

# MEMO

To: Ramya Kashireddy  
From: Ashley Chandler, Traumatic Brain Injury  
Program Director Date: April 13, 2026  
Subject: Traumatic Brain Injury Advisory Council  
Meeting Notice

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.

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 [Ashley.Chandler@tn.gov](mailto:Ashley.Chandler@tn.gov) or 615-741-1230.

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.

For more information, contact Ashley Chandler ([Ashley.Chandler@tn.gov](mailto:Ashley.Chandler@tn.gov) or 615-741-1230). This meeting will include members who are participating by electronic means of communication. If a member of the public wishes to provide public comments by electronic means of communication, please contact Ashley Chandler (see above for instructions, email and phone).

**Name of Board or Committee:** Traumatic Brain Injury Advisory Council

**Date of Meeting:** May 11, 2026

**Time:** 9:30 AM – 12:00 PM Central Time

**Place:** Webex Webinar and Tennessee Department of Health (710 James Robertson Parkway, Nashville, TN 37243, Floor 1, Multipurpose Room)

To connect electronically, the link to join is:

**Webex Webinar Meeting Link:** [Join the meeting now](#)

**Webinar Number:** 2319 807 5527

**Webinar Password:** 73776735

**Webinar Call In Option:** 415-655-0001

**Access Code:** 2319 807 5527

**Agenda:**

- I. Call to Order and TBI Council Member Roll Call
- II. Approval of February Minutes
- III. Staff Report
- IV. TBI Service Coordinator Spotlight
- V. Brain Links Program Update
- VI. Brain Injury Association of America – Tennessee Chapter Update
- VII. TBI Advisory Council By-Laws Review
- VIII. TBI Advisory Council Member Report Out
- IX. Needs Assessment Review and Discussion
- X. Public Comment Period
- XI. Community Announcements

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.