OREGON STATE BOARD OF LICENSED SOCIAL WORKERS

2015 – 2017
GOVERNOR'S BALANCED BUDGET

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STATE BOARD OF LICENSED SOCIAL WORKERS
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CERTIFICATION

I hereby certify that the accompanying summary and detailed statements are true and correct to the best of my knowledge and belief and that the accuracy of all numerical information has been verified.

Board of Licensed Social Workers

AGENCY NAME

3218 Pringle Rd. SE Suite 240, Salem OR 97302-6312

AGENCY ADDRESS

SIGNATURE

Board Chair

TITLE

Notice: Requests of agencies headed by a board or commission must be approved by official action of those bodies and signed by the board or commission chairperson. The requests of other agencies must be approved and signed by the agency director or administrator.

_____ Agency Request

X_____ Governor's Budget

_____ Legislatively Adopted

Budget Page i

Legislative Action

77th OREGON LEGISLATIVE ASSEMBLY – 2013 Session
BUDGET REPORT AND MEASURE SUMMARY

JOINT COMMITTEE ON WAYS AND MEANS

MEASURE: **SB 5510**

Carrier – House: **Rep. Sprenger**
Carrier – Senate: **Sen. Girod**

Action: Do Pass

Vote: 23 – 0 – 3

House
Yeas: Barker, Buckley, Frederick, Freeman, Hanna, Huffman, Jenson, Komp, McLane, Nathanson, Richardson, Tomei, Williamson
Nays:
Exc: Read, Smith
Senate
Yeas: Devlin, Edwards, Girod, Hansell, Monroe, Rosenbaum, Steiner Hayward, Thomsen, Whitsett, Winters
Nays:
Exc: Bates

Prepared By: Dustin Ball, Department of Administrative Services

Reviewed By: Tim Walker, Legislative Fiscal Office

Meeting Date: May 24, 2013

Agency
Board of Licensed Social Workers

Biennium
2013-15

Budget Summary*

	2011-13 Legislatively Approved Budget (1)	2013-15 Current Service Level	2013-15 Committee Recommendation	Committee Change from 2011-13 Leg. Approved	
				$$ Change	% Change
Other Funds	$ 1,244,968	$ 1,260,516	$ 1,359,094	$ 114,126	9.2%
Total	$ 1,244,968	$ 1,260,516	$ 1,359,094	$ 114,126	9.2%

Position Summary

Authorized Positions	6	5	6	0
Full-time Equivalent (FTE) positions	5.45	5.00	6.00	0.55

(1) Includes adjustments through December 2012.
* Excludes Capital Construction expenditures

Summary of Revenue Changes

The Board of Licensed Social Workers is funded by Other Funds, primarily derived from application, background check, and licensing fees. The Board's projected ending balance is $174,351, approximately equivalent to 3.0 months operating expense.

Summary of Education Subcommittee Action

The mission of the Board of Licensed Social Workers is to protect the citizens of Oregon by setting a strong standard of practice and ethics through the regulation of social workers. The Governor appoints the seven-member board that includes four Licensed Clinical Social Workers and three public members. The Board sets policy, writes and adopts rules, renews licenses annually, and audits continuing education as part of the renewal process. Board staff is responsible for issuing and renewing licenses, investigating complaints, and monitoring disciplined licensees.

The Subcommittee recommended $1,359,094 Other Funds budget for 2013-15, is 9.2 percent higher than the legislatively approved spending level for the 2011-13 biennium.

The Subcommittee approved the following statewide actions:

- Package 091, Statewide Administrative Savings, eliminates $1,677 Other Funds expenditure limitation. This package is a placeholder for administrative efficiencies in finance, information technology, human resources, accounting, payroll, and procurement expenditures. The

Department of Administrative Services will continue to work on details of these reductions with agencies and report back during the 2014 session.

- Package 092, PERS Tax Policy, eliminates $2,102 Other Funds expenditure limitation. This package reflects the policy change in SB 822 that eliminates the increased retirement benefits resulting from Oregon income taxation of payments if the person receiving payments does not pay Oregon income tax on those benefits and is not an Oregon resident. This change reduces state employer contribution rates by approximately 0.30 percent.

- Package 093, Other PERS Adjustments, eliminates $16,793 Other Funds expenditure limitation. This package reflects the policy change in SB 822 that modifies the cost-of-living adjustment under the Public Employees Retirement System. This change reduces state employer contribution rates by approximately 2.2 percent.

  An administrative action by the PERS Board, as directed by a budget note in the SB 822 budget report, will reduce state employer contribution rates by up to an additional 1.9 percent. However, no employer rate is reduced below its 2011-13 biennium rate.

The Subcommittee also approved the following actions:

- Package 100, Investigator 2, adds $119,150 Other Funds expenditure limitation. This package adds one full-time Investigator 2 position (1.00 FTE) to the agency. In the previous biennium, this position was classified as part-time limited duration. Adding this position will provide the agency with the necessary resources to respond to an increasing number of complaints in a timely manner.

Summary of Performance Measure Action

See attached Legislatively Adopted 2013-15 Key Performance Measures form.

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DETAIL OF JOINT COMMITTEE ON WAYS AND MEANS ACTION

SB 5510

Board of Licensed Social Workers
Dustin Ball -- 503-378-3119

DESCRIPTION	GENERAL FUND	LOTTERY FUNDS	OTHER FUNDS LIMITED	OTHER FUNDS NONLIMITED	FEDERAL FUNDS LIMITED	FEDERAL FUNDS NONLIMITED	TOTAL ALL FUNDS	POS	FTE
2011-13 Legislatively Approved Budget at Dec 2012 *	$ 0	$ 0	$ 1,244,968	$ 0	$ 0	$ 0	$ 1,244,968	6	5.45
2013-15 ORBITS printed Current Service Level (CSL)*	$ 0	$ 0	$ 1,260,516	$ 0	$ 0	$ 0	$ 1,260,516	5	5.00
SUBCOMMITTEE ADJUSTMENTS (from CSL)									
SCR 001 - Operations									
Package 091: Statewide Administrative Savings									
Personal Services	$ 0	$ 0	$ (1,070)	$ 0	$ 0	$ 0	$ (1,070)	0	0.00
Services and Supplies	$ 0	$ 0	$ (607)	$ 0	$ 0	$ 0	$ (607)	0	0.00
Package 092: PERS Taxation Policy									
Personal Services	$ 0	$ 0	$ (2,102)	$ 0	$ 0	$ 0	$ (2,102)	0	0.00
Package 093: Other PERS Adjustments									
Personal Services	$ 0	$ 0	$ (16,793)	$ 0	$ 0	$ 0	$ (16,793)	0	0.00
Package 100: Investigator 2									
Personal Services	$ 0	$ 0	$ 119,150	$ 0	$ 0	$ 0	$ 119,150	1	1.00
TOTAL ADJUSTMENTS	$ 0	$ 0	$ 98,578	$ 0	$ 0	$ 0	$ 98,578	1	1.00
SUBCOMMITTEE RECOMMENDATION *	$ 0	$ 0	$ 1,359,094	$ 0	$ 0	$ 0	$ 1,359,094	6	6.00
% Change from 2011-13 Leg Approved Budget	0.0%	0.0%	9.2%	0.0%	0.0%	0.0%	9.2%	0.0%	10.1%
% Change from 2013-15 Current Service Level	0.0%	0.0%	7.8%	0.0%	0.0%	0.0%	7.8%	20.0%	20.0%

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Legislatively Approved 2013-2015 Key Performance Measures

Agency: SOCIAL WORKERS, BOARD OF LICENSED

Mission: To protect the citizens of Oregon by setting a strong standard of practice and ethics through the regulation of social workers.

Legislatively Proposed KPMs	Customer Service Category	Agency Request	Most Current Result	Target 2014	Target 2015
1 - TIMELY COMPLAINT RESOLUTION - Percent of complaints upon which the Board makes a decision within six months of when the complaint is received in the Board office.		Approved KPM	67.00	85.00	85.00
2 - CE AUDITS - Percent of license renewal Continuing Education audits that meet the requirement for accredited coursework.		Approved KPM	99.90	99.00	99.00
4 - CUSTOMER SATISFACTION WITH AGENCY SERVICES - Percent of customers rating their satisfaction with the agency's customer service as "good" or "excellent": overall customer service, timeliness, accuracy, helpfulness, expertise, and availability of information.	Accuracy	Approved KPM	95.00	98.00	98.00
4 - CUSTOMER SATISFACTION WITH AGENCY SERVICES - Percent of customers rating their satisfaction with the agency's customer service as "good" or "excellent": overall customer service, timeliness, accuracy, helpfulness, expertise, and availability of information.	Availability of Information	Approved KPM	94.00	98.00	98.00
4 - CUSTOMER SATISFACTION WITH AGENCY SERVICES - Percent of customers rating their satisfaction with the agency's customer service as "good" or "excellent": overall customer service, timeliness, accuracy, helpfulness, expertise, and availability of information.	Expertise	Approved KPM	96.00	98.00	98.00
4 - CUSTOMER SATISFACTION WITH AGENCY SERVICES - Percent of customers rating their satisfaction with the agency's customer service as "good" or "excellent": overall customer service, timeliness, accuracy, helpfulness, expertise, and availability of information.	Helpfulness	Approved KPM	96.00	98.00	98.00
4 - CUSTOMER SATISFACTION WITH AGENCY SERVICES - Percent of customers rating their satisfaction with the agency's customer service as "good" or "excellent": overall customer service, timeliness, accuracy, helpfulness, expertise, and availability of information.	Overall	Approved KPM	95.00	98.00	98.00

Print Date: 5/22/2013

Agency: SOCIAL WORKERS, BOARD OF LICENSED

Mission: To protect the citizens of Oregon by setting a strong standard of practice and ethics through the regulation of social workers.

Legislatively Proposed KPMs	Customer Service Category	Agency Request	Most Current Result	Target 2014	Target 2015
4 - CUSTOMER SATISFACTION WITH AGENCY SERVICES - Percent of customers rating their satisfaction with the agency's customer service as "good" or "excellent": overall customer service, timeliness, accuracy, helpfulness, expertise, and availability of information.	Timeliness	Approved KPM	94.00	98.00	98.00
5 - BOARD BEST PRACTICES - Percent of total best practices met by the Board.		Approved KPM	100.00	100.00	100.00

LFO Recommendation:

LFO recommends no changes to KPM's.

Sub-Committee Action:

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Agency Summary

Oregon State Board of Licensed Social Workers Board Member List / December 2014

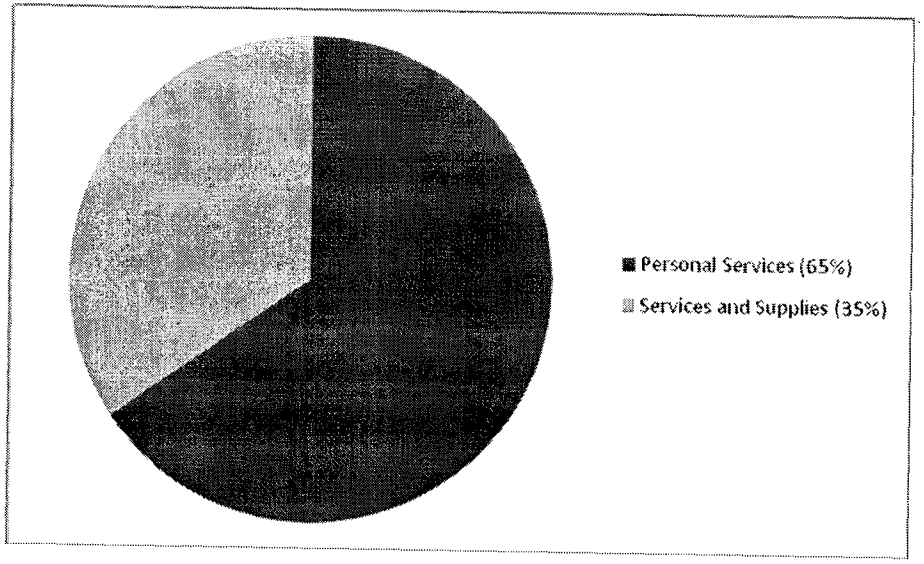
Board Member	Contact Information	Term of Office
Carol Copley Zancanella, LCSW, Chair 1900 NW Newport Hills Dr Bend, OR 97701	**(541) 410-4374** F- None czancanella@bendbroadband.com	**7/01/10 – 6/30/14** 2nd Term
Donna Henderson, LCSW 590 1st Street Maupin, OR 97037	**(541) 395-2240** F-None dnnhndrsn@gmail.com	**3/1/12-6/30/15** 1st Term
Kathy Outland, LCSW, Vice-Chair 2695 12th Place SE Salem, OR 97302	**(503) 363-8075** F-None Kathy24outland@gmail.com	**6/1/12-6/30/15** 1st Term
Rachel Jensen (Public Member) 1365 Garfield Street Eugene, OR 97402	**(541) 485-0363** F- None jensenr2@gmail.com	**10/01/10-6/30/14** 1st Term
Ebony Sloan Clarke 16210 SW Cameron Ct. Tigard, OR 97223	**(503) 988-3999 ext. 28008** F- None clarkebony1@hotmail.com	**5/1/13– 6/30/16** 1st Term
Brenda Dennis (Public Member) 7752 Teral Ct. SE Salem, OR 97317	**(503) 45-6357** F- None brenda.dennis007@gmail.com	**6/1/14– 6/30/16** 1st Term
VACANT (Public Member)		

BUDGET NARRATIVE

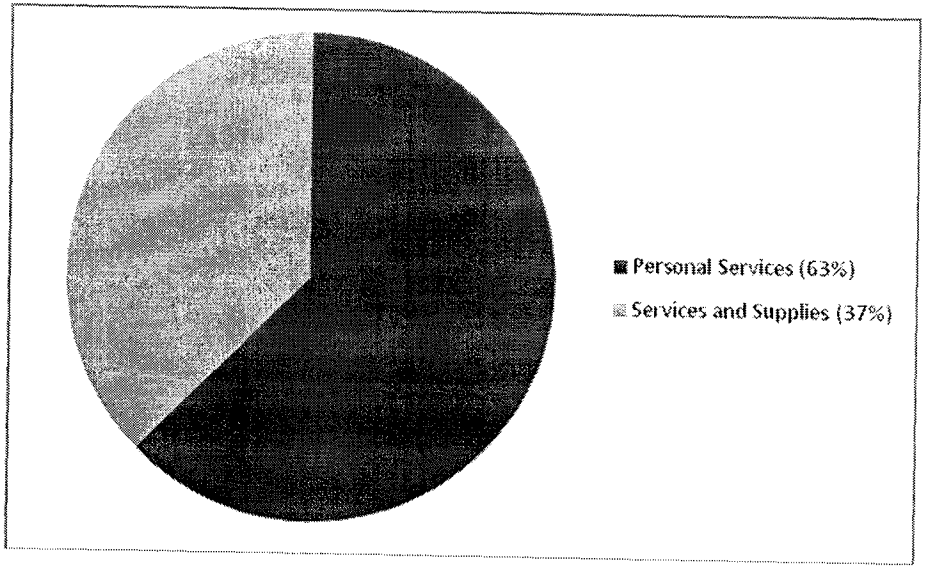
STATE BOARD OF LICENSED SOCIAL WORKERS
AGENCY SUMMARY / STATUTORY AUTHORITY:
ORS 675.510 through 675.600. OAR CHAPTER 877

(Note: The State Board of Licensed Social Workers is a 100% Other Funds agency. Funds are generated from fees paid by applicants and licensees to receive or renew a license and other regulatory functions.)

Budget Summary Graphic
2013 – 2015 Legislatively Adopted Budget $1,395,325
6 Positions / 6.0 FTE
$912,202 Personal Services (65.4%)
$483,305 Services and Supplies (34.6%)



Budget Summary Graphic
2015 – 2017 Agency Request Budget $1,484,362
6 Positions / 6.0 FTE
$928,107 Personal Services (62.5%)
$556,255 Services and Supplies (37.5%)



BUDGET NARRATIVE

MISSION STATEMENT: The mission of the State Board of Licensed Social Workers is to protect the citizens of Oregon by setting a strong standard of practice and ethics through the regulation of social workers.

STATUTORY AUTHORITY: ORS 675.510 through 675.600.

The Board's mission is accomplished by the following activities:

- Certifying Clinical Social Work Associates (CSWAs)
- Licensing Clinical Social Workers (LCSWs)
- Certifying Registered Bachelors of Social Work (RBSWs)
  Note: This is a new, non-clinical licensing program activity as of January 1, 2011.
- Licensing Master's of Social Work (LMSWs)
  Note: This is a new, non-clinical licensing program activity as of January 1, 2011.
- Auditing continuing education reports for renewal of license. This activity was expanded in 11-13 to include new RBSW and LMSW continuing education licensure renewal audits.
- Protecting Oregonians from the unlicensed practice of clinical social work (as of January 1, 2011).
- Education and enforcement of new title protection for the term "social worker." As of January 1, 2011, only those with a degree in social work and licensed through the Board can use the title "social worker."
- Developing and enforcing ethical standards for licensed and certified individuals.
- Disciplining CSWAs and LCSWs who violate the Code of Ethics and ethical standards, Board rules, or state licensing laws by:
  - Entering into Stipulated Agreements, which can incorporate a wide range of requirements and sanctions.
  - Issuing Letters of Reprimand and Emergency Suspensions.
  - Revoking licenses.
  - Conducting Contested Case Hearings.
  - Invoking civil penalties when warranted
- Working with impaired social workers to ensure safe practice by:
  - Assessing the ability of impaired social workers to safely practice.
    The Board no longer operates its own confidential monitoring program for impaired social workers. The Board opted not to participate in the consolidated monitoring program operated by OHA, primarily over cost concerns. The Board is working with the Governor's Office, OHA and other non-participating Boards to see what options exists for cost reductions, and retooling its compliance program to appropriately discipline impaired licensees.

    The Board is interested in a more cost effective alternative program.

BUDGET NARRATIVE

AGENCY PLANS:

The Board holds a day and a half planning meeting every six months to develop/refine long-range plans. The following Six-Year and Two-Year Plans are a result of those semi-annual meetings:

- **2013-19 Six-Year Plan**

  The Board's six year plan is focused on fully implementing Senate Bill 177 (2009) which significantly expanded the Board's authority and HB 2082 (2013), which refined definitions of social work to more closely follow national models.

- **2015-17 Two-Year Plan**

  - **Continue Implementation of Senate Bill 177 (2009).** This bill significantly expanded the Board's authority as of January 1, 2011, by mandating licensure for those practicing clinical social work and adding two new licenses (RBSW certification and LMSW licensure). The RBSW and LMSW represent the voluntary regulation of non-clinical social work by providing "title protection." These provisions expanded the Board's licensing and compliance programs, and required retooling Board operations to address their new responsibilities.

  - **Implementation of House Bill 2082 (2013).** This bill updated definitions for social work practice based on the national model law. The Board has is working with stakeholders to develop administrative rules to implement the bill..

  - **Implement additional efficiencies in the licensure program to manage growth without adding personnel.** A focus in 2013-15 has been to transition all LCSWs from a one year license cycle to a two year license cycle. This has allowed the Board to manage its growing licensee base with existing personnel. The Board is also moving to on-line licensure renewals and streamlining of continuing education compliance.

  - **Compliance staffing.** The Board received approval for a permanently funded Investigator 2 position as part of the 2013-15 budget.

PROGRAM DESCRIPTION

The Board's primary activities include:

- Setting and implementing policy;
- Establishing and enforcing a strong Code of Ethics;
- Processing and resolving consumer complaints and reports of alleged unprofessional conduct, or impairment;
- Updating licensing and compliance programs to implement HB 2082 (2013), continuing to implement new licensure programs (RBSW and LMSW) and preparing the compliance program for unlicensed practice and title protection violation cases;
- Processing applications for RBSW, LMSW, CSWA and LCSW;
- Monitoring CSWAs' implementation of their Plan of Supervision by reviewing Six-month Evaluation Reports from the supervisors;
- Administering the examination process for candidate licensure, both the national examination and the Oregon rules and laws examination;
- Processing renewals for RBSW, LMSW, CSWA and LCSW;

- Auditing Continuing Education reports for compliance to Rules;
- Developing Administrative Rules as needed;
- Conducting public hearings and contested case hearings as needed; and
- Holding regular, monthly Board meetings to conduct Board business.

The Board is entirely supported by Other Funds revenues. These revenues are derived from fees for application, issuance of initial Certificate or License, annual renewal of Certificates and Licenses, delinquent renewal, and other miscellaneous fees.

The Board consists of seven Governor-appointed members. By law, four are LCSWs and three are public members. Beginning January 1, 2015, three members are LCSWs, one must represent one of the other license categories, and three public members.

As of July 1, 2013, the Board has six permanently funded staff: 1.o FTE Program Analyst 1 (Licensing Manager), 1.0 FTE Office Specialist 2, 1.0 FTE Office Specialist 1, 1.0 FTE Compliance Specialist 2, and 1.0 FTE Principal Executive Manager C (Executive Director).

The Board also contracts with an Investigator to provide services as required. The Board contracts for IT-related services with a computer specialist with specialized expertise related to health regulatory licensing boards, and is a shared resource for several health regulatory boards. This has been a significant strategic advantage of the Board, because this structure has allowed low-cost implementation of on-line renewals, and allowed the Board to move to a secure, paperless, iPad-based communication structure with Board members for transmission of board materials and confidential investigation information.

ENVIRONMENTAL FACTORS

During the 1997-99 biennium, the Board entered into an Inter-agency Agreement with the Department of Administrative Services (DAS-State Controller's Division/Shared Client Services unit – SCS) to provide accounting and cashiering services. Having all financial back-end services provided by DAS-SCS has ensured a multiple eyes principle and provided superior compliance with applicable financial controls and accounting standards. Customer service from this DAS unit has been excellent. However, the cost of obtaining this service has increased significantly and the Board has little control over this part of its budget.

The requirement that state agencies use the services of the Office of Administrative Hearings (OAH) for hearing contested cases created a potential for significant additional expenses and delays. The Board has so far been able to settle most cases, and has not yet had to incur the expense of a contested case. This remains an unpredictable expense. Given the Board's growing licensing base the likelihood of one (or more) contested case hearing is increasing.

The board's ending fund balance serves as a cash flow cushion in the event of an unexpected contested-case hearing.

The board was able to participate in the Department of Justice pilot-program, Flat-rate agreement for legal expenses. The program allows the board to pay DOJ quarterly for legal services at a rate based on the board's cost of legal services over the previous three-years. At this point in the agreement, the board has been able to access legal services

as needed and pay a consistent and reasonable amount for those services.

As of July 1, 2010, the Board no longer operates its own confidential monitoring program for impaired social workers, in accordance with the provisions of HB 2345 (2009). The Board opted not to participate in the consolidated program monitoring program created by HB 2345 under the auspices of OHA, primarily over cost concerns. The Board is working with the Governor's Office, OHA and the other non-participating Boards to see if cost reductions are possible. In addition, the board is retooling its compliance program to appropriately discipline impaired licensees.

AGENCY INITIATIVES

The Board holds semi-annual planning meetings for strategic planning and to review its goals and progress, which allows board members to examine current issues and to anticipate future needs. The primary topics from these planning meetings are reflected on the board's Two- and Six-Year Plan, as set out earlier

.

The Board is focused on continual improvement in its compliance function, and the continued work implementing the expansion of its regulatory authority pursuant to SB 177 (2009) and HB 2082 (2013), including managing increasing numbers of licensees.

In addition to these topics, the Board also works on continual improvement and streamlining of its programs. For instance:

- The Board continuously works with its contracted computer consultant to upgrade and enhance its database and web-based capacities to provide additional reporting capabilities and office efficiencies. The board processes licensure renewals on-line, as well as offers credit and debit payment options. The Board has used a secure iPad-based communication system for board members and staff, which allows paperless meetings and secure transmission of confidential investigation materials. This has allowed the Board to take a step forward in securing information and also improve the sustainability of board operations.

- The Board works with the Association of Social Work Boards (ASWB) to utilize their connection with other jurisdictions as it seeks ways to improve its consumer protection efforts, exam test sites, scope of practice interests, and child custody protocols. Oregon has historically had a significant presence in ASWB.

- The Board continues to emphasize outreach to colleges and universities with social work schools and programs. The Board's Executive Director presents to graduating MSW classes and is expanding that outreach to BSW programs. These efforts are critical to making early contact with potential licensees and to educate graduates about the state licensing board, the importance of licensure, and to pro-actively establish a positive connection between future licensees and the Board.

- The Board also reaches out to licensees through the Oregon Chapter of the National Association of Social Workers (NASW).

BUDGET NARRATIVE

ACCOMPLISHMENTS

The Board accomplished its long-standing priority to achieve regulatory reform for social workers in the 2009 session, with passage of Senate Bill 177. Since then the Board has been busy with implementation of the bill:

- Expanded sanction authority by the Board by allowing the Board to maintain jurisdiction over revoked licensees.
- Increased civil penalty authority to maximum of $3000 per violation ($5,000 title act/unlicensed practice violations).
  - Voluntary registration for non-clinical Bachelor-level Social Workers (RBSWs), effective January 1, 2011.
  - Voluntary licensure for non-clinical Masters-level social workers (LMSWs), effective January 1, 2011.
  - Implemented application fees and licensure/registration renewal fees for RBSWs and LMSWs (fee bill passed in the 2011 Legislature to approve fees for the new options).
  - Mandatory licensure for those practicing clinical social work only, effective January 1, 2011.
  - Protection of the title "social worker" by limiting its use to those regulated by the Board (sanction authority for violations begins Jnauary 1, 2011).
  - Board name change to "Board of Licensed Social Workers."

The Board saw HB 2082 enacted during the 2013 Legislative Session. This bill refined the definition of the practice of social work, bringing it into alignment with national models.

Additional accomplishments of the Board include:

Staff continually works with the computer consultant to upgrade the data base functions to increase tracking and reporting capabilities, as well as overall office efficiencies. The "Directory of Regulated Social Workers" is on the Board's web site, which has dramatically reduced the number of requests for verification of licenses, and enables consumers direct access to see if a person is licensed by the Board and whether or not they have had any disciplinary actions. The directory automatically updates hourly, and provides the full text of any disciplinary action. In addition, a historical disciplinary action document is continually updated and posted on the Board's web site. This enables credentialing agencies to receive information they need immediately.

The Board has implemented on-line renewals successfully, and with that option added ability to pay by credit cards for renewal.

In addition, the Board implemented a secure, paperless, iPad-based communication structure with Board members for transmission of board materials and confidential investigation information.

The Board completed a project to scan all paper files and convert them to PDF electronic files. All files going forward are maintained electronically.

The Board office now has current e-mail addresses more than two-thirds of the licensee base. This enables the Board to send out newsletters and other information to half of the licensee base through electronic mail. This saves the Board supplies, time, and money.

The Board hired a new Executive Director in July 2013 with a

background in health regulatory boards and experience with state government and legislative procedures. The new director has focused on establishing streamlining licensing operations and filling staff vacancies, as well as making connections with stakeholders and resources

CRITERIA FOR 2015-17 BUDGET DEVELOPMENT

In developing its budget, the Board's primary concern is its responsibility for consumer protection, while at the same time, providing a full range of services to licensees, public and state agencies, and members of the public in a timely, efficient, and economical manner.

CURRENT TECHNOLOGICAL RESOURCES

- The Board contracts with a professional IT consultant with many years of experience working with similar boards. This allows the Board to have a professional IT environment, appropriately tailored to a small agency's needs, and leveraging the similarity of some programming needs across agencies into a lower-cost structure. A key initiative that has been implemented now is on-line renewals. This initiative shares development costs with other Boards by sharing the work of the same IT consultant.

- The Board has implemented, as of August 2012, a secure, paperless, iPad-based communication structure with Board members for transmission of board materials and confidential materials.

- The Board continues to add functions to its database, thus improving its ability to provide the most up-to-date information to the licensees and the public.

- There are eight computers in the Board office. The various software packages utilized by the Board are continually updated as needed.

- The Board has added the basic capacity to transition its database to a web-enabled software. This is a critical effort to streamline office operations and move toward an electronic records management model and paperless office administration.

- The Board replaced its computer network server in June 2009, and maintained the old server as part of its network. This allowed the Board to create redundancy to enable its Business Continuity Plan, while creating infrastructure to support a move toward electronic document storage to be implemented over the next two biennia.

- The Board shares equipment with other State Boards located in the same building, which produces savings for the Boards.

OTHER CONSIDERATIONS: MAJOR BOARD ACTIVITIES

- **Consumer Protection**

  Consumer protection is one of the primary ways the Board honors its mission of public protection. The Board has delegated authority to investigate complaints and reports of unethical practice to the Consumer Protection Committee (CPC). The CPC is comprised of three Board members (including one public member). The CPC

oversees investigations and reviews reports. The investigation function has shifted to the staff level to deal with the continual rise in complaints.

The CPC, with the assistance of the Board's Executive Director and Compliance Specialist, also negotiates Stipulated Agreements, and performs other duties that the Board assigns. The CPC reports its findings and makes recommendations to the full Board in Executive Session. After thorough discussion, the Board decides what action to take on each case. The Board's Assistant Attorney General participates in the CPC meeting as well as the Board's Executive Session to provide legal counsel, and represents the Board in any contested cases.

The Board initially received authority for 1.0 FTE Compliance Specialist 2 as part of the 2011-13 budget and for 1.0 FTE Investigator 2 in the 2013-15 budget. These positions will allow the board to keep up with the rapidly growing licensee base, the rise in quantity and complexity of cases, and to improve the Board's performance on its Key Performance Measure measuring timely resolution of complaints.

Complaint Load Growth - Board of Licensed Social Workers

Biennium	Ethics Violations	Unlicensed Practice Cases	Social Worker Title Violation Cases	Total Case Load	
91-93	32	0	0	**32**	Actual
93-95	35	0	0	**35**	Actual
95-97	37	0	0	**37**	Actual
97-99	81	0	0	**81**	Actual
99-01	51	0	0	**51**	Actual
2001-03	72	0	0	**72**	Actual
2003-05	41	0	0	**41**	Actual
2005-07	60	0	0	**60**	Actual
2007-09	94	0	0	**94**	Actual
2009-11	110	0	0	**110**	Actual
2011-13	142	8	1	**151**	Actual

The Board has received 46 new cases as of June 30, 2014.

SB 177 (2009) expanded the Board's compliance program in three ways beginning on January 1, 2011, by:

1) Protecting Oregonians from the unlicensed practice of clinical social work. This means that reports of unlicensed clinical practice will be investigated, and – if substantiated – can lead to civil penalties of up to $5,000 per occurrence.

2) Education and enforcement of new title protection for the term "social worker." As of January 1, 2011, only those with a degree in social work and licensed through the Board can use the title "social worker."

3) Enforcing ethical standards applicable to RBSW and LMSWs, and issuing discipline and civil penalties against RBSWs and LMSWs as appropriate.

Impaired Social Workers: As of July 1, 2010, the Board continues to investigate allegations of impairment, but no longer operates its own confidential monitoring program for impaired social workers, in accordance with the provisions of HB 2345 (2009).

In addition to these compliance program activities, the Board also operates the following licensing program activities:

- **Certificate of Clinical Social Work Associate (CSWA)**

  To obtain a CSWA certificate, an individual must have an MSW, have a Plan of Supervision that is approved by the Board and be working in an agency under the supervision of an LCSW. It generally takes 2 years working full-time to complete a Plans of Supervision and log the required number of practice and supervision hours. The Board monitors each Plan of Supervision by reviewing six-month evaluation reports from the CSWA's supervisor. These regular reports allow the Board to make certain that all requirements for licensure are being met, as well as ensuring that the license applicant is receiving appropriate supervision. This process ensures that mental health professionals are adequately prepared to service the citizens of Oregon.

- **Licensed Clinical Social Worker (LCSW)**

  Once a CSWA completes the Plan of Supervision, she or he is eligible to proceed to take the board-approved national exam and become licensed. The national exam for licensure is maintained and administered by the Association of Social Work Boards (ASWB). The Oregon Board is a delegate member of ASWB. An LCSW candidate is also required to complete an examination on the relevant Oregon statutes and rules governing the practice of social work in Oregon. A social worker licensed in another state may apply for licensure in Oregon if the requirements in the other state are substantially equivalent to Oregon's

- **Licensed Master Social Worker (LMSW) and Certification as a Registered Bachelor of Social Work (RBSW)**

  The RBSW and LMSW are new licenses that were established in 2009, and were implemented beginning January 1, 2011. These licenses expanded the Board's licensing authority to non-clinical social work on a voluntary basis. The acceptance rate for these new

licenses has been excellent, with almost 600 licenses issued by July 2014.

- **Licensure Renewal / Continuing Education**

Licenses are currently renewed every two years in the licensee's birth month for RBSW, LMSW and LCSW. The CSWA certificate is renewed every year.

An LCSW is required to accumulate and report a total of 40 accredited hours of continuing education related to his or her clinical work with every two-year renewal cycle. An RBSW must complete 20 hours and an LMSW must complete 30 hours of continuing education each renewal cycle.

The continuing education requirement ensures a high quality of professional service to the public.

The Board has streamlined its CE compliance process, and now randomly audits 20% of the CE completion attestation reports each year. The audited licensees are notified that they must submit proof (such as attendance certificates from the conferences and workshops they attended) of their CE compliance. All others can renew without additional documentation.

Summary of 2015-17 Biennium Budget

Licensed Social Workers, Board of
Clinical Social Workers, Board of
2015-17 Biennium

Governor's Budget
Cross Reference Number: 12400-000-00-00-00000

Description	Positions	Full-Time Equivalent (FTE)	ALL FUNDS	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds
2013-15 Leg Adopted Budget	6	6.00	1,350,215	-	-	1,350,215	-	-	-
2013-15 Emergency Boards	-	-	45,110	-	-	45,110	-	-	-
2013-15 Leg Approved Budget	**6**	**6.00**	**1,395,325**	**-**	**-**	**1,395,325**	-	**-**	**-**
2015-17 Base Budget Adjustments									
Net Cost of Position Actions									
Administrative Biennialized E-Board, Phase-Out	-	-	12,738	-	-	12,738	-	-	-
Estimated Cost of Merit Increase			-	-	-	-	-	-	-
Base Debt Service Adjustment			-	-	-	-	-	-	-
Base Nonlimited Adjustment			-	-	-	-	-	-	-
Capital Construction			-	-	-	-	-	-	-
Subtotal 2015-17 Base Budget	**6**	**6.00**	**1,408,063**	**-**	**-**	**1,408,063**	-	**-**	**-**
Essential Packages									
010 - Non-PICS Pers Svc/Vacancy Factor									
Non-PICS Personal Service Increase/(Decrease)	-	-	3,349	-	-	3,349	-	-	-
Subtotal	**-**	**-**	**3,349**	**-**	**-**	**3,349**	-	**-**	**-**
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)	-	-	59,568	-	-	59,568	-	-	-
State Gov"t & Services Charges Increase/(Decrease)			10,184	-	-	10,184	-	-	-
Subtotal	**-**	**-**	**69,752**	**-**	**-**	**69,752**	-	**-**	**-**

Summary of 2015-17 Biennium Budget

Licensed Social Workers, Board of
Clinical Social Workers, Board of
2015-17 Biennium

Governor's Budget
Cross Reference Number: 12400-000-00-00-00000

Description	Positions	Full-Time Equivalent (FTE)	ALL FUNDS	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds
040 - Mandated Caseload									
040 - Mandated Caseload	-	-	-	-	-	-	-	-	-
050 - Fundshifts and Revenue Reductions									
050 - Fundshifts	-	-	-	-	-	-	-	-	-
060 - Technical Adjustments									
060 - Technical Adjustments	-	-	-	-	-	-	-	-	-
Subtotal: 2015-17 Current Service Level	**6**	**6.00**	**1,481,164**	**-**	**-**	**1,481,164**	**-**	**-**	**-**

Summary of 2015-17 Biennium Budget

Licensed Social Workers, Board of
Clinical Social Workers, Board of
2015-17 Biennium

Governor's Budget
Cross Reference Number: 12400-000-00-00-00000

Description	Positions	Full-Time Equivalent (FTE)	ALL FUNDS	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds
Subtotal: 2015-17 Current Service Level	**6**	**6.00**	**1,481,164**	**-**	**-**	**1,481,164**	**-**	**-**	**-**
070 - Revenue Reductions/Shortfall									
070 - Revenue Shortfalls	-	-	-	-	-	-	-	-	-
Modified 2015-17 Current Service Level	**6**	**6.00**	**1,481,164**	**-**	**-**	**1,481,164**	**-**	**-**	**-**
080 - E-Boards									
080 - May 2014 E-Board	-	-	-	-	-	-	-	-	-
081 - September 2014 E-Board	-	-	-	-	-	-	-	-	-
Subtotal Emergency Board Packages	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**
Policy Packages									
090 - Analyst Adjustments	-	-	(70,011)	-	-	(70,011)	-	-	-
100 - License Renewal Fee Increase	-	-	-	-	-	-	-	-	-
Subtotal Policy Packages	**-**	**-**	**(70,011)**	**-**	**-**	**(70,011)**	**-**	**-**	**-**
Total 2015-17 Governor's Budget	**6**	**6.00**	**1,411,153**	**-**	**-**	**1,411,153**	**-**	**-**	**-**
Percentage Change From 2013-15 Leg Approved Budget	-	-	1.13%	-	-	1.13%	-	-	-
Percentage Change From 2015-17 Current Service Level	-	-	-4.73%	-	-	-4.73%	-	-	-

Summary of 2015-17 Biennium Budget

Licensed Social Workers, Board of
Operations
2015-17 Biennium

Governor's Budget
Cross Reference Number: 12400-001-00-00-00000

Description	Positions	Full-Time Equivalent (FTE)	ALL FUNDS	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds
2013-15 Leg Adopted Budget	6	6.00	1,350,215	-	-	1,350,215	-	-	-
2013-15 Emergency Boards	-	-	45,110	-	-	45,110	-	-	-
2013-15 Leg Approved Budget	**6**	**6.00**	**1,395,325**	**-**	**-**	**1,395,325**	-	**-**	**-**
2015-17 Base Budget Adjustments									
Net Cost of Position Actions									
Administrative Biennialized E-Board, Phase-Out	-	-	12,738	-	-	12,738	-	-	-
Estimated Cost of Merit Increase			-	-	-	-	-	-	-
Base Debt Service Adjustment			-	-	-	-	-	-	-
Base Nonlimited Adjustment			-	-	-	-	-	-	-
Capital Construction			-	-	-	-	-	-	-
Subtotal 2015-17 Base Budget	**6**	**6.00**	**1,408,063**	**-**	**-**	**1,408,063**	-	**-**	**-**
Essential Packages									
010 - Non-PICS Pers Svc/Vacancy Factor									
Non-PICS Personal Service Increase/(Decrease)	-	-	3,349	-	-	3,349	-	-	-
Subtotal	**-**	**-**	**3,349**	**-**	**-**	**3,349**	-	**-**	**-**
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)	-	-	59,568	-	-	59,568	-	-	-
State Gov"t & Services Charges Increase/(Decrease)			10,184	-	-	10,184	-	-	-
Subtotal	**-**	**-**	**69,752**	**-**	**-**	**69,752**	-	**-**	**-**

Summary of 2015-17 Biennium Budget

Licensed Social Workers, Board of Operations
2015-17 Biennium

Governor's Budget
Cross Reference Number: 12400-001-00-00-00000

Description	Positions	Full-Time Equivalent (FTE)	ALL FUNDS	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds
040 - Mandated Caseload									
040 - Mandated Caseload	-	-	-	-	-	-	-	-	-
050 - Fundshifts and Revenue Reductions									
050 - Fundshifts	-	-	-	-	-	-	-	-	-
060 - Technical Adjustments									
060 - Technical Adjustments	-	-	-	-	-	-	-	-	-
Subtotal: 2015-17 Current Service Level	**6**	**6.00**	**1,481,164**	**-**	**-**	**1,481,164**	**-**	**-**	**-**

Summary of 2015-17 Biennium Budget

Licensed Social Workers, Board of
Operations
2015-17 Biennium

Governor's Budget
Cross Reference Number: 12400-001-00-00-00000

Description	Positions	Full-Time Equivalent (FTE)	ALL FUNDS	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds
Subtotal: 2015-17 Current Service Level	**6**	**6.00**	**1,481,164**	**-**	**-**	**1,481,164**	**-**	**-**	**-**
070 - Revenue Reductions/Shortfall									
070 - Revenue Shortfalls	-	-	-	-	-	-	-	-	-
Modified 2015-17 Current Service Level	**6**	**6.00**	**1,481,164**	**-**	**-**	**1,481,164**	**-**	**-**	**-**
080 - E-Boards									
080 - May 2014 E-Board	-	-	-	-	-	-	-	-	-
081 - September 2014 E-Board	-	-	-	-	-	-	-	-	-
Subtotal Emergency Board Packages	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**
Policy Packages									
090 - Analyst Adjustments	-	-	(70,011)	-	-	(70,011)	-	-	-
100 - License Renewal Fee Increase	-	-	-	-	-	-	-	-	-
Subtotal Policy Packages	**-**	**-**	**(70,011)**	**-**	**-**	**(70,011)**	**-**	**-**	**-**
Total 2015-17 Governor's Budget	**6**	**6.00**	**1,411,153**	**-**	**-**	**1,411,153**	**-**	**-**	**-**
Percentage Change From 2013-15 Leg Approved Budget	-	-	1.13%	-	-	1.13%	-	-	-
Percentage Change From 2015-17 Current Service Level	-	-	-4.73%	-	-	-4.73%	-	-	-

Summary Cross Reference Number	Cross Reference Description	2011-13 Actuals	2013-15 Leg Adopted Budget	2013-15 Leg Approved Budget	2015-17 Agency Request Budget	2015-17 Governor's Budget	2015-17 Leg Adopted Budget
001-00-00-00000	Operations						
	Other Funds	1,244,783	1,350,215	1,395,325	1,484,362	1,411,153	-
TOTAL AGENCY							
	Other Funds	1,244,783	1,350,215	1,395,325	1,484,362	1,411,153	-

PROGRAM PRIORITIZATION FOR 2015-17

Agency Name: Oregon Board of Licensed Social Workers

2015-17 Biennium — Agency Number: 12400

Program 1

Program/Division Priorities for 2015-17 Biennium

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22
Priority (ranked with highest priority first)		Agency Initials	Program or Activity Initials	Program Unit/Activity Description	Identify Key Performance Measure(s)	Primary Purpose Program-Activity Code	GF	LF	OF	NL-OF	FF	NL-FF	TOTAL FUNDS	Pos.	FTE	New or Enhanced Program (Y/N)	Included as Reduction Option (Y/N)	Legal Req. Code (C, D, FM, FO, S)	Legal Citation	Explain What is Mandatory (for C, FM, and FO Only)	Comments on Proposed Changes to CSL included in Agency Request
Agcy	Prgm/ Div																				
124	Licensing			Licensing Program	2,4,5	3,10			743,665				$ 743,665	4	3.50	N	N	S	ORS 675.510-600	Eliminating licensing program would require statutory change and would make licensing program meaningless, cuts would be better implement by % or line-item.	
124	Investigation			Compliance	1,5	3,10			740,697				$ 740,697	3	2.50	N	N	S	ORS 675.510-600; 675.990-994; 676.175.177	Eliminating compliance program would require statutory change and would make compliance program meaningless; cuts would be better implemented by % or line-item.	
													$ -								
													$ -								
													$ -								
													$ -								
													$ -								
													$ -								
							-	-	1,484,362	-	-	-	$ 1,484,362	6	6.00						

7. Primary Purpose Program/Activity Exists

1 Civil Justice
2 Community Development
3 Consumer Protection
4 Administrative Function
5 Criminal Justice
6 Economic Development
7 Education & Skill Development
8 Emergency Services
9 Environmental Protection
10 Public Health
11 Recreation, Heritage, or Cultural
12 Social Support

19. Legal Requirement Code

C Constitutional
D Debt Service
FM Federal - Mandatory
FO Federal - Optional (once you choose to participate, certain requirements exist)
S Statutory

Within each Program/Division area, prioritize each Budget Program Unit (Activities) by detail budget level in ORBITS

Document criteria used to prioritize activities:

Activities have been prioritized based on agency functions and relationship to agency's responsibility to maintain and improve public safety.

20

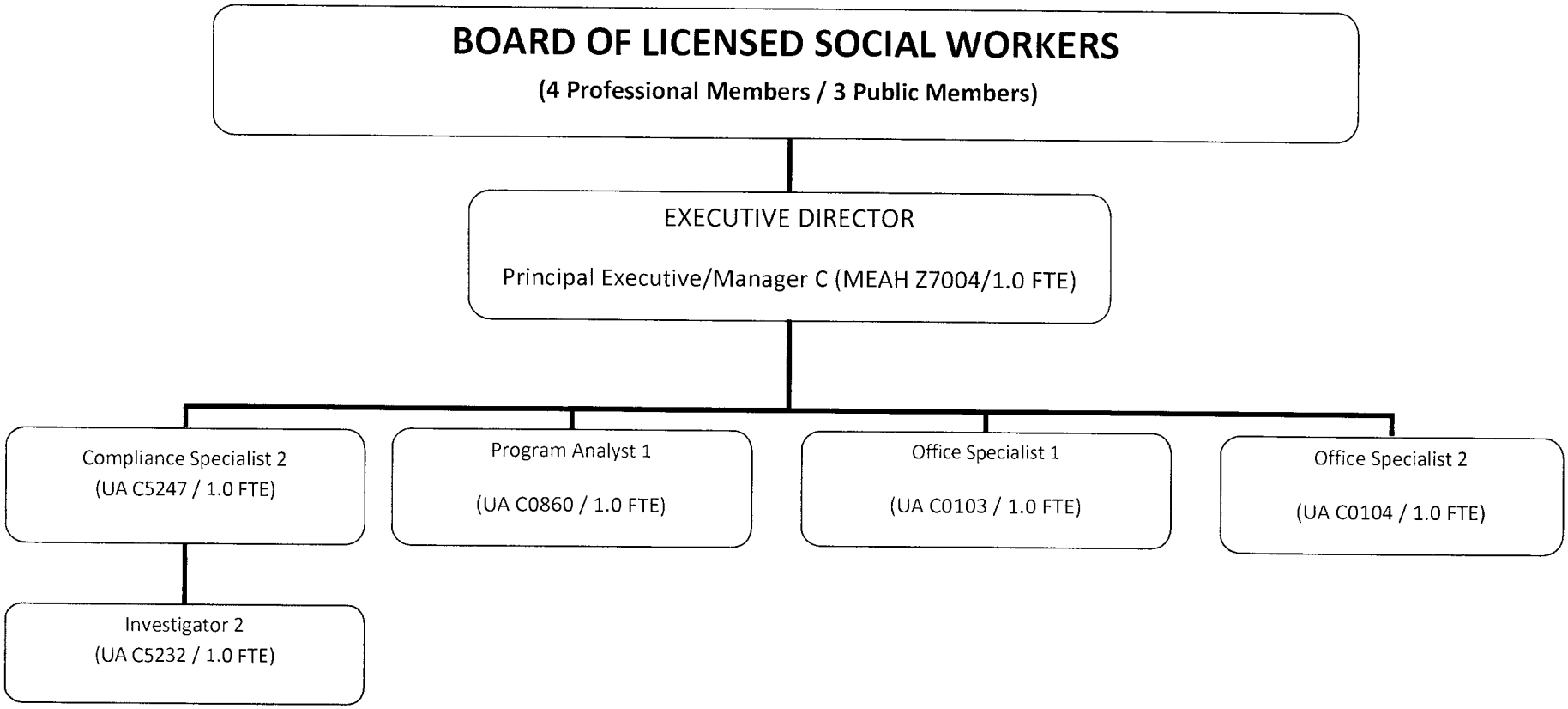
21

10% REDUCTIONS OPTIONS (ORS 291.216)

ACTIVITY OR PROGRAM (WHICH PROGRAM OR ACTIVITY WILL NOT BE UNDERTAKEN)	DESCRIBE REDUCTION (DESCRIBE THE EFFECTS OF THIS REDUCTION. INCLUDE POSITIONS AND FTE IN 2013-15 AND 2015-17)	AMOUNT AND FUND TYPE (GF, LF, OF, FF. IDENTIFY REVENUE SOURCE FOR OF, FF)	RANK AND JUSTIFICATION (RANK THE ACTIVITIES OR PROGRAMS NOT UNDERTAKEN IN ORDER OF LOWEST COST FOR BENEFIT OBTAINED)
TRAVEL EXPENSE CUTS	DECREASE IN –IN AND OUT-OF STATE TRAVEL FUNDS WILL FORCE FEWER BOARD MEETINGS; DECREASE ABILITY FOR STAFF AND BOARD TO LEARN AND STAY CURRENT WITH BEST PRACTICES	OTHER FUNDS: $22,000.00 REVENUE COMES FROM LICENSURE AND RENEWAL FEES OF THOSE UNDER THE BOARD'S JURISDICTION.	THIS CUT IS RANKED #1 BECAUSE IMPLEMENTATION WOULD HAVE THE LEAST NEGATIVE IMPACT ON AGENCY OPERATIONS
OFFICE EXPENSE CUTS	THIS S&S REDUCTION WOULD DECREASE THE AGENCY'S ABILITY TO SERVE CUSTOMERS.	OTHER FUNDS: $30,000.00 REVENUE COMES FROM LICENSURE AND RENEWAL FEES OF THOSE UNDER THE BOARD'S JURISDICTION.	THIS CUT IS RANKED #2 BECAUSE IMPLEMENTATION WILL HAVE MODERATE NEGATIVE IMPACTS ON THE AGENCY'S ABILITY TO PROTECT THE PUBLIC THROUGH A STRINGENT LICENSURE AND COMPLIANCE PROGRAM
IT PROFESSIONAL SERVICES and IT EXPENDABLE PROPERTY CUTS	REDUCE S FUNDING FOR IT INITIATIVES AND SUPPORT FOR THE OFFICE	OTHER FUNDS: $16,000.00 REVENUE COMES FROM LICENSURE AND RENEWAL FEES OF THOSE UNDER THE BOARD'S JURISDICTION.	THIS CUT IS RANKED #3 BECAUSE IMPLEMENTATION WOULD DIRECTLY AND NEGATIVELY IMPACT THE AGENCY'S ABILITY TO IMPROVE ITS EFFICIENCY
PROFESSIONAL SERVICES	REDUCE FUNDING FOR OUTSIDE INVESTIGATORS AND CONTESTED CASE COSTS	OTHER FUNDS: $30,000.00 REVENUE COMES FROM LICENSURE AND RENEWAL FEES OF THOSE UNDER THE BOARD'S JURISDICTION.	THIS CUT IS RANKED #4 BECAUSE IMPLEMENTATION WOULD DIRECTLY AND NEGATIVELY IMPACT THE AGENCY'S PUBLIC PROTECTION FUNCTION
ATTORNEY GENERAL FEES	SEVERELY DECREASES FUNDS FOR AG SERVICES. SEVERE RESTRICTIONS WOULD BE PUT IN PLACE AN ABILITY TO CONSULT WITH BOARD COUNSEL ON CASES AND BOARD OPERATIONS.	OTHER FUNDS: 50,000.00 REVENUE COMES FROM LICENSURE AND RENEWAL FEES OF THOSE UNDER THE BOARD'S JURISDICTION.	THIS CUT IS RANKED #5 BECAUSE IMPLEMENTATION WOULD DIRECTLY AND SEVERELY IMPACT THE AGENCY'S ABILITY TO PROTECT THE PUBLIC AND MINIMIZE RISK.
Total cuts (S&S only)		**$148,000**	

OREGON BOARD OF LICENSED SOCIAL WORKERS

ORGANIZATIONAL CHART 2013-2015



Board of Licensed Social Workers Organizational Chart - 2013-15

Revenues

STATE BOARD OF LICENSED SOCIAL WORKERS
REVENUE FORECAST NARRATIVE

The Board did not propose any changes to its fee structure for 2015-17. The Board had its last fee increase in July 2008. However the budget analyst recommends a 10% fee increase for the LCSW, CSWA, LMSW and RBSW licenses. The proposed fee increase would generate $122,322 for the biennium and would allow the Board to continue services and the current level and leave an ending fund balance sufficient to cover approximately 4 months of operating expenses. With this increase, the Board should have sufficient funds to continue operation at current levels through the 2017-19 biennium.

The Board has experienced significant growth in its licensee base over the past several years.

BASIS FOR 2015-17 ESTIMATES

The licensee base has continued to grow steadily over the years and saw an increased rate of growth following the transition of the LCSW license from voluntary to mandatory. In addition, the creation of the RBSW and the LMSW licenses has contributed to that growth. The most largest component of the Board's revenue stream continues to be LCSW licensure renewals. The continued growth and stability of this revenue source is a key component of the financial health of the Board, and a key component of any budget from this Board. A history of the number of LCSWs regulated by this Board shows steady growth:

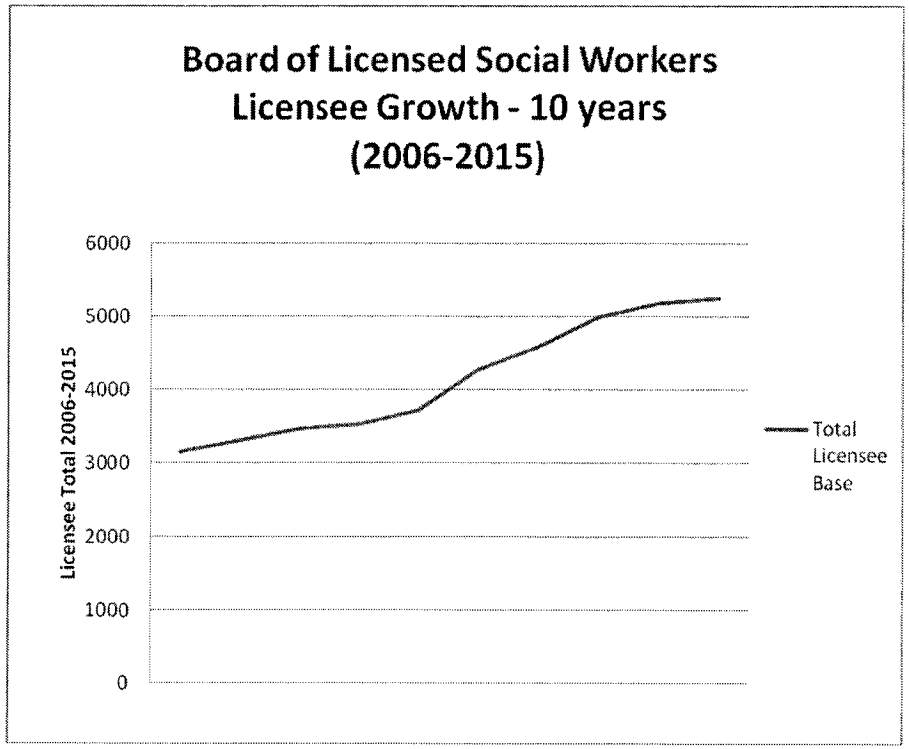
Date	Number of LCSWs regulated
July 1, 2006	2696
July 1, 2008	2927
July 1, 2009	3056
July 1, 2010	3160
July 1, 2011	3345
July 1, 2012	3458
July 1, 2013	3573
July 1, 2014	3745

In addition, the precursor to the LCSW license, the CSWA certificate, has also grown. In 2006 the CSWA program averaged about 500 participants, but today there are over 850 CSWAs in the system. Most of these individuals, upon completion of their Plan of Supervision, will apply to receive their LCSW.

The new license types, the RBSW and LMSW, which were introduced in 2011, represent over 550 licenses issued.

The 2015-17 ARB budget is based on current growth rates and assumes a more moderate growth in 2015-17.

The Board actively promotes a healthy regulatory climate and educates students, prospective licensees and future employers about mandatory and voluntary licenses. This outreach will continue to attract license applications from graduates of schools of social work. The current and projected growth of the Board is summed up in the following chart:



Year	LCSWs	CSWAs	RBSWs	LMSWs	Total Licensee Base	
2006	2696	458			**3154**	Actual
2007	2814	503			**3317**	Actual
2008	2927	539			**3466**	Actual
2009	3056	473			**3529**	Actual
2010	3160	554			**3714**	Actual
2011	3345	713	25	190	**4273**	Actual
2012	3458	753	35	347	**4593**	Actual
2013	*3573*	841	76	*508*	**4998**	Actual
2014	3745	862	76	503	**5186**	Actual
2015	*3760*	*918*	*80*	*502*	***5260***	*Projected*

DETAIL OF LOTTERY FUNDS, OTHER FUNDS, AND FEDERAL FUNDS REVENUE

Source	Fund	ORBITS Revenue Acct	2011-2013 Actual	2013-15 Legislatively Adopted	2013-15 Estimated	2015-17		
						Agency Request	Governor's	Legislatively Adopted
Proposed Fee Schedule								
Business Licensees and Fees	OF	0205	1,207,546	1,284,950	1,267,922	1,411,540		
Non-business Licenses and fees	OF	0210	58,533	25,000	61,460	37,500		
Fines and Forfeitures	OF	0505	5,204	25,000	5,464	25,000		
Interest Income	OF	0605	1,805	0	1,895	3,000		
Sales Income	OF	0705	1,375	2,000	1,444	1,500		
Other Revenues	OF	0975	469	3,000	492	500		
TOTALS	OF		1,274,932	1,339,950	1,338,677	1,479,040		

___ Agency Request X_____ Governor's Budget _____ Legislatively Adopted Budget Page 28

DETAIL OF LOTTERY FUNDS, OTHER FUNDS, AND FEDERAL FUNDS REVENUE

Licensed Social Workers, Board of — **Agency Number: 12400**

2015-17 Biennium — **Cross Reference Number: 12400-000-00-00-00000**

Source	2011-13 Actuals	2013-15 Leg Adopted Budget	2013-15 Leg Approved Budget	2015-17 Agency Request Budget	2015-17 Governor's Budget	2015-17 Leg Adopted Budget
Other Funds						
Business Lic and Fees	1,207,546	1,284,950	1,284,950	1,411,540	1,433,122	-
Non-business Lic. and Fees	58,533	25,000	25,000	37,500	24,800	-
Fines and Forfeitures	5,204	25,000	25,000	25,000	25,000	-
Interest Income	1,805	-	-	3,000	3,000	-
Sales Income	1,375	2,000	2,000	1,500	2,000	-
Other Revenues	469	3,000	3,000	500	-	-
Total Other Funds	**$1,274,932**	**$1,339,950**	**$1,339,950**	**$1,479,040**	**$1,487,922**	**-**

DETAIL OF LOTTERY FUNDS, OTHER FUNDS, AND FEDERAL FUNDS REVENUE

Licensed Social Workers, Board of — **Agency Number: 12400**

2015-17 Biennium — **Cross Reference Number: 12400-001-00-00-00000**

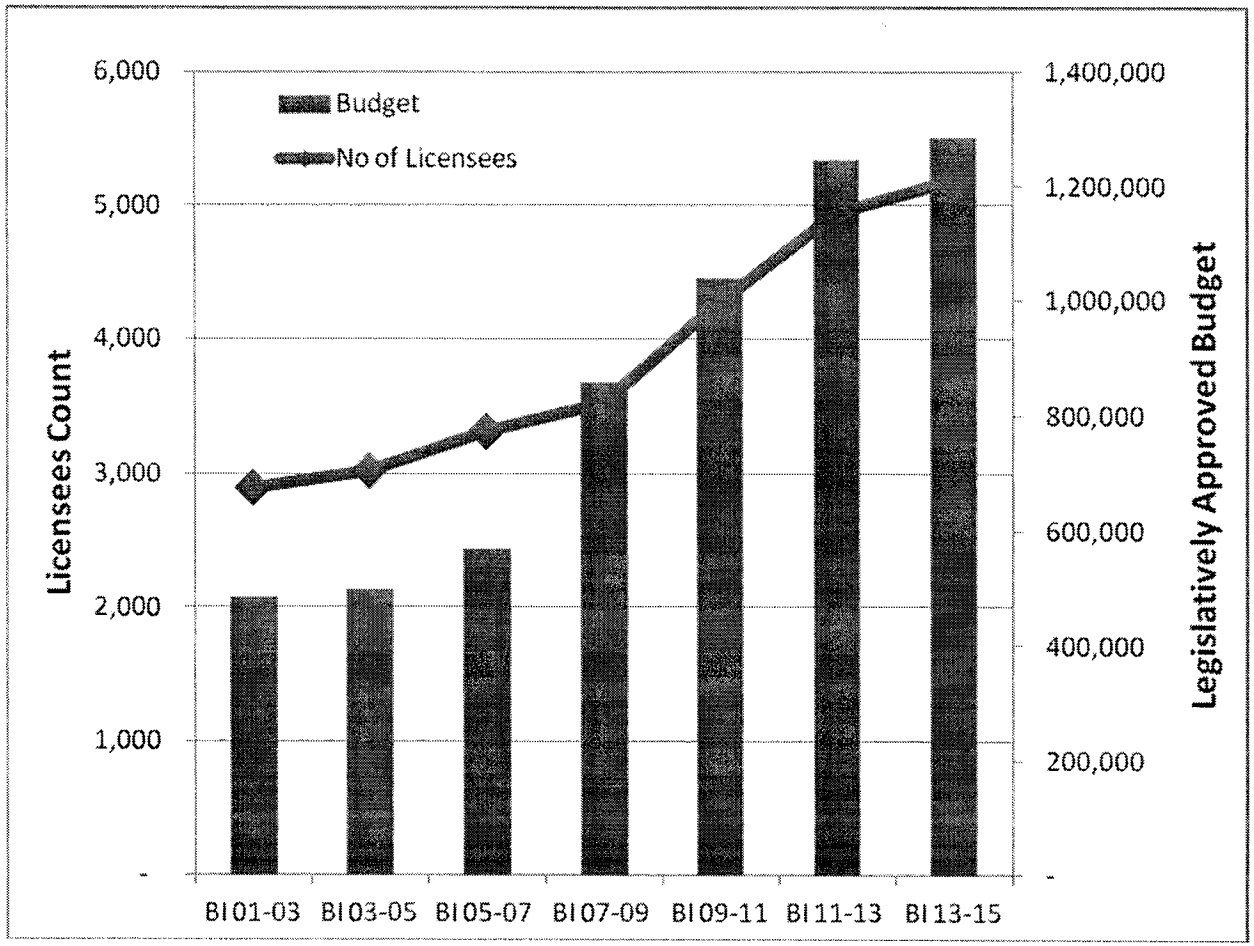
Source	2011-13 Actuals	2013-15 Leg Adopted Budget	2013-15 Leg Approved Budget	2015-17 Agency Request Budget	2015-17 Governor's Budget	2015-17 Leg Adopted Budget
Other Funds						
Business Lic and Fees	1,207,546	1,284,950	1,284,950	1,411,540	1,433,122	-
Non-business Lic. and Fees	58,533	25,000	25,000	37,500	24,800	-
Fines and Forfeitures	5,204	25,000	25,000	25,000	25,000	-
Interest Income	1,805	-	-	3,000	3,000	-
Sales Income	1,375	2,000	2,000	1,500	2,000	-
Other Revenues	469	3,000	3,000	500	-	-
Total Other Funds	**$1,274,932**	**$1,339,950**	**$1,339,950**	**$1,479,040**	**$1,487,922**	**-**

Program Units

BUDGET NARRATIVE

Program Unit Executive Summary
Oregon Board of Licensed Social Workers (BLSW): Health Regulatory Licensing Board

Primary Outcome Area:	Safety
Secondary Outcome Area:	n/a
Program Contact:	Randy Harnisch, Executive Director: 503-373-1163



BUDGET NARRATIVE

The Oregon Board of Licensed Social Workers (BLSW) accomplishes its mission to protect the citizens of Oregon through the licensing and regulation of social workers. The BLSW is a policy making Board comprised of seven members, appointed by the Governor, and confirmed by the Senate. Four members are licensed clinical social workers and the other three are public members. The BLSW licenses and regulates approximately 5,200 social workers, and is administered by a staff of six. The Board's 2013-2015 biennial budget is $1,339,950 and is supported almost exclusively through fees paid by licensees (100% Other Funds Budget).

Program Funding Request

BLSW is requesting $1,484,362 OF expenditure limitation for 2015-17, reflecting continued significant growth of the licensee base in 2013-15. The public safety outcome this will achieve is public protection through competent and efficient regulation of social workers. If the funding request is approved, the continuing costs to achieve this public safety outcome for future biennia are: $1,653,259 (2017-19); $1,813,301 (2019-21); $1,992,831 (2021-23).

Program Description and Performance

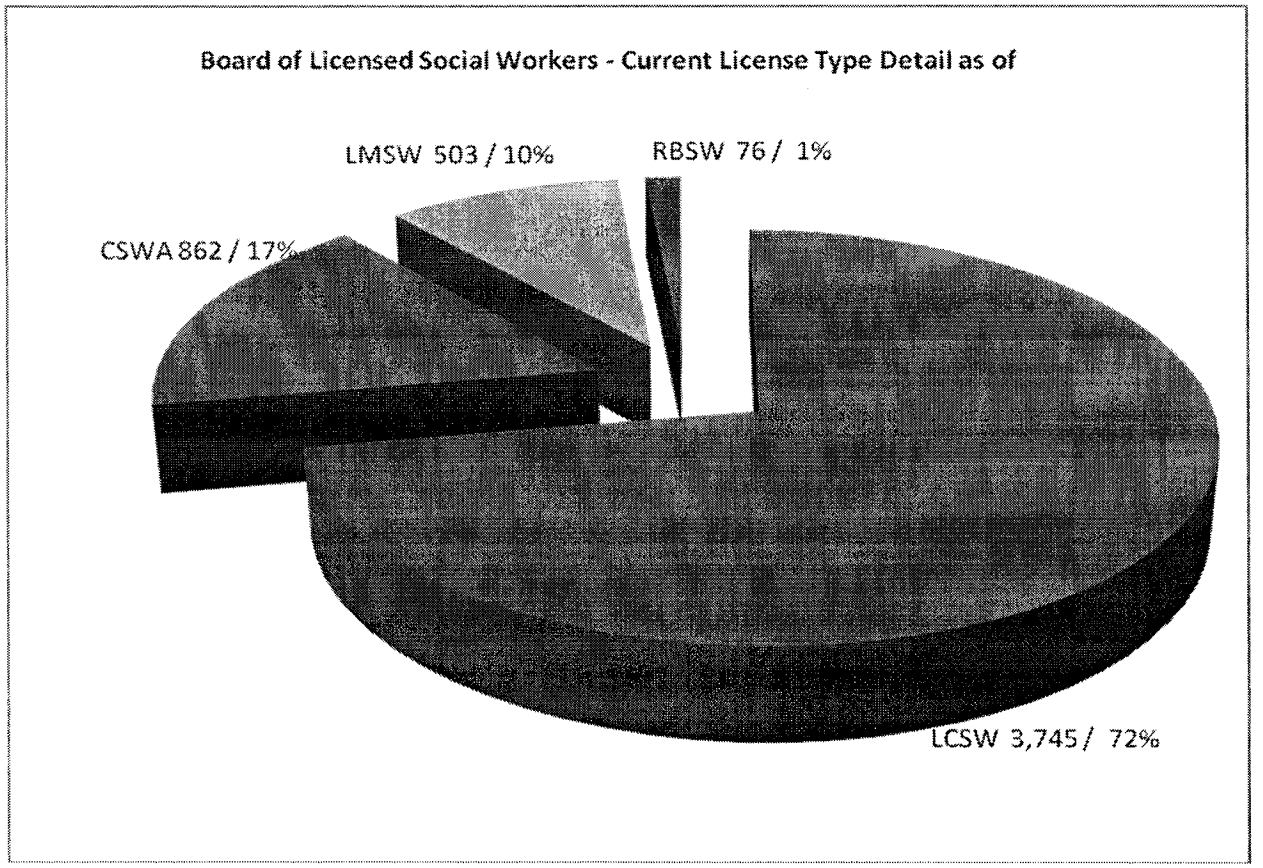
The BLSW has successfully accomplished a full scale regulatory transformation over the past four years that has dramatically increased its ability to protect the public and better serve the social work profession. Historically, the large field of social work was regulated on a voluntary basis only. This meant that no license was required whatsoever for any type of social work, including social work in the area of mental health work. Only two clinical (mental health) licensing options were available on a voluntary basis at the Masters level (MSW). Upon graduation with a MSW, the first stage was to apply for the Clinical Social Work Associate certification (CSWA), in which supervised mental health practice occurs. After completion of a minimum of two years of CSWA experience, and passage of a national exam, the core eligibility requirements for licensure as a Licensed Clinical Social Worker (LCSW license) are met. The LCSW allows unsupervised clinical practice and the ability to apply for insurance panels.

In 2009, the Legislature agreed with the BLSW that this level of regulation was insufficient for effective protection of the public, and passed Senate Bill 177 (2009) that allowed the BLSW to implement, as of 2011, key changes in its licensure and compliance programs:

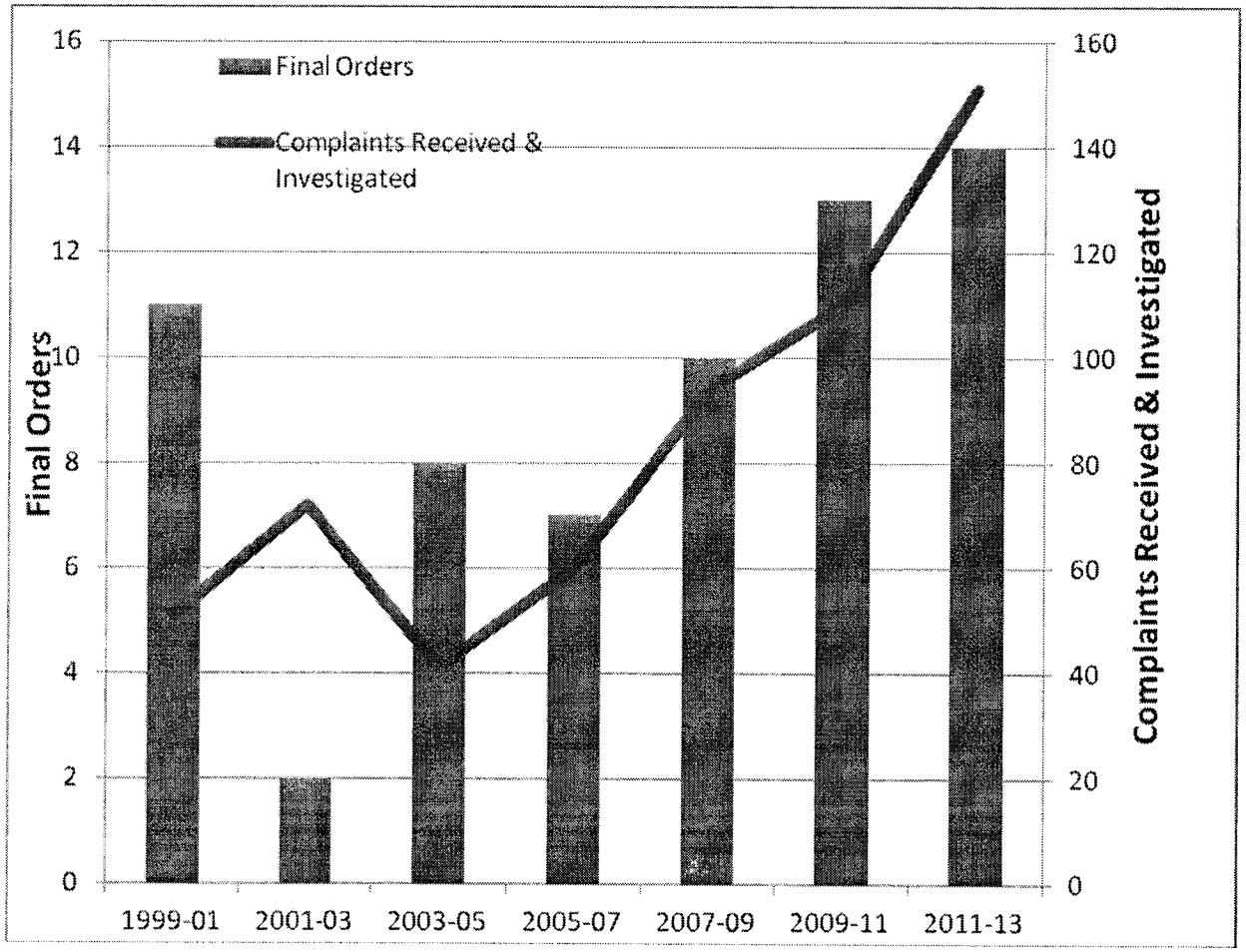
- Mandatory Licensure in the field of clinical social work (limited exceptions apply)
- Corresponding authority to pursue cases of unlicensed clinical practice
- Addition of two new voluntary license types at the Bachelor and Masters level for non-clinical practice of social work (RBSW and LMSW)
- Entirely new title protection for the term "social worker" which can only be used by those with degrees in social work and licensure from BLSW

The BLSW has worked very smoothly with the social work community on the implementation of these key changes in licensure and compliance, resulting in significant growth of the agency.

Licensure: The BLSW licensing base grew 17% in 2011-13 and 5.2% in 2013-15. BLSW has responded by implementing key efficiencies such as moving to on-line renewals and eliminating most paper-based continuing education submissions by moving to a random-audit process. BLSW's current licensee demographics are:



Compliance: The BLSW investigates violations of its statutes and rules, and emphasizes when possible and appropriate to resolve infractions through negotiated agreements that result in public discipline. Although BLSW's ability to issue Final Orders and resolve cases increased when the Board was able to receive approvals for establishing a professional staff compliance position, the shift from Board to staff-based investigations came late. This means that the BLSW has successfully completed a transition to staff-based investigations, but continues to struggle with a backlog of cases due to increasing case loads. The following graph illustrates the growth in both output and caseload:



Pro-active Enforcement through education: The BLSW is strongly committed to educating licensees, students and employers on social work regulations and the licensure requirements for social workers. The Executive Director has personally delivered presentations on licensure concepts and social work regulations in graduating classes of social work schools, and works closely with professional associations to explain and clarify regulatory requirements. The Board's web site www.oregon.gov/blsw has easy PowerPoint materials on its front page explaining the regulatory framework. This outreach and accessibility of the BLSW have been key to achieving a positive regulatory climate that benefits consumers, licensees and employers.

Program Justification and Link to 10-Year Outcome

The safety of Oregonians is improved by ensuring the licensing and regulation of social workers in Oregon. Licensing protects the public safety through ensuring minimum competency through criteria for licensure and on-going education requirements, and by enforcing laws and rules, including an ethics code for social workers, by means of sanctions for a proven violation.

Program Performance – Future Challenges:

Beyond implementation of two-year licensure for efficiency reasons as discussed above, BLSW also is keenly aware of the need to manage the fees paid by our licensees wisely for the maximum benefit of public protection. Key issues facing the BLSW are:

- Continuing improvement of its compliance program and results: A second, full-time compliance position was authorized for 2023-25. However, the employee hired in that position left in March 2014 and the agency is in process of filling the position.

- Control of Budget Cost Drivers. The BLSW faces three main cost drivers: the escalating costs of personnel (health care, PERS), legal costs associated with compliance and the Office of Administrative Hearings that handles contested cases, and finally the continual sharply escalating costs of State Government Services Charges assessed to BLSW. The first two drivers are outside BLSW's control. BLSW is investigating an alternative organizational model (semi-independent status) that would allow the BLSW to terminate most back-end mandated state services and associated expensive state government service charges, while retaining accountability and achieving significant, recurring cost savings in the process.

- BLSW has begun a process of transition to moving its operations to a paperless process. The most recent transition completed was a shift to on-line processing of most licensing payments, and instituting direct electronic deposits of the remaining payments. The BLSW in August 2012 has implemented a paperless, secure, iPad-based Board communication system to enhance efficiency and security compliance operation, with plans to make all Board operations largely paper-free within two biennia.

BUDGET NARRATIVE

Enabling Legislation/Program Authorization

Regulation of clinical social work on a voluntary basis was instituted in 1977 under ORS Chapter 675.510-600. The BLSW's regulatory scope was significantly expanded as discussed by passage of Senate Bill 177 (2009). The BLSW is subject to the statutes regulating the processing of complaints against health professionals, ORS 676.160-180.

Funding Streams

The BLSW is entirely supported through the fees paid by licensees. ORS 676.595 grants the BLSW authority to establish fees for licensing applications and renewals. ORS 676.597 restricts use of BLSW funds to the administration and enforcement of BLSW statutes.

Significant Proposed Program Changes for 2015-17

BLSW is not proposing any significant program changes for 2015-17.

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY

Licensed Social Workers, Board of
Pkg: 010 - Non-PICS Psnl Svc / Vacancy Factor

Cross Reference Name: Operations
Cross Reference Number: 12400-001-00-00-00000

Description	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	All Funds
Personal Services							
Pension Obligation Bond	-	-	3,285	-	-	-	3,285
Mass Transit Tax	-	-	64	-	-	-	64
Total Personal Services	**-**	**-**	**$3,349**	**-**	**-**	**-**	**$3,349**
Total Expenditures							
Total Expenditures	-	-	3,349	-	-	-	3,349
Total Expenditures	**-**	**-**	**$3,349**	**-**	**-**	**-**	**$3,349**
Ending Balance							
Ending Balance	-	-	(3,349)	-	-	-	(3,349)
Total Ending Balance	**-**	**-**	**($3,349)**	**-**	**-**	**-**	**($3,349)**

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY

Licensed Social Workers, Board of
Pkg: 031 - Standard Inflation

Cross Reference Name: Operations
Cross Reference Number: 12400-001-00-00-00000

Description	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	All Funds
Services & Supplies							
Instate Travel	-	-	620	-	-	-	620
Out of State Travel	-	-	102	-	-	-	102
Employee Training	-	-	119	-	-	-	119
Office Expenses	-	-	1,028	-	-	-	1,028
Telecommunications	-	-	608	-	-	-	608
State Gov. Service Charges	-	-	10,184	-	-	-	10,184
Data Processing	-	-	31	-	-	-	31
Publicity and Publications	-	-	90	-	-	-	90
Professional Services	-	-	1,256	-	-	-	1,256
IT Professional Services	-	-	407	-	-	-	407
Attorney General	-	-	13,442	-	-	-	13,442
Employee Recruitment and Develop	-	-	17	-	-	-	17
Dues and Subscriptions	-	-	91	-	-	-	91
Facilities Rental and Taxes	-	-	3,252	-	-	-	3,252
Agency Program Related S and S	-	-	1,534	-	-	-	1,534
Other Services and Supplies	-	-	2,308	-	-	-	2,308
Expendable Prop 250 - 5000	-	-	39	-	-	-	39
IT Expendable Property	-	-	320	-	-	-	320
Total Services & Supplies	**-**	**-**	**$35,448**	**-**	**-**	**-**	**$35,448**
Total Expenditures							
Total Expenditures	-	-	35,448	-	-	-	35,448
Total Expenditures	**-**	**-**	**$35,448**	**-**	**-**	**-**	**$35,448**

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY

Licensed Social Workers, Board of
Pkg: 031 - Standard Inflation

Cross Reference Name: Operations
Cross Reference Number: 12400-001-00-00-00000

Description	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	All Funds
Ending Balance							
Ending Balance	-	-	(35,448)	-	-	-	(35,448)
Total Ending Balance	**-**	**-**	**($35,448)**	**-**	**-**	**-**	**($35,448)**

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY

Licensed Social Workers, Board of
Pkg: 032 - Above Standard Inflation

Cross Reference Name: Operations
Cross Reference Number: 12400-001-00-00-00000

Description	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	All Funds
Services & Supplies							
Telecommunications	-	-	3,342	-	-	-	3,342
Data Processing	-	-	1,568	-	-	-	1,568
Professional Services	-	-	8,007	-	-	-	8,007
IT Professional Services	-	-	41	-	-	-	41
Other Services and Supplies	-	-	21,346	-	-	-	21,346
Total Services & Supplies	**-**	**-**	**$34,304**	**-**	**-**	**-**	**$34,304**
Total Expenditures							
Total Expenditures	-	-	34,304	-	-	-	34,304
Total Expenditures	**-**	**-**	**$34,304**	**-**	**-**	**-**	**$34,304**
Ending Balance							
Ending Balance	-	-	(34,304)	-	-	-	(34,304)
Total Ending Balance	**-**	**-**	**($34,304)**	**-**	**-**	**-**	**($34,304)**

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY

Licensed Social Workers, Board of
Pkg: 090 - Analyst Adjustments

Cross Reference Name: Operations
Cross Reference Number: 12400-001-00-00-00000

Description	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	All Funds
Services & Supplies							
Instate Travel	-	-	(15,860)	-	-	-	(15,860)
Out of State Travel	-	-	(1,189)	-	-	-	(1,189)
Office Expenses	-	-	(13,812)	-	-	-	(13,812)
Telecommunications	-	-	(3,000)	-	-	-	(3,000)
Data Processing	-	-	(1,000)	-	-	-	(1,000)
Publicity and Publications	-	-	(1,500)	-	-	-	(1,500)
Professional Services	-	-	(1,500)	-	-	-	(1,500)
IT Professional Services	-	-	(4,500)	-	-	-	(4,500)
Dues and Subscriptions	-	-	(200)	-	-	-	(200)
Agency Program Related S and S	-	-	(5,000)	-	-	-	(5,000)
Other Services and Supplies	-	-	(14,158)	-	-	-	(14,158)
IT Expendable Property	-	-	(8,292)	-	-	-	(8,292)
Total Services & Supplies	**-**	**-**	**($70,011)**	**-**	**-**	**-**	**($70,011)**
Total Expenditures							
Total Expenditures	-	-	(70,011)	-	-	-	(70,011)
Total Expenditures	**-**	**-**	**($70,011)**	**-**	**-**	**-**	**($70,011)**
Ending Balance							
Ending Balance	-	-	70,011	-	-	-	70,011
Total Ending Balance	**-**	**-**	**$70,011**	**-**	**-**	**-**	**$70,011**

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY

Licensed Social Workers, Board of
Pkg: 100 - License Renewal Fee Increase

Cross Reference Name: Operations
Cross Reference Number: 12400-001-00-00-00000

Description	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	All Funds
Revenues							
Business Lic and Fees	-	-	122,322	-	-	-	122,322
Total Revenues	**-**	**-**	**$122,322**	**-**	**-**	**-**	**$122,322**
Ending Balance							
Ending Balance	-	-	122,322	-	-	-	122,322
Total Ending Balance	**-**	**-**	**$122,322**	**-**	**-**	**-**	**$122,322**

DETAIL OF LOTTERY FUNDS, OTHER FUNDS, AND FEDERAL FUNDS REVENUE

Licensed Social Workers, Board of **Agency Number: 12400**
2015-17 Biennium **Cross Reference Number: 12400-000-00-00-00000**

Source	2011-13 Actuals	2013-15 Leg Adopted Budget	2013-15 Leg Approved Budget	2015-17 Agency Request Budget	2015-17 Governor's Budget	2015-17 Leg Adopted Budget
Other Funds						
Business Lic and Fees	1,207,546	1,284,950	1,284,950	1,411,540	1,433,122	-
Non-business Lic. and Fees	58,533	25,000	25,000	37,500	24,800	-
Fines and Forfeitures	5,204	25,000	25,000	25,000	25,000	-
Interest Income	1,805	-	-	3,000	3,000	-
Sales Income	1,375	2,000	2,000	1,500	2,000	-
Other Revenues	469	3,000	3,000	500	-	-
Total Other Funds	**$1,274,932**	**$1,339,950**	**$1,339,950**	**$1,479,040**	**$1,487,922**	**-**

DETAIL OF LOTTERY FUNDS, OTHER FUNDS, AND FEDERAL FUNDS REVENUE

Licensed Social Workers, Board of — **Agency Number: 12400**

2015-17 Biennium — **Cross Reference Number: 12400-001-00-00-00000**

Source	2011-13 Actuals	2013-15 Leg Adopted Budget	2013-15 Leg Approved Budget	2015-17 Agency Request Budget	2015-17 Governor's Budget	2015-17 Leg Adopted Budget
Other Funds						
Business Lic and Fees	1,207,546	1,284,950	1,284,950	1,411,540	1,433,122	-
Non-business Lic. and Fees	58,533	25,000	25,000	37,500	24,800	-
Fines and Forfeitures	5,204	25,000	25,000	25,000	25,000	-
Interest Income	1,805	-	-	3,000	3,000	-
Sales Income	1,375	2,000	2,000	1,500	2,000	-
Other Revenues	469	3,000	3,000	500	-	-
Total Other Funds	**$1,274,932**	**$1,339,950**	**$1,339,950**	**$1,479,040**	**$1,487,922**	**-**

Special Reports

AFFIRMATIVE ACTION REPORT

It is the policy of the State Board of Licensed Social Workers to comply with all aspects of the Governor's Affirmative Action directives as set forth in ORS 659A.012 and 659A.015.

By statute, the Board consists of seven members, appointed by the Governor. Four of those seven must be Licensed Clinical Social Workers, and the other three must be Public Members. At the time of submission of this Agency Request Budget, six board positions were filled. Of the six, five members are Caucasian women and one is an African-American woman.

As of July 29, 2014, the Board is staffed by six permanently funded staff: three Caucasian women, one Native American woman and one Caucasian man. One position is currently being filled.

For the past several years, the Board has had the opportunity to hire a disabled person through the Galt Foundation to serve as a temporary staff to assist during staff transitions. This has been a very successful effort.

The Board submitted its 2015-17 Affirmative Action Plan to the Governor's Office.

Licensed Social Workers, Board of

Summary Cross Reference Listing and Packages
2015-17 Biennium

Agency Number: 12400
BAM Analyst: Clark, Clair
Budget Coordinator: Salov, Lyubov - (503)373-0314

Cross Reference Number	*Cross Reference Description*	*Package Number*	Priority	*Package Description*	*Package Group*
001-00-00-00000	Operations	010	0	Non-PICS Psnl Svc / Vacancy Factor	Essential Packages
001-00-00-00000	Operations	021	0	Phase-in	Essential Packages
001-00-00-00000	Operations	022	0	Phase-out Pgm & One-time Costs	Essential Packages
001-00-00-00000	Operations	031	0	Standard Inflation	Essential Packages
001-00-00-00000	Operations	032	0	Above Standard Inflation	Essential Packages
001-00-00-00000	Operations	033	0	Exceptional Inflation	Essential Packages
001-00-00-00000	Operations	081	0	September 2014 E-Board	Policy Packages
001-00-00-00000	Operations	090	0	Analyst Adjustments	Policy Packages
001-00-00-00000	Operations	100	0	License Renewal Fee Increase	Policy Packages

Licensed Social Workers, Board of

Policy Package List by Priority
2015-17 Biennium

Agency Number: 12400
BAM Analyst: Clark, Clair
Budget Coordinator: Salov, Lyubov - (503)373-0314

Priority	*Policy Pkg Number*	*Policy Pkg Description*	*Summary Cross Reference Number*	*Cross Reference Description*
0	081	September 2014 E-Board	001-00-00-00000	Operations
	090	Analyst Adjustments	001-00-00-00000	Operations
	100	License Renewal Fee Increase	001-00-00-00000	Operations

Description	2011-13 Actuals	2013-15 Leg Adopted Budget	2013-15 Leg Approved Budget	2015-17 Agency Request Budget	2015-17 Governor's Budget	2015-17 Leg Adopted Budget
BEGINNING BALANCE						
0025 Beginning Balance						
3400 Other Funds Ltd	165,094	193,495	193,495	181,458	181,458	-
0030 Beginning Balance Adjustment						
3400 Other Funds Ltd	-	-	-	-	65,900	-
BEGINNING BALANCE						
3400 Other Funds Ltd	165,094	193,495	193,495	181,458	247,358	-
TOTAL BEGINNING BALANCE	**$165,094**	**$193,495**	**$193,495**	**$181,458**	**$247,358**	**-**
REVENUE CATEGORIES						
LICENSES AND FEES						
0205 Business Lic and Fees						
3400 Other Funds Ltd	1,207,546	1,284,950	1,284,950	1,411,540	1,433,122	-
0210 Non-business Lic. and Fees						
3400 Other Funds Ltd	58,533	25,000	25,000	37,500	24,800	-
LICENSES AND FEES						
3400 Other Funds Ltd	1,266,079	1,309,950	1,309,950	1,449,040	1,457,922	-
TOTAL LICENSES AND FEES	**$1,266,079**	**$1,309,950**	**$1,309,950**	**$1,449,040**	**$1,457,922**	**-**
FINES, RENTS AND ROYALTIES						
0505 Fines and Forfeitures						
3400 Other Funds Ltd	5,204	25,000	25,000	25,000	25,000	-
INTEREST EARNINGS						
0605 Interest Income						
3400 Other Funds Ltd	1,805	-	-	3,000	3,000	-

Description	2011-13 Actuals	2013-15 Leg Adopted Budget	2013-15 Leg Approved Budget	2015-17 Agency Request Budget	2015-17 Governor's Budget	2015-17 Leg Adopted Budget
SALES INCOME						
0705 Sales Income						
3400 Other Funds Ltd	1,375	2,000	2,000	1,500	2,000	-
OTHER						
0975 Other Revenues						
3400 Other Funds Ltd	469	3,000	3,000	500	-	-
REVENUE CATEGORIES						
3400 Other Funds Ltd	1,274,932	1,339,950	1,339,950	1,479,040	1,487,922	-
TOTAL REVENUE CATEGORIES	**$1,274,932**	**$1,339,950**	**$1,339,950**	**$1,479,040**	**$1,487,922**	**-**
AVAILABLE REVENUES						
3400 Other Funds Ltd	1,440,026	1,533,445	1,533,445	1,660,498	1,735,280	-
TOTAL AVAILABLE REVENUES	**$1,440,026**	**$1,533,445**	**$1,533,445**	**$1,660,498**	**$1,735,280**	**-**
EXPENDITURES						
PERSONAL SERVICES						
SALARIES & WAGES						
3110 Class/Unclass Sal. and Per Diem						
3400 Other Funds Ltd	445,171	529,824	561,414	572,112	572,112	-
3160 Temporary Appointments						
3400 Other Funds Ltd	18,811	-	-	-	-	-
3170 Overtime Payments						
3400 Other Funds Ltd	25,737	-	-	-	-	-
3190 All Other Differential						
3400 Other Funds Ltd	9,570	-	-	-	-	-

Description	*2011-13 Actuals*	*2013-15 Leg Adopted Budget*	*2013-15 Leg Approved Budget*	*2015-17 Agency Request Budget*	*2015-17 Governor's Budget*	*2015-17 Leg Adopted Budget*
SALARIES & WAGES						
3400 Other Funds Ltd	499,289	529,824	561,414	572,112	572,112	-
TOTAL SALARIES & WAGES	**$499,289**	**$529,824**	**$561,414**	**$572,112**	**$572,112**	**-**
OTHER PAYROLL EXPENSES						
3210 Empl. Rel. Bd. Assessments						
3400 Other Funds Ltd	200	240	240	264	264	-
3220 Public Employees' Retire Cont						
3400 Other Funds Ltd	71,724	76,986	81,538	89,542	89,542	-
3221 Pension Obligation Bond						
3400 Other Funds Ltd	29,740	28,433	32,123	35,408	35,408	-
3230 Social Security Taxes						
3400 Other Funds Ltd	37,755	40,531	42,948	43,766	43,766	-
3240 Unemployment Assessments						
3400 Other Funds Ltd	9,700	-	-	-	-	-
3250 Worker's Comp. Assess. (WCD)						
3400 Other Funds Ltd	315	354	354	414	414	-
3260 Mass Transit Tax						
3400 Other Funds Ltd	2,852	3,179	3,369	3,433	3,433	-
3270 Flexible Benefits						
3400 Other Funds Ltd	138,683	183,168	185,839	183,168	183,168	-
OTHER PAYROLL EXPENSES						
3400 Other Funds Ltd	290,969	332,891	346,411	355,995	355,995	-
TOTAL OTHER PAYROLL EXPENSES	**$290,969**	**$332,891**	**$346,411**	**$355,995**	**$355,995**	**-**

Description	*2011-13 Actuals*	*2013-15 Leg Adopted Budget*	*2013-15 Leg Approved Budget*	*2015-17 Agency Request Budget*	*2015-17 Governor's Budget*	*2015-17 Leg Adopted Budget*
P.S. BUDGET ADJUSTMENTS						
3465 Reconciliation Adjustment						
3400 Other Funds Ltd	-	23,090	23,090	-	-	-
3470 Undistributed (P.S.)						
3400 Other Funds Ltd	-	(1,070)	-	-	-	-
3991 PERS Policy Adjustment						
3400 Other Funds Ltd	-	(18,895)	(18,895)	-	-	-
P.S. BUDGET ADJUSTMENTS						
3400 Other Funds Ltd	-	3,125	4,195	-	-	-
TOTAL P.S. BUDGET ADJUSTMENTS	**-**	**$3,125**	**$4,195**	**-**	**-**	**-**
PERSONAL SERVICES						
3400 Other Funds Ltd	790,258	865,840	912,020	928,107	928,107	-
TOTAL PERSONAL SERVICES	**$790,258**	**$865,840**	**$912,020**	**$928,107**	**$928,107**	**-**
SERVICES & SUPPLIES						
4100 Instate Travel						
3400 Other Funds Ltd	22,306	26,169	26,169	21,289	5,429	-
4125 Out of State Travel						
3400 Other Funds Ltd	1,693	13,071	11,394	3,496	2,307	-
4150 Employee Training						
3400 Other Funds Ltd	880	2,474	2,474	4,093	4,093	-
4175 Office Expenses						
3400 Other Funds Ltd	40,578	38,277	38,277	35,305	21,493	-
4200 Telecommunications						

Description	2011-13 Actuals	2013-15 Leg Adopted Budget	2013-15 Leg Approved Budget	2015-17 Agency Request Budget	2015-17 Governor's Budget	2015-17 Leg Adopted Budget
3400 Other Funds Ltd	18,262	9,281	9,281	24,231	21,231	-
4225 State Gov. Service Charges						
3400 Other Funds Ltd	62,186	78,661	78,661	32,771	35,090	-
4250 Data Processing						
3400 Other Funds Ltd	66	235	235	2,634	1,634	-
4275 Publicity and Publications						
3400 Other Funds Ltd	4,786	9,613	9,613	3,103	1,603	-
4300 Professional Services						
3400 Other Funds Ltd	27,594	41,868	41,868	51,131	49,631	-
4315 IT Professional Services						
3400 Other Funds Ltd	16,363	13,580	13,580	14,028	9,528	-
4325 Attorney General						
3400 Other Funds Ltd	96,612	98,746	98,746	117,705	112,188	-
4375 Employee Recruitment and Develop						
3400 Other Funds Ltd	-	577	577	594	594	-
4400 Dues and Subscriptions						
3400 Other Funds Ltd	2,000	3,023	3,023	3,114	2,914	-
4425 Facilities Rental and Taxes						
3400 Other Funds Ltd	68,617	73,918	73,918	77,170	77,170	-
4575 Agency Program Related S and S						
3400 Other Funds Ltd	48,235	50,137	50,137	52,671	47,671	-
4650 Other Services and Supplies						
3400 Other Funds Ltd	21,179	9,373	9,373	100,582	86,424	-

Description	2011-13 Actuals	2013-15 Leg Adopted Budget	2013-15 Leg Approved Budget	2015-17 Agency Request Budget	2015-17 Governor's Budget	2015-17 Leg Adopted Budget
4675 Undistributed (S.S.)						
3400 Other Funds Ltd	-	(607)	-	-	-	-
4700 Expendable Prop 250 - 5000						
3400 Other Funds Ltd	40	5,307	5,307	1,346	1,346	-
4715 IT Expendable Property						
3400 Other Funds Ltd	23,128	10,672	10,672	10,992	2,700	-
SERVICES & SUPPLIES						
3400 Other Funds Ltd	454,525	484,375	483,305	556,255	483,046	-
TOTAL SERVICES & SUPPLIES	**$454,525**	**$484,375**	**$483,305**	**$556,255**	**$483,046**	**-**
EXPENDITURES						
3400 Other Funds Ltd	1,244,783	1,350,215	1,395,325	1,484,362	1,411,153	-
TOTAL EXPENDITURES	**$1,244,783**	**$1,350,215**	**$1,395,325**	**$1,484,362**	**$1,411,153**	**-**
ENDING BALANCE						
3400 Other Funds Ltd	195,243	183,230	138,120	176,136	324,127	-
TOTAL ENDING BALANCE	**$195,243**	**$183,230**	**$138,120**	**$176,136**	**$324,127**	**-**
AUTHORIZED POSITIONS						
8150 Class/Unclass Positions	6	6	6	6	6	-
TOTAL AUTHORIZED POSITIONS	**6**	**6**	**6**	**6**	**6**	**-**
AUTHORIZED FTE						
8250 Class/Unclass FTE Positions	5.50	6.00	6.00	6.00	6.00	-
TOTAL AUTHORIZED FTE	**5.50**	**6.00**	**6.00**	**6.00**	**6.00**	**-**

Budget Support - Detail Revenues and Expenditures
2015-17 Biennium
Operations

Description	*2011-13 Actuals*	*2013-15 Leg Adopted Budget*	*2013-15 Leg Approved Budget*	*2015-17 Agency Request Budget*	*2015-17 Governor's Budget*	*2015-17 Leg Adopted Budget*
BEGINNING BALANCE						
0025 Beginning Balance						
3400 Other Funds Ltd	165,094	193,495	193,495	181,458	181,458	-
0030 Beginning Balance Adjustment						
3400 Other Funds Ltd	-	-	-	-	65,900	-
BEGINNING BALANCE						
3400 Other Funds Ltd	165,094	193,495	193,495	181,458	247,358	-
TOTAL BEGINNING BALANCE	**$165,094**	**$193,495**	**$193,495**	**$181,458**	**$247,358**	**-**
REVENUE CATEGORIES						
LICENSES AND FEES						
0205 Business Lic and Fees						
3400 Other Funds Ltd	1,207,546	1,284,950	1,284,950	1,411,540	1,433,122	-
0210 Non-business Lic. and Fees						
3400 Other Funds Ltd	58,533	25,000	25,000	37,500	24,800	-
LICENSES AND FEES						
3400 Other Funds Ltd	1,266,079	1,309,950	1,309,950	1,449,040	1,457,922	-
TOTAL LICENSES AND FEES	**$1,266,079**	**$1,309,950**	**$1,309,950**	**$1,449,040**	**$1,457,922**	**-**
FINES, RENTS AND ROYALTIES						
0505 Fines and Forfeitures						
3400 Other Funds Ltd	5,204	25,000	25,000	25,000	25,000	-
INTEREST EARNINGS						
0605 Interest Income						
3400 Other Funds Ltd	1,805	-	-	3,000	3,000	-

Description	2011-13 Actuals	2013-15 Leg Adopted Budget	2013-15 Leg Approved Budget	2015-17 Agency Request Budget	2015-17 Governor's Budget	2015-17 Leg Adopted Budget
SALES INCOME						
0705 Sales Income						
3400 Other Funds Ltd	1,375	2,000	2,000	1,500	2,000	-
OTHER						
0975 Other Revenues						
3400 Other Funds Ltd	469	3,000	3,000	500	-	-
REVENUE CATEGORIES						
3400 Other Funds Ltd	1,274,932	1,339,950	1,339,950	1,479,040	1,487,922	-
TOTAL REVENUE CATEGORIES	**$1,274,932**	**$1,339,950**	**$1,339,950**	**$1,479,040**	**$1,487,922**	**-**
AVAILABLE REVENUES						
3400 Other Funds Ltd	1,440,026	1,533,445	1,533,445	1,660,498	1,735,280	-
TOTAL AVAILABLE REVENUES	**$1,440,026**	**$1,533,445**	**$1,533,445**	**$1,660,498**	**$1,735,280**	**-**
EXPENDITURES						
PERSONAL SERVICES						
SALARIES & WAGES						
3110 Class/Unclass Sal. and Per Diem						
3400 Other Funds Ltd	445,171	529,824	561,414	572,112	572,112	-
3160 Temporary Appointments						
3400 Other Funds Ltd	18,811	-	-	-	-	-
3170 Overtime Payments						
3400 Other Funds Ltd	25,737	-	-	-	-	-
3190 All Other Differential						
3400 Other Funds Ltd	9,570	-	-	-	-	-

Description	2011-13 Actuals	2013-15 Leg Adopted Budget	2013-15 Leg Approved Budget	2015-17 Agency Request Budget	2015-17 Governor's Budget	2015-17 Leg Adopted Budget
SALARIES & WAGES						
3400 Other Funds Ltd	499,289	529,824	561,414	572,112	572,112	-
TOTAL SALARIES & WAGES	**$499,289**	**$529,824**	**$561,414**	**$572,112**	**$572,112**	**-**
OTHER PAYROLL EXPENSES						
3210 Empl. Rel. Bd. Assessments						
3400 Other Funds Ltd	200	240	240	264	264	-
3220 Public Employees' Retire Cont						
3400 Other Funds Ltd	71,724	76,986	81,538	89,542	89,542	-
3221 Pension Obligation Bond						
3400 Other Funds Ltd	29,740	28,433	32,123	35,408	35,408	-
3230 Social Security Taxes						
3400 Other Funds Ltd	37,755	40,531	42,948	43,766	43,766	-
3240 Unemployment Assessments						
3400 Other Funds Ltd	9,700	-	-	-	-	-
3250 Worker's Comp. Assess. (WCD)						
3400 Other Funds Ltd	315	354	354	414	414	-
3260 Mass Transit Tax						
3400 Other Funds Ltd	2,852	3,179	3,369	3,433	3,433	-
3270 Flexible Benefits						
3400 Other Funds Ltd	138,683	183,168	185,839	183,168	183,168	-
OTHER PAYROLL EXPENSES						
3400 Other Funds Ltd	290,969	332,891	346,411	355,995	355,995	-
TOTAL OTHER PAYROLL EXPENSES	**$290,969**	**$332,891**	**$346,411**	**$355,995**	**$355,995**	**-**

Description	*2011-13 Actuals*	*2013-15 Leg Adopted Budget*	*2013-15 Leg Approved Budget*	*2015-17 Agency Request Budget*	*2015-17 Governor's Budget*	*2015-17 Leg Adopted Budget*
P.S. BUDGET ADJUSTMENTS						
3465 Reconciliation Adjustment						
3400 Other Funds Ltd	-	23,090	23,090	-	-	-
3470 Undistributed (P.S.)						
3400 Other Funds Ltd	-	(1,070)	-	-	-	-
3991 PERS Policy Adjustment						
3400 Other Funds Ltd	-	(18,895)	(18,895)	-	-	-
P.S. BUDGET ADJUSTMENTS						
3400 Other Funds Ltd	-	3,125	4,195	-	-	-
TOTAL P.S. BUDGET ADJUSTMENTS	**-**	**$3,125**	**$4,195**	**-**	**-**	**-**
PERSONAL SERVICES						
3400 Other Funds Ltd	790,258	865,840	912,020	928,107	928,107	-
TOTAL PERSONAL SERVICES	**$790,258**	**$865,840**	**$912,020**	**$928,107**	**$928,107**	**-**
SERVICES & SUPPLIES						
4100 Instate Travel						
3400 Other Funds Ltd	22,306	26,169	26,169	21,289	5,429	-
4125 Out of State Travel						
3400 Other Funds Ltd	1,693	13,071	11,394	3,496	2,307	-
4150 Employee Training						
3400 Other Funds Ltd	880	2,474	2,474	4,093	4,093	-
4175 Office Expenses						
3400 Other Funds Ltd	40,578	38,277	38,277	35,305	21,493	-
4200 Telecommunications						

Description	2011-13 Actuals	2013-15 Leg Adopted Budget	2013-15 Leg Approved Budget	2015-17 Agency Request Budget	2015-17 Governor's Budget	2015-17 Leg Adopted Budget
3400 Other Funds Ltd	18,262	9,281	9,281	24,231	21,231	-
4225 State Gov. Service Charges						
3400 Other Funds Ltd	62,186	78,661	78,661	32,771	35,090	-
4250 Data Processing						
3400 Other Funds Ltd	66	235	235	2,634	1,634	-
4275 Publicity and Publications						
3400 Other Funds Ltd	4,786	9,613	9,613	3,103	1,603	-
4300 Professional Services						
3400 Other Funds Ltd	27,594	41,868	41,868	51,131	49,631	-
4315 IT Professional Services						
3400 Other Funds Ltd	16,363	13,580	13,580	14,028	9,528	-
4325 Attorney General						
3400 Other Funds Ltd	96,612	98,746	98,746	117,705	112,188	-
4375 Employee Recruitment and Develop						
3400 Other Funds Ltd	-	577	577	594	594	-
4400 Dues and Subscriptions						
3400 Other Funds Ltd	2,000	3,023	3,023	3,114	2,914	-
4425 Facilities Rental and Taxes						
3400 Other Funds Ltd	68,617	73,918	73,918	77,170	77,170	-
4575 Agency Program Related S and S						
3400 Other Funds Ltd	48,235	50,137	50,137	52,671	47,671	-
4650 Other Services and Supplies						
3400 Other Funds Ltd	21,179	9,373	9,373	100,582	86,424	-

Description	2011-13 Actuals	2013-15 Leg Adopted Budget	2013-15 Leg Approved Budget	2015-17 Agency Request Budget	2015-17 Governor's Budget	2015-17 Leg Adopted Budget
4675 Undistributed (S.S.)						
3400 Other Funds Ltd	-	(607)	-	-	-	-
4700 Expendable Prop 250 - 5000						
3400 Other Funds Ltd	40	5,307	5,307	1,346	1,346	-
4715 IT Expendable Property						
3400 Other Funds Ltd	23,128	10,672	10,672	10,992	2,700	-
SERVICES & SUPPLIES						
3400 Other Funds Ltd	454,525	484,375	483,305	556,255	483,046	-
TOTAL SERVICES & SUPPLIES	**$454,525**	**$484,375**	**$483,305**	**$556,255**	**$483,046**	**-**
EXPENDITURES						
3400 Other Funds Ltd	1,244,783	1,350,215	1,395,325	1,484,362	1,411,153	-
TOTAL EXPENDITURES	**$1,244,783**	**$1,350,215**	**$1,395,325**	**$1,484,362**	**$1,411,153**	**-**
ENDING BALANCE						
3400 Other Funds Ltd	195,243	183,230	138,120	176,136	324,127	-
TOTAL ENDING BALANCE	**$195,243**	**$183,230**	**$138,120**	**$176,136**	**$324,127**	**-**
AUTHORIZED POSITIONS						
8150 Class/Unclass Positions	6	6	6	6	6	-
TOTAL AUTHORIZED POSITIONS	**6**	**6**	**6**	**6**	**6**	**-**
AUTHORIZED FTE						
8250 Class/Unclass FTE Positions	5.50	6.00	6.00	6.00	6.00	-
TOTAL AUTHORIZED FTE	**5.50**	**6.00**	**6.00**	**6.00**	**6.00**	**-**

DESCRIPTION	2011-13 Actuals	2013-15 Leg Adopted Budget	2013-15 Emergency Boards	2013-15 Leg Approved Budget	2015-17 Base Budget	2015-17 Current Service Level
BEGINNING BALANCE						
0025 Beginning Balance						
3400 Other Funds Ltd	165,094	193,495	-	193,495	181,458	181,458
REVENUE CATEGORIES						
LICENSES AND FEES						
0205 Business Lic and Fees						
3400 Other Funds Ltd	1,207,546	1,284,950	-	1,284,950	1,411,540	1,411,540
0210 Non-business Lic. and Fees						
3400 Other Funds Ltd	58,533	25,000	-	25,000	37,500	37,500
TOTAL LICENSES AND FEES						
3400 Other Funds Ltd	1,266,079	1,309,950	-	1,309,950	1,449,040	1,449,040
TOTAL LICENSES AND FEES	**$1,266,079**	**$1,309,950**	**-**	**$1,309,950**	**$1,449,040**	**$1,449,040**
FINES, RENTS AND ROYALTIES						
0505 Fines and Forfeitures						
3400 Other Funds Ltd	5,204	25,000	-	25,000	25,000	25,000
INTEREST EARNINGS						
0605 Interest Income						
3400 Other Funds Ltd	1,805	-	-	-	3,000	3,000
SALES INCOME						
0705 Sales Income						

DESCRIPTION	2011-13 Actuals	2013-15 Leg Adopted Budget	2013-15 Emergency Boards	2013-15 Leg Approved Budget	2015-17 Base Budget	2015-17 Current Service Level
3400 Other Funds Ltd	1,375	2,000	-	2,000	1,500	1,500
OTHER						
0975 Other Revenues						
3400 Other Funds Ltd	469	3,000	-	3,000	500	500
REVENUES						
3400 Other Funds Ltd	1,274,932	1,339,950	-	1,339,950	1,479,040	1,479,040
AVAILABLE REVENUES						
3400 Other Funds Ltd	1,440,026	1,533,445	-	1,533,445	1,660,498	1,660,498
EXPENDITURES						
PERSONAL SERVICES						
SALARIES & WAGES						
3110 Class/Unclass Sal. and Per Diem						
3400 Other Funds Ltd	445,171	529,824	31,590	561,414	572,112	572,112
3160 Temporary Appointments						
3400 Other Funds Ltd	18,811	-	-	-	-	-
3170 Overtime Payments						
3400 Other Funds Ltd	25,737	-	-	-	-	-
3190 All Other Differential						
3400 Other Funds Ltd	9,570	-	-	-	-	-
TOTAL SALARIES & WAGES						

DESCRIPTION	2011-13 Actuals	2013-15 Leg Adopted Budget	2013-15 Emergency Boards	2013-15 Leg Approved Budget	2015-17 Base Budget	2015-17 Current Service Level
3400 Other Funds Ltd	499,289	529,824	31,590	561,414	572,112	572,112
TOTAL SALARIES & WAGES	**$499,289**	**$529,824**	**$31,590**	**$561,414**	**$572,112**	**$572,112**
OTHER PAYROLL EXPENSES						
3210 Empl. Rel. Bd. Assessments						
3400 Other Funds Ltd	200	240	-	240	264	264
3220 Public Employees' Retire Cont						
3400 Other Funds Ltd	71,724	76,986	4,552	81,538	89,542	89,542
3221 Pension Obligation Bond						
3400 Other Funds Ltd	29,740	28,433	3,690	32,123	32,123	35,408
3230 Social Security Taxes						
3400 Other Funds Ltd	37,755	40,531	2,417	42,948	43,766	43,766
3240 Unemployment Assessments						
3400 Other Funds Ltd	9,700	-	-	-	-	-
3250 Worker's Comp. Assess. (WCD)						
3400 Other Funds Ltd	315	354	-	354	414	414
3260 Mass Transit Tax						
3400 Other Funds Ltd	2,852	3,179	190	3,369	3,369	3,433
3270 Flexible Benefits						
3400 Other Funds Ltd	138,683	183,168	2,671	185,839	183,168	183,168
TOTAL OTHER PAYROLL EXPENSES						

DESCRIPTION	2011-13 Actuals	2013-15 Leg Adopted Budget	2013-15 Emergency Boards	2013-15 Leg Approved Budget	2015-17 Base Budget	2015-17 Current Service Level
3400 Other Funds Ltd	290,969	332,891	13,520	346,411	352,646	355,995
TOTAL OTHER PAYROLL EXPENSES	**$290,969**	**$332,891**	**$13,520**	**$346,411**	**$352,646**	**$355,995**
P.S. BUDGET ADJUSTMENTS						
3465 Reconciliation Adjustment						
3400 Other Funds Ltd	-	23,090	-	23,090	-	-
3470 Undistributed (P.S.)						
3400 Other Funds Ltd	-	(1,070)	1,070	-	-	-
3991 PERS Policy Adjustment						
3400 Other Funds Ltd	-	(18,895)	-	(18,895)	-	-
TOTAL P.S. BUDGET ADJUSTMENTS						
3400 Other Funds Ltd	-	3,125	1,070	4,195	-	-
TOTAL P.S. BUDGET ADJUSTMENTS	**-**	**$3,125**	**$1,070**	**$4,195**	**-**	**-**
TOTAL PERSONAL SERVICES						
3400 Other Funds Ltd	790,258	865,840	46,180	912,020	924,758	928,107
TOTAL PERSONAL SERVICES	**$790,258**	**$865,840**	**$46,180**	**$912,020**	**$924,758**	**$928,107**
SERVICES & SUPPLIES						
4100 Instate Travel						
3400 Other Funds Ltd	22,306	26,169	-	26,169	20,669	21,289
4125 Out of State Travel						
3400 Other Funds Ltd	1,693	13,071	(1,677)	11,394	3,394	3,496

DESCRIPTION	2011-13 Actuals	2013-15 Leg Adopted Budget	2013-15 Emergency Boards	2013-15 Leg Approved Budget	2015-17 Base Budget	2015-17 Current Service Level
4150 Employee Training						
3400 Other Funds Ltd	880	2,474	-	2,474	3,974	4,093
4175 Office Expenses						
3400 Other Funds Ltd	40,578	38,277	-	38,277	34,277	35,305
4200 Telecommunications						
3400 Other Funds Ltd	18,262	9,281	-	9,281	20,281	24,231
4225 State Gov. Service Charges						
3400 Other Funds Ltd	62,186	78,661	-	78,661	24,906	32,771
4250 Data Processing						
3400 Other Funds Ltd	66	235	-	235	1,035	2,634
4275 Publicity and Publications						
3400 Other Funds Ltd	4,786	9,613	-	9,613	3,013	3,103
4300 Professional Services						
3400 Other Funds Ltd	27,594	41,868	-	41,868	41,868	51,131
4315 IT Professional Services						
3400 Other Funds Ltd	16,363	13,580	-	13,580	13,580	14,028
4325 Attorney General						
3400 Other Funds Ltd	96,612	98,746	-	98,746	98,746	117,705
4375 Employee Recruitment and Develop						
3400 Other Funds Ltd	-	577	-	577	577	594

DESCRIPTION	2011-13 Actuals	2013-15 Leg Adopted Budget	2013-15 Emergency Boards	2013-15 Leg Approved Budget	2015-17 Base Budget	2015-17 Current Service Level
4400 Dues and Subscriptions						
3400 Other Funds Ltd	2,000	3,023	-	3,023	3,023	3,114
4425 Facilities Rental and Taxes						
3400 Other Funds Ltd	68,617	73,918	-	73,918	73,918	77,170
4575 Agency Program Related S and S						
3400 Other Funds Ltd	48,235	50,137	-	50,137	51,137	52,671
4650 Other Services and Supplies						
3400 Other Funds Ltd	21,179	9,373	-	9,373	76,928	100,582
4675 Undistributed (S.S.)						
3400 Other Funds Ltd	-	(607)	607	-	-	-
4700 Expendable Prop 250 - 5000						
3400 Other Funds Ltd	40	5,307	-	5,307	1,307	1,346
4715 IT Expendable Property						
3400 Other Funds Ltd	23,128	10,672	-	10,672	10,672	10,992
TOTAL SERVICES & SUPPLIES						
3400 Other Funds Ltd	454,525	484,375	(1,070)	483,305	483,305	556,255
TOTAL SERVICES & SUPPLIES	**$454,525**	**$484,375**	**($1,070)**	**$483,305**	**$483,305**	**$556,255**
EXPENDITURES						
3400 Other Funds Ltd	1,244,783	1,350,215	45,110	1,395,325	1,408,063	1,484,362
ENDING BALANCE						

DESCRIPTION	2011-13 Actuals	2013-15 Leg Adopted Budget	2013-15 Emergency Boards	2013-15 Leg Approved Budget	2015-17 Base Budget	2015-17 Current Service Level
3400 Other Funds Ltd	195,243	183,230	(45,110)	138,120	252,435	176,136
TOTAL ENDING BALANCE	**$195,243**	**$183,230**	**($45,110)**	**$138,120**	**$252,435**	**$176,136**
AUTHORIZED POSITIONS						
8150 Class/Unclass Positions	6	6	-	6	6	6
AUTHORIZED FTE POSITIONS						
8250 Class/Unclass FTE Positions	5.50	6.00	-	6.00	6.00	6.00

DESCRIPTION	2011-13 Actuals	2013-15 Leg Adopted Budget	2013-15 Emergency Boards	2013-15 Leg Approved Budget	2015-17 Base Budget	2015-17 Current Service Level
BEGINNING BALANCE						
0025 Beginning Balance						
3400 Other Funds Ltd	165,094	193,495	-	193,495	181,458	181,458
REVENUE CATEGORIES						
LICENSES AND FEES						
0205 Business Lic and Fees						
3400 Other Funds Ltd	1,207,546	1,284,950	-	1,284,950	1,411,540	1,411,540
0210 Non-business Lic. and Fees						
3400 Other Funds Ltd	58,533	25,000	-	25,000	37,500	37,500
TOTAL LICENSES AND FEES						
3400 Other Funds Ltd	1,266,079	1,309,950	-	1,309,950	1,449,040	1,449,040
TOTAL LICENSES AND FEES	**$1,266,079**	**$1,309,950**	**-**	**$1,309,950**	**$1,449,040**	**$1,449,040**
FINES, RENTS AND ROYALTIES						
0505 Fines and Forfeitures						
3400 Other Funds Ltd	5,204	25,000	-	25,000	25,000	25,000
INTEREST EARNINGS						
0605 Interest Income						
3400 Other Funds Ltd	1,805	-	-	-	3,000	3,000
SALES INCOME						
0705 Sales Income						

DESCRIPTION	2011-13 Actuals	2013-15 Leg Adopted Budget	2013-15 Emergency Boards	2013-15 Leg Approved Budget	2015-17 Base Budget	2015-17 Current Service Level
3400 Other Funds Ltd	1,375	2,000	-	2,000	1,500	1,500
OTHER						
0975 Other Revenues						
3400 Other Funds Ltd	469	3,000	-	3,000	500	500
REVENUES						
3400 Other Funds Ltd	1,274,932	1,339,950	-	1,339,950	1,479,040	1,479,040
AVAILABLE REVENUES						
3400 Other Funds Ltd	1,440,026	1,533,445	-	1,533,445	1,660,498	1,660,498
EXPENDITURES						
PERSONAL SERVICES						
SALARIES & WAGES						
3110 Class/Unclass Sal. and Per Diem						
3400 Other Funds Ltd	445,171	529,824	31,590	561,414	572,112	572,112
3160 Temporary Appointments						
3400 Other Funds Ltd	18,811	-	-	-	-	-
3170 Overtime Payments						
3400 Other Funds Ltd	25,737	-	-	-	-	-
3190 All Other Differential						
3400 Other Funds Ltd	9,570	-	-	-	-	-
TOTAL SALARIES & WAGES						

DESCRIPTION	2011-13 Actuals	2013-15 Leg Adopted Budget	2013-15 Emergency Boards	2013-15 Leg Approved Budget	2015-17 Base Budget	2015-17 Current Service Level
3400 Other Funds Ltd	499,289	529,824	31,590	561,414	572,112	572,112
TOTAL SALARIES & WAGES	**$499,289**	**$529,824**	**$31,590**	**$561,414**	**$572,112**	**$572,112**
OTHER PAYROLL EXPENSES						
3210 Empl. Rel. Bd. Assessments						
3400 Other Funds Ltd	200	240	-	240	264	264
3220 Public Employees' Retire Cont						
3400 Other Funds Ltd	71,724	76,986	4,552	81,538	89,542	89,542
3221 Pension Obligation Bond						
3400 Other Funds Ltd	29,740	28,433	3,690	32,123	32,123	35,408
3230 Social Security Taxes						
3400 Other Funds Ltd	37,755	40,531	2,417	42,948	43,766	43,766
3240 Unemployment Assessments						
3400 Other Funds Ltd	9,700	-	-	-	-	-
3250 Worker's Comp. Assess. (WCD)						
3400 Other Funds Ltd	315	354	-	354	414	414
3260 Mass Transit Tax						
3400 Other Funds Ltd	2,852	3,179	190	3,369	3,369	3,433
3270 Flexible Benefits						
3400 Other Funds Ltd	138,683	183,168	2,671	185,839	183,168	183,168
TOTAL OTHER PAYROLL EXPENSES						

DESCRIPTION	2011-13 Actuals	2013-15 Leg Adopted Budget	2013-15 Emergency Boards	2013-15 Leg Approved Budget	2015-17 Base Budget	2015-17 Current Service Level
3400 Other Funds Ltd	290,969	332,891	13,520	346,411	352,646	355,995
TOTAL OTHER PAYROLL EXPENSES	**$290,969**	**$332,891**	**$13,520**	**$346,411**	**$352,646**	**$355,995**
P.S. BUDGET ADJUSTMENTS						
3465 Reconciliation Adjustment						
3400 Other Funds Ltd	-	23,090	-	23,090	-	-
3470 Undistributed (P.S.)						
3400 Other Funds Ltd	-	(1,070)	1,070	-	-	-
3991 PERS Policy Adjustment						
3400 Other Funds Ltd	-	(18,895)	-	(18,895)	-	-
TOTAL P.S. BUDGET ADJUSTMENTS						
3400 Other Funds Ltd	-	3,125	1,070	4,195	-	-
TOTAL P.S. BUDGET ADJUSTMENTS	**-**	**$3,125**	**$1,070**	**$4,195**	**-**	**-**
TOTAL PERSONAL SERVICES						
3400 Other Funds Ltd	790,258	865,840	46,180	912,020	924,758	928,107
TOTAL PERSONAL SERVICES	**$790,258**	**$865,840**	**$46,180**	**$912,020**	**$924,758**	**$928,107**
SERVICES & SUPPLIES						
4100 Instate Travel						
3400 Other Funds Ltd	22,306	26,169	-	26,169	20,669	21,289
4125 Out of State Travel						
3400 Other Funds Ltd	1,693	13,071	(1,677)	11,394	3,394	3,496

DESCRIPTION	2011-13 Actuals	2013-15 Leg Adopted Budget	2013-15 Emergency Boards	2013-15 Leg Approved Budget	2015-17 Base Budget	2015-17 Current Service Level
4150 Employee Training						
3400 Other Funds Ltd	880	2,474	-	2,474	3,974	4,093
4175 Office Expenses						
3400 Other Funds Ltd	40,578	38,277	-	38,277	34,277	35,305
4200 Telecommunications						
3400 Other Funds Ltd	18,262	9,281	-	9,281	20,281	24,231
4225 State Gov. Service Charges						
3400 Other Funds Ltd	62,186	78,661	-	78,661	24,906	32,771
4250 Data Processing						
3400 Other Funds Ltd	66	235	-	235	1,035	2,634
4275 Publicity and Publications						
3400 Other Funds Ltd	4,786	9,613	-	9,613	3,013	3,103
4300 Professional Services						
3400 Other Funds Ltd	27,594	41,868	-	41,868	41,868	51,131
4315 IT Professional Services						
3400 Other Funds Ltd	16,363	13,580	-	13,580	13,580	14,028
4325 Attorney General						
3400 Other Funds Ltd	96,612	98,746	-	98,746	98,746	117,705
4375 Employee Recruitment and Develop						
3400 Other Funds Ltd	-	577	-	577	577	594

DESCRIPTION	2011-13 Actuals	2013-15 Leg Adopted Budget	2013-15 Emergency Boards	2013-15 Leg Approved Budget	2015-17 Base Budget	2015-17 Current Service Level
4400 Dues and Subscriptions						
3400 Other Funds Ltd	2,000	3,023	-	3,023	3,023	3,114
4425 Facilities Rental and Taxes						
3400 Other Funds Ltd	68,617	73,918	-	73,918	73,918	77,170
4575 Agency Program Related S and S						
3400 Other Funds Ltd	48,235	50,137	-	50,137	51,137	52,671
4650 Other Services and Supplies						
3400 Other Funds Ltd	21,179	9,373	-	9,373	76,928	100,582
4675 Undistributed (S.S.)						
3400 Other Funds Ltd	-	(607)	607	-	-	-
4700 Expendable Prop 250 - 5000						
3400 Other Funds Ltd	40	5,307	-	5,307	1,307	1,346
4715 IT Expendable Property						
3400 Other Funds Ltd	23,128	10,672	-	10,672	10,672	10,992
TOTAL SERVICES & SUPPLIES						
3400 Other Funds Ltd	454,525	484,375	(1,070)	483,305	483,305	556,255
TOTAL SERVICES & SUPPLIES	**$454,525**	**$484,375**	**($1,070)**	**$483,305**	**$483,305**	**$556,255**
EXPENDITURES						
3400 Other Funds Ltd	1,244,783	1,350,215	45,110	1,395,325	1,408,063	1,484,362
ENDING BALANCE						

DESCRIPTION	2011-13 Actuals	2013-15 Leg Adopted Budget	2013-15 Emergency Boards	2013-15 Leg Approved Budget	2015-17 Base Budget	2015-17 Current Service Level
3400 Other Funds Ltd	195,243	183,230	(45,110)	138,120	252,435	176,136
TOTAL ENDING BALANCE	**$195,243**	**$183,230**	**($45,110)**	**$138,120**	**$252,435**	**$176,136**
AUTHORIZED POSITIONS						
8150 Class/Unclass Positions	6	6	-	6	6	6
AUTHORIZED FTE POSITIONS						
8250 Class/Unclass FTE Positions	5.50	6.00	-	6.00	6.00	6.00

Description	2015-17 Base Budget	Essential Packages	2015-17 Current Service Level	Policy Packages	2015-17 Agency Request Budget
BEGINNING BALANCE					
0025 Beginning Balance					
3400 Other Funds Ltd	181,458	-	181,458	-	181,458
REVENUE CATEGORIES					
LICENSES AND FEES					
0205 Business Lic and Fees					
3400 Other Funds Ltd	1,411,540	-	1,411,540	-	1,411,540
0210 Non-business Lic. and Fees					
3400 Other Funds Ltd	37,500	-	37,500	-	37,500
TOTAL LICENSES AND FEES					
3400 Other Funds Ltd	1,449,040	-	1,449,040	-	1,449,040
FINES, RENTS AND ROYALTIES					
0505 Fines and Forfeitures					
3400 Other Funds Ltd	25,000	-	25,000	-	25,000
INTEREST EARNINGS					
0605 Interest Income					
3400 Other Funds Ltd	3,000	-	3,000	-	3,000
SALES INCOME					
0705 Sales Income					
3400 Other Funds Ltd	1,500	-	1,500	-	1,500
OTHER					
0975 Other Revenues					
3400 Other Funds Ltd	500	-	500	-	500

Description	2015-17 Base Budget	Essential Packages	2015-17 Current Service Level	Policy Packages	2015-17 Agency Request Budget
TOTAL REVENUES					
3400 Other Funds Ltd	1,479,040	-	1,479,040	-	1,479,040
AVAILABLE REVENUES					
3400 Other Funds Ltd	1,660,498	-	1,660,498	-	1,660,498
EXPENDITURES					
PERSONAL SERVICES					
SALARIES & WAGES					
3110 Class/Unclass Sal. and Per Diem					
3400 Other Funds Ltd	572,112	-	572,112	-	572,112
OTHER PAYROLL EXPENSES					
3210 Empl. Rel. Bd. Assessments					
3400 Other Funds Ltd	264	-	264	-	264
3220 Public Employees' Retire Cont					
3400 Other Funds Ltd	89,542	-	89,542	-	89,542
3221 Pension Obligation Bond					
3400 Other Funds Ltd	32,123	3,285	35,408	-	35,408
3230 Social Security Taxes					
3400 Other Funds Ltd	43,766	-	43,766	-	43,766
3250 Worker's Comp. Assess. (WCD)					
3400 Other Funds Ltd	414	-	414	-	414
3260 Mass Transit Tax					
3400 Other Funds Ltd	3,369	64	3,433	-	3,433
3270 Flexible Benefits					

Description	2015-17 Base Budget	Essential Packages	2015-17 Current Service Level	Policy Packages	2015-17 Agency Request Budget
3400 Other Funds Ltd	183,168	-	183,168	-	183,168
TOTAL OTHER PAYROLL EXPENSES					
3400 Other Funds Ltd	352,646	3,349	355,995	-	355,995
TOTAL PERSONAL SERVICES					
3400 Other Funds Ltd	924,758	3,349	928,107	-	928,107
SERVICES & SUPPLIES					
4100 Instate Travel					
3400 Other Funds Ltd	20,669	620	21,289	-	21,289
4125 Out of State Travel					
3400 Other Funds Ltd	3,394	102	3,496	-	3,496
4150 Employee Training					
3400 Other Funds Ltd	3,974	119	4,093	-	4,093
4175 Office Expenses					
3400 Other Funds Ltd	34,277	1,028	35,305	-	35,305
4200 Telecommunications					
3400 Other Funds Ltd	20,281	3,950	24,231	-	24,231
4225 State Gov. Service Charges					
3400 Other Funds Ltd	24,906	7,865	32,771	-	32,771
4250 Data Processing					
3400 Other Funds Ltd	1,035	1,599	2,634	-	2,634
4275 Publicity and Publications					
3400 Other Funds Ltd	3,013	90	3,103	-	3,103
4300 Professional Services					

Description	2015-17 Base Budget	Essential Packages	2015-17 Current Service Level	Policy Packages	2015-17 Agency Request Budget
3400 Other Funds Ltd	41,868	9,263	51,131	-	51,131
4315 IT Professional Services					
3400 Other Funds Ltd	13,580	448	14,028	-	14,028
4325 Attorney General					
3400 Other Funds Ltd	98,746	18,959	117,705	-	117,705
4375 Employee Recruitment and Develop					
3400 Other Funds Ltd	577	17	594	-	594
4400 Dues and Subscriptions					
3400 Other Funds Ltd	3,023	91	3,114	-	3,114
4425 Facilities Rental and Taxes					
3400 Other Funds Ltd	73,918	3,252	77,170	-	77,170
4575 Agency Program Related S and S					
3400 Other Funds Ltd	51,137	1,534	52,671	-	52,671
4650 Other Services and Supplies					
3400 Other Funds Ltd	76,928	23,654	100,582	-	100,582
4700 Expendable Prop 250 - 5000					
3400 Other Funds Ltd	1,307	39	1,346	-	1,346
4715 IT Expendable Property					
3400 Other Funds Ltd	10,672	320	10,992	-	10,992
TOTAL SERVICES & SUPPLIES					
3400 Other Funds Ltd	483,305	72,950	556,255	-	556,255
TOTAL EXPENDITURES					
3400 Other Funds Ltd	1,408,063	76,299	1,484,362	-	1,484,362

Description	2015-17 Base Budget	Essential Packages	2015-17 Current Service Level	Policy Packages	2015-17 Agency Request Budget
ENDING BALANCE					
3400 Other Funds Ltd	252,435	(76,299)	176,136	-	176,136
AUTHORIZED POSITIONS					
8150 Class/Unclass Positions	6	-	6	-	6
AUTHORIZED FTE					
8250 Class/Unclass FTE Positions	6.00	-	6.00	-	6.00

Description	2015-17 Base Budget	Essential Packages	2015-17 Current Service Level	Policy Packages	2015-17 Agency Request Budget
BEGINNING BALANCE					
0025 Beginning Balance					
3400 Other Funds Ltd	181,458	-	181,458	-	181,458
REVENUE CATEGORIES					
LICENSES AND FEES					
0205 Business Lic and Fees					
3400 Other Funds Ltd	1,411,540	-	1,411,540	-	1,411,540
0210 Non-business Lic. and Fees					
3400 Other Funds Ltd	37,500	-	37,500	-	37,500
TOTAL LICENSES AND FEES					
3400 Other Funds Ltd	1,449,040	-	1,449,040	-	1,449,040
FINES, RENTS AND ROYALTIES					
0505 Fines and Forfeitures					
3400 Other Funds Ltd	25,000	-	25,000	-	25,000
INTEREST EARNINGS					
0605 Interest Income					
3400 Other Funds Ltd	3,000	-	3,000	-	3,000
SALES INCOME					
0705 Sales Income					
3400 Other Funds Ltd	1,500	-	1,500	-	1,500
OTHER					
0975 Other Revenues					
3400 Other Funds Ltd	500	-	500	-	500

Description	2015-17 Base Budget	Essential Packages	2015-17 Current Service Level	Policy Packages	2015-17 Agency Request Budget
TOTAL REVENUES					
3400 Other Funds Ltd	1,479,040	-	1,479,040	-	1,479,040
AVAILABLE REVENUES					
3400 Other Funds Ltd	1,660,498	-	1,660,498	-	1,660,498
EXPENDITURES					
PERSONAL SERVICES					
SALARIES & WAGES					
3110 Class/Unclass Sal. and Per Diem					
3400 Other Funds Ltd	572,112	-	572,112	-	572,112
OTHER PAYROLL EXPENSES					
3210 Empl. Rel. Bd. Assessments					
3400 Other Funds Ltd	264	-	264	-	264
3220 Public Employees' Retire Cont					
3400 Other Funds Ltd	89,542	-	89,542	-	89,542
3221 Pension Obligation Bond					
3400 Other Funds Ltd	32,123	3,285	35,408	-	35,408
3230 Social Security Taxes					
3400 Other Funds Ltd	43,766	-	43,766	-	43,766
3250 Worker's Comp. Assess. (WCD)					
3400 Other Funds Ltd	414	-	414	-	414
3260 Mass Transit Tax					
3400 Other Funds Ltd	3,369	64	3,433	-	3,433
3270 Flexible Benefits					

Description	2015-17 Base Budget	Essential Packages	2015-17 Current Service Level	Policy Packages	2015-17 Agency Request Budget
3400 Other Funds Ltd	183,168	-	183,168	-	183,168
TOTAL OTHER PAYROLL EXPENSES					
3400 Other Funds Ltd	352,646	3,349	355,995	-	355,995
TOTAL PERSONAL SERVICES					
3400 Other Funds Ltd	924,758	3,349	928,107	-	928,107
SERVICES & SUPPLIES					
4100 Instate Travel					
3400 Other Funds Ltd	20,669	620	21,289	-	21,289
4125 Out of State Travel					
3400 Other Funds Ltd	3,394	102	3,496	-	3,496
4150 Employee Training					
3400 Other Funds Ltd	3,974	119	4,093	-	4,093
4175 Office Expenses					
3400 Other Funds Ltd	34,277	1,028	35,305	-	35,305
4200 Telecommunications					
3400 Other Funds Ltd	20,281	3,950	24,231	-	24,231
4225 State Gov. Service Charges					
3400 Other Funds Ltd	24,906	7,865	32,771	-	32,771
4250 Data Processing					
3400 Other Funds Ltd	1,035	1,599	2,634	-	2,634
4275 Publicity and Publications					
3400 Other Funds Ltd	3,013	90	3,103	-	3,103
4300 Professional Services					

Description	2015-17 Base Budget	Essential Packages	2015-17 Current Service Level	Policy Packages	2015-17 Agency Request Budget
3400 Other Funds Ltd	41,868	9,263	51,131	-	51,131
4315 IT Professional Services					
3400 Other Funds Ltd	13,580	448	14,028	-	14,028
4325 Attorney General					
3400 Other Funds Ltd	98,746	18,959	117,705	-	117,705
4375 Employee Recruitment and Develop					
3400 Other Funds Ltd	577	17	594	-	594
4400 Dues and Subscriptions					
3400 Other Funds Ltd	3,023	91	3,114	-	3,114
4425 Facilities Rental and Taxes					
3400 Other Funds Ltd	73,918	3,252	77,170	-	77,170
4575 Agency Program Related S and S					
3400 Other Funds Ltd	51,137	1,534	52,671	-	52,671
4650 Other Services and Supplies					
3400 Other Funds Ltd	76,928	23,654	100,582	-	100,582
4700 Expendable Prop 250 - 5000					
3400 Other Funds Ltd	1,307	39	1,346	-	1,346
4715 IT Expendable Property					
3400 Other Funds Ltd	10,672	320	10,992	-	10,992
TOTAL SERVICES & SUPPLIES					
3400 Other Funds Ltd	483,305	72,950	556,255	-	556,255
TOTAL EXPENDITURES					
3400 Other Funds Ltd	1,408,063	76,299	1,484,362	-	1,484,362

Description	2015-17 Base Budget	Essential Packages	2015-17 Current Service Level	Policy Packages	2015-17 Agency Request Budget
ENDING BALANCE					
3400 Other Funds Ltd	252,435	(76,299)	176,136	-	176,136
AUTHORIZED POSITIONS					
8150 Class/Unclass Positions	6	-	6	-	6
AUTHORIZED FTE					
8250 Class/Unclass FTE Positions	6.00	-	6.00	-	6.00

Description	Total Essential Packages	Pkg: 010 Non-PICS Psnl Svc / Vacancy Factor Priority: 00	Pkg: 031 Standard Inflation Priority: 00	Pkg: 032 Above Standard Inflation Priority: 00		
EXPENDITURES						
PERSONAL SERVICES						
OTHER PAYROLL EXPENSES						
3221 Pension Obligation Bond						
3400 Other Funds Ltd	3,285	3,285	-	-		
3260 Mass Transit Tax						
3400 Other Funds Ltd	64	64	-	-		
OTHER PAYROLL EXPENSES						
3400 Other Funds Ltd	3,349	3,349	-	-		
TOTAL OTHER PAYROLL EXPENSES	$3,349	$3,349	-	-		
SERVICES & SUPPLIES						
4100 Instate Travel						
3400 Other Funds Ltd	620	-	620	-		
4125 Out of State Travel						
3400 Other Funds Ltd	102	-	102	-		
4150 Employee Training						
3400 Other Funds Ltd	119	-	119	-		
4175 Office Expenses						
3400 Other Funds Ltd	1,028	-	1,028	-		
4200 Telecommunications						
3400 Other Funds Ltd	3,950	-	608	3,342		
4225 State Gov. Service Charges						
3400 Other Funds Ltd	7,865	-	7,865	-		

Description	Total Essential Packages	Pkg: 010 Non-PICS Psnl Svc / Vacancy Factor Priority: 00	Pkg: 031 Standard Inflation Priority: 00	Pkg: 032 Above Standard Inflation Priority: 00		
4250 Data Processing						
3400 Other Funds Ltd	1,599	-	31	1,568		
4275 Publicity and Publications						
3400 Other Funds Ltd	90	-	90	-		
4300 Professional Services						
3400 Other Funds Ltd	9,263	-	1,256	8,007		
4315 IT Professional Services						
3400 Other Funds Ltd	448	-	407	41		
4325 Attorney General						
3400 Other Funds Ltd	18,959	-	18,959	-		
4375 Employee Recruitment and Develop						
3400 Other Funds Ltd	17	-	17	-		
4400 Dues and Subscriptions						
3400 Other Funds Ltd	91	-	91	-		
4425 Facilities Rental and Taxes						
3400 Other Funds Ltd	3,252	-	3,252	-		
4575 Agency Program Related S and S						
3400 Other Funds Ltd	1,534	-	1,534	-		
4650 Other Services and Supplies						
3400 Other Funds Ltd	23,654	-	2,308	21,346		
4700 Expendable Prop 250 - 5000						
3400 Other Funds Ltd	39	-	39	-		
4715 IT Expendable Property						

Description	Total Essential Packages	Pkg: 010 Non-PICS Psnl Svc / Vacancy Factor Priority: 00	Pkg: 031 Standard Inflation Priority: 00	Pkg: 032 Above Standard Inflation Priority: 00		
3400 Other Funds Ltd	320	-	320	-		
SERVICES & SUPPLIES						
3400 Other Funds Ltd	72,950	-	38,646	34,304		
TOTAL SERVICES & SUPPLIES	**$72,950**	**-**	**$38,646**	**$34,304**		
EXPENDITURES						
3400 Other Funds Ltd	76,299	3,349	38,646	34,304		
TOTAL EXPENDITURES	**$76,299**	**$3,349**	**$38,646**	**$34,304**		
ENDING BALANCE						
3400 Other Funds Ltd	(76,299)	(3,349)	(38,646)	(34,304)		
TOTAL ENDING BALANCE	**($76,299)**	**($3,349)**	**($38,646)**	**($34,304)**		

Description	Total Essential Packages	Pkg: 010 Non-PICS Psnl Svc / Vacancy Factor Priority: 00	Pkg: 031 Standard Inflation Priority: 00	Pkg: 032 Above Standard Inflation Priority: 00		
EXPENDITURES						
PERSONAL SERVICES						
OTHER PAYROLL EXPENSES						
3221 Pension Obligation Bond						
3400 Other Funds Ltd	3,285	3,285	-	-		
3260 Mass Transit Tax						
3400 Other Funds Ltd	64	64	-	-		
OTHER PAYROLL EXPENSES						
3400 Other Funds Ltd	3,349	3,349	-	-		
TOTAL OTHER PAYROLL EXPENSES	**$3,349**	**$3,349**	**-**	**-**		
SERVICES & SUPPLIES						
4100 Instate Travel						
3400 Other Funds Ltd	620	-	620	-		
4125 Out of State Travel						
3400 Other Funds Ltd	102	-	102	-		
4150 Employee Training						
3400 Other Funds Ltd	119	-	119	-		
4175 Office Expenses						
3400 Other Funds Ltd	1,028	-	1,028	-		
4200 Telecommunications						
3400 Other Funds Ltd	3,950	-	608	3,342		
4225 State Gov. Service Charges						
3400 Other Funds Ltd	7,865	-	7,865	-		

Description	Total Essential Packages	Pkg: 010 Non-PICS Psnl Svc / Vacancy Factor Priority: 00	Pkg: 031 Standard Inflation Priority: 00	Pkg: 032 Above Standard Inflation Priority: 00		
4250 Data Processing						
3400 Other Funds Ltd	1,599	-	31	1,568		
4275 Publicity and Publications						
3400 Other Funds Ltd	90	-	90	-		
4300 Professional Services						
3400 Other Funds Ltd	9,263	-	1,256	8,007		
4315 IT Professional Services						
3400 Other Funds Ltd	448	-	407	41		
4325 Attorney General						
3400 Other Funds Ltd	18,959	-	18,959	-		
4375 Employee Recruitment and Develop						
3400 Other Funds Ltd	17	-	17	-		
4400 Dues and Subscriptions						
3400 Other Funds Ltd	91	-	91	-		
4425 Facilities Rental and Taxes						
3400 Other Funds Ltd	3,252	-	3,252	-		
4575 Agency Program Related S and S						
3400 Other Funds Ltd	1,534	-	1,534	-		
4650 Other Services and Supplies						
3400 Other Funds Ltd	23,654	-	2,308	21,346		
4700 Expendable Prop 250 - 5000						
3400 Other Funds Ltd	39	-	39	-		
4715 IT Expendable Property						

Description	Total Essential Packages	Pkg: 010 Non-PICS Psnl Svc / Vacancy Factor Priority: 00	Pkg: 031 Standard Inflation Priority: 00	Pkg: 032 Above Standard Inflation Priority: 00		
3400 Other Funds Ltd	320	-	320	-		
SERVICES & SUPPLIES						
3400 Other Funds Ltd	72,950	-	38,646	34,304		
TOTAL SERVICES & SUPPLIES	**$72,950**	**-**	**$38,646**	**$34,304**		
EXPENDITURES						
3400 Other Funds Ltd	76,299	3,349	38,646	34,304		
TOTAL EXPENDITURES	**$76,299**	**$3,349**	**$38,646**	**$34,304**		
ENDING BALANCE						
3400 Other Funds Ltd	(76,299)	(3,349)	(38,646)	(34,304)		
TOTAL ENDING BALANCE	**($76,299)**	**($3,349)**	**($38,646)**	**($34,304)**		

Description	Agency Request Budget (V-01) 2015-17 Base Budget	Governor's Budget (Y-01) 2015-17 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	181,458	181,458	0	-
0030 Beginning Balance Adjustment				
3400 Other Funds Ltd	-	65,900	65,900	100.00%
TOTAL BEGINNING BALANCE				
3400 Other Funds Ltd	181,458	247,358	65,900	36.32%
REVENUE CATEGORIES				
LICENSES AND FEES				
0205 Business Lic and Fees				
3400 Other Funds Ltd	1,411,540	1,310,800	(100,740)	-7.14%
0210 Non-business Lic. and Fees				
3400 Other Funds Ltd	37,500	24,800	(12,700)	-33.87%
TOTAL LICENSES AND FEES				
3400 Other Funds Ltd	1,449,040	1,335,600	(113,440)	-7.83%
FINES, RENTS AND ROYALTIES				
0505 Fines and Forfeitures				
3400 Other Funds Ltd	25,000	25,000	0	-
INTEREST EARNINGS				
0605 Interest Income				
3400 Other Funds Ltd	3,000	3,000	0	-
SALES INCOME				
0705 Sales Income				
3400 Other Funds Ltd	1,500	2,000	500	33.33%

Description	Agency Request Budget (V-01) 2015-17 Base Budget	Governor's Budget (Y-01) 2015-17 Base Budget	Column 2 minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		
OTHER				
0975 Other Revenues				
3400 Other Funds Ltd	500	-	(500)	-100.00%
TOTAL REVENUES				
3400 Other Funds Ltd	1,479,040	1,365,600	(113,440)	-7.67%
AVAILABLE REVENUES				
3400 Other Funds Ltd	1,660,498	1,612,958	(47,540)	-2.86%
EXPENDITURES				
PERSONAL SERVICES				
SALARIES & WAGES				
3110 Class/Unclass Sal. and Per Diem				
3400 Other Funds Ltd	572,112	572,112	0	-
OTHER PAYROLL EXPENSES				
3210 Empl. Rel. Bd. Assessments				
3400 Other Funds Ltd	264	264	0	-
3220 Public Employees' Retire Cont				
3400 Other Funds Ltd	89,542	89,542	0	-
3221 Pension Obligation Bond				
3400 Other Funds Ltd	32,123	32,123	0	-
3230 Social Security Taxes				
3400 Other Funds Ltd	43,766	43,766	0	-
3250 Worker's Comp. Assess. (WCD)				
3400 Other Funds Ltd	414	414	0	-
3260 Mass Transit Tax				

Description	Agency Request Budget (V-01) 2015-17 Base Budget	Governor's Budget (Y-01) 2015-17 Base Budget	Column 2 minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		
3400 Other Funds Ltd	3,369	3,369	0	-
3270 Flexible Benefits				
3400 Other Funds Ltd	183,168	183,168	0	-
TOTAL OTHER PAYROLL EXPENSES				
3400 Other Funds Ltd	352,646	352,646	0	-
TOTAL PERSONAL SERVICES				
3400 Other Funds Ltd	924,758	924,758	0	-
SERVICES & SUPPLIES				
4100 Instate Travel				
3400 Other Funds Ltd	20,669	20,669	0	-
4125 Out of State Travel				
3400 Other Funds Ltd	3,394	3,394	0	-
4150 Employee Training				
3400 Other Funds Ltd	3,974	3,974	0	-
4175 Office Expenses				
3400 Other Funds Ltd	34,277	34,277	0	-
4200 Telecommunications				
3400 Other Funds Ltd	20,281	20,281	0	-
4225 State Gov. Service Charges				
3400 Other Funds Ltd	24,906	24,906	0	-
4250 Data Processing				
3400 Other Funds Ltd	1,035	1,035	0	-
4275 Publicity and Publications				
3400 Other Funds Ltd	3,013	3,013	0	-

Description	Agency Request Budget (V-01) 2015-17 Base Budget	Governor's Budget (Y-01) 2015-17 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	41,868	41,868	0	-
4315 IT Professional Services				
3400 Other Funds Ltd	13,580	13,580	0	-
4325 Attorney General				
3400 Other Funds Ltd	98,746	98,746	0	-
4375 Employee Recruitment and Develop				
3400 Other Funds Ltd	577	577	0	-
4400 Dues and Subscriptions				
3400 Other Funds Ltd	3,023	3,023	0	-
4425 Facilities Rental and Taxes				
3400 Other Funds Ltd	73,918	73,918	0	-
4575 Agency Program Related S and S				
3400 Other Funds Ltd	51,137	51,137	0	-
4650 Other Services and Supplies				
3400 Other Funds Ltd	76,928	76,928	0	-
4700 Expendable Prop 250 - 5000				
3400 Other Funds Ltd	1,307	1,307	0	-
4715 IT Expendable Property				
3400 Other Funds Ltd	10,672	10,672	0	-
TOTAL SERVICES & SUPPLIES				
3400 Other Funds Ltd	483,305	483,305	0	-
TOTAL EXPENDITURES				
3400 Other Funds Ltd	1,408,063	1,408,063	0	-

Description	Agency Request Budget (V-01) 2015-17 Base Budget	Governor's Budget (Y-01) 2015-17 Base Budget	Column 2 minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		
ENDING BALANCE				
3400 Other Funds Ltd	252,435	204,895	(47,540)	-18.83%
AUTHORIZED POSITIONS				
8150 Class/Unclass Positions	6	6	0	-
AUTHORIZED FTE				
8250 Class/Unclass FTE Positions	6.00	6.00	0	-

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				
OTHER PAYROLL EXPENSES				
3221 Pension Obligation Bond				
3400 Other Funds Ltd	3,285	3,285	0	0.00%
3260 Mass Transit Tax				
3400 Other Funds Ltd	64	64	0	0.00%
OTHER PAYROLL EXPENSES				
3400 Other Funds Ltd	3,349	3,349	0	0.00%
TOTAL OTHER PAYROLL EXPENSES	**$3,349**	**$3,349**	**$0**	**0.00%**
EXPENDITURES				
3400 Other Funds Ltd	3,349	3,349	0	0.00%
TOTAL EXPENDITURES	**$3,349**	**$3,349**	**$0**	**0.00%**
ENDING BALANCE				
3400 Other Funds Ltd	(3,349)	(3,349)	0	0.00%
TOTAL ENDING BALANCE	**($3,349)**	**($3,349)**	**$0**	**0.00%**

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	620	620	0	0.00%
4125 Out of State Travel				
3400 Other Funds Ltd	102	102	0	0.00%
4150 Employee Training				
3400 Other Funds Ltd	119	119	0	0.00%
4175 Office Expenses				
3400 Other Funds Ltd	1,028	1,028	0	0.00%
4200 Telecommunications				
3400 Other Funds Ltd	608	608	0	0.00%
4225 State Gov. Service Charges				
3400 Other Funds Ltd	7,865	10,184	2,319	29.49%
4250 Data Processing				
3400 Other Funds Ltd	31	31	0	0.00%
4275 Publicity and Publications				
3400 Other Funds Ltd	90	90	0	0.00%
4300 Professional Services				

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	1,256	1,256	0	0.00%
4315 IT Professional Services				
3400 Other Funds Ltd	407	407	0	0.00%
4325 Attorney General				
3400 Other Funds Ltd	18,959	13,442	(5,517)	(29.10%)
4375 Employee Recruitment and Develop				
3400 Other Funds Ltd	17	17	0	0.00%
4400 Dues and Subscriptions				
3400 Other Funds Ltd	91	91	0	0.00%
4425 Facilities Rental and Taxes				
3400 Other Funds Ltd	3,252	3,252	0	0.00%
4575 Agency Program Related S and S				
3400 Other Funds Ltd	1,534	1,534	0	0.00%
4650 Other Services and Supplies				
3400 Other Funds Ltd	2,308	2,308	0	0.00%
4700 Expendable Prop 250 - 5000				
3400 Other Funds Ltd	39	39	0	0.00%
4715 IT Expendable Property				
3400 Other Funds Ltd	320	320	0	0.00%

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		
SERVICES & SUPPLIES				
3400 Other Funds Ltd	38,646	35,448	(3,198)	(8.28%)
TOTAL SERVICES & SUPPLIES	**$38,646**	**$35,448**	**($3,198)**	**(8.28%)**
EXPENDITURES				
3400 Other Funds Ltd	38,646	35,448	(3,198)	(8.28%)
TOTAL EXPENDITURES	**$38,646**	**$35,448**	**($3,198)**	**(8.28%)**
ENDING BALANCE				
3400 Other Funds Ltd	(38,646)	(35,448)	3,198	8.28%
TOTAL ENDING BALANCE	**($38,646)**	**($35,448)**	**$3,198**	**8.28%**

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				
4200 Telecommunications				
3400 Other Funds Ltd	3,342	3,342	0	0.00%
4250 Data Processing				
3400 Other Funds Ltd	1,568	1,568	0	0.00%
4300 Professional Services				
3400 Other Funds Ltd	8,007	8,007	0	0.00%
4315 IT Professional Services				
3400 Other Funds Ltd	41	41	0	0.00%
4650 Other Services and Supplies				
3400 Other Funds Ltd	21,346	21,346	0	0.00%
SERVICES & SUPPLIES				
3400 Other Funds Ltd	34,304	34,304	0	0.00%
TOTAL SERVICES & SUPPLIES	**$34,304**	**$34,304**	**$0**	**0.00%**
EXPENDITURES				
3400 Other Funds Ltd	34,304	34,304	0	0.00%
TOTAL EXPENDITURES	**$34,304**	**$34,304**	**$0**	**0.00%**
ENDING BALANCE				

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	(34,304)	(34,304)	0	0.00%
TOTAL ENDING BALANCE	**($34,304)**	**($34,304)**	**$0**	**0.00%**

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	-	(15,860)	(15,860)	100.00%
4125 Out of State Travel				
3400 Other Funds Ltd	-	(1,189)	(1,189)	100.00%
4175 Office Expenses				
3400 Other Funds Ltd	-	(13,812)	(13,812)	100.00%
4200 Telecommunications				
3400 Other Funds Ltd	-	(3,000)	(3,000)	100.00%
4250 Data Processing				
3400 Other Funds Ltd	-	(1,000)	(1,000)	100.00%
4275 Publicity and Publications				
3400 Other Funds Ltd	-	(1,500)	(1,500)	100.00%
4300 Professional Services				
3400 Other Funds Ltd	-	(1,500)	(1,500)	100.00%
4315 IT Professional Services				
3400 Other Funds Ltd	-	(4,500)	(4,500)	100.00%
4400 Dues and Subscriptions				

Description	Agency Request Budget (V-01) Column 1	Governor's Budget (Y-01) Column 2	Column 2 Minus Column 1	% Change from Column 1 to Column 2
3400 Other Funds Ltd	-	(200)	(200)	100.00%
4575 Agency Program Related S and S				
3400 Other Funds Ltd	-	(5,000)	(5,000)	100.00%
4650 Other Services and Supplies				
3400 Other Funds Ltd	-	(14,158)	(14,158)	100.00%
4715 IT Expendable Property				
3400 Other Funds Ltd	-	(8,292)	(8,292)	100.00%
SERVICES & SUPPLIES				
3400 Other Funds Ltd	-	(70,011)	(70,011)	100.00%
TOTAL SERVICES & SUPPLIES	**-**	**($70,011)**	**($70,011)**	**100.00%**
EXPENDITURES				
3400 Other Funds Ltd	-	(70,011)	(70,011)	100.00%
TOTAL EXPENDITURES	**-**	**($70,011)**	**($70,011)**	**100.00%**
ENDING BALANCE				
3400 Other Funds Ltd	-	70,011	70,011	100.00%
TOTAL ENDING BALANCE	**-**	**$70,011**	**$70,011**	**100.00%**

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		
REVENUE CATEGORIES				
LICENSES AND FEES				
0205 Business Lic and Fees				
3400 Other Funds Ltd	-	122,322	122,322	100.00%
AVAILABLE REVENUES				
3400 Other Funds Ltd	-	122,322	122,322	100.00%
TOTAL AVAILABLE REVENUES	**-**	**$122,322**	**$122,322**	**100.00%**
ENDING BALANCE				
3400 Other Funds Ltd	-	122,322	122,322	100.00%
TOTAL ENDING BALANCE	**-**	**$122,322**	**$122,322**	**100.00%**

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		5,040			5,040
000	MEAHZ7004 HA		PRINCIPAL EXECUTIVE/MANAGER C	1	1.00	24.00	6,768.00		162,432			162,432
000	UA	C0103 AA	OFFICE SPECIALIST 1	1	1.00	24.00	2,359.00		56,616			56,616
000	UA	C0104 AA	OFFICE SPECIALIST 2	1	1.00	24.00	2,635.00		63,240			63,240
000	UA	C0860 AA	PROGRAM ANALYST 1	1	1.00	24.00	3,450.00		82,800			82,800
000	UA	C5232 AA	INVESTIGATOR 2	1	1.00	24.00	3,139.00		75,336			75,336
000	UA	C5247 AA	COMPLIANCE SPECIALIST 2	1	1.00	24.00	5,277.00		126,648			126,648
000				6	6.00	144.00	1,817.53		572,112			572,112
				6	6.00	144.00	1,817.53		572,112			572,112
				6	6.00	144.00	1,817.53		572,112			572,112

PKG	CLASS	COMP	DESCRIPTION	POS CNT	FTE	MOS	AVERAGE RATE	GF SAL	OF SAL	FF SAL	LF SAL	AF SAL
				6	6.00	144.00	1,817.53		572,112			572,112

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		5,040			5,040
000	MEAHZ	7004	HA PRINCIPAL EXECUTIVE/MANAGER C	1	1.00	24.00	6,768.00		162,432			162,432
000	UA	C0103	AA OFFICE SPECIALIST 1	1	1.00	24.00	2,359.00		56,616			56,616
000	UA	C0104	AA OFFICE SPECIALIST 2	1	1.00	24.00	2,635.00		63,240			63,240
000	UA	C0860	AA PROGRAM ANALYST 1	1	1.00	24.00	3,450.00		82,800			82,800
000	UA	C5232	AA INVESTIGATOR 2	1	1.00	24.00	3,139.00		75,336			75,336
000	UA	C5247	AA COMPLIANCE SPECIALIST 2	1	1.00	24.00	5,277.00		126,648			126,648
				6	6.00	144.00	1,817.53		572,112			572,112

PKG	CLASS	COMP	DESCRIPTION	POS CNT	FTE	MOS	AVERAGE RATE	GF SAL	OF SAL	FF SAL	LF SAL	AF SAL
				6	6.00	144.00	1,817.53		572,112			572,112