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

SHELTER INSPECTION REPORT - AI-SIR

Rating: **Non-Compliant General - 30**

Purpose: **Inspection**

DATE/TOA: **5/5/26 1:30 pm**

License No.: Expiration Date:

CITY OF UTICA MUNICIPAL SHELTER
4138 ORISKANY STREET WEST
UTICA NY 13502

Inspector #: **64**
Inspector #: **852**

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

Agriculture & Markets Law - Article 26C - Regulation of Animal Shelters

A. General Facility Standards

1. Facility Article 26 C, §424.1	Satisfactory
2. Surfaces Article 26 C, §424.2	Satisfactory
3. Power/Water Article 26 C, §424.3	Satisfactory
4. Sinks Article 26 C, §424.4	Satisfactory
5. Temperature Article 26 C, §424.5, 6	Satisfactory
6. HVAC Maintenance Article 26 C, §424.7	Satisfactory
7. Ammonia Article 26 C, §424.8	Satisfactory
8. Isolation Article 26 C, §424.9; 425.8	Satisfactory
9. Sound Article 26 C, §424.10	Satisfactory
10. Lighting Article 26 C, §424.11	Satisfactory
11. Drainage and Waste Article 26 C, §424.2; 425.3, 16	Satisfactory
12. Pest Control Article 26 C, §424.12	Satisfactory
13. Drop Box Article 26 C, §424.13	Satisfactory

B. Animal Housing

1. Primary Enclosure Article 26 C, §425.1, 3, 10, 12; 424.2	Satisfactory
2. Group Housing Article 26 C, §425.5, 6, 7, 8, 9, 11, 13, 14	Not Applicable
3. Whelping Box Article 26 C, §425.8 (b)	Not Applicable
4. Outdoor Housing Article 26 C, §425.2, 15, 16	Not Applicable
5. Identification Article 26 C, §431.2 (d), (v)	Satisfactory

C. Sanitation

1. Sanitation Article 26 C, §426.1, 2, 3, 4, 5, 6, 7, 8, 10, 11; 428.1 (e)	Satisfactory
2. Outdoor Enclosures Article 26 C, §426.9	Satisfactory

D. Shelter Management and Animal Husbandry

1. Number Housed Article 26 C, §425.12; 427.2,3	Satisfactory
2. Observation Article 26 C, §428.1; 427.4	Satisfactory
3. Food and Water Article 26 C, §428.1	Satisfactory
4. Restraint Article 26 C, §428.2 (a), (b), (c)	Satisfactory

E. Behavior

1. Routine Care and Handling Article 26 C, §430.1, 2, 3	Satisfactory
2. Exercise and Enrichment Article 26 C, §430.4 (a), (b), (c), 5	Satisfactory
3. Behavior Evaluations Article 26 C, §430.6, 7 (a), (b)	General Deficiency

Behavior information for animals not documented.
1. Each animal shelter shall take measures, by way of written questionnaire, personal interview or other means deemed necessary by the commissioner, to collect a behavioral history for each animal in its custody or possession at the time of intake.

7. Animal shelters may perform a systematic behavioral evaluation on animals prior to rehoming or other placement. In the event such evaluations are performed, the following requirements shall apply: (a) staff performing such evaluations shall receive, in advance, adequate training in the performance and interpretation of the behavioral evaluation or evaluations; and (b) documentation of the results of every behavior evaluation performed shall be added to the animal's record created pursuant to section four hundred twenty-three of this article.

F. Transportation

1. Vehicle Article 26 C, §431.1 a-f	Not Applicable
2. Vaccinations Article 26 C, §431.2 (d), (i-vi1)	Not Applicable
3. Health Certificates Article 26 C, §431.2 (d), (iv) 3	Not Applicable
4. Visual Identification Article 26 C, §431.2 (d), (v)	Not Applicable
5. Destination Shelter Contact Article 26 C, §431.2	Not Applicable
6. Animal <1 year not from USDA Breeder Article 26 C, §431.5	Satisfactory
7. Mandatory Holding Period Article 26, §384.1; 384.2	Not Applicable

G. Record Keeping and Protocols

1. License Status Article 26 C, §421.1 Satisfactory

2. License Displayed Article 26 C, §421.4 Not Applicable

3. Required Training Article 26 C, §422 General Deficiency

Training not completed and or documented within 60 days of the educational visit.
1. Each animal shelter licensed pursuant to this article shall provide training to all staff members and volunteers having direct animal care responsibilities. Such training shall be provided within the first sixty days of employment and at least annually thereafter and shall be in addition to any and all training otherwise required by federal, state, or local law or regulation.

2. Acceptable training modalities shall include, but not be limited to, online webinars, on-site lectures or seminars, off-site conferences for animal shelter staff, or other formal training modalities as authorized by the commissioner.

3. Training topics shall include, but not be limited to, the following: (a) humane handling techniques; (b) infectious diseases commonly found in animal shelters; (c) zoonotic diseases; (d) animal cruelty; (e) sanitation procedures; (f) body language and normal behaviors for all species regularly handled; and (g) required documentation and data entry.

4. Unique Animal Identifiers Recorded Article 26 C, §423.1,2 Satisfactory

5. Record Requirement Article 26 C, §423 Satisfactory

6. Record Retention Article 26 C, §423.3 Satisfactory

7. Bite History Notification Article 26 C, §423.4 General Deficiency

Bite history not disclosed.
4. Previous bite history shall be fully disclosed in writing to an adopter, transfer partner, or reclaiming owner and provided in any reports regarding the animal, as applicable.

8. Animal Intake Article 26 C, §423.1,2 Satisfactory

9. In House Protocols Article 26 C, §423.8 General Deficiency

No written protocols …
8. Each animal shelter shall develop and maintain written protocols sufficiently detailed to achieve and maintain the standards prescribed in this section. These shall include, but not be limited to, the following: (a) animal handling; (b) behavioral assessment; (c) enrichment and stress reduction; (d) management of bite/scratch cases; and (e) sanitation.

10. Protocols established by each animal shelter pursuant to this section shall be reviewed annually and updated as necessary by designated administrative and managerial staff. Such protocols shall be made readily accessible to appropriate staff and volunteers.

10. Veterinary Protocols Article 26 C, §423.2 (g),9; 429 General Deficiency

No written protocol for… and Written protocols not approved by a licensed veterinarian.
9. Each animal shelter shall also develop and maintain the following written protocols, approved by a duly licensed veterinarian and sufficiently detailed to achieve and maintain the standards prescribed in this article: (a) nutrition and feeding; (b) physical examination; (c) emergency veterinary care; (d) pain management; I vaccinations; (f) parasite control; (g) anesthesia and surgery, if performed on-site by the organization; (h) humane euthanasia; and (i) outbreak management/control of infectious diseases.

10. Protocols established by each animal shelter pursuant to this section shall be reviewed annually and updated as necessary by designated administrative and managerial staff. Such protocols shall be made readily accessible to appropriate staff and volunteers.

11. Pest Control Plan Article 26 C, §424.12 General Deficiency

No written pest control plan.
12. Each animal shelter shall establish and maintain a written plan for pest and vermin control including the following: (a) Method of controlling rodent infestation that is effective and safe for both humans, and animals housed in the facility; (b) A record or copies of service reports from outside service providers related to pest and vermin control that documents dates, methods, locations, and outcomes, if applicable

12. Staff Authority/ Roles and Responsibilities Article 26 C, §427.1 General Deficiency

Documentation for staff authority, reporting, and/or responsibilities unavailable.
1. Each animal shelter shall have a clear, written, management structure that defines staff authority, reporting structure and responsibilities, and is readily accessible to all staff and volunteers

H. Veterinary Care and Records

1. Veterinary and Emergency Care Article 26 C, §429.1-6	Satisfactory
2. Examinations Article 26 C, §429.3, 7, 11, 13	Satisfactory
3. Drug Logs Article 26 C, §429.2	Satisfactory
4. Vaccinations Article 26 C, §429.8, 9	Satisfactory
5. Deworming Article 26 C, §429.10	Satisfactory
6. Weights Article 26 C, §429.12	Satisfactory
7. Grooming Article 26 C, §429.14	Satisfactory
8. Spay/Neuter Article 26 C, §429.15 (a), (b. i, ii, iii, iv, v, vi), (c)	Not Applicable
9. Dog Licensing Article 7,§ 109	Not Applicable

I. Foster Care

1. Foster Care Providers Article 26 C, §423.6	Not Applicable
2. Provider Requirements Article 26 C, §432.1	Not Applicable
3. Records Article 26 C, §432.2	Not Applicable
4. Infectious Disease Protocol Article 26 C, §432.3; 422.9	Not Applicable

Additional Information for Inspection:

REMARKS:

REPRESENTATIVE PRESENT FOR INSPECTION: **Samuel Geddes**
TITLE: **Sergeant**

REVIEWED BY: **Inspector #: 852**
REVIEWED DATE: **05/21/2026**