

**TN BOARD OF RESPIRATORY CARE
MEETING MINUTES**

Date: November 16, 2023
Time: 9:00 AM Central Time
Location: Office of Health-Related Boards
Iris Conference Room
665 Mainstream Drive
Nashville, TN 37243

Members Present: Dr. Gary Keith Lovelady
Kimberly Christmon
Ray Davis
Robert Farmer, Board Secretary
Curtis Powell
Craig Rooks, Board Chair

Member(s) Absent: Kira Anderson
Consumer Member Seat - Vacant

Staff Present: Kimberly Wallace, Regulatory Board Administrative Director
Sam Mullins, Regulatory Board Administrative Assistant
Ashley Fine, Senior Associate General Counsel

Guests Present: Teresa Phillips, TnPAP

Call to Order

The meeting was called to order at 9:02am Central Time. A roll call of Board Members was made, with a quorum present at the Call to Order. Administrative and legal staff were introduced.

Approval of Minutes of June 26, 2023 Board Meeting

A motion was made by Mr. Davis

To approve the Minutes of the June 26, 2023, Board Meeting, as written.

With a second made by Mr. Farmer

Discussion: None OR As Follows

The motion passed unanimously by voice vote.

Investigative Report

Dorsey Luther, Legal Review Coordinator with the Office of Investigations, presented the report.

Open Complaints	7
Closed Complaints	3
Total New Complaints	9
Unlicensed Practice	0
Substance Abuse	2
Criminal Charges	1
Outside Investigative Scope	0
Violation of Order	1
Lapsed License	3
Continuing Education Violation	0
Falsification of Records	1
Unprofessional Conduct	1

Financial Report

There were no finance reports for the Board to review this meeting.

Legislative Report

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

Tennessee Professional Assistance Program Report (TnPAP)

TnPAP Representative, Ms. Theresa Phillips, was present to provide their report for July 1, 2023, to September 30, 2023, as follows:

Agreements Activated	1
Monitoring	5
<i>Non-Regulatory</i>	3
<i>Regulatory</i>	2

Referrals	0
Discharges	0

Administrative Report

Board Administrator, Mr. Sam Mullins, presented the Administrative Report, as follows:

Active Licensees as of November 8, 2023:

RRT	CRT	RCA
Active Licensees – 4,146	Active Licensees – 1,197	Active Licensees – 1

Licensing activities from August 10, 2023, through November 8, 2023:

RRT	CRT
New applications received – 47	New applications received – 28
New licenses issued – 64	New licenses issued – 30
Reinstated – 4	Reinstated – 0
Registered Poly Endorsement(s) - 0	Certified Poly Endorsement(s) - 0
Number of renewals – paper – 46	Number of renewals – paper – 20
Number of renewals online – 418	Number of renewals online – 82
Number of licensees who retired – 7	Number of licensees who retired – 3
Number of licenses that expired – 57	Number of Licenses that expired – 35
Closed Files – 12	Closed Files – 6
Upgrades from CRT to RRT - 5	N/A
RRT Limited Permit to Full License – 8	CRT Limited Permit to Full License - 0

For Registered Respiratory Therapists, the number of renewals online during this period constituted a usage rate of 92%. For Certified Respiratory Therapists the number of online renewals constituted a usage rate of 88%.

2024 Board Meetings dates are as follows:

- February 15, 2024
- May 9, 2024
- August 29, 2024
- November 7, 2024

PLEASE NOTE:

If you are interested in attending a conference for your profession, you must contact the Board office no less than 12 weeks prior to the conference so that the Administrator will have enough time to process the request and submit all necessary information for approval. The Board must also pre-

approve sponsorship for the event at a regularly scheduled meeting.

Office of General Counsel Report

Ms. Fine presented the OGC Report inclusive of a review of the Conflict of Interest Policy, Open Meetings Act, and other items, as follows:

CONFLICT OF INTEREST

If you have a personal or financial interest in the outcome of any issue or matter before this board which may suggest a bias on your part, you are asked to state that interest on the record so that a determination can be made as to whether there exists a need for recusal. You are reminded that it is the duty of this board to protect the health, safety and welfare of the citizens of Tennessee and that the administration of this solemn responsibility is dependent upon avoiding even the appearance of impropriety.

OPEN MEETINGS ACT

Pursuant to the Open Meetings Act, Committee business may only be discussed by the committee members during the meeting. Members should not discuss the committee's business at any time other than during the open Committee meeting. The prohibition applies to phone calls, emails, and text messages. Committee members should also ensure that all comments during the meeting are stated for all to hear; private conversations between or among members during the meeting are inappropriate.

RULES

A rulemaking hearing was held at the Board's August meeting regarding fee decreases. Those rules are currently under review with the attorney General's Office

LITIGATION

APPEALS

None

CIVIL SUITS

None

PENDING CASES

There are currently no open cases in the Office of General Counsel.

DISCIPLINARY REPORT

The Disciplinary Coordinator for the Board of Respiratory Care is currently monitoring:

- Five (5) licensees for a reprimand;
- Two (2) licensees for probation;
- One (1) licensees for suspension; and

- Nine (9) licensees for revocation.

Presentation of Orders, Agreed Citations, and Other Disciplinary Items

Consent Orders

None

Agreed Citations

None

Orders of Compliance.

Phillip Tidwell, RRT License 395

Mr. Davis was recused from this item; a quorum of Board Members remained.

Mr. Tidwell was present to discuss his Petition for Order of Compliance of his previous 2016 and 2017 Board Orders. He was accompanied by personal counsel, Mr. Sam Helmbrecht.

Mr. Helmbrecht stated that Mr. Tidwell has paid all fines and costs of the previous Board Orders and has entered an agreement with TnPAP.

Ms. Fine reviewed with the Board that, based on his appearance in the last Board meeting, the documents presented today were that which were not presented at the last meeting. Ms. Fine drew the Board's attention to the Order of Compliance submitted by the Disciplinary Coordinator. Ms. Fine noted Mr. Tidwell's compliance with the 2016 and 2017 Board Orders and reviewed the TnPAP considerations of the Orders.

Ms. Christmon commented that she commended Mr. Tidwell for getting back on track in his life and for meeting the requirements of the Orders.

The Board considered a draft Order of Compliance prepared by Ms. Fine.

A motion was made by Mr. Powell.

To accept the Order of Compliance as written.

With a second made by Ms. Christmon.

Discussion: None OR As Follows

A roll call vote was conducted, as follows:

- Ms. Kimberly Christmon - Aye
- Mr. Ray Davis - Recused
- Mr. Robert Farmer - Aye
- Dr. Gary Keith Lovelady - Aye
- Mr. Curtis Powell - Aye
- Mr. Craig Rooks - Aye

The motion passed unanimously by roll call vote.

Ms. Wallace informed the Board that Mr. Tidwell submitted a reinstatement application on 11/07/2023, which is being presented for the Board's review and consideration. The application has the following deficiencies:

- Mr. Tidwell does not currently have NBRC credentials, which is a requirement for reinstatement.
- On the new application for reinstatement, the Employment History for the last 5 years was left blank and needs to be completed.

Ms. Fine reviewed the options for the Board in their consideration of the reinstatement application.

A motion was made by Mr. Powell

To approve the reinstatement application contingent upon Mr. Tidwell's completion of the application employment history for the last five (5) years, as well as obtaining active NBRC credentials.

With a second made by Mr. Farmer

Discussion: None OR As Follows

Clarification was given that the employment history section of the application should be completed to include positions held by Mr. Tidwell in any field, not just in healthcare.

Mr. Powell asked if the TnPAP agreement for thirty (30) months, as presented as a requirement in the previous Consent Orders, had been completed. Teresa Phillips noted Mr. Tidwell is currently in a monitoring agreement with TnPAP, which has not yet been completed. He applied in May and began monitoring in June. The TnPAP agreement is a standard 36 months, ending June 2026.

A roll call vote was then conducted, as follows:

- Ms. Kimberly Christmon - Aye

- Mr. Ray Davis - Recused
- Mr. Robert Farmer - Aye
- Dr. Gary Keith Lovelady - Aye
- Mr. Curtis Powell - Aye
- Mr. Craig Rooks - Aye

The motion passed unanimously by roll call vote.

The Board wished Mr. Tidwell well and commended him for meeting the requirements of the Board Orders. Mr. Tidwell thanked the Board. Mr. Tidwell's mother was present and made a public comment, thanking the Board.

Mr. Davis returned to the meeting at this time.

Applicant Interviews/File Reviews

Kenya Jackson, RRT File #8651

The applicant was present by phone to discuss their application file with the Board.

Ms. Wallace stated that this file could not be administratively approved due to the applicant having discipline on a previous TN CRT license and has been denied a reinstatement of that CRT license #4325 by the TN Respiratory Board on 02/14/2013 on the basis of a falsified ACLS Provider continuing education certification card and a pattern of fraudulent, criminal action.

In addition, Ms. Jackson also did not disclose the full reason for having been denied the reinstatement in 2013 in her letter of explanation, as she stated it was due to not disclosing her criminal record, when it was documented as being also due to the falsified CE records from her 2013 reinstatement attempt.

The Board asked Ms. Jackson to explain the previous indications and discipline in her history. She stated she was shortly out of respiratory school when she committed identity theft in an attempt to get a student loan for additional education. She states she has been completely honest in her licensure and employment activities since that time and has learned from her mistakes. She is actively licensed in MS and is an RT Supervisor, serving at her current facility for seven (7) years and did some travel work during the covid pandemic. She contends that the ACLS card in question at her 2013 reinstatement application was valid.

Mr. Powell noted that integrity is absolutely essential in this profession and the Board's responsibility is to protect the public.

Dr. Lovelady asked the applicant to clarify her current employment; she stated she has been there

seven (7) years and it is going very well. Ms. Jackson stated there has been no discipline on her MS license. Dr. Lovelady noted the indications and discipline occurred several years ago, and since then she has maintained continued employment in the licensed respiratory field in another state.

A motion was made by Mr. Powell

To approve the application file for RRT license for Ms. Jackson.

With a second made by Mr. Farmer

Discussion: None OR As Follows

The motion passed unanimously by voice vote.

Emily Southall, RRT File #8928

The applicant was present by phone to discuss their application file with the Board.

Ms. Wallace informed the Board that this file could not be administratively approved due to discipline on two other state respiratory licenses, including:

- 1) Iowa
 - a. License revoked 08/15/2008
 - b. License reinstated 05/17/2011
- 2) Wyoming
 - a. License suspended 09/16/2009
 - i. Opportunity to have suspension stayed via Board Order; restrictions removed by Board 03/17/2010

This file was presented to the Board at the 08/17/2023 meeting, at which the Board requested the applicant submit additional documentation, including an official license verification letter from the state of Wyoming, as well as documentation from Wyoming describing any follow-up or lifting of licensure restrictions from the previous discipline. Those two documents were received and are presented with the file in this meeting.

The Board asked Ms. Southall to describe the previous disciplinary actions on her other state licenses. She stated that at the ages of 19 and 20 she was convicted of DUI's. She participated in a monitoring program and a licensure hearing was conducted which resulted in license revocation, which was later reinstated. Since then, she has been licensed without incident. In her current employment, she is performing virtual CPAP equipment set-ups in multiple states, thus, seeking licensure in TN. She has made lifestyle changes and improved her life. Her company meets virtually with patients for their DME set-ups, and no one from the DME provider is present on-site during the virtual set-ups. She has been with her current job for one (1) year, her previous position was from 2013-2022. Ms. Southall completed a program for treatment of alcohol usage. She has not experienced any drinking problems since that time.

A motion was made by Mr. Farmer

To approve the application for RRT licensure for Ms. Southall

With a second made by Mr. Davis

Discussion: None OR As Follows

The motion passed unanimously by voice vote.

Codie Wilson, RRT File #8753

The applicant was present by phone to discuss their application file with the Board.

Ms. Wallace informed the Board that this is the third meeting at which this file has been presented for Board consideration, having been on the agenda on 06/26/2023 when the applicant chose to appear by phone but did not answer the call placed by the Board, and the Board tabled the file; on 08/17/2023 it was again on the agenda and the applicant submitted a letter asking the Board to review her file without her participation as she was not available to attend either in person or by phone on that date, however, the Board wished to discuss the application with her and again tabled the review; and now again it has returned to the agenda for this meeting.

Upon receipt and review of the reciprocity application file for Codie Wilson, the applicant responded “No” to the application question which reads, *“Have you ever held a license, registration, privilege or certificate in any profession that has ever been reprimanded, suspended, restricted, revoked, otherwise disciplined, curtailed, or voluntarily surrendered under threat of investigation or disciplinary action in any jurisdiction?”*

The license verification obtained for the applicant’s Colorado license, however, shows otherwise, having been disciplined in 2018. The 02/26/2018 Colorado Board actions included:

- Case #2018-13 - CLS Letter of Admonition
- Case #2018-549 - CLS Combined w/other case for action

Based upon review by the Administrative Office and advisory attorney, it appears that the applicant did not respond accurately to this application question with “Yes” and did not disclose the Colorado discipline.

This application could not be administratively approved and was being referred to the full Board for review and interview with the applicant, and for the Board to make the licensing decision for this application.

The Board asked Ms. Wilson to describe the history surrounding her prior license discipline and why she answered her application question as “no” to previous discipline. She stated she marked no

because she said there was no discipline issued. She self-reported the incident to CO and returned to work immediately.

Ms. Christmon asked the applicant if she read both pages of the letter of admonition. Ms. Wilson said she did. Mr. Rooks explained that the action by CO was indeed a disciplinary action. She appreciated the clarification and stated she didn't understand it as being disciplinary previously.

She was a brand new RT and had a patient whose requests did not match the provider's orders when this incident occurred. It has become a teaching opportunity for her since that time.

Mr. Rooks noted the root of the issue is Ms. Wilson documented a false reading. Ms. Wilson stated she did go back and correct the documentation and discussed with her supervisor that accurate readings must always be documented. She is seeking TN licensure to potentially relocate to TN. Ms. Wilson said if faced with the same scenario today, she would never document anything that was not true and would refer them to a case manager or other appropriate authorities for assistance to get it handled properly. Ms. Wilson has taken coursework on ethics and how to handle ethical dilemmas, as part of her CEU's. Her current hospital is a teaching facility, and they provide a lot of instruction. She has given presentations on Medicare/Medicaid requirements for home oxygen. She has encountered other situations that could be seen as grey areas and she consistently reaches out to higher authorities for consultation and direction.

A motion was made by Mr. Powell

To approve the application for licensure RRT Codie Wilson

With a second made by Mr. Farmer

Discussion: None OR As Follows

Mr. Farmer told Ms. Wilson he appreciated her being present on the phone for the meeting to bring clarity on her file.

A voice vote was conducted, with both "aye" and "nay" votes cast, so the Board proceeded to conduct a roll call vote for clarity, as follows:

- Ms. Kimberly Christmon - Nay
- Mr. Ray Davis - Aye
- Mr. Robert Farmer - Aye
- Dr. Gary Keith Lovelady - Aye
- Mr. Curtis Powell - Aye
- Mr. Craig Rooks - Aye

The motion passed by majority by voice vote.

Philip Tidwell, RRT License #395

The Board reviewed Mr. Tidwell's file at the same time that the Petition for Order of Compliance was heard earlier on the agenda, so there was no further action to take on this agenda item.

CE Course Approval – Ariel Clark

A request was received from Ariel Clark, Director of Educational Affairs for the TN Pharmacists Consortium for Education for an event that occurred on 09/23/2023. Upon receipt of the emailed request, Ms. Wallace replied, providing the requirements as listed in the Board Rules for the submission of a request for CE course approval. Ms. Clark did not reply to the request for additional documentation; thus, the request is being submitted to the Board as originally received.

A motion was made by Ms. Christmon

To deny due to lack of information

With a second made by Mr. Farmer.

Discussion: None OR As Follows

The motion passed unanimously by voice vote.

Ratifications

Ms. Wallace informed the Board that the files below have been reviewed and found to be in good order in accordance with the Board's Rules.

A motion was made by Mr. Farmer

To approve the ratification list as written

With a second made by Mr. Davis

Discussion: None OR As Follows

The motion passed unanimously by voice vote.

Ratification List

08/10/23 through 11/08/23

RRT Closed Applications

Ambrose William Allen
Crofts Heather Renee
Detar Judith Emily
Epperson Lourdes M.

Holmes Dayna
Jones Beverly Anne
Nyanchongi Olive Moraa
Pennie Melissa
Ramos Andrew
Smith Courteney
Southall Emily Lynn
Thomas Royslundria Veronique Mrs

RRT Newly Licensed

8955 Acosta Alice
8977 Alabduljabbar Yasamiyan
8935 Aliu Courtney Rebecca
8965 Anderson Gabrielle
8948 Anye Emeline Fansah
8957 Arnold Shannon Amie
8963 Barnett Tawanasha
8945 Below Stacey Marie
9006 Berkey Elizabeth Kamay
8982 Birger Christine
8980 Booker Brittany
8992 Brackett Darrell
9001 Bruce Jason
8899 Brunson Donesia R.
8972 Capps Tammy Lynn
8960 Chancey Faith
8919 Chuntz Todd
8953 Cini Jennifer Irene
8944 Dakanay Ria
8986 Danielson Josephine Marie
8961 Dantzer Shilo
8970 Davis Zandy Katrice
8942 Dougherty Matthew Linden
8967 Fasolo Carington
8968 Gerbers Michaela
8998 Grossarth Stacey
8969 Hunt Tiereney
8975 Kirby Sallye Ann
8984 Koffi Martial
8993 Krapf Jasmine
8902 Lamb Brian
9012 Lemar Amy
8962 Linderman Susan Mary
8904 Little Bradley
8932 Mandella Carrie

8974 Marino Megan Louise
8947 Martinez Suarez Estefania
8915 Mccutcheon Cody
8985 Mcmillion Philippa Ann
8951 Miller Taylor Rae
8959 Mills Tyler J
8999 Moore Derrika
9002 Olk Deborah
9004 Perry Lashawnda
8973 Prester Adam Evan
9010 Reber Shannon Kelly
8987 Richardson Felicia Ann
8966 Rodriguez Gabriela
9011 Rogers Joshua
9009 Roque Abigail Azusena
8958 Samples Andrew Vaughn
9000 Small Sierra Nicole
8923 Snodgrass Taylor
8971 Stanley Tiffany
8976 Stewart Kara
8920 Tapia Stefanie Lee
8908 Taylor Kristi Lynn
8950 Todhunter Matthew Craig
8909 Trahan Beal Magee III
8910 Trahan Vanessa
8996 Waters Brenda L
8941 Zimmerman Heather
8732 Cochlin Shirley Rae
8480 Luu Charles Mr
8831 Bowlus Vanessa
8850 Davis Lindsey
8835 Dunn Katie
8833 Mingie Takeshia
8620 Mize Alisa
8768 Pressler Paige
8897 Smith Phillip
8873 Weeks Taylor Jade

RRT Reinstated Licenses

257 Gloven Laura
6730 Keeling Whitney Shurri
6758 Spencer Iii William Henry
7053 Webber Latony

CRT Closed Applications

Corrales Alexis Marie
Keeling Whitney Shurri
Pennie Melissa
Powell Ginger Renee
Robinson Jennifer Susan
Thurmon Kaylyn Jade

CRT Newly Licensed

7848 Baker Brigitte
7862 Baker Stacy Lauren
7886 Barnes Janet Coles
7878 Bell Sara Grace
7852 Berry Neely Adair
7881 Bray Lakesha
7870 Brightwell Cason Lee
7864 Brinkley Logan Allen
7860 Broussard Giselle Guzman
7879 Carney Laprecious
7865 Clifton Janay
7871 Demo Raegan
7887 Estes Parshay
7872 Fowler Tara Dillon
7873 Henry Taryn
7858 Hicks Cameron Dwayne
7884 Kolseth Julia Abigail Hohman
7863 Lewis Vanessa Lynne
7869 Mcgaughy Jennifer Lynn
7877 Megaly Norhan
7867 Melek Bascal
7891 Middlebrook Erica
7874 Moore Derrika
7832 Patel Sarina
7861 Pharr Lindsey Ariel
7840 Sartain Randi Nicole
7883 Slade Emily Frances
7854 Vanroekel Laura
7866 Wilson Jeremy
7859 Youhanna Merna Boles

CRT Reinstated Licenses

257 Gloven Laura
6730 Keeling Whitney Shurri
6758 Spencer Iii William Henry
7053 Webber Latony

CRT Upgrade to RRT

8831 Bowlus Vanessa
8850 Davis Lindsey
8835 Dunn Katie
8833 Mingie Takeshia
8620 Mize Alisa
8768 Pressler Paige
8897 Smith Phillip
8873 Weeks Taylor Jade

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

Rule 1330-01-.07(3)

Ms. Wallace requested the Board review rule 1330-01-.07(3) and the related process for how the Administrative Office contacts applicants regarding application deficiencies. The rules, as they are currently written, cause duplication of effort and can be cause for a delay in processing times.

Ms. Fine presented examples from the rules of several other boards as an example that do not make mention of the use of certified mail in this regard. In her research of sixteen (16) other boards, nine (9) did not use certified and five (5) did.

Mr. Rook suggested a change so that the following language would serve as the entirety of (3) striking (a) altogether:

“If an application is incomplete when received in the Board office, a deficiency notification will be sent to the applicant notifying him of the deficiency. This notification shall request specified additional material necessary to complete the application. The requested information must be received in the Board office on or before the sixtieth (60th) day after receipt of the notification. If the requested information is not timely received, the application file shall be deemed abandoned and closed and the applicant notified. No further action will take place until a new application is received pursuant to the rules governing the application process, including another payment of all fees.”

A motion was made by Mr. Farmer

To approve the amendments as suggested by Mr. Rooks and read back by Ms. Wallace for Rule 1330-01-07(3) to read: If an application is incomplete when received in the Board office, a deficiency notification will be sent to the applicant notifying him of the deficiency. This notification shall request specified additional material necessary to complete the application. The requested

information must be received in the Board office on or before the sixtieth (60th) day after receipt of the notification. If the requested information is not timely received, the application file shall be deemed abandoned and closed and the applicant notified. No further action will take place until a new application is received pursuant to the rules governing the application process, including another payment of all fees.

With a second made by Ms. Christmon

Discussion: None OR As Follows

The motion passed unanimously by voice vote.

Board Officer Elections

Current Officers:

Chair: Mr. Craig Rooks

Secretary: Mr. Robert Farmer

A motion was made by Mr. Rooks

To nominate Mr. Farmer as Chair

With a second by Mr. Davis

Discussion: None OR As Follows

The motion passed unanimously by voice vote.

A motion was made by Ms. Christmon

To nominate Mr. Davis, as Secretary

With a second made by Mr. Powell

Discussion: None OR As Follows

The motion passed unanimously by voice vote.

Conference/Event Reports and Upcoming Events Review

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

The Board did not elect to sponsor any attendance at this event.

Upcoming Event – TSRC April 8-9 2024, Olive Branch, MS

A motion was made by Mr. Powell

To approve sponsorship for the TSRC event for attendance by Mr. Davis, Mr. Farmer, and Ms. Anderson.

With a second by Dr. Lovelady

Discussion: None OR As Follows

The motion passed unanimously by voice vote.

AARC Event Report

Mr. Davis provided a brief review of the recent AARC conference event he attended on behalf of the Board. The AARC may be considering holding the event in TN in the future. He attended a discussion in which the Advanced Respiratory Care Practitioner potential credential was discussed, and the NC state board representative was concerned about opening their practice act. Various groups have opposed doing so in that state. Additional sessions reviewed considerations of pulse oximetry practices and technology, and challenges in obtaining accurate measurements. Other lectures reviewed chronic respiratory disease prevalence rates worldwide and that TN has a high rate of COPD, coming in 3rd overall in the United States. The AARC Membership has approximately 4,100 at this time, which seemed low to Mr. Davis when compared to the total number of respiratory therapists in TN and across the country and the importance of representation.

Mr. Powell also attended and reported that it had been many years since he attended the AARC Congress and the format had changed considerably since his last event, with sessions being shorter in length. It gave him a good overview of the advances in the field. One session in particular that stood out for him discussed the complication of recruitment and retention of practitioners. A student practitioner license was reviewed, allowing students to observe and learn about certain specialties. It provided the opportunity for students to make connections that later led to those students hiring on to those facilities once fully licensed. In another lecture, they reviewed advancing technology for covid and other viruses with testing utilizing exhalation gases when an individual breathes into a certain device. This could lead to preemptive treatment and the technology is being driven by respiratory therapists. He also noted that Susan Parsons did a presentation on therapists providing flu and covid shots.

Mr. Farmer added that he encourages his staff to take membership with the AARC. Mr. Rooks noted that he believes that TN has one of the lowest rates of membership in the AARC. Mr. Rooks spent much of his time in recruiting and networking. One session he participated in included virtual monitoring and advancing technologies.

Discuss Old/New Board Business

New Business – Portability of Licenses, Servicemembers and Spouses

Ms. Wallace informed the Board that 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.

Review of Correspondence and Notices

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

Public Comment

Ms. Wallace announced that Public Comments are accepted by the Board and 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.

No public comments were made.

Adjourn

With no further business to conduct, a motion was made by Mr. Farmer

To adjourn

With a second made by Mr. Davis

Discussion: None OR As Follows

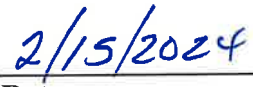
The motion passed unanimously by voice vote.

The meeting adjourned at: 12:32pm CST

These Minutes were ratified by the Board on February 15, 2024.



Board Chair



Date