



## Arizona Medical Board

9545 East Doubletree Ranch Road • Scottsdale, Arizona 85258  
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### FINAL MINUTES FOR ADMINISTRATION COMMITTEE TELECONFERENCE

Held on Friday, June 2, 2017

9545 E. Doubletree Ranch Road • Scottsdale, Arizona

#### *Committee Members*

Jodi A. Bain, Esq., Chair

R. Screven Farmer, M.D.

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

#### **A. CALL TO ORDER AND ROLL CALL**

Ms. Bain called the meeting to order at 2:07 p.m.

The following Board members participated telephonically: Ms. Bain, Dr. Farmer and Dr. Gillard.

#### **ALSO PRESENT**

Present among Agency staff include: Carrie Smith, Assistant Attorney General ("AAG"); Patricia E. McSorley, Executive Director; Kristina Fredericksen, Deputy Director, telephonically; Mary Bober, Board Operations Manager; and Michelle Robles, Board Coordinator, James Gentile, Chief Information Officer ("CIO").

#### **B. APPROVAL OF MINUTES**

This item was tabled until after Item C.

**MOTION: Dr. Farmer moved to approve the June 2, 2015 Administration Subcommittee Meeting minutes.**

**SECOND: Dr. Gillard.**

**VOTE: 2-yay, 0-nay, 1-abstain, 0-recuse, 0-absent.**

**MOTION PASSED.**

#### **C. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING AGENCY BUDGET AND PLANNING**

Ms. McSorley reported that the Agency can only use money appropriated during the legislative calendar and that the 2019 budget is due September 1, 2017. Ms. McSorley provided an overview of the budget.

Ms. Bain provided an explanation regarding a budgetary decision package and when one would be requested from the legislature.

Ms. McSorley noted that if appropriated money is not used by a State agency, then it is returned to the reserve fund. However, money budgeted for personnel are continually being reassessed on the basis of department need, as it is a core Agency expense. Dr. Farmer requested more detail about the personnel budget.

Ms. McSorley reported that the Agency continues to have funds flow into the reserve account and is on trend this year. Ms. McSorley explained that the reserve fund is controlled by the Office of Strategic Planning and Budgeting and the final approval of appropriations is given by the Governor's Office.

Ms. Bain acknowledged that the Agency is not anticipated to be at a deficit for fiscal year 2018 fiscal year as the decision packages requested were partially approved and the Governor's office works to make sure budgets are fiscally neutral

Ms. McSorley reported that the Agency must submit a proposed budget for 2019 by September 1 and that the draft budget can be brought to the Agency Board for review at the August meeting. At this point, she is not recommending that the Agency request a decision package, but noted that the pending move may change the analysis, especially as the rent for 2019 has yet to be determined.

Mr. Gentile reported regarding plans for transitioning the Agency's technology to the new building. Ms. McSorley reported that due to the move, the Arizona Department of Administration (ADOA) will be informing the impacted agencies about the costs for shared services and rent so that each agency may budget accordingly. Agency staff continues to have ongoing discussions and are working to make the move a smooth transition.

**D. DISCUSSION AND POSSIBLE RECOMMENDATION REGARDING APPOINTMENT OF NEW BOARD MEMBER TO THE COMMITTEE**

**E. DISCUSSION AND POSSIBLE ACTION ON POTENTIAL ITEMS TO BE PLACED ON FUTURE COMMITTEE AGENDA**

The next meeting will be scheduled for July 12, 2017 at 4:00 p.m. to discuss the draft budget and any proposed changes.

**F. ADJOURNMENT**

**MOTION:** Dr. Farmer moved to adjourn the meeting.

**SECOND:** Dr. Gillard.

**VOTE:** 3-yay, 0-nay, 0-abstain, 0-recuse, 0-absent.

**MOTION PASSED.**

The meeting adjourned at 2:48 p.m.



*Patricia E. McSorley*  
Patricia E. McSorley, Executive Director