

Municipality	Recipient First Name	Recipient Last Name	Recipient Email	Does your city offer the option for employees to work a schedule of four 10-hour days?	Is this schedule mandatory or optional for employees?	Is city/town hall closed on the 5th day or are work schedules arranged so that there is coverage of city/town hall during business hours, 5 days a week?	Does your city offer any of these other alternative work arrangements for employees?	Is there anything else you can share regarding alternative or flexible work schedules for municipal employees?
Alcoa	Melissa	Thompson	mthompson@cityofalcoa-tn.gov	Yes	Mandatory	Schedules arranged to cover business hours		Electric and Public Works employees work 4-10 hour days.
Arlington	Brittany	Owens	bowens@townofarlington.org	No			We adjust work hours during summer months to avoid heat index.	Please share the results with everyone.
Athens	Nina	Edmonds	nedmonds@athenstn.gov	No				
Atoka	Marc	Woerner	mwoerner@townofatoka.com	No				
Clinton	Angela	Sylvester	asylvester@clintontn.net	No				
Crossville	Leah	Crockett	leah.crockett@crossvilletn.gov	Yes	Our Public Works Department is the only department that works four 10-hour days. This schedule is mandatory for the department. With the exception of police, fire and water filtration, all other departments work 8 hour days.	City Hall is open 5 days a week.		
Dyersburg	Sue	Teague	steague@dyersburgtn.gov	No			Only in special circumstances (sickness, etc.) do we allow laptops to be taken home to do work .	Depending on the department's needs, some work 6:00 a.m. to 2:30 p.m. or 7 am - 3:00 pm or 7:00 am to 4:00 p.m. But when offices are scheduled to be open from 8:00 a.m. to 5:00 p.m. employees are expected to work that schedule to serve the citizens.
Martin	Brittany	Newton	bnewton@cityofmartin.net	No			No	A 4 day work week has been discussed but not put into action.
McMinnville	Libby	Rutledge	lrutledge@mcminnvilletn.gov	Yes	Optional	Schedules arranged to cover business hours	Remote or work from home	
Paris	Kim	Foster	kfoster@cityofparistn.gov	Yes	Every Department has to have the same schedule but that schedule can vary by department	Closed on 5th day		I would be happy to answer any further questions about how we handled our transition. Kim Foster, City of Paris
Sevierville	Kristi	Ward	kward@seviervilletn.org	Yes	Optional	Schedules arranged to cover business hours		

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Union City	Amanda	Darnall	personnel@unioncitytn.gov	Yes	Mandatory	We work 4/9s and a half day on Friday		Our fire dept works 24 hr shifts, police work 12 hr shifts, public works/water/waste water/ police office staff work 4/10s, city hall/planning & codes work 4/9 & half day Friday, parks/turf/fire office staff still work 5/8s