

**Kansas State Board of Nursing  
Landon State Office Building, 5<sup>th</sup> Floor Conference Room D  
February 19, 2002, 3:30 PM  
Finance Committee Minutes**

- Committee Members: Mark Steadham, Public Member, Chair  
Barbara Stec, Public Member, Vice Chair  
Teresa Harder, LPN
- Absent: Mark Steadham, Public Member, Chair  
Barbara Stec, Public Member, Vice Chair
- Staff: Mary Blubaugh, RN  
  
Jennifer Hermann
- Guests: Karen Gilpin, President  
Diane Okeson, Vice-President  
Jane Conroy  
Carolyn Middendorf, KSNA
- Call to Order: The Finance Committee was called to order by  
Teresa Harder at 3:30PM in the 5<sup>th</sup> Floor Conference  
Room D.
- Add/Revise Agd.: The committee added strategic planning and the  
microfilm machine to the agenda under New  
Business.
- Minutes: The committee decided to hold for Mark Steadham's  
approval the minutes from the December, 2001  
meeting.
- Old Business
- Office space update: Mary discussed the status of the space on the 10<sup>th</sup>  
floor. The space is completely gutted but no firm date  
has been given for the move. Mary discussed the  
issuance of a proviso for the money for the move.  
The estimate received from Herman Miller is \$21,000  
for units that do not include power panels. For an  
additional \$10,000 units including power panels can  
be purchased and upgrades to the current Herman  
Miller units can be made. It was the consensus of the

committee to purchase upgrades for current units and purchase new units with power panels.

New Business

License Verifications:

Discussion of license verifications was tabled.

Budget Update:

Mary discussed the proviso out of the house and December expenses. Currently \$115,000 under budget.

Regulation 74-1110:

Discussion of administrative fines was tabled. The committee had no recommendations for change.

Microfilm Machine:

Mary discussed the availability of the resources necessary to continue using the current microfilm machine. The paper used in the machine will no longer be available after the end of this year. The cost of the paper recently went up to \$200 per roll. Gary Taylor priced an option allowing us to replace the reader portion of the machine. The new reader portion would be hooked to the network and a laser printer. Teresa Harder will make a recommendation to the Board that the new reader be purchased.

Strategic Planning:

Mary recommended a limit be set for the Board to spend on strategic planning. She discussed the strategic planning group used by the Pharmacy Board. The facilitators cost approximately \$1600 not including lodging. Mary stated the facilitators would require six to seven hours with the Board. Teresa Harder recommended the spending cap be set at \$2500. The committee discussed meeting off-site. The committee will recommend a spending cap be set at \$2500 and that strategic planning be scheduled for Monday of the May meetings.

Adjourn:

4:15PM.

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Mark Steadham, Chair