



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.

**TENNESSEE DEPARTMENT OF HEALTH
MEMORANDUM**

Date: February 20, 2019

To: Shelley Walker, Director of Communications and Media Relations
Amber Ricks, Commissioner Office
Michelle Long, Assistant Commissioner,
Bureau of Health Licensure and Regulation

From: Ray Cook, Interim Director of Emergency Medical Service

Name of Board or Committee: Initial Education Committee

Date of Meeting: December 11th, 2018

Time: 1:00 p.m. Central Standard Time

Place: Iris Room, First Floor
665 Mainstream Drive
Nashville, TN 37243

Major Item(s) on Agenda: See Agenda for details

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.