



1



2



3

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



4

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



5

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.





6

7

JOHN ROSE

Criminal Justice Consultant

8

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

9

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



10

KEVIN LAUER

Fire and Emergency Services Consultant



11



12



13

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)



14

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



15

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



16

CONTACT



Jail Management Consultant

- Jim Hart
(423) 413-7902
jim.hart@tennessee.edu

Criminal Justice Consultant

- John Rose
(423) 956-1200
john.rose@tennessee.edu



17

PATRICK SHEEHAN

Director
Tennessee Emergency
Management Agency



TEMA



18
