



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.

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**

Date: May 15, 2024

To: Dean Flener, Director of Communications and Media Relations

From: Kimberly Wallace, Regulatory Board Administrative Director

Name of Board: TN Board of Examiners for Nursing Home Administrators

Date of Meeting: June 10, 2024

Time: 9:00 am CST

Place: Office of Health Related Boards
Iris Conference Room
665 Mainstream Drive, Ground Floor
Nashville, TN 37243

Link to Live Video Stream:
<https://tdh.streamingvideo.tn.gov/Mediasite/Play/8888cb236b444f12a6af3fde007020cb1d>

Note: The Board will recess for lunch from approximately 1:00-2:00 pm CST

Major Items on Agenda:

1. Call to Order
2. Discuss and consider approval of March 4, 2024, Meeting Minutes
3. Discuss and Take Action as necessary regarding Legislation
4. Receive Reports and/or Requests from the Office of Investigations
5. Receive reports and/or Requests from the Division of Health Licensure and Regulation
6. Applicant Interviews/File Reviews/Waivers and Other Requests
 - a. Administrators-In-Training (A.I.T.) Applicants
 - b. Reciprocity Applicants
 - c. Exam Applicants
 - d. Temporary License Applicants
 - e. Waivers and Other Requests
 - i. NAB Exam Re-Take Request – Trezina Watkins, File #4106
 - ii. NAB Exam Re-Take Request – Kimberly Warren, File #4145
7. Receive Reports and/or Requests from the Office of General Counsel
 - a. Contested Cases
 - b. Consent Orders
 - c. Agreed Orders
 - d. Orders of Compliance
 - e. Requests for Order of Modification
8. Receive Reports and/or Requests from the Board Administrative Office
 - a. Administrator’s Report
 - b. Consideration of Consent Agenda
 - c. Agreed Citations
 - i. CE – Linda Byrd, License #3519
 - ii. CE – Heather Lansaw, License #1935
 - iii. CE – Larry McDaniel, License #2954
9. Ratification of Licensure Files
 - a. New Licenses, Reinstated Licenses, Preceptor Certifications, and Closed/Withdrawn Files
10. Discuss and take action as necessary regarding Rulemaking, Rulemaking Hearings, Rule Amendments, and Policies
11. Review of Correspondence and Notices
12. Conference/Event Reports and Upcoming Events Review

13. Discuss Old/New Board Business

14. Public Comment

15. 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.

Public Comment Requests for the TN Board of Examiners for Nursing Home Administrators may be submitted to:
Unit3HRB.Health@tn.gov

References

Statutes and Rules for the NHA Board: [Statutes And Rules \(tn.gov\)](#)