



Date: May 6, 2024
To: Tennessee Department of Health HIV Statewide Conference Attendees
From: Rand Carpenter, DVM, Program Director, HIV/STI/Viral Hepatitis
Robertson Nash, PhD, ACNP-BC, HIV Program Director, HIV/STI Viral Hepatitis
Re: Tennessee Department of Health HIV Statewide Conference, August 13-15, 2024

Dear partner:

On behalf of the Tennessee Department of Health (TDH) HIV/STD/Viral Hepatitis Section, we are pleased to invite you to participate in a 2 ½ day annual conference to learn about HIV surveillance, prevention, care, and treatment in Tennessee. TDH is dedicated to improving the health and health care of people living with HIV/AIDS across our state.

The Tennessee Department of Health HIV Statewide Conference is scheduled to take place from the morning on August 13th through noon on August 15th at the Franklin Marriott Cool Springs (700 Cool Springs Blvd, Franklin, TN 37067).

Each day will feature plenaries and breakout sessions as well as some closed training sessions meant to fulfill Ryan White Part B programmatic requirements. A detailed schedule of events and registration link will be sent soon.

If you have any questions, please contact Tenisa Gardner, Special Projects Coordinator, HIV/AIDS Initiative-United Way Metropolitan Nashville, 615-780-2474, tenisa.gardner@unitedwaygn.org, or Maria Sutton, Ryan White Part B Program Assistant Director, 615-741-0237, maria.sutton@tn.gov.

We look forward to seeing you in August!

Sincerely,

A handwritten signature in blue ink that reads 'RC Carpenter'.

Rand Carpenter, DVM
Program Director, HIV/STD/Viral Hepatitis
Andrew Johnson Tower, 6th Floor
710 James Robertson Pkwy, Nashville, TN 37243
rand.carpenter@tn.gov – 629-395-3427

A handwritten signature in blue ink that reads 'RNash'.

Group Reservation Procedures for Franklin Marriott Cool Springs

Please follow these instructions to complete your hotel bookings.

By Phone:

- Call 1-800-228-9290
- Ask for the United Way conference rate

Online:

- [Book your group rate for United Way of Tennessee Statewide Meeting](#)

Additional Information

- The per diem rate is **\$179**
- The reservation “cutoff date” is **Monday July 22, 2024**
- The hotel offers for guests:
 - Overnight Parking
 - Wireless Internet Access – High speed Internet in all rooms and in the lobby.
- The current room tax is 17.75% (9.7% sales tax + 8% occupancy tax) per night, per room. Taxes are subject to change without notice.
- To be exempted from paying the 17.75% sales tax, attendees must present a valid tax-exempt certificate that matches the method of payment when they arrive. Like every other hotel, they will still be charged the occupancy tax of 8%.
- Individual reservations must be cancelled prior to pm on the confirmed date of arrival to avoid a fee equal to one night’s room rate plus tax.
- Check In Time: 4:00 pm
- Check Out Time: 12:00 pm
- Requires a valid credit card and photo ID to be presented at check in.