



Organizational Development Committee

Gregory Lippe, Public Member, President
 Debbie Veale, Licensee Member, Vice-President

a. CE Policy for Attendance at Committee and Board Meetings

Title 16, California Code of Regulations section 1732.2(d) and (e) provides the authority of a pharmacist or pharmacy technician to earn continuing education credit for attending a board or committee meeting, as specified. As provided in this section, individuals seeking such credit must sign in and out on an attendance sheet at the meeting, and provide their first and last name, license number, time of arrival and departure from the meeting.

With the transition to the WebEx platform, credit for such attendance cannot be given at this time given the requirements of the regulation.

b. Budget Update and Report

Fiscal Year 2020/2021

The new budget year began July 1, 2020. The Board’s spending authorization for the year is \$29,314,000, which is an 2% increase from the prior year.

Prior Fiscal Year Reporting

Final budget reports for fiscal years 2018/19 and 2019/20 will be provided when available. Such reporting was initially delayed because of the state’s transition to the FI\$CAL system. Development of a new reporting tool was recently completed, and Board staff will be trained on the new tool later this month. Final budget figures will be provided following the training.

Based on current preliminary reports for first 11 months of FY 2019/20, the Board received \$27,411,500 in revenue originating from the following:

Revenue Sources Table: FY 2019/2020

Source	Amount	Percentage
Licensing	\$24,496,500	89%
Cost Recovery	\$1,843,900*	7%
Citation Fines	\$886,300	3%
Interest	\$184,800	1%

*Total includes a large one-time payment.

Further, the Board estimates it expended \$24,587,500 during the first 11 months of the fiscal year. The largest expenditure categories are detailed below.

Expenditures Table: FY 2019/2020

Source	Amount	Percentage
Personnel	\$15,573,900	63%
Pro Rata	\$3,216,300	13%
Enforcement	\$4,086,400	17%
Facilities Operations	\$626,300	3%

Fund Condition

Below is a summary of the Analysis of Fund Condition prepared by the department with the available budget reports. The fund condition assumed an effective date of new fees as April 1, 2020 and reflects a \$2.4M loan to the general fund.

Fund Condition Table: FY 2020/2021

Fiscal Year	Fund Balance	Months in Reserve
2018/2019	\$10,597,000	4.1
2019/2020	\$8,558,000	3.2
2020/2021	\$7,443,000	2.7
2021/2022	\$7,821,000	2.8
2022/23	\$7,285,000	2.5

Attachment 1 includes the Analysis of Fund Condition prepared by the department and detailed budget charts.

c. DCA Annual Pro Rata Report

Consistent with the provisions of BPC section 201, provided in **Attachment 2**, is a copy of DCA’s annual report detailing the accounting of its pro rata calculation of administrative expensive.

As included in the report, DCA provides a number of central services to DCA programs including items such as legal counsel, human resources, etc. The report provides information on the methodology used to determine the distributed costs for each of the services. While some of the services are distributed based strictly on an authorized position count, other are distributed based on a fee for service model. The Board’s allocated distributed costs for FY 2020/21 will be \$4,003,000.

d. Board Member Attendance Information

Attachment 3 includes a summary of Board member attendance at committee and board meetings for FY 2019/20 and FY 2020/21.

e. Personnel Update

The Board currently has 14 vacant positions detailed below.

- One Assistant Executive Officer
- Five Inspector positions
- Four Licensing positions
- Three Enforcement positions
- One Administrative position

f. Board and Committee Calendar for the Remainder 2020

Attachment 4 includes the schedule of meeting dates for the remainder of the calendar year. Given the fluidity of the current public health crisis, changes to the meeting dates may be necessary. Should that occur, information will be posted on the board's website and subscriber alerts released.

g. Proposed Meeting Calendar for 2021

Attached 5 includes the proposed meeting calendar for 2021.

Attachment 1

0767 - Pharmacy Board Contingent Fund

Analysis of Fund Condition

Prepared 7.14.2020

(Dollars in Thousands)

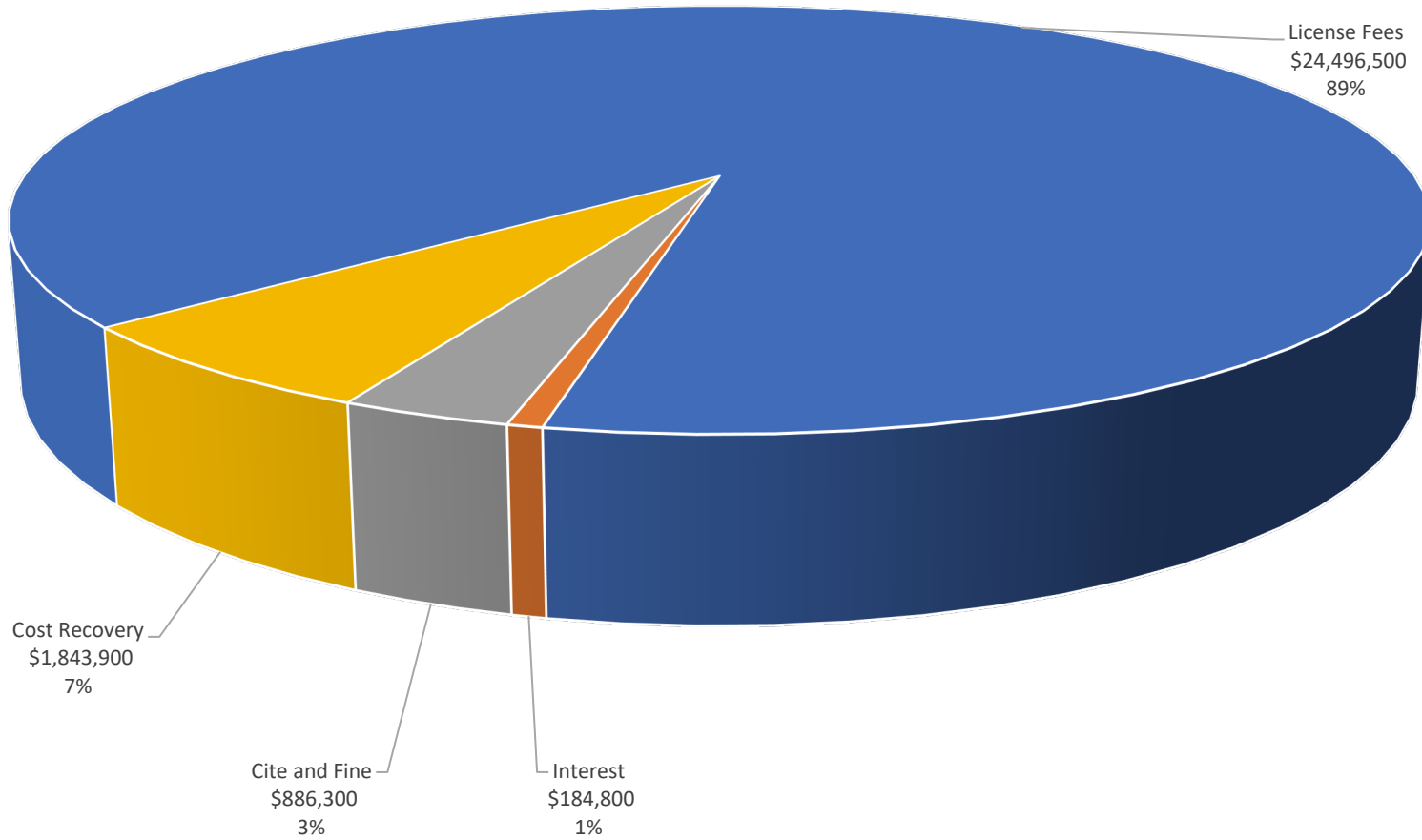
2020-21 May Revise

	PY 2018-19	CY 2019-20	May Revise BY 2020-21	BY +1 2021-22	BY +2 2022-23
BEGINNING BALANCE	\$ 10,511	\$ 10,597	\$ 8,558	\$ 7,443	\$ 7,821
Prior Year Adjustment	\$ (738)	\$ -	\$ -	\$ -	\$ -
Adjusted Beginning Balance	\$ 9,773	\$ 10,597	\$ 8,558	\$ 7,443	\$ 7,821
REVENUES AND TRANSFERS					
Revenues:					
4121200 Delinquent Fees	\$ 189	\$ 215	\$ 240	\$ 240	\$ 240
4127400 Renewal Fees	\$ 19,692	\$ 23,129	\$ 26,857	\$ 26,857	\$ 26,857
4129200 Other Regulatory Fees	\$ 1,544	\$ 933	\$ 935	\$ 935	\$ 935
4129400 Other Regulatory Licenses and Permits	\$ 3,987	\$ 4,406	\$ 4,760	\$ 4,760	\$ 4,760
4135000 Local Agencies - Miscellaneous Revenue	\$ 1	\$ 1	\$ 1	\$ 1	\$ 1
4163000 Investment Income - Surplus Money Investments	\$ 274	\$ 73	\$ 144	\$ 116	\$ 108
4171400 Escheat - Unclaimed Checks, Warrants, Bonds, and Coupons	\$ 211	\$ -	\$ -	\$ -	\$ -
4172500 Miscellaneous Revenue	\$ 6	\$ -	\$ -	\$ -	\$ -
Totals, Revenues	\$ 25,904	\$ 28,757	\$ 32,937	\$ 32,909	\$ 32,901
Transfers to Other Funds:					
TO0001 Loan from the Pharmacy Board Contingent Fund (0767) to the General Fund (0001) per Item 1111-011-0767, Budget Act of 2020	\$ -	\$ -	\$ -2,400	\$ -	\$ -
Totals, Revenues and Transfers	\$ 25,904	\$ 28,757	\$ 30,537	\$ 32,909	\$ 32,901
Totals, Resources	\$ 35,677	\$ 39,354	\$ 39,095	\$ 40,352	\$ 40,722
EXPENDITURES					
Disbursements:					
1111 Department of Consumer Affairs Program Expenditures (State Operations)	\$ 23,528	\$ 28,612	\$ 29,314	\$ 30,193	\$ 31,099
8880 Financial Information System for California (State Operations)	\$ 2	\$ -2	\$ -	\$ -	\$ -
9892 Supplemental Pension Payments (State Operations)	\$ 309	\$ 659	\$ 659	\$ 659	\$ 659
9900 Statewide General Administrative Expenditures (Pro Rata) (State Operations)	\$ 1,241	\$ 1,527	\$ 1,679	\$ 1,679	\$ 1,679
Total Disbursements	\$ 25,080	\$ 30,796	\$ 31,652	\$ 32,531	\$ 33,437
FUND BALANCE					
Reserve for economic uncertainties	\$ 10,597	\$ 8,558	\$ 7,443	\$ 7,821	\$ 7,285
Months in Reserve	4.1	3.2	2.7	2.8	2.5

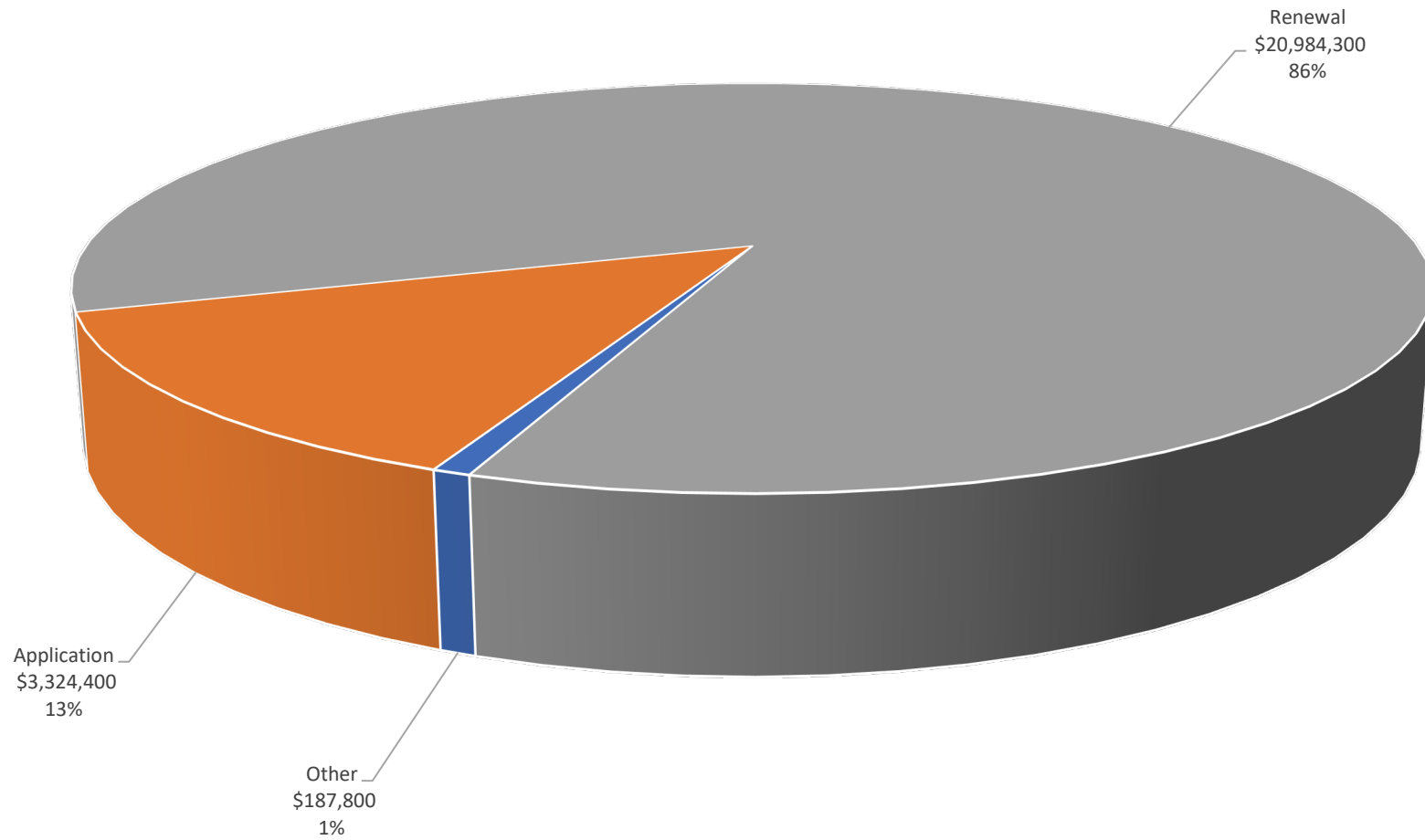
NOTES:

- ASSUMES WORKLOAD AND REVENUE PROJECTIONS ARE REALIZED FOR BY+1 AND ON-GOING.
- ASSUMES APPROPRIATION GROWTH OF 3% PER YEAR IN BY+1 AND ON-GOING..
- ASSUMES INTEREST RATE OF 1.5%

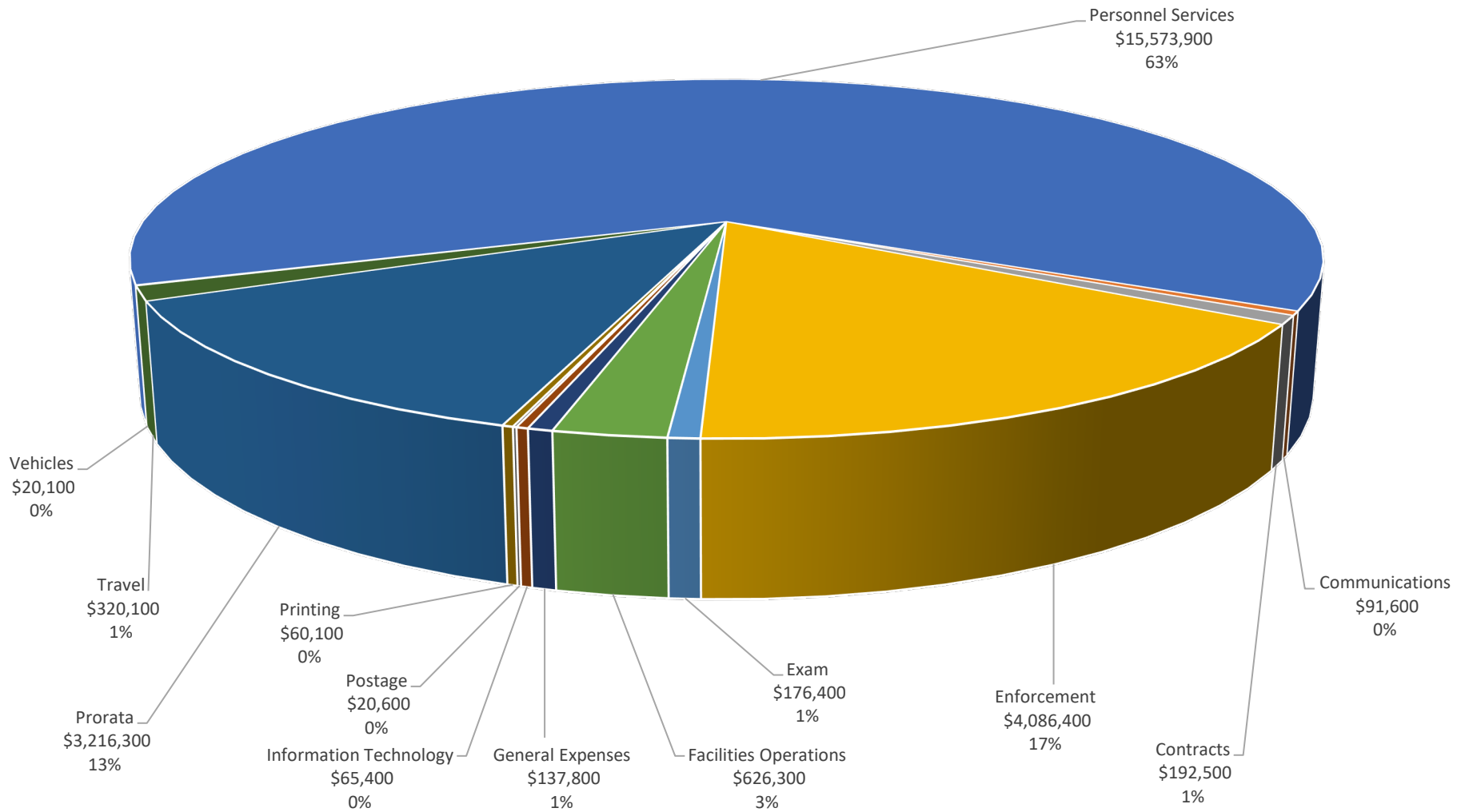
**Origin of Revenue
FY 2019-2020
FM 11
\$27,411,500**



Applications vs. Renewal
FY 2019-2020
FM 11
\$24,496,500



**Expenditures
FY 19-20
FM 11
\$24,587,500**



Attachment 2



June 29, 2020

The Honorable Steve M. Glazer, Chair
Senate Business, Professions, and Economic Development Committee
State Capitol, Room 2053
Sacramento, CA 95814

The Honorable Evan Low, Chair
Assembly Business and Professions Committee
1020 N St., Room 379
Sacramento, CA 95814

Re: Annual Department of Consumer Affairs Distributed Costs Report

Dear Senator Glazer and Assembly Member Low:

Business and Professions Code section 201 requires the Department of Consumer Affairs (Department) to submit a report to the Legislature by July 1 of each year of the accounting of its pro rata calculation of administrative expenses.

The Department's report includes the following attachments:

- An overview of the methodology used for allocating distributed costs.
- A summary of costs by each service area of the Department for each board and bureau.

The Department charges pro rata to recover its costs for centralized administrative services provided to the boards and bureaus. All the work the Department performs is to support the boards and bureaus. The majority of distributed costs are based on workload and approximately one-third is distributed based on the authorized positions of the board or bureau. All savings achieved by the Department are returned to respective board and bureau funds at year-end.

In the attached spreadsheet of costs, there are four boards and bureaus that have higher than average costs at 30 percent or more of their annual budget. The following provides a brief explanation of the anomalies driving the costs.

- Board of Barbering and Cosmetology: This board has a large licensee population (over 600,000 licensees) and therefore their share of the costs for the BreEZe licensing and enforcement database is higher. The Department also receives a significant amount of calls in its Consumer Information Center (CIC) unit directly related to this board.

- Medical Board of California: The Department has an entire unit (Health Quality Investigation Unit) of sworn investigators and support staff dedicated to providing this board with enforcement services that accounts for nearly 80 percent of the costs this board pays the Department.
- Board of Vocational Nursing and Psychiatric Technicians: This board has a higher than average number of cases referred to the Department's Division of Investigation and the costs of conducting those investigations accounts for more than half of the costs this board pays the Department.
- Bureau of Security & Investigative Services: Similar to the Board of Barbering and Cosmetology, this bureau has a large licensee population (over 400,000) that contributes to larger shares of BreEZe and Consumer Information Center costs.

Should you have any questions regarding this report, please contact Jennifer Simoes, Deputy Director for Legislative Affairs, at (916) 574-7800 or Jennifer.Simoes@dca.ca.gov.

Sincerely,



Kimberly Kirchmeyer
Director

cc: Stuart Thompson, Chief Deputy Legislative Secretary, Office of the Governor
Lourdes Castro Ramírez, Secretary, Business, Consumer Services and Housing Agency
Clint Kellum, Assistant Program Budget Manager, Department of Finance
Helen Kerstein, Principal Fiscal and Policy Analyst, Legislative Analyst's Office
Members of the Senate Business, Professions, and Economic Development Committee
Members of the Senate Budget Subcommittee No. 4
Members of the Assembly Business and Professions Committee
Members of the Assembly Budget Subcommittee No. 4
Department of Consumer Affairs Executive Officers and Bureau Chiefs

Attachments:

Distributed Cost Methodology for Fiscal Year 2020-21
2020-21 Department of Consumer Affairs Distributed Costs Spreadsheet

**DEPARTMENT OF CONSUMER AFFAIRS
DISTRIBUTED COST METHODOLOGY FOR FISCAL YEAR 2020-21**

CONSUMER AND CLIENT SERVICES DIVISION (CCSD)

1. ADMINISTRATIVE & INFORMATION SERVICES DIVISION (AISD):

- *AISD LESS OFFICE OF INFORMATION SERVICES* (which consists of the Executive Office, Equal Employment Opportunity Office, Internal Audits, Legal Affairs, Legislative Affairs, SOLID Training & Planning Solutions, Information Security, and the Office of Administrative Services [which consists of Fiscal Operations, Business Services Office, Office of Human Resources]): Distributed costs to all boards/bureaus/programs based on authorized position count. Costs derived from AISD positions gained through cannabis related proposals to support the Bureau of Cannabis Control are tracked separately and allocated directly to the bureau.
- *OFFICE OF PROFESSIONAL EXAMINATION SERVICES (OPES)*: Most Services are direct costs based on individual intra-agency agreements with boards/bureaus/programs. Small portion of budget distributed to boards/bureaus/programs required to report pursuant to B&P 139 based on authorized position count.
- *OFFICE OF INFORMATION SERVICES (OIS)*: Distributed costs based on service center usage. Cost centers include ATS/CAS, BreZE, telecom, PC support, LAN/WAN, and web services among others. Costs derived from OIS positions gained through cannabis related proposals to support the Bureau of Cannabis Control are tracked separately and allocated directly to the bureau.

2. COMMUNICATIONS DIVISION:

- *PUBLIC AFFAIRS*: Distributed costs based on authorized position count.
- *PUBLICATIONS, DESIGN AND EDITING*: Distributed costs based on authorized position count.
- *DIGITAL PRINT SERVICES*: Staffing costs based on authorized position count. Costs of printing and materials are direct costs based on individual service request.

3. DIVISION OF PROGRAM AND POLICY REVIEW:

- *CONSUMER INFORMATION CENTER (CIC)*: Distributed costs based on client's past year workload to determine the client's distributed costs in budget year. Non-jurisdictional call costs distributed to all boards/bureaus/programs based on authorized position count.
- *CORRESPONDENCE UNIT*: Distributed costs based on client's past year workload to determine the client's distributed costs in budget year. Non-jurisdictional correspondence costs distributed to all boards/bureaus/programs based on authorized position count.
- *POLICY REVIEW (PRP)*: Distributed costs based on authorized position count.

DIVISION OF INVESTIGATION (DOI)

- *SPECIAL OPERATIONS UNIT*: Distributed costs based on authorized position count.
- *HEALTH QUALITY INVESTIGATION UNIT (HQIU)*: Costs distributed fully to the Medical Board of California. Costs incurred by Allied Health Programs are based on an hourly rate and invoiced directly with reimbursement going to the Medical Board.
- *INVESTIGATION & ENFORCEMENT UNIT*: Fee for service: Based on two-year roll-forward methodology. This methodology uses a client's actual workload/costs in past year to determine the client's budget in budget year, which will cover the budget year estimated workload, plus any credit or debit for services already provided.

**DEPARTMENT OF CONSUMER AFFAIRS
DISTRIBUTED COST CALCULATIONS FOR FISCAL YEAR 2020-21**

AUTHORIZED POSITION COUNT

Used to distribute the budget for the Department's administrative units where costs benefit more than one Board or Bureau and a specific workload metric is not available. (examples: Fiscal Operations, Human Resources, etc.)

$$\text{Distributed Cost Rate (\%)} = \frac{\text{Program Authorized Positions}}{\text{Total of All Programs Authorized Positions}}$$

Example:

$$\text{Program A Cost Rate} = 10\% = \frac{100.0 \text{ Authorized Positions (Program A)}}{1,000.0 \text{ Authorized Positions (All Programs)}}$$

PAST YEAR WORKLOAD

Used to distribute the budget for the Department's units where costs benefit more than one Board or Bureau and workload is primarily based on a specific workload metric. (examples: Consumer Information Center, Investigation and Enforcement Unit, etc.)

$$\text{Distributed Cost Rate (\%)} = \frac{\text{Program Specific Call Volume}}{\text{Total of All Programs Call Volume}}$$

Example:

$$\text{Program A Cost Rate} = 20\% = \frac{20,000 \text{ Calls (Program A)}}{100,000 \text{ Calls (All Programs)}}$$

SERVICE CENTER USAGE

Used to distribute the budget for the Department's units where costs benefit more than one Board or Bureau, and costs are based on specific device or record count. (example: Office of Information Services)

$$\text{Distributed Cost Rate (\%)} = \frac{\text{Program Specific Widget}}{\text{Total of All Programs Widgets}}$$

Example:

$$\text{Program A Cost Rate} = 15\% = \frac{150 \text{ Workstations (Program A)}}{1,000 \text{ Total Workstations (All Programs)}}$$

DIRECT COST

Used to distribute the budget for the Department's units where costs benefit only one Board or Bureau. (example: Health Quality Investigation Unit)

2020-21 Department of Consumer Affairs Distributed Costs
Budget Act of 2020

Attachment B

Board / Bureau Name	2020-21 Authorized Positions	Consumer and Client Services Division										Division of Investigation			TOTAL	% of Budget
		Administrative & Information Services Division				Communications Division		Division of Program & Policy Review				Special Operations Unit	Health Quality Investigation Unit	Investigation & Enforcement Unit		
		AISD Less OIS	OIS (less BreEZe)	OIS (BreEZe)	OIS (Biz Mod)	Public Affairs	Publications Design & Editing	Consumer Information Center	Correspondence	Policy Review						
Accountancy	103.8	1,727,000	318,000	-	-	53,000	48,000	70,000	23,000	13,000	-	54,000	-	362,000	2,668,000	16%
Board of Architectural Examiners	24.9	410,000	277,000	-	-	12,000	11,000	16,000	6,000	3,000	-	12,000	-	92,000	839,000	20%
Landscape Arch Committee	5.5	92,000	69,000	-	-	3,000	2,000	4,000	1,000	1,000	-	3,000	-	-	175,000	16%
Athletic Commission	10.2	171,000	100,000	-	-	5,000	4,000	7,000	2,000	1,000	-	5,000	-	35,000	330,000	18%
Boxer's Pension	0.5	8,000	9,000	-	-	-	-	-	-	-	-	-	-	-	17,000	15%
Board of Behavioral Sciences	65.5	1,082,000	670,000	506,000	-	34,000	30,000	100,000	21,000	8,000	-	28,000	-	-	2,479,000	20%
Chiropractic Examiners	19.4	318,000	224,000	-	126,000	10,000	8,000	12,000	9,000	2,000	-	10,000	-	354,000	1,073,000	20%
Barbering & Cosmetology ¹	96.2	1,591,000	1,196,000	2,704,000	-	51,000	44,000	597,000	72,000	12,000	-	42,000	-	-	6,309,000	30%
Contractors State License Bd	432.6	6,194,000	1,006,000	-	-	196,000	172,000	291,000	116,000	48,000	-	193,000	-	52,000	8,268,000	11%
Dental Board of CA	88.8	1,467,000	917,000	433,000	-	45,000	39,000	72,000	26,000	11,000	-	46,000	-	-	3,056,000	16%
Dental Hygiene Committee	13.0	216,000	140,000	98,000	-	6,000	6,000	12,000	5,000	2,000	-	6,000	-	-	491,000	20%
Medical Board of California ²	188.5	3,047,000	843,000	869,000	-	99,000	86,000	128,000	52,000	25,000	-	99,000	24,415,000	-	29,663,000	39%
Acupuncture Board	14.0	228,000	151,000	-	126,000	7,000	6,000	10,000	3,000	2,000	-	7,000	-	491,000	1,031,000	21%
Physical Therapy Board	27.4	456,000	275,000	177,000	-	14,000	12,000	23,000	8,000	3,000	-	13,000	-	737,000	1,718,000	28%
Physician Assistant Board	11.0	183,000	97,000	70,000	-	5,000	5,000	7,000	3,000	1,000	-	5,000	-	-	376,000	13%
Board of Podiatric Medicine	5.2	86,000	54,000	14,000	-	3,000	2,000	4,000	2,000	1,000	-	3,000	-	-	169,000	11%
Board of Psychology	26.3	438,000	268,000	107,000	-	13,000	11,000	22,000	5,000	3,000	-	13,000	-	636,000	1,516,000	24%
Respiratory Care Board	17.4	287,000	171,000	104,000	-	9,000	7,000	13,000	4,000	2,000	-	9,000	-	-	606,000	16%
Speech-Language P.A./ Hearing Aid	11.6	189,000	159,000	-	-	6,000	5,000	8,000	8,000	1,000	-	6,000	-	35,000	417,000	18%
Occupational Therapy	17.7	292,000	178,000	93,000	-	9,000	8,000	15,000	5,000	2,000	-	9,000	-	287,000	898,000	28%
Board of Optometry	10.4	171,000	107,000	74,000	-	5,000	4,000	12,000	4,000	1,000	-	5,000	-	122,000	505,000	21%
Registered Dispensing Opticians	2.0	32,000	22,000	6,000	-	1,000	1,000	1,000	-	-	-	1,000	-	81,000	145,000	29%
Osteopathic Medical Board	13.4	222,000	126,000	54,000	-	7,000	6,000	10,000	4,000	2,000	-	3,000	-	-	434,000	14%
Naturopathic Medicine	2.0	33,000	21,000	4,000	-	1,000	1,000	1,000	1,000	-	-	-	-	-	62,000	18%
Board of Pharmacy	127.6	2,232,000	1,319,000	-	-	71,000	61,000	89,000	34,000	18,000	-	70,000	-	-	3,894,000	13%
Board of Pharmacy - Sharps	7.0	102,000	-	-	-	3,000	2,000	-	-	-	-	2,000	-	-	109,000	8%
Board for Prof. Engineers, Land Surveyors & Geologists	47.2	761,000	585,000	-	127,000	23,000	22,000	31,000	16,000	6,000	-	24,000	-	110,000	1,705,000	13%
Board of Registered Nursing	238.8	3,995,000	2,266,000	2,892,000	-	124,000	112,000	335,000	126,000	31,000	-	127,000	-	6,723,000	16,731,000	28%
Court Reporters Board	4.5	76,000	65,000	-	-	2,000	2,000	3,000	1,000	1,000	-	2,000	-	-	152,000	13%
Structural Pest- Support	29.9	493,000	343,000	-	-	15,000	13,000	20,000	15,000	4,000	-	15,000	-	-	918,000	15%
Veterinary Medical Board	30.3	502,000	305,000	148,000	-	15,000	13,000	28,000	11,000	4,000	-	15,000	-	330,000	1,371,000	21%
Vocational Nursing & Psychiatric Technicians ³	73.4	1,208,000	694,000	584,000	-	38,000	34,000	100,000	32,000	9,000	-	38,000	-	2,954,000	5,691,000	32%
Arbitration Certification Program	8.0	132,000	75,000	-	-	4,000	3,000	5,000	2,000	1,000	-	4,000	-	-	226,000	16%
Private Security Services ⁴	72.4	1,207,000	1,176,000	2,544,000	-	38,000	33,000	799,000	66,000	9,000	-	37,000	-	107,000	6,016,000	36%
Private Postsecondary	108.0	1,750,000	1,151,000	-	127,000	55,000	49,000	72,000	96,000	13,000	-	56,000	-	8,000	3,377,000	17%
Electronic/ Appliance Repair	20.0	328,000	225,000	-	-	10,000	9,000	14,000	12,000	2,000	-	10,000	-	-	610,000	20%
Household Furnishings	30.9	501,000	338,000	-	-	15,000	13,000	22,000	13,000	4,000	-	15,000	-	-	921,000	17%
Home Movers	11.0	184,000	109,000	-	-	5,000	5,000	7,000	2,000	1,000	-	5,000	-	-	318,000	11%
Automotive Repair (VIRF)	543.8	8,996,000	5,238,000	-	-	301,000	265,000	776,000	144,000	82,000	-	297,000	-	-	16,099,000	13%
Automotive Repair (HPRRA)	57.6	936,000	546,000	-	-	29,000	26,000	38,000	11,000	7,000	-	30,000	-	-	1,623,000	18%
Automotive Repair (EFM)	9.0	147,000	84,000	-	-	4,000	4,000	6,000	2,000	1,000	-	4,000	-	-	252,000	26%
Cemetery & Funeral	25.0	414,000	264,000	-	-	12,000	11,000	19,000	7,000	3,000	-	12,000	-	-	742,000	15%
Bureau of Real Estate Appraisers	30.8	503,000	66,000	-	-	15,000	13,000	21,000	8,000	4,000	-	15,000	-	-	645,000	11%
Professional Fiduciaries Bureau	3.0	50,000	34,000	-	-	1,000	1,000	10,000	16,000	-	-	1,000	-	-	113,000	19%
Bureau of Cannabis Control	267.0	1,572,000	1,037,000	-	-	-	-	-	-	-	-	-	-	-	2,609,000	4%
TOTAL, 1111	2,952.5	45,029,000	23,318,000	11,481,000	506,000	1,374,000	1,209,000	3,830,000	994,000	344,000	-	1,351,000	24,415,000	13,516,000	127,367,000	19%

¹ The Board of Barbering and Cosmetology has a large licensee population and therefore their share of the costs for the BreEZe licensing and enforcement database appear higher. The Department also receives a significant amount of calls in its Consumer Information Center (CIC) unit directly related to this board

² The Medical Board of California funds the Department's Health Quality Investigation Unit, a unit of sworn investigators and support staff dedicated to providing the board with enforcement services that accounts for nearly 80% of the cost the board pays the Department

³ The Board of Vocational Nursing and Psychiatric Technicians has a higher than average number of cases referred to the Department's Division of Investigation and the costs of conducting those investigations accounts for over half of the costs this board pays the Department

⁴ The Bureau of Security and Investigative Services has a large licensee population that contributes to larger shares of BreEZe and CIC costs, similar to the Board of Barbering and Cosmetology

Attachment 3

Full Board Meetings – FY 2019/2020

Board Member	7/24/19	7/25/19	9/13/19	11/5/19	11/6/19	12/13/19	1/29/20	1/29/20
Brooks			X	X	X	X	X	X
Butler	X	X					X	X
Kim	X		X	X	X		X	X
Lippe	X	X	X	X	X	X	X	X
Muñoz								
Sanchez	X	X		X	X	X	X	X
Schaad	X	X	X	X	X	X	X	X
Serpa	X	X	X	X	X	X	X	X
Veale	X	X	X	X	X	X	X	X
Wong	X	X		X	X	X	X	X

Board Member	3/27/20	5/7/20	6/18/20
Brooks	X	X	X
Butler	X	X	X
Kim	X	X	
Lippe	X	X	X
Oh	X	X	X
Patel	X	X	X
Sanchez	X	X	X
Serpa	X	X	X
Veale	X	X	X
Wong	X	X	X

N/A denotes not appointed to the committee at the time

Committee Meetings 2019/2020

Enforcement Committee Meetings – FY 2019/2020

Board Member	7/10/19	11/5/19	1/29/20
Lippe	X	X	X
Sanchez	X	X	X
Schaad	X	X	X
Serpa	N/A	X	X
Wong	X	X	X

Compounding Committee Meetings – FY 2019/2020

Board Member	7/11/19	9/5/19	9/24/19	11/5/19
Lippe	N/A	X	X	x
Schaad	X	X	X	x
Serpa	X	X	X	x

Legislation and Regulation Committee Meetings – FY 2019/2020

Board Member	7/24/19	11/5/19	1/29/20
Brooks		X	X
Butler	X		X
Kim	X	X	X ¹
Lippe	X	X	X
Serpa	X	X	X

X¹ – denotes previously reported absent in error.

N/A denotes not appointed to the committee at the time

Licensing Committee Meetings – FY 2019/2020

Board Member	9/25/19	11/5/19	12/12/19	1/9/20
Butler				
Schaad	X	x	x	x
Veale	X	x	x	x
Wong	X	x	x	x

Communication and Public Education Committee Meetings – 2019/2020

Board Member	7/24	1/29/20
Brooks		X
Kim	X	
Muñoz		
Sanchez	X	X
Veale	X	X

N/A denotes not appointed to the committee at the time

Committee Meetings – FY 2020/2021

Enforcement Committee Meetings – FY 2020/2021

Board Member	7/9/20
Lippe	X
Sanchez	X
Serpa	X
Veale	X
Wong	X

Legislation and Regulation Committee Meetings – FY 2020/2021

Board Member	7/9/20
Brooks	X
Butler	X
Kim	X
Lippe	X
Oh	X
Serpa	X

Licensing Committee Meetings – FY 2020/2021

Board Member	7/8/20
Butler	X
Patel	
Veale	X
Wong	X

Communication and Public Education Committee Meetings – FY 2020/2021

Board Member	7/8/20
Brooks	X
Kim	X
Oh	X
Sanchez	X

Attachment 4

Committee and Board Meeting Calendar Year for Remainder of 2020

Date	Type of Meeting	Location
Jul. 29-30, 2020	Board Meeting	<i>Teleconference</i>
Sept. 17, 2020	Petitioner Meeting	<i>TBD</i>
Oct. 20, 2020	Licensing Committee	<i>TBD</i>
Oct. 27, 2020	Enforcement Committee Public Education Committee Legislation and Regulation Committee	<i>TBD</i>
Oct. 28, 2020	Board Meeting	<i>TBD</i>
Dec. 3, 2020	Petition Meeting	<i>TBD</i>

Attachment 5

Proposed Committee and Board Meeting Calendar Year 2021

Date	Type of Meeting	Location
Jan. 20, 2021	Enforcement and Compounding Committee	<i>TBD</i>
Jan. 27, 2021	Licensing Committee Communication and Public Education Committee Legislation and Regulation Committee	<i>TBD</i>
Jan. 28, 2021	Board Meeting	<i>TBD</i>
Mar. 18, 2021	Petitioner Meeting	<i>TBD</i>
April 21, 2021	Licensing Committee	<i>TBD</i>
April 29, 2021	Enforcement and Compounding Committee Communication and Public Education Committee Legislation and Regulation Committee	<i>TBD</i>
April 30, 2021	Board Meeting	<i>TBD</i>
June 17, 2021	Petitioner Meeting	<i>TBD</i>
Jul. 14, 2021	Licensing Committee Communication and Public Education Committee	<i>TBD</i>
Jul. 15, 2021	Enforcement and Compounding Committee Legislation and Regulation Committee Meeting	<i>TBD</i>
Jul. 28-29, 2021	Board Meeting	<i>TBD</i>
Sept. 23, 2021	Petitioner Meeting	<i>TBD</i>
Oct. 20, 2021	Enforcement and Compounding Committee	<i>TBD</i>
Oct. 27, 2021	Licensing Committee Communication and Public Education Committee Legislation and Regulation Committee	<i>TBD</i>
Oct. 28, 2021	Board Meeting	<i>TBD</i>
Dec. 2, 2021	Petition Meeting	<i>TBD</i>