NEW YORK STATE DEPARTMENT OF AGRICULTURE AND MARKETS
DIVISION OF ANIMAL INDUSTRY
10B AIRLINE DRIVE, ALBANY, NY 12235

MUNICIPAL SHELTER INSPECTION REPORT - DL-90

Rating: **Unsatisfactory30** Purpose: **Inspection**

DATE/TOA: **9/12/14 1:15 pm**

CORTLAND CO SPCA
879 MCLEAN RD
CORTLAND NY 13045

Inspector #: **20**

These are the findings of an inspection of your facility on the date(s) indicated above:

1. Shelter is structurally sound	Yes
2. Housing area and equipment is sanitized regularly	Yes
3. Repairs are done when necessary	Yes
4. Dogs are handled safely	Yes
5. Adequate space is available for all dogs	Yes
6. Light is sufficient for observation	Yes
7. Ventilation is adequate	Yes
8. Drainage is adequate	Yes
9. Temperature extremes are avoided	Yes
10. Clean food and water is available and in ample amount	Yes
11. Veterinary care is provided when necessary	Yes
12. Dogs are euthanized humanely, by authorized personnel	Yes
13. Complete intake and disposition records are maintained for all seized dogs	No

License numbers are missing on about half of the redemptions. When the town halls are closed the SPCA collects the license money and sends it to the town clerks but the license numbers aren't being e-mailed back to the shelter so they can complete the seizure/disposition forms.

14. Dogs transferred for purposes of adoption in compliance with Article 7	Yes
15. Redemption period is observed before adoption, euthanasia or transfer	Yes
16. Owners of identified dogs are properly notified	Yes
17. Redeemed dogs are licensed before release	Yes
18. Proper impoundment fees paid before dogs are released	Yes
19. Written contract or lease with municipality	Yes

Town - City - Village Information for Inspection:

TCV CODE	TCV NAME
1104	Town of Freetown
1102	Town of Cortlandville
1107	Town of Lapeer
0808	Town of Lincklaen
1108	Town of Marathon
1116	City of Cortland
1111	Town of Solon

REMARKS:

REPRESENTATIVE PRESENT FOR INSPECTION: **Tiffany Lyon**
TITLE: **asst. shelter manager**

REVIEWED BY: **Inspector #: 14**
REVIEWED DATE: **09/15/2014**