

**BOARD OF EXAMINERS FOR NURSING HOME ADMINISTRATORS
MINUTES**

DATE: November 6, 2023

TIME: 9:00 a.m. Central Time

LOCATION: Office of Health-Related Boards
Iris Conference Room
665 Mainstream Drive
Nashville, TN 37243

MEMBERS PRESENT: Amy Garner
David Keeling
Marnie Knight, RN
Randy Reynolds
Lakecia Thomas, Board Chair

MEMBERS ABSENT: Nyda Bays, Board Secretary
Dr. Chris Evans, ex officio Member
Carl Hudgens, Citizen Member
Dr. Victor Legner, Board Vice Chair

STAFF PRESENT: Kimberly Wallace, Regulatory Board Administrative Director
Kyonzte Hughes-Toombs, Deputy Director
Sam Mullins, Regulatory Board Administrative Assistant
Timothy Peters, Senior Associate Counsel
Ronda Webb-Stewart, Senior Associate Counsel

Call to Order

The meeting was called to order at 9:00 am CST. A quorum was present to conduct Board business.

Ms. Wallace introduced new Board Member, Ms. Marnie Knight, who will serve as the nurse representative member.

Discuss and consider approval of August 7, 2023, Meeting Minutes

A motion was made by Ms. Thomas
To approve the Minutes of the August 7, 2023, Board Meetings, as written.
With a second made by Mr. Keeling

Discussion: None OR As Follows
The motion passed unanimously by voice vote.

Receive Reports and/or Requests from the Office of Investigations

Dorsey Luther, Legal Review Coordinator, presented the OIV report, as follows:

YTD 2023 through 10/23/2023

New Complaints Opened	60
Total Closed Complaints	49
Currently Open Complaints	26
Newly Opened Complaints by Allegation:	
<i>Unprofessional Conduct</i>	60

Receive Reports and/or Requests from the Division of Health Licensure and Regulation

Emily Godwin, Director of Finance, presented the FY2023 Year-End reports to the Board.

Ms. Godwin informed the Board that their expenses have increased during FY2023, which has had an impact on the Board's finances, leaving them in the red this year. That increase has come from substantially increased investigation costs.

The investigative increase is due to a considerable uptick in the number of investigative referrals coming over from the Health Facilities Commission for Administrators of facilities that have been cited; this cost level is anticipated to continue. Salaries and wages are also expected to increase.

This Board has a fee decrease rule change that was recently heard through the Government Operations Committee and is scheduled to go into effect on 11/20/23 to decrease the Application Fee from \$300 to \$150 and to decrease the Renewal Fee from \$150 to \$60.

If the deficit continues in similar fashion as FY2023 in FY2024, the remaining cumulative carryover will not be sufficient to cover it.

Mr. Peters noted that he can research whether the current fee decrease rule can be denied prior to its implementation. He also stated that the Board would have to go through a regular rulemaking to implement further changes. Due to the current status, the process may be eligible for priority review.

Ms. Godwin provided an analysis for the Board of potential fee scenarios for their consideration. Mr. Keeling stated he would like to see if the current decrease could be halted.

A motion was made by Ms. Thomas

To have the OGC to see what it would take to halt the current fee decrease, and if it is possible, to go ahead and have it halted.

With a second made by Mr. Keeling

Discussion: None OR As Follows:

Mr. Peters noted that the legislature may be hearing this type of issue from more than just this Board. Mr. Reynolds asked if a future increase is then needed and if put in motion in the March meeting, how long would it take to implement. Mr. Peters believes it may qualify for an expedited rulemaking as an emergency rulemaking, combined with a regular rulemaking to make it permanent. Mr. Reynolds asked what would happen if the fee decrease is halted but no further increase is put in place, and if the Board would be in the black for FY2024. Ms. Godwin stated it is anticipated to still be in the red. They could also vote today to start the increase rulemaking process.

Ms. Luther spoke to the Board regarding the expenses for investigations. She explained the complaint review process and billable time process and that when a case is closed with no disciplinary order, the costs of the investigation are paid by the Board, not assessed to the licensee. The Board has experienced an uptick in complaint referrals. Ms. Luther confirmed that this year was higher than previous years due to the uptick in complaints received. It is difficult to anticipate future numbers, but Ms. Luther can see that the number of complaints may remain similar in future years.

Ms. Godwin noted that each Board's renewal fee varies from profession to profession.

Mr. Peters stated that statutes require Boards to remain self-sufficient and the Board should be looking ahead at a plan to resolve this issue.

Ms. Luther noted that there are approximately 20 investigative cases pending, and the timing of billing and costs for those currently pending cases will vary one from another due to the unique circumstances of each case. Mr. Keeling asked about the increase in complaints and what the evaluation process is for the initiation of investigations. Ms. Luther stated that individuals may now submit complaints online, whereas they used to have to submit it through a manual form process. Ultimately, it is the consultant's decision as to the handling of each complaint through the process.

Mr. Peters noted the Board's need to take timely action on this issue.

The Board then moved to a vote on the open motion.

The motion passed unanimously by voice vote.

Ms. Godwin then presented scenarios for potential fee increases for the Board's consideration. Mr. Peters stated it would be sometime after the first of the year before an emergency rule would

be able to be heard. Ms. Godwin stated that any change could take a couple of full periods of fine-tuning, due to the variables in expenses. The Board would need to build back to the Cumulative Carryover target balance.

Ms. Knight brought up that they are seeing Administrators being investigated after a facility is cited from a survey with findings and asked how that process is handled. Mr. Peters provided a brief summary of that process for the Board. Ms. Luther noted the correlation between discipline for facilities and referrals to the NHA Board regarding the Administrator.

Investigations should be able to provide some projections to Finance before the March 2024 meeting, however, Ms. Godwin noted that there are several considerations, including the number of hours that Investigations bills.

Mr. Keeling stated that he'd like to see the projections at the March meeting, with the potential for further action at that time.

A motion was made by Ms. Garner

- To increase the Application Fee from \$300 to \$400
- To increase the Renewal Fee from \$150 to \$450
- Re-evaluate fee amounts in March 2024 Board meeting

With a second made by Ms. Knight

Discussion: None OR As Follows

The motion passed unanimously by voice vote.

A motion was made by Ms. Knight

To move the fee increase rule to emergency rulemaking.

With a second made by Ms. Thomas

Discussion: None OR As Follows

The motion passed unanimously by voice vote.

Discuss and take action as necessary regarding Legislation

There were no legislative items for the Board to review in this meeting.

Receive Reports and/or Requests from the Board Administrative Office

Mr. Mullins presented the Admin Report, as follows:

STATISTICAL REPORT

The Board has 772 total active licensees as of October 30, 2023

Licensing activities from August 7, 2023, through October 30, 2023

New applications received - 21
New licenses issued – 10
Reinstatements -1
Number of paper renewals -21
Number of renewals in VO (online) - 65
Number of licensees who retired - 6
Failed to Renew/Expired licensees - 16
Closed applications - 1

The online renewals constitute a usage rate of approximately 71% of all renewals during this period.

2024 BENHA meeting dates:

March 4, 2024
June 10, 2024
August 5, 2024
November 18, 2024

Travel and Lodging

- The current mileage rate is \$0.655
- The current meals and incidentals rate is \$59.25 per day for overnight stay
- The current maximum reimbursable rate for hotel lodging in Nashville for upcoming meeting dates is as follows (rates re-set each October):
 1. November 2023 \$237
 2. March 2024 \$233
 3. June 2024 \$233
 4. August 2024 \$210

Ms. Wallace informed that Board that she received a request from Signature Health Care, from their Talent Development and Learning Division, asking for assistance with the TN AIT Program and licensure procedures as they are working on their own AIT Program. She assisted them in understanding the application and licensure process for TN by walking them through her Student Outreach presentation, and they were appreciative of her time and efforts.

Receive Reports and/or Requests from the Office of General Counsel

Mr. Peters presented the OGC report, as follows:

Litigation:

There are currently three (3) open cases with the Office of General Counsel. One case has a consent order which is being presented at the November 6, 2023, meeting.

Rules:

There is a fee decrease Rulemaking that was approved at a Government Operations hearing.

Presentation of Orders, Agreed Citations, and Other Disciplinary Items

Consent Orders

Haley Strachn Lic. 4004

On or about July 24, 2022, Respondent was the administrator at a long-term care facility in Knoxville, TN. The facility received immediate jeopardies on several clinical areas following a survey conducted by the Health Facilities Commission from 7/24/22 through 8/4/22. A follow-up survey was conducted 8/24/22 through 8/25/22 to verify that the deficiencies were corrected that were cited in the previous survey. The facility was still out of compliance and was cited with another immediate jeopardy for admission, transfer, and discharge. The Centers for Medicare and Medicaid Services revoked the facility's reimbursement for Medicare and Medicaid. The facility began transferring patients and ultimately closed in September of 2022. The Tennessee Department of Health, Office of Investigations ("OI"), Investigators ("Investigators") conducted interviews of Respondent and several employees of the facility. The interviews conducted by Investigators indicated that the facility had been in financial trouble with staffing agencies, medical and food suppliers, and would even ask current staff to go without payment for weeks. Interviews also showed admissions were rarely turned away despite residents not being appropriate for the facility and while the facility did not have the staff or supplies to properly care for the residents. An interview with Respondent indicated that Respondent left admission/discharge decisions up to the corporate office and that Respondent only had an admission/discharge process but no real policy. Ultimately, Respondent was unable to provide safe care to all patients at her facility.

The licensee was REPRIMANDED, and will be responsible for the actual and reasonable costs of prosecuting this case, up to a maximum amount for the assessment of costs not to exceed two thousand dollars (\$2,000). This is a formal disciplinary action and will be reported to the National Practitioner Data Bank (N.P.D.B.) and/or similar agencies.

A motion was made by Ms. Thomas

To approve the Consent Order for Haley Strachn, License #4004, as written.

With a second made by Mr. Reynolds

Discussion: None OR As Follows:

Mr. Keeling inquired about admission/discharge statements made in the Consent Order.

A voice vote was taken with a split vote, a roll call vote ensued, as follows:

- Ms. Amy Garner AYE
- Ms. Lakecia Harper AYE
- Mr. David Keeling NAY
- Ms. Marnie Knight NAY
- Mr. Randy Reynolds NAY

The motion failed by roll call vote.

Mr. Peters requested direction from the Board for recommendations on what the Board would like to see, since they did not approve the Consent Order as written.

Mr. Reynolds asked if there is a possibility for the respondent to appear before the Board, outside of a hearing. Mr. Peters stated that is what a hearing would present. Mr. Reynolds would like to have more information on this case. He feels that having a formal hearing would give them that opportunity and Mr. Peters informed the Board that they would be the ones to make the decision on the case, even in a hearing.

The Board discussed various aspects of the Consent Order that was presented. Mr. Reynolds felt the Consent Order did not provide sufficient information for the Board to make an appropriate decision. Mr. Peters will look at the availability of additional information to be presented and potentially present a revised Consent Order at a future meeting.

Agreed Citations

There were no Agreed Citations for the Board to review in this meeting.

Applicant Interviews/File Reviews/Waivers & Other Requests

Ms. Wallace gave notice that the applicants being presented in this meeting are seeking to move forward in the pursuit of licensure by either being approved to begin an A.I.T. Program, being approved to take the TN NHA Jurisprudence Exam, and/or being approved to take or re-take the NAB Exam. All approvals are dependent upon meeting any contingencies as specified by the Board in their motions and/or by examination requirements as described in the Board's Rules.

Administrators-In-Training (A.I.T.) Applicants

Emily Boshears 4157

Applicant was Present In-Person Present By Phone Not Present

The Board discussed the applicant's education and experiences leading up to their application for nursing home administrator.

A motion was made by Mr. Keeling

To approve the applicant for a standard 6-month/1,040-hour A.I.T. Program.

With a second made by Ms. Thomas

Discussion: None OR As Follows

The motion passed unanimously by voice vote.

Uriah Bowman 4175

Applicant was Present In-Person Present By Phone Not Present

The Board discussed the applicant's education and experiences leading up to their application for nursing home administrator.

A motion was made by Ms. Knight

To approve the applicant for a standard 6-month/1,040-hour A.I.T. Program.

With a second made by Mr. Keeling

Discussion: None OR As Follows

The motion passed unanimously by voice vote.

Laquana Chearis 4167

Applicant was Present In-Person Present By Phone Not Present

The Board discussed the applicant's education and experiences leading up to their application for nursing home administrator. The applicant confirmed the Preceptor at the facility will be Heidi Hawkins.

A motion was made by Mr. Keeling

To approve the applicant for a standard 6-month/1,040-hour A.I.T. Program.

With a second made by Mr. Reynolds

Discussion: None OR As Follows

The motion passed unanimously by voice vote.

Monica Frank 4171

Applicant was Present In-Person Present By Phone Not Present

The Board discussed the applicant's education and experiences leading up to their application for nursing home administrator.

A motion was made by Ms. Thomas

To approve the applicant for a standard 6-month/1,040-hour A.I.T. Program.

With a second made by Ms. Garner

Discussion: None OR As Follows

The motion passed unanimously by voice vote.

Collin Lewis 4176

Applicant was Present In-Person Present By Phone Not Present

The Board discussed the applicant's education and experiences leading up to their application for nursing home administrator.

A motion was made by Ms. Garner

To approve the applicant for a standard 6-month/1,040-hour A.I.T. Program.

With a second made by Mr. Keeling

Discussion: None OR As Follows

The motion passed unanimously by voice vote.

Aniese Lindsey 4158

Applicant was Present In-Person Present By Phone Not Present

The Board discussed the applicant's education and experiences leading up to their application for nursing home administrator. The applicant has an associate degree, however, all management experience obtained has been in the of nursing, which does not meet the rule for acceptable management experience.

A motion was made by Ms. Knight

To deny the applicant for a standard 6-month/1,040-hour A.I.T. Program based on the applicant not having sufficient management experience

With a second made by Ms. Thomas

Ms. Knight then withdrew her motion.

With a second by Mr. Reynolds for the withdrawal of the motion, which passed unanimously by voice vote.

Ms. Thomas then made a motion

To have applicant present to Admin Office documentation providing proof of additional management experience equivalent to 1/3 of the 5 years requirement in a department other than nursing in a licensed skilled nursing facility, within 45 days, or the application will expire.

With a second by Mr. Reynolds

Discussion: None OR As Follows

The motion passed unanimously by voice vote.

Austin Rowland 4162

Applicant was Present In-Person Present By Phone Not Present

The Board discussed the applicant's education and experiences leading up to their application for nursing home administrator.

A motion was made by Ms. Knight

To approve the applicant for a standard 6-month/1,040-hour A.I.T. Program.

With a second made by Ms. Thomas

Discussion: None OR As Follows

The motion passed unanimously by voice vote.

Kathryn Shaffer 4173

Applicant was Present In-Person Present By Phone Not Present

The Board discussed the applicant's education and experiences leading up to their application for nursing home administrator.

A motion was made by Ms. Garner

To approve the applicant for a standard 6-month/1,040-hour A.I.T. Program.

With a second made by Mr. Keeling

Discussion: None OR As Follows

The motion passed unanimously by voice vote.

Charles Stewart 4151

Applicant was Present In-Person Present By Phone Not Present

The Board discussed the applicant's education and experiences leading up to their application for nursing home administrator.

A motion was made by Mr. Keeling

To approve the applicant for a standard 6-month/1,040-hour A.I.T. Program.

With a second made by Mr. Reynolds

Discussion: None OR As Follows

The motion passed unanimously by voice vote.

Wanda Trentham 4164

Applicant was Present In-Person Present By Phone Not Present

The Board discussed the applicant's education and experiences leading up to their application for nursing home administrator.

A motion was made by Ms. Thomas

To approve the applicant for a standard 6-month/1,040-hour A.I.T. Program.

With a second made by Ms. Knight

Discussion: None OR As Follows

The motion passed unanimously by voice vote.

Reciprocity Applicants

NOTE: In accordance with the Board's Rules, all applicants by Reciprocity that are approved by the Board must successfully pass the TN NHA Jurisprudence Exam before licensure may be issued.

Darmilia Bailey 4168

Applicant was Present In-Person Present By Phone Not Present

The Board discussed the applicant's education and experiences leading up to their application for nursing home administrator.

A motion was made by Ms. Knight
To approve the applicant for reciprocity with approval to take the TN Jurisprudence Exam.
With a second made by Mr. Keeling
Discussion: None OR As Follows
The motion passed unanimously by voice vote.

Tasheika Cothon 4159

Applicant was Present In-Person Present By Phone Not Present

The Board discussed the applicant's education and experiences leading up to their application for nursing home administrator. Applicant licensed in MO since May 2023. No AIT Program was completed in any state. Applicant has not completed any degree.

A motion was made by Ms. Thomas
To deny the applicant for reciprocity due to the applicant not meeting the Board's Rules for Reciprocity
With a second made by Ms. Knight
Discussion: None OR As Follows
Mr. Peters advised the Board on the consequences of denying a license, resulting in a disciplinary action.

A new motion was then made by Ms. Thomas
To withdraw her previous motion and make a new motion to require the applicant to provide proof to the Admin Office of employment as a licensed NHA for 5 of the last 7 years within forty-five (45) days or the application will expire
With a second made by Ms. Knight
Discussion: None OR As Follows
The motion passed unanimously by voice vote.

Brian Lancenese 4160

Applicant was Present In-Person Present By Phone Not Present

The Board discussed the applicant's education and experiences leading up to their application for nursing home administrator. Applicant has been primarily serving in roles other than a licensed NHA over the last seven (7) years. Served approximately one (1) year in 2020 as NHA for a facility in VA. Missing a corrected application disclosing all states in which he has ever held a

license. Board also did not identify the document from OH in his file showing licensure and confirming AIT completion.

A motion was made by Mr. Keeling

To approve the applicant for reciprocity with approval to take the TN Jurisprudence Exam contingent upon the receipt of the proper documentation for the file of the corrected application and OH verification

With a second made by Mr. Reynolds

Discussion: None OR As Follows

The motion passed unanimously by voice vote.

Matthew Lloyd 4174

Applicant was Present In-Person Present By Phone Not Present

The Board discussed the applicant's education and experiences leading up to their application for nursing home administrator.

A motion was made by Mr. Reynolds

To approve the applicant for reciprocity with approval to take the TN Jurisprudence Exam.

With a second made by Ms. Knight

Discussion: None OR As Follows

The motion passed unanimously by voice vote.

Jada McLeod 4165

Applicant was Present In-Person Present By Phone Not Present

The Board discussed the applicant's education and experiences leading up to their application for nursing home administrator.

A motion was made by Ms. Thomas

To approve the applicant for reciprocity with approval to take the TN Jurisprudence Exam.

With a second made by Ms. Garner

Discussion: None OR As Follows

The motion passed unanimously by voice vote.

Exam Applicants

NOTE: In accordance with the Board's Rules, all applicants by Exam that are approved by the Board must successfully pass both the NAB Exam and the TN NHA Jurisprudence Exam before licensure may be issued.

Kenyetta Alexander 4177

Applicant was Present In-Person Present By Phone Not Present

The Board discussed the applicant's education and experiences leading up to their application for nursing home administrator. Applicant previously took the NAB unsuccessfully and completed an AIT Program in KY.

A motion was made by Ms. Thomas

To table the application to the next meeting.

With a second made by Mr. Reynolds

Discussion: None OR As Follows

The motion passed unanimously by voice vote.

Maria Farmer 4161

Applicant was Present In-Person Present By Phone Not Present

The Board discussed the applicant's education and experiences leading up to their application for nursing home administrator.

A motion was made by Mr. Keeling

To approve the applicant for reciprocity with approval to take the TN Jurisprudence Exam.

With a second made by Ms. Thomas

Discussion: None OR As Follows

The motion passed unanimously by voice vote.

Pamela Jackson 4139 Re-Look

Ms. Jackson appeared before the Board in the 08/07/2023 meeting, where the Board discussed the applicant's education and experiences leading up to their application for nursing home administrator in TN. Ms. Jackson had two unsuccessful attempts at the NAB Exam in State of AR

and has never been licensed as an NHA in any state. The Board discussed the Ms. Jackson's plan for preparation for taking the NAB in TN.

The Board had questioned Ms. Jackson's degree program, stating it does not meet the requirements for education to qualify to sit for the NAB Exam. Her degree was in Health Studies with a concentration in Healthcare Leadership, not Healthcare Administration with a 400-hour internship. The applicant stated she did complete an A.I.T. Program in another state.

The Board decided to table a decision to the November meeting, and the applicant was given the opportunity to provide proof of having completed an A.I.T. Program outside the state of TN for the Board to review at this meeting, having stated they would review that documentation and make a determination if it meets the qualification for them to approve her for taking the NAB in TN, or if a TN A.I.T. Program would be most appropriate.

Ms. Jackson submitted documentation, as follows:

Total = 517 hours between 04/28/21 – 08/20/21
08/09 – 08/13 – 40 Administration/Human Resources
05/17 – 05/21 – 32 Housekeeping
05/17 – 05/21 – 34 Maintenance/Activity
07/05 – 07/09 – 40 Social Services
06/14 – 06/18 – 40 Nursing
05/24 – 05/24 – 35 Activities
07/19 – 07/23 – 59 Administration/Business/Financial
05/15 – 05/17 – 32 Dietary
07/12 – 07/16 – 40 Business/Financial
08/09 – 08/13 – 40 Administration/Human Resources
04/28 – 04/01 – 18 Classroom
05/31 – 06/04 – 32 Nursing/Healthcare/Rehab
08/16 – 08/20 – 35 Classroom/Administration
08/02 – 08/07 – 40 Environmental, HR, Social Services

Applicant was Present In-Person Present By Phone Not Present

The Board discussed the applicant's education and experiences leading up to their application for nursing home administrator. The Board reviewed the AIT documentation provided by the applicant. The applicant has not completed any remediation training.

A motion was made by Ms. Thomas

To table the application for the next Board meeting.

With a second made by Mr. Reynolds

Discussion: None OR As Follows

The Admin Office will provide instructions to the applicant on required follow-up steps, as applicable.

The motion passed unanimously by voice vote.

Trezina Watkins 4106 New Application with Re-Take Request

The applicant was originally approved for a TN Board-approved AIT Program on 08/01/2022. She completed the AIT Program and was approved to sit for the NAB Exam. The applicant then had two unsuccessful attempts at the NAB Exam and her application expired as incomplete on 08/01/2023. To continue to pursue licensure, the Board's rules required her to complete a new application, which she has done.

In addition, due to the two failed attempts at the NAB Exam, she must submit a remediation plan for Board approval prior to being approved to sit for a third attempt at the NAB Exam.

Applicant was Present In-Person Present By Phone Not Present

The Board discussed the applicant's education and experiences leading up to their application for nursing home administrator. The Board reviewed the Exam Re-Take Request with an alternate educational program being completed by the applicant October 12, 2023.

A motion was made by Ms. Garner
To approve the applicant to site for a third attempt at the NAB Exam.
With a second made by Mr. Reynolds
Discussion: None OR As Follows
The motion passed unanimously by voice vote.

Temporary License Applicants

None

Waivers & Other Requests

None

Ratification of Licensure Files

A motion was made by Ms. Thomas
To approve the Ratification List, as presented.
With a second made by Mr. Keeling
Discussion: None OR As Follows
The motion passed unanimously by voice vote.

Discuss and take action as necessary regarding Rulemaking, Rulemaking Hearings, Rule Amendments, and Policies

There were no items for the Board to review in this meeting.

Board Officer Elections

TCA 63-16-102(f)(2)(b) only refers to the "executive officer" and gives no term specifications. This Board has, however, appointed three officers annually.

Current Officers:

- Chair: Lakecia Thomas
- Vice Chair: Dr. Victor Legner
- Secretary: Nyda Bays

A motion was made by Mr. Keeling

To approve the officers for 2024, as follows:

- Chair: Lakecia Thomas
- Vice Chair: Dr. Victor Legner
- Secretary: Randy Reynolds

With a second made by Ms. Thomas

Discussion: None OR As Follows

The motion passed unanimously by voice vote.

Review of Correspondence and Notices

There were no correspondence or notice items for the Board to review in this meeting.

Conference/Event Reports and Upcoming Events Review

FARB, January 25 – 27, 2024, Ft. Worth, TX

Staff would ask the Board to consider sponsoring 1 attorney seat for this conference.

A motion was made by Ms. Thomas

To approve sponsorship at the 2024 FARB Conference for 1 attorney

With a second made by Mr. Keeling

Discussion: None OR As Follows

The motion passed unanimously by voice vote.

Discuss Old/New Board Business

New Business – Portability of Licenses, Servicemembers and Spouses

OGC Staff are in the process of developing a formal set of rules and procedures for use across the HRB in meeting the requirements of the new Federal Servicemembers Civil Relief Act (SCRA) for servicemembers and their spouses.

Public Comment

Public Comments may be submitted in writing to Unit3HRB.Health@tn.gov or to 665 Mainstream Drive, Nashville, TN 37243, or may be given verbally by attending a meeting in person.

Adjourn

A motion was made by Ms. Thomas

To adjourn

With a second made by Mr. Reynolds

Discussion: None OR As Follows

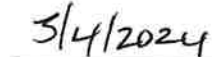
The motion passed unanimously by voice vote.

The meeting adjourned at: 1:12pm CST

These minutes were ratified by the Board at the March 4, 2024, meeting.



Board Chair



Date