

SUMMARY BUDGET INFORMATION

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2012 AGENCY FUND TRANSFERS

For your information, the Office of Budget has enumerated the following fund transfers which were made from agency treasury fund accounts but do not appear on the Appropriation Summary as expenditures

<u>Agency</u>	<u>Blanket Surety Bond Premiums ACA §21-2-710</u>	<u>Claims ACA §19-10-204</u>	<u>Workers' Compensation Administrative Cost Reimbursement ACA §11-9-307</u>
Abstracters' Board of Examiners, Arkansas	\$7	\$0	\$0
Counseling, Arkansas Board of Examiners in	\$10	\$0	\$0
Dietetics Licensing Board, Arkansas	\$3	\$0	\$0
Dispensing Opticians, State Board of	\$3	\$0	\$0
Engineers & Land Surveyors, St Bd of Licensure for Professional	\$16	\$0	\$0
Fire Protection Licensing Board	\$7	\$0	\$0
Geologists, State Board of Registration for Prof	\$3	\$0	\$0
Liquefied Petroleum Gas Board	\$23	\$0	\$0
Manufactured Home Commission, Arkansas	\$10	\$0	\$0
Massage Therapy, Arkansas State Board of	\$3	\$0	\$0
Motor Vehicle Commission, Arkansas	\$20	\$0	\$0
Pharmacy, Arkansas State Board of	\$29	\$0	\$0
Social Work Licensing Board	\$3	\$0	\$0
Veterinary Medical Examining Board	\$3	\$0	\$0

AGENCY POSITION USAGE REPORT

Agency	FY2012 - FY2013						3 YEAR AVERAGE(FY11,FY12,FY13)					
	Authorized in Act	Budgeted			Unbudgeted	% of Authorized Unused	Authorized in Act	Budgeted			Unbudgeted	% of Authorized Unused
		Filled	Unfilled	Total	Total			Filled	Unfilled	Total	Total	
Abstracters' Board of Examiners, Arkansas	1	1	0	1	0	0.00 %	1	1	0	1	0	0.00 %
Alcoholism & Drug Abuse Counselors Board, Examiners of	0	0	0	0	0	0.00 %	0	0	0	0	0	0.00 %
Architects, Landscape Architects & Interior Designers, St Bd of	3	3	0	3	0	0.00 %	3	3	0	3	0	0.00 %
Athletic Commission, State	0	0	0	0	0	0.00 %	0	0	0	0	0	0.00 %
Athletic Training, Arkansas State Board of	0	0	0	0	0	0.00 %	0	0	0	0	0	0.00 %
Beef Council, Arkansas	0	0	0	0	0	0.00 %	0	0	0	0	0	0.00 %
Burial Association Board, Arkansas	3	3	0	3	0	0.00 %	3	3	0	3	0	0.00 %
Catfish Promotion Board, Arkansas	0	0	0	0	0	0.00 %	0	0	0	0	0	0.00 %
Cemetery Board, Arkansas	0	0	0	0	0	0.00 %	0	0	0	0	0	0.00 %
Child Abuse & Neglect Prevention Board, State	2	2	0	2	0	0.00 %	2	2	0	2	0	0.00 %
Chiropractic Examiners, Ar State Board of	1	1	0	1	0	0.00 %	1	1	0	1	0	0.00 %
Contractors Licensing Board	18	18	1	19	-1	0.00 %	18	18	0	18	0	0.00 %
Corn & Grain Sorghum Promotion Board, Arkansas	0	0	0	0	0	0.00 %	0	0	0	0	0	0.00 %
Counseling, Arkansas Board of Examiners in	3	3	0	3	0	0.00 %	3	2	0	2	1	33.33 %
Dietetics Licensing Board, Arkansas	1	1	0	1	0	0.00 %	1	1	0	1	0	0.00 %
Dispensing Opticians, State Board of	1	1	0	1	0	0.00 %	1	1	0	1	0	0.00 %
Embalmers & Funeral Directors, State Board of	3	1	2	3	0	66.67 %	3	1	2	3	0	66.67 %
Engineers & Land Surveyors, St Bd of Licensure for Professiona	5	5	0	5	0	0.00 %	5	5	0	5	0	0.00 %
Fire Protection Licensing Board	3	3	0	3	0	0.00 %	2	3	0	3	-1	-50.00 %
Foresters, State Board of Registration for	0	0	0	0	0	0.00 %	0	0	0	0	0	0.00 %
Geologists, State Board of Registration for Prof	1	1	0	1	0	0.00 %	1	1	0	1	0	0.00 %
Home Inspector Registration Board, Arkansas	0	0	0	0	0	0.00 %	0	0	0	0	0	0.00 %
Liquefied Petroleum Gas Board	7	7	0	7	0	0.00 %	7	7	0	7	0	0.00 %
Manufactured Home Commission, Arkansas	3	2	1	3	0	33.33 %	3	2	1	3	0	33.33 %
Massage Therapy, Arkansas State Board of	2	3	1	4	-2	-50.00 %	2	3	0	3	-1	-50.00 %
Medical Board, Arkansas State	41	40	1	41	0	2.44 %	41	39	2	41	0	4.88 %
Motor Vehicle Commission, Arkansas	7	6	1	7	0	14.29 %	7	6	1	7	0	14.29 %

AGENCY POSITION USAGE REPORT

Agency	FY2012 - FY2013						3 YEAR AVERAGE(FY11,FY12,FY13)					
	Authorized in Act	Budgeted			Unbudgeted	% of Authorized Unused	Authorized in Act	Budgeted			Unbudgeted	% of Authorized Unused
		Filled	Unfilled	Total	Total			Filled	Unfilled	Total	Total	
Optometry, State Board of	2	2	0	2	0	0.00 %	2	2	0	2	0	0.00 %
Pharmacy, Arkansas State Board of	10	9	1	10	0	10.00 %	10	9	1	10	0	10.00 %
Podiatric Medicine, Arkansas Board of	0	0	0	0	0	0.00 %	0	0	0	0	0	0.00 %
Rice Research & Promotion Board, Arkansas	0	0	0	0	0	0.00 %	0	0	0	0	0	0.00 %
Social Work Licensing Board	1	1	0	1	0	0.00 %	1	1	0	1	0	0.00 %
Soil Classifiers, Ar State Board of Professional	0	0	0	0	0	0.00 %	0	0	0	0	0	0.00 %
Soybean Promotion Board, Arkansas	0	0	0	0	0	0.00 %	0	0	0	0	0	0.00 %
Speech-Language Pathology & Audiology	1	1	0	1	0	0.00 %	1	1	0	1	0	0.00 %
Towing and Recovery Board, Arkansas	3	3	0	3	0	0.00 %	3	2	0	2	1	33.33 %
Veterinary Medical Examining Board	1	1	0	1	0	0.00 %	1	1	0	1	0	0.00 %
Wheat Promotion Board, Arkansas	0	0	0	0	0	0.00 %	0	0	0	0	0	0.00 %

Contractor's Licensing Board (0224) - Budgeted Positions exceed Authorized due to 1 position obtained from the Central Growth Pool.

Fire Protection Licensing Board (0263) - Budgeted Total exceeds the Authorized number due to a Central Growth Pool position.

Massage Therapy Board (0245) - Budgeted Positions exceed Authorized due to positions obtained from the Central Growth Pool.

ARKANSAS ABSTRACTERS' BOARD

Enabling Laws

Act 47 of 2012
Act 109 of 1969 as amended.
See A.C.A. § 17-11-401

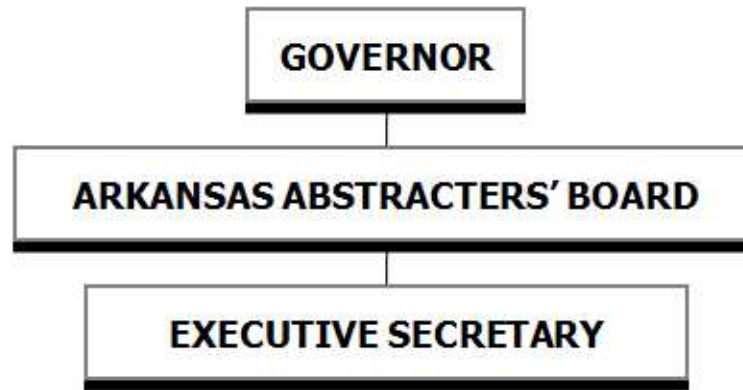
History and Organization

The Arkansas Abstracter's Board of Examiners was created by Act 109 of 1969. This Act established a three-member board, appointed by the Governor, confirmed by the Senate, to serve six (6) year terms. The terms are staggered so that one member is replaced every two years. Act 1042 of 2007 changed the name of the Board to the Arkansas Abstracters' Board. This act increases the number of board members from three to five.

Act 1042 of 2007 also provides that two of the board members shall be actively engaged in the making of abstracts to real estate titles in the State of Arkansas for a period of no less than five (5) years prior to their appointment. A third member shall be knowledgeable of the abstract business, and two members shall be at large.

The Arkansas Abstracters' Board is staffed with one (1) part-time employee, an Abstracter Secretary General. This Board is responsible for the proper supervision and renewal of some 100-125 firm licenses and more than 325 individual licenses on an annual basis. In addition, the Board schedules and administers a semi-annual examination to approximately 30 individuals, which is given in the April and October time frames each year. Also, the Board is responsible for the examination of the records of all new firms making application for license.

In addition, the Board is responsible for responding to complaints regarding possible unlicensed operations, etc. and scheduling hearings as needed to resolve the complaints. Enforcement of the provisions of A.C.A. § 17-11-201 is within the duties of this Board and periodic inspections may be made on a random basis to ensure compliance. Revocation of certificates of authority is within the jurisdiction of this Board when non-compliance is determined in a hearing before the Board, when requested by the licensee.



Agency Commentary

The Arkansas Abstracters' Board has the responsibility to regulate and license both abstract companies and individual abstracters of real estate titles. Funding is derived from special revenues collected based on fees charged for licenses, examinations, and transfers. With the increased interest in mineral rights, we are expecting an increase in the demand for abstract licenses. Two additional board members were appointed during the 2007-2009 Biennium. The Board's records and business have been maintained and conducted out of its one employee's home.

The Board is requesting Base Level for the 2013 - 2015 Biennium.

Audit Findings

DIVISION OF LEGISLATIVE AUDIT
AUDIT OF :
ARKANSAS ABTRACTOR'S BOARD OF EXAMINERS

Findings

A separate report for this Agency was not issued. However, financial activity for the Agency was included in the audit of the State's CAFR for the year ended June 30, 2011.

Recommendations

State Contracts Over \$25,000 Awarded To Minority Owned Businesses Fiscal Year 2012

None

Employment Summary

	Male	Female	Total	%
White Employees	0	1	1	100 %
Black Employees	0	0	0	0 %
Other Racial Minorities	0	0	0	0 %
Total Minorities			0	0 %
Total Employees			1	100 %

Publications

A.C.A. 25-1-204

Name	Statutory Authorization	Required for		# of Copies	Reason(s) for Continued Publication and Distribution
		Governor	General Assembly		
None	N/A	N	N	0	N/A

Agency Position Usage Report

FY2010 - 2011						FY2011 - 2012						FY2012 - 2013					
Authorized in Act	Budgeted			Unbudgeted	% of Authorized Unused	Authorized in Act	Budgeted			Unbudgeted	% of Authorized Unused	Authorized in Act	Budgeted			Unbudgeted	% of Authorized Unused
	Filled	Unfilled	Total	Total			Filled	Unfilled	Total	Total			Filled	Unfilled	Total	Total	
1	1	0	1	0	0.00 %	1	1	0	1	0	0.00 %	1	1	0	1	0	0.00 %

Analysis of Budget Request

Appropriation: 069 - Abstracter's Board-Operations

Funding Sources: SXA - Arkansas Abstracters' Board Fund

Act 109 of 1969 established a three member Abstracter's Board of Examiners. Act 1042 of 2007 increased the Board to five members. The Board has the responsibility to regulate and license both abstract companies and individual abstracters of real estate titles. The Board schedules and administers a semi-annual examination to individuals seeking certification as a registered abstracter. Over 300 individuals and 125 firm licenses are issued and renewed each year. Funding is derived from special revenues collected based on fees charged for licenses, examinations, and transfers.

Base Level Regular Salaries and Personal Services Matching include Career Service payments for eligible employees. Personal Services Matching also includes a \$20 increase in the monthly contribution for State employee's health insurance for a total State match per budgeted employee of \$410 per month. Base Level salaries and matching do not include appropriation for a Cost of Living Adjustment or Merit Pay Increases.

Base Level is \$53,162 each year and is the Agency Request.

The Executive Recommendation provides for the Agency Request.

Appropriation Summary

Appropriation: 069 - Abstracter's Board-Operations

Funding Sources: SXA - Arkansas Abstracters' Board Fund

Historical Data

Agency Request and Executive Recommendation

Commitment Item		Historical Data			Agency Request and Executive Recommendation			Agency Request and Executive Recommendation		
		2011-2012 Actual	2012-2013 Budget	2012-2013 Authorized	2013-2014			2014-2015		
					Base Level	Agency	Executive	Base Level	Agency	Executive
Regular Salaries	5010000	9,128	7,977	7,977	8,753	8,753	8,753	8,753	8,753	8,753
#Positions		1	1	1	1	1	1	1	1	1
Personal Services Matching	5010003	5,972	6,426	6,288	6,842	6,842	6,842	6,842	6,842	6,842
Operating Expenses	5020002	2,088	12,567	12,567	12,567	12,567	12,567	12,567	12,567	12,567
Conference & Travel Expenses	5050009	0	0	0	0	0	0	0	0	0
Professional Fees	5060010	0	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000
Data Processing	5090012	0	0	0	0	0	0	0	0	0
Capital Outlay	5120011	0	0	0	0	0	0	0	0	0
Total		17,188	51,970	51,832	53,162	53,162	53,162	53,162	53,162	53,162
Funding Sources										
Fund Balance	4000005	57,730	76,541		57,571	57,571	57,571	37,409	37,409	37,409
Special Revenue	4000030	35,999	33,000		33,000	33,000	33,000	33,000	33,000	33,000
Total Funding		93,729	109,541		90,571	90,571	90,571	70,409	70,409	70,409
Excess Appropriation/(Funding)		(76,541)	(57,571)		(37,409)	(37,409)	(37,409)	(17,247)	(17,247)	(17,247)
Grand Total		17,188	51,970		53,162	53,162	53,162	53,162	53,162	53,162

FY13 Budget amount in Personal Services Matching exceeds the Authorized amount due to matching rate adjustments during the 2011-2013 Biennium.

ALCOHOL/DRUG ABUSE COUNSELORS

Enabling Laws

Act 31 of 2012
A.C.A. §17-27-401

History and Organization

Act 1588 of 1999 and 1708 of 2001 (A.C.A. §17-27-401 et seq.) established the State Board of Examiners of Alcoholism and Drug Abuse Counselors. It authorized a thirteen member board made up of Licensed and/or Certified Alcoholism and Drug Abuse Counselors and one citizen at large.

Mission

To protect the public from being misled by incompetent and unauthorized persons and from unprofessional conduct on the part of qualified Alcoholism and Drug Abuse Counselors.

Statutory Responsibility

To provide regulatory authority over persons who hold themselves out to the public as Licensed Alcoholism and Drug Abuse Counselors.

Primary Activities

- 1) To establish appropriate licensure and certification requirements.
- 2) To define the practice of Alcoholism and Drug Abuse Counseling and to promote high standards of professional performance for those engaged in the practice of Alcoholism and Drug Abuse Counseling.
- 3) To set standards of qualifications, training and experience for those who seek to engage in the practice of Alcoholism and Drug Abuse Counseling.
- 4) Maintain an office to provide necessary support to meet Board responsibilities.

Oversight and/or Advisory Affiliation

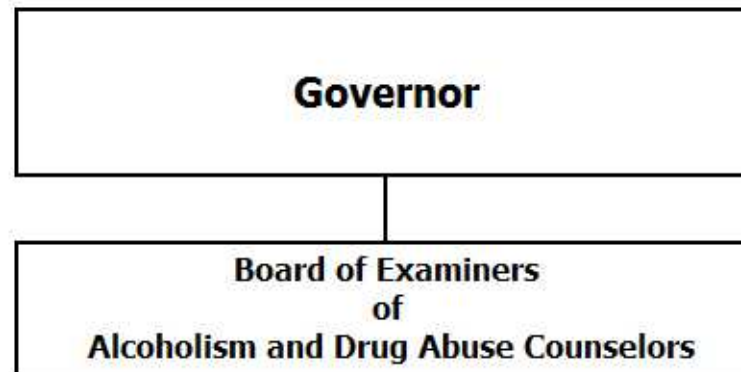
Attorney General's Office

Statutory Provisions for Fees, Fines and Penalties:

The Board has the authority to set fees or penalties for late renewals. A maximum amount of \$215.00 per counselor per licensing cycle (every other year) is charged.

Revenue Receipts Cycle:

Revenue receipts deposited per licensing cycle, every other year. Excess cash placed in Certificate of Deposit (CD). Interest deposited quarterly.



Agency Commentary

The State Board of Examiners of Alcoholism and Drug Abuse Counselors is responsible for providing regulatory authority over persons who hold themselves out to the public as Licensed Alcoholism and Drug Abuse Counselors. The operation of the Board is funded from the receipt of fees charged by the agency for licensing. In November 2011, the Board moved all of its cash funds from banks to the State Treasury.

Board expenses consist of Board member stipends, operating expenses and the part-time professional services of the Board Administrator. The total request is for Base Level of \$25,113 plus an additional \$4,700 each year of the biennium. The \$4,700 increase is due to:

- (1) Increased state reporting requirements, leading to an increase of hours worked by the Board Administrator.
- (2) A recent increase in hearings, which requires an increase in court stenographer fees.
- (3) The Board's website, developed in 2010, requires updates and changes throughout the year, which incur a charge of \$85 per hour from Professional Fees.

Audit Findings

DIVISION OF LEGISLATIVE AUDIT
AUDIT OF :
STATE BOARD OF EXAMINERS OF ALCOHOLISM AND DRUG ABUSE COUNSELORS
FOR THE YEAR ENDED JUNE 30, 2011

Findings

Recommendations

None

None

State Contracts Over \$25,000 Awarded To Minority Owned Businesses Fiscal Year 2012

None

Publications

A.C.A. 25-1-204

Name	Statutory Authorization	Required for		# of Copies	Reason(s) for Continued Publication and Distribution
		Governor	General Assembly		
None	N/A	N	N	0	N/A

Agency Position Usage Report

FY2010 - 2011						FY2011 - 2012					FY2012 - 2013						
Authorized in Act	Budgeted			Unbudgeted	% of Authorized Unused	Authorized in Act	Budgeted			Unbudgeted	% of Authorized Unused	Authorized in Act	Budgeted			Unbudgeted	% of Authorized Unused
	Filled	Unfilled	Total	Total			Filled	Unfilled	Total	Total			Filled	Unfilled	Total	Total	
0	0	0	0	0	0.00 %	0	0	0	0	0	0.00 %	0	0	0	0	0	0.00 %

Analysis of Budget Request

Appropriation: 85U - Treasury Cash

Funding Sources: NDA - Cash in Treasury

The Board of Examiners of Alcoholism and Drug Abuse Counselors was created by A.C.A. §17-27-401 et seq. The Board is responsible for regulating the practice of Alcoholism and Drug Abuse Counseling. License fees generate funding for the operations of the Board. In November 2011, the Board moved all of its cash funds from banks to the State Treasury.

The Base Level request for Regular Salaries includes board member stipend payments. Base Level Personal Services Matching is for payment of the fringe benefits associated with these payments.

Base Level in each year of the biennium is \$25,113. The Agency's Change Level Request of \$4,700 in each year of the biennium provides for an increase in Professional Fees of \$4,700 due to an increase of duties and hours of the Board Administrator and increases in court stenographer fees and website maintenance.

The Executive Recommendation provides for Base Level, as well as a reallocation of \$1,000 from Operating Expenses to Professional Fees, and a reduction in Operating Expenses of \$2,000 in each year of the biennium. Expenditure of appropriation is contingent upon available funding.

Appropriation Summary

Appropriation: 85U - Treasury Cash
Funding Sources: NDA - Cash in Treasury

Historical Data

Agency Request and Executive Recommendation

Commitment Item	2011-2012	2012-2013	2012-2013	2013-2014			2014-2015		
	Actual	Budget	Authorized	Base Level	Agency	Executive	Base Level	Agency	Executive
Regular Salaries 5010000	4,800	5,400	5,400	5,400	5,400	5,400	5,400	5,400	5,400
#Positions	0	0	0	0	0	0	0	0	0
Personal Services Matching 5010003	367	413	413	413	413	413	413	413	413
Operating Expenses 5020002	8,138	12,000	12,000	12,000	12,000	9,000	12,000	12,000	9,000
Conference & Travel Expenses 5050009	0	0	0	0	0	0	0	0	0
Professional Fees 5060010	7,299	12,000	7,300	7,300	12,000	8,300	7,300	12,000	8,300
Data Processing 5090012	0	0	0	0	0	0	0	0	0
Capital Outlay 5120011	0	0	0	0	0	0	0	0	0
Total	20,604	29,813	25,113	25,113	29,813	23,113	25,113	29,813	23,113
Funding Sources									
Fund Balance 4000005	19,670	32,771		4,458	4,458	4,458	14,345	9,645	16,345
Cash Fund 4000045	33,705	1,500		35,000	35,000	35,000	1,500	1,500	1,500
Total Funding	53,375	34,271		39,458	39,458	39,458	15,845	11,145	17,845
Excess Appropriation/(Funding)	(32,771)	(4,458)		(14,345)	(9,645)	(16,345)	9,268	18,668	5,268
Grand Total	20,604	29,813		25,113	29,813	23,113	25,113	29,813	23,113

Budget exceeds Authorized Appropriation in Professional Fees due to a transfer from the Cash Fund Holding Account.

Change Level by Appropriation

Appropriation: 85U - Treasury Cash
Funding Sources: NDA - Cash in Treasury

Agency Request

Change Level		2013-2014	Pos	Cumulative	% of BL	2014-2015	Pos	Cumulative	% of BL
BL	Base Level	25,113	0	25,113	100.0	25,113	0	25,113	100.0
C01	Existing Program	4,700	0	29,813	118.7	4,700	0	29,813	118.7

Executive Recommendation

Change Level		2013-2014	Pos	Cumulative	% of BL	2014-2015	Pos	Cumulative	% of BL
BL	Base Level	25,113	0	25,113	100.0	25,113	0	25,113	100.0
C01	Existing Program	1,000	0	26,113	104.0	1,000	0	26,113	104.0
C19	Executive Changes	(3,000)	0	23,113	92.0	(3,000)	0	23,113	92.0

Justification

C01	The Board is requesting a \$4,700 increase in the Professional Fees line item. Due to an increase in hearings, there has been an increase in court stenographer fees. The Board's website, developed in 2010, requires updates throughout the year, at a rate of \$85 per hour, which is also paid from the Professional Fees line item. The Board Administrator is compensated under a professional services contract, and the duties and hours of that position have increased, due to an increase in state reporting requirements.
C19	The Executive Recommendation reflects a reallocation of \$1,000 from Operating Expenses to Professional Fees, and a reduction in Operating Expenses of \$2,000.

STATE BOARD OF ARCHITECTS, LANDSCAPE ARCHITECTS & INTERIOR DESIGNERS

Enabling Laws

Act 184 of 2012
Act 270 of 1941 as amended
A.C.A. § 17-15-102
Act 847 of 1993 as amended
A.C.A. § 17-35-101
A.C.A. § 71-2902
Act 1367 of 2009

History and Organization

The original Arkansas Architectural Act and the Arkansas State Board of Architects were established by Act 270 in 1941. Through the passage of Act 1367 of 2009, Effective July 1, 2009, the Arkansas State Board of Architects, Landscape Architects and Interior Designers (ASBALAID) became a multi-profession regulatory agency responsible for overseeing the examination, registration, education, and professional regulation of architects, landscape architects, and registered interior designers.

The Activities of ASBALAID benefit the public in two critical ways.

First, regulation protects the public at large. The primary responsibility of any architect, landscape architect, or registered interior designer is to design environments that are safe, durable, functional, satisfy reasonable environmental standards, and contribute esthetically to the surrounding community. To accomplish this, the design professional must satisfy the applicable requirements of law and demonstrate the correct application of skills and knowledge. It must be emphasized that the results of faulty design may be injurious not only to the person who engages the design professional but also to the third parties who inhabit or use the environment.

Second, regulation protects consumers from fraudulent services rendered by design professionals. The necessity for ensuring that those that hire architects, landscape architects, and registered interior designers are protected from incompetent or dishonest individuals is self-evident.

ASBALAID is composed of nine (9) members, appointed by the governor of Arkansas and confirmed by the Senate for terms of five (5) years or until their successors are duly appointed and qualified. Five (5) members are architects of recognized standing who have been engaged in the independent practice of architecture for at least (10) years prior to appointment. Two (2) members are not actively engaged in or retired from the professions of architecture, interior design, or landscape architecture represent consumers and are appointed from the state at large.

The remaining two (2) positions are filled by one (1) landscape architect and one (1) registered interior designer, both of recognized standing. There is no restriction on the number of terms an individual may serve.

The agency is staffed by three (3) individuals. They are an executive director, board administrator/office manager and administrative assistant. The administrative staff provides the support necessary for the agency to function properly.

Mission

The mission of the ASBALAID is to protect public health, safety, and welfare through the regulation of architects, landscape architects, and registered interior designers in the state of Arkansas by the following:

- Ensuring that those representing themselves as architects, landscape architects, and registered interior designers meet standards of competency by way of education, experience, and examination;
- Establishing standards of practice for those licensed to practice;
- Requiring that any person practicing or offering to practice as an architect, landscape architect, or registered interior designer is licensed;
- Protecting consumers and users of design services;
- Enforcing the laws, codes, and standards governing license holders in a fair, expeditious, and uniform manner; and
- Empowering consumers by providing information and educational materials to help them make informed decisions.

Vision

ASBALAID will play a major role ensuring that architects, landscape architects, and registered interior designers provide the highest quality professional services.

- Arkansas architects, landscape architects, and registered interior designers will possess the knowledge, skills, and abilities enabling them to meet the expectations of clients and consumers.
- Arkansas architects, landscape architects, and registered interior designers will be competent in all areas of practice and will adhere to high standards of technical competency and professional conduct.
- Exam candidates will have access to the necessary education and training opportunities.

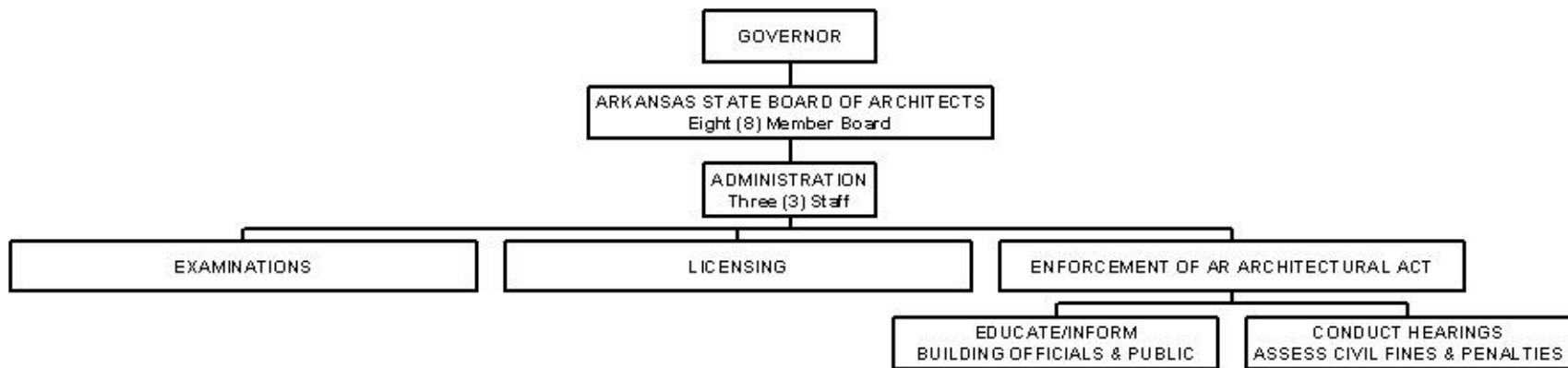
- Consumers will have access to an adequate supply of architects, landscape architects, and registered interior designers and will have the information they need to make informed choices.

Values

ASBALAID will strive for the highest possible quality throughout all of its programs, making it an outstandingly effective and efficient multi-profession regulatory agency.

To that end, ASBALAID will:

- Be participatory through continuing involvement with NCARB, CLARB, NDICQ, and other organizations;
- Be professional by treating all persons who interact with ASBALAID as valued customers;
- Focus on prevention by providing information and education to consumers, candidates, clients, licensees, and others;
- Be progressive by utilizing the most advanced means for providing services; and
- Be proactive by exercising leadership among consumer protection and professional practice groups.



Agency Commentary

Each day, millions of Arkansans work and live within environments designed by licensed architects, landscape architects, and registered

interior designers. The decisions made by these professionals about scale, massing, special organization, image, materials, and methods of construction impact not only the health, safety, and welfare of the present users, but of future generations as well.

To safeguard public health, safety, and welfare, reduce the possibility of injury or building failure, encourage quality design, and provide access for the disabled, those who design complex environments must meet minimum standards of competency. It is equally necessary that those who cannot meet minimum standards by way of education, experience, and examination be prevented from misrepresenting themselves to the citizens of the state of Arkansas.

ASBALAID is a cash-funded state agency, historically receiving no general revenue funds. In July 2010, the Board moved all of its cash funds from various banks to the State Treasury. Agency operations are funded through fees charged by ASBALAID, which include registration, renewal fees, fines, and penalties.

In response to amplified expenditures as a result of the FY10 agency merger and reorganization, ASBALAID respectfully requests the following:

Reallocation from Professional Fees to Conference & Travel Expense for the 2013-2015 biennium:

Conference & Travel Expenditures (09) - \$4,100 will facilitate the following:

- Staff travel and training expenses resulting from the agency merger and reorganization. The agency restructuring amplified the travel requirements and associated costs for agency staff. This additional funding will assure agency staff will be able to attend both regional and national meetings related to regulation duties.

Audit Findings

DIVISION OF LEGISLATIVE AUDIT
AUDIT OF :
ARKANSAS STATE BOARD OF ARCHITECTS, LANDSCAPE ARCHITECTS, AND INTERIOR DESIGNERS
FOR THE YEAR ENDED JUNE 30, 2011

Findings	Recommendations
None	None

State Contracts Over \$25,000 Awarded To Minority Owned Businesses Fiscal Year 2012

None

Employment Summary

	Male	Female	Total	%
White Employees	1	0	1	33 %
Black Employees	0	2	2	67 %
Other Racial Minorities	0	0	0	0 %
Total Minorities			2	67 %
Total Employees			3	100 %

Publications

A.C.A. 25-1-204

Name	Statutory Authorization	Required for		# of Copies	Reason(s) for Continued Publication and Distribution
		Governor	General Assembly		
Arkansas Architectural Act	A.C.A. 17-15-305 (e)	N	N	1,800	The Act was amended in 1999 and the new language passed by the Legislature requires that each registrant be sent a copy of the Act.
Arkansas State Board of Architect Rules and Regulations	A.C.A. 17-15-305 (e)	N	N	1,800	January 13, 2000 and reviewed by the Legislature on February 3, 2000. The Act requires that each registrant be sent a copy of the Rule and Regulations.

Agency Position Usage Report

FY2010 - 2011					FY2011 - 2012					FY2012 - 2013							
Authorized in Act	Budgeted			Unbudgeted	% of Authorized Unused	Authorized in Act	Budgeted			Unbudgeted	% of Authorized Unused	Authorized in Act	Budgeted			Unbudgeted	% of Authorized Unused
	Filled	Unfilled	Total	Total			Filled	Unfilled	Total	Total			Filled	Unfilled	Total	Total	
3	3	0	3	0	0.00 %	3	3	0	3	0	0.00 %	3	3	0	3	0	0.00 %

Analysis of Budget Request

Appropriation: 83V - Bd of Architects, Landscape Architects & Interior Designers

Funding Sources: NAI - Cash in Treasury - ASBALAID

The State Board of Architects, Landscape Architects, and Interior Designers provides for the education of building officials and the public regarding the provisions of the Arkansas Architectural Act and the rules and regulations of the Board. The operations of the Board are funded from Cash Funds generated from the receipt of fees charged by the Agency.

Base Level Regular Salaries and Personal Services Matching includes Career Service payments for eligible employees. Personal Services Matching also includes a \$20 increase in the monthly contribution for State employee's health insurance for a total State match per budgeted employee of \$410 per month. Base Level salaries and matching do not include appropriation for a Cost of Living Adjustment or Merit Pay Increases. The Base Level request for Regular Salaries includes board member stipend payments.

The Agency requests a reallocation of \$4,100 from Professional Fees to Conference and Travel Expenses in each year of the biennium. Due to the agency merger and reorganization, additional appropriation in Travel Expense is needed for increases in conference and seminar fees, airfare and lodging fees, and ground transportation fees.

The Executive Request provides for the Agency Request. Expenditure of appropriation is contingent upon available funding.

Appropriation Summary

Appropriation: 83V - Bd of Architects, Landscape Architects & Interior Designers

Funding Sources: NAI - Cash in Treasury - ASBALAID

Historical Data

Agency Request and Executive Recommendation

Commitment Item	Historical Data			Agency Request and Executive Recommendation			Agency Request and Executive Recommendation		
	2011-2012 Actual	2012-2013 Budget	2012-2013 Authorized	2013-2014			2014-2015		
				Base Level	Agency	Executive	Base Level	Agency	Executive
Regular Salaries 5010000	175,529	173,391	179,998	173,391	173,391	173,391	173,391	173,391	173,391
#Positions	3	3	3	3	3	3	3	3	3
Personal Services Matching 5010003	50,769	51,112	49,569	51,932	51,932	51,932	51,932	51,932	51,932
Operating Expenses 5020002	176,947	154,423	154,423	154,423	154,423	154,423	154,423	154,423	154,423
Conference & Travel Expenses 5050009	7,470	8,600	8,600	8,600	12,700	12,700	8,600	12,700	12,700
Professional Fees 5060010	0	4,100	4,100	4,100	0	0	4,100	0	0
Data Processing 5090012	0	0	0	0	0	0	0	0	0
Capital Outlay 5120011	0	0	0	0	0	0	0	0	0
Exams 5900046	0	0	7,348	0	0	0	0	0	0
Total	410,715	391,626	404,038	392,446	392,446	392,446	392,446	392,446	392,446
Funding Sources									
Fund Balance 4000005	1,956,586	2,020,406		2,098,780	2,098,780	2,098,780	2,176,334	2,176,334	2,176,334
Cash Fund 4000045	474,535	470,000		470,000	470,000	470,000	470,000	470,000	470,000
Total Funding	2,431,121	2,490,406		2,568,780	2,568,780	2,568,780	2,646,334	2,646,334	2,646,334
Excess Appropriation/(Funding)	(2,020,406)	(2,098,780)		(2,176,334)	(2,176,334)	(2,176,334)	(2,253,888)	(2,253,888)	(2,253,888)
Grand Total	410,715	391,626		392,446	392,446	392,446	392,446	392,446	392,446

FY13 Budget amount in Personal Services Matching exceeds the authorized amount due to matching rate adjustments during the 2011-2013 biennium.

Change Level by Appropriation

Appropriation: 83V - Bd of Architects, Landscape Architects & Interior Designers
Funding Sources: NAI - Cash in Treasury - ASBALAID

Agency Request

Change Level		2013-2014	Pos	Cumulative	% of BL	2014-2015	Pos	Cumulative	% of BL
BL	Base Level	392,446	3	392,446	100.0	392,446	3	392,446	100.0
C04	Reallocation	0	0	392,446	100.0	0	0	392,446	100.0

Executive Recommendation

Change Level		2013-2014	Pos	Cumulative	% of BL	2014-2015	Pos	Cumulative	% of BL
BL	Base Level	392,446	3	392,446	100.0	392,446	3	392,446	100.0
C04	Reallocation	0	0	392,446	100.0	0	0	392,446	100.0

Justification

C04	ASBALAID respectfully requests a reallocation from Professional Fees to Conference & Travel Expense for the 2013-2015 biennium which will facilitate staff travel and training expenses resulting from the agency merger and reorganization. The agency restructuring amplified the travel requirements and associated costs for agency staff. This additional appropriation will assure agency staff will be able to attend both regional and national meetings related to regulation duties.
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STATE ATHLETIC COMMISSION

Enabling Laws

Act 235 of 2012
A.C.A. § 17-22-201

History and Organization

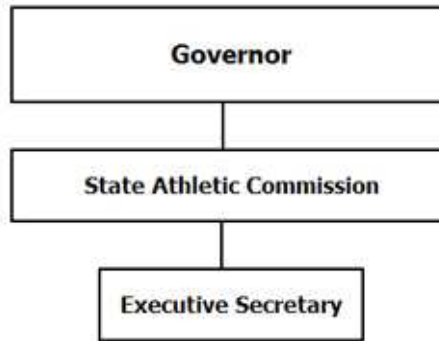
The Arkansas State Athletic Commission was created in 1927 by Act 131 and has a two-fold purpose. Each goal is inextricably linked and requires prudent promulgation of its Rules and Regulations, as well as enforcement of the statutory amendments or revisions.

The first goal of the Arkansas State Athletic Commission is to protect the health, safety and welfare of the participants, as well as that of the public, as these parties are involved in the professional and amateur combative sports regulated by the Arkansas State Athletic Commission.

The second goal is to preserve and insure the entertainment value of the professional and amateur combative sports that the Arkansas State Athletic Commission regulates.

In order to protect the health, safety and welfare of those described, the State Athletic Commission issues licenses to participants, officials, promoters and other affiliated personnel. In all combative sports, the Arkansas State Athletic Commission maintains the database shared with the Association of Boxing Commissioners in order to honor medical and administrative suspensions and revocations. Through the licensing of promoters, posting of bonds and passage of regulations supervising the events, the Arkansas State Athletic Commission protects the welfare and safety of the participants and general public.

In order to preserve and insure the entertainment value of all combative sports, the Arkansas State Athletic Commission creates rules and regulations that prevent fight fixing, the over-regulation of combative sports, the unlawful conduct of those it regulates, all of which could unduly remove the competitive nature for which they were designed.



Agency Commentary

The Arkansas Athletic Commission is requesting change level increases for the 2014-15 biennium in the following line items: Regular Salaries and Personal Services Matching.

The Commission is requesting an increase in Regular Salaries of \$35,554 each year for a Program Manager along with the necessary Personal Services Matching, due to the increased workload and responsibilities and attendant paperwork due by the Commission. The Commission currently must regulate both professional and amateur combative sports events. These include boxing, kickboxing, wrestling and all forms of mixed martial arts held in the State of Arkansas. Rules and Regulations passed and current Federal and national ABC Regulations require more intensive scrutinization.

The Commission is also requesting one Extra Help position, but no additional appropriation, to serve the Board's needs during core business hours throughout the working week. It is paramount in order to work with and answer inquiries from various state agencies and citizens.

The Commission has sufficient funding to cover this request for additional appropriation.

Audit Findings

DIVISION OF LEGISLATIVE AUDIT
AUDIT OF :
ARKANSAS STATE ATHLETIC COMMISSION
FOR THE YEAR ENDED JUNE 30, 2011

Findings	Recommendations
<p>Financial Management Guide Regulation R4-19-4-501 requires that each agency, board, and commission establish controls to properly account for cash receipts. In addition, the Financial Management Guide states that a receipt must be issued for each payment received and the original receipt given to the party making payment. A review of cash receipts disclosed the following:</p> <ul style="list-style-type: none">· The Agency did not issue a receipt to individuals when monies were received on location at events. Receipts were issued in total for the event at the Agency's office prior to making a deposit.· For the month selected for testing, 59% of the cash receipts were not deposited timely to the Treasury. <p>License renewal information is maintained in an electronic database. To properly safeguard and ensure reliability of license information, the Agency should ensure controls are in place to support reconciliation of receipts and deposits to licenses issued. The review of license revenue revealed the Agency does not reconcile receipts and deposits to licenses issued which could lead to misappropriation of assets.</p> <p>When confidential data stored on laptops are not encrypted, the risk is increased that a lost or stolen laptop will result in the unintentional release of confidential information. Release of this information, some of which could be used in identity theft, could result in loss of public trust.</p> <p>The Agency had a laptop stolen that contained critical personal information, such as Social Security numbers, dates of birth, and addresses, for over 5,000 licensees. Even though the laptop had standard password protection in place, it was not encrypted. IT best practices require such confidential information be encrypted to prevent unauthorized disclosure if equipment is lost or stolen.</p> <p>The Agency promulgated the Combative Sports Regulations, with various rules outlining event requirements. Rule 1.7 requires the Agency to pay the greater of the per diem allowed by state law for attendance at an event or actual, reasonable expenses. In addition, Rule 1.15.4.2 compels the Promoter of Combative Sporting Events to pay the Inspector/Supervising Commission Official a minimum of \$100 per event. Commission rules define an official as any individual who performs an official function, including but not limited to Commissioners.</p>	<p>Strengthen cash receipting controls, including the issuance of receipts and the timely deposit of all funds received.</p> <p>Strengthen internal controls related to the issuance of licenses.</p> <p>All Agency owned laptops be encrypted.</p> <p>Review its current regulations to ensure they are consistent with state law.</p>

DIVISION OF LEGISLATIVE AUDIT
AUDIT OF :
ARKANSAS STATE ATHLETIC COMMISSION
FOR THE YEAR ENDED JUNE 30, 2011

Findings

Ark Code Ann. § 25-16-903 states that the Commission may authorize to its members a stipend not to exceed \$60 per day for each meeting, examination, evaluation, or inspection attended or for any day while performing any proper business of the Board. Board members will receive no other compensation, expense reimbursement, or in-lieu-of payments except as provided in Ark. Code Ann. § 25-16-902, which provides for travel expense reimbursement not to exceed the rate established for state employees by state travel regulations.

Commissioners receiving payment from the Promoter for duties performed appears to conflict with Arkansas law.

Ark Code Ann. § 21-5-101(b)(4), known as the Regular Salary Procedures and Restrictions Act, states, "No employee of the State of Arkansas shall be paid any additional cash allowances...other than for reimbursement for costs actually incurred by the employee unless the allowances are specifically set out by law...."

In a review of the Commission's Combative Sports Regulations, it appears that Rule 1.15.4.2 allows for a minimum of \$100 paid to the Inspector/Supervising Commission Official. An inspector is defined as any person duly appointed to issue licenses, collect license fees, or oversee the proper execution of Commission regulations. When these duties are performed by a state employee who receives payment from the Promoter, the payment could conflict with Ark. Code Ann. § 21-5-101.

Recommendations

Review the Regular Salary Procedures and Restrictions Act to ensure future compliance with the law.

State Contracts Over \$25,000 Awarded To Minority Owned Businesses Fiscal Year 2012

None

Publications

A.C.A. 25-1-204

Name	Statutory Authorization	Required for		# of Copies	Reason(s) for Continued Publication and Distribution
		Governor	General Assembly		
None	N/A	N	N	0	N/A

Agency Position Usage Report

FY2010 - 2011						FY2011 - 2012						FY2012 - 2013					
Authorized in Act	Budgeted			Unbudgeted Total	% of Authorized Unused	Authorized in Act	Budgeted			Unbudgeted Total	% of Authorized Unused	Authorized in Act	Budgeted			Unbudgeted Total	% of Authorized Unused
	Filled	Unfilled	Total				Filled	Unfilled	Total				Filled	Unfilled	Total		
0	0	0	0	0	0.00 %	0	0	0	0	0	0.00 %	0	0	0	0	0	0.00 %

Analysis of Budget Request

Appropriation: 609 - Athletic Commission-Operations

Funding Sources: MAB - Arkansas Athletic Commission Fund

The Arkansas Athletic Commission oversees all professional or semi-professional matches or exhibitions in the State that involve wrestling, boxing, kick boxing, martial arts, or any combination of these sporting activities. The Commission is funded from annual license fees of boxers, wrestlers, managers, matchmakers, promoters, referees, physicians, timekeepers, and other persons arranging, participating in or otherwise dealing in matches and exhibitions regulated by the Commission. The Commission has authority to establish such fees in accordance with Act 1085 of 1999. Fees of 5% of the total gross receipts from admission charges from matches and exhibitions are collected.

Base Level salaries and matching do not include appropriation for a Cost of Living Adjustment or Career Service Payments. The Base Level request for Regular Salaries includes board member stipend payments. Base Level Personal Services Matching is for payment of fringe benefits associated with these payments.

The Agency is requesting one full time position, an Athletic Commission Program Manager, grade C119. This request includes an increase of \$35,554 in Regular Salaries and an increase of \$12,725 in Personal Services Matching for each year of the biennium. The Agency is also requesting one additional extra-help position. These positions are requested to support agency operations.

The Executive Recommendation provides for the Agency Request, with the exception of the Program Manager position which is recommended at a Grade C117. The Executive Recommendation also transfers the Agency Request for appropriation and positions established for this Agency to the Department of Health.

ARKANSAS PLANNING BUDGETING & ADMINISTRATIVE SYSTEM

Appropriation Summary

Appropriation: 609 - Athletic Commission-Operations
Funding Sources: MAB - Arkansas Athletic Commission Fund

Historical Data

Agency Request and Executive Recommendation

Commitment Item	Historical Data			Agency Request and Executive Recommendation			Agency Request and Executive Recommendation		
	2011-2012 Actual	2012-2013 Budget	2012-2013 Authorized	2013-2014			2014-2015		
				Base Level	Agency	Executive	Base Level	Agency	Executive
Regular Salaries 5010000	3,780	5,000	5,000	5,000	40,554	0	5,000	40,554	0
#Positions	0	0	0	0	1	0	0	1	0
Extra Help 5010001	37,940	40,000	40,000	40,000	40,000	0	40,000	40,000	0
#Extra Help	1	1	1	1	2	0	1	2	0
Personal Services Matching 5010003	8,271	3,443	3,469	3,467	16,192	0	3,443	16,146	0
Operating Expenses 5020002	42,895	47,800	47,800	47,800	47,800	0	47,800	47,800	0
Conference & Travel Expenses 5050009	1,422	3,000	3,000	3,000	3,000	0	3,000	3,000	0
Professional Fees 5060010	1,425	8,810	8,810	8,810	8,810	0	8,810	8,810	0
Data Processing 5090012	0	0	0	0	0	0	0	0	0
Capital Outlay 5120011	0	0	0	0	0	0	0	0	0
Total	95,733	108,053	108,079	108,077	156,356	0	108,053	156,310	0
Funding Sources									
Fund Balance 4000005	235,342	226,373		203,320	203,320	0	180,243	131,964	0
Special Revenue 4000030	86,764	85,000		85,000	85,000	0	85,000	85,000	0
Total Funding	322,106	311,373		288,320	288,320	0	265,243	216,964	0
Excess Appropriation/(Funding)	(226,373)	(203,320)		(180,243)	(131,964)	0	(157,190)	(60,654)	0
Grand Total	95,733	108,053		108,077	156,356	0	108,053	156,310	0

The Executive Recommendation is to transfer the appropriation and positions for this Agency to the Department of Health.

Change Level by Appropriation

Appropriation: 609 - Athletic Commission-Operations
Funding Sources: MAB - Arkansas Athletic Commission Fund

Agency Request

Change Level		2013-2014	Pos	Cumulative	% of BL	2014-2015	Pos	Cumulative	% of BL
BL	Base Level	108,077	0	108,077	100.0	108,053	0	108,053	100.0
C01	Existing Program	48,279	1	156,356	144.7	48,257	1	156,310	144.7

Executive Recommendation

Change Level		2013-2014	Pos	Cumulative	% of BL	2014-2015	Pos	Cumulative	% of BL
BL	Base Level	108,077	0	108,077	100.0	108,053	0	108,053	100.0
C01	Existing Program	44,248	1	152,325	140.9	44,228	1	152,281	140.9
C07	Agency Transfer	(152,325)	(1)	0	0.0	(152,281)	(1)	0	0.0

Justification

C01	The Board is requesting 1 new position: an Athletic Commission Program Director, to provide the continuity, management and leadership needed by the Board to better serve and regulate combative sports events in Arkansas. The Board is also requesting an additional extra help position, but no appropriation increase, to serve the Board's needs during core business hours throughout the working week. It is paramount in order to work with and answer inquiries from various state agencies and citizens.
C07	The Executive Recommendation is to transfer the appropriation and positions for this Agency to the Department of Health.

ARKANSAS STATE BOARD OF ATHLETIC TRAINING

Enabling Laws

Act 26 of 2012
A.C.A. §17-93-404

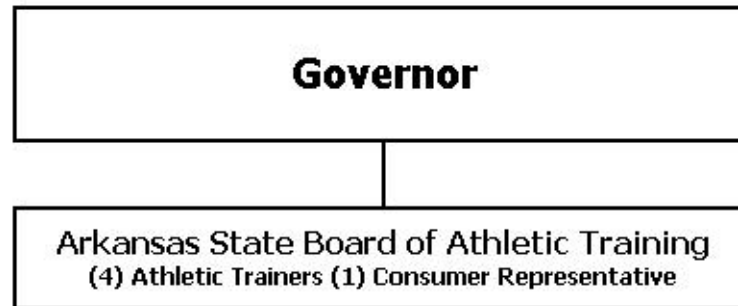
History and Organization

A.C.A. §17-93-404 established the Arkansas State Board of Athletic Training. It authorized a five member Board that is made up of four Athletic Trainers and a consumer representative.

Mission: To administer the statute with the highest degree of integrity, competence, and efficiency commensurate with the professional standards of athletic trainers.

Statutory Responsibility: To see that persons attesting as athletic trainers have met all requirements and by doing so protect the public.

Primary Activities: 1) Grant a temporary permit or license to those who meet all requirements, including certification by the National Athletic Trainers Association; 2) Determine whether those who apply for a permit to practice qualify; 3) Annually register all Athletic Trainers and issue them an annual permit to practice; and 4) Investigate violations of the Act and take disciplinary action where appropriate after conducting a hearing.



Agency Commentary

Primary Activities: 1) Grant a temporary permit or license to those who meet all requirements, including certification by the National Athletic Trainers Association; 2) Determine whether those who apply for a permit to practice qualify; 3) Annually register all Athletic Trainers and issue them an annual permit to practice; and 4) Investigate violations of the Act and take disciplinary action where appropriate after conducting a hearing.

A.C.A. §17-93-404 established the Arkansas State Board of Athletic Training. The Board is responsible for assuring those individuals who are attesting to be Athletic Trainers are qualified to do so. "Athletic Training" means the prevention, recognition, evaluation, treatment, and rehabilitation of an athletic injury or illness and the organization and administration of exercise, conditioning, and athletic training programs. In May 2012, the Board moved its cash funds from banks to the State Treasury.

The operations of the Board are funded from the receipts of fees charged by the Board. The Board is requesting Base Level each year of the biennium. The Board believes this budget will be beneficial to board members and other athletic trainers and allow the Board to have input over topics and speakers providing continuing education to licensed athletic trainers.

Audit Findings

DIVISION OF LEGISLATIVE AUDIT
AUDIT OF :
ARKANSAS STATE BOARD OF ATHLETIC TRAINING
FOR THE YEAR ENDED JUNE 30, 2011

Findings

Recommendations

None

None

State Contracts Over \$25,000 Awarded To Minority Owned Businesses Fiscal Year 2012

None

Cash Fund Balance Description as of June 30, 2012

Fund Account	Balance	Type	Location
1680000	\$90,919	Certificate of Deposit	Regions Bank

Statutory/Other Restrictions on use:

A.C.A. 17-93-404 establishes that the Board can use funds collected to pay operations.

Statutory Provisions for Fees, Fines, Penalties:

A.C.A. 17-93-406 authorizes such in Section 4 (6) in Chapter 12 which includes fees, fines and penalties.

Revenue Receipts Cycle:

Fees collected by July of each year.

Fund Balance Utilization:

Funds collected for overall operations of the Board.

Publications

A.C.A. 25-1-204

Name	Statutory Authorization	Required for		# of Copies	Reason(s) for Continued Publication and Distribution
		Governor	General Assembly		
Directory	A.C.A. §17-93-406	N	N	300	Communication with licensees

Agency Position Usage Report

FY2010 - 2011						FY2011 - 2012						FY2012 - 2013					
Authorized in Act	Budgeted			Unbudgeted	% of Authorized Unused	Authorized in Act	Budgeted			Unbudgeted	% of Authorized Unused	Authorized in Act	Budgeted			Unbudgeted	% of Authorized Unused
	Filled	Unfilled	Total	Total			Filled	Unfilled	Total	Total			Filled	Unfilled	Total	Total	
0	0	0	0	0	0.00 %	0	0	0	0	0	0.00 %	0	0	0	0	0	0.00 %

Analysis of Budget Request

Appropriation: 97K - Treasury Cash - Operations

Funding Sources: NAT - Cash in Treasury

The Arkansas State Board of Athletic Training was established by A.C.A. §17-93-404. It authorized a five member Board that is made up of four Athletic Trainers and a consumer representative. The Board is a cash agency funded from the receipt of fees charged by the agency. The Board is charged to administer the statute with the highest degree of integrity, competence, and efficiency commensurate with the professional standards of athletic trainers. The major responsibility of the Board is to protect the public by ensuring that persons functioning as athletic trainers have met all requirements to practice. In May 2012, the Board moved its cash funds from banks to the State Treasury.

The Base Level request for Regular Salaries and Personal Services Matching includes board member stipend payments.

The Board is requesting Base Level for each year of the biennium.

The Executive Recommendation is for the Agency Request. Expenditure of appropriation is contingent upon available funding.

Appropriation Summary

Appropriation: 97K - Treasury Cash - Operations

Funding Sources: NAT - Cash in Treasury

Historical Data

Agency Request and Executive Recommendation

Commitment Item	Historical Data			2013-2014			2014-2015		
	2011-2012 Actual	2012-2013 Budget	2012-2013 Authorized	Base Level	Agency	Executive	Base Level	Agency	Executive
Regular Salaries 5010000	0	480	480	480	480	480	480	480	480
#Positions	0	0	0	0	0	0	0	0	0
Personal Services Matching 5010003	0	37	37	37	37	37	37	37	37
Operating Expenses 5020002	3,283	15,000	18,000	15,000	15,000	15,000	15,000	15,000	15,000
Conference & Travel Expenses 5050009	0	0	0	0	0	0	0	0	0
Professional Fees 5060010	1,500	5,000	2,000	5,000	5,000	5,000	5,000	5,000	5,000
Data Processing 5090012	0	0	0	0	0	0	0	0	0
Capital Outlay 5120011	0	0	0	0	0	0	0	0	0
Total	4,783	20,517	20,517	20,517	20,517	20,517	20,517	20,517	20,517
Funding Sources									
Fund Balance 4000005	123,730	126,812		112,995	112,995	112,995	102,478	102,478	102,478
Cash Fund 4000045	7,865	6,700		10,000	10,000	10,000	10,000	10,000	10,000
Total Funding	131,595	133,512		122,995	122,995	122,995	112,478	112,478	112,478
Excess Appropriation/(Funding)	(126,812)	(112,995)		(102,478)	(102,478)	(102,478)	(91,961)	(91,961)	(91,961)
Grand Total	4,783	20,517		20,517	20,517	20,517	20,517	20,517	20,517

Budget exceeds Authorized Appropriation in Professional Fees by authority of a Budget Classification Transfer.

ARKANSAS BEEF COUNCIL

Enabling Laws

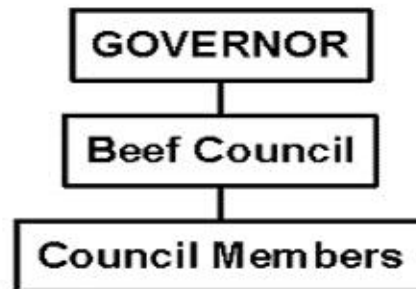
Act 115 of 2012
A.C.A. §2-35-303 et seq.

History and Organization

The Arkansas Beef Council was created by Act 160 of the 1983 General Assembly. Its mission is to promote the growth and development of the cattle industry in Arkansas through programs of research, promotion and market development activities.

The Council is made up of seven members appointed by the Governor. Three are nominated by the Arkansas Cattlemen's Association, three by the Arkansas Farm Bureau Federation, and one member must be an Arkansas auction market operator. The Council is administered through an agreement between the Arkansas Beef Council and the Arkansas Farm Bureau Federation.

The Council administers a \$1.00 per head assessment on all cattle sold in the State. The assessment is collected by the Miscellaneous Tax Section of the Department of Finance & Administration. Funds are deposited in a State Treasury account and are disbursed by the Council to fund beef research and promotion efforts.



Agency Commentary

The budget request for the Arkansas Beef Council for the 2013-2015 Biennium is Base Level and will be funded entirely by special revenues collected from a \$1.00 per head assessment on cattle sold in the State.

Allocation of these funds will be made and approved by the Arkansas Beef Council. Distributions will be made to fund beef-related research at the University of Arkansas and transmitted to the national organization (Cattlemen’s Beef Board) as required by the federal Beef Research and Promotion Act. Various promotion and information projects will be conducted within the State as approved and administered by the Council.

Projects are individually approved and monitored by the Council. Project proposals are addressed during the third quarter of the fiscal year and in the annual operating plan developed prior to the start of the next fiscal year.

Audit Findings

DIVISION OF LEGISLATIVE AUDIT
 AUDIT OF :
 ARKANSAS BEEF COUNCIL
 FOR THE YEAR ENDED JUNE 30, 2011

Findings

Recommendations

None

None

State Contracts Over \$25,000 Awarded To Minority Owned Businesses Fiscal Year 2012

None

Publications

A.C.A. 25-1-204

Name	Statutory Authorization	Required for		# of Copies	Reason(s) for Continued Publication and Distribution
		Governor	General Assembly		
None	N/A	N	N	0	N/A

Agency Position Usage Report

FY2010 - 2011						FY2011 - 2012						FY2012 - 2013					
Authorized in Act	Budgeted			Unbudgeted	% of Authorized Unused	Authorized in Act	Budgeted			Unbudgeted	% of Authorized Unused	Authorized in Act	Budgeted			Unbudgeted	% of Authorized Unused
	Filled	Unfilled	Total	Total			Filled	Unfilled	Total	Total			Filled	Unfilled	Total	Total	
0	0	0	0	0	0.00 %	0	0	0	0	0	0.00 %	0	0	0	0	0	0.00 %

Analysis of Budget Request

Appropriation: 675 - Beef Council-Operations

Funding Sources: SBC - Arkansas Beef Council Fund

The purpose of the Arkansas Beef Council is to coordinate and implement a program of promotion, research and market development to enhance the image of beef and to improve the potential of Arkansas' cattle industry.

This appropriation is funded entirely by Special Revenues consisting of a federally established assessment rate of \$1.00 per head of cattle sold in the state. Half of the amount collected is forwarded to the national Beef Promotion and Research Board for consumer and industry information programs, advertising and research programs, and beef-related promotion. The remaining half of all fees received is retained by the Arkansas Beef Council to fund state-based programs which complement and extend the industry-wide effort.

The Agency Base Level Request includes appropriation of \$1.1 million each year of the 2013-2015 biennium.

The Executive Recommendation provides for the Agency Request.

Appropriation Summary

Appropriation: 675 - Beef Council-Operations
Funding Sources: SBC - Arkansas Beef Council Fund

Historical Data

Agency Request and Executive Recommendation

Commitment Item		Historical Data			2013-2014			2014-2015		
		2011-2012 Actual	2012-2013 Budget	2012-2013 Authorized	Base Level	Agency	Executive	Base Level	Agency	Executive
Operating Expenses	5020002	9,801	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000
Conference & Travel Expenses	5050009	0	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000
Professional Fees	5060010	0	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000
Data Processing	5090012	0	0	0	0	0	0	0	0	0
Capital Outlay	5120011	0	0	0	0	0	0	0	0	0
Research & Development	5900031	975,530	1,037,000	1,037,000	1,037,000	1,037,000	1,037,000	1,037,000	1,037,000	1,037,000
Total		985,331	1,100,000	1,100,000	1,100,000	1,100,000	1,100,000	1,100,000	1,100,000	1,100,000
Funding Sources										
Fund Balance	4000005	198,891	163,006		38,006	38,006	38,006	0	0	0
Special Revenue	4000030	949,446	975,000		1,061,994	1,061,994	1,061,994	1,100,000	1,100,000	1,100,000
Total Funding		1,148,337	1,138,006		1,100,000	1,100,000	1,100,000	1,100,000	1,100,000	1,100,000
Excess Appropriation/(Funding)		(163,006)	(38,006)		0	0	0	0	0	0
Grand Total		985,331	1,100,000		1,100,000	1,100,000	1,100,000	1,100,000	1,100,000	1,100,000

ARKANSAS BURIAL ASSOCIATION BOARD

Enabling Laws

Act 64 of 2012
A.C.A. §23-78-101, et seq.

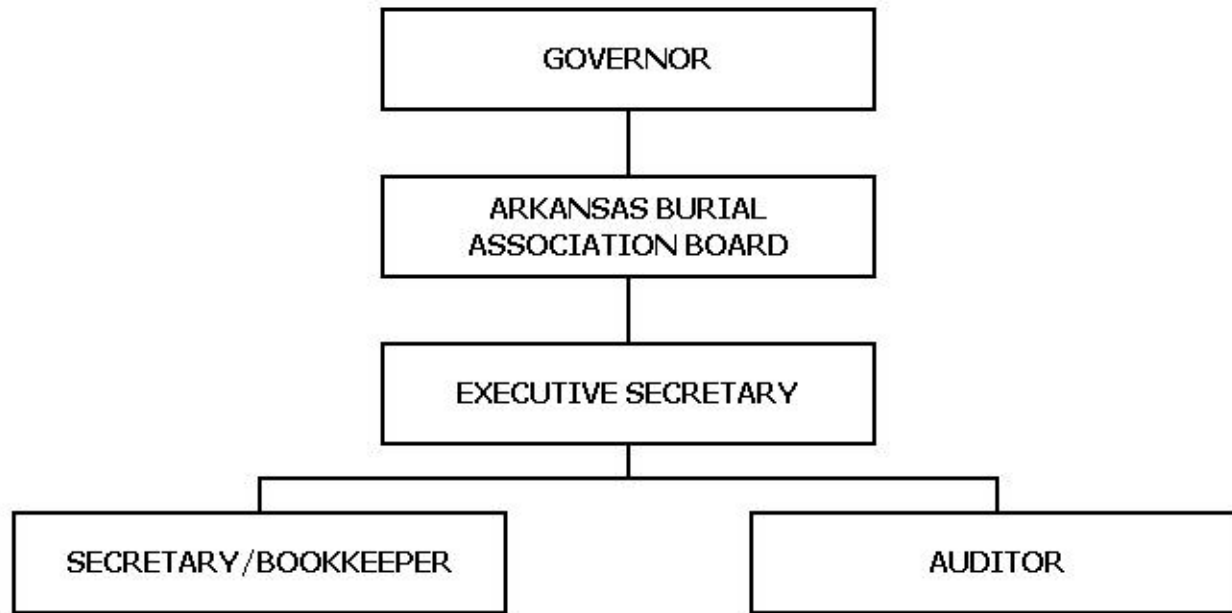
History and Organization

The Burial Board is charged with administering Act 91 of 1953 and its subsequent amendments. The mission of the program is to protect the integrity and solvency of burial association funds held in trust for the policyholders.

The Board's responsibility includes but is not limited to: the issuance of burial certificates of authority to burial associations, to set minimum assessments of membership dues for which burial associations may issue policies in specified amounts, to collect annual fees as provided for, to adopt and enforce such regulations as necessary for the proper operation of the Board and burial associations, to conduct audits of associations to ensure compliance with the applicable statutes, rules and regulations and bylaws, and to arbitrate disputes between associations and or members.

The Board is comprised of 9 members, 7 actively engaged in the business of burial associations, 1 consumer member and 1 senior citizen member. The Board staff consists of the Executive Secretary, who serves in the same capacity for the Arkansas State Board of Embalmers and Funeral Directors (Agency # 0233), the Auditor, who conducts on site audits of the 136 burial associations around the State, and the Administrative Specialist III.

The Board is a cash fund agency. In July 2010 the Board moved all of its cash funds from various banks to the State Treasury.



Agency Commentary

The Arkansas Burial Association Board ("Board") regulates and monitors the operations of 136 burial associations in the State of Arkansas. Audits are conducted on an annual basis to ensure compliance with the laws and rules and regulations governing burial associations. The Board is a cash fund agency. In July 2010 the Board moved all of its cash funds from various banks to the State Treasury.

For the 2013-15 biennium, the Board is requesting Base Level each year with a Reallocation of \$4,200 of Operating Expenses between General Ledger codes to more accurately reflect anticipated expenses.

Audit Findings

DIVISION OF LEGISLATIVE AUDIT
 AUDIT OF :
 ARKANSAS BURIAL ASSOCIATION BOARD
 FOR THE YEAR ENDED JUNE 30, 2011

Findings	Recommendations
None	None

State Contracts Over \$25,000 Awarded To Minority Owned Businesses Fiscal Year 2012

None

Employment Summary

	Male	Female	Total	%
White Employees	1	2	3	100 %
Black Employees	0	0	0	0 %
Other Racial Minorities	0	0	0	0
Total Minorities			0	0 %
Total Employees			3	100 %

Publications

A.C.A. 25-1-204

Name	Statutory Authorization	Required for		# of Copies	Reason(s) for Continued Publication and Distribution
		Governor	General Assembly		
None	N/A	N	N	0	N/A

Agency Position Usage Report

FY2010 - 2011						FY2011 - 2012						FY2012 - 2013					
Authorized in Act	Budgeted			Unbudgeted	% of Authorized Unused	Authorized in Act	Budgeted			Unbudgeted	% of Authorized Unused	Authorized in Act	Budgeted			Unbudgeted	% of Authorized Unused
	Filled	Unfilled	Total	Total			Total	Total	Total	Total			Total				
3	3	0	3	0	0.00 %	3	3	0	3	0	0.00 %	3	3	0	3	0	0.00 %

Analysis of Budget Request

Appropriation: 84Z - Burial Board Operations-Cash In Treasury

Funding Sources: NBF - Cash In Treasury

The Arkansas Burial Association Board was created by Act 91 of 1953. The Board is a cash agency funded from the receipt of burial association fees charged pursuant to Arkansas Code Annotated §23-78-111. The Board's responsibilities include the supervision of all burial associations organized or operating in this State.

Base Level Regular Salaries and Personal Services Matching includes Career Service payments for eligible employees. Personal Services Matching also includes a \$20 increase in the monthly contribution for State employee's health insurance for a total State match per budgeted employee of \$410 per month. Base Level salaries and matching do not include appropriation for a Cost of Living Adjustment or Merit Pay Increases.

The Base Level request for Regular Salaries includes board member stipend payments.

For the 2013-15 biennium, the Agency is requesting Base Level each year with a reallocation of \$4,200 of Operating Expenses to more accurately reflect anticipated expenses.

The Executive Recommendation provides for the Agency Request. Expenditure of appropriation is contingent upon available funding.

Appropriation Summary

Appropriation: 84Z - Burial Board Operations-Cash In Treasury

Funding Sources: NBF - Cash In Treasury

Historical Data

Agency Request and Executive Recommendation

Commitment Item	Historical Data			Agency Request and Executive Recommendation			Agency Request and Executive Recommendation		
	2011-2012 Actual	2012-2013 Budget	2012-2013 Authorized	2013-2014			2014-2015		
				Base Level	Agency	Executive	Base Level	Agency	Executive
Regular Salaries 5010000	146,873	125,528	171,986	125,528	125,528	125,528	125,528	125,528	125,528
#Positions	3	3	3	3	3	3	3	3	3
Personal Services Matching 5010003	42,114	41,176	47,965	41,970	41,970	41,970	41,970	41,970	41,970
Operating Expenses 5020002	22,100	28,932	28,932	28,932	28,932	28,932	28,932	28,932	28,932
Conference & Travel Expenses 5050009	0	0	0	0	0	0	0	0	0
Professional Fees 5060010	0	0	0	0	0	0	0	0	0
Data Processing 5090012	0	0	0	0	0	0	0	0	0
Capital Outlay 5120011	0	0	0	0	0	0	0	0	0
Total	211,087	195,636	248,883	196,430	196,430	196,430	196,430	196,430	196,430
Funding Sources									
Fund Balance 4000005	339,749	314,525		326,095	326,095	326,095	313,465	313,465	313,465
Cash Fund 4000045	137,063	158,406		135,000	135,000	135,000	135,000	135,000	135,000
Transfer from Embalmers Bd 4000530	48,800	48,800		48,800	48,800	48,800	48,800	48,800	48,800
Total Funding	525,612	521,731		509,895	509,895	509,895	497,265	497,265	497,265
Excess Appropriation/(Funding)	(314,525)	(326,095)		(313,465)	(313,465)	(313,465)	(300,835)	(300,835)	(300,835)
Grand Total	211,087	195,636		196,430	196,430	196,430	196,430	196,430	196,430

Change Level by Appropriation

Appropriation: 84Z - Burial Board Operations-Cash In Treasury
Funding Sources: NBF - Cash In Treasury

Agency Request

Change Level		2013-2014	Pos	Cumulative	% of BL	2014-2015	Pos	Cumulative	% of BL
BL	Base Level	196,430	3	196,430	100.0	196,430	3	196,430	100.0
C04	Reallocation	0	0	196,430	100.0	0	0	196,430	100.0

Executive Recommendation

Change Level		2013-2014	Pos	Cumulative	% of BL	2014-2015	Pos	Cumulative	% of BL
BL	Base Level	196,430	3	196,430	100.0	196,430	3	196,430	100.0
C04	Reallocation	0	0	196,430	100.0	0	0	196,430	100.0

Justification

C04	Agency requests reallocaiton of \$4,200 between Operating Expense General Ledger codes to better reflect current agency spending. No additional appropriation requested.
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ARKANSAS CATFISH PROMOTION BOARD

Enabling Laws

Act 107 of 2012
A.C.A. §2-9-103 et seq.

History and Organization

The Arkansas Catfish Promotion Board was created by Act 790 of 1999 with the responsibility to promote the growth and development of the catfish industry in Arkansas through research, promotion, and market development. The Board consists of seven producers appointed by the Governor. Three members are nominated by and represent the Arkansas Farm Bureau, and four members are nominated by and represent the Catfish Farmers of Arkansas. The Board is administered by the Executive Vice-President of Arkansas Farm Bureau Federation or his designee.



Agency Commentary

Appropriation is funded by special revenues collected from a one dollar per ton check off on all catfish feed purchased by commercial Arkansas catfish producers.

In addition to Base Level, the Arkansas Catfish Promotion Board is requesting additional appropriation of \$255,000 for each year of the 2013-2015 Biennium. This includes increases of 1) \$4,000 in Operating Expenses, 2) \$45,000 in Promotional Items, 3) \$61,000 in Research and Development and 4) \$45,000 in Consumer Information line items in each year of the biennium to enhance the Arkansas catfish industry.

An allocation of these special revenue funds will be used to fund catfish related research and promotion projects through the University of Arkansas, private research companies, and promotion organizations as the Board sees fit. Projects will be individually approved and monitored by the Board. The Board welcomes project proposals at their last quarterly meeting each year.

Audit Findings

DIVISION OF LEGISLATIVE AUDIT
 AUDIT OF :
 ARKANSAS CATFISH PROMOTION BOARD
 FOR THE YEAR ENDED JUNE 30, 2011

Findings

Recommendations

None

None

State Contracts Over \$25,000 Awarded To Minority Owned Businesses Fiscal Year 2012

None

Publications

A.C.A. 25-1-204

Name	Statutory Authorization	Required for		# of Copies	Reason(s) for Continued Publication and Distribution
		Governor	General Assembly		
None	N/A	N	N	0	N/A

Agency Position Usage Report

FY2010 - 2011						FY2011 - 2012					FY2012 - 2013						
Authorized in Act	Budgeted			Unbudgeted	% of Authorized Unused	Authorized in Act	Budgeted			Unbudgeted	% of Authorized Unused	Authorized in Act	Budgeted			Unbudgeted	% of Authorized Unused
	Filled	Unfilled	Total	Total			Filled	Unfilled	Total	Total			Filled	Unfilled	Total	Total	
0	0	0	0	0	0.00 %	0	0	0	0	0	0.00 %	0	0	0	0	0	0.00 %

Analysis of Budget Request

Appropriation: 745 - Catfish Promotion

Funding Sources: SCB - Arkansas Catfish Promotion Fund

The Arkansas Catfish Promotion Board supports the growth and development of the catfish industry in Arkansas through research, promotion, and market development.

Special Revenues fund the operations of the Board. A one-dollar per ton assessment on all catfish feed purchased by commercial Arkansas catfish producers is used to fund research and promotion efforts. The line item for Research Development, representing more than half of the entire budget, is used to fund catfish related research projects through the University of Arkansas and private research companies.

Base Level includes appropriation of \$100,000 each year of the 2013-2015 biennium.

The Agency Change Level request includes appropriation of \$155,000 each year for the following:

- Operating Expenses of \$ 4,000 for telecommunications services and board member travel.
- Promotional Items of \$45,000 for materials and efforts to promote the Board.
- Research Development of \$61,000 for improvement of the Arkansas catfish industry.
- Consumer Information of \$45,000 for advertising and clipping services.

Expenditure of appropriation will be contingent upon available funding.

The Executive Recommendation provides for the Agency Request.

Appropriation Summary

Appropriation: 745 - Catfish Promotion
Funding Sources: SCB - Arkansas Catfish Promotion Fund

Historical Data

Agency Request and Executive Recommendation

Commitment Item	Historical Data			Agency Request and Executive Recommendation			Agency Request and Executive Recommendation		
	2011-2012 Actual	2012-2013 Budget	2012-2013 Authorized	2013-2014			2014-2015		
				Base Level	Agency	Executive	Base Level	Agency	Executive
Operating Expenses 5020002	115	1,000	5,000	1,000	5,000	5,000	1,000	5,000	5,000
Conference & Travel Expenses 5050009	0	0	0	0	0	0	0	0	0
Professional Fees 5060010	0	0	0	0	0	0	0	0	0
Data Processing 5090012	0	0	0	0	0	0	0	0	0
Promotional Items 5090028	5,500	5,000	50,000	5,000	50,000	50,000	5,000	50,000	50,000
Capital Outlay 5120011	0	0	0	0	0	0	0	0	0
Research Development 5900031	32,000	89,000	150,000	89,000	150,000	150,000	89,000	150,000	150,000
Consumer Information 5900046	0	5,000	50,000	5,000	50,000	50,000	5,000	50,000	50,000
Total	37,615	100,000	255,000	100,000	255,000	255,000	100,000	255,000	255,000
Funding Sources									
Fund Balance 4000005	51,385	76,164		26,164	26,164	26,164	0	0	0
Special Revenue 4000030	62,394	50,000		50,000	50,000	50,000	50,000	50,000	50,000
Total Funding	113,779	126,164		76,164	76,164	76,164	50,000	50,000	50,000
Excess Appropriation/(Funding)	(76,164)	(26,164)		23,836	178,836	178,836	50,000	205,000	205,000
Grand Total	37,615	100,000		100,000	255,000	255,000	100,000	255,000	255,000

Change Level by Appropriation

Appropriation: 745 - Catfish Promotion
Funding Sources: SCB - Arkansas Catfish Promotion Fund

Agency Request

Change Level		2013-2014	Pos	Cumulative	% of BL	2014-2015	Pos	Cumulative	% of BL
BL	Base Level	100,000	0	100,000	100.0	100,000	0	100,000	100.0
C01	Existing Program	155,000	0	255,000	255.0	155,000	0	255,000	255.0

Executive Recommendation

Change Level		2013-2014	Pos	Cumulative	% of BL	2014-2015	Pos	Cumulative	% of BL
BL	Base Level	100,000	0	100,000	100.0	100,000	0	100,000	100.0
C01	Existing Program	155,000	0	255,000	255.0	155,000	0	255,000	255.0

Justification

C01	The Board is requesting additional appropriation of \$255,000 for each year of the 2013-2015 Biennium. This includes increases of 1) \$4,000 in Operating Expenses, 2) \$45,000 in Promotional Items, 3) \$61,000 in Research and Development and 4) \$45,000 in Consumer Information line items in each year of the biennium to enhance the Arkansas catfish industry.
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ARKANSAS CEMETERY BOARD

Enabling Laws

Act 229 of 2012

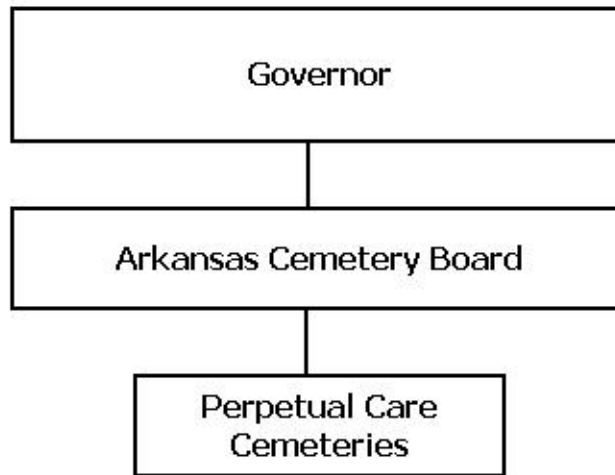
Ark. Code Ann. §20-17-1001, et seq.

Ark. Code Ann. §20-17-1301, et seq.

History and Organization

Act 352 of 1977 created The Arkansas Cemetery Board. This Act established a seven (7) member Board to administer the issuance of permits to perpetual care cemeteries and to regulate and protect these perpetual care funds. Prior to Act 352 the regulation of perpetual care cemeteries was governed by Act 250 of 1953, as amended. Act 131 of 1983 increased the size of the Board by the addition of one member 60 years of age or over to serve as a representative of the State's elderly population. The Securities Commissioner is a voting member of the Board. The Governor appoints the six members of the Board. Four (4) of the six (6) members of the Board appointed by the Governor are owners or operators of licensed cemeteries in Arkansas. One of the members appointed by the Governor shall not have any interest in a cemetery or funeral home either within or outside of the State. One of the members appointed by the Governor shall be sixty (60) years of age or older, and shall represent the elderly. This member shall not be actively engaged in or retired from any profession or occupation regulated by the Board. The Governor also appoints one (1) alternate member that comes from the industry. The alternate member shall substitute when a conflict of interest disqualifies a regular member. Members are appointed for terms of four (4) years.

The mission of the Board is to protect the interests of Arkansas citizens who have purchased or own spaces in Arkansas cemeteries that are advertised or operated as being perpetual care or permanent maintenance cemeteries. The Board, in conjunction with the staff of the Arkansas Securities Department, performs the duties of this agency.



Agency Commentary

The Arkansas Cemetery Board is responsible for protecting the financial interests of the public by ensuring the physical care of cemeteries and the sound financial condition of the trust funds through the regulation of those companies advertising or operating perpetual care cemeteries in the State of Arkansas. The Board relies on the staff of the Arkansas Securities Department to perform the duties of the Board, such as conduct examinations, examine annual reports, investigate and issue permits, provide legal services and perform administrative duties.

At the quarterly Board meeting held on June 27, 2012, the Board directed the staff of the Department to start measures to authorize a compliance examination program to inspect the physical condition and examine the books and records of regulated cemeteries. In order to perform the compliance examinations of the cemeteries, the Board will need to increase its operating expenses in the amounts of \$1,500 for meals and \$1,500 for lodging in each fiscal year. Operating Expenses for both fiscal years would increase from a total of \$69,000 to \$72,000.

Based upon the level of funding and the amount of revenue expected, the Board is requesting an increase in the appropriation for loans to receivers for insolvent cemeteries from \$26,000 to \$40,000 in each fiscal year. The Board feels that it is important to have the ability to loan funds to insolvent cemeteries that are in court appointed receivership to adequately maintain the care and operation of those cemeteries. The loans to receivers are paid from the Insolvent Loan Fund.

Audit Findings

DIVISION OF LEGISLATIVE AUDIT
 AUDIT OF :
 ARKANSAS CEMETERY BOARD
 FOR THE YEAR ENDED JUNE 30, 2011

Findings

Recommendations

None

None

State Contracts Over \$25,000 Awarded To Minority Owned Businesses Fiscal Year 2012

None

Publications

A.C.A. 25-1-204

Name	Statutory Authorization	Required for		# of Copies	Reason(s) for Continued Publication and Distribution
		Governor	General Assembly		
Publication of the Board's Quarterly and Special Board Meeting Agendas	Required by Rule 4.01 of the Ark. Cemetery Board	N	N	110	Publish and mail agenda for each meeting of the Ark. Cemetery Board to interested parties and the public as required by Rule 4.01 of the Board's Rules and to comply with Freedom of Information Act.

Agency Position Usage Report

FY2010 - 2011						FY2011 - 2012					FY2012 - 2013						
Authorized in Act	Budgeted			Unbudgeted	% of Authorized Unused	Authorized in Act	Budgeted			Unbudgeted	% of Authorized Unused	Authorized in Act	Budgeted			Unbudgeted	% of Authorized Unused
	Filled	Unfilled	Total	Total			Filled	Unfilled	Total	Total			Filled	Unfilled	Total	Total	
0	0	0	0	0	0.00 %	0	0	0	0	0	0.00 %	0	0	0	0	0	0.00 %

Analysis of Budget Request

Appropriation: 843 - Cemetery - Cash Operations

Funding Sources: NCB - Cemetery Board - Cash in Treasury

The Arkansas Cemetery Board ("Board") was created by Act 352 of 1977 to regulate perpetual care cemeteries including municipal, church, family, and non-profit community cemeteries. The Board is a Cash in Treasury agency funded from the issuance of permits, amended permits, and examination of cemeteries. The staff of the Arkansas Securities Department handles all administrative work; therefore, no positions are needed.

Arkansas Code Annotated §20-17-1025 empowers the Board to provide the funding necessary to make loans to a court appointed receiver or conservator. The loans help assure that a cemetery placed in receivership will be properly maintained and will continue to be a viable operation.

The Board does not have any full-time employees. The Base Level request of \$2,100 each year of the biennium for Regular Salaries is for board member Stipend payments. Base Level Personal Services Matching is for payment of the fringe benefits associated with these payments.

The Board's Change Level requests total \$17,000 each year and reflect the following:

An increase of \$14,000 each year in the Loans line item to ensure sufficient appropriation is available to make loans to insolvent cemeteries in court appointed receivership in order to adequately maintain and operate those cemeteries.

An additional \$3,000 each year in Operating Expenses for travel costs to be incurred in a new program of examinations and inspections of regulated cemeteries.

The Executive Recommendation provides for the Agency Request. Expenditure of appropriation is contingent upon available funding.

Appropriation Summary

Appropriation: 843 - Cemetery - Cash Operations
Funding Sources: NCB - Cemetery Board - Cash in Treasury

Historical Data

Agency Request and Executive Recommendation

Commitment Item	Historical Data			2013-2014			2014-2015		
	2011-2012 Actual	2012-2013 Budget	2012-2013 Authorized	Base Level	Agency	Executive	Base Level	Agency	Executive
Regular Salaries 5010000	1,140	2,100	2,100	2,100	2,100	2,100	2,100	2,100	2,100
#Positions	0	0	0	0	0	0	0	0	0
Personal Services Matching 5010003	87	161	161	161	161	161	161	161	161
Operating Expenses 5020002	60,433	69,000	69,000	69,000	72,000	72,000	69,000	72,000	72,000
Conference & Travel Expenses 5050009	0	0	0	0	0	0	0	0	0
Professional Fees 5060010	0	0	0	0	0	0	0	0	0
Data Processing 5090012	0	0	0	0	0	0	0	0	0
Capital Outlay 5120011	0	0	0	0	0	0	0	0	0
Loans 5120029	0	26,000	26,000	26,000	40,000	40,000	26,000	40,000	40,000
Total	61,660	97,261	97,261	97,261	114,261	114,261	97,261	114,261	114,261
Funding Sources									
Fund Balance 4000005	167,739	168,017		130,556	130,556	130,556	93,095	76,095	76,095
Cash Fund 4000045	61,938	59,800		59,800	59,800	59,800	59,800	59,800	59,800
Total Funding	229,677	227,817		190,356	190,356	190,356	152,895	135,895	135,895
Excess Appropriation/(Funding)	(168,017)	(130,556)		(93,095)	(76,095)	(76,095)	(55,634)	(21,634)	(21,634)
Grand Total	61,660	97,261		97,261	114,261	114,261	97,261	114,261	114,261

Change Level by Appropriation

Appropriation: 843 - Cemetery - Cash Operations
Funding Sources: NCB - Cemetery Board - Cash in Treasury

Agency Request

Change Level		2013-2014	Pos	Cumulative	% of BL	2014-2015	Pos	Cumulative	% of BL
BL	Base Level	97,261	0	97,261	100.0	97,261	0	97,261	100.0
C01	Existing Program	17,000	0	114,261	117.5	17,000	0	114,261	117.5

Executive Recommendation

Change Level		2013-2014	Pos	Cumulative	% of BL	2014-2015	Pos	Cumulative	% of BL
BL	Base Level	97,261	0	97,261	100.0	97,261	0	97,261	100.0
C01	Existing Program	17,000	0	114,261	117.5	17,000	0	114,261	117.5

Justification

C01	Based upon the level of funding and the amount of revenue expected, the Board is requesting an increase in the appropriation for loans to receivers for insolvent cemeteries from \$26,000 to \$40,000 in each fiscal year. Additionally, the Board requests an increase in Operating Expenses in the amount of \$3,000 in each fiscal year to pay for meals and lodging incurred as part of the compliance examination program.
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STATE CHILD ABUSE & NEGLECT PREVENTION BOARD

Enabling Laws

Act 261 of 2012
A.C.A. §9-30-101 et seq.
A.C.A. §9-11-203

History and Organization

The primary mission of the State Child Abuse and Neglect Prevention Board is to encourage and promote the overall welfare of children within the family structure. This mission is mainly accomplished by providing funding and technical assistance to community based programs and services throughout Arkansas that help strengthen and support families and thereby prevent abuse.

The State Child Abuse and Neglect Prevention Board was created by Act 397 of 1987. The nine-member Board is appointed by the Governor. Board members serve without compensation but are reimbursed for travel expenses in accordance with State travel procedures. The Board's primary responsibility is to manage the Children's Trust Fund, which was also created by Act 397 of 1987. The State Board promotes the establishment of community-based child abuse prevention programs throughout the state and funds them through the Children's Trust Fund.

Act 397 of 1987 originally provided revenue for the Trust Fund by levying a \$5.00 surcharge on all marriage license fees in the State of Arkansas. Act 397 also placed limitations on the amount of money the Board was allowed to disburse. At least 50% of all fee and interest revenue in any fiscal year was to remain in the Trust Fund as an investment for future prevention programs. Administrative costs of managing the Trust Fund may not exceed 20% of fiscal year revenues and the remaining revenues (30%) were to be spent in grant funds to child abuse prevention programs.

Act 340 of 1991 amended the law and changed the disbursement percentages as follows: at least 20% of all fee and interest revenues in any fiscal year must remain in the Trust as an investment for future prevention programs; administration costs of managing the Trust Fund may not exceed 20% of fiscal year revenues, and the remaining revenues (60%) are available for grant funds to child abuse prevention programs. This change in the law allowed the Board to award 30% more funds to local organizations and individuals for child abuse prevention programs.

Act 174 of 1993 again amended the law by changing the surcharge on the marriage license from \$5.00 to \$10.00, thereby providing for additional child abuse prevention programs and/or larger grant awards to those programs. Additionally, Act 968 of 2001 provided for the

issuance of Heirloom Marriage certificates. The certificates, which are artistically rendered and suitable for framing, are an optional purchase for anyone married in the State of Arkansas. All proceeds are directed to the Children's Trust Fund.

In 2003, Act 1224 added the One Percent to Prevent Fund to provide programs for incarcerated parents and their children, as well as the caregivers of those children. And Act 68 of the Second Extraordinary Session of 2003 charged the Board to establish a pilot program of family resource centers in a number of elementary schools in the state.

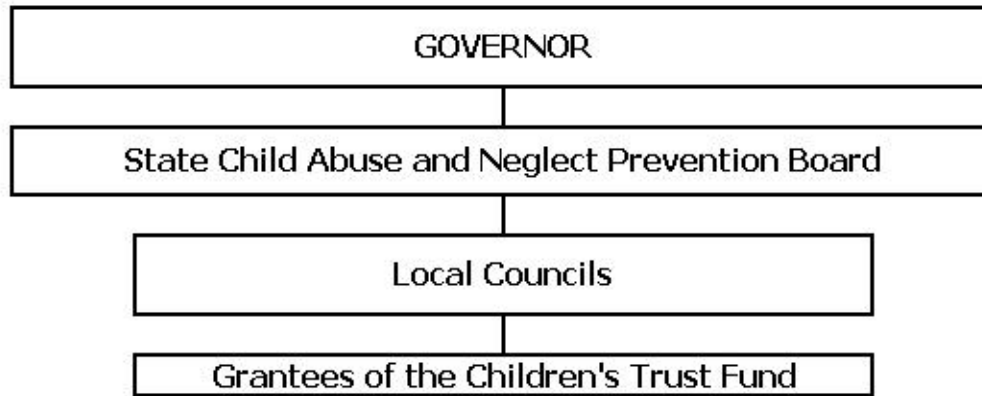
The State Child Abuse and Neglect Prevention Board also promotes the establishment of Local Child Abuse Prevention Councils in every county of the state. Local Councils are required to review and approve any and all grant proposals that originate from their county. The State Board uses the recommendations from each certified Local Council to make the final decisions about which programs will be funded. All proposals must be reviewed by the appropriate Local Council and only those counties which have a certified Local Council may receive funding from the Children's Trust Fund. Act 397 of 1987 requires the Local Council to consist of the following members:

1. An employee of the County Department of Human Services (or Division of Children and Family Services)
2. An employee of the County Health Department Unit
3. An employee of Local Law Enforcement
4. An employee of the Local Public Education System
5. One Citizen At-Large - preferably a parent
6. Any other persons deemed necessary by the Local Council

During its first year of operations, the Board developed procedures for the formation of Local Councils and established criteria for the disbursement of grant funds. Since that time, an average of 50 Local Councils have been certified each year and between 18 and 25 grants have been awarded to local organizations and individuals each year for programs designed to prevent child abuse and neglect.

In the '88-'89 fiscal year, the Board began contracting for part-time staff support services through a Professional Services contract with Arkansas Child Abuse Prevention, a local non-profit organization. The contract has now increased to two full-time staff persons and one part-time person. Through the contract, the Board has been able to monitor the programmatic and fiscal activities of its grantees and insure a higher degree of accountability. The contract agency also provides technical assistance to grantees to enhance program quality, assists in the development of additional Local Councils, initiates public awareness activities about child abuse and neglect prevention, and provides formal training opportunities for grantees and Local Councils. In addition, the Board has initiated a statewide task force on parenting education that is supported through the Professional Services Contract.

In FY2003 - 2004, the Board funded the first program of the One Percent to Prevent Fund. A statewide mentoring program for children of incarcerated parents was established and is ongoing.



Agency Commentary

Special Revenue

Since its inception in August, 1987, monies of the Children's Trust Fund have accrued from a \$5.00 fee imposed on all marriage licenses in the state and from interest gained as these fees are invested through the State Treasurer's Office. Act 174 of 1993 amended the original law by changing the fee from \$5.00 to \$10.00. The Board began collecting the new \$10.00 fee in August of 1993. In addition, Act 968 of 2001 provided for the issuance of Heirloom Marriage Certificates which are an optional purchase for anyone married in the state.

In FY14 and FY15 the projected accrual from license fees and Heirloom certificates is \$315,000 and projected interest accrual is \$56,000. Total revenue for FY14 and FY15 is projected at \$371,000.

Federal Revenue

The State Child Abuse and Neglect Prevention Board is eligible to receive funds on an annual basis from the Children's Bureau of the Department of Health and Human Services. The federal appropriation for this grant program has fluctuated greatly over the years. Although the details have changed from year to year, the main purpose of the grant program is to establish a network of family support programs across the state. The Board accomplishes this goal by using the majority of our federal award to make grants to community-based family support programs. In addition, the Board sponsors a statewide conference on parenting education and supports other professional development trainings to help improve quality, quantity and accessibility to parent education programs. The Board projects it will have \$300,000 annually from the federal grant.

Private Funding

The State Child Abuse and Neglect Prevention Board is eligible to receive funds on an annual basis through a contract with the Arkansas

Home Visiting Network, a program of Arkansas Children’s Hospital. The purpose of the Arkansas Home Visiting Network is to expand the availability of home visiting programs in the state and to improve the quality of services provided. Funding from the contract is specifically used by the Board to expand the Healthy Families America (HFA) model of home visitation to additional families in Arkansas. Funds are also used to provide training and technical assistance to the HFA programs and to support the monitoring of all sites to insure they are meeting HFA National Accreditation standards. The Board projects we will have \$803,408 annually from our contract with the Arkansas Home Visiting Network.

Position Upgrade

The Board is requesting an upgrade of the Director’s position from a C120 to a C125. Over the last three years, the Director’s position has changed dramatically and the responsibilities have increased a great deal. The Board has more than doubled the amount of programs it is supporting across the state and has significantly increased its budget by successfully applying for additional federal and private funding sources. In addition, the Board has applied to become a Healthy Families America Nationally Accredited Multi-Site System. The HFA accreditation is an intensive process that will insure our funded programs are following best practice standards in the field of intensive home visitation. All of this increased activity necessitates a skilled director that can successfully respond to Federal and private grant applications, oversee budgeting and reporting requirements from multiple funding sources, as well as oversee quality program implementation of child abuse prevention programs across the state. A C125 position is necessary to attract and maintain appropriate candidates for the job.

Audit Findings

DIVISION OF LEGISLATIVE AUDIT
AUDIT OF :
ARKANSAS STATE CHILD ABUSE AND NEGLECT PREVENTION BOARD
FOR THE YEAR ENDED JUNE 30, 2010

Findings	Recommendations
None	None

State Contracts Over \$25,000 Awarded To Minority Owned Businesses Fiscal Year 2012

None

Employment Summary

	Male	Female	Total	%
White Employees	0	2	2	100 %
Black Employees	0	0	0	0 %
Other Racial Minorities	0	0	0	0 %
Total Minorities			0	0 %
Total Employees			2	100 %

Publications

A.C.A. 25-1-204

Name	Statutory Authorization	Required for		# of Copies	Reason(s) for Continued Publication and Distribution
		Governor	General Assembly		
Announcement of Request for Proposals	ACA §9-30-105(b)(3)	N	N	100	To announce availability of grant funds to those without email addresses.
Annual Report	ACA §9-30-105(C)(7)	Y	Y	50	To inform public, General Assembly and Governor of activities performed by the Board.
Local Council Certification Packet	ACA §9-30-105(B)(1)	N	N	150	Requirements for certifying a Local Council on child abuse prevention in every county.

Department Appropriation Summary

Historical Data

Agency Request and Executive Recommendation

Appropriation	2011-2012		2012-2013		2012-2013		2013-2014					2014-2015						
	Actual	Pos	Budget	Pos	Authorized	Pos	Base Level	Pos	Agency	Pos	Executive	Pos	Base Level	Pos	Agency	Pos	Executive	Pos
152 Child Abuse Prevention	384,132	1	473,201	1	401,051	1	399,877	1	371,001	1	364,151	1	399,877	1	371,001	1	364,151	1
198 Community Grants	268,525	1	285,779	1	286,990	1	286,041	1	286,041	1	286,041	1	286,041	1	286,041	1	286,041	1
F09 Cash Grants	11,000	0	803,408	0	0	0	0	0	803,408	0	803,408	0	0	0	803,408	0	803,408	0
Total	663,657	2	1,562,388	2	688,041	2	685,918	2	1,460,450	2	1,453,600	2	685,918	2	1,460,450	2	1,453,600	2

Funding Sources		%		%		%		%		%		%		%		%	
Fund Balance	4000005	1,883,939	73.0	1,917,820	55.6	1,889,219	73.8	1,889,219	56.2	1,889,219	56.2	1,874,301	73.6	1,903,177	56.3	1,910,027	56.4
Federal Revenue	4000020	288,859	11.2	285,779	8.3	300,000	11.7	300,000	8.9	300,000	8.9	300,000	11.8	300,000	8.9	300,000	8.9
Special Revenue	4000030	324,079	12.6	315,000	9.1	315,000	12.3	315,000	9.4	315,000	9.4	315,000	12.4	315,000	9.3	315,000	9.3
Cash Fund	4000045	84,600	3.3	877,008	25.4	0	0.0	803,408	23.9	803,408	23.9	0	0.0	803,408	23.8	803,408	23.7
Trust Fund Interest	4000705	0	0.0	56,000	1.6	56,000	2.2	56,000	1.7	56,000	1.7	56,000	2.2	56,000	1.7	56,000	1.7
Total Funds		2,581,477	100.0	3,451,607	100.0	2,560,219	100.0	3,363,627	100.0	3,363,627	100.0	2,545,301	100.0	3,377,585	100.0	3,384,435	100.0
Excess Appropriation/(Funding)		(1,917,820)		(1,889,219)		(1,874,301)		(1,903,177)		(1,910,027)		(1,859,383)		(1,917,135)		(1,930,835)	
Grand Total		663,657		1,562,388		685,918		1,460,450		1,453,600		685,918		1,460,450		1,453,600	

Budget exceeds Authorized Appropriation in 152 and F09 due to transfers from the Cash Fund Holding Account.

Agency Position Usage Report

FY2010 - 2011						FY2011 - 2012						FY2012 - 2013					
Authorized in Act	Budgeted			Unbudgeted	% of Authorized Unused	Authorized in Act	Budgeted			Unbudgeted	% of Authorized Unused	Authorized in Act	Budgeted			Unbudgeted	% of Authorized Unused
	Filled	Unfilled	Total	Total			Filled	Unfilled	Total	Total			Filled	Unfilled	Total	Total	
2	2	0	2	0	0.00 %	2	2	0	2	0	0.00 %	2	2	0	2	0	0.00 %

Analysis of Budget Request

Appropriation: 152 - Child Abuse Prevention

Funding Sources: TCT - Children's Trust Fund

The Child Abuse and Neglect Prevention Board administers the Arkansas Children's Trust Fund created by Act 397 of 1987 which provides funds for programs to prevent child abuse and neglect. The Children's Trust Fund is supported by a \$10 surcharge on the sale of marriage licenses and interest income pursuant to Arkansas Code Annotated § 9-30-101 et. seq. Currently the Board contracts with Arkansas Child Abuse Prevention, a local non-profit organization to carry out the functions and directions of the Board. This includes fiscal activities of the Board, with a primary emphasis on the technical assistance, program monitoring and financial oversight of the grantees receiving funding from the Children's Trust Fund. Grants are awarded to local organizations and individuals each year for programs designed to prevent child abuse and neglect.

Base Level Regular Salaries and Personal Services Matching includes Career Service payments for eligible employees. Personal Services Matching also includes a \$20 increase in the monthly contribution for State employee's health insurance for a total State match per budgeted employee of \$410 per month. Base Level salaries and matching do not include appropriation for a Cost of Living Adjustment or Merit Pay Increases.

The Change Level request reflects the following:

Position upgrade for the Board Director, increasing Regular Salaries by \$5,616 and Personal Services Matching by \$1,234 in each year of the biennium.

An appropriation decrease of \$19,602 in Extra Help and Personal Services Matching, \$1,528 in Operating Expenses and \$14,596 in Grants and Aid in each year of the biennium to better reflect anticipated funding.

The Executive Recommendation is for the Agency Request, with the exception of the position upgrade for the Board Director.

Appropriation Summary

Appropriation: 152 - Child Abuse Prevention

Funding Sources: TCT - Children's Trust Fund

Historical Data

Agency Request and Executive Recommendation

Commitment Item	Historical Data			2013-2014			2014-2015		
	2011-2012 Actual	2012-2013 Budget	2012-2013 Authorized	Base Level	Agency	Executive	Base Level	Agency	Executive
Regular Salaries 5010000	44,487	42,030	43,829	42,030	47,646	42,030	42,030	47,646	42,030
#Positions	1	1	1	1	1	1	1	1	1
Extra Help 5010001	271	18,200	18,200	18,200	0	0	18,200	0	0
#Extra Help	1	1	1	1	0	0	1	0	0
Personal Services Matching 5010003	14,097	15,273	14,924	15,549	15,381	14,147	15,549	15,381	14,147
Operating Expenses 5020002	33,988	82,698	18,098	18,098	16,570	16,570	18,098	16,570	16,570
Conference & Travel Expenses 5050009	0	0	0	0	0	0	0	0	0
Professional Fees 5060010	0	0	0	0	0	0	0	0	0
Data Processing 5090012	0	0	0	0	0	0	0	0	0
Grants and Aid 5100004	291,289	315,000	306,000	306,000	291,404	291,404	306,000	291,404	291,404
Capital Outlay 5120011	0	0	0	0	0	0	0	0	0
Total	384,132	473,201	401,051	399,877	371,001	364,151	399,877	371,001	364,151

Funding Sources									
Fund Balance 4000005	1,883,840	1,897,387		1,868,786	1,868,786	1,868,786	1,839,909	1,868,785	1,875,635
Special Revenue 4000030	324,079	315,000		315,000	315,000	315,000	315,000	315,000	315,000
Cash Fund 4000045	73,600	73,600		0	0	0	0	0	0
Trust Fund Interest 4000705	0	56,000		56,000	56,000	56,000	56,000	56,000	56,000
Total Funding	2,281,519	2,341,987		2,239,786	2,239,786	2,239,786	2,210,909	2,239,785	2,246,635
Excess Appropriation/(Funding)	(1,897,387)	(1,868,786)		(1,839,909)	(1,868,785)	(1,875,635)	(1,811,032)	(1,868,784)	(1,882,484)
Grand Total	384,132	473,201		399,877	371,001	364,151	399,877	371,001	364,151

FY13 Budget amount in Personal Services Matching exceeds the authorized amount due to matching rate adjustments during the 2011-2013 biennium. Budget exceeds Authorized Appropriation in Operating Expenses and Grants and Aid due to a transfer from the Cash Fund Holding Account. Cash Fund Grant ends in FY13.

Change Level by Appropriation

Appropriation: 152 - Child Abuse Prevention
Funding Sources: TCT - Children's Trust Fund

Agency Request

Change Level		2013-2014	Pos	Cumulative	% of BL	2014-2015	Pos	Cumulative	% of BL
BL	Base Level	399,877	1	399,877	100.0	399,877	1	399,877	100.0
C03	Discontinue Program	(35,726)	0	364,151	91.1	(35,726)	0	364,151	91.1
C11	Upgrade/Downgrade	6,850	0	371,001	92.8	6,850	0	371,001	92.8

Executive Recommendation

Change Level		2013-2014	Pos	Cumulative	% of BL	2014-2015	Pos	Cumulative	% of BL
BL	Base Level	399,877	1	399,877	100.0	399,877	1	399,877	100.0
C03	Discontinue Program	(35,726)	0	364,151	91.1	(35,726)	0	364,151	91.1
C11	Upgrade/Downgrade	0	0	364,151	91.1	0	0	364,151	91.1

Justification

C03	The Board is requesting a decrease in appropriation of \$1,528 in Operating Expenses, \$14,596 in Grants and Aid and \$19,602 in Extra Help and Personal Services Matching to better match anticipated funding.
C11	The Board is requesting a position upgrade for the Board Director from a C120 to a C125 to better reflect the responsibilities and increasing demands of the position, and to attract and maintain appropriate candidates for the job.

Analysis of Budget Request

Appropriation: 198 - Community Grants

Funding Sources: FCN - Child Abuse and Neglect-Federal Grants

This appropriation is 100% federally funded through the U. S. Department of Health and Human Services, and is utilized for operational costs and grants to local communities for the development or operation of child abuse prevention programs.

Base Level Regular Salaries and Personal Services Matching includes Career Service payments for eligible employees. Personal Services Matching also includes a \$20 increase in the monthly contribution for State employee's health insurance for a total State match per budgeted employee of \$410 per month. Base Level salaries and matching do not include appropriation for a Cost of Living Adjustment or Merit Pay Increases.

The Change Level request is for the reallocation of \$7,000 in appropriation between General Ledger Codes to more accurately reflect anticipated expenditures.

The Executive Recommendation provides for the Agency Request.

Appropriation Summary

Appropriation: 198 - Community Grants

Funding Sources: FCN - Child Abuse and Neglect-Federal Grants

Historical Data

Agency Request and Executive Recommendation

Commitment Item	2011-2012	2012-2013	2012-2013	2013-2014			2014-2015		
	Actual	Budget	Authorized	Base Level	Agency	Executive	Base Level	Agency	Executive
Regular Salaries 5010000	37,147	35,429	36,944	35,429	35,429	35,429	35,429	35,429	35,429
#Positions	1	1	1	1	1	1	1	1	1
Personal Services Matching 5010003	12,525	12,435	12,131	12,697	12,697	12,697	12,697	12,697	12,697
Operating Expenses 5020002	11,073	15,000	15,000	15,000	12,000	12,000	15,000	12,000	12,000
Conference & Travel Expenses 5050009	10,524	14,715	14,715	14,715	11,715	11,715	14,715	11,715	11,715
Professional Fees 5060010	0	3,000	3,000	3,000	10,000	10,000	3,000	10,000	10,000
Data Processing 5090012	0	0	0	0	0	0	0	0	0
Grants and Aid 5100004	197,256	205,200	205,200	205,200	204,200	204,200	205,200	204,200	204,200
Capital Outlay 5120011	0	0	0	0	0	0	0	0	0
Total	268,525	285,779	286,990	286,041	286,041	286,041	286,041	286,041	286,041
Funding Sources									
Fund Balance 4000005	99	20,433		20,433	20,433	20,433	34,392	34,392	34,392
Federal Revenue 4000020	288,859	285,779		300,000	300,000	300,000	300,000	300,000	300,000
Total Funding	288,958	306,212		320,433	320,433	320,433	334,392	334,392	334,392
Excess Appropriation/(Funding)	(20,433)	(20,433)		(34,392)	(34,392)	(34,392)	(48,351)	(48,351)	(48,351)
Grand Total	268,525	285,779		286,041	286,041	286,041	286,041	286,041	286,041

FY13 Budget amount in Personal Services Matching exceeds the authorized amount due to matching rate adjustments during the 2011-2013 biennium.

Change Level by Appropriation

Appropriation: 198 - Community Grants
Funding Sources: FCN - Child Abuse and Neglect-Federal Grants

Agency Request

Change Level		2013-2014	Pos	Cumulative	% of BL	2014-2015	Pos	Cumulative	% of BL
BL	Base Level	286,041	1	286,041	100.0	286,041	1	286,041	100.0
C04	Reallocation	0	0	286,041	100.0	0	0	286,041	100.0

Executive Recommendation

Change Level		2013-2014	Pos	Cumulative	% of BL	2014-2015	Pos	Cumulative	% of BL
BL	Base Level	286,041	1	286,041	100.0	286,041	1	286,041	100.0
C04	Reallocation	0	0	286,041	100.0	0	0	286,041	100.0

Justification

C04	The Board is requesting reallocation of appropriation between General Ledger Codes to more accurately reflect anticipated expenses.
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Analysis of Budget Request

Appropriation: F09 - Cash Grants

Funding Sources: NCN - HFA Cash

This appropriation is 100% privately funded through a contract with the Arkansas Home Visiting Network, a program of Arkansas Children's Hospital. The purpose of the Arkansas Home Visiting Network is to expand the availability of home visiting programs in the state and to improve the quality of services provided. Funding from the contract is specifically used by the Board to expand the Healthy Families America (HFA) model of home visitation to additional families in Arkansas.

The Change Level of \$803,408 in each year of the biennium reflects the following:

An increase of \$53,208 in Operating Expenses for the purchase of necessary supplies for the program and to pay Healthy Families America affiliation fees.

An increase of \$165,200 in Professional Fees to provide training and technical assistance to the local Healthy Families America programs.

An increase of \$585,000 in Grants and Aid so that the Agency may award competitive grants to community based organizations to implement Healthy Families America programs.

The Executive Recommendation provides for the Agency Request.

Appropriation Summary

Appropriation: F09 - Cash Grants

Funding Sources: NCN - HFA Cash

Historical Data

Agency Request and Executive Recommendation

Commitment Item		Historical Data			2013-2014			2014-2015		
		2011-2012 Actual	2012-2013 Budget	2012-2013 Authorized	Base Level	Agency	Executive	Base Level	Agency	Executive
Operating Expenses	5020002	11,000	53,208	0	0	53,208	53,208	0	53,208	53,208
Professional Fees	5060010	0	165,200	0	0	165,200	165,200	0	165,200	165,200
Grants and Aid	5100004	0	585,000	0	0	585,000	585,000	0	585,000	585,000
Total		11,000	803,408	0	0	803,408	803,408	0	803,408	803,408
Funding Sources										
Cash Fund	4000045	11,000	803,408		0	803,408	803,408	0	803,408	803,408
Total Funding		11,000	803,408		0	803,408	803,408	0	803,408	803,408
Excess Appropriation/(Funding)		0	0		0	0	0	0	0	0
Grand Total		11,000	803,408		0	803,408	803,408	0	803,408	803,408

Budget exceeds Authorized Appropriation in Operating Expenses, Professional Fees and Grants and Aid due to a transfer from the Cash Fund Holding Account.

Change Level by Appropriation

Appropriation: F09 - Cash Grants
Funding Sources: NCN - HFA Cash

Agency Request

Change Level		2013-2014	Pos	Cumulative	% of BL	2014-2015	Pos	Cumulative	% of BL
BL	Base Level	0	0	0	0.0	0	0	0	0.0
C01	Existing Program	803,408	0	803,408	100.0	803,408	0	803,408	100.0

Executive Recommendation

Change Level		2013-2014	Pos	Cumulative	% of BL	2014-2015	Pos	Cumulative	% of BL
BL	Base Level	0	0	0	0.0	0	0	0	0.0
C01	Existing Program	803,408	0	803,408	100.0	803,408	0	803,408	100.0

Justification

C01	The Board is requesting \$803,408 in appropriation to continue the Healthy Families America Home Visiting program awarded through a contract with Arkansas Children's Hospital Arkansas Home Visiting Network program.
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AR STATE BOARD OF CHIROPRACTIC EXAMINERS

Enabling Laws

Act 262 of 2012
A.C.A. §17-81-101

History and Organization

The Arkansas State Board of Chiropractic Examiners was created by Act 126 of 1915 to create a safeguard for the public health and welfare of the citizens of Arkansas by providing for the licensure and examination of any person practicing or offering to practice Chiropractic in the state. The Arkansas State Board of Chiropractic Examiners Board is a cash agency funded from examination and license renewal fees charged pursuant to subchapter 3 of Arkansas Code Annotated §17-81.

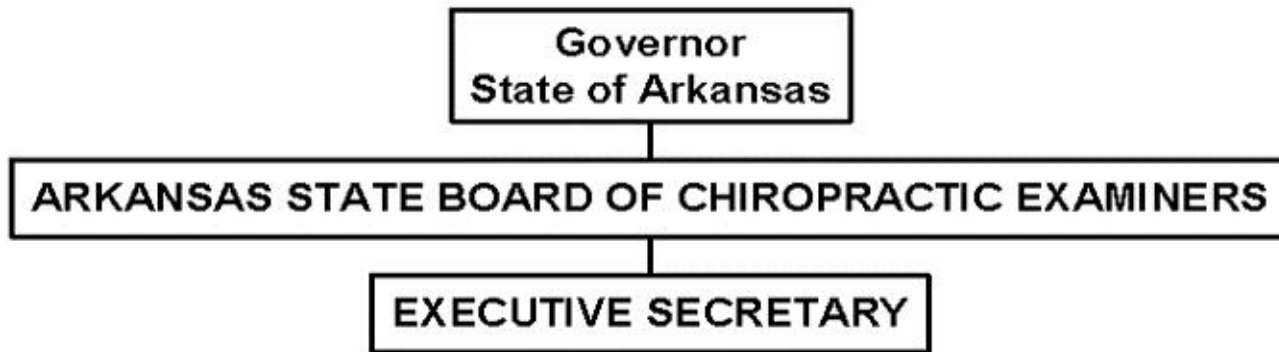
The Arkansas State Board of Chiropractic Examiners was authorized by Act 706 of 1971, for the following purposes:

1. Licensing of qualified Doctors of Chiropractic by Examination.
2. Annual renewal of the license holders both the resident and non-resident.
3. Make suitable bylaws for carrying out its duties.
4. Adopt and revise rules and regulations.
5. To serve as a regulatory, judicial, and disciplinary body for chiropractic practitioners in terms of laws and regulations.

Board Member Functions:

The Board consists of seven members, five of whom must be licensed chiropractors practicing in Arkansas for a period of 5 years, one consumer member and one senior citizen member.

1. Prepare and maintain a current roster of license holders.
2. Empowered to establish the criteria that credentialing candidates must meet.
3. Receive and investigate consumer complaints relating to legal and ethical violations by Doctors of Chiropractic. Conduct disciplinary proceedings.
4. Empowered to make by-laws, rules and regulations for the operation in accordance with the Chiropractic Practice Act.



Agency Commentary

Mission Statement: The State Board of Chiropractic Examiners was created by Act 126 of 1915, as a regulatory board to provide for the licensing and examination of chiropractors, ensuring that any person practicing or offering to practice chiropractic in the state is qualified and licensed, and to safeguard the public health and welfare of the citizens of Arkansas.

The Board is requesting Base Level of \$142,380 in each year of the biennium. In addition to Base Level, the Board requests: 1) a \$6,000 increase in Operating Expenses for Board Member travel, and 2) a \$2,000 increase in Conference and Travel for staff travel. Both requests are due to a higher number of Board Members participating in/traveling to the national meetings.

Audit Findings

DIVISION OF LEGISLATIVE AUDIT
 AUDIT OF :
 ARKANSAS STATE BOARD OF CHIROPRACTIC EXAMINERS
 FOR THE YEAR ENDED JUNE 30, 2010

Findings

The Agency was unable to provide supporting documentation for 38 of 91 expenditures. Documentation was lacking for 24 expenditures with a value of \$15,703, 13 expenditures with a value of \$6,400, and one expenditure with a value of \$62 in fiscal years 2008, 2009, and 2010, respectively.

Recommendations

Improve record keeping practices with respect to the maintenance of source documentation. Review the Department of Finance and Administration’s Financial Management Guide and Ark. Code Ann. §§ 19-4-521 - 19-4-525 for guidance on the classification of appropriations and proper coding of expenditures.

DIVISION OF LEGISLATIVE AUDIT
 AUDIT OF :
 ARKANSAS STATE BOARD OF CHIROPRACTIC EXAMINERS
 FOR THE YEAR ENDED JUNE 30, 2010

Findings

In addition, in fiscal year 2010, two conference/travel related expenditures with a total value of \$2,439 were erroneously coded to maintenance and general operations (general ledger) accounts and appropriation classification as follows:

- \$1,350 in conference fees were recorded as association member dues.
- \$1,089 in travel expenditures were recorded as credit card payments.

The appropriation for conference and travel expenditures was not sufficient to include these expenditures had they been coded correctly.

Bank reconciliations for the Bank of America account were not prepared correctly in fiscal years 2008 and 2009 up until the account was closed in December 2008. The account register balance on the reconciliations was \$1,383 less than the register balance on the actual register. The Agency was unable to explain the variance.

Recommendations

Continue to strengthen internal controls related to cash on deposit.

State Contracts Over \$25,000 Awarded To Minority Owned Businesses Fiscal Year 2012

None

Employment Summary

	Male	Female	Total	%
White Employees	0	1	1	100 %
Black Employees	0	0	0	0 %
Other Racial Minorities	0	0	0	0 %
Total Minorities			0	0 %
Total Employees			1	100 %

Publications

A.C.A. 25-1-204

Name	Statutory Authorization	Required for		# of Copies	Reason(s) for Continued Publication and Distribution
		Governor	General Assembly		
ASBCE Newsletter	A.C.A. 1781206	N	N	600	At the board's direction, distribute information of the board's proceedings and actions for the past year.

Agency Position Usage Report

FY2010 - 2011						FY2011 - 2012					FY2012 - 2013						
Authorized in Act	Budgeted			Unbudgeted Total	% of Authorized Unused	Authorized in Act	Budgeted			Unbudgeted Total	% of Authorized Unused	Authorized in Act	Budgeted			Unbudgeted Total	% of Authorized Unused
	Filled	Unfilled	Total				Filled	Unfilled	Total				Filled	Unfilled	Total		
1	1	0	1	0	0.00 %	1	1	0	1	0	0.00 %	1	1	0	1	0	0.00 %

Analysis of Budget Request

Appropriation: 85F - Operations

Funding Sources: NCH - Cash in Treasury

The Arkansas State Board of Chiropractic Examiners was created by Act 126 of 1915. This Board was created to safeguard the public health and welfare of the citizens of Arkansas by providing for the licensure and examination of any person practicing or offering to practice chiropractic in the State. The Board is a cash agency funded from examination and license renewal fees charged pursuant to subchapter 3 of Arkansas Code Annotated §17-81. The Board utilizes these funds to finance one (1) Regular Salary position, one (1) Extra Help position and provide operating expenses for the administration of the laws governing the practice of chiropractic.

Base Level Regular Salaries and Personal Services Matching includes Career Service payments for eligible employees. Personal Services Matching also includes a \$20 increase in the monthly contribution for State employee's health insurance for a total State match per budgeted employee of \$410 per month. Base Level salaries and matching do not include appropriation for a Cost of Living Adjustment or Merit Pay Increases. The Base Level request for Regular Salaries includes board member stipend payments.

The Change Level of \$8,000 each year reflects the following:

A \$6,000 increase in Operating Expenses to allow board members to attend the annual national and regional meetings.

A \$2,000 increase in Conference and Travel Expenses to allow staff to attend the annual national and regional meetings.

The Executive Recommendation provides for the Agency Request. Expenditure of appropriation is contingent upon available funding.

Appropriation Summary

Appropriation: 85F - Operations
Funding Sources: NCH - Cash in Treasury

Historical Data

Agency Request and Executive Recommendation

Commitment Item	Historical Data			Agency Request and Executive Recommendation			Agency Request and Executive Recommendation		
	2011-2012 Actual	2012-2013 Budget	2012-2013 Authorized	2013-2014			2014-2015		
				Base Level	Agency	Executive	Base Level	Agency	Executive
Regular Salaries 5010000	57,399	54,181	55,153	54,181	54,181	54,181	54,181	54,181	54,181
#Positions	1	1	1	1	1	1	1	1	1
Extra Help 5010001	9,419	8,256	8,256	8,256	8,256	8,256	8,256	8,256	8,256
#Extra Help	1	1	1	1	1	1	1	1	1
Personal Services Matching 5010003	18,975	18,198	17,467	18,503	18,503	18,503	18,503	18,503	18,503
Operating Expenses 5020002	53,701	56,044	50,044	50,044	56,044	56,044	50,044	56,044	56,044
Conference & Travel Expenses 5050009	3,760	5,396	3,396	3,396	5,396	5,396	3,396	5,396	5,396
Professional Fees 5060010	3,005	8,000	8,000	8,000	8,000	8,000	8,000	8,000	8,000
Data Processing 5090012	0	0	0	0	0	0	0	0	0
Capital Outlay 5120011	0	0	0	0	0	0	0	0	0
Total	146,259	150,075	142,316	142,380	150,380	150,380	142,380	150,380	150,380

Funding Sources									
Fund Balance 4000005	204,050	204,967		199,892	199,892	199,892	202,512	194,512	194,512
Cash Fund 4000045	147,176	145,000		145,000	145,000	145,000	145,000	145,000	145,000
Total Funding	351,226	349,967		344,892	344,892	344,892	347,512	339,512	339,512
Excess Appropriation/(Funding)	(204,967)	(199,892)		(202,512)	(194,512)	(194,512)	(205,132)	(189,132)	(189,132)
Grand Total	146,259	150,075		142,380	150,380	150,380	142,380	150,380	150,380

FY13 Budget amount in Personal Services Matching exceeds the authorized amount due to matching rate adjustments during the 2011-2013 biennium.
 Budget exceeds Authorized Appropriation in Operating Expenses and Conference and Travel Expenses due to a transfer from the Cash Fund Holding Account.

Change Level by Appropriation

Appropriation: 85F - Operations
Funding Sources: NCH - Cash in Treasury

Agency Request

Change Level		2013-2014	Pos	Cumulative	% of BL	2014-2015	Pos	Cumulative	% of BL
BL	Base Level	142,380	1	142,380	100.0	142,380	1	142,380	100.0
C01	Existing Program	8,000	0	150,380	105.6	8,000	0	150,380	105.6

Executive Recommendation

Change Level		2013-2014	Pos	Cumulative	% of BL	2014-2015	Pos	Cumulative	% of BL
BL	Base Level	142,380	1	142,380	100.0	142,380	1	142,380	100.0
C01	Existing Program	8,000	0	150,380	105.6	8,000	0	150,380	105.6

Justification

C01	The Board is requesting an increase in Operating Expenses of \$6,000, and an increase of \$2,000 in Conference and Travel Expenses, to allow Board and staff members to attend the annual national and regional meetings.
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CONTRACTORS LICENSING BOARD

Enabling Laws

Act 185 of 2012
A.C.A. §17-25-201
A.C.A. §17-25-103
A.C.A. §17-25-503

History and Organization

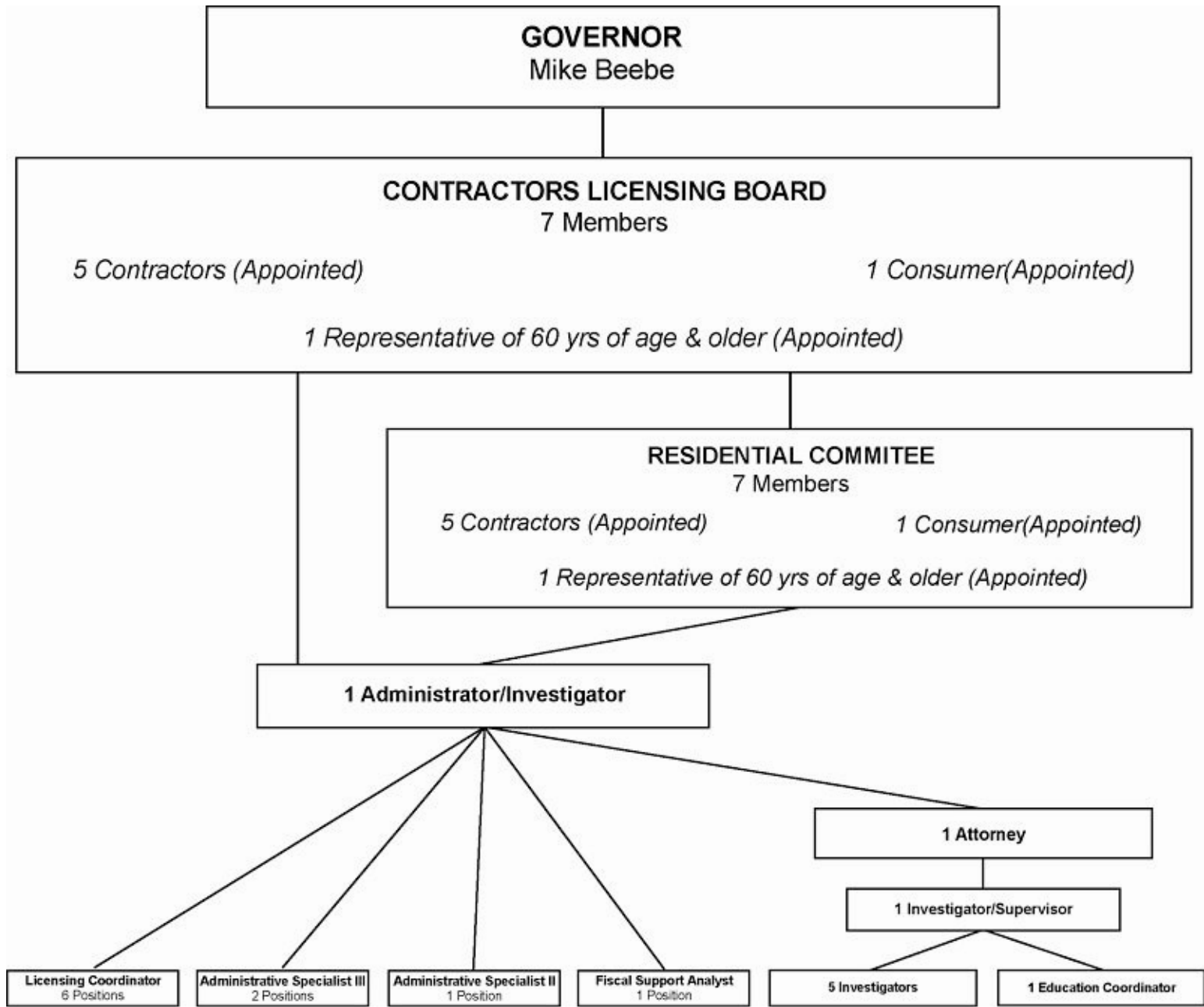
The Contractors Licensing Board was established by Act 124, approved on February 24, 1939, with the intent to preserve public health and safety in the construction industry in the State of Arkansas. Act 150 of 1965, as amended, has been established to efficiently insure public health and safety as well. The Contractors Licensing Board acting within the guidelines of the above mentioned Acts, with the diligence and concern, has endeavored to bring all contractors into compliance with the above mentioned Act.

Act 37 of the special legislative session of 1992 amended Act 162 of 1987 and placed the responsibility of the Contractors Bond Law within the frame work of the Contractors Licensing Board. The Board works well with other agencies to insure the financial obligations of contractors to the State of Arkansas are met. The Contractors Bond Law has closed many gaps of lost revenue for the Revenue Department and other agencies.

Act 950 of 1999 created the Residential Committee to preserve the public health and safety in the residential construction industry in the State of Arkansas. The Residential Committee was placed within the Contractors Board.

The Contractors Licensing Board and its administration is very conscious of cost in relation to services rendered and has been able to implement a program that places this agency in a very cost efficient, economic position.

The Contractors Licensing Board is made up of seven (7) members appointed by the Governor and confirmed by the Senate. The Residential Committee is made up of seven (7) members appointed by the Governor.



Agency Commentary

The operation and programs for the Contractors Licensing Board are prescribed by Act 150 of 1965, as amended, Act 162 of 1987, as amended, and by Act 950 of 1999 as amended. More specifically these operations are: determining qualifications of applicants for contractor license and authorizing the issuance of new and renewal licenses, investigating all alleged and factual violations of the Contractors Licensing Law, the Contractors Bond Law, and the Residential Licensing Law, and bringing such to a conclusion, holding hearings and meetings to bring compliance to the laws of the State of Arkansas. The maximum fee set forth is \$100. At the present time, original applications for a commercial license and a Residential Builders license require a \$100 fee and renewal applications, received on time, require a \$50 fee. Original applications for a Home Improvement license is \$50 and renewal applications, received on time, require a \$25 fee. We currently have approximately 17,000 licensed contractors who are qualified to perform work in the State of Arkansas. The Contractors Licensing Board will meet 23 times a year in the normal course of their business. The Residential Committee will meet 12 times per year. The Contractors Licensing Board staff consists of 1 administrator/investigator, 1 investigator/supervisor, 5 investigators, 6 licensing coordinators, 3 administrative specialist positions, 1 attorney position, 1 education coordinator position and 1 fiscal support analyst position for a total of 19 filled positions.

The Board moved all funds into Treasury accounts during this biennium.

The Board is requesting 2 additional investigator positions and one additional licensing coordinator position, as well as the restoration of an administrative specialist position obtained from the growth pool in February 2012. In all other areas the Board is requesting Base Level for the 2013-2015 biennium.

Audit Findings

DIVISION OF LEGISLATIVE AUDIT
AUDIT OF :
CONTRACTORS LICENSING BOARD
FOR THE YEAR ENDED JUNE 30, 2011

Findings

Recommendations

None

None

State Contracts Over \$25,000 Awarded To Minority Owned Businesses Fiscal Year 2012

None

Employment Summary

	Male	Female	Total	%
White Employees	6	11	17	89 %
Black Employees	0	1	1	5 %
Other Racial Minorities	0	1	1	6 %
Total Minorities			2	11 %
Total Employees			19	100 %

Publications

A.C.A. 25-1-204

Name	Statutory Authorization	Required for		# of Copies	Reason(s) for Continued Publication and Distribution
		Governor	General Assembly		
Contractors License, Law, Bond Law and Rules Regulations	A.C.A. §17-25-315	N	N	3,000	Public Use
New and Renewal Applications	A.C.A. §17-25-303	N	N	25,000	Necessary for Licensure Process
Newsletters Annually	A.C.A. §17-25-206	N	N	17,000	Information Purposes

Agency Position Usage Report

FY2010 - 2011					FY2011 - 2012					FY2012 - 2013							
Authorized in Act	Budgeted			Unbudgeted	% of Authorized Unused	Authorized in Act	Budgeted			Unbudgeted	% of Authorized Unused	Authorized in Act	Budgeted			Unbudgeted	% of Authorized Unused
	Filled	Unfilled	Total	Total			Filled	Unfilled	Total	Total			Filled	Unfilled	Total	Total	
18	18	0	18	0	0.00 %	18	19	0	19	-1	-5.56 %	18	18	1	19	-1	0.00 %

Budgeted Positions exceed Authorized due to 1 position obtained from the Central Growth Pool.

Analysis of Budget Request

Appropriation: 96Z - Treasury Cash

Funding Sources: NLC - Contractor's Licensing Board - Cash in Treasury

The Contractor's Licensing Board is responsible for determining qualifications of applicants for contractor's licenses and authorizing the issuance of new and renewal licenses. The Board investigates all alleged and factual violations of the contractor's licensing law and contractor's bond law as well as holds hearings and assesses penalties to ensure compliance. The Contractor's Licensing Board is funded from the receipt of fees charged for examination, issuance, and renewal of commercial contractor's licenses and penalties associated with violations of regulations pursuant to A.C.A. §17-25-101 et seq. The Board moved all funds to Cash in Treasury accounts during the biennium.

Base Level Regular Salaries and Personal Services Matching includes Career Service payments for eligible employees. Personal Services Matching also includes a \$20 increase in the monthly contribution for State employee's health insurance for a total State match per budgeted employee of \$410 per month. Base Level salaries and matching do not include appropriation for a Cost of Living Adjustment or Merit Pay Increases. The Base Level request for Regular Salaries includes board member stipend payments.

In addition to Base Level, the Agency's Change Level Request of \$172,343 in Regular Salaries and Personal Services Matching provides for 2 additional investigator positions and one additional licensing coordinator position, as well as the restoration of an administrative specialist position obtained from the growth pool in February 2012. These positions are requested because of the increase in licensees from the last biennium from 7,000 to 17,000.

The Executive Recommendation provides for the Agency Request. Expenditure of appropriation contingent upon available funding.

Appropriation Summary

Appropriation: 96Z - Treasury Cash

Funding Sources: NLC - Contractor's Licensing Board - Cash in Treasury

Historical Data

Agency Request and Executive Recommendation

Commitment Item	2011-2012	2012-2013	2012-2013	2013-2014			2014-2015		
	Actual	Budget	Authorized	Base Level	Agency	Executive	Base Level	Agency	Executive
Regular Salaries 5010000	926,843	898,618	910,408	883,794	1,008,978	1,008,978	884,594	1,009,778	1,009,778
#Positions	19	19	18	18	22	22	18	22	22
Personal Services Matching 5010003	274,789	284,592	265,749	281,513	328,672	328,672	281,688	328,847	328,847
Operating Expenses 5020002	328,984	345,481	345,481	345,481	345,481	345,481	345,481	345,481	345,481
Conference & Travel Expenses 5050009	9,296	9,400	9,400	9,400	9,400	9,400	9,400	9,400	9,400
Professional Fees 5060010	33,000	44,000	44,000	44,000	44,000	44,000	44,000	44,000	44,000
Grants and Aid 5100004	123,850	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000
Refunds/Reimbursements 5110014	30,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000
Investments 5120013	0	156,504	156,504	156,504	156,504	156,504	156,504	156,504	156,504
Constr Trades Trng Grants 5900046	0	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000
Construction Industry Training G 5900047	9,900	300,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000
Total	1,736,662	2,438,595	2,431,542	2,420,692	2,593,035	2,593,035	2,421,667	2,594,010	2,594,010

Funding Sources									
Fund Balance 4000005	2,044,024	2,513,647		2,275,052	2,275,052	2,275,052	2,054,360	1,882,017	1,882,017
Cash Fund 4000045	2,206,285	2,200,000		2,200,000	2,200,000	2,200,000	2,200,000	2,200,000	2,200,000
Total Funding	4,250,309	4,713,647		4,475,052	4,475,052	4,475,052	4,254,360	4,082,017	4,082,017
Excess Appropriation/(Funding)	(2,513,647)	(2,275,052)		(2,054,360)	(1,882,017)	(1,882,017)	(1,832,693)	(1,488,007)	(1,488,007)
Grand Total	1,736,662	2,438,595		2,420,692	2,593,035	2,593,035	2,421,667	2,594,010	2,594,010

The FY13 Budget amount in Personal Services Matching exceeds the authorized amount due to matching rate adjustments during the 2011-2013 biennium.

FY13 Budget amounts in Regular Salaries and Personal Services Matching may exceed the authorized amounts due to transfers from the Central Growth Pool during the 2011-2013 biennium.

Change Level by Appropriation

Appropriation: 96Z - Treasury Cash
Funding Sources: NLC - Contractor's Licensing Board - Cash in Treasury

Agency Request

Change Level		2013-2014	Pos	Cumulative	% of BL	2014-2015	Pos	Cumulative	% of BL
BL	Base Level	2,420,692	18	2,420,692	100.0	2,421,667	18	2,421,667	100.0
C01	Existing Program	140,804	3	2,561,496	105.8	140,804	3	2,562,471	105.8
C06	Restore Position/Approp	31,539	1	2,593,035	107.1	31,539	1	2,594,010	107.1

Executive Recommendation

Change Level		2013-2014	Pos	Cumulative	% of BL	2014-2015	Pos	Cumulative	% of BL
BL	Base Level	2,420,692	18	2,420,692	100.0	2,421,667	18	2,421,667	100.0
C01	Existing Program	140,804	3	2,561,496	105.8	140,804	3	2,562,471	105.8
C06	Restore Position/Approp	31,539	1	2,593,035	107.1	31,539	1	2,594,010	107.1

Justification

C01	At the time of the last budget request, the Board licensed approximately 7,000 contractors. Today, the Board licenses approximately 17,000 contractors, which represents an approximate increase of 140%. In order to continue to serve the State of Arkansas in general and licensed contractors in particular, two Contractors Board Investigator positions and one Contractors Licensing Coordinator position are being requested.
C06	The Board is requesting the continuation of one position, Administrative Specialist II (C109), obtained from the growth pool in February 2012 to provide continued support to the agency for the increased number of licensed contractors.

AR CORN & GRAIN SORGHUM PROMOTION BOARD

Enabling Laws

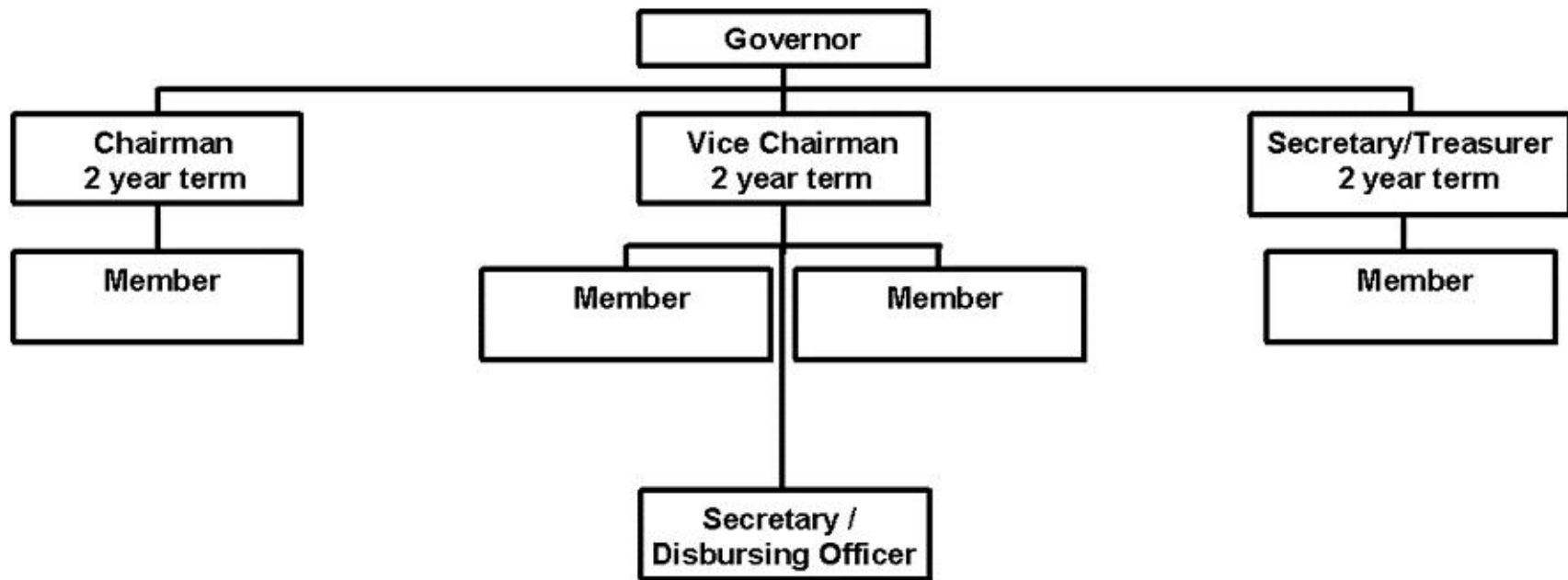
Act 44 of 2012
A.C.A. §2-20-804 et seq.

History and Organization

The Arkansas Corn and Grain Sorghum Board was created by Act 271 of 1997. Its mission is to promote the growth and development of the corn and grain sorghum industries in Arkansas by research, extension, promotion and market development, thereby promoting the general welfare of the people of Arkansas.

The Board is made up of seven members appointed by the Governor. Three are nominated by and represent the Arkansas Farm Bureau Federation, and two each are nominated by and represent Riceland Foods, Inc. and The Agriculture Council of Arkansas. The Board is administered by the Executive Vice President of Arkansas Farm Bureau Federation or his designee.

The Board administers a one cent per bushel assessment on all corn and grain sorghum grown in Arkansas for market. The funds enter the State Treasury, and are disbursed by the Board to fund corn and grain sorghum research and promotion efforts.



Agency Commentary

The Arkansas Corn and Grain Sorghum Board budget is funded entirely by special revenues collected from a one cent per bushel check off on all corn and grain sorghum produced in Arkansas for market. In addition to Base Level appropriation of \$950,000, the Board requests Research/Development appropriation of \$250,000 in each year of the biennium to provide for increased costs in the promotion of research and development of corn and grain sorghum.

An allocation of these special revenue funds will be used to fund corn and grain sorghum related research projects through the University of Arkansas and private research companies as the Board sees fit. Projects will be individually approved and monitored by the Board. The Board welcomes project proposals at their first quarter meeting.

Audit Findings

DIVISION OF LEGISLATIVE AUDIT
AUDIT OF :
ARKANSAS CORN AND GRAIN SORGHUM PROMOTION BOARD
FOR THE YEAR ENDED JUNE 30, 2011

Findings

Recommendations

None

None

State Contracts Over \$25,000 Awarded To Minority Owned Businesses Fiscal Year 2012

None

Publications

A.C.A. 25-1-204

Name	Statutory Authorization	Required for		# of Copies	Reason(s) for Continued Publication and Distribution
		Governor	General Assembly		
None	N/A	N	N	0	N/A

Agency Position Usage Report

FY2010 - 2011						FY2011 - 2012					FY2012 - 2013						
Authorized in Act	Budgeted			Unbudgeted	% of Authorized Unused	Authorized in Act	Budgeted			Unbudgeted	% of Authorized Unused	Authorized in Act	Budgeted			Unbudgeted	% of Authorized Unused
	Filled	Unfilled	Total	Total			Filled	Unfilled	Total	Total			Filled	Unfilled	Total	Total	
0	0	0	0	0	0.00 %	0	0	0	0	0	0.00 %	0	0	0	0	0	0.00 %

Analysis of Budget Request

Appropriation: 686 - Corn and Grain Sorghum

Funding Sources: SGS - AR Corn and Grain Sorghum Promotion Board Fund

The purpose of the Corn and Grain Sorghum Promotion Board is to promote the growth and development of the corn and grain sorghum industries in the State of Arkansas. The funds are primarily used to maintain a program of research through the University of Arkansas Agricultural Experiment Station and Cooperative Extension Service. A small portion is used for other programs designed to enhance the Arkansas corn and grain sorghum industries.

The Board is funded entirely by Special Revenues collected from a one cent per bushel assessment at the first point of sale or when the corn or grain sorghum enters the USDA loan program and is applicable to all corn and grain sorghum produced in Arkansas for market. The Board utilizes these funds to finance operating expenses and to conduct a program of research, market development and promotion.

The Agency Change Level Request reflects additional Research/Development appropriation of \$250,000 each year due to increased costs in the promotion of research and development of corn and grain sorghum, contingent upon available funding.

The Executive Recommendations provides for the Agency Request.

Appropriation Summary

Appropriation: 686 - Corn and Grain Sorghum

Funding Sources: SGS - AR Corn and Grain Sorghum Promotion Board Fund

Historical Data

Agency Request and Executive Recommendation

Commitment Item		2011-2012	2012-2013	2012-2013	2013-2014			2014-2015		
		Actual	Budget	Authorized	Base Level	Agency	Executive	Base Level	Agency	Executive
Operating Expenses	5020002	24,808	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000
Conference & Travel Expenses	5050009	0	0	0	0	0	0	0	0	0
Professional Fees	5060010	0	0	0	0	0	0	0	0	0
Data Processing	5090012	0	0	0	0	0	0	0	0	0
Capital Outlay	5120011	0	0	0	0	0	0	0	0	0
Research/Development	5900031	797,786	925,000	1,175,000	925,000	1,175,000	1,175,000	925,000	1,175,000	1,175,000
Total		822,594	950,000	1,200,000	950,000	1,200,000	1,200,000	950,000	1,200,000	1,200,000
Funding Sources										
Fund Balance	4000005	168,218	6,046		0	0	0	0	0	0
Special Revenue	4000030	660,422	781,790		781,790	781,790	781,790	781,790	781,790	781,790
Total Funding		828,640	787,836		781,790	781,790	781,790	781,790	781,790	781,790
Excess Appropriation/(Funding)		(6,046)	162,164		168,210	418,210	418,210	168,210	418,210	418,210
Grand Total		822,594	950,000		950,000	1,200,000	1,200,000	950,000	1,200,000	1,200,000

Change Level by Appropriation

Appropriation: 686 - Corn and Grain Sorghum

Funding Sources: SGS - AR Corn and Grain Sorghum Promotion Board Fund

Agency Request

Change Level		2013-2014	Pos	Cumulative	% of BL	2014-2015	Pos	Cumulative	% of BL
BL	Base Level	950,000	0	950,000	100.0	950,000	0	950,000	100.0
C01	Existing Program	250,000	0	1,200,000	126.3	250,000	0	1,200,000	126.3

Executive Recommendation

Change Level		2013-2014	Pos	Cumulative	% of BL	2014-2015	Pos	Cumulative	% of BL
BL	Base Level	950,000	0	950,000	100.0	950,000	0	950,000	100.0
C01	Existing Program	250,000	0	1,200,000	126.3	250,000	0	1,200,000	126.3

Justification

C01	Appropriation provides for increased costs in the promotion of research and development of corn and grain sorghum.								
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ARKANSAS BOARD OF EXAMINERS IN COUNSELING

Enabling Laws

Act 48 of 2012
A.C.A. §17-27-101

History and Organization

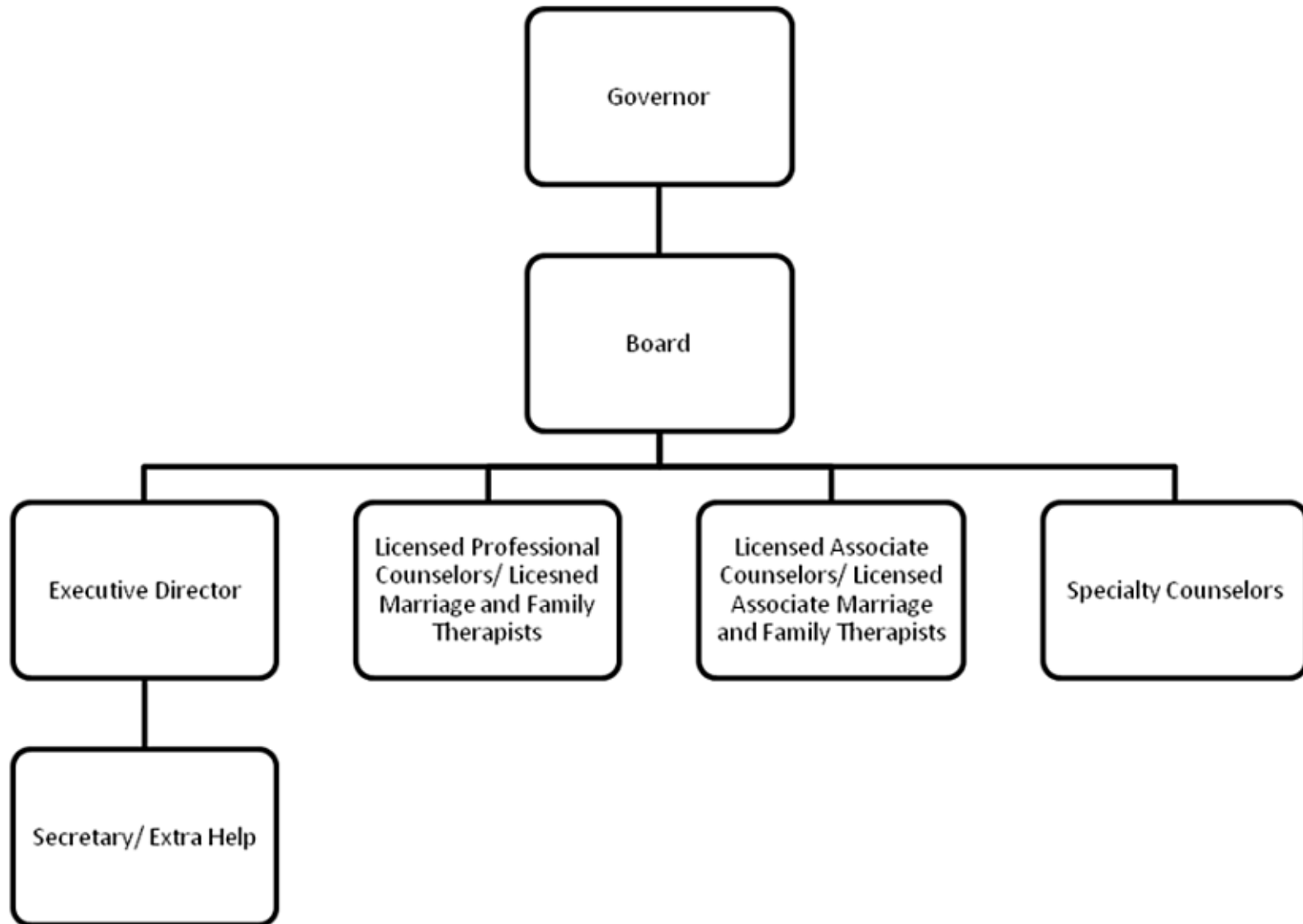
The Arkansas Board of Examiners in Counseling regulates the title and practice of Counselors and Marriage and Family Therapists in the State of Arkansas. The Board examines the credentials for each applicant prior to granting an Arkansas license. Specialization licenses are issued based on the generic license being in good standing. National standards must be met prior to such issue; the Board examines training and qualifications to ensure standards are met. The Board monitors and records the supervision of each new licensee until the license holder has completed the mandated three (3) years of supervised practice. The Board conducts investigations into violations of Statutes, Rules and Regulations based on complaints, practice without license, and/or information received by the Board administrative office. If the complaints are valid and have sufficient merit, formal investigations are conducted under the direction of the Attorney General's staff. If deemed necessary at the conclusion of the investigation, administrative hearings are held to resolve the issue by dismissal of the complaint, probation, suspension or revocation of the license.

The mission is to protect the public and to ensure quality of counseling services being provided to the citizens of Arkansas. The staff is responsible for the operation of the Board, for carrying out the policies of the Board, and making monthly detailed reports and recommendations to the Board.

The General Assembly of the State of Arkansas approved Act 593 of 1979 (A.C.A. §17-27-101) in the Regular Session, 1979. The General Assembly approved Act 244 of 1997 to amend A.C.A. §17-27-101 through 104 and approved Act 1317 of 1997 to amend A.C.A. §17-1-103 in the Regular Session, 1997. The Acts provided for the regulation of the practice and the use of the titles of Counseling, Marriage and Family Therapy, and the Specialization Licenses created by the Board of Examiners in Counseling, prescribed the powers and duties of the Board, and provided for the examination and licensure of Counselors and Marriage and Family Therapists, and provided for the examination and licensure of those with specialized training in the field of Counseling and Marriage and Family Therapy.

The Board of Examiners in Counseling, was first composed of seven (7) members appointed by the Governor sixty days after July 1, 1997, in the manner and for the terms of office provided in Act 593 of 1979. A retired citizen board member was appointed in the fall of 1984 and a Marriage and Family Therapist was appointed in the fall of 1997, bringing the Board's current membership to a total of nine (9) members.

The Board meets regularly the second weekend of each month and if necessitated by Administrative Hearings scheduled for additional days.



Agency Commentary

The Arkansas Board of Examiners in Counseling protects the public of Arkansas and ensures the quality of Counseling and Marriage and Family Therapy services being provided to the citizens of Arkansas through regulation of title and practice of the persons licensed by the Board, A.C.A. §17-27-101 et seq.

The Board requests the reclassification of the Administrative Specialist II C109 to Administrative Analyst C115. This reclassification is necessary in order to maintain appropriate compensation for the position in the Counseling Board.

Increases to Base Level Extra Help appropriation for additional clerical help is needed because of increases in applications, Licensed Associate Counselors (LAC) supervision reporting, scanning for electronic conversion, entering data into e-files, and shredding the contents of twenty-five file cabinets.

Increase requested in Operating Expenses of \$2,100 for the annual fee paid to INA for website maintenance.

The requested increases are minimal for the operation of the Board to competently regulate the title and practice for the mandated regulatory functions of the Board. Funds for the requested increases are available and unencumbered. Funding for this Board is supported from fees collected by the Board. No state funds are appropriated for the operation of the Board.

Audit Findings

DIVISION OF LEGISLATIVE AUDIT
AUDIT OF :
ARKANSAS STATE BOARD OF EXAMINERS IN COUNSELING
FOR THE YEAR ENDED JUNE 30, 2010

Findings	Recommendations
None	None

State Contracts Over \$25,000 Awarded To Minority Owned Businesses Fiscal Year 2012

None

Employment Summary

	Male	Female	Total	%
White Employees	0	3	3	100 %
Black Employees	0	0	0	0 %
Other Racial Minorities	0	0	0	0 %
Total Minorities			0	0 %
Total Employees			3	100 %

Publications

A.C.A. 25-1-204

Name	Statutory Authorization	Required for		# of Copies	Reason(s) for Continued Publication and Distribution
		Governor	General Assembly		
Minutes	A.C.A. §17-27-201	N	N	16	Distribution to Board
Mission Statement	A.C.A. §17-27-201	N	N	4	Statutory for Public Use
Publication	A.C.A. §17-27-201	N	N	1	Members & Legislative Council Library

Agency Position Usage Report

FY2010 - 2011						FY2011 - 2012					FY2012 - 2013						
Authorized in Act	Budgeted			Unbudgeted	% of Authorized Unused	Authorized in Act	Budgeted			Unbudgeted	% of Authorized Unused	Authorized in Act	Budgeted			Unbudgeted	% of Authorized Unused
	Filled	Unfilled	Total	Total			Filled	Unfilled	Total	Total			Filled	Unfilled	Total	Total	
3	2	1	3	0	33.33 %	3	3	0	3	0	0.00 %	3	3	0	3	0	0.00 %

Analysis of Budget Request

Appropriation: 1GE - Counseling Operations

Funding Sources: NEC - Cash in Treasury

The Board of Examiners in Counseling is established under A.C.A. § 17-27-201 and consists of eight (8) members appointed by the Governor. The Board is authorized to adopt rules, regulations and procedures to carry out the duties authorized; is required to adopt the Code of Ethics of the American Counseling Association and any revisions or additions deemed appropriate by the Board to govern appropriate practice or behavior relative to counseling services; is required to adopt the Code of Ethics of the American Association of Marriage and Family Therapy to govern licensed marriage and family therapists and licensed associate marriage and family therapists; and is required to charge an application fee determined by the Board. Additionally, the Board is authorized to accept grants from foundations and institutions to carry out its functions and hire assistants as are necessary to perform its activities. The Board has purview over Professional Counselors, Associate Counselors, Marriage and Family Therapists and Associate Marriage and Family Therapists. A.C.A. §17-27-313 requires that each first-time applicant for a license issued by the Arkansas Board of Examiners in Counseling apply to the Identification Bureau of the Department of Arkansas State Police for a state and national criminal background check to be conducted by the Federal Bureau of Investigation. This appropriation authorizes expenditures for all operations of the Board to include the administration of examinations and licensure. The Board processes its operations and payroll through the State Treasury. Fees are collected from initial licensure and biannual renewal of licenses.

Base Level Regular Salaries and Personal Services Matching includes Career Service payments for eligible employees. Personal Services Matching also includes a \$20 increase in the monthly contribution for State employee's health insurance for a total State match per budgeted employee of \$410 per month. Base Level salaries and matching do not include appropriation for a Cost of Living Adjustment or Merit Pay Increases.

The Board's Change Level request of \$10,165 reflects the following:

- Reclassification of the Administrative Specialist II C109 to Administrative Analyst C115.
- Extra Help of \$7,488 in addition to \$577 in associated Personal Services Matching is for additional clerical help in each year of the 2013-2015 biennium.
- Operating Expenses of \$2,100 for the annual fee paid to INA for website maintenance.

The Executive Recommendation provides for the Agency Request except for the position reclassification. Expenditure of appropriation is contingent upon available funding.

Appropriation Summary

Appropriation: 1GE - Counseling Operations

Funding Sources: NEC - Cash in Treasury

Historical Data

Agency Request and Executive Recommendation

Commitment Item	Historical Data			Agency Request and Executive Recommendation			Agency Request and Executive Recommendation		
	2011-2012 Actual	2012-2013 Budget	2012-2013 Authorized	2013-2014			2014-2015		
				Base Level	Agency	Executive	Base Level	Agency	Executive
Regular Salaries 5010000	129,206	118,116	117,486	118,216	118,216	118,216	118,216	118,216	118,216
#Positions	3	3	3	3	3	3	3	3	3
Extra Help 5010001	4,393	9,000	9,000	9,000	16,488	16,488	9,000	16,488	16,488
#Extra Help	2	2	2	2	2	2	2	2	2
Personal Services Matching 5010003	41,016	43,868	43,999	44,696	45,273	45,273	44,696	45,273	45,273
Overtime 5010006	3,574	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000
Operating Expenses 5020002	108,463	81,962	81,962	81,962	84,062	84,062	81,962	84,062	84,062
Conference & Travel Expenses 5050009	0	0	0	0	0	0	0	0	0
Professional Fees 5060010	8,144	8,976	8,976	8,976	8,976	8,976	8,976	8,976	8,976
Data Processing 5090012	0	0	0	0	0	0	0	0	0
Capital Outlay 5120011	7,044	0	0	0	0	0	0	0	0
Testing Fees 5900046	0	50	50	50	50	50	50	50	50
Total	301,840	276,972	276,473	277,900	288,065	288,065	277,900	288,065	288,065
Funding Sources									
Fund Balance 4000005	501,184	526,901		576,429	576,429	576,429	625,029	614,864	614,864
Cash Fund 4000045	327,557	326,500		326,500	326,500	326,500	326,500	326,500	326,500
Total Funding	828,741	853,401		902,929	902,929	902,929	951,529	941,364	941,364
Excess Appropriation/(Funding)	(526,901)	(576,429)		(625,029)	(614,864)	(614,864)	(673,629)	(653,299)	(653,299)
Grand Total	301,840	276,972		277,900	288,065	288,065	277,900	288,065	288,065

FY13 Budget amount in Regular Salaries exceeds the authorized amount due to salary adjustments during the 2011-2013 biennium.

Change Level by Appropriation

Appropriation: 1GE - Counseling Operations
Funding Sources: NEC - Cash in Treasury

Agency Request

Change Level		2013-2014	Pos	Cumulative	% of BL	2014-2015	Pos	Cumulative	% of BL
BL	Base Level	277,900	3	277,900	100.0	277,900	3	277,900	100.0
C01	Existing Program	10,165	0	288,065	103.7	10,165	0	288,065	103.7
C10	Reclass	0	0	288,065	103.7	0	0	288,065	103.7

Executive Recommendation

Change Level		2013-2014	Pos	Cumulative	% of BL	2014-2015	Pos	Cumulative	% of BL
BL	Base Level	277,900	3	277,900	100.0	277,900	3	277,900	100.0
C01	Existing Program	10,165	0	288,065	103.7	10,165	0	288,065	103.7
C10	Reclass	0	0	288,065	103.7	0	0	288,065	103.7

Justification

C01	The agency is requesting additional Extra Help and associated Personal Services Matching appropriation of \$8,065 for extra clerical help needed because of increases in applicants, LAC supervision reporting, scanning for electronic conversion, entering data into e-files, and shredding the contents of twenty-five file cabinets. The agency also requests an appropriation increase of \$2,100 in Operating Expenses for the annual fee paid to INA for website maintenance.
C10	A reclassification is requested for the Administrative Specialist II position (C109) to an Administrative Analyst position (C115). The Executive Recommendation does not provide for the reclassification.

ARKANSAS DIETETICS LICENSING BOARD

Enabling Laws

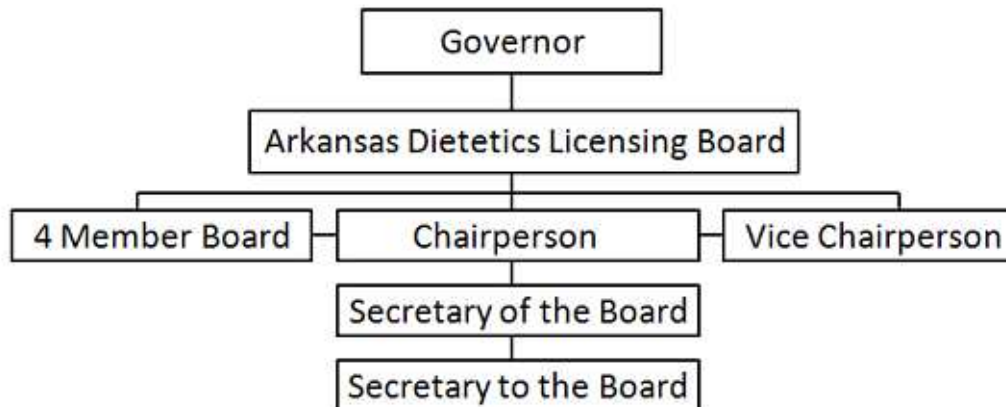
Act 40 of 2012
A.C.A. §17-83-101 thru §17-83-308

History and Organization

The Mission of the Arkansas Dietetics Licensing Board is to protect and serve the citizens of Arkansas by providing licensing and regulation of individuals qualified to engage in the practice of dietetics. Healthy Arkansans are an investment in our future.

The Arkansas Dietetics Licensing Board was established by A.C.A. §17-83-101 et seq. and subsequently amended by Acts 786 of 1991 and 250 of 1997. This legislation provides for the definition, examination, and licensing of dietitians. It also defines the duties and powers of the Board.

The Board is comprised of seven (7) members, all of whom are Arkansas residents, four (4) of which are Licensed Dietitians, and three (3) who are representatives of the public at large. The members of the Board are appointed by the Governor, with the consent of the Senate, and serve staggered terms of five (5) years each beginning January 15 of odd-numbered years. The Board is comprised of a Chairperson, Vice-Chairperson, and Secretary. The Board's staff is comprised of a Secretary, who administers the office under the direction of the Secretary of the Board.



Agency Commentary

A.C.A. §17-83-101 et seq. established the Arkansas Dietetics Licensing Board. The Board is responsible for the licensure and regulation of individuals qualified to engage in the practice of dietetics. The Board currently has one (1) authorized position and appropriation for regular salaries, personal services matching and operating expenses. The operations of the Board are funded from the receipt of fees charged pursuant to A.C.A. §17-83-203.

Base Level is requested for the 2013-2015 biennium as the current appropriated amount for Operating Expenses is sufficient for the daily operations of the Board.

Audit Findings

DIVISION OF LEGISLATIVE AUDIT
AUDIT OF :
ARKANSAS DIETETICS LICENSING BOARD
FOR THE YEAR ENDED JUNE 30, 2010

Findings

According to Act 78 of 2007, the maximum annual salary for the board's part-time secretary was \$16,979. However, the annual salary reflected in AASIS was \$30,871, which was equivalent to a full time employee based on the hourly pay rate. The employee received a merit pay bonus in fiscal year 2008 of "exceeds standards", which should have equaled 4.5% of the employee's annual salary, but because the annual salary in AASIS was for a full time employee, the automated calculation resulted in an overpayment of \$625. The employee's annual salary in AASIS is correctly recorded for all prior and subsequent years.

Recommendations

Coordinate with the Department of Finance and Administration - Office of Personnel Management to determine how the annual salary was mistakenly entered into the accounting system for that year and how the overpayment should be recouped.

State Contracts Over \$25,000 Awarded To Minority Owned Businesses Fiscal Year 2012

None

Employment Summary

	Male	Female	Total	%
White Employees	0	1	1	100 %
Black Employees	0	0	0	0 %
Other Racial Minorities	0	0	0	0 %
Total Minorities			0	0 %
Total Employees			1	100 %

Publications

A.C.A. 25-1-204

Name	Statutory Authorization	Required for		# of Copies	Reason(s) for Continued Publication and Distribution
		Governor	General Assembly		
None	N/A	N	N	0	N/A

Agency Position Usage Report

FY2010 - 2011						FY2011 - 2012						FY2012 - 2013					
Authorized in Act	Budgeted			Unbudgeted Total	% of Authorized Unused	Authorized in Act	Budgeted			Unbudgeted Total	% of Authorized Unused	Authorized in Act	Budgeted			Unbudgeted Total	% of Authorized Unused
	Filled	Unfilled	Total				Filled	Unfilled	Total				Filled	Unfilled	Total		
1	1	0	1	0	0.00 %	1	1	0	1	0	0.00 %	1	1	0	1	0	0.00 %

Analysis of Budget Request

Appropriation: 4KR - Dietetics Licensing Operations

Funding Sources: NDLCash in Treasury

The Arkansas Dietetics Licensing Board was established by Act 392 of 1989, as amended. The Board is a cash agency funded from application and license renewal fees charged pursuant to A.C.A. §17-83-203. Duties of the Board include the licensure and regulation of individuals qualified to engage in the practice of dietetics and other nutrition care services.

Base Level Regular Salaries and Personal Services Matching includes Career Service payments for eligible employees. Personal Services Matching also includes a \$20 increase in the monthly contribution for State employee's health insurance for a total State match per budgeted employee of \$410 per month. Base Level salaries and matching do not include appropriation for a Cost of Living Adjustment or Merit Pay Increases.

The Board is requesting Base Level of \$35,853 for each year of the biennium.

The Executive Recommendation provides for the Agency Request. Expenditure of appropriation is contingent upon available funding.

Appropriation Summary

Appropriation: 4KR - Dietetics Licensing Operations

Funding Sources: NDL-Cash in Treasury

Historical Data

Agency Request and Executive Recommendation

Commitment Item	Historical Data			Agency Request and Executive Recommendation			Agency Request and Executive Recommendation		
	2011-2012 Actual	2012-2013 Budget	2012-2013 Authorized	2013-2014			2014-2015		
				Base Level	Agency	Executive	Base Level	Agency	Executive
Regular Salaries 5010000	18,710	18,617	19,388	18,617	18,617	18,617	18,617	18,617	18,617
#Positions	1	1	1	1	1	1	1	1	1
Personal Services Matching 5010003	8,639	8,755	8,470	9,007	9,007	9,007	9,007	9,007	9,007
Operating Expenses 5020002	4,867	8,229	8,229	8,229	8,229	8,229	8,229	8,229	8,229
Conference & Travel Expenses 5050009	0	0	0	0	0	0	0	0	0
Professional Fees 5060010	0	0	0	0	0	0	0	0	0
Data Processing 5090012	0	0	0	0	0	0	0	0	0
Capital Outlay 5120011	0	0	0	0	0	0	0	0	0
Total	32,216	35,601	36,087	35,853	35,853	35,853	35,853	35,853	35,853
Funding Sources									
Fund Balance 4000005	151,009	157,256		154,655	154,655	154,655	151,802	151,802	151,802
Cash Fund 4000045	38,463	33,000		33,000	33,000	33,000	33,000	33,000	33,000
Total Funding	189,472	190,256		187,655	187,655	187,655	184,802	184,802	184,802
Excess Appropriation/(Funding)	(157,256)	(154,655)		(151,802)	(151,802)	(151,802)	(148,949)	(148,949)	(148,949)
Grand Total	32,216	35,601		35,853	35,853	35,853	35,853	35,853	35,853

FY13 Budget amount in Personal Services Matching exceeds the authorized amount due to matching rate adjustments during the 2011-2013 biennium.

STATE BOARD OF DISPENSING OPTICIANS

Enabling Laws

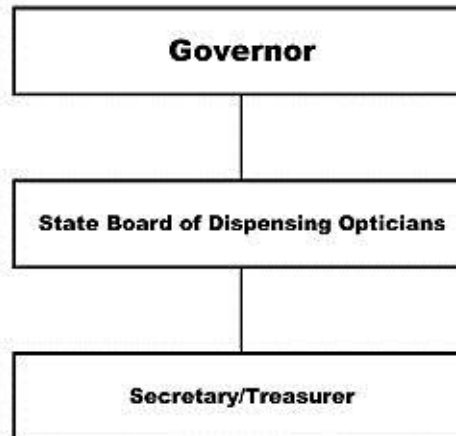
Act 181 of 2012
A.C.A. §17-89-201

History and Organization

The Arkansas Board of Dispensing Opticians was created by A.C.A. §17-89-201 et seq. The Board is composed of nine (9) members appointed by the Governor. The purpose of the Board is to protect the public from those persons who are untrained and unqualified and are in the business of dispensing materials. Ophthalmic dispensing covers the preparation of laboratory work orders, verification and dispensing of spectacle lenses, spectacles and eyeglasses to the intended wearer thereof on a written prescription from a licensed physician skilled in the disease of the eye or licensed optometrist.

The Board evaluates the qualifications and supervises the examination of applicants for licensure or registry. The Board also investigates complaints, allegations, and charges of practices violating the provisions of the establishing act.

The Board has three hundred fifty (350) licensed and registered Opticians, and one hundred fifty (150) apprentice Opticians.



Agency Commentary

The Board of Dispensing Opticians is responsible for the protection of the public from abuse by optical dispensers. The Board answers complaints by the public concerning certified Opticians. The Board evaluates the qualifications and supervises the examination of applicants for licensure or registry. The Board also investigates complaints, allegations, and charges of practices violating the provisions of the establishing Act.

The Board is requesting Base Level for the 2013-2015 biennium.

Audit Findings

DIVISION OF LEGISLATIVE AUDIT
AUDIT OF :
ARKANSAS BOARD OF DISPENSING OPTICIANS

Findings

Recommendations

A separate report for this Agency was not issued. However, financial activity for the .
Agency was included in the audit of the State's CAFR for the year ended June 30, 2011.

State Contracts Over \$25,000 Awarded To Minority Owned Businesses Fiscal Year 2012

None

Employment Summary

	Male	Female	Total	%
White Employees	0	1	1	100 %
Black Employees	0	0	0	0 %
Other Racial Minorities	0	0	0	0 %
Total Minorities			0	0 %
Total Employees			1	100 %

Publications

A.C.A. 25-1-204

Name	Statutory Authorization	Required for		# of Copies	Reason(s) for Continued Publication and Distribution
		Governor	General Assembly		
None	N/A	N	N	0	N/A

Agency Position Usage Report

FY2010 - 2011						FY2011 - 2012					FY2012 - 2013						
Authorized in Act	Budgeted			Unbudgeted Total	% of Authorized Unused	Authorized in Act	Budgeted			Unbudgeted Total	% of Authorized Unused	Authorized in Act	Budgeted			Unbudgeted Total	% of Authorized Unused
	Filled	Unfilled	Total				Filled	Unfilled	Total				Filled	Unfilled	Total		
1	1	0	1	0	0.00 %	1	1	0	1	0	0.00 %	1	1	0	1	0	0.00 %

Analysis of Budget Request

Appropriation: 2KN - Dispensing Opticians

Funding Sources: SDB - Dispensing Opticians Board

The State Board of Dispensing Opticians was established by Act 589 of 1981 and consists of nine (9) members appointed by the Governor. The Board's primary mission is to protect the visual health of the citizens of Arkansas by maintaining rules, regulations, and license requirements for opticians that ensure competence, credibility and integrity within the profession. This appropriation is funded from the receipt of fees charged by the Agency, as authorized by A.C.A. §17-89-101 et seq.

Base Level Regular Salaries and Personal Services Matching includes Career Service payments for eligible employees. Personal Services Matching also includes a \$20 increase in the monthly contribution for State employee's health insurance for a total State match per budgeted employee of \$410 per month. Base Level salaries and matching do not include appropriation for a Cost of Living Adjustment or Merit Pay Increases.

The Agency is requesting Base Level of \$47,483 for each year of the 2013-2015 biennium.

The Executive Recommendation provides for the Agency Request.

Appropriation Summary

Appropriation: 2KN - Dispensing Opticians

Funding Sources: SDB - Dispensing Opticians Board

Historical Data

Agency Request and Executive Recommendation

Commitment Item	Historical Data			Agency Request and Executive Recommendation			Agency Request and Executive Recommendation		
	2011-2012 Actual	2012-2013 Budget	2012-2013 Authorized	2013-2014			2014-2015		
				Base Level	Agency	Executive	Base Level	Agency	Executive
Regular Salaries 5010000	11,998	14,359	14,804	14,459	14,459	14,459	14,459	14,459	14,459
#Positions	1	1	1	1	1	1	1	1	1
Extra Help 5010001	618	1,200	1,200	1,200	1,200	1,200	1,200	1,200	1,200
#Extra Help	1	1	1	1	1	1	1	1	1
Personal Services Matching 5010003	7,133	7,453	7,213	7,724	7,724	7,724	7,724	7,724	7,724
Operating Expenses 5020002	20,844	17,900	20,900	17,900	17,900	17,900	17,900	17,900	17,900
Conference & Travel Expenses 5050009	0	0	0	0	0	0	0	0	0
Professional Fees 5060010	3,000	6,000	3,000	6,000	6,000	6,000	6,000	6,000	6,000
Data Processing 5090012	0	0	0	0	0	0	0	0	0
Refunds/Reimbursements 5110014	0	200	200	200	200	200	200	200	200
Capital Outlay 5120011	0	0	0	0	0	0	0	0	0
Total	43,593	47,112	47,317	47,483	47,483	47,483	47,483	47,483	47,483
Funding Sources									
Fund Balance 4000005	209,258	209,545		207,433	207,433	207,433	204,950	204,950	204,950
Cash Fund 4000045	43,880	45,000		45,000	45,000	45,000	45,000	45,000	45,000
Total Funding	253,138	254,545		252,433	252,433	252,433	249,950	249,950	249,950
Excess Appropriation/(Funding)	(209,545)	(207,433)		(204,950)	(204,950)	(204,950)	(202,467)	(202,467)	(202,467)
Grand Total	43,593	47,112		47,483	47,483	47,483	47,483	47,483	47,483

The FY13 Budget amount in Personal Services Matching exceeds the authorized amount due to matching rate adjustments during the 2011-2013 biennium.
Budget exceeds Authorized Appropriation in Professional Fees by authority of a Budget Classification Transfer.

STATE BOARD OF EMBALMERS & FUNERAL DIRECTORS

Enabling Laws

Act 73 of 2012
A.C.A. §17-29-201, et seq.

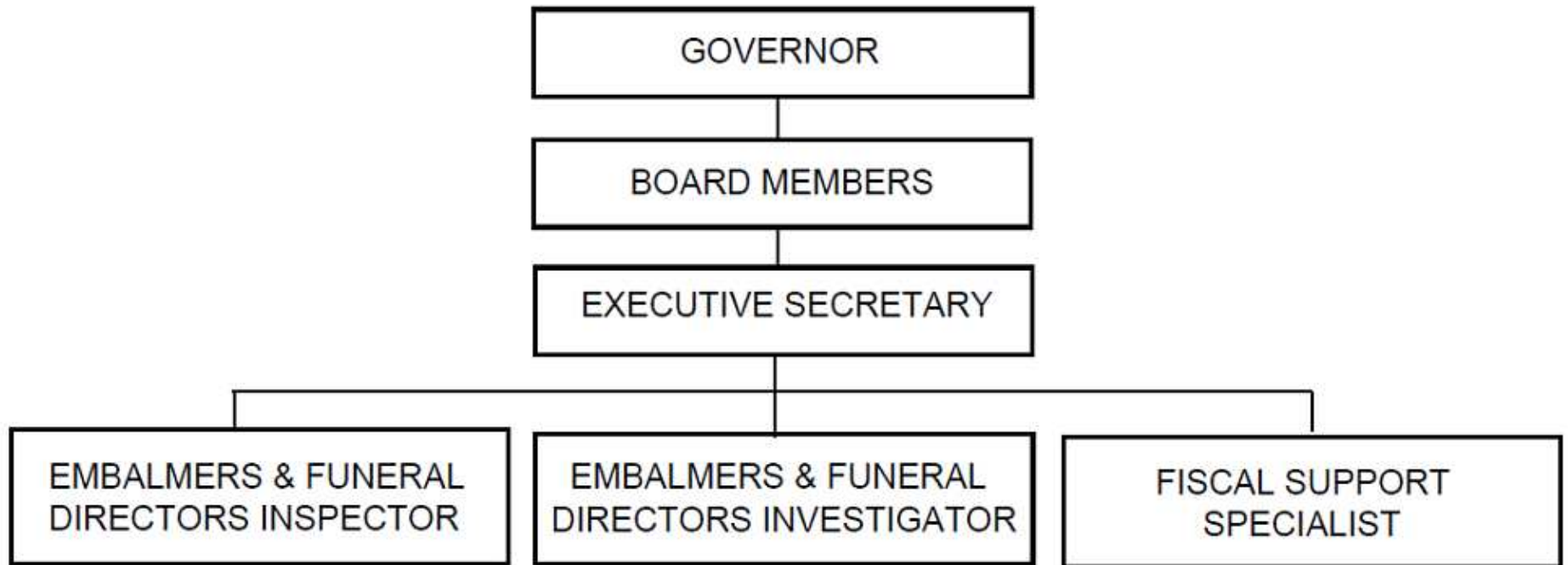
History and Organization

The Embalmers Board was established in 1909 for the purpose of regulating and licensing embalmers. In 1983, Act 325 established the State Board of Embalmers and Funeral Directors ("Board") to include the licensing of funeral directors as well as funeral establishments. The mission of the Board is to protect the health, safety and welfare of the public by ensuring that those individuals and establishments charged with the care and custody of human remains are properly trained and licensed.

The Board is comprised of 7 members, 5 funeral professionals, 1 consumer member and 1 senior citizen member. The Board staff consists of an Investigator, Inspector and Fiscal Support Specialist. The Burial Association Board Executive Secretary and Burial Association Board Administrative Specialist III are responsible for the administrative activities of the Board.

The Board is responsible for the licensing of funeral directors and embalmers, funeral establishments, crematories and transport services. Individuals are licensed following the completion of apprenticeship programs and passing exams which demonstrate their knowledge of the laws, rules and regulations governing funeral services. Before establishments are licensed, they are inspected for compliance and are routinely inspected on an annual basis. In addition, the Board conducts continuing education seminars, investigates complaints and responds to public inquiries.

The Board is a cash fund agency. In July 2010 the Board moved all of its cash funds from various banks to the State Treasury.



Agency Commentary

The State Board of Embalmers and Funeral Directors ("Board") is charged with the responsibility of training and licensing funeral directors and embalmers. In addition, the Board inspects funeral establishments, crematories and transport services before licensure is granted and routinely monitors these establishments for compliance. The Board is a cash fund agency. In July 2010 the Board moved all of its cash funds from various banks to the State Treasury.

For the 2013-15 biennium, the Board is requesting Base Level each year with a Reallocation of \$7,950 of Operating Expenses between General Ledger codes to more accurately reflect anticipated expenses.

Audit Findings

DIVISION OF LEGISLATIVE AUDIT
AUDIT OF :
ARKANSAS STATE BOARD OF EMBALMERS AND FUNERAL DIRECTORS
FOR THE YEAR ENDED JUNE 30, 2010

Findings

Recommendations

None

None

State Contracts Over \$25,000 Awarded To Minority Owned Businesses Fiscal Year 2012

None

Employment Summary

	Male	Female	Total	%
White Employees	1	0	1	100 %
Black Employees	0	0	0	0 %
Other Racial Minorities	0	0	0	0 %
Total Minorities			0	0 %
Total Employees			1	100 %

Publications

A.C.A. 25-1-204

Name	Statutory Authorization	Required for		# of Copies	Reason(s) for Continued Publication and Distribution
		Governor	General Assembly		
Laws, Rules and Regulations Manual	17-29-204	N	N	300	Provides study guide for licensing examinations.

Agency Position Usage Report

FY2010 - 2011						FY2011 - 2012						FY2012 - 2013					
Authorized in Act	Budgeted			Unbudgeted Total	% of Authorized Unused	Authorized in Act	Budgeted			Unbudgeted Total	% of Authorized Unused	Authorized in Act	Budgeted			Unbudgeted Total	% of Authorized Unused
	Filled	Unfilled	Total				Filled	Unfilled	Total				Filled	Unfilled	Total		
3	1	2	3	0	66.67 %	3	1	2	3	0	66.67 %	3	1	2	3	0	66.67 %

Analysis of Budget Request

Appropriation: 84Y - Embalmers/Funeral Directors-Cash In Treasury

Funding Sources: NEF - Cash In Treasury

The State Board of Embalmers and Funeral Directors ("Board") was created by Act 325 of 1983. The Board is a cash agency funded from examination and licensure fees charged pursuant to A.C.A. §17-29-201, et. seq. . Primarily, this covers such duties as licensure of funeral directors, embalmers, funeral establishments, transport services and crematories.

Base Level Regular Salaries and Personal Services Matching includes Career Service payments for eligible employees. Personal Services Matching also includes a \$20 increase in the monthly contribution for State employee's health insurance for a total State match per budgeted employee of \$410 per month. Base Level salaries and matching do not include appropriation for a Cost of Living Adjustment or Merit Pay Increases.

The Base Level request for Regular Salaries includes board member stipend payments.

For the 2013-15 biennium, the Agency is requesting Base Level each year with a reallocation of \$7,950 of Operating Expenses to more accurately reflect anticipated expenses.

The Executive Recommendation provides for the Agency Request. Expenditure of appropriation is contingent upon available funding.

Appropriation Summary

Appropriation: 84Y - Embalmers/Funeral Directors-Cash In Treasury

Funding Sources: NEF - Cash In Treasury

Historical Data

Agency Request and Executive Recommendation

Commitment Item		Historical Data			Agency Request and Executive Recommendation			Agency Request and Executive Recommendation		
		2011-2012 Actual	2012-2013 Budget	2012-2013 Authorized	2013-2014			2014-2015		
					Base Level	Agency	Executive	Base Level	Agency	Executive
Regular Salaries	5010000	58,609	96,431	97,441	96,431	96,431	96,431	96,431	96,431	96,431
#Positions		1	3	3	3	3	3	3	3	3
Personal Services Matching	5010003	25,967	34,608	33,057	35,384	35,384	35,384	35,384	35,384	35,384
Operating Expenses	5020002	58,013	68,840	68,840	68,840	68,840	68,840	68,840	68,840	68,840
Conference & Travel Expenses	5050009	0	4,764	4,764	4,764	4,764	4,764	4,764	4,764	4,764
Professional Fees	5060010	0	2,950	2,950	2,950	2,950	2,950	2,950	2,950	2,950
Data Processing	5090012	0	0	0	0	0	0	0	0	0
Capital Outlay	5120011	0	0	0	0	0	0	0	0	0
Total		142,589	207,593	207,052	208,369	208,369	208,369	208,369	208,369	208,369
Funding Sources										
Fund Balance	4000005	309,276	289,713		189,466	189,466	189,466	88,443	88,443	88,443
Cash Fund	4000045	171,826	156,146		156,146	156,146	156,146	156,146	156,146	156,146
Transfer to Burial Board	4000605	(48,800)	(48,800)		(48,800)	(48,800)	(48,800)	(48,800)	(48,800)	(48,800)
Total Funding		432,302	397,059		296,812	296,812	296,812	195,789	195,789	195,789
Excess Appropriation/(Funding)		(289,713)	(189,466)		(88,443)	(88,443)	(88,443)	12,580	12,580	12,580
Grand Total		142,589	207,593		208,369	208,369	208,369	208,369	208,369	208,369

FY13 Budget amount in Personal Services Matching exceeds the authorized amount due to matching rate adjustments during the 2011-2013 biennium.

Change Level by Appropriation

Appropriation: 84Y - Embalmers/Funeral Directors-Cash In Treasury
Funding Sources: NEF - Cash In Treasury

Agency Request

Change Level		2013-2014	Pos	Cumulative	% of BL	2014-2015	Pos	Cumulative	% of BL
BL	Base Level	208,369	3	208,369	100.0	208,369	3	208,369	100.0
C04	Reallocation	0	0	208,369	100.0	0	0	208,369	100.0

Executive Recommendation

Change Level		2013-2014	Pos	Cumulative	% of BL	2014-2015	Pos	Cumulative	% of BL
BL	Base Level	208,369	3	208,369	100.0	208,369	3	208,369	100.0
C04	Reallocation	0	0	208,369	100.0	0	0	208,369	100.0

Justification

C04	Agency requests reallocation of \$7,950 between Operating Expense General Ledger codes to better reflect current agency spending. No additional appropriation requested.
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STATE BOARD OF LICENSURE FOR PROF ENGINEERS & PROF SURVEYORS

Enabling Laws

Act 186 of 2012
Act 214 of 1953 (which amended Act 202 of 1925)
A.C.A. §17-30-101 et seq.
Act 101 of 1967, as amended.
A.C.A. §17-48-101 et seq.

History and Organization

The Arkansas General Assembly saw the need to regulate the practice of Engineering. They passed Act 202 of 1925 to create the Agency. A Board was established to review the qualifications of individuals to insure they met certain controlling and minimum qualifications to be awarded a license to practice engineering in the State of Arkansas. The Board was also given the authority to discipline individuals that provided substandard engineering services to residents of the State. The original Act has been amended numerous times and at present is A.C.A. §17-30-101 et seq.

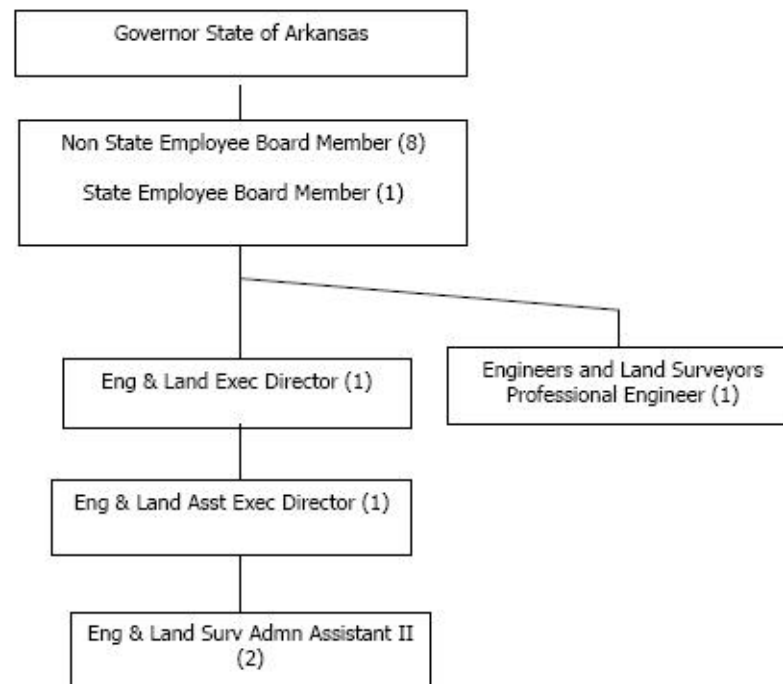
Act 101 of 1967 was passed by the General Assembly which added to the Agency the licensing of Surveyors. The Board reviews the qualifications of individuals to be awarded a license to practice Surveying in the State of Arkansas. The Board was also given the authority to discipline individuals that provide substandard Land Surveying services to residents of the State. The original Act has been amended numerous times and at present is A.C.A. §17-48-101 et seq.

The Agency has never received any money from the State for the operation of the office. All monies used by the Agency for operation, salaries, and etc. are generated from the collection of application fees, examination fees, renewal fees, and disciplinary civil penalties.

The Board consists of nine (9) members that are appointed by the Governor. Five (5) members shall be Professional Engineers of at least ten (10) years of active experience, of good standing in their profession, and registered as Professional Engineers at the time of their appointment; One (1) member shall be a Professional Engineer and a Professional Land Surveyor of at least ten (10) years of active experience in both, of good standing in both professions and registered as both a Professional Engineer and Professional Land Surveyor, at the time of their appointment; One (1) member shall be a Professional Land Surveyor of at least ten (10) years active experience, of good

standing in their profession, and registered as a Professional Land Surveyor at the time of his appointment; Two (2) members of the Board shall not be actively engaged or retired as a Professional Engineers or a Professional Land Surveyor, One (1) shall represent consumers, and One (1) shall be at least sixty (60) years of age and shall represent elderly consumers. The term of office for each appointment is four (4) years. There is no restriction on the number of times an individual may be appointed.

The Agency is staffed at the present time by five (5) individuals and one (1) extra help position. They are an Executive Director, Assistant Executive Director, a Professional Engineer, and two (2) Administrative Assistant II. The staff is responsible for compiling all information necessary for the Board to make decisions on the licensing of individuals. Other responsibilities include maintaining records of all renewals, correspondence, and financial records of the Agency.



Agency Commentary

The Arkansas General Assembly saw the need to regulate the practice of Engineering and passed Act 202 of 1925 which created the Agency. A Board was established to review the qualifications of individuals to insure they met certain controlling and minimum qualifications to be awarded a license to practice engineering in the State of Arkansas. The Board was also given the authority to discipline individuals who provided substandard engineering services to residents of the State.

Act 101 of 1967 was passed by the General Assembly which added to the Agency the licensing of Surveyors. The Board reviews the qualifications of individuals to be awarded a license to practice Surveying in the State of Arkansas. The Board was also given the authority to discipline individuals who provide substandard Land Surveying services to residents of the State.

The Agency has never received any money from the State for the operation of the office. All monies used by the Agency for operation, salaries, and etc. are generated from the collection of application fees, examination fees, renewal fees, and disciplinary civil penalties.

The Board requests Base Level appropriation for the 2013-2015 biennium.

Audit Findings

DIVISION OF LEGISLATIVE AUDIT
AUDIT OF :
STATE BOARD OF LICENSURE FOR PROFESSIONAL ENGINEERS AND PROFESSIONAL SURVEYORS
FOR THE YEAR ENDED JUNE 30, 2010

Findings

Recommendations

None

None

State Contracts Over \$25,000 Awarded To Minority Owned Businesses Fiscal Year 2012

None

Employment Summary

	Male	Female	Total	%
White Employees	2	1	3	60 %
Black Employees	0	1	1	20 %
Other Racial Minorities	0	1	1	20 %
Total Minorities			2	40 %
Total Employees			5	100 %

Publications

A.C.A. 25-1-204

Name	Statutory Authorization	Required for		# of Copies	Reason(s) for Continued Publication and Distribution
		Governor	General Assembly		
Newsletter	17-30-203 (b)(4)	N	N	10,000	Distributed biannually to keep licensees apprised of items of interest, changes affecting their professions, proposed rule changes, and the results of disciplinary actions taken by the Board.
Rules of Professional Conduct and Roster	17-30-305 (c)	N	N	10,000	To notify every registrant once every biennium of the rules of professional conduct, as provided by 17-30-203.

Agency Position Usage Report

FY2010 - 2011						FY2011 - 2012						FY2012 - 2013					
Authorized in Act	Budgeted			Unbudgeted	% of Authorized Unused	Authorized in Act	Budgeted			Unbudgeted	% of Authorized Unused	Authorized in Act	Budgeted			Unbudgeted	% of Authorized Unused
	Filled	Unfilled	Total	Total			Filled	Unfilled	Total	Total			Filled	Unfilled	Total	Total	
5	5	0	5	0	0.00 %	5	5	0	5	0	0.00 %	5	5	0	5	0	0.00 %

Analysis of Budget Request

Appropriation: 857 - Land Surveyors - Cash in Treasury

Funding Sources: NES - Cash in Treasury

Act 202 of 1925 created the Arkansas State Board of Registration for Professional Engineers & Land Surveyors. The purpose of the Board is to ensure the public through rules and regulations professional engineers or land surveyors will provide competent services to the citizens of the State. The Board is funded from application, certificate, and renewal fees charged pursuant to Arkansas Code Annotated §17-30-304.

Act 444 of 2009 changed the name of the board to the State Board of Licensure for Professional Engineers and Professional Surveyors.

Base Level Regular Salaries and Personal Services Matching includes Career Service payments for eligible employees. Personal Services Matching also includes a \$20 increase in the monthly contribution for State employee's health insurance for a total State match per budgeted employee of \$410 per month. Base Level salaries and matching do not include appropriation for a Cost of Living Adjustment or Merit Pay increases. The Base Level request for Regular Salaries includes board member stipend payments.

The Board requests Base Level appropriation for the 2013-2015 biennium.

The Executive Recommendation provides for the Agency Request. Expenditure of appropriation is contingent upon available funding.

Appropriation Summary

Appropriation: 857 - Land Surveyors - Cash in Treasury

Funding Sources: NES - Cash in Treasury

Historical Data

Agency Request and Executive Recommendation

Commitment Item	2011-2012	2012-2013	2012-2013	2013-2014			2014-2015		
	Actual	Budget	Authorized	Base Level	Agency	Executive	Base Level	Agency	Executive
Regular Salaries 5010000	262,143	247,286	255,128	247,286	247,286	247,286	247,386	247,386	247,386
#Positions	5	5	5	5	5	5	5	5	5
Extra Help 5010001	4,511	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000
#Extra Help	1	1	1	1	1	1	1	1	1
Personal Services Matching 5010003	80,445	77,719	76,823	79,071	79,071	79,071	79,094	79,094	79,094
Operating Expenses 5020002	222,035	259,461	259,461	259,461	259,461	259,461	259,461	259,461	259,461
Conference & Travel Expenses 5050009	8,097	10,227	10,227	10,227	10,227	10,227	10,227	10,227	10,227
Professional Fees 5060010	9,230	11,744	11,744	11,744	11,744	11,744	11,744	11,744	11,744
Data Processing 5090012	0	0	0	0	0	0	0	0	0
Capital Outlay 5120011	0	0	0	0	0	0	0	0	0
Total	586,461	618,437	625,383	619,789	619,789	619,789	619,912	619,912	619,912

Funding Sources									
Fund Balance 4000005	992,145	1,043,911		1,026,474	1,026,474	1,026,474	1,022,685	1,022,685	1,022,685
Cash Fund 4000045	638,227	601,000		616,000	616,000	616,000	631,000	631,000	631,000
Total Funding	1,630,372	1,644,911		1,642,474	1,642,474	1,642,474	1,653,685	1,653,685	1,653,685
Excess Appropriation/(Funding)	(1,043,911)	(1,026,474)		(1,022,685)	(1,022,685)	(1,022,685)	(1,033,773)	(1,033,773)	(1,033,773)
Grand Total	586,461	618,437		619,789	619,789	619,789	619,912	619,912	619,912

The FY13 Budget amount in Personal Services Matching exceeds the authorized amount due to matching rate adjustments during the 2011-2013 biennium.

FIRE PROTECTION LICENSING BOARD

Enabling Laws

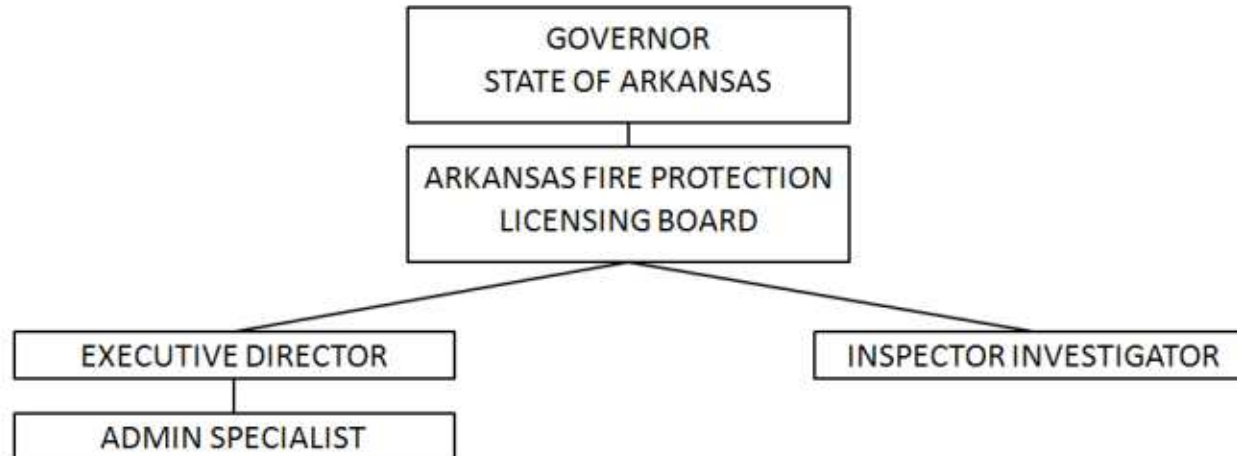
Act 108 of 2012
A.C.A. §20-22-601 et seq.

History and Organization

The Arkansas Fire Protection Licensing Board was created in 1977. In 1984, the automatic fire sprinkler contracting industry sought licensing legislation and in 1985, Act 702 brought the sprinkler industry under this Board.

The Board is comprised of eleven (11) Board members, appointed by the Governor. The Board employs at the present an Executive Director, Investigator, and Administrative Specialist.

The purpose and intent of the Board is to provide monitoring of the servicing of portable fire extinguishers, installation and/or servicing of fixed fire suppression systems and the installation and/or servicing of the sprinkler fire systems. Additionally, the Board provides for the registration and licensing of firms and individuals providing such services in order to protect and promote public safety by minimizing injury and property damage, which might result from improperly installed and improperly maintained fire protection systems.



Agency Commentary

The Fire Protection Licensing Board works with licensed firms/contractors and individuals to assist in understanding the state, local and national fire codes. By aiding in the education of installers and servicing firms, as well as the general public, our agency provides quality fire protection for businesses and residents of the State of Arkansas.

The Fire Protection Licensing Board assists in the protection and promotion of public safety by minimizing personal injury and property damage resulting from improperly installed or maintained fire protection systems. The installation, servicing and maintaining of portable, fixed fire suppression and fire protection sprinkler systems is derived from the National Fire Protection Association (NFPA) publications and standards and it is the intent of this Board and industry to provide information to the general public regarding the requirements of the fire protection systems and licensed firms and individuals for use in their fire protection needs.

The Board participates in industry trade shows in an effort to provide additional information to the general public regarding fire safety and services for business and personal use. Several types of equipment will become obsolete on January 1, 2015. Insuring that the industry and general public are aware of this equipment which should be replaced is a priority for the Board.

The Investigator responds to complaints received regarding company, individual or systems and equipment for compliance with Act 743 of 1977 and the Rules and Regulations of the State of Arkansas. In addition, the Investigator makes random inspections at public facilities across the State to make sure that services are performed according to the fire standards. This has been extremely beneficial in identifying areas that are not being serviced properly which could adversely affect the well being of the general public. These random inspections insure that and that fire protection firms and contractors working in the State of Arkansas are licensed with the Arkansas Fire Protection Licensing Board as well as the employees of respective firms installing, servicing or performing maintenance on various fire protection systems.

We currently have a full time investigator that specializes in the portable and fixed suppression systems. When the board was formed and the current investigator was hired the majority of firms and individuals licensed through the Board were portable and fixed suppression companies. The current ratio of sprinkler licensed companies and individuals to portable and fixed suppression companies and individuals is approximately 50/50. The Board believes it is more effective and critical to have an "On Call" consultant to work on the sprinkler investigations. This person would need to be someone that is heavily experienced or licensed in Engineering. The Board will respond to the complaints by means of Regulatory Hearings.

The Board has a new licensure category for the Sprinkler Industry which is a Fitter. This category basically covers the installer of sprinkler systems. The revenues generated from this licensure category will easily cover the costs of having a consultant on call to cover the more in-depth investigations in the Sprinkler Industry.

The increase in the budget request for non-personnel items is based upon the cost increase for expanding our office facilities to meet the monthly testing needs; installation of video monitoring equipment for testing areas; increase in the price of postage and various products and office supplies to allow the Board to conduct business.

Audit Findings

DIVISION OF LEGISLATIVE AUDIT
 AUDIT OF :
 ARKANSAS FIRE PROTECTION LICENSING BOARD
 FOR THE YEAR ENDED JUNE 30, 2011

Findings	Recommendations
None	None

State Contracts Over \$25,000 Awarded To Minority Owned Businesses Fiscal Year 2012

None

Employment Summary

	Male	Female	Total	%
White Employees	1	2	3	100 %
Black Employees	0	0	0	0 %
Other Racial Minorities	0	0	0	0 %
Total Minorities			0	0 %
Total Employees			3	100 %

Publications

A.C.A. 25-1-204

Name	Statutory Authorization	Required for		# of Copies	Reason(s) for Continued Publication and Distribution
		Governor	General Assembly		
Fire Protection Licensing Board	§20-22-607	N	N	0	For fire safety promotion and public awareness of fire protection laws/regulations. Available to all licensed firms, the general public and other interested parties. Available on the Board's website.
Roster of Licensed Firms & Individuals	§20-22-607	N	N	0	For fire safety promotion and public awareness of fire protection laws/regulations. Available to all licensed firms, the general public and other interested parties. Available on the Board's website.
Rules/Regulations - Portable/Fixed Fire Systems	§20-22-607	N	N	0	For fire safety promotion and public awareness of fire protection laws/regulations. Available to all licensed firms, the general public and other interested parties. Available on the Board's website.
Rules/Regulations-Sprinklers	§20-22-607	N	N	0	For fire safety promotion and public awareness of fire protection laws/regulations. Available to all licensed firms, the general public and other interested parties. Available on the Board's website.

Agency Position Usage Report

FY2010 - 2011						FY2011 - 2012						FY2012 - 2013					
Authorized in Act	Budgeted			Unbudgeted Total	% of Authorized Unused	Authorized in Act	Budgeted			Unbudgeted Total	% of Authorized Unused	Authorized in Act	Budgeted			Unbudgeted Total	% of Authorized Unused
	Filled	Unfilled	Total				Filled	Unfilled	Total				Filled	Unfilled	Total		
2	3	0	3	-1	-50.00 %	3	3	0	3	0	0.00 %	3	3	0	3	0	0.00 %

Budgeted Total exceeds the Authorized number due to a Central Growth Pool position.

Analysis of Budget Request

Appropriation: 920 - Fire Protection Operations

Funding Sources: MFP - Fire Protection Licensing Board

Created by Act 743 of 1977, the Arkansas Fire Protection Licensing Board strives to help protect the public through the certification and licensing of individuals and companies that install and service fire extinguishers and sprinkler systems.

The Board is funded from examination and renewal fees charged pursuant to Arkansas Code Annotated §20-22-610.

Base Level Regular Salaries and Personal Services Matching includes Career Service payments for eligible employees. Personal Services Matching also includes a \$20 increase in the monthly contribution for State employee's health insurance for a total State match per budgeted employee of \$410 per month. Base Level salaries and matching do not include appropriation for a Cost of Living Adjustment or Merit Pay increases. The Base Level request for Regular Salaries includes board member stipend payments.

The Board requests a Change Level increase of \$29,424 and \$36,602 for FY14 and FY15 for the following:

- increase of \$1,421 in Regular Salaries and Personal Services Matching for two (2) additional board meetings or hearings per year;
- increase in Operating Expenses of \$28,003 for FY14 and \$35,181 for FY15. An increase of \$19,120 for FY14 and \$24,620 for FY15 is requested for Enforcement Investigation expense, Mileage, and Board Member Travel related expenses. These increases are needed due to the increased number of licensed companies and individuals; and the Board directive to increase the number of random inspections across the state. Due to several board members' terms expiring, these positions may be appointed to individuals who must travel further to meetings and hearings;
- increase of \$8,883 for FY14 and \$10,561 for FY15 is requested for increases postage, network services, printing, office equipment rental, membership dues, janitorial service, miscellaneous technical services, office supplies and other expenses and services. Increases for printing, office supplies and other expenses and services is to replenish board literature, individual license blanks, letterhead, and other office materials. The postage increase is to notify the public to remove certain equipment from service.

The Executive Recommendation provides for the Agency Request. Expenditure of appropriation is contingent upon available funding.

Appropriation Summary

Appropriation: 920 - Fire Protection Operations
Funding Sources: MFP - Fire Protection Licensing Board

Historical Data

Agency Request and Executive Recommendation

Commitment Item	2011-2012	2012-2013	2012-2013	2013-2014			2014-2015		
	Actual	Budget	Authorized	Base Level	Agency	Executive	Base Level	Agency	Executive
Regular Salaries 5010000	86,828	90,420	96,331	90,420	91,740	91,740	90,420	91,740	91,740
#Positions	3	3	3	3	3	3	3	3	3
Personal Services Matching 5010003	30,084	33,021	32,515	33,791	33,892	33,892	33,791	33,892	33,892
Operating Expenses 5020002	47,710	50,093	50,093	50,093	78,096	78,096	50,093	85,274	85,274
Conference & Travel Expenses 5050009	3,198	3,300	3,300	3,300	3,300	3,300	3,300	3,300	3,300
Professional Fees 5060010	974	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
Data Processing 5090012	0	0	0	0	0	0	0	0	0
Capital Outlay 5120011	0	0	0	0	0	0	0	0	0
Total	168,794	177,834	183,239	178,604	208,028	208,028	178,604	215,206	215,206
Funding Sources									
Fund Balance 4000005	216,998	193,752		165,918	165,918	165,918	167,314	137,890	137,890
Cash Fund 4000045	145,548	150,000		180,000	180,000	180,000	190,000	190,000	190,000
Total Funding	362,546	343,752		345,918	345,918	345,918	357,314	327,890	327,890
Excess Appropriation/(Funding)	(193,752)	(165,918)		(167,314)	(137,890)	(137,890)	(178,710)	(112,684)	(112,684)
Grand Total	168,794	177,834		178,604	208,028	208,028	178,604	215,206	215,206

The FY13 Budget amount in Personal Services Matching exceeds the authorized amount due to matching rate adjustments during the 2011-2013 biennium.

Change Level by Appropriation

Appropriation: 920 - Fire Protection Operations
Funding Sources: MFP - Fire Protection Licensing Board

Agency Request

Change Level		2013-2014	Pos	Cumulative	% of BL	2014-2015	Pos	Cumulative	% of BL
BL	Base Level	178,604	3	178,604	100.0	178,604	3	178,604	100.0
C01	Existing Program	29,424	0	208,028	116.5	36,602	0	215,206	120.5

Executive Recommendation

Change Level		2013-2014	Pos	Cumulative	% of BL	2014-2015	Pos	Cumulative	% of BL
BL	Base Level	178,604	3	178,604	100.0	178,604	3	178,604	100.0
C01	Existing Program	29,424	0	208,028	116.5	36,602	0	215,206	120.5

Justification

C01	The Board requests change levels of \$29,424 in FY14 and \$36,602 in FY15. The FY14 and FY15 increase includes \$1,421 in Regular Salaries and Personal Services Matching for two (2) additional board meetings or hearings per year. The FY14 and FY15 increase in Operating Expenses of \$28,003 and \$35,181; respectively, is for increases in Enforcement/Investigation expense, Mileage, Miscellaneous Technical Services, Janitorial Service, Board Member Travel and Meals, Network Services, Printing, Postage, Membership Dues, Office Equipment Rental, Other Expenses, and Office Supplies. The increases requested for Enforcement/Investigator expenses and mileage is due to the increased number of licensed companies and individuals; and the Board directive for the investigator to increase the number of random inspections across the state. The Board Member travel and related expenses are due to several board positions currently held by local individuals which will be up for reappointment; the positions may be reappointed to individuals who must travel further to meetings and hearings. The increase for Printing, Office Supplies, and Other expenses is to replenish board literature, individual license blanks, letterhead, and other office materials. The increase in Postage is for increased mailing expense to notify the public of the requirement, according to national guidelines, to remove certain equipment from service.
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STATE BOARD OF REGISTRATION FOR FORESTERS

Enabling Laws

Act 38 of 2012
A.C.A. §17-31-101 et seq.

History and Organization

Act 535 of 1969 created the State of Arkansas Board of Registration for Foresters. The Board consists of six appointed members. Board members include a representative from the forest products industry, the State Forestry commission, an agency of the U.S. Government, the staff of the School of Forestry at University of Arkansas-Monticello, a private forestry consultant, and a consumer.

Act 993 of 1999 amended the original act to make registration mandatory, under specific conditions, for foresters to practice their profession. After January 1, 2001, each new applicant must pass an exam and meet other education and experience requirements. All Registered Foresters must complete six hours of continuing forestry education during the previous year to renew their registration.

Currently, Arkansas has 520 Registered Foresters. The Board operates solely on fees collected from Registered Foresters. The Board has no oversight or advisory board or commission affiliation. For e-government purposes, the Board is a sub-agency of the Arkansas Forestry Commission.



Agency Commentary

The State Board of Registration for Foresters is empowered to register and regulate persons in Arkansas representing themselves as Foresters. The Board, in carrying out these duties, sets the amount of application/registration fees, conducts written examinations, issues certificates of registration, provides continuing education symposiums, and receives and investigates complaints against Registered Foresters and makes findings thereon. The Board maintains an electronic database of currently licensed Registered Foresters.

The Board has two (2) Extra Help positions and no full-time positions. The Board is requesting Base Level appropriation and positions.

The Board will continue to update its operations to comply with State requirements.

Audit Findings

DIVISION OF LEGISLATIVE AUDIT
AUDIT OF :
STATE BOARD OF REGISTRATION FOR FORESTERS
FOR THE YEAR ENDED JUNE 30, 2010

Findings	Recommendations
None	None

State Contracts Over \$25,000 Awarded To Minority Owned Businesses Fiscal Year 2012

None

Publications

A.C.A. 25-1-204

Name	Statutory Authorization	Required for		# of Copies	Reason(s) for Continued Publication and Distribution
		Governor	General Assembly		
Roster of Registered Foresters	A.C.A. 17-31-207	Y	N	25	Required by A.C.A. 17-31-207.

Agency Position Usage Report

FY2010 - 2011						FY2011 - 2012					FY2012 - 2013						
Authorized in Act	Budgeted			Unbudgeted Total	% of Authorized Unused	Authorized in Act	Budgeted			Unbudgeted Total	% of Authorized Unused	Authorized in Act	Budgeted			Unbudgeted Total	% of Authorized Unused
	Filled	Unfilled	Total				Filled	Unfilled	Total				Filled	Unfilled	Total		
0	0	0	0	0	0.00 %	0	0	0	0	0	0.00 %	0	0	0	0	0	0.00 %

Analysis of Budget Request

Appropriation: 1GJ - Foresters - Cash in Treasury

Funding Sources: NRF - Cash in Treasury

The Board of Registration for Foresters regulates foresters registered in Arkansas. The purpose of the Board is to protect private forest landowners by licensing and registering foresters who are qualified, experienced, and who maintain their continuing education. The Board is funded solely from the receipt of application and renewal fees collected from Registered Foresters (A.C.A. §17-31-303).

The Agency Base Level Request includes two (2) Extra Help positions and appropriation of \$20,018 each year of the 2013-2015 biennium.

The Executive Recommendation provides for the Agency Request. Expenditure of appropriation is contingent upon available funding.

Appropriation Summary

Appropriation: 1GJ - Foresters - Cash in Treasury

Funding Sources: NRF - Cash in Treasury

Historical Data

Agency Request and Executive Recommendation

Commitment Item	2011-2012	2012-2013	2012-2013	2013-2014			2014-2015		
	Actual	Budget	Authorized	Base Level	Agency	Executive	Base Level	Agency	Executive
Extra Help 5010001	9,717	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000
#Extra Help	1	2	2	2	2	2	2	2	2
Personal Services Matching 5010003	747	918	918	918	918	918	918	918	918
Operating Expenses 5020002	15,291	7,100	7,100	7,100	7,100	7,100	7,100	7,100	7,100
Conference & Travel Expenses 5050009	0	0	0	0	0	0	0	0	0
Professional Fees 5060010	0	0	0	0	0	0	0	0	0
Data Processing 5090012	0	0	0	0	0	0	0	0	0
Capital Outlay 5120011	0	0	0	0	0	0	0	0	0
Total	25,755	20,018	20,018	20,018	20,018	20,018	20,018	20,018	20,018
Funding Sources									
Fund Balance 4000005	82,362	75,809		71,991	71,991	71,991	68,173	68,173	68,173
Cash Fund 4000045	19,202	16,200		16,200	16,200	16,200	16,200	16,200	16,200
Total Funding	101,564	92,009		88,191	88,191	88,191	84,373	84,373	84,373
Excess Appropriation/(Funding)	(75,809)	(71,991)		(68,173)	(68,173)	(68,173)	(64,355)	(64,355)	(64,355)
Grand Total	25,755	20,018		20,018	20,018	20,018	20,018	20,018	20,018

STATE BOARD OF REGISTRATION FOR PROF GEOLOGISTS

Enabling Laws

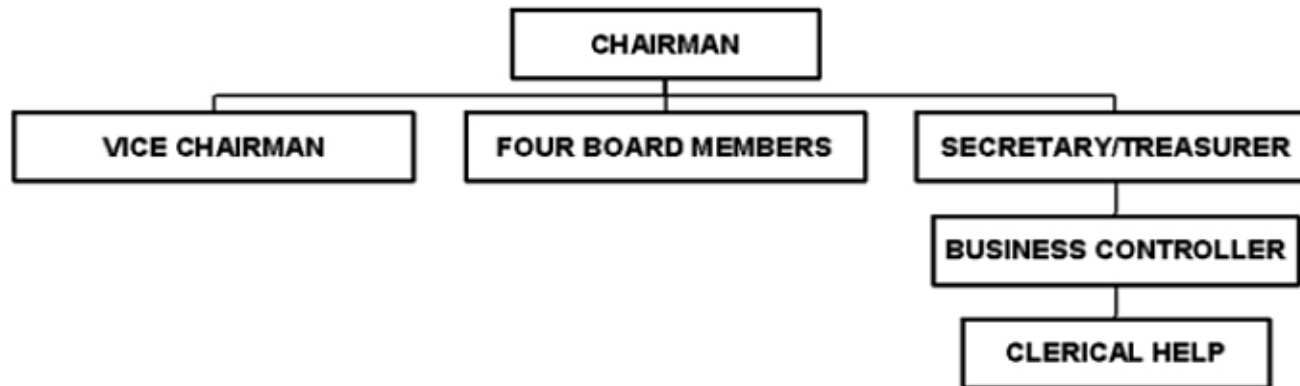
Act 46 of 2012
Act 701 of 1987 as amended
A.C.A. § 17-32-101 et seq.

History and Organization

Act 701 of 1987 established the Board of Registration for Professional Geologists. The purpose of the Board is to oversee the practice of geology in the State of Arkansas in the public sector. The primary mission of the Board is to regulate such practice by registration and certification of qualified geologists and promulgate and enforce the regulations that provide the standards for practicing geology in Arkansas, in order to protect the public.

In 1988, the Board of Registration for Professional Geologists, along with several other states, founded the National Association of State Boards of Geology.

The Board of Registration for Professional Geologists consists of seven members appointed by the Governor or set by the Act. Five members are registered geologists representing academia, government, a company, an independent or consultant and a geologist-at-large. One member is appointed for the public-at-large and the Director of the Arkansas Geological Survey is a permanent ex-officio member. The Board employs one individual, a Business Operations Specialist.



Agency Commentary

The Board of Registration for Professional Geologists has granted registration to 1970 geologists from 43 states, the District of Columbia and Canada. Approximately 750 of those geologists have a current status. There are 3 temporary permits issued at this time. There is 1 (one) Geologist-in-Training application and 9 Professional Geologist applications awaiting review.

The Board is authorized to collect up to \$60 per year, per registrant in renewal fees. Other fees collected include a \$20 Geologist-in-Training renewal fee, a \$20 application processing fee, and a \$60 initial registration fee (covers the cost of the authorized seal and certificate.) In addition, the Board is allowed to collect penalty fees at the rate of 50% of the renewal fee for renewals submitted during the six-month penalty period. In the event a Registered Professional Geologist allows his/her registration to lapse, the Board charges a reinstatement fee that is double the annual renewal fee. Reinstatement requires Board approval.

Act 676 of 2005 granted the Board the authority to issue a temporary permit and collect up to \$600 for said permit. This permit allows geologists registered in other states to legally work in Arkansas for a period of no more than 365 days. Temporary permits do not require the entire registration process.

The Board currently rents office space at 501 Woodlane, Suite 105C, Little Rock, AR 72201. Revenue from registration and the other described fees support salaries, supplies, postage, telephone and Internet service, and participation in the National Association of State Boards of Geology (ASBOG.) This association (ASBOG) provides the competency examination required for registration.

Due to past and current economic conditions, the initial excess in the Boards fund has diminished. The Board is presently exploring every possible avenue for increasing income, including a slight increase in fees and/or locating an additional source(s) of revenue. In an effort to function within the limitations of the fund balance, the Board is requesting a reduction of \$1,500 per year in operating expenses for the 2013 - 2015 biennium.

Audit Findings

DIVISION OF LEGISLATIVE AUDIT

AUDIT OF :

STATE BOARD OF REGISTRATION FOR PROFESSIONAL GEOLOGISTS

FOR THE YEAR ENDED JUNE 30, 2011

Findings

Recommendations

None

None

State Contracts Over \$25,000 Awarded To Minority Owned Businesses Fiscal Year 2012

None

Employment Summary

	Male	Female	Total	%
White Employees	0	1	1	100 %
Black Employees	0	0	0	0 %
Other Racial Minorities	0	0	0	0 %
Total Minorities			0	0 %
Total Employees			1	100 %

Publications

A.C.A. 25-1-204

Name	Statutory Authorization	Required for		# of Copies	Reason(s) for Continued Publication and Distribution
		Governor	General Assembly		
Directory of Professional Geologists and GIT's Registered in Arkansas	A.C.A. 17-32-207	N	N	100	Public Record Publication and distribution is mandated by law.

Agency Position Usage Report

FY2010 - 2011						FY2011 - 2012					FY2012 - 2013						
Authorized in Act	Budgeted			Unbudgeted	% of Authorized Unused	Authorized in Act	Budgeted			Unbudgeted	% of Authorized Unused	Authorized in Act	Budgeted			Unbudgeted	% of Authorized Unused
	Filled	Unfilled	Total	Total			Filled	Unfilled	Total	Total			Filled	Unfilled	Total	Total	
1	1	0	1	0	0.00 %	1	1	0	1	0	0.00 %	1	1	0	1	0	0.00 %

Analysis of Budget Request

Appropriation: 851 - Cash Operations

Funding Sources: NEG - Cash in Treasury

The Board of Registration for Professional Geologists was created by Act 701 of 1987. The primary duty of the Board is to regulate the public practice of geology in the State of Arkansas by registration and certification of qualified geologists. The Board is a cash agency funded from application, registration, and renewal fees charged pursuant to Arkansas Code Annotated §17-32-307.

Base Level Regular Salaries and Personal Services Matching includes Career Service payments for eligible employees. Personal Services Matching also includes a \$20 increase in the monthly contribution for State employee's health insurance for a total State match per budgeted employee of \$410 per month. Base Level salaries and matching do not include appropriation for a Cost of Living Adjustment or Merit Pay Increases.

Agency receipts have not increased commensurately with operating expenses, and the board has routinely funded operations with declining fund balances. The Board is exploring measures to reduce operating expenses as well as reviewing the board's fee structure.

The Agency's Change Level Request reflects a reduction of \$1,500 each year in Operating Expenses. The reduction in office supplies budget reduces the Agency's appropriation to a level supported by projected funding.

The Executive Recommendation provides for the Agency Request and reduces Operating Expenses an additional \$5,375 each year. The Executive Recommendation also transfers the Agency Request for appropriation and positions established for this Agency to the Arkansas Geological Survey.

Appropriation Summary

Appropriation: 851 - Cash Operations
Funding Sources: NEG - Cash in Treasury

Historical Data

Agency Request and Executive Recommendation

Commitment Item	Historical Data			Agency Request and Executive Recommendation			Agency Request and Executive Recommendation		
	2011-2012 Actual	2012-2013 Budget	2012-2013 Authorized	2013-2014			2014-2015		
				Base Level	Agency	Executive	Base Level	Agency	Executive
Regular Salaries 5010000	37,505	36,059	36,059	36,059	36,059	0	36,159	36,159	0
#Positions	1	1	1	1	1	0	1	1	0
Extra Help 5010001	2,970	3,000	3,000	3,000	3,000	0	3,000	3,000	0
#Extra Help	1	1	1	1	1	0	1	1	0
Personal Services Matching 5010003	12,696	12,804	12,065	13,068	13,068	0	13,089	13,089	0
Operating Expenses 5020002	23,273	21,650	21,650	21,650	20,150	0	21,650	20,150	0
Conference & Travel Expenses 5050009	1,993	2,000	2,000	2,000	2,000	0	2,000	2,000	0
Professional Fees 5060010	0	0	0	0	0	0	0	0	0
Data Processing 5090012	0	0	0	0	0	0	0	0	0
Capital Outlay 5120011	0	0	0	0	0	0	0	0	0
Total	78,437	75,513	74,774	75,777	74,277	0	75,898	74,398	0

Funding Sources									
Fund Balance 4000005	117,642	83,271		59,358	59,358	0	28,581	30,081	0
Cash Fund 4000045	44,066	51,600		45,000	45,000	0	45,000	45,000	0
Total Funding	161,708	134,871		104,358	104,358	0	73,581	75,081	0
Excess Appropriation/(Funding)	(83,271)	(59,358)		(28,581)	(30,081)	0	2,317	(683)	0
Grand Total	78,437	75,513		75,777	74,277	0	75,898	74,398	0

FY13 Budget amount in Personal Services Matching exceeds the authorized amount due to matching rate adjustments during the 2011-2013 biennium.
The Executive Recommendation is to transfer the Agency Request for the positions and appropriation associated with this agency to the Arkansas Geological Survey.

Change Level by Appropriation

Appropriation: 851 - Cash Operations
Funding Sources: NEG - Cash in Treasury

Agency Request

Change Level		2013-2014	Pos	Cumulative	% of BL	2014-2015	Pos	Cumulative	% of BL
BL	Base Level	75,777	1	75,777	100.0	75,898	1	75,898	100.0
C03	Discontinue Program	(1,500)	0	74,277	98.0	(1,500)	0	74,398	98.0

Executive Recommendation

Change Level		2013-2014	Pos	Cumulative	% of BL	2014-2015	Pos	Cumulative	% of BL
BL	Base Level	75,777	1	75,777	100.0	75,898	1	75,898	100.0
C03	Discontinue Program	(1,500)	0	74,277	98.0	(1,500)	0	74,398	98.0
C07	Agency Transfer	(68,902)	(1)	5,375	7.1	(69,023)	(1)	5,375	7.1
C19	Executive Changes	(5,375)	0	0	0.0	(5,375)	0	0	0.0

Justification

C03	The Board is requesting a reduction of \$1,500 each year in operating expenses to adjust budget to projected funds.
C07	The Executive Recommendation is to transfer the positions and appropriation established for this Agency to the Arkansas Geological Survey.
C19	Executive Recommendation provides for a reduction of \$5,375 each year due to rent expenses that will no longer be needed. The office of the State Board of Registration for Professional Geologists will now be housed with the offices of Arkansas Geological Survey.

ARKANSAS HOME INSPECTOR REGISTRATION BOARD

Enabling Laws

Act 129 of 2012
A.C.A. §17-52-301 et seq.

History and Organization

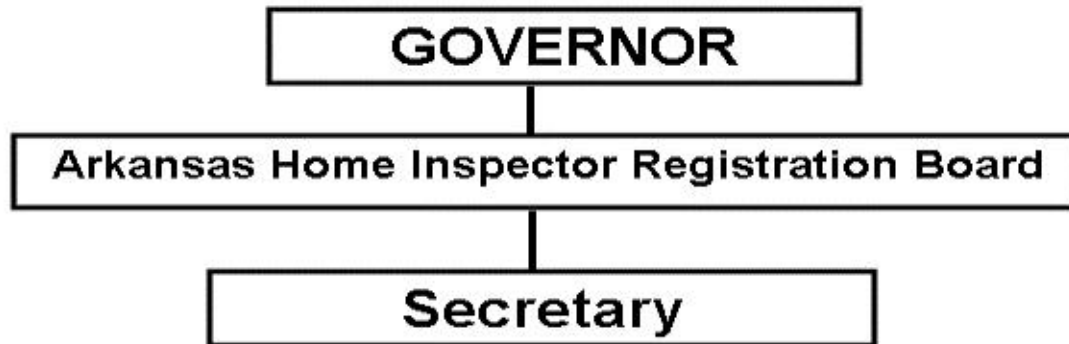
The Arkansas Home Inspector Registration Board was created by Act 1328 of 2003.

The purpose of the Board is to protect the public from those persons who are untrained and unqualified to perform home inspections, to license those individuals who meet the qualifications of licensure under the Act, and to hear and resolve such disciplinary matters as may come before it.

The Board evaluates qualifications of applicants, and investigates complaints or allegations of violations of the Act.

The Board is composed of seven (7) members appointed by the Governor as follows: four (4) registered home inspectors, one (1) licensed real estate professional, one (1) licensed real estate appraiser, and one (1) at large member to serve as a consumer advocate.

The Board currently contracts for part-time administrative support and office facilities in order to provide a central place for records storage, board meetings, and service to licensees and the general public.



Agency Commentary

The mission of the Board is to protect the public from those persons who are untrained and unqualified to perform home inspections, to license those individuals who meet the qualifications of licensure under the Act, and to hear and resolve such disciplinary matters as may come before it. The Board evaluates qualifications of applicants, and investigates complaints or allegations of violations of the Act. Funding for appropriations for the Board are from license fees, fines, and fees charged to review and certify educational programs of commercial providers.

OPERATIONS: The Agency is requesting a Base Level appropriation of \$60,690 per fiscal year, which is currently appropriated in one general expense line item entitled "Various Maintenance and Operation Expenses". The majority of this amount (\$42,000) is currently used to retain a contractor to perform all administrative support to the Board under a professional services contract. The remainder of the appropriation each year is available for telephone, office supplies, postage, copying expense, Board member meeting mileage, criminal background checks, and court reporter fees. This Base Level appropriation is funded within annual actual income collected.

PUBLIC AWARENESS: The Board also is requesting continuance of a Base Level appropriation of \$25,000 per year to develop and conduct a public awareness campaign to acquaint the public with the benefits of using a licensed home inspector, and the pitfalls of not having a home inspection prior to purchase. This Base Level appropriation, when eventually utilized, is to be funded from fund balances.

In addition to Base Level, the Agency is requesting the following:

OPERATIONS: The Board requests a Change Level increase of \$55,113 per year in Regular Salaries and Personal Services Matching for an Executive Director position, with elimination of \$48,690 per year from the Base Level request for professional services and other support. The Board currently has no authorized positions. All administrative support for the Board has been provided by a private contractor since 2004. The original duties were limited to licensee record maintenance and bookkeeping. The Board's role has increased with a much greater emphasis on educational programs which it certifies, as well as on investigations and processing of complaints and disciplinary matters in accordance with the Administrative Procedures Act. The activities of the contractor have also expanded to include research and advice on most matters brought before the Board or its subcommittees. The current duties also include drafting and interpretation of Board Rules and implementation of administrative procedures on a daily basis which are beyond the scope of a contractor and more appropriate for an agency employee. This new position will provide stable staffing where institutional knowledge is critical to carrying out the mission of a volunteer board, discontinue the Professional Services Contract, afford the board appropriate mechanisms for direct personnel management, as well as compensation, discipline, and termination procedures not available under a Professional Services Contract. The overall effect of this change level request would increase the total agency appropriation by \$6,423 per year. Until the real estate industry recovers and restores normal annual agency revenues, this increase may also require up to approximately \$5,000 per year in funding from the agency's \$300,000+ fund balance.

Audit Findings

DIVISION OF LEGISLATIVE AUDIT
AUDIT OF :
ARKANSAS HOME INSPECTOR REGISTRATION BOARD
FOR THE YEAR ENDED JUNE 30, 2011

Findings

Recommendations

None

None

State Contracts Over \$25,000 Awarded To Minority Owned Businesses Fiscal Year 2012

None

Publications

A.C.A. 25-1-204

Name	Statutory Authorization	Required for		# of Copies	Reason(s) for Continued Publication and Distribution
		Governor	General Assembly		
None	N/A	N	N	0	N/A

Department Appropriation Summary

Historical Data

Agency Request and Executive Recommendation

Appropriation	2011-2012		2012-2013		2012-2013		2013-2014						2014-2015					
	Actual	Pos	Budget	Pos	Authorized	Pos	Base Level	Pos	Agency	Pos	Executive	Pos	Base Level	Pos	Agency	Pos	Executive	Pos
2JV Operations	50,750	0	60,690	0	60,690	0	60,690	0	67,113	1	62,446	1	60,690	0	67,113	1	62,446	1
86N Public Awareness Campaign	0	0	25,000	0	25,000	0	25,000	0	25,000	0	25,000	0	25,000	0	25,000	0	25,000	0
Total	50,750	0	85,690	0	85,690	0	85,690	0	92,113	1	87,446	1	85,690	0	92,113	1	87,446	1

Funding Sources		%		%		%		%		%		%		%		%		%
Fund Balance 4000005	316,214	82.9	330,881	84.2			307,191	83.4	307,191	83.4	307,191	83.2	282,501	82.2	276,078	81.9	281,745	82.0
Cash Fund 4000045	65,417	17.1	62,000	15.8			61,000	16.6	61,000	16.6	62,000	16.8	61,000	17.8	61,000	18.1	62,000	18.0
Total Funds	381,631	100.0	392,881	100.0			368,191	100.0	368,191	100.0	369,191	100.0	343,501	100.0	337,078	100.0	343,745	100.0
Excess Appropriation/(Funding)	(330,881)		(307,191)				(282,501)		(276,078)		(281,745)		(257,811)		(244,965)		(256,299)	
Grand Total	50,750		85,690				85,690		92,113		87,446		85,690		92,113		87,446	

Agency Position Usage Report

FY2010 - 2011						FY2011 - 2012						FY2012 - 2013					
Authorized in Act	Budgeted			Unbudgeted	% of Authorized Unused	Authorized in Act	Budgeted			Unbudgeted	% of Authorized Unused	Authorized in Act	Budgeted			Unbudgeted	% of Authorized Unused
	Filled	Unfilled	Total	Total			Filled	Unfilled	Total	Total			Filled	Unfilled	Total	Total	
0	0	0	0	0	0.00 %	0	0	0	0	0	0.00 %	0	0	0	0	0	0.00 %

Analysis of Budget Request

Appropriation: 2JV - Operations

Funding Sources: MHR - Home Inspector Registration Board - Cash

The Arkansas Home Inspector Registration Board was created by Act 1328 of 2003. Act 1328 repealed Subchapters 1 and 2 of Arkansas Code Title 17, Chapter 52 and added an additional subchapter. Subchapter 3 cited as "The Arkansas Home Inspectors Registration Act" created the Arkansas Home Inspector Registration Board. The Board became a state agency effective July 1, 2004, having met fund balance requirements.

The purpose of the Board is to protect the public from those persons who are untrained and unqualified to conduct home inspections, to license those individuals who meet the qualifications of licensure under the Act, and to hear and resolve such disciplinary matters as may come before the Board. The Board is funded by license fees.

The Board requests a change level of \$55,113 for Regular Salaries and Personal Services Matching for each year of the biennium for an Executive Director position Grade C122. The Board also requests a reduction of \$48,690 for the Various Maintenance & Operation Expenses line item. This reduction partially offsets the requested new position and the existing Administrator's contract and other expenses associated with office facilities support.

The Executive Recommendation provides for the Agency Request with the exception of the grade requested for the Executive Director position, which is recommended at Grade C120.

Appropriation Summary

Appropriation: 2JV - Operations

Funding Sources: MHR - Home Inspector Registration Board - Cash

Historical Data

Agency Request and Executive Recommendation

Commitment Item	2011-2012	2012-2013	2012-2013	2013-2014			2014-2015		
	Actual	Budget	Authorized	Base Level	Agency	Executive	Base Level	Agency	Executive
Regular Salaries 5010000	0	0	0	0	41,159	37,332	0	41,159	37,332
#Positions	0	0	0	0	1	1	0	1	1
Personal Services Matching 5010003	0	0	0	0	13,954	13,114	0	13,954	13,114
Various Maintenance and Op 5900046	50,750	60,690	60,690	60,690	12,000	12,000	60,690	12,000	12,000
Total	50,750	60,690	60,690	60,690	67,113	62,446	60,690	67,113	62,446
Funding Sources									
Fund Balance 4000005	241,214	255,881		257,191	257,191	257,191	257,501	251,078	256,745
Cash Fund 4000045	65,417	62,000		61,000	61,000	62,000	61,000	61,000	62,000
Total Funding	306,631	317,881		318,191	318,191	319,191	318,501	312,078	318,745
Excess Appropriation/(Funding)	(255,881)	(257,191)		(257,501)	(251,078)	(256,745)	(257,811)	(244,965)	(256,299)
Grand Total	50,750	60,690		60,690	67,113	62,446	60,690	67,113	62,446

Change Level by Appropriation

Appropriation: 2JV - Operations
Funding Sources: MHR - Home Inspector Registration Board - Cash

Agency Request

Change Level		2013-2014	Pos	Cumulative	% of BL	2014-2015	Pos	Cumulative	% of BL
BL	Base Level	60,690	0	60,690	100.0	60,690	0	60,690	100.0
C01	Existing Program	55,113	1	115,803	190.8	55,113	1	115,803	190.8
C03	Discontinue Program	(48,690)	0	67,113	110.6	(48,690)	0	67,113	110.6

Executive Recommendation

Change Level		2013-2014	Pos	Cumulative	% of BL	2014-2015	Pos	Cumulative	% of BL
BL	Base Level	60,690	0	60,690	100.0	60,690	0	60,690	100.0
C01	Existing Program	50,446	1	111,136	183.1	50,446	1	111,136	183.1
C03	Discontinue Program	(48,690)	0	62,446	102.9	(48,690)	0	62,446	102.9

Justification

C01	The Board requests a change level of \$55,113 in Regular Salaries and Personal Services Matching for an Executive Director position Grade C122. The Board currently has no authorized positions. All administrative support for the Board has been provided by a private contractor since 2004. The original duties were limited to licensee record maintenance and bookkeeping. The Board's role has increased with a much greater emphasis on educational programs which it certifies, as well as on investigations and processing of complaints and disciplinary matters in accordance with the Administrative Procedures Act. The activities of the contractor have also expanded to include research and advise on most matters brought before the Board or its subcommittees. The current duties also include decisions and interpretation of Board Rules and implementation of administrative procedures on a daily basis which are beyond the scope of a contractor and more appropriate for an agency employee. This new position will provide stable staffing where institutional knowledge is critical to carrying out the mission of a volunteer board, discontinue the Professional Services Contract, afford the board appropriate mechanisms for direct personnel management, as well as compensation, discipline, and termination procedures not available under a Professional Services Contract.
C03	The Board requests a change level reduction of \$48,690 for the Various Maintenance & Operation Expenses line item. This reduction is a partial offset between the requested new position and the existing Administrator's contract and other expenses associated with office support.

Analysis of Budget Request

Appropriation: 86N - Public Awareness Campaign

Funding Sources: MHR - Home Inspector Registration Board - Cash

This appropriation was approved during the Regular Session of the 88th General Assembly. The appropriation will be used for the research, procurement, and implementation of a public awareness program to promote the benefits of the services of a licensed home inspector, especially prior to purchase. Although this will fund a variety of efforts, it will primarily consist of the development and broadcast of TV and radio spots.

The Board requests Base Level appropriation of \$25,000 each year of the biennium. Funding for this program will be from Fund Balance.

The Executive Recommendation provides for the Agency Request. Expenditure of appropriation is contingent upon available funding.

Appropriation Summary

Appropriation: 86N - Public Awareness Campaign
Funding Sources: MHR - Home Inspector Registration Board - Cash

Historical Data

Agency Request and Executive Recommendation

Commitment Item	2011-2012	2012-2013	2012-2013	2013-2014			2014-2015		
	Actual	Budget	Authorized	Base Level	Agency	Executive	Base Level	Agency	Executive
Public Awareness Campaign 5900046	0	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000
Total	0	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000
Funding Sources									
Fund Balance 4000005	75,000	75,000		50,000	50,000	50,000	25,000	25,000	25,000
Total Funding	75,000	75,000		50,000	50,000	50,000	25,000	25,000	25,000
Excess Appropriation/(Funding)	(75,000)	(50,000)		(25,000)	(25,000)	(25,000)	0	0	0
Grand Total	0	25,000		25,000	25,000	25,000	25,000	25,000	25,000

LIQUEFIED PETROLEUM GAS BOARD

Enabling Laws

Act 111 of 2012
A.C.A. §15-75-101

History and Organization

The mission of the Liquefied Petroleum Gas Board is to protect the interests and welfare of the general public by providing enforcement of safety requirements contained in the laws and codes that regulate the manufacture, sale, installation, and use of containers and equipment in the storage, transportation, dispensing, and utilization of liquefied petroleum gases.

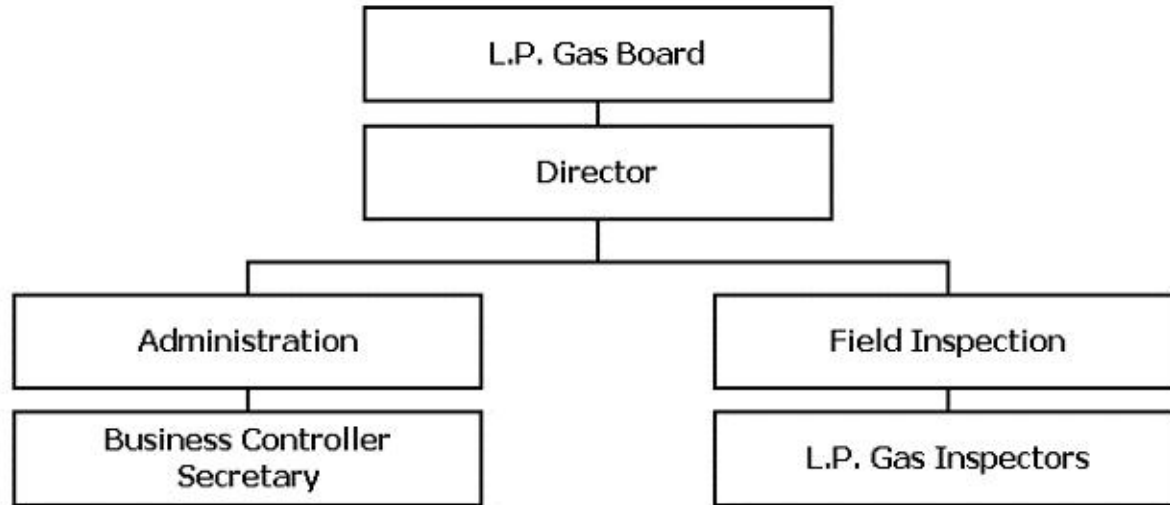
Act 204 of 1939 provided the initial authority for regulation of these activities. These duties were first assigned to a section of the Boiler Inspection Division of the State Department of Labor.

Act 18 of 1957 created a separate agency known as the State Liquefied Petroleum Gas Board that became responsible for enforcement and administration of the rules, regulations, and laws governing the Liquefied Petroleum Gas industry. A seven (7) member Liquefied Petroleum Gas Board was also created by this Act to make judgments concerning permit awards and adjudicate service and territorial disputes. The current structure of fees for permits, licenses, inspections, and registrations provides special revenue funding for Agency operations. The Agency receives no general revenue support.

Act 31 of 1965 is the present authority under which the Agency operates. This Act replaces all the previous acts and amendments and authorizes a fee for inspections of piping in domestic, commercial, industrial, and other types of buildings in which Liquefied Petroleum Gas is utilized.

The Agency's staff consists of seven (7) positions split between an Administrative Section and a Field Inspection Section. The Administrative Section provides the necessary administration, supervision, and clerical support for efficient operations. The Field Inspection Section conducts all inspections required for containers, systems, appliances, and equipment utilized in the storage, transportation, delivery, and usage of Liquefied Petroleum Gas in this State. The Field Section is also responsible for presentation of safety and educational programs on a continuing basis.

Special accomplishments and programs initiated since the formation of the current Board organizational structure in 1957 include the aforementioned safety programs among dealers, their employees, and members of various fire departments throughout the State; setting up of qualifications for a general safety supervisor for each Liquefied Petroleum Gas dealer; strict enforcement of the Liquefied Petroleum Gas Code and the rules and regulations contained therein; improvements in installation methods and placement of large numbers of bulk and commercial storage containers; and periodic spot inspections of existing domestic installations.



Agency Commentary

The Liquefied Petroleum Gas Board staff consists of seven (7) positions which are charged with the responsibility of regulating the Liquefied Petroleum Gas industry in the State, according to the mandates in the Liquefied Petroleum Gas Code. In order for the agency to continue in the efficient performance of its duties, this budget is predicated on each year's Base Level plus the restoration of Capital Outlay to replace two (2) vehicles in FY2014 and three (3) vehicles FY2015. Vehicles will be replaced as needed due to high mileage and/or maintenance costs. These vehicles will be used by LP Gas Inspectors to conduct inspections and investigate complaints statewide.

Audit Findings

DIVISION OF LEGISLATIVE AUDIT
AUDIT OF :
LIQUEFIED PETROLEUM GAS BOARD
FOR THE YEAR ENDED JUNE 30, 2011

Findings

Recommendations

None

None

State Contracts Over \$25,000 Awarded To Minority Owned Businesses Fiscal Year 2012

None

Employment Summary

	Male	Female	Total	%
White Employees	4	3	7	100 %
Black Employees	0	0	0	0 %
Other Racial Minorities	0	0	0	0 %
Total Minorities			0	0 %
Total Employees			7	100 %

Publications

A.C.A. 25-1-204

Name	Statutory Authorization	Required for		# of Copies	Reason(s) for Continued Publication and Distribution
		Governor	General Assembly		
L.P. Code	A.C.A. 15-75-207	N	N	5,000	Rules and Regulation Changes

Agency Position Usage Report

FY2010 - 2011						FY2011 - 2012						FY2012 - 2013					
Authorized in Act	Budgeted			Unbudgeted	% of Authorized Unused	Authorized in Act	Budgeted			Unbudgeted	% of Authorized Unused	Authorized in Act	Budgeted			Unbudgeted	% of Authorized Unused
	Filled	Unfilled	Total	Total			Filled	Unfilled	Total	Total			Filled	Unfilled	Total	Total	
7	7	0	7	0	0.00 %	7	7	0	7	0	0.00 %	7	7	0	7	0	0.00 %

Analysis of Budget Request

Appropriation: 050 - Liquefied Petroleum Gas Board-Operations

Funding Sources: SIL - Liquefied Petroleum Gas Fund

The Liquefied Petroleum Gas Board is funded by inspection, permit, and license fees that are enumerated in A.C.A. § 19-6-407. These fees are deposited as special revenues in the Liquefied Petroleum Gas Board Fund.

Base Level Regular Salaries and Personal Services Matching includes Career Service payments for eligible employees. Personal Services Matching also includes a \$20 increase in the monthly contribution for State employee's health insurance for a total State match per budgeted employee of \$410 per month. Base Level salaries and matching do not include appropriation for a Cost of Living Adjustment or Merit Pay Increases.

In addition to Base Level of \$586,274 in FY14 and \$586,397 in FY15, the Board is requesting Capital Outlay of \$40,000 in FY14 to replace two (2) vehicles and \$60,000 in FY15 to replace three (3) vehicles. Vehicles will be replaced as needed due to high mileage and/or maintenance costs. These vehicles will be used by LP Gas Inspectors to conduct inspections and investigate complaints statewide.

The Executive Recommendation provides for the Agency Request.

Appropriation Summary

Appropriation: 050 - Liquefied Petroleum Gas Board-Operations

Funding Sources: SIL - Liquefied Petroleum Gas Fund

Historical Data

Agency Request and Executive Recommendation

Commitment Item		Historical Data			Agency Request and Executive Recommendation			Agency Request and Executive Recommendation		
		2011-2012 Actual	2012-2013 Budget	2012-2013 Authorized	2013-2014			2014-2015		
					Base Level	Agency	Executive	Base Level	Agency	Executive
Regular Salaries	5010000	303,717	285,022	290,993	285,622	285,622	285,622	285,722	285,722	285,722
#Positions		7	7	7	7	7	7	7	7	7
Extra Help	5010001	0	8,300	8,300	8,300	8,300	8,300	8,300	8,300	8,300
#Extra Help		0	1	1	1	1	1	1	1	1
Personal Services Matching	5010003	91,651	95,715	91,406	97,702	97,702	97,702	97,725	97,725	97,725
Operating Expenses	5020002	123,137	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000
Conference & Travel Expenses	5050009	0	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000
Professional Fees	5060010	22,610	38,650	38,650	38,650	38,650	38,650	38,650	38,650	38,650
Data Processing	5090012	0	0	0	0	0	0	0	0	0
Capital Outlay	5120011	13,840	60,000	60,000	0	40,000	40,000	0	60,000	60,000
Total		554,955	643,687	645,349	586,274	626,274	626,274	586,397	646,397	646,397

Funding Sources										
Fund Balance	4000005	950,099	958,537		864,850	864,850	864,850	838,576	798,576	798,576
Special Revenue	4000030	563,393	550,000		560,000	560,000	560,000	550,000	550,000	550,000
Total Funding		1,513,492	1,508,537		1,424,850	1,424,850	1,424,850	1,388,576	1,348,576	1,348,576
Excess Appropriation/(Funding)		(958,537)	(864,850)		(838,576)	(798,576)	(798,576)	(802,179)	(702,179)	(702,179)
Grand Total		554,955	643,687		586,274	626,274	626,274	586,397	646,397	646,397

FY13 Budget amount in Personal Services Matching exceeds the authorized amount due to matching rate adjustments during the 2011-2013 biennium.

Change Level by Appropriation

Appropriation: 050 - Liquefied Petroleum Gas Board-Operations
Funding Sources: SIL - Liquefied Petroleum Gas Fund

Agency Request

Change Level		2013-2014	Pos	Cumulative	% of BL	2014-2015	Pos	Cumulative	% of BL
BL	Base Level	586,274	7	586,274	100.0	586,397	7	586,397	100.0
C01	Existing Program	40,000	0	626,274	106.8	60,000	0	646,397	110.2

Executive Recommendation

Change Level		2013-2014	Pos	Cumulative	% of BL	2014-2015	Pos	Cumulative	% of BL
BL	Base Level	586,274	7	586,274	100.0	586,397	7	586,397	100.0
C01	Existing Program	40,000	0	626,274	106.8	60,000	0	646,397	110.2

Justification

C01	Restoration of Capital Outlay appropriation is requested to replace as needed (2) vehicles in FY2014 and (3) vehicles in FY2015, respectively. These vehicles will be used by LP Gas Inspectors to conduct inspections and investigate complaints statewide.
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ARKANSAS MANUFACTURED HOME COMMISSION

Enabling Laws

Act 45 of 2012
A.C.A. §20-25-105

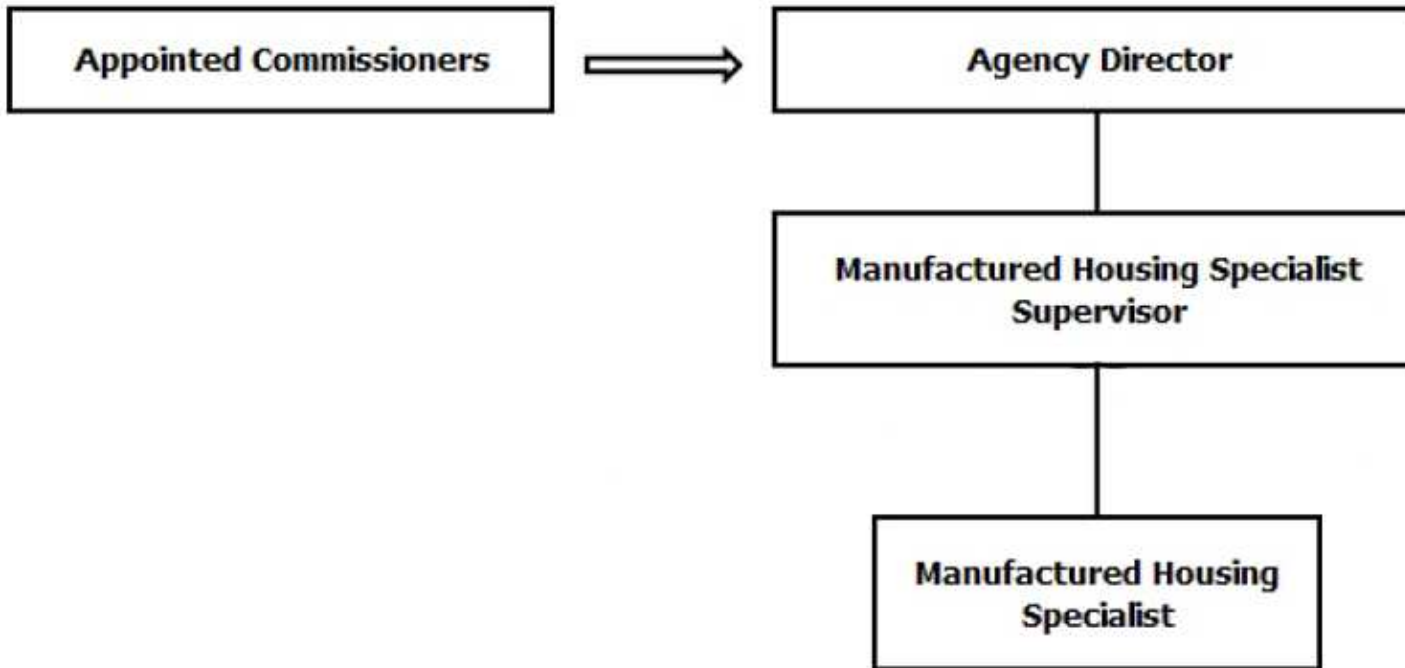
History and Organization

The Arkansas Manufactured Home Commission was established as a division of the Department of Health by Act 510 of 1973, and then became an independent State Agency through Act 419 of 1977.

The Commission has been approved by the Department of Housing and Urban Development to enforce the Federal Manufactured Home Construction and Safety Standards and the Federal Manufactured Home Procedural and Enforcement Regulations.

The Commission is responsible for regulating the manufactured housing industry by requiring manufacturers and dealers to be certified with the Commission and installers and salespersons to be licensed by the Commission. Other responsibilities include the monitoring of manufactured home dealer lots, mandatory continuing education classes for persons performing installations, participation in the National Plant monitoring quality control audits, establishing and enforcing installation standards, and on-site home inspections. Additionally, the Commission handles consumer complaints relating to the structural defects in the home and the blocking/anchoring of manufactured homes within the State of Arkansas. The Commission has an inspection program for new manufactured homes.

The Commission consists of 10 Arkansas Manufactured Home Commissioners appointed by the Governor to oversee the Agency. The Agency staff of three includes the Manufactured Housing Commission Director, Manufactured Housing Specialist Supervisor and a Manufactured Housing Specialist.



Agency Commentary

The Arkansas Manufactured Home Commission monitors manufactured home dealer lots and mandatory continuing education classes for persons performing installations, participates in the National Plant monitoring quality control audits, establishes and enforces installation standards, and conducts on-site home inspections. The Commission is funded by receipt of fees charged by the Agency, as authorized by A.C.A. § 20-25-101 et seq.

Base Level is \$492,509 each year of the 2013-2015 biennium.

The Commission is requesting a Change Level increase in Operating Expenses and Conference and Travel Expenses of \$5,000 each (\$10,000 total) to bring the available appropriation in line with existing legislation, A.C.A. 20-29-111, regarding the Manufactured Housing Recovery Fund in fund center 235.

Audit Findings

DIVISION OF LEGISLATIVE AUDIT
AUDIT OF :
ARKANSAS MANUFACTURED HOME COMMISSION
FOR THE YEAR ENDED JUNE 30, 2011

Findings

Recommendations

None

None

State Contracts Over \$25,000 Awarded To Minority Owned Businesses Fiscal Year 2012

None

Employment Summary

	Male	Female	Total	%
White Employees	2	1	3	100 %
Black Employees	0	0	0	0 %
Other Racial Minorities	0	0	0	0 %
Total Minorities			0	0 %
Total Employees			3	100 %

Publications

A.C.A. 25-1-204

Name	Statutory Authorization	Required for		# of Copies	Reason(s) for Continued Publication and Distribution
		Governor	General Assembly		
Rules and Regulations	ACA 20-25-106	N	N	250	Periodic Updates to Rules and Regulations

Department Appropriation Summary

Historical Data

Agency Request and Executive Recommendation

Appropriation	2011-2012		2012-2013		2012-2013		2013-2014					2014-2015						
	Actual	Pos	Budget	Pos	Authorized	Pos	Base Level	Pos	Agency	Pos	Executive	Pos	Base Level	Pos	Agency	Pos	Executive	Pos
089 Arkansas Manufactured Home - Operations	267,471	3	277,509	3	283,985	3	277,509	3	277,509	3	277,509	3	277,509	3	277,509	3	277,509	3
235 Investments & Claims	48,727	0	215,000	0	215,000	0	215,000	0	225,000	0	225,000	0	215,000	0	225,000	0	225,000	0
Total	316,198	3	492,509	3	498,985	3	492,509	3	502,509	3	502,509	3	492,509	3	502,509	3	502,509	3

Funding Sources		%		%		%		%		%		%		%		%		%
Fund Balance 4000005	1,536,170	83.3	1,527,485	82.8			1,351,976	81.0	1,351,976	81.0	1,351,976	81.0	1,176,467	78.8	1,166,467	78.6	1,166,467	78.6
Federal Revenue 4000020	93,000	5.0	93,000	5.0			93,000	5.6	93,000	5.6	93,000	5.6	93,000	6.2	93,000	6.3	93,000	6.3
Special Revenue 4000030	214,513	11.6	224,000	12.1			224,000	13.4	224,000	13.4	224,000	13.4	224,000	15.0	224,000	15.1	224,000	15.1
Total Funds	1,843,683	100.0	1,844,485	100.0			1,668,976	100.0	1,668,976	100.0	1,668,976	100.0	1,493,467	100.0	1,483,467	100.0	1,483,467	100.0
Excess Appropriation/(Funding)	(1,527,485)		(1,351,976)				(1,176,467)		(1,166,467)		(1,166,467)		(1,000,958)		(980,958)		(980,958)	
Grand Total	316,198		492,509				492,509		502,509		502,509		492,509		502,509		502,509	

Agency Position Usage Report

FY2010 - 2011						FY2011 - 2012						FY2012 - 2013					
Authorized in Act	Budgeted			Unbudgeted	% of Authorized Unused	Authorized in Act	Budgeted			Unbudgeted	% of Authorized Unused	Authorized in Act	Budgeted			Unbudgeted	% of Authorized Unused
	Filled	Unfilled	Total	Total			Filled	Unfilled	Total	Total			Filled	Unfilled	Total	Total	
5	3	2	5	0	40.00 %	3	3	0	3	0	0.00 %	3	2	1	3	0	33.33 %

Analysis of Budget Request

Appropriation: 089 - Arkansas Manufactured Home - Operations

Funding Sources: SHM - Manufactured Homes Standard Fund

The Arkansas Manufactured Home Commission monitors manufactured home dealer lots and mandatory continuing education classes for persons performing installations, participates in the National Plant monitoring quality control audits, establishes and enforces installation standards, and conducts on-site home inspections. The Commission is funded by receipt of fees charged by the Agency, as authorized by A.C.A. § 20-25-101 et seq.

Base Level Regular Salaries and Personal Services Matching includes Career Service payments for eligible employees. Personal Services Matching also includes a \$20 increase in the monthly contribution for State employee's health insurance for a total State match per budgeted employee of \$410 per month. Base Level salaries and matching do not include appropriation for a Cost of Living Adjustment or Merit Pay Increases.

The Commission is requesting Base Level of \$277,509 for the 2013-2015 biennium.

The Executive Recommendation provides for the Agency Request.

Appropriation Summary

Appropriation: 089 - Arkansas Manufactured Home - Operations

Funding Sources: SHM - Manufactured Homes Standard Fund

Historical Data

Agency Request and Executive Recommendation

Commitment Item	2011-2012	2012-2013	2012-2013	2013-2014			2014-2015		
	Actual	Budget	Authorized	Base Level	Agency	Executive	Base Level	Agency	Executive
Regular Salaries 5010000	162,148	153,319	157,454	153,319	153,319	153,319	153,319	153,319	153,319
#Positions	3	3	3	3	3	3	3	3	3
Personal Services Matching 5010003	49,446	47,602	49,943	47,602	47,602	47,602	47,602	47,602	47,602
Operating Expenses 5020002	39,572	66,038	66,038	66,038	66,038	66,038	66,038	66,038	66,038
Conference & Travel Expenses 5050009	532	7,500	7,500	7,500	7,500	7,500	7,500	7,500	7,500
Professional Fees 5060010	365	3,050	3,050	3,050	3,050	3,050	3,050	3,050	3,050
Data Processing 5090012	0	0	0	0	0	0	0	0	0
Capital Outlay 5120011	15,408	0	0	0	0	0	0	0	0
Total	267,471	277,509	283,985	277,509	277,509	277,509	277,509	277,509	277,509
Funding Sources									
Fund Balance 4000005	225,501	208,849		193,340	193,340	193,340	177,831	177,831	177,831
Federal Revenue 4000020	93,000	93,000		93,000	93,000	93,000	93,000	93,000	93,000
Special Revenue 4000030	157,819	169,000		169,000	169,000	169,000	169,000	169,000	169,000
Total Funding	476,320	470,849		455,340	455,340	455,340	439,831	439,831	439,831
Excess Appropriation/(Funding)	(208,849)	(193,340)		(177,831)	(177,831)	(177,831)	(162,322)	(162,322)	(162,322)
Grand Total	267,471	277,509		277,509	277,509	277,509	277,509	277,509	277,509

Analysis of Budget Request

Appropriation: 235 - Investments & Claims

Funding Sources: THR - Manufactured Housing Recovery Fund

The Arkansas Manufactured Home Commission's Investment and Claims appropriation is funded by receipt of fees from license renewals by manufacturers, dealers, and installers. Funds collected are subsequently paid out in the form of actual costs of repairs to qualifying homeowners and as refunds for businesses that cease operations.

The Commission is requesting a Change Level increase of \$5,000 in Operating Expenses and \$5,000 in Conference Fees and Travel to bring the available appropriation in line with A.C.A. 20-29-111 regarding the Manufactured Housing Recovery Fund. The legislation allows the Commission to approve the use of up to five percent (5%) of the fund balance above \$400,000 to be used for training and education programs.

The Executive Recommendation provides for the Agency Request.

Appropriation Summary

Appropriation: 235 - Investments & Claims

Funding Sources: THR - Manufactured Housing Recovery Fund

Historical Data

Agency Request and Executive Recommendation

Commitment Item		2011-2012	2012-2013	2012-2013	2013-2014			2014-2015		
		Actual	Budget	Authorized	Base Level	Agency	Executive	Base Level	Agency	Executive
Operating Expenses	5020002	3,277	15,000	15,000	15,000	20,000	20,000	15,000	20,000	20,000
Conference & Travel Expenses	5050009	0	15,000	15,000	15,000	20,000	20,000	15,000	20,000	20,000
Professional Fees	5060010	0	0	0	0	0	0	0	0	0
Data Processing	5090012	0	0	0	0	0	0	0	0	0
Refunds/Reimbursements	5110014	42,500	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000
Claims	5110015	2,950	135,000	135,000	135,000	135,000	135,000	135,000	135,000	135,000
Capital Outlay	5120011	0	0	0	0	0	0	0	0	0
Total		48,727	215,000	215,000	215,000	225,000	225,000	215,000	225,000	225,000
Funding Sources										
Fund Balance	4000005	1,310,669	1,318,636		1,158,636	1,158,636	1,158,636	998,636	988,636	988,636
Special Revenue	4000030	56,694	55,000		55,000	55,000	55,000	55,000	55,000	55,000
Total Funding		1,367,363	1,373,636		1,213,636	1,213,636	1,213,636	1,053,636	1,043,636	1,043,636
Excess Appropriation/(Funding)		(1,318,636)	(1,158,636)		(98,636)	(98,636)	(98,636)	(838,636)	(818,636)	(818,636)
Grand Total		48,727	215,000		215,000	225,000	225,000	215,000	225,000	225,000

Change Level by Appropriation

Appropriation: 235 - Investments & Claims
Funding Sources: THR - Manufactured Housing Recovery Fund

Agency Request

Change Level		2013-2014	Pos	Cumulative	% of BL	2014-2015	Pos	Cumulative	% of BL
BL	Base Level	215,000	0	215,000	100.0	215,000	0	215,000	100.0
C01	Existing Program	10,000	0	225,000	104.7	10,000	0	225,000	104.7

Executive Recommendation

Change Level		2013-2014	Pos	Cumulative	% of BL	2014-2015	Pos	Cumulative	% of BL
BL	Base Level	215,000	0	215,000	100.0	215,000	0	215,000	100.0
C01	Existing Program	10,000	0	225,000	104.7	10,000	0	225,000	104.7

Justification

C01	The Commission is requesting a change level increase in Operating Expenses and Conference and Travel Expenses of \$5,000 each (\$10,000) total to bring the available appropriation in line with existing legislation, A.C.A. 20-29-111, regarding the Manufactured Housing Recovery Fund in fund center 235.
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ARKANSAS STATE BOARD OF MASSAGE THERAPY

Enabling Laws

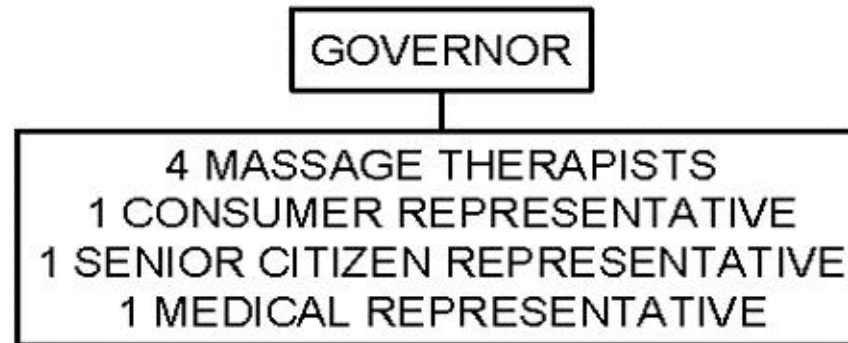
Act 84 of 2012
A.C.A. §19-5-1215

History and Organization

The Arkansas State Board of Massage Therapy was created with the intent to upgrade the standards of practice and education of massage therapy and regulate the practice of massage therapy in the State of Arkansas.

The Board consists of seven (7) members appointed by the Governor for a term of three years. Four members are licensed to practice massage therapy. One member represents the elderly, one member represents the public, and one member represents the medical field.

The Board has statutory authority to examine and inspect at least once each year all massage therapy schools, offices, and clinics in the state. The Board is required to administer an examination for each new applicant and may hold other licensing examinations from time to time. Licenses are issued biannually for Massage Therapists, Master Massage Therapists and Massage Therapy Instructors. Licenses for Massage Therapy Schools and Massage Therapy Clinics expire on June 30th of each year.



Agency Commentary

The Arkansas State Board of Massage Therapy is requesting total appropriation of \$236,141 in FY14 and \$236,266 in FY 15.

The Board is requesting an \$8,800 increase in Operating Expense for the following:

- This increase will allow the Board to relocate to a larger facility to meet the Board's needs, increasing the yearly lease by \$7,300. An increase of \$1,500 will allow for mileage reimbursement for the Board's Inspector to travel to massage therapy schools, clinics and spas throughout the state;

The Board is requesting a \$3,000 increase in Operating Expense for the following:

- This increase will allow for the Board's first educational workshop for massage therapists throughout the state. This workshop would provide massage therapists with the opportunity to learn more about the scope of the practice of massage, to learn new techniques, expose them to more opportunities for earning continuing education hours, provide networking opportunities for newly licensed therapists and earn continuing education hours for attending the workshop;

The Board is requesting an increase in Regular Salaries and Personal Services Matching for the following:

- This increase will allow for the restoration of two positions obtained from the Central Growth Pool that were approved by the ALC Personnel Committee in May, 2011 and April, 2012;
- This increase will allow for reclassification of one position, Therapy Technology Board Secretary, Grade C115, to ASBMT Executive Director, Grade C124. This request is due to an increase in the responsibilities of this position, and would better align this position with the work being performed.

This request will provide sufficient appropriation for the operations of the Board for yearly examinations and inspections of all massage therapy schools, offices and clinics in the State of Arkansas. It will also provide the appropriation for the administration of new applicant exams and investigations of complaints against licensed massage therapists.

Audit Findings

DIVISION OF LEGISLATIVE AUDIT

AUDIT OF :
ARKANSAS STATE BOARD OF MASSAGE THERAPY

FOR THE YEAR ENDED JUNE 30, 2011

Findings

Recommendations

None

None

State Contracts Over \$25,000 Awarded To Minority Owned Businesses Fiscal Year 2012

None

Employment Summary

	Male	Female	Total	%
White Employees	0	0	0	0 %
Black Employees	1	2	3	100 %
Other Racial Minorities	0	0	0	0 %
Total Minorities			3	100 %
Total Employees			3	100 %

Publications

A.C.A. 25-1-204

Name	Statutory Authorization	Required for		# of Copies	Reason(s) for Continued Publication and Distribution
		Governor	General Assembly		
None	N/A	N	N	0	N/A

Agency Position Usage Report

FY2010 - 2011						FY2011 - 2012						FY2012 - 2013					
Authorized in Act	Budgeted			Unbudgeted	% of Authorized Unused	Authorized in Act	Budgeted			Unbudgeted	% of Authorized Unused	Authorized in Act	Budgeted			Unbudgeted	% of Authorized Unused
	Filled	Unfilled	Total	Total			Filled	Unfilled	Total	Total			Filled	Unfilled	Total	Total	
2	2	1	3	-1	0.00 %	2	4	0	4	-2	-100.00 %	2	3	1	4	-2	-50.00 %

Budgeted Positions exceed Authorized due to positions obtained from the Central Growth Pool.

Analysis of Budget Request

Appropriation: 428 - Massage Board Operations

Funding Sources: MMT - Massage Therapy Board

The Arkansas State Board of Massage Therapy was created to upgrade the standards of practice and education of massage therapy and regulate the practice of massage therapy in the State of Arkansas. The Board has statutory authority to examine and inspect all massage therapy schools, offices, and clinics in the State. The Board is required to hold at least one examination each year, and may hold other examinations from time to time. Certificates of registration are issued annually for Massage Therapists, Master Massage Therapists, Massage Therapy Instructors, Massage Therapy schools, and Massage Therapy offices or clinics.

Base Level Regular Salaries and Personal Services Matching includes Career Service payments for eligible employees. Personal Services Matching also includes a \$20 increase in the monthly contribution for State employee's health insurance for a total State match per budgeted employee of \$410 per month. Base Level salaries and matching do not include appropriation for a Cost of Living Adjustment or Merit Pay Increases.

The Change Level request of \$80,918 in each year of the biennium reflects the following:

Restoration of two positions from the Central Growth Pool and reclassification of one position, increasing Regular Salaries appropriation by \$47,542 and Personal Services Matching by \$21,576.

An \$11,800 appropriation increase in Operating Expenses related to travel expenses for the Board's inspector, rent of a larger facility and to provide appropriation for the Board's first educational workshop.

The Executive Recommendation provides for the Agency Request, with the exception of the position reclassification request. This position is recommended at a grade C120 with a title change to ASBMT Executive Director.

Appropriation Summary

Appropriation: 428 - Massage Board Operations

Funding Sources: MMT - Massage Therapy Board

Historical Data

Agency Request and Executive Recommendation

Commitment Item	Historical Data			Agency Request and Executive Recommendation			Agency Request and Executive Recommendation		
	2011-2012 Actual	2012-2013 Budget	2012-2013 Authorized	2013-2014			2014-2015		
				Base Level	Agency	Executive	Base Level	Agency	Executive
Regular Salaries 5010000	91,366	122,940	76,000	75,845	123,387	122,940	75,945	123,487	123,040
#Positions	4	4	2	2	4	4	2	4	4
Personal Services Matching 5010003	30,591	48,668	26,393	28,088	49,664	49,664	28,113	49,689	49,689
Operating Expenses 5020002	50,994	51,290	51,290	51,290	63,090	63,090	51,290	63,090	63,090
Conference & Travel Expenses 5050009	0	0	0	0	0	0	0	0	0
Professional Fees 5060010	0	0	0	0	0	0	0	0	0
Data Processing 5090012	0	0	0	0	0	0	0	0	0
Capital Outlay 5120011	0	0	0	0	0	0	0	0	0
Total	172,951	222,898	153,683	155,223	236,141	235,694	155,348	236,266	235,819
Funding Sources									
Fund Balance 4000005	245,435	260,726		162,828	162,828	162,828	162,605	81,687	82,134
Special Revenue 4000030	188,242	125,000		155,000	155,000	155,000	155,000	155,000	155,000
Total Funding	433,677	385,726		317,828	317,828	317,828	317,605	236,687	237,134
Excess Appropriation/(Funding)	(260,726)	(162,828)		(162,605)	(81,687)	(82,134)	(162,257)	(421)	(1,315)
Grand Total	172,951	222,898		155,223	236,141	235,694	155,348	236,266	235,819

FY13 Budget amounts in Regular Salaries and Personal Services Matching exceed the authorized amounts due to transfers from the Agency Growth Pool during the 2011-2013 biennium.

Change Level by Appropriation

Appropriation: 428 - Massage Board Operations
Funding Sources: MMT - Massage Therapy Board

Agency Request

Change Level		2013-2014	Pos	Cumulative	% of BL	2014-2015	Pos	Cumulative	% of BL
BL	Base Level	155,223	2	155,223	100.0	155,348	2	155,348	100.0
C01	Existing Program	8,800	0	164,023	105.7	8,800	0	164,148	105.7
C02	New Program	3,000	0	167,023	107.6	3,000	0	167,148	107.6
C06	Restore Position/Approp	68,671	2	235,694	151.8	68,671	2	235,819	151.8
C10	Reclass	447	0	236,141	152.1	447	0	236,266	152.1

Executive Recommendation

Change Level		2013-2014	Pos	Cumulative	% of BL	2014-2015	Pos	Cumulative	% of BL
BL	Base Level	155,223	2	155,223	100.0	155,348	2	155,348	100.0
C01	Existing Program	8,800	0	164,023	105.7	8,800	0	164,148	105.7
C02	New Program	3,000	0	167,023	107.6	3,000	0	167,148	107.6
C06	Restore Position/Approp	68,671	2	235,694	151.8	68,671	2	235,819	151.8
C10	Reclass	0	0	235,694	151.8	0	0	235,819	151.8

Justification

C01	The Board is requesting an \$8,800 increase in Operating Expenses. This increase will allow the Board to relocate to a larger facility to meet the Board's needs, increasing the yearly lease by \$7,300. An increase of \$1,500 will allow for mileage reimbursement for the Board's Inspector to travel to massage therapy schools, clinics and spas throughout the state.
C02	The Board is requesting \$3,000 in Operating Expenses for the first educational workshop for massage therapists throughout the state. This workshop would provide massage therapists with the opportunity to learn more about the scope of the practice of massage, to learn new techniques, expose them to more opportunities for earning continuing education hours, provide networking opportunities for newly licensed therapists and earn continuing education hours for attending the workshop.
C06	The Board is requesting restoration of two positions (Massage Therapy Inspector and Administrative Specialist II) obtained from the Central Growth Pool that were approved by the ALC Personnel Committee in May, 2011 and April, 2012.
C10	The Board is requesting a reclassification of one position, Therapy Technology Board Secretary, Grade C115, to ASBMT Executive Director, Grade C124. This request is due to an increase in the responsibilities of this position, and would better align this position with the work being performed.

ARKANSAS STATE MEDICAL BOARD

Enabling Laws

Act 85 of 12

A.C.A. §17-95-202; A.C.A. §17-95-301

A.C.A. §17-88-201; A.C.A. §17-95-704

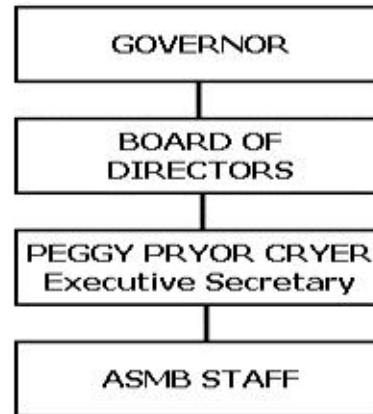
A.C.A. §17-99-201; A.C.A. §17-105-118

History and Organization

In 1955 the General Assembly of the State of Arkansas abolished the three existing medical examining boards to create a single board, namely the Arkansas State Medical Board. A fourteen (14) member Board of Directors appointed by the Governor for six (6) year terms governs it, consisting of twelve (12) physicians and two (2) consumer representatives. In 1971 the Arkansas Osteopathic Board was abolished, and the Arkansas State Medical Board was given the duty of licensing all Osteopathic physicians formerly licensed by the Osteopathic Board. In 1991 a practitioner of Osteopathic medicine was established as a permanent member of the Board of Directors for the Arkansas State Medical Board. In 1995 legislation was passed implementing the State of Arkansas Centralized Credentials Verification Service (CCVS). This Act established a central repository of physicians' credentials in the Arkansas State Medical Board office. In 1999, Act 1066 of 1995 was replaced by Act 1410, which mandated the use of this data repository by all credentialing organizations, hospitals, insurance companies, HMO's (in state and out of state) after specific criteria had been met. This program, which may serve as a model for other states, was designed and developed with the Arkansas State Medical Board. The criterion for implementation of the mandate phase of Act 1410 was met in August 2001, allowing the Board to set the implementation date of January 1, 2002.

The Board licenses and regulates physicians, physician assistants, doctors of osteopathy, occupational therapists, occupational therapy assistants, respiratory therapists, radiologist assistants, and radiology practitioner assistants. The Board also registers medical corporations. Licensure is by credentials, or by those who have successfully passed an examination approved by the Arkansas State Medical Board as set forth in their rules and regulations. Applications are processed by the office of the Executive Secretary, and then presented to the Board for their approval. The Board convenes bi-monthly and conducts all hearings on disciplinary actions as authorized and directed by the Arkansas Medical Practices Act. Under concepts of due process of law, each disciplinary hearing must be preceded by a formal notice, which is prepared by the Board attorney and then issued by the Executive Secretary. Each disciplinary charge is scheduled for a formal hearing before the Board and any citizen filing a charge or complaint against a physician before the Board is afforded a hearing. Any person attempting to practice medicine, respiratory care, occupational therapy, or as a physician assistant, radiologist assistant, or radiology practitioner assistant without being properly licensed, is subject to judicial action by the Board.

The Board is a cash agency and entirely self-supporting. The Board's revenues are received by fees charged for licensure, annual renewals, fines, credentialing requests, issuance of special certificates and permits, and requests for the Board Online Directories which list in real time all physicians, therapists, radiologist assistants, and physician assistants currently licensed by the Board.



Agency Commentary

The Arkansas State Medical Board was given the charge of protecting the health, safety, and welfare of the citizens of the State of Arkansas by the General Assembly, with the goal that all citizens be provided the highest quality health care. The operations of the Board are funded from the receipt of fees charged by this agency.

The Board is asking for the following increases above Base Level:

Operating Expenses

An increase of \$44,000 in FY14 to cover an annual \$33,000 maintenance contract for several out of warranty pieces of equipment, and \$11,000 to cover the increase in our rent of facilities expense.

An increase of \$52,000 in FY15 to cover same \$33,000 annual maintenance contract for out of warranty equipment, and a \$19,000 increase to our rent of facilities expense.

Capital Outlay

A request of \$50,000 in FY14 to purchase/replace our Watchguard Firebox (\$5,000), replace our primary database and analysis server (\$30,000), replace database management software (\$10,000), and replace a Proliant network server (\$5,000).

Audit Findings

DIVISION OF LEGISLATIVE AUDIT
AUDIT OF :
ARKANSAS STATE MEDICAL BOARD
FOR THE YEAR ENDED JUNE 30, 2011

Findings

Recommendations

None

None

State Contracts Over \$25,000 Awarded To Minority Owned Businesses Fiscal Year 2012

None

Employment Summary

	Male	Female	Total	%
White Employees	5	29	34	89 %
Black Employees	0	4	4	11 %
Other Racial Minorities	0	0	0	0 %
Total Minorities			4	11 %
Total Employees			38	100 %

Cash Fund Balance Description as of June 30, 2012

Fund Account	Balance	Type	Location
3180000	\$100,000	CD	Metropolitan Bank, Little Rock

Statutory/Other Restrictions on use:

None

Statutory Provisions for Fees, Fines, Penalties:

None

Revenue Receipts Cycle:

License renewals, application fees, temp permits, late fees, certifications, board fines, investments interest, credentialing fees.

Fund Balance Utilization:

To pay all Board and C CVS expenses including Board meetings, disciplinary hearings, complaint investigations, and all agency operations.

Fund Account	Balance	Type	Location
3180000	\$100,000	CD	Eagle Bank & Trust, Little Rock

Statutory/Other Restrictions on use:

None

Statutory Provisions for Fees, Fines, Penalties:

None

Revenue Receipts Cycle:

License renewals, application fees, temp permits, late fees, certifications, board fines, investments interest, credentialing fees.

Fund Balance Utilization:

To pay all Board and C CVS expenses, including Board meetings, disciplinary hearings, complaint investigations, and all agency operations.

Fund Account	Balance	Type	Location
3180000	\$507,610	CD	Bank of the Ozarks, Little Rock

Statutory/Other Restrictions on use:

None

Statutory Provisions for Fees, Fines, Penalties:

None

Revenue Receipts Cycle:

License renewals, application fees, temp permits, late fees, certifications, board fines, investments interest, credentialing fees.

Fund Balance Utilization:

To pay all Board and C CVS expenses, including Board meetings, disciplinary hearings, complaint investigations, and all agency operations.

Fund Account	Balance	Type	Location
3180000	\$196,934	CD	Parkway Bank, Portland, AR

Statutory/Other Restrictions on use:

None

Statutory Provisions for Fees, Fines, Penalties:

None

Revenue Receipts Cycle:

License renewals, application fees, temp permits, late fees, certifications, board fines, investments interest, credentialing fees.

Fund Balance Utilization:

To pay all Board and C CVS expenses, including Board meetings, disciplinary hearings, complaint investigations, and all agency operations.

Fund Account	Balance	Type	Location
3180000	\$200,000	CD	Bank of England, Little Rock

Statutory/Other Restrictions on use:

None

Statutory Provisions for Fees, Fines, Penalties:

None

Revenue Receipts Cycle:

License renewals, application fees, temp permits, late fees, certifications, board fines, investments interest, credentialing fees.

Fund Balance Utilization:

To pay all Board and C CVS expenses, including Board meetings, disciplinary hearings, complaint investigations, and all agency operations.

Fund Account	Balance	Type	Location
3180000	\$800,000	CD	First Secutity Bank, Little Rock

Statutory/Other Restrictions on use:

None

Statutory Provisions for Fees, Fines, Penalties:

None

Revenue Receipts Cycle:

License renewals, application fees, temp permits, late fees, certifications, board fines, investments interest, credentialing fees.

Fund Balance Utilization:

To pay all Board and C CVS expenses, including Board meetings, disciplinary hearings, complaint investigations, and all agency operations.

Fund Account	Balance	Type	Location
3180000	\$1,071	Checking	Regions Bank, Little Rock

Statutory/Other Restrictions on use:

None

Statutory Provisions for Fees, Fines, Penalties:

None

Revenue Receipts Cycle:

License renewals, application fees, temp permits, late fees, certifications, board fines, investments interest, CCVS credentialing fees.

Fund Balance Utilization:

To pay all Board and CCVS expenses including Board meetings, disciplinary hearings, complaint investigations, and all agency operations.

Fund Account	Balance	Type	Location
3180000	\$466,756	Checking	Metropolitan Bank, Little Rock

Statutory/Other Restrictions on use:

None

Statutory Provisions for Fees, Fines, Penalties:

None

Revenue Receipts Cycle:

License renewals, application fees, temp permits, late fees, certifications, board fines, investments interest, CCVS credentialing fees.

Fund Balance Utilization:

To pay all Board and CCVS (Centralized Credentials Verification Service) expenses, including Board meetings, disciplinary hearings, complaint investigations, and all agency operations.

Fund Account	Balance	Type	Location
3180000	\$200,000	CD	Centennial Bank, Little Rock

Statutory/Other Restrictions on use:

None

Statutory Provisions for Fees, Fines, Penalties:

None

Revenue Receipts Cycle:

License renewals, application fees, temp permits, late fees, certifications, board fines, investments interest, credentialing fees.

Fund Balance Utilization:

To pay all Board and C CVS expenses, including Board meetings, disciplinary hearings, complaint investigations, and all agency operations.

Fund Account	Balance	Type	Location
PMB0100	\$4,809	Payroll	State Treasury

Statutory/Other Restrictions on use:

None

Statutory Provisions for Fees, Fines, Penalties:

None

Revenue Receipts Cycle:

Transfer funds from Operating Account in Fund 3180000

Fund Balance Utilization:

To pay all payroll, retirement, group insurance, board member stipends, workers comp, and unemployment insurance expenses.

Publications

A.C.A. 25-1-204

Name	Statutory Authorization	Required for		# of Copies	Reason(s) for Continued Publication and Distribution
		Governor	General Assembly		
Newsletter	A.C.A. §17-95-201	N	N	40,000	Update licensees, boards, and health related organizations.

Agency Position Usage Report

FY2010 - 2011						FY2011 - 2012						FY2012 - 2013					
Authorized in Act	Budgeted			Unbudgeted	% of Authorized Unused	Authorized in Act	Budgeted			Unbudgeted	% of Authorized Unused	Authorized in Act	Budgeted			Unbudgeted	% of Authorized Unused
	Filled	Unfilled	Total	Total			Filled	Unfilled	Total	Total			Filled	Unfilled	Total	Total	
41	38	3	41	0	7.32 %	41	39	2	41	0	4.88 %	41	40	1	41	0	2.44 %

Analysis of Budget Request

Appropriation: A23 - St Medical-Operations

Funding Sources: 318 - Medical Board-Cash

The Arkansas State Medical Board is funded from fees charged by the Agency, as authorized by A.C.A. §17-88-304. The Board licenses and regulates physicians, physician assistants, doctors of osteopathy, physician assistants, occupational therapists and respiratory therapists. The Board also registers medical corporations. The goal of the Medical Board is that all citizens be provided the highest quality health care.

Base Level Regular Salaries and Personal Services Matching includes Career Service payments for eligible employees. Personal Services Matching also includes a \$20 increase in the monthly contribution for State employee's health insurance for a total State match per budgeted employee of \$410 per month. Base Level salaries and matching do not include appropriation for a Cost of Living Adjustment or Merit Pay Increases. The Base Level salary of unclassified positions reflects the FY13 line item maximum. The Base Level request for Regular Salaries includes board member stipend payments.

The Board is currently authorized 41 full-time positions and one extra help position as well as maintenance and operation expenses totaling \$3,429,263 each year of the biennium.

The Agency change level request totals \$94,000 in FY14 and \$52,000 in FY15 and includes the following:

- \$44,000 in FY14 and \$52,000 in FY15 in Operating Expenses appropriation due to increased rent and an annual maintenance contract on several out of warranty pieces of equipment.
- \$50,000 in FY14 only in Capital Outlay to replace a Watchguard Firebox, a primary database and analysis server, database management software, and a Proliant network server. These requests are located in the Agency IT Plan under the Tab - IT Support Costs.

The Executive Recommendation provides for the Agency Request. Expenditure of appropriation is contingent upon available funding.

Appropriation Summary

Appropriation: A23 - St Medical-Operations

Funding Sources: 318 - Medical Board-Cash

Historical Data

Agency Request and Executive Recommendation

Commitment Item	Historical Data			Agency Request and Executive Recommendation			Agency Request and Executive Recommendation		
	2011-2012 Actual	2012-2013 Budget	2012-2013 Authorized	2013-2014			2014-2015		
				Base Level	Agency	Executive	Base Level	Agency	Executive
Regular Salaries 5010000	1,543,558	1,500,159	1,594,491	1,506,642	1,506,642	1,506,642	1,506,642	1,506,642	1,506,642
#Positions	41	41	41	41	41	41	41	41	41
Extra Help 5010001	0	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000
#Extra Help	0	1	1	1	1	1	1	1	1
Personal Services Matching 5010003	527,409	526,191	518,652	537,941	537,941	537,941	537,941	537,941	537,941
Operating Expenses 5020002	1,206,712	1,185,180	1,185,180	1,185,180	1,229,180	1,229,180	1,185,180	1,237,180	1,237,180
Conference & Travel Expenses 5050009	5,047	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000
Professional Fees 5060010	305,989	162,000	162,000	162,000	162,000	162,000	162,000	162,000	162,000
Data Processing 5090012	0	0	0	0	0	0	0	0	0
Refunds/Reimbursements 5110014	2,991	7,500	7,500	7,500	7,500	7,500	7,500	7,500	7,500
Capital Outlay 5120011	228,718	5,000	5,000	0	50,000	50,000	0	0	0
Total	3,820,424	3,416,030	3,502,823	3,429,263	3,523,263	3,523,263	3,429,263	3,481,263	3,481,263
Funding Sources									
Fund Balance 4000005	2,929,442	2,577,180		2,894,948	2,894,948	2,894,948	3,198,685	3,104,685	3,104,685
Cash Fund 4000045	3,468,162	3,733,798		3,733,000	3,733,000	3,733,000	3,733,000	3,733,000	3,733,000
Total Funding	6,397,604	6,310,978		6,627,948	6,627,948	6,627,948	6,931,685	6,837,685	6,837,685
Excess Appropriation/(Funding)	(2,577,180)	(2,894,948)		(3,198,685)	(3,104,685)	(3,104,685)	(3,502,422)	(3,356,422)	(3,356,422)
Grand Total	3,820,424	3,416,030		3,429,263	3,523,263	3,523,263	3,429,263	3,481,263	3,481,263

FY13 Budget amount in Personal Services Matching exceeds the authorized amount due to matching rate adjustments during the 2011-2013 biennium.

Change Level by Appropriation

Appropriation: A23 - St Medical-Operations
Funding Sources: 318 - Medical Board-Cash

Agency Request

Change Level		2013-2014	Pos	Cumulative	% of BL	2014-2015	Pos	Cumulative	% of BL
BL	Base Level	3,429,263	41	3,429,263	100.0	3,429,263	41	3,429,263	100.0
C01	Existing Program	11,000	0	3,440,263	100.3	19,000	0	3,448,263	100.6
C08	Technology	83,000	0	3,523,263	102.7	33,000	0	3,481,263	101.5

Executive Recommendation

Change Level		2013-2014	Pos	Cumulative	% of BL	2014-2015	Pos	Cumulative	% of BL
BL	Base Level	3,429,263	41	3,429,263	100.0	3,429,263	41	3,429,263	100.0
C01	Existing Program	11,000	0	3,440,263	100.3	19,000	0	3,448,263	100.6
C08	Technology	83,000	0	3,523,263	102.7	33,000	0	3,481,263	101.5

Justification

C01	The Board is requesting an increase in Operating Expenses of \$11,000 for FY14 and \$19,000 for FY15 to cover the increase in our Rent of Facilities.
C08	The Board is requesting an increase in Operating Expenses of \$33,000 for both FY14 & FY15 for an annual maintenance contract on several out of warranty pieces of equipment. The Board is also requesting \$50,000 in Capital Outlay for FY14 to replace an out of warranty and expiring life cycle Watchguard Firebox (\$5,000), a primary database and analysis server (\$30,000), a database management software (\$10,000), and a Proliant network server (\$5,000). These requests are located in the Agency IT Plan under the Tab - IT Support Costs.

ARKANSAS MOTOR VEHICLE COMMISSION

Enabling Laws

Act 169 of 2012
Act 388 of 1975 as amended
A.C.A. § 23-112-101 et seq.

History and Organization

The Arkansas Motor Vehicle Commission, funded by special revenue, was created under Act 388 of 1975 by the Seventieth General Assembly of the Arkansas Legislature in Regular Session. Rule I, Rule II and Regulation I were adopted and made part of the act on July 1, 1976 in accordance with the Administrative Procedures Act. In enacting Act 388 of 1975, the Legislature felt a need to exercise the state's police power to ensure a sound system of distributing and selling new motor vehicles through licensing and regulating the manufacturers, distributors, their branch offices and representatives and franchised dealers and salesmen operating within the State of Arkansas. In adopting Rule I and II, the Commission's general organization and hearing procedures were outlined. Regulation I, now Rule 3, is the Commission's attempt to define false and misleading advertising, classified as unauthorized acts under Subsection A, Section 5 in Act 300 of 1975. Act 838 of 1977 was enacted by the Seventy-First General Assembly in Regular Session. Act 838 of 1977 was approved by the Legislature in order to allow the Commission to seek injunctions to prevent violations of the Arkansas Motor Vehicle Commission Act or any Rule or Regulation subsequently adopted.

The objectives of the Arkansas Motor Vehicle Commission, under current statutory authorization, are to administer the requirements connected with the distribution of motor vehicles within the State of Arkansas in a fair and impartial manner, while being consistent in its interpretation of the persons required to be licensed. Act 388 of 1975 affords protection for the franchised dealer relative to attempts by manufacturers and distributors to coerce, intimidate, terminate or threaten to terminate without due cause contractual agreements in existence between the two parties.

Consumer complaints on vehicles covered by the original factory warranty are received and processed in accordance with the statutory authority given the Commission under Act 388 (6)(A)(10) of 1975, Section 6A (10), which provides grounds for suspension or revocation of licenses when warranty responsibilities are not fulfilled by manufacturers and distributors to the detriment of the public welfare.

Acts 620, 645, and 633 of 1987 reduced the number of wheels under the Motor Vehicle Commission Law definition motor vehicles from four (4) to two (2) which required dealers selling new Motorcycles and ATVs to be licensed and regulated by the Commission. Act 1058 of 1985

required the Motor Vehicle Commission to license and regulate all used car dealers and salesmen in the State. Act 169 of 1989 removed the used car dealers and salesmen from the Commission's legal jurisdiction. Act 568 of 1995 removed Wholesalers and Auto Auctions from the Commission's published Act and allowed the Commission's first fee increase since inception.

Act 1154 of 1997 permitted reciprocity with Motor Vehicle Commissions of other states with regard to Motor Vehicle Shows, provided procedures concerning warranty agreements and clarified various definitions.

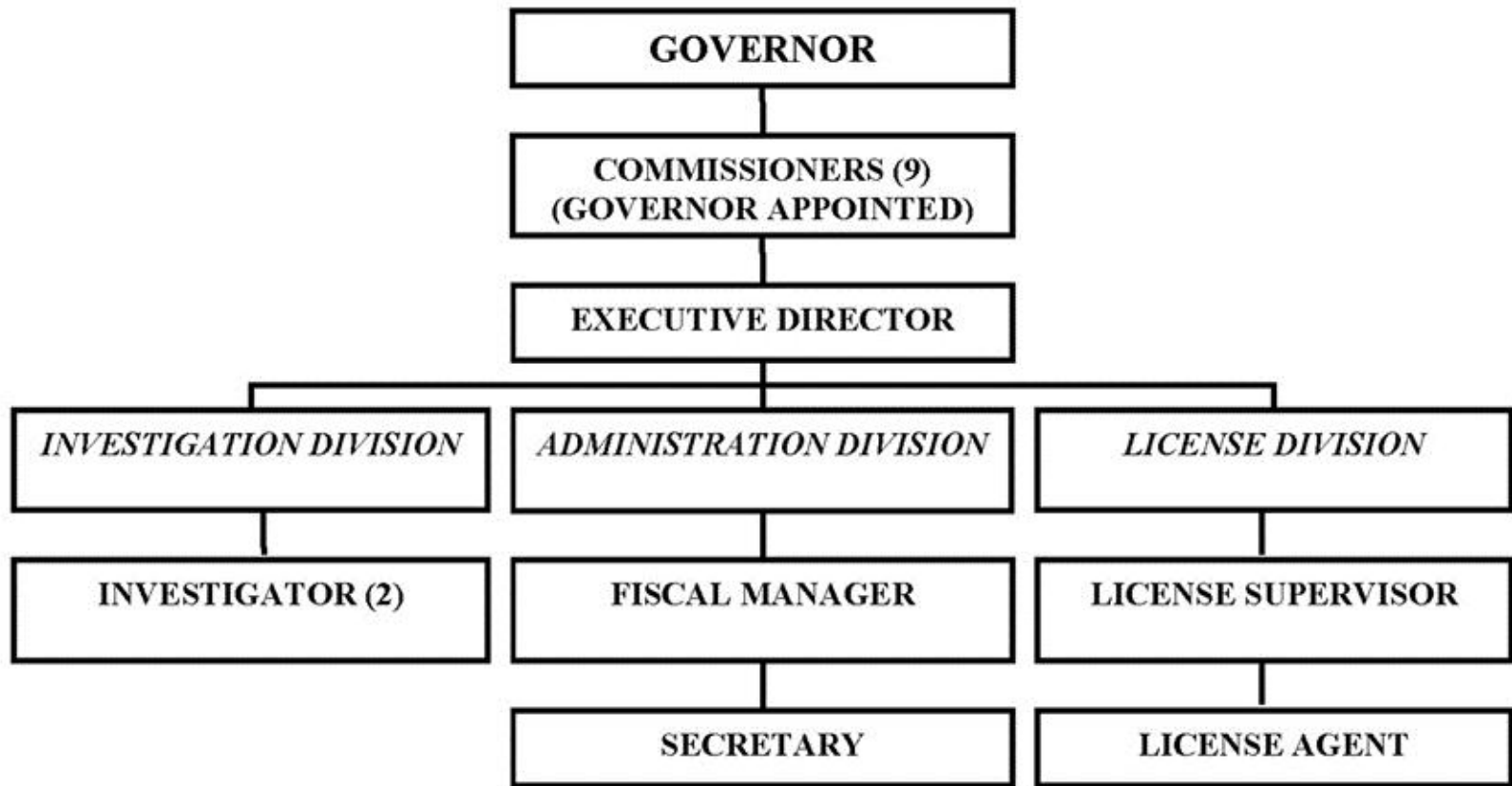
Act 1042 of 1999 primarily amended Subchapter 4, pertaining to unlawful practices by Manufacturers/Distributors.

Act 1053 of 2001 added the definition of ATVs and clarified various definitions. Act 1600 of 2001 provided for motor vehicle dealer Documentary Fees and authorized the Commission to promulgate rules and regulations to implement, enforce and administer the enabling section.

Act 1722 of 2003 authorized the Commission to promulgate rules and regulations to set a reasonable limit on the amount to be charged for a Documentary Fee. Act 1098 of 2003 amended the definition of an ATV, and added motor scooters to the definition of a motor vehicle. Act 1027 of the Second Extraordinary Session of 2003 added Section 106 to Subchapter 1 of the Arkansas Motor Vehicle Commission Act, enabling enforcement by the Commission under certain conditions.

Act 1687 of 2005 established procedures for the delivery prior to sale of a motor vehicle to a consumer.

Act 235 of 2007 provides an exemption for special motorcycle events to allow dealers to display and sell motorcycles at special events that have significant positive economic impact on an area. Act 366 of 2007 amends the Motor Vehicle Consumer Protection Act regarding fees charged for handling and processing the sale or lease of a vehicle. The maximum fee charged can be no more than \$129. Act 746 of 2007 amends the Motor Vehicle Commission Act § 23-112-101 et seq.



Agency Commentary

Funding for this Special Revenue appropriation is derived solely from license fees collected from new motor vehicle manufacturers, distributors, factories and branches, as well as representatives, dealers, sales personnel and motor vehicle lessors. The Commission receives no General Revenue funds.

The Commission is requesting Base Level for the 2013-2015 biennium, as well as Capital Outlay in the amount of \$40,000 to replace two (2) vehicles when necessary in FY14.

In order to improve the utilization of motor vehicle education and training funds, the Commission is requesting the Fund Transfer - Motor Vehicle Education and Training special language be removed and a Grant program be created for secondary and post-secondary institutions that offer motor vehicle education and training. Total amount per fiscal year not to exceed \$150,000 in each FY14 and FY15.

Audit Findings

DIVISION OF LEGISLATIVE AUDIT
 AUDIT OF :
 ARKANSAS MOTOR VEHICLE COMMISSION
 FOR THE YEAR ENDED JUNE 30, 2010

Findings	Recommendations
None	None

State Contracts Over \$25,000 Awarded To Minority Owned Businesses Fiscal Year 2012

None

Employment Summary

	Male	Female	Total	%
White Employees	2	3	5	83 %
Black Employees	1	0	1	17 %
Other Racial Minorities	0	0	0	0 %
Total Minorities			1	17 %
Total Employees			6	100 %

Publications

A.C.A. 25-1-204

Name	Statutory Authorization	Required for		# of Copies	Reason(s) for Continued Publication and Distribution
		Governor	General Assembly		
None	N/A	N	N	0	N/A

Agency Position Usage Report

FY2010 - 2011						FY2011 - 2012						FY2012 - 2013					
Authorized in Act	Budgeted			Unbudgeted Total	% of Authorized Unused	Authorized in Act	Budgeted			Unbudgeted Total	% of Authorized Unused	Authorized in Act	Budgeted			Unbudgeted Total	% of Authorized Unused
	Filled	Unfilled	Total				Filled	Unfilled	Total				Filled	Unfilled	Total		
7	6	1	7	0	14.29 %	7	6	1	7	0	14.29 %	7	6	1	7	0	14.29 %

Analysis of Budget Request

Appropriation: 048 - Arkansas Motor Vehicle Commission

Funding Sources: SAB - Arkansas Motor Vehicle Commission Fund

The Motor Vehicle Commission uses the resources authorized in this appropriation to regulate and license new car manufacturers, dealers, and salesmen doing business in Arkansas. Funding for this special revenue appropriation is derived from license fees paid by automobile salesmen, dealers, manufacturers, and manufacturers' representatives pursuant to A.C.A. §23-112-101 et seq.

Base Level Regular Salaries and Personal Services Matching includes Career Service payments for eligible employees. Personal Services Matching also includes a \$20 increase in the monthly contribution for State employee's health insurance for a total State match per budgeted employee of \$410 per month. Base Level salaries and matching do not include appropriation for a Cost of Living Adjustment or Merit Pay Increases. Base Level is \$595,036 for the 2013-2015 Biennium.

A Grants and Aid appropriation of \$150,000 is requested each year of the biennium to create a Grant program for secondary and post-secondary institutions that offer motor vehicle education and training for both FY14 and FY15. This grant program replaces the Motor Vehicle Education and Training program provided by the Fund Transfer special language. The special language allows for transfers to the Department of Workforce Education Fund Account to provide funds for expenses related to motor vehicle education and training.

The Commission is requesting an appropriation increase in Capital Outlay of \$40,000 to replace two (2) vehicles when necessary in FY14.

The Executive Recommendation provides for the Agency Request.

Appropriation Summary

Appropriation: 048 - Arkansas Motor Vehicle Commission

Funding Sources: SAB - Arkansas Motor Vehicle Commission Fund

Historical Data

Agency Request and Executive Recommendation

Commitment Item		Historical Data			2013-2014			2014-2015		
		2011-2012 Actual	2012-2013 Budget	2012-2013 Authorized	Base Level	Agency	Executive	Base Level	Agency	Executive
Regular Salaries	5010000	288,024	300,954	310,318	301,654	301,654	301,654	301,654	301,654	301,654
#Positions		6	7	7	7	7	7	7	7	7
Personal Services Matching	5010003	93,249	97,763	93,991	99,685	99,685	99,685	99,685	99,685	99,685
Operating Expenses	5020002	116,872	181,197	181,197	181,197	181,197	181,197	181,197	181,197	181,197
Conference & Travel Expenses	5050009	200	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000
Professional Fees	5060010	3,330	7,500	7,500	7,500	7,500	7,500	7,500	7,500	7,500
Data Processing	5090012	0	0	0	0	0	0	0	0	0
Grants and Aid	5100004	0	0	0	0	150,000	150,000	0	150,000	150,000
Capital Outlay	5120011	0	18,000	18,000	0	40,000	40,000	0	0	0
Total		501,675	610,414	616,006	595,036	785,036	785,036	595,036	745,036	745,036

Funding Sources										
Fund Balance	4000005	2,420,175	2,345,370		2,104,956	2,104,956	2,104,956	2,029,920	1,839,920	1,839,920
Special Revenue	4000030	496,077	520,000		520,000	520,000	520,000	520,000	520,000	520,000
Transfer to Workforce Ed	4000682	(69,207)	(150,000)		0	0	0	0	0	0
Total Funding		2,847,045	2,715,370		2,624,956	2,624,956	2,624,956	2,549,920	2,359,920	2,359,920
Excess Appropriation/(Funding)		(2,345,370)	(2,104,956)		(2,029,920)	(1,839,920)	(1,839,920)	(1,954,884)	(1,614,884)	(1,614,884)
Grand Total		501,675	610,414		595,036	785,036	785,036	595,036	745,036	745,036

FY13 Budget amount in Personal Services Matching exceeds the authorized amount due to matching rate adjustments during the 2011-2013 biennium.

Change Level by Appropriation

Appropriation: 048 - Arkansas Motor Vehicle Commission
Funding Sources: SAB - Arkansas Motor Vehicle Commission Fund

Agency Request

Change Level		2013-2014	Pos	Cumulative	% of BL	2014-2015	Pos	Cumulative	% of BL
BL	Base Level	595,036	7	595,036	100.0	595,036	7	595,036	100.0
C01	Existing Program	40,000	0	635,036	106.7	0	0	595,036	100.0
C02	New Program	150,000	0	785,036	131.9	150,000	0	745,036	125.2

Executive Recommendation

Change Level		2013-2014	Pos	Cumulative	% of BL	2014-2015	Pos	Cumulative	% of BL
BL	Base Level	595,036	7	595,036	100.0	595,036	7	595,036	100.0
C01	Existing Program	40,000	0	635,036	106.7	0	0	595,036	100.0
C02	New Program	150,000	0	785,036	131.9	150,000	0	745,036	125.2

Justification

C01	The Commission is requesting \$40,000 of Capital Outlay appropriation in FY2014 to replace two vehicles when necessary.
C02	The Commission requests \$150,000 of appropriation in a Grants/Aid line item for FY2014 and FY2015 to improve the utilization of motor vehicle education and training funds by creating a grant program for secondary and post-secondary institutions that offer motor vehicle education and training.

STATE BOARD OF OPTOMETRY

Enabling Laws

Act 89 of 2012
A.C.A. §17-90-201 thru 306
A.C.A. §17-90-401

History and Organization

Functions of the Board involve administering examinations to doctors who wish to practice optometry in Arkansas. Every Doctor of Optometry has to renew his or her license to practice optometry in Arkansas each year. This involves the doctors reporting to the Board the number of hours of continuing education they have received during the year, and paying the license renewal fee. The Board requires each doctor to have obtained at least twelve hours of continuing education during the year to renew the license.

The Board of Optometry must approve the courses, seminars, and conferences that are available to Doctors of Optometry in order for the hours available at these meetings to be acceptable toward license renewal in Arkansas.

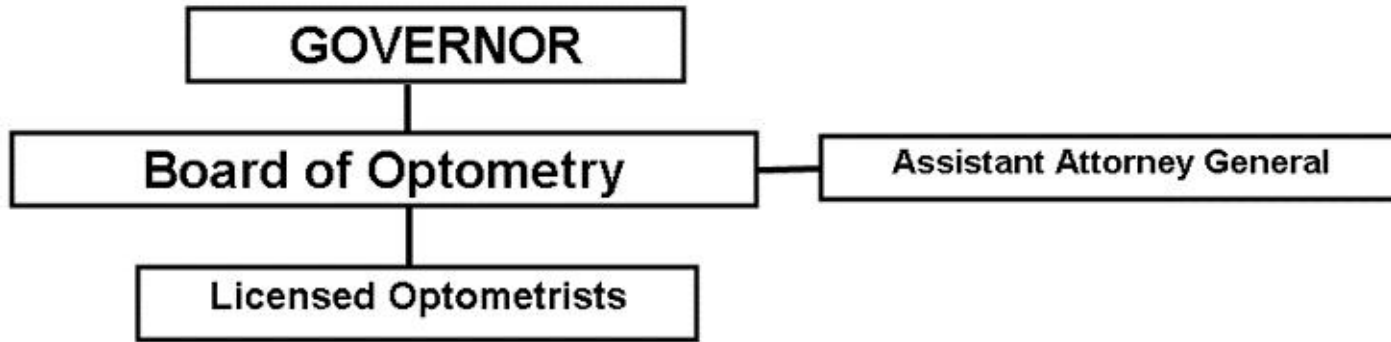
The Board of Optometry also issues a duplicate license to be displayed at each branch office at which an optometrist works. In addition to the branch office license, the Board issues Corporation Licenses and Drug Certificates each year.

The Board has seven members, consisting of five optometrists and two public members. The Governor appoints each for a term of five years. The Attorney General's office approves the legal officer for the Board.

In 1978, the courts said it was legal for professional persons to advertise their services. This has created problems for all Boards with regard to advertising that is false and misleading. The Board of Optometry has set guidelines for advertising that helps keep the public from being misled.

In 1997, the optometry law was changed to allow optometrist to prescribe oral medications and controlled substances. This new law also required the optometrists to receive more continuing education each year and pass a test to become an optometric physician. Only optometrists with the qualifications of an optometric physician can practice at the higher level. The requirements for license renewal as an optometric physician require at least (20) twenty hours of continuing education each year.

The Board of Optometry is required by statute to meet at least twice annually, but meetings are held at least every three months. Except for the meeting to administer the board examinations, the meetings are held in the Office of the Attorney General. Currently the Board licenses 448 optometrists.



Agency Commentary

The Board of Optometry is requesting to continue its operating appropriation at Base Level for the 2013-2015 biennium with the addition of \$75,000 in FY14 for a public awareness campaign to inform the public of the dangers of illegal contact lens sales in Arkansas. Funding is provided from license renewals and fees collected by the Board.

Audit Findings

DIVISION OF LEGISLATIVE AUDIT
 AUDIT OF :
 ARKANSAS STATE BOARD OF OPTOMETRY
 FOR THE YEAR ENDED JUNE 30, 2011

Findings	Recommendations
None	None

State Contracts Over \$25,000 Awarded To Minority Owned Businesses Fiscal Year 2012

None

Employment Summary

	Male	Female	Total	%
White Employees	1	1	2	100 %
Black Employees	0	0	0	0 %
Other Racial Minorities	0	0	0	0 %
Total Minorities			0	0 %
Total Employees			2	100 %

Cash Fund Balance Description as of June 30, 2012

Fund Account	Balance	Type	Location
3200000	\$330,214	Checking, MM, Savings	First Security, Searcy, Arkansas

Statutory/Other Restrictions on use:

ACA 17-90-303

Statutory Provisions for Fees, Fines, Penalties:

ACA 17-90-203, 204

Revenue Receipts Cycle:

License renewal from December to February each year.

Fund Balance Utilization:

Funds are collected in December and January each year. The agency budgets carefully for the full twelve months.

Publications

A.C.A. 25-1-204

Name	Statutory Authorization	Required for		# of Copies	Reason(s) for Continued Publication and Distribution
		Governor	General Assembly		
None	N/A	N	N	0	N/A

Agency Position Usage Report

FY2010 - 2011						FY2011 - 2012						FY2012 - 2013					
Authorized in Act	Budgeted			Unbudgeted	% of Authorized Unused	Authorized in Act	Budgeted			Unbudgeted	% of Authorized Unused	Authorized in Act	Budgeted			Unbudgeted	% of Authorized Unused
	Filled	Unfilled	Total	Total			Filled	Unfilled	Total	Total			Filled	Unfilled	Total	Total	
2	2	0	2	0	0.00 %	2	2	0	2	0	0.00 %	2	2	0	2	0	0.00 %

Analysis of Budget Request

Appropriation: A27 - Optometry Operations

Funding Sources: 320 - Optometry Board-Cash

The State Board of Optometry is funded with fees charged by the Agency, as authorized by Arkansas Code §17-90-401.

Base Level Regular Salaries and Personal Services Matching includes Career Service payments for eligible employees. Personal Services Matching also includes a \$20 increase in the monthly contribution for State employee's health insurance for a total State match per budgeted employee of \$410 per month. Base Level salaries and matching do not include appropriation for a Cost of Living Adjustment or Merit Pay Increases. The Base Level request for Regular Salaries includes board member stipend payments.

Base Level for the Board is \$164,150 each year of the 2013-2053 biennium and is used to pay regular salaries for two employees as well as provide operating costs for the Board.

The Agency is requesting an increase of \$75,000 in Professional Fees for FY14 only to be used for a public awareness campaign to inform the public of the dangers of illegal contact lens sales in Arkansas.

The Executive Recommendation provides for Agency Request. Expenditure of appropriation is contingent upon available funding.

Appropriation Summary

Appropriation: A27 - Optometry Operations
Funding Sources: 320 - Optometry Board-Cash

Historical Data

Agency Request and Executive Recommendation

Commitment Item	2011-2012	2012-2013	2012-2013	2013-2014			2014-2015		
	Actual	Budget	Authorized	Base Level	Agency	Executive	Base Level	Agency	Executive
Regular Salaries 5010000	76,676	71,635	73,426	71,635	71,635	71,635	71,635	71,635	71,635
#Positions	2	2	2	2	2	2	2	2	2
Personal Services Matching 5010003	24,848	24,329	23,301	24,849	24,849	24,849	24,849	24,849	24,849
Operating Expenses 5020002	26,501	28,654	28,654	28,654	28,654	28,654	28,654	28,654	28,654
Conference & Travel Expenses 5050009	0	0	0	0	0	0	0	0	0
Professional Fees 5060010	37,175	114,012	39,012	39,012	114,012	114,012	39,012	39,012	39,012
Data Processing 5090012	0	0	0	0	0	0	0	0	0
Capital Outlay 5120011	0	0	0	0	0	0	0	0	0
Total	165,200	238,630	164,393	164,150	239,150	239,150	164,150	164,150	164,150
Funding Sources									
Fund Balance 4000005	327,191	330,214		246,584	246,584	246,584	237,434	162,434	162,434
Cash Fund 4000045	168,223	155,000		155,000	155,000	155,000	155,000	155,000	155,000
Total Funding	495,414	485,214		401,584	401,584	401,584	392,434	317,434	317,434
Excess Appropriation/(Funding)	(330,214)	(246,584)		(237,434)	(162,434)	(162,434)	(228,284)	(153,284)	(153,284)
Grand Total	165,200	238,630		164,150	239,150	239,150	164,150	164,150	164,150

FY13 Budget amount in Regular Salaries and Personal Services Matching exceeds the authorized amount due to salary and matching rate adjustments during the 2011-2013 biennium.

Change Level by Appropriation

Appropriation: A27 - Optometry Operations
Funding Sources: 320 - Optometry Board-Cash

Agency Request

Change Level		2013-2014	Pos	Cumulative	% of BL	2014-2015	Pos	Cumulative	% of BL
BL	Base Level	164,150	2	164,150	100.0	164,150	2	164,150	100.0
C01	Existing Program	75,000	0	239,150	145.7	0	0	164,150	100.0

Executive Recommendation

Change Level		2013-2014	Pos	Cumulative	% of BL	2014-2015	Pos	Cumulative	% of BL
BL	Base Level	164,150	2	164,150	100.0	164,150	2	164,150	100.0
C01	Existing Program	75,000	0	239,150	145.7	0	0	164,150	100.0

Justification

C01	\$75,000 in Operating Expenses is requested for a public awareness campaign to inform the public of the dangers of illegal contact lens sales in Arkansas.								
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ARKANSAS STATE BOARD OF PHARMACY

Enabling Laws

Act 27 of 2012

A.C.A. §17-92-101 et seq. (The Pharmacy Practice Act)

A.C.A. §5-64-1005 - 1103 (Uniformed Controlled Substances Act)

A.C.A. §20-64-501 - 513 (Controlled Substances and Legend Drug)

History and Organization

The Pharmacy Practice Act was passed in 1929 to regulate the practice of pharmacy in Arkansas. Arkansas Code Annotated §17-92-201 through §17-92-208 provides for the organization and composition of the Arkansas State Board of Pharmacy and its staff. The Board is composed of six pharmacist members, one consumer member, and one senior citizen member, for a total of eight members. The enforcement and administrative staff provide support necessary for the Agency to function properly.

The mission of the Arkansas State Board of Pharmacy is to promote, preserve, and protect the public health, safety, and welfare by and through the effective regulation of the many aspects of the drug delivery system. The Agency licenses and regulates not only pharmacists, pharmacy interns and pharmacy technicians, but also the distribution system where there is sale, delivery, or distribution of prescription drugs, medical gases, and durable medical equipment and legend devices.

To accomplish this mission, the Arkansas State Board of Pharmacy promulgates rules and regulations regarding: the practice of pharmacy; licenses, regulates and disciplines licensees; tests applicants and pharmacy practitioners; inspects facilities; and, distributes information regarding pharmacy law and regulation. Services provided by the Board include, but are not limited to: serving as an information source for pharmacists, businesses and the public; resolving complaints from the public against licensees; licensing and testing pharmacists; licensing interns; registering technicians; providing criminal background checks for individuals practicing pharmacy in Arkansas; licensing businesses engaged in the practice of pharmacy in Arkansas, including those who ship into Arkansas; providing reciprocity for pharmacists from other states; working with other agencies to improve the public health; publishing a quarterly newsletter; and maintaining a web site with information and support for practitioners and the public. The Arkansas State Board of Pharmacy licenses/registers 4,803 pharmacists, 666 pharmacy interns, 6,791 pharmacy technicians, 755 in-state pharmacies, 362 out-of-state pharmacies, 182 hospitals, 29 institutions, 5 specialty pharmacies, 132 charitable clinics, 36 distributors of List I chemicals, 1,323 wholesale distributors of legend drugs, and 688 suppliers of medical equipment, legend devices and medical gas.

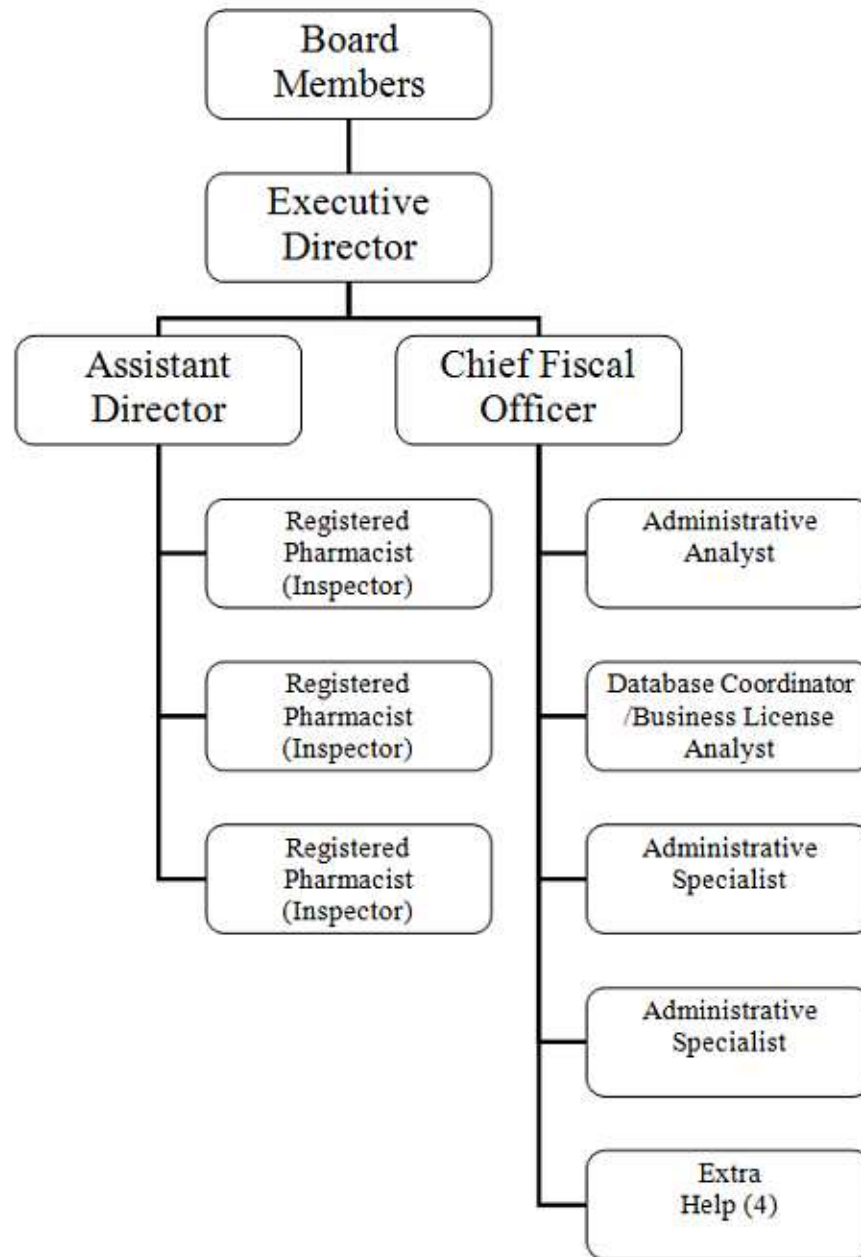
The Tripartite Committee on Continuing Education consists of the Executive Director of the Board of Pharmacy, the Executive Director of the Arkansas Pharmacists Association (APA), and the Dean of the College of Pharmacy at the University of Arkansas for Medical Sciences (UAMS.) The three members of the committee meet periodically to discuss the challenges that continuing education present. Since the Board of Pharmacy establishes the guidelines for continuing education for Arkansas pharmacists, it is necessary for the major continuing education providers (APA and UAMS) to be aware of the Board's requirements and any changes which may be considered. This ensures that the competencies of pharmacists are continually upgraded and the health and welfare of the public is protected.

During the 1997 legislative session, the Pharmacy Practice Act was amended (Arkansas Code Annotated §17-92-209) to allow pharmacists to administer medications and immunizations in certain situations. The change provided that a Medications Advisory Committee be created. This committee assists the Board in implementing the provisions of the legislation with regard to the administration of medications and recommends additional classifications of medications which may be administered by pharmacists.

Arkansas Code Annotated §17-92-702 created a five-member committee to organize and administer the Impaired Pharmacist Program. This program was established to provide assistance to pharmacists recovering from drug and/or alcohol problems. The committee works with the Board to evaluate pharmacists who request participation in the program; review and designate treatment facilities and services; receive and review information relating to the participation of pharmacists, interns and technicians in the program; assist the pharmacists' professional association in publicizing the program; and by preparing reports for the Board of Pharmacy.

The five-member Advisory Committee for Hospital Pharmacy was created by Arkansas Code Annotated §17-92-603 to assist the Board in the promulgation of rules, regulations and standards for hospital pharmacies. This committee advises the Board on matters related to the numbers and the scope of responsibilities for pharmacists, interns and technicians employed by hospitals to ensure the hospital pharmacy's safe, efficient and economical operation; and to recommend equipment and supplies necessary for the safe operation of the pharmacy.

The five-member Advisory Committee for Suppliers of Medical Equipment, Legend Devices and Medical Gas was created by Arkansas Annotated §17-92-909 to assist the Board in the promulgation of rules, regulations and standards for Suppliers of Medical Equipment, Legend Devices and Medical Gas. This committee reviews regulation changes before they are adopted by the Board and makes recommendations to the Board on the merit of all regulations dealing with medical equipment, legend devices and medical gases which are proposed by the Board, before they are adopted by the Board.



Agency Commentary

The Arkansas State Board of Pharmacy is responsible for licensing and oversight of pharmacists, interns, pharmacy technicians, pharmacies, wholesale drug distributors, list 1 chemical wholesale distribution for methamphetamine precursor chemicals, durable medical equipment providers, hospital pharmacies and other related businesses engaged in the practice of pharmacy in Arkansas. Funding for the agency consists of licensure and permit fees as well as assessed monetary penalties. The agency is requesting appropriation of \$1,647,749 for FY14 and \$1,626,391 for FY15.

In order to more effectively accomplish its mission of promoting, preserving and protecting the public welfare, the Arkansas State Board of Pharmacy, following a unanimous vote of support from board members during a June, 2012 meeting, plans to relocate during the summer of 2013. This relocation will significantly improve the Board's ability to provide greater public service by adding needed space for public meetings, board meetings and will also allow the Board of Pharmacy to increase our outreach efforts to pharmacies, pharmacists and other interested parties by providing educational programs related to prescription drug abuse and the prevention/identification of prescription drug diversion. The Board has worked diligently with partner agencies in these efforts but has been unable to directly provide educational programming along these lines due to space limitations. The Board has discussed partnering with the Arkansas Drug Director's office in these efforts by sharing our space for educational meetings and programs designed to decrease prescription drug abuse in Arkansas.

The State Board of Pharmacy's current office space is inadequate in many aspects, including a board meeting area which is insufficient and does not comply with the Americans with Disabilities Act. The Board offices also lack a testing area for applicants which consistently requires staff members and applicants to utilize borrowed or shared facilities, which are not always available. The Board's current office does not have a sufficient reception area which causes reciprocity applicants and individuals attending Board meetings to wait outside of the Board office in a common hallway pending review of their application or specific topics by the Board. Even after placing chairs in every possible location near the Board meeting area, there is a lack of seating space for public visitors, licensees and board meeting attendees. The Board's current space also creates security concerns for staff and board members as there is very little security in our current location.

In FY14, the Board is requesting a total of \$134,126 in additional Operating Expenses appropriation in order to support an increase in facility rent, additional telecommunications and network expenses, as well as an increase supporting the Board's ongoing efforts to continue with document management efficiency. The Board requests a total of \$40,000 in Capital Outlay for furnishings and equipment required in support of the Board's relocation. The Board also requests additional appropriation of \$3,790 for board member stipends due to increased number of meetings involving board members.

In FY15, the Board respectfully requests additional Operating Expenses appropriation in the amount of \$132,126 for continued support of facility rent, additional telecommunications and network expenses, and document management efforts. The Board also requests an additional \$20,000 in Capital Outlay for additional furnishings and equipment needed as Board members and staff evaluate additional needs after becoming established within new office space, as well as \$3,790 in additional appropriation for continued board member stipends.

No increase is requested for the Pharmacy Student Loan appropriation.

The Board has sufficient funding to meet all increases being requested and is not asking for any increases in fees charged for Board of Pharmacy permits.

Audit Findings

DIVISION OF LEGISLATIVE AUDIT
AUDIT OF :
ARKANSAS STATE BOARD OF PHARMACY
FOR THE YEAR ENDED JUNE 30, 2010

Findings

Recommendations

None

None

State Contracts Over \$25,000 Awarded To Minority Owned Businesses Fiscal Year 2012

None

Employment Summary

	Male	Female	Total	%
White Employees	4	5	9	100 %
Black Employees	0	0	0	0 %
Other Racial Minorities	0	0	0	0 %
Total Minorities			0	0 %
Total Employees			9	100 %

Publications

A.C.A. 25-1-204

Name	Statutory Authorization	Required for		# of Copies	Reason(s) for Continued Publication and Distribution
		Governor	General Assembly		
Annual Report	17-92-206(B)	Y	N	25	This report is furnished to the Governor, board members, Colleges of Pharmacy, and other interested parties. It lists all of the licenses and permits issued. It is required by statute.
Directory of Pharmacies	17-92-206(B)	Y	N	25	This directory is furnished to the Governor, board members, Colleges of Pharmacy, and other interested parties. It lists all pharmacies, their addresses, and the pharmacists working.

Department Appropriation Summary

Historical Data

Agency Request and Executive Recommendation

Appropriation	2011-2012		2012-2013		2012-2013		2013-2014					2014-2015						
	Actual	Pos	Budget	Pos	Authorized	Pos	Base Level	Pos	Agency	Pos	Executive	Pos	Base Level	Pos	Agency	Pos	Executive	Pos
58P Pharmacy Student Loans	50,000	0	50,000	0	50,000	0	50,000	0	50,000	0	50,000	0	50,000	0	50,000	0	50,000	0
860 Pharmacy Board-Treasury	1,248,264	9	1,415,684	10	1,399,481	10	1,419,833	10	1,597,749	10	1,597,749	10	1,420,475	10	1,576,391	10	1,576,391	10
Total	1,298,264	9	1,465,684	10	1,449,481	10	1,469,833	10	1,647,749	10	1,647,749	10	1,470,475	10	1,626,391	10	1,626,391	10

Funding Sources		%		%		%		%		%		%		%		%		%
Fund Balance 4000005	2,099,080	58.4	2,296,995	67.2			1,950,758	55.8	1,950,758	55.8	1,950,758	55.8	2,024,415	59.8	1,846,499	57.6	1,846,499	57.6
Cash Fund 4000045	1,496,179	41.6	1,119,447	32.8			1,543,490	44.2	1,543,490	44.2	1,543,490	44.2	1,360,804	40.2	1,360,804	42.4	1,360,804	42.4
Transfers / Adjustments 4000683	0	0.0	0	0.0			0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0
Total Funds	3,595,259	100.0	3,416,442	100.0			3,494,248	100.0	3,494,248	100.0	3,494,248	100.0	3,385,219	100.0	3,207,303	100.0	3,207,303	100.0
Excess Appropriation/(Funding)	(2,296,995)		(1,950,758)				(2,024,415)		(1,846,499)		(1,846,499)		(1,914,744)		(1,580,912)		(1,580,912)	
Grand Total	1,298,264		1,465,684				1,469,833		1,647,749		1,647,749		1,470,475		1,626,391		1,626,391	

FY13 Budget amount in Appropriation (860) Pharmacy Board-Treasury exceeds the authorized amount due to matching rate adjustments during the 2011-2013 biennium.

Agency Position Usage Report

FY2010 - 2011						FY2011 - 2012						FY2012 - 2013					
Authorized in Act	Budgeted			Unbudgeted	% of Authorized Unused	Authorized in Act	Budgeted			Unbudgeted	% of Authorized Unused	Authorized in Act	Budgeted			Unbudgeted	% of Authorized Unused
	Filled	Unfilled	Total	Total			Filled	Unfilled	Total	Total			Filled	Unfilled	Total	Total	
10	9	1	10	0	10.00 %	10	9	1	10	0	10.00 %	10	9	1	10	0	10.00 %

Analysis of Budget Request

Appropriation: 58P - Pharmacy Student Loans

Funding Sources: NPB - Cash in Treasury

The Board initially provided \$550,000 in FY10 from fund balances to the UAMS-School of Pharmacy for the purpose of providing student loans to pharmacy students. The appropriation was reduced to \$50,000 in FY11 should additional funding be required and has stayed at that level through the current fiscal year.

The Board is requesting Base Level for the 2013-2015 biennium.

The Executive Recommendation provides for Agency Request. Expenditure of appropriation is contingent upon available funding.

Appropriation Summary

Appropriation: 58P - Pharmacy Student Loans

Funding Sources: NPB - Cash in Treasury

Historical Data

Agency Request and Executive Recommendation

Commitment Item	Historical Data			2013-2014			2014-2015		
	2011-2012 Actual	2012-2013 Budget	2012-2013 Authorized	Base Level	Agency	Executive	Base Level	Agency	Executive
Refunds/Investments/Transfers 5110020	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000
Total	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000
Funding Sources									
Transfers / Adjustments 4000683	50,000	50,000		50,000	50,000	50,000	50,000	50,000	50,000
Total Funding	50,000	50,000		50,000	50,000	50,000	50,000	50,000	50,000
Excess Appropriation/(Funding)	0	0		0	0	0	0	0	0
Grand Total	50,000	50,000		50,000	50,000	50,000	50,000	50,000	50,000

Analysis of Budget Request

Appropriation: 860 - Pharmacy Board-Treasury

Funding Sources: NPB - Cash in Treasury

The State Board of Pharmacy is responsible for licensing pharmacists, interns, pharmacy technicians, pharmacies and businesses engaged in the practice of pharmacy in Arkansas. The Board is composed of six pharmacist members, one consumer member, and one senior citizen member, for a total of eight members. The State Board of Pharmacy is funded from penalties and fees charged by the Board.

Base Level Regular Salaries and Personal Services Matching includes Career Service payments for eligible employees. Personal Services Matching also includes a \$20 increase in the monthly contribution for State employee's health insurance for a total State match per budgeted employee of \$410 per month. Base Level salaries and matching do not include appropriation for a Cost of Living Adjustment or Merit Pay Increases. The Base Level request for Regular Salaries includes board member stipend payments.

The Pharmacy Board currently has ten full-time positions and four extra help positions providing administrative support for daily operations. Base Level for staff and supporting operations is \$1,419,833 in FY14 and \$1,420,475 in FY15.

The Agency change level request totals \$177,916 in FY14 and \$155,916 in FY15 and includes the following:

- Regular Salaries of \$3,790 in each year of the biennium for additional board member stipends.
- Operating Expenses of \$134,126 in FY14 and \$132,126 in FY15 for projected increases in rent, telecommunications and network services related to relocation to a new office and in support of ongoing document management efficiency.
- Capital Outlay of \$40,000 in FY14 and \$20,000 in FY15 for equipment and furnishings needed in support of relocating to a new office space.

The Executive Recommendation provides for Agency Request. Expenditure of appropriation is contingent upon available funding.

Appropriation Summary

Appropriation: 860 - Pharmacy Board-Treasury

Funding Sources: NPB - Cash in Treasury

Historical Data

Agency Request and Executive Recommendation

Commitment Item	Historical Data			Agency Request and Executive Recommendation			Agency Request and Executive Recommendation		
	2011-2012 Actual	2012-2013 Budget	2012-2013 Authorized	2013-2014			2014-2015		
				Base Level	Agency	Executive	Base Level	Agency	Executive
Regular Salaries 5010000	735,103	759,789	757,520	760,389	764,179	764,179	760,489	764,279	764,279
#Positions	9	10	10	10	10	10	10	10	10
Extra Help 5010001	11,418	16,000	16,000	16,000	16,000	16,000	16,000	16,000	16,000
#Extra Help	1	4	4	4	4	4	4	4	4
Personal Services Matching 5010003	199,462	210,816	196,882	214,365	214,365	214,365	214,907	214,907	214,907
Operating Expenses 5020002	262,611	333,859	333,859	333,859	467,985	467,985	333,859	465,985	465,985
Conference & Travel Expenses 5050009	16,314	17,220	17,220	17,220	17,220	17,220	17,220	17,220	17,220
Professional Fees 5060010	0	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000
Data Processing 5090012	0	0	0	0	0	0	0	0	0
Refunds/Reimbursements 5110014	1,770	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000
Capital Outlay 5120011	13,808	0	0	0	40,000	40,000	0	20,000	20,000
Impaired Pharmacist Program 5900046	7,778	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000
Total	1,248,264	1,415,684	1,399,481	1,419,833	1,597,749	1,597,749	1,420,475	1,576,391	1,576,391
Funding Sources									
Fund Balance 4000005	2,099,080	2,296,995		1,950,758	1,950,758	1,950,758	2,024,415	1,846,499	1,846,499
Cash Fund 4000045	1,496,179	1,119,447		1,543,490	1,543,490	1,543,490	1,360,804	1,360,804	1,360,804
Transfers / Adjustments 4000683	(50,000)	(50,000)		(50,000)	(50,000)	(50,000)	(50,000)	(50,000)	(50,000)
Total Funding	3,545,259	3,366,442		3,444,248	3,444,248	3,444,248	3,335,219	3,157,303	3,157,303
Excess Appropriation/(Funding)	(2,296,995)	(1,950,758)		(2,024,415)	(1,846,499)	(1,846,499)	(1,914,744)	(1,580,912)	(1,580,912)
Grand Total	1,248,264	1,415,684		1,419,833	1,597,749	1,597,749	1,420,475	1,576,391	1,576,391

FY13 Budget amount in Regular Salaries and Personal Services Matching exceeds the authorized amount due to salary and matching rate adjustments during the 2011-2013 biennium.

Change Level by Appropriation

Appropriation: 860 - Pharmacy Board-Treasury
Funding Sources: NPB - Cash in Treasury

Agency Request

Change Level		2013-2014	Pos	Cumulative	% of BL	2014-2015	Pos	Cumulative	% of BL
BL	Base Level	1,419,833	10	1,419,833	100.0	1,420,475	10	1,420,475	100.0
C01	Existing Program	177,916	0	1,597,749	112.5	155,916	0	1,576,391	111.0

Executive Recommendation

Change Level		2013-2014	Pos	Cumulative	% of BL	2014-2015	Pos	Cumulative	% of BL
BL	Base Level	1,419,833	10	1,419,833	100.0	1,420,475	10	1,420,475	100.0
C01	Existing Program	177,916	0	1,597,749	112.5	155,916	0	1,576,391	111.0

Justification

C01	Agency requests appropriation in the amount of \$134,126 and \$132,126 in Operating Expenses to cover projected increases in rent, telecommunications and network services related to relocation and in support of ongoing document management efficiency. Agency requests \$40,000 in Capital Outlay in FY14 and \$20,000 in FY15 for furnishings and equipment required in support of relocating and future needs as evaluated once agency becomes established in new office space. Agency requests appropriation in the amount of \$3,790 each year of the biennium to cover additional board member stipends
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ARKANSAS BOARD OF PODIATRIC MEDICINE

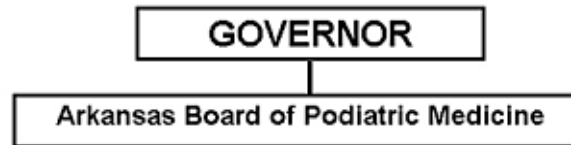
Enabling Laws

Act 33 of 2012
A.C.A. §17-96-101 et seq.

History and Organization

Created by Act 610 of 1923, the Arkansas State Podiatry Examining Board regulates the practice of podiatry in the State. Act 966 of 1997 amended Arkansas Code §17-96-202 and changed the name to Arkansas Board of Podiatric Medicine. The Arkansas Board of Podiatric Medicine, authorized by A.C.A. §17-96-101 et seq., licenses and regulates the practice of podiatry in the State. The Board is composed of five Governor appointed members who serve three year terms.

The Board is funded from cash funds from license and examination fees, fines and penalties used for operating expenses. The Board has the power, after a hearing pursuant to the Administrative Procedures Act, to revoke the certificate and cancel the registration of any person who is found guilty of violating the rules and regulations of the Board.



Agency Commentary

The Arkansas Board of Podiatric Medicine is a cash agency funded from examination fees, licensing fees, fines and penalties pursuant to A.C.A. §17-96-302 and §17-96-306. The Board regularly meets in June of each year. Depending on the date of the last payroll of the year, payments can occur in either June or July. Therefore, stipend payments can occur twice in the same year.

The Board is requesting Base Level each year of the biennium.

Audit Findings

DIVISION OF LEGISLATIVE AUDIT
AUDIT OF :
ARKANSAS STATE BOARD OF PODIATRIC MEDICINE
FOR THE YEAR ENDED JUNE 30, 2011

Findings	Recommendations
None	None

State Contracts Over \$25,000 Awarded To Minority Owned Businesses Fiscal Year 2012

None

Cash Fund Balance Description as of June 30, 2012

Fund Account	Balance	Type	Location
3220000	\$170,816	Checking	Regions

Statutory/Other Restrictions on use:

A.C.A. §17-96-203, the Board may incur necessary expenses and employ assistants.

Statutory Provisions for Fees, Fines, Penalties:

A.C.A. §17-96-301 et seq., application, examination, and license renewal fees.

Revenue Receipts Cycle:

Fees are collected throughout the year.

Fund Balance Utilization:

Funds are used for board meetings and board business throughout the fiscal year.

Fund Account	Balance	Type	Location
PPM0000	\$241	Payroll	Treasury

Statutory/Other Restrictions on use:

A.C.A. §17-96-203, the Board may incur necessary expenses and employ assistants.

Statutory Provisions for Fees, Fines, Penalties:

A.C.A. §17-96-301 et seq., application, examination, and license renewal fees.

Revenue Receipts Cycle:

Fees are collected throughout the year.

Fund Balance Utilization:

Funds are used to pay stipends for board members for attending board meetings.

Publications

A.C.A. 25-1-204

Name	Statutory Authorization	Required for		# of Copies	Reason(s) for Continued Publication and Distribution
		Governor	General Assembly		
Rules and Regulations	A.C.A. §17-96-202	N	N	1	To keep the public and licensees up to date on any changes in rules/regulations governing the Board. (Copy sent to State Library)

Agency Position Usage Report

FY2010 - 2011						FY2011 - 2012						FY2012 - 2013					
Authorized in Act	Budgeted			Unbudgeted	% of Authorized Unused	Authorized in Act	Budgeted			Unbudgeted	% of Authorized Unused	Authorized in Act	Budgeted			Unbudgeted	% of Authorized Unused
	Filled	Unfilled	Total	Total			Filled	Unfilled	Total	Total			Filled	Unfilled	Total	Total	
0	0	0	0	0	0.00 %	0	0	0	0	0	0.00 %	0	0	0	0	0	0.00 %

Analysis of Budget Request

Appropriation: A17 - Cash Operations

Funding Sources: 322 - Podiatry Medicine Board - Cash

The Arkansas Board of Podiatric Medicine regulates the practice of podiatry in the State. The Board is a cash agency funded from examination fees and licensing fees charged pursuant to A.C.A. §17-96-301 et seq.

The Agency Request provides for Base Level for the 2013-2015 biennium.

The Executive Recommendation provides for the Agency Request. Expenditure of appropriation is contingent upon available funding.

Appropriation Summary

Appropriation: A17 - Cash Operations
Funding Sources: 322 - Podiatry Medicine Board - Cash

Historical Data

Agency Request and Executive Recommendation

Commitment Item	2011-2012	2012-2013	2012-2013	2013-2014			2014-2015		
	Actual	Budget	Authorized	Base Level	Agency	Executive	Base Level	Agency	Executive
Regular Salaries 5010000	1,100	1,800	1,800	1,800	1,800	1,800	1,800	1,800	1,800
#Positions	0	0	0	0	0	0	0	0	0
Personal Services Matching 5010003	84	138	138	138	138	138	138	138	138
Operating Expenses 5020002	2,889	4,052	4,052	4,052	4,052	4,052	4,052	4,052	4,052
Conference & Travel Expenses 5050009	0	0	0	0	0	0	0	0	0
Professional Fees 5060010	0	250	250	250	250	250	250	250	250
Data Processing 5090012	0	0	0	0	0	0	0	0	0
Capital Outlay 5120011	0	0	0	0	0	0	0	0	0
Total	4,073	6,240	6,240	6,240	6,240	6,240	6,240	6,240	6,240
Funding Sources									
Fund Balance 4000005	166,979	171,057		172,542	172,542	172,542	174,027	174,027	174,027
Cash Fund 4000045	8,151	7,725		7,725	7,725	7,725	7,725	7,725	7,725
Total Funding	175,130	178,782		180,267	180,267	180,267	181,752	181,752	181,752
Excess Appropriation/(Funding)	(171,057)	(172,542)		(174,027)	(174,027)	(174,027)	(175,512)	(175,512)	(175,512)
Grand Total	4,073	6,240		6,240	6,240	6,240	6,240	6,240	6,240

ARKANSAS RICE RESEARCH & PROMOTION BOARD

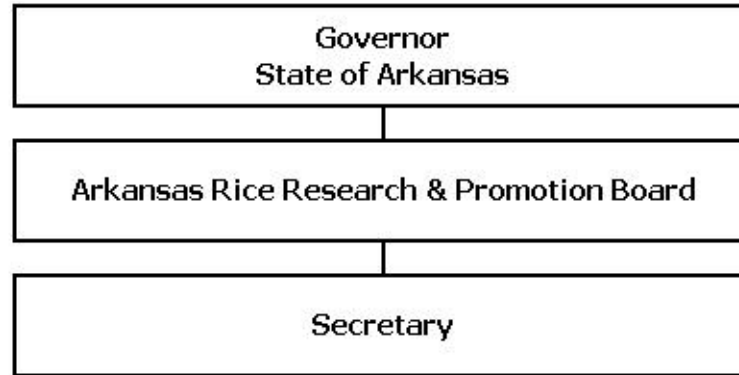
Enabling Laws

Act 43 of 2012
A.C.A. §2-20-505 et seq.

History and Organization

The Arkansas Rice Research and Promotion Board was established by Act 725 of the 1985 General Assembly to provide rice producers in Arkansas an organization through which they can work for the improvement of the rice industry. The legislation created a nine-member board appointed by the Governor from nominations submitted by certain rice-related organizations to administer the program. It is the responsibility of the Board to plan and conduct a program of research, extension, promotion and market development to foster the growth and development of the Arkansas rice industry.

The initial legislation established a producer-paid assessment of two cents per bushel of all rice produced in Arkansas with an automatic escalation to three cents per bushel after a specified period of time. Subsequently, Act 344 of 1995 provided for a referendum of producers on the question of reducing the producer-paid assessment for research and extension program funding to a rate not more than 1.5 cents per bushel, instituting a buyer-paid assessment of 1.35 cents per bushel for promotion and market development funding, and to make both assessments nonrefundable. Producers overwhelmingly ratified the proposed changes in a referendum conducted by the Board in February of 1996. The changes became effective August 1, 1996. Prior to the referendum, the Board made a commitment to the producers to set the producer-paid assessment rate at 1.15 cents per bushel for a minimum of two years. Act 16 of 1999 provided for equal assessment of 1.35 cents per bushel for both the producer and the buyer portions of the program.



Agency Commentary

The Arkansas Rice Research and Promotion Board budget is funded entirely by special revenues collected from an assessment on all rice produced in Arkansas. The assessment rate is 2.7 cents per bushel on all rice grown for market in Arkansas.

The Board is requesting Base Level, which includes \$6,980,696 each year of the biennium. A very limited amount of funds is allocated each year for administrative and board related expenses, while most of the request is in categories that will allow funding of programs directly related to the Research and Development objectives of the Board.

Audit Findings

DIVISION OF LEGISLATIVE AUDIT
 AUDIT OF :
 ARKANSAS RICE RESEARCH AND PROMOTION BOARD
 FOR THE YEAR ENDED JUNE 30, 2011

Findings	Recommendations
None	None

State Contracts Over \$25,000 Awarded To Minority Owned Businesses Fiscal Year 2012

None

Publications

A.C.A. 25-1-204

Name	Statutory Authorization	Required for		# of Copies	Reason(s) for Continued Publication and Distribution
		Governor	General Assembly		
None	N/A	N	N	0	N/A

Agency Position Usage Report

FY2010 - 2011						FY2011 - 2012						FY2012 - 2013					
Authorized in Act	Budgeted			Unbudgeted Total	% of Authorized Unused	Authorized in Act	Budgeted			Unbudgeted Total	% of Authorized Unused	Authorized in Act	Budgeted			Unbudgeted Total	% of Authorized Unused
	Filled	Unfilled	Total				Filled	Unfilled	Total				Filled	Unfilled	Total		
0	0	0	0	0	0.00 %	0	0	0	0	0	0.00 %	0	0	0	0	0	0.00 %

Analysis of Budget Request

Appropriation: 998 - Rice Research and Promotion

Funding Sources: SRP - AR Rice Research and Promotion Fund

The Arkansas Rice Research and Promotion Board was established in 1985 to improve the profitability of growing rice in Arkansas by conducting a program of research, extension and market development.

The Board is funded entirely from special revenue which is collected from assessments on all rice produced in Arkansas. The assessments consist of 1.35 cents per bushel of rice grown in Arkansas paid by the producer, and an assessment of 1.35 cents per bushel paid by the first point of sale buyer. The funds raised by the producer assessment are reserved for the research program, and the buyer funds are reserved for promotion and market development activities.

The Board requests Base Level appropriation in the amount of \$6,980,696 each year of the 2013-2015 biennium.

The Executive Recommendation provides for the Agency Request.

Appropriation Summary

Appropriation: 998 - Rice Research and Promotion

Funding Sources: SRP - AR Rice Research and Promotion Fund

Historical Data

Agency Request and Executive Recommendation

Commitment Item		Historical Data			Agency Request and Executive Recommendation			Agency Request and Executive Recommendation		
		2011-2012 Actual	2012-2013 Budget	2012-2013 Authorized	2013-2014			2014-2015		
					Base Level	Agency	Executive	Base Level	Agency	Executive
Operating Expenses	5020002	5,983	14,200	14,200	14,200	14,200	14,200	14,200	14,200	14,200
Conference & Travel Expenses	5050009	0	0	0	0	0	0	0	0	0
Professional Fees	5060010	0	0	0	0	0	0	0	0	0
Data Processing	5090012	0	0	0	0	0	0	0	0	0
Capital Outlay	5120011	0	0	0	0	0	0	0	0	0
Research/Development	5900031	4,583,442	6,966,496	6,966,496	6,966,496	6,966,496	6,966,496	6,966,496	6,966,496	6,966,496
Total		4,589,425	6,980,696	6,980,696	6,980,696	6,980,696	6,980,696	6,980,696	6,980,696	6,980,696
Funding Sources										
Fund Balance	4000005	346,633	326,498		326,498	326,498	326,498	326,498	326,498	326,498
Special Revenue	4000030	4,569,290	6,980,696		6,980,696	6,980,696	6,980,696	6,980,696	6,980,696	6,980,696
Total Funding		4,915,923	7,307,194		7,307,194	7,307,194	7,307,194	7,307,194	7,307,194	7,307,194
Excess Appropriation/(Funding)		(326,498)	(326,498)		(326,498)	(326,498)	(326,498)	(326,498)	(326,498)	(326,498)
Grand Total		4,589,425	6,980,696		6,980,696	6,980,696	6,980,696	6,980,696	6,980,696	6,980,696

SOCIAL WORK LICENSING BOARD

Enabling Laws

Act 140 of 2012
A.C.A. §17-103-201

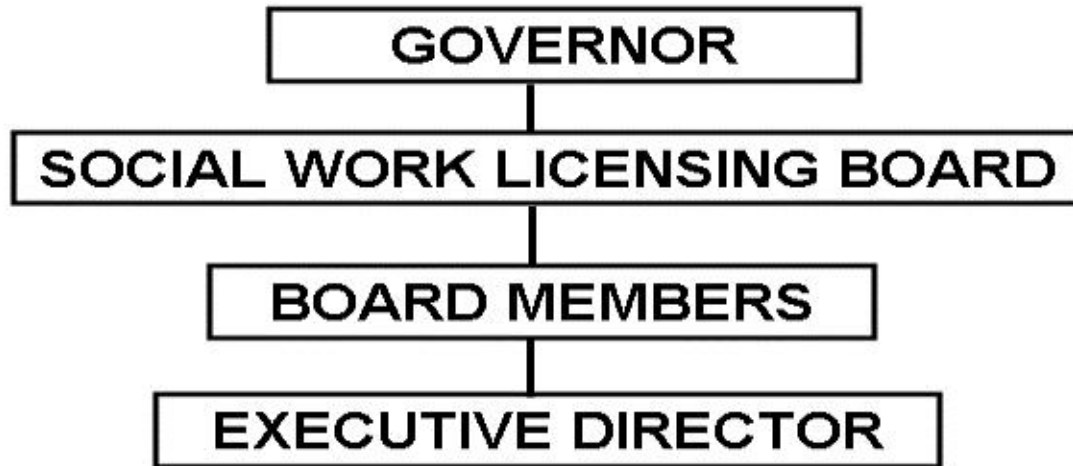
History and Organization

Act 791 of 1981 created the Social Work Licensing Board and dissolved the Board of Social Work Registration. All records and equipment were transferred from the Board of Social Work Registration to the Social Work Licensing Board. The Social Work Licensing Board, which became fully operational in 1982, is funded solely by the collection of fees.

Act 760 of 1987 made state employees with job classifications of Family Service Worker and Social Service Worker exempt from licensure. Act 40 of 1989 increased fees for the operation of the Social Work Licensing Board. Act 1317 of 1997 mandated state and national criminal background checks for all new applicants for social work licensure and all currently licensed social workers. Act 1481 of 2001 increased fees for the Social Work Licensing Board, Act 1274 of 2003 requires Licensed Certified Social Workers in the private/independent practice of social work to display their licenses, and Act 281 of 2005 extended the provisional license for social workers to one year. Act 297 of 2009 made state employees with job classification of Adult Protective Services Worker exempt from licensure.

In February 2000, the Board's web site became operational as a means of communication to the public and to the 2,882 currently licensed social workers. The Board has nine members and one full-time employee.

The mission of the Social Work Licensing Board is to protect the public by setting standards of qualification, training and experience for those who seek to represent themselves to the public as social workers and by promoting high standards of professional performance for those engaged in the practice of social work.



Agency Commentary

The Social Work Licensing Board is responsible for issuing licenses and regulating the practice of social work. Funding for this appropriation is from special revenues derived by the collection of application and license renewal fees.

The Agency is requesting Base Level for the 2013-2015 biennium.

Audit Findings

DIVISION OF LEGISLATIVE AUDIT
 AUDIT OF :
 ARKANSAS SOCIAL WORK LICENSING BOARD
 FOR THE YEAR ENDED JUNE 30, 2011

Findings	Recommendations
None	None

State Contracts Over \$25,000 Awarded To Minority Owned Businesses Fiscal Year 2012

None

Employment Summary

	Male	Female	Total	%
White Employees	0	1	1	100 %
Black Employees	0	0	0	0 %
Other Racial Minorities	0	0	0	0 %
Total Minorities			0	0 %
Total Employees			1	100 %

Publications

A.C.A. 25-1-204

Name	Statutory Authorization	Required for		# of Copies	Reason(s) for Continued Publication and Distribution
		Governor	General Assembly		
Annual Report	ACA 17-103-203(6)	N	N	4	Required by Law for Public Use
Board Meeting Minutes	ACA 25-1-204	N	N	4	Required by Regulations for Public Use
Financial Report	ACA 17-103-203(8)	N	N	4	Required by Law for Public Use.

Agency Position Usage Report

FY2010 - 2011					FY2011 - 2012					FY2012 - 2013							
Authorized in Act	Budgeted			Unbudgeted	% of Authorized Unused	Authorized in Act	Budgeted			Unbudgeted	% of Authorized Unused	Authorized in Act	Budgeted			Unbudgeted	% of Authorized Unused
	Filled	Unfilled	Total	Total			Filled	Unfilled	Total	Total			Filled	Unfilled	Total	Total	
1	1	0	1	0	0.00 %	1	1	0	1	0	0.00 %	1	1	0	1	0	0.00 %

Analysis of Budget Request

Appropriation: 2KZ - Social Work Licensing

Funding Sources: SSW - Social Work Licensing Fund

The Social Work Licensing Board is responsible for administration of the Social Work Licensing Act (A.C.A. §17-103-201 et seq.), which requires individuals who practice social work or represent themselves to the public as social workers to be licensed. The operations of the Social Work Licensing Board are funded from special revenues derived by the collection of application and license renewal fees authorized by A.C.A. §17-103-205.

Base Level Regular Salaries and Personal Services Matching includes Career Service payments for eligible employees. Personal Services Matching also includes a \$20 increase in the monthly contribution for State employee's health insurance for a total State match per budgeted employee of \$410 per month. Base Level salaries and matching do not include appropriation for a Cost of Living Adjustment or Merit Pay Increases. The Base Level request for Regular Salaries includes board member stipend payments.

The Agency requests Base Level for the 2013-2015 biennium.

The Executive Recommendation provides for the Agency Request.

Appropriation Summary

Appropriation: 2KZ - Social Work Licensing
Funding Sources: SSW - Social Work Licensing Fund

Historical Data

Agency Request and Executive Recommendation

Commitment Item	Historical Data			Agency Request and Executive Recommendation			Agency Request and Executive Recommendation		
	2011-2012 Actual	2012-2013 Budget	2012-2013 Authorized	2013-2014			2014-2015		
				Base Level	Agency	Executive	Base Level	Agency	Executive
Regular Salaries 5010000	53,125	53,888	55,113	53,888	53,888	53,888	53,888	53,888	53,888
#Positions	1	1	1	1	1	1	1	1	1
Extra Help 5010001	0	13,000	13,000	13,000	13,000	13,000	13,000	13,000	13,000
#Extra Help	0	1	1	1	1	1	1	1	1
Personal Services Matching 5010003	15,199	16,163	15,650	16,437	16,437	16,437	16,437	16,437	16,437
Operating Expenses 5020002	30,205	46,775	46,775	46,775	46,775	46,775	46,775	46,775	46,775
Conference & Travel Expenses 5050009	2,227	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000
Professional Fees 5060010	3,982	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000
Data Processing 5090012	0	0	0	0	0	0	0	0	0
Refunds/Reimbursements 5110014	0	500	500	500	500	500	500	500	500
Capital Outlay 5120011	0	0	0	0	0	0	0	0	0
Total	104,738	166,326	167,038	166,600	166,600	166,600	166,600	166,600	166,600
Funding Sources									
Fund Balance 4000005	457,681	478,253		446,927	446,927	446,927	410,327	410,327	410,327
Special Revenue 4000030	125,310	135,000		130,000	130,000	130,000	135,000	135,000	135,000
Total Funding	582,991	613,253		576,927	576,927	576,927	545,327	545,327	545,327
Excess Appropriation/(Funding)	(478,253)	(446,927)		(410,327)	(410,327)	(410,327)	(378,727)	(378,727)	(378,727)
Grand Total	104,738	166,326		166,600	166,600	166,600	166,600	166,600	166,600

FY13 Budget amount in Personal Services Matching exceeds the authorized amount due to salary and matching rate adjustments during the 2011-2013 biennium.

AR STATE BOARD OF PROFESSIONAL SOIL CLASSIFIERS

Enabling Laws

Act 32 of 2012
Act 460 of 1975 as amended
A.C.A. § 17-47-201

History and Organization

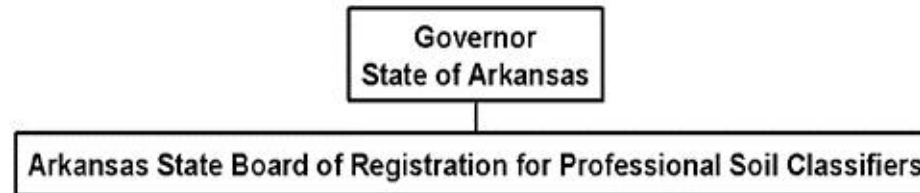
Act 460 of 1975 created the Arkansas State Board of Registration for Professional Soil Classifiers. It authorized a five-member board that is made up of three registered professional soil classifiers, one member who is a member of a conservation district board, and one member who represents the public at large.

Mission: To register professional soil classifiers and soil classifiers in training and to regulate the profession of soil classification.

Statutory Responsibility: To provide for examination for registration for soil classifiers and to provide for penalties and punishment for violations of Act 460.

Primary Activities: (1) establish rules and regulations, by-laws and a code of ethics. (2) administer examinations, (3) examine credentials of applicants, (4) enforce provisions of Act 460 and restrain violations of the act, (5) keep records of proceedings, (6) collect registration and other fees, (7) report annually to the governor regarding activities of the board, (8) carry out other activities normal to such boards.

Oversight and/or Advisory Affiliation: None



Agency Commentary

The State Board of Registration for Professional Soil Classifiers is responsible for assuring those individuals who are registered professional soil classifiers are qualified to perform soil classification work in the State of Arkansas.

The Board is made up of five members and meets from two to several times annually for the purpose of reviewing applications, examining credentials of applicants, administering examinations, hearing complaints, and carrying out other activities normal to such boards.

The Board is requesting Base Level appropriation for the 2013 - 2015 biennium.

Audit Findings

DIVISION OF LEGISLATIVE AUDIT
AUDIT OF :
ARKANSAS STATE BOARD OF REGISTRATION FOR PROFESSIONAL SOIL CLASSIFIERS
FOR THE YEAR ENDED JUNE 30, 2011

Findings	Recommendations
None	None

State Contracts Over \$25,000 Awarded To Minority Owned Businesses Fiscal Year 2012

None

Cash Fund Balance Description as of June 30, 2012

Fund Account	Balance	Type	Location
3330000	\$10,074	Checking,CD	First Western Bank, Booneville

Statutory/Other Restrictions on use:

A.C.A. 17-47-203 Keep record of, and report to the Governor transactions of previous year.

Statutory Provisions for Fees, Fines, Penalties:

A.C.A. 17-47-203 Establish account in one or more banks in State to use for deposit and expenditures.

Revenue Receipts Cycle:

Fees are collected throughout the year.

Fund Balance Utilization:

Funds are used for board expenses throughout the fiscal year.

Publications

A.C.A. 25-1-204

Name	Statutory Authorization	Required for		# of Copies	Reason(s) for Continued Publication and Distribution
		Governor	General Assembly		
None	N/A	N	N	0	N/A

Agency Position Usage Report

FY2010 - 2011						FY2011 - 2012						FY2012 - 2013					
Authorized in Act	Budgeted			Unbudgeted Total	% of Authorized Unused	Authorized in Act	Budgeted			Unbudgeted Total	% of Authorized Unused	Authorized in Act	Budgeted			Unbudgeted Total	% of Authorized Unused
	Filled	Unfilled	Total				Filled	Unfilled	Total				Filled	Unfilled	Total		
0	0	0	0	0	0.00 %	0	0	0	0	0	0.00 %	0	0	0	0	0	0.00 %

Analysis of Budget Request

Appropriation: A13 - Cash Operations

Funding Sources: 333 - Soil Classifiers Cash

The Arkansas State Board of Registration for Professional Soil Classifiers was created by Act 460 of 1975. The primary duty of the Board is to regulate the profession of soil classifying through registration and examination of Professional Soil Classifiers and Soil Classifiers-in-Training. The Board is a cash agency funded from application, registration, and renewal fees charged pursuant to Arkansas Code Annotated §17-47-307.

The Board request is for Base Level of \$1,296 each year of the 2013-2015 biennium.

The Executive Recommendation provides for the Agency Request.

Appropriation Summary

Appropriation: A13 - Cash Operations
Funding Sources: 333 - Soil Classifiers Cash

Historical Data

Agency Request and Executive Recommendation

Commitment Item		Historical Data			Agency Request and Executive Recommendation			Agency Request and Executive Recommendation		
		2011-2012 Actual	2012-2013 Budget	2012-2013 Authorized	2013-2014			2014-2015		
					Base Level	Agency	Executive	Base Level	Agency	Executive
Operating Expenses	5020002	598	1,296	1,296	1,296	1,296	1,296	1,296	1,296	1,296
Conference & Travel Expenses	5050009	0	0	0	0	0	0	0	0	0
Professional Fees	5060010	0	0	0	0	0	0	0	0	0
Data Processing	5090012	0	0	0	0	0	0	0	0	0
Capital Outlay	5120011	0	0	0	0	0	0	0	0	0
Total		598	1,296	1,296	1,296	1,296	1,296	1,296	1,296	1,296
Funding Sources										
Fund Balance	4000005	9,808	10,074		9,643	9,643	9,643	9,212	9,212	9,212
Cash Fund	4000045	864	865		865	865	865	865	865	865
Total Funding		10,672	10,939		10,508	10,508	10,508	10,077	10,077	10,077
Excess Appropriation/(Funding)		(10,074)	(9,643)		(9,212)	(9,212)	(9,212)	(8,781)	(8,781)	(8,781)
Grand Total		598	1,296		1,296	1,296	1,296	1,296	1,296	1,296

ARKANSAS SOYBEAN PROMOTION BOARD

Enabling Laws

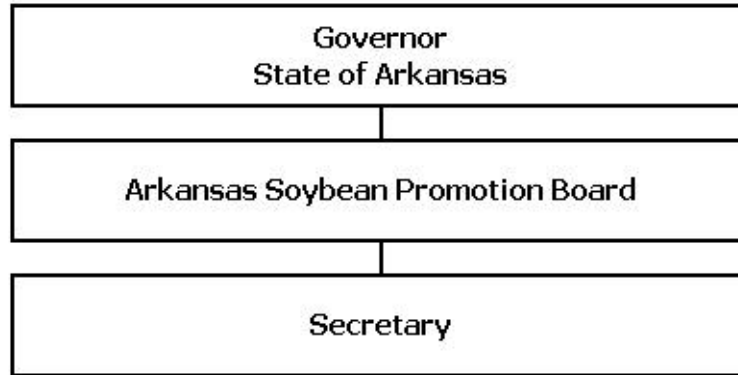
Act 167 of 2012
A.C.A. §2-20-404 et seq.

History and Organization

The Arkansas Soybean Promotion Board was established by Act 259 of the 1971 General Assembly to provide soybean producers in Arkansas an organization through which they can work for the improvement of the soybean industry. That legislation created a nine-member board appointed by the Governor from nominations submitted by certain soybean-related organizations to administer the program. It is the responsibility of the Board to plan and conduct a program of research, promotion and market development to foster the growth and development of the Arkansas soybean industry.

Initial legislation established an assessment rate of ¼ cent per bushel on all soybeans produced in Arkansas with an automatic escalation to ½ cent per bushel after a specified period of time. Subsequently, Act 355 of 1979 increased the assessment to one cent per bushel and Act 102 of 1989 increased the assessment rate to two cents per bushel.

Federal legislation enacted in 1990 established a national, coordinated program that preempted the State program. Approved by U.S. producers in a referendum, the National Soybean Check Off Program replaced the Arkansas assessment with a standard assessment of one-half of one percent of the net market value of all soybeans sold. One-half of all collections on soybeans produced in Arkansas are remitted to the National United Soybean Board to fund programs that are national and international in scope. The remaining one-half of the collections remain in Arkansas to be administered by the Arkansas Soybean Promotion Board and are used to fund soybean-related research, extension, promotion and market development activities. As provided for in the national legislation in October 1995, all refund provisions for the assessment were discontinued.



Agency Commentary

The Arkansas Soybean Promotion Board Budget is funded entirely by special revenues collected from an assessment on all soybeans produced in Arkansas. The assessment rate is one-half of one percent of the net market value for soybeans sold. Because the price of soybeans has increased dramatically in recent years, the agency's revenues have also increased accordingly. A very limited amount of funds is allocated each year for administrative and Board related expenses, while most of the request is in categories that will allow funding of programs directly related to the objectives of the Board.

In addition to Base Level, the Board requests an increase in appropriation of \$3,899,000 for each year of the 2013-2015 biennium to account for carry over and anticipated revenue due to both increase in price and acreage. The request includes \$30,500 increase in Operating Expenses, \$1,000 increase in Professional Fees and \$3,867,500 increase in Research/Development. This is needed to accommodate an increase in projected expenditures based on the high price of soybeans and increasing acreage of soybeans in Arkansas. The Board is required to remit 50% of collections to the United Soybean Board by federal act and order. Appropriation is used for these payments and payments on collections for beans sold in Arkansas but grown in other states.

Audit Findings

DIVISION OF LEGISLATIVE AUDIT
 AUDIT OF :
 ARKANSAS SOYBEAN PROMOTION BOARD
 FOR THE YEAR ENDED JUNE 30, 2011

Findings

Recommendations

None

None

State Contracts Over \$25,000 Awarded To Minority Owned Businesses Fiscal Year 2012

None

Publications

A.C.A. 25-1-204

Name	Statutory Authorization	Required for		# of Copies	Reason(s) for Continued Publication and Distribution
		Governor	General Assembly		
None	N/A	N	N	0	N/A

Agency Position Usage Report

FY2010 - 2011						FY2011 - 2012						FY2012 - 2013					
Authorized in Act	Budgeted			Unbudgeted Total	% of Authorized Unused	Authorized in Act	Budgeted			Unbudgeted Total	% of Authorized Unused	Authorized in Act	Budgeted			Unbudgeted Total	% of Authorized Unused
	Filled	Unfilled	Total				Filled	Unfilled	Total				Filled	Unfilled	Total		
0	0	0	0	0	0.00 %	0	0	0	0	0	0.00 %	0	0	0	0	0	0.00 %

Analysis of Budget Request

Appropriation: 026 - Arkansas Soybean Board

Funding Sources: SBB - Arkansas Soybean Promotion Fund

The purpose of the Arkansas Soybean Promotion Board is to support the growth and development of the soybean industry in Arkansas. This appropriation is primarily used to fund a program of research through the University of Arkansas Agricultural Experiment Station, although a small portion is used for administration and for other programs designed to enhance the Arkansas soybean industry.

Funding for the Board is derived entirely from special revenue collected from an assessment of one-half of one percent of the net market value of soybeans sold in Arkansas. Because crop prices have increased significantly in recent years, the agency's revenue has increased from approximately \$4.4 million in FY2008 to approximately \$6 million in FY2009 through FY2011 to approximately \$7 million in FY2012.

Base Level includes \$8,101,000 each year of the biennium.

The Agency Change Level Request includes additional special revenue appropriation of \$3,899,500 each year for the following:

- \$30,500 in Operating Expenses for increased wireless telecommunications services and board member travel.
- \$1,000 in Professional Fees for increased professional and administrative fees.
- \$3,867,500 in Research Development for improvement of the Arkansas soybean industry.

The Executive Recommendation provides for the Agency Request.

Appropriation Summary

Appropriation: 026 - Arkansas Soybean Board
Funding Sources: SBB - Arkansas Soybean Promotion Fund

Historical Data

Agency Request and Executive Recommendation

Commitment Item		Historical Data			2013-2014			2014-2015		
		2011-2012 Actual	2012-2013 Budget	2012-2013 Authorized	Base Level	Agency	Executive	Base Level	Agency	Executive
Operating Expenses	5020002	13,418	30,000	30,000	30,000	60,500	60,500	30,000	60,500	60,500
Conference & Travel Expenses	5050009	0	0	0	0	0	0	0	0	0
Professional Fees	5060010	581,986	1,000	1,000	1,000	2,000	2,000	1,000	2,000	2,000
Data Processing	5090012	0	0	0	0	0	0	0	0	0
Capital Outlay	5120011	0	0	0	0	0	0	0	0	0
Research/Development	5900031	7,415,170	8,070,000	8,070,000	8,070,000	11,937,500	11,937,500	8,070,000	11,937,500	11,937,500
Total		8,010,574	8,101,000	8,101,000	8,101,000	12,000,000	12,000,000	8,101,000	12,000,000	12,000,000
Funding Sources										
Fund Balance	4000005	2,472,705	1,797,331		1,220,331	1,220,331	1,220,331	4,119,331	220,331	220,331
Special Revenue	4000030	7,335,200	7,524,000		11,000,000	11,000,000	11,000,000	7,101,000	7,101,000	7,101,000
Total Funding		9,807,905	9,321,331		12,220,331	12,220,331	12,220,331	11,220,331	7,321,331	7,321,331
Excess Appropriation/(Funding)		(1,797,331)	(1,220,331)		(4,119,331)	(220,331)	(220,331)	(3,119,331)	4,678,669	4,678,669
Grand Total		8,010,574	8,101,000		8,101,000	12,000,000	12,000,000	8,101,000	12,000,000	12,000,000

Change Level by Appropriation

Appropriation: 026 - Arkansas Soybean Board
Funding Sources: SBB - Arkansas Soybean Promotion Fund

Agency Request

Change Level		2013-2014	Pos	Cumulative	% of BL	2014-2015	Pos	Cumulative	% of BL
BL	Base Level	8,101,000	0	8,101,000	100.0	8,101,000	0	8,101,000	100.0
C01	Existing Program	3,899,000	0	12,000,000	148.1	3,899,000	0	12,000,000	148.1

Executive Recommendation

Change Level		2013-2014	Pos	Cumulative	% of BL	2014-2015	Pos	Cumulative	% of BL
BL	Base Level	8,101,000	0	8,101,000	100.0	8,101,000	0	8,101,000	100.0
C01	Existing Program	3,899,000	0	12,000,000	148.1	3,899,000	0	12,000,000	148.1

Justification

C01	Agency requests \$3,899,000 in additional special revenue appropriation. \$30,500 increase in Operating Expenses, \$1,000 increase in Professional Fees and \$3,867,500 increase in Research/Development. This is needed to accommodate an increase in projected expenditures based on the high price of soybeans and increasing acreage of soybeans in Arkansas.								
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SPEECH-LANGUAGE PATHOLOGY & AUDIOLOGY

Enabling Laws

Act 35 of 2012
A.C.A. §17-100-101 et seq.

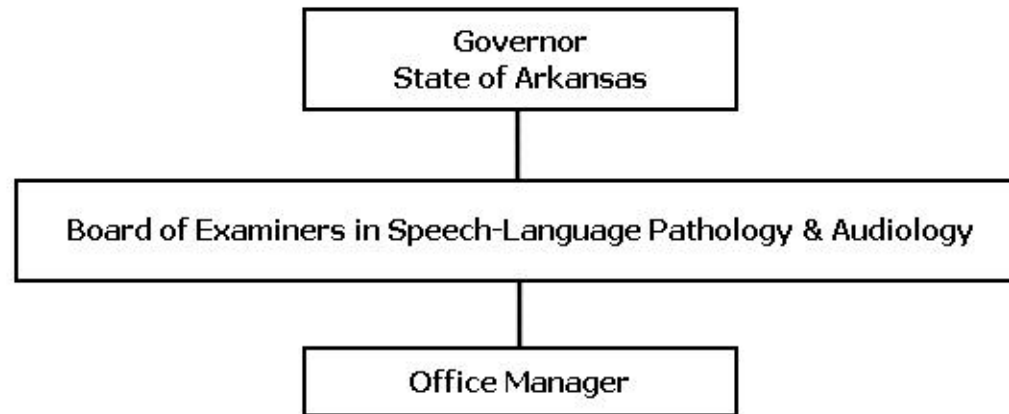
History and Organization

The Arkansas Board of Examiners in Speech-Language Pathology and Audiology (ABESPA) was formed in 1975 through enabling legislation, Act 277. Act 121 revised parts of the original legislation in 1993. In 1995 Act 826 was passed allowing use of speech-language pathology assistants. Rules and Regulations were last revised effective June 12, 2005.

The Board is composed of eight (8) members. These include five (5) professionals in Speech Pathology and Audiology (at least 2 from each field), a consumer representative, a public representative, and a senior citizen. The members are appointed by the Governor for three (3) year terms. A member may serve two (2) full consecutive terms.

The mission of this Board is to help assure the availability of the highest possible quality speech-language pathology and audiology services to the communicatively handicapped people of this State by strict licensing requirements and mandatory continuing professional education and to protect the public from being misled by incompetent, unscrupulous, and unauthorized persons and from unprofessional conduct on the part of qualified speech-language pathologists and audiologists.

ABESPA examines the credentials and qualifications of Speech Pathologists, Speech Pathology Assistants, and Audiologists who wish to provide services to the citizens of Arkansas. A license or registration is issued to those individuals who meet the qualifications. After licensure, each professional is required to meet mandatory continuing education requirements, which are monitored by the Board. ABESPA also acts on behalf of consumers by investigating complaints, conducting hearings, and taking disciplinary action, when warranted, to ensure that quality Speech-Language Pathology and Audiology services are delivered.



Agency Commentary

Granting and maintaining licenses and registrations for Speech-Language Pathologists, Speech Pathology Assistants, and Audiologists is an ongoing function of the Board of Examiners in Speech-Language Pathology and Audiology according to A.C.A. §17-100-101 et seq. The operations of the Board, which includes one full-time employee and one part-time extra help position, are funded from the receipt of fees charged by the Agency.

The Board is requesting additional appropriation to fund a new position for an Administrative Assistant. With passage of the Transparency Act, additional processes are necessary for complete compliance of this law. Over time, the total number of licensees has grown. Each additional license issued increases the amount of work required to maintain the orderly operation of the office. In addition, the present office manager is within a few years of retirement. The Board believes it is prudent to have another employee in place that is familiar with the operation of the office prior to her retirement. Income from fees together with the fund balance are more than adequate to support this addition.

All funds were moved to the State Treasury in Fiscal Year 2012.

Audit Findings

DIVISION OF LEGISLATIVE AUDIT
AUDIT OF :
ARKANSAS BOARD OF EXAMINERS IN SPEECH-LANGUAGE PATHOLOGY AND AUDIOLOGY
FOR THE YEAR ENDED JUNE 30, 2011

Findings	Recommendations
None	None

State Contracts Over \$25,000 Awarded To Minority Owned Businesses Fiscal Year 2012

None

Employment Summary

	Male	Female	Total	%
White Employees	0	1	1	100 %
Black Employees	0	0	0	0 %
Other Racial Minorities	0	0	0	0 %
Total Minorities			0	0 %
Total Employees			1	100 %

Publications

A.C.A. 25-1-204

Name	Statutory Authorization	Required for		# of Copies	Reason(s) for Continued Publication and Distribution
		Governor	General Assembly		
Consumer Information Brochure	ABESPA Rules & Regulations Section 1.8	N	N	300	Provided to all licensees for use in offices and clinics.
Licensure Directory	ABESPA Rules & Regulations Section 1.8	N	N	2,100	Required by rules and regulations for use by licensees and others

Agency Position Usage Report

FY2010 - 2011						FY2011 - 2012					FY2012 - 2013						
Authorized in Act	Budgeted			Unbudgeted Total	% of Authorized Unused	Authorized in Act	Budgeted			Unbudgeted Total	% of Authorized Unused	Authorized in Act	Budgeted			Unbudgeted Total	% of Authorized Unused
	Filled	Unfilled	Total				Filled	Unfilled	Total				Filled	Unfilled	Total		
1	1	0	1	0	0.00 %	1	1	0	1	0	0.00 %	1	1	0	1	0	0.00 %

Analysis of Budget Request

Appropriation: 97J - Treasury Cash

Funding Sources: NSA - Speech-Language Pathology and Audiology - Cash in Treasury

The Arkansas Board of Examiners in Speech-Language Pathology and Audiology was created by A.C.A. §17-100-201, to safeguard the public health, safety, and welfare by providing regulatory authority over persons offering Speech-Language Pathology and Audiology services to the citizens of Arkansas. The Board is a cash agency funded from application, examination and license renewal fees charged pursuant to A.C.A. § 17-100-206. In April 2012, the Board moved all cash funds from various banks to the State Treasury.

Base Level Regular Salaries and Personal Services Matching includes Career Service payments for eligible employees. Personal Services Matching also includes a \$20 increase in the monthly contribution for State employee's health insurance for a total State match per budgeted employee of \$410 per month. Base Level salaries and matching do not include appropriation for a Cost of Living Adjustment or Merit Pay Increases.

The Agency's Change Level request provides for Regular Salaries and Personal Services Matching of \$27,914 in both years of the 2013-2015 biennium for a new Administrative Specialist I position. This position will provide for compliance with the Transparency Act, increasing workload, and knowledge transfer for the one current employee who is approaching retirement.

The Executive Recommendation provides for Base Level. Expenditure of appropriation is contingent upon available funding.

Appropriation Summary

Appropriation: 97J - Treasury Cash

Funding Sources: NSA - Speech-Language Pathology and Audiology - Cash in Treasury

Historical Data

Agency Request and Executive Recommendation

Commitment Item	2011-2012	2012-2013	2012-2013	2013-2014			2014-2015		
	Actual	Budget	Authorized	Base Level	Agency	Executive	Base Level	Agency	Executive
Regular Salaries 5010000	54,944	51,464	52,472	51,464	70,319	51,464	51,464	70,319	51,464
#Positions	1	1	1	1	2	1	1	2	1
Extra Help 5010001	6,688	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000
#Extra Help	1	1	1	1	1	1	1	1	1
Personal Services Matching 5010003	16,822	16,404	15,585	16,678	25,737	16,678	16,678	25,737	16,678
Operating Expenses 5020002	42,159	47,516	47,516	47,516	47,516	47,516	47,516	47,516	47,516
Conference & Travel Expenses 5050009	1,391	3,250	3,250	3,250	3,250	3,250	3,250	3,250	3,250
Professional Fees 5060010	1,725	12,800	12,800	12,800	12,800	12,800	12,800	12,800	12,800
Data Processing 5090012	0	0	0	0	0	0	0	0	0
Capital Outlay 5120011	0	0	0	0	0	0	0	0	0
Total	123,729	137,434	137,623	137,708	165,622	137,708	137,708	165,622	137,708

Funding Sources									
Fund Balance 4000005	854,156	951,123		993,689	993,689	993,689	1,035,981	1,008,067	1,035,981
Cash Fund 4000045	220,696	180,000		180,000	180,000	180,000	180,000	180,000	180,000
Total Funding	1,074,852	1,131,123		1,173,689	1,173,689	1,173,689	1,215,981	1,188,067	1,215,981
Excess Appropriation/(Funding)	(951,123)	(993,689)		(1,035,981)	(1,008,067)	(1,035,981)	(1,078,273)	(1,022,445)	(1,078,273)
Grand Total	123,729	137,434		137,708	165,622	137,708	137,708	165,622	137,708

The FY13 Budget amount in Personal Services Matching exceeds the authorized amount due to matching rate adjustments during the 2011-2013 biennium.

Change Level by Appropriation

Appropriation: 97J - Treasury Cash

Funding Sources: NSA - Speech-Language Pathology and Audiology - Cash in Treasury

Agency Request

Change Level		2013-2014	Pos	Cumulative	% of BL	2014-2015	Pos	Cumulative	% of BL
BL	Base Level	137,708	1	137,708	100.0	137,708	1	137,708	100.0
C01	Existing Program	27,914	1	165,622	120.3	27,914	1	165,622	120.3

Executive Recommendation

Change Level		2013-2014	Pos	Cumulative	% of BL	2014-2015	Pos	Cumulative	% of BL
BL	Base Level	137,708	1	137,708	100.0	137,708	1	137,708	100.0
C01	Existing Program	0	0	137,708	100.0	0	0	137,708	100.0

Justification

C01	The Board is requesting additional appropriation to fund a new position for an Administrative Assistant. With passage of the Transparency Act, additional processes are necessary for complete compliance of this law. Over time, the total number of licensees has grown. Each additional license issued increases the amount of work required to maintain the orderly operation of the office. In addition, the present office manager is within a few years of retirement. The Board believes it is prudent to have another employee in place that is familiar with the operation of the office prior to her retirement.
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AR TOWING AND RECOVERY BOARD

Enabling Laws

Act 109 of 2012
A.C.A. §27-50-1203(c)(1) et seq.

History and Organization

Arkansas faced losing its Federal highway funds as a result of unfavorable findings by the Commercial Motor Vehicle Safety Regulatory Review Panel created by Congress in 1984. Thereafter, the 77th General Assembly enacted legislation creating the Arkansas Towing and Recovery Board (ATRB) [§27-50-1203(a)(1)], delegating to the Board authority to regulate Arkansas' towing industry [§27-50-1203(c)(1)]. Appropriations legislation was not enacted until 1993; therefore, implementation did not begin to be accomplished until late 1994.

The Towing and Recovery Board promulgates and administers rules and regulations for the towing industry, establishing reasonable licensing, insurance, and safety equipment requirements for businesses providing non-consent towing and related services [§27-50-1203(c)(1)(A)] and establishing reasonable safety equipment requirements for any business providing consent towing or using tow vehicles in any commercial purposes [§27-50-1203(c)(1)(B)].

The Towing and Recovery Board worked diligently in striving to bring more non-consent towing businesses as well as consent only businesses in compliance during FY99 and FY00. The Board issued 1,899 non-consent licenses and 2,934 tow vehicle safety permits. In FY01 and FY02 the Board issued approximately 1,136 non-consent licenses and 3,233 tow vehicle safety permits. In FY03 and FY04 the Board issued approximately 1,075 non-consent licenses and 3,489 tow vehicle safety permits. It is the Board's continued goal to have all tow vehicles operating on Arkansas public roadways in compliance.

During FY01 and FY02, the participation of municipal, county and state law enforcement agencies across the state continued to increase. Office staff continued to work with law enforcement agencies on a daily basis in helping bring and keep tow businesses in compliance.

Fiscal years FY03 and FY04 were years of transition, the Board moved to a new location, established a web site and continued to work with municipal, county and state law enforcement agencies with compliance issues.

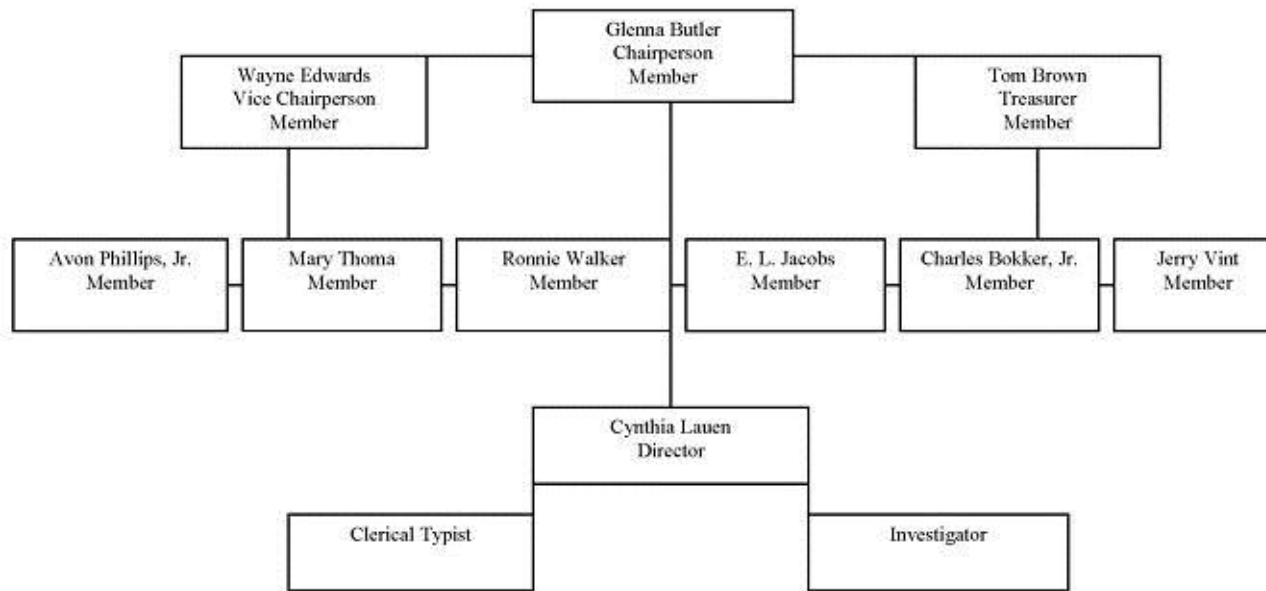
Fiscal years FY05 and FY06 the Board set to the task of regulating and reviewing excessive pricing in the towing industry. A towing investigator was added to the staff to help with the review and investigations for noncompliance and pricing complaints. The Board also

updated the Rules and Regulations to reflect new regulatory authority to be current with the new legislation passed in the 2005 Legislative Session.

Fiscal years FY07 and FY08 the Board set to the task of regulating and reviewing excessive pricing complaints and fining some towing companies for excessive charges. The Board was able to complete more investigations, resulting in several hearings for violations. Fees for the Tow Safety license were raised to \$100.00 and Tow Safety permits were raised to \$36.00 in FY08. Both consent and non-consent tow companies were required to purchase a safety license, as the Board requires verification of minimum state and federal insurance. In January 2008, the Board started working with the Department of Finance & Administration - Revenue Division with regards to the new "tow license plate." To get this license plate, tow operators must provide proof the tow vehicle has a tow vehicle safety permit issued by this agency.

In FY09, the Board raised its Tow Safety Permit Fee to \$48, to help cover the increase in operating expenses. In FY11 and FY 12 the Board reviewed and updated the Rules and Regulations to reflect legislative changes and better address some definitions in relations to the towing industry. In FY12, the agency hired an "Extra Help" person to allow more efficient processing of applications due to the increase in applications and additional clerical duties for Board investigator. In July 2011, the Board lost revenues with the exemption of tow companies who tow only vehicles they own. The Board continues to investigate possible violations and holds hearings to address those companies with violations.

The Arkansas Towing and Recovery Board is a nine-member board appointed by the Governor with a make-up of 4 Non-consent towing representatives, 2 Consent towing representatives, 2 citizen representatives, and 1 insurance representative. The Board has three employment positions: ATRB Director, ATRB Clerical Typist and ATRB Tow Investigator.



Agency Commentary

The Arkansas Towing & Recovery Board is a cash fund agency which receives its revenues from penalties assessed for violations, late filing fees, and fees for the license and vehicle safety permit issued to towing businesses.

The Board's operating expenditures have remained steady with increased cooperation of law enforcement agencies in helping keep members of the towing industry in compliance. The Board will have to reorder year tabs for its safety permit renewals.

With the increased support of law enforcement agencies, the complaints/investigations have considerably increased. The Board is requesting an extra help position to help with the administrative processing of applications and in assisting to help the investigator resolve the current back log of complaints/investigations. Eventually, the Board hopes to employ additional investigators who will be able to conduct tow vehicle safety inspections to help reduce some of the workload of certified law enforcement officers, who currently perform these inspections.

With the statewide accounting system (AASIS), the Board continues the need for an appropriation to upgrade its current program basis as well as acquire new programs to assist in computerizing the current manual processes in the office. In addition, the Board is in the process of updating some of its computers.

The current reserves and the projected revenues generated from the license and permit fees, late filing fees, the penalties from administrative hearings and additional funding from citations issued by the courts for operating in violation of A.C.A. §27-50-1201 et seq. are believed to be sufficient to cover the Towing and Recovery Board's budget requests.

The Board requests an increase of \$4,284 each year of the biennium for Miscellaneous Technical Services and an office server in the Operating Expenses line item to complete the final phase for the office database. The database will allow for more efficient use of personnel and staff time by use of centralized tow company files and automating some manually performed services. It will generate renewal notices for mailing and other correspondence with minimal input from staff. The database will contain information regarding complaints, complaint resolution, hearings and hearings resolutions. The database will allow staff to process more quickly and be more responsive to operators and the general public. The database is referenced in the State IT plan under Major Applications for FY13, FY14, and FY15.

Audit Findings

DIVISION OF LEGISLATIVE AUDIT
AUDIT OF :
ARKANSAS TOWING AND RECOVERY BOARD
FOR THE YEAR ENDED JUNE 30, 2011

Findings

Recommendations

None

None

State Contracts Over \$25,000 Awarded To Minority Owned Businesses Fiscal Year 2012

None

Employment Summary

	Male	Female	Total	%
White Employees	1	2	3	100 %
Black Employees	0	0	0	0 %
Other Racial Minorities	0	0	0	0 %
Total Minorities			0	0 %
Total Employees			3	100 %

Cash Fund Balance Description as of June 30, 2012

Fund Account	Balance	Type	Location
3600000	\$222,032	Checking	Simmons First Bank - Searcy

Statutory/Other Restrictions on use:

Sections of 2, 3, 4, and 5 of Act 1209 of 2007.

Statutory Provisions for Fees, Fines, Penalties:

A.C.A. 27-50-1203 (f) authorizes the Board to levy applicable towing license fees, safety permit fees, and late filing fees. A.C.A. 27-50-1204 (d) authorizes the Board to prescribe monetary penalties.

Revenue Receipts Cycle:

Funds are collected throughout the year.

Fund Balance Utilization:

Warrants are written as necessary for Board expenditures with the balance remaining on deposit in the interest-bearing account.

Publications

A.C.A. 25-1-204

Name	Statutory Authorization	Required for		# of Copies	Reason(s) for Continued Publication and Distribution
		Governor	General Assembly		
None	N/A	N	N	0	N/A

Agency Position Usage Report

FY2010 - 2011						FY2011 - 2012					FY2012 - 2013						
Authorized in Act	Budgeted			Unbudgeted Total	% of Authorized Unused	Authorized in Act	Budgeted			Unbudgeted Total	% of Authorized Unused	Authorized in Act	Budgeted			Unbudgeted Total	% of Authorized Unused
	Filled	Unfilled	Total				Filled	Unfilled	Total				Filled	Unfilled	Total		
3	3	0	3	0	0.00 %	3	2	1	3	0	33.33 %	3	3	0	3	0	0.00 %

Analysis of Budget Request

Appropriation: A28 - Cash Operations

Funding Sources: 360 - Towing & Recovery - Cash

The Towing & Recovery Board was established under Arkansas Code Annotated §27-50-1203 to regulate Arkansas' towing industry. The Board is responsible for promulgating and administering rules and regulations for the industry, establishing licensing, insurance and safety equipment requirements for towing and related services and establishing tow truck safety requirements for vehicles utilized for commercial purposes. The Board issues towing business licenses and tow vehicle safety permits, assesses late filing fees, and investigates allegations of violations. Funding is derived from fees levied on towing businesses.

Base Level Regular Salaries and Personal Services Matching includes Career Service payments for eligible employees. Personal Services Matching also includes a \$20 increase in the monthly contribution for State employee's health insurance for a total State match per budgeted employee of \$410 per month. Base Level salaries and matching do not include appropriation for a Cost of Living Adjustment or Merit Pay increases. The Base Level request for Regular Salaries includes board member stipend payments.

The Agency requests a change level of \$4,284 each year of the biennium in Operating Expenses for miscellaneous technical services and an office server for completion of final phase of the office database. The database will allow greater efficiency of personnel and staff time through centralized tow company files and automation of some services. It will generate renewal notices and other correspondence with minimal input from staff; complaints, complaint resolutions, and hearings and hearings resolutions will be included in the database. This automation will allow staff to process more quickly and be more responsive to operators and the general public. The database is referenced in the State IT plan under Major Applications for FY13, FY14 and FY15.

The Executive Recommendation provides for the Agency Request. Expenditure of appropriation is contingent upon available funding.

Appropriation Summary

Appropriation: A28 - Cash Operations
Funding Sources: 360 - Towing & Recovery - Cash

Historical Data

Agency Request and Executive Recommendation

Commitment Item	Historical Data			Agency Request and Executive Recommendation			Agency Request and Executive Recommendation		
	2011-2012 Actual	2012-2013 Budget	2012-2013 Authorized	2013-2014			2014-2015		
				Base Level	Agency	Executive	Base Level	Agency	Executive
Regular Salaries 5010000	88,288	87,341	91,660	87,441	87,441	87,441	87,441	87,441	87,441
#Positions	3	3	3	3	3	3	3	3	3
Extra Help 5010001	3,739	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000
#Extra Help	1	1	1	1	1	1	1	1	1
Personal Services Matching 5010003	32,359	33,002	32,480	33,797	33,797	33,797	33,797	33,797	33,797
Operating Expenses 5020002	42,667	42,840	42,840	42,840	47,124	47,124	42,840	47,124	47,124
Conference & Travel Expenses 5050009	0	0	0	0	0	0	0	0	0
Professional Fees 5060010	6,156	7,200	7,200	7,200	7,200	7,200	7,200	7,200	7,200
Data Processing 5090012	0	0	0	0	0	0	0	0	0
Capital Outlay 5120011	0	0	0	0	0	0	0	0	0
Total	173,209	180,383	184,180	181,278	185,562	185,562	181,278	185,562	185,562
Funding Sources									
Fund Balance 4000005	191,793	222,032		230,504	230,504	230,504	214,557	210,273	210,273
Cash Fund 4000045	203,448	188,855		165,331	165,331	165,331	165,331	165,331	165,331
Total Funding	395,241	410,887		395,835	395,835	395,835	379,888	375,604	375,604
Excess Appropriation/(Funding)	(222,032)	(230,504)		(214,557)	(210,273)	(210,273)	(198,610)	(190,042)	(190,042)
Grand Total	173,209	180,383		181,278	185,562	185,562	181,278	185,562	185,562

The FY13 Budget amount in Personal Services Matching exceeds the authorized amount due to matching rate adjustments during the 2011-2013 biennium.

Change Level by Appropriation

Appropriation: A28 - Cash Operations
Funding Sources: 360 - Towing & Recovery - Cash

Agency Request

Change Level		2013-2014	Pos	Cumulative	% of BL	2014-2015	Pos	Cumulative	% of BL
BL	Base Level	181,278	3	181,278	100.0	181,278	3	181,278	100.0
C08	Technology	4,284	0	185,562	102.4	4,284	0	185,562	102.4

Executive Recommendation

Change Level		2013-2014	Pos	Cumulative	% of BL	2014-2015	Pos	Cumulative	% of BL
BL	Base Level	181,278	3	181,278	100.0	181,278	3	181,278	100.0
C08	Technology	4,284	0	185,562	102.4	4,284	0	185,562	102.4

Justification

C08	The agency requests a change level of \$4,284 each year of the biennium for miscellaneous technical services and an office server for completion of final phase of the office database. The database will allow for more efficient use of personnel and staff time by use of centralized tow company files and automating some manually performed services. The database will generate renewal notices for mailing and other correspondence with minimal input from staff. The database will contain information regarding complaints, complaint resolution, hearings and hearings resolutions. The database will allow staff to process more quickly and be more responsive to operators and the general public. The database is referenced in the State IT plan under Major Applications for FY13, FY14 and FY15.
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VETERINARY MEDICAL EXAMINING BOARD

Enabling Laws

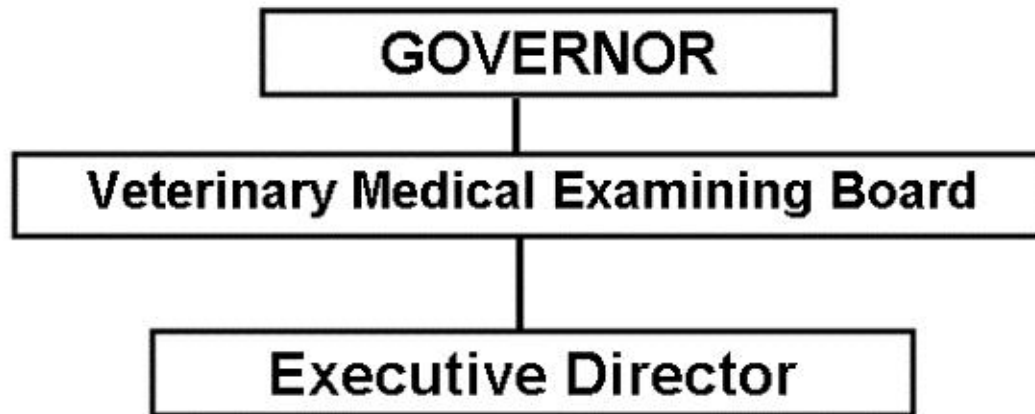
Act 36 of 2012
A.C.A. §17-101-201

History and Organization

MISSION: To administer the veterinary statutes with the highest degree of integrity, competence and efficiency commensurate with the professional standards of veterinarians and veterinary technicians.

STATUTORY RESPONSIBILITY: To examine and determine the qualifications and fitness of applicants to practice general veterinary medicine or any specialty area thereof, and certification of veterinary technicians; to issue, renew, deny, suspend or revoke licenses or certificates or otherwise discipline veterinarians or veterinary technicians; to conduct investigations on persons practicing veterinary medicine without a license.

PRIMARY ACTIVITIES: 1) Administer the Written State Jurisprudence Exam once a year to all qualified veterinary applicants; 2) Grant a license to those who pass the State Board and otherwise qualify; 3) Evaluate qualifications of education, skill and experience for certification of a person as a veterinary technician; 4) Annually register all DVM's and CVT's and issue them a certificate to practice; 5) Investigate violations of the Veterinary Medical Practice Act and Regulations and take disciplinary action where appropriate; 6) Monitor mandatory continuing professional education on DVM's and CVT's who hold a license or certificate to practice; and 7) Hold formal or informal hearings when needed.



Agency Commentary

The Arkansas Veterinary Medical Examining Board is responsible for safeguarding the people of the State of Arkansas against dishonest, incompetent and unprincipled practitioners of veterinary medicine. The Agency also has the power to issue citations to persons who unlawfully practice veterinary medicine in the state. Funding for the appropriation for the Arkansas Veterinary Medical Examining Board is based solely on revenues collected from yearly renewal and license fees and fines.

The Board is requesting Base Level in each year of the biennium. This will provide appropriation for the operations of the Board to administer the veterinary statutes with the highest degree of integrity, competence and efficiency.

Audit Findings

DIVISION OF LEGISLATIVE AUDIT
 AUDIT OF :
 VETERINARY MEDICAL EXAMINING BOARD
 FOR THE YEAR ENDED JUNE 30, 2011

Findings	Recommendations
None	None

State Contracts Over \$25,000 Awarded To Minority Owned Businesses Fiscal Year 2012

None

Employment Summary

	Male	Female	Total	%
White Employees	0	1	1	100 %
Black Employees	0	0	0	0 %
Other Racial Minorities	0	0	0	0 %
Total Minorities			0	0 %
Total Employees			1	100 %

Publications

A.C.A. 25-1-204

Name	Statutory Authorization	Required for		# of Copies	Reason(s) for Continued Publication and Distribution
		Governor	General Assembly		
Annual Report	A.C.A. 17-101-1 et seq.	N	N	1,500	Keeps the public and DVM's informed of the actions taken during Board Meetings.
Mission Statement	A.C.A. 17-101-1 et seq.	N	N	5	To inform the Governor if our Mission Statement changes from year to year.
Veterinary Practice Act & Regulations Booklets	A.C.A. 17-101-1 et seq.	N	N	500	Published every five years to inform the public and DVM's of the Board's rules & regulations.

Agency Position Usage Report

FY2010 - 2011						FY2011 - 2012						FY2012 - 2013					
Authorized in Act	Budgeted			Unbudgeted	% of Authorized Unused	Authorized in Act	Budgeted			Unbudgeted	% of Authorized Unused	Authorized in Act	Budgeted			Unbudgeted	% of Authorized Unused
	Filled	Unfilled	Total	Total			Filled	Unfilled	Total	Total			Filled	Unfilled	Total	Total	
1	1	0	1	0	0.00 %	1	1	0	1	0	0.00 %	1	1	0	1	0	0.00 %

Analysis of Budget Request

Appropriation: 470 - Veterinary Medical Examining Board

Funding Sources: SXV - Veterinary Medical Examining Board

The Veterinary Medical Examining Board is responsible for determining the qualifications of applicants for a license to practice general veterinary medicine or any specialty area and certification of veterinary technicians. The Board was created by Arkansas Code Annotated §17-101-201 and is funded by special revenues derived from fees charged its member constituents.

Base Level Regular Salaries and Personal Services Matching includes Career Service payments for eligible employees. Personal Services Matching also includes a \$20 increase in the monthly contribution for State employee's health insurance for a total State match per budgeted employee of \$410 per month. Base Level salaries and matching do not include appropriation for a Cost of Living Adjustment or Merit Pay Increases. The Base Level request for Regular Salaries includes board member stipend payments.

The Board is requesting Base Level of \$118,097 for each year of the biennium.

The Executive Recommendation provides for the Agency Request.

Appropriation Summary

Appropriation: 470 - Veterinary Medical Examining Board

Funding Sources: SXV - Veterinary Medical Examining Board

Historical Data

Agency Request and Executive Recommendation

Commitment Item	2011-2012	2012-2013	2012-2013	2013-2014			2014-2015		
	Actual	Budget	Authorized	Base Level	Agency	Executive	Base Level	Agency	Executive
Regular Salaries 5010000	63,436	60,130	61,276	60,130	60,130	60,130	60,130	60,130	60,130
#Positions	1	1	1	1	1	1	1	1	1
Extra Help 5010001	5,290	9,775	9,775	9,775	9,775	9,775	9,775	9,775	9,775
#Extra Help	3	3	3	3	3	3	3	3	3
Personal Services Matching 5010003	18,380	18,363	17,412	18,643	18,643	18,643	18,643	18,643	18,643
Operating Expenses 5020002	12,047	14,848	14,848	14,848	14,848	14,848	14,848	14,848	14,848
Conference & Travel Expenses 5050009	0	281	281	281	281	281	281	281	281
Professional Fees 5060010	820	2,849	2,849	2,849	2,849	2,849	2,849	2,849	2,849
Data Processing 5090012	0	0	0	0	0	0	0	0	0
Capital Outlay 5120011	0	0	0	0	0	0	0	0	0
Rent/Member Reimbursement 5900046	4,927	11,571	11,571	11,571	11,571	11,571	11,571	11,571	11,571
Total	104,900	117,817	118,012	118,097	118,097	118,097	118,097	118,097	118,097
Funding Sources									
Fund Balance 4000005	337,404	358,084		336,267	336,267	336,267	314,170	314,170	314,170
Special Revenue 4000030	125,580	96,000		96,000	96,000	96,000	96,000	96,000	96,000
Total Funding	462,984	454,084		432,267	432,267	432,267	410,170	410,170	410,170
Excess Appropriation/(Funding)	(358,084)	(336,267)		(314,170)	(314,170)	(314,170)	(292,073)	(292,073)	(292,073)
Grand Total	104,900	117,817		118,097	118,097	118,097	118,097	118,097	118,097

FY13 Budget amount in Personal Services Matching exceeds the authorized amount due to matching rate adjustments during the 2011-2013 biennium.

ARKANSAS WHEAT PROMOTION BOARD

Enabling Laws

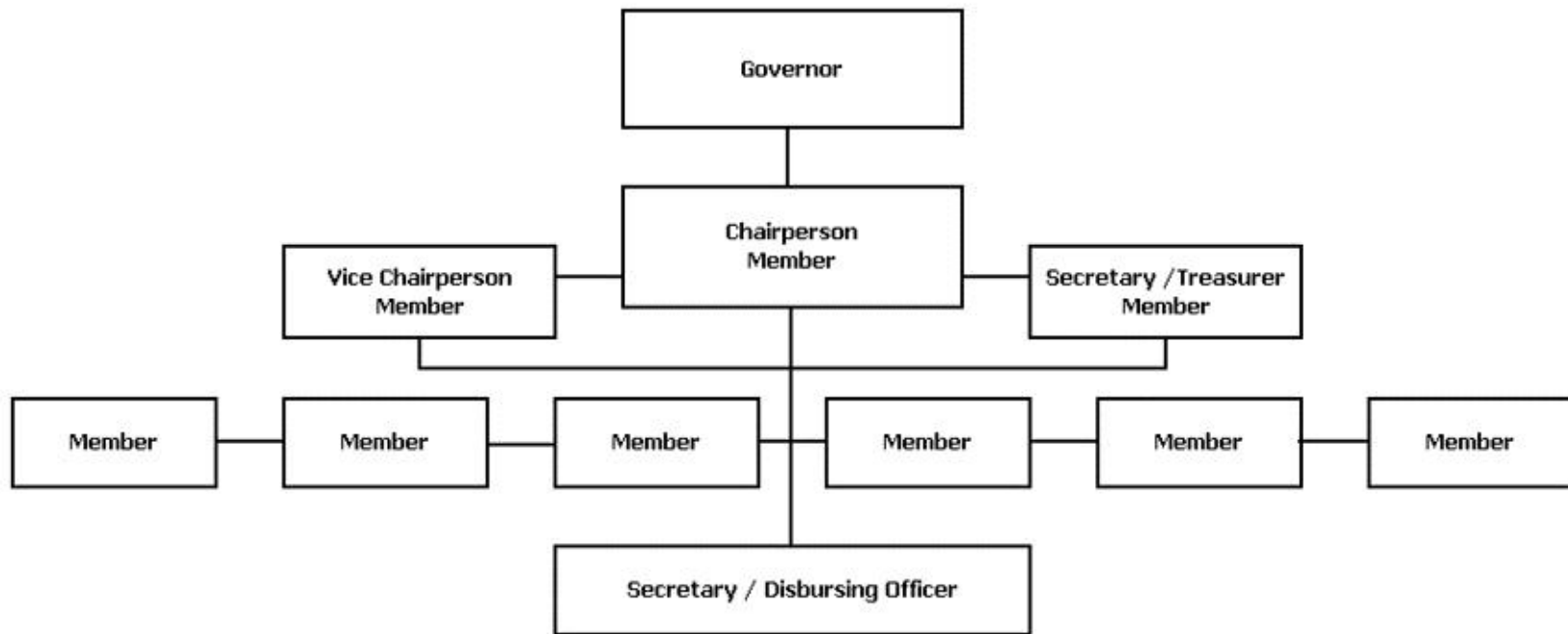
Act 168 of 2012
A.C.A. §2-20-604 et seq.

History and Organization

The Arkansas Wheat Promotion Board was created by Act 283 of 1985. The mission is to promote the growth and development of the wheat industry in Arkansas by research, extension, promotion and market development, thereby promoting the general welfare of the people of Arkansas.

The Board is made up of nine members appointed by the Governor. Three are nominated by and represent the Arkansas Farm Bureau Federation, and two each are nominated by and represent Riceland Foods, Inc., the Agriculture Council of Arkansas, and the Arkansas Association of Wheat Growers. The Board is administered by the Executive Vice President of Arkansas Farm Bureau Federation or his designee.

The Board administers a one cent per bushel assessment on all wheat grown in Arkansas for market. The assessment is collected at the first point of sale by the Arkansas State Miscellaneous Tax Department. The funds enter the State Treasury, and are disbursed by the Board to fund wheat research and promotion efforts.



Agency Commentary

The budget request of the Arkansas Wheat Promotion Board is funded entirely by special revenues collected from a one cent per bushel check off on all wheat produced in Arkansas.

Base Level for the Board is \$373,938 each year of the 2013-2015 biennium. In addition, the Board requests Research/Development appropriation of \$417,933 each year to provide for increased costs in the promotion of research and development of wheat, and to enhance the Arkansas wheat industry.

An allocation of these special revenue funds will be used to fund wheat related research projects through the University of Arkansas and private research companies as the Board sees fit. Projects are individually approved and monitored by the Board. The Board welcomes project proposals at the first quarter meeting, usually held in August.

Audit Findings

DIVISION OF LEGISLATIVE AUDIT
AUDIT OF :
ARKANSAS WHEAT PROMOTION BOARD
FOR THE YEAR ENDED JUNE 30, 2011

Findings

Recommendations

None

None

State Contracts Over \$25,000 Awarded To Minority Owned Businesses Fiscal Year 2012

None

Publications

A.C.A. 25-1-204

Name	Statutory Authorization	Required for		# of Copies	Reason(s) for Continued Publication and Distribution
		Governor	General Assembly		
None	N/A	N	N	0	N/A

Agency Position Usage Report

FY2010 - 2011						FY2011 - 2012					FY2012 - 2013						
Authorized in Act	Budgeted			Unbudgeted	% of Authorized Unused	Authorized in Act	Budgeted			Unbudgeted	% of Authorized Unused	Authorized in Act	Budgeted			Unbudgeted	% of Authorized Unused
	Filled	Unfilled	Total	Total			Filled	Unfilled	Total	Total			Filled	Unfilled	Total	Total	
0	0	0	0	0	0.00 %	0	0	0	0	0	0.00 %	0	0	0	0	0	0.00 %

Analysis of Budget Request

Appropriation: 999 - Arkansas Wheat Promotion

Funding Sources: SWP - Arkansas Wheat Promotion Fund

The purpose of the Arkansas Wheat Promotion Board is to promote the growth and development of the wheat industry in the State of Arkansas.

The Wheat Promotion Board is funded entirely by Special Revenue collected from a one cent per bushel assessment on all wheat grown in Arkansas. The funds are primarily used to maintain a program of research through the University of Arkansas Agricultural Experiment Station and Cooperative Extension Service and to support domestic and export promotion programs through memberships in national wheat promotion organizations. A small portion is used for other programs designed to enhance the Arkansas wheat industry.

The Agency Change Level Request reflects additional appropriation of \$417,933 each year for Research/Development to provide for increased costs in the promotion of research and development of wheat, and to enhance the Arkansas wheat industry. Expenditure of appropriation will be contingent upon available funding.

The Executive Recommendation provides for the Agency Request.

Appropriation Summary

Appropriation: 999 - Arkansas Wheat Promotion
Funding Sources: SWP - Arkansas Wheat Promotion Fund

Historical Data

Agency Request and Executive Recommendation

Commitment Item		Historical Data			2013-2014			2014-2015		
		2011-2012 Actual	2012-2013 Budget	2012-2013 Authorized	Base Level	Agency	Executive	Base Level	Agency	Executive
Operating Expenses	5020002	3,063	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000
Conference & Travel Expenses	5050009	0	0	0	0	0	0	0	0	0
Professional Fees	5060010	0	0	0	0	0	0	0	0	0
Data Processing	5090012	0	0	0	0	0	0	0	0	0
Capital Outlay	5120011	0	0	0	0	0	0	0	0	0
Research/Development	5900031	270,450	363,938	781,871	363,938	781,871	781,871	363,938	781,871	781,871
Total		273,513	373,938	791,871	373,938	791,871	791,871	373,938	791,871	791,871
Funding Sources										
Fund Balance	4000005	23,938	133,667		109,729	109,729	109,729	85,791	0	0
Cash Fund	4000045	383,242	350,000		350,000	350,000	350,000	350,000	350,000	350,000
Total Funding		407,180	483,667		459,729	459,729	459,729	435,791	350,000	350,000
Excess Appropriation/(Funding)		(133,667)	(109,729)		(85,791)	332,142	332,142	(61,853)	441,871	441,871
Grand Total		273,513	373,938		373,938	791,871	791,871	373,938	791,871	791,871

Change Level by Appropriation

Appropriation: 999 - Arkansas Wheat Promotion
Funding Sources: SWP - Arkansas Wheat Promotion Fund

Agency Request

Change Level		2013-2014	Pos	Cumulative	% of BL	2014-2015	Pos	Cumulative	% of BL
BL	Base Level	373,938	0	373,938	100.0	373,938	0	373,938	100.0
C01	Existing Program	417,933	0	791,871	211.8	417,933	0	791,871	211.8

Executive Recommendation

Change Level		2013-2014	Pos	Cumulative	% of BL	2014-2015	Pos	Cumulative	% of BL
BL	Base Level	373,938	0	373,938	100.0	373,938	0	373,938	100.0
C01	Existing Program	417,933	0	791,871	211.8	417,933	0	791,871	211.8

Justification

C01	Appropriation provides for increased costs in the promotion of research and development of wheat, and for enhancement of the Arkansas wheat industry.
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