



# Shelby County Board of Commissioners

## RETREAT

RENASANT CONVENTION CENTER  
River Front Ballroom  
255 N. Main Street | Memphis | TN 38103

September 24, 2022

*Shelby County Board of Commissioners' Retreat*  
**AGENDA**

**Continental Breakfast**

7:30AM – 8:00AM

**Welcome and Introductions**

8:00AM – 8:10AM

**Shelby County Commission Chairman Mickell Lowery**

**Commission Discussion with Charter Officers,  
Court Clerks and Juvenile Court Judge**

8:15AM – 9:00AM

**Shelby County Mayor Harris Administration**

**Shelby County Mayor**

9:00AM – 9:30AM

Presented by Shelby County Mayor Lee Harris

**Shelby County Attorney's Office**

9:30AM – 10:00AM

Presentation by County Attorney's Office Staff	
Overview of the Shelby County Attorney's Office and Engagement with the SCBoC	Marlinee Iverson, County Attorney
Public Records Act and Open Meetings Act	Lee Whitwell Chief Litigation Attorney
Ethics Overview/Training	Michael Joiner, Assistant County Attorney

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**Division Directors Presentations**  
10:00AM – 11:00AM

CAO & DIRECTOR PRESENTATIONS	
Introductions	Harold Collins, CAO & Lasonya Hall, Deputy CAO
Public Works	Cliff Norville, Director
Community Services	Dorcas Young Griffin, Director
Homeland Security and Emergency Services	Brenda Jones
Human Resources	Gerald Thornton
Public Health	Michelle Taylor, Director
Information Technology Services	Sandra Perry, CIO
Planning and Development	John Zeanah, Director
Public Defender	Phyllis Aluko
Purchasing Rules & Regulations and Contracts	Christin Webb and Felisa Cox???
Corrections	Jonathan Russell

**OVERVIEW OF FINANCE AND BUDGET PROCESS,**  
11:00AM – 12:00PM

Presented by County Finance Team, County Assessor County Trustee	
Financial Overview and Budget Process	Audrey Tipton, CFO
Forecasting, the Budget Process and Sample Budget Preparation Timeline	Audrey Tipton, CFO Melvin Burgess, Assessor of Property Regina Newman, County Trustee

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**Lunch Break**  
12:00PM – 12:45PM

**Shelby County Board of Commissioners' Offices**  
**Legislative Operations and Equal Opportunity Compliance**  
12:45PM – 2:15PM

Presentation by Commission Chairman, Legislative Operations and EOC Staff	
Overview of the County Commission's Offices	Commissioner Mickell Lowery, Chairman
Briefing regarding key areas of responsibility and staff duties	Quran Folsom, Commission CAO Shep Wilbun, EOC Administrator
Shelby County Charter 101 & Briefing re. Drafting Resolutions & Ordinances	Marcy Ingram Legislative Services Attorney
Shelby County Commission Permanent Rules of Order	Lee Hopson, Commission Parliamentarian

**SHELBY COUNTY BOARD OF COMMISSIONERS**  
**KEY PRIORITIES FOR TERM 2022-2026**  
2:15PM – 4:45PM

**Closing Remarks**

Commissioner Miska Clay Bibbs, Chairman Pro Tempore