



Justin P. Wilson
Comptroller of the Treasury

COMPTROLLER OF THE TREASURY

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The comptroller of the treasury is a constitutional officer elected by the General Assembly for a term of two years. State statutes prescribe his duties, the most important of which relate to audit of state and local government entities, and participation in the general financial and administrative management of state government.

The comptroller is a member of the Access Improvement Project Committee, Board of Claims, Board of Standards, Contracts for State Service Review Committee, Council on Pension and Insurance, Emergency Communications Board, Governor's Council on Physical Fitness and Health, Health Services and Development Agency, Information Systems Council, Local Education Insurance Committee, Local Government Insurance Committee, Public Records Commission, State Board of Equalization, State Building Commission, State Capitol Commission, State Funding Board, State Government Quality Improvement Task Force, State Insurance Committee, State and Local Government Advisory Committee to Monitor Internet Use, State Trust of Tennessee Board of Directors, Tennessee Advisory Commission on Intergovernmental Relations, Tennessee Baccalaureate Education System Trust, Tennessee Child Care Facilities Corporation, Tennessee Consolidated Retirement System Board of Trustees, Tennessee Governmental Accountability Commission, Tennessee Higher Education Commission, Tennessee Housing Development Authority, Tennessee Industrial Development Authority, Tennessee Industrial Finance Corporation, Tennessee Local Development Authority, Tennessee State School Bond Authority, Tennessee Student Assistance Corporation, Tuition Guaranty Fund Board, Utility Management Review Board, Water and Wastewater Financing Board, and the Workers Compensation Insurance Fund Board Review Committee.

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Born January 4, 1945; married to Barbara Engelhardt; four sons, Justin, Jr., Whitney, Walter and Wesley; Presbyterian; A.B., Stanford University, Advanced Standing, 1967; J.D., Vanderbilt University Law School, 1970; L.L.M. (Taxation), New York University, 1974; proficiency certificate, Università degli Studi di Firenze, 1966; presently Adjunct Professor of Law, Vanderbilt University; member Financial Advisory Board of the U.S. Environmental Protection Agency; immediately prior to election as comptroller of the treasury, member of Nashville law firm Waller Lansden Dortch & Davis; where he previously served on its Executive Committee; chairman, Nashville Electric Board; Deputy Governor for Policy, 1997 – 2003; Commissioner, Environment and Conservation, 1996 – 1997; chairman, Davidson County Metropolitan Health Board; chairman, Community Health Agency of Nashville and Davidson County; foreman, Davidson County Grand Jury; president, Blair School of Music; chairman, Richland Place, a continuous care retirement center; executive committee, Meharry Medical College, Watkins Institute and Environmental Section of the Tennessee Bar Association; chairman, Committee of Visitors, Blair School of Vanderbilt University; member of American Bar Association, Tennessee Bar Association, Nashville Bar Association, and Association of the Bar of the City of New York; admitted to practice law in Tennessee and New York and before various federal courts; Conservationist of the Year, 1997; Tennessee's 53rd state park, Justin P. Wilson Cumberland Trail State Park, named for him in recognition of "conservation and environmental contributions to the State of Tennessee," 2002; elected comptroller of the treasury January 15, 2009.

The Office of Comptroller is organized to carry out its responsibilities as follows:

Division of Administration: *Faye J. Weaver, Staff Assistant; Robert T. Lee, General Counsel; Ann V. Butterworth, Assistant to the Comptroller.* This division provides direction, coordination, and supervision to the various divisions within the comptroller's office and coordinates with the executive branch on statewide issues. Division members represent the comptroller on various boards and commissions in staffing roles and in voting representation.

Office of Management Services: *Melinda K. Parton, Director.* This office provides administrative, technical, and support services to the divisions of the comptroller's office in areas of accounting, budgeting, human resources, information technology, and printing. The office assists the comptroller in policy and procurement oversight matters and provides staff support as a member of certain boards and commissions, such as the State Building Commission, Board of Standards, Information Systems Council, and the Local Government Data Processing Corporation.

Division of State Audit: *Arthur A. Hayes, Director.* This division annually audits the Tennessee Comprehensive Annual Financial Report, which encompasses all departments, agencies, and units of the state, including those such as colleges, universities, and community service agencies that do not participate in the state's centralized accounting system. To meet the requirements of the Single Audit Act of 1984 and applicable Office of Management and Budget circulars, the division builds upon results of the financial audit to study internal controls used in administering financial assistance programs and to report on compliance with federal and state laws and regulations. These internal controls include those in the computerized accounting and management information systems. The division contracts with the Department of Finance and Administration, Bureau of TennCare, to provide administrative support, review financial information, establish nursing facility rates, and perform reviews for the TennCare program. Performance audits are conducted on a selected and as-needed basis to assist the Joint Government Operations Committee of the General Assembly in carrying out its responsibilities under the Sunset Law. The Division of State Audit maintains the Comptroller's toll-free hot line for reporting fraud, waste, and abuse. Possible fraud involving state assets or operations is investigated by the Special Investigations section.

Division of County Audit: *Richard V. Norment, Assistant to the Comptroller; Jim Arnette, Director.* This division is responsible for annual audits of all ninety-five counties in the state. The division conducts the audit or may accept an audit conducted by a public accounting firm. Those audits conducted by public accounting firms must meet standards established by the comptroller of the treasury and are monitored in accordance with a four-year monitoring plan that is updated annually. In addition to certain county governments and most special school districts, there are numerous authorities, boards, commissions, and agencies of county government whose contracts for audit with public accounting firms are approved by this office. The audit reports for these entities and selected audit working papers are reviewed for compliance with generally accepted government auditing standards and reporting requirements. The division provides assistance in resolving problems with financial administration and in answering questions on local governmental matters. Routine advice is provided in the design and installation of accounting systems, and in the maintenance of other accounting records. Division staff conduct reviews of information systems in county government offices. The division conducts reviews of counties participating in the County Correctional Incentive Program. Reviews are conducted of Fraud and Economic Crime Funds,

Judicial District Drug Task Force Funds, and other funds the district attorneys general administer in the state's thirty-one judicial districts.

Division of Municipal Audit: Dennis F. Dycus, Director. This division ensures that municipalities, school activity and cafeteria funds, utility districts, housing authorities, quasi-governmental organizations, and certain government funded non-profit agencies are audited on an annual basis as required by state statute. Because these audits are performed by public accounting firms, the division carries out its responsibilities by approving all audit contracts and systematically reviewing all audit reports and selected audit working papers of contractors for compliance with generally accepted government auditing standards, reporting requirements, and state and federal statutes. When necessary, division personnel perform audits of local selected non-profit agencies and internal control reviews of certain school system and utility district operations. The division investigates and issues reports on allegations of misconduct, fraud or waste in local government, often referring findings to the office of the local district attorney general as well as agencies for appropriate action. Division staff regularly consults with local government officials and independent public accountants concerning federal and state requirements and the accounting, auditing, and reporting standards prescribed by the comptroller.

Division of Bond Finance: Mary-Margaret Collier, Director. This division manages the state debt, including issuance of all bonds and notes and payment of such debt. It performs the financial management functions for both the Clean Water and Safe Drinking Water State Revolving Funds. Monthly, it issues Investor Updates as a part of its continuing disclosure obligation. The division serves as staff for the State Funding Board, State School Bond Authority, Tennessee Local Development Authority, and Bond Finance Committee of the Tennessee Housing Development Agency.

Division of Local Finance: David H. Bowling, Director. This division is responsible for approving the budgets and debt obligations of certain local governments; reviewing the statutory bonds for county officials and fiscal officers of school districts and emergency communication districts; approving certain investments authorized for local governments; reporting on plans by municipal electric systems to provide video cable and Internet services; reviewing information forms relating to municipal debt; and otherwise assisting local governments in areas of municipal finance. The division serves as staff to the Utility Management Review board and the Water and Wastewater Financing Board.

Office of Local Government: Tom Fleming, Director. This office is responsible for overseeing the maintenance and distribution of the statewide parcel Geographic Information Systems (GIS) data produced through the Tennessee Base Mapping Program (TNBMP). The office is the parcel data steward for the State of Tennessee. The office also provides guidance and technical assistance to local governments in redistricting efforts and in establishing voting precincts and county commission districts; maintains county precinct information; and provides mapping services. The office develops and uses Geographic Information Systems (GIS) technology to assist the Division of Property Assessments and local Assessors of Property in daily operations.

Division of Property Assessments: Tom Fleming, Assistant to the Comptroller; David Sherrill, Director. This division is responsible for assisting local governments in assessment of property for tax purposes throughout the state; monitoring the Statewide Reassessment Programs; administering reappraisal

grants to counties; conducting the Statewide Biennial Appraisal Ratio Study; coordinating the State Computer Assisted Appraisal System; producing the annual tax billing materials; and coordinating defense of value appeals at the state level. Under the direction of the State Board of Equalization, this division conducts the Assessor Training Program and prepares assessment guidelines and manuals. This division also administers the Property Tax Relief Program which provides reimbursements to low-income elderly, disabled persons, and disabled veterans or their surviving spouses. Counties and municipalities adopting the Property Tax Freeze Program also receive administrative services and assistance under this division.

Office of State Assessed Properties: Barry M. Murphy, Director. This office is responsible for the annual appraisal and assessment of all public utility and transportation properties as prescribed in Tennessee Code Annotated §67-5-1301. The office obtains evidence and enforces property tax compliance through financial and compliance audits (internal and external audits) under T.C.A. §67-5-1320. This office conducts and participates in training activities to educate taxpayers, citizens, and decision makers, regarding the assessment and appraisals of public utilities and transportation companies. Assessments are certified to counties, cities, and other taxing jurisdictions for the billing and collection of property taxes. The office also administers the Telecommunications Ad Valorem Tax Reduction Fund as prescribed in Tennessee Code Annotated §67-6-222.

Offices of Research and Education Accountability: Phillip E. Doss, Director. The Office of Research prepares reports at the request of the comptroller and the General Assembly on various state and local government issues. The office assists the State Funding Board in analyzing the annual economic forecast prepared by the Center for Business and Economic Research; assists the comptroller with preparation of fiscal notes for the Fiscal Review Committee; monitors legislation; and analyzes the budget. The Office of Research also provides general staff support to special legislative committees and commissions. The Office of Education Accountability monitors the performance of Tennessee's elementary and secondary school systems and provides the General Assembly with reports on selected education topics. The office assists the House and Senate education committees and provides accurate, objective, and timely information and analyses on education issues to policymakers.

Comptroller's Staff

Faye J. Weaver

Staff Assistant to the Comptroller

Born May 20, 1947, Memphis, TN; B.A. Fisk University, 1967; M.S.S.W., University of Tennessee School of Social Work, Nashville, 1977; previous experience includes service with the Administrative Services Division of the Department of Mental Health, 1977-80; assistant executive director of Tennessee Human Rights Commission, 1980-83; director of Office of Minority Business Enterprise, Department of Economic and Community Development, 1983-85; special agent for Northwestern Mutual Life Insurance Co., 1985-87; appointed staff assistant to the Comptroller, February 1987.





Robert T. Lee
General Counsel



Ann V. Butterworth
*Assistant to the
Comptroller*



**Bettye L.
Stanton**
Executive Secretary



Jackie Gupton
Secretary



Melinda K. Parton
*Director, Management
Services*



Arthur A. Hayes
Director, State Audit



Richard V. Norment
*Assistant to the
Comptroller*



Jim Arnette
*Director, County
Audit*



Dennis F. Dycus
*Director, Municipal
Audit*



**Mary Margaret
Collier**
Director, Bond Finance



David H. Bowling
*Director, Local
Finance*



Tom Fleming
*Assistant to the
Comptroller, Director,
Local Government*



David Sherrill
*Director, Property
Assessments*



Barry M. Murphy
*Director, State Assessed
Properties*



Phillip E. Doss
*Director, Office of
Research and Education
Accountability*

Related Boards and Commissions

State Funding Board. The board has responsibility for issuing all state general obligation bonds and notes authorized by the General Assembly and administering and accounting for payment of principal and interest on such debt. The board is authorized to establish the state's cash management policy and state funds investment policy and required to comment on the reasonableness of the estimated growth rate of the state's economy as presented in the Tennessee econometric model. Annually, the board conducts public hearings to develop consensus estimates of state revenues as part of the budgetary process. The board receives and reports on certain information received from debt issuers at the primary offering of debt exempt from state taxation and is further authorized to make loans for the relocation of certain utility system distribution lines.

Tennessee Local Development Authority. The authority is delegated the responsibility for issuing its bonds and notes to provide funds to make loans to local governments for water and sewer facilities and to make loans for certain other purposes. The authority, in conjunction with the Department of Environment and Conservation, administers the state's Revolving Loan Fund.

Tennessee State School Bond Authority. The authority is delegated the responsibility for issuing its bonds and notes to provide funds to make loans to state institutions of higher learning to construct income producing facilities and for reviewing for approval any independent borrowings of the Tennessee Board of Regents and the University of Tennessee. The authority is authorized to issue qualified zone academy bonds to provide funds to make loans to local governments for certain educational projects.

State Board of Equalization: Kelsie Jones, Executive Secretary. The board is responsible for assuring constitutional and statutory compliance in



Kelsie Jones
Executive Secretary,
State Board of
Equalization

assessments of property for ad valorem taxes. This responsibility is carried out through: establishment of policies, rules, and manuals governing local assessment practices and training for assessment officials; hearing of appeals from county boards of equalization regarding local assessments; direct review and hearing of appeals regarding central assessments of public utility companies; review of applications for religious, charitable, and related property tax exemptions; review of certified tax rate calculations from jurisdictions undergoing revaluation; and regulation of property tax appeals agents and agent practices. Subsidiary boards appointed by the state board for intermediate review are the Assessment Appeals Commission and the Taxpayer Agent Regulatory Panel.

Office of Open Records Counsel: Elisha D. Hodge, Open Records Counsel. This office serves as the contact for local governments and citizens who have concerns regarding access to local government records that are subject to the Tennessee Public Records Act (Tenn. Code Ann. Sections 10-7-501 et seq.). The office assists citizens in obtaining public records from local governments, by guiding citizens to the correct custodian of the records that are sought and by mediating disputes with local governments regarding access to public records. The office promotes education and awareness of the Tennessee public records and open meetings laws through direct outreach and through coordination with existing organizations. This effort is addressed both to citizens and to local governments.



Elisha D. Hodge
Open Records Counsel