



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:** November 9, 2021

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

**From:** Brandon Ward, Director of Emergency Medical Service

**Name of Board or Committee:** Initial Education Committee

**Date of Meeting:** December 7, 2021

**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.