**MOST COMMON JAIL RELATED REQUESTS**

- Jail Staffing
- Requests for Proposals/Qualifications
- Technical Assistance
- Jail Needs Assessments
- Jail Budget Review
- Lawsuits
- 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
- Admissions, records, and release
- Hygiene
- Supervision of inmates
- Classification
- Two-tiered Accreditation

---

**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.
MOST COMMON NON-JAIL ISSUES FOR SHERIFFS

Personnel
- Hiring, Firing – CTAS as a sounding board
- Excessive Overtime/Comp-time
- Scheduling properly
  Using as a reward in lieu of funded pay raises
  Exempt versus Non-Exempt
- Not the same as “Hourly versus Salary”
  Some Salary employees DO receive Overtime

Audit Issues
- Managing the Drug Fund
- Evidence Disposal
- Property room management
  Guns – Firearms – Drugs – Vehicles
  All have very specific disposal requirements and CTAS offers in-depth training classes
- Letters of Agreement
- Purchasing - RFPs
MOST COMMON NON-JAIL ISSUES FOR SHERIFFS

Interlocal Agreements

Records Management - Retention

KEVIN LAUER
Fire and Emergency Services Consultant
PUBLIC SAFETY SERVICES

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

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

EMERGENCY MEDICAL SERVICES

TCA § 7-61-102 (a) establishes ambulance service as an essential service in the state of Tennessee.
(b) Authorizes and directs county governing bodies to ensure that at least one licensed ambulance service is available within their county.

EMS is to be provided by:
- County government operating as an exclusive provider
- Interlocal agreement with one or more local governments
- County EMS providing emergency (911) transportation with a third-party ambulance provider for non-emergency transports
- Third-party EMS services with or without regulation by county government
- Hospital based EMS service

The county is not required to appropriate revenues for ambulance service (however, this would be a rare circumstance).
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

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)

PATRICK SHEEHAN

Director
Tennessee Emergency Management Agency
615-852-0040
Patrick.Sheehan@tn.gov