



CITY OF NORMAN, OK ANIMAL WELFARE OVERSIGHT COMMITTEE MEETING

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

Wednesday, September 10, 2025 at 6:00 PM

MINUTES

The Norman Animal Welfare Oversight Committee of the City of Norman, Cleveland County, State of Oklahoma, met in the multi-purpose room at the Norman Animal Welfare Building on the 10th day of September at 6:00PM. The notice and agenda of the meeting was posted at the City of Norman Municipal Building on 201 West Gray Street on September 7th, 2025. The meeting was also posted on the City of Norman website at www.normanok.gov.

ROLL CALL

PRESENT

Co-Chairperson Becca Bean

Kim Fairbanks

Aubrey Gibson

Dr. Debra Green

Dr. Rod Hall

Sereta Wilson

Dr. Mattie Yates

Assistant City Attorney Jeanne Snider

Shelter Manager Kellee Robertson

APPROVAL OF THE JULY MINUTES

Sereta Wilson made a motion to approve the July minutes. Kim Fairbanks seconded, and the motion passed.

MONTHLY STATISTICS AND UPDATES

Kellee Robertson provided an overview of the July and August shelter statistics.

July Statistics:

- Intake was down 19% from the previous year, and live outcomes increased.
- Kellee noted these trends did not follow national patterns and appeared to be an anomaly.
- The save rate for July was 91.7%. She also discussed several euthanasia circumstances that occurred during the month.
- Kellee highlighted the low number of owner surrenders and discussed the use of a Google phone number to text owners for faster response times.
- A total of 48 dogs and 41 cats are still awaiting intake, significantly reduced from more than 200 animals earlier.

August Statistics:

- Intakes increased by 3% compared to the previous year.
- Adoptions were slightly lower than usual.
- A Dog Is My Copilot transport flight occurred during the month.
- The save rate for August was 93.3%.

There was a discussion regarding the legal process for dogs deemed dangerous by the courts.

Becca asked about the number of wild animals transferred to WildCare. Kellee explained that Animal Welfare Officers transport injured wildlife directly to WildCare.

Kellee reported that the shelter currently has two or three empty kennels, with the adoption areas being completely full. Another rescue flight is scheduled for the upcoming week.

Dr. Hall asked whether staff members are vaccinated for rabies. Kellee confirmed that all shelter staff are current on rabies vaccinations.

Kellee announced the promotion of Angela, a longtime volunteer and relatively new Animal Welfare Technician, to the position of Adoption Coordinator. As a result, there is now a vacant Animal Welfare Technician position.

DISCUSSION ITEMS

1. Update on Better Cities Certification

Kim Fairbanks reported that the Better Cities Certification has been approved. As the university's airport manager, she can now apply for certification for the airport as well. Kellee noted that the city will need to submit a statement from the mayor and photos to be included on the interactive map.

2. Update on Emergency Preparedness Plan

Kim also shared that she has compiled all comments and suggestions for the Emergency Preparedness Plan into a summary document. One additional meeting will be needed to finalize the plan. Kellee stated that the finalized document will be submitted as an SOP through the Police Department. Becca asked whether Best Friends Animal Society could review the document before submission.

3. AWOC Orientation Presentation

Jeanne Snider expressed the city's appreciation for volunteers serving on boards and committees. She reviewed the requirements of the Open Meetings Act and stressed that meetings must remain open to the public and cannot be conducted through email or text. Members were reminded not to "reply all" to group emails. Jeanne distributed the codified scope and responsibilities for board members, along with the ethics pledge to be read and signed. She also reviewed conflict-of-interest scenarios requiring members to recuse themselves from voting.

There was a discussion regarding committee member term lengths, filling vacant seats, and the rotation schedule for members cycling off the committee.

ACTION ITEMS

4. Nomination and Vote on AWOC Co-Chair

Kim Fairbanks volunteered to serve as co-chair of the Animal Welfare Oversight Committee. Rod Hall nominated her for the position, and Sereta Wilson seconded. Kim Fairbanks was appointed co-chairperson.

MISCELLANEOUS COMMENTS AND AGENDA ITEMS

The committee discussed rescheduling the November meeting for the 19th.

A discussion took place regarding a Norman Animal Welfare post that had been edited using AI. Kellee explained that the image had been reformatted to a 1:1 ratio for posting on Facebook and Instagram. She noted that she clarified this in the post's comments and replaced the edited image with the original photo.

ADJOURNMENT



