

TEXAS MEDICAL BOARD
FINANCE COMMITTEE MEETING MINUTES
August 23, 2007

Julie Attebury, committee chairman, called the meeting to order at 9:25 A.M. Committee members present were Keith E. Miller, M.D., Melinda McMichael, M.D., Charles Oswalt, M.D., Larry Price, D.O., Paulette B. Southard, and Timothy J. Turner. Also present were Donald Patrick, MD, JD, Executive Director, Christina Cuellar, Finance Manager, and various staff members.

Agenda item #2 Update on Internal Accounting System. Ms. Cuellar informed the Finance Committee that Internal Accounting System for the Finance Department is still on for September 1, 2007.

Agenda item #3 Submitting Travel Vouchers and Increase in Mileage Reimbursement Rate. Ms. Cuellar reminded the Finance Committee travel documents need to be fully completed and submitted to the Finance Department within 30 days of travel. Ms. Cuellar informed the Finance Committee that the increased mileage reimbursement rate would be 48.5 cents per mile effective September 1, 2007.

Agenda item #4 Vacant Positions in Finance. Ms. Cuellar informed the Finance Committee that the Finance Department has two posted vacancies: (Payroll) Accountant IV and (Budget Analyst) Accountant V.

Agenda item #5 Update on budget and revenue as of July 31, 2007. Ms. Cuellar informed the Finance Committee the Year to Date Expenditures for the General Revenue as of July 31, 2007 is \$5.3 million dollars and the agency has spent 93.6% of the budget. Also, the Year to Date Expenditures for the General Revenue-Dedicated as of July 31, 2007 is \$2.3 million dollars and the agency has spent 87.6% of the budget. Ms. Cuellar also stated the report also includes a detailed breakdown of department expenditures, what is appropriated, the operating budget with supplemental, and the total expense by category.

They're being no further business, the meeting adjourned at 9:28 A.M.