

**Tulsa Animal Welfare Commission
Regular Meeting | August 10th | 6:00 pm
One Technology Center 175 East 2nd Street Tulsa OK 74103**

Commissioners Present: Susan Savage, Robin Ballenger, Teresa Burkett, Christine Kunzweiler

Commissioners Absent: Cordell Dement

City of Tulsa Staff Present: Jack Blair - Mayor's Chief of Staff, Patrick Boulden - City Council Administrator, Dwain Midget - Department Director of Working in Neighborhoods, Marshelle Freeman - Special Administrative Aide

Meeting Minutes from Monday, August 10, 2020

Welcome and Introductions

Commissioner Chair Savage opened the meeting at 6:03pm.

Approval of Meeting Minutes

Commissioner Savage called for review of the minutes of the Animal Welfare Commission June meeting. Commissioner Burkett made a motion to approve the meeting minutes. Commissioner Ballenger seconded the motion. Motion passed.

Shelter Operations Update - Dwain Midget, Director of Working in Neighborhoods

Dwain Midget provided an overview of the attached AWC Monthly Report.

Commissioner Savage shared that she received an email about animals being detained as evidence for the courts. She wanted to clarify that through implementation of the new program, animals were being released to fosters instead of having to stay at the shelter during the pendency of their cases. Mr. Midget confirmed that with the policy in place, animals will be able to move to fosters for care.

Commissioner Ballenger ask if numbers would be available next month to show how many animals had been placed in foster under the new program. Mr. Midget repeated that approval from the Tulsa County Assistant District Attorney had just been received, however numbers should be available by the September meeting.

Commissioner Ballenger asked what it's like at the shelter regarding chain of command and who's managing the ship since a new Manager had not been hired. Mr. Midget explained that he is the Director of the Working in Neighborhoods Department (WIN) and Animal Welfare is a Division of WIN, so he's in charge. He went on to explain that Marshelle Freeman has been serving in an interim capacity since the previous manager had been gone. Together, they've worked on changing the culture, empowering employees to do more and mending relationships with partner agencies. In terms of hiring a new manager, Mr. Midget explained that the management team is working with a national organization to have embedded employees at the shelter to help transform the operations. With that, the job descriptions

of the manager and kennel supervisor (ACOIII), will likely be revised. All other vacant positions have been posted. Commissioner Ballenger stated that neither Mr. Midget or Mrs. Freeman worked on site at the shelter. Mr. Midget corrected stating that Mrs. Freeman is there daily and when she's not, he is there. He confirmed that Mrs. Freeman had been out of the office for a family illness, however she continued to work remotely, and staff was aware that if he couldn't be reached, Mrs. Freeman could.

Commissioner Burkett requested more information on Parks and Puppies as she hadn't heard anything about it from the Park Board. Mr. Midget explained that park staff approached AW administration and an ACOII with animal training experience about offering the classes during the month of September. Classes are scheduled to be held inside Central Center at Centennial Park. Mr. Midget advised that he and Parks Director, Anna America, have discussed and she should be sharing the initiative with the Parks Board at their September meeting.

Commissioner Chair Savage mentioned that Morton is using a disinfectant service once a month that has helped tremendously with infection control. She offered to share the company's information with Dwain to inquire about services at the shelter.

Shelter Expansion Planning - Jack Blair, Chief of Staff

Mr. Blair noted that it's an exciting time for us to finally be kicking off an expansion of the shelter. The current space is so constrained that it's a central focus for overcoming many of the issues and challenges faced at the facility. In the last two Improve Our Tulsa programs, voters approved components of funding to support the expansion project. A total of 4.7 million will be spent to expand and renovate the existing facility.

The Mayor signed a contract extension with Tulsa based GH2 Architects who have a lot of experience with animal welfare facilities and the city is hoping to solicit citizen feedback on the process. Citizens can email TAWFeedback@cityoftulsa.org to share ideas, best practices and thoughts on the project that will be shared with the design team.

Max Wells and Marsha Hinds with Engineering Services Department will serve as coordinators along with the Design Team.

Shelter Expansion Presentation - GH2 Architects

Michael Hall, Principal with GH2 introduced his team. Jamie Prashaw, Project Architect and Tyler Wallace, Project Architect/Manager. Design work hasn't started yet, however Mr. Hall presented the Part 1 Design phase and schedule that details an overview of the plan for the next few months. Ms. Prashaw discussed the key takeaways from talking to staff and visiting the facility. She also detailed industry trends that should be incorporated. Discussion ensued. The entire GH2 presentation is attached.

Spay & Neuter Subcommittee Status Report

Commissioner Ballenger stated that she is waiting on guidance from City Council on what information should be reported. Pat Boulden, City Council Administrator, advised that the Council agenda has been full. As far as a report to Council, it can be put on the agenda to be heard.

Humane Treatment and Animal Cruelty Enforcement

Commissioner Burkett advised the Ordinance is in decent shape, so the subcommittee focused on ways to improve how ACOs can enforce the Ordinances. It involved a moderate increase in funding, however with COVID-19, the budget may not be available. Mr. Blair mentioned that except for the furlough period, the City's budget hasn't been impacted. He suggests the subcommittee proceed as if the budget is intact and present the desired steps on what it will take to improve enforcement.

New Business

No new business was discussed.

Public Comments

No public comments were heard.

Adjourn

Commissioner Savage entertained a motion to adjourn. Commissioner Ballenger motioned and Commissioner Kunzweiler seconded. Meeting adjourned at 7:14 p.m.

August 2020

TAW UPDATES

Animal Welfare Commission Monthly Report

COVID-19

With the surge in COVID-19 cases in July, TAW had several staff members, across all sections, placed in quarantine. Normal staffing levels should resume by August 17th. We are pleased to announce that there continue to be no major issues relating to the public following all requirements outlined by the CDC and the City of Tulsa. As a further precaution to protect staff and the public, building maintenance recently completed installation of plexiglass window shields for the front office.



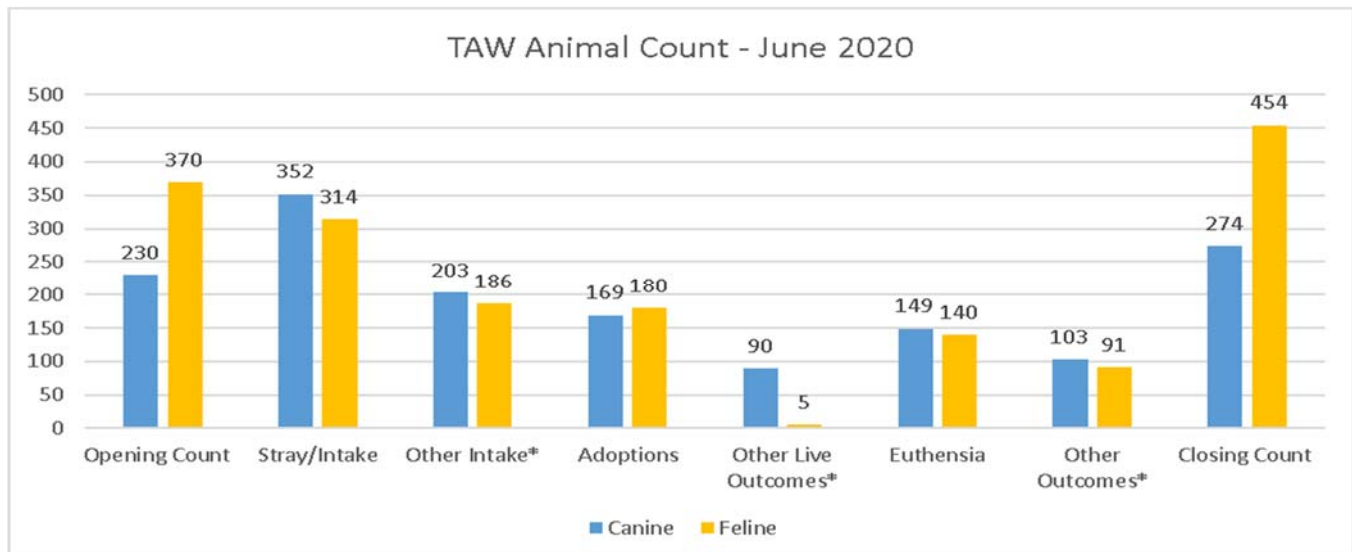
Capacity of Care

Steps are being taken to improve scheduling appointments for intake and adoptions through TAW's website and voice messaging systems. With the assistance of its partners (Tulsa SPCA and HST), TAW is better positioned to address surgery backlog before it becomes problematic. Field staff has begun to implement our Return to Owner program more earnestly. In July we had 55 animals returned to its owner rather than having the animal enter the shelter. It is important to note that since mid-March TAW has not euthanized any animal for space.

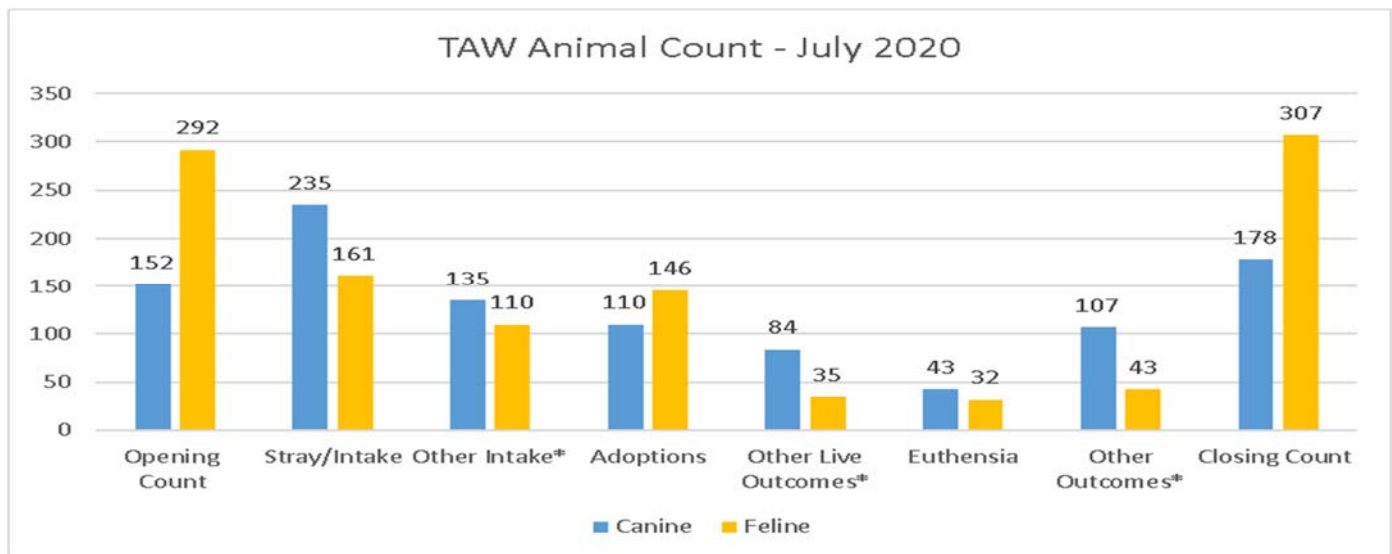
TAW Center - Veterinarian Services

While the shelter is still without a full-time veterinarian, the services of Drs. Frye and Montgomery have been invaluable in keeping our clinic afloat. Through a partnership with Tulsa SPCA, Dr. Bailey joined the rotation on July 30th. He will not only be working in the clinic on scheduled days but will also bring the Tulsa SPCA mobile unit, along with staff and volunteers, to complete surgeries in tandem with the other relief vets.

Once fully staffed, a Memorandum of Understanding will be drafted to formalize this partnership and the expectation of both organizations.



TAW UPDATES CONTINUED



*Other Intake includes: Transferred in from Rescue Group/Shelter, Relinquished by Owner/Request Euthanasia and Miscellaneous

*Other Live Outcomes include: Return to Owner and Transferred to Rescue Group/Shelter.

*Other Outcomes include: Died/Lost in Care and Owner Requested Euthanasia.

Bond Forfeiture/Confiscation/Cruelty

TAW recently achieved a major milestone through its collaboration with Ms. Leah Asbury, Tulsa County Assistant District Attorney. TAW's new "Foster Agreement" policy and program to place animals held for cruelty confiscation over an extended period, ready for implementation. The goal was finding a balance for the need to maintain the animals as evidence during the pendency of their cases and the need to find loving foster homes where they can work on healing.

TAW is currently strengthening safeguards to ensure in those cases of a foster placement not working out, it is understood the animal would return to TAW or another situation of TAW's choosing to prevent any animal from falling through the cracks.

Parks and Puppies

TAW, in partnership with the Parks Department, will launch its first training program - "Parks and Puppies". This puppy training class will be held at Centennial Park and structured as a 4-week puppy introduction/basic obedience type of class.

While the program is not designed just for shelter dogs, staff believes, it is a platform that works well for shelter dogs and could include them in the future. This is a great project for TAW, in promoting community outreach/collaboration, and more importantly, how to be a responsible pet owner. Park staff has agreed to take the lead on advertising and organizing the program and TAW will provide the instruction. Proceeds from the class will benefit both Parks and TAW's (City) spay/neuter program.

August 2020

TAW UPDATES CONTINUED



Spay and Neuter Program

#SpayTogether is a stimulus fund administered by The Humane Society of the United States that provides surgery support grants, on-ground assistance, training in high-quality/high-volume spay and neuter procedures and discounted veterinary supplies and services to shelters and clinics affected by COVID-19.

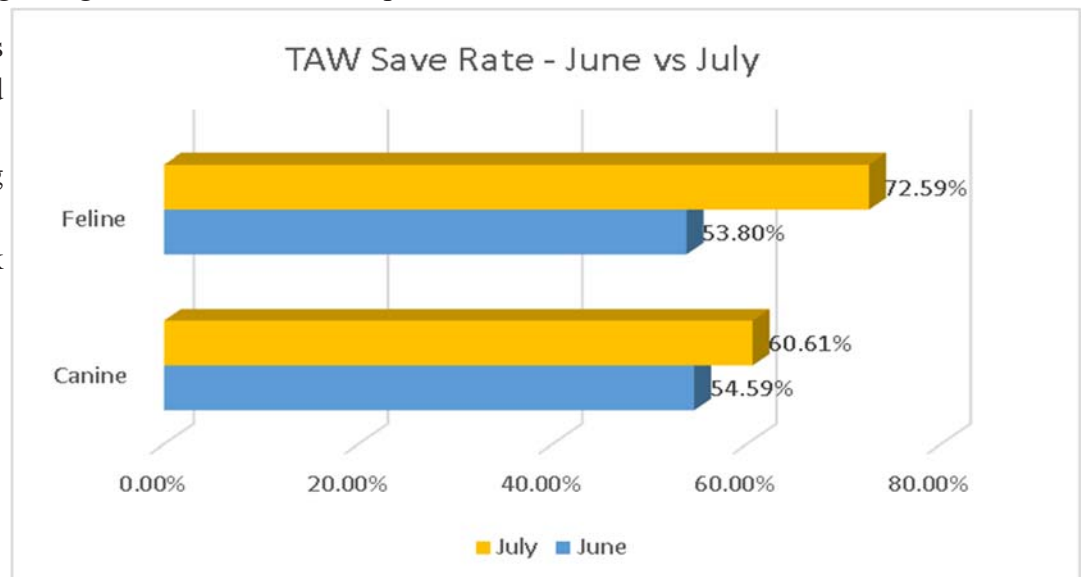
The Human Society of Tulsa (HST) was fortunate to receive a #SpayTogether grant last month and they have been helping Tulsa County and surrounding shelters clear their backlogs. HST extended an offer for TAW to be a partner in this effort. Through the hard work of both TAW and HST staff and countless volunteers, forty-five (45) cats/kittens got to go home sooner than expected.

HST has additional clinics scheduled in August and September and is committed to partnering with TAW on future endeavors. A special thank you to HST and staff!

Facility Expansion

Following an onsite visit by GH2 Architects, Principal Architect, Mr. Mike Hall and his team

will provide a simple presentation that summarizes the basic design goals communicated during the site visit. As one of the important stakeholders, we believe the Commission serves as a venue for broader support and buy-in particularly as it relates to fundraising for add alternates. We also believe that the Commission's feedback will be helpful to the consultant in developing its September 30th report. Basically, the goal is to update the Commission on the design process and receive feedback from the Commission on important design criteria to take into consideration. Ultimately, we would like to circulate design concepts for broader public (online) feedback when appropriate.





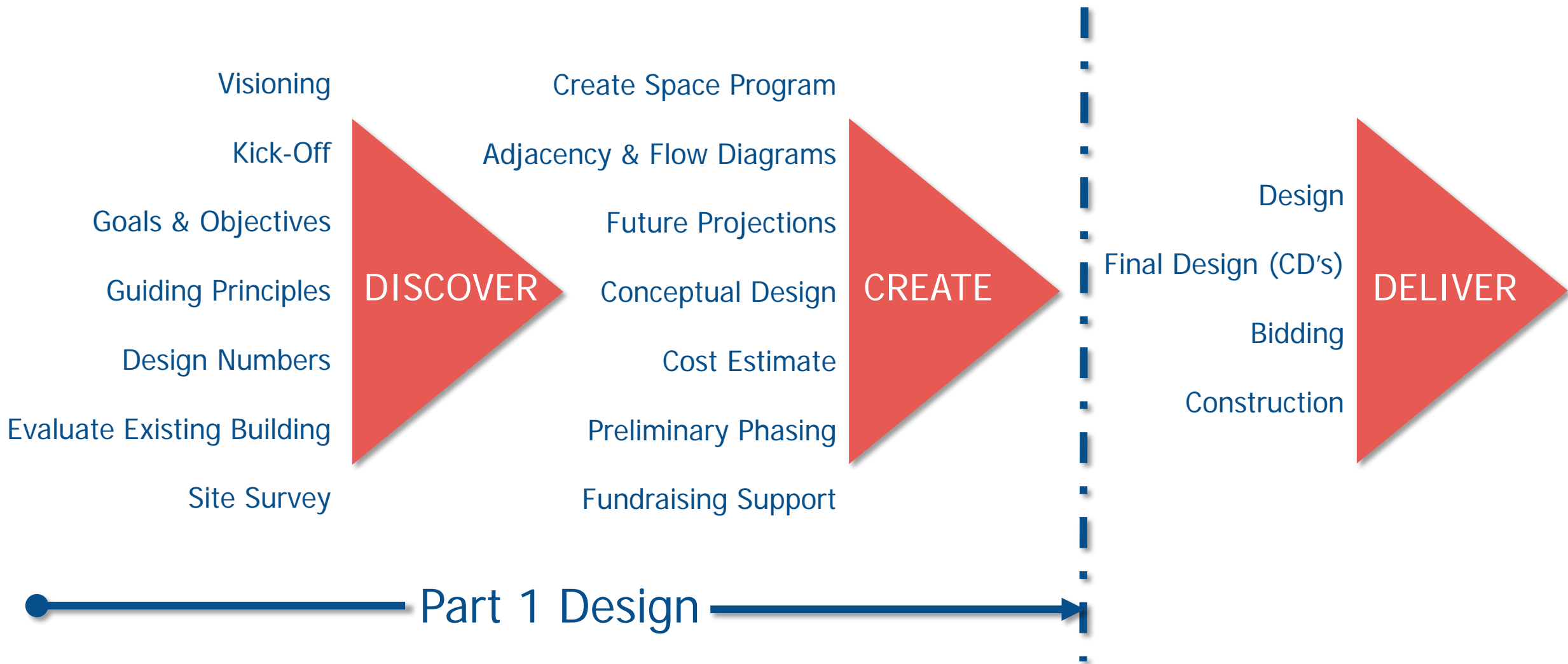
Tulsa Animal Welfare Commission Meeting
August 10th, 2020





Design Process





Part 1 Design Process



Part 1 Design Schedule



LEGEND

	Holidays
	Pre-Project
	Site Visits / User Group Meetings
	Existing Facility Evaluation
	Prepare Cost / Scope / Schedule Study
	Prepare Evaluation Report
	City Review

NOTES:

- Part 1 (55 Days Total)
- Site Visits, User Group Meetings (25 Days) - Run simultaneously
- Existing Facility Evaluation (25 Days) - Run simultaneously
- Prepare Cost / Scope / Schedule Study (25 Days) - Run simultaneously
- Prepare Evaluation Report (25 Days) - Run simultaneously
- City Review (10 Days)

AUGUST 2020						
SUN	MON	TUE	WED	THU	FRI	SAT
						1
2	3	4	5	6	7	8
9	10 Animal Welfare Commission Meeting	11	12	13	14	15
16	17 Notice to Proceed	18	19	20	21	22
23	24	25	26	27	28	29
30						

NOTES:

SEPTEMBER 2020						
SUN	MON	TUE	WED	THU	FRI	SAT
	31	1	2	3	4	5
6	7 LABOR DAY	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

NOTES:

OCTOBER 2020						
SUN	MON	TUE	WED	THU	FRI	SAT
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

NOTES:

NOVEMBER 2020						
SUN	MON	TUE	WED	THU	FRI	SAT
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

NOTES:



Concepts, Goals & Priorities

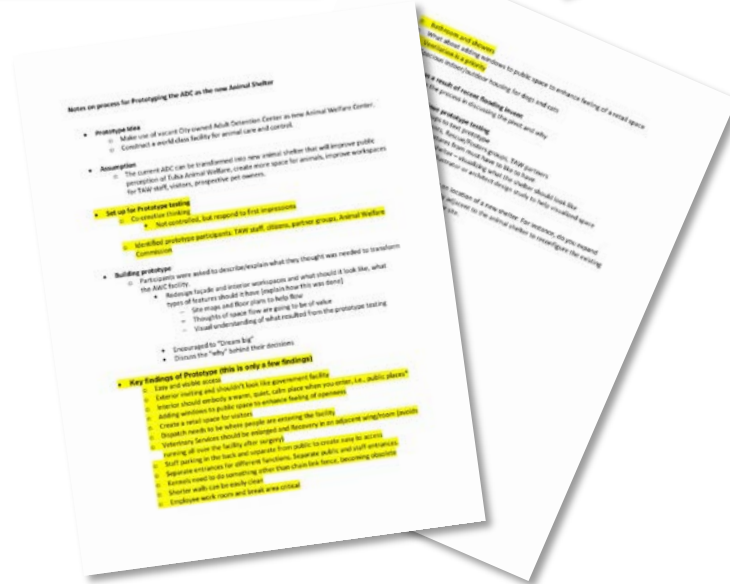
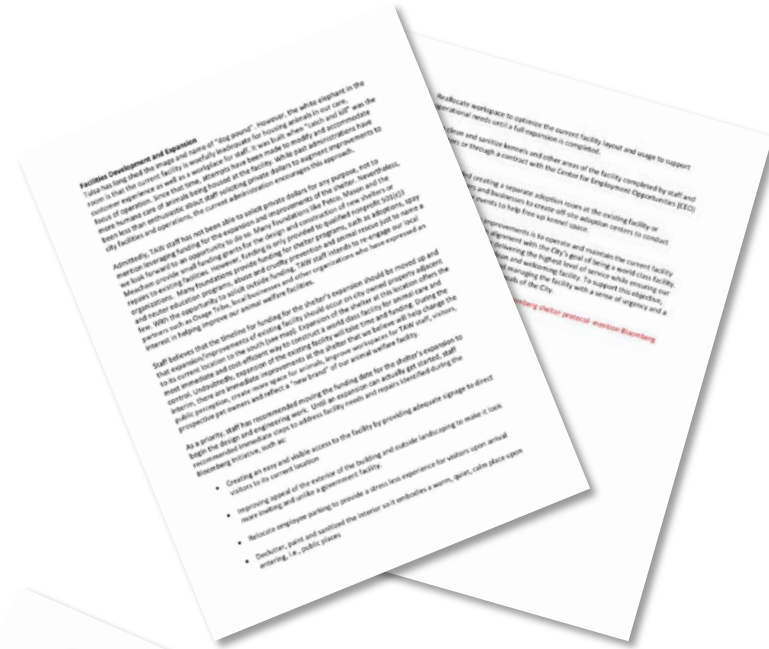


A Humane Experience

Designing Tulsa's New Animal Welfare Shelter



The public image of the type of shelter and animal care provided continues as you approach the facility. Entry signs and public art can promote advocacy and humane intent.



Tulsa Animal Welfare Shelter

Site Design and Key Concepts

1. Highly visible public art: themed, large landmark signs placed at each major turn and entrance.
2. Uplifting entry: new drive and separate entrance for Adoption Center. Pet retrieval at existing entrance.
3. Grand entrance for new pet adoption center.
4. Welcoming lobby: large lobby with view out over adjacent floodplain.
5. New offices, meeting rooms, volunteer, and employee facilities.
6. New kennels with glass doors for better image and easier maintenance.
7. 1/2 mile dog track for volunteers and visitors.
8. Replacement dog run and outdoor kennels.



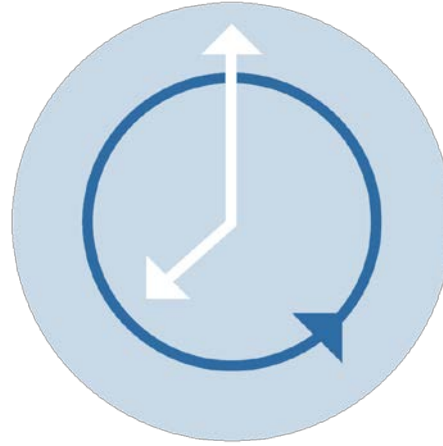
🐾 Key Takeaways From Concepts, Boards & Site Illustration:

- 🐾 Safe
- 🐾 Clean and Cleanable
- 🐾 Welcoming (warm, quiet & calm),
Improve Visitor Spaces
 - 🐾 Make Facility Easy to Find
 - 🐾 Increase Parking
- 🐾 World Class Facility
- 🐾 Change Public Perception
- 🐾 Create More Space For Animals
- 🐾 Improve Staff Spaces
- 🐾 Solicit / Encourage Outside
Funding / Donations
- 🐾 Interim Solutions

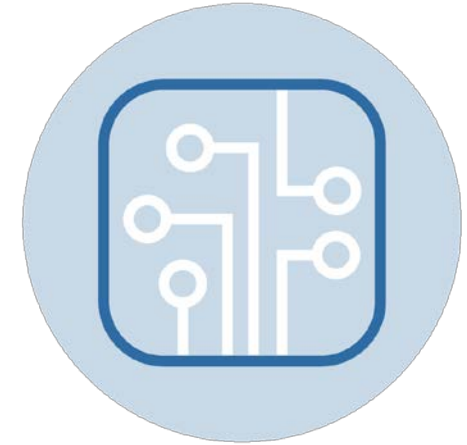
🐾 Additional Goals & Priorities?



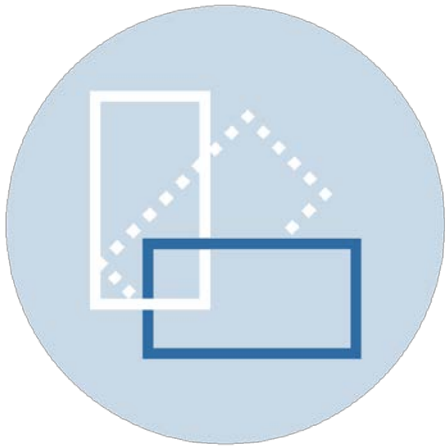
Fear Free



Quality + Efficiency



5 Freedoms



Adaptability / Expandability



Healthy Buildings

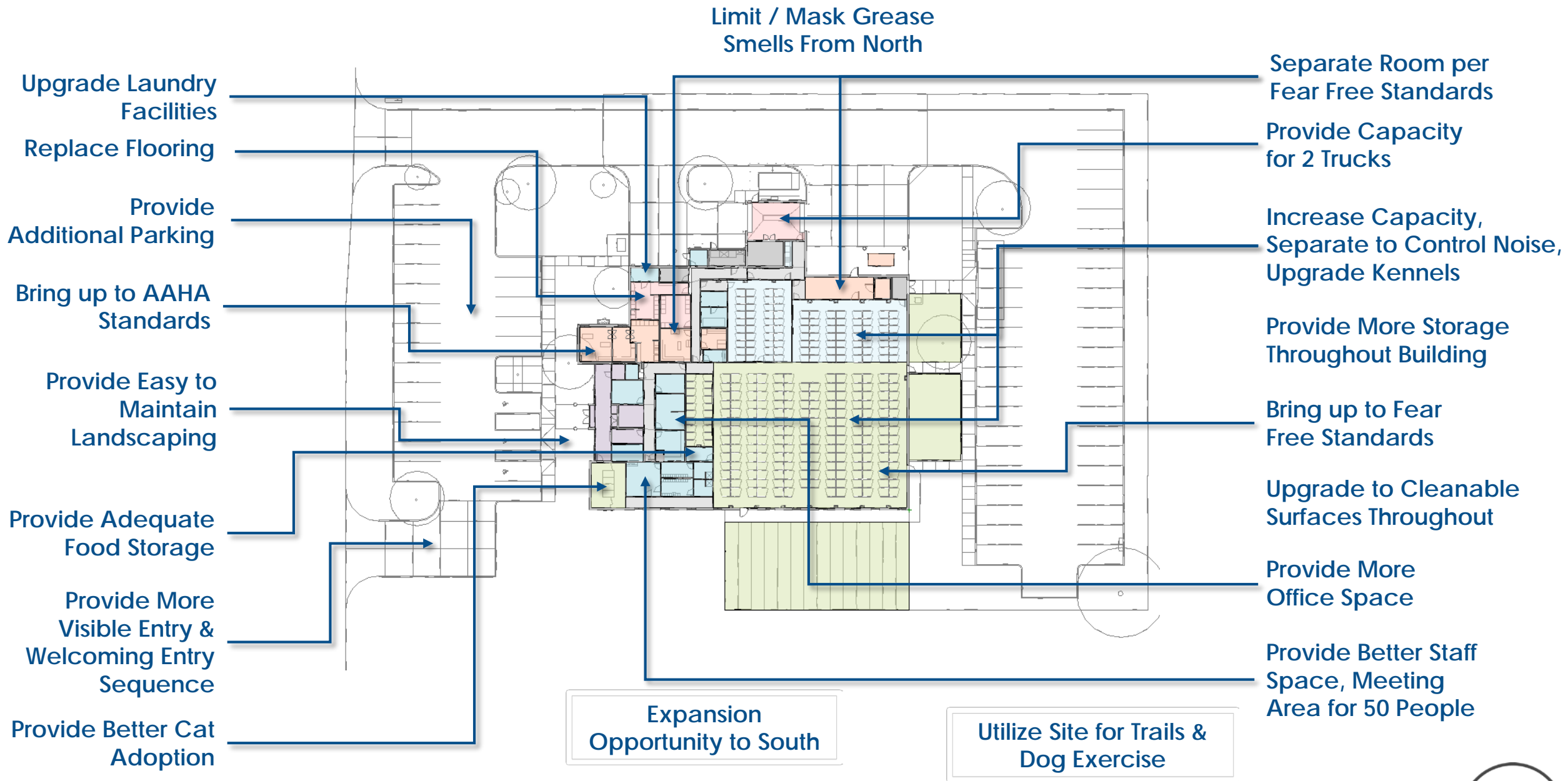


Community Serving



Opportunities





Opportunities



Feedback

