

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 HUMAN		
RESOURCES		33V1560
SALARY RATE		000000
SALARY RATE.....	75,740-	
	=====	
SALARIES AND BENEFITS		010000
	2.00-	
ADMINISTRATIVE TRUST FUND -STATE	116,100-	2021 1
	=====	
TOTAL: REDUCE STAFF IN THE DIVISION OF		33V1560
ADMINISTRATION AND FINANCIAL		
MANAGEMENT'S BUREAU OF HUMAN		
RESOURCES		
TOTAL POSITIONS.....	2.00-	
TOTAL ISSUE.....	116,100-	
TOTAL SALARY RATE.....	75,740-	
	=====	

AGENCY ISSUE NARRATIVE:
 SCH VIIIIB-2 NARR 19-20 NARRATIVE:
 PRIORITY #29

IT COMPONENT? NO

The Department of Business and Professional Regulation (department), Division of Administration and Financial Management (division), Bureau of Human Resources (bureau) proposes a reduction of two (2) positions and \$116,100 in budget authority.

These positions are one (1) Human Resource Analyst/CBJA (SES) and one (1) Personnel Services Specialist - SES who are responsible for providing personnel support to employees of numerous divisions within the department, serve as the agency's payroll and benefits coordinators and are lead liaisons with the Department of Financial Services (DFS), Bureau of State Payrolls. They are the only two (2) positions within the agency responsible for providing this type of support and the only two positions with the responsibility for acting as the benefits coordinator and lead liaisons with DFS. Recent requirements/performance measures mandated by the Department of Management Services have increased the need for specific position(s) to be the liaison with DFS to ensure the agency meets its goals. The elimination of these positions will significantly reduce the bureau's ability to provide prompt and professional service to the department's employees, management, retirees, and other agencies.

The budget allocated to the Bureau of Human Resources is primarily allotted into two categories: Salaries and Benefits

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 HUMAN RESOURCES		33V1560

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. The only way to achieve a significant reduction is to eliminate staff.

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							
0170 PERSONNEL SERVICES SPECIALIST/CBJA - SES							
R1009 001	1.00-	34,634-		19,664-	54,298-	0.00	54,298-
0173 HUMAN RESOURCE ANALYST/CBJA - SES							
R1008 001	1.00-	41,106-		20,696-	61,802-	0.00	61,802-
TOTALS FOR ISSUE BY FUND							
2021 ADMINISTRATIVE TRUST FUND							116,100-
	2.00-	75,740-		40,360-	116,100-		116,100-

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		
LEGISLATIVE AFFAIRS		33V1700
SALARY RATE		000000
SALARY RATE.....	35,654-	
	=====	
SALARIES AND BENEFITS		010000
	1.00-	
ADMINISTRATIVE TRUST FUND -STATE	55,481-	2021 1
	=====	
TOTAL: REDUCE STAFF IN THE OFFICE OF		33V1700
LEGISLATIVE AFFAIRS		
TOTAL POSITIONS.....	1.00-	
TOTAL ISSUE.....	55,481-	
TOTAL SALARY RATE.....	35,654-	
	=====	

AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 19-20 NARRATIVE:
 PRIORITY #26

IT COMPONENT? NO

The Department of Business and Professional Regulation (department), Office of Legislative Affairs proposes a reduction of one (1) position and \$55,481 in budget authority. This reduction will eliminate a Legislative Coordinator position and will significantly impact the workload and overall efficiency of the office. Duties and responsibilities will have to be reassigned and will 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 will have to be forwarded to the cell phones of remaining staff at the Capitol during session. The bill analysis and bill tracking duties will be absorbed by one of the remaining staff, Human Resource duties will fall to the Director and the intern program will have to be down sized or eliminated due to the lack of supervision during Session. This elimination will 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 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.

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 R1011 001	1.00-	35,654-		19,827-	55,481-	0.00	55,481-
TOTALS FOR ISSUE BY FUND							
2021 ADMINISTRATIVE TRUST FUND							55,481-
	1.00-	35,654-		19,827-	55,481-		55,481-

REDUCE STAFF IN THE OFFICE OF COMMUNICATIONS							33V1710
SALARY RATE							000000
SALARY RATE.....	28,033-						
=====							
SALARIES AND BENEFITS							010000
ADMINISTRATIVE TRUST FUND -STATE	1.00-	45,483-					2021 1
=====							
TOTAL: REDUCE STAFF IN THE OFFICE OF COMMUNICATIONS							33V1710
TOTAL POSITIONS.....	1.00-						
TOTAL ISSUE.....		45,483-					
TOTAL SALARY RATE.....	28,033-						
=====							

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 OFFICE OF COMMUNICATIONS		33V1710

AGENCY ISSUE NARRATIVE:
 SCH VIIIIB-2 NARR 19-20 NARRATIVE:
 PRIORITY #25

IT COMPONENT? NO

The Department of Business and Professional Regulation (department), Office of Communications (office) proposes a reduction of one (1) position and \$ 45,483 in budget authority. This reduction will significantly impact the functions of the office and have detrimental results. Currently there are only two Information Specialist positions in the office. One position handles the bulk of the public-records requests coming in from the media. The other position handles all administrative and public-relations functions for the office. If the tasks handled within these two positions were delegated solely to one position, they would result in a workload greater than one (1) FTE could accomplish.

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 the elimination of one (1) position.

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							
3736 INFORMATION SPECIALIST III							
R1013 001	1.00-	28,033-		17,450-	45,483-	0.00	45,483-
TOTALS FOR ISSUE BY FUND							
2021 ADMINISTRATIVE TRUST FUND							45,483-
	1.00-	28,033-		17,450-	45,483-		45,483-

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 THE		
INSPECTOR GENERAL		33V1720
SALARY RATE		000000
SALARY RATE.....	83,978-	
	=====	
SALARIES AND BENEFITS		010000
	2.00-	
ADMINISTRATIVE TRUST FUND -STATE	131,453-	2021 1
	=====	
TOTAL: REDUCE STAFF IN THE OFFICE OF THE		33V1720
INSPECTOR GENERAL		
TOTAL POSITIONS.....	2.00-	
TOTAL ISSUE.....	131,453-	
TOTAL SALARY RATE.....	83,978-	
	=====	

AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 19-20 NARRATIVE:
 PRIORITY #31

IT COMPONENT? NO

The Department of Business and Professional Regulation (department), Office of the Inspector General (OIG) proposes a reduction of two (2) positions and \$131,453 in budget authority. This reduction would eliminate one (1) Management Review Specialist (SES) (Auditor) position that is assigned full-time to perform the audit duties and responsibilities of the OIG in accordance to Section 20.055, Florida Statutes and one (1) Inspector/Law Enforcement that is responsible for carrying out internal investigations.

Pursuant to Section 20.055, Florida Statutes, it is the duty and responsibility of each Inspector General to provide direction for, supervise, and coordinate audits, investigations, and management reviews relating to the programs and operations of the state agency; conduct, supervise, or coordinate other activities carried out or financed by the agency for the purpose of promoting economy and efficiency in the administration of, or preventing and detecting fraud and abuse in, agency programs and operations; recommend corrective action concerning fraud, abuses, and deficiencies; and report on the progress made in implementing corrective action.

The Auditor/Management Review Specialist position is responsible for assisting the OIG in carrying out the statutory duties and responsibilities mentioned above. Specifically, the incumbent is responsible for conducting internal audits in accordance with Section 20.055, Florida Statutes, the International Standards for the Professional Practice of Internal Auditing, and the OIG policies and procedures. In addition, the position is responsible for performing management reviews, examining the operating methods and procedures to evaluate effectiveness, efficiency and the cost benefit of a program, preparing written reports to management that document audit findings including recommendations for

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 THE		
INSPECTOR GENERAL		33V1720

corrective actions, modifications, or improvements to the audited activity, conducting follow-up reviews of internal audits and preparing thorough, complete and accurate documentation of work performed.

This position is assigned full-time to carrying out the audit duties and responsibilities mentioned above. The reduction of one (1) audit position would significantly constrain the OIG's capability to provide sufficient coverage of agency operations in accordance with statutory requirements.

The Inspector/Law Enforcement Lieutenant position is responsible for assisting the OIG in carrying out the statutory duties and responsibilities of the department. Specifically, the incumbent is responsible for conducting internal investigations for the OIG in accordance with Section 20.055, Florida Statutes. In addition, the incumbent is responsible for reviewing complaints and developing investigative action plans; conducting administrative investigations, inquiries, administrative reviews, and background investigations; interpreting and applying department rules, policies, procedures, and state statutes as it relates to allegations of mismanagement or misconduct; conducting interviews of witnesses and subjects, obtaining sworn statements, when appropriate; ensuring that documents and other evidence associated with investigations are collected and handled in an appropriate manner; collecting, analyzing, documenting, and disseminating data; conducting reviews and analysis of matters which are frequently complex in nature and preparing complete and comprehensive reports consistent with the established standards of the OIG.

This position is assigned full-time to carrying out the internal investigation duties and responsibilities of the OIG as mentioned above. The workload assigned to this position cannot be absorbed by remaining investigation staff. Reduction of one (1) inspector position would significantly constrain the OIG's capability to provide sufficient coverage of agency operations in accordance with statutory requirements.

The budget allocated to the Office of the Inspector General 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; however, the only way to make a significant reduction is to eliminate staff.

COL A93
 SCH VIIIIB-2
 REDUCTIONS
 POS AMOUNT

CODES

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 THE INSPECTOR GENERAL 33V1720

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							
8522 LAW ENFORCEMENT LIEUTENANT							
R1014 001	1.00-	42,909-		26,785-	69,694-	0.00	69,694-
2239 MANAGEMENT REVIEW SPECIALIST - SES							
R1015 001	1.00-	41,069-		20,690-	61,759-	0.00	61,759-

TOTALS FOR ISSUE BY FUND							
2021 ADMINISTRATIVE TRUST FUND							131,453-
	2.00-	83,978-		47,475-	131,453-		131,453-
	=====	=====	=====	=====	=====		=====

REDUCE LEGAL STAFF IN THE OFFICE OF THE GENERAL COUNSEL 33V1730
 SALARY RATE 000000
 SALARY RATE..... 121,234-
 =====

SALARIES AND BENEFITS 010000
 3.00-
 ADMINISTRATIVE TRUST FUND -STATE 181,829-
 =====

TOTAL: REDUCE LEGAL STAFF IN THE OFFICE OF THE GENERAL COUNSEL 33V1730
 TOTAL POSITIONS..... 3.00-
 TOTAL ISSUE..... 181,829-
 TOTAL SALARY RATE..... 121,234-
 =====

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 LEGAL STAFF IN THE OFFICE OF		
THE GENERAL COUNSEL		33V1730

AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 19-20 NARRATIVE:
 PRIORITY #42

IT COMPONENT? NO

The Department of Business and Professional Regulation (department), Office of the General Counsel (OGC) proposes a reduction of one (1) Administrative Assistant I (AA I), one (1) Attorney and one (1) Senior Attorney and \$181,829 in budget authority.

The Administrative Assistant I position is located in the Pari-Mutuel Wagering (PMW) legal unit and provides support to four (4) attorneys and one Administrative Assistant II. The elimination of this FTE position will have an adverse impact on the remaining Administrative Assistant and the attorneys, as they will be required to assume the additional responsibilities previously held by the AAI. The additional workload will impede the OGC's ability to prosecute PMW cases in a timely and efficient manner. This work unit is subject to increased workloads at different times of the year depending on the racing season and has a high probability for litigation. The elimination of this position would cause a significant increase in workload for the remaining FTE's, law clerks and the department's division staff.

The Attorney position is located in the Pari-Mutuel Wagering (PMW) legal unit and is responsible for the effective prosecution of legal cases related to PMW. The elimination of this FTE position would have an adverse impact on the remaining attorneys as they would be required to assume the additional responsibilities of the extremely busy and high profile PMW legal unit which continues to have an increased workload.

The elimination of this position would hinder the OGC's ability to prosecute PMW cases in a timely and efficient manner. This work unit is subject to increased workloads at different times of the year depending on the racing season and high probability for litigation. Eliminating this position would cause a significant increase in workload for the remaining FTE's, law clerks and Division staff.

The Senior Attorney position is located in the OGC/Rules unit and is primarily responsible for directing rulemaking services within the department. This position is highly depended upon by each division throughout the department and the Office of Legislative Affairs. This position is also responsible for coordinating agency efforts regarding fiscal accountability, performance accountability and regulatory reform per Executive Order 11-72. The elimination of this position would impede upon the OGC's ability to timely review and analyze rule proposals and report fiscal and regulatory reform in a timely and efficient manner.

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 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							
0709 ADMINISTRATIVE ASSISTANT I							
R1016 001	1.00-	25,577-		17,059-	42,636-	0.00	42,636-
7736 ATTORNEY							
R1018 001	1.00-	39,233-		20,397-	59,630-	0.00	59,630-
7738 SENIOR ATTORNEY							
R1017 001	1.00-	56,424-		23,139-	79,563-	0.00	79,563-

TOTALS FOR ISSUE BY FUND							
2021 ADMINISTRATIVE TRUST FUND							181,829-
	3.00-	121,234-		60,595-	181,829-		181,829-
	=====	=====	=====	=====	=====		=====

REDUCE STAFF IN FINANCE AND ACCOUNTING							33V1760
SALARY RATE							000000
SALARY RATE.....	53,801-						
	=====						
SALARIES AND BENEFITS							010000
2.00-							
ADMINISTRATIVE TRUST FUND -STATE	88,339-						2021 1
	=====						
TOTAL: REDUCE STAFF IN FINANCE AND ACCOUNTING							33V1760
TOTAL POSITIONS.....	2.00-						
TOTAL ISSUE.....		88,339-					
TOTAL SALARY RATE.....	53,801-						
	=====						

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

AGENCY ISSUE NARRATIVE:
 SCH VIIIIB-2 NARR 19-20 NARRATIVE: IT COMPONENT? NO
 PRIORITY #28

The Department of Business and Professional Regulation (department), Division of Administration and Financial Management (division), Bureau of Finance and Accounting (bureau) proposes a reduction of two (2) Accountant II positions and \$88,339 in budget authority. These positions are responsible for processing travel and commodity related disbursements for the department. 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 (2) 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.

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						
R1012 001	2.00-	53,801-	34,538-	88,339-	0.00	88,339-
TOTALS FOR ISSUE BY FUND						
2021 ADMINISTRATIVE TRUST FUND						88,339-
	2.00-	53,801-	34,538-	88,339-		88,339-

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
SALARY RATE		000000
SALARY RATE.....	41,807-	
	=====	
SALARIES AND BENEFITS		010000
	1.00-	
ADMINISTRATIVE TRUST FUND -STATE	62,614-	2021 1
	=====	
TOTAL: REDUCE STAFF IN THE OFFICE OF		33V1770
PLANNING AND BUDGET		
TOTAL POSITIONS.....	1.00-	
TOTAL ISSUE.....	62,614-	
TOTAL SALARY RATE.....	41,807-	
	=====	

AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 19-20 NARRATIVE:
 PRIORITY #30

IT COMPONENT? NO

The Department of Business and Professional Regulation (department), Division of Administration and Financial Management (division), Office of Planning and Budget (office) proposes a reduction of one (1) position and \$62,614 in budget authority. This reduction 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, 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 will have a significant workload impact and affect the overall efficiency of the office. The duties and responsibilities will be reassigned and will place a larger burden on the remaining staff. Staff will 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.

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 will create a significant, possibly unmanageable workload on remaining staff.

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 OFFICE OF PLANNING AND BUDGET		33V1770

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							
R1010 001	1.00-	41,807-		20,807-	62,614-	0.00	62,614-
TOTALS FOR ISSUE BY FUND							
2021 ADMINISTRATIVE TRUST FUND							62,614-
	1.00-	41,807-		20,807-	62,614-		62,614-

REDUCE STAFF IN THE DIVISION OF ADMINISTRATION AND FINANCIAL MANAGEMENT'S BUREAU OF AGENCY SERVICES							33V1790
SALARY RATE							000000
SALARY RATE.....	160,975-						
=====							
SALARIES AND BENEFITS	4.00-						010000
ADMINISTRATIVE TRUST FUND -STATE	239,709-						2021 1
=====							
TOTAL: REDUCE STAFF IN THE DIVISION OF ADMINISTRATION AND FINANCIAL MANAGEMENT'S BUREAU OF AGENCY SERVICES							33V1790
TOTAL POSITIONS.....	4.00-						
TOTAL ISSUE.....	239,709-						
TOTAL SALARY RATE.....	160,975-						
=====							

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

AGENCY ISSUE NARRATIVE:
 SCH VIIIIB-2 NARR 19-20 NARRATIVE:
 PRIORITY #27

IT COMPONENT? NO

The Department of Business and Professional Regulation (department), Division of Administration and Financial Management (division), Bureau of Agency Services (bureau) proposes the reduction four (4) positions and \$239,709 in budget authority.

The reduction includes the following:

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

The department only has one MyFloridaMarketPlace (MFMP) Administrator position which provides services to the entire agency. The Purchasing Agent III position oversees the department's MFMP Program by developing policies and procedures to ensure compliance with applicable statutes and rules. This position assists agency buyers in obtaining quotes and providing guidance on proper procurement methods as well as approving purchase requisitions.

If this position is eliminated, there would be a significant impact to the department. In order to operate an agency as prescribed in statute and rule, the department requires the ability to purchase goods and services. The work of the MFMP Administrator will have to be distributed between the P-Card Administrator and the Contract Administrator in order to absorb the workload of this position.

Elimination of one (1) Government Operations Consultant (GOC II)

The Government Operations Consultant II position is responsible for the operational and management coordination, implementation and monitoring of the department's safety warden program, and safety and loss prevention program. This position works closely with the department's Safety Program Administrator, Fleet Coordinator, Workers' Compensation Administrator, and safety wardens within each division of the department to assist in the implementation of policy, procedures, and training of these programs.

Eliminating this position will impact the department's ability to provide a level of safety and security for all employees of the department. It will also limit the training and communication needed to implement the safety warden program which is essential in emergency situations. If this position is eliminated, the work will have to be distributed between other employees within the Employee Support Section who will need the necessary qualifications and training to manage both of these programs.

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

Elimination of one (1) Government Operations Consultant (GOC II)

The Government Operations Consultant II position assists the department's Contract Administrator and is responsible for the planning and development of policies and procedures relating to procuring contractual services and the provision of technical assistance to department's contract managers in program offices statewide. This position is also responsible for entering all department contracts into the Florida Accountability Contract Tracking System (FACTS) which is a requirement from the Department of Financial Services.

Eliminating this position will impact the delivery and quality of service to the department's contract managers who rely on the GOC II to provide assistance in the interpretation of the statewide contract and purchasing rules and laws and assistance in the creation and management of department contracts. If this position is eliminated, the department's Contract Administrator will have to assume the duties which will have a significant impact on their current workload.

Elimination of one (1) Operations Review Specialist

The Operations Review Specialist position works directly for the Bureau Chief of Agency Services, providing functions associated with finance and accounting and budgeting. This position is responsible for the development of the bureau's spending plans, purchase orders for equipment, supplies and contracted services. The Operations Review Specialist works with division contacts in regard to the purchasing and delivery of specific services needed in the divisions as well as processing chargebacks for the bureau in order to reimburse the division's budget. If this position is eliminated, the necessary functions associated with this position will have to be absorbed by the managers within each section as well as the Bureau Chief and the Administrative Assistant in the Bureau of Agency Services which will place an undue burden on these positions.

The bureau provides administrative support to all of the divisions in the department. 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 significant reductions through the elimination of four (4) positions.

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

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							
R1020 001	1.00-	36,540-		18,802-	55,342-	0.00	55,342-
2236 GOVERNMENT OPERATIONS CONSULTANT II							
R1019 001	2.00-	83,329-		39,236-	122,565-	0.00	122,565-
2239 MANAGEMENT REVIEW SPECIALIST - SES							
R1021 001	1.00-	41,106-		20,696-	61,802-	0.00	61,802-

TOTALS FOR ISSUE BY FUND							
2021 ADMINISTRATIVE TRUST FUND							239,709-
	4.00-	160,975-		78,734-	239,709-		239,709-
	=====	=====	=====	=====	=====		=====

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 OTHER PERSONAL SERVICES		
(OPS) IN THE OFFICE OF THE GENERAL		
COUNSEL		3300400
OTHER PERSONAL SERVICES		030000
ADMINISTRATIVE TRUST FUND -STATE	479,919-	2021 1
	=====	

AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 19-20 NARRATIVE:
 PRIORITY #40

IT COMPONENT? NO

The Department of Business and Professional Regulation (department), Office of the General Counsel (OGC) proposes a \$479,919 reduction in the Other Personal Services (OPS) appropriation category.

The volume and complexity of the workload 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 our caseload is highly dependent upon OPS employees - 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 the FTE attorney positions. A reduction in the OGC's OPS budget authority will result in the loss of law clerk hours which will significantly increase the workload of the remaining FTE positions. Additionally, this category supports the expert witness fees, court reporter fees and legal fees related to litigation.

Any loss of OPS funding will have an adverse effect on the timely prosecution of cases and could potentially hamper the OGC's ability to provide effective legal services to the entire department.

TOTAL: EXEC LEADERSHIP/SUPPRT SVC		<u>1602.00.00.00</u>
BY FUND TYPE		
	16.00-	
TRUST FUNDS.....	1,400,927-	2000
SALARY RATE.....	601,222-	
	=====	

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
SPECIAL CATEGORIES		100000
CONTRACTED SERVICES		100777
ADMINISTRATIVE TRUST FUND -STATE	865,099-	2021 1

=====

AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 19-20 NARRATIVE:
 PRIORITY #22

IT COMPONENT? YES

The Department of Business and Professional Regulation (department), Division of Technology (division) proposes a reduction of \$865,099 in the Contracted Services appropriation category. Funding is used for the maintenance of the department's technology hardware, infrastructure, software, and consulting services. It is anticipated that in Fiscal Year 2018-19, \$2,220,000 of the division's \$2,420,911 appropriation in the Contracted Services appropriation category will be expended for the above-mentioned core technology systems and services including continuous improvements necessary to meet the business needs of the department and be successful in its mission to license efficiently and regulate fairly.

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 Centers special categories. If this reduction is realized in Fiscal Year 2019-20, and there is a need for additional technology projects or substantial changes to existing services within the department, this funding reduction would dramatically decrease the division's ability to provide service to its customers, both internal (other DBPR Divisions) and external (licensees and the public).

REDUCE GENERAL REVENUE FUNDING FOR
 THE FLORIDA BUSINESS INFORMATION
 PORTAL
 SPECIAL CATEGORIES
 FLA BUSINESS INFO PORTAL

3301030
 100000
 100790

GENERAL REVENUE FUND -STATE 35,747-

1000 1

=====

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 GENERAL REVENUE FUNDING FOR		
THE FLORIDA BUSINESS INFORMATION		
PORTAL		3301030

AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 19-20 NARRATIVE: IT COMPONENT? YES
 PRIORITY #12

The Department of Business and Professional Regulation (department), Division of Information Technology (division) proposes a reduction of \$35,747 in the Florida Business Information Portal (portal) appropriation category within the Business Application Development and Support Section.

Line item 1989, of the Fiscal Year 2018-19 General Appropriations Act, provides the department \$150,000 of General Revenue funding in the Florida Business Information Portal appropriation category for the on-going operations, maintenance and expansion of the Florida Business Information Portal, in accordance with section 20.166, Florida Statutes.

The department is currently expending approximately \$18,000 annually to host and maintain the portal. If the proposed reduction of \$35,747 is realized in Fiscal Year 2019-20, the department's ability to maintain and expand the portal could be hindered. Additionally, the need for additional technology projects or substantial changes to existing services will be impeded by the decrease in funding. Consequently, the State of Florida licensees and the general public will be impacted.

TOTAL: INFORMATION TECHNOLOGY		<u>1603.00.00.00</u>
BY FUND TYPE		
GENERAL REVENUE FUND	35,747-	1000
TRUST FUNDS	865,099-	2000

TOTAL PROG COMP.....	900,846-	
	=====	

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
SALARY RATE		000000
SALARY RATE.....	235,094-	
	=====	
SALARIES AND BENEFITS		010000
	10.00-	
ADMINISTRATIVE TRUST FUND -STATE	403,551-	2021 1
	=====	
OTHER PERSONAL SERVICES		030000
ADMINISTRATIVE TRUST FUND -STATE	124,800-	2021 1
	=====	
TOTAL: REDUCE STAFF IN THE CUSTOMER		33V1810
CONTACT CENTER		
TOTAL POSITIONS.....	10.00-	
TOTAL ISSUE.....	528,351-	
TOTAL SALARY RATE.....	235,094-	
	=====	

AGENCY ISSUE NARRATIVE:
 SCH VIIIIB-2 NARR 19-20 NARRATIVE:
 PRIORITY #48

IT COMPONENT? NO

The Department of Business and Professional Regulation (department), Division of Service Operations, Customer Contact Center (CCC) proposes a reduction of ten (10) positions, five (5) Other Personal Services (OPS) positions, and \$528,351 in budget authority.

The proposed reduction includes the following:

- * 8.00 FTE Regulatory Specialist I (Call Agent)
- * 1.00 FTE Regulatory Consultant
- * 1.00 FTE Regulatory Program Administrator
- * \$403,551 in Salaries and Benefits budget authority

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

* \$124,800 in OPS budget authority (5 Regulatory Specialist I/Call Agent positions)

The CCC serves as the primary and centralized source of interaction with the department's core constituents: licensees, applicants and the general public. The CCC currently serves 32 boards and commissions. It provides the public and licensees with information on license requirements, application fees, renewal fees, continuing education, exam dates, exam fees, receives consumer complaints and assists with 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 necessary information to enter the workforce quickly. In Fiscal Year 2017-18, the CCC received over 1.1 million telephone calls and 79,000 emails.

Of the over 1.1 million telephone calls received, 666,923 of those callers sought the help of call agents for assistance with questions and/or payments. The current requirement is for all call agents to answer 9 calls per hour. Eliminating the 8 Regulatory Specialist I FTE and the 5 OPS Regulatory Specialist I call agent positions will result in an increased abandoned call rate because the remaining Call Center agents will have to absorb over 216,918 calls received from customers.

The current answer rate is 94.67% and the average call wait time is 1 minute 50 seconds. Reducing the number of agents will decrease the call answer rate to 62% and significantly increase the average call wait time. The projected increase in call wait time will have an associated increase to the abandoned call rate and thereby diminish the level of service we provide to our customers.

The impact of the elimination of the Regulatory Consultant and Regulatory Program Administrator positions will result in fewer subject matter experts being available to assist and guide agents when responding to complex calls. The Regulatory Consultant and the Regulatory Program Administrator also assist by answering calls from the public during busy times and respond to customer emails. Eliminating these positions will have a negative impact on our response time in answering calls and responding to e-mails.

This reduction 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 boards and business units. This increased workload will impact the resources currently employed in those units. The CCC currently provides services to the following divisions, boards and business units: Architecture and Interior Design, Auctioneers, Barbers, Building Code Administrators and Inspectors, Regulatory Council of Community Association Managers, Construction Industry Licensing, Cosmetology, Electrical Contractors' Licensing, Employee Leasing Companies, Geologists, Landscape Architect, Pilot Commissioner, Veterinary Medicine, Certified Public Accounting, Real Estate Commission and Florida Real Estate Appraisal Board; Alcoholic Beverages and Tobacco; Certified Public Accounting; Condominiums, Time Shares and Mobile Homes; Hotels and Restaurants; Pari-Mutuel Wagering; and Regulation. If this budget reduction is implemented there will be a significant impact on the department's ability in continuing to provide the same high level of customer service to the department's core constituents and business units.

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

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							
R1005 001	8.00-	168,856-		130,777-	299,633-	0.00	299,633-
0442 REGULATORY CONSULTANT							
R1006 001	1.00-	32,867-		18,218-	51,085-	0.00	51,085-
0443 REGULATORY PROGRAM ADMINISTRATOR - SES							
R1004 001	1.00-	33,371-		19,462-	52,833-	0.00	52,833-

TOTALS FOR ISSUE BY FUND							
2021 ADMINISTRATIVE TRUST FUND							403,551-
	10.00-	235,094-		168,457-	403,551-		403,551-
	=====	=====	=====	=====	=====		=====

TOTAL: REGULATION AND LICENSING		<u>1204.00.00.00</u>
BY FUND TYPE		
TRUST FUNDS.....	10.00-	528,351-
SALARY RATE.....	235,094-	
	=====	
		2000

COL A93		
SCH VIIIIB-2		
REDUCTIONS		
POS	AMOUNT	CODES

BUSINESS/PROFESSIONAL REG		79000000
PRG: SERVICE OPERATION		79040000
CENTRAL INTAKE		79040200
PUBLIC PROTECTION		12
REGULATION AND LICENSING		<u>1204.00.00.00</u>
PROGRAM REDUCTIONS		33V0000
REDUCE APPLICATION PROCESSING STAFF		
IN THE CENTRAL INTAKE UNIT		33V1820
SALARY RATE		000000
SALARY RATE.....	201,186-	
	=====	
SALARIES AND BENEFITS		010000
ADMINISTRATIVE TRUST FUND -STATE	9.00- 350,096-	2021 1
	=====	
OTHER PERSONAL SERVICES		030000
ADMINISTRATIVE TRUST FUND -STATE	430,235-	2021 1
	=====	
TOTAL: REDUCE APPLICATION PROCESSING STAFF		33V1820
IN THE CENTRAL INTAKE UNIT		
TOTAL POSITIONS.....	9.00-	
TOTAL ISSUE.....	780,331-	
TOTAL SALARY RATE.....	201,186-	
	=====	

AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 19-20 NARRATIVE:
 PRIORITY #49

IT COMPONENT? NO

The Department of Business and Professional Regulation (department), Division of Service Operations, Bureau of Central Intake and Licensure (BCIL) proposes a reduction of nine (9) positions, thirteen (13) Other Personal Services (OPS) positions and \$780,331 in budget authority.

The proposed reduction includes the following:

- * 9.00 FTE Regulatory Specialist II
- * \$350,096 in Salaries and Benefits budget authority
- * \$430,235 in OPS budget authority (13 Regulatory Specialist II positions)

The Bureau of Central Intake and Licensure (BCIL) is the one-stop shop solution for the intake of licensure applications

COL A93		
SCH VIIIIB-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

and payments into the department. The BCIL provides operational support to the department's professional boards and business units through the intake of mail, revenue processing and application processing. These entities include: Alcoholic Beverages and Tobacco; Certified Public Accounting; Condominiums, Timeshares and Mobile Homes; Drugs, Devices and Cosmetics; Hotels and Restaurants; Regulation, Pari-Mutuel Wagering; Professions Boards: Architecture and Interior Design, Auctioneers, Barbers, Building Code Administrators and Inspectors, Regulatory Council of Community Association Managers, Construction Industry Licensing, Employee Leasing Companies, Geologists, Landscape Architecture, Pilot Commissioners, Veterinary Medicine, Real Estate Commission, Real Estate Appraisal Board, and the Florida State Boxing Commission.

The The Bureau of Central Intake and Licensure is a high volume business unit that is responsible for several mission critical functions of the department. The functions of the areas affected by the proposed budget reduction are described below:

The Intake Services Section consisting of the Revenue Unit and the Mail Intake Unit is a centralized unit charged with receiving the department's daily mail, scanning, profiling, and revenue processing for 30 different professional boards, commissions, and business units. In Fiscal Year 2017-18, the Mail Intake Unit received and scanned 255,213 documents and the Revenue Unit profiled 288,424 documents, and processed 179,236 payments totaling \$ 52,052,295.29. The proposed reduction will eliminate 5 OPS Regulatory Specialist II positions and 3 FTE Regulatory Specialist II positions from the Intake Services Section. This represents a 32% reduction in total staff hours. This reduction will significantly reduce the effectiveness of the Intake Services Section resulting in delays in opening and distributing mail, delays in depositing payments, and delays in distributing work to other areas of the Bureau resulting in increased application processing times. The Revenue Unit is the work unit that is solely responsible for processing applications and licensure payments on daily basis. Any delay in payment processing will have a significant impact on all divisions within the department.

The License Operations Unit is charged with processing licensure applications received by the Bureau for 26 professions regulated by the department. In Fiscal Year 2017-18, the License Operations unit processed 338,331 applications. The average time to process an application received in the Intake Services Section and routed to the License Operations Unit was 5.73 days in Fiscal Year 2017-18. There are fifty-one staff members and six supervisors assigned to the License Operations Unit. The proposed reduction will eliminate 8 OPS Regulatory Specialist II positions and 6 FTE Regulatory Specialist II positions from this unit. This represents a 27% reduction in total staff hours. This reduction 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.

Overall the reduction represents a 29% decrease in the total staff performing the core functions of the bureau. This significant reduction of available staff hours will have a negative impact on the Bureau's ability to comply with the revenue deposit requirements of Chapter 116.01 Florida Statutes as well as the licensure requirements of Chapter 120.60 Florida Statutes.

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

In addition to the services provided by the License Operations Unit and Intake Services Section, the BCIL provides other services to the department. 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 258,899 licenses annually and manages the renewals for 1,012,347 licenses. The Escalation Research and Records Unit is responsible for resolving complex consumer inquiries that are escalated from the Customer Contact Center and translations for documentation submitted in Spanish. In Fiscal Year 2017-18 the unit resolved 8,817 escalated cases in an average of 1.70 days. All of these different functions of the division will be impacted by the staff reduction.

Since 2012, there has been a consistent increase in the number of applications processed by the BCIL. The volume of initial applications has increased 54.05% from an average of 7,122 per month in Fiscal Year 2011-12 to an average of 10,971 per month in Fiscal Year 2017-18. This trend is anticipated to continue as the economy continues to prosper. The continued increases in workload coupled with the elimination of the positions will increase processing times across all core functions of the Bureau resulting in delays opening mail, distributing work, making deposits, issuing licenses, resolving customer complaints, and processing applications that enable applicants to enter the workforce. Also, there will be a direct impact on the calls received in the Customer Contact Center due to the increased processing times in the BCIL.

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							
0441 REGULATORY SPECIALIST II							
R1007 001	9.00-	201,186-		148,910-	350,096-	0.00	350,096-
TOTALS FOR ISSUE BY FUND							
2021 ADMINISTRATIVE TRUST FUND							350,096-
	9.00-	201,186-		148,910-	350,096-		350,096-

COL A93		
SCH VIII B-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>
TOTAL: REGULATION AND LICENSING		<u>1204.00.00.00</u>
BY FUND TYPE		
	9.00-	
TRUST FUNDS.....	780,331-	2000
SALARY RATE.....	201,186-	
	=====	

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		33V0210
REDUCE REAL ESTATE LEGAL STAFF		000000
SALARY RATE		
SALARY RATE.....	97,079-	
	=====	
SALARIES AND BENEFITS		010000
	3.00-	
PROFESSIONAL REGULATION TF-STATE	152,658-	2547 1
	=====	
TOTAL: REDUCE REAL ESTATE LEGAL STAFF		33V0210
TOTAL POSITIONS.....	3.00-	
TOTAL ISSUE.....	152,658-	
TOTAL SALARY RATE.....	97,079-	
	=====	

AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 19-20 NARRATIVE:
 PRIORITY #41

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 \$152,658 in Salaries and Benefits budget authority.

This reduction includes the elimination of a Senior Attorney position that is responsible for performing administrative prosecution of violations for the Florida Real Estate Commission (FREC) and The Florida Real Estate Appraisal Board (FREAB). Eliminating this position will have an adverse impact on the remaining attorneys, as they would be required to assume the additional responsibilities of an increased workload.

Additionally, this reduction includes the elimination of an Administrative Assistant I and Administrative Assistant II positions that both provide administrative support to the FREC and FREAB and assists them before the Division of Administrative Hearings, Circuit Court, and informal hearings. Furthermore, they assist a Supervising Senior Attorney, Senior Attorney, Attorney and an Other Personal Services (OPS) law clerk.

Eliminating these three FTE positions will 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 attorneys and support staff would slow the prosecution of cases, which may cause the division to be in non-compliance with federal regulations. This reduction will have a significant impact to the operations of the division's Legal Unit.

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

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 001	1.00-	31,066-		17,932-	48,998-	0.00	48,998-
0712 ADMINISTRATIVE ASSISTANT II							
R0008 001	1.00-	26,779-		17,250-	44,029-	0.00	44,029-
7738 SENIOR ATTORNEY							
R0009 001	1.00-	39,234-		20,397-	59,631-	0.00	59,631-

TOTALS FOR ISSUE BY FUND							
2547 PROFESSIONAL REGULATION TF							152,658-
	3.00-	97,079-		55,579-	152,658-		152,658-
	=====	=====	=====	=====	=====		=====

REDUCE BOARD MEMBER TRAVEL AND
 RELATED EXPENDITURES IN THE
 DIVISION OF PROFESSIONS
 EXPENSES

33V1840
 040000

PROFESSIONAL REGULATION TF-STATE 284,207-
 =====

2547 1

AGENCY ISSUE NARRATIVE:
 SCH VIIIIB-2 NARR 19-20 NARRATIVE:
 PRIORITY #15

IT COMPONENT? NO

The Department of Business and Professional Regulation, Division of Professions (division) proposes a reduction of

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 BOARD MEMBER TRAVEL AND RELATED EXPENDITURES IN THE DIVISION OF PROFESSIONS		33V1840

\$284,207 in the Expense appropriation category by reducing board meeting travel and related expenditures.

Professional board members and board staff travel throughout the state to regulate and administer licensure activities. In Fiscal Year 2017-18 travel expenditures for the board offices within the Division of Professions were approximately \$341,047 for 60 face-to-face board meetings (\$5,684 per meeting). By conducting 50 teleconference meetings instead of face to face meetings, the Division would significantly reduce travel expenditures.

However, converting from face to face meetings to teleconferencing for such a large number of meetings will negatively impact operations for those professional boards, especially those that meet on a quarterly basis. Many board meetings are set for the hearing of disciplinary cases. Since disciplinary cases are of a legal nature and may require the actual physical presence of principles, a reduction of face to face meetings could hamper the board's ability to hear such cases. Video conferencing is available, but video meetings are difficult to conduct for larger boards and where there are multiple participants. This would result in longer and more frequent meeting times and thus a larger time commitment for the board members and staff. This reduction will have a significant impact on the operations of the Division and potentially disrupt services to licensees for all boards impacted.

Professional boards impacted by the proposed reduction include the following:

- Electrical Contractors
- Landscape Architecture
- Veterinary Medicine
- Cosmetology
- Barbers
- Building Code Administration
- Pilot Commissioners
- Architecture and Interior Design
- Community Association Managers
- Auctioneers
- Geologist
- Employee Leasing Companies
- Construction Industry Licensing

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
SALARY RATE		000000
SALARY RATE.....	57,333-	
	=====	
SALARIES AND BENEFITS		010000
	1.50-	
PROFESSIONAL REGULATION TF-STATE	85,939-	2547 1
	=====	
TOTAL: REDUCE ADMINISTRATIVE STAFF IN THE		33V1850
DIVISION OF REAL ESTATE		
TOTAL POSITIONS.....	1.50-	
TOTAL ISSUE.....	85,939-	
TOTAL SALARY RATE.....	57,333-	
	=====	

AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 19-20 NARRATIVE:
 PRIORITY #35

IT COMPONENT? NO

The Department of Business and Professional Regulation, Division of Real Estate (division) proposes a reduction of one (1) full time and one half time (.50) positions and \$85,939 in Salaries and Benefits budget authority.

This proposed reduction includes the elimination of an Operations Review Specialist position that currently serves as the division's Knowledge Champion (subject matter/historical resource) and Data Steward (liaison to the Division of Information Technology (IT) regarding division data and IT issues). 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, 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 the General Counsel, and the Division of Service Operations in 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 will

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 ADMINISTRATIVE STAFF IN THE DIVISION OF REAL ESTATE		33V1850

significantly impact their workload and necessitate pay increases for additional duties. Furthermore, this reduction will create a critical void in day-to-day operations and will have an effect on serving our licensees.

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							
2224 GOVERNMENT ANALYST I							
R0001 001	0.50-	18,304-		9,407-	27,711-	0.00	27,711-
2239 OPERATIONS REVIEW SPECIALIST							
R0005 001	1.00-	39,029-		19,199-	58,228-	0.00	58,228-
TOTALS FOR ISSUE BY FUND							
2547 PROFESSIONAL REGULATION TF							85,939-
	1.50-	57,333-		28,606-	85,939-		85,939-

REDUCE INVESTIGATIVE STAFF IN THE
 DIVISION OF REAL ESTATE
 SALARY RATE

33V1870
 000000

SALARY RATE..... 58,344-
 =====

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 INVESTIGATIVE STAFF IN THE		
DIVISION OF REAL ESTATE		33V1870
SALARIES AND BENEFITS		010000
	2.00-	
PROFESSIONAL REGULATION TF-STATE	93,605-	2547 1
	=====	
TOTAL: REDUCE INVESTIGATIVE STAFF IN THE		33V1870
DIVISION OF REAL ESTATE		
TOTAL POSITIONS.....	2.00-	
TOTAL ISSUE.....	93,605-	
TOTAL SALARY RATE.....	58,344-	
	=====	

AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 19-20 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 \$93,605 in Salaries and Benefits budget authority.

This request proposes the elimination of one (1) Investigation Specialist II position. The division's Investigation Specialist II positions are tasked with investigating any alleged violations or complaints related to licensees under Chapter 475, Florida Statutes. This includes conducting interviews with the parties of the complaint, gathering documentation, and writing investigative reports. This reduction will sacrifice the quality, quantity and timeliness of the enforcement efforts.

Additionally, this request will eliminate an Administrative Assistant I whose duties and responsibilities include answering telephone calls from the public regarding consumer real estate complaints and providing administrative support to enforcement staff.

The elimination of these two (2) positions will have a significant impact on investigative activities. With any reduction in investigative staff, complaints will not be processed within established timeframes, investigations will not be completed in 90 days or less, cases per investigator will increase, and the quality of the casework will decrease.

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 001	1.00-	24,305-		16,856-	41,161-	0.00	41,161-
8318 INVESTIGATION SPECIALIST II							
R0003 001	1.00-	34,039-		18,405-	52,444-	0.00	52,444-
TOTALS FOR ISSUE BY FUND							
2547 PROFESSIONAL REGULATION TF							93,605-
	2.00-	58,344-		35,261-	93,605-		93,605-

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	180,000-	2547 1
	=====	

AGENCY ISSUE NARRATIVE:
 SCH VIIIIB-2 NARR 19-20 NARRATIVE:
 PRIORITY #16

IT COMPONENT? NO

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 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 \$180,000 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, Real Estate, and Certified Public Accounting. 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 2018-19 share of the appropriation is \$410,000. Funds are used to hire Other Personal Services (OPS) employees for investigating complaints, prosecuting, 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.

REDUCE OTHER PERSONAL SERVICES		
(OPS) IN THE DIVISION OF REAL		
ESTATE LEGAL UNIT		3300280
OTHER PERSONAL SERVICES		030000
PROFESSIONAL REGULATION TF-STATE	39,630-	2547 1
	=====	

AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 19-20 NARRATIVE:
 PRIORITY #39

IT COMPONENT? NO

The Department of Business and Professional Regulation, Division of Real Estate (division) Legal Unit proposes a reduction of \$39,630 in the Other Personal Services (OPS) appropriation category.

The division's Legal Unit is allocated \$40,000 in the OPS appropriation category and it is primarily used for court reporter appearance fees and expert witness fees. Court reporters are necessary to appear and transcribe hearings, depositions, and probable cause meetings. Expert witnesses are contracted to review case files and provide expert opinions for cases. This reduction will leave only \$370 for these costs which are vital to the daily operation of the unit. A loss of this magnitude will hinder the ability of the division's Legal Unit to provide effective legal services.

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) STAFF IN THE DIVISION OF		
REAL ESTATE		3300290
OTHER PERSONAL SERVICES		030000
PROFESSIONAL REGULATION TF-STATE	39,374-	2547 1
	=====	

AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 19-20 NARRATIVE: IT COMPONENT? NO
 PRIORITY #23

The Department of Business and Professional Regulation, Division of Real Estate (division) proposes a reduction of \$39,374 in the Other Personal Services (OPS) appropriation category.

This reduction will 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. 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 day-to-day operations of the division.

REDUCTION - CONSTRUCTION RECOVERY		
FUND		3300300
SPECIAL CATEGORIES		100000
CL PAY/CONST RECOVERY FUND		100455

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

AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 19-20 NARRATIVE: IT COMPONENT? NO
 PRIORITY #9

The Department of Business and Professional Regulation, Division of Professions (division) proposes a reduction of \$1,000,000 in the Claims Payments from Construction Recovery Fund appropriation category. Following Hurricane Andrew in 1992, the Florida Legislature created the Florida Homeowners' Construction Recovery Fund (FHCRF) in 1993 as a fund of

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
REDUCTION - CONSTRUCTION RECOVERY		
FUND		3300300

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 Claims Payments from Construction Recovery Fund appropriation category is currently appropriated \$5,000,000 and 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 FHCRF 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 2017-18, expenditures, representing paid claims, totaled \$1,652,593. A partial reduction in the Claims Payments from Construction Recovery Fund appropriation category will result in 20% less funding available for payment of restitution to citizens of Florida in Fiscal Year 2019-20 and could delay payments of restitution until the following fiscal year.

REDUCE MITIGATION PROGRAM -		
FLORIDA BUILDING COMMISSION		3300370
SPECIAL CATEGORIES		100000
FL BLDG CODE COMP MIT PROG		100810

PROFESSIONAL REGULATION TF-STATE	140,000-	2547 1
	=====	

AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 19-20 NARRATIVE:
 PRIORITY #4

IT COMPONENT? NO

The Department of Business and Professional Regulation (department), Florida Building Commission (Commission) proposes a reduction of \$140,000 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

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

appropriation balances in the last two fiscal years a reduction of \$140,000 could be taken. However, this reduction will require a statutory change and will have a moderate impact to the program.

REDUCE OPERATION OF MOTOR VEHICLES		
IN THE DIVISION OF REGULATION		3300560
SPECIAL CATEGORIES		100000
OPERATION/MOTOR VEHICLES		102289
PROFESSIONAL REGULATION TF-STATE	35,000-	2547 1
	=====	

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

IT COMPONENT? NO

The Department of Business and Professional Regulation, Division of Regulation (division) proposes a reduction of \$35,000 in the Operations of Motor Vehicles appropriation category.

The division uses state vehicles to conduct inspections and investigations. The Operation of Motor Vehicles appropriation category pays for gasoline, maintenance, and repairs of the division's 55 vehicles.

In Fiscal Year 2018-19, the Professional Regulation Program was appropriated \$187,298 in the Operation of Motor Vehicles appropriation category of which \$157,600 is allocated to the division. The remaining appropriation is allocated to the Divisions of Professions and Real Estate. A reduction of \$35,000 will leave the division with \$122,600 to pay for all costs to utilize and maintain their fleet. Fluctuations in gas prices as well as the age of the fleet weigh heavily on the annual costs of operation. In the prior three fiscal years, an average of \$125,389 has been spent in the category.

The division handles approximately 11,000 complaints, 5,000 investigations, and conducts over 20,000 inspections each year, most requiring travel using fleet vehicles. A reduction of \$35,000 will significantly impact the operations of the division in that it will limit the use and availability of vehicles needed for mission critical investigations and inspections.

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
SPECIAL CATEGORIES		100000
ACQUISITION/MOTOR VEHICLES		100021
PROFESSIONAL REGULATION TF-STATE	55,716-	2547 1
	=====	

AGENCY ISSUE NARRATIVE:

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

IT COMPONENT? NO

The Department of Business and Professional Regulation, Division of Regulation (division) proposes a reduction of \$55,716 in the Acquisition of Motor Vehicle appropriation category. In Fiscal Year 2018-19 the Professional Regulation Program was appropriated \$156,900 of which \$108,900 was allocated to the division and the remaining \$48,000 was allocated to the Division of Real Estate.

A reduction of \$55,716 will reduce the division's allotment to \$53,184 which will allow for the replacement of 2 vehicles a year. The division currently has a fleet of 55 vehicles. There are presently 4 vehicles in the fleet that meet the Department of Management Services replacement criteria for mileage (120,000 miles). The division is planning to replace all 4 of these vehicles this fiscal year. The division anticipates 5 vehicles will meet the replacement criteria going into Fiscal Year 2019-20.

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 older, high mileage vehicles.

REDUCE ACQUISITION OF MOTOR VEHICLES IN THE DIVISION OF REAL ESTATE		3300590
SPECIAL CATEGORIES		100000
ACQUISITION/MOTOR VEHICLES		100021
PROFESSIONAL REGULATION TF-STATE	28,000-	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 ACQUISITION OF MOTOR		
VEHICLES IN THE DIVISION OF		
REAL ESTATE		3300590

AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 19-20 NARRATIVE: IT COMPONENT? NO
 PRIORITY #10

The Department of Business and Professional Regulation, Division of Real Estate (division) proposes a reduction of \$28,000 in the Acquisition of Motor Vehicle appropriation category. In Fiscal Year 2018-19 the Professional Regulation Program was appropriated \$156,900 of which \$48,000 was allocated to the division and the remaining \$108,900 was allocated to the Division of Regulation.

A reduction of \$28,000 will reduce the division's allotment to \$20,000 which will only allow for the replacement of 1 vehicle a year. The division currently has a fleet of 19 vehicles of which 9 vehicles currently meet the Department of Management Services replacement criteria due to age (12 years). These vehicles include one (1) 1996 Chevrolet Cavalier, four (4) 1999 Chevrolet Cavaliers, two (2) 2000 Ford Focus sedans, one (1) 2006 Ford Wagon and one (1) 2006 Ford Sedan.

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 older vehicles.

REDUCE UNLICENSED ACTIVITIES
 APPROPRIATION IN THE DIVISION
 OF REGULATION
 SPECIAL CATEGORIES
 UNLICENSED ACTIVITIES

3300600
 100000
 100399

PROFESSIONAL REGULATION TF-STATE 750,000-

2547 1

=====

AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 19-20 NARRATIVE: IT COMPONENT? NO
 PRIORITY #17

The Department of Business and Professional Regulation, Division of Regulation (division) proposes a reduction of \$750,000 in the Unlicensed Activities (ULA) appropriation category. ULA is appropriated as a special category in the

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>		3300000
STATE FUNDING REDUCTIONS		
REDUCE UNLICENSED ACTIVITIES		
APPROPRIATION IN THE DIVISION		
OF REGULATION		3300600

Professional Regulation Program and is currently allocated to the Divisions of Professions/Florida Engineering Management Corporation, Regulation, Real Estate, and Certified Public Accounting. 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 2018-19. 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 \$750,000 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.

REDUCE LEASE/PURCHASE EQUIPMENT IN		
THE DIVISION OF REAL ESTATE		3300620
SPECIAL CATEGORIES		100000
LEASE/PURCHASE/EQUIPMENT		105281

PROFESSIONAL REGULATION TF-STATE	9,000-	2547	1
	=====		

AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 19-20 NARRATIVE:
 PRIORITY #3

IT COMPONENT? NO

The Department of Business and Professional Regulation, Division of Real Estate (division) proposes a reduction of \$9,000 in the Lease or Lease Purchase Equipment appropriation category.

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

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>
STATE FUNDING REDUCTIONS		3300000
REDUCE OPERATION OF MOTOR VEHICLES		
IN THE DIVISION OF REAL ESTATE		3300640
SPECIAL CATEGORIES		100000
OPERATION/MOTOR VEHICLES		102289
PROFESSIONAL REGULATION TF-STATE	12,000-	2547 1

AGENCY ISSUE NARRATIVE:
 SCH VIIIIB-2 NARR 19-20 NARRATIVE:
 PRIORITY #5

IT COMPONENT? NO

The Division of Real Estate (division) proposes a reduction of \$12,000 in the Operation of Motor Vehicles appropriation category. The division currently has a fleet of 19 vehicles. In Fiscal Year 2018-19, the Professional Regulation Program was appropriated \$187,298 in the Operation of Motor Vehicles appropriation category of which \$28,636 is allocated to the division. The remaining appropriation is allocated to the Divisions of Professions and Regulation. A reduction of \$12,000 will leave the division with \$16,636 to pay for all costs to utilize and maintain their fleet. Fluctuations in gas prices as well as the age of the fleet weigh heavily on the annual costs of operation.

This reduction will have a moderate impact on the division's operations. Routine maintenance and major repairs will need to be monitored closely, while ensuring there are safe and reliable vehicles available for division employees to perform mission critical activities.

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 VIIIIB-2 NARR 19-20 NARRATIVE:
 PRIORITY #8

IT COMPONENT? NO

The Department of Business and Professional Regulation, Division of Regulation (division) proposes a reduction of \$10,000

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 REGULATION		3300780

in the Contracted Services appropriation category.

This reduction will reduce funding available for methyl methacrylate (MMA) testing. Pursuant to Section 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 can 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.

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	150,875-	2547 1
	=====	

AGENCY ISSUE NARRATIVE:
 SCH VIIIIB-2 NARR 19-20 NARRATIVE:
 PRIORITY #7

IT COMPONENT? NO

The Department of Business and Professional Regulation, Florida Building Commission (Commission) proposes a reduction of \$150,875 in the Contracted Services appropriation category. Reductions will impact funding for research performed on issues related to the Florida Building Code and/or hurricane standards as identified by the Florida Building Commission; for surveying hurricane damage to determine the effectiveness of the Code; and development and enhancements to the Building Code Information System.

COL A93		
SCH VIII B-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.

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.

A reduction in the amount of \$86,625 for research 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.

Surveys of hurricane damage help determine the effectiveness of the Florida Building Code. A reduction of \$50,000 in funds for contracted hurricane surveys 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.

Lastly, a proposed reduction of \$14,250 in the Contracted Services appropriation category will reduce funding for development and enhancements to the Building Code Information System (BCIS). The BCIS is a multi-functional database that provides building professionals, general public, local governments and manufacturers with a single-point access to the Florida Building Code, Manufactured Building Program, Product Approval System, local code amendments, and the interested parties list. This reduction should have a moderate impact on operations since future development and enhancements to the BCIS will decrease as modules are completed.

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
OTHER PERSONAL SERVICES		030000
PROFESSIONAL REGULATION TF-STATE	128,597-	2547 1
	=====	

AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 19-20 NARRATIVE:
PRIORITY #14

IT COMPONENT? NO

The Department of Professional Regulation, Division of Certified Public Accounting (division) proposes a reduction of \$128,597 in the Other Personal Services (OPS) appropriation category. The division's current OPS allotment of \$255,860 is used primarily for temporary employment, court reporting, and expert witnesses.

This reduction will significantly impact the Division's ability to maintain temporary staff to assist with the investigation and prosecution of complaints, to timely process applications, and conduct quality assurance audits of application processing. 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 full time staff to implement quality assurance audits without negatively impacting processing time. This reduction will jeopardize timely processing of applications or the elimination of the audit program, as time would not permit the application processing FTEs 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.

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 EXPENDITURES IN THE DIVISION OF CERTIFIED PUBLIC ACCOUNTING		
LEGAL UNIT		3300960
OTHER PERSONAL SERVICES		030000
PROFESSIONAL REGULATION TF-STATE	16,000-	2547 1
	=====	

AGENCY ISSUE NARRATIVE:
 SCH VIIIIB-2 NARR 19-20 NARRATIVE:
 PRIORITY #37

IT COMPONENT? NO

The Department of Business and Professional Regulation, Division of Certified Public Accounting (division) Legal Unit proposes a reduction of \$16,000 in the Other Personal Services (OPS) appropriation category.

This reduction will eliminate the Legal Unit's OPS allocation. OPS funds are primarily used to hire law clerks (law school students) that perform work that would otherwise have to be done by attorneys. The loss of law clerks will be a significant loss for the Legal Unit - the efficient and effective prosecution of the caseload is highly dependent upon these OPS employees.

TOTAL: REGULATION AND LICENSING		<u>1204.00.00.00</u>
BY FUND TYPE		
	6.50-	
TRUST FUNDS.....	3,210,601-	2000
SALARY RATE.....	212,756-	
	=====	

COL A93		
SCH VIIIIB-2		
REDUCTIONS		
POS	AMOUNT	CODES

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.....	34,365-	
	=====	
SALARIES AND BENEFITS		010000
	1.00-	
PROFESSIONAL REGULATION TF-STATE	52,822-	2547 1
	=====	
OTHER PERSONAL SERVICES		030000
PROFESSIONAL REGULATION TF-STATE	9,893-	2547 1
	=====	
TOTAL: REDUCE STAFF IN THE FLORIDA STATE		33V0200
BOXING COMMISSION		
TOTAL POSITIONS.....	1.00-	
TOTAL ISSUE.....	62,715-	
TOTAL SALARY RATE.....	34,365-	
	=====	

AGENCY ISSUE NARRATIVE:
 SCH VIIIIB-2 NARR 19-20 NARRATIVE:
 PRIORITY #34

IT COMPONENT? NO

The Department of Business and Professional Regulation, Florida State Boxing Commission (Commission) proposes a reduction of one (1) position and \$62,715 in budget authority. Reductions include the elimination of an Administrative Assistant II position and a reduction in the hours for a part-time Other Personal Services (OPS) position. Both are located in the Tallahassee office. Currently there are 4 FTE and 2 part-time OPS staff assistants. These reductions 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.

COL A93 SCH VIIIIB-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 VIIIIB-2 REDUCTIONS							
CHANGES TO CURRENTLY AUTHORIZED POSITIONS							
0712 ADMINISTRATIVE ASSISTANT II							
R0001 001	1.00-	34,365-		18,457-	52,822-	0.00	52,822-
TOTALS FOR ISSUE BY FUND							
2547 PROFESSIONAL REGULATION TF							52,822-
	1.00-	34,365-		18,457-	52,822-		52,822-

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 VIIIIB-2 NARR 19-20 NARRATIVE: IT COMPONENT? NO
 PRIORITY #20

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 VIII B-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 six fiscal years. General Revenue funding has been appropriated to support the operations of the Commission. Any reduction in General Revenue will 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.

TOTAL: REGULATION AND LICENSING		<u>1204.00.00.00</u>
BY FUND TYPE		
GENERAL REVENUE FUND	44,368-	1000
TRUST FUNDS	62,715-	2000

TOTAL POSITIONS.....	1.00-	
TOTAL PROG COMP.....	107,083-	
TOTAL SALARY RATE.....	34,365-	
	=====	

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
SAVINGS DUE TO THE MIGRATION OF		
CONSTRUCTION EXAMS TO COMPUTER		
BASED TESTING		3300330
SPECIAL CATEGORIES		100000
EXAMINATION TESTING SVCS		100106
PROFESSIONAL REGULATION TF-STATE	151,957-	2547 1

AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 19-20 NARRATIVE:
 PRIORITY #2

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. The bureau has realized a savings as a result of implementing computer-based testing for most construction licensure exams. Savings are related to examination site rentals and support staffing resources that are no longer needed. This reduction will have a minimal impact to the Bureau of Education and Testing.

REDUCE EXAM TESTING SERVICES - EXAM
 AND EDUCATION COURSE CONSULTANTS
 SPECIAL CATEGORIES
 EXAMINATION TESTING SVCS

3300880
 100000
 100106

PROFESSIONAL REGULATION TF-STATE 185,500-
 =====

2547 1

AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 19-20 NARRATIVE:
 PRIORITY #13

IT COMPONENT? NO

The Department of Business and Professional Regulation (department), Bureau of Education and Testing (bureau) proposes a reduction of \$185,500 in the Examination Testing Services appropriation category.

This reduction will eliminate all funding for contracted consultant services requiring each professional board, council, and commission to review, evaluate, and approve all education courses and examination content to ensure compliance with

COL A93		
SCH VIII B-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

Florida laws and rules.

The various boards, councils, and commissions under the purview of the department are charged by Florida law with the responsibility to approve and deny education courses for continuing education, pre-licensure, and post-licensure education. The bureau provides course application processing services to the boards, councils, and commissions. Course evaluation consultants possessing the necessary knowledge of professional educational programs are utilized to provide recommendations to the boards, councils, and commissions regarding the validity and appropriateness of proposed course offerings.

Similarly, Chapter 455, Florida Statutes, charges the Division of Professions/Bureau of Education and Testing with providing contracting, or approving services for the development, preparation, administration, scoring, score reporting, and evaluation of all licensure examinations. Professional consultants are utilized to provide highly technical expert opinions to support the validity and reliability of licensure examinations.

Any reduction in funding for contracted consultants will result in increased workloads for members of professional boards, councils, and commissions who will be required to review these materials without being compensated for performing the work. These increased workloads will create additional costs for professional board meetings funded by the Professional Regulation Trust Fund due to extra time for meetings, and additional travel costs.

Additionally, the validity of licensure examinations that have not been developed by industry experts could be challenged resulting in lengthy legal reviews that could invalidate the examinations offered, further resulting in the department's inability to provide essential licensing services in a timely manner.

Eliminating course consultants will have a significant impact to the bureau, boards, and licensees.

TOTAL: REGULATION AND LICENSING		<u>1204.00.00.00</u>
BY FUND TYPE		
TRUST FUNDS.....	337,457-	2000
	=====	

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
SALARY RATE		000000
SALARY RATE.....	68,722-	
	=====	
SALARIES AND BENEFITS		010000
	2.00-	
PROFESSIONAL REGULATION TF-STATE	105,633-	2547 1
	=====	
TOTAL: REDUCE STAFF IN THE FARM AND CHILD		33V1900
LABOR PROGRAM		
TOTAL POSITIONS.....	2.00-	
TOTAL ISSUE.....	105,633-	
TOTAL SALARY RATE.....	68,722-	
	=====	

AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 19-20 NARRATIVE:
 PRIORITY #32

IT COMPONENT? NO

The Department of Business and Professional Regulation, Farm and Child Labor Program (program) proposes a reduction of two (2) positions and \$105,663 in budget authority.

This reduction includes the elimination of a Labor, Employment, and Training Specialist position that 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 of the program. The workload of the positions will have to be assigned to the remaining staff and the number of inspections and investigations will decrease. In addition, the reduction could negatively impact the program's ability to meet the 95% standard of farm labor contractors found to be in compliance with the law.

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							
0440 REGULATORY SPECIALIST I							
R6006 001	1.00-	25,618-		17,065-	42,683-	0.00	42,683-
3341 LABOR, EMPLOYMENT & TRAINING SPECIALIST							
R6007 001	1.00-	43,104-		19,846-	62,950-	0.00	62,950-
TOTALS FOR ISSUE BY FUND							
2547 PROFESSIONAL REGULATION TF							105,633-
	2.00-	68,722-		36,911-	105,633-		105,633-

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	9,000-	2547 1

AGENCY ISSUE NARRATIVE:
 SCH VIIIIB-2 NARR 19-20 NARRATIVE:
 PRIORITY #6

IT COMPONENT? NO

The Department of Business and Professional Regulation, 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>
STATE FUNDING REDUCTIONS		3300000
REDUCE CONTRACTED SERVICES IN THE		
FARM AND CHILD LABOR PROGRAM		3300700

\$9,000 in the Contracted Services appropriation category. The program is currently appropriated \$20,590 in Contracted Services. This reduction will leave \$11,590 for mailing/shipping, fingerprinting, and all other contractual services. Historically, the program has transferred, as needed, any unobligated budget authority in the Contracted Services appropriation category to other budget categories to ensure the payment of program expenditures at year end. This reduction will have a moderate impact on program operations if there is not sufficient budget authority available for transfer at year end.

REDUCE OPERATION OF MOTOR VEHICLES		3300980
IN THE FARM AND CHILD LABOR PROGRAM		100000
SPECIAL CATEGORIES		102289
OPERATION/MOTOR VEHICLES		
PROFESSIONAL REGULATION TF-STATE	20,000-	2547 1
	=====	

AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 19-20 NARRATIVE:
 PRIORITY #24

IT COMPONENT? NO

The Department of Business and Professional Regulation, Farm and Child Labor Program (program) proposes a reduction of \$20,000 in the Operation of Motor Vehicles appropriation category. Budget authority in this category is used to pay for gasoline, maintenance, and repairs for the program's 20 vehicles. The program is currently is appropriated \$69,400 in the Operation of Motor Vehicles appropriation category. The three year average for spending in this category is \$58,240. A reduction of \$20,000 will leave the program with \$49,400 to pay for all costs to utilize and maintain their fleet. Fluctuations in gas prices as well as the age of the fleet weigh heavily on the annual costs of operation.

This reduction will have a significant impact on the program's operations. Routine maintenance and major repairs will need to be monitored closely, while ensuring there are safe and reliable vehicles available for program employees to perform mission critical activities.

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>
STATE FUNDING REDUCTIONS		3300000
REDUCE ACQUISITION OF MOTOR		
VEHICLES IN THE FARM AND CHILD		
LABOR PROGRAM		3300990
SPECIAL CATEGORIES		100000
ACQUISITION/MOTOR VEHICLES		100021
PROFESSIONAL REGULATION TF-STATE	20,000-	2547 1
	=====	

AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 19-20 NARRATIVE: IT COMPONENT? NO
 PRIORITY #11

The Department of Business and Professional Regulation, Farm and Child Labor Program (program) proposes a reduction of \$20,000 in the Acquisition of Motor Vehicles appropriation category.

The program is currently appropriated \$45,000 in the Acquisition of Motor Vehicles appropriation category. This reduction will leave the program with \$25,000 which will allow them to replace 1 vehicle a year. The program currently has 20 vehicles that are primarily used for program inspections and investigations. There are currently 7 vehicles that meet the Department of Management Services 120,000 mile replacement criteria. This reduction will have a significant impact on the program's fleet replacement schedule and will result in the program having to bear the increased costs of repairing and maintaining older, high mileage vehicles.

TOTAL: REGULATION AND LICENSING		<u>1204.00.00.00</u>
BY FUND TYPE		
TRUST FUNDS.....	2.00- 154,633-	2000
SALARY RATE.....	68,722-	
	=====	

COL A93		
SCH VIIIIB-2		
REDUCTIONS		
POS	AMOUNT	CODES
BUSINESS/PROFESSIONAL REG		79000000
PGM: PROFESSIONAL REG		79050000
<u>DRUGS, DEVICES & COSMETICS</u>		79050800
PUBLIC PROTECTION		12
<u>REGULATION AND LICENSING</u>		<u>1204.00.00.00</u>
STATE FUNDING REDUCTIONS		3300000
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

AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 19-20 NARRATIVE:
 PRIORITY #21

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 2018-19, \$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.

REDUCE EXPENDITURES IN THE DIVISION		
OF DRUGS, DEVICES, AND COSMETICS		3300810
OTHER PERSONAL SERVICES		030000
PROFESSIONAL REGULATION TF-STATE	73,712-	2547 1
	=====	
SPECIAL CATEGORIES		100000
ACQUISITION/MOTOR VEHICLES		100021
PROFESSIONAL REGULATION TF-STATE	16,500-	2547 1
	=====	
CONTRACTED SERVICES		100777
PROFESSIONAL REGULATION TF-STATE	48,479-	2547 1
	=====	

COL A93		
SCH VIIIIB-2		
REDUCTIONS		
POS	AMOUNT	CODES

BUSINESS/PROFESSIONAL REG		79000000
PGM: PROFESSIONAL REG		79050000
<u>DRUGS, DEVICES & COSMETICS</u>		79050800
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
SPECIAL CATEGORIES		100000
OPERATION/MOTOR VEHICLES		102289
PROFESSIONAL REGULATION TF-STATE	15,800-	2547 1
	=====	
TOTAL: REDUCE EXPENDITURES IN THE DIVISION		3300810
OF DRUGS, DEVICES, AND COSMETICS		
TOTAL ISSUE.....	154,491-	
	=====	

AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 19-20 NARRATIVE:
 PRIORITY #38

IT COMPONENT? NO

The Department of Business and Professional Regulation (department), Division of Drugs, Devices and Cosmetics (division) proposes a reduction of \$154,491 in budget authority to include \$73,712 in the Other Personal Services (OPS), \$16,500 in the Acquisition of Motor Vehicles, \$16,800 in the Operation of Motor Vehicles, and \$48,479 in the Contracted Services appropriation categories. These expenditures directly impact the division's ability to: conduct opening inspections, conduct risk based inspections, conduct investigations, conduct joint operations with other regulatory authorities, and respond to public health emergencies.

One of the division's primary focuses is on conducting opening (new business) and change of address inspections as quickly as possible. These inspections are inspections that directly impact an entity's ability to engage in permitted business operations. The division's enforcement unit is tasked with conducting these inspections and is comprised of 10.5 FTE positions (9 drug inspectors and 1.5 medical oxygen inspectors) and 4 OPS (4 Medical Gas Inspectors).

In 2016, the division implemented a risk based inspection schedule in response to 2015 Auditor General Report. Also in 2016, the Florida Legislature appropriated OPS funds to the division for hiring 4 OPS medical oxygen inspectors to facilitate the risk-based inspections of establishments engaging in the manufacture and wholesale distribution of medical gases and the retail sale of medical oxygen over the entire State of Florida. In 2017 and 2018, the division continued to follow the risk-based inspection model with additional revisions to improve over all inspection efficiency and has hired and deployed the 4 medical gas inspectors to regional offices. The division utilization of OPS medical gas inspectors has substantially increased the number of medical gas inspections the division can complete during a given year. There are over 7,000 permitted establishments in Florida that are subject to the risk-based inspection schedule established by the Division. This reduction will require a significant reduction in OPS medical oxygen inspector hours and will result in fewer inspections.

The division currently operates a fleet of 16 state vehicles used by regional staff to conduct on-site inspections. The

COL A93		
SCH VIIIIB-2		
REDUCTIONS		
POS	AMOUNT	CODES
BUSINESS/PROFESSIONAL REG		79000000
PGM: PROFESSIONAL REG		79050000
<u>DRUGS, DEVICES & COSMETICS</u>		79050800
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

division's vehicle fleet is aging with three of the division's vehicles currently exceeding the 12 year maximum useable age set by the Department of Management Services guidelines and 7 additional vehicles reaching the 12 year useable age by the end of 2020. The division anticipates obtaining two new vehicles by the end of 2017-18 fiscal year leaving 8 vehicles exceeding 12 years by the end of 2020. A \$16,500 reduction in the Acquisition of Motor Vehicles appropriation category will leave the division \$16,500 and only allow for the replacement of 1 vehicle a year. This will significantly impact the division's fleet replacement schedule and will result in higher costs to maintain an older high mileage fleet.

A reduction of \$16,800 in the Operation of Motor Vehicles will require the division to prioritize and monitor routine maintenance and major repairs, while ensuring there are safe and reliable vehicles available for division employees to perform mission critical activities.

The Contracted Services appropriation category is primarily used for court reporting, legal advertising, and mail and delivery services. The division has routinely operated below the \$58,500 appropriated in the category; however, a reduction of \$48,479 will significantly impact operations especially if there was a public health emergency.

The reduction of any resources reduces the division's ability to more efficiently conduct its primary goal, i.e., to protect Floridians from harm due to the use of adulterated, misbranded or contaminated drugs, drug ingredients, cosmetics, and or devices.

TOTAL: REGULATION AND LICENSING		<u>1204.00.00.00</u>
BY FUND TYPE		
GENERAL REVENUE FUND	64,000-	1000
TRUST FUNDS	154,491-	2000

TOTAL PROG COMP.....	218,491-	
	=====	

COL A93		
SCH VIIIIB-2		
REDUCTIONS		
POS	AMOUNT	CODES
BUSINESS/PROFESSIONAL REG		79000000
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	318,783-	2520 1

AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 19-20 NARRATIVE:
 PRIORITY #33

IT COMPONENT? NO

The Department of Business and Professional Regulation (department), Division of Pari-Mutuel Wagering (division) proposes a reduction of \$318,783 in the Other Personal Services (OPS) appropriation 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 Department of Pathology's Immunology and Lab Medicine to be analyzed for prohibited substances; and
- 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.

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

AGENCY ISSUE NARRATIVE:
 SCH VIIIIB-2 NARR 19-20 NARRATIVE:
 PRIORITY #1

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 will have no impact in workload for department employees and the least potential impact on the Division achieving its mission and regulatory responsibilities.

COL A93		
SCH VIIIIB-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>
PROGRAM REDUCTIONS		33V0000
REDUCE INSPECTION STAFF IN THE		
BUREAU OF SANITATION AND SAFETY		33V1960
SALARY RATE		000000
SALARY RATE.....	1,710,940-	
	=====	
SALARIES AND BENEFITS		010000
	55.00-	
HOTEL AND RESTAURANT TF	-STATE 2,697,546-	2375 1
	=====	
TOTAL: REDUCE INSPECTION STAFF IN THE		33V1960
BUREAU OF SANITATION AND SAFETY		
TOTAL POSITIONS.....	55.00-	
TOTAL ISSUE.....	2,697,546-	
TOTAL SALARY RATE.....	1,710,940-	
	=====	

AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 19-20 NARRATIVE:
 PRIORITY #50

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 \$2,697,546 in Salaries and Benefits 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.

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

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							
N5009 001	55.00-	1,710,940-		986,606-	2,697,546-	0.00	2,697,546-
TOTALS FOR ISSUE BY FUND							
2375 HOTEL AND RESTAURANT TF							2,697,546-
	55.00-	1,710,940-		986,606-	2,697,546-		2,697,546-

TOTAL: REGULATION AND LICENSING							<u>1204.00.00.00</u>
BY FUND TYPE							
TRUST FUNDS.....	55.00-						2000
SALARY RATE.....		2,697,546-					
		1,710,940-					
	=====						

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
SALARY RATE		000000
SALARY RATE.....	1,039,209-	
	=====	
SALARIES AND BENEFITS		010000
	19.00-	
ALCOHOLIC, BEV, TOBACCO TF -STATE	1,451,338-	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.....	1,640,943-	
TOTAL SALARY RATE.....	1,039,209-	
	=====	

AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 19-20 NARRATIVE:
 PRIORITY #51

IT COMPONENT? NO

The Department of Business and Professional Regulation (department), Division of Alcoholic Beverages and Tobacco (division) proposes a reduction of 19 FTE and \$1,640,943 in budget authority within the Bureau of Law Enforcement (bureau).

The Bureau of Law Enforcement is responsible for the management of the division's law enforcement investigations and regulatory inspection programs. These responsibilities include: conducting license investigations, providing guidance

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

and direction to licensees, conducting criminal investigations pursuant to beverage and tobacco laws, and completing regulatory inspections at licensed premises. This reduction will significantly impact the enforcement and inspection efforts of the bureau by closure of three field offices and the reduction of management oversight on the bureau's operations.

The bureau is presently organized with three law enforcement major positions. One position serves as the major of administrative support functions (Assistant Chief), and the other two represent one of two operational areas serving specific geographic areas, the Northern Region and the Southern Region. A reduction of two (2) field operations majors will result in a realignment of field operations oversight to the administrative support major and the management of all administrative support functions to the Chief of Enforcement, increasing the chief's duties to include all affected headquarters staff and responsibilities.

In July 2013, a district captain position was established for West Palm Beach due to an identified need for enforcement and regulatory inspections in an area with a high population of licenses regulated by the Division. Closure of the West Palm Beach office will result in the reassignment of a law enforcement squad to the Margate Office and a reduction of one (1) Law Enforcement Captain and one (1) Law Enforcement Lieutenant position assigned to Ft. Pierce. The closure of the Ft. Pierce office will also result in the reduction of two (2) Law Enforcement Investigator II positions, one (1) Investigative Specialist position, and one (1) Administrative Assistant. In order to ensure coverage of the geographic areas covered by the West Palm and Ft. Pierce offices, the Tampa office will be required to assume responsibility for investigations and inspections within Okeechobee county, Orlando office will be required to assume Indian River County, and the Margate office will have to cover West Palm Beach, Martin, and St. Lucie county with the squad transferred from the closure of the West Palm Beach office.

Additionally, the Pensacola Office will be slated for closure including one (1) Law Enforcement Lieutenant, three (3) Law Enforcement Investigator II positions, one (1) Investigations Specialist II position, and one (1) administrative assistant. Based on overall recommended reductions within the Division, the field office in Pensacola will be closed requiring customers to travel for assistance in Panama City, the next closest field office. The remaining one (1) Investigations Specialist II position will report to the Panama City Office. The retention of this position is necessary to ensure at least three Investigations Specialists are available to inspect the license population remaining in this area.

Additional reductions of personnel will be required to meet the 10% threshold. Reduction of one (1) Investigative Specialist II assigned to Ft. Myers and reductions of two (2) Law Enforcement Investigator II positions in Tampa and one (1) in Jacksonville.

In addition to the proposed FTE reductions mentioned above, the bureau proposes a \$51,000 reduction in the operation of motor vehicles appropriation category, resulting in the elimination of use of 17 vehicles within the bureau fleet. This cost savings will be realized solely through the companion reduction of positions which require a vehicle to complete job

COL A93 SCH VIIIIB-2 REDUCTIONS		CODES
POS	AMOUNT	
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

functions. However, a reduction in the operation of motor vehicles budget authority without a reduction of positions could result in an insufficient budget authority for the operation of motor vehicles during periods of time when gas prices are elevated.

The result of the proposed reduction would be a significant impact to the bureau and will result in a complete restructuring of field operations and strategies for enforcement coverage throughout the state. The bureau may also experience increased costs associated with travel and other functions required for expanded coverage territories associated with more sparsely located district offices.

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							
R1001 001	19.00-	1,039,209-		412,129-	1,451,338-	0.00	1,451,338-
TOTALS FOR ISSUE BY FUND							
2022 ALCOHOLIC, BEV, TOBACCO TF							1,451,338-
	19.00-	1,039,209-		412,129-	1,451,338-		1,451,338-

TOTAL: REGULATION AND LICENSING							<u>1204.00.00.00</u>
BY FUND TYPE	19.00-						
TRUST FUNDS.....		1,640,943-					2000
SALARY RATE.....	1,039,209-						

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.....	236,612-	
	=====	
SALARIES AND BENEFITS		010000
	7.00-	
ALCOHOLIC, BEV, TOBACCO TF -STATE	365,180-	2022 1
	=====	
TOTAL: REDUCE STAFF IN THE DIVISION OF		33V2040
ALCOHOLIC BEVERAGES AND TOBACCO -		
LICENSING		
TOTAL POSITIONS.....	7.00-	
TOTAL ISSUE.....	365,180-	
TOTAL SALARY RATE.....	236,612-	
	=====	

AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 19-20 NARRATIVE:
 PRIORITY #52

IT COMPONENT? NO

The Department of Business and Professional Regulation (department), Division of Alcoholic Beverages and Tobacco (division) proposes a reduction of seven (7) FTE and \$365,180 in budget authority within the Bureau of Licensing (bureau).

A reduction of seven (7) licensing positions will have a direct impact on the processing times of applications for the issuance of licenses, permits, and registrations for the sale of alcohol and tobacco across the State of Florida. The seven (7) identified positions for reduction are responsible for work within the bureau involving a variety of regulatory activities surrounding a statewide program for the issuance of licenses, permits, and registrations for the sale of alcohol and tobacco. These positions are tasked with the accurate collection and distribution of license taxes; as well as the retention and maintenance of records for these licensed businesses. These positions are asked to work independently to perform professional work involving eligibility determination activities for the issuance of licenses, permits, and registrations.

These positions are also responsible for the following:

* Reviewing applications for licenses, permits, and registrations to ensure applicants, premises and locations are qualified for licensure.

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

- * Independently evaluates the qualifications and requirements of the application to ensure compliance with local and state law as well as administrative rules of the agency.
- * Records data pertaining to licenses into department databases.
- * Performs quality assurance checks on license applications processed in the Bureau of Licensing's field/district offices, ensuring that the licenses issued are complete while meeting all requirements, and is consistent with the application submitted.
- * Process requests for actions related to alcoholic beverage and tobacco licenses, including but not limited to; brand registration, delinquent listings, lien searches, lien filings, fingerprinting.
- * Makes independent decisions on the approval or denial of license applications. Flags and removes flags from license applications in the Bureau of Licensing's database.
- * Researches and prepares correspondence regarding licensure for applicants, licensees, the general public, as well as central and field office personnel.
- * Provides accurate information and direction to the general public regarding functions related to licensing.
- * Prepares reports and lists to provide information, including statistical analyses, to the division, department, licensees, and the general public.
- * Answers licensing related questions, giving information to the general public and division personnel regarding requirements for licensure as well as other pertinent information regarding laws, rules, policies and procedures, and compliance.

These staff reductions will cause an increase in license application processing times and will have a negative influence on Florida's economy by delaying the opening of new businesses, thus delaying the hiring of Floridians in these businesses, as well as causing a lag in the movement of product and transaction of sales from which significant state revenue is derived. Although the effects of this staff reduction will be felt across the state, it will be felt disproportionately in the Panhandle of Florida where three (3) of the seven (7) identified positions represent a 42% reduction in the staffing of the Northern Region. This reduction in staffing will also include the closing of two (2) field licensing offices located in Pensacola and Gainesville.

Collectively, the positions are critical to the effective and efficient licensing of these regulated industries.

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							
R1002 001	7.00-	236,612-		128,568-	365,180-	0.00	365,180-
TOTALS FOR ISSUE BY FUND							
2022 ALCOHOLIC, BEV, TOBACCO TF							365,180-
	7.00-	236,612-		128,568-	365,180-		365,180-

TOTAL: REGULATION AND LICENSING							<u>1204.00.00.00</u>
BY FUND TYPE							
TRUST FUNDS.....	7.00-						2000
SALARY RATE.....		236,612-					
	=====						

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.....	389,852-	
	=====	
SALARIES AND BENEFITS		010000
	9.00-	
ALCOHOLIC, BEV, TOBACCO TF -STATE	568,779-	2022 1
	=====	
TOTAL: REDUCE STAFF IN THE DIVISION OF		33V2050
ALCOHOLIC BEVERAGES AND TOBACCO -		
TAX COLLECTION		
TOTAL POSITIONS.....	9.00-	
TOTAL ISSUE.....	568,779-	
TOTAL SALARY RATE.....	389,852-	
	=====	

AGENCY ISSUE NARRATIVE:
 SCH VIIIIB-2 NARR 19-20 NARRATIVE:
 PRIORITY #53

IT COMPONENT? NO

The Department of Business and Professional Regulation (department), Division of Alcoholic Beverages and Tobacco (division), Bureau of Tax Collection (bureau) proposes a reduction of nine (9) FTE and \$568,779 in budget authority. This reduction will require the elimination of three functions (5.00 FTE), three business practice changes (2.00 FTE), and two workload consolidations (2.00 FTE).

Elimination of Functions (5.00 FTE)

1. The bureau proposes to eliminate four (4) Tobacco Surcharge Tax auditors. The bureau received four (4) positions during in Fiscal Year 2010-11 to implement tobacco surcharge requirements mandated in Chapter 2009-079, Laws of Florida. Section 210.095, Florida Statutes established the additional duties of the department related to the remote or direct sale of tobacco products. Tobacco surcharge is a significant source of revenue for the State, collecting \$874,622,379 in Fiscal Year 2017-18. The four positions funded for tobacco surcharge perform audits, collect taxes, and ensure compliance. The four (4) positions are directly responsible for identifying and collecting \$39,188 for tobacco taxes due to the State as determined by the bureau's audits in Fiscal Year 2017-18. Without these audits generated through these positions, these tax obligations may not otherwise have been identified and collected.

The bureau is required by statute to process and track various components pertaining to the operations of the tobacco

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

industry. These tracking aspects are very important to the day-to-day operations of the bureau and customer service for regulated industry members. The bureau recommends reduction of the four tobacco audit positions, however, the effect will constrain 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 the probability of reduced revenue for the State of Florida.

2. The bureau proposes to eliminate one (1) Tax Auditor IV position. This position performs audits of out-of-state businesses, which includes more than 6,264 businesses outside the state which sell products into the state. In Fiscal Year 2017-18, the Tax Auditor IV position conducted over two hundred audits resulting in findings and assessments of \$62,693 due to the state. The findings for these businesses are limited to the number of audits that can be performed within the position's capacity each year.

Business Practice Modifications (2.00 FTE)

1. A business practice change eliminates one (1) Tax Auditor III position which currently performs audits in the Pensacola area. The division has more than 661 businesses operating in the Pensacola area. In Fiscal Year 2017-18, the Tax Auditor III conducted over 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) Tax Auditor III position 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 alcohol beverages. These audits could not be absorbed by other bureau staff.

Reduction by Consolidation (2 FTE)

1. The bureau proposes to eliminate of one (1) Tax Auditor II position in the Ft. Myers area which would require the consolidation of audits by other positions in this area. This position was assigned to this area because of the increasing workload. These audits could not easily be absorbed by other bureau staff.

2. The bureau proposes to eliminate one (1) Regulatory Specialist III within Central Office. Current functions of this position would have 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.

COL A93 SCH VIIIIB-2 REDUCTIONS		CODES
POS	AMOUNT	
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

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							
R1003 001	9.00-	389,852-		178,927-	568,779-	0.00	568,779-
TOTALS FOR ISSUE BY FUND							
2022 ALCOHOLIC, BEV, TOBACCO TF							568,779-
	9.00-	389,852-		178,927-	568,779-		568,779-

TOTAL: REGULATION AND LICENSING							<u>1204.00.00.00</u>
BY FUND TYPE							
TRUST FUNDS.....	9.00-				568,779-		2000
SALARY RATE.....		389,852-					
	=====						

COL A93		
SCH VIIIIB-2		
REDUCTIONS		
POS	AMOUNT	CODES
		79000000
BUSINESS/PROFESSIONAL REG		79800000
PGM: CONDOS, TIMESHAR, MOB HM		79800100
<u>COMPLIANCE AND ENFORCEMENT</u>		12
PUBLIC PROTECTION		<u>1204.00.00.00</u>
<u>REGULATION AND LICENSING</u>		33V0000
PROGRAM REDUCTIONS		
DEREGULATION OF THE MOBILE HOME		
REGULATION PROGRAM WITHIN THE		
DIVISION OF FLORIDA CONDOMINIUMS,		
TIMESHARES AND MOBILE HOMES		33V1580
SALARY RATE		000000
SALARY RATE.....	284,242-	
	=====	
SALARIES AND BENEFITS		010000
	8.00-	
FL CONDO/TIMESHARE/MH TF -STATE	425,675-	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.....	425,675-	
TOTAL SALARY RATE.....	284,242-	
	=====	

AGENCY ISSUE NARRATIVE:
 SCH VIIIIB-2 NARR 19-20 NARRATIVE:
 PRIORITY #43

IT COMPONENT? NO

The Department of Business and Professional Regulation, Division of Florida Condominiums, Timeshares and Mobile Homes (division) proposes a reduction of \$425,675, eight (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 will have a direct impact 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 (FTE's) 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 2017-18, this program generated approximately \$1.2 million in revenue, primarily from annual fees.

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

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							
4482 REAL ESTATE DEVELOPMENT SPECIALIST							
R0582 001	1.00-	34,228-		23,166-	57,394-	0.00	57,394-
R0672 001	1.00-	36,476-		14,059-	50,535-	0.00	50,535-
R0783 001	1.00-	34,228-		23,166-	57,394-	0.00	57,394-
R0788 001	1.00-	32,823-		13,478-	46,301-	0.00	46,301-
R1257 001	1.00-	35,634-		23,390-	59,024-	0.00	59,024-
8318 INVESTIGATION SPECIALIST II							
R0490 001	1.00-	32,823-		5,265-	38,088-	0.00	38,088-
R0793 001	1.00-	34,228-		23,166-	57,394-	0.00	57,394-
4484 REAL ESTATE DEVELOPMENT SPEC SUPV - SES							
R1022 001	1.00-	43,802-		15,743-	59,545-	0.00	59,545-

TOTALS FOR ISSUE BY FUND							
2289 FL CONDO/TIMESHARE/MH TF							425,675-
	8.00-	284,242-		141,433-	425,675-		425,675-
	=====	=====	=====	=====	=====		=====

COL A93		
SCH VIIIIB-2		
REDUCTIONS		
POS	AMOUNT	CODES
BUSINESS/PROFESSIONAL REG		79000000
PGM: CONDOS, TIMESHARE, 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
SALARY RATE		000000
SALARY RATE.....	239,478-	
	=====	
SALARIES AND BENEFITS		010000
	7.00-	
FL CONDO/TIMESHARE/MH TF -STATE	374,963-	2289 1
	=====	
EXPENSES		040000
FL CONDO/TIMESHARE/MH TF -STATE	43,549-	2289 1
	=====	
TOTAL: REDUCE COMPLIANCE STAFF IN THE		33V3050
DIVISION OF FLORIDA CONDOMINIUMS,		
TIME SHARES AND MOBILE HOMES		
TOTAL POSITIONS.....	7.00-	
TOTAL ISSUE.....	418,512-	
TOTAL SALARY RATE.....	239,478-	
	=====	

AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 19-20 NARRATIVE:
 PRIORITY #44

IT COMPONENT? NO

The Department of Business and Professional Regulation, Division of Florida Condominiums, Timeshares and Mobile Homes (division) proposes a reduction of \$418,512 and seven (7) positions in Condominium Compliance staffing.

The division investigates condominium complaints through four offices located in Tallahassee, Tampa, Orlando, and Ft. Lauderdale. This proposed reduction will result in closing the Orlando office. Condominium complaints ordinarily investigated by the Orlando office will be handled in one of the other offices and will require agency 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 have to travel further to complete complaint investigations. Also, regional education and training services provided by the Orlando office will have to be covered by other staff which would either increase travel expenses or reduce the level of

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

service to this portion of the state.

The division's Orlando office is located in the Hurston Building located at 400 West Robinson Street. This is a Department of Management Services managed building. The Division currently leases 1,686 square feet with a Fiscal Year 2018-19 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.

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							
R1098 001	1.00-	25,577-		17,016-	42,593-	0.00	42,593-
8318 INVESTIGATION SPECIALIST II							
R0460 001	1.00-	35,634-		13,925-	49,559-	0.00	49,559-
R0487 001	1.00-	32,823-		18,168-	50,991-	0.00	50,991-
R0859 001	1.00-	34,228-		23,166-	57,394-	0.00	57,394-
R1261 001	1.00-	32,823-		22,943-	55,766-	0.00	55,766-
R1263 001	1.00-	34,228-		13,701-	47,929-	0.00	47,929-
8354 INVESTIGATOR SUPERVISOR - SES							
R0478 001	1.00-	44,165-		26,566-	70,731-	0.00	70,731-
TOTALS FOR ISSUE BY FUND							
2289 FL CONDO/TIMESHARE/MH TF							374,963-
	7.00-	239,478-		135,485-	374,963-		374,963-

COL A93		
SCH VIII B-2		
REDUCTIONS		
POS	AMOUNT	CODES

BUSINESS/PROFESSIONAL REG		79000000
PGM: CONDOS, TIMESHR, MOB HM		79800000
<u>COMPLIANCE AND ENFORCEMENT</u>		79800100
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		
	15.00-	
TRUST FUNDS.....	844,187-	2000
SALARY RATE.....	523,720-	
	=====	
TOTAL: BUSINESS/PROFESSIONAL REG		79000000
BY FUND TYPE		
GENERAL REVENUE FUND	144,115-	1000
TRUST FUNDS	14,980,023-	2000

TOTAL POSITIONS.....	149.50-	
TOTAL DEPARTMENT.....	15,124,138-	
TOTAL SALARY RATE.....	5,253,678-	
	=====	