



Arizona Medical Board

9545 East Doubletree Ranch Road • Scottsdale, Arizona 85258

Home Page: <http://www.azmd.gov>

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NOTICE & AGENDA FOR ADMINISTRATION SUBCOMMITTEE MEETING

Scheduled to be held at 4:45 p.m., on Tuesday, March 31, 2015

9545 E. Doubletree Ranch Road • Scottsdale, Arizona

Notice is hereby given to the general public and to the members of the Arizona Medical Board (Board), that the Administration Subcommittee will hold a subcommittee meeting open to the public at the Board's offices located at 9545 East Doubletree Ranch Road, Scottsdale, Arizona. A.R.S. § 38-431.02. The Subcommittee, upon a majority vote of a quorum of the members, may hold an *Executive Session* on any of the listed agenda items to obtain legal advice. A.R.S. § 38-431.03(A)(3).

The Subcommittee reserves the right to change the order of items on the agenda, except for matters set for a specific time.

Americans with Disabilities Act: Persons with disabilities may request reasonable accommodations by contacting Evangeline Webster at (480) 551-2714. Requests should be made as early as possible to allow time to arrange the accommodation.

THE SUBCOMMITTEE WILL CONSIDER, DISCUSS AND MAY TAKE ACTION ON ANY AGENDA ITEM.

Subcommittee Members

Jodi A. Bain, Esq., Chair

Donna S. Brister

R. Screven Farmer, M.D.

James M. Gillard, M.S., M.D., F.A.C.E.P., F.A.A.E.M.

If you need to speak to a member of Board staff regarding agenda items, please contact the Board Coordinator at 480-551-2712 or boardcoordinator@azmd.gov

A. CALL TO ORDER – 4:45 p.m.

Jodi A. Bain, Esq., Chair

B. CALL TO THE PUBLIC – 4:45 p.m.

C. REVIEW DISCUSSION AND POSSIBLE ACTION REGARDING RATIFICATION OF ACTION TAKEN ON FEBRUARY 3, 2015

On February 3, 2015 a discussion was scheduled regarding IT matters for staff and one or two committee members. At the same time another committee member was to meet with an individually assigned staff member for a briefing. A group discussion did occur about IT matters. The AMB Administration Subcommittee wants to ensure for record keeping that the ultimate increase in attendance of quorum of committee members is now ratified.

No legal action was taken at on February 3, 2015. However, the Agency staff James Gentile was requested to investigate options with regard to the Agency's data management system going forward. The Subcommittee wishes to ratify this request. Members of the public may obtain a written description of the action to be ratified by making a public records request via email at publicinformation@azmd.gov.

D. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING SUBCOMMITTEE PROCESSES

E. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING UPDATE ON DEPARTMENT MATTERS

- i. GL Suite Contract and Alternative Solutions**
James Gentile, Chief Information Officer
 - Discussion of Current Database Issues and Possible Alternatives
- ii. Business Office**
Evangeline Webster, Support Services Manager
 - Budget and Personnel
- iii. Investigations Office**
Anita Shepherd, Investigations Manager
 - Discussion of Department Staffing Needs
 - Availability of Medical Consultants to Review Cases
- iv. Licensing Office**
Twana Fairbourn, Licensing Assistant Manager
 - Staffing Needs
 - Status Update on Issuance of Licenses



Patricia E. McSorley
Patricia E. McSorley, Executive Director