

Memphis Animal Shelter Advisory Board

Work Session

February 8, 2012

Those present: Dr. Stephen Tower; Don Siemer; Dr. Jennifer Clay; Jeanne Chancellor; Jill Madajczyk, City Attorney's Office; Shelter Operations Manager, Chelton Beamon; Director, Janet Hooks; Deputy Director, LaSonya Hall

The minutes were gone over and correction made.

Chelton Beamon made a report of the census numbers for January 2012. Intake categories and outcome categories were presented.

Don Siemer asked for numbers that each Pet Placement Partner rescued from the shelter. He would like a list with their addresses. Director Hooks will work on providing Mr. Siemer a list.

Different ways of handling the census were discussed. Having the inventory reflect known outcome by the end of March was discussed.

Director Hooks reported that no one showed up January 12th, 2012, at the mandatory meeting for anyone interested in the RFP that the city had put out for the privatization of the shelter. The RFP has been pulled due to no interest.

The status of hiring a new Shelter Administrator was discussed. Janet Hooks reported that the position would hopefully be filled within a few weeks with an Interim Director. The City is looking for someone who has experience in logistics/management/operations.

The adoption process for Pit Bulls and Pit mixes was discussed. The current process requires that the adopter pass a background check and a home check for a secure fence. These measures are taken for the protection of the dog.

Dr. Clay reported that Kate Aguinaga was not able to attend the meeting due to schedule conflict.

Jill Madajczyk gave a legal update:

Vicious dogs no longer require bonding. There is now a charge of \$68.00 per day boarding. A 30 day payment must be made within 10 days of the dogs being housed at the shelter; the payments must be kept current as long as the dogs are housed by the City.

Cats taken in cruelty cases are under the same payment requirements.

Budget requests for the shelter were discussed. When the requests come up for voting, it will help if there is a lot of support present in support of the requests. Janet Hooks will let us know the dates it would be helpful to have people at the City Council.

Positions being requested:

Volunteer/Rescue/Special Events Coordinator with a salary of 35,000 – 40,000

4 new Animal Care Technicians – total \$160,000

It will take 240,000 to hire 6 people for these positions

150,000 will be requested for 2 new ACO vehicles.

Grant writing is another need of the shelter. This may fall under the Volunteer Coordinator position.

The use of prisoners to work in the shelter was discussed. There would be double screening of the people coming to work at the shelter. The workers would not handle the animals. The prisoners would provide cleaning and work in the food prep room. The use of 8 – 10 workers would provide much help to the shelter. There are strict guidelines for the prisoners as well as people at the shelter for interactions with the prisoners. The staff will be trained to work with the prisoners. Many facilities in Shelby County use this type of labor including The Memphis Shelby County Humane Society.

On Feb 18th there will be a vaccination/microchipping clinic at the shelter for City employees. The clinic staff and volunteers will man the event.

Feb. 23rd, 2012, the Shelter will be present at the Volunteer Expo at Oak Court Mall.

March 2, 3, and 4th, 2012, Shelter animals will be available at the Vesta Home Show at the Agricenter.

In April Shelter animals will be available for adoption at Bark in the Park at AutoZone Park.

On Feb. 29th the Hsus will provide behavioral, handling and cruelty training at the shelter for staff.

Janet Hooks announced that for the first time in a longtime there is a full complement of shelter staff. All positions other than the Director are filled.

Dr. Jen Clay made a motion to adjourn. The second was made by Jeanne Chancellor

The meeting was adjourned.

Respectfully submitted,

Jeanne Chancellor, Secretary