

STATE OF TENNESSEE
COUNTY OF SHELBY
SHERIFF'S OFFICE

FROM

MEMO TO Chief Roy C. Nixon

Date November 7, 1968

Attached you will find copies of memorandums to Assistant Chief Proctor and Inspector Cargill. Please be advised that, beginning Sunday morning, November 10, all personnel must have been totally trained and all security arrangements completed, all moves completed and all schedules worked out for the internal security and courtroom security in its entirety. It would be appreciated if you would follow up on all our liaison with other elected officials dealing with the parking lot, County Office Building and keys, etc. that will be necessary to operate and various moves that will necessitate changing of normal operation. Further, it is necessary that we post all areas of concern as far as dealing with construction and as far as telephones, etc. that have been moved.

As of this date, further, there will be no vacations approved until further notice.

Please make sure that all of the changes dealing with the parking area and the area that is involved in the court order are secure by Saturday, November 9, 12:00 P.M., which includes all of Washington Street bordering between Second and Third and the parking meters that were discussed on either end of the Criminal Court Building. If you have any questions, please advise.



WILLIAM N. MORRIS, JR.
SHERIFF

WMMjr/ts