

## JENNINGS COUNTY ANIMAL CONTROL BOARD

### REGULAR MEETING MINUTES

#### JENNINGS COUNTY PUBLIC LIBRARY

*April 16th, 2024 @ 9:00am*

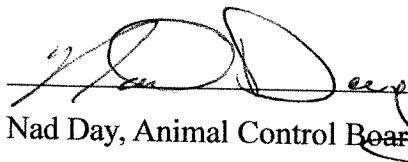
The meeting was called to order at 9:00am.

Board Members in attendance: Nad Day, Trent Wisner, Mark Smith, Dave Woodall, and Tara Thormin.

Introduction: Meeting was opened by Day. Minutes were signed from March 26th, 2024.

Matern will send Thormin forms from past use when volunteers were permitted in facility. Thormin will research other counties on their volunteer programs, Wisner to help. Matern stated her comp time was at zero. Day stated all applications must be sent to the Jennings County HR prior to hiring and the discussion of a “hiring committee” was to be agreed upon as Matern, Thormin, and Nicci Lucas. Matern to share ACO2 hiring link to county website on Facebook. Matern stated all written yellow legal logs will be transferred to the computer which is ultimately called the “run logs”. Matern to follow up with run logs at next meeting. Matern is comparing two programs (one being “Shelter Manager”) used to collect logs, stated some numbers are off with one vs the other. Matern discussed utility bills. Matern moved forward with purchasing uniforms and approved by board. Woodall asked about any training and education, Matern stated firearm training was to be done with sheriff’s office. Matern also stated Justin Fox does maintenance. Woodall stated Matern has option to go to county for any maintenance needed on vehicle such as an oil change. Matern bought items needed such as cat knits, catch poles, etc. Trent made the motion to approve, Day seconded, motion carried 5-0. Discussion of inmates to help at facility was had. Woodall suggested Matern create a list of items needed. Matern stated a holding/quarantine room for sickly animals and aggressive animals was a need. Discussion of a garage and additional building was had. Thormin suggested a “holding room”, Matern stated such room could not be legally open to public. Wisner suggested all adoption fees to go into non-reverting fund to use towards bigger projects. Woodall stated there is a goal to up part-time pay. Wisner stated community foundation can set up pass through funds and do matching days. Woodall to forward alarm system quote to board. Matern stated she does not need a printer currently. Matern stated property was surveyed, and that Ryan Curry will create new lease. Day stated Dr. Bass may be interested in a free rabies vaccine day. All SOPs and job descriptions were updated and signed.

Woodall made the motion to adjourn, Wisner seconded. Motion carried 5-0.



Nad Day  
Nad Day, Animal Control Board President



Trent Wisner  
Trent Wisner, Animal Control Board Vice President



Tara Thormin  
Tara Thormin, Animal Control Board Secretary



Dave Woodall  
Dave Woodall, Animal Control Board Member



Mark Smith  
Mark Smith, Animal Control Board Member