



County Officials Orientation Program 2022

Hosted by University of Tennessee County Technical Assistance Service
in coordination with the Tennessee County Services Association and the
County Officials Association of Tennessee

PUBLIC SAFETY CONSULTING SERVICES

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JIM HART

Manager of Field Services &
Jail Management Consultant



MOST COMMON JAIL RELATED REQUESTS

Jail Staffing
Requests for Proposals/Qualifications
Technical Assistance
Jail Needs Assessments
Jail Budget Review
Law Suits
TCI's County Corrections Partnership
Internal Controls



TENNESSEE CORRECTIONS INSTITUTE

Tennessee Code Annotated 41-4-140

Minimum Standards for Local Correctional Facilities:

- Physical Plant
- Administration/Management
- Personnel
- Security
- Discipline
- Sanitation/Maintenance
- Food Services
- Mail and visiting
- Inmate Programs and Activities
- Medical Services
- Admission, Records and Release
- Hygiene
- Supervision of Inmates
- Classification



WHAT CAN YOU DO?

- Is the jail well maintained?
- Ask what facility problems affect the jail operation.
- Does the jail have adequate staffing?
- Is there an adequate written policy and procedure manual?
- Is the jail budget clearly defined?
- Does your jail have an objective inmate classification system?
- Remember – Jail crowding is not just a Sheriff's problem.



JOHN ROSE

Criminal Justice Consultant



MOST COMMON NON-JAIL ISSUES FOR SHERIFFS

Personnel

- Hiring, Firing – CTAS as a sounding board
- Excessive Overtime/Comp-time
 - Staffing
 - Scheduling properly
 - Using as a reward in-lieu of funded pay raise

Exempt versus Non-Exempt

- Not the same as “Hourly versus Salary”
 - Some Salary employees DO receive Overtime



MOST COMMON NON-JAIL ISSUES FOR SHERIFFS

Audit Issues

- Managing the Drug Fund
- Evidence Disposal

Property room management

Cash – Firearms – Drugs – Vehicles

All have very specific disposal requirements and CTAS offers in-depth training classes

Letters of Agreements

Purchasing - RFPs



MOST COMMON NON-JAIL ISSUES FOR SHERIFFS

Interlocal
Agreements

Records
Management
- Retention



KEVIN LAUER

Fire and Emergency Services Consultant







REQUIRED EMERGENCY SERVICES

Emergency Management Office/ Program

- Director requirements set by statute

T.C.A. § 58-2-133

Mitigation, Preparation, Response and Recovery for emergencies and disasters

Mayor is responsible for the disaster response

Local Emergency Planning Committee (LEPC)



PUBLIC SAFETY SERVICES

Fire Protection

- Transition to Countywide Fire Department
- Career and Volunteer staff model
- Station location analysis
- Management/ Structure analysis

Emergency Medical Services

- Private vs. County
- Billing practices

Building and Fire Codes

- Commercial and Residential buildings
- Fire Prevention Code
- Wildland/Urban Interface



JOINT PROJECTS

Large Jail Projects

Multi-agency Projects

- Dispatch Consolidation
- Assessment Center for Hiring/Promoting Personnel

Training

- Incident Command for Elected Officials
- Emergency Management Overview for Counties



CONTACT



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