



State of Tennessee
Department of State
Tennessee State Library and Archives
403 Seventh Avenue North
Nashville, Tennessee 37243-0312

**McREYNOLDS, ELAINE A., COMMISSIONER
DEPARTMENT OF COMMERCE AND INSURANCE
1987-[1988-1993]-1993
RECORD GROUP 324**

Processed by:

Ted Guillaum
Archival Technical Services

Date Completed: 2-24-2006

MICROFILM ONLY

INTRODUCTION

Record Group 324, Commissioner Elaine A. McReynolds, Department of Commerce and Insurance, spans the years 1987 through 1993, although the bulk of the collection is concentrated in the period of 1988 through 1993. This series consists of alphabetical subject files reflecting the activities and responsibilities of the commissioner and the Department of Commerce and Insurance. The documents found in the subject files are primarily correspondence.

The records contained in this collection came from the State Records Center and were transferred to the Tennessee State Library and Archives at various times between 1996 and 2001 in good condition. The initial arrangement was chronological then by subject files. This arrangement was maintained as much as possible. Record Group 324 consists of 20 cubic feet of records. Records removed and destroyed during processing were duplicate copies and routine office materials.

The final disposition of these records was determined by the Records Disposition Authority (RDA) number S590. In accordance with the RDA, all material in the record group has been microfilmed and the originals were disposed of by the state approved method. There are no restrictions to access. This is a microfilm only collection.

SCOPE AND CONTENT

Record Group 324, Commissioner Elaine A. McReynolds, Department of Commerce and Insurance, 1987-[1988]-1993, consists of subject files related to the daily activities of the Department of Commerce and Insurance. This series consists primarily of correspondence. The original order and file titles were retained as much as possible and alphabetized. The arrangement is chronological then alphabetical. The arrangement within the folders is chronological. The majority of the documents are routine correspondence.

The department is organized into six main divisions: Administration, Consumer Affairs Division, Fire Prevention Division, Insurance Division, Securities Division, and Regulatory Boards and Commissions. The Administration includes a legal section, and public information section. The Consumer Affairs Division works in conjunction with the State Attorney General's Office to enforce the Tennessee Consumer Protection Act. The Fire Prevention Division includes the position of State Fire Marshal that is automatically held by the Commissioner of Commerce & Insurance, an Arson Investigation Section, a School Inspection Program, and the Plans Review Section. The Insurance Division includes an Actuarial Section, an Agents License Section, a Company Examination Section, a Policyholders Service Section, a Rating Section, a Captive Company Section, a Legal Section, and a Self-Insurers Section. The Securities Division includes a Law Enforcement Section.

The department is also responsible for a long list of related boards and commissions: State Board of Accountancy; State Board of Architectural and Engineering Examiners/Landscape Architects; Tennessee Auctioneer Commission; Tennessee Board of Barber Examiners; Board for Licensing Contractors; Tennessee Collection Service Board; Tennessee Board of Cosmetology; Board of Funeral Directors and Embalmers; Board of Examiners of Land Surveyors; Tennessee Motor Vehicle Commission; Tennessee Board of Pharmacy; Patient Qualifications Review Board; Boxing, Wrestling and Racing Commission; Polygraph Board; Tennessee Real Estate Commission; and Tennessee Personnel Recruiting Services Board. Separate from the Division of Regulatory Boards, but part of the department are two commissions: Tennessee Commission on Firefighting Personnel Standards and Education, and Tennessee Claims Commission.

Additional information pertaining to insurance and banking can be found in Record Group 177, Insurance Division Records, 1918-1985; Record Group 48, Department of Insurance Banking, 1916-1966; Record Group 154, Department of Insurance & Banking, Bank Condition Reports, 1916-1966. There are also five collections pertaining to the regulatory boards administered by this department. They are: Record Group 104, Funeral Directors & Embalmers Records, 1948-1982; Record Group 165 & Record Group 255, Architectural & Engineers Examining Records; Record Group 56, Real Estate Commission, Memphis Office Records, 1917-1950; and Record Group 303, Tennessee Racing Commission Records, 1987-1998.

DEPARTMENT HISTORY

The Department of Commerce and Insurance has roots in Tennessee's state government dating back to 1873 when the Bureau of Insurance was created. There were 56 insurance companies of all kinds operating in the state at that time. The Bureau of Insurance became the Department of Insurance in 1913. The same year saw the creation of the Department of Banking. Eventually the departments were merged into the Department of Insurance and Banking. The Reorganization Act of 1973 reverted back to the original system of two separate departments for insurance and banking. The departments were reorganized once again in 1983 when the Department of Commerce and Insurance was created as we know it today.

CONTAINER LIST

MICROFILM Roll #1

Box 1

FOLDER #: DESCRIPTION:

COMMISSIONER'S OFFICE—CORRESPONDENCE 1988

1. Administration—Crouch, Ray, Assistant Commissioner
2. Cabinet Members
3. Chief Counsel—Sharon K. Roberson
4. Congress
5. Consumer Affairs
6. Day Care Liability Insurance
7. Deputy Commissioner—Thomasson, Raymond
8. Education Department—University of Tennessee
9. Finance & Administration Department—David Manning
10. Financial Institutions—Jeff Dyer
11. Fire Prevention—Thomasson, Raymond
12. General Services—William B. Whitson
13. Governor's Office—State Planning Office
14. Governor—Letters To Governor's Office
15. Governor—Letters to Commissioner
16. Governor—Replies
17. Health & Environment
18. Judiciary—Attorney General, Michael J. Cody
19. Legal Services Director—Peter Loesch
20. NAIC—National Association of Insurance Commissioners
21. Out of State
22. Personnel—J. W. Luna
23. Public Information Officer—Luanne Grandinetti
24. Real Property Management
25. Staff Meetings
26. State Building Commission
27. TN State Employees Association
28. Tourist Development—Sandra Fulton

INSURANCE DIVISION 1988

29. Assistant Commissioner—David Kumatz
30. Actuarial Section—Life & Health
31. Agents Licensing Section—Tommie Patterson

MICROFILM ROLL #2

Box 2

FOLDER #: DESCRIPTION:

INSURANCE DIVISION 1988 (Continued)

1. Company Examinations—Bill Hosea
2. Policy Holders Division—Newton Black
3. Property/Casualty—Dick Webber
4. Rating Section—David Williams
5. Receiverships—Jeanne Bryant

REGULATORY BOARDS 1988

6. Assistant Commissioner—Evelyn Hand
7. Accountancy Board
8. Architects & Engineers/Landscape Architects Board
9. Barber Board
10. Boxing & Racing Board
11. Collection Service Board
12. Contractors Board
13. Cosmetology Board
14. Funeral Directors & Embalmers Board
15. Home Improvement Board
16. Motor Vehicle Commission
17. Personal Recruiting Services
18. Pharmacy Board
19. Private Security Guard
20. Real Estate Commission

SECURITIES DIVISION 1988

21. Commissioner—Elaine A. McReynolds
22. Assistant Commissioner—James C. Meyer
23. Black Caucus of TN State Legislators
24. Comptroller
25. Fiscal Review Committee
26. Junk Bonds & TN Economy—Study
27. Legislature—January – May, 1988
28. Legislature—June - September, 1988
29. Legislature—October – December, 1988
30. NASAA (North American Securities Association of Administrators)
31. Newsletter—TN Securities Division Bulletin
32. Proposed Legislation
33. Secretary of State
34. Treasurer

Box 2

FOLDER #: DESCRIPTION:

STATE GROUP INSURANCE 1988

35. Alternate Health Care Program
36. Audit Report—TN State Employees Group Insurance
37. Cabinet Council on Indigent Care
38. Employee Health Plan Survey Results
39. Financial Summary—Employee Insurance Program
40. Local Education Insurance Committee
41. Medicare Supplement Program
42. State Insurance Committee
43. State Insurance Sub-Committee

Box 3

FOLDER #: DESCRIPTION:

COMMISSIONER McREYNOLDS PERSONAL CORRESPONDENCE 1987-1989

1. Back-Stop Copies, Alphabetical Files – January-June 1988

MICROFILM ROLL #3

2. Back-Stop Copies, Alphabetical Files – July-December 1988
3. Congratulatory Letters on Appointment-1987
4. Gifts and Thank You Letters-1987-1989
5. Invitations Declined – 1987-1988
6. Invitations & Appointments-Jan-July 1988
7. Invitations & Appointments-August-December 1988
8. Pending—1988
9. Pending—Raymond Thomasson – 1988
10. Personal—Elaine A. McReynolds
11. Speech—Governor Ned McWherter's Inaugural Address – 1987

Box 4

FOLDER #: DESCRIPTION:

COMMISSIONER McREYNOLDS PERSONAL CORRESPONDENCE 1989

1. Assistant Commissioner for Administration—Ray Crouch
2. Back-Stop Copies, Alphabetical Files – January-May 1989

MICROFILM ROLL #4

3. Back-Stop Copies, Alphabetical Files – June-December 1989
4. Biographical Sketches—Commissioner McReynolds
5. Deputy Commissioner—Raymond Thomasson
6. Invitations, January – April 1989

7. Invitations, May – September 1989
8. Letters of Recommendation
9. Pending—Black, Newton
10. Pending—Bush, Vernon
11. Pending—Hafner, Lynn
12. Pending—Magill, Howard
13. Pending—Hand, Evelyn
14. Pending—Kumatz, David
15. Pending—Lane, Joe
16. Pending—Owen, Elizabeth
17. Pending—Roberson, Sharon
18. Pending—Dick Weber

Box 5

FOLDER #: DESCRIPTION:

COMMISSIONER McREYNOLDS PERSONAL CORRESPONDENCE 1989

1. Personal Correspondence
2. Personnel—Commerce & Insurance
3. Policy Statements
4. Speeches
5. Public Information Officer—Luanne Grandinetti
6. Staff Meetings—Minutes
7. Thank You Letters
8. Travel

ADMINISTRATION CORRESPONDENCE 1989

9. Attorney General's Office—Charles Burson
10. Constitutional Officers—Comptroller
11. Constitutional Officers—Treasurer
12. Department of Agriculture—Commissioner Cotton Ivy
13. Department of Conservation—Commissioner Elbert Gill
14. Department of Corrections—Commissioner Jeff Reynolds
15. Department of Education—Commissioner Charles E. Smith
16. Department of Financial Institutions—Jeff Dyer
17. Department of Finance & Administration—Commissioner David Manning
18. Department of General Services—Commissioner B. Whitson
19. Department of Health & Environment—Commissioner J. W. Luna
20. Department of Human Services—Commissioner Robert Grunow
21. Department of Labor—Commissioner James R. White
22. Department of Personnel—Commissioner Don Holt
23. Department of Revenue—Commissioner Joe Huddleston

24. Governor's Office—Replies for the Governor, January-March 1989

MICROFILM ROLL # 5

25. Governor's Office—Replies for the Governor, April-June 1989

26. Governor's Office—Replies for the Governor, July-September 1989

27. Governor's Office—Replies for the Governor, October-December 1989

28. Governor's Office—From Commissioner McReynolds

29. Governor's Office—To Commissioner McReynolds

30. Governor's Office—Report, "Listening to Tennessee"

31. Legislature—1988

32. Legislature—January-May 1989

33. Legislature—June-September 1989

34. Legislature—October-December 1989

35. Legislature—Black Caucus

36. Legislature—Proposed Legislation

37. Out-Of-State

38. TSEA-Tennessee State Employees Association—Director Nancy Menke

39. U.S. Congressional Delegation—January-June 1989

40. U.S. Congressional Delegation—July-December 1989

Box 6

FOLDER #: DESCRIPTION:

INSURANCE DIVISION 1989

1. Actuarial Section—Howard Magill

2. Agent Licensing—T. A. Patterson

3. Assistance For The Elderly—Lynn Hafner

4. Chief Counsel—Sharon Roberson

5. Company Examinations—Bill Hosea

6. General Correspondence, July-December 1989—Assistant Commissioner David J. Kumatz

7. General Correspondence, January-June 1989—Assistant Commissioner David J. Kumatz

MICROFILM ROLL # 6

8. Legal Services Director—Vernon Bush

9. Policy Holders Division—Newton Black

10. Property & Casualty—Dick Weber

11. Rating Section—David Williams

12. Receiverships—Jeanne Bryant

13. Report—Investigation of Massachusetts Indemnity & Life Insurance Co. and A. L. Williams Insurance Agency

14. TCHIP (TN Comprehensive Health Plan)

NAIC—NATIONAL ASSOCIATION OF INSURANCE COMMISSIONERS 1989

15. General Correspondence—NAIC (National Association of Insurance Commissioners)
16. HMO Legislation
17. Meeting—Commissioner's Conference, Denver, Colorado
18. Meeting—HMO Model Act, Washington, D.C.
19. Meeting—HMO Model Act, Cincinnati, Ohio
20. Meeting—Group Health Association of America, Atlanta, Georgia
21. Meeting—Access & Health Care Financing for Minority Populations, Wilmington, Delaware

SECURITIES DIVISION 1989

22. Commissioner's Correspondence—Joe Lane
23. Investigations
24. Rule Making Hearing
25. Meeting—North Am. Securities Administrators Assoc., Spring Conference

Box 7

FOLDER #: DESCRIPTION:

STATE GROUP INSURANCE COMMITTEE 1989

1. Advisory Committee on Wellness Programs
2. Contract—Blue Cross Blue Shield
3. Employee Assistance Program
4. Employee Insurance Supplement Brochure
5. Financial Summary
6. Local Education Insurance Committee
7. Pending Appeals
8. Report—Analysis of the Financial Impact of TN Preferred Network on the State of Tennessee
9. Correspondence & Memos
10. Minutes & Agenda
11. Minutes & Agenda—Sub-Committee

REGULATORY BOARDS & COMMISSIONS 1989

12. General Correspondence—Assistant Commissioner Evelyn Hand
13. Accountancy Board
14. Architects & Engineers Board
15. Barber Examiners Board
16. Boxing & Racing Board
17. Collection Service Board
18. Cosmetology Board

MICROFILM ROLL # 7

19. Funeral Directors & Embalmers Board

20. Home Improvement Board
21. Licensing Contractors
22. Motor Vehicle Commission
23. Personnel Recruiting Services Board
24. Pharmacy Board
25. Polygraph Board
26. Private Protective Services Board
27. Real Estate Commission
28. Report—Regulatory Boards Feasibility Study

CONSUMER AFFAIRS DIVISION

29. General Correspondence—Director Elizabeth Owen

FIRE PROTECTION DIVISION

30. General Correspondence—Assistant Commissioner Robert Frost

COMMISSIONER McREYNOLDS PERSONAL CORRESPONDENCE 1990

31. Back-Stop Copies, Alphabetical Files – January-May

Box 8

FOLDER #: DESCRIPTION:

COMMISSIONER McREYNOLDS PERSONAL CORRESPONDENCE 1990

(Continued)

1. Back-Stop Copies, Alphabetical Files – June-August
2. Back-Stop Copies, Alphabetical Files – September-December

MICROFILM ROLL # 8

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3. Biography & Photograph
 4. Conflict of Interest Disclosure
 5. Gifts & Thank You Letters
 6. Invitations & Appointments—January-April
 7. Invitations & Appointments—April-August
 8. Invitations & Appointments—September-October
 9. Invitations & Appointments—November-December
 10. Letters of Recommendation
 11. Pending File—Black, Newton
 12. Pending File—Bush, Vernon
 13. Pending File—Crouch, Ray
 14. Pending File—Robert Frost
 15. Pending File—Hafner, Lynn
 16. Pending File—Hosea, Bill
 17. Pending File—Kumatz, Dave
 18. Pending File—McClellan, Ken
 19. Pending File—Magill, Howard
 20. Pending File—Miscellaneous

21. Pending File—Owen, Elizabeth
22. Pending File—Roberson, Sharon
23. Personal—Elaine McReynolds
24. Speeches—Elaine McReynolds

Box 9

FOLDER #: DESCRIPTION:

ASSISTANT COMMISSIONER FOR ADMINISTRATION 1990

1. Bush, Vernon—Legal Services Director
2. Crouch, Ray—Assistant Commissioner
3. Curtis, Allan—Deputy Commissioner
4. Grandinetti, Luanne—Public information Officer
5. Owen, Elizabeth—Consumer Affairs
6. Simons, Bill—Personnel Director

COMMISSIONER'S TRAVEL FILES 1990

7. 21st Century Classroom Tour
8. Black Caucus—Chattanooga, November 15-18, 1990
9. HMO Regulation Group—Miami Beach, Florida, November 8, 1990
10. HMO Seminar—San Diego, California, April 22-24, 1990
11. Legislative Weekend—Pigeon Forge, Tennessee, May 4-6, 1990
12. Life Insurer's Conference—Orlando, Florida, May 13-14, 1990
13. Listening To Tennessee Tour—May 1990
14. Listening Again to Tennessee Tour—August 1990
15. NAIC—Commissioners Conference, Tampa, Florida, February 8-9, 1990
16. NAIC—Louisville, Kentucky, December 2-5, 1990
17. NAIC—Western Zone Meeting, Salt Lake City, Utah, March 23-27, 1990
18. NAIC—Miscellaneous Meetings, 1990
19. Washington, D.C.—Congressional Hearing, July 17, 1990

ADMINISTRATION CORRESPONDENCE 1990

20. Constitutional Officers—Comptroller's Office
21. Constitutional Officers—Secretary of State's Office
22. Constitutional Officers—Treasurer's Office
23. Department of Correction—Commissioner Jeff Reynolds
24. Department of Education—Dr. Charles E. Smith
25. Department of Education—University of Tennessee
26. Department of Employment Security—Rayburn Traugher
27. Department of Finance & Administration—Commissioner David Manning
28. Department of Financial Institutions—Commissioner Talmadge Gilley
29. Department of General Services—Commissioner William Whitson

30. Department of Human Services—Commissioner Robert Grunow
31. Department of Labor—Commissioner James White
32. Department of Mental Health/Mental Retardation—Commissioner Eric Taylor
33. Department of the Military—Major General Carl Wallace
34. Department of Personnel—Commissioner Don Holt

MICROFILM ROLL # 9

35. Department of Public Health—Commissioner J. W. Luna
36. Department of Safety—Commissioner Robert Lawson
37. Department of Transportation—Commissioner Jimmy Evans
38. Fiscal Review Committee—Report, July 12, 1990
39. Governor's Office—Replies for the Governor
40. Governor's Office—Letters to the Governor from Commissioner McReynolds
41. Governor's Office—Letters to Commissioner McReynolds

Box 10

FOLDER #: DESCRIPTION:

ADMINISTRATION CORRESPONDENCE 1990 (Continued)

1. Legislature—Members, January – June 1990
2. Legislature—Members, July-December 1990
3. Legislators—House and Senate Speakers 1990
4. Out-Of-State Correspondence 1990
5. Public Service Commission 1990
6. U. S. Congressional Delegation—January – June 1990
7. U. S. Congressional Delegation—July – December 1990

INSURANCE DIVISION

8. Assistant Commissioner's Correspondence—David Kumatz
9. Actuarial Section—Howard Magill, Chief Actuary
10. Advisory Committee on Company Solvency & Examinations
11. Agent's Licensing—Director Tommy Patterson
12. Assistance for the Elderly—Director Lynn Hafner
13. Company Solvency—Insurance Analysis Director Bill Hosea

MICROFILM ROLL # 10

14. Policy Holders Service Section—Director Newton Black
15. Rating Section—Chief Actuary David Williams
16. Receiverships—Director Jeanne Bryant
17. Workers Compensation—Dick Weber

Box 11

FOLDER #: DESCRIPTION:

1. TN Comprehensive Health Insurance Plan (TCHIP)
2. TN Insurance Guaranty Association

REGULATORY BOARDS 1990

3. Hand, Evelyn—Assistant Commissioner
4. Accountancy Board
5. Architects & Engineering Board
6. Auctioneers Board
7. Barber Examiners
8. Boxing & Racing Commission
9. Claims Commission
10. Collection Services Board
11. General Contractors Licensing Board
12. Cosmetology Board
13. Fire Prevention Board
14. Funeral & Burial Services Board
15. Motor Vehicle Commission
16. Personnel Recruiting Services Board
17. Pharmacy Board
18. Polygraph Examiners Board
19. Private Investigator Advisory Committee
20. Private Protective Services Section

SECURITIES DIVISION 1990

21. McClellan, Kenneth—Assistant Commissioner
22. Docket—First National Bankshares Financial Services, Inc.
23. Docket—Wolcott's Financial Services
24. National Advisory Council on Financial Planning--Appointment
25. Pre-emption of State Securities Regulations

STATE GROUP INSURANCE 1990

26. State Insurance Committee—Correspondence
27. State Insurance Committee—Audit Report
28. State Insurance Committee—Comprehensive Medical & Hospitalization Program
29. State Insurance Committee—Data Management Plan
30. State Insurance Committee—Sub-Committee

MICROFILM ROLL # 11

31. State Insurance Committee—Benefits Sub-Committee

32. State Insurance Committee—Benefits Sub-Committee Report, Health Promotion/Disease Prevention for Employees
33. State Insurance Committee—Local Education Insurance Committee
34. State Insurance Committee—Local Education Insurance Committee, Comprehensive Hospitalization Program Plan Document

Box 12

FOLDER #: DESCRIPTION:

COMMISSIONER McREYNOLDS CORRESPONDENCE 1991

1. Back-Stop Copies, Alphabetical Files – January-April
2. Back-Stop Copies, Alphabetical Files – May-July
3. Back-Stop Copies, Alphabetical Files, A-K – August-December
4. Back-Stop Copies, Alphabetical Files, L-Z – August-December
5. Pending File, Alphabetical Files, A-Z
6. Travel—Legislative Retreat, Knoxville, Tennessee
7. Travel—National Advisory Council on Financial Planning, Denver, Co

MICROFILM ROLL # 12

ADMINISTRATION CORRESPONDENCE 1991

8. Ray Crouch, Assistant Commissioner
9. Allan Curtis, Deputy Commissioner
10. Congressional Delegation Responses
11. Constitutional Officers—Comptroller William R. Snodgrass
12. Constitutional Officers—Secretary of State Bryant Millsaps
13. Constitutional Officers—Treasurer Steve Adams
14. Department of Agriculture—Commissioner L. H. Cotton Ivy
15. Department Of Corrections—Commissioner Jeff Reynolds
16. Department of Economic & Community Development—Commissioner Johnny Hayes

Box 13

FOLDER #: DESCRIPTION:

ADMINISTRATION CORRESPONDENCE 1991 (continued)

1. Department of Education—Commissioner Charles Smith
2. Department of Education—University Of TN
3. Department of Finance & Administration—Commissioner David Manning
4. Department of Financial Institutions—Commissioner Talmadge Gilley
5. Department of General Services—Commissioner William B. Whitson
6. Department of Health—Commissioner Russell H. White
7. Department of Human Services—Commissioner Robert Grunow
8. Department of Labor—Commissioner Jimmy White
9. Department of Personnel—Commissioner Don Holt
10. Department of Safety—Commissioner Robert Lawson
11. Governor's Office—General Correspondence

12. Governor's Office—Cabinet Meetings
13. Governor's Office—Letters to the Governor from Commissioner McReynolds
14. Governor's Office—Letters To Commissioner McReynolds
15. Governor's Office—State Planning Office, Jim Hall
16. Judiciary—Attorney General Charles Burson
17. Legal Services—Director Vernon Bush
18. Legislative Correspondence—January-February
19. Legislative Correspondence—March-May
20. Legislative Correspondence—June-August
21. Legislative Correspondence—September-December

MICROFILM ROLL # 13

22. Out-Of-State Correspondence—January-July
23. Out-Of-State Correspondence—August-September
24. Out-Of-State Correspondence—October-December
25. Personnel—Commerce & Insurance Department
26. Proposed Legislation
27. Public Information Officer—Luanne Grandinetti

Box 14

FOLDER #: DESCRIPTION:

CONSUMER AFFAIRS DIVISION 1991

1. General Correspondence—Director Elizabeth Owen

FIRE PROTECTION DIVISION 1991

2. Assistant Commissioner for Fire Protection—Robert Frost
3. Proposal—TN Fire School Expansion

INSURANCE DIVISION 1991

4. Assistant Commissioner's Correspondence—David Kumatz
5. Actuarial Section—Howard Magill
6. Agents Licensing Section—Tommy Patterson
7. Chief Legal Counsel—Sharon Roberson
8. Examinations Section—Bill Hosea
9. Information for the Elderly Section—Lynn Hafner
10. NAIC (National Association of Insurance Commissioners) Meetings
11. Policy Holders Service Section—Newton Black
12. Property & Casualty Section—Dick Webber
13. Rating Section—David Williams
14. Receivership Section—Jeanne Bryant
15. Receivership Section—Monthly Activity Reports, July-October 1990
16. TN Insurance Guaranty Association

REGULATORY BOARDS DIVISION 1991

17. Assistant Commissioner—Evelyn Hand
18. Accountancy Board
19. Alarm Systems Contractors Board
20. Architects & Engineers Board
21. Auctioneers Board
22. Boxing & Racing Board
23. Collection Services Board
24. Contractors Board
25. Cosmetology Board
26. Funeral Directors & Embalming Board
27. Home Improvement Licensing Board

MICROFILM ROLL # 14

28. Private Investigators Licensing Board
29. Land Surveyors Board
30. Motor Vehicle Commission
31. Personnel Recruitment Services
32. Pharmacy Board
33. Polygraph Board
34. Private Protective Services Board
35. Real Estate Commission

SECURITIES DIVISION 1991

36. Assistant Commissioner for Securities—Kenneth McClellan
37. Legal Records
38. Report of Investigation—Recovery of Assets in the Liquidation Proceedings of Petromark

Box 15

FOLDER #: DESCRIPTION:

STATE GROUP INSURANCE COMMITTEE 1991

1. Correspondence
2. Agenda & Minutes
3. Benefits Sub-Committee
4. Finance Sub-Committee
5. Staff Review Committee
6. State & Local Education Appeals Sub-Committee
7. Report—Evaluation of Dental Proposals
8. Report—Medicare Supplement Proposals
9. Report—Premium Increases, State & Local Education Insurance Committee
10. Report—Review of Prescription Drug Benefit
11. Report—Review of RFP Procedures
12. Report—State Group Insurance Program Staff Assessment
13. Report—Wellness Program
14. Request for Proposal—Employee Wellness Program

COMMISSIONER McREYNOLDS PERSONAL CORRESPONDENCE 1992

15. Back-Stop Copies, Alphabetical Files – January-April
16. Back-Stop Copies, Alphabetical Files – May-July
17. Back-Stop Copies, Alphabetical Files – August-December
18. Biographies—Commissioner McReynolds
19. Correspondence—Elaine McReynolds, Commissioner
20. Disclosures—Financial & Conflict of Interest
21. Invitations & Appointments—January-April
22. Invitations & Appointments—May-September

MICROFILM ROLL # 15

23. Invitations & Appointments—October-December
24. Letters of Recommendation
25. Speech—Society of Financial Examiners Meeting
26. Thank You Notes
27. Travel Schedule—1987-1992

Box 16

FOLDER #: DESCRIPTION:

ADMINISTRATION DIVISION 1992

1. Assistant Commissioner for Administration—Ray Crouch
2. Affirmative Action Plan
3. Budget
4. Constitutional Officers—Comptroller's Office
5. Constitutional Officers—Secretary of State
6. Constitutional Officers—Treasurer
7. Department of Agriculture
8. Department of Correction
9. Department of Education
10. Department of Education—University of Tennessee
11. Department of Environment & Conservation
12. Department of Finance & Administration
13. Department of Financial Institutions
14. Department of General Services
15. Department of Health & Environment
16. Department of Human Services
17. Department of Labor
18. Department of Mental Health & Mental Retardation
19. Department of Personnel
20. Department of Revenue
21. Department of Safety
22. Department of Tourism
23. Department of Transportation

24. Department of Veterans Affairs
25. Governor's Office—Cabinet Meetings
26. Governor's Office—Letters to the Governor from Commissioner McReynolds
27. Governor's Office—Letters to Commissioner McReynolds
28. Governor's Office—Replies for the Governor
29. Legislative—Fiscal Review Committee
30. Legislative—Legislator Correspondence, January-March
31. Legislative—Legislator Correspondence, April-June
32. Legislative—Legislator Correspondence, July-October
33. Legislative—Legislator Correspondence, November-December
34. Legislative—Proposed Legislation
35. Legislative Retreat—Pigeon Forge, TN
36. Personnel—Correspondence
37. Personnel—Reports
38. Public Information Officer
39. Staff Meetings
40. U. S. Congressional Delegation—January-March
41. U. S. Congressional Delegation—April-May

MICROFILM ROLL # 17

Box 17

FOLDER #: DESCRIPTION:

ADMINISTRATION DIVISION 1992 (continued)

1. U. S. Congressional Delegation—June-July
2. U. S. Congressional Delegation—August-September
3. U. S. Congressional Delegation—October-December

CONSUMER AFFAIRS 1992

4. Assistant Commissioner—Elizabeth Owen

FIRE PROTECTION 1992

5. Assistant Commissioner for Fire Protection—Robert Frost
6. State Fire Marshall's Office—Plan of Reorganization

INSURANCE DIVISION 1992

7. Assistant Commissioner's Correspondence—David Kumatz
8. Actuarial Section—Howard Magill, Chief Actuary
9. Agents Licensing
10. Company Examinations
11. Company Solvency
12. Credit Life Insurance Advisory Committee
13. Insurance Assistance for the Elderly
14. Legal Services

15. NAIC—National Association of Insurance Commissioners
16. NAIC—Summer National Meeting, June 6-11, 1992
17. NAIC—Fall Midwestern Zone Meeting, September 19-22, 1992
18. NAIC—Winter Meeting, December 5-10, 1992
19. Policyholders Service Section
20. Policyholders Service Section—Annual Report 1991
21. Property & Casualty
22. Receiverships
23. Self-Insured Section
24. Small Employers Group Insurance Reform Committee
25. Tennessee Insurance Guaranty Association—Reports and Minutes

Box 18

FOLDER #: **DESCRIPTION:**

REGULATORY BOARDS 1992

1. Assistant Commissioner—Evelyn Hand
2. Accountancy Board
3. Alarm Systems Contractor Licensing Board
4. Architectural & Engineering Examiners Board
5. Auctioneers Board
6. Barber Examiners Board
7. Boxing & Racing Commission
8. Contractor Licensing Board

MICROFILM ROLL # 17

9. Cosmetology Board
10. Funeral Directors & Embalmers Board
11. Home Improvement Board
12. Land Surveyors Board
13. Motor Vehicles Board
14. Private Investigators Board
15. Personnel Services Board
16. Pharmacy Board
17. Polygraph Board
18. Private Protective Service Board
19. Real Estate Appraisers Commission

SECURITIES DIVISION 1992

20. Assistant Commissioner for Securities—Ken McClellan

STATE GROUP INSURANCE 1992

21. Correspondence
22. Benefits Sub-Committee
23. Medicare Supplement Contracts
24. Mercer Report—State Group Insurance Plan Cost Projections
25. Mercer Report—State Teacher Plan Projections
26. State & Local Education Committee
27. State & Local Education Committee—Staff Review Meetings Minutes

COMMISSIONER McREYNOLDS PERSONAL CORRESPONDENCE 1993

28. Appointments-Meetings
29. Back-Stop Copies, Alphabetical Files – A-M, January-May
30. Back-Stop Copies, Alphabetical Files – N-Z, January-May
31. Back-Stop Copies, Alphabetical Files – A-H, June-December
32. Back-Stop Copies, Alphabetical Files – I-Z, June-December
33. Certificates of Recognition
34. Conflict of Interest Statements
35. Letters of Recommendation
36. National Advisory Council on Financial Planning
37. Personal Correspondence
38. Personal Disclosure
39. Speeches

Box 19

FOLDER #: _____ **DESCRIPTION:** _____

ADMINISTRATION CORRESPONDENCE 1993

1. Assistant Commissioner for Administration—Connie Nelson
2. Attorney General—Charles Burson
3. Black Caucus—19th Annual Legislative Retreat
4. Budget Proposal—Improvement Request, 1994-1995
5. Constitutional Officers—Comptroller, William R. Snodgrass
6. Constitutional Officers—Secretary of State, Riley Darnell
7. Department of Conservation and Environment, Commissioner J. W. Luna
8. Department of Corrections, Commissioner Christine Bradley
9. Department of Economic & Community Development, Commissioner Rich Reibling
10. Department of Education, Commissioner, Wayne Qualls
11. Department of Finance & Administration, Commissioner David Manning
12. Department of Finance & Administration--TennCare
13. Department of Financial Institutions, Commissioner Talmadge Gilley
14. Department of General Services, Commissioner William Whitson

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15. Department of Human Services, Commissioner Robert Grunow

16. Department of Labor, Commissioner James R. White
17. Department of Personnel, Commissioner Don Holt
18. Department of Public Health, Commissioner H. Russell White
19. Department of Safety, Commissioner Robert Lawson
20. Department of Transportation, Commissioner Carl Johnson
21. Department of Veterans Affairs, Commissioner W. D. Manning
22. Fiscal Review Committee
23. Governor's Office—Correspondence
24. Governor's Office—Letters from Commissioner McReynolds
25. Governor's Office—Letters to Commissioner McReynolds
26. Internal Auditor—Steve Davidson
27. Legislative Correspondence—January-April
28. Legislative Correspondence—May-June
29. Legislative Correspondence—July-October
30. Legislative Correspondence—November-December
31. Legislative Retreat—Pigeon Forge, TN
32. Legislature—Proposed Legislation
33. Out-Of-State Correspondence
34. Personnel Director—Bob Arnett
35. Public Information Officer—Luanne Grandinetti
36. U. S. Congressional Delegation Correspondence—January-March
37. U. S. Congressional Delegation Correspondence—June-September
38. U. S. Congressional Delegation Correspondence—October-December

Box 20

FOLDER #: **DESCRIPTION:**

CONSUMER AFFAIRS DIVISION 1993

1. General Correspondence—Elizabeth Owen

FIRE PREVENTION DIVISION 1993

2. General Correspondence—Robert Frost

INSURANCE DIVISION 1993

3. Assistant Commissioner's Correspondence—David Kumatz
4. Actuarial Section—Howard Magill, Chief Actuary
5. Cherokee Insurance Company
6. Credit Life Advisory Committee
7. Insurance Assistance Office for the Elderly
8. Legal Counsel
9. Policy Holders Service Section—Jim Winters, Director

MICROFILM ROLL # 19

10. Receiverships
11. Self-Insurors Section

12. Small Group Health Insurance
13. Solvency & Examinations
14. TN Insurance Guaranty Association
15. Workers Compensation
16. Workers Compensation Competitive State Fund
17. Workers Compensation Rating Section

REGULATORY BOARDS 1993

18. Assistant Commissioner—Marilyn Hand
19. Accountancy Board
20. Alarms Systems Contractors Licensing Board
21. Architects & Engineers Examiners Board
22. Auctioneers Commission
23. Barber Examiners Board
24. Boxing and Racing Commission
25. Collection Services Board
26. Cosmetology Board
27. Funeral Directors & Embalmers Board
28. General Contractors Licensing Board
29. Home Improvement Licensing Board
30. Land Surveyors Examiners Board
31. Motor Vehicle Commission
32. Personal Services Board
33. Pharmacy Board
34. Polygraph Examiners Board
35. Private Investigation Commission
36. Private Protection Service
37. Real Estate Commission

SECURITIES DIVISION 1993

38. Correspondence

STATE INSURANCE GROUP 1993

39. Audit Report—Green Spring Health Service, Inc.
40. Audit Report—Preferred Care Health Insurance Plans
41. Audit Report—Teacher Group Insurance Fund
42. Benefits Sub-Committee
43. Employee Assistance Program
44. State, Local Education & Local Government, Insurance Committee
45. Correspondence

NAIC (National Association of Insurance Commissioners) 1993

46. Correspondence
47. Spring Meeting—Nashville, TN