

**Kansas State Board of Nursing
Landon State Office Building, 5th Floor Conference Room D
May 15, 2002
Finance Committee Minutes**

Time: 3:30 p.m. – 4:30 p.m.

Committee Members: Mark Steadham, Public Member, Chair
Barbara Stec, Public Member, Vice-Chair
Teresa Harder, ART, LPN, CST

Staff: Mary Blubaugh, MSN, RN
Jennifer Hermann, Administrative Specialist

Call to Order: The Finance Committee was called to order by Mark Steadham at 3:30 p.m. in the 5th Floor Conference Room D.

Add/Revise Agenda: M. Blubaugh requested discussion of a task force for the Practice Committee be added under new business

Minutes: Mark Steadham approved and signed committee minutes from December and February.

Complaints/concerns:

Old Business:

Office space update: M. Blubaugh stated there has been a change to the dates for bids to go out from Facilities Management. The date has been moved from May 15, 2002 to June 15, 2002 with estimated move date of December, 2002. Additional expenses for office furniture and work room total \$56,902. This amount does not include the cost of additional filing cabinets or conference room tables and chairs. M. Blubaugh requested approval to order the Herman Miller components out of this year's budget with a delivery date of December, 2002. The remaining amount will carry over to next year's budget. M. Steadham will take the request to the Board for approval.

Lic. Verif. Recom: M. Blubaugh discussed BCBS's experience with On Line Verification. (OLV) M. Blubaugh reported the temp. has pulled original dates of licensure from microfilm and approximately 50% of that data has been entered into KBON. M. Blubaugh reported OLV has been working very well for BCBS. M. Blubaugh explained A. Guerrero created a web submission form allowing organizations to request dates if the date in OLV is illogical or absent. M. Blubaugh suggested the fee for in-house verifications be

raised to \$1.50 per search. OLV would be set at \$1.00 per search or subscription rate of \$60 per year and \$.25 per search. M. Steadham will recommend the Board adopt a fee of \$1.50 per request for in-house verifications.

Budget update: Budget issues were discussed during the office space update. M. Blubaugh estimates with May and June the Board will be close to \$190K under budget by end of FY '02.

K.S.A. 74-1110: M. Blubaugh discussed a review of administrative fines. M. Blubaugh discussed this issue with D. Glynn and per discussion it was determined fines are at an appropriate level. No changes will be made at this time.

Microfilm Scanner: The Microfilm Scanner was installed in March and is working well for retrieval of records.

New Business

Task Force: The Committee discussed setting an amount to be recommended if a Practice Committee Task Force is requested. M. Steadham suggested this issue be taken to the Board if the Practice Committee determines a task force necessary.

Adjourn: 4:05 p.m.

Committee Chairperson, Date

July Agenda items: New business—end of year budget