

MINUTES OF THE MEETING OF THE APPROPRIATIONS SUBCOMMITTEE
ON NATURAL RESOURCES AND BUSINESS REGULATION
January 14, 1983

The meeting was called to order by CHAIRMAN MANUEL at 8:22 a.m. in Room 132 of the Capitol Building in Helena, Montana on January 14, 1983. Roll call was taken and all members were present. Also present were DICK GILBERT, LFA; CAROLYN DOERING, OBPP; PATTI SCOTT, SECRETARY; AND SENATOR JOHN MOHAR.

DEPARTMENT OF COMMERCE BUDGET (Tape #8 Side A-004)

WITNESSES for the Department were: GARY BUCHANAN, Director, ISSIE PISTELAK, Administrator, Business and Professional Licensing Division, BRIAN McCULLOUGH, Administrator, Central Services, and SHIRLEY MILLER, Chief, Professional and Occupational Licensing Bureau.

GARY BUCHANAN reviewed the general make-up of the Department. (EXHIBIT A) He stated that the Legislative Audit Committee recommended sixteen major changes for the Department last year, and the Department has addressed all sixteen. GARY also stated that he has agreed with about 90% of the recommendations from the "Loaned Executive Program" and had taken steps to comply with those.

ISSIE PISTELAK presented the Committee with details (EXHIBITS B & C) concerning the Professional and Occupational Licensing Boards - 27 in all.

FEES CHARGED BY THE BOARDS (Tape #8-Side A-298)

REPRESENTATIVE STOBIE asked about the increasing fees these Boards were charging to the licensees.

MR. BUCHANAN responded that last session a bill was passed to make "Fees commensurate with costs" meaning these Boards had to begin operating on this basis. Also incorporated was the employee pay raise (12% each year). Many of the Boards had the impression that since the Boards were consolidated into Commerce, (the 1981 Session changed the "Department of Professional and Occupational Licensing" within the Department of Commerce) that this cost the Boards more money. GARY and his staff have spent a great deal of time to show the Boards that the "fees commensurate with costs" and the pay raises were principally responsible for their increased costs. The Boards have then passed those costs onto the licensees. In a few cases, Boards were able to reduce their fees.

SENATOR SMITH also noted that in a few cases the Legislature did increase the number of members on some Boards.

SUBCOMMITTEE ON NATURAL RESOURCES AND BUSINESS REGULATION

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SENATOR SMITH inquired if there are any other costs associated with carrying out the duties of that particular Board.

BRIAN McCULLOUGH stated that the Department uniformly applies costs throughout the year, and at the end of the year makes adjustments for actual costs.

GARY BUCHANAN clarified for the Committee the difference between the Board and "Associations." The actual licensing Board, which this Committee deals with, is a regulatory licensing Board, appointed by the Governor. Their function is to license, regulate, and safeguard the public. They have no jurisdiction over non-licensees except to recommend that the County Attorney prosecute if a non-licensee is operating. An "Association" is made up of members who pay dues to that association for promotion of their particular industry. For example, the BOARD OF NURSES licenses all nurses actively engaged in the practice of nursing. They give the examinations and monitor the continuing education requirements. The "Association of Nurses" is made up of nurses currently licensed to practice and of those retired in some cases. They also charge yearly membership dues, but belonging is by choice. To actively practice nursing, however, you must be licensed by the Board.

The COMMITTEE requested a Board-by-Board breakdown of the fees charged by these Boards for the last three years, showing increases and decreases and also what the Reserve Fund balances are.

At 9:05 a.m. SENATOR BOYLAN was excused.

PUBLIC NOTICE

REPRESENTATIVE STOBIE expressed concern over the Public Hearing Process when these Boards raise their dues. He has been receiving calls from licensees who claim they never get notices. GARY responded that the Department does follow the Administrative Procedures Act and give proper notice when public hearings are to be held. They are usually published in the major papers, and in some cases the Board will send notices to all the licensees.

SENATOR SMITH remarked that the rural areas don't see these notices and don't become aware until "after the fact".

REPRESENTATIVE STOBIE said there is a bill in this session to require more notice for public hearings. GARY said if it passes, the Department will follow that procedure.

At 9:11 REPRESENTATIVE STOBIE was excused.

ISSIE presented information on the following Boards as stated in EXHIBIT C:

BOARD OF ARCHITECTS
BOARD OF BARBERS
BOARD OF CHIROPRACTORS
BOARD OF COSMETOLOGISTS
BOARD OF DENTISTS
ELECTRICAL BOARD
BOARD OF HEARING AID DISPENSERS
BOARD OF HORSE RACING

At 10:30 CHAIRMAN MANUEL had to leave, and SENATOR SMITH assumed the Chair.

BOARD OF MEDICAL EXAMINERS

MEDICAL EXAMINERS are requesting funds for use of an "outside" attorney for special legal cases. People suing usually hire the best attorney in the field. The Board would like more latitude in selecting specialized attorneys to represent them because of cost ramifications should they lose the case. The Attorney General must also grant permission before this can be done.

BOARD OF MORTICIANS
BOARD OF NURSING
BOARD OF NURSING HOME ADMINISTRATORS
BOARD OF OPTOMETRISTS
BOARD OF PHARMACISTS
BOARD OF PLUMBERS
BOARD OF PROFESSIONAL ENGINEERS AND LAND SURVEYORS
BOARD OF PUBLIC ACCOUNTANTS
BOARD OF REAL ESTATE
BOARD OF VETERINARIANS
BOARD OF WATER WELL CONTRACTORS
BOARD OF PSYCHOLOGISTS

ISSIE stated that two Boards will be increasing their fees in FY84 - Chiropractors and Radiology Technicians; and seven Boards in FY85 - Cosmetology, Dentists, Horse Racing, Pharmacy, Real Estate, and Radiology Technicians and Chiropractors. The Committee requested a detailed list from the Department on this.

SUBCOMMITTEE ON NATURAL RESOURCES AND BUSINESS REGULATION

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SENATOR HIMSL stopped in to congratulate the Department on the book they compiled about the Licensing Boards. He said it cleared up a great deal of confusion the Legislature had previously.

The COMMITTEE requested that the Chairman of the Boards of Electrical and Water Well Contractors meet with the Committee to clear up questions the Committee Members have concerning licensing procedures.

REPRESENTATIVE STOBIE asked why these Board members were requesting money to travel out of state.

MR. BUCHANAN explained many times that these members are responsible for drafting new tests, and most out-of-state meetings are for regulatory reasons. He did say he was limiting the number of Board members traveling at any one time. GARY said he was in an uncomfortable position in that technically he is there to provide administrative services to these Boards only, and has no real authority over them. Only the Legislature does, in that they control the spending authority.

BRIAN McCULLOUGH explained that "Transfer Fees" were overhead fees, costs for general services, and wage cost factors.

VICE-CHAIRMAN SMITH adjourned the meeting at 11:50 a.m. Monday morning the Committee will begin with the Board of Sanitarians and then into a work session.



REX MANUEL, CHAIRMAN

JOINT HOUSE App Sub Comm Nat Res & Business COMMITTEE

Date 1-14-83

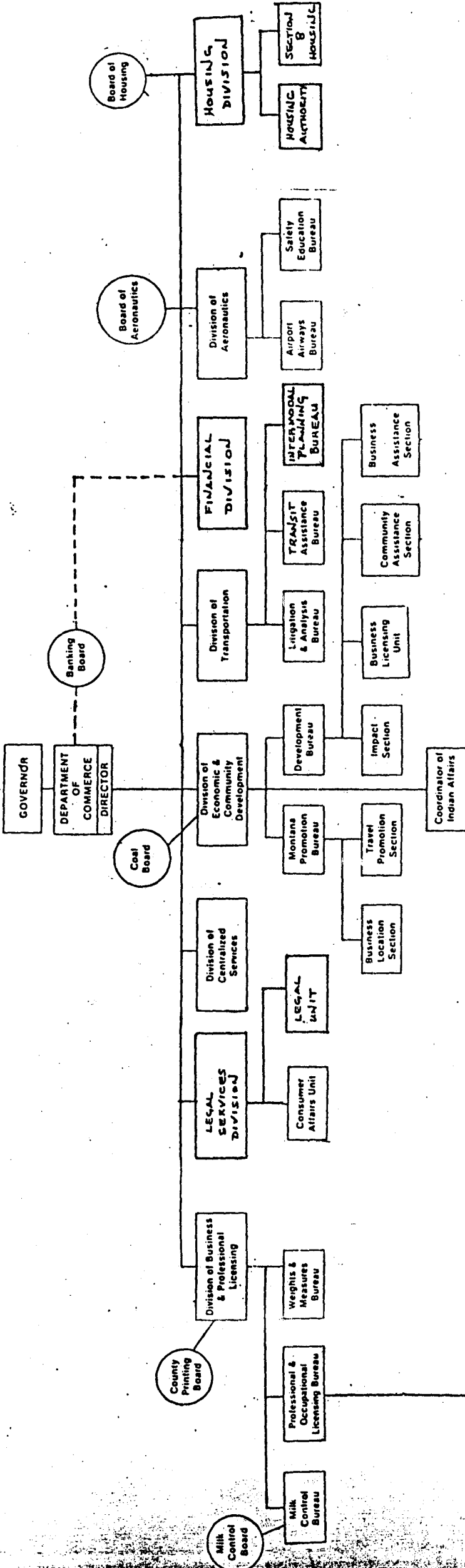
Business

[illegible]

IF YOU CARE TO WRITE COMMENTS, ASK SECRETARY FOR LONGER FORM.

PLEASE LEAVE PREPARED STATEMENT WITH SECRETARY.

Exhibit A
1-14-83



Hand-Rock Mining

- | | |
|---------------------------------|--|
| Board of Architects | Board of Professional Engineers & Land Surveyors |
| Board of Barber | Board of Psychologists |
| Board of Cosmetologists | Board of Public Accountants |
| Board of Dental | Board of Radiologic Technologists |
| State Electrical Board | Board of Realty Regulation |
| Board of Hearing Aid Dispensers | Board of Sanitarians |
| Board of Horse Racing | Board of Speech Pathologists & Audiologists |
| Board of Landscape Architects | Board of Veterinarians |
| | Board of Water Well Contractors |
| | Private Investigators |

DEPARTMENT OF COMMERCE
DIVISION OF BUSINESS AND
PROFESSIONAL LICENSING

Exhibit B
1-14-83

POL BUREAU

FY85

Total Bureau Request	\$1,941,309
Total Approved by Exec.	<u>1,929,083</u>
Additional (after the fact) Request	\$ <u>12,226</u>

JUSTIFICATION

BOARD OF REALTY REGULATION

\$ 8,000	<u>Contracted Services</u> This was decreased due to cash flow. Cash flow in 1984 will cover this.
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\$ 2,500	<u>Travel</u> This was decreased due to cash flow. Cash flow in 1984 will cover this.
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BOARD OF NURSING

\$ 1,475	<u>Other Comp. (1300)</u> This was omitted from original request.
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BOARD OF PHARMACISTS

\$ 1,368	<u>Other Expenses</u> This is for a newsletter. Prior to - it was provided free of charge by a Grant. (See notification in blue book.)
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BOARD OF PSYCHOLOGISTS

\$ 300	<u>Contracted Services</u> National Exam. - pre-candidate fee raised from \$75 to \$90. (See notifi- cation in blue book.)
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\$(1,417)	Adjustment due to applying factors on transfers.
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<u>\$12,226</u>	TOTAL REQUEST OVER EXECUTIVE
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DEPARTMENT OF COMMERCE
DIVISION OF BUSINESS AND
PROFESSIONAL LICENSING

POL Bureau

FY84

Total Bureau Request	\$1,880,114
Total Approved by Exec.	<u>1,862,824</u>
Additional (after the fact) Request	\$ 17,290

JUSTIFICATIONBOARD OF REALTY REGULATION

\$ 6,000	<u>Contracted Services</u> This was decreased due to cash flow. Cash flow in 1983 will cover this.
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\$ 2,500	<u>Travel</u> This was decreased due to cash flow. Cash flow in 1983 will cover this.
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BOARD OF NURSING

\$ 1,475	<u>Other Comp. (1300)</u> This was omitted from original request.
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BOARD OF PHARMACISTS

\$ 1,368	<u>Other Expenses</u> This is for a newsletter. Prior to - it was provided free of charge by a Grant. (See notification in blue book.)
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BOARD OF PSYCHOLOGISTS

\$ 300	<u>Contracted</u> National Exam. - pre-candidate fee raised from \$75 to \$90. (See notifi- cation in blue book.)
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\$ 5,647	Adjustment due to applying factors on Transfers.
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<u>\$17,290</u>	TOTAL REQUEST OVER EXECUTIVE
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EXH. bit C
1-14-83

DEPARTMENT OF COMMERCE
DIVISION OF BUSINESS
AND PROFESSIONAL LICENSING
FY84 - FY85
APPROPRIATION REQUEST

DEPARTMENT OF COMMERCE



TED SCHWINDEN, GOVERNOR

CAPITOL STATION
1424 9TH AVENUE

STATE OF MONTANA

(406) 449-3494

HELENA, MONTANA 59620-0401

TO: APPROPRIATION SUB-COMMITTEE

FROM: DEPARTMENT OF COMMERCE
ISABELLE PISTELAK, ADMINISTRATOR
DIVISION OF BUSINESS AND PROFESSIONAL LICENSING

RE: BUSINESS LICENSING & REGULATION - PROGRAM SUPPORT
(PROGRAM 01)

DATE: DECEMBER 28, 1982

We concur with the budget as established in the
Executive Budget, to-wit:

FY84
\$89,739

FY85
\$104,144

DEPARTMENT OF COMMERCE



TED SCHWINDEN, GOVERNOR

CAPITOL STATION
1424 9TH AVENUE

STATE OF MONTANA

14061449-3484

HELENA, MONTANA 59620-0401

TO: APPROPRIATION SUB-COMMITTEE

FROM: DEPARTMENT OF COMMERCE
ISABELLE PISTELAK, ADMINISTRATOR
DIVISION OF BUSINESS AND PROFESSIONAL LICENSING

RE: APPROPRIATION REQUEST FOR FY84 & 85 FOR THE MILK CONTROL
BUREAU - PROG. NO. 37 (EARMARKED REVENUE ACCOUNT)

DATE: JANUARY 5, 1983

During the recapping process of the budget the following were
omitted from the budget request, to-wit:

JUSTIFICATION

Code 2102 - CONSULTANT & PROFESSIONAL SERVICES \$4,800

Provide level of expenditure necessary to provide
service if needed for Board for expert hearing
witness. Consulting and professional services
\$40.00 per hour X 120 hours = \$4,800 = FY84

\$4,800 X 1.06 factor = \$5,088 = FY85

Code 2108 - LEGAL FEES & COURT COSTS \$19,792

Provide contingency in case of extra legal activity
necessary to enforce the act.

Legal Costs House Staff	- 416 hrs. X \$37/hr	= \$15,392
Court Reports	- Two hearings	= 1,210
Hearing Officers	- 20 hrs. X \$47/hr	= 740
Court Costs		200
Outside Legal Counsel	- 45 hrs. X \$50/hr	= 2,250
		<u>\$19,792</u>

\$19,792 X 1.06 factor = \$20,979 = FY85

MILK TESTING PROGRAM

The Milk Control Bureau is bound by statute to establish a
milk testing program, to-wit:

"81-23-105. TESTING OF MILK. (1) For the purpose of determining the value of milk supplied by producers during routine audits of milk processing plants which receive raw milk directly from producers, the department of commerce shall establish a program of testing such raw milk."

COST JUSTIFICATION

Code 2102 - <u>Contract:</u> Contract testing with Department of Livestock, Milk & Egg Division	\$33,800.
Code 2208 - <u>Laboratory Supplies</u> Supplies	454.
Code 2713 - <u>Laboratory Equipment Maintenance</u> Repairs to machine (Mark III)	1,207.
Maintenance Contract (Mark III)	700.
Code 3116 - <u>Laboratory Equipment</u> Cryoscope	4,295.
TOTAL	<u>\$40,456.</u>

We request that the above amounts be included in the total program budget.

	<u>FY84</u>	<u>FY85</u>
DELETE (OPERATIONS)	\$ 86,163	
INSERT (OPERATIONS)	146,916	
DELETE (EQUIPMENT)	1,608	
INSERT (EQUIPMENT)	5,903	
DELETE (OPERATIONS)		\$ 91,011
INSERT (OPERATIONS)		153,239

AGREEMENT

MEMORANDUM OF AGREEMENT BETWEEN THE MILK AND EGG BUREAU OF THE DEPARTMENT OF LIVESTOCK AND THE MILK CONTROL BUREAU OF THE DEPARTMENT OF COMMERCE

This agreement is entered into by the Milk and Egg Bureau of the Department of Livestock and the Milk Control Bureau of the Department of Commerce. This agreement specifically relates to analytical services provided by the Milk Section, Diagnostic Laboratory, Milk and Egg Bureau, hereinafter referred to as "Diagnostic Laboratory" which are rendered for the Milk Control Bureau. This agreement is to effectuate the purposes of Section 81-23-105 MCA by providing for butterfat testing or other suitable procedures prescribed to determine the value of fluid milk, and at the same time avoid the establishment of a separate government laboratory.

I. GENERAL TERMS:

- A. This agreement becomes effective upon signing by authorized representatives of the parties.
- B. This agreement may be terminated at any time by mutual consent. Unilateral termination may be made only after sufficient notice (at least six months) to the other party to enable it to secure adequate funding, personnel, equipment and supplies through proper legislative and/or executive channels, so that adequate services may be provided after termination.
- C. A review of the agreement shall be jointly made during May of each year beginning in May, 1983. At that time analyses to be performed, fee charges, other remunerations

and other terms may be adjusted by mutual agreement.

- D. During fiscal year 1983 fees shall be reviewed every 90 days and adjusted to reflect actual costs to the Milk and Egg Bureau.
- E. Judgment on analyses, including other than butterfat to be performed, and the pricing of any new analyses shall be subject to review and negotiation by the staffs of the respective parties at any time. Adjustments and additions may be made as deemed necessary when they are agreeable to the parties. Such adjustments and additions will remain in temporary status until the next scheduled joint annual review at which time they may be written into this agreement.
- F. Everyday operational problems such as sample handling and analytical techniques shall be worked out between the parties.
- G. Should this agreement be terminated the Milk and Egg Bureau shall return any equipment purchased by the Milk Control Bureau.
- H. All financial arrangements are subject to availability of funds; however, the Milk Control Bureau agrees to consider all analytical services provided for it at its direction to be obligations against the Milk Control Bureau and payable to the Milk and Egg Bureau.

II. DUTIES AND RESPONSIBILITIES OF THE MILK AND EGG BUREAU:

Department of Livestock, Milk and Egg Bureau, is responsible for performing the following duties and satisfying the following obligations:

- A. Will ensure all sampling will be performed by licensed weighers, graders and samplers in accordance with generally accepted methods and procedures.
- B. Will obtain approximately fifty (50) fresh milk samples each year from each producer. Samples will be picked up by tank truck drivers and each sample will represent a two (2) day delivery at the frequency of not greater than one (1) sample per week.
- C. Will also obtain any direct pickup approximately two (2) fresh milk samples from each producer approximately twenty-six (26) weeks apart.
- D. Assumes responsibility for shipping, receiving and maintaining all fresh milk samples.
- E. The Department of Livestock, Diagnostic Laboratory will test all samples in accordance with industry accepted laboratory procedures and will attest to the accuracy of all results.
- F. Will submit producer butterfat test results weekly to the Milk Control Bureau for posting and comparison.
- G. Assumes responsibility for all costs associated with shipping and receiving samples and submitting those results to the Milk Control Bureau in Helena.

III. DUTIES AND RESPONSIBILITIES OF THE MILK CONTROL BUREAU:

- A. Will reimburse the Department of Livestock for its costs in shipping and receiving samples.
- B. Will reimburse the Department of Livestock for all necessary supplies and equipment to ship fresh milk samples to the Diagnostic Laboratory.
- C. Will pay for all repairs to the Milk Control Bureau's electronic butterfat analyzer located in the Diagnostic Laboratory.
- D. Will recap butterfat test results and comparing those results to processing plants' reported tests.
- E. Will report any discrepancies between plants' reported butterfat tests and laboratory tests in excess of .10% to the Department of Livestock, which will thereupon immediately obtain the necessary number of required tests to insure compliance with correct butterfat testing procedures and results.
- F. Will institute necessary enforcement action to ensure plants comply with minimum pricing provisions as they pertain to butterfat testing.

IV. CHARGE FOR SAMPLING SERVICES:

Butterfat tests will be performed by the Milk and Egg Bureau, Diagnostic Laboratory in Bozeman at a price of \$0.25 per sample. The sampling will be performed at a rate of 15,600 samples

per year at a total cost of \$3,900.00 per year.

JAMES W. GLOSSER, Administrator
Animal Health Division
MONTANA DEPARTMENT OF LIVESTOCK

Date: _____

WILLIAM E. ROSS, Bureau Chief
Milk Control Bureau
MONTANA DEPARTMENT OF COMMERCE

Date: _____

GARY BUCHANAN, Director
DEPARTMENT OF COMMERCE

DATE: _____

GEOFFREY L. BRAZIER, Staff Attorney
DEPARTMENT OF COMMERCE

Date: _____

BRIAN McCULLOUGH, Administrator
Centralized Services Division
DEPARTMENT OF COMMERCE

Date: _____

DEPARTMENT OF COMMERCE



TED SCHWINDEN, GOVERNOR

CAPITOL STATION
1424 9TH AVENUE

STATE OF MONTANA

(406) 449-3494

HELENA, MONTANA 59620-0401

TO: APPROPRIATION SUB-COMMITTEE

FROM: DEPARTMENT OF COMMERCE
ISABELLE PISTELAK, ADMINISTRATOR
DIVISION OF BUSINESS AND PROFESSIONAL LICENSING

RE: APPROPRIATION REQUEST FOR FY84 & 85 FOR THE PRO-
FESSIONAL AND OCCUPATIONAL LICENSING BUREAU -
PROGRAM 39 (EARMARKED REVENUE ACCOUNT)

DATE: JANUARY 14, 1983

During the budget preparation some amounts were inadvertently left out of original POL Budget requests for Boards, therefore we are asking the committee to adjust the budgets accordingly, to-wit:

(EXECUTIVE BUDGET)

	FY84	FY85
Personal Services (Delete)	\$769,961	\$768,359
Personal Services (Insert)	778,206	776,634
Operating Expenses (Delete)	774,518	820,134
Operating Expenses (Insert)	862,589	915,799
Transfers (Delete)	224,703	241,961
Transfers (Insert)	231,159	242,716

IP/em

DEPARTMENT OF
COMMERCE

POL ADDITIONAL BUDGET REQUESTS

	1984 BUDGET BOOK	1984 SUB- COMMITTEE REQUEST		1985 BUDGET BOOK	1985 SUB- COMMITTEE REQUEST
CENTRAL SERVICES					
ARCHITECTS	30,383	10,064		31,547	10,436
XXXXXXXXXX					
BARBERS	18,723	1,494		19,320	1,500
CHIROPRACTORS ✓	11,766	3,038		✓ 12,194	3,224
COSMETOLOGY	108,411	11,710		111,546	12,308
DENTISTS	40,142	8,032		41,790	8,466
ELECTRICAL	65,579	2,025		67,412	1,828
HEARING AID DISP.	4,918	(111)		5,086	(130)
HORSE RACING	269,837	8,820		✓ 279,391	9,891
LANDSCAPE ARCHITECTS	6,445	(33)		6,747	(47)
MASSAGE THERAPISTS					
MEDICAL EXAMINERS	110,561	5,442		115,113	5,518
MORTICIANS	13,520	228		13,956	198
NURSING	155,715	27,672		161,572	28,217
NURSING HOME ADMIN.	16,254	(610)		16,629	(698)
OPTOMETRISTS	14,858	2,791		15,420	2,642
XXXXXXXXXX					
PHARMACISTS	98,562	3,858		101,283	3,150
PHYSICAL THERAPISTS	10,144	2,623		10,604	2,709
PLUMBERS	70,538	(3,494)		70,289	(3,983)
XXXXXXXXXX					
PRIVATE INVESTIG.	4,898	100		5,039	8
PROF. ENGINEERS	90,767	(1,565)		94,328	(2,06)
PSYCHOLOGISTS	12,907	228		13,493	20
PUBLIC ACCOUNTANTS	125,558	345		130,581	7
RADIOLOGIC TECHS.	10,509	7,150		✓ 10,969	7,45
REAL ESATE	255,272	2,753		✓ 261,299	3,24
SANITARIANS	3,350	(59)		3,510	(8
SPEECH PATHOLOGISTS	8,413	3,816		8,786	3,98
VETERINARIANS	21,472	3,710		22,329	3,59
WATER WELL	23,869	2,775		24,260	2,96
SUB-TOTAL	1,603,371	102,802		1,654,493	104,69
BUREAU ADM.	173,971			182,121	
TOTAL	1,777,342	102,802		1,836,614	104,69
GRAND TOTAL		\$1,880,114			\$1,941,309

BUDGET COMPARISON REPORT
BOARD OF ARCHITECT 39003

EXPENSE CATEGORY	ACTUAL EXPENDED FY 82	BUDGET BOOK FY 84	SUBCOMMITTEE REQUEST FY 84	BUDGET BOOK FY 85	SUBCOMMITTEE REQUEST FY 85
1100 Salaries	<u>6,858</u>	<u>9,607</u>	<u>4,664</u>	<u>9,572</u>	<u>450</u> <u>1,280</u>
1300 Other Compensation	<u>1,425</u>	<u>775</u>		<u>775</u>	
1400 Benefits	<u>1,391</u>	<u>1,919</u>		<u>1,930</u>	
Total Personal Services	<u>9,674</u>	<u>12,301</u>	<u>4,664</u>	<u>12,277</u>	<u>450</u> <u>1,280</u>
2100 Contracted Services	<u>8,680</u>	<u>7,700</u>		<u>8,162</u>	
2200 Supplies & Materials	<u>541</u>	<u>599</u>		<u>634</u>	
2300 Communications	<u>1,313</u>	<u>995</u>	<u>574</u>	<u>1,128</u>	<u>565</u>
2400 Travel	<u>4,634</u>	<u>2,925</u>	<u>718</u>	<u>3,053</u>	<u>7,460</u>
2500 Rent	<u>250</u>	<u>579</u>	<u>449</u>	<u>640</u>	<u>400</u>
2600 Utilities					
2700 Repair & Maintenance	<u>60</u>	<u>68</u>		<u>72</u>	
2800 Other Expenses	<u>970</u>	<u>1,012</u>	<u>984</u>	<u>1,073</u>	<u>1,043</u>
Total Operating Expenses	<u>16,448</u>	<u>13,878</u>	<u>9,188</u>	<u>14,762</u>	<u>9,668</u>
3100 Equipment	<u>157</u>	<u>200</u>		<u>200</u>	
3200 Grants					
3300 Transfers	<u>3,576</u>	<u>4,004</u>	<u><74></u>	<u>4,308</u>	<u><182></u>
Total Expenses	<u>29,855</u>	<u>30,383</u>	<u>16,064</u> <u>10,278</u>	<u>31,547</u>	<u>10,436</u> <u>10,168</u>
		Total FY 84 <u>40,447</u>		Total FY 85 <u>42,313</u>	<u>41,98</u>

BOARD OF ARCHITECTS:

8-23-82

JUSTIFICATION: Total Requested: \$16850.

Additional appropriation in the amount of \$8700. is required to allow the board to carry out its duties and responsibilities. Funds are distributed to virtually all expenditure areas, the largest items are increased transfer costs of \$2400., legal costs of \$2000. and printing and examination costs of \$1000. each. Inadequate appropriation in the past is the reason for this request.

Request for \$6150. to allow board member travel to an annual meeting of the National Council of Architectural Registration Boards and regional meetings of this organization. Montana does not now have a representative serving on this board and it will be the responsibility of the Montana board to pay travel expenses associated with this organization. The public member has only attended one out of state meeting because of lack of funding. If public members are to learn the operations and role of the national and regional groups they must attend these meetings. The development of the technical national examination is a function of the national and regional groups. Board member compensation, commercial air travel, food, lodging and registration fees are costs involved. It is anticipated that at least two members will be attending the various national and regional meetings.

Request for \$2000. for investigation of increased complaints concerning licensees. Costs involved are in state travel costs for contracted investigator of \$305. for mileage, \$200. for food and \$275. for lodging. Investigator would be paid \$30. per hour for an estimated 27 hours. Legal costs will increase \$420. or 11 hours at \$37. per hour. It is anticipated that these costs will be over and above amounts expended in the past.

12/10/02

BUDGET COMPARISON REPORT
BOARD OF BARRERS 39005

PENSE CATEGORY	ACTUAL EXPENDED FY 82	BUDGET BOOK FY 84	SUBCOMMITTEE REQUEST FY 84	BUDGET BOOK FY 85	SUBCOMMITTEE REQUEST FY
00 Salaries	<u>3,611</u>	<u>5,853</u>		<u>5,830</u>	
00 Other Compensation	<u>2,038</u>	<u>2,038</u>		<u>2,038</u>	
00 Benefits	<u>742</u>	<u>1,225</u>		<u>1,232</u>	
Total Personal Services	<u>6,391</u>	<u>9,116</u>		<u>9,100</u>	
00 Contracted Services	<u>523</u>	<u>587</u>		<u>622</u>	
00 Supplies & Materials	<u>322</u>	<u>405</u>		<u>429</u>	
00 Communications	<u>614</u>	<u>687</u>		<u>772</u>	
00 Travel	<u>4,086</u>	<u>4,430</u>		<u>4,618</u>	
00 Rent	<u>354</u>	<u>774</u>		<u>849</u>	
00 Utilities					
00 Repair & Maintenance	<u>58</u>	<u>65</u>		<u>69</u>	
00 Other Expenses	<u>13</u>	<u>15</u>		<u>16</u>	
Total Operating Expenses	<u>5,970</u>	<u>6,963</u>		<u>7,375</u>	
00 Equipment					
00 Grants					
00 Transfers	<u>2,858</u>	<u>2,644</u>	<u>1,494</u>	<u>2,845</u>	<u>1,500</u>
Total Expenses	<u>15,219</u>	<u>18,723</u>	<u>1,494</u>	<u>19,320</u>	<u>1,500</u>
		Total FY 84 <u>20,217</u>		Total FY 85 <u>20,820</u>	

BUDGET COMPARISON REPORT
BOARD OF CHIROPRACTORS 39006

EXPENSE CATEGORY	ACTUAL EXPENDED FY 82	BUDGET BOOK FY 84	SUBCOMMITTEE REQUEST FY 84	BUDGET BOOK FY 85	SUBCOMMITTEE REQUEST FY
1100 Salaries	<u>3,172</u>	<u>2,768</u>		<u>2,758</u>	<u>6423</u>
1300 Other Compensation	<u>1,175</u>	<u>1,175</u>	<u>539 350</u>	<u>1,175</u>	
1400 Benefits	<u>587</u>	<u>509</u>		<u>513</u>	
Total Personal Services	<u>4,934</u>	<u>4,452</u>	<u>539 350</u>	<u>4,446</u>	<u>6423</u>
1100 Contracted Services	<u>582</u>	<u>654</u>		<u>693</u>	
200 Supplies & Materials	<u>180</u>	<u>234</u>		<u>248</u>	
300 Communications	<u>491</u>	<u>530</u>		<u>591</u>	
400 Travel	<u>3,019</u>	<u>3,239</u>	<u>3,018</u>	<u>3,358</u>	<u>3,274</u>
500 Rent	<u>91</u>	<u>295</u>		<u>321</u>	
600 Utilities					
700 Repair & Maintenance	<u>57</u>	<u>64</u>		<u>68</u>	
800 Other Expenses	<u>229</u>	<u>257</u>		<u>273</u>	
Total Operating Expenses	<u>4,649</u>	<u>5,273</u>	<u>3,018</u>	<u>5,552</u>	<u>3,274</u>
900 Equipment	<u>263</u>				
900 Grants					
900 Transfers	<u>1,669</u>	<u>2,041</u>	<u><330></u>	<u>2,196</u>	<u><400></u>
Total Expenses	<u>11,515</u>	<u>11,766</u>	<u>3,038</u> <u>3,227</u>	<u>12,194</u>	<u>3,234</u> <u>3,516</u>
	Total FY 84	<u>14,993</u>	<u>14,804</u>	Total FY 85	<u>15,710</u>

12/14/82

BOARD OF CHIROPRACTORS

8-23-82

JUSTIFICATION

TOTAL REQUESTED: \$2900.

Due to the fact that board membership has now changed and they live greater distances from Helena, it is estimated that an additional \$600. will be required to pay commercial air costs.

The 1981 Legislature increased board membership from 3 to 4 and this causes an increase in other compensation (board members), mileage, food and lodging. This cost is estimated \$500. for each year of the biennium.

A need exists to have at least one board member attend the annual meeting of the Federation of Chiropractic Examiners (composed of board members from all of the states) so the board may stay current with new education, reciprocity provisions, examination procedures and general status of the profession. Estimated cost will be \$900. for each year of the biennium. Expenditures will be for compensation and travel expenses.

Providing that an adequate appropriation is made available, it is planned that the Board will hold three examinations instead of two examination per year. Present exams are in June and February, a November exam is contemplated. The cost of the extra examination is estimated to be \$900. for other compensation, mileage, food and lodging.

BOARD OF COSMETOLOGISTS 34007

[illegible]

BOARD OF COSMETOLOGISTS

8-24-82

JUSTIFICATION: TOTAL REQUESTED: \$8500.

The sum of \$6000. is requested for the sponsoring of continuing education for all instructors in cosmetology colleges. This effort will assist in giving Montana instructors the latest information in the training of students. Expenditures will be for consultants to conduct the programs at various locations for an estimated cost of \$4500. and travel expenses for the consultants in the amount of \$1300. Eight days of board member attendance is also planned for cost of \$200.

The Board finds a need to visit other states examination sites to see the procedure used by them in conducting examinations and the content of the written and practical portion of the examination for cosmetologists. This will be an effort to update the examination procedures and content of the exams. With the mobility of people and the intent to conduct an examination in the fairest method possible, this seems to be an economical method to assuring Montana applicants that the examination is on a par if not better than other states. The estimated cost is \$2200. for out of state transportation, food and lodging. Twelve days of Board member compensation is anticipated for a cost of \$300.

28/5/21

6

BOARD OF DENTISTRY

8-24-82

JUSTIFICATION

TOTAL REQUESTED: \$10000.

It is anticipated that the number of complaints, investigations and inspections will be required during the next biennium. Costs in this area are for contracted investigator at \$150. per day for 11 days and travel costs in the amount of \$1350. for each year of the biennium. The Board vigilance in pursuit of the facts in each complaint will require additional funding for a skilled investigator in at least half of the complaints received.

In order to handle the business of the Board, it has become apparent that additional board meetings will be required. This will assist in handling in a more prompt manner citizen complaints and actions in disciplinary cases. Additional meetings will require travel expenses in the amount of \$2067. for mileage, food and lodging.

The need to attend two out of state meetings per year by two board members will cost an estimated \$2633. for commercial airfare, food, lodging and registration fees for each year of the biennium. Board member compensation is estimated at \$300. The out of state travel will assist in allowing the public member to become acquainted with the functions of the national association of state dentistry boards and keep dentist or dental hygiene members abreast of the new changes involved with licensing and regulating their profession.

An additional \$2000. is requested for transfer costs to the department in each year of the biennium. Transfer costs are the amount the department assesses on each board within the department to pay for the costs of the department. They are assessed on an equitable basis as determined by the department.

12/10/82

BUDGET COMPARISON REPORT
BOARD OF ELECTRICAL BOARD 39009

EXPENSE CATEGORY	ACTUAL EXPENDED FY 82	BUDGET BOOK FY 84	SUBCOMMITTEE REQUEST FY 84	BUDGET BOOK FY 85	SUBCOMMITTEE REQUEST FY
00 Salaries	<u>21,807</u>	<u>29,463</u>		<u>29,352</u>	
00 Other Compensation	<u>1,575</u>	<u>1,575</u>		<u>1,575</u>	
00 Benefits	<u>4,401</u>	<u>6,090</u>		<u>6,126</u>	
Total Personal Services	<u>27,783</u>	<u>37,128</u>		<u>37,053</u>	
00 Contracted Services	<u>3,369</u>	<u>3,785</u>		<u>4,012</u>	
00 Supplies & Materials	<u>498</u>	<u>608</u>		<u>644</u>	
00 Communications	<u>1,719</u>	<u>1,854</u>		<u>2,090</u>	
00 Travel	<u>8,351</u>	<u>9,050</u>		<u>9,432</u>	
00 Rent	<u>277</u>	<u>1,469</u>		<u>1,612</u>	
00 Utilities					
00 Repair & Maintenance	<u>60</u>	<u>68</u>		<u>72</u>	
00 Other Expenses	<u>105</u>	<u>119</u>		<u>126</u>	
Total Operating Expenses	<u>14,379</u>	<u>16,953</u>		<u>17,988</u>	
0 Equipment	<u>1,110</u>				
0 Grants					
0 Transfers	<u>13,025</u>	<u>11,498</u>	<u>2,025</u>	<u>12,371</u>	<u>1,828</u>
Total Expenses	<u>56,297</u>	<u>65,579</u>	<u>2,025</u>	<u>67,412</u>	<u>1,828</u>
		Total FY 84 <u>67,604</u>		Total FY 85 <u>69,240</u>	

BUDGET COMPARISON REPORT
BOARD OF HEARING AID DISPENSERS 39010

12/10/82

PENSE CATEGORY	ACTUAL EXPENDED FY 82	BUDGET BOOK FY 84	SUBCOMMITTEE REQUEST FY 84	BUDGET BOOK FY 85	SUBCOMMITTEE REQUEST FY
00 Salaries	<u>782</u>	<u>1,891</u>		<u>1,885</u>	
00 Other Compensation	<u>230</u>	<u>230</u>		<u>230</u>	
00 Benefits	<u>150</u>	<u>385</u>		<u>385</u>	
Total Personal Services	<u>1,162</u>	<u>2,506</u>		<u>2,500</u>	
00 Contracted Services	<u>305</u>	<u>342</u>		<u>363</u>	
00 Supplies & Materials	<u>110</u>	<u>126</u>		<u>133</u>	
00 Communications	<u>309</u>	<u>365</u>		<u>413</u>	
00 Travel	<u>665</u>	<u>719</u>		<u>749</u>	
00 Rent		<u>193</u>		<u>213</u>	
00 Utilities					
00 Repair & Maintenance					
00 Other Expenses		<u>186</u>		<u>197</u>	
Total Operating Expenses	<u>1,389</u>	<u>1,931</u>		<u>2,068</u>	
00 Equipment					
00 Grants					
00 Transfers	<u>859</u>	<u>481</u>	<u><111></u>	<u>518</u>	<u><130></u>
Total Expenses	<u>3,410</u>	<u>4,918</u>	<u><111></u>	<u>5,086</u>	<u><130></u>
		Total FY 84 <u>4,807</u>		Total FY 85 <u>4,956</u>	

BUDGET COMPARISON REPORT
BOARD OF HORSE RACING 39011

12/15/82

EXPENSE CATEGORY	ACTUAL EXPENDED FY 82	BUDGET BOOK FY 84	SUBCOMMITTEE REQUEST FY 84	BUDGET BOOK FY 85	SUBCOMMITTEE REQUEST FY
100 Salaries	<u>51,806</u>	<u>76,389</u>		<u>76,098</u>	
300 Other Compensation	<u>4,763</u>	<u>4,763</u>		<u>4,763</u>	
400 Benefits	<u>7,951</u>	<u>12,164</u>		<u>12,271</u>	
Total Personal Services	<u>64,520</u>	<u>93,316</u>		<u>93,132</u>	
100 Contracted Services	<u>48,293</u>	<u>89,815</u>		<u>95,205</u>	
100 Supplies & Materials	<u>3,621</u>	<u>4,196</u>		<u>4,447</u>	
100 Communications	<u>4,716</u>	<u>5,238</u>		<u>5,689</u>	
200 Travel	<u>39,770</u>	<u>41,990</u>	<u>12,799</u>	<u>43,201</u>	<u>14,762</u>
300 Rent	<u>373</u>	<u>1,190</u>		<u>1,298</u>	
100 Utilities					
100 Repair & Maintenance	<u>302</u>	<u>228</u>		<u>242</u>	
100 Other Expenses	<u>4,238</u>	<u>4,762</u>		<u>5,047</u>	
Total Operating Expenses	<u>101,213</u>	<u>147,419</u>	<u>12,799</u>	<u>155,129</u>	<u>14,762</u>
100 Equipment	<u>969</u>	<u>2,400</u>		<u>2,400</u>	
100 Grants					
100 Transfers	<u>17,348</u>	<u>26,702</u>	<u><39,799></u>	<u>28,730</u>	<u><4,871></u>
Total Expenses	<u>184,050</u>	<u>269,837</u>	<u>8,820</u>	<u>279,391</u>	<u>9,891</u>
		Total FY 84 <u>278,657</u>		Total FY 85 <u>289,282</u>	

BOARD OF HORSE RACING

8-25-82

JUSTIFICATION: TOTAL REQUESTED: \$43242.

All of the requested increase in funding for the biennium will fall under contracted services and travel costs for department personnel and will represent an effort to meet the ever changing problems in the horse racing industry.

The legal needs of the board are a priority item and it is proposed that a quarter time attorney be hired or contracted for so that disciplinary actions may be rapidly handled when Steward decisions are contested. The limited racing season in Montana requires prompt action on contested cases if the Board is to maintain regulatory control in the horse racing business. Racing legal problems do not lend themselves to the concept of "waiting their turn" for legal action. Cost of the additional legal service is estimated at \$ 8472. for compensation and may include some travel.

With the increase in racing days projected at 158 days for FY 84 and 160 days for FY 85 compared to 112 in calendar year 1981 and 130 in calendar year 1982 costs will be rising in accordance with racing days. The salary paid to race track employees must be adequate to retain trained and experience stewards, security directors, pari-mutuel supervisors and veterinarians. The increase in racing days will approximate a 33% increase over the average of 1981 and 1982 racing days. Each race day requires one steward, one security director, one pari-mutuel supervisor and one veterinarian plus licensing personnel. It is estimated that travel costs for the extra 40 days will require \$2300. and this will allow \$7285. for payment to the stewards. The travel costs of the state security and pari-mutuel supervisor will require \$4600. and allow \$7900. for payment to the state security and pari-mutuel supervisors. The state veterinarian will need \$2300. travel costs and allow \$7985. for compensation or contracted service payment for the extra 40 days of racing. The total travel and contracted services for steward, security director, pari-mutuel supervisor and veterinarian will be \$32370. for each year of the biennium.

Equipment needs for drug testing (national program) and photo-finish equipment is estimated at \$2400. per year. It is anticipated that this program will assist in resolving past complaint areas.

BOARD OF HORSE RACING

DEPARTMENT OF COMMERCE



TED SCHWINDEN, GOVERNOR

1424 NINTH AVENUE

STATE OF MONTANA

(406) 449-3737

HELENA, MONTANA 59620-0407

PROJECTED RACE DATES In 1984 and 1985 AND NEEDED PERSONNEL

1984 Days

1985 Days

Cow Capital Turf Club Miles City	15	15
Last Chance Racing Helena	19	19
Big Sky Race Meet Great Falls	19	17
Flatlanders Turf Club Baker	8	10
Marias Fair Shelby	4	4
State Fair Great Falls	11	11
Northeast Montana Fair Glasgow	7	7
Yellowstone Exhibition Billings (Harness Included?)	45	47
Northwest Montana Fair Kalispell	6	6
Rosebud County Fair Forsyth	4	4
Fallon County Fair Baker	4	4
Western Montana Fair Missoula	8	8
Ravalli County Fair Hamilton	4	4
Crow Agency	4	4
TOTAL	158	160

1984

1985

Entry days in addition 76

77

Steward	158 Days - \$200/day	160 at \$200/day
	76 Days - Entry?	77 at \$???
Vet	158 Days - \$200/day	160 at \$200/day
Security	158 Days - \$120/day	160 at \$120/day
Parimutuel	158 Days - \$150/day	160 at \$150/day
License Clerks	220 Days - \$4.588/hr	225 at \$5.00/hr

BUDGET COMPARISON REPORT
BOARD OF MEDICAL EXAMINERS 39013

12/15/82

EXPENSE CATEGORY	ACTUAL EXPENDED FY 82	BUDGET BOOK FY 84	SUBCOMMITTEE REQUEST FY 84	BUDGET BOOK FY 85	SUBCOMMITTEE REQUEST FY 85
1100 Salaries	26,221	31,385		31,267	60 7,702
1300 Other Compensation	2,025	2,025	925,600	2,025	7,702
1400 Benefits	4,785	5,338		5,376	600 1,786
Total Personal Services	33,031	38,748	925,600	38,668	
2100 Contracted Services	18,292	42,745 ✓	1,685 (relative personnel)	45,311	
2200 Supplies & Materials	736	827		876	
2300 Communications	4,265	4,552		5,047	
2400 Travel	6,758	7,238	2,163 ✓	7,499	2,433
2500 Rent	753	2,008		2,183	
2600 Utilities					
2700 Repair & Maintenance	128	144	562 ✓	153	596
300 Other Expenses	560	630		668	
Total Operating Expenses	31,497	53,144	4,410	61,737	4,820
100 Equipment	90				
000 Grants					
000 Transfers	10,525	13,669	432	14,708	98
Total Expenses	75,143	110,561	5,767,542	115,113	5,516 6,020
		Total FY 84 146,328	116,003,	Total FY 85 121,133	129,62

BOARD OF MEDICAL EXAMINERS

8/25/82

JUSTIFICATION:

TOTAL REQUESTED: \$22214.

The legal demand of this Board is constant and seems to be on the increase. This request is for \$17454. for department legal at \$37. per hour or contracted attorney at \$60. per hour. Department legal would deliver 472 hours of work and contracted attorney would deliver 291 hours of work. In either case the Board would pay on the basis of use and not be a retained attorney. This is the amount needed over and above the figure expended in FY 82 and will be required in FY 84 and FY 85.

The 1981 Legislature increased the size of the board from seven members to nine by adding two public members. This will increase the cost of per diem or other compensation for board members in the amount of \$450. per year and \$1110. for mileage, food and lodging. This would cost \$1560. for the four meetings per year and an average of two days for each meeting.

The duties under the Emergency Medical Technician law will require extra work and travel of some of the board members. It is estimated that duties under this area will take six board member days at \$25. each of \$150. and travel expense of \$550. per year. Total cost will be \$700. This will be over and above board meeting costs.

The fact of life of "consumerism" is here and additional expense will be incurred in investigation and handling of complaints in this area. Cost of consultants or investigation is estimated at \$500. per year for compensation.

The department is moving forward on use of computers for renewal of licenses. The use of computer time is projected at \$1500. if it can be incorporated into a department wide system. It is anticipated that this effort will be in place by FY 84.

Restructuring of office space so that rooms for personnel may be larger and better fitted for type of work we do. $150 \text{ sq. ft} \times 3.266 = \$500.$

BUDGET COMPARISON REPORT
BOARD OF MORTGAGEES 39014

12/10/12

EXPENSE CATEGORY	ACTUAL EXPENDED FY 82	BUDGET BOOK FY 84	SUBCOMMITTEE REQUEST FY 84	BUDGET BOOK FY 85	SUBCOMMITTEE REQUEST FY
100 Salaries	<u>2,663</u>	<u>4,264</u>		<u>4,248</u>	
300 Other Compensation	<u>625</u>	<u>625</u>		<u>625</u>	
400 Benefits	<u>518</u>	<u>855</u>		<u>861</u>	
Total Personal Services	<u>3,806</u>	<u>5,744</u>		<u>5,734</u>	
100 Contracted Services	<u>653</u>	<u>1,297</u>		<u>1,375</u>	
200 Supplies & Materials	<u>58</u>	<u>65</u>		<u>69</u>	
300 Communications	<u>398</u>	<u>452</u>		<u>511</u>	
400 Travel	<u>3,263</u>	<u>3,491</u>		<u>3,615</u>	
500 Rent		<u>193</u>		<u>213</u>	
600 Utilities					
700 Repair & Maintenance	<u>22</u>	<u>24</u>		<u>25</u>	
800 Other Expenses	<u>355</u>	<u>679</u>		<u>719</u>	
Total Operating Expenses	<u>4,749</u>	<u>6,201</u>		<u>6,527</u>	
900 Equipment					
00 Grants					
00 Transfers	<u>1,681</u>	<u>1,575</u>	<u>228</u>	<u>1,695</u>	<u>198</u>
Total Expenses	<u>10,236</u>	<u>13,520</u>	<u>228</u>	<u>13,956</u>	<u>198</u>
		Total FY 84 <u>13,748</u>		Total FY 85 <u>14,154</u>	

BOARD OF MORTICIANS

8-25-82

JUSTIFICATION: TOTAL REQUESTED: \$500.

Board was granted authority by the 1981 Legislature to set up continuing education requirements for renewal of licenses. Process is now underway with the proposal of rules and it is anticipated that additional costs will arise as a result of the continuing education rules. Primary costs will be in the printing of rules, forms and notification of licensees. The costs for printing is estimated to be \$500. per year.

12/10/82

5675

BOARD OF NURSING

8-25-82

JUSTIFICATION

TOTAL REQUESTED: \$12800.

General workload increase in all areas of expenditures due to constantly growing number of licensees. Total licensees at the end of FY 81 was 11340. Largest increase requests are \$2200. for exam costs; mileage increase of \$2160.; legal costs \$1500.; printing of laws and rules \$1500.; and increase in dues of \$1000. Other cost increases are in board member compensation, food and lodging and communications. The 1981 Legislature increased the size of the board by one member making a total of nine members. It is anticipated that 2 additional board meetings will be required to give more timely decision making on board problems. Total of \$11000. is involved for each year of the biennium.

Request is for an additional \$800. for board member compensation due to increase in days of board work required. This amount will cover 32 days of board work at \$25. per day.

Board is planning to add a new program involved with an annual educational conference for nursing schools and licensees. This program will be of primary benefit to the schools presently training nurses and licensees that may want to attend. It is proposed that a consultant be hired on a contract to present the program. Estimated cost will be \$1000. for each year of the biennium.

\$ 82 \$9310

207,000

191,000

177,000

157,000

BUDGET COMPARISON REPORT
BOARD OF Nursing Home Admin 39016

12/10/82

PENSE CATEGORY	ACTUAL EXPENDED FY 82	BUDGET BOOK FY 84	SUBCOMMITTEE REQUEST FY 84	BUDGET BOOK FY 85	SUBCOMMITTEE REQUEST FY
00 Salaries	<u>4,523</u>	<u>9,090</u>		<u>9,056</u>	
00 Other Compensation	<u>100</u>	<u>100</u>		<u>100</u>	
00 Benefits	<u>871</u>	<u>1,784</u>		<u>1,796</u>	
Total Personal Services	<u>5,494</u>	<u>10,974</u>		<u>10,952</u>	
00 Contracted Services	<u>1,048</u>	<u>1,178</u>		<u>1,249</u>	
00 Supplies & Materials	<u>163</u>	<u>183</u>		<u>194</u>	
00 Communications	<u>565</u>	<u>614</u>		<u>692</u>	
00 Travel	<u>446</u>	<u>489</u>		<u>513</u>	
00 Rent		<u>193</u>		<u>213</u>	
00 Utilities					
00 Repair & Maintenance	<u>60</u>	<u>68</u>		<u>72</u>	
00 Other Expenses	<u>250</u>	<u>281</u>		<u>298</u>	
Total Operating Expenses	<u>2,532</u>	<u>3,006</u>		<u>3,231</u>	
00 Equipment					
00 Grants					
00 Transfers	<u>2,932</u>	<u>2,274</u>	<u><610></u>	<u>2,446</u>	<u><698></u>
Total Expenses	<u>10,958</u>	<u>16,254</u>	<u><610></u>	<u>16,629</u>	<u><698></u>
		Total FY 84 <u>15,644</u>		Total FY 85 <u>15,931</u>	

BUDGET COMPARISON REPORT
BOARD OF OPTOMETRISTS 39017

12/15/82

EXPENSE CATEGORY	ACTUAL EXPENDED FY 82	BUDGET BOOK FY 84	SUBCOMMITTEE REQUEST FY 84	BUDGET BOOK FY 85	SUBCOMMITTEE REQUEST FY
100 Salaries	<u>3043</u>	<u>2483</u>		<u>2474</u>	<u>472</u> ³⁰⁰
300 Other Compensation	<u>600</u>	<u>600</u>	<u>44300</u>	<u>600</u>	
400 Benefits	<u>605</u>	<u>488</u>		<u>491</u>	
Total Personal Services	<u>4248</u>	<u>3571</u>	<u>44300</u>	<u>3565</u>	<u>472</u> ³⁰⁰
100 Contracted Services	<u>903</u>	<u>3262</u> ✓		<u>3458</u>	
100 Supplies & Materials	<u>253</u>	<u>283</u>		<u>300</u>	
100 Communications	<u>688</u>	<u>758</u>		<u>848</u>	
100 Travel	<u>1986</u>	<u>2145</u>	<u>2558</u> ✓	<u>2232</u>	<u>2753</u>
100 Rent	<u>115</u>	<u>322</u>		<u>350</u>	
100 Utilities					
00 Repair & Maintenance	<u>30</u>	<u>34</u>	<u>281</u> ✓	<u>36</u>	
00 Other Expenses	<u>200</u>	<u>225</u>		<u>239</u>	
Total Operating Expenses	<u>4175</u>	<u>7029</u>	<u>2839</u>	<u>7463</u>	<u>2753</u>
00 Equipment					
00 Grants	<u>500</u>	<u>2500</u>		<u>2500</u>	
00 Transfers	<u>1628</u>	<u>1758</u>	<u><348></u>	<u>1892</u>	<u><411></u> ³⁰⁰
Total Expenses	<u>10551</u>	<u>14858</u>	<u>29023791</u>	<u>15420</u>	<u>2814</u> ³⁰⁰
		Total FY 84 <u>17760</u> <u>17649</u>			
		Total FY 85 <u>18234</u> <u>18062</u>			

BOARD OF OPTOMETRISTS

8-25-82

JUSTIFICATION

TOTAL REQUESTED: \$7250.

Request is to increase number of board meetings from two per year to 4 per year and to allow two board members to attend national meetings to keep informed on changes in the profession and to keep current with better methods to examine, license and to regulate in the public interest. Additional meetings will cost \$640. for mileage, \$300. for other compensation (board members), food \$162. and lodging expense of \$192. Out of state travel will cost \$916. for commercial air fare, food cost of \$90., lodging cost of \$200. and board member compensation of \$100. Total cost of in state and out of state travel will be \$2500. in each year of the biennium.

It is anticipated that a grant in the amount of \$2500. will be made to the Montana Optometric Association to assist in the sponsoring of continuing education programs. This is a requirement for renewal of an optometry license. It is anticipated that two separate programs will be offered each year.

Problems associated with complaints to the board and legal violations of the optometry law by opticians are of such impact that the board feels it wise to increase the funding for legal help and investigation costs. This cost is estimated to be \$2000. for each year of the biennium. Cost would be 30 hours of legal help at \$37. per hour for total of \$1100. and \$900. of investigative or professional services.

To improve working conditions in the office it is estimated that \$250. should be expended to make the work area more practical and productive.

BUDGET COMPARISON REPORT
BOARD OF PARAPROFESSORS 39019

12/15/82

EXPENSE CATEGORY	ACTUAL EXPENDED FY 82	BUDGET BOOK FY 84	SUBCOMMITTEE REQUEST FY 84	BUDGET BOOK FY 85	SUBCOMMITTEE REQUEST FY
100 Salaries	37,789	46,178	1400 1,728	46,002	1400 1,407
300 Other Compensation	1,250	1,250		1,250	
400 Benefits	6,985	8,679		8,731	
Total Personal Services	46,024	56,107	1400 1,728	55,983	1400 1,407
100 Contracted Services	3,207	6,300 ✓		6,677	
200 Supplies & Materials	2,418	2,717		2,879	
300 Communications	3,155	3,431	131 ^{CR} _{W/R}	3,890	115
400 Travel	8,262	8,746	5,143 ✓	9,012	5,712
500 Rent	1,349	1,639		1,737	
500 Utilities					
700 Repair & Maintenance	84	94	530 ✓	100	
800 Other Expenses	429	482	1368 ^{CR} _{W/R}	512	1368
Total Operating Expenses	18,904	23,409	5,804	24,807	5,827
100 Equipment					
200 Grants					
300 Transfers	9,973	19,046	54,714 >	20,493	5,445
Total Expenses	74,901	98,562	2858	101,253	2,150
		Total FY 84 = 102,420		Total FY 85	104,433

BOARD OF PHARMACISTS

8-26-82

JUSTIFICATION

TOTAL REQUESTED \$8400.

As time moves along, the board business does become more complex. The increasing complexity, larger board and disciplinary problems show a need to have extra meetings to dispose of pending business. Two additional board meetings per year with five members now on the board, will increase expenditures \$4000. for each year of the biennium. Compensation for board members will cost \$1250. , mileage of 6000 miles will cost \$1211., food cost for 50 days will be \$675. and lodging cost for 36 days will be \$864.

Board meetings with examinations usually require five days.

The serious nature of law violations will require increased board activity in the legal area of hearings and investigations when needed. Legal costs are estimated at \$1400. for 38 hours of legal work and \$1000. for investigators or consultants, making the total cost of this activity at \$2400. per year. The close association between the Board of Pharmacists and Drug Enforcement Administration people in Montana assists in keeping regulatory costs down.

The Board presently has three new members, including two new public members and a need exists for them to attend district and national meetings to participate in workshops and exchange of ideas with other board members on reciprocity, enforcement, proper conduct of hearings and examinations. This represents out of state travel in the amount of \$1500. per year over and above what is presently being expended. Breakdown of expenses is projected at \$150. for board member compensation, \$1000. for commercial air transportation, \$150. for food and \$200. for lodging. District and national meetings provide a basic understanding of board responsibilities and an awareness that Montana problems are not unique to this state only.

Office space is not adequate at this time and a new exists to remodel and expand present office area. Cost in this area is estimated at \$500. and will assist in making the work area more usable and increase productivity.

STATE BOARD NEWSLETTER EXPENSESQUANTITY: 1500

<u>Activity:</u>	<u>Per year</u>	<u>Quarterly/billing period</u>
Printing	\$500.00	\$125.00
Typesetting/Layout	\$280.00 / 780	\$70.00
=====		
Handling* (bulk mailing)	\$234.40	\$58.60
Postage* (5.9 cents/newsletter)	\$354.00 / 588	\$88.50
=====		
Total for Printing and Typesetting /Layout	\$780.00	\$195.00
Total plus mailing	\$1,368.40	\$342.10

*Postage is based on the number of newsletters/pieces your state mails; postage amounts may vary. Increases on bulk mail postage and handling charges will be passed on to your state.

NABP Foundation to furnish:

Guidelines for Newsletter publication,
Copy Paper,
Editorial Assistance,
Typesetting and Layout
Production Supervision
Postage and Handling arrangements

(If in charge of mailing):

Board of Pharmacy furnishes:

Typed copy for newsletter
Reproduction of state seal for masthead
Official title for newsletter masthead
List of pharmacists**

(If in charge of mailing):

Newsletter Schedule and
Copy Deadlines:

Newsletters are published quarterly. Copy is due from states one month prior to issue date (i.e., March 1st for an April Newsletter).

**List of pharmacists and
quarterly updates due:

Updates due 1½ months prior to issue date of Newsletter
(i.e., February 15th for April Newsletter).

=====

**Pharmacist Mailing List only necessary if NABP Foundation handles mailing.
(NABP maintains pharmacist lists from all states and requests that states continually send updates to the national headquarters for this purpose.)



foundation

National Association of Boards of Pharmacy Foundation/Bureau of Voluntary Compliance
"Established to Promote Voluntary Compliance of Pharmacy and Drug Law"

Warren R. Amole, Jr., Secretary
Montana Board of Pharmacy
510 1st Avenue, N., Suite 100
Great Falls, MT 59401

April 14, 1982

Dear Warren:

Since July 1979 pharmacists in your state have received important federal and state information regarding pharmacy practice through your state board newsletter. Funding for this program was initiated in 1979 through a five year grant from Smith, Kline and French and a major portion of production costs for Montana's State Board of Pharmacy Newsletter has come from this source.

In 1984, Smith, Kline and French's commitment for funding will end. It is the NABP Foundation's contention that the program is vital to practitioners throughout the nation and, as a means of continuing this service to your pharmacists, the Foundation has established a format for ensuring that the program can continue.

Each state now participating in the BVC Newsletter Program may opt to pay for the production costs involved as an alternative to discontinuing the newsletter. The cost figures represented on the attached sheet indicate total costs for fiscal year 1984, but rely on the program being continued by each state board already participating. A drop in the number of state boards publishing their newsletters through the Foundation would mandate higher production costs.

As it stands now, for less than seven cents (7¢) per newsletter published, your board of pharmacy is providing a unique vehicle of communication that promotes voluntary compliance with federal and state pharmacy and drug laws. The premise for continuing the newsletter project for your state is that an aware and informed pharmacist is one of the best protections the public can have.

We hope you will continue Montana's participation in this vital communications mechanism. Please feel free to contact the NABP Foundation's Administrator, Dan Lambert, if you need additional information in planning for your budgets. We are counting on your interest and commitment to this program in order that the profession and the public may benefit.

Sincerely,

Marilynn Mitchell, Secretary
Wyoming Board of Pharmacy and
BVC Advisory Committee Member

cc: file

BUDGET COMPARISON REPORT
BOARD OF PLUMBERS 39020

1/10/82

PENSE CATEGORY	ACTUAL EXPENDED FY 82	BUDGET BOOK FY 84	SUBCOMMITTEE REQUEST FY 84	BUDGET BOOK FY 85	SUBCOMMITTEE REQUEST FY 85
00 Salaries	<u>23,050</u>	<u>31,963</u>		<u>31,841</u>	
00 Other Compensation	<u>1,710</u>	<u>1,710</u>		<u>1,710</u>	
00 Benefits	<u>4,572</u>	<u>6,295</u>		<u>6,331</u>	
Total Personal Services	<u>29,332</u>	<u>39,968</u>		<u>39,882</u>	
00 Contracted Services	<u>2,954</u>	<u>3,320</u>		<u>3,519</u>	
00 Supplies & Materials	<u>1,596</u>	<u>1,794</u>		<u>1,901</u>	
00 Communications	<u>1,087</u>	<u>1,227</u>		<u>1,381</u>	
00 Travel	<u>8,266</u>	<u>8,925</u>		<u>9,284</u>	
00 Rent	<u>336</u>	<u>956</u>		<u>1,040</u>	
00 Utilities					
00 Repair & Maintenance	<u>82</u>	<u>92</u>		<u>97</u>	
00 Other Expenses	<u>105</u>	<u>117</u>		<u>124</u>	
Total Operating Expenses	<u>14,426</u>	<u>16,431</u>		<u>17,346</u>	
0 Equipment	<u>419</u>	<u>2,000</u>			
0 Grants					
0 Transfers	<u>6,119</u>	<u>12,139</u>	<u><3,494></u>	<u>13,061</u>	<u><3,493></u>
Total Expenses	<u>50,296</u>	<u>70,538</u>	<u><3,494></u>	<u>70,289</u>	<u><3,493></u>
		Total FY 84 <u>67,044</u>		Total FY 85 <u>66,306</u>	

BOARD OF PLUMBERS

8-26-82

JUSTIFICATION

TOTAL REQUESTED: \$2000.

The 1981 Legislature appropriated \$1500. for the purchase of a trailer to move examination supplies from the storage site to the examination site (Vo-Tech Building here in Helena) for FY 82. This purchase did not take place because the earmarked revenue account (fees were raised) did not have available funding for the purchase. Therefore, the exam supplies are loaded and unloaded six times each year. The purchase of a trailer will expedite the process of examination materials because it will not require the unloading at storage site, because the trailer will be parked in a suitable storage area to accomodate a trailer.

The request of \$2000. for purchase of a trailer is only for FY 84. This is the estimated price of building a trailer or actual purchase of a trailer of a suitable size.

BUDGET COMPARISON REPORT
BOARD OF PROF. & BUS. - SUBV. 39021

12/1/82

EXPENSE CATEGORY	ACTUAL EXPENDED FY 82	BUDGET BOOK FY 84	SUBCOMMITTEE REQUEST FY 84	BUDGET BOOK FY 85	SUBCOMMITTEE REQUEST FY 85
100 Salaries	<u>30,616</u>	<u>28,792</u>		<u>28,682</u>	
300 Other Compensation	<u>2,519</u>	<u>2,519</u>		<u>2,519</u>	
400 Benefits	<u>5,892</u>	<u>5,750</u>		<u>5,784</u>	
Total Personal Services	<u>39,027</u>	<u>37,061</u>		<u>36,985</u>	
100 Contracted Services	<u>16,740</u>	<u>18,809</u>		<u>19,938</u>	
200 Supplies & Materials	<u>3,545</u>	<u>3,980</u>		<u>4,219</u>	
300 Communications	<u>4,349</u>	<u>4,634</u>		<u>5,182</u>	
400 Travel	<u>6,291</u>	<u>6,726</u>		<u>6,961</u>	
500 Rent		<u>1,157</u>		<u>1,281</u>	
600 Utilities					
700 Repair & Maintenance	<u>120</u>	<u>135</u>		<u>143</u>	
800 Other Expenses	<u>1,883</u>	<u>2,114</u>		<u>2,241</u>	
Total Operating Expenses	<u>32,928</u>	<u>37,555</u>		<u>39,965</u>	
900 Equipment					
900 Grants					
900 Transfers	<u>14,894</u>	<u>16,151</u>	<u><1,565></u>	<u>17,378</u>	<u><2,063></u>
Total Expenses	<u>86,849</u>	<u>90,767</u>	<u><1,565></u>	<u>94,328</u>	<u><2,063></u>
		Total FY 84 <u>89,202</u>		Total FY 85 <u>92,265</u>	

BUDGET COMPARISON REPORT
BOARD OF PUBLIC ACCOUNTANTS 39022

Wash
12/1/82

EXPENSE CATEGORY	ACTUAL EXPENDED FY 82	BUDGET BOOK FY 84	SUBCOMMITTEE REQUEST FY 84	BUDGET BOOK FY 85	SUBCOMMITTEE REQUEST FY 85
1100 Salaries	22,060	34,943		34,809	
1300 Other Compensation	2,423	2,423		2,423	
1400 Benefits	4,354	6,957		7,000	
Total Personal Services	28,837	44,323		44,232	
1100 Contracted Services	25,525	48,906		51,841	
1200 Supplies & Materials	1,913	2,147		2,276	
1300 Communications	3,405	3,625		4,034	
1400 Travel	6,963	7,451		7,718	
1500 Rent	1,501	2,457		2,641	
1500 Utilities					
1700 Repair & Maintenance	2,732	3,069	2,248 ✓	3,254	2,382
1900 Other Expenses	1,464	1,645		1,744	
Total Operating Expenses	43,503	69,300	2,248	73,500	2,382
1100 Equipment	14,790				
000 Grants					
000 Transfers	9,836	11,935	<1,903>	12,841	<2,307>
Total Expenses	96,966	125,558	345	130,581	75
		Total FY 84 125,903		Total FY 85 130,656	

BOARD OF PUBLIC ACCOUNTANTS

8-26-82

JUSTIFICATION

TOTAL REQUESTED: \$2000.

During FY 82 a Word Processor was purchased. A repair and maintenance contract will now be needed for FY 84 and FY 85. It is estimated the cost will be \$2000. per year.

BUDGET COMPARISON REPORT

BOARD OF REAL ESTATE 39023

PENSE CATEGORY	ACTUAL EXPENDED FY 82	BUDGET BOOK FY 84	SUBCOMMITTEE REQUEST FY 84	BUDGET BOOK FY 85	SUBCOMMITTEE REQUEST FY 85
00 Salaries	84,208	121,710		121,245	
00 Other Compensation	1,163	1,163		1,163	
00 Benefits	16,109	24,097		24,237	
Total Personal Services	101,480	146,970		146,645	
00 Contracted Services	43,019	42,336	6,000	43,236	8,000
00 Supplies & Materials	2,619	2,943		3,121	
00 Communications	7,199	8,292		9,467	
00 Travel	11,604	9,902	2,500	10,337	2,500
00 Rent	57	3,343		3,697	
00 Utilities					
00 Repair & Maintenance	695	782		829	
00 Other Expenses	1,075	1,207		1,279	
Total Operating Expenses	66,268	68,805		71,966	
00 Equipment	1,280				
00 Grants					
00 Transfers	40,728	39,497	5,747	42,688	5,752
Total Expenses	209,756	255,272	2,753	261,299	3,248
		Total FY 84	258,025	Total FY 85	264,547

* DEPENDENT ON NON-EXPENDITURE OF FULL FY83 APPROP

BUDGET COMPARISON REPORT
BOARD OF VETERINARIANS 39024

PENSE CATEGORY	ACTUAL EXPENDED FY 82	BUDGET BOOK FY 84	SUBCOMMITTEE REQUEST FY 84	BUDGET BOOK FY 85	SUBCOMMITTEE REQUEST FY 8
00 Salaries	<u>3,934</u>	<u>5,490</u>		<u>5,469</u>	<u>130</u> <u>7,065</u>
00 Other Compensation	<u>900</u>	<u>900</u>	<u>954</u>	<u>900</u>	
00 Benefits	<u>753</u>	<u>1,043</u>		<u>1,050</u>	
Total Personal Services	<u>5,587</u>	<u>7,433</u>	<u>954</u>	<u>7,419</u>	<u>130</u> <u>7,065</u>
00 Contracted Services	<u>2,710</u>	<u>5,293</u>		<u>5,610</u>	
00 Supplies & Materials	<u>300</u>	<u>336</u>		<u>356</u>	
00 Communications	<u>816</u>	<u>898</u>		<u>1,016</u>	
00 Travel	<u>4,571</u>	<u>4,973</u>	<u>2,009</u>	<u>5,192</u>	<u>2,205</u>
00 Rent		<u>193</u>		<u>213</u>	
00 Utilities					
00 Repair & Maintenance	<u>30</u>	<u>34</u>	<u>291</u>	<u>36</u>	
00 Other Expenses					
Total Operating Expenses	<u>8,427</u>	<u>11,727</u>	<u>2,290</u>	<u>12,423</u>	<u>2,205</u>
00 Equipment					
00 Grants					
00 Transfers	<u>3,279</u>	<u>2,312</u>	<u>670</u>	<u>2,487</u>	<u>644</u>
Total Expenses	<u>17,293</u>	<u>21,472</u>	<u>3,944</u>	<u>22,529</u>	<u>3,344</u> <u>3,914</u>
			Total FY 84 <u>25,386</u>	Total FY 85 <u>26,243</u>	<u>25,928</u>

BOARD OF VETERINARIANS

8-26-82

JUSTIFICATION

TOTAL REQUESTED: \$4650.

General dissatisfaction with the past legal assistance has caused the Board to request additional funds for adequate and timely legal help. Request is for use of a contract attorney who would handle all legal matters for the Board, if this is not possible then a need exists to have adequate legal service within the department to carry out legal actions within a reasonable time frame. The sum of \$2000. for each year of the biennium is requested for this purpose. It is estimated that a contract attorney can be hired for \$45. to \$50. per hour and the estimated cost of a department staff attorney is \$37. per hour.

To more effectively handle Board matters, it is proposed that the Board meet four times per year instead of the present two per year. Total cost is projected at \$2400. for each year of the biennium. Board is composed of six members, board meeting would last two or three days and \$750. would be required per year to pay board member compensation at \$25. per day. Mileage cost of extra meetings will be \$960. per year, food costs at \$283. and lodging costs for 17 days would be \$407. per year.

Propose remodeling and expansion of office area to make it an area that can be effectively utilized by office personnel. Cost is estimated at \$250.

BUDGET COMPARISON REPORT
BOARD OF WATER WELL CONTR 3902S

EXPENSE CATEGORY	ACTUAL EXPENDED FY 82	BUDGET BOOK FY 84	SUBCOMMITTEE REQUEST FY 84	BUDGET BOOK FY 85	SUBCOMMITTEE REQUEST FY
100 Salaries	3,388	14,229		14,175	152 217
300 Other Compensation	200	200	793.52	200	
400 Benefits	670	2,911		2,929	
Total Personal Services	4,258	17,340	193.52	17,304	152 217
100 Contracted Services	406	1,491	536	1,581	642
200 Supplies & Materials	77	85		89	
300 Communications	309	327	139	368	129
400 Travel	1,121	1,214	2,140	1,265	2,290
500 Rent		193		213	
500 Utilities					
600 Repair & Maintenance	22	24		25	
800 Other Expenses		1,433		1,519	
Total Operating Expenses	1,935	4,767	2,815	5,060	3061
00 Equipment					
00 Grants					
00 Transfers	2,481	1,762	5190	1,896	<246>
Total Expenses	8,674	23,869	2,818.275	24,260	2965 3032
		Total FY 84	26,687	Total FY 85	27,292
			36,644		27,225

BOARD OF WATER WELL CONTRACTORS

8-26-82

JUSTIFICATION

TOTAL REQUESTED: \$3000.

Board has decided to request funding for the start of an apprenticeship program for water well contractors. It is their belief that an apprenticeship program will produce better trained water well contractors and drillers and the net result of better training will be fewer complaints to the Board and greater satisfaction to the consuming public. Involved with a training or apprenticeship program will hiring of a consultant for an estimated \$500.; 4000 miles of travel to area meetings at cost of \$800.; food costs of \$405. and 26 days of lodging at cost of \$624. Additional costs will be involved with legal assistance, postage and printing and six days of board member attendance for amount of \$671. It is projected that this cost will be involved for each year of the biennium.

BUDGET COMPARISON REPORT
BOARD OF PSYCHOLOGISTS 39026

EXPENSE CATEGORY	ACTUAL EXPENDED FY 82	BUDGET BOOK FY 84	SUBCOMMITTEE REQUEST FY 84	BUDGET BOOK FY 85	SUBCOMMITTEE REQUEST FY
100 Salaries	<u>1,118</u>	<u>2,517</u>		<u>2,507</u>	
500 Other Compensation	<u>450</u>	<u>450</u>		<u>450</u>	
400 Benefits	<u>226</u>	<u>506</u>		<u>510</u>	
Total Personal Services	<u>1,794</u>	<u>3,473</u>		<u>3,467</u>	
100 Contracted Services	<u>4,038</u>	<u>6,561</u>	<u>300 (Expenditure)</u>	<u>6,955</u>	<u>300 (Expenditure)</u>
200 Supplies & Materials	<u>227</u>	<u>256</u>		<u>272</u>	
500 Communications	<u>477</u>	<u>514</u>		<u>565</u>	
400 Travel	<u>863</u>	<u>938</u>		<u>979</u>	
500 Rent		<u>193</u>		<u>213</u>	
600 Utilities					
700 Repair & Maintenance					
300 Other Expenses	<u>205</u>	<u>230</u>		<u>244</u>	
Total Operating Expenses	<u>5,810</u>	<u>8,692</u>		<u>9,228</u>	
100 Equipment					
200 Grants					
300 Transfers	<u>1,526</u>	<u>742</u>	<u><727</u>	<u>798</u>	<u><947</u>
Total Expenses	<u>9,130</u>	<u>12,907</u>	<u><727,228</u>	<u>13,493</u>	<u><947</u>
		Total FY 84 <u>12,835,135</u>		Total FY 85 <u>13,399</u>	
				<u>13,694</u>	

12/10/84

BOARD OF PSYCHOLOGISTS

8-26-82

JUSTIFICATION

TOTAL REQUESTED: ^{\$2100}~~\$1800~~.

For a small board in number of licensees, this board has more than its share of problems which require the services of an attorney. It is proposed that additional appropriation in the amount of \$1800. per year be allowed for the services of a department attorney. This amount would allow about 48 hours of legal work at rate of \$37. per hour.

Also it is requested that Contracted Services be increased by \$300. due to the increase per-candidate fee from \$75. to \$90. (See attached news letter).

AA NEWSLETTER BB

Vol. 3 No. 3

September, 1982

S. JOSEPH WEAVER ASSUMES PRESIDENCY

S. Joseph Weaver of Kansas became the 22nd President of the Association at the annual meeting of delegates in August. Dr. Weaver received his Bachelors and Masters degrees from Brown University and his Ph.D. in Clinical Psychology from Peabody College. He is presently employed as Associate Professor of Pediatrics (psychology) and Director of Psychology at the Children's Rehabilitation Unit at the University of Kansas Medical Center.

Dr. Weaver brings many years of experience to the office of President having served the profession at the state and national level. He was elected to the Kansas Board of Examiners in Psychology in 1975 and served as its Chair from 1976 to 1977. In 1978, he was elected to the Executive Committee as a Member-at-Large and was named President-Elect at the 1981 Annual Meeting.

During his four years on the Executive Committee, he has participated in many leadership roles and particularly as Chair of the organization's Publications Committee. He was the first editor of the AASPB Newsletter when it was published in its revised format in 1980.

EXAM FEES WILL INCREASE IN 1984

The delegates to the annual meeting considered the recommendation by the Long-Range Financial Planning Committee regarding an increase in the costs of the EPPP effective 1984. After a lengthy discussion regarding the increased costs of producing the exam, the need for additional funds to explore new methods of testing candidates, as well as additional funds for continued validation studies, it was decided to increase the per-candidate fee to \$90 effective October, 1984. (See Increase in 1982, page 2)

BARBARA WAND TO LEAD ASSOCIATION DURING 1983-84

Barbara Wand of Ontario was named President-Elect at the annual meeting of delegates in Washington, D.C. She will become the 23rd President of the Association when the delegates reconvene next August in Anaheim, California. Dr. Wand has lived and worked in both the United States and Canada, holding degrees from Queens University, Cornell and the University of Toronto. She worked, first in Applied Research with Educational Testing Service of Princeton, New Jersey and then for many years in Ottawa, Ontario. She practiced in adolescent psychology and later became Senior Psychologist in the Department of Rehabilitation Medicine at the Royal Ottawa Hospital.

Dr. Wand is a long-time member of APA, a Fellow of the Canadian Psychological Association, and formerly Chair of the CPA Task Force on Women in Canadian Psychology. As a member of the Ontario Psychological Association, she served on that body's Committee on Divisional Structure, Social Action Committee and its Task Force on Professional Schools of Psychology. In 1974, Dr. Wand was appointed to the Ontario Board of Examiners in Psychology and served as a member until 1976 when she resigned to become the Board's first full-time Registrar. She was elected to the Executive Committee of AASPB in 1979 and has served and chaired a number of committees including the Committee on Oral Examination Procedures.

MICHIGAN AND SASKATCHEWAN LEAVE AASPB

Executive Officer, Randolph P. Reaves, noted at the annual meeting of delegates that two members of AASPB failed to remit their dues for the past (See Michigan and Saskatchewan

BUDGET COMPARISON REPORT
BOARD OF SANITARIANS 39027

EXPENSE CATEGORY	ACTUAL EXPENDED FY 82	BUDGET BOOK FY 84	SUBCOMMITTEE REQUEST FY 84	BUDGET BOOK FY 85	SUBCOMMITTEE REQUEST FY 85
100 Salaries	<u>1,851</u>	<u>958</u>		<u>954</u>	
300 Other Compensation	<u>50</u>	<u>50</u>		<u>50</u>	
400 Benefits	<u>363</u>	<u>185</u>		<u>186</u>	
Total Personal Services	<u>2,264</u>	<u>1,193</u>		<u>1,190</u>	
100 Contracted Services	<u>593</u>	<u>666</u>		<u>706</u>	
200 Supplies & Materials	<u>47</u>	<u>53</u>		<u>56</u>	
300 Communications	<u>152</u>	<u>165</u>		<u>187</u>	
400 Travel	<u>76</u>	<u>82</u>		<u>86</u>	
500 Rent		<u>193</u>		<u>213</u>	
600 Utilities					
700 Repair & Maintenance	<u>22</u>	<u>24</u>		<u>25</u>	
800 Other Expenses	<u>33</u>	<u>37</u>		<u>39</u>	
Total Operating Expenses	<u>923</u>	<u>1,220</u>		<u>1,312</u>	
100 Equipment					
200 Grants					
300 Transfers	<u>663</u>	<u>937</u>	<u><59></u>	<u>1,008</u>	<u><86></u>
Total Expenses	<u>3,850</u>	<u>3,350</u>	<u><59></u>	<u>3,510</u>	<u><86></u>
		Total FY 84 <u>3,291</u>		Total FY 85 <u>3,424</u>	

12/1/82

BUDGET COMPARISON REPORT
BOARD OF SANITARIANS 39027

EXPENSE CATEGORY	ACTUAL EXPENDED FY 82	BUDGET BOOK FY 84	SUBCOMMITTEE REQUEST FY 84	BUDGET BOOK FY 85	SUBCOMMITTEE REQUEST FY 85
100 Salaries	<u>1,851</u>	<u>958</u>		<u>954</u>	
300 Other Compensation	<u>50</u>	<u>50</u>		<u>50</u>	
400 Benefits	<u>363</u>	<u>185</u>		<u>186</u>	
Total Personal Services	<u>2,264</u>	<u>1,193</u>		<u>1,190</u>	
100 Contracted Services	<u>593</u>	<u>666</u>		<u>706</u>	
200 Supplies & Materials	<u>47</u>	<u>53</u>		<u>56</u>	
300 Communications	<u>152</u>	<u>165</u>		<u>187</u>	
400 Travel	<u>76</u>	<u>82</u>		<u>86</u>	
500 Rent		<u>193</u>		<u>213</u>	
500 Utilities					
700 Repair & Maintenance	<u>22</u>	<u>24</u>		<u>25</u>	
800 Other Expenses	<u>33</u>	<u>37</u>		<u>39</u>	
Total Operating Expenses	<u>923</u>	<u>1,220</u>		<u>1,312</u>	
00 Equipment					
100 Grants					
100 Transfers	<u>663</u>	<u>937</u>	<u><59></u>	<u>1,008</u>	<u><86></u>
Total Expenses	<u>3,850</u>	<u>3,350</u>	<u><59></u>	<u>3,510</u>	<u><86></u>
		Total FY 84 <u>3,291</u>		Total FY 85 <u>3,424</u>	

BUDGET COMPARISON REPORT
BOARD OF PRIVATE INDEPENDENT ADJUDICATORS 39028

12/10/82

EXPENSE CATEGORY	ACTUAL EXPENDED FY 82	BUDGET BOOK FY 84	SUBCOMMITTEE REQUEST FY 84	BUDGET BOOK FY 85	SUBCOMMITTEE REQUEST FY 85
Salaries	1,685	2,745		2,735	
Other Compensation					
Benefits	308	485		489	
Total Personal Services	1,993	3,230		3,224	
Contracted Services	32	36		38	
Supplies & Materials	128	144		152	
Communications	393	425		478	
Travel	41	45		47	
Rent		193		213	
Utilities					
Repair & Maintenance					
Other Expenses					
Total Operating Expenses	594	843		928	
Equipment					
Grants					
Transfers	571	825	100	887	84
Total Expenses	3,158	4,899	100	5,039	84
		Total FY 84 4,998		Total FY 85 5,123	

BUDGET COMPARISON REPORT
BOARD OF LANDSCAPE ARCHITECTS 39029

12/10/12

EXPENSE CATEGORY	ACTUAL EXPENDED FY 82	BUDGET BOOK FY 84	SUBCOMMITTEE REQUEST FY 84	BUDGET BOOK FY 85	SUBCOMMITTEE REQUEST FY 85
1100 Salaries	1,021	1,057		1,053	
500 Other Compensation	50	50		50	
400 Benefits	181	214		215	
Total: Personnel Services	1,252	1,321		1,318	
1100 Contracted Services	1,524	1,713		1,616	
1100 Supplies & Materials	166	73		77	
1300 Communications	183	197		221	
100 Travel	1,724	1,873		1,955	
1300 Rent		193		213	
1600 Utilities					
1700 Repair & Maintenance					
1300 Other Expenses	496	557		590	
Total Operating Expenses	3,993	4,606		4,872	
100 Equipment					
000 Grants					
000 Transfers	869	518	<33>	557	<47>
Total Expenses	6,114	6,445	<33>	6,747	<47>
		Total FY 84 6,412		Total FY 85 6,700	

BUDGET COMPARISON REPORT
BOARD OF SPEECH THERAPISTS 37030

EXPENSE CATEGORY	ACTUAL EXPENDED FY 82	BUDGET BOOK FY 84	SUBCOMMITTEE REQUEST FY 84	BUDGET BOOK FY 85	SUBCOMMITTEE REQUEST FY 85
100 Salaries	1,231	1,527		1,222	
300 Other Compensation	625	625	667	625	715
400 Benefits	363	417		420	
Total Personal Services	2,219	2,579	667	2,577	745
100 Contracted Services	1,265	1,454		1,541	
200 Supplies & Materials	250	314	79	354	83
300 Communications	341	306	579	992	581
400 Travel	1,332	2,050	2,257	2,141	2,422
500 Rent		193		212	
600 Utilities					
700 Repair & Maintenance					
100 Other Expenses					
Total Operating Expenses	4,299	4,916	2,915	5,221	3,089
100 Equipment					
200 Grants					
300 Transfers	998	918	376	988	371
Total Expenses	7,516	8,413	3,953	8,786	4,236
		Total FY 84	Total FY 84	Total FY 85	Total FY 85
		12,229	12,229	12,229	12,229

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BOARD OF SPEECH PATHOLOGISTS AND AUDIOLOGISTS

8-26-82

JUSTIFICATION:

TOTAL REQUESTED: \$3025.

The appointment of two new board members from the eastern part of the state will require more air travel and more overnight stays. Airline and mileage cost increases are estimated at \$1010. per year, additional food costs at \$364. for 9 days and 8 nights of lodging at cost of \$576. Total cost will be \$1950. per year.

Compensation will be allowed new board members, previous law provided for compensation only when attending board meetings and not otherwise compensated. Uniform compensation law now provides for compensation for each spent on official board business, this may be in travel to board meeting or actual attendance at board meeting. Cost of 21 days of other compensation would be \$525. per year.

The board chairperson does not reside in Helena and this will increase phone, postage, and photocopying costs. Estimated cost will be \$550. for each year.

from 25 to 50

BUDGET COMPARISON REPORT

BOARD OF RAD. 210310 Temp. 39031

12/17/82

EXPENSE CATEGORY	ACTUAL EXTENDED FY 82	BUDGET BOOK FY 84	SUBCOMMITTEE REQUEST FY 84	BUDGET BOOK FY 85	SUBCOMMITTEE REQUEST FY 85
Salaries	2,904	2,049		2,041	
Other Compensation	375	375	805	375	876
Benefits	610	426		428	
Total Personnel Services	3,949	2,950	805	2,844	876
Contracted Services	337	2513		2,665	
Supplies & Materials	204	229	146	242	155
Communications	650	750	342	851	306
Travel	1,240	1,341	4,529	1,346	4,356
Rent		193		213	
Utilities					
Repair & Maintenance					
Other Expenses			225		239
Total Operating Expenses	2,431	5,026	5,242	5,367	5,526
Equipment					
Grants	150	1,000		1,000	
Transfers	1,679	1,633	1,233	1,758	1,252
Total Expenses	8,159	12,509	7,280 ^{1,150}	10,969	7,634
		Total FY 84	17,789	Total FY 85	13,623
			17,159		18,422

BOARD OF RADIOLOGIC TECHNOLOGISTS

8-26-82

JUSTIFICATION:

TOTAL REQUESTED: \$8681.

~~347~~
~~575~~
~~230~~ - 82 lic
620 - 83 lic

General increase in virtually all items of appropriation is needed, this is due to the past budget not being adequate to carry out board functions. Largest items would be mileage increase of \$1680. per year; legal cost increase of \$800.; consultant cost of \$600.; and board member compensation of \$500. for 20 days of meetings. Present board size is 7 members. Total cost of all items of general increase would be \$5831. per year.

The Board has decided that a need exists for the board to sponsor some continuing education programs, most likely two per year. These courses or seminars would be for present license holders. For some it would represent an upgrading of present permit status and others it would mean a chance to keep current on the changes in radiologic techniques. Cost is projected at \$1350. and \$1000. would be given as a grant to the sponsor and \$350. would be used for a consultant fee.

A need exists to have one more board meeting per year, presently at two per year. This will allow for a more timely handling of board business. Out of state travel has been restricted due to existing budget and a need exists to have additional representation at National Conference meetings. Cost of out of state meetings is set at \$846. and in state board meeting at \$479. and board member compensation at \$175. for total cost of \$1500. in each year of biennium.

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BOARD OF PHYSICAL THERAPY EXAMINERS

8-26-82

JUSTIFICATION:

TOTAL REQUESTED: \$5500.

The Board feels their budget authority is inadequate to carry out their duties and responsibilities. The requests listed below will help in alleviating that condition.

General increase in all items of the budget in amount of \$2500. per year. Largest items in increase would be examination costs of \$600. per year, legal costs of \$400. per year, transfer costs of \$300. and mileage cost of \$240. per year. Balance of \$2500. would be spread among other expenditure items.

A growing need exists in the legal and investigation area. The sum of \$2000. is requested here and investigation cost is estimated at \$700. and legal cost at \$685., balance of the money is for 1800 miles of travel at \$360., \$135. for food and \$120. for lodging. Experience has shown that a few investigations or legal problems can create real problems in a small boards appropriation.

A request is made to have one additional meeting per year, two are presently planned. Request is also made for one board member attend an out of state meeting. Cost of the one additional meeting would be \$393. for mileage, food and lodging. Cost of the out of state meeting is estimated at \$457. and a total of \$150. for board member compensation. Total request in this area is \$1000. for each year of the biennium.

DEPARTMENT OF COMMERCE

POL BUREAU BUDGET DETAIL SUMMARY	Actual	Budgeted	Recommendation	
	FY 1982	FY 1983	FY 1984	FY 1985
Full Time Equivalent Employees	34.92	35.12 35.62	35.74 36.75	35.74 36.75
Personal Services	619,899.84	781,955	769,961	768,359
Operating Expenses	524,168.60	690,474	774,518	820,134
Equipment	20,688.05	2,736	4,660	2,660
Grants	600.00	2,500	3,500	3,500
Transfers	195,645.00	257,794	224,703	241,961
Total Program Costs	\$1,361,001.49	\$1,735,459	\$1,777,342	\$1,836,614
Earmarked Special Fund	1,361,001.49	1,735,459	1,777,342	1,836,614
Total Funding Costs	\$1,361,001.49	\$1,735,459	\$1,777,342	\$1,836,614
Current Level Services	1,353,393.73	1,735,459	1,737,385	1,795,310
Modified Level Services	7,607.76	0	39,957	41,304
Total Service Costs	\$1,361,001.49	\$1,735,459	\$1,777,342	\$1,836,614

Program Description

The Professional and Occupational Licensing Bureau provides the administrative and clerical services required by the twenty-seven professional licensing boards. Services provided by the bureau include correspondence, application processing, issuing licenses, renewing licenses, monitoring continuing education, investigating complaints, administering and grading examinations, taking minutes of board meetings and maintaining board records. Services are provided to the following twenty-seven boards:

Board of Architects	Board of Physical Therapy Examiners
Board of Barbers	Board of Plumbers
Board of Chiropractors	Private Investigators
Board of Cosmetologists	Board of Professional Engineers and
Board of Dentistry	Land Surveyors
State Electrical Board	Board of Psychologists
Board of Hearing Aid Dispensers	Board of Public Accountants
Board of Horse Racing	Board of Radiologic Technologists
Board of Landscape Architects	Board of Realty Regulation
Board of Medical Examiners	Board of Sanitarians
Board of Morticians	Board of Speech Pathologists and
Board of Nursing	Audiologists
Board of Nursing Home Administrators	Board of Veterinarians
Board of Optometrists	Board of Water Well Contractors
Board of Pharmacists	

Modification Request

Board of Architects - The Board is requesting O&A to implement an entry examination for licensure and continuing education requirements for renewals.

Cost: FY84 - \$1,777,342 FY85 - \$1,795,310

DEPARTMENT OF COMMERCE

FOL BUREAU BUDGET DETAIL SUMMARY	Actual FY 1982	Budgeted FY 1983	Recommendation FY 1984	FY 1985
Full-Time Equivalent Employees	34.92	33.82	34.74	34.74

Board of Dentistry - The board is requesting .15 FTE to monitor continuing education hours.

Cost: FY84 - \$3,362 FY85 - \$3,355

Board of Hearing Aid Dispensers - The board is requesting .06 FTE to handle increased workload in the area of enforcement.

Cost: FY84 - \$1,248 FY85 - \$1,256

Board of Morticians - The board is requesting .08 FTE to implement mandatory continuing education for renewal.

Cost: FY84 - \$1,921 FY85 - \$1,935

Board of Physical Therapy Examiners - The board is requesting .05 FTE to monitor continuing education hours.

Cost FY84 - \$1,114 FY85 - \$1,122.

Board of Public Accountants - The board is requesting increased funding in contracted services to audit Certified Public Accountants firms.

Cost FY84 - \$20,225 FY85 - \$21,439

Board of Water Well Contractors - The board is requesting a half-time inspector (.50 FTE) to handle increased workload.

Cost: FY84 - \$10,304 FY85 - \$10,371

Policy Issues

Historically, the boards have operated with inadequate budgets to cover inflated operating costs and legislation mandating additional board members and increased services. In order to bring the boards' operating expenses to realistic levels, the Executive Budget recommends additional funds for current level budgets. However, due to reorganization incorporating the boards into one program, some of these adjustments were omitted from the boards' budget requests. The boards are requesting an additional \$85,482 in FY84 and \$92,469 in FY85.

STATE OF MONTANA

Review of Expenditure Abatements at the
Department of Professional and Occupational Licensing

January 1978

Handwritten notes:
71 radios
1550
includes 100
28 radios
1675

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SUMMARY OF RECOMMENDATIONS

As a separate section in the front of each audit report we include a listing of all recommendations together with a notation as to whether the agencies concur or do not concur with each recommendation. This listing serves as a means of summarizing the recommendations contained in the report and the audited agencies' replies thereto and also as a ready reference to the supporting comments.

Page

Record moneys received in exchange for goods and services
as revenue.

5

Agency Reply: Concur. See page 6.

Department of Administration Reply: Concur. See page 8.

Establish and record accounts receivable on SBAS for
balances due.

5

Agency Reply: Concur. See page 6.

Department of Administration Reply: Concur. See page 8.

STATE OF MONTANA
Office of the Legislative Auditor

STATE CAPITOL
HELENA, MONTANA 59601
406/449-3122



MORRIS L. BRUSETT
LEGISLATIVE AUDITOR

January 1978

DEPUTY LEGISLATIVE AUDITORS:
JOSEPH J. CALNAN
ADMINISTRATION AND
PROGRAM AUDITS

ELLEN FEAVER
FINANCIAL-COMPLIANCE AND
CONTRACTED AUDITS

STAFF LEGAL COUNSEL
JOHN W. NORTHEY

The Legislative Audit Committee
of the Montana State Legislature:

Transmitted herewith are the results of our review of expenditure abatements at the Department of Professional and Occupational Licensing. We performed the review to determine the number of boards involved in improperly recording receipts as expenditure abatements, and the dollar significance of these abatements.

Respectfully submitted,

A handwritten signature in cursive script that reads "Morris L. Brusett".

Morris L. Brusett, C.P.A.
Legislative Auditor

INTRODUCTION

While performing the sunset audit of the Board of Abstracters, members of our staff noted that moneys received from the inspection of abstract plants were not being recorded as revenue. These moneys were being recorded as expenditure abatements to offset expenditures arising from disbursements to board members for their travel expense and compensation in inspecting abstract plants.

By recording the moneys received from the inspection of abstract plants as expenditure abatements, the Statewide Budgeting and Accounting System (SBAS) does not reflect revenues or expenditures relating to the inspection of abstract plants. In addition, actual expenditures may exceed appropriations established for the board.

To determine the number of boards involved in recording receipts as expenditure abatements, the dollar significance of these abatements and the propriety of recording receipts as expenditure abatements, we expanded our audit testing to include a review of expenditure abatements for all boards of the Department of Professional and Occupational Licensing for fiscal year 1976-77.

Generally, cash receipts may be classified as revenue, income or expenditure abatements. According to the ICC indexes of the Montana Operations Manual, revenue and income are defined as follows:

Revenue identifies the amount of cash collected to support the cost of operating state government. Sources of revenue include but are not limited to cash collected from fees, licenses or the sale of products or services.

Income identifies the amount of cash collected for an accounting entity wherein the amount collected does not represent revenue to the state and is not, accordingly used to support the cost of operating state government. Sources of income include but are not limited to internal transfers, collections made by one accounting entity from another accounting entity or collections held by the state in fiduciary capacity.

In Section 2-4060.00 of the Montana Operations Manual, an expenditure abatement is defined as "the recovery of amounts erroneously expended or expended solely on the behalf of others."

EXPENDITURE ABATEMENTS

Of the 31 boards reviewed, the Department of Professional and Occupational Licensing recorded expenditure abatements for 19 boards totaling \$7,084 in fiscal year 1976-77.

Of the 19 boards with recorded expenditure abatements, the department improperly recorded receipts of \$5,959 as expenditure abatements for eight boards. The remaining \$1,125 of abatements were proper since these receipts were the result of refunds.

The department improperly recorded revenue as expenditure abatements for the following boards.

Board of Abstracters	\$1,481
Board of Cosmetology	847
State Electrical Board	225
Board of Landscape Architects	580
Board of Professional Engineers and Land Surveyors	2,272
Board of Nursing	432
Board of Real Estate	97
Board of Radiologic Technologists	25
Total	<u>\$5,959</u>

Board of Abstracters

The Board of Abstracters received \$1,481 from abstract plants throughout the state to offset disbursements made by the board to board members for their travel expense and compensation associated with inspections of the abstract plants.

In comparing the actual expenditures with the appropriation established for each board to determine any overexpenditure of appropriation, we found the actual expenditures for the Board of Abstracters exceeded the appropriation authorized by \$445. The Board of Abstracters, with an appropriation

of \$2,520, incurred actual expenditures of \$2,965 in fiscal year 1976-77. Actual expenditures represent the sum of expenditures improperly abated and expenditures reported on the Statewide Budgeting and Accounting System (SBAS).

Board of Cosmetology

According to Section 66-813.1, R.C.M. 1947, "... any cosmetological establishment must pay an initial inspection fee of \$25, plus actual and necessary expenses of the inspector." The Board of Cosmetology recorded cash receipts of \$847 for personal car mileage expense incurred by the state inspector for inspection of beauty salons and colleges.

Effective July 1, 1977, the provision requiring cosmetological establishments to pay actual and necessary expenses of the inspector in addition to the initial inspection fee was deleted by amendment to Section 66-813.1, R.C.M. 1947.

State Electrical Board

During fiscal year 1976-77, the State Electrical Board purchased electrical code regulation books for distribution to electricians located throughout the state. The State Electrical Board received \$225 from the sale of electrical code regulation books to third parties and electricians located in the state.

Board of Landscape Architects and Board of Professional Engineers and Land Surveyors

The Board of Landscape Architects and the Board of Professional Engineers and Land Surveyors recorded cash receipts of \$580 and \$2,272, respectively, from landscape architects, engineers and land surveyors for the acquisition of official seals authorized by the board. These

seals or stamps bear the registration number of the landscape architect, engineer, or land surveyor and must appear on plans submitted by the respective professional.

Board of Nursing

The Board of Nursing collected \$432 from third parties for the sale of listings of nurses registered in Montana.

Board of Real Estate

The Board of Real Estate received \$13 for photocopying services provided the public and \$84 for the sale of supplies purchased for real estate classes. These classes are no longer sponsored by the board.

Board of Radiologic Technologists

The Board of Radiologic Technologists collected cash receipts of \$25 from a third party for producing mailing labels.

Cash receipts for each of the eight boards described were improperly recorded as expenditure abatements. The cash receipts recorded by the department for the eight boards represented moneys received in exchange for goods and services provided by the boards.

To provide for proper accountability and disclosure of moneys received in exchange for goods and services, the department should record these receipts as revenue.

In implementing this recommendation, the department is faced with obtaining budget amendments for unanticipated expenditures. The dollar value of most of the activities described above is impossible to predict with precision, and the dollar value will likely continue to be low. To obtain a budget amendment, the department must follow the specific amendment procedures outlined in House Bill 145, section 4.

RECOMMENDATION

We recommend that the Department of Professional and Occupational Licensing record moneys received in exchange for goods and services as revenue.

ACCOUNTS RECEIVABLE

In our review of expenditure abatements for all boards of the Department of Professional and Occupational Licensing, we noted that when billings were made for photocopying services, listings of registered professionals, and inspections of cosmetological establishments and abstract plants, accounts receivable were not established by the respective boards nor were accounts receivable recorded on the Statewide Budgeting and Accounting System (SBAS).

Also, receivables were not established for refunds due for the state's share of health insurance, overpayment of employee benefits at termination or for the collection of prior payments of work-study wages.

To ensure accounting control for balances due, the Department of Professional and Occupational Licensing should establish and record receivables on SBAS.

RECOMMENDATION

We recommend that the Department of Professional and Occupational Licensing establish and record accounts receivable on SBAS for balances due.

FINAL COMMENTS

We have reviewed this report with officials of the Department of Professional Licensing and the Department of Administration. The full texts of their written responses to this report begin on page 6.

We wish to express our appreciation to these officials and their respective staffs for their cooperation and assistance during the review.

AGENCY REPLIES

STATE OF MONTANA
DEPARTMENT OF PROFESSIONAL & OCCUPATIONAL LICENSING
HELENA, MONTANA 59601

THOMAS L. JUDGE
GOVERNOR



ED. CARNEY
DIRECTOR
LALONDE BUILDING
(406) 449-3737

January 31, 1978

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FEB 1 1978

MONTANA LEGISLATIVE AUDITOR

Morris L. Brusett, Legislative Auditor
Office of the Legislative Auditor
State Capitol
Helena, Mt. 59601

Dear Mr. Brusett:

You will find attached, the department comments on your final report on expenditure abatements of this department.

Of the two recommendations, we have agreed with both recommendations. Your further advise is requested on the time of implementation of the first recommendation and is more fully covered in the department comment section.

We express our appreciation for the competent manner in which your staff person carried out this review. If the Legislative Audit Committee, your staff or yourself have any questions concerning the department comments, please let me know.

Sincerely,

A handwritten signature in cursive script, appearing to read "Ed Carney".
Ed Carney, Director

RECOMMENDATION:

1. WE RECOMMEND THAT THE DEPARTMENT OF PROFESSIONAL AND OCCUPATIONAL LICENSING RECORD MONEYS RECEIVED IN EXCHANGE FOR GOODS AND SERVICES AS REVENUE.

DEPARTMENT COMMENT:

Agree with the recommendation. If your recommendation is to be implemented immediately, I see a problem requiring budget amendments or additions for FY 78 and FY 79 for at least four boards. The present appropriations do not include funds for the items covered by this type of expenditures. You have effectively pointed out the problem in the case of the Board of Abstracters, in that if inspections of plants were included in expenditures, then the appropriation would have been exceeded. This would be equally true of some of the other boards. If it is your recommendation that this procedure start with FY 80, we will then make the budget requests to include these items. Please advise this office on the timing of the implementation of this recommendation.

RECOMMENDATION:

2. WE RECOMMEND THAT THE DEPARTMENT OF PROFESSIONAL AND OCCUPATIONAL LICENSING ESTABLISH AND RECORD ACCOUNTS RECEIVABLES ON SBAS FOR BALANCES DUE.

DEPARTMENT COMMENT:

Agree with the recommendation. It is understood that receivables do not include renewals. On those situations where a valid receivable does exist, we will require that they be listed on SBAS, they are very limited.



STATE OF MONTANA
DEPARTMENT OF ADMINISTRATION
DIRECTOR'S OFFICE
MITCHELL BUILDING
HELENA, MONTANA 59601

THOMAS L. JUDGE, Governor

January 31, 1978

Mr. Morris L. Brusett
Legislative Auditor
Room 135
State Capitol
Helena, Montana 59601

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MONTANA LEGISLATIVE AUDITOR

Dear Mr. Brusett:

This is in response to your request that we comment on the following recommendations in your review of expenditure abatements at the Department of Professional and Occupational Licensing.

Recommendation - page 5

We recommend that the Department of Professional and Occupational Licensing record moneys received in exchange for goods and services as revenue.

We concur with the recommendation; however, the specific budget amendment procedures outlined in House Bill No. 145, require extensive documentation and reporting. It is quite possible the cost of processing a budget amendment would exceed some of the amounts listed in the report. We recommend that the Legislature consider providing an abbreviated budget amendment procedure for amounts less than \$3,000.

Recommendation - page 5

We recommend that the Department of Professional and Occupational Licensing establish and record accounts receivables on SBAS for balances due.

We concur.

Sincerely,

Jack C. Crosser
Jack C. Crosser,
Director

JCC/emw

