

**Kansas State Board of Nursing  
Landon State Office Building, Room 108  
Finance Committee Minutes -APPROVED  
March 18, 2009**

Time: 8:30 a.m. – 9:00 a.m.

Committee Members: Janice McCart, RN, MSM, Public Member, Chair  
Bernard Becker, Public Member, Vice Chair  
Jane Conroy, RN, NP-C, ARNP

Staff: Mary Blubaugh, MSN, RN  
Adrian Guerrero, I.T.M.  
Inge Reed, Administrative Specialist

Call to order: The Finance Committee meeting was called to order in room 108 of the Landon State Office Building at 8:30 a.m. by J. McCart, Chair.

Review onsite packet:

Add/Rev. Agenda: Audit of the Business Procurement Cards.

Minutes: The minutes of the December 17, 2008 meeting were reviewed. It was moved to approve the December 17, 2008 minutes. Motion #1 Conroy/Becker.

Complaints/concerns: None.

**Unfinished Business:**

Budget: M. Blubaugh reported that the House Appropriations Committee approved \$61,000 to purchase the hardware that was needed. The FY09 budget was cut by 3% which was \$37,000 and was transferred into the state general fund. So far they have left the \$61,000 in our FY10 budget. The Senate Ways and Means Committee requested each agency to bring a 10% cut in the budget and then another plan for additional 3% to 8%. The 10% plan that M. Blubaugh proposed was to leave the two vacant positions open – save \$108,000, not printing license cards – save \$12,000, non-board committee members not traveling to Board meetings and participating by conference call – save \$6,000, decrease the amount of computer connections – save \$3,000, no student presentations – save \$2,000, eliminating electronic meeting service – save \$3,000, no capitol outlay purchases – save \$5,000. The rest would be \$49,000 in staff layoffs and furloughs. More than a 10% cut will have to be staff layoffs or furloughs.

Senate Bill 308 proposes to raise the cap KSBN deposits to the State General fund from \$200,000 to \$350,000 which is a 75% increase. KSBN testified against this bill.

M. Blubaugh reported if there is money left at the end of this fiscal year KSBN needs to purchase equipment. The imaging system update and maintenance, a back up system that is about \$30,000 and \$18,260 for maintenance on the new software system.

I move that we authorize KSBN to spend up to \$70,000 this fiscal year or next fiscal year to update equipment. Motion #2 Conroy/Becker.

Software: The software system will be shut down March 18<sup>th</sup> and hope to be back up by March 23<sup>rd</sup> or 24<sup>th</sup>. Information was posted on our website and sent to associations about the system being down until the conversion in complete.

Cost of license printing: In 2007 we sent out 24,178 renewals. We pay postage at .35 and it goes through the state central mail. So 2007 it cost us \$8462.30. In 2008 we sent out 25,770 so the cost was a little over \$9000.00. We also have to pay central mail an assessment charge and last years assessment was \$9000.00. That is just the saving of postage. The printing was hard to determine because we still have to have some printing done. This should cut our printing cost for licenses down by at least  $\frac{3}{4}$ . Some other states use a hard plastic card. Cost estimate was \$1.00 to \$1.25. This price is for the card and postage. Cards could be different colors for different license types.

I move that KSBN investigate alternate methods of card issue and renewal and report back at the June finance committee. Motion #3 Conroy/Becker.

**New Business:**

Business Procurement card: The Business Procurement card audit was conducted on March 9, 2009 and there were no findings.

Adjourn: I move that we adjourn at 9:15 a.m. Motion #4 Conroy/ Becker.

---

Committee Chairperson

---

Date