



**STATE OF TENNESSEE
DEPARTMENT OF COMMERCE AND INSURANCE
500 JAMES ROBERTSON PARKWAY
PRIVATE PROBATION SERVICES COUNCIL
NASHVILLE, TENNESSEE 37243-0572
615-741-1741 FAX 615-253-1179**

**MEETING TO BE HELD AT
710 JAMES ROBERTSON PARKWAY
ANDREW JOHNSON BUILDING
2nd FLOOR CONFERENCE ROOM**

**MEETING AGENDA
December 2, 2011**

- 10:00 a.m. Call to Order – Chris Craft, Chairman**
- Roll Call – Donna Hancock, Executive Director
- 10:05 a.m. Agenda – Review / Adopt**
- Minutes from September 02, 2011 Adopt (Tab 1)
- 10:10 a.m. Legal Report – Benton McDonough, Staff Attorney**
- 10:15 a.m. Administrative Report – Donna Hancock**
- Budget Report (Tab 2)
 - Complaint Comparison Report (Tab 3)
- 10:20 a.m. Unfinished Business**
- 10:30 a.m. Adjourn**

Notice: Commission / Board meetings will be conducted by permitting participation of the Commission / Board members by electronic means of communication, if necessary. Any member participation by electronic means shall be audible to the public at the location specified above. Some meetings may be cancelled 30 days prior to the actual meeting. Before planning to attend a meeting, please be certain the meeting is being held as originally scheduled. Unless otherwise noted, all times listed are U.S. Central time.