

**TEXAS MEDICAL BOARD**  
**FINANCE COMMITTEE MEETING MINUTES**  
**February 4, 2010**

Julie Attebury, Chairman, called the meeting to order at 8:34 a.m. Committee members present were James Holliday, D.O., Melinda McMichael, M.D., Charles Oswalt, M.D., Paulette Southard, Tim Turner, Mari Robinson, Executive Director, Megan Goode, Special Projects Manager, Karen Drabek, Finance Manager, and various Finance Department Staff.

**Agenda Item #2-Fiscal Year 2010 Budget Report.** Ms. Drabek addressed the current budget as of January 31, 2010, stating in most areas, the boards spending is on target with the current time of year. She stated that all areas are being investigated to reduce future costs. She requested board members to be sure to submit travel vouchers in a timely manner, to allow for more precise tracking of expenditures since travel costs do fluctuate routinely. Mari Robinson addressed that the fluctuation is due to the federal travel reimbursement amounts increasing with delayed notice to agencies. Mr. Turner suggested implementation of a system for electronic travel voucher submission, to assist with the promptness. Ms. Drabek stated the revenue requirement as per the General Appropriations Act, is on target to be met. She introduced Raul Pacheco as the new Payables Accountant, which makes the Finance Department fully staffed.

**Agenda Item #3-Discussion, Recommendation, and possible action on proposal of five percent biennial budget reduction.** Ms. Robinson provided an overview of the policy issues related to the budget reductions. Ms. Goode listed the areas of proposed cuts and the methodologies to the projected savings. She mentioned the total proposed reduction in the budget is approximately \$1.1 million dollars over the biennium. Ms. Robinson added that the proposed reductions are the primary stage of the process. Once submitted to the Governors Office and the Legislative Budget Board, they will make the determination on the reductions, and if or when they will take effect.

There being no further business, the meeting was adjourned at 8:51 a.m.