

TEXAS MEDICAL BOARD
FINANCE COMMITTEE MEETING MINUTES
October 28, 2010

Julie Attebury, Chairman, called the meeting to order at 8:46 a.m. Committee members present were J. Scott Holliday, D.O., Melinda McMichael, M.D., Charles E. Oswalt III 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-Budget Report-Ms. Drabek addressed the remaining fiscal year 2010 and the current fiscal year 2011 budgets. She explained the areas of projected and encumbered expenses of each fiscal year, the lapsed remaining capital budget, as allowed by the General Appropriations Act, and the minimal lapsed Senate Bill 911 budget. The SB911 lapse was due to the employee for that position being hired in October, therefore not utilizing the entire appropriation for salary. For Fiscal Year 2011, Ms Drabek stated that currently the agency has spent approximately 13% of the appropriated budget. The current budget deficit standing of the state was addressed, and Ms. Robinson stated that, as of this point, no additional fiscal year 2011 cuts have been proposed.

Agenda Item #3-Update of the travel reimbursement process-Ms. Drabek stated that the process and claim form for travel expenses has been updated. She addressed that the new method for claiming expenses should reduce the processing time and allow for quicker reimbursement. She also stated that a detailed explanation of the new claim form would be given at the full board meeting on Friday, October 29, 2010 as shown in the full board meeting agenda.

There being no further business, the meeting was adjourned at 8:58 a.m.