



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.

TENNESSEE DEPARTMENT OF HEALTH  
HEALTH RELATED BOARDS  
AMENDED MEMORANDUM

Date: January 24, 2025

To: Dean Flener, Director of Communications and Media Relations

From: Jeffrey Stewart, Board Administrator

Name of Board or Committee: Tennessee Board of Alcohol and Drug Abuse Counselors

Date of Meeting: January 24, 2025

Time: 9:00 am CST

Place: Health Related Boards  
Poplar Room  
665 Mainstream Drive  
Nashville, TN 37243

**Link to Live Video Stream:**

<https://tdh.streamingvideo.tn.gov/Mediasite/Play/705d705edf704f0aba12bbe2b04352341d>

**AGENDA**

**1. Conflict of Interest Policy Review**

**2. Election of Officers**

- a. Chair
- b. Secretary

**3. Consideration of Applications**

- a. Jacky Hatfield

**4. Approval of Minutes**

**5. Departmental Reports**

Discuss, consider, and take action if needed regarding the following:

- a. Office of Investigations
- b. Fiscal Office
- c. Administrative Office
- d. Office of General Counsel

**6. Conduct New Business**

Discuss, consider, and take action if needed regarding the following:

- a. Discuss and consider approving new licenses for those that have passed applicable examination(s).
- b. Discuss and consider approving reinstatement and/or reciprocity applicants for licensure.
- c. Discuss and consider action on request for continuing education approvals(s)
  - i. Jessica Hirsch
  - ii. Kristen Robinson
- d. Discuss and consider approval for any upcoming conferences.
- e. Discuss and take action if needed regarding rulemaking, hearings, rule amendments, and policies.
- f. Discuss legislation and take action if needed.

**j. Presentation of Disciplinary Orders**

- a. Contested Case(s)
- b. Consent Order(s)
- c. Agreed Citation(s)
- d. Agreed Order(s)
- e. Final Order(s)
- f. Order(s) of Compliance
- g. Petition(s) for Order Modification

**k. Public Comment**

**l. Adjournment**