

**TEXAS MEDICAL BOARD  
BOARD MEETING MINUTES**

**August 25, 2006**

The meeting was called to order on August 25, 2006 at 9:05 a.m. by Board Vice-President, Larry Price, D.O. Board members present were Lawrence L. Anderson, M.D.; Julie Attebury; Jose M. Benavides, M.D.; Patrica S. Blackwell; Manuel G. Guajardo, M.D.; Amanullah Khan, M.D.; Eddie J. Miles, Jr.; Keith E. Miller, M.D.; Charles Oswalt, M.D.; John W. Pate, Jr., M.D.; Annette P. Ragette; Paulette Southard; and Timothy J. Turner. Board staff present were Donald W. Patrick, M.D., J.D., Executive Director; Michele Shackelford, J.D., General Counsel; Jane McFarland, Chief of Staff; Robert Simpson, J.D., Assistant General Counsel; and various other staff.

**Agenda item #2, Executive Session. Mr. Miles moved, Dr. Miller seconded, and the motion passed to go into Executive Session at 9:10 a.m. for private consultation and advice of counsel concerning pending or contemplated litigation, settlement offers, and deliberation concerning licensure applications, and/or disciplinary action under the authority of the Open Meetings Act, Government Code, §§551.071 and 551.074; and the Medical Practice Act, TEXAS OCCUPATIONS CODE ANNOTATED, §§152.009, 155.058, 160.006, and 164.007, and 164.203; and Attorney General's Opinion No. H-484.** Open session resumed at 9:52 a.m. and it was announced that no action was taken. A certified agenda was made.

Ms. Shackelford reviewed the proposed settlement agreement concerning open records. **Dr. Pate moved, Ms. Southard seconded, and the motion passed to authorized Dr. Patrick to sign the settlement agreement as written between the Texas Medical Board and Greg Abbott, Attorney General of Texas Cause No. GN304321; Texas State Board of Physician Assistant Examiners v. Greg Abbot, Attorney General of Texas. The motion passed to approve the settlement agreement as recommended by staff.** After further discussion, **Dr. Price moved, Dr. Miller seconded, and the motion passed to authorize the Executive Committee to approve other pending lawsuit settlements agreements relating to release of licensure files contingent upon staff's recommendation that the agreement meets the intent to keep such information exempt from disclosure under the Open Government Act.**

Dr. Pate made the following statement:

*"I have reviewed both the Motion for Disqualification of Walter Pate, M.D., in the Matter of the License of Peter Raphael, M.D., and the relevant Texas Medical Board Rules concerning recusal. It is my assumption that while the motion does not name me, John Pate, the reference to Walter Pate is in error and the intent was to identify me. While this technical error may have some legal bearing, I am responding at this time. It is my belief and opinion that I do not meet the criteria as set out in Rule 187.42 to recuse myself from participation in the pending Board action relating to the ISC Panel's recommended dismissal of the open investigation involving Dr. Raphael. I have no knowledge of the pending matter. I have no direct financial interest or relationship with Dr. Raphael. As stated in Rule 187.42, the facts that I have participated as a Board member in an ISC and in a Temporary Suspension Hearing concerning Dr. Raphael are not grounds for my recusal.*

*I have determined that I can fairly and impartially consider the pending matter relating to Dr. Raphael and could participate in the discussion and vote. However, in the*

*interest of avoiding any future issues, I am announcing at this time my election to voluntarily recuse myself during any Board action taken today concerning the action items and minutes of the Disciplinary Process Review Committee that relate to the investigation on Dr. Raphael. I would request that the Board minutes include this statement and reflect my recusal during Board action on the DPRC action items and minutes."*

**Agenda item #4, Discussion, recommendation and possible action regarding emergency rule posting of proposed changes to Chapter 163, Licensure regarding new §163.14 Interpretation of Section 1.51(d), S.B. 419 relating to exam attempt requirements for those applicants in TMB Licensure system as of August 31, 2005.** After discussion, **Dr. Pate moved, Ms. Raggette seconded, and the motion passed to approve §163.14 Interpretation of Section 1.51(d), S.B. 419 as presented for publication as an emergency rule.** §163.14 relates to the exam attempt requirements for those applicants in the Texas Medical Board licensure system as of August 31, 2005 and provides a 180 day application window for certain physicians impacted. The Board directed staff to provide notice of the emergency rule to medical schools, program directors, and those applicants who have been identified as being possibly impacted.

Representative Jim Pitts was recognized and welcomed by the Board.

**Agenda item #3, Discussion regarding the use of Stipulated Board Orders.** The Board discussed and approved the use of stipulated board orders under Texas Occupational Code §164.002 in appropriate cases to cancel a license for nonpayment when the physician has a pending investigation or a pending case at the State Office of Administrative Hearings.

**Agenda item #14, Consideration and Approval of Stipulated Board Orders.** Ms. Southard moved, Ms. Raggette seconded, and the motion passed to approve the Stipulated Board Order for Robert E. Gulde, M.D.

**Mr. Turner moved, Ms. Blackwell seconded, and the motion passed to approve the Stipulated Board Order for Mark F. McDonnell, M.D., with Attachment A.**

**Agenda item #5, Consideration and Approval of Non-Public Rehabilitation Orders and Modification Request/Termination Request of Non-Public Rehabilitation Orders.** Mr. Miles moved, Ms. Southard seconded, and the motion passed to go into Executive Session at 10:18 a.m. for private consultation and advice of counsel concerning pending or contemplated litigation, settlement offers, and deliberation concerning licensure applications, and/or disciplinary action under the authority of the Open Meetings Act, Government Code, §§551.071 and 551.074; and the Medical Practice Act, TEXAS OCCUPATIONS CODE ANNOTATED, §§152.009, 155.058, 160.006, and 164.007, and 164.203; and Attorney General's Opinion No. H-484. Open session resumed at 10:33 a.m. and it was announced that no action was taken. A certified agenda was made.

**Dr. Oswalt moved, Dr. Benavides seconded, and the motion passed to dismiss the order for #336 due to mitigating factors.** Ms. Raggette, Ms. Fredricks, Dr. Miller, and Mr. Miles opposed the motion.

**Ms. Blackwell moved, Ms. Southard seconded, and the motion passed to approve the order for #393 as a public Agreed Order due to respondent's prior history.**

**Dr. Miller moved, Ms. Raggette seconded, and the motion passed to approve the Modification of Non-Public Rehabilitation Order #220.**

**Dr. Miller moved, Mr. Turner seconded, and the motion passed to approve the Non-Public Rehabilitation Order #396.**

**Dr. Pate moved, Ms. Southard seconded, and the motion passed to approve Non-Public Rehabilitation Orders #391, #375, #394, and #395; Modification of Non-Public Rehabilitation Orders #361, #344, #297, and #69; and Termination of Non-Public Rehabilitation Orders #246 and #274.**

**Agenda item #17, Consideration and Approval of Proposals for Decision**

**Walter W. Montesinos, M.D.** Suzanne Marshall, J.D., and Carol Birch, J.D., Administrative Law Judges, gave a report and recommendation. Dr. Montesinos appeared with his attorney, Valorie Davenport. Scott Freshour and Dinah Brothers, staff attorneys, appeared representing the Board. Mr. Freshour gave a presentation. Ms. Davenport gave a presentation. Ms. Davenport read a written statement on behalf of Dr. Montesinos. After discussion, **Dr. Pate moved, Dr. Benavides seconded, and the motion passed to adopt the Findings of Fact and Conclusions of Law recommended by the Administrative Law Judge in the Proposal for Decision, with the exception of Findings of Fact No. 6 and Conclusion of Law No. 6 that are deleted because they are recommendations regarding the appropriate sanction, the determination of which is reserved to the Board, and to approve the Final Order for Walter W. Montesinos, M.D., filed by staff dismissing the Complaint against Dr. Montesinos.**

**Donald Duane Hughes, M.D.** Charles Homer, III, Administrative Law Judge, gave a report and recommendation. Dr. Hughes appeared with his attorney, Stephen M. Harris. Mark Martyn, staff attorney, appeared representing the Board. Mr. Martyn gave a presentation. Mr. Harris gave a presentation. After discussion, **Ms. Fredericks moved, Mr. Miles seconded to adopt the Findings of Fact and Conclusions of Law recommended by the Administrative Law Judge in the Proposal for Decision, with the exception of Conclusions of Law Numbers 17, 18, 19 and 20 that are deleted because they are recommendations regarding the appropriate sanction, the determination of which is reserved to the Board, and to approve the Final Order filed by Board staff to revoke the license of Donald Duane Hughes, M.D.** Ms. Raggette made a friendly amendment to include an additional penalty. After discussion, Ms. Raggette withdrew her friendly amendment. **The motion passed to adopt the Findings of Fact and Conclusions of Law recommended by the Administrative Law Judge in the Proposal for Decision, with the exception of Conclusions of Law Numbers 17, 18, 19 and 20 that are deleted because they are recommendations regarding the appropriate sanction, the determination of which is reserved to the Board, and to approve the Final Order filed by Board staff to revoke the license of Donald Duane Hughes, M.D.**

**John Quill Taylor King, Jr., M.D.** Thomas H. Walston, J.D., Administrative Law Judge, gave a report and recommendation. Dr. King did not appear. Scott Freshour, staff attorney, appeared representing the Board. Mr. Freshour gave a presentation. After discussion, **Ms. Raggette moved, Dr. Benavides seconded, and the motion passed to adopt the Findings of**

**Fact, Conclusions of Law, and sanctions recommended by the Administrative Law Judge in the Proposal for Decision, and to approve the Final Order by staff to revoke the license of John Quill Taylor King, Jr., M.D.**

**Discussion item #3, Consent Agenda:**

- A. Consideration and approval of the June 1 - 2, 2006 Board meeting minutes
- B. Consideration and Approval of Appointments to the Expert Physician Panel
- C. Consideration and approval of August 10, 2006 Disciplinary Panel Minutes
- D. Consideration and approval of the August 10, 2006 Disciplinary Panel Minutes
- E. Consideration and approval of the July 27, 2006 Executive Committee Minutes
- F. Consideration and approval of the August 11, 2006 Executive Committee Minutes

**Dr. Khan moved, Ms. Attebury seconded, and the motion passed to approve the Consent Agenda.**

There were no items for Agenda item #9.

**Agenda item #10, Consideration and Approval of Nunc Pro Tunc Order:**

Winfred S. Tovar, M.D. After discussion, **Mr. Miles moved, Dr. Khan seconded, and the motion passed to approve the Nunc Pro Tunc Order for Winfred S. Tovar, M.D.**

**Agenda item #11, Consideration and Approval of Mediated Settlement Agreement Orders.** After discussion, **Dr. Oswalt moved, Ms. Fredricks seconded, and the motion passed to approve the Mediated Settlement Agreement Orders for Harold Davis Lewis, D.O.; Charles G. Polsen, III, M.D.; and Robert R. Cassella, M.D.**

At this time, the following Board members were excused in order to reconvene and complete the agenda of the Disciplinary Process and Review Committee as necessitated by a computer problem that prevented the prior completion of the file review: Keith Miller, M.D.; Lawrence Anderson, M.D., Amanullah Khan, M.D., Irvin E. Zeitler, Jr., D.O., Patricia S. Blackwell, Paulette B. Southard, and Timothy Turner.

Agenda item #12 was deferred to later in the meeting.

There were no items for Agenda item #13.

**Agenda item #15, Report on Temporary Suspensions.** Mr. Helmcamp gave a report on the Temporary Suspensions of Peter C. Okose, M.D., and Hrisha Maewal, M.D.

**Agenda item #16, Report on Automatic Orders.** Mr. Helmcamp gave a report on the Automatic Order for Kerby James Stewart, M.D.

**Discussion item #2, Board Member Report.** Dr. Price read a Board Resolution for Christine Canterbury, M.D., in recognition of her dedication and service to the board.

Ms. Shackelford gave an overview and history of waivers for physicians.

**Agenda item #10, Consideration and Approval of Nunc Pro Tunc Orders,** continued: Robert H. Gross, M.D. **Dr. Pate moved, Ms. Raggette seconded, and the motion passed to approve the Nunc Pro Tunc Order for Robert H. Gross, M.D.**

**Agenda item #17, Consideration and Approval of Proposals for Decision,** continued.

**Sheryl Roe.** The Administrative Law Judge did not appear. Ms. Sheryl Roe appeared with her attorney, Carmen Roe. Due to a lack of a quorum the Board meeting was recessed.

The Board recessed for lunch at 12:15 p.m.

The Board reconvened at 12:45 p.m. with a quorum of members present and continued with Agenda item #17.

**Agenda item #17, Consideration and Approval of Proposals for Decision,** continued.

**Sheryl Roe.** Mark Martyn, staff attorney, appeared representing the Board. Mr. Martyn gave a presentation. Ms. Carmen Roe gave a presentation. After discussion, **Dr. Guajardo moved, Dr. Pate seconded, and the motion passed to adopt the Findings of Fact and Conclusions of Law recommended by the Administrative Law Judge in the Proposal for Decision, with the exception of Conclusion of Law Number 9 that is deleted because it is a recommendation regarding the appropriate sanction, the determination of which is reserved to the Board, and to grant Ms. Roe a waiver and send to the Acupuncture Board to make a decision regarding licensure.**

**Agenda item #12, Consideration and Approval of Termination of Suspension Orders.** After discussion, **Dr. Oswalt moved, Ms. Raggette seconded, and the motion passed to approve the Termination of Suspension Order with restrictions for Rick Allen Boyles.** After discussion **Dr. Oswalt moved, Dr. Benavides seconded, and the motion passed to approve the Termination of Suspension Orders for Roger B. Yandell, M.D.; Timothy H. Werner, D.O.; and Andrew Blinkov, M.D.**

**Agenda item #8, Consideration and Approval of Modification Request/Termination Request Orders.** After discussion, **Dr. Pate moved, Mr. Miles seconded, and the motion passed to approve the Modification Request/Termination Request Orders for Marshall James Dyke, M.D.; David Alan Slater, M.D.; Mark Williamson, M.D.; Blanchard Hollins, M.D.; Stanley F. Franklin, M.D.; Phillip N. Freeman, M.D.; Charles R. Phelps, M.D.; David N. Donnel, M.D.; Michael S. Phillips, M.D.; Robert R. Perry, M.D.; and Faiz Ahmed, M.D., with clerical correction to Timothy Turner's name.**

After discussion, **Ms. Raggette moved, Ms. Attebury seconded, and the motion passed to approve to reconsider the Modification/Termination Order for David Alan Slater, M.D.** After consideration, the order was pulled.

Members of the Disciplinary Process Review Committee returned to the Board meeting.

**Agenda item #18, Public Hearing and Consideration of Adoption of Proposed Rule Changes.**

- 1. Discussion, recommendation and possible action regarding proposed amendments to Chapter 165, Medical Records to include amendments to §165.1 Medical Records and §165.6 Medical Records Regarding an Abortion on an Unemancipated Minor. Written comments were received. No one signed up to present oral comments. After discussion, Mr. Turner moved, Mr. Miles seconded, and the motion passed to adopt the proposed amendments to Chapter 165, to include amendments to §165.1 Medical Records and §165.6 Medical Records regarding an Abortion on an Unemancipated Minor as published in Volume 31, Texas Register, on June 23, 2006, with the following non-substantive changes: move part 5 into part 7, move part 6 and part 7 on the form to become part 5 and 6; change "part 5 above" to "part 7 above"; move signature and acknowledgment to back page; and correct the clerical error relating to mandatory notarization; and that staff be directed to publish the proposed rules in the Texas Register as adopted rules.**
- 2. Discussion, recommendation and possible action regarding proposed changes to Chapter 175, Fees, to include amendments to §175.2, Registration and Renewal Fees, regarding Texas Online fees for office-based anesthesia, and new §175.5, Payment of Fees or Penalties regarding the form of payment accepted for fees and penalties. No written comments were received. No one signed up to present oral comments. Dr. Anderson moved, Dr. Benavides seconded, and the motion passed to adopt the proposed rules regarding Title 22, Texas Administrative Code, Chapter 175, to include amendments to §175.2, and §175.5 as published in Volume 31, Texas Register, on June 23, 2006, and that staff be directed to publish the proposed rules in the Texas Register as adopted rules.**
- 3. Discussion, recommendation and possible action regarding adoption of process and proposed new Chapter 179.8, Alcohol and Drug Screening During Investigations for Substance Abuse regarding alcohol and drug screening during an investigation for substance abuse. No written comments were received. No one signed up to present oral comments. Dr. Pate moved, Ms. Blackwell seconded, and the motion passed to adopt the proposed rules regarding Title 22, Texas Administrative Code, Chapter 179.8, as published in Volume 31, Texas Register, on June 23, 2006, and that staff be directed to publish the proposed rules in the Texas Register as adopted rules.**
- 4. Discussion, recommendation and possible action regarding proposed amendments to Chapter 193, Standing Orders to include new §193.12 Immunizations of Elderly. No written comments were received. No one signed up to present oral comments. Dr. Khan moved and Mr. Turner seconded the motion. After discussion, Dr. Pate moved, and Ms. Raggette seconded a friendly amendment to delete "elderly persons." Dr. Khan accepted the friendly amendment. The motion passed to adopt the proposed rules with a non-substantial change deleting "elderly persons" in the third line regarding Title 22, Texas Administrative Code, Chapter 193 to include new §193.12, as published in**

**Volume 31, Texas Register, on June 23, 2006, and that staff be directed to publish the proposed rules in the Texas Register as adopted rules.**

**Agenda item #6, Consideration and Approval of Agreed Board Orders.** After discussion, **Dr. Oswalt moved and Dr. Benavides seconded the motion to dismiss the agreed order for Richard A. Carter, D.O.** There was a tie vote. Dr. Price voted against the motion to break the tie. The motion failed with Mr. Miles, Ms. Fredricks, Ms. Raggette, Ms. Attebury, Ms. Blackwell, Mr. Turner, and Dr. Guajardo voting against the motion. **Ms. Fredricks moved and Ms. Blackwell seconded a motion to approve the agreed order for Richard Carter, M.D., as written. Ms. Fredricks accepted a friendly amendment from Dr. Guajardo to delete #8 and to change Findings of Fact #9, that the standard of care was not met because a sponge was left in the patient's abdomen. The motion passed to approve the agreed order for Richard Carter, M.D., with the modification that the standard of care was not met because a sponge was left in the patient's abdomen.** Dr. Pate, Dr. Khan, Dr. Oswalt, and Dr. Benavides opposed the motion.

The Board discussed the Agreed Order for Terry Johnson, M.D.

After discussion, **Dr. Oswalt moved and Ms. Fredricks seconded a motion to approve a Suspension Agreed Order and stay for ten years for Bernard Kornell, M.D.** The motion failed. **Ms. Raggette moved, Dr. Khan seconded, and the motion passed to approve the Agreed Order for Bernard Kornell, M.D, as written.**

The Board discussed the Agreed Order for Christi E. Obukofe, M.D.

The Board discussed the Agreed Order for Clarence Porter, M.D.

The Board discussed the Agreed Order for Fred Thomas, M.D.

After discussion, **Dr. Oswalt moved to approve the Agreed Order for Charles Vavrin, M.D., with the modification that continuing medical education not be required.** The motion died for lack of a second.

The Board discussed the Agreed Order for Ruben D. Victores, M.D.

The Board discussed the Agreed Order for Charles A. Coltman, M.D. Dr. Oswalt was recused. **Dr. Benavides moved, Dr. Miller seconded, and the motion passed to approve the Agreed Order for Charles A. Coltman, M.D., as written.**

The Board discussed the Agreed Order for Henry P. Hare, Jr., M.D. **Dr. Oswalt moved to approve the order with the modification to change the one-year monitoring to continuing medical education.** The motion died for lack of a second.

The Board discussed the Agreed Order for Debra K. Woodward, M.D.

The Board discussed the Agreed Order for Clayton Moliver, M.D. After discussion, **Dr. Anderson moved, Dr. Guajardo seconded, and the motion passed to approve the Agreed Order for Clayton Moliver, M.D., with the modification to delete paragraph #3 referring to non-smoker consent form.** Ms. Raggette opposed the motion.

**Ms. Raggette moved, Ms. Blackwell seconded, and the motion passed to approve the Agreed Orders for the following:** Syed Anwar, M.D.; Lutfi S. Basatneh, M.D.; Ronald Lynn Bear, M.D.; Dileep C. Bhateley, M.D.; Karen Burroughs, M.D.; Philip M. Cantu, M.D.; William Pierce Coleman, Jr., M.D.; Leo King Edwards, Jr., M.D.; Carlos Fernandez, M.D.; Wilfredo Fernandez-Vila, M.D.; Rex Albert Fletcher, M.D.; Edward Joseph Fox, M.D.; Karl Edward Griffith, M.D.; Lubor J. Jarolimek, M.D.; Terry Lee Johnson, M.D.; Stephanie Fay Lew, M.D.; Wilson L. Lynch, M.D.; Ellis G. Main, D.O.; Eric A. Marks, M.D.; Christi E. Obukofe, M.D.; Thomas Clement Perry, M.D.; Paul Pevsner, M.D.; Jim Jasons Phillips, M.D.; Clarence Milton Porter, M.D.; Araceli Ramirez, M.D.; Raymond L. Sommer, M.D.; Bob Sorokolit, M.D.; H. Sprague Taveau, IV, D.O.; Fred C. Thomas, M.D.; Christopher Paul Thompson, M.D.; Charles R. Vavrin, M.D.; Ruben D. Victores, M.D.; Patrick Henry Wilson, M.D.; James C. Womack, M.D.; Mark Lee Wright, M.D.; Yasser F. Zeid, M.D.; Chaim Banjo, M.D.; Harvey L. Carter, III, M.D.; Douglas T. Cromack, M.D.; Jerry T. Davis, D.O.; Paul W. Desruisseaux, M.D.; Peter C. Okose, M.D.; John A. Wells, M.D.; Debra K. Woodward, M.D.; James W. Anthony, M.D.; Fabian Aurignac, M.D.; German Benavides, M.D.; Emily A. Eilers, M.D.; Henry P. Hare, Jr., M.D.; Gerald W. Johnson, M.D.; Robert Lonian, M.D.; David J. Randell, D.O.; Robert G. Ranelle, D.O.; Kenneth D. Wilgers, M.D.; Kelly R. Danks, M.D.; John Barry Ranelle, D.O.; and Robert Frank White, M.D.

**Agenda item #7, Consideration and Approval of Administrative Orders.** After discussion, **Dr. Miller moved, Dr. Khan seconded, and the motion passed to deny the Administrative Order for Cheryl F. Sacco, M.D., and to schedule her for an Informal Settlement Conference.**

After discussion, **Ms. Blackwell moved, Dr. Benavides seconded, and the motion passed to approve the Administrative Orders for the following:** Mounaf Shassan Ahmad, M.D.; Pamela Kay Obye Ashley, M.D.; Daniel E. Bailey, Jr., M.D.; Marcus Duane Barnett, M.D.; Jose Antonio Bossolo, M.D.; Antonio Cadena, Jr., M.D.; Jonathan D. Chancellor, M.D.; Howard T. Douglas, M.D.; Ben H. Echols, M.D.; Virginia F. Farrar, D.O.; Wesley Clifford Gustafson, Jr., M.D.; Ali Jaffar, M.D.; Alan David Koenigsberg, M.D.; Kenneth N. Korsah, M.D.; Courtney Nicole Lawrence, M.D.; Richard H. Leconey, M.D.; John Robert Mathias, M.D.; Frederick S. Maurer, M.D.; Christopher Mullett, D.O.; Frederico P. Padua, M.D.; Margaret Lee Payne, M.D.; Seshagiri Rao, M.D.; Gayle Riley, M.D.; Nathalie Kim Roff, M.D.; Godofredo M. Rossi, M.D.; Amit Sadana, M.D.; Scott Satterfield, M.D.; Emanuel E. Ubinas-Brache, M.D.; Jeffrey M. Williams, M.D.; James Turner Wright, Jr., M.D.; Mark Lee Wright, M.D.; Kari L. Rollins, D.O.; and Barton E. Giessel, M.D.

**Discussion item #4, Committee reports and the consideration and approval of minutes and action items of committees meeting during the Board meeting.**

Dr. Pate gave a report of the Licensure Committee meeting. **Dr. Pate moved, Dr. Benavides seconded, and the motion passed to approve the Licensure Committee meeting minutes and action items.**

Dr. Benavides gave a report of the Finance Committee meeting. **Dr. Benavides moved, Ms. Blackwell seconded, and the motion passed to approve the Finance Committee meeting minutes and action items.**



Dr. Khan gave a report of the Standing Orders Committee meeting. **Dr. Khan moved, Ms. Blackwell seconded, and the motion passed to approve the Standing Orders Committee meeting minutes and action items.**

Dr. Price gave a report of the Executive Committee meeting. **Dr. Price moved, Dr. Pate seconded, and the motion passed to approve the Executive Committee meeting minutes and action items.**

Dr. Pate recused himself and left the meeting.

Dr. Miller gave a report of the Disciplinary Process Review Committee. **Dr. Miller moved, Dr. Benavides seconded, and the motion passed to approve the Disciplinary Process Review Committee meeting minutes and action items.**

**Discussion item #1, Executive Director's Report.** Dr. Patrick presented Dewey Helmcamp a plaque in recognition of his service to the agency. Dr. Patrick reported management issues would be discussed at the next board meeting. Jane McFarland announced the agency strategic plan was available.

There being no further items the meeting adjourned at 3:08 p.m.