

JO DAVIESS COUNTY ANIMAL CONTROL DEPARTMENT

9483 Rt. 20 West

P.O. Box 318

Galena, IL 61036

PHONE: (815) 776-0326 FAX: (815) 777-2977

EMAIL: animalcontrol@jodaviess.org

FREEDOM OF INFORMATION ACT POSTING

The purpose of the Freedom of Information Act ("FOIA") is to ensure that all persons are entitled to full and complete information regarding the affairs of government, and the official acts and policies of those who represent them as public officials (5ILCS 140/1). Pursuant to FOIA, the following information is made available to the general public:

BACKGROUND INFORMATION

PURPOSE: The Jo Daviess County Animal Control Department provides rabies tags for all dogs vaccinated against rabies in the county. It also provides stray dog pickup, animal control nuisance investigations and responds to wildlife complaints regarding rabies cases.

EMPLOYEES: The Jo Daviess County Animal Control Department employs one full-time employee and one part-time employee.

BUDGET: The total Animal Control Revenue budget for FY2016 is \$117,772. The total Animal Control Expenditure Budget for FY2016 is \$103,943. Revenue over (under) expenditures is \$13,829.

BOARDS: The Jo Daviess County Animal Control Department reports to the Public Health Administrator, the Jo Daviess County Board of Health, the Jo Daviess County Social & Environmental Committee and the Jo Daviess County Board. A listing of Committee and Board Members is attached as Exhibit 2.

PROCEDURE FOR REQUESTING RECORDS

FOIA REQUESTS: Any person may request public records for inspection or copying by completing and submitting a Request For Public Records form via U.S. Mail, E-mail, Facsimile or in person; or by any written or verbal request to any of the below designated FOIA Officers. Responses will be sent in the designated time periods allowed for all FOIA requests in accordance with the procedures set forth in FOIA and all or applicable federal and state laws.

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FOIA OFFICERS: All FOIA requests to the Jo Daviess County Animal Control Department should be given to the following FOIA Officer:

Elizabeth Kane, MPA, Public Health Administrator
9483 Rt. Rt. 20 West
P.O. Box 318
Galena, IL 61036
Telephone: (815) 776-0326
Facsimile: (815) 777-2977
E-Mail: animalcontrol@jodaviess.org

COPY COSTS: Except when a fee is otherwise fixed by statute, the Jo Daviess County Animal Control Department will charge the following rates for copies of requested records:

TYPE OF DOCUMENT	FEE
Black and white, letter or legal sized copies	No charge for the first 50 pages and 15 cents per page thereafter
Color copies and odd-sized copies (letter up to 11" x 17")	Cost to reproduce and certify
Black and White 24" x 36"	The actual cost charged to the County by area printers
Color 24" x 36" and other oversized copies	The actual cost charged to the County by area printers
Computer disc, tape-cassette, compact disc, and/or any other recording medium	The actual cost for the computer disc, tape-cassette, compact disc, and/or other recording medium

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EXHIBIT 1

**Jo Daviess County Animal Control
Department
Organizational Chart**

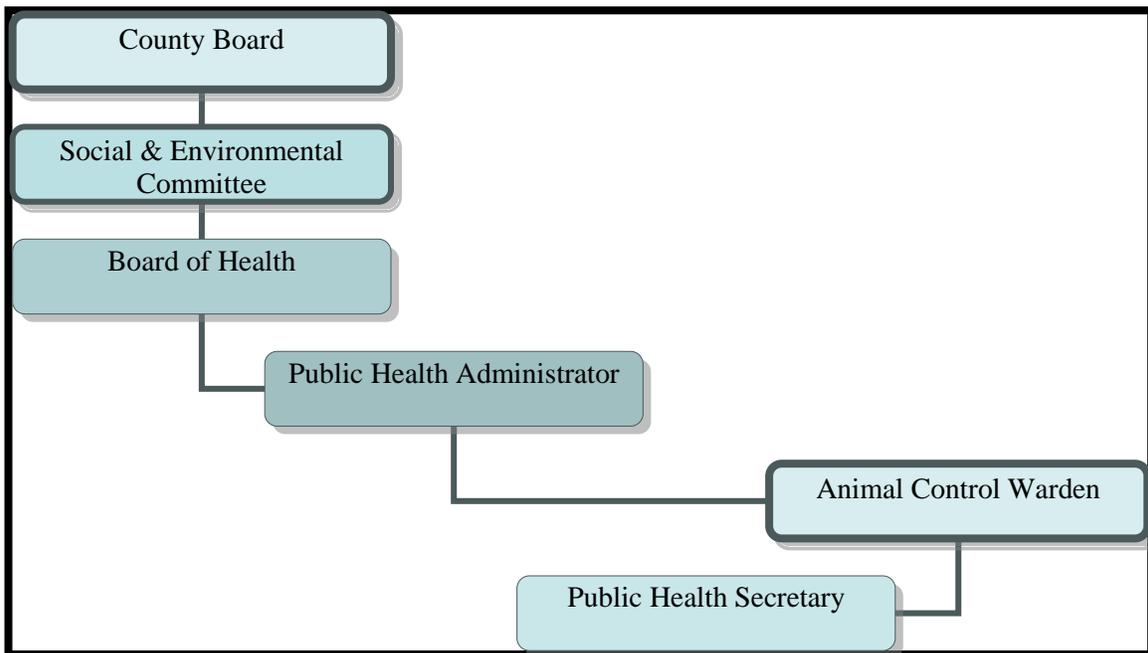


EXHIBIT 2

Jo Daviess County Animal Control Department Boards and Committees

COUNTY BOARD

Ron Smith, Chair

Merri Berlage, Vice Chair

Steve McIntyre

Brandon Behlke

John O'Boyle

Gerald Bennett

Randy Jobgen

Brad Petersburg

William Bingham

Steve Rutz

Rick Dittmar

Terry Stoffregen

Robert Heuerman

R.J. Winkelhake

Dan Hughes

Martin Werner

Don Zillig

COUNTY BOARD SOCIAL & ENVIRONMENTAL COMMITTEE

Brandon Behlke, Chair

Steve McIntyre, Vice Chair

William Bingham

Robert Heuerman

Dan Hughes

Martin Werner

JO DAVIESS COUNTY BOARD OF HEALTH

Ron Lubcke, President

Bill Bingham, Vice President

Liz Blair, Secretary

Kim Barrett

Dr. Ralph Losey, MD

Stephen Petras, DMD

Karen Scheele

Greg Stauder

Jim Vormezeele

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**CATEGORIES OF RECORDS MAINTAINED BY
THE JO DAVIESS COUNTY ANIMAL CONTROL
DEPARTMENT THAT MAY BE PRODUCED
PURSUANT TO ILLINOIS FREEDOM OF
INFORMATION ACT (FOIA) REQUESTS**

The following categories of records under the possession and control of the Jo Davieess County Animal Control Department may be made available for production or inspection, subject to exemption, upon request pursuant to the Illinois Freedom of Information Act (FOIA):

- Organizational chart for the Animal Control Department
- Rabies tag records
- Bite reports
- Lost/Found dog records
- Board of Health meeting minutes
- Social & Environmental Committee meeting minutes
- Animal Control Department budgets, revenues, and expenditures
- Employee names, titles, salaries and employment dates