

TEXAS MEDICAL BOARD  
FINANCE COMMITTEE MEETING MINUTES  
June 26, 2008

Julie Attebury, Finance committee chairman, called the meeting to order at 9:11 a.m. Committee members present were Melinda McMichael, M.D., Charles Oswalt, M.D., Larry Price, D.O., Paulette Southard, and Timothy Turner. Also present were Donald Patrick, M.D., J.D., Executive Director, Christina Cuellar, Finance Manager, and various staff members.

**Agenda item #2 Update on department staffing.** Ms. Cuellar informed the Finance committee, we have hired two new Accountants for two of the three vacancies. Finance welcomes Mary Sharber as the new accounts payables accountant who started on April 28, 2008. Finance also welcomes, as of April 25, 2008, Viri Rodriguez as the new accounts revenue accountant. Ms. Cuellar stated there is still one vacancy for the Budget Analyst position. Ms. Cuellar and Ms. McFarland did state that due to personnel turnover, a backlog had accumulated and the finance department has been working extremely long hours to rectify the situation, which has been accomplished.

**Agenda item #3 Update on travel claims.** Ms. Cuellar requested to all board members that any travel vouchers be turned in as soon as possible due to end of year close approaching. Also discussed was the mileage reimbursement. At the beginning of the fiscal year, the reimbursement was .485 cents per mile and as of May 15, 2008, the rate was increased to .505 cents per mile. On June 25, 2008, notice was received from the State Comptrollers office that the mileage rate would be increasing to .585 cents per mile to be effective on July 1, 2008. However, it is the agencies discretion as to imposing that rate. Ms. Cuellar, Mrs. McFarland, and Ms. Attebury all stressed the importance of prompt receipt of travel vouchers so that the mileage increase could be analyzed.

**Agenda item #4 Update on operating budget.** Ms. Cuellar informed the Finance Committee that General Revenue received as of May 31, 2008 is \$20.2 million dollars, the General Revenue Appropriated as of May 31, 2008 is \$6.4 million dollars, and the agency has spent \$4.7 million dollars, which is equivalent to 72% of the budget. Ms. Cuellar also stated that the General Revenue-Dedicated Year to Date received as of May 31, 2008 is \$1.9 million dollars, the General Revenue-Dedicated appropriated is \$2.6 million dollars, and the agency has spent \$1.8 million dollars, which is equivalent to 69% of the budget.

There being no further business, the meeting was adjourned at 9:17 a.m.