

Tennessee Commission on Aging and Disability

Mike Hann, Executive Director

APPROVED MINUTES

TUESDAY,
FEBRUARY 9, 2010 9:00 A.M. –
5:00 P.M. CST

DOUBLETREE HOTEL, DOWNTOWN
NASHVILLE, TN
SALON E CONFERENCE ROOM

MEETING CALLED BY	TCAD Commission Members
TYPE OF MEETING	Quarterly Commission Meeting
FACILITATOR	Chair John Arriola
NOTE TAKER	Cindy Warf
MEMBERS PRESENT	Chair John Arriola, Rene Bouchillon, Diane Cormell, Virginia Davidson, Mickey Eldridge, Kenneth Kisiel, Beaton Matthews, Frankie McCord, Barbara McIntyre, Patricia Miller, Lynne O'Neal, Judson Palmer, Seth Stanger, Jackie Talley, Carolyn Waugh, Wanda Willis, James York
MEMBERS ABSENT	Bernard Danzig, Shelburne Ferguson, Ronald Jordan, Timothy Martin, Ruth Williams
TCAD STAFF PRESENT	Mike Hann, Executive Director, Phil Barnett, Jeannie Caudill, Ryan Ellis, Janet Lamb, Cynthia Minnick, Perry Register, Lucy Utt, Kathy Zamata, Cindy Warf, Monica Washington
OBSERVERS	AAAD Directors and AAAD Staff

Agenda topics

9:00 AM – 9:05 AM

**CALL TO ORDER/WELCOME/PLEDGE OF
ALLEGIANCE**

CHAIR JOHN ARRIOLA

DISCUSSION	Chair Arriola called the TCAD Commission Meeting to order.		
CONCLUSIONS	Chair Arriola asked the Commission Members, TCAD Staff and General Audience to stand to recite the Pledge of Allegiance.		
PENDING ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
None			

9:05 A.M. – 9:10 A.M.

ROLL CALL

**CINDY WARF
Administrative Assistant**

DISCUSSION	Chair John Arriola asked Cindy Warf to process a Roll Call of the TCAD Commission Members.		
CONCLUSIONS	Cindy Warf called the roll and the attendance is listed above.		
PENDING ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
None			

9:10 A.M. – 9:15 A.M.

**APPROVAL OF NOVEMBER 17, 2009,
MINUTES**

CHAIR ARROLA

DISCUSSION	Chair Arriola asked for the Commission Members to review the November 17, 2009, Commission Meeting Minutes for corrections. There were no corrections. Chair Arriola asked for a motion to approve those Minutes. Mr. Judson Palmer made a motion to approve those Minutes. Mr. Ken Kisiel seconded the motion to approve the Minutes. The Commission Members voted unanimously to approve those Minutes. Chair Arriola approved the Minutes.		
CONCLUSIONS	None		
PENDING ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
None			

9:15 A.M. – 9:20 A.M.

PERSONNEL UPDATE

**MIKE HANN
EXECUTIVE DIRECTOR**

DISCUSSION	Chair John Arriola recognized Mr. Mike Hann to present to the Commission Members the TCAD Personnel Update.	
CONCLUSIONS	<p><u>TCAD Commission Member Update:</u> Mr. William Johnson – represented rural area of Greater Nashville (GNRC)</p> <ul style="list-style-type: none"> o Filled the unexpired term of Ms. Sylvian Bloss in 2005 o State recently notified TCAD that Mr. Johnson’s term officially expired Sept. 30, 2008 o GNRC will recommend new candidate <p><u>TCAD Employees:</u> Perry Register – Retirement effective March 1, 2010</p> <ul style="list-style-type: none"> o TCAD employee for 16 years o TCAD Fiscal Officer <p>Tim Wells was introduced to the TCAD Commission Members as Perry Register’s replacement.</p> <p><u>AAAD:</u> Mike Patterson, ETHRA, was recognized by Mr. Hann</p> <ul style="list-style-type: none"> o Promoted to a new position 	
PENDING ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
None		

9:20 A.M. – 10:20 A.M.

CHAIR ARRIOLA’S COMMENTS

CHAIR JOHN ARRIOLA

DISCUSSION	Chair Arriola brought to the attention of the TCAD Commission that the Study Committee for the Department will be meeting this afternoon and that the Executive Committee thought it would be a good idea for the Commission Members to attend that meeting and be recognized. <ul style="list-style-type: none"> o Commission Members will meet this morning o 11:30 A.M. Recessed for Lunch o 1:00 P.M. - Recess to Legislative Plaza – LP 30 o 2:30 P.M. - Reconvene at the Doubletree Hotel to complete the Commission Meeting 	
CONCLUSIONS	Some Commission Members expressed their concerns to Chair Arriola about TCAD being changed from a Commission to a Department. Some Commission Members expressed their support for this change, while other Commission Members expressed their reservations about supporting this change. Chair Arriola advised that without more solid information, it would be hard to say what path should/should not be supported. <p>Issues Discussed:</p> <ul style="list-style-type: none"> o Need for Staff to gather and monitor Legislative information for Commission Members to review Chair Arriola advised the Commission Members that Mr. Mike Hann would analyze all Study Committee information in regards to the Department Bill and provide that information to Commission Members. Chair Arriola advised that he would work with Mr. Hann. Commission Members would then need to decide, based on proposed information, which issue to support. A motion was made for the Commission to vote on this recommendation. <p><u>MOTION:</u> Mr. Kenneth Kiesel made a motion to assign Mr. Mike Hann to monitor Legislative progress from the Study Committee. The Commission (1) authorizes staff to monitor and report to Commission Members on the activities of the Committee, (2) the Commission will formally take a position on the questions being discussed by the Study Committee, and (3) the Study Committee be notified in advance of the Commission’s intent to take a position. Ms. Mickey Eldridge seconded the motion. Chair Arriola asked for a Commission roll call vote on this motion. The Commission voted unanimously on this motion. Chair Arriola approved the motion to present the letter to the Study Committee this afternoon.</p> It was suggested that a written notification be sent to the Chairman and the Study Committee to make recommendations.	
PENDING ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

Available Department Bill information will be analyzed and forwarded to Commission Members	Mike Hann	As available
Letter to Chairman and Study Committee from Commission Members that the Tennessee Commission on Aging and Disability intends to review the Amendments as filed and report out the position of the Commission Members.	John Arriola/Mike Hann	Feb. 9, 2010

10:20 A.M. – 10:30 A.M. MEETING BREAK

CHAIR JOHN ARRIOLA

DISCUSSION	Chair Arriola recessed the meeting for a break.	
CONCLUSIONS	N/A	
PENDING ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
N/A		

10:30 A.M. – 11:00 A.M. ALZHEIMER'S DISEASE PRESENTATION

**JANICE WADE-WHITEHEAD
EXECUTIVE DIRECTOR
EASTERN TN CHAPTER OF THE
ALZHEIMER'S ASSOCIATION**

DISCUSSION	Chair John Arriola recognized Ms. Mickey Eldridge to introduce Ms. Janice Wade-Whitehead for her Alzheimer's Disease presentation.
CONCLUSIONS	<p>Key Points on the Alzheimer's Task Force:</p> <ul style="list-style-type: none"> o Statistics <ul style="list-style-type: none"> • 10,000,000 – United States Baby Boomer's will develop Alzheimer's Disease • Every 70 seconds – Someone in America is diagnosed with Alzheimers • Currently – 5.2 Million American's of all ages are living with Alzheimers • 2000 Census – Approximately 100,000 Tennessean's have been diagnosed with Alzheimer's • 2010 Census – Expecting a 20% increase in Tennessean's who have been diagnosed with Alzheimers o Recommended that a Tennessee State Plan was needed <ul style="list-style-type: none"> • Need to work in conjunction with State Agency • Interested in carrying Legislation • Will need Staff support • Some Legislator's are interested • Funding can be placed in the Bill to create Staff support o Primary Sponsors of the Bill that created the Alzheimer's Disease Task Force <ul style="list-style-type: none"> • Representative Joe Armstrong • Senator Tim Burchett o Secondary sponsors of the Bill that created the Alzheimer's Disease Task Force <ul style="list-style-type: none"> • 32 additional Senators • 77 additional Representatives o June 12, 2007: Bill was voted and passed unanimously in both Houses and signed into Law on June 27, 2007 <ul style="list-style-type: none"> • Law created a Task Force that had 14 volunteer members that were appointed by the Governor o February, 2009: Tennessee State Plan was submitted to the Governor and General Assembly <ul style="list-style-type: none"> • Task Force will meet, at least, annually to review the need for new components in the State Plan • State Plan is a grouping of recommendations; not strategies <ul style="list-style-type: none"> o Review data <ul style="list-style-type: none"> ▪ What services are needed? ▪ What services do families want? ▪ What's viable? What's feasible financially? ▪ Looked at education and training for caregivers, physicians, and health care providers. ▪ Looked at current services that are provided. ▪ What are the gaps in services? ▪ Looked at facilities. o Comprehensive Plan <ul style="list-style-type: none"> • 10 Year Plan – Recommended by the Task Force • Have 3 phases

- Phase 1: Priorities in the next 1 – 3 years
 - Comprehensive infrastructure
 - Develop best practices
- Phase 2: Priorities in years 4 – 7
 - Working with Legal Community
 - Training on Elder Care Law
 - Working with Physicians (critical)
- Phase 3: Priorities in years 8 – 10
 - Working on a more comprehensive infrastructure
- State Plan Achievements (report filed last year)
 - Senior Alert Bill (passed last year)
 - Behavioral Surveillance Survey for Risk factors
 - State of Tennessee received an Evidence-Based Grant

Chair Arriola opened the floor to Commission Members for questions or comments. There were no questions or comments.

PENDING ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
None		

11:00 A.M. – 11:15 A.M. TENNCARE CUTS AND POSSIBLE EFFECTS

**SCOTT PIERCE
CHIEF FINANCIAL OFFICER
TENNCARE**

DISCUSSION	Chair John Arriola recognized Mr. Scott Pierce for his presentation.
CONCLUSIONS	<p>Mr. Pierce reviewed his PowerPoint presentation with Commission Members.</p> <p>Recession:</p> <ul style="list-style-type: none"> ○ Has affected every Tennessean <ul style="list-style-type: none"> • Layoffs • Reduced services • Look for ways to produce Revenue ○ State of Tennessee <ul style="list-style-type: none"> • 19 consecutive months of negative revenue growth • State Government <ul style="list-style-type: none"> ○ Has to live within a balanced Budget (Constitutional requirement) ○ Spends money on the following <ul style="list-style-type: none"> ▪ Education ▪ TennCare ▪ Corrections ○ TennCare <ul style="list-style-type: none"> • 1 in 5 Tennessean's are on TennCare (1.2 Million people in the program) <ul style="list-style-type: none"> ○ 750,000 children receive health care coverage through TennCare ○ 150,000 elderly and disabled people are dual eligible <ul style="list-style-type: none"> ▪ Majority of health care is through the Medicare program which is paid for by the Federal Government ▪ TennCare provides secondary supplemental insurance ○ TennCare pays for approximately 50% of the births in Tennessee ○ TennCare pays for approximately 65% of all emergency care ○ TennCare spends \$7.6 Billion annually (\$20 Million/Day) • TennCare has arranged their programs as a Managed Care Model ○ Medicaid is in bad shape <ul style="list-style-type: none"> • 5th consecutive year that TennCare has been asked to make cuts in the Medicaid program • Not many choices left for additional cuts ○ Medicaid is set up by Congress by Statute for the following categories of people who will be covered: <ul style="list-style-type: none"> • Children • Pregnant women • Disabled people • Low-income elderly people ○ Last Year, TennCare was asked to cut 15% of their Budget <ul style="list-style-type: none"> • Last year, TennCare received Stimulus money for 1 year (temporary money) ○ TennCare had to recommend a 7% Provider rate cut <ul style="list-style-type: none"> • Nursing Homes • Hospitals • Doctors • Etc.

	<ul style="list-style-type: none"> o TennCare had to change a number of Grants that were paid to other State Agencies and other organizations o This year, Governor asked TennCare for an additional 9% cut o TennCare Programs are paid from the following <ul style="list-style-type: none"> • 1/3 – State Appropriations • 2/3 – Federal Appropriations o Ways to adjust TennCare expenditures <ul style="list-style-type: none"> • Enrollment • Provider reimbursement • Cost sharing • Benefits 	
Chair Arriola opened the floor to Commission Members for questions or comments. Commission Members asked general questions.		
PENDING ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
None		

11:30 A.M. LUNCH CHAIR JOHN ARRIOLA

DISCUSSION	Chair John Arriola recessed the meeting for lunch with instructions to Commission Members to meet at Legislative Plaza for the Department Study Committee at 12:45 P.M., Room LP-30.	
CONCLUSIONS	None	
PENDING ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
None		

1:00 P.M. – 2:30 P.M. DEPARTMENT STUDY COMMITTEE LP-30

DISCUSSION	TCAD Commission Members met at the State Legislature to listen to the discussion on the Study Committee for the Department Bill.	
CONCLUSIONS	Letter will be sent to each of the Lawmakers	
PENDING ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Have letters delivered to the Lawmakers	Mike Hann	Feb. 10, 2010

11:15 A.M. – 11:30 A.M. EMERGENCY PREPAREDNESS LAVERDIA MCCULLOUGH EMERGENCY MANAGEMENT COORDINATOR

DISCUSSION	Chair John Arriola recognized LaVerdia McCullough for her presentation on Emergency Preparedness.	
CONCLUSIONS	<p>Key Points:</p> <ul style="list-style-type: none"> • Make a plan - Major disasters – Prepare for a 5 to 7 day plan <ul style="list-style-type: none"> o Family o Elderly o Pets • Emergency Agencies <ul style="list-style-type: none"> o TEMA o Red Cross o Etc. • What to keep in your Disaster Kit: <ul style="list-style-type: none"> o Water o Food o Medication(s) o Poncho o Flash Drive (personal information) o Steel whistle o Compass o Etc. 	
PENDING ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

N/A		
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2:30 P.M. – 3:00 P.M.

TCAD BUDGET UPDATE

**PERRY REGISTER
TCAD FISCAL OFFICER**

DISCUSSION	Chair Arriola recognized Mr. Perry Register for his presentation on the TCAD Budget.	
CONCLUSIONS	<p>Key Points:</p> <ul style="list-style-type: none"> • Budget was presented to the Budget Office • Actual Year 2009: \$51,948,00 • Estimated Year 2010: \$53,980,600 • Base Request Year 2011: \$42,012,300 <ul style="list-style-type: none"> ○ TennCare did not renew our Waiver Contract ○ 14 Positions are removed from budget ○ \$9,000,000 is removed from budget ○ Alzheimer Task Force Sunsets June 30th – position removed from Budget • Year 2011: ADRC Grant funds 1 position <p>General discussion on the following:</p> <ul style="list-style-type: none"> • Plan to reduce our budget by 6% and 9% • Budget Office said that the sun setting Alzheimer Task Force could be part of our 6% reduction • Remainder of 9% is \$1,209,500 – Put in as recurring reductions in our budget • Year 2011 Budget: \$42,000,000 <p>General discussion on the Governor's State of the State presentation</p> <ul style="list-style-type: none"> • Some Departments will be held harmless on the Budget for a two-year period • TCAD will be getting back \$1,209,500 for 2 years <ul style="list-style-type: none"> ○ Recurring reduction ○ Put back in as a one-time for the two years ○ TCAD did not sustain the 9% cut ○ TCAD did sustain \$55,000 cut – Alzheimer Task Force <p>Ending Budget \$45,202,300</p>	
PENDING ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
None		

3:00 P.M. – 3:15 P.M.

EXECUTIVE DIRECTOR'S REPORT

**MIKE HANN
EXECUTIVE DIRECTOR**

DISCUSSION	Chair Arriola recognized Mr. Mike Hann for his Executive Director's Report.	
CONCLUSIONS	<p>Key Points:</p> <ul style="list-style-type: none"> • Staff Update • Mr. William Johnson's term expired – Replacement has been submitted by Ernestine Bowers (GNRC) • Medicaid Waiver update • Alzheimer's Task Force – Mickey Eldridge, Chair <ul style="list-style-type: none"> ○ Speaker: Janice Wade Whitehead • Grants Update • Single Point of Entry <ul style="list-style-type: none"> ○ AAAD Contract Amendment - \$728,500 • Budget Update • Options Program • State Health Insurance Assistance Program (SHIP) • Other <ul style="list-style-type: none"> ○ Dept on Aging Study Committee ○ TennCare Contract uncertainty ○ Updated Policy Manual • Single Point of Entry/ADRC <ul style="list-style-type: none"> ○ Refining & enhancing • Reauthorization of Older Americans Act • AAADs Area Plans – Due March 31, 2010 	

PENDING ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
N/A		

3:15 P.M. – 3:45 P.M.

COMMITTEE REPORTS

VARIOUS CHAIRS

DISCUSSION	Chair Arriola asked for the Chairs of the TCAD Committees to give their reports.
	<p><u>Audit Committee – Chair Judson Palmer</u></p> <ul style="list-style-type: none"> • 92% Rule <ul style="list-style-type: none"> ◦ As of June 30, 2009, \$1,000,000 of unspent money carried over by the AAADs ◦ Reviewed AAAD report of unspent money • Scheduling and reporting changes of future TCAD Audits <p><u>Long Term Care (LTC) Committee – Acting Chair Lynne O’Neal</u></p> <ul style="list-style-type: none"> • CHOICES Presentation – Speaker: Mark Henry, AmeriChoice • SHIP Program Presentation – Speaker: Shannon Jones • Unsafe environment plan of denial <p><u>Ad Hoc Alzheimer Task Force – Chair Mickey Eldridge</u></p> <ul style="list-style-type: none"> • Standing Committee – Look at transition from sun-setting Governor’s Task Force to the Commission on Aging and Disability responsibilities of taking recommendations from the Task Force and moving forward • Task Force is needed to remain in place • Recommended for the Commission to make the Standing Committee a permanent Standing Committee • Commission wanted to know what the role would be for an Advisory Council • Transition steps would include: <ul style="list-style-type: none"> ◦ Have a staff person appointed to work with the Standing Committee and the Advisory Council ◦ Standing Committee would appoint one liaison <ul style="list-style-type: none"> ▪ Jackie Talley – Liaison <p>Before making a motion, Chair Arriola opened the floor to Commission Members for a general discussion on the Ad Hoc Alzheimer Task Force recommendations. There were general discussions.</p> <p>Chair Arriola summarized discussion:</p> <ul style="list-style-type: none"> • Remain as an Ad Hoc Committee that will continue to report out and utilize in the same set up as far as having the Advisory Council playing the major role? • Move it to a more permanent Standing Committee who would go through our Bylaws <p><u>MOTION:</u></p> <p>Ms. Mickey Eldridge asked the Commission for a motion to approve the following:</p> <ol style="list-style-type: none"> 1. The Ad Hoc Committee to be allowed to continue their work, 2. They be allowed to form the Advisory Council when the existing Task Force sun-sets, and 3. They be allowed to ask the Director to look at the possibility of making available a staff person that would be able to work with the Ad Hoc Committee and the Advisory Council. <p>Chair Arriola accepted that Motion. The Motion was seconded by Seth Stanger. Chair Arriola asked for the Commission Members for their vote. The Commission Members voted unanimously to approve this Motion. Chair Arriola confirmed the Commission vote.</p> <p><u>Chair Patricia Miller – TCAD Ad Hoc Ombudsman Task Force</u></p> <p>Chair Miller passed out information on the Conflict of Interest to the TCAD Commission Members and proceeded with a discussion of the handouts.</p> <ul style="list-style-type: none"> • Conflict of Interest Policies and Procedures for Local Long Term Care Ombudsman Program • At last meeting, Commission Members were provided with a copy of the recommended policy and procedures to review before this quarterly meeting. • Seeking Commission approval of only the corrected section 9-6 of Chapter 9 (pages 9-21 through 9-24) <p>Before making a Motion, Chair Arriola opened the floor to Commission Members for a general discussion on the corrected section 9-6 of Chapter 9. There were no questions or discussions.</p> <p><u>MOTION:</u></p> <p>Chair Miller made the Motion that the Ad Hoc Ombudsman Task Force would like for the Commission to approve the changes to section 9-6 of Chapter 9 which deals with the Conflict of Interest Policies and</p>
CONCLUSIONS	

Procedures. Mickey Eldridge seconded the Motion. Chair Arriola accepted that Motion and asked for a Roll Call Vote of Commission Members to be processed. Commission Members voted unanimously their approval. Chair Arriola announced that the Motion passed.		
PENDING ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Long Term Care Committee recommends a Panel discussion for the next quarterly Commission meeting on the Implementation of CHOICES by Staff Reps	Phil Barnett	May, 2010

3:45 P.M. – 3:50 P.M.

NEW BUSINESS

CHAIR JOHN ARRIOLA

DISCUSSION	Chair Arriola asked for any New Business to be brought before the Commission Members.	
<p>Chair Arriola recognized Mr. Steve Witt who asked for the Chair's confirmation on the Policies and Procedures book and the 16 Chapters that had been sent to the AAADs and edited. He advised that the Commission had been exposed to only the changes in the Ombudsman Chapter and that it was the understanding of the AAADs that it was no longer necessary for changes in the Chapters to be reviewed and approved by the Commission.</p> <p>Key Points:</p> <ul style="list-style-type: none"> ▪ Chapters describe AAADs work ▪ Commission Members and Chair has given the Executive Director the responsibility to perform routine business ▪ Changes at the Federal level are also applied at the State level ▪ Long Term Care Committee discussed changes to the Chapter and they were surprised that recommended changes had not been brought before the Committee <ul style="list-style-type: none"> ○ Suggested Compromise: Temporary Change for State Rules and Regs – Emergency rules can be put in faster and have standing for 90 days or until the next Commission meeting to stay on top of Federal regs ▪ Chair decided that recommended changes should be brought before the Executive Committee and then brought before the Commission Members ▪ Policy and Procedures Manual had not been updated since 1997 <ul style="list-style-type: none"> ○ TCAD reviewed each Chapter ○ Updated each Chapter and sent it to the AAADs for comment ○ Options Chapter, Nutrition Chapter, Family Caregiver Chapters had work groups to update those Chapters, and then sent those to the AAADs for review and comment ▪ AAADs concerned with breaking with tradition, and possibly breaking with the Commissions Mandate who should be setting policy, not TCAD ▪ Chair advised that the Commission would not be able to set policy without deferring to TCAD staff leadership ▪ AAADs recommended the following process to the Commission: <ul style="list-style-type: none"> ○ TCAD staff develop policy ○ Send developed policy to AAADs for review and comment ○ Come back to the Commission for policy review and final approval ▪ Recommended policy changes in the past were brought forward to the Commission Members for review and approval. However, some Commission Members questioned this process at a previous meeting. It was stated that it was the Commissions expectation for TCAD to work recommended changes through the system and sign off on it. Based on that conversation, (Mike Hann) went to the Chair and asked for clarification and direction on whether he was supposed to do this or not. ▪ Commission Member Patricia Miller suggested that there should be additional discussion on how the Commission should handle this procedure <ul style="list-style-type: none"> ○ Categorize changes ○ Commission discretion on how they want to implement changes 		
CONCLUSIONS	Chair Arriola advised Commission Members that they should look at recommended changes at the Executive Committee level to make sure that they identify what they need to be communicating with the Commission that they should be aware of, and then have a full vote, if applicable. Sometimes it will be informational changes that will be open for discussion.	
PENDING ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Decide on procedures for recommended changes to policy and procedure manual (further define communication)	Chair John Arriola	May 11, 2010

3:50 P.M. – 3:55 P.M.

OLD BUSINESS

CHAIR JOHN ARRIOLA

DISCUSSION	Chair Arriola asked for any Old Business to be brought before the Commission Members.	
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CONCLUSIONS	Key Points:		
	<ul style="list-style-type: none"> • Contract with Doubletree Hotel will be fulfilled at the conclusion of the May, 2010 quarterly Commission Meeting <ul style="list-style-type: none"> ○ Discussion on where future Commission Member meetings should be held ○ Commission Members decided unanimously to renew their contract with the Doubletree Hotel, Downtown, Nashville, TN for future Commission Meetings • Commission Members are asked to complete the following forms <ul style="list-style-type: none"> ○ Conflict of Interest forms ○ Business Expense forms 		
PENDING ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE
Renew contracts with Doubletree Hotel, Downtown, Nashville, TN, for future quarterly Commission Meetings		Cindy Warf	

4:10 P.M.

MEETING ADJOURN

CHAIR JOHN ARRIOLA

DISCUSSION	Chair Arriola asked for a motion to Adjourn. Commission Member made a motion to adjourn, and the motion was seconded.		
CONCLUSIONS	Commission Members voted unanimously to adjourn this meeting. Chair Arriola adjourned the meeting.		
The next meeting for the TCAD Commission Members will be Tuesday, May 11, 2010, at the Doubletree Hotel, Downtown, Nashville, TN.			
PENDING ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE
None			