

# **APPENDIX A:**

## **SAMPLE ORDINANCES**



# SANDOVAL COUNTY ORDINANCE NO. 02-02-21.8B

## RELATING TO ANIMAL CONTROL IN SANDOVAL COUNTY

### **SECTION 1. DEFINITIONS.**

1. “ANIMAL” means any vertebrate members of the animal kingdom excluding humans.
2. “COUNTY OF SANDOVAL” or “COUNTY” shall include all unincorporated areas within the boundaries of the County of Sandoval, including privately owned land but excluding areas within the limits of any incorporated municipality or within an Indian Pueblo or Reservation boundaries.
3. “BITE” means any actual puncture or tear of the skin inflicted by the teeth of an animal.
4. “ENCLOSED LOT” means parcel of land or portion thereof in private ownership around the perimeter of which a wall or fence has been erected.
5. “ESTRAY” means any animal found running at large.
6. “NUISANCE” means, but is not limited to, defecation, urination, disturbing the peace with loud or continuous barking, emitting noxious or offensive odors onto neighboring properties or otherwise endangering the well being of the inhabitants of Sandoval County.
7. The “OWNER” of an animal is a person who owns, harbors, or keeps, or knowingly causes or knowingly permits an animal to be harbored or kept or has an animal in his care, or who permits an animal to remain on or about his premises.
8. “TO RUN” or “RUNNING AT LARGE” is to be free of physical restraint beyond the boundaries of the premises of the owner.
9. “VACCINATION” is protection provided against rabies by inoculation with anti-rabies vaccine recognized and approved by the U.S. Department of Agriculture, Bureau of Animal Industry, State of New Mexico Rabies Control Act of 1959, as amended; given in an amount sufficient to provide immunity from rabies for a minimum of one (1) year.
10. “VICIOUS ANIMAL” means any animal which shall bite or in any other manner attack or attempt to attack any person or other animal within the county of Sandoval, except that any animal that bites, attacks, or attempts to attack any person or other animal within the County of Sandoval, upon its owner’s or keeper’s premises, or which is provoked to attack, shall not be deemed a vicious animal.
11. “LIVESTOCK” means horses, cattle, pigs, sheep, goats, rabbits and/or fowl or any other animals used for agricultural purposes.
12. “QUARANTINE” is to detain or isolate an animal suspected of contagion.

13. “COMMERCIAL ANIMAL ESTABLISHMENT” means any establishment or premises, operating for profit, where six (6) or more dogs and/or cats aggregate thereof, over four (4) months of age are boarded, kept, or maintained for any purpose whatsoever; it includes kennels, grooming parlors, and pet shops.

14. “NON-PROFIT ANIMAL FACILITY” means any facility or premises, not operating for profit, where six (6) or more dogs and/or cats or aggregate thereof, over four (4) months of age are kept or maintained; it includes shelters, refuges, private hobby kennels, and hobby breeders, with the exception of State inspected veterinary hospitals, Federal inspected laboratory facilities and zoos.

15. “KENNEL” means any commercial animal establishment or premises where animals are boarded, kept or maintained.

16. “GROOMING PARLOR” means any commercial animal establishment or part thereof, or premises maintained for the purposes of offering animals cosmetic services.

17. “SHELTERS” means any non-profit animal facility whose primary function is to bring aid and comfort to animals.

## **SECTION II. AUTHORITY OF SHERIFF AND ANIMAL CONTROL OFFICERS**

The Sandoval County Sheriff’s Officers and the Animal Control Officers shall have the authority to issue citations for violation of this Ordinance and to perform such other duties as are prescribed herein. The Animal Control Officers shall carry identification certifying him/her as being an Animal Control Officer. The Animal Control Officers shall be under the supervision of the Sandoval County Sheriff’s Department.

## **SECTION III. IMPOUNDING ESTRAYS, RECORDS TO BE KEPT, REDEMPTION FEES, NOTICE REQUIRED, and OWNER’S IMPOUNDMENT.**

1. No person shall, without the knowledge or consent of the owner, hold or retain possession of any animal of which he is not the owner, for more than twenty-four (24) hours without first reporting the possession of such animal to the Sandoval County Animal Control Officer, giving his name and address, and a true and complete statement of the circumstances under which he took the animal, a description of the animal and the precise location where such animal is confined.

2. It shall be the responsibility of an animal owner redeeming an animal legally impounded under the provisions of this Ordinance to reimburse the Animal Control Facility for animal boarding or other costs. The County Manager shall prescribe the amount of the impoundment fee approximately based upon actual cost.

3. The Animal Control Officer shall maintain a record of all animals impounded. The record shall contain at least the following information:

- a. A complete description of the animal;
- b. The date and manner of its acquisition;
- c. The date, manner and place of impoundment.

#### **SECTION IV. ANIMAL BITES, RABIES, INJURED ANIMALS.**

1. The Provisions of Sections IV through VI shall not apply to livestock.
2. Rabies Vaccinations. It is the duty of all persons owning or keeping a dog or cat or any member of the canine or feline family over the age of three months, to have such animals vaccinated against rabies. An owner shall furnish proof of vaccination to the County upon demand.
3. Rabid Animal. An animal that has rabies or shows signs of having rabies, and every animal bitten by another animal afflicted with rabies or exposed to rabies shall be confined at once in a secure place by the owner.
4. Animal Biting a Person.
  - a. The owner of an animal that bites a person and a person bitten by an animal have a duty to report that occurrence to a County Animal Control Officer within 24 hours. The owner of an animal that bites a person shall surrender said animal to an Animal Control Officer if the County Animal Control Supervisor deems it necessary to impound said animal for a period of observation. The Animal Control Officer may order the owner of such animal to place the animal in quarantine on the owner's premises.
  - b. A physician who renders professional treatment to a person bitten by an animal shall report the fact he has rendered professional treatment to the County Animal Control Supervisor within 24 hours of his first professional attendance. The physician shall report the name and address of the person bitten as well as the type and location of the bite. The physician shall give the name and address of the owner of the animal that inflicted the bite, if known, and any other facts or details that may assist the County Animal Control Officer in ascertaining the immunization status of the animals.
  - c. An animal that bites a person shall be confined securely at a place and for a period of time deemed necessary and appropriate for public protection by the Supervisor of the County Animal Control. The Supervisor of the County Animal Control Office may consent to confinement on the owner's premises.
  - d. Restraint of Animals. Every person owning or having charge, custody, or care or control of any dog shall keep such animal exclusively upon his own premises or under the owner's control.

- e. Female Dogs or Cats in Mating Season to be Confined. Any person in control of a female dog or cat in mating season shall confine such dog or cat as to preclude other dogs or cats from attacking or being attracted to such female animal.

## **SECTION V. PROHIBITED ACTIVITIES.**

1. Animals Running at Large. It is unlawful for any person to allow or permit any animal to run at large in or on any street, alley, sidewalk, vacant lot, public property, other unenclosed place in the County; or private property without the permission of the owner thereof. Any animal permitted to run at large in violation of this section is declared to be a nuisance, a menace to the public health and safety, and shall be taken up and impounded. A working dog performing such acts as herding or search and rescue under the control and supervision of owner/handler shall not be considered as unleashed while performing these duties. A hunting, obedience, tracking or show dog shall not be considered unleashed while performing in the above capacities. The provisions of this subsection shall not apply to livestock.
2. Vicious Animals. It is unlawful for any person to keep or harbor a vicious animal in the County of Sandoval. Any person attacked by a vicious animal while on public property may use necessary force to repel said attack. After a judicial determination that an animal is vicious the owner or keeper of such vicious animal shall destroy it humanely or turn such animal over to an animal control officer for destruction.
3. Animals Disturbing the Peace. It is unlawful for any person to allow any animal to unreasonably bark or howl or otherwise to disturb the peace and quiet of the inhabitants of the County of Sandoval, to keep or maintain in such a manner as to allow noxious or offensive odors to emanate from the property, and to otherwise endanger the health and welfare of the inhabitants of the County of Sandoval. The provisions of this section shall not apply to livestock.
4. Dogs Trained to Assist the Blind, Deaf and/or Handicapped Allowed in Public Places. It is unlawful for any person owning, operating, or maintaining any public place of business or conveyance into which the general public is invited for any business purpose to debar or exclude therefrom any dog which has been trained to assist the blind, deaf, and/or disabled provided that such dog be in the company of the blind, deaf, and/or disabled person whom it was trained to assist in conformance with N.M.S.A. 28-11-3 (1978).

## **SECTION VI. CRUELTY TO ANIMALS PROHIBITED.**

1. Physical Abuse. It is unlawful for any person to willfully or maliciously kill, maim, disfigure, torture; beat with a stick, chain, club, or other object; mutilate, burn, or scald with any substance, overdrive or otherwise cruelly set upon any animal except that necessary force may be employed to drive off vicious or trespassing animals. Hunting or fishing in accordance with law shall not be construed as a violation of this section.
2. Care and Maintenance. It is unlawful for any person to fail, refuse, or neglect to provide any animal in his charge or custody, as owner or otherwise, with adequate food, drink, shade, ventilation, care, or shelter to maintain good health.

3. Abandonment of Animals. It is unlawful for any person to abandon any animal within the County of Sandoval.
4. Animal Poisoning. It is unlawful for any person by any means to make accessible to any animal, with the intent to cause harm or death, any substance that has in any manner been treated or prepared with any harmful poisonous substance. It is not the intent of this section to prohibit the use of poisonous substances for the control of vermin of significance to the public health.
5. Animal Fights; Including Fowl. It is unlawful for any person to promote, stage, hold, manage, conduct, carry on or attend any game, exhibition, contest or fight in which one or more animals are engaged for the purpose of injuring, killing, maiming, or destroying themselves or any other animals.
6. It shall be unlawful for any person to interfere, hinder or prevent the Animal Control Officers or Sheriff's deputies in enforcing any provision of this Ordinance.
7. Right of Entry. The animal control officer, in performance of his duties, may enter upon private property except into a private residence, for the purpose of apprehending animals running at large and stray animals.

#### **SECTION VII. ANIMAL KILLING OR INJURING LIVESTOCK AND/OR PROTECTED WILDLIFE - DAMAGES - ANIMAL TO BE KILLED.**

If any animal shall kill or injure any livestock and/or protected wildlife, the owner or keeper of such animal shall be liable for all damages that may be sustained thereby, to be recovered by the party so injured before any court having competent jurisdiction. It shall be unlawful to keep such animal after it is known the animal has killed or injured livestock and/or protected wildlife. It shall be the duty of the owner to surrender the animal to Animal Control for proper humane euthanization upon order of the court after a finding that the animal has killed or injured livestock and/or protected wildlife. It shall be the right of any owner of livestock and/or protected wildlife so killed or injured by the actions of any animal to kill the animal while it is upon property controlled by the owner of the livestock and/or protected wildlife.

#### **SECTION VIII. PENALTY, SAVINGS, REPEALING, REVIVOR, EMERGENCY CLAUSE.**

1. Penalty Clause. Any person who violates any of the provisions of this Ordinance shall be deemed guilty of a misdemeanor, and upon conviction thereof shall be punished by a fine not exceeding three hundred (\$300) dollars and/or imprisonment for a period not exceeding ninety (90) days. Each day this Ordinance is violated shall be considered a separate offense.
2. Savings Clause. If any of the sections, subsections, sentences, clauses, or phrases of this Ordinance are for any reason held to be unconstitutional or invalid, the validity of the remaining portions of this Ordinance shall not be thereby affected since it is the express intent of the County Commission to pass each section, phrase, paragraph and word separately.

3. Repealing Clause. All County Ordinances\_ and other ordinances and parts thereof that solely relate to animals or the control of the same heretofore imposed by the County and that are in conflict herewith are hereby repealed. Any conflict between this Ordinance and any previously enacted ordinance not repealed herein shall be controlled by this Ordinance.

## CHAPTER 90: ANIMAL CONTROL

### Section

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### **WORDS AND PHRASES DEFINED**

#### **§ 90.001 SHORT TITLE AND LEGISLATIVE INTENT.**

(A) This chapter shall be known and cited as the Valencia County Animal Control Chapter.

(B) It is the intent of the County Commission that enactment of this chapter will establish procedures that will:

(1) Assist in providing control of animals not under the jurisdiction of the State Brand Inspector or of the New Mexico Department of Game and Fish;



- (2) Provide rabies control;
  - (3) Provide for reporting of animals bites;
  - (4) Protect animals from neglect and abuse;
  - (5) Protect residents from annoyance and injury by animals;
  - (6) Establish certain fees related to the chapter; and
  - (7) Prescribe penalties for violations of the chapter.
- (Ord. passed 6-23-1997)

**§ 90.002 DEFINITIONS.**

For the purpose of this chapter, the following definitions shall apply unless the context clearly indicates or requires a different meaning. Shall is always mandatory and not merely a directory; the masculine includes the feminine.

**ABANDON.** To withdraw protection, support or help with the intent of never again claiming right or interest in.

**ADOPTION.** To take by choice and assume responsibility for proper care in accordance with this chapter.

**ANIMAL.** Dog, cat, or any other mammal, excluding man and those controlled by the New Mexico Department of Game and Fish, and the New Mexico Livestock Board, and poultry.

**ANIMAL CONTROL CENTER or SHELTER.** Any establishment authorized by the County of Valencia for the care and custody of impounded animals.

**ANIMAL CONTROL OFFICER.** The person who is responsible for the enforcement of this chapter and the regulations promulgated thereunder and under the supervision of Animal Control Director.

**ANIMAL NUISANCES.** Any dogs and/or cats habitually or continuously barking, howling, or otherwise disturbing the inhabitants of the county, or are kept and/or maintained in a manner as to disturb by noxious or offensive odors, or otherwise endanger the health and welfare of the inhabitants of the county.

**BITE.** The puncture or tear of the skin inflicted by the teeth of an animal.

**COMMISSION.** The elected governing body of the County of Valencia.

**COMPETENT PERSON.** A person having knowledgeable background to function in an appropriate and humane manner regarding the welfare of all animals.

**CONFINED.** Restrictions of an animal at all times by an owner or keeper to an escape-proof building or other enclosure away from other animals and the public.

**COUNTY OF VALENCIA or COUNTY.** Includes the land area within the boundaries of the County of Valencia, including privately owned land and state owned or federal land, except the area within the limits of any incorporated municipality which enters into the joint powers agreement with the county for animal control.

**DANGEROUS ANIMAL.**

(1) An animal which, when unprovoked, engages in behavior that requires a defensive action by a person to prevent bodily injury to a person or animal when the person and the animal are off the property of the owner of the animal;

(2) An animal which, when unprovoked, injures a person, but the injury does not result in muscle tears or disfiguring lacerations, or require multiple sutures, or require corrective or cosmetic surgery; or

(3) An animal that, because of its poisonous bite or sting, would constitute a significant hazard to the public.

**GUARD DOG.** A dog that is used to protect commercial property.

**GUARD DOG SITE.** Premises utilizing a guard dog, and which has a current guard dog permit.

**HOBBY KENNEL/CATTERY.** A person involved in animal activities such as, but not limited to, showing or controlled breeding of registered purebred dogs and/or cats.

**HUMANE SOCIETY.** Any establishment owned or operated by an organization recognized by the State Corporation Commission to be non-profit, whose sole function is to bring aid and comfort to dogs and/or cats.

**INTACT ANIMAL.** An animal that has not been surgically sterilized.

**INTACT ANIMAL PERMIT.** A permit issued to those persons who wish to maintain an intact dog or cat for some purpose other than breeding who do not wish to pay a sterilization deposit.

**KENNEL, COMMERCIAL.** Any establishment where dogs and/or cats are boarded or maintained under controlled conditions and is operated as a business.

**LIVESTOCK.** All domestic animals of the following genera: equine, bovine, ovine, caprine, and porcine.

**OWNER.** A person, who owns, has, keeps, harbors, or permits animal(s) to remain in, on, or about his or her premises and is responsible for the welfare and maintenance of the animal(s).

**PERMITTED PREMISES.** The establishment, property or site for which a valid permit has been issued by the Animal Control Director for use as a commercial kennel, humane society, pet shop, guard dog site, hobby kennel site.

**PET SHOP.** Any establishment owned or premises maintained for the purchase, sale, exchange or hire of animals except livestock.

**QUARANTINE.** The detaining and isolation of an animal suspected of contagion, for the purpose of observation.

**RUNNING AT LARGE.** Being neither confined by an enclosure, physically restrained by a leash, nor under voice or sound control of a competent person when off the premises occupied by the owner.

**SERVICE ANIMAL.** Animal trained to assist impaired person(s) and having identification from a training center, certifying or authorizing agency.

**STERILIZE.** Surgically rendering an animal unable to reproduce.

**STRAY.** Any dog or cat which shall be off and away from its home unattended without tags or other indications of ownership.

**VACCINATION.** Protection provided against rabies by inoculation with a recognized vaccine approved by the director of the Health Services Division of the Health and Environment Department of the State of New Mexico, and administered by or under the supervision of a licensed veterinarian.

**VETERINARIAN.** A person with a Doctor of Veterinary Medicine degree licensed to practice veterinary medicine in the State of New Mexico.

**VICIOUS ANIMAL.** Any animal that kills or severely injures (so as to result in muscle tears or disfiguring lacerations, requiring multiple sutures, or require corrective or cosmetic surgery) a person or domesticated animal, but it does not include an animal that bites, attacks or injures a person or animal that is unlawfully upon its owner's premise, or that is provoked.

**WORKING DAY.** For the purpose of this chapter, Tuesday through Saturday, except when these days are observed as holidays.  
(Ord. passed 6-23-1997; Am. Ord. 2004-16, passed 12-15-2004)

**ADMINISTRATION OF CHAPTER****§ 90.015 ANIMAL CONTROL OFFICER.**

(A) The County Commission shall appoint a competent and humane person to the position of Animal Control Director. The Animal Control Director shall be responsible for the training and certification of all employees. Only full-time employees shall be deputized.

(B) All animal control officers shall be deputized full-time employees. Animal control officers shall aid in the prevention and control of the spread of rabies within the county, including but not limited to the lawful capture and confinement of rabies suspect animals, the enforcement of quarantine orders, and the lawful destruction or confinement of animals exposed to rabies.

(C) Animal control officers shall be provided humane training to apprehend, handle, care for animals, and instruction in the ordinances and laws pertaining to animal control. Animal control officers shall also be instructed in the determination of breed of dogs and/or cats, and in the determination of the predominant breed of mixed breeds. The training must be certified before employees are deputized.  
(Ord. passed 6-23-1997)

**§ 90.016 ENFORCEMENT OF CHAPTER.**

(A) The Animal Control Director and his or her officers, with assistance from the Sheriff's Department, are responsible for the enforcement of this chapter.

(B) There shall be no liability on the part of the Animal Control Director and his or her officers in the lawful execution of their assigned duties.  
(Ord. passed 6-23-1997)

**§ 90.017 AUTHORITY OF ANIMAL CONTROL OFFICERS.**

(A) *Duties.* The Animal Control Director and his or her deputized officers shall have the authority to issue citations for violations of this chapter and to perform other duties as are prescribed herein. For the purpose of discharging the duties imposed by this chapter, the Animal Control Director and his or her duly appointed and deputized officers are hereby authorized and permitted to enter upon any premises, after receiving a signed and lawful complaint, and having notified residents of intent of investigation and gained their permission for the investigation, to ascertain if any provision of this chapter or any laws of the State of New Mexico relating to the care, treatment, control and prevention of cruelty to animals are being violated. All citations must be honored in a court of law subject to penalties as stated herein. If, however, the owner or occupant of any dwelling objects to investigation, as above stated, a warrant for the investigation of the dwelling and premises, issued by a court of competent jurisdiction shall be in the possession of the officer(s) or deputy prior to inspection.

(B) *Impoundment.* The Animal Control Director and his or her officers or any Sheriff's deputy may impound any animal found running at large unaccompanied by and not under the control of, the owner, or of a competent person. The above named officers may impound an animal in the act of pursuing, wounding or killing livestock, poultry, or attacking a human. Seventy-two hours after attempting to notify tag owner the animal may be destroyed whether or not it wears a tag required by the State of New Mexico. There shall be no liability on the part of the animal control officers or the Sheriff's deputies in damages for the killing.

(C) *Resisting officers.* It shall be unlawful for any person to hinder, resist, or oppose the Animal Control Director or his or her duly deputized and appointed officers and/or Sheriff's deputies in the lawful performance of their duties.  
(Ord. passed 6-23-1997) Penalty, see § 90.999

**§ 90.018 FILING OF COMPLAINTS.**

A signed complaint alleging any violation of this chapter must be filed with the shelter by a person who has knowledge of the violation and who can identify the owner of the animal involved or the premises where the animal is located.

(Ord. passed 6-23-1997)

**§ 90.019 FILING COMPLAINTS AGAINST AN ANIMAL CONTROL OFFICER.**

A signed complaint must be filed with the County Manager by a person who has knowledge of an incident of cruelty to an animal or conduct unbecoming an employee of Valencia County as stated in the county's personnel chapter.

(Ord. passed 6-23-1997)

***ANIMAL CONTROL AND IMPOUNDING PROCEDURES*****§ 90.030 IMPOUNDING ANIMALS.**

An animal shelter shall be provided for the purpose of boarding and caring for animals impounded under the provision of this chapter. It shall be the duty of the Animal Control Director and his or her deputized officers to take up and impound or cause to be impounded, any stray animals and/or any animals kept in violation of this chapter within the area defined as the County of Valencia. It is unlawful for any person, without the knowledge or consent of the owner, to hold or retain possession of any animal of which he or she is not the owner for more than 24 hours without reporting the possession of the animal to an animal control officer, giving his or her name, address, a true and complete statement of the circumstances under which he or she took up the animal and the precise location where the animal is confined.

(Ord. passed 6-23-1997) Penalty, see § 90.999

**§ 90.031 RECORD KEEPING.**

(A) The animal control officer, upon impounding or receiving any animal shall register the animal by entering the species, breed, color, and sex of the animal and the time and place the animal was apprehended, into the registry kept for this purpose. The owner shall have the right to redeem the animal within 72 hours or 3 working days upon payment of the impounding fees, care and feeding charges, veterinary charges, and any due penalties and fines. Notice of the impoundment shall be posted in a conspicuous place at the animal shelter for a period of 3 working days.

(B) The animal control facility shall maintain a record of all animals which have been impounded in the county shelter and shall maintain these records for not less than 2 years. The records shall contain at least the following information:

(1) The manner and date of its acquisition by the animal control officer;

(2) The date and manner of its disposal;

(3) The name, address, and phone number of the person redeeming the animal; and

(4) All fees received.

(Ord. passed 6-23-1997)

**§ 90.032 DISPOSITION OF ANIMALS IMPOUNDED.**

(A) All impounded animals shall be redeemed within 3 working days after impoundment. Any animal not redeemed within the required period shall become the property of Valencia County and may be placed for adoption or the animal will be humanely destroyed. Any dog or cat to be placed for adoption that is under 6 months of age shall be released only upon payment of the adoption fee, the sterilization deposit, and after adopting person has signed an agreement stating that the adopted animal will be sterilized when no more than 6 months of age.

(B) Any dog or cat to be placed for adoption that is over 6 months of age shall be released only upon payment of the adoption fee, the sterilization deposit, and after the adopting person has signed an agreement stating that the adopted animal will be sterilized within 30 days of the date of adoption.

(C) The sterilization deposit shall be reimbursed only upon presentation of a receipt from a veterinarian stating that the adopted animal has been sterilized.

(D) All reasonable effort must be made to place adoptable animals. This shall include, but is not limited to, public advertisement.

(E) An intact animal reclaimed by its owner shall be released without sterilization upon payment of all impoundment fees, the sterilization deposit and the owner shall sign an agreement to have the dog or cat sterilized within 30 days of release or to obtain an intact animal permit.

(F) All animals shall be humanely euthanized by a licensed veterinarian, veterinary technician, or certified animal control officer as described by the New Mexico Pharmacy Board and the New Mexico Board of Veterinary Medicine.

(Ord. passed 6-23-1997) Penalty, see § 90.999

### § 90.033 FEES.

(A) *Generally.* All fees collected through the administration of this chapter shall be deposited with the Treasurer's Office of Valencia County. Fees shall be in accordance with an approved resolution which can be amended from time to time as the Board of County Commissioners deems necessary.

(B) *Boarding fee.* A boarding fee shall be paid by the person redeeming an impounded animal. This shall be in addition to any fines or citations.

(C) *Impound fee.* An impound fee shall be charged to the owner of an impounded animal upon the first offense. A higher fee shall be charged for each offense thereafter that occurs within 1 year of a previous offense.

(D) *Quarantine fee.* A fee for quarantine or confinement of an animal shall be charged per day. Refusal to pay any of the above stated fees shall result in the dog or cat becoming the property of Valencia County. These animals shall then be treated as impounded animals.

(E) *Adoption fee.* The fee to adopt a dog or cat along with an adoption procedure shall be set forth by resolution and described in an office procedure manual.

(F) *Sterilization fee or deposit.* If not available, the state regulation for a minimum deposit shall apply.

(G) *Licensing fee.*

(1) There shall be an annual fee established for each sterilized dog or cat.

(2) There shall be an annual fee established for each intact dog or cat.

(3) There shall be an annual fee to register a dangerous or potentially dangerous dog.

(4) All licenses shall be issued only upon proof of current rabies vaccination and proof if the animal has been sterilized. Senior citizens may annually register their sterilized and microchipped dogs or cats, with a current rabies vaccination, for free. In the event the license tag has been lost, a replacement tag shall be obtained.

(H) *Traps.* There shall be a deposit for all traps, refundable upon return of the trap in good condition to the Animal Control Shelter.

(I) *Permitted premises permit.* Permitted premises permits shall be issued to owner(s) as defined in § 90.080 upon receipt of a current inspection certificate from the Animal Control Director. Any person failing to comply with this section shall pay a fine in addition to the annual fee. Possession of a permit precludes purchase of individual animal licenses for those dogs and/or cats owned by the permit holder.

(J) *Intact animal permits.* Intact animal permits shall be issued to persons wishing to maintain an unsterilized animal reclaimed by its owner from the animal control shelter. Permit shall be revoked if animal is picked up a second time within the year.

(K) *Litter fee.*

(1) Any person who breeds, or allows dogs and/or cats to breed, who does not have a current permitted premises permit shall pay a litter fee for each litter of dogs and for each litter of cats.

(2) Fee shall be refunded if owner provides to animal control proof of sterilization of mother within 3 months of litter birth.

(Ord. passed 6-23-1997; Am. Ord. 2007-01, passed 2-21-2007) Penalty, see § 90.999

#### **§ 90.034 ANIMALS AS PERSONAL PROPERTY.**

That dogs, cats and other animals shall be deemed and considered as personal property, and all remedies given for the recovery of personal property and of damages for injuries thereto are hereby extended to them.

(Ord. passed 6-23-1997)

#### **§ 90.035 RESTRAINT OF ANIMALS.**

Dogs and/or cats are permitted on the roadways and public areas in the county only if on a secure leash not exceeding 8 feet in length, and in the immediate physical control of the person having custody thereof. This provision does not apply when an animal is in a bona fide animal show, nor does it apply to dogs trained for the purpose of hunting and under the voice control of their owners.

(Ord. passed 6-23-1997) Penalty, see § 90.999

#### **§ 90.036 LICENSING.**

(A) Any person harboring or maintaining any dog or cat over the age of 3 months within the county

shall obtain a license or permit from animal control on an annual basis. The animal control shelter shall keep a record of all licenses issued. A current rabies vaccination certificate shall be presented at the time of the application for the license. Licenses shall be issued at the animal control shelter. A current license tag shall be affixed to the licensed dog or cat at all times. There will be a fee of for each dog or cat without the tag refundable upon proof of license being provided to an animal control officer.

(B) No license fee shall be required for service animals owned, harbored or kept for the purpose of assisting impaired persons.

(Ord. passed 6-23-1997; Am. Ord. 2007-01, passed 2-21-2007) Penalty, see § 90.999

### ***RABIES CONTROL***

#### **§ 90.050 RABIES VACCINATIONS.**

It is the duty of every person keeping a dog or cat over the age of 3 months to have the animals vaccinated against rabies. All dogs and cats must be vaccinated annually. Every person who keeps a vaccinated dog or cat must exhibit his or her copy of the certificate of vaccination upon the request of any person lawfully charged with enforcement of this chapter. Any unvaccinated dog or cat brought into Valencia County shall be securely confined by the owner or keeper until vaccinated against rabies. This vaccination shall be administered within 1 week of entry into the county. Any rabies vaccination performed by a veterinarian in another county, state or country must conform to the requirements of the State of New Mexico to be valid in Valencia County.

(Ord. passed 6-23-1997) Penalty, see § 90.999

#### **§ 90.051 ANIMAL BITES.**

(A) When an individual is bitten by a dog or cat for which the owner does not have proof of rabies vaccination, it is the duty of the bite-victim or the guardian of the victim to notify the district health

officer and an animal control officer within 24 hours of the bite. The owner or keeper of the animal shall immediately surrender the animal to animal control officers or Sheriff's deputies at his or her own expense. The animal control officer shall quarantine the animal securely for 10 days under the observation of the Animal Control Director or a licensed veterinarian. Absolutely no animal that has bitten any person may be rabies vaccinated within 10 days of the bite occurrence.

(B) Unvaccinated dogs or cats bitten by a known rabid animal should be destroyed immediately. If the owner is unwilling to have this done, the unvaccinated animal shall be quarantined immediately in strict confinement and isolation at the owners expense in a manner directed by the Animal Control Director and approved by the district health officer for a 6 month period. It shall be vaccinated with an approved rabies vaccine 10 days after release if no signs of rabies exist. Should the dog or cat show signs of rabies at any time prior to vaccination, it must be immediately destroyed.

(C) If a dog or cat having a current rabies vaccination is bitten by a known rabid animal, it shall be re-vaccinated immediately and confined and isolated at the owners expense for at least 10 days in a manner directed by the Animal Control Director and approved by the District Health Officer.  
(Ord. passed 6-23-1997) Penalty, see § 90.999

### ***PROHIBITIVE ACTIVITIES***

#### **§ 90.065 RUNNING AT LARGE.**

Any dog or cat found running at large as defined in this chapter is declared to be an animal nuisance, a menace to public health and safety, and if observed by an animal control officer or a Sheriff's Deputy shall be taken into custody and impounded.  
(Ord. passed 6-23-1997) Penalty, see § 90.999

#### **§ 90.066 NUISANCE.**

(A) All complaints regarding a dog or cat nuisance as defined in this chapter shall be filed in writing with an animal control officer, and shall include the name of the complainant and the name (if known) and address of the person(s) permitting the nuisance to occur and continue.

(B) An owner shall not advertize for sale, barter, exchange, or give away any dog or cat within the county unless the litter fee or permitted premises permit number is displayed legibly in the ad, and the owner shall furnish the litter or permitted premises number to any prospective recipient requesting the number.

(C) An owner shall not sell, barter, exchange or give away any dog or cat before the age of 6 weeks. Any person who does so shall be fined \$25 per animal. The only exception to this is in the case of hand-fed orphans.  
(Ord. passed 6-23-1997) Penalty, see § 90.999

#### **§ 90.067 CRUELTY TO ANIMALS AND ABANDONMENT.**

(A) It shall be unlawful for any person to neglect to provide any animal in his or her charge or custody with proper food, drink, necessary shade or shelter, or to carry any animal in or upon any vehicle or trailer in a cruel or inhumane manner, or to keep any animal under unsanitary or unhealthy conditions; an animal carried in the bed of a truck must be crated or restrained so it cannot fall or jump from the truck or be strangled.

(B) Penalty of \$200 to \$500 shall be imposed upon the owner or keeper for abandonment and/or abuse, and the animal(s) shall be impounded.

(C) It shall be unlawful for any person to willfully or maliciously kill or maim any animal except that reasonable force may be employed to drive off vicious or trespassing animals.

(D) It is unlawful to poison a domestic animal or to distribute poison or toxicants in any manner with the intent of poisoning a domestic animal. Prosecutions of this section shall carry a fine of \$300 to \$1,000 for each offense and each animal.





(E) No person shall promote, stage, hold, manage, conduct, carry on, train for or attend a game, exhibition, contest or fight in which 1 or more animals are injuring, killing, maiming or destroying themselves or other animals. Any incident will incur a \$500 to \$1,000 fine.

(F) No person shall provoke, entice, or intentionally release an animal from the property of its owner for the purpose of engaging the animal in a fight or to attack a person or another animal. Any incident will incur a fine of \$500 to \$1,000, plus any applicable medical fees.

(G) It shall be unlawful for any person owning or maintaining any place for public accommodation, public entertainment or amusement, a restaurant, or who operates a public transportation facility to exclude therefrom any dog which has been trained to assist the physically impaired, provided that the dog be in the company of the physically impaired person whom it was trained to assist.

(Ord. passed 6-23-1997) Penalty, see § 90.999

#### **§ 90.068 DOG KILLING OR INJURING LIVESTOCK AND/OR POULTRY.**

(A) If any dog shall kill or injure any livestock or poultry, the owner or keeper of that dog shall be liable for all damages that may be sustained thereby, to be recovered by the party so injured before any court having competent jurisdiction, and it shall be unlawful to keep the dog after it is known that the dog is liable to kill livestock or poultry and it shall be the duty of the owner to kill, or have killed, the dog upon order of the court after a finding that the dog has killed or injured livestock or poultry, and provided further, that it shall be the right of the owner of livestock or poultry so killed or injured by the actions of any dog to kill the dog while it is upon property controlled by the owner of the livestock or poultry.

(B) Any peace officer may impound any dog found running at large unaccompanied by and not under the control of the owner or handler, and further, the peace officer shall destroy the dog if it is in the act of pursuing or wounding livestock or

wounding and killing poultry or attacking humans. Any peace officer may kill any dog in the act of pursuing or wounding any livestock or wounding or killing poultry or attacking humans whether or not the dog wears a rabies tag required by NMSA § 77-1-3. There shall be no liability of the peace officer in damages or otherwise for the killing.

(Ord. passed 6-23-1997) Penalty, see § 90.999

#### **§ 90.069 DANGEROUS AND VICIOUS ANIMALS.**

(A) *Dangerous animals.* For purposes of this chapter a secure enclosure shall mean a fenced area or structure that is locked, capable of preventing the entry of the general public, including children, capable of preventing the escape of the animal, and clearly marked as containing a dangerous animal. The specifications for containment are outlined in the standard operating procedures of the department and subject to approval by the Animal Control Director and the County Manager.

(B) *Investigation.* Any complaint regarding a dangerous animal as defined within this chapter, whether reported by a citizen, or at the animal control officer's own instigation, shall be investigated. Investigative reports relative to these allegations shall include all information as stated in the department policies and procedures manual.

#### **(C) Declaration.**

(1) Based on the findings of an investigation regarding a suspected dangerous animal, the investigating officer shall make a full report to the Animal Control Director. The Animal Control Director shall make a determination to:

(a) Declare the animal dangerous and notify the owner or custodian of that finding; or

(b) Close the case citing insufficient evidence to conclusively deem the animal dangerous at this time. Closing a case shall not prevent the case from being reopened in the future.

(2) Notification to an owner or custodian that his or her dog has been declared dangerous shall include the following information;

(a) The owner or custodian has a right to appeal a declaration;

(b) The amount of time for filing an appeal;

(c) The actual date of deadline for filing the appeal;

(d) An outline for the requirements for compliance if the animal is to remain at the residence;

(e) The amount of time for the owner or custodian to accomplish full compliance in order to keep the animal;

(f) The actual date of deadline for compliance; and

(g) A copy of the dangerous animal section of this chapter, in its entirety.

**(D) *Necessary impoundment.***

(1) If the Animal Control Director, or his or her designee, determines that any owner or custodian cannot sufficiently contain his or her accused animal during the process of appeal, or the required 30-day period for compliance under this chapter, a warrant to seize the animal shall be sought pursuant to the applicable judicial process.

(2) An animal seized under this chapter shall be humanely and securely held at the county animal control shelter or authorized secure facility until the time as the owner or custodian complies with all requirements, or the owner or custodian has exhausted all rights to appeal, or otherwise directed by a court of competent jurisdiction. The confinement shall be at the expense of the owner or custodian.

**(E) *Hearing.***

(1) An owner or custodian, whose animal has been seized by animal control under division (D) above, shall be entitled to a hearing, to be held not later than the thirtieth day after the date on which the animal was seized unless otherwise directed by the court.

(2) This hearing shall be held in the court issuing the warrant, or in any other court of competent jurisdiction for the purpose of appealing the dangerous animal declaration.

**(F) *Redemption.***

(1) An animal that has been seized by animal control and declared dangerous, and that declaration has been upheld by the courts, if appealed, shall be returned to the owner or custodian only if the owner or custodian has met all requirements, paid all fees, and has established a secure enclosure in which to house the animal that complies with regulations set forth in the department policies and procedures manual, as well as all requirements set forth in section division (G) below.

(2) If the declaration has been reversed through appeal, by a court of competent jurisdiction, the animal shall be returned to its owner or custodian. In this case, no fee will be charged to the owner or custodian.

(3) No animal shall be returned to the owner or custodian once an order has been received by the courts to destroy the animal.

**(G) *Requirements for owners or custodians of dangerous animals.*** Not later than the thirtieth day after a person learns that he or she is the owner or custodian of a dangerous animal, the person shall:

(1) Register the dangerous animal with county animal control;

(2) Meet all requirements for keeping a dangerous animal as set forth in this chapter;

(3) Obtain liability insurance in the amount of at least \$100,000 to cover damages resulting from an attack by the dangerous animal causing bodily injury to a person and provide proof of the required liability insurance coverage, or equal financial responsibility, to the Animal Control Director;

(4) Provide a secure enclosure as set forth in the department policies and procedures manual;

(5) The dangerous animal shall be controlled at all times on a leash in the immediate control of a responsible person capable of controlling the animal when not within a secure enclosure as specified herein; and

(6) Sterilize the animal.

(H) *Prohibition.* No person shall knowingly sell, offer for sale, breed, or attempt to buy a dangerous animal within the county.

(I) *Removal to another jurisdiction.* No person shall remove an animal that has been declared dangerous to another jurisdiction without the prior knowledge and approval of the Animal Control Director.

(J) *Registration.* The county animal control shelter shall annually register a dangerous animal if the owner or custodian:

(1) Presents:

(a) Proof of liability insurance or financial responsibility as required by division (G) above;

(b) Proof of current and valid rabies vaccination of the dangerous animal;

(c) Two color photographs of the animal taken within 6 months of application for registration; and

(d) Two photographs of the secure enclosure in which the dangerous animal is kept.

(2) Has the secure enclosure re-inspected by an animal control officer; and

(3) Pays an annual registration fee as set forth in the duly adopted schedule of fees.

(K) *Registration tag.* Upon completion of the requirements for registering a dangerous animal, the animal control shelter shall provide to the owner or custodian a specific registration tag. The owner or custodian must place the tag on the animal's collar and ensure that the animal wears the collar with the tag attached, at all times.

(L) *Moving to a new address.* If an owner or custodian of a registered dangerous animal moves to a new address, within the same jurisdiction, the owner or custodian, not less than 14 days after the date of the move, shall notify the animal control shelter of his or her new address.

(M) *New ownership.* If an owner or custodian of a registered dangerous animal wishes to give the animal to another person, relinquishing all further ownership or custodianship, the new owner or custodian shall be held to all standards formerly required of the previous owner or custodian. The new owner or custodian shall comply with all requirements for registering the dangerous animal in his or her name. An owner or custodian of a declared dangerous animal shall notify animal control of any attacks the dangerous animal makes on people.

(N) *Vicious animals.* The disposition of an animal deemed vicious shall be adjudicated. If the victim is a person, the animal must be seized and impounded until a judgment has been made by the court.

(Ord. passed 6-23-1997; Am. Ord. 2004-16, passed 12-15-2004) Penalty, see § 90.999

**PERMITTED PREMISES**

**§ 90.080 PERMIT REQUIRED.**

(A) No person shall operate a commercial kennel/cattery, pet shop, humane society guard dog site, hobby kennel/cattery or keep a dangerous animal without a valid permit issued by the Animal Control Director.

(B) A fine of \$100 will be assessed for any violations.

(Ord. passed 6-23-1997; Am. Ord. 2004-16, passed 12-15-2004)

**§ 90.081 PERMIT APPLICATIONS.**

Persons who wish to apply for a permit shall file on forms provided by the county. The applications shall require information sufficient to assure the Animal Control Director that the applicant and facilities are adequate to care for the animals in a manner that protects the public and the animals.

(Ord. passed 6-23-1997) Penalty, see § 90.999

**§ 90.082 PERMIT REQUIREMENTS; EXPIRATION; RENEWAL.**

(A) No permit is transferable from 1 person or place to another person or place.

(B) A valid permit shall be posted in a conspicuous place at each permitted premises.

(C) A permit holder shall notify the Valencia County animal control center of any changes in operations which may affect the status of the permit and shall keep the center informed of all changes in name, address, home and business telephone numbers.

(D) Both the person in charge of permitted premises and the owner of the permitted premises shall be responsible for complying with this chapter.

(E) At each permitted premises, except hobby kennels, a current record shall be kept which describes all animals owned, purchased or received, and the final disposition of each animal.

(F) (1) Permits shall expire 1 year after the date of issuance of the permit.

(2) An application for renewal, accompanied by a current certificate of inspection issued by the Animal Control Director, shall be filed at the center 30 days before the date of expiration.

(2) Failure to renew permits as specified shall result in the expiration of the permit, or in the assessment of a late fee of \$10 in addition to the cost of renewing the permit.

(Ord. passed 6-23-1997) Penalty, see § 90.999

**§ 90.083 FACILITIES AND CARE APPLICABLE TO KENNEL/CATTERY PERMIT.**

Dog and/or cat housing facilities must be structurally sound and shall be constructed of non-toxic materials. The facility shall be maintained in good repair and kept clean and sanitary at all times so as to protect animals from disease and injury. Animals maintained in pens, cages or runs for periods exceeding 24 hours must be provided with adequate space for exercise, to prevent overcrowding, and to permit adequate ventilation and temperature control to provide for the animals comfort and health. Sufficient lighting shall be provided by either natural or artificial means. If outside housing is provided, it must be sufficient to protect the dog and/or cat from sunlight, rain, snow or cold weather detrimental to the animal's health. Disposal facilities shall be provided and operated so as to minimize vermin infestation, odors and disease hazards. Animals shall be provided with sufficient fresh clean and wholesome food and water. Food and water containers must be kept clean. Every animal kept in a kennel must be observed daily and diseased or injured animals must be provided with veterinarian care.

(Ord. passed 6-23-1997) Penalty, see § 90.999

**§ 90.084 ACCESS TO PERMITTED PREMISES.**

A certified animal control officer shall be allowed to enter a permitted premise, following proper notification of permit holder or applicant, for the purpose of inspection prior to issuance of permit, renewal of permit, or for investigation of complaint as specified in § 90.017 of this chapter.

(Ord. passed 6-23-1997) Penalty, see § 90.999

**§ 90.085 SUSPENSIONS, REVOCATION OF PERMITS.**

(A) (1) When the County Manager discovers that a permitted premises is in violation of this chapter, he or she shall give notice of this violation to the permit holder, operator or person in charge by means of an inspection report or other written notice.

(2) The notification shall state that failure to comply with the inspection report issued in accordance with the provisions of this chapter may result in immediate suspension or revocation of the permit.

(B) (1) Permits may be suspended for 30 days to allow permit holder to comply with the requirements of this chapter or other applicable laws, ordinances or regulations.

(2) Permits may be revoked for serious or repeated violations of the requirements of this chapter, or for violation of other applicable laws, ordinances or regulations. A permit shall be revoked for a minimum of 1 year. The permit shall be surrendered to the Animal Control Director upon suspension or revocation.

(3) (a) A person whose permit has been suspended may apply for an inspection of the premises for the purpose of reinstating the permit by filing an additional application for a permit at the shelter on the form required by the County Manager.

(b) Within 5 working days after the shelter receives the application, an animal control officer shall make an inspection.

(4) If the applicant and the site are in compliance with the requirements of this chapter and all other applicable laws, regulations and ordinances, the permit shall be reinstated.

(Ord. passed 6-23-1997) Penalty, see § 90.999

**§ 90.086 GUARD DOG SITE.**

(A) *Guard dog permit.* A person who wishes to use a guard dog shall first obtain a guard dog permit.

(B) *Guard dog housing.*

(1) In addition to the facilities and care standard requirements for permitted premises set forth elsewhere in this chapter, the area where the guard dog is housed, while not on duty, shall be secured in a manner which will prevent their escape.

(2) The off-duty housing area shall be kept locked when not in use.

(3) (a) Guard dog premises shall be posted with warning signs at least 12 inches long on each side.

(b) The warning signs shall state "Guard Dog" or "Guardian" and shall show a picture of an aggressive dog.

(c) The warning signs shall be posted not more than 200 feet apart on the exterior of the fences or walls surrounding the site, and shall be posted at all exterior corners of the site and every entrance to the site.

(Ord. passed 6-23-1997) Penalty, see § 90.999

**§ 90.087 EXCEPTIONS TO PERMITTED PREMISES.**

The following are not required to obtain a permit:

(A) A veterinarian hospital or clinic operated by a licensed veterinarian;

(B) A bona fide research institution, using animals for research; or

(C) A publicly owned animal control center or shelter.

(Ord. passed 6-23-1997)

### *CLAUSES*

#### **§ 90.100 ANNUAL FEE ADJUSTMENT.**

All fees included in this chapter will be reviewed annually to consider changes in the cost of providing services and related increases or decrease in fees, subject to the approval of the Board of County Commissioners.

(Ord. passed 6-23-1997; Am. Ord. 2004-16, passed 12-15-2004)

#### **§ 90.101 PERJURY CLAUSE.**

It is unlawful for any person to make any false affidavit, or knowingly swear to any document, matter or thing required to be sworn to or affirmed by the terms of Valencia County Animal Control Chapter.

(Ord. passed 6-23-1997) Penalty, see § 90.999

#### **§ 90.999 PENALTY.**

(A) Any person who violates any of the provisions of the Animal Control Chapter shall be deemed guilty of a misdemeanor.

(B) Each violation of this chapter shall be punishable by a fine of no more than \$300, and/or imprisonment for no more than 90 days, or both; exceptions being those sections which carry a separate fine or penalty for the offense stated.

(Ord. passed 6-23-1997; Am. Ord. 2004-16, passed 12-15-2004)

**PUEBLO OF JEMEZ  
DOG AND CAT CONTROL ORDINANCE**

**1. DECLARATION OF POLICY:**

An ordinance regulating the animal control and population within the exterior boundaries of the Pueblo of Jemez. In order to assure and preserve the community public health, safety and welfare by prevention of nuisances and hazards resulting from dogs and cats, the following standards shall be implemented and administered to control animals through registration, vaccination, spay/neuter, impoundment, quarantine and euthanization of stray and feral animals (dogs and cats).

**SECTION 1: CONTROL & REGISTRATION**

- a. Control, vaccination and registration of dogs and cats shall be the responsibility of homeowners.
- b. All dogs and cats over the age of four (4) months, owned, kept or maintained within the boundaries of the Jemez reservation, shall be registered by the homeowner. The Injury Prevention program personnel and/or a designated Tribal Official through the contracted veterinary services are available upon request and scheduling to assist in the registration process. The Injury Prevention Program will maintain registration records at a centralized location.
- c. It is the duty of the owner of maintaining a dog or cat to have the animal vaccinated annually against rabies, and be able, upon request, to provide proof that the vaccination has been administered.
- d. The vaccination tag shall serve as evidence of registration and shall be worn by the dog or cat on a collar.
- e. All dogs and cats shall be spayed / neutered by the age of 6 months, as a requirement for registration.
- f. Rabies vaccination clinics will be held in one location during the summer months. All dogs and cats will be vaccinated for Rabies by a veterinarian and assisted by the Injury Prevention Personnel (vaccine provided by IHS).

**SECTION 2: STRAY AND UNREGISTERED ANIMALS**

- a. Any dog or cat found within the boundaries of the Jemez Indian Reservation but physically outside of human control, or household premises, and not wearing a rabies vaccination tag will be considered a stray, and as such may be picked up by any tribal official, Injury Prevention Personnel and/or Law Enforcement for euthanization.

**SECTION 3: VICIOUS ANIMALS**

- a. It shall be unlawful for any person to own a vicious dog or cat.



- b. It is unlawful to own and locally possess: Pit Bull, Doberman, Rottweiler, Chows and all cross mix of these breed. These particular species or breed are known to have vicious behavior and therefore by order of Governor and Tribal Council, through a Tribal Order in 2004, are banned from this community.
- c. Any dog or cat that attacks or bites any person shall be presumed to be vicious. Upon notification that a dog or cat has bitten or attacked a human, the owner shall be notified, and the animal will be removed by the Injury Prevention Personnel or Tribal Official. (If there are signs of Rabies - It will be taken to a veterinary clinic to be euthanized and the head specimen sent to the diagnostic laboratories for rabies analysis.)

**The Pet Owner will be responsible for all costs.**

#### **SECTION 4: OWNERSHIP**

**1. Ownership shall be restricted to one dog and one cat per household, including households in rural areas, farm houses, corrals or other buildings of the Jemez Reservation.**

**2. ALL DOGS SHALL BE PENNED UP OR TIED UP DURING RELIGIOUS ACTIVITIES. UNDER ANY CIRCUMSTANCES NO EXCEPTIONS WILL BE CONSIDERED.**

#### **SECTION 5: VIOLATION**

Any tribal member who fails to comply with this ordinance will be in violation and subject to a citation by Jemez Tribal Officials or Jemez Law Enforcement Officers. Upon citation, the person shall be ordered to appear at a hearing in the Jemez Tribal Court.

#### **SECTION 6: PENALTIES**

Any Tribal member found to be in violation of this ordinance at a hearing of the Jemez Tribal Court may be subject to penalties as stated in the following sub-sections of Section H of the Jemez Tribal Code:

- 3-2-46 Restriction of Dogs and Cats
- 3-2-47 Vicious Dogs
- 3-2-48 Stray and Unlicensed Dogs and Cats
- 3-2-49 Destruction; Vicious Dog
- 3-2-50 Vaccination and Registration of Animals
- 3-2-51 Cruelty to Animals

**Revised: 7/13/11**

# Animal Control Ordinances



The following is a brief overview of several of the ordinances that are pertinent for a owner or keeper of an animal within the city limits.

**Limit on number of pets-** The city of Hannibal has a limit of five animals (cats or dogs,) with a limit of 3 cats, over the age of six months, that can be housed in any one residential location within the city.

**Animals at large-** There are ordinances that pertain to cats, dogs and other animals that prohibit them from running at large on Public Property within the city.

**Leashing of dogs—** When the owner or keeper of a dog does take the dog to a public place the dog is required to be on a leash not exceeding 10 feet in length.

**Dog Licensing—** every dog that is over the age of six months that is housed within the city limits of Hannibal are required to be licensed.

**Dog Licensing (cont.)-** A dog license can be obtained by visiting the Hannibal City Collector at Hannibal City Hall— 320 Broadway Hannibal Missouri. *(Must be renewed annually.)*

**Vaccinations-** No person shall keep or own a dog or cat unless it has been vaccinated by a licensed veterinarian.

**Abuse or Neglect of Animals-** No person will be permitted to Abuse or Neglect an animal within the city limits of Hannibal. Examples of Abuse are intentional acts that cause injury or suffering to an animal. Examples of Neglect are failing to properly provide food and water or shelter to your animal or failing to maintain proper control of the animal.

**Dangerous dogs-** No person shall maintain an animal within the city limits of Hannibal that has been deemed dangerous. Examples of a dangerous dog is any dog that has been harbored for the purpose of fighting, any dog that has inflicted a severe injury, or when unprovoked chases or approaches a person on public or private property in a menacing fashion.



"Be a responsible Dog Owner, and put your dog on a leash."

## Animal Safety Tips

- **Always maintain control of your pet .**
- **Never allow another person you do not know to approach your animal without permission from you.**
- **Make sure your animal always has clean water, food and adequate shelter if left outside for any period of time.**
- **Always provide your animal with required vaccinations as well as a wellness check up from a licensed vet.**
- **Help control the population and have your pet spayed or neutered.**

All city ordinances pertaining to animals can be viewed online at [www.hannibalpd.com](http://www.hannibalpd.com). If you have a question or comment concerning animal control you are invited the visit the Hannibal Police Department or call 573-221-0987.

# **APPENDIX B:**

## **ANIMAL CONTROL OFFICER**



## **JOB DESCRIPTION**

**Title      Animal Control Officer**

### **Summary**

Performs animal control work for the county. The work involves patrolling assigned areas of the county to enforce animal control ordinances and related laws, rules and regulations. Worker carry out daily assignments, follow through on matters, and use independent judgment and training to take appropriate actions to deal with standard recurring situations.

### **Essential Job Functions**

Enforces County and State animal regulations including, but not limited to, cruelty to animals, dangerous/vicious animals, and animal bites, including dogs, cats, livestock and fowl.

Patrols assigned County areas, contains and picks-up stray, sick/injured, feral, and/or unwanted and captured domestic animals, transporting them to appropriate destination.

Performs emergency animal rescue service, emergency night call service, and animal first aid when required.

Serves and responds to court and Animal Control Board summonses as necessary, and represents County at court and Animal Control Board hearings.

Maintains required telecommunications contact.

Sets traps to capture evasive domestic animals.

Educates the public on proper animal care, wildlife problems, and animal control regulations.

Issues warnings/citations to animal owners found in violation of animal regulations.

Prepares and maintains necessary reports and records.

Performs routine vehicle and equipment maintenance.

Tranquilizes dangerous/vicious animals in a safe humane manner as authorized by supervisor.

Destroys dangerous/vicious animals in a safe humane manner as authorized by supervisor.

Responds to and investigates complaints from citizens concerning domestic animals.

### **Other Duties**

Performs related work as required.

### **Knowledges, Abilities and Skills (These are pre-employment KASs that apply only to Essential Job Functions.)**

Knowledge of--

- The purposes and methods of animal control programs.
- Effective methods of controlling and containment of domestic animals.

Ability to--

- Perform animal control duties efficiently.
- Handle animals safely and effectively.
- Deal courteously with the public.
- Operate vehicle safely.

**Animal Control Officer**  
**Page 2**

**Required Qualifications (Note: Any acceptable combination of education, training and experience that provides the above knowledges, abilities and skills may be substituted on a full-time year for year basis.)**

**Training and/or Education**  
High school diploma or GED.

**Experience**  
Two years of progressively responsible experience in working with animals.

**Licenses or Certificates**  
Valid driver's license.

**Special Requirements**  
None

**Physical Demands**  
The work is regularly active with periods of heavy exertion, and is performed in office, field settings and outside in varying weather conditions. Typical positions require workers to walk or stand for long periods; lift and carry up to 1 00 pounds; climb stairs, ladders and scaffolding; bend, kneel, crouch and crawl; reach, hold, grasp and turn objects; feel the size, shape and temperature of items; and use fingers to operate computer or typewriter keyboards. The work requires the ability to speak normally, to use normal or aided vision and hearing, and to detect odors.

**Unusual Demands**  
Workers are subject to emergency callback.

Employee is subject to work beyond normal scheduled hours, weekends and holidays.

**FLSA Status**  
Nonexempt

**Reports to**  
Chief of Animal Control Services

**Supervises**  
None

HRSG 3/97

## IV. FIELD OPERATIONS

This section reviews the *Field Operations* of the Animal Control Services Division.

### A. OVERVIEW OF FINDINGS

#### General

A field services program cannot be strong and effective if it is merely a trucking operation that picks up stray and unwanted animals. It can be a viable program of animal control and rescue that contributes to the education of the community and helps to win public support for and compliance with the jurisdiction's animal control program. In an effective and humane field services program, personnel carry out the following duties:

- ◆ Patrol the community on a regular schedule to help make the public aware of animal control and to enforce the local ordinance
- ◆ Enforce all licensing and permit provisions of the applicable local and state laws
- ◆ Impound unregistered (unlicensed) animals running at large and issue violation notices for registered animals running at large
- ◆ Issue a citation (much like a traffic ticket) to people found violating animal laws
- ◆ Inspect commercial animal establishments and other premises that are required to have a permit (for example, pet shops)
- ◆ Investigate cruelty cases and handle all complaints related to animals and animal welfare
- ◆ Rescue animals in danger or distress on an emergency basis 24 hours a day
- ◆ Educate the public about responsible animal care, safe confinement, and restraint techniques.

A 1997 study conducted by the National Animal Control Association (NACA) found the average ratio of field animal control officers to citizens was one officer for every 16,000 to 18,000 persons. To determine optimum field staffing, local governments must factor in population, the size of the service area, and enforcement responsibilities. NACA also recommends that local governments base staffing levels on a call-for-service model: the government should analyze service calls and measure the demand for animal control services.”<sup>1</sup>

As California’s population increases and expands into areas once considered rural, the workload of animal control field personnel increases and changes. Animal control service requests are generated by citizen requests for service. Few agencies have the resources to engage in “unassigned patrols” or “proactive patrolling.” In most large jurisdictions animal control field staff move from one call to the next with no time to take care of general housekeeping activities such as looking for loose dogs or picking up dead animals that are not first called into the agency. Many requests for service involve activities that citizens previously handled themselves

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<sup>1</sup> Animal Control Management, International City/County Management Association, 2001, P55

or did not report. Barking dog calls, animal cruelty investigations, and calls involving human interaction with wildlife become more frequent and time consuming as citizens move into once rural areas.

## Deployment Of Field Staff

Metro Bakersfield is divided into 4 areas: northeast, northwest, southwest, and southeast, which include the small communities of Arvin and Lamont. There is an officer in each area and 2 “floaters.”

South Kern and West Kern are one area covered by one officer. West Kern includes the small communities of Taft, Dustin Acres, Ford City, Fellows, and Maricopa. South Kern includes the mountain communities south of the grapevine: Frazier Park, Pine Mt. Club, and Lake of the Woods. South Kern is patrolled once per week and as needed in emergencies.

North Kern encompasses the communities of Buttonwillow, Shafter, Wasco, and Lost Hills. One officer covers this area.

Kern River Valley (KRV) has several mountain communities on either side of the Kern River and off the 178 Freeway. The Lake Isabella shelter is located in KRV, and animals impounded in this area go there. One officer covers this area.

The Ridgecrest area is in the northeast portion of Kern County and includes Inyokern, Johannesburg, and Randsburg. One officer covers this area. Animals impounded in this area go to the Ridgecrest shelter.

The Mojave area encompasses Tehachapi, Mojave, Boron, Stallion Springs, and Bear Valley Springs. Two officers are meant to cover this area; currently one Officer covers this area and another Officer assists 2 to 3 days per week. Animals impounded go to the Mojave shelter.

## Work Schedule

The Animal Control Services Division provides field animal control service 24 hours a day, 365 days per year. Officers work an 8:00 am to 5:00 pm Monday through Friday shift. Weekend and after-hours calls are handled by three Animal Control Officers: one in metro Bakersfield, one in Ridgecrest/Mojave, and one in the other outlying areas. These Officers receive “availability pay.”

Dog bites, animal cruelty, loose dogs, animal nuisances, and similar calls occur at times other than when animal control officers are available. There are 168 hours in a week. There are 128 hours when animal control is not able to respond to service requests except on an on-call basis. This can and does lead to long response times.

Last year the Division completed over 22,000 field service calls. The Department has contracts with two of the County’s cities to provide field service: Maricopa and Tehachapi. The County operates two animal shelters in Bakersfield and Mojave and contracts with the cities of Ridgecrest and a private service provider in Lake Isabella for shelter service in these areas. The City of Arvin contracts with the County for shelter services. The City of Bakersfield recently terminated its animal control contract with the S.P.C.A. The city has deployed 4 animal control officers providing approximately 3.5 full time equivalent positions. The City has contracted with

the County for shelter service. The cities of Delano, Shafter, Taft and Wasco operate their own animal control programs.

<b><u>Kern County</u></b>	<b><u>Population</u></b>
Arvin	14,966
Bakersfield	295,893
California City	11,504
Delano	45,056
Maricopa	1,147
McFarland	12,179
Ridgecrest	26,493
Shafter	14,113
Taft	9,052
Tehachapi	11,907
Wasco	23,708
Incorporated	466,018
Unincorporated	287,052
County Total	753,070
County Field Service Area	315,072
County Shelter Service Area	610,965

Animal Services Officers are not peace officers but may exercise the powers of arrest of a peace officer as specified in California Penal Code Section 836. They have the power to serve warrants as specified in California Penal Code Sections 1523 and 1530 during the course and within the scope of their employment, if those officers successfully complete a training course in the exercise of those powers pursuant to California Penal Code Section 832. (Reference California Penal Code Section 830.9).

Animal Control Officers are tasked with enforcing State Laws and the County Animal Control Ordinance within the unincorporated area of the County and within those cities contracting for animal control service. A list of code sections Officers are responsible for enforcing and/or should be familiar with is presented in **Appendix IX**.

Animal Control Officers perform the following typical tasks:

- ◆ Answers complaints concerning animals and takes appropriate action
- ◆ Patrols an assigned area
- ◆ Impounds stray animals
- ◆ Investigates and properly quarantines biting animals
- ◆ Captures or kills, as necessary, suspected rabid and/or unrestrained vicious animals
- ◆ Collects dog license, impounding and care fees, and issues receipts
- ◆ Explains and enforces State and County laws relating to animal control and licensing



- ◆ Issues violation notices and court citations and appears in court as complaining witness
- ◆ Investigates and takes appropriate action to prevent inhumane treatment of animals
- ◆ Prepares written reports of activities and investigations
- ◆ Transports sick, injured or dead animals to the Animal Control Shelter
- ◆ Assists in keeping the Animal Control Shelter clean and orderly
- ◆ Assists in separating all animals that show signs of rabies or other diseases
- ◆ Assists in cleaning and disinfecting facilities and equipment
- ◆ Assists the public in the claiming or adoption of animals
- ◆ Assists in keeping animal records.

### Determining Field Staffing Needs

Determining the optimum or desirable number of Animal Control Officers has remained an elusive goal for the profession. Several professional groups have tried to develop a model for justifying the desired level of officers. In some cases, this model appeals to budget officials and executives because of the apparent scientific approach to this issue. Results, however, have been mixed. In some cities the model has done nothing more than measure the volume of work and provides a basis for deploying personnel. The service spectrum in each Animal Control department varies according to the management style and philosophy of the director, policies of government and community expectations. Where cities or agencies only count the calls for service within a community to determine optimum staffing, officer safety, citizen safety and major types of service delivery are not factored into overall staffing needs. In Animal Control work, enforcement responsibilities, population density and diversity, along with coverage area need also be a consideration for future planning. Staffing which is determined solely on the ability “to respond quickly to a call” does not address a basic Animal Control responsibility - protection of people and animals. Policies, and in some instances, ordinances affect staffing needs. In cases where officers can give warnings or educate violators to prevent future occurrences, the officer has spared an animal the distress of impoundment or reduced the possibility of further violations. Attendance in court by officers also affects availability. Although there is no universally accepted scientific methodology for determining the number of Animal Control Officers needed in a given jurisdiction, three models are variously employed in Animal Control in determining an appropriate number of personnel.

- ◆ Some jurisdictions have attempted to evaluate the estimated growth in residential and business activity and predict the need for additional personnel.
- ◆ The use of comparative data from the *National Animal Control Association Data Survey* factoring in population, square miles served, and whenever possible, enforcement responsibilities.
- ◆ The “calls for service” model is used primarily as a workload indicator because the data represents a recognizable and readily measurable demand for Animal Control service. Comparing the number of calls for service from one jurisdiction

to another, however, can be very tenuous, because of the variety of calls and the response to Animal Control efforts to encourage citizens to call on any perceived problem.

“Determining the number of officers requires an assessment of citizen calls, officer-initiated calls, citations, written warnings, assisting outside agencies, the need for safety and security, a flexible beat structure, time spent on investigations, preventive patrol time and the specific types of service that the public wants and expects.

“The basic elements of the “calls for service” model are as follows:

- ◆ Each 8-hour Animal Control position requires 2,920 hours to fill one shift for 365 days.
- ◆ Officer availability for staffing is determined by deducting from 2,080 hours (the maximum for one year), and the time required for vacation, sick leave, court time, “flex” days and training. In using this model, the average number of hours dedicated to Animal Control for Animal Control will be 1,832 hours (a standardized ratio), or 229 days.
- ◆ Determine the relief factor (relating to the number of officers needed to fill one position for the entire year) by dividing the number of days of work required for each beat area in a year (365) by the average number of days officers actually work in a year. In using this ratio, the 365 divided by 229 = 1.60 officers per day, per beat area.

“In most situations, the National Animal Control Association utilizes the “calls for service” model in determining an appropriate number of personnel.”<sup>2</sup>

The Division provides field service to approximately 315,000 citizens. This equates to 1 officer per 26,250 of population. On average, each Officer is responsible for 667 square miles. This is not a totally accurate assessment in that the majority of Officers are concentrated around the Bakersfield Metro area. Officers assigned to South and East Kern however, are responsible for covering a very large geographic area. Using the NACA formulations noted earlier, Kern County should deploy between 16 and 20 Animal Control Officers.

### Animal Cruelty Investigations

One of the concerns expressed during Citygate’s Focus Group meetings and in the Customer Survey involved the perception that the Division is uncaring and/or unwilling to pursue animal cruelty investigations. This perception is not uncommon relative to animal control programs in general and results from: genuine, but at times emotional, responses to stories in the press that are not complete in their detail; a misunderstanding of what constitutes animal cruelty; and lack of understanding relative to the constitutional rights of animal owners. In short, animal control officers must obey the law and cannot take someone’s property i.e. their animal without due process. They may not enter the property of a person without just cause e.g. when an animal is in imminent danger, or where lack of action would result in the animals death or significant injury. To successfully prosecute a case the District Attorney will expect and the courts will

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<sup>2</sup> National Animal Control Association Web Site: <http://www.nacanet.org/staffing.html>

require that all applicable laws are obeyed and the rights of the alleged perpetrator have been respected.

We noted that the Division had difficulty reporting out specifics to us with regard to the volume and nature of animal cruelty investigations during any given year.

See **Appendix VIII** Legal Aspects of Animal Control for a thorough examination of this issue.

#### Division Vehicles:

The Division has 23 animal control vehicles. 5 have over 100,000 miles, 3 have between 80,000 and 100,000 miles, 8 have between 50,000 and 80,000 miles, 17 have less than 50,000 miles. The Division recently acquired a new livestock trailer, increasing their ability to impound livestock.

Field staff is generally satisfied with the vehicles assigned to the Division. However, the Division does not have a 4-wheel drive vehicle. Access to some areas of the county requires having this capability.

#### Assigned Animal Control Officer Equipment:

<u>Item</u>	<u>Quantity</u>	<u>Item</u>	<u>Quantity</u>
Name Tag	2	Baton	1
Badge	2	Radio Charger	1
Keys	11	Radio	1
Control Pole –Dog	1	Pager	1
Control Pole-cat	1	Flashlight	1
Jab Stick	1	Gloves-Leather	1
Clipboard	1	Rain Slicker	1
Receipt Book	1	Map Book	1
NTA Holder	1	Camera	1
NTA Book	1	Euthanasia Kit	1
Pepper Spray	1	Lariat	1
Pepper Spray Holder	1	Shovel	1
ASAP	1	Cat Trap	1
ASAP Holder	1	Transfer Cage	1
First Aide Kit	1	Portable File Folder	1

Firearms are used to euthanize animals in the field where other means are impractical or would place the Animal Control Officer in danger. The use of firearms by Animal Control Officers is necessary unless an agency is willing to wait for the arrival of a police officer to perform this task. This might be possible in a city due to the small geographic size and close proximity of police staff. This is not possible in Kern County due to the large geographic area involved.

All staff carry tranquilizer guns in their trucks. Four Officers are issued 12 gauge shotguns. These are the Officers assigned to the Lake Isabella area, Ridgecrest area, the South and West area and the Senior Officer in the Bakersfield metro area. All Officers are required to qualify annually with the shotgun. Firearms training is provided by the Sheriff's Department. In addition, all Officers undergo annual chemical capture/tranquilizer training.

Equipment issued is appropriate and what we examined was in good repair. However, some employees expressed concern relative to the condition of their equipment.

The work of animal control officers involves working with all segments of the community. Some of these individuals can pose a threat of bodily harm. Ballistic protective vests, commonly referred to as “bullet proof vests,” are not provided to Officers.

The Division installed Chameleon software in 1997. This software is cable of generating management reports relative to the performance of field staff among other capabilities. This capability is not being utilized, since regular reports relating to the performance of field staff are not being produced.

The salary of Animal Control Officers is not comparable with that of other classes in the County with similar responsibilities, nor is it commensurate with the duties and responsibilities routinely performed by Animal Control Officers.

## ***B. RECOMMENDATIONS TO IMPROVE FIELD OPERATIONS***

The following recommendations are made in order to improve the efficiency and effectiveness of the Field Operations component of Kern County’s animal control program.

**Recommendation IV-1:                    Conduct a thorough study of Kern County’s staffing needs taking into account the “calls for service” model.**

The staffing evaluation models presented in this report would suggest that Kern County needs between 16 and 20 Animal Control Officers. More than 16 are required because of the very large size of the County. If the City of Bakersfield were merged with the County Animal Control Program, this number would need to be increased. The large geographic size of Kern County and the current independence of the City of Bakersfield need to be factored into this assessment.

**Recommendation IV-2:                    Change the current shift schedule to provide coverage before 8:00 a.m., after 5:00 p.m., and on weekends.**

At such time that the Animal Control Officer staff is increased, the hours of operations should be changed to provide coverage before 8:00 a.m., after 5:00 p.m. and on weekends. The current shift schedule does not provide the citizens of the County with adequate coverage. Animal problems are not restricted to an 8 to 5 schedule. Utilizing on-call personnel for after-hours and weekend calls is inefficient and leads to long response times.

**Recommendation IV-3:                    Provide ballistic protective vests to those officers who wish to wear them.**

Animal Services Officers are in constant contact with all strata of the community. Some of these individuals have criminal records and can react violently and unpredictably to situations that are not to their liking. Animal Control Officers are tasked with the issuance of court citations and the impoundment of animals from these individuals.

**Recommendation IV-4: Utilize the Chameleon system to generate field performance reports. Use these reports to evaluate and motivate field staff.**

The Chameleon computer software is capable of tracking all aspects of the Division's performance. The software is based on a relational database that allows the extraction of data through provided reports or the generation of specific reports through the Crystal Reports report software module. This capability is not being utilized. Officer performance is not tracked and used as part of an on-going evaluation process.

**Recommendation IV-5: Re-title Animal Control Officer to Animal Control Officer I.**

Rewrite the job description to designate this as the entry level in the series. Establish the class of Animal Control Officer II. Designate this as the journey level class. Restrict movement into this class to those who have demonstrated competence in specified job knowledge and abilities.

**Recommendation IV-6: Respond promptly to Officer requests to repair or replace equipment.**

Animal Control Officers are required to impound fractious animals. To do so safely requires proper functioning catch poles cages, halters and other capture equipment. The proper and prompt repair and/or replacement of this equipment is essential for Officer safety. This was an issue of concern expressed in Citygate's Employee Survey. The Division should procure sufficient inventory of equipment to assure timely replacement.

**Recommendation IV-7: Order the next two animal control vehicles with four-wheel drive.**

The terrain of Kern County is hilly and rough. The completion of some animal control calls requires going off-road. Current vehicles lack this capability.

# **APPENDIX C:**

## **SHELTER**



			Engineer's Estimate	
Item Description	Estimated Quantity	Unit	Unit Cost	Estimated Total Cost
Mobilization/Demobilization	1	LS	\$20,000.00	\$20,000.00
Connection to Existing Water Main	1	EA	\$1,800.00	\$1,800.00
Shelter Foundation	1	LS	\$20,000.00	\$20,000.00
Shelter Plumbing	1	LS	\$40,000.00	\$40,000.00
Shelter Building Construction	1	LS	\$70,000.00	\$70,000.00
Chain Link Fencing*	273	LF	\$25.00	\$6,825.00
Gravel Cover	1	LS	\$3,500.00	\$3,500.00
*This estimate was for a 33x14 square foot building.				\$162,125.00

**RECOMMENDED MINIMUM STANDARDS FOR**  
**ANIMAL SHELTERS IN NEW MEXICO**  
**Submitted to the Animal Sheltering Board**  
**February, 2012 and Revised June, 2012**

**Introduction**

The Animal Sheltering Board (ASB) was created in 2007 by the New Mexico State legislature under the **Animal Sheltering Services Act [Chapter 77, Article 1B NMSA 1978]** (The Act). ASB was chartered to provide recommended standards for humane housing and treatment of New Mexico's shelter animals and to create rules guiding the humane euthanasia of animals in the State's animal shelters.

The standards presented below are a compilation of guidelines developed in November 2007 by New Mexico animal welfare experts (listed in the Appendix) brought together by Animal Protection of New Mexico, "Guidelines for Standards of Care in Animal Shelters" (GSCAS) published in 2010 by The Association of Shelter Veterinarians (ASV) and "Facility Housing and Design" published in 2010 by the University of California, Davis, Koret Shelter Medicine Program (Koret). It should be noted that these Guidelines were developed from multiple scientific studies conducted by ASV in shelters throughout the country.

**Overview**

The overriding principles guiding these recommended standards also include the American Veterinary Medical Association's (AVMA) Animal Welfare Principles stating "Animals should be treated with respect and dignity throughout their lives" (AVMA 2006) and the GSCAS use of the Five Freedoms For Animal Welfare (Farm Animal Welfare Council 2009) shown below:

1. Freedom from Hunger and Thirst	by ready access to fresh water and a diet to maintain full health and vigor
2. Freedom from Discomfort	by providing an appropriate environment including shelter and a comfortable resting area
3. Freedom from Pain	by prevention or rapid diagnosis and treatment
4. Freedom to Express Normal Behavior	by providing sufficient space, proper facilities and company of an animal's own kind
5. Freedom from Fear and Distress	by enduring conditions and treatment which avoid mental suffering

As shelters work towards incorporating these standards, a key element for success is the development and use of written protocols to achieve and maintain these standards. All staff and volunteers must have access to and be trained on these protocols. Further, it is the recommendation of the ASV that a veterinarian be involved in the development of these protocols and in the supervision of medical and surgical care of the animals.

As shelter management and community's consider these recommendations, it is important to point out that according to the Koret shelter design standards, "The type of housing encountered in a shelter is arguably the single most important factor in determining the quality of an animal's experience in that environment. Housing impacts the animal 24 hours a day and affects everything from stress level and disease risk to food intake and sleep quality."

While it is understood that New Mexico has a pet overpopulation problem, shelter management must take on the challenge of making best efforts to provide effective adoption and foster programs in order to move animals through the shelter as quickly as possible. The ASV Guidelines and Koret studies have demonstrated in shelters across the country, that overcrowding in shelters leads to increased stress which leads to an increase in illness. Calculating capacity



takes into account staffing as well as cage space. The National Association of Animal Control Officers (NACA) and the Humane Society of the United States (HSUS) recommend a minimum of 15 minutes of care time per day for feeding and cleaning each animal housed in the shelter (9 minutes for cleaning and 6 minutes for feeding (ASV). To calculate optimal shelter capacity, see “calculating shelter capacity” at [www.sheltermedicine.com](http://www.sheltermedicine.com).

The goal of these recommended standards is to provide shelter animals covered by The Act humane treatment, safe and adequate facilities, and proper care to ensure their health and well-being while in the shelter’s care.

## **1. STRUCTURAL STANDARDS**

All exterior structures and fencing should:

- A. be constructed of building materials that will ensure the establishment of a sound physical structure.
- B. be maintained in good repair.
- C. protect animals kept therein from injury and ensure containment of animals within the shelter.
- D. exclude the entry of outside animals and unauthorized persons.
- E. include four solid walls on all buildings to protect animals from weather conditions and prevent entry of unauthorized persons.
- F. include fencing constructed sufficiently to prevent dogs from jumping or climbing or digging to escape.

## **2. FACILITY STANDARDS**

- A. Animal housing areas should be physically separated from places where food and drink for human consumption are prepared, served or stored.
- B. Interior building surfaces should be constructed and maintained so that they are impervious to moisture and may be readily cleaned.
- C. Animal food storage and equipment cleaning areas should be physically separated from animal housing.
- D. Reliable and adequate electric power and/or gas should be provided for lighting, air circulation, heating and cooling.
- E. Reliable and adequate potable (drinkable, clean, fresh) water should be provided. Back flow preventers should be installed on any threaded faucets where hoses may be attached for the purpose of cleaning the facility or on the main water line serving the facility.
- F. Noise control should be considered for the well-being of the animals as well as visitors, volunteers and staff. Excessive noise contributes to adverse behavioral and physiological responses. (ASV) Dogs and cats are more sensitive to noise than humans, with cats being more sensitive than dogs. Cats are adversely

affected by the sound of barking dogs. Noise mitigation should include a) housing cats away from the sound of dogs, b) facility modifications to minimize or contain barking, c) training staff to minimize slamming cage doors and d) using music to reduce animal stress. It is worth noting that in one study, “heavy metal music” was shown to increase barking while classical music reduced it (Wells 2000).

- G. Readily accessible washrooms or sinks should be provided to maintain personal hygiene among animal caretakers. A two-compartment sink in good repair should be provided for washing and sanitizing equipment used for animal care and feeding. A tub should be available to wash any animal that becomes soiled, in order to avoid the use of hoses for cleaning animals.
- H. Indoor housing for animals should be sufficiently heated or cooled to protect animals from extreme temperatures, and to provide for their health and comfort at all times. The ambient temperature should be consistent with the requirements of the specific species: i.e., 70 - 72 degrees Fahrenheit for dogs/cats/other domestic animals. Birds and reptiles require individual lighting and heating to be housed correctly.
- I. Indoor housing for animals should be adequately ventilated with fresh air to minimize odors and moisture and to provide for the health and comfort of the animals at all times. Kennels should have fresh air ventilation providing ten or more air changes per hour in animal housing areas or may recycle air through a filter system.
- J. Water supply should allow for hose hook-up, to readily reach all parts of animal housing. Water pressure should be adequate for cleaning of animal housing areas.
- K. A suitable method should be provided to rapidly eliminate excess water from animal housing facilities. If drains are used, they should be properly constructed and kept in good repair. If closed drainage systems are used, wastewater should be disposed of by connection to a sanitary sewer or any approved sewage disposal system.

### **3. ANIMAL ENCLOSURE STANDARDS**

- A. Primary enclosures defined: Primary enclosures are those animal enclosures (within the exterior building) in which the animal normally eats, eliminates, rests, and sleeps.
- B. Primary enclosures must provide sufficient space to allow each animal, regardless of species, to make normal postural adjustments, e.g., to turn freely and to easily stand, sit, stretch, move their head, without touching the touch of the enclosure, lie in a comfortable position with limbs extended, move about and assume a comfortable posture for feeding, drinking, urinating and defecating. In addition, cats and dogs should be able to hold their tails erect when in a normal standing position. (ASV)
- C. Primary enclosures should allow animals to be able to see out, but also provide the opportunity to avoid visual contact. (ASV)

- D. All animals housed at the shelter should be confined to a primary enclosure at all times unless under the direct supervision of shelter personnel or a qualified, appointed volunteer.
- E. Primary enclosures should be structurally sound and maintained in good repair and sanitary condition to protect the animals from injury and disease. They should be constructed and maintained to enable the animals to remain dry and clean and to provide convenient access to food and clean water. Latches must be secure and in good working order so that animals cannot escape.
- F. The floors of the primary enclosures should be constructed to prevent injury to the animals, and to ensure adequate drainage and prevent pooling of fluids within the primary enclosures for dogs. Wire-mesh bottoms or slatted floors in cages are not acceptable.
- G. For enclosures that allow animals access to both inside and outside areas, guillotine or other doors that separate the two enclosure sections should be in proper working order.
- H. Floors in dog runs should slope to drain liquid out of runs and prevent pooling or puddles in the runs or walkways. The slope should be  $\frac{1}{4}$  to  $\frac{1}{2}$  inch per linear foot.
- I. There should be solid walls between dog runs to prevent water and waste material from flowing from run to run. The solid walls should be of a height sufficient to prevent nose-to-nose contact of animals between the runs. In addition, fencing or other materials that allow for airflow should be used above the solid walls (vertically and horizontally) to provide a protective barrier at least six feet high between runs, to prevent dogs from jumping over, except in the case of “real-life” rooms which are dog rooms each with its own self-contained heating/cooling/air exchange and drainage systems.
- J. All solid surfaces of the dog runs should be constructed of a material (such as concrete, stone, cement block, brick, or metal) that is water resistant and can be cleaned and sanitized. Concrete floors, sealed, not painted, are preferable because they can be cleaned and disinfected most effectively. All fencing materials should be water-resistant and of materials that can be easily cleaned and sanitized. Consideration must be given to gauge and spacing of any fencing materials used. Chicken wire, barbed wire and wood should never be used.
- K. Primary enclosures (individual cages) for cats should be made of stainless steel, fiberglass, or other impervious material that is water-resistant and can be cleaned and sanitized. (Chicken wire, barbed wire, and wood should never be used.) The cages should have a solid floor, sides, and top. The front should be designed to maximize light and airflow.
- L. Space Requirements for Cats - Cats must be able to assume normal postures. Cats housed in cages with 11 square feet of floor space were found to be significantly less stressed (and therefore more healthy) than those housed with only 5.3 square feet of space (the typical dimensions of most commercially available cat housing). (ASV)

- M. Primary enclosures should provide at least 28" by 30" (5.8 sq. ft.) of clear floor space (excluding space occupied by bed, food and water dishes and litter boxes). Ideally a hiding box is incorporated which means the compartment should be about 3 feet wide. The height should be at least 30" to allow the cat to stand on its hind legs and fully extend its front legs without touching the top on the cage. (Koret)
- 1) The size of the primary enclosure for single cats should provide 2 feet of triangulated distance between the litter box, resting area and feeding area. (ASV)
  - 2) When there is more than one cat in a cage, such as a nursing mother with kittens, additional floor and vertical space should be provided.
- N. Feral cat boxes or other box-like structures, which allow for hiding places within the cage, should definitely be considered to reduce stress for all cats.
- O. Litter boxes should be provided for cats in their primary enclosure, with soiled litter disposed on as needed basis, at a minimum once a day. Litter boxes may be disposable, or reusable if they are cleaned daily and sanitized before used by another cat.
- P. If cats are to be moved from one location to another, it is highly recommended that the carrier be covered with a towel or sheet to reduce stress and thus susceptibility to illness.
- Q. If colony rooms are used to house cats, follow the guidelines listed below:
- 1) There should be at least 18 square feet of floor space per cat and the opportunity to maintain a distance of 3 to 10 feet distance between themselves and other cats. This does not include perches or walkways, but can include outdoor access in temperate climates assuming cats have 24-hour access to indoors. (Koret)
  - 2) Cats whose vaccination history is unknown should be evaluated for health and behavior, vaccinated, and isolated for at least 24 hours for observation before being placed in cat colony rooms.
  - 3) Separate unsterilized males from females.
  - 4) Young kittens should never be housed with adult cats in colony rooms.
  - 5) Nursing mothers and their kittens should never be housed in colony rooms.
  - 6) Include one 12-inch by 18-inch cat litter pan for every three cats or five kittens. Ideally, the litter pan should be stainless steel so it can be sterilized. Plastic litters boxes cannot be sufficiently disinfected and therefore can be the source of disease transmission.
  - 7) Have water and dry food available at all times.
  - 8) Equip colony rooms with shelves or resting boxes; provide cages with open doors for animals that prefer to be isolated.

- 9) Use materials that are stainless steel, fiberglass or other materials that are water resistant and can be cleaned and sanitized. Wood should not be used.

10) Provide clean bedding materials on a daily basis.

- M. Care should be taken to ensure that animals are not able to escape from their primary enclosure. Special attention must be given when housing animals that are aggressive, under quarantine, or under protective custody. Condition of all enclosures should be monitored daily and various types of locks (from nose-proof or paw-proof to those requiring keys) should be considered.
- N. Primary enclosures should house preferably one (1) animal (for optimum disease control) but certainly no more than two (2) compatible, non-breeding animals per enclosure, except when litters are housed with their dams or colony housing (as designed above) is used.
- O. Space Requirements for Dogs – In considering these guidelines, it is important that the animal be able to assume normal postures and engage in normal behaviors such as playing and moving freely about without encountering another dog. The space should be large enough to accommodate bedding and food and water bowls:

1) Floor space:

- a) A dog that is very small, such as a toy breed or puppy, should have a minimum of four square feet of flat floor space.
- b) A dog that weighs between 15 and 30 pounds should have a minimum of eight square feet of flat floor space.
- c) A dog that weighs between 30 and 65 pounds should have a minimum of 12 square feet of flat floor space.
- d) A dog that weighs more than 65 pounds should have a minimum of 20 square feet of flat floor space.

2) Vertical space: Enclosure height should be a minimum of 1 ½ times the height of the dog at the shoulder.

3) If more than one dog occupies the same primary enclosure, space should be figured for the first dog, with each additional dog needing an additional one-half of the minimum square footage required. Further, if beds are used, there must be one bed for each dog to prevent guarding by dominant dogs such that less dominant dogs are prevented access.

4) When the recommended space requirements for dogs are not met due to shelter configuration, the dog should be exercised for a period of not less than 20 minutes, twice daily. For dogs that require an opportunity to exercise, a written plan should be on file and each exercise session noted.

- R. Isolation facilities must be provided for animals with infectious diseases. Generally, about 10% of the total housing should be designated for this purpose. This housing should be of equal quality to other housing in the shelter. To minimize contamination, this housing should be double-sided so that cleaning can take place without removing the animal. Ideally, hand washing stations should be present in all isolation facilities.
- S. Enrichment is a means of improving the environment and behavioral care for animals in confined care. The purpose of enrichment is to reduce stress and improve well-being by providing physical and mental stimulation, encouraging species-typical behaviors (e.g., chewing for dogs and rodents and scratching for cats). Enrichment should be given the same significance as other components of animal care, such as nutrition and veterinary care, and should not be considered optional (ASV).
- T. Outdoor Primary Enclosures:

It is *not* recommended that primary enclosures be exclusively outdoors and especially not for very young, old, sick or injured animals. (Primary enclosures are those animal enclosures in which the animal normally eats, eliminates, rests, and sleeps.) However, when this is necessary:

- 1) A structurally sound, *weatherproof* enclosure with adequate shade and ventilation should be made accessible to any animal housed exclusively outdoors. Shelter must be provided so that animals stay warm and dry during cold weather and stay shaded and cool during hot weather. Such shelter shall be a water resistant and windproof structure of suitable size to accommodate the animal(s) and allow retention of body heat during cold weather. Such shelter should also have a water resistant door covering or offset doorway to minimize drafts, provide proper ventilation, and be made of a durable material with a solid floor raised off the ground to prevent water entry.
- 2) A structure that provides adequate shelter might not provide adequate shade. For example, a doghouse within a fenced area may protect the dog from the wind and rain, but may be too hot inside when exposed to direct sunlight during the warmer months. Shade should then be provided and the animal must be able to rest in the shade, outside of the interior structure but still within the fencing or run.
- 3) A shaded area should be provided to all animals housed in an outdoor primary enclosure for protection from the direct rays of the sun. The shaded area should be proportional to the size of the animal and should be positioned so that maximum shade protection is provided.
- 4) Sufficient clean, absorbent bedding material in addition to other means of protection from weather should be provided for the health and safety of the animal and shall prevent strong odors from forming.

- 1) Floors of outdoor enclosures may be constructed of gravel, sand, soil, or preferably of a solid material such as concrete, *since it is not possible to sanitize or disinfect gravel, sand, or soil.*
- T. Tethering dogs is not an acceptable alternative to an enclosure. Temporary, short-term tethering of dogs may be employed while cleaning the primary enclosure or in the event of an emergency, such as a fire or flood, until transport to another facility can be arranged. Care should be taken to ensure the safety of the dog while it is tethered. (Cats should never be tethered.)
- U. Animals placed in crates or carriers even for a short time must have ample space to stand up, turn around and lie down. Crates and carriers must be disinfected and dried after each use and before another animal is placed in the crate or carrier.

#### 4. **SANITATION STANDARDS**

- A. Written sanitation protocols should be developed to provide consistent and thorough sanitation of the facilities. Ideally, sanitation protocols should be developed and reviewed periodically in consultation with a veterinarian familiar with shelter medicine practices. Protocols should be updated to take into account current knowledge in the field.
- B. To prevent contamination of animals and to reduce disease hazards and odors, animal waste should be removed from primary enclosures daily *or more often as necessary.*
- C. Cages, kennels, containers, equipment, and other items should be cleaned daily to maintain sanitary conditions. One of the most effective methods is to wash all surfaces with a dilution of 1 part bleach to 30 parts water, rinse after ten minutes and allow the surface to dry. Care should be taken to ensure that this exact ratio is followed not only because it has been proven to be most effective, but also to protect animals from chemical injuries. Since bleach can cause respiratory problems for cats and it can also corrode stainless steel, quaternary disinfectants should be used instead in those cases. *Animals must be removed from the enclosures during the cleaning process* and precautions taken to avoid cross contamination.
- D. To minimize the spread of disease, cleaning should be carried out in the following order, from first to last:
  - a. Healthy puppies and kittens and healthy and nursing bitches and queens
  - b. Healthy adult animals
  - c. Unhealthy animals
- E. To minimize the spread of disease, water and food containers and all other utensils should be cleaned and sanitized using generally accepted methods such as the use of heat and chemical sanitizing solution. These containers should be cleaned and sanitized as often as necessary to maintain sanitary conditions, however food pans must be cleaned between each use. If sinks are the only means for cleaning, water and food bowls must be soaked and washed separately

from litter pans with water and disinfectant changed between water/food bowls and litter pans.

- F. When cleaning, sanitizing, and disinfecting, product manufacturer instructions should always be followed precisely. Never mix bleach with quaternary ammonia compounds, as mixtures hazardous to both animals and people will result. Certain mixtures may render the products ineffective, as well. Pine products and fumes are extremely toxic to cats and should never be used around them or to clean cat enclosures, bowls, etc. (See [www.sheltermedicine.com](http://www.sheltermedicine.com) or [www.animalsheltering.org](http://www.animalsheltering.org) for more detail.)
- G. Mopping should be avoided if possible to reduce the spread of pathogen transmission. When mopping cannot be avoided (if hosing is not possible), then the disinfectant solution should not be used from one housing area to another (ASV).
- H. Water and food bowls should be made of metal. Plastic is not recommended because it may be chewed and ingested and may retain harmful contaminants.
- I. Animal and food waste, soiled bedding, debris, and other organic waste should be stored in closed containers and disposed of so that vermin infestation, odors, disease hazards, and nuisances are minimized. Such waste should be removed at least weekly from the facility. Any reusable trash containers should be regularly sanitized and disinfected.
- J. Pens and runs using absorbent or loose flooring such as sand, gravel, or soil should have such materials replaced as often as necessary to attempt to maintain sanitary conditions. Because it is not possible to sanitize or disinfect these organic materials, it is all the more important to remove and replace areas that become soiled with urine and/or fecal matter, when the surface is muddy, when puddles of water are present, or when odors and vermin (such as ants and flies) are present.
- K. Building and grounds should be kept clean, in good repair, and free from trash.
- L. Weeds should be mowed or cut down in areas where animals are kept or exercised.
- M. An effective program for the control of insects, ectoparasites, and avian and mammalian pests should be maintained.
- N. Unopened supplies of food should be stored off the floor and be adequately protected against infestation or contamination by vermin. Opened supplies of food should be stored separately in closed waterproof containers.
- O. Animal bedding should also be stored off the floor and be adequately protected against infestation or contamination.
- P. Dead animals at the facility should be stored and disposed of in strict compliance with applicable state laws/local ordinances and in a way that will not cause a disease hazard or nuisance. (See *Animal Sheltering Rules NMSA Title 16.24.3.8m.*)**



- Q. A suitable method should be provided to rapidly eliminate excess water from animal housing facilities. If drains are used, they should be properly constructed and kept in good repair. If closed drainage systems are used, wastewater should be disposed of by connection to a sanitary sewer or any approved sewage disposal system.

## 5. CARE AND HANDLING STANDARDS

### A. FOOD AND WATER

- 1) Animals should be fed twice daily (except when advised otherwise during veterinary treatment or in cases of malnutrition when smaller portions throughout the day are needed) to avoid medical problems associated with overeating. The food must be free from contamination, palatable, and of sufficient quality and nutritive value to meet the normal daily requirements for the condition, size, and age of the animal. Refrigeration should be provided for perishable food.
- 2) Uneaten food must be discarded after 24 hours. Food that has been offered to an animal and remains uneaten must not be fed to other animals (ASV).
- 3) Care should be taken not to underfeed or overfeed animals.
- 4) Special consideration regarding types of food and frequency should be given to puppies, kittens, older animals, and nursing dams.
- 5) Malnourished or emaciated animals may need an increased food intake, but introduction of food must be regulated and increased gradually, preferably with veterinary guidance.
- 6) Animals must be provided potable (drinkable, clean, fresh) water at all times (except when water must be withheld under special veterinary care).
- 7) Food and water containers should be accessible to the animal and located to minimize contamination by excreta or other material. These containers should be cleaned daily. Disposable food containers may be used *only if discarded after each use.*
- 8) Food and water containers should be of a size appropriate to ensure accessibility based on the size of the animal
- 9) Spoiled, moldy food or food contaminated with feces, droppings, or insects should never be used. Food left in food bowls from the previous day should be disposed of, disposable bowls discarded, and non-disposable bowls cleaned.

### B. CLASSIFICATION AND SEPARATION

- 1) Animals housed in the same primary enclosure (where they eat, eliminate, rest, and sleep) should be maintained in compatible groups, with the following additional restrictions:

- a) Primary enclosures should house preferably one (1) animal but certainly no more than two (2) compatible, non-breeding animals per enclosure, except when litters are housed with their dams.
  - b) A female in season (estrus) should not be housed in the same primary enclosure with a male.
  - c) An unaltered male should not be housed in the same primary enclosure with an unaltered female.
  - d) Any dog or cat exhibiting an aggressive disposition should be housed individually in its primary enclosure and the enclosure appropriately marked for protection of shelter personnel.
  - e) Animals under four months of age should not be housed in the same primary enclosure with adult animals other than their dams. *Attempts should always be made to keep nursing mothers and their babies as removed from other animals as possible, to allow them privacy, to protect them from unwanted intrusion and noise, to alleviate fear/aggression, and to promote their general well being.*
  - f) Dogs should not be housed in the same primary enclosure with cats, nor should dogs or cats be housed in the same primary enclosure with any other species of animals.
- 2) Animals that have bitten a human must be quarantined pursuant to applicable New Mexico state law (**see NMSA 1978 § 77-1-6 and 77-1-10**) and local municipal or county ordinance. A veterinarian should be consulted. Animals under quarantine for observation of rabies symptoms after a bite incident should be physically separated from all other animals. Because most turn out to be healthy animals, often with owners, these animals should never be housed with animals under treatment for a communicable disease. Such quarantine area should have a separate ventilation system and should only be accessible to shelter personnel or owners accompanied by shelter personnel.
  - 3) Animals diagnosed and/or under treatment for a communicable disease should be physically separated from healthy animals to minimize dissemination of disease. Such area should have a separate ventilation system.
  - 4) Cats should be housed in a separate building if at all possible, or at the very least in a separate room that is as far-removed as possible from any room containing dog runs.

## 6. OTHER CARE CONSIDERATIONS

- A. Sheltered animals must always be handled safely and humanely to prevent injury, distress, and spread of disease to both to the animal and personnel. Adequate

animal handling equipment such as transfer cages, nets, catch poles, syringe poles, etc. must be available and kept clean and in good repair to ensure the safety of staff and animals. Staff should be trained in current humane and sanitary animal handling techniques. (Please see Shelter Resource List, pages 20-21.)

- B. The minimal amount of physical restraint needed to accomplish the task without injury to people or animals should be used for the minimal duration necessary (ASV).
- C. The use of catch poles for routine restraint of cats, including carrying or lifting, is inhumane and poses significant risk of injury to the animal; therefore they must not be used for such purposes. Humane traps, purpose-designed boxes or nets should be used for handling fractious cats or cats who appear unused to handling (ASV).
- D. Cats should be provided with clean bedding in each cage. Bedding should be replaced when soiled or wet, and also for each new animal introduced to the enclosure.
- E. Bedding or platforms should be provided to dogs on an as-needed basis. Particularly, clean bedding should be provided to old, young, ill, or injured dogs. Bedding should be replaced when soiled or wet, and also for each new animal introduced to the enclosure. Only single layer bedding should be used for puppies and kittens, to prevent accidental suffocation.
- F. Nursing dams should be provided with a whelping box if possible. If a shelter is unable to provide one, it should be noted that as long as nursing dams have adequate bedding, warmth, and cleanliness, they seem to do fine. If the cost of a whelping box is prohibitive, it is fairly simple to fashion one out of the bottom of a very large travel kennel, use a plastic kiddie pool or one can be built. Bedding should be provided in the whelping box and replaced when soiled or wet. The whelping box should be large enough for the dam to stretch out and nurse her offspring. *Attempts should always be made to keep nursing mothers and their babies as removed from other animals as possible, to allow them privacy, to protect them from unwanted intrusion and noise, to alleviate fear/aggression, and to promote their general well being.*
- G. Animals should be cleaned and groomed on an as-needed basis, while keeping in mind that medical issues need to be treated, especially when an animal has a matted coat that can cause pain, skin or eye irritation, or trap fecal matter. Bathing may be necessary to prevent or treat parasites/insects. Basic grooming also ensures that claws are not so long as to hinder movement or cause pain to the animal. An animal that needs help in this regard should not be made to wait until the shelter determines the dog to be its "property," as no animal should be allowed to suffer while in the care of the shelter.

- H. Care must be taken to ensure that animals are not squirted or hosed with water, not put in contact with chemicals, and not placed back in a wet or damp enclosure.

**7. DISEASE CONTROL/ HEALTH/ VETERINARY CARE STANDARDS**

- A. No animal should ever be allowed to suffer due to lack of veterinary care.
- B. Failure to provide treatment for pain is unacceptable (ASV).
- C. Animals should be examined at the time of impound for injury and signs of disease - under the guidance of a veterinarian, if possible - and treated immediately if in pain or distress. Training is needed in this regard, and if shelter personnel are unsure or in doubt, they must be encouraged to immediately call someone qualified to assist. If sick/injured animals cannot be provided veterinary care in a manner timely enough to stop their pain and suffering, they must be humanely euthanized at once.
- D. Some common signs of illness, injury or parasitic infestation in dogs and cats that may warrant veterinary care include:
  - 1) Eyes are watery, appear swollen, or show discharge
  - 2) Ears are red or inflamed, show discharge, or have a foul odor
  - 3) Nose shows discharge (mucous, blood, or pus), or is crusty, congested, or blocked
  - 4) Gums are swollen or inflamed, teeth are loose or brown, or mouth has a foul odor.
  - 5) Animal is sneezing, coughing, or wheezing
  - 6) Animal has fleas or ticks, skin shows swelling or lesions
  - 7) Animal limps, or does not place weight on a limb
  - 8) Animal is thin or obese
  - 9) Animal has wounds, abscesses, cuts, or abrasions
  - 10) Body temperature that is abnormal
  - 11) Animal has vomiting or diarrhea
- D. Have a trained and experienced staff member, a veterinary technician, or a veterinarian available to check animals and to provide care. Instruct every staff member to note and record all symptoms of possible illness and to bring them to a supervisor's attention at once.
- E. Animals should be observed daily for signs of disease or distress. An animal suspected of having an infectious disease should be physically separated from other susceptible animals until the condition is determined to be non-infectious.
- F. When animals are brought to the shelter after normal working hours, a system should be in place to care for injured and sick animals during that time. Shelters should enter into a contract with a local veterinarian who can be available on call, and there must, at a minimum, be a licensed euthanasia technician (see Section 13 for more information) on call 24 hours per day for emergency situations.
- G. Animals with obvious signs of serious disease, injury, or distress that cannot be addressed, as well as aggressive animals, should be humanely destroyed. It may

be necessary to euthanize an animal for humane reasons even if the holding time requirements have not been met, as it is unacceptable to allow an animal to suffer while in the shelter's care.

- H. Dogs and cats should be dipped or sprayed for fleas and ticks as necessary, according to the season and region of the state, and according to manufacturer instructions concerning different treatment strengths depending on size, age, or health of animal.

## 8. VACCINATIONS

- A. It is strongly recommended that all dogs and cats be vaccinated upon initial impound at animal shelters. A veterinarian or trained staff member should administer the following core vaccines:

- 1) Dogs:

- a) DA2PP or DHPP vaccine: to provide protection against distemper, adenovirus-2, parvovirus, parainfluenza. Adult dogs should be vaccinated once upon intake. Puppies should be vaccinated starting at 4-6 weeks of age and revaccinated every 2-4 weeks until 16-18 weeks of age.
- b) Bordatella bronchiseptica vaccine: to protect against “kennel cough” for puppies and adult dogs.

- 2) Cats:

FVRCP vaccine: to provide protection against feline herpesvirus, feline viral rhinotracheitis, feline calicivirus, and feline panleukopenia. Adult cats should be vaccinated once upon intake. Kittens should be vaccinated starting at 4-6 weeks of age and revaccinated every 2-4 weeks until 18 weeks of age.

- B. All animals should be considered unvaccinated unless a documented medical record exists. Special consideration should be given to animals with medical conditions, pregnant animals, and animals less than 4 weeks old. (For more information, consult with your staff or consulting veterinarian or the Association of Shelter Veterinarians website.)
- C. Recognizing financial constraints common to many shelters, the “core” vaccines noted above should be administered *at the very least* at the time of adoption, *but for purposes of optimum disease control, vaccination upon impound is necessary.*
- D. Rabies vaccinations may be given at the time of adoption or by the adopter’s veterinarian, depending on local municipal or county ordinance.
- E. Rabies vaccinations must be administered pursuant to applicable New Mexico state law:

### **NMSA 1978 § 77-1-3 Vaccination of dogs and cats required.**

Any person who owns or keeps a dog or cat over the age of three months in this state shall have the dog or cat vaccinated against rabies as prescribed by

regulation of the health and environment department [department of health]. All antirabies vaccine shall be administered by or under the supervision of a licensed veterinarian who shall issue a serially numbered certificate and tag for each such administration.

**See also NEW MEXICO ADMINISTRATIVE CODE, Title 7 (Health), Chapter 4 (Disease Control [Epidemiology]), Part 2 (Animal Control Requirements).**

## **9. RECORDKEEPING STANDARDS**

- A. Records should be kept for each animal impounded, for each that is accepted as an owner-surrender, each animal that is brought to the shelter by a member of the public as a stray and for each that is otherwise acquired.
- B. Records should include the date acquired, manner of acquisition (animal control officer, public intake, owner surrender, etc.), description and identifying characteristics including species, breed, color, age, weight, sex, and any background information (including tag and/or microchip information), reason for impoundment or relinquishment, veterinary care, disposition of the animal, date of redemption, adoption, transfer of ownership, or euthanasia, and the name address and telephone number of the receiving person or entity.
- C. Collars, tags, or other potentially identifiable "gear" should be kept on the animal or in the animal's file during the impound time.
- D. Each animal should be identifiable by use of cage/run cards and/or identifying collars.
- E. Ideally, two photographs should be taken of each animal and maintained with its records and posted on its cage, to aid in identifying an animal and to minimize the possibility of a euthanasia mistake.
- F. Shelters should maintain records for a minimum of two years from the date of an animal's final disposition.

## **10. COMMUNITY ACCESS AND SERVICE STANDARDS**

- A. Shelters should be accessible to residents seeking to reclaim their animal or adopt an animal. Hours open to the public should be clearly marked on the facility. The facility's telephone and address should be listed in local telephone directories and if possible, the shelter should have a website with all pertinent information as well as listings of lost or found animals and animals available for adoption. It is recommended that shelters be open to the public at least one weekend day, and at least two days until at least 6:00 p.m. (or have both Saturday and Sunday hours).
- B. Municipal Shelters should have provisions for animals dropped off after hours, but care must be taken so that animals are protected from injury, theft, and the elements. Similarly, provisions should be made for after-hours entry, impoundment, and treatment procedures for animal control officers to follow. Sick or injured animals must be attended to by trained personnel at once due to both the potential for unalleviated suffering of the animal as well as liability for the shelter.

- C. When an animal has visible identification upon impound or a microchip, shelter personnel should make every attempt to contact the owner. Each animal must be scanned for the presence of a microchip and the number entered into the animal's record. Further, if a microchip is found, the shelter must, in the case of owner surrenders, determine if the surrendering owner matches the name on the microchip to ascertain if the animal has potentially been stolen. In the case of stray animals, the shelter must promptly attempt to contact the owner to whom the chip is registered first by phone, and in the event no contact can be made via phone, then the shelter must send a letter to the address listed on the microchip registration.
- D. In addition to being scanned at intake, animals must be rescanned prior to final disposition and if that disposition is euthanasia, scanning must be done per the rules pertaining to euthanasia in **Title 16 Chapter 24, Part 3, "Duties of Licensee and Certificate Holders."**
- E. Stray animals without identification preferably should be held for at least 5 days to give an owner sufficient time to reclaim the animal. Stray animals with identification (tag, tattoo, and/or microchip) preferably should be held for 10 days to allow the shelter sufficient time for notification and the owner sufficient time to reclaim the animal. Shelters should refer to their local municipal or county ordinance, which often addresses the *minimum* holding time required.
- F. Animals in protective custody through law enforcement situations must be in locked areas (with appropriate signage) that meet the above standards and are inaccessible to the public. Depending on the type of case, an owner may be allowed to visit the animal/s. It is recommended that shelters take the initiative and discuss in advance with their governing city or county administration and district attorney or prosecutors to determine what financial arrangements (bonding or other) can be made in the event of large numbers of animals and/or lengthy stays to pay for costs incurred by shelter. This is especially important in cases dealing with hoarding or other abuse situations.

## **11. SHELTER PERSONNEL STANDARDS**

- A. All shelter employees should be trained in all aspects of their responsibilities. (Please see Shelter Resource List, pages 20-21.)

Training topics should include but are not limited to:

- 1) Animal health and disease control
- 2) Humane care and treatment of animals
- 3) Control of animals in an animal shelter
- 4) Transportation of animals
- 5) Disease recognition
- 6) Animal Breed identification and behavior
- 7) Pre-adoption evaluation, temperament testing
- 8) Adoption policies and procedures
- 9) Handling, capture and restraint techniques
- 10) Personnel safety and use of equipment
- 11) Euthanasia

- B. Shelter personnel should be provided with a comprehensive standard operating procedures (SOP) manual. (Please see Shelter Resource List, pages 20-21.) The SOP manual should outline all shelter policies and procedures, as well as duties for each position.
- C. Shelter personnel shall adhere to New Mexico's anti-cruelty law at all times: **NMSA 1978 § 30-15 -1 et seq.**

**§ 30-18-1. Cruelty to animals; extreme cruelty to animals; penalties; exceptions.**

- A. As used in this section, "animal" does not include insects or reptiles.
- B. Cruelty to animals consists of a person:
  - (1) negligently mistreating, injuring, killing without lawful justification or tormenting an animal; or
  - (2) abandoning or failing to provide necessary sustenance to an animal under that person's custody or control.
- C. As used in Subsection B of this section, "lawful justification" means:
  - (1) humanely destroying a sick or injured animal; or
  - (2) protecting a person or animal from death or injury due to an attack by another animal.
- D. Whoever commits cruelty to animals is guilty of a misdemeanor and shall be sentenced pursuant to the provisions of **Section 31-19-1 NMSA 1978**. Upon a fourth or subsequent conviction for committing cruelty to animals, the offender is guilty of a fourth degree felony and shall be sentenced pursuant to the provisions of **Section 31-18-15 NMSA 1978**.
- E. Extreme cruelty to animals consists of a person:
  - (1) intentionally or maliciously torturing, mutilating, injuring or poisoning an animal; or
  - (2) maliciously killing an animal.
- F. Whoever commits extreme cruelty to animals is guilty of a fourth degree felony and shall be sentenced pursuant to the provisions of **Section 31-18-15 NMSA 1978**.

See also:

- 30-18-1.1 Seizure of animals; notice.**
- 30-18-1.2 Disposition of seized animals.**
- 30-18-1.3 Costs.**
- 30-18-2, 30-18-2.1 Repealed.**
- 30-18-3 Unlawful branding.**
- 30-18-4 Unlawful disposition of animal.**
- 30-18-5 Illegal confinement of animals.**
- 30-18-6 Transporting stolen livestock.**
- 30-18-7 Misrepresentation of pedigree.**
- 30-18-8 Killing unbranded cattle; killing, without bill of sale, cattle bearing brand of another person; penalty.**
- 30-18-9 Dog fighting and cockfighting; penalty.**
- 30-18-10 Exclusion.**
- 30-18-11 Unlawful tripping of an equine; exception.**
- 30-18-12 Injury to livestock.**
- 30-18-13 Injury to a police dog, police horse or fire dog; harassment of a police dog, police horse or fire dog.**
- 30-18-14 Livestock crimes; livestock inspectors to enforce.**
- 30-18-15 Intracardiac injection prohibited on conscious animal.**



- D. Protective gear and appropriate animal handling equipment should be readily available to employees.
- E. Shelter personnel should wash their hands frequently in order to protect themselves and the animals. Hand sanitizers, first aid kits, and eyewash stations should be made available to all employees, volunteers, and visitors.

## **12. ADOPTION STANDARDS**

- A. Shelters should establish adoption fees. A responsible adoption program should be developed and implemented. In the event a shelter decides to waive specific adoption fees, the shelter must use appropriate adoption guidelines as described below to ensure the adopter is qualified to own a pet.
- B. Shelters should develop criteria for potential adopters and for unsuitable adopters. Adopters should sign a contract under which they agree to provide a specified level of care.
- C. Shelters should learn temperament-testing procedures to ensure that animals are "fit" for adoption and to facilitate the best possible match between adopters and animals. (Please see Shelter Resource List on pages 20-21.)
- D. Adoption screening program should include discussion of whether the animal and potential adopter are suitable for each other.
- E. In the event shelters offer animals for adoption that have not been pre-sterilized, the shelter must comply with New Mexico state law **NMSA 1978 § 77-1-20**:

### **§ 77-1-20. Sterilization agreement and sterilization deposit required**

- A. No animal shall be released from an animal shelter to an adopting person unless a sterilization agreement has been signed and a sterilization deposit has been paid, as provided in Subsections C and D of this section.
- B. In addition to any adoption fee charged, a sterilization deposit of at least twenty-five dollars (\$25.00) shall be imposed on the adoption of each animal from an animal shelter.
- C. Animals less than six months of age shall be released only upon payment of the adoption fee and a sterilization deposit and after the adopting person has signed an agreement stating he will have the adopted animal sterilized when it is no older than six months of age.
- D. Adult animals over the age of six months shall be released only upon payment of the adoption fee and a sterilization deposit and after the adopting person has signed an agreement stating he will have the animal sterilized within thirty days of the date of adoption.

E. Any required sterilization deposit shall be reimbursed only upon presentation by the adopter of a valid receipt from a veterinarian proving that the animal was sterilized within the required time period.

F. An unsterilized animal reclaimed by its owner may be released without being sterilized upon minimum payment of the twenty-five dollars (\$25.00) for the sterilization deposit and impoundment fees imposed by the shelter, and the owner shall sign an agreement stating he/she will sterilize the animal within thirty days after release, obtain a breeder permit or its equivalent. The sterilization deposit shall be reimbursed only upon presentation by the owner of a valid receipt from a veterinarian proving that the animal was sterilized within the required time period.

F. Policies should be developed and every care should be taken not to adopt, transfer, or release intact animals.

G. Shelters should consider a program to microchip all adopted animals.

H. Reasonable care should be taken to adopt or transfer only those animals free of disease and untreatable injury.

I. Shelters should make every effort to work to place animals with recognized rescue organizations and responsible sanctuaries.

### 13. **EUTHANASIA**

- A. The legislature of the State of New Mexico passed the **Animal Sheltering Services Act [Chapter 77, Article 1B NMSA 1978]** in 2007 establishing the Animal Sheltering Services Board, since renamed the “Animal Sheltering Board” (ASB). The board was chartered with writing rules to govern the licensing of euthanasia agencies, certification of euthanasia instructors and euthanasia technicians and with the administration of humane euthanasia in New Mexico shelters. **Title 16, Occupational and Professional Licensing Chapter 24 Animal Sheltering, Parts 1 – 6** was approved by ASB on July 1, 2009. These rules have the effect of law and must be incorporated into the protocols and practices of all animal shelters that fall under its jurisdiction.

Therefore, the above cited rules for euthanasia are hereby incorporated into these recommended shelter standards. While these shelter standards are recommendations, the euthanasia rules are requirements.

## **SHELTER RESOURCE LIST**

A crucial responsibility of the Animal Sheltering Services Board will be to determine how to help animal shelters and shelter personnel throughout New Mexico obtain no-cost or extremely low-cost resources so that they can readily comply with the provisions of the Animal Sheltering Services Act. The following list represents suggested areas for the board to explore and suggested links for more information in a format that might be helpful to distribute to shelters or make available on the board's website, along with the shelter standards and euthanasia regulations:

### **RULES AND REGULATIONS REGARDING ANIMAL SHELTERING**

[www.rld.state.nm.us/animalsheltering](http://www.rld.state.nm.us/animalsheltering)

Animal Sheltering Services Act [Chapter 77, Article 1B NMSA 1978]

Title 16, Occupational and Professional Licensing Chapter 24 Animal Sheltering

City of Albuquerque, The Humane and Ethical Animal Treatment Ordinance (HEART)

[www.cabq.gov/pets/rules-tools/heart-ordinance](http://www.cabq.gov/pets/rules-tools/heart-ordinance)

### **HOW-TO SERIES, STANDARD OPERATING PROCEDURES, BEHAVIORAL TRAINING, TEMPERAMENT TESTING, ADOPTION ISSUES**

[www.hsus.org](http://www.hsus.org)

[www.americanhumane.org](http://www.americanhumane.org)

[www.nacanet.org](http://www.nacanet.org)

[www.animalsheltering.org](http://www.animalsheltering.org)

[www.AnimalBehaviorAssociates.com](http://www.AnimalBehaviorAssociates.com)

### **TRAINING RESOURCES, PUBLICATIONS**

[www.hsus.org](http://www.hsus.org)

[www.nacanet.org](http://www.nacanet.org)

[www.americanhumane.org](http://www.americanhumane.org)

[www.asPCA.org](http://www.asPCA.org)

[www.peta.org](http://www.peta.org)

[www.bestfriends.org](http://www.bestfriends.org)

### **POUND SEIZURE IN NEW MEXICO**

[www.banpoundseizure.org/home.shtml](http://www.banpoundseizure.org/home.shtml)

[www.idausa.org/facts/poundseizure.html](http://www.idausa.org/facts/poundseizure.html)

[www.peta.org/factsheet/files/FactsheetDisplay.asp?ID=33](http://www.peta.org/factsheet/files/FactsheetDisplay.asp?ID=33)

### **EQUIPMENT, SUPPLIES, PHARMACEUTICALS**

[www.animal-care.com](http://www.animal-care.com)

[www.deerskinanimalcontrol.com](http://www.deerskinanimalcontrol.com)

[www.vetmeddirect.com](http://www.vetmeddirect.com)

[www.shopmedvet.com](http://www.shopmedvet.com)

[www.spah.com](http://www.spah.com)

[www.medicalartspress.com](http://www.medicalartspress.com)

[www.twmedical.com](http://www.twmedical.com)

### **SAMPLE FORMS, SOFTWARE**

[www.animalsheltering.org](http://www.animalsheltering.org)

[www.hsus.org](http://www.hsus.org)  
[www.asPCA.org](http://www.asPCA.org)  
[www.bestfriends.org](http://www.bestfriends.org)

PUBLIC FUNDING FROM LOCAL/STATE SOURCES

[www.nmml.org](http://www.nmml.org)  
[www.nmcounties.org](http://www.nmcounties.org)  
[www.icma.org](http://www.icma.org)

PRIVATE FUNDING OPPORTUNITIES

[www.foundationcenter.org](http://www.foundationcenter.org)  
[www.bestfriends.org](http://www.bestfriends.org)

STATE STATUTES, CITY/COUNTY ORDINANCES

[www.nmlaws.org](http://www.nmlaws.org)  
[www.apnm.org](http://www.apnm.org)

SHELTER MEDICINE, SANITATION, NUTRITION, ENRICHMENT, EXERCISE

[www.sheltermedicine.com](http://www.sheltermedicine.com)  
[www.animalsheltering.org](http://www.animalsheltering.org)

DOG AND CAT BREED INFORMATION

[www.pets-place.net/BreedProfiles.html](http://www.pets-place.net/BreedProfiles.html)  
[www.dogbreedinfo.com](http://www.dogbreedinfo.com)  
[www.lovemypet.com](http://www.lovemypet.com)

NEW MEXICO BREED RESCUE GROUPS

[www.petroglyphsnm.org](http://www.petroglyphsnm.org)

NON-PROFIT BOARDS, FUNDRAISING, HUMAN RESOURCES, INSURANCE

[www.idealists.org](http://www.idealists.org)  
[www.managementhelp.org](http://www.managementhelp.org)  
[www.guidestar.org](http://www.guidestar.org)

**The following individuals and organizations provided invaluable assistance in compiling this document:**

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**Gretchen Yost, DVM, Cottonwood Veterinary Clinic, Española.**

# **APPENDIX D:**

## **SPAY AND NEUTER**



From collection and shooting to spay/ neuter and education, the Rosebud Sioux Tribe program is a model for addressing the overpopulation of dogs through compassion and common sense.

The transition has had remarkable outcomes in an area facing daunting poverty and joblessness.

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# Report on the Rosebud Sioux Indian Reservation Spay/ Neuter Project, 2010

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Compassion Through  
Prevention

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# ***The Sicangu Oyate Spay/ Neuter Project***

*In late 2002, the leadership of a Rosebud Sioux Tribe health office became determined to change the model of animal control from stray dog round-ups and shootings to a program based on high volume spay/ neuter clinics and taking unwanted animals to adoption facilities in other areas of the country.*

*Within two years the change was visible, and many of the worst tragedies were moving into the past. This is the story of how it happened.*



**Above-** Four boys in the He Dog housing area bring a dog that was already spayed to the transport vehicle to have her ears seen. She received antibiotics.

## **Facilitating Change...Empowering Compassion Helping Animals on the Rosebud Sioux Indian Reservation**

*We've learned that meaningful change is not the result of an event, or of a casual effort. Change is the result of putting communication, compassion and resources into action. Incredible generosity of funders made this possible.*

*Creating change requires planning, input from local entities and the ability to respond to feedback to make the program as effective as possible. Our goal is to create humane, cost effective solutions in places where animals suffer in chronic poverty and where a lack of infrastructure and more pressing "people issues," often places animal welfare on the "back burner." We won't draw converts to spay/ neuter without incorporating input from the communities we serve and providing services which meet their needs and which create change. Improving things a bit is not good enough. We know we can do better.*

*We are deeply honored to have been welcomed by the Rosebud Sioux Tribe and to be a part of this effort.*

*Since start-up in 2002, as of April, 2010, 5,150 spays or neuters have been provided by this program at the Rosebud Sioux Indian Reservation. Additionally, over 1,500 unwanted dogs and cats have been removed from the reservation to be placed in reputable adoption facilities.*

*This totals nearly 7,000 animals which have been removed from reproductive circulation.*

*Cruelty calls and bites have been reduced, though there is still work to do. As the number of dogs on the reservation declined, sightings of dogs which are in obvious distress have been reduced significantly; one can now drive from one area of the reservation to another without seeing an emaciated dog scrounging for food, or even eating the carcass of another dog that was killed on the highway. Many pets now come in wearing collars, with owners who are eager to give them as good a life as possible.*

*This is how we did it...*



## History:

In late 2002, following a fall collection and shooting of stray dogs, the leadership of the Rosebud Sioux Tribe Community Health Representative (CHR) program determined that the tribe needed a humane solution to an ongoing, heartbreaking and costly crisis, namely pet overpopulation. The Rosebud Sioux Indian Reservation includes five counties; the most populated is Todd County, SD, which is 85% Sicangu Lakota; according to Census 2000, Todd is the fourth to the poorest county in the US. The reservation is home to nearly 25,000 Sicangu Lakota tribal members.

In 2002 no animal control or protection program existed on the reservation. A low-volume spay/neuter program visited the reservation one time per year, resulting in little to no measureable impact. Homeless dogs, often seriously affected by mange and parasites, froze and starved to death each year, and packs of stray dogs sometimes survived by cannibalism. The number of dog bites was over 20 times the national average. The tragedies traumatized animals and people throughout the reservation, including those who hired the people to shoot the dogs.

When the Rosebud Sioux Tribe CHR office contacted a high volume rural spay/ neuter program in Oklahoma in 2002, the tribe was ready to address these issues through a humane program which included **high volume spay/neuter services, educational outreach and accepting unwanted animals during the clinics to be transported to adoption facilities or euthanized** under certain circumstances. Tribal offices were ready to define the problems and develop solutions; this program brought a new vision into reach.

A December 2002 tribal council resolution declared respect for animals to be a traditional part of Lakota culture. Without this resolution the program would have remained a visitor on the reservation; **the resolution was vital and became the basis of the tribe's own program.** A collection and shooting was never deemed necessary after 2002.

In July 2003, the tribe held the first Sicangu Oyate Pet Care Celebration. This included the first high volume spay/ neuter clinic on the reservation. 649 animals were sterilized in the course of five days.

This was the first “responsible pet care event” on the reservation. **It was heavily publicized and was accompanied by an extensive educational component which included poster-making by school kids.** Throughout the event, tribal staff workers, staff from the Indian Health Service (IHS) and 71 local volunteers signed in to help.



**Above-** the first clinic was a massive undertaking that was held in the RST water resources garage. 649 animals were spayed or neutered, vaccinated and treated for mange and internal parasites over the course of five days.

Although the problems were visually evident, we started out with very little hard data on the numbers of unwanted animals. We used Indian Health Service information on dog bites,

anecdotal information about problems, regular sightings of unwanted animals, packs and estimated damage from packs (including incidents of dog on dog cannibalism).

***Each year we have gained ground; statistics uphold that our efforts are working.***

**We take data collection seriously and are as creative as possible in finding out how we're doing.**

For example, we wanted to know if the improvement in the condition of many local animals was due to a decrease in competition for food, (a passive outcome), or improved care of the animals, (a pro-active process). In 2005 we contacted local grocery retailers to see if they noted any change in the sales of dog food. We were thrilled to learn the outcome...***Management at both stores confirmed that there had been a significant increase in dog food sales as the number of dogs on the reservation declined (2004-05).***

## The Program Includes:

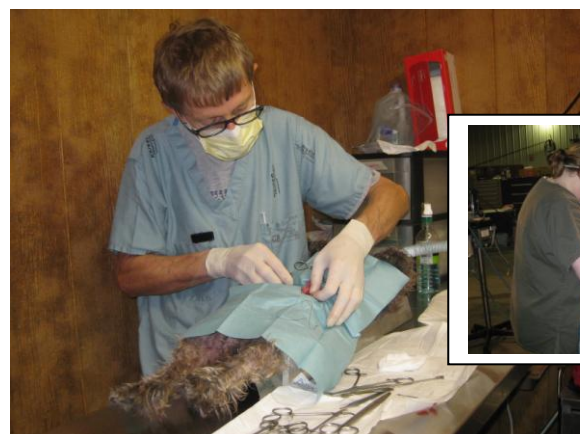
- ***High volume spay/ neuter clinics with:***
  - a) ***Sufficient veterinary capacity*** so that every animal brought to clinic is altered
  - b) ***Targeted timing-*** 3 clinics per year, with a first clinic in April to prevent the first litters of spring.
  - c) ***Transportation to the clinic*** from outlying reservation communities to make sure that every animal can get to the clinic for sterilization.
  - d) ***Publicity and outreach throughout the reservation.***
- ***Transfers to out-of-state shelters for adoption***

*Pets are accepted for transfer to off-reservation adoption facilities.*

### ***High Volume Spay/ Neuter Clinics With Sufficient Capacity***

Our licensed veterinarians use **high volume/ high quality techniques** that are recognized for their speed and reduced incidence of post-operative complications; results which we are indeed getting. Volunteers are used in check-in, recovery, and in helping to move the animals to and from the surgery table.

Surgical preparation is performed by a veterinary technician or veterinary assistant; volunteers are not used for surgical preparation. Our techniques for sterilization of instruments and handling the materials used in the surgery process meet or exceed recognized standards.



**Above left-**Dr Terry Yunker specializes in high volume spay/ neuter programs. From 2003 through 2006, Dr Yunker provided over 600 surgeries as well as veterinary care in cruelty cases on the reservation. **Above right-**Dr Agnelis Feliciano, our current lead veterinarian spays a female dog in Apr 2010. **Lower Right-**Dr Rose Davidson volunteered at our 2010 clinic. Here she neuters a dog.



Each animal is sterilized, treated for internal parasites and mange, vaccinated for rabies and is tattooed so it is easy to determine that it is already altered if it strays from home or is rehomed.

In addition to the veterinary technician, we need three or four “helpers” per veterinarian. As a creative way to increase the level of general labor, in 2006 the tribe allowed trustees from the tribal jail to receive time off of their sentences for working at the clinic; this has worked very well.

While providing consistent staffing for the clinics, the trustees learned some job skills that may be helpful in gaining entry-level work at an animal shelter or clinic. The trustee receives a certificate thanking them for being a volunteer.

Inclusion of trustees requires some management by tribal health care workers, however it’s great overall.

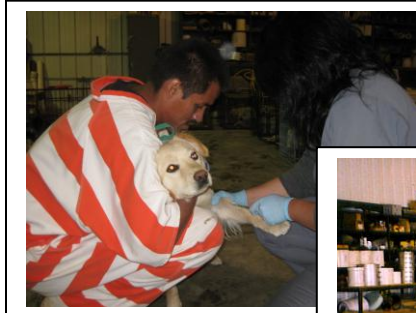
### ***Transporting Pets to the Clinics***

Community pick-ups are vital to getting the pets from outlying areas to the clinic and then home after sterilization despite being somewhat costly and time consuming.

### ***Outreach***

***The response to the transports was directly related to the level of outreach that was done before a clinic.*** The outreach informed people when we would be at the pick-up location. It’s helpful to have a Lakota speaker to assist with outreach, especially for approaching many elders.

Trustees learn some new skills and teamwork. Upper R- trustee waits for dog to be sedated for removal of porcupine quills from his face. Lower L- a trustee learns how to restrain and assist with pre-sedation of a dog. Lower-R-trustees and volunteers help pets to the cages and clean cages.



Door-to-door outreach lets people know about the clinics, while transports make sure every pet can get to the clinic.

Below- L-pets are brought to a community building for transport to the clinic. They are returned the following day. R-A CHR worker signs up a dog in Two Strike Community Next page- A family welcomes their dog home



The best way to do this was to have a tribal health worker go door to door in the evenings in the targeted housing areas and communities for a week or so before clinic. The ability of the CHR office to do this has varied, based on time constraints. They cover an enormous service area on very limited staffing; the added time commitment can be difficult.





***In 2006, we tried a “bounty” or “incentive” system,*** which worked best when we located a key person in the community who wanted to address community issues, and they received the bounty for each female animal that was signed in.

Offering the bounty directly to owners did not help bring in people who were not motivated to act without it. The reason may be that homes still not participating include primary adults who have special difficulties and cannot get the pet to the transport vehicle.

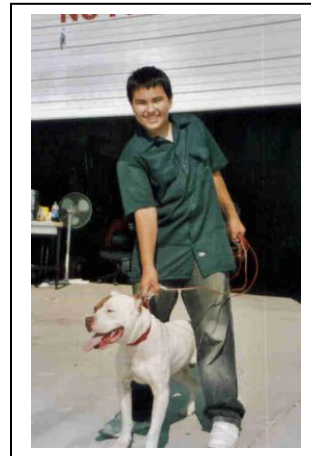
Pet food is sent home to ensure that the animals are fed properly during the first few days of recovery. Many pets have diets of scrap and commodities, including powdered milk and scraps over macaroni, etc. This diet works reasonably for most; however, the clinic sends home appropriate nutrition following surgery.

In addition to sterilization, dogs are dewormed and treated for mange (ivomec), and ticks (permethrin) which can also become zoonotic issues (transmission to humans). All animals are vaccinated for rabies, a service provided by Indian Health Service. The IHS staff remains on site, administers the vaccines, and helps to facilitate the check in services.

Once sterilized, the pet can return for deworming, tick prevention, mange treatment, etc.

## ***Finding Ways to Make it Even Better***

***Targeted Timing:*** During the first two years we determined that it would be more effective to provide three clinics over the course of five months instead of one large clinic in the summer. We introduced an “early” clinic which is held each year before female dogs go into estrus (“heat cycles”), thereby preventing the first litters of spring. **Our, “targeted timing,” prevents hundreds of first litters from hitting the ground each year.** This maximized the effect of our visits, improved cost efficiency and actually reduced our staffing needs.



It is reasonable to speculate that had the model of three shorter clinics been used the first year, success may have occurred earlier. This does not necessarily mean that less surgery days would have been needed, but the days could have been provided in less time (two years instead of three). “Targeted timing” may have prevented animal suffering during the 03-05 winters.

Effective timing (shorter, more frequent clinics) enabled the clinics to prevent and terminate more pregnancies, making the timing more prevention based (and therefore more cost effective). In 2003, one clinic with “20 veterinary working days,” (meaning five days with four veterinarians), which was not filled to capacity, averaged 32 animals per day/ per veterinarian. In 2005, with

fewer veterinarians, the clinics averaged 54 animals per day/ per veterinarian. We plan 45 surgeries per veterinarian per day.

**The clinics start at the end of April.** At that time, very few dogs have entered estrus or are pregnant. The chain of unwanted animals that begins each spring is prevented for hundreds of dogs. Unfortunately, some cats are already pregnant by this time; some had had litters. However, weather concerns in the Great Plains prevent the clinics from being held earlier.

## ***Measuring the Outcomes***

- Although the number of dog bites remains significantly higher than the national average, it has been **lowered by around 50 percent**. Increased bite education is needed.
- In 2008, the Community Health Rep program and the tribal police chief noted that **cruelty complaints had declined by around 75 percent**.
- Letters of support written after 2005 reveal that the number of stray animals was dramatically reduced. Three letters originate from school officials. Prior to this program, packs of dogs searching for food in school dumpsters terrorized schoolyards.

## ***What We've Learned***

Goal oriented assessment, along with ongoing evaluation in cooperation with the lead community agency, create a program that is set up to be effective.

### ***Some parameters for start-up assessment include:***

- Overall population size, noting areas with greater density (housing areas)
- General income, resource level
- General pet care habits (scraps vs. dog food, chaining, etc.)
- Animal related complaints (cruelty and packs)
- The size of the geographic area being served.
- **Are cats kept as pets?**



### ***Some measurements we've used to assess our effectiveness include:***

- Change in animal complaints, including reported bites or cruelty or neglect complaints
- Sighting of strays (both anecdotal and by those who care for the strays),
- Increase in cats as pets.
- Sales of pet food and pet care supplies,
- Whether or not there is a general change in the condition of companion animals.
- A willingness to seek services and/ or bringing already altered animals back for wellness exams (which are not a part of our program, but which we encourage)
- Increased usage of local veterinary clinics, contact with local rescues, etc.



***Including the total number of sterilizations, transfers to shelters and euthanasias, nearly 7,000 animals have been removed from reproductive circulation on the Rosebud Sioux Indian Reservation between July 2003 and June 2010.***

5,150 sterilizations equals roughly one spay or neuter for every 4.8 people on the reservation.

1,500 to 2,000 transfers to an adoption shelter equal roughly one transfer per every 12 people on the reservation.

2,421 surgeries, or one for every ten people on the reservation, were provided in the first three years.



**Above and right-** As the clinics became more frequent, the animals started to come in on leashes and in notably better condition. Also, an increasing number of families brought pets to the clinic. In April 2005 we had our first requests for wellness visits with already altered pets. Here families wait with their pets before surgery.

### ***Unwanted Pets Go Off-Reservation for Adoption***



Established to provide comprehensive solutions, the program has included a transfer relationship so that adoptable puppies and dogs could be humanely moved from the reservation to adoption facilities. Transfer relationships with Denver, Boulder and other smaller facilities have continued. Roughly 1,500 animals have been transferred since 2003. Unwanted dogs are received at the clinics, and we are prepared for euthanasias. However, due to the help of humane organizations willing to receive animals following the clinics, euthanasia has not been needed as a population control method.

### ***Unintended Outcomes...***

Despite the strong objections of the former CHR Director, a local individual collected street dogs, had them spayed or neutered and returned them to the streets. Subsequently several were brought into our clinics both as "turn-ins" which roamed communities begging for food and were severely malnourished or as actual cruelty victims (after having them in the clinic we discovered they were already altered and tattooed). One was a stabbing victim and others had allegedly been used as dog fighting bait (as an intentional victim) and were not seen again. Although the number turned in was under ten



2006, Dr Terry Yunker, utilizes a local volunteer to hold a clamp while he removes an eye from a poodle that was the victim of intentional cruelty.



dogs, considering that the number which were sterilized and placed back onto the streets was less than 40 altogether, we feel strongly that unless there is a dedicated care-giver, socialized animals should not be returned to the street to fend for themselves, even if the alternative is euthanasia.

**An early outcome surprised us.** Initially, when there were an excessive number of homeless dogs there were virtually no free-roaming cats as the dogs were predatory. As the number of street dogs that relied on themselves for food declined, feral cats appeared in two locations. It is vital when starting this type of effort to have a strategy for cats, since dogs were only the animals which were apparently (visibly) suffering, they were the single focus of our original strategic plan.

### ***People Ask Us...***

***We are often asked why we do not generally seek veterinarians who will volunteer.*** We love volunteers, but our success has been based on the ability to make a commitment to the tribe to provide a level of service which would be almost impossible to achieve through volunteerism. We require veterinarians who are fully comfortable with a M\*A\*S\*H service and who are almost “specialists” in techniques which include small incisions, relatively high speed and who are comfortable with a high volume system; we’re less likely to be effective as a sporadic event with unknown staffing that may be uncomfortable with our procedures. Maintaining tribal involvement means maintaining our commitment to volume, quality and timing. Our schedule of 12 work days in five months requires a commitment that few veterinarians can make without compensation.

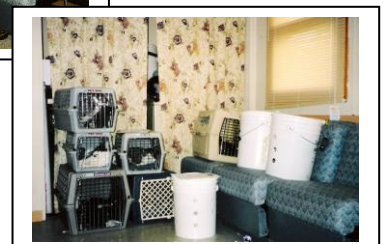
***Why we do not allow on-site adoptions at clinics...*** Placing animals back into chronic poverty can be counterproductive and undermining to the goals of our hosts, specifically the goal of reducing the number of free-roaming animals on the reservation. Parameters for success include a reduction of complaints, cruelty incidents and nuisance issues, which will not occur when recycling excessive numbers of animals. Additionally, there is no way to screen the homes; using volunteer labor for screening would take away from our focus. We would choose to use “extra volunteers” to increase our services by providing extra parasite control products, etc. Lastly, outside of one dog, literally each onsite adoption we have done has had a negative outcome. One puppy intended for transport to an off-reservation shelter was adopted at the clinic; we spayed her and that evening the new family abandoned her on the side of a road after she had an accident. She was found by a member of the family that relinquished her, who made a complaint against our clinic to the tribal council. When we violated our own rule against onsite-adoptions this year, a kitten we released was retrieved the following day; he had been thrown against a wall and had a broken shoulder which had to be pinned. We are experts in providing high volume spay neuter services. Homeless animals belong in shelters that can provide an equal quality of service through their adoption program and most importantly are there to accept them back if things do not work out. We are not able to give them that commitment.

### **Cost analysis:**

The **greatest costs in this model are per diem costs.** The travel expenses are per person, the staff is paid per diem, etc. The surgical supplies (suture, Isoflurine, etc.) are minimal compared to the travel, etc. **Consequently, the smaller clinics filled close to capacity increase the cost efficiency.** The timing and the ability to fill the clinics are the keys to efficiency and cost-effectiveness. The average cost per surgery for staff, travel, and disposable surgical supplies (suture material, Isoflurine, etc.), is \$23 to \$28 per surgery, or approximately \$5000 per clinic (175 to



The 2005 transition from cat buckets to carriers was a very welcome change.



225 animals). The cost varies according to the ratio of dogs to cats as well as the number of animals that come to the clinic. These costs do not reflect housing or project management expenses. The project coordinator has volunteered her time and expertise for the past eight years and has logged over forty thousand miles.

The Rosebud Sioux Tribe has provided food and lodging for the visiting team since start up.

From 2004 through 2009, the tribe used housing available through Indian health Service and the cost of housing, feeding the visiting team averaged \$3 per surgery. In 2009, a staffing change occurred and Verlyn Walking Eagle, one of the original team that invited us to the reservation, became the director of the CHR program. We deeply appreciate the generosity and compassion of Mr. Walking Eagle and his entire staff toward our team, as well as toward the animals, in providing our lodging at the tribal casino hotel.

### **Funding History:**

*The 2003 clinic was funded by **Summerlee Foundation, International Fund for Animal Welfare (IFAW), and the ASPCA.***

*The 2004 program was funded by **Two Mauds Foundation and ASPCA.***

*In 2004 **PETsMART Charities, Inc.**, provided funds for anesthesia and surgical equipment and a sterilizer. Other equipment and supplies were donated as well.*

**PETCO Foundation** has provided cages and other supplies since start-up.

*In 2005, 2006, 2007 and 2008 **Friends of Animals** generously funded the program in full.*

*In 2006 **Friends of Animals, PetSmart Charities, Inc., and the Hansel Foundation** provided funding for additional equipment and animal control training for the animal control officer.*

*In 2008, **PETCO Foundation** donated 40 large collapsible cages for dogs, and 20 for cats for clinic use and **PetSmart Charities, Inc.** donated an additional 17 carriers for community transfers.*

*In 2009 the program was funded in full by **PetSmart Charities, Inc.***

The April 2010 clinic was funded in full by **Marian's Dream**, Philanthropy for Animal Advocates.

The dog food, treats and other animal care items are collected by Oklahoma volunteers Mary Dickey and Susan Stromberg, SPAY OK has managed all funding and payments associated with this program since 2006.

### **Veterinary Services Summary**

**2003**, 649 animals 5 days total, 1 clinic for 5 days, 4 veterinarians, (20 veterinary working days) =

32 animals per veterinarian per day

**2004**, 459 animals 4 days total, 1 clinic for 4 days, 3 veterinarians, (12 veterinary working days) = 30 animals per veterinarian per day

**2005**, 1,313 animals 12 days total, 3 clinics for 4 days each, 8 weeks apart, 2 vets, (24 veterinary working days) = 54.7 animals per veterinary per day

**2006**, 897 animals 14 days total, 3 clinics, 8 weeks apart, 2 veterinarians for one clinic and one vet for 5 days the last 2 clinics, (18 veterinary working days) = 50 animals per vet per day

**2007**, 533 surgeries 12 days total, 3 clinics, 8 weeks apart, 1 veterinarian for all three clinics for a total of (12 veterinary working days) = 44 animals per veterinary day

**2008**, 561 surgeries 12 days total, 3 clinics, 8 weeks apart, 1 veterinarian for all three clinics for a total of (12 veterinary working days) = 43 animals per veterinary day

**2009**, 543 surgeries 12 days total, 3 clinics, 8 weeks apart, 1 veterinarian for all three clinics for a total of (12 veterinary working days) = 41 animals per veterinary day

**2010-April clinic** 195 animals, 1 veterinarian for 4 days= 48 animals per veterinary day

Total **clinic days** (5, 4, 12, 14, 12, 12, 2010 anticipated 12) Total of 71 clinic days since start up

Total **veterinary working** days have averaged 45 animals per veterinarian per day.



**Clinic summary:**

**In 2003**, the program started with one high volume clinic. 649 pets were spayed or neutered. Roughly three quarters of pets were females. In addition to Oklahoma staffing, Arkansans for Animals and Montana Spay/ Neuter Task Force provided staffing and coordination.

**In 2004**, a four-day clinic provided 459 surgeries.

**In 2005**, three clinics, the first timed before female animals go into estrus, with two veterinarians lasting four days each, provided 1,313 surgeries or 52% of the total since program start up.

**In 2006**, again three clinics with two veterinarians for the first clinic, and then one veterinarian for five days for the second two clinics, provided a total of 897 surgeries.

**In 2007**, three clinics for four days, with one veterinarian per clinic, for a total of 12 days provided a total of 533 surgeries.

**In 2008**, three clinics for four days each, with one veterinarian per clinic, for a total of 12 clinic days provided 561 surgeries

**In 2009**, three clinics for four days each, with one veterinarian per clinic, for a total of 12 clinic days provided 543 surgeries.

**In 2010**, three clinics for four days each, with one veterinarian per clinic will be held. April, 2010 clinic provided 195 surgeries.

To date our clinics have performed 5,150 surgeries on the reservation, there have been 63 veterinary working days, with an average of 45 animals per day per veterinarian.

***Between the second and the third clinics of 2005 (following 17 clinic working days), the change in the appearance and population density of the dogs became evident and we knew we were on track.*** This was after around the first 1400 surgeries and immediately followed the first early spring clinic in 2005. Many animals in packs do not survive the winter. Packs decreased significantly once the source of the packs, namely unwanted litters, were reduced.

**The changes in pet care habits, (dog food, leashes, etc.) tend to support that most people do not want to watch litters of puppies or kittens starve or simply even become nuisances.**

We have learned a lot about how a community can find creative solutions to a tragic problem. Through teamwork and the very generous support of the funders who have made this success possible, people on the Rosebud Sioux Reservation enjoy a healthier relationship with the animals who share their homes.

***Our goal is to continue the services and share data with others who are looking for a model for similar areas, both in the US and elsewhere.*** It would be impossible to thank every foundation and funder and each individual who has donated their time, pet food and gas money, but it is possible to say that this has been a huge team effort on behalf of animals.

Please let us know if we can provide any other information which would help your community move forward in halting animal suffering through prevention.

Sincerely,

DuWayne Whirlwind Soldier, Animal Control Officer and animal program onsite coordinator, 605-828-1382

Ruth Steinberger, spay/ neuter project coordinator, 918-367-8999

## **Complete List of Resources for Spay/Neuter Clinics in Central/Northern New Mexico**

- **ASPCA Professional Spay and Neuter Grant**
  - Have to be invited to apply for this grant through New Mexico's ASPCA Grant Officer.
    - Karen Medicus, contact through <http://aspcapro.org/karen-medicus>
    - <http://www.asPCA.org/about-us/asPCA-grants>
- **Zimmer Feline Foundation**
  - Spay/neuter program that focuses on house and feral cats in low-income areas.
  - Provides surgery, pre-surgery exam, and vaccinations
  - Event with a veterinarian has to already be scheduled and the quote is given to them
    - Contact information:  
Phone-(505)-466-1676 E-mail-[TheLoveofCats@comcast.net](mailto:TheLoveofCats@comcast.net) or Website-  
[Zimmer-Foundation.org](http://Zimmer-Foundation.org)
- **Animal Humane of New Mexico**
  - Spay and Neuter program that focuses on first come, first serve basis to their clinic for low-income families.
  - 2 forms of income (Social Security, paystubs) are required before services are given out
  - Male cats are \$25 with female cats costing \$35. Dogs range from \$50-\$100 depending on gender and size
    - Contact information:  
Phone-(505)-255-5523 E-mail-[Info@AnimalHumaneNM.org](mailto:Info@AnimalHumaneNM.org) or Website-  
[animalhumaneNM.org/index](http://animalhumaneNM.org/index)
- **Albuquerque Animal Care Center**
  - Free spay/neuter clinics for low income to moderate income households
  - Have to be a resident of Albuquerque
    - Contact information:  
Phone-(505)-768-1975 or Website- <http://www.cabq.gov/pets/programs-services/spay-neuter/>
- **Alliance for Albuquerque Animals**
  - Free spay and neuter program for low income families with rottweilers, chow chows and pit bull breeds
  - Currently the program is on hold due to funding
    - Contact information:  
Phone-(505)-344-7387 or Website-  
<https://sites.google.com/site/allianceforabqanimals/home23232>
- **Bernalillo County Animal Care Services**
  - Offers financial assistance to Bernalillo County residents to get their animals spayed and neutered
  - Limited to two dogs per household

- **Contact information:**  
Phone-(505)-468-7387 or Website- <http://www.bernco.gov/spay-and-neuter/>
- **Raton Humane Society**
  - Offers \$30.00 spay/neuter program to households in need
    - **Contact information:**  
Phone-(575)-445-9328 E-mail-[blazingseven@bacavalley.com](mailto:blazingseven@bacavalley.com) Website-  
<http://www.petfinder.com/shelters/NM12.html>
- **Cat Care Network of Colorado and New Mexico**
  - Offers spay/neuter program for low income households who qualify
  - Offered at the Small Animal Hospital in Angel Fire, NM
  - Also have trap and release spay and neuter programs for communities
    - **Contact information:**  
Phone-(575)-445-8756 E-mail-[catcarenetwork@msn.com](mailto:catcarenetwork@msn.com) Website-  
[www.CatCareNetwork.org](http://www.CatCareNetwork.org)
- **Chama Valley Humane Society**
  - Offers spay/neuter program for community pet owners
  - Between July 15-August 15, gives out 15 vouchers for 2 spay/neuter procedures in the household
    - **Contact information:**  
Phone-(575)-756-9928 E-mail- [info@chamahumanesociety.org](mailto:info@chamahumanesociety.org) Website-  
<http://www.chamahumanesociety.org/>
- **Espanola Valley Humane Society**
  - Free spay/neuter procedures for residents of Rio Arriba County
    - **Contact information:**  
Phone-(505)-753-8662 E-mail-[evhsreception@gmail.com](mailto:evhsreception@gmail.com) Website-  
<http://evalleyshelter.org/clinic/>
- **San Juan Animal League**
  - Preference given to San Juan County residents
  - Limitations on animal's age and weight
    - **Contact information:**  
Phone-(505)-325-3366 E-mail- [sanjuananimalleague@gmail.com](mailto:sanjuananimalleague@gmail.com) Website-  
<http://sanjuananimalleague.webs.com/>
- **The Humane Society of the Four Corners**
  - Low cost spay/neuter assistance for anyone in the Four Corners Area
    - **Contact information:**  
Phone (505)-334-6819 E-mail- [mail@hs4c.org](mailto:mail@hs4c.org) Website- <http://hs4c.org/>
- **PAWS-People for Animal Welfare Society**

- Contracted through Santa Fe Animal Shelter to do spay/neuter clinics through San Miguel County
- \$50 for the procedure, pick up of the animal also is an option
  - Contact information:  
Phone- (505)-466-1525 E-mail- [janecarson@pawsonm.org](mailto:janecarson@pawsonm.org) Website- <http://www.pawsonm.org/index.html>
- Santa Fe Animal Shelter & Humane Society
  - Offers a mobile van service for spay/neuter services
  - \$1,800 per day the van is in the community
  - Usually can do up to 25 procedures
    - Contact information:  
Phone-(505)-474-6422 E-mail- [mmartin@sfhumanesociety.org](mailto:mmartin@sfhumanesociety.org) Website- <http://sfhumanesociety.org/>
- Picuris Pueblo Tribal Administration
  - Offers spay/neuter services for members of the Picuris community
  - Free for tribal members
    - Contact information:  
Phone (575)-587-2712
- Four Corners Animal League
  - Offers financial assistance for spay/neuter procedures
    - Contact information:  
Phone-(575)-751-0150 Website- <http://www.fourcornersanimalleague.org/>
- Watermelon Ranch
  - Animals must be up to date on their vaccinations
  - No feral or aggressive animals
  - No spay/neuter services for animals over 5 years old
    - Contact information:  
Phone-(505)-771-0140 E-mail- [sarawmr@aol.com](mailto:sarawmr@aol.com) Website- <http://www.wmranch.org/>
- SpayFIRST!
  - Has already worked with communities of Taos, Santo Domingo, and Cochiti
  - MASH program involves volunteers from community into the spay and neuter clinics
  - \$1100 for about 60 procedures which includes deworming
    - Contact information:  
Ruth Steinberger, Director Phone-(580)-326-4100 E-mail- [ruth@spayfirst.org](mailto:ruth@spayfirst.org) Website- [spayfirst.org](http://spayfirst.org)

## **Potential Funding Information and Reduced Cost Services**

**Banfield Charitable Trust:**

<http://www.banfieldcharitabletrust.org/home/assistance-programs/>

**Animal Welfare Trust:**

<http://fdnweb.org/awt/funding-guidelines/>

**New Mexico Animal Sheltering Board:**

[http://www.rld.state.nm.us/boards/Animal Sheltering Services.aspx](http://www.rld.state.nm.us/boards/Animal_Sheltering_Services.aspx)

**Vetco Affordable Health Care - Petco**

<http://www.vetcoclinics.com/>

**PetSmart Charities**

<http://www.petsmartcharities.org/adopt-a-pet/find-a-spayneuter-clinic>

**Michigan State University**

<http://staff.lib.msu.edu/harris23/grants/2animal.htm>

**Petroglyphs – New Mexico’s Resource Publication for Animal Lovers**

<http://www.petroglyphsnm.org/resource.html>

**The Humane Society of the United States**

[http://www.animalsheltering.org/how-we-help/strengthen-your-shelter/financial-assistance/grant\\_listings.html](http://www.animalsheltering.org/how-we-help/strengthen-your-shelter/financial-assistance/grant_listings.html)

## **Pre and Post-Operative General Instructions for Cats**

### **Pre-Operation Instructions for Cats:**

- For cats under 5 months of age, they should eat the morning of their surgery. For cats older than 5 months, food should not be given to them the night before their surgery. Water is ok.
- Please check with your spay/neuter provider what your check in time is
- The cat should be placed in a carrier when brought to the spay/neuter location. Multiple cats having the procedure should have their own carrier.
- Please let the veterinarian know of any medical issues or/and history with the cat.

### **Post-Operation Instructions for Cats:**

- The cat(s) should be kept inside for 7 days after its procedure. Also, keep other animals away from the cat during the healing time.
- Check the cat's gum color when arriving home from the surgery. The gum color should be pinkish to red. Also see if the color returns after applying pressure to the gums.
- Water should be offered immediately after the surgery and dry food can be returned the day after the surgery. If your cat does not vomit, dry food can be returned the night after the surgery.
- Check the incision for redness, swelling, discharge, or wound gaping. Some redness and swelling will occur like any of our wounds however, if this looks excessive the spay/neuter clinic should be contacted.
- Do not clean your cat's incision and make sure it remains dry. If it looks dirty, clean it with contact solution or eye drop solution. Do not bathe your cat for 7 days.
- Cats will still be fertile for 3-4 weeks after the procedure. Keep them away from other fertile cats.
- Do not give your cat over the counter pain medication intended for humans. If pain medications are needed for your cat, please get them from the spay/neuter clinic individuals.

If one has any questions or concerns about the spay/neuter procedure or healing process, contact information should be given to you from the spay/neuter clinic.

## **Pre and Post-Operative General Instructions for Dogs**

### **Pre-Operative Instructions for Dogs**

- For puppies under 5 months of age and small dogs under 10lbs, they should eat the morning of their surgery. For dogs older than 5 months and over 10lbs, food should not be given to them the night before their surgery. Water is ok.
- Please check with your spay/neuter provider what your check in time is.
- The dog should be placed in a carrier or brought on a leash when brought to the spay/neuter location. Multiple dogs having the procedure should have their own carrier or leash.
- Please let the veterinarian know of any medical issues or/and history with the dog.
- Female dogs in heat will not be spayed. Please reschedule your appointment if your female dog is in heat.

### **Post-Operative Instructions for Dogs**

- Dogs should be kept inside for 7 days after the procedure. Jumping, running, and climbing should be limited during this time.
- Dogs should be walked on a leash for 7 days after the procedure
- Check your dog's gums after getting home. They should be a pale pink to red. Also make sure this color returns after applying pressure to the gum.
- Offer water in small amounts after the procedure. If no vomiting occurs, any amount of water can be offered. Small puppies and dogs younger than 6 months can have food the same night of the procedure. Food can be placed out the day after the procedure.
- Check your dog's incision for redness, swelling, discharge or wound gaping. Redness and swelling are normal like in human wounds, however if there is an excess contact the spay/neuter clinic.
- Do not clean your dog's incision. Make sure it stays dry. If it does get dirty, clean it with contact or eye drop solution. Do not bathe your dog for 7 days.
- For medium to large male dogs, an Elizabethan Collar pictured below should be kept on the dog for 7 days to prevent licking/picking at the incision which can damage the body.
- Dogs are still fertile 3-4 weeks after the procedure. Keep them away from other animals that might fertile.
- Do not give your dog over the counter pain medication meant for human consumption. These can be harmful to your dog.

If one has any questions or concerns about the spay/neuter procedure or healing process, contact information should be given to you from the spay/neuter clinic.



# **APPENDIX E:**

# **EDUCATION**





# **Humane Education Website Structure and Content**

## **Basic Structure**

### **School Programs**

- i. The Animal Connection for Pre-School Through 2<sup>nd</sup> Grade**
- ii. The Animal Connection for Grades 3-8**
- iii. One Time Presentations**

### **The Animal Connection: Teaching Kindness to Communities**

APNM is reaching out to New Mexico communities to enhance the human-animal bond and help improve safety with and compassion for animals. Long lasting systemic change for animals will only come by transforming the way we think about, live with, care for, and protect the non-humans with whom we share our world. The well-established link between animal abuse and interpersonal violence is a key element to APNM's approach to community outreach and training, but this link works both ways. There is a link between kindness to animals and creating nurturing relationships with others. We call this the Animal Connection.

## **1. For Youth and Schools**

APNM's programs engage students with relevant and interesting topics in animal welfare. Students engage in experiential learning opportunities that include registered therapy dogs, games and activities and feature animal professionals from the community. APNM's humane education programs build an ethic of kindness and compassionate animal stewardship through learning activities that are aligned with the Common Core Academic Standards practiced by the New Mexico Public Education Department. Adapted accordingly for grade level, The Animal Connection program is available in a comprehensive twelve-week version for grades 3-5 and 6-8. A shorter version (four-week) is available for Pre-Kindergarten through 2<sup>nd</sup> grade. When outside funding is available, these school-based programs are free of charge to schools with a free and reduced lunch rate of 80% or more and to schools in native communities.

### **Pre-K through 2<sup>nd</sup> Grade: The Animal Connections: Learning Through Kindness**

This four-week program is delivered in the classroom. Interactive presentations using games and other activities assist in teaching the curriculum and reinforcing the humane lessons. The introduction of registered therapy dogs captures the attention of students and excites them about learning important topics related to

compassionate animal stewardship and personal safety. A special reading comprehension section is included.

Week One: Humane & Compassionate Animal Care

This presentation helps children recognize that what makes us (people) happy and healthy is also what makes animals happy and healthy. Emphasis is placed on shelter, food, water, health care, exercise, hygiene, education, play and love. Participation in games, activities and "grooming" a registered therapy dog reinforce this recognition.

Week Two: Staying Safe with Animals: Loose Dog Safety and Dog Bite Prevention:

Students learn how to read animals' behavior to stay safe. This presentation introduces the students to understanding how animals communicate with us and when it is not comfortable for an animal to be disturbed. Children are taught safe manners around friendly animals and how to protect themselves from loose dogs and dogs that bite. The children practice their skills with registered therapy dogs.

Week Three: Read to Rico!

Through a partnership with Grey 2K USA, the children's book, *Pele's Forever Home*, is given to each student. The children read the book out loud to Rico, a registered therapy greyhound. This heartwarming story about a dog who longs for a "forever home" elicits understanding and empathy from the children while providing a reading experience that improves skills through positive reinforcement.

Week Four: Down on the Farm

While inter-actively playing with a large-scale toy farm, equipped with out buildings, pastures and an assortment of farm animals, the students learn empathy through interesting details about humane relationships between large, domestic animals and people.

### **The Animal Connection for Grades 3-8**

#### **Reaching Common Core standards Through Humane Education**

The Animal Connection twelve-week comprehensive humane education program for grades 3<sup>rd</sup> through 8<sup>th</sup> enhances academic performance in critical content areas through motivating lessons about animal welfare, all in the context of a student driven research project. Students are introduced to their assignment on day one of



#### Week 5: The Need for Spaying and Neutering

Building on the "virtual tour" of the shelter intake process and shelter life (Session 3), students will take part in activities that will help them understand and truly comprehend the huge numbers (both nationally and locally) of animals being euthanized. Students will use ratios and percentages in pie graphs to graphically depict the numbers of unwanted animals. Brief explanations of the surgeries will be provided.

#### Week 6: Train. Don't Chain: The Consequences of Tethering Dogs

Students will learn how long term chaining of dogs creates both animal cruelty and public safety issues. Alternatives to chaining will be presented with precautions regarding tethering. Students will participate in activities that will illustrate for them both the frustration and feelings of isolation brought on by such confinement.

#### Week 7: Loose Dog/Bite Safety

Students will be taught how to read animals' behaviors. This will lead to discussions involving when to interact with an animal and when not to interact. Special emphasis will be given to precautions to take around unknown and loose dogs. Methods of protection from loose dogs, aggressive and biting dogs will be demonstrated. Through the use of registered therapy dogs, the students will practice newly acquired skills involving safely feeding, giving a treat, and playing with an animal, as well as appropriate behavior around loose and/or aggressive/or biting dogs.

#### Week 8: Animal Fighting: A Blood Sport

Students will learn the history and current activities involving dog and cock fighting. Through a power-point presentation, students will become familiarized with the equipment used to train dogs and roosters to fight. They will see photographs of "pits" used for such events, the typical housing constructed for these animals and some animals being rehabilitated and treated for their wounds received during the fights. Explanations of the county ordinances and state statutes involving animal fighting will be discussed as well as the other illegal activities that are typically involved with blood sport activities. (illegal drugs, practicing veterinary medicine without a license, child abuse, domestic violence etc.) Students will also learn how to safely report any cruelty or neglect situation involving an animal.

#### Week 9: The LINK and The CONNECTION

Students will study the connections between animal cruelty, bullying and assaultive behavior. Students will discuss why a person becomes a bully, why some people are typically victims, why most stand by while it is happening and how to safely

the program. In established teams, students must gather information and insights into the care of a companion animal of their choosing. Through personal interviews, independent book and online research, enhanced by the classroom lessons, the students develop a five-paragraph research paper and a corresponding multi-media presentation. At the end of the twelve weeks the student teams present their findings to their peers, teachers, parents, school administrators and other guests.

#### Week 1: Introduction to Unit/Group Work and Listening Skills

Students will be introduced to this unit of study. Through participation games and activities students will learn the need for cooperation, reliability and good communication. After receiving a template/research guide for their group's companion animal, the students will be taken through the process of how to complete the template and transform the information into a 5-paragraph research paper. Further instruction is provided in how to use the information from the student research papers to create a live, multi-media presentation for their peers.

#### Week 2: Care and Responsibility, Humane Stewardship, and Responsibility Time-Line

Students will participate in a discussion involving environmental, health, exercise, and nutrition needs necessary for humane stewardship. Demonstrations of proper grooming and teeth brushing will be provided with the assistance of a therapy dog. The length of the commitment to a companion animal will be demonstrated through a Life Time-Line, indicating the changes that will take place in students' lives throughout the life span of the companion animals they choose to research.

#### Week 3: Life and Death in the Shelter

Through a power-point presentation, students will experience the process a loose companion animal goes through from being picked up off the street, transported, scanned for micro-chip/tags/license, impoundment, life in the shelter, reunited with owner-or adopted-or euthanized. Costs to taxpayers will be discussed as well as the need for responsible ownership.

#### Week 4: The Work of the Animal Welfare Officer

Students will meet local animal welfare officers who will discuss their work as protectors of citizens as well as animals. Both fieldwork and shelter work will be explained and the officers will demonstrate the use of their equipment. Students will have the opportunity to tour an animal transport vehicle. The officers will stress the need for responsible ownership: pet identification, rabies vaccinations and licensing.



participate in stopping the cycle. Students will meet and learn "Sophie's Story." Sophie is a 10 lb. Italian Greyhound Therapy Dog who was a victim of severe animal cruelty when used as leverage in a domestic violence dispute. Emphasis will be placed on how to recognize and stop the cycle of abuse. Information on assistance for both animal and human victims will be distributed. The value of kindness and humane treatment of animals will be discussed in the context of human relationships.

#### Week 10: Down on the Farm: Cows, Sheep, Goats, Llamas, Horses and Donkeys

Students will investigate the special needs and responsibilities associated with the care of large, livestock-type animals through a special video lesson filmed at a northern New Mexico farm animal sanctuary. Students will meet several animals and visually experience the extent of the daily chores necessary to humanely care for them. When available, the lesson will include a live question and answer session with the proprietor of the sanctuary.

#### Week 11: Student Research Presentations

Student groups will share their research on the animal of their choice. They will provide information on the expenses, environmental needs, health care, nutrition, laws and exercise necessary to humanely care for this animal. Students will be encouraged to educate and creatively entertain their audience with their findings.

#### Week 12: Program Wrap-Up / Evaluation

Students will gather with the presenters and teachers to discuss what they have learned from The Animal Connection. Any unanswered questions will be addressed and students will be encouraged to comment on what they have learned as well as share their concerns. In-person focus group interviews are conducted with randomly selected students to assess program satisfaction, the effectiveness of the lessons, research project, written paper and presentations. In addition, attitudinal/social changes that may have occurred because of the program will be assessed.

### **One Time Presentations for Students of Any Age**

All of the nine animal welfare topics offered in The Animal Connection for Grades 3-8 are available in the form of a one-time presentation to your school, after school program, scout troop, community center or other youth venue.

Care and Responsibility, Humane Stewardship, and Responsibility Time-Line  
Life and Death in the Shelter

The Work of the Animal Welfare Officer

The Need for Spaying and Neutering

Train. Don't Chain: The Consequences of Chaining Dogs

Loose Dog/Bite Safety

Animal Fighting: Blood Sports

The LINK and The CONNECTION

Down on the Farm: Cows, Sheep, Goats, Horses and Donkeys

APNM can also create a custom presentation suited to the particular needs, interests or issues that may be relevant to your group.



Animal Protection  
of New Mexico

# HUMANE EDUCATION

*Learning Through Kindness*



APNM.org

*Making Animals Matter in  
Every New Mexican Community  
Since 1979*



# The Animal Connection

## Reaching Common Core Standards Through Humane Education

### For Schools

The Animal Connection program enhances student academic performance and fosters lasting social skills through the classroom delivery of a unique and comprehensive humane education curriculum that uses registered therapy dogs and features local animal professionals as guest speakers.

- One-time presentations
- 4-week programs for Pre-school through 2nd grade
- 12-week programs for grades 3–8
- Limited financial assistance available

### For The Community

APNM also offers special one-time presentations for all ages on a variety of relevant topics in animal welfare: care, local animal laws, public safety and the link between animal cruelty and interpersonal violence. Stay informed, stay safe and learn how to help animals matter in our community!

- Schools and Community Centers
  - Neighborhood Associations
- Senior Centers & Assisted Living Communities
  - Native Communities
  - Civic Groups

Visit us online or call today!  
[apnm.org](http://apnm.org) 🐾 (505) 797-3977

APNM advocates for animals by effecting systemic change and working towards the humane treatment of all animals.