



Research and Information Center

New Acquisitions List

January-March 2019

You may download these items from the MTAS Knowledgebase:

Credit cards used to pay taxes and other fees. Eight Tennessee cities were contacted to find out if they allow their citizens to pay taxes and fees using a credit card. ([More](#))

Director of Finance. Job description for the Director of Finance in a Tennessee city. ([More](#))

FOG programs in selected Tennessee cities. Seven Tennessee cities responded to a request for information on their local FOG programs and the fees that may be associated with the program. ([More](#))

ISO Ratings – Tennessee Fire Departments. This list is not a complete listing of all of the fire departments in the state of Tennessee. The information was provided by the cities/fire departments who responded to MTAS's request for information. ([More](#))

Online training in selected Tennessee cities. Twelve Tennessee cities were contacted to find out if they provide employee training online and what types are offered. ([More](#))

Provisions for uniforms for city employees. Seven Tennessee cities were surveyed to find out if they reimburse for, provide an allowance for or purchase uniforms for city employees. ([More](#))

Purchasing thresholds in selected Tennessee cities. Nine Tennessee cities were surveyed to find out what their government's purchasing threshold is and whether or not it was changed following the update to the law in 2015. ([More](#))

Quality assurance program for enforcement and inspection programs. This is a template for a sample quality assurance program for enforcement and inspection programs that meet the criteria for such a program as identified in Section 1024C of the ISO Fire Suppression Rating Schedule (FSRS). ([More](#))

Social Media Specialist job description. The social media specialist is responsible for developing a social media marketing strategy and working hard toward implementing that strategy across the many entities that make up Metro Government. ([More](#))

Tennessee Department of Transportation ADA compliance toolkit. A toolkit of materials for municipalities to complete an ADA transition plan created by the Tennessee Department of Transportation Chief Engineer's Office. ([More](#))

The powers and functions of the Local Planning Commission in Tennessee. A paper prepared for the citizen planning commission member to be used as a general guide in the performance of his/her duties. ([More](#))

Wastewater surcharges in selected Tennessee cities. Eleven cities across the state were contacted in May 2018 regarding their parameters and rates for wastewater surcharges. ([More](#))

You may request these items from the MTAS library:

The 5 languages of appreciation in the workplace. Dramatically improve workplace relationships simply by learning your coworkers' language of appreciation. [Book] ([More](#))

2018 APWA Compensation Report. The 2018 Public Works Compensation Report is an important service provided by the America Public Works Association. [E-book] ([More](#))

A trainer's guide to PowerPoint: best practices for master presenters. As a successful facilitator, you know the importance of the resources in your professional toolkit. How you engage your audience and improve learning can be affected by how well you use them. [Book] ([More](#))

Access to affordable healthy food. This is TACIR's report on the Tennessee food deserts pursuant to Public Chapter 795, Acts of 2018. [Book] ([More](#))

America's children in brief. This is a brief version of the full report titled, "America's Children: Key National Factors of Well-being." [Book] ([More](#))

Anglo-American cataloging rules. A 2005 update of the cataloging rules prepared under the direction of the Joint Steering Committee for Revision of the AACR. [Book] ([More](#))

Beyond bullet points. This title covers topics such as persuasion, busting the top three myths about PowerPoint and visual storytelling. [Book] ([More](#))

Building digital libraries. Data repositories align naturally with document repositories, and each resource can add value to the other. The result is an increasingly dynamic sphere of activity at the pre-publication zone of the information lifecycle. [Article] ([More](#))

Cabells scholarly analytics : A go-to authority on journal quality. Cabells International is a recognized authority on publishing opportunities. It offers scholars a highly selective list of vetted journals and contains resources to identify publishing scams. [Article] ([More](#))

Evaluating the options for virtual reality in literacy instruction. The author explores the feasibility of creating an information literacy class for undergraduates that uses virtual reality (VR). [Article] ([More](#))

Fire & emergency service self-assessment manual. This title published by the Commission on Fire Accreditation International covers fire & emergency services accreditation. [Book] ([More](#))

Get out of the library. The environment in which libraries operate has changed significantly over the past two decades, so we have to consider changing our service models to meet current and emerging needs. [Article] ([More](#))

I (love) NY open data. In March 2017, a great new source of information about New York City became accessible when the new NYC Open Data website went online. [Article] ([More](#))

Identify critical valves and their influence on system operations. Some valves are more important than others when it comes to mitigating the effects of planned and unplanned large-scale events. [Article] ([More](#))

Improving management of government-owned real property from the state of Tennessee. Report prepared in response to Public Chapter 693, Acts of 2018, which directs the Commission to determine the amounts of non-tax producing properties held by the state and local governments as well as recommendations about the best uses of the properties and making the properties productive. [Book] ([More](#))

Interpreting local government financial statements: how to avoid 25 common mistakes. Financial illusions can easily lead to misinterpretations and bad decisions. This guide aims to minimize that risk by examining 25 mistakes of this kind. [Book] ([More](#))

Learning Tableau 10 : business intelligence and data visualization that brings your business into focus. Got data? Not sure what to make of it? This is the guide for you – whether you’ve been working with Tableau for years or are just beginning your adventure into business analytics. [Book] ([More](#))

Leveling the playing field : internet sales tax in Tennessee. TACIR was asked to study the revenue sources of cities and counties in Tennessee and the services that cities and counties provide. [Book] ([More](#))

Metrics and the diminishing ton. As was discussed in the past, solid waste/recycling professionals are tied to measuring and tracking recovered tons to report the status of waste diversion programs. [Article] ([More](#))

Microsoft Power BI cookbook : creating business intelligence solutions of analytical data models, reports, and dashboards. Microsoft Power BI is a business intelligence and analytics platform consisting of applications and services designed to provide coherent, visual and interactive insights on data. [Book] ([More](#))

Public works inspector’s manual. A complete operation and technical guidebook for all professionals involved in inspecting public works construction for the city, state and federal agencies. [Book] ([More](#))

Refining Tennessee’s criminal statutes of limitations. TACIR’s report on Tennessee’s statute of limitation pursuant to Public Chapter 849, Acts of 2018. [Book] ([More](#))

Slide:ology : the art and science of creating great presentations. Creating a new slide ideology – this title covers creating ideas, not slides; creating diagrams; displaying data; thinking like a designer and arranging elements. [Book] ([More](#))

Training to prevent workplace violence. In this day and age, violence prevention plans and drills are as important as drills for fires and earthquakes. Make them a part of your

organization's emergency and business contingency plans, and practice, practice, practice.
[Article] ([More](#))

Usage vs utilization. Time, money and the opportunity costs of fleet asset investment.
Utilization defined: to use, especially make profitable or effective use of. ([More](#))