

TEXAS MEDICAL BOARD
FINANCE COMMITTEE MEETING MINUTES
April 6, 2011

Julie Attebury, Chairman, called the meeting to order at 2:30 p.m. Committee members present were J. Scott Holliday, D.O., Melinda McMichael, M.D., and Paulette Southard. Also present were Mari Robinson, Executive Director, Karen Drabek, Chief Fiscal Officer, Megan Goode, Special Projects Manager, and various Finance Department staff.

Agenda Item #2-Approval of October 28, 2010 Finance Committee minutes-Ms. Southard motioned and Dr. Holliday seconded the motion to approve the October 28, 2010 Finance Committee meeting minutes. The motion carried.

Agenda Item #3-FY 2011 budget report- Ms. Drabek addressed the standing of the current fiscal year budget. She explained that the agency has spent approximately 53% of the appropriated budget as of March 31, 2011. Ms. Drabek also advised that the budget and projections of expenditures provided are inclusive of the 2.5% legislative budget cut forced in December 2010. Ms. Robinson stated that the agency has been in a hiring freeze since that time and other spending reductions have been put in place to conserve funds.

Agenda Item #4-Conservation of state funds- Ms. Drabek described the methods in which the agency is currently practicing the conservation of state funds and best value requirements as stated in the Texas Government Code. She explained that the Finance Department is closely reviewing and monitoring all expenditures on a daily basis for best value and accuracy, in addition to consistently reporting to the Executive Director the financial outlook of the agency. Ms. Drabek mentioned the cost savings evaluations being done on travel expenses as well to comply with this requirement.

There being no further business, the meeting was adjourned at 2:52 p.m.