

**Office of the Secretary of State**

Bev Clarno  
Secretary of State

Jeff Morgan  
Interim Deputy Secretary of State



**Audits Division**

Kip R. Memmott, MA, CGAP, CRMA  
Director

255 Capitol St. NE, Suite 500  
Salem, OR 97310

503-986-2255

May 13, 2020

Eriks Gabliks, Director  
Department of Public Safety Standards and Training  
4190 Aumsville Highway  
Salem, Oregon 97317

Dear Mr. Gabliks:

We have completed a risk assessment of the firearms management policies and procedures at the Department of Public Safety Standards and Training (department). Our objective was to identify significant control risk areas by gaining an understanding of the department's policies and procedures.

To meet this objective we obtained updated information from department management on policies and procedures and reviewed documentation supporting implementation of key controls over firearms management.

**Results**

Based on our review, we did not identify any significant control risk areas. Department management is currently in the final stages of implementing a new inventory management system. Once the system is in place, the department plans to update related policies and procedures. Proper documentation of this system, including written policies and procedures, is an important step in ensuring firearms are appropriately managed.

The purpose of this letter is solely to describe the scope of our review and the results of the procedures performed. Because this was a limited review, we were not required to and did not follow generally accepted government auditing standards.

We appreciate the time, effort and cooperation of department staff. The professionalism we encountered and openness to suggestions have made this a collaborative process. If you have any questions, please contact Michael Yamamoto, Senior Auditor, or Julianne Kennedy, Audit Manager at (503) 986-2255.

Sincerely,

*Office of the Secretary of State, Audits Division*

cc: Linsay Hale, Interim Training Division Director

## Agency Span of Control as of December 31, 2020 @ 12:00 PM

Agency	Agency Max Supervisory ratio	Total # EEs *	Total # Non-supervisory EEs	÷	Total # Supervisory EEs	Total # EEs not assigned a Representation **	1 :	Adjusted Actual Ratio	Actual ratio
Bureau of Labor and Industries	(1:8)	118	104	÷	14	0	1 :	7	7.43
Department of Administrative Services	(1:10)	1043	949	÷	94	0	1 :	10	10.10
Department of Agriculture	(1:8)	801	750	÷	51	0	1 :	15	14.71
Department of Consumer and Business Services	(1:11)	994	911	÷	83	0	1 :	11	10.98
Department of Corrections	(1:10)	5274	4819	÷	454	1	1 :	11	10.61
Department of Environmental Quality	(1:10.25)	820	751	÷	69	0	1 :	11	10.88
Department of Fish and Wildlife	(1:6)	1399	1213	÷	186	0	1 :	7	6.52
Department of Human Services	(1:8.39)	10800	9810	÷	981	9	1 :	10	10.00
Department of Justice	(1:11.88)	1602	1478	÷	122	2	1 :	12	12.11
Department of Public Safety Standards and Training	(1:27)	418	400	÷	15	3	1 :	27	26.67
Department of Revenue	(1:11)	1117	1026	÷	91	0	1 :	11	11.27
Department of State Lands	(1:8)	140	129	÷	10	1	1 :	13	12.90
Department of Transportation	(1:11)	5596	5166	÷	430	0	1 :	12	12.01
Employment Department	(1:11)	2624	2432	÷	192	0	1 :	13	12.67
Forestry Department	(1:7)	1901	1726	÷	174	1	1 :	10	9.92
Higher Education Coordinating Commission	(1:7)	157	138	÷	19	0	1 :	7	7.26
Oregon Business Development Department	(1:9)	151	137	÷	14	0	1 :	10	9.79
Oregon Department of Education	(1:9)	975	884	÷	88	3	1 :	10	10.05
Oregon Health Authority	(1:8.6)	5281	4829	÷	452	0	1 :	11	10.68
Oregon Housing and Community Services	(1:9)	242	216	÷	26	0	1 :	8	8.31
Oregon Liquor Control Commission	(1:11)	421	391	÷	30	0	1 :	13	13.03
Oregon State Department of Police	1:12	1507	1373	÷	131	3	1 :	10	10.48
Oregon Youth Authority	(1:9)	1069	969	÷	100	0	1 :	10	9.69
Parks and Recreation Department	(1:8)	913	828	÷	85	0	1 :	10	9.74
Public Employees Retirement System	(1:10)	420	385	÷	35	0	1 :	11	11.00
Public Utility Commission of Oregon	(1:5)	132	112	÷	20	0	1 :	6	5.60
State of Oregon Military Department	(1:10)	597	544	÷	53	0	1 :	10	10.26
Water Resources Department	(1:8)	185	168	÷	17	0	1 :	10	9.88
Veteran Affairs		105	89	÷	16	0	1 :	6	5.56

\* This total number includes positions which were flagged by Workday as NOT having a Repr code assigned. Each position was reviewed and assigned to a supervisory or non supervisory category.

\*\* These numbers are showing up in Workday as not having a Repr code assigned. They were reallocated to a supervisory or non-supervisory category and folded into the Total on column C.

Ratio within Maximum supervisory ratio  
Ratio not within Maximum supervisory ratio



PROGRAM PRIORITIZATION FOR 2021-23

Agency Name: Department of Public Safety Standards and Training																			Agency Number: 25900			
2021-23 Biennium																						
Program/Division Priorities for 2021-23 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																					
1	1	DPSST	CJT	Criminal Justice Training	1, 2, 8	7	\$ -	\$ -	\$ 23,417,031	\$ -	\$ -	\$ -	\$23,417,031	72	69.97	Y	Y	S	ORS 181A.360-181A.670	-	-	
2	2	DPSST	CJSC	Crim Justice Standards & Cert	4, 7, 8	4	\$ -	\$ -	\$ 3,747,864	\$ -	\$ -	\$ -	\$3,747,864	14	14.00	N	N	S	ORS 181A.360-181A.670	-	-	
3	1	DPSST	FIRET	Fire Training & Certification	3, 8	7	\$ -	\$ -	\$ 5,174,876	\$ -	\$ 14,016	\$ -	\$5,188,892	15	15.00	N	Y	S	ORS 181A.360-181A.670	-	-	
4	3	DPSST	CJOTH	Other Training Programs	1, 2, 8	7	\$ -	\$ -	\$ 1,748,846	\$ -	\$ -	\$ -	\$1,748,846	3	2.75	N	N	S	ORS 181A.360-181A.670	-	-	
5	1	DPSST	PRSEC	Private Security Licensing & Trng	5, 6, 8	3	\$ -	\$ -	\$ 2,655,058	\$ -	\$ -	\$ -	\$2,655,058	8	8.00	N	Y	S	ORS 181A.840-181A.995	-	-	
6	2	DPSST	PRINV	Private Investigators Licensing & T	8	3	\$ -	\$ -	\$ 486,652	\$ -	\$ -	\$ -	\$486,652	2	2.00	N	Y	S	ORS 703.411-703.995	-	-	
7	1	DPSST	PSMF	Public Safety Memorial Fund	8	12	\$ -	\$ -	\$ 291,525	\$ -	\$ -	\$ -	\$291,525	0	0.00	N	N	S	ORS 243.950-243.974	-	-	
		DPSST	DS	Debt Service	0	0	\$ 9,703,610	\$ -	\$ -	\$ -	\$ -	\$ -	\$9,703,610	0	0.00	N	N	D	ORS 283.091	-	-	
		DPSST	ADSS	Administration & Support Services	8	4	\$ -	\$ -	\$ 10,157,208	\$ -	\$ -	\$ -	\$10,157,208	27	26.66	N	Y	-	-	-	-	
		DPSST	O&M	Facilities Operations & Maintenance	8	4	\$ -	\$ -	\$ 8,789,286	\$ -	\$ -	\$ -	\$8,789,286	20	20.00	N	Y	-	-	-	-	
		DPSST	CJOPS	Academy Operations	8	4	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$0	0	0.00	N	N	S	-	-	-	
		DPSST	HIDTA	Oregon HIDTA Program	0	0	\$ -	\$ -	\$ -	\$ -	\$ 7,600,453	\$ -	\$7,600,453	2	2.00	N	Y	S	ORS 181A.360-181A.670	-	-	
							\$ 9,703,610	\$ -	\$ 56,468,346	\$ -	\$ 7,614,469	\$ -	\$73,786,425	163	160.38							

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

Prioritize each program activity for the Agency as a whole

Document criteria used to prioritize activities:

1. Criminal Justice Training is ranked as the first agency-wide priority. The program's purpose is to provide essential public safety training. Training classes include Basic Police, Basic Local Corrections, and Basic Parole and Probation.
2. Criminal Justice Standards and Certification is ranked as the second agency-wide priority. The program certifies public safety officers and monitors ongoing compliance with standards. It also revokes certification when necessary.
3. Fire Training and Certification is ranked as the third agency-wide priority. The program provides essential fire training and implements standards for certification of firefighters.
4. Other Training Programs include Telecommunications/EMD Training, Traffic Safety Training, Campus Public Safety Training and OLCC Training. These programs are ranked as the fourth agency-wide priority because the majority of the training for these disciplines is done at the local or agency level.
5. Private Security Licensing and Training is ranked as the fifth agency-wide priority. There are about 8,000 private security providers that must be licensed and monitored for compliance with laws and rules.
6. Private Investigators Licensing and Training is ranked as the sixth agency-wide priority. There are about 300 investigators to license and monitor.
7. The Public Safety Memorial Fund is ranked as the seventh agency-wide priority because other benefits are available.

Debt Service is included on the list but not ranked. ORS 283.091 requires the budget to include amounts for debt service obligations.

Administration and Support Services, Facilities Operations and Maintenance, and Academy Operations are included on the list but are not ranked because they provide centralized support agency-wide to all programs.

**PROGRAM PRIORITIZATION FOR 2021-23**

Agency Name: Department of Public Safety Standards and Training																						
2021-23 Biennium																			Agency Number:		25900	
Criminal Justice Program																						
Program/Division Priorities for 2021-23 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	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																					
1	DPSST	CJT	Criminal Justice Training	1, 2, 8	7	0	0	23,417,031	0	0	0	\$ 23,417,031	72	69.97	Y	Y	S	ORS 181A.360-181A.670				
2	DPSST	CJSC	Crim Justice Standards & Cert	4, 7, 8	4	0	0	3,747,864	0	0	0	\$ 3,747,864	14	14.00	N	N	S	ORS 181A.360-181A.670				
3	DPSST	CJOTH	Other Training Programs	1, 2, 8	7	0	0	1,748,846	0	0	0	\$ 1,748,846	3	2.75	N	N	S	ORS 181A.360-181A.670				
	DPSST	CJOPS	Academy Operations	8	4	0	0	0	0	0	0	\$ -	0	0.00	N	N	s					
												\$ -										
												\$ -										
												\$ -										
								28,913,741				\$ 28,913,741	89	86.72								

**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:**

- 1. Criminal Justice Training is ranked as the highest priority . The program's purpose is to provide essential public safety training. Training classes include Basic Police, Basic Local Corrections, and Basic Parole and Probation.
- 2. Criminal Justice Standards and Certification is ranked as the second highest priority. The program certifies public safety officers and monitors ongoing compliance with standards. It also revokes public safety officer certifications when necessary.
- 3. Other Training Programs include Telecommunications/EMD Training, Traffic Safety Training, Campus Public Safety Training and OLCC Training. These programs are ranked as the third priority because the majority of the training for these disciplines is done at the local or agency level.
- 4. Academy Operations provides administrative functions and is not ranked. These functions include managing logistics associated with training courses, scheduling classes and instructors, scheduling housing and classrooms, coordinating graduation ceremonies, issuing identification cards and issuing proximity access cards.

PROGRAM PRIORITIZATION FOR 2021-23

Agency Name: Department of Public Safety Standards and Training																						
2021-23 Biennium																	Agency Number: 25900					
Fire Program																						
Program/Division Priorities for 2021-23 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	Legal Req. Code (C, D, FM, 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																					
	1	DPSST	FIRET	Fire Training & Certification	3, 8	7	0	0	5,174,876	0	14,016	0	\$ 5,188,892	15	15.00	N	Y	S	ORS 181A.360-181A.670			
													\$ -									
													\$ -									
													\$ -									
													\$ -									
													\$ -									
													\$ -									
													\$ -									
													\$ 5,188,892	15	15.00							

4958540

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:

1. Single program.

PROGRAM PRIORITIZATION FOR 2021-23

Agency Name: Department of Public Safety Standards and Training																						
2021-23 Biennium																			Agency Number: 25900			
Private Security/Private Investigators Program																						
Program/Division Priorities for 2021-23 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	Legal Req. Code (C, D, FM)	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																					
	1	DPSST	PRSEC	Private Security Licensing & Trng	5, 6, 8	3	0	0	2,655,058	0	0	0	\$ 2,655,058	8	8.00	N	Y	S	ORS 181A.840- 181A.995			
	2	DPSST	PRINV	Private Investigators Licensing & Trng	8	3	0	0	486,652	0	0	0	\$ 486,652	2	2.00	N	Y	S	ORS 703.411 703.995			
													\$ -									
													\$ -									
													\$ -									
													\$ -									
													\$ -									
													\$ -									
									3,141,710				\$ 3,141,710	10	10.00							

432137

**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:**

1. Private Security Licensing and Training was ranked as the highest priority because of the large number of private security providers that must be licensed and monitored for compliance.
2. Private Investigators Licensing and Training was ranked as the second priority because of the smaller number investigators to license and monitor for compliance.

PROGRAM PRIORITIZATION FOR 2021-23

Agency Name: Department of Public Safety Standards and Training																						
2021-23 Biennium																			Agency Number:		25900	
Public Safety Memorial Fund																						
Program/Division Priorities for 2021-23 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	Legal Req. Code (C, D, FM, 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																					
	1	DPSST	PSMF	Public Safety Memorial Fund	8	12	0	0	291,525	0	0	0	\$ 291,525	0	0.00	N	N	S	ORS 243.950 243.974			
												\$ -										
												\$ -										
												\$ -										
												\$ -										
												\$ -										
												\$ -										
												\$ -										
												\$ -										
												\$ 291,525	0	0.00								

7. Primary Purpose Program/Activity Exists

- 1 Civil Justice
- 2 Community Development
- 3 Consumer Protection
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- 5 Criminal Justice
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- C Constitutional
- D Debt Service
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- 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:

1. Single activity



PROGRAM PRIORITIZATION FOR 2021-23

Agency Name: Department of Public Safety Standards and Training																					
2021-23 Biennium																			Agency Number: 25900		
Administration and Support Services																					
Program/Division Priorities for 2021-23 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	Legal Req. Code (C, D, FM)	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																				
	DPSST	DS	Debt Service			9,703,610	0	0	0	0	0	\$ 9,703,610	0	0.00	N	N	D	ORS 283.091			
	DPSST	ADSS	Administration & Support Services	8	4	0	0	10,157,208	0	0	0	\$ 10,157,208	27	26.66	N	Y					
	DPSST	O&M	Facilities Operations & Maintenance	8	4	0	0	8,789,286	0	0	0	\$ 8,789,286	20	20.00	N	Y					
												\$ -									
												\$ -									
												\$ -									
												\$ -									
												\$ -									
						9,703,610	-	18,946,494	-	-	-	\$ 28,650,104	47	46.66							

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
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- 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:

Debt Service - ORS 283.091 requires the budget to include amounts for payment of debt service obligations.

Not ranked - Administration and Support Services provide the infrastructure necessary to support the training mission and overall operation of the agency.

Not ranked - Facilities Operations and Maintenance manages the functional facilities operations and upkeep of the academy.



UPDATED OTHER FUNDS ENDING BALANCES FOR THE 2019-21 & 2021-23 BIENNA

Agency: 25900\_DPSST  
 Contact Person (Name & Phone #): Jeff Henderson, (503) 990-2199

(a)	(b)	(c)	(d)	(e)	(f)		(g)		(h)	(i)	(j)
Other Fund Type	Program Area (SCR)	Treasury Fund #/Name	Category/Description	Constitutional and/or Statutory reference	2019-21 Ending Balance		2021-23 Ending Balance				Comments
					In LAB	Revised	In CSL	Revised			
Limited	010, 050	Treasury Account 25900-02000; Criminal Fines Account (CFA)	Operations	ORS 181.690	5,079,443	2,897,783	1,921,219	5,537,115			The AY21 LAB projected CFA ending balance of \$5,079,443 covers 3.5 months (based on LAB projected CFA monthly OF expenditures of \$1,429,126). CFA expenditures are up \$853,902 as of May 22, 2020 due to COVID pandemic costs and during the August special session(HB5221), CFA allocation from Department of Revenue was reduced by \$2.18M. The AY23 ending balance got increased \$3.17M by the elimination of 8 positions in Criminal Justice Standards/Training through Governor's Recommended Budget.
Limited	020,	Treasury Account 25900-02000; Fire Insurance Premium Tax (FIPT)	Operations	ORS 181.690	911,473	1,355,413	695,137	858,327			The AY21 LAB projected FIPT ending balance of \$911,473 covers 4.5 months (based on LAB projected FIPT monthly OF expenditures of \$206,605). The AY23 ending balance increased by Statewide Adjustments through the Governor's Recommended Budget.
Limited	030,	Treasury Account 25900-02000; Private Security & Private Investigator Fees	Operations	ORS 181.887	143,733	143,733	164,205	252,929			The LAB projected ending balance of \$143,733 covers 1.25 months (based on LAB projected monthly OF expenditures of \$113,805). Projected decrease of Private Security Program revenues is \$76,510. Decrease due to COVID pandemic economic impact and unemployment rate for security positions resulting in fewer certification fees. The AY23 ending balance increased by Statewide Adjustments through the Governor's Recommended Budget.
Limited	040,	Treasury Account 25900-01228; Public Safety Memorial Fund	Other	ORS 243.950	127,893	127,893	115,863	116,094			Memorial Fund

Objective: Provide updated Other Funds ending balance information for potential use in the development of the 2021-23 legislatively adopted budget.

- Instructions:**
- Column (a): Select one of the following: Limited, Nonlimited, Capital Improvement, Capital Construction, Debt Service, or Debt Service Nonlimited.
  - Column (b): Select the appropriate Summary Cross Reference number and name from those included in the 2019-21 Legislatively Approved Budget. If this changed from previous structures, please note the change in Comments (Column (j)).
  - Column (c): Select the appropriate, statutorily established Treasury Fund name and account number where fund balance resides. If the official fund or account name is different than the commonly used reference, please include the working title of the fund or account in Column (j).
  - Column (d): Select one of the following: Operations, Trust Fund, Grant Fund, Investment Pool, Loan Program, or Other. If "Other", please specify. If "Operations", in Comments (Column (j)), specify the number of months the reserve covers, the methodology used to determine the reserve amount, and the minimum need for cash flow purposes.
  - Column (e): List the Constitutional, Federal, or Statutory references that establishes or limits the use of the funds.
  - Columns (f) and (h): Use the appropriate, audited amount from the 2019-21 Legislatively Approved Budget and the 2019-21 Current Service Level at the Agency Request Budget level.
  - Columns (g) and (i): Provide updated ending balances based on revised expenditure patterns or revenue trends. Do not include adjustments for reduction options that have been submitted unless the options have already been implemented as part of the 2019-21 General Fund approved budget or otherwise incorporated in the 2019-21 LAB. The revised column (i) can be used for the balances included in the Governor's budget if available at the time of submittal. Provide a description of revisions in Comments (Column (j)).
  - Column (j): **Please note any reasons for significant changes in balances previously reported during the 2019 session.**

Additional Materials: If the revised ending balances (Columns (g) or (i)) reflect a variance greater than 5% or \$50,000 from the amounts included in the LAB (Columns (f) or (h)), attach supporting memo or spreadsheet to detail the revised forecast.