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To: [Vanhook, Kevin](#); [Hayden, Stephanie](#)
Cc: [Ferrari, Jesse](#)
Subject: Policies and procedures for Dog team
Date: Thursday, February 16, 2023 4:57:42 PM
Attachments: [image001.png](#)

Good afternoon,

First I would like thank you for the hard work you guys put in every day you are here. I definitely have seen some positive effect come from working with you two. You two have been critical to the success with many animals, so thank you.

In trying to understand more about what you do and working on our Standard operating procedures, could you pull together some information about your practices and what makes you successful? Some specifics that come to mind would fall into a couple different areas like:

1. Behavior metrics. How do we show and grade progress?
 - a. Could we develop a flow chart of behaviors for dogs? (I'm partly a visual person and I think it would be cool to put it on the wall and show progress for the team.)
 - b. The time frames you expect the dog to make the next step and process for not making the next step?
 - i. If we have the expectation that in 2 weeks we will see one specific behavior accomplished and we don't but not for lack of trying. How do you change course or refocus on that task?
 - c. We have a documented tracker during dog team but do you use any additional documentation for specific behaviors, specifics of what you are working on so another staff member (to include myself) on specific behaviors you are working on and how long.
 - i. I don't see anything particularly specific in shelter buddy but the expectation is that the ASR's were oversharing at on point and that information they were sharing was out of date. Is there a day to day tracker or interaction to interaction tracker that you use or maintain?
 - ii. i.e. Kevin and I have specifically talked about Hugo and Oatly in C pod. I have been making an effort to present new faces and work on basic commands with a food reward. With Oatly, He does occasionally calm down and will listen to commands. If we are making progress, how do I help re-enforce what is the decided next step if you are not in the building and/or not taking up your time with meetings about next steps.
2. Your expectations for dogs that go to C pod v. the floor.
 - a. A question that was asked to me was could we move Mystery to AG and open that spot for a dog that you said would be ready for C pod. I was hoping to get your thoughts and feelings behind that.
3. Unsafe to place
 - a. My understanding of the flow for behavior dogs (and if this dog would be safe for the public) would go to you two and you would make recommendations based off your previous experience of other animals and current experience with that animal. How do you make that determination?

- i. To reframe or be more specific: If you had a super aggressive dog right now, how you vocalize and document whether this dog can be reformed/rehomed, or had a hard life and the best decision for us (you, staff, vet and director) is for the dog to be Euthanized?
- ii. Do you have specific behaviors documented from previous cases so I could review?

Let me know your thoughts on this and would be happy to give additional examples of what I am looking for.

Thank you

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