

**NOTICE OF MEETING  
REGULAR MEETING**

- 1. CALL TO ORDER**
- 2. APPROVAL OF THE AGENDA**
- 3. PUBLIC COMMENTS REGARDING ITEMS ON THE AGENDA**
- 4. RECONSIDERATION**
- 5. SYNOPSIS APPROVAL**
  - A. Approval of the Meeting Synopsis of October 8 and 22, 2015  
Page 3
- 6. VISITORS**
  - A. Homer Police Department to discuss Homer Animal Shelter
- 7. PUBLIC HEARING**
- 8. PENDING BUSINESS**
  - A. Animal Shelter Fee Schedule Page 11
    - i. Proposed Fee Schedule to date
  - B. Animal Shelter Budget Page 17
    - i. 2016 Budget Workbook
  - C. Animal Shelter Contract Page 19
  - D. Volunteerism Page 29
    - i. Letter from Sherry Bess
    - ii. Proposed changes to volunteer guide
  - E. Dog License Educational Pamphlet
  - F. Animal Shelter visit on November 19<sup>th</sup> Page 35
    - i. Shelter Care Checklists
- 9. NEW BUSINESS**
  - A. Preliminary Report to Council Page 87
  - B. OSHA Compliance
- 10. INFORMATIONAL ITEMS**
  - A. Animal Shelter layout Page 89
  - B. Alaska Dispatch News article – 10/19/15 “Troubled Conditions for Village Dogs Prompts Call for Solutions” Page 91
- 11. COMMENTS OF THE AUDIENCE**
- 12. COMMENTS OF CITY STAFF**
- 13. COMMENTS OF THE TASK FORCE**
- 14. ADJOURNMENT NEXT REGULAR MEETING IS SCHEDULED FOR NOVEMBER 19, 2015 AT 5:15**  
beginning with a visit to the Homer Animal Shelter located at 3575 Heath Street and  
continuing at the City Hall Conference Room located at 491 E. Pioneer Ave, Homer, Alaska.



## **Sustainable Animal Control Review Committee**

**October 8<sup>th</sup>, 2015**

### **Members:**

Francis Roberts, William Hutt, Sherry Bess, Casey Moss, Dorothy Sherwood

**Representation by the City of Homer:** Patrick Lawrence, Asst. City Manager.

### **Notes:**

10A. Each member of the newly formed committee introduced themselves and elected Francis Roberts as Chair and Casey Moss as Vice Chair.

10B. Schedule for future meetings to be 5:15 pm on October 22, 2015 and November 5<sup>th</sup> 2015 and will schedule following meetings at next meeting.

10C. Volunteerism – consider the value of volunteer help in the operations of the shelter. This topic was moved down the list at this time to move forward with looking at other topics.

The contract with Sherry Bess to provide the management services of the shelter was then examined.

10D. Fees charged by Sherry to the individual owner if called out to resolve an animal control issue could be increased to \$75 possibly. If an animal is impounded then charging more also for this step.

Understood that the vehicle used by Sherry Bess is her responsibility as the contractor.

Liability insurance is required to be held by all contractors providing services to the City of Homer was confirmed by Patrick Lawrence.

## Appendix A of Contract:

Inspections outlined to happen on a regular basis are not happening as far as members knew. Public Works do come to do repairs as needed using a work order process. Clarification was sought to understand the goal and details of such inspections as mentioned in the contract. On page 12/14 the building safety in terms of security comes under the control of the Homer Police Department.

A more detailed inspection that would address concerns/issues related to health and safety once monthly at the shelter.

Dorothy Sherwood offered to have a staff veterinarian from Homer Veterinary Clinic to do pro-bono monthly visits to help with health and welfare of animals at the shelter and would discuss this with Sherry Bess in more detail.

V11: Fee collections. Discussed the collection of animal control fees and that there is an itemized record etc with cash/check envelope given to HPD monthly. Licensing fees are not been paid by most of the general public was discussed.

D: Donations to the animal shelter are directed to Homer Animal Friends. There is a donation box at the shelter and goes into the HAF Shelter Fund for providing care including veterinary care for the animals. Coastal Animal Care is not a non-profit so cannot accept financial donations which all must therefore pass to HAF.

Non financial donations such as goods and bedding etc do not really become city property as they have a relatively short life span but do help with reducing costs of providing for the animals at the shelter.

## V111: Animal Control Code and Enforcement

Discussion around the prospect of Sherry Bess having Peace Officer status reinstated to allow her to actually issue citations for infractions of Animal Control Code and then attend court hearing if needed would ultimately save time and dollars for the City by reducing need to have HPD go out and issue citation or take time to attend Court hearings. William Hutt said he would follow through with the Chief of Police to see what could be done regarding this role for Sherry.

Licensing fees for animals within the City of Homer were then discussed and suggestions made included making payment of license fees available on-line on City of Homer website and including information regarding licensing with city issues utility bills for example.

Animals from the Kenai Peninsula Borough in the past were not accepted at the shelter but perhaps with increased space at the shelter these animals could be admitted and then fees brought in from this.

BOARDING – placed on next meeting agenda.

Fee increases for all licenses, kennel licenses, impound etc were discussed and placed on next meeting agenda to allow the committee to explore comparable fees from other cities in the area/Alaska.

Actual collection of fees was discussed with very few people in the community understanding that there are licensing laws for pets kept in the city and information and education of the public regarding these fees and then actually putting systems in place to allow people to collect fees would be a worthwhile goal for responsible pet ownership and increasing revenue to support animal control activities.

#### 10C. Volunteerism

Casey Moss outlined HAF Buster program by which volunteers from HAF go to the shelter and work with dogs to increase quality of life and decrease stress at intake and then help match people with a suitable dog for their lifestyle etc which ultimately leads to more successful adoptions and reduced turn ins to the shelter.

Providing enrichment for the cats in the colony room with volunteers.

Dog walking – is there liability issues here.

Currently volunteers at the shelter do not sign any paperwork regarding understanding their role nor any liability waivers nor receive formal training. There are no Standard Operating Procedures in place for the variety of tasks volunteers may be asked to help with either.

Before the next meeting we would find out more about how other shelters organize volunteer support and find out who is liable for any injuries etc to volunteers at the shelter.

The following items were placed on the next meeting agenda:

- Shelter Contract – any additional input into this on review.
- Shelter fees and licensing fees to be discussed in detail.
- Volunteerism especially with regard to liability issues and training of volunteers who can provide support to operations.
- Any new business – adoption process, screening etc.
- Sustainability – look at expense of running a shelter.
- Energy costs and space utilization – are there areas of the actual operation of the shelter that could be looked at.

These are very brief notes made during the course of the meeting. There is audio recording of the complete meeting also available for further clarification and detail.

Dr. Dots Sherwood  
Sustainable Animal Control Review Committee

## Sustainable Animal Control Review Committee

**October 22<sup>th</sup>, 2015**

**Members:** Francis Roberts, William Hutt, Sherry Bess, Casey Moss, Dorothy Sherwood

**Representation by the City of Homer:** Patrick Lawrence, Asst. City Manager.

1. Call to order – 5:15
2. Agenda Approved by Dots, Seconded by Sherry
3. Pat Moss – Directed the committee to look at the Alaska Dispatch News articles printed on Monday the 19<sup>th</sup>.
4. N/A
5. Postponed
6. N/A
7. N/A
8.
  - A. Discussed fee schedule for Kenai, Soldotna, and Anchorage in relation to Homer.

Proposed fees:

| <b>Type</b>                                 | <b>Current</b> |          | <b>Proposed</b> |         |
|---|----------------|----------|-----------------|---------|
| Dog License - Spayed/Neutered (2 yrs)       | 15.00          |          | 25.00           |         |
| Dog License - Nonspayed/Nonneutered (2 yrs) | 75.00          |          | 100.00          |         |
| Kennel License (2 yrs)                      | 150.00         |          |                 |         |
| Replacement fee, lost license               | 6.00           |          |                 |         |
| Rabies Voucher                              | 13.00          |          | 15.00           |         |
| Quarantine at Home                          | 40.00          |          | 50.00           |         |
| Quarantine at Shelter                       | 40 + Boarding  |          | 50 + Boarding   |         |
| Boarding Fee per Day                        | 20.00          |          | 25.00           |         |
| Pick up at Residence for Owner Release      | 25.00          |          |                 |         |
| Owner Turn In                               | 5.00           |          | 25.00           |         |
| Turn in for Euthanasia                      | 15.00          |          |                 |         |
| <br>  |                |          |                 |         |
| Impound Fees                                | Unaltered      | Altered  | Unaltered       | Altered |
| 1st Offense                                 | 35.00          | \$25.00  |                 |         |
| 2nd Offense                                 | 50.00          | \$40.00  |                 |         |
| 3rd Offense                                 | 85.00          | \$75.00  |                 |         |
| 4th Offense or more                         | 100.00         | \$100.00 |                 |         |

- B. Budget overview
- C. Contract – Amendments by suggestion for next meeting
- D. Liability Release – Recommend by Memorandum to Council

Volunteer Guide Review for next meeting

Committee recommends adoption of the liability release by updating Kenai form

9.

- A. Online payment – Recommended but waiting for new system to be put into effect
- B. Limited Enforcement Authority for Sherry – Recommended
- C. Dog License Education/Informational Pamphlet – Research and move to pending
- D. Public Works open to doing inspections for building maintenance if they had a check list and the inspections were brief.

Shelter Visit to help determine check list on November 19<sup>th</sup> at 5:15

Come up with possible check list for next meeting – Dots

- E. In by October 28<sup>th</sup> for November 5<sup>th</sup> meeting  
In by November 11<sup>th</sup> for November 11<sup>th</sup> meeting  
In by November 23<sup>rd</sup> for November 30<sup>th</sup> meeting

10. N/A

11. Unknown – Commend Sherry for all she does

Pat Moss – Charge \$75 for adoption of an animal that has all of its shots and is spayed/neutered

How is the Kennel Fee enforced?

What are common boarding fees?

Clarifying turn in fee is only for owners not people that find a loose dog

Kevyn Jalone – Volunteer at Shelter and Homer Animal Friend Board Member



Volunteer to assist with dog license information pamphlet

Cory Stewart – \$160,000 is approximately .5% of overall city budget

Why does contract need to be amended?

Asking Sherry to do more but not compensating.

Candy Edwards – Fee for license less than fine for not having a license

Sharon Stewart – Agree with Pat Moss charge more for animal that is ready to go.

Sherry is there 365.

Heather Garend(sp?) – Sherry cares about the animals more than anyone else

Shelter means animals are taken care of

12. N/A

13. Sherry – Thanks for coming

Casey – N/A

Will – Thank you all for coming

Dots – Thank you all for coming

We need to remember that this is our community shelter and look to the future

Maybe we should have a body of people to help/support the shelter

Francie – Thank you all

Address contract question brought up by public comments

**Next meeting – November 5<sup>th</sup> at 5:15 pm.**

Submitted by Casey Moss





# City of Homer

[www.cityofhomer-ak.gov](http://www.cityofhomer-ak.gov)

## Administration

491 East Pioneer Avenue  
Homer, Alaska 99603

(p) 907-235-8121 x2222

(f) 907-235-3148

## Memorandum

TO: Sustainable Animal Control Review Committee  
FROM: Patrick Lawrence, Assistant City Manager  
DATE: November 5, 2015  
SUBJECT: Shelter fees

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Casey and Francie have typed up these very useful spreadsheets of shelter fees



## **SUGGESTED FEES FOR ANIMAL SHELTER**

\$75 Adoption Fee for Spayed/Neutered Pet

\$25 Dog License Spayed/Neutered for 2 years

\$100 Dog License Unspayed/Unneutered for 2 years

### Kennel License

\$100 3-5 Dogs

\$200 5-7 Dogs

\$250 8 or more dogs

\$15 Rabies Shot

\$25/Day Boarding Fee

\$50/Day Quarantine Fee in Home or Shelter

### Fine for No License

1<sup>st</sup> offense \$25

2<sup>nd</sup> offense \$50

3<sup>rd</sup> offense \$100

4<sup>th</sup> offense \$300

\$25 Turn In Fee

\$75 Call Out Fee



| Type  | Current       | Proposed        |
|---|---------------|-----------------|
| Dog License - Spayed/Neutered (2 yrs)       | 15.00         | 25.00           |
| Dog License - Nonspayed/Nonneutered (2 yrs) | 75.00         | 100.00          |
| Kennel License (2 yrs)                      | 150.00        |                 |
| Replacement fee, lost license               | 6.00          |                 |
| Rabies Voucher                              | 13.00         | 15.00           |
| Quarantine at Home                          | 40.00         | 50.00           |
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| Pick up at Residence for Owner Release      | 25.00         |                 |
| Owner Turn In                               | 5.00          | 25.00           |
| Turn in for Euthanasia                      | 15.00         |                 |
| Impound Fees                                | Unaltered     | Unaltered       |
| 1st Offense                                 | 35.00         | Altered \$25.00 |
| 2nd Offense                                 | 50.00         | \$40.00         |
| 3rd Offense                                 | 85.00         | \$75.00         |
| 4th Offense or more                         | 100.00        | \$100.00        |

**Kennel License - Number Break Down**

| <b>1</b> | <b>2</b> | <b>3</b> | <b>4</b> | <b>5</b> | <b>6</b> | <b>7</b> | <b>Total</b> |
|----------|----------|----------|----------|----------|----------|----------|--------------|
| 100      | 100      | 100      | 100      | 100      | 100      | 100      | <b>700</b>   |
| 100      | 100      | 100      | 100      | 100      | 100      | 25       | <b>625</b>   |
| 100      | 100      | 100      | 100      | 100      | 25       | 25       | <b>550</b>   |
| 100      | 100      | 100      | 100      | 25       | 25       | 25       | <b>475</b>   |
| 100      | 100      | 100      | 25       | 25       | 25       | 25       | <b>400</b>   |
| 100      | 100      | 25       | 25       | 25       | 25       | 25       | <b>325</b>   |
| 100      | 25       | 25       | 25       | 25       | 25       | 25       | <b>250</b>   |
| 25       | 25       | 25       | 25       | 25       | 25       | 25       | <b>175</b>   |

| <b>1</b> | <b>2</b> | <b>3</b> | <b>4</b> | <b>5</b> | <b>Total</b> |
|----------|----------|----------|----------|----------|--------------|
| 100      | 100      | 100      | 100      | 100      | <b>500</b>   |
| 100      | 100      | 100      | 100      | 25       | <b>425</b>   |
| 100      | 100      | 100      | 25       | 25       | <b>350</b>   |
| 100      | 100      | 25       | 25       | 25       | <b>275</b>   |
| 100      | 25       | 25       | 25       | 25       | <b>200</b>   |
| 25       | 25       | 25       | 25       | 25       | <b>125</b>   |

| <b>1</b> | <b>2</b> | <b>3</b> | <b>Total</b> |
|----------|----------|----------|--------------|
| 100      | 100      | 100      | <b>300</b>   |
| 100      | 100      | 25       | <b>225</b>   |
| 100      | 25       | 25       | <b>150</b>   |
| 25       | 25       | 25       | <b>75</b>    |



**City of Homer  
2016 Operating Budget**

| <b>0165 Animal Control</b>                           |  | <b>Adopted</b>         | <b>Amended</b>         | <b>Draft</b>           | <b>Increase/Decrease</b> |                        |                              |              |
|--|--|------------------------|------------------------|------------------------|--------------------------|------------------------|------------------------------|--------------|
| <b>A/C Num.</b>                                      | <b>Expenditure Categories &amp; Descriptions</b> | <b>12/31/13 Actual</b> | <b>12/31/14 Actual</b> | <b>12/31/15 Budget</b> | <b>12/31/15 Budget</b>   | <b>12/31/16 Budget</b> | <b>From Prior Yr Amended</b> |              |
|  |  |                        |                        |                        |                          |                        | <b>\$</b>                    | <b>%</b>     |
| <b><u>Salaries and Benefits</u></b>                  |  |                        |                        |                        |                          |                        |                              |              |
| 5101   | Regular Employees                                |                        |                        |                        |                          |                        |                              |              |
| 5102   | Fringe Benefits                                  |                        |                        |                        |                          |                        |                              |              |
| 5112   | PERS RELIEF                                      |                        |                        |                        |                          |                        |                              |              |
| 5103   | P/T Employees                                    |                        |                        |                        |                          |                        |                              |              |
| 5104   | Fringe Benefits P/T                              |                        |                        |                        |                          |                        |                              |              |
| 5105   | Overtime   |                        |                        |                        |                          |                        |                              |              |
| 5107   | P/T Overtime                                     |                        |                        |                        |                          |                        |                              |              |
|  | <b>Total Salaries and Benefits</b>               | -                      | -                      | -                      | -                        | -                      | <b>0</b>                     | <b>0.0%</b>  |
| <b><u>Maintenance and Operations</u></b>             |  |                        |                        |                        |                          |                        |                              |              |
| 5202   | Opr Supplies                                     | -                      | -                      | -                      | -                        | 0                      | 0                            | 0.0%         |
| 5203   | Fuel/Lube  | 24,631                 | 8,379                  | 13,200                 | 13,200                   | 13,200                 | 0                            | 0.0%         |
| 5206   | Food/Staples                                     | -                      | -                      | 500                    | 500                      | 500                    | 0                            | 0.0%         |
| 5208   | Equipment Maint                                  | -                      | -                      | 1,000                  | 1,000                    | 1,000                  | 0                            | 0.0%         |
| 5209   | Building & Grounds Maintenance                   | 2,450                  | 2,844                  | 3,000                  | 3,000                    | 3,000                  | 0                            | 0.0%         |
| 5210   | Prof & Spec Svc                                  | 124,818                | 130,889                | 129,880                | 129,880                  | 129,989                | 109                          | 0.1%         |
| 5215   | Communications                                   | 250                    | 293                    | 1,200                  | 1,200                    | 1,200                  | 0                            | 0.0%         |
| 5217   | Electricity                                      | 5,775                  | 6,522                  | 5,750                  | 5,750                    | 5,750                  | 0                            | 0.0%         |
| 5218   | Water  | 905                    | 1,083                  | 1,500                  | 1,500                    | 1,100                  | (400)                        | -26.7%       |
| 5219   | Sewer  | 911                    | 1,152                  | 1,800                  | 1,800                    | 1,200                  | (600)                        | -33.3%       |
| 5220   | Refuse/Disposal                                  | 285                    | 320                    | 500                    | 500                      | 500                    | 0                            | 0.0%         |
| 5221   | Property Ins                                     | 777                    | 749                    | 745                    | 745                      | 745                    | 0                            | 0.0%         |
| 5223   | Liability Ins                                    | 1,158                  | 786                    | 739                    | 739                      | 739                    | 0                            | 0.0%         |
| 5244   | Snow Removal                                     | -                      | -                      | 2,500                  | 2,500                    | 2,500                  | 0                            | 0.0%         |
|  | <b>Total Maint. and Operations</b>               | <b>161,960</b>         | <b>153,017</b>         | <b>162,314</b>         | <b>162,314</b>           | <b>161,423</b>         | <b>(891)</b>                 | <b>-0.5%</b> |
| <b><u>Capital Outlay, Transfers and Reserves</u></b> |  |                        |                        |                        |                          |                        |                              |              |
| 5990   | Transfer to Reserves                             | -                      | -                      | -                      | -                        | 0                      | 0                            | 0.0%         |
|  | <b>Total C/O, Transfers &amp; Reserves</b>       | -                      | -                      | -                      | -                        | -                      | <b>0</b>                     | <b>0.0%</b>  |
|  | <b>Total</b>                                     | <b>161,960</b>         | <b>153,017</b>         | <b>162,314</b>         | <b>162,314</b>           | <b>161,423</b>         | <b>(891)</b>                 | <b>-0.5%</b> |

There are no program changes currently scheduled for Animal Control in 2016. The current contract ends on 1-1-2017 but could be renewed at the existing rate for one additional two year period.



**CITY OF HOMER, ALASKA  
AGREEMENT FOR PROFESSIONAL SERVICES**

This agreement for professional services, dated January 01, 2014 is entered into between the City of Homer, Alaska (hereinafter called the "City"), a municipal corporation, and Coastal Animal Care (hereinafter called "Contractor"), a business organized under the laws of the State of Alaska. Contractor's address is 4142 Mattox Road #12 Homer, AK 99603.

This agreement is for professional services for the operation and management of the Homer Animal Shelter (hereinafter called the "Shelter"). Contractor's primary contact person for purposes of this agreement is Cheryl Bess. The City's primary contact for purposes of this agreement is the Chief of Police or the Chief's Police Department Designee (hereinafter called the "PDC").

**1. Scope of Work**

The scope of work to be performed under this agreement is more completely described in Appendix A, which is incorporated herein by reference.

**2. Compensation**

As compensation for services, Contractor will be paid \$129,988.80, payable monthly in equal installments of \$10,823.40. Contractor will receive additional compensation of \$55.00 per hour for after hour call out that is requested by the Homer Police Department. At the conclusion of each month the Contractor shall submit a monthly invoice to the City and the City shall make payment within two weeks from receipt of the invoice.

The City may by written change order require Contractor to perform additional services; Contractor will not be paid additional compensation for additional services unless a written change order, signed by the PDC and setting forth the additional services and compensation, is approved before the Contractor undertakes such services.

**3. Term**

This agreement is effective for a term commencing 01/01/2014, and ending on 01/01/2017, unless terminated earlier pursuant to paragraph 14 of this Contract, or unless extended as hereinafter provided in paragraph 4.

**4. Renewal Option**

This contract may be extended upon written amendment expressing the mutual agreement of both the City and the Contractor. The renewal shall extend this Contract for not more than one additional 2 year term from the preceding expiration date.

**5. Insurance**

The Contractor will maintain a \$1,000,000.00 comprehensive general liability insurance for claims arising against the activities of the Contractor. The Contractor will add the City as an additional insured under this insurance policy which shall be primary to any policy obtained by the City that provides similar coverage for such activities. Contractor shall provide the City certificates of insurance to show that at all times the required insurance is in place. The City will maintain comprehensive general liability insurance for claims arising against the City concerning the Animal Control Shelter premises.

**6. Worker's Compensation Insurance**

Contractor acknowledges that it must provide worker's compensation insurance for its employees according to Alaska State Law. In the event Contractor hires any employee, Contractor will, prior to the start of employment for any employee, obtain worker's compensation insurance from an authorized worker's compensation carrier and provide proof of such insurance coverage to the City. Thereafter, Contractor shall keep such worker's compensation coverage in effect during the term of this agreement. No worker's compensation insurance policy shall be canceled or allowed to expire without 30 days prior written notice the City.

**7. Hold Harmless and Indemnity**

Contractor shall hold harmless, defend, and indemnify the City and its officers and employees from and against any and all damages, losses, claims, lawsuits, or liability, including attorney's fees and costs, of every kind arising out of loss, damage, or injury, including death, to persons or property sustained by Contractor, its employees, and its volunteers, or any or all of them, from any cause arising out of or in the course of the performance of services under this agreement.

**8. Vehicle**

Contractor will provide a vehicle(s) to perform animal control duties. Vehicle(s) should be clearly identified as "Animal Control", carry automobile liability insurance coverage with policy limits not less than \$300,000 for all owned, non-owned, and hired autos. Contractor will be responsible for all costs associated with vehicle, including fuel and maintenance.

**9. Building and Equipment Owned by City**

All land, buildings, improvements and permanent equipment which are presently in place, or new real property improvements which may be added, shall remain or become the property of the City. Contractor will be liable for the cost of damage to the City's building, improvements and equipment caused by negligence, recklessness, or intentional misconduct of Contractor or its employees.

Should the Contractor fund the implementation of any facility improvement at the request and approval of the City, such facilities shall become the property of the City after completion of a

repayment schedule.

Expendable supplies which are on hand on the day and date of the Contract execution shall be inventoried. The Contractor shall have access to these supplies during the duration of the Contract, but shall maintain the inventory such that at the end of the Contract period, the City inventories shall be replenished for supplies used or substituted, with City approval during the term of the Contract.

The City will require prior approval by the Chief of Police of any real property purchased or donated to the Shelter by the Contractor, Homer Animal Friends or by private donation.

#### **10. Personnel**

The Contractor represents that he has secured or will secure at Contractor's expense all personnel required in performing the services under this Contract. Contractor will furnish the City with names and addresses of all personnel. Contractor shall inspect all work performed by his personnel and ensure that the work meets the standards required by this agreement.

All of the services required hereunder will be performed by the Contractor or Contractors employees under the Contractor's supervision, and all personnel engaged in work shall be fully trained and qualified; and shall be authorized under State and local law to perform such services. Contractor shall remain responsible for all training of employees, and Contractor shall provide them with any required protection/safety gear as specified by current law or regulations; including OSHA requirements. None of the work or services covered by the Contract shall be subcontracted without prior written approval of the City.

The Contractor or any employees of the Contractor shall not be under the influence of alcohol or drugs (any substance considered unlawful under AS 11.71, or the metabolite of the substance) while working in the shelter, on shelter grounds or while on duty. Alcohol or drugs may not be possessed at the Shelter. The Contractor and employees of the Contractor will be required to submit to a breath test or other testing for presence of alcohol or drugs at the request of the PCD if the PCD, or a Homer police officer, has reasonable suspicion that the individual has consumed or is under the influence or is in possession of alcohol or drugs. A positive test result, or refusal to submit to such testing, may result in the City ordering a revocation of the individuals' peace officer status and a permanent or temporary prohibition against the individual's continued presence at the Shelter or continued work under this agreement or both.

#### **11. City Obligations**

The City shall provide the building, be responsible for building and ground maintenance and supplies; utilities to include water, sewer, electricity, heating fuel, dumpster pickup, phone and internet line.

#### **12. Independent Contractor**

This Agreement does not constitute an employment of Contractor by the City. Both parties agree

that Contractor is to remain an independent Contractor for all purposes. Except for those instances specifically provided herein, Contractor shall act independently and shall not be under the control of the City as to the means by which Contractor accomplishes its scope of work. Contractor shall not be treated by the City as an employee in respect of the services rendered hereunder for the purposes of any governmental agency. Consequently, the City will pay no state and federal unemployment taxes and will not withhold social security or federal income tax. Accordingly, Contractor shall be solely responsible for payment of all taxes arising out of Contractor's activities under this Agreement including but not limited to federal income taxes, social security taxes, unemployment insurance, state and local taxes, and all business and professional fees.

**13. Entire Agreement**

This Agreement constitutes the entire agreement between the City and Contractor, and there are no agreements or understandings concerning this Agreement which are not fully set forth therein.

**14. Termination**

**14.1 Termination for Cause.**

If, through any cause, except causes beyond the control of the Contractor, the Contractor shall fail to fulfill in a timely and proper manner its obligations under this Contract, or if the Contractor shall violate any of the agreements or stipulations of this Contract, the City shall have the right to terminate the Contract upon providing written notice ten (10) days before the effective date of such termination.

**14.2 Termination Without Cause.**

The City may terminate this Contract in whole or in part at any time without cause by giving written notice to the Contractor of such termination at least thirty (30) days before the effective date of such termination. In that event, the Contractor will be paid for work satisfactorily completed on the date of termination, less payments of compensation previously paid.

**15. Mediation**

If any dispute arises out of or relates to this agreement, or the breach thereof, the parties shall first meet, confer, and attempt to settle the dispute. If the dispute cannot be settled through such direct negotiations, the parties agree to try in good faith to settle the matter by nonbinding mediation. The parties shall jointly agree on an impartial mediator within 30 days of either party's demand to submit the dispute to mediation and, unless otherwise agreed, the parties will follow the mediator's rules of procedure. If the parties cannot agree on a mediator within 30 days of a demand, and any extensions that may be agreed to by both parties, then either party may initiate mediation to be administered by the American Arbitration Association under its Commercial Mediation Procedures. All costs of mediation, including the mediator's fees and

expenses, will be shared equally by the parties. Each party will bear its own attorneys' fees and costs. Neither party may commence litigation unless and until such matter has been submitted to mediation as required in this section.

**16. Assignment**

The Contractor shall not assign any interest in this Contract and shall not transfer any interest in the same without prior written consent of the City.

**17. Amendment**

This Agreement may be amended only by a written document executed by the parties.

**CITY OF HOMER**

By: 

Marvin Yoder, City Manager

Date Signed: 1-20-2015

**CONTRACTOR:**

Coastal Animal Care

Taxpayer ID #519-62-0023

By: 

Date Signed: 1-20-15

**APPENDIX A**  
**SCOPE OF WORK**

**I. General**

Contractor will operate the Shelter in accordance with the Homer City Code Title 20 and the Humane Society of the United States Standards for the Operation of an Animal Shelter. Contractor will accept cats, dogs, puppies and kittens both from the PDC and the City residents providing the space is available. These animals will receive safe, humane treatment during their stay and if necessary, their disposal. Contractor will determine which animals are to be destroyed. The Animal Shelter shall be managed in such a way to encourage adoptions but the Contractor is required to ensure that space will be available to comply with the intent of Title 20 of the Homer City Code. The intent of this title is to control the running of large animals within the city and to protect the general health, safety and welfare of the citizens of the City with respect to the keeping of animals. The Shelter does not have facilities for and therefore will not accept farm or wild animals.

**II. Management and Operation of Animal Shelter**

The Homer Animal Shelter requires operation 7 days a week for the care of animals. The Contractor shall maintain office and telephone inquiry response hours at the Animal Shelter for the convenience of the public a minimum of Tuesday through Saturday from 12:00 to 5:00 p.m. excluding holidays. The contractor shall notify the PDC of any anticipated changes in operational hours. The City must agree with the Contractors proposed operating hour change prior to the change. The hours of operation for animal care to meet contract specifications will be left to the discretion of the Contractor.

The Contractor will be responsible for all calls and complaints regarding animals from the hours of 8:00 a.m. to 7:00 p.m. Monday through Sunday. Calls between 7:00 p.m. and 8:00 a.m. will be directed to the Homer Police Department. Contractor will respond promptly to call outs requested by the Homer Police Department between 7:00 p.m. and 8:00 a.m. Monday through Sunday. Contractor will provide HPD dispatch current 24-hour contact numbers for personnel who shall respond to call outs.

At a minimum the PDC will conduct monthly inspections of the Homer Animal Shelter. The City may inspect the facilities at any time.

The contractor shall not use the shelter for personal use of any type. No personal property may be stored on the grounds with the exception of the animal control vehicle if it is owned by the contractor. No one is permitted to sleep overnight in the shelter unless prior approval for doing so is obtained from the Chief of Police.



### **III. Animal Care and Feeding Routine**

#### **A. Feeding**

1. Animals will be fed everyday using quality, name-brand chow in a type and quantity suitable to animal type and age.
2. Potable water will be present at all times.

#### **B. Cleaning**

1. All fecal material will be scooped and properly disposed of daily.
2. All "in use" kennels, cages, and runs; food bowls; cat litter boxes; and gutters, aisles, and floors will be cleaned and disinfected daily, with the exception of outside runs when temperatures are below freezing.

#### **C. Veterinarian Care and Euthanasia**

1. At Contractors discretion and cost, emergency care for animals will be provided by a licensed veterinarian.
2. At Contractors discretion and cost, euthanasia will be conducted by lethal injection by a licensed veterinarian or Contractor if Contractor has received certification as an Animal Euthanasia Technician from the National Animal Control Association.

#### **D. Supplies**

Contractor will purchase all supplies required for animal care and cleaning (such as animal food, medicine, kitty litter, etc) and all supplies for janitorial cleaning of the building.

### **IV. Vehicle**

The Contractor will provide an animal control vehicle(s) as needed to fulfill the duties of the Contract. Vehicle should be clearly marked "Animal Control".

The vehicle chosen and it's decals must be approved by the Chief of Police.

### **V. Records**

- A. Incoming paperwork will be prepared for every animal that enters the Shelter. Such paperwork will include all pertinent dates, animal description, final disposition of the animal, prior home (inside/outside city limits) of animals picked up or received.

- B. A monthly animal report will be submitted to the PDC.
- C. An Animal Shelter Standard Operating Procedures (SOP) Manual will be developed within 90 days of contract signing and will be updated annually thereafter. The SOP shall be submitted to the Chief of Police for approval. The SOP shall address shelter and safety procedures for employees and volunteers.

**VI. Animal Adoptions**

The City and the Contractor acknowledge that adoptions are an important aspect to the Shelter. Contractor will use its best efforts to encourage adoptions including working with Homer Animal Friends adoption programs.

**VII. Fee Collections**

- A. During the hours Contractor is at the Shelter Contractor will collect animal drop off, animal adoption, impound, rabies vaccinations and license fees.
- B. Contractor will issue a receipt and keep a careful record of all incoming money.
- C. Contractor will remit to the City on a bi-weekly basis all fees collected and records thereof, and all donations of money, supplies and equipment.
- D. Contractor will meet quarterly with the City's Finance Director or her designee to review financial records including fees collected, donations made to Animal Shelter and payment of any expenses for the Animal Shelter.
- E. The City may audit Contractor's fee collection records at any time upon reasonable notice to Contractor.

*questioning fee # do that* ←

**VIII. Animal Control and Code Enforcement**

The City Manager and PDC will appoint the Contractor and any approved employees the status of Peace Officer for purposes stated in this paragraph. As a Peace Officer the Contractor will respond to calls involving domestic animals, investigate complaints, determine appropriate course of action up to and including impound of animals or issuing citations for violation of Homer City Code Title 20. These services may be performed only by individuals appointed in writing by the City Manager as "peace officers" as defined by AS 11.81.900 (b)(38). The authority of each such peace officer will be limited to the enforcement of Homer City Code Title 20 and may be further limited by the written appointment by the City Manager. Such peace officers shall not have the general authority of police officers and the appointment of any individual may be revoked at any time with or without cause by the Chief of Police.

**IX. Volunteers**

Contractor will coordinate and train volunteers for the Animal Shelter.

**X. Maintenance**

The Contractor will be required to provide janitorial services for the building and to keep sidewalks and doorways free of dirt, debris, ice and snow. Contractor and all of Contractor's employees will abide by reasonable rules established by the City for the safe use and occupancy of the Shelter building and will take all reasonable precautions against damage to the premises.

Initials:

City of Homer: MMR

Contractor: CAB

Attachments: City Code Title 20, Humane Society of the United States Standards for Operation of an Animal Shelter

**ADDENDUM ACKNOWLEDGEMENT**

**RFP OPERATION AND MANAGEMENT  
HOMER ANIMAL SHELTER**

Please include this form with any and all proposers.

- #1 \_\_\_\_\_
- #2 \_\_\_\_\_
- #3 \_\_\_\_\_
- #4 \_\_\_\_\_





# City of Homer

[www.cityofhomer-ak.gov](http://www.cityofhomer-ak.gov)

## Administration

491 East Pioneer Avenue  
Homer, Alaska 99603

(p) 907-235-8121 x2222

(f) 907-235-3148

## Memorandum

TO: Sustainable Animal Control Review Committee  
FROM: Patrick Lawrence, Assistant City Manager  
DATE: November 5, 2015  
SUBJECT: Volunteerism

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Attached is the revised Kenai animal shelter liability waver made to work for the City of Homer and a letter from Sherry Bess regarding the topic.



Dear Francie, Patrick, et al,

One agenda item I would like to address at this next meeting, is the continuing talk of "volunteerism", as it applies to my executing this contract for the City. As Shelter Manager, and sole contractor, for the Animal Shelter, this is a large part of what I do: The interviewing, "hiring," and coordination of a volunteer workforce. We have a core group of dedicated volunteers who have been with me for some time. There is also a rotating pool of folks who maybe only have a few hours a week, but whose contributions are important as well.

While I very much appreciate the offer from Homer Animal Friends to recruit and train volunteers, this is a major part of my job - what I was hired to do - and therefore a responsibility that I will keep for myself for now. Homer Animal Friends is a wonderful resource, one which I will consider more in the coming months in other areas. The HAF "Buster Program" for example has been a valuable program here at the Shelter.

Regarding the 12 pages of volunteer training and safety materials (from the Kenai SOP), much of this is helpful and valuable material. I am looking at this now. I think it could be trimmed a bit for our usage here at the Homer Animal Shelter. But, again, the spirit of this is great, and it will be helpful to pass out something to new recruits. I will plan on bringing a marked up version of this SOP to the next meeting. Something I would be more comfortable with using here with my volunteers.

I look forward to the next meeting with you all. I feel much of what we are discussing is really helpful - the increase of fees, etc - towards making this shelter more sustainable, and more in keeping with the times.

Best,

Sherry Bess  
Shelter Manager  
Homer Animal Shelter





City of Homer Animal Control Shelter Volunteer

**RELEASE OF LIABILITY, HOLD HARMLESS, AND INDEMNITY AGREEMENT**

For and in exchange for my being allowed to volunteer with the City of Homer to offer assistance, care for, and serve the dogs, cats, and/or other animals (the Animals) within the City of Homer Animal Shelter and other valuable consideration I, \_\_\_\_\_(print name), hereby agree to defend, indemnify, and hold harmless and to fully and forever release, discharge, and exonerate the City of Homer, its employees, officers, directors, volunteers, agents, successors, assigns, and all others acting on its behalf (the City) from any and all claims, demands, actions, lawsuits, and controversies of every kind and nature for any and all injuries, death, damages, and/or losses of every kind and nature arising directly or indirectly out of or related in any way to the Animals or to my volunteer work for the City. This Release extends to all such injuries, death, damages, and/or losses whether presently known or unknown, suspected or unsuspected, or disclosed or undisclosed.

I understand that the City makes no representations whatsoever as to the past history of the Animals and whether the Animals are safe. My voluntary participation in Animal care, kennel maintenance, shelter cleaning, and other animal control tasks may result in severe bodily injury, illness (including zoonotic disease), death, and/or property damage of all kinds. These risks are associated with the unpredictable nature of the Animals while handling, feeding, or otherwise providing care to the Animals. ***I recognize and accept all risks associated with, arising out of, or relating to the care and handling of the Animals and unpredictable Animal behavior.***

It is my express intent that this Release of Liability, Hold Harmless, and Indemnity Agreement shall bind myself, the members of my family, and my heirs, assigns, agents, administrators, personal representative(s), and next of kin and that this Agreement shall be deemed to be a release, a waiver, a discharge of liability of the City, a hold harmless agreement, an indemnity agreement, and a covenant not to sue the City. I understand and agree that I will not receive any monetary compensation for any time or services provided to the Homer Animal Shelter. I understand that as a volunteer I am not an employee of the City and may be dismissed as a volunteer at any time for any reason without notice.

***I understand that by signing this Agreement I am giving up substantial legal rights and/or remedies which may otherwise be available to me and to my family.***

**I ACKNOWLEDGE THAT I HAVE READ AND UNDERSTOOD THE ABOVE.**

Volunteer Signature

Date

Parent or Legal Guardian Signature for Volunteer less than 18 Years of Age

Date

|               |  |
|---------------|--|
| Printed Name  |  |
| Full Address  |  |
| Phone Number  |  |
| Date of Birth |  |





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## Memorandum

TO: Sustainable Animal Control Review Committee  
THROUGH: Patrick Lawrence, Assistant City Manager  
FROM: Dots Sherwood  
DATE: November 5, 2015  
SUBJECT: Shelter Check list

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Please review the attached check list for the shelter inspection. Sections 1, 2, 4, 12 are most applicable to our current shelter inspections. This could be a good starting point for the committee when visiting the shelter on Nov 19 and for ongoing shelter inspections.



# Shelter Care Checklists: Putting ASV Guidelines Into Action



This resource is based on the **ASV Shelter Guidelines**, a comprehensive set of recommendations created by the Association of Shelter Veterinarians Shelter Standards Task Force.

## Guidelines for Shelter Care Checklists

These checklists can be used in your shelter to see where you meet or exceed standards, where improvement can be made, and where immediate changes should be implemented. **The first step should be to urgently address and correct any unacceptable practices.** Aside from those immediate changes, implementing change based on the Guidelines should be a gradual and thoughtful process designed to provide maximum benefit for the animals.

**M** **Must:** It is believed that without adherence to this recommendation, the delivery of a minimum level of acceptable or humane care is not possible.

**S** **Should:** A strong recommendation is implied for these standards.

**I** **Ideal:** While these may not be possible in all circumstances, they would certainly enhance care for animals and are ideal for an agency to excel in the animal sheltering field; shelters should strive to meet all ideal practices wherever possible.

**U** **Unacceptable:** No sheltering organization, regardless of its circumstances, should engage in any unacceptable practices, and they must be corrected without delay.

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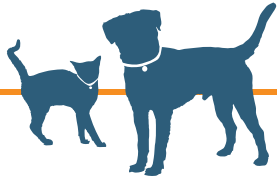
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## Chapter 1

# Management and Recordkeeping

## 1. Establishment of Policies and Procedures

### **M** Must

- Organization has a clearly defined mission with policies, protocols that reflect current information, adequate staff training and supervision and proper management of animal care.
- Policies address resources and legal/contractual obligations of the organization.
- Protocols are developed and written down in sufficient detail to achieve and maintain the standards set by the Association of Shelter Veterinarians and updated as needed to ensure they reflect current industry norms and pertinent legislation.
- All staff and volunteers have access to protocols related to the tasks they will be performing.

### **S** Should

- Veterinarians are integrally involved with the development and implementation of an organizational plan.
- A veterinarian provides expert input on all policies and protocols related to maintenance of physical and behavioral animal health.

### **I** Ideal

- Veterinarians have training or experience in shelter medicine and have knowledge of the particular shelter population they are serving.

Notes:

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## 2. Management Plan

### **M** Must

- Veterinarians have supervision of medical and surgical care of animals.
- There is a clearly defined structure that outlines accountability, responsibility and authority for management within the organization and it is communicated to all staff and volunteers.
- Authority and responsibility are given only to those who have the appropriate knowledge and training.
- When making decisions, each of the following are considered: resource allocation, population health and individual animal welfare.

### **S** Should

- In cases where animal welfare may be compromised, a veterinarian's decision is not overruled.

## 3. Training

### **M** Must

- The skills, knowledge and training to accomplish each task are successfully demonstrated before proficiency is assumed.

### **S** Should

- Continuing education is provided in order to maintain and improve skills.
- Training is documented and maintained.

## 4. Animal Identification and Recordkeeping

### **M** Must

- A unique identifier (e.g. name and/or number) and record is established for each animal upon intake.

### **S** Should

- Identification is physically affixed to the animal (e.g. collar or tag) for the duration of the animal's stay unless this poses a safety risk for the animals or staff.
- Basic elements of a record include: the identifier (name and/or number), the results of microchip scan, microchip number (if present), source of animal, dates of entry and departure, outcome, species, age, gender, physical description (breed and colors) and available medical and behavioral information.





## 2. Primary Enclosure

### **M** Must

- Enclosure is structurally sound and maintained in safe, working condition to properly confine animals, prevent injury, keep other animals out and enable animals to remain dry and clean.
- There are no sharp edges, gaps or other defects that could cause an injury or trap a limb or other body part.
- There are secure latches or other secure closing devices.
- Provides sufficient space to allow each animal, regardless of species, to make normal postural adjustments (e.g. turn freely, easily stand, sit, stretch and move head without touching top of the enclosure). Animals can lie in a comfortable position with limbs extended, move about and assume a comfortable posture for feeding, drinking, urinating and defecating.
- The size of each primary enclosure is sufficient to meet the physical and behavioral parameters described in this booklet.
- Food and water bowls – or suitable alternative receptacles – are provided.
- Animals can sit, sleep and eat away from areas of their enclosures where they defecate and urinate.
- Cats have litter boxes large enough to comfortably accommodate their entire body.
- Crates or cages are not stacked upon each other in a manner that increases animal stress and discomfort, compromises ventilation or allows waste material to fall from the cage above into the cage below.
- Cats have places to hide.
- As the length of stay increases (beyond 1-2 weeks), mentally and physically stimulating spaces are provided.
- Animals who are housed long-term have opportunities to hide, play, rest, feed and eliminate.
- Outdoor spaces are suitably enclosed.
- All animal areas have non-porous surfaces that can be easily disinfected and are durable enough to withstand repeated cleanings – especially important in areas where puppies, kittens and animals who are infectious or newly admitted are housed.

Notes:

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## **S** Should

- To prevent disease transmission, enclosures permit care and cleaning without the need to remove the animals – especially important for recently admitted animals, ill animals and those younger than 20 weeks.
- Cleaning and disinfection are done on a regular basis.
- For in home-based shelters, newly arrived animals are housed in areas of the home (or enclosures within the home) that can be properly and easily sanitized.
- Dogs and cats are able to hold their tails erect when in a normal standing position.
- Animals can see out but have some opportunity to avoid visual contact with other animals.
- Cats have a minimum of 30 cubic feet per cat and more than two feet of triangulated distance between litter box, resting place and feeding area – especially important as length of stay increases.
- The separation between food, urination and defecation and resting areas is maximized for all animals.
- Attention is paid to the habits of each particular animal.
- Elevated resting places are provided whenever possible, especially for cats.
- Soft resting places are available for all animals.
- Cats have high points upon which to perch.
- Cats who are housed long term are allowed access to environments where they can scratch, climb and perch.

## **I** Ideal

- Cats are not restricted to floor level cages since this can cause stress compared to elevated cages.
- Protected indoor-outdoor access is provided for most species.

## **U** Unacceptable

- Wire-mesh bottoms or slatted floors are used for cats and dogs.
- Tethering is used as a means of confinement.
- Cages or crates intended for short-term temporary confinement or travel are used as primary enclosures.

Notes:

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## 4. Heating, Ventilation and Air Quality

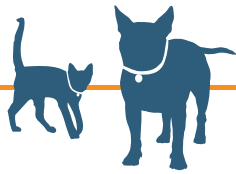
### **M** Must

- Each animal is monitored individually for comfort and to ensure he or she is maintaining proper body temperature.
- To ensure animal comfort and safety, necessary measures are taken when an animal appears to be too hot or too cold.
- Ventilation is maintained to ensure clean air is provided in all areas of the shelter.
- All ventilation systems are adequately maintained.
- Ventilation is accomplished without compromising the maintenance of the animals' body temperatures.

### **S** Should

- Temperature and humidity levels are evaluated at the level of the animal's body within his or her enclosure.
- Per AVMA recommendations for dogs and cats, the ambient temperature is above 60 degrees Fahrenheit and below 80 degrees Fahrenheit, with the relative humidity between 30-70%.
- Air quality is measured at the level of the animals.
- Ventilation rates are adjusted seasonally, if necessary, and are not thermostat-controlled.
- Isolation areas for dogs have separate air circulation from the rest of the facility.
- Cat cages that face each other are spaced more than four feet apart.
- Published guidelines for maximum ammonia exposure are not used to determine proper sanitation as they are written to reflect the hazards to human health and adverse effects on animal production (agriculture).
- Acceptable ammonia levels are less than 2 ppm, and are below this level even before morning cleaning.
- Facility is designed to offer as much natural light as possible.
- When artificial light is used, it closely approximates natural light in both duration and intensity.
- Enclosures are positioned so individual animals can avoid being exposed to excessive amounts of light or darkness.
- Cages are spaced far enough apart to allow ambient light to reflect off the ceiling and floor.
- Light and darkness is provided so that they support the natural (circadian) rhythms of wakefulness and sleep.





## Chapter 3

# Population Management

## 1. Capacity for Care

### **M** Must

- Organization practices active population management, which is one of the foundations of shelter animal health and well-being and is based on an appreciation that capacity to provide humane care has limits for every organization, just as it does in private homes.
- Organization does not exceed its capacity for care.
- Maximum housing capacity is based on the number of animals who can be adequately housed within available primary enclosures.
- Maximum housing capacity is not exceeded.
- Staffing or volunteer work hours are sufficient to ensure that the basic needs of animals in the shelter are met each day.
- The type of care and enrichment provided to sheltered animals is appropriate to the length of stay.
- Adequate staffing is 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.

### **S** Should

- Expected demand for critical points of service is 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).

### **I** Ideal

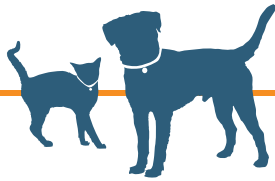
- Shelter maintains its populations below maximum housing capacity to allow for daily intake as well as more flexibility when choosing appropriate enclosures for each animal.

### **U** Unacceptable

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







## Chapter 4

# Sanitation

## 1. Cleaning and Disinfection

### **M** Must

- Sanitation protocols are revised as needed during an outbreak in order to address specific pathogens.
- When developing sanitation protocols, considerations include an assessment of the facility, animal population, training, equipment and procedures.
- Protocols are based on current knowledge and recommendations developed specifically for animal shelters and include specific methods and agents for achieving the goal of both cleaning and disinfection.
- Enough staff is assigned to complete sanitation tasks promptly so animals spend the majority of their time in sanitary conditions.
- Detergents and degreasers are used as needed to maintain clean surfaces free of visible dirt and debris.
- The disinfectants that are used are effective under the conditions present in a given environment and with demonstrated activity against pathogens for which the animals are at risk.
- Sanitation protocols include A) Removal of gross organic matter B) Pre-cleaning of surfaces with a detergent or degreaser C) Application of a disinfectant at the correct concentration and for sufficient time rinsing and drying.
- When water or cleaning and disinfecting products are sprayed in or near primary enclosures, animals are removed from the cage or kennel or separated from the area being cleaned by guillotine doors.
- When mopping cannot be avoided (e.g. when hosing is not possible), a disinfectant with good activity in the presence of organic matter is used.
- Sanitation protocol addresses proper hygiene of shelter staff, volunteers and visitors; includes information about who is responsible for ensuring sanitation compliance, shelter sanitation signage and hand sanitation.
- Sinks are equipped with soap and disposable paper towels.
- Garments are changed after handling an animal with a diagnosed or suspected serious illness such as parvovirus.
- Transport cages, traps and vehicle compartments used for animals transport are thoroughly disinfected after each use.

- All clothing and bedding used at the shelter is laundered and thoroughly dried before reuse.
- Food and water bowls are disinfected prior to use by a different animal.
- When dishes are sanitized by hand, they are thoroughly washed and rinsed prior to disinfection.
- Litter pans and dishes are not cleaned at the same time in the same sink.

## **S** Should

- Cleaning results in a visibly clean surface (though it may not remove all of the harmful pathogens).
- In the event of a disease outbreak, sanitation protocols and practices are reviewed to determine if there are problems with the products or practices.
- Products that have not been independently validated against unenveloped viruses and other pathogens of concern are not solely used for disinfection.
- The facility is cleaned in order of animal susceptibility to disease and potential risk to the general population, starting with the most susceptible animals and ending with those who carry the highest risk of transmitting infectious disease.
- In general, the order of cleaning and care, from first to last, is A) healthy puppies and kittens and healthy nursing bitches and queens, B) healthy adult animals and C) unhealthy animals.
- Separate cleaning supplies are designated for each area of the shelter.
- Appropriate protective clothing is used in each area and removed before proceeding to care for other animals in the population.
- Mopping is avoided if possible, but if it is done, mop water used in one housing area is not used in another area.
- Care is taken when mixing cleaning products to prevent the mixture from being ineffective or even toxic.
- Housing for recently admitted or ill animals and those who are younger than 20 weeks is designed to permit cleaning without extensive handling of the animal or removal to an area that has not been sanitized.
- Animal housing areas are designed to withstand the spraying of water and cleaning fluids and have adequate drainage.
- Hand sanitation is one of the best ways to prevent disease transmission and is used before and after handling animals and fomites (objects that can transmit disease, including clothing, toys, food bowls, etc.)
- Sinks are available in all animal housing and food preparation areas.
- Hand sanitizer dispensers are provided in all animal handling areas.
- Hand sanitizers are not relied upon as the sole means of hand sanitation because they are ineffective against some of the most dangerous pathogens found in shelter settings.

- Hand sanitizers are only used on hands that appear clean and contain at least 60% alcohol.
- Protective garments are worn during cleaning or other intensive animal-handling activities and changed before going on with other activities of the day.
- Fresh protective garments are worn when handling vulnerable populations, including puppies and newly admitted animals.
- All equipment that comes in contact with animals, including cleaning supplies, is either readily disinfected or discarded after use with a single animal.
- Items that cannot be readily disinfected are avoided, especially during periods of disease outbreak and for animals who appear ill.
- Mobile equipment such as rolling trash cans, shopping carts and food or treatment carts may also serve as fomites and are sanitized accordingly.
- Scratched or porous surfaces are not used because of the difficulty or impossibility of completely disinfecting them.
- Organic debris is removed from articles prior to laundering.
- Articles that are heavily soiled are laundered separately or discarded.
- Bedding and other materials that are heavily contaminated with durable pathogens, such as parvovirus, are discarded to prevent the risk of further spreading the disease.
- Food and water bowls are kept clean.
- Automatic watering devices and water bottles are not used if they cannot be disinfected before being used by another animal.
- If unenveloped viruses, such as parvo, are a problem, a disinfectant is applied to the dishes before or after going through the dishwasher.
- During periods of outbreak, sinks are thoroughly disinfected between uses.
- Isolation and quarantine areas are restricted to a small number of shelter staff.
- The transport of sick animals through the shelter – especially from intake areas to holding or euthanasia areas – is planned to minimize the spread of disease.
- Floors and other surfaces are immediately sanitized after contact with urine, feces, vomit or animals known or suspected to have infectious diseases.
- Footbaths are not relied on for preventing infectious disease since they are inadequate for this purpose.
- Dedicated boots that can be disinfected or disposable shoe covers are used in contaminated areas.
- Access to areas that cannot be disinfected are restricted to animals who appear healthy, have been vaccinated and dewormed and are five months or older.
- Standing water is not allowed to accumulate in areas around the shelter.

### **I** Ideal

- Sanitation protocols are developed and periodically reviewed in consultation with a veterinarian experienced in shelter medicine.

### **U** Unacceptable

- Kennels or cages are sprayed down while animals are inside.
- Animals walk through footbaths.

## 2. Other Cleaning

### **M** Must

- Outdoor areas around the shelter must be kept clean (recognizing it is impossible to disinfect gravel, dirt and grass).
- Feces are removed from outdoor areas a minimum of once a day.

### **S** Should

- All foster caregivers are trained to minimize contamination of their homes by confining newly arrived animals or those showing signs of illness in areas that can be readily disinfected.

### **I** Ideal

- Feces are immediately removed from outdoor areas.

## 3. Rodent/Pest Control

### **M** Must

- Solutions to rodent and pest problems are humane, safe and effective.

### **S** Should

- All food is kept in sealed bins or containers that are impervious to rodents and insects.
- Food is removed from runs at night if rodents and/or insects are a problem.

### **I** Ideal

- Food and water receptacles are cleaned in an area separate from litter boxes or other items soiled by feces.



## 2. Veterinary Relationship and Recordkeeping

### **M** Must

- Medications and treatments are only administered with the advice of a veterinarian or in accordance with written protocols provided by a veterinarian, and all drugs are dispensed in accordance with federal and state regulations.
- Documentation is made of all medical care rendered to each animal.

### **S** Should

- All health care practices and protocols are developed in consultation with a veterinarian, ideally one familiar with shelter medicine.
- A formal relationship with a veterinarian is in place to ensure that those responsible for daily animal health care have the necessary supervision and guidance.
- Whenever possible, a medical and behavioral history is obtained from owners who relinquish animals to the shelter.
- All medical information is provided in written form with the animal at the time of transfer or adoption.

### **I** Ideal

- Records include each animal's date of entry, source, identification information, a dated list of all diagnostic tests, including test results, treatments (medications with drug dose and route of administration) and procedures and immunizations while in the care of the shelter.

## 3. Considerations at Intake

### **S** Should

- Each animal's individual health status is evaluated and monitored beginning at intake and regularly thereafter.
- A medical history, if available, should be obtained from the owner at the time of surrender.
- Any available information is solicited when stray animals are impounded.
- Each animal receives a health evaluation at intake.
- Intake evaluations are documented in the medical record.
- Every attempt is made to locate an animal's owner, including careful screening for identification and microchips at time of intake.
- Intake health evaluations include scanning multiple times for a microchip using a universal scanner.

- Beginning at intake, animals are separated by species, age and by their physical and behavioral health status.
- Since young animals are more susceptible to disease, they are provided with greater protection from possible exposure.
- Healthy animals are not housed or handled with animals who have signs of illness.

### **I** Ideal

- Surrender history is obtained by interview, or by written questionnaires if not.
- Animals receive parasite prevention on entry and regularly throughout their shelter stay.

## 4. Vaccinations

### **M** Must

- Vaccines are considered to be vital lifesaving tools and are used as part of a preventive shelter health care program.
- Vaccine strategies are specifically tailored for the shelter because of the higher likelihood of exposure to infectious disease, the likelihood of exposure to infectious disease, the likelihood that many animals entering the shelter are not immune and the potentially life-threatening consequences of infection.
- Vaccine protocols are customized for each facility.
- Animals are vaccinated with core vaccines at or prior to intake.
- Puppies and kittens are re-vaccinated at 2- to 3-week intervals for the duration of their shelter stay or until they are over 18-20 weeks.
- Protocols for managing adverse reactions are provided by a veterinarian and required treatments are accessible.

### **S** Should

- Specific vaccination protocols are tailored for each program with the supervision of a veterinarian.
- Animals are vaccinated against rabies when a long-term stay is anticipated, when risk of exposure is elevated or when mandated by law—at a minimum, animals are vaccinated for rabies at or shortly following their release from the shelter.
- A veterinarian supervises training on proper vaccine storage and administration and treatment of vaccine reactions.
- The location for injection of a specific vaccine follows administration site guidelines.
- Records are kept of any immunizations provided while in the care of the shelter

## 5. Emergency Medical Plan

### **M** Must

- An emergency medical plan is in place.
- The emergency medical plan ensures that animals can receive proper veterinary medical care and pain management promptly or be humanely euthanized by qualified personnel as permitted by law.

### **S** Should

- Staff are trained to recognize conditions that require emergency care.

## 6. Pain Management

### **M** Must

- Pain is recognized and treated to alleviate suffering.
- It is generally assumed that if a procedure is painful in human beings, then it must also be painful in animals.
- Analgesia is an appropriate strength and duration to relieve pain.
- Animals must be reassessed periodically to provide ongoing pain relief as needed.
- When adequate pain relief cannot be achieved, transfer to a facility that can meet the animal's needs or humane euthanasia must be provided.

### **S** Should

- Treatment (pharmacologic and non-pharmacologic approaches to pain) is supervised by a veterinarian.
- When pain can be anticipated, analgesia is provided preemptively.

### **U** Unacceptable

- Treatment for pain is not provided.

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## 7. Parasite Control

### **M** Must

- All dogs and cats are dewormed for roundworms and hookworms before leaving the shelter.

### **S** Should

- The parasite control program is designed with the supervision of a veterinarian.
- Animals receive treatment for internal and external parasites common to the region and for any obvious detrimental parasite infection they are harboring.
- Treatment and prevention schedules are guided by parasite lifecycles and surveillance testing.

## 8. Monitoring and Daily Rounds

### **M** Must

- Rounds are conducted at least once every 24 hours by a trained individual in order to visually observe and monitor the health and well-being of every animal.
- Any animal who is observed to be experiencing pain, suffering, distress, rapidly deteriorating health, life-threatening problems or suspected zoonotic medical conditions is assessed and appropriately managed in a timely manner.
- Animals are provided with appropriate grooming and/or opportunities to exhibit species-specific behaviors necessary for them to maintain normal healthy skin and hair coat or feathers.

### **S** Should

- Monitoring includes food and water consumption, urination, defecation, attitude, behavior, ambulation and signs of illness or other problems.
- Monitoring takes place before cleaning.
- For animals housed in groups, monitoring also takes place during feeding time.
- When apparently healthy animals remain in care for longer than one month, exams that include weight and body condition score are performed and recorded by trained staff on at least a monthly basis. Veterinary exams are performed twice each year or more frequently if problems are identified.
- Geriatric, ill or debilitated animals are evaluated by a veterinarian as needed.
- Monitoring should include checking for appropriate grooming and/or bathing, since it is an essential component of animal health.

## 9. Nutrition

### Must

- Fresh, clean water is accessible to animals at all times unless there is a medical reason for water to be withheld for a prescribed period of time.
- Food that is consistent with the nutritional needs and health status of the individual animal is provided.
- Food is fresh, palatable, free from contamination and is of sufficient nutritional value.
- Uneaten food is discarded after 24 hours.
- Food that has been offered to an animal and remains uneaten is not offered to another animal.
- Healthy adult dogs and cats are fed at least once per day.
- Healthy puppies and kittens are fed small amounts frequently or have food constantly available through the day.
- Food intake is monitored daily.
- Animals displaying inappetance or extreme weight loss or gain are evaluated by a veterinarian and treated as necessary.
- Food and water is provided in appropriate dishes that are safe, sufficient in number and of adequate size.
- Animals who guard food or prevent access by cage mates are housed or fed separately.
- If automatic devices or drinking bottles are used, they are disinfected between uses.
- A schedule of regular sanitation is followed for all food and water containers.
- Food preparation and storage areas are easily sanitized and maintained in clean condition.

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## **S** Should

- Water is changed daily and whenever it is visibly soiled.
- Food in animal enclosures is examined regularly to ensure it is free of debris and not spoiled.
- If food is not offered to cats all day, at a minimum they are offered food twice daily.
- Debilitated underweight, pregnant and lactating animals receive more frequent feedings to support increased metabolic needs.
- Veterinary input is sought when developing a feeding protocol.
- Animals are weighed and body conditions are assessed routinely.
- Each animal is fed to meet individual needs and prevent excessive gain or loss of body weight.
- The location of food and water containers allows easy observation, access for cleaning and filling and prevents contamination from litter, feces and urine.
- If automatic devices or drinking bottles are used, they are examined daily to ensure proper function and cleanliness.
- Supplies of food are stored in a manner to prevent spoilage and contamination.
- Food is not fed to animals after the expiration date.
- Toxic substances and vermin are kept out of contact with food, food storage and preparation areas.
- Stored food is clearly labeled if removed from the original packaging.

## **I** Ideal

- A consistent diet is fed to all animals, rather than a variety of products.
- Dogs are fed twice daily and cats are fed multiple small meals or encouraged to forage throughout the day.

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## 10. Population Well-Being

### **M** Must

- Shelter medical staff regularly monitor the status of individual animals and the population as a whole.
- Animal health plans are reviewed in response to changes observed in animal health, illness or deaths.

### **S** Should

- In addition to tracking trends related to specific health problems, a periodic review of the rate of illness (morbidity) or deaths (mortality) is conducted.
- After entry to the shelter, non-euthanasia deaths represent only a very small proportion of animal intakes.

### **I** Ideal

- Shelters monitor and assess frequency of specific problems, set realistic goals, develop targeted strategies and monitor effectiveness of medical health programs.

## 11. Response to Disease and Illness

### **M** Must

- Response to disease and illness is considered an integral part of the shelter health program.
- When isolation is impossible or inadequate to control transmission of the particular pathogen, the shelter weighs consequences of exposure of the general population against euthanasia.
- When a specific pathogen has not been identified, a risk assessment is performed.
- Animals with a suspected infectious disease are isolated until diagnosis or subsequent treatment determines them to be a low risk to the general population.
- During an outbreak, physical separation is established between exposed, at-risk and unexposed animals or groups of animals.
- Shelter makes sure that all federal, state and local laws are followed concerning reportable diseases.
- Depopulation is viewed as a last resort after all other options are fully examined, and includes considering disease transmission, morbidity, mortality and public health.

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## **S** Should

- A disease response plan includes measures to minimize transmission to unaffected animals or people and ensures appropriate care of the affected animal.
- The facility has a means of providing isolation.
- Even animals with mild clinical signs of contagious disease are not housed in the general population.
- In the event of severe or unusual conditions or outbreaks of infectious disease, diagnosis or identification of specific pathogens is sought.
- When an animal dies from unexplained causes, a necropsy along with histopathology is performed.
- Protocols to define and manage common clinical illnesses based on clinical signs are developed and used in consultation with a veterinarian.
- Protocols detail the expected course of the disease and response to treatment.
- Veterinary input is sought when disease or response to treatment does not follow the expected course.
- Animal handling and foot traffic is limited when dealing with sick animals.
- In response to an outbreak, protocols are reviewed to ensure that measures are effective shelter-wide against the pathogens of concern.
- Animals are monitored for signs of disease during an outbreak at least twice a day.
- Shelter avoids returning recovered or exposed animals to the general population while there is significant risk that they may transmit disease to other animals.
- When releasing a sick or infectious animal from the shelter, full disclosure should be made to the person or organization receiving the animal.

## **I** Ideal

- Animal movement stops until a targeted control strategy is implemented.

## **U** Unacceptable

- Shelter allows animals with severe infectious disease to remain in the general population.

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## 12. Medical Treatment

### **M** Must

- The legal status of an animal never prevents treatment to relieve suffering (which may include euthanasia if suffering cannot be alleviated).
- Shelter has specific protocols to provide immediate care when legal status is an issue.
- Medical decisions balance both the best interest of the individual animals requiring treatment and the shelter population as a whole.
- Those providing treatment have the necessary training, skills and resources to ensure treatment is administered correctly and safely.

### **S** Should

- Treatment decisions are based on a number of criteria, including the ability to safely and humanely provide relief, duration of treatment, prognosis for recovery, the likelihood of placement after treatment, the number of animals who must be treated and the expense and resources available.
- Shelter has a clear policy for handling disease problems that may develop after adoption.
- Adopters or those taking animals from the shelter are informed about the presence of any disease or condition known to be present at the time of adoption and provided a copy of any treatment records.
- Medication protocols for management of common diseases are provided to staff and developed in consultation with a veterinarian.
- All treatments are documented.
- Antibiotic selection and dosing are specific to the infection and animal being treated, and when possible, based on appropriate diagnostics.
- Shelter follows published guidelines for antimicrobial use in companion animals.

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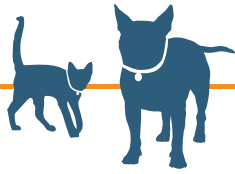
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## Chapter 6

# Behavioral Health

## 1. General

### **M** Must

- Shelter takes into consideration the behavioral care of each animal as well as the conditions experienced by the entire population.

## 2. Considerations on Intake

### **M** Must

- All incidents or reports of a history of aggressive behavior along with the context in which they occurred are recorded as a part of an animal's record.
- Care is given to minimize stress during intake.

### **S** Should

- A thorough behavioral history and the reason(s) for relinquishment are obtained at the time of intake.
- Any available information about stray animals is solicited when they are impounded.
- The history is used to alert staff to the presence of potential problems, such as aggression or anxiety, and to inform staff of any individual needs so that proper care can be provided for the animal.

### **I** Ideal

- Information and history of animals is obtained by interview. If not, written questionnaires are used as an acceptable second choice.

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## 3. Behavior Evaluation

### **M** Must

- Assessment of an animal's behavior begins at the time of intake.
- Staff is trained to recognize body language and other behaviors that indicate animal stress, pain and suffering as well as those that indicate successful adaptation to the shelter environment.
- Animals are monitored daily in order to detect trends or changes in well-being and respond to their behavioral needs.
- If many animals are displaying signs of unrelieved stress, steps are taken to improve the shelter's stress reduction protocols.
- For humane reasons, long-term confinement is avoided for feral animals and for those who remain markedly stressed/fearful and are not responding to treatment/behavioral care.
- Staff performing behavior evaluations receives adequate training in performance, interpretation and safety.
- An overall behavior assessment considers all of the information gathered about the animal, including history, behavior during shelter stay and formal evaluation.

### **S** Should

- Shelter is aware that animal histories provided, although important, may be either incomplete or inaccurate.
- During intake procedures, particular care is taken not to place cats within spatial, visual or auditory range of dogs.
- Behavioral problems that require intervention or affect how an animal can be safely handled are noted at the time of intake and entered into the animal's record.
- Actions are taken to respond promptly to behavioral needs.
- Each animal's behavior is assessed on an ongoing basis throughout the shelter stay.
- Staff records their behavioral finding each day.
- Organizations that develop their own evaluation consult with a veterinarian or behaviorist familiar with the science and theory of behavior assessment.
- A standardized behavior evaluation form is used and each evaluation is documented.
- Formal behavioral evaluations do not necessarily invalidate information provided by the owner or observations made during staff interactions with an animal.
- Cats are assessed by observing behavior and interacting with the cat to help enhance in-shelter care.



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## **I** Ideal

- A systematic behavioral evaluation is performed on all animals prior to re-homing or other placement.

## 4. In-Shelter Care

### **M** Must

- Even short-term housing meets the minimum behavioral needs of animals, providing separate areas for urination/defecation, feeding and resting and sufficient space to stand and walk several steps and sit or lie at full body length.
- Animals are provided regular social contact, mental stimulation and physical activity.
- For animals who are housed short-term and with unknown health backgrounds, social interaction is balanced with infectious disease control.
- When animals must remain confined for health or behavioral reasons, positive social interaction is still provided without removing the animal from the enclosure.
- A high priority is placed on ensuring proper socialization of young puppies and kittens.
- For puppies and kittens housed in a shelter, socialization is balanced with infectious disease control.
- Training methods are primarily based on positive reinforcement in accordance with current professional guidelines.
- For long-term shelter stays, appropriate levels of additional enrichment are provided on a daily basis.
- Alternatives to traditional cage housing are provided for any animal staying in the shelter long-term.
- Cats are allowed an opportunity to exercise and explore in a secure, enriched setting.
- Dogs are provided with daily opportunities for activity outside of their runs for aerobic exercise.
- Any animal who is observed to be experiencing mental suffering, distress or behavioral deterioration is assessed and appropriately treated in a timely manner or humanely euthanized.

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- Practices (behavior modification) adhere to the well-described scientific principles of animal behavior and learning, including positive reinforcement, operant conditioning, systematic desensitization and counter-conditioning.
- Sufficient resources are available to provide appropriate care if behavioral modification is attempted.
- Staff understands that behavior modification techniques are generally labor-intensive and time-consuming and that they must be applied consistently over a period of time in order to be successful.

## **S** Should

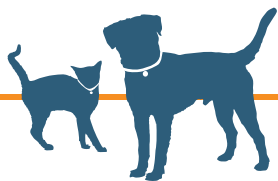
- Prey species are housed away from predatory species at all times.
- Cats are physically separated from the sight and sound of dogs.
- Regular daily schedules of care are followed.
- Scheduling daily positive events is a priority.
- Lights are turned off at night and on during daytime hours.
- Enrichment is given the same significance as other components of animal care, such as nutrition and veterinary care, and is never considered optional.
- Animals receive some type of positive social interaction outside of the activities of feeding and cleaning on a daily basis.
- Socialization is provided by workers or volunteers wearing clean protective clothing in an environment that can be fully disinfected between uses.
- Precautions are taken to ensure that disease transmission and stress are minimized.
- Animals who are housed long-term are spayed and neutered.
- Enrichment is provided for animals while in their enclosures through opportunities for play.
- Animals believed to be dangerous are not re-homed.

## **I** Ideal

- Shy, poorly socialized, feral and geriatric cats – or any animal who is showing signs of stress – are housed in separate, calm, quiet areas beginning at intake.
- Caregivers are assigned to care for the same animals on a regular basis.

## **U** Unacceptable

- Animals confined on a long-term basis, including feral or aggressive animals, are stressed during basic care, daily enrichment and exercise.
- The use of physical force as a punishment or in anger is utilized for behavior modification.



## Chapter 7

# Group Housing

## 1. Facilities

### **M** Must

- For group housing of cats, a variety of elevated resting perched and hiding places are provided to increase the size and complexity of the living space.
- Sufficient resources (e.g. food, water, bedding litter boxes and toys) are provided to prevent competition or resource guarding and ensure access by all animals.

### **S** Should

- The size of the enclosure is large enough to allow animals to express a variety of normal behaviors.

## 2. Selection

### **M** Must

- Animals are not housed in the same enclosure simply because they arrived on the same day or because individual kennel space is insufficient.
- Unrelated or unfamiliar animals are not combined in groups or pairs until after a health and behavior evaluation is performed.
- If group housing is utilized short-term for intact animals, they are separated by gender.
- Animals who are not socialized to other animals well as those who actively bully other animals are not grouped with other animals.
- Animals who have engaged in fighting with one another are not grouped together.
- Caution is used when attempting to include any animal with a history of fighting in a group.
- When placing single orphaned kittens and puppies with an alternate mother, with or without a litter, risks and benefits to health and behavior for all animals is weighed.

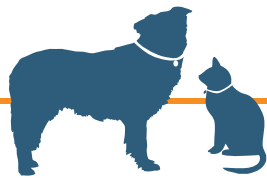
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## Chapter 8

# Animal Handling

## 1. General

### **M** Must

- Handling is as humane as possible and appropriate for the individual animal and situation.

### **S** Should

- The minimal amount of physical restraint needed to accomplish the task without injury to people or animals is used.
- When physical restraint is necessary to avoid human injury or injury to an animal, it is of the least intensity and shortest duration possible.

## 2. Restraint

### **M** Must

- Adequate training is key to limiting the use of unnecessary force during handling and must be provided to anyone who will be handling animals.

### **U** Unacceptable

- Physical force is used as a punishment or in anger.

## 3. Location and Timing

### **M** Must

- Handling methods prevent escape.

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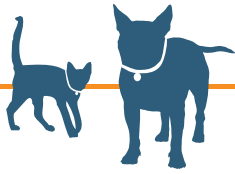
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## Chapter 9

# Euthanasia

## 1. General

### **M** Must

- Each individual animal is treated with respect.
- Any euthanasia method used quickly induces loss of consciousness followed by death and ensures the death is as free from pain, distress, anxiety or apprehension as possible.
- Euthanasia method is reliable, irreversible and compatible with the species, age and health status of the animal.
- The identity of each animal to be euthanized is determined with certainty beforehand, including scanning multiple times for a microchip using a universal scanner and verifying that the animal is properly designated for the procedure.
- An assessment is made of each animal's size, weight and temperament so the appropriate drug dose, needle, syringe and restraint method can be used.
- Safety of the personnel and the emotional impact of euthanasia are considered.

### **S** Should

- A veterinarian with appropriate training and expertise for the species involved is consulted to ensure that proper procedures are used.
- Procedures are in place to prevent and address compassion fatigue throughout the organization.

### **U** Unacceptable

- Agents and/or methods unacceptable to the AVMA Guidelines on Euthanasia are used.

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## 2. Euthanasia Technique

### **M** Must

- Sodium pentobarbital is not injected by any non-vascular route.
- To avoid causing any undue stress and anxiety, the least amount of physical restraint necessary to perform the procedures safely is used.
- Euthanasia method is quick, painless and does not cause distress.
- Carbon monoxide is not utilized as a euthanasia method because any gas that is inhaled must reach a certain concentration in the lungs before it can become effective and this can create a haphazard euthanasia experience that can be prolonged, painful and ineffective.
- Death is verified by multiple methods by trained staff before disposing of any animal's body.
- Because lack of a palpable pulse does not confirm that the heart has stopped, cardiac standstill is confirmed with a stethoscope or visual verification.

### **S** Should

- IP injections of a pure sodium pentobarbital solution free of additional drugs or additives are used only for cats, kittens and small puppies.
- In dogs and cats, oral dosing of sodium pentobarbital is reserved for use in animals who cannot be safely approached, trapped or handled.
- Regardless of the route of administration, whenever progression to death is prolonged, an additional injection of sodium pentobarbital is given.
- Pre-euthanasia drugs are administered to animals who are aggressive, severely distressed or frightened.
- Veterinary guidance is used for selection of pre-euthanasia drugs.
- After the animal loses consciousness, the absence of the following is confirmed: papillary and corneal reflexes, toe withdrawal, pulse, respiration and heartbeat.

### **U** Unacceptable

- Intra-cardiac injections are used even when it has not been verified that the animal is unconscious, comatose or anesthetized (i.e. lack of deep pain/toe withdrawal reflex).
- Carbon monoxide is used as a method to euthanize dogs and cats even though there are multiple humane, operational and safety concerns.
- Agents that induce convulsions prior to loss of consciousness are used.



### 3. Environment and Equipment

#### **M** Must

- Euthanasia equipment includes a table that can be readily disinfected, a good light source, a universal microchip scanner, hair clippers, stethoscope, a variety of needles and syringes, muzzles and restraint equipment.
- Staff performing euthanasia wears protective garments, which are removed before going on to other animal care duties.

#### **S** Should

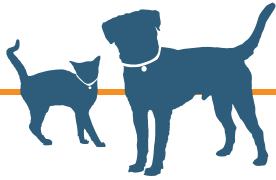
- A separate room is designated for euthanasia in a quiet area away from the main pattern of foot traffic, to minimize distractions and interruptions.
- The room used for euthanasia has adequate lighting and is large enough to comfortably accommodate the equipment, two to three staff members and the animal being euthanized.
- Only people directly involved in euthanasia are in the room when the procedure is being performed.
- Scales for accurate weighing are available.
- A new needle is used for each animal.
- The euthanasia surface is cleaned before every procedure.
- The euthanasia room and equipment are cleaned and disinfected after every euthanasia period.
- Animals are not permitted to observe or hear the euthanasia of another animal, nor permitted to view the bodies of dead animals – with the exception of puppies and kittens. When selected for euthanasia, mother animals are euthanized prior to their offspring with the puppies and kittens euthanized immediately afterward.

### 4. Record-Keeping and Controlled Substances

#### **S** Should

- A record log is kept documenting each animal's identification, amount of euthanasia solution and pre-euthanasia drugs received, dispensed and remaining, as well as the identity of the person performing the euthanasia.
- All drug records are maintained in accordance with federal, state and local regulations.
- All controlled drugs are kept secured in a manner consistent with state and federal regulation.





## Chapter 10

# Spaying and Neutering

## 1. General

### **M** Must

- Consideration is given to individual animal health or circumstances when it comes to creating the need for an exception to the required spay/neuter policy.

### **S** Should

- Shelter policy requires that cats and dogs who are adopted into homes be spayed or neutered.
- When prompt pre-placement surgery is not available and other spaying or neutering programs (e.g. vouchers) are implemented, there is an effective follow-up to confirm that the surgery has been completed.

### **U** Unacceptable

- Shelter animals are allowed to breed.

## 2. Veterinary Medical Guidelines

### **M** Must

- Spaying or neutering surgery is performed by veterinarians or veterinary students under the direct supervision of a veterinarian in compliance with all legal requirements.
- Medical records are prepared for every patient indicating the surgical procedure and anesthesia administered.
- All controlled substances are maintained in accordance with DEA requirements.
- A veterinarian makes the final decision regarding acceptance of any patient for surgery based on a physical examination and medical history (if available) as well as the capacity of the surgery schedule.
- A veterinarian weighs the risks and benefits of spaying and neutering patients with mild infectious or non-infectious medical conditions.

### **S** Should

- Patients undergoing elective surgery are in good health and free from signs of infectious or other disease.

### 3. Surgery and Anesthesia

#### **M** Must

- Appropriate housing is provided for each animal before and after surgery.
- Enclosures are secure and provide a flat surface that is clean, dry and warm with adequate space for the animal to turn around, while allowing for safety at various stages of sedation and anesthesia and good visibility for staff.
- When surgery is being performed, the operating area is dedicated to surgery and contains the necessary equipment for anesthesia and monitoring.
- Infectious disease control is practiced to prevent disease transmission among patients.
- Aseptic surgical technique is required and separate sterile instruments are used for each patient.
- Patients are monitored by trained personnel.
- Plans are in place to handle any emergency that might occur.
- In the post-operative period, care is taken to provide patients with a smooth transition from the anesthetized state.
- Patients are evaluated immediately prior to release and clear instructions (written and verbal) for post-operative care are provided.
- Policies for managing complications and emergencies that occur within 48 hours after surgery are in place.

#### **I** Ideal

- Dogs and cats are housed in separate areas.

### 4. Documentation

#### **S** Should

- A certificate of spaying or neutering or other appropriate documentation is provided for each animal.

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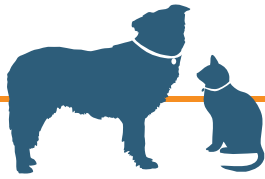
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## Chapter 11

# Animal Transport

## 1. General

### **M** Must

- Risks and benefits for all animals affected by the transport program are carefully weighed.

### **S** Should

- Transport recommendations apply regardless of the purpose, distances or parties involved.
- Compromises on these guidelines are not made when there is ample opportunity to plan.

## 2. Responsibilities of Participating Individuals and Organizations

### **M** Must

- A contact person is identified at each transfer point.
- Animals destined for transport are vaccinated prior to or upon intake at the organization of origin.
- In addition to any examinations required by state or federal regulations, all animals being transported are examined within 24 hours of transport for any problems.
- Information on the health and behavior of animals – as known at the source shelter – is accurately described and communicated.
- Clearly written health records that describe health status and identify animals (health certificate, rabies certificate and a copy of shelter record) accompany each animal.
- During transport, animals have adequate space, comfortable environmental conditions and good air quality.
- Primary enclosures are large enough for animals to stand and sit erect, to turn around normally while standing and to lie in a normal position.
- Unfamiliar animals are not transported together in the same primary enclosure.

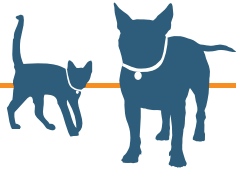
- If more than one animal is in the primary enclosure, there must be enough space for each occupant to lie down comfortably at the same time without needing to lie on top of one another.
- The enclosure is sturdy and permits adequate ventilation.
- Flooring prevents injury, discomfort and leakage of fluids into other enclosures.
- Animals are safely and securely confined within the enclosure.
- Doors on the primary enclosures are secured to prevent movement within the vehicle during transport.
- Extra care is provided when transporting puppies and kittens, including prevention of exposure to temperature extremes, maintenance of adequate hydration and nutrition and protection from infectious disease exposure during the transport process.
- If animals are sedated, veterinary guidance is provided for their care.
- At a minimum, vehicles adhere to all federal and local statutes.
- Crates and cages are not stacked upon each other in a manner that increases animal stress and discomfort, compromises ventilation, allows waste material to fall from the cage above into the cage below, interferes with care and observation or hinders emergency removal.
- Each primary enclosure is positioned in the animal cargo space in a manner that provides protection from the weather and extremes of temperature.
- Fresh air free of exhaust fumes is ensured.
- Attention is paid to the provision of shade, because even in comfortable temperatures, a vehicle parked in full sun can rapidly exceed safe temperature levels.
- The vehicle driver or animal attendant has sufficient training in animal health, welfare and safety issues to recognize and respond to animal needs during transport.
- All dogs and cats must be observed and allowed to rest every four to six hours.
- Adult dogs must be allowed to exercise and eliminate every four to six hours.
- Food must be provided at least every 24 hours for adults and more frequently for animals under six months old.
- If water is not available at all times, it is provided at frequent observation stops (at least every four hours).
- Animal enclosures are cleaned and any litter replaced as often as necessary to prevent soiling of the animals from vomit, urine or feces.
- If it is necessary to remove animals in order to clean, safeguards are in place to ensure animal safety and prevent escape.
- Points of destination have enough trained personnel ready to receive and evaluate animals upon arrival.
- The receiving facility has adequate housing prepared for the arriving animals.

## **S** Should

- A written record of all involved parties, including responsibilities for each, is kept in sufficient detail to allow a trace back to the animal's origins.
- Written guidelines are developed that can be agreed to by all parties.
- Guidelines address medical and behavioral selection criteria, as well as transportation and destination requirements.
- The shelter where the animals originate has a comprehensive preventive health care program.
- Animals are treated for internal and external parasites prior to transport.
- Animals are identified by a collar, tag, tattoo, microchip or any combination of these methods so that their information can be matched upon arrival.
- Animals are in good health at time of transport.
- Drivers are careful to avoid subjecting animals to sudden acceleration and deceleration stresses, excessive lateral movement, noise or vibration.
- Absorbent bedding is provided.
- The animals' primary enclosures have no sharp edges.
- Unless orphaned, kittens or puppies less than eight weeks old are transported with their mother in a space large enough for her to lie down on her side with her legs extended for comfort and to facilitate nursing.
- Animals are not sedated unless recommended by a veterinarian.
- The ambient temperature is kept above 60 degrees Fahrenheit and below 80 degrees Fahrenheit.
- A thermometer is placed in the animal area of the vehicle at the level of the animals.
- The vehicle, including the cargo space, is heated and cooled as necessary.
- Maximum transport time to an intermediate or final destination is no more than 12 hours.
- Animals are not left unattended when it may be detrimental to their health and safety.
- Each animal receives a documented physical examination at the time of arrival.
- Veterinary care is available on arrival for any animal requiring care.
- The need for isolation or quarantine for arriving animals is determined based on legal requirements, their health status, source and infectious disease risk, with due attention to incubation periods for pathogens of concern and detrimental effects of increasing length of stay.







## Chapter 12

# Public Health

## 1. General

### **M** Must

- Shelter maintains compliance with federal and state occupational and safety regulations regarding chemical, biological and physical hazards in the workplace.
- Hearing protection is provided for employees working in loud environments.
- Personal protective equipment (PPE) such as gloves, smocks, goggles, masks, etc. is provided by the shelter in order to protect employees from exposure to chemical and biological agents.
- PPE is available in sizes to accommodate all staff, including those with special concerns such as latex allergies.

### **S** Should

- Noise abatement materials are utilized in animal holding areas.
- Employees and volunteers wear gloves and change them frequently while cleaning and disinfecting, especially when removing animal waste.
- Eye protection is worn when working with cleaning and/or disinfection agents.
- Frequent hand-washing is strongly encouraged, especially after handling animals and after removing PPE, before eating, smoking or touching eyes or mucus membranes, including applying contact lenses.
- Shelter does not allow smoking.

Notes:

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## 2. Zoonoses

### **M** Must

- Enclosures of animals with suspected zoonotic disease are clearly marked to indicate the condition and any necessary precautions.

### **S** Should

- Shelter provides periodic staff and volunteer training and information on the recognition of potentially zoonotic conditions and the means of protecting others from exposure.
- Training identifies to whom concerns should be reported and how to respond when zoonotic disease is suspected or confirmed.
- The public does not have unsupervised access to areas where animals are isolated for zoonotic diseases and staff access to those areas is also limited.
- Shelter institutes good preventive medicine protocols such as prophylactic deworming and external parasite control to decrease the potential for exposure to zoonotic pathogens.
- Food and drink are not consumed in areas where animals are housed; use of items the public may bring in – such as spill-proof cups, pacifiers, teething toys and baby bottles – is discouraged in these areas.
- Animals are not allowed in areas where food is prepared or consumed.
- Information about zoonotic diseases is made available to visitors, adopters and foster care providers.
- Shelter-provided literature about zoonotic diseases suggests that immune-compromised adopters discuss pet selection with their healthcare professional before adoption.
- If inquiries are made, shelter staff refers people to published guidelines or their health care professional.

### **I** Ideally

- Hand washing stations or sinks are easily accessible to all visitors, staff and volunteers.
- The written infection control plan for the shelter addresses zoonotic concerns and is available to all staff and volunteers.

Notes:

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### 3. Animal-Related Injuries

#### **M** Must

- Shelter staff is able to identify potential rabies exposures and understands the regulations that apply to reporting and managing bites to humans and animals.
- To identify possible rabies exposures, everyone presenting an animal is asked if the animal has bitten anyone within the last 10 days or had any contact with wildlife.
- Clear policies are developed and enforced regarding the management of animals with behavioral concerns.
- The cages of animals known to be aggressive or potentially dangerous are clearly marked to advise caution.
- Alternate housing is provided for any animal housed in an enclosure that would require that dogs be removed by use of a control pole or cats be removed using nets or tongs for daily cleaning or care.
- A thorough investigation of individual circumstances is undertaken before consideration is given to re-homing an animal with a history of biting or threatening behavior.

#### **S** Should

- All persons injured by an animal are instructed to seek medical advice.
- All incoming animals are examined for bite wounds; any animals who have potentially been exposed to rabies are managed in accordance with the NASPHV Rabies Compendium in consultation with state and local health authorities.
- People who routinely work with companion animals or wildlife receive pre-exposure vaccinations against rabies in accordance with recommendations of the Advisory Committee in Immunization Practices.
- Shelter vaccinates for rabies prior to adoption when possible or requires that adopted animals receive vaccinations against rabies after adoption.
- All staff and volunteers have proper training in basic animal handling skills, including the recognition of potentially dangerous behaviors.
- Any animal who is deemed potentially aggressive or dangerous is housed in a way that staff members can safely provide care without removing the animal from the primary enclosure.

Notes:

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## SUGGESTED IMPROVEMENTS TO DATE

1. Change the Fee Schedule. The committee will be providing council with recommended new fees.
2. Improve the tracking of revenues at shelter. With some additional information, oversight of the shelter will be easier.
3. Address liability issues for the city.
  - a. Amend the contract per attorney recommendation to eliminate a paragraph in the contract.
4. Increase volunteerism to reduce costs.
  - a. Create a Volunteer Release Form, per attorney advice, to decrease city liability.
  - b. Develop a Volunteer Manual
5. Initiate the ability to purchase licenses online, when the city ramps out the online purchase option.
6. Citizen education – Write a handout to include with utility bills. The city plans to add this option in the near future.
7. Facilitated a monthly visit of the local veterinarians to the shelter to assist in improving animal health. Perhaps a Memorandum of Understanding.
8. Adequate insurance for the facility – the contractor holds a million dollar policy, but AMILJA recommends 3 million would be a better choice.
9. Develop a Facility Checklist for Public Works monthly facility checks. This will improve maintenance and building.





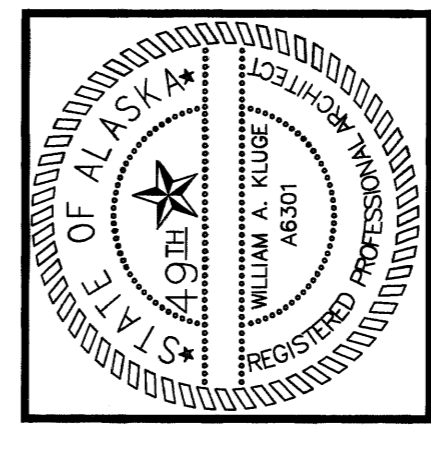




Revisions:

**KLUGE & ASSOCIATES**  
ARCHITECTURE • INTERIORS • GRAPHICS  
KENAI, ALASKA (907)283-3698  
kluge@alaska.net

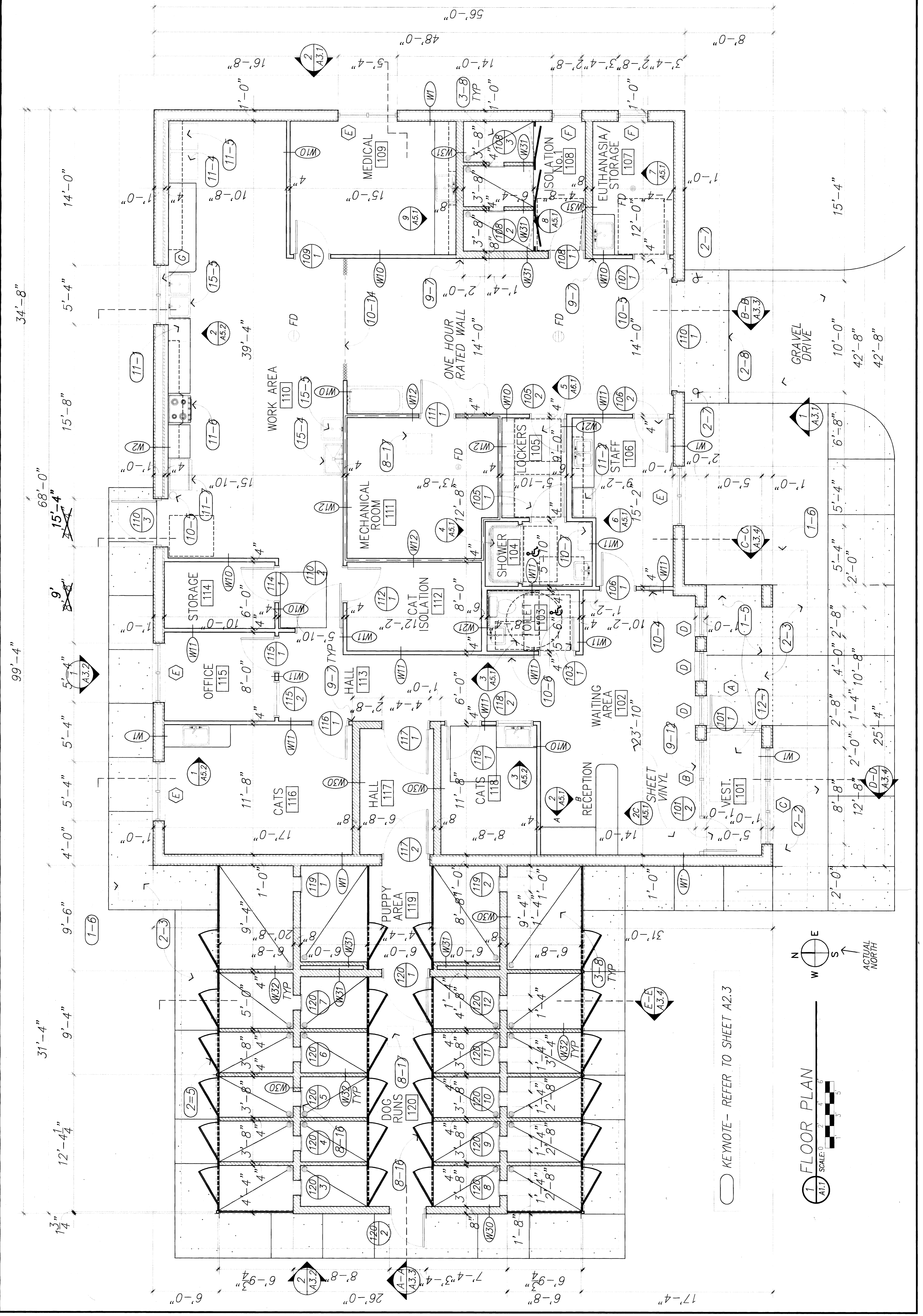
# HOMER ANIMAL SHELTER



Drawn: S.K.  
Checked: B.K.  
Date: APRIL 2004  
Project: 0044  
File Name:

FLOOR PLAN  
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# Alaska Dispatch News

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[Home](#) > Troubling conditions for Bush Alaska dogs prompt call for solutions

[Lisa Demer](#) <sup>[1]</sup>

October 18, 2015

**Main Image:**

[St Lawrence 5](#) <sup>[2]</sup>

**Main Image Caption:**

Children play with dogs in the St. Lawrence island village of Gambell on August 29, 2012.

BETHEL -- Walk down a boardwalk or dusty road in many Bush Alaska villages and you'll likely confront the colossal problem of stray, unchecked and neglected dogs. Puppies are everywhere. Dogs go hungry when owners struggle to pay for stove oil. Strays forage.

Sometimes, village residents round up aggressive or unclaimed dogs and shoot them. Sometimes, neglected dogs freeze or starve. In rare cases, which village leaders say they find outrageous, an animal is tortured. The flip side of so many strays is horrible too. Alaska Native children suffer among the highest rate of serious dog bites in the nation, according to a study published in 2013.

Rescue and veterinary groups as well as individual animal lovers are trying new ways to reduce the numbers of poorly treated dogs and hungry strays, including sending veterinarians to villages for spay and neuter clinics, putting dogs on planes to new homes, and working with rural communities to provide better care. The work makes a difference, say law enforcement officials and veterinarians.

In Bethel, for instance, police once shot dozens of dogs a year, said Police Chief Andre Achee. Now the 4-year-old [Bethel Friends of Canines](#) <sup>[3]</sup> nonprofit regularly sweeps the pound to save dogs and helps village residents find homes for dogs too. Joan Dewey, the Bethel group's president and one of its founders, said it has arranged for adoptions of about 1,000 dogs in the Yukon-Kuskokwim Delta since July 2011.

Yet just as one dog is spayed and another is adopted, new batches of puppies are born. Some turn feral.

"It's a terrible way for a dog to live and it's dangerous for kids and elders," said DeeDee Jonrowe, a popular Iditarod sled dog race veteran, the public member of the state board that oversees veterinarians and, back in the early 1970s, Bethel's first dogcatcher.

Part of the problem is a lack of veterinarians. Even Nome, home to the burlled arch Iditarod finish line, no longer has a vet. Nor does Valdez, Jonrowe said. Some rural hubs rely on traveling vets, including Bethel, where veterinarian Bob Sept treats animals one busy week a month.

While many people enjoy dogs as pets and even see them as members of the family, that perspective is most common among those with European backgrounds and isn't shared globally. [Some Asian cultures raise dogs in farms for food, a controversial practice](#) <sup>[4]</sup>.

In remote Alaska villages, many residents struggle just to take care of themselves or their families, and those problems outweigh dog troubles.

“A lot of these people are living pretty harsh lives and that is reflected in the dog care,” said Brian Berube, who recently left Bethel after eight years in the Yukon-Kuskokwim Delta working for the regional Alaska Native health corporation. His duties in environmental health included providing rabies vaccines to village dogs -- and he saw a lot of them.

## **A dog named Sam**

Conflict over dogs recently erupted in Scammon Bay, but teachers and village leaders have very different views of the situation.

Two teachers new to the village said they were appalled by how dogs were treated overall and especially by the circumstance of a dog dragged to its death behind a four-wheeler last month.

“The first day that I came is when I wanted to go home because I saw all these pathetic dogs,” said teacher Sharon Haubrich, who is new to Alaska and retired from a teaching job in Georgia.

She noticed three dogs chained to a pole with no shelter and asked if she could build a lean-to from spare wood.

Not necessary, a teenage girl responded. “They are Alaskan dogs. They are not kass’aq dogs,” the girl told her, using the Yup’ik word for white person.

Another teacher, Kristie Parsons, said that a boy who smashed a puppy on the rocks told her that “my dad told me to kill it this way.”

Parsons, who has lived in Alaska 29 years and is working on her doctorate in indigenous studies, said she has worked as a traveling teacher in many villages. Scammon Bay seems to have a particular problem with dogs, said Parsons, who moved on after less than two months there.

One yellow Labrador’s neck was bleeding and infected from a too-tight chain being used as a collar, Haubrich said. She and Parsons began feeding the dog, which was named Rambo. She eventually was told she could have him and renamed him Sam. Then came a pronouncement that Sam was vicious and would be shot if left in the village. Bethel Friends of Canines, which has arrangements with Ravn Air and Everts Air Cargo to ship dogs for free or at reduced rates, oversaw the rescue. Sam ended up in Anchorage for emergency medical care and a new home. He was bleeding from his intestines and is doing better with medication and a steady diet, Dewey said.

He’s friendly and so energetic that he could become a search and rescue dog -- not an animal that needed to be put down, she said.

## **'That's not us'**

The worst for the Scammon Bay teachers came Sept. 11 when a four-wheeler with a dog tied to it sped past Haubrich and Parsons as they walked from their housing to the post office.

“He was desperately trying to get his legs under him,” Parsons said. The dog’s leg marks left ruts in the dirt.

Slow down, Haubrich called out.

“The kids just laughed and smiled and kept on going,” Parsons said. “They headed on towards the dump.”

Haubrich later found the dog, dead at the dump.

“It was awful. I’ve never seen fear in something like in that dog,” she said. Another teacher told the two that she saw other dogs being dragged.

Bethel Friends of Canines’ Dewey and others began calling for change in Scammon Bay. Dewey called the Scammon Bay city manager, Larson Hunter.

Hunter said in an interview the city doesn’t sanction dragging dogs.

“We don’t condone it,” he said. “That’s not us.”

He said he wants whoever did that to be held accountable. The village public safety officer looked into it. Troopers say they are investigating. No one has been charged.

“I’m the city manager and I don’t want Scammon Bay to be portrayed as this barbaric community that takes pride in dragging dogs,” said Hunter, who grew up there.

## Looking for answers

On the Yukon-Kuskokwim Delta, there’s never been routine veterinary care outside of Bethel.

“This has led to an extreme surplus of unwanted and unkempt animals in our villages and has created an ongoing emergency situation that is a major threat to public health and animal welfare,” Dan Winkelman, chief executive of the Yukon-Kuskokwim Health Corp., said in a July letter of support for [Alaska Native Rural Veterinary Inc.](#) <sup>[5]</sup>, one of several groups that send volunteer veterinarians and helpers into villages and hubs.

Between 2007 and July 2015, there were 841 reported dog bites in the Y-K Delta, according to YKHC. Since 1994, seven children under the age of 5 have been mauled to death.

Some residents only know their dog’s age by how many litters it has had, the letter said.

Alaska Native children are hospitalized for dog bites at double the rate of U.S. children overall, according to [a study in The Journal of Pediatrics published in 2013](#) <sup>[6]</sup> that examined the incidence of dog bites between 2001 and 2008.

Village residents want to improve conditions for dogs and welcome help, said Angie Fitch, Fairbanks-based executive director of Alaska Native Rural Veterinary Inc.

“They roll out the carpet,” Fitch said. “They open up their tribal halls and volunteer. We just provide the service and it will eliminate those kinds of problems with overpopulation and kids being bit and stuff like that.”

Fitch also works with another group, Christian Veterinary Mission, which is sending a team to Hooper Bay and Scammon Bay for spay-and-neuter clinics, she said.

The Alaska rural veterinary program, with a board made up of Alaska Native leaders, has offered free clinics in 20 communities, from Arctic Village north of Fairbanks to Mountain Village on the Yukon-Kuskokwim Delta.

Alaska Rural Veterinary Outreach Inc. [7], with a similar mission, has sent veterinarians to 10 Alaska communities. It charges low fees to cover costs, but no one is turned away who cannot pay, said Sally Clampitt, the Anchorage-based president and founder.

The Humane Society's Alaska branch also is working with a variety of groups to find help, both for rural animal owners in need of vet care and to ensure a humane response to the problem of village dogs with no owners, its Alaska director, Michael Haukedalen, said.

Dewey said she heard recently from a Chevak man who wanted to end the shooting of dogs there. A man in Nightmute just asked Bethel Friends of Canines to take his dog because he couldn't care for her. Kipnuk residents have flown dogs into Bethel to be spayed or neutered, then returned home. People in Kodiak and Anchorage end up on waiting lists for small rescued dogs, she said.

## For now, shooting dogs

The Scammon Bay teachers say they were told the shooting of strays there has a name: Dog Elimination Day. It's announced on the VHF radio so that people can keep their own dogs safe. Haubrich said she bought 100 dog collars to make loose dogs look like they belonged.

"Everybody here knows about Dog Elimination Day," she said.

In a follow-up email to the city of Scammon Bay, Dewey also underscored concerns with rounding up and shooting dogs and puppies.

"Your practice of 'Elimination Day' is affecting the next generation of Scammon Bay youth, who unless they have exposure to a different human/canine experience may believe this is 'normal' and 'traditional,'" she wrote.

The shooting of dogs with no owners "has a negative psychological effect on entire communities," the letter from YKHC's Winkelman said.

The village has tried catching dogs and talking to owners about tying up loose ones, according to Scammon Bay's city manager Hunter.

"Those methods only go so far, so ultimately, when enough complaints are made, we shoot loose dogs," he wrote in a flier posted in the community.

Village police officers take the lead, Hunter said, but residents also have been paid to participate. He said he is going to stop hiring residents because of complaints.

"I want to distance myself from that," he said.

As to the name "Dog Elimination Day," he said "I have no idea where that phrase came from." The city has never called it that, he said.

Some villages put bounties on strays of \$15 to \$35 a dog, Dewey said.

Berube, the former Yukon-Kuskokwim Health Corp. worker, remembers the shock he felt as a Y-K

Delta newcomer when he saw a public safety officer in a village upriver from Bethel shoot a litter of puppies.

But the rough reality is that isolated villages will never get the same access to vet care as urban areas. Village residents love their dogs, too, and routine shooting of dogs is better than allowing them to starve or pose a danger to people, Berube said. There are too many village strays for all to get homes, he said.

“This is a desperate situation,” Berube said. “It’s a necessary public service.”

Robert Gerlach, the state veterinarian, said shooting dogs, if done with a quick shot to the head, is an acceptable and humane way to put an animal down. For many in the villages, old ways such as clubbing, drowning or abandoning animals aren’t accepted anymore.

The state began in 2011 crafting standards for animal care [8], including dogs. The standards, if finally adopted, would specify minimum levels of care such as shelter and water and could be used to educate all Alaskans, Gerlach said.

“Unfortunately, it stagnated,” he said of the effort.

In Scammon Bay, Hunter said vet services would be appreciated. He also wants to hear from residents about the dog situation.

“We are open to any suggestions from the community,” the flier said.

**Source URL:** <http://www.adn.com/article/20151018/troubling-conditions-bush-alaska-dogs-prompt-call-solutions>

**Links:**

[1] <http://www.adn.com/author/lisa-demer>

[2] <http://www.adn.com/image/st-lawrence-5>

[3] <http://www.bethelfriendsofcanines.com/>

[4] <http://www.bbc.com/news/world-asia-china-33220235>

[5] <https://www.facebook.com/alaskanativeruralveterinary>

[6] [http://www.jpeds.com/article/S0022-3476\(12\)01421-7/references](http://www.jpeds.com/article/S0022-3476(12)01421-7/references)

[7] <https://www.facebook.com/AKRVO?fref=ts>

[8] <http://dec.alaska.gov/eh/vet/AnimalCareWorkshop.html>