

SUMNER COUNTY COMMISSION

355 N. Belvedere Drive – Room 111
Gallatin, Tennessee 37066-5410

The following minutes are included in this packet:

Commissioners

Terry Moss – 1st

Terry Wright – 2nd

Mark Harrison – 3rd

Dillon Lamberth – 4th

Darrell Rogers – 5th

David Klein – 6th

Danny Sullivan – 7th

Baker Ring – 8th

Dr. Mary Genung – 9th

Benjamin Harris – 10th

Kevin Pomeroy – 11th

Deborah Holmes – 12th

Terri Boyt – 13th

Dr. Jamie Teachenor – 14th

J. Wes Wynne – 15th

Jeremy Mansfield – 16th

Robert Brown III – 17th

Don Schmit – 18th

Shannon Burgdorf – 19th

Merrol Hyde – 20th

Jerry Becker – 21st

Matthew Shoaf – 22nd

Tim Jones – 23rd

Chrissi Miller – 24th

Beer Board.....January 27

Committee on Committees.....January 13

Education Committee.....January 6

General Operations.....January 6

Health & Emergency Services.....January 6

Legislative Committee.....January 13

**MINUTES
JANUARY 27, 2025
BEER BOARD
CHAIRMAN, BAKER RING**

Present:

Don Schmit, Vice-Chairman

Chrissi Miller

Terry Moss

Absent:

Baker Ring, Chairman

Kevin Pomeroy

Also Present:

Eric Sitler, Law Director

Jennifer Mitchell, minute taker

The regular meeting of the Beer Board was brought to order by Vice-Chairman Schmit on Monday, January 27, 2025, at 6:30 p.m. in the Sumner County Administration Building in Gallatin. A quorum was present.

Agenda. Upon motion of Comm. Miller, seconded by Comm. Moss, the Board voted unanimously to approve the agenda.

Minutes of November 18, 2024. Upon motion of Comm. Miller, seconded by Comm. Moss, the Board approved unanimously the minutes for November 18, 2024.

Recognition of the Public. None

II. Old Business.

III. New Business.

A. Application for beer permit.

The purpose of the meeting was to discuss and vote on the beer application of the following:

Henri Yael Becerra Flores DBA GBF Plaza (Mexican Deli), located at 1088 Fairfield Road, Westmoreland, TN 37186. This permit is for on-premises consumption

Comm. Miller moved, seconded by Comm. Moss, to suspend the rules to allow the applicant to speak. The motion carried unanimously. After brief discussion, Vice-Chairman Schmit brought the meeting back in session.

Upon motion of Comm. Miller, seconded by Comm. Moss, the Board voted unanimously to approve the beer permit for Henri Yael Becerra Flores DBA GBF Plaza (Mexican Deli).

Adjournment. Vice-Chairman Schmit declared the meeting adjourned at 6:33 p.m. upon motion of Comm. Miller and seconded by Comm. Moss.

Prepared by Jennifer Mitchell

**COMMITTEE ON COMMITTEES
MINUTES
CHRISSI MILLER, CHAIRMAN
JANAURY 13, 2025**

Present:

Chrissi Miller, Chairman
Dr. Mary Genung, Vice-Chairman
Deborah Holmes
Dillon Lamberth
Vacant

Also Present:

John Isbell, County Mayor
Eric Sitler, Law Director
Merrol Hyde, Commission Chairman
Jennifer Mitchell, minute taker

Chairman Miller brought the regular scheduled meeting of Committee on Committees to order with an invocation by Comm. Genung on Monday, January 13, 2025, at 5:00 p.m. Chairman Miller declared a quorum to conduct business.

Agenda.

Upon motion of Comm. Lamberth, seconded by Comm. Holmes, the Committee voted unanimously to approve the agenda.

Approval of Minutes of October 21, 2024.

Upon motion of Comm. Holmes, seconded by Comm. Genung, the Committee voted unanimously to approve the minutes of October 21, 2024.

Public Recognition.

Neil Burgess of 1658 Kelvington Blvd, Gallatin introduced himself to the committee and expressed his interest in serving on the Airport Authority Board and asked for consideration.

Don Abbott of 1205 Douglas Bend Road, Gallatin asked for consideration of reappointment to the Airport Authority Board.

Angharad Irving-Jones Phillips of 182 Clifftop Drive, Hendersonville spoke to her qualifications to serve on the Ethics and Conduct Committee and asked for consideration.

Kimberly Overton of 104 Glen Oak Circle W, Hendersonville expressed her interest in serving on the Ethics and Conduct Committee.

Report of the Chairman.

No report

Report of the County Mayor.

No report

8. Old Business.

a. Appointments.

Sumner County Library Board of Trustees – 2-year term.

- Mike Ray to replace Beth Key
- Eric Stockton to replace Bruce Carter

Comm. Holmes moved, seconded by Comm. Genung, to group and approve.

Comm. Holmes spoke in favor of the appointment of Eric Stockton.

Comm. Genung spoke in favor of the appointment of Mike Ray.

The Committee voted (3-1-0) to group and approve Mike Ray and Eric Stockton.
Comm. Lamberth voted against the appointments.

Sumner County Solid Waste Board 6-year term.

- Larry Hinton, present member
- Bob Bristol, present member
- Elaine Gore, present member

No action taken.

Sumner County Airport Authority Regional 5-year term.

- Samuel Solorzano to replace Steve Shepard

Commission Chairman Hyde spoke in favor of reappointment of Steve Shepard.
Comm. Genung stated she reached out to Mr. Shepard but never heard back from him.

Comm. Holmes moved, seconded by Comm. Genung, to approve the appointment of Samuel Solorzano to the Airport Authority. The Committee voted (3-1-0) to approve the appointment of Samuel Solorzano to the Airport Authority to be forwarded to the full Commission. Comm. Lamberth voted against the appointment.

Civil Service Board 2-year term.

- William Moudy, present member
- Terry Mims, present member

Bill Johnson to continue to serve as the Sheriff's representative. No Commission confirmation needed.

Item to remain on old business

Ethics and Conduct Committee 1-year term.

- Robert Brown, present member
- Jeremy Mansfield, present member
- Mary Genung, Commissioner to replace Chrissi Miller
- Kimberly Overton, Citizen to replace Todd Alexander
- Angharad Irving-Jones Phillips to replace Gina Carpenter

Comm. Holmes moved, seconded by Comm. Lamberth to group and approve. The Committee voted (3-0-1) to group and approve the appointments to the Ethics and Conduct Committee. Comm. Genung abstained from the vote.

Tourism Board 3-year term.

- Tracy Cannon to replace Angela Govan

Comm. Lamberth moved, seconded by Comm. Holmes, to approve the appointment of Tracy Cannon to the Tourism Board and forward to the full Commission. The motion carried unanimously.

9. New Business.

Committee on Committees.

- David Klein to replace Merrol Hyde, Commission Chairman, resigned.

Comm. Genung moved, seconded by Comm. Holmes, to approve the appointment of David Klein to Committee on Committees. The motion carried unanimously.

Agricultural Extension Service 2-year term.

- Chad Wilson to replace Dwight Dixon
- Nicole Guyot, reappointment
- Ray Rainwater, reappointment

Comm. Holmes moved, seconded by Comm. Lamberth, to group and approve the appointments to the Agricultural Extension Service Committee. The motion carried unanimously.

Emergency Communications District Board 4-year term.

- Jimmy Anderson, reappointment
- Paul Harbsmeier, reappointment
- Archie McKinnis, reappointment

Comm. Lamberth moved, seconded by Comm. Holmes, to group and approve the appointments to the Emergency Communications District Board. The motion carried unanimously.

Health and Safety Standards Board 6-year term.

- Mindy Moore, present member
- Steve Graves, present member
- Jim Young, present member

No action taken

Industrial Development Board 6-year term.

- Jim Hodges, present member

Item to move to old business

10. Adjournment. Upon motion of Comm. Lamberth, seconded by Comm. Genung, the Committee adjourned at 5:23 p.m.

Prepared by Jennifer Mitchell

**MINUTES
EDUCATION COMMITTEE
CHAIRMAN, JERRY BECKER
JANUARY 6, 2025**

Present:

Jerry Becker, Chairman
Danny Sullivan, Vice-Chairman
Don Schmit
Terry Wright

Absent:

Shannon Burgdorf
Dillon Lamberth
Baker Ring

Also Present:

Scott Langford, Director of Schools
Jennifer Mitchell, minute taker

Chairman Becker brought the regular meeting of the Education Committee to order with an invocation by Comm. Sullivan on Monday, January 6, 2025, at 6:04 p.m. in the Sumner County Administration building in Gallatin. Chairman Becker noted he did announce the meeting location change in Room 112 before moving the meeting to the Commission Chambers.

3. Adoption of the Agenda.

Upon motion of Comm. Sullivan, seconded by Comm. Wright, the Committee voted unanimously to approve the agenda.

4. Approval of Minutes November 18, 2024.

Comm. Schmit moved, seconded by Comm. Wright, to approve the minutes from November 18, 2024. The Committee voted unanimously to approve November 18, 2024, minutes.

5. Recognition of the Public.

None

6. Report of the Chairman.

Chairman Becker noted there are four members present, and majority would be three votes.

7. Report of County Mayor.

Not present

8. Report of Director of Schools.

Director of Schools Scott Langford reported on the updates for the athletic facilities. Report and pictures attached.

9. Old Business.

10. New Business.

a. Sumner County Board of Education Amendments (for information only).

1. Budget Amendment 2
2. Budget Amendment 5
3. Budget Amendment 7
4. Budget Amendment 26
5. Budget Amendment 93
6. Budget Amendment 102
7. Budget Amendment 104
8. Budget Amendment 109
9. Budget Amendment 3 (142-951)
10. Budget Amendment 115

No action needed.

b. Sumner County Board of Education Budget Amendments (for approval).

1. Budget Amendment 2 (141-ISM)
2. Budget Amendment 2 (141-ISM Westmoreland HS Greenhouse)
3. Budget Amendment 3 (141)

Comm. Wright moved, seconded by Comm. Schmit, to group and approve items 10b1 through 10b3. The motion carried unanimously.

c. Canon Solutions Copier Lease for Pupil Services Department, Watt Hardison Elementary and Liberty Creek High.

Comm. Sullivan moved, seconded by Comm. Schmit, to approve. The motion carried unanimously.

Education Committee
January 6, 2025

11. Adjournment.

The Committee adjourned at 6:15 p.m. upon motion of Comm. Sullivan and seconded by Comm. Schmit.

Prepared by Jennifer Mitchell

**December/January Education Committee
Athletic Facilities Update**

BHS Stadium

Bulk grading on top of the hill is about 60% complete. The parking area behind the visitor side is about 85% graded. The drainage improvements and detention pond are about 90% complete. The new field lights have been installed. As soon as we get some dryer weather they will begin on footers for the concession/restroom building.

HHS Stadium

Crews will be starting on the footers for the visitor side structure toward the end of this week or the beginning of next week. They will be blasting on the home side once NES has set a new pole and removed existing power lines that are directly above the construction area.

PHS Stadium

Footers for the stadium structure are complete. The new field lights have been installed. The materials for the stadium is scheduled to be delivered on Monday, and erection of the stadium will begin next week.

GHS Track/SCHS Field and Track

The bid will go out tomorrow to be voted on in the February board meeting.

MHMS Tennis Courts

The bid will go out tomorrow to be voted on in the February board meeting.

December/January Board of Education Budget Amendments

Budget Amendment 2 141-ISM

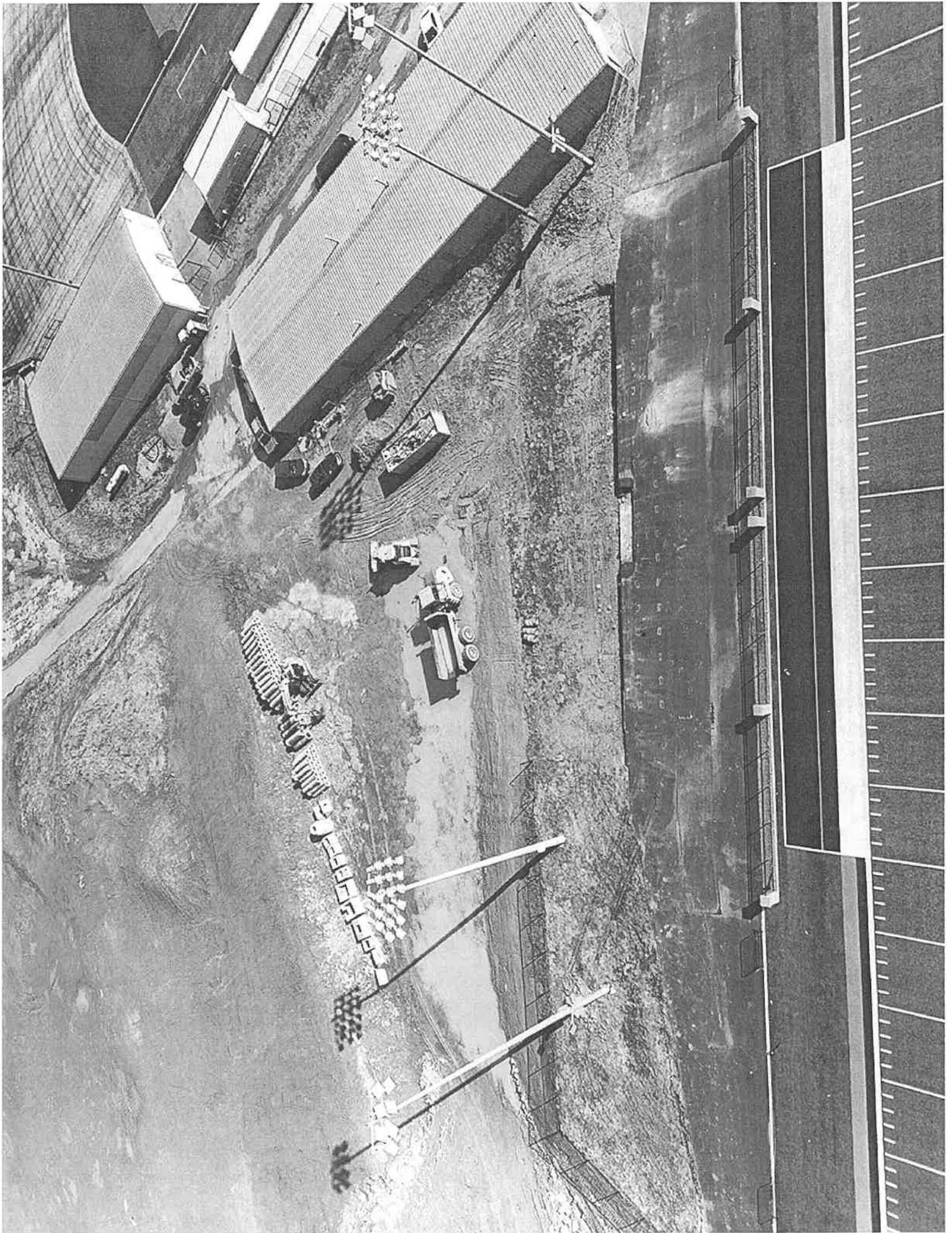
These changes are regarding the Innovative School Model Grant. TDOE changed the guidance regarding which budget line to use for career coaches. To align with these recommendations, we must use 72130 instead of 71300. This change impacts funds in the salary and benefits line for career coaches.

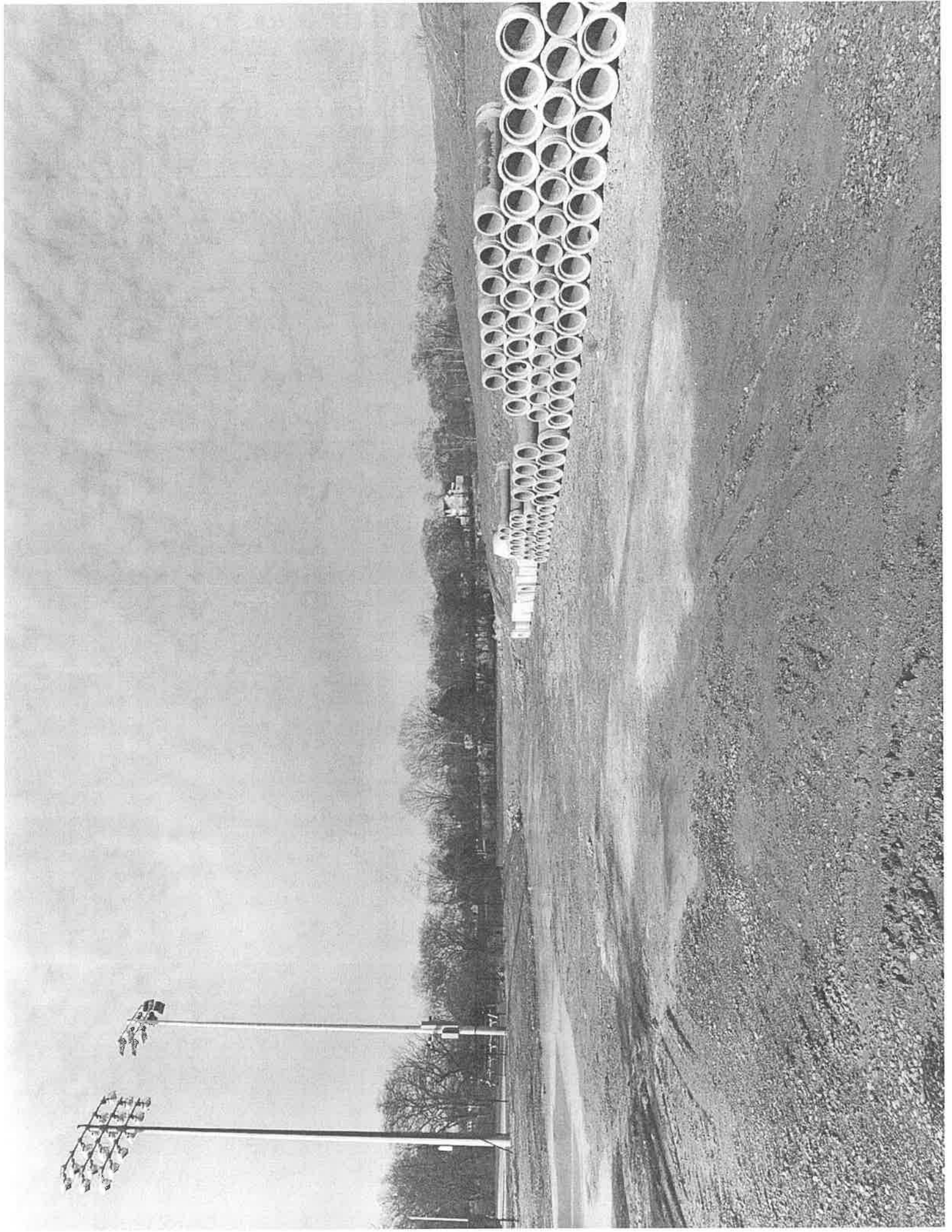
Budget Amendment 2 141-ISM (Westmoreland HS Greenhouse)

The other portion refers to a greenhouse project at Westmoreland HS. The bid returned \$30,000 higher than estimated. This amendment moves funds to cover that amount.

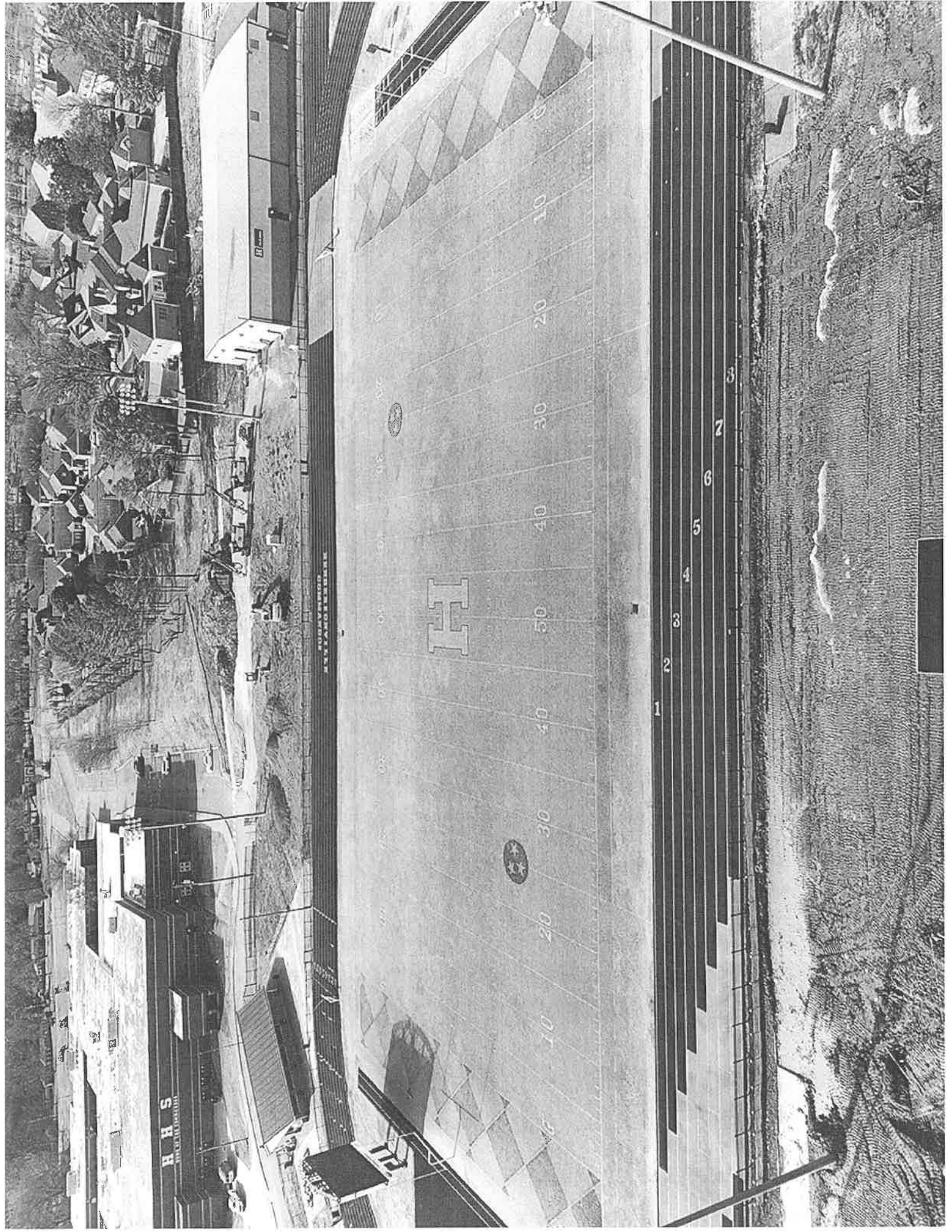
Budget Amendment 3 (141)

This amendment moves money allocated for capital funds in 76100 to 72620. The transfer covers the expenses related to bleacher and restroom rental for the November playoffs.

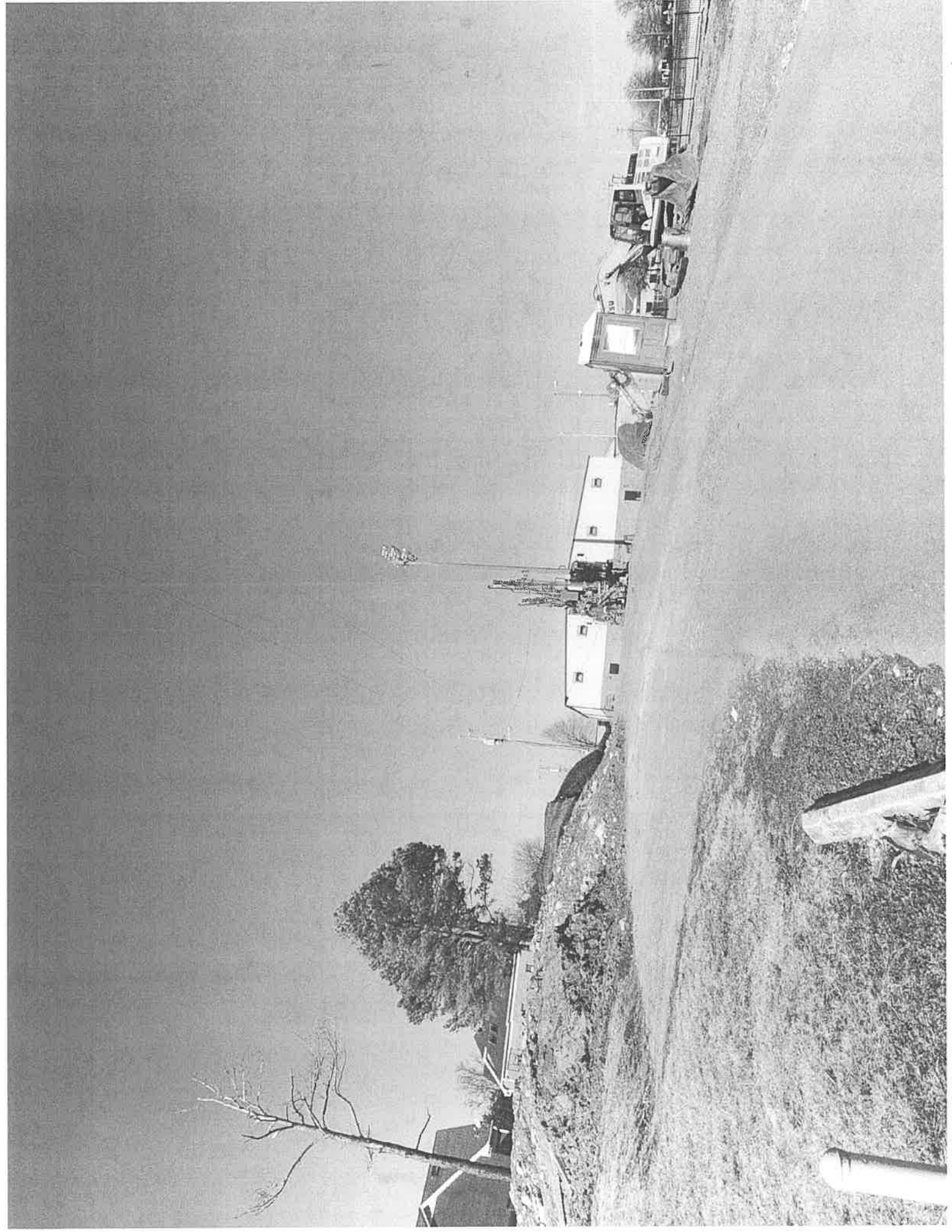


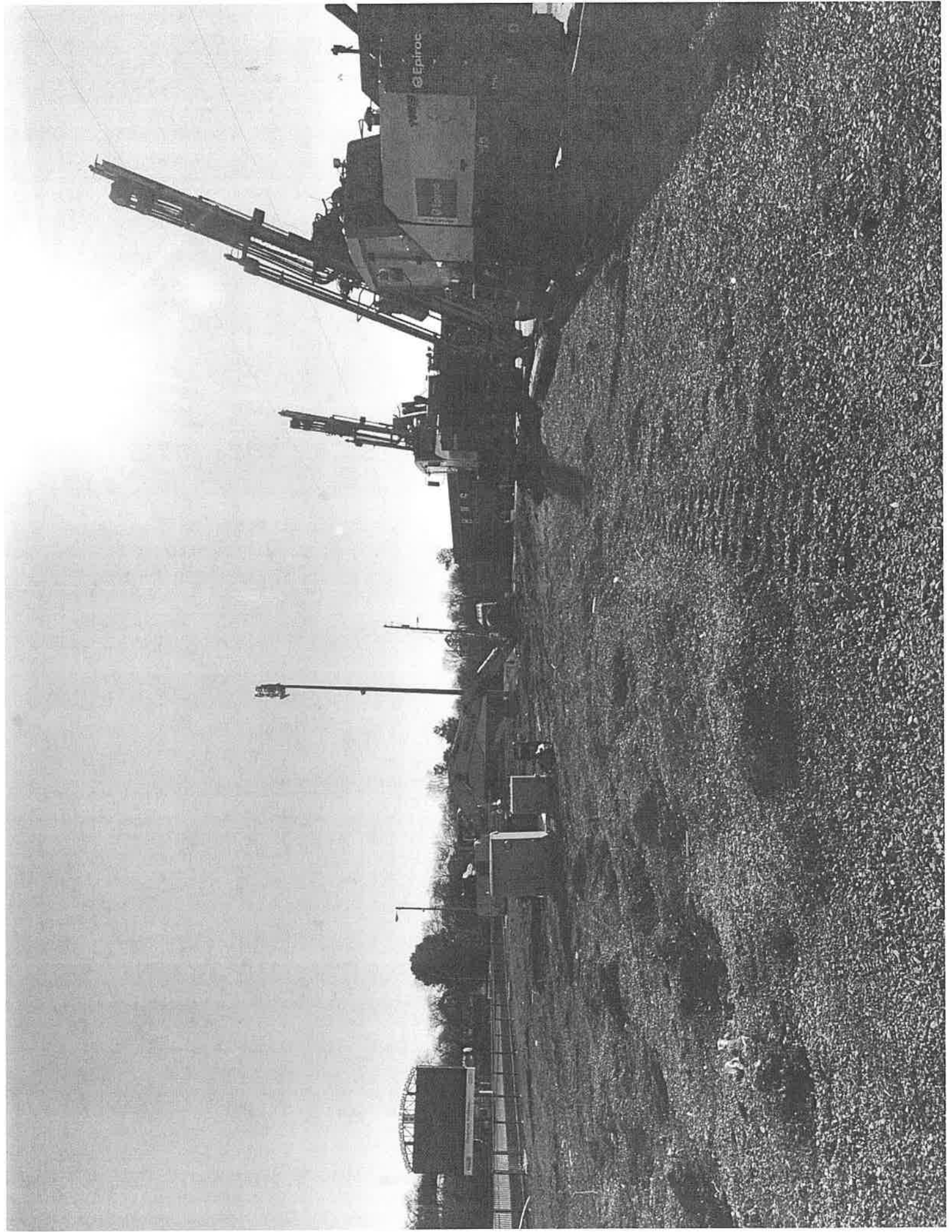


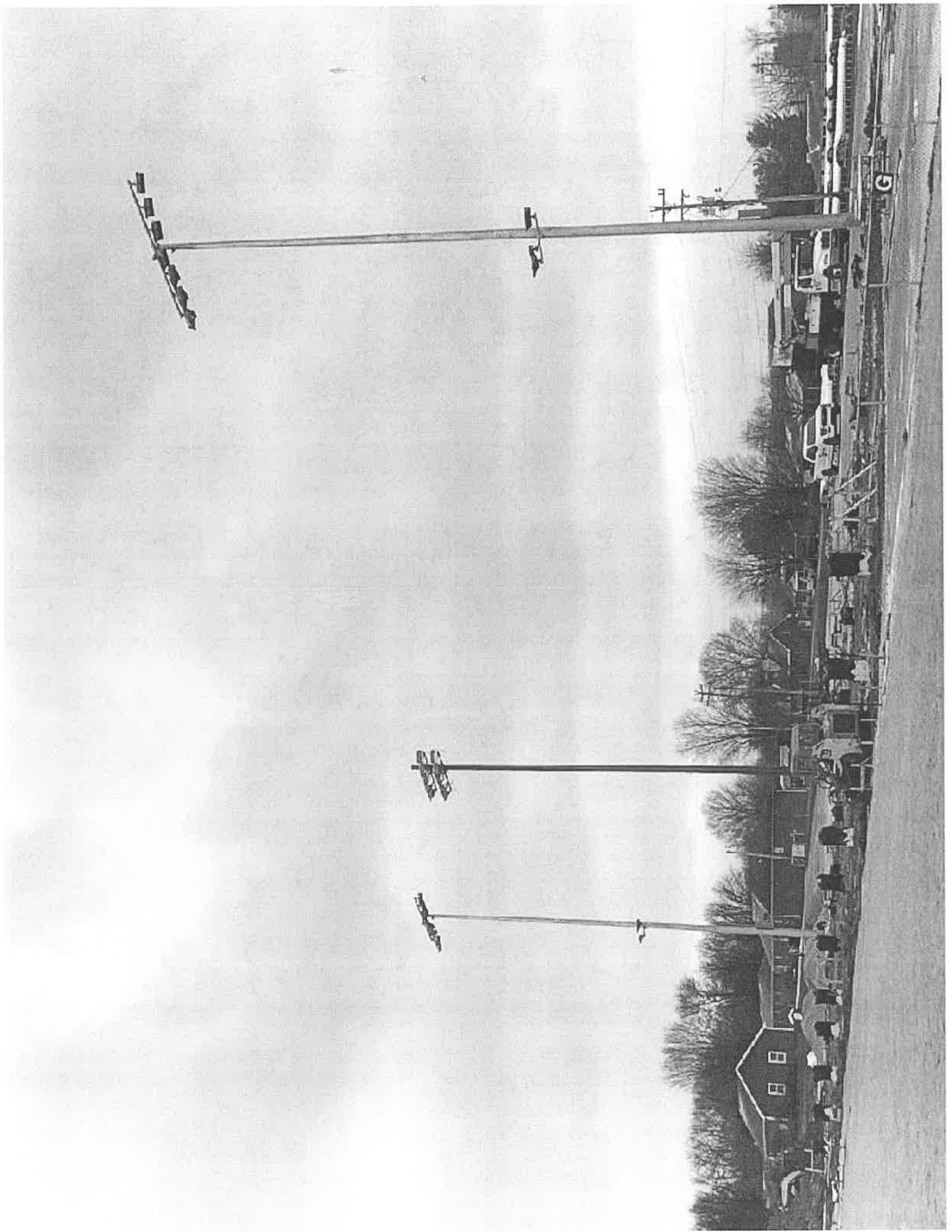




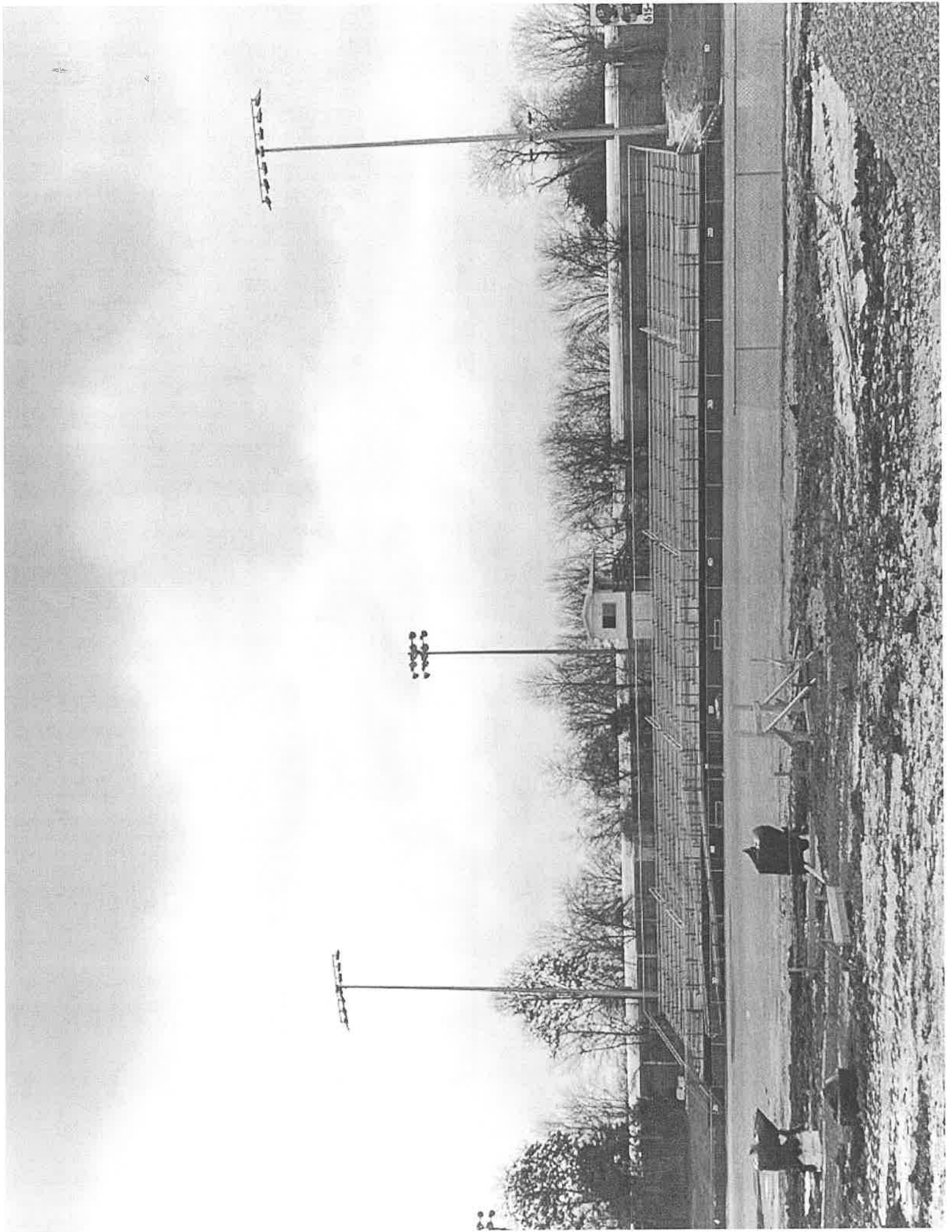












**MINUTES
GENERAL OPERATIONS COMMITTEE
JEREMY MANSFIELD, CHAIRMAN
JANUARY 6, 2025**

Present:

Jeremy Mansfield, Chairman
David Klein, Vice-Chairman
Dr. Mary Genung
Deborah Holmes
Tim Jones
Chrissi Miller
Terry Moss

Also Present:

Eric Sitler, Law Director
Beth Browning, Assistant Finance Director
Merrol Hyde, Commission Chairman
Jennifer Mitchell, minute taker

Chairman Mansfield brought the regular scheduled meeting of the General Operations Committee to order with an invocation by Comm. Miller on Monday, January 6, 2025, at 7:32 p.m. in the Sumner County Administration Building. Chairman Mansfield declared a quorum present to conduct business.

3. Approval of Agenda.

Without objection, Chairman Mansfield moved item 10g after 10h.

Comm. Klein moved, seconded by Comm. Miller, to approve the agenda as amended. The motion carried unanimously.

4. Approval of the Minutes of December 2, 2024.

Upon motion of Comm. Klein, seconded by Comm. Jones, the Committee voted to approve the minutes of December 2, 2024. Comm. Miller abstained from the vote.

5. Recognition of the Public.

Mike McClard of 102 Tioga Trail, Hendersonville hoped for an update on the trustee's name change with Vanguard. He requested if a positive answer is not given for legal action to be pursued.

Jim Latimer of 1578 Latimer Lane, Hendersonville spoke to the history of the Brown House and asked for the preservation.

Rebecca Goddard of 2339 New Hope Road, Hendersonville expressed her frustration with the delay of the trustee change on the Vanguard account.

6. Report of Chairman.

Chairman Mansfield reported the schools are using the money from the technology trust.

7. Report of Finance Director.

Assistant Finance Director Beth Browning introduced Scott Shamrock, the new Projects and Grants Specialist.

- a. Updates on building construction, etc. per policy
 - Archives Roof – Finance Department is reviewing the contract before sending to legal for review.
 - Millersville EMS – waiting on new contract, original contract not accepted due to liability issues.
 - Franklin Street project – utility part is underway with Gallatin Utilities. The Finance Department has requested a meeting with the consultant to discuss the bidding of the second part. Finance Department to speak to County Mayor John Isbell about the Interlocal Agreement. Outstanding \$10,000.00 PO for consultant and spent \$5,000.00.
 - New Courtroom buildout – Appropriation of \$2,000,000.00 with FY 2025 budget.
 - Parking Garage – removal of the church canopy, executed contract of \$8,100.00 between the County, Church of Christ and vendor. County supposed to pay the church, no purchase order obtained and vendor asking for payment. Payment has not been made at this time.

Chairman Mansfield asked how much has been spent on the new courthouse from inception.

- b. Capital Projects and ARPA Projects Update
 - All ARPA funds have been tied down
 - Westmoreland EMS – over allocated at the suggestion of consultant and the overage will come from capital projects. Contract signed
 - Oak Grove VFD– Contract signed
 - Jail Roof – complete
 - Ambulances – Ordered and paid
 - The Hollow's Drainage– contract signed
 - Waterlines – Subrecipient agreements has been signed by mayors
 - Tribal money – signage for Bledsoe Park
 - Portland SWIG grant projects – in the works

- Hendersonville Health Department – Local agreement between Hendersonville and County Mayor submitted to the state.
- Broadband project – requested meeting with Portland

Comm. Klein moved, seconded by Comm. Jones, to discuss. The motion carried unanimously.

Chairman Mansfield asked for a list to include in the agenda packet.

8. Report of County Mayor. – Not present

a. Storm Drain in Franklin Street – Update on Bid Documents.

Comm. Klein moved, seconded by Comm. Jones, to discuss. The motion carried unanimously.

After discussion, Chairman Mansfield requested to move this item to Report of Finance Director.

9. Old Business.

a. Latimer (Brown) House Historic Restoration.

- Status of transfer of \$500,000 from Vanguard Account to the County from Trustees

Comm. Jones moved, seconded by Comm. Miller, to discuss. The motion carried unanimously.

Ms. Browning reported the Finance Department has not received the \$500,000.00.

There was lengthy discussion about the delay of the change of trustees and the delay of the transfer of funds to the County.

- Status of Application for Historic Preservation Grant

Ms. Browning explained they have been advised all grant applications need Commission and School Board approval because it is a joint venture to show a unified front. Grant Accountant Dustin Owens further explained the property is owned by both the County and the School Board and would require approval by both. The State of TN has given funds to MTSU for historic preservation so anything pre-civil war goes before them, and they provide guidance about best practices and preservation. They are considered the leaders of historic preservation with the State of TN.

After discussion, Chairman Mansfield moved, seconded by Comm. Miller, to give the grant money back to the state and forward to the Budget Committee. The motion carried unanimously.

Chairman Mansfield recommended the use of the hospital fund if more than \$500,000.00 is needed for the restoration of the Brown House.

b. Gallatin Library Parking Ad-Hoc Committee Update.

Comm. Klein reported County Mayor John Isbell was supposed to get price for gates.

Comm. Klein moved, seconded by Comm. Jones, to dissolve the ad hoc. The motion carried unanimously.

c. Markings and signage for the new parking garage.

Comm. Klein reported there are shortcomings with the current signage.

Item to remain on old business.

d. Demolition of Old House on Children are People Building Property.

Comm. Jones moved, seconded by Comm. Genung, to discuss. The motion carried unanimously. Comm. Klein reported on the condition of the buildings on the property. The house needs to be demolished but the Children are People does not need to be demolished.

Comm. Klein moved, seconded by Comm. Miller, to suspend the rules to Megan Griffith with Sumner Prevention Coalition to speak. The motion carried unanimously. Ms. Griffith stated the Sumner Prevention Coalition would like to purchase the property and explained what they would like to do with the property. Handouts attached.

Comm. Klein moved, seconded by Comm. Miller, to discuss. The motion carried unanimously.

After discussion, Chairman Mansfield brought the meeting back in session.

Item to remain on old business.

Chairman Mansfield called for recess at 9:27 pm. The meeting reconvened at 9:31 pm.

- e. Discussion: Vacated Gallatin Square Old Courthouse, 100 Public Square – Plans.

Keep on old business

- f. Discussion: Vacated Gallatin Square Old Courthouse, 100 Public Square – Water Leak

Chairman Mansfield moved, seconded by Comm. Klein, to discuss. The motion carried unanimously.

Ms. Browning reported as soon as finance received notice, the maintenance department was contacted. Comm. Klein to follow up with County Mayor John Isbell.

Item to remain on old business.

- g. Discussion: Routine Maintenance, Support Services, Billing, and Invoices for Hendersonville Library pursuant to Resolution 1504-02.

Item to remain on old business

10. New Business.

- a. Resolution: Acceptance of funds for Hendersonville Library from as estate pursuant to TCA 5-8-101.

Chairman Mansfield moved, seconded by Comm. Klein, to accept and forward to full Commission. The motion carried unanimously.

- b. Resolution: Nonprofit donation pursuant to TCA 5-9-109 to 501c3 for Westmoreland Quarterback Club to pay off debt incurred by athletic facility (\$274,272.08) and Memorandum of Understanding.

Chairman Mansfield moved, seconded by Comm. Miller, to approve and forward to the Budget Committee. Chairman Mansfield gave background information to the request. After discussion, the motion carried unanimously.

- c. Discussion: Planning and Engineering - \$10,000 for General Fund Unassigned Fund Balance for debris removal on Station Camp Bank at State Route 25 bridge due to flooding issues and hazards created by demolition by the county of two small buildings on property.

Chairman Mansfield moved, seconded by Comm. Holmes, to approve and forward to the Budget Committee. The motion carried unanimously.

d. Discussion: Parking Garage Security Cameras

Item to move to old business

e. Discussion: Millersville EMS Station Reconfiguration Status.

Comm. Miller moved, seconded by Comm. Klein, to discuss. The motion carried unanimously.

Item to move to old business

f. Discussion: Disposal of Surplus County Property.

- Donation of shelving units stored in parking lot of jail to Welcome Christian Outreach Center

Comm. Miller moved, seconded by Comm. Klein, to discuss. The motion carried unanimously.

Law Director Eric Sitler explained items are to be posted to surplus property website for 60 days, GovDeals for 30 days then donate the property or treat as nonprofit donation. Committee can send resolution to full Commission to donate to 501c3.

Chairman Mansfield to contact Sheriff Craddock.

h. Liberty Creek Easement Acquisitions Invoice.

Ms. Browning explained there were easements for the school and the county has sent an invoice to Don Long.

Item to be removed.

g. Discussion: Election Commission.

Chairman Mansfield called for an Executive Session at 10:07 pm. The meeting reconvened at 10:15 pm.

Comm. Jones moved, seconded by Comm. Miller, to discuss. The motion carried unanimously.

After discussion, Chairman Mansfield moved, seconded by Comm. Miller, to amend page 4 of the proposal to change the wording to over 5000 square feet of space. The motion carried unanimously.

Comm. Klein moved, seconded by Comm. Jones, to approve the amended proposal and forward it to the Legislative Committee. The motion carried unanimously.

10. Adjournment. Upon motion of Comm. Miller and seconded by Comm. Klein, the Committee adjourned at 10:35 p.m.

Prepared by Jennifer Mitchell



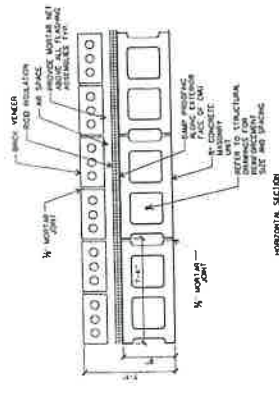
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2	2-11-08



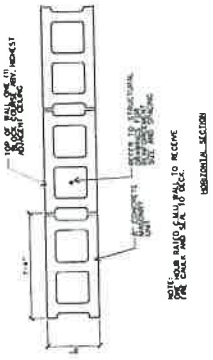
DATE: 9-28-07
 PROJECT NO.: 2135-02

NOTED & DIMENSIONED
 PLAN
 WALL SECTIONS

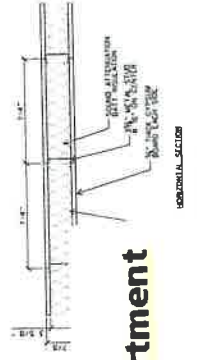
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 SHEET NO.: A1.01



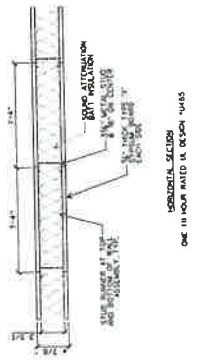
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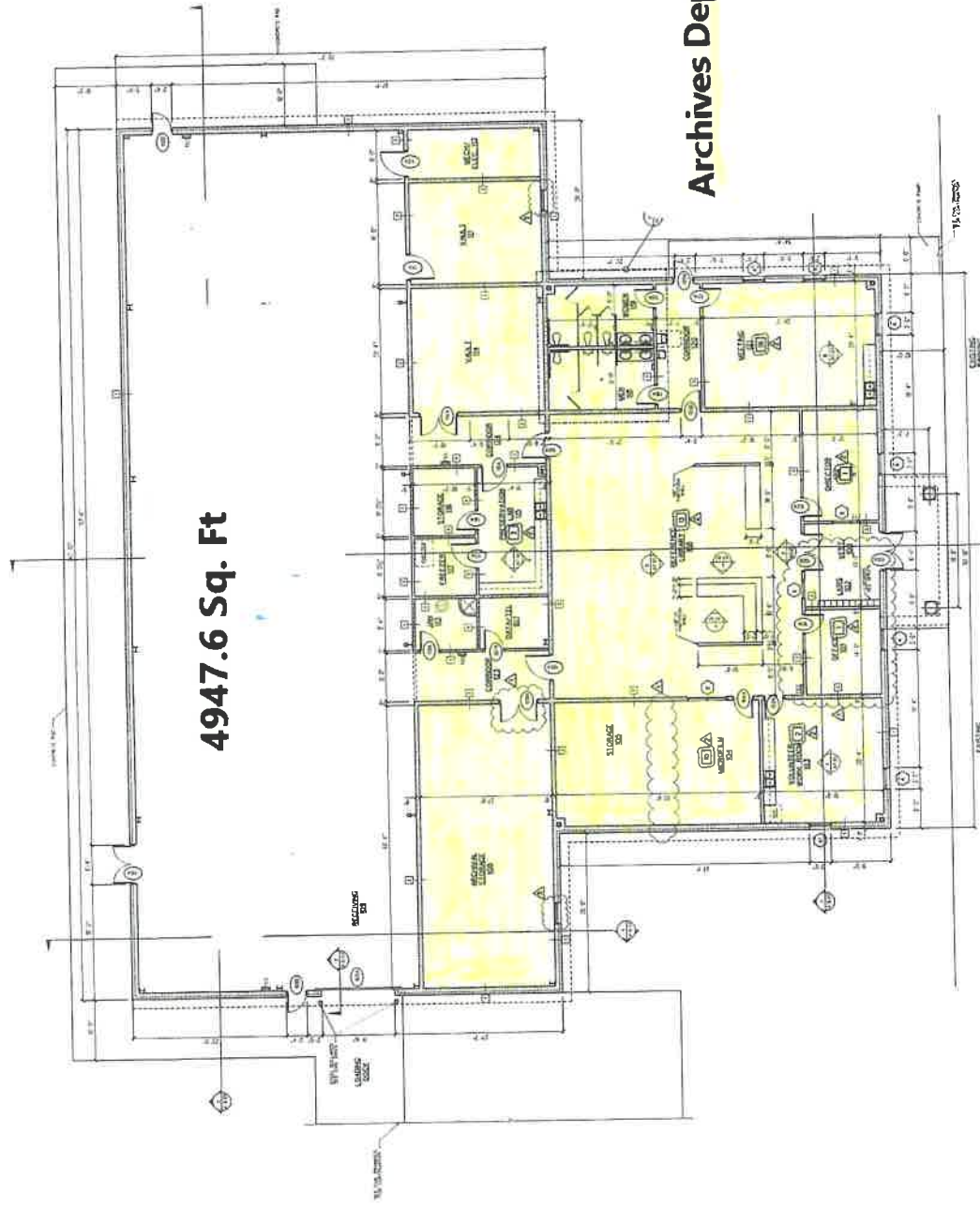
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4947.6 Sq. Ft

Archives Department

NOTED & DIMENSIONED FLOOR PLAN
 SCALE: 1/4" = 1'-0"

WALL LEGEND	
	METAL STUD & DRYWALL PARTITIONS
	CMU WALL
	ONE HOUR RATED CMU WALL
	ONE HOUR RATED STUD WALL
	BRICK

SUMNER PREVENTION COALITION

Proposed Uses for 117 East Winchester Property

- Office space for Coalition Staff
- Free meeting spaces for recovery groups such as Alcoholics Anonymous, Narcotics Anonymous, Alanon, etc
- Classroom space for youth First Offenders Class
- Training space for Overdose Prevention Trainings
- Location for naloxone vending machine through Sumner County Opioid Partnership Project
- Meeting space for youth coalition
- Location for Victim Impact Panel for impaired drivers
- Community resource center for substance misuse and mental health organizations, as well as other nonprofits

2024 Prevention Highlights

- Partnered with Sumner County Sheriff's Office and White House Police Department on Drug Take Back events, collecting 1,044 lbs of expired/unused medications
- Distributed over 250 free medication lock boxes
- Presented at 59 school events with over 5,000 youth in attendance
- Worked with local pharmacies to disseminate over 40,000 pharmacy bags with information on addiction services
- Collaborated with Sumner County Schools and other nonprofits to provide over 300 families with Table Talk
- Partnered with 10 school sports teams/bands to provide information regarding drug and alcohol misuse
- Hosted Victim Impact Panels for approximately 350 DUI offenders
- Assisted Regional Overdose Prevention Specialists on trainings and distribution of over 700 naloxone kits
- Provided Sumner County Resource Guides to approximately 900 individuals

OUR BEGINNING Sumner County Criminal Court Judges Jane Wheatcraft and James Hunter, along with District Attorney General Ray Whitley, established the Coalition in 2006. On a daily basis they dealt with adults in the community who were being arrested for crimes involving the use of alcohol and/or drugs. The magnitude of the problem was overwhelming. They determined that substance abuse was a community problem and the best way to effectively address it would be to bring all sectors of the community together into one prevention coalition.

OUR MISSION Sumner Prevention Coalition aims to unite people with vision, commitment, and resources to provide solutions to eliminate substance abuse and make a difference for youth, families, and individuals in Sumner County.

OUR WORK Funded through State and local grants, the Coalition partners with various sectors in the community to raise awareness regarding substance misuse, educate and equip youth with the tools needed to prevent substance misuse, and increase access to recovery, treatment, and mental health services, while helping to reduce access to illicit substances through various events and activities.

Law Enforcement
Compliance Checks
Drug Take Back
Fatal Vision Cart
Sober Checkpoints
CIT Trainings

Religious Organizations
Town Halls
Health Fairs
Presentations to Youth
Faith Summit

Youth-Serving Organizations
Youth Sport Leagues
Juvenile Court
TAATU
Presentations to Scouts
Unlimited Potential

Government
Proclamations
Day on the Hill
Meetings with Legislators
Displays at City Hall
Opioid Partnership Project
International Overdose
Awareness Day

Healthcare
Drug Take Backs
Pharmacy Bags
Deterra at Pharmacies
Lock Boxes to VA
CMEs

Youth
CHAMP Camp
Insight Classes
Environmental Scans
Student PSAs
Rodeo Volunteers
First Offenders Class

Media
Billboards
Radio PSAs
Theater Ads
DMV Ads
Cartverfising

Civic
CASA
Rotary Presentations
Food Banks
Leadership Summer

Business
Local Chamber Events
Business Health Fairs
Downtown Gallatin
Rodeo Partnerships

Substance Abuse Disorder Organizations
Recovery Court
Celebrate Recovery
Recovery Fest

Schools
Peer Leader Summit
TN Ambassadors
Partnerships with STARS
Red Ribbon Week
Prom Promise
Middle and High
School Athletics

Parents
TransPARENTsee Trailer
School Registrations
Back to School Events
First Offenders Class
Lock Boxes
Celebrating Families

WORK WITHIN VARIOUS
SECTORS

Visit summercoalition.org or contact info@summercoalition.org for more information.

MINUTES
HEALTH & EMERGENCY SERVICES COMMITTEE
CHAIRMAN, JAMIE TEACHENOR
JANUARY 6, 2025

Present:

Dr. Jamie Teachenor, Chairman
Darrell Rogers, Vice-Chairman
Dr. Mary Genung
Ben Harris
Merrol Hyde, Commission Chairman
Tim Jones, late
Terry Wright

Also Present:

Eric Sitler, Law Director
Eric Craddock, Sheriff
Jennifer Mitchell, minute taker

Chairman Teachenor called the regular meeting of the Health and Emergency Services Committee to order with an invocation by Comm. Harris on Monday, January 6, 2025, at 6:03 p.m. in the Sumner County Administration Building. A quorum was present.

3. Approval of Agenda.

Chairman Teachenor moved, seconded by Comm. Jones, to add traffic and safety concerns at intersection of Hunters Lane, Latimer Lane and Wolf Pack Way to the agenda under Report of the Chairman. The motion carried unanimously.

Comm. Rogers questioned why the matter is before the committee when it already passed through the Highway Commission. Law Director Eric Sitler recommended it be brought to this committee due to safety concerns.

Comm. Genung moved, seconded by Chairman Teachenor, to approve the agenda as amended. The motion carried unanimously.

4. Approval of the Minutes of December 2, 2024.

Upon motion of Comm. Rogers, seconded by Chairman Teachenor, the Committee voted unanimously to approve the minutes from December 2, 2024.

5. Recognition of the Public.

The following spoke about the traffic and safety concerns at the intersection of Hunters Lane, Latimer Lane and Wolf Pack Way:

Mike McClard of 107 Tioga Trail, Hendersonville
Tami Kimbrough of 137 Hunters Lane, Hendersonville

Sue Lammers of 256 Hunters Lane, Hendersonville
Hope Warnock of 297 Hunters Lane, Hendersonville

Cathy Arlen of 231 Chipaway Drive, Gallatin spoke about a situation with an owner surrender. She also spoke to the previous Animal Control ad hoc and requested a new ad hoc be formed to make changes. She discussed the use of inmate labor at the shelter. Handouts attached.

Donna DeSopo of 101 Chamblis Ct, Hendersonville expressed her concerns with the Animal Control shelter and the need to use best practices. She also stated there is a lawsuit against the Sheriff's Department by an inmate that was being transported to the shelter. Handouts attached.

6. Report of the Chairman.

Chairman Teachenor explained the recommendation passed in the Highway Commission meeting to send a resolution to the full Commission to request the School Board to review the traffic and safety concerns at Latimer Lane and Long Hollow Pike and Hunters Lane, Latimer Lane and Wolf Pack Way.

Comm. Harris moved, seconded by Comm. Rogers, to approve the recommendation of the Highway Commission. After lengthy discussion, the Committee voted unanimously to approve and forward to the full Commission.

Chairman Teachenor moved, seconded by Comm. Genung, to mirror the resolution recommended by the Highway Commission to send to the General Assembly and add as an agenda item for next month. The motion carried unanimously.

7. Report of the County Mayor.

No report

8. Report of the Sheriff.

Sheriff Eric Craddock gave a brief overview of the service report. He noted in the back of the packet an update to the action step list for Animal Control, as requested. He highlighted Dr. Sadley's first day was January 2, 2025, and spent time in the medical suite going over what is needed to bring to her standards. Also connected her with Sara at Sumner Spay and Neuter. She will be back January 16, 2025. He reported every dog on the adoption floor is fully spayed or neutered. Reports are attached.

Comm. Genung spoke in favor of restarting the Animal Control ad hoc committee to allow the citizens to collaborate. Comm. Jones spoke in favor of an Animal Control ad hoc. Commission Chairman Hyde explained there would need to be a specific issue to address to form an ad hoc committee or form a standing committee.

After discussion, without objection, Chairman Teachenor asked for an executive session at next month's meeting.

Chairman Teachenor requested to place the report of Animal Control ad hoc on the agenda under new business next month.

9. Report of Emergency Management Agency.

Not present.

10. Report of EMS.

Not present.

11. Report of the ECC.

Not present.

12. Old Business.

None

13. New Business

a. Sheriff's Office TCI Training Equipment Grant.

b. Sheriff's Office TN OCJP Grant.

Comm. Rogers moved, seconded by Comm. Harris, to group and approve items 13a and 13b. The motion carried unanimously.

14. Adjournment. Chairman Teachenor declared the meeting adjourned at 7:27 p.m. upon motion by Comm. Harris and seconded by Comm. Rogers.

Sign-In Sheet

Name

Address

Agenda Item to be Discussed

MIKE MCGARD

102 TROOP TRAIL

WOLF PACT & HUNTERS

Tami Kambrouck

137 Hunters Lane

Hunters Ln.

SUE LAMMERS

236 HUNTERS LANE

ANIMAL CONTROL

DEBY KREID

231 CHESSMAN DR

Hunter's Club

Molly De Saja

101 WINDY BLVD

speeding

Hope Darnock

297 HUNTERS LN



.. PROTECTED 関係者外秘

WORLDNET



27°

CLOSINGS

There are currently 129 active closings or delays

< 2 / 4 > ||



Advertisement

Court docs: 4 facing charges after concocting plan to smuggle drugs into jail via the Clermont County Animal Shelter

Updated: 6:47 PM EST Jan 4, 2025

Infinite Scroll Enabled

Kurt Knue

CLERMONT COUNTY, Ohio — Four people have been arrested after concocting a scheme to smuggle in drugs to the Clermont County Jail via the Clermont County Animal Shelter.

The scheme was discovered by police after inmate Vanessa Lee Tudor, 47, was reportedly suspected to be impaired by jail staff.

Advertisement

Upon being drug tested, Tudor's test results soon came back positive for methamphetamines.

Officers with the Clermont County Sheriff's Office then began to review recorded jail calls and text messages that Tudor had recently done in an effort to figure out how Tudor had obtained the drugs.

In the course of their investigation, Tudor was uncovered to have been talking with another inmate, Samantha Cartwright, 45, explicitly about topics relating to drug payments and drug deliveries in their communications.

Upon questioning by police, Cartwright allegedly admitted that she had concocted the plan with Tudor to smuggle in the drugs.

In the scheme, Cartwright reportedly had her husband, Mark Wise, 52, deliver drugs to the Clermont County Animal Shelter. According to court documents, Tudor would then pick up the drugs from the shelter when she was there.

Recommended



Washington Post cartoonist quits after paper rejects sketch of Bezos bowing to Trump

The court documents did not specify why Tudor was at the shelter to be able to pick up the drugs. However, some jails sometimes partner with animal shelters as a form of rehabilitation for inmates to work with their animals.

Video was reportedly obtained by the Clermont County Sheriff's Office that showed Wise making the delivery to the animal shelter.

Tudor, for her part, denied involvement with any plan to buy drugs but could also reportedly not explain to police why she tested positive for methamphetamines.

Tudor faces two counts of conspiracy, one count of illegal conveyance of drugs into a government facility, and one count of aggravated possession of drugs.

Cartwright faces two counts of conspiracy and one count of illegal conveyance of drugs into a government facility.

Wise faces two counts of conspiracy, one count of illegal conveyance of drugs into a government facility, one count of aggravated tracking in drugs, and one count of aggravated possession of drugs.

A fourth person, Patricia Weaver, 68, was also arrested in the scheme on two counts of conspiracy and one count of illegal conveyance of drugs into a government facility.

Court documents did not provide further information about Weaver's alleged role in the scheme.

Court documents show that Tudor was already incarcerated on charges of possession of fentanyl, heroin and cocaine.

Cartwright was already incarcerated on three different charges of theft, as well as one charge of passing bad checks.

An initial court date has not yet been set for the four.

TOP PICKS

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See who won at the Golden Globe Awards

A heartwarming bond: Dad who donated part of liver meets toddler after life-saving transplant

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FILED
3:43 P.M.

SEP 07 2023

IN THE CIRCUIT COURT FOR SUMNER COUNTY, TENNESSEE

AT HARTSVILLE

KATHRYN STRONG, CLERK
BY ft D.C.

AMANDA LAUREN MOORE

Plaintiff,

VS.

JEREMY MICHAEL SINGLETON

And

SUMNER COUNTY SHERIFF'S
DEPARTMENT,

Defendants.

83CC1 - 20 73 - CV- 839

FILE NO. _____
JURY OF TWELVE (12) DEMANDED

COMPLAINT

Comes the Plaintiff, Amanda Lauren Moore, and for her cause of action against the Defendants would show unto the Court as follows:

PARTIES

1. At all relevant times, Plaintiff, Amanda Lauren Moore, was a citizen and resident of Macon County, Tennessee.

2. Upon information and belief, Defendant, Jeremy Michael Singleton, is a citizen and resident of Sumner County, Tennessee, and resides at 1060 Kennesaw Blvd., Apt. # 11317, Gallatin, Tennessee 37066.

3. Defendant, Sumner County Sheriff's Department, is a governmental entity within the meaning of the Tennessee Governmental Tort Liability Act and is a political subdivision of Sumner County, Tennessee.

4. At all relevant times, Jeremy Michael Singleton, was a Sheriff's Deputy employed by the Sumner County Sheriff's Department.

5. At all times, Plaintiff, Amanda Lauren Moore, was an inmate at the Sumner County Jail.

6. The events leading up to and the injury complained of herein occurred in Gallatin, Sumner County, Tennessee.

JURISDICTION AND VENUE

7. This is an action for personal injuries sustained by the Plaintiff, Amanda Lauren Moore as a result of sexual assault and sexual battery by the Defendant, Jeremy Michael Singleton, which occurred during September 7, 2022 through October 26, 2022, and the negligence of Sumner County Sheriff's Department for failing to protect the victim from this sexual predator.

8. Jurisdiction and venue are proper in this Court pursuant to Tenn. Code Ann. § 29-20-305 and 308.

FACTS

9. On or about September 7, 2022 through October 26, 2022, Amanda Lauren Moore was serving a jail sentence at the Sumner County Sheriff's Department.

10. Jeremy Michael Singleton, as an employee of and in the course and scope of his employment with Sumner County Sheriff's Department was a deputy.

11. Jeremy Michael Singleton used his position of authority to intentionally and with forethought, sexually assault and sexually batter the Plaintiff.

12. During Plaintiff's incarceration, Defendant, Jeremy Michael Singleton, sexually assaulted the Plaintiff by groping, grabbing, inappropriately touching, and kissing the Plaintiff. All acts having been performed while Defendant was acting in his capacity as an employee of the Sumner County Sheriff's Department.

13. During the Plaintiff's incarceration, she was to be transported as a work trustee to an off-site location from the Jail in Sumner County. Plaintiff was a trustee at an animal shelter in Sumner County. During this transport by the Defendant, he would make unwanted advances and sexually assault and batter the Defendant while in the County vehicle and also while at the animal shelter.

14. That the Defendant Singleton was allowed to transport the Plaintiff alone which gave him direct access to sexually assault and batter the Plaintiff.

15. Further, Plaintiff was publicly humiliated and embarrassed by other Jailors of the Sumner County Sheriff's Department once she reported the incidents above. After Plaintiff reported the incidents, Sumner County Sheriff's Department had her trustee job changed and moved to a department within the animal shelter where she had to work with Defendant Singleton's girlfriend, who was an employee of the animal shelter.

16. The Plaintiff was requested by jailors and Sherrif Department officials to take a pregnancy test in an attempt to embarrass and harass the Plaintiff after she reported the actions of the Defendant.

17. That once the Plaintiff reported the actions of the Defendant she was mistreated and harassed by jailors and other staff in the Sumner County Sheriff's Department.

18. As a result of the acts of Defendant, Jeremy Michael Singleton, Amanda Lauren Moore was physically violated and suffered emotional trauma. She suffers from permanent and significant physical, emotional, and psychological injuries. Amanda Lauren Moore continues to suffer based upon the actions of the Defendants.

19. That upon information and belief, the Defendant Singleton was allowed to transport the female Plaintiff alone and without supervision. That Defendant Singleton transported the

Plaintiff in an automobile owned by the Sumner County Sheriff's Department and / or Sumner County.

20. Upon information and belief, this has happened to other female inmates by other employees of the Defendant, Sumner County Sheriff's Department. That Defendant, Sumner County Sheriff's Department, knew or should have known of these prior incidents and that it failed to protect female inmates. That Sumner County Sheriff's Department failed to enact guidelines and policies to protect the Plaintiff from Defendant Singleton.

CAUSES OF ACTION

SEXUAL BATTERY BY DEFENDANT JEREMY MICHAEL SINGLETON

21. The Defendant, Jeremy Michael Singleton, owed a duty of care to not harm the inmates. The Defendant, Jeremy Michael Singleton, had a duty to avoid contacting inmates with his genital area and or touching inmates in their genital and private areas. The Defendant, Jeremy Michael Singleton, had a duty to avoid touching inmates in a sexual manner.

22. The Defendant, Jeremy Michael Singleton, intentionally violated these duties when he intentionally and forcibly touched the Plaintiff.

23. The Defendant, Jeremy Michael Singleton, intentionally violated these duties when he forcibly groped, grabbed, inappropriately touched, and kissed the Plaintiff.

24. As a result of these sexual batteries, Plaintiff felt threatened, scared, angry, violated, and humiliated.

SEXUAL ASSAULT BY DEFENDANT JEREMY MICHAEL SINGLETON

25. The Defendant, Jeremy Michael Singleton, owed a duty of care to not cause an inmate apprehension of the threat of sexual battery and sexual abuse.

26. The Defendant, Jeremy Michael Singleton, intentionally violated this duty by inappropriately groping, grabbing, touching, assaulting, and kissing the Defendant. Defendant Singleton also made inappropriate statements and threats to the Plaintiff.

27. The Defendant, Jeremy Michael Singleton, intentionally violated this duty by his actions. Plaintiff was scared and humiliated.

28. As a result of the sexual assaults by Defendant, Jeremy Michael Singleton, Plaintiff was apprehensive of sexual battery and sexual abuse and Plaintiff felt unsafe.

***INDEPENDENT NEGLIGENCE OF THE SUMNER COUNTY SHERIFF'S
DEPARTMENT***

30. At all relevant times, Sumner County Sheriff's Department operated and / or maintained the Sumner County Jail located at 117 W Smith Street, Gallatin, Sumner County, Tennessee.

31. Pursuant to the Tennessee Governmental Tort Liability Act, Tenn. Code Ann. § 29-20-101 et. seq., immunity from suit of Sumner County Sheriff's Department has been removed for injuries resulting from the negligent and intentional actions by Jeremy Michael Singleton, an employee of the Sumner County Sheriff's Department.

32. At all relevant times, Jeremy Michael Singleton was an employee, agent, representative, and / or servant of Sumner County Sheriff's Department and was engaged in the course and scope of the employment or agency (real, apparent, or ostensible).

33. Sumner County Sheriff's Department has a duty to protect inmates from inappropriate and sexual contact with their deputies, jailors and employees who are in a position of authority.

34. Upon information and belief, the sexual abuse of Plaintiff and the injuries of the Plaintiff were proximately, and in fact, caused by one or more of the following acts of the Sumner County Sheriff's Department:

- A. Sumner County Sheriff's Department negligently hired Defendant, Jeremy Michael Singleton;
- B. Sumner County Sheriff's Department failed to properly supervise Defendant, Jeremy Michael Singleton;
- C. Sumner County Sheriff's Department negligently trained Defendant, Jeremy Michael Singleton;
- D. Sumner County Sheriff's Department negligently entrusted Defendant, Jeremy Michael Singleton, with the supervision and care of female inmates;
- E. Sumner County Sheriff's Department negligently failed to follow proper protocols in transporting a female inmate;
- F. Sumner County Sheriff's Department negligently, carelessly, and / or recklessly continued to retain employee Defendant, Jeremy Michael Singleton, as a jailor with the supervision of female inmates, despite Defendant, Jeremy Michael Singleton, having prior complaints made against him.
- G. Sumner County negligently allowed male Deputies and or jailors to transport female inmates alone.

35. Defendant, Jeremy Michael Singleton's acts of sexual assault and sexual battery of Plaintiff were a foreseeable consequence of Sumner County Sheriff's Department's allowing a male jailor to transport female inmates unsupervised.

36. Upon information and belief, Sumner County Sheriff's Department allowed or approved Defendant, Jeremy Michael Singleton, to supervise female inmates without other jailors present. Sumner County Sheriff's Department helped create the dangerous condition that led to injury and damages of Plaintiff by failing to supervise and / or prevent the acts of its agent / employee, Jeremy Michael Singleton.

37. Upon information and belief, Sumner County Sheriff's Department allowed or approved Defendant, Jeremy Michael Singleton, to be alone with individual female inmates without other jailors and / or employees present. Sumner County Sheriff's Department helped create the dangerous condition that led to injury and damages of Plaintiff by failing to supervise and / or prevent the acts of its agent / employee, Jeremy Michael Singleton.

38. Upon information and belief, Sumner County Sheriff's Department had security cameras and knew or should have known with reasonable diligence of sexual acts performed by Defendant, Jeremy Michael Singleton.

39. Upon information and belief, Sumner County Sheriff's Department could foresee, or through the exercise of reasonable diligence, should have foreseen or anticipated, Defendant, Jeremy Michael Singleton's sexual abuse of Plaintiff.

40. Defendant, Jeremy Michael Singleton's sexual abuse and the failure of Sumner County Sheriff's Department to properly supervise or prevent its agents / employees from engaging in such acts constitutes negligence by Sumner County Sheriff's Department, by and through its employees, within the meaning of Tenn. Code Ann. § 29-20-205.

41. The negligence of Sumner County Sheriff's Department and Jeremy Michael Singleton, as detailed in part in this complaint, proximately caused or contributed to the injuries suffered by Plaintiff.

42. For these reasons, Sumner County Sheriff's Department' immunity is removed pursuant to Tenn. Code Ann. § 29-20-205.

43. The sexual battery that occurred when Defendant, Jeremy Michael Singleton, groped, grabbed, and inappropriately touched Plaintiff in the County owned transport vehicle is a separate "occurrence or act" within the meaning of Tenn. Code Ann. § 29-20-403.

44. The sexual battery that occurred when Defendant, Jeremy Michael Singleton threatened the Plaintiff is a separate "occurrence or act" within the meaning of Tenn. Code Ann. § 29-20-403.

45. All other sexual assaults and exploitations that are set forth in this complaint each constitute a separate "occurrence or act" within the meaning of Tenn. Code Ann. § 29-20-403.

VICARIOUS LIABILITY OF SUMNER COUNTY SHERIFF'S DEPARTMENT

46. Under the doctrines of agency and *respondeat superior*, Sumner County Sheriff's Department is vicariously liable for the acts and omissions of its agent / employee, Defendant, Jeremy Michael Singleton.

47. Accordingly, Sumner County Sheriff's Department is liable for the damages caused by its agent / employee, Jeremy Michael Singleton.

HARMS AND LOSSES OF THE PLAINTIFF

48. Plaintiff is not at fault for causing the injuries and damages described in this Complaint.

49. The Defendants, and each of them, jointly and severally, are 100% at fault for the injuries and damages described in this Complaint.

50. As a result of the Defendants' actions, Plaintiff, Amanda Lauren Moore, sustained and continues to suffer from severe emotional and psychological injuries including depression,

anger, isolation, anxiety, suicidal thoughts PTSD, and flashbacks. Plaintiff suffers an all over decrease to her mental well-being due to Defendant, Jeremy Michael Singleton's actions.

51. The Defendant, Jeremy Michael Singleton, is liable for the damages he caused by his egregious, offensive, and non-consensual acts against the Plaintiff inmate. Defendant, Jeremy Michael Singleton's actions were done willfully, intentionally, and with full knowledge that his actions were illegal and traumatizing. Defendant, Sumner County Sheriff's Department knew or should have known the Defendant, Jeremy Michael Singleton's propensity for sexual battery and sexual assault of female inmates and failed to take appropriate action to prevent a recurrence.

52. As a direct and proximate result of the negligent and intentional acts of the Defendants, Plaintiff, Amanda Lauren Moore, has suffered damages, including, but not limited to:

- a. Past and future mental anguish;
- b. Past and future emotional distress;
- c. Future medical expenses;
- d. Diminished capacity for enjoyment of life, past and future; and
- e. Permanent injury.

53. As a direct and proximate result, the Plaintiff has suffered intentional infliction of emotional distress and negligent infliction of emotional distress.

WHEREFORE, PREMISES CONSIDERED, PLAINTIFF DEMANDS:

1. That service of process issue and be served upon the Defendants requiring them to appear and answer within the time prescribed by law.

2. That judgment be rendered for Plaintiff, Amanda Lauren Moore, and against Defendants, and each of them, jointly and severally, for compensatory damages in a amount to be

determined by a jury in this cause sufficient to adequately compensate the Plaintiff for her damages and losses, but no less than One Million Dollars (\$1,000,000.00).

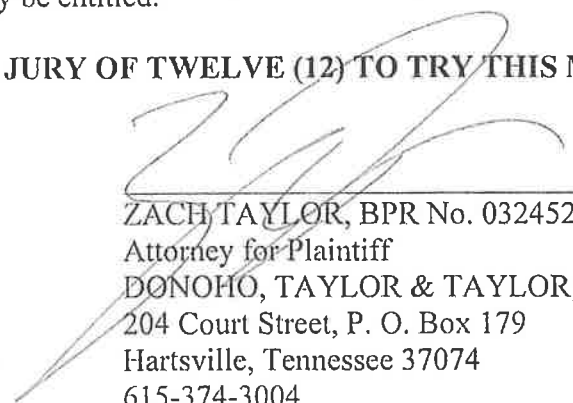
3. For a judgment against Defendant, Jeremy Michael Singleton, holding him liable for punitive damages in an amount to be determined by a jury in this cause sufficient to adequately punish Defendant, Jeremy Michael Singleton, and to deter others from similar reprehensible behavior in this community but no more than Seven Hundred Fifty Thousand Dollars (\$750,000.00).

4. For a jury of twelve (12) to try this cause.

5. For this matter to be taxed to the Defendants.

6. For all other relief to which the Plaintiff, Amanda Lauren Moore, may be entitled from this Court including discretionary costs, court costs, post-judgment interest, and any other general relief to which Plaintiff may be entitled.

PLAINTIFF DEMANDS A JURY OF TWELVE (12) TO TRY THIS MATTER.



ZACH TAYLOR, BPR No. 032452
Attorney for Plaintiff
DONOHO, TAYLOR & TAYLOR, PLLC
204 Court Street, P. O. Box 179
Hartsville, Tennessee 37074
615-374-3004

COST BOND

I, the undersigned, pursuant to *T.C.A. § 20-12-125*, acknowledge as surety for amounts required by law or included in the clerk's bill of costs in this cause.



ZACH TAYLOR

OATH

I, Amanda Lauren Moore, make oath that the matters alleged in the foregoing Complaint, are true and correct to the best of my knowledge, information, and belief and that the Complaint is not made out of levity or by collusion with the Defendants, but in truth and sincerity for the causes mentioned therein.

Amanda Moore
AMANDA LAUREN MOORE

STATE OF TENNESSEE

COUNTY OF TROUSDALE

Sworn to and subscribed before me on this 7 day of September, 2023.

Paula Burton
NOTARY PUBLIC

My commission expires: 7/1/2026



Animal Control Officer 1

Nashville Public Health Department
5125 Harding Place, Nashville, TN 37211
\$44,122.33 a year - Full-time

Benefits

- 457(b)
 - Dental insurance
 - Flexible spending account
 - Health insurance
 - Life insurance
 - Military leave
 - Paid time off
 - Retirement plan
 - Vision insurance
- Show fewer

Full job description

Overview:

The Nashville Metro Public Health Department is currently looking for a dedicated Animal Control Officer to join their team. As an integral part of the department, the Animal Control Officer will play a crucial role in safeguarding the health and well-being of both animals and the community in Nashville and Davidson County.

Duties:

- Respond to calls regarding animal-related issues, including stray animals, animal bites, and injured wildlife.
- Capture and safely handle animals, ensuring their well-being and the safety of the public.
- Enforce local animal control ordinances and regulations to promote responsible pet ownership.
- Investigate cases of animal cruelty, neglect, or abuse, and take appropriate actions in accordance with the law.
- Provide education to the public on animal care, safety around animals, and responsible pet ownership.

- Work collaboratively with law enforcement agencies, veterinarians, and other stakeholders to address animal-related concerns effectively.

Skills:

- Proficient in CPR techniques for both humans and animals.
- Strong report writing skills to document incidents and investigations accurately.
- Experience in animal care practices to ensure the welfare of animals under your care.
- Demonstrated leadership abilities to handle challenging situations effectively.
- Knowledge of law enforcement procedures related to animal control.
- Familiarity with immigration law as it pertains to animal-related issues.
- Understanding of loss prevention strategies in an animal control setting.
- Valid driver's license with the ability to drive department vehicles safely.
- First aid knowledge for providing immediate care to injured animals or individuals.
- Skilled in conflict management to resolve disputes related to animals professionally.

The Nashville Metro Public Health Department is committed to creating a safe and healthy environment for all residents. If you are passionate about animal welfare, possess the required skills, and are dedicated to serving the community, we encourage you to apply for this rewarding opportunity as an Animal Control Officer.

Job Type: Full-time

Pay: \$44,122.33 per year

Benefits:

- 457(b)
- Dental insurance
- Flexible spending account
- Health insurance
- Life insurance
- Military leave
- Paid time off

- Retirement plan
- Vision insurance

Schedule:

- Monday to Friday
- Weekends as needed

Experience:

- professional animal care or animal control: 1 year (Preferred)

Ability to Commute:

- Nashville, TN 37211 (Required)

Ability to Relocate:

- Nashville, TN 37211: Relocate before starting work (Required)

Work Location: In person

In general, the positions that should be considered for Sumner to operate independently of the sheriff and provide for the programming recommended in our report for 7 days a week are:

1. shelter manager
2. assistant manager
3. front desk staff (4)
4. adoption/foster coordinators (4)
5. community cat coordinator
6. spay/neuter coordinator/transporter (1.5) since you have to do offsite spay/neuter, when this team is not scheduling or transporting they should be doing enrichment for shelter pets
7. dog trainers who provide enrichment including run/oversee Dogs Playing for Life play groups (2)
8. Safety Net coordinator to focus on helping people keep or place their pets
9. coordinator for outreach/social media/volunteers

The kennel and field staff can be determined by the NACA formulas and this is assuming that county HR and budget offices would be utilized.

I should also mention that budgets for any shelter should not only be dependent on the number of shelter intakes, but rather include Safety Net and subsidized, targeted spay/neuter. This recently published budget calculator can be helpful to determine an appropriate budget, however, with the right trainers on staff and responsible decisions to euthanize dangerous dogs I think the amount for dog training is too high: <https://www.humananimalsupportservices.org/the-hass-budget-calculator/> .

Hope this helps~

Sara Pizano, DVM, MA | Animal Welfare Strategist
teamshelterusa.com | 954.401.8785

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Hope this helps~

How much does an Animal Transport make in Tennessee?

As of Dec 24, 2024, the average hourly pay for the Animal Transport jobs category in Tennessee is \$19.10 an hour.

While ZipRecruiter is seeing salaries as high as \$25.31 and as low as \$8.95, the majority of salaries within the **Animal Transport jobs category currently range between \$15.72 (25th percentile) to \$22.69 (75th percentile) in Tennessee.**

The average pay range for an Animal Transport job varies greatly (as much as 6), which suggests there may be many opportunities for advancement and increased pay based on skill level, location and years of experience.

Based on recent job posting activity on ZipRecruiter, the Animal Transport job market in Tennessee is not very active as few companies are currently hiring.

Tennessee ranks number 50 out of 50 states nationwide for Animal Transport job salaries.

Animal Transport Salary in Tennessee Comparison by Location

Nationwide	
United States	
	\$21
Tennessee	
United States	
	\$19

<https://www.ziprecruiter.com/Salaries/Animal-Transport-Salary--in-Tennessee>

Outlook

Re: org chart

From Sara Pizano <drpizano@teamshelterusa.com>
Date Wed 12/18/2024 7:11 AM
To Donna De Sopo <DDeSopo@msn.com>
Cc Cameron Louise Moore <cameron.moore@ufl.edu>

Hi Donna,

The abuse of inmates is unacceptable and I know you will take the appropriate steps to make sure that is addressed.

As far as the table of organization, I would have referred you to those NACA formulas but remember the recommendations for kennels in that reference is strictly cleaning and feeding so in addition to that number, other positions are also needed. There are no specific templates for the table of organization since there is so much variation between each shelter in terms of what programs they provide themselves, outsource or refer to other organizations. In general, the positions that should be considered for Sumner to operate independently of the sheriff and provide for the programming recommended in our report for 7 days a week are:

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Hope this helps~

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[Team Shelter USA Facebook Page](#)

I also had to repeatedly correct the misinformation that "We cannot tell the Sheriff's department what to do" and constantly remind everyone of TN state law:

According to Tennessee law, the state legislature controls the animal control code, and counties, through resolutions passed by their respective legislative bodies, are authorized to license and regulate dogs and cats, establish and operate animal shelters, and manage stray animal capture, impoundment, and disposal within their jurisdiction. State Law Authority: The power to regulate animals, including dogs and cats, is outlined in the Tennessee Code Annotated (TCA), which is controlled by the state legislature.

In other words, Animal Control is controlled by the County Commissioners.

Yes, under our TN state Constitution, the citizens have the right to instruct elected officials, accordingly.

Who would ever want to fund abuse to inmates and barriers to adopting animals during all hours of operation that results in euthanizing animals when new intakes come in and there's no more room?

For the record, I questioned where the job positions were posted. They were only posted on the Sheriff's website, not on Monster, Indeed, or any other viable job search engine for greater outreach.

We were informed about a myriad of roadblocks and long delays in filling these job openings due to the use of inmates.

Also, when I visited Animal Control with my friend Marlis a few months ago, we noted that the inmates were not supervised and Lt. Tarlacky was the only male transporting 4 female inmates alone in the van.

Clearly, nothing changed, when changes should have been made immediately, instead of Sumner continually operating on willful blindness.

In light of these insights and recent disturbing developments, I reached out thinking that your organization would know, based on the size of our county, population, number of intakes, and other variables, how to provide guidance specifically on a best practice model with an animal control director reporting to the mayor, staff to care for the animals, volunteers to assist in adoptions or moving animals to rescues working in partnership with our Animal Care Facility, etc.

At baseline, and from a common sense perspective, if we do not have a best practice model in place and continue to keep a badly broken status quo, how can we ever expect to achieve best practice goals?

It's futile.

Nonetheless, I did a quick search and found a primary acceptable source to use as a guideline in building an optimal Animal Care infrastructure that I'm passing that hopefully assists for future reference.

I will use these data and methodology as a way to provide an approximate optimal staffing model for our County Commissioners to review for consideration, especially in light of the troubling developments mentioned above.

Team Shelter USA Facebook Page



Best Practice Animal Care Model Request

From Donna De Sopo <ddesopo@msn.com>
Date Thu 12/12/2024 12:21 PM
To Moore,Cameron <cameron.moore@ufl.edu>

Good afternoon Cameron,

I hope this message finds you well. I can't thank you enough for your assistance and guidance as we strive to achieve best practice goals for animals in Sumner County.

I have spoken with a number of county commissioners on the topic of "Best Practice Model".

Would like guidance on an Best Practice organizational chart knowing our county, the current facility, etc.

We need "Animal Care" as a separate department under the county with an Animal Control Director who oversees the operation and reports to the Mayor/County Commissioners.

What does an optimal staff look like? Number of people, titles, work responsibilities?

Thank you in advance for your help.

Sincerely,
Donna
615-828-6023



Eric Craddock
Chief Deputy

☎ 615-452-2610
🌐 WWW.SUMNERSHERIFF.COM
✉ ECraddock@sumnersheriff.com
📍 117 W. Smith St. Gallatin, TN 37066

From: Eric Craddock
Sent: Wednesday, September 11, 2024 3:30 PM
To: 'Eric Sittler' <esittler@sumnercountyttn.gov>; 'Steven Weiner' <sweiner@sumnercountyttn.gov>
Subject: FW: 09-11-2024 Policies Final Draft

Gentlemen,

The final animal control policy has been codified. Dr. Pizano has reviewed these and approved them.
Can you all read them and provide any legal concerns? I, too, am reading them for recommended changes.

Respectfully,



Eric Craddock
Chief Deputy

☎ 615-452-2610
🌐 WWW.SUMNERSHERIFF.COM
✉ ECraddock@sumnersheriff.com
📍 117 W. Smith St. Gallatin, TN 37066

From: James Spray <jspray@sumnersheriff.com>
Sent: Wednesday, September 11, 2024 1:01 PM
To: Eric Craddock <ecraddock@sumnersheriff.com>; Carl McCoy <CMCCOY@sumnersheriff.com>
Cc: Chris Tarlecky <CHRISTARLECKY@sumnersheriff.com>
Subject: 09-11-2024 Policies Final Draft

For your approval

Spray

 Outlook

Re: 09-11-2024 Policies Final Draft (Inmate Policy/Protocols)

From Donna De Sopo <ddesopo@msn.com>

Date Wed 10/16/2024 4:06 PM

To Eric Craddock <ecraddock@sumnersheriff.com>; tim.jones@sumnercountytn.gov <tim.jones@sumnercountytn.gov>; Terri Boyt <terri.boyt@sumnercountytn.gov>; Mary Genung <mary.genung@sumnercountytn.gov>; Diana Townsend <dianatownsend@bellsouth.net>

Cc Joe Matthews <JMATTHEWS@sumnersheriff.com>; Carl McCoy <CMCCOY@sumnersheriff.com>; Chris Tarlecky <CHRISTARLECKY@sumnersheriff.com>

Good afternoon Eric,

I hope this message finds you well.

Thank you again for providing policy/protocols.

The use of inmates are an integral part of the AC operation, which is not mentioned or included in the attachments.

Please send us this section as soon as able. I would like to review them at least a days out before we meet again.

Have a great week!

Sincerely,
Donna

From: Eric Craddock <ecraddock@sumnersheriff.com>

Sent: Friday, September 13, 2024 2:45 PM

To: tim.jones@sumnercountytn.gov <tim.jones@sumnercountytn.gov>; Terri Boyt <terri.boyt@sumnercountytn.gov>; Mary Genung <mary.genung@sumnercountytn.gov>; Donna DeSopo <ddesopo@msn.com>; Diana Townsend <dianatownsend@bellsouth.net>

Cc: Joe Matthews <JMATTHEWS@sumnersheriff.com>; Carl McCoy <CMCCOY@sumnersheriff.com>; Chris Tarlecky <CHRISTARLECKY@sumnersheriff.com>

Subject: FW: 09-11-2024 Policies Final Draft

Commissioner Jones,

These are the policies that were codified and reviewed by Dr. Pizano. Legal has recommended some generic changes like the general purpose.

I will give final review and approval on these in the coming days.

Respectfully,

 Outlook

RE: 09-11-2024 Policies Final Draft (Inmate Policy/Protocols)

From Eric Craddock <ecraddock@sumnersheriff.com>

Date Fri 10/18/2024 1:35 PM

To Donna De Sopo <ddesopo@msn.com>; tim.jones@sumnercountytn.gov <tim.jones@sumnercountytn.gov>; Terri Boyt <terri.boyt@sumnercountytn.gov>; Mary Genung <mary.genung@sumnercountytn.gov>; Diana Townsend <dianatownsend@bellsouth.net>

Cc Joe Matthews <JMATTHEWS@sumnersheriff.com>; Carl McCoy <CMCCOY@sumnersheriff.com>; Chris Tarlecky <CHRISTARLECKY@sumnersheriff.com>

Good Afternoon,

We do not have a policy for the use of inmates specific to animal control.

Respectfully,

Sheriff Eric Craddock

From: Donna De Sopo <ddesopo@msn.com>

Sent: Wednesday, October 16, 2024 4:07 PM

To: Eric Craddock <ecraddock@sumnersheriff.com>; tim.jones@sumnercountytn.gov; Terri Boyt <terri.boyt@sumnercountytn.gov>; Mary Genung <mary.genung@sumnercountytn.gov>; Diana Townsend <dianatownsend@bellsouth.net>

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Subject: Re: 09-11-2024 Policies Final Draft (Inmate Policy/Protocols)

Importance: High

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Have a great week!

Sincerely,
Donna

uchicago news

U.S. prison labor programs violate fundamental human rights, new report finds

Jun 16, 2022

Law School's Global Human Rights Clinic, ACLU examine coercion, exploitation in prison labor

Incarcerated workers generate billions of dollars worth of goods and services annually but are paid pennies per hour without proper training or opportunity to build skills for careers after release, according to a comprehensive nationwide report released by the University of Chicago Law School's Global Human Rights Clinic (<https://www.law.uchicago.edu/ghrc>) and the American Civil Liberties Union.

The first-of-its-kind report, *Captive Labor: Exploitation of Incarcerated Workers* (<https://www.aclu.org/report/captive-labor-exploitation-incarcerated-workers>), examines the use of prison labor throughout the U.S. and highlights how incarcerated workers' labor helps maintain prisons and provides vital public services. *Captive Labor* also calls for far-reaching reforms to ensure prison labor is truly voluntary and that incarcerated workers are paid fairly, properly trained, and able to gain transferable skills.

“As our report describes in detail, the labor conditions of incarcerated workers in many U.S. prisons violate the most fundamental human rights to life and dignity,” said Clinical Prof. Claudia Flores, the director of the Global Human Rights Clinic. “In any other workplace, these conditions would be shocking and plainly unlawful. The many incarcerated workers we interviewed told us story after story of inadequate equipment and training, punishments doled out if workers refused to labor, and an overall helplessness to a government institution functioning as both jailer and boss.”

Key findings include:

- Nearly two-thirds (65% percent) of incarcerated people report working behind bars—amounting to roughly 800,000 workers incarcerated in prisons.
- More than three quarters of incarcerated people surveyed (76%) report facing punishment—such as solitary confinement, denial of sentence reductions, or loss of family visitation—if they decline to work.
- Prison laborers are at the mercy of their employers. They have no control over their work assignments, are excluded from minimum wage and overtime protections, are unable to unionize, do not receive adequate training and equipment, and are denied workplace safety guarantees despite often dangerous working conditions.
- As a result, 64% of incarcerated workers surveyed report worrying about their safety while working; 70% percent say they received no formal job training; and 70% percent report not being able to afford basic necessities like soap and phone calls with prison labor wages.
- Incarcerated workers produce at least \$2 billion in goods and \$9 billion worth of prison maintenance services annually, but this number is not closely tracked and is likely much higher.
- Yet, most states pay incarcerated workers pennies per hour for their work. Seven states (Alabama, Arkansas, Florida, Georgia, Mississippi, South Carolina, and Texas) pay nothing for the vast majority of prison work. Other states pay on average between 15 and 52 cents per hour for

non-industry jobs. Prison laborers often see up to 80% of their paycheck withheld for taxes, “room and board” expenses, and court costs.

- More than 80% percent of prison laborers do general prison maintenance, which subsidizes the cost of our bloated prison system. Other tasks represent less than 10% percent of work assignments, including: public works projects (like road repair, natural disaster assistance, forestry work, and maintenance of parks, schools, and government offices); state prison industries, agricultural work, and coveted private company work assignments.

“The labor conditions of incarcerated workers in many U.S. prisons violate the most fundamental human rights to life and dignity.”

—Clinical Prof. Claudia Flores

“The United States has a long, problematic history of using incarcerated workers as a source of cheap labor and to subsidize the costs of our bloated prison system,” said Jennifer Turner, principal human rights researcher with the ACLU’s Human Rights Program. “Incarcerated workers are stripped of even the most minimal protections against labor exploitation and abuse. They are paid pennies for their work even as they produce billions of dollars for states and the federal government. It’s past time we treat incarcerated workers with dignity. If states and the federal government can afford to incarcerate 1.2 million people, they can afford to pay them fairly for their work.”

The exploitation of incarcerated workers is rooted in the “exception clause” to the 13th Amendment, which bars slavery *except for people who have been convicted of crimes*. In many states—and in the United States Constitution—exception clauses allow for workers in prisons to be exploited, underpaid, and excluded from workplace safety protection laws. Worse, the exception clause in the 13th Amendment disproportionately encouraged the criminalization and re-enslavement of Black people during the Jim Crow era, and we still feel the impacts of this systemic racism to this day in the disproportionate incarceration of Black and Brown community members.

To combat the exploitation of incarcerated workers, the report makes several recommendations, including:

- Ensure that all work in prisons is fully voluntary by eliminating any laws and policies that punish incarcerated people who are unable or unwilling to work.
- Allow incarcerated workers the same labor protections afforded to other workers in the United States, including minimum wage, health and safety standards, unionization, protection from discrimination, and speedy access to redress when their rights are violated.
- Institute comprehensive safety and training programs for all work assignments in correctional institutions.
- Invest in prison work programs that provide incarcerated workers with marketable skills and training that will help them to find employment after release and eliminate barriers to employment after release.
- Amend the US Constitution to abolish the 13th Amendment’s exclusion that allows slavery and involuntary servitude as punishment for a crime.

Captive Labor: Exploitation of Incarcerated Workers comes more than two years into the COVID-19 pandemic, during which incarcerated workers faced especially brutal working conditions and yet were denied early access to vaccines in 16 states. Incarcerated people were forced to produce masks, hand sanitizer, and other personal protective equipment. Others were forced to launder bed sheets and gowns from hospitals treating COVID patients, transport bodies, and dig graves. Many report being forced to continue working but not able to have visitors and having their parole date pushed back if they refuse to work. More than a third of incarcerated people have contracted COVID-19 since the pandemic started and more than 3,000 have died.

“The U.S. prison system claims to offer rehabilitation to its population, but prison labor programs do just the opposite.”

—Lect. Mariana Olaizola Rosenblat

“The U.S. prison system claims to offer rehabilitation to its population, but prison labor programs do just the opposite: they degrade, dehumanize and further cripple incarcerated workers,” said Mariana Olaizola Rosenblat, a UChicago lecturer in law and fellow at the Global Human Rights Clinic. “The many incarcerated workers we interviewed voiced a strong desire to engage productively in society under dignified conditions. It's time for the U.S. government and prison authorities to give them this chance, not merely rhetorically but in practice.”

The Law School's Global Human Rights Clinic partners with human rights and civil rights organizations around the world to conduct investigations, develop strategies, and advocate for human rights before international, national, and local decision makers and stakeholders.

The *Captive Labor* report reflects the work of three generations of GHRC students, faculty and staff. From 2018 to 2022, the clinic team conducted extensive research and completed drafting of a report highlighting the violations of the human rights of incarcerated workers in the United States. They analyzed state and federal laws, policies, and practices that result in these violations of international human rights standards, and detailed the multiple exploitative aspects of prison labor as recounted by incarcerated workers themselves. The clinic also provided a set of recommendations for federal, state and local governments, state departments of corrections, the Federal Bureau of Prisons, correctional authorities, and private companies involved in prison labor.

In addition to contributing to the drafting and research of the report, the clinic filed FOIA requests in 50 states, surveyed more than 100 workers currently behind bars in three states (Illinois, Louisiana and California), completed a fact-finding trip to Louisiana in March 2020, and conducted 65 interviews with key stakeholders including experts, formerly incarcerated individuals, representatives of advocacy organizations, academics, and leaders of reentry organizations across the country.

—*This story was first published by the [University of Chicago Law School](https://www.law.uchicago.edu/news/new-global-human-rights-clinic-report-finds-coercion-and-exploitation-center-prison-labor) (<https://www.law.uchicago.edu/news/new-global-human-rights-clinic-report-finds-coercion-and-exploitation-center-prison-labor>)*

Yes, the Tennessee Constitution bans slavery and involuntary servitude, and prohibits using them as punishment for crime:

- **Tennessee Constitutional Amendment 3**

On November 8, 2022, Tennessee voters approved Amendment 3, which amended Article I, Section 33 of the Tennessee Constitution. The amendment:

- Removed language that allowed slavery and involuntary servitude as criminal punishments
- Added the statement, "Slavery and involuntary servitude are forever prohibited in this state"
- Added the exception, "Except as punishment for a person who has been duly convicted of crime"
- **Effect on prison labor**

The amendment could make involuntary offender labor unlawful. However, the Tennessee Department of Correction (TDOC) requested that the amendment include language that would not prevent incarcerated people from working.

- **Comparison to the 13th Amendment**

The 13th Amendment to the United States Constitution also prohibits slavery and involuntary servitude, except as punishment for crime.

[https://ballotpedia.org/Tennessee Constitutional Amendment 3, Remove Slavery as Punishment for Crime from Constitution Amendment \(2022\)#:~:text=Tennessee%20Constitutional%20Amendment%203%2C%20the,The%20measure%20was%20approved.](https://ballotpedia.org/Tennessee_Constitutional_Amendment_3,_Remove_Slavery_as_Punishment_for_Crime_from_Constitution_Amendment_(2022)#:~:text=Tennessee%20Constitutional%20Amendment%203%2C%20the,The%20measure%20was%20approved.)

AC should be a standalone department

- **Inmates are NOT free**
- **Inmates use results in a law enforcement model that hinders best practice goals and outcomes**

AC should not use inmates:

- **Escape:** Inmates may try to escape, especially high risk ones. They may bring small objects to pick handcuffs or try to assault or kill officers or bystanders.
- **Suicide:** Inmates may try to commit suicide during transport.
- **Illness:** Inmates may fall ill during transport, and some may even die before officers notice
- **Chaos:** Inmates who don't intend to escape may still cause chaos.
- Lock downs happen and no one to care for animals
- Inmate illness no one can care for the animals
- During Covid no one could get out
- Inmate boyfriends pretend to adopt and have had sex with inmates in the dog pen area
- Limits pool of people who can do the work when running same background check as if working for the sheriff department law enforcement tasks
- High costs of deputies to babysit the inmates
 - Not always there to oversee (I can attest to this)
 - More COSTS: Van, gas, time, miles
- High risk during transport
- Contraband
- Risk of abusing animals

Barriers to adoption

- Doors always locked
- Can't bring in family
- Public can't be present when inmates are present
- Hinders adoption opportunities
- Lose opportunities to adopt and keep animals from being in the shelter
- Can't do volunteer programs
- Can't adopt animals quickly

When transporting an inmate, a correctional officer is at a heightened risk of danger due to the unpredictable nature of the situation, requiring constant vigilance and consideration of potential threats from the inmate, external parties, or even the environment itself, making it a highly vulnerable position with many factors to monitor and manage. Key points about the vulnerability of transporting an inmate:

- **Potential for escape attempts:**

An inmate might try to flee during transport, especially if they see an opportunity due to a lapse in security or a distraction.

- **Risk of assault:**

Inmates may become aggressive or violent towards the officer during transport.

- **Contraband concerns:**

The officer needs to be aware of the possibility of the inmate concealing contraband on their person or attempting to smuggle it into the vehicle.

- **External threats:**

Individuals associated with the inmate might try to intervene during transport to facilitate an escape or harm the officer.

- **Limited control:**

Once in the transport vehicle, the officer has limited ability to react to sudden changes or dangerous situations.

What officers need to consider during transport:

- **Inmate behavior:**

Continuously monitoring the inmate's actions and body language to identify potential threats.

- **Security measures:**

Ensuring proper restraints are applied and the vehicle is secured.

- **Route planning:**

Selecting safe and well-traveled routes with contingency plans for unexpected situations.

- **Communication:**

Maintaining clear communication with dispatch and other officers regarding the transport status.

- **Search procedures:**

Thoroughly searching the inmate and transport vehicle before and after transport to prevent contraband.

You are very vulnerable when you are transporting an inmate. There is a lot to think about.

Your department probably transports inmates outside of your jail several times a day without incident.

But, because it happens so frequently, it's easy for complacency to set in. "I've done it a hundred times. We've never had a problem." This complacency can turn a routine transport into a disaster.

You are very vulnerable when you are transporting an inmate. There is a lot to think about.

You should always be concerned with contraband during transport. You should be following your department's policy. Search the transport vehicle and the inmate before and after the transport.

You should make a comprehensive transport plan.

Include primary routes and alternate routes.

Decide in advance how the inmate will be restrained.

Limit communication with the inmate about the transport. Does the inmate know where they are going? Or when? Have they had access to a telephone in the housing unit?

Who outside the facility knows about the transport?

Make contingency plans. What will you do if you get into an accident? Or if you get a flat tire?

Consider external threats as well. There may be someone seeking the opportunity to intervene on your transport to harm your inmate or to launch an escape attempt.

No matter how many times they have gone off without a hitch, remember that transports are high-risk activities. It's important to actively resist complacency.

Remain vigilant. Plan and prepare. Things could go wrong when you least expect it.

And that's Today's Tip from Lexipol. Gordon Graham signing off.

www.lexipol.com

Inmates transporting other inmates is a high-risk activity that can pose many dangers, including:

- **Escape:** Inmates may try to escape, especially those who are considered high risk. They may bring small objects to pick their handcuffs or try to assault or kill officers or bystanders.
- **Suicide:** Inmates may try to commit suicide during transport.
- **Illness:** Inmates may fall ill during transport, and some may even die before officers notice.
- **Chaos:** Inmates who don't intend to escape may still cause chaos.
-

To reduce the risk of transporting inmates, agencies can:

- **Use specially-designed vehicles**

These vehicles are modified to make it harder for inmates to escape, such as by removing window cranks and door handles from the rear compartment.

- **Use technology**

Vehicles can be equipped with cameras, microphones, and speakers to allow officers to monitor and communicate with inmates.

- **Take extra security measures**

This can include additional restraints, more secure vehicles, and escorts from additional law enforcement agents.

- **Start transports at night**

This can help minimize the chance of harm to civilians.


- **Select and train officers carefully**

Officers should be properly selected and trained for the risks of transporting inmates.

- **Plan and prepare**

Transports are high-risk activities, so it's important to remain vigilant and plan and prepare.


Inmates are classified as high risk, high value, or high profile based on their charges, history, and affiliations.



Sexual Harassment in the Workplace


Learning Objectives

- Definition of sexual harassment
- Learning the different types of sexual harassment
- Identifying sexual harassment
- Steps to filing a complaint



Definition


- Unwelcome verbal, visual, or physical conduct of a sexual nature that is severe or pervasive and affects working conditions or creates a hostile work environment.



Equal Rights Advocates

Breaking down the definition : "Conduct"

- Conduct is NOT sexual harassment if it is welcome. For this reason, it is important to communicate (either verbally or in writing) to the harasser that the conduct makes you uncomfortable and you want it to stop.



Equal Rights Advocates

“Of a Sexual Nature”

- **Verbal/Written:** Comments about clothing, personal behavior, or a person's body; sexual or sex-based jokes; requesting sexual favors or repeatedly asking a person out; sexual innuendoes; telling rumors about a person's personal or sexual life; threatening a person, sending emails or text messages of a sexual nature
- **Physical:** Assault; impeding or blocking movement; inappropriate touching of a person or a person's clothing; kissing, hugging, patting, stroking



Equal Rights Advocates

“Of A Sexual Nature”

- **Nonverbal:** Looking up and down a person's body; derogatory gestures or facial expressions of a sexual nature; following a person
- **Visual:** Posters, drawings, pictures, screensavers, emails or text of a sexual nature



Of a Non-Sexual Nature

- **** Non-sexual conduct may also be sexual harassment if you are harassed because you are female, rather than male, or because you are male, rather than female.**
- For example, it may be sexual harassment if you are a woman working as a carpenter on an all-male job, and you are the only one whose tools are frequently hidden by your male co-workers.

Equal Rights Advocates

“Severe or Pervasive”

- The conduct of the harasser must be either severe or pervasive to be classified as sexual harassment.
- Although a single unwanted request for a date or one sexually suggestive comment might offend you and/or be inappropriate, it may not be sexual harassment. However, a number of relatively minor separate incidents may add up to sexual harassment if the incidents affect your work environment.

Equal Rights Advocates

Questions to ask yourself:



- How many times did the incidents occur?
- How long has the harassment been going on?
- How many others have been sexually harassed?
- Who were witnesses to the harassment?

“Affects working conditions or creates a hostile work environment”

- It may be sexual harassment if the conduct unreasonably interferes with your work performance or creates an "intimidating, hostile, or offensive work environment."
- For example, it may be sexual harassment if repeated sexual comments make you so uncomfortable at work that your performance suffers or you decline professional opportunities because it will put you in contact with the harasser.

Equal Rights Advocates

Types of Sexual Harassment

- Quid Pro Quo
("This for that")
A person in a position of authority, typically a supervisor, demands sexual favors as a condition to getting or keeping a job benefit.



Barry S Roberts

Hostile Work Environment

- Verbal, physical or visual forms of harassment, that are sexual in nature, "sufficiently severe, persistent, or pervasive" and unwelcome fall under the category of Hostile Environment Sexual Harassment.
- A single, severe incident, such as a sexual assault, could create a hostile environment. More commonly, a "hostile environment" is created by a series of incidents.

Equal Rights Advocates

Examples of Sexual Harassment

- Unwanted jokes, gestures, offensive words on clothing, and unwelcome comments and witty responses.
- Touching and any other bodily contact such as scratching or patting a coworker's back, grabbing an employee around the waist, or interfering with an employee's ability to move.
- Repeated requests for dates that are turned down or unwanted flirting.



Equal Rights Advocates

Examples of Sexual Harassment

- Transmitting or posting emails, texts, or pictures of a sexual or other harassment-related nature.
- Displaying sexually suggestive objects, pictures, or posters.
- Playing sexually suggestive music.



Filing a Complaint

If an individual believes that Sumner County Jail's Harassment Policy has been violated, the person must report the incident to the Sheriff, the Jail Administrator, the Assistant Jail Administrator or the County Executive. The information surrounding the incident will be kept as confidential as possible. An investigation will be promptly made and the complaining individual will be advised of the results of the investigation and of the action Sumner County Jail takes with respect to the complaint. If the offending person is an employee, discipline, up to and including termination, may be imposed.

Quiz

<https://secure.rutherfordcountyttn.gov/sh>

Sexual Harassment



Unwelcome verbal, visual, or physical conduct of a sexual nature that is severe or pervasive and affects working conditions or creates a hostile work environment.



RENDERING BY THE

Summer County Sheriff's Office

"Conduct"

Conduct is NOT sexual harassment if it is welcome. For this reason, it is important to communicate (either verbally or in writing) to the harasser that the conduct makes you uncomfortable and you want it to stop.



Just stop

Summer County Sheriff's Office

"Of A Sexual Nature"



Nonverbal: Looking up and down a person's body; derogatory gestures or facial expressions of a sexual nature; following a person

Visual: Posters, drawings, pictures, screensavers, emails or text of a sexual nature



RENDERING BY THE

Summer County Sheriff's Office

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Summer County Sheriff's Office

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Sumner County Sheriff's Office



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Sumner County Sheriff's Office



“Affects working conditions or creates a hostile work environment”



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Sumner County Sheriff's Office



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Sumner County Sheriff's Office



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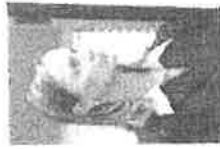
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Sumner County Sheriff's Office



EXAMPLES

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Sumner County Sheriff's Office



Filing a Complaint



If an individual believes that Sumner County Jail's Harassment Policy has been violated, the person must report the incident to Internal Affairs, Sheriff, Chief Deputy, Jail Administrator, Jail Captains or the County Executive.

The information surrounding the incident will be kept as confidential as possible. An investigation will be promptly made and the complaining individual will be advised of the results of the investigation and of the action Sumner County Jail takes with respect to the complaint. If the offending person is an employee, discipline, up to and including termination, may be imposed.

Sumner County Sheriff's Office





RE: Public Record Requests (PDF of 3 requests plus ID)

From Jessica Kent <jkent@sumnercountytn.gov>

Date Fri 12/20/2024 1:11 PM

To Donna De Sopo <d-desopo@msn.com>

Cc PRR@sumnercountytn.gov <PublicRecordsRequest@sumnercountytn.gov>

■ 2 attachments (482 KB)

0616_001.pdf; Sumner County Animal Control Division Employees Job Descriptions.pdf;

Good afternoon,

Please see the attached records in response to your public records requests for sexual harassment training protocols/materials and list of animal control employees/job descriptions. The records in response to your request for the employee file for Mr. Singleton cannot be released at this time due to an open investigation. That request is denied for that reason. You are welcome to resubmit your request at a later date.

Sincerely,

Jessica Kent
Paralegal
Office of the Sumner County Law Director
355 N. Belvedere Drive
Room 303
Gallatin, Tennessee 37066
jkent@sumnercountytn.gov
Phone: (615) 451-6060, Ext. 1065
Fax: (615) 451-+6061



From: Donna De Sopo <d-desopo@msn.com>

Sent: Friday, December 13, 2024 1:43 PM

To: PRR@sumnercountytn.gov <PublicRecordsRequest@sumnercountytn.gov>

Subject: Public Record Requests (PDF of 3 requests plus ID)

Importance: High

Good afternoon Jessica,

I hope this email finds you well.

Please find attached 3 completed public record request forms and my ID.

If you need additional information, let me know.

Please advise when my PPRs are ready for inspection and review.

Thank you,

Donna
615-828-6023

PUBLIC RECORDS REQUEST FORM

The Tennessee Public Records Act (TPRA) grants Tennessee citizens the right to access open public records that exist at the time of the request. The TPRA does not require Records Custodians to compile information or create or recreate records that do not exist.

To: Sumner County
Attn: Jessica Kent
355 North Belvedere Dr., Suite 303
Gallatin, TN 37066
615-451-6060
PRR@sumnercountyttn.gov

From: Requestor Name: Diana De Sopo
Address: 101 Chambliss Court
Hendersonville, TN
E-Mail: 615-828-6023
Phone Number: Jde.sopo @ MSP.com

Is the requestor a Tennessee citizen? Yes No

*If yes, please include proof of TN citizenship (e.g. Copy of Driver's License, Utility Bill)

Request: Inspection (The TPRA does not permit fees or require a written request for inspection only.¹)
 Copy/Duplicate

If costs for copies are assessed, the requestor has a right to receive an estimate. Do you wish to waive your right to an estimate and agree to pay copying and duplication costs in an amount not to exceed \$ _____? If so, initial here: _____

Delivery preference: On-Site Pick-Up USPS First-Class Mail
 Electronic Other: _____

Records Requested:

Please provide a detailed description of record(s) requested. Under TPRA, record requests must be sufficiently detailed to enable a governmental entity to identify the specific records sought. As such, your record request must provide enough detail to enable the Records Custodian responding to the request to identify the specific records you are seeking.

1. Type of record(s): Employee file of Jeremy Michael Singleton
2. Timeframe or dates: From date of hire to date of termination
3. Subject matter, contents, or key words related to the record(s): _____

[Signature]
Signature of Requestor & Date Submitted

Signature of Public Records Request Coordinator & Date Received

¹ Note, Tenn. Code Ann. § 10-7-504(a)(20)(C) permits charging for redaction of private records of a utility.

PUBLIC RECORDS REQUEST FORM

The Tennessee Public Records Act (TPRA) grants Tennessee citizens the right to access open public records that exist at the time of the request. The TPRA does not require Records Custodians to compile information or create or recreate records that do not exist.

To: Sumner County
Attn: Jessica Kent
355 North Belvedere Dr., Suite 303
Gallatin, TN 37066
615-451-6060
PRR@sumnercountyttn.gov

From: Requestor Name: Donna De Sopo
Address: 101 Chambliss Court
Hendersonville, TN
E-Mail: ddesopo@msn.com
Phone Number: 615-828-6023

Is the requestor a Tennessee citizen? Yes No

*If yes, please include proof of TN citizenship (e.g. Copy of Driver's License, Utility Bill)

Request: Inspection (The TPRA does not permit fees or require a written request for inspection only.¹)
 Copy/Duplicate

If costs for copies are assessed, the requestor has a right to receive an estimate. Do you wish to waive your right to an estimate and agree to pay copying and duplication costs in an amount not to exceed \$ _____? If so, initial here: _____

Delivery preference: On-Site Pick-Up USPS First-Class Mail
 Electronic Other: _____

Records Requested:

Please provide a detailed description of record(s) requested. Under TPRA, record requests must be sufficiently detailed to enable a governmental entity to identify the specific records sought. As such, your record request must provide enough detail to enable the Records Custodian responding to the request to identify the specific records you are seeking.

1. Type of record(s): Employee file of Jeremy Michael Singleton
2. Timeframe or dates: From date of hire to date of termination
3. Subject matter, contents, or key words related to the record(s):
Any and all records regarding employee Singleton with a focus on upfront training employee including any and all complaints against actions taken to reprimand, train, et al from hire to termination.

[Signature]
Signature of Requestor & Date Submitted 12/13/24

Signature of Public Records Request Coordinator & Date Received

¹ Note, Tenn. Code Ann. § 10-7-504(a)(20)(C) permits charging for redaction of private records of a utility.

Sumner County Animal Control Division Employees

- **Lieutenant Chris Tarlecky 09/2021 – Present**
- **Deputy Glenn Baun: 01/2018 – 08/2022 (no longer employed)**
- **Deputy Stephen McNeil: 10/2022 – 05/2023 (no longer assigned)**
- **Deputy Hunter Garrison: 04/2023 – Present**
- **Deputy James Spray: 05/2023 – Present**
- **Deputy Jordan Combs: 03/2024 – Present**
- **Clerk Rebecca Lester: 04/2021 – Present**
- **Clerk Katherine Hughes: 04/2022 – Present**
- **Part Time Clerk Kendall Liles: 12/2024 – Present (Part Time Only)**

Job Descriptions Below:

Lieutenant/Sergeant

May be required to be P.O.S.T. or T.C.I. certified, depending on the assignment. The immediate supervisor of employees under his/her command. Ensures policies and procedures are followed and to notify his/her immediate supervisor of situations or circumstances of concern. May be responsible for scheduling subordinates' work hours and submitting accurate timesheet information. Depending on assignment, the Lieutenant/Sergeant may be responsible for obeying and enforcing the laws of Sumner County, the State of Tennessee, and the United States of America. All other like duties as assigned.

Deputy

Required to be P.O.S.T. certified as prescribed by law. Responsible for responding to and investigating routine calls for service. Performs and/or assists with criminal investigations, presenting evidence, and interviewing victims and witnesses. Responsible for maintaining duty certification and keeping abreast of current laws, rules, regulations, and policies. Responsible for obeying and enforcing the laws of Sumner County, the state of Tennessee, and the United States of America. Must possess a valid Tennessee operator's license. All other like duties as assigned. Deputies are responsible for serving criminal warrants.

Clerical

General duties may include but are not limited to reports, filing, telecommunications, correspondence, computer input and retrieval, and general office duties. All other like duties as assigned. Required to keep safe and maintain the official records of the Sumner County Sheriff's Office. Required to receive and maintain certifications associated with the position (such as T.I.B.R.S. or T.O.M.I.S.). All other like duties as assigned.

All Employees

Responsible for following all Sheriff's Office, Sumner County, State of Tennessee, and United States of America laws, rules, regulations, policies, and applicable procedures. Maintain professional attitude, appearance, and demeanor while discharging their duties.

Note: DTF, K-9, SWAT, DIVERS, SRO, FTO, Dare, Firearms Instructors, Negotiators, and other similar assignments are voluntary assignments subject to appointment by the Sheriff. The Sheriff may remove an employee from any specialized assignment at any time.

All employees, regardless of assignment, must exhibit specific physical attributes to provide adequate service to the citizens of Sumner County.

Vocal communication is required for conveying detailed or important instructions to others accurately, loudly, or quickly; hearing is required to receive detailed information through oral communications and/or to make fine distinctions in sound; and visual acuity is required for night vision, peripheral vision, preparing and analyzing written computer data, and visual inspection involving small defects and/or small parts. Must possess a valid Tennessee operator's license. Required to work indoors and outdoors with the possibility of exposure to adverse weather conditions and hazardous or extremely dangerous situations.

Other physical requirements include: this job may require lifting objects that exceed 50

lbs., with frequent lifting and/or carrying of objects weighing up to 25 lbs. Other physical demands that may be required are as follows:

- 1) Running,
- 2) Jumping,
- 3) Bending,
- 4) Stooping and/or kneeling,
- 5) Prolonged standing,
- 6) Climbing,
- 7) Crawling,
- 8) Squatting,
- 9) Pushing and/or pulling,
- 10) Reaching.

PUBLIC RECORDS REQUEST FORM

The Tennessee Public Records Act (TPRA) grants Tennessee citizens the right to access open public records that exist at the time of the request. The TPRA does not require Records Custodians to compile information or create or recreate records that do not exist.

To: Sumner County
Attn: Jessica Kent
355 North Belvedere Dr., Suite 303
Gallatin, TN 37066
615-451-6060
PRR@sumnercountyttn.gov

From: Requestor Name: Donna De Sopo
Address: 101 Chambliss Court
Hendersonville, TN
E-Mail: ddesopo@msn.com
Phone Number: 615-828-6023

Is the requestor a Tennessee citizen? Yes No

*If yes, please include proof of TN citizenship (e.g. Copy of Driver's License, Utility Bill)

Request: Inspection (The TPRA does not permit fees or require a written request for inspection only.¹)

Copy/Duplicate

If costs for copies are assessed, the requestor has a right to receive an estimate. Do you wish to waive your right to an estimate and agree to pay copying and duplication costs in an amount not to exceed \$ _____? If so, initial here: _____

Delivery preference: On-Site Pick-Up USPS First-Class Mail
 Electronic Other: _____

Records Requested:

Please provide a detailed description of record(s) requested. Under TPRA, record requests must be sufficiently detailed to enable a governmental entity to identify the specific records sought. As such, your record request must provide enough detail to enable the Records Custodian responding to the request to identify the specific records you are seeking.

1. Type of record(s): List of all employees and job descriptions working animal control

2. Timeframe or dates: From January 2022 to current date

3. Subject matter, contents, or key words related to the record(s):
Employees include but not limited any and all superiors, deputies, correctional officers,
administrative positions

Signature of Requestor & Date Submitted

Signature of Public Records Request Coordinator & Date Received

¹ Note, Tenn. Code Ann. § 10-7-504(a)(20)(C) permits charging for redaction of private records of a utility.

PUBLIC RECORDS REQUEST FORM

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Gallatin, TN 37066
615-451-6060
PRR@sumnercountyttn.gov

From: Requestor Name: Donna De Sopo
Address: 101 Chambliss Court
Hendersonville, TN
E-Mail: ddesopo@msn.com
Phone Number: 615-828-6023

Is the requestor a Tennessee citizen? Yes No

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Records Requested:

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1. Type of record(s): Sexual harassment training protocols and materials
2. Timeframe or dates: January 2020 to current date
3. Subject matter, contents, or key words related to the record(s): Any and all materials pertaining to sexual harassment training for any and all employees of the county Sheriff's department


Signature of Requestor & Date Submitted

12/13/24
Signature of Public Records Request Coordinator & Date Received

¹ Note, Tenn. Code Ann. § 10-7-504(a)(20)(C) permits charging for redaction of private records of a utility.

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Attn: Jessica Kent
355 North Belvedere Dr., Suite 303
Gallatin, TN 37066
615-451-6060
PRR@sumnercountyttn.gov

From: Requestor Name: Donna De Sopo
Address: 101 Chambliss Court
Hendersonville, TN
E-Mail: ddesopo@msn.com
Phone Number: 615-828-6023

Is the requestor a Tennessee citizen? Yes No

*If yes, please include proof of TN citizenship (e.g. Copy of Driver's License, Utility Bill)

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1. Type of record(s): All emails from Sheriff's dept. to commissioners for complaints & lawsuits
2. Timeframe or dates: From January 2022 to current date
3. Subject matter, contents, or key words related to the record(s):
Complaints, inmates, lawsuit, animal control, harrasment, sexual harrasment, abuse
Any and all emails from Sheriff's department to commissioners about any and all lawsuits and complaints. All emails from commissioners to Sheriff's department regarding the same

Signature of Requestor & Date Submitted 

Signature of Public Records Request Coordinator & Date Received

¹Note, Tenn. Code Ann. § 10-7-504(a)(20)(C) permits charging for redaction of private records of a utility.

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Gallatin, TN 37066
615-451-6060
PRR@sumnercountyttn.gov

From: Requestor Name: Donna De Sopo
Address: 101 Chambliss Court
Hendersonville, TN
E-Mail: ddesopo@msn.com
Phone Number: 615-828-6023

Is the requestor a Tennessee citizen? Yes No

*If yes, please include proof of TN citizenship (e.g. Copy of Driver's License, Utility Bill)

Request: Inspection (The TPRA does not permit fees or require a written request for inspection only.¹)
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Delivery preference: On-Site Pick-Up USPS First-Class Mail
 Electronic Other: _____

Records Requested:

Please provide a detailed description of record(s) requested. Under TPRA, record requests must be sufficiently detailed to enable a governmental entity to identify the specific records sought. As such, your record request must provide enough detail to enable the Records Custodian responding to the request to identify the specific records you are seeking.

- Type of record(s): Any and all written protocols & training for the transportation of inmates
- Timeframe or dates: From January 2020 to current date
- Subject matter, contents, or key words related to the record(s): All written protocols for the transportation of inmates and training requirements


Signature of Requestor & Date Submitted

Signature of Public Records Request Coordinator & Date Received

¹ Note, Tenn. Code Ann. § 10-7-504(a)(20)(C) permits charging for redaction of private records of a utility.

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From: Requestor Name: Donna De Sopo
Address: 101 Chambliss Court
Hendersonville, TN
E-Mail: ddesopo@msn.com
Phone Number: 615-828-6023

Is the requestor a Tennessee citizen? Yes No

*If yes, please include proof of TN citizenship (e.g. Copy of Driver's License, Utility Bill)

Request: Inspection (The TPRA does not permit fees or require a written request for inspection only.¹)

Copy/Duplicate

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Delivery preference: On-Site Pick-Up USPS First-Class Mail
 Electronic Other: _____

Records Requested:

Please provide a detailed description of record(s) requested. Under TPRA, record requests must be sufficiently detailed to enable a governmental entity to identify the specific records sought. As such, your record request must provide enough detail to enable the Records Custodian responding to the request to identify the specific records you are seeking.

1. Type of record(s): All emails from Sheriff's depart. to mayor about all complaints & lawsuits
2. Timeframe or dates: From January 2022 to current date
3. Subject matter, contents, or key words related to the record(s):
Complaints, inmates, lawsuit, animal control, harrasment, sexual harrasment, abuse
Any and all emails from Sheriff's department to mayor about any and all lawsuits and/or
complaints. All emails from mayor to Sheriff's department regarding the same


Signature of Requestor & Date Submitted 12/23/24

Signature of Public Records Request Coordinator & Date Received

¹ Note, Tenn. Code Ann. § 10-7-504(a)(20)(C) permits charging for redaction of private records of a utility.

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From: Requestor Name: Donna De Sopo
Address: 101 Chambliss Court
Hendersonville, TN
E-Mail: ddesopo@msn.com
Phone Number: 615-828-6023

Is the requestor a Tennessee citizen? Yes No

*If yes, please include proof of TN citizenship (e.g. Copy of Driver's License, Utility Bill)

Request: Inspection (The TPRA does not permit fees or require a written request for inspection only.¹)
 Copy/Duplicate


If costs for copies are assessed, the requestor has a right to receive an estimate. Do you wish to waive your right to an estimate and agree to pay copying and duplication costs in an amount not to exceed \$ _____? If so, initial here: _____

Delivery preference: On-Site Pick-Up USPS First-Class Mail
 Electronic Other: _____

Records Requested:

Please provide a detailed description of record(s) requested. Under TPRA, record requests must be sufficiently detailed to enable a governmental entity to identify the specific records sought. As such, your record request must provide enough detail to enable the Records Custodian responding to the request to identify the specific records you are seeking.

1. Type of record(s): Any and all complainst, case#s, lawsuits made against animal control
2. Timeframe or dates: From January 2020 to current date
3. Subject matter, contents, or key words related to the record(s):
Complaints, inmates, lawsuit, animal control, harrassment, sexual harrassment, abuse
case number, circuit court, plaintiffs, defendants



Signature of Requestor & Date Submitted

Signature of Public Records Request Coordinator & Date Received

¹ Note, Tenn. Code Ann. § 10-7-504(a)(20)(C) permits charging for redaction of private records of a utility.

PUBLIC RECORDS REQUEST FORM

The Tennessee Public Records Act (TPRA) grants Tennessee citizens the right to access open public records that exist at the time of the request. The TPRA does not require Records Custodians to compile information or create or recreate records that do not exist.

To: Sumner County
Attn: Jessica Kent
355 North Belvedere Dr., Suite 303
Gallatin, TN 37066
615-451-6060
PRR@sumnercountyttn.gov

From: Requestor Name: Donna De Sopo
Address: 101 Chambliss Court
Hendersonville, TN
E-Mail: ddesopo@msn.com
Phone Number: 615-828-6023

Is the requestor a Tennessee citizen? Yes No

*If yes, please include proof of TN citizenship (e.g. Copy of Driver's License, Utility Bill)

Request: Inspection (The TPRA does not permit fees or require a written request for inspection only.¹)
 Copy/Duplicate

If costs for copies are assessed, the requestor has a right to receive an estimate. Do you wish to waive your right to an estimate and agree to pay copying and duplication costs in an amount not to exceed \$ _____? If so, initial here: _____

Delivery preference: On-Site Pick-Up USPS First-Class Mail
 Electronic Other: _____

Records Requested:

Please provide a detailed description of record(s) requested. Under TPRA, record requests must be sufficiently detailed to enable a governmental entity to identify the specific records sought. As such, your record request must provide enough detail to enable the Records Custodian responding to the request to identify the specific records you are seeking.

- Type of record(s): All CAD log reports of transporting inmates to and from animal control
- Timeframe or dates: From January 2022 to current date
- Subject matter, contents, or key words related to the record(s): Log report of the names and gender of the inmates and names of whoever transported them to and from animal control. Include the mileage to and from facility, dates and times of transport and notes of any and/all problems that occurred at onset, during and end of transport

Signature of Requestor & Date Submitted

Signature of Public Records Request Coordinator & Date Received

¹ Note, Tenn. Code Ann. § 10-7-504(a)(20)(C) permits charging for redaction of private records of a utility.

December 2024

Total Deposits: \$42,031.80

(one disbursement for December: for Animal Control - Deposit Refund)

Calls for Service: 5,412 (Report is attached)

Sumner County Sheriff's Office – Arrests: Report is attached

Jail - Average Daily Population: 775

Warrants--Civil & Criminal:

- Criminal Warrants received from December 1st, 2024 through December 31st, 2024.....1,314
- Criminal Warrants served from December 1st, 2024 through December 31st, 2024.....1,300

- Civil Warrants received from December 1st, 2024 through December 31st, 2024.....609
- Civil Warrants served from December 1st, 2024 through December 31st, 2024.....759

Vacancies:

- Deputy Sheriff (Patrol): 3 vacancies (to include 1-Sergeant position & 2-Deputy positions)
- Deputy Sheriff (SRO): 4 vacancies
- Court Officer/Deputy: 7 vacancies
- Part-Time Positions: 4 vacancies
- Animal Control (Part-Time): 1 vacancy
- Correctional Officer: 34 vacancies (see next bullet)
 - Including 1 position filled as of 01/06/2025

Calls for Service - December 2024

Problem Type	Priority						Total
	N/A	1	2	3	4	99	
Unknown	411	0	0	0	0	0	411
911 HANG UP	0	0	0	47	0	0	47
911 MISDIAL	0	0	73	0	0	0	73
911 MISDIRECT	1	0	0	13	0	0	14
911 OPEN LINE	0	0	35	0	0	0	35
ABANDONED VEHICLE	0	0	0	8	0	0	8
ABUSE INVESTIGATION	0	0	0	0	0	0	0
ACCIDENT INJURY	0	51	0	0	0	0	51
ACCIDENT INJURY HIT/RUN	0	1	0	0	0	0	1
ACCIDENT PROPERTY	0	0	112	0	0	0	112
ACCIDENT PROPERTY HIT/RUN	0	0	6	0	0	0	6
ACCIDENT SERIOUS INCIDENT	0	11	0	0	0	0	11
ACTIVE SHOOTER	0	0	0	0	0	0	0
ADMINISTRATIVE INVESTIGATION	0	0	0	0	0	0	0
AIRCRAFT EMERGENCY	0	0	0	0	0	0	0
ALARM	0	0	45	0	0	0	45
ALARM COMMERCIAL HOLD UP	0	0	0	0	0	0	0
ALARM RESIDENTIAL PANIC	0	4	0	0	0	0	4
ALARM SCHOOL LOCKDOWN	0	0	0	0	0	0	0
ALARM TEST	0	0	0	1	0	0	1
ANIMAL CALL	0	0	114	0	0	0	114
APARTMENT CHECK	0	0	0	0	1	0	1
ARMED SUBJECT	0	0	0	0	0	0	0
ARSON	0	0	0	0	0	0	0
ASSAULT	0	7	0	0	0	0	7
ASSIST CITIZEN	0	0	75	0	0	0	75
ASSIST EMS	0	53	0	0	0	0	53
ASSIST FIRE	0	20	0	0	0	0	20
ASSIST OTHER AGENCY	0	0	127	0	0	0	127
ATTEMPT TO LOCATE	0	0	123	0	0	0	123
BARRICADED SUBJECT	0	0	0	0	0	0	0
BLUE TEAM REPORT	0	0	0	0	0	0	0
BOLO	0	0	0	20	0	0	20
BOMB THREAT	0	0	0	0	0	0	0
BURGLARY	0	1	0	0	0	0	1
BUSINESS CHECK	0	0	0	0	542	0	542
CAR SEAT CHECK	0	0	2	0	0	0	2
CHECKPOINT	0	0	0	0	1	0	1
CITY CALL OUT	0	0	1	0	0	0	1
CIVIL MATTER	0	0	0	13	0	0	13

CODE 99 - OFFICER NEEDS ASSIST	0	0	0	0	0	0	0
CODES	0	0	0	0	0	0	0
DAMAGE TO PROPERTY	0	0	12	0	0	0	12
DEATH INVESTIGATION	0	0	4	0	0	0	4
DELIVER MESSAGE	0	0	4	0	0	0	4
DISORDERLY CONDUCT	0	0	1	0	0	0	1
DISTURBANCE	0	18	1	0	0	0	19
DOMESTIC	0	33	0	0	0	0	33
DRILL	0	0	0	2	0	0	2
DRIVING UNDER THE INFLUENCE	0	0	39	0	0	0	39
DRUG INVESTIGATION	0	0	41	0	0	0	41
ESCORT	0	0	0	17	0	0	17
EVADING	0	0	0	0	4	0	4
EXPARTE SERVICE	0	0	0	0	57	0	57
EXTRA PATROL	0	0	0	0	61	0	61
FIELD INTERVIEW	0	0	0	0	0	0	0
FIGHT	0	2	0	0	0	0	2
FIREARM DENIAL	0	0	0	0	0	0	0
FIREWORKS	0	0	0	1	0	0	1
FOLLOW UP	0	0	33	0	0	0	33
FORGERY	0	0	1	0	0	0	1
FRAUD	0	0	12	0	0	0	12
HANGING	0	0	0	0	0	0	0
HARASSMENT	0	0	7	0	0	0	7
HOSTAGE SITUATION	0	0	0	0	0	0	0
HOTEL CHECK	0	0	0	0	0	0	0
ILLEGAL DUMPING	0	0	2	0	0	0	2
INDECENT EXPOSURE	0	0	0	0	0	0	0
INMATE ESCAPE	0	0	0	0	0	0	0
INMATE TRANSPORT	0	0	0	21	0	0	21
INVESTIGATION	0	0	23	0	0	0	23
JUVENILE	0	0	13	0	0	0	13
JUVENILE TRANSPORT	0	0	0	9	0	0	9
KIDNAPPING	0	0	0	0	0	0	0
KNOCK AND TALK	0	0	0	0	2	0	2
LAKE CHECK	0	0	0	0	0	0	0
LOCKOUT	0	0	0	1	0	0	1
LOCKOUT URGENT	0	1	0	0	0	0	1
LOST/FOUND PROPERTY	0	0	18	0	0	0	18
LPR HIT	0	0	0	12	0	0	12
MENTAL TRANSPORT	0	0	59	0	0	0	59
MISCELLANEOUS/MATTER OF RECORD	0	0	23	0	0	0	23
MISSING ADULT	0	0	3	0	0	0	3
MISSING JUVENILE	0	3	0	0	0	0	3
NOISE COMPLAINT/DISTURBANCE	0	0	12	0	0	0	12

OPEN DOOR	0	0	0	0	0	0	0
OVERDOSE	0	5	0	0	0	0	5
PARK CHECK	0	0	0	0	1	0	1
PARKING COMPLAINT	0	0	5	0	0	0	5
PHONE MESSAGE	0	0	0	0	0	0	0
PRIVATE PROPERTY TOW	0	0	0	2	0	0	2
PROSTITUTION	0	0	0	0	0	0	0
PROWLER	0	0	0	0	0	0	0
PUBLIC INTOXICATION	0	0	0	0	0	0	0
RADIO COMMUNICATION	0	0	0	0	0	0	0
RECKLESS DRIVER	0	0	66	0	0	0	66
REFERRAL	0	0	0	11	0	0	11
REPOSSESSION	0	0	0	6	0	0	6
RIOT	0	0	0	0	0	0	0
ROBBERY	0	0	0	0	0	0	0
RUNAWAY	0	0	1	0	0	0	1
SCAM	0	0	0	8	0	0	8
SCHOOL CHECK	0	0	0	0	42	0	42
SCHOOL ZONE	0	0	0	0	0	0	0
SEX OFFENDER REG/VIOLATION	0	0	36	0	0	0	36
SEXUAL ASSAULT	0	1	0	0	0	0	1
SHOOTING	0	0	0	0	0	0	0
SHOPLIFTING	0	0	0	0	0	0	0
SHOTS FIRED OR HEARD	0	0	6	0	0	0	6
SOLICITOR	0	0	0	0	0	0	0
SPECIAL ASSIGNMENT	0	0	0	0	16	0	16
SPECIAL ASSIGNMENT COMMUNITY	0	0	0	0	1	0	1
STABBING	0	0	0	0	0	0	0
STALKING	0	0	0	0	0	0	0
STOLEN VEHICLE	0	0	2	0	0	0	2
SUBDIVISION CHECK	0	0	0	0	37	0	37
SUBJECT CHECK	0	0	0	23	0	0	23
SUICIDAL SUBJECT	0	13	0	0	0	0	13
SUSPICIOUS INCIDENT	0	0	55	0	0	0	55
SUSPICIOUS PERSON	0	0	17	0	0	0	17
SUSPICIOUS VEHICLE	0	0	20	0	0	0	20
TALK TO OFFICER	0	0	259	0	0	0	259
TEST CALL	0	0	0	1	0	0	1
TEST CALL ALL AGENCIES	0	0	0	0	0	0	0
THEFT	0	0	13	0	0	0	13
THREATS	0	0	8	0	0	0	8
TRAFFIC COMPLAINT	0	0	0	6	0	0	6
TRAFFIC ENFORCEMENT	0	0	8	0	0	0	8
TRAFFIC HAZARD	0	0	38	0	0	0	38
TRAFFIC STOP	0	0	0	0	1119	0	1119

TRAIN DERAILMENT	0	0	0	0	0	0	0
UNRESPASS	0	0	11	0	0	0	11
TROUBLE AT HEADQUARTERS	0	0	0	0	0	0	0
UNAUTHORIZED USE OF VEHICLE	0	0	2	0	0	0	2
UNKNOWN SITUATION	0	0	3	0	0	0	3
VANDALISM	0	0	0	1	0	0	1
VEHICLE BURGLARY	0	0	1	0	0	0	1
VEHICLE CHECK	0	0	23	0	0	0	23
VIOLATION CORRECTION VERIFY	0	0	0	0	0	0	0
VIOLATION ORDER OF PROTECTION	0	0	2	0	0	0	2
WARRANT CIVIL	0	0	788	0	0	0	788
WARRANT CRIMINAL	0	0	257	0	0	0	257
WEATHER RELATED ISSUES	0	0	0	0	0	0	0
WELFARE CHECK	0	0	27	0	0	0	27
ZZZGAS DRIVE OFF	0	0	0	0	0	0	0
Total Calls for Service:							5412

Feline Housing and Enrichment	
Schedule the UTCVM team to provide and install (17) portals for stainless steel cages to create double compartment housing for cats then move from cat intake to cat adoptions. Once in place, discard current fiberboard cat condos currently in cat adoption.	Done
Store feral cages currently in cat intake and use only for emergencies as they are not approved housing for pets in confinement	Removed completely
Provide interactive toys such as ping pong balls and a soft bed such as fleece	Done
Keep cage cards with each cat's cage in a plastic holder	Ongoing
Purchase 5 neighborhood cat dens	Done
Capacity for Care and Population Management	
Have staff and trustees watch recommended webinars	In progress
Confirm that dogs are reclaimed within 3 days of intake then abide by the Tennessee State Statute of a 3 day stray hold	Still going by the Sheriff's wishes of 5 days.
Create a plan to ensure shelter pets are not left alone for more than 12 hours	In progress, PT staff will assist with this
Assign a staff person to ensure each pet has a plan of action updated daily/when needed and identify any pets with medical or behavioral issues that need to be addressed	In Progress, PT staff will assist with this but in the meantime staff are making daily rounds throughout the shelter and responding to animals when trustees notice a difference in behavior
Strategically hang whiteboards in kennel areas for trustees and staff to write down issues with any pets to be entered into their record and addressed	Done
Ensure all pets who can be in adoptions are moved into the adoption area asap	We are moving to adoption as quickly as possible- will get more efficient with time.
Create a system so pictures and information about a pet are uploaded to search engines such as Petfinder.com (with the exception of court cases, dangerous dogs, etc.)	Done-Pet Finder link working. Shelter management system working.
Create partnerships with and proactively reach out to local animal welfare organizations <i>with shorter lengths of stay</i> and place pets first come/first serve	Exploring Doobert.com but will most likely cost \$500-\$2600 per year depending on tier Currently reaching out to rescues via email and or phone weekly



	<p>rotavirus and many others.</p> <p>We are currently rotating the use of both Tek-Trol and an accelerated HP disinfectant.</p>
Create Standard Operating Procedures for sanitation (see page 32 in <i>The Best Practice Playbook for Animal Shelters</i>) for dog kennels and ACO vehicles	Done addressed in new policy
Implement spot cleaning for cats and do not fully disinfect until the cat leaves the cage permanently (or it is very dirty)	Done addressed in new policy
Minimize disease transmission and outbreaks (see https://sheltermedicine.vetmed.ufl.edu/shelter-services/disease-management/)	Ongoing. Already use a disinfectant designed for animal shelters and have installed air disinfectant system to disinfect the air.
Purchase microscope and supplies	<p>Done in medical for Vet use</p> <p>Will need to purchase a more modern microscope</p>
Canine Housing and Enrichment	
Apply for Dogs Playing for Life training at dogsplayingforlife.com now since there is a long lead time. Consider booking the training once adoption and placement staff begin so all staff can be trained since the duration for trustees is inconsistent.	<p>In Progress, budget may need to be revisited for this training. \$1,100 per person</p> <p>This will be a heavier budgetary lift</p>
Provide interactive toys that can be disinfected	Done Kongs purchased and being used.
Continue to bathe dogs when they arrive at the shelter but discontinue bathing weekly as this can dry their skin and takes staff time that can be otherwise used for enrichment, such as playgroups	Ongoing- Bathing as needed.
Feed dogs a mixture of canned and dry food twice daily	We have started doing this.
Implement treat cup program	<p>In Progress rattling treats in any container to get dogs attention, then rewarding the dog with a treat.</p> <p>This enrichment and attention program is attainable and would provide enrichment especially on days where the play yards cannot be used</p>



Analyze the number of dogs at large calls responded to and percent of time the dog was captured	Ongoing. We believe we have a duty to respond to dog at large calls because of leash law.
Complete basic training with the National Animal Control Association	Done through Code 3 Associates
Schedule training with Best Friends Field Services team	In Progress. Starting with Fear Free training.
Implement a Finder Foster program for those callers who can help find the dog's owner	Ongoing. Will fall under P/T staff purview.
Ensure all dispatch personnel direct callers to links to resources	Will provide resource list on website and have copies to provide one they are codified and approved.
Create Standard Operating Procedure (SOP) for disinfection of trucks after each pet	Done with new policy.
Intake Policies	
Provide preventive care for ALL pets <i>at the point of intake</i>	Done Vaccines purchased and being used on all intakes.
Discontinue transporting and picking up cats to the Macon County vet for vaccines and retro testing	Done- Vaccinating on intake and Dr. Miller or Dr. Satterly doing rabies vaccines at the shelter.
Discontinue testing for FeLV/FIV and instead advise adopters to see their own vets	Done, but most rescues require this testing before accepting cats.
Advocate for the placement of each pet starting at the point of intake	Done Pets are being posted more efficiently now.
Create heartworm treatment protocol with the Moxy-doxy protocol	In Progress discussions to happen with contract and relief Vets SNAP testing system will need to be implemented
Implement a foster finder program	Done Rehome by adopt a pet link in on our website
Medical Care and Disease Control	
Switch to a disinfectant that is effective against all common shelter pathogens such as accelerated hydrogen peroxide (https://www.aspcapro.org/sites/default/files/2021-10/aspca_shelterdisinfectantqupdate09_24_2021.pdf).	Ongoing. Already use a disinfectant designed for animal shelters and have installed air disinfectant system to disinfect the air. Tek-Trol Disinfectant cleaner is a phenol-based concentrate disinfectant and fungicide for a wide range of viruses and bacteria including TGE, pseudorabies, E. coli, Staph, Strep suis, Parvo, Pasteurella, reovirus, adenovirus,



Update website to include information on community cats	Done Kittenlady.org link on our website
Add information to website about the difference between neonatal kittens in need and not in need	Added SavetheKittens link to the website for neonatal kittens
Create a budget allocation for the Fix Foundation in Franklin, KY (or other spay/neuter clinic) for adopters residing outside of Sumner County	Currently on our vendor list
Other Safety Net	
Review references about managed coordinated intake and Safety Net resources	In Progress using advice regarding owner surrenders and not overcrowding the shelter
Update website	Done
Add link to rehome.adoptapet.com	Done
Sign up for and work with virtual volunteer to manage home-home.org	In Progress. Signed up and going through the process of implementing the program. Awaiting communication from Home-Home. Also will visit with Metro to see their program
Mirror the return to owner program for dogs in St. Lucie, FL (page 40, <i>The Best Practice Playbook for Animal Shelters</i>)	Much of this program is being utilized with our field deputies: chip scanners in the vehicles, speaking with neighbors where an obvious escaped pet is located. The example city has a pet registration program that would be unpopular in our area.
Share donated food with pet owners in need. This can be done at the shelter or through another social services partner.	Ongoing when available. In future, will explore partnership with Meals on Wheels. Currently sharing non contractual food brands when available
Field Services	
Create a plan for veterinary care to address sick/injured pets 24/7	In Progress. Received a draft MOU and plan to use Urgent Vet In Hendersonville and Nashville Vet Specialist.
Follow up with the MMPC once field services outcomes are analyzed	In Progress All Animal Services personnel are signed up for monthly Mattie's Million Pet Challenge trainings and webinars



Add information about not removing neonatal kittens when healthy and leaving community cats in place	Done/In Progress
Add link to rehome.adoptapet.com	Done/In Progress
Sign up for home-home.org and recruit a virtual volunteer to manage that platform that is integrated into shelter website and Facebook page or partner with a local animal welfare group	Done Signed up and going through the process of implementing the program. Awaiting communication from Home-Home. Volunteers will be managed by new PT position
Once the adoption placement staff are in place, create a volunteer program	Budget requests were due on 3/1. We requested to move 140K in vet supplies to 70 in vet supplies and 70 in P/T for two additional P/T staff. These staff will run adoption/placement and volunteer programs. P/T jobs have been posted.
Purchase new cat scale	Done, donated by Team Shelter USA
Statistics, Software and Technology	
Transition to new software asap	Done, Shelter Manager
Auto upload pictures and information to search engines, website, etc.	Done Shelter Manager system working. Pet Finder link working (except photo link).
Use Shelter Animals Count matrix to track trends	In Progress
Community Spay Neuter	
Create partnership with the Sumner County Spay Neuter Alliance and budget \$13,500 annually for community cats	Partnership has been reestablished
Budget \$30,000 for owned dog and \$22,500 for owned cat targeted spay/neuter	Ongoing. Already use a disinfectant designed for animal shelters and have installed air disinfectant system to disinfect the air.
Community Cat Management	
In lieu of shelter intake, refer visually healthy community cats to the Sumner County Spay Neuter Alliance	Done
Read guidelines on community cat management from all national reputable organizations	Will come from Kittenlady.org/ Currently exploring Kitenlady recommendations Also using alleycat.org



Purchase enough Kuranda beds so each run has a bed and sign up for the shelter donation program to use when replacements are needed. Discontinue using raised boards in place of beds.	Done 50 beds
Increase the budget allocation for the Sumner County Spay Neuter Alliance for community cat pathways in lieu of shelter intake	This is outside the purview of Sheriff's Office. Will advocate for this during the charitable organization's committee.
Implement fee waived adoptions	90% complete
Fence in play yards for dogs	Done- 5 20'x30' enclosures.
Establish goal of one dog per run through Safety Net and lifesaving so divider door is only closed during sanitation	This is happening. We have reduced capacity numbers to ensure each dog has both sides of run. This will only change due to emergent needs.
Schedule Dogs Playing for Life training after adoption and placement staff in place	In Progress. Fear free training first.
Discontinue accepting visually healthy cats who were outside	Done, all "community cats" are being referred to Spay and Neuter Alliance TNR program or alleycat.org
Discontinue testing cats for Feline Leukemia and Immunodeficiency viruses and advise adopters to see their veterinarians for recommendations around testing	Done, but most rescues require this testing before accepting cats. FELV/FIV/HWT is \$48.00 Plan to revisit with Dr. Satterly's advise
Purchase 5 hiding boxes for nervous/fractious (see Feline Housing, Husbandry and Enrichment)	Done 5 boxes purchased and will be delivered 10/8/2024 In Use as needed
Provide interactive toys for all shelter pets that can be disinfected or discarded	Kongs purchased. Ping Pong balls for cats and soft beds. DONE
Schedule UTCVM shelter medicine team to provide and install portals in stainless steel cages in cat intake (that will be moved into cat adoption)	Done
Update Website	
Auto post all pictures of shelter pets on intake (with the exception of court holds)	Done Photo issues seem to be resolved
Add information about options to rehome pets	Done/In Progress



SCSO ACTION STEP CHECKLIST

For all steps listed, MMPC consultants are willing and able to provide guidance on how to move forward. It is important to remember that many other organizations have taken these steps before, so there are people and resources available to assist you as you continue implementing Best Practices.

SCSO ASSESSMENT APRIL 2024	PROGRESS UPDATE
INTENT AND PURPOSE	
Read <i>The Best Practice for Animal Shelters</i>	Done Capt. And Lt.
Utilize national animal welfare groups online information and training to include the HAAS playbook https://www.humananimalsupportservices.org/hass-playbook/	In Progress, Currently reading for more best practices
Utilize the ASV checklist https://www.shelternvet.org/assets/guidelines/2022-ASV-GL-Checklist.pdf .	Currently working through this extensive checklist to determine what we have in place, what is attainable and what would require more This page is currently NOT FOUND on the ASV website
View both MMPC presentations for Sumner County	Done
Priority Action Steps	
Create a contract for a Vet on Record	Done Dr. Satterly Dr. Miller is still attending with no contract
Purchase vaccines to be given <i>at the point of intake</i>	Done Vet in the office at least weekly for rabies
Provide emergency care for sick/injured pets 24/7	Received a draft MOU and plan to use Urgent Vet In Hendersonville and Nashville Vet Specialist.
Revisit the current budget recommendations	In Progress/Ongoing
Budget for adoption and placement staff (3) and hire asap	1 P/T Hired and in training
Allocate spay/neuter funding for adopted pets at the Sumner County Spay Neuter Alliance and Fix Foundation	We are using Sumner County Spay and Neuter Alliance for services



Ensure the SCSO shelter page is easily searchable	Facebook page is easily searchable. Petfinder link on website is working.
Ensure all pictures and information are auto uploaded to the website and search engines	Facebook page is easily searchable. Petfinder link on website is working.
Work with the MMPC team to update the website and provide pertinent information	In Progress



Staffing	
Work with the MMPC team regarding training opportunities such as the upcoming Tennessee Animal Control conference and key online training webinars	Lt., Deputy and Clerical personnel have attended
Analyze the number of field services calls with the MMPC team (pending)	In Progress
Create and/or update Standard Operating Procedures with the assistance of the MMPC team	Done
Create a new position for adoption placement that includes reunification, adoption, rescue transfers and hire 3 full-time staff to cover 7 days, noon-7pm.	Budget requests were due on 3/1. We requested to move 140K in vet supplies to 70 in vet supplies and 70 in P/T for two additional P/T staff. These staff will run adoption/placement and volunteer programs. 1 position has been filled, working on filling the other
Have staff complete Fear Free training	In Progress
Consider a policy to hire trustees as staff once released	Civil Service test and background check required.
Volunteer Program	
Once 3 FT adoption placement staff in place, create volunteer program 3pm-7pm	Budget requests were due on 3/1. We requested to move 140K in vet supplies to 70 in vet supplies and 70 in P/T for two additional P/T staff. These staff will run adoption/placement and volunteer programs. 1 position has been filled, working on filling the other
Create Code of Conduct	Ongoing
Create Standard Operating Procedures for volunteer positions (can be provided by the MMPC team)	In Progress, working on this with new PT position
Have volunteers complete Fear Free training	In Progress when program is started.
Budget	
See Priority Action Steps and Budget section in report	Budget requests were due on 3/1. We requested to move 140K in vet supplies to 70 in vet supplies and 70 in P/T for two additional P/T staff. These staff will run adoption/placement and volunteer programs. 1 position has been filled, working on filling the other.
Social Media and Website	



Create kitten kits

In Progress

Will seek retailer sponsorships



Create a decision tree for euthanasia	In progress
Utilize kittenlady.org information regarding neonates	Done and using SavetheKittens as well
Return to Owner (dogs)	
View research regarding dogs at large	In Progress We enforce Tennessee Law regarding animals at large <i>usually</i> with a written warning for the first offense
Mirror the RTO program with the St Lucie Police Department in Florida who has a 75% RTO rate (see page 40 in <i>The Best Practice Playbook for Animal Shelters</i>)	Great success story and we do scan for microchips in the field along with asking neighbors about strays But St. Lucie has had pet licensing requirements since 2007
Consider waiving fees for a first time reclaim when an owner agrees to spay/neuter, rabies vaccinate and microchip and subsidize if the owner is unable.	In Progress (ability to mandate sterilization is under review)
See the First 48 program at Cabot Arkansas which has been adopted by many municipal shelters across the country since the pandemic: https://cabotanimalsupportservices.com/program/helping-pets-get-home/	Ongoing As in the program, we most always waive fees for a first time offense, and would absolutely consider transporting the animal back home if a hardship exists with the pet owner. Cabot AR. Also requires pet licensing and Pit Bull registration
Print Lost and Found Guide for lobby and add to the website: https://www.humananimalsupportservices.org/blog/5-kits-infographics-tools-lost-pets-home/	Fliers have been printed
Adoptions	
Read <i>Adopters Welcome</i>	In Progress- will be assigned to P/T staff
Minimize barriers to adoption (see report)	Done
Foster, Rescue and Transport Partners	
Proactively ask other organizations with shorter lengths of stay to help	In Progress Reaching out to rescues weekly
Place pets on a first come/first serve basis	Done addressed in policy



**MINUTES
LEGISLATIVE COMMITTEE
JEREMY MANSFIELD, CHAIRMAN
JANUARY 13, 2025**

Present:

Jeremy Mansfield, Chairman
Chrissi Miller, Vice-Chairman
Jerry Becker
Merrol N. Hyde, Commission Chairman
Tim Jones
Matthew Shoaf

Absent:

Dr. Jamie Teachenor

Also Present:

John Isbell, County Mayor
Eric Sitler, Law Director
Jennifer Mitchell, minute taker

Chairman Mansfield brought the regular scheduled Legislative Committee meeting to order with an invocation by Commission Chairman Hyde on Monday, January 13, at 5:30 p.m. Chairman Mansfield declared a quorum present to conduct business.

3. Approval of Agenda.

Comm. Miller moved, seconded by Comm. Jones, to approve the agenda as amended. The motion carried unanimously.

4. Approval of minutes of December 9, 2024.

Upon motion of Comm. Miller, seconded by Chairman Mansfield, the Committee voted to approve the minutes of December 9, 2024. Comm. Shoaf abstained from the vote.

5. Recognition of the Public.

Kevin Baigert of 424 AB Wade Road, Portland spoke in favor of the proposal for the location of the Election Commission and applauded Comm. Klein on his work.

Barry Cleveland of 1680 Foxland Blvd, Gallatin did not speak

6. Report of the Chairman.

No report

7. Report of County Mayor.

No report

8. Old Business.

a. Discussion – Constables.

Chairman Mansfield explained the Constables were abolished by a previous Commission in 2012.

Comm. Jones moved, seconded by Comm. Miller, to discuss. The motion carried unanimously.

Law Director Eric Sitler further explained that the statute does not allow for reinstatement.

Comm. Shoaf moved, seconded by Commission Chairman Hyde, to strike from the agenda. No action needed.

Commission Chairman Hyde stated he was contacted by CTAS representative who explained once abolished forever abolished.

Removed from old business.

b. Discussion: Property Assessor's Appraisals and Election Boundary Concerns.

Chairman Mansfield moved, seconded by Comm. Miller, to suspend the rules to allow Comm. Rogers to speak to the matter. The motion carried unanimously.

Comm. Rogers explained there was an error in the system for the calculation of his father's property taxes which resulted in an approximately \$600.00 increase even though he has a tax freeze. He further explained state law allows the dwelling plus five acres for the freeze. A tax notice was never received. He then asked County Mayor John Isbell how to handle the situation and Mr. Isbell recommended Comm. Rogers file an appeal with the State Board of Equalization.

Tax Assessor John Hurt explained data was not given by Patriot when the system change occurred. His understanding is Patriot wants a fee to release the data.

Comm. Rogers reached out to the comptroller and CTAS and asked how many parcels with over 5 acres were frozen and land units that were frozen. He is also concerned is there is a surplus or shortfall in the county budget. He also questioned how the Tax Assessor can levy taxes. He also questioned how as the county legislative body is it made right to the citizens.

He also explained that the election boundary set by the City of Portland is wrongly set for the parcel. The parcel is also split into county commission district two and district five. The whole parcel should be county commission district five. The Election Commission stated they use the maps and boundaries provided by the cities. He is still in talks with City of Portland about the incorrect city limit boundary.

Comm. Becker asked how much Patriot wanted to charge for the data. Mr. Hurt stated he was not involved in the talks at the time of transition but believes it was around \$50,000 or \$60,000 per year to view the data. Comm. Jones asked Mr. Hurt to get the details on obtaining the data from Patriot.

Chairman Mansfield brought the meeting back in session.

Comm. Shoaf asked for a course of action to be presented next month. Chairman Mansfield asked Mr. Sitler to work with Finance and Mr. Hurt to review the contract with Patriot. He also asked Mr. Hurt to contact Patriot to ask if they still have the data and how much it would cost to purchase.

During further discussion, Mr. Isbell explained property tax is calculated outside of the system no matter what system is used. He stated the only thing drawn from the system is value and only changes at reappraisal. His understanding is there was a land merge that increased the value, and no one caught the increase in acreage and the tax freeze continued on the entire property.

Item to remain on old business.

c. Appointment of Title VI Coordinator.

Law Director Eric Sitler explained the coordinator is needed for grants and to remain in compliance of Title VI.

Chairman Mansfield moved. Seconded by Comm. Shoaf, for the position to reside in the law office.

Comm. Shoaf moved, seconded by Comm. Becker, to amend to appoint Law Director or his designee within his office. The motion carried unanimously.

Chairman Mansfield moved, seconded by Comm. Shoaf, to reconsider. The motion carried unanimously.

Item to remain on old business.

9. New Business.

a. Veterans' Service Report and Presentation.

Mr. Oakey reported on the business of the Veterans Service office.

- b. Resolution: Appointing Eric Lawson as Judicial Magistrate.
- c. Amendment to Resolution 2303-04 on Retaining Walls.
- d. Nonprofit Donation of Surplus Cabinets and Folding Chairs from Sheriff's Department.

Comm. Shoaf moved, seconded by Comm. Becker, to group and approve items 9b, 9c and 9d. The motion carried unanimously.

- e. Discussion: Election Commission.

Chairman Mansfield moved, seconded by Comm. Miller, to approve. The motion carried unanimously.

10. Commission Recognitions and Proclamations.

- a. Recognition: Westmoreland Football Team

Comm. Becker moved, seconded by Comm. Shoaf, to approve and forward to the full Commission. The motion carried unanimously.

11. Zoning.

- a. 142 SIDEVIEW ROAD – REZONING – Trinidad Portillo, property owner – 6th Commission Voting District (David Klein) – Applicant is seeking a rezoning from Rural Preservation (RO) to Commercial Neighborhood (CN). Subject property is located at 142 Sideview Road, Gallatin, TN, 37066, is Tax Map 090, Parcels 022.01 and 022.03, contains 1.56 acres and is zoned Rural Preservation (Rp). The Sumner County Regional Planning Commission forwarded a NEGATIVE recommendation related to this item on November 19, 2024 (Second Reading).

Chairman Mansfield reported request has been removed by applicant.

12. Adjournment. Chairman Mansfield declared the meeting adjourned at 6:37 p.m. upon motion of Comm. Miller and seconded by Comm. Shoaf.

Sign-In Sheet

Name

KEVIN BARTON
Barry C. Veland

Address

404 AB WADE RD
1686 Foxlan Blvd. Galatia

Agenda Item to be Discussed

ELECTION Commission

SPACE