



County Technical Assistance Service
INSTITUTE FOR PUBLIC SERVICE

County Officials E-News

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TENNESSEE
STATE LINE

Jail Liability Seminar Risk Assessment & Management



The Jail Liability seminar is designed to further assist those law enforcement personnel that work predominately in correctional facilities. Law enforcement personnel that work in these conditions face additional exposure to potential damaging liability issues. This course will provide attendees with a better understanding of the issues facing today's jails and provide them with tools to prevent possible liability issues.

Snacks and lunch will be provided. This seminar is TCI approved and can be used as in-service training hours.

****If your county is a Safety Designee member, it is a requirement that the Sheriff, Chief Deputy or Jail Administrator attend.****

Who should attend:

- Sheriffs
- Chief Deputies
- Jail Administrators
- Shift Supervisors
- FTO's
- County Safety Directors
- Correction Officers
- County Mayors
- County Commissioners
- Jail Medical/Nursing Staff

Schedule & Locations

All sessions are 9:00am-3:00pm local time.

October 16, Tuesday, Johnson City
October 17, Wednesday, Knoxville
October 18, Thursday, Cookeville
October 29, Monday, Cleveland
October 30, Tuesday, Franklin
November 13, Tuesday, Denmark (Jackson Area)
November 14, Wednesday, Clarksville

Registration: FAX to (615) 872-3592 or Email to Mark.Fogarty@willistowerswatson.com.

If you have any questions, please call Mark Fogarty at 1-866-651-4124 (ext. 3534) or Rich Cieler (ext. 3511).

ADA Compliance Required by 2019

In 2016, the Federal Highway Administration (FHWA) directed the Tennessee Department of Transportation (TDOT) to ensure that counties with 50 or more employees developed and implemented an Americans with Disabilities Act (ADA) Transition Plan in order to receive transportation funding. According to Title 28 of the Code of Federal Regulations Section 35.150(d), all Title II agencies (TDOT, cities, and counties) are required under federal law to develop an ADA Transition Plan. TDOT has developed guidance in the form of seven steps counties can take to ensure compliance with ADA and to assist in developing their Transition Plans.

STEPS to Compliance

Step 1 - Designate an ADA coordinator.

Counties that employ 50 or more people must designate at least one employee to coordinate its efforts to comply with ADA, including any investigation of any complaint. The name, office address, and telephone number of the designated ADA coordinator shall be made available to all interested individuals.

Step 2 - Provide public notice about the ADA requirements.

Counties must make public notice of any information related to its services, programs, or activities related to ADA compliance.

Step 3 - Establish a grievance procedure.

Counties that employ 50 or more people shall adopt and publish grievance procedures that promptly and equitably resolve any noncompliance complaint.

Step 4 - Use current design standards, specifications, and details for new construction and alternatives.

If physical construction or alterations commence on or after March 15, 2012, then new construction and alterations shall comply with the [2010 Standards](#). Newly constructed or altered facilities or elements that were constructed or altered before March 15, 2012 and that do not comply with the 1991 Standards or with the [Uniform Federal Accessibility Standards](#) shall be made accessible in accordance with the 2010 Standards.

Step 5 - Develop self-evaluation and Transition Plan.

Each county should evaluate their current services, policies, and practices, and the effects thereof to determine whether they are complying with ADA and, if not, make necessary modifications to put themselves in compliance. Counties should also provide an opportunity for interested persons to participate in the self-evaluation process by submitting comments. After the self-evaluation, the county shall maintain for three years a list and descriptions of any areas examined, problems identified, and modifications made.

Step 6 - Schedule and budget for implementing the Transition Plan.

Counties are also directed to specify the schedule for taking the steps necessary to achieve ADA compliance and, if the time period of the transition plan is longer than one year, identify steps that will be taken during each year of the transition period.

Step 7 - Monitor the progress on implementation of the Transition Plan.

In an effort to ensure the Transition Plan is implemented correctly, efficiently, and appropriately, counties should monitor progress of achieving the plan's goals.

Additional Resources

ADA Update: A Primer for State and Local Governments
http://www.ada.gov/regs2010/titleII_2010/title_ii_primer.html

ADA Best Practices Tool Kit for State and Local Governments
<http://www.ada.gov/pcatoolkit/chap2toolkit.htm>

Cities and Counties: First Steps Toward Solving Common ADA Problems
<http://www.ada.gov/civiccommonprobs.htm>

USDOT/FHWA: ADA/Section 504 of the Rehab Act of 1973 (504)
<http://www.fhwa.dot.gov/civilrights/programs/ada.cfm>

For any questions related to ADA requirements, please contact Margaret Mahler at margaret.mahler@tn.gov.



Per Diem Rates for FY2019 Announced

The General Services Administration has released the FY 2019 federal per diem rates for the continental United States (“CONUS rates”). For the Tennessee rates, please see the table below. Please note that some counties may not follow the per diem rate and have a different policy regarding travel reimbursement rates. Further, some counties will allow for the conference rate to be reimbursed when attending a conference with a conference hotel rate higher than the per diem. Please check with your county to verify your county’s travel policy.

For more information on these per diem rates, please visit the General Services Administration’s website: <https://www.gsa.gov/travel/plan-book/per-diem-rates>.

Primary Destination ^(1,2)	County ^(3,4)	Max Lodging (excluding taxes)	M&IE ⁽⁵⁾
Standard Rate	Applies for all locations without specified rates	\$94	\$55
Brentwood/Franklin	Williamson	\$129	\$61
Chattanooga	Hamilton	\$107	\$61
Knoxville	Knox	\$97	\$56
Memphis	Shelby	\$121	\$61
Nashville	Davidson	\$179 ⁽⁶⁾	\$61

Footnotes:

1. Traveler reimbursement is based on the location of the work activities and not the accommodations, unless lodging is not available at the work activity, then the agency may authorize the rate where lodging is obtained.
2. Unless otherwise specified, the per diem locality is defined as “all locations within, or entirely surrounded by, the corporate limits of the key city, including independent entities located within those boundaries.”
3. Per diem localities with county definitions shall include “all locations within, or entirely surrounded by, the corporate limits of the key city as well as the boundaries of the listed counties, including independent entities located within the boundaries of the key city and the listed counties (unless otherwise listed separately).”
4. When a military installation or Government-related facility (whether or not specifically named) is located partially within more than one city or county boundary, the applicable per diem rate for the entire installation or facility is the higher of the rates which apply to the cities and/or counties, even though part(s) of such activities may be located outside the defined per diem locality.
5. Meals and Incidental Expenses, see Breakdown of M&IE Expenses for important information on first and last days of travel.
6. The Max Lodging for Nashville-Davidson County will be \$173 for months of July, August, and September 2019.



65TH ANNUAL

TCSA FALL CONFERENCE & TRADE SHOW

OCTOBER 24-26, 2018

TCSA Fall Conference and Trade Show October 24-26, 2018 Chattanooga Marriott

[Register](#) | [Draft Agenda](#)



Upcoming Training

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Date	Title	Location
October 31	County Operating Budget	Cookeville - Leslie Town Center
November 1	County Operating Budget	Johnson City - Carnegie Hotel
November 1	County Operating Budget	Jackson - Jackson Energy Authority
November 1	County Operating Budget	Murfreesboro - Embassy Suites
November 2	County Operating Budget	Knoxville - UT Conference Center
November 30	County Operating Budget	Jasper - Chattanooga State Community College



Log into k@te to register for these classes
<http://kate.tennessee.edu/ctas>

Need help? Call (615) 532-3555 and
ask for Training



**COAT 50th Anniversary Celebration
Annual Convention & Trade Show**

November 5-7, 2018

Opryland Hotel, Nashville

[Register now!](#)



Please **verify** your official contact information in our Directory.

1. Please go to <http://www.ctas.tennessee.edu>
2. Click on Directory.
3. Go to your county then click your title.
4. Click Request Update.
5. Update info and click Submit.

We greatly appreciate your assistance in making sure your information is correct in the Directory!



County Technical Assistance Service
INSTITUTE FOR PUBLIC SERVICE

226 Anne Dallas Dudley Boulevard, Suite 400, Nashville, Tennessee 37219

Phone: (615) 532-3555 Fax: (615) 532-3699

www.ctas.tennessee.edu