

Health and Wellness Committee Meeting
10-17-13

Present: S. Trekles, J. Lindmark, D. Foster, P. Gonzalez, C. Abshire, P. Beecher

Agenda:

1. Zoetis program
 - a. Pat suggested drafting a letter to limit liability for Dr. Brooke so that she will be willing to sign the Zoetis agreement
2. Dr. Brooke
 - i. Pat will contact her to see if she can come back out
 - ii. We need to have her do Rabies vaccines – we will need enough lead time to get the vaccines orders (3-5 days to be safe) so that she can vaccinate over 60 cats that are overdue
 - iii. Pat will also request to shadow Brooke or Dr. Larry to learn from her
3. Food in Disco
 - a. Cats being fed 2 feedings of wet and dry – 4x daily total – we feel this is sufficient
 - b. This is done to protect Garfield’s eating and prevent him from eating too much
4. Cleanliness of shelter – ringworm
 - a. Report from Room Moms subcommittee
 - i. Cleanliness and laundry was main issue; many inconsistencies found in what Cat Care members know to be true – for example, Judy L does the laundry and knows that ringworm laundry is done in hot water with bleach; all other laundry is being done with bleach
 - ii. Laundry items should not be so prevalent in all rooms – there is too much laundry to keep up with – cleaners should NOT be using so much linen in each room – this can increase the likelihood of spores lingering
 - iii. Ringworm linens have to come out every day to be washed but that doesn’t mean we need to overdo it with the linens
 - iv. Protocol should be to not cover every surface with linens – yes we want soft but not all cats need complete coverage to be happy
 - v. This info will be posted for cleaners and room moms
 - vi. The health department will not shut down any shelter for ringworm – it is a common issue in many shelters, daycare centers, homeless shelters, etc
 - vii. The job of cleaning is a huge job, and we are working very hard at it; rather than complaining
 - viii. Foot baths are not effective – bleach must have contact for 10 minutes or more to disinfect properly
 - ix. We could use plastic booties and hospital gowns – suggested http://local.alltimemedical.com/Walk_In_Bath_Tubs_Valparaiso_IN-p1719252-Valparaiso_IN.html as a list of places to go
 - x. Also, Maddie’s Fund video suggested that Swiffer mops should be used versus traditional cleaning mops; room moms could supply the pads and take collections; will go on Wish List also

- xi. Also suggested to replace the cat doors - \$40 at Menards for new ones – the doors much be cleaned as well, suggested not to spend money on this and instead put that toward the Swiffer
- xii. Facebook pleas – Room moms expressed concern about being able to send out pleas, and felt that they are not able to do it at all; this is not the case – the concern is more about whether the message is worded well and represents ICS consistently; room moms are encouraged if they want to send a message out to run it past Roberta, Staci, or Cate, who are primarily in charge of the Facebook page
- xiii. Room moms cleaning – you are welcome to but MUST follow the same protocols all cleaners are to follow, including bleach dilution levels in mop water, etc
- xiv. Litter boxes not in runs because they get moldy, are not cleaned as the cleaners don't have time – no sense having them out there if no one is going to clean them – there should be no litterboxes and food out in the runs UNLESS someone is checking on this EVERY DAY – room moms are welcome to do this if they agree to clean the litterboxes every day and change the litter at least once a week
- xv. Floors in runs – sealing them might be needed but it is a big job; consider summertime painting? Not sure if it would hold up with the weather and the cats who pee
- xvi. Ringworm – Dr. Bailey will write a protocol for us, and Dr. Brooke will be making recommendations for this; Dr. Bailey's associate suggested that this is primarily from direct contact, either from people transferring it, or cats coming in and out of rooms (like Annie?) – primarily hits those cats with poor immune systems, could possibly be another skin fungus issue? Ringworm does not transmit nearly as easily through the air or through spores; while cleanliness helps, the primary way it is transmitted (95%) is through direct contact; Hand sanitizer is not effective – either don't touch the cats, stay out of the rooms, or WASH YOUR HANDS instead of use hand sanitizer
- xvii. The current strain that we have appears to be very virulent, sometimes not “normal” – should be cultured; Carol will be taking one of the cats with an abnormal sore to do the culture – Alfredo, Paris?
- xviii. Program – pill for ringworm? <http://www.program.novartis.us/cats/tabs-about.htm> and http://www.epinions.com/review/Novartis_Program/content_56788029060?sb=1
- xix. Right protocol must be used as well – all cleaners need to be using the same protocols, Jeanne will be retraining them; right disinfectant and fungicide must be used, find out exactly what we are dealing with – we will be much better off when we do these things – cannot use Odoban as it is not safe for people and animals while wet; chlorhexidine, bleach
- xx. There are many barriers to solving the problem including time, overpopulation in the shelter, and money; to follow all standards and

protocols suggested by Association of Veterinarians – review videos at <http://www.youtube.com/user/maddiesinstitute>

- xxi. Carol suggested Tea Tree Oil to combat ringworm? Would it work? She will investigate – does Greg have this at this store? Paulette will investigate
5. Reinforcement of cat feeding and handling protocol by volunteers and room moms
 - a. Judy Dean is writing up a general volunteer letter to inform people of policies regarding letting cats out, taking cats out of cages, feeding cats without medicator's approval, etc. – we will want her to continue to make sure that gets out; also there is a checklist that is being sent out; Judy and Diana are developing this
 - b. The cats are let out during the week from the cages, just not all at the same time; there is a reason why they are selectively released and this must be observed
 - c. Adoption counselors are in charge when they are on duty, but they need to police themselves to avoid injuries, spreading of disease, jeopardizing the health of the cats
 - d. We will need to start a volunteer drawer and have everyone re-sign to ensure that waivers are signed
 - e. Cannot address anyone specifically until there is a specific incident occurring, everyone will be addressed globally initially and hopefully this will increase understanding of the reasons for why we have the policies we do; if there are further incidents then discipline letters will be issued
 6. Staffing
 - a. We do need to hire another cleaner for part-time work – we still need to figure out how much more time is needed; we need to talk to Natalie as far as affording payroll for this
 - b. Combination position oversees cleaning and medication – supervisory – Pat and Jeanne – what happens when someone misses a shift? Who fills in? Joan will not come in and cover a shift
 - c. Jeanne, Pat, and maybe others need to figure out how the supervisory duties are filled in
 7. Food purchases
 - a. Buying from Meijer/Walmart and from Phillips for backup, using roughly a case a day
 - b. We should be tracking how much we are purchasing and using each week; Judy will assist in tracking the food purchased by Paulette and Joan, and Phillips supplies invoices
 - c. Jen had sent an email showing her bill from Amazon – cases can be purchased on “subscription” for food or litter, Jen was getting free shipping, but she was not sure of the price needed to get free shipping – current prices don't seem to compare to what Jen showed
 8. Wilbur – does not have cancer, was some concern about his teeth, bacteria infection in his mouth, Dr. mentioned doing a laser treatment or take his teeth out; we would like a second opinion

ROOM MOM MEETING MINUTES

October 13, 2013

4:30 pm – ICS Shelter Gift Shop

ROOM MOMS PRESENT: Brandy Coleman, Beth Hayden, Bonnie Zosso, Beverly Overmyer, Jeanne Mott, JoAnn Palko, Dorothy Ripperdan, Jen Stall

ROOM MOMS ABSENT: Cindy McGuire, Barb Schwoegler, Deb Walsh, Carol Abshire, Roberta Jocius, Carol Albrecht, Diana Foster, Ann Llamas

MINUTES:

Meeting was called to order by Dorothy Ripperdan. The following issues or concerns were discussed by those in attendance:

RINGWORM OUTBREAK IN SHELTER

The biggest concern of the room moms attending this meeting was the current further outbreak of the Ringworm. It is not being contained and more and more cats are becoming infected. Sharon Fitzsimmons brought in some information she got off the internet regarding how ringworm is spread, how cleaning should be done, products for use to clean for ringworm. It was discussed that all linens, especially that from the rooms with ringworm, should be washed in bleach and hot water but this is not being done. It was also discussed that the linens in the rooms with ringworm were to be changed daily according to several protocols, including at least one in use by the ICS. This is also not being done at the direction of Joan Hildebrand, head cleaner. Several other suggestions regarding cleaning were brought up but were one reason or another dismissed because there were not acceptable or feasible.

The use of Swifter mops (dry or wet cloths) was discussed as a means of collecting the spores from the floors and counters etc after the general cleaning is done. This is also suggested in some information JoAnn Palko brought in ringworm from the manual Infectious Disease Management in Animal Shelters.

Ideas for a possible incubation room or area were also discussed. One suggestion was that the property directly across County Line Road be checked into for possible buy or lease and to utilize it as our gift shop and adoption area and close the gift shop and make it our incubation area to help prevent the spread of any infectious diseases. It would also be used for all incoming cats.

It was also suggested that possibly the ringworm was also being spread by the cats with the ringworm using the cat doors to the runs and then a uninfected cat would use the door and thus get the ringworm spores on them. The idea of having a possible fundraiser to raise funds to purchase new cat doors for each room was discussed and Dorothy asked if any of the room moms would be willing to help with this fundraiser if we were to get permission to have it and several room moms volunteered to help with this.

It was further discussed that the ringworm is quite possibly being spread by people not using the proper procedures. Such as not wearing the proper attire, ie gloves, booties and gowns or covering for clothes. Or people using the same mops, litter scoops, brooms, etc from a room with ringworm in a room that does not have the ringworm.

It was also agreed that additional membership meetings be held throughout the year in order that problems like this might find quicker resolutions if the membership were made more aware or involved.

It was also brought up that the possibility of a visitor coming to the shelter and seeing the ringworm signs on the doors might take it upon themselves to tell someone that has the authority

to close the shelter down until such time as the ringworm is totally eradicated. This would cause us to lose adoptions and funds.

CLEANLINESS OF THE SHELTER

There is still much concern about the cleaning of the shelter. Not only because of the ringworm infestation but also because even after the deep cleaning that was done a couple of months ago the shelter still smells of urine. Especially Kitty Korner and Disco. There is also concern about the cat litter boxes. It is felt more are needed in each room and they need to be more thoroughly and regularly cleaned. Not only does it make our shelter look unappealing when there is dried diarrhea (more than 2 days old) on every litter box in a room, but it certainly does not help with the cleanliness of the room. It was also advised that in one of the rooms with Ringworm it was found to have at least 3 layers of dirty linens on some shelves. This is an issue that was brought up at our June meeting and still appears to be occurring.

ITEMS NEEDED BY THE SHELTER

It was asked if new mops could be added to our wish list as the ones we are currently using are well worn **out** and definitely need to be replaced in order to do an adequate job of mopping. It was discussed that we are not permitted to put pleas for supplies on our Facebook page and it was questioned if we are allowed to sit outside a store and 'beg' for money why cant we ask for help with supplies. Donations of supplies have almost totally stopped since the pleas for donations of supplies was stopped.

TRAINING OF ROOM MOMS

It was inquired if the room moms could be given the proper protocol for cleaning their individual rooms to aid in removing the urine odor from the shelter. It was also asked if Jeanne Mott or someone with equal experience could schedule a meeting with the room moms to show the proper procedure for checking the cats for health issues such as eyes, mouths, noses, etc to aid the room moms in keeping a better eye on their cats and so they can report these incidences to the medicator.

Meeting was adjourned at 5:30pm

Minutes prepared by Dorothy Ripperdan