

# TENNESSEE UTILITY UPDATE

## KY-TN WEA

**John Greer, Utilities Specialist**  
**Comptroller of the Treasury**


February 5, 2019





# TENNESSEE UTILITY UPDATE

## Introduction

- ❶ Water and Wastewater Financing Board (WWFB)
  - ❷ Created in 1987
  - ❸ In 2007 moved administratively from Tennessee Department of Environment and Conservation (TDEC) to Comptroller of the Treasury (COT)
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# TENNESSEE UTILITY UPDATE

## Water and Wastewater Financing Board

- Cities and Towns (250)
- Counties (12)
- Authorities (10)
- Water and Wastewater only



# TENNESSEE UTILITY UPDATE

## Introduction

- **Utility Management Review Board (UMRB)**
- **Created in 1987**
- **In 2007 moved administratively from Tennessee Department of Environment and Conservation (TDEC) to Comptroller of the Treasury (COT)**

# TENNESSEE UTILITY UPDATE

## Utility Management Review Board

- Utility Districts (180)

- Water

- Wastewater

- Gas

- Fire



# TENNESSEE UTILITY UPDATE

## Both Boards

- 9 members
- 2 ex-officio
- 7 appointed by Governor
- All grand divisions of Tennessee represented



# TENNESSEE UTILITY UPDATE

## What do we do?

### Water and Wastewater Financing Board

#### ➤ Purpose (TCA § 68-221-1007)

- To correct financial losses
  - Reasonable user rate increases (expense decreases)
  - Negotiate consolidations

### Utility Management Review Board

#### ➤ Legislative directive (TCA § 7-82-706)

- Act for the public welfare
- Carry out the General Assembly's intent that utility districts be operated as self-sufficient enterprises.






# TENNESSEE UTILITY UPDATE

## Municipal Training

### PC 118 - Municipal Utility Board Member Training

- Mandates training and continuing education for members of the governing body of a municipal water or sewer system subject to T.C.A. § 7-34-115
  - Municipal utility system includes the system of “any county or incorporated city or town of the state”
  - Water and wastewater authorities also included
- 

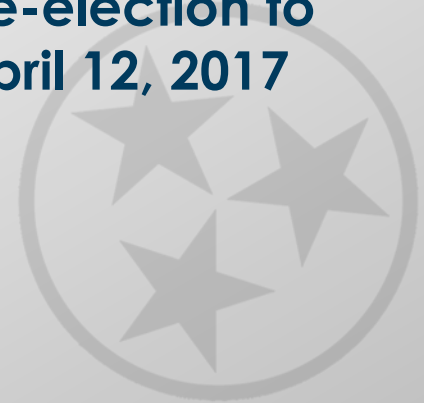


# TENNESSEE UTILITY UPDATE

## Municipal Training

### PC 118 - Municipal Utility Board Member Training

- New board member must get 12 hours of training within one year after initial appointment or election to the municipal utility's governing body
- Incumbent board members must get 12 hours of training within one year after their re-appointment or re-election to the municipal utility's governing board after April 12, 2017



# TENNESSEE UTILITY UPDATE

## Municipal Training

### PC 118 - Municipal Utility Board Member Training

- Subjects include, but not limited to,
  - Board governance
  - Financial oversight
  - Policy-making responsibilities
  - Other topics reasonably related to board duties



# TENNESSEE UTILITY UPDATE

## Municipal Training

### 🇺🇸 PC 118 - Municipal Utility Board Member Training

- Training and continuing education offered by an association or organization must have its curriculum approved by the Comptroller's Office **PRIOR TO USE**
  
- In house trainings may be approved
  - Budget
  - Audit
  - Ethics
  - Other topics reasonably related to board duties

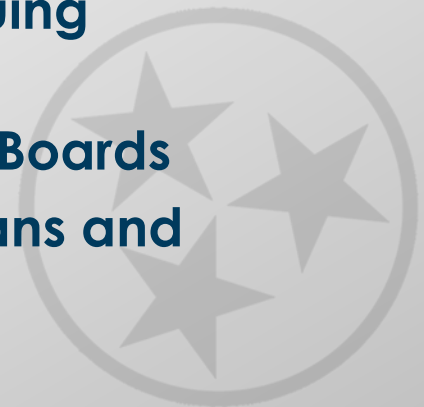


# TENNESSEE UTILITY UPDATE

## Municipal Training

### 🇺🇸 PC 118 - Municipal Utility Board Member Training

- After getting initial 12 hours of training, the board member must get 12 hours of training and continuing education every three years – **New continuing education period begins on January 1 of the following year**
- Failure to get the required training and continuing education may result in
  - Imposition of reasonable sanctions by the Boards
  - Ineligibility for state revolving loan fund loans and grants



# TENNESSEE UTILITY UPDATE

## Municipal Training

### PC 118 - Extension of Municipal Official Training Deadlines

- Comptroller may grant a six month extension of training deadline
- Show reasonable, substantial compliance
- Must complete the full training required within six months extension for the relevant training period

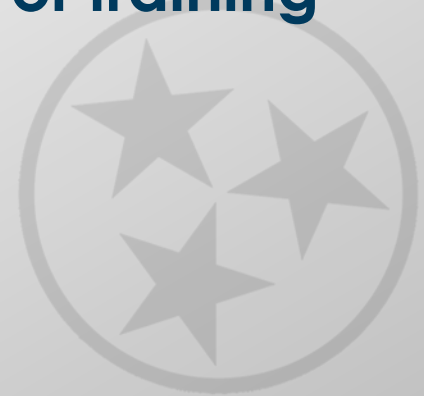




# TENNESSEE UTILITY UPDATE

## PC 118 – Example

- 🌐 Commissioner Water gets initial 12 hours of training on January 14, 2019
- 🌐 Commissioner Water's new "Continuing Education Period" starts on January 1, 2020
- 🌐 Commissioner Water **MUST** have 12 hours of training completed by January 1, 2023





# TENNESSEE UTILITY UPDATE

## PC 118 – Example

- ❶ Elected City Commissioner Water misses training and fails to get an extension
  - Commissioner Water's City is referred to the WWFB
- ❷ Appointed City Commissioner Water misses training and fails to get an extension
  - Commissioner Water's City is referred to the WWFB



# TENNESSEE UTILITY UPDATE

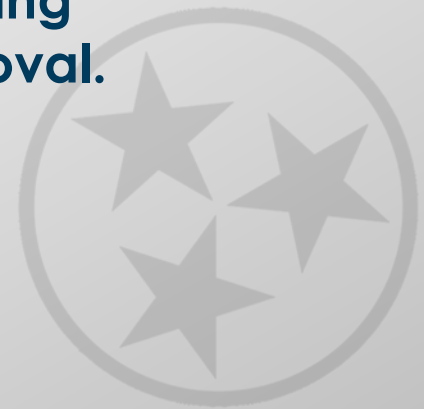
## FAQs

### ❁ Who is required to receive the training under Public Chapter 118?

- All board members of municipalities, counties, and treatment authorities that oversee a water and/or wastewater system.

### ❁ How is training approved?

- Anyone wishing to have training approved should submit a detailed syllabus and the appropriate supporting documentation to [utilities@cot.tn.gov](mailto:utilities@cot.tn.gov) for approval.







# TENNESSEE UTILITY UPDATE

## FAQs

- ❁ I was elected before 2017 am I grandfathered in?
  - NO
- ❁ I was elected before 2017, do I have to take the initial 12 hours?
  - YES – when you are re-elected
- ❁ Can I get an extension after I have already missed the requirement?
  - NO (However)
- ❁ Who do I send my training certificates to?
  - The records custodian in your office





# TENNESSEE UTILITY UPDATE

## FAQs

- ❶ Will you approve my internal training?
  - Yes
- ❷ Will the Comptroller's office hold free trainings?
  - Yes, Regionally
- ❸ Can any utility commissioner get an extension
  - Yes – if done correctly
- ❹ Where do I get an extension?
  - <https://comptroller.tn.gov/boards/utilities.html>





## Online Utility Training

### Online Utility Training

#### Training FAQ

#### Request Training Extension

# Online Utility Training

The Tennessee Comptroller of the Treasury is pleased to offer a full program of online utilities training for board members of municipalities and counties that oversee a water and/or wastewater system. A select number of hours of online training have also been approved for utility district commissioners and treatment authority board members.

Board members are required to have 12 hours of training within 12 months of their initial election or appointment (or re-election/reappointment after April 12, 2017) and 12 hours every three years thereafter (this is referred to as a continuing education period).

The initial 12 hours is only required for the first election or appointment and not every election or appointment. Once a board member has satisfied their initial 12 hours after election or appointment, their continuing education period of three years begins on the following January 1st.

## Getting Started

If you have not registered for the Comptroller's online training, you will need an email account. The email account will be your user name on the Traineze website.

[Register](#)

## View Training Courses

If you have already registered for an account, signing in will take you to the Traineze website and allow you to view our various training courses.

[Sign In](#)



**UTILITY MANAGEMENT REVIEW BOARD/  
WATER & WASTEWATER FINANCING BOARD**

**Request for Training/Continuing Education Extension<sup>1</sup>**

Name of Utility Board Member Seeking Extension: \_\_\_\_\_

Name of Utility: \_\_\_\_\_

End Date of Current Training/Continuing Education Period: \_\_\_\_\_

Length of Extension Requested (NOT to exceed 6 months): \_\_\_\_\_

Number of Hours Currently Completed: \_\_\_\_\_

Please explain the circumstances that lead to your filing of an extension request with the UMRB or WWFB:

\_\_\_\_\_

\_\_\_\_\_  
*Signature of Board Member Requesting Extension*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Signature of Board Chair*

\_\_\_\_\_  
*Date*

**UMRB/WWFB STAFF ONLY**

☐ Approved ☐ Denied

Name of Staff Member: \_\_\_\_\_

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Date*

If you are having trouble submitting this form, please email a copy to [utilities@cot.tn.gov](mailto:utilities@cot.tn.gov)

**Submit Form**

<sup>1</sup> Tenn. Code Ann. § 7-34-115 (j)(6), Tenn. Code Ann. § 7-82-308(f)(3), Tenn. Code Ann. § 68-221-605(f)(5), Tenn. Code Ann. § 68-221-1305(f)(5)



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[Sign In](#)



[How To Take a Course](#)
[Admin Actions](#)
[all](#) | [hide completed](#)

## Library (15)

Comptroller Courses (15)

0%

Average Score  
(completed courses)



**Introduction to the Comptroller's Utility Office** - [View Certificate](#)

Not Graded Time: 4276s Started: 11/27/2018 Completed: 12/28/2018



review



**Communicating with Customers** - [View Certificate](#)

Not Graded Time: 3302s Started: 11/27/2018 Completed: 12/28/2018



review



**Budgeting for WWFB Utilities** - [View Certificate](#)

Not Graded Time: 3071s Started: 1/14/2019 Completed: 1/14/2019



review



**A Debt Overview for Utilities** - [View Certificate](#)

Not Graded Time: 3572s Started: 1/14/2019 Completed: 1/14/2019



review



**Financial Accountability and Fraud Awareness** - [View Certificate](#)

Not Graded Time: 9962s Started: 1/14/2019 Completed: 1/15/2019



review



**Fraud Can't Happen Here** - [View Certificate](#)

Not Graded Time: 6895s Started: 1/15/2019 Completed: 1/16/2019



review



**Internal Controls and Fraud in Utilities** - [View Certificate](#)

Not Graded Time: 6209s Started: 11/27/2018 Completed: 1/17/2019



review

**John Greer**

[john.greer@cot.tn.gov](mailto:john.greer@cot.tn.gov)



### GASB Basics 101 Part 1

Enrolled: 1/17/2019 Started: 1/17/2019



resume



### GASB Basics 101 Part 2 - 🔒

Enrolled: NA



start



### Public Records and Open Meetings Part 1

Enrolled: 11/27/2018 Started: 11/27/2018



resume



### Public Records and Open Meetings Part 2 - 🔒

Enrolled: NA



start



### Water Loss Assessment Part 1

Enrolled: 11/27/2018 Started: 11/27/2018



resume



### Water Loss Assessment Part 2 - 🔒

Enrolled: NA



start



### Utility Conveyance System; I&I and Water Loss Reduction

Enrolled: 1/9/2019 Started: 1/9/2019



resume



### How to Download and Save your Certificate

🏛 Not Graded Time: 8s Started: 1/3/2019 Completed: 1/3/2019



review



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# Advanced Search

Search all data

Select A Division



Select A Year



## Advanced Search

Select A County



Select A City



Select State Department/Agency



Select College/University



Select Other Entities



Select Type Of Report



Search

Clear

# QUESTIONS?



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