



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.

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  
MEMORANDUM  
AMENDED**

**Date:** February 5, 2025

**To:** Dean Flener, Director of Communications and Media Relation

**From:** Sabrina Craig-Boyd, Board Administrator

**Name of Board:** Board of Occupational Therapy

**Date of Meeting:** February 6, 2025

**Time:** 9:00 am CST

**Place:** Poplar Room  
665 Mainstream Drive, Ground Floor  
Nashville, TN 37243

To view the livestream, please follow the link below.

<https://tdh.streamingvideo.tn.gov/Mediasite/Play/655d0c7360ef4e9e8c355d8820f074d21d>

**Major Item(s) on Agenda:**

- I. Call to Order
- II. Review and approve minutes from October 24, 2024 board meeting.
- III. Receive reports and/or requests from the Office of General Counsel
  - A. Contested Case(s)
  - B. Consent Order(s)
  - C. Agreed Order(s)
  - D. Order(s) of Compliance
    - 1. O'Hara, Jodi 2801
  - E. Request(s) for Order of Modification
- IV. Receive reports and/or requests from the Office of Investigations
- V. Receive reports and/or requests from the Division of Health Licensure and Regulation
- VI. Applicant Interviews/Reviews
  - A. Chelsey Moore OTA Applicant
- VII. Receive report from Tennessee Professional Assistance Program (TnPAP)
- VIII. Review, approve/deny and ratify initial determinations
  - A. Newly Licensed
  - B. Reinstatements
  - C. Modality
  - D. Temporary Permits
  - E. Closed Files
- IX. Receive reports and/or requests from the Administrative Office
  - A. Administrative Report
  - B. Agreed Citation
    - 1. English, John OT3100

2. Lamb, Norma OT3245
3. Vaden, Lauren OTA1835

- X. Discuss and take action, if needed, regarding correspondence
  - A. Logan Herndon TNOTA
- XI. Discuss and take action, if needed, regarding legislation
- XII. Discuss and take action, if needed, regarding rulemaking hearings, rule amendments, and policies
- XIII. Discuss Old and New Board Business
  - A. Election of Officers
- XIV. 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.