

TEXAS MEDICAL BOARD
FINANCE COMMITTEE MEETING MINUTES
August 25, 2011

Julie Attebury, Chairman, called the meeting to order at 9:32 a.m. Committee members present were James Holliday, D.O.; Melinda McMichael, M.D., Paulette Southard, and Timothy Turner. Also present were Mari Robinson, Executive Director; Jaime Garanflo, Director of Licensure; Megan Goode, Special Projects Manager; and other staff and board members.

Agenda Item #2, Budget Report. Brandy Smith addressed the FY 11 budget as of August 22, 2011, stating that approximately 87% of the budget has been expended and this is on target for the current time of the year. Ms. Smith also mentioned that the budget is being closely monitored and evaluated daily.

Agenda Item #3, Discussion, recommendation, and possible action regarding rule review and proposed amendments to board rules 22 TAC 175 Fees, Penalties and Forms. Ms. Robinson and Ms. Garanflo reviewed the proposed fee changes with the committee. There was discussion of the proposed language regarding the charging of additional fees based on an applicant or licensees method of payment. Ms. Robinson clarified that payments made online are subject to a convenience fee as required by the Department of Information Resources. This fee is directly forwarded to the online payment system vendor and is not a revenue source for the agency. Ms. Garanflo clarified that applicants or licensees who chose to apply or register via paper instead of using the available online system would be subject to an additional fee due to the staff time necessary to process paper documents. Dr. Holliday requested that the proposed rule language be altered to clarify the description of the fees. Dr. Holliday made a motion to adopt the proposed amendments with clarifications as discussed. Mr. Turner seconded the motion and the motion passed.

Agenda item #4, the meeting adjourned at 9:48 a.m.