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**Texas Department of State
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Medical Advisory Board (MAB) Open Meeting

December 1, 2023



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**This meeting is being conducted live
and virtually through Microsoft
Teams.**

**Public participation is available at:
Moreton Building, Room M-100
1100 West 49th Street
Austin, TX 78756**

Agenda Item 1

Call to Order

Medical Advisory Board Open Meeting
December 1, 2023
1 PM to 5 PM (CST)



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Agenda Item 2

Roll Call

Board Members:

If attending virtually, please have your camera on during today's meeting.

For members in the room, please remember to speak directly into the microphone so that online participants can hear your comments.



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Virtual Rules of Participation

Medical Advisory Board Meeting

Rules of Participation



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- If you would like to make a statement or ask a question, please put your question in the chat with your name and entity you represent.
Please note: Anonymous entries in the chat are unable to be shared.
- Please do not put your phone on hold at any time if you are using your phone for audio.

To mute/unmute if not using the computer for audio, press

***6** on Android phones

***6#** on iPhones

Rules of Participation



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- All participants will sign into the chat with their name and entity they represent.
- All participants will mute their microphone unless speaking, except the Chair.
- Board Members: Please have your camera on during today's meeting. When speaking or making a motion, please state your name for the meeting record.

Agenda Item 3

Review and Approval of the September 27, 2023, Minutes



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Agenda Item 4

Texas Department of Public Safety (DPS) Update

Deferred to the Next Meeting



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Agenda Item 5

Review of Proposed MAB Bylaws

Discussion

Motion to Approve

Vote to Approve



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Agenda Item 6

Vote for Items and Positions Outlined in the Bylaws

- 6a. Biosketch information for nominees
- 6c. Vote to elect the MAB Chair
- 6d. Vote to elect the MAB Vice-chair
- 6e. Vote to elect the three MAB
representatives for the Executive
Council



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Vote for the Chair of MAB

MAB Chair

- 1) Lead open meetings which shall include bringing items from committees to the entire MAB membership for approval as well as updating members on changes in MAB function.
- 2) Participate in active committees within the MAB such as the Process Improvement Workgroup
- 3) Participate in MAB staff meetings as requested.
- 4) Participate in joint DPS/MAB(DSHS) meetings
- 5) Assist DSHS and TMA with recruitment and education of new physicians
- 6) Duties are expected to require at least 20 hours a month
- 7) Integrate with other stakeholders as indicated
- 8) Other duties as required, especially during the legislative session



MAB Chair

- Nominations
- Nominated by W. LaValley – Leanne Burnett, MD



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Vote for the MAB Vice-Chair

MAB Vice Chair

- 1) Lead the open meetings when the Chair is unavailable.
- 2) Participate in active committees within the MAB such as the Process Improvement Workgroup
- 3) May participate in MAB staff and joint DPS/MAB(DSHS) meetings as able
- 4) Assist the Chair with recruitment and education of physicians
- 5) Duties are expected to require at least 8 hours a month.



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MAB Vice-Chair

- Nominations
- Nominated by Alison Leston, MD – Will LaValley, MD



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Vote for the MAB Executive Committee

MAB Executive Committee

In concert with the Chair and Vice Chair, members of the Executive Committee will review new proposed forms, processes, etc so that if approved, these items can be put into use until approval of the full Board can be obtained at an open meeting.

Duties are expected to require at least 4-8 hours a month.



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Executive Committee

- Nominations
- Nominated by Leanne Burnett, MD – Lenor Stroud, MD
- Nominated by W. LaValley, MD – Alison Leston, MD
- Nominated by T. Coopwood, MD – Peggy Russel, MD
- Nominated by T. Coopwood, MD – Ryan Butler
- Nominated by T. Coopwood, DM – Neil Greishop, MD



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Agenda Item 7

Discussion of revisions to the Medical History Form

- Potential action item regarding Medical History Form



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Agenda Item 8

Opportunities for revisions to the DL 45



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Agenda Item 9

Review of the MAB Guidelines and any potential recommendations to the Guidelines

- Recommendations for the Guidelines
- Recognizing Dr. Roberts for his review and edits to the Guidelines



Agenda Item 10

MAB Exceptional Item (EI) Update



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MAB Program Staff

- Exceptional Item
 - 11 Additional staff members
 - Recruiting, Hiring, Orientation
 - Two positions remain vacant
 - Other various stages on on-boarding and orientation
-
- Performance Improvement Initiatives
 - MAB Program
 - Physician PI Workgroup



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MAB Program

- MAB Voucher Procedure
- MAB Affidavit Procedure
- MAB Email and Communication Procedure

- DSHS Performance Improvement Section
- Data Reports – Lillian Meza



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MAB Physicians PI Workgroup

- MAB Physician PI Workgroup Meetings – Every other Wednesday at 6 pm
- Collaborative meetings with DPS / MAB – Every other Wednesdays at 10 am
- Medical History Form
- Opinion Form
- Cases Requiring Additional Information
- Rule Revision
- Record Retention Request
- Other Discussions



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Agenda Item 11

Statutory and Rule Revision Discussion

- a. Texas Health and Safety Code, Chapter 12, Subchapter H, §§12.091-12.098
- b. Texas Administrative Code, Subchapter L, Rules §§1.151-1.152



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Agenda Item 12

Public Comment

- Provide your name, who you represent, and the item you are addressing.
- Please limit public comment to 3 minutes.



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Agenda Items 13 and 14

Next Meeting

13. Priorities

14. Meeting Date and Location



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Adjourn

Thank you!