

TEXAS MEDICAL BOARD
FINANCE COMMITTEE MEETING MINUTES
April 12, 2007

Julie Attebury, committee chairman, called the meeting to order at 9:55 A.M. Committee members present were Charles Oswalt, M.D., Timothy J. Turner, John Pate, Jr., MD, Larry Price, D.O., and Keith Miller, M.D. Also present were Donald Patrick, MD, JD, Executive Director, Jane McFarland Chief of Staff, Robert Simpson, JD, General Counsel, Christina Cuellar, Finance Manager and various staff members.

Agenda item #2 Status of Comptroller Audit. Ms. Cuellar informed the Finance Committee that once the Comptroller's Audit is complete, the Board would be receiving a report.

Agenda item #3 SAO Audit-concerns with Capital Budget. Ms. Cuellar informed the Finance Committee that the Board is addressing SAO issues without creating conflict with the Comptroller's Office.

Agenda item #4 Update on budget as of March 31, 2007. Mr. Ayala reviewed the distributed Finance Committee Report. Mr. Ayala stated the report includes both an overview and a more detailed breakdown of both the General Revenue and General-Revenue-Dedicated Appropriations FY 07. The report also includes Year to Date Expenditures and the Remaining Budget as of March 31, 2007. Mr. Ayala reported \$13,754,015 is the General Revenue as of March 31, 2007 and \$1,276,000 is for General Revenue-Dedicated as of March 31, 2007. The report also includes a detailed breakdown of department expenditures, what is appropriated, the operating budget with supplemental, and the total expense by category.

Agenda item #5 Update on revenue as of March 31, 2007. Mr. Ayala reported total revenue as of March 31, 2007 to be an estimated \$15 million dollars.

Agenda item #6 Travel changes needed for Board Members per Comptroller Audit. Ms. Cuellar informed the Finance Committee that the Finance Department will be implementing changes on the way that travel vouchers are prepared, audited, and processed. Mileage reimbursement will only be approved and accepted either by an odometer reading explaining any major mileage variances or by obtaining mileage from the Texas Mileage Guide web site. Also, compensatory per diem-a board member who is also an employee of the State of Texas should request leave on the day of the board meeting if he or she is going to receive compensatory per diem. In addition the board member cannot request compensatory per diem if they are with other agencies at the same time. Ms. Cuellar strongly advised the board members once travel claims are complete, to turn them into the Finance Department as soon as possible. Ms. Attebury stated by completing travel claims in a timely manner, the Finance Department can then in return calculate the total of encumbrances efficiently.

There being no further business, the meeting adjourned at 10:02 A.M.

