

## Health Related Licensing Boards

	2015-17 Actual	2017-19 Legislatively Adopted	2017-19 Legislatively Approved*	2019-21 Current Service Level
Other Funds	5,101,941	5,910,978	6,204,915	6,617,355
<b>Total Funds</b>	<b>\$5,101,941</b>	<b>\$5,910,978</b>	<b>\$6,204,915</b>	<b>\$6,617,355</b>
Positions	21	21	21	22
FTE	20.25	20.25	20.25	20.75

\*Includes Emergency Board and administrative actions through December 2018.

### Program Description

The Health-Related Licensing Boards (HRLB) consists of six independent boards: the Board of Naturopathic Medicine, the Mortuary and Cemetery Board, the Occupational Therapy Licensing Board, the Board of Medical Imaging, the Board of Examiners for Speech-Language Pathology, and the Veterinary Medical Examining Board. Each board operates in essentially the same manner, licensing and regulating their particular licensees according to their individual statutory guidelines. Board staff reside in the State Office Building in Portland, with four of the boards inhabiting a shared office space.

### CSL Summary and Issues

The HRLB is funded primarily through licensing registration and renewal fees, fines and forfeitures and sales income. There is no General Fund revenue.

The budget submission for 2017-19 included incorrect revenue projections for the biennium for several of the Boards. The expenditure limitation for these Boards was reduced to balance their 2017-19 budgets. The affected Boards have struggled under the reduced limits. The 2019-21 revenue projections are also incorrect for these same Boards. LFO recommends correcting the 2019-21 revenue projections based on actuals for this biennium and increasing the expenditure limitation based on historical expenditure levels to allow the affected Boards to function properly.

The HRLB also understated the projected 2019-21 beginning balances for most of the Boards. LFO will review the actuals-to-date prior to the Subcommittee review of this budget and propose a beginning fund balance adjustment for the 2019-21 budget. The ending fund balance for each Board is sufficient to cover the CSL budget, as well as the costs associated with the reclasses and the IT package. The net revenue adjustments will increase the ending fund balance.

### Other Significant Issues and Background

In 2016, the HRLB ceased using DAS Shared Financial Services and hired a shared accountant. The accountant resigned in September 2018 after a series of missteps, including budget submission errors. The HRLB has requested and received permission from DAS to reclass the accountant position to a Fiscal Analyst 2 and are in the process of hiring for this position. The HRLB has contracted for an internal audit to uncover any accounting errors incurred since 2016, and to provide “best practice” guidance to the HRLB going forward.

The Boards of the HRLB currently use separate licensing databases developed and maintained by a single contractor. These databases are outdated and no longer supportable. The Boards are in the process of procuring a new database. The total cost of the technology upgrade and desktop specialist is \$420,000. Each Board has submitted a policy option package to cover their portion of the IT package, pro-rated based on FTE.

A review of HRLB staff revealed discrepancies between personnel classifications for staff performing the same work. These discrepancies extended to the Executive Directors of the six boards. DAS CHRO has approved reclassifying several positions in the agency to resolve the discrepancies. The reclassification process for the affected Executive Directors is underway with DAS. The Boards have submitted policy option packages to cover the reclassified positions, as well as the anticipated reclasses for the affected Executive Directors.

Other policy option packages include increasing the Administrative Specialist 2 position by 0.25 FTE to 0.75 FTE for the Occupational Therapy Licensing Board; increasing the Investigator 2 position from 0.5 FTE to 1.0 FTE to assist with compliance workload at the Board of Examiners for Speech-Language Pathology; converting a temporary Investigator 2 position to permanent at 0.5 FTE; and increasing the services and supplies expenditure limitation for the Board of Medical Imaging by \$44,887 for Attorney General Flat Rate Fees.