

Legislative Fiscal Office

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Joint Committee on Ways and Means

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Rep. David Gomberg, House Co-Vice Chair
Rep. Greg Smith, House Co-Vice Chair

To: Education Subcommittee

From: Meg Bushman Reinhold, Legislative Fiscal Office

Date: February 7, 2019

Subject: HB 5022 – Health Related Licensing Boards
Work Session Recommendations

The Health Related Licensing Boards are combined for budget purposes into one agency, though they operate independently and with completely separate funding streams. They share office space, copiers, printers and one staff person for billing and budget support.

This budget cycle, the Boards are making some adjustments to add efficiencies, upgrade technology and ensure pay equity. In 2015, the Board left DAS Shared Financial Services in favor of hiring their own accountant to do their billing. After two years, it became clear that a Fiscal Analyst 2 would provide more support, particularly with regard to their budgets. The accountant position has been reclassified by DAS to a Fiscal Analyst 2 and LFO is recommending that the position reside in Board of Naturopathic Physicians. The Boards have had a financial audit and once the Fiscal Analyst 2 position is filled, the auditor will return, on contract, to train the Fiscal Analyst on the state system and the particular needs of the Boards, and to train the Executive Directors on proper supervision to ensure sound financial management.

The Boards are in need of a new licensing database. They are currently pursuing options and expect to have a contract with vendor by this summer. LFO is recommending Each Other Funds expenditure limitation for all the Boards to cover the cost of implementation, the ongoing subscription costs and contracted support.

A review of staff showed discrepancies in classifications for staff performing similar work. Affected Boards have submitted reclass requests to remedy those disparities. DAS is processing those requests which are anticipated to be granted, if they have not been already. LFO is recommending expenditure limitation increases for those boards to cover these potential reclasses.

Finally, LFO is recommending changes to beginning balances and revenue projections for some boards to better align revenue expectations with historical actuals.

Oregon Mortuary and Cemetery Board – Totals

	2015-17 Actual	2017-19 Legislatively Approved	2019-21 Current Service Level	2019-21 LFO Recommended
Other Funds	\$1,814,321	\$2,191,749	\$2,267,235	\$2,354,599
Total Funds	\$1,814,321	\$2,191,749	\$2,267,235	\$2,354,599
Positions	7	7	7	7
FTE	7.00	7.00	7.00	7.00

The 2019-21 LFO recommended budget for the Oregon Mortuary and Cemetery Board is a 7.4% increase over the 2017-19 Legislatively Approved Budget and a 3.9% increase over the 2019-21 Current Service Level Budget.

The Mortuary Board has a new executive director this biennium. For a variety of reasons, the Board has not been inspecting Mortuary facilities as required by statute. The inspector position is currently vacant. The new director is committed to filling this vacancy and LFO is recommending that the subcommittee authorize a second inspector position to ensure that the statutory requirements are met. As a budget instruction, LFO asks that the executive director report to LFO in September 2019 on the status of hiring for these two positions and the plan for inspecting 100% of the facilities in the biennium. The Board should also report to LFO regarding its complaint closure backlog at that time. LFO is also recommending a new Key Performance Measure on Timely Closure of Complaints.

Adjustments to Current Service Level

See attached “Work Session Presentation Report.”

Note: Statewide adjustments and six-year capital construction expenditures are not included in these recommendations. Any needed adjustments will be made in end of session bills.

Accept LFO Recommendation:

MOTION: I move the LFO recommendation to HB 5022. (VOTE)

OR

Change LFO Recommendation:

MOTION: I move the LFO recommendation to HB 5022, with modifications. (VOTE)

Performance Measures

See attached “Legislatively Proposed 2017-19 Key Performance Measures.”

Accept LFO Recommendation:

MOTION: I move the LFO recommendation on Key Performance Measures. (VOTE)

OR

Change LFO Recommendation:

MOTION: I move the LFO recommendation on Key Performance Measures, with modifications. (VOTE)

	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	Total Funds	Positions	Full-Time Equivalent (FTE)
2017-19 Agy. Leg. Adopted	-	-	2,152,200	-	-	-	2,152,200	7	7.00
2017-19 Ebds, SS & Admin Act	-	-	39,549	-	-	-	39,549	-	-
Ways & Means Actions	-	-	-	-	-	-	-	-	-
2017-19 Leg Approved Budget	-	-	2,191,749	-	-	-	2,191,749	7	7.00
2017-19 Leg Approved Budget (Base)	-	-	2,191,749	-	-	-	2,191,749	7	7.00
Summary of Base Adjustments	-	-	24,386	-	-	-	24,386	-	-
2019-21 Base Budget	-	-	2,216,135	-	-	-	2,216,135	7	7.00
010: Non-PICS Pers Svc/Vacancy Factor	-	-	2,117	-	-	-	2,117	-	-
030: Inflation & Price List Adjustments	-	-	48,983	-	-	-	48,983	-	-
2019-21 Current Service Level	-	-	2,267,235	-	-	-	2,267,235	7	7.00
Adjusted 2019-21 Current Service Level	-	-	2,267,235	-	-	-	2,267,235	7	7.00
Total LFO Recommended Packages	-	-	87,364	-	-	-	87,364	-	-
2019-21 Legislative Actions	-	-	2,354,599	-	-	-	2,354,599	7	7.00
Net change from 2017-19 Leg Approved Budget	-	-	162,850	-	-	-	162,850	-	-
Percent change from 2017-19 Leg Approved Budget	0.0%	0.0%	7.4%	0.0%	0.0%	0.0%	7.4%	0.0%	0.0%
Net change from 2019-21 Adj Current Service Level	-	-	87,364	-	-	-	87,364	-	-
Percent change from 2019-21 Adj Current Service Level	0.0%	0.0%	3.9%	0.0%	0.0%	0.0%	3.9%	0.0%	0.0%

	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	Total Funds	Positions	Full-Time Equivalent (FTE)
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Package 101 IT Software and Database Support

Package Description This package increases Other Funds expenditure limitation by \$95,000 for IT Software and Database support. The Health Related Licensing Board's contract with Confuzer IT expired in June, 2018 and a new database is needed. The funds are ongoing and include database support provided through a contract with the Physical Therapy Board. Once actual ongoing costs are unknown. Limitation may be reduced in future years to reflect costs post-implementation.

LFO Recommendation LFO Recommends

LFO Recommended	-	-	95,000	-	-	-	95,000	-	-
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	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	Total Funds	Positions	Full-Time Equivalent (FTE)
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Package 114 Option Package Re-class AS1 to AS2

Package Description A review of staff at each of the Boards determined that classifications varied for individuals performing the same tasks. This position is currently under review by DAS. Other similar positions have received DAS approval for a reclass to AS 2. This package provides the Other Funds limitation necessary to cover the increased costs of a reclass.

LFO Recommendation LFO recommends

LFO Recommended	-	-	4,888	-	-	-	4,888	-	-
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	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	Total Funds	Positions	Full-Time Equivalent (FTE)
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Package 115 Option Package Re-class ESS2 to AS2

Package Description A review of staff at each of the Boards determined that classifications varied for individuals performing the same tasks. This position is currently under review by DAS. LFO anticipates that the reclass will be granted given that other boards have had similar requests approved for staff performing the same tasks. This package provides Other Funds limitation to cover the costs associated with the anticipated reclass.

LFO Recommendation LFO recommends.

LFO Recommended	-	-	6,261	-	-	-	6,261	-	-
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	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	Total Funds	Positions	Full-Time Equivalent (FTE)
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Package 801 LFO Analyst Adjustments

Package Description Accounting updates warrant increasing the beginning fund balance by \$187,993. Historical actual revenues through December 2018 warrant the following increases to CSL: \$54,655 in business licenses and fees, \$3000 in charges for services and \$38,000 for interest.

The accountant position in this board has been reclassified to a Fiscal Analyst 2 to provide a higher level budget and accounting expertise for the agency. The function is being moved from Mortuary to Naturopathic Physicians, but will still be shared by all six boards. A "transfer out" amount of \$40,000 is included to cover the Mortuary Board's portion of the Fiscal Analyst 2 position. The "transfer in" amount of \$130,924 is removed.

The Mortuary Board will use the position authority from the Accountant to add an Investigator 2 to increase capacity for inspections. There is no adjustment in personal services limitation for this position.

LFO Recommendation LFO Recommends

LFO Recommended	-	-	-	-	-	-	-	-	-
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Legislatively Proposed 2019 - 2021 Key Performance Measures

Published: 2/6/2019 12:54:44 PM

Agency: Mortuary and Cemetery Board

Mission Statement:

The mission of the Oregon Mortuary and Cemetery Board is to protect public health, safety and welfare by fairly and efficiently performing its licensing, inspection and enforcement duties; by promoting professional behavior and standards in all facets of the Oregon death care industry; and, by maintaining constructive relationships with licensees, those they serve and others with an interest in the Board's activities.

Legislatively Proposed KPMs	Metrics	Agency Request	Last Reported Result	Target 2020	Target 2021
1. Facility Inspection - Percent of licensed facilities inspected not less than once per biennium.		Approved	10%	100%	100%
2. Complaint Investigation - Percent of investigative reports completed within six months of a complaint from any person against a licensee.		Approved	100%	90%	90%
3. Customer Service - Percent of customers rating their satisfaction with the agency's customer service as "good" or "excellent": overall, timeliness, accuracy, helpfulness, expertise, availability of information.	Overall	Approved	96%	95%	95%
	Availability of Information		96%	95%	95%
	Helpfulness		98%	95%	95%
	Accuracy		95%	95%	95%
	Timeliness		91%	95%	95%
	Expertise		98%	95%	95%
4. BEST PRACTICES - Percent of total best practices met by the Board.		Approved	100%	100%	100%
5. Timely Resolution of Complaints - Percent of cases closed within 9 months.		Proposed New	No Data	90%	90%

LFO Recommendation:

LFO recommends a new Key Performance Measure titled Timely Resolution of Complaints, to measure the percent of cases closed within 9 months. The target is 90%. LFO recommends approving the 2019-21 Key Performance Measures and targets as proposed.

SubCommittee Action:

Oregon Board of Naturopathic Medicine – Totals

	2015-17 Actual	2017-19 Legislatively Approved	2019-21 Current Service Level	2019-21 LFO Recommended
Other Funds	\$718,941	\$809,413	\$905,995	\$1,179,389
Total Funds	\$718,941	\$809,413	\$905,995	\$1,179,389
Positions	3	3	3	4
FTE	3.00	3.00	3.00	4.00

The 2019-21 LFO Recommended Budget for the Oregon Board of Naturopathic Medicine is a 45.7% increase over the 2017-19 Legislatively Approved Budget and 30.2% increase over the 2019-21 Current Service Level. The large increase is due primarily to the addition of the Fiscal Analyst 2 position to this Board, though all six boards will contribute to cover the costs of the position.

Adjustments to Current Service Level

See attached “Work Session Presentation Report.”

Note: Statewide adjustments and six-year capital construction expenditures are not included in these recommendations. Any needed adjustments will be made in end of session bills.

Accept LFO Recommendation:

MOTION: I move the LFO recommendation to HB 5022. (VOTE)

OR

Change LFO Recommendation:

MOTION: I move the LFO recommendation to HB 5022, with modifications. (VOTE)

Performance Measures

See attached “Legislatively Proposed 2017-19 Key Performance Measures.”

Accept LFO Recommendation:

MOTION: I move the LFO recommendation on Key Performance Measures. (VOTE)

OR

Change LFO Recommendation:

MOTION: I move the LFO recommendation on Key Performance Measures, with modifications. (VOTE)

	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	Total Funds	Positions	Full-Time Equivalent (FTE)
2017-19 Agy. Leg. Adopted	-	-	799,923	-	-	-	799,923	3	3.00
2017-19 Ebds, SS & Admin Act	-	-	9,490	-	-	-	9,490	-	-
Ways & Means Actions	-	-	-	-	-	-	-	-	-
2017-19 Leg Approved Budget	-	-	809,413	-	-	-	809,413	3	3.00
2017-19 Leg Approved Budget (Base)	-	-	809,413	-	-	-	809,413	3	3.00
Summary of Base Adjustments	-	-	72,770	-	-	-	72,770	-	-
2019-21 Base Budget	-	-	882,183	-	-	-	882,183	3	3.00
010: Non-PICS Pers Svc/Vacancy Factor	-	-	3,989	-	-	-	3,989	-	-
030: Inflation & Price List Adjustments	-	-	19,823	-	-	-	19,823	-	-
2019-21 Current Service Level	-	-	905,995	-	-	-	905,995	3	3.00
Adjusted 2019-21 Current Service Level	-	-	905,995	-	-	-	905,995	3	3.00
Total LFO Recommended Packages	-	-	273,394	-	-	-	273,394	1	1.00
2019-21 Legislative Actions	-	-	1,179,389	-	-	-	1,179,389	4	4.00
Net change from 2017-19 Leg Approved Budget	-	-	369,976	-	-	-	369,976	1	1.00
Percent change from 2017-19 Leg Approved Budget	0.0%	0.0%	45.7%	0.0%	0.0%	0.0%	45.7%	33.3%	33.3%
Net change from 2019-21 Adj Current Service Level	-	-	273,394	-	-	-	273,394	1	1.00
Percent change from 2019-21 Adj Current Service Level	0.0%	0.0%	30.2%	0.0%	0.0%	0.0%	30.2%	33.3%	33.3%

	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	Total Funds	Positions	Full-Time Equivalent (FTE)
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Package 101 IT Software and Database Support

Package Description The Health Licensing Board is onboarding a new licensing database. Other Funds expenditure limitation is increased by \$70,000 for IT Software and Database support for this board. Limitation may be decreased once ongoing costs for the database and support are known.

LFO Recommendation LFO recommends.

LFO Recommended	-	-	70,000	-	-	-	70,000	-	-
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	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	Total Funds	Positions	Full-Time Equivalent (FTE)
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Package 121 Option Package Re-class PEM-C to PEM-D

Package Description A review of staff positions at the agency uncovered discrepancies among positions for individuals performing the same work. These discrepancies extended to the Executive Directors. The board has submitted a request to reclass the Executive Director position from a PEM C to a PEM D. DAS requested that the review be postponed due to workload issues. The reclass is anticipated to be granted since one Executive Director is currently a PEM D. This package authorizes expenditure of additional funds to pay for the reclass should it be granted.

LFO Recommendation LFO recommends.

LFO Recommended	-	-	26,712	-	-	-	26,712	-	-
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	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	Total Funds	Positions	Full-Time Equivalent (FTE)
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Package 801 LFO Analyst Adjustments

Package Description Budgeting and accounting will be done for all six boards by a Fiscal Analyst 2 position being added to this board. Personal Services limitation of \$176,682 will cover the cost of the position. The other boards will pay their share of the costs for this position, with intrafund transfers totalling \$149,346.

LFO Recommendation LFO recommends.

LFO Recommended	-	-	176,682	-	-	-	176,682	1	1.00
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Legislatively Proposed 2019 - 2021 Key Performance Measures

Published: 2/6/2019 12:53:35 PM

Agency: Naturopathic Medicine, Board of

Mission Statement:

The mission of the Oregon Board of Naturopathic Medicine is to protect the public by licensing and regulating Naturopathic physicians. The Board will promote physician excellence and will foster communication within the profession and with the public.

Legislatively Proposed KPMs	Metrics	Agency Request	Last Reported Result	Target 2020	Target 2021
1. Average time from receipt of a new complaint to completion of the investigation (months).		Approved	9	6	6
3. Customer Service - Percent of customers rating their satisfaction with the agency's customer service as good or excellent for overall customer service, timeliness, accuracy, helpfulness, expertise and availability of information.	Availability of Information	Approved	95%	95%	95%
	Timeliness		95%	95%	95%
	Accuracy		95%	92%	95%
	Helpfulness		98%	95%	95%
	Overall		98%	95%	95%
	Expertise		95%	92%	95%
4. Percent of total best practices met by the Board.		Approved	95	100	100

LFO Recommendation:

Approve the 2019-21 Key Performance Measures and targets as proposed.

SubCommittee Action:

Occupational Therapy Licensing Board – Totals

	2015-17 Actual	2017-19 Legislatively Approved	2019-21 Current Service Level	2019-21 LFO Recommended
Other Funds	\$380,627	\$514,522	\$542,405	\$627,294
Total Funds	\$380,627	\$514,522	\$542,405	\$627,294
Positions	2	2	2	2
FTE	1.50	1.50	1.50	1.75

The 2019-21 LFO Recommended Budget for the Occupational Therapy Licensing Board is a 21.9% increase over the 2017-19 Legislatively Approved Budget and 15.7% increase over the 2019-21 Current Service Level. The increase is due primarily to an increase in FTE of 0.25 for the Administrative Specialist 2, as well as a reclass for the executive director.

Adjustments to Current Service Level

See attached “Work Session Presentation Report.”

Note: Statewide adjustments and six-year capital construction expenditures are not included in these recommendations. Any needed adjustments will be made in end of session bills.

Accept LFO Recommendation:

MOTION: I move the LFO recommendation to HB 5022. (VOTE)

OR

Change LFO Recommendation:

MOTION: I move the LFO recommendation to HB 5022, with modifications. (VOTE)

Performance Measures

See attached “Legislatively Proposed 2017-19 Key Performance Measures.”

Accept LFO Recommendation:

MOTION: I move the LFO recommendation on Key Performance Measures. (VOTE)

OR

Change LFO Recommendation:

MOTION: I move the LFO recommendation on Key Performance Measures, with modifications. (VOTE)

	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	Total Funds	Positions	Full-Time Equivalent (FTE)
2017-19 Agy. Leg. Adopted	-	-	483,425	-	-	-	483,425	2	1.50
2017-19 Ebds, SS & Admin Act	-	-	31,097	-	-	-	31,097	-	-
Ways & Means Actions	-	-	-	-	-	-	-	-	-
2017-19 Leg Approved Budget	-	-	514,522	-	-	-	514,522	2	1.50
2017-19 Leg Approved Budget (Base)	-	-	514,522	-	-	-	514,522	2	1.50
Summary of Base Adjustments	-	-	15,177	-	-	-	15,177	-	-
2019-21 Base Budget	-	-	529,699	-	-	-	529,699	2	1.50
030: Inflation & Price List Adjustments	-	-	12,706	-	-	-	12,706	-	-
2019-21 Current Service Level	-	-	542,405	-	-	-	542,405	2	1.50
Adjusted 2019-21 Current Service Level	-	-	542,405	-	-	-	542,405	2	1.50
Total LFO Recommended Packages	-	-	84,889	-	-	-	84,889	-	0.25
2019-21 Legislative Actions	-	-	627,294	-	-	-	627,294	2	1.75
Net change from 2017-19 Leg Approved Budget	-	-	112,772	-	-	-	112,772	-	0.25
Percent change from 2017-19 Leg Approved Budget	0.0%	0.0%	21.9%	0.0%	0.0%	0.0%	21.9%	0.0%	16.7%
Net change from 2019-21 Adj Current Service Level	-	-	84,889	-	-	-	84,889	-	0.25
Percent change from 2019-21 Adj Current Service Level	0.0%	0.0%	15.7%	0.0%	0.0%	0.0%	15.7%	0.0%	16.7%

	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	Total Funds	Positions	Full-Time Equivalent (FTE)
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Package 101 IT Software and Database Support

Package Description The Health Licensing Boards are onboarding a new IT database. This package increases Other Funds expenditure limitation by \$50,000 for IT Software and Database support. Limitation may be reduced once ongoing costs are known post-implementation.

LFO Recommendation LFO recommends.

LFO Recommended	-	-	50,000	-	-	-	50,000	-	-
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	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	Total Funds	Positions	Full-Time Equivalent (FTE)
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Package 107 Increase in Administrative Staff

Package Description This package increases FTE for the Administrative Assistant 2 position from .50 FTE to .75 FTE to provide more administrative support in various duty areas.

LFO Recommendation LFO recommends

LFO Recommended	-	-	34,889	-	-	-	34,889	-	0.25
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Legislatively Proposed 2019 - 2021 Key Performance Measures

Published: 2/6/2019 12:48:26 PM

Agency: Occupational Therapy Licensing Board

Mission Statement:

The mission of the Occupational Therapy Licensing Board is to protect the public by supervising occupational therapy practice to assure the safe and ethical delivery of services in Oregon.

Legislatively Proposed KPMs	Metrics	Agency Request	Last Reported Result	Target 2020	Target 2021
3. CUSTOMER SATISFACTION - Percent of customers rating their satisfaction with the agency's customer service as "good" or "excellent": overall, timeliness, accuracy, helpfulness, expertise, availability of information	Overall	Approved	100%	95%	95%
	Availability of Information		98%	95%	95%
	Expertise		100%	95%	95%
	Helpfulness		100%	95%	95%
	Timeliness		100%	95%	95%
	Accuracy		100%	95%	95%
4. BEST PRACTICES: Percent of total best practices met by the Board.		Approved	100%	100%	100%
5. TIMELY LICENSING - Percent of all licensing applications processed within 3 days.		Approved	96%	100%	100%
6. TIMELY RESOLUTION OF COMPLAINTS - Percent of cases investigated and referred to Board within 120 days of receipt of complaint.		Approved	100	90	90

LFO Recommendation:

Approve the 2019-21 Key Performance Measures and targets as proposed.

SubCommittee Action:

Oregon Board of Medical Imaging – Totals

	2015-17 Actual	2017-19 Legislatively Approved	2019-21 Current Service Level	2019-21 LFO Recommended
Other Funds	\$839,959	\$898,304	\$944,587	\$1,188,079
Total Funds	\$839,959	\$898,304	\$944,587	\$1,188,079
Positions	3	3	3	4
FTE	3.00	3.00	3.00	3.5

The 2019-21 LFO Recommended Budget for the Oregon Board of Medical Imaging is a 32.3% increase over the 2017-19 Legislatively Approved Budget and 25.8% increase over the 2019-21 Current Service Level. The two support staff positions at this Board were authorized for a reclass by DAS and the Executive Director is also under review for a reclass. The investigator for this board has been working as a temporary appointment. LFO is recommending making the position permanent at 0.50 FTE.

Adjustments to Current Service Level

See attached “Work Session Presentation Report.”

Note: Statewide adjustments and six-year capital construction expenditures are not included in these recommendations. Any needed adjustments will be made in end of session bills.

Accept LFO Recommendation:

MOTION: I move the LFO recommendation to HB 5022. (VOTE)

OR

Change LFO Recommendation:

MOTION: I move the LFO recommendation to HB 5022, with modifications. (VOTE)

Performance Measures

See attached “Legislatively Proposed 2017-19 Key Performance Measures.”

Accept LFO Recommendation:

MOTION: I move the LFO recommendation on Key Performance Measures. (VOTE)

OR

Change LFO Recommendation:

MOTION: I move the LFO recommendation on Key Performance Measures, with modifications. (VOTE)

	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	Total Funds	Positions	Full-Time Equivalent (FTE)
2017-19 Agy. Leg. Adopted	-	-	886,265	-	-	-	886,265	3	3.00
2017-19 Ebds, SS & Admin Act	-	-	12,039	-	-	-	12,039	-	-
Ways & Means Actions	-	-	-	-	-	-	-	-	-
2017-19 Leg Approved Budget	-	-	898,304	-	-	-	898,304	3	3.00
2017-19 Leg Approved Budget (Base)	-	-	898,304	-	-	-	898,304	3	3.00
Summary of Base Adjustments	-	-	22,775	-	-	-	22,775	-	-
2019-21 Base Budget	-	-	921,079	-	-	-	921,079	3	3.00
010: Non-PICS Pers Svc/Vacancy Factor	-	-	1,157	-	-	-	1,157	-	-
030: Inflation & Price List Adjustments	-	-	22,351	-	-	-	22,351	-	-
2019-21 Current Service Level	-	-	944,587	-	-	-	944,587	3	3.00
Adjusted 2019-21 Current Service Level	-	-	944,587	-	-	-	944,587	3	3.00
Total LFO Recommended Packages	-	-	243,492	-	-	-	243,492	1	0.50
2019-21 Legislative Actions	-	-	1,188,079	-	-	-	1,188,079	4	3.50
Net change from 2017-19 Leg Approved Budget	-	-	289,775	-	-	-	289,775	1	0.50
Percent change from 2017-19 Leg Approved Budget	0.0%	0.0%	32.3%	0.0%	0.0%	0.0%	32.3%	33.3%	16.7%
Net change from 2019-21 Adj Current Service Level	-	-	243,492	-	-	-	243,492	1	0.50
Percent change from 2019-21 Adj Current Service Level	0.0%	0.0%	25.8%	0.0%	0.0%	0.0%	25.8%	33.3%	16.7%

	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	Total Funds	Positions	Full-Time Equivalent (FTE)
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Package 101 IT Software and Database Support

Package Description Other Funds expenditure limitation is increased by \$75,000 for IT Software and Database support to accommodate the costs for a new licensing database and support contract..

LFO Recommendation LFO recommends.

LFO Recommended	-	-	75,000	-	-	-	75,000	-	-
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	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	Total Funds	Positions	Full-Time Equivalent (FTE)
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Package 102 Option Package Re-class AS1 to CS1

Package Description A review of agency staff showed discrepancies in job descriptions for staff performing the same work. This package provides limitation to cover the costs for one of the position re-classifications approved by DAS.

LFO Recommendation LFO recommends.

LFO Recommended	-	-	5,953	-	-	-	5,953	-	-
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	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	Total Funds	Positions	Full-Time Equivalent (FTE)
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Package 103 Option Package Re-class OS2 to AS1

Package Description A review of agency staff showed discrepancies in job descriptions for staff performing the same work. This package provides limitation to cover the costs for one of the position re-classifications approved by DAS.

LFO Recommendation

LFO Recommended	-	-	10,737	-	-	-	10,737	-	-
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	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	Total Funds	Positions	Full-Time Equivalent (FTE)
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Package 105 Flat Rate Costs for Legal Services

Package Description This package increases Other Funds expenditure limitation by \$44,887 to align DOJ Flat Rate costs.

LFO Recommendation

LFO Recommended	-	-	44,887	-	-	-	44,887	-	-
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	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	Total Funds	Positions	Full-Time Equivalent (FTE)
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Package 121 Option Package Re-class PEM-C to PEM-D

Package Description A review of agency staff showed discrepancies in job descriptions for individuals performing the same work, including the Executive Directors. DAS is currently reviewing the reclass requests by five of the Executive Directors. This package provides limitation to cover the costs of reclassifying the Executive Director to a PEM D.

LFO Recommendation

LFO Recommended	-	-	35,951	-	-	-	35,951	-	-
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	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	Total Funds	Positions	Full-Time Equivalent (FTE)
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Package 801 LFO Analyst Adjustments

Package Description Accounting updates warrant decreasing the beginning fund balance by \$24,460, increasing projected license fee revenue by \$86,920, increasing non-license fee revenue by \$13,203 and decreasing the transfer to OHA by \$10,000.

The Medical Imaging Board's current investigator is a temporary employee. This package increases personal services expenditure limitation by \$70,964 and creates a permanent half-time position (0.5 FTE) for the investigator.

LFO Recommendation LFO recommends

LFO Recommended	-	-	70,964	-	-	-	70,964	1	0.50
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Legislatively Proposed 2019 - 2021 Key Performance Measures

Published: 2/6/2019 12:56:10 PM

Agency: Medical Imaging, Board of

Mission Statement:

The mission of the Oregon Board of Medical Imaging is to promote, preserve and protect the public health, safety and welfare of Oregonians who are undergoing medical imaging studies performed by agency licensees for the purpose of medical diagnosis and therapy.

Legislatively Proposed KPMs	Metrics	Agency Request	Last Reported Result	Target 2020	Target 2021
3. TIMELY LICENSURE - Percent of initial and renewal license and limited permit applications from qualified applicants that are processed within 5 business days.		Approved	95%	100%	100%
4. AUTOMATION - Percent of license and limited permit applications from qualified applicants that are processed using an automated procedure.		Approved	65%	75%	75%
5. CUSTOMER SERVICE - Percent of customers rating their satisfaction with the agency's customer service as "good" or "excellent": overall, timeliness, accuracy, helpfulness, expertise, availability of information.	Accuracy	Approved	85%	95%	TBD
	Timeliness		87%	95%	TBD
	Expertise		87%	95%	TBD
	Overall		87%	95%	TBD
	Helpfulness		83%	95%	TBD
	Availability of Information		79%	95%	TBD
6. DISCIPLINE RESOLUTION - Percentage and number of complaints resolved by means other than from formal administrative hearings within a year.		Approved	98%	100%	100%
7. BEST PRACTICES - Percent of total best practices met by the Board.		Approved	100%	100%	100%

LFO Recommendation:

Approve the 2019-21 Key Performance Measures and targets as proposed.

SubCommittee Action:

Board of Examiners for Speech Language Pathology and Audiology – Totals

	2015-17 Actual	2017-19 Legislatively Approved	2019-21 Current Service Level	2019-21 LFO Recommended
Other Funds	\$579,749	\$756,010	\$858,343	\$993,337
Total Funds	\$579,749	\$756,010	\$858,343	\$993,337
Positions	3	3	3	3
FTE	2.00	2.50	2.50	3.00

The 2019-21 LFO Recommended Budget for the Board of Examiners for Speech Language Pathology and Audiology is a 31.4% increase over the 2017-19 Legislatively Approved Budget and 15.7% increase over the 2019-21 Current Service Level.

In late 2017, the executive director for this Board volunteered to work half-time for the Mortuary Board while that Board was searching for a permanent executive director. During that time, the Speech Board sought permission from the Emergency Board to hire a half-time (0.50 FTE) investigator. Previously, investigations had been done on contract. The Emergency Board authorized the position, but the position was not filled.

The executive director is now back working full-time for this Board and it is clear that a full-time investigator is needed. LFO is recommending an additional 0.50 FTE for the investigator position. The executive director is committed to hiring an investigator promptly and addressing the backlog of cases. As a budget instruction, the executive director should report to LFO in September 2019 on the status of the investigations backlog. LFO is also recommending a new Key Performance Measure on Timely Closure of Complaints.

Adjustments to Current Service Level

See attached "Work Session Presentation Report."

Accept LFO Recommendation:

MOTION: I move the LFO recommendation to HB 5022. (VOTE)

OR

Change LFO Recommendation:

MOTION: I move the LFO recommendation to HB 5022, with modifications. (VOTE)

Performance Measures

See attached "Legislatively Proposed 2017-19 Key Performance Measures."

Accept LFO Recommendation:

MOTION: I move the LFO recommendation on Key Performance Measures. (VOTE)

OR

Change LFO Recommendation:

MOTION: I move the LFO recommendation on Key Performance Measures, with modifications. (VOTE)

	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	Total Funds	Positions	Full-Time Equivalent (FTE)
2017-19 Agy. Leg. Adopted	-	-	615,945	-	-	-	615,945	2	2.00
2017-19 Ebds, SS & Admin Act	-	-	140,065	-	-	-	140,065	1	0.31
Ways & Means Actions	-	-	-	-	-	-	-	-	-
2017-19 Leg Approved Budget	-	-	756,010	-	-	-	756,010	3	2.31
2017-19 Leg Approved Budget (Base)	-	-	756,010	-	-	-	756,010	3	2.31
Summary of Base Adjustments	-	-	72,322	-	-	-	72,322	-	0.19
2019-21 Base Budget	-	-	828,332	-	-	-	828,332	3	2.50
010: Non-PICS Pers Svc/Vacancy Factor	-	-	4,299	-	-	-	4,299	-	-
030: Inflation & Price List Adjustments	-	-	25,712	-	-	-	25,712	-	-
2019-21 Current Service Level	-	-	858,343	-	-	-	858,343	3	2.50
Adjusted 2019-21 Current Service Level	-	-	858,343	-	-	-	858,343	3	2.50
Total LFO Recommended Packages	-	-	134,994	-	-	-	134,994	-	0.50
2019-21 Legislative Actions	-	-	993,337	-	-	-	993,337	3	3.00
Net change from 2017-19 Leg Approved Budget	-	-	237,327	-	-	-	237,327	-	0.69
Percent change from 2017-19 Leg Approved Budget	0.0%	0.0%	31.4%	0.0%	0.0%	0.0%	31.4%	0.0%	29.9%
Net change from 2019-21 Adj Current Service Level	-	-	134,994	-	-	-	134,994	-	0.50
Percent change from 2019-21 Adj Current Service Level	0.0%	0.0%	15.7%	0.0%	0.0%	0.0%	15.7%	0.0%	20.0%

	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	Total Funds	Positions	Full-Time Equivalent (FTE)
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Package 101 IT Software and Database Support

Package Description This package increases Other Funds expenditure limitation by \$55,000 to cover the cost of a new licensing database and a contract for database support. Limitation may be reduced once ongoing costs are known post-implementation.

LFO Recommendation LFO Recommends

LFO Recommended	-	-	55,000	-	-	-	55,000	-	-
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	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	Total Funds	Positions	Full-Time Equivalent (FTE)
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Package 111 Increase Investigator 2 to Full-time

Package Description LFO recommends increasing the Board's Investigator 2 position from .50 FTE to 1.00 FTE as the Board's compliance workload continues to increase.

LFO Recommendation LFO recommends

LFO Recommended	-	-	53,282	-	-	-	53,282	-	0.50
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	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	Total Funds	Positions	Full-Time Equivalent (FTE)
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Package 801 LFO Analyst Adjustments

Package Description This package decreases the Board's beginning balance by \$86,126 to reflect accounting updates.

LFO Recommendation LFO recommends

LFO Recommended - - - - -

Legislatively Proposed 2019 - 2021 Key Performance Measures

Published: 2/6/2019 12:46:52 PM

Agency: Speech-Language Pathology and Audiology

Mission Statement:

The Board adopts rules governing standards of practice, investigates alleged violations and grants, denies, suspends and revokes licenses for Speech-Language Pathologists, Speech-Language Pathology Assistants, and Audiologists for consumer protection.

Legislatively Proposed KPMs	Metrics	Agency Request	Last Reported Result	Target 2020	Target 2021
1. Percentage of School District Compliance with SLPA supervision requirements outlined in OAR 335-095-0050.		Approved	40%	60%	60%
2. Compliant Professional Development Reported - Percentage of licensees audited during the renewal cycle, which occurs every even-numbered year, who are in compliance with continuing professional development requirements.		Approved	92.30%	100%	100%
3. Customer Service - Percentage of customers rating their satisfaction with the agency's customer service as "good"; or "excellent": overall, timeliness, accuracy, helpfulness, expertise, availability of information.	Overall	Approved	69%	95%	95%
	Expertise		80%	95%	95%
	Timeliness		83%	95%	95%
	Availability of Information		71%	95%	95%
	Helpfulness		75%	95%	95%
	Accuracy		85%	95%	95%
4. Best Practices - Percent of total best practices met by the Board.		Approved	100%	100%	100%
5. Timely Resolution of Complaints - Percent of investigations presented to the Board within 180 days from the date of the complaint.		Proposed New	No Data	90%	90%

LFO Recommendation:

LFO recommends a new Key Performance Measure for timely resolution of complaints to measure the percent of investigations presented to the Board within 180 days from the date of the complaint.

LFO recommends adoption of the 2019-21 proposed Key Performance Measures and targets.

SubCommittee Action:

Oregon Veterinary Medical Examining Board – Totals

	2015-17 Actual	2017-19 Legislatively Approved	2019-21 Current Service Level	2019-21 LFO Recommended
Other Funds	\$768,344	\$1,034,917	\$1,098,790	\$1,220,478
Total Funds	\$768,344	\$1,034,917	\$1,098,790	\$1,220,478
Positions	4	4	4	4
FTE	3.75	3.75	3.75	3.75

The 2019-21 LFO Recommended Budget for the Oregon Veterinary Medical Examining Board is a 17.9% increase over the 2017-19 Legislatively Approved Budget and 11.1% increase over the 2019-21 Current Service Level. The increase is due primarily to the cost of the new licensing database and reclasses for the executive director and support staff.

Adjustments to Current Service Level

See attached “Work Session Presentation Report.”

Accept LFO Recommendation:

MOTION: I move the LFO recommendation to HB 5022. (VOTE)

OR

Change LFO Recommendation:

MOTION: I move the LFO recommendation to HB 5022, with modifications. (VOTE)

Performance Measures

See attached “Legislatively Proposed 2017-19 Key Performance Measures.”

Accept LFO Recommendation:

MOTION: I move the LFO recommendation on Key Performance Measures. (VOTE)

OR

Change LFO Recommendation:

MOTION: I move the LFO recommendation on Key Performance Measures, with modifications. (VOTE)

	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	Total Funds	Positions	Full-Time Equivalent (FTE)
2017-19 Agy. Leg. Adopted	-	-	973,220	-	-	-	973,220	4	3.75
2017-19 Ebds, SS & Admin Act	-	-	61,697	-	-	-	61,697	-	-
Ways & Means Actions	-	-	-	-	-	-	-	-	-
2017-19 Leg Approved Budget	-	-	1,034,917	-	-	-	1,034,917	4	3.75
2017-19 Leg Approved Budget (Base)	-	-	1,034,917	-	-	-	1,034,917	4	3.75
Summary of Base Adjustments	-	-	33,711	-	-	-	33,711	-	-
2019-21 Base Budget	-	-	1,068,628	-	-	-	1,068,628	4	3.75
010: Non-PICS Pers Svc/Vacancy Factor	-	-	4,396	-	-	-	4,396	-	-
030: Inflation & Price List Adjustments	-	-	25,766	-	-	-	25,766	-	-
2019-21 Current Service Level	-	-	1,098,790	-	-	-	1,098,790	4	3.75
Adjusted 2019-21 Current Service Level	-	-	1,098,790	-	-	-	1,098,790	4	3.75
Total LFO Recommended Packages	-	-	121,688	-	-	-	121,688	-	-
2019-21 Legislative Actions	-	-	1,220,478	-	-	-	1,220,478	4	3.75
Net change from 2017-19 Leg Approved Budget	-	-	185,561	-	-	-	185,561	-	-
Percent change from 2017-19 Leg Approved Budget	0.0%	0.0%	17.9%	0.0%	0.0%	0.0%	17.9%	0.0%	0.0%
Net change from 2019-21 Adj Current Service Level	-	-	121,688	-	-	-	121,688	-	-
Percent change from 2019-21 Adj Current Service Level	0.0%	0.0%	11.1%	0.0%	0.0%	0.0%	11.1%	0.0%	0.0%

	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	Total Funds	Positions	Full-Time Equivalent (FTE)
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Package 101 IT Software and Database Support

Package Description This package increases Other Funds expenditure limitation by \$75,000 for IT Software and Database support for the Board's new licensing database. Limitation may be reduced once ongoing costs become known, post-implementation.

LFO Recommendation

LFO Recommended	-	-	75,000	-	-	-	75,000	-	-
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	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	Total Funds	Positions	Full-Time Equivalent (FTE)
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Package 120 Option Package Re-class OS2 to AS2

Package Description A review of agency staff disclosed that individuals performing the same work were classified differently. DAS has approved other Board reclassification requests and LFO anticipates DAS will also approve this request. This package provides Other Funds expenditure limitation to cover the costs of the anticipated position reclassification of the administrative staff of this Board.

LFO Recommendation LFO recommends

LFO Recommended	-	-	10,737	-	-	-	10,737	-	-
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	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	Total Funds	Positions	Full-Time Equivalent (FTE)
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Package 121 Option Package Re-class PEM-C to PEM-D

Package Description DAS is reviewing the reclassification requests of five of the six Executive Directors in this agency. LFO anticipates DAS will approve the reclassification so that all six directors are classified at the same level. This package provides the Other Funds expenditure limitation necessary to cover the costs of the anticipated reclass.

LFO Recommendation LFO recommends.

LFO Recommended	-	-	35,951	-	-	-	35,951	-	-
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	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	Total Funds	Positions	Full-Time Equivalent (FTE)
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Package 801 LFO Analyst Adjustments

Package Description Accounting updates warrant increasing the beginning balance for this board by \$118,786.

LFO Recommendation LFO recommends

LFO Recommended - - - - - - - - - -

Legislatively Proposed 2019 - 2021 Key Performance Measures

Published: 2/6/2019 12:41:18 PM

Agency: Veterinary Medical Examining Board

Mission Statement:

To protect animal health and welfare, public health, and consumers of veterinary services.

Legislatively Proposed KPMs	Metrics	Agency Request	Last Reported Result	Target 2020	Target 2021
1. Public Protection - Average time from receipt of a new complaint to completion of the investigation.		Approved	126.66	180	180
2. Public Protection - Percent of decisions not contested, appealed and/or upheld on appeal.		Approved	98%	95%	95%
3. Customer Service - Percent of customers rating their overall satisfaction with the agency above average or excellent.	Timeliness	Approved	91%	95%	95%
	Overall		88%	95%	95%
	Accuracy		91%	95%	95%
	Availability of Information		82%	95%	95%
	Expertise		88%	95%	95%
	Helpfulness		85%	95%	95%
4. BEST PRACTICES - Percent of best practices met by the Board.		Approved	100%	0%	TBD
5. Facility Inspections - Percent of registered veterinary facilities inspected not less than once per biennium.		Proposed New	No Data	100%	100%

LFO Recommendation:

The Legislative Fiscal Office proposes a new KPM #5 related to annual inspections of registered veterinary facilities as part of the Board's facility registration program approved by HB 2474 (2015).

Approve the 2019-21 Key Performance Measures and targets as proposed.

SubCommittee Action:

Recommended Changes

LFO recommends the following changes for amendment to HB 5022:

- Section 1, line 2: Delete \$2,338,854, and insert \$2,354,599;
- Section 2, line 10: Delete \$965,121, and insert \$1,179,389;
- Section 3, line 14: Delete \$621,675, and insert \$627,294;
- Section 4, line 20: Delete \$1,070,884, and insert \$1,188,079;
- Section 5, line 24: Delete \$956,379, and insert \$993,337;
- Section 6, line 2: Delete \$1,159,063, and insert \$1,220,478;

MOTION: I move adoption of the LFO recommended changes for amendment to HB 5022. (VOTE)

Final Subcommittee Action

LFO recommends that HB 5022, as amended by the LFO recommended changes, to be moved to the Ways and Means Full Committee.

MOTION: I move HB 5022, as amended, to the Full Committee with a do pass recommendation. (VOTE)

Carriers

Full Committee: _____

House Floor: _____

Senate Floor: _____