

COUNTY OFFICIALS E-NEWS

Promoting better county government through direct assistance to county officials and their associations



In cooperation with the Tennessee County Services Association (TCSA) and the County Officials Association of Tennessee (COAT), the UT County Technical Assistance Service (CTAS) is conducting a County Officials Orientation Program (COOP) for newly elected officials on the following days:

- **County Mayors/Executives, Commissioners & Highway Officials** beginning at 1 pm Aug. 26 and running through 12 noon Aug. 27
- **Clerks of Court, County Clerks, Registers of Deeds, & Trustees** beginning at 1 pm Aug. 27 and running through 12 noon Aug. 28

Information newly-elected officials should know before assuming office on September 1 will be presented. Both general information and office-specific training will be provided, along with County Officials Certificate Training Program (COCTP) information.

Officials not commuting in to Rutherford County should plan for a single night at the Embassy Suites. CTAS will provide your breakfast. You are responsible for additional personal expenses.

This orientation program is free for newly elected officials. Incumbents planning to attend will be asked to pay a \$100 registration fee to CTAS.

You will receive program agendas and COOP registration information after the August general election. Information and registration for COOP will be available at the CTAS website www.ctas.tennessee.edu and through the [CTAS Facebook page](#).

Hotel Accommodations

Contact the Embassy Suites hotel directly to make your own hotel reservations. Call 1-800-EMBASSY, the hotel directly at 615-890-4464 or make reservations on line at www.murfreesboro.embassysuites.com. When making reservations online, follow these steps:

- Enter dates on the hotel homepage
- Select "Check Availability"
- On the left hand side of the screen, under Narrow Your Results, select "Have a Special Code?"
- Enter the COOP2014 code **COO**
- Choose room type
- Proceed with reservation

The cut-off date for receiving the discounted COOP2014 rate is Thursday, August 14, 2014. The rate will increase significantly after August 14.



Trousdale County

County Seat: Hartsville

Population: 7,299

**County Government
Consultant:**

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Early historical accounts of Trousdale County noted it for two developments: a quarry that produced high-quality grist stones for Middle Tennessee's water-powered mills and a horse racetrack at Hartsville. Horse racing there was such a popular activity that Andrew Jackson often visited the town, and the Hartsville Jockey Club hosted races in 1836 featuring eighteen entries. As in much of the state, however, agriculture dominated the local economy. With four stores, by 1830 Hartsville was the central marketplace for neighboring cotton farmers.

For more information, visit
www.tennesseeencyclopedia.net

COOP Fees Reimbursement Information

As noted on page 1, CTAS will be offering training, the County Officials Orientation Program, to newly elected county officials in August. This program occurs the week before the officials will be sworn into office. This orientation program is very beneficial to newly elected officials and their counties. While CTAS does not charge a registration fee for newly elected officials there may be cost incurred by them for travel, lodging and meals.

To encourage attendance, counties may want to consider providing funds in the FY 14-15 budget to reimburse the costs for attending the County Officials Orientation Program. The County Powers Act (T.C.A. §5-1-118) passed in 1995 allows for a county to budget and expend money for any lawful purpose. Appropriation and expenditure of funds to reimburse new officials for orientation and training would be a lawful purpose. Counties interested in providing essential training and orientation of new officials should budget funds with a specific line item in the FY14-15 budget.

Medical Assistance for Inmates

Public Chapter 926 amended T.C.A. 71-5-106 to provide that an inmate's eligibility for medical assistance under the state's Medical Assistance Act is only suspended but not terminated during periods of actual incarceration. Additionally it provides that an inmate will be eligible for temporary reinstatement of medical assistance for care received outside of a jail or correctional facility in a hospital or other health care facility for stays of more than twenty-four hours. Finally it provides that a public institution, such as the county jail, may make efforts to establish eligibility for or renew assistance for inmates prior to their release from the public institution. Local government associations will be working closely with state agencies to implement the provisions of this law. More information will be provided as it becomes available.

This new law will become effective on April 1, 2015.

<http://www.tn.gov/sos/acts/108/pub/pc0926.pdf>

LGC Announces Freeline University

Local Government Corporation (LGC) has recently announced the launch of its online training option called Freeline University. Freeline is a web based learning management system, designed specifically for LGC's NextGen Software Suite. It provides instruction, review, and testing that customers can use at their own pace to accommodate their learning style. Freeline provides convenience, accessibility, and customized curriculum. It also offers a significantly discounted software installation and training price as long as everyone scores at least 80% on the software specific tests. Freeline is structured to promote success by allowing the tests to be taken as many times as needed.

Freeline University courses will be available for all of LGC's NextGen software packages as they become available. Curriculum is currently ready for the following packages:

- NextGen General Ledger
- NextGen Trustee

LGC's plan is to have curriculum ready for the City Traffic Reporting & Information System (CTRIS) in August, 2014.

The primary objective in using Freeline University is to give LGC customers an opportunity to save money on software installation and training costs by having them assume a major portion of the responsibility in learning as much of the new software as possible before LGC field staff arrive on site. This is done by using Freeline University to learn the basic skills needed to use the software. With the basic skills mastered, LGC field staff can spend their time onsite training on more advanced operations.

Some examples of the NextGen General Ledger curriculum include conventions and standards, using transactions, period end processes, budgeting, reporting, and more. Nextgen Trustee includes the NextGen General Ledger curriculum as well as curriculum on warrants, receipting, and more.

For more information on Freeline University, please visit the LGC website at <http://www.localgovcorp.com/>.

Upcoming Events



[Training](#) | [Events Calendar](#)

Bridging the Generational Gap in the Workplace - August 7, 8, 12, 13, 14, 15 (Various Locations)

COOP 2014 - Aug 26-27 for Mayors/Executives, Commissioners, Highway Officials ; Aug 27-28 for County Clerks, Clerks of Court, Registers of Deeds, Trustees (Embassy Suites, Murfreesboro)

NACo Webinars

The National Association of Counties offers several webinars to county governments. Topics cover a wide range including leadership, human resources, environmental issues, & more.

Visit the NACo for more information: <http://www.naco.org/education/Education//Pages/Webinars.aspx>

Note: This information is provided as a courtesy for our customers. CTAS does not endorse or sponsor any of the



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Public Chapter 901 Amends Mixed Drink Tax Statute Effective July 1

Beginning July 1, 2014, the distribution of mixed drink tax proceeds will change for a one-year period ending June 30, 2015 in all counties except Hamilton and Bradley. The changes are outlined in the [CTAS summary of Public Chapter 901](#). The department of revenue will send taxes collected in the county to the county trustee, and taxes collected in a city to the city recorder, for distribution in accordance with the new law. **Each county that has liquor by the drink is required to send written notice by August 1, 2014**, to the school systems within that county advising them of their entitlement to receive these tax revenues.

Public Chapter 901 also enacts new provisions governing the mixed drink tax revenues collected and distributed in prior years, and makes numerous changes affecting the settlement of any disputes that may have arisen with regard to the distribution of those revenues under T.C.A. § 57-4-306. Settlement agreements are authorized but must be in place by August 31, 2014. If no agreement is reached by September 1, 2014, suits may be filed in Davidson County chancery court, or the matter may be sent to arbitration by the comptroller's office. Recovery is limited to 1999. If suit is not filed or arbitration sought by December 31, 2014, recovery is barred for all years prior to July 1, 2014. These limitations do not apply to suits filed before June 1, 2014.

All of the foregoing provisions are discussed in greater detail in the [CTAS summary of Public Chapter 901](#), or in the full text of [2014 Public Chapter 901](#).

Surety Bonds for New Officials

Officials taking office this year will be required to obtain bonds in accordance with 2013 Public Chapter 315, which revised the minimum amounts for bonds obtained or renewed after April 29, 2013 (the effective date of the act). The revised minimum bond amounts can be found [HERE](#). Keep in the mind that the revised amounts are only statutory minimums. Bonds of greater amounts may be required by the approving authority. You should check with your county to verify the required bond amount for your office.

In addition to the increase in minimum bond amounts, counties are also now required to have blanket bond coverage for all employees not otherwise covered in the amount of \$150,000 per claim. If a county's current blanket bond coverage is less than \$150,000 per claim, the coverage must be updated upon renewal.

All surety bonds must now be filed in the County Clerk's office.

For more information, contact Ms. Joyce Welborn in the Division of Local Government Audit at 615-401 -7864, your field consultant, or CTAS at 615-532-3555.

County Officials E-News is published monthly to bring important information to county officials. For any questions or comments, please send Liz Gossett, CTAS E-Media & Information Specialist, an email at liz.gossett@tennessee.edu.