

TEXAS MEDICAL BOARD

EXECUTIVE COMMITTEE

November 29, 2007

The meeting was called to order at 8:10 a.m. by Board President, Roberta Kalafut, D.O. Committee members present were Michael Arambula, M.D.; Lawrence Anderson, M.D.; Larry Price, D.O.; and Timothy Turner. Board members present were Julie Attebury; Jose M. Benavides, M.D.; Melinda Fredricks; Annette Raggette; Margaret McNeese, M.D.; Tim Webb; Irvin Zeitler, D.O.; Patricia Blackwell; Melinda McMichael, M.D.; Charles Oswalt, M.D.; and. Staff members present were Donald W. Patrick, M.D., J.D., Executive Director; Jane McFarland, Chief of Staff; Robert Simpson, J.D., General Counsel; and various staff.

Agenda item #3, Report and discussion regarding personnel matters. Jane McFarland provided an update concerning the agency's current staffing situation. Lenore Sotelo, the new Manager of the Information Technology Department (IT) was introduced. Ms. McFarland informed the board members that there are currently ten unfilled positions.

Agenda Item # 4, Discussion, recommendation and possible action regarding Internal Audit. Megan Goode discussed the internal audit which was completed in August. Ms. Goode explained that the audit focused on agency policies regarding communications with various outside parties. Ms. Goode discussed the recommendations contained in the internal audit, primarily the need for the board to focus on ensuring

accuracy in regards to communications with outside entities. **Dr. Price moved, Dr. Arambula seconded and the motion passed to accept the internal audit report as stated.**

Agenda item #2, Report, discussion, and recommendations from the Executive Management Team. Robert Simpson, General Counsel, discussed the concerns of the Texas Medical Association (TMA) in regards to Podiatrists and their scope of practice. Mr. Simpson explained that the TMA would like the board to file an amicus brief on their behalf.

Dr. Price moved, Mr. Turner seconded and the motion passed to go in to executive session at 8:40a.m. for private consultation and advice of counsel with respect to legal matters under the authority under the Open Meetings Act, Government Code 555.071. Open session resumed at 10:08 a.m. and it was announced that no action was taken during Executive Session. A certified agenda was made.

There being no further items the meeting was adjourned at 10:10 a.m

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**TEXAS MEDICAL BOARD
EXECUTIVE COMMITTEE
SUMMARY OF MINUTES/ACTION ITEMS**

I move that the minutes of the Executive Committee as distributed be approved along with the following action items:

- 1. Dr. Price moved, Dr. Arambula seconded and the motion passed to accept the internal audit report as stated.**