

**TENNESSEE  
PRIVATE PROBATION SERVICES COUNCIL  
MINUTES**

**DATE:** June 3, 2011

**PLACE:** 2<sup>nd</sup> Floor Conference Room- Andrew Johnson Tower  
710 James Robertson Parkway  
Nashville, Tennessee

**PRESENT:** Board Members –  
Judge J. Klyne Lauderback, Vice-Chairman  
Judge Hugh Harvey  
Judge John Hudson  
Sidney Chism  
Dena McCollough  
Veronica Thornton

**ABSENT:** Judge Chris Craft, Chairman

**PRESENT:** Staff Members -  
Donna Hancock, Executive Director  
Susan Lockhart, Executive Administrative Assistant  
Benton McDonough, Assistant General Counsel

**Call to Order** – Vice-Chairman Lauderback called the meeting to order at 10:05 a.m. and the following business was transacted:

Ms. Hancock called the roll. Six (6) council members were present and one (1) was absent.

**Agenda** - The agenda was adopted.

**Minutes** – Ms. McCollough made a motion to approve the minutes of March 4, 2011, seconded by Judge Hudson. **MOTION CARRIED.**

**LEGAL REPORT – BENTON MCDONOUGH, ASSISTANT GENERAL COUNCIL**

Mr. McDonough advised that the only complaint pending was scheduled for a formal hearing during this meeting. However, he further advised that a signed agreement of continuance had been received and there would be no hearing conducted today.

**ADMINISTRATIVE REPORT - DONNA HANCOCK, DIRECTOR**

**Annual Summary Report** – Ms. Hancock presented the annual summary report for fiscal year 2009-2010 and advised that it will be posted on the Council's web site for review. She advised the report indicates a slight increase in the total licenses compared to the previous year.

**Complaint Statistics & Comparison Report** – Ms. Hancock presented a report of the complaints open at this time last year compared to the ones currently open.

**NEW BUSINESS / UNFINISHED BUSINESS:**

Ms. Hancock informed the Council that she had recently been asked by Assistant Commissioner Giannini to provide him with any rule or law changes proposed by the boards and commissions she works with. Ms. Hancock stated that knowing of the Council's discussion over the past few years to change TCA 16-3-908 that requires the council to meet at least once each quarter, she asked if the Council was still inclined to submit this statute for change. After much discussion, the Council asked Ms. Hancock and Mr. McDonough to resubmit the request to change the current statute regarding the frequency of their meetings.

Ms. Hancock announced that Steve Majchrzak, formerly Assistant Commissioner of the Division of Regulatory Boards was recently promoted to Deputy Commissioner of the Department of Commerce and Insurance and that Bill Giannini of Memphis Tennessee was appointed as his successor.

**ADJOURN:**

Being no further business, the meeting adjourned at 10:25 a.m.

  
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Judge Chris Craft, Chairman

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J. Klyne Lauderback, Vice Chairman