

2017 DEC -1 PM 3:21



AGENDA
Animal Care Services Advisory Board

Wednesday, December 6, 2017

6:30 PM

4710 State Hwy 151

City Staff will be available to meet with citizens for questions at 5:45 PM

A MEETING OF THE SAN ANTONIO ANIMAL CARE SERVICES ADVISORY BOARD WILL BE HELD IN THE ANIMAL CARE SERVICES FACILITY, 4710 STATE HIGHWAY 151, SAN ANTONIO, TEXAS 78227 ON WEDNESDAY, DECEMBER 6, 2017 AT 6:30 P.M., TO CONSIDER THE FOLLOWING MATTERS:

Call to Order (6:30pm)

1. 17-6470 Approval of Minutes for the October 18, 2017 Advisory Board meeting.

Individual Items for Consideration

2. 17-6471 Director's Report regarding performance measures for Animal Care Services pertaining to field, live release, shelter, clinic operations, and education & outreach. [Heber Lefgren, Director, Animal Care Services]
3. 17-6496 Briefing on the Animal Care Services Diversion Program and Resources. [Heber Lefgren, Director, Animal Care Services]
4. 17-6469 Report regarding the inspections of Animal Care Services facility located at 4710 State Hwy 151, Brackenridge facility located at 210 Tuleta, ADL Stray Kennels facility located at 11300 Nacogdoches Rd and Brooks Clinic located at 8034 City Base Landing. [Rita Braeutigam, ACS Advisory Board Chair]

Citizens to be Heard

Determination of Next Meeting Date

Adjournment

At any time during the Animal Care Services Advisory Board Meeting, the Board may meet in Executive Session regarding any of the matters posted below in compliance with the Texas Open Meetings Act (Attorney-client, Personnel, Security, Real Estate) under Chapter 551 of the Texas Government Code.

ACCESSIBILITY STATEMENT: This meeting site is wheelchair accessible. Parking is available. Auxiliary Aids and Services are available upon request (Interpreters for the Deaf must be requested forty-eight [48] hours prior to the meeting). For Assistance, Call (210) 207-7268 Voice/TTY.

Animal Care Advisory Board Members:

Michael Shannon, Mayor's Appointee |Dr. Shannon Espy, Dist. 2 Appointee |George Garcia, Dist. 3 Appointee |Rita Braeutigam, Chair, Dist. 4 Appointee |Karen Speer, Board Secretary, Dist. 5 Appointee |Kathy Davis, Dist. 6 Appointee |Valerie Moore, Dist. 7 Appointee |Travis Block, Dist. 8 Appointee |Susan Beldon, Vice Chair, Dist. 9 Appointee |Sallie Scott, Dist. 10 Appointee

2017 DEC - 1 PM 3: 21
CITY OF SAN ANTONIO
CITY CLERK



ANIMAL CARE SERVICES ADVISORY BOARD

Meeting Minutes

October 18, 2017, 6:30 p.m.

4710 State Highway 151, Annex Training Rooms 1 & 2

San Antonio, TX 78284

ACS Board Members: Rita Braeutigam-Chair, Susan Beldon-Vice-Chair, Karen Speer-Secretary, Valerie Moore, Sallie Scott, Shannon Espy², George Garcia, Michael Shannon, Kathy Davis and Mona Thaxton

Ex-Officio Members: Heber Lefgren and Maria Villagomez

Staff Liaison: Maria Kieke

I. Call to Order

Rita Braeutigam, Board Chair, convened the meeting at 6:36 PM.

II. Approval of Minutes

Michael Shannon motioned to approve the August 16, 2017 Advisory Board meeting minutes seconded by Mona Thaxton. Motion passed.

III. Director's Report

Heber Lefgren provided the Animal Care Services Advisory Board with an update on the following topics: Chapter 5 & Strategic Plan Update, FY 2018 Budget approval, FY 2017 Statistical accomplishments, staffing update and statistical August 2017 thru September 2017 performance indicator report. Full report handouts were provided to Board members.

IV. Discussion of the FY 2018 action plan that includes the education campaign regarding the implementation of City Code Chapter 5 "Animals" amendments.

The Director presented to the Board a presentation regarding projects for FY2018 that will serve to increase transparency/communications, improve customer service, increase training, and help diversify ACS's portfolio. The projects including Chapter 5 have been broken down into four quarters, a timeline set for implementation. Full report handouts were provided to Board members.

V. Discussion and presentation regarding the Animal Care Services Advisory Board member orientation.

The Director provided a briefing regarding updated information to the ACS Advisory Board member orientation notebooks. A new ACS Board Member Orientation Checklist was provided to the Board. Updated notebooks were provided to all Board members.

VI. Report regarding the inspection of Animal Care Services facility located at 4710 State Hwy 151, Brackenridge facility located at 210 Tuleta, ACS Stray Kennels at Animal Defense League facility located at 11300 Nacogdoches Road and Brooks Clinic located at 8034 City Base Landing.

Rita Braeutigam presented the inspection report for the ACS Stray Kennels at Animal Defense League facility. Susan Beldon presented the inspection report for the 151 Main Campus facilities. Mona Thaxton presented the inspection report for the Brackenridge facility. A FY 2018 Advisory Board Inspection Schedule was provided to all Board Members.

² Indicates not present at Board Meeting

VII. Citizens to be heard

1. Deanna Lee
2. PJ Driscoll
3. Judy Castrejano
4. John Bachman

VIII. Next meeting

The next ACS Advisory Board meeting is scheduled for December 6, 2017 at 6:30 p.m.

IX. Adjournment

The meeting adjourned at 8:18p.m.



City of San Antonio Animal Care Services Department Director's Report



December 6, 2017

As Director of Animal Care Services, it has been my privilege to witness the professional development and improved enforcement abilities of our Animal Care Officers. To better serve the community, the field division continues to implement comprehensive training programs that will advance field services by our ACO's. One example includes our extensive 12-week academy that focuses on preparing officers to enforce and educate the community. As a reminder, the State of Texas only requires newly enrolled officers to have two days of preparation prior to independent field operations. Also, ACS provides all ACOs with Crisis Intervention training through the San Antonio Police Department and the Bexar County Sheriff's Office. In addition, each officer receives training specific to their role within ACS; such as our Cruelty Investigators being Nationally Certified by the University of Missouri. Beyond the training that is provided by ACS, several ACO's have completed programs of higher education including Associate's, Bachelor's, and Master's degrees. ACS is committed to providing the highest quality of services to the residents of San Antonio and the pets we are asked to care for.



DISTRICT 1 OFFICER: Animal Care Services has selected Adan Perez to serve as the City Council District 1 dedicated Animal Care Officer. Adan will begin serving District 1 in late December and will work closely with its residents on preventing animal related issues. ACS anticipates Adan will impound 720 additional pets, return 168 pets to their owners, and issue 240 additional citations in District 1. The District Officer program has increased visibility by enabling our District Officers to attend neighborhood meetings, participate in block walking events, and attend Homeowner Association meetings to provide proactive services to the community.

ACS CLINIC RESTRUCTURE: ACS recently restructured the Clinic division to promote employee and divisional growth that will allow for process improvement and increased employee retention. The previous divisional structure only allowed for day-to-day operations of the clinic and did not have the proper resources to implement process improvement strategies. The Clinic Manager and three Lead Technicians spent their day managing daily operations, conducting medical evaluations, and ensuring proper care for every pet that entered ACS. The restructure of the Clinic division will address the shortfall of Clinic leadership staff by adding two new Clinic Supervisors and one new Management Analyst. The creation of the two new supervisor positions will allow the Clinic division to grow through the creation and implementation of innovative ideas.

EDUCATION & OUTREACH: Over the past two years, the Education & Outreach division has provided the community with educational material to become more responsible pet owners. ACS actively promotes resources to the community to become better pet owners by providing low-cost vaccination clinics, free spay and neuter surgeries, and free microchips. For these efforts, ACS received a Clarion award for the best marketing campaign under \$100,000 for the “Pets are Super Heroes in Disguise” campaign. The latest educational campaign is a bilingual outreach campaign to provide information on the most recent changes to Chapter 5. This campaign includes a video presentation in Spanish and new information packages in both English and Spanish that will be provided to the community by ACS Staff.



LOST DOGS OF TEXAS: Last week, City Council approved an agreement between ACS and Lost Dogs of Texas (LDOT) to assist ACS with reuniting pets to their owners. LDOT is an all-volunteer group that will utilize owner contact information to search public databases, social media sites, and various online resources to assist with returning pets to their owners. This additional support is another tool available to ACS to help reunite pets with their owners. ACS is anticipating that LDOT will help reunite over 250 pets with their owners this year.

STAFFING UPDATE: There are several recent promotions and new hires within the Department that I would like to highlight:

- Rebekah Zinnikas was recently promoted to Live Release Program Coordinator. Prior to her promotion, Rebekah has spent the last three years contributing as an Animal Care Representative in the Adoption division. She continues to be a great asset to the ACS team and I look forward to her continued growth within ACS.
- Crystal Raciti has been promoted as the first Animal Care Supervisor in the Clinic division. Crystal began with ACS three years ago as a Licensed Lead Vet Tech and brings 10+ years of animal care experience to the ACS family. Crystal is a perfect fit for this newly created position and I look forward to her success within this leadership position that will benefit not only the clinic but the entire department of ACS.
- I would like to congratulate the following Animal Care Officers for graduating from the 12-week Animal Care Officer Academy: Moses Castoreno, Bethany Snowden, Tatiana Matamoros, Noel Fitzgerald, and Crystal Sewell. These officers have shown great promise and dedication in their studies, and they will bolster the Field division’s efforts towards providing the highest quality of care to the residents of San Antonio.

UPCOMING EVENTS: The following are some of the many upcoming events at ACS:

DECEMBER

- Comprehensive Neighborhood Sweeps Initiative: December's efforts will be in District 4. These events will be held at the Miller's Pond Community Center on 6075 Old Pearsall Rd.
 - December 9: Block walking efforts from 8:00 AM to noon.
 - December 16: Rabies/Microchip Clinic from 10:00 AM to 1:00 PM.
 - December 18: Rabies/Microchip Clinic (at Animal Care Services) from 2:00 PM to 5:00 PM.
- Pets on the Plaza: December 13 from 11:00 AM to 1:00 PM at Main Plaza, 115 N. Main Ave. Lunchtime just got "pawsitively purr-fect!" Join Animal Care Services and the Main Plaza Conservancy in efforts to exercise and socialize pets and learn more about all of ACS's programs!

JANUARY

- Comprehensive Neighborhood Sweeps Initiative: January's efforts will be in District 3. These events will be held at the Father Roman Community Center 11030 Ruidosa.
 - January 5: Free Microchip Clinic from 2:00 PM to 5:00 PM.
 - January 13: Block walking efforts from 8:00 AM to noon.
 - January 20: Rabies/Microchip Clinic from 10:00 AM to 1:00 PM.
 - January 29: Rabies/Microchip Clinic (at Animal Care Services) from 2:00 PM to 5:00 PM.
- Pets on the Plaza: January 10 from 11:00 AM to 1:00 PM at Main Plaza, 115 N. Main Ave. Lunchtime just got "pawsitively purr-fect!" Join Animal Care Services and the Main Plaza Conservancy in efforts to exercise and socialize pets and learn more about all of ACS's programs!
- Meet the Director: January 17 from 5:00 PM to 6:00 PM at Animal Care Services, 4710 State Highway 151. Chat with the ACS Director. During each off month of the ACS Advisory Board Meeting, the ACS Director will hold an informal forum to "Meet the Director" with an opportunity to have respectful, open discussion about ACS. This is an opportunity for citizens to provide input and feedback to the Department Director.



City of San Antonio Animal Care Services Department Director's Report



OCTOBER - NOVEMBER 2017

ENHANCED ENFORCEMENT

Performance Indicators	FY 17 Actual	FY 18 Target	FY 17 YTD Actual	FY 18 YTD Target	FY 18 YTD Actual	Oct. Total	Nov. Total
Call-for-Service Requests (Overall)	98,092	101,000	16,045	16,521	18,059	9,542	8,517
<i>Citizen-Initiated</i>	68,522	69,000	11,213	11,292	12,811	6,598	6,213
<i>ACS-Initiated</i>	29,570	32,000	4,832	5,229	5,248	2,944	2,304
Impoundments (Overall)	30,129	31,000	5,104	5,205	4,827	2,475	2,352
<i>Dogs</i>	24,083	24,547	4,004	4,037	3,892	1,971	1,921
<i>Cats</i>	6,046	6,453	1,100	1,168	935	504	431
Return-to-Owners (Field)	3,588	3,800	533	564	552	244	308
Citations/Warnings Issued	11,184	13,000	2,175	2,528	1,615	736	879
Aggr./Dang. Dog Designations*	42*		*		*		
Serious Bodily Injury Cases**	7**		**		**		
Cruelty Cases Filed**	81**		**		**		

IMPROVED CONTROL OF STRAY POPULATION

Performance Indicators	FY 17 Actual	FY 18 Target	FY 17 YTD Actual	FY 18 YTD Target	FY 18 YTD Actual	Oct. Total	Nov. Total
Surgeries Performed In-House	18,917	17,000	3,324	2,993	2,732	1,487	1,245
<i>ACS</i>	14,052	13,000	2,482	2,297	2,003	1,060	943
<i>Community Cat Program</i>	4,865	4,000	842	696	729	427	302
Surgeries Performed by Partners	11,552 ^o	11,875	1,587	1,623	961 ^o	961	N/A ^o
Microchips Registered	22,182	22,000	3,546	3,517	2,793	1,220	1,573
<i>Free 5K</i>	7,865	7,400	1,138	1,071	1,020	499	521
Deceased Dog/Cat Pick-Up	20,666		3,738		1,962 ^o	1,962	N/A ^o

INCREASED LIVE RELEASE

Performance Indicators	FY 17 Actual	FY 18 Target	FY 17 YTD Actual	FY 18 YTD Target	FY 18 YTD Actual	Oct. Total	Nov. Total
Live Release Rate	91%	90%	89%	87.1%	91.7%	91.9%	91.4%
Adoptions	7,061	7,000	1,253	1,242	1,038	570	468
Rescues	12,688	13,000	1,964	2,012	1,996	1,141	855
Return-to-Owners (Overall)	6,918	6,900	1,182	1,179	1,021	493	528
Trap-Neuter>Returns	973	950	184	180	157	61	96
Pets Fostered	1,260	1,500	235	242	155	80	75
Volunteer Hours	15,700	17,000	2,406	2,605	1,318	768	550

ENGAGE & EDUCATE THE COMMUNITY/OTHER

Performance Indicators	FY 17 Actual	FY 18 Target	FY 17 YTD Actual	FY 18 YTD Target	FY 18 YTD Actual	Oct. Total	Nov. Total
Education & Outreach Events	322	350	58	63	58	32	26
Media Interactions	853	800	117	110	107	52	55
FY 2017 Budget	\$13.93M	\$14.7M					

*This statistic represents cases that have actually been deemed and designated as aggressive/dangerous and presented quarterly.

**This statistic represents cases that have been investigated, packaged, and delivered to the prosecutor for potential prosecution and presented quarterly.

^o Information pending Partners report for November.

ΔFY 18 YTD Target Budget pending

The data used for November is unaudited and will be updated before the Board Meeting on December 6.



City of San Antonio
Animal Care Services Department



**Advisory Board Inspection Checklist
– Brackenridge Facility–**

Advisory Board Member Name(s): GEORGE L. GARCIA

Date of Inspection: 11-27-17

Time of Inspection: 3:25 PM

PAUL JOLLY CENTER FOR PET ADOPTIONS & PETCO PAVILION

General	YES	NO
Pavilion event calendar utilized and current	X	
Adequate level of staffing provided ensuring satisfactory level of pet care and customer service. Staff is attentive and friendly to all customers.	X	

Main Lobby/Reception Area	Excellent	Good	Fair	Poor	N/A
All Customers greeted when they arrive		X			
Clean floors & windows		X			
Proper signage in place		X			
Reception area neat & orderly		X			
Men's restroom clean and stocked		X			
Women's restroom clean and stocked		X			

Comments/Actions Needed

Cattery	Excellent	Good	Fair	Poor	N/A
Staff is friendly and attentive to all customers		X			
Hand sanitizer available		X			
Clean floors & windows		X			
Cages & cage doors are clean		X			X
All cages are cleaned & sanitized between occupants		X			
Clean litter boxes		X			
Daily cleaning is complete before facility opens to public					X
Mops, buckets, and all other cleaning tools are disinfected at the end of the day					X
There are no offensive odors		X			
Fresh food & water in each occupied cage		X			
Each cage with cat has correct kennel card		X			
Toys available		X			
Humane number of cats/kittens in each cage		X			

Comments/Actions Needed

Break Room	Excellent	Good	Fair	Poor	N/A
Clean floors & counter-tops		X			
Food storage area neatly stocked		X			
Men's restroom clean & stocked		X			
Women's restroom clean & stocked		X			
Sinks clean and free of "caked-on" debris		X			
Comments/Actions Needed					
Back Deck/Heritage Tree Garden	Excellent	Good	Fair	Poor	N/A
Deck is clean & free of debris		X			
Garden area free of feces		X			
Comments/Actions Needed					
Puppy Room	Excellent	Good	Fair	Poor	N/A
Hand sanitizer available		X			
Clean floors & windows		X			
Cages and cage doors are clean		X			
Clean newspaper in cages		X			
Fresh water in each occupied cage		X			
Daily cleaning is complete before facility opens to public					X
There are no offensive odors		X			
Each cage with puppy has correct kennel card		X			
Toys & bedding available		X			
Sink area is clean and free of debris		X			
Humane number of puppies in each cage/run		X			
Comments/Actions Needed					
Work Room	Excellent	Good	Fair	Poor	N/A
Clean floors & counter-tops		X			
Washer & Dryer in working condition		X			
Dishwasher in working condition					✓
Sinks, tubs and tables clean and free of "caked-on" debris		X			
Storage area neat and orderly		X			
Cleaning equipment and chemicals are properly stored		X			
Comments/Actions Needed					

Indoor Dog Runs	Excellent	Good	Fair	Poor	N/A
Hand sanitizer available		X			
Clean floors and windows		X			
Kennel guillotine doors are clean		X			
Kennel runs are free of feces and urine		X			
Humane number of dogs in each cage		X			
Each kennel has correct kennel card		X			
There is variety in the dogs available for adoption		X			
There are no offensive odors		X			
All occupied runs have fresh water		X			
Drains free of debris		X			
Runs have proper bedding & toys available		X			
Food storage area clean and neatly stocked		X			
Aisles are free of debris or safety hazards		X			
Comments/Actions Needed					
Outdoor Dog Runs	Excellent	Good	Fair	Poor	N/A
Outdoor Dog Runs		X			
Clean floors and windows		X			
Kennel guillotine doors are clean		X			
Kennel runs are free of feces and urine		X			
Humane number of dogs in each cage		X			
Drains free of debris		X			
Aisles are free of debris or safety hazards		X			
Comments/Actions Needed					
Outdoor Play Yards	Excellent	Good	Fair	Poor	N/A
Clean and free of fecal matter		X			
Doors to the play yards operate properly		X			
Comments/Actions Needed					
Exterior Grooming/Driveway/Mechanical Yard	Excellent	Good	Fair	Poor	N/A
Cages and cage doors are clean					X
Clean newspaper in cages					X
Fresh food and water in each occupied cage					X
Each cage with puppy has correct kennel card					X
Humane number of puppies in each cage/run					X
Bathing sink is clean and free of debris				X	
Trash dumpster not overflowing					
Intake area floor clean and free of debris					
<i>SINK DRAIN CLOGGED</i>	Comments/Actions Needed				

Pavilion	Excellent	Good	Fair	Poor	N/A
Clean floors		X			
Fencing and doors around pavilion in working order		X			
Fans and outside lights in working order		X			
Comments/Actions Needed					
General Premises	Excellent	Good	Fair	Poor	N/A
Landscaped area free of feces		X			
Dog waste stations stocked		X			
Trash receptacles not overflowing		X			
Landscape (to include grass and plants) in proper stage in conjunction with seasonality changes		X			
Comments/Actions Needed					

Additional Notes:

PETCO SPAY + NEUTER CLINIC

Main Lobby/Reception Area/Exam Rooms	Excellent	Good	Fair	Poor	N/A
All Customers greeted when they arrive		X			
Clean floors & windows		X			
Proper signage in place		X			
Reception area neat & orderly		X			
Men's restroom clean and stocked		X			
Women's restroom clean and stocked		X			
Comments/Actions Needed					
Cat Holding Area	Excellent	Good	Fair	Poor	N/A
Cages & cage doors are clean		X			
All cages are cleaned & sanitized between occupants		X			X
Fresh newspaper in each cage		X			
There are no offensive odors		X			
Each cage with cat has correct kennel card					X
Any post-surgery cats are being recovered properly					X
Comments/Actions Needed					
Dog Holding Area (Right)	Excellent	Good	Fair	Poor	N/A
Cages & cage doors are clean		X			
All cages are cleaned & sanitized between occupants					X
Fresh newspaper in each cage		X			
There are no offensive odors		X			
Each cage with dog has correct kennel card					X
Any post-surgery dogs are being recovered properly					X
Sink area is clean and free of debris		X			
Comments/Actions Needed					
Prep Area	Excellent	Good	Fair	Poor	N/A
Staff are wearing proper medical attire to include gloves					X
Prep sinks are in working order, clean, and free of debris		X			
Medical equipment are in working order and clean		X			
Controlled Medical Drugs are properly secured		X			
Clean floors and tables		X			
There are no offensive odors		X			
Comments/Actions Needed					

Surgery Suite	Excellent	Good	Fair	Poor	N/A
Staff are wearing proper medical attire to include gloves					X
Medical equipment are in working order and clean		X			
Fresh surgery packs are used for each pet					X
Pets are properly sedated, and secured to surgery table					X
Clean floors and tables		X			
Comments/Actions Needed					
Dog Holding Area (Left)	Excellent	Good	Fair	Poor	N/A
Cages & cage doors are clean		X			
All cages are cleaned & sanitized between occupants					X
Fresh newspaper in each cage		X			
There are no offensive odors		X			
Each cage with dog has correct kennel card					X
Any post-surgery dogs are being recovered properly					X
Sink area is clean and free of debris		X			
Comments/Actions Needed					
Work Area	Excellent	Good	Fair	Poor	N/A
Work tables and cabinets are clean		X			
Medical equipment are in working order and clean		X			
Comments/Actions Needed					

Additional Notes:

NOTE: NO SURGERIES TODAY



City of San Antonio
Animal Care Services Department



Advisory Board Inspection Checklist
– Brooks Facility–

Advisory Board Member Name(s): VAL MOORE

Date of Inspection: 11/30/17

Time of Inspection: 1400

BROOKS CITY BASE SPAY/NEUTER CLINIC

Main Lobby/Reception Area/Exam Rooms	Excellent	Good	Fair	Poor	N/A
All Customers greeted when they arrive	X				
Clean floors & windows	X				
Proper signage in place	X				
Reception area neat & orderly	X				
Men's restroom clean and stocked	X				
Women's restroom clean and stocked	X				

Comments/Actions Needed
Very clean. Very polite receptionist

Cat Holding Area	Excellent	Good	Fair	Poor	N/A
Cages & cage doors are clean	X				
All cages are cleaned & sanitized between occupants	X				
Fresh newspaper in each cage	X				
There are no offensive odors	X				
Each cage with cat has correct kennel card	X				
Any post-surgery cats are being recovered properly	X				
Stainless steel shelving is cleaned	X				

Comments/Actions Needed
Cat owners required to bring kennels. Have some for purchase

Dog Holding Area (Right)	Excellent	Good	Fair	Poor	N/A
Cages & cage doors are clean	X				
All cages are cleaned & sanitized between occupants	X				
Fresh newspaper in each cage	X				
There are no offensive odors	X	X			
Each cage with dog has correct kennel card	X				
Any post-surgery dogs are being recovered properly	X				

Comments/Actions Needed
*Tags on dogs, plus names on each cage.
Slight paw smell, Dogs recovering*

Prep Area	Excellent	Good	Fair	Poor	N/A
Staff are wearing proper medical attire to include gloves					X

→ No surgeries occurring during visit

Prep sinks are in working order, clean, and free of debris	X				
Medical equipment are in working order and clean	X				
Controlled Medical Drugs are properly secured	X				
Clean floors and tables	X				
There are no offensive odors	X				
Comments/Actions Needed					
Very clean.					

Surgery Suite	Excellent	Good	Fair	Poor	N/A
Staff are wearing proper medical attire to include gloves					X
Medical equipment are in working order and clean	X				
Fresh surgery packs are used for each pet	X				
Pets are properly sedated, and secured to surgery table	X				
Clean floors and tables	X				
Comments/Actions Needed					
no surgery ongoing during visit					

Dog Holding Area (Left)	Excellent	Good	Fair	Poor	N/A
Cages & cage doors are clean	X				
All cages are cleaned & sanitized between occupants	X				
Fresh newspaper in each cage	X				
There are no offensive odors	X				
Each cage with dog has correct kennel card	X *				
Any post-surgery dogs are being recovered properly	X				
Sink area is clean and free of debris	X	X			
Comments/Actions Needed					
* Each animal has id collar. Minor debris in sink.					

Additional Notes:

Rashelle Grohoski was very helpful and courteous throughout facility inspection.
