

**Kansas State Board of Nursing  
Landon State Office Building  
Multi Purpose Room  
September 17, 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

Absent: Mark Steadham, Public Member, Chair

Call to order: The Finance Committee was called to order by Barbara Stec Vice-Chairperson at 3:30 p.m. in the 5<sup>th</sup> Floor Multi-Purpose Room.

Add/Revise Agenda: None.

Minutes: The minutes from the July 16, 2002 meeting were reviewed. It was moved to approve the minutes of the July 16 Finance Committee meeting. Motion #1 Harder/Stec Adopted UYVV.

Complaints/concerns: None.

**Old Business**

On-line verification: Mary Blubaugh discussed the status of the changes to the Online License Verification Database. M. Blubaugh stated INK has not yet produced their part of the changes to the database. INK is currently in the process of an RFP to continue providing services to the state of Kansas. Their current contract expires December 2002. INK has put the project on hold until receipt of the new contract. M. Blubaugh stated she (and a number of other agencies) issued a letter of support to keep the current vendor as it impacts Online License Verification Database as well as Online License Renewals.

Move/Office space: M. Blubaugh stated the proposed date for move to the 10<sup>th</sup> Floor of the LSOB has been moved up to March 2003. M. Blubaugh discussed the completion of the move of the legal department to Room 509 of LSOB providing additional office space until the final move to 10<sup>th</sup> Floor can be completed.

FY02 Budget update: M. Blubaugh stated the fee fund balance is at 798K. The final report showed 17K in unused monies. The actual amount left over was 117K due to reserve of 100K under the proviso granted for the office move. Half of the monies have been placed in the agency's KISP acct. Carolyn Middendorf inquired about the large deposit in May, 2002, that was questioned at the last committee meeting. M. Blubaugh explained she has been in touch with Accounts and Reports and they state the deposit is correct and does belong to the agency. T. Harder suggested spending down some monies by developing an interactive tool for Board meetings to include more licensees and employing agencies in the meetings. M. Blubaugh suggested surveying licensees and employing agencies to determine level of usage.

**New Business**

Budget FY04 and FY05: M. Blubaugh stated budget was turned in Friday and Budget Analyst is pleased with results. M. Blubaugh explained the increase in salaries and wages for FY '04 and FY '05 does not reflect actual increases in wages but is due to increased healthcare costs. M. Blubaugh added to the budget increases for contracts with KNAP and enhancements for FY '04 in the amount of 200K and FY '05 in the amount of 100K to address the nursing shortage. M. Blubaugh shared with the committee minor changes made to budget goals to more closely reflect the agency's strategic plan. M. Blubaugh asked that the Finance committee recommend to the Board that they approve the budget with enhancements. It was moved to approve the budget with enhancements dated 9/13/02. Motion #2 Harder/Stec Adopted UYVV.

It was moved to adjourn the meeting at 4:10 p.m. Motion #3 Harder/Stec Adopted UYVV.

Adjourn: 4:10 p.m.

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Barbara Stec, Vice Chair

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Date