

COL A93		
SCH VIIIIB-2		
REDUCTIONS		
POS	AMOUNT	CODES
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BUSINESS/PROFESSIONAL REG		79000000
PGM: OFFICE/SEC & ADMIN		79010000
<u>EXECUTIVE DIR/SUPPORT SVCS</u>		79010200
GOV OPERATIONS/SUPPORT		16
<u>EXEC LEADERSHIP/SUPPRT SVC</u>		<u>1602.00.00.00</u>
PROGRAM REDUCTIONS		33V0000
REDUCE STAFF IN THE DIVISION OF		
ADMINISTRATION AND FINANCIAL		
MANAGEMENT'S BUREAU OF HUMAN		
RESOURCES		33V1560
SALARY RATE		000000
SALARY RATE.....	52,158-	
	=====	
SALARIES AND BENEFITS		010000
	1.00-	
ADMINISTRATIVE TRUST FUND -STATE	71,354-	2021 1
	=====	
EXPENSES		040000
ADMINISTRATIVE TRUST FUND -STATE	2,082-	2021 1
	=====	
TOTAL: REDUCE STAFF IN THE DIVISION OF		33V1560
ADMINISTRATION AND FINANCIAL		
MANAGEMENT'S BUREAU OF HUMAN		
RESOURCES		
TOTAL POSITIONS.....	1.00-	
TOTAL ISSUE.....	73,436-	
TOTAL SALARY RATE.....	52,158-	
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AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 18-19 NARRATIVE:  
 Priority #36

IT COMPONENT? NO

The Department of Business and Professional Regulation, Division of Administration and Financial Management proposes a reduction of one (1) position and \$73,436 in budget authority within the Bureau of Human Resources (bureau). This reduction will eliminate a Human Resource Analyst (SES) position that is responsible for providing personnel support to employees within the department. Additionally, this position serves as the agency's benefits coordinator and is lead liaison with the Department of Financial Services (DFS), Bureau of State Payrolls. Recent requirements/performance measures mandated by the Department of Management Services have increased the need for a liaison position with the DFS to ensure the agency meets its goals.

The budget allocated to the bureau is primarily allotted into two categories: Salaries and Benefits and Expenses. The majority of the Expense budget is used for rent and telephone expenses, with the remaining going to office supplies,

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 COL A93  
 SCH VIIIIB-2  
 REDUCTIONS  
 POS AMOUNT CODES  
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BUSINESS/PROFESSIONAL REG 79000000  
 PGM: OFFICE/SEC & ADMIN 79010000  
EXECUTIVE DIR/SUPPORT SVCS 79010200  
 GOV OPERATIONS/SUPPORT 16  
EXEC LEADERSHIP/SUPPRT SVC 1602.00.00.00  
 PROGRAM REDUCTIONS 33V0000  
 REDUCE STAFF IN THE DIVISION OF  
 ADMINISTRATION AND FINANCIAL  
 MANAGEMENT'S BUREAU OF HUMAN  
 RESOURCES 33V1560

copying, and small miscellaneous expense items. The only way to achieve a significant reduction is to eliminate staff.

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POSITION DETAIL OF SALARIES AND BENEFITS:

	FTE	BASE RATE	ADDITIVES	BENEFITS	SUBTOTAL	LAPSE %	LAPSED SALARIES AND BENEFITS
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A93 - SCH VIIIIB-2 REDUCTIONS							
CHANGES TO CURRENTLY AUTHORIZED POSITIONS							
0173 HUMAN RESOURCE ANALYST/CBJA - SES							
R5012 001	1.00-	52,158-		19,196-	71,354-	0.00	71,354-
-----							
TOTALS FOR ISSUE BY FUND							
2021 ADMINISTRATIVE TRUST FUND							71,354-
	1.00-	52,158-		19,196-	71,354-		71,354-
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REDUCE STAFF IN THE OFFICE OF  
 LEGISLATIVE AFFAIRS 33V1700  
 SALARY RATE 000000  
 SALARY RATE..... 43,162-  
 =====

SALARIES AND BENEFITS 010000  
 1.00-  
 ADMINISTRATIVE TRUST FUND -STATE 49,955-  
 =====

2021 1

COL A93		
SCH VIIIIB-2		
REDUCTIONS		
POS	AMOUNT	CODES
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BUSINESS/PROFESSIONAL REG		79000000
PGM: OFFICE/SEC & ADMIN		79010000
<u>EXECUTIVE DIR/SUPPORT SVCS</u>		79010200
GOV OPERATIONS/SUPPORT		16
<u>EXEC LEADERSHIP/SUPPRT SVC</u>		<u>1602.00.00.00</u>
PROGRAM REDUCTIONS		33V0000
REDUCE STAFF IN THE OFFICE OF		
LEGISLATIVE AFFAIRS		33V1700
EXPENSES		040000
ADMINISTRATIVE TRUST FUND -STATE	2,082-	2021 1
	=====	
TOTAL: REDUCE STAFF IN THE OFFICE OF		33V1700
LEGISLATIVE AFFAIRS		
TOTAL POSITIONS.....	1.00-	
TOTAL ISSUE.....	52,037-	
TOTAL SALARY RATE.....	43,162-	
	=====	

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AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 18-19 NARRATIVE:  
 Priority #37

IT COMPONENT? NO

The Department of Business and Professional Regulation, Office of Legislative Affairs proposes a reduction of one (1) position and \$52,307 in budget authority. This reduction would eliminate a Legislative Coordinator position and would significantly impact workload and the overall efficiency of the office. Duties and responsibilities would be reassigned and would place a larger burden on the remaining staff. Staff may have to work additional hours in order to meet assigned deadlines and during peak periods such as the Legislative Session and committee weeks. Phones would have to be forwarded to the cell phones of remaining staff at the Capitol during session. The bill analysis and bill tracking duties would be absorbed by one of the remaining staff; Human Resource duties would fall to the Director and the intern program would have to be downsized or eliminated due to the lack of supervision during Session. This elimination would slow the response time on responding to legislative requests for information and assistance with constituent cases.

The budget allocated to the Office of Legislative Affairs is primarily allotted into two categories: Salaries and Benefits and Expenses. The majority of the Expenses budget is used for rent and telephone expenses with the remaining going to office supplies, copying and small miscellaneous expense items. Some expense items could be reduced by cutting back on office supplies and color copies; however, the only way to make a significant reduction is to eliminate staff.

The elimination of a Legislative Coordinator position within the Office of Legislative Affairs would adversely impact the quality, timelines and level of services delivered by the Office of Legislative Affairs to the Legislature, Governor's Office, other state agencies, and constituents.

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COL A93 SCH VIIIIB-2 REDUCTIONS		CODES
POS	AMOUNT	
BUSINESS/PROFESSIONAL REG		79000000
PGM: OFFICE/SEC & ADMIN		79010000
EXECUTIVE DIR/SUPPORT SVCS		79010200
GOV OPERATIONS/SUPPORT		16
EXEC LEADERSHIP/SUPPRT SVC		1602.00.00.00
PROGRAM REDUCTIONS		33V0000
REDUCE STAFF IN THE OFFICE OF LEGISLATIVE AFFAIRS		33V1700

POSITION DETAIL OF SALARIES AND BENEFITS:

	FTE	BASE RATE	ADDITIVES	BENEFITS	SUBTOTAL	LAPSE %	LAPSED SALARIES AND BENEFITS
A93 - SCH VIIIIB-2 REDUCTIONS							
CHANGES TO CURRENTLY AUTHORIZED POSITIONS							
7885 LEGISLATIVE COORDINATOR-DBPR R5011 001	1.00-	43,162-		6,793-	49,955-	0.00	49,955-
TOTALS FOR ISSUE BY FUND							
2021 ADMINISTRATIVE TRUST FUND							49,955-
	1.00-	43,162-		6,793-	49,955-		49,955-

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REDUCE STAFF IN THE OFFICE OF COMMUNICATIONS							33V1710
SALARY RATE							000000
SALARY RATE.....	36,535-						
=====							
SALARIES AND BENEFITS							010000
ADMINISTRATIVE TRUST FUND -STATE	1.00-	49,993-					2021 1
=====							
EXPENSES							040000
ADMINISTRATIVE TRUST FUND -STATE		2,082-					2021 1
=====							

COL A93		
SCH VIIIIB-2		
REDUCTIONS		
POS	AMOUNT	CODES
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BUSINESS/PROFESSIONAL REG		79000000
PGM: OFFICE/SEC & ADMIN		79010000
<u>EXECUTIVE DIR/SUPPORT SVCS</u>		79010200
GOV OPERATIONS/SUPPORT		16
<u>EXEC LEADERSHIP/SUPPRT SVC</u>		<u>1602.00.00.00</u>
PROGRAM REDUCTIONS		33V0000
REDUCE STAFF IN THE OFFICE OF		
COMMUNICATIONS		33V1710
TOTAL: REDUCE STAFF IN THE OFFICE OF		33V1710
COMMUNICATIONS		
TOTAL POSITIONS.....	1.00-	
TOTAL ISSUE.....	52,075-	
TOTAL SALARY RATE.....	36,535-	
	=====	

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AGENCY ISSUE NARRATIVE:  
 SCH VIIIIB-2 NARR 18-19 NARRATIVE:  
 Priority #33

IT COMPONENT? NO

The Department of Business and Professional Regulation (department), Office of Communications proposes a reduction of one (1) position and \$52,075 in budget authority. Currently, there are two (2) Information Specialist III positions within the Office of Communications. This reduction would eliminate one (1) Information Specialist III position and would significantly impact workload and the overall efficiency of the office. Duties and responsibilities of this position include handling press and media inquiries for the department, compiling and distributing news clips, writing messages for department, creating and managing content for social media outlets, and assisting in creating digital media and graphic content. These duties and responsibilities would have to be reassigned causing a large workload and burden to the remaining Information Specialist III.

The budget allocated to the Office of Communications is primarily allotted into two categories: Salaries and Benefits and Expenses. The majority of the Expense budget is used for rent and telephone expenses with the remaining going to office supplies, copying and small miscellaneous expense items. Some expense items could be reduced by cutting back on office supplies and color copies; however, the only way to make a significant reduction is to eliminate staff.

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COL A93		
SCH VIIIIB-2		
REDUCTIONS		
POS	AMOUNT	CODES
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BUSINESS/PROFESSIONAL REG		79000000
PGM: OFFICE/SEC & ADMIN		79010000
<u>EXECUTIVE DIR/SUPPORT SVCS</u>		79010200
GOV OPERATIONS/SUPPORT		16
<u>EXEC LEADERSHIP/SUPPRT SVC</u>		<u>1602.00.00.00</u>
PROGRAM REDUCTIONS		33V0000
REDUCE STAFF IN THE OFFICE OF THE		
INSPECTOR GENERAL		33V1720
TOTAL: REDUCE STAFF IN THE OFFICE OF THE		33V1720
INSPECTOR GENERAL		
TOTAL POSITIONS.....	1.00-	
TOTAL ISSUE.....	61,411-	
TOTAL SALARY RATE.....	44,165-	
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AGENCY ISSUE NARRATIVE:  
 SCH VIIIIB-2 NARR 18-19 NARRATIVE:  
 Priority #38

IT COMPONENT? NO

The Department of Business and Professional Regulation (department), Office of the Inspector General (OIG) proposes a reduction of one (1) position and \$61,411 in budget authority. This reduction would eliminate a Management Review Specialist (SES) (Auditor) position that is assigned full-time to carry out the audit duties and responsibilities of the OIG in accordance to Section 20.055, Florida Statutes.

Specifically, the incumbent in this position plans and conducts audits of department programs, activities and functions, in accordance with the International Standards for the Professional Practice of Internal Auditing and officies procedures.

- \* Analyzes and examines operating methods and procedures to evaluate effectiveness, efficiency, and/or cost benefit.
- \* Makes oral presentations, and provides written reports to management that document audit findings and include recommendations for corrective actions, modifications, or improvements to the audited activity.
- \* Reviews and evaluates the adequacy and effectiveness of internal controls.
- \* Evaluates the effectiveness and efficiency of the use of department resources.
- \* Assesses the reliability and validity of the department's performance measures and standards, and makes recommendations for improvement, as necessary.
- \* Conducts follow-up reviews of the status of action taken by management to implement findings and recommendations made in internal audits and audits conducted by external audit or other oversight entities.
- \* Prepares thorough, complete, and accurate documentation of work performed.

COL A93 SCH VIIIIB-2 REDUCTIONS		CODES
POS	AMOUNT	
BUSINESS/PROFESSIONAL REG		79000000
PGM: OFFICE/SEC & ADMIN		79010000
<u>EXECUTIVE DIR/SUPPORT SVCS</u>		79010200
GOV OPERATIONS/SUPPORT		16
<u>EXEC LEADERSHIP/SUPPRT SVC</u>		1602.00.00.00
PROGRAM REDUCTIONS		33V0000
REDUCE STAFF IN THE OFFICE OF THE INSPECTOR GENERAL		33V1720

The workload assigned to this position cannot be absorbed by remaining audit staff. Reduction of one (1) audit position would significantly constrain the Inspector General's capability to provide sufficient coverage of agency operations in accordance with statutory requirements.

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POSITION DETAIL OF SALARIES AND BENEFITS:

	FTE	BASE RATE	ADDITIVES	BENEFITS	SUBTOTAL	LAPSE %	LAPSED SALARIES AND BENEFITS
A93 - SCH VIIIIB-2 REDUCTIONS							
CHANGES TO CURRENTLY AUTHORIZED POSITIONS							
2239 OPERATIONS REVIEW SPECIALIST							
R5010 001	1.00-	44,165-		15,164-	59,329-	0.00	59,329-
TOTALS FOR ISSUE BY FUND							
2021 ADMINISTRATIVE TRUST FUND							59,329-
	1.00-	44,165-		15,164-	59,329-		59,329-

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REDUCE LEGAL STAFF IN THE OFFICE OF  
 THE GENERAL COUNSEL

33V1730  
 000000

SALARY RATE  
 SALARY RATE..... 39,234-  
 =====

SALARIES AND BENEFITS

010000

ADMINISTRATIVE TRUST FUND -STATE 1.00- 58,698-  
 =====

2021 1



COL A93 SCH VIIIIB-2 REDUCTIONS		CODES
POS	AMOUNT	
BUSINESS/PROFESSIONAL REG		79000000
PGM: OFFICE/SEC & ADMIN		79010000
<u>EXECUTIVE DIR/SUPPORT SVCS</u>		79010200
GOV OPERATIONS/SUPPORT		16
<u>EXEC LEADERSHIP/SUPPRT SVC</u>		<u>1602.00.00.00</u>
PROGRAM REDUCTIONS		33V0000
REDUCE LEGAL STAFF IN THE OFFICE OF THE GENERAL COUNSEL		33V1730
TOTAL: REDUCE LEGAL STAFF IN THE OFFICE OF THE GENERAL COUNSEL		33V1730
TOTAL POSITIONS.....	1.00-	
TOTAL ISSUE.....	58,698-	
TOTAL SALARY RATE.....	39,234-	
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AGENCY ISSUE NARRATIVE:  
 SCH VIIIIB-2 NARR 18-19 NARRATIVE: IT COMPONENT? NO  
 Priority #14

The Department of Business and Professional Regulation (department), Office of the General Counsel (OGC) proposes a reduction of one (1) Attorney position and \$58,698 in budget authority. This reduction will eliminate an Attorney position located in the OGC Construction Industry Licensing Board Prosecutorial Unit.

The unit workload consists of the prosecution of Licensees and is subject to an increase in cases in the event Florida sustains a hurricane or other natural disaster. Currently, the OGC Construction Industry Licensing Board Prosecutorial Unit consists of eight (8) attorneys making it the largest single unit within OGC. OGC proposes eliminating a construction attorney from this unit because doing so would cause less immediate harm than eliminating another attorney position from one of OGC's smaller legal units.

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POSITION DETAIL OF SALARIES AND BENEFITS:

	FTE	BASE RATE	ADDITIVES	BENEFITS	SUBTOTAL	LAPSE %	LAPSED SALARIES AND BENEFITS
A93 - SCH VIIIIB-2 REDUCTIONS							
CHANGES TO CURRENTLY AUTHORIZED POSITIONS							
7738 SENIOR ATTORNEY							
R0020 002	1.00-	39,234-		19,464-	58,698-	0.00	58,698-

COL A93 SCH VIIIIB-2 REDUCTIONS		CODES
POS	AMOUNT	
BUSINESS/PROFESSIONAL REG		79000000
PGM: OFFICE/SEC & ADMIN		79010000
<u>EXECUTIVE DIR/SUPPORT SVCS</u>		79010200
GOV OPERATIONS/SUPPORT		16
<u>EXEC LEADERSHIP/SUPPRT SVC</u>		<u>1602.00.00.00</u>
PROGRAM REDUCTIONS		33V0000
REDUCE LEGAL STAFF IN THE OFFICE OF THE GENERAL COUNSEL		33V1730

POSITION DETAIL OF SALARIES AND BENEFITS:

	FTE	BASE RATE	ADDITIVES	BENEFITS	SUBTOTAL	LAPSE %	LAPSED SALARIES AND BENEFITS
A93 - SCH VIIIIB-2 REDUCTIONS							
CHANGES TO CURRENTLY AUTHORIZED POSITIONS							
TOTALS FOR ISSUE BY FUND							
2021 ADMINISTRATIVE TRUST FUND							58,698-
	1.00-	39,234-		19,464-	58,698-		58,698-

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REDUCE STAFF IN FINANCE AND ACCOUNTING							33V1760
SALARY RATE							000000
SALARY RATE.....	60,580-						
SALARIES AND BENEFITS							010000
ADMINISTRATIVE TRUST FUND -STATE	2.00-	77,836-					2021 1
EXPENSES							040000
ADMINISTRATIVE TRUST FUND -STATE	4,164-						2021 1
TOTAL: REDUCE STAFF IN FINANCE AND ACCOUNTING							33V1760
TOTAL POSITIONS.....	2.00-						
TOTAL ISSUE.....		82,000-					
TOTAL SALARY RATE.....	60,580-						

COL A93 SCH VIIIIB-2 REDUCTIONS		CODES
POS	AMOUNT	
BUSINESS/PROFESSIONAL REG		79000000
PGM: OFFICE/SEC & ADMIN		79010000
<u>EXECUTIVE DIR/SUPPORT SVCS</u>		79010200
GOV OPERATIONS/SUPPORT		16
<u>EXEC LEADERSHIP/SUPPRT SVC</u>		1602.00.00.00
PROGRAM REDUCTIONS		33V0000
REDUCE STAFF IN FINANCE AND ACCOUNTING		33V1760

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AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 18-19 NARRATIVE: IT COMPONENT? NO  
 Priority #35

The Department of Business and Professional Regulation (department), Division of Administration and Financial Management proposes a reduction of two (2) Accountant II positions and \$82,000 in budget authority within the Bureau of Finance and Accounting. These positions are responsible for processing travel and commodity related disbursements. The elimination of the two Accountant II positions will affect the department's ability to comply with Section 215.422, Florida Statutes which is the prompt payment law. Outside vendors will experience delays in their payments and the department will be required to pay late payment interest to the vendors.

The budget allocated to the Bureau of Finance and Accounting is primarily allotted into two categories: Salaries and Benefits and Expenses. The majority of the expense budget is used for rent and telephone expenses with the remaining going to office supplies, copying and small miscellaneous expense items. Some expense items could be reduced by cutting back on office supplies and color copies; however, the only way to make a significant reduction is to eliminate staff.

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POSITION DETAIL OF SALARIES AND BENEFITS:

	FTE	BASE RATE	ADDITIVES	BENEFITS	SUBTOTAL	LAPSE %	LAPSED SALARIES AND BENEFITS
A93 - SCH VIIIIB-2 REDUCTIONS							
CHANGES TO CURRENTLY AUTHORIZED POSITIONS							
1430 ACCOUNTANT II							
R5002 001	1.00-	30,290-		12,485-	42,775-	0.00	42,775-
R5003 001	1.00-	30,290-		4,771-	35,061-	0.00	35,061-
-----							
TOTALS FOR ISSUE BY FUND							
2021 ADMINISTRATIVE TRUST FUND							77,836-
	2.00-	60,580-		17,256-	77,836-		77,836-
	=====	=====	=====	=====	=====		=====

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COL A93		
SCH VIIIIB-2		
REDUCTIONS		
POS	AMOUNT	CODES
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BUSINESS/PROFESSIONAL REG		79000000
PGM: OFFICE/SEC & ADMIN		79010000
<u>EXECUTIVE DIR/SUPPORT SVCS</u>		79010200
GOV OPERATIONS/SUPPORT		16
<u>EXEC LEADERSHIP/SUPPRT SVC</u>		<u>1602.00.00.00</u>
PROGRAM REDUCTIONS		33V0000
REDUCE STAFF IN THE OFFICE OF		
PLANNING AND BUDGET		
SALARY RATE		33V1770
		000000
SALARY RATE.....	47,600-	
	=====	
SALARIES AND BENEFITS		010000
	1.00-	
ADMINISTRATIVE TRUST FUND -STATE	68,371-	2021 1
	=====	
EXPENSES		040000
ADMINISTRATIVE TRUST FUND -STATE	2,082-	2021 1
	=====	
TOTAL: REDUCE STAFF IN THE OFFICE OF		33V1770
PLANNING AND BUDGET		
TOTAL POSITIONS.....	1.00-	
TOTAL ISSUE.....	70,453-	
TOTAL SALARY RATE.....	47,600-	
	=====	

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AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 18-19 NARRATIVE:  
 Priority #39

IT COMPONENT? NO

The Department of Business and Professional Regulation (department), Division of Administration and Financial Management proposes a reduction of one (1) position and \$70,453 in budget authority within the Office of Planning and Budget. This will eliminate a Senior Management Analyst II - SES (Budget Analyst) position. The duties and responsibilities of this position include preparing the annual Legislative Budget Request (LBR), review and oversight of spending plans, monitoring rate, approved budget, expenditures, revenue, and cash balances; developing budget amendments and transfers; reviewing and analyzing legislation for fiscal impact; and completing assignments assigned by the Office of the Governor, House and/or Senate.

Currently there are three (3) Budget Analysts in the Office of Planning and Budget. The elimination of one (1) analyst position would have a significant workload impact and affect the overall efficiency of the Office. The duties and responsibilities would be reassigned and would place a larger burden on the remaining staff. Staff would be required to work a greater number of additional hours in order to meet assigned deadlines and during peak periods such as the Legislative Session and the submission of the department's LBR.

COL A93		
SCH VIIIIB-2		
REDUCTIONS		
POS	AMOUNT	CODES
BUSINESS/PROFESSIONAL REG		79000000
PGM: OFFICE/SEC & ADMIN		79010000
<u>EXECUTIVE DIR/SUPPORT SVCS</u>		79010200
GOV OPERATIONS/SUPPORT		16
<u>EXEC LEADERSHIP/SUPPRT SVC</u>		<u>1602.00.00.00</u>
PROGRAM REDUCTIONS		33V0000
REDUCE STAFF IN THE OFFICE OF		
PLANNING AND BUDGET		33V1770

The budget allocated to the Office of Planning and Budget is primarily allotted into two categories: Salaries and Benefits and Expenses. The majority of the Expense budget is used for rent and telephone expenses, with the remaining going to office supplies, copying, and small miscellaneous expense items. Some expense items could be reduced by cutting back on office supplies and color copies; however, the only way to make a significant reduction is to eliminate staff. Elimination of this position would create a significant, possibly unmanageable workload on remaining staff.

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POSITION DETAIL OF SALARIES AND BENEFITS:

	FTE	BASE RATE	ADDITIVES	BENEFITS	SUBTOTAL	LAPSE %	LAPSED SALARIES AND BENEFITS
A93 - SCH VIIIIB-2 REDUCTIONS							
CHANGES TO CURRENTLY AUTHORIZED POSITIONS							
2225 SENIOR MANAGEMENT ANALYST II - SES							
R5011 001	1.00-	47,600-		20,771-	68,371-	0.00	68,371-
TOTALS FOR ISSUE BY FUND							
2021 ADMINISTRATIVE TRUST FUND							68,371-
	1.00-	47,600-		20,771-	68,371-		68,371-
	=====	=====	=====	=====	=====		=====

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REDUCE STAFF IN THE DIVISION OF  
 ADMINISTRATION AND FINANCIAL  
 MANAGEMENT'S BUREAU OF AGENCY  
 SERVICES

SALARY RATE		33V1790
SALARY RATE.....	135,166-	000000
	=====	

COL A93		
SCH VIIIIB-2		
REDUCTIONS		
POS	AMOUNT	CODES
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BUSINESS/PROFESSIONAL REG		79000000
PGM: OFFICE/SEC & ADMIN		79010000
<u>EXECUTIVE DIR/SUPPORT SVCS</u>		79010200
GOV OPERATIONS/SUPPORT		16
<u>EXEC LEADERSHIP/SUPPRT SVC</u>		<u>1602.00.00.00</u>
PROGRAM REDUCTIONS		33V0000
REDUCE STAFF IN THE DIVISION OF		
ADMINISTRATION AND FINANCIAL		
MANAGEMENT'S BUREAU OF AGENCY		
SERVICES		33V1790
SALARIES AND BENEFITS		010000
	3.00-	
ADMINISTRATIVE TRUST FUND -STATE	212,435-	2021 1
	=====	
EXPENSES		040000
ADMINISTRATIVE TRUST FUND -STATE	6,246-	2021 1
	=====	
TOTAL: REDUCE STAFF IN THE DIVISION OF		33V1790
ADMINISTRATION AND FINANCIAL		
MANAGEMENT'S BUREAU OF AGENCY		
SERVICES		
TOTAL POSITIONS.....	3.00-	
TOTAL ISSUE.....	218,681-	
TOTAL SALARY RATE.....	135,166-	
	=====	

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AGENCY ISSUE NARRATIVE:  
 SCH VIIIIB-2 NARR 18-19 NARRATIVE:  
 Priority #34

IT COMPONENT? NO

The Department of Business and Professional Regulation (department), Division of Administration and Financial Management (division proposes the reduction of three (3) positions and \$218,681 in budget authority in the Bureau Of Agency Services.

The proposed reduction includes the following:

- \* 1.00 FTE Management Review Specialist
- \* 1.00 FTE Purchasing Analyst
- \* 1.00 FTE Purchasing Agent III
- \* \$212,435 in Salaries and Benefits budget authority

COL A93		
SCH VIIIIB-2		
REDUCTIONS		
POS	AMOUNT	CODES
BUSINESS/PROFESSIONAL REG		79000000
PGM: OFFICE/SEC & ADMIN		79010000
<u>EXECUTIVE DIR/SUPPORT SVCS</u>		79010200
GOV OPERATIONS/SUPPORT		16
<u>EXEC LEADERSHIP/SUPPRT SVC</u>		<u>1602.00.00.00</u>
PROGRAM REDUCTIONS		33V0000
REDUCE STAFF IN THE DIVISION OF		
ADMINISTRATION AND FINANCIAL		
MANAGEMENT'S BUREAU OF AGENCY		
SERVICES		33V1790

\* \$6,246 Expense budget authority

Elimination of 1 Management Review Specialist (Contract Program Administrator)

The Contract Program Administrator position oversees the department's comprehensive Contract and Procurement Program by developing policies and procedures to ensure compliance with applicable statutes and rules. This position provides direction to all agency personnel and is responsible for development of all forms, contract documents, training and, review and approval of all contracts and contract modifications. This position serves as liaison with the Department of Financial Services and the Department of Management Services pertaining to all contracting and procurement related issues. This position is responsible for entering all contracts into the Florida Accountability Contract Tracking System (FACTS).

Eliminating the Contract Program Administrator position would be a significant impact to the department and the delivery or quality of services to employees or managers who rely on the Contract Program Administrator. DBPR only has one Contract Administrator position which provides services to the entire agency.

Elimination of 1 Purchasing Analyst (Purchasing Card Administrator)

The Purchasing Card Administrator oversees the department's comprehensive Purchasing Card (P-Card), SUNPASS and Minority Business Enterprise (MBE) Programs by developing policies and procedures to ensure compliance with applicable statutes and rules. In addition, this position assists with conducting purchasing surveys and compiling statistical reports, as it relates to MBE, PRIDE and RESPECT purchases and makes the necessary recommendations. The P-Card Administrator also serves as liaison with Bank of America and the Department of Financial Services regarding all aspects of the P-Card Program including card issuance and dispute resolution. This position is responsible for maintaining the department's Purchasing Card module in FLAIR, preparation of quarterly and annual reports, and assisting vendors with My Florida Market Place (MFMP) and Office of Supply and Diversity registration process.

Eliminating the Purchasing Card Administrator position would be a significant impact to the department or in the delivery or quality of services to employees or managers who rely on the P-Card Program Administrator. The department only has one P-Card Administrator position which provides services to the entire agency.

Elimination of 1 Purchasing Agent III (MyFloridaMarketPlace (MFMP) Administrator)

The MFMP Administrator oversees the department's comprehensive MFMP Program by developing policies and procedures to ensure compliance with applicable statutes and rules. In addition, this position assists agency buyers in obtaining quotes and provides guidance on the proper procurement methods to be utilized as well as conducts purchasing surveys and compiles statistical reports for allocation reports. The MFMP Administrator also reviews and approves all purchase requisitions, provides in-house training, and is solely responsible for creating user profiles and passwords.

COL A93 SCH VIIIIB-2 REDUCTIONS		CODES
POS	AMOUNT	
BUSINESS/PROFESSIONAL REG		79000000
PGM: OFFICE/SEC & ADMIN		79010000
<u>EXECUTIVE DIR/SUPPORT SVCS</u>		79010200
GOV OPERATIONS/SUPPORT		16
<u>EXEC LEADERSHIP/SUPPRT SVC</u>		<u>1602.00.00.00</u>
PROGRAM REDUCTIONS		33V0000
REDUCE STAFF IN THE DIVISION OF ADMINISTRATION AND FINANCIAL MANAGEMENT'S BUREAU OF AGENCY SERVICES		33V1790

Eliminating the MFMP Administrator position would be a significant impact to the department in the delivery and quality of services to employees and managers who rely on the MFMP Program Administrator. The department only has one MFMP Administrator position which provides services to the entire agency.

The department's Bureau of Agency Services provides administrative support to all divisions. The budget allocated to the bureau is primarily allotted into three categories: Salaries and Benefits, Expenses and Contracted Services. The majority of the Expense budget is used for rent and telephone expenses with the remaining going to office supplies, copying and small miscellaneous expense items. Some expense items could be reduced by cutting back on office supplies and copies; however, the only way to make a significant reduction is through the elimination of FTE positions.

The elimination of the three (3.00) positions mentioned above would create a significant adverse impact on the Bureau of Agency Services and all of the divisions in the department.

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POSITION DETAIL OF SALARIES AND BENEFITS:

	FTE	BASE RATE	ADDITIVES	BENEFITS	SUBTOTAL	LAPSE %	LAPSED SALARIES AND BENEFITS
A93 - SCH VIIIIB-2 REDUCTIONS							
CHANGES TO CURRENTLY AUTHORIZED POSITIONS							
0815 PURCHASING AGENT III							
R5004 001	1.00-	36,535-		22,299-	58,834-	0.00	58,834-
0830 PURCHASING ANALYST							
R5005 001	1.00-	47,092-		25,762-	72,854-	0.00	72,854-
2239 OPERATIONS REVIEW SPECIALIST							
R5003 001	1.00-	51,539-		29,208-	80,747-	0.00	80,747-
-----							
TOTALS FOR ISSUE BY FUND							
2021 ADMINISTRATIVE TRUST FUND							212,435-
	3.00-	135,166-		77,269-	212,435-		212,435-
	=====	=====	=====	=====	=====		=====

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COL A93		
SCH VIIIIB-2		
REDUCTIONS		
POS	AMOUNT	CODES
BUSINESS/PROFESSIONAL REG		79000000
PGM: OFFICE/SEC & ADMIN		79010000
<u>EXECUTIVE DIR/SUPPORT SVCS</u>		79010200
GOV OPERATIONS/SUPPORT		16
<u>EXEC LEADERSHIP/SUPPRT SVC</u>		<u>1602.00.00.00</u>
STATE FUNDING REDUCTIONS		3300000
REDUCE EXPENDITURES IN THE BUREAU		
OF AGENCY SERVICES/DIVISION OF		
ADMINISTRATION - DIRECT CHARGE FOR		
MAIL SERVICES		3300160
SPECIAL CATEGORIES		100000
CONTRACTED SERVICES		100777
ADMINISTRATIVE TRUST FUND -STATE	45,270-	2021 1

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AGENCY ISSUE NARRATIVE:  
 SCH VIIIIB-2 NARR 18-19 NARRATIVE: IT COMPONENT? NO  
 Priority #16

The Department of Business and Professional Regulation (department), Division of Administration and Financial Management (division), Bureau of Agency Services proposes to reduce \$45,270 in budget authority in the Contracted Services appropriation category. Currently, bulk mail services, such as fold/sort/insert for license and renewal notices, are provided by an outside vendor and charged to the Division of Administration and Financial Management. The services could be charged directly to the benefiting division or organizational unit instead of the Division of Administration and Financial Management. The impact of this reduction could be significant to the affected divisions if they are unable to absorb the entire portion of their mail services costs.

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REDUCE OTHER PERSONAL SERVICES		
(OPS) IN THE OFFICE OF THE GENERAL		
COUNSEL		3300400
OTHER PERSONAL SERVICES		030000
ADMINISTRATIVE TRUST FUND -STATE	410,394-	2021 1

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AGENCY ISSUE NARRATIVE:  
 SCH VIIIIB-2 NARR 18-19 NARRATIVE: IT COMPONENT? NO  
 Priority #46

The Department of Business and Professional Regulation (department), Office of the General Counsel (OGC) proposes a \$410,394 reduction in the Other Personal Services (OPS) appropriation category. The volume and complexity of the workload

COL A93		
SCH VIIIIB-2		
REDUCTIONS		
POS	AMOUNT	CODES
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BUSINESS/PROFESSIONAL REG		79000000
PGM: OFFICE/SEC & ADMIN		79010000
<u>EXECUTIVE DIR/SUPPORT SVCS</u>		79010200
GOV OPERATIONS/SUPPORT		16
<u>EXEC LEADERSHIP/SUPPRT SVC</u>		<u>1602.00.00.00</u>
STATE FUNDING REDUCTIONS		3300000
REDUCE OTHER PERSONAL SERVICES		
(OPS) IN THE OFFICE OF THE GENERAL		
COUNSEL		3300400

within the OGC is significant. While it can be expected that there will be heavy caseloads per attorney in each fiscal year, it cannot always be predicted as to which practice units will experience a spike in volume or high exposure cases. The efficient and effective prosecution of the caseload is highly dependent upon OPS employees, including attorneys, administrative staff, and law clerks. The majority of OPS personnel are law school students who perform work that would otherwise have to be done by OGC attorneys. A reduction of \$410,394 in OGC's OPS budget will significantly increase the workload of the remaining FTE positions and hamper the office's ability to provide quality legal services to the department. Additionally, legal fees, expert witness fees, training fees and court reporter fees will be impacted creating a shortfall of resources to support the OGC's cases.

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REDUCE GENERAL REVENUE FUNDING FOR		
THE DIVISION OF ALCOHOLIC BEVERAGES		
AND TOBACCO'S LEGAL COSTS IN THE		
OFFICE OF THE GENERAL COUNSEL		3301040
OTHER PERSONAL SERVICES		030000
GENERAL REVENUE FUND	-STATE	486-
		1000 1

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AGENCY ISSUE NARRATIVE:  
 SCH VIIIIB-2 NARR 18-19 NARRATIVE:  
 Priority #1

IT COMPONENT? NO

The Department of Business and Professional Regulation (department), Office of the General Counsel (OGC) proposes a reduction of \$486 in the General Revenue Other Personal Services (OPS) appropriation category. The OGC is currently funded \$350,000 in nonrecurring OPS budget authority for tax litigation costs related to the Division of Alcoholic Beverages and Tobacco's other tobacco products tax cases. Costs include compensation to the Office of the Attorney General for legal services, e-discovery services, and public record costs.

A health insurance adjustment of \$486 was appropriated on a recurring basis in Fiscal Year 2017-18. Given that the \$350,000 is nonrecurring, the \$486 should be removed from the base budget.

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COL A93		
SCH VIIIIB-2		
REDUCTIONS		
POS	AMOUNT	CODES
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BUSINESS/PROFESSIONAL REG		79000000
PGM: OFFICE/SEC & ADMIN		79010000
<u>EXECUTIVE DIR/SUPPORT SVCS</u>		79010200
GOV OPERATIONS/SUPPORT		16
<u>EXEC LEADERSHIP/SUPPRT SVC</u>		<u>1602.00.00.00</u>
TOTAL: EXEC LEADERSHIP/SUPPRT SVC		<u>1602.00.00.00</u>
BY FUND TYPE		
GENERAL REVENUE FUND	486-	1000
TRUST FUNDS	1,124,455-	2000
-----		
TOTAL POSITIONS.....	11.00-	
TOTAL PROG COMP.....	1,124,941-	
TOTAL SALARY RATE.....	458,600-	
=====		
<u>INFORMATION TECHNOLOGY</u>		79010300
GOV OPERATIONS/SUPPORT		16
<u>INFORMATION TECHNOLOGY</u>		<u>1603.00.00.00</u>
STATE FUNDING REDUCTIONS		3300000
REDUCE CONTRACTED SERVICES		
EXPENDITURES IN THE DIVISION		
OF INFORMATION TECHNOLOGY		3300270
SPECIAL CATEGORIES		100000
CONTRACTED SERVICES		100777
ADMINISTRATIVE TRUST FUND -STATE	842,269-	2021 1
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AGENCY ISSUE NARRATIVE:  
 SCH VIIIIB-2 NARR 18-19 NARRATIVE:  
 Priority #30

IT COMPONENT? YES

The Department of Business and Professional Regulation (department), Division of Technology (division) proposes a \$842,269 reduction in the Contracted Services appropriations category. The division has recurring costs in the Contracted Services Special Category for maintenance of technology hardware, infrastructure, software, and consulting services. For Fiscal Year 2017-18, a recurring \$2,209,565 of the Division of Technology's \$2,420,911 Contracted Services appropriation is obligated for the above-mentioned services necessary to the business needs of the department for technology related contractual services that arise throughout the year.

To enable the department to be successful in its mission to license efficiently and regulate fairly, continuous improvements are required to core technology systems and services. Historically, the funds in this category have been critical in the ability to support required upgrades and enhancements to the department's Call Center Services, Document Management Services, Online Services and numerous custom solutions. In addition, the funds in this category are also used to pay for budget shortages in the state data center's special categories.

COL A93		
SCH VIIIIB-2		
REDUCTIONS		
POS	AMOUNT	CODES
BUSINESS/PROFESSIONAL REG		79000000
PGM: OFFICE/SEC & ADMIN		79010000
<u>INFORMATION TECHNOLOGY</u>		79010300
GOV OPERATIONS/SUPPORT		16
<u>INFORMATION TECHNOLOGY</u>		<u>1603.00.00.00</u>
STATE FUNDING REDUCTIONS		3300000
REDUCE CONTRACTED SERVICES		
EXPENDITURES IN THE DIVISION		
OF INFORMATION TECHNOLOGY		3300270

If this 10% reduction is realized in Fiscal Year 2018-19, and there is a need for additional technology projects or substantial changes to existing services within the department, this funding reduction would severely increase the division's workload and would dramatically decrease the division's ability to service its customers, both internal (other DBPR Divisions) and external (licensees and the public).

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REDUCE GENERAL REVENUE FUNDING FOR		
THE FLORIDA BUSINESS INFORMATION		
PORTAL		3301030
SPECIAL CATEGORIES		100000
FLA BUSINESS INFO PORTAL		100790
GENERAL REVENUE FUND	-STATE	40,237-
		=====
		1000 1

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AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 18-19 NARRATIVE:  
 Priority #19

IT COMPONENT? YES

The Department of Business and Professional Regulation (department), Division of Information Technology (division) proposes a reduction of \$40,237 in the Florida Business Information Portal (portal) appropriation category within the Business Application Development and Support Section.

Senate Bill 2506-A directed the department to collaborate with certain state agencies (AHCA, DOACS, DEO, DEP, DFS, DOH, DHSMV, Lottery, DMS, DOR, DOS and FWC) to implement the business portal.

Line item 2006, of the Fiscal Year 2017-18 General Appropriations Act provided \$197,236 in the special appropriations category to cover ongoing contracted services, maintenance on technology software applications, consulting services and hosting services to support and maintain the business portal.

The proposed reduction of \$40,237 in the Florida Business Information Portal special category could significantly impact the ability to maintain the business portal. The current amount of funds provided to the business portal does not include any unforeseen resources that may require additional funds. The department has completed the implementation of the business portal but the annual recurring costs to support the business portal are not decisively established. If this 10% reduction is realized in Fiscal Year 2018-19, the reduction may impede the department's ability to pay for the ongoing

COL A93		
SCH VIIIIB-2		
REDUCTIONS		
POS	AMOUNT	CODES
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BUSINESS/PROFESSIONAL REG		79000000
PGM: OFFICE/SEC & ADMIN		79010000
<u>INFORMATION TECHNOLOGY</u>		79010300
GOV OPERATIONS/SUPPORT		16
<u>INFORMATION TECHNOLOGY</u>		<u>1603.00.00.00</u>
STATE FUNDING REDUCTIONS		3300000
REDUCE GENERAL REVENUE FUNDING FOR		
THE FLORIDA BUSINESS INFORMATION		
PORTAL		3301030
<p>services to host the portal. Consequently, the State of Florida licensees and the general public would be impacted.</p> <p>*****</p>		
TOTAL: INFORMATION TECHNOLOGY		<u>1603.00.00.00</u>
BY FUND TYPE		
GENERAL REVENUE FUND	40,237-	1000
TRUST FUNDS	842,269-	2000
	-----	
TOTAL PROG COMP.....	882,506-	
	=====	
PRG: SERVICE OPERATION		79040000
<u>CUSTOMER CONTACT CENTER</u>		79040100
PUBLIC PROTECTION		12
<u>REGULATION AND LICENSING</u>		<u>1204.00.00.00</u>
PROGRAM REDUCTIONS		33V0000
REDUCE STAFF IN THE CUSTOMER		
CONTACT CENTER		33V1810
SALARY RATE		000000
SALARY RATE.....	204,786-	
	=====	
SALARIES AND BENEFITS		010000
	6.50-	
ADMINISTRATIVE TRUST FUND -STATE	287,170-	2021 1
	=====	
OTHER PERSONAL SERVICES		030000
ADMINISTRATIVE TRUST FUND -STATE	232,713-	2021 1
	=====	
EXPENSES		040000
ADMINISTRATIVE TRUST FUND -STATE	13,533-	2021 1
	=====	

COL A93		
SCH VIIIIB-2		
REDUCTIONS		
POS	AMOUNT	CODES
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BUSINESS/PROFESSIONAL REG		79000000
PRG: SERVICE OPERATION		79040000
<u>CUSTOMER CONTACT CENTER</u>		79040100
PUBLIC PROTECTION		12
<u>REGULATION AND LICENSING</u>		<u>1204.00.00.00</u>
PROGRAM REDUCTIONS		33V0000
REDUCE STAFF IN THE CUSTOMER		
CONTACT CENTER		33V1810
TOTAL: REDUCE STAFF IN THE CUSTOMER		33V1810
CONTACT CENTER		
TOTAL POSITIONS.....	6.50-	
TOTAL ISSUE.....	533,416-	
TOTAL SALARY RATE.....	204,786-	
	=====	

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AGENCY ISSUE NARRATIVE:  
 SCH VIIIIB-2 NARR 18-19 NARRATIVE:  
 Priority #54

IT COMPONENT? NO

The Department of Business and Professional Regulation (department), Division of Service Operations, Customer Contact Center (CCC) proposes a reduction of 6.5 positions and \$533,416 in budget authority.

The proposed reduction includes the following:

- \* 0.50 FTE Regulatory Specialist I
- \* 1.00 FTE Regulatory Specialist I (call agent)
- \* 1.00 Regulatory Specialist III
- \* 4.00 FTE Regulatory Consultant
- \* 10.50 Other Personal Service (OPS) Regulatory Specialist I positions (call agents)
- \* \$287,170 in Salaries and Benefits budget authority
- \* \$232,713 in OPS budget authority (CCC's entire OPS appropriation)
- \* \$13,533 in Expense budget authority

The CCC serves as the primary and centralized source of interaction with DBPR's core constituents: licensees, applicants and the general public. The CCC currently serves 32 boards and commissions, the Division of Alcoholic Beverages and Tobacco, the Division of Hotels and Restaurants, the Division of Pari-Mutual wagering, the Division of Professions, the Division of Real Estate, and the Division of Regulation. The CCC provides the public and licensees with information on license requirements, application fees, renewal fees, continuing education, exam dates, exam fees and assists with

COL A93		
SCH VIIIIB-2		
REDUCTIONS		
POS	AMOUNT	CODES
-----		
BUSINESS/PROFESSIONAL REG		79000000
PRG: SERVICE OPERATION		79040000
<u>CUSTOMER CONTACT CENTER</u>		79040100
PUBLIC PROTECTION		12
<u>REGULATION AND LICENSING</u>		<u>1204.00.00.00</u>
PROGRAM REDUCTIONS		33V0000
REDUCE STAFF IN THE CUSTOMER		
CONTACT CENTER		33V1810

on-line services. The CCC plays a vital role in assisting existing businesses and professionals with the ability to maintain their licenses as well as providing new businesses the proper information and tools to enter the workforce quickly.

Elimination of 10.5 OPS and 1.0 FTE Call Center Agents

In Fiscal Year 2016-17, the CCC received over 1.2 million telephone calls of which 617,473 sought the help of call agents for assistance with questions and/or payments. The current requirement is for all call agents to answer nine (9) calls per hour. Eliminating the 10.5 OPS and one (1.00) FTE call agent positions would result in an increased abandoned calls rate because the remaining Call Center will have to absorb over 180,000 calls received from customers.

The current answer rate is 97.29% and the average call wait time is 1 minute 2 seconds. Reducing the number of Call Center agents will decrease the call answer rate to 70% and significantly increase the average call wait time. The projected increase in call wait time will have an associated increase to the abandon call rate, thereby diminishing the level of service we provide to our customers.

Elimination of 1 Regulatory Specialist III - Email Unit

In Fiscal Year 2016-17, the CCC received 92,512 emails. The current requirement for Call Center E-Mailers is to respond to 11 e-mails per hour. The proposed elimination of one (1) Regulatory Specialist III (E-Mailer) position will result in an increased e-mail response time because the remaining e-mail staff and Team Leads will have to absorb the responsibility of responding to 20,394 e-mails. Additionally, the proposed reduction of one (1) Regulatory Consultant will result in fewer subject matter experts available to assist and guide call agents when responding to the more complex calls.

Elimination of 3 Regulatory Consultants - Quality Assurance

This reduction will eliminate three (3) Regulatory Consultants who are responsible for the quality assurance reviews and measures for the CCC. The Quality Assurance Team conducts quality reviews on the department's customer calls and email responses. The reviews are measured and are used to track the performance quality of the individuals, teams and units within the CCC. The scores reported are used for performance evaluations and are reported on the department's Dashboard. These reviews also track trends and training needs across the division. In Fiscal Year 2016-17, the Quality Assurance team conducted 17,858 call reviews and 2,716 email reviews providing an average quality score for the CCC of 98%. By eliminating the quality assurance program, the division will not have the resources to continue conducting quality assurance reviews for the CCC. Without this measure there will be a negative impact to the customer service provided.

Elimination of 1 Regulatory Consultant - Call Agent Assistance

The impact of the elimination of the Regulatory Consultant position will result in fewer subject matter experts being available to assist and guide agents when responding to difficult calls. Regulatory Consultants also assist by answering calls from the public during busy times and responding to customer emails. The CCC received 92,512 emails in Fiscal Year 2016-17. Eliminating this position will have a negative impact on our response time to difficult calls and e-mails.

COL A93 SCH VIIIIB-2 REDUCTIONS		CODES
POS	AMOUNT	
BUSINESS/PROFESSIONAL REG		79000000
PRG: SERVICE OPERATION		79040000
<u>CUSTOMER CONTACT CENTER</u>		79040100
PUBLIC PROTECTION		12
<u>REGULATION AND LICENSING</u>		<u>1204.00.00.00</u>
PROGRAM REDUCTIONS		33V0000
REDUCE STAFF IN THE CUSTOMER CONTACT CENTER		33V1810

Elimination of .050 Regulatory Specialist - Customer Satisfaction Surveyor  
 The Customer Satisfaction Survey will be impacted by eliminating the half time Regulatory Specialist I survey position.  
 In order to improve customer service, the division conducts daily random customer satisfaction surveys to callers who  
 have previously contacted the CCC and applicants who have submitted an application to Bureau of Central Intake for  
 processing. This process is in place to look at ways to improve the services the department provides to its customers.  
 The customer satisfaction rate for Fiscal Year 2016-17 was 97%. Eliminating this halftime position will reduce the amount  
 of surveys conducted for the division.

The overall proposed reductions will impact the workload of other divisions and business units within the department.  
 When customers are not able to contact the CCC to get their questions answered or issues resolved, they will reach out to  
 the individual professional boards and business units.

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 POSITION DETAIL OF SALARIES AND BENEFITS:

	FTE	BASE RATE	ADDITIVES	BENEFITS	SUBTOTAL	LAPSE %	LAPSED SALARIES AND BENEFITS
A93 - SCH VIIIIB-2 REDUCTIONS							
CHANGES TO CURRENTLY AUTHORIZED POSITIONS							
P101 PROPOSED CLASS CODE							
R5013 001	6.50-	204,786-		82,384-	287,170-	0.00	287,170-
TOTALS FOR ISSUE BY FUND							
2021 ADMINISTRATIVE TRUST FUND							287,170-
	6.50-	204,786-		82,384-	287,170-		287,170-

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COL A93		
SCH VIIIIB-2		
REDUCTIONS		
POS	AMOUNT	CODES
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BUSINESS/PROFESSIONAL REG		79000000
PRG: SERVICE OPERATION		79040000
<u>CUSTOMER CONTACT CENTER</u>		79040100
PUBLIC PROTECTION		12
<u>REGULATION AND LICENSING</u>		<u>1204.00.00.00</u>
TOTAL: REGULATION AND LICENSING		<u>1204.00.00.00</u>
BY FUND TYPE		
	6.50-	
TRUST FUNDS.....	533,416-	2000
SALARY RATE.....	204,786-	
	=====	
<u>CENTRAL INTAKE</u>		79040200
PUBLIC PROTECTION		12
<u>REGULATION AND LICENSING</u>		<u>1204.00.00.00</u>
PROGRAM REDUCTIONS		33V0000
REDUCE APPLICATION PROCESSING STAFF		
IN THE CENTRAL INTAKE UNIT		33V1820
SALARY RATE		000000
SALARY RATE.....	196,019-	
	=====	
SALARIES AND BENEFITS		010000
	6.50-	
ADMINISTRATIVE TRUST FUND -STATE	305,776-	2021 1
	=====	
OTHER PERSONAL SERVICES		030000
ADMINISTRATIVE TRUST FUND -STATE	430,235-	2021 1
	=====	
EXPENSES		040000
ADMINISTRATIVE TRUST FUND -STATE	13,533-	2021 1
	=====	
TOTAL: REDUCE APPLICATION PROCESSING STAFF		33V1820
IN THE CENTRAL INTAKE UNIT		
TOTAL POSITIONS.....	6.50-	
TOTAL ISSUE.....	749,544-	
TOTAL SALARY RATE.....	196,019-	
	=====	

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AGENCY ISSUE NARRATIVE:  
 SCH VIIIIB-2 NARR 18-19 NARRATIVE:  
 Priority #55

IT COMPONENT? NO

COL A93		
SCH VIIIB-2		
REDUCTIONS		
POS	AMOUNT	CODES
BUSINESS/PROFESSIONAL REG		79000000
PRG: SERVICE OPERATION		79040000
<u>CENTRAL INTAKE</u>		79040200
PUBLIC PROTECTION		12
<u>REGULATION AND LICENSING</u>		<u>1204.00.00.00</u>
PROGRAM REDUCTIONS		33V0000
REDUCE APPLICATION PROCESSING STAFF		
IN THE CENTRAL INTAKE UNIT		33V1820

The Department of Business and Professional Regulation (department), Division of Service Operations, Bureau of Central Intake and Licensure (BCIL) proposes a reduction of 6.5 positions and \$749,544 in budget authority.

The proposed reduction includes the following:

- \* 1.00 FTE Senior Management Analyst Supervisor SES
- \* 3.00 FTE Regulatory Consultants
- \* 1.00 FTE Regulatory Specialist III
- \* 1.00 FTE Regulatory Specialist II
- \* 0.50 FTE Regulatory Specialist II
- \* 14 Other Personal Services (OPS) positions
- \* \$305,776 in Salaries and Benefits budget authority
- \* \$430,235 in OPS budget authority ( BCIL's entire OPS appropriation
- \* \$13,533 Expense budget authority

The BCIL is the one-stop shop solution for the intake of licensure applications and payments into the department. The BCIL is comprised of the mail intake and scan unit, the revenue unit, the application processing unit, the escalation research and records unit and the quality assurance unit.

Eliminate 6 OPS Positions and 1 Regulatory Specialist I from the Mail Intake and Scan Unit  
 The Mail Intake and Scan Unit is a centralized unit charged with receiving and scanning the department's daily mail for 30 different professional boards, commissions, and business units. There are 14 staff members and a supervisor assigned to the Mail Intake and Scan Unit and of that number; six (6) are OPS employees. The Mail Intake staff plays a critical role in the daily preparation of applications for review. Every day, the staff is responsible for receiving and opening the mail and accurately scanning each document received by the department. In Fiscal year 2016-17, the Mail Intake Unit received and scanned 272,957 documents. As a result of the proposed reduction, the Mail Intake and Scan Unit would incur a staff reduction of six (6) OPS positions and one (1.00) Regulatory Specialist I. This reduction in staff will significantly reduce the effectiveness of the Intake Services Section resulting in delays in opening and distributing mail, and will significantly increase the mail processing time.

COL A93		
SCH VIIIB-2		
REDUCTIONS		
POS	AMOUNT	CODES
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BUSINESS/PROFESSIONAL REG		79000000
PRG: SERVICE OPERATION		79040000
<u>CENTRAL INTAKE</u>		79040200
PUBLIC PROTECTION		12
<u>REGULATION AND LICENSING</u>		<u>1204.00.00.00</u>
PROGRAM REDUCTIONS		33V0000
REDUCE APPLICATION PROCESSING STAFF		
IN THE CENTRAL INTAKE UNIT		33V1820

Eliminate 8 OPS Application Processors in the License Operation Unit

The License Operations Unit is charged with processing licensure applications received by the Bureau for 26 professions regulated by the department. Within the unit there are six (6) application processing teams. There are fifty-six members and six (6) supervisors assigned to the License Operation Unit. In Fiscal Year 2016-17, the License Operations Unit, processed 359,483 applications. The average time to process an application from being received in the mail Intake Unit through the License Operations Unit was 4.61 days.

Since 2012, there has been a consistent increase in the number of applications received and processed. The volume of initial applications has increased 50.11% from an average of 7,122 per month in Fiscal Year 2011-12 to an average of 10,691 per month in Fiscal Year 2016-17. The department anticipates this trend to continue as the economy continues to grow. The elimination of eight (8) OPS positions will have a direct impact on application processing times and the resulting delays will have a significant impact on the time it takes for professionals to become licensed and open businesses in Florida.

Eliminate 0.50 Regulatory Specialist II in the Licensure Renewal Notices Unit

The License and Renewal Notices Unit is responsible for the mailing of all professional licenses issued by the department, and is responsible for the system configuration and mailing of license renewals for the majority of the department's licensees. The License and Renewal Notices Unit mails 322,613 licenses annually and manages the renewals for 991,505 licenses. There are 4.5 staff members and one (1.00) supervisor assigned to the License and Renewal Notices Unit. Based on the budget reduction exercise, a .50 Regulatory Specialist II position will be eliminated from this unit. This represents an 11% reduction in total staff hours and will eliminate the Returned Mail Program that attempts to re-mail and update the addresses of license holders and applicants that have had their correspondences, renewal notices, and licenses returned to the department due to having an incorrect mailing address.

Eliminate 1 Regulatory Specialist III

The Escalation Research and Records Unit is responsible for resolving complex consumer inquiries that are escalated from the Customer Contact Center as well as providing documentation for public records requests. In Fiscal Year 2016-17, the unit resolved 9,796 escalated cases in an average of 1.48 days. There are eleven (11.00) staff members and one (1) supervisor assigned to the Escalation Research and Records Unit. The elimination of one (1.00) Regulatory Specialist III position from this unit will result in an increase in the time it takes to resolve escalated customer inquiries and public record request response times.

Eliminate 1 Senior Management Supervisor and 3 Regulatory Consultants from the Quality Assurance Unit

The Quality Assurance (QA) team conducts quality reviews on the division's production. The reviews are measured and are used to track the performance quality of the individuals, teams, and units within the BCIL. The scores reported are used for performance evaluations and are reported on the department's Dashboard. These reviews also track trends and training needs across the division. Last Fiscal Year, the QA team conducted 13,326 quality reviews providing an average quality score for the BCIL of 99%. This reduction will eliminate the QA Manager and three (3.00) Regulatory Consultants thereby

COL A93 SCH VIIIB-2 REDUCTIONS		CODES
POS	AMOUNT	
BUSINESS/PROFESSIONAL REG		79000000
PRG: SERVICE OPERATION		79040000
<u>CENTRAL INTAKE</u>		79040200
PUBLIC PROTECTION		12
<u>REGULATION AND LICENSING</u>		<u>1204.00.00.00</u>
PROGRAM REDUCTIONS		33V0000
REDUCE APPLICATION PROCESSING STAFF IN THE CENTRAL INTAKE UNIT		33V1820

eliminating BCIL's QA program. Without this program, the department will not have the resources to continue conducting QA reviews for the BCIL.

In addition to the division's impact to agency customers and operations, other department programs will be impacted by the elimination of 20.5 (6.5 FTE and 14 OPS) positions in the BCIL. The BCIL provides operational support to DBPR's professional boards and business units through the intake of mail, revenue processing and application processing. These entities include: the Division of Alcoholic Beverages and Tobacco; the Division of Certified Public Accounting; the Division of Condominiums, Time Share and Mobile Homes; The Division of Drugs Devices and Cosmetics; The Division of Hotels and Restaurants; The Division of Pari-Mutuel Wagering; the Division of Professions; the Division of Real Estate, the Boxing Commission and the Division of Regulation.

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POSITION DETAIL OF SALARIES AND BENEFITS:

	FTE	BASE RATE	ADDITIVES	BENEFITS	SUBTOTAL	LAPSE %	LAPSED SALARIES AND BENEFITS
A93 - SCH VIIIB-2 REDUCTIONS							
CHANGES TO CURRENTLY AUTHORIZED POSITIONS							
P101 PROPOSED CLASS CODE							
R5014 001	6.50-	196,019-		109,757-	305,776-	0.00	305,776-
TOTALS FOR ISSUE BY FUND							
2021 ADMINISTRATIVE TRUST FUND							305,776-
	6.50-	196,019-		109,757-	305,776-		305,776-

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TOTAL: REGULATION AND LICENSING							<u>1204.00.00.00</u>
BY FUND TYPE							
TRUST FUNDS.....	6.50-	749,544-					2000
SALARY RATE.....	196,019-						
	=====						

COL A93		
SCH VIIIIB-2		
REDUCTIONS		
POS	AMOUNT	CODES
-----		
BUSINESS/PROFESSIONAL REG		79000000
PGM: PROFESSIONAL REG		79050000
<u>COMPLIANCE AND ENFORCEMENT</u>		79050100
PUBLIC PROTECTION		12
<u>REGULATION AND LICENSING</u>		<u>1204.00.00.00</u>
PROGRAM REDUCTIONS		33V0000
REDUCE REAL ESTATE LEGAL STAFF		33V0210
SALARY RATE		000000
SALARY RATE.....	110,659-	
	=====	
SALARIES AND BENEFITS		010000
	3.00-	
PROFESSIONAL REGULATION TF-STATE	157,807-	2547 1
	=====	
EXPENSES		040000
PROFESSIONAL REGULATION TF-STATE	6,042-	2547 1
	=====	
TOTAL: REDUCE REAL ESTATE LEGAL STAFF		33V0210
TOTAL POSITIONS.....	3.00-	
TOTAL ISSUE.....	163,849-	
TOTAL SALARY RATE.....	110,659-	
	=====	

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AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 18-19 NARRATIVE:  
 PRIORITY #48

IT COMPONENT? NO

The Department of Business and Professional Regulation, Division of Real Estate (division) Legal Unit proposes a reduction of three (3) full time positions and \$163,849 in related budget authority.

This reduction includes the elimination of an Attorney position that is responsible for performing administrative prosecution of violations for Community Association Managers (CAMs). There are currently only two attorneys prosecuting cases for CAMs. Eliminating this position would have an adverse impact on the remaining attorney who would have to assume the additional responsibilities of an increased workload. This would result in slowing down the prosecution of these type cases.

Additionally, this reduction includes the elimination of an Administrative Assistant I and Administrative Assistant II position that provide administrative support to the Florida Real Estate Commission (FREC) and Florida Real Estate Appraisal Board (FREAB) and assist a Supervising Senior Attorney, Senior Attorney, Attorney and OPS law clerk. Additionally, these positions provide support to the FREC and FREAB units before the Division of Administrative Hearings, Circuit Court and informal hearings. Eliminating these three positions would have an adverse impact on the remaining assistants and attorneys, as they would be required to assume the additional responsibilities of an increased workload. In addition, the regulation of the appraisal profession is subject to federal oversight. Increasing the workload of the

COL A93 SCH VIIIIB-2 REDUCTIONS		CODES
POS	AMOUNT	
BUSINESS/PROFESSIONAL REG		79000000
PGM: PROFESSIONAL REG		79050000
<u>COMPLIANCE AND ENFORCEMENT</u>		79050100
PUBLIC PROTECTION		12
<u>REGULATION AND LICENSING</u>		<u>1204.00.00.00</u>
PROGRAM REDUCTIONS		33V0000
REDUCE REAL ESTATE LEGAL STAFF		33V0210

attorneys and support staff would slow the prosecution of cases, which may cause the division to be in non-compliance with federal regulations.

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POSITION DETAIL OF SALARIES AND BENEFITS:

	FTE	BASE RATE	ADDITIVES	BENEFITS	SUBTOTAL	LAPSE %	LAPSED SALARIES AND BENEFITS
A93 - SCH VIIIIB-2 REDUCTIONS							
CHANGES TO CURRENTLY AUTHORIZED POSITIONS							
0709 ADMINISTRATIVE ASSISTANT I							
R0007 002	1.00-	26,977-		4,201-	31,178-	0.00	31,178-
0712 ADMINISTRATIVE ASSISTANT II							
R0008 002	1.00-	30,857-		21,415-	52,272-	0.00	52,272-
7738 SENIOR ATTORNEY							
R0009 002	1.00-	52,825-		21,532-	74,357-	0.00	74,357-
-----							
TOTALS FOR ISSUE BY FUND							
2547 PROFESSIONAL REGULATION TF							157,807-
	3.00-	110,659-		47,148-	157,807-		157,807-
	=====	=====	=====	=====	=====		=====

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REDUCE CERTIFIED PUBLIC ACCOUNTING		
LEGAL STAFF		33V0220
SALARY RATE		000000
SALARY RATE.....	30,857-	
	=====	

COL A93		
SCH VIIIIB-2		
REDUCTIONS		
POS	AMOUNT	CODES
		79000000
BUSINESS/PROFESSIONAL REG		79050000
PGM: PROFESSIONAL REG		79050100
<u>COMPLIANCE AND ENFORCEMENT</u>		12
PUBLIC PROTECTION		<u>1204.00.00.00</u>
<u>REGULATION AND LICENSING</u>		33V0000
PROGRAM REDUCTIONS		
REDUCE CERTIFIED PUBLIC ACCOUNTING		
LEGAL STAFF		33V0220
SALARIES AND BENEFITS		010000
	1.00-	
PROFESSIONAL REGULATION TF-STATE	52,272-	2547 1
	=====	
TOTAL: REDUCE CERTIFIED PUBLIC ACCOUNTING		33V0220
LEGAL STAFF		
TOTAL POSITIONS.....	1.00-	
TOTAL ISSUE.....	52,272-	
TOTAL SALARY RATE.....	30,857-	
	=====	

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AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 18-19 NARRATIVE:  
 PRIORITY #47

IT COMPONENT? NO

The Department of Business and Professional Regulation, Division of Certified Public Accounting (division) Legal Unit proposes a reduction of one Administrative Assistant position and \$52,272 in related budget authority. The Administrative Assistant is the only support staff for the division's Legal Unit and is responsible for preparing agendas for board and probable cause meetings as well as other daily administrative tasks.

The elimination of this position would not only increase the workload for the attorneys but also the support staff in other legal units (specifically the professions legal unit) and the division. In addition, the elimination of this position would delay the division's Legal Unit's ability to prosecute cases in a timely and efficient manner.

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POSITION DETAIL OF SALARIES AND BENEFITS:

	FTE	BASE RATE	ADDITIVES	BENEFITS	SUBTOTAL	LAPSE %	LAPSED SALARIES AND BENEFITS
A93 - SCH VIIIIB-2 REDUCTIONS							
CHANGES TO CURRENTLY AUTHORIZED POSITIONS							
0712 ADMINISTRATIVE ASSISTANT II							
R0006 002	1.00-	30,857-		21,415-	52,272-	0.00	52,272-

COL A93 SCH VIIIIB-2 REDUCTIONS		CODES
POS	AMOUNT	
BUSINESS/PROFESSIONAL REG		79000000
PGM: PROFESSIONAL REG		79050000
<u>COMPLIANCE AND ENFORCEMENT</u>		79050100
PUBLIC PROTECTION		12
<u>REGULATION AND LICENSING</u>		<u>1204.00.00.00</u>
PROGRAM REDUCTIONS		33V0000
REDUCE CERTIFIED PUBLIC ACCOUNTING		
LEGAL STAFF		33V0220

POSITION DETAIL OF SALARIES AND BENEFITS:

	FTE	BASE RATE	ADDITIVES	BENEFITS	SUBTOTAL	LAPSE %	LAPSED SALARIES AND BENEFITS
A93 - SCH VIIIIB-2 REDUCTIONS							
CHANGES TO CURRENTLY AUTHORIZED POSITIONS							
TOTALS FOR ISSUE BY FUND							
2547 PROFESSIONAL REGULATION TF							52,272-
	1.00-	30,857-		21,415-	52,272-		52,272-

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REDUCE ADMINISTRATIVE STAFF IN THE DIVISION OF REAL ESTATE							33V1850
SALARY RATE							000000
SALARY RATE.....	106,088-						
	=====						
SALARIES AND BENEFITS							010000
PROFESSIONAL REGULATION TF-STATE	2.50-	157,109-					2547 1
	=====						
EXPENSES							040000
PROFESSIONAL REGULATION TF-STATE		5,052-					2547 1
	=====						
TOTAL: REDUCE ADMINISTRATIVE STAFF IN THE DIVISION OF REAL ESTATE							33V1850
TOTAL POSITIONS.....	2.50-						
TOTAL ISSUE.....		162,161-					
TOTAL SALARY RATE.....	106,088-						
	=====						



COL A93		
SCH VIIIIB-2		
REDUCTIONS		
POS	AMOUNT	CODES
BUSINESS/PROFESSIONAL REG		79000000
PGM: PROFESSIONAL REG		79050000
<u>COMPLIANCE AND ENFORCEMENT</u>		79050100
PUBLIC PROTECTION		12
<u>REGULATION AND LICENSING</u>		<u>1204.00.00.00</u>
PROGRAM REDUCTIONS		33V0000
REDUCE ADMINISTRATIVE STAFF IN THE		
DIVISION OF REAL ESTATE		33V1850

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AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 18-19 NARRATIVE:  
 PRIORITY #43

IT COMPONENT? NO

The Department of Business and Professional Regulation, Division of Real Estate (division) proposes a reduction of two (2) full time FTE and one half time (.50) positions and \$162,161 in related budget authority.

This proposed reduction includes the elimination of an Operations Review Specialist position that currently serves as the division's Knowledge Champion and Data Steward. The duties and responsibilities of the Operations Review Specialist position include serving as the liaison between the division and the Division of Information Technology to develop and implement any changes and/or enhancements to OnBase, the LicenseEase database, Portal, and Interactive Voice Response system. This position files and tracks remedy tickets to monitor and ensure corrective actions are implemented; manages project tasks as assigned to achieve successful integration of new technologies; and trains employees on any technology related changes or new programs.

Additionally, this proposed request will eliminate an Administrative Assistant II position whose duties and responsibilities include answering telephone calls from the public regarding consumer real estate complaints and logging all complaints into a database.

Lastly, the division is proposing the elimination of a half-time (.50) Government Analyst I position located in the Director's Office. This position is responsible for monitoring and updating the National Registry of Appraisers for the Appraisal Subcommittee, and assists with appraisal experience audits. This position also works with the Division of Technology, Office of General Counsel, and the Division of Service Operations addressing division issues that have been directed to the Director's Office.

The elimination of these positions will require the splitting of duties between two existing staff members, which would necessitate pay increases for additional duties, and have a significant impact on the Division's operations since there would no longer be one point of contact for the Division's technology related activities.

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COL A93 SCH VIIIB-2 REDUCTIONS		CODES
POS	AMOUNT	
BUSINESS/PROFESSIONAL REG		79000000
PGM: PROFESSIONAL REG		79050000
<u>COMPLIANCE AND ENFORCEMENT</u>		79050100
PUBLIC PROTECTION		12
<u>REGULATION AND LICENSING</u>		<u>1204.00.00.00</u>
PROGRAM REDUCTIONS		33V0000
REDUCE ADMINISTRATIVE STAFF IN THE DIVISION OF REAL ESTATE		33V1850

POSITION DETAIL OF SALARIES AND BENEFITS:

	FTE	BASE RATE	ADDITIVES	BENEFITS	SUBTOTAL	LAPSE %	LAPSED SALARIES AND BENEFITS
A93 - SCH VIIIB-2 REDUCTIONS							
CHANGES TO CURRENTLY AUTHORIZED POSITIONS							
2224 GOVERNMENT ANALYST I							
R0001 002	0.50-	19,004-		11,265-	30,269-	0.00	30,269-
2239 OPERATIONS REVIEW SPECIALIST							
R0005 002	1.00-	43,109-		14,481-	57,590-	0.00	57,590-
0712 ADMINISTRATIVE ASSISTANT II - SES							
R0002 002	1.00-	43,975-		25,275-	69,250-	0.00	69,250-
-----							
TOTALS FOR ISSUE BY FUND							
2547 PROFESSIONAL REGULATION TF							157,109-
	2.50-	106,088-		51,021-	157,109-		157,109-
	=====	=====	=====	=====	=====		=====

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REDUCE INVESTIGATIVE STAFF IN THE DIVISION OF REAL ESTATE							33V1870
SALARY RATE							000000
SALARY RATE.....	65,264-						
	=====						
SALARIES AND BENEFITS							010000
2.00-							
PROFESSIONAL REGULATION TF-STATE	99,804-						2547 1
	=====						



COL A93 SCH VIIIIB-2 REDUCTIONS		CODES
POS	AMOUNT	
BUSINESS/PROFESSIONAL REG		79000000
PGM: PROFESSIONAL REG		79050000
<u>COMPLIANCE AND ENFORCEMENT</u>		79050100
PUBLIC PROTECTION		12
<u>REGULATION AND LICENSING</u>		<u>1204.00.00.00</u>
PROGRAM REDUCTIONS		33V0000
REDUCE INVESTIGATIVE STAFF IN THE DIVISION OF REAL ESTATE		33V1870

POSITION DETAIL OF SALARIES AND BENEFITS:

	FTE	BASE RATE	ADDITIVES	BENEFITS	SUBTOTAL	LAPSE %	LAPSED SALARIES AND BENEFITS
A93 - SCH VIIIIB-2 REDUCTIONS							
CHANGES TO CURRENTLY AUTHORIZED POSITIONS							
0709 ADMINISTRATIVE ASSISTANT I R0004 002	1.00-	28,383-		12,188-	40,571-	0.00	40,571-
8318 INVESTIGATION SPECIALIST II R0003 002	1.00-	35,628-	1,253-	22,352-	59,233-	0.00	59,233-
TOTALS FOR ISSUE BY FUND							
2547 PROFESSIONAL REGULATION TF							99,804-
	2.00-	64,011-	1,253-	34,540-	99,804-		99,804-

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STATE FUNDING REDUCTIONS		3300000
REDUCE UNLICENSED ACTIVITIES		
APPROPRIATION FOR THE DIVISION OF REAL ESTATE		3300150
SPECIAL CATEGORIES		100000
UNLICENSED ACTIVITIES		100399
PROFESSIONAL REGULATION TF-STATE	168,000-	2547 1

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AGENCY ISSUE NARRATIVE:  
 SCH VIIIIB-2 NARR 18-19 NARRATIVE:  
 PRIORITY #23

IT COMPONENT? NO

COL A93		
SCH VIIIB-2		
REDUCTIONS		
POS	AMOUNT	CODES
BUSINESS/PROFESSIONAL REG		79000000
PGM: PROFESSIONAL REG		79050000
<u>COMPLIANCE AND ENFORCEMENT</u>		79050100
PUBLIC PROTECTION		12
<u>REGULATION AND LICENSING</u>		<u>1204.00.00.00</u>
STATE FUNDING REDUCTIONS		3300000
REDUCE UNLICENSED ACTIVITIES		
APPROPRIATION FOR THE DIVISION OF		
REAL ESTATE		3300150

The Department of Business and Professional Regulation, Division of Real Estate (division) proposes a reduction of \$168,000 in the Unlicensed Activities (ULA) appropriation category. ULA is appropriated as a special category in the Professional Regulation Program and is currently allocated to the Divisions of Professions/Florida Engineering Management Corporation, Regulation, and Real Estate. Funding for the appropriation is from a \$5 unlicensed activity fee that is paid by licensees upon licensure and renewal.

The division's Fiscal Year 2017-18 share of the appropriation is \$410,000. Funds are used to hire Other Personal Services (OPS) employees for investigating complaints and seeking out unlicensed activity through sweeps and sting operations, prosecuting, maintaining a toll-free hot line for consumers to report suspected ULA, and for outreach to educate the public on the dangers of hiring unlicensed people in real estate activities. This reduction will include the elimination of two (2) OPS ULA Investigators and one (1) OPS ULA Administrative Assistant.

Any reduction to the Division's Unlicensed Activities appropriation will have a significant negative impact on the effectiveness of the program and Division.

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REDUCE BUDGET AUTHORITY IN THE		
AUCTIONEER RECOVERY FUND		3300240
SPECIAL CATEGORIES		100000
CLAIMS/AUCTION RECOVERY FND		100456
PROFESSIONAL REGULATION TF-STATE	60,000-	2547 1
	=====	

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AGENCY ISSUE NARRATIVE:  
 SCH VIIIB-2 NARR 18-19 NARRATIVE:  
 PRIORITY #5

IT COMPONENT? NO

The Division of Professions proposes a reduction of \$60,000 in the Auctioneer Recovery Fund appropriation Category. Currently, an appropriation of \$106,579 is provided for payment of claims in satisfaction of judgments against an auctioneer or auction business. Paid claims result from a final order directing an offending licensee to pay restitution to a claimant(s). In Fiscal Year 2016-17, \$37,287 was paid to a single claimant. In Fiscal Year 2015-16 there were no payments to claimants from the fund. Claims vary widely from year to year. A reduction in the appropriation will decrease the budget authority available for claims and could cause a delay in payment to a claimant.

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COL A93  
SCH VIIIIB-2  
REDUCTIONS  
POS AMOUNT CODES  
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BUSINESS/PROFESSIONAL REG 79000000  
PGM: PROFESSIONAL REG 79050000  
COMPLIANCE AND ENFORCEMENT 79050100  
PUBLIC PROTECTION 12  
REGULATION AND LICENSING 1204.00.00.00  
STATE FUNDING REDUCTIONS 3300000  
REDUCE OTHER PERSONAL SERVICES  
(OPS) IN THE DIVISION OF REAL  
ESTATE LEGAL UNIT 3300280  
OTHER PERSONAL SERVICES 030000  
  
PROFESSIONAL REGULATION TF-STATE 27,669- 2547 1  
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AGENCY ISSUE NARRATIVE:  
SCH VIIIIB-2 NARR 18-19 NARRATIVE: IT COMPONENT? NO  
PRIORITY #45

The Department of Business and Professional Regulation, Division of Real Estate (division) Legal Unit proposes a reduction of \$27,669 in the Other Personal Services (OPS) appropriation category.

This reduction would eliminate one (1) OPS position which serves in an administrative capacity in the Director's Office. This position is responsible for the division's mail distribution and pick-up; maintaining the division's lease equipment, copiers, mail unit, and shredding schedules. This reduction would have a significant impact to the division.

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REDUCE OTHER PERSONAL SERVICES  
(OPS) STAFF IN THE DIVISION OF  
REAL ESTATE 3300290  
OTHER PERSONAL SERVICES 030000  
  
PROFESSIONAL REGULATION TF-STATE 36,810- 2547 1  
=====

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AGENCY ISSUE NARRATIVE:  
SCH VIIIIB-2 NARR 18-19 NARRATIVE: IT COMPONENT? NO  
PRIORITY #31

The Department of Business and Professional Regulation, Division of Real Estate (division) proposes a reduction of \$36,810 in the Other Personal Services (OPS) appropriation category.

This reduction would eliminate one (1) OPS position which serves in an administrative capacity in the Director's Office. This position is responsible for the division's mail distribution and pick-up; maintaining the division's lease

COL A93		
SCH VIIIB-2		
REDUCTIONS		
POS	AMOUNT	CODES
BUSINESS/PROFESSIONAL REG		79000000
PGM: PROFESSIONAL REG		79050000
<u>COMPLIANCE AND ENFORCEMENT</u>		79050100
PUBLIC PROTECTION		12
<u>REGULATION AND LICENSING</u>		<u>1204.00.00.00</u>
STATE FUNDING REDUCTIONS		3300000
REDUCE OTHER PERSONAL SERVICES		
(OPS) STAFF IN THE DIVISION OF		
REAL ESTATE		3300290

equipment, copiers, mail unit, and shredding schedules. Additionally, this position works with the Human Resources Liaison for the division to assist with personnel documents and help with special projects. This reduction would have a significant impact to the division.

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REDUCTION - CONSTRUCTION RECOVERY		
FUND		3300300
SPECIAL CATEGORIES		100000
CL PAY/CONST RECOVERY FUND		100455
PROFESSIONAL REGULATION TF-STATE	1,250,000-	2547 1
	=====	

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AGENCY ISSUE NARRATIVE:  
 SCH VIIIB-2 NARR 18-19 NARRATIVE:  
 PRIORITY #15

IT COMPONENT? NO

The Department of Business and Professional Regulation, Division of Professions (division) proposes a reduction of \$1,250,000 in the Claims Payments from Construction Recovery Fund appropriation Category. Following Hurricane Andrew, the Florida Legislature created the Florida Construction Industries Recovery Fund (Recovery Fund) in 1993 as a fund of last resort. It is available to compensate an aggrieved homeowner who contracted for the construction or improvement of a residence located within the state and has suffered monetary damages by the financial or other misconduct of a Contractor and who has exhausted all other resources for payment.

The Recovery Fund is funded through a 1.5 percent surcharge on all permitting fees associated with enforcement of the Florida Building Code which was enacted in 2010 through House Bill 663. Additionally, House Bill 57 was passed during the 2013 Legislative Session permitting the FHCRCF to be further funded through the transfer of excess funds from the Florida Building Code Administrators and Inspectors Board (BCAIB) when those funds are not necessary for the operations of the BCAIB.

In Fiscal Year 2016-17, expenditures, representing paid claims, were \$1,151,151 for the period ending June 30, 2017. A partial reduction in the Claims Payments from Construction Recovery Fund appropriation category would result in less funding available for payment of restitution to citizens of Florida in Fiscal Year 2018-19 and possibly delaying payments of restitution until the following fiscal year.

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COL A93		
SCH VIIIIB-2		
REDUCTIONS		
POS	AMOUNT	CODES
BUSINESS/PROFESSIONAL REG		79000000
PGM: PROFESSIONAL REG		79050000
<u>COMPLIANCE AND ENFORCEMENT</u>		79050100
PUBLIC PROTECTION		12
<u>REGULATION AND LICENSING</u>		<u>1204.00.00.00</u>
STATE FUNDING REDUCTIONS		3300000
REDUCE MITIGATION PROGRAM -		
FLORIDA BUILDING COMMISSION		3300370
SPECIAL CATEGORIES		100000
FL BLDG CODE COMP MIT PROG		100810
PROFESSIONAL REGULATION TF-STATE	100,000-	2547 1

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AGENCY ISSUE NARRATIVE:  
 SCH VIIIIB-2 NARR 18-19 NARRATIVE:  
 PRIORITY #7

IT COMPONENT? NO

The Department of Business and Professional Regulation (department), Florida Building Commission (Commission) proposes a reduction of \$100,000 in the Florida Building Code Compliance and Mitigation Program appropriation category. Per Section 553.841, Florida Statutes, the Florida Building Code Compliance and Mitigation Program (program) develops, coordinates, and maintains education and outreach to persons required to comply with the Florida Building Code including methods for mitigation of hurricane and storm related damage. The program is administered by the department and services and materials for the program are contracted out to a private, nonprofit corporation.

Section 553.721, Florida Statutes specifically appropriates \$925,000 annually for program funding. Based on unexpended appropriation balances in the last two fiscal years a reduction of \$100,000 could be taken. However, this reduction will require a statutory change and would have a moderate impact to the program.

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REDUCE CONTRACTED SERVICES IN THE		
DIVISION OF REAL ESTATE		3300380
SPECIAL CATEGORIES		100000
CONTRACTED SERVICES		100777
PROFESSIONAL REGULATION TF-STATE	2,000-	2547 1

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AGENCY ISSUE NARRATIVE:  
 SCH VIIIIB-2 NARR 18-19 NARRATIVE:  
 PRIORITY #4

IT COMPONENT? NO

The Department of Business and Professional Regulation, Division of Real Estate (division) proposes a reduction of \$2,000



COL A93		
SCH VIIIIB-2		
REDUCTIONS		
POS	AMOUNT	CODES
BUSINESS/PROFESSIONAL REG		79000000
PGM: PROFESSIONAL REG		79050000
<u>COMPLIANCE AND ENFORCEMENT</u>		79050100
PUBLIC PROTECTION		12
<u>REGULATION AND LICENSING</u>		<u>1204.00.00.00</u>
STATE FUNDING REDUCTIONS		3300000
REDUCE CONTRACTED SERVICES IN THE		
DIVISION OF REAL ESTATE		3300380

in the Contracted Services appropriation category. Based on unexpended appropriations in prior years and a review of mail delivery services, this reduction should have minimal impact on the operations of the division.

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REDUCE GENERAL REVENUE TRANSFER TO		
THE PROFESSIONAL REGULATION TRUST		
FUND - DRUGS, DEVICES AND COSMETICS		3300390
SPECIAL CATEGORIES		100000
TRANSFER TO PROF REG TF		100042
GENERAL REVENUE FUND	-STATE	64,000-
		1000 1

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AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 18-19 NARRATIVE:  
 PRIORITY #29

IT COMPONENT? NO

The Department of Business and Professional Regulation, Division of Drugs, Devices and Cosmetics (division) proposes a General Revenue reduction of \$64,000 in the Transfer to Professional Regulation Trust Fund appropriation category. Projected revenues are insufficient to support the licensing and regulation activities of the division. In Fiscal Year 2017-18, \$640,000 was appropriated in this category to help sustain the operations of the division. Any reduction in General Revenue would negatively limit the division's ability to provide licensing and regulatory oversight thus jeopardizing the health and safety of Floridians.

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REDUCE OPERATION OF MOTOR VEHICLES		
IN THE DIVISION OF REGULATION		3300560
SPECIAL CATEGORIES		100000
OPERATION/MOTOR VEHICLES		102289
PROFESSIONAL REGULATION TF-STATE		
		2547 1

=====

COL A93		
SCH VIIIIB-2		
REDUCTIONS		
POS	AMOUNT	CODES
BUSINESS/PROFESSIONAL REG		79000000
PGM: PROFESSIONAL REG		79050000
<u>COMPLIANCE AND ENFORCEMENT</u>		79050100
PUBLIC PROTECTION		12
<u>REGULATION AND LICENSING</u>		<u>1204.00.00.00</u>
STATE FUNDING REDUCTIONS		3300000
REDUCE OPERATION OF MOTOR VEHICLES		
IN THE DIVISION OF REGULATION		3300560

AGENCY ISSUE NARRATIVE:  
 SCH VIIIIB-2 NARR 18-19 NARRATIVE: IT COMPONENT? NO  
 PRIORITY #27

The Department of Business and Professional Regulation, Division of Regulation (division) proposes a reduction of \$28,000 in the Operation of Motor Vehicles appropriation category.

The division has a fleet of 59 vehicles. Based on historical fiscal data, the Operation of Motor Vehicles category can be reduced; however, routine maintenance and major repairs of the division's fleet will need to be monitored closely. This reduction would have a significant impact on the maintenance and upkeep of the state vehicles. Not maintaining the vehicles would cause more roadside incidents and possible accidents jeopardizing the safety and welfare of division employees.

REDUCE ACQUISITION OF MOTOR VEHICLES		
IN THE DIVISION OF REGULATION		3300570
SPECIAL CATEGORIES		100000
ACQUISITION/MOTOR VEHICLES		100021

PROFESSIONAL REGULATION TF-STATE	68,000-	2547	1
	=====		

AGENCY ISSUE NARRATIVE:  
 SCH VIIIIB-2 NARR 18-19 NARRATIVE: IT COMPONENT? NO  
 PRIORITY #26

The Department of Business and Professional Regulation, Division of Regulation (division) proposes a reduction of \$68,000 in the Operation of Motor Vehicles appropriation category. In Fiscal Year 2018-19 the department anticipates the Professional Regulation Program's Compliance and Enforcement budget entity will be appropriated \$173,400 of recurring budget authority in the Acquisition of Motor Vehicle category. The Division of Regulation, the Division of Real Estate and the Division of Drugs, Devices and Cosmetics share this appropriation. In Fiscal Year 2018-19 the Division of Regulation's allotment will be \$108,900, the Division of Real Estate's allotment will be \$48,000 and the Division of Drugs, Devices and Cosmetics' allotment will be \$16,500.

COL A93		
SCH VIIIIB-2		
REDUCTIONS		
POS	AMOUNT	CODES
BUSINESS/PROFESSIONAL REG		79000000
PGM: PROFESSIONAL REG		79050000
<u>COMPLIANCE AND ENFORCEMENT</u>		79050100
PUBLIC PROTECTION		12
<u>REGULATION AND LICENSING</u>		<u>1204.00.00.00</u>
STATE FUNDING REDUCTIONS		3300000
REDUCE ACQUISITION OF MOTOR VEHICLES		
IN THE DIVISION OF REGULATION		3300570

A reduction of \$68,000 will reduce the division's allotment to \$40,900 which will allow for the replacement of 2 vehicles a year. The division currently has a fleet of 59 vehicles. There are currently 12 vehicles in the fleet that meet the Department of Management Services replacement criteria for mileage (120,000 miles). The division is planning to replace 5 of the 12 vehicles this fiscal year leaving at least 7 vehicles needing replacement going into Fiscal Year 2018-19.

This reduction will have a significant impact on the division's fleet replacement schedule and will result in the division having to bear the increased costs of repairing and maintaining high mileage vehicles.

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REDUCE ACQUISITION OF MOTOR VEHICLES IN THE DIVISION OF REAL ESTATE		3300590
SPECIAL CATEGORIES		100000
ACQUISITION/MOTOR VEHICLES		100021

PROFESSIONAL REGULATION TF-STATE	26,000-	2547 1
	=====	

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AGENCY ISSUE NARRATIVE:  
 SCH VIIIIB-2 NARR 18-19 NARRATIVE:  
 PRIORITY #18

IT COMPONENT? NO

The Department of Business and Professional Regulation (department), Division of Real Estate (division) proposes a reduction of \$26,000 in the Acquisition of Motor Vehicle appropriation category. In Fiscal Year 2018-19 the department anticipates the Professional Regulation Program's Compliance and Enforcement budget entity will be appropriated \$173,400 of recurring budget authority in the Acquisition of Motor Vehicle category. The Division of Regulation, the Division of Real Estate and the Division of Drugs, Devices and Cosmetics share this appropriation. In Fiscal Year 2018-19 the Division of Regulation's allotment will be \$108,900, the Division of Real Estate's allotment will be \$48,000 and the Division of Drugs, Devices and Cosmetics' allotment will be \$16,500.

A reduction of \$26,000 will reduce the division's allotment to \$22,000 which will only allow for the replacement of 1 vehicle a year. The division currently has a fleet of 19 vehicles of which 7 vehicles currently meet the Department of Management Services replacement criteria due to age (12 years). These vehicles include 1 1996 Chevrolet Cavalier, 4 1999 Chevrolet Cavaliers, and 2 2000 Ford Focus sedans.

This reduction will have a significant impact on the division's fleet replacement schedule and will result in the

COL A93		
SCH VIIIB-2		
REDUCTIONS		
POS	AMOUNT	CODES
BUSINESS/PROFESSIONAL REG		79000000
PGM: PROFESSIONAL REG		79050000
<u>COMPLIANCE AND ENFORCEMENT</u>		79050100
PUBLIC PROTECTION		12
<u>REGULATION AND LICENSING</u>		<u>1204.00.00.00</u>
STATE FUNDING REDUCTIONS		3300000
REDUCE ACQUISITION OF MOTOR VEHICLES IN THE DIVISION OF REAL ESTATE		3300590

division having to bear the increased costs of repairing and maintaining older vehicles.

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REDUCE UNLICENSED ACTIVITIES APPROPRIATION IN THE DIVISION OF REGULATION		3300600
SPECIAL CATEGORIES		100000
UNLICENSED ACTIVITIES		100399
PROFESSIONAL REGULATION TF-STATE	719,000-	2547 1

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AGENCY ISSUE NARRATIVE:

SCH VIIIB-2 NARR 18-19 NARRATIVE:  
 PRIORITY #24

IT COMPONENT? NO

The Department of Business and Professional Regulation, Division of Regulation (division) proposes a reduction of \$719,000 in the Unlicensed Activities (ULA) appropriation category. ULA is appropriated as a special category in the Professional Regulation Program and is currently allocated to the Divisions of Professions/Florida Engineering Management Corporation, Regulation, and Real Estate. Funding for the appropriation is from a \$5 unlicensed activity fee that is paid by licensees upon licensure and renewal.

The ULA Program was appropriated \$2,238,146 in Fiscal Year 2017-18. The division's share of the appropriation is \$1,537,271. Funds are used to hire Other Personal Services (OPS) employees for investigating complaints and seeking out unlicensed activity through sweeps and stings operations, prosecuting, maintaining a toll-free hot line for consumers to report suspected unlicensed activities, and funding travel for division staff to appear at trade shows and conferences to educate the public of the danger in hiring unlicensed people.

A \$719,000 reduction in ULA funds will reduce the number of OPS investigators, who are essential in conducting enforcement activities and outreach. Any reduction in enforcement efforts will have a negative impact on the effectiveness of the program.

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COL A93		
SCH VIIIIB-2		
REDUCTIONS		
POS	AMOUNT	CODES
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BUSINESS/PROFESSIONAL REG		79000000
PGM: PROFESSIONAL REG		79050000
<u>COMPLIANCE AND ENFORCEMENT</u>		79050100
PUBLIC PROTECTION		12
<u>REGULATION AND LICENSING</u>		<u>1204.00.00.00</u>
STATE FUNDING REDUCTIONS		3300000
REDUCE LEASE/PURCHASE EQUIPMENT IN		
THE DIVISION OF REAL ESTATE		3300620
SPECIAL CATEGORIES		100000
LEASE/PURCHASE/EQUIPMENT		105281
PROFESSIONAL REGULATION TF-STATE	7,000-	2547 1
	=====	

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AGENCY ISSUE NARRATIVE:  
 SCH VIIIIB-2 NARR 18-19 NARRATIVE: IT COMPONENT? NO  
 PRIORITY #3

The Department of Business and Professional Regulation, Division of Real Estate (division) proposes a reduction of \$7,000 in Lease/Purchase Equipment appropriation category.

This reduction is based on historical expenditures data and a review of the division's copier leases. This reduction should have a minimal impact on the operations of the division.

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REDUCE OPERATION OF MOTOR VEHICLES		
IN THE DIVISION OF REAL ESTATE		3300640
SPECIAL CATEGORIES		100000
OPERATION/MOTOR VEHICLES		102289
PROFESSIONAL REGULATION TF-STATE	5,000-	2547 1
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AGENCY ISSUE NARRATIVE:  
 SCH VIIIIB-2 NARR 18-19 NARRATIVE: IT COMPONENT? NO  
 PRIORITY #8

The Department of Business and Professional Regulation, Division of Real Estate (division) proposes a reduction of \$5,000 in the Operation of Motor Vehicles appropriation category.

Based on historical fiscal data, the Operation of Motor Vehicles category can be reduced; however, routine maintenance and major repairs of the fleet will need to be monitored closely.

COL A93		
SCH VIIIB-2		
REDUCTIONS		
POS	AMOUNT	CODES
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BUSINESS/PROFESSIONAL REG		79000000
PGM: PROFESSIONAL REG		79050000
<u>COMPLIANCE AND ENFORCEMENT</u>		79050100
PUBLIC PROTECTION		12
<u>REGULATION AND LICENSING</u>		<u>1204.00.00.00</u>
STATE FUNDING REDUCTIONS		3300000
REDUCE OPERATION OF MOTOR VEHICLES		
IN THE DIVISION OF REAL ESTATE		3300640

This reduction would have a moderate impact on the maintenance and upkeep of the state vehicles. Not maintaining the vehicles would cause more roadside incidents and possible accidents jeopardizing the safety and welfare of our employees.  
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REDUCE CONTRACTED SERVICES IN THE		
DIVISION OF REGULATION		3300780
SPECIAL CATEGORIES		100000
CONTRACTED SERVICES		100777
PROFESSIONAL REGULATION TF-STATE	10,000-	2547 1
	=====	

AGENCY ISSUE NARRATIVE:  
 SCH VIIIB-2 NARR 18-19 NARRATIVE: IT COMPONENT? NO  
 PRIORITY #10

The Department of Business and Professional Regulation, Division of Regulation (division) proposes a reduction of \$10,000 in the Contracted Services appropriation category.

This reduction will reduce funding available for methyl methacrylate (MMA) testing. Pursuant to Chapter 477.0265, Florida Statutes, it is unlawful for any person in the practice of cosmetology to use or possess a cosmetic product containing a liquid nail monomer containing any trace MMA. The division is tasked with conducting inspections of all cosmetology and barber establishments and MMA testing is an integral part of ensuring the safety of the customers of these establishments.

The division contracts with a lab to conduct testing for MMA in samples submitted after an investigation of a salon. This reduction will reduce the number of MMA tests the division could do. This fiscal year the division is projected to test 166 samples of MMA. A reduction would reduce the number of tests to 77.

Reducing the MMA testing contract will have a moderate impact on the Division's ability to test cosmetology salons for the banned substance should there be an increase in suspected MMA findings during inspections, thus creating a possible safety hazard to the citizens of Florida.

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COL A93		
SCH VIIIIB-2		
REDUCTIONS		
POS	AMOUNT	CODES
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BUSINESS/PROFESSIONAL REG		79000000
PGM: PROFESSIONAL REG		79050000
<u>COMPLIANCE AND ENFORCEMENT</u>		79050100
PUBLIC PROTECTION		12
<u>REGULATION AND LICENSING</u>		<u>1204.00.00.00</u>
STATE FUNDING REDUCTIONS		3300000
REDUCE EXPENDITURES IN THE DIVISION		
OF DRUGS, DEVICES, AND COSMETICS		3300810
OTHER PERSONAL SERVICES		030000
PROFESSIONAL REGULATION TF-STATE	74,973-	2547 1
	=====	
EXPENSES		040000
PROFESSIONAL REGULATION TF-STATE	113,850-	2547 1
	=====	
SPECIAL CATEGORIES		100000
ACQUISITION/MOTOR VEHICLES		100021
PROFESSIONAL REGULATION TF-STATE	16,700-	2547 1
	=====	
CONTRACTED SERVICES		100777
PROFESSIONAL REGULATION TF-STATE	48,685-	2547 1
	=====	
OPERATION/MOTOR VEHICLES		102289
PROFESSIONAL REGULATION TF-STATE	16,800-	2547 1
	=====	
TOTAL: REDUCE EXPENDITURES IN THE DIVISION		3300810
OF DRUGS, DEVICES, AND COSMETICS		
TOTAL ISSUE.....	271,008-	
	=====	

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AGENCY ISSUE NARRATIVE:  
 SCH VIIIIB-2 NARR 18-19 NARRATIVE:  
 PRIORITY #40

IT COMPONENT? NO

The Department of Business and Professional Regulation (department), Division of Drugs, Devices and Cosmetics (division) proposes a reduction of \$271,008 in budget authority. Proposed reductions in the following appropriation categories include \$113,850 in Expenses, \$74,973 in Other Personal Services (OPS), \$16,800 in Acquisition of Motor Vehicles, \$16,800 in Operation of Motor Vehicles and \$48,685 in Contracted Services. These expenditures directly impact the division's

COL A93		
SCH VIIIIB-2		
REDUCTIONS		
POS	AMOUNT	CODES
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BUSINESS/PROFESSIONAL REG		79000000
PGM: PROFESSIONAL REG		79050000
<u>COMPLIANCE AND ENFORCEMENT</u>		79050100
PUBLIC PROTECTION		12
<u>REGULATION AND LICENSING</u>		<u>1204.00.00.00</u>
STATE FUNDING REDUCTIONS		3300000
REDUCE EXPENDITURES IN THE DIVISION		
OF DRUGS, DEVICES, AND COSMETICS		3300810

ability to conduct opening inspections, investigations and joint operations with other regulatory authorities.

The division's primary compliance and enforcement efforts are done through routine compliance inspections of drug and cosmetic establishments. The enforcement unit is staffed by 10.5 FTEs (9 drug inspectors and 1.5 medical gas inspectors) and 4 OPS medical gas inspectors who conduct inspections in various areas of the state which often result in overnight travel. The division will have to reduce travel expenditures which could result in the re-tasking of enforcement resources, i.e. selection of entities inspected, based on available funds as opposed to the risk-based inspection schedule.

To the extent that a 10% reduction is implemented, a reduction in OPS hours would be necessary and would result in fewer medical gas inspections.

The division's Contracted Services appropriation category is primarily used for court reporting, legal advertising, and mail services. Since transferring to the Department of Business and Professional Regulation from the Department of Health, the Division has operated below the \$58,500 appropriated in the category.

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REDUCE FLORIDA BUILDING CODE AND HURRICANE STANDARDS RESEARCH AND DEVELOPMENT IN THE FLORIDA BUILDING COMMISSION		3300910
SPECIAL CATEGORIES		100000
CONTRACTED SERVICES		100777
PROFESSIONAL REGULATION TF-STATE	136,625-	2547 1
	=====	

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AGENCY ISSUE NARRATIVE:  
 SCH VIIIIB-2 NARR 18-19 NARRATIVE:  
 PRIORITY #12

IT COMPONENT? NO

The Department of Business and Professional Regulation, Florida Building Commission (Commission) proposes a reduction of \$136,625 in the Contracted Services appropriation category related to the funding for research performed on issues related to the Florida Building Code and/or hurricane standards as identified by the Florida Building Commission and for surveying hurricane damage to determine the effectiveness of the Florida Building Code.



COL A93		
SCH VIIIIB-2		
REDUCTIONS		
POS	AMOUNT	CODES
BUSINESS/PROFESSIONAL REG		79000000
PGM: PROFESSIONAL REG		79050000
<u>COMPLIANCE AND ENFORCEMENT</u>		79050100
PUBLIC PROTECTION		12
<u>REGULATION AND LICENSING</u>		<u>1204.00.00.00</u>
STATE FUNDING REDUCTIONS		3300000
REDUCE FLORIDA BUILDING CODE AND		
HURRICANE STANDARDS RESEARCH AND		
DEVELOPMENT IN THE FLORIDA BUILDING		
COMMISSION		3300910

The Florida Building Code (Section 553.73, Florida Statutes) replaced Florida's patchwork of codes and regulations that were developed, amended, administered and enforced by more than 400 local jurisdictions and state agencies with building code regulation responsibilities. The current Code is a single statewide code based on national model codes and consensus standards, amended for Florida specific needs for the design and construction of buildings. The Code is designed to make the local building process more efficient, increase accountability, bring new and safer products to the market, increase consumer confidence, and better protect the residents of this natural-disaster prone state.

The Florida Building Code establishes standards for the construction of buildings and structures. In response to the 2004 and 2005 hurricanes that impacted Florida, a research program was established to develop appropriate construction standards to address building failures experienced during those storms. In the past two years, the commission expanded research to all issues relating to construction including energy efficiency, indoor air quality and corrosion of nails and other fasteners.

Research is conducted by the University of Florida and the University of Central Florida. The cost for the majority of research is typically supported by federal funds, grants from other entities and funds from national standard organizations. Funds from the Florida Building Commission are used to supplement the federal and grant funding received by these institutions.

This reduction for research and development (\$86,625) will have a moderate impact in that it will reduce building code and hurricane research initiatives and could cause delays in obtaining building code and/or hurricane protection solutions.

Additionally, surveys of hurricane damage help determine the effectiveness of the Florida Building Code. A reduction in funds for contracted hurricane surveys (\$50,000) will have a moderate impact in that contracted surveys are used to supplement the surveys conducted by Commission staff, product manufacturers, and construction industry interest groups.

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COL A93		
SCH VIIIB-2		
REDUCTIONS		
POS	AMOUNT	CODES
BUSINESS/PROFESSIONAL REG		79000000
PGM: PROFESSIONAL REG		79050000
<u>COMPLIANCE AND ENFORCEMENT</u>		79050100
PUBLIC PROTECTION		12
<u>REGULATION AND LICENSING</u>		<u>1204.00.00.00</u>
STATE FUNDING REDUCTIONS		3300000
REDUCE FLORIDA BUILDING COMMISSION		
MEETING RELATED EXPENDITURES		3300920
EXPENSES		040000
PROFESSIONAL REGULATION TF-STATE	35,712-	2547 1
	=====	

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AGENCY ISSUE NARRATIVE:

SCH VIIIB-2 NARR 18-19 NARRATIVE: IT COMPONENT? NO  
 PRIORITY #13

The Department of Business and Professional Regulation, Florida Building Commission proposes a reduction of \$35,712 in the Expenses appropriation category for travel and related expenditures.

The Florida Building Commission typically schedules 6 commission meetings a year to review and approve accessibility waiver applications, applications for product and entity approval, petitions for declaratory statements, committee reports, and discuss research and other building code related matters. Meetings are usually 2-3 days and are held in different locations throughout the state.

This reduction will require that four Florida Building Commission meetings be reduced by one day each and will have a moderate impact on Commission meeting business and activities.

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REDUCE OTHER PERSONAL SERVICES		
(OPS) EXPENDITURES IN THE DIVISION		
OF CERTIFIED PUBLIC ACCOUNTING		3300940
OTHER PERSONAL SERVICES		030000

PROFESSIONAL REGULATION TF-STATE 108,597- 2547 1

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AGENCY ISSUE NARRATIVE:

SCH VIIIB-2 NARR 18-19 NARRATIVE: IT COMPONENT? NO  
 PRIORITY #22

The Department of Professional Regulation, Division of Certified Public Accountancy (division) proposes a reduction of \$108,597 in the Other Personal Services (OPS) appropriation category. The division's current OPS allotment of \$255,860

COL A93		
SCH VIIIIB-2		
REDUCTIONS		
POS	AMOUNT	CODES
BUSINESS/PROFESSIONAL REG		79000000
PGM: PROFESSIONAL REG		79050000
<u>COMPLIANCE AND ENFORCEMENT</u>		79050100
PUBLIC PROTECTION		12
<u>REGULATION AND LICENSING</u>		<u>1204.00.00.00</u>
STATE FUNDING REDUCTIONS		3300000
REDUCE OTHER PERSONAL SERVICES		
(OPS) EXPENDITURES IN THE DIVISION		
OF CERTIFIED PUBLIC ACCOUNTING		3300940

is used primarily for temporary employment, court reporting, and expert witnesses.

This reduction will eliminate an OPS Regulatory Specialist II in the application processing unit. As a result of an Inspector General audit in 2015, it was recommended the division implement a quality assurance program for processor approved applications. The Division added an OPS Regulatory Specialist II to the processing unit in order to allow FTE to implement audits without negatively impacting processing time. This reduction would jeopardize timely processing of applications or the elimination of the audit program, as time would not permit the application processing FTE's to do both.

Additionally, the proposed reduction includes a decrease in expert witness funding. This will impact the division's ability to hire expert witnesses to investigate complaints against Certified Public Accountants (CPA). Florida Board of Accountancy rules require technical matters to be investigated by a CPA, including allegations for violations of accounting and auditing standards.

Lastly, this reduction will eliminate funding needed for the division to convert current microfilmed records to a digital format that can be uploaded in to the OnBase system.

This reduction would have a significant impact to the Division's operations.

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REDUCE EXPENSE EXPENDITURES IN THE		
DIVISION OF CERTIFIED PUBLIC		
ACCOUNTING		3300950
EXPENSES		040000
PROFESSIONAL REGULATION TF-STATE	40,000-	2547 1
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AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 18-19 NARRATIVE:  
 PRIORITY #25

IT COMPONENT? NO

The Department of Professional Regulation, Division of Certified Public Accounting (division) proposes a reduction of \$40,000 in the Expenses appropriation category.

COL A93		
SCH VIIIIB-2		
REDUCTIONS		
POS	AMOUNT	CODES
		79000000
BUSINESS/PROFESSIONAL REG		79050000
PGM: PROFESSIONAL REG		79050100
<u>COMPLIANCE AND ENFORCEMENT</u>		12
PUBLIC PROTECTION		<u>1204.00.00.00</u>
<u>REGULATION AND LICENSING</u>		33000000
STATE FUNDING REDUCTIONS		
REDUCE EXPENSE EXPENDITURES IN THE		
DIVISION OF CERTIFIED PUBLIC		
ACCOUNTING		3300950

The division's current Expenses appropriation category allotment is \$187,313 and is primarily used for compensation benefits, telephone, cellular, information technology, postage, travel, supplies, rent, meeting space for board meetings and equipment rental.

The proposed \$40,000 reduction will significantly impact travel, postage, and rent for board meeting space. Division staff will be unable to travel to probable cause panels and Florida Board of Accountancy (board) meetings. Board members will be unable to attend conferences and seminars which are needed in order to perform their regulatory duties. Meeting space options will be limited to state owned buildings and possibly hinder the board's ability to review and approve applications and impose discipline in a timely manner if meeting space isn't available. Postage reductions will impact the prompt mailing of renewal notices and licenses.

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TOTAL: REGULATION AND LICENSING		<u>1204.00.00.00</u>
BY FUND TYPE		
GENERAL REVENUE FUND	64,000-	1000
TRUST FUNDS	3,581,569-	2000
	-----	
TOTAL POSITIONS.....	8.50-	
TOTAL PROG COMP.....	3,645,569-	
TOTAL SALARY RATE.....	312,868-	
	=====	

COL A93		
SCH VIIIB-2		
REDUCTIONS		
POS	AMOUNT	CODES
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BUSINESS/PROFESSIONAL REG		79000000
PGM: PROFESSIONAL REG		79050000
<u>FLORIDA BOXING COMMISSION</u>		79050400
PUBLIC PROTECTION		12
<u>REGULATION AND LICENSING</u>		<u>1204.00.00.00</u>
PROGRAM REDUCTIONS		33V0000
REDUCE STAFF IN THE FLORIDA STATE		
BOXING COMMISSION		33V0200
SALARY RATE		000000
SALARY RATE.....	32,263-	
	=====	
SALARIES AND BENEFITS		010000
	1.00-	
PROFESSIONAL REGULATION TF-STATE	53,896-	2547 1
	=====	
OTHER PERSONAL SERVICES		030000
PROFESSIONAL REGULATION TF-STATE	7,864-	2547 1
	=====	
EXPENSES		040000
PROFESSIONAL REGULATION TF-STATE	1,980-	2547 1
	=====	
TOTAL: REDUCE STAFF IN THE FLORIDA STATE		33V0200
BOXING COMMISSION		
TOTAL POSITIONS.....	1.00-	
TOTAL ISSUE.....	63,740-	
TOTAL SALARY RATE.....	32,263-	
	=====	

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AGENCY ISSUE NARRATIVE:  
 SCH VIIIB-2 NARR 18-19 NARRATIVE: IT COMPONENT? NO  
 PRIORITY #42

The Department of Business and Professional Regulation, Florida State Boxing Commission (Commission) proposes a reduction of one (1) position and \$63,740 in budget authority. Reductions include the elimination of an Administrative Assistant II position and a part-time Other Personal Services (OPS) position. Both are located in the Tallahassee office. Currently there are 4.00 FTE and 2 part-time OPS staff assistants. Eliminating the Administrative Assistant II and one part-time OPS position will have a detrimental impact on the Commission's ability to adequately handle workloads and negatively impact the Commission's core mission, which is to protect the health, safety and welfare of and uphold the integrity of combat sports.

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COL A93 SCH VIIIB-2 REDUCTIONS		CODES
POS	AMOUNT	
BUSINESS/PROFESSIONAL REG		79000000
PGM: PROFESSIONAL REG		79050000
<u>FLORIDA BOXING COMMISSION</u>		79050400
PUBLIC PROTECTION		12
<u>REGULATION AND LICENSING</u>		<u>1204.00.00.00</u>
PROGRAM REDUCTIONS		33V0000
REDUCE STAFF IN THE FLORIDA STATE		
BOXING COMMISSION		33V0200

POSITION DETAIL OF SALARIES AND BENEFITS:

	FTE	BASE RATE	ADDITIVES	BENEFITS	SUBTOTAL	LAPSE %	LAPSED SALARIES AND BENEFITS
A93 - SCH VIIIB-2 REDUCTIONS							
CHANGES TO CURRENTLY AUTHORIZED POSITIONS							
0712 ADMINISTRATIVE ASSISTANT II							
R0005 001	1.00-	32,263-		21,633-	53,896-	0.00	53,896-
TOTALS FOR ISSUE BY FUND							
2547 PROFESSIONAL REGULATION TF							53,896-
	1.00-	32,263-		21,633-	53,896-		53,896-

STATE FUNDING REDUCTIONS		3300000
REDUCE GENERAL REVENUE TRANSFER TO THE PROFESSIONAL REGULATION TRUST		
FUND - FLORIDA BOXING COMMISSION		3301020
SPECIAL CATEGORIES		100000
TRANSFER TO PROF REG TF		100042
GENERAL REVENUE FUND -STATE	44,368-	1000 1

AGENCY ISSUE NARRATIVE:

SCH VIIIB-2 NARR 18-19 NARRATIVE: IT COMPONENT? NO  
 PRIORITY #28

The Department of Business and Professional Regulation, Florida Boxing Commission (Commission) proposes a General Revenue reduction of \$44,368 in the Transfer to Professional Regulation Trust Fund appropriation category. Trust fund revenues

COL A93		
SCH VIIIIB-2		
REDUCTIONS		
POS	AMOUNT	CODES
		79000000
BUSINESS/PROFESSIONAL REG		79050000
PGM: PROFESSIONAL REG		79050400
<u>FLORIDA BOXING COMMISSION</u>		12
PUBLIC PROTECTION		<u>1204.00.00.00</u>
<u>REGULATION AND LICENSING</u>		3300000
STATE FUNDING REDUCTIONS		
REDUCE GENERAL REVENUE TRANSFER TO		
THE PROFESSIONAL REGULATION TRUST		
FUND - FLORIDA BOXING COMMISSION		3301020

have not been sufficient to support the licensing and regulation of pugilistic events for the last five fiscal years. General Revenue funding has been appropriated to support the operations of the Commission. Any reduction in General Revenue would have a significant impact and would severely limit the Commission's ability to provide licensing and regulatory oversight of pugilistic activities thus jeopardizing the health and safety of participants.

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TOTAL: REGULATION AND LICENSING		<u>1204.00.00.00</u>
BY FUND TYPE		
GENERAL REVENUE FUND	44,368-	1000
TRUST FUNDS	63,740-	2000
	-----	
TOTAL POSITIONS.....	1.00-	
TOTAL PROG COMP.....	108,108-	
TOTAL SALARY RATE.....	32,263-	
	=====	

<u>TEST/CONTINUE EDUCATION</u>		79050500
PUBLIC PROTECTION		12
<u>REGULATION AND LICENSING</u>		<u>1204.00.00.00</u>
PROGRAM REDUCTIONS		33V0000
REDUCE THE NUMBER OF TESTING SITES		
FOR THE CONSTRUCTION EXAMINATION		33V1890
SPECIAL CATEGORIES		100000
EXAMINATION TESTING SVCS		100106
PROFESSIONAL REGULATION TF-STATE	151,957-	2547 1
	=====	

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AGENCY ISSUE NARRATIVE:  
 SCH VIIIIB-2 NARR 18-19 NARRATIVE:  
 PRIORITY #20

IT COMPONENT? NO

The Department of Business and Professional Regulation, Bureau of Education and Testing (bureau) proposes a reduction of \$151,957 in the Examination Testing Services appropriation category by reducing the number of Construction examination sites from three locations to one central location. Currently Construction examinations are held six times per year in Tallahassee, Orlando, and Miami. This proposal would eliminate the Miami and Tallahassee construction examination sites

COL A93		
SCH VIIIIB-2		
REDUCTIONS		
POS	AMOUNT	CODES
BUSINESS/PROFESSIONAL REG		79000000
PGM: PROFESSIONAL REG		79050000
<u>TEST/CONTINUE EDUCATION</u>		79050500
PUBLIC PROTECTION		12
<u>REGULATION AND LICENSING</u>		<u>1204.00.00.00</u>
PROGRAM REDUCTIONS		33V0000
REDUCE THE NUMBER OF TESTING SITES FOR THE CONSTRUCTION EXAMINATION		33V1890

and would require all candidates to test in the Orlando location, thereby reducing the bureau's cost of test administration.

This proposal is not customer friendly as numerous candidates would be required to travel to Orlando and would incur additional charges for travel and hotel expenses. Additionally, in order to consolidate all examinations to one central location, a cap on the number of candidates permitted to test during each administration will be required. This may cause delays in licensure as candidates may have to wait until the next available administration to test, if their preferred administration has reached the candidate cap.

This issue would also impact the Division of Professions as this pertains to the testing of the construction candidates. The Construction Industry Licensing Board may receive complaints from candidates and associations due to the loss of convenient testing locations.

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STATE FUNDING REDUCTIONS		3300000
REDUCE EXPENSES IN THE BUREAU OF TESTING AND CONTINUING EDUCATION EXPENSES		3300830 040000
PROFESSIONAL REGULATION TF-STATE	51,247-	2547 1

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AGENCY ISSUE NARRATIVE:  
 SCH VIIIIB-2 NARR 18-19 NARRATIVE:  
 PRIORITY #17

IT COMPONENT? NO

The Department of Business and Professional Regulation, Bureau of Education and Testing (bureau) proposes a reduction of \$51,247 in the Expenses appropriation category. Reductions include \$49,453 in travel related expenditures and \$1,794 in office supplies. This reduction would have an overall significant impact to the bureau's operations; the reduction in travel would include eliminating the bureau's ability to travel to examination sites to administer professional licensure examinations. Additionally, the reduction would prevent the Bureau from participating in statutorily-mandated trainings, such as the Division of Real Estate's education provider and instructor seminars. The reduction in office supplies would eliminate the bureau's ability to administer paper and pencil licensure examinations to candidates.

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COL A93		
SCH VIIIIB-2		
REDUCTIONS		
POS	AMOUNT	CODES
-----		
BUSINESS/PROFESSIONAL REG		79000000
PGM: PROFESSIONAL REG		79050000
<u>TEST/CONTINUE EDUCATION</u>		79050500
PUBLIC PROTECTION		12
<u>REGULATION AND LICENSING</u>		<u>1204.00.00.00</u>
STATE FUNDING REDUCTIONS		3300000
ELIMINATE OPERATION OF MOTOR		
VEHICLES IN THE BUREAU OF TESTING		
AND CONTINUING EDUCATION		3300850
SPECIAL CATEGORIES		100000
OPERATION/MOTOR VEHICLES		102289
PROFESSIONAL REGULATION TF-STATE	1,000-	2547 1
	=====	

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AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 18-19 NARRATIVE: IT COMPONENT? NO  
 PRIORITY #2

The Department of Business and Professional Regulation, Bureau of Education and Testing (bureau) requests a reduction of \$1,000 in the Operation of Motor Vehicles appropriation category. The bureau's only vehicle was disposed of in Fiscal Year 2016-17 and will not be replaced. Bureau staff members now utilize rental cars when traveling for state business. The Operation of Motor Vehicles category is no longer needed and can be eliminated.

\*\*\*\*\*

REDUCE EXAM TESTING SERVICES - EXAM		3300880
AND EDUCATION COURSE CONSULTANTS		100000
SPECIAL CATEGORIES		100106
EXAMINATION TESTING SVCS		
PROFESSIONAL REGULATION TF-STATE	105,000-	2547 1
	=====	

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AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 18-19 NARRATIVE: IT COMPONENT? NO  
 PRIORITY #21

The Department of Business and Professional Regulation, Bureau of Education and Testing (bureau) proposes a reduction of \$105,000 in the Examination Testing Services appropriation category by eliminating all funding for contracted consultant services.

Currently, the bureau contracts with expert witnesses and professional consultants to assist with reviewing continuing education course applications and maintaining and defending examination content. Should this funding be eliminated,

COL A93		
SCH VIIIIB-2		
REDUCTIONS		
POS	AMOUNT	CODES
BUSINESS/PROFESSIONAL REG		79000000
PGM: PROFESSIONAL REG		79050000
<u>TEST/CONTINUE EDUCATION</u>		79050500
PUBLIC PROTECTION		12
<u>REGULATION AND LICENSING</u>		<u>1204.00.00.00</u>
STATE FUNDING REDUCTIONS		3300000
REDUCE EXAM TESTING SERVICES - EXAM		
AND EDUCATION COURSE CONSULTANTS		3300880

members of professional boards will be required to review these materials without assistance from professional consultants. This reduction will significantly impact the workload of board members and will result in additional travel costs for professional board meetings due to the expanded agendas needed to address continuing education and testing issues.

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TOTAL: REGULATION AND LICENSING		<u>1204.00.00.00</u>
BY FUND TYPE		
TRUST FUNDS.....	309,204-	2000
	=====	

<u>FARM/CHILD LABOR REG</u>		79050600
PUBLIC PROTECTION		12
<u>REGULATION AND LICENSING</u>		<u>1204.00.00.00</u>
PROGRAM REDUCTIONS		33V0000
REDUCE STAFF IN THE FARM AND CHILD		
LABOR PROGRAM		33V1900
SALARY RATE		000000
SALARY RATE.....	64,294-	
	=====	

SALARIES AND BENEFITS		010000
	2.00-	
PROFESSIONAL REGULATION TF-STATE	89,843-	2547 1
	=====	
TOTAL: REDUCE STAFF IN THE FARM AND CHILD		33V1900

LABOR PROGRAM	
TOTAL POSITIONS.....	2.00-
TOTAL ISSUE.....	89,843-
TOTAL SALARY RATE.....	64,294-
	=====

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AGENCY ISSUE NARRATIVE:  
 SCH VIIIIB-2 NARR 18-19 NARRATIVE:  
 PRIORITY #41

IT COMPONENT? NO

The Department of Business and Professional Regulation's Farm and Child Labor Program (program) proposes a reduction of

COL A93		
SCH VIIIIB-2		
REDUCTIONS		
POS	AMOUNT	CODES
BUSINESS/PROFESSIONAL REG		79000000
PGM: PROFESSIONAL REG		79050000
<u>FARM/CHILD LABOR REG</u>		79050600
PUBLIC PROTECTION		12
<u>REGULATION AND LICENSING</u>		<u>1204.00.00.00</u>
PROGRAM REDUCTIONS		33V0000
REDUCE STAFF IN THE FARM AND CHILD		
LABOR PROGRAM		33V1900

two (2) positions and \$89,843 in budget authority.

This reduction includes the elimination of a Labor, Employment, and Training Specialist position who is responsible for performing inspections and conducting investigations of farm labor contractors and employees to ensure compliance with Farm Labor Laws, Rules, and Standards. On-site field inspections and investigations are conducted to examine farm labor contractors' registration and licensure, vehicle safety requirements, health and sanitation facilities, payment of wages, and other farm worker safety requirements.

Additionally, the reduction will eliminate a Regulatory Specialist I position. Specialists assist with farm labor contractor registration and testing and also coordinate and/or assist in joint investigations, enforcement sweeps, and task forces with other agencies. Outreach activities include conducting and/or participating in training, technical assistance, and education workshops with employers, crew leaders, farm workers, area law enforcement agencies, school systems, or other public/private agencies/organizations or associations.

The elimination of these two mission critical positions would have a significant impact on the inspection, investigation, and outreach activities. The workload of the positions would have to be assigned to the remaining staff and the number of inspections and investigations would decrease. In addition, the reduction could negatively impact the Division's ability to meet the 95% standard of farm labor contractors found to be in compliance with the law.

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POSITION DETAIL OF SALARIES AND BENEFITS:

	FTE	BASE RATE	ADDITIVES	BENEFITS	SUBTOTAL	LAPSE %	LAPSED SALARIES AND BENEFITS
A93 - SCH VIIIIB-2 REDUCTIONS							
CHANGES TO CURRENTLY AUTHORIZED POSITIONS							
0440 REGULATORY SPECIALIST I							
R6006 001	1.00-	30,512-		12,520-	43,032-	0.00	43,032-
3341 LABOR, EMPLOYMENT & TRAINING SPECIALIST							
R6007 001	1.00-	33,782-		13,029-	46,811-	0.00	46,811-

COL A93 SCH VIIIIB-2 REDUCTIONS		CODES
POS	AMOUNT	
BUSINESS/PROFESSIONAL REG		79000000
PGM: PROFESSIONAL REG		79050000
<u>FARM/CHILD LABOR REG</u>		79050600
PUBLIC PROTECTION		12
<u>REGULATION AND LICENSING</u>		<u>1204.00.00.00</u>
PROGRAM REDUCTIONS		33V0000
REDUCE STAFF IN THE FARM AND CHILD LABOR PROGRAM		33V1900

POSITION DETAIL OF SALARIES AND BENEFITS:

FTE	BASE RATE	ADDITIVES	BENEFITS	SUBTOTAL	LAPSE %	LAPSED SALARIES AND BENEFITS
A93 - SCH VIIIIB-2 REDUCTIONS						
CHANGES TO CURRENTLY AUTHORIZED POSITIONS						
TOTALS FOR ISSUE BY FUND						
2547	PROFESSIONAL REGULATION TF					89,843-
2.00-	64,294-		25,549-	89,843-		89,843-

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STATE FUNDING REDUCTIONS	3300000
REDUCE CONTRACTED SERVICES IN THE FARM AND CHILD LABOR PROGRAM	3300700
SPECIAL CATEGORIES	100000
CONTRACTED SERVICES	100777
PROFESSIONAL REGULATION TF-STATE	7,350-
=====	2547 1

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AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 18-19 NARRATIVE:  
 PRIORITY #9

IT COMPONENT? NO

The Department of Business and Professional Regulation, Farm and Child Labor Program proposes a reduction of \$7,350 in the Contracted Services appropriation category leaving \$13,590 for mailing/shipping, fingerprinting, and all other contractual services. In the past, surplus budget authority in the Contracted Services appropriation category has been used to transfer to other categories to cover year end budget needs and shortfalls. A reduction will decrease the amount available to transfer and will have a moderate impact on the program's operations.

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COL A93		
SCH VIIIIB-2		
REDUCTIONS		
POS	AMOUNT	CODES
-----		
BUSINESS/PROFESSIONAL REG		79000000
PGM: PROFESSIONAL REG		79050000
<u>FARM/CHILD LABOR REG</u>		79050600
PUBLIC PROTECTION		12
<u>REGULATION AND LICENSING</u>		<u>1204.00.00.00</u>
TOTAL: REGULATION AND LICENSING		<u>1204.00.00.00</u>
BY FUND TYPE		
	2.00-	
TRUST FUNDS.....	97,193-	2000
SALARY RATE.....	64,294-	
	=====	
PGM: PARI-MUTUEL WAGERING		79100000
<u>PARI-MUTUEL WAGERING</u>		79100400
PUBLIC PROTECTION		12
<u>REGULATION AND LICENSING</u>		<u>1204.00.00.00</u>
PROGRAM REDUCTIONS		33V0000
REDUCE OTHER PERSONAL SERVICES IN		
THE DIVISION OF PARI-MUTUEL		
WAGERING		33V0230
OTHER PERSONAL SERVICES		030000
PARI-MUTUEL WAGERING TF -STATE	150,000-	2520 1
	=====	

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AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 18-19 NARRATIVE:  
 Priority #32

IT COMPONENT? NO

The Department of Business and Professional Regulation (department), Division of Pari Mutuel Wagering (division) proposes a reduction of \$150,000 in the Other Personal Services (OPS) appropriations category.

The division employs OPS staff at racing facilities to perform two primary functions.

- 1) The collection of urine and blood samples from racing animals which are sent to the University of Florida's, Department of Pathology, Immunology and Lab Medicine to be analyzed for prohibited substances.
- 2) The issuance of occupational licenses to trainers, owners and other individuals associated with the racing industry.

The division's OPS employees are critical to ensuring that all types of wagering are conducted in compliance with the Florida Statutes and the Florida Administrative Codes as well as the welfare and the integrity of the racing animals.

A reduction in the OPS budget category may require the division to alter the methodology and number of samples that can be collected from the racing animals. This would have a significant impact on the division achieving its mission and regulatory responsibilities.

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COL A93		
SCH VIIIIB-2		
REDUCTIONS		
POS	AMOUNT	CODES
-----		
BUSINESS/PROFESSIONAL REG		79000000
PGM: PARI-MUTUEL WAGERING		79100000
<u>SLOT MACHINE REGULATION</u>		79100500
PUBLIC PROTECTION		12
<u>REGULATION AND LICENSING</u>		<u>1204.00.00.00</u>
STATE FUNDING REDUCTIONS		3300000
REDUCE CONTRACT FOR COMPULSIVE AND		
ADDICTIVE GAMBLING PREVENTION		3300170
SPECIAL CATEGORIES		100000
GAMBLING PREVENTION CONT		100051
PARI-MUTUEL WAGERING TF	-STATE 1,050,000-	2520 1
	=====	

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AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 18-19 NARRATIVE:  
 Priority #6

IT COMPONENT? NO

The Department of Business and Professional Regulation (department), Division of Pari-Mutuel Wagering (division) proposes a reduction of \$1,050,000 to the Gambling Prevention Contract appropriation category within the Slot Machine Regulation budget entity. Section 551.118, Florida Statutes, requires the division to contract for an advertising program and publicize a gambling telephone help-line. The funding is provided from a non-refundable regulatory fee of \$250,000 paid from the licensee to the division (Section 551.118(3)).

Currently, the division contracts with a vendor that provides assistance to problem gamblers by providing a 24 hour helpline, and outdoor, radio, TV, and print advertising information. The reduction in this category would have no impact in workload for department employees and the least potential impact on the division achieving its mission and regulatory responsibilities.

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REDUCE EXPENSES IN SLOT MACHINE  
 REGULATION  
 EXPENSES

3300720  
 040000

PARI-MUTUEL WAGERING TF -STATE 15,000-

2520 1

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AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 18-19 NARRATIVE:  
 Priority # 11

IT COMPONENT? NO

The Department of Business and Professional Regulation (department), Division of Pari-Mutuel Wagering (division) proposes a reduction of \$15,000 in the Expenses appropriation category within the Slot Machine Regulation budget entity.

COL A93		
SCH VIIIB-2		
REDUCTIONS		
POS	AMOUNT	CODES
BUSINESS/PROFESSIONAL REG		79000000
PGM: PARI-MUTUEL WAGERING		79100000
<u>SLOT MACHINE REGULATION</u>		79100500
PUBLIC PROTECTION		12
<u>REGULATION AND LICENSING</u>		<u>1204.00.00.00</u>
STATE FUNDING REDUCTIONS		3300000
REDUCE EXPENSES IN SLOT MACHINE		
REGULATION		3300720

The reduction of expense could potentially limit the availability of resources for regulation of the operation and integrity of slot machine gaming and the associated state tax revenue.

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TOTAL: REGULATION AND LICENSING		<u>1204.00.00.00</u>
BY FUND TYPE		
TRUST FUNDS.....	1,065,000-	2000
	=====	

PGM: HOTELS & RESTAURANTS		79200000
<u>COMPLIANCE AND ENFORCEMENT</u>		79200100
PUBLIC PROTECTION		12
<u>REGULATION AND LICENSING</u>		<u>1204.00.00.00</u>
PROGRAM REDUCTIONS		33V0000
REDUCE INSPECTION STAFF IN THE		
BUREAU OF SANITATION AND SAFETY		33V1960
SALARY RATE		000000
SALARY RATE.....	1,598,349-	
	=====	

SALARIES AND BENEFITS		010000
	55.00-	
HOTEL AND RESTAURANT TF -STATE	2,517,662-	2375 1
	=====	

EXPENSES		040000
HOTEL AND RESTAURANT TF -STATE	114,510-	2375 1
	=====	

TOTAL: REDUCE INSPECTION STAFF IN THE		33V1960
BUREAU OF SANITATION AND SAFETY		
TOTAL POSITIONS.....	55.00-	
TOTAL ISSUE.....	2,632,172-	
TOTAL SALARY RATE.....	1,598,349-	
	=====	

COL A93 SCH VIIIIB-2 REDUCTIONS		CODES
POS	AMOUNT	
BUSINESS/PROFESSIONAL REG		79000000
PGM: HOTELS & RESTAURANTS		79200000
<u>COMPLIANCE AND ENFORCEMENT</u>		79200100
PUBLIC PROTECTION		12
<u>REGULATION AND LICENSING</u>		<u>1204.00.00.00</u>
PROGRAM REDUCTIONS		33V0000
REDUCE INSPECTION STAFF IN THE		
BUREAU OF SANITATION AND SAFETY		33V1960

AGENCY ISSUE NARRATIVE:  
 SCH VIIIIB-2 NARR 18-19 NARRATIVE:  
 PRIORITY #56

IT COMPONENT? NO

The Department of Business and Professional Regulation, Division of Hotels and Restaurants (division), proposes to eliminate 55 food and lodging inspector positions and \$2,632,172 in related budget authority.

The division is responsible for licensing, inspecting and regulating public lodging and food service establishments pursuant to Chapter 509, Florida Statutes. The division is statutorily mandated to complete at least 2 inspections per year for all transient lodging establishments, annual inspections for transient and non-transient apartments, and a frequency of one to four inspections for all public food service establishments to ensure the public's health, safety and welfare. This reduction would significantly compromise public safety and equate to approximately 39,548 less inspection activities being conducted annually.

POSITION DETAIL OF SALARIES AND BENEFITS:

	FTE	BASE RATE	ADDITIVES	BENEFITS	SUBTOTAL	LAPSE %	LAPSED SALARIES AND BENEFITS
A93 - SCH VIIIIB-2 REDUCTIONS							
CHANGES TO CURRENTLY AUTHORIZED POSITIONS							
P101 PROPOSED CLASS CODE							
R5009 002	55.00-	1,598,349-		919,313-	2,517,662-	0.00	2,517,662-
TOTALS FOR ISSUE BY FUND							
2375 HOTEL AND RESTAURANT TF							2,517,662-
	55.00-	1,598,349-		919,313-	2,517,662-		2,517,662-

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COL A93		
SCH VIIIB-2		
REDUCTIONS		
POS	AMOUNT	CODES
-----		
BUSINESS/PROFESSIONAL REG		79000000
PGM: HOTELS & RESTAURANTS		79200000
<u>COMPLIANCE AND ENFORCEMENT</u>		79200100
PUBLIC PROTECTION		12
<u>REGULATION AND LICENSING</u>		<u>1204.00.00.00</u>
TOTAL: REGULATION AND LICENSING		<u>1204.00.00.00</u>
BY FUND TYPE		
	55.00-	
TRUST FUNDS.....	2,632,172-	2000
SALARY RATE.....	1,598,349-	
	=====	
PGM: ALCOHOL BEV & TOBACCO		79400000
<u>COMPLIANCE AND ENFORCEMENT</u>		79400100
PUBLIC PROTECTION		12
<u>REGULATION AND LICENSING</u>		<u>1204.00.00.00</u>
PROGRAM REDUCTIONS		33V0000
REDUCE STAFF IN THE DIVISION OF		
ALCOHOLIC BEVERAGES AND TOBACCO -		
ENFORCEMENT		33V2030
SALARY RATE		000000
SALARY RATE.....	1,029,130-	
	=====	
SALARIES AND BENEFITS		010000
	19.00-	
ALCOHOLIC, BEV, TOBACCO TF -STATE	1,420,976-	2022 1
	=====	
EXPENSES		040000
ALCOHOLIC, BEV, TOBACCO TF -STATE	138,605-	2022 1
	=====	
SPECIAL CATEGORIES		100000
OPER & MAINT OF PATROL VEH		102275
ALCOHOLIC, BEV, TOBACCO TF -STATE	51,000-	2022 1
	=====	
TOTAL: REDUCE STAFF IN THE DIVISION OF		33V2030
ALCOHOLIC BEVERAGES AND TOBACCO -		
ENFORCEMENT		
TOTAL POSITIONS.....	19.00-	
TOTAL ISSUE.....	1,610,581-	
TOTAL SALARY RATE.....	1,029,130-	
	=====	

COL A93		
SCH VIIIIB-2		
REDUCTIONS		
POS	AMOUNT	CODES
BUSINESS/PROFESSIONAL REG		79000000
PGM: ALCOHOL BEV & TOBACCO		79400000
<u>COMPLIANCE AND ENFORCEMENT</u>		79400100
PUBLIC PROTECTION		12
<u>REGULATION AND LICENSING</u>		<u>1204.00.00.00</u>
PROGRAM REDUCTIONS		33V0000
REDUCE STAFF IN THE DIVISION OF		
ALCOHOLIC BEVERAGES AND TOBACCO -		
ENFORCEMENT		33V2030

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AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 18-19 NARRATIVE:  
Priority #51

IT COMPONENT? NO

The Department of Business and Professional Regulations, Division of Alcoholic Beverages and Tobacco (division) proposes a reduction of \$1,610,581 and 19 positions within its Bureau of Law Enforcement (bureau).

The bureau has identified the specific number of supervisors, sworn law enforcement personnel, and non-sworn inspectors needed at each office statewide to maintain and improve current service levels and provide operational efficiencies.

The reduction of 19 FTE - 2 Law Enforcement Majors, 1 Law Enforcement Captain, 2 Law Enforcement Lieutenants, 8 Law Enforcement Investigator II's, 4 Investigative Specialists, and 2 Administrative Assistant II's would effectively eliminate 2 complete law enforcement squads and a significant number of non-sworn members presently tasked with completing inspections of licensed businesses. This proposed reduction significantly impacts offices in Fort Pierce, West Palm Beach and Pensacola resulting in a complete restructuring of field operations and strategies for enforcement coverage throughout the state.

Loss of this significant number of inspector positions will diminish the advantages in productivity and application processing times related to inspection activity that have been realized through organizational efficiencies. A reduced capacity for inspections and investigations will restrict the division's ability to adequately address regulatory and industry interests in routine and risk-based enforcement of laws relating to the sale and service of alcoholic beverages and tobacco in Florida, and consequently, may also impact service provided in the interest of public health, safety, and welfare.

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COL A93  
 SCH VIIIIB-2  
 REDUCTIONS  
 POS AMOUNT  
 -----

CODES

BUSINESS/PROFESSIONAL REG  
 PGM: ALCOHOL BEV & TOBACCO  
COMPLIANCE AND ENFORCEMENT  
 PUBLIC PROTECTION  
REGULATION AND LICENSING

79000000  
 79400000  
 79400100  
 12  
1204.00.00.00  
 33V0000

PROGRAM REDUCTIONS  
 REDUCE STAFF IN THE DIVISION OF  
 ALCOHOLIC BEVERAGES AND TOBACCO -  
 ENFORCEMENT

33V2030

POSITION DETAIL OF SALARIES AND BENEFITS:

	FTE	BASE RATE	ADDITIVES	BENEFITS	SUBTOTAL	LAPSE %	LAPSED SALARIES AND BENEFITS
-----							
A93 - SCH VIIIIB-2 REDUCTIONS							
CHANGES TO CURRENTLY AUTHORIZED POSITIONS							
P101 PROPOSED CLASS CODE							
R5006 001	19.00-	1,029,130-		391,846-	1,420,976-	0.00	1,420,976-
-----							
TOTALS FOR ISSUE BY FUND							
2022 ALCOHOLIC, BEV, TOBACCO TF							1,420,976-
	19.00-	1,029,130-		391,846-	1,420,976-		1,420,976-
=====							

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 TOTAL: REGULATION AND LICENSING 1204.00.00.00  
 BY FUND TYPE

TRUST FUNDS.....	19.00-	1,610,581-					2000
SALARY RATE.....		1,029,130-					
=====							

COL A93		
SCH VIIIIB-2		
REDUCTIONS		
POS	AMOUNT	CODES
-----		
BUSINESS/PROFESSIONAL REG		79000000
PGM: ALCOHOL BEV & TOBACCO		79400000
<u>STANDARDS AND LICENSURE</u>		79400200
PUBLIC PROTECTION		12
<u>REGULATION AND LICENSING</u>		<u>1204.00.00.00</u>
PROGRAM REDUCTIONS		33V0000
REDUCE STAFF IN THE DIVISION OF		
ALCOHOLIC BEVERAGES AND TOBACCO -		
LICENSING		33V2040
SALARY RATE		000000
SALARY RATE.....	240,569-	
	=====	
SALARIES AND BENEFITS		010000
	7.00-	
ALCOHOLIC, BEV, TOBACCO TF -STATE	363,356-	2022 1
	=====	
EXPENSES		040000
ALCOHOLIC, BEV, TOBACCO TF -STATE	56,174-	2022 1
	=====	
TOTAL: REDUCE STAFF IN THE DIVISION OF		33V2040
ALCOHOLIC BEVERAGES AND TOBACCO -		
LICENSING		
TOTAL POSITIONS.....	7.00-	
TOTAL ISSUE.....	419,530-	
TOTAL SALARY RATE.....	240,569-	
	=====	

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AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 18-19 NARRATIVE:  
 Priority #52

IT COMPONENT? NO

The Department of Business and Professional Regulation, Division of Alcoholic Beverages and Tobacco (division) proposes a reduction of seven (7.00) positions and \$419,530 in budget authority within the Bureau of Licensing.

The licensing positions identified in this issue are involved in the daily processing of applications and issuance of licenses, a critical and core function of the division which promotes and facilitates the opening of new businesses in Florida. A reduction of seven (7.00) licensing positions will impact processing times for applications for licensure, resulting in an increase in the number of days before an applicant can schedule an appointment or have an application reviewed. Delays in license application processing times directly impact the opening of new businesses, the hiring of Floridians in these businesses, and the movement of product and transaction of sales from which significant state revenue is derived.

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COL A93 SCH VIIIIB-2 REDUCTIONS		CODES
POS	AMOUNT	
BUSINESS/PROFESSIONAL REG		79000000
PGM: ALCOHOL BEV & TOBACCO		79400000
<u>STANDARDS AND LICENSURE</u>		79400200
PUBLIC PROTECTION		12
<u>REGULATION AND LICENSING</u>		<u>1204.00.00.00</u>
PROGRAM REDUCTIONS		33V0000
REDUCE STAFF IN THE DIVISION OF ALCOHOLIC BEVERAGES AND TOBACCO - LICENSING		33V2040

POSITION DETAIL OF SALARIES AND BENEFITS:

	FTE	BASE RATE	ADDITIVES	BENEFITS	SUBTOTAL	LAPSE %	LAPSED SALARIES AND BENEFITS
A93 - SCH VIIIIB-2 REDUCTIONS							
CHANGES TO CURRENTLY AUTHORIZED POSITIONS							
P101 PROPOSED CLASS CODE							
R5007 001	7.00-	240,569-		122,787-	363,356-	0.00	363,356-
TOTALS FOR ISSUE BY FUND							
2022 ALCOHOLIC, BEV, TOBACCO TF							363,356-
	7.00-	240,569-		122,787-	363,356-		363,356-

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TOTAL: REGULATION AND LICENSING							<u>1204.00.00.00</u>
BY FUND TYPE							
TRUST FUNDS.....	7.00-	419,530-					2000
SALARY RATE.....	240,569-						
	=====						

COL A93		
SCH VIIIIB-2		
REDUCTIONS		
POS	AMOUNT	CODES
-----		
BUSINESS/PROFESSIONAL REG		79000000
PGM: ALCOHOL BEV & TOBACCO		79400000
<u>TAX COLLECTION</u>		79400300
PUBLIC PROTECTION		12
<u>REGULATION AND LICENSING</u>		<u>1204.00.00.00</u>
PROGRAM REDUCTIONS		33V0000
REDUCE STAFF IN THE DIVISION OF		
ALCOHOLIC BEVERAGES AND TOBACCO -		
TAX COLLECTION		33V2050
SALARY RATE		000000
SALARY RATE.....	394,351-	
	=====	
SALARIES AND BENEFITS		010000
	9.00-	
ALCOHOLIC, BEV, TOBACCO TF -STATE	565,462-	2022 1
	=====	
EXPENSES		040000
ALCOHOLIC, BEV, TOBACCO TF -STATE	81,772-	2022 1
	=====	
TOTAL: REDUCE STAFF IN THE DIVISION OF		33V2050
ALCOHOLIC BEVERAGES AND TOBACCO -		
TAX COLLECTION		
TOTAL POSITIONS.....	9.00-	
TOTAL ISSUE.....	647,234-	
TOTAL SALARY RATE.....	394,351-	
	=====	

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AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 18-19 NARRATIVE:  
 Priority #53

IT COMPONENT? NO

The Department of Business and Professional Regulation, Division of Alcoholic Beverages and Tobacco (division) proposes a reduction of 9 positions and \$647,234 in budget authority within the Bureau of Auditing (bureau). This reduction would require the elimination of three functions (5.00 FTE), three business practice changes (2.00 FTE) and two workload consolidations (2.00 FTE).

Functions: (5.00 FTE)

1. The bureau proposes to eliminate three (3) Tobacco Surcharge Tax auditors and associated position costs. The bureau requested and received three (3) positions during the 2011 legislative budget process to implement Tobacco Surcharge requirements mandated in Chapter 2009-079, Laws of Florida. Section 210.095, F.S. established the additional duties of the department related to the remote sale of tobacco products. Tobacco Surcharge is a significant source of revenue for the State, collecting \$949,085,445 last year. There are currently four (4.00) positions funded for tobacco surcharge

COL A93		
SCH VIIIB-2		
REDUCTIONS		
POS	AMOUNT	CODES
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BUSINESS/PROFESSIONAL REG		79000000
PGM: ALCOHOL BEV & TOBACCO		79400000
<u>TAX COLLECTION</u>		79400300
PUBLIC PROTECTION		12
<u>REGULATION AND LICENSING</u>		<u>1204.00.00.00</u>
PROGRAM REDUCTIONS		33V0000
REDUCE STAFF IN THE DIVISION OF		
ALCOHOLIC BEVERAGES AND TOBACCO -		
TAX COLLECTION		33V2050

that perform audits and collect taxes and ensure compliance. The four positions are directly responsible for identifying and collecting \$9 million for tobacco taxes (identified in their audits as owed to the State) that the State would have otherwise not collected. The Bureau of Auditing is required by statute to process and track various components pertaining to the operations of the tobacco industry. These tracking aspects are very important to the day to day operations of the bureau and customer service for our regulated industry members. The reduction of three (3) tobacco audit positions will inhibit the division's ability to audit all applicable licensees for tax payments with the same level of proficiency, and to ensure compliance with Florida's tobacco laws, thus resulting in lower revenues for the State of Florida.

2. The bureau proposes to eliminate one (1.00) Tax Auditor IV position and associated position costs. The offered position performs audits of out-of-state businesses, which includes more than 3,200 businesses outside the state which sell products into the state. Last year, the Tax Auditor IV position conducted over two hundred audits resulting in findings of \$420,386.24. The findings for these businesses are limited to the number of audits that can be performed within the position's capacity each year.

3. The bureau proposes to eliminate one (1.00) Tax Auditor IV position and associated position costs. The offered position primarily performs audits of passenger carriers, which include more than 100 businesses operating as passenger carriers in the state. Last year, the Tax Auditor IV position conducted audits resulting in findings of approximately \$1.2 million. The findings for these businesses are limited to the number of audits that can be performed within the position's capacity each year.

Business Practices: (2.00 FTE)

1. A business practice change eliminates one (1.00) Tax Auditor III position and associated position costs, which currently performs audits in the Pensacola area. The Division has over 375 businesses operating in the Pensacola area. Last year, the Tax Auditor III conducted almost 150 audits. The elimination of the Tax Auditor III would eliminate the bureau's presence in the Northwest Florida area, and the majority of these audits could not be absorbed by other bureau staff.

2. A business practice change eliminates one(1.00) Tax Auditor III position and associated position costs, which currently performs manufacturer audits in the Miami area. The manufacturer audits are important to the bureau's ability to enforce the regulations of the three-tier license structure in relation to the selling of alcoholic beverages. These audits could not be absorbed by other bureau staff.

3. A business practice change eliminates field travel costs in the amount of \$43,525 for the Tax Auditor positions within the Division of Alcoholic Beverages and Tobacco, Bureau of Auditing. The Bureau performed almost 4,400 audits last year, resulting in findings of over \$15 million. The majority of these audits were conducted on-site on the licensed premises. This reduction would limit the bureau to performing only desks audits, which would significantly hinder the bureau's ability to audit and verify that all regulated product was properly identified, reported, and accounted for as it relates

COL A93		
SCH VIIIIB-2		
REDUCTIONS		
POS	AMOUNT	CODES
BUSINESS/PROFESSIONAL REG		79000000
PGM: ALCOHOL BEV & TOBACCO		79400000
<u>TAX COLLECTION</u>		79400300
PUBLIC PROTECTION		12
<u>REGULATION AND LICENSING</u>		<u>1204.00.00.00</u>
PROGRAM REDUCTIONS		33V0000
REDUCE STAFF IN THE DIVISION OF		
ALCOHOLIC BEVERAGES AND TOBACCO -		
TAX COLLECTION		33V2050

to tax collection.

Consolidations: (2.00 FTE)

1. Eliminate one (1.00) Tax Auditor II position and associated position costs, which currently performs audits in the Tampa area. This position performed almost 200 audits last year, which accounted for 15% of the bureau's Tampa audits. These audits could not easily be absorbed by other bureau staff.

2. Eliminate one (1.00) Regulatory Specialist II and associated position costs which will require the current functions of this position to be redistributed to other staff in the Central Office. Reductions as proposed will significantly reduce audit activity and may result in revenue impacts derived from audits no longer feasible under a reduced staff capacity.

POSITION DETAIL OF SALARIES AND BENEFITS:

	FTE	BASE RATE	ADDITIVES	BENEFITS	SUBTOTAL	LAPSE %	LAPSED SALARIES AND BENEFITS
A93 - SCH VIIIIB-2 REDUCTIONS							
CHANGES TO CURRENTLY AUTHORIZED POSITIONS							
P101 PROPOSED CLASS CODE							
R5008 001	9.00-	394,351-		171,111-	565,462-	0.00	565,462-
TOTALS FOR ISSUE BY FUND							
2022 ALCOHOLIC, BEV, TOBACCO TF	9.00-	394,351-		171,111-	565,462-		565,462-

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COL A93		
SCH VIIIIB-2		
REDUCTIONS		
POS	AMOUNT	CODES
-----		
BUSINESS/PROFESSIONAL REG		79000000
PGM: ALCOHOL BEV & TOBACCO		79400000
<u>TAX COLLECTION</u>		79400300
PUBLIC PROTECTION		12
<u>REGULATION AND LICENSING</u>		<u>1204.00.00.00</u>
TOTAL: REGULATION AND LICENSING		<u>1204.00.00.00</u>
BY FUND TYPE		
	9.00-	
TRUST FUNDS.....	647,234-	2000
SALARY RATE.....	394,351-	
	=====	
PGM: CONDOS, TIMESHAR, MOB HM		79800000
<u>COMPLIANCE AND ENFORCEMENT</u>		79800100
PUBLIC PROTECTION		12
<u>REGULATION AND LICENSING</u>		<u>1204.00.00.00</u>
PROGRAM REDUCTIONS		33V0000
DEREGULATION OF THE MOBILE HOME		
REGULATION PROGRAM WITHIN THE		
DIVISION OF FLORIDA CONDOMINIUMS,		
TIMESHARES AND MOBILE HOMES		33V1580
SALARY RATE		000000
SALARY RATE.....	288,416-	
	=====	
SALARIES AND BENEFITS		010000
	8.00-	
FL CONDO/TIMESHARE/MH TF -STATE	426,940-	2289 1
	=====	
EXPENSES		040000
FL CONDO/TIMESHARE/MH TF -STATE	16,656-	2289 1
	=====	
TOTAL: DEREGULATION OF THE MOBILE HOME		33V1580
REGULATION PROGRAM WITHIN THE		
DIVISION OF FLORIDA CONDOMINIUMS,		
TIMESHARES AND MOBILE HOMES		
TOTAL POSITIONS.....	8.00-	
TOTAL ISSUE.....	443,596-	
TOTAL SALARY RATE.....	288,416-	
	=====	

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AGENCY ISSUE NARRATIVE:  
 SCH VIIIIB-2 NARR 18-19 NARRATIVE:  
 PRIORITY #49

IT COMPONENT? NO

COL A93		
SCH VIIIIB-2		
REDUCTIONS		
POS	AMOUNT	CODES
BUSINESS/PROFESSIONAL REG		79000000
PGM: CONDOS, TIMESHAR, MOB HM		79800000
<u>COMPLIANCE AND ENFORCEMENT</u>		79800100
PUBLIC PROTECTION		12
<u>REGULATION AND LICENSING</u>		<u>1204.00.00.00</u>
PROGRAM REDUCTIONS		33V0000
DEREGULATION OF THE MOBILE HOME		
REGULATION PROGRAM WITHIN THE		
DIVISION OF FLORIDA CONDOMINIUMS,		
TIMESHARES AND MOBILE HOMES		33V1580

The Department of Business and Professional Regulation (department), Division of Florida Condominiums, Timeshares and Mobile Homes (division) proposes a reduction of \$443,596 and 8 positions and the elimination of the Mobile Home regulation program.

The division is responsible for regulating the rental of mobile home lots where the home owner owns his mobile home. This regulation includes the review of mobile home park documents for compliance with the law and the investigation of allegations of violations of the law. Elimination of regulation over Mobile Homes would have a direct impact on mobile home owners currently residing in Mobile Home Parks as there would not be an agency to address mobile home violations and various complaint issues. The agency would see a reduction of full time employees (FTEs) and a possible increase in the volume of telephone calls and complaints due to the elimination of the program. Elimination of this regulatory program would be contingent on legislative action. During Fiscal Year 2016-17, this program generated approximately \$1.4 million in revenue, primarily from annual fees.

This reduction would require legislative action to remove powers and duties of the Division of Florida Condominiums, Timeshares and Mobile Homes within Chapter 723, Florida Statutes.

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 POSITION DETAIL OF SALARIES AND BENEFITS:

	FTE	BASE RATE	ADDITIVES	BENEFITS	SUBTOTAL	LAPSE %	LAPSED SALARIES AND BENEFITS
A93 - SCH VIIIIB-2 REDUCTIONS							
CHANGES TO CURRENTLY AUTHORIZED POSITIONS							
4482 REAL ESTATE DEVELOPMENT SPECIALIST							
R5003 002	5.00-	176,172-		88,380-	264,552-	0.00	264,552-
8318 INVESTIGATION SPECIALIST II							
R5001 002	2.00-	68,446-		35,037-	103,483-	0.00	103,483-
4484 REAL ESTATE DEVELOPMENT SPEC SUPV - SES							
R5002 002	1.00-	43,798-		15,107-	58,905-	0.00	58,905-

COL A93 SCH VIIIIB-2 REDUCTIONS		CODES
POS	AMOUNT	
BUSINESS/PROFESSIONAL REG		79000000
PGM: CONDOS, TIMESHAR, MOB HM		79800000
<u>COMPLIANCE AND ENFORCEMENT</u>		79800100
PUBLIC PROTECTION		12
<u>REGULATION AND LICENSING</u>		<u>1204.00.00.00</u>
PROGRAM REDUCTIONS		33V0000
DEREGULATION OF THE MOBILE HOME REGULATION PROGRAM WITHIN THE DIVISION OF FLORIDA CONDOMINIUMS, TIMESHARES AND MOBILE HOMES		33V1580

POSITION DETAIL OF SALARIES AND BENEFITS:

	FTE	BASE RATE	ADDITIVES	BENEFITS	SUBTOTAL	LAPSE %	LAPSED SALARIES AND BENEFITS
A93 - SCH VIIIIB-2 REDUCTIONS							
CHANGES TO CURRENTLY AUTHORIZED POSITIONS							
TOTALS FOR ISSUE BY FUND							
2289 FL CONDO/TIMESHARE/MH TF							426,940-
	8.00-	288,416-		138,524-	426,940-		426,940-

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REDUCE COMPLIANCE STAFF IN THE DIVISION OF FLORIDA CONDOMINIUMS, TIME SHARES AND MOBILE HOMES							33V3050
SALARY RATE							000000
SALARY RATE.....	245,063-						
SALARIES AND BENEFITS							010000
FL CONDO/TIMESHARE/MH TF -STATE	7.00-						2289 1
		370,367-					
EXPENSES							040000
FL CONDO/TIMESHARE/MH TF -STATE		43,539-					2289 1

COL A93		
SCH VIIIB-2		
REDUCTIONS		
POS	AMOUNT	CODES
-----		
BUSINESS/PROFESSIONAL REG		79000000
PGM: CONDOS, TIMESHAR, MOB HM		79800000
<u>COMPLIANCE AND ENFORCEMENT</u>		79800100
PUBLIC PROTECTION		12
<u>REGULATION AND LICENSING</u>		<u>1204.00.00.00</u>
PROGRAM REDUCTIONS		33V0000
REDUCE COMPLIANCE STAFF IN THE		
DIVISION OF FLORIDA CONDOMINIUMS,		
TIME SHARES AND MOBILE HOMES		33V3050
TOTAL: REDUCE COMPLIANCE STAFF IN THE		33V3050
DIVISION OF FLORIDA CONDOMINIUMS,		
TIME SHARES AND MOBILE HOMES		
TOTAL POSITIONS.....	7.00-	
TOTAL ISSUE.....	413,906-	
TOTAL SALARY RATE.....	245,063-	
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AGENCY ISSUE NARRATIVE:

SCH VIIIB-2 NARR 18-19 NARRATIVE:  
 PRIORITY #50

IT COMPONENT? NO

The Department of Business and Professional Regulation (department), Division of Florida Condominiums, Timeshares and Mobile Homes (division) proposes a reduction of \$413,906 and 7 positions in condominium compliance staffing.

The division investigates condominium complaints through four offices located in Tallahassee, Tampa, Orlando, and Ft. Lauderdale. There are currently 8 FTE located in the Orlando office. The elimination of 7 FTE would result in closing the Orlando office and transferring the one remaining FTE to another field office. Condominium complaints ordinarily investigated by the Orlando office would be handled in one of the other offices and would require department customers in Orlando and surrounding areas to travel to another field office if they want to meet with division staff.

A reduction in staffing will place a larger burden on other condominium staff and decrease customer service by increasing timeframes to resolve consumer complaints. Division travel expenditures may increase if investigative staff has to travel further to complete complaint investigations. Also, regional education and training services provided by the Orlando office would have to be covered by other staff which would either increase travel expenses or reduce the level of service to this portion of the state.

The division's Orlando office is located in the Hurston Building located at 400 West Robinson Street in Orlando. This is a Department of Management Services managed building. The Division currently leases 1,686 square feet with a Fiscal Year 2017-18 cost of \$28,966 (lease number 979:7935). The closing of the Division's Orlando office would result in the loss of rent revenue thus having an adverse impact on the Department of Management Services.

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COL A93 SCH VIIIIB-2 REDUCTIONS		CODES
POS	AMOUNT	
BUSINESS/PROFESSIONAL REG		79000000
PGM: CONDOS, TIMESHAR, MOB HM		79800000
<u>COMPLIANCE AND ENFORCEMENT</u>		79800100
PUBLIC PROTECTION		12
<u>REGULATION AND LICENSING</u>		<u>1204.00.00.00</u>
PROGRAM REDUCTIONS		33V0000
REDUCE COMPLIANCE STAFF IN THE DIVISION OF FLORIDA CONDOMINIUMS, TIME SHARES AND MOBILE HOMES		33V3050

POSITION DETAIL OF SALARIES AND BENEFITS:

	FTE	BASE RATE	ADDITIVES	BENEFITS	SUBTOTAL	LAPSE %	LAPSED SALARIES AND BENEFITS
A93 - SCH VIIIIB-2 REDUCTIONS							
CHANGES TO CURRENTLY AUTHORIZED POSITIONS							
0709 ADMINISTRATIVE ASSISTANT I							
R5004 002	1.00-	26,977-		11,970-	38,947-	0.00	38,947-
8318 INVESTIGATION SPECIALIST II							
R5005 002	5.00-	173,925-		88,030-	261,955-	0.00	261,955-
8354 INVESTIGATOR SUPERVISOR - SES							
R5006 002	1.00-	44,161-		25,304-	69,465-	0.00	69,465-
-----							
TOTALS FOR ISSUE BY FUND							
2289 FL CONDO/TIMESHARE/MH TF							370,367-
	7.00-	245,063-		125,304-	370,367-		370,367-
	=====	=====	=====	=====	=====		=====

*****							
TOTAL: REGULATION AND LICENSING							<u>1204.00.00.00</u>
BY FUND TYPE							
TRUST FUNDS.....	15.00-			857,502-			2000
SALARY RATE.....		533,479-					
	=====	=====					
TOTAL: BUSINESS/PROFESSIONAL REG							79000000
BY FUND TYPE							
GENERAL REVENUE FUND				149,091-			1000
TRUST FUNDS				14,683,409-			2000
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TOTAL POSITIONS.....	140.50-						
TOTAL DEPARTMENT.....		14,832,500-					
TOTAL SALARY RATE.....		5,064,708-					
	=====	=====					