



**Organizational Development Committee**

Seung Oh, Licensee Member, President  
 Maria Serpa, Licensee Member, Vice-President

**a. Budget Update and Report**

Fiscal Year 2021/2022 (Current Year)

The 2021/22 Fiscal Year (FY) began July 1, 2021. The Board's spending authorization for the year is \$29,694,000, which is an 1.3% increase from the prior year.

Fiscal Year 2020/2021 (Prior Year)

The prior year authorization spending was \$29,314,000. Based on final reports, the Board received \$34,487,500 in revenue originating from the following:

**Revenue Sources Table: FY 2020/2021**

<b>Source</b>	<b>Amount</b>	<b>Percentage</b>
Licensing	\$32,200,200	93%
Cost Recovery	\$1,520,000	5%
Citation Fines	\$701,400	2%
Interest	\$65,900	<1%

Further, the Board estimates it expended \$27,731,400 through June 30, 2021. The largest expenditure categories are detailed in the table on the following page.

**Expenditures Table: FY 2020/2021**

<b>Source</b>	<b>Amount</b>	<b>Percentage</b>
Personnel	\$16,713,400	60%
Enforcement	\$5,397,200	20%
Prorata	\$3,805,500	14%
Facilities Operations	\$697,000	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 reflects a \$2.4M loan to the general fund in FY 2020/21.

**Fund Condition Table: FY 2021/2022**

<b>Fiscal Year</b>	<b>Fund Balance</b>	<b>Months in Reserve*</b>
2020/2021	\$11,041,000	4.0
2021/2022	\$11,381,000	4.0
2022/2023	\$10,852,000	3.7
2023/2024	\$9,382,000	3.1
2024/2025	\$6,929,000	2.3

\*Business and Professions Code section 4400 (p) provides that it is the intend of the Legislature that, in setting fees, the Board shall seek to maintain a reserve in the Board's fund equal to approximately one year's operating expenditures.

**Attachment 1** includes the Analysis of Fund Condition prepared by the department and detailed budget charts. Board staff will closely monitor the fund as it appears based on the fund condition projections, the fund will begin to slowly deplete in fiscal years 2023/24 and 2024/25.

**b. Board Member Attendance Information and Mail Vote Information**

Board Member Attendance Information

**Attachment 2** includes a corrected summary of Board member attendance at committee and Board meetings for FY 2020/21 and the current summary

of Board member attendance at committee and Board meetings for the first quarter FY 2021/22.

#### Mail Vote Information

As previously mentioned, beginning the first quarter of this current fiscal year, quarterly reporting of member participation in the mail vote process resumed. **Attachment 3** includes member participation in the mail vote process for the first quarter of FY 2021/22.

### **c. Personnel Update**

The Board currently has 14 vacant positions detailed below.

- 1 Inspector position
- 4 Licensing positions
- 6 Enforcement positions, including one Chief of Enforcement Position
- 3 Administration positions, include the Assistant Executive Officer and one Senior Policy Manager

### **d. Strategic Plan Update**

At the September 2021 Meeting, members participated in a strategic planning session facilitated by staff from the Department of Consumer Affairs, Strategic Organization, Leadership and Individual Development (SOLID) office. During the session members reviewed the current mission, vision, values, and strategic goals of the Board.

During the review, no changes were made to the Board's current mission, vision, and values. Members also discussed the results of the environmental scan, reviewed trends identified and established goals and objectives for the new plan. The Board approved objectives for each of the respective goal areas and delegated to the Board President and staff to make any nonsubstantive changes to the language. The Board agreed the strategic plan would be a five-year strategic plan.

### **e. Future Meeting Dates**

**Attachment 4** includes the meeting calendar for the remainder of 2021 and 2022.

# **Attachment 1**

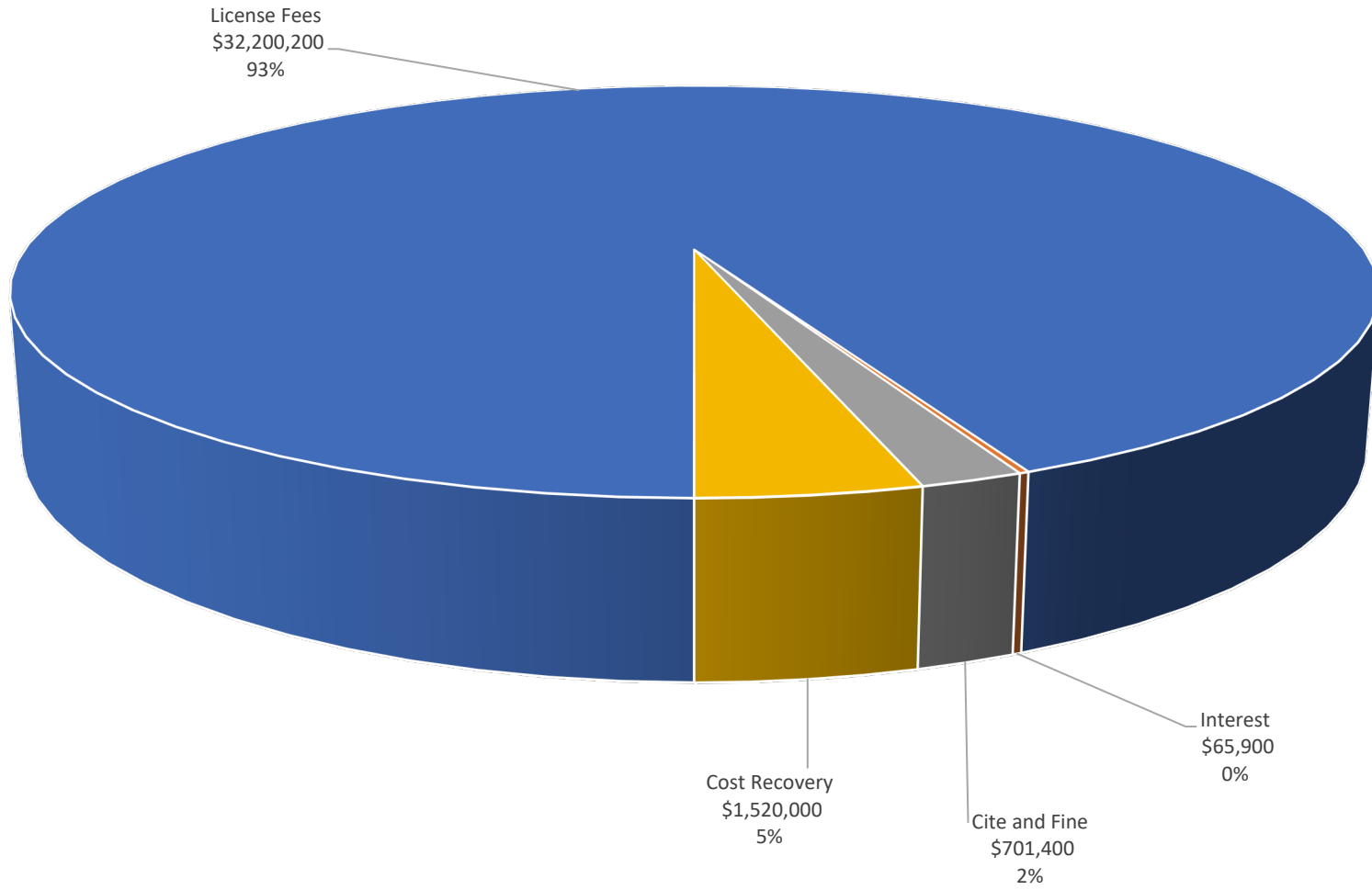
**0767 - Pharmacy Board Contingent Fund****Analysis of Fund Condition (Dollars in Thousands) 2021-22 Budget Act with 2020-21 Actuals**

	<b>PY 2020-21</b>	<b>CY 2021-22</b>	<b>BY 2022-23</b>	<b>BY +1 2023-24</b>	<b>BY +2 2024-25</b>
<b>BEGINNING BALANCE</b>	\$8,889	\$11,041	\$11,381	\$10,852	\$9,382
Prior Year Adjustment	\$0	\$0	\$0	\$0	\$0
Adjusted Beginning Balance	\$8,889	\$11,041	\$11,381	\$10,852	\$9,382
<b>REVENUES, TRANSFERS AND OTHER ADJUSTMENTS</b>					
Revenues					
4121200 - Delinquent fees	\$233	\$229	\$229	\$229	\$229
4127400 - Renewal fees	\$27,356	\$28,129	\$28,129	\$28,129	\$28,129
4129200 - Other regulatory fees	\$894	\$912	\$912	\$912	\$912
4129400 - Other regulatory licenses and permits	\$4,337	\$4,078	\$4,078	\$4,078	\$4,078
4135000 - Local Agencies - Miscellaneous Revenue	\$1	\$1	\$1	\$1	\$1
4163000 - Investment Income - Surplus Money Investments	\$66	\$139	\$157	\$134	\$96
4171400 - Escheat of unclaimed checks and warrants	\$79	\$0	\$0	\$0	\$0
4172500 - Miscellaneous revenues	\$3	\$0	\$0	\$0	\$0
4173500 - Settlements and Judgements - Anti Trust Actions	\$23	\$0	\$0	\$0	\$0
Totals, Revenues	\$32,992	\$33,488	\$33,506	\$33,483	\$33,445
Loan from the Pharmacy Board Contingent Fund (0767) to the General Fund (0001) per Item 1111-011-0767, Budget Act of 2020	-\$2,400	\$0	\$0	\$0	\$0
<b>TOTALS, REVENUES, TRANSFERS AND OTHER ADJUSTMENTS</b>	\$30,592	\$33,488	\$33,506	\$33,483	\$33,445
<b>TOTAL RESOURCES</b>	\$39,481	\$44,529	\$44,887	\$44,335	\$42,827
<b>EXPENDITURES AND EXPENDITURE ADJUSTMENTS</b>	<b>PY 2020-21</b>	<b>CY 2021-22</b>	<b>BY 2022-23</b>	<b>BY +1 2023-24</b>	<b>BY +2 2024-25</b>
Expenditures:					
1111 Program Expenditures (State Operations)	\$ 26,102	\$ 29,698	\$ 30,585	\$ 31,503	\$ 32,448
GSI 4.55 Percent Increase	\$0	\$1,029	\$1,029	\$1,029	\$ 1,029
5% Reduction	\$0	-\$117	-\$117	-\$117	-\$117
9892 Supplemental Pension Payments (State Operations)	\$ 659	\$ 659	\$ 659	\$ 659	\$ 659
9900 Statewide Pro Rata	\$ 1,679	\$ 1,879	\$ 1,879	\$ 1,879	\$ 1,879
<b>TOTALS, EXPENDITURES AND EXPENDITURE ADJUSTMENTS</b>	\$28,440	\$33,148	\$34,035	\$34,953	\$35,898
<b>FUND BALANCE</b>					
Reserve for economic uncertainties	\$11,041	\$11,381	\$10,852	\$9,382	\$6,929
Months in Reserve	4.0	4.0	3.7	3.1	2.3

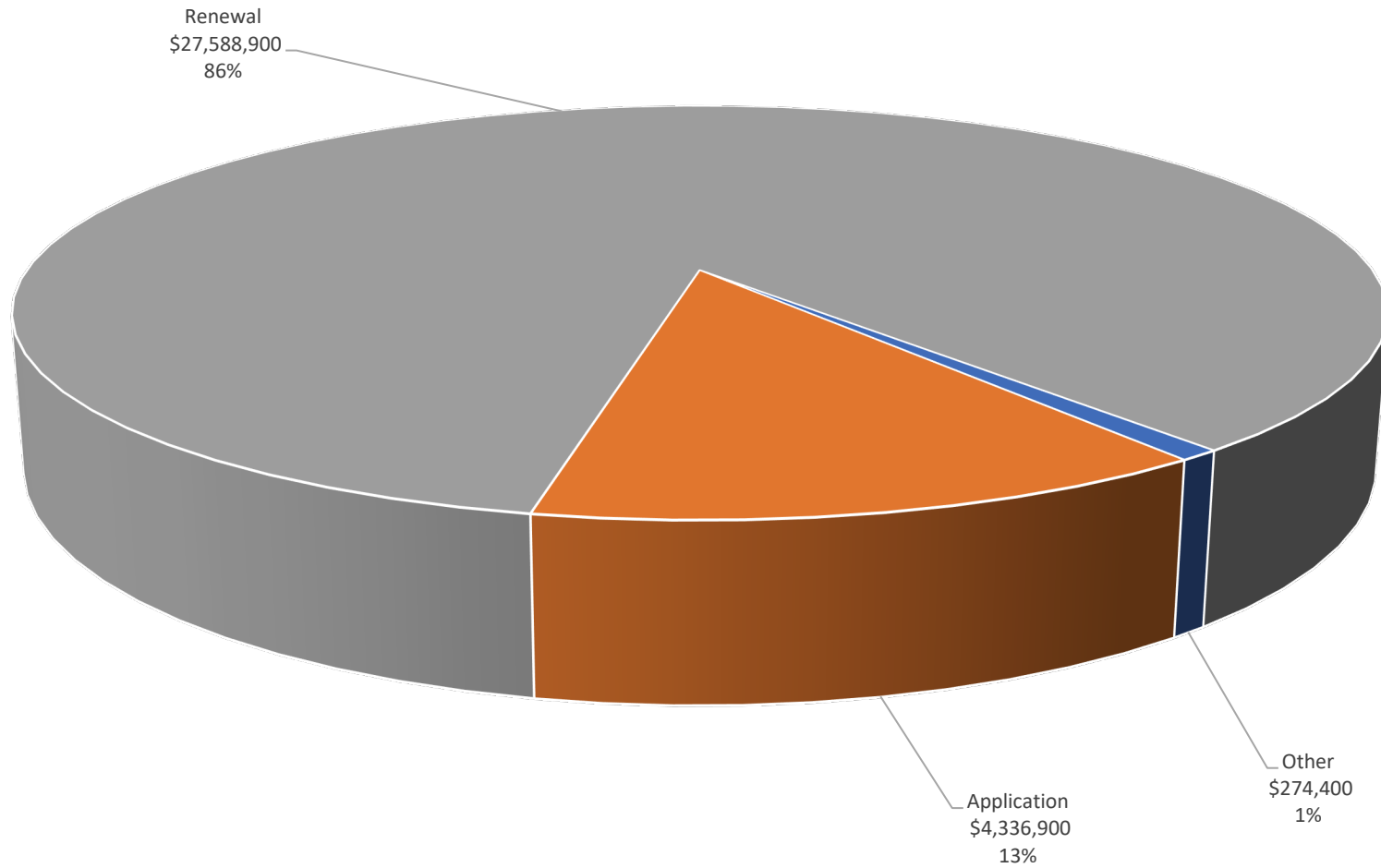
**NOTES:**

Assumes workload and revenue projections are realized in BY +1 and ongoing.  
Expenditure growth projected at 3% beginning BY +1 and ongoing.  
Assumes interest rate of 1.5%.

**Origin of Revenue  
FY 2020-2021  
FM 13  
\$34,487,500**



**Applications vs. Renewal**  
**FY 2020-2021**  
**FM 13**  
**\$32,200,200**

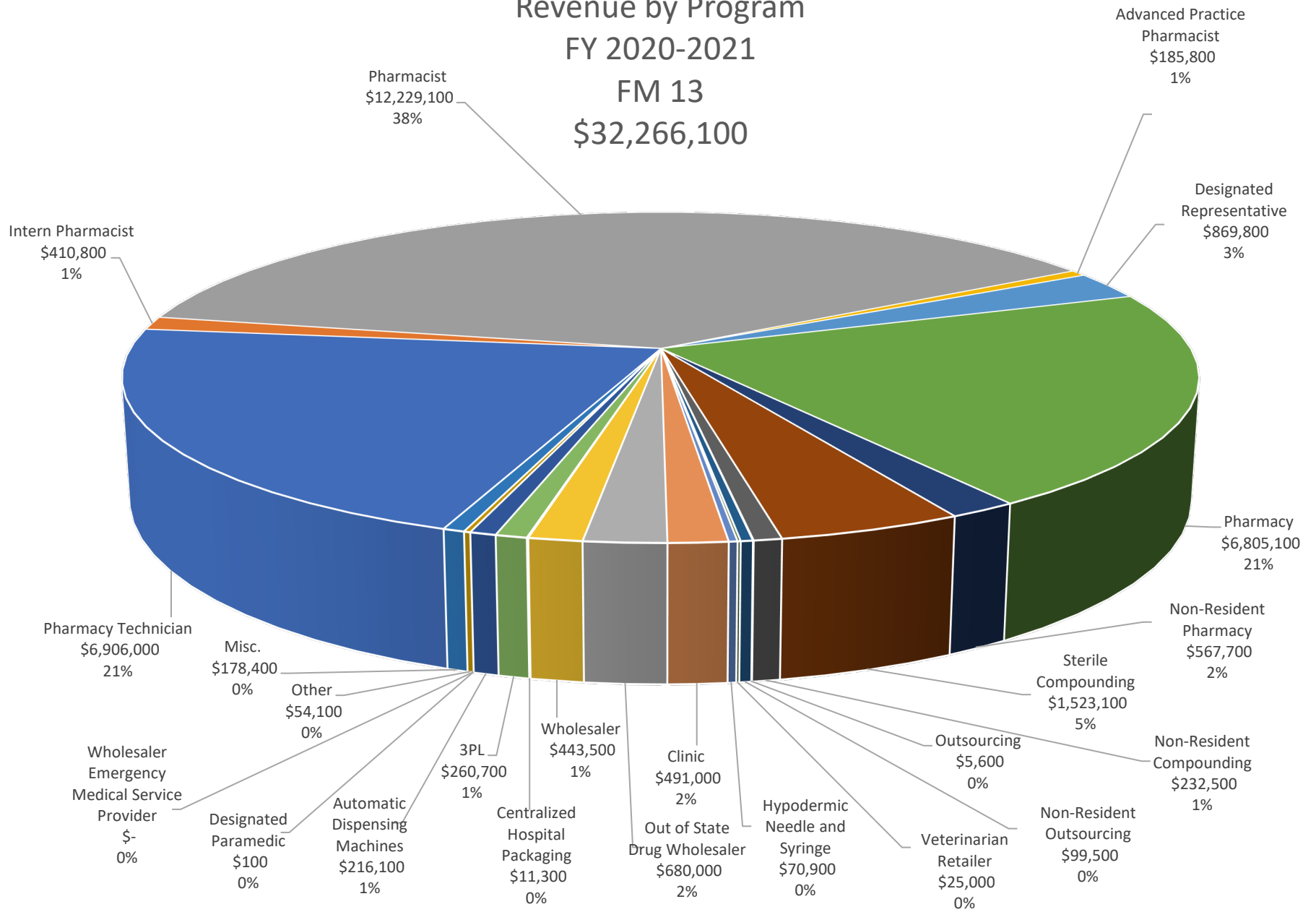


# Revenue by Program

FY 2020-2021

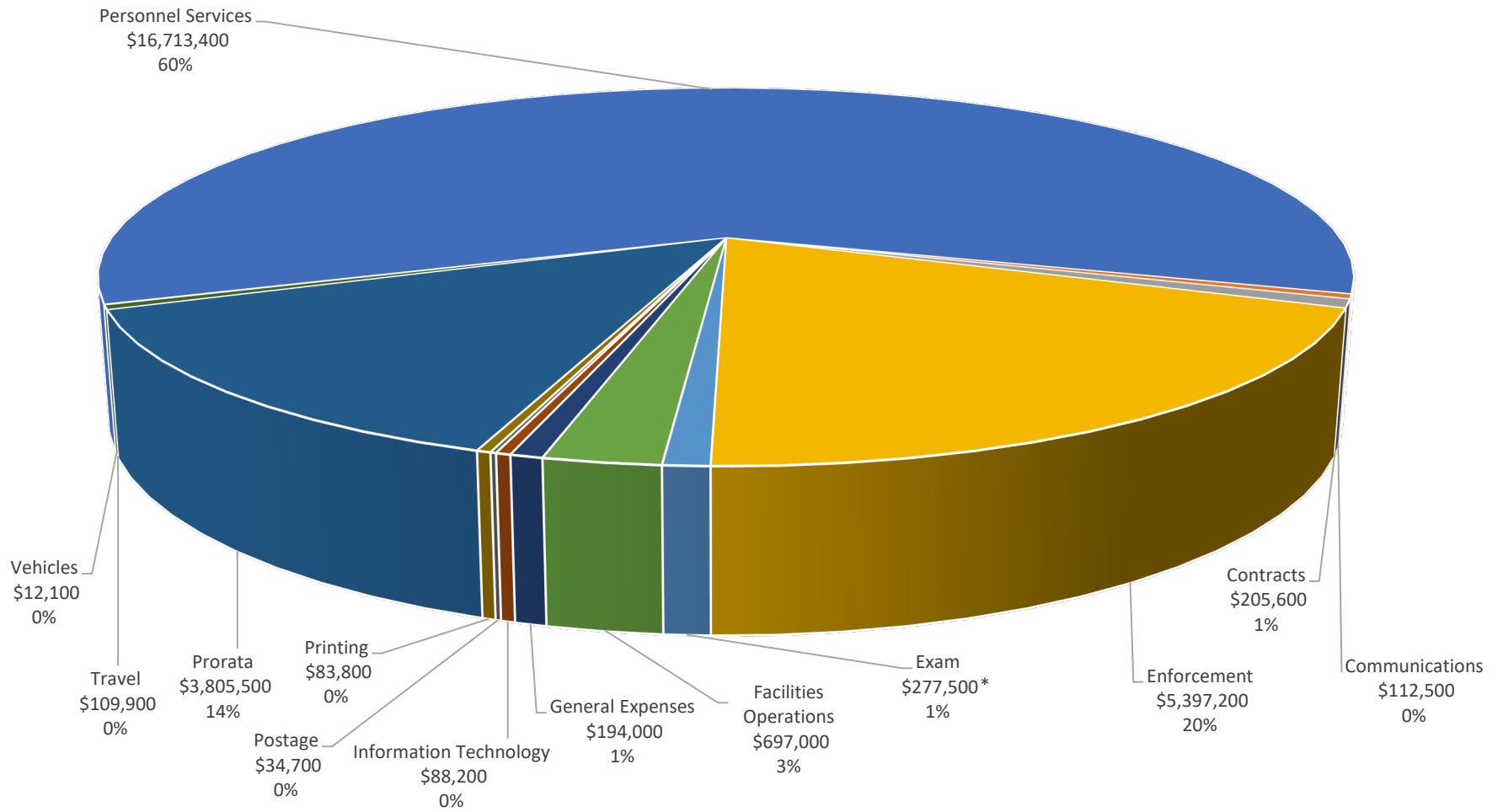
FM 13

\$32,266,100





**Expenditures  
FY 2020-2021  
FM 13  
\$27,731,400**



\*Pending Invoices

# **Attachment 2**

**CORRECTED**

**Board Member Attendance**

**Committee Meetings – FY 2020/2021**

Enforcement Committee Meetings – FY 2020/2021

<b>Board Member</b>	<b>7/9/20</b>	<b>10/27/20</b>	<b>1/20/21</b>	<b>2/18/21</b>	<b>4/22/21</b>
Lippe <sup>3</sup>	X	X	X	X	X
Patel	n/a	X	X	X	X
Sanchez	X	X	X	X	X
Serpa	X	X	X	X	X
Veale	X	X	X	X	X
Wong <sup>3</sup>	X	X	X	X	X

Legislation and Regulation Committee Meetings – FY 2020/2021

<b>Board Member</b>	<b>7/9/20</b>	<b>10/27/20</b>	<b>4/29/20</b>
Brooks <sup>1</sup>	X	X	n/a
Butler	X	X	X
Kim	X	X	
Lippe <sup>3</sup>	X	X	X
Oh	X	X	X
Serpa	X	X	X

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1 Resigned 2/2/21

2 Appointed 8/19/2020

3 Term ended 6/1/2021

n/a – denotes not appointed to the committee at the time of meeting.

E – denotes emergency Board meeting.

**CORRECTED**

**Board Member Attendance  
Committee Meetings – FY 2020/2021**

Licensing Committee Meetings – FY 2020/2021

<b>Board Member</b>	<b>7/8/20</b>	<b>10/20/20</b>	<b>1/27/21</b>	<b>4/21/21</b>
Butler	X		X	X
Oh	n/a	X	X	X
Patel		X	X	X
Veale	X	X	X	X
Weisz <sup>2</sup>	n/a	X	X	X
Wong <sup>3</sup>	X	X	X	X

Communication and Public Education Committee Meetings – FY 2020/2021

<b>Board Member</b>	<b>7/8/20</b>	<b>1/27/21</b>	<b>4/29/21</b>
Brooks <sup>1</sup>	X	X	n/a
Kim	X	X	X
Oh	X		X <sup>4</sup>
Sanchez	X	X	X
Weisz <sup>2</sup>	n/a	X	X

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1 Resigned 2/2/21

2 Appointed 8/19/2020

3 Term ended 6/1/2021

4 Previously reported incorrect as absent.

n/a – denotes not appointed to the committee at the time of meeting.

E – denotes emergency Board meeting.

**Board Member Attendance**  
**Board Meetings – FY 2021/2022**

<b>Board Member</b>	<b>7/28/21</b>	<b>7/29/21</b>	<b>9/3/21 (E)</b>	<b>9/23</b>
Butler	X	X	X	X
De La Paz	X	X	X	X
Kim	X	X		X
Oh	X	X	X	X
Patel	X	X	X	X
Sanchez	X	X	X	X
Serpa	X	X	X	X
Thibeau	X	X	X	X
Veale	X	X	X	X
Weisz	X	X		X

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E – denotes emergency Board meeting.

**Board Member Attendance**  
**Committee Meetings – FY 2021/2022**

Communication and Public Education Committee Meetings – FY 2021/2022

<b>Board Member</b>	<b>7/14/21</b>
Kim	X
Sanchez	X
Weisz	X

Licensing Committee Meetings – FY 2021/2022

<b>Board Member</b>	<b>7/14/21</b>
Butler	X
Oh	X
Patel	
Veale	X
Weisz	X

Enforcement Committee Meetings – FY 2021/2022

<b>Board Member</b>	<b>7/15/21</b>
Oh	X
Patel	
Sanchez	
Serpa	X
Veale	X

# **Attachment 3**

**Board Member Mail Vote Participation for FY 2021/22**

<b>Board Member</b>	<b>Jul. 2021 (16)</b>	<b>Aug. 2021 (31)</b>	<b>Sep. 2021 (15)</b>
Butler	16	31	14
De La Paz	n/a	31	15
Kim	0	0	0
Oh	16	31	15
Patel	16	31	15
Sanchez	16	11	14
Serpa	16	31	4
Thibeau	n/a	31	14
Veale	16	31	15
Weisz	15	31	15



# **Attachment 4**

## **Committee and Board Meeting for the Remainder of Calendar Year 2021**

December 2, 2021 – Petitioner Board Meeting

## **Proposed Committee and Board Meeting Schedule 2022**

January 18, 2022 – Enforcement and Compounding Committee

January 18, 2022 – Legislation and Regulation Committee

January 19, 2022 – Licensing Committee Meeting

January 19, 2022 – Communication and Public Education Committee

February 1-2, 2022 – Board Meeting

March 16, 2022 – Petitioner Board Meeting

April 19, 2022 – Licensing Committee Meeting

April 20, 2022 – Enforcement and Compounding Committee

April 26, 2022 – Legislation and Regulation Committee

April 26, 2022 – Communication and Public Education Committee

April 26-27, 2022 – Board Meeting

June 16, 2022 – Petitioner Board Meeting

July 18, 2022 – Licensing Committee

July 18, 2022 – Legislation and Regulation Committee

July 19, 2022 – Enforcement and Compounding Committee

July 19, 2022 – Communication and Public Education Committee

July 27-28, 2022 – Board Meeting

September 21, 2022 – Petitioner Board Meeting

October 18, 2022 – Licensing Committee Meeting

October 19, 2022 – Enforcement and Compounding Committee Meeting

October 25, 2022 – Legislation and Regulation Committee

October 25, 2022 – Communication and Public Education Committee

October 25-26, 2022 – Board Meeting

December 14, 2022 – Petitioner Board Meeting