



CITY OF NORMAN, OK ANIMAL WELFARE OVERSIGHT COMMITTEE MEETING

Animal Welfare Center, 3428 South Jenkins Ave, Conference Room,
Norman, OK 73072

Monday, November 18, 2024 at 6:00 PM

MINUTES

It is the policy of the City of Norman that no person or groups of persons shall on the grounds of race, color, religion, ancestry, national origin, age, place of birth, sex, sexual orientation, gender identity or expression, familial status, marital status, including marriage to a person of the same sex, disability, relation, or genetic information, be excluded from participation in, be denied the benefits of, or otherwise subjected to discrimination in employment activities or in all programs, services, or activities administered by the City, its recipients, sub-recipients, and contractors. In the event of any comments, complaints, modifications, accommodations, alternative formats, and auxiliary aids and services regarding accessibility or inclusion, please contact the ADA Technician at 405-366-5424, Relay Service: 711. To better serve you, five (5) business days' advance notice is preferred.

ROLL CALL

PRESENT

Co-Chairperson Becca Bean

Co-Chairperson Mark Howery

Kim Fairbanks

Kristy Wicker

Shelter Manager Kellee Robertson

Shelter Supervisor Ashley Battiest

Major Brent Barbour

Assistant City Attorney Jeanne Snider

APPROVAL OF THE SEPTEMBER MINUTES

Kristy Wicker motioned to approve the September minutes, and Becca Bean seconded. The motion passed.

MONTHLY STATISTICS AND UPDATES

Supervisor Battiest began by going over the staff changes that had occurred at the shelter including two Animal Welfare Techs being promoted to Animal Welfare Officer positions, as well as contracting a vet tech while the current vet tech was out on leave. The shelter is currently hiring two animal welfare techs as well as anticipating needing to hire a third in December. The process for hiring a second vet tech is almost complete. It was a team effort to keep everything running smoothly in September and October.

Norman Animal Welfare participated in many events during the last two months including the Norman Twilight Market on September 23rd, National Night Out on Sept 30th, and Subaru sponsored free adoptions throughout the month of October culminating in an adoption event at the Subaru dealership on October 26th. NAW also hosted a Midnight event at the shelter on October 25th, and participated the next day at the Twilight Market on October 26th. There were two Dog is My Copilot flights that went out in October with a total of 79 animals sent to rescue in October.

In September, NAW had a total intake of 257 dogs and cats, the majority being strays (190) and owner surrenders (41). Staff adopted out 171 animals while the total live animal outcome was 256 animals.

In October, NAW had a total intake of 288 dogs and cats. 208 were stray intakes and 45 were owner surrenders. The shelter also took in 17 protective custody animals and 57 additional protective custody animals that were a combination of rats, reptiles, and birds. Staff adopted out 156 animals and sent 79 to rescue with a total live animal outcome of 335 animals. The live release rate in September was 90.5% and in October, it was 91%.

Becca Bean said that she had spoken with Bill Anthony about the bear statue going to another location.

Kellee Robertson said that she had received two quotes to add fencing to the north side of the shelter property to expand play yard space.

Jeanne Snider said that she would be pushing forward with the city council agenda item that is needed to approve changes to the Animal Welfare Oversight Committee. She is hoping to get it on a November City Council meeting.

DISCUSSION ITEMS

1. Recap of Volunteer of the Year Recognition Nov 12th, 2024

Becca Bean gave an update on the award ceremony for the volunteer of the year. The award was given on November 12th during the city council meeting to Sereta Wilson.

2. Set AWOC Meeting Schedule for 2025

Kim Fairbanks made a motion to have meetings on the second Wednesday of the odd numbered months, Kristy Wicker seconded. The motion passed.

The dates for next year will be January 8th, March 12th, May 14th, July 9th, September 10th, and November 12th at 6:00PM.

3. Update on External Review of Norman's Emergency Services Departments

Brent Barbour spoke briefly about the Matrix Consulting Firm's report on Norman's Emergency Services Agencies. That report is in its draft stages now but will probably be released to the public in December with a City Council meeting open to the public to hear what is being advised. He mentioned that there might not be many specific directions in the report concerning Animal Welfare.

4. Continued Discussion of Emergency Planning

Kellee Robertson spoke about the shelter emergency plan. She used a template from ASPCA and had several staff look over it. Norman Animal Welfare's adoption coordinator Stephanie has been through all of the emergency incident command system classes. She is interested in starting a county wide animal emergency response team.

Brent Barbour spoke briefly about the Animal Welfare division, and how it fits within the larger police department emergency response. He reiterated the importance of staff knowing how each person fits within the basic emergency response and the yearly training staff receives to cover this aspect of emergency response.

Becca Bean spoke about a recent Best Friends Society zoom meeting covering emergency response, and asked about having that organization look over a more finalized Shelter Emergency Plan. Shelter Manager Robertson said that she was sure Best Friends would do that for no charge.

CALL FOR AGENDA ITEMS

Items for the next agenda include discussion about next year's budget and pay reclassification of animal welfare technicians, a discussion about the Norman Forward project and the addition of a pond to Andrew's Park, and the animals in county areas and the effect on Norman Animal Welfare.

Kim Fairbanks suggested an additional agenda item in January to plan for the spring Volunteer Appreciation week.

MISCELLANEOUS COMMENTS

Jeanne Snider said that she has scheduled the animal welfare ordinances for the December 12th city council meeting. She also said that Norman Animal Welfare had received a \$36,000 donation from an estate of a local woman.

Kellee Robertson said that the shelter had received a donation from Village Veterinarian hospital of machinery to process blood work.

There was a discussion about holding a special meeting to work on the emergency preparedness plan on January 22nd at 11:30 AM.

ADJOURNMENT

Kristy Wicker made a motion to adjourn the meeting, Kim Fairbanks seconded. The motion passed.



