

Oregon Board of Psychologist Examiners 2013 – 2015 Governor’s Budget

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OREGON BOARD OF PSYCHOLOGIST EXAMINERS

LEGISLATIVE ACTION

76th OREGON LEGISLATIVE ASSEMBLY – 2011 Regular Session
BUDGET REPORT AND MEASURE SUMMARY

MEASURE: HB 5038

JOINT COMMITTEE ON WAYS AND MEANS

Carrier – House: Rep. Garrard
Carrier – Senate: Sen. Girod

Action: Do Pass

Vote: 23 – 0 – 2

House – Yeas: Beyer, Buckley, Cowan, Garrard, Komp, Kotek, McLane, Nathanson, Nolan, Richardson, G. Smith, Thatcher, Whisnant

– Nays:

– Exc: Freeman

Senate – Yeas: Devlin, Edwards, Girod, Johnson, Monroe, Nelson, Thomsen, Verger, Whitsett, Winters

– Nays:

– Exc: Bates

Prepared By: Jim Carbone, Department of Administrative Services

Reviewed By: Robin LaMonte, Legislative Fiscal Office

Meeting Date: May 6, 2011

Agency

Board of Psychologist Examiners

Budget Page

H-28

LFO Analysis Page

204

Biennium

2011-13

HB 5038
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OREGON BOARD OF PSYCHOLOGIST EXAMINERS

LEGISLATIVE ACTION

Budget Summary

	2009-11 Legislatively Approved Budget	2011-13 Current Service Level	2011-13 Governor's Budget	2011-13 Committee Recommendation	Committee Change from 2009-11 Leg Approved	
					\$ change	% change
Other Funds	1,041,395	1,039,935	1,008,437	1,008,437	(32,958)	-3.2%

Position Summary

Authorized positions	4	3	4	4	0
Full-time equivalent positions (FTE)	4.00	3.00	3.50	3.50	(0.50)

(1) Includes adjustments through March 2011

* Excludes Capital Construction expenditures

Summary of Revenue Changes

The Board is funded entirely from licensing fees, applications, examinations, and other miscellaneous sources, including civil penalties and sales of publications. The approved budget includes an ending balance of \$298,056, the equivalent of about seven months of operating expenditures.

Summary of Education Subcommittee Action

The Subcommittee approved a 2011-13 budget of \$1,008,437 which is 3.2 percent below the 2009-11 Legislatively Approved Budget.

All statewide personal service reductions and the elimination of inflationary adjustments that were included in the Governor's budget were approved by the Subcommittee. In addition, the following Policy Packages were approved:

Policy Package 070 – This package reduces the revenues and expenditures for background check services provided by the Oregon State Police. The revised level is equal to the most recent estimate of the demand for these services in 2011-13.

OREGON BOARD OF PSYCHOLOGIST EXAMINERS

LEGISLATIVE ACTION

Policy Package 100 – This package replaces a full-time, limited duration Office Specialist position with a half-time, permanent position. There is a permanent need for a position to support the Board and agency staff. However a full-time position is not needed.

Policy Package 101 – This package funds the reclassification of an Investigator 2 position. The Board requires that this position have a detailed knowledge of the practice of psychology, including custody evaluations, criminal parole evaluations, therapy practices and treatment plans, neuropsychological evaluations, Social Security Administration and disability evaluations, Veteran's Administration policies and procedures, drug and alcohol assessments, as well as expert testimony standards. The Department of Administrative Services Human Resource Services Division determined that the classification of Investigator 3 was appropriate for a position requiring such a broad range of knowledge, skills, and abilities.

Summary of Performance Measure Action

See attached Legislatively Adopted 2011-13 Key Performance Measures form.

OREGON BOARD OF PSYCHOLOGIST EXAMINERS

LEGISLATIVE ACTION

DETAIL OF JOINT COMMITTEE ON WAYS AND MEANS ACTION

HB 5038

Board of Psychologist Examiners
Jim Carbone — 378-3619

DESCRIPTION	GENERAL FUND	LOTTERY FUNDS	OTHER FUNDS		FEDERAL FUNDS		TOTAL ALL FUNDS	POS	FTE
			LIMITED	NONLIMITED	LIMITED	NONLIMITED			
2009-11 Legislatively Approved Budget at March 2011 *	\$0	\$0	\$1,041,395	\$0	\$0	\$0	\$1,041,395	4	4.00
2011-13 ORBITS printed Current Service Level (OSL)*	\$0	\$0	\$1,039,935	\$0	\$0	\$0	\$1,039,935	3	3.00
2011-13 Governor's Recommended Budget *	\$0	\$0	\$1,008,437	\$0	\$0	\$0	\$1,008,437	4	3.50
<u>SUBCOMMITTEE ADJUSTMENTS (from GRB)</u>	0	0	0	0	0	0	0	0	0.00
TOTAL ADJUSTMENTS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0	0.00
SUBCOMMITTEE RECOMMENDATION *	\$0	\$0	\$1,008,437	\$0	\$0	\$0	\$1,008,437	4	3.50
% Change from 2009-11 Leg Approved Budget	0.0%	0.0%	-3.2%	0.0%	0.0%	0.0%	-3.2%	0.0%	-12.5%
% Change from 2011-13 Current Service Level	0.0%	0.0%	-3.0%	0.0%	0.0%	0.0%	-3.0%	33.3%	16.7%
% Change from 2011-13 Governor's Recommended Budget	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%

* Excludes Capital Construction Expenditures

OREGON BOARD OF PSYCHOLOGIST EXAMINERS

LEGISLATIVE ACTION

Legislatively Proposed 2011-2013 Key Performance Measures

Agency: PSYCHOLOGIST EXAMINERS BOARD

Mission: Our mission is to protect and benefit public health and safety; and promote quality in the psychology profession.

Legislatively Proposed KPMs	Customer Service Category	Agency Request	Most Current Result	Target 2012	Target 2013
1 - RESIDENCY SUPERVISION – Percent of supervisors and residents who rate supervision process as “good” or “excellent” as effective preparation for competent and ethical professionals.		Approved KPM	97.00	95.00	97.00
2 - EXAMINATION – Percent of examiners and examinees who rate the board-administered exam as “good” or “excellent” as an effective screen for competent and ethical professionals.		Approved KPM	97.00	97.00	97.00
3 - CONTINUING EDUCATION – Percent of continuing education reports that meet requirements at first review.		Approved KPM	99.00	99.00	99.00
4 - COMPLAINT INVESTIGATIONS – Percent of uncontested case consumer complaint investigations completed within six months.		Approved KPM	82.00	85.00	85.00
5 - CUSTOMER SERVICE – Percent of customers rating their satisfaction with the agency’s customer service as “good” or “excellent”: Overall, Timeliness, Accuracy, Helpfulness, Expertise, Availability of Information.	Accuracy	Approved KPM	75.00		
5 - CUSTOMER SERVICE – Percent of customers rating their satisfaction with the agency’s customer service as “good” or “excellent”: Overall, Timeliness, Accuracy, Helpfulness, Expertise, Availability of Information.	Availability of Information	Approved KPM	75.00		
5 - CUSTOMER SERVICE – Percent of customers rating their satisfaction with the agency’s customer service as “good” or “excellent”: Overall, Timeliness, Accuracy, Helpfulness, Expertise, Availability of Information.	Expertise	Approved KPM	75.00		
5 - CUSTOMER SERVICE – Percent of customers rating their satisfaction with the agency’s customer service as “good” or “excellent”: Overall, Timeliness, Accuracy, Helpfulness, Expertise, Availability of Information.	Helpfulness	Approved KPM	75.00		

Print Date: 4/27/2011

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OREGON BOARD OF PSYCHOLOGIST EXAMINERS

LEGISLATIVE ACTION

76th OREGON LEGISLATIVE ASSEMBLY – 2011 Regular Session
BUDGET REPORT AND MEASURE SUMMARY

MEASURE: SB 5508-A

JOINT COMMITTEE ON WAYS AND MEANS

Carrier – House: Rep. Richardson

Carrier – Senate: Sen. Devlin

Action: Do Pass as Amended and as Printed A-Engrossed

Vote: 24 – 0 – 1

House – Yeas: Beyer, Buckley, Cowan, Freeman, Garrard, Komp, Kotek, McLane, Nathanson, Nolan, Richardson, G. Smith, Thatcher, Whisnant

– Nays:

– Exc:

Senate – Yeas: Bates, Devlin, Edwards, Girod, Johnson, Monroe, Nelson, Thomsen, Whitsett, Winters

– Nays:

– Exc: Verger

Prepared By: Sheila Baker, Legislative Fiscal Office

Reviewed By: Daron Hill, Legislative Fiscal Office

Meeting Date: June 29, 2011

<u>Agency</u>	<u>Budget Page</u>	<u>LFO Analysis Page</u>	<u>Biennium</u>
Emergency Board	L-1	263	2011-13
Various Agencies			2009-11

OREGON BOARD OF PSYCHOLOGIST EXAMINERS

LEGISLATIVE ACTION

SENATE BILL 5508-A
ATTACHMENT A: 2011-13 Agency Adjustments

Agency Name	Appropriation Description	Bill Number	Section/ Sub	Fund	General Fund	Lottery Funds	Other Funds	Federal Funds
ADMINISTRATION								
ADVOCACY COMMISSIONS OFFICE	Operating Expenses	HB 5001	01	GF	(229)	-	-	-
DEPT OF ADMIN SERVICES	Mill Creek Debt Service	SB 5502	01-02	GF	(114,267)	-	-	-
DEPT OF ADMIN SERVICES	Operating Expenses	SB 5502	02-01	OF	-	-	(1,039,694)	-
DEPT OF ADMIN SERVICES	Debt Service (Other)	SB 5502	02-05	OF	-	-	(625,330)	-
DEPT OF ADMIN SERVICES	Debt Service - OPB	SB 5502	03-01	LF	-	(311,063)	-	-
DEPT OF ADMIN SERVICES	Debt Service - Tillamook FEMA Match	SB 5502	03-06	LF	-	(559,068)	-	-
DEPT OF ADMIN SERVICES	Debt Service - Lane Transit District EmX	SB 5502	03-07	LF	-	238,158	-	-
OREGON STATE TREASURY	Administrative Expenses - Operations	HB 5048	01-01	OF	-	-	(92,844)	-
OREGON STATE TREASURY	Administrative Expenses - College Savings	HB 5048	01-02	OF	-	-	(3,362)	-
RACING COMMISSION	Operating Expenses	SB 5543	01	OF	-	-	(48,788)	-
PUB EMPLOYEES RETIREMNT SYSTEM	Administrative and operating expenses	HB 5039	01-01	OF	-	-	(34,511)	-
SECRETARY OF STATE	Executive Office, BSD, ISD, HRD	HB 5041	01-01	GF	(249)	-	-	-
SECRETARY OF STATE	Elections Division	HB 5041	01-02	GF	(6,360)	-	-	-
SECRETARY OF STATE	Archives Division	HB 5041	01-03	GF	(404)	-	-	-
SECRETARY OF STATE	Executive Office, BSD, ISD, HRD	HB 5041	02-01	OF	-	-	(2,390)	-
SECRETARY OF STATE	Audits Division	HB 5041	02-03	OF	-	-	(4,419)	-
SECRETARY OF STATE	Archives Division	HB 5041	02-04	OF	-	-	(122)	-
SECRETARY OF STATE	Corporation Division	HB 5041	02-05	OF	-	-	10,191	-
SECRETARY OF STATE	Help America Vote Act	HB 5041	03	FF	-	-	-	(45)
LIQUOR CONTROL COMMISSION	Administrative expenses	SB 5522	01-01	OF	-	-	6,755	-
DEPT OF REVENUE	Administrative Expenses	HB 5040	01	GF	(259,006)	-	-	-
DEPT OF REVENUE	Operating Expenses	HB 5040	02	OF	-	-	(56,229)	-
EMPLOYMENT RELATIONS BOARD	Assessments of agencies transferred to DAS	SB 5510	03	OF	-	-	(1,811)	-
OFFICE OF THE GOVERNOR	Operating Expenses	HB 5025	01	GF	(8,746)	-	-	-
OFFICE OF THE GOVERNOR	Economic Revitalization Team	HB 5025	03	LF	-	(943)	-	-
OFFICE OF THE GOVERNOR	Operating Expenses	HB 5025	04	OF	-	-	(862)	-
GOVERNMENT ETHICS COMMISSION	Other Funds	HB 5024	01	OF	-	-	(1,354)	-
OREGON STATE LIBRARY	Operating Expenses	SB 5521	01	GF	(1,859)	-	-	-
OREGON STATE LIBRARY	Operating Expenses - Assessments	SB 5521	03	OF	-	-	(2,711)	-
OREGON STATE LIBRARY	Operating Expenses - Non-Assessment	SB 5521	02	OF	-	-	(71)	-
OREGON STATE LIBRARY	Operating Expenses	SB 5521	04	FF	-	-	-	(1,776)
CONSUMER AND BUSINESS SERVICES								
STATE BOARD OF ACCOUNTANCY	Operating Expenses	SB 5501	01	OF	-	-	(9,129)	-
TAX PRACTITIONERS BOARD	Operating Expenses	HB 5044	01	OF	-	-	(3,095)	-
CONSTRUCTION CONTRACTOR BOARD	Operating Expenses	HB 5012	01	OF	-	-	(10,154)	-
COUNSELORS AND THERAPISTS BRD	Operating Expenses	HB 5015	01	OF	-	-	1,195	-
PSYCHOLOGISTS EXAMINERS BOARD	Operating Expenses	HB 5038	01	OF	-	-	(42,775)	-
CHIROPRACTIC EXAMINERS BOARD	Operating Expenses	HB 5007	01	OF	-	-	3,255	-
CLINICAL SOCIAL WORKERS BOARD	Operating Expenses	HB 5008	01	OF	-	-	(441)	-
OREGON BOARD OF DENTISTRY	Operating Expenses	HB 5017	01	OF	-	-	(7,473)	-
HEALTH RELATED LICENSING BRDS	State Mortuary and Cemetary Board	HB 5028	02	OF	-	-	10,034	-
HEALTH RELATED LICENSING BRDS	Board of Naturopathic Examiners	HB 5028	03	OF	-	-	11,026	-
HEALTH RELATED LICENSING BRDS	Occupational Therapy Licensing Board	HB 5028	04	OF	-	-	(207)	-
HEALTH RELATED LICENSING BRDS	Board of Medical Imaging	HB 5028	05	OF	-	-	(4,822)	-
HEALTH RELATED LICENSING BRDS	State Board of Examiners for Speech-Language Pathology and Audiology	HB 5028	06	OF	-	-	1,452	-

OREGON BOARD OF PSYCHOLOGIST EXAMINERS

AGENCY SUMMARY

The Oregon Board of Psychologist Examiners (OBPE) was created for the purpose of examining and licensing all persons in Oregon who engage in the practice of psychology. The Board is also charged with safeguarding the people of the State of Oregon from the dangers of unqualified and improper practice of psychology.

Practicing psychology means rendering or offering to render supervision, consultation, evaluation or therapy services to individuals, groups or organizations for the purpose of diagnosing or treating behavioral, emotional or mental disorders.

It is unlawful to practice psychology or represent oneself as a psychologist without first being properly licensed by the OBPE. To "represent oneself as a psychologist" means to use any terminology, title or description of services incorporating the words "psychology," "psychological," "psychotherapy," or "psychologist," or to offer or render to individuals or to groups of individuals services included in the practice of psychology.

The Board consists of nine members. Six members are licensed psychologists; and three members are from the general public, not associated with the profession. All members are appointed by the Governor to four-year terms and confirmed by the Senate. The Board hires staff to administer all official business. The Board meets approximately every five to six weeks, usually at its offices in Salem. The Board is funded solely from license fees, fines and penalties. Decisions are made in open public meetings where guests are encouraged to attend.

OREGON BOARD OF PSYCHOLOGIST EXAMINERS

AGENCY SUMMARY

DESCRIPTION OF THE BOARD

The Board is 100% supported by "Other Funds" generated from licensing renewals, fees and civil penalties. Agency program areas operate under one budget.

- **Consumer Protection:** Through its investigator and its review of complaints, the Board pursues all complaints relating to the unethical, unprofessional, or unlicensed practice of psychology. The Board receives approximately 60-80 complaints per year. Complaints are either reported to the Board or brought by the Board when they become aware of alleged violations. The Board has brought an unprecedented number of complaints against unlicensed practitioners during the 2009-2011 biennium. The Board has devoted a part-time temporary employee to assist the investigator with unlicensed practice cases.

Many of the issues brought to the Board include custody evaluations, parole evaluations, and the unlicensed practice of psychology; other complaints include dual relationships, therapy and treatment plans, and occasionally billing disputes. Allegations of sexual misconduct are especially egregious and demanding on the Board's time and resources. In general, after the investigation is complete, the Board's investigator or the Executive Director provides a final written report to the Board for its review. After evaluation of the facts and issues, the Board decides whether to dismiss the investigation or issue discipline. When discipline is ordered, the Board's Executive Director works with the Attorney General's office to see if a stipulated agreement can be reached in the matter. If this is not possible, the objecting licensee is provided with a contested case hearing before a hearing officer as soon as practicable.

- **Applications:** Annually, the Board processes approximately 100 applications for licensure. This process includes verification of education, work experience, other credentials, and references. In addition, a finger print criminal background check is conducted.
- **Examinations:** The Board approves candidate eligibility to take the national written examination. The Board also prepares and mandates passage of an Oregon Jurisprudence examination. Expert panels of veteran psychologist volunteers develop the examination test items, with the assistance of a contracted expert. In addition, the Board contracts with Portland State University to evaluate the psychometrics of the examination and ensure a legally defensible examination. The examination is administered four times per year. Annually, approximately 125 candidates take the Board's Jurisprudence examination.
- **Licensing:** The Board processes approximately 1,600 license renewals biennially to psychologists (PhD/PsyD) and psychologist associates (MA). In the 2009-2011 biennium, the Board streamlined its procedures by phasing in biennial birth month licensure

OREGON BOARD OF PSYCHOLOGIST EXAMINERS

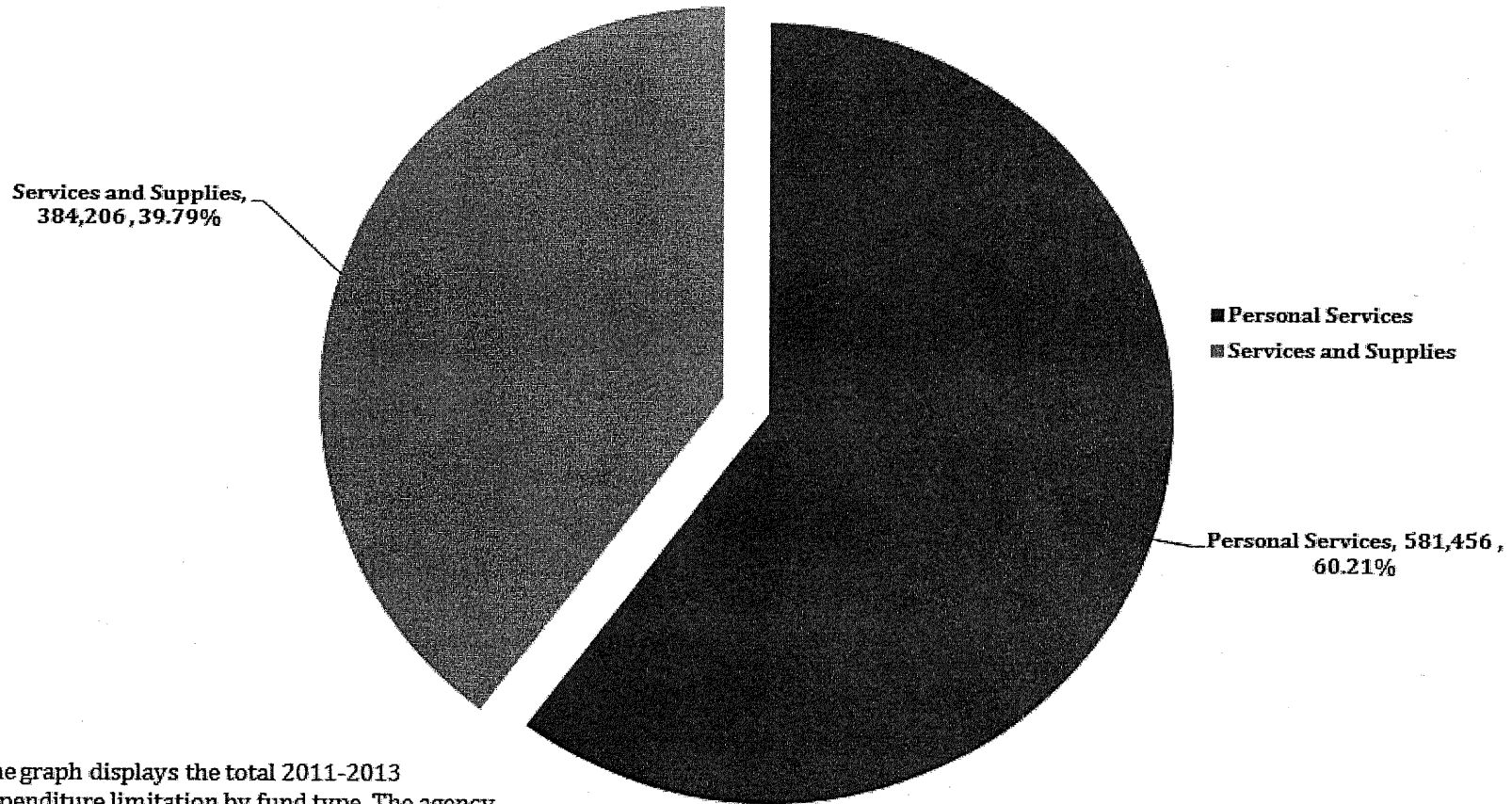
AGENCY SUMMARY

renewal. This has contributed to stabilize the agency's cash flow. The Board is now focusing on improvements in the residency supervision program, and implementing criminal background checks and related improvements in the application and renewal screening process.

- **Continuing Education:** Licensees are required to obtain 50 hours of continuing education (CE) activities per biennium, including four hours devoted to professional ethics. CE reports are submitted biennially. Each calendar year 20% of the licensee base is audited and must provide complete proof of continuing education activities.

OREGON BOARD OF PSYCHOLOGIST EXAMINERS
AGENCY SUMMARY

Legislatively Approved Budget
2011 - 2013



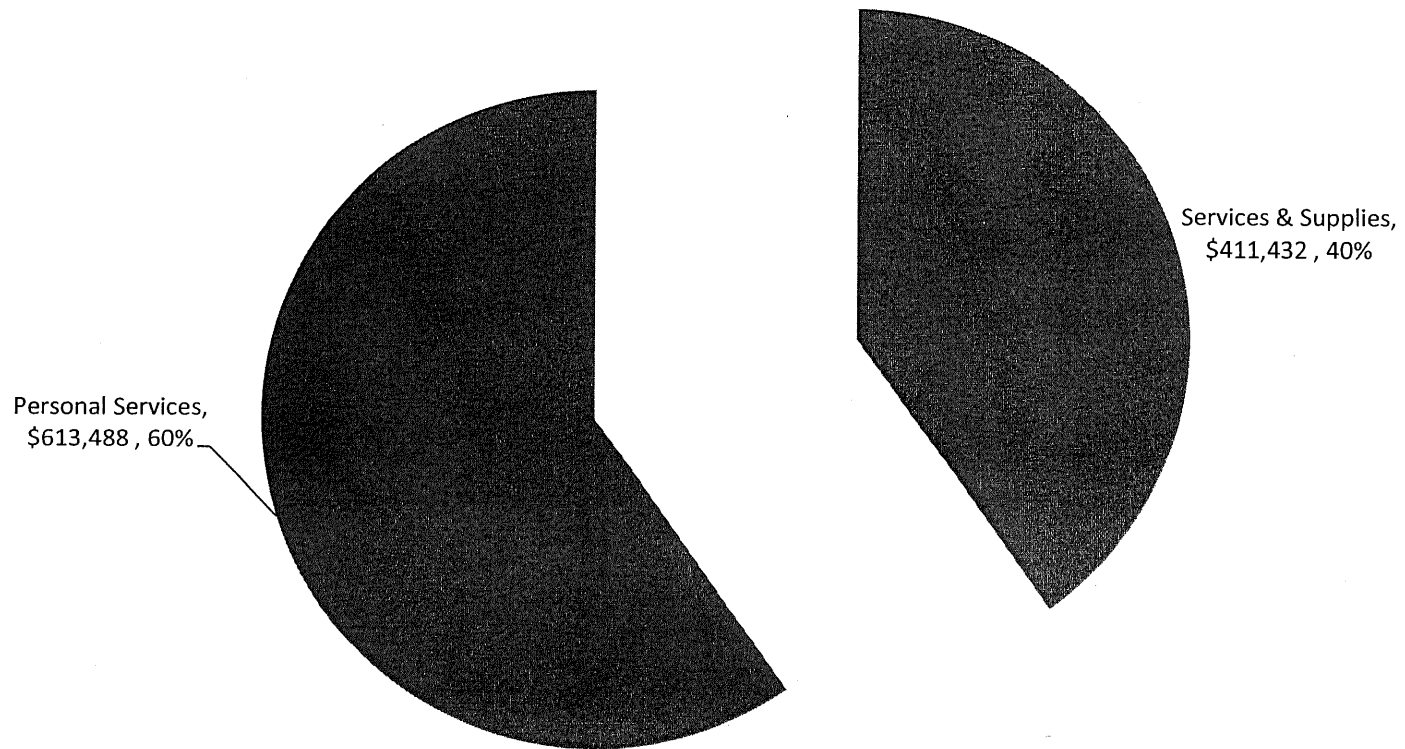
The graph displays the total 2011-2013 expenditure limitation by fund type. The agency is 100% other funded.

\$965,662 Thousand

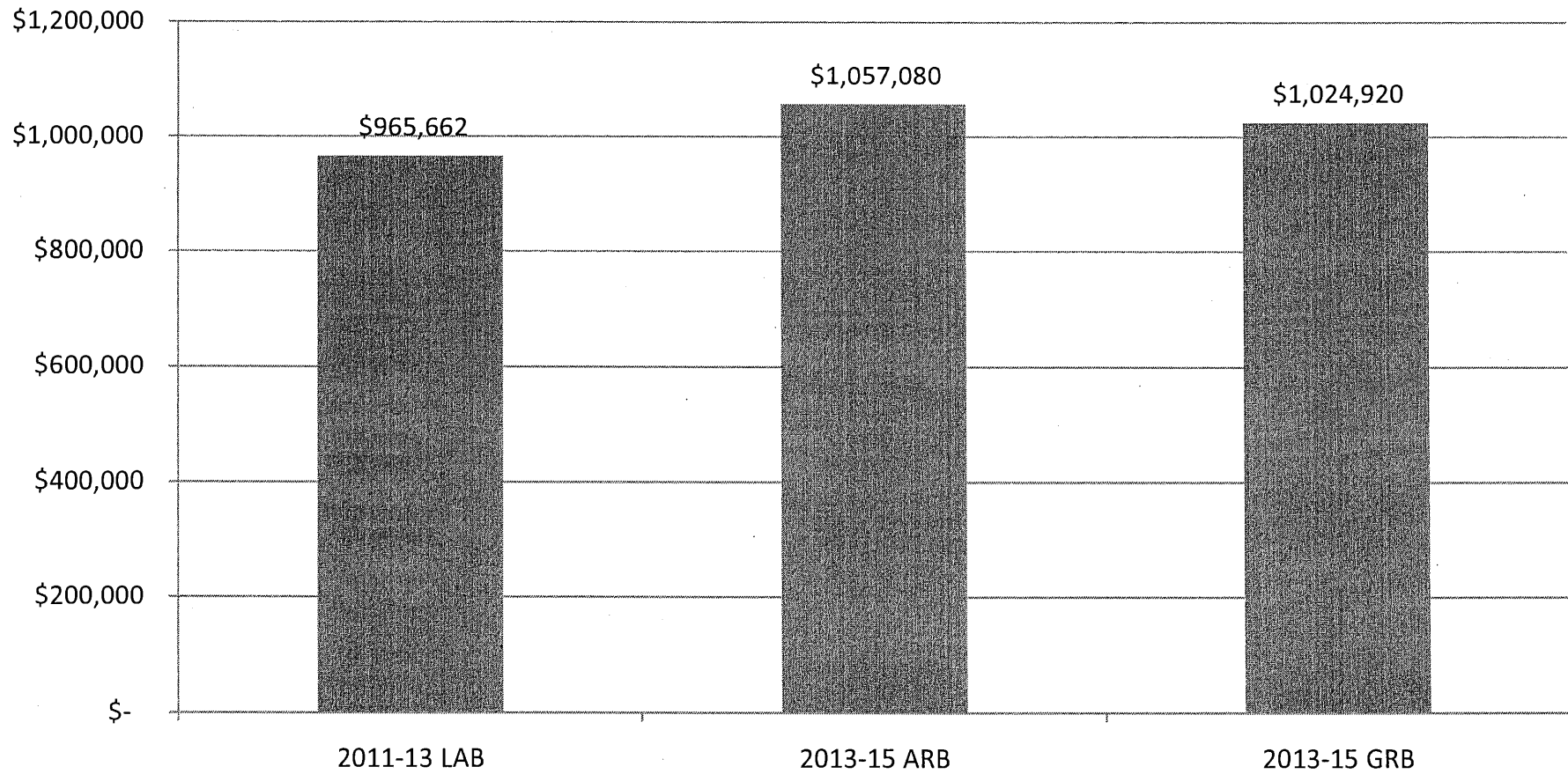
BUDGET NARRATIVE

Oregon Board of Psychologist Examiners

Governor's Balanced Budget 2013-15

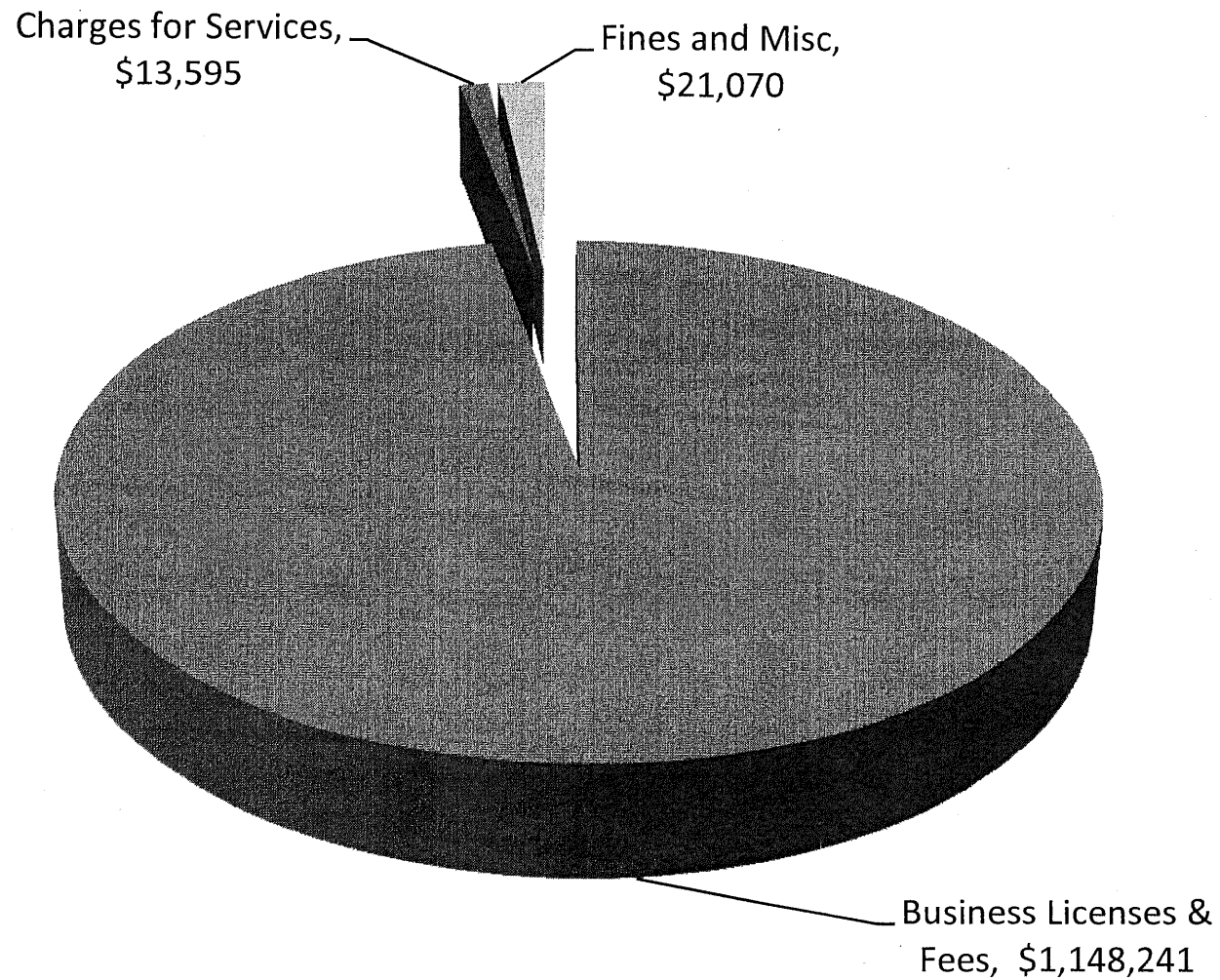


Oregon Board of Psychologist Examiners Budget Version Comparison



Oregon Board of Psychologist Examiners

2013-15 Revenue Sources



OREGON BOARD OF PSYCHOLOGIST EXAMINERS

AGENCY SUMMARY

MISSION STATEMENT & STATUTORY AUTHORITY

The mission of the Oregon Board of Psychologist Examiners is to promote, preserve, and protect the public health and welfare by ensuring the ethical and legal practice of psychology. The Board derives its statutory authority from ORS 675.010 through 675.150 and Oregon Administrative Rules Chapter 858.

OREGON BOARD OF PSYCHOLOGIST EXAMINERS

AGENCY SUMMARY

Oregon Revised Statutes (ORS) are laws enacted by the legislature to provide policy, mandates and permissive laws.

The Board of Psychologist Examiners Statutes:

ORS Chapter 675

ORS 675.010 - 675.150 - PSYCHOLOGISTS

- Defines the practice of psychology
- Licensure requirements and exemptions
- Investigations, enforcement procedures, sanctions & civil penalties
- Powers and structure of the Board

Statutes Pertaining to the Practice of Psychology:

- ORS 40.230, Psychotherapist – Patient Privilege
- ORS 40.252, Communications Revealing Intent to Commit Certain Crimes
- ORS 107.154, Authority of Parent when Other Parent Granted Sole Custody of Child
- ORS 109.672 – 109.695, Rights of Minors
- ORS 124.050 – 124.095, Reporting of Abuse of Elderly Persons
- ORS 137.765 – 137.771, Sexually Violent Dangerous Offenders
- ORS 179.495 – 179.508, Inmate Records
- ORS 192.518 – 192.524, Protected Health Information
See also, HIPAA (45 C.F.R. parts 160 and 164)
- ORS 419B.005 – 419B.050, Reporting of Child Abuse
- ORS 419B.195, Counsel
- ORS Ch. 426, Persons with Mental Illness; Sexually Dangerous Persons
- ORS 430.735 – 430.768, Abuse Reporting for Mentally Ill or Developmentally Disabled Persons
- ORS 609.650 – 609.654, Reporting of Animal Abuse
- **ORS Chapter 676, Health Professionals Generally**

OREGON BOARD OF PSYCHOLOGIST EXAMINERS

AGENCY SUMMARY

The Oregon Administrative Rules (OARs) are an agency's directives, standards, regulations or statements of general applicability that implement, interpret or prescribe law or policy or describe a procedure or practice requirement.

OBPE Administrative Rules (OARs)- Chapter 858

- Division 10 - Procedural Rules - includes educational requirements and application process.
- Division 20 - Complaints, Investigations, and Contested Case Hearings
- Division 30 - Fees
- Division 40 - Continuing Education

** Please note that newly filed rules will not appear on the Oregon Secretary of State Archives Division website for several weeks. Recently filed rules can be found below:*

Rules Effective June 8, 2012

APA Ethical Principles of Psychology and Code of Conduct

Adopted as the code of conduct for psychologists in Oregon (OAR 858-010-0075)

OREGON BOARD OF PSYCHOLOGIST EXAMINERS

AGENCY SUMMARY

SUSTAINABILITY PLAN

Sustainability is pertinent to the Oregon Board of Psychologist Examiners with ability to meet growing demand and service operations while conserving resources and operating more efficiently. The agency is delivering training and professional development for all staff in an effort to conserve resources for future generations.

Current Accomplished:

- Moving all licensees from a December two-year renewal cycle to a Birth month two-year renewal cycle.
- Aligning the continuing education reporting cycle with the licensing renewal cycle.
- Agency rule writing in 2010 which improved mobility for out-of-state psychologists applying for licensure in Oregon
- Agency rule writing in 2009 that enabled approved applicants for licensure to take the Jurisprudence examination anytime after approval.
- Successfully moving from an oral to a written jurisprudence exam.
- Creating a databank of examination items that allow administering the exam four times a year.
- Converting all of the agency forms to Adobe and making them “fill-in-able” for easier completion

Future Goals:

- Public transit – commuter challenge
- Teleconferencing

OREGON BOARD OF PSYCHOLOGIST EXAMINERS

AGENCY SUMMARY

2013-15 SHORT TERM PLAN

Oregon Board of Psychologist Examiners initiatives for 2013-2015 continue to build on existing programs and activities shown to provide measurable and meaningful results while identifying new ways to improve the agency's positive effect on consumers and the professions it regulates. Legislative Concept 0339 modifies ORS 675.090 exemptions to prohibition against practice of psychology or representation as psychologist without license.

OREGON BOARD OF PSYCHOLOGIST EXAMINERS

AGENCY SUMMARY

ENVIRONMENTAL FACTORS

OBPE incorporates the following environmental factors in developing and implementing its strategic plan and agency budget:

- **Population Growth/Migration**

As the state population continues to grow, the demand for qualified practitioners in the professions regulated by the agency continues to grow as well.

- **Performance Measurement**

The statewide initiative to quantify government performance and its effect on the state's quality of living provides the agency with an effective mechanism to measure its progress in key performance areas, based on OBPE's mission and goals.

- **Regulatory Streamlining**

Statewide efforts to make regulation simpler, faster and cheaper for business form the backdrop that influences much of the agency's decision-making process in determining how to best provide services that reduce barriers to practice while retaining public protection standards.

- **Economic Conditions**

While the agency is funded solely by licensee fees and penalties and does not receive general or lottery funds, general statewide economic conditions affect agency operation. Changes to the structure of funding and delivery of health and mental health care may be a significant change to the psychology profession.

- **Professional Development**

Rapid developments in the professions regulated by the agency provide an ongoing challenge to "*stay ahead of the curve*" and to respond quickly and effectively to clarify scope of practice questions for both practitioners and the public. There will be a heightened need for trained practitioners in health and mental wellness fields in the future.

OREGON BOARD OF PSYCHOLOGIST EXAMINERS

AGENCY SUMMARY

CRITERIA FOR 2013-15 BUDGET DEVELOPMENT

The Oregon Board of Psychologist Examiners focused on the costs of operating the board professionally and successfully to ensure the protection of Oregon's public and supporting the continuance of putting Oregonians to work. The agency reviewed and evaluated the cost of agency operations and the need to ensure performance measure excellence and the ability to meet the long-term and short-term goals of the agency. Below is a brief discussion of the criteria used in the 2013-15 agency budget development process.

Cost of Agency Operations

The agency based the 2013-15 budget on the costs associated with operating the board ensure the protection of Oregon's public and supporting the continuance of putting Oregonians to work. Each budgeted line item was thoroughly reviewed and budgeted to meet the needs of the agency and its stakeholders.

Performance Measure Excellence

The Oregon Board of Psychologist Examiners budgeted for the resources needed to ensure the achievement of performance measure excellence.

Long Term and Short Term Goals

The agency took into account the long-term and short-term goals of the agency in the 2013-15 budget.

OREGON BOARD OF PSYCHOLOGIST EXAMINERS

AGENCY SUMMARY

2011-2013 BOARD BUSINESS PLANS

LONG TERM GOAL #1: Assure Oregonians receive professional and ethical psychological services from licensed psychologists. KPM #1 Residency Supervision Satisfaction

1. Determine most effective post-doctoral Residency education and training assuring ethical practice.
 - ✓ Conduct at least four Supervision Orientation workshops.
 - ✓ Coordinate monthly Supervision consultation groups.
 - ✓ Develop on-line Supervision Registry.
 - ✓ Review educational preparation requirements for licensure.
2. Determine most effective pre-licensure screening to assure high quality professional and ethical practice.
 - ✓ Improve the Board's pre-licensure screening for professional competence and ethical behavior
 - ✓ Conduct random follow-up reference check telephone calls.
 - ✓ Develop additional test items for Oregon Jurisprudence Exam "item bank."
 - ✓ Continually review test items for relevance and compliance with current statutes and administrative rules.
 - ✓ Develop the capacity to administer the Oregon Jurisprudence Exam monthly.
3. Improve consumer protection via Licensee/Applicant database and website interface.
 - ✓ Develop plain language documents describing the Board's ORS and OAR requirements
 - ✓ Continue to revise all website communication implementing "plain language" goals
4. Improve OBPE website to improve Licensee/Applicant and compliance with laws and rules.
 - ✓ Continue to revise website communication implementing "plain language" goals.
 - ✓ Develop plain language documents describing the Board's ORS and OAR requirements.
 - ✓ Research potential website links to "best practices" education and documents.
5. Determine most effective method to maintain licensee competence and ethical behavior.

OREGON BOARD OF PSYCHOLOGIST EXAMINERS

AGENCY SUMMARY

- ✓ Develop OBPE sponsored continuing education opportunities.
- ✓ Develop quarterly OBPE sponsored consultation groups.
- ✓ Continue monthly OBPE List Serve updates communication with Licensees/Applicants.
- ✓ Publish OBPE newsletter quarterly.

LONG TERM GOAL #2: Streamline complaint investigation process, and make public information available as soon as possible. KPM #4 Complaint Investigation Timeliness

1. Complete all uncontested case consumer complaint investigations within six months.
 - ✓ Implement weekly monitoring and review of complaint investigation case status.
 - ✓ Continue to utilize Consumer Protection Committee (CPC) to assist staff with investigation focus.
 - ✓ Continue inviting licensees under investigation to meet with full Board.
 - ✓ Continue timely reporting of board actions to national professional and federal databases.
2. Educate consumers by publishing disciplinary action information and statistics on web site.
 - ✓ Publish 'draft' Public Session minutes within one week of Board meeting.
 - ✓ Publish all disciplinary actions on Board web site within five days of action.
 - ✓ Publish newsletter quarterly and post on web site.

LONG TERM GOAL #3: Excellent customer service. KPM #5 Customer Satisfaction

1. Create more user-friendly and efficient interface between Board office and customers.
 - ✓ Implement password protected real time web-based application information for applicants.
 - ✓ Notify applicants of application approval and issue license renewals within three days of meeting requirements.
 - ✓ Continue cross training of staff.
 - ✓ Implement new licensee orientations at least twice per year.
2. Improve Board office response time to consumers and licensees, and the public.
 - ✓ Continue to utilize temporary staff during high volume workload.

OREGON BOARD OF PSYCHOLOGIST EXAMINERS

AGENCY SUMMARY

- ✓ Continue monthly meetings with key stakeholder liaison regarding Board initiatives, actions and policy.
- ✓ Improve consumer and licensee understanding of board processes including the compliant process.
- ✓ Continue cross training of staff, and on going in communication and customer service.

LONG TERM GOAL #4: Regulate in a manner that supports a positive climate in Oregon for the psychology profession. KPM #5 Customer Satisfaction & #6 Board Best Practices

1. Develop strong working relationships with stakeholders

- ✓ Continue to publish Public Session agenda via list serve at least one week prior to Board meetings.
- ✓ Continue to improve efforts of Board transparency.
- ✓ Actively seek comments from consumers and licensees on board operations.
- ✓ Respond quickly and thoroughly to requests for information from customers.
- ✓ Continue to monitor best practice nationally for further opportunities to facilitate mobility

2. Increase Board accessibility to stakeholders

- ✓ Develop additional communication opportunities for stakeholders to meet with Board.
- ✓ Continue regular contacts and informal exchange of views with the professional association.
- ✓ Develop opportunities for Board member or staff to speak at Oregon colleges and universities.
- ✓ Continue Board liaison to professional association meetings.

PARTNERSHIPS

- Association of State and Provincial Psychology Boards (ASPPB)
- Oregon Psychological Association (OPA)
- The Conference on Licensing, Enforcement and Regulation (CLEAR)
- Department of Health and Human Services (federal databases for discipline reporting)
- Other professional associations

OREGON BOARD OF PSYCHOLOGIST EXAMINERS

AGENCY SUMMARY

- Other jurisdiction psychology licensing boards
- Other Oregon health licensing boards

OREGON BOARD OF PSYCHOLOGIST EXAMINERS
AGENCY SUMMARY

MAJOR INFORMATION TECHNOLOGY PROJECTS/INITIATIVES

Major Information Technology Projects \$1,000,000+

The Agency has no major technology projects planned for the 2013-15 biennium.

Information Technology Projects \$150,000+

Currently the Agency has no major technology projects planned for the 2013-15 biennium.

Summary of 2013-15 Biennium Budget

Psychologist Examiners, State Board of
 Psychologist Examiners, State Board of
 2013-15 Biennium

Governor's Budget
 Cross Reference Number: 12200-000-00-00-00000

<i>Description</i>	<i>Positions</i>	<i>Full-Time Equivalent (FTE)</i>	<i>ALL FUNDS</i>	<i>General Fund</i>	<i>Lottery Funds</i>	<i>Other Funds</i>	<i>Federal Funds</i>	<i>Nonlimited Other Funds</i>	<i>Nonlimited Federal Funds</i>
2011-13 Leg Adopted Budget	4	3.50	965,662	-	-	965,662	-	-	-
2011-13 Emergency Boards	-	-	-	-	-	-	-	-	-
2011-13 Leg Approved Budget	4	3.50	965,662	-	-	965,662	-	-	-
2013-15 Base Budget Adjustments									
Net Cost of Position Actions									
Administrative Biennialized E-Board, Phase-Out	-	-	41,944	-	-	41,944	-	-	-
Estimated Cost of Merit Increase	-	-	-	-	-	-	-	-	-
Base Debt Service Adjustment	-	-	-	-	-	-	-	-	-
Base Nonlimited Adjustment	-	-	-	-	-	-	-	-	-
Capital Construction	-	-	-	-	-	-	-	-	-
Subtotal 2013-15 Base Budget	4	3.50	1,007,606	-	-	1,007,606	-	-	-
Essential Packages									
010 - Non-PICS Pers Svc/Vacancy Factor									
Non-PICS Personal Service Increase/(Decrease)	-	-	3,849	-	-	3,849	-	-	-
Subtotal	-	-	3,849	-	-	3,849	-	-	-
020 - Phase In / Out Pgm & One-time Cost									
021 - Phase-in	-	-	-	-	-	-	-	-	-
022 - Phase-out Pgm & One-time Costs	-	-	-	-	-	-	-	-	-
Subtotal	-	-	-	-	-	-	-	-	-
030 - Inflation & Price List Adjustments									
Cost of Goods & Services Increase/(Decrease)	-	-	16,359	-	-	16,359	-	-	-
State Gov't & Services Charges Increase/(Decrease)	-	-	10,867	-	-	10,867	-	-	-
Subtotal	-	-	27,226	-	-	27,226	-	-	-

Summary of 2013-15 Biennium Budget

**Psychologist Examiners, State Board of
Psychologist Examiners, State Board of
2013-15 Biennium**

**Governor's Budget
Cross Reference Number: 12200-000-00-00-00000**

<i>Description</i>	<i>Positions</i>	<i>Full-Time Equivalent (FTE)</i>	<i>ALL FUNDS</i>	<i>General Fund</i>	<i>Lottery Funds</i>	<i>Other Funds</i>	<i>Federal Funds</i>	<i>Nonlimited Other Funds</i>	<i>Nonlimited Federal Funds</i>
040 - Mandated Caseload									
040 - Mandated Caseload	-	-	-	-	-	-	-	-	-
050 - Fundshifts and Revenue Reductions									
050 - Fundshifts	-	-	-	-	-	-	-	-	-
060 - Technical Adjustments									
060 - Technical Adjustments	-	-	-	-	-	-	-	-	-
Subtotal: 2013-15 Current Service Level	4	3.50	1,038,681	-	-	1,038,681	-	-	-

Summary of 2013-15 Biennium Budget

Psychologist Examiners, State Board of
 Psychologist Examiners, State Board of
 2013-15 Biennium

Governor's Budget
 Cross Reference Number: 12200-000-00-00-00000

<i>Description</i>	<i>Positions</i>	<i>Full-Time Equivalent (FTE)</i>	<i>ALL FUNDS</i>	<i>General Fund</i>	<i>Lottery Funds</i>	<i>Other Funds</i>	<i>Federal Funds</i>	<i>Nonlimited Other Funds</i>	<i>Nonlimited Federal Funds</i>
Subtotal: 2013-15 Current Service Level	4	3.50	1,038,681	-	-	1,038,681	-	-	-
070 - Revenue Reductions/Shortfall									
070 - Revenue Shortfalls	-	-	-	-	-	-	-	-	-
Modified 2013-15 Current Service Level	4	3.50	1,038,681	-	-	1,038,681	-	-	-
080 - E-Boards									
081 - May 2012 E-Board	-	-	-	-	-	-	-	-	-
082 - September 2012 E-Board	-	-	-	-	-	-	-	-	-
083 - December 2012 E-Board	-	-	-	-	-	-	-	-	-
Subtotal Emergency Board Packages	-	-	-	-	-	-	-	-	-
Policy Packages									
090 - Analyst Adjustments	-	-	-	-	-	-	-	-	-
091 - Statewide Administrative Savings	-	-	-	-	-	-	-	-	-
092 - PERS Taxation Policy	-	-	(1,531)	-	-	(1,531)	-	-	-
093 - Other PERS Adjustments	-	-	(12,230)	-	-	(12,230)	-	-	-
Subtotal Policy Packages	-	-	(13,761)	-	-	(13,761)	-	-	-
Total 2013-15 Governor's Budget	4	3.50	1,024,920	-	-	1,024,920	-	-	-
Percentage Change From 2011-13 Leg Approved Budget	-	-	6.10%	-	-	6.10%	-	-	-
Percentage Change From 2013-15 Current Service Level	-	-	-1.30%	-	-	-1.30%	-	-	-

Summary of 2013-15 Biennium Budget

Psychologist Examiners, State Board of
Psychologists Examiners, State Board of
2013-15 Biennium

Governor's Budget
Cross Reference Number: 12200-001-00-00-00000

<i>Description</i>	<i>Positions</i>	<i>Full-Time Equivalent (FTE)</i>	<i>ALL FUNDS</i>	<i>General Fund</i>	<i>Lottery Funds</i>	<i>Other Funds</i>	<i>Federal Funds</i>	<i>Nonlimited Other Funds</i>	<i>Nonlimited Federal Funds</i>
2011-13 Leg Adopted Budget	4	3.50	965,662	-	-	965,662	-	-	-
2011-13 Emergency Boards	-	-	-	-	-	-	-	-	-
2011-13 Leg Approved Budget	4	3.50	965,662	-	-	965,662	-	-	-
2013-15 Base Budget Adjustments									
Net Cost of Position Actions									
Administrative Biennialized E-Board, Phase-Out	-	-	41,944	-	-	41,944	-	-	-
Estimated Cost of Merit Increase	-	-	-	-	-	-	-	-	-
Base Debt Service Adjustment	-	-	-	-	-	-	-	-	-
Base Nonlimited Adjustment	-	-	-	-	-	-	-	-	-
Capital Construction	-	-	-	-	-	-	-	-	-
Subtotal 2013-15 Base Budget	4	3.50	1,007,606	-	-	1,007,606	-	-	-
Essential Packages									
010 - Non-PICS Pers Svc/Vacancy Factor									
Non-PICS Personal Service Increase/(Decrease)	-	-	3,849	-	-	3,849	-	-	-
Subtotal	-	-	3,849	-	-	3,849	-	-	-
020 - Phase In / Out Pgm & One-time Cost									
021 - Phase-in	-	-	-	-	-	-	-	-	-
022 - Phase-out Pgm & One-time Costs	-	-	-	-	-	-	-	-	-
Subtotal	-	-	-	-	-	-	-	-	-
030 - Inflation & Price List Adjustments									
Cost of Goods & Services Increase/(Decrease)	-	-	16,359	-	-	16,359	-	-	-
State Gov't & Services Charges Increase/(Decrease)	-	-	10,867	-	-	10,867	-	-	-
Subtotal	-	-	27,226	-	-	27,226	-	-	-

Summary of 2013-15 Biennium Budget

Psychologist Examiners, State Board of
 Psychologists Examiners, State Board of
 2013-15 Biennium

Governor's Budget
 Cross Reference Number: 12200-001-00-00-00000

<i>Description</i>	<i>Positions</i>	<i>Full-Time Equivalent (FTE)</i>	<i>ALL FUNDS</i>	<i>General Fund</i>	<i>Lottery Funds</i>	<i>Other Funds</i>	<i>Federal Funds</i>	<i>Nonlimited Other Funds</i>	<i>Nonlimited Federal Funds</i>
040 - Mandated Caseload									
040 - Mandated Caseload	-	-	-	-	-	-	-	-	-
050 - Fundshifts and Revenue Reductions									
050 - Fundshifts	-	-	-	-	-	-	-	-	-
060 - Technical Adjustments									
060 - Technical Adjustments	-	-	-	-	-	-	-	-	-
Subtotal: 2013-15 Current Service Level	4	3.50	1,038,681	-	-	1,038,681	-	-	-

Summary of 2013-15 Biennium Budget

Psychologist Examiners, State Board of
Psychologists Examiners, State Board of
2013-15 Biennium

Governor's Budget
Cross Reference Number: 12200-001-00-00-00000

<i>Description</i>	<i>Positions</i>	<i>Full-Time Equivalent (FTE)</i>	<i>ALL FUNDS</i>	<i>General Fund</i>	<i>Lottery Funds</i>	<i>Other Funds</i>	<i>Federal Funds</i>	<i>Nonlimited Other Funds</i>	<i>Nonlimited Federal Funds</i>
Subtotal: 2013-15 Current Service Level	4	3.50	1,038,681	-	-	1,038,681	-	-	-
070 - Revenue Reductions/Shortfall									
070 - Revenue Shortfalls	-	-	-	-	-	-	-	-	-
Modified 2013-15 Current Service Level	4	3.50	1,038,681	-	-	1,038,681	-	-	-
080 - E-Boards									
081 - May 2012 E-Board	-	-	-	-	-	-	-	-	-
082 - September 2012 E-Board	-	-	-	-	-	-	-	-	-
083 - December 2012 E-Board	-	-	-	-	-	-	-	-	-
Subtotal Emergency Board Packages	-	-	-	-	-	-	-	-	-
Policy Packages									
090 - Analyst Adjustments	-	-	-	-	-	-	-	-	-
091 - Statewide Administrative Savings	-	-	-	-	-	-	-	-	-
092 - PERS Taxation Policy	-	-	(1,531)	-	-	(1,531)	-	-	-
093 - Other PERS Adjustments	-	-	(12,230)	-	-	(12,230)	-	-	-
Subtotal Policy Packages	-	-	(13,761)	-	-	(13,761)	-	-	-
Total 2013-15 Governor's Budget	4	3.50	1,024,920	-	-	1,024,920	-	-	-
Percentage Change From 2011-13 Leg Approved Budget	-	-	6.10%	-	-	6.10%	-	-	-
Percentage Change From 2013-15 Current Service Level	-	-	-1.30%	-	-	-1.30%	-	-	-

Psychologist Examiners, State Board of

Agency Number: 12200

**Agencywide Appropriated Fund Group
2013-15 Biennium**

Version: Y - 01 - Governor's Budget

Description	2009-11 Actuals	2011-13 Leg Adopted Budget	2011-13 Leg Approved Budget	2013-15 Agency Request Budget	2013-15 Governor's Budget	2013-15 Leg Adopted Budget
LIMITED BUDGET (Excluding Packages)						
Other Funds	883,233	965,662	965,662	1,010,044	1,007,606	-
AUTHORIZED POSITIONS	4	4	4	4	4	-
AUTHORIZED FTE	4.00	3.50	3.50	3.50	3.50	-
LIMITED BUDGET (Essential Packages)						
010-NON-PICS PSNL SVC / VACANCY FACTOR						
Other Funds	-	-	-	3,849	3,849	-
031-STANDARD INFLATION						
Other Funds	-	-	-	43,187	27,226	-
TOTAL LIMITED BUDGET (Essential Packages)						
Other Funds	-	-	-	47,036	31,075	-
LIMITED BUDGET (Current Service Level)						
Other Funds	883,233	965,662	965,662	1,057,080	1,038,681	-
AUTHORIZED POSITIONS	4	4	4	4	4	-
AUTHORIZED FTE	4.00	3.50	3.50	3.50	3.50	-
LIMITED BUDGET (Policy Packages)						
092-PERS TAXATION POLICY- RANK 0 - 001-00-00-00000						
Other Funds	-	-	-	-	(1,531)	-
093-OTHER PERS ADJUSTMENTS- RANK 0 - 001-00-00-00000						
Other Funds	-	-	-	-	(12,230)	-
TOTAL LIMITED BUDGET (Policy Packages)						
Other Funds	-	-	-	-	(13,761)	-
TOTAL LIMITED BUDGET (Including Packages)						
Other Funds	883,233	965,662	965,662	1,057,080	1,024,920	-

Agency Request
2013-15 Biennium

Governor's Budget
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Legislatively Adopted
Agencywide Appropriated Fund Group - BPR001

Psychologist Examiners, State Board of

Agency Number: 12200

**Agencywide Appropriated Fund Group
2013-15 Biennium**

Version: Y - 01 - Governor's Budget

Description	2009-11 Actuals	2011-13 Leg Adopted Budget	2011-13 Leg Approved Budget	2013-15 Agency Request Budget	2013-15 Governor's Budget	2013-15 Leg Adopted Budget
AUTHORIZED POSITIONS	4	4	4	4	4	-
AUTHORIZED FTE	4.00	3.50	3.50	3.50	3.50	-
OPERATING BUDGET (Excluding Packages)						
Other Funds	883,233	965,662	965,662	1,010,044	1,007,606	-
AUTHORIZED POSITIONS	4	4	4	4	4	-
AUTHORIZED FTE	4.00	3.50	3.50	3.50	3.50	-
OPERATING BUDGET (Essential Packages)						
010-NON-PICS PSNL SVC / VACANCY FACTOR						
Other Funds	-	-	-	3,849	3,849	-
031-STANDARD INFLATION						
Other Funds	-	-	-	43,187	27,226	-
TOTAL OPERATING BUDGET (Essential Packages)						
Other Funds	-	-	-	47,036	31,075	-
OPERATING BUDGET (Current Service Level)						
Other Funds	883,233	965,662	965,662	1,057,080	1,038,681	-
AUTHORIZED POSITIONS	4	4	4	4	4	-
AUTHORIZED FTE	4.00	3.50	3.50	3.50	3.50	-
OPERATING BUDGET (Policy Packages)						
092-PERS TAXATION POLICY- RANK 0 - 001-00-00-00000						
Other Funds	-	-	-	-	(1,531)	-
093-OTHER PERS ADJUSTMENTS- RANK 0 - 001-00-00-00000						
Other Funds	-	-	-	-	(12,230)	-
TOTAL OPERATING BUDGET (Policy Packages)						
Other Funds	-	-	-	-	(13,761)	-

____ Agency Request
2013-15 Biennium

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____ Legislatively Adopted
Agencywide Appropriated Fund Group - BPR001

Psychologist Examiners, State Board of

Agency Number: 12200

**Agencywide Appropriated Fund Group
2013-15 Biennium**

Version: Y - 01 - Governor's Budget

Description	2009-11 Actuals	2011-13 Leg Adopted Budget	2011-13 Leg Approved Budget	2013-15 Agency Request Budget	2013-15 Governor's Budget	2013-15 Leg Adopted Budget
TOTAL OPERATING BUDGET (Including Packages)						
Other Funds	883,233	965,662	965,662	1,057,080	1,024,920	-
AUTHORIZED POSITIONS	4	4	4	4	4	-
AUTHORIZED FTE	4.00	3.50	3.50	3.50	3.50	-
TOTAL BUDGET (Excluding Packages)						
Other Funds	883,233	965,662	965,662	1,010,044	1,007,606	-
AUTHORIZED POSITIONS	4	4	4	4	4	-
AUTHORIZED FTE	4.00	3.50	3.50	3.50	3.50	-
TOTAL BUDGET (Essential Packages)						
010-NON-PICS PSNL SVC / VACANCY FACTOR						
Other Funds	-	-	-	3,849	3,849	-
031-STANDARD INFLATION						
Other Funds	-	-	-	43,187	27,226	-
TOTAL BUDGET (Essential Packages)						
Other Funds	-	-	-	47,036	31,075	-
TOTAL BUDGET (Current Service Level)						
Other Funds	883,233	965,662	965,662	1,057,080	1,038,681	-
AUTHORIZED POSITIONS	4	4	4	4	4	-
AUTHORIZED FTE	4.00	3.50	3.50	3.50	3.50	-
TOTAL BUDGET (Policy Packages)						
092-PERS TAXATION POLICY- RANK 0 - 001-00-00-00000						
Other Funds	-	-	-	-	(1,531)	-
093-OTHER PERS ADJUSTMENTS- RANK 0 - 001-00-00-00000						
Other Funds	-	-	-	-	(12,230)	-

Agency Request
2013-15 Biennium

Governor's Budget
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Legislatively Adopted
Agencywide Appropriated Fund Group - BPR001

Psychologist Examiners, State Board of

Agency Number: 12200

Agencywide Appropriated Fund Group
2013-15 Biennium

Version: Y - 01 - Governor's Budget

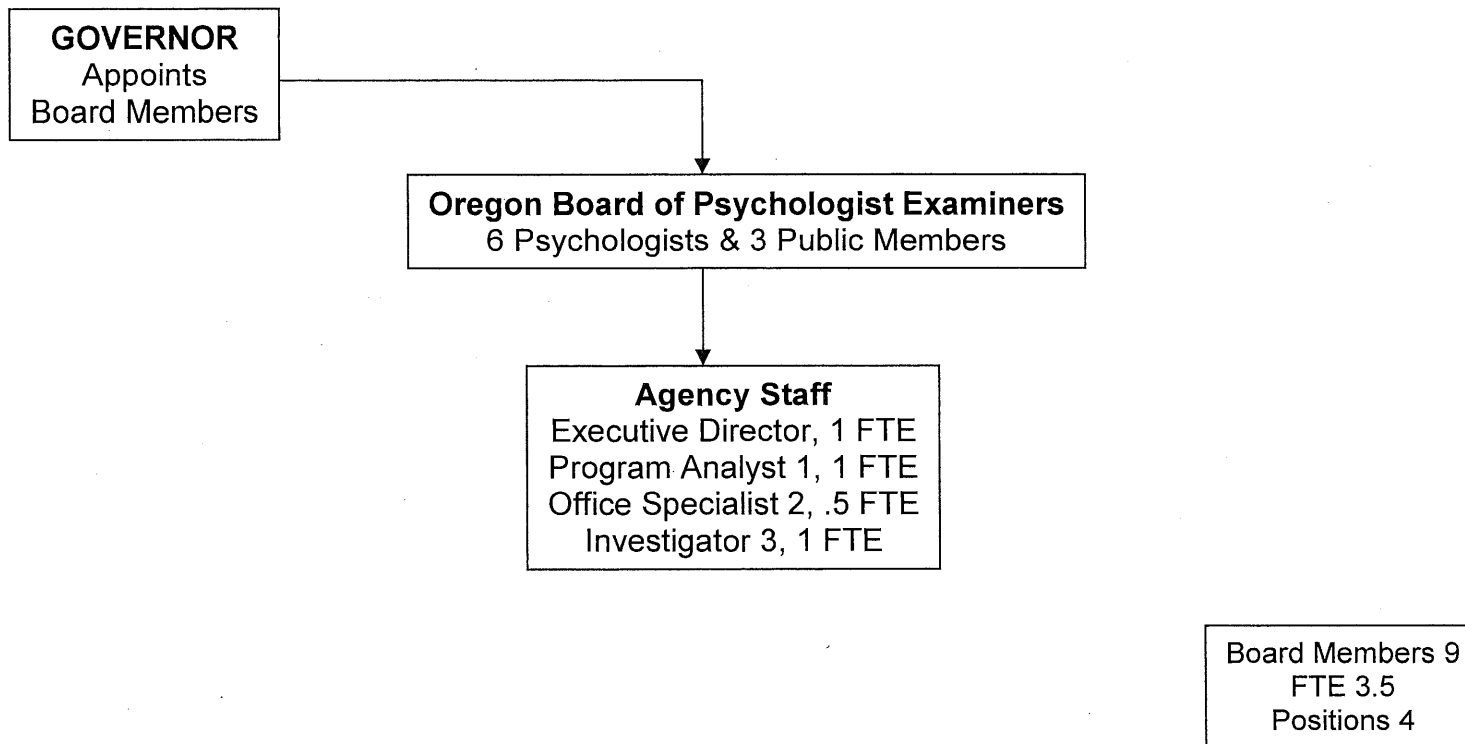
Description	2009-11 Actuals	2011-13 Leg Adopted Budget	2011-13 Leg Approved Budget	2013-15 Agency Request Budget	2013-15 Governor's Budget	2013-15 Leg Adopted Budget
TOTAL BUDGET (Policy Packages)						
Other Funds	-	-	-	-	(13,761)	-
TOTAL BUDGET (Including Packages)						
Other Funds	883,233	965,662	965,662	1,057,080	1,024,920	-
AUTHORIZED POSITIONS	4	4	4	4	4	-
AUTHORIZED FTE	4.00	3.50	3.50	3.50	3.50	-

REDUCTION OPTIONS

ACTIVITY OR PROGRAM	DESCRIBE REDUCTION	AMOUNT AND FUND TYPE	RANK AND JUSTIFICATION
AGENCY TRAVEL	Agency travel: decreased ability for national networking and in-person board meetings. Reduces agency effectiveness in the medium term.	\$6,000 (OF)	1
PROFESSIONAL SERVICES	Professional and IT professional services. Difficulty meeting deadlines and delay in or elimination of agency records maintenance	\$20,000 (OF)	2
OFFICE EXPENSES	Office and telecommunication services. Will inhibit support of agency projects and Board initiatives.	\$5,500 (OF)	3
AG LEGAL FEES	Decreased ability to pursue contested cases; however the reduction is small enough to retain a credible deterrent	\$42,000 (OF)	4
PERSONAL SERVICES	Will negatively affect compliance with state & federal reporting and administrative requirements. Will reduce ability to support Board initiatives.	\$36,018 (OF)	5

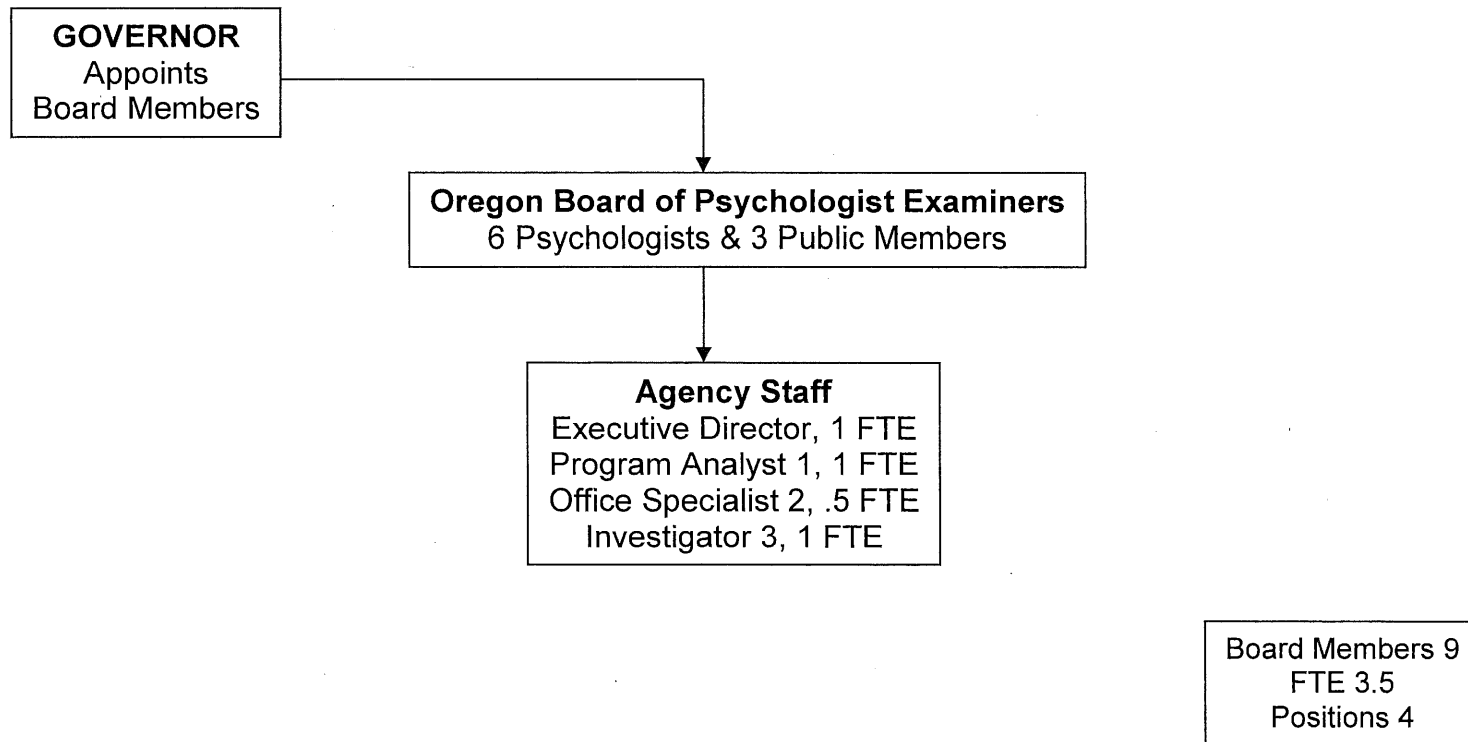
**OREGON BOARD OF PSYCHOLOGIST EXAMINERS
AGENCY SUMMARY**

**2013-15 Governor's Balanced Budget
Organization Chart**



**OREGON BOARD OF PSYCHOLOGIST EXAMINERS
AGENCY SUMMARY**

2011-13 LAB Organization Chart



Psychologist Examiners, State Board of

Agency Number: 12200

**Agencywide Program Unit Summary
2013-15 Biennium**

Version: Y - 01 - Governor's Budget

Summary Cross Reference Number	Cross Reference Description	2009-11 Actuals	2011-13 Leg Adopted Budget	2011-13 Leg Approved Budget	2013-15 Agency Request Budget	2013-15 Governor's Budget	2013-15 Leg Adopted Budget
001-00-00-00000	Psychologists Examiners, State Board of						
	Other Funds	883,233	965,662	965,662	1,057,080	1,024,920	-
TOTAL AGENCY							
	Other Funds	883,233	965,662	965,662	1,057,080	1,024,920	-

OREGON BOARD OF PSYCHOLOGIST EXAMINERS

REVENUE

REVENUE FORECAST

Sources

The Oregon Board of Psychologist Examiners is wholly Other Funds supported from licensing fees, applications, examinations, and other miscellaneous sources, including civil penalties and sales of publications. Interest earned on agency funds accrues to the General Fund and thus does not constitute an income source for the agency.

General Limitations on Use

The Board's revenues are funds dedicated under ORS 675.140 to carry out the administrative and regulatory functions of the Board. ORS 675.115 requires the Board not to establish fees or charges in excess of the cost for which the fee or charge is established. The Board complies with this statute.

Basis for 2009-2011 Biennium Revenue Estimates

The revenue forecast is predominantly based on two factors, a conservative assumption of slow growth in the number of licensees, and implementation of criminal background check fees in accordance with the process established by the Oregon State Police (OSP). The criminal background check fees are entirely a pass-through item, offset by the equivalent amount to paid by the agency to OSP.

The Board utilized a four-year analysis looking toward both the 2013-2015 and the 2015-2017. The 2013-2015 revenue picture thus includes an assumption of a continued licensure renewal fee (two-year fee) of \$750. With this approach, stable funding of proposed policy packages can be sustained through the 2011-13 biennium. The budget strategy entails reduction of the Board's fund balance to a 6-7 month reserve by the end of the 2013-15 biennium.

Ninety-eight percent of the Board's budget is based on fees for licensure renewals, permits, applications and examinations. The reminder is revenue received from civil penalties and miscellaneous service charges. With respect to the major source of revenue, the licensure renewal fee, the budget proposal assumes a very conservative 2% growth assumption, consistent with the steady slow growth of licensees over several biennia. A specific revenue detail follows in chart format.

REVENUE ESTIMATE REPORT - Other Funds

Biennium: 2013-15

Other Fund Revenue Source	SCR(s) Affected	ORBITS Revenue Acct	Type	2009-11 Actuals	2011-13 Leg Adopted	to date		2011-13 Actuals to Date	2011-13 projected	2013-15 Beginning Balance	2013-15 Rate	2013-15 Number of Units	2013-15 Estimate	Cash flow*	Funds which program	Dedicated to specific program?	Methodology
						2011-13 Rate	2011-13 Number of Units										
License Fees	1 0205	Fee		\$1,123,182	\$1,024,875	\$557	821	\$457,394	\$1,097,744	\$620,661	\$557	2,060	\$1,148,241	Monthly revenue cash flows are relatively steady due to the birth month renewal schedule.	N/A	N	2011-13 projection was calculated based on category monthly averages for biennium to date. 2013-15 estimate was projected using 4.6% 5-year average increase in licensees.
Services	1 0410	Charge for Service		\$9,743	\$8,000	\$38	144	\$5,415	\$12,997	\$620,661	\$38	361	\$13,595	Monthly revenue cash flows are fairly consistent depending on public demand	N/A	N	2011-13 projection was calculated based on category monthly averages for biennium to date. 2013-15 estimate was projected using 4.6% 5-year average increase in licensees.
Fines	1 0505	Other		\$13,000	\$40,000	\$500	2	\$1,000	\$20,000	\$620,661	\$500	42	\$20,920	Monthly revenue cash flows can be inconsistent; depends on Board issued civil penalties	N/A	N	2011-13 projection is based on a review of investigations in queue. This figure is very difficult to predict. 2013-15 estimate was projected using 4.6% 5-year average increase in licensees.

*When does this revenue typically arrive? Once a year (if yes, give timeframe), seasonally (if yes, give seasonal peaks)?

**Comments: if the revenue comes from a fee, what is the basis for the fee (e.g. who pays)? Has the population of payers increased or decreased? Are there market forces that may reduce or increase the number of payers and is this expected to continue? Please provide the same kind of information for charges for services.

Note: Shaded columns are reported on the Revenue reporting form in the budget binder (107BF07).

Psychologist Examiners, State Board of

Agency Number: 12200

**Agencywide Revenues and Disbursements Summary
2013-15 Biennium**

Version: Y-01-Governor's Budget

<i>Description</i>	<i>2009-11 Actuals</i>	<i>2011-13 Leg Adopted Budget</i>	<i>2011-13 Leg Approved Budget</i>	<i>2013-15 Agency Request Budget</i>	<i>2013-15 Governor's Budget</i>	<i>2013-15 Leg Adopted Budget</i>
BEGINNING BALANCE						
0025 Beginning Balance						
Other Funds	192,763	233,368	233,368	340,831	340,831	-
0030 Beginning Balance Adjustment						
Other Funds	-	-	-	222,214	222,214	-
TOTAL BEGINNING BALANCE						
Other Funds	192,763	233,368	233,368	563,045	563,045	-
REVENUE CATEGORIES						
LICENSES AND FEES						
0205 Business Lic and Fees						
Other Funds	1,123,182	1,024,875	1,024,875	1,148,241	1,148,241	-
CHARGES FOR SERVICES						
0410 Charges for Services						
Other Funds	9,743	8,000	8,000	13,595	13,595	-
FINES, RENTS AND ROYALTIES						
0505 Fines and Forfeitures						
Other Funds	13,000	40,000	40,000	20,920	20,920	-
SALES INCOME						
0705 Sales Income						
Other Funds	127	250	250	150	150	-
TOTAL REVENUES						

____ Agency Request
2013-15 Biennium

____ Governor's Budget
Page _____

____ Legislatively Adopted
Agencywide Revenues and Disbursements Summary - BPR011

Psychologist Examiners, State Board of

Agency Number: 12200

**Agencywide Revenues and Disbursements Summary
2013-15 Biennium**

Version: Y-01-Governor's Budget

<i>Description</i>	<i>2009-11 Actuals</i>	<i>2011-13 Leg Adopted Budget</i>	<i>2011-13 Leg Approved Budget</i>	<i>2013-15 Agency Request Budget</i>	<i>2013-15 Governor's Budget</i>	<i>2013-15 Leg Adopted Budget</i>
Other Funds	1,146,052	1,073,125	1,073,125	1,182,906	1,182,906	-
AVAILABLE REVENUES						
Other Funds	1,338,815	1,306,493	1,306,493	1,745,951	1,745,951	-
EXPENDITURES						
Other Funds	883,233	965,662	965,662	1,057,080	1,024,920	-
ENDING BALANCE						
Other Funds	455,582	340,831	340,831	688,871	721,031	-

Psychologist Examiners, State Board of

Agency Number: 12200

Program Unit Appropriated Fund Group and Category Summary
 2013-15 Biennium
 Psychologists Examiners, State Board of

Version: Y - 01 - Governor's Budget
 Cross Reference Number: 12200-001-00-00-00000

Description	2009-11 Actuals	2011-13 Leg Adopted Budget	2011-13 Leg Approved Budget	2013-15 Agency Request Budget	2013-15 Governor's Budget	2013-15 Leg Adopted Budget
LIMITED BUDGET (Excluding Packages)						
PERSONAL SERVICES						
Other Funds	535,374	581,456	581,456	625,838	623,400	-
SERVICES & SUPPLIES						
Other Funds	347,859	384,206	384,206	384,206	384,206	-
TOTAL LIMITED BUDGET (Excluding Packages)						
Other Funds	883,233	965,662	965,662	1,010,044	1,007,606	-
AUTHORIZED POSITIONS	4	4	4	4	4	-
AUTHORIZED FTE	4.00	3.50	3.50	3.50	3.50	-
LIMITED BUDGET (Essential Packages)						
010 NON-PICS PSNL SVC / VACANCY FACTOR						
PERSONAL SERVICES						
Other Funds	-	-	-	3,849	3,849	-
031 STANDARD INFLATION						
SERVICES & SUPPLIES						
Other Funds	-	-	-	43,187	27,226	-
TOTAL LIMITED BUDGET (Essential Packages)						
Other Funds	-	-	-	47,036	31,075	-
LIMITED BUDGET (Current Service Level)						
Other Funds	883,233	965,662	965,662	1,057,080	1,038,681	-
AUTHORIZED POSITIONS	4	4	4	4	4	-

____ Agency Request
 2013-15 Biennium

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____ Legislatively Adopted
 Program Unit Appropriated Fund and Category Summary- BPR007A

Psychologist Examiners, State Board of

Agency Number: 12200

Program Unit Appropriated Fund Group and Category Summary
 2013-15 Biennium
 Psychologists Examiners, State Board of

Version: Y - 01 - Governor's Budget
 Cross Reference Number: 12200-001-00-00-00000

Description	2009-11 Actuals	2011-13 Leg Adopted Budget	2011-13 Leg Approved Budget	2013-15 Agency Request Budget	2013-15 Governor's Budget	2013-15 Leg Adopted Budget
AUTHORIZED FTE	4.00	3.50	3.50	3.50	3.50	-
LIMITED BUDGET (Policy Packages)						
PRIORITY 0						
092 PERS TAXATION POLICY						
PERSONAL SERVICES						
Other Funds	-	-	-	-	(1,531)	-
093 OTHER PERS ADJUSTMENTS						
PERSONAL SERVICES						
Other Funds	-	-	-	-	(12,230)	-
TOTAL LIMITED BUDGET (Policy Packages)						
Other Funds	-	-	-	-	(13,761)	-
TOTAL LIMITED BUDGET (Including Packages)						
Other Funds	883,233	965,662	965,662	1,057,080	1,024,920	-
AUTHORIZED POSITIONS	4	4	4	4	4	-
AUTHORIZED FTE	4.00	3.50	3.50	3.50	3.50	-
OPERATING BUDGET						
Other Funds	883,233	965,662	965,662	1,057,080	1,024,920	-
AUTHORIZED POSITIONS	4	4	4	4	4	-
AUTHORIZED FTE	4.00	3.50	3.50	3.50	3.50	-
TOTAL BUDGET						
Other Funds	883,233	965,662	965,662	1,057,080	1,024,920	-

____ Agency Request
 2013-15 Biennium

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____ Legislatively Adopted
 Program Unit Appropriated Fund and Category Summary- BPR007A

Psychologist Examiners, State Board of

Agency Number: 12200

Program Unit Appropriated Fund Group and Category Summary

Version: Y - 01 - Governor's Budget

2013-15 Biennium

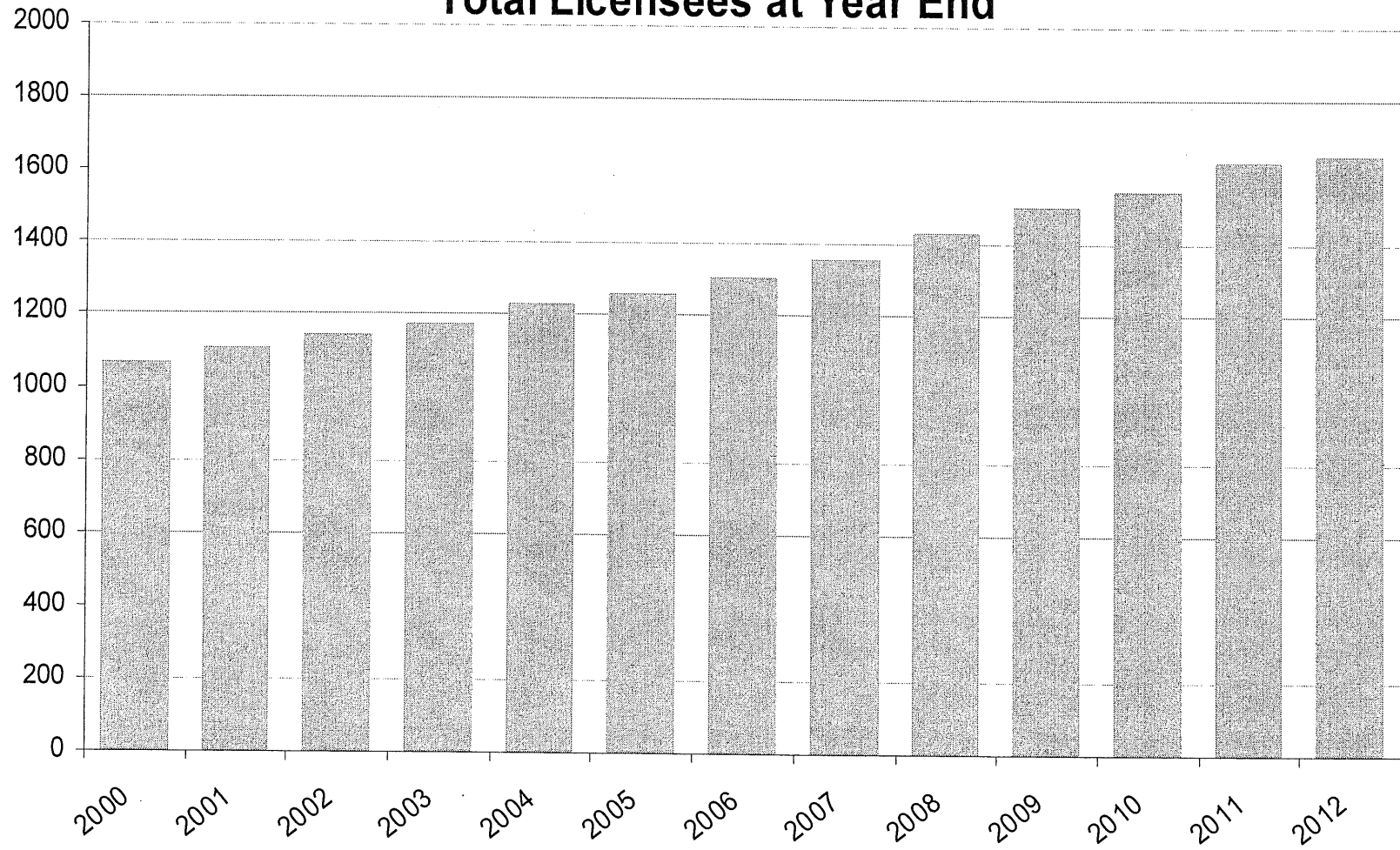
Cross Reference Number: 12200-001-00-00-00000

Psychologists Examiners, State Board of

Description	2009-11 Actuals	2011-13 Leg Adopted Budget	2011-13 Leg Approved Budget	2013-15 Agency Request Budget	2013-15 Governor's Budget	2013-15 Leg Adopted Budget
AUTHORIZED POSITIONS	4	4	4	4	4	-
AUTHORIZED FTE	4.00	3.50	3.50	3.50	3.50	-

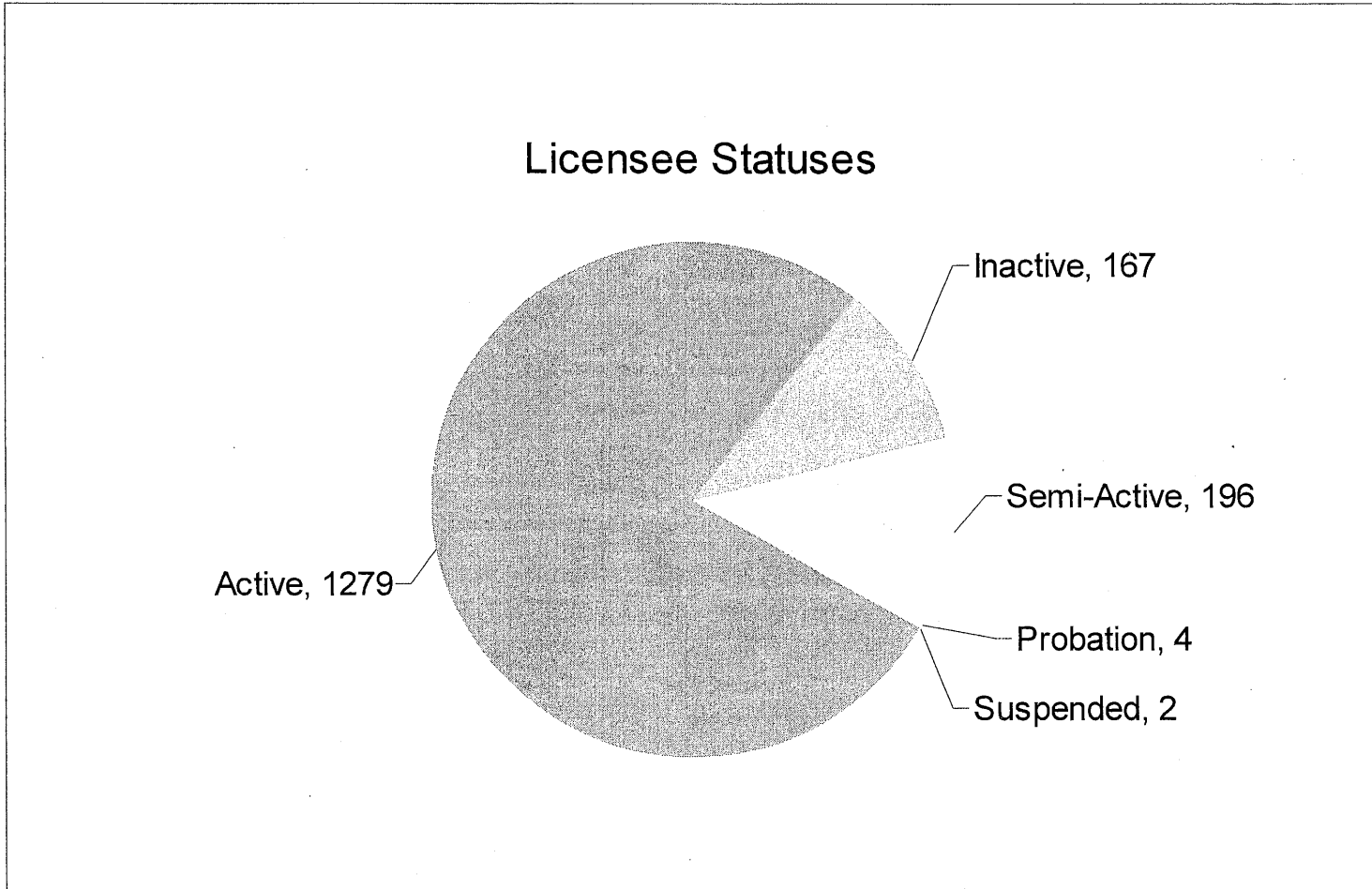
Oregon Board of Psychologist Examiners

Total Licensees at Year End

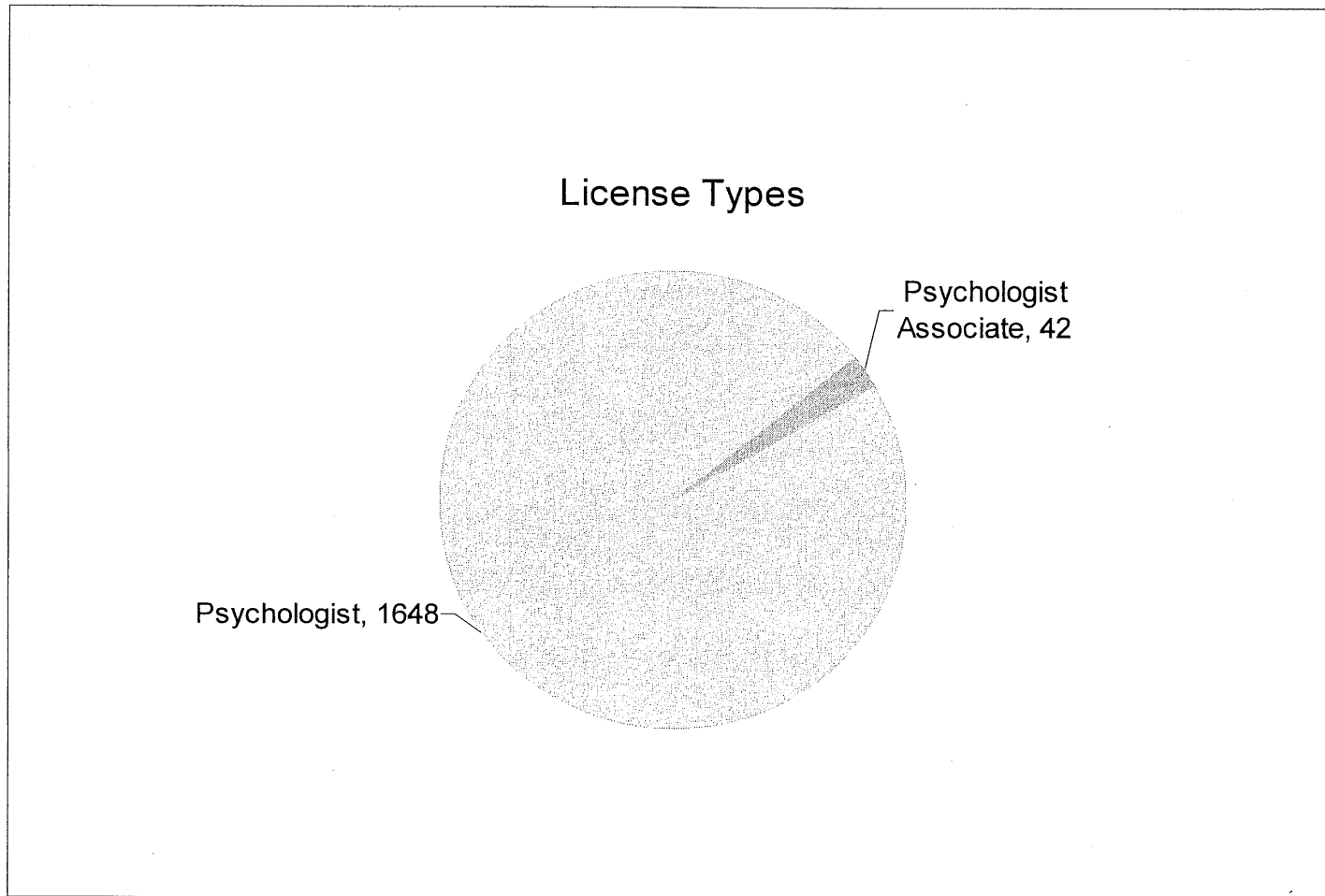


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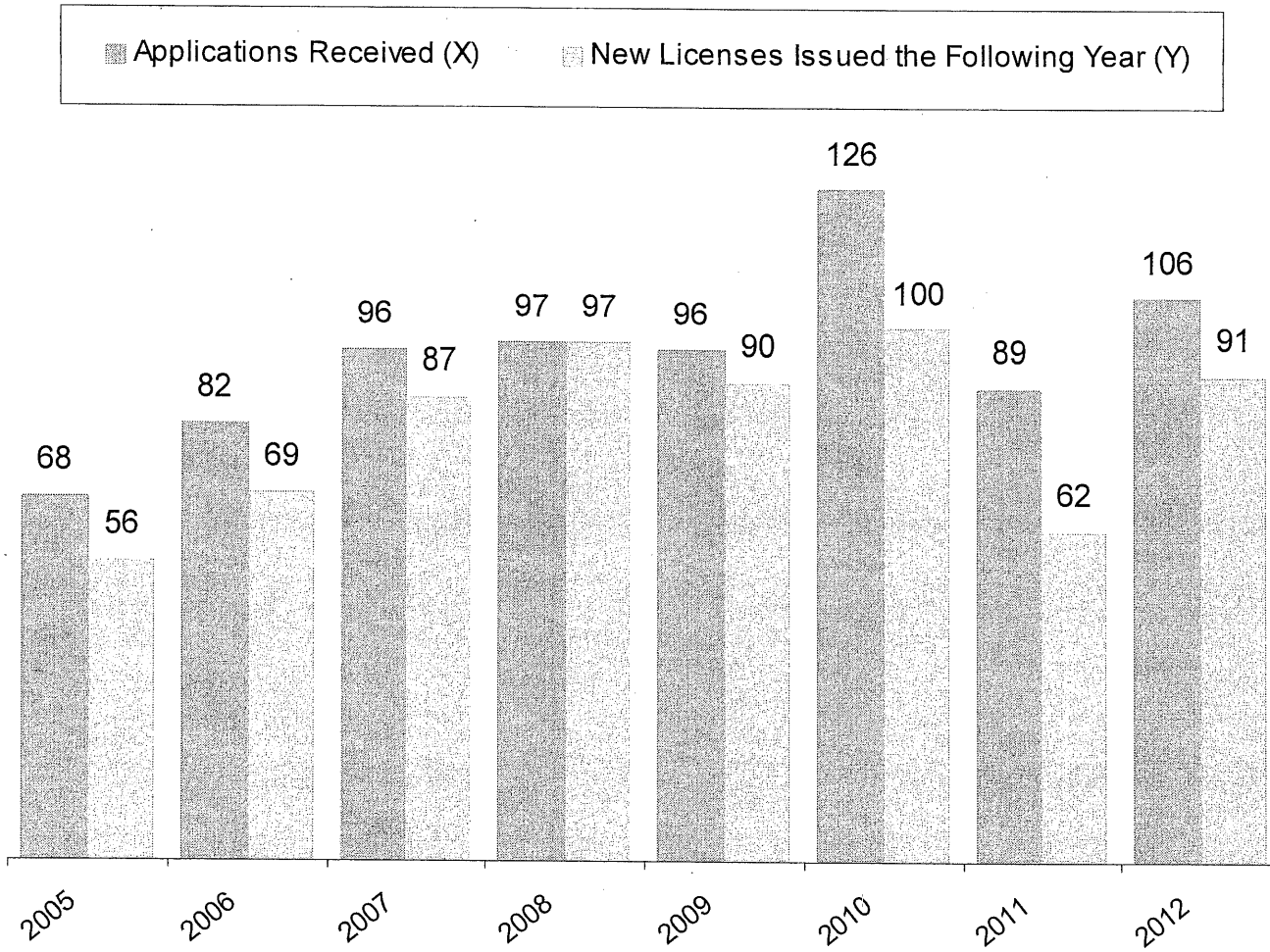
Oregon Board of Psychologist Examiners



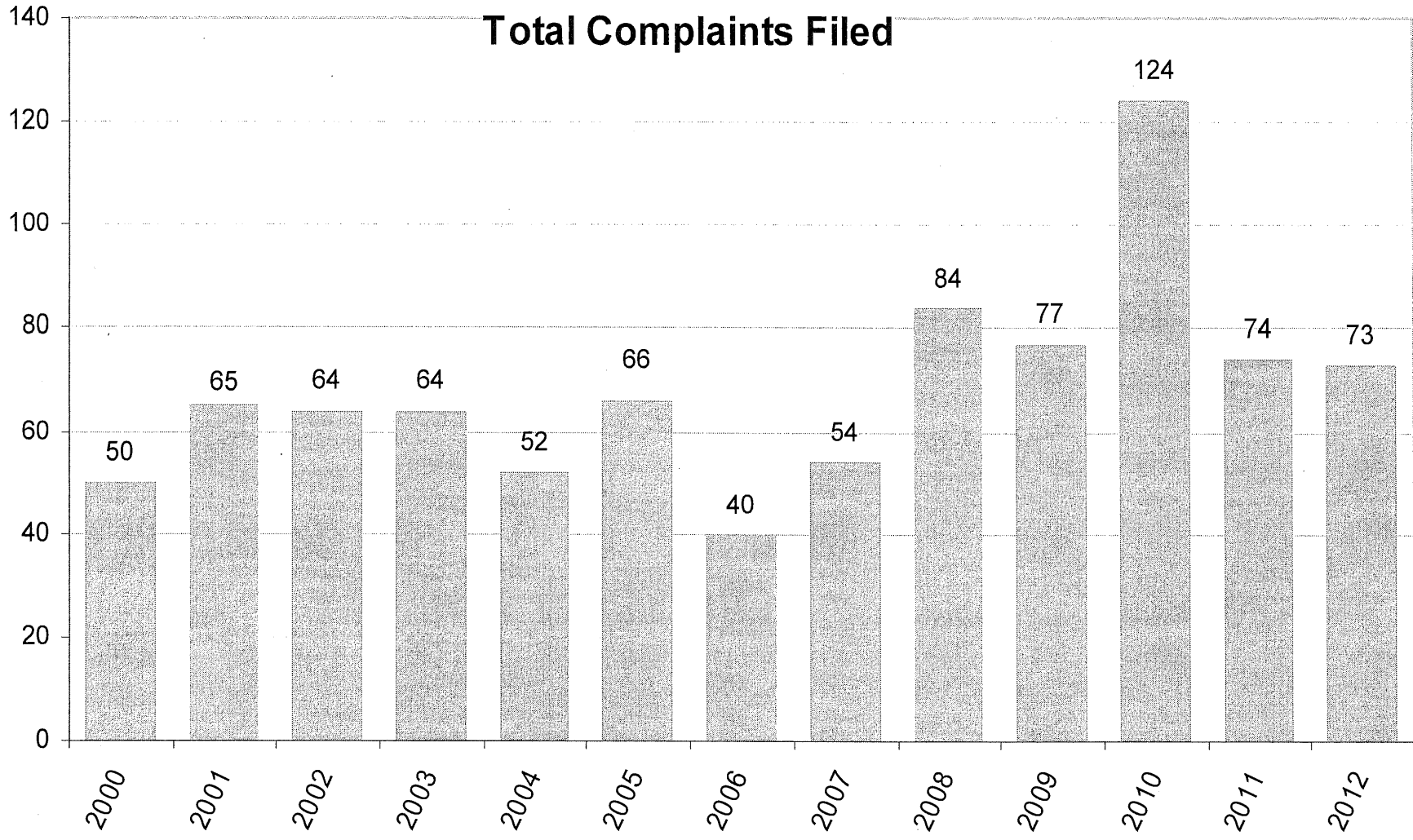
Oregon Board of Psychologist Examiners



Oregon Board of Psychologist Examiners



Oregon Board of Psychologist Examiners



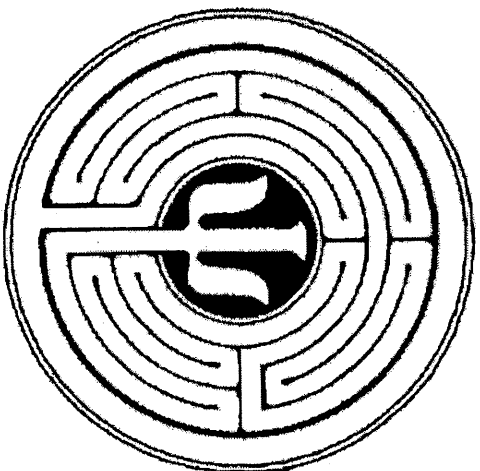
OREGON BOARD OF PSYCHOLOGIST EXAMINERS

SPECIAL REPORTS

AFFIRMATIVE ACTION REPORT

Employment without discrimination is recognized as and declared to be a civil right. The State of Oregon is committed to achieving a workforce that represents the diversity of Oregon community and is a leader in providing its citizens fair and equal employment opportunity.

The Board of Psychologist Examiners is committed to achieving a work force that represents the diversity of Oregon's population and to providing fair and equal employment opportunities. The Board is committed to an affirmative action program that provides equal opportunities for all persons regardless of race, color, religion, sex, sexual orientation, national origin, marital status, age or disability. The Board provides an environment for each applicant and employee that is free from sexual harassment, as well as harassment and intimidation on account of an individual's race, color, religion, gender, sexual orientation, national origin, age, marital status or disability. The Board employment practices are consistent with the State's Affirmative Action Plan guidelines and with state and federal laws, which preclude discrimination.



Oregon Board of Psychologist Examiners

Randy L. Everitt, Interim Executive Director
3218 Pringle Road SE, Suite 130
Salem, OR 97302-6309
503-373-1155

Affirmative Action Plan
July 1, 2013 to – June 30, 2015

Oregon Board of Psychologist Examiners
Affirmative Action Plan
2013-2015 Biennium

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I. Description of Agency

A. *Mission and Objectives*

The Oregon Board of Psychologist Examiners (OBPE) was created for the purpose of examining and licensing all persons in Oregon who engage in the practice of psychology. The Board is also charged with safeguarding the people of the State of Oregon from the dangers of unqualified and improper practice of psychology.

Practicing psychology means rendering or offering to render supervision, consultation, evaluation or therapy services to individuals, groups or organizations for the purpose of diagnosing or treating behavioral, emotional or mental disorders.

It is unlawful to practice psychology or represent oneself as a psychologist without first being properly licensed by the OBPE. To "represent oneself as a psychologist" means to use any terminology, title or description of services incorporating the words "psychology," "psychological," "psychotherapy," or "psychologist," or to offer or render to individuals or to groups of individuals services included in the practice of psychology.

The Board consists of nine members. Six members are licensed psychologists; and three members are from the general public, not associated with the profession. All members are appointed by the Governor to three-year terms and confirmed by the Senate. The Board hires staff to administer all official business. The Board meets approximately every six to eight weeks, typically at its offices in Salem. The Board is funded solely from fees derived from the licenses it issues, applications and exams, and collection of fines and penalties assessed for violations of statute or rule. Decisions are made in open public meetings where guests are encouraged to attend.

The Board carries out its mission through three major programs areas: Examination of Applicants; Licensure and Continuing Education; and Consumer Protection. Through the examination of applicants, the Board accomplishes its legislative mandate to establish standards of service and training and educational qualifications for the rendering of ethical psychological services in Oregon. Because the Board believes that regular continuing education ensures the highest quality of professional services to the public, the Board requires that all licensed Psychologists and Psychologist Associates complete fifty hours of continuing education biennially, with a minimum of four in the professional ethics. The Board protects consumers by promptly investigating all complaints made concerning either the unethical or unlicensed practice of psychology in Oregon.

Licenseses, as public officials, are required to follow state requirements for reporting child abuse, to reveal intent to commit a crime or harmful act, and are prohibited from disclosing any other communication without consent (except in certain legal/investigatory situations).

The statutory authority of the Board is contained in Oregon Revised Statutes Chapters 675 (Psychologists) and 676 (Health Professions Generally). The Board's Oregon Administrative Rules are located in Chapter 858.

B. Agency Director

Randy L. Everitt
Interim Executive Director
3218 Pringle Road SE, Suite 130
Salem, OR 97302-6309
503-373-1155

C. Governor's Policy Advisor

Mike Bonetto
900 Court Street NE
160 State Capitol
Salem, OR
503-378-6549

D. Affirmative Action Representative

Agency Board and Staff Development
Randy L. Everitt
Interim Executive Director
3218 Pringle Road SE, Suite 130
Salem, OR 97302-6309
503-373-1155

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Human Resources & Employee Recruitment:

Debbie Pillsbury-Harvey
HR Shared Client Services
Department of Administrative Services
155 Cottage St
Salem, OR 97301
503-378-2105

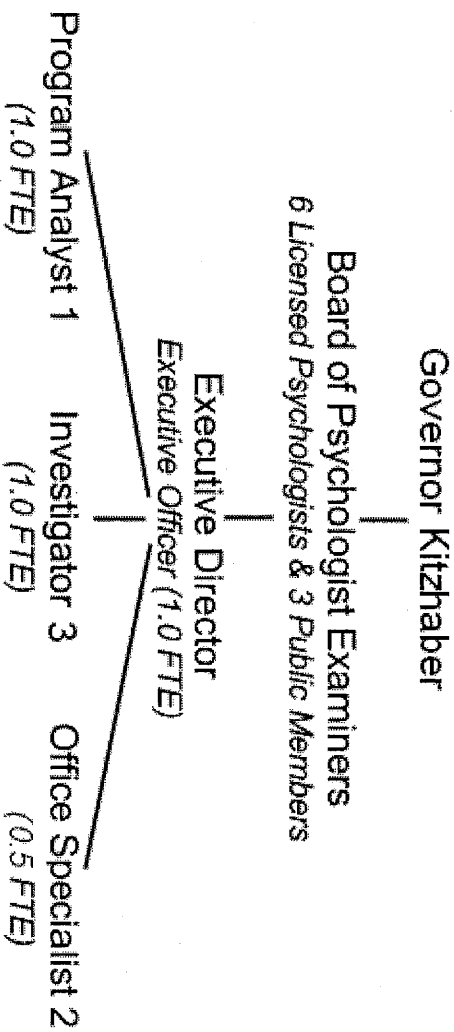
Board Recruitment

Kendall Clawson
Appointments, Governor's Office
900 Court Street
Salem, OR 97301
503-378-8471

E. Diversity & Inclusion Representative

Randy L. Everitt
Interim Executive Director
3218 Pringle Road SE, Suite 130
Salem, OR 97302-6309
503-373-1155

F. Agency Organizational Chart



II. Affirmative Action Plan

The purpose of this plan is to update and maintain the previously initiated affirmative action program for the Oregon Board of Psychologist Examiners, in keeping with the directive of the Governor, state and federal laws and regulations, executive orders of the President of the United States of America concerning affirmative action, discrimination/non-discrimination guidelines appropriate under the Civil Rights Acts, equal employment opportunity (EEO) policies, and the Americans with Disabilities Act by which our good faith efforts must be directed.

It is the policy of the State of Oregon that employment without discrimination is recognized as and declared to be a civil right. The State of Oregon is committed to achieving a workforce that represents the diversity of Oregon community and is a leader in providing its citizens fair and equal employment opportunity.

Accordingly, the Board shall:

1. Maintain a policy of equal treatment and equality of opportunity in employment for all applicants and employees in its employment decisions, which include, but are not limited to: hiring, promotion, demotion, transfer, termination, layoff, training, compensation, benefits, and performance evaluations.
2. Apply all terms, conditions, benefits, and privileges of employment with the agency to all applicants and employees regardless of race, color, religion, age, sex, sexual orientation, marital status, national origin, political affiliation, disability, or any other reason prohibited by the law or policy of the state or federal government.
3. Adopt and disseminate the Board's Affirmative Action Plan that describes the affirmative action being taken by the agency to ensure equity of employment in a work environment that is free from discrimination.

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A. *Agency Affirmative Action Policy Statement*

The Board of Psychologist Examiners is committed to achieving a work force that represents the diversity of Oregon's population and to providing fair and equal employment opportunities. The Board is committed to an affirmative action program that provides equal opportunities for all persons regardless of race, color, religion, sex, sexual orientation, national origin, marital status, age or disability. The Board provides an environment for each applicant and employee that is free from sexual harassment, as well as harassment and intimidation on account of an individual's race, color, religion, gender, sexual orientation, national origin, age, marital status or disability. The Board employment practices are consistent with the State's Affirmative Action Plan Guidelines and with state and federal laws, which preclude discrimination.

1. **Agency Affirmative Action Policy Statement for Individuals with Disabilities**

The Board of Psychologist Examiners will not discriminate, nor tolerate discrimination, against any applicant or employee because of physical or mental

disability in regard to any position for which the known applicant for employment is qualified.

The Board agrees to take affirmative action to employ, advance in employment, and otherwise treat known qualified individuals with disabilities without regard to their physical or mental disabilities in all human resources selection and decision practices, such as: advertising, benefits, compensation, discipline (including probation, suspension, and/or termination for cause or layoff), employee facilities, performance evaluation, recruitment, social/recreational programs, and training. The Board will also continue to administer these practices without regard to race, color, religion, gender, sexual orientation, national origin, age, marital status or disability. Additionally, all applicants and employees are protected from coercion, intimidation, interference, or discrimination for filing a complaint or assisting in an investigation under this policy.

2. Agency Affirmative Action Policy for Members Uniform Services (ORS 659A.082)

The Board of Psychologist Examiners will not discriminate or tolerate discrimination against any employee because they are a member of, apply to be a member of, perform, has performed, applied to perform or have an obligation to perform service in a uniformed service.

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It is also the policy of the Board to provide an environment for each applicant and employee that is free from sexual harassment, as well as harassment and intimidation on account of individual's race, color, religion, gender, sex, sexual orientation, marital status, national origin, age, familial status or disability.

3. Dissemination of the Affirmative Action Policy and Affirmation Action Plan

The impact of the Affirmative Action Plan can be fully realized only to the extent that its provisions are known by those who must apply it and those who benefit from it. With this in mind, the following describes methods used to disseminate the information both internally and externally.

The responsibility for dissemination of the agency's Affirmative Action Policy Statement and Affirmative Action Plan has been delegated to the Affirmative Action Representative. Such communication is both internal and external, and will include, but is not limited to:

- a. Internal Dissemination
 - i. A statement from the Executive Director to all employees communicating the existence of the plan in order to:
 - i. Be aware of the plan and can avail themselves of its benefit; and

- ii. Be aware of individual responsibility for effective implementation of the plan.
 - iii. Conduct special meetings in which the Executive Director shall explain the intent of the Affirmative Action Plan and clearly communicate the Executive Director's personal commitment to and support of equal employment opportunity;
 - iv. Include the Affirmative Action Policy Statement, Affirmative Action Plan and Grievance Procedure as part of each new employee's orientation;
 - v. Post the agency's Affirmative Action Policy Statement and Grievance Procedure on the employee's bulletin board; and
 - vi. Post the agency's Affirmative Action Policy Statement, Affirmative Action Plan, and Grievance Procedure on Board's website.
 - vii. Distribute the agency's Affirmative Action Policy Statement, Affirmative Action Plan and Grievance Procedure to any employee upon request.
- b. External Dissemination
- i. All recruitment announcements, applications for employment, and newspaper will contain the phrase, "THE BOARD OF PSYCHOLOGIST EXAMINERS IS AN EQUAL OPPORTUNITY, AFFIRMATIVE ACTION EMPLOYER COMMITTED TO WORK FORCE DIVERSITY."
 - ii. The Board's Affirmative Action Plan is posted on the Board's website and made available to the public upon request.
 - iii. The Board will provide copies of the agency's Affirmative Action Policy Statement, Affirmative Action Plan and Grievance Procedure to any person, including job applicants, upon request.
 - iv. The Board will notify all bidders, contractors, subcontractors and suppliers of the agency's affirmative action policy. Notices shall include a statement that the agency will not knowingly do business with any bidder, contractor, subcontractor, or supplier of materials that discriminates against members of any protected class.

4. Monitoring and Reporting System

The Affirmative Action Representative will monitor the Affirmative Action Plan on a continual basis. Monitoring will include, but not be limited to:

- a. Monitoring the auditing and reporting system. Reporting and auditing includes:
 - i. The maintenance of accurate and up-to-date records on all applicants, hires, promotions, transfers, and terminations by sex, race, and EEO-4 categories;
 - ii. The review of all promotions, transfers, and terminations to be certain that all employees are treated fairly and equitably; and
 - iii. The review of all selection, promotional, and training procedures to ensure non-discriminations in practice
- b. Report annually on the effectiveness of the affirmative action program, progress and efforts made toward accomplishing affirmative action goals, and planned action and recommendations for improvement, if necessary.
- c. Prepare updates and evaluations of the Affirmative Action Plan to be submitted to the Governor's Affirmative Action Office as required. An Affirmative Action progress report will also be prepared and submitted as part of the agency's budget submission.

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5. Complaint Process regarding Discrimination or Harassment

The complaint procedure provides a method of resolving complaints involving violation of the Board of Psychologist Examiners' nondiscrimination policy within the agency. Employees, applicants and eligibles are encouraged to use the complaint process. Retaliation, coercion, reprisal, or intimidation against a person who has filed a complaint either internally or through an outside enforcement agency or other legal channels or serving as a witness is prohibited.

a. Informal Complaint Process

An employee may notify the Affirmative Action Representative of an issue or concern regarding discrimination in order to raise awareness or put the agency on alert without filing a formal complaint. In these situations:

- i. The employee may ask the Affirmative Action Representative to keep the matter and identity of the employee confidential. (The agency will comply with the request, if possible.)
- ii. The employee will sign documentation stating that he/she wishes his/her identity to remain confidential.

iii. The discussion will be documented.

iv. The Affirmative Action Representative will review the information and maintain confidentially of the employee's identity when it is determined that action is necessary to correct the problem or to prevent a reoccurrence in similar situations.

b. Internal Complaint Process

i. Any individual who believes he/she has been subjected to unlawful discriminatory actions may file a complaint within 30 calendar days of the alleged incident.

ii. Represented employees may file a complaint either through the Collective Bargaining Agreement grievance procedure or by using the procedures provided by the agency.

iii. An employee may submit a written complaint to the Executive Director that explains the basis for the complaint, identifies the alleged discriminating party or parties and the date the discriminatory action(s) occurred, and specifies the relief requested.

iv. The Executive Director will review/investigate the complaint and provide the complaint written notification of the findings within 30 days. If additional time is needed for investigating the allegations or to issue a report of the findings, the agency will notify the employee in writing of the need for additional time.

v. If the investigation substantiates the complaint, appropriate corrective action will be initiated, including discipline if warranted.

c. External Complaint Process

If an employee is not satisfied with the complaint process within the agency and wishes to appeal an agency decision, the employee may contact one of the organizations listed below. Nothing in this policy prevents any person from filing a grievance in accordance with the Collective Bargaining Agreement, or from filing a formal complaint with the Bureau of Labor and Industries (BOLI) or Equal Employment Opportunity Commission (EEOC). However, some collective bargaining agreements may require an employee to choose between the complaint procedure outlined in the agency's guideline for filing a BOLI or EEOC complaint.

Oregon Bureau of Labor and Industries - Civil Rights Division
State Office Building
800 NE Oregon Street, MS# 32, Suite 1070
Portland, OR 97232

Phone Number: 503.731.4874
Fax Number: 503.731.4069

The Oregon Bureau of Labor and Industries - Civil Rights Division is the Oregon state equivalent of the federal EEOC. As a designated Fair Employment Practices Agency (FEPA), the Oregon Bureau of Labor and Industries - Civil Rights Division may coordinate operations with the EEOC under a work-share agreement. Furthermore, the Oregon Bureau of Labor and Industries - Civil Rights Division investigates state claims that are not covered by federal law or exceed the basic protections of federal law. Individuals filing a charge of discrimination with the EEOC should also file a copy of the charge with the Oregon Bureau of Labor and Industries - Civil Rights Division.

Eugene Oregon Bureau of Labor and Industries 1400 Executive Parkway, Suite 200 Eugene, OR 97401 Phone Number: 541.686.7623	Portland Oregon Bureau of Labor and Industries 800 NE Oregon Street, Suite 1045 Portland, OR 97232 Phone Number: 971.673.0761
Pendleton Oregon Bureau of Labor and Industries 1327 SE 3rd Street Pendleton, OR 97801 Phone Number: 541.276.7884	Salem Oregon Bureau of Labor and Industries 3865 Wolverine Street NE; E-1 Salem, OR 97305 Phone Number: 503.378.3292

Governor's Affirmative Action Office
155 Cottage Street, NE
Salem, OR97301
Director: 503.378.3544
Program Manager: 503.378.6518
Website: <http://governor.oregon.gov/Gov/AA/index.shtml>

U.S. Equal Employment Opportunity Commission
Seattle Field office EEOC Office/ Federal Office Building
909 First Avenue, Suite 400
Seattle, WA 98104
Phone Number: 206.220.6883 Phone Number: 206.220.6882
(TDD)

The EEOC does not maintain an office in Oregon. The Seattle Field Office is open Monday – Friday from 8 a.m. – 4:30pm.
File a Charge of Discrimination: <http://www.eeoccomplaint.com/>

Department of Labor, Office of Federal Contract Compliance (OFCC)

1315 SW Fifth Avenue, Suite 1030
Portland, OR 97201
Phone Number: 503.326.4112

The U.S. Department of Labor

Pacific Regional Office 71 Stevenson Street, Suite 1700
San Francisco, CA94105
Phone Number: 503.848.6969

The Civil Rights Office of Health & Human Services

Office of Civil Rights, Region D
2201 Six Avenue, Mail Stop RX-11
Seattle, WA 98121
Phone Number: 206.615.2290
Phone Number: 206.615.2296 (TDD)

The Board of Psychologist Examiners remains committed to its policy on Affirmative Action and Equal Opportunity and to a rigorous and active affirmative action program. My personal commitment to these ideas is represented in the Affirmative Action Plan. Likewise, the Plan represents the Board's commitment to equal opportunity and affirmative action in employment and public service consistent with all applicable federal and state laws, including, but not limited to: Executive Order 11246; Title VII of the Civil Rights Act of 1964; Sections 503 and 504 of the Rehabilitation Act of 1974; the Vietnam Era Veterans Readjustment Assistance Act; and the Americans with Disabilities Act. This Affirmative Action Plan has my complete authorization and commitment.



Randy L. Everitt, Interim Executive Director

10/11/2012
Date

If you have any questions regarding the agency's Affirmative Action Plan please contact the Affirmative Action Represented listed below.

Randy L. Everitt, Affirmative Action Representative
The Board of Psychologist Examiners
503-373-1155
randy.l.everitt@state.or.us

B. Agency Diversity & Inclusion Statement

The Board of Psychologist Examiners provides a leadership culture that fosters and embeds diversity and inclusion throughout its operations, both internally with staff and externally with public members, stakeholders and partners by increasing diverse and multicultural perspectives, improving business and service delivery outcomes, increasing certified firm contracting inclusion, improving individual and organizational cultural competencies, improving organizational accountability, maximizing taxpayer dollars, and improving public confidence and community relations.

C. Training, Education and Development Plan (TEDP)

1. Staff

The affirmative action and equal employment opportunity policies are made known internally by distribution of the policy to all employees via email. All current employees have access to email, however if an employee did not have email access, distribution would be via hardcopy. The Affirmative Action Plan and the Equal Employment Opportunity policy are also available on the Board's website. New employees are trained at orientation regarding their rights and responsibilities under the Board's affirmative action plan and other Board policies to eliminate discrimination or harassment on the basis of age, color, marital status, mental or physical disability, national origin, race, religion, sex, sexual orientation, or other any reason prohibited by state or federal statute. They are provided a copy of the Board's Affirmative Action and Equal Employment Opportunity Policy and Plan and encouraged to review and discuss questions or concerns with the Executive Director. Additionally, the Affirmative Action Plan and equal employment opportunity policies are made available through the internal Agency Operations Manual.

All employees are made aware of any training and information via state e-mail or a staff distribution list on topics related to maintaining a discrimination, harassment, and violence-free workplace and work process. Agency staff will attend training in the areas of AA/EEO, Valuing Diversity and Harassment. Training may be in the form of guest speakers during all-staff meetings, formal classes, sharing of information from the Governor's Affirmative Action Office, and/or one-on-one discussions.

Employee performance evaluations are administered by the Executive Director annually per the SEIU Local 503 union agreement. The Executive Director (the Board's sole management personnel) will be evaluated by the Board annually for adherence to this Affirmative Action Plan.

The Board's recruitment announcements and advertisements identify the Agency as an Equal Opportunity/Affirmative Action employer and include the statement, "THE BOARD OF PSYCHOLOGIST EXAMINERS IS AN EQUAL OPPORTUNITY, AFFIRMATIVE ACTION EMPLOYER COMMITTED TO WORK FORCE DIVERSITY."

Because the Agency's staff consists of 3.5 FTE, possibilities for advancement within the Agency are limited due to qualification requirements. Despite these limitations, the Agency will make efforts to ensure that all employees are afforded advancement opportunities by planning for succession. The Executive Director is working to identify people that could move into key positions. In addition, because of the very small size of the agency, much cross-training has been implemented to accommodate key employee absence. This is facilitated through efforts by the Executive Director to incorporate special project assignments in order for employees to acquire new skills. It is the Board's policy to continue and expand this practice for purposes of succession planning, and to provide resources for employees to encourage their career development in state service, as is reasonably practicable to do. To accomplish this, the Board may provide opportunities for training to employees for developing proficiency, enhancing skills and encouraging development in areas for potential advancement. Staff shall be eligible for mandated and required training. Suggested training opportunities will be considered by the Executive Director for approval. In addition, the Agency utilizes all available state resources for recruiting vacancies.

The Agency holds regular staff meetings on the first Tuesday of each month, and all staff are required to attend. If a staff member is unable to attend, the Executive Director will fill that person in on the subject matter covered, either in person or through email using notes taken during the meeting.

2. Board Members

The Agency provides new Board Members with a copy of the Affirmative Action Plan. Board Members are invited to participate in cultural diversity training sessions.

3. Volunteers

Volunteer training includes a component wherein issues related to ADA accommodations and cultural competency and awareness issues are described and discussed. Volunteers are provided with a copy of the Affirmative Action Plan or directed to the Board's website where the Plan is available for public viewing. In addition, volunteers have access to the affirmative action and equal employment opportunity policies via the internal Agency operations manual.

The Board has not utilized any volunteers during the 2011-2013 biennium, and it is unclear whether any will be utilized during 2013-2015. Volunteers would be included in the Board's periodic reviews of the Affirmative Action Policy Statement and any regular staff discussion of the Affirmative Action Plan in addition to their initial training.

4. Contractors/Vendors

When contracts and are established or renewed, the Board provides contractors/vendors with a copy of the Affirmative Action Plan or directs them to the Board's website where the Plan is available for public viewing.

D. Programs

The Board of Psychologist Examiners uses a number of approaches in executing a diversity program and bringing new people into the work force, creating opportunities for existing employees, and promoting an environment that is welcoming, tolerant and supportive.

1. Internship Program

The Agency does not currently have an internship program. However, the Agency previously employed an intern for the Summer of 2007 through the State of Oregon Professional and Managerial Internships in State Employment (PROMISE) Program. This intern was subsequently hired as a permanent employee. The Board recognizes the importance of enhancing work-based learning opportunities through creating and maintaining relationships with public and private schools that promote an effective and efficient workforce in state government and would consider employing another college or high school level student intern on an as-needed basis through a program such as the School-to-Work: Career Related Learning Program, Willamette University MBA Program's Practical Application for Careers and Enterprises Consulting in Non-Profit and Public Organizations (PACE) Program, Salem-Keizer School District's Ready to Learn, Ready to Work Program, or other programs.

The Board shall periodically evaluate the need for an intern as determined by the business needs of the organization. If and when a need is determined, the agency shall commit to establish a work-based learning program that is mutually beneficial to state employees, students, and educators. The Board will attempt to recruit an intern whose career goals are aligned with the needs of the specified project. The position should offer progressive skill mastery, broad instruction in a variety of elements, workplace mentoring, and instruction in general workplace competencies. In addition, if the opportunity is available, the Board will offer employment within the agency after the program is completed.

2. Community Outreach Program

The Board of Psychologist Examiners utilizes community programs such as NAMI (the National Alliance on Mental Illness), The Association of State and Provincial Psychology Boards, The American Psychological Association, The American Board of Professional Psychologists, The Oregon Psychological Association, and local university psychology programs for soliciting participation and feedback on initiatives affecting consumers and others.

The Board's greatest strength is the quality of and diversity of our employees who differ in age, race, nationality, ability and religious beliefs and operates across multiple cultures and languages. The Board encourages its employees to participate in various organizations within their community. The Board is committed to fostering a collaborative working relationship with organizations through various initiatives, such as:

- Regular contact with local groups representing the protected classes.
- Affirmation to such groups that the agency is an equal employment opportunity employer.

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- Sharing job opportunities with local ethnic organizations, local ethnic chambers, tribes, faith-based organizations, local ethnic newspapers, etc. in a timely manner.
- Ensure protected classes personnel are aware of promotional opportunities as they arise.

3. Diversity Initiatives Program

The Board is committed to taking steps to establish and embrace relationships with people representing different cultures by:

- Increasing knowledge of the characteristics, experiences, and common beliefs shared by people of different cultures, and disseminating that within the group or community.
- Establishing or embracing relationships with people representing different cultures.
- Fostering respect for diverse ways of doing things.
- Working together with people of other cultures in the State to reach common goals.
- Identifying the benefits of multiple perspectives in achieving the Agency's vision and seeking out potential productive partnerships with those who have such perspectives.
- Acknowledging that each person is unique and brings a unique set of beliefs and experiences. Consequently, identifying the many cultures that each person belongs within results in a complex and rich set of perspectives and histories. In promoting cultural competence, we are embracing:
 - The difference in people.
 - Respect for all and their individual dignity.
 - Culture(s) as core to who one is.

The Board's initiatives and activities to promote diversity include:

- Communicating to all staff in a variety of mediums the importance of diversity;
- Asking staff to focus on the organization and provide suggestions on ways to improve our diversity performance;
- Ensuring that employees are an integral part in the design of Board's efforts to plan and conduct affirmative action/equal employment opportunity and diversity activities;
- Widely disseminating the Board's Affirmative Action Plan goals throughout the agency;
- Making presentations to community organizations such as Oregon Psychological Association conferences and higher educational facilities about the work of the Agency which in turn creates interest in our jobs;
- Assigning adequate resources to the affirmative action/equal employment opportunity activities. The Board will continue to revisit its budget to identify resources for its affirmative action/equal employment opportunity activities;

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- Evaluating training resources in intercultural communication to address the communication style across cultures and generational differences within the Board;
- Drawing upon different sources to advertise our recruitments;
- Promoting a respectful workplace by offering training on diversity awareness, improving communications, conflict management, and fostering an open atmosphere to talk about problems and ideas;
- Creating a welcoming environment by fostering an acceptance of peoples' differences and treating everyone with respect and professionalism whether they are staff members, licensees or applicants, consumers, or vendors;
- Posting notices and forwarding e-mails that talk about cultural activities and other information that supports diversity and tolerance; and
- Displaying the agency's commitment to the Affirmative Action Plan by publicizing it on the Board website and providing digital and hard copies;
- Providing the State Diversity Survey to applicants and licensees and tracking the racial and ethnic makeup of these individuals so that Board staff may provide referrals reflective of consumers' language and cultural needs.

E. Update: Executive Order 08-18

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1. Cultural Competency Assessment and Implementation Services

Cultural Competency Assessment and Implementation Services is a proactive management strategy designed to identify best practices and reduce any discriminatory behaviors that may exist within the Board. Through an assessment the Board will enable itself to address: the creation of a climate of increased awareness; appropriate identifying and responding to cultural and language barriers for the Board's employees and the public; a common understanding of how all members of the organization should be valued and respected; a promotion of managerial skills among diverse employees; an understanding of the roles of the Board's Executive Director and employees in creating a welcoming environment and the improvement of employee morale.

As part of the Board's 2013-2015 Affirmative Action Plan, the agency will increase multicultural training through its monthly staff meetings and strive to seek diversity and cultural competency within our staff and Board Members. The Board will work towards implementing a Cultural Competency Assessment within the existing budget limitation. It is anticipated that this assessment will help determine where the Board's culture lies in the spectrum from culturally unaware to culturally competent. A culturally competent organization is able to use the policies, people and resources it has to systematically anticipate, recognize and respond to varying expectations of customers and employees. A culturally competent organization values individuals for their differences instead of expecting individuals to adapt to the organizations culture. The Board, its employees and customers will immediately benefit from their movement along the spectrum towards cultural competence.

The Board will develop a plan to enhance its cultural competence over the 2013-2015 Biennium. Implementation of the plan will result in:

- People of diverse backgrounds and experience effectively working together;
- People understanding and appreciating one another's differences; and
- People effectively communicating with and being respectful of those differences.

The plan will focus on:

- Stakeholder understanding and appreciation of the value of the Board's requirements;
- Greater awareness among staff;
- Possible changes to policies and procedures that will enhance effective communication and utilize differing strengths;
- Identifying training events that all employees will enjoy and participate in; and
- An increased respect for and understanding of diverse cultures within the workforce.

The Board will benefit from this plan by:

- Utilizing unique strengths and perspectives to solve problems and enrich the work environment;
- Creating a climate of cultural awareness and a welcoming environment that honors diversity;
- Making a stronger and more cohesive workforce rallied together by a common goal of success;
- Having a greater understanding of the world in which we work and the customers we serve; and
- Preventing and overcoming misunderstandings, lost opportunities and conflict.

2. Statewide Exit Interview Survey

The Board of Psychologist Examiners has had three employee separations in the past five years. If and when the Board has employee separations, it offers an exit interview. The interview includes discussion and follow-up with the Executive Director on any concerns or trends. The Board will ensure that each separating employee is sent the link to the State's exit interview survey as required by Executive Order 08-18, and will encourage employees to complete the survey prior to separation. The survey will allow the employee to share their honest opinions regarding their work experience with the agency. As employees change agencies or separate from state employment, the Board is interested in how employees view their tenure and what information and suggestions they can provide related to their experience. The survey covers issues such as: benefits; working conditions; opportunities for career advancement; the quality and quantity of the workload; and relationships with co-workers and supervisors.

The Board will periodically review the results collected and perform a data analysis. The data will provide an understanding of how much of the voluntary turnover is preventable. If the analysis identifies a negative opinion regarding the agency's workplace environment, the Board will use this information as an opportunity to make changes to improve the work environment for the current employees, and improve job satisfaction.

Data obtained from employees leaving the agency provides information critical to:

1. Assess workplace deficiencies;
2. Enhance the work place;
3. Improve employee retention;
4. Achieve a diverse workforce through workforce planning; and
5. Improve any negative feedback from the survey.

Trend analysis is unnecessary due to the limited agency turnover. Instead, exit surveys are viewed in a qualitative manner (as described above) and considered when reviewing position job description and general agency practices.

3. Performance Evaluations of all Management Personnel

The Board of Psychologist Examiners remains committed to compliance with the Governor's executive orders requiring the inclusion of diversity and affirmative action requirements in position descriptions and annual performance evaluations. The Executive Director is the Agency's sole management personnel. Performance accountability in the areas of Affirmation Action and Diversity will be reviewed during annual evaluations.¹ Any goals or work plans for future performance will be outlined in the evaluation.

Executive Director's affirmative action duty descriptions:

- a) Understand Equal Employment Opportunity (EEO), Affirmative Action (AA), Diversity and Cultural Competency principles, and the agency's AA Plan goals and objectives. Develop and implement strategies to meet goals and objectives; and report annual efforts, successes and/or accomplishments during the period.
- b) Review hiring, transfers, promotional, developmental/rotational or training practices and procedures to identify and remove barriers in the attainment of the agency's affirmative action goals and objectives.
- c) Make hiring, transfer and promotional decisions in support of agency's affirmative action goals and objectives. Engage in appropriate recruitment efforts designed to reach agency's affirmative action goals and objectives.

¹ *To achieve the public policy of the State of Oregon for persons in the state to attain employment and advancement without discrimination because of race, religion, color, sex, marital status, national origin, handicap or age, every state agency shall be required to include in the evaluation of all management personnel the manager's or supervisor's effectiveness in achieving affirmative action objectives as a key consideration of the manager's or supervisor's performance.* Executive Order 08-18.

- d) Promote and foster a positive work environment within the agency programs concerning EEO, AA, Diversity and Cultural Competencies by ensuring employees are aware and follow agency policies and procedures, and address work-related issues and/or concerns immediately and take appropriate action if necessary.
 - e) Attend EEO, AA, and other diversity-related training to provide leadership to staff by being aware of diversity and cultural issues. This also includes supporting employees to attend such programs for further professional development.
 - f) Ensure information regarding EEO, AA and Americans with Disabilities (ADA) information is properly displayed on the appropriate boards at the worksites(s).²
- F. Status of Contracts to Minority Businesses (ORS 659.015)**
- The Board of Psychologist Examiners does not have any contracts that exceed \$5,000 with minority businesses. Our few contracts are with subject matter experts that are called upon for single-need issues.

III. Roles for Implementation of Affirmative Action Plan

A. Responsibilities and Accountabilities

The Board of Psychologist Examiners provides overall direction and resources to support the Affirmative Action Plan. The Board will foster—and promote to employees—the importance of a diverse workplace that is free from discrimination and harassment. The Board is committed to the use of Affirmative Action precepts in hiring employees and in making appointments to its membership. The Board will continue its implementation of the Affirmative Action Plan by exercising impartial and unbiased evaluations of future employment applications and interviews.

1. Executive Director

The Executive Director plays a leadership role in dedicating the agency to a policy of equal employment opportunity and conveying a sense of that commitment both within and outside of the organization. The Executive Director has overall responsibility for implementing and monitoring the Affirmative Action Plan and for ensuring compliance with all applicable federal and state laws, rules and regulations. Duties include:

1. Foster and promote the importance of a diverse, and discrimination and

² **659A.012 State agencies to carry out policy against discrimination in employment; evaluation of supervisors; affirmative action reports.** (1) To achieve the public policy of the State of Oregon for persons in the state to attain employment and advancement without discrimination because of race, religion, color, sex, marital status, national origin, disability or age, every state agency shall be required to include in the evaluation of all management personnel the manager's or supervisor's effectiveness in achieving affirmative action objectives as a key consideration of the manager's or supervisor's performance.

(2) To achieve the public policy of the State of Oregon for persons in the state to attain employment and advancement without discrimination because of race, religion, color, sex, marital status, national origin, age or disability, every state agency shall be required to present the affirmative action objectives and performance of that agency of the current biennium and those for the following biennium to the Governor of the State of Oregon and to the Legislative Assembly. These plans shall be reviewed as part of the budget review process.

harassment free workplace to Agency members and employees. Participate in cultural diversity trainings, orientations, and be an example of cultural sensitivity;

2. Review equal employment opportunity, affirmative action, and diverse work environment progress and problems at least annually. Approve strategies and timetables for meeting goals; and
3. Ensure that employees receive an orientation on the Agency's affirmative action goals and responsibilities and understand their own responsibilities for helping promote the affirmative action goals and objectives in the Agency.

Annual performance reviews will include ratings on the Executive Director's support and the effectiveness of the agency's Affirmative Action Plan.

2. Employees

Employees have an overall responsibility for complying with the Affirmative Action Plan and all applicable federal and state laws, rules and regulations. Duties also include:

1. Individually model awareness and tolerance of a diverse, and discrimination and harassment free workplace and work process; and
2. Act in a responsible manner if they become aware of any Board member or employee engaging in any type of harassment or insensitivity towards internal or external customers and co-workers.

3. Affirmative Action Representative

The Board entrusts and delegates to the Executive Director the responsibility for implementation and adherence to the Affirmative Action goals to which the Board is committed. Additional duties within this capacity include:

1. Work with Board members and staff to make sure they understand their responsibilities for promoting a diverse workforce environment and helping attain the goals of the Agency;
2. Ensure recruitment includes contacting recruitment sources such as minority and women-specific web sites, community agencies, community leaders and schools for the recruitment of people of color, persons with disabilities and women. Emphasize the Agency's support of equal employment opportunity, affirmative action, and a diverse workforce;
3. Ensure that all newspaper advertisements and announcements of employment opportunities contain the notice that the Agency is an Equal Opportunity/Affirmative Action Employer;
4. Discuss the State of Oregon/Department Affirmative Action Plan and Policy in New Employee Orientation. Include in the discussion:
 - a. A general overview of the relevant state and federal laws and regulations;
 - b. The role the Agency plays in providing equal employment opportunity; and
 - c. The location of the Agency's Affirmative Action Plan and how it can be utilized;

5. Train and inform all new employees during orientation about their rights and responsibilities under the Agency's affirmative action policy, and other Agency policies to eliminate any harassment based on race, sex, age, religion, sexual orientation, or disability;
6. Review all exit interviews received. If it appears that discrimination or harassment was a factor in employee separation, conduct an investigation and take appropriate action;
7. Evaluate revised and new policies for possible adverse impact on the Agency's commitment to affirmative action and equal employment opportunity; and
8. Serve as a liaison between the Agency and the state and federal agencies that protect civil rights.

Annual performance reviews will include ratings on the Executive Director's support and effectiveness of the agency's Affirmative Action Plan.

IV. July 1, 2010 – June 30, 2012

A. Accomplishment

The Agency employs a total of 3.5 FTE, including individuals from protected classes. The Agency surveys all licensees and applicants for tracking and reporting language and race statistics. Applicant surveys are included in application packets, and licensee survey statistics are included in the Agency newsletter annually. The data is stored in the Agency database and can be queried for various types of information. This has enabled the Agency staff to assist consumers in searching for culturally competent services and/or specific languages. In addition, the Agency gets requests for referrals to specific racial or ethnic groups.

B. Progress made or lost since previous biennium

The number of people of color, people with disabilities, and women employed at the Agency increased since last biennium. There were two new hires (including one new permanent position), both of which represent individuals from protected classes.

There was one promotion of an employee during the previous biennium. This employee is from a protected class. As always, when promotional opportunities occur, the agency monitors for equal access for people of color, people with disabilities, and women.

Cross-training and career developmental opportunities continued to be encouraged. The Agency's goal is to retain employees by keeping them challenged and giving them room for growth.

The Board's retention strategy is to:

- Value our employees and urge them to participate in decisions that affect their work;
- Treat our employees with respect and dignity;

- Show our employees the benefits of working for the State of Oregon from pay to health insurance to location;
- Support our employees in their learning and personal development plans;
- Carefully maintain the Board's reputation for professionalism by making it a business people are proud to work for;
- Communicate well and often. Let people know what is happening in the organization;
- Make wise hiring decisions and continually evaluate our hiring practices;
- Hold people accountable for adhering to our respectful workplace and harassment-free policy;
- Encourage employees to avail themselves of promotional and job developmental opportunities within Oregon State Government;
- Educate all employees and members in their responsibility to promote a working environment free from discrimination;
- Comply with all federal rules and state laws and regulations regarding the employment of individuals with disabilities; and
- Facilitate work environment that is attractive to a diverse pool of applicants, retains employees, and is accepting and respectful of employees' differences.

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Agency strengths:

- The Agency has historically enjoyed a high level of staff retention.
- Small agency size creates greater ease of communication. It is easy to ensure that everyone is involved in the policies and initiatives of the organization.
- The Agency maintains an internal Operations Policy that is updated regularly. This facilitates the passing of knowledge within the agency and mitigates the risk associated with an unexpected/sudden employee departure.

Some challenges identified:

- Limited agency size – a fluid retention strategy is somewhat difficult because of the nature of a very small agency. Over the years, the Board has seen a dramatic increase in the number of applicants, licensees, and consumer complaints. The Board has, however, increased from 3.0 to 3.5 FTE since the last report.
- Each staff member employs a specialized function and is key to the Agency. Thus ensuring staff coverage during staff vacations, holidays and staff illnesses can be challenging.

If the above challenges are not faced, or if the agency does not maintain a comprehensive retention strategy, we could potentially lose the skill and talent of key employees. Because of the small agency size, each staff member employs a specialized function and is key to the Agency.

The Agency identified that three generations of employees existing within the Agency: the “Baby Boom” generation (born 1946-1964); “Generation X” (born 1965-1982); and “Generation Y” (born 1983-2002). Also during the previous biennium, the Agency utilized the services of temporary employees within the “X” and “Y” generations. All temporary employees utilized were people from protected classes. The Board experienced no challenges in recruitment, retention or promotion of any employee or temporary employee during the past biennium.

The Agency was unable to send a representative to the AA Workgroup due to scheduling conflicts and limited staff. The Agency has made it a priority to attend the next workgroup in order to learn new strategies to retain/promote employees of protected classes.

The Executive Director performs an ongoing review and evaluation of the Agency’s hiring practices.

V. July 1, 2012 – June 30, 2015

A. Goals

The State Board of Psychologist Examiners Affirmative Action goals for the 2013-2015 Biennium are:

1. Continue to provide information and opportunities for staff to participate in diversity training and multi-cultural events, and seek new opportunities for working with higher education and local ethnic groups. The Board will continue to develop strategies to recruit, retain and promote a diverse staff. The Board recognizes the value of individual and cultural difference and creates a work environment where talents and abilities are valued. If vacancies occur, the Agency will explore new and different venues to promote a diverse pool of applicants, including attending job fairs and trade shows.
2. Revise, as needed, recruitment and promotion policies and criteria for exceptions that provide the opportunity for the Board to recruit a more diverse population and also provide appropriate advancement opportunities for incumbents, including a focus on the retention of women and minorities.
3. Continue to communicate the importance of diversity in staff meetings and include diversity discussions with staff. The Board utilizes diversity within the workforce by incorporating diverse perspectives into business decisions. The Executive will attend required training to participate in the development and implementation of a program that fosters cultural competency and multi-cultural organizational development. The Board will continue to communicate cultural events throughout the area via posting on the employee bulletin board.
4. Work closely with the Department of Administrative Services to determine appropriate recruitment and training opportunities to develop higher levels of cultural competency.

5. Continue the focus on developing a work environment that is attractive to a diverse pool of applicants, retains employees, and is accepting and respectful of employees' differences. A welcoming environment is created a number of ways - by sharing e-mail activity notices from the Governor's Affirmative Action Office, posting posters on the employee bulletin board, encouraging employees to share their thoughts and ideas, responding to issues quickly and efficiently, etc. Respectful workplace behaviors will be expected and enforced.

6. Encourage employees to avail themselves of promotional and job developmental opportunities within Oregon State Government.

7. The Executive Director (the Board's sole management personnel) will be evaluated by the Board annually for adherence to this Affirmative Action Plan and on the basis of involvement in achieving the affirmative action objectives.

B. Strategies and Timelines for Implementation

The Affirmative Action strategies of the State Board of Psychologist Examiners for the 2013-2015 biennium are to:

1. Continue to work collaboratively in identifying open and competitive recruitment strategies and venues for attracting qualified candidates to achieve a diverse workforce utilizing this Affirmative Action Plan. *Timeline: Ongoing*
2. Continue to work with the Department of Administrative Services to ensure an effective use of a variety of recruitment venues to attract qualified and diverse candidates. *Timeline: Ongoing*
3. Educate all employees and members in their responsibility to promote a working environment free from discrimination. Encourage employees to promote a working environment free from discrimination. *Timeline: Ongoing*
4. Disseminate policies to all employees and members, and make policies accessible through a variety of sources. *Timeline: Ongoing*
5. Continue to track applicant and licensee race and language statistics and provide assistance to citizens searching for culturally competent services and/or specific languages. *Timeline: Ongoing*
6. Provide hiring personnel the tools and support needed to make good hiring decisions to attract qualified candidates and achieve affirmative action goals. *Timeline: Ongoing*
7. Comply with all federal and state laws and regulations regarding the employment of individuals with disabilities. *Timeline: Ongoing*

8. Assess the performance of the Executive Director based on their good faith efforts to support and promote the affirmative action plan. *Timeline: In progress*
9. Continue the focus on developing a work environment that is attractive to a diverse pool of applicants, retains employees, and is accepting and respectful of employees' differences. Continue to keep cultural diversity in the forefront of all employees by sending out information sent to us by the Governor's Affirmative Action Office and showing the Executive Director's commitment to cultural diversity by being an example of patience, tolerance and respect. *Timeline: Ongoing*
10. Support employees to attend EEO, AA, and other diversity-related training to provide leadership to staff by being aware of diversity and cultural issues and to further professional development. Encourage staff to sign up for the Cultural-Health E-Newsletter, which is designed to update members on various multicultural health issues affecting communities. *Timeline: Ongoing*
11. Continue to encourage employees to avail themselves of promotional and job developmental opportunities within Oregon State Government. *Timeline: Ongoing*
12. Review all selection, promotional, and training procedures to ensure non-discriminations in practice. Review equal employment opportunity, affirmative action, and diverse work environment progress and problems. *Timeline: Annually or As Needed*
13. Continue to encourage the Board's policy of cross-training and career developmental opportunities. The Agency's goal is to retain employees by keeping them challenged and giving them room for growth. *Timeline: Ongoing*

Agency Management Report

KPMs For Reporting Year 2012

Finalize Date:

Agency: **PSYCHOLOGIST EXAMINERS BOARD**

	Green = Target to -5%	Yellow = Target -6% to -15%	Red = Target > -15%	Pending	Exception Can not calculate status (zero entered for either Actual or Target)
Summary Stats:	100.00%	0.00%	0.00%	0.00%	0.00%

Detailed Report:

KPMs	Actual	Target	Status	Most Recent Year	Management Comments
1 - RESIDENCY SUPERVISION – Percent of supervisors and residents who rate supervision process as “good” or “excellent” as effective preparation for competent and ethical professionals.	97	95	Green	2010	
2 - EXAMINATION – Percent of examiners and examinees who rate the board-administered exam as “good” or “excellent” as an effective screen for competent and ethical professionals.	97	95	Green	2011	
3 - CONTINUING EDUCATION– Percent of continuing education reports that meet requirements at first review.	99	99	Green	2010	
4 - COMPLAINT INVESTIGATIONS – Percent of uncontested case consumer complaint investigations completed within six months.	82	85	Green	2010	

Agency Management Report

KPMs For Reporting Year 2012

Finalize Date:

KPMs	Actual	Target	Status	Most Recent Year	Management Comments
6 - BOARD BEST PRACTICES - Percent of total best practices met by the Board.	100	100	Green	2010	

This report provides high-level performance information which may not be sufficient to fully explain the complexities associated with some of the reported measurement results. Please reference the agency's most recent Annual Performance Progress Report to better understand a measure's intent, performance history, factors impacting performance and data gather and calculation methodology.

PSYCHOLOGIST EXAMINERS BOARD

Annual Performance Progress Report (APPR) for Fiscal Year (2011-2012)

Original Submission Date: 2012

Finalize Date:

2011-2012 KPM #	2011-2012 Approved Key Performance Measures (KPMs)
1	RESIDENCY SUPERVISION – Percent of supervisors and residents who rate supervision process as “good” or “excellent” as effective preparation for competent and ethical professionals.
2	EXAMINATION – Percent of examiners and examinees who rate the board-administered exam as “good” or “excellent” as an effective screen for competent and ethical professionals.
3	CONTINUING EDUCATION– Percent of continuing education reports that meet requirements at first review.
4	COMPLAINT INVESTIGATIONS – Percent of uncontested case consumer complaint investigations completed within six months.
5	CUSTOMER SERVICE – Percent of customers rating their satisfaction with the agency’s customer service as “good” or “excellent”: Overall, Timeliness, Accuracy, Helpfulness, Expertise, Availability of Information.
6	BOARD BEST PRACTICES - Percent of total best practices met by the Board.

New Delete	Proposed Key Performance Measures (KPM's) for Biennium 2013-2015
	Title: Rationale:

PSYCHOLOGIST EXAMINERS BOARD

I. EXECUTIVE SUMMARY

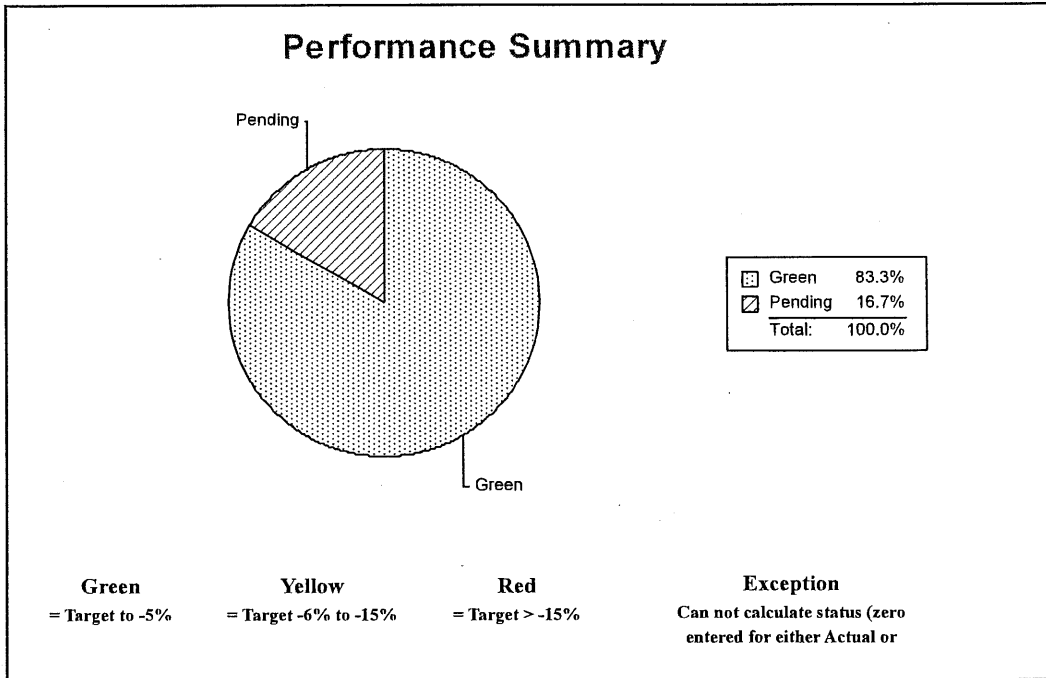
Agency Mission: Our mission is to protect and benefit public health and safety; and promote quality in the psychology profession.

Contact: Debra Orman, Executive Director

Contact Phone: 503-378-4154

Alternate:

Alternate Phone:



1. SCOPE OF REPORT

Agency programs/services addressed by key performance measures.

2. THE OREGON CONTEXT

The Oregon Board of Psychologist Examiners has no primary links to the Oregon Benchmarks; however, all Board activities further the agency mission .

3. PERFORMANCE SUMMARY

In 2010, this Board met, exceeded or improved in all performance measures.

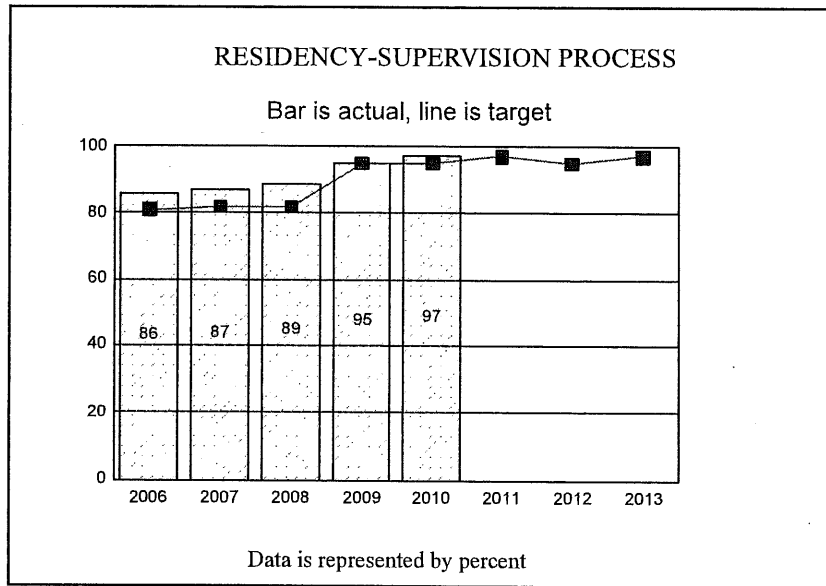
4. CHALLENGES

The Board has had two significant challenges this past year. First, we have received an unprecedented number of unlicensed practice case complaints. Secondly, a key staff person (from a staff of three) had significant absences, was on medical leave for nine months, and ultimately retired.

5. RESOURCES AND EFFICIENCY

This Board continues to look for, and implement cost savings and efficiencies in operating. For example, we continue to send most communication via email the State Library listserv system. Due to conservative spending and efficient operations, the Board was able to keep licensure fees steady for ten years. However, the Board implemented a fee increase in December 2009, which was approved by the Legislature. Due to significant savings from a vacant position for nine months, and the use of temporary staff additional savings were realized.

KPM #1	RESIDENCY SUPERVISION – Percent of supervisors and residents who rate supervision process as “good” or “excellent” as effective preparation for competent and ethical professionals.	2005
Goal	Public Protection - Assure Oregonians receive professional and ethical psychological services	
Oregon Context	This goal is linked to the agency mission.	
Data Source	Manual review of written surveys completed by Supervisors and Residents.	
Owner	Debra Orman McHugh, Executive Director (503) 373-1155	



1. OUR STRATEGY

Public Protection includes ensuring that the residency supervision process and education adequately prepares licensees for practice independently. Our strategy is to review, approve and monitor Residency-Supervision contracts as well as provide face-to-face educational opportunities via the Board's quarterly

"Residency Supervision Orientation" workshops.

2. ABOUT THE TARGETS

The Board continues to look for ways to improve the quality of the residency experience for both residents and supervisors. The Board utilizes primarily anecdotal information and education received at the national psychology licensing Boards (ASPPB) conferences for trends and techniques in improving the residency supervision experience and training in preparation for independent licensure.

3. HOW WE ARE DOING

In 2010, the target for the quality of the experience of residents and supervisors exceeded the Board's target.

4. HOW WE COMPARE

There are no outside comparisons of similar jurisdictions to use.

5. FACTORS AFFECTING RESULTS

The Board continues to look for opportunities to improve the process regardless of the success of the program.

6. WHAT NEEDS TO BE DONE

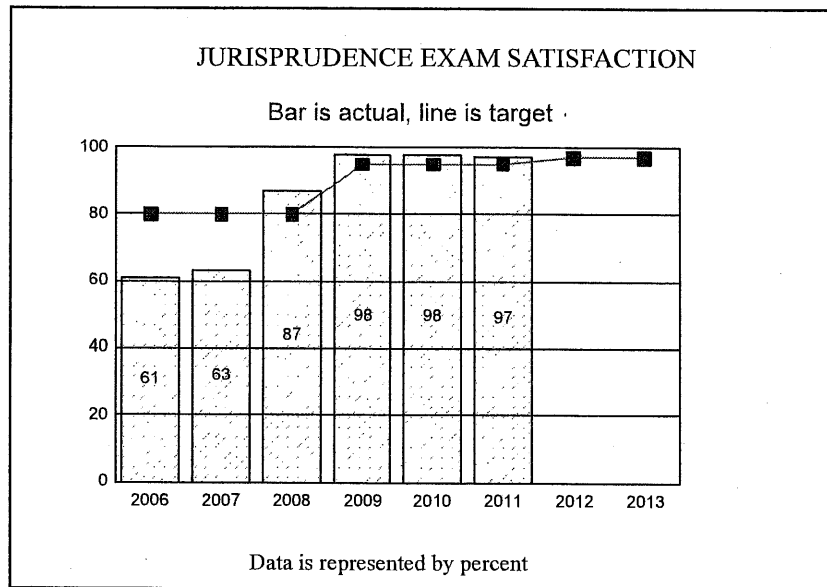
In 2010, the Board conducted six "Residency Supervision Orientation" workshops conducted by a veteran psychologist and the Board's Executive Director. Extensive written information and tools have been developed and distributed to new supervisors and residents as well. The information is also available on the Board's website. The Board has implemented a "Semi-Annual Evaluation" of Residents, as well as a "Final Evaluation" of both the supervisor and the resident. Finally, the Executive Director has developed a "road show" for psychology degree programs at universities in the Willamette Valley. Volunteer Board members discuss the law and expectations for licensing as a psychologist in Oregon.

7. ABOUT THE DATA

Oregon fiscal year. The Board surveys all residents and supervisors as the residency comes to a natural end and the resident becomes licensed. The Board

requests specific measures of satisfaction as well as subjective comments for improving the process and experience. That data is utilized to improve the Board's understanding of the experience and address areas in need of improvement.

KPM #2	EXAMINATION – Percent of examiners and examinees who rate the board-administered exam as “good” or “excellent” as an effective screen for competent and ethical professionals.	2003
Goal	Public Protection - Assure Oregonians receive professional and ethical psychological services	
Oregon Context	This goal is linked to the agency mission.	
Data Source	The data is collected from a paper-pencil survey mailed out and completed by examinees after a time to reflect on their experience with the Jurisprudence exam in October 2009, April 2010, and July 2010.	
Owner	Oregon Board of Psychologist Examiners, Debra Orman McHugh, Executive Director (503) 373-1155.	



1. OUR STRATEGY

The Board continues to develop new test items for the written Jurisprudence examination, and has created an "item bank." In addition, as laws and

Administrative rules change, the exam questions need to be modified, and new test items developed. The Board contracts with an expert to coordinate the development of test items, and also contracts with Portland State University to track the performance of test items and the overall psychometric properties of the examination.

2. ABOUT THE TARGETS

As expected, examinees continue to report high satisfaction with the Jurisprudence Exam.

3. HOW WE ARE DOING

Jurisprudence exam takers continue to report a high satisfaction with the effectiveness of the exam.

4. HOW WE COMPARE

Oregon is in step with national trends by administering a written exam based on State law and ethics.

5. FACTORS AFFECTING RESULTS

There are some examinees which question whether ANY examination can be an effective screen for competence and/ or ethical practice.

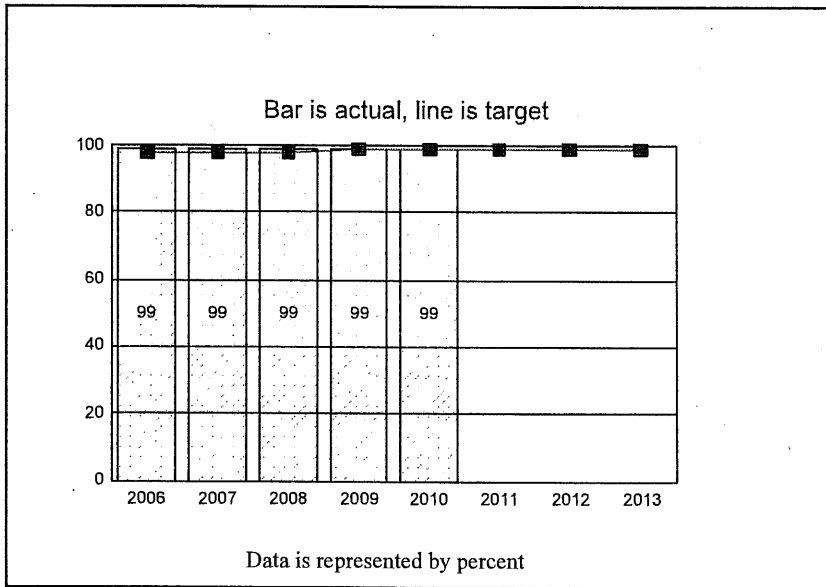
6. WHAT NEEDS TO BE DONE

Regardless of the success of the performance measure, the board will continually look for ways to improve the examination.

7. ABOUT THE DATA

Oregon fiscal year. The Board sent follow-up survey by mail after test takers had an opportunity for reflection about the examination experience. Due to the anonymity of the surveys the responses are likely a valid measurement.

KPM #3	CONTINUING EDUCATION– Percent of continuing education reports that meet requirements at first review.	2003
Goal	Public Protection - Assure Oregonians receive professional and ethical psychological services.	
Oregon Context	This goal is linked to the agency mission.	
Data Source	Data is derived from the 20% random audit of biennial continuing education reports submitted by licensees. The audit was conducted in May 2010.	
Owner	Debra Orman McHugh, Executive Director (503) 373-1155	



1. OUR STRATEGY

Due to high compliance and willingness to pursue continuing education by licensees, our strategy is to randomly audit 20% of continuing education reports annually.

2. ABOUT THE TARGETS

While the Board expects 100% compliance with the continuing education requirement, occasionally a document is incomplete and/or missing on first review. Most errors/omissions are corrected upon follow-up with the licensee. In 2010 the Board met its goal of 99% compliance. With increased education with licensees about acceptable continuing education and reporting the Board expects to continue to improve.

3. HOW WE ARE DOING

2010: The Board met its goal of Continuing Education reporting compliance

4. HOW WE COMPARE

There are no outside comparisons of similar jurisdictions to use.

5. FACTORS AFFECTING RESULTS

The Board expects 100% compliance with the continuing education requirement.

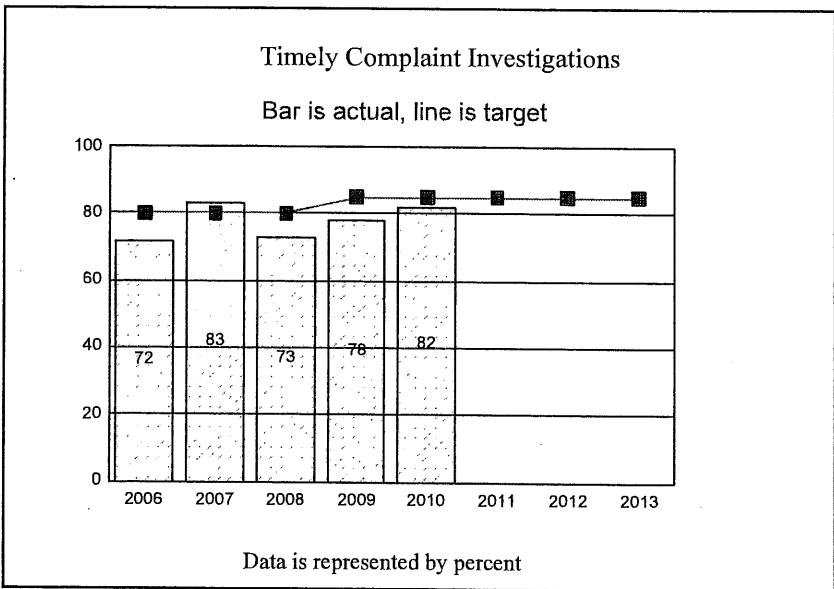
6. WHAT NEEDS TO BE DONE

Continue to have knowledgeable staff available to respond to continuing education requirement inquiries, and provide written (plain language) and electronic information explaining the requirements available to licensees.

7. ABOUT THE DATA

Oregon fiscal year.

KPM #4	COMPLAINT INVESTIGATIONS – Percent of uncontested case consumer complaint investigations completed within six months.
Goal	Public Protection - Assure Oregonians receive professional and ethical psychological services.
Oregon Context	This performance measure is tied to the agency's mission.
Data Source	All of the data required to report this performance measure is collected routinely in our electronic database and extracted, then analyzed, throughout the year.
Owner	Debra Orman McHugh, Executive Director (503) 373-1155



1. OUR STRATEGY

The Board continually reviews the complaint investigation process making adjustments as needed within our resource means.

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2. ABOUT THE TARGETS

Our goal is to complete investigations of uncontested complaint cases within six months.

3. HOW WE ARE DOING

The timeliness of investigation reports to the Board continues to improve. Investigations required the Investigator to travel throughout the State to interview witnesses. In addition, the Board had an unprecedented number of unlicensed practice cases.

4. HOW WE COMPARE

There are no outside comparisons of similar jurisdictions to use.

5. FACTORS AFFECTING RESULTS

The Board strives to complete complaint investigations within six months, however there are many factors outside our control that affect our ability to complete investigations. These include: traveling; coordinating witness interviews; coordinating licensee and attorney schedules for interviews; waiting for necessary records to be submitted; and emergency cases that take staff resources away from older cases.

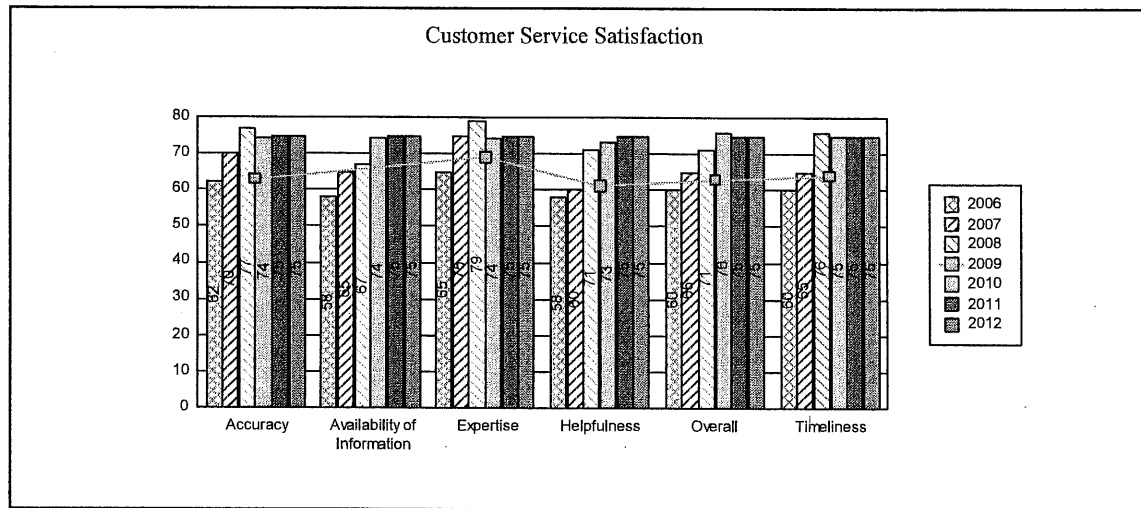
6. WHAT NEEDS TO BE DONE

The Board has developed some creative strategies to address the concern about timely complaint processing. The Board continues to utilize a sub-committee to "triage" and screen cases prior to investigation by the Investigator. This strategy enables the Investigator to focus her time and energy on the most concerning cases and/or helps her to focus on the most concerning issue within a particular case. In addition, the Board continues to invite licensees involved in the disciplinary process to a face-to-face interview with the full Board, thereby shifting some of the investigative work to the Board. Finally, the Board is utilizing temporary office staff to process the unlicensed practice cases well as respond to routine inquiries from the public.

7. ABOUT THE DATA

Oregon fiscal year. Data is entered routinely into the Board's electronic database as part of the case management process. Data is verified and reviewed by the Administrator and the Investigator and is reported to the Board at each Board meeting.

KPM #5	CUSTOMER SERVICE – Percent of customers rating their satisfaction with the agency’s customer service as “good” or “excellent”: Overall, Timeliness, Accuracy, Helpfulness, Expertise, Availability of Information.	2006
Goal	CUSTOMER SERVICE - Provide excellent customer service.	
Oregon Context		
Data Source	The Board utilizes an electronic Customer Satisfaction Survey developed by the State Library that has been modified to meet the Board's needs. The surveys are conducted throughtout the year via email and the a link on the board's website.	
Owner	Debra Orman McHugh, Executive Director (503) 373-1155	



1. OUR STRATEGY

Board staff strives to provide excellent customer service every day. Strategies for improving customer service come primarily from the "comment" section of the Board's annual Customer Satisfaction Survey, as well as anecdotal information derived from callers. In addition, the Board holds public forums at every Board meeting and a Basic strategies include providing information in a more accessible way on the Board's website and in the quarterly newsletter; Staff

customer service and communication training; Improving Board forms; Reducing in paperwork; Continually reviewing information on the website and revising it utilizing the State "Plain Language" model Cross-training staff and others.

2. ABOUT THE TARGETS

The Board's rationale for the targets are based on Board and staff goals.

3. HOW WE ARE DOING

The Board is reports on the Oregon fiscal year.

4. HOW WE COMPARE

There are no outside comparisons of similar jurisdictions to use.

5. FACTORS AFFECTING RESULTS

The Board has had one key veteran staff member (from a staff of three) with extensive absences and the was on medical leave for nine months. Ironically, our customer service scores greatly improved which is a reflection of the hard work and team dedication of the front-line staff and temporary employees who filled-in.

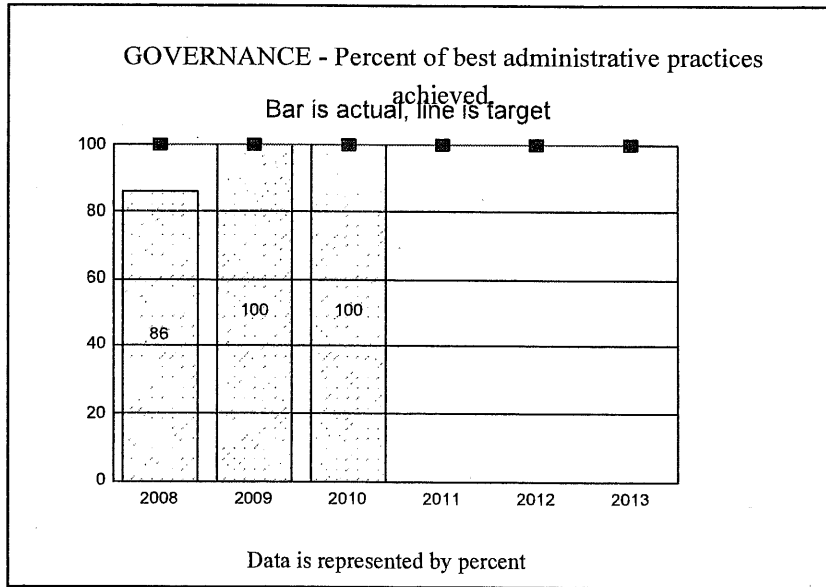
6. WHAT NEEDS TO BE DONE

The Board has attempted to remedy the deficiency through extensive in-depth training on Board statutes, rules and policies to the Board's limited duration staff person, as well as shifting of work additional responsibilities to the Executive Director. At their annual retreat, the Board follows up on specific suggestions made by survey respondents for areas that could be improved immediately and those that would take more planning and/or resources.

7. ABOUT THE DATA

This Board reports on the Oregon fiscal year. The Board believes that the electronic survey is the most useful tool available to quickly and efficiently survey our customers.

KPM #6	BOARD BEST PRACTICES - Percent of total best practices met by the Board.	2008
Goal	To assure effective governance of administrative responsibilities.	
Oregon Context	#35, Public Management Quality	
Data Source	The data is derived from paper-pencil surveys completed by Board members.	
Owner	Debra Orman McHugh, Executive Director (503) 373-1155	



1. OUR STRATEGY

Conduct annual review of best practices and assess level of achievement to ensure effective governance.

2. ABOUT THE TARGETS

The Board has set an ambitious target at 100%.

3. HOW WE ARE DOING

In 2010, the Board achieved a 100% score on the Best Practices KPM.

4. HOW WE COMPARE

5. FACTORS AFFECTING RESULTS

6. WHAT NEEDS TO BE DONE

The Board developed a five year strategic plan at their annual retreat and planning meeting in November 2009. The strategic plan includes a new mission statement, key values, and goals for the next five years.

7. ABOUT THE DATA

This Board reports on a calendar year. The Board receives regular reports and provides input into the day to day functioning of the agency, as well as high level decisions such as the biennial budget via the Board and sub-committee meetings. The Board believes the data for this performance measure is accurate.

PSYCHOLOGIST EXAMINERS BOARD	III. USING PERFORMANCE DATA
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Agency Mission: Our mission is to protect and benefit public health and safety; and promote quality in the psychology profession.

Contact: Debra Orman, Executive Director	Contact Phone: 503-378-4154
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Alternate:	Alternate Phone:
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The following questions indicate how performance measures and data are used for management and accountability purposes.

1. INCLUSIVITY	<p>* Staff: Involved in the development of the agency's performance measures by contributing ideas, specific language and strategies for tracking the performance measure data.</p> <p>* Elected Officials: N/A</p> <p>* Stakeholders: Involved through their representation on the Board.</p> <p>* Citizens: Involved through their representation on the Board.</p>
2 MANAGING FOR RESULTS	<p>This agency reviews performance measure data as part of its biennial budgetary process. The Executive Director and staff report to the Board at Board meetings. Changes include: Website improvements Organizational efficiencies implemented Database program revisions Increased frequency of newsletters Seasonal limited duration staff utilized</p>
3 STAFF TRAINING	<p>Performance measures reflect the staff's day-to-day work. All staff are involved in the performance measure development and have a vested interest in the goals contained therein.</p>
4 COMMUNICATING RESULTS	<p>* Staff: The measures reflect the day-to-day work of the staff and staff are aware of progress or need for improvements.</p> <p>* Elected Officials: This report and subsequent updates will be posted on the agency website at http://Oregon.gov/obpe</p> <p>* Stakeholders: This report and subsequent updates will be posted on the agency website at Oregon.gov/obpe</p> <p>* Citizens: This report and subsequent updates will be posted on the agency website at Oregon.gov/obpe</p>

PKG	CLASS	COMP	DESCRIPTION	POS CNT	FTE	MOS	AVERAGE RATE	GF SAL	OF SAL	FF SAL	LF SAL	AF SAL
000	B	Y7500	AE BOARD AND COMMISSION MEMBER		.00	.00	0.00		7,560			7,560
000	MEAHZ7004	HA	PRINCIPAL EXECUTIVE/MANAGER C	1	1.00	24.00	5,933.00		142,392			142,392
000	OA	C0104	AA OFFICE SPECIALIST 2	1	.50	12.00	2,352.00		28,224			28,224
000	OA	C0860	AA PROGRAM ANALYST 1	1	1.00	24.00	3,652.00		87,648			87,648
000	OA	C5233	AA INVESTIGATOR 3	1	1.00	24.00	4,628.00		111,072			111,072
				4	3.50	84.00	1,274.23		376,896			376,896

01/07/13 REPORT NO.: PPDPLAGYCL
REPORT: SUMMARY LIST BY PKG BY AGENCY
AGENCY:12200 PSYCHOLOGISTS EXAMINERS BOARD

DEPT. OF ADMIN. SVCS. - PPDB PICS SYSTEM

2013-15
PICS SYSTEM: BUDGET PREPARATION

PAGE 2
PROD FILE

PKG	CLASS	COMP	DESCRIPTION	POS CNT	FTE	MOS	AVERAGE RATE	GF SAL	OF SAL	FF SAL	LF SAL	AF SAL
				4	3.50	84.00	1,274.23		376,896			376,896

01/07/13 REPORT NO.: PPDPBUDCL
 REPORT: SUMMARY LIST BY PKG BY SUMMARY XREF
 AGENCY:12200 PSYCHOLOGISTS EXAMINERS BOARD
 SUMMARY XREF:001-00-00 000 Psychologists Examin

DEPT. OF ADMIN. SVCS. -- PPDB PICS SYSTEM

PAGE 1
 2013-15
 PROD FILE
 PICS SYSTEM: BUDGET PREPARATION

PKG	CLASS	COMP	DESCRIPTION	POS CNT	FTE	MOS	AVERAGE RATE	GF SAL	OF SAL	FF SAL	LF SAL	AF SAL
000	B	Y7500	AE BOARD AND COMMISSION MEMBER		.00	.00	0.00		7,560			7,560
000	MEAHZ7004	HA	PRINCIPAL EXECUTIVE/MANAGER C	1	1.00	24.00	5,933.00		142,392			142,392
000	OA	C0104	AA OFFICE SPECIALIST 2	1	.50	12.00	2,352.00		28,224			28,224
000	OA	C0860	AA PROGRAM ANALYST 1	1	1.00	24.00	3,652.00		87,648			87,648
000	OA	C5233	AA INVESTIGATOR 3	1	1.00	24.00	4,628.00		111,072			111,072
000				4	3.50	84.00	1,274.23		376,896			376,896
				4	3.50	84.00	1,274.23		376,896			376,896
				4	3.50	84.00	1,274.23		376,896			376,896

01/07/13 REPC NO.: PDPLEBUDCL
REPORT: SUMMARY LIST BY PKG BY SUMMARY XREF
AGENCY:12200 PSYCHOLOGISTS EXAMINERS BOARD
SUMMARY XREF:001-00-00 000 Psychologists Examin

DEPT. OF ADMIN. SVCS PPDB PICS SYSTEM

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2013-15
PROD FILE
PICS SYSTEM: BUDGET PREPARATION

PKG	CLASS	COMP	DESCRIPTION	POS CNT	FTE	MOS	AVERAGE RATE	GF SAL	OF SAL	FF SAL	LF SAL	AF SAL
				4	3.50	84.00	1,274.23		376,896			376,896

Psychologist Examiners, State Board of

Agency Number: 12200

Budget Support - Detail Revenues and Expenditures

Cross Reference Number: 12200-000-00-00-00000

2013-15 Biennium

Psychologist Examiners, State Board of

<i>Description</i>	<i>2009-11 Actuals</i>	<i>2011-13 Leg Adopted Budget</i>	<i>2011-13 Leg Approved Budget</i>	<i>2013-15 Agency Request Budget</i>	<i>2013-15 Governor's Budget</i>	<i>2013-15 Leg Adopted Budget</i>
BEGINNING BALANCE						
0025 Beginning Balance						
3400 Other Funds Ltd	192,763	233,368	233,368	340,831	340,831	-
0030 Beginning Balance Adjustment						
3400 Other Funds Ltd	-	-	-	222,214	222,214	-
BEGINNING BALANCE						
3400 Other Funds Ltd	192,763	233,368	233,368	563,045	563,045	-
TOTAL BEGINNING BALANCE	\$192,763	\$233,368	\$233,368	\$563,045	\$563,045	-
REVENUE CATEGORIES						
LICENSES AND FEES						
0205 Business Lic and Fees						
3400 Other Funds Ltd	1,123,182	1,024,875	1,024,875	1,148,241	1,148,241	-
CHARGES FOR SERVICES						
0410 Charges for Services						
3400 Other Funds Ltd	9,743	8,000	8,000	13,595	13,595	-
FINES, RENTS AND ROYALTIES						
0505 Fines and Forfeitures						
3400 Other Funds Ltd	13,000	40,000	40,000	20,920	20,920	-
SALES INCOME						
0705 Sales Income						
3400 Other Funds Ltd	127	250	250	150	150	-
REVENUE CATEGORIES						
3400 Other Funds Ltd	1,146,052	1,073,125	1,073,125	1,182,906	1,182,906	-

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Psychologist Examiners, State Board of

Agency Number: 12200

Budget Support - Detail Revenues and Expenditures
2013-15 Biennium

Cross Reference Number: 12200-000-00-00-00000

Psychologist Examiners, State Board of

Description	2009-11 Actuals	2011-13 Leg Adopted Budget	2011-13 Leg Approved Budget	2013-15 Agency Request Budget	2013-15 Governor's Budget	2013-15 Leg Adopted Budget
TOTAL REVENUE CATEGORIES	\$1,146,052	\$1,073,125	\$1,073,125	\$1,182,906	\$1,182,906	-
AVAILABLE REVENUES						
3400 Other Funds Ltd	1,338,815	1,306,493	1,306,493	1,745,951	1,745,951	-
TOTAL AVAILABLE REVENUES	\$1,338,815	\$1,306,493	\$1,306,493	\$1,745,951	\$1,745,951	-
EXPENDITURES						
PERSONAL SERVICES						
SALARIES & WAGES						
3110 Class/Unclass Sal. and Per Diem						
3400 Other Funds Ltd	315,557	385,272	385,272	376,896	376,896	-
3160 Temporary Appointments						
3400 Other Funds Ltd	30,234	-	-	-	-	-
3170 Overtime Payments						
3400 Other Funds Ltd	1,767	2,770	2,770	2,836	2,836	-
3190 All Other Differential						
3400 Other Funds Ltd	10,503	-	-	-	-	-
SALARIES & WAGES						
3400 Other Funds Ltd	358,061	388,042	388,042	379,732	379,732	-
TOTAL SALARIES & WAGES	\$358,061	\$388,042	\$388,042	\$379,732	\$379,732	-
OTHER PAYROLL EXPENSES						
3210 Empl. Rel. Bd. Assessments						
3400 Other Funds Ltd	102	164	164	160	160	-
3220 Public Employees' Retire Cont						
3400 Other Funds Ltd	30,890	54,827	54,827	72,882	70,973	-

Psychologist Examiners, State Board of

Agency Number: 12200

Budget Support - Detail Revenues and Expenditures

Cross Reference Number: 12200-000-00-00-00000

2013-15 Biennium

Psychologist Examiners, State Board of

Description	2009-11 Actuals	2011-13 Leg Adopted Budget	2011-13 Leg Approved Budget	2013-15 Agency Request Budget	2013-15 Governor's Budget	2013-15 Leg Adopted Budget
3221 Pension Obligation Bond						
3400 Other Funds Ltd	20,773	19,653	19,653	23,452	23,452	-
3230 Social Security Taxes						
3400 Other Funds Ltd	27,863	29,683	29,683	28,835	29,047	-
3250 Worker's Comp. Assess. (WCD)						
3400 Other Funds Ltd	219	236	236	236	236	-
3260 Mass Transit Tax						
3400 Other Funds Ltd	2,134	2,312	2,312	2,278	2,278	-
3270 Flexible Benefits						
3400 Other Funds Ltd	95,332	120,384	120,384	122,112	122,112	-
OTHER PAYROLL EXPENSES						
3400 Other Funds Ltd	177,313	227,259	227,259	249,955	248,258	-
TOTAL OTHER PAYROLL EXPENSES	\$177,313	\$227,259	\$227,259	\$249,955	\$248,258	-
P.S. BUDGET ADJUSTMENTS						
3465 Reconciliation Adjustment						
3400 Other Funds Ltd	-	(33,845)	(33,845)	-	(741)	-
3991 PERS Policy Adjustment						
3400 Other Funds Ltd	-	-	-	-	(13,761)	-
P.S. BUDGET ADJUSTMENTS						
3400 Other Funds Ltd	-	(33,845)	(33,845)	-	(14,502)	-
TOTAL P.S. BUDGET ADJUSTMENTS	-	(\$33,845)	(\$33,845)	-	(\$14,502)	-
PERSONAL SERVICES						
3400 Other Funds Ltd	535,374	581,456	581,456	629,687	613,488	-

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Psychologist Examiners, State Board of

Agency Number: 12200

Budget Support - Detail Revenues and Expenditures

Cross Reference Number: 12200-000-00-00-00000

2013-15 Biennium

Psychologist Examiners, State Board of

Description	2009-11 Actuals	2011-13 Leg Adopted Budget	2011-13 Leg Approved Budget	2013-15 Agency Request Budget	2013-15 Governor's Budget	2013-15 Leg Adopted Budget
TOTAL PERSONAL SERVICES	\$535,374	\$581,456	\$581,456	\$629,687	\$613,488	-
SERVICES & SUPPLIES						
4100 Instate Travel						
3400 Other Funds Ltd	14,050	12,979	12,979	13,290	13,290	-
4125 Out of State Travel						
3400 Other Funds Ltd	14,511	9,539	9,539	9,768	9,768	-
4150 Employee Training						
3400 Other Funds Ltd	1,250	3,425	3,425	3,507	3,507	-
4175 Office Expenses						
3400 Other Funds Ltd	23,448	22,625	22,625	23,168	23,168	-
4200 Telecommunications						
3400 Other Funds Ltd	8,385	14,182	14,182	14,522	13,289	-
4225 State Gov. Service Charges						
3400 Other Funds Ltd	54,123	63,657	63,657	81,175	74,524	-
4250 Data Processing						
3400 Other Funds Ltd	5,927	7,400	7,400	7,578	1,717	-
4275 Publicity and Publications						
3400 Other Funds Ltd	6,773	5,581	5,581	5,715	5,715	-
4300 Professional Services						
3400 Other Funds Ltd	37,927	29,967	29,967	30,806	28,590	-
4315 IT Professional Services						
3400 Other Funds Ltd	-	5,299	5,299	5,447	5,447	-
4325 Attorney General						

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Psychologist Examiners, State Board of

Agency Number: 12200

Budget Support - Detail Revenues and Expenditures

Cross Reference Number: 12200-000-00-00-00000

2013-15 Biennium

Psychologist Examiners, State Board of

<i>Description</i>	<i>2009-11 Actuals</i>	<i>2011-13 Leg Adopted Budget</i>	<i>2011-13 Leg Approved Budget</i>	<i>2013-15 Agency Request Budget</i>	<i>2013-15 Governor's Budget</i>	<i>2013-15 Leg Adopted Budget</i>
3400 Other Funds Ltd	97,480	125,364	125,364	144,043	144,043	-
4375 Employee Recruitment and Develop						
3400 Other Funds Ltd	-	802	802	821	821	-
4400 Dues and Subscriptions						
3400 Other Funds Ltd	5,820	7,593	7,593	7,775	7,775	-
4425 Facilities Rental and Taxes						
3400 Other Funds Ltd	61,841	60,206	60,206	63,818	63,818	-
4575 Agency Program Related S and S						
3400 Other Funds Ltd	5,471	8,682	8,682	8,890	8,890	-
4650 Other Services and Supplies						
3400 Other Funds Ltd	6,765	5,845	5,845	5,985	5,985	-
4700 Expendable Prop 250 - 5000						
3400 Other Funds Ltd	400	1,060	1,060	1,085	1,085	-
4715 IT Expendable Property						
3400 Other Funds Ltd	3,688	-	-	-	-	-
SERVICES & SUPPLIES						
3400 Other Funds Ltd	347,859	384,206	384,206	427,393	411,432	-
TOTAL SERVICES & SUPPLIES	\$347,859	\$384,206	\$384,206	\$427,393	\$411,432	-
EXPENDITURES						
3400 Other Funds Ltd	883,233	965,662	965,662	1,057,080	1,024,920	-
TOTAL EXPENDITURES	\$883,233	\$965,662	\$965,662	\$1,057,080	\$1,024,920	-
ENDING BALANCE						
3400 Other Funds Ltd	455,582	340,831	340,831	688,871	721,031	-

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Psychologist Examiners, State Board of

Agency Number: 12200

Budget Support - Detail Revenues and Expenditures

Cross Reference Number: 12200-000-00-00-00000

2013-15 Biennium

Psychologist Examiners, State Board of

<i>Description</i>	<i>2009-11 Actuals</i>	<i>2011-13 Leg Adopted Budget</i>	<i>2011-13 Leg Approved Budget</i>	<i>2013-15 Agency Request Budget</i>	<i>2013-15 Governor's Budget</i>	<i>2013-15 Leg Adopted Budget</i>
TOTAL ENDING BALANCE	\$455,582	\$340,831	\$340,831	\$688,871	\$721,031	-
AUTHORIZED POSITIONS						
8150 Class/Unclass Positions	4	4	4	4	4	-
TOTAL AUTHORIZED POSITIONS	4	4	4	4	4	-
AUTHORIZED FTE						
8250 Class/Unclass FTE Positions	4.00	3.50	3.50	3.50	3.50	-
TOTAL AUTHORIZED FTE	4.00	3.50	3.50	3.50	3.50	-

Psychologist Examiners, State Board of

Agency Number: 12200

Budget Support - Detail Revenues and Expenditures

Cross Reference Number: 12200-001-00-00-00000

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Psychologists Examiners, State Board of

Description	2009-11 Actuals	2011-13 Leg Adopted Budget	2011-13 Leg Approved Budget	2013-15 Agency Request Budget	2013-15 Governor's Budget	2013-15 Leg Adopted Budget
BEGINNING BALANCE						
0025 Beginning Balance						
3400 Other Funds Ltd	192,763	233,368	233,368	340,831	340,831	-
0030 Beginning Balance Adjustment						
3400 Other Funds Ltd	-	-	-	222,214	222,214	-
BEGINNING BALANCE						
3400 Other Funds Ltd	192,763	233,368	233,368	563,045	563,045	-
TOTAL BEGINNING BALANCE	\$192,763	\$233,368	\$233,368	\$563,045	\$563,045	-
REVENUE CATEGORIES						
LICENSES AND FEES						
0205 Business Lic and Fees						
3400 Other Funds Ltd	1,123,182	1,024,875	1,024,875	1,148,241	1,148,241	-
CHARGES FOR SERVICES						
0410 Charges for Services						
3400 Other Funds Ltd	9,743	8,000	8,000	13,595	13,595	-
FINES, RENTS AND ROYALTIES						
0505 Fines and Forfeitures						
3400 Other Funds Ltd	13,000	40,000	40,000	20,920	20,920	-
SALES INCOME						
0705 Sales Income						
3400 Other Funds Ltd	127	250	250	150	150	-
REVENUE CATEGORIES						
3400 Other Funds Ltd	1,146,052	1,073,125	1,073,125	1,182,906	1,182,906	-

Psychologist Examiners, State Board of

Agency Number: 12200

Budget Support - Detail Revenues and Expenditures

Cross Reference Number: 12200-001-00-00-00000

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Psychologists Examiners, State Board of

<i>Description</i>	<i>2009-11 Actuals</i>	<i>2011-13 Leg Adopted Budget</i>	<i>2011-13 Leg Approved Budget</i>	<i>2013-15 Agency Request Budget</i>	<i>2013-15 Governor's Budget</i>	<i>2013-15 Leg Adopted Budget</i>
TOTAL REVENUE CATEGORIES	\$1,146,052	\$1,073,125	\$1,073,125	\$1,182,906	\$1,182,906	-
AVAILABLE REVENUES						
3400 Other Funds Ltd	1,338,815	1,306,493	1,306,493	1,745,951	1,745,951	-
TOTAL AVAILABLE REVENUES	\$1,338,815	\$1,306,493	\$1,306,493	\$1,745,951	\$1,745,951	-
EXPENDITURES						
PERSONAL SERVICES						
SALARIES & WAGES						
3110 Class/Unclass Sal. and Per Diem						
3400 Other Funds Ltd	315,557	385,272	385,272	376,896	376,896	-
3160 Temporary Appointments						
3400 Other Funds Ltd	30,234	-	-	-	-	-
3170 Overtime Payments						
3400 Other Funds Ltd	1,767	2,770	2,770	2,836	2,836	-
3190 All Other Differential						
3400 Other Funds Ltd	10,503	-	-	-	-	-
SALARIES & WAGES						
3400 Other Funds Ltd	358,061	388,042	388,042	379,732	379,732	-
TOTAL SALARIES & WAGES	\$358,061	\$388,042	\$388,042	\$379,732	\$379,732	-
OTHER PAYROLL EXPENSES						
3210 Empl. Rel. Bd. Assessments						
3400 Other Funds Ltd	102	164	164	160	160	-
3220 Public Employees' Retire Cont						
3400 Other Funds Ltd	30,890	54,827	54,827	72,882	70,973	-

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Psychologist Examiners, State Board of

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Budget Support - Detail Revenues and Expenditures

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Psychologists Examiners, State Board of

Description	2009-11 Actuals	2011-13 Leg Adopted Budget	2011-13 Leg Approved Budget	2013-15 Agency Request Budget	2013-15 Governor's Budget	2013-15 Leg Adopted Budget
3221 Pension Obligation Bond						
3400 Other Funds Ltd	20,773	19,653	19,653	23,452	23,452	-
3230 Social Security Taxes						
3400 Other Funds Ltd	27,863	29,683	29,683	28,835	29,047	-
3250 Worker's Comp. Assess. (WCD)						
3400 Other Funds Ltd	219	236	236	236	236	-
3260 Mass Transit Tax						
3400 Other Funds Ltd	2,134	2,312	2,312	2,278	2,278	-
3270 Flexible Benefits						
3400 Other Funds Ltd	95,332	120,384	120,384	122,112	122,112	-
OTHER PAYROLL EXPENSES						
3400 Other Funds Ltd	177,313	227,259	227,259	249,955	248,258	-
TOTAL OTHER PAYROLL EXPENSES	\$177,313	\$227,259	\$227,259	\$249,955	\$248,258	-
P.S. BUDGET ADJUSTMENTS						
3465 Reconciliation Adjustment						
3400 Other Funds Ltd	-	(33,845)	(33,845)	-	(741)	-
3991 PERS Policy Adjustment						
3400 Other Funds Ltd	-	-	-	-	(13,761)	-
P.S. BUDGET ADJUSTMENTS						
3400 Other Funds Ltd	-	(33,845)	(33,845)	-	(14,502)	-
TOTAL P.S. BUDGET ADJUSTMENTS	-	(\$33,845)	(\$33,845)	-	(\$14,502)	-
PERSONAL SERVICES						
3400 Other Funds Ltd	535,374	581,456	581,456	629,687	613,488	-

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Budget Support - Detail Revenues and Expenditures

Cross Reference Number: 12200-001-00-00-00000

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Psychologists Examiners, State Board of

Description	2009-11 Actuals	2011-13 Leg Adopted Budget	2011-13 Leg Approved Budget	2013-15 Agency Request Budget	2013-15 Governor's Budget	2013-15 Leg Adopted Budget
TOTAL PERSONAL SERVICES	\$535,374	\$581,456	\$581,456	\$629,687	\$613,488	-
SERVICES & SUPPLIES						
4100 Instate Travel						
3400 Other Funds Ltd	14,050	12,979	12,979	13,290	13,290	-
4125 Out of State Travel						
3400 Other Funds Ltd	14,511	9,539	9,539	9,768	9,768	-
4150 Employee Training						
3400 Other Funds Ltd	1,250	3,425	3,425	3,507	3,507	-
4175 Office Expenses						
3400 Other Funds Ltd	23,448	22,625	22,625	23,168	23,168	-
4200 Telecommunications						
3400 Other Funds Ltd	8,385	14,182	14,182	14,522	13,289	-
4225 State Gov. Service Charges						
3400 Other Funds Ltd	54,123	63,657	63,657	81,175	74,524	-
4250 Data Processing						
3400 Other Funds Ltd	5,927	7,400	7,400	7,578	1,717	-
4275 Publicity and Publications						
3400 Other Funds Ltd	6,773	5,581	5,581	5,715	5,715	-
4300 Professional Services						
3400 Other Funds Ltd	37,927	29,967	29,967	30,806	28,590	-
4315 IT Professional Services						
3400 Other Funds Ltd	-	5,299	5,299	5,447	5,447	-
4325 Attorney General						

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Psychologist Examiners, State Board of

Agency Number: 12200

Budget Support - Detail Revenues and Expenditures

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2013-15 Biennium

Psychologists Examiners, State Board of

<i>Description</i>	<i>2009-11 Actuals</i>	<i>2011-13 Leg Adopted Budget</i>	<i>2011-13 Leg Approved Budget</i>	<i>2013-15 Agency Request Budget</i>	<i>2013-15 Governor's Budget</i>	<i>2013-15 Leg Adopted Budget</i>
3400 Other Funds Ltd	97,480	125,364	125,364	144,043	144,043	-
4375 Employee Recruitment and Develop						
3400 Other Funds Ltd	-	802	802	821	821	-
4400 Dues and Subscriptions						
3400 Other Funds Ltd	5,820	7,593	7,593	7,775	7,775	-
4425 Facilities Rental and Taxes						
3400 Other Funds Ltd	61,841	60,206	60,206	63,818	63,818	-
4575 Agency Program Related S and S						
3400 Other Funds Ltd	5,471	8,682	8,682	8,890	8,890	-
4650 Other Services and Supplies						
3400 Other Funds Ltd	6,765	5,845	5,845	5,985	5,985	-
4700 Expendable Prop 250 - 5000						
3400 Other Funds Ltd	400	1,060	1,060	1,085	1,085	-
4715 IT Expendable Property						
3400 Other Funds Ltd	3,688	-	-	-	-	-
SERVICES & SUPPLIES						
3400 Other Funds Ltd	347,859	384,206	384,206	427,393	411,432	-
TOTAL SERVICES & SUPPLIES	\$347,859	\$384,206	\$384,206	\$427,393	\$411,432	-
EXPENDITURES						
3400 Other Funds Ltd	883,233	965,662	965,662	1,057,080	1,024,920	-
TOTAL EXPENDITURES	\$883,233	\$965,662	\$965,662	\$1,057,080	\$1,024,920	-
ENDING BALANCE						
3400 Other Funds Ltd	455,582	340,831	340,831	688,871	721,031	-

Psychologist Examiners, State Board of

Agency Number: 12200

Budget Support - Detail Revenues and Expenditures
2013-15 Biennium

Cross Reference Number: 12200-001-00-00-00000

Psychologists Examiners, State Board of

<i>Description</i>	<i>2009-11 Actuals</i>	<i>2011-13 Leg Adopted Budget</i>	<i>2011-13 Leg Approved Budget</i>	<i>2013-15 Agency Request Budget</i>	<i>2013-15 Governor's Budget</i>	<i>2013-15 Leg Adopted Budget</i>
TOTAL ENDING BALANCE	\$455,582	\$340,831	\$340,831	\$688,871	\$721,031	-
AUTHORIZED POSITIONS						
8150 Class/Unclass Positions	4	4	4	4	4	-
TOTAL AUTHORIZED POSITIONS	4	4	4	4	4	-
AUTHORIZED FTE						
8250 Class/Unclass FTE Positions	4.00	3.50	3.50	3.50	3.50	-
TOTAL AUTHORIZED FTE	4.00	3.50	3.50	3.50	3.50	-

Description	Agency Request Budget (V-01) 2013-15 Base Budget	Governor's Budget (Y-01) 2013-15 Base Budget	Column 2 minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		
BEGINNING BALANCE				
0025 Beginning Balance				
3400 Other Funds Ltd	340,831	340,831	0	-
0030 Beginning Balance Adjustment				
3400 Other Funds Ltd	222,214	222,214	0	-
TOTAL BEGINNING BALANCE				
3400 Other Funds Ltd	563,045	563,045	0	-
REVENUE CATEGORIES				
LICENSES AND FEES				
0205 Business Lic and Fees				
3400 Other Funds Ltd	1,148,241	1,148,241	0	-
CHARGES FOR SERVICES				
0410 Charges for Services				
3400 Other Funds Ltd	13,595	13,595	0	-
FINES, RENTS AND ROYALTIES				
0505 Fines and Forfeitures				
3400 Other Funds Ltd	20,920	20,920	0	-
SALES INCOME				
0705 Sales Income				
3400 Other Funds Ltd	150	150	0	-
TOTAL REVENUES				
3400 Other Funds Ltd	1,182,906	1,182,906	0	-
AVAILABLE REVENUES				
3400 Other Funds Ltd	1,745,951	1,745,951	0	-

Description	Agency Request Budget (V-01) 2013-15 Base Budget	Governor's Budget (Y-01) 2013-15 Base Budget	Column 2 minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		
EXPENDITURES				
PERSONAL SERVICES				
SALARIES & WAGES				
3110 Class/Unclass Sal. and Per Diem				
3400 Other Funds Ltd	376,896	376,896	0	-
3170 Overtime Payments				
3400 Other Funds Ltd	2,770	2,770	0	-
TOTAL SALARIES & WAGES				
3400 Other Funds Ltd	379,666	379,666	0	-
OTHER PAYROLL EXPENSES				
3210 Empl. Rel. Bd. Assessments				
3400 Other Funds Ltd	160	160	0	-
3220 Public Employees' Retire Cont				
3400 Other Funds Ltd	72,869	70,960	(1,909)	-2.62%
3221 Pension Obligation Bond				
3400 Other Funds Ltd	19,653	19,653	0	-
3230 Social Security Taxes				
3400 Other Funds Ltd	28,830	29,042	212	0.74%
3250 Worker's Comp. Assess. (WCD)				
3400 Other Funds Ltd	236	236	0	-
3260 Mass Transit Tax				
3400 Other Funds Ltd	2,312	2,312	0	-
3270 Flexible Benefits				
3400 Other Funds Ltd	122,112	122,112	0	-

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Description	Agency Request Budget (V-01) 2013-15 Base Budget	Governor's Budget (Y-01) 2013-15 Base Budget	Column 2 minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		
TOTAL OTHER PAYROLL EXPENSES				
3400 Other Funds Ltd	246,172	244,475	(1,697)	-0.69%
P.S. BUDGET ADJUSTMENTS				
3465 Reconciliation Adjustment				
3400 Other Funds Ltd	-	(741)	(741)	100.00%
TOTAL PERSONAL SERVICES				
3400 Other Funds Ltd	625,838	623,400	(2,438)	-0.39%
SERVICES & SUPPLIES				
4100 Instate Travel				
3400 Other Funds Ltd	12,979	12,979	0	-
4125 Out of State Travel				
3400 Other Funds Ltd	9,539	9,539	0	-
4150 Employee Training				
3400 Other Funds Ltd	3,425	3,425	0	-
4175 Office Expenses				
3400 Other Funds Ltd	22,625	22,625	0	-
4200 Telecommunications				
3400 Other Funds Ltd	14,182	14,182	0	-
4225 State Gov. Service Charges				
3400 Other Funds Ltd	63,657	63,657	0	-
4250 Data Processing				
3400 Other Funds Ltd	7,400	7,400	0	-
4275 Publicity and Publications				
3400 Other Funds Ltd	5,581	5,581	0	-

Description	Agency Request Budget (V-01) 2013-15 Base Budget	Governor's Budget (Y-01) 2013-15 Base Budget	Column 2 minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		
4300 Professional Services				
3400 Other Funds Ltd	29,967	29,967	0	-
4315 IT Professional Services				
3400 Other Funds Ltd	5,299	5,299	0	-
4325 Attorney General				
3400 Other Funds Ltd	125,364	125,364	0	-
4375 Employee Recruitment and Develop				
3400 Other Funds Ltd	802	802	0	-
4400 Dues and Subscriptions				
3400 Other Funds Ltd	7,593	7,593	0	-
4425 Facilities Rental and Taxes				
3400 Other Funds Ltd	60,206	60,206	0	-
4575 Agency Program Related S and S				
3400 Other Funds Ltd	8,682	8,682	0	-
4650 Other Services and Supplies				
3400 Other Funds Ltd	5,845	5,845	0	-
4700 Expendable Prop 250 - 5000				
3400 Other Funds Ltd	1,060	1,060	0	-
TOTAL SERVICES & SUPPLIES				
3400 Other Funds Ltd	384,206	384,206	0	-
TOTAL EXPENDITURES				
3400 Other Funds Ltd	1,010,044	1,007,606	(2,438)	-0.24%
ENDING BALANCE				
3400 Other Funds Ltd	735,907	738,345	2,438	0.33%

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Description	Agency Request Budget (V-01) 2013-15 Base Budget	Governor's Budget (Y-01) 2013-15 Base Budget	Column 2 minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		
AUTHORIZED POSITIONS				
8150 Class/Unclass Positions	4	4	0	-
AUTHORIZED FTE				
8250 Class/Unclass FTE Positions	3.50	3.50	0	-

Psychologist Examiners, State Board of

Agency Number: 12200

Package Comparison Report - Detail
 2013-15 Biennium
 Psychologists Examiners, State Board of

Cross Reference Number: 12200-001-00-00-00000
 Package: Non-PICS Psnl Svc / Vacancy Factor
 Pkg Group: ESS Pkg Type: 010 Pkg Number: 010

Description	Agency Request Budget (V-01)	Governor's Budget (Y-01)	Column 2 Minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		

EXPENDITURES

PERSONAL SERVICES

SALARIES & WAGES

3170 Overtime Payments

3400 Other Funds Ltd	66	66	0	0.00%
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OTHER PAYROLL EXPENSES

3220 Public Employees Retire Cont

3400 Other Funds Ltd	13	13	0	0.00%
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3221 Pension Obligation Bond

3400 Other Funds Ltd	3,799	3,799	0	0.00%
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3230 Social Security Taxes

3400 Other Funds Ltd	5	5	0	0.00%
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3260 Mass Transit Tax

3400 Other Funds Ltd	(34)	(34)	0	0.00%
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OTHER PAYROLL EXPENSES

3400 Other Funds Ltd	3,783	3,783	0	0.00%
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TOTAL OTHER PAYROLL EXPENSES	\$3,783	\$3,783	\$0	0.00%
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PERSONAL SERVICES

3400 Other Funds Ltd	3,849	3,849	0	0.00%
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Psychologist Examiners, State Board of

Agency Number: 12200

Package Comparison Report - Detail

Cross Reference Number: 12200-001-00-00-00000

2013-15 Biennium

Package: Non-PICS Psnl Svc / Vacancy Factor

Psychologists Examiners, State Board of

Pkg Group: ESS Pkg Type: 010 Pkg Number: 010

Description	Agency Request Budget (V-01)	Governor's Budget (Y-01)	Column 2 Minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		
TOTAL PERSONAL SERVICES	\$3,849	\$3,849	\$0	0.00%
EXPENDITURES				
3400 Other Funds Ltd	3,849	3,849	0	0.00%
TOTAL EXPENDITURES	\$3,849	\$3,849	\$0	0.00%
ENDING BALANCE				
3400 Other Funds Ltd	(3,849)	(3,849)	0	0.00%
TOTAL ENDING BALANCE	(\$3,849)	(\$3,849)	\$0	0.00%

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Psychologist Examiners, State Board of

Agency Number: 12200

Package Comparison Report - Detail

Cross Reference Number: 12200-001-00-00-00000

2013-15 Biennium

Package: Standard Inflation

Psychologists Examiners, State Board of

Pkg Group: ESS Pkg Type: 030 Pkg Number: 031

Description	Agency Request Budget (V-01)	Governor's Budget (Y-01)	Column 2 Minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		

EXPENDITURES

SERVICES & SUPPLIES

4100 Instate Travel

3400 Other Funds Ltd 311 311 0 0.00%

4125 Out of State Travel

3400 Other Funds Ltd 229 229 0 0.00%

4150 Employee Training

3400 Other Funds Ltd 82 82 0 0.00%

4175 Office Expenses

3400 Other Funds Ltd 543 543 0 0.00%

4200 Telecommunications

3400 Other Funds Ltd 340 (893) (1,233) (362.65%)

4225 State Gov. Service Charges

3400 Other Funds Ltd 17,518 10,867 (6,651) (37.97%)

4250 Data Processing

3400 Other Funds Ltd 178 (5,683) (5,861) (3,292.70%)

4275 Publicity and Publications

3400 Other Funds Ltd 134 134 0 0.00%

4300 Professional Services

Psychologist Examiners, State Board of

Agency Number: 12200

Package Comparison Report - Detail

Cross Reference Number: 12200-001-00-00-00000

2013-15 Biennium

Package: Standard Inflation

Psychologists Examiners, State Board of

Pkg Group: ESS Pkg Type: 030 Pkg Number: 031

Description	Agency Request Budget (V-01)	Governor's Budget (Y-01)	Column 2 Minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		
3400 Other Funds Ltd	839	(1,377)	(2,216)	(264.12%)
4315 IT Professional Services				
3400 Other Funds Ltd	148	148	0	0.00%
4325 Attorney General				
3400 Other Funds Ltd	18,679	18,679	0	0.00%
4375 Employee Recruitment and Develop				
3400 Other Funds Ltd	19	19	0	0.00%
4400 Dues and Subscriptions				
3400 Other Funds Ltd	182	182	0	0.00%
4425 Facilities Rental and Taxes				
3400 Other Funds Ltd	3,612	3,612	0	0.00%
4575 Agency Program Related S and S				
3400 Other Funds Ltd	208	208	0	0.00%
4650 Other Services and Supplies				
3400 Other Funds Ltd	140	140	0	0.00%
4700 Expendable Prop 250 - 5000				
3400 Other Funds Ltd	25	25	0	0.00%
SERVICES & SUPPLIES				
3400 Other Funds Ltd	43,187	27,226	(15,961)	(36.96%)

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Psychologist Examiners, State Board of

Agency Number: 12200

Package Comparison Report - Detail

Cross Reference Number: 12200-001-00-00-00000

2013-15 Biennium

Package: Standard Inflation

Psychologists Examiners, State Board of

Pkg Group: ESS Pkg Type: 030 Pkg Number: 031

Description	Agency Request Budget (V-01)	Governor's Budget (Y-01)	Column 2 Minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		
TOTAL SERVICES & SUPPLIES	\$43,187	\$27,226	(\$15,961)	(36.96%)
EXPENDITURES				
3400 Other Funds Ltd	43,187	27,226	(15,961)	(36.96%)
TOTAL EXPENDITURES	\$43,187	\$27,226	(\$15,961)	(36.96%)
ENDING BALANCE				
3400 Other Funds Ltd	(43,187)	(27,226)	15,961	36.96%
TOTAL ENDING BALANCE	(\$43,187)	(\$27,226)	\$15,961	36.96%

Psychologist Examiners, State Board of

Agency Number: 12200

Package Comparison Report - Detail

Cross Reference Number: 12200-001-00-00-00000

2013-15 Biennium

Package: PERS Taxation Policy

Psychologists Examiners, State Board of

Pkg Group: POL Pkg Type: 090 Pkg Number: 092

Description	Agency Request Budget (V-01)	Governor's Budget (Y-01)	Column 2 Minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		

EXPENDITURES

PERSONAL SERVICES

P.S. BUDGET ADJUSTMENTS

3991 PERS Policy Adjustment

3400 Other Funds Ltd	-	(1,531)	(1,531)	100.00%
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PERSONAL SERVICES

3400 Other Funds Ltd	-	(1,531)	(1,531)	100.00%
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TOTAL PERSONAL SERVICES	-	(\$1,531)	(\$1,531)	100.00%
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EXPENDITURES

3400 Other Funds Ltd	-	(1,531)	(1,531)	100.00%
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TOTAL EXPENDITURES	-	(\$1,531)	(\$1,531)	100.00%
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ENDING BALANCE

3400 Other Funds Ltd	-	1,531	1,531	100.00%
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TOTAL ENDING BALANCE	-	\$1,531	\$1,531	100.00%
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Psychologist Examiners, State Board of

Agency Number: 12200

Package Comparison Report - Detail

Cross Reference Number: 12200-001-00-00-00000

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Package: Other PERS Adjustments

Psychologists Examiners, State Board of

Pkg Group: POL Pkg Type: 090 Pkg Number: 093

Description	Agency Request Budget (V-01)	Governor's Budget (Y-01)	Column 2 Minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		

EXPENDITURES

PERSONAL SERVICES

P.S. BUDGET ADJUSTMENTS

3991 PERS Policy Adjustment

3400 Other Funds Ltd	-	(12,230)	(12,230)	100.00%
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PERSONAL SERVICES

3400 Other Funds Ltd	-	(12,230)	(12,230)	100.00%
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TOTAL PERSONAL SERVICES	-	(\$12,230)	(\$12,230)	100.00%
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EXPENDITURES

3400 Other Funds Ltd	-	(12,230)	(12,230)	100.00%
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TOTAL EXPENDITURES	-	(\$12,230)	(\$12,230)	100.00%
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ENDING BALANCE

3400 Other Funds Ltd	-	12,230	12,230	100.00%
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TOTAL ENDING BALANCE	-	\$12,230	\$12,230	100.00%
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