



December 22, 2024

Required Training

Dear Reader:

The following document was created from the CTAS website (ctas.tennessee.edu). This website is maintained by CTAS staff and seeks to represent the most current information regarding issues relative to Tennessee county government.

We hope this information will be useful to you; reference to it will assist you with many of the questions that will arise in your tenure with county government. However, the *Tennessee Code Annotated* and other relevant laws or regulations should always be consulted before any action is taken based upon the contents of this document.

Please feel free to contact us if you have questions or comments regarding this information or any other CTAS website material.

Sincerely,

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Required Training

Reference Number: CTAS-2468

Beginning September 1, 2018, newly elected or appointed county legislative body members will be required to complete orientation training provided by CTAS within 120 days of their election or appointment. T.C.A. § 5-5-113. In addition, those newly elected members will also be required to complete eight hours of continuing education provided or approved by CTAS on an annual basis, including training at conferences and meetings. Incumbents are exempt from the continuing education requirement unless they are separated from office and then subsequently reelected. In addition, any commissioner that has served for eight years or more is exempt from the continuing education requirement.

The comptroller will annually publish a list of commissioners and the hours of training required and the hours each commissioner has obtained.

Counties are authorized and encouraged to pay a \$600 supplement to commissioners who complete the required training.

Source URL: <https://www.ctas.tennessee.edu/eli/required-training>