

South Bend Animal Welfare Commission  
Regular Meeting Minutes

July 21, 2022  
1806 Hours

Council Chambers  
County City Building  
227 West Jefferson Blvd  
South Bend, IN 46601

Animal Welfare Commission Members Present: Dr. Mariah Covey, Pam Wesolowski, and Barb Leavell

City Staff Present: Lindsay Cueller -SBARC Shelter Manager, Tom Panowicz-  
Attorney for SBARC, and Kylie Connell - Attorney for  
AWC, Marissa Frattini, and Pam Meyer-Chief  
Neighborhoods Officer

1. The meeting was called to order by Dr. Covey at 1805 hours.
2. Lindsey Cueller discussed shelter reports from June 2022.
  - A. As of this meeting, SBARC is full with many rescues are also full.
  - B. SBARC is now fully staffed with officers, but part-time cleaning staff or volunteers are needed.
  - C. Also SBARC was wondering about an amnesty program so books can be cleared away.
3. Updates to past cases were also discussed.
  - A. Case number 2022-06. All animals are gone from the residence but when SBARC arrived the alligator was missing.
4. SBARC has also discussed whether every case needs to come before the board or should only the most severe cases.
  - A. Commission agreed that severe cases should be brought before them.
5. Commission discussed and asked questions regarding the meeting protocol.
  - A. A motion was made by Barb Leavell with a second by Pam Wesolowski.
6. Commission discussed hearing guidelines.
  - A. Hearing Officer will be needed only if necessary and would not make the rulings for the Commission.
  - B. Commission would run the hearings with any questions answered by attorneys.
  - C. Attorneys can swear people in.

- D. City would have complete set of exhibits with Commission getting certain items and reformatting of others.
  - E. Commission would like to receive exhibits at least a week ahead of time.
  - F. Chairperson would be in charge of guiding hearing.
  - G. Commission should not have to wait to start hearings, they should start on time with everyone arriving at least thirty minutes ahead of time.
  - H. Motion was made by Dr. Covey with Pam Wesolowski seconding these changes.
  - I. Next meeting Commission will discuss guidelines.
7. Next meeting scheduled for August 11, 2022 at 1800 hours.
- A. It was discussed that maybe the Commission should have set dates to have meetings and hearings on.
  - B. It was agreed that the 1<sup>st</sup> Thursday would be a meeting and 2<sup>nd</sup> would be hearing.
  - C. Should any more hearings need scheduled within that month it will be discussed and set.

Motion to adjourn made by Barb Leavell  
Seconded by Dr. Covey

Meeting adjourned at 1930 hours.