



The Tennessee Sunshine Law passed by the General Assembly in 1974 requires that meetings of State, City and County Government bodies be opened to the public and that any such governmental body give adequate public notice of such meeting.

TENNESSEE DEPARTMENT OF HEALTH

MEMORANDUM

DATE: May 15, 2024

TO: Ben Yarnell

FROM: Kate Lolley, Program Director, TNBDSS

Name of Board or Committee: Tennessee Birth Defects Registry Advisory Committee

Date of Meeting June 13, 2024

Time: 1:00 PM – 3:00 PM; Central Time

Place: Andrew Johnson Tower (7th floor, Conference Room F, 710 James Robertson Parkway, Nashville, TN 37243) and MS Teams

To connect electronically, the link to join is:

Meeting link: [Join the meeting now](#)

Meeting ID: 286 745 583 314

Meeting passcode: fF87Sm

For more information, contact Kate Lolley at Katherine.Lolley@tn.gov

This meeting may include members who are participating by electronic means of communication. To participate in public comments, a member of the public must notify the committee ten business days before a scheduled meeting that the individual desires to address the committee. The individual must also notify the committee 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 committee shall be directed to the email listed above. Public comments are only permitted on topics that appear on this sunshine notice or the published agenda for the meeting.

Major Item(s) on Agenda: (insert items here)

Program background, current data, and programmatic updates.

The Agenda will be posted 48 hours prior to the meeting.

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.