



The Tennessee Open Meetings Act passed by the General Assembly in 1974 requires that meetings of state, city and county government bodies be open to the public and that any such governmental body give adequate public notice of such meeting. Open meeting notices can also be accessed at <https://www.tn.gov/health/calendar.html>.

In order to participate in the period of public comment before a Governing Body, a member of the public must notify the Governing Body **ten business** days prior to a scheduled meeting that the individual desires to address the Governing Body. The individual must also notify the Governing Body of the topic from the published agenda or sunshine notice for the meeting on which the individual wishes to speak. This notice by the member of the public to the Governing Body shall be directed to the email given in the published agenda or sunshine notice for the meeting.

If the Governing Body amends the published agenda or sunshine notice within ten business days prior to the meeting, any member of the public desirous of addressing the Governing Body must give notice that they desire to speak on the added agenda topics **no later than twenty-four hours** prior to the Governing Body's meeting. All reasonable attempts are made to include all items submitted up to one day prior to the meeting. Please note that items submitted within one day of the meeting are not guaranteed to have been timely reviewed and may not be able to be included.

A detailed meeting agenda will be available online when finalized at <https://www.tn.gov/health/calendar.html>. A copy may also be requested by calling the board office at 615-741-3807.

**TENNESSEE DEPARTMENT OF HEALTH  
HEALTH RELATED BOARDS  
MEMORANDUM**

**Date:** December 12, 2024

**To:** Dean Flener, Director of Communications and Media Relations

**From:** Kimberly Wallace, Regulatory Board Administrative Director

**Name of Board:** TN Board of Optometry

**Date of Meeting:** January 8, 2025

**Time:** 9:00 am CST

**Place:** Office of Health Related Boards  
Poplar Conference Room  
665 Mainstream Drive, Ground Floor  
Nashville, TN 37243

**Link to Live Video Stream:**  
<https://tdh.streamingvideo.tn.gov/Mediasite/Play/3194353cd34c4d3d9d2fa6196d0624641d>

*Note: The Board will recess for lunch from approximately 1:00-2:00 pm CST*

## **Major Items on Agenda:**

1. Call to Order
2. Public Comment
3. Discuss and Take Action as necessary regarding Legislation
4. Receive Reports and/or Requests from the Division of Health Licensure and Regulation
5. Presentation of Orders and OGC Disciplinary Items
  - a. Consent Orders
  - b. Agreed Orders
  - c. Orders of Compliance
  - d. Requests for Order of Modification
6. Applicant Interviews/File Reviews/Waivers and Other Requests
7. Consideration of Peer Assistance Contract
8. Receive Reports and take action as needed regarding CSMD Committee Reports
9. CONSENT AGENDA
  - a. Approval of Meeting Minutes, October 9, 2024
  - b. Ratification of Licensure Files
  - c. Approval of Agreed Citations
    - i. CE – Brandi Long, License #2546
  - d. Departmental Reports
    - i. Administrative Office
    - ii. Office of General Counsel
    - iii. Office of Investigations
  - e. Notices
    - i. ACOE Notice of Changes
    - ii. ARBO Notice of OEBC Discussion in KY
10. Discuss and take action as necessary regarding Rulemaking, Rule Amendments, and Policies
  - a. Jurisprudence Exam Rules 1045-02-.03(3)
  - b. Chapter 1045-02: Retrospective Rule Review
11. Review of Correspondence
12. Conference/Event Reports and Upcoming Events Review
  - a. ARBO 2025
13. Discuss Old/New Board Business
14. Adjourn

This memo shall be forwarded from individual programs to the Public Information Office on the 15th day of the preceding month. The Public Information Office will prepare the monthly list of meetings within the Department and have ready for distribution to state media by the 28th day of the preceding month.

Public Comment Requests for the TN Board of Optometry may be submitted to: [Unit3HRB.Health@tn.gov](mailto:Unit3HRB.Health@tn.gov)

*References*

Statutes and Rules for the Optometry Board: [Statutes And Rules \(tn.gov\)](#)