

# 5 Things Utility Board Members Should Know

## TRAINING REQUIREMENTS

- Complete 12 hours of utility training within 12 months of initial appointment or election to the board.
- Complete 6 hours of continuing education every three years.



## HOW TO GET TRAINING

MTAS offers several utility training opportunities. Visit our [Training Calendar](#) for dates and locations.



## HOW TO DOCUMENT TRAINING

Download and maintain an [Annual Training Statement](#) from the Comptroller's website.



## YOUR ROLE IN COMPLIANCE

Board members are responsible for maintaining documentation of their completed training and continuing education.



## WHO TO CONTACT

**Utility Training Requirements**  
[utilities@cot.tn.gov](mailto:utilities@cot.tn.gov)

**MTAS Utility Training**  
[yolanda.dillard@tennessee.edu](mailto:yolanda.dillard@tennessee.edu)

