



**Medical Advisory Board Open Meeting (MAB)**

November 22, 2024

2:30 PM – 5:00 PM

Moreton Building, Room M-100

1100 West 49th Street, Austin, TX 78756

*This meeting will be conducted live and virtually through Microsoft Teams.*

**Virtual meeting link can be found on the MAB webpage:**

<https://www.dshs.texas.gov/medical-advisory-board>

1. Call to Order
2. Roll Call
3. Review and approval minutes
4. Acting Chair Report  
Overview of the DSHS MAB Driver Safety Workflow Process and 3-5 Year Vision Forward
5. Leadership Recognition Award -Dr. Leanne Burnett, M.D.
6. Elections
  - a. Election of Medical Advisory Board chair
  - b. Election for 3-year term Executive Board Member
7. Texas Department of Public Safety (DPS) Update
8. MAB Physician Performance Improvement Workgroup
  - a. License to Carry Update
  - b. Announcement on physician contact list
  - c. Physician case numbers and minimum requirements
  - d. Follow up on MAB medical record retention request- Expand record retention, request it be updated from 2 years to 7 years
  - e. DPS Accident report codes (crash reports) – to better understand accident reports
  - f. Follow up of revisions to the Medical History Form
  - g. Follow up on revisions to the MAB Physician Opinion Form
  - h. Medical Advisory Board Guide for Determining Driver Limitation update
  - i. New physician training
  - j. Other initiatives
9. Update from the MAB Program
  - a. Improvements and updates from MAB Exceptional Item (funding allocation)
    - i. Ability to recruit additional staff
    - ii. Increase in physician compensation for review of panel packets
    - iii. PI committee activities
    - iv. Updates to medical packet
    - v. Update to opinion sheets

- vi. Physician recruitment
    - vii. Physician reappointment
  - b. Monthly Reporting
  - c. Physician Recruitment, on-boarding process new physicians
    - i. Educational overview of MAB
    - ii. Physician mentorship opportunities
  - d. Physician specialties
  - e. Procedures
    - i. MAB Voucher process
    - ii. More information process follow-up
    - iii. Physician Opinion Form comments
- 10. Rule Revisions
  - 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
- 11. Public Comment
- 12. Next Meeting Priorities
- 13. Next Meeting
- 14. Adjourn

**Public Comment:** The Texas Department of State Health Services (DSHS) welcomes public comments pertaining to topics related to Emergency Health Care. Members of the public are encouraged to participate in this process by providing written public comment to DSHS by emailing [laura.rios@dshs.texas.gov](mailto:laura.rios@dshs.texas.gov) no later than 5:00 PM, November 20, 2024. Please include your name and either the organization you are representing or that you are speaking as a private citizen. Written comments are limited to three minutes and will be read during the meeting for consideration by the Council. The request must contain your name, the name of the organization you represent or that you are speaking as a private citizen, and your direct phone number.

Public comment is limited to three minutes. Speakers must state their name, affiliation, and on whose behalf, they are speaking. Public members who are using handouts are asked to provide an electronic copy in accessible pdf format that will be distributed by DSHS staff to Council members, state staff, and for public distribution. Handouts are limited to two pages of documentation (paper size: 8.5" by 11", one side only). Handouts must be emailed to DSHS no later than 5:00 p.m., June 19, 2024, and include the name of the person who will be commenting.

Note: These procedures may be revised at the discretion of DSHS.

Contact: Questions regarding agenda items, content, or meeting arrangements should be directed Oshma Raj, DSHS, at 737-343-6012 or [oshmaraj@dshs.texas.gov](mailto:oshmaraj@dshs.texas.gov)

People with disabilities who wish to attend the meeting and require auxiliary aids or services should contact Oshma Raj, [oshmaraj@dshs.texas.gov](mailto:oshmaraj@dshs.texas.gov) or at 737-343-6012 or at least 72 hours before the meeting so appropriate arrangements can be made.