

City	Email	First Name	Last Name	Phone	Title	Pop	Does your city perform claims management in-house?	Which types of claims are managed in-house? (Please select all that apply)	Which department and position performs the claims management functions? Please enter the title of the position in the corresponding department where the work is performed. If the work is performed in multiple departments, enter all position titles.				Is your city's risk management function housed within the HR department?	Please provide the annual compensation for the person handling those duties within the HR department.	
									Purchasing	Human Resources (HR)	Risk Management	Other		Minimum Annual Salary	Actual Annual Salary
Bartlett	tarchdeacon@cityofbartlett.org	Ted	Archdeacon	(901) 385-5515	Personnel Director	57,786	Yes	On-the-job injuries/illnesses; City property damaged by other parties	n/a	Health & Safety Officer	Health & Safety Officer		Yes	50721	60973
Bristol	mlwilliams@bristoltn.org	Mary Lee	Williams	(423) 989-5526	Human Resources Director	27,147	No								
Chattanooga	sjefferson@chattanooga.gov	Shea	Jefferson	(423) 643-7800	Interim HR Director	181,099	No								
Cleveland	kinmiller@clevelandtn.gov	Kimberly	Miller	(423) 559-3313	Human Resources Director	47,356	Yes	On-the-job injuries/illnesses; General liability; property		Human Resources Department is Combined with Risk Mgmt. All Risk Mgmt. Duties performed by Director & Asst. Director			Yes	Director \$79,804 Asst. Director \$72,385	
Cookeville	csells@cookeville-tn.gov	Carl	Sells	(931) 520-5256	Human Resources Director	34,842	No								
East Ridge	msinigaglio@eastridgetn.gov	Michelle	Sinigaglio	(423) 867-7711	Human Resources Director	22,167	No								
Henderson	jgarland@hendersontn.gov	Jim	Garland	(731) 983-5000	City Recorder, City Court Clerk, Information Systems Director, CMFO	6,308	Yes	On-the-job injuries/illnesses; Property claims*		Human Resources files initial claims but then forwards the claims to PE Partners for actual processing for on-the-job injuries. For general liability, the initial claims are normally passed to our Third-Party Agent (Allison Insurance) for processing by a person not employed by the city. Claims are forwarded to PE Partners, our insurance company.			NO		
Kingsport	tonyafletcher@kingsporttn.gov	Tonya	Fletcher	(423) 229-9400	Secretary	55,442	Yes	On-the-job injuries/illnesses; General liability; Health claims (including dental, vision, etc.) and repricing for medical treatments/prescription medication		Benefits Specialist & Benefits Administrator - health, dental, vision, illnesses, etc.	Risk Manager and Risk Representative - On-the-job-injuries, general liability		No		
Lebanon	sylvia.reichle@lebanontn.org	Sylvia	Reichle	(615) 443-2809	Human Resources Director	38,431	No								
Morristown	tcox@mymorristown.com	Tony	Cox	(423) 581-0100	City Administrator	30,431	No								
Mt. Juliet	jsouthards@mtjuliet-tn.gov	Janet	Southards	(615) 754-2552	Human Resources Manager	39,289	No								
Tullahoma	cbrice@tullahomatin.gov	Casta	Brice	(931) 455-2648	Human Resources Director	20,339	Yes	On-the-job injuries/illnesses		HR Generalist				The risk management responsibilities are shared between HR and Finance. Salaries are reflected in this with no additional compensation, no separate risk management position within these departments.	

* These claims are started within the city but are finalized by PE Partners.