



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.

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

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  
AMENDED MEMORANDUM**

**DATE:** July 10, 2025

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

**FROM:** Kimberly Wallace, Regulatory Board Administrative Director II

**NAME OF BOARD:** Tennessee Board of Dispensing Opticians

**DATE OF MEETING:** July 16, 2025

**TIME:** 9:00AM CST

**PLACE:** Office of Health Related Boards  
Poplar Room  
665 Mainstream Dr.  
Nashville, TN 37243

**Link to live video stream:**

<https://tdh.streamingvideo.tn.gov/Mediasite/Play/e4a657ac55cd47dc848d391e8a1e27541d>

## **AGENDA**

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

1. Call to Order
2. Discuss and take action as necessary regarding Legislation
3. Receive Reports and/or Requests from the Division of Health Licensure and Regulation
4. Presentation of Orders, and Other OGC Disciplinary Items
  - a. Consent Orders
  - b. Agreed Orders
  - c. Orders of Compliance
  - d. Requests for Order of Modification
5. Applicant Interviews/File Reviews/Waivers & Other Requests
  - a. Apprentice File Re-Open Request – Haley Dixon, File #3496
  - b. Apprentice File Request – Caitlin Bowling, File #4132
6. CONSENT AGENDA
  - a. Approval of Meeting Minutes, April 23, 2025, Board Meeting
  - b. Ratification of Licensure Files
  - c. Approval of Agreed Citations - None
  - d. Notices - None
  - e. Departmental Reports
    - i. Administrative Office
    - ii. Office of Investigations
    - iii. Office of General Counsel
7. Discuss and take action as necessary regarding Rules, Rulemaking and Policies
  - a. Rule Consideration Regarding AI
8. Discuss Old/New Board Business
  - a. Consideration of a standing agenda item for the TN Dispensing Opticians Association
9. Review of Correspondence
10. Public Comment
11. 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.

*References:* Statutes and Rules for the Board: [Statutes And Rules \(tn.gov\)](https://www.tn.gov/statutes-and-rules)