

Oakland Animal Services – Policy and Protocol Recommendations

Animal Control

Protective Custody Animals

- Review existing OAS protocols and procedures for protective custody animals and modify/update as needed to meet the current needs of the shelter
- These animals are considered evidence and need to be housed within the shelter in an area that is dedicated to protective custody and does not allow public access
- They are to be treated the same as any other animal in the shelter and given the same medical care and attention
- Procedures, written within the existing laws, need to be in place to allow for humane euthanasia of the animal if it is deemed to be suffering
- Communication on the case must be kept open and current between OPD/DA and shelter director/staff to minimize length of stay of the animal – these cases should not be allowed to linger

One officer working on site during open hours

- Staffing needs should be determined, including the need and availability of officers for both the shelter and the field
- Ideal to have an officer on site whenever possible to do bite reports, collect evidence, and perform any other duties required by an animal control officer
- A rotating in shelter position would help with ACO cross training

Licensing, Billing, reporting

- Continue to follow existing City Policy on Animal Licensing and Fee Collection.
- Shelter Director should review Policy and Revenue Data after transition process has been “Completed”.
- Pre & Post Transition Revenue Data should be reviewed by City Auditor for re-evaluation purposes.
- Annual Revenue Report data should be provided to Advisory Commission for review.

Abuse/neglect investigations, prosecution; Probation searches

- If ACO's are under the direct supervision of OPD, then current departmental Policies and Procedures should be implemented for officers.
- OPD Evidence Collection and Chain of Custody Policies should be applied to all animals and associated indicia.
- California State Humane Academies or equivalent Criminal Investigation Training should be provided to all ACO's within first year of employment and as needed to maintain proficiency.
- Shelter Director and OPD Officer Supervisor should establish a system of review and revision of policies and procedures, especially during transition period and then on a regular and established timeline thereafter.

- Shelter Director and OPD Officer Supervisor should review the current and establish, (if necessary), an updated “Use of Force/Response to Resistance” Policy for all ACOs.
- Humane Investigations and associated Prosecution Data should be presented to Advisory Commission on an Annual Basis.