



City of Racine Police Department
Policy and Procedure

Number: 1909

Subject: Animals Running At Large		
Date Issued: 05-08-84	Effective Date: 06-06-14	Revision Number: 5

POLICY

The Racine Police Department has a procedure in place to ensure that the members of the community are protected from animals at large through the combination of quick response and appropriate return of animals to their rightful owners. This is accomplished by ensuring that the Department works hand in hand with the Wisconsin Humane Society and the Racine Health Department in its efforts.

There are times when animals normally considered “wildlife” are located within the City limits and need to be recovered by us, or redirected to their natural habitat. This procedure mainly deals with the animals typically seen in a community as densely populated as ours.

DEFINITIONS

Eligible Animals – are dogs, cats, pot-bellied pigs and ferrets. The recovery and care of these categories is within the scope of the city’s contract with Wisconsin Humane Society.

Ineligible Animals – are those animals that are typically considered wildlife including but not limited to rabbits, squirrels, skunks, geese, or deer. These animals are not covered within the scope of the city’s contract with Wisconsin Humane Society.

1. For assistance with nuisance/injured deer, request Communications to contact the Wisconsin Department of Natural Resources (DNR).
2. For assistance with skunks, geese or “birds of prey” on private property, the property owner must call a private pest control business at their expense.
3. For assistance on city property with skunks, geese or “birds of prey”, in emergency situations contact a local pest control business.

PROCEDURE

When a call for service is received from a citizen who is holding an eligible animal that had been running at large, or who is reporting an eligible animal presently at large, the following steps will be taken:

MEMBER/CSO

1. When you are dispatched to a stray animal call for service, attempt to locate the animal; and upon locating it, determine if someone in the immediate area knows the owner. Request Communications to check the animal for proper license and vaccination records; cite appropriately.
 - a. If there is imminent danger of injury to either the public or the animal – a call for service will be initiated and an officer/CSO dispatched.
 - b. If an owner is not readily available and the animal is contained between the hours of 10:00AM and 3:30PM weekdays or 10:00AM and 1:30PM weekends

- request Communications to contact Wisconsin Humane Society Animal Control Officer for pick up availability.
- c. Anytime a citizen calls and says that they are holding an eligible animal – Communications will contact Wisconsin Humane Society Animal Control during their normal duty hours for service.
 - d. If the caller expects any other kind of service or action by the police department with regards to the animal, then the call must be transferred to the Shift Commander for his or her handling of the situation.
 - e. Monitor the animal's location until the arrival of Wisconsin Humane Society personnel and provide them whatever assistance they need.
 - f. If it is outside of the hours mentioned above or Wisconsin Humane Society personnel are not available:
 - 1) Make whatever effort is necessary to retrieve the animal.
 - 2) Ensure that the animal is transported to the Wisconsin Humane Society using a CSO vehicle.
 - 3) Place the eligible animal in an appropriate sized cage within the Wisconsin Humane Society.
 - 4) Provide enough water appropriate for the animal's projected length of stay.
 - 5) Complete the Wisconsin Humane Society Stray Intake Form placing the incident complaint number in the designated space.
 - 6) Place the Stray Intake Form on the clipboard attached to the appropriate cage.
 2. In the event the owner retrieves the animal from the Wisconsin Humane Society a CSO shall check the animal for proper license and vaccination records. Cite appropriately.
 3. Complete a Phoenix Incident Report if any unusual circumstances exist.
 4. Advise Communications of the results and all actions taken in the incident.

SUPERVISOR

1. Review completed Phoenix reports for accuracy and completeness.
2. Approve or reject completed PHOENIX reports.

NOTE:

When caller contacts communications regarding an eligible animal the following steps will be taken:

1. **During the hours between 10 AM-3:30 PM M-F, and 10 AM-1:30 PM Sat.-Sun. –** if there is no direct threat to life and danger of injury is not imminent (i.e. a vicious or rabid animal), communications will advise the complainant to hold onto contained animal until WHS Animal Control Officer can pick up. If after hours, pick up will be the following business day. Communications will call WHS ACO cell phone and add time call was made in Phoenix Comments.

IMPORTANT PHONE NUMBERS:

Wisconsin Humane Society:	262-554-6699
WHS Animal Control Officer Cell – PD USE ONLY- “Contained Animals”	262-327-6206
Racine Veterinary Hospital	262-554-8666
DNR – 24 hour tip line: emergency contact phone # for Game Wardens:	1-800-tip-wdnr (1-800-847-9367).

**RELATED
PROCEDURES**

[1907 – Animal Control](#)

[1908 – Animal Bites](#)

[1910 – Animal - Deceased / on Public Property](#)

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