

TEXAS MEDICAL BOARD
FINANCE COMMITTEE MEETING MINUTES
February 15, 2007

Julie Attebury, committee chairman, called the meeting to order at 10:02 A.M. Committee members present were Charles Oswalt, M.D., Timothy J. Turner, Larry Price, D.O., and Keith Miller, M.D. Also present were Donald Patrick, MD, JD, Executive Director, Jane McFarland Chief of Staff, Michele Shackelford, JD, General Counsel, Christina Cuellar, Finance Manager and various staff members.

Agenda item #2 Update on Agency Staffing & Finance System. Ms. Cuellar introduced the Finance staff and described the staff member's assigned job duties and experience. Ms. Cuellar also informed the committee of the recent Finance System changes to include the following: the new internal accounting system, the procedure of accounting documents requiring two accountant signatures rather than three, the process of document backup, and the procedure of document corrections/adjustments.

Agenda item #3 Update on Financial Audit. Ms. Cuellar referred to the earlier presentation of the State Auditors Office audit and asked for questions.

Agenda item #4 Report on Fiscal Year 07 Budget. Ms. Goode and Mr. Ayala reviewed the distributed Finance Committee Report. Ms. Goode and Mr. Ayala stated the report includes both an overview and a more detailed break-down of both the General Revenue-Dedicated Appropriations FY 07 and the Regular Appropriations FY 07 with expenditures and encumbrances as of January 31, 2007. Pursuant to board questions, Ms. Goode reported that there is a working plan in the event that the requested supplemental appropriations request is not granted. Under this plan, there would be a need for staff reductions on or about May 1, 2007.

Ms. Goode reviewed the distributed information concerning the budget and appropriation issues as requested in the FY 08 and FY 09 Legislative Appropriations request. The staff also reported on the revised exceptional items that were requested in addition to the Legislative Budget Board recommended budget. Mrs. McFarland reported on the positive relationship now in affect between the Texas Medical Board and Legislative Budget Board staff members.

There being no further business, the meeting adjourned at 10:37 A.M.