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
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.
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
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
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

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