit remarks to less than three minutes. Committee members may request that a discussed item be placed on a future agenda. The Committee takes public comment on all Regular Agenda items during the discussion of those items.

3. Consent Agenda

- a. Consider approving the May 17, 2018 Animal Shelter Advisory Committee regular meeting minutes

4. Regular Agenda

- a. Discussion and possible action related to monthly shelter numbers for May 2018
- b. Discussion and possible action related to monthly shelter numbers for June 2018
- c. Discussion and possible action related to instituting a waiting list for owner surrendered pets

5. Follow Up and Administrative Issues

6. Adjournment

CERTIFICATION

I hereby certify that the above notice of meeting was posted on the bulletin board at the City Hall of the City of San Angelo, Texas, on the 16th day of July 2018, at 9:57 a.m.

Morgan Chegwidden,
Asst. Director Neighborhood & Family Services

All agenda items are subject to action. The Animal Shelter Advisory Committee reserves the right to consider business out of posted.

In compliance with the Americans with Disabilities Act, the City of San Angelo will provide for reasonable accommodations for persons attending board or commission meetings. To better serve you, requests should be received 48 hours prior to the meetings. Please contact the Assistant Director Neighborhood & Family Services at 325-657-4225.

In an effort to provide our viewing public with information on the various City Boards and Commissions. This meeting will be recorded and broadcasted on Local Government Channel 17 at 8:00 a.m. on Fridays. For a schedule of all broadcasts, contact the Public Information Office at 481-2727 or visit our website at www.cosatx.us.



Requestor: Morgan Chegwiddden, Assistant Director of Neighborhood Services, Neighborhood and Family Services, 325-657-4224

Meeting Date: July 19, 2018

Item type: Consent Item

Caption:

Consider approving the May 17, 2018 Animal Shelter Advisory Committee regular meeting minutes

Summary/History:

Attached are the draft minutes for the committee's consideration.

Financial Impact:

N/A

Other Information/Recommendation:

Staff recommends approval.

Attachments:

- | | | |
|----|---------------------|--------------------------|
| 1. | 180517 ASAC Minutes | 180517 ASAC Minutes.docx |
|----|---------------------|--------------------------|

Presentation:

None

Approvals/Reviews:

Morgan Chegwiddden
Theresa James

Created/Initiated
Final Approval



Animal Shelter Advisory Minutes June 21, 2018

A regular meeting of the Animal Services Advisory Committee of the City of San Angelo was held on Thursday, May 17, 2018 at 12:00p.m. at the McNease Convention Center – South Meeting Room, 501 Rio Concho Drive, San Angelo, Texas, for the purpose of considering the following agenda items.

Committee Attendees: Timothy Davenport-Herbst, Carah Dunagan, Sandra Villarreal and Jenie Wilson

Staff Attendees: Bob Salas, Director of Neighborhood and Family Services

Morgan Chegwiddden, Assistant Director of Neighborhood and Family Services

1. Call to Order

With a quorum of the committee members present, Vice-Chairman Timothy Davenport-Herbst called the regular meeting Animal Shelter Advisory Committee to order at 12:00 p.m. on Thursday, May 17, 2018 in the San Angelo McNease Convention Center, 501 Rio Concho Drive, San Angelo, Texas 76903.

2. Public Comment

No public comments were made.

3. Consent Agenda

- a. Consider approving the March 15, 2018 regular meeting minutes.

MOTION: Committee member Villarreal made a motion, seconded by Committee member Dunagan to approve the minutes. The motion carried unanimously four (4) ayes to zero (0) nays.

4. Regular Agenda

- a. Discussion and possible action related to monthly shelter numbers for March 2018.

A presentation was made by Neighborhood & Family Services Assistant Director Morgan Chegwiddden. No action was taken on this item.

- b. Discussion and possible action related to monthly shelter numbers for April 2018.

A presentation was made by Neighborhood & Family Services Assistant Director Morgan Chegwiddden. Committee member Wilson provided information on upcoming adoption events. No action was taken on this item.

- c. Discussion and possible action on animal control procedure for positive rabies specimens.

A presentation was made by Neighborhood & Family Services Assistant Director Morgan Chegwiddden. No action was taken on this item.

- d. Discussion and possible action on positive rabies specimens for 2018.

A presentation was made by Neighborhood & Family Services Assistant Director Morgan Chegwiddden. No action was taken on this item.

5. Follow Up and Administrative Issues

No items were stated.

6. Adjournment

MOTION: Committee member Villarreal made a motion, seconded by Committee member Wilson to adjourn the meeting. The motion carried unanimously four (4) ayes to zero (0) nays.

There being no further business, the meeting was adjourned at 12:38 p.m.



Requestor: Morgan Chegwidden, Assistant Director of Neighborhood Services, Neighborhood and Family Services, 325-657-4224

Meeting Date: July 19, 2018

Item type: Regular Item

Caption:

Discussion and possible action related to monthly shelter numbers for May 2018

Summary/History:

671 new animals arrived in the shelter during May. 158 were adopted, 64 were redeemed by their owner, 400 were euthanized and 284 were left in the shelter at month end.

Our live release rate was 55.70%.

31 citizens used the microchip clinic.

Financial Impact:

N/A

Other Information/Recommendation:

No action necessary at this time.

Attachments:

- | | | |
|----|----------------------------------|---------------------------------------|
| 1. | 180719 ASAC Monthly Intake - May | 180719 ASAC Monthly Intake - May.pptx |
|----|----------------------------------|---------------------------------------|

Presentation:

Yes

Approvals/Reviews:

Morgan Chegwidden
Theresa James

Created/Initiated
Final Approval



Animal Shelter Advisory Committee

July 19, 2018



May 2018

- 671 new arrivals
- 158 adopted/rescue transferred
- 64 redeemed by owner
- 400 euthanized (feral, injured, sick, aggressive)
- 31 microchip clinic
- 284 left in shelter
- 55.70% released live



May 2018

- 366 Euthanized
 - 291 cats
 - 62 dogs
 - 8 skunks
 - 5 other wildlife



May 2018

- 366 Euthanized
 - 228 Sick/Injured/Failure to thrive
 - 82 Feral (not sick)
 - 39 Aggressive/Bite Quarantine
 - 10 Wildlife
 - 7 Owner requested
 - 0 Time/Space





Animal Shelter Advisory Committee

July 19, 2018





Requestor: Morgan Chegwidden, Assistant Director of Neighborhood Services, Neighborhood and Family Services, 325-657-4224

Meeting Date: July 19, 2018

Item type: Regular Item

Caption:

Discussion and possible action related to monthly shelter numbers for June 2018

Summary/History:

610 new animals arrived in the shelter during June. 230 were adopted/transferred, 37 were redeemed by their owner, 310 were euthanized and 315 were left in the shelter at month end.

Our live release rate was 65.36%.

12 citizens used the microchip clinic.

Financial Impact:

N/A

Other Information/Recommendation:

No action necessary at this time.

Attachments:

- | | | |
|----|-----------------------------------|--|
| 1. | 180719 ASAC Monthly Intake - June | 180719 ASAC Monthly Intake - June.pptx |
|----|-----------------------------------|--|

Presentation:

Yes

Approvals/Reviews:

Morgan Chegwidden
Theresa James

Created/Initiated
Final Approval



Animal Shelter Advisory Committee

July 19, 2018



June 2018

- 610 new arrivals
- 230 adopted/rescue transferred
- 37 redeemed by owner
- 310 euthanized (feral, injured, sick, aggressive)
- 12 microchip clinic
- 315 left in shelter
- 65.36% released live



June 2018

- 297 Euthanized
 - 218 cats
 - 68 dogs
 - 11 other wildlife



June 2018

- 297 Euthanized
 - 196 Sick/Injured/Failure to thrive
 - 43 Feral (not sick)
 - 49 Aggressive/Bite Quarantine
 - 7 Wildlife
 - 2 Owner requested
 - 0 Time/Space





Animal Shelter Advisory Committee

July 19, 2018





Requestor: Morgan Chegwiddden, Assistant Director of Neighborhood Services, Neighborhood and Family Services, 325-657-4224

Meeting Date: July 19, 2018

Item type: Regular Item

Caption:

Discussion and possible action related to instituting a waiting list for owner surrendered pets

Summary/History:

We recommending a waiting list be instituted for citizens wishing to owner surrender their pets to animal services when the shelter is approaching maximum capacity. A waiting list would be instituted for dogs when more than 140 dogs are in care, for cats when more than 100 cats are in care, or for any animals when more than 250 animals are in care.

Citizens waiting their turn on the list will be matched with support services as contracted with Concho Valley PAWS. The Second Chance program allows an animal to be fostered by its owners and placed up for adoption through PAWS' network. The Mommy and Me program similarly houses the adoptable animals in their owner's home and spays the female to prevent future unwanted litters. PAWS also aims to connect certain behavior issues with qualified trainers.

Once capacity is available at the shelter, citizens will be contacted by species to surrender their pets.

Financial Impact:

Unknown

Other Information/Recommendation:

Staff recommends approval.

Attachments:

- | | |
|------------------------------------|--------------------------------------|
| 1. Population Management | Population Management.pdf |
| 2. Population Management Procedure | Population Management Procedure.docx |
| 3. 180719 ASAC Waiting List for OS | 180719 ASAC Waiting List for OS.pptx |

Presentation:

Yes

Approvals/Reviews:

Morgan Chegwiddden
Theresa James

Created/Initiated
Final Approval

Population Management

Population management describes an active process of planning, on-going daily evaluation, and response to changing conditions as an organization cares for multiple animals. Effective population management requires a plan for intentionally managing each animal's shelter stay that takes into consideration the organization's ability to provide care that meets the recommendations outlined in this document. The capacity to provide humane care depends on the number and condition of animals admitted and their duration of stay; the size and condition of the facility; staffing levels and training; and other factors as well as the number of available enclosures. There are many ways to maintain a population within an organization's capacity for care whether in a shelter or home-based rescue organization. Active population management is one of the foundations of shelter animal health and well-being (Hurley 2004a), and must be based on an appreciation that capacity to provide humane care has limits for every organization, just as it does in private homes. When a population is not managed within an organization's capacity for care, other standards of care become difficult or impossible to maintain.

Capacity to provide humane care has limits for every organization, just as it does in private homes.

1. Capacity for Care

Every sheltering organization has a maximum capacity for care, and the population in their care must not exceed that level. Factors that determine capacity for care include: the number of appropriate housing units; staffing for programs or services; staff training; average length of stay; and the total number of reclaims, adoptions, transfers, release, or other outcomes. Many factors can alter the capacity for care. For example, loss of animal care staff, or malfunctioning enclosures, can temporarily decrease the capacity for care until such time as new persons are hired and appropriately trained, or enclosures are repaired or replaced. Operating beyond an organization's capacity for care is an unacceptable practice.

Maximum housing capacity must be based on the number of animals who can be adequately housed

within available primary enclosures. (See section on Facilities and section on Group Housing for information on adequate housing.) Ideally, shelters should maintain their populations below maximum housing capacity to allow for daily intake as well as more flexibility when choosing appropriate enclosures for each animal. Maximum housing capacity must not be exceeded. Even though enclosures may be available, it may be necessary to leave some empty due to other constraints on capacity for care (e.g., staffing levels and opportunities for enrichment).

The National Animal Control Association (NACA) and the Humane Society of the United States (HSUS 2010) recommend a minimum of 15 minutes of care time per day for feeding and cleaning each animal housed in the shelter (9 minutes for cleaning and 6 minutes for feeding) (HSUS 2010; NACA 2009b). For example, if 40 animals are present, a minimum of 10 hours of care would be required for basic care (40 animals @ 15 minutes/animal = 10 hours). Ability to provide services such as medical and behavioral evaluation or treatment, adoption, spay/neuter or euthanasia can be similarly evaluated based on average time for service (Newbury 2009a, 2009b). Staffing or volunteer work hours must be sufficient to ensure that the basic needs of animals in the shelter are met each day.

Length of stay has a dramatic effect on the experience and needs of animals in shelter care. The type of care and enrichment provided to sheltered animals must be appropriate to the length of stay (Patronek 2001). Average or median length of stay is also a key factor contributing to the number of animals present in the shelter each day, which in turn affects the ability to provide adequate care. For example, if an average of 5 cats per day enter the shelter and each stays an average of 5 days, the average daily population would be 25 cats. If the average length of stay rises to 10 days with no change in the average intake, then the average daily population would double to 50 cats.

Adequate staffing must be available to ensure that each critical point of service (e.g., vaccination or medical evaluation, spay/neuter surgery, or a physical move to adoption) is delivered promptly. Delays resulting in even one to two additional days of care may result in crowding and poor animal welfare in facilities that operate near maximum capacity. Expected demand for these critical points of service should be estimated based on the expected numbers of animals who will need each service and the length of time it takes to complete each procedure (e.g., number of animals needing evaluation or spay/neuter surgery prior to adoption). Operating beyond capacity for care will result in unwanted outcomes including: delays or failure to provide necessary care; use of substandard housing; increases in staff and animal stress; haphazard mixing of animals; increased risk of infectious disease exposure; and increases in negative interactions between animals (Hurley 2008b; Newbury 2009a, 2009b). Operating beyond capacity for care creates a vicious cycle; services required for moving animals through the system are delayed. These delays prolong average lengths of stay for animals, leading to increased daily population. This further taxes the organization's capacity for care, worsens conditions, and threatens animal well-being (Newbury 2009a, 2009b). Once a shelter has exceeded its capacity for care it is no longer possible to ensure the Five Freedoms.

2. Protocols for Maintaining Adequate Capacity for Care

Shelters must have policies and protocols to maintain adequate capacity for care and housing. Policies

must provide a means of balancing admission with the outcomes available (e.g., adoption, transfer, release, return to owner, euthanasia, or others). Increasing the number of animals housed beyond the capacity for care is an unacceptable practice.

Inspection of all animals must be performed daily in order to routinely evaluate and monitor adequacy of capacity and to identify needs for housing, care, or service (CFA 2009; New Zealand 1993). Appropriate interventions must be made before animal numbers exceed the capacity for care and housing. Waiting to respond until capacity has been exceeded results in animal suffering.

3. Monitoring Statistical Data

Monitoring population statistics over time is a necessary component of a population management plan. At minimum, statistics must include monthly intake (e.g., stray, owner surrendered) and outcomes by type (e.g., adoption, euthanasia, returned to owner) for each species. For optimal population management and monitoring, an animal census (animal inventory) should be taken, evaluated, and reconciled with records daily to ensure accuracy of data collection as well as facilitate evaluation of capacity. Ideally, population statistics should also include an evaluation by age group, health and behavior status at intake as well as at outcome. More detailed data monitoring such as tracking incidence of disease at intake (pre-existing) and during shelter stay (from previous exposure or shelter acquired) is a best practice.

Effective population management requires a plan for intentionally managing each animal's shelter stay that takes into consideration the organization's ability to provide care.

Operating beyond an organization's capacity for care is an unacceptable practice.

City of San Angelo
Neighborhood & Family Services
Animal Services

Standard Operating Procedure

Animal Services – Waiting List

The City of San Angelo Animal Services division aims to increase the live release of animals to the public. Since intake exceeds outcomes, we aim to manage the population of shelter animals as prescribed below.

References

As recommended by the National Animal Control Association (NACA) and the Humane Society of the United States (HSUS), a minimum of 15 minutes of care time per day is necessary for feeding and cleaning each animal housed in the shelter. For every 40 animals present, a minimum of 10 hours per care would be required.

Procedure

As we approach maximum capacity, a waiting list would be instituted for citizens wishing to owner surrender their pets. Should the shelter's population exceed 140 dogs or 100 cats or 250 total animals, citizens would place their contact information and pet's information on a waiting list.

In the interim, citizens will be offered services through our contract with Concho Valley PAWS including the Second Chance foster rehoming system and the Mommy and Me program for females and litters as well as training opportunities.

As capacity increases at the shelter through adoption, owner redemptions, etc., owners will be contacted on the list by species. For example, a cat adoption would allow us to call the next citizen wishing to surrender their cat. Similarly, dogs, livestock and other animals would follow suit.



Animal Shelter Advisory Committee

July 19, 2018



Waiting List for Owner Surrendered Pets

- Standards of care
 - Freedom from hunger or thirst
 - Freedom from discomfort
 - Freedom from pain, injury or disease
 - Freedom from fear and distress



Waiting List for Owner Surrendered Pets

- Minimum of 15 minutes of care time per animal per day
- 40 animals = 10 hours of care
- June's 315 animals = 78.75 hours of care
- For an 8 hour work day, this requires 10 staff members



Waiting List for Owner Surrendered Pets

- When shelter is approaching maximum capacity
 - 140 dogs or
 - 100 cats or
 - 250 total animals



Waiting List for Owner Surrendered Pets

- Interim Concho Valley PAWS support services include
 - Second Chance program
 - Mommy and me program
 - Training opportunities





Animal Shelter Advisory Committee

July 19, 2018

