
Karl Jacobson
Chief of Police



Justin Elicker
Mayor

CITY OF NEW HAVEN
DEPARTMENT OF POLICE SERVICE
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To: Humane Commission

From: Officer L. Lopez

Date: May 20, 2024

RE: April 2024 Report

We began the month with 33 animals in the shelter (29 dogs and 4 cats).
30 animals were taken into the shelter (24 dogs, 4 cats, 1 chicken, 1 rabbit).
14 animals were redeemed by their owners.
20 animals were adopted out as pets (includes 8 that were transferred as pets).
Animal Shelter /Rescues: Mona's Place Rescue, Newtown Dog Warden, Army's Legacy

0 (D.O.A.) arrived at the shelter deceased.

2 dogs Euthanized (2 sick dogs at Central).

25 animal complaints were investigated.
2 dog bite reports from patrol were followed up on by staff.

We ended the month with 27 animals (26 dogs and 1 cats).

Officer Luis Lopez #397
M.A.C.O.

**Humane Commission, City of New Haven
Robin I. Kroogman New Haven Animal Shelter**

**MEETING MINUTES
Monday, April 15, 2024**

A regular meeting of the Humane Commission was called on April 15, 2024, at Police substation 10, 332 Whalley Avenue, New Haven, CT 06511 at 6 pm

Call to order: 6:08 pm

Present

Chair Rachel Kaufman
Commissioner Stefanie Nicholas
Commissioner Mike Moscovitz
Commissioner Rose Chatterton

Absent

Commissioner Archie Crouse

Quorum – 4 Commissioners

Also attending

Assistant Corporation Counsel Earle Giovanniello
Chief Karl Jacobson
M.A.C.O. Luis Lopez

Motion that in the absence of a recording Secretary, Commissioner Chatterton act as Secretary Pro Tempore to prepare the Minutes for the meeting.
No objection. Unanimous Consent

STANDARD BUSINESS

• **AGENDA:**

Since the Agenda is emailed to all prior to the monthly for any changes/comments there's no reason to make a Motion to Adopt it. Going forward this item will be removed.

• **MINUTES:**

Motion to approve the Minutes from the March 18, 2024 meeting as amended during the meeting.
Made by R. Kaufman Second M. Moscovitz Passed unanimously

• **REPORTS:**

Giovanni Zinn, Civil Engineer - Update Finances/Shelter Renovation sent via email and copied here:

"Please see below for a summary of funding sources and obligations to date:

1. \$500,000 – State of Connecticut Bond Allocation
 - a. \$5,000 – state keeps this funding for contract expenses
2. \$500,000 – State of Connecticut ARPA allocation
 - a. \$85,885 – installation of new electrical service – Npower Construction
3. City Facility Funds - \$212,165 (plus other misc repairs throughout the facility)
 - a. Installation of new HVAC equipment in front area - \$28,090 - complete
 - b. Installation of new poured epoxy flooring - \$148,525
 - c. Purchase of new electrical gear - \$18,500
 - d. Geotechnical Investigation - \$6,550
 - e. HVAC Design – CES Inc - \$10,500

We are in the process of building an accurate schedule for you and look forward to presenting that to the commission next month. The HVAC work in the front is wrapped up, and we expect the electrical work to continue in the interim before the next meeting. Please let me know if you have any questions. Thanks!"

M.A.C.O. Luis Lopez – RE: March 2024 Report – copied via Email & attached:

We began the month with 31 animals in the shelter (30 were dogs and 1 cat).
27 animals were taken into the shelter (20 dogs, 5 cats, 2 roosters).
9 animals were redeemed by their owners.
8 animals were adopted out as pets (includes 4 that were transferred as pets).
Animal Shelter /Rescues: Newtown Dog Warden, Army's Legacy
2 dogs and 1 cat arrived at the shelter deceased (Public Works drop offs).
4 dogs and 1 cat Euthanized (3 sick dogs- at Central, 1 dog at shelter due to temperament by Dr. Sabo, 1 cat hit by car- at Central).
35 animal complaints were investigated.
0 dog bite reports from patrol were followed up on by staff.
We ended the month with 33 animals (29 dogs and 4 cats).

Chair Kaufman had a question on the Adoption procedure. Answer: Paperwork to adopt is filled out online, the potential adopters come to interview and meet with the animal they're interested in adopting. Question asked if there were other ways potential adopters could fill out an application. Mentioned the possibility of using Petfinder. Also, putting adoptable dogs on the Facebook page for the Kroogman Animal Shelter which is administered by the New Haven Police Department.

Chief Jacobson– NHPD wants to be good partners to get more dogs adopted and recently hired a person dedicated to handling tech/social media postings who will work on the Kroogman Facebook page with M.A.C.O. Lopez.

Chair's Report – Looking to be collaborative and work with everyone at the Animal Shelter in any way possible. Asked Chief Jacobson to

- o **Commissioner's Report – R. Chatterton** Spoke at Board of Alders Finance Committee on Wednesday, March 21st, 7pm, on behalf of the Mayor's budgeted allocation to the Animal Shelter to ask that no money be removed from the 2024-2025 Budget.

Unfinished Business.

- Discussion: SOPs at the Animal Shelter – current practices and/or policies on Intake, Record Keeping, Animal Maintenance, Enrichment, Adoption, Transfer to Rescues, Euthanasia – **Chair Kaufman** asked Commissioner Nicholas to see what, if any, policies are existing at the Animal Shelter either in writing or practice. Once the Commission has a better understanding of the current practices, we can all work together to create an SOP Manual. **Asst. Corporate Counsel Giovanniello** was asked for clarity on which entity was authorized to write the SOPs, the NHPD or the Humane Commission. Mr. Giovanniello spoke on the Ordinance **Sec. 7-17. - Humane commission. (b)** which states that the commission has the power to adopt rules and regulations required for the operation of the animal shelter. He suggested both should work on SOPs together.

New Business

- Status of new hire Veterinarian – Assistant Chief Bhagtana has this information and was unable to attend the meeting, therefore, we didn't get an update. Commissioner Moscowitz gave Chief Jacobson a letter requesting additional Vet medical records for the upcoming meeting with Asst. Chief Bhagtana on April 19th at her office in 1 Union Avenue, New Haven and requested the records be put on a flash drive that he had with him. The Chief felt that was not necessary.
- Humane Commissioners Visiting Policy – a first Draft Policy was distributed to everyone at the meeting which will be discussed at next month's meeting.

Public – No Comments

Motion to adjourn at 7:06 pm

Made by R. Chatterton

Second R. Kaufman

Passed unanimously

NEXT SCHEDULED MEETING: May 20, 2024

Submitted by Secretary Pro Tem Rose Chatterton **6/17/2024**

Approved by Chair Rachel Kaufman **6/17/2024**