


COFFEE COUNTY
SHERIFF'S DEPARTMENT

Chad Partin, Sheriff
76 County Jail Lane
Manchester, TN. 37355
(931) 728-3591

*Law Enforcement Meeting 10/09/2025
Coffee County Administrative Plaza
4:30pm*

Commissioner's present: Chairman Missy Deford Green, Tim Brown, Roger Chambers, Jackie Duncan and Dwight Miller.

Others present: Sheriff Chad Partin, Jennifer Green, Manchester Times Matthew Burnette, Jared Smotherman and Robert Jarman.

Chairman Missy Deford Green opened the meeting at 4:30pm. The chairman asked the commissioners to approve the agenda. Commissioner Dwight Miller made the motion to approve, and Commissioner Jackie Duncan seconded the motion. Motion carries 4 to 0.

Chairman Green ask if there were any public comments. There were none.

Chairman asked the commissioners to approve the minutes from the last meeting on 07/03/2025. Commissioner Roger Chambers made the motion to approve, and Commissioner Dwight Miller seconded the motion. Motion carries 4 to 0.

No unfinished business to talk about.

New Business: Sheriff starts off by going over the population report, on today's date we were at 382, 310 males and 72 females.

Tennessee Corrections Institute did come back and we did pass, we were under population. We were awarded the recertification from the state and the certificate is hanging on the wall.

Sheriff said he just got back from a two-day meeting with the other Sheriffs in Tennessee. The Sheriff wanted to talk about one of his classmates, the Sheriff of Shelby Co. (Memphis) is under dire stress. Before the federal task force showed up, he had 2800 inmates, his facility is a 2600 bed faculty. He had 200 TDOC inmates and he called the governor's office to come get their inmates because of bringing more people into his jail. Shelby Co. has 300 in the booking area right now, bringing in 150 inmates daily. Shelby Co. is in negotiations with TDOC about having pretrial felon state potential inmates, charged with serious crime and have not been sentenced.


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We don't know how long that is going to last in West TN. It may spread to another city. We don't know what the future will be, but we know the future of Memphis isn't going to let up anytime soon. The reason for Sheriff Partin bringing this up is it will influence the other counties; it's going to push a lot of things back on us. If the state is having to load their beds up with Shelby Co. that is going to have a conveyor effect on the rest of the 94 counties of not being able to move inmates within the state system. Shelby Co. is at a disadvantage because they border to states, they can't share inmates across the state line, it's a federal violation. There again, this could have an influence on us, and we just wanted to bring the situation to everyone's attention.

Update on the motorcycles, they are in Murfreesboro in the process of being equipped, then they will be striped. We have two deputies at specialized motorcycle training. Sheriff Partin said they will not be popular when they hit the road, they will have radar and writing tickets for speeding. Motorcycles will help with funerals, events and traffic, they will be multitasking.

Update on the air conditioning on top of the jail, Sheriff said he turned that over to Commissioners Hershman and Watkins, they are trying to get parts.

Jared Smotherman from the probation office went over the probation report which is attached. Jared said they have one opening for a probation officer which requires a four-year degree and the administrative assistant opening has been filled.

Chairman Deford Green addressed that the Judicial Commissioner's do have an opening. Chairman Deford Green said she would probably call a special meeting, before the next law enforcement meeting.

Commissioner Chambers gave the other commissioners homework; he handed out a job description for the judicial commissioner that is in place now that job description is eleven years old and also handed out a job description that Bobby Trial wrote up when he was a judicial commissioner but the job description never got reviewed and passed by the commissioners. Chambers just wanted them to study both job descriptions and discuss.

Chairman Green asked if there was anything else that anyone wanted to bring up. No one spoke about anything else and the meeting was adjourned at 5:33pm with Commissioners Dwight Miller making the motion and Commissioner Jackie Duncan seconded the motion. Motion carries 4 to 0.

Report submitted by: Jennifer Green



COFFEE COUNTY PROBATION

300 Hillsboro Blvd Box 3
1st Floor Justice Center
Manchester, TN 37355

JUNE, JULY, AUGUST 2025

ACTIVITY REPORT

CLIENT SUMMARY

**This is for a three-month average*

836 Average active clients

1 Client has remained on bond conditions. He is not on active supervision. We screen him monthly until he pleas.

47 State Probation cases-they will come to us after they complete their state time. We still have to monitor them for new charges etc.

220 New Cases (not clients)

258 Cases closed (not clients)

CLIENT CONTACT

2801 Appointments were scheduled

419 Appointments were cancelled by clients

331 Clients were a no call/no show

DIRECTOR

Linda Baker, BSW

ADMINISTRATIVE ASSISTANT

PROBATION OFFICERS

*Kayla Christianson
BS*

*Christy Hite-Chilton,
BS*

*Crystal McGlothen,
BS*

*Jared Smotherman,
BSW*

*Michael Stanley
BS*

*Michael Blanton
BS*

PHONE NUMBER

(931)723-3939

FAX NUMBER

(931)723-2174

165 Intakes were completed (these are first time appointments-the most important appointment and the longest)

1637 Follow up appointments were completed

853 Non scheduled phone contacts with clients were completed

243 Contacts with therapists, case workers, etc. (this number is much higher-it is a routine part of their daily job)

VIOLATION WARRANTS

192 Violation warrants were submitted (some of these are for extension to give the client more time to complete a court requirement)

145 Violation warrants were resolved

118 Letters were mailed to clients to get them in compliance prior to the VOP being submitted

366 Messages were left with clients in an attempt to get them in compliance prior to the VOP being submitted

COURT PROBATION REQUIREMENTS COMPLETED

128 Alcohol & Drug Evaluations

23 Inpatient Alcohol & Drug

24 Outpatient Alcohol & Drug

7 Alcohol & Drug Education

9 Domestic Violence Evaluations

14 Batterer's Intervention (26-week class)

80 DUI Schools completed

30 Theft Class completions (we teach this class bi monthly)

5 Mental Health Evaluation

6 Mental Health Counseling to a level of stability

4 Public Service Work completions

251 Job/Disability Proof submitted

2 Completed School Proof

ETC.

We celebrated ***PROBATION APPRECIATION MONTH*** in June. Each of the officers received an appreciation gift as well as a great breakfast and lunch. This was no cost to the county or the taxpayers at all. Our theme was It's a Circus! Many days we are juggling trying to get services for our clients and at the same time making them fulfill their obligations to the courts. We had some special guest speakers that day. Samantha Bishop who is a therapist and use to work for the probation office came back and we did some trauma focused training. Ben Sneed and Brian Eldredge with the Manchester City Police Department came and updated us on the latest drug trends. Judge Ewell joined us for the celebration and presented some awards to our officers. Jared Smotherman with probation received the TOP ACT of the year award. We had three other officers, Christy Chilton, Crystal McGlothen and Kayla Christianson each received employee of the quarter! Our officers continually go above and

beyond on a daily basis to promote safety and growth among our community and clients.

Over the last three months we had two clients to pass away (possible drug over doses).

We had an officer to resign his job due to him having an offer of more money.

We had a total of six applicants after opening the job up twice. Two of the applicants did not meet standards. In summary we had four people to apply for the probation officer job opening.

We had two employees out of seven (as we have had a vacant job opening since July) that were out sick for an extended amount of time in August. This put more work on the team. They rose to the occasion.

****As always, these numbers may be off by a few. This is due to human interpretation vs. computer output.***

Respectfully submitted:

LINDA BAKER



COFFEE COUNTY PROBATION



COFFEE COUNTY SHERIFFS OFFICE
Facility Population Stats (By Classification)

Description	Male							Female							% Total
	W	B	A	I	O	W	B	A	I	O	Count	% Total			
Not Specified	1	0	0	0	0	0	0	0	0	0	1	0.25			
FELONY SENTENCED - LESS THAN A YEAR	13	1	0	0	1	5	1	0	0	0	21	5.15			
FELONY-SENTENCED - 1 YEAR OR MORE	42	0	0	0	2	6	1	0	0	0	51	12.50			
PAROLE VIOLATOR	5	2	0	0	0	0	0	0	0	0	7	1.72			
MISDEMEANOR - SENTENCED	34	2	0	0	1	9	1	0	0	0	47	11.52			
MISDEMEANOR - NON-SENTENCED	71	17	0	0	7	22	1	0	0	1	119	29.17			
FELONY - NON-SENTENCED	99	23	1	0	6	27	6	0	0	0	162	39.71			
Totals: 265	45	1	0	0	17	69	10	0	0	1	408				



COFFEE COUNTY SHERIFFS OFFICE
Facility Census

Current Inmate Housing Population

Pod	Description	Capacity	Assigned	Out Facility	Out Pod	In Pod	Available
Not Specified	Not Specified	0	1	0	0	1	-1
AA	AA	50	40	0	0	40	10
AB	AB	50	64	1	0	63	-14
AC	AC	50	35	0	0	35	15
AD	AD	50	34	0	0	34	16
ADMIN	ADMIN	0	9	0	0	9	-9
BA	BA	50	38	0	0	38	12
BB	BB	50	58	0	0	58	-8
BC	BC	50	59	0	0	59	-9
BD	BD	50	44	0	0	44	6
		400	382	1	0	381	18

State Inmates:

PC/Lock Down Inmates: 0

Inmate Population

Inmate Sex	Count	%
M	310	81.15
F	72	18.85
	382	