

## **Human Resources and Planning Committee**

**December 12, 2019**

The Human Resources and Planning Committee met on Thursday, December 12, 2019, at 7:00 p.m. The meeting was held at the McDonough County Courthouse, 3<sup>rd</sup> floor Law Library. Committee Members in attendance included Chair Letha Clark, Vice Chair Mike Cox, Larry Aurelio, Michael Kirby, Terra Litchfield, Deckle McLean and Dave Nissen. Others in attendance included Bonnie Skripps, Gayle Carper, Karen Blakely, Eric Blakely, Kirsta Lyles, County Board Chair George Dixon and County Board Administrative Assistant Danette Phelps.

Chair Letha Clark called the meeting to order at 7:00 p.m.

### **Review & Approval of November 14, 2019 Minutes**

Member McLean moved, with a second by Member Litchfield, to approve the November 14, 2019 minutes. Motion carried on a voice vote.

### **Animal Control Report**

Animal Control Officer, Kirsta Lyles, reported. 12 dogs were picked up. 16 were released to the Shelter. 12 were reclaimed, 12 were adopted and one sent to rescue.

Chair Clark announced that the alarm system is no longer needed. It is only required for boarding kennels at this time. Bonnie Skripps gave the Humane Society report. The annual meeting will be January 14, 2020. They will have a showcase of what they have accomplished in 2019 at the March meeting instead of the annual meeting in January.

Dr. Karen Blakely reported that all cats are now required to be vaccinated for rabies, per state law. It is uncertain if they are required to be registered. Dr. Blakely will report at the January meeting.

Discussion was had regarding the "lean to" over the outdoor kennels and the need for a more permanent structure. Member Mike Cox made a motion, seconded by Member Aurelio, to approve the construction of a permanent structure over the outdoor kennels. The Shelter has the funds in maintenance/upkeep to pay for the materials. Money raised for pictures with Santa should cover the cost of labor.

### **Policies & Procedures**

Chair Clark distributed the revised policies and procedures. A few changes were suggested. The committee will review and give further feedback at the January meeting.

### **GIS Update**

Michael Kirby spoke with Chad Sperry. He was not available, but Kirby will ask regarding the possibility of presenting next month.

### **Claims**

Member Litchfield moved, seconded by Member Aurelio, to approve claims as submitted. Motion carried on voice vote.

### **Other**

Board Chair Dixon reminded the committee of the Christmas Party on December 20, 2019.

### **Adjourn**

Member Cox moved, with a second by Member Aurelio, that the meeting adjourn. Motion carried on a voice vote. With no further business to discuss the meeting adjourned at 7:42 p.m.