



The State of Tennessee

Department of Commerce
and Insurance

Julie Mix McPeak
Commissioner

TITLE VI COMPLIANCE REPORT AND
IMPLEMENTATION PLAN

FY2016-2017

| | |
|---|----|
| I. Table of Contents | |
| II. Overview | 1 |
| III. Responsible Officials | 5 |
| IV. Definitions | 6 |
| V. Non-Discrimination Policy | 9 |
| VI. Organization of the Civil Rights Office | 10 |
| VII. Discriminatory Practices | 11 |
| VIII. Federal Programs or Activities | 13 |
| IX. Data Collection and Analysis | 14 |
| X. Limited English Proficiency (LEP) | 16 |
| XI. Complaint Procedures | 20 |
| XII. Title VI Training Plan | 23 |
| XIII. Sub-recipient Monitoring | 24 |
| XIV. Public Notice and Outreach | 31 |
| XV. Compliance/Noncompliance Reporting | 37 |
| XVI. Evaluation Procedures of Title VI Implementation | 38 |

Appendices

| | |
|--|------------|
| Department of Commerce and Insurance Organizational Chart | Appendix A |
| Federal Financial Assistance for FY2017 and FY2018 | Appendix B |
| Federal Financial Assistance Property List | Appendix C |
| Statements of Assurances | Appendix D |
| Report of Department Staff and Members of | Appendix E |

| | |
|---|------------|
| Governor Appointed Regulatory Boards and Commissions Who Received Meeting Per Diems | |
| TFACA Student Data and TCFP Test Applicant Data | Appendix F |
| TLETA Student Data and POST Certification Applicant Data | Appendix G |
| LEP Encounters in FY20 17 | Appendix H |
| Complaint Logs for 2016 and 2017 | Appendix I |
| Department of Commerce and Insurance Title VI Complaint Form | Appendix J |
| Title VI Trained Staff | Appendix K |
| Printouts of the Online Training for FY2017 | Appendix L |
| Professional Service Contracts FY2017 | Appendix M |
| Vendor Payments | Appendix N |
| Diversity Vendors | Appendix O |
| Agency Term Contracts | Appendix P |
| Composition of Planning and Advisory Boards | Appendix Q |
| LEP Translated Documents | Appendix R |
| Public Notice and Outreach | Appendix S |

II. Overview

The Department of Commerce and Insurance is a diverse agency charged with protecting the interests of consumers while providing fair, efficient oversight and a level field of competition for a broad array of industries and professionals doing business in Tennessee. The statute creating the Department of Commerce and Insurance is T.C.A. § 56-1-201, and laws that guide the Department's functions may be found at Title 56 Chapter 1. The Department accomplishes its regulatory responsibilities primarily through professional licensing, establishment of professional qualification and performance standards, audits and examinations of licensees, investigation of consumer complaints, enforcement actions, and consumer education. The Department houses six divisions – the Division of Consumer Affairs, the Division of Insurance, the Securities Division, the TennCare Oversight Division, the Division of Fire Prevention, and the Division of Regulatory Boards. There are four agencies administratively attached to the Department – the Tennessee Corrections Institute, the Tennessee Emergency Communications Board, the Tennessee Law Enforcement Training Academy, and the Peace Officers Standards and Training Commission.

The **Division of Consumer Affairs**, in concert with other state and federal agencies, is charged with the enforcement of the Tennessee Consumer Protection Act. In FY2017, the Division received 3,704 [3,002 in the Comprehensive Online Regulatory Enforcement (CORE) System and 702 in the Complaint Management System (CMS) consumer complaints regarding the practices of businesses operating in Tennessee.

The **Division of Fire Prevention** is the State Fire Marshal's Office. The Division includes the state's building and safety codes enforcement operations and fire investigations. Training for volunteer and career firefighters and codes officials is provided through the Tennessee Fire Service and Codes Enforcement Academy (TFACA). TFACA provides training on its campus and at local fire department sites across the state. Certification of volunteer and career firefighters in Tennessee is provided through the Tennessee Commission on Firefighting Personnel and Standards Education. The Division also conducts fire safety education programs across the state.

The **Division of Insurance** regulates approximately 3,000 insurance companies and more than 172,000 insurance producers. The Division also reviews and approves insurance policy forms and rates for use in this State, mediates and investigates policyholder complaints of misconduct and fraud, and conducts consumer education programs across the State. The Consumer Insurance Services section of the Division mediated 2,942 policyholder complaints during FY2017. The insurance companies regulated by the Division paid premium taxes to this State during FY2017. In total, the fees and taxes added \$909,930,649 to the State general fund. In addition, the Division collected and funded its budget through other fees that totaled \$14,414,164 during FY2017.

The **Division of Regulatory Boards** houses 27 self-funded boards and commissions that enforce professional standards of conduct and statutory mandates for certain licensed industries – accountants, alarm system contractors, architects, the athletic commission, auctioneers, beauty pageants, burial services, collection services, contractors, cosmetologists & barbers, court reporters, credit service businesses, debt collection businesses, embalmers, engineers, funeral

directors, geologists, home improvement contractors, home inspectors, land surveyors, locksmiths, motor vehicle dealers and sellers, private investigators, private probation officers, private protective services, polygraph examiners, real estate agents, real estate appraisers, and scrap metal dealers. The Division regulates over 230,000 active licensees. Board and Commission members are appointed by the Governor or the Commissioner of Commerce and Insurance in accordance with statutorily mandated composition criteria which include, but are not limited to, consideration to gender, race, age, geographic location, professional knowledge and experience.

The **Securities Division** regulates 1,503 broker-dealer firms, 135,982 broker-dealer agents, 281 investment adviser firms, 1,577 investment adviser firm notice filers, and 5,732 investment adviser representatives. The Division also registers securities products, investigates investor complaints of misconduct and fraud, and produces investor education programs across the state. The Securities Division collected \$24,854,366.31 in fees from registrants and notice filers during FY2017.

The **TennCare Oversight Division** monitors the financial condition and timely payment practices of the health maintenance organizations (HMOs) and other managed care companies that contract to provide services to 1.4 million TennCare enrollees. The Division is contracted to receive a total of \$2,477,200 from the TennCare Bureau for FY2018. That total is funded 50/50 state and federal.

The **Tennessee Commission on Firefighting Personnel and Standards Education**, which is housed under the Fire Prevention Division, is responsible for the certification of volunteer and career firefighters in the State of Tennessee. The Commission also administers the Educational Incentive Pay Program for paid firefighters. The Commission is made up of nine members appointed for six year terms and all of those members, except for the volunteer firefighter, shall be qualified by experience in the area of fire protection and related fields and shall meet the minimum training requirements of T.C.A. § 4-24-112, be a certified firefighter II or above, and be an active or retired member of a fire department currently participating in the commission's certification training program.

The ninth member shall be a volunteer firefighter who shall: (1) be qualified by experience; (2) be qualified to extinguish and control fires and fire-related emergencies as a member of a volunteer fire department recognized under T.C.A. § 68-102-301; (3) meet the minimum training requirements of T.C.A. § 4-24-112; (4) currently serve or has served as a training officer for a fire department; and (5) not be considered a full-time employee of the fire department that they are representing. Of course, there is no prohibition against more than one member being a volunteer firefighter.

TCA § 4-24-104(d) states that: “In making appointments to the commission, the governor shall strive to ensure that at least one person appointed to serve on the commission is 60 years of age or older and that at least one person appointed to serve on the commission is a member of a racial minority.”

The governor makes three appointments to the commission and, at minimum, pursuant to TCA § 4-24-104(c)(3): one appointment shall be a career firefighter and one appointment shall be a

volunteer firefighter. The third governor appointee may be either a career or a volunteer firefighter.

TCA § 4-24-104(g) provides that: “Each grand division of the state shall be represented on the commission.”

Tennessee Fire and Codes Enforcement Academy (TFACA) is a professional educational institution associated with the Department and housed under the Fire Prevention Division. TFACA received federal financial assistance in FY2017 and is projected to use federal financial assistance during FY2018. The students who matriculate through the training programs offered by this school are employees of local fire service agencies who have been referred for basic and advanced education. The employers pay for the students’ tuition. The diversity of the student populations at the school is determined by the recruitment efforts of the fire service agencies that use the education programs.

The **Tennessee Corrections Institute (TCI)** is responsible for training local correctional staff and inspecting local adult correctional facilities. The mission of the agency is to work with Tennessee jails to develop a professional corrections environment. The TCI Board of Control establishes standards and guidelines used in the inspection process and training curriculums to determine certification. Areas covered in the minimum standards promulgated by rules for local detention facilities include, but are not limited to, the physical plant, medical and food services, administrative-management, personnel, security, supervision of inmates, inmate programs, sanitation and maintenance. The correctional services programs of the institute are under the direction of the Board of Control. The composition of the TCI Board of Control membership is proscribed by statute and consists of seven individuals with fixed terms: the Governor or his designee; the Commissioner of Corrections or the Commissioner’s designee; the chair of a department of criminal justice of an institution of higher learning, appointed by the Governor; two sheriffs appointed by the Governor, one from a county with a population of two hundred thousand or more and the other from a county with less than two hundred thousand; a county mayor appointed by the Governor; and a chief of police or county commissioner, who are appointed by the Governor. The board structure enables the Governor to ensure that the composition of the Board reflects the diversity of the populations represented with respect to race and gender as well as geographical, government and professional association interests on both state and local levels.

The **Tennessee Emergency Communications Board (TECB)** is a self-funded board housed within the Department of Commerce and Insurance. The Board is charged with the establishment and maintenance of an advanced statewide emergency communications system and it is funded through a monthly emergency telephone surcharge imposed on users and subscribers of all telecommunications services capable of contacting 911. The Board also provides financial oversight, operational oversight and technical assistance to the state's 100 emergency communication districts (ECDs) and establishes technical, operational and dispatcher training standards, and manages the distribution of funds from the Emergency Communications Fund to the ECDs. The Board is composed of nine members. Four members are appointed by the Governor, two members are appointed by the Speaker of the House, and two members are appointed by the Speaker of the Senate. The ninth member is the Comptroller or his/her designee. One member appointed by the Governor is a public citizen with no connection to emergency communications. One member appointed by the Speaker of the Senate represents

county governments. One member appointed by the Speaker of the House represents city governments. The five remaining members must be either current directors of emergency communication districts or current members of emergency communications boards of directors. The appointing authorities are statutorily directed to ensure that the composition of the Board reflects the diversity of the population of this state with respect to race, gender, age, and geographical and political interests.

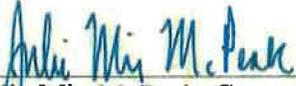
The **Tennessee Law Enforcement Training Academy** (TLETA) trains state, county, and city law enforcement officers at all levels of responsibility. Annually, TLETA trains about half of the new police recruits in the state, provides in-service training, and assists the P.O.S.T. Commission in maintaining records for over 14,000 certified officers in the state. Specialized school offerings by TLETA in mandated, requested, and emerging subjects provide an opportunity for P.O.S.T. certified officers to receive the required 40 hours in-service training as well as learn innovative techniques in maintaining law enforcement services. TLETA trained 849 students in four basic police schools and 22 specialized schools during FY2017.

The **Peace Officers Standards and Training Commission** (P.O.S.T.) is the primary regulatory body for Tennessee law enforcement officers. The P.O.S.T. Commission develops and enforces educational, physical, and proficiency skills standards for law enforcement agencies and officers statewide. In addition to setting standards, the Commission also certifies law enforcement training, instructors, curricula, academies, specialized schools, officers, staff, and agencies. The Commission also provides an annual salary supplement to certified full time officers completing the required 40 hours of in-service training. The Commission is comprised of 19 members, 13 members appointed by the Governor, two members appointed by the Speaker of the House of Representatives, two members appointed by the Speaker of the Senate, one member designated by the Attorney General as his representative, and the Director of TLETA serves as the Executive Secretary. With the exception of the Executive Secretary, each member's appointment is for a fixed term. The Governor's appointments must be comprised of two police chiefs, two sheriffs, two police officers below the rank of Assistant Chief, two non-supervisory officers, four citizen members who may have law enforcement connections, and one citizen member who has no law enforcement connection.

As a by-product of this wide-range of professional services, the Department of Commerce and Insurance collected more than \$1,031,400.00 in fees in FY2017, second only to the Department of Revenue.

The Department's total operating budget for FY 2017 was \$216,030,000.00.

III. RESPONSIBLE OFFICIALS



Julie Mix McPeak, Commissioner
Department of Commerce and Insurance
Davy Crockett Tower
500 James Robertson Parkway
Nashville, Tennessee 37243
(615) 741-6007 voice
(615) 532-6943 facsimile
Julie.McPeak@tn.gov



Maliaka L. Bass
Deputy General Counsel/Title VI Coordinator
Department of Commerce and Insurance
Office of General Counsel
Davy Crockett Tower
500 James Robertson Parkway
Nashville, Tennessee 37243
(615) 741-9594 voice
(615) 741-4000 facsimile
Maliaka.Bass@tn.gov



Carey Kefauver
Assistant General Counsel
Department of Commerce and Insurance
Office of General Counsel
Davy Crockett Tower
500 James Robertson Parkway
Nashville, Tennessee 37243
(615) 741-741-8683 voice
(615) 741-4000 facsimile
Carey.Kefauver@tn.gov

IV. DEFINITIONS

Assurance: A written statement or contractual agreement signed by the Commissioner of Commerce and Insurance in which a recipient, secondary recipient or contractor agrees to administer federally assisted programs in accordance with civil rights laws and regulations.

Beneficiaries: Those persons to whom assistance, services, or benefits are ultimately provided.

Compliance: The fulfillment of the requirements of Title VI, other applicable laws, implementation of regulations, and instructions to the extent that no distinctions are made in the delivery of any service or benefit on the basis of race, color, or national origin.

Complaints: A verbal or written allegation of discrimination which indicates that any federally assisted program is operated in such a manner that it results in disparity of treatment to persons or groups of persons because of race, color, or national origin.

Compliance Reviews: Regular systematic inspections of agency programs conducted to determine regulatory compliance with the civil rights laws and regulations. Compliance reviews determine compliance and noncompliance in the delivery of benefits and services in federally assisted programs. These reviews help to measure the effectiveness of agency civil rights programs. They identify problems, such as denial of full benefits, barriers to participation, different treatment, lack of selection to advisory boards and planning committees, lack of information, and denial of the right to file a civil rights complaint. Compliance reviews may be conducted on-site or through desk audits.

Conciliatory Agreement: A voluntary agreement between a federal agency and the state or between the state and a sub-recipient or contractor that provides for corrective action to be taken to eliminate discrimination in any program receiving federal assistance.

Contractor: A person or entity that agreed to perform services at a specified price.

Desk Audit: A desk audit is a structured paper review of statistical and narrative information submitted by recipients or agency program offices of compliance information obtained before or without going on-site, conducted according to review procedures. Desk audits include routine reviews of assurance forms or other documents to ensure that they have been properly completed.

Discrimination: To make any distinction between one person or group of persons and others, either intentionally, by neglect, or by the effect of actions or lack of actions based on race, color, or national origin.

Federal Assistance: Any funding, property, or aid provided for the purpose of assisting a beneficiary.

Invitation to Bid (ITB): A procurement method where a contract is awarded to one or more bidders based on the lowest responsive and responsible price.

Minority: A person or groups of persons differing from others in some characteristics and often subjected to differential treatment on the basis of race, color, or national origin.

Noncompliance: Failure or refusal to comply with Title VI of the Civil Rights Act of 1964, other applicable civil rights laws, and implementing departmental regulations.

Parity: The proportion of minority participation to the minority eligible population of a service delivery point is the same as the proportion of non-minority participation to the non-minority eligible population of the same delivery point.

Post-award Review: A routine inspection of agency programs during and after federal assistance has been provided to the beneficiary or recipient. These reviews may be cyclical or based on a priority system contingent upon the potential for noncompliance in individual programs. Reviews are normally conducted through on-site visits; however, desk audits and other mechanisms may also be used to assess operation of federally assisted programs. A post-award review may result in a written report that shows the compliance status of agency program offices and recipients. When necessary, the report will contain recommendations for corrective action. If the program office or recipient is found to be in noncompliance, technical assistance and guidance must be provided to bring the recipient into voluntary compliance. If voluntary compliance cannot be secured, formal enforcement action is then initiated.

Potential Beneficiaries: Those persons who are eligible to receive federally assisted program benefits and services.

Pre-award Review: A desk audit of the proposed operations of a sub-recipient or contractor prior to the approval of the grant or contract. The Department must determine that the program or facility will be operated such that program benefits will be equally available to all eligible persons without regard to race, color, or national origin. The applicant may provide methods of administering the program designed to ensure that the primary recipient and sub-recipient(s) under the program will comply with all applicable regulations, and correct any existing or developing instances of noncompliance. If the documentation provided by the applicant for the desk audit is inadequate to determine compliance, then an on-site evaluation may be necessary.

Public Notice/Notification: Process of publicizing information on the availability of programs, services and benefits to minorities and statements of nondiscrimination. This is attained through the use of newspapers, newsletters, periodicals, radio and televisions, community organizations, and grassroots and special needs directories, brochures, and pamphlets.

Recipient: Any state, political subdivision of any state, or instrumentality of any state or political subdivision, any public or private agency, institution, or organization, or other entity or any individual in any state to whom federal financial assistance is tendered, directly or through another recipient, for any program, including any successor, assignee, or transferee thereof, but not including any ultimate beneficiary under such program.

Request for Proposal (RFP): A written solicitation for written proposals to provide goods or services to the State.

Service Delivery Area: The area served by a service delivery point in the administration of federally assisted programs.

Service Delivery Point: The place in which federally assisted program services or benefits are administered to the public.

Title VI of the Civil Rights Act of 1964, 42 U.S.C. 2000d-4: Federal law prohibiting discrimination based on race, color, or national origin. It covers all forms of federal aid except contracts of insurance and guaranty. It does not cover employment, except where employment practices result in discrimination against program beneficiaries or where the purpose of the federal assistance is to provide employment.

V. NONDISCRIMINATION POLICY

It is the policy of the Department of Commerce and Insurance (the "Department") to ensure equal opportunity in all aspects of its programs and services without regard to race, color, or national origin under Title VI of the Civil Rights Act of 1964. This policy applies to the administration of all programs and activities of the Department whenever any program or activity of the Department is assisted with federal financial assistance. The Department, its sub-recipients, and its contractors shall make available any compliance report to be reviewed by THRC upon request.

VI. ORGANIZATION OF THE CIVIL RIGHTS OFFICE

See Appendix A, Department of Commerce and Insurance Organizational Chart of Civil Rights Coordination.

The Title VI Coordinator is responsible for:

1. Collecting data from the divisions/programs within the Department regarding the Department's compliance with Title VI;
2. Receiving complaints alleging violation of Title VI;
3. Coordinating the investigation of complaints alleging violation of Title VI;
4. Reporting the results of complaint investigations to the Commissioner of Commerce and Insurance, the Deputy Commissioner/Title VI Compliance Officer, the General Counsel, and the head of the affected division/program area;
5. Coordinating compliance reviews with Department auditors and/or relevant program staff;
6. Preparing the annual Title VI Implementation Plan;
7. Preparing training materials for Department staff;
8. Conducting training for Department staff; and
9. Assisting division/program heads and staff with understanding the Title VI expectations and compliance issues for their divisions/programs.

The Title VI Compliance Officer is responsible for:

1. Keeping the records of the Title VI compliance office;
2. Responding to records requests; and
3. Responding to information requests.

VII. DISCRIMINATORY PRACTICES

The Department shall administer all programs in a nondiscriminatory manner. The Department shall not, on the basis of race, color or national origin:

- A. Deny a person the opportunity to participate as a member of a planning or advisory body that is an integral part of the program;
- B. Provide a service or benefit to an individual that is inferior (either in quantity or quality) to that provided to others by or in the program;
- C. Provide an individual with a service or benefit in a manner different from others under the program;
- D. Subject an individual to segregation in any manner related to the receipt of services or benefits under the program;
- E. Subject an individual to separate treatment in any manner related to receiving services or benefits under the program;
- F. Restrict an individual in any way in the receipt of any advantage or privilege enjoyed by others under the program;
- G. Require non-uniform standards or conditions as pre-requisites for accepting an individual into a program;
- H. Deny an individual any service or benefit provided under the program;
- I. Use criteria or methods of administration which (1) have the effect of subjecting individuals to discrimination, or (2) operate to defeat or substantially impair the accomplishment of the objectives of the program;
- J. Permit discriminatory activity in a facility built in whole or in part with federal funds;
- K. Fail to provide service or information in a language other than English when potential or actual beneficiaries are of limited English speaking ability;
- L. Fail to advise the population eligible to be served or provided benefits by the program of the existence of the program;
- M. Subject an individual to discriminatory employment practices under any federally funded program whose object is to provide employment; or
- N. Locate a facility in any way which would limit or impede access to a federally funded service or benefit.

EXAMPLES OF PROHIBITED DISCRIMINATORY PRACTICES

Illustrative examples of prohibited discriminatory practices, include but are not limited to, the following:

- A. Applying licensing standards inconsistently to applicants on the basis of their race, color, or national origin.
- B. Applying job qualification standards inconsistently to applicants for positions funded by federal assistance on the basis of their race, color, or national origin.
- C. Not considering or rejecting a contract proposal on the basis of the business owner's race, color, or national origin.
- D. Not including minority owned businesses in the distribution of request for proposal notices.
- E. Refusing to accept a consumer complaint from and provide assistance to a consumer on the basis of the consumer's race, color, or national origin.
- F. Applying course completion requirements inconsistently to students on the basis of their race, color, or national origin.

VIII. FEDERAL PROGRAMS OR ACTIVITIES

For FY2017, the total amount of federal financial assistance was \$1,823,405.97. For FY2018, the total amount of federal financial assistance, to date, is \$1,765,760.87.

See Appendix B, Federal Financial Assistance for FY2017 and FY2018; and Appendix C Federal Financial Assistance Property List.

STATEMENTS OF ASSURANCE

See Appendix D, Copies of Statements of Assurances.

IX. DATA COLLECTION AND ANALYSIS

MINORITY REPRESENTATION OF DEPARTMENT STAFF

| Racial breakdown of Employees and Members of Boards and Commissions who receive meeting per diems | | | | | | |
|--|--------------|-------------------|------------------|---------------|------------------|---------------|
| Race | Count | Percentage | Executive | Exec % | Preferred | Pref % |
| White | 616 | 82.57% | 202 | 32.79% | 414 | 67.21% |
| Black | 107 | 14.34% | 21 | 19.63% | 86 | 80.37% |
| Asian | 8 | 1.07% | 3 | 37.50% | 5 | 62.50% |
| Hispanic/Latino | 6 | 0.80% | 2 | 33.33% | 4 | 66.67% |
| Native American | 3 | 0.40% | 1 | 33.33% | 2 | 66.67% |
| Other | 6 | 0.80% | 1 | 16.67% | 5 | 83.33% |
| Vacant | 140 | 0.00% | | | | |
| TOTAL | 886 | 100.00% | | | | |

See Appendix E, Report of Department Staff and Members of Governor Appointed Regulatory Boards and Commissions Who Receive Meeting Per Diems.

BENEFICIARIES

The primary programmatic charge of the Department of Commerce and Insurance is professional regulation. This is accomplished through licensing and enforcement of the standards and laws applicable to the industries subject to the Department’s jurisdiction. The racial/ethnic diversity of the industry populations is determined by individual professional goals and training, as well as the recruitment efforts within those industries. However, all citizens of the state are beneficiaries of the regulatory work of the Department because of the provision of access to competent, ethical businesses and professionals and protection from unqualified, unlicensed, and/or unethical business people.

Through the State Fire Marshal’s Office, which is based in the Fire Prevention Division, the Department is responsible fire code and electrical installation safety inspections, residential building code standards, manufactured housing production and installation safety inspections, the investigation into the cause and origin of fires, and fire insurance fraud. As with the consumer protections provided by the professional regulation duties of the Department, the fire and building safety duties of the Department serve all of the citizens of Tennessee.

Tennessee Race and Ethnicity Census Data
(percentage of population)

| | | | | | | | | |
|------------------------|-------------------------------|-------|-----------------|---------------------------------|--------------------------|---------------------|--------------|-------------------------------------|
| African American/Black | American Indian/Alaska Native | Asian | Hispanic/Latino | Nat. Hawaiian/Pacific Islanders | 2 or more races reported | White, not Hispanic | Foreign Born | Language Other Than English At Home |
| 16.7% | 0.3% | 1.4% | 4.6% | 0.1% | 1.7% | 75.6% | 4.1% | 5.9% |

*data from U.S. Census Bureau, 2010 Census

There are two professional educational institutions associated with the Department – the Tennessee Fire and Codes Enforcement Academy (TFACA), which is housed under the Fire Prevention Division, and the Tennessee Law Enforcement Academy (TLETA). TFACA and TLETA received federal financial assistance in FY2017 and are projected to use federal financial assistance during FY2018.

The students who matriculate through the training programs offered by these two schools are employees of local fire service and state/local law enforcement agencies who have been referred for basic and advanced education. The employers pay for the students' tuition. The diversity of the student populations at both schools is determined by the recruitment efforts of the fire service and law enforcement agencies that use the education programs. Data regarding the racial composition of the student populations served by TFACA and TLETA is requested of the students during the class registration process. There were a total of 16,083 students trained through the Tennessee Fire Service and Codes Academy (TFACA) during FY2017 and 849 students trained through TLETA during FY2017.

The Tennessee Commission of Firefighting Personnel and Standards Education (TCFP) and the Peace Officers Standards and Training Commission (POST) are responsible for establishing the standards for fire departments and law enforcement agencies, and certifying the qualifications of firefighters and law enforcement officers. TCFP collects data regarding the applicants for certification testing. There were 4,979 students trained through the Tennessee Commission of Firefighting Personnel and Standards Education during FY2017. Likewise, POST collects data concerning the race of applicants for certification. There were 382 officers certified through the Peace Officers Standards and Training Commission during FY2017.

See Appendix F, TFACA Student Data and TCFP Test Applicant Data; and Appendix G, TLETA Student Data and P.O.S.T. Certification Applicant Data.

X. LIMITED ENGLISH PROFICIENCY (LEP)

POLICY

It is the policy of the Department of Commerce and Insurance that all program areas take reasonable steps to ensure that persons with Limited English Proficiency (LEP) have meaningful access and an equal opportunity to participate in our services, activities, programs and other benefits. The policy of the Department of Commerce and Insurance is to ensure meaningful communication with persons that experience LEP and their authorized representatives. This policy also provides for communication of information contained in vital documents, including but not limited to, waivers of rights and consent forms, consumer complaint forms, educational materials, and notices of rights to a hearing and/or appeal of administrative orders. All interpreters, translators and other aids needed to comply with this policy shall be provided without cost to the person being served.

Language assistance will be provided through use of competent bilingual staff, staff interpreters, contracts or formal arrangements with organizations providing interpretation or translation services, or technology and telephonic interpretation services. All staff will be provided notice of this policy and procedure, and staff that may have direct contact with LEP individuals will be trained in effective communication techniques, including the effective use of an interpreter.

The Department of Commerce and Insurance will conduct a regular review of the language access needs of our service population, as well as update and monitor the implementation of this policy and these procedures, as necessary. In determining the language access needs and obligations of the Department, each program will consider the following four factors:

1. The number or proportion of LEP persons in the population;
2. The frequency of contact LEP persons have with the program;
3. Nature and importance of program; and,
4. Resources available to the program.

PROCEDURES:

1. IDENTIFYING LEP PERSONS AND THEIR LANGUAGE

The Department of Commerce and Insurance will promptly identify the language and communication needs of the LEP person. If necessary, staff will use a language identification card (or "I speak cards") or posters to determine the language. In addition, when records are kept of past interactions with individuals or their family members, the language used to communicate with the LEP person will be included as part of the record.

2. OBTAINING A QUALIFIED INTERPRETER

Avaza Language Services Corp. is a vendor that is contracted with the State to provide qualified telephone based interpreter services. The agency's telephone numbers are 1-800-482-8292, (615) 534-3405 Nashville, (901) 257-3190 Memphis, (865) 342-7768 Knoxville area, (731) 410-2911 Jackson area, (931) 472-0446 Clarksville area, (423) 424-0950 Chattanooga area. The hours of

availability are 24 hours a day, 7 days a week, 365 days a year. The Avaza business address is 5209 Linbar Drive, Suite 603, Nashville, TN 37211.

Linguistica International Translation Services is also a vendor contracted with the State to provide qualified telephone based interpreter services. The toll free number for this service is 866-980-5744, and the website is located at www.linguisticainternational.com. The hours of availability are 24 hours a day, 365 days a year. Linguistica International offers professional interpreters that cover over 250 languages and dialects.

Some LEP persons may prefer or request to use a family member or friend as an interpreter. However, family members or friends of the LEP person will not be used as interpreters unless specifically requested by that individual and **after** the LEP person has understood that an offer of an interpreter at no charge to the person has been made by the department or agency. Such an offer and the response will be documented in the person's file. If the LEP person chooses to use a family member or friend as an interpreter, issues of competency of interpretation, confidentiality, privacy, and conflict of interest will be considered. If the family member or friend is not competent or appropriate for any of these reasons, competent interpreter services will be provided to the LEP person.

Children (e.g. persons under the age of 18) will **not** be used to interpret, in order to ensure confidentiality of information and accurate communication.

3. PROVIDING WRITTEN TRANSLATIONS

When translation of vital documents is needed, each division or unit in the Department of Commerce and Insurance will submit documents for translation into frequently-encountered languages to vendors contracted with the State to provide this service. Original documents being submitted for translation will be in final, approved form.

4. MONITORING LANGUAGE NEEDS AND IMPLEMENTATION

On an ongoing basis, the Department of Commerce and Insurance will assess changes in demographics, types of services or other needs that may require reevaluation of this policy and its procedures. In addition, the Department of Commerce and Insurance will regularly assess the efficacy of these procedures, including but not limited to mechanisms for securing interpreter services, equipment used for the delivery of language assistance, complaints filed by LEP persons, and feedback from the public and community or consumer organizations.

The Department of Commerce and Insurance generally encounters LEP beneficiaries when receiving, investigating, and mediating consumer complaints. The Department utilizes the State's current foreign language translator service contract with Avaza Language Services Corp. ("Avaza"). Avaza provides a phone-based language interpretation service. Every division and program within and administratively attached to the Department has been registered with Avaza by the Title VI Coordinator. The access codes assigned to each division, as well as language identification posters and service information kits have been distributed to each division head for dissemination among office and field staff.

The Department currently has nine employees who fluently speak seven languages other than English – Arabic, Telugu, Chinese, German, Spanish, and Hindi. Although these employees are not certified as interpreters, they are willing to assist their co-workers and beneficiaries when needed.

The State Board of Cosmetology and Barber Examiners has a relatively high number of contacts with individuals who speak Spanish. The Executive Director provides all Spanish assistance.

Top 6 Languages other than English Spoken in Tennessee Homes*

| % of Tennessee Population | A combination of several African languages | Arabic | Chinese | German | Korean | Spanish | Tennessee Population |
|---------------------------|--|--------|---------|--------|--------|---------|----------------------|
| 5.2% | 4.0% | 3.2% | 3.4% | 3.7% | 2.2% | 58.7% | 6,346,105 |

*data from the U.S. Census Bureau, 2010 Census

For FY2017, the Insurance Division encountered a total of 14 contacts of languages other than English, including Spanish and Arabic. The TennCare Oversight Division had 1 encounter. The Cosmetology Board had 3,000 encounters. The Motor Vehicle Commission had 2 encounters. Regulatory Boards-Legal Division had 6 encounters. The Consumer Affairs Division had 60 encounters for a grand total of 503 in person encounters; 2,283 telephonic encounters and 300 encounters in writing.

| Division | Spanish | Arabic | Vietnamese | Other |
|---------------------------|---------|--------|------------|-------|
| Insurance | 13 | 1 | | |
| TennCare Oversight | 1 | | | |
| Cosmetology | 950 | 210 | 1,755 | 85 |
| Motor Vehicle Commission | 1 | 1 | | |
| Regulatory Boards - Legal | 3 | | 3 | |
| Consumer Affairs | 58 | | 1 | 1 |
| Total | 1,026 | 212 | 1,759 | 90 |

See Appendix H, LEP Encounters in FY2017.

The following documents are available in translated versions:

1. Division of Consumer Affairs
 - a. Don't Get Scammed brochure – Spanish; and
 - b. Guidelines for Home Repair Contracting brochure – Spanish.
2. Insurance Division
 - a. Consumer Insurance Services Complaint Form – Spanish; and
 - b. All html pages on the internet can be translated into any language.

3. Regulatory Boards Division
 - a. License Examinations – offered in Spanish and Vietnamese
 - i. Cosmetology;
 - ii. Aesthetician; and
 - iii. Manicurist.
 - b. Outreach Powerpoints - Spanish

4. Fire Prevention Division
 - a. Informational door hangers (part of “Get Alarmed” smoke alarm installation program)
– Spanish;
 - b. Carbon monoxide safety materials (part of the Consumer Product Safety Commission program) – Spanish;
 - c. Safety materials ordered yearly from U.S. Fire Administration – Spanish

The Department’s website is translatable in accordance with the language needs of the viewers through the use of Google Translate software. Similarly, many of the Department’s online consumer complaint forms are translatable through the use of Google Translate software.

Copies of translated documents are located in **Appendix R, LEP Translated Documents.**

XI. COMPLAINT PROCEDURES

See Appendix I, 2016 and 2017 Title VI Complaint Logs.

The Department received two Title VI complaints alleging discrimination on the basis of race. The complaints are currently being investigated by the Department's Title VI Coordinator.

LAWSUITS

There were no lawsuits filed alleging discrimination on the basis of race, color, or national origin under any federally funded program or activity during FY2017.

COMPLAINT PROCEDURES

Acceptance of Complaints of Discrimination:

- A. Any person alleging discrimination based on race, color, or national origin has a right to file a complaint within 180 days of the following:
 - 1. The date of the alleged act of discrimination; or
 - 2. The date when the person(s) became aware of the alleged discrimination; or
 - 3. Where there has been a continuing course of conduct, the date on which the conduct was discontinued or the latest instance of the conduct.

- B. All complaints, written or verbal, should be accepted. In the event a complainant sets forth the allegations verbally and refuses to reduce such allegations to writing, the person to whom the complaint is made should reduce the elements of the complaint to writing. **See Appendix J, Department of Commerce and Insurance Title VI Complaint Form.**
 - 1. Allegations by fax or e-mail will be acknowledged and processed, once the identity of the complainant and the intent to proceed with this complaint have been established. The complainant is required to mail a signed, original copy of the fax or e-mail transmittal for the Department to be able to process it.
 - 2. Allegations received by telephone will be reduced to writing and provided to complainant for confirmation or revision before processing.

A complaint form will be forwarded to the complainant to complete, sign, and return to the Department for processing.
 - 3. Complaints may also be filed with the Tennessee Human Rights Commission.

- C. Complaints, whether written or later reduced to writing by a staff person, should contain the following information:

1. Name, address, and telephone number of the complainant.
2. The location and name of the entity delivering the service.
3. The nature of the incident that led the complainant to feel discrimination was a factor. A detailed description of the issues, including names and job titles of those perceived as parties in the complained-of incident, must be included.
4. The basis of the complaint, i.e., race, color, or national origin.
5. Names, titles, addresses, and phone numbers of people who may have knowledge of the event.
6. The date(s) on which the alleged discriminatory event(s) occurred.

D. Investigation and Resolution

1. Complaints should be handled within 90 days of their receipt.
2. Upon receipt of the complaint, the Title VI Coordinator, will determine its jurisdiction, acceptability, and need for additional information, as well as investigate the merit of the complaint.
 - a. In order to be accepted, a complaint must meet the following criteria:
 - i. The complaint must be filed within 180 calendar days of the alleged occurrence or when the alleged discrimination became known to the complainant;
 - ii. The allegation(s) must involve a covered basis such as race, color, or national origin; and
 - iii. The allegation(s) must involve a program or activity of a federal-aid recipient, sub-recipient, or contractor.
 - b. A complaint may be dismissed for the following reasons:
 - i. The complainant requests the withdrawal of the complaint;
 - ii. The complainant fails to respond to repeated requests for additional information needed to process the complaint; or
 - iii. The complainant cannot be located after reasonable attempts.
3. Title VI Coordinator shall report the commencement of an investigation to the Tennessee Human Rights Commission (Commission) within 10 days.
4. A letter should be sent by the Title VI Coordinator acknowledging receipt of the complaint and requesting a time and date an investigator can reach the complainant by phone to discuss the complaint.

5. Complainants are not parties to a Title VI investigation and do not enjoy a status different from other persons interviewed.
6. A preliminary inquiry directed by the Title VI Coordinator should be conducted on all complaints to substantiate or refute the allegations.
7. If the preliminary inquiry indicates that there may be a problem, then a full complaint investigation should be initiated. A letter should be sent to the complainant explaining that an investigation will be started and that their cooperation will be needed in the future.
8. If the allegations are not substantiated, a letter should be sent to the complainant that contains a description of the allegations investigated, the scope of the investigation, the facts learned and a closing statement summarizing the basis on which the determination was made.
9. After completion of the investigation, the Title VI Coordinator shall submit a summary of its investigation to the Commission prior to notifying the complainant.
10. The Title VI Coordinator shall also report the investigator's findings to the Title VI Compliance Officer, the Commissioner of Commerce and Insurance, and the administrative head of the division/program area directly impacted by the discrimination complaint allegations, and receive recommendations regarding the appropriate resolution for the complaint and method for correcting noncompliance findings.
11. The Title VI Coordinator shall work with the administrative head of the division/program directly impacted by the discrimination complaint allegations to achieve compliance with Title VI.
12. A complaint log shall be kept for records and submission to the proper federal authorities and the THRC.

XII. TITLE VI TRAINING PLAN

The Department developed an online Title VI training for staff which included informational slides as well as 17 questions presented in a multiple choice or true/false format. The online training provided a refresher on the requirements of Title VI and National Origin/LEP considerations, and focused on the procedures for filing and investigating Title VI complaints. A passing score of at least 80% was required of each individual who completed the training, and completion was tracked by a notification system that generated into the Title VI Compliance Officer's email upon completion of the training by each staff member. Out of a total of 739 employees, 96% (713 employees) successfully completed the Title VI online training. Out of a total of 112 sub-recipients 96% (107 sub-recipients) successfully completed the Title VI online training.

See Appendix K, List of Title VI Trained Staff; and Appendix L, printouts of the Online Training for FY2017 including informational slides and quiz questions.

The Department had 13 sub-recipients during FY2017. The sub-recipients were public and private colleges and universities in the state of Tennessee – University of Memphis, Tennessee Technological University, Christian Brothers University, Vanderbilt University, Union University, University of Tennessee at Chattanooga, University of Tennessee at Knoxville, University of Tennessee at Martin, O'More College of Design, Tennessee State University, Middle Tennessee State University, Lipscomb University, and East Tennessee State University. The schools received grants from the dedicated funds of the Board of Architects and Engineers. These grants were used to enhance the quality of these academic programs with the end goal of having well-educated license applicants for the Board of Architects and Engineers. Title VI training was not provided to the sub-recipients schools that provided a copy of the Title VI compliance documents regularly maintained as a condition of being a recipient/sub-recipient of federal financial assistance from other sources. Seven sub-recipient schools – Christian Brothers University, East Tennessee State University, Lipscomb, Middle Tennessee State University, O'More College of Design, Tennessee State University, and Union University – did not provide copies of Title VI compliance documents, and a representative from the program receiving the grant at each of those seven schools completed and passed the Department's online Title VI training.

The Title VI Implementation Plan is distributed to all division heads within the Department.

XIII. SUB-RECIPIENT MONITORING

A. Sub-recipients, Contractors, Vendors

- The Department, its sub-recipients or contractors shall make available any compliance report to be reviewed by THRC upon request.
- **See Appendix M Professional Service Contracts FY 2017; Appendix N Vendor Payments; Appendix O Diversity Vendors; and Appendix P Agency Term Contracts** for information specifically related to each sub-recipient, contractor, or vendor. Please note all contractors are located within the United States, with exception of MicroPact Global, Inc. which has offices in Canada.
- There are a total of 206 contractors (sub-recipient, contractor, or vendor). **See Appendix M Professional Service Contracts FY 2017.**
- Excerpts of the contractual provisions prohibiting discrimination, which is agreed to by sub-recipients, contractors and/or vendors of the department or agency are provided below in Section B.

B. Pre-Award Procedures – Assurances & Data Collection

The Department does not currently provide a pre-assessment or self-survey to sub-recipients and/or proposers/contractors or specify Title VI training standards that proposers/contractors must meet. Though there have not been recorded field reviews, on-site compliance review may be conducted if the information provided by the proposer is inadequate. If the pre-award review reveals weaknesses in the proposer's program, approval/disapproval action may be deferred pending prompt remedial action on the part of the proposer to resolve the areas of noncompliance. The proposer must be notified of the areas of apparent noncompliance and given the opportunity to take timely corrective action.

See Appendix M Professional Service Contracts FY 2017 for a list of each sub-recipient, contractor and/or vendor that has signed a "statement of assurance" provided by the department or agency for the most recent fiscal year.

The Department adheres to Central Procurement Office rules and policies in contracting for commodities, nonprofessional and professional services. All contractors selected based on the State of Tennessee's Request For Proposal (RFP) or Invitation to Bid (ITB) process are required to acknowledge compliance with Title VI at the time a proposal or bid is submitted. RFP proposers and ITB bidders must complete a Statement of Certifications and Assurances which recites that the proposer or bidder agrees to comply with Tennessee statutes and rules relating to competitive procurements, including all Standard Terms and Conditions, Special Terms and Conditions, and Contract Specifications.

Standard Terms and Conditions, included in both the ITB and commodity or nonprofessional service contracts, provide as follows:

No person on the grounds of handicap or disability, age, race, color, religion, sex, national origin, or any other classification protected by Federal and/or Tennessee State Constitutional and/or statutory law shall be excluded from participation in, or denied benefits of, or be otherwise subjected to discrimination in the performance of the Contract or in the employment practices of the vendor/contractor. The vendor/contractor shall, upon request, show proof of such non-discrimination, and shall post in conspicuous places, available to employees and applicants, notices of non-discrimination.

The following model language, specified in the Central Procurement Office Professional Service Contracting Manual, is included in all RFPs issued by the Department:

Nondiscrimination. No person shall be excluded from participation in, be denied benefits of, or be otherwise subjected to discrimination in the performance of a Contract pursuant to this RFP or in the employment practices of the Contractor on the grounds of handicap or disability, age, race, creed, color, religion, sex, national origin, or any other classification protected by federal, Tennessee state constitutional, or statutory law. The Contractor pursuant to this RFP shall, upon request, show proof of such nondiscrimination and shall post in conspicuous places, available to all employees and applicants, notices of nondiscrimination.

The following model language, set forth in the Central Procurement Office Professional Service Contracting Manual, requires all proposers responding to RFP's issued by the Department to:

Provide documentation of the Respondent's commitment to diversity as represented by the following:

- (a) Business Strategy. Provide a description of the Respondent's existing programs and procedures designed to encourage and foster commerce with business enterprises owned by minorities, women, service-disabled veterans, persons with disabilities, and small business enterprises. Please also include a list of the Respondent's certifications as a diversity business, if applicable.
- (b) Business Relationships. Provide a listing of the Respondent's current contracts with business enterprises owned by minorities, women, service-disabled veterans, persons with disabilities, and small business enterprises. Please include the following information:
 - (i) contract description;
 - (ii) contractor name and ownership characteristics (*i.e.*, ethnicity, gender, service-disabled veteran-owned or persons with disabilities);
 - (iii) contractor contact name and telephone number.

(c) Estimated Participation. Provide an estimated level of participation by business enterprises owned by minorities, women, service-disabled veterans, persons with disabilities and small business enterprises if a contract is awarded to the Respondent pursuant to this RFP. Please include the following information:

- (i) A percentage (%) indicating the participation estimate. (Express the estimated participation number as a percentage of the total estimated contract value that will be dedicated to business with subcontractors and supply contractors having such ownership characteristics only and **DO NOT INCLUDE DOLLAR AMOUNTS**);
- (ii) Anticipated goods or services contract descriptions;
- (iii) Names and ownership characteristics (i.e., ethnicity, gender, service-disabled veterans, or disability) of anticipated subcontractors and supply contractors.

NOTE: In order to claim status as a Diversity Business Enterprise under this contract, businesses must be certified by the Governor's Office of Diversity Business Enterprise (Go-DBE). Please visit the Go-DBE website at <https://tn.diversitysoftware.com/FrontEnd/StartCertification.asp?TN=tn&XID=9810> for more information.

(d) Workforce. Provide the percentage of the Respondent's total current employees by ethnicity and gender.

NOTE: Respondents that demonstrate a commitment to diversity will advance State efforts to expand opportunity to do business with the State as contractors and subcontractors. Response evaluations will recognize the positive qualifications and experience of a Respondent that does business with enterprises owned by minorities, women, service-disabled veterans, persons with disabilities, and small business enterprises and who offer a diverse workforce.

The following model language, set forth in the Central Procurement Office Professional Service Contracting Manual, is included in all professional service contracts issued by the Department:

Nondiscrimination. The Contractor hereby agrees, warrants, and assures that no person shall be excluded from participation in, be denied benefits of, or be otherwise subjected to discrimination in the performance of this Contract or in the employment practices of the Contractor on the grounds of handicap or disability, age, race, creed, color, religion, sex, national origin, or any other classification protected by federal or state law. The Contractor shall, upon request, show proof of nondiscrimination and shall post in conspicuous places, available to all employees and applicants, notices of nondiscrimination.

Assignment and Subcontracting. The Contractor shall not assign this Contract or enter into a subcontract for any of the goods or

services provided under this Contract without the prior written approval of the State. Notwithstanding any use of the approved subcontractors, the Contractor shall be the prime contractor and responsible for compliance with all terms and conditions of this Contract. The State reserves the right to request additional information or impose additional terms and conditions before approving an assignment of this Contract in whole or in part or the use of subcontractors in fulfilling the Contractor's obligations under this Contract.

The following model language, set forth in the Central Procurement Office Professional Service Contracting Manual, is included in all professional service contracts paid for with federal funds issued by the Department

Equal Opportunity. During the performance of this Contract, the Contractor agrees as follows:

- a. The Contractor will not discriminate against any employee or applicant for employment because of race, color, religion, sex, sexual orientation, gender identity, or national origin. The Contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, color, religion, sex, sexual orientation, gender identity, or national origin. Such action shall include, but not be limited to the following:
 - (1) Employment, upgrading, demotion, or transfer, recruitment or recruitment advertising;
 - (2) Layoff or termination;
 - (3) Rates of pay or other forms of compensation; and
 - (4) Selection for training, including apprenticeship.

The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the contracting officer setting forth the provisions of this nondiscrimination clause.

- b. The Contractor will, in all solicitations or advertisements for employees placed by or on behalf of the Contractor, state that all qualified applicants will receive considerations for employment without regard to race, color, religion, sex, sexual orientation, gender identity, or national origin.
- c. If the State approves any subcontract, the subcontract shall include paragraphs (a) and (b) above.

Proposers and bidders must also provide documentation of commitment to diversity as represented by business strategy, relationships, and workforce - this documentation should detail all of the following:

- A description of existing programs and procedures designed to encourage and foster commerce with business enterprises owned by minorities, women, service disabled veterans, and small business enterprises;
- A listing of current contracts with business enterprises owned by minorities, women, service disabled veterans, and small business enterprises, including the following information:
 - (a) contract description and total value;
 - (b) contractor name and ownership characteristics (*i.e.*, ethnicity, sex, disability); and
 - (c) contractor contact and telephone number.
- An estimate of the level of participation by business enterprises owned by minorities, women, service disabled veterans, and small business enterprises in a contract awarded to the enterprise pursuant to the RFP or ITB, including the following information:
 - Participation estimate (expressed as a percent of the total contract value that will be dedicated to business with subcontractors and supply contractors having such ownership characteristics);
 - Descriptions of anticipated contracts;
 - Names and ownership characteristics (*i.e.*, ethnicity, sex, disability) of anticipated subcontractors and supply contractors; and
 - Percentage of total current employees by ethnicity, sex, and disability.

Proposers are advised that a demonstrated commitment to diversity will advance State efforts to expand opportunities to do business with the State as contractors and sub-contractors. Proposal evaluations will recognize the positive qualifications and experience of a proposer that does business with enterprises owned by minorities, women, service disabled veterans, small business enterprises, and that offers a diverse workforce to meet service needs.

All contractors bidding on commodity or nonprofessional service contracts issued by the Department, by the Central Procurement Office on behalf of the Department, or who have been identified as a sole source provider of needed goods or services, are provided with an Efforts to Achieve Diversity Business Enterprise Participation form, designed and distributed by the Governor's Office of Diversity Business Enterprise. This form and/or documentation supporting the contractor's Diversity Utilization Plan must be included with all bids for contracts or sole source purchases.

C. Post-Award Procedures

The Department is currently reviewing its post-award procedures to determine whether the procedures are sufficient to monitor the compliance of the types of sub-recipients used by the Department.

Contractors are required to assist the State in monitoring performance and provide quarterly reports to the Governor's Office of Diversity Business Enterprise (Go-DBE) to document participation of Minority Business Enterprises (MBE), Woman Business Enterprises (WBE), Service-Disabled Veteran Business Enterprises (SDVBE), and Small Business Enterprises (SBE). Following the award of a Professional Services Contract, the Department requires that the Contractor complete a document which, among other things, requires the Contractor to voluntarily indicate whether the Contractor identifies as African American, Asian, Hispanic, Native American, Female, a Person with a Disability, a Small Business, Government, Other, or Not Minority or Disadvantaged. This process allows the department to assess the diversity of its contractors.

D. Public Notice and Outreach

The Department does not currently monitor public dissemination of information about the following by sub-recipients and/or contractors:

- ♦ Nondiscrimination policy;
- ♦ Programs and services;
- ♦ Complaint procedures; and
- ♦ Minority participation on planning boards and advisory bodies.

E. Procedures for Noncompliance

The Department will, to the extent practicable, attempt to obtain voluntary compliance before refusing, suspending, or terminating assistance or contract for noncompliance with Title VI. Attempts to gain compliance will not be unduly protracted.

Probable noncompliance results when any civil rights compliance reviewer, federal or state, determines that there has been any significant deviation from any civil rights law or regulation.

F. Procedures for Ensuring Voluntary Compliance

- In cases where a compliance investigation or compliance review results in findings of noncompliance, the Department shall notify the sub-recipient or contractor through certified mail of the apparent noncompliance. The notice shall clearly identify the conditions of noncompliance and offer a reasonable time to willingly comply.
- The Department shall record the date the sub-recipient or contractor received notice, and shall note and record the last day afforded the sub-recipient or

contractor for voluntary compliance before initiating an administrative process to terminate assistance.

- The sub-recipient or contractor may request a meeting for the purposes of discussing the problem area or requirement for compliance.
- The Commissioner of Commerce and Insurance shall approve the sub-recipient's or contractor's voluntary compliance plans, methods, procedures, and proposed actions, if such approval will result in compliance with Title VI. Such a plan should be submitted in writing. Failure of voluntary efforts will result in termination or suspension of assistance or contract.

G. Termination or Suspension of Assistance

- Any action to terminate or suspend assistance or a contract shall be limited to a particular sub-recipient or contractor against whom a finding of noncompliance has been made and shall be limited in its effect to the particular program, or part thereof, in which noncompliance has been found.
- General conditions for termination or suspension of assistance or contract shall not become effective until:
- The Department has advised the sub-recipient or contractor of its failure to comply and it has been determined that compliance cannot be secured through voluntary means;
- There is a documented finding that after opportunity for a hearing, if applicable, sub-recipient or contractor has failed to comply with the requirements of Title VI and applicable state and federal regulations; or
- Approval has been given by the Commissioner of Commerce and Insurance.

XIV. PUBLIC NOTICE AND OUTREACH

The Department endeavors to inform the public about all available services and their rights under Title VI. It is also available on request made to the Title VI Compliance Coordinator. The Title VI nondiscrimination policy and complaints procedures are not published separately from the Title VI Implementation Plan. However, the Department does make copies of the Title VI nondiscrimination policy and complaint procedures available to the public on request made to the Title VI Compliance Coordinator.

The Department of Commerce and Insurance utilizes minority media on an annual basis. Any time a news release is disseminated to the public, minority media outlets are included as part of the distribution. Print, radio, television, and social media outlets are forms of media included when publicizing any event, awareness campaign, educational message and newsworthy information, and minority media is strongly represented among those outlets.

The Department of Commerce and Insurance works directly with minority communities to educate and provide awareness on the multitude of resources available. The following resources help to improve the quality of life for all Tennesseans.

- a. Get Alarmed program
- b. Insurance Awareness programs
- c. Consumer Affairs Awareness programs

The Department's Division of Consumer Affairs works collaboratively with internal and external agencies and civic organizations to reach minorities in the Tennessee marketplace. In 2018, the Division of Consumer Affairs intends to continue to collaborate with organizations such as Conexion Americas to assist in making minority entrepreneurs aware of the various resources that are available.

The Division of Consumer Affairs conducts consumer education programs across the state. The Division provides consumer education materials translated into Spanish, such as the Don't Get Scammed brochure and Guidelines for Home Repair Contracting. Additionally, one educational program was translated into braille for a presentation to the annual Upward Mobility Training for a group of visually impaired individuals. The Department is currently working to have the three newest brochures translated, and should have those completed within the current fiscal year.

The Consumer Insurance Services Section of the Division participates in minority health fairs across the state. These health fairs are organized to help in the prevention and early detection of health issues in the minority communities across Tennessee. Most recently, the program participated in an event held at Fisk University on July 1, 2017.

All html pages on the Department's website can be translated to any language. There is a tab at the bottom of all state pages that allows pages to be translated. The consumer complaint form is posted in both English and Spanish.

The Securities Division did not provide minority-focused outreach in FY2017. All outreach conducted by the Division is available to all audiences. However, the Securities Division is considering conducting an investor education outreach event conducted in English and Spanish

in FY2018. The Division has also expanded its investor education outreach program to millennials, college students, and young professionals and entrepreneurs with the hopes of reaching a more diverse demographic.

Currently, the Securities Division does not produce any materials in language other than English. The Division will explore the feasibility of providing outreach and literature to those with limited English proficiency. The Division will also consider including an option on the website to file a complaint form in Spanish.

The Division of Fire Prevention provides a home fire safety workshop two times a year as part of Habitat for Humanity's future homeowner's class. This class features participants from multiple ethnicities, races, and national origins. Additionally, they partner with fire departments across the state through the Get Alarmed Tennessee program to reach a diverse group of Tennesseans in high risk areas.

Within the Division of Regulatory Boards, the Cosmetology and Barber Examiners had minority-focused outreach in 2017. The Executive Director of this program spoke at the Memphis Instructor seminar on June 11, 2017. Additionally, through Conexion Americas, the Executive Director provided presentations to the Hispanic community explaining licensure and how the Department of Commerce and Insurance can be of assistance. Funeral and Burial, Board of Licensing Contractors, and Cosmetology and Barber will continue to try and reach minorities within each of the professions to ensure that they are receiving the information they need. Cosmetology and Barber, as well as the Board of Licensing Contractors, plans to continue to work with Conexion Americas.

The Office of the Board of Funeral Directors and Embalmers, also operating within the Division of Regulatory Boards, consistently communicates with the liaison of the Tennessee State Funeral Directors Morticians Association, an association comprised of predominately African American funeral establishments.

Copies of signs and brochures distributed by the Department are located in **Appendix S, Public Notice and Outreach.**

The Department's programs also:

- A. Display nondiscrimination posters;
- B. Inform eligible persons of new programs or changes in existing programs pertaining to eligibility benefits and services, including the location of local facilities or service delivery points and hours of service, by mailing information to minority and grass roots organizations in the area affected;
- C. Include civil rights requirements in all guidelines and make the guidelines available to the public;
- D. Provide access to Title VI information to beneficiaries, potential beneficiaries, and proposers, including procedures for filing complaints; program information; and

rights of beneficiaries and proposers as reflected in legislation, program regulations, directives, materials, pamphlets, etc.; and

- E. Include in any published program information a statement that the program is available to all without regard to race, color, or national origin. The statement shall be in bold type and in a prominent location.

ADVISORY BOARDS AND COMMISSIONS

The Regulatory Boards Division, the Fire Prevention Division, and the Tennessee Emergency Communications Board currently use advisory boards to assist with programs. Information regarding advisory board member eligibility criteria and vacancies on the advisory boards is available at the Secretary of State's website tnsos.net/publications/oa/index.php and on the websites for the program areas www.tn.gov/commerce. The existence of the advisory boards and committees is also promoted through and by the related industries. The Department's Title VI training program emphasizes that minority representation, whenever possible, is a compliance expectation for each of the Department's advisory boards and commissions.

The advisory boards and commissions that are connected to the Regulatory Boards Division are appointed by the Commissioner of Commerce and Insurance. They advise the Commissioner regarding professional standards, testing, and assist with the promulgation of rules for their assigned programs. The advisory boards and commissions for which the Commissioner has appointment authority assist the Geology Licensing Program, the Home Inspector Advisory Committee, the Locksmith Testing Advisory Board, the Scrap Metal Advisory Committee, and the Soil Scientists Advisory Committee. With the exception of the Locksmith Testing Advisory Board, each of these boards and commissions is inactive, as the Commissioner has not appointed new members. **See Appendix Q, Composition of Planning and Advisory Boards.**

The advisory boards and commissions that are connected to the Fire Prevention Division include the Blasting Advisory Council and the Code Edition Advisory Committee. The Blasting Advisory Council members are appointed by the Commissioner of Commerce and Insurance, and their duties include assisting the Department in developing reasonable policies and regulations that will protect public safety while promoting efficiency and effectiveness. The Code Edition Advisory Committee is an ad hoc advisory group which is not created by statute or rule. It is expected that a Codes Edition Advisory Committee will reconvene when the 2018 edition of the codes are published.

The Tennessee Emergency Communications Board has three standing committees: The Operations Advisory Committee, Policy Advisory Committee, and Technical Advisory Committee. The board appoints the members of these committees from a list of qualified individuals with background and experience in emergency communications and the telecommunications industry. The members of these committees are selected to represent a balance of interests, regions, and demographics. Representatives are appointed from the large, medium, and small sized emergency communications districts, as well as from Tennessee's three grand divisions. Members also represent city and county government interests and the professional associations for sheriffs, police chiefs, and emergency medical services.

Locksmith Testing Advisory Board

| Total Members | African American | Amer. In. or AK Nat. | Asian | Caucasian | Hispanic or Latino | Other | Unknown |
|---------------|------------------|----------------------|-------|-----------|--------------------|-------|---------|
| 6 | | 1 | | 5 | | | |
| Percentage | 0% | 17% | 0% | 83% | 0% | 0% | 0% |

Blasting Advisory Council

| Total Members | African American | Amer. In. or AK Nat. | Asian | Caucasian | Hispanic or Latino | Other | Unknown |
|---------------|------------------|----------------------|-------|-----------|--------------------|-------|---------|
| 12 | 1 | | | 8 | | | |
| Percentage | 11.1% | 0% | 0% | 88.9% | 0% | 0% | 0% |

Composition of the Tennessee Emergency Communications Operations Advisory Committee

| Total Members | African American | Amer. In. or AK Nat. | Asian | Caucasian | Hispanic or Latino | Other | Unknown |
|---------------|------------------|----------------------|-------|-----------|--------------------|-------|---------|
| 10 | | | | 8 | | | |
| Percentage | 0% | 0% | 0% | 100% | 0% | 0% | 0% |

Composition of the Tennessee Emergency Communications Policy Advisory Committee

| Total Members | African American | Amer. In. or AK Nat. | Asian | Caucasian | Hispanic or Latino | Other | Unknown |
|---------------|------------------|----------------------|-------|-----------|--------------------|-------|---------|
| 12 | | | | 10 | | | |
| Percentage | 0% | 0% | 0% | 100% | 0% | 0% | 0% |

Composition of the Tennessee Emergency Communications Technical Committee

| Total Members | African American | Amer. In. or AK Nat. | Asian | Caucasian | Hispanic or Latino | Other | Unknown |
|---------------|------------------|----------------------|-------|-----------|--------------------|-------|---------|
| 5 | | | | 3 | 1 | | |
| Percentage | 0% | 0% | 0% | 75% | 25% | 0% | 0% |

| Composition of Planning Boards & Advisory Bodies | | |
|---|------------|-------|
| Racial Breakdown of Planning Boards & Advisory Bodies | | |
| Race | Total # 37 | 100% |
| Black | 1 | 2.7% |
| White | 34 | 91.8% |
| Asian | 0 | 0 |
| Hispanic | 1 | 2.7% |
| Native American/Indian | 1 | 2.7% |
| Pacific Islander | 0 | 0 |
| Other | 0 | 0 |

See Appendix Q, Composition of Planning and Advisory Boards.

MINORITY INPUT

Opportunities to receive public input regarding the programs of the Department are provided in several ways. All meetings of Governor appointed boards and commissions and Commissioner appointed advisory boards and commissions are public meetings. The calendars and agendas for the meetings are published on the Department's website www.tn.gov/commerce/resources/public-meetings.html. Notices of public rulemaking hearings are posted on the Department's website www.tn.gov/commerce and on the Secretary of State's website tnsos.org/rules/RulemakingHearings.php. All of the Department's licensees are asked to provide electronic mail addresses in order to receive copies of rulemaking notices that effect their businesses and professions. Additionally, the Department's website provides viewers the ability to submit feedback and the regulatory boards and commissions offer online customer satisfaction surveys.

PUBLIC NOTICE FOR GRANT AND BIDDING OPPORTUNITIES

The Department is pro-active in ensuring the inclusion of minorities in the various methods of soliciting professional services, as well as relaying to proposers the priority of equal opportunity in contracts and subcontracts. The Department uses the Governor's Office of Diversity Enterprises to identify minority vendors and contractors. Department staff encourages known minority contractors to register and provides information about the Governor's Office of Diversity Enterprises. Professional Service Requests for Proposals and solicitations are posted on the Department's website at <https://www.tn.gov/commerce/fire-prevention.html> and on the Department of General Services' website at www.tn.gov/generalservices/procurement/central-procurement-office--cpo-/supplier-information-/request-for-proposals--rfp--opportunities.html.

XV. COMPLIANCE/ NONCOMPLIANCE REPORTING

The Department has not received a request to furnish Title VI compliance information to any state or federal entity.

N/A. The Department was not required to fulfill any federal reporting requirements by any federal funding sources during FY2017. The Department did not receive any Title VI or discrimination related audits and/or findings from a federal or state monitoring agency in FY2017.

XVI. EVALUATION PROCEDURES OF TITLE VI IMPLEMENTATION

The primary function of the Department of Commerce and Insurance is professional licensing and regulation. The professions and businesses under the jurisdiction of the Department require education, training and/or employment as a pre-requisite to licensure. Consequently, access to these programs and services is governed by the independent decisions of the license applicants.

The administrative office of the State Board of Cosmetology and Barber Examiners is aware, through daily interaction, that it has a significant number of Spanish and Vietnamese speaking applicants and licensees. Based on the interactions, the staff evaluates the need for program enhancements that will facilitate business transactions with these beneficiaries. As a result, this program offers the cosmetology, aesthetician, and manicurist license examinations in Spanish and Vietnamese.

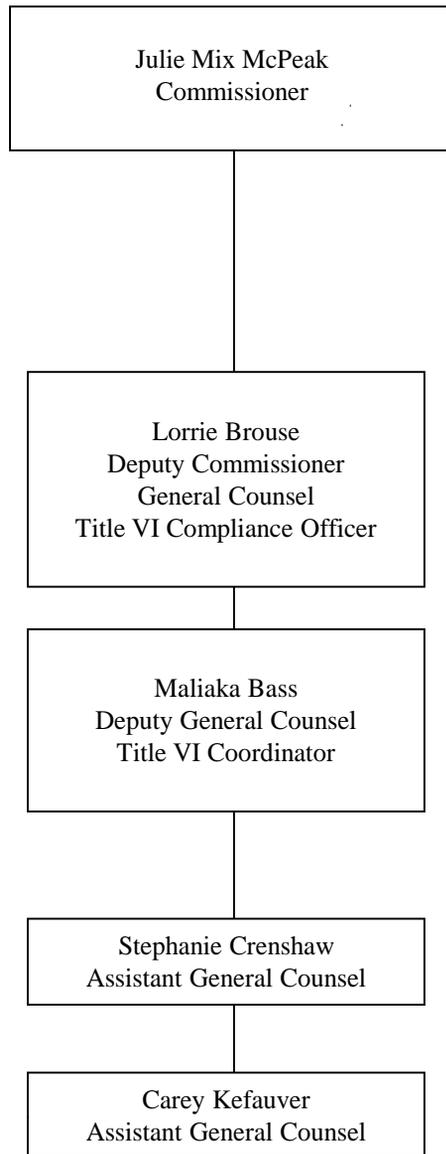
The Division of Consumer Affairs and the Consumer Insurance Services Section of the Division of Insurance evaluate the need for consumer assistance and education materials based on daily interactions with consumers and reviews of demographic data regarding the state's population. The effectiveness of these programs is generally assessed by the number of complaints received from consumers about the businesses and professionals under the jurisdiction of the programs.

The Department surveys all contractors and vendors in an effort to gather data about minority businesses. Information about the Governor's Office of Diversity Enterprises program is distributed with the survey. As a result, the Department has been able to increase its minority contractors and vendors. The Department makes it a practice to encourage contractors and vendors to disclose minority and other diversity data.

The Department does not have any existing Title VI compliance deficiencies.

Appendix A

ORGANIZATION CHART OF CIVIL RIGHTS COORDINATION



Appendix B

MEMORANDUM

TO: Felenceo Hill, Fiscal Director
Office of Business and Finance

FROM: *wp* Bill Scollon, Director
Office of Criminal Justice Programs

CC: Lee Ann Smith, Asst. Director; Monitoring
Rosie Corricelli, FFATA Team

DATE: August 26, 2016

SUBJECT: Distribution of Grant Funds

OCJP respectfully submits the enclosed completed contract under a DGA for processing and entering into Edison.

Grant Award Type: **JAG**

DGA #: **44919**

Authorized Agency: **Tennessee Department of Commerce and Insurance**

Edison ID#: **DOCIJAGPAD**

County Location: **19000**

Category #: **961-47**

This grant has met all the requirements to receive grant funds as determined by the Office of Criminal Justice Programs, Department of Finance and Administration.

For questions or assistance regarding this contract, please contact me or Program Manager, **Jeremiah Morton**, at 615-532-2988 or jeremiah.morton@tn.gov.

STATE AGENCIES ONLY

Match Source (select all that apply):

Cash

In-kind

Miscellaneous Appropriations

Positions (if applicable):

Number of Full-time: _____

Number of Part-time: _____

POST OBF PROCESSING:

Signed Grant Contract Attached to Edison DGA Transactional Page:

Attached By (Initials): _____

Date Attached: _____



INTERAGENCY GRANT AGREEMENT COVER SHEET

| | | | | | |
|---|------------------------------|--------------------------------|--------------------------------|---------------------|-------------------------------|
| Begin Date 10/1/2016 | End Date 6/30/2017 | Agency Tracking # NA | Edison ID TDCIJAGPAD | | |
| Grantee Name Tennessee Department of Commerce and Insurance | | | | | |
| Subrecipient or Contractor <input checked="" type="checkbox"/> Subrecipient <input type="checkbox"/> Contractor | | CFDA # 16.738 | | | |
| Service Caption (one line only) JAG, FY17 Audio and Tablet | | | | | |
| Funding — | | | | | |
| FY | State | Federal | Interdepartmental | Other | TOTAL Agreement Amount |
| 2017 | | \$95,732.00 | | | \$95,732.00 |
| | | | | | |
| | | | | | |
| | | | | | |
| TOTAL: | | \$95,732.00 | | | \$95,732.00 |
| Budget Officer Confirmation: There is a balance in the appropriation from which obligations hereunder are required to be paid that is not already encumbered to pay other obligations. | | | | <i>CPO USE - IG</i> | |
| Budget Officer Signature | | | | | |
| Speed Chart (optional) | | Account Code (optional) | | | |
| FA00002501 | | State - 71300000 | | | |

**GRANT AGREEMENT
BETWEEN THE STATE OF TENNESSEE,
DEPARTMENT OF FINANCE AND ADMINISTRATION,
OFFICE OF CRIMINAL JUSTICE PROGRAMS
AND
TENNESSEE DEPARTMENT OF COMMERCE AND INSURANCE**

This Grant, by and between the State of Tennessee, Department of Finance and Administration, Office of Criminal Justice Programs, hereinafter referred to as the "Grantor State Agency" and Tennessee Department of Commerce and Insurance, hereinafter referred to as the "Grantee," is for the provision of administering federal grant funds for the improvement of the criminal justice system as required by the Anti-Drug Abuse Act of 1988, specifically, the Edward Byrne Memorial Justice Assistance Grant Program (JAG), CFDA number 16.738, as further defined in the "SCOPE OF SERVICES."

A. SCOPE OF SERVICES:

- A.1. The Grantee shall provide all service and deliverables as required, described, and detailed herein and shall meet all service and delivery timelines as specified by this Grant Agreement.
- A.2. The Grantee shall comply with and perform all services, functions, and/or requirements as stated in the grantee's application under which this Grant Agreement is awarded, and that is hereby incorporated into this Grant Agreement as Attachment A, attached hereto.
- A.3. The Grantee shall comply with all reporting requirements described in the Grantee's application, in the Office of Criminal Justice Programs Administrative Manual located on the website at www.tn.gov/finance/adm/ocjp/manuals.shtml and in any correspondence from the Office of Criminal Justice Programs (OCJP).
- A.4. The Grantee shall comply with all other requirements described in the Grantee's application and in the Office of Criminal Justice Programs Administrative Manual located on the website at <http://tn.gov/finance/article/fa-ocjp-submanual>. The Grantee agrees to comply with any changes in requirements made in the manual and/or identified in correspondence from the Office of Criminal Justice Programs.
- A.5. The JAG program should carry out a multi-faceted response to crime and victimization by supporting the improvement of the infrastructure of the state's criminal justice system through the program priority. Program priorities include, but are not limited to, Multi-jurisdictional Drug and Violent Crime Task Forces, Pre-trial Service Delivery, Criminal Justice Professional Enhancement Training, Community Crime Prevention, Correctional Programming, Innovations in Criminal Investigations, and Victim Services. The following activities will be conducted:
 - a. The Grantee will gather and maintain data relating to grant project activities and program performance as required by the Office of Criminal Justice Programs. The data collected should support the information submitted on required reports. The data should show an improvement in the criminal justice system in that jurisdiction.
 - b. The Grantee is responsible for quarterly and annual reporting of output and performance measurement data on their projects to OCJP using the report forms available for their particular OCJP priority area.
- A.6. Incorporation of Additional Documents. Each of the following documents is included as a part of this Grant Agreement by reference or attachment. In the event of a discrepancy or ambiguity regarding the Grantee's duties, responsibilities, and performance hereunder, these items shall govern in order of precedence below.
 - a. this Grant Agreement document with any attachments or exhibits (excluding the items listed at subsections b. and c., below);

- b. the State grant proposal solicitation as may be amended, if any;
 - c. the Grantee's proposal (Attachment A) incorporated to elaborate supplementary scope of services specifications.
- A.7. Incorporation of Federal Award Identification Worksheet. The federal award identification worksheet, which appears as Attachment B, is incorporated in this Grant Contract.
- B. TERM OF AGREEMENT:**
- B.1. This Grant Agreement shall be effective on 10/1/2016 ("Effective Date") and extend for a period of Nine (9) months after the Effective Date ("Term"). The Grantee hereby acknowledges and affirms that the Grantor State Agency shall have no obligation for Grantee services or expenditures that were not completed within this specified agreement period.
- B.2. Term Extension. It is understood and agreed that the State may extend the Term an additional period of time, not to exceed three hundred-sixty five (365) days beyond the expiration date of this Grant Contract, under the same terms and conditions. In no event, however, shall the maximum Term, including all extensions or renewals, exceed a total of sixty (60) months.
- C. PAYMENT TERMS AND CONDITIONS:**
- C.1. Maximum Liability. In no event shall the maximum liability of the Grantor State Agency under this Grant Agreement exceed Ninety Five Thousand Seven Hundred Thirty Two Dollars (\$95,732.00). The Grant Budget, attached and incorporated hereto as Attachment A-1 shall constitute the maximum amount due the Grantee for all service and Grantee obligations hereunder. The Grant Budget line-items include, but are not limited to, all applicable taxes, fees, overhead, and all other direct and indirect costs incurred or to be incurred by the Grantee.
- C.2. Compensation Firm. The maximum liability of the Grantor State Agency is not subject to escalation for any reason unless amended. The Grant Budget amounts are firm for the duration of the Grant Agreement and are not subject to escalation for any reason unless amended, except as provided in section C.5.
- C.3. Payment Methodology. The Grantee shall be reimbursed for actual, reasonable, and necessary costs based upon the Grant Budget, not to exceed the maximum liability established in section C.1. Upon progress toward the completion of the work, as described in section A of this Grant Agreement, the Grantee shall submit invoices prior to any reimbursement of allowable costs.
- C.4. Travel Compensation. Reimbursement to the Grantee for travel, meals, or lodging shall be subject to amounts and limitations specified in the "State Comprehensive Travel Regulations," as they are amended from time to time, and shall be contingent upon and limited by the Grant Budget funding for said reimbursement.
- C.5. Budget Line-items. Expenditures, reimbursements, and payments under this Grant Agreement shall adhere to the Grant Budget. The Grantee may vary from a Grant Budget line-item amount by up to twenty percent (20%) of the line-item amount, provided that any increase is off-set by an equal reduction of other line-item amount(s) such that the net result of variances shall not increase the total Grant Agreement amount detailed by the Grant Budget. Any increase in the Grant Budget, grand total amounts shall require an amendment of this Grant Agreement.
- C.6. Disbursement Reconciliation and Close Out. The Grantee shall submit any final invoice and a grant disbursement reconciliation report within sixty (60) days of the Grant Agreement end date and in form and substance acceptable to the Grantor State Agency.

- a. If total disbursements by the Grantor State Agency pursuant to this Grant Agreement exceed the amounts permitted by the section C, payment terms and conditions of this Grant Agreement, the Grantee shall refund the difference to the Grantor State Agency. The Grantee shall submit said refund with the final grant disbursement reconciliation report.
 - b. The Grantor State Agency shall not be responsible for the payment of any invoice submitted after the grant disbursement reconciliation report. The Grantor State Agency will not deem any Grantee costs submitted for reimbursement after the grant disbursement reconciliation report to be allowable and reimbursable by the Grantor State Agency, and such invoices will NOT be paid.
 - c. The Grantee's failure to provide a final grant disbursement reconciliation report as required shall result in the Grantee being deemed ineligible for reimbursement under this Grant Agreement, and the Grantee shall be required to refund any and all payments by the Grantor State Agency pursuant to this Grant Agreement.
 - d. The Grantee must close out its accounting records at the end of the agreement period in such a way that reimbursable expenditures and revenue collections are NOT carried forward.
- C.7. Indirect Cost. Should the Grantee request reimbursement for indirect cost, the Grantee must submit to the Grantor State Agency a copy of the indirect cost rate approved by the cognizant federal agency and the State. The Grantee will be reimbursed for indirect cost in accordance with the approved indirect cost rate to amounts and limitations specified in the attached Grant Budget. Once the Grantee makes an election and treats a given cost as direct or indirect, it must apply that treatment consistently and may not change during the agreement period. Any changes in the approved indirect cost rate must have prior approval of the cognizant federal agency and the State. If the indirect cost rate is provisional during the period of this agreement, once the rate becomes final, the Grantee agrees to remit any overpayment of funds to the Grantor State Agency, and subject to the availability of funds the Grantor State Agency agrees to remit any underpayment to the Grantee.
- C.8. Cost Allocation. If any part of the costs to be reimbursed under this Grant Contract are joint costs involving allocation to more than one program or activity, such costs shall be allocated and reported in accordance with the provisions of Department of Finance and Administration Policy Statement 03 or any amendments or revisions made to this policy statement during the contract period.

D. STANDARD TERMS AND CONDITIONS:

- D.1. Required Approvals. The State is not bound by this Grant Agreement until it is signed by the agency head, or his or her designee, of the state agencies that are parties to this Grant Agreement (depending upon the specifics of this contract, said officials may include, but are not limited to, the Commissioner of Finance and Administration, the Commissioner of Human Resources, and the Comptroller of the Treasury).
- D.2. Modification and Amendment. Except as specifically provided herein, this Grant Agreement may be modified only by a written amendment signed by all parties hereto and approved by both the officials who approved the base agreement and, depending upon the specifics of the agreement as amended, any additional officials required by Tennessee laws and regulations (said officials may include, but are not limited to, the Commissioner of Finance and Administration, the Commissioner of Human Resources, and the Comptroller of the Treasury).

- D.3. Termination for Convenience. The Grant Agreement may be terminated by either party by giving written notice to the other, at least thirty (30) days before the effective date of termination. Should either party exercise this provision, the Grantee shall be entitled to reimbursement for authorized expenditures and satisfactory services completed as of the termination date, but in no event shall the Grantor State Agency be liable to the Grantee for any service which has not been rendered. The final decision as to the amount, for which the Grantor State Agency is liable, shall be determined by the Grantor State Agency.
- D.4. Termination for Cause. If the Grantee fails to properly perform its obligations under this Grant in a timely or proper manner, or if the Grantee violates any terms of this Grant, the Grantor State Agency shall have the right to immediately terminate the Grant and withhold payments in excess of fair compensation for completed services.
- D.5. Subcontracting. The Grantee shall not assign this Grant or enter into a subcontract for any of the services performed under this Grant without obtaining the prior written approval of the Grantor State Agency. Notwithstanding any use of approved subcontractors, the Grantee shall be the prime contractor and shall be responsible for all work performed.
- D.6. Monitoring. The Grantee's activities conducted and records maintained pursuant to this Grant Agreement shall be subject to monitoring and evaluation by the Grantor State Agency, the Comptroller of the Treasury, or their duly appointed representatives.
- D.7. Progress Reports. The Grantee shall submit brief, periodic, progress reports to the Grantor State Agency as requested.
- D.8. Procurement. If the other terms of this Grant Agreement allow reimbursement for the cost of goods, materials, supplies, equipment, and/or contracted services, and if such reimbursement is to be made with funds derived wholly or partially from federal sources, the determination of cost shall be governed by and reimbursement shall be subject to the Grantee's compliance with applicable federal procurement requirements. The Grantee shall obtain prior approval from the Grantor State Agency before purchasing any equipment under this Grant.
- D.9. State and Federal Compliance. The Grantee shall comply with all applicable state and federal laws and regulations in the performance of this Grant Agreement.
- D.10. Completeness. This Grant Agreement is complete and contains the entire understanding between the parties relating to the subject matter contained herein, including all the terms and conditions of the parties' agreement. This Grant Agreement supersedes any and all prior understandings, representations, negotiations, and agreements between the parties relating hereto, whether written or oral.
- D.11. Headings. Section headings are for reference purposes only and shall not be construed as part of this Grant Agreement.

E. SPECIAL TERMS AND CONDITIONS:

- E.1. Conflicting Terms and Conditions. Should any of these special terms and conditions conflict with any other terms and conditions of this Grant Agreement, these special terms and conditions shall control.
- E.2. Communications and Contacts. All instructions, notices, consents, demands, or other communications required or contemplated by this Grant Agreement shall be in writing and shall be made by certified, first class mail, return receipt requested and postage prepaid, by overnight courier service with an asset tracking system, or by EMAIL or facsimile transmission with recipient confirmation. Any such communications, regardless of method of transmission, shall be addressed to the respective party at the appropriate mailing address, facsimile number, or EMAIL

address as set forth below or to that of such other party or address, as may be hereafter specified by written notice.

The Grantor State Agency:

Jeremiah Morton, Program Manager
 Department of Finance and Administration
 Office of Criminal Justice Programs
 312 Rosa L. Parks Avenue, Suite 1800
 Nashville, Tennessee 37243-1102
 Email: jeremiah.morton@tn.gov
 Telephone #: 615-532-2988

The Grantee:

Mark Hall, TLETA Staff
 Tennessee Law Enforcement Training Academy
 3025 Lebanon Rd
 Nashville, Tennessee 37214-1204
 Email: mark.hall@tn.gov
 Telephone #: (615) 741-8326

A change to the above information requires written notice to the person designated by the other party to receive notice.

All instructions, notices, consents, demands, or other communications shall be considered effectively given upon receipt or recipient confirmation as may be required.

- E.3. Subject to Funds Availability. The Agreement is subject to the appropriation and availability of state and/or federal funds. In the event that the funds are not appropriated or are otherwise unavailable, the Grantor State Agency reserves the right to terminate the Agreement upon written notice to the Grantee State Agency. Said termination shall not be deemed a breach of Agreement by the Grantor State Agency. Upon receipt of the written notice, the Grantee State Agency shall cease all work associated with the Agreement. Should such an event occur, the Grantee State Agency shall be entitled to compensation for all satisfactory and authorized services completed as of the termination date. Upon such termination, the Grantee State Agency shall have no right to recover from the Grantor State Agency any actual, general, special, incidental, consequential, or any other damages whatsoever of any description or amount.
- E.4. Charges to Service Recipients Prohibited. The Grantee shall not collect any amount in the form of fees or reimbursements from the recipients of any service provided pursuant to this Grant Contract.
- E.1. State Interest in Equipment. The Grantee shall take legal title to all equipment and to all motor vehicles, hereinafter referred to as "equipment," purchased totally or in part with funds provided under this Grant Agreement, subject to the Grantor State Agency's equitable interest therein, to the extent of its *pro rata* share, based upon the Grantor State Agency's contribution to the purchase price. "Equipment" shall be defined as an article of nonexpendable, tangible, personal property having a useful life of more than one year and an acquisition cost which equals or exceeds \$500.00.

As authorized by the provisions of the terms of the Tennessee Uniform Commercial Code — Secured Transaction, found at Title 47, Chapter 9 of the *Tennessee Code Annotated*, and the provisions of the Tennessee Motor Vehicle Title and Registration Law, found at Title 55, Chapter 1 of the *Tennessee Code Annotated*, an intent of this Grant document and the parties hereto is to create and acknowledge a security interest in favor of the Grantor State Agency in the equipment

and/or motor vehicles acquired by the Grantee pursuant to the provisions of this Grant document. A further intent of this Grant document is to acknowledge and continue the security interest in favor of the Grantor State Agency in the equipment or motor vehicles acquired by the Grantee pursuant to the provisions of this program's prior year Grants between the Grantor State Agency and the Grantee.

The Grantee hereto grants the Grantor State Agency a security interest in said equipment. This agreement is intended to be a security agreement pursuant to the Uniform Commercial Code for any of the equipment herein specified which, under applicable law, may be subject to a security interest pursuant to the Uniform Commercial Code, and the Grantee hereby grants the Grantor State Agency a security interest in said equipment. The Grantee agrees that the Grantor State Agency may file this Grant Agreement or a reproduction thereof, in any appropriate office, as a financing statement for any of the equipment herein specified. Any reproduction of this or any other security agreement or financing statement shall be sufficient as a financing statement. In addition, the Grantee agrees to execute and deliver to the Grantor State Agency, upon the Grantor State Agency's request, any financing statements, as well as extensions, renewals, and amendments thereof, and reproduction of this Grant Agreement in such form as the Grantor State Agency may require to perfect a security interest with respect to said equipment. The Grantee shall pay all costs of filing such financing statements and any extensions, renewals, amendments and releases thereof, and shall pay all reasonable costs and expenses of any record searches for financing statements the Grantor State Agency may reasonably require. Without the prior written consent of the Grantor State Agency, the Grantee shall not create or suffer to be created pursuant to the Uniform Commercial Code any other security interest in said equipment, including replacements and additions thereto. Upon the Grantee's breach of any covenant or agreement contained in this Grant Agreement, including the covenants to pay when due all sums secured by this Grant Agreement, the Grantor State Agency shall have the remedies of a secured party under the Uniform Commercial Code and, at the Grantor State Agency's option, may also invoke the remedies herein provided.

The Grantee agrees to be responsible for the accountability, maintenance, management, and inventory of all property purchased totally or in part with funds provided under this Grant Agreement. The Grantee shall maintain a perpetual inventory system for all equipment purchased with funds provided under this Grant Agreement and shall submit an inventory control report which must include, at a minimum, the following:

- a. Description of the equipment;
- b. Manufacturer's serial number or other identification number, when applicable;
- c. Consecutive inventory equipment tag identification;
- d. Acquisition date, cost, and check number;
- e. Fund source, State grant number, or other applicable fund source identification;
- f. Percentage of state funds applied to the purchase;
- g. Location within the Grantee's operations where the equipment is used;
- h. Condition of the property or disposition date if Grantee no longer has possession;
- i. Depreciation method, if applicable; and
- j. Monthly depreciation amount, if applicable.

The Grantee shall tag equipment with an identification number which is cross referenced to the equipment item on the inventory control report. The Grantee shall inventory equipment annually. The Grantee must compare the results of the inventory with the inventory control report and investigate any differences. The Grantee must then adjust the inventory control report to reflect the results of the physical inventory and subsequent investigation.

The Grantee shall submit its inventory control report of all equipment purchased with funding through this contract within thirty (30) days of the Grant Contract end date and in form and

substance acceptable to the Grantor State Agency. This inventory control report shall contain, at a minimum, the requirements specified above for inventory control. The Grantee shall notify the Grantor State Agency, in writing, of any equipment loss describing reason(s) for the loss. Should the equipment be destroyed, lost, or stolen, the Grantee shall be responsible to the Grantor State Agency for the *pro rata* amount of the residual value at the time of loss based upon the Grantor State Agency's original contribution to the purchase price.

Upon termination of the Grant Agreement, where a further contractual relationship is not entered into, or at another time during the term of the Grant Agreement, the Grantee shall request written approval from the Grantor State Agency for any proposed disposition of equipment purchased with Grant funds. All equipment shall be disposed of in such a manner as parties may agree from among alternatives approved by Tennessee Department of General Services as appropriate and in accordance with any applicable federal laws or regulations.

- E.2. Confidentiality of Records. Strict standards of confidentiality of records and information shall be maintained in accordance with applicable state and federal law. All material and information, regardless of form, medium or method of communication, provided to the Grantee by the Grantor State Agency or acquired by the Grantee on behalf of the Grantor State Agency shall be regarded as confidential information in accordance with the provisions of applicable state and federal law, state and federal rules and regulations, departmental policy, and ethical standards. Such confidential information shall not be disclosed, and all necessary steps shall be taken by the Grantee to safeguard the confidentiality of such material or information in conformance with applicable state and federal law, state and federal rules and regulations, departmental policy, and ethical standards.

The Grantee's obligations under this section do not apply to information in the public domain; entering the public domain but not from a breach by the Grantee of this Grant Agreement; previously possessed by the Grantee without written obligations to the Grantor State Agency to protect it; acquired by the Grantee without written restrictions against disclosure from a third party which, to the Grantee's knowledge, is free to disclose the information; independently developed by the Grantee without the use of the Grantor State Agency's information; or, disclosed by the Grantor State Agency to others without restrictions against disclosure. Nothing in this paragraph shall permit Grantee to disclose any information that is confidential under federal or state law or regulations, regardless of whether it has been disclosed or made available to the Grantee due to intentional or negligent actions or inactions of agents of the Grantor State Agency or third parties.

It is expressly understood and agreed the obligations set forth in this section shall survive the termination of this Grant Contract.

- E.3. HIPAA Compliance. The Grantor State Agency and the Grantee shall comply with obligations under the Health Insurance Portability and Accountability Act of 1996 (HIPAA) and its accompanying regulations.
- a. The Grantee warrants that it is familiar with the requirements of HIPAA and its accompanying regulations, and will comply with all applicable HIPAA requirements in the course of this agreement.
 - b. The Grantee warrants that it will cooperate with the Grantor State Agency, including cooperation and coordination with Grantor State Agency privacy officials and other compliance officers required by HIPAA and its regulations, in the course of performance of the grant so that both parties will be in compliance with HIPAA.
 - c. The Grantor State Agency and the Grantee will sign documents, including but not limited to business associate agreements, as required by HIPAA and that are reasonably necessary to keep the Grantor State Agency and the Grantee in compliance with HIPAA. This provision shall not apply if information received by the Grantor State Agency under

this grant is NOT "protected health information" as defined by HIPAA, or if HIPAA permits the Grantor State Agency to receive such information without entering into a business associate agreement or signing another such document.

- E.4. Disclosure of Personal Identity Information. The Grantee shall report to the Grantor State Agency any instances of unauthorized disclosure of confidential information that come to the attention of the Grantee. Any such report shall be made by the Grantee within twenty-four (24) hours after the instance has come to the attention of the Grantee. The Grantee, at the sole discretion of the Grantor State Agency, shall provide no cost credit monitoring services for individuals that are deemed to be part of a potential disclosure. The Grantee shall bear the cost of notification to individuals having personal identity information involved in a potential disclosure event, including individual letters and/or public notice.
- E.5. Federal Funding Accountability and Transparency Act (FFATA). This Grant requires the Grantee to provide supplies and/or services that are funded in whole or in part by federal funds that are subject to FFATA. The Grantee is responsible for ensuring that all applicable requirements, including but not limited to those set forth herein, of FFATA are met and that the Grantee provides information to the State as required.

The Grantee shall comply with the following:

- a. Reporting of Total Compensation of the Grantee's Executives.
- (1) The Grantee shall report the names and total compensation of each of its five most highly compensated executives for the Grantee's preceding completed fiscal year, if in the Grantee's preceding fiscal year it received:
 - i. 80 percent or more of the Grantee's annual gross revenues from Federal procurement contracts and Federal financial assistance subject to the Transparency Act, as defined at 2 CFR 170.320 (and subawards); and
 - ii. \$25,000,000 or more in annual gross revenues from Federal procurement contracts (and subcontracts), and Federal financial assistance subject to the Transparency Act (and subawards); and
 - iii. The public does not have access to information about the compensation of the executives through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986. (To determine if the public has access to the compensation information, see the U.S. Security and Exchange Commission total compensation filings at <http://www.sec.gov/answers/execomp.htm>.)

Executive means officers, managing partners, or any other employees in management positions.

- (2) Total compensation means the cash and noncash dollar value earned by the executive during the Grantee's preceding fiscal year and includes the following (for more information see 17 CFR 229.402(c)(2)):
 - i. Salary and bonus.
 - ii. Awards of stock, stock options, and stock appreciation rights. Use the dollar amount recognized for financial statement reporting purposes with respect to the fiscal year in accordance with the Statement of Financial Accounting Standards No. 123 (Revised 2004) (FAS 123R), Shared Based Payments.
 - iii. Earnings for services under non-equity incentive plans. This does not include group life, health, hospitalization or medical reimbursement plans

that do not discriminate in favor of executives, and are available generally to all salaried employees.

- iv. Change in pension value. This is the change in present value of defined benefit and actuarial pension plans.
 - v. Above-market earnings on deferred compensation which is not tax qualified.
 - vi. Other compensation, if the aggregate value of all such other compensation (e.g. severance, termination payments, value of life insurance paid on behalf of the employee, perquisites or property) for the executive exceeds \$10,000.
- b. The Grantee must report executive total compensation described above to the State by the end of the month during which this Grant is awarded.
 - c. If this Grant is amended to extend its term, the Grantee must submit an executive total compensation report to the State by the end of the month in which the amendment to this Grant becomes effective.
 - d. The Grantee will obtain a Data Universal Numbering System (DUNS) number and maintain its DUNS number for the term of this Grant. More information about obtaining a DUNS Number can be found at: <http://fedgov.dnb.com/webform/>

The Grantee's failure to comply with the above requirements is a material breach of this Grant for which the State may terminate this Grant for cause. The State will not be obligated to pay any outstanding invoice received from the Grantee unless and until the Grantee is in full compliance with the above requirements.

IN WITNESS WHEREOF,

TENNESSEE DEPARTMENT OF COMMERCE AND INSURANCE:



 GRANTEE SIGNATURE 9/23/16
DATE

JULIE MIX MCPEAK, COMMISSIONER

 PRINTED NAME AND TITLE OF GRANTEE STATE AGENCY SIGNATORY (above)

DEPARTMENT OF FINANCE AND ADMINISTRATION:



 LARRY B. MARTIN, COMMISSIONER 9/28/2016
DATE

OFFICE OF CRIMINAL JUSTICE PROGRAMS

FUND SOURCE JAG
OCJP JAG Priority Area Law Enforcement Equipment

| | | | |
|--|--|--|--------------------------|
| Required Information on Authorizing Agency: | | Implementing Agency: | |
| Name: Tennessee Department of Commerce and Insurance | | Name: Tennessee Law Enforcement Training Academy | |
| Feral ID Number (FEIN): 62-6001445 | | Address: 3025 Lebanon Rd | |
| DUNS Number: 148976413 | | | |
| SAM Expiration Date: 8/27/2016 | | Nashville, TN 37214-1204 | |
| Fiscal Year End Date: June 30 | | | |
| Will You Have Any Subcontracts? <input type="checkbox"/> | | | |
| Project Title: FY17 Audio and Tablet | | | |
| Contract Start Date: 10/1/2016 | | Contract End Date: 6/30/2017 | |
| AUTHORIZED OFFICIAL - Contact Information | | | |
| (Name, Title, and Complete Mailing Address) | | Phone Number: | E-Mail Address: |
| Julie McPeak, Commissioner | | (615) 741-6007 | Julie.McPeak@tn.gov |
| 500 James Robertson Parkway | | EXT | |
| Nashville, 37243-1204 | | | |
| PROJECT DIRECTOR - Contact Information | | | |
| (Name, Title, and Complete Mailing Address) | | Phone Number: | E-Mail Address: |
| Mark Hall, TLETA Staff | | (615) 741-8326 | mark.hall@tn.gov |
| 3025 Lebanon Rd | | EXT | |
| Nashville, 37214-1204 | | | |
| FINANCIAL DIRECTOR - Contact Information | | | |
| (Name, Title, and Complete Mailing Address) | | Phone Number: | E-Mail Address: |
| Robert Wright, Chief of Fiscal Services | | (615) 532-0521 | Robert.Lee.Wright@tn.gov |
| 500 James Robertson Parkway | | EXT: | |
| Nashville, 37214-1204 | | | |
| County/Countries Served (Type ALL if Statewide): | | | |
| ALL <input type="checkbox"/> | | | |
| U.S. Congressional District(s): All <input type="checkbox"/> | | | |

OCJP Program Manager: Jeremiah Morton

Overview:

Part of the Tennessee Department of Commerce and Insurance, the Tennessee Law Enforcement Training Academy (TLETA) is the primary training and certification agency for law enforcement in the State of Tennessee. The Department of Commerce and Insurance seeks funding to replace outdated equipment at its law enforcement training facility.

A summary of the purchases are as follows:

1. Upgrade of audio/visual equipment in main auditorium. (see Quotation)
2. Purchase electronic tablets to be used by cadets in the Basic Law Enforcement Training Program for electronic testing using ACADIS.

The details of these purchases are listed below.

AUDITORIUM AUDIO/VISUAL UPGRADE

1. Problems for Intervention that need to be improved: Purchase an entire new audio/visual system for Auditorium at TLETA. The Auditorium is the main classroom utilized during the Basic Law Enforcement Training Program. This will include all the equipment listed in. Also included with the purchase of the equipment will need to be installation and any hardware and the required software. The current system is outdated and has been "pieced" together from different A/V systems on an as needed basis. The auditorium is utilized during the training of thousands of officers each year in the Basic Law Enforcement Training Program, in specialized courses, and during in-service training for outside agencies utilizing the facility for their training needs.

This upgrade will immediately impact all facets of training here at the TLET in the fact that this is the largest training room available on campus. It is used on a daily basis.

2. List any specific problems you are having with your current equipment: Current equipment is outdated, The current equipment has been pieced together from existing equipment from

other training rooms at TLETA. The current projector is not compatible with the screen being used causing the image to be blurry on the screen. There is no current microphone system with the existing system.

3. Give a timeline including purchase date, date equipment is expected to arrive and date it will be deployed: All purchases and installation of equipment must be done through OIR which will eliminate the need for a bid. OIR has provided their estimate on the complete system. All purchases and installation will be completed by contract end date.
4. Describe each and every piece of equipment that wish to purchase and the number of pieces each and estimate the cost: The cost of the remodel is estimated at approximately \$56,882.00 (see Quotation)
5. List who will benefit from this equipment: Approximately 450 departments and over 2,500 officers annually would benefit from this upgraded training room. TLET is the only entity with a statutory mandate to train local law enforcement and train currently 55% of all newly hired officers every year in Tennessee.

ELECTRONIC TABLETS

1. Problems for Intervention that need to be improved: Purchase (150) electronic tablets to be used in the TLETA Basic Law Enforcement Training Program to be utilized during testing on the ACADIS system. Currently, the cadets have to use their own computers or cell phones for testing. This upgrade will immediately impact the testing procedures at TLETA making it more secure and reliable by preventing the possibility of the test being downloaded onto a personal device.
2. List any specific problems you are having with your current equipment: Currently, TLETA does not have electronic tablets to provide to the students who attend TLETA. Each student is required to use their own tablet or cell phone which frequently causes problems logging into the testing system. It will also eliminate the ability of the test being compromised by a student downloading it on their personal device for future use. Each

student will be issued a device during testing which will be taken up at the end of the test or training block.

3. Give a timeline including purchase date, date equipment is expected to arrive and date it will be deployed: Given the urgent need for this equipment, we would fully anticipate having the equipment purchased, delivered and in use within 6-8 weeks of approval, pending there is not a delay with a bid process. Timetable will be dependent on state purchasing procedures.
4. Describe each and every piece of equipment that wish to purchase and the number of pieces each and estimate the cost: TLETA plans to purchase (150) ipad mini 2 Wi-Fi 16gb tablets at a cost of \$259 each for a total of \$38,850.
5. List who will benefit from this equipment: Approximately (450) four hundred fifty departments and approximately (600) six hundred cadets annually would benefit from these tablets. TLET is the only entity with a statutory mandate to train local law enforcement and train currently 55% of all newly hired officers every year in Tennessee.

Prepared For:
 State of TN OIR-DM5
 John Randolph
 901 Fifth Ave. N.,
 Nashville, TN



Attachment A (Page 4) "Quotation"

Quote Date: 9/9/2016
 Quote #: T09792
 Project: SC- TLETA Auditorium
 Prepared By: 3BF Brian Flint

| Qty | Manufacturer | Item / Part # | Catalog Number | Description | Unit Price | Ext. Price | MSRP | Discount |
|-----|---------------------|-------------------|----------------|---|---------------|--------------------|-------------|----------|
| 0 | Dalite | 21830L | 22-XXXX | ADVANTAGE TNSD 226D HD1.1 | \$8,197.50 | \$0.00 | \$10,930.00 | D25 |
| 1 | Dalite | 70250L | 22-XXXX | ADVANTAGE TNSD 226D DMHC | \$6,582.75 | \$6,582.75 | \$8,777.00 | D25 |
| 2 | Panasonic | PT-DW750UW | 15-0004 | Panasonic 7000 Lumens, WXGA Projector | \$7,149.35 | \$14,298.70 | \$10,999.00 | D35 |
| 2 | Chief Manufacturing | RPMA324 | 23-XXXX | RPA ELITE, KEY A, INCL SLM326, BLK | \$179.58 | \$359.16 | \$246.00 | D27 |
| 0 | Chief | RPMA285 | 23-0083 | Chief Manufacturing: RPA ELITE WITH KEYED LOCK A | \$196.37 | \$0.00 | \$269.00 | D27 |
| 1 | Chief Manufacturing | LCD2C | 23-XXXX | LCD2C CEILING MOUNT | \$256.96 | \$256.96 | \$352.00 | D27 |
| | | | | SubTotal | \$0.00 | \$21,497.57 | | |
| | | | | VIDEO DEVICES | | | | |
| 1 | Crestron | DM-TX-401-C | 10-0485 | DM 8G transmitter | \$1,100.00 | \$1,100.00 | \$2,000.00 | D45 |
| 1 | Crestron | DM-RMC-4K-100-C | 10-0146 | DigitalMedia 8G+™ Receiver & Room Controller 100 | \$495.00 | \$495.00 | \$900.00 | D45 |
| 1 | Crestron | DMPS3-4K-150-C | 10-0493 | 3 Series 4K DigitalMedia Presentation System 150 | \$2,750.00 | \$2,750.00 | \$5,000.00 | D45 |
| 1 | CRESTRON | HD-DA-2 | 10-0325 | 1-to-2 HDMI® Distribution Amplifier & Audio Converter | \$275.00 | \$275.00 | \$500.00 | D45 |
| | | | | SubTotal | \$0.00 | \$4,620.00 | | |
| | | | | AUDIO | | | | |
| 2 | Shure | UA8100 | 06-0179 | 100' UHF Remote Antenna Extension Cable, BNC-BNC, RG213/ | \$204.00 | \$408.00 | \$255.00 | D20 |
| 2 | Shure | UA830USTV | 06-0192 | In-line Antenna Amplifier for Remote-Mounting, 470-698 MHz | \$143.20 | \$286.40 | \$179.00 | D20 |
| 1 | Shure | UA844SWB | 06-0194 | Wideband UHF Four-Way Active Antenna Splitter and Power Dis | \$419.20 | \$419.20 | \$524.00 | D20 |
| 1 | Biamp | TesiraFORTE AI** | 05-0066 | TesiraFORTE DSP fixed I/O server with 12 analog inputs, 8 analog | \$1,824.00 | \$1,824.00 | \$2,850.00 | D36 |
| 1 | Lab Gruppen | 992292011 | 09-0015 | E42 (2 x 200 / 200 / 200 W) | \$690.84 | \$690.84 | \$909.00 | D24 |
| 20 | JBL | CONTROL 47HC | 08-0050 | "PREMIUM HIGH-CEILING COAX w/ 6.5"mm" | \$258.72 | \$5,174.40 | \$336.00 | D23 |
| 1 | Shure | QLXD24/B58-xxx | 06-XXXX | Beta 58® Vocal System | \$1,055.20 | \$1,055.20 | \$1,319.00 | D20 |
| 2 | Shure | QLXD14/85-xxx | 06-XXXX | WL185 Lavalier Microphone System | \$1,076.00 | \$2,152.00 | \$1,345.00 | D20 |
| 4 | Shure | SB900 | 06-XXXX | Shure Lithium-Ion Rechargeable Battery | \$94.40 | \$377.60 | \$118.00 | D20 |
| 1 | Shure | SBC200-US | 06-XXXX | Dual Docking Charger with PS45US Power Supply | \$219.20 | \$219.20 | \$274.00 | D20 |
| | | | | SubTotal | \$0.00 | \$12,606.84 | | |
| | | | | CONTROL | | | | |
| 1 | CRESTRON | TSW-750-TTK-B-S | 10-0383 | TableTop Kit for TSW-750, Black Smooth | \$110.00 | \$110.00 | \$200.00 | D45 |
| 1 | Crestron | TSW-752-B-S | 10-0468 | Touch Screen, Black Smooth | \$880.00 | \$880.00 | \$1,600.00 | D45 |
| | | | | SubTotal | \$0.00 | \$990.00 | | |
| | | | | CABLES & MISC | | | | |
| 0 | C2G | 54313 | 13-0028 | 8in Mini DisplayPort Male to HDMI Female Adapter Converter - | \$15.99 | \$0.00 | \$19.99 | D20 |
| 1 | Cables to Go | 54401 | 13-XXXX | 6ft DisplayPort Cable with Latches M/M - Black | \$15.19 | \$15.19 | \$18.99 | D20 |
| 1 | CRESTRON | CBL-VGA-AUD-12 | 10-0080 | Crestron® Certified Computer VGA Interface Cable w/Audio, 12 | \$33.00 | \$33.00 | \$60.00 | D45 |
| 1 | CRESTRON | CBL-HD-3 | 10-0053 | Crestron® Certified HDMI® Interface Cable, 3 ft | \$22.00 | \$22.00 | \$40.00 | D45 |
| 3 | CRESTRON | CBL-HD-12 | 10-0051 | Crestron® Certified HDMI® Interface Cable, 12 ft | \$38.50 | \$115.50 | \$70.00 | D45 |
| 1 | MidAtlantic | HP | 24-0229 | 100PC 10-32 RACK SCREWS W | \$22.96 | \$22.96 | \$28.00 | D18 |
| 1 | MidAtlantic | VTF1 | 24-0215 | Middle Atlantic 1 SPACE (1 3/4") VENT PANEL, FINE PERFOI | \$14.94 | \$14.94 | \$18.22 | D18 |
| 5 | MidAtlantic | EB1 | 24-0213 | Mid Atlantic Equipment Rack Blank | \$9.35 | \$46.75 | \$11.40 | D18 |
| 1 | Middle Atlantic | PD-815SC | 24-0244 | SLIM PWR STRP,30UT,15A,W/ | \$104.96 | \$104.96 | \$128.00 | D18 |
| 1 | Mid-Atlantic | PTRK-RR21 | 24-0202 | 21 Space Rear Rack Rails | \$49.20 | \$49.20 | \$60.00 | D18 |
| 1 | CRESTRON | DM-CBL-8G-P-SP500 | 10-0127 | DigitalMedia 8G™ Cable, plenum, 500 ft spool | \$330.00 | \$330.00 | \$600.00 | D45 |
| 2 | TecNec | T50R-OW | 14-0046 | "Zip Ties 8"mm 100 Pack" | \$4.54 | \$9.08 | \$5.04 | D10 |
| 1 | TecNec | NC3MX | 14-0003 | Cable: XLR Cable - End Male | \$2.61 | \$2.61 | \$2.90 | D10 |
| 4 | TecNec | NC3FX | 14-0002 | XLR Cable - End Female | \$3.00 | \$12.00 | \$3.33 | D10 |
| 1 | West Penn | 25224B | 25224B | 2 COND, 18 (7X26) BARE CMP | \$116.10 | \$116.10 | \$0.00 | |
| 1 | TecNec | PET8-50-BK | 14-0041 | "1 3/4" Techflex Expandable Tubing - 50' roll" | \$62.96 | \$62.96 | \$69.95 | D10 |
| 1 | Tech Ops | OFE | | Owner Furnished Equipment: Owner-furnished equipment***** 120' Audio cable*** | | \$0.00 | \$0.00 | |
| 1 | Tech Ops | OFE | | Owner Furnished Equipment: Owner-furnished equipment***** 8 port PoE network | | \$0.00 | \$0.00 | |
| | | | | SubTotal | \$0.00 | \$957.25 | | |
| | | | | TI SERVICES | | | | |
| 24 | System Programming | PROGRAMMING | PROGRAMMING | Includes all programming of the control system to provide a finish | \$130.00 | \$3,120.00 | \$150.00 | P20 |
| 93 | Field Installation | INSTALLATION | INSTALLATION | Includes all on-site installation, wiring, coordination, supervision, | \$130.00 | \$12,090.00 | \$150.00 | P20 |
| | | | | SubTotal | \$0.00 | \$15,210.00 | | |

Total Quote: **\$55,881.66**

| GRANT BUDGET | | | | |
|---|--|---------------------------|----------------------------------|----------------------|
| AGENCY NAME: Tennessee Department of Commerce and Insurance | | | | |
| FUND SOURCE: JAG | | | | |
| PROJECT TITLE: FY17 Audio and Tablet | | | | |
| The grant budget line-item amounts below shall be applicable only to expense incurred during the following | | | | |
| Applicable Period: BEGIN: 10/1/2016 END: 9/30/2017 | | | | |
| POLICY 03 Object Line-Item Reference | EXPENSE OBJECT LINE-ITEM CATEGORY ¹ | GRANT CONTRACT | GRANTEE PARTICIPATION | TOTAL PROJECT |
| 1, 2 | Salaries, Benefits & Taxes ² | \$0.00 | \$0.00 | \$0.00 |
| 4, 15 | Professional Fee, Grant & Award ² | \$0.00 | \$0.00 | \$0.00 |
| 5, 6, 7, 8, 9, 10 | Supplies, Telephone, Postage & Shipping, Occupancy, Equipment Rental & Maintenance, Printing & Publications ² | \$38,850.00 | \$0.00 | \$38,850.00 |
| 11, 12 | Travel, Conferences & Meetings ² | \$0.00 | \$0.00 | \$0.00 |
| 13 | Interest ² | N/A | N/A | N/A |
| 14 | Insurance ² | \$0.00 | \$0.00 | \$0.00 |
| 16 | Specific Assistance To Individuals ² | \$0.00 | \$0.00 | \$0.00 |
| 17 | Depreciation ² | \$0.00 | \$0.00 | \$0.00 |
| 18 | Other Non-Personnel ² | \$0.00 | \$0.00 | \$0.00 |
| 20 | Capital Purchase ² | \$56,882.00 | \$0.00 | \$56,882.00 |
| 22 | Indirect Cost ² | \$0.00 | \$0.00 | \$0.00 |
| 24 | In-Kind Expense ² | \$0.00 | \$0.00 | \$0.00 |
| n/a | Grantee Match Requirement (for any amount of the required Grantee Match that is <u>not</u> specifically delineated by budget line-items above) | \$0.00 | \$0.00 | \$0.00 |
| 25 | GRAND TOTAL | \$95,732.00 | \$0.00 | \$95,732.00 |

¹ Each expense object line-item shall be defined by the Department of Finance and Administration Policy 03, *Uniform Reporting Requirements and Cost Allocation Plans for Subrecipients of Federal and State Grant Monies, Appendix A*, (posted on the Internet at: <http://www.state.tn.us/finance/act/documents/policy3.pdf>)

² Applicable detail follows this page if line-item is funded.

**CASH MATCH SHOULD BE REFLECTED IN THE TOTAL PROJECT AMOUNT IN THE SUMMARY AND
DETAIL PAGES WHEN APPLICABLE**

ATTACHMENT A-1

Page 2

GRANT BUDGET LINE-ITEM DETAIL:

AGENCY NAME: Tennessee Department of Commerce and Insurance

FUND SOURCE: JAG

PROJECT TITLE: FY17 Audio and Tablet

| SUPPLIES (includes "Sensitive Minor Equipment"), TELEPHONE, POSTAGE & SHIPPING, OCCUPANCY, EQUIPMENT RENTAL & MAINTENANCE, PRINTING & PUBLICATION | AMOUNT |
|--|--------------------|
| Equipment: Approximately 150 iPadMini at approximately 259 each. | \$38,850.00 |
| TOTAL | \$38,850.00 |

| CAPITAL PURCHASE | AMOUNT |
|--|--------------------|
| Auditorium Audio/Visual Project with primary components costing more than \$5,0000 plus necessary materials and services for hookup. | \$56,882.00 |
| TOTAL | \$56,882.00 |

ATTACHMENT B**Federal Award Identification Worksheet**

| | |
|--|--|
| Subrecipient's name (must match registered name in DUNS) | Tennessee Department of Commerce and Insurance |
| Subrecipient's DUNS number | 148976413 |
| Federal Award Identification Number (FAIN) | 2013-MU-BX-0019 |
| Federal award date | 9/5/2013 |
| CFDA number and name | 16.738; Byrne Justice Assistance Grant |
| Grant contract's begin date | 10/1/2016 |
| Grant contract's end date | 6/30/2017 |
| Amount of federal funds obligated by this grant contract | \$95,732.00 |
| Total amount of federal funds obligated to the subrecipient | \$95,732.00 |
| Total amount of the federal award to the pass-through entity (Grantor State Agency) | \$5,247,029.00 |
| Name of federal awarding agency | Bureau of Justice Assistance |
| Name and contact information for the federal awarding official | Yolaine Faustin (202) 353-1720 |
| Is the federal award for research and development? | No |
| Indirect cost rate for the federal award (See 2 C.F.R. §200.331 for information on type of indirect cost rate) | N/A |

| | |
|--------------------------------|---|
| Opportunity Title: | COPS-COMMUNITY-POLICING-DEVELOPMENT-2017 |
| Offering Agency: | Community Oriented Policing Services |
| CFDA Number: | 16.710 |
| CFDA Description: | Public Safety Partnership and Community Policing Grants |
| Opportunity Number: | COPS-COMMUNITY-POLICING-DEVELOPMENT-2017 |
| Competition ID: | |
| Opportunity Open Date: | 05/22/2017 |
| Opportunity Close Date: | 06/23/2017 |
| Agency Contact: | Response Center E-mail: askCopsRC@usdoj.gov Phone: 800.421.6770 |

This opportunity is only open to organizations, applicants who are submitting grant applications on behalf of a company, state, local or tribal government, academia, or other type of organization.

Application Filing Name:

Select Forms to Complete

Mandatory

[Application for Federal Assistance \(SF-424\)](#)

[COPS Short Application Attachment to SF-424](#)

Optional

Instructions

[Show Instructions >>](#)

This electronic grants application is intended to be used to apply for the specific Federal funding opportunity referenced here. If the Federal funding opportunity listed is not the opportunity for which you want to apply, close this application package by clicking on the "Cancel" button at the top of this screen. You will then need to locate the correct Federal funding opportunity, download its application and then apply.

| Application for Federal Assistance SF-424 | | |
|--|--|--|
| * 1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application | * 2. Type of Application: <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision | * If Revision, select appropriate letter(s): _____ * Other (Specify): _____ |
| * 3. Date Received: Completed by Grants.gov upon submission. | 4. Applicant Identifier: _____ | |
| 5a. Federal Entity Identifier: _____ | 5b. Federal Award Identifier: _____ | |
| State Use Only: | | |
| 6. Date Received by State: _____ | 7. State Application Identifier: _____ | |
| 8. APPLICANT INFORMATION: | | |
| * a. Legal Name: Tennessee Law Enforcement Training Academy | | |
| * b. Employer/Taxpayer Identification Number (EIN/TIN): 62-6001445 | * c. Organizational DUNS: 1489764130000 | |
| d. Address: | | |
| * Street1: 3025 Lebanon Pike | _____ | |
| Street2: _____ | _____ | |
| * City: Nashville | _____ | |
| County/Parish: _____ | _____ | |
| * State: _____ | TN: Tennessee | |
| Province: _____ | _____ | |
| * Country: _____ | USA: UNITED STATES | |
| * Zip / Postal Code: 37214-2217 | _____ | |
| e. Organizational Unit: | | |
| Department Name: TN Dept Commerce and Insurance | Division Name: TLETA | |
| f. Name and contact information of person to be contacted on matters involving this application: | | |
| Prefix: Mr. | * First Name: Thad | _____ |
| Middle Name: _____ | _____ | |
| * Last Name: Dorris | _____ | |
| Suffix: _____ | _____ | |
| Title: Law Enforcement Instructor | | |
| Organizational Affiliation: _____ | | |
| * Telephone Number: 615-741-4448 | Fax Number: _____ | |
| * Email: thad.dorris@tn.gov | | |

Application for Federal Assistance SF-424

*** 9. Type of Applicant 1: Select Applicant Type:**

A: State Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

*** 10. Name of Federal Agency:**

Community Oriented Policing Services

11. Catalog of Federal Domestic Assistance Number:

16.710

CFDA Title:

Public Safety Partnership and Community Policing Grants

*** 12. Funding Opportunity Number:**

COPS-COMMUNITY-POLICING-DEVELOPMENT-2017

* Title:

COPS-COMMUNITY-POLICING-DEVELOPMENT-2017

13. Competition Identification Number:

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

Add Attachment

Delete Attachment

View Attachment

*** 15. Descriptive Title of Applicant's Project:**

Use of force simulator purchase and upgrade project

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

Application for Federal Assistance SF-424

16. Congressional Districts Of:

* a. Applicant

* b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

17. Proposed Project:

* a. Start Date:

* b. End Date:

18. Estimated Funding (\$):

| | |
|---------------------|--|
| * a. Federal | <input type="text" value="79,380.00"/> |
| * b. Applicant | <input type="text" value="0.00"/> |
| * c. State | <input type="text" value="0.00"/> |
| * d. Local | <input type="text" value="0.00"/> |
| * e. Other | <input type="text" value="0.00"/> |
| * f. Program Income | <input type="text" value="0.00"/> |
| * g. TOTAL | <input type="text" value="79,380.00"/> |

*** 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

- a. This application was made available to the State under the Executive Order 12372 Process for review on
- b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- c. Program is not covered by E.O. 12372.

*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**

- Yes
- No

If "Yes", provide explanation and attach

21. *By signing this application, I certify (1) to the statements contained in the list of certifications and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**

** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix: * First Name:
Middle Name:
* Last Name:
Suffix:

* Title:

* Telephone Number: Fax Number:

* Email:

* Signature of Authorized Representative: * Date Signed:

COPS Application Attachment to SF-424

Section 1: COPS PROGRAM REQUEST

Federal assistance is being requested under the following COPS program:

Select the COPS grant program for which you are requesting federal assistance. **A separate application must be completed for each COPS program for which you are applying.** Please ensure that you read, understand, and agree to comply with the applicable grant terms and conditions as outlined in the COPS Application Guide before finalizing your selection.

ONLY ONE PROGRAM OPTION MAY BE CHECKED

COPS Hiring Program

Anti-Heroin Task Force

Community Policing Development

COPS Anti-Methamphetamine Program

Applicant ORI Number:

TN089ZZ

Re-enter Applicant ORI Number:

TN089ZZ

The ORI number is assigned by the FBI and is your agency's unique identifier. The COPS Office uses the first seven characters of this number. The first two letters are your state abbreviation, the next three numbers are your county's code, and the next two numbers identify your jurisdiction within your county. If you do not currently have an ORI number, the COPS Office will assign one to your agency for the purpose of tracking your grant. ORI numbers assigned to agencies by the COPS Office may end in "ZZ."

| | |
|--------------------------------|---|
| Opportunity Title: | COPS-HIRING-PROGRAM-APPLICATION-2017 |
| Offering Agency: | Community Oriented Policing Services |
| CFDA Number: | 16.710 |
| CFDA Description: | Public Safety Partnership and Community Policing Grants |
| Opportunity Number: | COPS-HIRING-PROGRAM-APPLICATION-2017 |
| Competition ID: | |
| Opportunity Open Date: | 05/22/2017 |
| Opportunity Close Date: | 07/10/2017 |
| Agency Contact: | COPS Office Response Center Phone: 800.421.6770 E-mail: askCopsRC@usdoj.gov |

This opportunity is only open to organizations, applicants who are submitting grant applications on behalf of a company, state, local or tribal government, academia, or other type of organization.

Application Filing Name: Tennessee Law Enforcement Training Academy

Select Forms to Complete

Mandatory

[Application for Federal Assistance \(SF-424\)](#)

[COPS Short Application Attachment to SF-424](#)

Optional

Instructions

[Show Instructions >>](#)

This electronic grants application is intended to be used to apply for the specific Federal funding opportunity referenced here. If the Federal funding opportunity listed is not the opportunity for which you want to apply, close this application package by clicking on the "Cancel" button at the top of this screen. You will then need to locate the correct Federal funding opportunity, download its application and then apply.

| Application for Federal Assistance SF-424 | | | | | | | | | | | |
|---|--|---------------------------|---|--|--|--|--|--|--|--|--|
| * 1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application | | | * 2. Type of Application: <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision | | | * If Revision, select appropriate letter(s): _____ * Other (Specify): _____ | | | | | |
| * 3. Date Received: Completed by Grants.gov upon submission. | | | 4. Applicant Identifier: _____ | | | | | | | | |
| 5a. Federal Entity Identifier: _____ | | | 5b. Federal Award Identifier: _____ | | | | | | | | |
| State Use Only: | | | | | | | | | | | |
| 6. Date Received by State: _____ | | | 7. State Application Identifier: _____ | | | | | | | | |
| 8. APPLICANT INFORMATION: | | | | | | | | | | | |
| * a. Legal Name: Tennessee Law Enforcement Training Academy | | | | | | | | | | | |
| * b. Employer/Taxpayer Identification Number (EIN/TIN): 62-6001445 | | | * c. Organizational DUNS: 1489764130000 | | | | | | | | |
| d. Address: | | | | | | | | | | | |
| * Street1: | | 3025 Lebanon Pike | | | | | | | | | |
| Street2: | | _____ | | | | | | | | | |
| * City: | | Nashville | | | | | | | | | |
| County/Parish: | | _____ | | | | | | | | | |
| * State: | | TN: Tennessee | | | | | | | | | |
| Province: | | _____ | | | | | | | | | |
| * Country: | | USA: UNITED STATES | | | | | | | | | |
| * Zip / Postal Code: | | 37214-1204 | | | | | | | | | |
| e. Organizational Unit: | | | | | | | | | | | |
| Department Name: Commerce and Insurance | | | Division Name: T.L.E.T.A. | | | | | | | | |
| f. Name and contact information of person to be contacted on matters involving this application: | | | | | | | | | | | |
| Prefix: Mr. | | * First Name: Thad | | | | | | | | | |
| Middle Name: F | | | | | | | | | | | |
| * Last Name: Dorris | | | | | | | | | | | |
| Suffix: | | | | | | | | | | | |
| Title: Law Enforcement Instructor | | | | | | | | | | | |
| Organizational Affiliation: Full-Time employee | | | | | | | | | | | |
| * Telephone Number: 615-741-4448 | | | Fax Number: 615-741-3366 | | | | | | | | |
| * Email: thad.dorris@tn.gov | | | | | | | | | | | |

Application for Federal Assistance SF-424

*** 9. Type of Applicant 1: Select Applicant Type:**

A: State Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

*** 10. Name of Federal Agency:**

Community Oriented Policing Services

11. Catalog of Federal Domestic Assistance Number:

16.710

CFDA Title:

Public Safety Partnership and Community Policing Grants

*** 12. Funding Opportunity Number:**

COPS-HIRING-PROGRAM-APPLICATION-2017

* Title:

COPS-HIRING-PROGRAM-APPLICATION-2017

13. Competition Identification Number:

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

Service Area.docx

Add Attachment

Delete Attachment

View Attachment

*** 15. Descriptive Title of Applicant's Project:**

Law Enforcement Instructor Personnel Project

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

Application for Federal Assistance SF-424

16. Congressional Districts Of:

* a. Applicant

* b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

17. Proposed Project:

* a. Start Date:

* b. End Date:

18. Estimated Funding (\$):

| | |
|---------------------|--|
| * a. Federal | <input type="text" value="53,325.00"/> |
| * b. Applicant | <input type="text" value="17,775.00"/> |
| * c. State | <input type="text" value="0.00"/> |
| * d. Local | <input type="text" value="0.00"/> |
| * e. Other | <input type="text" value="0.00"/> |
| * f. Program Income | <input type="text" value="0.00"/> |
| * g. TOTAL | <input type="text" value="71,100.00"/> |

*** 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

- a. This application was made available to the State under the Executive Order 12372 Process for review on
- b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- c. Program is not covered by E.O. 12372.

*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**

- Yes
- No

If "Yes", provide explanation and attach

21. *By signing this application, I certify (1) to the statements contained in the list of certifications and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**

** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix: * First Name:
Middle Name:
* Last Name:
Suffix:

* Title:

* Telephone Number: Fax Number:

* Email:

* Signature of Authorized Representative: * Date Signed:

COPS Application Attachment to SF-424

Section 1: COPS PROGRAM REQUEST

Federal assistance is being requested under the following COPS program:

Select the COPS grant program for which you are requesting federal assistance. **A separate application must be completed for each COPS program for which you are applying.** Please ensure that you read, understand, and agree to comply with the applicable grant terms and conditions as outlined in the COPS Application Guide before finalizing your selection.

ONLY ONE PROGRAM OPTION MAY BE CHECKED

COPS Hiring Program

Anti-Heroin Task Force

Community Policing Development

COPS Anti-Methamphetamine Program

Applicant ORI Number:

TN089ZZ

Re-enter Applicant ORI Number:

TN089ZZ

The ORI number is assigned by the FBI and is your agency's unique identifier. The COPS Office uses the first seven characters of this number. The first two letters are your state abbreviation, the next three numbers are your county's code, and the next two numbers identify your jurisdiction within your county. If you do not currently have an ORI number, the COPS Office will assign one to your agency for the purpose of tracking your grant. ORI numbers assigned to agencies by the COPS Office may end in "ZZ."

Grant Application Package

LEI - equipment

| | |
|-------------------------|---|
| Opportunity Title: | COPS-COMMUNITY-POLICING-DEVELOPMENT-2017 |
| Offering Agency: | Community Oriented Policing Services |
| CFDA Number: | 16.710 |
| CFDA Description: | Public Safety Partnership and Community Policing Grants |
| Opportunity Number: | COPS-COMMUNITY-POLICING-DEVELOPMENT-2017 |
| Competition ID: | |
| Opportunity Open Date: | 05/22/2017 |
| Opportunity Close Date: | 06/23/2017 |
| Agency Contact: | Response Center E-mail: askCopsRC@usdoj.gov Phone: 800.421.6770 |

This opportunity is only open to organizations, applicants who are submitting grant applications on behalf of a company, state, local or tribal government, academia, or other type of organization.

Application Filing Name: Tennessee Law Enforcement Training Academy

Select Forms to Complete

Mandatory

[Application for Federal Assistance \(SF-424\)](#)

[COPS Short Application Attachment to SF-424](#)

Optional

Instructions

[Show Instructions >>](#)

This electronic grants application is intended to be used to apply for the specific Federal funding opportunity referenced here. If the Federal funding opportunity listed is not the opportunity for which you want to apply, close this application package by clicking on the "Cancel" button at the top of this screen. You will then need to locate the correct Federal funding opportunity, download its application and then apply.

Application for Federal Assistance SF-424

* 1. Type of Submission:

- Preapplication
- Application
- Changed/Corrected Application

* 2. Type of Application:

- New
- Continuation
- Revision

* If Revision, select appropriate letter(s):

* Other (Specify):

* 3. Date Received:

Completed by Grants.gov upon submission.

4. Applicant Identifier:

5a. Federal Entity Identifier:

5b. Federal Award Identifier:

State Use Only:

6. Date Received by State:

7. State Application Identifier:

8. APPLICANT INFORMATION:

* a. Legal Name:

Tennessee Law Enforcement Training Academy

* b. Employer/Taxpayer Identification Number (EIN/TIN):

62-6001445

* c. Organizational DUNS:

1489764130000

d. Address:

* Street1:

3025 Lebanon Pike

Street2:

* City:

Nashville

County/Parish:

* State:

TN: Tennessee

Province:

* Country:

USA: UNITED STATES

* Zip / Postal Code:

37214-1204

e. Organizational Unit:

Department Name:

TN Dept Commerce & Insurance

Division Name:

TLETA

f. Name and contact information of person to be contacted on matters involving this application:

Prefix:

Mr.

* First Name:

Thad

Middle Name:

* Last Name:

Dorris

Suffix:

Title:

Law Enforcement Instructor

Organizational Affiliation:

Full-Time Employee

* Telephone Number:

615-741-4448

Fax Number:

615-741-3366

* Email:

thad.dorris@tn.gov

Application for Federal Assistance SF-424

*** 9. Type of Applicant 1: Select Applicant Type:**

A: State Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

*** 10. Name of Federal Agency:**

Community Oriented Policing Services

11. Catalog of Federal Domestic Assistance Number:

16.710

CFDA Title:

Public Safety Partnership and Community Policing Grants

*** 12. Funding Opportunity Number:**

COPS-COMMUNITY-POLICING-DEVELOPMENT-2017

* Title:

COPS-COMMUNITY-POLICING-DEVELOPMENT-2017

13. Competition Identification Number:

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

Service Area.docx

Add Attachment

Delete Attachment

View Attachment

*** 15. Descriptive Title of Applicant's Project:**

Law Enforcement Instructor Equipment Grant

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

Application for Federal Assistance SF-424

16. Congressional Districts Of:

* a. Applicant

* b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

17. Proposed Project:

* a. Start Date:

* b. End Date:

18. Estimated Funding (\$):

| | |
|---------------------|--|
| * a. Federal | <input type="text" value="33,607.50"/> |
| * b. Applicant | <input type="text" value="11,202.50"/> |
| * c. State | <input type="text" value="0.00"/> |
| * d. Local | <input type="text" value="0.00"/> |
| * e. Other | <input type="text" value="0.00"/> |
| * f. Program Income | <input type="text" value="0.00"/> |
| * g. TOTAL | <input type="text" value="44,810.00"/> |

*** 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

- a. This application was made available to the State under the Executive Order 12372 Process for review on .
- b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- c. Program is not covered by E.O. 12372.

*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**

Yes No

If "Yes", provide explanation and attach

21. *By signing this application, I certify (1) to the statements contained in the list of certifications and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**

** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix: * First Name:
Middle Name:
* Last Name:
Suffix:

* Title:

* Telephone Number: Fax Number:

* Email:

* Signature of Authorized Representative: * Date Signed:

COPS Application Attachment to SF-424

Section 1: COPS PROGRAM REQUEST

Federal assistance is being requested under the following COPS program:

Select the COPS grant program for which you are requesting federal assistance. **A separate application must be completed for each COPS program for which you are applying.** Please ensure that you read, understand, and agree to comply with the applicable grant terms and conditions as outlined in the COPS Application Guide before finalizing your selection.

ONLY ONE PROGRAM OPTION MAY BE CHECKED

- | | |
|--|--|
| <input type="checkbox"/> COPS Hiring Program | <input type="checkbox"/> Anti-Heroin Task Force |
| <input checked="" type="checkbox"/> Community Policing Development | <input type="checkbox"/> COPS Anti-Methamphetamine Program |

Applicant ORI Number:

TN089ZZ

Re-enter Applicant ORI Number:

TN089ZZ

The ORI number is assigned by the FBI and is your agency's unique identifier. The COPS Office uses the first seven characters of this number. The first two letters are your state abbreviation, the next three numbers are your county's code, and the next two numbers identify your jurisdiction within your county. If you do not currently have an ORI number, the COPS Office will assign one to your agency for the purpose of tracking your grant. ORI numbers assigned to agencies by the COPS Office may end in "ZZ."

Appendix C

**Federal Financial Assistance Property List
FY 2017**

| Name | Serial Number | Location | Total |
|---------------------------------------|----------------------|------------------------------------|--------------|
| Dell Latitude 9-18-13 | Mm592a00 | LESO Room | 3 |
| Ballistic Goggles 10-28-13 | N/A | Range House | 46 |
| Freezer 1-13-14 | | Kitchen | 1 |
| M14 | 1483603 | ARMORY | 1 |
| M14 | 1058045 | ARMORY | 1 |
| M14 | 682465 | ARMORY | 1 |
| COLT | 1893559 | ARMORY | 1 |
| COLT | 1588629 | ARMORY | 1 |
| COLT | 881102 | ARMORY | 1 |
| REMINGTON | 1739615 | ARMORY | 1 |
| COLT | 2185381 | ARMORY | 1 |
| COLT | 2009257 | ARMORY | 1 |
| ITHACA | 1568704 | ARMORY | 1 |
| ITHACA | 1451241 | ARMORY | 1 |
| COLT | 1070844 | Sam Reed | 1 |
| ITHACA | 1550722 | ARMORY | 1 |
| REMINGTON | 901296 | ARMORY | 1 |
| AR-15 | | ARMORY | 1 |
| Fryer | | Kitchen | 1 |
| Tool Box | | Garage | 1 |
| Tool Box | | Upstairs Misc Room Sauna | 1 |
| Ballistic Goggles Issued to Staff | | Grisham, Robinson, Fitzhugh, Wrath | 4 |
| Dressers | | Male Dorm | 33 |
| Desks | | Male Dorm | 60 |
| Shed | | Range | 1 |
| Containers | | Range | 2 |
| AC Unit | | Range House | 1 |
| Bullet Proof Building | | Parking Lot | 1 |
| Tool chest with tools | | Range/Track | 4 |
| Copiers | | Range House/Classroom A | 3 |
| Printers | | Storage (1 is broken) | 3 |
| Printer Lexmark E360DN 2ytp3532390229 | 72M21ZY | Ben Wrath | 1 |
| Printer Lexmark E360DN 2ytp3532400586 | 72MBDY2 | Kelly Morgan | 1 |
| Printer HP Laser Jet 600 | JPBCD7C0MK | Trey Clanton | 1 |

**Federal Financial Assistance Property List
FY 2017**

| Name | Serial Number | Location | Total |
|------------------------------|----------------------|-----------------|--------------|
| Printer HP Laser Jet 600 | JPBCD7C0ML | Mark Wills | 1 |
| Printer HP Laser Jet 600 | JPCCF9F16Y | Don Nicholson | 1 |
| Printer HP Laser Jet 600 | JPBCD7C0MN | Travis Robinson | 1 |
| Printer HP Laser Jet 600 | JPBCD7C0MQ | Dexter Mines | 1 |
| Printer HP Laser Jet 600 | JPBCD7C0MC | Brian Grisham | 1 |
| Printer HP Laser Jet 600 | JPBCD7C0MV | Ray Farris | 1 |
| Printer HP Laser Jet 600 | JPCCF9S1H1 | Dexter Mines | 1 |
| Printer HP Laser Jet 600 | JPBCD7C0NM | Sam Reed | 1 |
| Printer HP Laser Jet P4014dn | JPDF049596 | Pam Pavao | 1 |

Appendix D

Award Package



FEMA

Mr. Greg Adams
State of Tennessee, State Fire Marshal's Office
500 James Robertson Parkway
Nashville, Tennessee 37243-1204

Re: Grant No.EMW-2016-FP-00447

Dear Mr. Adams:

Congratulations, on behalf of the Department of Homeland Security, your application for financial assistance submitted under the Fiscal Year (FY) 2016 Assistance to Firefighters Grant Program - Fire Prevention and Safety Grant has been approved in the amount of \$266,667.00. As a condition of this award, you are required to contribute a cost match in the amount of \$13,333.00 of non-Federal funds. The Federal share is \$266,667.00 of the approved total project cost of \$280,000.00.

Before you request and receive any of the Federal funds awarded to you, you must establish acceptance of the award through the Assistance to Firefighters Grant Programs' e-grant system. By accepting this award, you acknowledge that the terms of the following documents are incorporated into the terms of your award:

- Summary Award Memo
- Agreement Articles (attached to this Award Letter)
- Obligating Document (attached to this Award Letter)
- FY 2016 Assistance to Firefighters Grant Program - Fire Prevention and Safety Grant Notice of Funding Opportunity

Please make sure you read, understand, and maintain a copy of these documents in your official file for this award.

Prior to requesting Federal funds, all recipients are required to register in the System for Award Management (SAM.gov). As the recipient, you must register and maintain current information in SAM.gov until you submit the final financial report required under this award or receive the final payment, whichever is later. This requires that the recipient review and update the information annually after the initial registration, and more frequently for changes in your information. There is no charge to register in SAM.gov. Your registration must be completed on-line at <https://www.sam.gov/portal/public/SAM/>. It is your entity's responsibility to have a valid DUNS number at the time of registration.

In order to establish acceptance of the award and its terms, please follow these instructions:

Step 1: Please go to <https://portal.fema.gov> to accept or decline your award. This will take you to the Assistance to Firefighters eGrants system. Enter your User Name and Password as requested on the login screen. Your User Name and Password are the same as those used to complete the application on-line.

Once you are in the system, the Status page will be the first screen you see. On the right side of the Status screen, you will see a column entitled Action. In this column, please select the View Award Package from the drop down menu. Click Go to view your award package and indicate your acceptance or declination of award. PLEASE NOTE: your period of performance has begun. If you wish to accept your grant, you should do so immediately. When you have finished, we recommend printing your award package for your records.

Step 2: If you accept your award, you will see a link on the left side of the screen that says "Update 1199A" in the Action column. Click this link. This link will take you to the SF-1199A, Direct Deposit Sign-up Form. Please complete the SF-1199A on-line if you have not done so already. When you have finished, you must submit the form electronically. Then, using the Print 1199A Button, print a copy and take it to your bank to have the bottom portion completed. Make sure your application number is on the form. After your bank has filled out their portion of the form, you must fax a copy of the form to FEMA's SF-1199 Processing Staff at 540-504-2883. You should keep the original form in your grant files. After the faxed version of your SF 1199A has been reviewed you will receive an email indicating the form is approved. Once approved you will be able to request payments online. If you have any questions or concerns regarding your 1199A, or the process to request your funds, please call (866) 274-0960.

Sincerely,

A handwritten signature in blue ink that reads "Bridget Bean". The signature is written in a cursive style with a long, sweeping underline.

Bridget Bean
Acting Assistant Administrator for Grant Programs

Summary Award Memo

SUMMARY OF ASSISTANCE ACTION
ASSISTANCE TO FIREFIGHTERS GRANT PROGRAM - FIRE PREVENTION AND SAFETY GRANTS Application

INSTRUMENT: GRANT
AGREEMENT NUMBER: EMW-2016-FP-00447
GRANTEE: State of Tennessee, State Fire Marshal's Office
DUNS NUMBER: 148976413
AMOUNT: \$280,000.00, Fire Prevention

Project Description

The purpose of the Assistance to Firefighters Grant Program - Fire Prevention and Safety Grants is to protect the health and safety of the public and firefighting personnel against fire and fire-related hazards.

After careful consideration, FEMA has determined that the recipient's project or projects submitted as part of the recipient's application, and detailed in the project narrative as well as the request details section of the application - including budget information - was consistent with the Assistance to Firefighters Grant Program - Fire Prevention and Safety Grants program's purpose and worthy of award. The projects approved for funding are indicated by the budget or negotiation comments below. The recipient shall perform the work described in the grant application for the recipient's approved project or projects as itemized in the request details section of the application and further described in the grant application narrative. The content of the approved portions of the application - along with any documents submitted with the recipient's application - are incorporated by reference into the terms of the recipient's award. The recipient may not change or make any material deviations from the approved scope of work outlined in the above referenced sections of the application without prior written approval, via amendment request, from FEMA.

Period of Performance

04-AUG-17 to 03-AUG-18

Amount Awarded

The amount of the award is detailed in the attached Obligating Document for Award. The following are the budgeted estimates for object classes for this grant (including Federal share plus recipient match):

| | |
|------------------|--------------|
| Personnel | \$0.00 |
| Fringe Benefits | \$0.00 |
| Travel | \$0.00 |
| Equipment | \$0.00 |
| Supplies | \$280,000.00 |
| Contractual | \$0.00 |
| Construction | \$0.00 |
| Other | \$0.00 |
| Indirect Charges | \$0.00 |
| Total | \$280,000.00 |

NEGOTIATION COMMENTS IF APPLICABLE (max 8000 characters)

FEMA Officials

Program Officer: The Program Specialist is responsible for the technical monitoring of the stages of work and technical performance of the activities described in the approved grant application. If you have any programmatic questions regarding your grant, please call the AFG Help Desk at 866-274-0960 to be directed to a program specialist.

Grants Assistance Officer: The Assistance Officer is the Federal official responsible for negotiating, administering, and executing all grant business matters. The Officer conducts the final business review of all grant awards and permits the obligation of federal funds. If you have any questions regarding your grant please call ASK-GMD at 866-927-5646 to be directed to a Grants Management Specialist.

Grants Operations POC: The Grants Management Specialist shall be contacted to address all financial and administrative grant business matters for this grant award. If you have any questions regarding your grant please call ASK-GMD at 866-927-5646 to be directed to a specialist.

ADDITIONAL REQUIREMENTS (IF APPLICABLE)

The Program Office has made the following reductions to your grant:

Funding is not approved for request for Project 2 - Community Risk Reduction - Public Education at \$105,802.

Therefore, they have recommended the award at this level:

Total budget \$280,000

Federal share \$266,667

Applicant share \$13,333

Any questions pertaining to your award package, please contact your GPD Grants Management Specialist: Chanee Williams at Chanee.Williams@fema.dhs.gov.

National Environmental Policy Act

All recipients must comply with the requirements of the National Environmental Policy Act (NEPA) and the Council on Environmental Quality (CEQ) Regulations for Implementing the Procedural Provisions of NEPA, which requires recipients to use all practicable means within their authority, and consistent with other essential considerations of national policy, to create and maintain conditions under which people and nature can exist in productive harmony and fulfill the social, economic, and other needs of present and future generations of Americans.

Nondiscrimination in Matters Pertaining to Faith-Based Organizations

It is DHS policy to ensure the equal treatment of faith-based organizations in social service programs administered or supported by DHS or its component agencies, enabling those organizations to participate in providing important social services to beneficiaries. All recipients must comply with the equal treatment policies and requirements contained in 6 C.F.R. Part 19 and other applicable statutes, regulations, and guidance governing the participations of faith-based organizations in individual DHS programs.

Agreement Articles



FEMA

U.S. Department of Homeland Security
Washington, D.C. 20472

AGREEMENT ARTICLES

Assistance to Firefighters Grant Program - Fire Prevention and Safety Grants

GRANTEE: State of Tennessee, State Fire Marshal's Office

PROGRAM: Assistance to Firefighters Grant Program - Fire Prevention and Safety Grants

AGREEMENT NUMBER: EMW-2016-FP-00447

AMENDMENT NUMBER:

TABLE OF CONTENTS

| | |
|---------------|--|
| Article I | Assurances, Administrative Requirements and Cost Principles |
| Article II | Acknowledgement of Federal Funding from DHS |
| Article III | Activities Conducted Abroad |
| Article IV | Age Discrimination Act of 1975 |
| Article V | Americans with Disabilities Act of 1990 |
| Article VI | Best Practices for Collection and Use of Personally Identifiable Information (PII) |
| Article VII | Title VI of the Civil Rights Act of 1964 |
| Article VIII | Civil Right Act of 1968 |
| Article IX | Copyright |
| Article X | Debarment and Suspension |
| Article XI | Drug-Free Workplace Regulations |
| Article XII | Duplication of Benefits |
| Article XIII | Energy Policy and Conservation Act |
| Article XIV | Reporting Subawards and Executive Compensation |
| Article XV | False Claims Act and Program Fraud Civil Remedies |
| Article XVI | Federal Debt Status |
| Article XVII | Fly America Act of 1974 |
| Article XVIII | Hotel and Motel Safety Act of 1990 |
| Article XIX | Limited English Proficiency (Civil Rights Act of 1964, Title VI) |
| Article XX | Lobbying Prohibitions |
| Article XXI | Non-supplanting Requirement |
| Article XXII | Patents and Intellectual Property Rights |
| Article XXIII | Procurement of Recovered Materials |
| Article XXIV | Contract Provisions for Non-federal Entity Contracts under Federal Awards |
| Article XXV | SAFECOM |

| | |
|-----------------|---|
| Article XXVI | Terrorist Financing E.O. 13224 |
| Article XXVII | Title IX of the Education Amendments of 1972 (Equal Opportunity in Education Act) |
| Article XXVIII | Trafficking Victims Protection Act of 2000 |
| Article XXIX | Rehabilitation Act of 1973 |
| Article XXX | USA Patriot Act of 2001 |
| Article XXXI | Use of DHS Seal, Logo and Flags |
| Article XXXII | Whistleblower Protection Act |
| Article XXXIII | DHS Specific Acknowledgements and Assurances |
| Article XXXIV | System of Award Management and Universal Identifier Requirements |
| Article XXXV | Animal Welfare Act of 1966 |
| Article XXXVI | Protection of Human Subjects |
| Article XXXVII | Incorporation by Reference of Notice of Funding Opportunity |
| Article XXXVIII | Acceptance of Post Award Changes |
| Article XXXIX | Prior Approval for Modification of Approved Budget |
| Article XL | Disposition of Equipment Acquired Under the Federal Award |
| Article XLI | Environmental Planning and Historic Preservation Screening |

I. **Assurances, Administrative Requirements and Cost Principles**

Recipients of DHS federal financial assistance must complete OMB Standard Form [424B Assurances - Non-Construction Programs](#). Certain assurances in this document may not be applicable to your program, and the awarding agency may require applicants to certify additional assurances. Please contact the program awarding office if you have any questions.

The administrative requirements and cost principles that apply to DHS award recipients originate from:

[2 C.F.R. Part 200](#), *Uniform Administrative Requirement, Cost Principles, and Audit Requirements for Federal Awards*, as adopted by DHS at 2 C.F.R. Part 3002.

II. **Acknowledgement of Federal Funding from DHS**

All recipients must acknowledge their use of federal funding when issuing statements, press releases, requests for proposals, bid invitations, and other documents describing projects or programs funded in whole or in part with Federal funds.

III. **Activities Conducted Abroad**

All recipients must ensure that project activities carried on outside the United States are coordinated as necessary with appropriate government authorities and that appropriate licenses, permits, or approvals are obtained.

IV. **Age Discrimination Act of 1975**

All recipients must comply with the requirements of the *Age Discrimination Act of 1975* ([42 U.S.C. § 6101 et seq.](#)), which prohibits discrimination on the basis of age in any program or activity receiving Federal financial assistance.

V. **Americans with Disabilities Act of 1990**

All recipients must comply with the requirements of Titles I, II, and III of the *Americans with Disabilities Act*, which prohibits recipients from discriminating on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities ([42 U.S.C. §§ 12101-12213](#)).

VI. Best Practices for Collection and Use of Personally Identifiable Information (PII)

All recipients who collect PII are required to have a publically-available privacy policy that describes what PII they collect, how they use the PII, whether they share PII with third parties, and how individuals may have their PII corrected where appropriate.

Award recipients may also find as a useful resource the DHS Privacy Impact Assessments: [Privacy Guidance](#) and [Privacy template](#) respectively.

VII. Title VI of the Civil Rights Act of 1964

All recipients must comply with the requirements of Title VI of the *Civil Rights Act of 1964* ([42 U.S.C. § 2000d et seq.](#)), which provides that no person in the United States will, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance. Implementing regulations for the Act are found at [6 C.F.R. Part 21](#) and [44 C.F.R. Part 7](#).

VIII. Civil Rights Act of 1968

All recipients must comply with [Title VIII of the Civil Rights Act of 1968](#), which prohibits recipients from discriminating in the sale, rental, financing, and advertising of dwellings, or in the provision of services in connection therewith, on the basis of race, color, national origin, religion, disability, familial status, and sex ([42 U.S.C. § 3601 et seq.](#)), as implemented by the Department of Housing and Urban Development at [24 C.F.R. Part 100](#). The prohibition on disability discrimination includes the requirement that new multifamily housing with four or more dwelling units-i.e., the public and common use areas and individual apartment units (all units in buildings with elevators and ground-floor units in buildings without elevators)-be designed and constructed with certain accessible features (see [24 C.F.R. § 100.201](#)).

IX. Copyright

All recipients must affix the applicable copyright notices of [17 U.S.C. §§ 401 or 402](#) and an acknowledgement of Government sponsorship (including award number) to any work first produced under Federal financial assistance awards, unless the work includes any information that is otherwise controlled by the Government (e.g., classified information or other information subject to national security or export control laws or regulations).

X. Debarment and Suspension

All recipients must comply with Executive Orders [12549](#) and [12689](#), which provide protection against waste, fraud and abuse by debarring or suspending those persons deemed irresponsible in their dealings with the Federal government.

XI. Drug-Free Workplace Regulations

All recipients must comply with the *Drug-Free Workplace Act of 1988* ([41 U.S.C. § 701 et seq.](#)), which requires that all organizations receiving grants from any Federal agency agree to maintain a drug-free workplace. DHS has adopted the Act's implementing regulations at [2 C.F.R Part 3001](#).

XII. Duplication of Benefits

Any cost allocable to a particular Federal award provided for in [2 C.F.R. Part 200, Subpart E](#) may not be charged to other Federal awards to overcome fund deficiencies, to avoid restrictions imposed by Federal statutes, regulations, or terms and conditions of the Federal awards, or for other reasons. However, this prohibition would not preclude the non-Federal entity from shifting costs that are allowable under two or more Federal awards in accordance with existing Federal statutes, regulations, or the terms and conditions of the Federal awards.

XIII. Energy Policy and Conservation Act

All recipients must comply with the requirements of [42 U.S.C. § 6201](#) which contain policies relating to energy efficiency that are defined in the state energy conservation plan issues in compliance with this Act.

XIV. Reporting Subawards and Executive Compensation

a. Reporting of first-tier subawards.

1. *Applicability.* Unless you are exempt as provided in paragraph d. of this award term, you must report each action that obligates \$25,000 or more in Federal funds that does not include Recovery funds (as defined in section 1512(a)(2) of the American Recovery and Reinvestment Act of 2009, Pub. L. 111-5) for a subaward to an entity (see definitions in paragraph e. of this award term).

2. *Where and when to report.*

i. You must report each obligating action described in paragraph a.1. of this award term to <http://www.fsrs.gov>.

ii. For subaward information, report no later than the end of the month following the month in which the obligation was made. (For example, if the obligation was made on November 7, 2010, the obligation must be reported by no later than December 31, 2010.)

3. *What to report.* You must report the information about each obligating action that the submission instructions posted at <http://www.fsrs.gov> specify.

b. Reporting Total Compensation of Recipient Executives.

1. *Applicability and what to report.* You must report total compensation for each of your five most highly compensated executives for the preceding completed fiscal year, if-

i. the total Federal funding authorized to date under this award is \$25,000 or more;

ii. in the preceding fiscal year, you received-

(A) 80 percent or more of your annual gross revenues from Federal procurement contracts (and subcontracts) and Federal financial assistance subject to the Transparency Act, as defined at 2 CFR 170.320 (and subawards); and

(B) \$25,000,000 or more in annual gross revenues from Federal procurement contracts (and subcontracts) and Federal financial assistance subject to the Transparency Act, as defined at 2 CFR 170.320 (and subawards); and

iii. The public does not have access to information about the compensation of the executives through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986. (To determine if the public has access to the compensation information, see the U.S. Security and Exchange Commission total compensation filings at <http://www.sec.gov/answers/execomp.htm>.)

2. *Where and when to report.* You must report executive total compensation described in paragraph b.1. of this award term:

- i. As part of your registration profile at <https://www.sam.gov>.
- ii. By the end of the month following the month in which this award is made, and annually thereafter.

c. Reporting of Total Compensation of Subrecipient Executives.

1. *Applicability and what to report.* Unless you are exempt as provided in paragraph d. of this award term, for each first-tier subrecipient under this award, you shall report the names and total compensation of each of the subrecipient's five most highly compensated executives for the subrecipient's preceding completed fiscal year, if-

- i. in the subrecipient's preceding fiscal year, the subrecipient received-

- (A) 80 percent or more of its annual gross revenues from Federal procurement contracts (and subcontracts) and Federal financial assistance subject to the Transparency Act, as defined at 2 CFR 170.320 (and subawards); and

- (B) \$25,000,000 or more in annual gross revenues from Federal procurement contracts (and subcontracts), and Federal financial assistance subject to the Transparency Act (and subawards); and

- ii. The public does not have access to information about the compensation of the executives through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986. (To determine if the public has access to the compensation information, see the U.S. Security and Exchange Commission total compensation filings at <http://www.sec.gov/answers/execomp.htm>.)

2. *Where and when to report.* You must report subrecipient executive total compensation described in paragraph c.1. of this award term:

- i. To the recipient.
- ii. By the end of the month following the month during which you make the subaward. For example, if a subaward is obligated on any date during the month of October of a given year (*i.e.*, between October 1 and 31), you must report any required compensation information of the subrecipient by November 30 of that year.

d. Exemptions

If, in the previous tax year, you had gross income, from all sources, under \$300,000, you are exempt from the requirements to report:

- i. Subawards,
- and
- ii. The total compensation of the five most highly compensated executives of any subrecipient.

e. Definitions. For purposes of this award term:

- 1. *Entity* means all of the following, as defined in 2 CFR part 25:

- i. A Governmental organization, which is a State, local government, or Indian tribe;
 - ii. A foreign public entity;
 - iii. A domestic or foreign nonprofit organization;
 - iv. A domestic or foreign for-profit organization;
 - v. A Federal agency, but only as a subrecipient under an award or subaward to a non-Federal entity.
2. *Executive* means officers, managing partners, or any other employees in management positions.
3. *Subaward*:
- i. This term means a legal instrument to provide support for the performance of any portion of the substantive project or program for which you received this award and that you as the recipient award to an eligible subrecipient.
 - ii. The term does not include your procurement of property and services needed to carry out the project or program (for further explanation, see Sec. __.210 of the attachment to OMB Circular A-133, "Audits of States, Local Governments, and Non-Profit Organizations").
 - iii. A subaward may be provided through any legal agreement, including an agreement that you or a subrecipient considers a contract.
4. *Subrecipient* means an entity that:
- i. Receives a subaward from you (the recipient) under this award; and
 - ii. Is accountable to you for the use of the Federal funds provided by the subaward.
5. *Total compensation* means the cash and noncash dollar value earned by the executive during the recipient's or subrecipient's preceding fiscal year and includes the following (for more information see 17 CFR 229.402(c)(2)):
- i. *Salary and bonus*.
 - ii. *Awards of stock, stock options, and stock appreciation rights*. Use the dollar amount recognized for financial statement reporting purposes with respect to the fiscal year in accordance with the Statement of Financial Accounting Standards No. 123 (Revised 2004) (FAS 123R), Shared Based Payments.
 - iii. *Earnings for services under non-equity incentive plans*. This does not include group life, health, hospitalization or medical reimbursement plans that do not discriminate in favor of executives, and are available generally to all salaried employees.
 - iv. *Change in pension value*. This is the change in present value of defined benefit and actuarial pension plans.
 - v. *Above-market earnings on deferred compensation which is not tax-qualified*.

vi. Other compensation, if the aggregate value of all such other compensation (e.g. severance, termination payments, value of life insurance paid on behalf of the employee, perquisites or property) for the executive exceeds \$10,000.

XV. False Claims Act and Program Fraud Civil Remedies

All recipients must comply with the requirements of [31 U.S.C. §3729](#) which set forth that no recipient of federal payments shall submit a false claim for payment. See also [38 U.S.C. § 3801-3812](#) which details the administrative remedies for false claims and statements made.

XVI. Federal Debt Status

All recipients are required to be non-delinquent in their repayment of any Federal debt. Examples of relevant debt include delinquent payroll and other taxes, audit disallowances, and benefit overpayments. See [OMB Circular A-129](#) and form SF-424B, item number 17 for additional information and guidance.

XVII. Fly America Act of 1974

All recipients must comply with Preference for U.S. Flag Air Carriers: (air carriers holding certificates under [49 U.S.C. § 41102](#)) for international air transportation of people and property to the extent that such service is available, in accordance with the *International Air Transportation Fair Competitive Practices Act of 1974* ([49 U.S.C. § 40118](#)) and the interpretative guidelines issued by the Comptroller General of the United States in the March 31, 1981, [amendment](#) to Comptroller General Decision B-138942.

XVIII. Hotel and Motel Fire Safety Act of 1990

In accordance with Section 6 of the *Hotel and Motel Fire Safety Act of 1990*, [15 U.S.C. §2225a](#), all recipients must ensure that all conference, meeting, convention, or training space funded in whole or in part with Federal funds complies with the fire prevention and control guidelines of the *Federal Fire Prevention and Control Act of 1974*, as amended, 15 U.S.C. §2225.

XIX. Limited English Proficiency (Civil Rights Act of 1964, Title VI)

All recipients must comply with the *Title VI of the Civil Rights Act of 1964* (Title VI) prohibition against discrimination on the basis of national origin, which requires that recipients of federal financial assistance take reasonable steps to provide meaningful access to persons with limited English proficiency (LEP) to their programs and services. Providing meaningful access for persons with LEP may entail providing language assistance services, including oral interpretation and written translation. In order to facilitate compliance with Title VI, recipients are encouraged to consider the need for language services for LEP persons served or encountered in developing program budgets. Executive Order 13166, *Improving Access to Services for Persons with Limited English Proficiency* (August 11, 2000), requires federal agencies to issue guidance to recipients, assisting such organizations and entities in understanding their language access obligations. DHS published the required recipient guidance in April 2011, *DHS Guidance to Federal Financial Assistance Recipients Regarding Title VI Prohibition Against National Origin Discrimination Affecting Limited English Proficient Persons*, 76 Fed. Reg. 21755-21768, (April 18, 2011). The Guidance provides helpful information such as how a recipient can determine the extent of its obligation to provide language services; selecting language services; and elements of an effective plan on language assistance for LEP persons. For additional assistance and information regarding language access obligations, please refer to the DHS Recipient Guidance <https://www.dhs.gov/guidance-published-help-department-supported-organizations-provide-meaningful-access-people-limited> and additional resources on <http://www.lep.gov>.

XX. Lobbying Prohibitions

All recipients must comply with [31 U.S.C. §1352](#), which provides that none of the funds provided under an award may be expended by the recipient to pay any person to

influence, or attempt to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with any Federal action concerning the award or renewal.

XXI. Non-supplanting Requirement

All recipients who receive awards made under programs that prohibit supplanting by law must ensure that Federal funds do not replace (supplant) funds that have been budgeted for the same purpose through non-Federal sources. Where federal statutes for a particular program prohibits supplanting, applicants or recipients may be required to demonstrate and document that a reduction in non-Federal resources occurred for reasons other than the receipt of expected receipt of Federal funds.

XXII. Patents and Intellectual Property Rights

Unless otherwise provided by law, recipients are subject to the [Bayh-Dole Act, Pub. L. No. 96-517](#), as amended, and codified in [35 U.S.C. § 200](#) et seq. All recipients are subject to the specific requirements governing the development, reporting, and disposition of rights to inventions and patents resulting from financial assistance awards are in [37 C.F.R. Part 401](#) and the standard patent rights clause in 37 C.F.R. § 401.14.

XXIII. Procurement of Recovered Materials

All recipients must comply with section 6002 of the [Solid Waste Disposal Act](#), as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 C.F.R. Part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds \$10,000 or the value of the quantity acquired by the preceding fiscal year exceeded \$10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.

XXIV. Contract Provisions for Non-federal Entity Contracts under Federal Awards

a. Contracts for more than the simplified acquisition threshold set at \$150,000.

All recipients who have contracts exceeding the acquisition threshold currently set at \$150,000, which is the inflation adjusted amount determined by Civilian Agency Acquisition Council and the Defense Acquisition Regulation Council as authorized by [41 U.S.C. §1908](#), must address administrative, contractual, or legal remedies in instance where contractors violate or breach contract terms and provide for such sanctions and penalties as appropriate.

b. Contracts in excess of \$10,000.

All recipients that have contracts exceeding \$10,000 must address termination for cause and for convenience by the non-Federal entity including the manner by which it will be effected and the basis for settlement.

XXV. SAFECOM

All recipients who receive awards made under programs that provide emergency communication equipment and its related activities must comply with the [SAFECOM](#) Guidance for Emergency Communication Grants, including provisions on technical standards that ensure and enhance interoperable communications.

XXVI. Terrorist Financing E.O. 13224

All recipients must comply with [U.S. Executive Order 13224](#) and U.S. law that prohibit transactions with, and the provisions of resources and support to, individuals and organizations associated with terrorism. It is the legal responsibility of recipients to ensure compliance with the E.O. and laws.

XXVII. Title IX of the Education Amendments of 1972 (Equal Opportunity in Education Act)

All recipients must comply with the requirements of Title IX of the Education Amendments of 1972 ([20 U.S.C. § 1681 et seq.](#)), which provides that no person in the United States will, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any educational program or activity receiving Federal financial assistance. Implementing regulations are codified at [6 C.F.R. Part 17](#) and [44 C.F.R. Part 19](#)

XXVIII. Trafficking Victims Protection Act of 2000

All recipients must comply with the requirements of the government-wide award term which implements Section 106(g) of the *Trafficking Victims Protection Act (TVPA) of 2000*, as amended ([22 U.S.C. § 7104](#)). This is implemented in accordance with OMB Interim Final Guidance, *Federal Register*, Volume 72, No. 218, November 13, 2007. Full text of the award term is located at [2 CFR § 175.15](#).

XXIX. Rehabilitation Act of 1973

All recipients must comply with the requirements of Section 504 of the *Rehabilitation Act of 1973*, [29 U.S.C. § 794](#), as amended, which provides that no otherwise qualified handicapped individual in the United States will, solely by reason of the handicap, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance. These requirements pertain to the provision of benefits or services as well as to employment.

XXX. USA Patriot Act of 2001

All recipients must comply with requirements of the *Uniting and Strengthening America by Providing Appropriate Tools Required to Intercept and Obstruct Terrorism Act* (USA PATRIOT Act), which amends [18 U.S.C. §§ 175-175c](#). Among other things, the USA PATRIOT Act prescribes criminal penalties for possession of any biological agent, toxin, or delivery system of a type or in a quantity that is not reasonably justified by a prophylactic, protective, bona fide research, or other peaceful purpose.

XXXI. Use of DHS Seal, Logo and Flags

All recipients must obtain DHS's approval prior to using the DHS seal(s), logos, crests or reproductions of flags or likenesses of DHS agency officials, including use of the United States Coast Guard seal, logo, crests or reproductions of flags or likenesses of Coast Guard officials.

XXXII. Whistleblower Protection Act

All recipients must comply with the statutory requirements for whistleblower protections (if applicable) at [10 U.S.C § 2409](#), [41 U.S.C. § 4712](#), and [10 U.S.C. § 2324](#), [41 U.S.C. §§ 4304](#) and [4310](#).

XXXIII. DHS Specific Acknowledgements and Assurances

All recipients must acknowledge and agree-and require any sub-recipients, contractors, successors, transferees, and assignees acknowledge and agree-to comply with applicable provisions governing DHS access to records, accounts, documents, information, facilities, and staff.

1. Recipients must cooperate with any compliance review or complaint investigation conducted by DHS.
2. Recipients must give DHS access to and the right to examine and copy records, accounts, and other documents and sources of information related to the grant and permit access to facilities, personnel, and other individuals and information as may be necessary, as required by DHS regulations and other applicable laws or program guidance.
3. Recipients must submit timely, complete, and accurate reports to the appropriate DHS officials and maintain appropriate backup documentation to support the reports.
4. Recipients must comply with all other special reporting, data collection, and evaluation requirements, as prescribed by law or detailed in program guidance.
5. If, during the past three years, the recipient has been accused of discrimination on the grounds of race, color, national origin (including limited English proficiency), sex, age, disability, religion, or familial status, the recipient must provide a list of all such proceedings, pending or completed, including outcome and copies of settlement agreements to the DHS awarding office and the DHS Office of Civil Rights and Civil Liberties.
6. In the event any court or administrative agency makes a finding of discrimination on grounds of race, color, national origin (including limited English proficiency), sex, age, disability, religion, or familial status against the recipient, or the recipient settles a case or matter alleging such discrimination, recipients must forward a copy of the complaint and findings to the DHS Component and/or awarding office.

The United States has the right to seek judicial enforcement of these obligations.

XXXIV. System of Award Management and Universal Identifier Requirements

A. Requirement for System of Award Management

Unless exempted from this requirement under 2 CFR 25.110, you as the recipient must maintain the currency of your information in the SAM until you submit the final financial report required under this award or receive the final payment, whichever is later. This requires that you review and update the information at least annually after the initial registration, and more frequently if required by changes in your information or another award term.

B. Requirement for unique entity identifier

If authorized to make subawards under this award, you:

1. Must notify potential subrecipients that no entity (see definition in paragraph C of this award term) may receive a subaward from you unless the entity has provided its unique entity identifier to you.
2. May not make a subaward to an entity unless the entity has provided its unique entity identifier to you.

C. Definitions

For purposes of this award term:

1. *System of Award Management (SAM)* means the Federal repository into which an entity must provide information required for the conduct of business as a recipient. Additional information about registration procedures may be found at the SAM Internet site (currently at <http://www.sam.gov>).

2. *Unique entity identifier* means the identifier required for SAM registration to uniquely identify business entities.

3. *Entity*, as it is used in this award term, means all of the following, as defined at 2 CFR part 25, subpart C:

- a. A Governmental organization, which is a State, local government, or Indian Tribe;
- b. A foreign public entity;
- c. A domestic or foreign nonprofit organization;
- d. A domestic or foreign for-profit organization; and
- e. A Federal agency, but only as a subrecipient under an award or subaward to a non-Federal entity.

4. *Subaward*:

- a. This term means a legal instrument to provide support for the performance of any portion of the substantive project or program for which you received this award and that you as the recipient award to an eligible subrecipient.
- b. The term does not include your procurement of property and services needed to carry out the project or program (for further explanation, see 2 CFR 200.330).
- c. A subaward may be provided through any legal agreement, including an agreement that you consider a contract.

5. *Subrecipient* means an entity that:

- a. Receives a subaward from you under this award; and
- b. Is accountable to you for the use of the Federal funds provided by the subaward.

XXXV. Animal Welfare Act of 1966

All recipients of financial assistance will comply with the requirements of the Animal Welfare Act, as amended (7 U.S.C. §2131 et seq.), which requires that minimum standards of care and treatment be provided for vertebrate animals bred for commercial sale, used in research, transported commercially, or exhibited to the public. Recipients must establish appropriate policies and procedures for the humane care and use of animals based on the Guide for the Care and Use of Laboratory Animals and comply with the Public Health Service Policy and Government Principles Regarding the Care and Use of Animals.

XXXVI. Protection of Human Subjects

All recipients of financial assistance will comply with the requirements of the Federal regulations at 45 CFR Part 46, which requires that recipients comply with applicable provisions/law for the protection of human subjects for purposes of research. Recipients must also comply with the requirements in DHS Management Directive 026-04, Protection of Human Subjects, prior to implementing any work with human subjects. For purposes of 45 CFR Part 46, research means a systematic investigation, including research, development, testing, and evaluation, designed to develop or contribute to general knowledge. Activities that meet this definition constitute research for purposes of this policy, whether or not they are conducted or supported under a program that is considered research for other purposes. The regulations specify additional protections for research involving human fetuses, pregnant women, and neonates (Subpart B); prisoners (Subpart C); and children (Subpart D). The use of autopsy materials is governed by applicable State and local law and is not directly regulated by 45 CFR Part 46.

XXXVII. Incorporation by Reference of Notice of Funding Opportunity

The Notice of Funding Opportunity for this program is hereby incorporated into your award agreement by reference. By accepting this award, the recipient agrees that all allocations and use of funds under this grant will be in accordance with the requirements contained in the Notice of Funding Opportunity.

XXXVIII. Acceptance of Post Award Changes

In the event FEMA determines that changes are necessary to the award document after an award has been made, including changes to period of performance or terms and conditions, recipients will be notified of the changes in writing. Once notification has been made, any subsequent request for funds will indicate recipient acceptance of the changes to the award. If you have questions about these procedures, please contact the AFG Help Desk at 1-866-274-0960, or send an email to firegrants@dhs.gov.

XXXIX. Prior Approval for Modification of Approved Budget

Before making any change to the DHS/FEMA approved budget for this award, you must request prior written approval from DHS/FEMA where required by 2 C.F.R. § 200.308. For awards with an approved budget greater than \$150,000, you may not transfer funds among direct cost categories, programs, functions, or activities without prior written approval from DHS/FEMA where the cumulative amount of such transfers exceeds or is expected to exceed ten percent (10%) of the total budget DHS/FEMA last approved. You must report any deviations from your DHS/FEMA approved budget in the first Federal Financial Report (SF-425) you submit following any budget deviation, regardless of whether the budget deviation requires prior written approval.

XL. Disposition of Equipment Acquired Under the Federal Award

When original or replacement equipment acquired under this award by the recipient or its sub-recipients is no longer needed for the original project or program or for other activities currently or previously supported by DHS/FEMA, you must request instructions from DHS/FEMA to make proper disposition of the equipment pursuant to 2 C.F.R. § 200.313.

XLI. Environmental Planning and Historic Preservation Screening

FPS-funded activities that involve the installation of equipment (such as permanently mounted LED/electronic signs) not specifically excluded from a FEMA Environmental and Historic Preservation (EHP) Review per the Grant Programs Directorate (GPD) Programmatic Environmental Assessment (PEA); ground-disturbing activities; or modification/renovation of existing buildings or structures must undergo a FEMA EHP Review.

FEMA is required to consider the potential impacts to natural and cultural resources of all projects funded by FEMA grant funds, through its EHP Review process, as mandated by the National Environmental Policy Act; National Historic Preservation Act of 1966, as amended; National Flood Insurance Program regulations; and, any other applicable laws and Executive Orders.

To access the FEMA's Environmental and Historic Preservation (EHP) screening form and instructions go to our Department of Homeland Security/Federal Emergency Management Agency- website at:
<https://www.fema.gov/library/viewRecord.do?id=6906>

In order to initiate EHP review of your project(s), you must complete all relevant sections of this form and submit it to the Grant Programs Directorate (GPD) along with all other pertinent project information. Failure to provide requisite information could result in delays in the release of grant funds.

**FEDERAL EMERGENCY MANAGEMENT AGENCY
OBLIGATING DOCUMENT FOR AWARD/AMENDMENT**

| | | | | |
|--|-----------------------|--------------------------------|----------------------------|---------------------------------|
| 1a. AGREEMENT NO. EMW-2016-FP-00447 | 2. AMENDMENT NO. 0 | 3. RECIPIENT NO. 62-6001445 | 4. TYPE OF ACTION AWARD | 5. CONTROL NO. WX02695N2017T |
|--|-----------------------|--------------------------------|----------------------------|---------------------------------|

| | | |
|---|---|--|
| 6. RECIPIENT NAME AND ADDRESS State of Tennessee, State Fire Marshal's Office 500 James Robertson Parkway Nashville Tennessee, 37243-1204 | 7. ISSUING OFFICE AND ADDRESS Grant Programs Directorate 500 C Street, S.W. Washington DC, 20472 POC: Marie Rosalie Isabel Vega | 8. PAYMENT OFFICE AND ADDRESS FEMA, Financial Services Branch 500 C Street, S.W., Room 723 Washington DC, 20472 |
|---|---|--|

| | | | |
|--|-------------------------|--|-----------------------------|
| 9. NAME OF RECIPIENT PROJECT OFFICER Greg Adams | PHONE NO. 6155325844 | 10. NAME OF PROJECT COORDINATOR Catherine Patterson | PHONE NO. 1-866-274-0960 |
|--|-------------------------|--|-----------------------------|

| | | | |
|--|---------------------------------|--|---|
| 11. EFFECTIVE DATE OF THIS ACTION 04-AUG-17 | 12. METHOD OF PAYMENT SF-270 | 13. ASSISTANCE ARRANGEMENT Cost Sharing | 14. PERFORMANCE PERIOD From:04-AUG-17 To:03-AUG-18 |
|--|---------------------------------|--|---|

Budget Period
From:02-MAY-17 To:30-SEP-17

15. DESCRIPTION OF ACTION

a. (Indicate funding data for awards or financial changes)

| PROGRAM NAME ACRONYM | CFDA NO. | ACCOUNTING DATA (ACCS CODE) XXXX-XXX-XXXXXX-XXXXX- XXXX-XXXX-X | PRIOR TOTAL AWARD | AMOUNT AWARDED THIS ACTION + OR (-) | CURRENT TOTAL AWARD | CUMULATIVE NON- FEDERAL COMMITMENT |
|-------------------------|----------|---|-------------------------|--|------------------------|---|
| FP | 97.044 | 2017-F6-C111-P4310000- 4101-D | \$0.00 | \$266,667.00 | \$266,667.00 | \$13,333.00 |
| TOTALS | | | \$0.00 | \$266,667.00 | \$266,667.00 | \$13,333.00 |

b. To describe changes other than funding data or financial changes, attach schedule and check here.
N/A

16 a. FOR NON-DISASTER PROGRAMS: RECIPIENT IS REQUIRED TO SIGN AND RETURN THREE (3) COPIES OF THIS DOCUMENT TO FEMA (See Block 7 for address)

[Assistance to Firefighters Grant - Fire Prevention and Safety Program recipients are not required to sign and return copies of this document. However, recipients should print and keep a copy of this document for their records.](#)

16b. FOR DISASTER PROGRAMS: RECIPIENT IS NOT REQUIRED TO SIGN

This assistance is subject to terms and conditions attached to this award notice or by incorporated reference in program legislation cited above.

| | |
|--|-------------|
| 17. RECIPIENT SIGNATORY OFFICIAL (Name and Title) N/A | DATE N/A |
|--|-------------|

| | |
|---|-------------------|
| 18. FEMA SIGNATORY OFFICIAL (Name and Title) Marie Rosalie Isabel Vega | DATE 03-AUG-17 |
|---|-------------------|

SF-424B

Assurances for Non-Construction Programs

OMB Number

4040-0007

Expiration Date

06/30/2014

Burden Statement

Status Signed

Date Signed 06/17/2016

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0040), Washington, DC 20503.

NOTE:

Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.

4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.

5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).

6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee- 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.

7. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.

8. Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

9. Will comply, as applicable, with the provisions of the Davis- Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327- 333), regarding labor standards for federally-assisted construction subagreements.

10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.

11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93- 205).

12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.

13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).

14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.

15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.

16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.

17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."

18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.

19. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2)

Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

Applicant's Organization:

Tennessee Fire Service and Code Enforcement Academy

Signing Authority Name:

Roger Hawks

Signature Date:

06/17/2016

Signatory Authority Title:

Roger Hawks, Executive Director

I, **Roger Hawks**, or my designee am hereby providing my signature for this application as of **06/17/2016**

Award Package

U. S. Department of Homeland Security
Washington, D. C. 20472



FEMA

Mr. Roger Hawks
Tennessee Fire Service and Codes Enforcement Academy
2161 Unionville Deason Road
Bell Buckle, Tennessee 37020-4539

Re: Award No. EMW-2015-FZ-00142

Dear Mr. Hawks:

Congratulations, on behalf of the Department of Homeland Security, your application for financial assistance submitted under the Fiscal Year (FY) 2015 Assistance to Firefighters Grant has been approved in the amount of \$204,348.00. As a condition of this award, you are required to contribute a cost match in the amount of \$30,652.00 of non-Federal funds, or 15 percent of the Federal contribution of \$204,348.00.

Before you request and receive any of the Federal funds awarded to you, you must establish acceptance of the award through the Assistance to Firefighters Grant Programs' e-grant system. By accepting this award, you acknowledge that the terms of the following documents are incorporated into the terms of your award:

- Summary Award Memo
- Agreement Articles (attached to this Award Letter)
- Obligating Document (attached to this Award Letter)
- FY 2015 Assistance to Firefighters Grant Notice of Funding Opportunity.

Please make sure you read, understand, and maintain a copy of these documents in your official file for this award.

Prior to requesting Federal funds, all recipients are required to register in the System for Award Management (SAM.gov). As the recipient, you must register and maintain current information in SAM.gov until you submit the final financial report required under this award or receive the final payment, whichever is later. This requires that the recipient review and update the information annually after the initial registration, and more frequently for changes in your information. There is no charge to register in SAM.gov. Your registration must be completed on-line at <https://www.sam.gov/portal/public/SAM/>. It is your entity's responsibility to have a valid DUNS number at the time of registration.

In order to establish acceptance of the award and its terms, please follow these instructions:

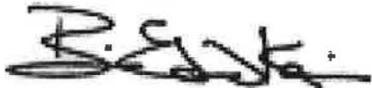
Step 1: Please go to <https://portal.fema.gov> to accept or decline your award. This will take you to the Assistance to Firefighters eGrants system. Enter your User Name and Password as requested on the login screen. Your User Name and Password are the same as those used to complete the application on-line.

Once you are in the system, the Status page will be the first screen you see. On the right side of the Status screen, you will see a column entitled Action. In this column, please select the View Award Package from the drop down menu. Click Go to view your award package and indicate your acceptance or declination of award. PLEASE NOTE: your period of performance has begun. If you wish to accept your grant, you should do so immediately. When you have finished, we recommend printing your award package for your records.

Step 2: If you accept your award, you will see a link on the left side of the screen that says "Update 1199A" in the Action column. Click this link. This link will take you to the SF-1199A, Direct Deposit Sign-up Form. Please complete the SF-1199A on-line if you have not done so already. When you have finished, you must submit

the form electronically. Then, using the Print 1199A Button, print a copy and take it to your bank to have the bottom portion completed. Make sure your application number is on the form. After your bank has filled out their portion of the form, you must fax a copy of the form to FEMA's SF-1199 Processing Staff at 301-998-8699. You should keep the original form in your grant files. After the faxed version of your SF 1199A has been reviewed you will receive an email indicating the form is approved. Once approved you will be able to request payments online. If you have any questions or concerns regarding your 1199A, or the process to request your funds, please call (866) 274-0960.

Sincerely,



Brian E. Kamoie
Assistant Administrator for Grant Programs

Summary Award Memo

**SUMMARY OF ASSISTANCE ACTION
ASSISTANCE TO FIREFIGHTERS GRANT PROGRAM
Application**

INSTRUMENT: GRANT
AGREEMENT NUMBER: EMW-2015-FZ-00142
GRANTEE: Tennessee Fire Service and Codes Enforcement Academy
DUNS NUMBER: 148976413
AMOUNT: \$235,000.00, State Fire Training Academy

Project Description

The purpose of the Assistance to Firefighters Program is to protect the health and safety of the public and firefighting personnel against fire and fire-related hazards.

After careful consideration, FEMA has determined that the recipient's project or projects submitted as part of the recipient's application, and detailed in the project narrative as well as the request details section of the application - including budget information - was consistent with the Assistance to Firefighters Grant program's purpose and worthy of award. The projects approved for funding are indicated by the budget or negotiation comments below. The recipient shall perform the work described in the grant application for the recipient's approved project or projects as itemized in the request details section of the application and further described in the grant application narrative. The content of the approved portions of the application - along with any documents submitted with the recipient's application - are incorporated by reference into the terms of the recipient's award. The recipient may not change or make any material deviations from the approved scope of work outlined in the above referenced sections of the application without prior written approval, via amendment request, from FEMA.

Period of Performance

16-MAY-16 to 15-MAY-17

Amount Awarded

The amount of the award is detailed in the attached Obligating Document for Award. The following are the budgeted estimates for object classes for this grant (including Federal share plus recipient match):

| | |
|------------------|--------------|
| Personnel: | \$0.00 |
| Fringe Benefits | \$0.00 |
| Travel | \$0.00 |
| Equipment | \$235,000.00 |
| Supplies | \$0.00 |
| Contractual | \$0.00 |
| Construction | \$0.00 |
| Other | \$0.00 |
| Indirect Charges | \$0.00 |

| | |
|-------------|--------------|
| State Taxes | \$0.00 |
| Total | \$235,000.00 |

NEGOTIATION COMMENTS IF APPLICABLE (max 8000 characters)

Any questions pertaining to your award package, please contact your GPD Grants Management Specialist:

Chanee Williams

Chanee.Williams@dhs.gov

FEMA Officials

Program Officer: The Program Specialist is responsible for the technical monitoring of the stages of work and technical performance of the activities described in the approved grant application. If you have any programmatic questions regarding your grant, please call the AFG Help Desk at 866-274-0960 to be directed to a program specialist.

Grants Assistance Officer: The Assistance Officer is the Federal official responsible for negotiating, administering, and executing all grant business matters. The Officer conducts the final business review of all grant awards and permits the obligation of federal funds. If you have any questions regarding your grant please call ASK-GMD at 866-927-5646 to be directed to a Grants Management Specialist.

Grants Operations POC: The Grants Management Specialist shall be contacted to address all financial and administrative grant business matters for this grant award. If you have any questions regarding your grant please call ASK-GMD at 866-927-5646 to be directed to a specialist.

ADDITIONAL REQUIREMENTS (IF APPLICABLE) (max 8000 characters)

Agreement Articles



FEMA

U.S. Department of Homeland Security
Washington, D.C. 20472

AGREEMENT ARTICLES

ASSISTANCE TO FIREFIGHTERS GRANT PROGRAM - State Fire Training Academy

GRANTEE: Tennessee Fire Service and Codes Enforcement Academy

PROGRAM: State Fire Training Academy

AGREEMENT NUMBER: EMW-2015-FZ-00142

AMENDMENT NUMBER:

TABLE OF CONTENTS

| | |
|---------------|--|
| Article I | Assurances, Administrative Requirements and Cost Principles |
| Article II | Acknowledgement of Federal Funding from DHS |
| Article III | Activities Conducted Abroad |
| Article IV | Age Discrimination Act of 1975 |
| Article V | Americans with Disabilities Act of 1990 |
| Article VI | Best Practices for Collection and Use of Personally Identifiable Information (PII) |
| Article VII | Title VI of the Civil Rights Act of 1964 |
| Article VIII | Civil Right Act of 1968 |
| Article IX | Copyright |
| Article X | Debarment and Suspension |
| Article XI | Drug-Free Workplace Regulations |
| Article XII | Duplication of Benefits |
| Article XIII | Energy Policy and Conservation Act |
| Article XIV | Reporting Subawards and Executive Compensation |
| Article XV | False Claims Act and Program Fraud Civil Remedies |
| Article XVI | Federal Debt Status |
| Article XVII | Fly America Act of 1974 |
| Article XVIII | Hotel and Motel Safety Act of 1990 |
| Article XIX | Limited English Proficiency (Civil Rights Act of 1964, Title VI) |
| Article XX | Lobbying Prohibitions |

| | |
|-----------------|---|
| Article XXI | Non-supplanting Requirement |
| Article XXII | Patents and Intellectual Property Rights |
| Article XXIII | Procurement of Recovered Materials |
| Article XXIV | Contract Provisions for Non-federal Entity Contracts under Federal Awards |
| Article XXV | SAFECOM |
| Article XXVI | Terrorist Financing E.O. 13224 |
| Article XXVII | Title IX of the Education Amendments of 1972 (Equal Opportunity in Education Act) |
| Article XXVII | Trafficking Victims Protection Act of 2000 |
| Article XXIX | Rehabilitation Act of 1973 |
| Article XXX | USA Patriot Act of 2001 |
| Article XXXI | Use of DHS Seal, Logo and Flags |
| Article XXXII | Whistleblower Protection Act |
| Article XXXIII | DHS Specific Acknowledgements and Assurances |
| Article XXXIV | System of Award Management and Universal Identifier Requirements |
| Article XXXV | Animal Welfare Act of 1966 |
| Article XXXVI | Protection of Human Subjects |
| Article XXXVII | Incorporation by Reference of Notice of Funding Opportunity |
| Article XXXVIII | Acceptance of Post Award Changes |
| Article XXXIX | Prior Approval for Modification of Approved Budget |
| Article XL | Disposition of Equipment Acquired Under the Federal Award |
| Article XLI | Environmental Planning and Historic Preservation Screening |

I. **Assurances, Administrative Requirements and Cost Principles**

Recipients of DHS federal financial assistance must complete OMB Standard Form 424B Assurances - Non-Construction Programs. Certain assurances in this document may not be applicable to your program, and the awarding agency may require applicants to certify additional assurances. Please contact the program awarding office if you have any questions.

The administrative requirements and cost principles that apply to DHS award recipients originate from:

2 C.F.R. Part 200, Uniform Administrative Requirement, Cost Principles, and Audit Requirements for Federal Awards, as adopted by DHS at 2 C.F.R. Part 3002.

II. **Acknowledgement of Federal Funding from DHS**

All recipients must acknowledge their use of federal funding when issuing statements, press releases, requests for proposals, bid invitations, and other documents describing projects or programs funded in whole or in part with Federal funds.

III. Activities Conducted Abroad

All recipients must ensure that project activities carried on outside the United States are coordinated as necessary with appropriate government authorities and that appropriate licenses, permits, or approvals are obtained.

IV. Age Discrimination Act of 1975

All recipients must comply with the requirements of the *Age Discrimination Act of 1975* (42 U.S.C. § 6101 *et seq.*), which prohibits discrimination on the basis of age in any program or activity receiving Federal financial assistance.

V. Americans with Disabilities Act of 1990

All recipients must comply with the requirements of Titles I, II, and III of the *Americans with Disabilities Act*, which prohibits recipients from discriminating on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. §§ 12101-12213).

VI. Best Practices for Collection and Use of Personally Identifiable Information (PII)

All recipients who collect PII are required to have a publically-available privacy policy that describes what PII they collect, how they use the PII, whether they share PII with third parties, and how individuals may have their PII corrected where appropriate.

Award recipients may also find as a useful resource the DHS Privacy Impact Assessments: [Privacy Guidance](#) and [Privacy template](#) respectively.

VII. Title VI of the Civil Rights Act of 1964

All recipients must comply with the requirements of Title VI of the *Civil Rights Act of 1964* (42 U.S.C. § 2000d *et seq.*), which provides that no person in the United States will, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance. Implementing regulations for the Act are found at [6 C.F.R. Part 21](#) and [44 C.F.R. Part 7](#).

VIII. Civil Rights Act of 1968

All recipients must comply with [Title VIII of the Civil Rights Act of 1968](#), which prohibits recipients from discriminating in the sale, rental, financing, and advertising of dwellings, or in the provision of services in connection therewith, on the basis of race, color, national origin, religion, disability, familial status, and sex (42 U.S.C. § 3601 *et seq.*), as implemented by the Department of Housing and Urban Development at [24 C.F.R. Part 100](#). The prohibition on disability discrimination includes the requirement that new multifamily housing with four or more dwelling units-i.e., the public and common use areas and individual apartment units (all units in buildings with elevators and ground-floor units in buildings without elevators)-be designed and constructed with certain accessible features (see [24 C.F.R. § 100.201](#)).

IX. Copyright

All recipients must affix the applicable copyright notices of [17 U.S.C. §§ 401 or 402](#) and an acknowledgement of Government sponsorship (including award number) to any work first produced under Federal financial assistance awards, unless the

work includes any information that is otherwise controlled by the Government (e.g., classified information or other information subject to national security or export control laws or regulations).

X. Debarment and Suspension

All recipients must comply with Executive Orders 12549 and 12689, which provide protection against waste, fraud and abuse by debarring or suspending those persons deemed irresponsible in their dealings with the Federal government.

XI. Drug-Free Workplace Regulations

All recipients must comply with the *Drug-Free Workplace Act of 1988* (41 U.S.C. § 701 et seq.), which requires that all organizations receiving grants from any Federal agency agree to maintain a drug-free workplace. DHS has adopted the Act's implementing regulations at 2 C.F.R Part 3001.

XII. Duplication of Benefits

Any cost allocable to a particular Federal award provided for in 2 C.F.R. Part 200, Subpart E may not be charged to other Federal awards to overcome fund deficiencies, to avoid restrictions imposed by Federal statutes, regulations, or terms and conditions of the Federal awards, or for other reasons. However, this prohibition would not preclude the non-Federal entity from shifting costs that are allowable under two or more Federal awards in accordance with existing Federal statutes, regulations, or the terms and conditions of the Federal awards.

XIII. Energy Policy and Conservation Act

All recipients must comply with the requirements of 42 U.S.C. § 6201 which contain policies relating to energy efficiency that are defined in the state energy conservation plan issues in compliance with this Act.

XIV. Reporting Subawards and Executive Compensation

a. Reporting of first-tier subawards.

1. *Applicability.* Unless you are exempt as provided in paragraph d. of this award term, you must report each action that obligates \$25,000 or more in Federal funds that does not include Recovery funds (as defined in section 1512(a)(2) of the American Recovery and Reinvestment Act of 2009, Pub. L. 111-5) for a subaward to an entity (see definitions in paragraph e. of this award term).

2. *Where and when to report.*

i. You must report each obligating action described in paragraph a.1. of this award term to <http://www.fsr.gov>.

ii. For subaward information, report no later than the end of the month following the month in which the obligation was made. (For

example, if the obligation was made on November 7, 2010, the obligation must be reported by no later than December 31, 2010.)

3. *What to report.* You must report the information about each obligating action that the submission instructions posted at <http://www.fsrs.gov> specify.

b. Reporting Total Compensation of Recipient Executives.

1. *Applicability and what to report.* You must report total compensation for each of your five most highly compensated executives for the preceding completed fiscal year, if-

i. the total Federal funding authorized to date under this award is \$25,000 or more;

ii. in the preceding fiscal year, you received-

(A) 80 percent or more of your annual gross revenues from Federal procurement contracts (and subcontracts) and Federal financial assistance subject to the Transparency Act, as defined at 2 CFR 170.320 (and subawards); and

(B) \$25,000,000 or more in annual gross revenues from Federal procurement contracts (and subcontracts) and Federal financial assistance subject to the Transparency Act, as defined at 2 CFR 170.320 (and subawards); and

iii. The public does not have access to information about the compensation of the executives through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986. (To determine if the public has access to the compensation information, see the U.S. Security and Exchange Commission total compensation filings at <http://www.sec.gov/answers/execomp.htm>.)

2. *Where and when to report.* You must report executive total compensation described in paragraph b.1. of this award term:

i. As part of your registration profile at <https://www.sam.gov>.

ii. By the end of the month following the month in which this award is made, and annually thereafter.

c. Reporting of Total Compensation of Subrecipient Executives.

1. *Applicability and what to report.* Unless you are exempt as provided in paragraph d. of this award term, for each first-tier subrecipient under this award, you shall report the names and total compensation of each of the subrecipient's five most highly compensated executives for the subrecipient's preceding completed fiscal year, if-

i. in the subrecipient's preceding fiscal year, the subrecipient received-

(A) 80 percent or more of its annual gross revenues from Federal procurement contracts (and subcontracts) and Federal financial assistance subject to the Transparency Act, as defined at 2 CFR 170.320 (and subawards); and

(B) \$25,000,000 or more in annual gross revenues from Federal procurement contracts (and subcontracts), and Federal financial assistance subject to the Transparency Act (and subawards); and

ii. The public does not have access to information about the compensation of the executives through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986. (To determine if the public has access to the compensation information, see the U.S. Security and Exchange Commission total compensation filings at <http://www.sec.gov/answers/execomp.htm>.)

2. *Where and when to report.* You must report subrecipient executive total compensation described in paragraph c.1. of this award term:

i. To the recipient.

ii. By the end of the month following the month during which you make the subaward. For example, if a subaward is obligated on any date during the month of October of a given year (*i.e.*, between October 1 and 31), you must report any required compensation information of the subrecipient by November 30 of that year.

d. Exemptions

If, in the previous tax year, you had gross income, from all sources, under \$300,000, you are exempt from the requirements to report:

i. Subawards,

and

ii. The total compensation of the five most highly compensated executives of any subrecipient.

e. Definitions. For purposes of this award term:

1. *Entity* means all of the following, as defined in 2 CFR part 25:

i. A Governmental organization, which is a State, local government, or Indian tribe;

- ii. A foreign public entity;
- iii. A domestic or foreign nonprofit organization;
- iv. A domestic or foreign for-profit organization;
- v. A Federal agency, but only as a subrecipient under an award or subaward to a non-Federal entity.

2. *Executive* means officers, managing partners, or any other employees in management positions.

3. *Subaward*:

i. This term means a legal instrument to provide support for the performance of any portion of the substantive project or program for which you received this award and that you as the recipient award to an eligible subrecipient.

ii. The term does not include your procurement of property and services needed to carry out the project or program (for further explanation; see Sec. ___ .210 of the attachment to OMB Circular A-133, "Audits of States, Local Governments, and Non-Profit Organizations").

iii. A subaward may be provided through any legal agreement, including an agreement that you or a subrecipient considers a contract.

4. *Subrecipient* means an entity that:

i. Receives a subaward from you (the recipient) under this award; and

ii. Is accountable to you for the use of the Federal funds provided by the subaward.

5. *Total compensation* means the cash and noncash dollar value earned by the executive during the recipient's or subrecipient's preceding fiscal year and includes the following (for more information see 17 CFR 229.402(c)(2)):

i. *Salary and bonus*.

ii. *Awards of stock, stock options, and stock appreciation rights*. Use the dollar amount recognized for financial statement reporting purposes with respect to the fiscal year in accordance with the Statement of Financial Accounting Standards No. 123 (Revised 2004) (FAS 123R), Shared Based Payments.

iii. *Earnings for services under non-equity incentive plans*. This does not include group life, health, hospitalization or medical

reimbursement plans that do not discriminate in favor of executives, and are available generally to all salaried employees.

iv. *Change in pension value.* This is the change in present value of defined benefit and actuarial pension plans.

v. *Above-market earnings on deferred compensation which is not tax-qualified.*

vi. Other compensation, if the aggregate value of all such other compensation (e.g. severance, termination payments, value of life insurance paid on behalf of the employee, perquisites or property) for the executive exceeds \$10,000.

XV. False Claims Act and Program Fraud Civil Remedies

All recipients must comply with the requirements of 31 U.S.C. §3729 which set forth that no recipient of federal payments shall submit a false claim for payment. See also 38 U.S.C. § 3801-3812 which details the administrative remedies for false claims and statements made.

XVI. Federal Debt Status

All recipients are required to be non-delinquent in their repayment of any Federal debt. Examples of relevant debt include delinquent payroll and other taxes, audit disallowances, and benefit overpayments. See OMB Circular A-129 and form SF-424B, item number 17 for additional information and guidance.

XVII. Fly America Act of 1974

All recipients must comply with Preference for U.S. Flag Air Carriers: (air carriers holding certificates under 49 U.S.C. § 41102) for international air transportation of people and property to the extent that such service is available, in accordance with the *International Air Transportation Fair Competitive Practices Act of 1974* (49 U.S.C. § 40118) and the interpretative guidelines issued by the Comptroller General of the United States in the March 31, 1981, amendment to Comptroller General Decision B-138942.

XVIII. Hotel and Motel Fire Safety Act of 1990

In accordance with Section 6 of the *Hotel and Motel Fire Safety Act of 1990*, 15 U.S.C. §2225a, all recipients must ensure that all conference, meeting, convention, or training space funded in whole or in part with Federal funds complies with the fire prevention and control guidelines of the *Federal Fire Prevention and Control Act of 1974*, as amended, 15 U.S.C. §2225.

XIX. Limited English Proficiency (Civil Rights Act of 1964, Title VI)

All recipients must comply with the *Title VI of the Civil Rights Act of 1964* (Title VI) prohibition against discrimination on the basis of national origin, which requires that recipients of federal financial assistance take reasonable steps to provide meaningful access to persons with limited English proficiency (LEP) to their programs and services. Providing meaningful access for persons with LEP may entail providing language assistance services, including oral interpretation and written translation. In order to facilitate compliance with Title VI, recipients

are encouraged to consider the need for language services for LEP persons served or encountered in developing program budgets. Executive Order 13166, *Improving Access to Services for Persons with Limited English Proficiency* (August 11, 2000), requires federal agencies to issue guidance to recipients, assisting such organizations and entities in understanding their language access obligations. DHS published the required recipient guidance in April 2011, *DHS Guidance to Federal Financial Assistance Recipients Regarding Title VI Prohibition Against National Origin Discrimination Affecting Limited English Proficient Persons*, 76 Fed. Reg. 21755-21768, (April 18, 2011). The Guidance provides helpful information such as how a recipient can determine the extent of its obligation to provide language services; selecting language services; and elements of an effective plan on language assistance for LEP persons. For additional assistance and information regarding language access obligations, please refer to the DHS Recipient Guidance <https://www.dhs.gov/guidance-published-help-department-supported-organizations-provide-meaningful-access-people-limited> and additional resources on <http://www.lep.gov>.

XX. Lobbying Prohibitions

All recipients must comply with 31 U.S.C. §1352, which provides that none of the funds provided under an award may be expended by the recipient to pay any person to influence, or attempt to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with any Federal action concerning the award or renewal.

XXI. Non-supplanting Requirement

All recipients who receive awards made under programs that prohibit supplanting by law must ensure that Federal funds do not replace (supplant) funds that have been budgeted for the same purpose through non-Federal sources. Where federal statutes for a particular program prohibits supplanting, applicants or recipients may be required to demonstrate and document that a reduction in non-Federal resources occurred for reasons other than the receipt of expected receipt of Federal funds.

XXII. Patents and Intellectual Property Rights

Unless otherwise provided by law, recipients are subject to the Bayh-Dole Act, Pub. L. No. 96-517, as amended, and codified in 35 U.S.C. § 200 et seq. All recipients are subject to the specific requirements governing the development, reporting, and disposition of rights to inventions and patents resulting from financial assistance awards are in 37 C.F.R. Part 401 and the standard patent rights clause in 37 C.F.R. § 401.14.

XXIII. Procurement of Recovered Materials

All recipients must comply with section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 C.F.R. Part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the

item exceeds \$10,000 or the value of the quantity acquired by the preceding fiscal year exceeded \$10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.

XXIV. Contract Provisions for Non-federal Entity Contracts under Federal Awards

a. Contracts for more than the simplified acquisition threshold set at \$150,000.

All recipients who have contracts exceeding the acquisition threshold currently set at \$150,000, which is the inflation adjusted amount determined by Civilian Agency Acquisition Council and the Defense Acquisition Regulation Council as authorized by 41 U.S.C. §1908, must address administrative, contractual, or legal remedies in instance where contractors violate or breach contract terms and provide for such sanctions and penalties as appropriate.

b. Contracts in excess of \$10,000.

All recipients that have contracts exceeding \$10,000 must address termination for cause and for convenience by the non-Federal entity including the manner by which it will be effected and the basis for settlement.

XXV. SAFECOM

All recipients who receive awards made under programs that provide emergency communication equipment and its related activities must comply with the SAFECOM Guidance for Emergency Communication Grants, including provisions on technical standards that ensure and enhance interoperable communications.

XXVI. Terrorist Financing E.O. 13224

All recipients must comply with U.S. Executive Order 13224 and U.S. law that prohibit transactions with, and the provisions of resources and support to, individuals and organizations associated with terrorism. It is the legal responsibility of recipients to ensure compliance with the E.O. and laws.

XXVII. Title IX of the Education Amendments of 1972 (Equal Opportunity in Education Act)

All recipients must comply with the requirements of Title IX of the Education Amendments of 1972 (20 U.S.C. § 1681 et seq.), which provides that no person in the United States will, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any educational program or activity

receiving Federal financial assistance. Implementing regulations are codified at 6 C.F.R. Part 17 and 44 C.F.R. Part 19

XXVIII. Trafficking Victims Protection Act of 2000

All recipients must comply with the requirements of the government-wide award term which implements Section 106(g) of the *Trafficking Victims Protection Act (TVPA) of 2000*, as amended (22 U.S.C. § 7104). This is implemented in accordance with OMB Interim Final Guidance, *Federal Register*, Volume 72, No. 218, November 13, 2007. Full text of the award term is located at 2 CFR § 175.15.

XXIX. Rehabilitation Act of 1973

All recipients of must comply with the requirements of Section 504 of the *Rehabilitation Act of 1973*, 29 U.S.C. § 794, as amended, which provides that no otherwise qualified handicapped individual in the United States will, solely by reason of the handicap, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance. These requirements pertain to the provision of benefits or services as well as to employment.

XXX. USA Patriot Act of 2001

All recipients must comply with requirements of the *Uniting and Strengthening America by Providing Appropriate Tools Required to Intercept and Obstruct Terrorism Act (USA PATRIOT Act)*, which amends 18 U.S.C. §§ 175-175c. Among other things, the USA PATRIOT Act prescribes criminal penalties for possession of any biological agent, toxin, or delivery system of a type or in a quantity that is not reasonably justified by a prophylactic, protective, bona fide research, or other peaceful purpose.

XXXI. Use of DHS Seal, Logo and Flags

All recipients must obtain DHS's approval prior to using the DHS seal(s), logos, crests or reproductions of flags or likenesses of DHS agency officials, including use of the United States Coast Guard seal, logo, crests or reproductions of flags or likenesses of Coast Guard officials.

XXXII. Whistleblower Protection Act

All recipients must comply with the statutory requirements for whistleblower protections (if applicable) at 10 U.S.C § 2409, 41 U.S.C. § 4712, and 10 U.S.C. § 2324, 41 U.S.C. §§ 4304 and 4310.

XXXIII. DHS Specific Acknowledgements and Assurances

All recipients must acknowledge and agree-and require any sub-recipients, contractors, successors, transferees, and assignees acknowledge and agree-to comply with applicable provisions

governing DHS access to records, accounts, documents, information, facilities, and staff.

1. Recipients must cooperate with any compliance review or complaint investigation conducted by DHS.
2. Recipients must give DHS access to and the right to examine and copy records, accounts, and other documents and sources of information related to the grant and permit access to facilities, personnel, and other individuals and information as may be necessary, as required by DHS regulations and other applicable laws or program guidance.
3. Recipients must submit timely, complete, and accurate reports to the appropriate DHS officials and maintain appropriate backup documentation to support the reports.
4. Recipients must comply with all other special reporting, data collection, and evaluation requirements, as prescribed by law or detailed in program guidance.
5. If, during the past three years, the recipient has been accused of discrimination on the grounds of race, color, national origin (including limited English proficiency), sex, age, disability, religion, or familial status, the recipient must provide a list of all such proceedings, pending or completed, including outcome and copies of settlement agreements to the DHS awarding office and the DHS Office of Civil Rights and Civil Liberties.
6. In the event any court or administrative agency makes a finding of discrimination on grounds of race, color, national origin (including limited English proficiency), sex, age, disability, religion, or familial status against the recipient, or the recipient settles a case or matter alleging such discrimination, recipients must forward a copy of the complaint and findings to the DHS Component and/or awarding office.

The United States has the right to seek judicial enforcement of these obligations.

XXXIV. System of Award Management and Universal Identifier Requirements

A. Requirement for System of Award Management

Unless exempted from this requirement under 2 CFR 25.110, you as the recipient must maintain the currency of your information in the SAM until you submit the final financial report required under this award or receive the final payment, whichever is later. This requires that you review and update the information at least annually after the initial registration, and more frequently if required by changes in your information or another award term.

B. Requirement for unique entity identifier

If authorized to make subawards under this award, you:

1. Must notify potential subrecipients that no entity (see definition in paragraph C of this award term) may receive a subaward from you unless the entity has provided its unique entity identifier to you.
2. May not make a subaward to an entity unless the entity has provided its unique entity identifier to you.

C. Definitions

For purposes of this award term:

1. *System of Award Management (SAM)* means the Federal repository into which an entity must provide information required for the conduct of business as a recipient. Additional information about registration procedures may be found at the SAM Internet site (currently at <http://www.sam.gov>).
2. *Unique entity identifier* means the identifier required for SAM registration to uniquely identify business entities.
3. *Entity*, as it is used in this award term, means all of the following, as defined at 2 CFR part 25, subpart C:
 - a. A Governmental organization, which is a State, local government, or Indian Tribe;
 - b. A foreign public entity;
 - c. A domestic or foreign nonprofit organization;
 - d. A domestic or foreign for-profit organization; and
 - e. A Federal agency, but only as a subrecipient under an award or subaward to a non-Federal entity.
4. *Subaward*:
 - a. This term means a legal instrument to provide support for the performance of any portion of the substantive project or program for which you received this award and that you as the recipient award to an eligible subrecipient.
 - b. The term does not include your procurement of property and services needed to carry out the project or program (for further explanation, see 2 CFR 200.330).
 - c. A subaward may be provided through any legal agreement, including an agreement that you consider a contract.

5. *Subrecipient* means an entity that:

- a. Receives a subaward from you under this award; and
- b. Is accountable to you for the use of the Federal funds provided by the subaward.

XXXV. Animal Welfare Act of 1966

All recipients of financial assistance will comply with the requirements of the Animal Welfare Act, as amended (7 U.S.C. §2131 et seq.), which requires that minimum standards of care and treatment be provided for vertebrate animals bred for commercial sale, used in research, transported commercially, or exhibited to the public. Recipients must establish appropriate policies and procedures for the humane care and use of animals based on the Guide for the Care and Use of Laboratory Animals and comply with the Public Health Service Policy and Government Principles Regarding the Care and Use of Animals.

XXXVI. Protection of Human Subjects

All recipients of financial assistance will comply with the requirements of the Federal regulations at 45 CFR Part 46, which requires that recipients comply with applicable provisions/law for the protection of human subjects for purposes of research. Recipients must also comply with the requirements in DHS Management Directive 026-04, Protection of Human Subjects, prior to implementing any work with human subjects. For purposes of 45 CFR Part 46, research means a systematic investigation, including research, development, testing, and evaluation, designed to develop or contribute to general knowledge. Activities that meet this definition constitute research for purposes of this policy, whether or not they are conducted or supported under a program that is considered research for other purposes. The regulations specify additional protections for research involving human fetuses, pregnant women, and neonates (Subpart B); prisoners (Subpart C); and children (Subpart D). The use of autopsy materials is governed by applicable State and local law and is not directly regulated by 45 CFR Part 46.

XXXVII. Incorporation by Reference of Notice of Funding Opportunity

The Notice of Funding Opportunity for this program is hereby incorporated into your award agreement by reference. By accepting this award, the recipient agrees that all allocations and use of funds under this grant will be in accordance with the requirements contained in the Notice of Funding Opportunity.

XXXVIII. Acceptance of Post Award Changes

In the event FEMA determines that changes are necessary to the award document after an award has been made, including changes to period of performance or terms and conditions, recipients will be notified of the changes in writing. Once notification has been made, any subsequent request for funds will indicate recipient acceptance of the changes to the award. If you have questions about these

procedures, please contact the AFG Help Desk at 1-866-274-0960, or send an email to firegrants@dhs.gov.

XXXIX. Prior Approval for Modification of Approved Budget

Before making any change to the DHS/FEMA approved budget for this award, you must request prior written approval from DHS/FEMA where required by 2 C.F.R. § 200.308. For awards with an approved budget greater than \$150,000, you may not transfer funds among direct cost categories, programs, functions, or activities without prior written approval from DHS/FEMA where the cumulative amount of such transfers exceeds or is expected to exceed ten percent (10%) of the total budget DHS/FEMA last approved. You must report any deviations from your DHS/FEMA approved budget in the first Federal Financial Report (SF-425) you submit following any budget deviation, regardless of whether the budget deviation requires prior written approval.

XL. Disposition of Equipment Acquired Under the Federal Award

When original or replacement equipment acquired under this award by the recipient or its sub-recipients is no longer needed for the original project or program or for other activities currently or previously supported by DHS/FEMA, you must request instructions from DHS/FEMA to make proper disposition of the equipment pursuant to 2 C.F.R. § 200.313.

XLI. Environmental Planning and Historic Preservation Screening

AFG funded activities (Modification to Facility or Equipment) that may require an EHP review, involving the installation or requiring renovations to facilities, including but not limited to air compressor/fill station/cascade system (Fixed) for filling SCBA, air improvement systems, alarm systems, antennas, gear dryer, generators (fixed), permanently mounted signs, renovations to facilities, sprinklers, vehicle exhaust systems (fixed) or washer/extractors are subject to FEMA's Environmental Planning and Historic Preservation (EHP) review process.

FEMA is required to consider the potential impacts to natural and cultural resources of all projects funded by FEMA grant funds, through its EHP Review process, as mandated by the National Environmental Policy Act; National Historic Preservation Act of 1966, as amended; National Flood Insurance Program regulations; and, any other applicable laws and Executive Orders.

To access the FEMA's Environmental and Historic Preservation (EHP) screening form and instructions go to our Department of Homeland Security/Federal Emergency Management Agency-website at: <https://www.fema.gov/library/viewRecord.do?id=6906>

In order to initiate EHP review of your project(s), you must complete all relevant sections of this form and submit it to the Grant Programs Directorate (GPD) along with all other pertinent project information. Failure to provide requisite information could result in delays in the release of grant funds.

**FEDERAL EMERGENCY MANAGEMENT AGENCY
OBLIGATING DOCUMENT FOR AWARD/AMENDMENT**

1a. AGREEMENT NO. EMW-2015-FZ-00142
 2. AMENDMENT NO. 0
 3. RECIPIENT NO. 62-6001445
 4. TYPE OF ACTION AWARD
 5. CONTROL NO. WX02311N2016T

6. RECIPIENT NAME AND ADDRESS
 Tennessee Fire Service and Codes Enforcement Academy
 500 James Robertson Parkway
 Nashville
 Tennessee, 37243-1162

7. ISSUING OFFICE AND ADDRESS
 Grant Programs Directorate
 500 C Street, S.W.
 Washington DC, 20528-7000
 POC: Rosalie Vega

8. PAYMENT OFFICE AND ADDRESS
 FEMA, Financial Services Branch
 500 C Street, S.W., Room 723
 Washington DC, 20472

9. NAME OF RECIPIENT PROJECT OFFICER
 Roger Hawks
 PHONE NO. 9312944111

10. NAME OF PROJECT COORDINATOR
 Catherine Patterson
 PHONE NO. 1-866-274-0960

11. EFFECTIVE DATE OF THIS ACTION
 16-MAY-16

12. METHOD OF PAYMENT
 SF-270

13. ASSISTANCE ARRANGEMENT
 Cost Sharing

14. PERFORMANCE PERIOD
 From:16-MAY-16 To:15-MAY-17
 Budget Period
 From:01-OCT-15 To:30-SEP-16

15. DESCRIPTION OF ACTION

a. (Indicate funding data for awards or financial changes)

| PROGRAM NAME ACRONYM | CFDA NO. | ACCOUNTING DATA (ACCS CODE) XXXX-XXX-XXXXXX-XXXX-XXXX-XXXX-X | PRIOR TOTAL AWARD | AMOUNT AWARDED THIS ACTION + OR (-) | CURRENT TOTAL AWARD | CUMULATIVE NON-FEDERAL COMMITMENT |
|----------------------|----------|---|-------------------|--|---------------------|-----------------------------------|
| AFG | 97.044 | 2016-F5-C111-P4310000-4101-D | \$0.00 | \$204,348.00 | \$204,348.00 | \$30,652.00 |
| TOTALS | | | \$0.00 | \$204,348.00 | \$204,348.00 | \$30,652.00 |

b. To describe changes other than funding data or financial changes, attach schedule and check here.
 N/A

16a. FOR NON-DISASTER PROGRAMS: RECIPIENT IS REQUIRED TO SIGN AND RETURN THREE (3) COPIES OF THIS DOCUMENT TO FEMA (See Block 7 for address)

Assistance to Firefighters Grant recipients are not required to sign and return copies of this document. However, recipients should print and keep a copy of this document for their records.

16b. FOR DISASTER PROGRAMS: RECIPIENT IS NOT REQUIRED TO SIGN

This assistance is subject to terms and conditions attached to this award notice or by incorporated reference in program legislation cited above.

17. RECIPIENT SIGNATORY OFFICIAL (Name and Title)
 N/A

DATE
 N/A

18. FEMA SIGNATORY OFFICIAL (Name and Title)
 Rosalie Vega

DATE
 29-APR-16

[Go Back](#)

Award Package

U.S. Department of Homeland Security
Washington, D.C. 20472



FEMA

Ms. Cheryle Hunt
State of Tennessee, State Fire Marshal's Office
500 James Robertson Parkway
Nashville, Tennessee 37243-1162

Re: Award No.EMW-2016-FZ-00172

Dear Ms. Hunt:

Congratulations, on behalf of the Department of Homeland Security, your application for financial assistance submitted under the Fiscal Year (FY) 2016 Assistance to Firefighters Grant has been approved in the amount of \$191,305.00. As a condition of this award, you are required to contribute a cost match in the amount of \$28,695.00 of non-Federal funds, or 15 percent of the Federal contribution of \$191,305.00.

Before you request and receive any of the Federal funds awarded to you, you must establish acceptance of the award through the Assistance to Firefighters Grant Programs' e-grant system. By accepting this award, you acknowledge that the terms of the following documents are incorporated into the terms of your award:

- Summary Award Memo
- Agreement Articles (attached to this Award Letter)
- Obligating Document (attached to this Award Letter)
- FY 2016 Assistance to Firefighters Grant Notice of Funding Opportunity.

Please make sure you read, understand, and maintain a copy of these documents in your official file for this award.

Prior to requesting Federal funds, all recipients are required to register in the System for Award Management (SAM.gov). As the recipient, you must register and maintain current information in SAM.gov until you submit the final financial report required under this award or receive the final payment, whichever is later. This requires that the recipient review and update the information annually after the initial registration, and more frequently for changes in your information. There is no charge to register in SAM.gov. Your registration must be completed on-line at <https://www.sam.gov/portal/public/SAM/>. It is your entity's responsibility to have a valid DUNS number at the time of registration.

In order to establish acceptance of the award and its terms, please follow these instructions:

Step 1: Please go to <https://portal.fema.gov> to accept or decline your award. This will take you to the Assistance to Firefighters eGrants system. Enter your User Name and Password as requested on the login screen. Your User Name and Password are the same as those used to complete the application on-line.

Once you are in the system, the Status page will be the first screen you see. On the right side of the Status screen, you will see a column entitled Action. In this column, please select the View Award Package from the drop down menu. Click Go to view your award package and indicate your acceptance or declination of award. PLEASE NOTE: your period of performance has begun. If you wish to accept your grant, you should do so immediately. When you have finished, we recommend printing your award package for your records.

Step 2: If you accept your award, you will see a link on the left side of the screen that says "Update 1199A" in the Action column. Click this link. This link will take you to the SF-1199A, Direct Deposit Sign-up Form. Please complete the SF-1199A on-line if you have not done so already. When you have finished, you must submit

the form electronically. Then, using the Print 1199A Button, print a copy and take it to your bank to have the bottom portion completed. Make sure your application number is on the form. After your bank has filled out their portion of the form, you must fax a copy of the form to FEMA's SF-1199 Processing Staff at 540-504-2883. You should keep the original form in your grant files. After the faxed version of your SF 1199A has been reviewed you will receive an email indicating the form is approved. Once approved you will be able to request payments online. If you have any questions or concerns regarding your 1199A, or the process to request your funds, please call (866) 274-0960.

Sincerely,

A handwritten signature in black ink, appearing to read "Bridget Bean", with a long horizontal flourish extending to the right.

Bridget Bean

Acting Assistant Administrator for Grant Programs

Summary Award Memo

**SUMMARY OF ASSISTANCE ACTION
ASSISTANCE TO FIREFIGHTERS GRANT PROGRAM
Application**

INSTRUMENT: GRANT
AGREEMENT NUMBER: EMW-2016-FZ-00172
GRANTEE: State of Tennessee, State Fire Marshal's Office
DUNS NUMBER: 148976413
AMOUNT: \$220,000.00, State Fire Training Academy

Project Description

The purpose of the Assistance to Firefighters Program is to protect the health and safety of the public and firefighting personnel against fire and fire-related hazards.

After careful consideration, FEMA has determined that the recipient's project or projects submitted as part of the recipient's application, and detailed in the project narrative as well as the request details section of the application - including budget information - was consistent with the Assistance to Firefighters Grant program's purpose and worthy of award. The projects approved for funding are indicated by the budget or negotiation comments below. The recipient shall perform the work described in the grant application for the recipient's approved project or projects as itemized in the request details section of the application and further described in the grant application narrative. The content of the approved portions of the application - along with any documents submitted with the recipient's application - are incorporated by reference into the terms of the recipient's award. The recipient may not change or make any material deviations from the approved scope of work outlined in the above referenced sections of the application without prior written approval, via amendment request, from FEMA.

Period of Performance

07-APR-17 to 06-APR-18

Amount Awarded

The amount of the award is detailed in the attached Obligating Document for Award. The following are the budgeted estimates for object classes for this grant (including Federal share plus recipient match):

| | |
|------------------|--------------|
| Personnel: | \$0.00 |
| Fringe Benefits | \$0.00 |
| Travel | \$0.00 |
| Equipment | \$220,000.00 |
| Supplies | \$0.00 |
| Contractual | \$0.00 |
| Construction | \$0.00 |
| Other | \$0.00 |
| Indirect Charges | \$0.00 |

| | |
|-------------|--------------|
| State Taxes | \$0.00 |
| Total | \$220,000.00 |

NEGOTIATION COMMENTS IF APPLICABLE (max 8000 characters)

Any questions pertaining to your award package, please contact your GPD Grants Management Specialist: Chanee Williams chanee.williams@fema.dhs.gov.

FEMA Officials

Program Officer: The Program Specialist is responsible for the technical monitoring of the stages of work and technical performance of the activities described in the approved grant application. If you have any programmatic questions regarding your grant, please call the AFG Help Desk at 866-274-0960 to be directed to a program specialist.

Grants Assistance Officer: The Assistance Officer is the Federal official responsible for negotiating, administering, and executing all grant business matters. The Officer conducts the final business review of all grant awards and permits the obligation of federal funds. If you have any questions regarding your grant please call ASK-GMD at 866-927-5646 to be directed to a Grants Management Specialist.

Grants Operations POC: The Grants Management Specialist shall be contacted to address all financial and administrative grant business matters for this grant award. If you have any questions regarding your grant please call ASK-GMD at 866-927-5646 to be directed to a specialist.

ADDITIONAL REQUIREMENTS (IF APPLICABLE) (max 8000 characters)

Any questions pertaining to your award package, please contact your GPD Grants Management Specialist: Chanee Williams chanee.williams@fema.dhs.gov.

National Environmental Policy Act

All recipients must comply with the requirements of the National Environmental Policy Act (NEPA) and the Council on Environmental Quality (CEQ) Regulations for Implementing the Procedural Provisions of NEPA, which requires recipients to use all practicable means within their authority, and consistent with other essential considerations of national policy, to create and maintain conditions under which people and nature can exist in productive harmony and fulfill the social, economic, and other needs of present and future generations of Americans.

Nondiscrimination in Matters Pertaining to Faith-Based Organizations

It is DHS policy to ensure the equal treatment of faith-based organizations in social service programs administered or supported by DHS or its component agencies, enabling those organizations to participate in providing important social services to beneficiaries. All recipients must comply with the equal treatment policies and requirements contained in 6 C.F.R. Part 19 and other applicable statutes, regulations, and guidance governing the participations of faith-based organizations in individual DHS programs.

Agreement Articles



FEMA

U.S. Department of Homeland Security
Washington, D.C. 20472

AGREEMENT ARTICLES

ASSISTANCE TO FIREFIGHTERS GRANT PROGRAM - State Fire Training Academy

GRANTEE: State of Tennessee, State Fire Marshal's Office

PROGRAM: State Fire Training Academy

AGREEMENT NUMBER: EMW-2016-FZ-00172

AMENDMENT NUMBER:

TABLE OF CONTENTS

| | |
|---------------|--|
| Article I | Assurances, Administrative Requirements and Cost Principles |
| Article II | Acknowledgement of Federal Funding from DHS |
| Article III | Activities Conducted Abroad |
| Article IV | Age Discrimination Act of 1975 |
| Article V | Americans with Disabilities Act of 1990 |
| Article VI | Best Practices for Collection and Use of Personally Identifiable Information (PII) |
| Article VII | Title VI of the Civil Rights Act of 1964 |
| Article VIII | Civil Right Act of 1968 |
| Article IX | Copyright |
| Article X | Debarment and Suspension |
| Article XI | Drug-Free Workplace Regulations |
| Article XII | Duplication of Benefits |
| Article XIII | Energy Policy and Conservation Act |
| Article XIV | Reporting Subawards and Executive Compensation |
| Article XV | False Claims Act and Program Fraud Civil Remedies |
| Article XVI | Federal Debt Status |
| Article XVII | Fly America Act of 1974 |
| Article XVIII | Hotel and Motel Safety Act of 1990 |
| Article XIX | Limited English Proficiency (Civil Rights Act of 1964, Title VI) |
| Article XX | Lobbying Prohibitions |

| | |
|-----------------|---|
| Article XXI | Non-supplanting Requirement |
| Article XXII | Patents and Intellectual Property Rights |
| Article XXIII | Procurement of Recovered Materials |
| Article XXIV | Contract Provisions for Non-federal Entity Contracts under Federal Awards |
| Article XXV | SAFECOM |
| Article XXVI | Terrorist Financing E.O. 13224 |
| Article XXVII | Title IX of the Education Amendments of 1972 (Equal Opportunity in Education Act) |
| Article XXVII | Trafficking Victims Protection Act of 2000 |
| Article XXIX | Rehabilitation Act of 1973 |
| Article XXX | USA Patriot Act of 2001 |
| Article XXXI | Use of DHS Seal, Logo and Flags |
| Article XXXII | Whistleblower Protection Act |
| Article XXXIII | DHS Specific Acknowledgements and Assurances |
| Article XXXIV | System of Award Management and Universal Identifier Requirements |
| Article XXXV | Animal Welfare Act of 1966 |
| Article XXXVI | Protection of Human Subjects |
| Article XXXVII | Incorporation by Reference of Notice of Funding Opportunity |
| Article XXXVIII | Acceptance of Post Award Changes |
| Article XXXIX | Prior Approval for Modification of Approved Budget |
| Article XL | Disposition of Equipment Acquired Under the Federal Award |
| Article XLI | Environmental Planning and Historic Preservation Screening |

I. **Assurances, Administrative Requirements and Cost Principles**

Recipients of DHS federal financial assistance must complete OMB Standard Form 424B Assurances - Non-Construction Programs. Certain assurances in this document may not be applicable to your program, and the awarding agency may require applicants to certify additional assurances. Please contact the program awarding office if you have any questions.

The administrative requirements and cost principles that apply to DHS award recipients originate from:

2 C.F.R. Part 200, Uniform Administrative Requirement, Cost Principles, and Audit Requirements for Federal Awards, as adopted by DHS at 2 C.F.R. Part 3002.

II. **Acknowledgement of Federal Funding from DHS**

All recipients must acknowledge their use of federal funding when issuing statements, press releases, requests for proposals, bid invitations, and other documents describing projects or programs funded in whole or in part with Federal funds.

III. Activities Conducted Abroad

All recipients must ensure that project activities carried on outside the United States are coordinated as necessary with appropriate government authorities and that appropriate licenses, permits, or approvals are obtained.

IV. Age Discrimination Act of 1975

All recipients must comply with the requirements of the *Age Discrimination Act of 1975* (42 U.S.C. § 6101 *et seq.*), which prohibits discrimination on the basis of age in any program or activity receiving Federal financial assistance.

V. Americans with Disabilities Act of 1990

All recipients must comply with the requirements of Titles I, II, and III of the *Americans with Disabilities Act*, which prohibits recipients from discriminating on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. §§ 12101-12213).

VI. Best Practices for Collection and Use of Personally Identifiable Information (PII)

All recipients who collect PII are required to have a publically-available privacy policy that describes what PII they collect, how they use the PII, whether they share PII with third parties, and how individuals may have their PII corrected where appropriate.

Award recipients may also find as a useful resource the DHS Privacy Impact Assessments: [Privacy Guidance](#) and [Privacy template](#) respectively.

VII. Title VI of the Civil Rights Act of 1964

All recipients must comply with the requirements of Title VI of the *Civil Rights Act of 1964* (42 U.S.C. § 2000d *et seq.*), which provides that no person in the United States will, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance. Implementing regulations for the Act are found at [6 C.F.R. Part 21](#) and [44 C.F.R. Part 7](#).

VIII. Civil Rights Act of 1968

All recipients must comply with [Title VIII of the Civil Rights Act of 1968](#), which prohibits recipients from discriminating in the sale, rental, financing, and advertising of dwellings, or in the provision of services in connection therewith, on the basis of race, color, national origin, religion, disability, familial status, and sex (42 U.S.C. § 3601 *et seq.*), as implemented by the Department of Housing and Urban Development at [24 C.F.R. Part 100](#). The prohibition on disability discrimination includes the requirement that new multifamily housing with four or more dwelling units-i.e., the public and common use areas and individual apartment units (all units in buildings with elevators and ground-floor units in buildings without elevators)-be designed and constructed with certain accessible features (see [24 C.F.R. § 100.201](#)).

IX. Copyright

All recipients must affix the applicable copyright notices of [17 U.S.C. §§ 401 or 402](#) and an acknowledgement of Government sponsorship (including award number) to any work first produced under Federal financial assistance awards, unless the

work includes any information that is otherwise controlled by the Government (e.g., classified information or other information subject to national security or export control laws or regulations).

X. **Debarment and Suspension**

All recipients must comply with Executive Orders 12549 and 12689, which provide protection against waste, fraud and abuse by debarment or suspending those persons deemed irresponsible in their dealings with the Federal government.

XI. **Drug-Free Workplace Regulations**

All recipients must comply with the *Drug-Free Workplace Act of 1988* (41 U.S.C. § 701 et seq.), which requires that all organizations receiving grants from any Federal agency agree to maintain a drug-free workplace. DHS has adopted the Act's implementing regulations at 2 C.F.R. Part 3001.

XII. **Duplication of Benefits**

Any cost allocable to a particular Federal award provided for in 2 C.F.R. Part 200, Subpart E may not be charged to other Federal awards to overcome fund deficiencies, to avoid restrictions imposed by Federal statutes, regulations, or terms and conditions of the Federal awards, or for other reasons. However, this prohibition would not preclude the non-Federal entity from shifting costs that are allowable under two or more Federal awards in accordance with existing Federal statutes, regulations, or the terms and conditions of the Federal awards.

XIII. **Energy Policy and Conservation Act**

All recipients must comply with the requirements of 42 U.S.C. § 6201 which contain policies relating to energy efficiency that are defined in the state energy conservation plan issues in compliance with this Act.

XIV. **Reporting Subawards and Executive Compensation**

a. Reporting of first-tier subawards.

1. *Applicability.* Unless you are exempt as provided in paragraph d. of this award term, you must report each action that obligates \$25,000 or more in Federal funds that does not include Recovery funds (as defined in section 1512(a)(2) of the American Recovery and Reinvestment Act of 2009, Pub. L. 111-5) for a subaward to an entity (see definitions in paragraph e. of this award term).

2. *Where and when to report.*

i. You must report each obligating action described in paragraph a.1. of this award term to <http://www.fsrs.gov>.

ii. For subaward information, report no later than the end of the month following the month in which the obligation was made. (For

example, if the obligation was made on November 7, 2010, the obligation must be reported by no later than December 31, 2010.)

3. *What to report.* You must report the information about each obligating action that the submission instructions posted at <http://www.fsrs.gov> specify.

b. Reporting Total Compensation of Recipient Executives.

1. *Applicability and what to report.* You must report total compensation for each of your five most highly compensated executives for the preceding completed fiscal year, if-

i. the total Federal funding authorized to date under this award is \$25,000 or more;

ii. in the preceding fiscal year, you received-

(A) 80 percent or more of your annual gross revenues from Federal procurement contracts (and subcontracts) and Federal financial assistance subject to the Transparency Act, as defined at 2 CFR 170.320 (and subawards); and

(B) \$25,000,000 or more in annual gross revenues from Federal procurement contracts (and subcontracts) and Federal financial assistance subject to the Transparency Act, as defined at 2 CFR 170.320 (and subawards); and

iii. The public does not have access to information about the compensation of the executives through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986. (To determine if the public has access to the compensation information, see the U.S. Security and Exchange Commission total compensation filings at <http://www.sec.gov/answers/excomp.htm>.)

2. *Where and when to report.* You must report executive total compensation described in paragraph b.1. of this award term:

i. As part of your registration profile at <https://www.sam.gov>.

ii. By the end of the month following the month in which this award is made, and annually thereafter.

c. Reporting of Total Compensation of Subrecipient Executives.

1. *Applicability and what to report.* Unless you are exempt as provided in paragraph d. of this award term, for each first-tier subrecipient under this award, you shall report the names and total compensation of each of the subrecipient's five most highly compensated executives for the subrecipient's preceding completed fiscal year, if-

i. in the subrecipient's preceding fiscal year, the subrecipient received-

(A) 80 percent or more of its annual gross revenues from Federal procurement contracts (and subcontracts) and Federal financial assistance subject to the Transparency Act, as defined at 2 CFR 170.320 (and subawards); and

(B) \$25,000,000 or more in annual gross revenues from Federal procurement contracts (and subcontracts), and Federal financial assistance subject to the Transparency Act (and subawards); and

ii. The public does not have access to information about the compensation of the executives through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986. (To determine if the public has access to the compensation information, see the U.S. Security and Exchange Commission total compensation filings at <http://www.sec.gov/answers/execomp.htm>.)

2. *Where and when to report.* You must report subrecipient executive total compensation described in paragraph c.1. of this award term:

i. To the recipient.

ii. By the end of the month following the month during which you make the subaward. For example, if a subaward is obligated on any date during the month of October of a given year (*i.e.*, between October 1 and 31), you must report any required compensation information of the subrecipient by November 30 of that year.

d. Exemptions

If, in the previous tax year, you had gross income, from all sources, under \$300,000, you are exempt from the requirements to report:

i. Subawards,

and

ii. The total compensation of the five most highly compensated executives of any subrecipient.

e. Definitions. For purposes of this award term:

1. *Entity* means all of the following, as defined in 2 CFR part 25:

i. A Governmental organization, which is a State, local government, or Indian tribe;

- ii. A foreign public entity;
- iii. A domestic or foreign nonprofit organization;
- iv. A domestic or foreign for-profit organization;
- v. A Federal agency, but only as a subrecipient under an award or subaward to a non-Federal entity.

2. *Executive* means officers, managing partners, or any other employees in management positions.

3. *Subaward*:

i. This term means a legal instrument to provide support for the performance of any portion of the substantive project or program for which you received this award and that you as the recipient award to an eligible subrecipient.

ii. The term does not include your procurement of property and services needed to carry out the project or program (for further explanation, see Sec. __.210 of the attachment to OMB Circular A-133, "Audits of States, Local Governments, and Non-Profit Organizations").

iii. A subaward may be provided through any legal agreement, including an agreement that you or a subrecipient considers a contract.

4. *Subrecipient* means an entity that:

i. Receives a subaward from you (the recipient) under this award; and

ii. Is accountable to you for the use of the Federal funds provided by the subaward.

5. *Total compensation* means the cash and noncash dollar value earned by the executive during the recipient's or subrecipient's preceding fiscal year and includes the following (for more information see 17 CFR 229.402(c)(2)):

i. *Salary and bonus.*

ii. *Awards of stock, stock options, and stock appreciation rights.* Use the dollar amount recognized for financial statement reporting purposes with respect to the fiscal year in accordance with the Statement of Financial Accounting Standards No. 123 (Revised 2004) (FAS 123R), Shared Based Payments.

iii. *Earnings for services under non-equity incentive plans.* This does not include group life, health, hospitalization or medical

reimbursement plans that do not discriminate in favor of executives, and are available generally to all salaried employees.

iv. *Change in pension value.* This is the change in present value of defined benefit and actuarial pension plans.

v. *Above-market earnings on deferred compensation which is not tax-qualified.*

vi. Other compensation, if the aggregate value of all such other compensation (e.g. severance, termination payments, value of life insurance paid on behalf of the employee, perquisites or property) for the executive exceeds \$10,000.

XV. False Claims Act and Program Fraud Civil Remedies

All recipients must comply with the requirements of 31 U.S.C. §3729 which set forth that no recipient of federal payments shall submit a false claim for payment. See also 38 U.S.C. § 3801-3812 which details the administrative remedies for false claims and statements made.

XVI. Federal Debt Status

All recipients are required to be non-delinquent in their repayment of any Federal debt. Examples of relevant debt include delinquent payroll and other taxes, audit disallowances, and benefit overpayments. See OMB Circular A-129 and form SF-424B, item number 17 for additional information and guidance.

XVII. Fly America Act of 1974

All recipients must comply with Preference for U.S. Flag Air Carriers: (air carriers holding certificates under 49 U.S.C. § 41102) for international air transportation of people and property to the extent that such service is available, in accordance with the *International Air Transportation Fair Competitive Practices Act of 1974* (49 U.S.C. § 40118) and the interpretative guidelines issued by the Comptroller General of the United States in the March 31, 1981, amendment to Comptroller General Decision B-138942.

XVIII. Hotel and Motel Fire Safety Act of 1990

In accordance with Section 6 of the *Hotel and Motel Fire Safety Act of 1990*, 15 U.S.C. §2225a, all recipients must ensure that all conference, meeting, convention, or training space funded in whole or in part with Federal funds complies with the fire prevention and control guidelines of the *Federal Fire Prevention and Control Act of 1974*, as amended, 15 U.S.C. §2225.

XIX. Limited English Proficiency (Civil Rights Act of 1964, Title VI)

All recipients must comply with the *Title VI of the Civil Rights Act of 1964* (Title VI) prohibition against discrimination on the basis of national origin, which requires that recipients of federal financial assistance take reasonable steps to provide meaningful access to persons with limited English proficiency (LEP) to their programs and services. Providing meaningful access for persons with LEP may entail providing language assistance services, including oral interpretation and written translation. In order to facilitate compliance with Title VI, recipients

are encouraged to consider the need for language services for LEP persons served or encountered in developing program budgets. Executive Order 13166, *Improving Access to Services for Persons with Limited English Proficiency* (August 11, 2000), requires federal agencies to issue guidance to recipients, assisting such organizations and entities in understanding their language access obligations. DHS published the required recipient guidance in April 2011, *DHS Guidance to Federal Financial Assistance Recipients Regarding Title VI Prohibition Against National Origin Discrimination Affecting Limited English Proficient Persons*, 76 Fed. Reg. 21755-21768, (April 18, 2011). The Guidance provides helpful information such as how a recipient can determine the extent of its obligation to provide language services; selecting language services; and elements of an effective plan on language assistance for LEP persons. For additional assistance and information regarding language access obligations, please refer to the DHS Recipient Guidance <https://www.dhs.gov/guidance-published-help-department-supported-organizations-provide-meaningful-access-people-limited> and additional resources on <http://www.lep.gov>.

XX. Lobbying Prohibitions

All recipients must comply with 31 U.S.C. §1352, which provides that none of the funds provided under an award may be expended by the recipient to pay any person to influence, or attempt to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with any Federal action concerning the award or renewal.

XXI. Non-supplanting Requirement

All recipients who receive awards made under programs that prohibit supplanting by law must ensure that Federal funds do not replace (supplant) funds that have been budgeted for the same purpose through non-Federal sources. Where federal statutes for a particular program prohibits supplanting, applicants or recipients may be required to demonstrate and document that a reduction in non-Federal resources occurred for reasons other than the receipt of expected receipt of Federal funds.

XXII. Patents and Intellectual Property Rights

Unless otherwise provided by law, recipients are subject to the Bayh-Dole Act, Pub. L. No. 96-517, as amended, and codified in 35 U.S.C. § 200 et seq. All recipients are subject to the specific requirements governing the development, reporting, and disposition of rights to inventions and patents resulting from financial assistance awards are in 37 C.F.R. Part 401 and the standard patent rights clause in 37 C.F.R. § 401.14.

XXIII. Procurement of Recovered Materials

All recipients must comply with section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 C.F.R. Part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the

item exceeds \$10,000 or the value of the quantity acquired by the preceding fiscal year exceeded \$10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.

XXIV. Contract Provisions for Non-federal Entity Contracts under Federal Awards

a. Contracts for more than the simplified acquisition threshold set at \$150,000.

All recipients who have contracts exceeding the acquisition threshold currently set at \$150,000, which is the inflation adjusted amount determined by Civilian Agency Acquisition Council and the Defense Acquisition Regulation Council as authorized by 41 U.S.C. §1908, must address administrative, contractual, or legal remedies in instance where contractors violate or breach contract terms and provide for such sanctions and penalties as appropriate.

b. Contracts in excess of \$10,000.

All recipients that have contracts exceeding \$10,000 must address termination for cause and for convenience by the non-Federal entity including the manner by which it will be effected and the basis for settlement.

XXV. SAFECOM

All recipients who receive awards made under programs that provide emergency communication equipment and its related activities must comply with the SAFECOM Guidance for Emergency Communication Grants, including provisions on technical standards that ensure and enhance interoperable communications.

XXVI. Terrorist Financing E.O. 13224

All recipients must comply with U.S. Executive Order 13224 and U.S. law that prohibit transactions with, and the provisions of resources and support to, individuals and organizations associated with terrorism. It is the legal responsibility of recipients to ensure compliance with the E.O. and laws.

XXVII. Title IX of the Education Amendments of 1972 (Equal Opportunity in Education Act)

All recipients must comply with the requirements of Title IX of the Education Amendments of 1972 (20 U.S.C. § 1681 et seq.), which provides that no person in the United States will, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any educational program or activity

receiving Federal financial assistance. Implementing regulations are codified at 6 C.F.R. Part 17 and 44 C.F.R. Part 19

XXVIII. Trafficking Victims Protection Act of 2000

All recipients must comply with the requirements of the government-wide award term which implements Section 106(g) of the *Trafficking Victims Protection Act (TVPA) of 2000*, as amended (22 U.S.C. § 7104). This is implemented in accordance with OMB Interim Final Guidance, *Federal Register*, Volume 72, No. 218, November 13, 2007. Full text of the award term is located at 2 CFR § 175.15.

XXIX. Rehabilitation Act of 1973

All recipients must comply with the requirements of Section 504 of the *Rehabilitation Act of 1973*, 29 U.S.C. § 794, as amended, which provides that no otherwise qualified handicapped individual in the United States will, solely by reason of the handicap, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance. These requirements pertain to the provision of benefits or services as well as to employment.

XXX. USA Patriot Act of 2001

All recipients must comply with requirements of the *Uniting and Strengthening America by Providing Appropriate Tools Required to Intercept and Obstruct Terrorism Act (USA PATRIOT Act)*, which amends 18 U.S.C. §§ 175-175c. Among other things, the USA PATRIOT Act prescribes criminal penalties for possession of any biological agent, toxin, or delivery system of a type or in a quantity that is not reasonably justified by a prophylactic, protective, bona fide research, or other peaceful purpose.

XXXI. Use of DHS Seal, Logo and Flags

All recipients must obtain DHS's approval prior to using the DHS seal(s), logos, crests or reproductions of flags or likenesses of DHS agency officials, including use of the United States Coast Guard seal, logo, crests or reproductions of flags or likenesses of Coast Guard officials.

XXXII. Whistleblower Protection Act

All recipients must comply with the statutory requirements for whistleblower protections (if applicable) at 10 U.S.C § 2409, 41 U.S.C. § 4712, and 10 U.S.C. § 2324, 41 U.S.C. §§ 4304 and 4310.

XXXIII. DHS Specific Acknowledgements and Assurances

All recipients must acknowledge and agree-and require any sub-recipients, contractors, successors, transferees, and assignees acknowledge and agree-to comply with applicable provisions

governing DHS access to records, accounts, documents, information, facilities, and staff.

1. Recipients must cooperate with any compliance review or complaint investigation conducted by DHS.
2. Recipients must give DHS access to and the right to examine and copy records, accounts, and other documents and sources of information related to the grant and permit access to facilities, personnel, and other individuals and information as may be necessary, as required by DHS regulations and other applicable laws or program guidance.
3. Recipients must submit timely, complete, and accurate reports to the appropriate DHS officials and maintain appropriate backup documentation to support the reports.
4. Recipients must comply with all other special reporting, data collection, and evaluation requirements, as prescribed by law or detailed in program guidance.
5. If, during the past three years, the recipient has been accused of discrimination on the grounds of race, color, national origin (including limited English proficiency), sex, age, disability, religion, or familial status, the recipient must provide a list of all such proceedings, pending or completed, including outcome and copies of settlement agreements to the DHS awarding office and the DHS Office of Civil Rights and Civil Liberties.
6. In the event any court or administrative agency makes a finding of discrimination on grounds of race, color, national origin (including limited English proficiency), sex, age, disability, religion, or familial status against the recipient, or the recipient settles a case or matter alleging such discrimination, recipients must forward a copy of the complaint and findings to the DHS Component and/or awarding office.

The United States has the right to seek judicial enforcement of these obligations.

XXXIV. System of Award Management and Universal Identifier Requirements

A. Requirement for System of Award Management

Unless exempted from this requirement under 2 CFR 25.110, you as the recipient must maintain the currency of your information in the SAM until you submit the final financial report required under this award or receive the final payment, whichever is later. This requires that you review and update the information at least annually after the initial registration, and more frequently if required by changes in your information or another award term.

B. Requirement for unique entity identifier

If authorized to make subawards under this award, you:

1. Must notify potential subrecipients that no entity (see definition in paragraph C of this award term) may receive a subaward from you unless the entity has provided its unique entity identifier to you.
2. May not make a subaward to an entity unless the entity has provided its unique entity identifier to you.

C. Definitions

For purposes of this award term:

1. *System of Award Management (SAM)* means the Federal repository into which an entity must provide information required for the conduct of business as a recipient. Additional information about registration procedures may be found at the SAM Internet site (currently at <http://www.sam.gov>).

2. *Unique entity identifier* means the identifier required for SAM registration to uniquely identify business entities.

3. *Entity*, as it is used in this award term, means all of the following, as defined at 2 CFR part 25, subpart C:

- a. A Governmental organization, which is a State, local government, or Indian Tribe;
- b. A foreign public entity;
- c. A domestic or foreign nonprofit organization;
- d. A domestic or foreign for-profit organization; and
- e. A Federal agency, but only as a subrecipient under an award or subaward to a non-Federal entity.

4. *Subaward*:

a. This term means a legal instrument to provide support for the performance of any portion of the substantive project or program for which you received this award and that you as the recipient award to an eligible subrecipient.

b. The term does not include your procurement of property and services needed to carry out the project or program (for further explanation, see 2 CFR 200.330).

c. A subaward may be provided through any legal agreement, including an agreement that you consider a contract.

5. *Subrecipient* means an entity that:

- a. Receives a subaward from you under this award;
and
- b. Is accountable to you for the use of the Federal funds provided by the subaward.

XXXV. Animal Welfare Act of 1966

All recipients of financial assistance will comply with the requirements of the Animal Welfare Act, as amended (7 U.S.C. §2131 et seq.), which requires that minimum standards of care and treatment be provided for vertebrate animals bred for commercial sale, used in research, transported commercially, or exhibited to the public. Recipients must establish appropriate policies and procedures for the humane care and use of animals based on the Guide for the Care and Use of Laboratory Animals and comply with the Public Health Service Policy and Government Principles Regarding the Care and Use of Animals.

XXXVI. Protection of Human Subjects

All recipients of financial assistance will comply with the requirements of the Federal regulations at 45 CFR Part 46, which requires that recipients comply with applicable provisions/law for the protection of human subjects for purposes of research. Recipients must also comply with the requirements in DHS Management Directive 026-04, Protection of Human Subjects, prior to implementing any work with human subjects. For purposes of 45 CFR Part 46, research means a systematic investigation, including research, development, testing, and evaluation, designed to develop or contribute to general knowledge. Activities that meet this definition constitute research for purposes of this policy, whether or not they are conducted or supported under a program that is considered research for other purposes. The regulations specify additional protections for research involving human fetuses, pregnant women, and neonates (Subpart B); prisoners (Subpart C); and children (Subpart D). The use of autopsy materials is governed by applicable State and local law and is not directly regulated by 45 CFR Part 46.

XXXVII. Incorporation by Reference of Notice of Funding Opportunity

The Notice of Funding Opportunity for this program is hereby incorporated into your award agreement by reference. By accepting this award, the recipient agrees that all allocations and use of funds under this grant will be in accordance with the requirements contained in the Notice of Funding Opportunity.

XXXVIII. Acceptance of Post Award Changes

In the event FEMA determines that changes are necessary to the award document after an award has been made, including changes to period of performance or terms and conditions, recipients will be notified of the changes in writing. Once notification has been made, any subsequent request for funds will indicate recipient acceptance of the changes to the award. If you have questions about these

procedures, please contact the AFG Help Desk at 1-866-274-0960, or send an email to firegrants@dhs.gov.

XXXIX. Prior Approval for Modification of Approved Budget

Before making any change to the DHS/FEMA approved budget for this award, you must request prior written approval from DHS/FEMA where required by 2 C.F.R. § 200.308. For awards with an approved budget greater than \$150,000, you may not transfer funds among direct cost categories, programs, functions, or activities without prior written approval from DHS/FEMA where the cumulative amount of such transfers exceeds or is expected to exceed ten percent (10%) of the total budget DHS/FEMA last approved. You must report any deviations from your DHS/FEMA approved budget in the first Federal Financial Report (SF-425) you submit following any budget deviation, regardless of whether the budget deviation requires prior written approval.

XL. Disposition of Equipment Acquired Under the Federal Award

When original or replacement equipment acquired under this award by the recipient or its sub-recipients is no longer needed for the original project or program or for other activities currently or previously supported by DHS/FEMA, you must request instructions from DHS/FEMA to make proper disposition of the equipment pursuant to 2 C.F.R. § 200.313.

XLI. Environmental Planning and Historic Preservation Screening

AFG funded activities (Modification to Facility or Equipment) that may require an EHP review, involving the installation or requiring renovations to facilities, including but not limited to air compressor/fill station/cascade system (Fixed) for filling SCBA, air improvement systems, alarm systems, antennas, gear dryer, generators (fixed), permanently mounted signs, renovations to facilities, sprinklers, vehicle exhaust systems (fixed) or washer/extractors are subject to FEMA's Environmental Planning and Historic Preservation (EHP) review process.

FEMA is required to consider the potential impacts to natural and cultural resources of all projects funded by FEMA grant funds, through its EHP Review process, as mandated by the National Environmental Policy Act; National Historic Preservation Act of 1966, as amended; National Flood Insurance Program regulations; and, any other applicable laws and Executive Orders.

To access the FEMA's Environmental and Historic Preservation (EHP) screening form and instructions go to our Department of Homeland Security/Federal Emergency Management Agency-website at: <https://www.fema.gov/library/viewRecord.do?id=6906>

In order to initiate EHP review of your project(s), you must complete all relevant sections of this form and submit it to the Grant Programs Directorate (GPD) along with all other pertinent project information. Failure to provide requisite information could result in delays in the release of grant funds.

**FEDERAL EMERGENCY MANAGEMENT AGENCY
OBLIGATING DOCUMENT FOR AWARD/AMENDMENT**

1a. AGREEMENT NO. EMW-2016-FZ-00172
 2. AMENDMENT NO. 0
 3. RECIPIENT NO. 62-6001445
 4. TYPE OF ACTION AWARD
 5. CONTROL NO. WX01287N2017T

6. RECIPIENT NAME AND ADDRESS
 State of Tennessee, State Fire Marshal's Office
 500 James Robertson Parkway
 Nashville
 Tennessee, 37243-1162
 7. ISSUING OFFICE AND ADDRESS
 Grant Programs Directorate
 500 C Street, S.W.
 Washington DC, 20528-7000
 POC: Marketa Walker
 8. PAYMENT OFFICE AND ADDRESS
 FEMA, Financial Services Branch
 500 C Street, S.W., Room 723
 Washington DC, 20472

9. NAME OF RECIPIENT PROJECT OFFICER
 Cheryle Hunt
 PHONE NO. 9312944111
 10. NAME OF PROJECT COORDINATOR
 Catherine Patterson
 PHONE NO. 1-866-274-0960

11. EFFECTIVE DATE OF THIS ACTION
 07-APR-17
 12. METHOD OF PAYMENT
 SF-270
 13. ASSISTANCE ARRANGEMENT
 Cost Sharing
 14. PERFORMANCE PERIOD
 From:07-APR-17 To:06-APR-18

Budget Period
 From:29-JAN-17 To:30-SEP-17

15. DESCRIPTION OF ACTION
 a. (Indicate funding data for awards or financial changes)

| PROGRAM NAME ACRONYM | CFDA NO. | ACCOUNTING DATA (ACCS CODE) XXXX-XXX-XXXXXX-XXXX-XXXX-XXXX-X | PRIOR TOTAL AWARD | AMOUNT AWARDED THIS ACTION + OR (-) | CURRENT TOTAL AWARD | CUMULATIVE NON-FEDERAL COMMITMENT |
|----------------------|----------|---|-------------------|--|---------------------|-----------------------------------|
| AFG | 97.044 | 2017-F6-C111-P4310000-4101-D | \$0.00 | \$191,305.00 | \$191,305.00 | \$28,695.00 |
| TOTALS | | | \$0.00 | \$191,305.00 | \$191,305.00 | \$28,695.00 |

b. To describe changes other than funding data or financial changes, attach schedule and check here.
 N/A

16a. FOR NON-DISASTER PROGRAMS: RECIPIENT IS REQUIRED TO SIGN AND RETURN THREE (3) COPIES OF THIS DOCUMENT TO FEMA (See Block 7 for address)

Assistance to Firefighters Grant recipients are not required to sign and return copies of this document. However, recipients should print and keep a copy of this document for their records.

16b. FOR DISASTER PROGRAMS: RECIPIENT IS NOT REQUIRED TO SIGN

This assistance is subject to terms and conditions attached to this award notice or by incorporated reference in program legislation cited above.

17. RECIPIENT SIGNATORY OFFICIAL (Name and Title)
 N/A

DATE
 N/A

18. FEMA SIGNATORY OFFICIAL (Name and Title)
 Marketa Walker

DATE
 04-APR-17

Go Back

Appendix E

| EMPLID | Position Description | Ethnic Code | Executive Preferred |
|--------|-------------------------------|-------------|---------------------|
| 373132 | COMMISSIONER 1 | W | Executive |
| 136294 | ASSISTANT COMMISSIONER 1 | W | Executive |
| 123743 | EXECUTIVE ADMIN ASSISTANT 3 | W | Executive |
| 468941 | AUDITOR 2* | B | Preferred |
| 130031 | EXECUTIVE ADMIN ASSISTANT 2 | W | Executive |
| 142217 | ADMIN SERVICES ASSISTANT 3 | W | Executive |
| 178441 | DEPUTY COMMISSIONER 1 | NA | Executive |
| 446303 | EXECUTIVE ADMIN ASSISTANT 3 | W | Executive |
| 357523 | C&I LEGISLATIVE DIRECTOR | W | Executive |
| 101044 | AUDIT DIRECTOR 2 | W | Executive |
| 442163 | C&I MARKETING & COMM ADMIN | W | Executive |
| 134976 | EXECUTIVE ADMIN ASSISTANT 3 | W | Executive |
| 318479 | C&I MARKETING & COMM DIRECTOR | W | Executive |
| 411781 | AUDITOR 4 | W | Preferred |
| 443373 | AUDITOR 2* | W | Preferred |
| 427532 | ADMIN SERVICES ASSISTANT 3 | W | Executive |
| 489129 | ATTORNEY 3 | W | Executive |
| 445815 | ADMIN SERVICES ASSISTANT 2* | B | Preferred |
| 485689 | ATTORNEY 2* | W | Executive |
| 115704 | ATTORNEY 3 | W | Executive |
| 135726 | ATTORNEY 3 | W | Executive |
| 146092 | LEGAL SERVICES DIRECTOR | B | Executive |
| 495225 | ATTORNEY 2* | W | Executive |
| 439746 | ATTORNEY 3 | B | Executive |
| 163252 | ATTORNEY 3 | W | Executive |
| 143225 | ATTORNEY 3 | W | Executive |
| 496555 | ATTORNEY 2* | B | Executive |
| | GENERAL COUNSEL 4 | V | Executive |
| 463100 | ATTORNEY 4 | W | Executive |
| 452788 | ATTORNEY 3 | W | Executive |
| 154222 | ATTORNEY 3 | B | Executive |
| | ATTORNEY 4 | V | Executive |
| 491851 | ATTORNEY 3 | W | Executive |
| 434108 | ADMIN SERVICES ASSISTANT 3 | W | Executive |
| 153271 | ATTORNEY 4 | W | Executive |
| 374936 | ADMIN SERVICES ASSISTANT 3 | W | Executive |
| 131885 | ATTORNEY 3 | W | Executive |
| 162885 | ADMIN SERVICES ASSISTANT 4 | W | Executive |
| 490970 | ADMIN SERVICES ASSISTANT 3 | W | Executive |
| 497773 | ADMIN SERVICES ASSISTANT 3 | W | Executive |
| 113763 | ADMIN SERVICES ASSISTANT 3 | B | Executive |
| 147664 | ATTORNEY 3 | W | Executive |
| 140963 | HR DIRECTOR 3 | W | Executive |
| 432422 | HR ANALYST 3 | W | Preferred |
| 111865 | HR MANAGER 2 | W | Preferred |
| 408493 | HR ANALYST 2* | W | Preferred |

| | | |
|---------------------------------------|-----|-----------|
| HR TECHNICIAN 2* | V | Preferred |
| 471131 ACCOUNTING TECHNICIAN 2 | B | Preferred |
| 113186 HR MANAGER 1 | W | Preferred |
| 143698 HR ANALYST 3 | W | Preferred |
| 163443 HR ANALYST 3 | H/L | Preferred |
| 468890 HR ANALYST 2* | W | Preferred |
| FISCAL DIRECTOR 2 | V | Executive |
| 475845 ACCOUNTING TECHNICIAN 1 | W | Preferred |
| 109596 FISCAL DIRECTOR 1 | W | Preferred |
| 142276 ACCOUNTING TECHNICIAN 1 | W | Preferred |
| 156120 ACCOUNTANT 3 | W | Preferred |
| 121550 ADMIN SERVICES ASSISTANT 4 | W | Preferred |
| 146523 PROCUREMENT OFFICER 2 | W | Preferred |
| ACCOUNTING TECHNICIAN 1 | V | Preferred |
| 424506 MAIL TECHNICIAN 1 | W | Preferred |
| 130632 ADMIN SERVICES ASSISTANT 2* | W | Preferred |
| 478369 PROCUREMENT OFFICER 1 | W | Preferred |
| 485286 ACCOUNT CLERK | B | Preferred |
| 438039 ADMIN SERVICES MANAGER | W | Preferred |
| 157471 ADMIN SERVICES ASSISTANT 3 | W | Preferred |
| 453873 MAIL TECHNICIAN 1 | W | Preferred |
| ACCOUNTING TECHNICIAN 1 | V | Preferred |
| 109108 EXECUTIVE ADMIN ASSISTANT 2 | H/L | Executive |
| 394684 ASSISTANT COMMISSIONER 2 | W | Executive |
| 157457 INSURANCE EXAMINER-AFE | W | Preferred |
| 445458 DEPUTY COMMISSIONER 1 | A | Executive |
| 138752 ADMIN SERVICES ASSISTANT 4 | W | Executive |
| 419900 ADMIN SERVICES ASSISTANT 3 | W | Preferred |
| 130903 INSURANCE ANALYSIS DIRECTOR | W | Executive |
| 139606 ADMIN SERVICES ASSISTANT 3 | B | Preferred |
| 125557 ADMIN SECRETARY | W | Preferred |
| 106095 ACTUARIAL & COMPLIANCE DIR | W | Executive |
| 476402 ACTUARIAL&COMPLIANCE OFFICER | B | Preferred |
| 108881 ACTUARIAL&COMPLIANCE ANALYST 2 | W | Preferred |
| 432165 ACTUARIAL&COMPLIANCE ANALYST 2 | B | Preferred |
| 490950 ACTUARIAL&COMPLIANCE ANALYST 2 | W | Preferred |
| 100675 ADMIN SECRETARY | H/L | Preferred |
| 413969 ACTUARIAL&COMPLIANCE ANALYST 2 | O | Preferred |
| 107614 ACTUARIAL&COMPLIANCE ANALYST 2 | W | Preferred |
| ACTUARIAL&COMPLIANCE OFFICER | V | Preferred |
| 150271 ACTUARIAL&COMPLIANCE OFFICER | W | Preferred |
| 130961 ACTUARIAL&COMPLIANCE ANALYST 2 | W | Preferred |
| 158263 ADMIN SERVICES ASSISTANT 3 | W | Preferred |
| 478738 ADMIN SERVICES ASSISTANT 2* | B | Preferred |
| 130908 AGENT LICENSING/CE DIRECTOR | W | Executive |
| 130402 ADMIN SERVICES ASSISTANT 4 | B | Preferred |
| 144390 ADMIN SERVICES ASSISTANT 3 | W | Preferred |

| | | | |
|--------|------------------------------|---|-----------|
| 441674 | ADMIN SERVICES ASSISTANT 2* | B | Preferred |
| | ADMIN SERVICES ASSISTANT 2* | V | Preferred |
| 485315 | ADMIN SERVICES ASSISTANT 2* | W | Preferred |
| 485317 | ADMIN SERVICES ASSISTANT 2* | W | Preferred |
| | ADMIN SERVICES ASSISTANT 2* | V | Preferred |
| 454032 | ADMIN SERVICES ASSISTANT 2* | W | Preferred |
| 480762 | ADMIN SERVICES ASSISTANT 2* | B | Preferred |
| 419122 | ADMIN SERVICES ASSISTANT 2* | W | Preferred |
| | ADMIN SERVICES ASSISTANT 2* | V | Preferred |
| 472516 | ADMIN SERVICES ASSISTANT 3 | W | Preferred |
| 157196 | ADMIN SERVICES ASSISTANT 2* | B | Preferred |
| 427555 | INSURANCE EXAMINATION DIR | W | Executive |
| | INSURANCE EXAM IN-CHARGE-CFE | V | Preferred |
| 157100 | INSURANCE EXAMINATION A DIR | B | Preferred |
| 470659 | INSURANCE EXAMINER-CFE | W | Preferred |
| 134434 | INSURANCE EXAMINER 2* | B | Preferred |
| 477487 | INSURANCE EXAMINER-CPA | W | Preferred |
| 431896 | INSURANCE EXAMINER 2* | W | Preferred |
| | INSURANCE EXAMINER-CFE | V | Preferred |
| | INSURANCE EXAMINER 2* | V | Preferred |
| | INSURANCE EXAM IN-CHARGE-CFE | V | Preferred |
| 127316 | INSURANCE EXAMINER 3 | W | Preferred |
| | INSURANCE EXAMINER 3 | V | Preferred |
| 153779 | INSURANCE EXAM IN-CHARGE-CFE | W | Preferred |
| 125433 | INSURANCE EXAM IN-CHARGE-CFE | W | Preferred |
| | INSURANCE EXAMINER 2* | V | Preferred |
| | INSURANCE EXAMINER 3 | V | Preferred |
| 151882 | INSURANCE EXAMINER-CFE | A | Preferred |
| | INSURANCE EXAMINATION A DIR | V | Preferred |
| | INSURANCE EXAMINER-CPA | V | Preferred |
| 413890 | INSURANCE EXAMINER 2* | W | Preferred |
| 102753 | INSURANCE EXAMINER-CFE | W | Preferred |
| 159253 | INSURANCE EXAMINER-AFE | W | Preferred |
| 106820 | INSURANCE EXAMINER 2* | B | Preferred |
| | INSURANCE EXAMINER-CPA | V | Preferred |
| | ACCOUNTING TECHNICIAN 1 | V | Preferred |
| | ADMIN SECRETARY | V | Preferred |
| | INSURANCE EXAMINER-AFE | V | Preferred |
| 113704 | INSURANCE EXAMINER-AFE | W | Preferred |
| | INSURANCE EXAMINER-AFE | V | Preferred |
| | INSURANCE EXAMINER-CFE | V | Preferred |
| 143791 | ACCOUNTING TECHNICIAN 2 | B | Preferred |
| 113706 | INSURANCE EXAM IN-CHARGE-CFE | A | Preferred |
| 162741 | INSURANCE EXAMINER 2* | W | Preferred |
| 446048 | INSURANCE EXAM IN-CHARGE-CPA | W | Preferred |
| | INSURANCE EXAM IN-CHARGE-CFE | V | Preferred |
| 144004 | INSURANCE EXAMINER-CFE | A | Preferred |

| | | | |
|--------|--------------------------------|---|-----------|
| 132554 | INSURANCE EXAMINER 3 | B | Preferred |
| | INSURANCE EXAMINER 3 | V | Preferred |
| 113155 | ADMIN SERVICES ASSISTANT 3 | W | Preferred |
| 139198 | ADMIN SERVICES ASSISTANT 3 | W | Preferred |
| 117894 | INSUR INVESTIGATION DIRECTOR | B | Executive |
| 159220 | SECRETARY | B | Preferred |
| 354812 | SECRETARY | B | Preferred |
| 438794 | CONSUMER INSURANCE INV 1 | W | Preferred |
| 122914 | CONSUMER INSURANCE INV 1 | W | Preferred |
| 451202 | CONSUMER INSURANCE INV 1 | W | Preferred |
| 486382 | CONSUMER INSURANCE SVCS MGR | B | Preferred |
| | CONSUMER INSURANCE INV 1 | V | Preferred |
| 159082 | SECRETARY | W | Preferred |
| 149174 | ADMIN SECRETARY | B | Preferred |
| | CONSUMER INSURANCE INV 1 | V | Preferred |
| 495931 | CONSUMER INSURANCE INV 1 | W | Preferred |
| | CONSUMER INSURANCE INV 1 | V | Preferred |
| 419896 | CONSUMER INSURANCE INV 1 | W | Preferred |
| 495930 | CONSUMER INSURANCE INV 1 | W | Preferred |
| 463649 | CAPTIVE INSURANCE SPEC 2* | O | Preferred |
| 407837 | CAPTIVE INSURANCE AD | W | Preferred |
| | ADMIN SERVICES ASSISTANT 2* | V | Preferred |
| 409916 | CAPTIVE INSURANCE SPEC 2* | B | Preferred |
| 356006 | CAPTIVE INSURANCE SPEC 2* | W | Preferred |
| 476416 | ADMIN SERVICES ASSISTANT 4 | B | Preferred |
| 370309 | CAPTIVE INSURANCE SPEC 2* | W | Preferred |
| 388187 | CAPTIVE INSURANCE PROGRAM DIR | W | Executive |
| 366266 | CAPTIVE INSURANCE SPEC 3 | W | Preferred |
| 385676 | CAPTIVE INSURANCE SPEC 2* | W | Preferred |
| 162267 | ASSISTANT COMMISSIONER 2 | W | Executive |
| 357303 | FIRE PREV PROG & POLICY DEV DR | W | Executive |
| 494844 | ACCOUNTANT 3 | W | Executive |
| 450838 | EXECUTIVE ADMIN ASSISTANT 2 | W | Executive |
| 120623 | FIRE PREV BUS PROC IMP DIR | W | Executive |
| 414896 | FIRE PREV BUS PROC IMP DIR | W | Executive |
| 105078 | ADMIN SERVICES ASSISTANT 4 | W | Preferred |
| 143980 | ADMIN SERVICES ASSISTANT 4 | W | Executive |
| 399377 | ADMIN SERVICES ASSISTANT 4 | W | Executive |
| 469027 | ADMIN SERVICES ASSISTANT 4 | W | Executive |
| 119449 | STATISTICAL ANALYST 3 | W | Preferred |
| 455830 | ADMIN SERVICES ASSISTANT 3 | W | Preferred |
| 451827 | ADMIN SERVICES ASSISTANT 3 | W | Preferred |
| 334915 | FIRE PREV EDUC & OUTREACH DIR | W | Executive |
| 371485 | FIRE PREV GEOSPATIAL ANALYST | W | Executive |
| 123099 | FIRE SAFETY SPEC SUPERVISOR | W | Preferred |
| 466149 | FIRE SAFETY SPECIALIST 1 | W | Preferred |
| 477416 | FIRE SAFETY SPECIALIST 1 | W | Preferred |

| | | | |
|--------|-----------------------------|----|-----------|
| 492845 | FIRE SAFETY SPECIALIST 1 | W | Preferred |
| 418361 | FIRE SAFETY SPECIALIST 2 | W | Preferred |
| 398200 | FIRE SAFETY SPECIALIST 1 | W | Preferred |
| | FIRE SAFETY SPECIALIST 1 | V | Preferred |
| 475849 | FIRE SAFETY SPECIALIST 1 | W | Preferred |
| 356713 | FIRE SAFETY SPECIALIST 1 | W | Preferred |
| 143348 | FIRE SAFETY SPECIALIST 1 | W | Preferred |
| 148906 | FIRE SAFETY SPEC SUPERVISOR | W | Preferred |
| 125747 | PLANS EXAMINER 2 | W | Preferred |
| 472019 | PLANS EXAMINER MANAGER | W | Preferred |
| 150431 | ADMIN SERVICES ASSISTANT 3 | W | Preferred |
| | ADMIN SECRETARY | V | Preferred |
| 154939 | SECRETARY | A | Preferred |
| 102234 | FIRE SAFETY MANAGER | W | Preferred |
| 110429 | PLANS EXAMINER 2 | W | Preferred |
| 391620 | ADMIN ASSISTANT 1 | B | Preferred |
| 103115 | FACILITIES CONSTRUCTION DIR | W | Executive |
| 132781 | PLANS EXAMINER 2 | W | Preferred |
| 111598 | FIRE SAFETY SPECIALIST 2 | W | Preferred |
| 113840 | PLANS EXAMINER 2 | W | Preferred |
| 150012 | PLANS EXAMINER 2 | W | Preferred |
| 100125 | PLANS EXAMINER 2 | W | Preferred |
| 103123 | PLANS EXAMINER 2 | W | Preferred |
| 163741 | PLANS EXAMINER 2 | W | Preferred |
| 138052 | PLANS EXAMINER 2 | W | Preferred |
| | FIRE SAFETY SPECIALIST 2 | V | Preferred |
| 111402 | FIRE SAFETY SPECIALIST 1 | W | Preferred |
| 367979 | PLANS EXAMINER 2 | NA | Preferred |
| 383423 | ADMIN SECRETARY | W | Preferred |
| 393341 | PLANS EXAMINER 2 | W | Preferred |
| 103781 | PLANS EXAMINER 2 | W | Preferred |
| 113647 | PLANS EXAMINER 2 | W | Preferred |
| 135609 | PLANS EXAMINER 2 | W | Preferred |
| | SECRETARY | V | Preferred |
| 131679 | PLANS EXAMINER 2 | W | Preferred |
| 120215 | FIRE SAFETY SPECIALIST 1 | W | Preferred |
| 116708 | FIRE SAFETY SPECIALIST 1 | W | Preferred |
| 466991 | FIRE SAFETY SPECIALIST 1 | W | Preferred |
| 472600 | FIRE SAFETY SPECIALIST 1 | W | Preferred |
| 477418 | FIRE SAFETY SPECIALIST 1 | W | Preferred |
| 201867 | FIRE SAFETY SPECIALIST 1 | W | Preferred |
| 477410 | FIRE SAFETY SPECIALIST 1 | W | Preferred |
| 159014 | FIRE SAFETY SPEC SUPERVISOR | W | Preferred |
| 123489 | FIRE SAFETY SPECIALIST 1 | W | Preferred |
| 467911 | FIRE SAFETY SPECIALIST 1 | W | Preferred |
| 141715 | FIRE SAFETY SPECIALIST 2 | W | Preferred |
| 140970 | FIRE SAFETY SPECIALIST 1 | W | Preferred |

| | | | |
|--------|--------------------------------|---|-----------|
| 112455 | FIRE SAFETY SPECIALIST 1 | W | Preferred |
| 106900 | SECRETARY | W | Preferred |
| 157406 | SECRETARY | W | Preferred |
| | FIRE SAFETY SPECIALIST 1 | V | Preferred |
| 338999 | FIRE SAFETY SPECIALIST 1 | W | Preferred |
| 122162 | FIRE SAFETY SPECIALIST 1 | W | Preferred |
| 494182 | FIRE SAFETY SPECIALIST 1 | W | Preferred |
| 449081 | FIRE SAFETY SPECIALIST 1 | W | Preferred |
| 117828 | FIRE SAFETY SPECIALIST 1 | W | Preferred |
| | FIRE SAFETY SPECIALIST 1 | V | Preferred |
| 356715 | FIRE SAFETY SPECIALIST 1 | W | Preferred |
| 160961 | FIRE SAFETY SPECIALIST 1 | W | Preferred |
| 434855 | FIRE SAFETY SPECIALIST 1 | W | Preferred |
| 106403 | FIRE SAFETY SPECIALIST 1 | O | Preferred |
| 467421 | FIRE SAFETY SPECIALIST 1 | W | Preferred |
| 438000 | FIRE SAFETY SPECIALIST 1 | W | Preferred |
| 464815 | FIRE SAFETY SPECIALIST 1 | W | Preferred |
| 464856 | FIRE SAFETY SPECIALIST 1 | W | Preferred |
| 114308 | FIRE INVESTIGATOR 3 | W | Preferred |
| | FIRE INVESTIGATIONS DIRECTOR | V | Executive |
| 145976 | FIRE INVESTIGATOR SUPERVISOR | W | Preferred |
| 119685 | FIRE INVESTIGATOR SUPERVISOR | W | Preferred |
| 105818 | SECRETARY | W | Preferred |
| | FIRE INVESTIGATOR 3 | V | Preferred |
| 427918 | FIRE INVESTIGATOR 3 | W | Preferred |
| 125976 | FIRE INVESTIGATOR 3 | W | Preferred |
| 394295 | ADMIN SERVICES ASSISTANT 3 | O | Preferred |
| 453869 | FIRE INVESTIGATOR 3 | W | Preferred |
| 136020 | FIRE INVESTIGATOR SUPERVISOR | W | Preferred |
| 453131 | EQUIPMENT MECHANIC 1 | W | Preferred |
| 128844 | SECRETARY | W | Preferred |
| 243125 | FIRE INVESTIGATOR 3 | W | Preferred |
| 101137 | FIRE INVESTIGATOR 3 | W | Preferred |
| | FIRE INVESTIGATOR TRAINING SPC | V | Preferred |
| 142372 | FIRE INVESTIGATOR 3 | W | Preferred |
| | FIRE INVESTIGATOR TRAINING SPC | V | Preferred |
| 122804 | FIRE INVESTIGATOR 3 | B | Preferred |
| 427917 | FIRE INVESTIGATOR 3 | W | Preferred |
| 146128 | FIRE INVESTIGATOR 3 | W | Preferred |
| | SECRETARY | V | Preferred |
| 335484 | FIRE INVESTIGATOR 3 | W | Preferred |
| | FIRE INVESTIGATOR TRAINING SPC | V | Preferred |
| 427916 | FIRE INVESTIGATOR 3 | W | Preferred |
| | FIRE INVESTIGATOR TRAINING SPC | V | Preferred |
| 427914 | FIRE INVESTIGATOR 3 | W | Preferred |
| 160944 | ELECTRICAL INSPECTOR LEAD | W | Preferred |
| 441609 | FIRE SAFETY SPEC SUPERVISOR | W | Preferred |

| | | | |
|--------|--------------------------------|---|-----------|
| 124653 | ADMIN SERVICES ASSISTANT 2* | W | Preferred |
| 447641 | ELECTRICAL INSPECTOR 1 | W | Preferred |
| 139578 | FIRE PREV INSP PER LIC DIR | W | Executive |
| 483258 | ELECTRICAL INSPECTOR 2 | W | Preferred |
| 445206 | ELECTRICAL INSPECTOR 2 | W | Preferred |
| 136772 | ADMIN SERVICES ASSISTANT 2* | W | Preferred |
| 422455 | CLERK 3 | B | Preferred |
| 472743 | CLERK 3 | W | Preferred |
| 125638 | ADMIN SERVICES ASSISTANT 4 | W | Preferred |
| 486385 | ADMIN SERVICES ASSISTANT 2* | B | Preferred |
| 100217 | ADMIN SECRETARY | W | Preferred |
| 457796 | ADMIN SERVICES ASSISTANT 2* | W | Preferred |
| 425730 | ADMIN SERVICES ASSISTANT 2* | W | Preferred |
| 106216 | MFD HOME INSPECTOR 2* | W | Preferred |
| 111076 | MFD HOME INSPECTOR 2* | W | Preferred |
| 131605 | MFD HOME INSPECTOR 2* | B | Preferred |
| 425729 | ADMIN SERVICES ASSISTANT 2* | W | Preferred |
| 135224 | ADMIN SERVICES ASSISTANT 2* | W | Preferred |
| 486024 | ADMIN SERVICES ASSISTANT 2* | W | Preferred |
| 104729 | MFD HOME INSPECTOR MANAGER | W | Preferred |
| 428480 | MFD & MODULAR HOUSING DIRECTOR | W | Executive |
| 410557 | ADMIN SERVICES ASSISTANT 2* | W | Preferred |
| 131417 | MFD HOME INSPECTOR MANAGER | W | Preferred |
| 362480 | MFD HOME INSPECTOR 2* | W | Preferred |
| 119781 | MFD HOME INSPECTOR 2* | W | Preferred |
| 117337 | MFD HOME INSPECTOR 2* | W | Preferred |
| 119691 | MFD HOME INSPECTOR 2* | W | Preferred |
| 444013 | MFD HOME INSPECTOR 2* | W | Preferred |
| 117721 | MFD HOME INSPECTOR 2* | W | Preferred |
| 454747 | MFD HOME INSPECTOR 2* | W | Preferred |
| 161855 | MFD HOME INSPECTOR 2* | W | Preferred |
| | MFD HOME INSPECTOR 2* | V | Preferred |
| 110422 | MFD HOME INSPECTOR 2* | W | Preferred |
| 489046 | MFD HOME INSPECTOR 2* | W | Preferred |
| 491066 | MFD HOME INSPECTOR 2* | W | Preferred |
| 474612 | MFD HOME INSPECTOR 2* | W | Preferred |
| 465020 | FIRE FIGHTING COMMISSION COOR | B | Preferred |
| 419898 | REG BOARD ADMIN ASST 1 | W | Preferred |
| 150902 | REG BOARD EXECUTIVE DIRECTOR | W | Executive |
| 245006 | BOARD MEMBER | W | Executive |
| 406352 | BOARD MEMBER | W | Executive |
| 406343 | BOARD MEMBER | W | Executive |
| 475808 | BOARD MEMBER | W | Executive |
| 474112 | BOARD MEMBER | W | Executive |
| 336347 | BOARD MEMBER | W | Executive |
| 441416 | BOARD MEMBER | W | Executive |
| 117349 | BOARD MEMBER | W | Executive |

| | | | |
|--------|-------------------------------|-----|-----------|
| 483610 | BOARD MEMBER | W | Executive |
| | FIRE FIGHTING COMMISSION COOR | V | Preferred |
| | FIRE FIGHTING COMMISSION COOR | V | Preferred |
| 132050 | ASSISTANT COMMISSIONER 2 | W | Executive |
| 441404 | ADMIN ASSISTANT 3 | W | Executive |
| | ADMIN ASSISTANT 3 | V | Executive |
| 158291 | TENNCARE EXAMINER | B | Executive |
| 132653 | TENNCARE EXAMINER | W | Executive |
| 112632 | TENNCARE EXAMINER | W | Executive |
| 479567 | TENNCARE EXAMINER | W | Executive |
| 109004 | TENNCARE EXAMINER | B | Executive |
| 432408 | TENNCARE EXAMINER | W | Executive |
| 107757 | TENNCARE EXAMINER | W | Executive |
| 118875 | TENNCARE EXAMINER | W | Executive |
| 110253 | TENNCARE EXAMINATION DIRECTOR | W | Executive |
| 161580 | ADMIN SERVICES ASSISTANT 4 | W | Executive |
| | TENNCARE EXAMINATION MANAGER | V | Executive |
| 158505 | TENNCARE EXAMINATION MANAGER | B | Executive |
| 128846 | TENNCARE EXAMINATION MANAGER | W | Executive |
| 462567 | INVESTOR EDUCATION DIRECTOR | W | Executive |
| 449345 | INSURANCE FRAUD INV MANAGER | B | Preferred |
| 480928 | INSURANCE FRAUD INV 2* | W | Preferred |
| 451118 | INSURANCE FRAUD INV 2* | B | Preferred |
| 405652 | INSURANCE FRAUD INV 3 | B | Preferred |
| 489065 | SECURITIES DIRECTOR | W | Executive |
| | SECURITIES EXAMINER 2* | V | Preferred |
| 496440 | ADMIN SERVICES ASSISTANT 2* | B | Preferred |
| 473618 | ADMIN SERVICES ASSISTANT 3 | W | Preferred |
| 468827 | SECURITIES EXAMINER 2* | W | Preferred |
| 334767 | ASSISTANT COMMISSIONER 2 | W | Executive |
| 445575 | SECURITIES EXAMINER 2* | W | Preferred |
| 153913 | SECURITIES EXAMINER 3 | W | Preferred |
| 455072 | SECURITIES DIRECTOR | W | Executive |
| 375748 | ADMIN ASSISTANT 2 | W | Preferred |
| 130628 | SECURITIES EXAMINER 3 | W | Preferred |
| 453077 | SECURITIES EXAMINER 3 | A | Preferred |
| | ACCOUNTING TECHNICIAN 1 | V | Preferred |
| 122455 | SECURITIES EXAMINER 3 | W | Preferred |
| 416635 | SECURITIES EXAMINER 2* | W | Preferred |
| | ADMIN SERVICES ASSISTANT 3 | V | Executive |
| 100699 | SECURITIES EXAMINER 2* | H/L | Preferred |
| 141639 | SECURITIES EXAMINER 2* | B | Preferred |
| 480933 | INSURANCE FRAUD INV 2* | B | Preferred |
| | INSURANCE FRAUD INV 3 | V | Preferred |
| 420939 | SECURITIES EXAMINER 2* | B | Preferred |
| 432418 | ADMIN SERVICES ASSISTANT 4 | W | Executive |
| 484365 | CONSUMER PROTECTION DIRECTOR | W | Executive |

| | | | |
|--------|-------------------------------|----|-----------|
| 131833 | ADMIN SERVICES ASSISTANT 2* | B | Preferred |
| 407530 | CONSUMER PROTECTION SPEC 2* | B | Preferred |
| 440018 | ADMIN SERVICES ASSISTANT 3 | B | Preferred |
| 412588 | ADMIN SERVICES ASSISTANT 3 | W | Executive |
| 409115 | EXECUTIVE ADMIN ASSISTANT 2 | W | Executive |
| 490536 | CONSUMER PROTECTION SPEC 2* | B | Preferred |
| | ADMIN SERVICES ASSISTANT 2* | V | Preferred |
| | LICENSING TECHNICIAN | V | Preferred |
| 488579 | ADMIN SERVICES ASSISTANT 4 | W | Executive |
| | CONSUMER PROTECTION SPEC 2* | V | Preferred |
| | CONSUMER PROTECTION SPEC 2* | V | Preferred |
| | FIRE & CODES ACADEMY EXEC DIR | V | Executive |
| 147914 | ADMIN SERVICES ASSISTANT 3 | W | Preferred |
| 426197 | ADMIN SERVICES MANAGER | NA | Preferred |
| 126708 | ADMIN SERVICES ASSISTANT 3 | W | Preferred |
| 135930 | ADMIN SECRETARY | W | Preferred |
| 131061 | ADMIN SERVICES ASSISTANT 3 | W | Preferred |
| 434845 | ADMIN SERVICES ASSISTANT 2* | W | Preferred |
| 369471 | TRAINING OFFICER 1 | W | Preferred |
| 132003 | FACILITIES MANAGER 2 | W | Preferred |
| 117695 | FACILITIES SUPERVISOR | W | Preferred |
| 105230 | BUILDING MAINTENANCE WORKER 3 | W | Preferred |
| 117895 | PROCUREMENT OFFICER 1 | W | Preferred |
| 112665 | FIRE SERVICE PROGRAM DIRECTOR | W | Preferred |
| 106010 | FIRE SERVICE INSTRUCTOR SUPV | W | Preferred |
| 105434 | FIRE SERVICE INSTRUCTOR 1 | W | Preferred |
| 155203 | ADMIN SERVICES ASSISTANT 2* | W | Preferred |
| 102379 | FIRE SERVICE INSTRUCTOR 1 | W | Preferred |
| 148791 | FIRE SERVICE INSTRUCTOR 1 | W | Preferred |
| 156972 | FIRE SERVICE INSTRUCTOR 1 | W | Preferred |
| 488159 | FIRE SERVICE INSTRUCTOR 1 | B | Preferred |
| 468411 | FIRE SERVICE INSTRUCTOR 1 | W | Preferred |
| 177861 | FIRE SERVICE INSTRUCTOR 1 | W | Preferred |
| 475816 | FIRE SERVICE INSTRUCTOR 1 | W | Preferred |
| 150583 | FIRE SERVICE INSTRUCTOR 1 | W | Preferred |
| 105978 | FIRE SERVICE INSTRUCTOR 1 | W | Preferred |
| 111585 | FIRE SERVICE INSTRUCTOR 1 | W | Preferred |
| 468407 | FIRE SERVICE INSTRUCTOR 1 | W | Preferred |
| 452910 | FIRE SERVICE INSTRUCTOR 1 | W | Preferred |
| 100799 | FIRE SERVICE INSTRUCTOR 1 | W | Preferred |
| 428747 | FIRE SERVICE INSTRUCTOR 1 | W | Preferred |
| 468416 | FIRE SERVICE INSTRUCTOR 1 | W | Preferred |
| 110750 | FIRE SERVICE INSTRUCTOR 1 | W | Preferred |
| 130015 | FIRE SERVICE INSTRUCTOR 1 | W | Preferred |
| 452963 | FIRE SERVICE INSTRUCTOR 1 | W | Preferred |
| 356269 | FIRE SERVICE INSTRUCTOR 1 | W | Preferred |
| 115329 | FIRE SERVICE INSTRUCTOR 1 | W | Preferred |

| | | | |
|--------|---------------------------|---|-----------|
| 484672 | FIRE SERVICE INSTRUCTOR 1 | W | Preferred |
| 356640 | FIRE SERVICE INSTRUCTOR 1 | W | Preferred |
| 124728 | FIRE SERVICE INSTRUCTOR 1 | W | Preferred |
| 452959 | FIRE SERVICE INSTRUCTOR 1 | W | Preferred |
| 135602 | FIRE SERVICE INSTRUCTOR 1 | W | Preferred |
| | FIRE SERVICE INSTRUCTOR 1 | V | Preferred |
| 428749 | FIRE SERVICE INSTRUCTOR 1 | W | Preferred |
| 114273 | FIRE SERVICE INSTRUCTOR 1 | W | Preferred |
| 144058 | FIRE SERVICE INSTRUCTOR 1 | W | Preferred |
| 429087 | FIRE SERVICE INSTRUCTOR 1 | W | Preferred |
| 452912 | FIRE SERVICE INSTRUCTOR 1 | W | Preferred |
| 136312 | FIRE SERVICE INSTRUCTOR 1 | W | Preferred |
| 469923 | FIRE SERVICE INSTRUCTOR 1 | W | Preferred |
| 451486 | FIRE SERVICE INSTRUCTOR 1 | W | Preferred |
| 486520 | FIRE SERVICE INSTRUCTOR 1 | W | Preferred |
| 125467 | FIRE SERVICE INSTRUCTOR 1 | W | Preferred |
| 448424 | FIRE SERVICE INSTRUCTOR 1 | W | Preferred |
| 101652 | FIRE SERVICE INSTRUCTOR 1 | W | Preferred |
| 141095 | FIRE SERVICE INSTRUCTOR 1 | W | Preferred |
| 100470 | FIRE SERVICE INSTRUCTOR 1 | W | Preferred |
| 114430 | FIRE SERVICE INSTRUCTOR 1 | W | Preferred |
| 484675 | FIRE SERVICE INSTRUCTOR 1 | W | Preferred |
| 150698 | FIRE SERVICE INSTRUCTOR 1 | W | Preferred |
| 119661 | FIRE SERVICE INSTRUCTOR 1 | W | Preferred |
| 484643 | FIRE SERVICE INSTRUCTOR 1 | W | Preferred |
| 148770 | FIRE SERVICE INSTRUCTOR 1 | W | Preferred |
| 140348 | FIRE SERVICE INSTRUCTOR 1 | W | Preferred |
| 453479 | FIRE SERVICE INSTRUCTOR 2 | W | Preferred |
| 484663 | FIRE SERVICE INSTRUCTOR 1 | W | Preferred |
| 126336 | FIRE SERVICE INSTRUCTOR 1 | W | Preferred |
| 143460 | FIRE SERVICE INSTRUCTOR 1 | W | Preferred |
| 127329 | FIRE SERVICE INSTRUCTOR 1 | W | Preferred |
| | FIRE SERVICE INSTRUCTOR 1 | V | Preferred |
| | FIRE SERVICE INSTRUCTOR 1 | V | Preferred |
| 452961 | FIRE SERVICE INSTRUCTOR 1 | W | Preferred |
| 153464 | FIRE SERVICE INSTRUCTOR 1 | W | Preferred |
| 134832 | FIRE SERVICE INSTRUCTOR 1 | W | Preferred |
| | FIRE SERVICE INSTRUCTOR 1 | V | Preferred |
| | FIRE SERVICE INSTRUCTOR 1 | V | Preferred |
| 121794 | FIRE SERVICE INSTRUCTOR 1 | W | Preferred |
| 107239 | FIRE SERVICE INSTRUCTOR 1 | W | Preferred |
| 139589 | FIRE SERVICE INSTRUCTOR 1 | W | Preferred |
| 149428 | FIRE SERVICE INSTRUCTOR 1 | W | Preferred |
| 141638 | FIRE SERVICE INSTRUCTOR 1 | W | Preferred |
| | FIRE SERVICE INSTRUCTOR 1 | V | Preferred |
| 156123 | FIRE SERVICE INSTRUCTOR 1 | W | Preferred |
| | FIRE SERVICE INSTRUCTOR 1 | V | Preferred |

| | | | |
|--------|--------------------------------|---|-----------|
| 448481 | FIRE SERVICE INSTRUCTOR 1 | W | Preferred |
| | FIRE SERVICE INSTRUCTOR 1 | V | Preferred |
| 395131 | FIRE SERVICE INSTRUCTOR 1 | W | Preferred |
| 105032 | FIRE SERVICE INSTRUCTOR 1 | W | Preferred |
| | FIRE SERVICE INSTRUCTOR 1 | V | Preferred |
| 434418 | FIRE SERVICE INSTRUCTOR 1 | W | Preferred |
| 145340 | FIRE SERVICE INSTRUCTOR 1 | W | Preferred |
| | FIRE SERVICE INSTRUCTOR 1 | V | Preferred |
| 163417 | FIRE SERVICE INSTRUCTOR 1 | W | Preferred |
| 192728 | FIRE SERVICE INSTRUCTOR 1 | W | Preferred |
| 417763 | FIRE SERVICE INSTRUCTOR 2 | W | Preferred |
| 448785 | FIRE SERVICE INSTRUCTOR 2 | W | Preferred |
| 161021 | FIRE SERVICE INSTRUCTOR 2 | W | Preferred |
| 368349 | FIRE SERVICE INSTRUCTOR 2 | W | Preferred |
| 392224 | CODES ENFORCEMENT PROGRAM DIR | W | Preferred |
| 448061 | CODES ENFORCEMENT INSTRUCTOR 5 | W | Preferred |
| 226266 | CODES ENFORCEMENT INSTRUCTOR 2 | W | Preferred |
| 395111 | CODES ENFORCEMENT INSTRUCTOR 1 | W | Preferred |
| 452909 | CODES ENFORCEMENT INSTRUCTOR 1 | W | Preferred |
| 434428 | CODES ENFORCEMENT INSTRUCTOR 1 | W | Preferred |
| 468396 | CODES ENFORCEMENT INSTRUCTOR 1 | W | Preferred |
| 468348 | CODES ENFORCEMENT INSTRUCTOR 1 | W | Preferred |
| 438021 | CODES ENFORCEMENT INSTRUCTOR 1 | W | Preferred |
| | CODES ENFORCEMENT INSTRUCTOR 2 | V | Preferred |
| 264250 | CODES ENFORCEMENT INSTRUCTOR 1 | W | Preferred |
| 469409 | CODES ENFORCEMENT INSTRUCTOR 1 | W | Preferred |
| 163053 | CODES ENFORCEMENT INSTRUCTOR 1 | W | Preferred |
| | CODES ENFORCEMENT INSTRUCTOR 1 | V | Preferred |
| 472221 | CODES ENFORCEMENT INSTRUCTOR 1 | W | Preferred |
| | CODES ENFORCEMENT INSTRUCTOR 1 | V | Preferred |
| 290029 | CODES ENFORCEMENT INSTRUCTOR 1 | W | Preferred |
| 409876 | ADMIN SERVICES ASSISTANT 3 | W | Preferred |
| 452793 | TECB ASST DIR/LEGAL COUNSEL | W | Executive |
| 341939 | EMER COM BOARD EXEC DIRECTOR | W | Executive |
| 139870 | EXECUTIVE ADMIN ASSISTANT 1 | B | Executive |
| 415708 | EXECUTIVE ADMIN ASSISTANT 2 | W | Executive |
| | TECB TRAINING COORDINATOR | V | Executive |
| 133583 | AUDITOR 4 | O | Executive |
| | ACCOUNTING TECHNICIAN 2 | V | Preferred |
| 105153 | ADMIN SERVICES ASSISTANT 3 | W | Preferred |
| 154832 | FISCAL DIRECTOR 1 | W | Executive |
| 388468 | TECB E-911 TECHNOLOGY CONS | W | Executive |
| 373164 | ASSISTANT COMMISSIONER 2 | W | Executive |
| 492288 | ADMIN SERVICES MANAGER | W | Executive |
| 448948 | REG BOARD ADMIN ASST 1 | W | Preferred |
| 432456 | REG BOARD ADMIN ASST 1 | W | Preferred |
| 407522 | ADMIN SECRETARY | W | Preferred |

| | | | |
|--------|--------------------------------|---|-----------|
| 475839 | REG BOARD ADMIN ASST 1 | W | Preferred |
| 180824 | REG BOARD ADMIN ASST 2 | B | Preferred |
| 486598 | REG BOARD ADMIN ASST 1 | B | Preferred |
| 158914 | REG BOARD EXECUTIVE DIRECTOR | W | Executive |
| 374420 | DEPUTY COMMISSIONER 1 | W | Executive |
| 475843 | REG BOARD ADMIN ASST 1 | W | Preferred |
| 455653 | FISCAL DIRECTOR 1 | W | Preferred |
| | REG BOARD ADMIN DIRECTOR 2 | V | Executive |
| 432419 | AUDITOR 2* | W | Preferred |
| | REG BOARD ADMIN ASST 1 | V | Preferred |
| 445763 | REG BOARD PROG & POLICY DEV DR | W | Executive |
| 112196 | REG BOARD ADMIN ASST 3 | B | Executive |
| 356661 | ACCOUNTING TECHNICIAN 2 | W | Preferred |
| | AUDITOR 3 | V | Preferred |
| 448427 | EXECUTIVE ADMIN ASSISTANT 2 | W | Executive |
| | AUDITOR 4 | V | Preferred |
| | AUDITOR 2* | V | Preferred |
| 381229 | REG BOARD ACCOUNTING DIRECTOR | W | Executive |
| | ADMIN SERVICES ASSISTANT 4 | V | Preferred |
| 474863 | EXECUTIVE ADMIN ASSISTANT 1 | W | Executive |
| 137252 | MAIL TECHNICIAN 1 | B | Preferred |
| 428485 | REG BOARD ADMIN ASST 2 | B | Preferred |
| 472440 | ATTORNEY 3 | W | Executive |
| | ATTORNEY 3 | V | Executive |
| 487255 | ATTORNEY 3 | W | Executive |
| 470508 | ATTORNEY 3 | W | Executive |
| 363400 | ADMIN SERVICES ASSISTANT 3 | W | Executive |
| 336368 | ATTORNEY 3 | W | Executive |
| | ATTORNEY 3 | V | Executive |
| 343760 | ATTORNEY 3 | W | Executive |
| 125258 | ATTORNEY 3 | B | Executive |
| | ATTORNEY 3 | V | Executive |
| 353053 | ATTORNEY 4 | W | Executive |
| | ADMIN SERVICES ASSISTANT 3 | V | Executive |
| 371759 | ATTORNEY 3 | W | Executive |
| 476677 | ATTORNEY 3 | B | Executive |
| 101519 | ADMIN SERVICES ASSISTANT 3 | W | Executive |
| 454979 | ATTORNEY 3 | W | Executive |
| 164287 | ATTORNEY 3 | W | Executive |
| 455482 | ATTORNEY 3 | W | Executive |
| 427824 | ADMIN SERVICES ASSISTANT 4 | W | Executive |
| 109950 | LEGAL SERVICES DIRECTOR | W | Executive |
| 350215 | ADMIN SERVICES ASSISTANT 3 | W | Executive |
| 115472 | ADMIN SERVICES ASSISTANT 3 | W | Executive |
| 422439 | ADMIN SERVICES ASSISTANT 3 | W | Executive |
| 485702 | ATTORNEY 3 | W | Executive |
| 101863 | ATTORNEY 3 | A | Executive |

| | | | |
|--------|--------------------------------|-----|-----------|
| 344209 | ATTORNEY 4 | W | Executive |
| 141501 | REG BOARD ADMIN ASST 3 | W | Preferred |
| 454595 | REG BOARD ADMIN ASST 3 | W | Preferred |
| | REG BOARD ADMIN MANAGER | V | Executive |
| 466513 | REG BOARD ADMIN ASST 3 | W | Preferred |
| 159551 | REG BOARD INVESTIGATOR | W | Preferred |
| 287556 | REG BOARD EXECUTIVE DIRECTOR | W | Executive |
| 425731 | REG BOARD INVESTIGATOR | W | Preferred |
| 138693 | REG BOARD INVESTIGATOR | W | Preferred |
| 420469 | REG BOARD INVESTIGATOR | W | Preferred |
| 424368 | REG BOARD INVESTIGATOR | W | Preferred |
| 111765 | REG BOARD INVESTIGATOR | W | Preferred |
| 131322 | REG BOARD INVESTIGATOR | W | Preferred |
| 139318 | REG BOARD INVESTIGATOR | W | Preferred |
| | REG BOARD EXECUTIVE DIRECTOR | V | Executive |
| 120184 | REG BOARD ADMIN MANAGER | W | Preferred |
| 439715 | REG BOARD INVESTIGATOR | W | Preferred |
| 100182 | REG BOARD ADMIN ASST 2 | W | Preferred |
| 448556 | REG BOARD INVESTIGATOR | W | Preferred |
| | REG BOARD INVESTIGATOR | V | Preferred |
| 436996 | REG BOARD INVESTIGATOR | W | Preferred |
| 136245 | REG BOARD INVESTIGATOR | B | Preferred |
| 154099 | REG BOARD INVESTIGATOR | W | Preferred |
| 145802 | REG BOARD INVESTIGATOR | W | Preferred |
| 441676 | REG BOARD INVESTIGATOR | W | Preferred |
| 128819 | REG BOARD INVESTIGATOR | W | Preferred |
| 419768 | REG BOARD FIELD REPRESENTATIVE | H/L | Preferred |
| 404570 | REG BOARD FIELD REPRESENTATIVE | W | Preferred |
| 449082 | REG BOARD FIELD REPRESENTATIVE | O | Preferred |
| 130373 | REG BOARD INVESTIGATOR | W | Preferred |
| 161611 | REG BOARD FIELD REPRESENTATIVE | W | Preferred |
| 125488 | REG BOARD INVESTIGATOR | W | Preferred |
| | REG BOARD FIELD REPRESENTATIVE | V | Preferred |
| 139575 | REG BOARD INVESTIGATOR | W | Preferred |
| 455986 | BOARD MEMBER | B | Executive |
| 343380 | BOARD MEMBER | W | Executive |
| 455995 | BOARD MEMBER | W | Executive |
| | BOARD MEMBER | V | Executive |
| 469242 | BOARD MEMBER | W | Executive |
| 365587 | BOARD MEMBER | W | Executive |
| 475262 | BOARD MEMBER | W | Executive |
| 441314 | BOARD MEMBER | W | Executive |
| 480080 | BOARD MEMBER | W | Executive |
| 406835 | BOARD MEMBER | W | Executive |
| 395180 | BOARD MEMBER | W | Executive |
| 484105 | REG BOARD ADMIN ASST 2 | W | Preferred |
| 424079 | REG BOARD ADMIN ASST 2 | W | Preferred |

| | | | |
|--------|--------------------------------|---|-----------|
| 443500 | REG BOARD ADMIN ASST 2 | W | Preferred |
| 456151 | REG BOARD EXECUTIVE DIRECTOR | W | Executive |
| 389966 | ADMIN SERVICES ASSISTANT 4 | W | Preferred |
| | ACCOUNTANCY BOARD INVESTIGATOR | V | Executive |
| 226954 | ACCOUNTANCY BOARD INVESTIGATOR | W | Executive |
| 105910 | REG BOARD ADMIN ASST 2 | W | Preferred |
| 149818 | BOARD MEMBER | W | Executive |
| 365581 | BOARD MEMBER | W | Executive |
| 147099 | BOARD MEMBER | A | Executive |
| 406877 | BOARD MEMBER | W | Executive |
| 484121 | BOARD MEMBER | W | Executive |
| | BOARD MEMBER | V | Executive |
| 152419 | REG BOARD EXECUTIVE DIRECTOR | W | Executive |
| 469899 | BOARD MEMBER | W | Executive |
| 149751 | REG BOARD ADMIN ASST 2 | W | Preferred |
| 129776 | REG BOARD ADMIN MANAGER | B | Preferred |
| 481588 | BOARD MEMBER | W | Executive |
| 390254 | REG BOARD ADMIN ASST 2 | B | Preferred |
| 406366 | BOARD MEMBER | W | Executive |
| 108639 | REG BOARD ADMIN ASST 2 | W | Preferred |
| 395178 | BOARD MEMBER | W | Executive |
| 406873 | BOARD MEMBER | W | Executive |
| 421414 | BOARD MEMBER | W | Executive |
| 399426 | REG BOARD ADMIN ASST 1 | W | Preferred |
| | REG BOARD ADMIN ASST 2 | V | Preferred |
| 373837 | COMMISSION MEMBER | W | Executive |
| 142147 | COMMISSION MEMBER | W | Executive |
| 406828 | COMMISSION MEMBER | W | Executive |
| 431817 | COMMISSION MEMBER | W | Preferred |
| 106343 | COMMISSION MEMBER | W | Executive |
| 146776 | COMMISSION MEMBER | W | Executive |
| 104296 | COMMISSION MEMBER | B | Executive |
| 429751 | COMMISSION MEMBER | W | Preferred |
| 428021 | COMMISSION MEMBER | W | Preferred |
| 412345 | REG BOARD ADMIN ASST 2 | B | Preferred |
| 389430 | COMMISSION MEMBER | W | Preferred |
| | COMMISSION MEMBER | V | Preferred |
| 388123 | COMMISSION MEMBER | W | Preferred |
| 168501 | COMMISSION MEMBER | W | Preferred |
| 482236 | COMMISSION MEMBER | W | Preferred |
| 388450 | COMMISSION MEMBER | W | Preferred |
| 134493 | COMMISSION MEMBER | W | Preferred |
| | COMMISSION MEMBER | V | Preferred |
| 441401 | COMMISSION MEMBER | W | Preferred |
| 126118 | REG BOARD ADMIN DIRECTOR 1 | W | Preferred |
| | REG BOARD ADMIN ASST 2 | V | Preferred |
| 428049 | BOARD MEMBER | W | Executive |

| | | |
|---------------------------------------|-----|-----------|
| 438422 BOARD MEMBER | W | Executive |
| 434697 BOARD MEMBER | W | Executive |
| 460684 BOARD MEMBER | W | Executive |
| 157318 BOARD MEMBER | W | Executive |
| 379859 REG BOARDS CENTRAL PROGRAM DIR | H/L | Executive |
| 409651 BOARD MEMBER | W | Executive |
| 438415 BOARD MEMBER | B | Executive |
| 441303 BOARD MEMBER | W | Executive |
| 438335 BOARD MEMBER | B | Executive |
| 421415 BOARD MEMBER | W | Executive |
| 112271 REG BOARD ADMIN MANAGER | W | Preferred |
| 186507 REG BOARD ADMIN ASST 2 | B | Preferred |
| 443365 REG BOARD ADMIN ASST 2 | W | Preferred |
| 470484 REG BOARD ADMIN ASST 2 | B | Preferred |
| 435189 REG BOARD ADMIN ASST 2 | B | Preferred |
| 475877 REG BOARD ADMIN ASST 2 | W | Preferred |
| 123417 REG BOARD ADMIN ASST 2 | W | Preferred |
| 432133 BOARD MEMBER | W | Executive |
| BOARD MEMBER | V | Executive |
| BOARD MEMBER | V | Executive |
| BOARD MEMBER | V | Executive |
| 485107 REG BOARD ADMIN ASST 2 | B | Preferred |
| 343856 BOARD MEMBER | W | Executive |
| 452491 BOARD MEMBER | W | Executive |
| 132883 BOARD MEMBER | B | Executive |
| 113494 BOARD MEMBER | W | Executive |
| 140762 BOARD MEMBER | W | Executive |
| 124154 BOARD MEMBER | W | Executive |
| 117970 REG BOARD EXECUTIVE DIRECTOR | W | Executive |
| 102799 REG BOARD ADMIN ASST 3 | W | Preferred |
| 385691 AUDITOR 3 | W | Preferred |
| 136697 REG BOARD ADMIN ASST 1 | B | Preferred |
| 158331 BOARD MEMBER | W | Executive |
| 148628 REG BOARD ADMIN ASST 2 | B | Preferred |
| 127068 BOARD MEMBER | W | Executive |
| 132124 BOARD MEMBER | W | Executive |
| 121728 BOARD MEMBER | W | Executive |
| 134263 BOARD MEMBER | W | Executive |
| 122887 REG BOARD ADMIN ASST 2 | B | Preferred |
| REG BOARD ADMIN ASST 1 | V | Preferred |
| 370076 AUDITOR 3 | W | Preferred |
| 117177 BOARD MEMBER | B | Executive |
| 338942 BOARD MEMBER | W | Executive |
| 336349 BOARD MEMBER | W | Executive |
| 107141 REG BOARD ADMIN MANAGER | W | Preferred |
| 407918 REG BOARD ADMIN ASST 1 | W | Preferred |
| REG BOARD ADMIN ASST 2 | V | Preferred |

| | | | |
|--------|-------------------------------|---|-----------|
| 380788 | COMMISSION MEMBER | W | Executive |
| | COMMISSION MEMBER | V | Preferred |
| 441397 | COMMISSION MEMBER | W | Preferred |
| 345988 | COMMISSION MEMBER | W | Executive |
| | COMMISSION MEMBER | V | Preferred |
| 467906 | COMMISSION MEMBER | W | Preferred |
| | COMMISSION MEMBER | V | Preferred |
| 485165 | COMMISSION MEMBER | W | Preferred |
| 486062 | COMMISSION MEMBER | W | Preferred |
| 128191 | COMMISSION MEMBER | B | Preferred |
| 155482 | COMMISSION MEMBER | W | Executive |
| 117110 | REG BOARD EXECUTIVE DIRECTOR | W | Executive |
| 159899 | REG BOARD ADMIN ASST 2 | W | Preferred |
| 474671 | REG BOARD ADMIN ASST 2 | B | Preferred |
| 339910 | COMMISSION MEMBER | B | Preferred |
| 369554 | COMMISSION MEMBER | W | Preferred |
| 456239 | COMMISSION MEMBER | W | Preferred |
| 487243 | COMMISSION MEMBER | W | Preferred |
| 119363 | REG BOARD ADMIN MANAGER | W | Preferred |
| 341961 | COMMISSION MEMBER | W | Executive |
| 445219 | REG BOARD ADMIN ASST 2 | B | Preferred |
| 496447 | REG BOARD ADMIN ASST 2 | W | Preferred |
| 139271 | REG BOARD ADMIN ASST 3 | W | Preferred |
| 476406 | REG BOARD ADMIN ASST 2 | W | Preferred |
| 442983 | COMMISSION MEMBER | W | Preferred |
| 437021 | COMMISSION MEMBER | W | Preferred |
| 395184 | COMMISSION MEMBER | W | Preferred |
| 479605 | COMMISSION MEMBER | W | Preferred |
| 459765 | COMMISSION MEMBER | W | Preferred |
| 459761 | COMMISSION MEMBER | W | Preferred |
| 495188 | REG BOARD ADMIN ASST 2 | W | Preferred |
| 128061 | REG BOARD ADMIN DIRECTOR 1 | W | Executive |
| 113826 | LICENSING TECHNICIAN | B | Preferred |
| 421405 | COMMISSION MEMBER | W | Preferred |
| 464061 | COMMISSION MEMBER | B | Preferred |
| 467569 | REG BOARD ADMIN ASST 2 | B | Preferred |
| 489051 | REG BOARD ADMIN ASST 2 | B | Preferred |
| 430998 | REG BOARD ADMIN ASST 2 | W | Preferred |
| 418505 | AUDITOR 2* | B | Preferred |
| 428015 | COMMISSION MEMBER | W | Preferred |
| 388168 | COMMISSION MEMBER | W | Preferred |
| | REG BOARD EXECUTIVE DIRECTOR | V | Executive |
| 450841 | REG BOARD ADMIN MANAGER | W | Preferred |
| 475651 | REG BOARD ADMIN ASST 2 | W | Preferred |
| 497774 | REG BOARD ADMIN ASST 2 | B | Preferred |
| | AUDITOR 3 | V | Preferred |
| | ATHLETIC COMMISSION INSPECTOR | V | Preferred |

| | | |
|---------------------------------------|---|-----------|
| ATHLETIC COMMISSION INSPECTOR | V | Preferred |
| ATHLETIC COMMISSION INSPECTOR | V | Preferred |
| ATHLETIC COMMISSION INSPECTOR | V | Preferred |
| ATHLETIC COMMISSION INSPECTOR | V | Preferred |
| ATHLETIC COMMISSION INSPECTOR | V | Preferred |
| ATHLETIC COMMISSION INSPECTOR | V | Preferred |
| ATHLETIC COMMISSION INSPECTOR | V | Preferred |
| ATHLETIC COMMISSION INSPECTOR | V | Preferred |
| ATHLETIC COMMISSION INSPECTOR | V | Preferred |
| ATHLETIC COMMISSION INSPECTOR | V | Preferred |
| ATHLETIC COMMISSION INSPECTOR | V | Preferred |
| ATHLETIC COMMISSION INSPECTOR | V | Preferred |
| ATHLETIC COMMISSION INSPECTOR | V | Preferred |
| ATHLETIC COMMISSION INSPECTOR | V | Preferred |
| 105541 REG BOARD INVESTIGATOR | W | Preferred |
| REG BOARD FIELD REPRESENTATIVE | V | Preferred |
| 156799 REG BOARD FIELD REPRESENTATIVE | W | Preferred |
| 377661 REG BOARD ADMIN MANAGER | B | Preferred |
| 469686 BOARD MEMBER | W | Executive |
| 424831 BOARD MEMBER | W | Executive |
| 341778 BOARD MEMBER | W | Executive |
| BOARD MEMBER | V | Executive |
| 449030 BOARD MEMBER | W | Executive |
| 122760 REG BOARD EXECUTIVE DIRECTOR | W | Executive |
| 104853 LICENSING TECHNICIAN | W | Preferred |
| 469233 BOARD MEMBER | W | Executive |
| 469676 BOARD MEMBER | B | Executive |
| 127531 REG BOARD FIELD REPRESENTATIVE | W | Preferred |
| 395183 BOARD MEMBER | W | Executive |
| 486426 BOARD MEMBER | W | Executive |
| 347075 BOARD MEMBER | W | Executive |
| 421355 BOARD MEMBER | W | Executive |
| 408430 REG BOARD ADMIN MANAGER | W | Preferred |
| 397118 REG BOARD ADMIN ASST 2 | W | Preferred |
| 144558 REG BOARD ADMIN ASST 3 | W | Preferred |
| LICENSING TECHNICIAN | V | Preferred |
| REG BOARD ADMIN ASST 2 | V | Preferred |
| 425201 BOARD MEMBER | W | Executive |
| 390791 BOARD MEMBER | W | Executive |
| 104350 BOARD MEMBER | W | Executive |
| 441336 BOARD MEMBER | W | Executive |
| 390259 BOARD MEMBER | W | Executive |
| 123657 BOARD MEMBER | W | Executive |
| 368989 BOARD MEMBER | W | Executive |
| 142466 BOARD MEMBER | W | Executive |
| 498209 REG BOARD ADMIN ASST 2 | W | Preferred |
| 117663 REG BOARD ADMIN ASST 2 | W | Preferred |

| | | |
|--------------------------------------|---|-----------|
| 388597 BOARD MEMBER | W | Executive |
| 406853 BOARD MEMBER | W | Executive |
| 161785 REG BOARD ADMIN ASST 2 | B | Preferred |
| 454594 AUDITOR 3 | W | Preferred |
| 485060 REG BOARD ADMIN ASST 2 | B | Preferred |
| AUDITOR 3 | V | Preferred |
| 147346 AUDITOR 3 | W | Preferred |
| 141701 AUDITOR 3 | W | Preferred |
| 151985 REG BOARD ADMIN MANAGER | W | Preferred |
| 399428 REG BOARD ADMIN ASST 2 | W | Preferred |
| 495462 REG BOARD ADMIN ASST 2 | B | Preferred |
| 104444 REG BOARD EXECUTIVE DIRECTOR | W | Executive |
| 474650 REG BOARD ADMIN ASST 2 | W | Preferred |
| 371480 LICENSING TECHNICIAN | B | Preferred |
| 490598 REG BOARD ADMIN ASST 2 | B | Preferred |
| 113638 REG BOARD ADMIN ASST 2 | W | Preferred |
| 497122 REG BOARD ADMIN ASST 2 | W | Preferred |
| REG BOARD ADMIN ASST 1 | V | Preferred |
| REG BOARD INVESTIGATOR | V | Preferred |
| 413316 REG BOARD ADMIN ASST 3 | W | Preferred |
| REG BOARD FIELD REPRESENTATIVE | V | Preferred |
| REG BOARD ADMIN ASST 2 | V | Preferred |
| 492355 REG BOARD ADMIN ASST 2 | W | Preferred |
| 473344 REG BOARD ADMIN ASST 2 | B | Preferred |
| REG BOARD FIELD REPRESENTATIVE | V | Preferred |
| SECRETARY | V | Preferred |
| LICENSING TECHNICIAN | V | Preferred |
| 428805 REG BOARD ADMIN MANAGER | B | Executive |
| 461698 REG BOARD ADMIN ASST 2 | B | Preferred |
| 485518 REG BOARD ADMIN ASST 3 | W | Preferred |
| REG BOARD ADMIN ASST 2 | V | Preferred |
| REG BOARD ADMIN ASST 1 | V | Preferred |
| 186049 REG BOARD ADMIN ASST 2 | B | Preferred |
| 492358 REG BOARD ADMIN ASST 2 | W | Preferred |
| 485535 REG BOARD ADMIN ASST 2 | B | Preferred |
| 409710 REG BOARD ADMIN ASST 3 | W | Preferred |
| 470777 REG BOARD ADMIN ASST 2 | W | Preferred |
| 497816 REG BOARD ADMIN ASST 2 | W | Preferred |
| REG BOARD ADMIN ASST 2 | V | Preferred |
| 147531 LAW ENF TRNG ACADEMY DIR | W | Executive |
| 137997 ADMIN ASSISTANT 1 | W | Preferred |
| 147410 ADMIN SERVICES ASSISTANT 2* | W | Preferred |
| 462241 ACCOUNT CLERK | W | Preferred |
| 128265 EXECUTIVE ADMIN ASSISTANT 2 | W | Executive |
| 125718 ADMIN ASSISTANT 1 | W | Executive |
| 440837 ADMIN SERVICES ASSISTANT 2* | W | Preferred |
| 117203 LAW ENF TRNG ACADEMY ASST DIR | W | Executive |

| | | | |
|--------|--------------------------------|---|-----------|
| 134561 | LAW ENF TRNG INSTRUCTOR | W | Preferred |
| 146121 | LAW ENF TRNG INSTRUCTOR | B | Preferred |
| 148557 | LAW ENF TRNG ACADEMY ASST DIR | W | Executive |
| 116403 | LAW ENF TRNG INSTRUCTOR SUPV | W | Preferred |
| | LAW ENF TRNG INSTRUCTOR | V | Preferred |
| 359105 | LAW ENF TRNG INSTRUCTOR | W | Preferred |
| 430525 | LAW ENF TRNG INSTRUCTOR | W | Preferred |
| 477516 | LAW ENF TRNG INSTRUCTOR | W | Preferred |
| 362577 | LAW ENF TRNG INSTRUCTOR | W | Preferred |
| | LAW ENF TRNG INSTRUCTOR-PER SP | V | Preferred |
| | LAW ENF TRNG INSTRUCTOR-PER SP | V | Preferred |
| | LAW ENF TRNG INSTRUCTOR-PER SP | V | Preferred |
| 459560 | FOOD SERVICE WORKER | B | Preferred |
| 383425 | COOK 2 | B | Preferred |
| 358853 | FOOD SERVICE SUPERVISOR 1 | B | Preferred |
| 483838 | FOOD SERVICE WORKER | B | Preferred |
| 369496 | COOK 1 | B | Preferred |
| 131106 | FOOD SERVICE WORKER | B | Preferred |
| | COOK 1 | V | Preferred |
| | COOK 2 | V | Preferred |
| 386820 | ADMIN SERVICES ASSISTANT 3 | W | Preferred |
| 145254 | ADMIN SECRETARY | B | Preferred |
| 153911 | ADMIN SERVICES ASSISTANT 2* | W | Preferred |
| 140904 | POST INVESTIGATOR | W | Executive |
| 488558 | LAW ENF TRNG INSTRUCTOR | B | Preferred |
| 114769 | DETENTION FACS MANAGER | W | Preferred |
| 383538 | CORRECTIONS INSTITUTE DIRECTOR | W | Executive |
| 478285 | DETENTION FACS SPECIALIST | W | Preferred |
| 419631 | TRAINING OFFICER 1 | W | Executive |
| 393921 | ADMIN SERVICES ASSISTANT 4 | W | Executive |
| 409096 | CORRECTION INST DEPUTY DIR | W | Executive |
| 450511 | ADMIN SERVICES ASSISTANT 2* | W | Preferred |
| 103277 | DETENTION FACS SPECIALIST | W | Preferred |
| 102831 | DETENTION FACS SPECIALIST | W | Preferred |
| 149093 | DETENTION FACS MANAGER | W | Preferred |
| 122749 | DETENTION FACS SPECIALIST | W | Preferred |
| 231857 | DETENTION FACS SPECIALIST | W | Preferred |
| 419765 | DETENTION FACS SPECIALIST | W | Preferred |
| 445464 | ADMIN SERVICES ASSISTANT 3 | W | Executive |
| 424175 | DETENTION FACS SPECIALIST | W | Preferred |
| 419637 | DETENTION FACS SPECIALIST | B | Preferred |

Appendix F

FY2017

Department of Commerce and Insurance

Fire Commission Test Applicant Data

| 4,979 Students Trained | | |
|------------------------|--------------------|-------|
| Race | Number of Students | % |
| African American | 514 | 3.87 |
| Asian | 7 | .10 |
| Caucasian | 2,405 | 45.27 |
| Hispanic/Latina | 20 | .25 |
| Native American/Indian | 0 | 0 |
| Multi-Ethnic/Unknown | 2,033 | 50.51 |
| | | |
| Total | 4,979 | 100 |

TFACA Student Data

| 16,083 Students Trained | | |
|-------------------------|--------------------|-------|
| Race | Number of Students | % |
| African American | 372 | 2.31 |
| Asian | 8 | .05 |
| Caucasian | 6,784 | 42.18 |
| Hispanic/Latino | 14 | .09 |
| Native American/Indian | 9 | .06 |
| Multi-Ethnic/Unknown | 8,896 | 55.31 |
| | | |
| Total | 16,083 | 100 |

Appendix G

FY2017

Department of Commerce and Insurance

TLETA Student Data

| 849 Students Trained | | |
|------------------------|--------------------|------|
| Race | Number of Students | % |
| African American | 78 | 9.2 |
| Asian | 6 | .7 |
| Caucasian | 651 | 76.7 |
| Hispanic/Latina | 17 | 2 |
| Native American/Indian | 2 | .2 |
| Multi-Ethnic/Unknown | 95 | 11.2 |
| | | |
| Total | 849 | 100 |

P.O.S.T. Certification Applicant Data

| 382 Students Trained | | |
|------------------------|--------------------|------|
| Race | Number of Students | % |
| African American | 35 | 9.2 |
| Asian | 3 | .8 |
| Caucasian | 324 | 84.8 |
| Hispanic/Latino | 15 | 3.9 |
| Native American/Indian | 1 | .3 |
| Multi-Ethnic/Unknown | 4 | 1 |
| | | |
| Total | 382 | 100 |

Appendix H

FY2017
 Department of Commerce and Insurance
 Limited English Proficiency Contacts

| Insurance Division | | | |
|--------------------|-----------|----------------|------------|
| Language | In Person | Telephonically | In Writing |
| Spanish | | 13 | |
| Arabic | | 1 | |
| French | | | |
| Vietnamese | | | |
| Unknown | | | |
| Other | | | |
| TOTALS | | 14 | |

| TennCare Oversight Division | | | |
|-----------------------------|-----------|----------------|------------|
| Language | In Person | Telephonically | In Writing |
| Spanish | | 1 | |
| Arabic | | | |
| French | | | |
| Vietnamese | | | |
| Unknown | | | |
| Other | | | |
| TOTALS | | 1 | |

| Cosmetology | | | |
|---------------|------------|----------------|------------|
| Language | In Person | Telephonically | In Writing |
| Spanish | 150 | 700 | 100 |
| Arabic | 50 | 150 | 10 |
| French | 5 | 20 | 5 |
| Vietnamese | 245 | 1,330 | 180 |
| Unknown | | | |
| Other | 50 | | 5 |
| TOTALS | 500 | 2,200 | 300 |

| Motor Vehicle Commission | | | |
|--------------------------|-----------|----------------|------------|
| Language | In Person | Telephonically | In Writing |
| Spanish | | 1 | |

| | | | |
|---------------|--|----------|--|
| Arabic | | 1 | |
| French | | | |
| Vietnamese | | | |
| Unknown | | | |
| Other | | | |
| TOTALS | | 2 | |

| Regulatory Boards - Legal | | | |
|---------------------------|-----------|----------------|------------|
| Language | In Person | Telephonically | In Writing |
| Spanish | | 3 | |
| Arabic | | | |
| French | | | |
| Vietnamese | | 3 | |
| Unknown | | | |
| Other | | | |
| TOTALS | | 6 | |

| Consumer Affairs | | | |
|------------------|-----------|----------------|------------|
| Language | In Person | Telephonically | In Writing |
| Spanish | | 58 | |
| Arabic | | | |
| French | | | |
| Vietnamese | | 1 | |
| Unknown | | | |
| Other | | 1 | |
| TOTALS | | 60 | |

| Fire Prevention Division | | | |
|--------------------------|-----------|----------------|------------|
| Language | In Person | Telephonically | In Writing |
| Spanish | 3 | | |
| Arabic | | | |
| French | | | |
| Vietnamese | | | |
| Unknown | | | |
| Other | | | |
| TOTALS | 3 | | |

TOTALS

In Person

Telephonically

In Writing

503

2,283

300

Appendix I

Title VI Complaint Log 2017

| COMPLAINANT NAME | C&I COMP # | HUMAN RIGHTS COMMISSION COMP # | DATE ENTERED | REC. BY | COMPLAINT TYPE |
|----------------------------|---------------------------|---|---------------------|----------------|-----------------------|
| Doris Inise Hinkle Chappel | 2017-001 | 6-17-4557 | 7/18/2017 | MLB | Racial Discrimination |
| Derrick Posey | 2017-002 | 6-17-4560 | 7/18/2017 | MLB | Racial Discrimination |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |

Appendix J



**STATE OF TENNESSEE
TENNESSEE HUMAN RIGHTS COMMISSION
CENTRAL OFFICE**

TENNESSEE TOWER
312 ROSA L PARKS AVE, 23RD FLOOR
NASHVILLE, TENNESSEE 37243
(615) 741-5825 Fax (615) 253-1886
Toll Free: 1-800-251-3589
Spanish Toll Free Line: 1-866-856-1252
www.tn.gov/humanrights

**FILING A DISCRIMINATION COMPLAINT
WITH THE TENNESSEE HUMAN RIGHTS COMMISSION (THRC)**

The Tennessee Human Rights Commission is an independent state agency which investigates allegations of discrimination in housing, employment, Title VI and places of public accommodations. If you feel that you have been discriminated against because of your race, color, gender, disability, national origin, religion, creed, familial status or age (40 and over) then you may file a complaint of discrimination. If the complaint is jurisdictional, then THRC will investigate the matter. Complaints of discrimination must be filed with the Commission within 180 days of the alleged discriminatory act.

Please note that a delay could occur in the investigation of your charge if the complaint is not filled out properly. To assist the Tennessee Human Rights Commission with providing efficient service to you, please make sure that you do all of the following:

- Clearly print your answers;
- Answer all questions that apply to your allegations;
- Sign and date the complaint form;
- Submit the original form to the Commission; and,
- Keep the Commission informed of any changes in your address or contact numbers.

A copy of this complaint and any documents which you attach to it, except for the witness list, will be forwarded to the respondent whom you allege discriminated against you. The respondent will be given an opportunity to respond to your allegations, and a THRC investigator will be assigned to investigate your complaint.

Title VI Notice

Title VI of the Civil Rights Act of 1964 (42 United States Code § 2000d) and Tennessee Code Annotated § 4-21-904 provide that any entity receiving Federal financial assistance may not discriminate against their program beneficiaries or participants based on their race, color, or national origin. The Tennessee Human Rights Commission does not discriminate against any person based on race, color, national origin, gender, religion, disability, age, creed, familial status, or on any other basis legally prohibited by or protected by Federal or State law. Parties who wish to file a complaint against the Tennessee Human Rights Commission for violation of Title VI of the Civil Rights Act of 1964 under 42 U.S.C. § 2000d or under T.C.A. § 4-21-904 should direct such complaints to either the Tennessee Human Rights Commission, the United States Department of Housing and Urban Development Office of Fair Housing and Equal Opportunity, or the United States Equal Employment Opportunity Commission.



**STATE OF TENNESSEE
 TENNESSEE HUMAN RIGHTS COMMISSION
 CENTRAL OFFICE
 TENNESSEE TOWER
 312 ROSA L PARKS AVE, 23RD FLOOR
 NASHVILLE, TENNESSEE 37243
 (615) 741-5825 Fax (615) 253-1886
 Toll Free: 1-800-251-3589
 Spanish Toll Free Line: 1-866-856-1252
www.tn.gov/humanrights**

| | | |
|--|-------------------|--------------------|
| DISCRIMINATION COMPLAINT (DEPARTMENT USE ONLY) | | |
| THRC# _____ | HUD# _____ | EEOC# _____ |

1. TYPE OF COMPLAINT. Check which type of complaint you are filing:
 EMPLOYMENT HOUSING PUBLIC ACCOMMODATION TITLE VI

2. COMPLAINANT CONTACT INFORMATION. Provide your name and address.

| | |
|--------------------------|----------------------|
| NAME | ADDRESS |
| _____ | _____ |
| TELEPHONE () | CELL () |
| _____ | _____ |
| E-MAIL: | DATE OF BIRTH |
| _____ | _____ |
| | APT No. |
| | CITY |
| | _____ |
| | COUNTY |
| | STATE |
| | ZIP |
| | _____ |

Provide the contact information of someone who can assist us in contacting you should we have difficulty in reaching you.

| | |
|--------------------------|---------------------|
| NAME | ADDRESS |
| _____ | _____ |
| TELEPHONE () | CELL () |
| _____ | _____ |
| | CITY |
| | STATE |
| | ZIP |
| | _____ |

3. RESPONDENT CONTACT INFORMATION.

Provide the name of the entity (employer / housing provider/ business/agency) and address that you believe discriminated against you:

| | |
|---|--------------------------|
| ENTITY | ADDRESS |
| _____ | _____ |
| TYPE OF BUSINESS | CITY |
| _____ | STATE |
| | ZIP |
| | _____ |
| (FOR EMPLOYMENT ONLY) NAME OF IMMEDIATE SUPERVISOR | TELEPHONE () |
| _____ | COUNTY |
| | _____ |

4. WHEN DID THE DISCRIMINATORY ACT(S) OCCUR?

Beginning date of the alleged discriminatory act? _____

Most recent date of the alleged discriminatory act? _____

Is the alleged discriminatory act ongoing? YES NO

EMPLOYMENT COMPLAINTS ONLY

(COMPLETE THIS BOX ONLY IF YOU ARE SUBMITTING AN EMPLOYMENT COMPLAINT)

EMPLOYMENT HISTORY

EMPLOYMENT BEGAN ON:

EMPLOYMENT ENDED ON:

PAY RATE/SALARY:

JOB TITLE AT THE TIME OF HIRE:

CURRENT JOB TITLE OR TITLE AT THE TIME OF TERMINATION:

NAME OF HR/PERSONNEL DIRECTOR

NUMBER (#) OF EMPLOYEES

DID YOU FILE WITH THE EEOC?

YES NO

BASIS OF DISCRIMINATION: Why do you believe you were discriminated against? *Please mark below only the categories which apply. Specify within the categories you mark.*

- | | |
|---|--|
| <input type="checkbox"/> RACE: _____ | <input type="checkbox"/> SEX/GENDER: <input type="checkbox"/> MALE <input type="checkbox"/> FEMALE |
| <input type="checkbox"/> COLOR: _____ | <input type="checkbox"/> RELIGION: _____ |
| <input type="checkbox"/> NATIONAL ORIGIN: _____ | <input type="checkbox"/> CREED: _____ |
| <input type="checkbox"/> DISABILITY: _____ | <input type="checkbox"/> AGE (40 AND OVER): _____ |

RETALIATION

Check below if you were retaliated against because of any of the following:

- FILED A COMPLAINT OF DISCRIMINATION
- GAVE TESTIMONY OR OTHERWISE PARTICIPATED IN A DISCRIMINATION INVESTIGATION
- OPPOSED OR OBJECTED TO DISCRIMINATION
- OTHER: _____

WHICH OF FOLLOWING EMPLOYMENT ACTION(S) WERE TAKEN AGAINST YOU? (Check only those that apply.)

- | | | |
|---|---|---|
| <input type="checkbox"/> DISCHARGED | <input type="checkbox"/> TRANSFERRED | <input type="checkbox"/> DENIED BENEFITS (LEAVE, INSURANCE, ETC.) |
| <input type="checkbox"/> LAID OFF | <input type="checkbox"/> DEMOTED | <input type="checkbox"/> DENIED PAY RAISE |
| <input type="checkbox"/> SUSPENDED | <input type="checkbox"/> FAILURE TO HIRE | <input type="checkbox"/> DENIED RELIGIOUS ACCOMMODATION |
| <input type="checkbox"/> HARASSED/INTIMIDATED | <input type="checkbox"/> FAILURE TO PROMOTE | <input type="checkbox"/> DENIED DISABILITY ACCOMMODATION |
| <input type="checkbox"/> RETALIATED AGAINST | <input type="checkbox"/> FAILURE TO RECALL | <input type="checkbox"/> OTHER _____ |

HOUSING COMPLAINTS ONLY

(COMPLETE THIS BOX ONLY IF YOU ARE SUBMITTING A HOUSING COMPLAINT)

RESPONDENT INFORMATION

IS THE RESPONDENT ONE OF THE FOLLOWING? (MARK ALL THAT APPLY.)

OWNER BUILDER BROKER SALESPERSON MANAGER BANK OR OTHER LENDER OTHER, SPECIFY: _____

WHAT KIND OF PROPERTY WAS INVOLVED?

SINGLE FAMILY HOUSE HOUSE OR BUILDING FOR 2 OR MORE FAMILIES BUILDING FOR 5 OR MORE FAMILIES OTHER: _____

WHAT IS THE ADDRESS OF THE HOUSE OR PROPERTY? (STREET, CITY, COUNTY, STATE)

WAS THE HOUSE OR PROPERTY:

FOR SALE FOR RENT

DID THE OWNER LIVE AT THE PROPERTY?

YES NO

BASIS OF DISCRIMINATION: Why do you believe you were discriminated against? *Please mark below only the categories which apply. Specify within the categories you mark.*

RACE: _____

SEX/GENDER: MALE FEMALE

COLOR: _____

RELIGION: _____

NATIONAL ORIGIN: _____

CREED: _____

DISABILITY: _____

FAMILIAL STATUS (CHILDREN UNDER 18 OR PREGNANT)

RETALIATION

Check below if you were retaliated against because of any of the following:

FILED A COMPLAINT OF DISCRIMINATION

GAVE TESTIMONY OR OTHERWISE PARTICIPATED IN A DISCRIMINATION INVESTIGATION

OPPOSED OR OBJECTED TO DISCRIMINATION

OTHER: _____

WHICH OF THE FOLLOWING ACTIONS WERE TAKEN AGAINST YOU? Check *only* those that apply.

REFUSAL TO SELL, RENT OR NEGOTIATE WITH YOU

DISCRIMINATED IN FINANCING

FALSELY DENIED THAT HOUSING WAS AVAILABLE

ADVERTISED IN A DISCRIMINATORY MANNER

INTIMIDATED, INTERFERED OR COERCED

DISCRIMINATED IN REAL ESTATE SERVICES

DIFFERENT TERMS OR CONDITIONS OF THE SALE/ RENTAL

REFUSAL TO MAKE MODIFICATION / ACCOMMODATION

RETALIATED AGAINST

OTHER _____

PUBLIC ACCOMMODATION ONLY*

(COMPLETE THIS BOX ONLY IF YOU ARE SUBMITTING A PUBLIC ACCOMMODATION COMPLAINT)

*Denial of service or access to a place of public accommodation

BASIS OF DISCRIMINATION: Why do you believe you were discriminated against? *Please mark below only the categories which apply. Specify within the categories you mark.*

- RACE: _____ SEX/GENDER: MALE FEMALE
 COLOR: _____ RELIGION: _____
 NATIONAL ORIGIN: _____ CREED: _____
 AGE (40 AND OVER): _____

RETALIATION

Check below if you were retaliated against because of any of the following:

- FILED A COMPLAINT OF DISCRIMINATION
 GAVE TESTIMONY OR OTHERWISE PARTICIPATED IN A DISCRIMINATION INVESTIGATION
 OPPOSED OR OBJECTED TO DISCRIMINATION
 OTHER: _____

TITLE VI* COMPLAINTS ONLY

(COMPLETE THIS BOX ONLY IF YOU ARE SUBMITTING A TITLE VI COMPLAINT)

*For discrimination in programs and activities receiving federal financial assistance.

BASIS OF DISCRIMINATION:

Please specify the categories which you marked.

- RACE: _____ COLOR : _____
 NATIONAL ORIGIN: _____
 RETALIATION: _____

Check below if you were retaliated against because of any of the following:

- FILED A COMPLAINT OF DISCRIMINATION
 GAVE TESTIMONY OR OTHERWISE PARTICIPATED IN A DISCRIMINATION INVESTIGATION
 OPPOSED OR OBJECTED TO DISCRIMINATION
 OTHER: _____

WHICH OF THE FOLLOWING ACTIONS WERE TAKEN AGAINST YOU? (Check only those that apply and describe below.)

- DENIED PROGRAM SERVICE, AID, OR BENEFIT
 RECEIVED SERVICE OR BENEFIT DIFFERENTLY OR INFERIOR TO THOSE PROVIDED TO OTHERS
 SUBJECTED TO SEGREGATE OR SEPARATE TREATMENT RELATED TO THE RECEIPT OF ANY SERVICE OR BENEFIT
 DENIED OPPORTUNITY TO PARTICIPATE AS MEMBER OF PLANNING OR ADVISORY BODY
 RETALIATED AGAINST
 OTHER _____

IMPORTANT NOTICE

To file in state court: For Employment, Housing and Public Accommodation Complaints:

You, as the Complainant, have the right to hire an attorney and file a civil lawsuit in the state court system, either Chancery or Circuit, at any time during the investigation of this complaint. If you choose this option, you must file suit within one (1) year after the alleged discriminatory practice ceases, and prior to any determination being made by the Tennessee Human Rights Commission (THRC). Unlike federal law, state law does not toll the statute of limitations on your claim while your charge is being investigated and/or mediated by this agency. You are not required to file a complaint with the THRC, nor do you need the THRC's permission before you can file suit in Chancery or Circuit court. If you file a civil lawsuit in Chancery or Circuit court, then pursuant to state law, THRC must administratively close its investigation of your complaint.

If THRC issues a *final* determination in your case, and you subsequently file a civil lawsuit in state court asserting the same allegations as your THRC complaint, then your case may be dismissed. However, within 30 days of receipt of THRC's *final* determination, you may file a private action in either Chancery or Circuit court appealing the determination.

For Housing Complaints only:

If a federal law is involved, this agency will send the Department of Housing and Urban Development (HUD) a copy of our Notice of Determination. HUD will then mail the parties a Notice of Closure of this case. Notwithstanding the determination by HUD, the Fair Housing Act provides that the complainant may file a civil action in an appropriate court within two (2) years after the occurrence or termination of the alleged discriminatory housing practice. The computation of this two-year period does not include the time during which this administrative proceeding was pending.

For Employment Complaints only:

If a federal law is involved, this agency will send the Equal Employment Opportunity Commission (EEOC) a copy of our Notice of Determination. The EEOC will then mail the parties a Notice of Closure of this case and/or a Right to Sue in federal court. A lawsuit must be filed in an appropriate court within ninety (90) days of receipt of the EEOC Notice of Closure/Right to Sue.

For Title VI Complaints only:

An individual has the right to file an administrative complaint against any state department or agency (recipient), or subrecipient receiving Federal financial assistance.

By signing this complaint form, you are acknowledging that you have read and understand your rights as set forth above.

Declaration: *I declare under penalty of perjury that the foregoing information in my complaint is true and correct.*

Complainant Signature

Date

Appendix K

| Name | ID | Affiliation | Score | Submission Time |
|--------------------|----------|-------------|-------|----------------------|
| Maliaka Bass | 00146092 | | 17 | Aug 7, 2017 11:54 AM |
| Carey Kefauver | 00147664 | | 17 | Aug 8, 2017 10:53 AM |
| stephanie crenshaw | 439746 | | 16 | Aug 9, 2017 11:49 AM |
| Joseph Edwards | 00417763 | | 17 | Aug 11, 2017 8:42 AM |
| James Stanley | 00441676 | | 14 | Aug 11, 2017 8:44 AM |
| Melissa Fox | 00450841 | | 16 | Aug 11, 2017 8:44 AM |
| Troy Corder | 00480933 | | 14 | Aug 11, 2017 8:46 AM |
| Elaine Moore | 00161580 | | 14 | Aug 11, 2017 8:50 AM |
| Karen Condon | 00389966 | | 16 | Aug 11, 2017 8:51 AM |
| Sherry Brame | 00475651 | | 13 | Aug 11, 2017 8:51 AM |
| Garron Amos | 00497773 | | 13 | Aug 11, 2017 8:54 AM |
| Barry Whitson | 00119363 | | 12 | Aug 11, 2017 8:55 AM |
| Robyn Ryan | 00343760 | | 14 | Aug 11, 2017 8:56 AM |
| James McDowell | CE38807 | | 13 | Aug 11, 2017 8:56 AM |
| Sherry Brame | 00475651 | | 17 | Aug 11, 2017 8:57 AM |
| Garron Amos | 00497773 | | 16 | Aug 11, 2017 8:57 AM |
| Charlotte Gentry | 00370309 | | 13 | Aug 11, 2017 8:57 AM |
| Lisa JORDAN | 00132050 | | 17 | Aug 11, 2017 8:58 AM |
| Michael Newberry | 00105434 | | 11 | Aug 11, 2017 8:58 AM |
| James McDowell | CE38807 | | 17 | Aug 11, 2017 9:00 AM |
| Jennaca Harris | 00427824 | | 17 | Aug 11, 2017 9:00 AM |
| Mark Stringer | 00479567 | | 14 | Aug 11, 2017 9:01 AM |
| Aisha Carney | 00412345 | | 9 | Aug 11, 2017 9:01 AM |
| Charlotte Gentry | 00370309 | | 17 | Aug 11, 2017 9:02 AM |
| Michael Newberry | 00105434 | | 14 | Aug 11, 2017 9:03 AM |
| Rachel Konen | ce38968 | | 13 | Aug 11, 2017 9:05 AM |
| Curtis Sutton | 00341939 | | 17 | Aug 11, 2017 9:05 AM |
| Michael Embry | 00470777 | | 17 | Aug 11, 2017 9:06 AM |
| Terrance McClain | 00409916 | | 14 | Aug 11, 2017 9:06 AM |
| barry whitson | 00119363 | | 15 | Aug 11, 2017 9:09 AM |
| william sweeten | 00445575 | | 14 | Aug 11, 2017 9:09 AM |
| Ashton Bode | 00432422 | | 17 | Aug 11, 2017 9:10 AM |
| Daniel Clements | 00477487 | | 13 | Aug 11, 2017 9:11 AM |
| Rachel Konen | ce38968 | | 15 | Aug 11, 2017 9:11 AM |
| Mead McWhorter | 00125976 | | 17 | Aug 11, 2017 9:14 AM |
| BRAD HOLT | 00453131 | | 16 | Aug 11, 2017 9:14 AM |
| Daniel Clements | 00477487 | | 16 | Aug 11, 2017 9:15 AM |
| Barbara Augustin | 00454032 | | 14 | Aug 11, 2017 9:16 AM |
| JAMES Snider | 00367979 | | 12 | Aug 11, 2017 9:16 AM |
| Marian Hickman | 00450511 | | 12 | Aug 11, 2017 9:16 AM |
| Laurel Hunter | 118875 | | 14 | Aug 11, 2017 9:18 AM |
| Aisha Carney | 00412345 | | 15 | Aug 11, 2017 9:18 AM |
| Melissa Merritt | 00125557 | | 15 | Aug 11, 2017 9:19 AM |
| Richard Hatfield | ce38405 | | 14 | Aug 11, 2017 9:20 AM |
| Marian Hickman | 00450511 | | 17 | Aug 11, 2017 9:21 AM |
| Carri Scott | 00130632 | | 14 | Aug 11, 2017 9:21 AM |
| Michael Landers | 00162741 | | 13 | Aug 11, 2017 9:22 AM |
| ahmad lewis | 00418505 | | 13 | Aug 11, 2017 9:27 AM |
| Edward Carr | 00150012 | | 15 | Aug 11, 2017 9:29 AM |

| | | | |
|---------------------|-----------|----|-----------------------|
| Michael Landers | 00162741 | 17 | Aug 11, 2017 9:29 AM |
| Joseph Wallace | 00419900 | 10 | Aug 11, 2017 9:29 AM |
| Ray Farris | 00148557 | 16 | Aug 11, 2017 9:33 AM |
| Michael Driver | 00109950 | 17 | Aug 11, 2017 9:33 AM |
| Charles Herrell | 00115704 | 14 | Aug 11, 2017 9:34 AM |
| Rodney Tanner | 00356006 | 13 | Aug 11, 2017 9:34 AM |
| Chelsey Vorholt | 00432408 | 15 | Aug 11, 2017 9:34 AM |
| CHELSIE LUTTO | 00494844 | 12 | Aug 11, 2017 9:35 AM |
| Bonnie Payton | 00432456 | 14 | Aug 11, 2017 9:37 AM |
| james snider | 00367979 | 15 | Aug 11, 2017 9:39 AM |
| Joseph Wallace | 00419900 | 15 | Aug 11, 2017 9:40 AM |
| Rodney Tanner | 00356006 | 17 | Aug 11, 2017 9:40 AM |
| Jamye Carney | 00397118 | 13 | Aug 11, 2017 9:40 AM |
| CHELSIE LUTTO | 00494844 | 15 | Aug 11, 2017 9:41 AM |
| ahmad lewis | 00418505 | 17 | Aug 11, 2017 9:43 AM |
| Ben Whitehouse | 135726 | 13 | Aug 11, 2017 9:43 AM |
| Netje Benjamin | 00495931 | 9 | Aug 11, 2017 9:44 AM |
| Benjamin Whitehouse | 00135726 | 16 | Aug 11, 2017 9:47 AM |
| Elizabeth Bowling | 00455072 | 15 | Aug 11, 2017 9:47 AM |
| RHONDA BROW | 00430998 | 15 | Aug 11, 2017 9:48 AM |
| Michael Corbertt | 00388187 | 15 | Aug 11, 2017 9:49 AM |
| Tiffany Hunt | 00476402 | 16 | Aug 11, 2017 9:49 AM |
| Mariana Bishay | 00385691 | 16 | Aug 11, 2017 9:49 AM |
| Shannon Tolbert | 00140963 | 16 | Aug 11, 2017 9:50 AM |
| Kurt Polasko | 00102753 | 13 | Aug 11, 2017 9:52 AM |
| Rick Radcliffe | 00138693 | 15 | Aug 11, 2017 9:52 AM |
| Glenn Johnson | 00139589 | 16 | Aug 11, 2017 9:54 AM |
| amanda peek | 00142276 | 12 | Aug 11, 2017 9:54 AM |
| sonya daniel | 00422455 | 14 | Aug 11, 2017 9:54 AM |
| Benjamin Glover | 00452793 | 13 | Aug 11, 2017 9:54 AM |
| christopher howes | 00100470 | 13 | Aug 11, 2017 9:56 AM |
| James Hodgins | 451827 | 12 | Aug 11, 2017 9:57 AM |
| Jonathan Habart | 00431896 | 16 | Aug 11, 2017 9:57 AM |
| Anissa Wattanasak | 00113704 | 13 | Aug 11, 2017 9:59 AM |
| Garron Amos | 00497773 | 16 | Aug 11, 2017 9:59 AM |
| Benjamin Glover | 00452793 | 17 | Aug 11, 2017 10:01 AM |
| amanda peek | 00142276 | 15 | Aug 11, 2017 10:02 AM |
| Dennis O'Brien | 00408430 | 14 | Aug 11, 2017 10:03 AM |
| Chris Clausi | 00489065 | 15 | Aug 11, 2017 10:04 AM |
| Rickey Cottrell | ce03700 | 12 | Aug 11, 2017 10:05 AM |
| rachel fowler | 00113826 | 17 | Aug 11, 2017 10:07 AM |
| Steve Sparks | 00394295 | 13 | Aug 11, 2017 10:07 AM |
| Kelly Morgan | 00125718 | 13 | Aug 11, 2017 10:09 AM |
| Judy Wetherbee | | 14 | Aug 11, 2017 10:10 AM |
| Netje Benjamin | 00495931` | 16 | Aug 11, 2017 10:10 AM |
| Steve Sparks | 00394295 | 17 | Aug 11, 2017 10:11 AM |
| Jimmy Williams | 00111765 | 13 | Aug 11, 2017 10:14 AM |
| Kelly Morgan | 00125718 | 17 | Aug 11, 2017 10:15 AM |
| Jennifer Keller | 00485317 | 15 | Aug 11, 2017 10:15 AM |
| Sandra Perry | 00128844 | 15 | Aug 11, 2017 10:17 AM |
| William Wall | 00409096 | 14 | Aug 11, 2017 10:18 AM |
| Beth Ashe | 00383538 | 17 | Aug 11, 2017 10:22 AM |
| Mart Freeman | 00107614 | 12 | Aug 11, 2017 10:25 AM |
| Mike Shinnick | 00150271 | 13 | Aug 11, 2017 10:25 AM |
| Zackery Nitzschke | 00409115 | 13 | Aug 11, 2017 10:29 AM |

Board/Commissic

| | | | | |
|----------------------|-------------|-------------------|----|-----------------------|
| Mandy Johnson | 00138752 | | 13 | Aug 11, 2017 10:29 AM |
| Queenia Myers | 00478738 | | 14 | Aug 11, 2017 10:30 AM |
| Kurt Polasko | 00102753 | | 16 | Aug 11, 2017 10:31 AM |
| Kristina James | | Contractor/Grante | 16 | Aug 11, 2017 10:31 AM |
| Howard Pennycuf | 00122162 | | 11 | Aug 11, 2017 10:31 AM |
| LOVELLA SIGLEI | 00100182 | | 14 | Aug 11, 2017 10:33 AM |
| Frances Smith | 00108639 | | 12 | Aug 11, 2017 10:34 AM |
| Anissa Wattanasl | 00113704 | | 17 | Aug 11, 2017 10:35 AM |
| Dianna Taylor | 00399428 | | 14 | Aug 11, 2017 10:36 AM |
| James Hodgjin | 451827 | | 15 | Aug 11, 2017 10:36 AM |
| Mark Morin | 00109596 | | 15 | Aug 11, 2017 10:36 AM |
| Jessica Fite | 00413890 | | 15 | Aug 11, 2017 10:36 AM |
| Mary Freeman | 00107614 | | 15 | Aug 11, 2017 10:38 AM |
| Zackery Nitzschke | 00409115 | | 16 | Aug 11, 2017 10:38 AM |
| Sara Page | 00371759 | | 16 | Aug 11, 2017 10:39 AM |
| William Force | 484105 | | 14 | Aug 11, 2017 10:41 AM |
| Rickey Cottrell | ce03700 | | 16 | Aug 11, 2017 10:41 AM |
| Frances Smith | 00108639 | | 17 | Aug 11, 2017 10:41 AM |
| Mike Shinnick | 00150271 | | 17 | Aug 11, 2017 10:42 AM |
| laurie Wilson-weaver | | | 13 | Aug 11, 2017 10:42 AM |
| Mandy Johnson | 00138752 | | 17 | Aug 11, 2017 10:42 AM |
| Howard Pennycu | 00122162 | | 16 | Aug 11, 2017 10:44 AM |
| Hosam William | 0101519 | | 15 | Aug 11, 2017 10:49 AM |
| Stacy Owens | 45779601 | | 17 | Aug 11, 2017 10:49 AM |
| Nicole Lazar | 00475845 | | 15 | Aug 11, 2017 10:52 AM |
| Michael Morelli | 00125638 | | 14 | Aug 11, 2017 10:52 AM |
| Dewey Joe Fergu | 122749 | | 16 | Aug 11, 2017 10:54 AM |
| Tonya Barnes | 00356661 | | 14 | Aug 11, 2017 10:55 AM |
| laurie wilson-weaver | | | 15 | Aug 11, 2017 11:00 AM |
| Shannon Poindex | 00164287 | | 15 | Aug 11, 2017 11:02 AM |
| Johora Donaldso | 00163443 | | 13 | Aug 11, 2017 11:03 AM |
| Thomas Riddle | 00139575 | | 14 | Aug 11, 2017 11:04 AM |
| Toya Arnold | 486385 | | 17 | Aug 11, 2017 11:06 AM |
| Leann Blair | ce38884 | | 12 | Aug 11, 2017 11:06 AM |
| Wendell Hunt | 111598 | | 17 | Aug 11, 2017 11:08 AM |
| Charles Bullen | 00130961 | | 13 | Aug 11, 2017 11:08 AM |
| Johora Donaldsor | 00163443 | | 17 | Aug 11, 2017 11:10 AM |
| Leann Blair | ce38884 | | 16 | Aug 11, 2017 11:12 AM |
| Bryant Cummings | 00157100 | | 14 | Aug 11, 2017 11:15 AM |
| Ellen Brazle | ce38606 | | 15 | Aug 11, 2017 11:17 AM |
| Benjamin Conrad | 00495225 | | 15 | Aug 11, 2017 11:18 AM |
| Steven Russell | 00496447 | | 17 | Aug 11, 2017 11:20 AM |
| Regina Nelson | 0112632 | | 17 | Aug 11, 2017 11:21 AM |
| Charles Bullen | 00130961 | | 16 | Aug 11, 2017 11:21 AM |
| Jimmy Williams | 00111765 | | 16 | Aug 11, 2017 11:21 AM |
| Andrew Wood | 00489129 | | 15 | Aug 11, 2017 11:25 AM |
| Rhonda Malik | 00474671 | | 14 | Aug 11, 2017 11:25 AM |
| William Forrester | | Board/Commissic | 14 | Aug 11, 2017 11:25 AM |
| Randy Fox | 000-15-0902 | | 15 | Aug 11, 2017 11:28 AM |
| Ryan Shanklin | 00427916 | | 13 | Aug 11, 2017 11:32 AM |
| Ryan Shanklin | 00427916 | | 16 | Aug 11, 2017 11:37 AM |
| Toran Hedgepath | | Board/Commissic | 11 | Aug 11, 2017 11:51 AM |
| Toran Hedgepath | | Board/Commissic | 14 | Aug 11, 2017 11:56 AM |
| Toni Kerr | 399426 | | 14 | Aug 11, 2017 11:59 AM |
| Jeff Long | | Board/Commissic | 14 | Aug 11, 2017 12:01 PM |

| | | | | |
|--------------------|-------------|-----------------|----|-----------------------|
| Charles Chamber | 00428480 | | 14 | Aug 11, 2017 12:02 PM |
| Kimberly Dismuke | 158291 | | 15 | Aug 11, 2017 12:08 PM |
| Kerry Little | 00154099 | | 13 | Aug 11, 2017 12:10 PM |
| Clint Green | CE38912 | | 14 | Aug 11, 2017 12:11 PM |
| Kerry Little | 00154099 | | 14 | Aug 11, 2017 12:18 PM |
| George Smith | 00148906 | | 15 | Aug 11, 2017 12:22 PM |
| William Watkins | | Board/Commissic | 15 | Aug 11, 2017 12:24 PM |
| Thomas Brown | 00111585 | | 14 | Aug 11, 2017 12:27 PM |
| Tiffanie Gunter | 00445219 | | 13 | Aug 11, 2017 12:29 PM |
| TIFFANIE GUNTI | 00445219 | | 13 | Aug 11, 2017 12:32 PM |
| Wayne Morris | 00106010 | | 14 | Aug 11, 2017 12:34 PM |
| TIFFANIE GUNTI | 00445219 | | 16 | Aug 11, 2017 12:36 PM |
| Carl Jenkins | | Board/Commissic | 12 | Aug 11, 2017 12:36 PM |
| Regina Oldham | 00115472 | | 13 | Aug 11, 2017 12:37 PM |
| Gary Ryan | 00141638 | | 16 | Aug 11, 2017 12:41 PM |
| regina oldham | 00115472 | | 16 | Aug 11, 2017 12:43 PM |
| Conrad Welch | 00494182 | | 16 | Aug 11, 2017 12:44 PM |
| Carl Jenkins | | Board/Commissic | 16 | Aug 11, 2017 12:46 PM |
| Mary Crespo | 00100675 | | 13 | Aug 11, 2017 12:52 PM |
| Kim Blaylock | 00446048 | | 12 | Aug 11, 2017 12:53 PM |
| Delta Lowe | 00148628 | | 8 | Aug 11, 2017 12:54 PM |
| Elizabeth Bennich | 0820002 | | 14 | Aug 11, 2017 1:13 PM |
| Patricia Shepard | 00137997 | | 14 | Aug 11, 2017 1:14 PM |
| Joanne Pogue | 00393921 | | 17 | Aug 11, 2017 1:14 PM |
| John Turner | 00111402 | | 14 | Aug 11, 2017 1:19 PM |
| Janet Booker-Davis | | Board/Commissic | 14 | Aug 11, 2017 1:26 PM |
| Kim Blaylock | 00446048 | | 15 | Aug 11, 2017 1:26 PM |
| Mary Jean Michae | 00106900 | | 15 | Aug 11, 2017 1:27 PM |
| Megan Mosley | ce38971 | | 14 | Aug 11, 2017 1:30 PM |
| John Turner | 00111402 | | 17 | Aug 11, 2017 1:35 PM |
| Patricia Shepard | 00137997 | | 17 | Aug 11, 2017 1:36 PM |
| Bob Bass | 00114769 | | 13 | Aug 11, 2017 1:40 PM |
| Dennis Mulder | 119449 | | 15 | Aug 11, 2017 1:40 PM |
| Wilford Hamm | 00014597601 | | 13 | Aug 11, 2017 1:41 PM |
| Ian Karssen | 00445464 | | 13 | Aug 11, 2017 1:42 PM |
| Wilford Hamm | 00014597601 | | 17 | Aug 11, 2017 1:48 PM |
| IAN Karssen | 00445464 | | 17 | Aug 11, 2017 1:49 PM |
| Shauna Balaszi | | | 15 | Aug 11, 2017 1:51 PM |
| Ron Jones | 0000112455 | | 14 | Aug 11, 2017 1:56 PM |
| Earl Baker | 00121754 | | 13 | Aug 11, 2017 1:57 PM |
| Phyllis Jordan | 00131833 | | 12 | Aug 11, 2017 1:59 PM |
| Greg Bird | 057 | | 13 | Aug 11, 2017 2:03 PM |
| Earl Baker | 00121754 | | 15 | Aug 11, 2017 2:07 PM |
| Bob Bass | 00114769 | | 14 | Aug 11, 2017 2:08 PM |
| Greg Bird | 057 | | 14 | Aug 11, 2017 2:08 PM |
| Michael Myers | 00477416 | | 11 | Aug 11, 2017 2:13 PM |
| Phyllis Jordan | 00131833 | | 16 | Aug 11, 2017 2:16 PM |
| michael myers | 00477416 | | 13 | Aug 11, 2017 2:17 PM |
| michael myers | 00477416 | | 15 | Aug 11, 2017 2:21 PM |
| Cynthia Wiel | 00484365 | | 17 | Aug 11, 2017 2:23 PM |
| Tony Helton | 00117695 | | 16 | Aug 11, 2017 2:25 PM |
| David Smith | 135609 | | 16 | Aug 11, 2017 2:36 PM |
| Mark Boyd | 00448785 | | 14 | Aug 11, 2017 2:40 PM |
| Xiaofeng Li | 00453077 | | 16 | Aug 11, 2017 2:51 PM |
| Karyn Johnson | 38876 | | 10 | Aug 11, 2017 2:52 PM |

| | | | | |
|-------------------|--------------|-----------------|----|-----------------------|
| Carter Lawrence | 00373164 | | 14 | Aug 11, 2017 2:53 PM |
| Laura Pecunes | 00443500 | | 13 | Aug 11, 2017 2:59 PM |
| Amber Lovelady | Ce38965 | | 15 | Aug 11, 2017 2:59 PM |
| Delta lowe | 00148628 | | 16 | Aug 11, 2017 3:00 PM |
| Amber Bateman | 00425729 | | 15 | Aug 11, 2017 3:01 PM |
| Kim Wallace | | Board/Commissic | 12 | Aug 11, 2017 3:02 PM |
| Sasha Smith | 00468941 | | 13 | Aug 11, 2017 3:04 PM |
| Glenn Kopchak | 00126118 | | 14 | Aug 11, 2017 3:05 PM |
| Laura Pecunes | 00443500 | | 17 | Aug 11, 2017 3:06 PM |
| Timothy Commer | 00425731 | | 16 | Aug 11, 2017 3:11 PM |
| Kim Wallace | | Board/Commissic | 17 | Aug 11, 2017 3:12 PM |
| Paula Shaw | 00117110 | | 14 | Aug 11, 2017 3:18 PM |
| Angela Oeser | 00144390 | | 14 | Aug 11, 2017 3:19 PM |
| Rico Bryson | 00488159 | | 12 | Aug 11, 2017 3:21 PM |
| christopher howe | 00100470 | | 15 | Aug 11, 2017 3:23 PM |
| Kim Biggs | 00130908 | | 16 | Aug 11, 2017 3:24 PM |
| Rico Bryson | 00488159 | | 16 | Aug 11, 2017 3:26 PM |
| Stephanie Pecora | 00451202 | | 16 | Aug 11, 2017 3:28 PM |
| Rhonda Perryma | 00475843 | | 7 | Aug 11, 2017 3:38 PM |
| kip luttrell | | Board/Commissic | 11 | Aug 11, 2017 3:39 PM |
| kip luttrell | | Board/Commissic | 17 | Aug 11, 2017 3:44 PM |
| Johnny Lock | 0045912 | | 17 | Aug 11, 2017 3:51 PM |
| LaCreisha Stanley | 00461698 | | 9 | Aug 11, 2017 3:57 PM |
| Sasha Smith | 00468941 | | 16 | Aug 11, 2017 4:00 PM |
| Kevin Walters | 00442163 | | 17 | Aug 11, 2017 4:00 PM |
| Joey Henson | 00432419 | | 13 | Aug 11, 2017 4:00 PM |
| Brian Biggs | | Board/Commissic | 10 | Aug 11, 2017 4:02 PM |
| Steven Gore | 00132653 | | 17 | Aug 11, 2017 4:02 PM |
| LaCreisha Stanley | 00461698 | | 15 | Aug 11, 2017 4:07 PM |
| Stephen Huffman | 00385676 | | 14 | Aug 11, 2017 4:08 PM |
| Brian Biggs | | Board/Commissic | 16 | Aug 11, 2017 4:09 PM |
| Joey Henson | 00432419 | | 16 | Aug 11, 2017 4:11 PM |
| John Adams | 00159253 | | 13 | Aug 11, 2017 4:19 PM |
| John Adams | 00159253 | | 16 | Aug 11, 2017 4:25 PM |
| Stephanie Crens | 439746 | | 17 | Aug 11, 2017 4:25 PM |
| Jennifer Stalvey | 00407837 | | 16 | Aug 11, 2017 4:35 PM |
| Brittany Thompso | 00411781 | | 17 | Aug 11, 2017 5:07 PM |
| Richard Andersor | 00105978 | | 11 | Aug 11, 2017 5:09 PM |
| Don Porter | 00136020 | | 17 | Aug 11, 2017 5:39 PM |
| Don Cogan | 00101137 | | 12 | Aug 11, 2017 7:00 PM |
| Richard Hasley | 475816 | | 12 | Aug 11, 2017 7:01 PM |
| Richard Andersor | 00105978 | | 14 | Aug 11, 2017 7:11 PM |
| Don Cogan | 00101137 | | 16 | Aug 11, 2017 7:11 PM |
| Richard Hasley | 475816 | | 14 | Aug 11, 2017 7:12 PM |
| John Allen | 000335484 01 | | 17 | Aug 11, 2017 7:41 PM |
| Kenneth McQueen | 00141095 | | 15 | Aug 11, 2017 8:02 PM |
| Doug Campbell | 00125467 | | 14 | Aug 11, 2017 8:44 PM |
| Robert Helms | | Board/Commissic | 13 | Aug 12, 2017 12:59 PM |
| cheryl plemmons | 100217 | | 16 | Aug 12, 2017 1:06 PM |
| Robert Helms | | Board/Commissic | 16 | Aug 12, 2017 1:21 PM |
| Rodger Ogle | 00136312 | | 14 | Aug 12, 2017 3:07 PM |
| Cheryl Walker | 00391620 | | 11 | Aug 12, 2017 6:08 PM |
| David Trott | 00132003 | | 17 | Aug 12, 2017 7:36 PM |
| Gwendolyn Beave | 00231857 | | 11 | Aug 12, 2017 8:54 PM |
| Gwendolyn Beave | 00231857 | | 16 | Aug 12, 2017 9:41 PM |

| | | | | |
|----------------------|-----------|-------------------|----|-----------------------|
| Michael Gill | | Contractor/Grante | 12 | Aug 12, 2017 10:12 PM |
| Michael Gill | | Contractor/Grante | 15 | Aug 12, 2017 10:21 PM |
| Cheryl Walker | 00391620 | | 15 | Aug 12, 2017 11:25 PM |
| Shana Roberts | 00140904 | | 14 | Aug 13, 2017 1:18 AM |
| Betty Demonbreu | 00123417 | | 9 | Aug 13, 2017 2:25 PM |
| Michael Miranda | | Contractor/Grante | 12 | Aug 13, 2017 7:37 PM |
| Michael Miranda | | Contractor/Grante | 17 | Aug 13, 2017 7:40 PM |
| charles larry elmore | | | 14 | Aug 13, 2017 8:01 PM |
| Betty Demonbreu | 0012347 | | 8 | Aug 13, 2017 9:12 PM |
| Betty Demonbreu | 0012347 | | 16 | Aug 13, 2017 9:30 PM |
| James Fountain | 00428749 | | 12 | Aug 13, 2017 9:45 PM |
| James Fountain | 00428749 | | 14 | Aug 13, 2017 9:55 PM |
| Janis Carr | ce38958 | | 16 | Aug 14, 2017 12:22 AM |
| gary Farley | 00139578 | | 17 | Aug 14, 2017 6:01 AM |
| Brian Hoffmeister | 00106095 | | 16 | Aug 14, 2017 7:02 AM |
| Regionald Tullos | 00438039 | | 13 | Aug 14, 2017 7:03 AM |
| Pamela Minton | 00121550 | | 15 | Aug 14, 2017 7:06 AM |
| Randal Delbridge | 125747 | | 12 | Aug 14, 2017 8:10 AM |
| Miller Meadows | 00103277 | | 15 | Aug 14, 2017 8:14 AM |
| Candace Payne | 00432165 | | 15 | Aug 14, 2017 8:17 AM |
| Randal Delbridge | 125747 | | 15 | Aug 14, 2017 8:18 AM |
| Tomika Blake | 00435189 | | 16 | Aug 14, 2017 8:36 AM |
| Melanie Musgrove | 00157471 | | 16 | Aug 14, 2017 8:38 AM |
| Dennis Rhodes | 00163741 | | 12 | Aug 14, 2017 8:43 AM |
| DEPREY FLOUR | 00180824 | | 7 | Aug 14, 2017 8:44 AM |
| DEPREY FLOUR | 00180824 | | 16 | Aug 14, 2017 8:48 AM |
| Terry Barnes | 00161611 | | 11 | Aug 14, 2017 8:49 AM |
| Michael Gamber | 00453869 | | 15 | Aug 14, 2017 8:53 AM |
| Terry Barnes | 00161611 | | 17 | Aug 14, 2017 8:54 AM |
| Caleb Darnell | 00443365 | | 8 | Aug 14, 2017 9:07 AM |
| Caleb Darnell | 00443365 | | 16 | Aug 14, 2017 9:11 AM |
| FRANKIE KEIRAI | 128819 | | 14 | Aug 14, 2017 9:12 AM |
| Christopher Baint | 00103115 | | 14 | Aug 14, 2017 9:13 AM |
| Caleb Darnell | 00443365 | | 15 | Aug 14, 2017 9:16 AM |
| Alesia Pines | 00428485 | | 13 | Aug 14, 2017 9:18 AM |
| Katherine Hollima | 000102799 | | 16 | Aug 14, 2017 9:25 AM |
| Wayne Raybuck | 00495930 | | 12 | Aug 14, 2017 9:27 AM |
| Wayne Raybuck | 00495930 | | 15 | Aug 14, 2017 9:55 AM |
| Janelle Frodge | 00486024 | | 15 | Aug 14, 2017 10:01 AM |
| DENNIS RHODE: | 00163741 | | 15 | Aug 14, 2017 10:01 AM |
| ALAN FRANKS | 386996 | | 14 | Aug 14, 2017 10:04 AM |
| Robert Lee | 00452961 | | 9 | Aug 14, 2017 10:04 AM |
| Andrew Diffie | 00427532 | | 17 | Aug 14, 2017 10:09 AM |
| Robert Lee | 00452961 | | 14 | Aug 14, 2017 10:12 AM |
| ALAN FRANKS | 386996 | | 16 | Aug 14, 2017 10:12 AM |
| Elizabeth Goldste | ce38901 | | 14 | Aug 14, 2017 10:13 AM |
| Rita Baker | | Board/Commissic | 15 | Aug 14, 2017 10:14 AM |
| Jon Lillard | 00112271 | | 13 | Aug 14, 2017 10:20 AM |
| Anglela Hayes | 00112196 | | 14 | Aug 14, 2017 10:23 AM |
| Jon Lillard | 0112271 | | 15 | Aug 14, 2017 10:24 AM |
| Jill Wilder | 00490970 | | 15 | Aug 14, 2017 10:25 AM |
| Robert Lively | | | 13 | Aug 14, 2017 10:29 AM |
| Gregory Hawkins | 00158505 | | 15 | Aug 14, 2017 10:32 AM |
| Robert Lively | 38374 | | 16 | Aug 14, 2017 10:37 AM |
| Jeannette Russ | | Board/Commissic | 17 | Aug 14, 2017 10:38 AM |

| | | | |
|-------------------|----------|----|-----------------------|
| Linda Ford | 00122887 | 16 | Aug 14, 2017 11:04 AM |
| Victoria Stotzer | 00108881 | 17 | Aug 14, 2017 11:12 AM |
| Chelsea Sharpe | 00424506 | 15 | Aug 14, 2017 11:13 AM |
| Angela Dawson | 00132554 | 11 | Aug 14, 2017 11:19 AM |
| Monty Kapavik | 00395111 | 12 | Aug 14, 2017 11:23 AM |
| Monty Kapavik | 00395111 | 10 | Aug 14, 2017 11:27 AM |
| Melissa Hutson | 00404570 | 16 | Aug 14, 2017 11:33 AM |
| Mohammad R. Kl | 00103123 | 13 | Aug 14, 2017 11:36 AM |
| Ben Atchley | 00177861 | 14 | Aug 14, 2017 11:36 AM |
| Monty Kapavik | 00395111 | 15 | Aug 14, 2017 11:37 AM |
| Eugene Fitzhugh | 0914001 | 12 | Aug 14, 2017 11:37 AM |
| Teressa Haddix | 00486598 | 7 | Aug 14, 2017 11:40 AM |
| Eugene Fitzhugh | 0914001 | 14 | Aug 14, 2017 11:42 AM |
| James Hartbarga | 00136294 | 16 | Aug 14, 2017 11:44 AM |
| Teressa Haddix | 00486598 | 16 | Aug 14, 2017 11:44 AM |
| teressa Haddix | 00486598 | 16 | Aug 14, 2017 11:49 AM |
| William Kane | 00149093 | 17 | Aug 14, 2017 11:53 AM |
| John Williams | 00101044 | 17 | Aug 14, 2017 11:54 AM |
| Lisa Mosby | 00377661 | 15 | Aug 14, 2017 12:03 PM |
| Tim Jaynes | 00156123 | 13 | Aug 14, 2017 12:06 PM |
| Mark Morris | 00494490 | 12 | Aug 14, 2017 12:17 PM |
| Francisco Valle | 00419768 | 15 | Aug 14, 2017 12:20 PM |
| Ashley Smith | 00125488 | 12 | Aug 14, 2017 12:22 PM |
| Jacque Fortenbe | 00158263 | 14 | Aug 14, 2017 12:30 PM |
| Mark Morris | 00494490 | 14 | Aug 14, 2017 12:31 PM |
| karen burkhart | 00140970 | 14 | Aug 14, 2017 12:32 PM |
| Ashley Smith | 00125488 | 16 | Aug 14, 2017 12:40 PM |
| Donald McCormic | 00120184 | 17 | Aug 14, 2017 12:46 PM |
| william daniels | 00106216 | 8 | Aug 14, 2017 12:48 PM |
| william daniels | 00106216 | 15 | Aug 14, 2017 12:57 PM |
| Angela Dawson | 00132554 | 16 | Aug 14, 2017 1:21 PM |
| Sam Reed | 00117203 | 13 | Aug 14, 2017 1:26 PM |
| Bruce Scott | 00439715 | 15 | Aug 14, 2017 1:35 PM |
| Rick Talley | 00141715 | 11 | Aug 14, 2017 1:36 PM |
| Sam Reed | 00117203 | 16 | Aug 14, 2017 1:36 PM |
| Michael Keith | 00115329 | 14 | Aug 14, 2017 1:44 PM |
| Rick Talley | 00141715 | 14 | Aug 14, 2017 1:44 PM |
| Carol McGlynn | 00350215 | 14 | Aug 14, 2017 2:18 PM |
| Pamela Pavao | 00440837 | 14 | Aug 14, 2017 2:22 PM |
| Lynn McHenry | 023 | 15 | Aug 14, 2017 2:24 PM |
| Dexter Mines | 00488558 | 13 | Aug 14, 2017 2:26 PM |
| Cheryl Deener | 0041898 | 15 | Aug 14, 2017 2:27 PM |
| Andy Diehl | ag20404 | 17 | Aug 14, 2017 2:27 PM |
| Dexter Mines | 00488558 | 15 | Aug 14, 2017 2:36 PM |
| Arnold Jay Uselto | 00125433 | 17 | Aug 14, 2017 2:37 PM |
| Reza Kheshti | 00103123 | 15 | Aug 14, 2017 2:39 PM |
| RHONDA PERRY | 00475843 | 12 | Aug 14, 2017 2:39 PM |
| Timothy McCoy | 00476406 | 13 | Aug 14, 2017 2:40 PM |
| Danny Kelly | 00159551 | 12 | Aug 14, 2017 2:42 PM |
| RHONDA PERRY | 00475843 | 16 | Aug 14, 2017 2:45 PM |
| John Cothron | 00152419 | 16 | Aug 14, 2017 2:48 PM |
| Danny Kelly | 00159551 | 16 | Aug 14, 2017 2:50 PM |
| Patricia Newton | 00128846 | 14 | Aug 14, 2017 2:55 PM |
| Francisco Valle | 00419768 | 15 | Aug 14, 2017 2:56 PM |
| Brian Grisham | 00147531 | 16 | Aug 14, 2017 2:56 PM |

| | | | | |
|------------------|-----------|-------------------|----|-----------------------|
| Timothy McCoy | 00476406 | | 16 | Aug 14, 2017 2:58 PM |
| Miles Brooks | 00496555 | | 14 | Aug 14, 2017 3:03 PM |
| Barry Melloan | 0049082 | | 13 | Aug 14, 2017 3:05 PM |
| Megan Mulcahy | | | 13 | Aug 14, 2017 3:18 PM |
| Megan Mulcahy | | | 17 | Aug 14, 2017 3:22 PM |
| Barry Melloan | 0049082 | | 17 | Aug 14, 2017 3:25 PM |
| Linda Goodwin | 00105078 | | 14 | Aug 14, 2017 3:26 PM |
| Claire Marsalis | 00318479 | | 16 | Aug 14, 2017 3:31 PM |
| cody vest | 00104444 | | 16 | Aug 14, 2017 3:41 PM |
| Shelton Parr | 00159082 | | 15 | Aug 14, 2017 4:07 PM |
| john conners | 00122455 | | 14 | Aug 14, 2017 4:09 PM |
| Frank Wagster | | Board/Commissic | 16 | Aug 14, 2017 4:19 PM |
| Dwyot Thornton | ce03645 | | 10 | Aug 14, 2017 4:37 PM |
| Dwyot Thornton | ce03645 | | 17 | Aug 14, 2017 4:47 PM |
| Joel Crofton | 00445206 | | 14 | Aug 14, 2017 4:57 PM |
| Michael Humphre | 00394684 | | 16 | Aug 14, 2017 5:19 PM |
| Gerald Trimmer | 00201867 | | 15 | Aug 14, 2017 5:48 PM |
| Michael Fox | | Contractor/Grante | 14 | Aug 14, 2017 5:53 PM |
| james dye | 6107 | | 12 | Aug 14, 2017 6:09 PM |
| Chris Holmes | | Board/Commissic | 11 | Aug 14, 2017 6:29 PM |
| Francisco Valle | 00419768 | | 15 | Aug 14, 2017 6:53 PM |
| Chris Holmes | | Contractor/Grante | 15 | Aug 14, 2017 6:54 PM |
| Jerry Archer | | | 12 | Aug 14, 2017 7:31 PM |
| Gary Hutchinson | | | 13 | Aug 14, 2017 7:50 PM |
| Gary Hutchinson | | | 15 | Aug 14, 2017 7:56 PM |
| Augustus Bryan | 6219 | | 15 | Aug 14, 2017 7:57 PM |
| Jerry Archer | | | 15 | Aug 14, 2017 8:07 PM |
| Vincent Pishner | | | 14 | Aug 14, 2017 8:09 PM |
| Tracy Barnett | 6781 | | 14 | Aug 14, 2017 8:13 PM |
| Jerry Archer | | | 17 | Aug 14, 2017 8:16 PM |
| Kyle Winnett | 00468407 | | 15 | Aug 14, 2017 8:16 PM |
| james dye | 6107 | | 16 | Aug 14, 2017 8:44 PM |
| mark boring | 000447641 | | 13 | Aug 14, 2017 8:49 PM |
| mark boring | 000447641 | | 15 | Aug 14, 2017 8:59 PM |
| Payton Smth | 6039 | | 16 | Aug 14, 2017 9:15 PM |
| mittchell wright | 6635 | | 17 | Aug 14, 2017 9:18 PM |
| gary west | | | 14 | Aug 14, 2017 9:51 PM |
| Jerry Hunsucker | 6433 | | 13 | Aug 14, 2017 10:13 PM |
| Jerry Hunsucker | 6433 | | 13 | Aug 14, 2017 10:24 PM |
| Charles Swann | 00468348 | | 15 | Aug 14, 2017 10:28 PM |
| Jerry Hunsucker | 6433 | | 15 | Aug 14, 2017 10:31 PM |
| Francisco Valle | 00419768 | | 15 | Aug 14, 2017 10:49 PM |
| James Dearing | 6837 | | 16 | Aug 15, 2017 1:48 AM |
| April Odom | 00416635 | | 11 | Aug 15, 2017 7:40 AM |
| April Odom | 00416635 | | 14 | Aug 15, 2017 7:45 AM |
| Lillian Johnson | 00100699 | | 11 | Aug 15, 2017 8:43 AM |
| Mark Faughn | 00107757 | | 15 | Aug 15, 2017 8:43 AM |
| Chris Knutsen | 00150698 | | 12 | Aug 15, 2017 8:51 AM |
| Chris Knutsen | 00150698 | | 16 | Aug 15, 2017 8:57 AM |
| John McClain | 00424368 | | 13 | Aug 15, 2017 8:57 AM |
| Lillian Johnson | 00100699 | | 17 | Aug 15, 2017 9:00 AM |
| Jackie cUNNINGI | 419896 | | 16 | Aug 15, 2017 9:00 AM |
| JEFF WARNER | 145802 | | 13 | Aug 15, 2017 9:02 AM |
| John McClain | 00424368 | | 17 | Aug 15, 2017 9:04 AM |
| James Barnes | 00154832 | | 15 | Aug 15, 2017 9:05 AM |

| | | | | |
|-------------------|--------------|-------------------|----|-----------------------|
| Daniel Anderson | 00122914 | | 12 | Aug 15, 2017 9:06 AM |
| Phillip Kimbrough | 00466991 | | 11 | Aug 15, 2017 9:20 AM |
| Russell Schwahn | 00418361 | | 17 | Aug 15, 2017 9:25 AM |
| Austin McMullen | | Board/Commissic | 15 | Aug 15, 2017 9:25 AM |
| Elizabeth Collier | 00108407 | | 15 | Aug 15, 2017 9:26 AM |
| Phillip Kimbrough | 00466991 | | 15 | Aug 15, 2017 9:29 AM |
| Clint Williams | 00143348 | | 17 | Aug 15, 2017 9:33 AM |
| Patti Miller | | Contractor/Grante | 17 | Aug 15, 2017 9:36 AM |
| William Sykes | 477418 | | 16 | Aug 15, 2017 9:37 AM |
| Kimberly Parks | 00495462 | | 9 | Aug 15, 2017 9:38 AM |
| Steven Darrough | 00123489 | | 17 | Aug 15, 2017 9:39 AM |
| Jeremy Hubanks | 00398200 | | 17 | Aug 15, 2017 9:39 AM |
| John Jacobs | 5017 | | 16 | Aug 15, 2017 9:41 AM |
| Michael Blakely | 00448556 | | 16 | Aug 15, 2017 9:43 AM |
| cheryle hunt | 00126708 | | 13 | Aug 15, 2017 9:44 AM |
| Mona Wynne | 00413316 | | 17 | Aug 15, 2017 9:47 AM |
| Jerry Biddle | 136245 | | 12 | Aug 15, 2017 9:49 AM |
| Daniel Anderson | 00122914 | | 14 | Aug 15, 2017 9:58 AM |
| cheryle hunt | 00126708 | | 16 | Aug 15, 2017 9:58 AM |
| tosha rogers | 004852286 | | 9 | Aug 15, 2017 10:02 AM |
| Melinda Winters | 00150431 | | 14 | Aug 15, 2017 10:07 AM |
| JEFF WARNER | 145802 | | 13 | Aug 15, 2017 10:12 AM |
| tosha rogers | 004852286 | | 16 | Aug 15, 2017 10:16 AM |
| Daryl Newport | 00161021 | | 17 | Aug 15, 2017 10:18 AM |
| Rebecca Stanfill | | | 15 | Aug 15, 2017 10:33 AM |
| Rianna Womack | 00363400 | | 14 | Aug 15, 2017 10:37 AM |
| John Griess | | Board/Commissic | 12 | Aug 15, 2017 10:37 AM |
| Marquisha Rober | 480762 | | 14 | Aug 15, 2017 10:38 AM |
| MARVIN FISHER JR. | | Contractor/Grante | 15 | Aug 15, 2017 10:40 AM |
| Tammy Harsh | 00104853 | | 15 | Aug 15, 2017 10:40 AM |
| Daniel Fitzgerald | 00117828 | | 17 | Aug 15, 2017 10:41 AM |
| TROY KEMP | | Contractor/Grante | 16 | Aug 15, 2017 10:44 AM |
| John Griess | | Board/Commissic | 14 | Aug 15, 2017 10:51 AM |
| BRITTANY MURRAY | | Contractor/Grante | 17 | Aug 15, 2017 10:51 AM |
| Chester Bishop | 00110422 | | 12 | Aug 15, 2017 11:10 AM |
| Chester Bishop | 00110422 | | 14 | Aug 15, 2017 11:18 AM |
| Randy Layne | 00438794 | | 15 | Aug 15, 2017 11:21 AM |
| Robert McLeay | | | 9 | Aug 15, 2017 12:09 PM |
| Robert McLeay | robe0620001 | | 10 | Aug 15, 2017 12:16 PM |
| robert mcleay | robes0620001 | | 17 | Aug 15, 2017 12:20 PM |
| Jason Sparks | 00368349 | | 17 | Aug 15, 2017 12:37 PM |
| Eric Sacharczyk | 453479 | | 17 | Aug 15, 2017 12:44 PM |
| Nichole Brown | 155203 | | 17 | Aug 15, 2017 12:46 PM |
| Jason Powell | 124728 | | 12 | Aug 15, 2017 1:05 PM |
| Bobby Wood | 00459761 | | 13 | Aug 15, 2017 1:05 PM |
| Jason Powell | 124728 | | 17 | Aug 15, 2017 1:12 PM |
| Bobby Wood | 00459761 | | 16 | Aug 15, 2017 1:14 PM |
| gary blume | | Board/Commissic | 14 | Aug 15, 2017 1:22 PM |
| Kenneth Broughtc | 7445 | | 14 | Aug 15, 2017 1:32 PM |
| Kristen Aplin | 00158914 | | 15 | Aug 15, 2017 1:33 PM |
| Jay Moore | | Board/Commissic | 14 | Aug 15, 2017 2:21 PM |
| Nastashia Barlow | 00441674 | | 9 | Aug 15, 2017 2:22 PM |
| Nastashia Barlow | 00441674 | | 15 | Aug 15, 2017 2:27 PM |
| Joseph Roberson | 00121794 | | 14 | Aug 15, 2017 3:01 PM |
| Robbie Gentry | 135224 | | 14 | Aug 15, 2017 3:23 PM |

| | | | | |
|---------------------------|-------------|-------------------|----|-----------------------|
| Rhonda Emanuel | 00407918 | | 16 | Aug 15, 2017 3:25 PM |
| Jarasbot Kirsch | 00151882 | | 16 | Aug 15, 2017 3:28 PM |
| Barbara Shank | 00105153 | | 13 | Aug 15, 2017 3:30 PM |
| David Amick | 00151985 | | 16 | Aug 15, 2017 3:34 PM |
| Barbara Shank | 105153 | | 17 | Aug 15, 2017 3:46 PM |
| Kimberly Parks | 00495462 | | 13 | Aug 15, 2017 3:50 PM |
| Bascom Daugherty | | Contractor/Grante | 12 | Aug 15, 2017 4:13 PM |
| McKenzie Roberts | | Board/Commissic | 15 | Aug 15, 2017 4:21 PM |
| Bascom Daugherty | | Contractor/Grante | 14 | Aug 15, 2017 4:24 PM |
| Marie Murphy | 00123743 | | 14 | Aug 15, 2017 4:28 PM |
| Paul Brown | | Board/Commissic | 16 | Aug 15, 2017 4:34 PM |
| Kelsey Bridges | 00485689 | | 14 | Aug 15, 2017 5:19 PM |
| Harley Revis | 6826 | | 15 | Aug 15, 2017 5:24 PM |
| JEFF WARNER | 145802 | | 12 | Aug 15, 2017 6:24 PM |
| JEFF Warner | 145802 | | 16 | Aug 15, 2017 6:39 PM |
| Robert Campbell | | Board/Commissic | 13 | Aug 15, 2017 7:31 PM |
| Dennis Vaughn | 15 | | 11 | Aug 15, 2017 7:35 PM |
| Robert Campbell | | Board/Commissic | 17 | Aug 15, 2017 7:36 PM |
| Thomas Allen | 6196 | | 14 | Aug 15, 2017 8:12 PM |
| Larry Snodgrass | 00131605 | | 13 | Aug 15, 2017 8:42 PM |
| LARRY SNODGR | 00131605 | | 17 | Aug 15, 2017 8:53 PM |
| Steven Hildebrand | | Contractor/Grante | 15 | Aug 16, 2017 6:59 AM |
| Fred Garbler | 00102234 | | 16 | Aug 16, 2017 7:22 AM |
| Elizabeth Johnsor ce38877 | | | 12 | Aug 16, 2017 8:09 AM |
| Elizabeth Johnsor ce38877 | | | 16 | Aug 16, 2017 8:15 AM |
| Steven Hildebrand | | | 16 | Aug 16, 2017 8:34 AM |
| Tiffany Key | 00409876 | | 15 | Aug 16, 2017 8:39 AM |
| Regionald Tullos | 00438039 | | 16 | Aug 16, 2017 9:08 AM |
| Jerry Biddle | 136245 | | 14 | Aug 16, 2017 9:19 AM |
| John Garrido | 00106403 | | 13 | Aug 16, 2017 9:23 AM |
| Jeff Elliott | 00112665 | | 17 | Aug 16, 2017 9:38 AM |
| Hanley Hammonc | 33502157457 | | 12 | Aug 16, 2017 9:38 AM |
| Hanley Hammond | | | 16 | Aug 16, 2017 9:41 AM |
| Terry Smith | 00156972 | | 17 | Aug 16, 2017 9:49 AM |
| Mark Boyd | 00123099 | | 15 | Aug 16, 2017 10:14 AM |
| Ernest Owens | 00132883 | | 6 | Aug 16, 2017 10:33 AM |
| William Mason | 00158331 | | 17 | Aug 16, 2017 10:47 AM |
| Karie Duke | | Contractor/Grante | 13 | Aug 16, 2017 11:11 AM |
| Karie Duke | | Contractor/Grante | 16 | Aug 16, 2017 11:17 AM |
| Cherrelle Hooper CE38831 | | | 14 | Aug 16, 2017 11:28 AM |
| Dodd St Louis | 00420939 | | 15 | Aug 16, 2017 11:47 AM |
| Tina Baker | 00147914 | | 13 | Aug 16, 2017 11:50 AM |
| Brenda Breeden | 00153911 | | 9 | Aug 16, 2017 11:53 AM |
| RONESHIA DOW | 00354812 | | 12 | Aug 16, 2017 11:53 AM |
| Tina Baker | 00147914 | | 17 | Aug 16, 2017 11:54 AM |
| roneshia dowell | 00354812 | | 16 | Aug 16, 2017 11:59 AM |
| Brenda Breeden | 00153911 | | 14 | Aug 16, 2017 12:06 PM |
| Joyce Leigh Fergi | 00131885 | | 14 | Aug 16, 2017 12:51 PM |
| Fontaine Taylor | | Board/Commissic | 12 | Aug 16, 2017 1:05 PM |
| Gary Gregory | 6387 | | 17 | Aug 16, 2017 1:08 PM |
| Casey Stuart | | Board/Commissic | 17 | Aug 16, 2017 1:13 PM |
| Jay Sehi | 7401 | | 17 | Aug 16, 2017 1:20 PM |
| Jeff Morris | | Board/Commissic | 11 | Aug 16, 2017 1:24 PM |
| Jason Smith | 00428805 | | 11 | Aug 16, 2017 1:28 PM |
| Jeff Morris | | Board/Commissic | 16 | Aug 16, 2017 1:29 PM |

| | | | | |
|---------------------------|------------|-------------------|----|-----------------------|
| Jason Smith | 00428805 | | 15 | Aug 16, 2017 1:36 PM |
| Jeremy Chamber: | 00147346 | | 16 | Aug 16, 2017 1:55 PM |
| Reese Smith | | | 14 | Aug 16, 2017 2:41 PM |
| Fontaine Taylor | | Board/Commissic | 14 | Aug 16, 2017 2:43 PM |
| Angela Hoover | | Board/Commissic | 15 | Aug 16, 2017 2:46 PM |
| Ira Douglas | | Contractor/Grante | 14 | Aug 16, 2017 2:50 PM |
| Hyun Kim | 00413969 | | 16 | Aug 16, 2017 2:58 PM |
| Charles Hellmann | | Board/Commissic | 13 | Aug 16, 2017 3:11 PM |
| John Doyle | | | 13 | Aug 16, 2017 3:32 PM |
| Philip Cameron | 00472019 | | 15 | Aug 16, 2017 3:38 PM |
| Bobby Dunlap | 7153 | | 13 | Aug 16, 2017 3:41 PM |
| John Doyle | | | 16 | Aug 16, 2017 3:42 PM |
| John Garrido | 00106403 | | 13 | Aug 16, 2017 3:45 PM |
| A Crofford | 00163053 | | 12 | Aug 16, 2017 3:48 PM |
| John Garrido | 00106403 | | 17 | Aug 16, 2017 3:53 PM |
| A Crofford | 00163053 | | 16 | Aug 16, 2017 3:54 PM |
| Amber McDonald c338347 | | | 15 | Aug 16, 2017 3:58 PM |
| Renee Powell | 00130402 | | 16 | Aug 16, 2017 3:58 PM |
| Jack A. (Andy) Bonner, Jr | | Board/Commissic | 13 | Aug 16, 2017 6:07 PM |
| Jack A. (Andy) Bonner, Jr | | Board/Commissic | 16 | Aug 16, 2017 6:17 PM |
| Mark Yates | 00448481 | | 16 | Aug 16, 2017 8:47 PM |
| Pamela Church | | | 16 | Aug 17, 2017 12:18 AM |
| Nina Coppinger | | Board/Commissic | 12 | Aug 17, 2017 7:25 AM |
| Frank Harris | | | 13 | Aug 17, 2017 7:37 AM |
| Nina Coppinger | | Board/Commissic | 15 | Aug 17, 2017 7:37 AM |
| Frank Harris | 00131679 | | 14 | Aug 17, 2017 7:49 AM |
| Mike Gulley | 00100125 | | 16 | Aug 17, 2017 8:00 AM |
| Tammy Emery | 00374936 | | 12 | Aug 17, 2017 8:16 AM |
| Heith Willis | 00427917 | | 15 | Aug 17, 2017 8:19 AM |
| Bradley Bailey | 00484643 | | 10 | Aug 17, 2017 8:23 AM |
| tammy emery | 00374936 | | 17 | Aug 17, 2017 8:30 AM |
| Bradley Bailey | 00484643 | | 16 | Aug 17, 2017 8:31 AM |
| Stephanie Specht | | Board/Commissic | 15 | Aug 17, 2017 8:35 AM |
| Terry Singleton | 000159014 | | 14 | Aug 17, 2017 9:09 AM |
| Dan Wilson | 6321 | | 16 | Aug 17, 2017 9:36 AM |
| GROVER McCOY | | Contractor/Grante | 11 | Aug 17, 2017 9:38 AM |
| GROVER McCOY | | Contractor/Grante | 15 | Aug 17, 2017 9:49 AM |
| Janine Wills | 00492358 | | 13 | Aug 17, 2017 10:20 AM |
| Tim Lingerfelt | | Board/Commissic | 15 | Aug 17, 2017 10:25 AM |
| janine wills | 00492358 | | 16 | Aug 17, 2017 10:25 AM |
| Janet White | 00157406 | | 15 | Aug 17, 2017 11:26 AM |
| JL Jacobs | 6028 | | 16 | Aug 17, 2017 12:02 PM |
| Alexis Braun | 00491851 | | 16 | Aug 17, 2017 12:28 PM |
| Gerry Blouin | 00468890 | | 12 | Aug 17, 2017 12:48 PM |
| Marshall Buckner | 00131322 | | 16 | Aug 17, 2017 12:58 PM |
| Phil Duncan | 00150583 | | 17 | Aug 17, 2017 12:58 PM |
| Phillip Mitchell | 00127329 | | 16 | Aug 17, 2017 1:10 PM |
| Gerry Blouin | 00468890 | | 16 | Aug 17, 2017 1:14 PM |
| Charles Armstron | 00434418 | | 17 | Aug 17, 2017 1:45 PM |
| Evaline Beard | 00159220 | | 15 | Aug 17, 2017 1:48 PM |
| Rosemarie Johnson | | Board/Commissic | 13 | Aug 17, 2017 1:48 PM |
| Robert Davis | 6714 | | 12 | Aug 17, 2017 1:56 PM |
| Galyon Northcutt | | Board/Commissic | 13 | Aug 17, 2017 1:56 PM |
| Rosemarie Johnson | | Board/Commissic | 17 | Aug 17, 2017 2:22 PM |
| Don Coleman | 01/09/1949 | | 10 | Aug 17, 2017 2:33 PM |

| | | | | |
|--------------------|-----------|-------------------|----|-----------------------|
| Lindsey Shepard | 00472440 | | 14 | Aug 17, 2017 2:33 PM |
| Galyon Northcutt | | Board/Commissic | 16 | Aug 17, 2017 2:41 PM |
| IREN GREENE | 00137252 | | 14 | Aug 17, 2017 3:22 PM |
| Arnold Grooms | | Contractor/Grante | 10 | Aug 17, 2017 3:30 PM |
| Arnold Grooms | | Contractor/Grante | 15 | Aug 17, 2017 3:35 PM |
| Kevin Krumrey | 00356715 | | 17 | Aug 17, 2017 3:41 PM |
| Rhonda Brown | 473344 | | 8 | Aug 17, 2017 4:00 PM |
| James Guess | 00105230 | | 12 | Aug 17, 2017 4:00 PM |
| James Guess | 00105230 | | 17 | Aug 17, 2017 4:08 PM |
| Larry Flair | | Board/Commissic | 12 | Aug 17, 2017 4:18 PM |
| Larry Flair | | Board/Commissic | 12 | Aug 17, 2017 4:26 PM |
| Larry Flair | | Board/Commissic | 9 | Aug 17, 2017 4:35 PM |
| Larry Flair | | Board/Commissic | 17 | Aug 17, 2017 4:40 PM |
| David Savage | 00119781 | | 14 | Aug 17, 2017 6:28 PM |
| Rex Garrison | | Board/Commissic | 14 | Aug 17, 2017 9:20 PM |
| Eddie Dowdy | 00419637 | | 16 | Aug 17, 2017 9:58 PM |
| Bobby Cannon | | Board/Commissic | 14 | Aug 17, 2017 10:04 PM |
| denise messer | 00102831 | | 15 | Aug 18, 2017 7:41 AM |
| Randall Thomas | | Board/Commissic | 11 | Aug 18, 2017 7:57 AM |
| Thomas Smith | 00449345 | | 12 | Aug 18, 2017 8:03 AM |
| David Saffell | 00424175 | | 17 | Aug 18, 2017 8:19 AM |
| Thomas Smith | 00449345 | | 15 | Aug 18, 2017 8:29 AM |
| Dustin Barati | 00407522 | | 15 | Aug 18, 2017 8:51 AM |
| Justin Greene | 00494530 | | 11 | Aug 18, 2017 9:21 AM |
| Justin Greene | 00494530 | | 15 | Aug 18, 2017 9:52 AM |
| Bobby Dunlap | 7153 | | 12 | Aug 18, 2017 10:11 AM |
| Jason Poore | 00142372 | | 12 | Aug 18, 2017 10:41 AM |
| Jeffrey Bagwell | 148770 | | 12 | Aug 18, 2017 10:44 AM |
| Jason Poore | 00142372 | | 16 | Aug 18, 2017 10:47 AM |
| Jeffrey Bagwell | 148770 | | 15 | Aug 18, 2017 10:54 AM |
| James S. Bryar DEI | 6275 | | 16 | Aug 18, 2017 11:09 AM |
| Siripong Malasri | 899024826 | | 16 | Aug 18, 2017 11:13 AM |
| Bobby Dunlap | 7153 | | 15 | Aug 18, 2017 11:14 AM |
| Daniel Foster | 00122804 | | 12 | Aug 18, 2017 11:14 AM |
| Daniel Foster | 00122804 | | 16 | Aug 18, 2017 11:25 AM |
| Michelle Dennis | 00393341 | | 15 | Aug 18, 2017 11:38 AM |
| George Rogers | 00146128 | | 15 | Aug 18, 2017 11:39 AM |
| robert lane | 6512 | | 14 | Aug 18, 2017 12:03 PM |
| Shannon Pattersc | 7164 | | 14 | Aug 18, 2017 12:03 PM |
| Sara VanLandingham | | | 15 | Aug 18, 2017 12:23 PM |
| Vickie Trice | 00117894 | | 14 | Aug 18, 2017 1:10 PM |
| Baylie Scott | 00469027 | | 13 | Aug 18, 2017 1:14 PM |
| Baylie Scott | 00469027 | | 15 | Aug 18, 2017 1:18 PM |
| Alan Rousseau | | Board/Commissic | 13 | Aug 18, 2017 1:18 PM |
| Roy Bozeman | ce10957 | | 14 | Aug 18, 2017 1:25 PM |
| Alan Rousseau | | Board/Commissic | 15 | Aug 18, 2017 1:27 PM |
| Edward Dinkel | | Contractor/Grante | 17 | Aug 18, 2017 1:37 PM |
| Michael Norman | 00475877 | | 14 | Aug 18, 2017 1:39 PM |
| courtney kelly | E00025072 | | 16 | Aug 18, 2017 1:41 PM |
| Franklin Andersor | 00357523 | | 12 | Aug 18, 2017 2:12 PM |
| David Vacca | | Contractor/Grante | 16 | Aug 18, 2017 2:16 PM |
| Franklin Andersor | 00357523 | | 15 | Aug 18, 2017 2:22 PM |
| Rhonda S Brown | 473344 | | 14 | Aug 18, 2017 2:37 PM |
| Jeffrey Gammon | 00449081 | | 15 | Aug 18, 2017 2:43 PM |
| Gay Moon | | Board/Commissic | 13 | Aug 18, 2017 3:08 PM |

| | | | | |
|---------------------------|-----------|-------------------|----|-----------------------|
| Laura Hartsfield | 00452788 | | 14 | Aug 18, 2017 3:13 PM |
| Marvin Montgom | 00148791 | | 12 | Aug 18, 2017 3:28 PM |
| Marvin Montgom | 00148791 | | 15 | Aug 18, 2017 3:40 PM |
| Gay Moon | | | 16 | Aug 18, 2017 3:45 PM |
| Ronnie Colyer | | Board/Commissic | 16 | Aug 18, 2017 4:33 PM |
| John Warden | 00153913 | | 16 | Aug 18, 2017 5:02 PM |
| Daniel McKinney | | Contractor/Grante | 12 | Aug 18, 2017 5:12 PM |
| Daniel McKinney | | Contractor/Grante | 16 | Aug 18, 2017 5:24 PM |
| Richard Bursi | 00395178 | | 16 | Aug 18, 2017 6:12 PM |
| Aaron Jones | 00135602 | | 15 | Aug 18, 2017 10:14 PM |
| Patricia Richmond-Parsond | | Board/Commissic | 17 | Aug 18, 2017 10:18 PM |
| Gerald Hayes | 00343856 | | 15 | Aug 19, 2017 9:06 AM |
| mike dearing | | | 9 | Aug 19, 2017 10:12 AM |
| Randall Thomas | | Board/Commissic | 15 | Aug 19, 2017 10:25 AM |
| mike dearing | 6613 | | 11 | Aug 19, 2017 10:49 AM |
| mike dearing | 6613 | | 17 | Aug 19, 2017 10:58 AM |
| Aaron Williams | 7412 | | 14 | Aug 19, 2017 11:58 AM |
| John Thorpe | | Board/Commissic | 16 | Aug 19, 2017 2:41 PM |
| Keith Whittington | 00140762 | | 11 | Aug 19, 2017 3:59 PM |
| Keith Whittington | 00140762 | | 14 | Aug 19, 2017 4:06 PM |
| Eddie Lafollette | | Contractor/Grante | 6 | Aug 19, 2017 5:12 PM |
| Eddie Lafollette | | Contractor/Grante | 17 | Aug 19, 2017 5:16 PM |
| sammy catlett | 6725 | | 17 | Aug 19, 2017 5:44 PM |
| Aaron Jones | 00135602 | | 15 | Aug 20, 2017 7:51 AM |
| Marsha Bynum | 00159899 | | 14 | Aug 20, 2017 9:19 AM |
| Jeremy Martin | 00448424 | | 12 | Aug 20, 2017 10:27 AM |
| Jeremy Martin | 00448424 | | 16 | Aug 20, 2017 10:37 AM |
| Mona Sappenfield | | Board/Commissic | 14 | Aug 20, 2017 10:45 AM |
| roger russell | | Contractor/Grante | 13 | Aug 20, 2017 11:33 AM |
| roger russell | | Contractor/Grante | 15 | Aug 20, 2017 11:42 AM |
| Robert Gribble | 00122760 | | 16 | Aug 20, 2017 2:16 PM |
| Walter McKinney | | Board/Commissic | 11 | Aug 20, 2017 2:24 PM |
| Walter McKinney | | Board/Commissic | 16 | Aug 20, 2017 2:41 PM |
| Larry Craddock | 00483258 | | 16 | Aug 20, 2017 3:27 PM |
| joseph strong | 00160961 | | 15 | Aug 20, 2017 4:34 PM |
| greg maitland | 6983 | | 15 | Aug 20, 2017 4:47 PM |
| John Hannon | | Board/Commissic | 12 | Aug 20, 2017 5:49 PM |
| John Hannon | | Board/Commissic | 16 | Aug 20, 2017 5:59 PM |
| Winfred Hesson | 5915 | | 16 | Aug 20, 2017 6:19 PM |
| tracy hesson | 7007 | | 16 | Aug 20, 2017 6:28 PM |
| Wanda Garner | 00149751 | | 14 | Aug 20, 2017 8:31 PM |
| Ricky Watkins | | Contractor/Grante | 13 | Aug 20, 2017 10:50 PM |
| Ricky Watkins | | Contractor/Grante | 15 | Aug 20, 2017 11:08 PM |
| Bill Luna | 00156799 | | 14 | Aug 21, 2017 7:16 AM |
| Hanaa Manan | 141501 | | 12 | Aug 21, 2017 7:36 AM |
| Hanaa Manan | 141501 | | 14 | Aug 21, 2017 7:44 AM |
| Mary Crawford | 00475839 | | 13 | Aug 21, 2017 7:46 AM |
| Roxana Gumucio | 00379859 | | 12 | Aug 21, 2017 7:50 AM |
| Mary Crawford | 00475839 | | 17 | Aug 21, 2017 7:51 AM |
| Roxana` Gumucic | 00379859 | | 15 | Aug 21, 2017 8:01 AM |
| SABRINA GRESAHM | | | 15 | Aug 21, 2017 8:45 AM |
| Vickie Trice | 00117894 | | 16 | Aug 21, 2017 8:49 AM |
| Gregory Adams | 00334915 | | 15 | Aug 21, 2017 8:51 AM |
| Joshua Holden | | Board/Commissic | 14 | Aug 21, 2017 8:51 AM |
| CAROLYN MCNE | 000145254 | | 7 | Aug 21, 2017 9:35 AM |

| | | | | |
|---------------------|---------------|-------------------|----|-----------------------|
| CAROLYN MCNE | 000145254 | | 13 | Aug 21, 2017 9:48 AM |
| CAROLYN MCNE | 000145254 | | 16 | Aug 21, 2017 9:56 AM |
| Roselyn Yebuah | ce38878 | | 13 | Aug 21, 2017 10:02 AM |
| Roselyn Yebuah | ce38878 | | 16 | Aug 21, 2017 10:08 AM |
| James David Ma | 6411 | | 17 | Aug 21, 2017 10:17 AM |
| joel damons | 00110429 | | 14 | Aug 21, 2017 10:49 AM |
| Tommie Morelock | 00427914 | | 15 | Aug 21, 2017 10:56 AM |
| Ernest Hunt | 00113840 | | 14 | Aug 21, 2017 11:21 AM |
| Deborah Moore | 00119058 | | 11 | Aug 21, 2017 11:39 AM |
| Deborah Moore | 0119058 | | 17 | Aug 21, 2017 11:48 AM |
| Brian Farris | 00464856 | | 12 | Aug 21, 2017 1:13 PM |
| Brian Farris | 00464856 | | 17 | Aug 21, 2017 1:39 PM |
| Robert Turner | 00134832 | | 16 | Aug 21, 2017 1:55 PM |
| Benjamin Wrathe | 00116403 | | 14 | Aug 21, 2017 2:17 PM |
| David Dorris | 00119661 | | 14 | Aug 21, 2017 2:55 PM |
| Randy Ellis | I do not know | | 13 | Aug 21, 2017 2:59 PM |
| Brenda Lewis Graham | | Board/Commissic | 14 | Aug 21, 2017 3:00 PM |
| Randy Ellis | DO not know | | 15 | Aug 21, 2017 3:05 PM |
| David Sloan | | | 12 | Aug 21, 2017 3:22 PM |
| Karyn Johnson | CE38876 | | 15 | Aug 21, 2017 3:26 PM |
| Kristie Thompson | 00467421 | | 11 | Aug 21, 2017 3:33 PM |
| Edgar Hines | 00105032 | | 16 | Aug 21, 2017 3:48 PM |
| Kristie Thompson | 00467421 | | 17 | Aug 21, 2017 3:52 PM |
| Kimberly Morgan | 00120623 | | 16 | Aug 21, 2017 4:00 PM |
| Sundra Dunlap | 00390254 | | 11 | Aug 21, 2017 4:14 PM |
| Kim Hines | 00124653 | | 14 | Aug 21, 2017 4:46 PM |
| Mike Williams | 00428747 | | 15 | Aug 21, 2017 5:36 PM |
| Michelle Grice | 00130015 | | 14 | Aug 21, 2017 9:57 PM |
| anita charlton | | Board/Commissic | 16 | Aug 21, 2017 11:37 PM |
| Michael Cloyd | 7276 | | 14 | Aug 22, 2017 7:20 AM |
| sundra dunlap | 00390254 | | 17 | Aug 22, 2017 7:52 AM |
| Jason Gilliam | 00139271 | | 16 | Aug 22, 2017 7:53 AM |
| Laurie Sharp | 00434855 | | 11 | Aug 22, 2017 8:13 AM |
| Terry Potter | 00114430 | | 14 | Aug 22, 2017 8:19 AM |
| Olivia Flood | OLIVE0409001 | | 15 | Aug 22, 2017 9:29 AM |
| Bryan Turner | 00452909 | | 17 | Aug 22, 2017 9:57 AM |
| FELITHIA BALLARD | | Contractor/Grante | 17 | Aug 22, 2017 10:00 AM |
| Tina Bishop | 00290029 | | 17 | Aug 22, 2017 10:01 AM |
| Arthur Richards | | Board/Commissic | 16 | Aug 22, 2017 10:04 AM |
| Mindy Walker | 00472516 | | 14 | Aug 22, 2017 10:18 AM |
| Vanessa Huntsm: | 00422439 | | 15 | Aug 22, 2017 10:21 AM |
| Pamela Hill | 00419122 | | 13 | Aug 22, 2017 10:38 AM |
| Alisha Pruitt | 00134434 | | 15 | Aug 22, 2017 10:41 AM |
| Briton Collins | | Board/Commissic | 17 | Aug 22, 2017 10:48 AM |
| Jerome Rood | 00126336 | | 13 | Aug 22, 2017 11:07 AM |
| Doug Turnbull | 6152 | | 12 | Aug 22, 2017 11:09 AM |
| Jerome Rood | 00126336 | | 16 | Aug 22, 2017 11:19 AM |
| Pamela Hill | 00419122 | | 16 | Aug 22, 2017 11:29 AM |
| Doug Turnbull | 6152 | | 17 | Aug 22, 2017 11:35 AM |
| Preston Harris | 00383423 | | 10 | Aug 22, 2017 12:20 PM |
| Preston Harris | 00383423 | | 15 | Aug 22, 2017 12:29 PM |
| Christina Chatma | ce38428 | | 13 | Aug 22, 2017 12:30 PM |
| Christina Chatma | ce38428 | | 14 | Aug 22, 2017 12:42 PM |
| Ronald Gray | 5971 | | 15 | Aug 22, 2017 12:47 PM |
| Robert Gray | 7355 | | 17 | Aug 22, 2017 12:53 PM |

| | | | | |
|-----------------|--------------|-------------------|----|-----------------------|
| Dennis Gray | 5904 | | 17 | Aug 22, 2017 12:57 PM |
| james harper | 00453873 | | 13 | Aug 22, 2017 12:57 PM |
| james harper | 00453873 | | 16 | Aug 22, 2017 1:08 PM |
| Laurie Sharp | 00434855 | | 17 | Aug 22, 2017 1:16 PM |
| Brad Harris | 00498209 | | 12 | Aug 22, 2017 1:37 PM |
| brad harris | 00498209 | | 16 | Aug 22, 2017 1:43 PM |
| Judy McAllister | | Board/Commissic | 12 | Aug 22, 2017 1:45 PM |
| Travis Blevins | 00438021 | | 15 | Aug 22, 2017 3:04 PM |
| Sharron Waugh | 00226954 | | 17 | Aug 22, 2017 3:06 PM |
| Timothy Lawson | 00462241 | | 14 | Aug 22, 2017 3:35 PM |
| William Smith | 7287 | | 16 | Aug 22, 2017 5:54 PM |
| Raymond Keene | 6657 | | 15 | Aug 22, 2017 6:08 PM |
| Ricky Watkins | | Contractor/Grante | 16 | Aug 22, 2017 6:31 PM |
| Johnie Plunk | | Contractor/Grante | 13 | Aug 22, 2017 7:46 PM |
| Johnie Plunk | | Contractor/Grante | 17 | Aug 22, 2017 7:50 PM |
| Emily Kinney | 00464815 | | 14 | Aug 22, 2017 8:02 PM |
| Lorrie Brouse | ce38527 | | 17 | Aug 22, 2017 9:54 PM |
| Benjamin Wexler | 00452910 | | 17 | Aug 22, 2017 11:19 PM |
| Don Lee | 00468411 | | 11 | Aug 23, 2017 1:36 AM |
| Don Lee | 00468411 | | 16 | Aug 23, 2017 1:41 AM |
| Don Lee | 00468411 | | 16 | Aug 23, 2017 1:53 AM |
| Mark Finucane | | Board/Commissic | 16 | Aug 23, 2017 8:43 AM |
| Ken Gibson | | Board/Commissic | 16 | Aug 23, 2017 8:50 AM |
| Alan Irvin | 00454594 | | 17 | Aug 23, 2017 8:54 AM |
| Joseph Underwo | 00153271 | | 15 | Aug 23, 2017 9:21 AM |
| Glenn Chrisman | | Board/Commissic | 15 | Aug 23, 2017 9:53 AM |
| Dennis Isham | E00370749 | | 11 | Aug 23, 2017 10:01 AM |
| Dennis Isham | E00370749 | | 17 | Aug 23, 2017 10:10 AM |
| John Rodgers | JOHNR0121003 | | 9 | Aug 23, 2017 10:27 AM |
| John Rodgers | JOHNR0121003 | | 11 | Aug 23, 2017 10:34 AM |
| John Rodgers | JOHNR0121003 | | 12 | Aug 23, 2017 10:38 AM |
| John Rodgers | JOHNR0121003 | | 16 | Aug 23, 2017 10:42 AM |
| Erica Smith | 00336368 | | 15 | Aug 23, 2017 10:59 AM |
| Kenneth Culver | | Contractor/Grante | 9 | Aug 23, 2017 11:52 AM |
| Barbara Boswell | | | 16 | Aug 23, 2017 12:00 PM |
| Shilina Brown | 00101863 | | 12 | Aug 23, 2017 12:43 PM |
| Shilina Brown | 00101863 | | 16 | Aug 23, 2017 1:16 PM |
| Amy Mayfield | 00410557 | | 8 | Aug 23, 2017 1:23 PM |
| john mattingly | 00110253 | | 16 | Aug 23, 2017 1:25 PM |
| Charles Rahm | | Board/Commissic | 12 | Aug 23, 2017 1:30 PM |
| Stephen Snow | 000392224 | | 16 | Aug 23, 2017 1:36 PM |
| Charles Rahm | | Board/Commissic | 16 | Aug 23, 2017 1:37 PM |
| Douglas Manis | 7322 | | 17 | Aug 23, 2017 1:38 PM |
| Kenneth Culver | | Contractor/Grante | 14 | Aug 23, 2017 1:41 PM |
| Amy Mayfield | 00410557 | | 15 | Aug 23, 2017 1:41 PM |
| pamela spicer | Ce38873 | | 10 | Aug 23, 2017 1:47 PM |
| pam spicer | Ce38873 | | 17 | Aug 23, 2017 1:51 PM |
| Kenneth Culver | | Contractor/Grante | 16 | Aug 23, 2017 1:52 PM |
| Sarah Mathews | 00470508 | | 14 | Aug 23, 2017 2:07 PM |
| Wenge Parr | 00144004 | | 15 | Aug 23, 2017 2:07 PM |
| Kenneth Culver | | Contractor/Grante | 17 | Aug 23, 2017 2:36 PM |
| David Sloan | 00452959 | | 14 | Aug 23, 2017 2:40 PM |
| Rachel Jrade | 00109108 | | 13 | Aug 23, 2017 2:59 PM |
| Rachel Jrade | 00109108 | | 17 | Aug 23, 2017 3:07 PM |
| Walter Boles | M00019599 | | 12 | Aug 23, 2017 3:33 PM |

| | | | | |
|------------------------|------------|-------------------|----|-----------------------|
| Brittany Kerlee | 00434845 | | 15 | Aug 23, 2017 3:42 PM |
| Walter Boles | m00019599 | | 16 | Aug 23, 2017 3:44 PM |
| Keeling Baird | 00130031 | | 15 | Aug 23, 2017 5:01 PM |
| Warren Mackara | | Board/Commissic | 16 | Aug 23, 2017 6:42 PM |
| Larry Miller | 5993 | | 13 | Aug 23, 2017 7:42 PM |
| Larry Miller | 5993 | | 16 | Aug 23, 2017 8:30 PM |
| Peyton Bullen | 00414896 | | 13 | Aug 23, 2017 8:36 PM |
| Peyton Bullen | 00414896 | | 17 | Aug 23, 2017 8:39 PM |
| Chris Hall | 00440018 | | 12 | Aug 24, 2017 7:34 AM |
| Chris Hall | 0044000018 | | 17 | Aug 24, 2017 7:57 AM |
| Denisa Mann | 00142217 | | 13 | Aug 24, 2017 8:20 AM |
| michael blanks | | Board/Commissic | 15 | Aug 24, 2017 8:26 AM |
| Denisa Mann | 00142217 | | 17 | Aug 24, 2017 8:28 AM |
| Kerensa Crum | 00470484 | | 14 | Aug 24, 2017 8:30 AM |
| Margo Taylor | 00407530 | | 15 | Aug 24, 2017 9:16 AM |
| Edith Owens | 00425730 | | 17 | Aug 24, 2017 9:27 AM |
| Jeremy Channell | 00484663 | | 15 | Aug 24, 2017 10:02 AM |
| Tony Wilson | | Contractor/Grante | 16 | Aug 24, 2017 10:03 AM |
| Monica Meeks | CE38823 | | 15 | Aug 24, 2017 10:28 AM |
| Pairoj Wattanask | 00113706 | | 15 | Aug 24, 2017 10:53 AM |
| Frank Gambuzza | | Board/Commissic | 14 | Aug 24, 2017 11:11 AM |
| Mark Green | 00344209 | | 15 | Aug 24, 2017 11:27 AM |
| Willie Ann Jones | 00113763 | | 16 | Aug 24, 2017 12:09 PM |
| Desaree Frost | 00475849 | | 15 | Aug 24, 2017 12:17 PM |
| Randall Woods | 0024312501 | | 13 | Aug 24, 2017 1:31 PM |
| Amber Ryder | 00466513 | | 14 | Aug 24, 2017 1:41 PM |
| Randall Woods | 0024312501 | | 16 | Aug 24, 2017 1:49 PM |
| Jason Stuart | 469923 | | 13 | Aug 24, 2017 2:01 PM |
| Jason Stuart | 469923 | | 16 | Aug 24, 2017 2:05 PM |
| Kimberly Moss | 00147410 | | 12 | Aug 24, 2017 2:29 PM |
| Jack R Tickle | 00336349 | | 17 | Aug 24, 2017 2:42 PM |
| Gloria Lye | 00117663 | | 17 | Aug 24, 2017 2:43 PM |
| Sierra Pruitt | | Board/Commissic | 13 | Aug 24, 2017 2:56 PM |
| Kimberly Moss | 00147410 | | 17 | Aug 24, 2017 2:57 PM |
| Sierra Pruitt | | | 14 | Aug 24, 2017 3:03 PM |
| JIMMY KESEY | 00127531 | | 14 | Aug 24, 2017 3:24 PM |
| Brian Nicholson | 00448061 | | 14 | Aug 24, 2017 3:28 PM |
| Robert Law | 226266 | | 12 | Aug 24, 2017 3:34 PM |
| Robert Law | 226266 | | 16 | Aug 24, 2017 3:42 PM |
| Philip Lim | | Board/Commissic | 15 | Aug 24, 2017 3:58 PM |
| Earl Geary | | Contractor/Grante | 13 | Aug 24, 2017 4:12 PM |
| Earl Geary | | Board/Commissic | 17 | Aug 24, 2017 4:22 PM |
| Rakeisha Elliott | 00485060 | | 11 | Aug 24, 2017 4:39 PM |
| Lindsey Balthrop | 00488579 | | 12 | Aug 24, 2017 4:57 PM |
| Lindsey Balthrop | 00488579 | | 15 | Aug 24, 2017 5:02 PM |
| Robert Davis | 6714 | | 15 | Aug 24, 2017 5:10 PM |
| Jeff Duffer | 10503001 | | 13 | Aug 24, 2017 5:56 PM |
| Jeff Duffer | 10503001 | | 17 | Aug 24, 2017 6:07 PM |
| Sherry Halsell | 00473618 | | 14 | Aug 24, 2017 6:23 PM |
| Delores Wilson | 00161785 | | 13 | Aug 24, 2017 8:01 PM |
| Don Richesin | 6118 | | 15 | Aug 24, 2017 8:21 PM |
| Vivian Hixson | | Board/Commissic | 15 | Aug 24, 2017 8:39 PM |
| Delores Wilson | 00161785 | | 17 | Aug 24, 2017 8:48 PM |
| William C. Sneed WILLC | 1116003 | | 15 | Aug 24, 2017 9:27 PM |
| JIMMY KESEY | 00127531 | | 17 | Aug 24, 2017 9:27 PM |

| | | | | |
|-------------------|----------|-------------------|----|-----------------------|
| jerry wilkerson | | Contractor/Grante | 10 | Aug 25, 2017 8:16 AM |
| Karen Jones | | Board/Commissic | 13 | Aug 25, 2017 8:25 AM |
| Michael Goodman | | Contractor/Grante | 14 | Aug 25, 2017 8:36 AM |
| jerry wilkerson | | Board/Commissic | 12 | Aug 25, 2017 8:40 AM |
| Karen Jones | | Board/Commissic | 14 | Aug 25, 2017 8:41 AM |
| Bill Huddleston | 00381229 | | 15 | Aug 25, 2017 9:10 AM |
| Mark Jarrod Starr | 00454595 | | 14 | Aug 25, 2017 9:14 AM |
| Rakeisha Elliott | 00485060 | | 17 | Aug 25, 2017 9:38 AM |
| Jay Goldman | ce29100 | | 14 | Aug 25, 2017 10:07 AM |
| Cathy Gray | 00366266 | | 16 | Aug 25, 2017 10:21 AM |
| SHAVANIA ADD | 485107 | | 17 | Aug 25, 2017 10:21 AM |
| John Haughtigan | 00107141 | | 17 | Aug 25, 2017 10:41 AM |
| Wendy Garvin | 00456151 | | 16 | Aug 25, 2017 10:42 AM |
| Bill Harrington | | Contractor/Grante | 13 | Aug 25, 2017 11:03 AM |
| STEPHEN TAYL(| DEI 7254 | | 17 | Aug 25, 2017 11:15 AM |
| Bill Harrington | | Contractor/Grante | 17 | Aug 25, 2017 11:16 AM |
| Kevin Monroe | | | 16 | Aug 25, 2017 11:31 AM |
| Dennis Bridges | | Board/Commissic | 14 | Aug 25, 2017 11:36 AM |
| Rhea Matthews-F | 00136697 | | 16 | Aug 25, 2017 11:47 AM |
| Elvin White | 00128061 | | 11 | Aug 25, 2017 12:11 PM |
| jerry wilkerson | | Board/Commissic | 15 | Aug 25, 2017 12:28 PM |
| Elvin White | 00128061 | | 15 | Aug 25, 2017 12:35 PM |
| Shiloh Flake | 00466149 | | 13 | Aug 25, 2017 12:44 PM |
| Chris Lee | | Board/Commissic | 12 | Aug 25, 2017 12:48 PM |
| Chris Lee | | Board/Commissic | 14 | Aug 25, 2017 1:03 PM |
| Shiloh Flake | 00466149 | | 15 | Aug 25, 2017 1:09 PM |
| Chris Lee | | Board/Commissic | 17 | Aug 25, 2017 1:17 PM |
| Timothy Jaynes | 00156123 | | 15 | Aug 25, 2017 1:46 PM |
| Lori Bowers | 00369496 | | 15 | Aug 25, 2017 1:49 PM |
| LARRY CLARK | | Contractor/Grante | 12 | Aug 25, 2017 2:00 PM |
| LARRY CLARK | | Contractor/Grante | 17 | Aug 25, 2017 2:13 PM |
| Jason Scott | 7399 | | 17 | Aug 25, 2017 2:17 PM |
| Leah Thomas | 00470659 | | 15 | Aug 25, 2017 2:25 PM |
| Carolyn Lazenby | 00117970 | | 11 | Aug 25, 2017 2:58 PM |
| Peggy Nichols | | Board/Commissic | 17 | Aug 25, 2017 3:05 PM |
| Sarah Glenn | 00192728 | | 14 | Aug 25, 2017 3:09 PM |
| Chris Chalk | 00110750 | | 16 | Aug 25, 2017 3:12 PM |
| William Arnold | | Contractor/Grante | 9 | Aug 25, 2017 3:14 PM |
| Michael Anderso | 00103781 | | 16 | Aug 25, 2017 3:20 PM |
| Jason Stuart | 00469923 | | 17 | Aug 25, 2017 3:22 PM |
| Carolyn Lazenby | 00117970 | | 17 | Aug 25, 2017 3:28 PM |
| Andy Smithson | 00486520 | | 17 | Aug 25, 2017 3:30 PM |
| Ryan Holt | | | 13 | Aug 25, 2017 3:59 PM |
| James Peek Jr | 5959 | | 12 | Aug 25, 2017 4:00 PM |
| James Peek Jr | 5959 | | 15 | Aug 25, 2017 4:06 PM |
| Ryan Holt | | | 16 | Aug 25, 2017 4:08 PM |
| William Arnold | | Contractor/Grante | 16 | Aug 25, 2017 4:09 PM |
| William Greene | 00409710 | | 14 | Aug 25, 2017 4:41 PM |
| Ric Wilson | | Board/Commissic | 14 | Aug 25, 2017 5:12 PM |
| Paul Ritch | | Board/Commissic | 14 | Aug 25, 2017 7:15 PM |
| michael taylor | | | 17 | Aug 25, 2017 7:59 PM |
| Robert Davis | 33510 | | 9 | Aug 25, 2017 8:56 PM |
| Robert Holtz | 00434428 | | 15 | Aug 26, 2017 8:10 AM |
| debbie Melton | | Board/Commissic | 12 | Aug 26, 2017 8:18 AM |
| debbie melton | | Board/Commissic | 17 | Aug 26, 2017 8:24 AM |

| | | | | |
|--------------------|--------------|-------------------|----|-----------------------|
| Stephen Eldridge | | | 17 | Aug 26, 2017 9:36 AM |
| Judy McAllister | | Board/Commissic | 14 | Aug 26, 2017 9:51 AM |
| Carl Peas | 00107239 | | 14 | Aug 26, 2017 1:03 PM |
| Walter Valentine | | Board/Commissic | 12 | Aug 26, 2017 4:15 PM |
| andy smithson | 486520 | | 12 | Aug 27, 2017 6:08 PM |
| andy smithson | 486520 | | 17 | Aug 27, 2017 6:15 PM |
| eric ramsey | | | 15 | Aug 27, 2017 7:10 PM |
| Richard Parks | 00102379 | | 15 | Aug 27, 2017 7:33 PM |
| Johnny Poff | ce07490 | | 12 | Aug 27, 2017 7:58 PM |
| Johnny Poff | ce07490 | | 17 | Aug 27, 2017 7:59 PM |
| Roy Rutherford | | Contractor/Grante | 13 | Aug 27, 2017 8:43 PM |
| Jeffrey Sharp | | Contractor/Grante | 10 | Aug 27, 2017 9:40 PM |
| Jeffrey Sharp | | Contractor/Grante | 12 | Aug 27, 2017 9:45 PM |
| Jeffrey Sharp | | Contractor/Grante | 16 | Aug 27, 2017 9:49 PM |
| Marcus Alley | 114273 | | 14 | Aug 27, 2017 10:28 PM |
| Minnie Ann Lane | | | 15 | Aug 28, 2017 8:31 AM |
| Ashley Story | 00143698 | | 13 | Aug 28, 2017 8:52 AM |
| Stephen King | | Board/Commissic | 14 | Aug 28, 2017 8:54 AM |
| Ashley Story | 00143698 | | 15 | Aug 28, 2017 8:56 AM |
| Kathryn Ware | | Board/Commissic | 15 | Aug 28, 2017 9:10 AM |
| Pat Fletcher-Bree | 00106820 | | 14 | Aug 28, 2017 9:30 AM |
| Richard Storie | 00468416 | | 12 | Aug 28, 2017 9:33 AM |
| Robert Davis | 33510 | | 12 | Aug 28, 2017 9:35 AM |
| katherine hollimar | 00010279901 | | 17 | Aug 28, 2017 9:38 AM |
| Richard Storie | 00468416 | | 15 | Aug 28, 2017 9:39 AM |
| Robert Davis | 33510 | | 14 | Aug 28, 2017 9:47 AM |
| Daniel Peck | 00132781 | | 14 | Aug 28, 2017 10:09 AM |
| Kaycee Wolf | 00463100 | | 16 | Aug 28, 2017 10:30 AM |
| Ashley Roberts | 00143980 | | 13 | Aug 28, 2017 10:52 AM |
| Ashley Roberts | 00143980 | | 17 | Aug 28, 2017 10:56 AM |
| Brent Cherry | | Board/Commissic | 15 | Aug 28, 2017 10:58 AM |
| Thomas Pattersoi | 00130628 | | 17 | Aug 28, 2017 11:17 AM |
| Bruce Schowengerdt | | Board/Commissic | 16 | Aug 28, 2017 11:53 AM |
| Stephen Tomaso | | Board/Commissic | 16 | Aug 28, 2017 11:55 AM |
| Chris Chalk | 00110750 | | 16 | Aug 28, 2017 12:07 PM |
| Jamie Steele | jamih0712001 | | 13 | Aug 28, 2017 12:09 PM |
| john murrey | | Board/Commissic | 15 | Aug 28, 2017 12:18 PM |
| Jamie Steele | jamih0712001 | | 16 | Aug 28, 2017 12:57 PM |
| Mark Wills | 00134561 | | 14 | Aug 28, 2017 1:11 PM |
| Kenny CUSTER | | Contractor/Grante | 16 | Aug 28, 2017 1:40 PM |
| Terry Paschall | 00117721 | | 15 | Aug 28, 2017 1:41 PM |
| Larry Knight | | Contractor/Grante | 14 | Aug 28, 2017 1:43 PM |
| Richard Douglass | | | 13 | Aug 28, 2017 1:44 PM |
| Richard Douglass | | | 17 | Aug 28, 2017 1:51 PM |
| Joe Malone | 00358853 | | 17 | Aug 28, 2017 1:52 PM |
| Phillip Johnson | 00459560 | | 16 | Aug 28, 2017 2:15 PM |
| Charlie Shell | 00362480 | | 12 | Aug 28, 2017 2:37 PM |
| Charlie Shell | 00362480 | | 14 | Aug 28, 2017 2:46 PM |
| Dennis Vaughn | 15 | | 11 | Aug 28, 2017 3:23 PM |
| Mark Johnstone | | Board/Commissic | 13 | Aug 28, 2017 3:50 PM |
| Mark Johnstone | | Board/Commissic | 17 | Aug 28, 2017 3:54 PM |
| Jennifer Curry | 00471131 | | 15 | Aug 28, 2017 4:10 PM |
| William Cockroft | | Board/Commissic | 16 | Aug 28, 2017 4:20 PM |
| casey burnett | | Contractor/Grante | 14 | Aug 28, 2017 4:42 PM |
| Maurice Batey | 00383425 | | 16 | Aug 28, 2017 4:57 PM |

| | | | | |
|--------------------|----------|-------------------|----|-----------------------|
| Sheila Hansen | 00105818 | | 15 | Aug 28, 2017 5:14 PM |
| Jimmy Boyd | | Board/Commissic | 10 | Aug 28, 2017 5:24 PM |
| Jimmy Boyd | | Board/Commissic | 16 | Aug 28, 2017 5:52 PM |
| Jimmy Boyd | | Board/Commissic | 16 | Aug 28, 2017 6:07 PM |
| Hadley Gale Carter | | Contractor/Grante | 16 | Aug 28, 2017 6:12 PM |
| Jimmy Boyd | | Board/Commissic | 15 | Aug 28, 2017 6:16 PM |
| Jeremy Tipton | 00477410 | | 14 | Aug 28, 2017 6:22 PM |
| Michael Zimmermann | | | 14 | Aug 28, 2017 6:51 PM |
| Mike Bell | | Board/Commissic | 14 | Aug 29, 2017 6:37 AM |
| Ashley Thomas | 00125258 | | 15 | Aug 29, 2017 7:55 AM |
| Michelle Douglas | 00136772 | | 11 | Aug 29, 2017 8:17 AM |
| Michelle Douglas | 00136772 | | 14 | Aug 29, 2017 8:46 AM |
| Joseph Lewis | 00386820 | | 15 | Aug 29, 2017 8:48 AM |
| Tony Wilson | | Contractor/Grante | 15 | Aug 29, 2017 9:03 AM |
| Ronald Crozier | 00109004 | | 13 | Aug 29, 2017 9:10 AM |
| Ronald Crozier | 00109004 | | 17 | Aug 29, 2017 9:15 AM |
| HOUSTON ROBE | 6297 | | 13 | Aug 29, 2017 9:32 AM |
| Jimmie Teal | 356713 | | 17 | Aug 29, 2017 9:44 AM |
| Mark Cochran | | Board/Commissic | 14 | Aug 29, 2017 9:58 AM |
| HOUSTON ROBE | 6597 | | 15 | Aug 29, 2017 10:06 AM |
| Roxanne Cox | 00472743 | | 13 | Aug 29, 2017 10:17 AM |
| Roxanne Cox | 00472743 | | 15 | Aug 29, 2017 10:24 AM |
| Frank Borger-Gill | 00334767 | | 17 | Aug 29, 2017 10:28 AM |
| mark jaquish | 00130902 | | 13 | Aug 29, 2017 10:31 AM |
| mark jaquish | 00130902 | | 17 | Aug 29, 2017 10:34 AM |
| kenneth marston | 00163417 | | 12 | Aug 29, 2017 11:06 AM |
| Stephanie Willeb | 00432418 | | 11 | Aug 29, 2017 11:11 AM |
| Russell Robinson | 00119685 | | 13 | Aug 29, 2017 11:14 AM |
| Russell Robinson | 00119685 | | 16 | Aug 29, 2017 11:19 AM |
| kenneth martstor | 00163417 | | 14 | Aug 29, 2017 11:35 AM |
| Blair Parker | | Board/Commissic | 15 | Aug 29, 2017 12:07 PM |
| Jamye Carney | 00397118 | | 11 | Aug 29, 2017 12:26 PM |
| Jamye Carney | 00397118 | | 14 | Aug 29, 2017 12:33 PM |
| Johnny Horne | | | 12 | Aug 29, 2017 12:49 PM |
| Kimberly Collie | 00408493 | | 14 | Aug 29, 2017 1:21 PM |
| Stephanie Willeb | 00432418 | | 13 | Aug 29, 2017 1:31 PM |
| Robin Brown | | Contractor/Grante | 17 | Aug 29, 2017 1:35 PM |
| Stephanie Willeb | 00432418 | | 16 | Aug 29, 2017 1:44 PM |
| Rhonda Bowling-f | 00153779 | | 16 | Aug 29, 2017 1:50 PM |
| KELLY BARGER | | Board/Commissic | 11 | Aug 29, 2017 3:20 PM |
| Jerald Scott | | | 15 | Aug 29, 2017 3:23 PM |
| KELLY BARGER | | Board/Commissic | 16 | Aug 29, 2017 3:25 PM |
| Denarius Stinson | 00497774 | | 14 | Aug 29, 2017 3:26 PM |
| ron gillihan | | Board/Commissic | 15 | Aug 29, 2017 3:27 PM |
| Amy Tanksley | | Board/Commissic | 11 | Aug 29, 2017 3:36 PM |
| Rhonda London | 1114001 | | 9 | Aug 29, 2017 3:40 PM |
| Christopher Allen | 00478285 | | 14 | Aug 29, 2017 3:41 PM |
| Amy Tanksley | | Board/Commissic | 14 | Aug 29, 2017 3:44 PM |
| Rhonda London | 1114001 | | 17 | Aug 29, 2017 3:48 PM |
| Madelynn McCor | 00492288 | | 15 | Aug 29, 2017 3:58 PM |
| W Henderson | 00162885 | | 14 | Aug 29, 2017 3:58 PM |
| Lakeshia Largin | 00445815 | | 14 | Aug 29, 2017 4:14 PM |
| lakeshia largin | 00445815 | | 17 | Aug 29, 2017 4:22 PM |
| Maliaka Bass | 00146092 | | 17 | Aug 29, 2017 5:19 PM |
| Walter Valentine | | Board/Commissic | 13 | Aug 29, 2017 5:20 PM |

| | | | | |
|-------------------|-----------|-------------------|----|-----------------------|
| Jesse Joseph | 00154222 | | 17 | Aug 29, 2017 5:23 PM |
| Tommy Kelley | 00483610 | | 15 | Aug 29, 2017 5:27 PM |
| Walter Valentine | | Board/Commissic | 16 | Aug 29, 2017 7:07 PM |
| Blaine Roden | 7423 | | 12 | Aug 29, 2017 8:43 PM |
| Stephanie French | 00143791 | | 14 | Aug 29, 2017 9:03 PM |
| Blaine Roden | 7423 | | 16 | Aug 29, 2017 9:03 PM |
| scott turner | 00444013 | | 17 | Aug 29, 2017 10:02 PM |
| Tonya West | 00419765 | | 14 | Aug 29, 2017 10:16 PM |
| Lee Varer | 7209 | | 15 | Aug 29, 2017 10:19 PM |
| Kim Mangrum | 00441404 | | 15 | Aug 29, 2017 10:56 PM |
| Aaron Smith | 00467569 | | 12 | Aug 30, 2017 8:18 AM |
| Aaron Smith | 00467569 | | 16 | Aug 30, 2017 8:21 AM |
| Wanda Cowell | | | 16 | Aug 30, 2017 8:35 AM |
| Harvell Harrell | 00116708 | | 15 | Aug 30, 2017 8:47 AM |
| Johnny Horne | | | 15 | Aug 30, 2017 9:55 AM |
| Karl Kramer | | Board/Commissic | 15 | Aug 30, 2017 10:52 AM |
| Steven Harb | | Board/Commissic | 16 | Aug 30, 2017 11:13 AM |
| Mobin bhatti | 00463649 | | 13 | Aug 30, 2017 11:35 AM |
| Mobin Bhatti | 00463649 | | 17 | Aug 30, 2017 11:43 AM |
| Phyllis Patrick | 00113638 | | 17 | Aug 30, 2017 11:56 AM |
| Angela Lay | 00146523 | | 16 | Aug 30, 2017 12:03 PM |
| Wanda Phillips | 00129776 | | 16 | Aug 30, 2017 12:03 PM |
| Tiffany Commons | 00478369 | | 13 | Aug 30, 2017 12:12 PM |
| Daniel Fry | | Contractor/Grante | 14 | Aug 30, 2017 12:37 PM |
| Joseph May | | Contractor/Grante | 17 | Aug 30, 2017 12:45 PM |
| Bud Hulsey | | Board/Commissic | 13 | Aug 30, 2017 12:51 PM |
| James Pearce | 0127316 | | 16 | Aug 30, 2017 12:55 PM |
| Heather Smith | 00455653 | | 16 | Aug 30, 2017 1:10 PM |
| Kimberly Parks | 004495462 | | 17 | Aug 30, 2017 1:43 PM |
| Tiffany commons | 00478369 | | 16 | Aug 30, 2017 2:05 PM |
| Farrar Vaughan | | Board/Commissic | 13 | Aug 30, 2017 2:06 PM |
| Lauren Wesley | 00443373 | | 16 | Aug 30, 2017 2:12 PM |
| David Combs | 00434108 | | 15 | Aug 30, 2017 2:24 PM |
| Keith Harvey | | | 14 | Aug 30, 2017 2:26 PM |
| Farrar Vaughan | | Board/Commissic | 16 | Aug 30, 2017 2:31 PM |
| TIFFANEY HOPK | 00490598 | | 11 | Aug 30, 2017 2:42 PM |
| Shelly Jones | 00157196 | | 17 | Aug 30, 2017 2:53 PM |
| TIFFANEY HOPK | 00490598 | | 16 | Aug 30, 2017 2:55 PM |
| Ian Leavy | | Board/Commissic | 15 | Aug 30, 2017 3:01 PM |
| Timothy Brinegar | 00426197 | | 15 | Aug 30, 2017 3:09 PM |
| Cheryl Harris | 00120048 | | 15 | Aug 30, 2017 3:10 PM |
| Jenny Taylor | 00143225 | | 17 | Aug 30, 2017 3:21 PM |
| Robert Norton | | Board/Commissic | 15 | Aug 30, 2017 3:33 PM |
| Stephanie Patter: | 00149174 | | 13 | Aug 30, 2017 3:40 PM |
| Cynthia Toombs | 105910 | | 14 | Aug 30, 2017 3:43 PM |
| Stephanie Patter: | 00149174 | | 15 | Aug 30, 2017 4:13 PM |
| roy rutherford | | Contractor/Grante | 17 | Aug 30, 2017 4:14 PM |
| Timothy Rice | | Contractor/Grante | 14 | Aug 30, 2017 4:25 PM |
| bryon west | 111076 | | 15 | Aug 30, 2017 4:27 PM |
| Robert McLeod | 00133583 | | 14 | Aug 30, 2017 4:36 PM |
| Linda Brown | 00465020 | | 16 | Aug 30, 2017 5:02 PM |
| Brooks Douglass | 17955900 | | 16 | Aug 30, 2017 5:03 PM |
| mary crespo | 00100675 | | 14 | Aug 30, 2017 5:50 PM |
| RONNIE FOX | | | 11 | Aug 30, 2017 5:50 PM |
| Anthony Glandorf | 00353053 | | 13 | Aug 30, 2017 5:52 PM |

| | | | | |
|-------------------|----------|-------------------|----|-----------------------|
| Nathaniel Jackson | | Board/Commissic | 16 | Aug 30, 2017 5:54 PM |
| Anthony Glandorf | 00353053 | | 17 | Aug 30, 2017 5:57 PM |
| RONNIE FOX | 00345988 | | 16 | Aug 30, 2017 6:03 PM |
| Tim Planer | 00441609 | | 17 | Aug 30, 2017 6:11 PM |
| Lowell Tillman | 6545 | | 14 | Aug 30, 2017 6:32 PM |
| Matthew Sorge | | Board/Commissic | 13 | Aug 30, 2017 7:19 PM |
| Matthew Sorge | | Board/Commissic | 16 | Aug 30, 2017 7:24 PM |
| Dennis Vaughn | | Contractor/Grante | 15 | Aug 30, 2017 7:32 PM |
| Brian McCormck | 00374420 | | 15 | Aug 30, 2017 8:43 PM |
| Shane Griswell | 7232 | | 12 | Aug 30, 2017 11:21 PM |
| Shane Griswell | 7232 | | 15 | Aug 30, 2017 11:42 PM |
| Diane Hills | | Board/Commissic | 15 | Aug 31, 2017 8:56 AM |
| Travis Logan | 00486382 | | 16 | Aug 31, 2017 9:21 AM |
| Matt Wakefield | 00371485 | | 15 | Aug 31, 2017 9:28 AM |
| Kira Burnett | 00139198 | | 16 | Aug 31, 2017 9:40 AM |
| Amy Peterson | 00455830 | | 12 | Aug 31, 2017 10:30 AM |
| Amy Peterson | 00455830 | | 16 | Aug 31, 2017 10:42 AM |
| Kimberly Cooper | 00163252 | | 15 | Aug 31, 2017 10:53 AM |
| Jerald Gilbert | 00139606 | | 12 | Aug 31, 2017 10:59 AM |
| Mary Gribble | 00357303 | | 17 | Aug 31, 2017 11:05 AM |
| Ken Mansfield | | Board/Commissic | 14 | Aug 31, 2017 11:49 AM |
| Jim Galvin | | Board/Commissic | 11 | Aug 31, 2017 12:43 PM |
| Ellen Little | 00427555 | | 16 | Aug 31, 2017 12:46 PM |
| jim galvin | | Board/Commissic | 13 | Aug 31, 2017 12:56 PM |
| Steven Majchrzak | 00162267 | | 15 | Aug 31, 2017 12:58 PM |
| Jim Galvin | | | 15 | Aug 31, 2017 1:05 PM |
| Ethel Mims | 00113155 | | 12 | Aug 31, 2017 1:30 PM |
| Ricky Watkins | | Contractor/Grante | 14 | Aug 31, 2017 1:37 PM |
| Ethel Mims | 00113155 | | 17 | Aug 31, 2017 1:42 PM |
| Vernon Hesson | 6141 | | 14 | Aug 31, 2017 1:44 PM |
| David Campbell | 00492845 | | 6 | Aug 31, 2017 2:20 PM |
| David Campbell | 00492845 | | 15 | Aug 31, 2017 2:24 PM |
| Cathy Simmons | | | 13 | Aug 31, 2017 2:54 PM |
| Adam Lewis | | Board/Commissic | 13 | Aug 31, 2017 2:56 PM |
| Adam Lewis | | Board/Commissic | 16 | Aug 31, 2017 3:00 PM |
| Cathy Simmons | | | 17 | Aug 31, 2017 3:07 PM |
| Alex Daugherty | 00399377 | | 15 | Aug 31, 2017 3:09 PM |
| Marcia Franks | | Board/Commissic | 11 | Aug 31, 2017 3:27 PM |
| Ethel Mims | 00113155 | | 17 | Aug 31, 2017 3:36 PM |
| Jerald Gilbert | 00139606 | | 16 | Aug 31, 2017 3:37 PM |
| Marcia Franks | | Board/Commissic | 14 | Aug 31, 2017 3:39 PM |
| scott mulligan | 6499 | | 15 | Aug 31, 2017 3:58 PM |
| Stephen Peek | 7467 | | 16 | Aug 31, 2017 5:11 PM |
| steve mcclure | | | 8 | Aug 31, 2017 5:34 PM |
| Steve McClure | 00114308 | | 14 | Aug 31, 2017 5:43 PM |
| Robert Mang | 6095 | | 15 | Aug 31, 2017 9:02 PM |
| Joseph Tomasello | | Board/Commissic | 12 | Aug 31, 2017 9:10 PM |
| joseph Tomasello | | Board/Commissic | 14 | Aug 31, 2017 9:23 PM |
| Caitlin Maxwell | 00448427 | | 12 | Aug 31, 2017 10:39 PM |
| Caitlin Maxwell | 00448427 | | 15 | Sep 1, 2017 9:42 AM |
| mark munsey | 00119691 | | 14 | Sep 1, 2017 10:22 AM |
| Steve Barnes | | Contractor/Grante | 16 | Sep 1, 2017 11:09 AM |
| Eddie Roberts | | Board/Commissic | 13 | Sep 1, 2017 11:51 AM |
| Eddie Roberts | | Board/Commissic | 16 | Sep 1, 2017 12:12 PM |
| Gregory Ogles | 7186 | | 10 | Sep 1, 2017 12:43 PM |

| | | | | |
|--------------------|-----------|-----------------|----|-----------------------|
| Kahren White | | Board/Commissic | 11 | Sep 1, 2017 12:48 PM |
| Kahren White | | Board/Commissic | 15 | Sep 1, 2017 12:54 PM |
| Gregory Ogles | | | 17 | Sep 1, 2017 12:56 PM |
| Charles Jennette | 5982 | | 13 | Sep 1, 2017 5:07 PM |
| Charles Jennette | 5982 | | 15 | Sep 1, 2017 5:21 PM |
| Victor Evans | | Board/Commissic | 16 | Sep 1, 2017 6:59 PM |
| Joe Clayton | | Board/Commissic | 15 | Sep 1, 2017 7:00 PM |
| Anthony Glandorf | 00353053 | | 17 | Sep 5, 2017 11:15 PM |
| James Caughman | | Board/Commissic | 14 | Sep 6, 2017 7:34 AM |
| Charles Hellmann | | Board/Commissic | 15 | Sep 6, 2017 9:28 AM |
| Barry Resneck | | | 13 | Sep 8, 2017 7:39 AM |
| Barry Resneck | | | 14 | Sep 8, 2017 8:03 AM |
| Samuel Hargrove | | Board/Commissic | 14 | Sep 11, 2017 11:13 AM |
| Rebecca Brewer | | Board/Commissic | 14 | Sep 11, 2017 11:31 AM |
| Mark Brodd | 00338942 | | 13 | Sep 11, 2017 12:58 PM |
| Mark Brodd | 00338942 | | 15 | Sep 11, 2017 1:08 PM |
| John Rambo | | Board/Commissic | 12 | Sep 12, 2017 5:10 PM |
| John Rambo | | Board/Commissic | 16 | Sep 12, 2017 5:22 PM |
| Everett Smith | 00138052 | | 12 | Sep 13, 2017 9:33 AM |
| Everett Smith | 00138052 | | 16 | Sep 13, 2017 10:08 AM |
| David Windrow | 00475808 | | 12 | Sep 16, 2017 2:34 PM |
| David Windrow | 00475808 | | 17 | Sep 16, 2017 9:34 PM |
| Christopher White | 00454747 | | 13 | Sep 20, 2017 3:17 PM |
| Sherry Brame | | | 14 | Sep 20, 2017 3:19 PM |
| Jamison Peevyhc | 00217437 | | 16 | Sep 20, 2017 3:20 PM |
| Christopher White | 00454747 | | 16 | Sep 20, 2017 3:23 PM |
| Garron Amos | 00497773 | | 14 | Sep 20, 2017 3:27 PM |
| Patrick Womac | 00476416 | | 16 | Sep 20, 2017 3:35 PM |
| Denise Lewis | 00134976 | | 14 | Sep 20, 2017 3:40 PM |
| Laura Martin | 445763 | | 17 | Sep 20, 2017 3:45 PM |
| Michael Corbett | 00388187 | | 15 | Sep 20, 2017 3:47 PM |
| Stephen Hibner | 00104729 | | 12 | Sep 20, 2017 3:57 PM |
| Stephen Hibner | 00104729 | | 17 | Sep 20, 2017 4:29 PM |
| James Callahan | 438000 | | 11 | Sep 20, 2017 4:45 PM |
| Jacqueline Cherry | 00451118 | | 15 | Sep 20, 2017 5:34 PM |
| Eddie Burchell | 00388468 | | 13 | Sep 20, 2017 7:31 PM |
| Eddie Burchell | 00388468 | | 13 | Sep 20, 2017 7:44 PM |
| Eddie Burchell | 00388468 | | 14 | Sep 20, 2017 7:52 PM |
| Sabrina Gresham | 00371480 | | 16 | Sep 21, 2017 8:37 AM |
| Don Coleman | 00113186 | | 14 | Sep 21, 2017 8:50 AM |
| Cherita Okoro | 00489051 | | 10 | Sep 21, 2017 9:42 AM |
| Jake Barlow | 00480928 | | 15 | Sep 21, 2017 9:45 AM |
| Eddie davis | 00141639 | | 13 | Sep 21, 2017 10:27 AM |
| Eddei Davis | 00141639 | | 15 | Sep 21, 2017 10:55 AM |
| CHERITA OKORU | 00489051 | | 16 | Sep 21, 2017 11:02 AM |
| James Hightower | 000131417 | | 14 | Sep 21, 2017 1:27 PM |
| charles derflinger | 00500342 | | 10 | Sep 21, 2017 2:47 PM |
| Corey Garner | 00474612 | | 10 | Sep 21, 2017 3:02 PM |
| charles derflinger | 00500342 | | 17 | Sep 21, 2017 3:07 PM |
| Corey Garner | 00474612 | | 17 | Sep 21, 2017 3:09 PM |
| James Callahan | 438000 | | 15 | Sep 21, 2017 5:33 PM |
| Vanessa Williams | | | 14 | Sep 22, 2017 6:20 AM |
| Paul Puckett | 00491066 | | 6 | Sep 22, 2017 8:29 AM |
| Paul Puckett | 00491066 | | 17 | Sep 22, 2017 8:41 AM |
| Yvette Granger | | Board/Commissic | 11 | Sep 22, 2017 10:53 AM |

| | | | | |
|-------------------|----------|-----------------|----|-----------------------|
| Yvette Granger | | Board/Commissic | 13 | Sep 22, 2017 11:25 AM |
| Umaraj Voleti | 00154939 | | 15 | Sep 22, 2017 12:04 PM |
| Amber Patterson | 00375748 | | 10 | Sep 22, 2017 1:52 PM |
| Amber Patterson | 00375748 | | 14 | Sep 22, 2017 1:59 PM |
| Yvette Granger | | Board/Commissic | 14 | Sep 22, 2017 5:11 PM |
| Richard Thompson | | Board/Commissic | 15 | Sep 23, 2017 8:45 AM |
| Keith Dunn | 00359105 | | 15 | Sep 25, 2017 3:21 PM |
| Marvin Clanton | 00362577 | | 10 | Sep 26, 2017 2:24 PM |
| Marvin Clanton | 0362577 | | 15 | Sep 26, 2017 2:30 PM |
| Randy Chase | 00452491 | | 16 | Sep 27, 2017 8:16 AM |
| Elizabeth Andersc | 00474863 | | 14 | Sep 27, 2017 3:39 PM |
| Monica Compton | 448948 | | 14 | Sep 28, 2017 8:24 AM |

Appendix L

**TITLE VI TRAINING
DEPARTMENT OF COMMERCE AND INSURANCE
2017**



WARNING!!!

- YOU WILL BE QUIZZED ON THE MATERIAL CONTAINED IN THIS TUTORIAL. YOU MUST SCORE IN THE 80th PERCENTILE TO PASS THE TEST. THE SYSTEM WILL GENERATE AN EMAIL, VERIFYING SUCCESSFUL COMPLETION OF THE QUIZ, WHICH WILL AUTOMATICALLY BE SENT TO THE TITLE VI COORDINATOR. THERE WILL ALSO BE A PRINTABLE CERTIFICATE GENERATED UPON ACHIEVING A PASSING SCORE.

The Civil Rights Act of 1964

- The Civil Rights Act of 1964 is a federal law that outlawed discrimination based on race, color, religion, sex or national origin.
- This law ended the unequal application of voter registration requirements, racial segregation in schools, the workplace and facilities that provide public accommodations.



WHAT IS TITLE VI?

- Title VI is a part of the Civil Rights Act of 1964.
- Title VI applies to operation of programs and activities that receive Federal financial assistance.
- Title VI prohibits discrimination on the basis of race, color and national origin.



Title VI

- “No person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.”



42 USC 2000d

WHY ARE YOU HERE??

- The Civil Rights Restoration Act of 1987, specifies that, if one portion of a recipient's program or activity receives Federal financial assistance, then ALL of the operations of the entity must comply with Title VI requirements.
- This means that whenever ONE program within the Department of Commerce and Insurance receives Federal financial assistance, ALL of the programs within the Department must comply with Title VI.



OTHER CIVIL RIGHTS LAWS

ENFORCED BY THE DEPARTMENT OF JUSTICE AGAINST RECIPIENTS OF FEDERAL FINANCIAL ASSISTANCE

- Section 504 of the Rehabilitation Act of 1973 (Disability)
- Title II of the Americans with Disabilities Act of 1990 (Disability)
- Age Discrimination Act of 1975 (Age)
- Title IX of the Education Amendments of 1975 (Sex)
- Omnibus Crime Control and Safe Streets Act of 1968 (Race, Color, National Origin, Religion, Sex)
- Juvenile Justice and Delinquency Prevention Act of 1974 (Race, Gender)
- Victims Crime Act of 1984 (Race, Color, National Origin, Religion, Sex, Disability)



Quiz Time!

Title VI prohibits discrimination based on which of the following classes:

- A) race, gender, and national origin
- B) race, color, and national origin
- C) gender, color, and disability
- D) disability, race, and gender



Quiz Time!

Title VI prohibits discrimination based on which of the following classes:

- A) race, gender, and national origin
- B) race, color, and national origin**
- C) gender, color, and disability
- D) disability, race, and gender



Quiz Time!

True or False???

Title VI only applies to citizens of the United States.



Quiz Time!

FALSE!



Tennessee Human Rights Act

Tenn. Code Ann. § 4-21-904

It is a discriminatory practice for any state agency receiving federal funds making it subject to Title VI of the Civil Rights Act of 1964, or for any person receiving such federal funds from a state agency, to exclude a person from participation in, deny benefits to a person, or to subject a person to discrimination under any program or activity receiving such funds, on the basis of race, color, or national origin.



Tennessee Human Rights Act

- The Tennessee Human Rights Commission (THRC) is responsible for monitoring the State's compliance with Title VI.
- The THRC expects all state agencies and departments that receive Federal financial assistance to provide Title VI training to staff every year.



Department of Commerce and Insurance

Non-Discrimination Policy

- It is the policy of the Department of Commerce and Insurance to ensure equal opportunity in all aspects of its programs and services without regard to race, color, or national origin under Title VI of the Civil Rights Act of 1964.
- This policy applies to the administration of all programs and activities of the Department whenever any program or activity of the Department receives Federal financial assistance.



Race

- A group of individuals who share a common culture or history
- A group that human beings can be divided into based on shared distinctive physical traits (including skin color, hair texture, or certain facial features)



Color

- Related to pigmentation, complexion, or skin shade or tone
- Overlaps with race but is not the same thing



National Origin

- Refers to an individual's place of origin or that of one's ancestors
- Includes:
 - Physical, cultural, or language characteristics (including accents) of a national origin group



Quiz Time!

Treating an individual unfavorably because he/she is from a particular country or part of the world, because of ethnicity or accent, or because he/she appears to be of a certain ethnic background could constitute discrimination based on _____.

- A) Race
- B) Color
- C) National origin
- D) Genetic Information



Quiz Time!

Treating an individual unfavorably because he/she is from a particular country or part of the world, because of ethnicity or accent, or because he/she appears to be of a certain ethnic background could constitute discrimination based on

_____.

- A) Race
- B) Color
- C) National origin**
- D) Genetic Information



Quiz Time!

True or False???

Title VI only applies to the specific program that is receiving federal financial assistance.



Quiz Time!

FALSE!



Why is complying with Title VI important?

- If the Department or one of its subrecipients is found to be violating Title VI, a federal agency providing Federal financial assistance can take it back.
- This would mean a loss of financial assistance by the Department.



What is Federal financial assistance?

- Award or grant of money (may include the use or rent of federal land or property at or below market value);
- Loans, below fair market value or subsidies;
- Tax incentives and tax-exempt status;
- Any federal agreement, arrangement, or other contract which has as one of its purposes the provision of assistance;
- Surplus equipment;
- Training of employees;
- Detail of federal personnel; and
- Technical assistance



What is NOT federal financial assistance?

- Licenses issued by the federal government
- Procurement from or by the federal government
- Direct unconditional assistance to private citizens receiving Federal financial assistance (i.e., Supplemental Security Income or SSI)



Federal Financial Assistance Received by the Department of Commerce and Insurance in FY2016

- Fire Prevention Division (U.S. Department of Homeland Security)
- TennCare Oversight (U.S. Department of Health and Human Services)
- TFACA (U.S. Department of Homeland Security)
- TLETA (U.S. Department of Defense)



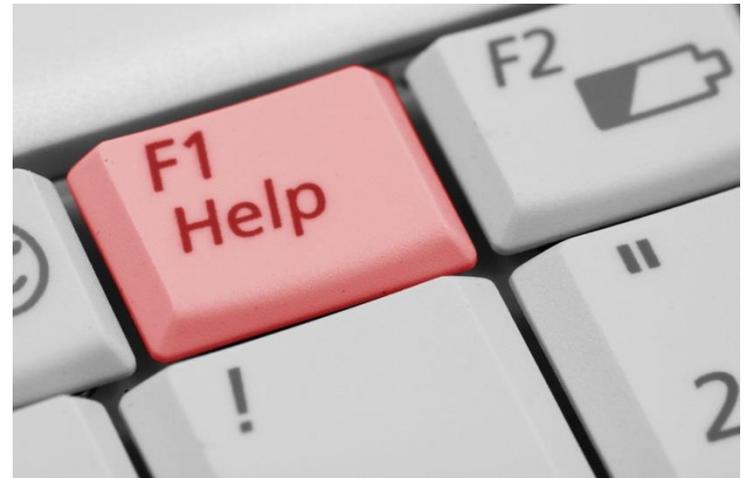
What is a Recipient?

- “Primary Recipient” – receives Federal financial assistance directly from a federal entity and may transfer or distribute assistance to a subrecipient.
 - When the Department receives a grant or property from a federal agency, it is a “recipient.”
- “Indirect Recipient” – receives federal funds either directly or indirectly.
 - Educational Institutions receive Federal financial assistance indirectly when they accept students who pay, in part with federal loans.
- “Subrecipient” – receives Federal financial assistance from a primary recipient and distributes assistance to an ultimate beneficiary.
 - “Subrecipients” may be contractors, subcontractors or grantees of the Department.
- Recipients enter into an agreement with the Federal Government, and compliance with Title VI is a condition of receiving Federal financial assistance.
- Subrecipients enter into agreements with recipients, and compliance with Title VI is a condition of receiving funds/assistance.



What is a Beneficiary?

- A “Beneficiary” is an individual or entity that directly or indirectly receives an advantage through the operation of a federal program.
 - Examples include: a customer of the Department, a consumer, a licensee/applicant, or a student of the Tennessee Law Enforcement Training Academy or Tennessee Fire and Codes Enforcement Academy.
- Beneficiaries do not enter into any formal contract or agreement with the federal government where Title VI compliance is a condition of receiving assistance.



Quiz Time!

Which of the following is NOT an example of a “beneficiary”?

- A) The Department
- B) A licensee of the Department
- C) A consumer complainant
- D) A student at TLETA



Quiz Time!

Which of the following is NOT an example of a “beneficiary”?

A) The Department

B) A licensee of the Department

C) A consumer complainant

D) A student at TLETA



Quiz Time!

LearnMore University accepts payments from students who directly receive Federal financial aid. LearnMore University is an example of an _____.

- A) Indirect Recipient
- B) Subrecipient
- C) Beneficiary
- D) None of the Above



Quiz Time!

LearnMore University accepts payments from students who directly receive Federal financial Aid. LearnMore University is an example of an _____.

A) Indirect Recipient

B) Subrecipient

C) Beneficiary

D) None of the Above



What does Title VI do?

- Requires meaningful access to programs and services
- Prohibits requiring different standards or conditions as prerequisites for participating in a program or receiving services
- Encourages the participation of minorities as members of planning or advisory bodies for programs receiving federal funding
- Requires assurance to the source of the federal funds that discrimination will not occur in the operation of the program and provision of services



Title VI does NOT apply to:

- Federal assistance provided through insurance or guaranty contracts (eg. FHA loan insurance)
- Employment, except where employment practices result in discrimination against program beneficiaries or where the primary purpose of the Federal assistance is to provide employment



Examples of Discriminatory Practices

- Applying licensing standards inconsistently to applicants on the basis of their race, color, or national origin.
- The use of policies or practices that appear to be neutral but, in fact, put some program applicants or participants at a disadvantage because of their race, color, or national origin.
- Rejecting or not considering a contract proposal on the basis of the business owner's race, color, or national origin.
- Not including minority owned businesses in the distribution of request for proposal notices.
- Refusing to accept a consumer complaint from and/or provide assistance to a consumer because the consumer either cannot speak, write or is not fluent in English.
- Applying course completion requirements inconsistently to students on the basis of their race, color, or national origin.



Quiz Time!

Which of the following is an example of a discriminatory practice under Title VI?

- A) Applying licensing standards inconsistently based on an applicant's color
- B) Rejecting a contract proposal based on the business owner's race
- C) Refusing to accept a consumer complaint because the consumer cannot speak or write in English
- D) All of the above



Quiz Time!

Which of the following is an example of a discriminatory practice under Title VI?

- A) Applying licensing standards inconsistently based on an applicant's color
- B) Rejecting a contract proposal based on the business owner's race
- C) Refusing to accept a consumer complaint because the consumer cannot speak or write in English

D) All of the above



Quiz Time!

True or False???

Title VI applies to ALL of the Department's employment practices.



Quiz Time!

FALSE!



3 Forms of Discrimination

1. Retaliation

2. Disparate Treatment

3. Disparate Impact

Retaliation

- “Retaliation” occurs when a recipient or another person intimidates, threatens, coerces, or discriminates against any individual for the purpose of interfering with any right or privilege secured by Title VI, or because a person made a complaint, testified, assisted, or participated in any manner in an investigation or proceeding under Title VI.

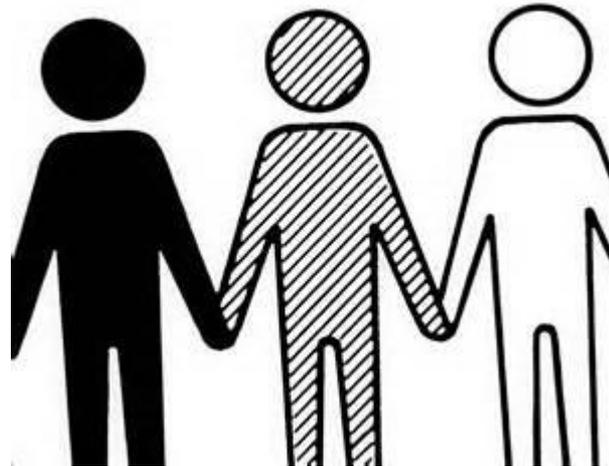


Example of Retaliation

The Volunteers of Business Development (VBD) received a grant from state Department of Treasury to provide free advice on starting and expanding small and minority-owned businesses. VBD also provides transportation to various facilities housing veterans with disabilities, to include Veterans' House where Jomo, a person originally from Kenya, complains to state Department of Treasury that he received bad advice from VBD. A few months later after being notified of Jomo's complaint, VBD stopped providing transportation to Veterans' House.

Disparate Treatment

- “Disparate Treatment” means that similarly situated persons are treated differently (i.e., less favorably) than others based, at least in part, on their race, color and/or national origin.



Example of Disparate Treatment

- Beta Corp. contracts with the Insurance Division to provide testing for insurance producer license applicants. Nadia Bey, who wears a hijab, arrives at the Beta Corp. testing facility. She is told that she would not be permitted to wear the hijab during the test. Her application is incomplete and is not processed by the Agents Licensing Section of the Insurance Division.
 - Please Note: There is no reasonable safety or legal basis to prohibit Nadia from wearing this article of clothing while taking the test.

Disparate Impact

- “Disparate Impact” means discrimination that occurs as a result of a neutral policy which appears harmless on the surface, but negatively affects a group of people.
 - Discriminatory **intent** is not required for disparate impact to be present.



Examples of Policies having a Disparate Impact

- Assigning clean-fuel vehicles and facilities to routes that do not serve predominately minority communities.
- Implementing service reductions or fare increases for bus transportation that disproportionately effect minority communities.
- The State of Politico's Constitution declares the official language of Politico as English. Pursuant to this provision, to advance public safety, the Politico Department of Public Safety, which is a recipient of Federal financial assistance, decides to administer state driver's license examinations only in English.

Quiz Time!

Which of the following is NOT one of the three (3) forms of discrimination under Title VI?

- A) Sexual Harassment
- B) Disparate Treatment
- C) Disparate Impact
- D) Retaliation



Quiz Time!

Which of the following is NOT one of the three (3) forms of discrimination under Title VI?

A) Sexual Harassment

B) Disparate Treatment

C) Disparate Impact

D) Retaliation



Quiz Time!

True or False???

“Disparate impact” means discrimination that occurs as a result of a neutral policy which appears harmless on the surface but negatively affects a group of people.



Quiz Time!

TRUE!



National Origin/ Limited English Proficiency (LEP)

Who are Limited English Proficient persons?

Persons who do not speak English as the primary language and who have a limited ability to read, speak, write, or understand English.



National Origin/ Limited English Proficiency (LEP)

Title VI prohibits conduct that has a disproportionate effect on LEP persons because such conduct constitutes national-origin discrimination.

Lau v. Nichols, 414 U.S. 562 (1974)

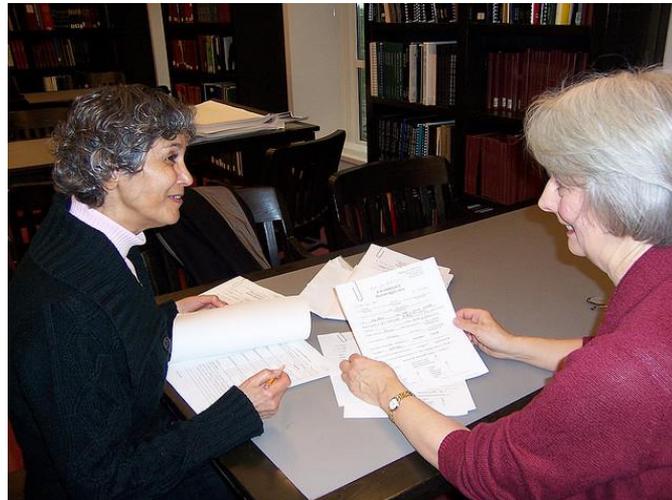


LEP Guidance

- Recipients and subrecipients of Federal financial assistance are required to take reasonable steps to ensure *meaningful access* to their programs and activities by LEP persons

Title VI State Policy Guidance #11-02 (June 2011)

Tennessee Human Rights Commission



What is “meaningful access”?

- A recipient is not required to completely re-invent a program or duplicate a program in another language just because a significant number of its beneficiaries are LEP persons.
 - In fact, sometimes, to create separate but equal language-based mirror programs could itself be questioned under Title VI.
- However, recipients are required to address the specific needs of their LEP beneficiaries when those needs operate as artificial barriers to full and meaningful participation in the program or activity.
 - This requires thinking about how a LEP person’s inability to understand oral and written information might hurt his/her ability to participate in or benefit from a program or activity



How do we provide “meaningful access”?

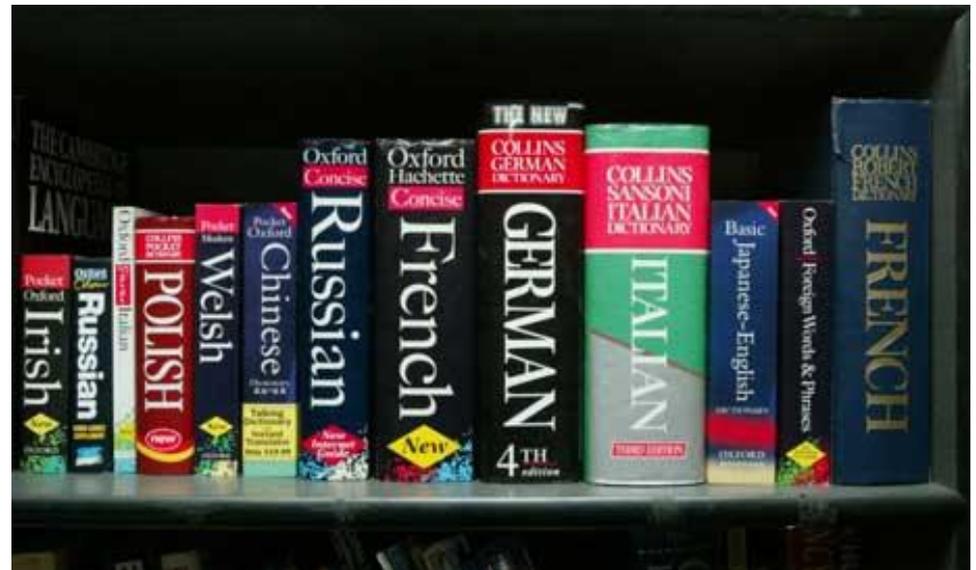
- Since there are so many programs and activities, there is no single rule of how to provide meaningful access.
- Instead, there is a four (4) factor analysis which should be considered when a recipient is determining what constitutes “reasonable steps to ensure meaningful access”:
 1. The number or proportion of LEP persons in the population;
 2. Frequency of contact LEP persons have with the program;
 3. Nature and importance of the program; and
 4. Resources available to the program.



LEP Guidance

Proper Language Assistance

- Translation of documents
- Staff interpreters
- Telephone interpreters
- Interpreters from within the community



Languages Spoken in Tennessee

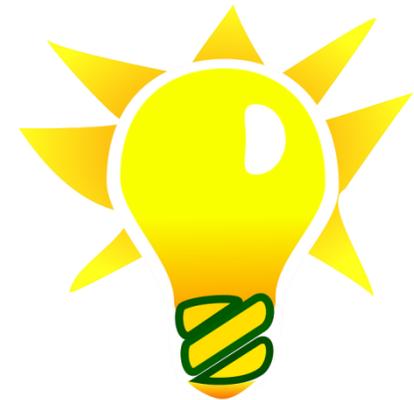
- Estimated Population, July 1, 2016 = 6,651,194
- 419,348 speak a language other than English at home
(American Community Survey 5-year estimates 2011-2015)
- 173,340 speak English less than “Very Well.”
(American Community Survey 5-year estimates 2011-2015)

<https://www.census.gov>



How can the Department of Commerce and Insurance achieve/demonstrate meaningful access?

- Information distribution
- Due process in administrative law matters (Translation of legal documents; Availability of interpreters)
- Consumer protection and enforcement
- Consumer education programs
- Advertisement of employment opportunities that are funded by Federal financial assistance
- Commission/ Board/ Advisory Commission memberships
- Notice of contract and grant opportunities to minority owned businesses
- Monitoring Contractor/Grantee compliance with Title VI
- Publication of notice of right to file complaint



Quiz Time!

Which of the following is NOT an example of proper assistance for Limited English Proficient (LEP) persons?

- A) Translating documents
- B) Having a staff interpreter
- C) Contacting a telephone interpreter
- D) Ensuring everyone on staff is bilingual



Quiz Time!

Which of the following is NOT an example of proper assistance for Limited English Proficient (LEP) persons?

- A) Translating documents
- B) Having a staff interpreter
- C) Contacting a telephone interpreter
- D) Ensuring everyone on staff is bilingual**



Quiz Time!

True or False???

Limited English Proficient (LEP) persons are persons who do not speak English as the primary language but can read and write in English.



Quiz Time!

FALSE!



Discrimination Complaints

Can be filed with:

- Federal agency that provides the Federal financial assistance
- Tennessee Human Rights Commission
- Department of Commerce and Insurance
- Subrecipient (contractor or grantee)

COMPLAINT

TO: MINE OURS OTHER: MONTH DAY YEAR

DESIRED OUTCOME: APOLOGY LITIGATION RESTITUTION
 EXPLANATION PROMOTION CHANGE

COMPLAINANT: ANONYMOUS

Complaints

- Any person (whether that person is an employee of the Department, a subcontractor, or a grantee) who receives or has knowledge of a complaint alleging discrimination on the basis of race, color, or national origin in any federally assisted program operated by or on behalf of the Department must report that complaint to the Legal Division for review and investigation.
- Complaints, whether written or later reduced to writing by a staff member, must be signed by the complainant.



Who can file a Title VI complaint?

Any person in the United States that directly or indirectly receives or is entitled to receive an advantage (a beneficiary) through the operation of a program that receives Federal financial assistance, directly or indirectly, from a federal entity (primary recipient, indirect recipient, subrecipient)

Investigation Procedure

- A complaint filed with the THRC will typically be forwarded to the Office of Legal Counsel of the Department of Commerce and Insurance;
- Complaints filed against a subrecipient should be forwarded to the Office of Legal Counsel;
- An investigation will be conducted by the Office of Legal Counsel;
- Notice of receipt of the complaint will be given to the Commissioner's office and the affected program;
- The affected program area is expected to provide any requested information (documents, recordings, names of persons with relevant knowledge);
- THRC monitors the progress of an investigation.



Investigation Procedure

- Complaints should be handled within ninety (90) days of receipt.
- Upon receipt of a complaint, the Title VI Coordinator will determine its jurisdiction, acceptability, need for additional information, and the merit of the complaint by examining the following factors:
 1. The complaint must be filed within one-hundred eighty (180) calendar days of the alleged occurrence or when the alleged discrimination became known to the complainant; **and**
 2. The allegation(s) must involve a covered basis such as race, color, or national origin; **and**
 3. The allegation(s) must involve a **program or activity** of a Federal-aid recipient, subrecipient, or contractor.

Investigation Procedure

- If the complaint is accepted, the Title VI Coordinator will conduct a preliminary inquiry to substantiate or refute the allegations.
- If the preliminary inquiry indicates that there may be a problem, then a full complaint investigation should be initiated and a letter sent to the complainant explaining that an investigation will be started and that their cooperation will be needed in the future.
- If the allegations are not substantiated, a letter should be sent to the complainant that contains a description of the allegations investigated, the scope of the investigation, the facts learned, and a closing statement summarizing the basis on which the determination was made.

Investigation Results and Recommendations

- Results of a full complaint investigation will be reported to the Title VI Compliance Officer (General Counsel), the Commissioner's office, and the affected program area;
- Recommendations for resolution of the complaint may be made;
- A summary of the investigation findings and any corrective action must be reported to the THRC;
- A final letter to complainant reporting outcome must be reviewed by the THRC prior to delivery.



Title VI Implementation Plan

- Every executive state department must file an Implementation Plan annually on October 1.
- Plan explains the Department's Title VI obligations.
- Plan is reviewed by the THRC to determine compliance with its guidelines.



Implementation Plan

Contents include:

1. Overview of Department
2. Federal programs
3. Data collection & analysis regarding employees, board/commission & advisory bodies
4. Complaints received
5. Nondiscrimination & LEP policies
6. Complaint procedures
7. Compliance/ Noncompliance reporting
8. Title VI training plan
9. Public notice and outreach



What is data collection & analysis?

- The Implementation Plan includes information obtained through data collection and analysis on a number of subjects relating to the recipient (here, the Department).
- Examples of information provided through data collection & analysis for the Department:
 - Data regarding the number of Limited English Proficient (LEP) encounters during the year and breaking down the contacts by type (i.e. in person, telephonic, or in writing) and by language
 - Data regarding the racial composition of students and test applicant data from Tennessee Fire Service and Codes Enforcement Academy (TFACA) and Tennessee Law Enforcement Training Academy (TLETA)
 - Data regarding Title VI trainings conducted and employees who attended those trainings



Data Collection & Analysis

- Helps to assess whether the programs and services of the Department are accessible
- Guides revisions of policies, service delivery methods, information distribution
- Helps to defend against discrimination complaints
- Used in the Implementation Plan
- Demonstrates compliance with Title VI



Hypothetical 1:

The State of Euphoria's Department of Corrections (SEDOC) receives Federal funding but does not provide inmates with language assistance services and does not have any policies or procedures for providing meaningful access to their programs/services for persons who are Limited English Proficient (LEP).

1. The State of Euphoria's Department of Corrections may have issues with Title VI's prohibition of discrimination based on _____.

- A) Race
- B) Color
- C) National Origin
- D) Gender



2. An inmate at SEDOC, who is not a citizen of the United States, is serving a ninety (90) day sentence. On the first day of the sentence, the inmate voices concerns to a guard on duty who is employed by SEDOC, regarding the lack of language assistance services. Which scenario describes the **best** course of action for SEDOC to process the complaint?

- A) SEDOC is not required to report the complaint because the inmate is not a U.S. citizen and does not have standing to file a Title VI discrimination complaint.
- B) The guard should wait until the inmate is released, reduce the complaint to writing and immediately report the complaint to a supervisor.
- C) The inmate should reduce the complaint to writing and immediately forward it to the SEDOC Office of Legal Counsel.
- D) The guard should reduce the complaint to writing and immediately report the complaint to the SEDOC Office of Legal Counsel.

Hypothetical 1:

The State of Euphoria's Department of Corrections (SEDOC) receives Federal funding but does not provide inmates with language assistance services and does not have any policies or procedures for providing meaningful access to their programs/services for persons who are Limited English Proficient (LEP).

1. The State of Euphoria's Department of Corrections may have issues with Title VI's prohibition of discrimination based on _____.

A) Race

B) Color

C) National Origin

D) Gender



2. An inmate at SEDOC, who is not a citizen of the United States, is serving a ninety (90) day sentence. On the first day of the sentence, the inmate voices concerns to a guard on duty who is employed by SEDOC, regarding the lack of language assistance services. Which scenario describes the **best** course of action for SEDOC to process the complaint?

A) SEDOC is not required to report the complaint because the inmate is not a U.S. citizen and does not have standing to file a Title VI discrimination complaint.

B) The guard should wait until the inmate is released, reduce the complaint to writing and immediately report the complaint to a supervisor.

C) The inmate should reduce the complaint to writing and immediately forward it to the SEDOC Office of Legal Counsel.

D) The guard should reduce the complaint to writing and immediately report the complaint to the SEDOC Office of Legal Counsel.

Hypothetical 2:

Cauliflower County Sheriff's Office (CCSO) was investigated and it was found that CCSO deputies stop five times more Latino drivers than non-Latino drivers because those drivers are targeted for stops and arrests. CCSO deputies also conduct checkpoints and traffic stops in predominately Latino neighborhoods and treat stopped drivers different based on their ethnicity. CCSO's booking practices discriminate against Latinos and detain Latinos after they have posted bond. These activities are motivated by the Sheriff's prejudices against Latinos.

1. CCSO is violating Title VI by engaging in what type of discrimination?

- A) Retaliation
- B) Vindication
- C) Disparate Treatment
- D) Disparate Impact



2. A female police officer with CCSO was subsequently fired for her involvement in an inappropriate traffic stop related to discrimination against Latinos. A year after her termination, she alleges her rights were violated under Title VI, claiming she was fired because of her gender. After a preliminary inquiry by the Cauliflower County Title VI Coordinator, the **best representation** of the outcome of the officer's Title VI claim is:

- A) The Title VI Coordinator will conduct a full complaint investigation because it was timely filed within one-hundred eighty (180) days of the alleged discrimination.
- B) The Title VI claim will be dismissed because she does not allege discrimination on the basis of race, color, or national origin.
- C) The Title VI claim will be dismissed because Title VI does not include employment discrimination, except where the primary objective of Federal financial assistance is to provide employment.
- D) Both B and C

Hypothetical 2:

Cauliflower County Sheriff's Office (CCSO) was investigated and it was found that CCSO deputies stop five times more Latino drivers than non-Latino drivers because those drivers are targeted for stops and arrests. CCSO deputies also conduct checkpoints and traffic stops in predominately Latino neighborhoods and treat stopped drivers different based on their ethnicity. CCSO's booking practices discriminate against Latinos and detain Latinos after they have posted bond. These activities are motivated by the Sheriff's prejudices against Latinos.

1. CCSO is violating Title VI by engaging in what type of discrimination?

- A) Retaliation
- B) Vindication
- C) Disparate Treatment**
- D) Disparate Impact



2. A female police officer with CCSO was subsequently fired for her involvement in an inappropriate traffic stop related to discrimination against Latinos. A year after her termination, she alleges her rights were violated under Title VI, claiming she was fired because of her gender. After a preliminary inquiry by the Cauliflower County Title VI Coordinator, the **best representation** of the outcome of the officer's Title VI claim is:

- A) The Title VI Coordinator will conduct a full complaint investigation because it was timely filed within one-hundred eighty (180) days of the alleged discrimination.
- B) The Title VI claim will be dismissed because she does not allege discrimination on the basis of race, color, or national origin.
- C) The Title VI claim will be dismissed because Title VI does not include employment discrimination, except where the primary objective of Federal financial assistance is to provide employment.

D) Both B and C

Hypothetical 3:

The State of Delusion's Fire Academy (DFA) receives Federal funding. During a three (3) week Fire Fighter training course at the DFA campus, an incident occurred, during class, involving two students. Student 1, of Syrian descent, has lived in the U.S. for ten years. He speaks English, but has a noticeable accent, and sometimes has difficulty understanding the instructor, who has a British accent. On this particular day, the instructor was going over material that would be covered on the upcoming written exam. As the instructor was explaining one of the topics, student 1 raised his hand and asked the instructor to repeat himself, as he was having a hard time understanding the instructor's vernacular. Before the instructor could respond, another student (student 2) interrupted and blurted to the class, "Isn't it ironic! A terrorist questioning the way we talk when we can't understand anything he says!" The instructor advised the class to "quiet down" but did nothing to address the comment. After class, student 1 approached the instructor to complain and reported that in addition to the comment in class, there had been numerous incidents of ISIS jokes, slurs, and teasing at his expense during his time on the DFA campus. Student 1 stated that despite repeated complaints to several other instructors, the offensive comments and behavior continued. He was unsure if he could complete the training going forward because he was in constant fear of being harassed.

1. The most likely basis of student 1's Title VI Claim would be:

- A) Religious discrimination
- B) National Origin
- C) Disparate Treatment
- D) Race



Hypothetical 3:

The State of Delusion's Fire Academy (DFA) receives Federal Funding. During a three (3) week Fire Fighter training course at the DFA campus, an incident occurred, during class, involving two students. Student 1, of Syrian descent, has lived in the U.S. for ten years. He speaks English, but has a noticeable accent, and sometimes has difficulty understanding the instructor, who has a British accent. On this particular day, the instructor was going over material that would be covered on the upcoming written exam. As the instructor was explaining one of the topics, student 1 raised his hand and asked the instructor to repeat himself because he was having a hard time understanding the instructor's vernacular. Before the instructor could respond, another student (student 2) interrupted and blurted to the class, "Isn't it ironic! A terrorist questioning the way we talk when we can't understand anything he says!" The instructor advised the class to "quiet down" but did nothing to address the comment. After class, student 1 approached the instructor to complain and reported that in addition to the comment in class, there had been numerous incidents of ISIS jokes, slurs, and teasing at his expense during his time on the DFA campus. Student 1 stated that despite repeated complaints to several other instructors, the offensive comments and behavior continued. He was unsure if he could complete the training going forward because he was in constant fear of being harassed.

1. The most likely basis of student 1's Title VI Claim would be:

- A) Religious discrimination
- B) National Origin**
- C) Disparate Treatment
- D) Race



Appendix M

| FY2017 Contract | Grantee | Title VI Information Location | Title VI Contact | Diversity Email | Contract Contact |
|------------------------|---------------------------------------|---|--|---|-------------------------|
| 53225 | University of Memphis | www.memphis.edu/oie/policies/titlevi.php | Joe T. Henderson , Interim Director of Equity and Diversity Email: jhende33@utm.edu | equityanddiversity@utm.edu | Dixon, Mable |
| 53226 | Tennessee Technological University | https://www.tntech.edu/ideaa/title-vi | Libby Gays, 931-372-3039 egays@tntech.edu | equity@tntech.edu | Rencis, Joseph |
| 53238 | Christian Brothers University | No University Title VI information found | Bob Arnold, Sr. Dir. of Grants & Foundations Office of Advancement - 931-321-4299 | rarnold@cbu.edu | Malasri, Siripong |
| 53237 | Vanderbilt University | http://www.vanderbilt.edu/ead/title6.html | Damian P. Marshall, Compliance Manager - EAD Dept. 615-322-4705 | https://www.vanderbilt.edu/equity | Overholser, Arthur |
| 53242 | Union University | no Title VI info found on website. | Chris Rowland | crowland@uu.edu | Russ, Jeannette H. |
| 53224 | University of Tennessee - Chattanooga | http://www.tennessee.edu/system/equity/ | Dr. Bryan Samuel, Diveristy Officer | bryan-samuel@utc.edu | Pack, Dr. Daniel |
| 53223 | University of Tennessee - Knoxville | http://oed.utk.edu/reports/title-vi-reports/ | Linda Hendricks Harig, VP for HR Office of Equity & Diversity 865-974-2498 | linda.hendricks@tennessee.edu | Davis, Wayne |
| 53222 | University of Tennessee - Martin | https://www.utm.edu/departments/equalopp/titlevi.php | Tammy Hall, CAP | thall19@utm.edu | Helgeson, Richard |
| 53234 | Omore College Of Design | http://www.tennessee.edu/system/equity/ | Lea Voigt, Dir. of Finance & Admin 615-794-4254 | lvoigt@omorecollege.edu | Andrews, Rebecca |
| 53244 | Tennessee State University | https://www.tntech.edu/aa/title-vi | Tiffany Cox, Title VI Coord. Director | tcx9@tnstate.edu | Hargrove, S. Keith |
| 53227 | Middle Tennessee State University | http://www.mtsu.edu/iec/title_VI.php | Office of Institutional Equity & Compliance 615-898-2185 | iec@mtsu.edu | Belcher, Deborah |

| | | | | | |
|-------|------------------------------------|---|---|----------------------------|----------------|
| 53241 | Lipscomb University | no Title VI info found on website. | Dr. Craig Bledsoe, Provost | craig.bledsoe@lipscomb.edu | Myrick, Justin |
| 53243 | Eastern Tennessee State University | https://www.etsu.edu/equity/adherence.php | Tracy Barry, Director of Equity and Assessment 423-439-4444 | barryt@etsu.edu | Isham, D. Dean |

| Contract Contact Email | Fiscal Yr End |
|-------------------------------|----------------------|
| mjdixon1@memphis.edu | 30-Jun |
| jjrencis@tntech.edu | 30-Jun |
| pong@cbu.edu | 31-May |
| k.a.overholser@vanderbilt.edu | 30-Jun |
| jruss@uu.edu | 31-Jul |
| Daniel-Pack@utc.edu | 30-Jun |
| wtdavis@utk.edu | 30-Jun |
| helgeson@utm.edu | 30-Jun |
| randrews@omorecollege.edu | 30-Jun |
| skhargrove@tnstate.edu | 30-Jun |
| dbelcher@mtsu.edu | 30-Jun |

| | |
|----------------------------|--------|
| justin.myrick@lipscomb.edu | 31-May |
| ishamd@etsu.edu | 30-Jun |

Contractor Detail
Department of Commerce and Insurance

| Contract ID | Vendor Name | Department | Scope of service | Start | Expiration | Amount Paid | Diversity | Procurement type | Funding \$ | Subrecipient or Vendor |
|-------------|--|-----------------|-----------------------------------|-----------|------------|--------------|-----------|------------------|------------|------------------------|
| 48720-01 | Allan Smith, PC | Fire Prevention | Deputy Electrical Inspector (DEI) | 07/1/2016 | 6/30/2021 | \$12,956.55 | No | Competitive | State | Vendor |
| 48720-02 | Allen Electrical Inspections, PC | Fire Prevention | Deputy Electrical Inspector (DEI) | 07/1/2016 | 6/30/2021 | \$7,429.00 | No | Competitive | State | Vendor |
| 48720-03 | Archer Electrical Inspections, PC | Fire Prevention | Deputy Electrical Inspector (DEI) | 07/1/2016 | 6/30/2021 | \$122,094.85 | No | Competitive | State | Vendor |
| 48720-04 | Arnold Electrical Inspections, PC | Fire Prevention | Deputy Electrical Inspector (DEI) | 07/1/2016 | 6/30/2021 | \$23,455.75 | No | Competitive | State | Vendor |
| 48720-05 | Augustus M Bryan, PC | Fire Prevention | Deputy Electrical Inspector (DEI) | 07/1/2016 | 6/30/2021 | \$16,279.20 | No | Competitive | State | Vendor |
| 48720-06 | B. Daugherty, PC | Fire Prevention | Deputy Electrical Inspector (DEI) | 07/1/2016 | 6/30/2021 | \$87,723.40 | No | Competitive | State | Vendor |
| 48720-07 | Bill Harrington Electrical Inspections, PC | Fire Prevention | Deputy Electrical Inspector (DEI) | 07/1/2016 | 6/30/2021 | \$110,779.65 | No | Competitive | State | Vendor |
| 48720-08 | Bobby Dunlap Electrical Inspector, PC | Fire Prevention | Deputy Electrical Inspector (DEI) | 07/1/2016 | 6/30/2021 | \$55,434.45 | No | Competitive | State | Vendor |
| 48720-09 | Bryan Electrical Inspector, PC | Fire Prevention | Deputy Electrical Inspector (DEI) | 07/1/2016 | 6/30/2021 | \$38,618.90 | No | Competitive | State | Vendor |
| 48720-10 | C. T. Jennette Electrical Inspection, PC | Fire Prevention | Deputy Electrical Inspector (DEI) | 07/1/2016 | 6/30/2021 | \$126,026.95 | No | Competitive | State | Vendor |
| 48720-11 | Carl H. Robbins, PC | Fire Prevention | Deputy Electrical Inspector (DEI) | 07/1/2016 | 6/30/2021 | \$48,372.65 | No | Competitive | State | Vendor |
| 48720-12 | Charles R. Young, PC | Fire Prevention | Deputy Electrical Inspector (DEI) | 07/1/2016 | 6/30/2021 | \$26,776.70 | No | Competitive | State | Vendor |
| 48720-13 | Culver Electrical Inspections, PC | Fire Prevention | Deputy Electrical Inspector (DEI) | 07/1/2016 | 6/30/2021 | \$155,954.59 | No | Competitive | State | Vendor |
| 48720-14 | Dan R. Wilson Electrical Inspections, PC | Fire Prevention | Deputy Electrical Inspector (DEI) | 07/1/2016 | 6/30/2021 | \$184,807.85 | No | Competitive | State | Vendor |
| 48720-15 | Daryl Alexander Electrical Inspector, PC | Fire Prevention | Deputy Electrical Inspector (DEI) | 07/1/2016 | 6/30/2021 | \$50,634.50 | No | Competitive | State | Vendor |
| 48720-16 | Dennis C Gray PC | Fire Prevention | Deputy Electrical Inspector (DEI) | 07/1/2016 | 6/30/2021 | \$166,515.00 | No | Competitive | State | Vendor |
| 48720-17 | DFM Services, PC | Fire Prevention | Deputy Electrical Inspector (DEI) | 07/1/2016 | 6/30/2021 | \$162,630.50 | No | Competitive | State | Vendor |
| 48720-18 | Doug Manis, PC | Fire Prevention | Deputy Electrical Inspector (DEI) | 07/1/2016 | 6/30/2021 | \$39,251.30 | No | Competitive | State | Vendor |
| 48720-19 | Doug Turnbull Electrical Inspecting, PC | Fire Prevention | Deputy Electrical Inspector (DEI) | 07/1/2016 | 6/30/2021 | \$146,114.15 | No | Competitive | State | Vendor |
| 48720-20 | Ebobco, PC | Fire Prevention | Deputy Electrical inspector (DEI) | 07/1/2016 | 6/30/2021 | \$41,320.20 | No | Competitive | State | Vendor |
| 48720-21 | England Inspections, PC | Fire Prevention | Deputy Electrical Inspector (DEI) | 07/1/2016 | 6/30/2021 | \$ - | No | Competitive | State | Vendor |
| 48720-22 | Glen Dearing Inspections, PC | Fire Prevention | Deputy Electrical Inspector (DEI) | 07/1/2016 | 6/30/2021 | \$ - | No | Competitive | State | Vendor |
| 48720-23 | Gregory Electric Inspections, PC | Fire Prevention | Deputy Electrical Inspector (DEI) | 07/1/2016 | 6/30/2021 | \$16,269.85 | No | Competitive | State | Vendor |
| 48720-24 | Inspection Services Co., PC | Fire Prevention | Deputy Electrical Inspector (DEI) | 07/1/2016 | 6/30/2021 | \$207,622.70 | No | Competitive | State | Vendor |
| 48720-25 | Professional Inspection Services, PC | Fire Prevention | Deputy Electrical Inspector (DEI) | 07/1/2016 | 6/30/2021 | \$493.00 | No | Competitive | State | Vendor |
| 48720-26 | Ira Lee Douglas, PC | Fire Prevention | Deputy Electrical Inspector (DEI) | 07/1/2016 | 6/30/2021 | \$10,362.35 | No | Competitive | State | Vendor |
| 48720-27 | J. L. Jacobs, PC | Fire Prevention | Deputy Electrical Inspector (DEI) | 07/1/2016 | 6/30/2021 | \$268,906.85 | No | Competitive | State | Vendor |

**Contractor Detail
Department of Commerce and Insurance**

| Contract ID | Vendor Name | Department | Scope of service | Start | Expiration | Amount Paid | Diversity | Procurement type | Funding \$ | Subrecipient or Vendor |
|-------------|--|-----------------|-----------------------------------|-----------|------------|--------------|-----------|------------------|------------|------------------------|
| 48720-28 | James Dearing Electrical Inspection, PC | Fire Prevention | Deputy Electrical Inspector (DEI) | 07/1/2016 | 6/30/2021 | \$124,054.95 | No | Competitive | State | Vendor |
| 48720-29 | James Dye Electric Inspectors, PC | Fire Prevention | Deputy Electrical Inspector (DEI) | 07/1/2016 | 6/30/2021 | \$190,581.90 | No | Competitive | State | Vendor |
| 48720-30 | Peek Electrical | Fire Prevention | Deputy Electrical Inspector (DEI) | 07/1/2016 | 6/30/2021 | \$250,308.85 | No | Competitive | State | Vendor |
| 48720-31 | JDM Inspections, PC | Fire Prevention | Deputy Electrical Inspector (DEI) | 07/1/2016 | 6/30/2021 | \$119,592.45 | No | Competitive | State | Vendor |
| 48720-32 | McHenry Contracting, PC | Fire Prevention | Deputy Electrical Inspector (DEI) | 07/1/2016 | 6/30/2021 | \$68,233.75 | No | Competitive | State | Vendor |
| 48720-33 | JEM Electrical Inspections PC | Fire Prevention | Deputy Electrical Inspector (DEI) | 07/1/2016 | 6/30/2021 | \$87,928.25 | No | Competitive | State | Vendor |
| 48720-34 | Jerry C. Wilkerson, PC | Fire Prevention | Deputy Electrical Inspector (DEI) | 07/1/2016 | 6/30/2021 | \$163,597.80 | No | Competitive | State | Vendor |
| 48720-35 | Jerry W. Hunsucker, PC | Fire Prevention | Deputy Electrical Inspector (DEI) | 07/1/2016 | 6/30/2021 | \$96,909.35 | No | Competitive | State | Vendor |
| 48720-36 | Jessie V. Hesson, Jr. Electrical Inspection Services, PC | Fire Prevention | Deputy Electrical Inspector (DEI) | 07/1/2016 | 6/30/2021 | \$5,159.50 | No | Competitive | State | Vendor |
| 48720-39 | John Jacobs, PC | Fire Prevention | Deputy Electrical Inspector (DEI) | 07/1/2016 | 6/30/2021 | \$4,819.50 | No | Competitive | State | Vendor |
| 48720-40 | Johnie W. Plunk Electrical Inspection, PC | Fire Prevention | Deputy Electrical Inspector (DEI) | 07/1/2016 | 6/30/2021 | \$72,822.90 | No | Competitive | State | Vendor |
| 48720-41 | Lafollette Electric, PC | Fire Prevention | Deputy Electrical Inspector (DEI) | 07/1/2016 | 6/30/2021 | \$158,671.20 | No | Competitive | State | Vendor |
| 48720-42 | Lamplighter Electrical Inspections, PC | Fire Prevention | Deputy Electrical Inspector (DEI) | 07/1/2016 | 6/30/2021 | \$96,290.55 | No | Competitive | State | Vendor |
| 48720-43 | Lanes Electrical Inspections, PC | Fire Prevention | Deputy Electrical Inspector (DEI) | 07/1/2016 | 6/30/2021 | \$129,993.05 | No | Competitive | State | Vendor |
| 48720-44 | Larry W Miller, PC | Fire Prevention | Deputy Electrical Inspector (DEI) | 07/1/2016 | 6/30/2021 | \$112,442.25 | No | Competitive | State | Vendor |
| 48720-45 | Lee Varner, PC | Fire Prevention | Deputy Electrical Inspector (DEI) | 07/1/2016 | 6/30/2021 | \$22,085.55 | No | Competitive | State | Vendor |
| 48720-46 | LHM Electrical Inspectors PC | Fire Prevention | Deputy Electrical Inspector (DEI) | 07/1/2016 | 6/30/2021 | \$267,560.45 | No | Competitive | State | Vendor |
| 48720-47 | Loftis Enterprises Company, PC | Fire Prevention | Deputy electrical inspector (DEI) | 07/1/2016 | 6/30/2021 | \$ - | No | Competitive | State | Vendor |
| 48720-48 | Lowell's Electrical Inspection, PC | Fire Prevention | Deputy Electrical Inspector (DEI) | 07/1/2016 | 6/30/2021 | \$85,354.45 | No | Competitive | State | Vendor |
| 48720-49 | Maitland Electric, PC | Fire Prevention | Deputy Electrical Inspector (DEI) | 07/1/2016 | 6/30/2021 | \$119,777.75 | No | Competitive | State | Vendor |
| 48720-50 | McCoy Services, PC | Fire Prevention | Deputy Electrical Inspector (DEI) | 07/1/2016 | 6/30/2021 | \$33,678.70 | No | Competitive | State | Vendor |
| 48720-51 | MD Electrical Inspections, PC | Fire Prevention | Deputy Electrical Inspector (DEI) | 07/1/2016 | 6/30/2021 | \$127,794.10 | No | Competitive | State | Vendor |
| 48720-52 | Michael S. Fox, PC | Fire Prevention | Deputy Electrical Inspector (DEI) | 07/1/2016 | 6/30/2021 | \$103,769.70 | No | Competitive | State | Vendor |
| 48720-53 | Michael Taylor Electrical Inspector, PC | Fire Prevention | Deputy Electrical Inspector (DEI) | 07/1/2016 | 6/30/2021 | \$211,274.30 | No | Competitive | State | Vendor |
| 48720-54 | Mitchell Dwain Wright, PC | Fire Prevention | Deputy Electrical Inspector (DEI) | 07/1/2016 | 6/30/2021 | \$78,207.65 | No | Competitive | State | Vendor |
| 48720-56 | R Keene, PC | Fire Prevention | Deputy Electrical Inspector (DEI) | 07/1/2016 | 6/30/2021 | \$116,691.40 | No | Competitive | State | Vendor |
| 48720-57 | R. Rutherford, PC | Fire Prevention | Deputy Electrical Inspector (DEI) | 07/1/2016 | 6/30/2021 | \$99,427.05 | No | Competitive | State | Vendor |

Contractor Detail
Department of Commerce and Insurance

| Contract ID | Vendor Name | Department | Scope of service | Start | Expiration | Amount Paid | Diversity | Procurement type | Funding \$ | Subrecipient or Vendor |
|-------------|--|-----------------|-----------------------------------|------------|------------|--------------|-----------|------------------|------------|------------------------|
| 48720-58 | Ramsey Electric, PC | Fire Prevention | Deputy Electrical Inspector (DEI) | 07/1/2016 | 6/30/2021 | \$70,132.65 | No | Competitive | State | Vendor |
| 48720-59 | Richesin Electrical Inspections, PC | Fire Prevention | Deputy Electrical Inspector (DEI) | 07/1/2016 | 6/30/2021 | \$108,578.15 | No | Competitive | State | Vendor |
| 48720-60 | RLW Electrical Inspection Services, PC | Fire Prevention | Deputy Electrical Inspector (DEI) | 07/1/2016 | 6/30/2021 | \$104,066.35 | No | Competitive | State | Vendor |
| 48720-61 | Robert Gray, PC | Fire Prevention | Deputy Electrical Inspector (DEI) | 07/1/2016 | 6/30/2021 | \$98,791.25 | No | Competitive | State | Vendor |
| 48720-62 | Robert T. Davis, Jr. PC | Fire Prevention | Deputy Electrical Inspector (DEI) | 07/1/2016 | 6/30/2021 | \$124,544.55 | No | Competitive | State | Vendor |
| 48720-63 | Ronald Gray, PC | Fire Prevention | Deputy Electrical Inspector (DEI) | 07/1/2016 | 6/30/2021 | \$171,671.10 | No | Competitive | State | Vendor |
| 48720-64 | Sammy Catlett, PC | Fire Prevention | Deputy Electrical Inspector (DEI) | 07/1/2016 | 6/30/2021 | \$152,118.55 | No | Competitive | State | Vendor |
| 48720-65 | Scotts Electrical, PC | Fire Prevention | Deputy Electrical Inspector (DEI) | 07/1/2016 | 6/30/2021 | \$103,205.30 | No | Competitive | State | Vendor |
| 48720-66 | Shane Griswell Electrical Services, PC | Fire Prevention | Deputy Electrical Inspector (DEI) | 07/1/2016 | 6/30/2021 | \$43,362.75 | No | Competitive | State | Vendor |
| 48720-67 | Shannon Patterson Inspector, PC | Fire Prevention | Deputy Electrical Inspector (DEI) | 07/1/2016 | 6/30/2021 | \$146,451.60 | No | Competitive | State | Vendor |
| 48720-68 | State Electrical Inspections, PC | Fire Prevention | Deputy Electrical Inspector (DEI) | 07/1/2016 | 6/30/2021 | \$193,316.35 | No | Competitive | State | Vendor |
| 48720-69 | Stephen Taylor Electrical Inspector, PC | Fire Prevention | Deputy Electrical Inspector (DEI) | 07/1/2016 | 6/30/2021 | \$105,116.95 | No | Competitive | State | Vendor |
| 48720-70 | Steven Barnes Commercial Electrical Inspector, PC | Fire Prevention | Deputy Electrical Inspector (DEI) | 07/1/2016 | 6/30/2021 | \$123,398.75 | No | Competitive | State | Vendor |
| 48720-71 | Thorne Electrical Inspections, PC | Fire Prevention | Deputy Electrical Inspector (DEI) | 07/1/2016 | 6/30/2021 | \$1,394.00 | No | Competitive | State | Vendor |
| 48720-72 | TJ Hesson Electrical Services, PC | Fire Prevention | Deputy Electrical Inspector (DEI) | 07/1/2016 | 6/30/2021 | \$54,216.40 | No | Competitive | State | Vendor |
| 48720-73 | Tracy Barnett, PC | Fire Prevention | Deputy Electrical Inspector (DEI) | 07/1/2016 | 6/30/2021 | \$145,165.55 | No | Competitive | State | Vendor |
| 48720-74 | TriStar Inspections, PC | Fire Prevention | Deputy Electrical Inspector (DEI) | 07/1/2016 | 6/30/2021 | \$58,308.30 | No | Competitive | State | Vendor |
| 48720-75 | Vernon Hesson Electrical Inspection Services, PC | Fire Prevention | Deputy Electrical Inspector (DEI) | 07/1/2016 | 6/30/2021 | \$42,750.75 | No | Competitive | State | Vendor |
| 48720-76 | Winfred D. Hesson Electrical Inspection Services, PC | Fire Prevention | Deputy Electrical Inspector (DEI) | 07/1/2016 | 6/30/2021 | \$151,351.85 | No | Competitive | State | Vendor |
| 48720-77 | River City Inspection Services, PC | Fire Prevention | Deputy Electrical Inspector (DEI) | 07/1/2016 | 6/30/2021 | \$35,585.25 | No | Competitive | State | Vendor |
| 48720-78 | Jeffrey A. Todd | Fire Prevention | Deputy Electrical Inspector (DEI) | 08/8/2016 | 6/30/2021 | \$47,013.50 | No | Competitive | State | Vendor |
| 48720-79 | Harley D. Revis, PC | Fire Prevention | Deputy Electrical Inspector (DEI) | 08/8/2016 | 6/30/2021 | \$53,116.50 | No | Competitive | State | Vendor |
| 48720-80 | Robert P. Griffith, PC | Fire Prevention | Deputy Electrical Inspector (DEI) | 08/8/2016 | 6/30/2021 | \$ - | SDVBE | Competitive | State | Vendor |
| 48720-81 | TNEI, PC | Fire Prevention | Deputy Electrical Inspector (DEI) | 08/8/2016 | 6/30/2021 | \$40,175.25 | No | Competitive | State | Vendor |
| 48720-82 | Sehi Electrical Inspections, PC | Fire Prevention | Deputy Electrical Inspector (DEI) | 10/3/2016 | 6/30/2021 | \$ - | No | Competitive | State | Vendor |
| 48720-83 | Jason V. Scott, PC | Fire Prevention | Deputy Electrical Inspector (DEI) | 10/3/2016 | 6/30/2021 | \$52,816.45 | No | Competitive | State | Vendor |
| 48720-84 | Aaron Williams, PC | Fire Prevention | Deputy Electrical Inspector (DEI) | 10/17/2016 | 6/30/2021 | \$88,878.55 | No | Competitive | State | Vendor |

Contractor Detail
Department of Commerce and Insurance

| Contract ID | Vendor Name | Department | Scope of service | Start | Expiration | Amount Paid | Diversity | Procurement type | Funding \$ | Subrecipient or Vendor |
|-------------|--|--------------------------|---|------------|------------|----------------|-----------|------------------|------------|------------------------|
| 48720-85 | HBR Inspections, PC | Fire Prevention | Deputy Electrical Inspector (DEI) | 10/17/2016 | 6/30/2021 | \$28,029.60 | No | Competitive | State | Vendor |
| 48720-86 | Broughton Inspection, PC | Fire Prevention | Deputy Electrical Inspector (DEI) | 3/3/2017 | 6/30/2021 | \$4,618.05 | No | Competitive | State | Vendor |
| 48720-87 | Watertown Electric - Roger D. Russell | Fire Prevention | Deputy Electrical Inspector (DEI) | 3/3/2017 | 6/30/2021 | \$4,289.95 | No | Competitive | State | Vendor |
| 48720-88 | Speek Electrical Inspector, PC | Fire Prevention | Deputy Electrical Inspector (DEI) | 3/3/2017 | 6/30/2021 | \$28,288.00 | No | Competitive | State | Vendor |
| 48720-89 | JACH Inspections, PC | Fire Prevention | Deputy Electrical Inspector (DEI) | 3/3/2017 | 6/30/2021 | \$37,140.75 | No | Competitive | State | Vendor |
| 48720-90 | G.E.S. Electrical Inspections, PC | Fire Prevention | Deputy Electrical Inspector (DEI) | 6/26/2017 | 6/30/2021 | \$1,603.10 | No | Competitive | State | Vendor |
| 48720-91 | H. Gale Carter Electrical Inspections, PC | Fire Prevention | Deputy Electrical Inspector (DEI) | 6/26/2017 | 6/30/2021 | \$6,244.10 | No | Competitive | State | Vendor |
| 48720-92 | James T. Hewgley, PC | Fire Prevention | Deputy Electrical Inspector (DEI) | 6/26/2017 | 6/30/2021 | \$2,592.50 | No | Competitive | State | Vendor |
| 48720-93 | Livco Electrical Inspections, PC | Fire Prevention | Deputy Electrical Inspector (DEI) | 6/26/2017 | 6/30/2021 | \$4,032.40 | No | Competitive | State | Vendor |
| 48724-01 | Bird Building Inspections, PC | Fire Prevention | Deputy Building Inspector (DBI) | 1/2/2016 | 6/30/2021 | \$250,000.00 | No | Competitive | State | Vendor |
| 48724-02 | Larry Clark Building Inspections, PC | Fire Prevention | Deputy Building Inspector (DBI) | 1/2/2016 | 6/30/2021 | \$250,000.00 | No | Competitive | State | Vendor |
| 33453 | SAS, LLC dba Select Actuarial Services | Insurance | Exam svc; captive insurance applications and exams | 6/1/2012 | 5/29/2018 | \$0.00 | No | Competitive | State | Vendor |
| 33454 | Pinnacle Actuarial Resources, Inc. | Insurance | Exam svc; captive insurance applications and exams | 6/1/2012 | 5/30/2018 | \$0.00 | No | Competitive | State | Vendor |
| 33455 | Oliver Wyman Actuarial Consulting, Inc. | Insurance | Exam svc; Captive Insurance applications and exams | 6/1/2012 | 5/29/2018 | \$0.00 | No | Competitive | State | Vendor |
| 34445 | Willis Of Tennessee, Inc. | Insurance | Exam svc; captive insurance applications and exams | 6/1/2012 | 5/29/2018 | \$0.00 | No | Competitive | State | Vendor |
| 34552 | MicroPact Global | Administration | CORE software | 3/1/2013 | 2/28/2018 | \$1,709,758.70 | No | Non-competitive | State | Vendor |
| 36108 | National Association of Insurance Commissioners (NAIC) | Insurance | State based systems software maintenance | 3/1/2013 | 2/28/2018 | \$0.00 | No | Non-competitive | State | Vendor |
| 36991 | PSI Services, LLC | Fire Prevention | Exam services- fireworks exams | 3/1/2013 | 2/28/2018 | \$0.00 | No | Competitive | State | Vendor |
| 37086 | Noble Consulting Services, Inc. | Insurance | Financial examination services | 5/1/2013 | 4/30/2018 | \$350,000.00 | No | Competitive | State | Vendor |
| 37113 | PSI Services, LLC | Locksmiths | Exam services - Locksmithing | 1/1/2013 | 12/31/2017 | \$0.00 | No | Competitive | State | Vendor |
| 37199 | Mission Critical Partners, Inc. | Emergency Communications | E911 technical consulting services | 7/1/2013 | 6/30/2018 | \$903,931.29 | No | Competitive | State | Vendor |
| 38294 | PSI Services, LLC | Private Investigative | Development and administration of examinations for the Private Investigation and Polygraph | 9/1/2013 | 8/30/2018 | \$10,000.00 | No | Non-competitive | State | Vendor |
| 38295 | PSI Services, LLC | Private Protective | Development & admin of Examinations of Contract Security Company License Exam - Private Protective Services | 9/1/2013 | 8/30/2018 | \$5,000.00 | No | Non-competitive | State | Vendor |
| 38302 | PSI Services, LLC | Alarm Sys Contractors | Development & admin of exams Alarm Agent License | 9/1/2013 | 8/30/2018 | \$20,000.00 | No | Non-competitive | State | Vendor |
| 38591 | Michael Gill | Fire Prevention | Field Service Rep - Firefighting Comm- West TN | 9/1/2013 | 8/31/2018 | \$54,548.64 | No | Competitive | State | Vendor |
| 39312 | Timothy H Rice | Fire Prevention | Field Service Rep - West TN for Comm of Personnel Standards & Education | 10/22/2013 | 8/31/2018 | \$43,329.65 | No | Competitive | State | Vendor |

**Contractor Detail
Department of Commerce and Insurance**

| Contract ID | Vendor Name | Department | Scope of service | Start | Expiration | Amount Paid | Diversity | Procurement type | Funding \$ | Subrecipient or Vendor |
|-------------|--|-------------------------|--|-----------|------------|----------------|-----------|------------------|------------|------------------------|
| 40252 | Professional Credential Services, Inc. | Fire Prevention | Development and administration of licensure examinations for Manufactured Home Retailers | 1/15/2014 | 1/14/2018 | \$0.00 | SBE | Competitive | State | Vendor |
| 40255 | Professional Credential Services, Inc. | Fire Prevention | Development and administration services to applicants for registration as an Explosive Blaster | 1/15/2014 | 1/14/2018 | \$0.00 | SBE | Competitive | State | Vendor |
| 40257 | Professional Credential Services, Inc. | Fire Prevention | Development and administration of licensure examinations for Fire Extinguisher Specialists and | 1/15/2014 | 1/14/2018 | \$0.00 | SBE | Competitive | State | Vendor |
| 40258 | Professional Credential Services, Inc. | Fire Prevention | Development and administration of licensure examinations for Liquefied Petroleum Gas Dealers | 1/15/2014 | 1/14/2018 | \$0.00 | SBE | Competitive | State | Vendor |
| 40263 | Accu-Spec, PC | Contractors | Building inspectors of contractors licensed by the Tenn Board for Licensing Contractor | 1/28/2014 | 1/27/2018 | \$3,522.55 | No | Competitive | State | Vendor |
| 40264 | RLW Electrical Inspection Services, PC | Contractors | Building inspector of contractors licensed by the Tenn Board Licensing Contractor | 1/28/2014 | 1/27/2018 | \$3,150.00 | No | Competitive | State | Vendor |
| 40270 | Christopher Stubblefield | Contractors | Building inspector of contractors licensed by the Tenn Board Licensing Contractor | 1/28/2014 | 1/27/2019 | \$32,898.10 | No | Competitive | State | Vendor |
| 40416 | CPA Examination Services, a division of National Assoc. of | Accountancy | Administration of computer-based examinations for Certified Public Accountant Certification | 3/3/2014 | 3/2/2019 | \$0.00 | No | Competitive | State | Vendor |
| 40890 | Appalachian Inspection Services, PLLC | Contractors | Building inspector of contractors licensed by the Tenn Board Licensing Contractor | 4/15/2014 | 4/15/2018 | \$4,712.50 | No | Competitive | State | Vendor |
| 40891 | Corum Engineering, PC | Contractors | Building inspector of contractors licensed by the Tenn Board Licensing Contractor | 4/15/2014 | 4/15/2018 | \$8,525.00 | No | Competitive | State | Vendor |
| 41058 | Certified Inspections, PC | Contractors | Building inspector of contractors licensed by the Tenn Board Licensing Contractor | 4/15/2014 | 4/15/2018 | \$2,370.00 | No | Competitive | State | Vendor |
| 41061 | Taylor Electric | Contractors | Building inspector of contractors licensed by the Tenn Board Licensing Contractor | 4/15/2014 | 4/15/2018 | \$3,250.00 | No | Competitive | State | Vendor |
| 41089 | INS Consultants, Inc. | Insurance | Actuarial services for life, accident and health | 5/1/2014 | 4/30/2019 | \$969,810.00 | No | Competitive | State | Vendor |
| 41344 | Pearson VUE, a business of NCS Pearson, Inc. | Insurance | Development and admin of licensing exams (Agent Licensing) | 7/1/2014 | 6/30/2019 | \$0.00 | No | Competitive | State | Vendor |
| 41345 | Bickerstaff Whatley Ryan | Insurance | Actuarial services for property and casualty insurance | 7/1/2014 | 6/30/2019 | \$265,612.50 | No | Competitive | State | Vendor |
| 41451 | Michelle Lyons dba EsqWired Computer Consulting | Administration | Abacus Law Computer software customization and training | 5/19/2014 | 12/31/2017 | \$39,384.00 | No | Non-competitive | State | Vendor |
| 41469 | PSI Services, LLC | Real Estate Commission | Development and admin of licensure examinations for the real estate broker, affiliate broker time- | 7/1/2014 | 6/30/2019 | \$0.00 | No | Competitive | State | Vendor |
| 43594 | National Association of State Boards of Geology | Professional Geologists | Administration and grading of professional examinations | 10/1/2014 | 9/30/2019 | \$0.00 | No | Non-competitive | State | Vendor |
| 45242 | PSI Services, LLC | Cosmetology | Development & admin services of license exams for TN Board of Cosmetology & Barber Exams | 7/1/2015 | 6/30/2020 | \$0.00 | No | Competitive | State | Vendor |
| 45598 | National Council on Compensation Insurance, Inc. | Insurance | Administration of the Tennessee Workers' Compensation Insurance Plan (the "Plan") through | 7/1/2015 | 6/30/2020 | \$0.00 | No | Non-competitive | State | Vendor |
| 45653 | PSI Services, LLC | Real Estate Appraisers | Exam administrative services for candidates for the Tenn. Real Estate Appraiser Comm. licensed, certified residential, and certified general classifications | 7/1/2015 | 6/30/2020 | \$0.00 | No | Competitive | State | Vendor |
| 45814 | Midwest Japan Discovery Services, LLC | Administration | Independent legal analysis and consulting related to international insurance law and regulations | 5/11/2015 | 5/10/2020 | \$100,000.00 | No | Non-competitive | State | Vendor |
| 46016 | Lewis & Ellis, Inc. | Insurance | Actuarial Analysis services for financial exams of insurance companies | 7/1/2015 | 6/30/2020 | \$2,600,000.00 | No | Competitive | State | Vendor |
| 46286 | David H. Hodges | Fire Prevention | Field Service Rep -Firefighting Comm. - East TN | 6/15/2015 | 6/14/2018 | \$52,667.00 | No | Non-competitive | State | Vendor |
| 46546 | PSI Services, LLC | Auctioneer Commission | Development & administration of exams for Auctioneer Services | 7/1/2015 | 6/30/2020 | \$0.00 | No | Competitive | State | Vendor |
| 46733 | TeleCommunication Systems, Inc. | Emergency Commission | Technical & management services for the Emergency Communications Board | 1/17/2016 | 1/16/2021 | \$7,158,619.62 | No | Competitive | E911 fund | Vendor |

**Contractor Detail
Department of Commerce and Insurance**

| Contract ID | Vendor Name | Department | Scope of service | Start | Expiration | Amount Paid | Diversity | Procurement type | Funding | Subrecipient or Vendor |
|-------------|--|-----------------------------|---|------------|------------|--------------|-----------|------------------|-----------|------------------------|
| 47219 | RLW Electrical Inspection Services, PC | Fire Prevention | Deputy Building Inspector(DBI) | 10/1/2015 | 6/30/2020 | \$38,185.00 | No | Competitive | State | Vendor |
| 47220 | VP Building Inspection Co., PC | Fire Prevention | Deputy Building Inspector(DBI) | 10/1/2015 | 6/30/2020 | \$47,302.50 | No | Competitive | State | Vendor |
| 47224 | McHenry Contracting, PC | Fire Prevention | Deputy Building Inspector(DBI) | 10/1/2015 | 6/30/2020 | \$91,732.50 | No | Competitive | State | Vendor |
| 47225 | LifeSafety Services of Tennessee, PC | Fire Prevention | Deputy Building Inspector(DBI) | 10/1/2015 | 6/30/2020 | \$0.00 | No | Competitive | State | Vendor |
| 47228 | Inspection Solutions, PC | Fire Prevention | Deputy Building Inspector(DBI) | 10/1/2015 | 6/30/2020 | \$0.00 | No | Competitive | State | Vendor |
| 47230 | E. Geary, PC | Fire Prevention | Deputy Building Inspector(DBI) | 10/1/2015 | 6/30/2020 | \$51,902.50 | No | Competitive | State | Vendor |
| 47231 | DVI, PC | Fire Prevention | Deputy Building Inspector(DBI) | 10/1/2015 | 6/30/2020 | \$39,765.00 | No | Competitive | State | Vendor |
| 47232 | Appalachian Inspection Services PLLC | Fire Prevention | Deputy Building Inspector(DBI) | 10/1/2015 | 6/30/2020 | \$10,000.00 | No | Competitive | State | Vendor |
| 47326 | Carr, Riggs & Ingram, LLC | Insurance | Consulting services related to development of revenue collection accounting system | 8/14/2015 | 8/13/2018 | \$10,000.00 | No | Non-competitive | State | Vendor |
| 47417 | Emergency Medical Resources, PLLC | Fire Academy | Medical Consultation & instruction services | 10/1/2015 | 9/30/2018 | \$10,000.00 | No | Non-competitive | State | Vendor |
| 47662 | James B Atwood, Inc. | Real Estate Appraisers | Residential appraisal reviews and expert witness services | 10/15/2015 | 10/13/2017 | \$5,600.00 | No | Non-competitive | State | Vendor |
| 47665 | Van E Boals, dba The Boals Group | Real Estate Appraisers | Residential & Non-Residential appraisal review services and expert witness services | 12/14/2015 | 12/13/2017 | \$1,575.00 | No | Non-competitive | State | Vendor |
| 47667 | Statewide Appraisal & Title Services | Real Estate Appraisers | Residential & Non-residential appraisal review and expert witness services | 10/15/2015 | 10/13/2017 | \$5,400.00 | No | Non-competitive | State | Vendor |
| 47673 | Thomas H. Humphreys | Real Estate Appraisers | Investigative and expert witness services | 1/1/2016 | 12/31/2017 | \$7,080.00 | No | Non-competitive | State | Vendor |
| 48078 | National Council on Compensation Insurance, Inc. | Insurance | Services related to Tennessee Reinsurance Mechanism (former WC) | 10/21/2015 | 6/30/2020 | \$0.00 | No | Non-competitive | State | Vendor |
| 48189 | Rector and Associates, Inc. | Insurance | Supervisory review and consulting services | 11/1/2015 | 10/31/2020 | \$829,351.88 | No | Non-competitive | State | Vendor |
| 48649 | National Emergency Number Association | Emergency Communications | Training related to emergency telecommunication professionals | 1/8/2016 | 1/7/2018 | \$200,000.00 | No | Non-competitive | E911 fund | Vendor |
| 48671-01 | Eide Bailly, LLP | Insurance | Conduct financial & market conduct examination of First Acceptance exams | 1/30/2017 | 6/30/2017 | \$77,040.00 | No | Competitive | | Vendor |
| 48671-02 | Johnson & Lambert, LLP | Insurance | Conduct financial & market conduct examination of Direct Insurance Co | 1/30/2017 | 6/30/2017 | \$56,245.00 | No | Competitive | | Vendor |
| 48671-03 | Eide Bailly, LLP | Insurance | Conduct financial & market conduct examination of MidSouth Exams | 1/30/2017 | 6/30/2017 | \$77,040.00 | No | Competitive | | Vendor |
| 48671-04 | Carr, Riggs & Ingram, LLC | Insurance | Primary analysis review of insurance companies | 4/17/2017 | 6/30/2017 | \$350,000.00 | No | Competitive | | Vendor |
| 48671-05 | Schowengerdt Consulting, LLC | Insurance | Primary analysis review of insurance companies | 4/17/2017 | 6/30/2017 | \$350,000.00 | No | Competitive | | Vendor |
| 48671-06 | Noble Consulting Services, Inc. | Insurance | Examination of Insurance companies | 4/7/2017 | 6/30/2021 | \$350,000.00 | No | Competitive | | Vendor |
| 48671-07 | Lewis & Ellis, Inc. | Insurance | Examination of insurance companies | 6/5/2017 | 6/30/2021 | \$350,000.00 | No | Competitive | | Vendor |
| 53242 | Union University | Architectural & Engineering | Architectural and Engineering Grant | 2/15/2017 | 6/30/2017 | \$10,962.00 | No | Non-competitive | State | Subrecipient |
| 53222 | University of Tennessee Martin | Architectural & Engineering | Architectural and Engineering Grant | 2/15/2017 | 6/30/2017 | \$12,800.00 | No | Non-competitive | State | Subrecipient |
| 53223 | University of Tennessee Knoxville | Architectural & Engineering | Architectural and Engineering Grant | 2/15/2017 | 6/30/2017 | \$87,286.00 | No | Non-competitive | State | Subrecipient |

Contractor Detail
Department of Commerce and Insurance

| Contract ID | Vendor Name | Department | Scope of service | Start | Expiration | Amount Paid | Diversity | Procurement type | Funding \$ | Subrecipient or Vendor |
|-------------|---------------------------------------|-----------------------------|---|-----------|------------|--------------|-----------|------------------|------------|------------------------|
| 53224 | University of Tennessee Chattanooga | Architectural & Engineering | Architectural and Engineering Grant | 2/15/2017 | 6/30/2017 | \$48,716.00 | No | Non-competitive | State | Subrecipient |
| 53226 | Tennessee Technological University | Architectural & Engineering | Architectural and Engineering Grant | 2/15/2017 | 6/30/2017 | \$33,725.00 | No | Non-competitive | State | Subrecipient |
| 53244 | Tennessee State University | Architectural & Engineering | Architectural and Engineering Grant | 2/15/2017 | 6/30/2017 | \$18,649.00 | No | Non-competitive | State | Subrecipient |
| 53227 | Middle Tennessee State University | Architectural & Engineering | Architectural and Engineering Grant | 2/15/2017 | 6/30/2017 | \$16,605.00 | No | Non-competitive | State | Subrecipient |
| 53237 | Vanderbilt University | Architectural & Engineering | Architectural and Engineering Grant | 2/15/2017 | 6/30/2017 | \$22,292.00 | No | Non-competitive | State | Subrecipient |
| 53234 | Omore College Of Design | Architectural & Engineering | Architectural and Engineering Grant | 2/15/2017 | 6/30/2017 | \$3,000.00 | No | Non-competitive | State | Subrecipient |
| 53238 | Christian Brothers University | Architectural & Engineering | Architectural and Engineering Grant | 2/15/2017 | 6/30/2017 | \$13,832.00 | No | Non-competitive | State | Subrecipient |
| 53241 | Lipscomb University | Architectural & Engineering | Architectural and Engineering Grant | 2/15/2017 | 6/30/2017 | \$12,777.00 | No | Non-competitive | State | Subrecipient |
| 53225 | University of Memphis | Architectural & Engineering | Architectural and Engineering Grant | 2/15/2017 | 6/30/2017 | \$48,053.00 | No | Non-competitive | State | Subrecipient |
| 53243 | Eastern Tennessee State University | Architectural & Engineering | Architectural and Engineering Grant | 2/15/2017 | 6/30/2017 | \$3,000.00 | No | Non-competitive | State | Subrecipient |
| 49220 | Christopher T. Holmes | Fire Prevention | Field Service Rep-Firefighting Comm.Middle TN | 3/21/2016 | 7/21/2018 | \$33,162.81 | No | Non-competitive | State | Vendor |
| 49222 | Dykes & Gardner Appraisal Services | Real Estate Appraisers | Residential & Non-residential appraisal review services and expert witness services | 4/23/2016 | 4/22/2021 | \$2,250.00 | No | Non-competitive | State | Vendor |
| 49223 | Woodford & Assoc - Kenneth R Woodford | Real Estate Appraisers | Residential & Non-residential appraisal review services and expert witness services | 4/23/2016 | 4/22/2021 | \$10,000.00 | No | Non-competitive | State | Vendor |
| 49488 | JWS & Associates | Architectural & Engineering | Engineering transcript evaluations | 7/1/2016 | 6/30/2019 | \$10,000.00 | No | Non-competitive | State | Vendor |
| 49611 | CareHere, LLC | Fire Prevention | Physical examinations and medical tests for TN Bomb and Arson Special Agents and applicants for | 7/1/2016 | 6/30/2018 | \$18,952.00 | No | Competitive | State | Vendor |
| 49705 | Neiman-Ross & Associates, Inc. | Real Estate Appraisers | Residential & Non-residential appraisal review services and expert witness services | 7/1/2016 | 6/30/2021 | \$10,000.00 | No | Non-competitive | State | Vendor |
| 50161 | Cambridge Building Corporation | Contractors | Building inspectors of work of contractors licensed by the Tenn. Board for Licensing Contractor | 6/1/2016 | 5/31/2018 | \$4,221.75 | No | Non-competitive | State | Vendor |
| 50258 | Nashville Auction School, LLC | Auctioneer Commission | TAC seminars | 7/1/2016 | 6/30/2021 | \$253,135.00 | No | Competitive | State | Vendor |
| 50389 | PSI Services, LLC | Contractors | Exam development & administration services for the TN Board for Licensing Contractors | 7/1/2016 | 6/30/2019 | \$0.00 | No | Competitive | State | Vendor |
| 50418 | Consolidated Management Company | Fire Academy | Food services for Fire Academy training classes | 11/1/2016 | 10/31/2019 | \$266,991.89 | No | Competitive | State | Vendor |
| 51122 | Brent K. Voss | Home Inspectors | Review consultation & formal written opinions of specific home inspection reports | 8/1/2016 | 7/31/2021 | \$2,450.00 | No | Non-competitive | State | Vendor |
| 51712 | PSI Services, LLC | Home Inspectors | Administration of the National Home Inspector Exam (NHIE) for the Home Inspector Licensure | 12/1/2016 | 11/30/2021 | \$0.00 | No | Competitive | State | Vendor |
| 52406 | Rice Insurance Services Co., LLC | Real Estate Commission | Errors & Omissions Insurance Policy for Real Estate Licensees | 11/1/2016 | 12/31/2018 | \$0.00 | No | Competitive | State | Vendor |
| 52824 | City Realty, Inc. | Real Estate Appraisers | Residential & Non-residential appraisal review services and expert witness services | 1/1/2017 | 12/31/2017 | \$1,350.00 | No | Non-competitive | State | Vendor |
| 53524 | Arnold P. Grooms | Fire Prevention | Field Service Representative For The Commission On Fire Fighting Personnel Standards And | 3/27/2017 | 3/26/2022 | \$15,397.02 | No | Competitive | State | Vendor |
| 53525 | MMFM Professional Services | Fire Prevention | Field Service Representative For The Commission On Fire Fighting Personnel Standards And | 3/27/2017 | 3/26/2022 | \$142,005.00 | No | Competitive | State | Vendor |
| 53581 | Johnson Lambert LLP | Insurance (Captives) | Consulting services to assist the State with the examination of captive insurance companies | 4/3/2017 | 4/2/2018 | \$50,360.96 | No | Competitive | State | Vendor |

**Contractor Detail
Department of Commerce and Insurance**

| Contract ID | Vendor Name | Department | Scope of service | Start | Expiration | Amount Paid | Diversity | Procurement type | Funding | Subrecipient or Vendor |
|-------------|---|--------------------------|--|-----------|------------|---------------------------|-----------|------------------|------------|------------------------|
| 53904 | Timothy A. Fuller Home Inspections | Home Inspectors | Review, consultation and formal written opinions of specific home inspection reports | 5/1/2017 | 4/30/2022 | \$2,555.93 | No | Non-competitive | State | Vendor |
| 53996 | Robert L. Martucelli DBA Command Decisions | Fire Academy | Fire service training | 5/1/2017 | 4/30/2018 | \$8,345.25 | No | Non-competitive | State | Vendor |
| 54000 | Department of Finance and Administration - STS GIS Services | Emergency Communications | Provision of GIS services for the Tenn. Emergency Comm. Districts to be used in conjunction with the | 7/1/2017 | 6/30/2018 | \$400,000.00 | No | Interagency | State | Vendor |
| 54369 | Tennessee Association of Broadcasters (TAB) | Insurance | Broadcasting of Public Service Announcements over TV & radio (Insurance - Captives & Securities) | 6/1/2017 | 2/28/2018 | \$150,000.00 | No | Non-competitive | State | Vendor |
| 54372 | PSI Services, LLC | Cosmetology | Development & admin services of license exams for TN Board of Cosmetology & Barber Exams | 5/22/2017 | 5/21/2022 | \$0.00 | No | Competitive | State | Vendor |
| 54786 | Tennessee Association of Broadcasters (TAB) | Fire Prevention | Broadcasting of Public Service Announcements over TV & radio | 6/2/2017 | 3/2/2018 | \$150,000.00 | No | Non-competitive | State | Vendor |
| 55292 | Johnson Lambert LLP | Insurance (Captives) | Conduct a targeted exam of a captive insurance Risk Retention Group | 7/10/2017 | 7/9/2018 | \$0.00 | No | Non-competitive | State | Vendor |
| 55522 | By the Numbers Actuarial Consulting, Inc. | Insurance | Actuarial and Financial Review of Captives Insurance Applications and Exams | 8/1/2017 | 7/31/2022 | \$0.00 | WBE | Competitive | State | Vendor |
| 55524 | Pinnacle Actuarial Resources, Inc. | Insurance | Actuarial and Financial Review of Captives Insurance Applications and Exams | 8/1/2017 | 7/31/2022 | \$0.00 | No | Competitive | State | Vendor |
| 55525 | SAS, LLC dba Select Actuarial Services | Insurance | Actuarial and Financial Review of Captives Insurance Applications and Exams | 8/1/2017 | 7/31/2022 | \$0.00 | WBE | Competitive | State | Vendor |
| 55526 | Sigma Actuarial Consulting Group, Inc. | Insurance | Actuarial and Financial Review of Captives Insurance Applications and Exam | 8/1/2017 | 7/31/2022 | \$0.00 | No | Competitive | State | Vendor |
| 55528 | Willis Of Tennessee, Inc. | Insurance | Actuarial and Financial Review of Captives Insurance Applications and Exam | 8/1/2017 | 7/31/2022 | \$0.00 | No | Competitive | State | Vendor |
| 55608 | Oliver Wyman Actuarial Consulting, Inc. | Insurance | For actuarial and financial review of Captive Insurance applications and examinations | 8/1/2017 | 7/31/2022 | \$0.00 | No | Competitive | State | Vendor |
| 55729 | Environmental & Medical Gas Services | Fire Prevention (TFACA) | Medical gas training for inspectors of health care facilities | 8/7/2016 | 8/7/2018 | \$4,260.00 | No | Non-competitive | State | Vendor |
| | | | | | | Total Funds | | | | |
| | | | | | | Vendor Count | | | 203 | |
| | | | | | | Subrecipient Count | | | 13 | |

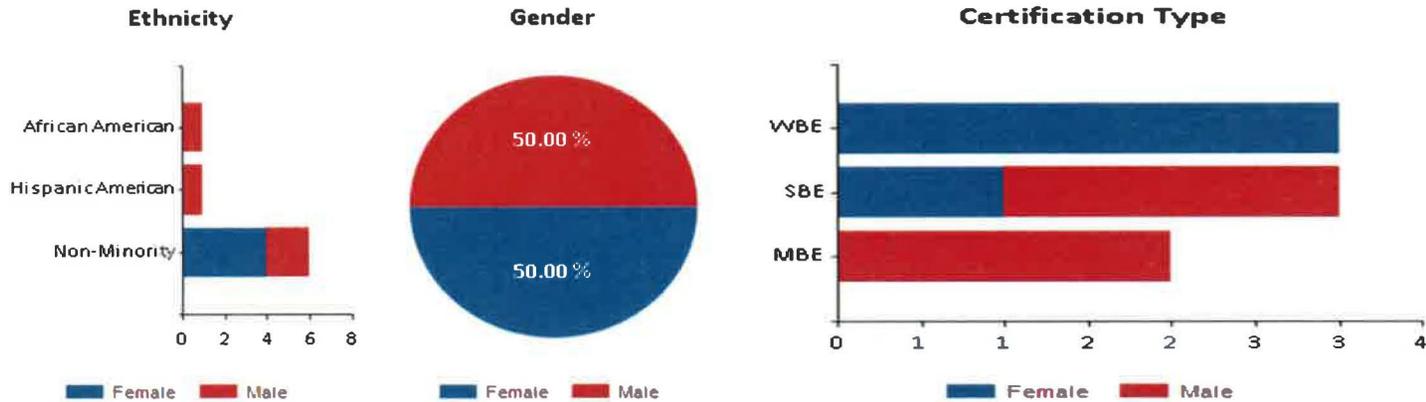
**** All contractors are located in the United States except MicroPact Global (Iron Data Solutions), which has a Canadian address**

| | | | | | | | | | | |
|-------|---|-------------|---|----------|-----------|------------------|----|-------------|-------|-------------|
| 2904 | AT&T Corporation | Interagency | Network Tenn NetTN Services | 7/1/2008 | 6/30/2018 | \$603,472,521.00 | No | Competitive | State | Vendor |
| 33419 | Focus Receivables Management, LLC | Interagency | Collection Agency Services | 9/1/2012 | 8/31/2017 | \$200,000.00 | No | Competitive | State | Vendor |
| 46294 | Department of Health Care Finance & Admin., Bureau of | Interagency | Financial & Compliance Oversight of TennCare HMO's and 3rd Party Administration | 7/1/2015 | 6/30/2018 | \$7,431,600.00 | No | Interagency | State | Interagency |
| 54122 | Department of Human Services | Interagency | Fire Inspections of Child & Adult Care agencies | 7/1/2017 | 6/30/2018 | \$496,700.00 | No | Interagency | State | Interagency |
| 55157 | Department of Mental Health | Interagency | Life Safety Code Inspections | 7/1/2017 | 6/30/2018 | \$30,000.00 | No | Interagency | State | Interagency |

Appendix N

Commerce and Insurance

| | | | |
|-----------------------------------|--------------------|-----------------|--------------|
| Total Payments to Certified Firms | \$1,292,646 | Overall Spend | \$21,648,491 |
| MBE Spend | \$249 | Agency Goal % | 3.50% |
| SBE Spend | \$445,139 | Agency Actual % | 5.97% |
| SDVBE Spend | \$0 | | |
| WBE Spend | \$847,257 | | |



| Ethnicity | Count | Payments | Gender | Count | Payments | Cert. | Count | Payments | Payments to Primes | Payments to Subs |
|-------------------|----------|-----------------------|--------------|----------|-----------------------|--------------|----------|-----------------------|-----------------------|------------------|
| African American | 1 | \$150.00 | Female | 4 | \$850,048.39 | MBE | 2 | \$249.45 | \$249.45 | \$0.00 |
| Hispanic American | 1 | \$99.45 | Male | 4 | \$442,597.95 | SBE | 3 | \$445,139.45 | \$445,139.45 | \$0.00 |
| Non-Minority | 6 | \$1,292,396.89 | Total | 8 | \$1,292,646.34 | WBE | 3 | \$847,257.44 | \$847,257.44 | \$0.00 |
| Total Paid | 8 | \$1,292,646.34 | | | | Total | 8 | \$1,292,646.34 | \$1,292,646.34 | \$0.00 |

| Business Name | Cert. Types | Ethnicity | Gender | Amount | Edison | Owner/Primary Contact | City | State |
|----------------------------------|-------------|------------------|--------|--------------|--------|-----------------------|--------------|-------|
| CHC MECHANICAL CONTRACTORS, INC | SBE | Non-Minority | Male | \$424,274.00 | | GARRY FLOETER | COOKVILLE | TN |
| CMS UNIFORMS AND EQUIPMENT, INC. | SBE | Non-Minority | Female | \$2,790.95 | 1288 | STEPHEN ROATE | NASHVILLE | TN |
| GUIDESOFT, INC. | WBE | Non-Minority | Female | \$842,509.16 | 166529 | JULIANNA BIELAWSKI | INDIANAPOLIS | IN |
| HFR, INC. | SBE | Non-Minority | Male | \$18,074.50 | 72217 | RONALD FRANKS | BRENTWOOD | TN |
| IMPULSE, INC. | MBE | Hispanic | Male | \$99.45 | 160402 | JOHN D. BENBOW | MT. JULIET | TN |
| MURPHEY PROMOTIONS, INC. | WBE | Non-Minority | Female | \$562.00 | 107357 | SUSAN MURPHEY | SPRINGFIELD | TN |
| SELF TUCKER ARCHITECTS, INC. | MBE | African American | Male | \$150.00 | 92571 | JIMMIE TUCKER | MEMPHIS | TN |
| SOUTHERN TROPHY HOUSE, INC. | WBE | Non-Minority | Female | \$4,186.28 | 1100 | SUE BROWN | NASHVILLE | TN |

Appendix O

POs to GoDBE Vendors

| PO Date | Unit | PO No. | PO Amount | Status | SetID | Supplier | Supplier | Source | Gov Class | Eff Date | Cert Nbr | Begin Dt | Expire Dt | Title | Status |
|------------|-------|------------|---------------|---------------------------|-------|------------|---------------------------|--------|-----------|------------|-----------|-----------|-----------|--|--------|
| 8/29/2016 | 33501 | 0000023823 | \$ 90,941.64 | Complete | SHARE | 0000173736 | A Clean Beginning LLC | GO-DBE | GODBE-MBE | 8/25/2017 | 010417-01 | 1/1/2017 | | Janitorial Services | Active |
| 7/28/2016 | 33501 | 0000023516 | \$ 8,292.76 | Complete | SHARE | 0000173736 | A Clean Beginning LLC | GO-DBE | GODBE-MBE | 8/25/2017 | 010417-01 | 1/1/2017 | | Janitorial Services | Active |
| 6/12/2017 | 33501 | 0000026066 | \$ 578.30 | Complete | SHARE | 0000145752 | All Things Identification | GO-DBE | GODBE-SBE | 10/31/2011 | | | | ID Badges | Active |
| 3/30/2017 | 33501 | 0000025518 | \$ 2,790.95 | Complete | SHARE | 0000001288 | Cms Uniforms & Equipment | GO-DBE | GODBE-SBE | 1/28/2013 | 110612-01 | 11/6/2012 | | Uniforms, Embroidery | Active |
| 5/26/2017 | 33501 | 0000025920 | \$ 112.20 | Complete | SHARE | 0000166529 | Guidesoft Inc | GO-DBE | GODBE-WBE | 8/4/2014 | 020613-01 | 2/6/2013 | | | Active |
| 3/16/2017 | 33501 | 0000025403 | \$ 11,475.00 | Dispatched | SHARE | 0000166529 | Guidesoft Inc | GO-DBE | GODBE-WBE | 8/4/2014 | 020613-01 | 2/6/2013 | | | Active |
| 1/10/2017 | 33501 | 0000024917 | \$ 163.90 | Complete | SHARE | 0000166529 | Guidesoft Inc | GO-DBE | GODBE-WBE | 8/4/2014 | 020613-01 | 2/6/2013 | | | Active |
| 1/10/2017 | 33501 | 0000024918 | \$ 71.50 | Complete | SHARE | 0000166529 | Guidesoft Inc | GO-DBE | GODBE-WBE | 8/4/2014 | 020613-01 | 2/6/2013 | | | Active |
| 10/7/2016 | 33501 | 0000024159 | \$ 64.90 | Complete | SHARE | 0000166529 | Guidesoft Inc | GO-DBE | GODBE-WBE | 8/4/2014 | 020613-01 | 2/6/2013 | | | Active |
| 9/29/2016 | 33501 | 0000024077 | \$ 23,692.50 | Dispatched | SHARE | 0000166529 | Guidesoft Inc | GO-DBE | GODBE-WBE | 8/4/2014 | 020613-01 | 2/6/2013 | | | Active |
| 9/26/2016 | 33501 | 0000024040 | \$ 31.35 | Complete | SHARE | 0000166529 | Guidesoft Inc | GO-DBE | GODBE-WBE | 8/4/2014 | 020613-01 | 2/6/2013 | | | Active |
| 8/15/2016 | 33501 | 0000023734 | \$ 48.95 | Complete | SHARE | 0000166529 | Guidesoft Inc | GO-DBE | GODBE-WBE | 8/4/2014 | 020613-01 | 2/6/2013 | | | Active |
| 8/2/2016 | 33501 | 0000023537 | \$ 34,870.51 | Dispatched | SHARE | 0000166529 | Guidesoft Inc | GO-DBE | GODBE-WBE | 8/4/2014 | 020613-01 | 2/6/2013 | | | Active |
| 7/7/2016 | 33501 | 0000023231 | \$ 11,589.24 | Complete | SHARE | 0000166529 | Guidesoft Inc | GO-DBE | GODBE-WBE | 8/4/2014 | 020613-01 | 2/6/2013 | | | Active |
| 7/7/2016 | 33501 | 0000023232 | \$ 30,086.63 | Complete | SHARE | 0000166529 | Guidesoft Inc | GO-DBE | GODBE-WBE | 8/4/2014 | 020613-01 | 2/6/2013 | | | Active |
| 7/7/2016 | 33501 | 0000023233 | \$ 63,573.09 | Complete | SHARE | 0000166529 | Guidesoft Inc | GO-DBE | GODBE-WBE | 8/4/2014 | 020613-01 | 2/6/2013 | | | Active |
| 7/7/2016 | 33501 | 0000023234 | \$ 182,534.94 | Pending Approval/Approved | SHARE | 0000166529 | Guidesoft Inc | GO-DBE | GODBE-WBE | 8/4/2014 | 020613-01 | 2/6/2013 | | | Active |
| 7/7/2016 | 33501 | 0000023235 | \$ 97,953.38 | Dispatched | SHARE | 0000166529 | Guidesoft Inc | GO-DBE | GODBE-WBE | 8/4/2014 | 020613-01 | 2/6/2013 | | | Active |
| 7/7/2016 | 33501 | 0000023236 | \$ 9,546.79 | Complete | SHARE | 0000166529 | Guidesoft Inc | GO-DBE | GODBE-WBE | 8/4/2014 | 020613-01 | 2/6/2013 | | | Active |
| 7/7/2016 | 33501 | 0000023237 | \$ 72,241.44 | Complete | SHARE | 0000166529 | Guidesoft Inc | GO-DBE | GODBE-WBE | 8/4/2014 | 020613-01 | 2/6/2013 | | | Active |
| 7/7/2016 | 33501 | 0000023238 | \$ 10,779.12 | Dispatched | SHARE | 0000166529 | Guidesoft Inc | GO-DBE | GODBE-WBE | 8/4/2014 | 020613-01 | 2/6/2013 | | | Active |
| 7/7/2016 | 33501 | 0000023239 | \$ 9,016.63 | Complete | SHARE | 0000166529 | Guidesoft Inc | GO-DBE | GODBE-WBE | 8/4/2014 | 020613-01 | 2/6/2013 | | | Active |
| 7/7/2016 | 33501 | 0000023240 | \$ 26,607.55 | Dispatched | SHARE | 0000166529 | Guidesoft Inc | GO-DBE | GODBE-WBE | 8/4/2014 | 020613-01 | 2/6/2013 | | | Active |
| 7/7/2016 | 33501 | 0000023241 | \$ 3,593.04 | Dispatched | SHARE | 0000166529 | Guidesoft Inc | GO-DBE | GODBE-WBE | 8/4/2014 | 020613-01 | 2/6/2013 | | | Active |
| 7/7/2016 | 33501 | 0000023242 | \$ 7,023.30 | Dispatched | SHARE | 0000166529 | Guidesoft Inc | GO-DBE | GODBE-WBE | 8/4/2014 | 020613-01 | 2/6/2013 | | | Active |
| 7/7/2016 | 33501 | 0000023243 | \$ 46,201.26 | Dispatched | SHARE | 0000166529 | Guidesoft Inc | GO-DBE | GODBE-WBE | 8/4/2014 | 020613-01 | 2/6/2013 | | | Active |
| 7/7/2016 | 33501 | 0000023244 | \$ 34,663.86 | Dispatched | SHARE | 0000166529 | Guidesoft Inc | GO-DBE | GODBE-WBE | 8/4/2014 | 020613-01 | 2/6/2013 | | | Active |
| 7/7/2016 | 33501 | 0000023245 | \$ 40,398.12 | Pending Approval/Approved | SHARE | 0000166529 | Guidesoft Inc | GO-DBE | GODBE-WBE | 8/4/2014 | 020613-01 | 2/6/2013 | | | Active |
| 7/7/2016 | 33501 | 0000023246 | \$ 39,537.12 | Dispatched | SHARE | 0000166529 | Guidesoft Inc | GO-DBE | GODBE-WBE | 8/4/2014 | 020613-01 | 2/6/2013 | | | Active |
| 7/7/2016 | 33501 | 0000023247 | \$ 11,623.50 | Dispatched | SHARE | 0000166529 | Guidesoft Inc | GO-DBE | GODBE-WBE | 8/4/2014 | 020613-01 | 2/6/2013 | | | Active |
| 7/7/2016 | 33501 | 0000023248 | \$ 45,276.00 | Dispatched | SHARE | 0000166529 | Guidesoft Inc | GO-DBE | GODBE-WBE | 8/4/2014 | 020613-01 | 2/6/2013 | | | Active |
| 7/7/2016 | 33501 | 0000023249 | \$ 27,975.86 | Complete | SHARE | 0000166529 | Guidesoft Inc | GO-DBE | GODBE-WBE | 8/4/2014 | 020613-01 | 2/6/2013 | | | Active |
| 7/7/2016 | 33501 | 0000023250 | \$ 5,137.66 | Dispatched | SHARE | 0000166529 | Guidesoft Inc | GO-DBE | GODBE-WBE | 8/4/2014 | 020613-01 | 2/6/2013 | | | Active |
| 7/7/2016 | 33501 | 0000023251 | \$ 6,453.92 | Complete | SHARE | 0000166529 | Guidesoft Inc | GO-DBE | GODBE-WBE | 8/4/2014 | 020613-01 | 2/6/2013 | | | Active |
| 7/7/2016 | 33501 | 0000023252 | \$ 41,759.41 | Dispatched | SHARE | 0000166529 | Guidesoft Inc | GO-DBE | GODBE-WBE | 8/4/2014 | 020613-01 | 2/6/2013 | | | Active |
| 7/7/2016 | 33501 | 0000023253 | \$ 5,441.52 | Complete | SHARE | 0000166529 | Guidesoft Inc | GO-DBE | GODBE-WBE | 8/4/2014 | 020613-01 | 2/6/2013 | | | Active |
| 7/7/2016 | 33501 | 0000023254 | \$ 10,857.21 | Dispatched | SHARE | 0000166529 | Guidesoft Inc | GO-DBE | GODBE-WBE | 8/4/2014 | 020613-01 | 2/6/2013 | | | Active |
| 7/7/2016 | 33501 | 0000023255 | \$ 2,583.00 | Dispatched | SHARE | 0000166529 | Guidesoft Inc | GO-DBE | GODBE-WBE | 8/4/2014 | 020613-01 | 2/6/2013 | | | Active |
| 7/7/2016 | 33501 | 0000023256 | \$ 21,814.65 | Dispatched | SHARE | 0000166529 | Guidesoft Inc | GO-DBE | GODBE-WBE | 8/4/2014 | 020613-01 | 2/6/2013 | | | Active |
| 7/7/2016 | 33501 | 0000023257 | \$ 35,802.00 | Dispatched | SHARE | 0000166529 | Guidesoft Inc | GO-DBE | GODBE-WBE | 8/4/2014 | 020613-01 | 2/6/2013 | | | Active |
| 7/7/2016 | 33501 | 0000023258 | \$ 27,816.75 | Dispatched | SHARE | 0000166529 | Guidesoft Inc | GO-DBE | GODBE-WBE | 8/4/2014 | 020613-01 | 2/6/2013 | | | Active |
| 7/7/2016 | 33501 | 0000023259 | \$ 9,688.47 | Dispatched | SHARE | 0000166529 | Guidesoft Inc | GO-DBE | GODBE-WBE | 8/4/2014 | 020613-01 | 2/6/2013 | | | Active |
| 7/7/2016 | 33501 | 0000023260 | \$ 1,109.49 | Complete | SHARE | 0000166529 | Guidesoft Inc | GO-DBE | GODBE-WBE | 8/4/2014 | 020613-01 | 2/6/2013 | | | Active |
| 7/7/2016 | 33501 | 0000023261 | \$ 6,189.30 | Dispatched | SHARE | 0000166529 | Guidesoft Inc | GO-DBE | GODBE-WBE | 8/4/2014 | 020613-01 | 2/6/2013 | | | Active |
| 7/7/2016 | 33501 | 0000023262 | \$ 45,370.26 | Dispatched | SHARE | 0000166529 | Guidesoft Inc | GO-DBE | GODBE-WBE | 8/4/2014 | 020613-01 | 2/6/2013 | | | Active |
| 7/6/2016 | 33501 | 0000023227 | \$ 5,507.58 | Complete | SHARE | 0000166529 | Guidesoft Inc | GO-DBE | GODBE-WBE | 8/4/2014 | 020613-01 | 2/6/2013 | | | Active |
| 7/6/2016 | 33501 | 0000023228 | \$ 7,640.60 | Complete | SHARE | 0000166529 | Guidesoft Inc | GO-DBE | GODBE-WBE | 8/4/2014 | 020613-01 | 2/6/2013 | | | Active |
| 7/6/2016 | 33501 | 0000023229 | \$ 3,085.68 | Complete | SHARE | 0000166529 | Guidesoft Inc | GO-DBE | GODBE-WBE | 8/4/2014 | 020613-01 | 2/6/2013 | | | Active |
| 8/16/2016 | 33501 | 0000023741 | \$ 5,489.00 | Complete | SHARE | 0000185286 | LB Technology Inc | GO-DBE | GODBE-SBE | 3/24/2017 | 012915-01 | 1/29/2015 | | GLOBAL POSITIONING SYSTEMS FOR TRACKING VEHICLES | Active |
| 10/24/2016 | 33501 | 0000024272 | \$ 130.00 | Complete | SHARE | 0000001186 | MTCM Enterprises Inc | GO-DBE | GODBE-WBE | 8/1/2010 | 081805-05 | 8/18/2005 | 8/18/2010 | Apparel; Uniforms | Active |
| 10/24/2016 | 33501 | 0000024273 | \$ 165.00 | Complete | SHARE | 0000001186 | MTCM Enterprises Inc | GO-DBE | GODBE-WBE | 8/1/2010 | 081805-05 | 8/18/2005 | 8/18/2010 | Apparel; Uniforms | Active |
| 10/18/2016 | 33501 | 0000024217 | \$ 172.00 | Complete | SHARE | 0000001186 | MTCM Enterprises Inc | GO-DBE | GODBE-WBE | 8/1/2010 | 081805-05 | 8/18/2005 | 8/18/2010 | Apparel; Uniforms | Active |

Appendix P

Contracts by BU - Comm/Non-SVC

| Unit | Contract | Supplier | Supplier | Description | Supp Ref | Begin Dt | Expire Dt | Contract Adm | Corp Cont | Contract Type |
|-------|--------------------------|-----------------------|------------|--------------------------------|---------------------------|-----------|-----------|--------------|-----------|-------------------------------|
| 33501 | 000000000000000000053625 | Novacopy Inc | 0000079200 | TFACA Color MFD Lease Contract | 33501-22582-9935-ATM | 5/1/2017 | 4/30/2020 | anget0825001 | N | DGS - Agency Contract M/Y |
| 33501 | 000000000000000000040639 | A Clean Beginning LLC | 0000173736 | Janitorial Services, Bell Buck | 33501-13239-7633 | 4/1/2014 | 2/28/2019 | anget0825001 | N | DGS - Agency Contract M/Y |
| 33501 | 000000000000000000055309 | Dynamic Security Inc | 0000001315 | TFACA Security | | 7/15/2017 | 7/14/2018 | anget0825001 | N | DGS - Agency Term |
| 33501 | 000000000000000000034925 | Dynamic Security Inc | 0000001315 | TFACA Security | Event#4037 Contract#29825 | 1/15/2013 | 7/13/2017 | anget0825001 | N | DGS - Agency Contract M/Y |
| 33501 | 000000000000000000050805 | State of Tennessee | 0000000051 | STS - NG911 GIS Develop | 50 Emergency Comm | 7/1/2016 | 6/30/2017 | anget0825001 | N | DGS - Agency Term Sole Source |

Appendix Q

FY2017
Department of Commerce and Insurance
Planning Boards and Advisory Boards

| Locksmith Testing Advisory Board (6 Members) | | |
|--|--------|------|
| Race | Total# | % |
| African American | | |
| Caucasian | 5 | 83% |
| Asian | | |
| Hispanic or Latino | | |
| Native American/Indian | 1 | 17% |
| Other | | |
| Unknown | | |
| TOTAL | 6 | 100% |

| Blasting Advisory Council (12 Members) | | |
|--|--------|-------|
| Race | Total# | % |
| African American | 1 | 11.1% |
| Caucasian | 8 | 88.9% |
| Asian | | |
| Hispanic or Latino | | |
| Native American/Indian | | |
| Other | | |
| Unknown | | |
| TOTAL | 9 | |

| Tennessee Emergency Communication Operations Advisory Committee (10 Members) | | |
|--|--------|------|
| Race | Total# | % |
| African American | | |
| Caucasian | 8 | 100% |
| Asian | | |
| Hispanic or Latino | | |
| Native American/Indian | | |
| Other | | |
| Unknown | | |
| TOTAL | 8 | 100% |

| Tennessee Emergency Communications Policy Advisory Committee (12 Members) | | |
|---|--|--|
|---|--|--|

| Race | Total# | % |
|------------------------|--------|------|
| African American | | |
| Caucasian | 10 | 100% |
| Asian | | |
| Hispanic or Latino | | |
| Native American/Indian | | |
| Other | | |
| Unknown | | |
| TOTAL | 10 | 100% |

| Tennessee Emergency Communications Technical Advisory Committee (5 Members) | | |
|---|--------|------|
| Race | Total# | % |
| African American | | |
| Caucasian | 3 | 75% |
| Asian | | |
| Hispanic or Latino | 1 | 25% |
| Native American/Indian | | |
| TOTAL | 4 | 100% |

Appendix R



¡Después del incendio!

Retorno a la normalidad

FA-46S/Agosto 2012



FEMA

Información vital

Fecha del incendio: _____

Hora del incendio: _____

Ubicación del incendio: _____

Número de identificación del vehículo para
automóviles, camiones y motocicletas destruidos _____

Nombre del departamento de bomberos que responde

Dirección del departamento de bomberos que responde:

Número de teléfono de no emergencia
del departamento de bomberos
que responde: _____

Número de informe de incidente de
incendio emitido por el departamento
de bomberos que responde: _____

Jefe del cuerpo de bomberos o
investigador de incendios: _____

Después del incendio! Retorno a la normalidad

Un incendio cambiará su vida de muchas maneras que no puede imaginar. Es importante saber por dónde empezar y quién puede ayudarlo. La Administración contra Incendios de EE. UU. espera que usted encuentre útil la siguiente información sobre las cosas que debe hacer después del incendio.

Qué se puede esperar

Un incendio de una vivienda, ya sea que viva en un apartamento o en una casa unifamiliar o multifamiliar, puede causar graves daños. El edificio y muchas de las cosas de su casa pueden resultar gravemente dañados por las llamas, el calor, el humo y el agua.

Usted encontrará que las cosas que el fuego no quemó las arruinó el humo y quedaron empapadas con el agua que se utilizó para apagar las llamas. Cualquier cosa que desee guardar o reutilizar deberá limpiarse cuidadosamente.

Los bomberos pudieron haber abierto agujeros en las paredes del edificio para buscar llamas ocultas. Incluso pudieron haber hecho agujeros en el techo para dejar salir el calor y el humo. La limpieza necesitará tiempo y paciencia.

Si su vivienda tenía un sistema automático de aspersión contra incendio, encontrará daños menores por las llamas, el calor, el humo y el agua. En caso contrario, y si va a reconstruir su casa, es el momento de pensar en la instalación de aspersores en su hogar. Hable con el dueño acerca de ellos si usted es arrendatario. Puede encontrar más información en el sitio web de Home Fire Sprinkler Coalition: www.hfsc.org

Tenga cuidado

Es importante entender los riesgos para su seguridad y salud, incluso después de que el fuego se haya extinguido. El hollín y el agua sucia que quedan pueden contener elementos que pueden enfermar.

Tenga mucho cuidado al entrar en su vivienda y si toca objetos dañados por el fuego. Antes de empezar a limpiar o a hacer reparaciones, pida asesoramiento del departamento de bomberos, la autoridad de construcción local, su agente de seguros y especialistas en restauración.

Preguntas más frecuentes acerca de las acciones del departamento de bomberos

- P. ¿Por qué rompieron las ventanas y abrieron agujeros en el techo?
- R. A medida que el fuego arde, se desplaza hacia todos lados, creciendo muy rápidamente. Romper las ventanas y hacer agujeros en el techo se llama ventilación. Esto ralentiza el crecimiento del fuego. Ayuda a deshacerse del humo negro que hace difícil que los bomberos vean hacia dónde se dirigen. Esto les ayuda a combatir el fuego con mayor rapidez. Al final, la ventilación puede ayudar a salvar vidas y pertenencias.
- P. ¿Por qué los bomberos hacen agujeros en las paredes?
- R. Esto se hace para que el departamento de bomberos esté seguro de que el fuego está completamente apagado y que no queda fuego en las paredes o en otros lugares ocultos.
- P. ¿Cómo puedo obtener una copia del informe del incendio?
- R. En la mayoría de las zonas, un informe de incendio es un documento público. Pídale en el departamento de bomberos o en la oficina del jefe de bomberos. El informe del incendio le ayudará con información que puede solicitar su compañía de seguros y otras oficinas gubernamentales.

¿Qué hago ahora?**Tenga cuidado de usted mismo y de su familia**

Póngase en contacto con el servicio local de atención de desastres, como por ejemplo la Cruz Roja o el Ejército de Salvación. Ellos le ayudarán a encontrar un lugar para permanecer por un tiempo y encontrar comida, ropa, medicinas y otras cosas importantes. Asegúrese de tener un lugar seguro donde vivir temporalmente. Usted tiene una gran tarea por delante. Descanse lo suficiente y pida ayuda. No trate de hacerlo todo solo.

No coma, beba ni respire cualquier cosa que haya estado cerca de las llamas, humo u hollín del incendio o el agua que se utilizó para apagar el fuego.

Ayuda a sus animales domésticos

Si tiene mascotas, encuéntrelas y déles consuelo. Los animales asustados reaccionan a menudo mordiendo o arañando. Manéjelos con cuidado, calma y suavidad. Trate de dejar las mascotas con un familiar, amigo o veterinario, si está visitando o limpiando su vivienda dañada. Mantenga las mascotas fuera de la vivienda hasta que se haya terminado la limpieza para mantenerlos a salvo.

Seguridad y protección

No entre en una vivienda o apartamento dañado a menos que el departamento de bomberos diga que es seguro hacerlo. Los incendios pueden empezar de nuevo, incluso si parecen estar extintos. Esté atento a los daños causados por el fuego. Los techos y los pisos pueden estar dañados y caerse.

El departamento de bomberos se asegurará de que los servicios públicos (agua, electricidad y gas) sean seguros de usar. Si no son seguros, los bomberos los desconectarán antes de abandonar el sitio. No trate de conectarlos de nuevo usted mismo.



Póngase en contacto con el departamento de policía para hacerles saber que va a estar lejos de su hogar. En algunos casos, puede ser necesario sellar con tablas las aberturas para que nadie pueda entrar cuando usted no esté allí.

Comuníquese con su agente de seguros

Comuníquese con su compañía o agente de seguros inmediatamente. Pregúntele qué debe hacer con las necesidades inmediatas de su hogar. Esto incluye el bombeo de agua y el cubrimiento de puertas, ventanas y otras aberturas.

Pregúntele a su agente o compañía de seguros qué quieren que usted haga primero. Algunas compañías le pueden pedir que haga una lista de todo lo que fue dañado por el fuego. Le pedirán que los describa en detalle y que diga cuánto pagó por los objetos.

Si usted no tiene seguro, su familia y su comunidad pueden ayudarle a restablecerse. Entre las organizaciones que pueden ayudarle están:

- La Cruz Roja Americana
- El Ejército de Salvación
- Organizaciones religiosas
- Organismos públicos, tales como el departamento de salud pública, etc.
- Grupos de la comunidad
- La oficina estatal o municipal de servicios de emergencia, y
- Centros de asesoramiento para crisis sin fines de lucro.

Finanzas

Póngase en contacto con el propietario o el prestamista hipotecario, tan pronto como sea posible. Póngase en contacto con la empresa de su tarjeta de crédito para informar la pérdida de las tarjetas de crédito en el incendio y solicitar el reemplazo. Guarde todos los recibos de todo el dinero que gasta. Estos recibos son importantes para demostrar a la compañía de seguros el dinero que ha gastado con respecto a la pérdida por incendio. Esto ayudará a demostrar que compró cosas que puede reclamar en sus formularios de impuestos a la renta.

Consejos sobre la manera de manejar los daños

Hay empresas que son expertas en limpieza y/o restauración de objetos personales.

Si usted o su compañía de seguros compra este tipo de servicio, tenga claro quién lo pagará. Asegúrese de pedir una estimación del costo del trabajo y haga el acuerdo por escrito. Encontrará los nombres y números de teléfono de las empresas que hacen este trabajo en la guía telefónica y en Internet; también puede preguntar

a su agente de seguros por una compañía que hayan utilizado. Antes de contratar una empresa, hable con alguien que la haya utilizado para asegurarse de que hicieron un buen trabajo.

Algunas empresas que dicen ofrecer servicios de sellamiento con tablas y limpieza no son honestas. Pregunte a su compañía de seguros los nombres de las empresas en que usted puede confiar para que hagan un buen trabajo a un precio justo.

Estas empresas ofrecen servicios que incluyen algunos o todos de los siguientes:

- Aseguramiento de su vivienda contra más daños
- Estimación de los daños
- Reparación de los daños
- Estimación del costo de reparar o renovar los bienes personales
- Almacenamiento de objetos del hogar
- Contratación de subcontratistas de limpieza o reparación, y
- Almacenamiento de objetos reparados hasta que sea necesario.

Los primeros días de recuperación

El valor de su hogar y sus bienes personales

Hable con su compañía de seguros acerca de cómo conocer el valor de su vivienda y sus propiedades.

Sustitución de documentos y registros valiosos

Usted querrá reemplazar muchos de los siguientes documentos destruidos o perdidos en el incendio:

- Licencia de conducir, registro de automóviles
- Libretas bancarias (corrientes, de ahorros, etc.)
- Pólizas de seguros
- Documentos de licenciamiento militar
- Pasaportes
- Certificados de nacimiento, defunción y matrimonio
- Documentos de divorcios
- Tarjetas de Seguro Social o Medicare
- Tarjetas de crédito
- Títulos y escrituras
- Acciones y bonos
- Testamentos
- Historias clínicas
- Garantías
- Registros de impuestos
- Documentos de ciudadanía
- Contrato de funeral prepagado
- Documentos de registro de animales, y
- Documentos hipotecarios.



Reemplazo de dinero

Maneje el dinero quemado tan poco como sea posible. Trate de colocar cada billete o parte de un billete en una envoltura de plástico para ayudar a preservarlo. Si el dinero está parcialmente quemado—si la mitad o más está todavía bien—puede llevar la parte que queda a su Banco de la Reserva Federal regional para recibir el reemplazo. Pregunte a su banco por la sucursal más cercana a usted o puede llevar el dinero quemado o roto a la oficina de correos y enviarlo por “correo certificado con acuse de recibo” a:

Department of the Treasury Bureau of Engraving and Printing
Office of Currency Standards
P.O. Box 37048
Washington, DC 20013

Las monedas dañadas o fundidas se pueden llevar al Banco de la Reserva Federal o se pueden enviar por “correo certificado con acuse de recibo” a:

Superintendent U.S. Mint
P.O. Box 400
Philadelphia, PA 19105

Para el reemplazo de bonos de ahorro de Estados Unidos que fueron destruidos o mutilados, obtenga el Formulario F PD 1048 (I) del Departamento del Tesoro en su banco o en www.ustreas.gov y envíelo a:

Department of the Treasury
Bureau of the Public Debt
Savings Bonds Operations
P.O. Box 1328
Parkersburg, WV 26106-1328

Lista de verificación para los próximos pasos después de un incendio

Estos son los pasos que debe seguir después de un incendio en su vivienda:

- Póngase en contacto con el servicio local de socorro, como la Cruz Roja. Le ayudarán a encontrar un lugar para permanecer por un tiempo y encontrar comida, medicinas y otras cosas importantes.
- Si usted tiene seguro, póngase en contacto con su compañía de seguros. Pregunte qué debe hacer para mantener la seguridad de su vivienda hasta que sea reparada. Averigüe cómo quieren que usted haga una lista de las cosas que se perdieron o dañaron en el incendio. Pregunte con quién debe hablar para la limpieza. Si no está asegurado, trate de ponerse en contacto con los grupos comunitarios en busca de ayuda y asistencia.
- Consulte con el departamento de bomberos para asegurarse de que es seguro entrar a su vivienda. Tenga mucho cuidado al entrar. Puede que los pisos y las paredes no sean tan seguros como parecen.
- El departamento de bomberos le dirá si sus servicios públicos (agua, electricidad y gas) son seguros de usar. En caso negativo, ellos cerrarán estos servicios antes de marcharse. **NO** intente restaurar los servicios usted mismo. Esto podría ser muy peligroso.
- Comuníquese con su arrendador o compañía hipotecaria acerca de incendio.
- Trate de encontrar valiosos documentos y registros. Vea la información de este folleto acerca de cómo obtener nuevas copias si las necesita.
- Si deja su vivienda, llame al departamento de policía local para hacerles saber que el sitio estará deshabitado.
- Comience a guardar los recibos de todo el dinero que gasta en relación con las pérdidas de un incendio. La compañía de seguros puede necesitar los recibos más adelante y para probar las pérdidas declaradas en su impuesto sobre la renta.
- Consulte con un contador o con el Servicio de Impuestos de EE. UU. (IRS) sobre los beneficios especiales para las personas que se recuperan de pérdidas por incendio.

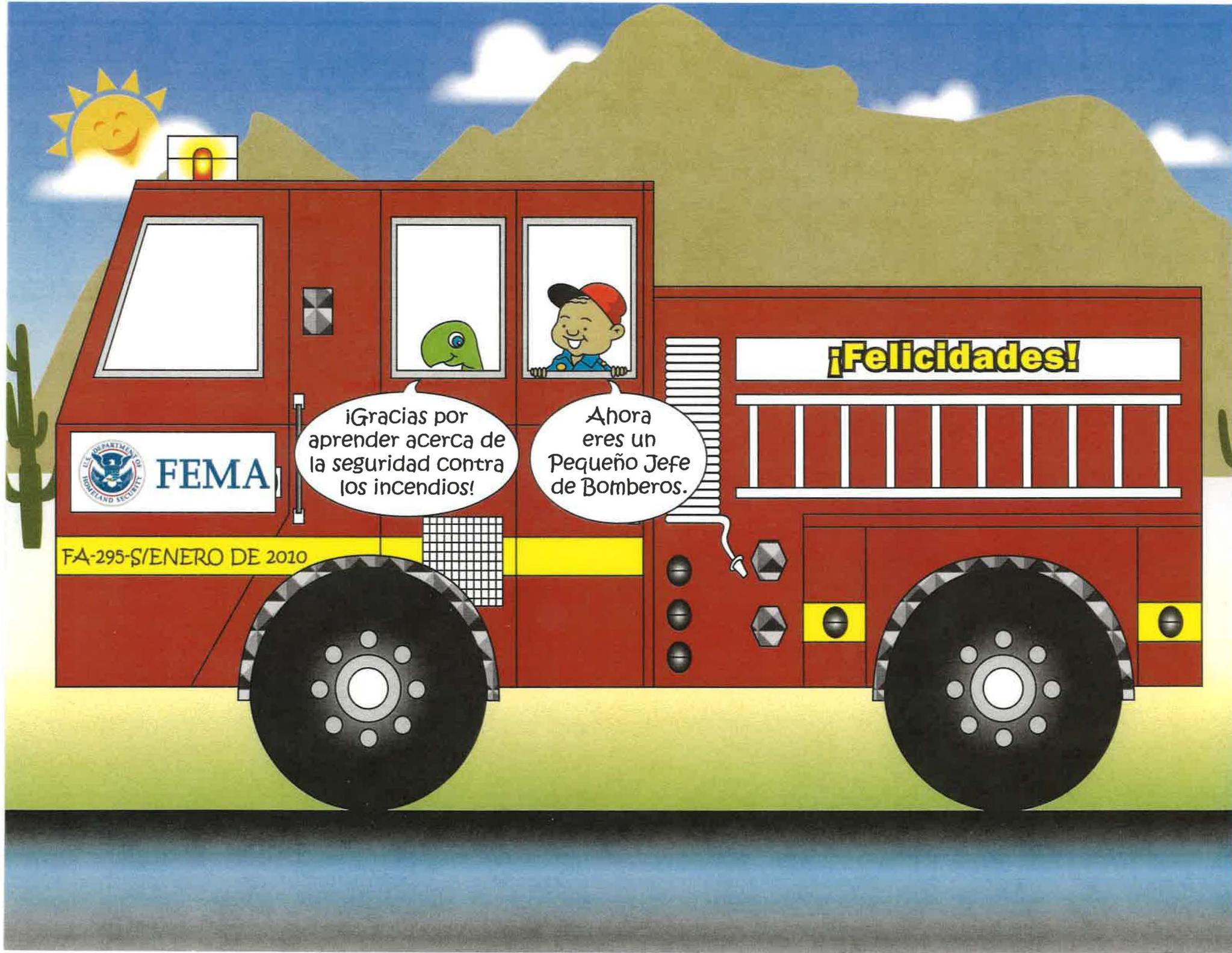


FEMA



U.S. Fire Administration
16825 South Seton Avenue
Emmitsburg, Maryland 21727
1-800-561-3356
www.usfa.fema.gov

FA-46S/Agosto 2012



¡Felicidades!

¡Gracias por aprender acerca de la seguridad contra los incendios!

Ahora eres un Pequeño Jefe de Bomberos.

U.S. DEPARTMENT OF
HOMELAND SECURITY
FEMA

FA-295-S/ENERO DE 2010

Conoce a Marty y Jett

Bienvenido al Libro de Actividades de la USFA, donde comienzan la seguridad contra los incendios y la DIVERSIÓN.

U-S-F-A significa, en inglés, "United States Fire Administration", o Administración de Incendios de Estados Unidos. Nuestra tarea es ayudar a prevenir incendios.

Queremos que todos estén protegidos del fuego ¡y tú también!

Estimados padres y educadores:

Los padres y educadores cumplen una función fundamental al enseñarles a los niños sobre la seguridad contra los incendios y reducir el riesgo de incendios iniciados por niños.

Este libro de actividades ofrece herramientas de aprendizaje valiosas sobre la prevención y seguridad contra los incendios para niños de 5 a 9 años. Para reforzar las lecciones contenidas en este libro, lo invitamos a guiar una discusión sobre la prevención y seguridad contra los incendios con los niños usando la siguiente información y consejos de seguridad contra los incendios.

Prevención de incendios

- Ayuda a tus padres a instalar detectores de humo en cada piso de la casa.
- Nunca juegues con fósforos, encendedores o velas.
- Ten mucho cuidado cuando estés cerca de chimeneas, calentadores y electrodomésticos.
- Si encuentras fósforos o encendedores, avísale a un adulto.
- Siempre pídele a un adulto que te ayude a cocinar.
- Debes conocer dos maneras de salir de cada habitación.
- Ayuda a preparar y practicar un plan de escape en caso de incendio para tu familia.
- Ten los números de emergencia cerca del teléfono.

En caso de incendio

- No debes esconderte en los armarios ni debajo de la cama.
- Muévete cerca de suelo y sal, aunque tengas que salir arrastrándote.
- No le tengas miedo a los bomberos.
- Si ya has salido, no vuelvas a entrar.
- Reúnete con tu familia en el lugar que planificaron.

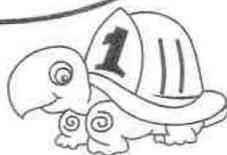
Para obtener más información sobre los niños y la seguridad contra los incendios, prevención de incendios, y cómo proteger su hogar, visite nuestro sitio www.usfa.fema.gov, o nuestro sitio para niños: www.usfa.fema.gov/kids

La Administración de Incendios de Estados Unidos desea agradecerle por llevar el Libro de Actividades de Marty y Jett a los niños que forman parte de su vida.



¡Hola! Mi nombre es Marty.

¡Hola! Mi nombre es Jett.



Entonces, den vuelta a la página, Pequeños Jefes de Bomberos, y así podremos comenzar.

Se puede reproducir.

Mi página

Completa los espacios en blanco

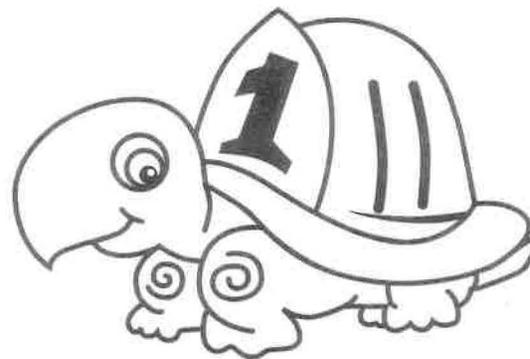
Mi nombre es: _____

Mi edad: _____

El nombre de mi ciudad es: _____

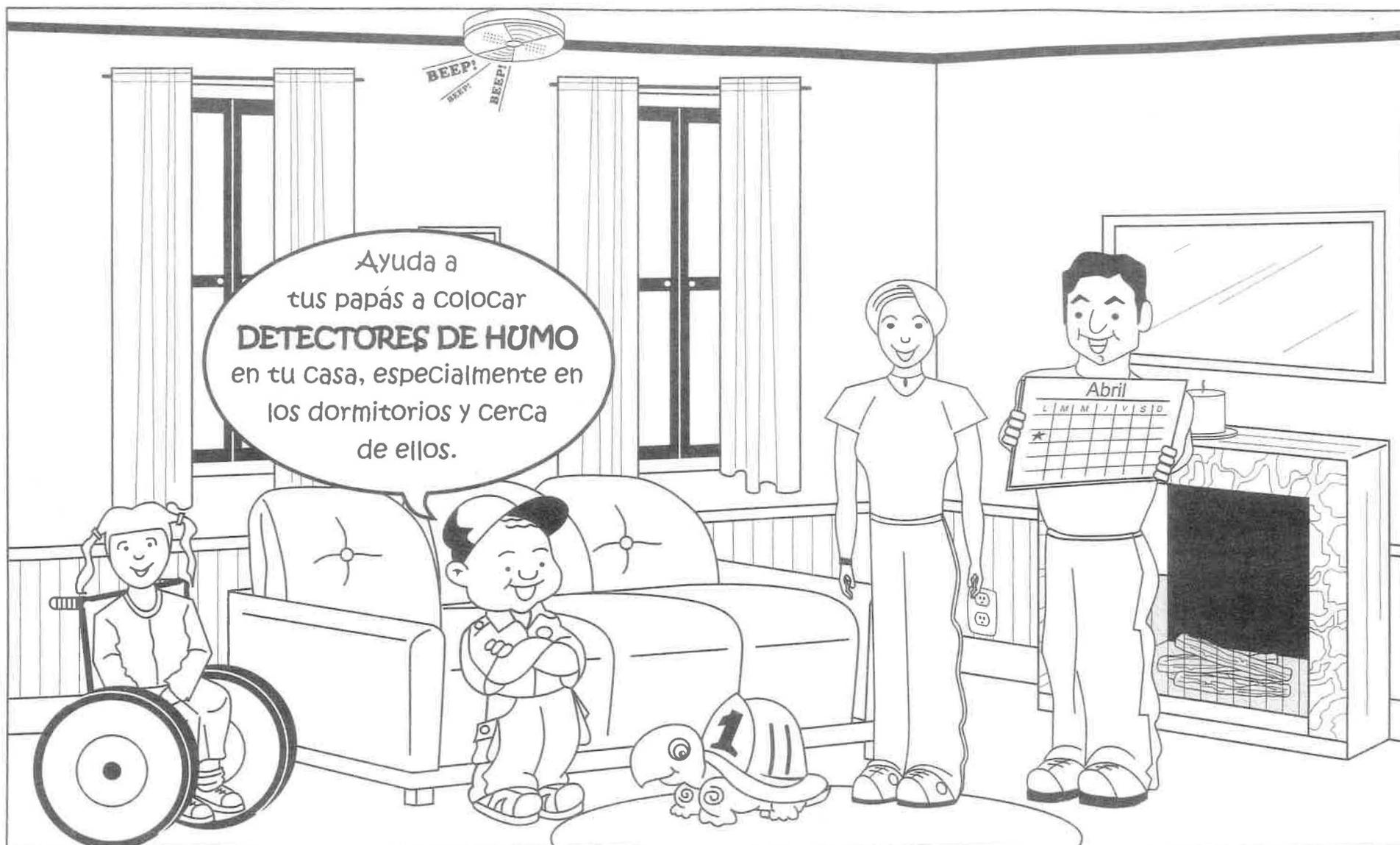
El nombre del Departamento de Bomberos de mi localidad es:

En caso de emergencia marcar: _____



Página para colorear

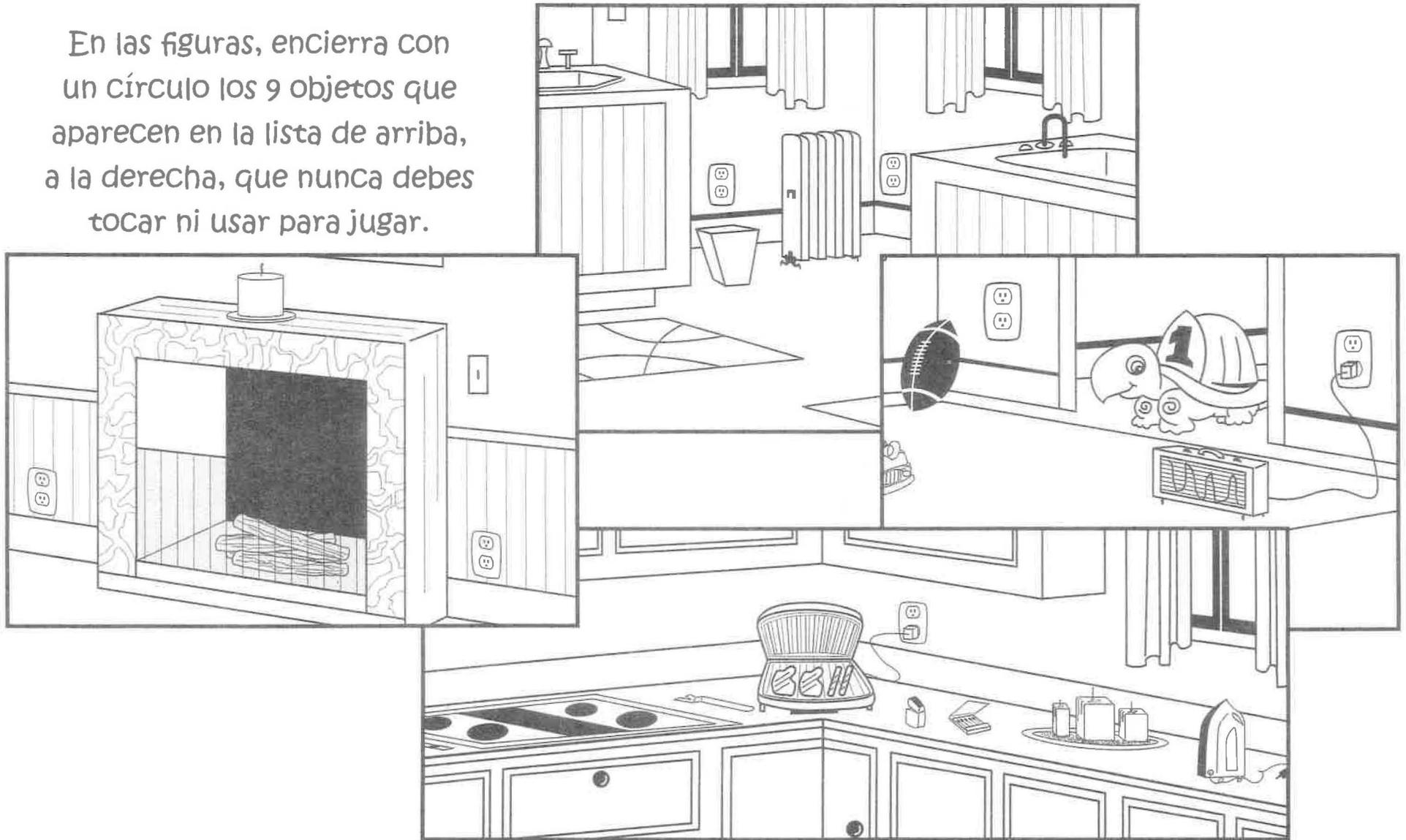
Marca un día en tu calendario para reemplazar todas las baterías con baterías nuevas al menos una vez al año.



Encuentra los objetos

- Fósforos- Encendedor- Calentador- Tomacorriente-
- Chimenea- Parrilla- Radiador- Velas- Plancha-

En las figuras, encierra con un círculo los 9 objetos que aparecen en la lista de arriba, a la derecha, que nunca debes tocar ni usar para jugar.



Cuatro pasos para la seguridad contra los incendios

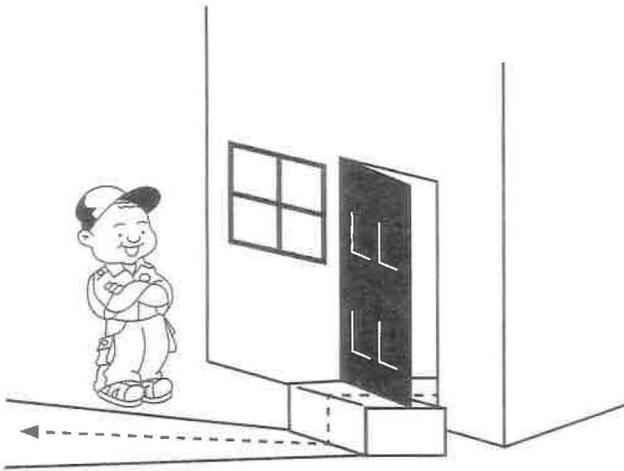


En caso de incendio, aquí te damos cuatro pasos fáciles para la seguridad contra los incendios.

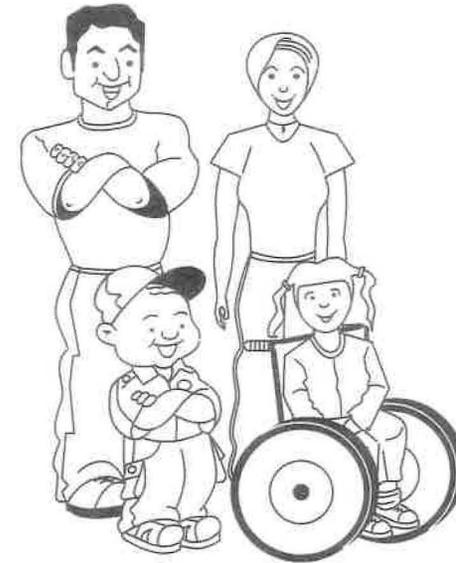
Estas cuatro figuras muestran la mejor manera de escapar.

Si escuchas la alarma de un detector de humo en tu casa...

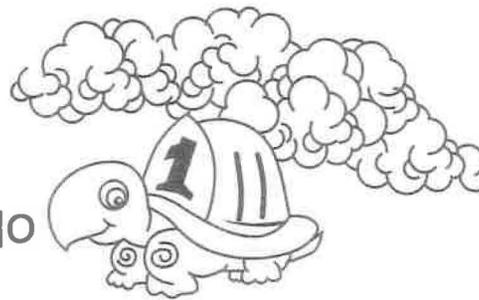
1) Sal rápidamente y quédate afuera.



3) Reúnete con los miembros de tu familia en un lugar seguro y planificado de antemano.



2) Si hay humo, muévete cerca del suelo cuando salgas.

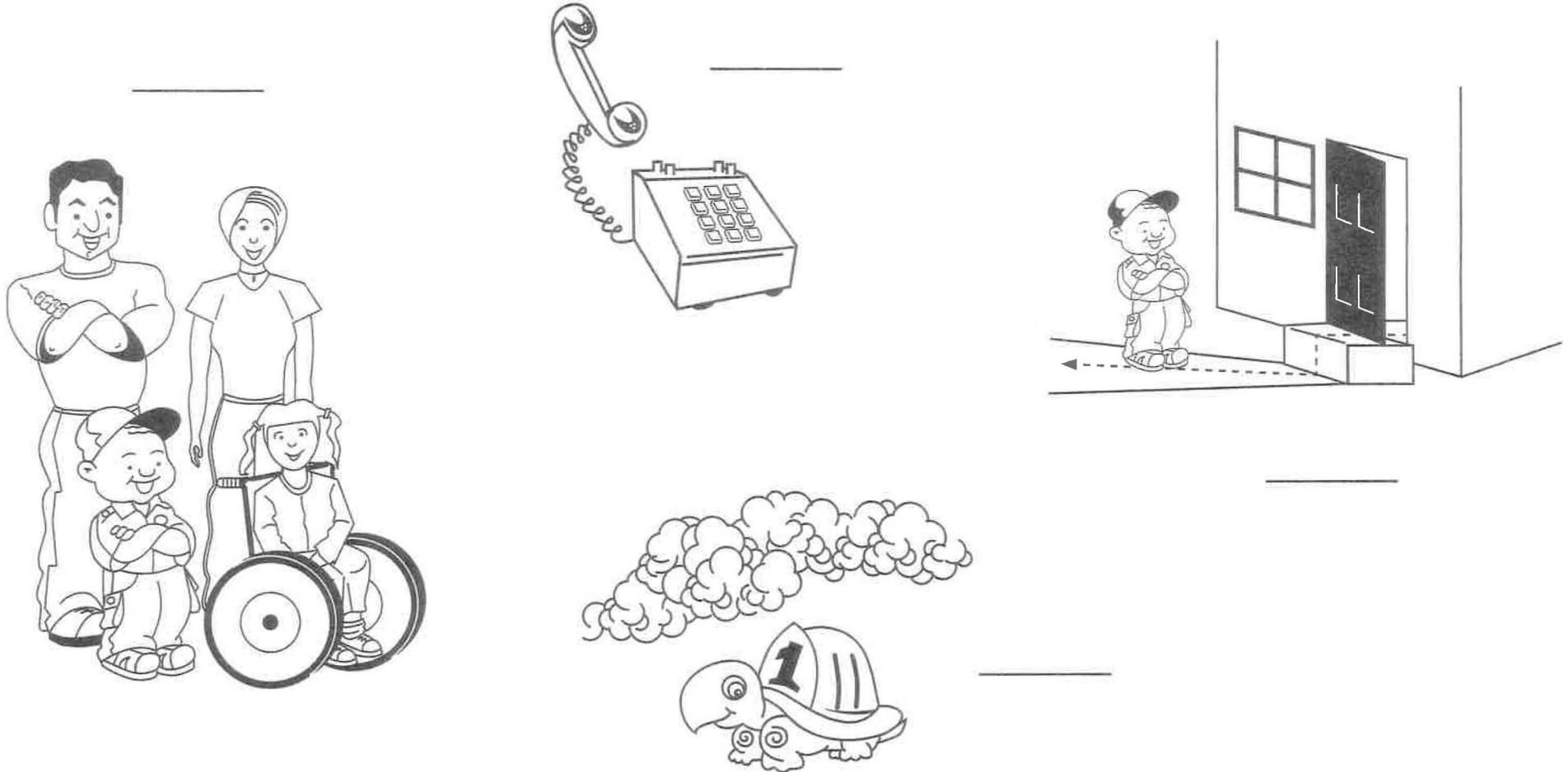


4) Llama al 911 o al número de emergencia desde la casa de un vecino.



El juego de ordenar la seguridad contra los incendios

Pon estos pasos de seguridad contra los incendios en el orden correcto del número 1 al 4.



Si hay humo, muévete cerca del suelo y dirígete a la salida más cercana.

Encuentra dos salidas

Es bueno que sepas cómo escapar de un incendio.

¿Puedes encontrar dos maneras de salir de cada habitación de tu casa?



Haz la llamada correcta

Completa con la información correcta y luego pon esta página cerca de un teléfono en tu casa.

Ten el número local de tu
**DEPARTAMENTO DE
BOMBEROS Y RESCATE**

en tu teléfono
o cerca del teléfono,
junto con tu dirección
y número telefónico.

Muéstrale a tus amigos
a dónde pueden encontrar
esta información.



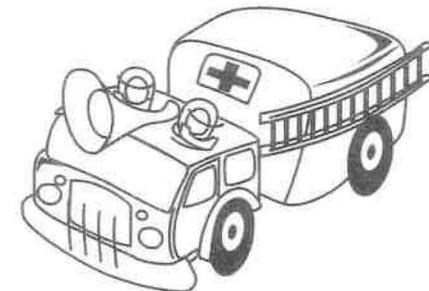
En caso de incendio o de una emer-
gencia, llama al:
**DEPARTAMENTO DE
BOMBEROS Y RESCATE**

Teléfono:

Mi dirección y número de teléfono son:

Dirección:

Teléfono:



Página para colorear

JAMÁS cocines u hornees sin que un adulto te ayude.



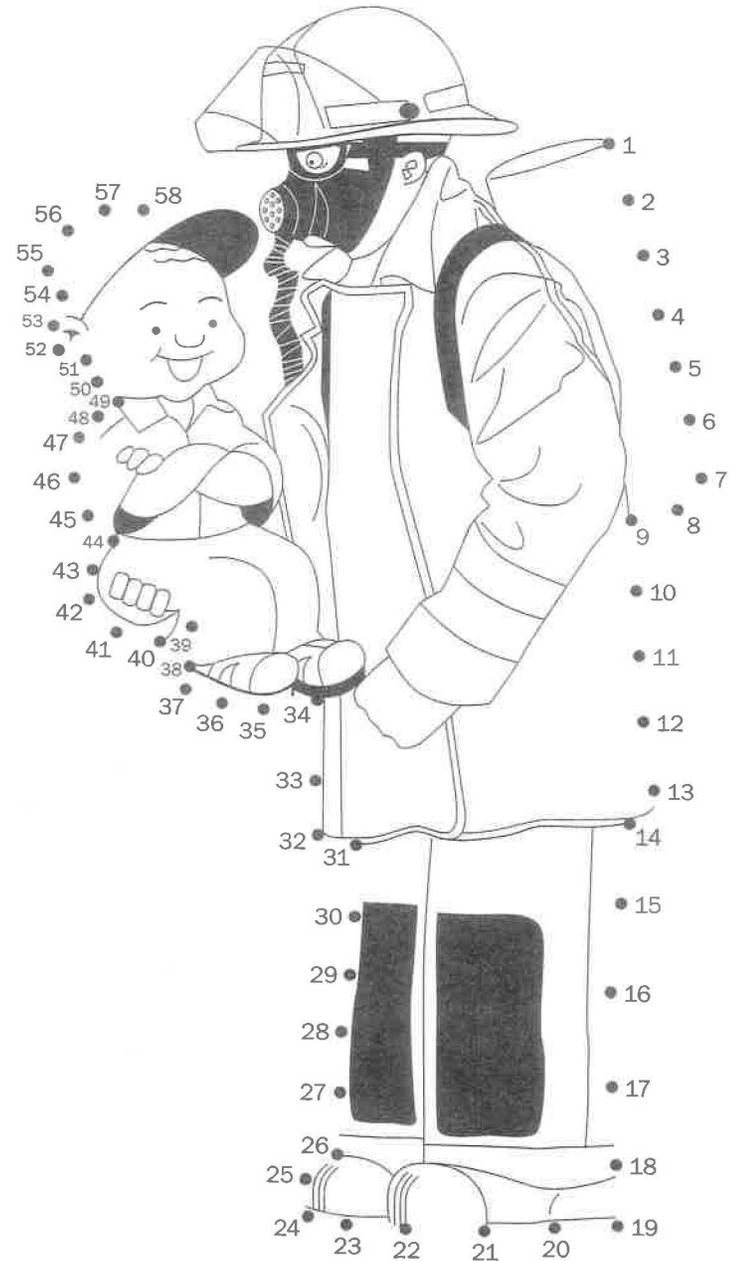
Conecta los puntos

Nunca te escondas de los bomberos.

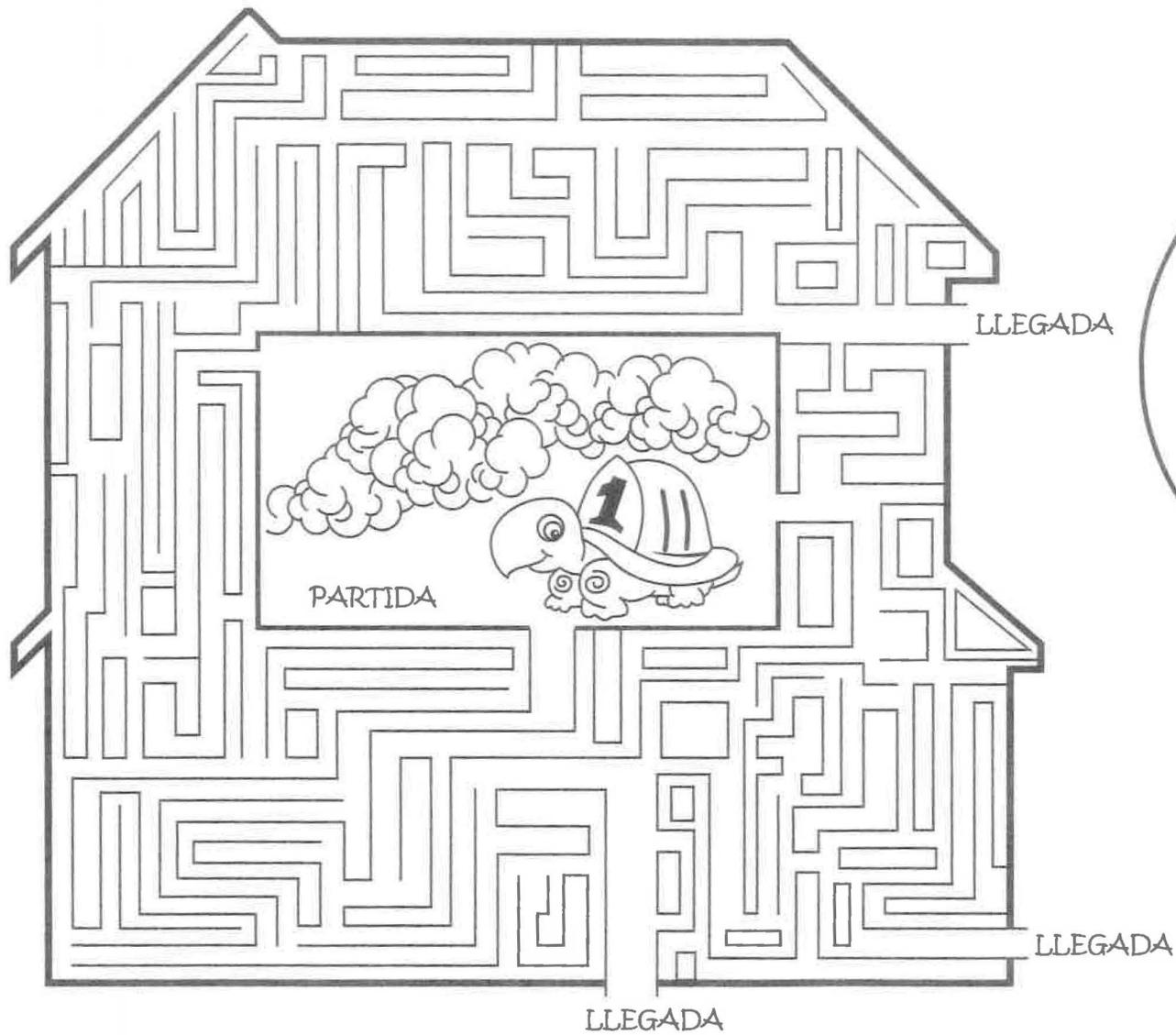
No le tengas miedo a los bomberos.



En caso de incendio, pueden ayudarte a escapar.



Laberinto de escape



Como un Pequeño Jefe de Bomberos, puedes asegurar que tu familia prepare y practique un plan de escape.

Ayuda a Jett a salir del laberinto de esta página.



Descifra las palabras ocultas

Aquí hay algunas palabras ocultas de seguridad contra los incendios.

1. _____
temuéve acerc led olsue

2. _____
peacse

3. _____
etaCser

4. _____
sod sadilas

5. _____
áiretab

6. _____
beombro

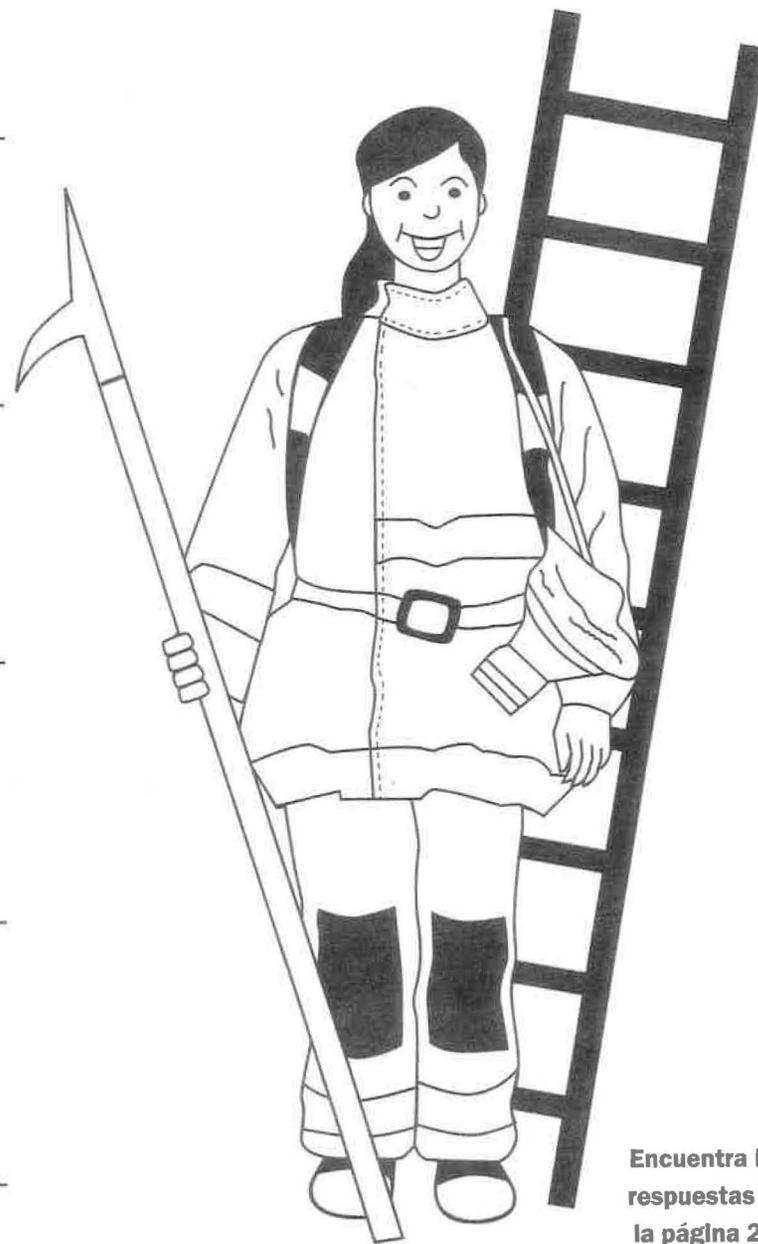
7. _____
rotceted ed omhu

8. _____
tyarM

9. _____
etartsárra

10. _____
oruges

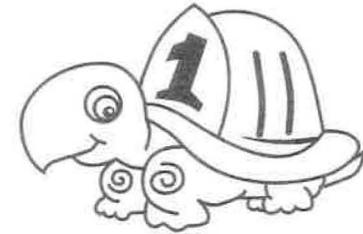
- 11 -



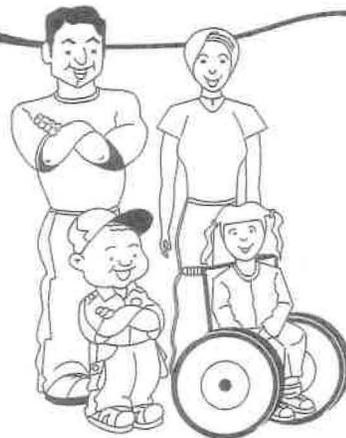
Encuentra las respuestas en la página 20.

Dibuja un plan de escape

En el espacio grande, dibuja un plan de escape para tu casa o apartamento. Dibuja Jetts para mostrar cómo salir. Muéstrale el plan a tu papá o tu mamá para que puedas practicarlo con tu familia.



No olvides las puertas y ventanas.

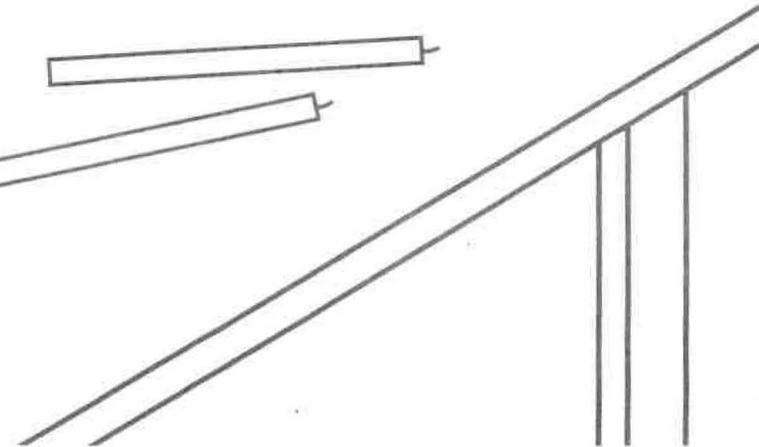
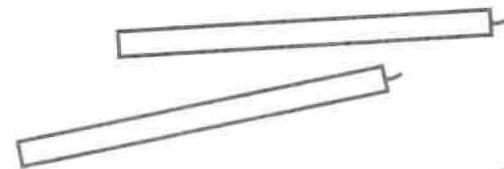
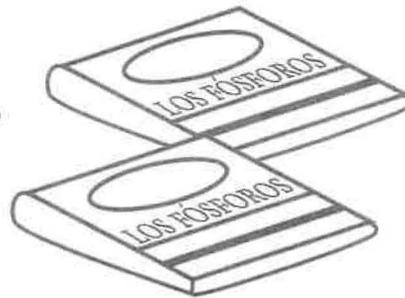
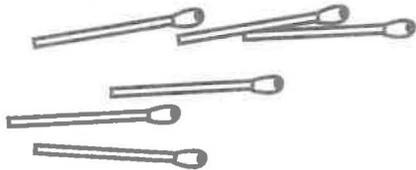


En el espacio pequeño que está arriba, dibuja tu dormitorio. Luego dibuja Jetts para mostrar las dos salidas.

Página para colorear

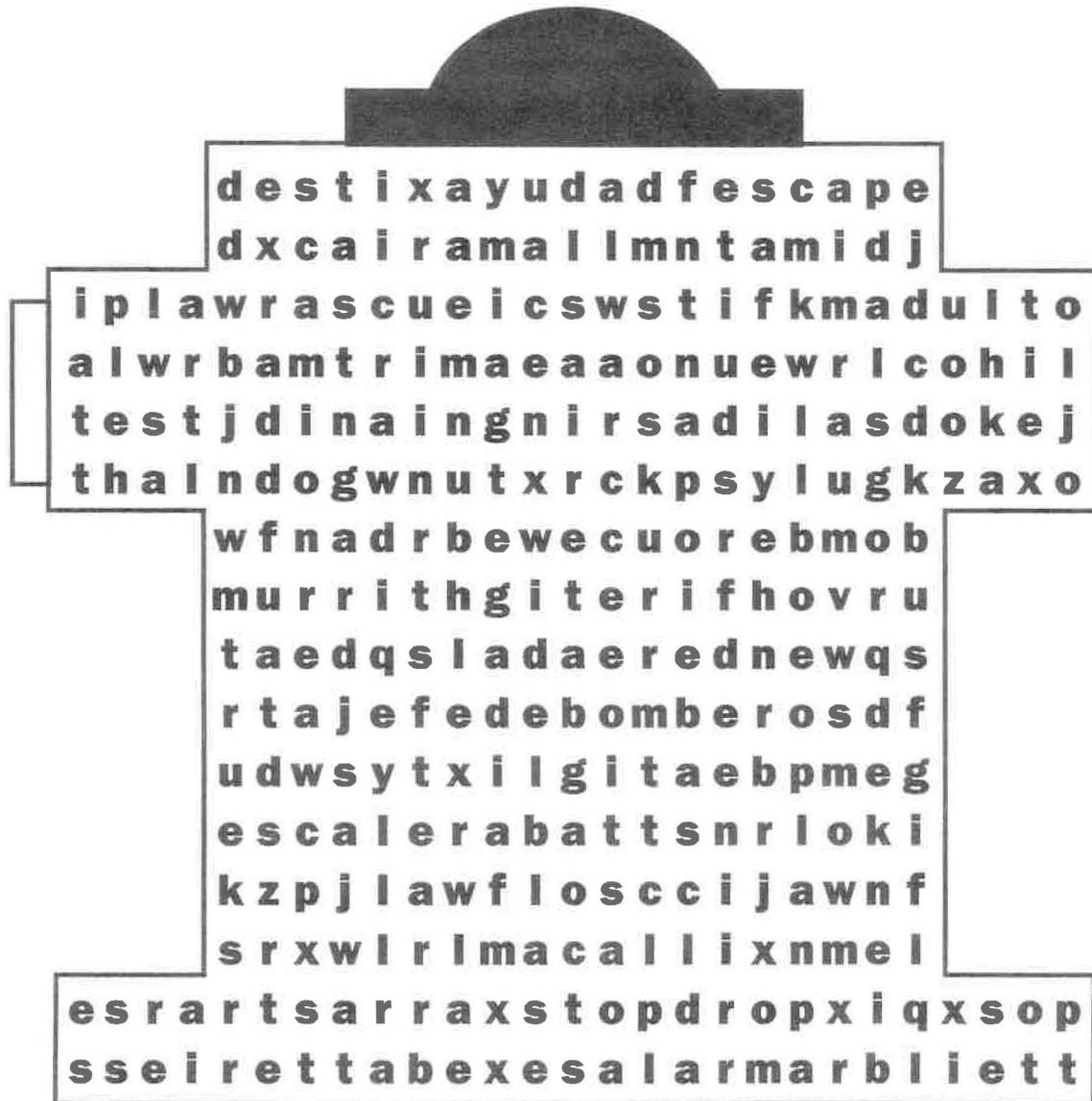
Recuérdales a los adultos que deben mantener los fósforos, encendedores y velas fuera del alcance de los niños.

Nunca
toques fósforos,
encendedores o velas.
Si los encuentras,
avísale a un adulto.



Sopa de letras

Recuerda: las palabras van hacia arriba, hacia abajo y en todas las direcciones.



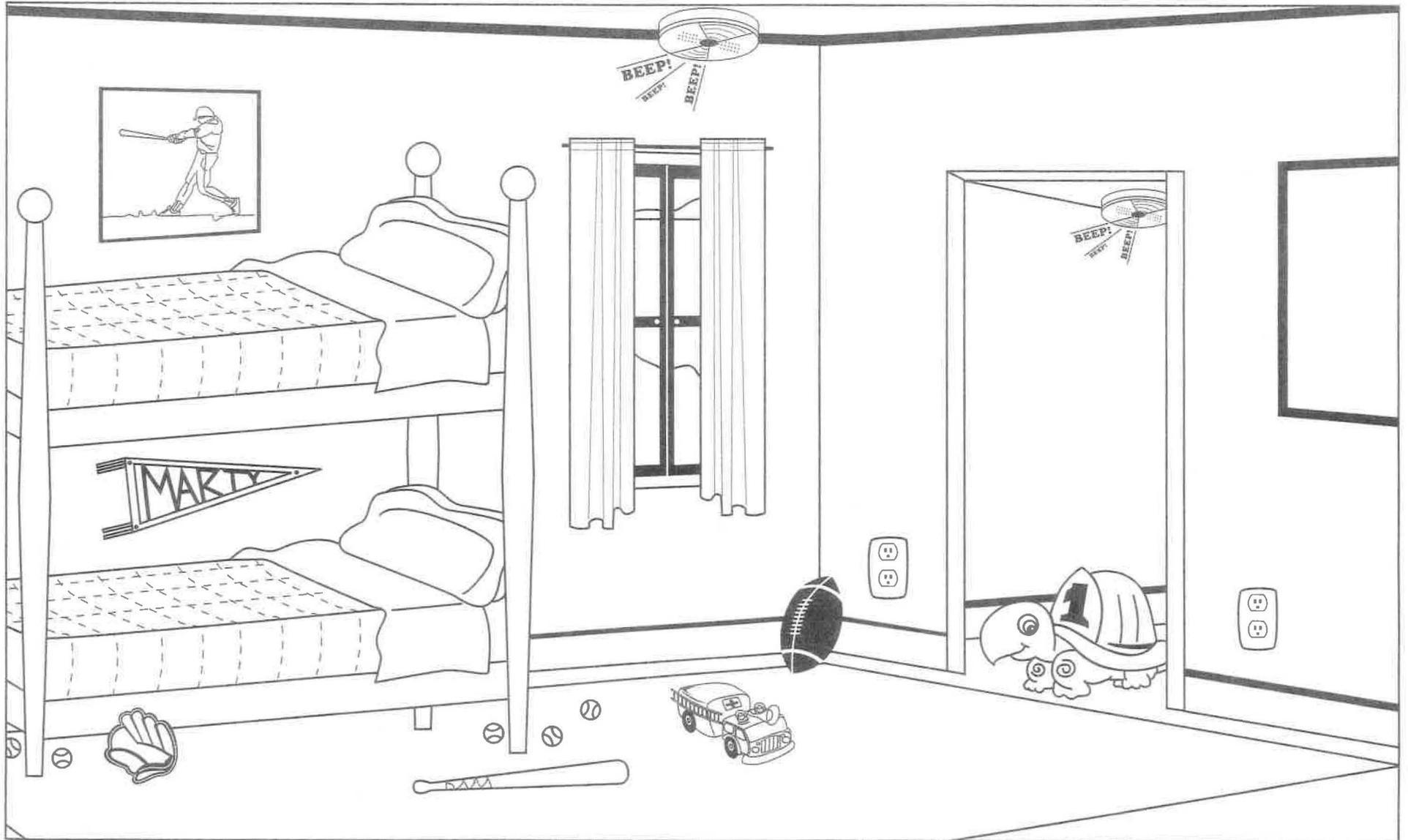
Encierra en un círculo estas palabras de seguridad contra los incendios ocultas.

| | |
|------------------|-----------|
| alarma | baterías |
| jefe de bomberos | Camión |
| adulto | seguridad |
| escape | salidas |
| bombero | ayuda |
| llamar | escalera |
| arrastrarse | rescate |
| plan | |

Encuentra la solución en la página 20.

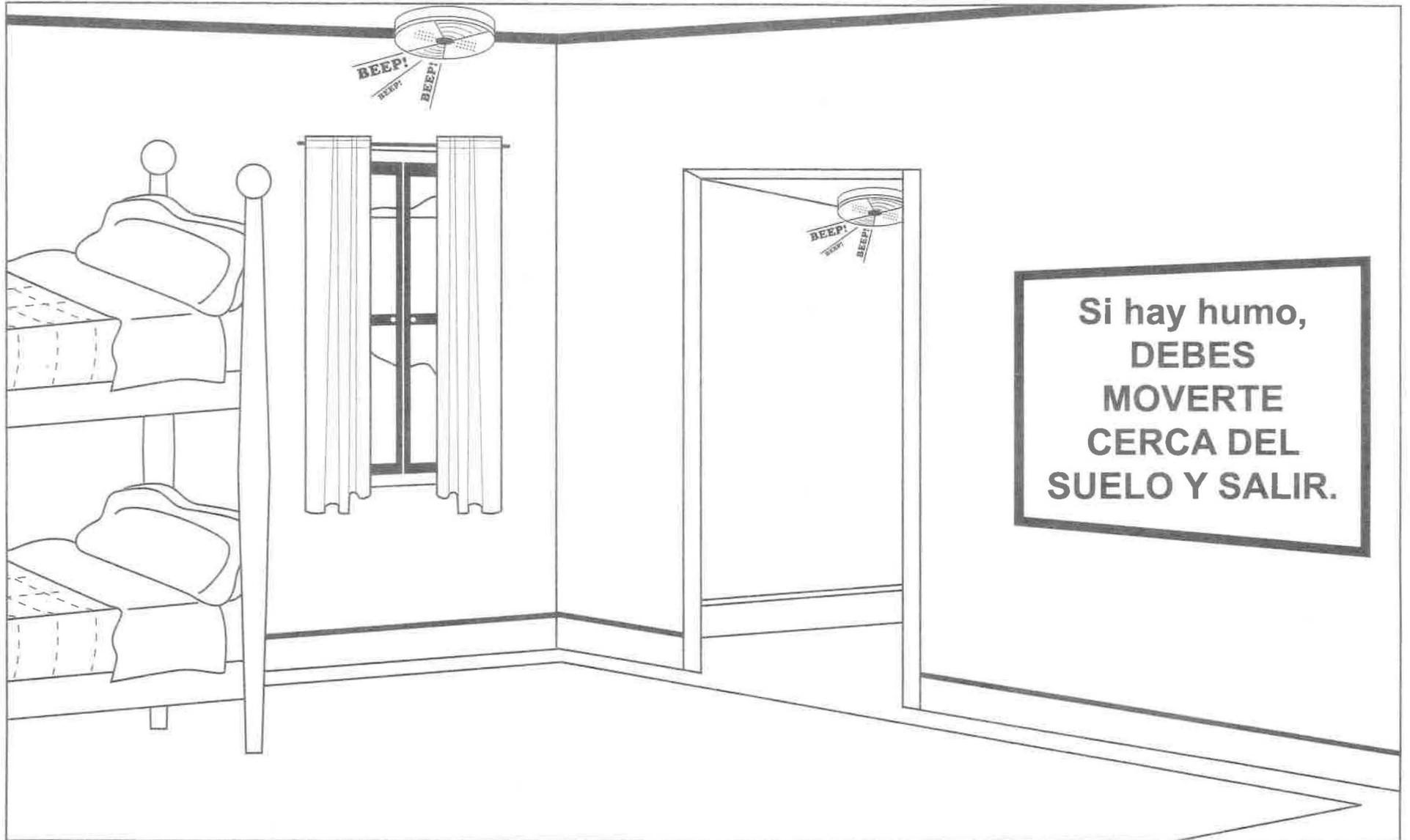
Página para colorear

Los detectores de humo deben estar en o Cerca de cada dormitorio y en Cada piso de la Casa.



Página para dibujar

Haz un dibujo de ti mismo moviéndote cerca del suelo cuando sales de tu dormitorio.



Completa los espacios en blanco

Escoge la palabra correcta de la lista que aparece abajo para completar los espacios en blanco.

detectores de humo dos escape puerta cerca del peligroso fuerte de un vecino

1. Encuentra al menos _____ maneras de salir de cada habitación.
2. Muévete _____ suelo cuando escapes durante un incendio.
3. Ayuda a tu familia a colocar _____ en tu casa.
4. Los detectores de humo suenan con un pitido muy _____ para avisarte que hay fuego.
5. El fuego es _____.
6. Durante un incendio, recuerda que siempre debes tocar una _____ antes de abrirla.
7. Después de reunirte afuera con tu familia, llama al 9-1-1 o al número de emergencia desde la casa _____.
8. Un plan de _____ puede salvar a tu familia.

Encuentra la solución en la página 20.

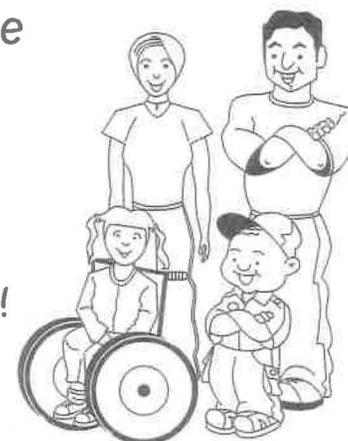
Cosas importantes para recordar

Los incendios pueden ser ruidosos, arder muy rápido y el humo que producen puede hacer que una habitación o una casa estén muy oscuras.

Por esa razón los buenos planes de escape te ayudan a salir rápidamente.

Esta es la manera en que puedes ayudar a tu familia con un plan de escape.

1. Trata de encontrar al menos dos salidas de cada habitación en tu casa.
2. Debes planificar y practicar todas las salidas con los adultos.
3. Recuerda que debes moverte cerca del suelo y salir.
4. Antes de abrir una puerta en un incendio, primero debes tocarla. Si la puerta está caliente, al otro lado puede haber fuego. No abras la puerta. Trata de salir de otra manera.
5. Escoge un lugar seguro y fácil de recordar fuera de la casa para reunirte con tu familia cuando hayas salido de la casa.
6. Llama al 9-1-1 o al número de emergencia desde la casa de un vecino.
7. No importe lo que pase, quédate afuera. ¡No vuelvas a entrar por nada!



Página para colorear



Página de respuestas y soluciones

Página 11

1. muévete cerca del suelo
2. escape
3. rescate
4. dos salidas
5. batería
6. bombero
7. detector de humo
8. Marty
9. arrástrate
10. seguro

Página 14

destixayudadfescape
dxcairamalimntamidj
iplawrascueicswstifkmadulto
alwrbamtrimaeeaaonuewrlicohil
testjdinaingnirsadilasdokej
thaindogwnutxrckpsylugkzaxo
wfnadrbewecuorebmob
murrithgiterifhovru
taedqsladaerednewqs
rtajefedebomberosdf
udwsytxilgitaebpme
escaleraabattsnrloki
kzpjlawflosccijawnf
srxwlrlmacallixnmel
esrartsarraxstopdropxiqsop
sseirettabexesalarbriet

Página 17

1. dos
2. cerca del
3. detectores de humo
4. fuerte
5. peligroso
6. puerta
7. de un vecino
8. escape

Página para recortar

Colorea y recorta tu Certificado.

Corta por la línea de puntos y usa el certificado.

Libro de Actividades de Marty y Jett
Vamos a entretenernos con la seguridad contra incendios

www.usfa.fema.gov/kids

Certificado de Pequeño Jefe de Bomberos



Por el presente se certifica que

NOMBRE DEL NIÑO

ha completado con éxito el

Libro de Actividades de Marty y Jett

y ha demostrado estar mejor preparado
informado sobre cómo ayudar a prevenir incendios.

A los _____ días, de _____
FECHA



Página para recortar

Colorea y usa las figuras para recortar.

Para más
DIVERSIÓN,
puedes
visitarme en
www.
usfa.fema.
gov/kids



Para más
DIVERSIÓN,
puedes
visitarme en
www.
usfa.fema.
gov/kids

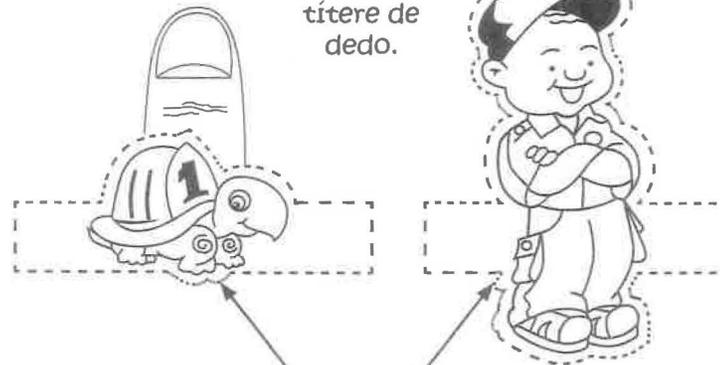


Corta por la línea de
puntos y usa como
marcador de libro.

Corta
por la
línea de
puntos
y
usa como
placa o
insignia.



Corta por la
línea de puntos
para usar como
títere de
dedo.



Pega con cinta lo largo de
los bordes para mantener
los extremos unidos.

Mi página para dibujar

Usa esta página para dibujar algo que hayas aprendido sobre la seguridad contra los incendios.

Departamento de Bomberos

Libro de actividades de Marty y Jett

Pega
tu
foto
aquí

Vamos a
entretenernos
con la seguridad
contra los
incendios

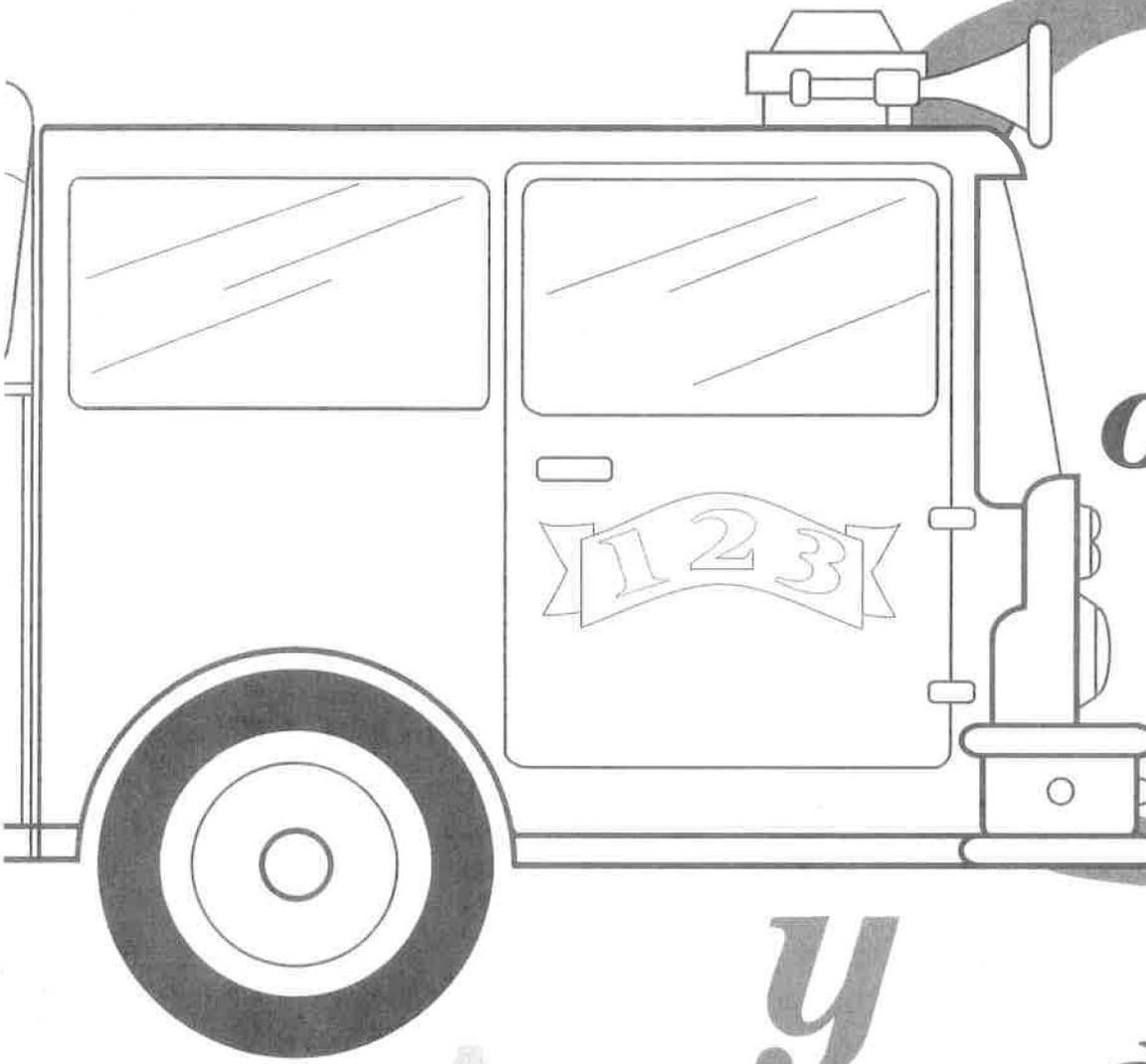


FEMA

Administración
de Incendios de
Estados Unidos

Para fotocopiar y
enviar a las casas

Para Familias



olorea

y

prende



FEMA



Mensaje para las Familias

bienvenidos a Evitemos fuegos con SESAME STREET. Este libro de colorear es parte de un programa de seguridad contra fuegos que se está usando en el programa de cuidado infantil de su niño. Colorear junto a su hijo es una forma de reforzar la importancia de la seguridad contra fuegos en el hogar.



Practiquen técnicas de seguridad contra fuegos como "gatea, sal y no vuelvas a entrar" y "párate, tírate y rueda si tu ropa coge fuego".

Los educadores en seguridad contra fuegos están de acuerdo en que estos dos mensajes son los más importantes para enseñar a los niños.

Convierta esta actividad de colorear en una oportunidad para jugar y practicar conducta apropiada sobre seguridad contra fuegos con su hijo. Éstas son algunas sugerencias:

Use el recuadro que aparece en la próxima página para organizar planes de escape en caso de fuego para su hogar. Practique cómo salir de la casa usando estas rutas y luego coloque el diagrama donde todos puedan verlo, como en la nevera o en cualquier otro lugar visible en la cocina o área familiar.

Cada página del libro ilustra un mensaje según se recalca en el programa de Evitemos fuegos con SESAME STREET. Estos mensajes incluyen **Organice y practique planes de escape en caso de fuego**; La alarma de humo avisa que hay fuego; Las cosas calientes queman; ¡Sal y no vuelvas a entrar!; Para, tírate y rueda; y Los bomberos rescatan personas y apagan fuegos. Usted ayudará a su niño a protegerse a sí mismo si enseña **Las cosas calientes queman y ¡Sal y no vuelvas a entrar!** primero.



Pídale a su niño que explique el juego "Punto rojo, punto azul". Practiquen jugándolo en su cocina.

El mantener seguro a su niño comienza en casa—y enseñar seguridad contra fuegos es vital para el bienestar de su familia. Deje que Big Bird, Abelardo, Cookie Monster y todos sus amigos le ayuden a su niño a aprender lecciones sobre seguridad contra fuegos que duren toda una vida.

Mensaje para los residentes de edificios multipisos

Salir de un apartamento durante un fuego puede ser gran un reto para las familias que viven en edificios multipisos. Éstas son algunas sugerencias a seguir:

- Palpe la puerta de salida del apartamento para asegurarse que es seguro salir. Nunca tome el ascensor. Una vez fuera del apartamento use sólo las escaleras rotuladas "Exit" o "Salida".
- Si el pasillo está bloqueado por el calor, humo o fuego:
 - a) regrese a su apartamento, y cierre y selle la puerta y cualquier grieta.
 - b) trate de telefonar a las autoridades y déjeles saber dónde se encuentra.
 - c) indique la localización exacta colgando un pedazo de tela de color claro en el interior de la ventana.
- ¡Conozca el plan de evacuación de su edificio y practíquelo!

La alarma de *humo* avisa que hay *humo* o *fuego*

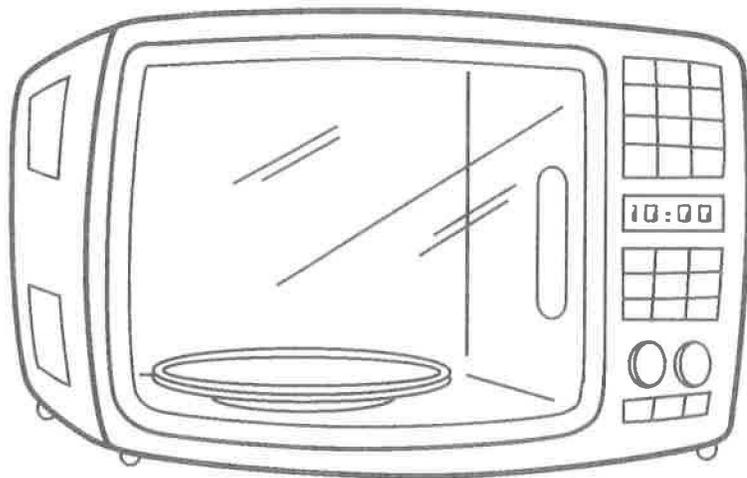


 Escucha cómo suena la alarma.
Escucha cómo suena la alarma.

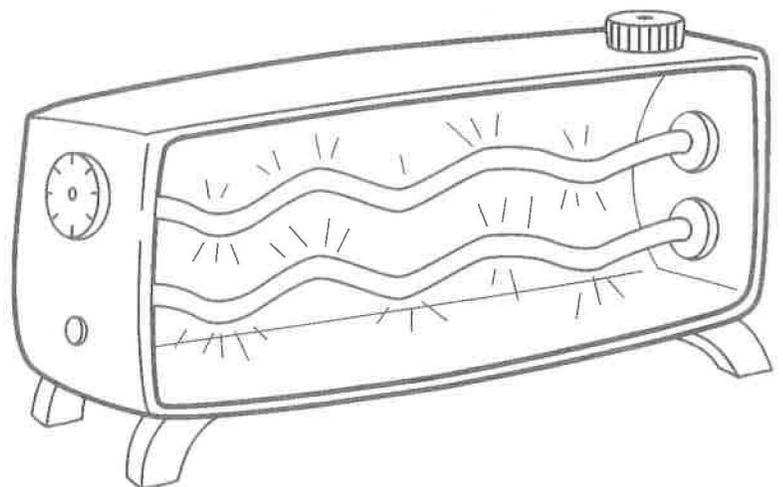
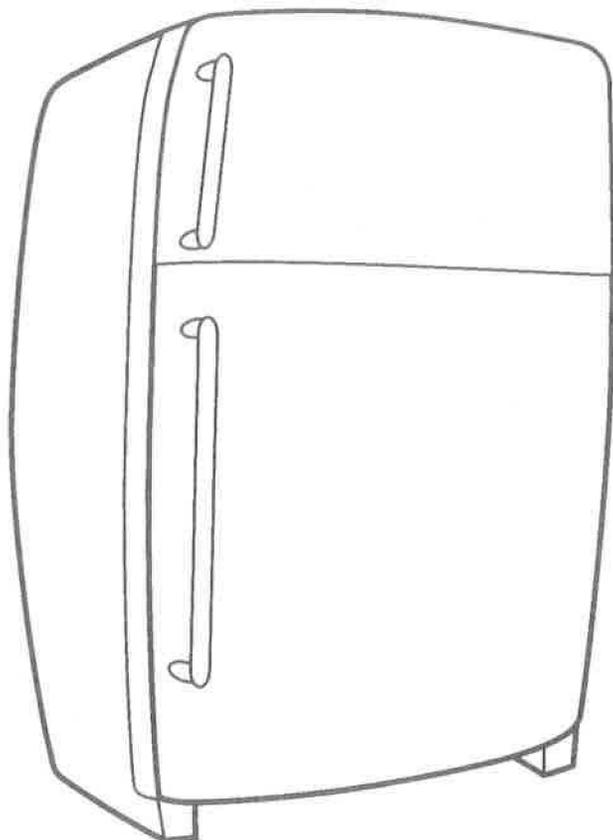
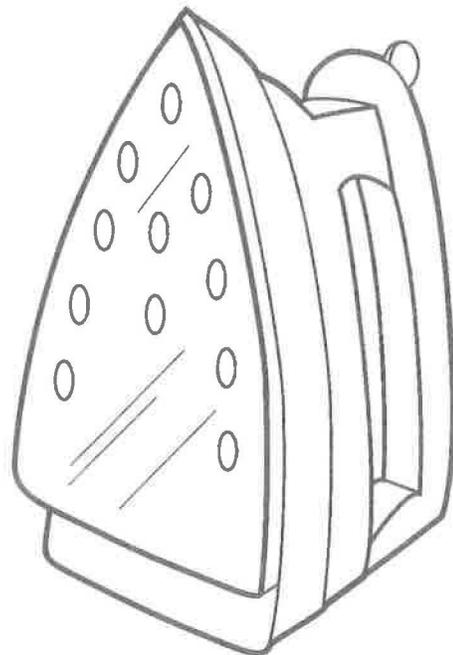


¿Puedes demostrarle a
Elmo cómo suena la
alarma?

Las cosas *calientes* queman



 *Las cosas calientes queman, queman. ¡No toques, no!*



Aprende qué cosas son calientes y cuáles no. Colorea las cosas calientes rojas y las frías azules. Ayude a su niño a identificar otras cosas calientes y frías en su casa.

Gatea, sal y no vuelvas a entrar



Rosita gatea, sale y no vuelve a entrar. Tú debes aprender a hacer lo mismo. ¿Qué haces si olvidas tu juguete favorito dentro de la casa?

EXIT

SALIDA

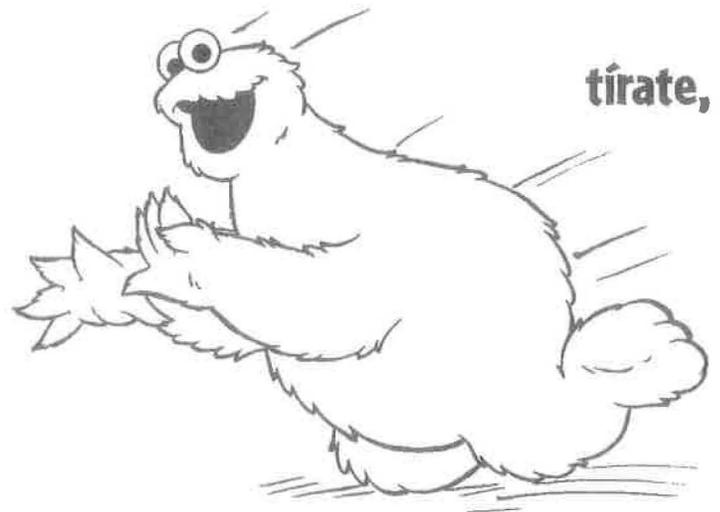
Para, tírate y rueda



si tu ropa coge fuego,



para,

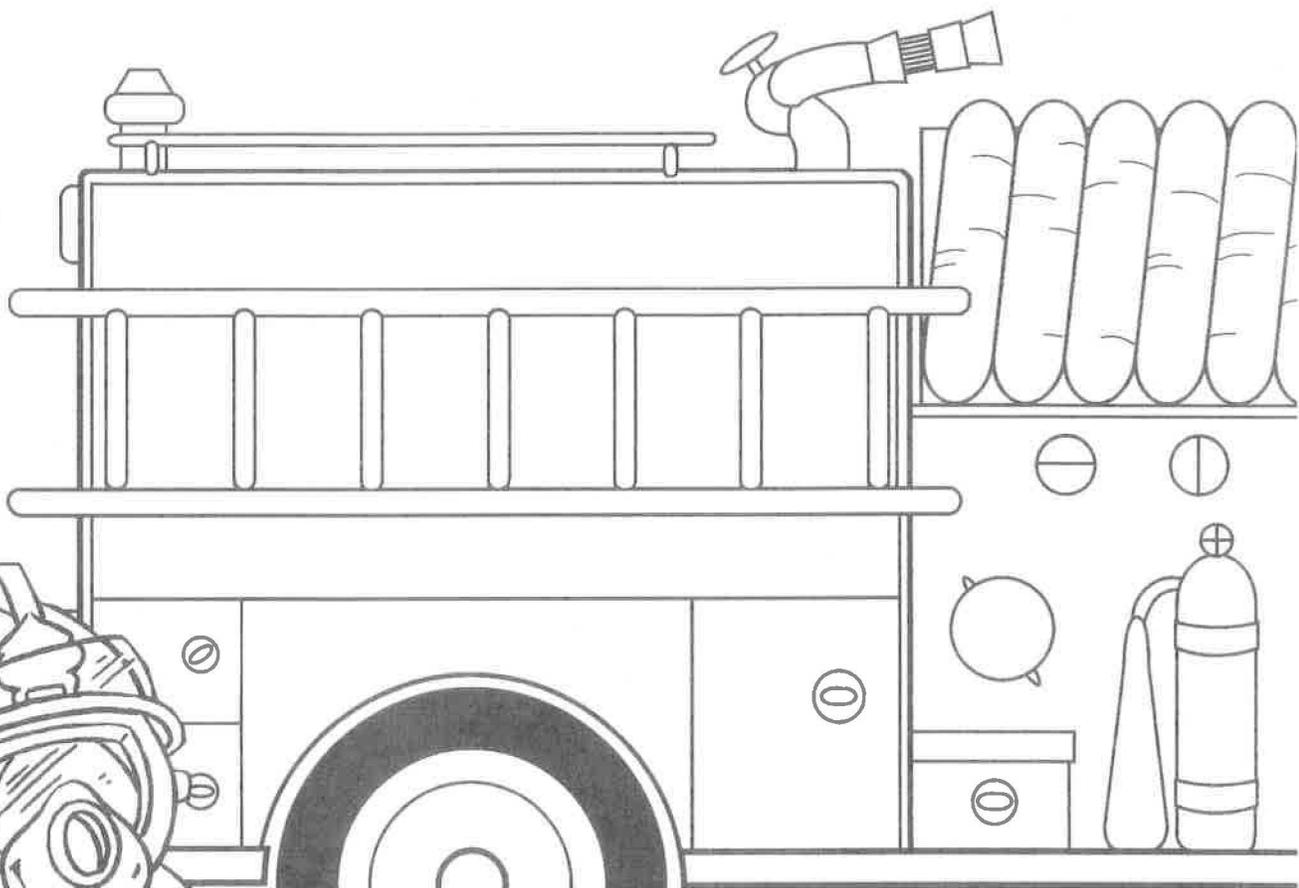


tírate,



y rueda.

Practica para, tírate y rueda con Cookie Monster.



**Los bomberos
apagan
fuegos y
rescatan
personas.**

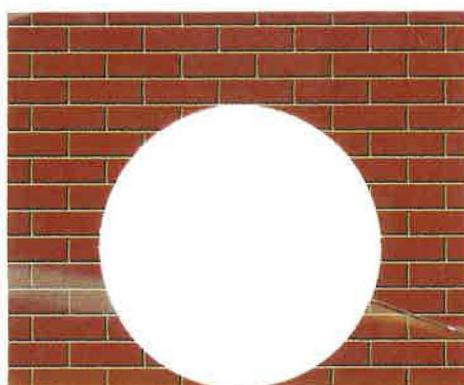


FEMA
FEMA No. FA-176S
Catalog No. 08084-1

Este proyecto fue hecho posible gracias a la generosidad de la Administración de Incendios en los EE.UU. de la Departamento de la Seguridad del País.

Ilustraciones: Ernest Kwiat
Fragmentos de las canciones por Luis Santeiro, Fernando Rivas y Bernardo Palombo.

© 1997 Children's Television Workshop (CTW).
SESAME STREET Muppets © 1997 Jim Henson Productions, Inc. SESAME STREET y el rótulo de las canciones son marcas registradas. Evitemos fuegos con SESAME STREET es una marca registrada de CTW.



**¿Está su vivienda
segura contra
los incendios?**



Lista de verificación para prevenir incendios

Alarmas de humo

- ❑ Coloque las alarmas de humo en cada una de las alcobas, afuera de cada dormitorio, y cada uno de los niveles de la vivienda, incluyendo el sótano. Siempre siga las instrucciones de instalación del fabricante.
- ❑ Pruebe las alarmas de humo por lo menos una vez al mes usando el botón para pruebas.
- ❑ Interconecte todas las alarmas de humo de toda la vivienda para una mejor protección. Cuando una suene, todas las demás sonarán.

Prácticas seguras para los calentadores

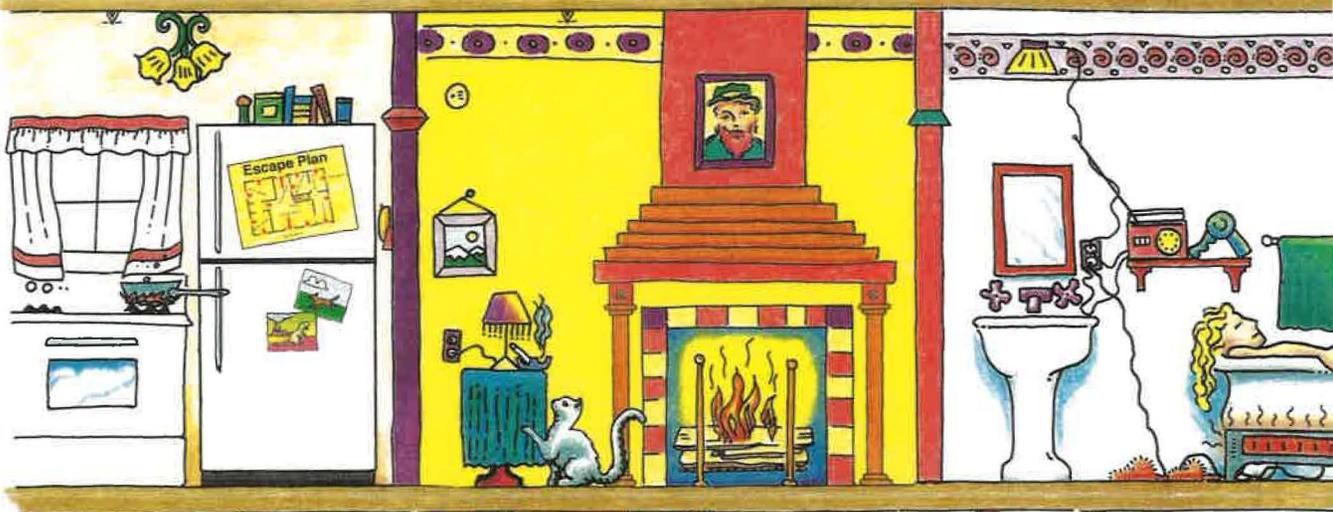
- ❑ Mantenga cualquier cosa que pueda quemarse a por lo menos 3 pies del calentador establezca una zona libre de niños y mascotas de 3 pies alrededor de fuegos al aire libre y calentadores de espacios.
- ❑ Solo compre y use calentadores de espacios portátiles de un laboratorio de pruebas reconocido con un sistema de apagado automático para que si se caen, se apaguen.
- ❑ Apague los calentadores de espacios cuando se vaya a la cama o salga de la habitación.
- ❑ Enchufe los calentadores de espacios directamente al enchufe de la pared y nunca a una extensión eléctrica o regleta.
- ❑ Al recargar un calentador de espacios que funcione con combustible, primero permita que el aparato se enfríe y luego recárguelo afuera. Siempre use el combustible adecuado tal y como lo especifica el fabricante.
- ❑ Siempre use una pantalla de metal o de vidriotemplado en las chimeneas y manténgalo en su lugar.

Prácticas seguras para cocinar

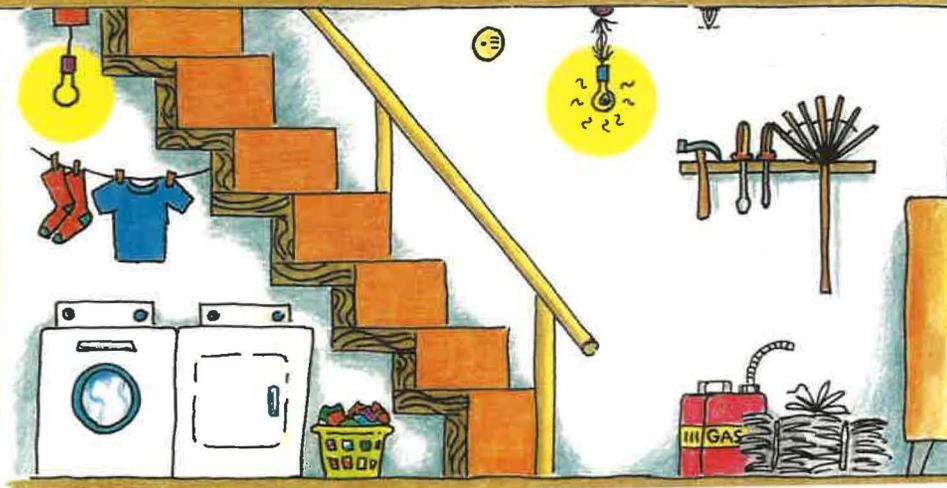
- ❑ Quédese en la cocina cuando esté friendo, o asando a la parrilla comida. Si sale de la cocina por si quiera un instante, apague la estufa. Si usted está cocinando a fuego lento, horneando, asando, o hirviendo comida, revísela con regularidad, permanezca en la vivienda mientras se cocina la comida, y use un temporizador para recordarle que está cocinando.
- ❑ Use mangas cortas, ajustadas o bien remangadas cuando esté cocinando. La ropa suelta puede colgar sobre los quemadores y quemarse si entra en contacto con la fuente de calor.
- ❑ Mantenga todo aquello que pueda quemarse—guantes para el horno, utensilios de madera, empaques para alimentos, toallas, o cortinas—lejos de la estufa.

En caso de incendio, recuerde que cada segundo cuenta, así que usted y su familia deben estar siempre preparados.

Prepare y practique su plan de evacuación de incendios dos veces al año.

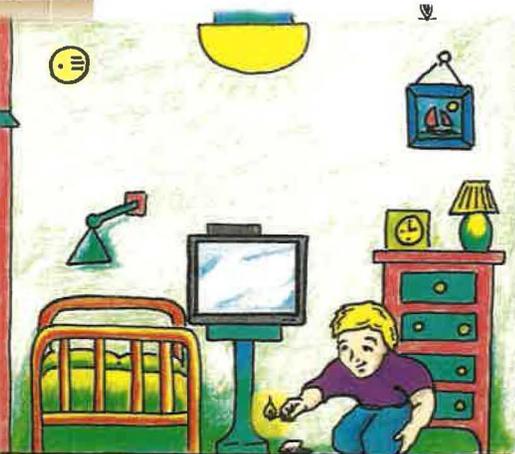


En este hogar, hay 8 dispositivos contra incendios y 11 riesgos de incendio. Encuéntralos todos usando esta lista de verificación contra incendios. Las respuestas están al reverso.



o de incendio,
e que cada
o cuenta, así
ed y su familia
estar siempre
idos.

e y practique su
evacuación de
os dos veces



Prácticas seguras para fumadores

- Si usted fuma, use solo cigarrillos "a prueba de incendios".
- Si usted fuma, fume afuera.
- Nunca fume en la cama.
- Cuando quiera que fume, use ceniceros hondos y firmes.
- Antes de botar las colillas y las cenizas, asegúrese de que estén apagadas. Apáguelas en agua o arena.
- Mantenga los cigarrillos, los encendedores, los fósforos, y demás material para fumar en un gabinete bajo llave bien arriba fuera del alcance de los niños.
- Nunca fume en una vivienda donde se use oxígeno medicinal.

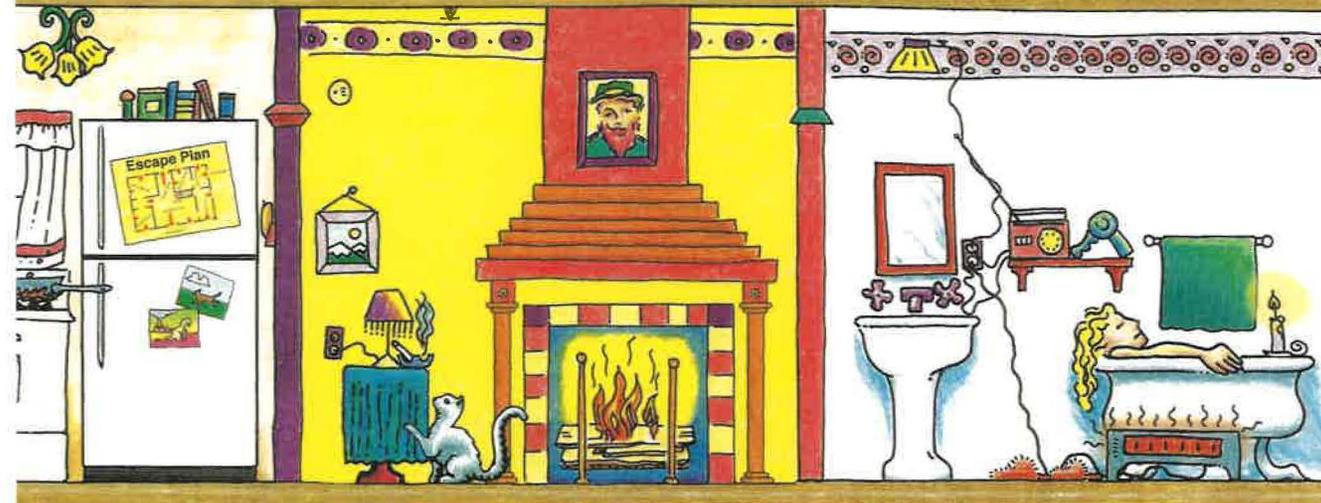
Prevención de incendios en el hogar

- Considere instalar rociadores contra incendios para el hogar.
- Revise los cables eléctricos con frecuencia. Reemplace cables eléctricos agrietados, dañados y sueltos.
- Nunca sobrecargue los enchufes.
- Evite usar velas encendidas. Si necesita usar velas, colóquelas en candelabros firmes que no se quemen o se caigan. Considere usar velas "sin llama" eléctricas o de baterías.

Plan de evacuación de incendios para el hogar

- Desarrolle y practique un plan de evacuación de incendios. Dibuje un mapa de cada nivel de la vivienda. Muestre todas las ventanas y puertas, y planee dos rutas para salir de cada habitación.
- Familiarícese a los niños con el sonido de la alarma de fuego; enséñeles a cómo deber evacuar por sus propios medios en caso de que usted no pueda ayudarlos.
- Tenga un punto de encuentro planeado con anticipación afuera de la vivienda donde el personal de emergencia pueda verlos. Nunca vuelva a entrar a la vivienda.

¡Tómese un tiempo para caminar por su vivienda y use la lista de verificación para asegurarse de que hogar está seguro contra los incendios!



este hogar, hay
positivos contra
didos y 11 riesgos
de incendio.
cuéntrelos todos
ando esta lista
de verificación
ontra incendios.
respuestas están
al reverso.



Dispositivos a prueba de incendios

Dormitorio

- Alarma de humo
- Rociador

Cocina

- Rociador
- Plan de evacuación de incendios desplegado en el refrigerador

Sala de estar

- Alarma de humo
- Rociador

Sótano

- Alarma de humo
- Rociador

Riesgos de incendio

Baño

- El calentador se puede caer
- Un enchufe sobrecargado
- Una vela encendida cerca de un toallero
- Pantuflas enfrente de un calentador

Dormitorio

- Niño que juega con fósforos

Cocina

- Cocinar alimentos sin ser atendidos
- Cortinas muy cerca a la estufa

Sala de estar

- Cigarrillo sobre la mesa que no son atendidos
- Chimenea sin pantalla en frente

Sótano

- Materiales combustibles cerca al fuego al aire libre de un calentador de agua
- Cable deshilachado en la bombilla

Para más información de cómo mantener su vivienda y su familia a salvo de los incendios, póngase en contacto con nosotros en:



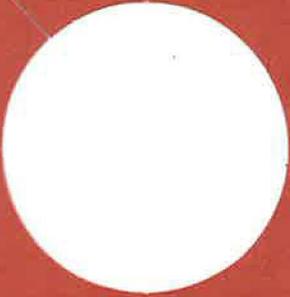
FEMA

U.S. Fire Administration
16825 South Seton Avenue
Emmitsburg, MD 21727

1-800-561-3356
FA-285S/Mayo, 2012

www.usfa.fema.gov





¡Sentimos no haberle encontrado!

**Las alarmas de humo que
funcionan salvan vidas.
Vinimos a revisar las suyas.**



Si desea que volvamos, sirvase comunicarse con:





Department of
**Commerce &
Insurance**

Insurance Division

Consumer Insurance Services
500 James Robertson Parkway, 6th Floor
Nashville, TN 37243-0574
(800) 342-4029 - (615)741-2218

Reclamacion del Consumidor

Los campos obligatorios estan marcados con un asterisco(*).

Fecha: 2-27-2018

AVISO: Este formulario no permite el uso de letras con acentos, por ejemplo: (i, ç, á, é ñ, ó ?)

Informacion del Demandante/Tus Datos:

*Nombre:

Segundo Nombre:

*Apellido:

*Direccion - linea 1:

Direccion - linea 2:

Direccion - linea 3:

Direccion - linea 4:

Direccion - linea 5:

Direccion - linea 6:

*Ciudad:

*Estado:

*Codigo Postal:

Condado:

*Pais:

Codigo Postal Internacional:

Direccion de Correo Electronico:

Por Favor, Vuelva Introducir Correo Electronico:

*Numero de Telefono:

Extension:

Numero de Telefono Alternativo:

Extension:

Como prefiere ser contactado?:

Datos del Asegurado (si es diferente a la anterior):

Nombre:

Segundo Nombre:

Apellido:

Otras Partes involucradas en este problema:

Nombre:

Apellido:

Descripcion:

Nombre:

Apellido:

Descripcion:

Nombre:

Apellido:

Descripcion:

Nombre:

Apellido:

Descripcion:

Informacion de Seguros:

*Contra quien es la denuncia? Proporcione el nombre de una o mas de las partes contra quien se queja.

a. Nombre de la Compania de Seguros:

b. Nombre de la Agencia de Seguros:

c. Nombre del Agente de Seguros, Ajustador, Tasador:

Nombre:

Apellido:

En que estado se compro este plan? Estado:

Numero de Poliza:

Numero del Certificado:

Numero de reclamo:

Fecha de perdida o servicio recibido:



Fecha de Cancelacion:



Grupo de Edad del Asegurado:

Cantidad en Disputa:

(No utiliza un signo de dolar ni una coma)

***Tipo de Seguro**

- Anualidad
- Auto
- Casa
- Comercio
- Cuidado a Largo Plazo
- Dental
- Discapacidad
- Otro
- Salud Individual
- Salud de Grupo
- Suplementario a Medicare
- Titulo
- Vida

***Motivo por la queja** (Marque al menos una o utilice la tecla Ctrl para seleccionar varias)

- Aviso de Prima /Factura
- Cancelacion
- Denegacion de Reclamacion
- Falsificacion
- Falta de Renovacion
- Manejo del Agente
- Otro
- Pedido de Datos
- Prima o Clasificacion
- Reembolso de Prima
- Resolucion/Oferta Insatisfactorio
- Retraso de la Reclamacion
- Retrasos / Falta de Responder

Otro (explique):

Otro (explique):

***Detalles de la Queja:**

Limite maximo de Descripcion - 4000 letras: Letras Restante 4000

Que considera usted una resolucion justa?

Limite maximo de Descripcion - 4000 letras: Letras Restante 4000

AVISO: Antes de la presentacion final de esta forma, se le dara la oportunidad de adjuntar documentos que respalden la queja.

Enviaras por correo o por fax, documentacion adicional? Si No

Use la direccion postal que sigue para enviar documentos que respalden la queja y incluya una copia de este formulario:

Consumer Insurance Services
500 James Robertson Parkway, 6th Floor
Nashville, TN 37243-0574

Use el numero de FAX que sigue para enviar documentos que respalden la queja y incluya una copia de este formulario: (615)
532-7389

[Revisa la Queja](#)

AVISO: Es posible que el sistema no sera disponible durante las horas de mantenimiento, desde las 12:00 de medianoche y 12:30 de la manana, timepo central (CT).

SBS 2014 Fall Warranty

Copyright © 2018 National Association of Insurance Commissioners. All rights reserved.

Powered By

 **NAIC** National Association of
Insurance Commisloners

OTRAS SUGERENCIAS SOBRE TEMPESTADES PARA LOS CONSUMIDORES

AUTOMÓVILES

Si su automóvil se ha quedado sumergido en un mínimo de un pie de agua estancada por más de una hora, llévalo a una agencia o un taller mecánico para que lo revisen. Aun cuando está funcional, podría tener daños ocultos que causarán problemas más adelante. Obtenga estimados por escrito y mantenga copias de sus recibos y facturas.

Si va a comprar un vehículo usado, inspecciónelo cuidadosamente. Busque lodo o sedimentos en áreas ocultas o hendiduras que puedan indicar daños por agua.

Algunos indicios son:

- tapicería o alfombras nuevas;
- tierra o lodo en los respiraderos o sobre el motor;
- olor a moho;
- decoloración o manchas de agua en los cinturones de seguridad al estirarlos;
- contaminación de combustible (aceite, frenos de potencia, transmisión, etc.). Una mezcla de aceite del motor con agua tiene un color blanco lechoso.

Antes de comprar un vehículo usado, investigue el título de propiedad. Verifique el nombre y la dirección del propietario anterior, la fecha y el precio de compra, el impuesto sobre la venta si el propietario anterior compró el vehículo en una agencia y la lectura del odómetro. Para hacer esto, debe tener el número de identificación del vehículo (VIN) que está en la consola. Recuerde que un vehículo "tal cual" significa eso mismo.

La Oficina Nacional de Delitos contra Seguros (NCIB, por la sigla inglesa) ha recopilado una base de datos de los vehículos que fueron afectados por los huracanes Katrina y Rita en 2005. La información en esta base de datos se obtuvo de diferentes fuentes que incluyen empresas aseguradoras, almacenes de chatarra, y autoridades estatales y locales. Además, algunos, pero no todos, los estados requieren que el título de un vehículo indique cuándo fue recuperado.

FRAUDES DE REMOCIÓN DE ESCOMBROS

Si trata con una persona o empresa que promete remover escombros de su propiedad, pídale que le entregue una lista escrita de los servicios que proporcionan. No haga el pago final hasta que haya inspeccionado el trabajo realizado y esté satisfecho. Solicite otros presupuestos para asegurarse de que no le cobren de más.

VENTAS DE PUERTA A PUERTA (NORMA DEL PERÍODO DE REFLEXIÓN)

Mientras se retroceden las aguas, es posible que vendedores de puerta a puerta comiencen a ofrecerle una variedad de productos o servicios de reparación. Usted cuenta con ciertos derechos de cancelación si la venta se realiza en su hogar, desde la parte trasera de un camión o de cualquier sitio que no sea el establecimiento del vendedor.

Si la venta es más de \$25, puede cancelarla en un lapso de tres días y solicitar que le reintegren todo su dinero. El vendedor debe informarle de su derecho de cancelación de tres días y entregarle un formulario correspondiente. Según las leyes de Tennessee, si usted solicita por escrito al vendedor que le proporcione inmediatamente los bienes o servicios debido a una emergencia, indicando que renuncia a su derecho de cancelarlos debido a la emergencia, no podrá cancelar la transacción.

Usted puede cancelar la transacción por cualquier motivo, pero debe hacerlo por escrito. Firme y envíe por correo postal el formulario que le entregó el vendedor al hacerle la venta. Asegúrese de que la fecha y hora en el matasellos no supere la medianoche del tercer día hábil después de la venta. Reporte cualquier problema que tenga con las ventas de puerta a puerta a la División de Asuntos del Consumidor en: tennessee.gov/consumer/index.shtml o llame al teléfono (615) 741-4737 y a la Comisión Federal de Comercio en: ftc.gov, o al teléfono 1-877-FTC-HELP.

Para solicitar información adicional, escriba a: Tennessee Division of Consumer Affairs • 500 James Robertson Pkwy • Nashville, TN 37243-0600 • Teléfonos 615-741-4737 • 800-342-8385 • Fax 615-532-4994 • o presente una queja por Internet en: <http://tn.gov/consumer/complaint.shtml#>



Departamento de Comercio y Seguros, autorización No. 335392, 1,000 copias, julio de 2012. Este documento público fue promulgado a un costo de \$0.15 por copia.

ESTADO DE TENNESSEE DESPACHO DEL FISCAL GENERAL Y EL RELATOR Y LA DIVISIÓN DE ASUNTOS DEL CONSUMIDOR



PAUTAS PARA CONTRATAR REPARACIONES DEL HOGAR

Si su hogar ha sufrido daños causados por un desastre natural, es probable que necesite los servicios de un contratista de buena reputación. Tenga en cuenta que cuando ocurren estas situaciones, aparecen estafadores quien afirman que son expertos en reparaciones y recargan los precios, realizan trabajos mediocres o desaparecen con su dinero.

Verifique si un contratista tiene una licencia válida en: <http://verify.tn.gov>. Puede consultar si el contratista está en la lista de advertencia al consumidor en: www.tn.gov/consumer/consumer. También puede presentar una queja contra un contratista en: http://www.tn.gov/commerce/boards/contractors/OnlineComplaint_cont.shtml.

La División de Asuntos del Consumidor y el Fiscal General de Tennessee ofrecen las siguientes pautas y sugerencias para que los consumidores eviten malos entendidos con respecto a las mejoras al hogar. Si sigue estas pautas y exige un contrato escrito, podrá evitar algunos de los problemas más comunes que se ocurren con los contratistas de reparaciones del hogar. Cuando tenga dudas o necesite contratar reparaciones costosas, solicite que un abogado local examine el contrato **antes de firmarlo**.



Formulario para quejas



Contáctenos

Muchas personas no exigen toda la información sugerida por temor a perder al constructor. Si esto le preocupa, entréguele este folleto y dígame lo siguiente: "La División de Asuntos del Consumidor y el Fiscal General han dicho que esta información es esencial"

1. Obtenga por lo menos tres estimados (ofertas). Asegúrese de que cada contratista oferte exactamente los mismos trabajos. TODAS las ofertas deben ser pormenorizadas y detalladas.
2. Sepa con quién está tratando y verifique la dirección del contratista. Solicite y verifique las referencias (clientes previos, referencias bancarias). Inspeccione las obras realizadas para terceros, cuando sea posible. Asegúrese de que el contratista tenga una licencia válida emitida por la Junta Emisora de Licencias de Contratistas (Tennessee Board of Licensing Contractors) (1-800-544-7693), o verifique la licencia en: verify.tn.gov. Si no tienen licencia, no los contrate. Consulte a la División de Asuntos del Consumidor y la Oficina de Buenas Prácticas Comerciales (Better Business Bureau) de su localidad para confirmar la reputación del contratista entre los consumidores.
3. Obtenga el nombre de la empresa de seguros y fianzas del contratista. Llame a dicha empresa para verificar que el contratista esté asegurado y cuál es el monto del seguro.
4. Generalmente un contratista de buena reputación puede cobrar los materiales de construcción y usualmente no requiere una inicial grande. Si la solicita, no debe ser más de 10 a 25% del precio total. Mejor aún, acompañe al contratista al establecimiento de suministros de construcción y pague usted mismo los materiales. Solicite que los materiales sean enviados al sitio de la obra y no al taller del contratista.
5. Sea específico. Obtenga muestras, números de modelo, fotografías y cualquier otra cosa que le indique al contratista exactamente lo que usted quiere. Si no especifica la calidad de los materiales en el contrato, estará autorizando al contratista a decidir qué materiales utilizar. Tome fotografías o videos de la obra antes de comenzar las labores.

6. Asegúrese de que los materiales que ha seleccionado son los que desea utilizar. Resulta costoso cambiar de idea después de que ha comenzado la construcción. Si cambia de idea, prepárese a pagar más.
7. Obtenga un **contrato escrito**. No haga negocios con un contratista que no esté dispuesto a entregarle un contrato escrito. No acepte acuerdos verbales. Cualquier cambio en el contrato debe hacerse por escrito y debe llevar las iniciales de ambas partes.
8. Especifique en el contrato una fecha de inicio y de conclusión, incluya una descripción exacta y detallada de los trabajos a realizar, el costo total, el plan de pagos exacto y la garantía apropiada. (Si el contrato se basa en una tarifa por horas o en los costos, obtenga un estimado del costo total e inclúyalo en el contrato escrito).
9. Pague siempre con cheque o giro bancario (money order) y conserve un recibo. Haga todos los cheques a nombre de la compañía, no a nombre del trabajador. Asegúrese de que todos los contratistas reciban sus pagos para evitar que pongan un gravamen sobre su propiedad.
10. Mantenga una copia firmada y legible del contrato en un sitio seguro.
11. **Podría tener consecuencias legales adversas si firma un certificado de finalización o hace el pago final sin estar satisfecho con el trabajo realizado. Le conviene resolver su disputa o contactar a un abogado antes de firmar un certificado de finalización o hacer el pago final.** Conserve copias de todos los recibos de materiales para asegurarse de recibir los bienes y servicios que ha pagado. Documente los trabajos de reparación con fotografías o videos, independientemente de si considera que el trabajo ha sido terminado.

LISTA DE VERIFICACIÓN

- Nombre del contratista, dirección y número telefónico
- Empresa aseguradora, número y monto de la póliza
- Empresa de fianzas, número y monto de la fianza
- Número de la licencia de contratista de Tennessee
- Verificación de las referencias
- Contrato escrito

OTRAS SUGERENCIAS PARA LOS CONSUMIDORES SOBRE LAS TEMPESTADES

Falsos funcionarios para desastres

Solicite siempre una identificación a cualquier funcionario que se presente en su hogar o refugio temporal. Algunos estafadores expertos dicen ser funcionarios gubernamentales que le ayudarán a recibir pagos de asistencia a cambio de una tarifa de "procesamiento". Otros se hacen pasar por inspectores de seguridad o empleados de servicios públicos que indican la necesidad de realizar trabajos inmediatamente. Algunos hasta dicen que pueden obtener fondos de FEMA a cambio de una tarifa. FEMA no cobra tarifas para presentar solicitudes. Incluso, ninguna agencia gubernamental cobra tarifas de solicitud. Verifique las credenciales de cualquier persona que ofrezca préstamos de bajo interés del gobierno. Llame a dichas agencias cuando sea necesario para confirmar la identidad de dichas personas.

RECUPERACIÓN DESPUÉS DE INUNDACIONES

Podría parecerle que ha perdido su hogar y el contenido del mismo, pero es posible que pueda recuperar algunas de sus pertenencias.

Tenga cuidado. Los peligros no desaparecen después de que baja el nivel del agua. La fundación de su hogar puede haberse debilitado, el sistema eléctrico puede haberse puesto en cortocircuito y el agua puede haber arrastrado cosas que podrían enfermarle. Si una cosa no parece segura, tírela a la basura. Evite cualquier lesión o infección.

Pida ayuda. Muchas personas pueden encargarse de las tareas de limpieza y reparación. Pero si tiene preguntas técnicas o algo le incomoda, obtenga ayuda profesional. Si se declara un desastre federal, generalmente se publica una línea telefónica directa que ofrece información sobre agencias que proveen programas de asistencia pública, privada o voluntaria para recuperación por inundaciones.

A prueba de inundaciones. Si existe la posibilidad de que su vivienda se pueda volver a inundar algún día, usted puede ahorrar mucho dinero impermeabilizándola mientras la repara y reconstruye. También puede estar preparado para la siguiente inundación si compra un seguro contra inundaciones y escribe un plan de respuesta.

Para obtener información adicional, lea la publicación de la Cruz Roja sobre reparaciones debido a inundaciones (Repairing Your Flooded Home) en: www.redcross.org.

NO SEA



ESTAFADO



www.tn.gov/consumer

Índice

Fraudes en subastas1

Cheques de gerencia falsos.....1

Fraudes con tarjetas de crédito1

Eliminación de deudas2

DHL/UPS.....2

Oportunidades de empleo o negocios.....2

Fraudes con servicios de depósitos en garantía (escrow).....3

Hurto de identidad3

Extorsión por Internet.....4

Inversiones fraudulentas4

Loterías4

La Carta de Nigeria o “419”5

Suplantación de identidad (Phishing/Spoofing).....5

Fraudes de Ponzi o de pirámide5

Reenvíos6

Cobro de fondos por terceros6

Transferencias de dinero fraudulentas6

 Loterías y concursos fraudulentos:6

 Fraudes de sobrepagos6

 Fraudes por relaciones7

 Fraudes de “comprador misterioso”7

 Fraudes de compras en Internet7

 Fraudes de alquileres de apartamentos7

 Fraudes de tarifas adelantadas para préstamos8

 Fraudes de emergencias o familiares en apuros.....8

Fraudes en subastas

- Antes de hacer una oferta, contacte al vendedor y haga las preguntas que sean necesarias.
- Examine las respuestas del vendedor.
- Tenga cuidado cuando trate con personas que estén fuera de su país.
- Comprenda las políticas de reembolsos, retornos y garantías.
- Verifique los cargos de envío antes de hacer la compra.
- Tenga cuidado si el vendedor solo acepta transferencias cablegráficas o efectivo.
- Si se utiliza un servicio de depósitos en garantía, asegúrese de que sea legítimo.
- Considere asegurar su compra.
- Tenga cuidado con ofertas no solicitadas.



Cheques de gerencia falsos

- Inspeccione el cheque de gerencia.
- Asegúrese que los montos en letras y números sean iguales.
- Asegúrese que no se brille el número de cuenta en el cheque.
- Asegúrese que la firma del girador no haya sido calcada.
- Generalmente los cheques oficiales tienen un lado perforado.
- Busque añadiduras, borraduras u otras alteraciones en el cheque.
- Contacte a la institución financiera emisora para verificar la autenticidad del cheque.
- Obtenga el número telefónico del banco de una fuente confiable, no del mismo cheque.
- Tenga cuidado cuando trate con personas que estén fuera de su país.

Fraudes con tarjetas de crédito

- Asegúrese de que un sitio de Internet sea seguro y confiable antes de dar su número de tarjeta de crédito.
- No confíe en un sitio de Internet solo porque indique que es seguro.
- Si compra mercancía, asegúrese de que provenga de una fuente confiable.
- Concilie prontamente los estados de cuenta de sus tarjetas de crédito para evitar cargos no autorizados.
- Indague usted mismo la autenticidad de una persona o empresa.



- Tenga cuidado con proporcionar su información sobre tarjetas de crédito cuando se pide en cartas postales no solicitadas.

Eliminación de deudas

- Sepa con quién está tratando — haga su propia investigación.
- Obtenga el nombre, la dirección y el número telefónico de la persona o compañía.
- Investigue a la persona o compañía para verificar su autenticidad.
- Contacte a la Oficina de Buenas Prácticas Comerciales (Better Business Bureau) para verificar la autenticidad de la compañía.
- Tenga cuidado cuando trate con personas que estén fuera de su país.
- Asegúrese de que comprenda los términos y condiciones de cualquier acuerdo.
- Cuídese de negocios cuya dirección sea un apartado o una casilla de correo.
- Solicite nombres de otros clientes de la persona o compañía y contáctelos.
- Si suena demasiado bueno para ser cierto, probablemente lo sea.



DHL/UPS

- Cuídese de personas que usan el logotipo de DHL o UPS en correos electrónicos.
- Sea precavido si le piden que transfiera dinero para pagar bienes antes de que sean enviados.
- Recuerde que DHL y UPS generalmente no cobran pagos directamente a los clientes.
- DHL o UPS solamente cobran tarifas asociadas con envíos de mercancía y nunca con otros costos relacionados con transacciones en línea.
- Contacte a DHL o UPS para confirmar la autenticidad de los correos electrónicos que reciba.

Oportunidades de empleo o negocios

- Tenga cuidado con afirmaciones exageradas sobre la efectividad de un producto.
- No confíe en afirmaciones exageradas de posibles ganancias o rendimientos.
- Cuídese si le piden dinero por adelantado para obtener instrucciones o productos.
- Sea cauteloso si la oferta de empleo indica “no requiere experiencia previa”.
- No entregue su número de seguro social durante el contacto inicial con un empleador posible.

- Tenga cuidado cuando trate con personas que estén fuera de su país.
- Sea precavido cuando responda a correos electrónicos no solicitados que le ofrecen trabajar desde su hogar.
- Investigue a la compañía para verificar su autenticidad.
- Contacte a la Oficina de Buenas Prácticas Comerciales (Better Business Bureau) para verificar la autenticidad de la compañía.

Fraudes con servicios de depósitos en garantía (Escrow)

- Escriba siempre la dirección del sitio web en vez de hacer clic en el vínculo proporcionado.
- Un sitio web legítimo es siempre único y no imita la labor de otras compañías.
- Tenga cuidado si un sitio web solicita pagos a nombre de un “agente” en vez de a una entidad corporativa.
- Cuídese de sitios que aceptan depósitos en garantía solamente a través de transferencias o dinero electrónico.
- Fíjese si hay errores ortográficos, defectos gramaticales o información inconsistente.
- Tenga cuidado con sitios web que cobran tarifas muy bajas para depósitos en garantía.



Hurto de identidad

- Verifique la seguridad de los sitios web antes de proporcionar su número de tarjeta de crédito.
- Investigue la empresa o el sitio web para verificar su autenticidad.
- Intente obtener una dirección física en vez de un apartado o una casilla de correo.
- Nunca deseche sus tarjetas de crédito o estados de cuenta bancarios de forma que los puedan utilizar.
- Fíjese si no le ha llegado alguna cuenta ya que podría indicar que ha sido intervenida.
- Cuídese de estafas en las cuales le piden que divulgue información personal.
- Nunca dé su número de tarjeta de crédito por teléfono a menos que usted haya hecho la llamada.
- Revise mensualmente sus estados de cuenta crediticios para detectar actividades fraudulentas.
- Reporte tan pronto sea posible cualquier transacción no autorizada a su banco o empresa de tarjeta de crédito.
- Examine su informe de crédito como mínimo una vez al año.

Extorsión por Internet

- Proteja su seguridad detrás de múltiples barreras para interponer numerosos obstáculos ante los intrusos.
- Instale sistemas de seguridad en todos los posibles puntos de entrada.
- Identifique todas las unidades que están conectadas a Internet y evalúe el mecanismo de defensa que utilizan.
- Determine si sus servidores utilizan puertos que tienen vulnerabilidades conocidas.
- Asegúrese de que su software tenga instaladas las revisiones más actualizadas.



Inversiones fraudulentas

- Si una “oportunidad” parece demasiado buena para ser cierta, probablemente lo sea.
- Cuidado con promesas de obtener ganancias rápidamente.
- No invierta en nada a menos que comprenda las condiciones.
- No asuma que una empresa es legítima por el “aspecto” del sitio web.
- Sea cauteloso cuando responda a ofertas de inversiones que reciba a través de cartas no solicitadas.
- Tenga cuidado con inversiones que ofrecen grandes retornos a cambio de poco o ningún riesgo.
- Verifique por cuenta propia los términos de cualquier inversión que vaya a hacer.
- Investigue las partes involucradas y la naturaleza de la inversión.
- Tenga cuidado cuando trate con personas que estén fuera de su país.
- Contacte a la Oficina de Buenas Prácticas Comerciales (Better Business Bureau) para verificar la autenticidad de la compañía.



Loterías

- Si los premios de una lotería parecen demasiado buenos para ser ciertos, probablemente lo sean.
- Tenga cuidado cuando trate con personas que estén fuera de su país.
- Sea cauteloso si no recuerda haberse inscrito en una lotería o un concurso.
- Tenga cuidado si lo llaman por teléfono para informarle que ha ganado una lotería.
- Cuidese de loterías que cobran una tarifa antes de entregarle el premio.
- Cuidese de solicitudes de enviar dinero adicional con el fin de calificarlo para futuros premios.

- Las leyes federales prohíben participar en loterías del extranjero por correo o teléfono.

La Carta de Nigeria o “419”

- Si una “oportunidad” parece demasiado buena para ser cierta, probablemente lo sea.
- No responda a correos electrónicos que soliciten su información bancaria personal.
- Cuidese con personas que aseguran ser funcionarios de gobiernos extranjeros.
- Tenga cuidado cuando trate con personas que estén fuera de su país.
- Sea precavido si le piden que ayude a colocar grandes sumas de dinero en una cuenta bancaria de otro país.
- No crea en promesas de pagarle grandes sumas de dinero a cambio de su cooperación.
- Proteja cuidadosamente la información de sus cuentas.
- Tenga cuidado si le piden pagar tarifas adicionales para continuar una transacción.



Suplantación de identidad (Phishing/Spoofing)

- No confíe en correos electrónicos no solicitados que le pidan información personal.
- No llene formularios en correos electrónicos que le pidan información personal.
- Compare siempre los vínculos en el correo electrónico con el vínculo al cual lo envían.
- Conéctese al sitio web oficial en vez de hacerlo a través del vínculo en el correo electrónico no solicitado.
- Contacte a la empresa desde la cual se le envió supuestamente el correo electrónico para verificar su autenticidad.

Fraudes de Ponzi o de pirámide

- Si una “oportunidad” parece demasiado buena para ser cierta, probablemente lo sea.
- Cuidado con promesas de obtener ganancias rápidamente.
- Estudie cuidadosamente cualquier inversión antes seleccionarla.
- Investigue bien con quién elige hacer inversiones.
- Asegúrese de comprender bien la inversión antes de involucrarse.
- Tenga cuidado si le piden que solicite la participación de más inversionistas.



- Verifique independientemente la autenticidad de cualquier inversión.
- Tenga cuidado con las referencias que le proporcione el promotor de la inversión.

Reenvíos

- Tenga cuidado si le piden que envíe paquetes a la “sede de una empresa situada en otro país”.
- Tenga cuidado cuando trate con personas que estén fuera de su país.
- Sea cauteloso si la persona indica que su país no permite recibir envíos comerciales directamente de los Estados Unidos.
- Tenga cuidado si la dirección del destinatario es la suya pero no así el nombre en el paquete.
- Nunca proporcione su información personal a desconocidos en salones de chat.
- No acepte paquetes que no haya pedido.
- Si recibe paquetes que no ha pedido, rechácelos en la entrega o contacte a la compañía que los envió.



Cobro de fondos por terceros

- No se comprometa a aceptar pagos electrónicos por subastas en las que no ha participado.
- Tenga cuidado si la persona afirma que el gobierno de su país dificulta la transferencia de este tipo de fondos.
- Sea cauteloso si la oferta de empleo indica “no requiere experiencia previa”.
- Tenga cuidado cuando trate con personas que estén fuera de su país.

Transferencias de dinero fraudulentas

Las transferencias de dinero fraudulentas pueden involucrar relatos dramáticos o persuasivos. Algunos ejemplos de estos relatos son:

Loterías y concursos fraudulentos: La carta dice que usted ha ganado una lotería. Lo único que tiene que hacer es depositar un cheque de gerencia que se adjunta y transferir dinero para cubrir “impuestos” y “tarifas”. Independientemente de lo legítimo que parezca el cheque, es falso. Cuando rebote, usted habrá perdido el dinero que envió.

Fraudes de sobrepagos: Alguien responde su aviso para vender un producto y ofrece pagarle con cheque de gerencia, cheque personal o cheque corporativo. Pero en el último momento, el comprador (u otra persona relacionada) encuentra una razón para entregarle un cheque por una cantidad superior al precio de venta y le pide que transfiera la diferencia electrónicamente. El cheque falso podría engañar a los cajeros del banco, pero eventualmente rebotará y usted tendrá que cubrirlo.

Fraudes por relaciones: Usted conoce a alguien a través de un servicio de citas en Internet y comienzan a corresponderse. Se envían mensajes, hablan por teléfono, se intercambian fotografías y hasta planifican su boda. Pero él le informa que tiene que viajar a Nigeria u otro país por motivo de trabajo. Una vez ahí, solicita su ayuda: ¿Puede transferirle dinero para ayudarlo temporalmente? La primera transferencia podría ser pequeña, pero después le pide más –para ayudarlo a recuperar dinero que le debe el gobierno, a cubrir costos por una enfermedad o una cirugía repentina para su hijo o hija, para pagar el vuelo de regreso a los Estados Unidos– siempre con la promesa de que le devolverá el dinero. Usted podría recibir documentos o llamadas de abogados que “comprueban” lo anterior. Pero por más real que parezca la relación, es una estafa. Usted perderá el dinero que transfirió, junto con la persona que pensaba que conocía tan bien.



Fraudes de “comprador misterioso”: Lo contratan para ser un comprador misterioso y le piden que evalúe el servicio de atención al cliente de una empresa de transferencia de dinero. Se le envía un cheque para que lo deposite en su cuenta bancaria e instrucciones para que retire la cantidad en efectivo y la transfiera, generalmente a Canadá u otro país, a través de su servicio cablegráfico. Cuando se descubre que el cheque es falso, usted ya ha perdido su dinero.

Fraudes de compras en Internet: Usted compra algo en línea y el vendedor insiste que el único método de pago aceptable es una transferencia de dinero. Solicite pagar con tarjeta de crédito, un servicio de depósitos en garantía u otro método. Si paga en línea con una tarjeta de crédito o tarjeta de cargo, su transacción estará protegida por la Ley de facturación crediticia justa (Fair Credit Billing Act). Si le insisten que pague con una transferencia de dinero, es probable que nunca reciba su producto, ni su dinero.



Fraudes de alquileres de apartamentos: Al buscar un apartamento o propiedad vacacional en alquiler, encuentra una opción perfecta por un excelente precio. Puede reservar la propiedad si transfiere dinero para cubrir la tarifa de reserva, el depósito de garantía y el primer mes de alquiler. Después de transferir el dinero usted descubre que ha desaparecido y no existe tal propiedad. Un estafador obtuvo un aviso de alquiler de propiedad legítimo, cambió la información de contacto y publicó el aviso modificado en otros sitios. O bien, publicó un sitio que no está en alquiler o no existe por un precio inferior al del mercado para atraerlo. Si usted es quien ofrece una propiedad en alquiler, cuídese de lo contrario: un posible arrendatario le informa que ha decidido cancelar su depósito y le pide que le devuelva su dinero mediante una transferencia antes de que usted se dé cuenta de que le había entregado un cheque falso.



División de Asuntos del Consumidor de Tennessee



Formulario para quejas

500 James Robertson Parkway, 12th Floor
Davy Crockett Tower
Nashville, TN 37243
615-741-4737

www.tn.gov/consumer



Contáctenos



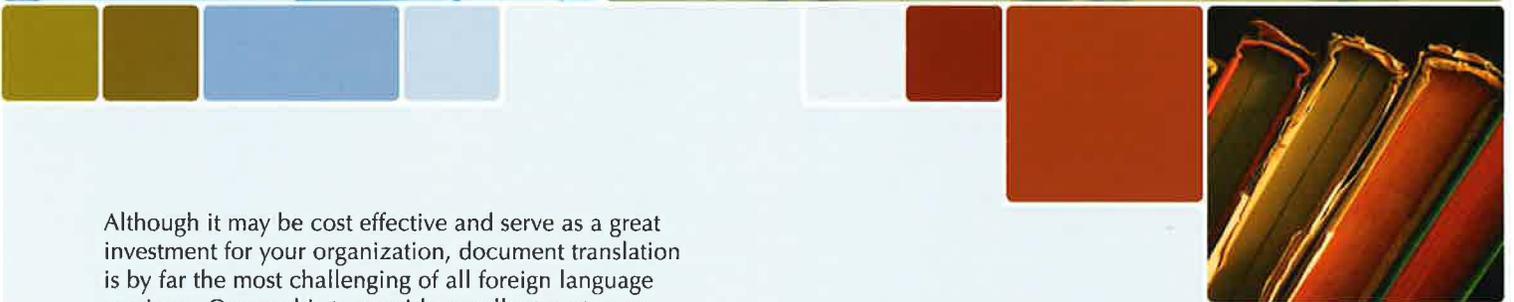
Departamento de Comercio y Seguros, autorización No. 335397, 3,000 copias, July de 2011. Este documento público fue promulgado a un costo de \$0.49 por copia.

El costo para esta publicación provino de un fondo de reserva sin costo alguno para los contribuyentes de Tennessee.

Appendix S

Language Identification Guide

| | | |
|--------------------------------|--|--------------------|
| Do you speak English? | Point here and an interpreter will be assigned to you, at no cost. | English |
| ¿Habla Español? | Señale aquí y se le asignará un intérprete sin costo. | Spanish |
| Eske ou pale kreyòl | Pwen isit la e yon entèprèt ap vin ede'w gratis. | Haitian Creole |
| هل تتكلم العربية؟ | أشر هنا والمترجم سيكون موجوداً مجاناً. | Arabic |
| ته كوردی دهئاخقی؟ | ئیشارمت قیری بکه ته رجومان بۆ ته حازر دکهین ، به خورای. | Kurdish (Behdini) |
| ئایا کوردی قسه دهکەیت؟ | ئیشارمت لیڤه بکه موته رجیمت بۆئاماده دهکەین ، به خوڤرای. | Kurdish (Sorani) |
| Bạn nói tiếng Việt phải không? | Chỉ vào đây và sẽ có người thông dịch viên giúp đỡ Bạn, Bạn không phải trả gì hết. | Vietnamese |
| Maku hadashaa afka somaaliga? | Halkaan farta ku-fiiq turjubaan lacag la-an ayaad heleysaa. | Somali |
| Da li govorite Bosanski? | Pokažite ovdje I prevodilac će vam biti obezbijedžen, besplatno. | Bosnian |
| Parlez-vous français? | Ici, un interpreteur sera assigné pour vous, sans avoir payé. | French |
| ທ່ານເວົ້າພາສາລາວແມ່ນບໍ່? | ກະຮຸນາຍອກເຈົ້າໜ້າທີ່ຕາມນີ້ຈະມີນາຍພາສາມາແປໃຫ້ທ່ານໂດຍບໍ່ໄດ້ເສັງເງິນ. | Laotian |
| 你會講中文嗎? | 請點在這裡我們為你免費提供翻譯服務。 | Chinese (Mandarin) |
| 日本語を話せますか？ | ここを指して下さい。無料の通訳者を指定します。 | Japanese |
| Je-una azungumza kiswahili? | Nyosha kidola hapa na utatafsiriwa bila kulipa chochote. | Kiswahili |
| Voce fala Português? | Aperte aqui e um intérprete lhe será fornecido sem custo algum. | Portuguese |
| क्या आप हिंदी बोल सकते हैं ? | इशारा यहाँ पर किजिये, भाषांतर करनेवाले विनामुल्य मिल जायेंगे। | Hindi |
| 한국어를 하십니까? | 이곳을 지적해주시면 통역자가 무료로 호출됩니다. | Korean |
| Вы говорите по-русски? | Укажите сюда, и совершенно бесплатно Вам будет предоставлен переводчик. | Russian |
| እማርኛ ይናገሩሉን? | በጣትዎ ወደዚህ ያመልክቱ ያለምንም ክፍያ እስተርጓሚ ይመደብሉታል! | Amharic |
| آیا شما فارسی صحبت میکنید؟ | تروصیح مترجم کیهیندک هراشا اجنیا بهرگا رایگان در اختیار شما قرار میگیرد. | Farsi |
| Jin kueni Thuok nuera? | Wane eme deri thuok nuera jek ke kuic du a thil kok. | Nuer |
| હમને ગુજરાતી બોલી શકો છો? | અહીંયા ઇશારો કરો, ભાષાંતર કરનાર વિનામુલ્યે મળી જશે. | Gujarati |
| Türkçe biliyormusunuz? | Burayı gösterirseniz, ücretsiz tercuman size yardım edecektir. | Turkish |
| คุณพูดภาษาไทยหรือเปล่า? | กรุณาบอกให้ทราบด้วยถ้าคุณต้องการคนแปล | Thai |
| Afaan Oromoo nidubata | Harkake asiti baasi gargasa Afaan hikaa malaqa duwa argaata. | Oromo |



Although it may be cost effective and serve as a great investment for your organization, document translation is by far the most challenging of all foreign language services. Our goal is to provide excellent customer service through accuracy and quality without losing the comfort and clarity provided to your client.

Experience...

At AVAZA, we understand the difficulties of document translation. We work to combine our processes with nationwide standards to relay your message in an efficient manner that best reflects the intent of the document. Document translation requires our enhanced understanding of active languages and culture, and combining it with our knowledge of healthcare, business and judicial terms and/or practices. Together with processes that ensure accuracy and knowledge of multi-platform applications, we can coordinate all your translation needs quickly and precisely.

Professional Training...

AVAZA translators follow nationwide standards in translation (ATA, ASTM) from the leading training organizations and curriculums. Although the ATA is the nation's leading source and our preferred choice for training, we continually adopt standards and processes throughout the nation that guarantee the best practices.

Our Commitment...

Each translation request is a coordinated project that starts with an assigned translator. Once resources are gathered and processed, translation will begin. Two stages of proofing (same dialect and alternative dialect) follow to ensure accuracy as well as correctness of terms. The final draft will be returned to the translation manager to be processed, formatted and converted into relevant digital files to be sent to you.

Delivery of Services...

- Multi-step process for translating and proofing to ensure accuracy and quality
- Certified Translators
- Over 120 languages
- No machine or translation software
- Mastery in active languages
- Multi-platform and program compatibility
- Localization

**Translation is written,
Interpreting is spoken.
Translators translate,
Interpreters interpret.**

Language Identification Guide

| | | |
|--------------------------------|--|--------------------|
| Do you speak English? | Point here and an interpreter will be assigned to you, at no cost. | English |
| ¿Habla Español? | Señale aquí y se le asignará un intérprete sin costo. | Spanish |
| Eske ou pale kreyòl | Pwen Isit la e yon entèprèt ap vin ede'w gratis. | Haitian Creole |
| هل تتكلم العربية ؟ | أشر هنا والمترجم سيكون موجوداً مجاناً. | Arabic |
| ته كوردی دهئاخقی ؟ | ئیشارمت ئیترئ بکه ته رجومان بۆ ته حازر دکهین ، به خورای. | Kurdish (Behdini) |
| نایا کوردی قسه دهکهیت ؟ | ئیشارمت لیره بکه موته رجیمت بۆ ناماده دهکهین ، به خورای. | Kurdish (Sorani) |
| Bạn nói tiếng Việt phải không? | Chỉ vào đây và sẽ có người thông dịch viên giúp đỡ Bạn, Bạn không phải trả gì hết. | Vietnamese |
| Maku hadashaa afka soomaaliga? | Halkaan farta ku-fiiq turjubaan lacag la-an ayaad heleysaa. | Somali |
| Da li govorite Bosanski? | Pokažite ovdje i prevodilac će vam biti obezbijedžen, besplatno. | Bosnian |
| Parlez-vous français? | Ici, un interpreteur sera assigné pour vous, sans avoir payé. | French |
| ທ່ານເວົ້າພາສາລາວແມ່ນບໍ່? | ກະລຸນາບອກເຈົ້າໜ້າທີ່ຕາມນີ້ຈະມີນາຍພາສາມາແປໃຫ້ທ່ານໂດຍບໍ່ໄດ້ເສັງເງິນ. | Laotian |
| 你會講中文嗎? | 請點在這裡我們為你免費提供翻譯服務。 | Chinese (Mandarin) |
| 日本語を話せますか ? | ここを指して下さい。 無料の通訳者を指定します。 | Japanese |
| Je-una azungumza kiswahili? | Nyosha kidola hapa na utatafsiriwa bila kulipa chochote. | Kiswahili |
| Voce fala Português? | Aperte aqui e um intérprete lhe será fornecido sem custo algum. | Portuguese |
| क्या आप हिंदी बोल सकते हैं ? | इशारा यहाँ पर किजिये, भाषांतर करनेवाले विनामुल्य मिल जायेंगे । | Hindi |
| 한국어를 하십니까? | 이곳을 지적해주시면 통역자가 무료로 호출됩니다. | Korean |
| Вы говорите по-русски? | Укажите сюда, и совершенно бесплатно Вам будет предоставлен переводчик. | Russian |
| እግርኛ ይናገሩሉ?? | በገጽዎ ወደዚህ ያመልክቱ ያለምንም ክፍያ እስተርጓሚ ይመደብሉታል! | Amharic |
| آیا شما فارسی صحبت می کنید ؟ | تروصده مترجم کینگدینک هراشا اجنیا بهرگا رایگان در اختیار شما قرار میگیرد. | Farsi |
| Jin kueni Thuok nuera? | Wane eme deri thuok nuera jek ke kuic du a thil kok. | Nuer |
| તમે ગુજરાતી બોલી શકો છો? | અહીંયા ઇશારો કરો, ભાષાંતર કરનાર વિનામુલ્યે મળી જશે. | Gujarati |
| Türkçe biliyormusunuz? | Burayı gösterirseniz, ücretsiz tercuman size yardım edecektir. | Turkish |
| คุณพูดภาษาไทยหรือเปล่า? | กรุณาบอกให้ทราบด้วยถ้าคุณต้องการคนแปล | Thai |
| Afaan Oromoo nidubata | Harkake asiti baasi gargasa Afaan hikaa malaqa duwa argaata. | Oromo |

Equal Employment Opportunity is **THE LAW**

Private Employers, State and Local Governments, Educational Institutions, Employment Agencies and Labor Organizations

Applicants to and employees of most private employers, state and local governments, educational institutions, employment agencies and labor organizations are protected under Federal law from discrimination on the following bases:

RACE, COLOR, RELIGION, SEX, NATIONAL ORIGIN

Title VII of the Civil Rights Act of 1964, as amended, protects applicants and employees from discrimination in hiring, promotion, discharge, pay, fringe benefits, job training, classification, referral, and other aspects of employment, on the basis of race, color, religion, sex (including pregnancy), or national origin. Religious discrimination includes failing to reasonably accommodate an employee's religious practices where the accommodation does not impose undue hardship.

DISABILITY

Title I and Title V of the Americans with Disabilities Act of 1990, as amended, protect qualified individuals from discrimination on the basis of disability in hiring, promotion, discharge, pay, fringe benefits, job training, classification, referral, and other aspects of employment. Disability discrimination includes not making reasonable accommodation to the known physical or mental limitations of an otherwise qualified individual with a disability who is an applicant or employee, barring undue hardship.

AGE

The Age Discrimination in Employment Act of 1967, as amended, protects applicants and employees 40 years of age or older from discrimination based on age in hiring, promotion, discharge, pay, fringe benefits, job training, classification, referral, and other aspects of employment.

SEX (WAGES)

In addition to sex discrimination prohibited by Title VII of the Civil Rights Act, as amended, the Equal Pay Act of 1963, as amended, prohibits sex discrimination in the payment of wages to women and men performing substantially equal work, in jobs that require equal skill, effort, and responsibility, under similar working conditions, in the same establishment.

GENETICS

Title II of the Genetic Information Nondiscrimination Act of 2008 protects applicants and employees from discrimination based on genetic information in hiring, promotion, discharge, pay, fringe benefits, job training, classification, referral, and other aspects of employment. GINA also restricts employers' acquisition of genetic information and strictly limits disclosure of genetic information. Genetic information includes information about genetic tests of applicants, employees, or their family members; the manifestation of diseases or disorders in family members (family medical history); and requests for or receipt of genetic services by applicants, employees, or their family members.

RETALIATION

All of these Federal laws prohibit covered entities from retaliating against a person who files a charge of discrimination, participates in a discrimination proceeding, or otherwise opposes an unlawful employment practice.

WHAT TO DO IF YOU BELIEVE DISCRIMINATION HAS OCCURRED

There are strict time limits for filing charges of employment discrimination. To preserve the ability of EEOC to act on your behalf and to protect your right to file a private lawsuit, should you ultimately need to, you should contact EEOC promptly when discrimination is suspected:

The U.S. Equal Employment Opportunity Commission (EEOC), 1-800-669-4000 (toll-free) or 1-800-669-6820 (toll-free TTY number for individuals with hearing impairments). EEOC field office information is available at www.eeoc.gov or in most telephone directories in the U.S. Government or Federal Government section. Additional information about EEOC, including information about charge filing, is available at www.eeoc.gov.

Employers Holding Federal Contracts or Subcontracts

Applicants to and employees of companies with a Federal government contract or subcontract are protected under Federal law from discrimination on the following bases:

RACE, COLOR, RELIGION, SEX, NATIONAL ORIGIN

Executive Order 11246, as amended, prohibits job discrimination on the basis of race, color, religion, sex or national origin, and requires affirmative action to ensure equality of opportunity in all aspects of employment.

INDIVIDUALS WITH DISABILITIES

Section 503 of the Rehabilitation Act of 1973, as amended, protects qualified individuals from discrimination on the basis of disability in hiring, promotion, discharge, pay, fringe benefits, job training, classification, referral, and other aspects of employment. Disability discrimination includes not making reasonable accommodation to the known physical or mental limitations of an otherwise qualified individual with a disability who is an applicant or employee, barring undue hardship. Section 503 also requires that Federal contractors take affirmative action to employ and advance in employment qualified individuals with disabilities at all levels of employment, including the executive level.

DISABLED, RECENTLY SEPARATED, OTHER PROTECTED, AND ARMED FORCES SERVICE MEDAL VETERANS

The Vietnam Era Veterans' Readjustment Assistance Act of 1974, as amended, 38 U.S.C. 4212, prohibits job discrimination and requires affirmative action to employ and advance in employment disabled veterans, recently separated veterans (within

three years of discharge or release from active duty), other protected veterans (veterans who served during a war or in a campaign or expedition for which a campaign badge has been authorized), and Armed Forces service medal veterans (veterans who, while on active duty, participated in a U.S. military operation for which an Armed Forces service medal was awarded).

RETALIATION

Retaliation is prohibited against a person who files a complaint of discrimination, participates in an OFCCP proceeding, or otherwise opposes discrimination under these Federal laws.

Any person who believes a contractor has violated its nondiscrimination or affirmative action obligations under the authorities above should contact immediately:

The Office of Federal Contract Compliance Programs (OFCCP), U.S. Department of Labor, 200 Constitution Avenue, N.W., Washington, D.C. 20210, 1-800-397-6251 (toll-free) or (202) 693-1337 (TTY). OFCCP may also be contacted by e-mail at OFCCP-Public@dol.gov, or by calling an OFCCP regional or district office, listed in most telephone directories under U.S. Government, Department of Labor.

Programs or Activities Receiving Federal Financial Assistance

RACE, COLOR, NATIONAL ORIGIN, SEX

In addition to the protections of Title VII of the Civil Rights Act of 1964, as amended, Title VI of the Civil Rights Act of 1964, as amended, prohibits discrimination on the basis of race, color or national origin in programs or activities receiving Federal financial assistance. Employment discrimination is covered by Title VI if the primary objective of the financial assistance is provision of employment, or where employment discrimination causes or may cause discrimination in providing services under such programs. Title IX of the Education Amendments of 1972 prohibits employment discrimination on the basis of sex in educational programs or activities which receive Federal financial assistance.

INDIVIDUALS WITH DISABILITIES

Section 504 of the Rehabilitation Act of 1973, as amended, prohibits employment discrimination on the basis of disability in any program or activity which receives Federal financial assistance. Discrimination is prohibited in all aspects of employment against persons with disabilities who, with or without reasonable accommodation, can perform the essential functions of the job.

If you believe you have been discriminated against in a program of any institution which receives Federal financial assistance, you should immediately contact the Federal agency providing such assistance.

STATE OF TENNESSEE
EXECUTIVE ORDER
BY THE GOVERNOR

NO. 3

AN ORDER CONCERNING NONDISCRIMINATION IN EMPLOYMENT PRACTICES
OF THE
EXECUTIVE BRANCH

WHEREAS, one of the principal initiatives of this Administration is the recruitment of additional jobs and the development of a workforce having the education, training and skills necessary (i) to attract new employers and induce existing employers to increase their workforce, and (ii) to perform and carry out those responsibilities in an exemplary manner; and

WHEREAS, this Administration intends to set an example illustrating the highest standards of employment practices, policies and procedures in order to attract, train, promote and retain qualified employees who are performing at the highest level; and

WHEREAS, a policy showing that the Executive Branch does not discriminate on the basis of race, gender, color, national origin, religion, age, or against otherwise qualified individuals with disabilities in employment matters is not only mandated by law, but it is also critical to maintaining the integrity and trust in State government and setting the standard for all employers in the State of Tennessee, both present and future.

NOW THEREFORE, by virtue of the power and authority vested in me by the Tennessee Constitution and the laws of the State of Tennessee, I, Bill Haslam, Governor of the State of Tennessee, do hereby declare that it is the resolute and steadfast policy of the State of Tennessee to afford equal opportunity to all citizens in all aspects of state government.

This policy specifically prohibits discrimination on the basis of race, gender, color, national origin, religion, age, political affiliation or against otherwise qualified individuals with disabilities.

The Commissioner of Human Resources is hereby directed to review current employment practices and procedures to ensure compliance with this policy of nondiscrimination. In particular, the Commissioner of Human Resources and the Commissioner of Labor and Workforce Development are directed to take appropriate measures to emphasize the recruitment, training, employment, promotion, recognition and retention of qualified minorities, veterans, women, disabled individuals and older Tennesseans to serve at all levels of State government. Those responsible in the Executive Branch for employing and appointing persons to positions with boards, commissions, agencies and divisions of the Executive Branch shall take comparable steps to comply with this overriding policy of nondiscrimination.

The Commissioner of Economic and Community Development is hereby directed to inform and instruct all companies considering Tennessee as a business location that this prevailing policy of nondiscrimination must be reflected in their employment practices and workforces in Tennessee.

It is imperative that the workforce filling state positions accurately reflect the citizens that they serve. The Commissioner of Labor and Workforce Development and the Commissioner of Human Resources shall

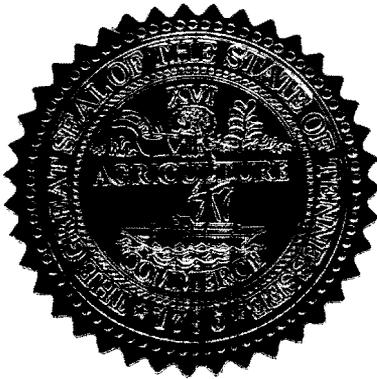
report periodically to the Deputy Governor and Chief of Staff on the steps taken to comply with and carry out the policy and directives of this Order. Any employee of the Executive Branch found in violation of the policy shall be subject to appropriate disciplinary action.

This Executive Order is intended only to improve the internal management of the Executive Branch of the State of Tennessee and does not create any right to administrative or judicial review, or any other right or benefit, substantive or procedural, enforceable at law or equity by a party against the State of Tennessee, its agencies or instrumentalities, its officers or employees, or any other person. Nor does it permit or in any way require the lowering of any job requirements, performance standards, or qualifications for positions.

A copy of this Order shall be placed in conspicuous locations in all state facilities.

Executive Order No. 3 supercedes and rescinds Executive Order No. 13 dated October 9, 2003 and any and all other executive orders and implementing directives and memoranda on the same subject.

IN WITNESS WHEREOF, I have subscribed my signature and caused the Great Seal of the State of Tennessee to be affixed this 15th day of January, 2011.



Bill Haslam, Governor

Attest:

Secretary of State

TENNESSEE LAW PROHIBITS DISCRIMINATION IN EMPLOYMENT

IT IS ILLEGAL TO DISCRIMINATE AGAINST ANY PERSON BECAUSE OF RACE, COLOR, CREED, RELIGION, SEX, AGE, DISABILITY, OR NATIONAL ORIGIN IN RECRUITMENT, TRAINING, HIRING, DISCHARGE, PROMOTION, OR ANY CONDITION, TERM OR PRIVILEGE OF EMPLOYMENT.

If you feel that you have been discriminated against, contact the Tennessee Human Rights Commission.



LA LEY DE TENNESSEE PROHIBE LA DISCRIMINACIÓN EN EL EMPLEO

ES EN CONTRA DE LA LEY DISCRIMINAR EN CONTRA DE CUALQUIER PERSONA DEBIDO EN BASE A LA RAZA, COLOR, CREDO, RELIGIÓN, SEXO, EDAD, INCAPACIDAD U ORIGEN EN EL SELECCIÓN, ENTRENAMIENTO, EMPLEO, AL DESPEDIR, PROMOVER O CUALQUIER CONDICIÓN, TÉRMINO O PRIVILEGIO DE EMPLEO.

Si usted cree que ha sido víctima de discriminación, comuníquese con la Comisión de Derechos Humanos de Tennessee.

CONTACT US/PARA MAS INFORMACIÓN:

TENNESSEE HUMAN
RIGHTS COMMISSION



WILLIAM R. SNODGRASS TENNESSEE TOWER
312 ROSA L. PARKS AVENUE
23RD FLOOR
NASHVILLE, TENNESSEE 37243-1102

PHONE: (615) 741-5825 OR
1-800-251-3589
ESPAÑOL: 1-866-856-1252
WWW.TN.GOV/HUMANRIGHTS