

**2024**  
**COUNTY OFFICIALS ORIENTATION PROGRAM**

**Assessors of Property**



COUNTY OFFICIALS ORIENTATION PROGRAM 2024

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**INSTITUTE FOR PUBLIC SERVICE**



INSTITUTE *for* PUBLIC SERVICE



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**CREATED IN 1973**



T.C.A. § 49-9-402, the authorizing legislation that established CTAS as part of the University of Tennessee Institute for Public Service (IPS), directs CTAS to

*"...provide studies and research in county government, publications, educational conferences and attendance at the conferences, and to furnish technical, consultative, and field services to counties of the state in problems relating to fiscal administration, accounting, tax assessment and collection, law enforcement, improvements and public works, and in any and all matters relating to county government."*



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**Property Assessment Consultants**

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**COURTHOUSE COMMUNICATION**

- Mayor
- Budget/Finance Director
- Commission
- Trustee

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**OPERATIONAL ASSISTANCE**

- Budgeting
- Planning and Organization
- Internal Controls
- Staffing

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**APPRAISAL & ASSESSMENT RELATED**

- Reappraisal
- Equalization and Ratio Studies
- Value Review
- Appeal Review and Refund Calculations
- Greenbelt

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**TRAINING OPPORTUNITIES**

- County Officials Certificate Training Program (COCTP)
- DPA Assessor's Retreat
- County Board of Equalization (CBOE)
- TNAAO Regional Meetings
- IAAO courses and designation prep work
- TIAAO educational sessions
- County specific training

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## ASSOCIATION PARTNERSHIPS

- Tennessee Association of Assessing Officers (TNAAO)
- International Association of Assessing Officers (IAAO)
- Tennessee Chapter of the IAAO (TIAAO)
- Tennessee County Services Association (TCSA)
- County Officials Association of Tennessee (COAT)
- Association of County Mayors (ACM)
- Tennessee County Trustees Association (TCTA)

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## REFERENCE MATERIALS

- Public Chapters and Private Acts
- CTAS Electronic Library (E-LI)
- State Policy Changes and Directives
- Appeal Decisions
- Records Retention
- Salary Schedules

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## Q & A



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