



**California State Board of Pharmacy**

1625 N. Market Blvd, Suite N219, Sacramento, CA 95834

Phone (916) 574-7900

Fax (916) 574-8618

www.pharmacy.ca.gov

BUSINESS, CONSUMER SERVICES AND HOUSING AGENCY

DEPARTMENT OF CONSUMER AFFAIRS

GOVERNOR EDMUND G. BROWN JR.

**ORGANIZATIONAL DEVELOPMENT COMMITTEE**

Amy Gutierrez, Licensee Member, Board President

Victor Law, Licensee Member, Board Vice President

**a. Budget Update/Report**

**Attachment 1**

The new fiscal year started July 1, 2017. The board’s authorized expenditures for the year are \$23,370,000.

As the board was advised during the February 2018 board meeting, the state’s transition to a new statewide Accounting and Budgeting system known as Fi\$Cal. The Department went “live” in the Fi\$Cal system on July 10, 2017. Although there are some delays, as of fiscal month seven the board has received \$14,843,000 in revenue. A summary of the revenue is provided below.

Revenue Sources		
Source	Amount	Percentage
Licensing	\$13,167,400	89%
Citation Fines	\$1,116,500	8%
Cost Recovery	\$499,200	3%
Interest	\$59,900	0%

Further, as of fiscal month seven, the board expended \$12,241,000, which is approximately 52% of its authorized budget. The largest expenditure categories are detailed below.

Expenditures		
Source	Amount	Percentage
Personnel	\$8,618,600	71%
Prorata	\$1,393,700	12%
Enforcement	\$1,262,500	10%

Below is a summary of the fund condition report prepared by the Department.

Fund Condition		
Fiscal Year	Fund Balance	Months in Reserve
2016/2017	\$8,084,000	4
2017/2018	\$7,608,000	3.4
2018/2019	\$4,928,000	2.2
2019/2020	\$1,721,000	0.7

As the board begins to receive more budget details, staff will assess the fund condition to determine what, if any, action is necessary to address what appears to be a reduction of the board's fund.

**Attachment 1** includes detailed budget charts for board revenue and expenditures as well as the fund condition.

**b. Board Member Reimbursement and Attendance Information**

**Attachment 2**

Board members may seek reimbursement for travel expenses and per diem payments. Board members are paid for each day of a board meeting but, in accordance with board policy, may also submit hours for work performed doing additional board business. It is important to note that these figures only represent hours and travel expenses where reimbursement was sought. It is not uncommon for board members to waive their per diem payments or only request partial reimbursement of travel expenses. The reimbursements are provided in **Attachment 2**.

At the request of the board president, a report of the board member attendance is provided at each board meeting. **Attachment 2** also includes the board member attendance information for Fiscal Year 2017/2018.

**c. Future Board Meeting Dates**

**2018 Board Meeting Dates**

- June 6, 2018 – Petitioner Board Meeting
- July 24-25, 2018
- September 6, 2018 – Petitioner Board Meeting
- October 23-24, 2018
- December 12, 2018 – Petitioner Board Meeting

**Proposed 2019 Board Meeting Dates**

- January 30-31, 2019
- May 7-8, 2019
- July 24-25, 2019

- November 5-6, 2019

**Proposed 2019 Petitioner Board Meeting Dates**

- March 25, 2019
- June 25, 2019
- September 10, 2019
- December 17, 2019

# **Attachment 1**

# 0767 - Pharmacy Board Contingent Fund

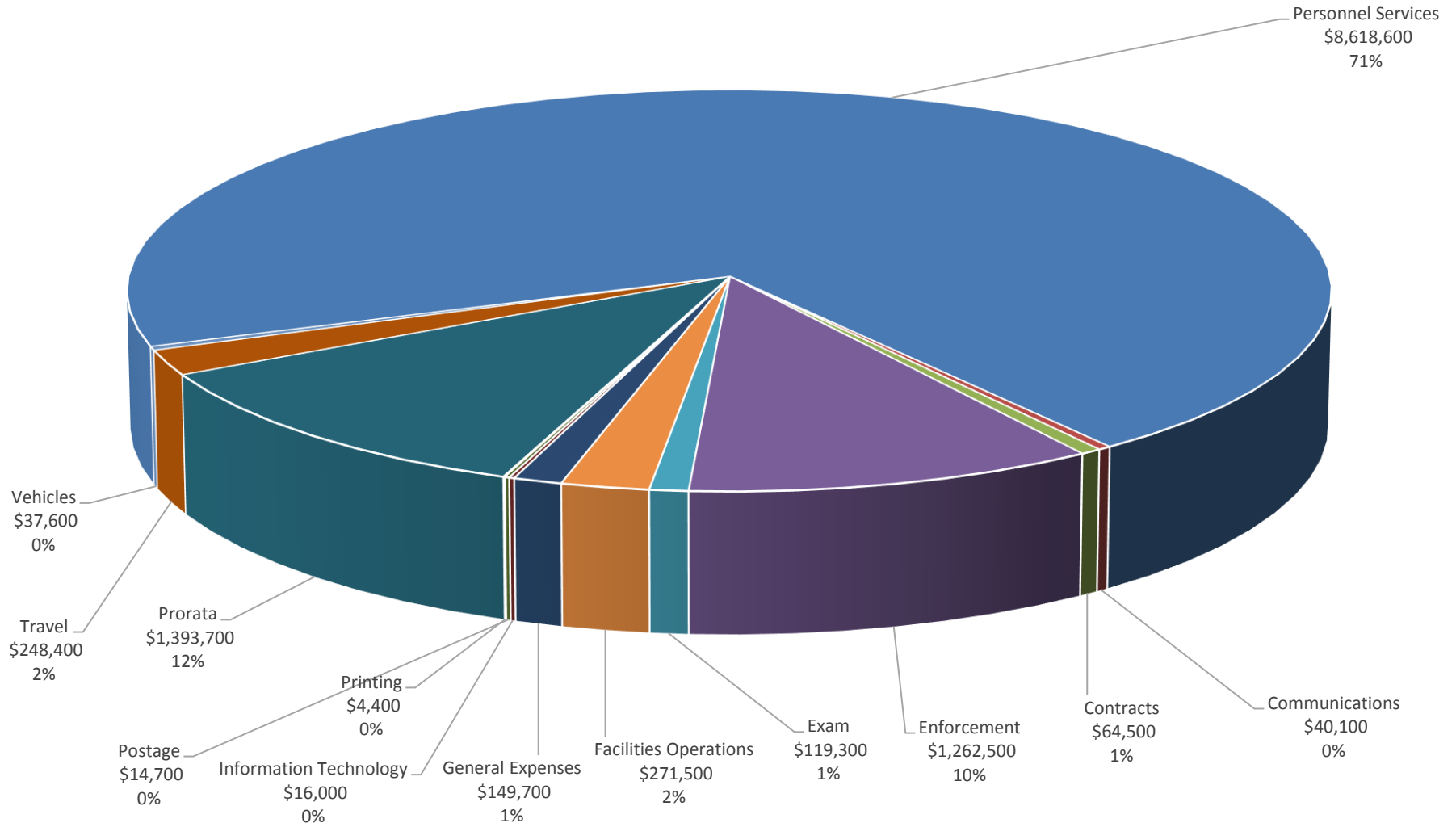
## Analysis of Fund Condition

Prepared 12/28/17

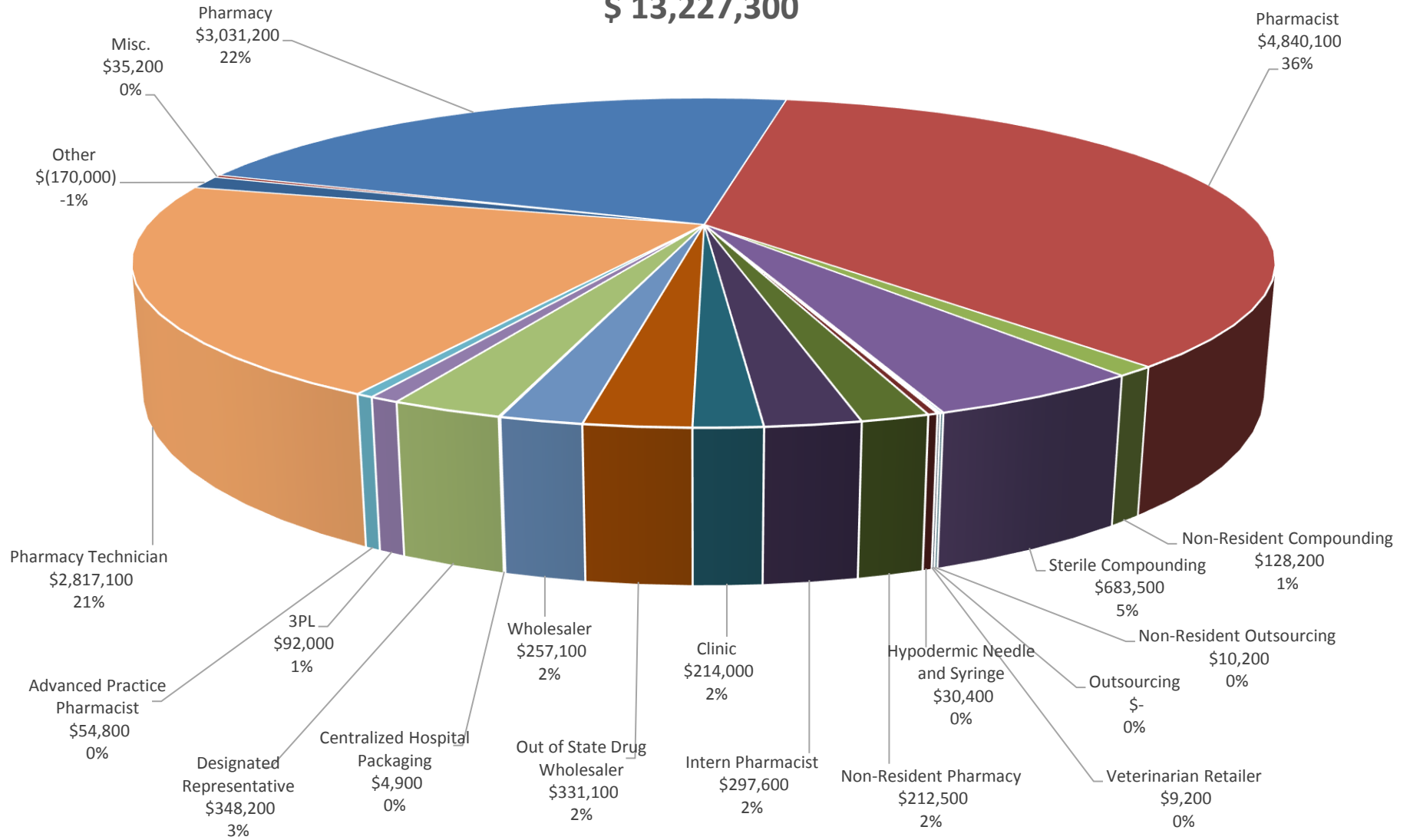
(Dollars in Thousands)

FY 2018-19 Governor's Budget	ACTUAL 2016-17	Budget Act CY 2017-18	BY 2018-19	BY +1 2019-20
<b>BEGINNING BALANCE</b>	\$ 10,518	\$ 8,084	\$ 7,608	\$ 4,928
Prior Year Adjustment	\$ 157	\$ -	\$ -	\$ -
Adjusted Beginning Balance	\$ 10,675	\$ 8,084	\$ 7,608	\$ 4,928
<b>REVENUES AND TRANSFERS</b>				
Revenues:				
4121200 Delinquent fees	\$ 189	\$ 201	\$ 201	\$ 201
4127400 Renewal fees	\$ 12,419	\$ 18,384	\$ 18,530	\$ 18,530
4129200 Other regulatory fees	\$ 2,448	\$ 1,643	\$ 1,643	\$ 1,643
4129400 Other regulatory licenses and permits	\$ 3,842	\$ 3,763	\$ 3,752	\$ 3,752
4135000 Misc. revenue from local agencies	\$ 3	\$ -	\$ -	\$ -
4140000 Sales of documents	\$ 1	\$ -	\$ -	\$ -
4163000 Income from surplus money investments	\$ 77	\$ 25	\$ 26	\$ 5
4170400 Sale of fixed assets	\$ 1	\$ -	\$ -	\$ -
4171400 Escheat - Unclaimed Checks, Warrants, Bonds, and Coupons	\$ 90	\$ -	\$ -	\$ -
4171500 Escheat - Unclaimed Property	\$ 25	\$ -	\$ -	\$ -
4172500 Miscellaneous revenues	\$ 7	\$ -	\$ -	\$ -
Totals, Revenues	\$ 19,102	\$ 24,016	\$ 24,152	\$ 24,131
Totals, Revenues and Transfers	\$ 19,102	\$ 24,016	\$ 24,152	\$ 24,131
Totals, Resources	\$ 29,777	\$ 32,100	\$ 31,760	\$ 29,059
<b>EXPENDITURES</b>				
Disbursements:				
1111 Department of Consumer Affairs Program Expenditures (State Operations)	\$ 20,502	\$ 23,119	\$ 25,280	\$ 25,786
8880 Financial Information System for California (State Operations)	\$ 26	\$ 26	\$ 2	\$ 2
9892 Supplemental Pension Payments (State Operations)	\$ -	\$ -	\$ 309	\$ 309
9900 Statewide General Administrative Expenditures (Pro Rata) (State Operations)	\$ 1,165	\$ 1,347	\$ 1,241	\$ 1,241
Total Disbursements	\$ 21,693	\$ 24,492	\$ 26,832	\$ 27,338
<b>FUND BALANCE</b>				
Reserve for economic uncertainties	\$ 8,084	\$ 7,608	\$ 4,928	\$ 1,721
<b>Months in Reserve</b>	4.0	3.4	2.2	0.7

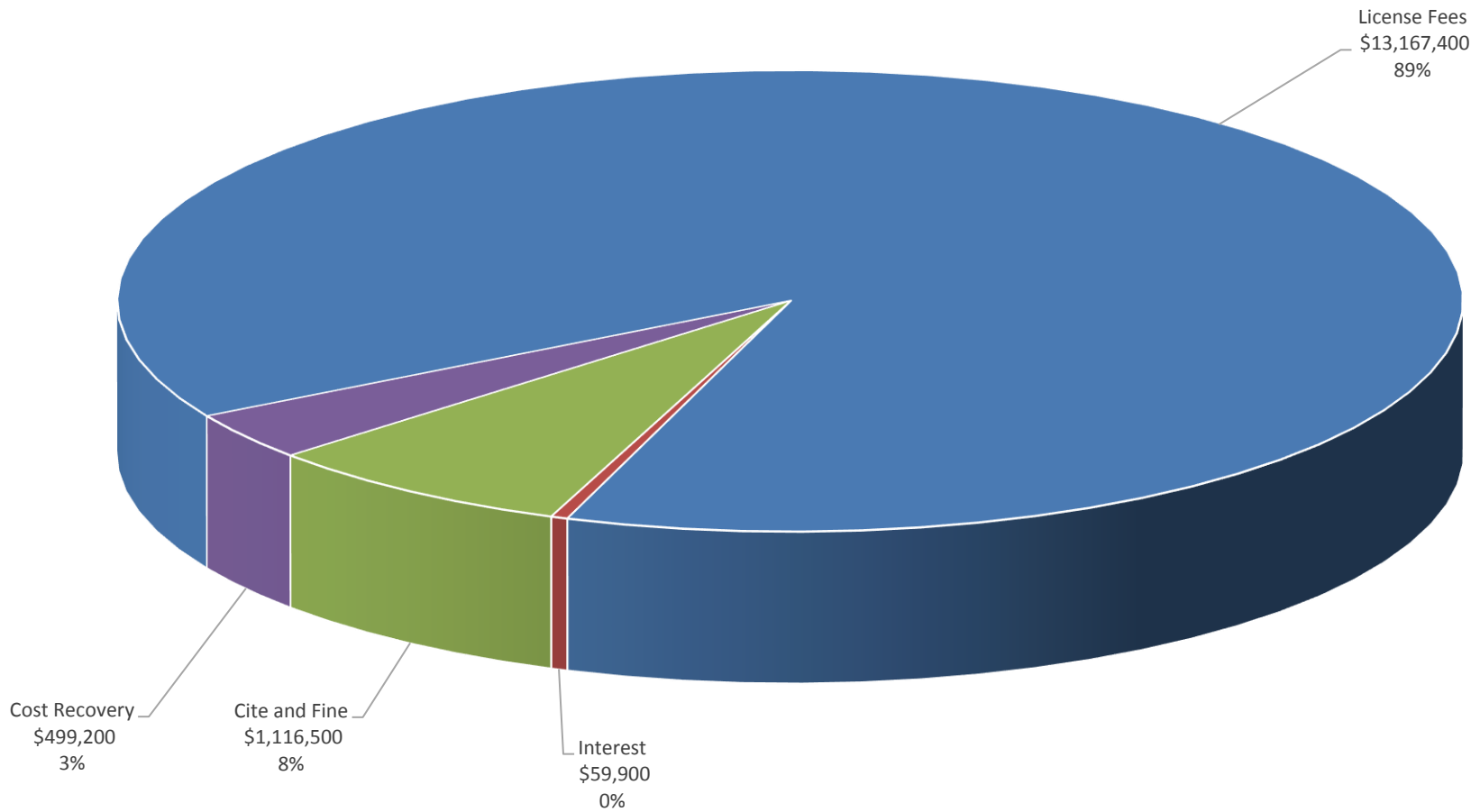
**Expenditures  
FY 2017-2018  
FM 7  
12,241,000**



**Revenue by Program**  
**FY 2017-2018**  
**FM 7**  
**\$ 13,227,300**

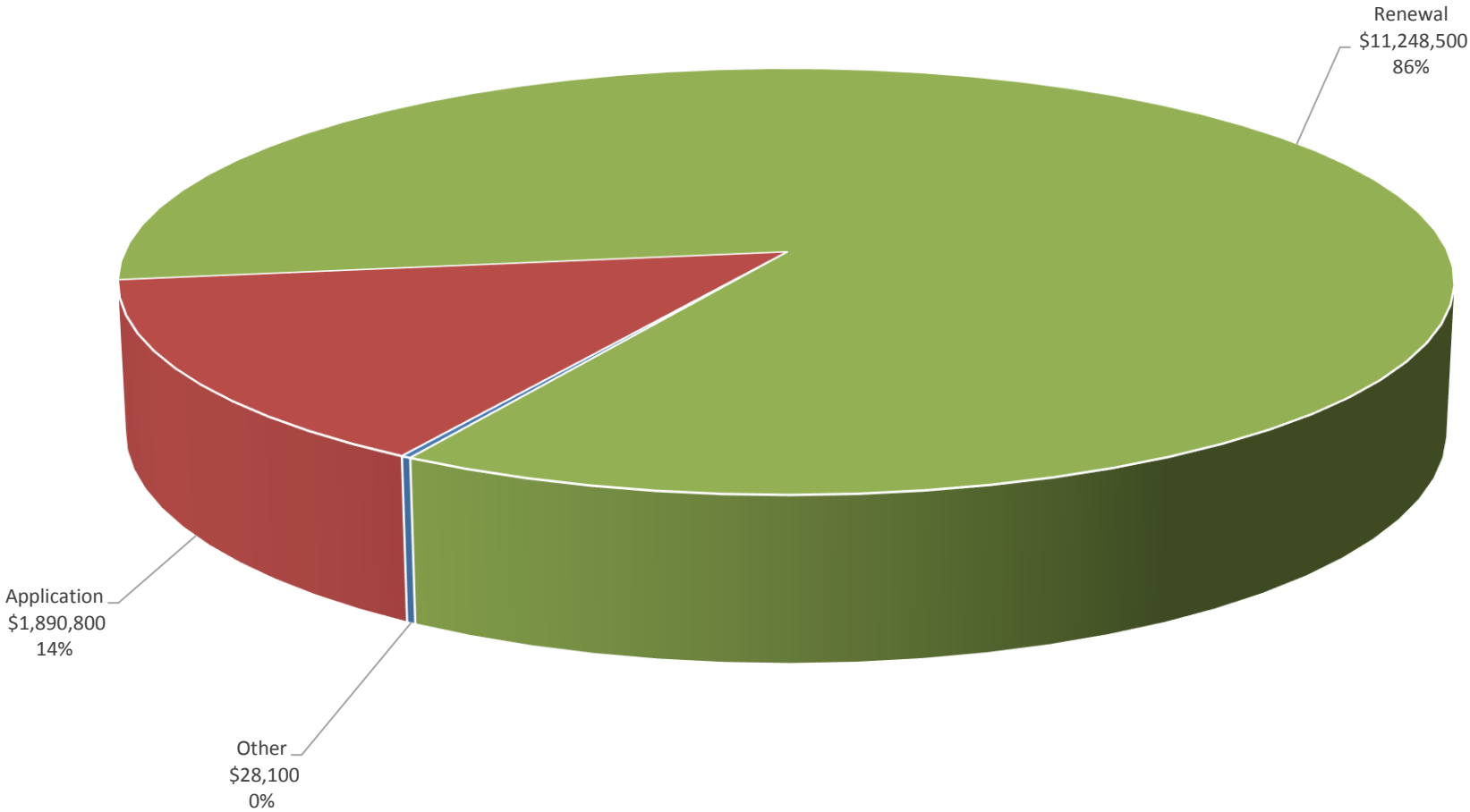


**Origin of Revenue**  
**FY 2017-2018**  
**FM 7**  
**\$ 14,843,000**





**Applications vs. Renewals**  
**FY 2017-2018**  
**FM 7**  
**\$13,167,400**



# **Attachment 2**

## Summary Meeting Attendance FY 2017/2018 (July-March)

**Background:** The board is required by law to meet at least once every four months and may meet more often as it determines necessary. The board's strategic plan directs four full board meetings annually.

The board's strategic plan establishes five standing committees through which the board establishes its goals and organizes its activities in pursuit of ensuring the public health, safety and welfare, and to assure the provision of quality pharmacist's care. These five committees develop policy related to a board mission-related goal. The five committees are: Licensing, Enforcement, Communication and Public Education, Legislation and Regulation, and Organizational Development. Each committee typically meets once before a quarterly board meeting. Committee assignment is at the discretion of the board president.

**Note:** Each board member is assigned to a different number of committees and committee assignments can change throughout the year. The chart below provides the number of meetings each member should have attended based on their individual committee assignments.

<b>Board Member</b>	<b>Total Number of Board and Committee Meetings</b>	<b>Total Number of Board and Committee Meetings ATTENDED</b>	<b>Percentage</b>
Brooks	16	6	38%
Butler	17	9	53%
Gutierrez	17	16	94%
Khan	15	6	40%
Law	13	13	100%
Lippe	16	13	81%
Munoz	16	8	50%
Sanchez	18	15	83%
Schaad	14	13	93%
Veale	17	14	82%
Weisser	17	9	53%
Wong	17	16	94%

**Full Board Meetings - FY 2017/2018 (July – March)**

	July 25, 2017	July 26, 2017	Sept. 19, 2017	Sept. 28, 2017	Nov. 8, 2017	Nov. 9, 2017	Dec. 12, 2017	Jan. 11, 2018	Feb. 6, 2018	Feb. 6, 2018	March 27, 2018
Brooks							x		x	x	x
Butler	x	x		x				x	x		x
Gutierrez	x	x	x	x	x	x		x	x	x	x
Khan	x	x	x		x	x					x
Law	x	x	x	x	x	x	x	x	x	x	x
Lippe	x	x	x		x	x	x		x	x	x
Munoz			x	x					x	x	
Sanchez	x	x		x	x	x	x	x			x
Schaad	x	x	x	x	x	x	x	x	x	x	
Veale		x	x	x	x	x	x	x	x	x	
Weisser	x	x		x				x	x	x	
Wong	x	x	x		x	x	x	x	x	x	x

**Enforcement Committee Meetings – FY 2017/2018 (July – March)**

	July 12, 2017	September 15, 2017	December 11, 2017
Gutierrez	x	x	x
Lippe	x	x	
Munoz	x	x	x
Sanchez	x	N/A	N/A
Schaad	x	x	x
Weisser	N/A		

**Licensing Committee Meetings – FY 2017/2018 (July – March)**

	<b>July 19, 2017</b>	<b>August 22, 2017</b>	<b>October 27, 2017</b>	<b>January 16, 2018</b>
Brooks	N/A	x		
Butler	x	x		
Gutierrez	N/A	N/A	x	N/A
Sanchez	x	x	x	x
Veale		x	x	x
Weisser	x	x		x
Wong	x	x	x	x

**Communication and Public Education Committee Meetings - FY 2017/2018 (July – March)**

	<b>September 20, 2017</b>	<b>January 31, 2018</b>
Brooks	x	
Khan		
Law	x	x
Sanchez	x	x
Veale	x	x

**Legislation and Regulation Committee Meetings - FY 2017/2018 (July – March)**

	<b>November 8, 2017</b>	<b>February 6, 2018</b>
Butler		x
Gutierrez	x	x
Khan		
Lippe	x	x
Munoz		x
Wong	x	x

**Board Member Reimbursement  
And Travel Expense Expenses  
FY 2017/2018 FM 9**

<b>Board Members</b>	<b>Attendance Hours*</b> <small>Reflects reimbursements received during the current fiscal year.</small>	<b>Travel Expenses</b> <small>Reflects reimbursements received during the current fiscal year.</small>
Brooks, Ryan	16	\$505.52
Butler, Lavanza	32	\$1,406.66
Gutierrez, Amy	0	\$829.71
Law, Victor	64	\$1,608.62
Khan, Amjad	0	\$0.00
Lippe, Gregory	64	\$1,860.57
Munoz, Valerie	40	\$303.74
Sanchez, Ricardo	80	\$704.48
Schaad, Allen	80	\$873.17
Veale, Deborah	64	\$751.77
Weisser, Stanley	32	\$1,549.09
Wong, Albert	64	\$2,353.34

**\*Board Member Attendance Hours reflects the number of hours for which board members have been reimbursed. Board members may choose not to seek reimbursement for work performed for the board.**