

SHELTER INSPECTION REPORT - AI-SIRRating: **Non-Compliant General - 30**Purpose: **Inspection**DATE/TOA: **6/25/26 3:00 pm**

License No.:

Expiration Date:

**CORTLAND COUNTY SPCA
879 MCLEAN ROAD
CORTLAND NY 13045**Inspector #: **070**Inspector #: **58**

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 | General Deficiency |
| <i>No written emergency plan for power or water outage</i> | |
| <i>Article 26 C, §424.3</i> | |
| <i>Electrical power and running water shall be maintained to all parts of the facility that house animals, with written emergency plans for back-up sources or relocation of the animals to a safe environment in the event of outages lasting more than four hours.</i> | |
| 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 | General Deficiency |
| <i>No documentation of HVAC maintenance.</i> | |
| <i>Article 26 C, §424.7</i> | |
| <i>Each animal shelter shall document regular maintenance of air handling systems according to the manufacturer's recommendations.</i> | |
| 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 | General Deficiency |
| <i>No record of completed sound log</i> | |
| <i>Article 26C, §424.10</i> | |
| <i>Each animal shelter must use a decibel-meter at a minimum of once weekly to measure the level of sound in the kennels during cleaning and resting times.</i> | |
| <i>A record of measurements logging the date, times, measurement, location, feeding and resting times must be maintained by the shelter.</i> | |
| 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 | General Deficiency |
| <i>Food/treats not stored in rodent proof containers.</i> | |
| <i>Article 26 C, §424.12</i> | |
| <i>(c) Food stored in rodent proof containers to prevent spoilage, contamination, and infestation once opened, if packaging has been damaged, or as otherwise required by such plan.</i> | |
| 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) | General Deficiency |

Animal identification unavailable

Article 26 C, §425.9

Each enclosure shall clearly indicate the identities of all animals contained within, specifying each animal's unique identifier as required under section four hundred twenty-three of this article. Each animal shall also be individually identified.

C. Sanitation

- | | |
|---|--------------------|
| 1. Sanitation Article 26 C, §426.1, 2, 3, 4, 5, 6, 7, 8, 10, 11; 428.1 (e) | General Deficiency |
|---|--------------------|

Daily Cleaning and once weekly disinfection log unavailable.

Article 26 C, §426.6

Daily cleaning and at least once weekly disinfecting of enclosures that house the same animal or animals during a long-term stay.

- | | |
|---|--------------|
| 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 | General Deficiency |

Daily exploration for cats and/or dogs not documented. Additional enrichment not documented

Article 26 C, §430.4 (a), (b), (c), 5

At least twenty minutes of positive social interactions, in addition to time spent providing feeding, cleaning, basic husbandry or care with people shall be provided by each animal shelter on a daily basis for any animal in such shelter's custody or possession except those so poorly socialized to humans that such contact would be unpleasant, stressful or pose a safety risk to other animals or humans. 4. Each animal shelter shall provide each animal in its custody or possession opportunity for exercise and exploration in the following manner: (a) all cats housed in a cage, kennel, or room that provides less than eighteen square feet of floor space per cat for fourteen days or longer shall be permitted at least fifteen minutes per day at least five days per week outside of their primary enclosure to exercise and explore; (b) all dogs residing in the shelter for fourteen days or longer shall be permitted time outside of their primary enclosure to exercise and explore for at least twenty minutes per day five days per week; or (c) in the event such activities are not possible due to any animal's health, behavior, order of the commissioner or legal restriction, the condition and reason shall be documented in such animal's medical record.

- | | |
|---|--------------|
| 3. Behavior Evaluations Article 26 C, §430.6, 7 (a), (b) | Satisfactory |
|---|--------------|

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

Training not documented for employees and volunteers having direct animal care responsibilities.

Article 26 C, §422

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. Required training shall include information on: • Humane animal handling • Infectious diseases commonly found in animal shelters • Zoonotic diseases • Animal cruelty • Sanitation procedures • Body language/normal behaviors for all species regularly handled • 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 | Satisfactory |
| 8. Animal Intake Article 26 C, §423.1,2 | Satisfactory |
| 9. In House Protocols Article 26 C, §423.8 | General Deficiency |

No written protocols for animal handling, behavioral assessment, enrichment and stress reduction, management of bite/scratch cases, and sanitation.

Article 26 C, §423

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

No written protocols for nutrition and feeding, physical examination, emergency veterinary care, pain management, vaccinations, parasite control, anesthesia and surgery, if performed on-site by the organization, humane euthanasia, and outbreak management/control of infectious diseases.

Article 26 C, §423

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; (e) 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

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

No written pest control plan.

Article 26 C, §424.12

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,

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

Documentation unavailable for job descriptions/ responsibilities/ protocols. Documentation of responsibilities/protocols not accessible by staff.

Article 26 C, §427.1,2 • Clearly written protocols that define staff authority, reporting, structure and responsibilities, and is readily accessible by the staff and volunteers. • Authority and responsibility given to those with appropriate knowledge and training.

H. Veterinary Care and Records**1. Veterinary and Emergency Care Article 26 C, §429.1-6**

General Deficiency

Written medical protocol not available, not approved by duly licensed veterinarian. Written emergency protocol not available.

Article 26 C, §429.1 & 429.5

Prescription medications and treatments shall be administered by each animal shelter under the advisement of or in accordance with written protocols provided by a duly licensed veterinarian.

Pursuant to the written protocol for emergency veterinary care required by section four hundred twenty-three of this article, each animal shelter shall provide appropriate and timely veterinary care for any animal that is in distress, experiencing pain, or showing signs of significant illness or injury.

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)

Satisfactory

9. Dog Licensing Article 7, § 109

Not Applicable

I. Foster Care**1. Foster Care Providers Article 26 C, §423.6**

Satisfactory

2. Provider Requirements Article 26 C, §432.1

Satisfactory

3. Records Article 26 C, §432.2

Satisfactory

4. Infectious Disease Protocol Article 26 C, §432.3; 422.9

General Deficiency

No written infectious disease protocol.

Article 26 C, §432.3;

Any animal harbored by a foster care provider pursuant to this section that is affected by an infectious or contagious disease shall be handled in a manner that prevents the spread of such disease in accordance with subdivision nine of section four hundred twenty-four of this article. It shall be the responsibility of the animal shelter with which such foster care provider has established an agreement pursuant to subdivision one of this section to ensure compliance with this subdivision

Additional Information for Inspection:

REMARKS:

N/A = Requirement not applicable to organizational operations or conditions observed.

REPRESENTATIVE PRESENT FOR INSPECTION:
TITLE: **Executive Director**

Stacy Mitchell

REVIEWED BY: **Inspector #: 852**
REVIEWED DATE: **06/30/2026**