

Hartsville/Trousdale County Government

Animal Control Board

October 11, 2018 | 2:00 PM

Board Members:

Mayor Stephen Chambers

Debbie Jenkins

Lisa Steva

~~Shane Burton~~

~~Sheriff Ray Russell~~

Amy Thomas

Karen Grisham

~~Cliff Sallee~~

Teresa Turner

I. Call to order – 2:10pm by Amy Thomas

II. Election of Officers

a) Chairman

Nominations were opened to the board. Stephen Chambers was nominated by Lisa Steva. A motion to cease nominations and elect by acclamation was made by Lisa Steva with the motion seconded by Debbie Jenkins. MOTION PASSED.

b) Vice Chairman

Cliff Sallee was nominated by Debbie Jenkins. A motion to cease nominations and elect by acclamation was made by Debbie Jenkins with the motion seconded by Lisa Steva. MOTION PASSED

c) Secretary

Amy Thomas was nominated by Teresa Turner. A motion to cease nominations and elect by acclamation was made by Teresa Turner with the motion seconded by Debbie Jenkins. MOTION PASSED.

III. Financial Review – Amy Thomas

The statement of expense and account analysis was reviewed by the board. Amy Thomas will include the revenues on next month's report. Discussion was had over unused line items that could help fund other lines and projects.

IV. Open issues

a) Update on Shelter

Karen Grisham and Lisa Steva gave a combined update on the shelter. Currently one dog is in foster care and NO dogs are in residence at the shelter. Since July 2018, the shelter has been able to place 17 dogs. Lisa Steva will provide a Shelter Report at a later date. The FaceBook page is a great source for the community and has helped numerous dogs reunite with owners or find new owners. Amy Thomas asked if there were any issues from previous management and the response was that there was none. Amy Thomas stated that there have been no complaints come through the Mayor's office since July 2018 which speaks highly of the Shelter Director and her team. Karen Grisham reiterated that the stance of the shelter was to keep the dogs in a foster care system and not to be placed in the shelter.

b) Wish List update

Lisa Steva provided the Board with a wish list for the shelter. The current needs were inexpensive items that could easily be donated if the county was unable to provide. Projects listed were numerous. The main concern was provisions for vicious or aggressive animals that are brought into the shelter. There are currently no strong kennels to hold animals that may attack other intakes at the shelter. Mayor Chambers and Amy Thomas requested a prioritized listing of projects and needs with estimates on each.

Amy Thomas made the motion to approve the request of \$1,500 to build or construct a secure area for vicious or aggressive dogs. Debbie Jenkins seconded the motion. MOTION PASSED.

c) Volunteer Program

Lisa Steva stated that more volunteers were needed at the shelter to create a working schedule. When asked what the volunteers did, the list included: walking dogs, repairs at the shelter, training dogs, fostering dogs, transporting to spay/neuter appointments and rescues. Future demands may include outside clean up, inside maintenance. Eventually the shelter could open up to invite civic groups in to assist with projects, but that need is not organized at the present time.

V. New business

a) Ordinance, Policy Clarification

Shelter workers were clear on the recently adopted ordinance and the policies it contained. The main concern was clarifying to the Sheriff's Department their responsibility to the community. The Sheriff must deal with the calls about vicious or aggressive animals. Picking these animals up is not something the shelter is able to do at the present time. Karen Grisham stated there are state laws about aggressive animals, but the Sheriff needs to be the one to enforce. She also suggested to have 2 officers trained in animal law and procedures to further assist the community and the shelter. It was reiterated that the Sheriff's Department needs to know where the responsibility falls and what the procedures are when it comes to aggressive and vicious animals.

1. Shelter Responsibility
2. Sheriff Responsibility
3. Intake Policy

b) Veterinarian Services

The shelter staff is working with a veterinarian in Smith County that is offering a discounted rate for all services. The Board also suggested reaching out to Macon and Trosdale veterinarians in the future to build a relationship with them.

c) Employment

1. Shelter Director – move to monthly stipend

Amy Thomas has requested the possibility of moving the staff pay to a salary position with the inclusion of insurance. It is understood that this position is not a regular business hour job and more leniency needs to be considered for tracking every minute the staff works. Debbie Jenkins suggested talking with our CTAS representative on how to set this up. We have done this for other positions in the county, but it has been a while and new laws are in place.

2. Assistant, work schedule

Interviews for an assistant have taken place. Lisa Steva and Eli Linville were the top contenders. We were unable to reach the other applicants, or the applicants had made other arrangements for employment. It was determined that Lisa Steva was best choice for the position. In the acceptance of the position, Lisa would need to consider stepping down as a voting member of the Board but continue to be a supporting member. Mayor Chambers then offered the position to Ms. Steva and she accepted the position before resigning from the Animal Control Board. Her resignation opens a vacancy on the Board.

Recommendations for appointment were requested. The Mayor took the recommendations to mind and will contact those to see if they are interested in the position.

VI. Miscellaneous

- *Trick or Trunk is being held October 31 at the Senior Center. It was asked if the Animal Shelter would set up a station. None of the Board members were available that night and must decline the invitation.*
- *Future meetings will be scheduled in the evening to help accommodate the members who are unable to attend during business hours.*

VII. Adjournment

Motion to adjourn by Debbie Jenkins, with a second by Teresa Turner. Meeting adjourned at 4:07pm