

## **FY2013 FISCAL REPORT**

The attached report represents an unaudited report of the financial activities regarding the internal operating budget for Fiscal Year 2013 (September 1, 2012 - August 31, 2013). A more detailed accounting of the agency's unaudited financial report, which includes all fund types and account groups, a complete statement of revenues and expenditures, and changes in fund balance, can be found in the "*FY2013 Annual Financial Report.*"

As of August 31, 2013, the unexpended balance for FY2013 was approximately \$41,027 or .77% under budget.

TEXAS STATE BOARD OF PHARMACY  
EXPENDITURES - Fiscal Year 2013 - 4th Quarter  
as of August 2013

Code	Description	Budget	Expended	Unexpended Balance/ Lapse	Remaining Budget	Percent Remaining
1008	(a) Professional Fees & Svcs (Other)	54,401.94	48,623.49		5,778.45	10.62%
1010	(b) Professional Fees & Svcs (TPA)	126,874.00	126,874.00		0.00	0.00%
3002	Gas, Other Fuels & Lubricants	42,978.00	42,841.56		136.44	0.32%
3003	Vehicles - Maintenance	13,512.00	12,990.22		521.78	3.86%
3004	Consumable Supplies & Materials	40,879.00	38,579.22		2,299.78	5.63%
3005	Postage	59,500.00	59,308.63		191.37	0.32%
3006	Telephone	40,588.24	39,787.39		800.85	1.97%
3014	Subscriptions	11,329.59	11,059.59		270.00	2.38%
3018	Travel - Board Members (Service)	24,654.20	22,959.61		1,694.59	6.87%
3019/20	Travel - Board Mbr Conference	9,300.00	6,110.50		3,189.50	34.30%
3027	Travel - State Vehicle	727.38	727.38		0.00	0.00%
3028	Travel - Staff (Service)	67,414.70	66,061.73		1,352.97	2.01%
3037	Travel - Conference - State Vehicle	24.00	24.00		0.00	0.00%
3038	Travel - Staff (Conference)	3,012.68	1,331.46		1,681.22	55.80%
3039	Travel - Staff (Conf Out Of State)	3,328.32	3,328.32		0.00	0.00%
3516	Membership Fees & Dues	2,444.00	2,213.00		231.00	9.45%
3517	Administrative Support Service & Other	1,855.00	1,820.00		35.00	1.89%
3518	Administrative Support Service	87,301.54	85,301.54		2,000.00	2.29%
3518(b)	HPC Shared Regulatory Database Migration	262,467.00	262,467.00		0.00	0.00%
3521	Criminal Investigative Expense	900.00	187.21		712.79	79.20%
3534	Freight & Delivery Service	4,800.00	4,671.33		128.67	2.68%
3535	Maint & Repair - Furn & Equip	13,841.80	9,831.10		4,010.70	28.98%
3536	Rental of Furn & Equip	6,786.00	6,785.28		0.72	0.01%
3537	Rental of Space	5,142.00	4,843.49		298.51	5.81%
3538	Bonds & Insurance	6,508.00	6,508.00		0.00	0.00%
3539	Maintenance and Repair-Building	2,555.00	2,553.00		2.00	0.08%
3540	Reproduction & Printing	19,913.00	18,948.23		964.77	4.84%
3570	Registration Fees	7,578.00	7,578.00		0.00	0.00%
3571	Board Member Registration	2,454.00	2,454.00		0.00	0.00%
3581	F & E - Not Capitalized or Inventoried	18,491.67	14,311.02		4,180.65	22.61%
3582	F & E -Under \$1000-Inventory	9,424.96	9,424.96		0.00	0.00%
3588	Books & Recorded Materials	1,200.00	1,130.27		69.73	5.81%
3590	Miscellaneous (HPC Transfer and Fees)	26,513.98	25,813.32		700.66	2.64%
3595	Awards	1,407.00	1,351.09		55.91	3.97%
7001	Exempt Salaries	106,500.00	106,500.00		0.00	0.00%
7002	Classified Salaries - Full Time	3,627,415.33	3,623,168.23		4,247.10	0.12%
7006	Salaries/Wages-Hourly Part-time FTE	9,288.95	7,803.94		1,485.01	15.99%
7017	One-Time Merit	147,000.00	146,974.00		26.00	0.02%
7020	Hazardous Pay	3,570.00	3,570.00		0.00	0.00%
7021	Overtime Pay	7,245.43	7,245.43		0.00	0.00%
7022	Longevity	78,000.00	77,680.00		320.00	0.41%
7023	Lump Sum Termination Payment	34,326.54	34,326.54		0.00	0.00%
7025	Compensatory Per Diem	270.00	180.00		90.00	33.33%
7033	Employees Retirement - Other	4,930.24	4,618.23		312.01	6.33%
7042	Payroll Health Insurance Contribution	37,399.43	34,157.69		3,241.74	8.67%
7219	Texas Online Fee	221,785.00	200,066.00		21,719.00	9.79%
7947	State Office of Risk Management	5,186.17	5,186.17		0.00	0.00%
7984	Unemployment Benefits	164.00	164.00		0.00	0.00%
	Controlled Substance Forfeiture Funds UB)	58,497.22	0.00		58,497.22	100.00%
	Prompt Payment Interest	0.48	0.48		0.00	0.00%
	<b>TOTAL ADMIN, LIC &amp; ENF</b>	<b>5,321,685.79</b>	<b>5,200,439.65</b>	<b>0.00</b>	<b>121,246.14</b>	<b>2.28%</b>
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	Rider No. 2 - Controlled Substance Forfeiture Program UB Authority			58,497.22	-58,497.22	0.00%
	TexasOnline Authority Appropriation Article VIII - Section 4 - Lapse			21,719.00	-21,719.00	0.00%
	<b>Total ADMIN, LIC &amp; ENF Incl Riders</b>	<b>5,321,685.79</b>	<b>5,200,439.65</b>	<b>80,216.22</b>	<b>41,029.92</b>	<b>0.77%</b>

**EXPLANATION OF EXPENDITURES  
FISCAL YEAR 2013**

**Code Definition**

- 1008(a) PROFESSIONAL FEES: Includes the contract for services for the Employee Assistance Program, required CPA services, testing of compounded products, IT services.
- 1010(b) PROFESSIONAL FEES: Funding for the contract for the Peer Assistance Program.
- 3002 GAS, OTHER FUELS & LUBRICANTS: Expenditures for agency vehicles in these categories.
- 3003 VEHICLES - MAINTENANCE: Expenditures related to agency vehicles.
- 3004 CONSUMABLE SUPPLIES & MATERIALS: Expenditures related to office supplies, paper.
- 3005 POSTAGE: Expenditures related to agency postage account.
- 3006 TELEPHONE: Includes all telephone charges (local and long distance, Tex-An, fax telephone line, cell phones).
- 3014 SUBSCRIPTIONS: Includes agency subscriptions to such newsletters, magazines as Westlaw, Texas Legislative Service, Pharmacist Letter.
- 3018 TRAVEL - BOARD MEMBER SERVICE: Travel reflects Board Business Meetings, informal conferences, and other board travel required.
- 3019 TRAVEL – BOARD MEMBER CONFERENCE: Travel reflects Board Conference Travel.
- 3027
- 3028 TRAVEL - STAFF SERVICE: Staff service travel is defined as travel expenses incurred by field staff when conducting inspections and/or investigations.
- 3038 TRAVEL - STAFF CONFERENCE IN STATE: Travel incurred by staff to attend pharmacy or agency related professional in-state meetings.
- 3039 TRAVEL - STAFF CONFERENCE OUT-OF-STATE: Executive Director out-of-state conference travel.
- 3516 MEMBERSHIP FEES & DUES: Expenditures includes agency membership to various associations.
- 3517 ADMINISTRATIVE SUPPORT SERVICES: Amounts in this expenditure
- 3518 include payment for calligrapher for pharmacist certificates, court reporter services, ADT Security System, pre-mail preparation of licensing certificates, mail service of all agency mail, shredding services, and temporary employees in Licensing and Enforcement.

- 3518 (b)HPC TRANSFER/DATABASE: Agency's pro-rate share of the ongoing costs to the HPC Shared Regulatory Database system.
- 3521 CRIMINAL INVESTIGATIVE EXPENSE: Expenditures include expenses incurred in obtaining evidence for investigative cases.
- 3534 FREIGHT & DELIVERY SERVICE: Expenditures include other mailing services such as United Parcel Service.
- 3535 MAINTENANCE & REPAIR/FURN EQUIP: Expenditures include maintenance contracts with vendors for the LAN network, telephone system and printers.
- 3536 RENTAL OF FURN & EQUIP: Expenditures include rental of pagers and copiers.
- 3537 RENTAL OF SPACE: Reflects expenditures for storage of files at state library.
- 3538 BONDS AND INSURANCE: This expenditure includes insurance on agency owned vehicles.
- 3540 REPRODUCTION AND PRINTING: This expenditure includes printing services, such as various stationery, forms and envelopes, surveys, and imaging services for ongoing project of pharmacists and pharmacy technicians.
- 3570 REGISTRATION FEES: This amount includes continuing education and training for employees as provided for in the State Employees Training Act of 1969. This budgeted item also includes funds expended for conference and meeting registration fees for staff members only.
- 3571 BOARD MEMBER REGISTRATION: Registration fees for conference and meetings for board members only.
- 3581 FURN & EQUIP: Necessary new and replacement furniture, equipment,  
3582 computer equipment or upgrades.
- 3588 BOOKS AND RECORDED MATERIALS: Items such as West Law, Vernon's Annotated Civil Statutes, etc.
- 3590 MISCELLANEOUS (HPC Transfer & Fees): Expenditures primarily due to agency's pro-rata share of HPC expenditures/budget.
- 3595 AWARDS: This amount includes any awards given to staff and/or board members, for outstanding service or longevity.
- 7001 EXEMPT SALARIES: Salary for the Executive Director.
- 7002 CLASSIFIED SALARIES: Total staffing of 78 FTE's in FY13.  
7006
- 7017 ONE TIME MERIT RAISE: Merit bonus to eligible agency employees.

- 7020 HAZARDOUS PAY: Pay given to agency investigators (peace officers), in lieu of longevity pay.
- 7021 OVERTIME PAY: Pay given to non-exempt employees for hours worked over 40 hours per week.
- 7022 LONGEVITY: Longevity amount is based on accumulated years of employee state service. Formula is \$20 a month for every two years of state service.
- 7023 LUMP SUM TERMINATION PAY: Pay given to terminating employees for accumulated annual leave.
- 7025 COMPENSATORY PER DIEM: Legislative appropriation for per diem of board members is \$30 per day. Adjusted budget includes a budget reduction.
- 7033 EMPLOYEES RETIREMENT OTHER: Agency surcharge for retirement benefits for retired employees who have returned to work after September 1, 2011.
- 7042 PAYROLL HEALTH INSURANCE CONTRIBUTION: Agency contribution (1% of employees' salary) towards health insurance.
- 7219 TEXAS ONLINE FEE: Amount paid to the Texas OnLine Authority as required by Senate Bills 187 and 645, for all licenses and registrations.
- 7947 STATE OFFICE OF RISK MANAGEMENT: Expenses due to this office for worker's compensation coverage based on FTE's.
- 7984 FORFEITURE FUNDS Amount remaining in the Controlled Substance Forfeiture Funds Account.