



TEXAS STATE BOARD OF PHARMACY

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**Executive Committee Meeting
July 27, 2012**

**The Woodlands Waterway Marriott Hotel and Convention Center
Waterway 3 Meeting Room
1601 Lake Robbins Drive
The Woodlands, Texas 77380**

MINUTES¹

President Jeanne Waggener, R.Ph. called the meeting to order at 11:40 a.m. Executive Committee members present were Dennis F. Wiesner, R.Ph. and Buford T. Abeldt, Sr., R.Ph. Board member W. Benjamin Fry, R.Ph. and Courtney Bolin, Director of the Professional Recovery Network (PRN) also attended the meeting.

Staff present was Executive Director/Secretary Gay Dodson, R.Ph.

Ms. Dodson explained that the purpose of the meeting was for the Executive Committee to review the agency's Exceptional Item requests and explained that the Exceptional Item requests are for additional funding over and above the base funding level for the agency. She then introduced Ms. Bolin and asked her to review the request for an increase in the Board's portion of the funding for the PRN program. (TAB 1) Ms. Bolin reviewed the request for an increase in funding and answered questions from the Executive Committee. Ms. Bolin then left the meeting.

Ms. Dodson reviewed the Exceptional Item requests that will be a part of the FY2014-2015 Legislative Appropriations Request (LAR) for the agency (TAB 2). She highlighted those items that had changed since the full Board reviewed the LAR at the May 8, 2012, Board meeting as follows:

¹See agenda and corresponding attachments for supporting materials.

- Exceptional Item #1 – Ms. Dodson pointed out that the item titled “Web Redesign & Accessibility” will be removed from this Exceptional Item request since the Health Professions Council (HPC) will request funding for a full-time Web Administrator that will be shared by HPC member agencies.
- Exceptional Item #3 – Ms. Dodson explained that this item is approximately \$800,000 more than the request presented to the Board at the May 8, 2012, Board meeting. She explained that the \$800,000 is the estimated cost for the agency to move from the William P. Hobby State Office Building to private leased office space. Staff is recommending the agency move to private leased space because no additional office space is available in any state office building and the cost to remodel our current space is more than twice the cost to obtain leased office space.

After discussion Buford T. Abeltd, Sr., R.Ph. moved to approve the proposed Exceptional Items for the FY2014-2015 LAR with the changes outlined by Ms. Dodson and to give Ms. Dodson and/or President Waggener the authority to approve any additional changes that arise during the legislative session. The motion was seconded by Dennis F. Wiesner, R.Ph and passed unanimously.

President Waggener adjourned the meeting at 12:27 p.m.

APPROVED:

President Jeanne D. Waggener, R.Ph.

Gay Dodson, R.Ph.
Executive Director/Secretary

August 7, 2012

**Professional Recovery Network
FY 2014 Through 2015 Budget**

Object of Expense	FY 2012 (9/1/11- 8/31/12)	FY 2013 (9/1/12- 9/1/13)	FY 2014 (9/1/13- 8/31/14)	FY 2015 (9/1/14- 8/31/15)	
Advertising/Marketing	6,700	6,700	4,100	4,100	
PRN Brochures, Marketing Materials for Schools					
Staff Training and Development	4,475	4,475	4,200	4,200	Includes previous Categories of PRN Training and Professional Continuing Education
Dues and Subscriptions	320	320	500	500	Includes previous Category of Dues & Subscriptions/Licenses
License Renewal/NASW					
Evaluations and Referrals	16,000	16,000	20,000	20,000	Pharmacy PT increase plus increase in cost of evaluations
Estimated ~40 new pharmacy PTs in FY14					
Meals & Entertainment	0	0	720	720	Business Meetings
Meeting Expenses: Facilities	6,700	6,700	4,000	4,000	Includes previous general Category of Meetings
Meeting Expenses: Food	*	*	3,500	3,500	
Meeting Expenses: Speakers	*	*	600	600	
Meeting Expenses: Technology	*	*	0	0	
Office Supplies	1,400	1,400	1,500	1,500	
Outside Servies/Contract Labor	0	0	8,000	8,000	Rebranding Website, Website Maintenance, IT Support, Hosting Fees for Webinars
Postage	4,000	4,000	1,200	1,200	
Printing	300	300	500	500	
Professional Fees: MRO	5,500	5,500	3,600	3,600	
Professional Fees: Accouting (Audit)	4,250	4,250	8,700	8,700	Includes PRN Performance Audit and TPA Financial Audit (Previous didn't include TPA Audit portion)
Professional Fees: Legal	0	0	8,200	8,200	No previous budget included
Overhead	15,030	15,030	24,356	24,356	Includes previous Categories of Equipment/Rental, Repair/Maintenance and Rent, Storage
Salaries	85,725	85,725	110,000	110,000	Includes previous Category of Insurance/Retirement
Increase Staff by 1, Cost of Living Raise Per Yr					
Taxes	5,950	5,950	6,000	6,000	
Telephone/Internet: Ofc & Emergency Cell	3,200	3,200	4,384	4,384	
Travel	4,500	4,500	7,200	7,200	2 Staff to Utah
Schools, IFCs, Utah					
Total Object of Expenses	164, 050	164, 050	221, 260	221, 260	FY12-FY13 Budget Also Included \$250 Miscellaneous

Method of Financing			(9/1/13-	(9/1/14-
Texas State Board of Pharmacy Contract	136, 719	136, 719	186,260	186,260
Monitoring Fees	28, 190	28, 190	35,000	35,000
Total Method of Financing	164, 909	164, 909	221,260	221,260

Texas State Board of Pharmacy

		Fiscal Year 2014	Fiscal Year 2015	TOTAL
EXCEPTIONAL ITEM #1		RESTORE FUNDING REDUCTIONS		
! Restore Merit		140,090	285,433	425,523
! Computer Equipment & Software Replacement		72,099	90,550	162,649
! Web Redesign & Accessibility		15,000	15,000	30,000
! Vehicle Replacement		58,500	97,500	156,000
! Testing of Compounded Products		50,000	93,639	143,639
! Scanning of Records		54,000	0	54,000
Total Exceptional Item #1		389,689	582,122	971,811

EXCEPTIONAL ITEM #2		NEW BIENNIUM UNFUNDED MANDATES		
! Payroll Health Insurance Contribution - 1%	Total Exceptional Item #2	38,422	38,422	76,845

EXCEPTIONAL ITEM #3		NEW APPROPRIATIONS REQUEST		
! New FTEs				
Salaries		\$ 515,733	\$ 515,733	\$ 1,031,466
Other Operating		\$ 94,076	\$ 67,456	\$ 161,532
Leased Office Space		\$ 400,000	\$ 400,000	\$ 800,000
Vehicle		\$ 58,500	\$ -	\$ 58,500
		\$ 1,068,309	\$ 983,189	\$ 2,051,498
	Increase in FTEs	10	10	
Payroll Health Insurance Contribution - 1%		\$ 5,157	\$ 5,157	\$ 10,315
		\$ 1,073,466	\$ 988,346	\$ 2,061,813

Asst Chief of Comp - RPH II B28
 Field Investigator V B20
 Field Investigator V B20
 Inspector VI B19
 Litigation Managing Atty - Attny V B29
 Litigation Analyst/Invest - Prog Spec V B21
 Education Specialist III B21
 Systems Analyst II B18

Licensing & Permit Specialist IV A18
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Texas State Board of Pharmacy

	Fiscal Year 2014	Fiscal Year 2015	TOTAL
! Regulatory Database	54,314	54,314	108,628
! Health Professions Council Transfer			
! Pharmacist Recovery Network	49,541	59,386	108,927
! Increase in Executive Director's Salary	33,500	33,500	67,000
Total Exceptional Item #3	1,210,821	1,135,546	2,346,368

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Exceptional Items - Total

1,638,933	1,756,091	3,395,024
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