

Memphis Animal Shelter Advisory Board

Open Meeting

October 10, 2012

Present: Dr. Stephen Tower, Chairman; John Cox, member; Jill Madajczyk, member; Jeanne Chancellor, Secretary; Robert Ratton, City Attorney's Office; James Rogers, Administrator, Memphis Animal Services

The Meeting was called to order by Dr. Stephen Towers.

The minutes from the September 2012 were presented. Jill Madajczyk made a motion to accept the minutes. A second was provided by John Cox, and the minutes were approved.

New Board member Jill Madajczyk was introduced as well as Robert Ratton from the City Attorney's Office.

Mr. Rogers provided a monthly Shelter report.

Tracy Dunlap, Senior Animal Care Technician provided an educational presentation at Riverview Elementary School. General animal care and the importance of spay/neuter was presented to the children. Mr. Dunlap uses packing pellets to illustrate how many babies can be produced by a pair of animals which is very effective with the children's understanding why spay/neuter is so important.

The logo contest winner is due to be announced November 15th.

Channel 3, Memphis CBS affiliate, is featuring pets from Memphis Animal Services. George Brown is spear heading this program at Channel 3.

A vaccination clinic was held at Memphis Animal Services on September 22. This was held with the help of the Memphis Police Department. Volunteers and staff worked together to make this even a success.

The Memphis Shelter was also represented at the City of Memphis Health Fair held at the Hickory Hill Community Center on September 15th.

On Sept. 30, 2012 the population at the shelter was 395 animals.

The intake number for September was 1057 animals. 757 were euthanized, and there were 240 positive outcomes. This is a 71% euthanasia rate for September and a 73% euthanasia rate for the year through 9/30.

There were 206 spay/neuter surgeries completed in September. The Shelter is looking towards doing more surgeries each month.

There are 73 animals on the adoption floor at this time.

Animal Control Officers made 1343 calls in September.

There are 356 cages available for animals at the shelter which calls for population management. The number of animals housed at any time depends on the number of Animal Care Technicians available, number of cages available, and equipment available.

Shelby County Rabies Control reported one rabid bat in September.

Dr. Tower asked the status of the inmates working at the shelter. Mr. Rogers reported that there are usually 6 inmates that work from 7am – 12 pm. The afternoon shift includes 3 inmates that work in the afternoon. The inmates are sent back if their work performance is not good.

Dr. Tower asked how the detainees are supervised. Mr. Rogers indicated that there is one Animal Care Technician and one inmate assigned to clean each room that contains animals.

Mr. Rogers was asked if the detainees handle animals, and he responded the animals are not handled by the detainees.

There are still four positions open that need to be filled to have the Shelter at full staffing.

There are interviews later this month for the Operations Manager position.

The Shelter Supervisor position has been filled by Ms. Tunstull. She came from the Inspection Station across from the shelter. Ms. Tunstull has no experience in the animal field. The hiring of employees with no experience with animals was discussed. Jeanne Chancellor suggested that some animal care background should be required of anyone hired who is charged with working with the animals in anyway.

The Division update was given. Control poles are being used in the shelter on a case by case basis for the safety of the employees and visitors to the shelter. There are some animals that are housed in the shelter that this is the only safe method for handling. Several staff members have been bitten trying not to use a control pole.

The request for cameras in the euthanasia room has been denied, and it will not happen.

Dr. Tower expressed concern about people being hired to work in the shelter with no previous animal experience. He asked who has the final say in hiring. Mr. Rogers stated that it is a process that goes through several departments. Human Resources begins the process with making sure the applicants have the basic requirements for the job.

Dr. Tower made a suggestion that the Chairman of the Advisory Board or another member sit in on the hiring process to make sure that people hired are qualified for the position in the area of animal care. A motion was presented by John Cox and seconded by Jeanne Chancellor that a member of the Memphis

Animal Shelter Advisory Board be included in the hiring process of management positions at the Memphis Animal Shelter. The motion passed.

Robert Ratton reported that a letter was composed to send the Memphis vet offices reminding them that they are required to maintain records of the rabies tags that they issue. These records are necessary in trying to locate the owners of the animals licensed for rabies when the animals become lost. Not maintaining these records is a civil issue reported Mr. Ratton.

The licensing law for fertile animals as discussed. Currently there is a \$200.00 fee for keeping a fertile animal over 6 months old in the City. The effectiveness of differential licensing was discussed as well as increasing the difference in the fertile/non fertile fees in the licensing to make it more effective.

Pet licensing in Memphis was discussed. Mr. Ratton reported that licensing of pets in the City would be legal. Chattanooga and Nashville both have pet licensing. Karen Walsh in Chattanooga told Mr. Ratton that the licensing in her City has gone well. The City is reaping about \$74,000 per year from the licensing. Pet licensing could be a way to raise funds for the Shelter if the fees were channeled back directly to the shelter. This would provide funds for animal based activities. This discussion will be continued at the next meeting.

A document was presented that was written by an Animal Control Officer on how to get the ACOs back to working at full speed. Animal control officers are now being used to work in the shelter, and the officers feel this is causing them not to be doing the job they were hired to do. The calls the shelter gets are starting to build up to over 1,000 unanswered calls. Calls are being answered on a priority basis, and calls for stray animals are never being answered. The officers feel they are needed on the street and not doing technician work in the shelter.

There are 19 Animal Control Officers working at the shelter right now. The GPS system that has been installed in the trucks seems to be working well. From 8 am – 6 pm there are usually 6 officers on the streets. One Officer and one Tech are performing euthanasia every day at the Shelter.

The open meeting dates for 2013 will be: January 13, April 10, July 10 and October 9.

Dr. Tower expressed concern about monitoring in the euthanasia room. He is concerned about behavior in the room. He would like to know the procedure for the euthanasia of an animal. Mr. Rogers stated he would have this at the next meeting.

Dr. Tower stated that he would like to see weekly rotation of the employees performing euthanasia along with mandatory counseling monthly.

Mr. Rogers stated that at 8:00 am everyday euthanasia workers are assigned. Supervision is provided by regular visits being made by supervisors and vet staff during the time euthanasia is being performed. Mr. Rogers stated he himself checks in on a regular basis.

Dr. Tower asked if a log is kept that different supervisory staff has checked on the room. Mr. Rogers stated there was no log of who has checked in on the euthanasia room. Dr. Tower expressed concern that it was not happening if no log is available.

The meeting was opened to the public for comments.

A motion was made to adjourn the meeting by John Cox. The motion was seconded by Jeanne Chancellor, and the meeting was adjourned.

Respectfully Submitted,

Jeanne Chancellor, Secretary