

SO

SOUTH DAKOTA BRAND BOARD

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Debbie J. Trapp,
Executive Director
Dan Bothwell,
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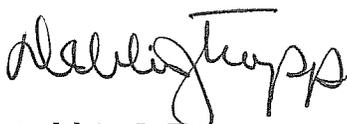
July 10, 2017

Tim Flannery
Department of Legislative Audit
427 S Chapelle
Pierre SD 57501

Dear Tim:

As requested by the Government Operations and Audit Committee, attached please find information on the investigation services and cost paid by the South Dakota Brand Board. Please let me know if any additional information is needed.

Respectfully,



Debbie J. Trapp
Executive Director

Enclosure

Special Assistant Attorney Generals -

Two agents are employed by the Attorney General's office under the supervision of the Division of Criminal Investigation for the purpose of investigating livestock theft and for enforcing the brand and brand inspection laws.

1. Investigators conduct investigations on reports of missing or stolen livestock and violations of brand and brand inspection laws.
2. Violation reports, which have been completed by brand inspectors and the Chief Brand Inspector, are submitted to the investigators' supervisor who then assigns them to one of the investigators.
3. The investigators take phone calls directly from the public, brand inspectors, and local law enforcement officials in regards to missing or stolen livestock and estrays.
4. Investigators prepare cases and submit them to the State's Attorneys for prosecution.
5. Road checks are performed by the investigators.

Expenses paid by Brand Board for Special Assistant Attorney Generals –

1. Salaries – 2 Agents
2. Benefits - OASI, Health Insurance, Retirement, Unemployment, Worker's Comp
3. Travel – Use of State Owned Vehicles, Lodging, Meals
4. Phone – 2 landlines, wireless service for smart phones and ipads
5. Computer System – Bureau of Information and Technology monthly service fees
6. Central Services – Paid to other state agencies for processing of payroll, vouchers
7. General Liability Insurance – paid annually
8. Supplies – as needed

There may be occasional onetime expenses in addition to those listed above.