

Justification for Additional Part-Time Kennel Technician

Current workload analysis demonstrates that even with the addition of one more part-time Kennel Technician—bringing the team to **2 part-time** and **3 full-time** staff—Animal Services will still fall short of recommended staffing coverage.

Animal Services continues to operate below recommended staffing levels based on daily care requirements, facility sanitation needs, enrichment standards, administrative tasks, patrol coverage, and community engagement expectations. Current workload calculations show the division requires **9,192 hours annually** to meet these operational demands, including allowances for sick time, holidays, personal days, and vacation

Even with the proposed addition of one part-time Kennel Technician the total available annual hours rise only to **8,736**, resulting in a **456-hour shortfall** compared to recommended coverage levels

This ongoing deficit directly impacts the team's ability to consistently meet established standards for daily care, animal enrichment, and facility cleanliness.

Beyond addressing workload gaps, the addition of this part-time position will also allow Animal Services to **expand open-to-the-public hours to include four hours every Saturday**. This expansion will directly support higher adoption rates, increased owner reclaims, and improved community goodwill. Weekend availability is a significant service enhancement for residents who are unable to visit during the traditional workweek and will contribute to improved outcomes for animals in care.

While the additional part-time role will provide crucial relief and help move the division closer to recommended staffing levels, it will not fully close the gap. Nevertheless, it represents a meaningful and necessary step toward meeting community expectations, supporting staff well-being, and improving overall animal welfare.