



## **TEXAS MEDICAL BOARD**

### **Public Information/Profile Committee**

#### **Minutes**

**June 3, 2010**

The meeting was called to order at 9:15 a.m. by the chair, Ms. Paulette Southard. Committee members present were Michael Arambula, M.D., Ms. Patricia Blackwell, Mr. John D. Ellis, Jr., Melinda McMichael, M.D., Allan Shulkin, M.D., Irvin Zeitler, D.O., and Mr. Timothy Webb. Also present were Leigh Hopper, Megan Goode, Mari Robinson and other board members and staff.

**Agenda item #3, Discussion, recommendation, and possible action relating to amendments to the following 22 T.A.C.: 199.3 Requests for Information:** Ms. Robinson briefed the board on issue of a small number of individuals making frequent requests for Open Records requests that consume large amounts of staff time to fulfill. Dr. Zeitler directed staff to put together a report quantifying the number, volume and time required to fulfill requests. Staff will also seek comparable info from other agencies.

**Agenda item #4, report on status of newsletter email distribution project:** Ms. Hopper reported that email service vendors offer comparable services and presented a comparison of two such vendors that will enable TMB to communicate cheaply and more effectively with licensees, the public and other interested parties. The board indicated its approval of the concept. Ms. Hopper will move project to next phase, obtaining sample contract for review by appropriate staff. In addition, there was discussion of precise wording offering to sign up physicians for email communication when they renew their licenses. Ms. Southard requested a screen shot of what current question looks like on license renewal form.

**Agenda item #5, the meeting adjourned at 9:40 a.m.**