

COL A10		
SCH VIIIIB-2		
REDUCTIONS		
POS	AMOUNT	CODES
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BUSINESS/PROFESSIONAL REG		79000000
PGM: OFFICE/SEC & ADMIN		79010000
<u>EXECUTIVE DIR/SUPPORT SVCS</u>		79010200
GOV OPERATIONS/SUPPORT		16
<u>EXEC LEADERSHIP/SUPPRT SVC</u>		<u>1602.00.00.00</u>
PROGRAM REDUCTIONS		33V0000
REDUCE STAFF IN THE DIVISION OF		
ADMINISTRATION AND FINANCIAL		
MANAGEMENT'S BUREAU OF HUMAN		
RESOURCES		33V1560
SALARY RATE		000000
SALARY RATE.....	72,215-	
	=====	
SALARIES AND BENEFITS		010000
	2.00-	
ADMINISTRATIVE TRUST FUND -STATE	113,311-	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.....	113,311-	
TOTAL SALARY RATE.....	72,215-	
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AGENCY ISSUE NARRATIVE:  
 SCH VIIIIB-2 NARR 20-21 NARRATIVE:  
 PRIORITY #63

IT COMPONENT? NO

The Department of Business and Professional Regulation (department), Division of Administration (division), Bureau of Human Resources (bureau) proposes a reduction of two (2) positions and \$113,311 in budget authority.

These positions are one (1) Personnel Technician III/CBJA -SES and one (1) Human Resource Analyst/CBJA - SES.

The Personnel Technician III/CBJA - SES is the time and attendance administrator and works with the organizational management supervisor. Elimination of this position will result in a reduced ability to provide prompt and professional service to the department's employees and management. The loss of the additional time for the analysis and review of the areas this position serves would cause a hardship on the agency as a whole.

The Human Resource Analyst/CBJA - SES is responsible for providing personnel support to employees in all divisions within the department, serves as the agency's benefits coordinator and as lead liaison with the Department of Financial Services (DFS), Bureau of State Payrolls. This is one of only two (2) positions within the agency responsible for providing this type of support and the only position with the responsibility for acting as the benefits, retirement coordinator and lead liaison with DFS. Elimination of this position would negatively impact the Bureau of Human Resources and the department.

COL A10 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

The elimination would 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 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. The elimination of these positions will have a significant impact on the operations of the Bureau of Human Resources and the Division of Administration.

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POSITION DETAIL OF SALARIES AND BENEFITS:

	FTE	BASE RATE	ADDITIVES	BENEFITS	SUBTOTAL	LAPSE %	LAPSED SALARIES AND BENEFITS
A10 - SCH VIIIIB-2 REDUCTIONS							
CHANGES TO CURRENTLY AUTHORIZED POSITIONS							
0169 PERSONNEL TECHNICIAN III/CBJA -SES							
P0007 001	1.00-	31,109-		19,740-	50,849-	0.00	50,849-
0173 HUMAN RESOURCE ANALYST/CBJA - SES							
P0008 001	1.00-	41,106-		21,356-	62,462-	0.00	62,462-
TOTALS FOR ISSUE BY FUND							
2021 ADMINISTRATIVE TRUST FUND							113,311-
	2.00-	72,215-		41,096-	113,311-		113,311-

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COL A10		
SCH VIIIIB-2		
REDUCTIONS		
POS	AMOUNT	CODES
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BUSINESS/PROFESSIONAL REG		79000000
PGM: OFFICE/SEC & ADMIN		79010000
<u>EXECUTIVE DIR/SUPPORT SVCS</u>		79010200
GOV OPERATIONS/SUPPORT		16
<u>EXEC LEADERSHIP/SUPPRT SVC</u>		<u>1602.00.00.00</u>
PROGRAM REDUCTIONS		33V0000
REDUCE STAFF IN THE OFFICE OF		
LEGISLATIVE AFFAIRS		33V1700
SALARY RATE		000000
SALARY RATE.....	35,655-	
	=====	
SALARIES AND BENEFITS		010000
	1.00-	
ADMINISTRATIVE TRUST FUND -STATE	56,130-	2021 1
	=====	
TOTAL: REDUCE STAFF IN THE OFFICE OF		33V1700
LEGISLATIVE AFFAIRS		
TOTAL POSITIONS.....	1.00-	
TOTAL ISSUE.....	56,130-	
TOTAL SALARY RATE.....	35,655-	
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AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 20-21 NARRATIVE:  
 PRIORITY #38

IT COMPONENT? NO

The Department of Business and Professional Regulation (department), Office of Legislative Affairs proposes a reduction of one (1) position and \$56,130 in budget authority. There are currently four (4) positions in the Office of Legislative Affairs The Director, and three (3) Legislative Coordinators. Legislative Coordinators are responsible for the following:

Working with legislators and staff to resolve constituent issues;

Working with house and senate committee staff as well as legislators to prepare agency bill analyses, amendments, summaries, talk-sheets, reports and informational papers;

Reviewing all legislation that impacts the department and determine the impact of all amendments to bills being tracked, in order to provide input to the legislature regarding the proposed legislation;

Coordinating the completion of all requested bill analyses during the legislative session;

Coordinating implementation of legislation that has passed during the legislative session that impacts the department; and

Attend legislative briefings with the governor's office, house and senate staff, as well as other interested

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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>		1602.00.00.00
PROGRAM REDUCTIONS		33V0000
REDUCE STAFF IN THE OFFICE OF		
LEGISLATIVE AFFAIRS		33V1700

stakeholders as requested.

This reduction will eliminate one Legislative Coordinator position and will have a moderate impact on operations in that the duties and responsibilities of the eliminated position will have to be distributed to remaining staff.

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POSITION DETAIL OF SALARIES AND BENEFITS:

	FTE	BASE RATE	ADDITIVES	BENEFITS	SUBTOTAL	LAPSE %	LAPSED SALARIES AND BENEFITS
A10 - SCH VIIIIB-2 REDUCTIONS							
CHANGES TO CURRENTLY AUTHORIZED POSITIONS							
7885 LEGISLATIVE COORDINATOR-DBPR							
P0001 001	1.00-	35,655-		20,475-	56,130-	0.00	56,130-
TOTALS FOR ISSUE BY FUND							
2021 ADMINISTRATIVE TRUST FUND							56,130-
	1.00-	35,655-		20,475-	56,130-		56,130-

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REDUCE STAFF IN THE OFFICE OF		
COMMUNICATIONS		33V1710
SALARY RATE		000000
SALARY RATE.....	28,033-	
	=====	



COL A10 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

POSITION DETAIL OF SALARIES AND BENEFITS:

	FTE	BASE RATE	ADDITIVES	BENEFITS	SUBTOTAL	LAPSE %	LAPSED SALARIES AND BENEFITS
A10 - SCH VIIIIB-2 REDUCTIONS							
CHANGES TO CURRENTLY AUTHORIZED POSITIONS							
TOTALS FOR ISSUE BY FUND							
2021 ADMINISTRATIVE TRUST FUND							47,276-
	1.00-	28,033-		19,243-	47,276-		47,276-

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REDUCE STAFF IN THE OFFICE OF THE INSPECTOR GENERAL							33V1720
SALARY RATE							000000
SALARY RATE.....	2.00-	85,766-					
SALARIES AND BENEFITS							010000
ADMINISTRATIVE TRUST FUND -STATE	2.00-	134,312-					2021 1
TOTAL: REDUCE STAFF IN THE OFFICE OF THE INSPECTOR GENERAL							33V1720
TOTAL POSITIONS.....	2.00-						
TOTAL ISSUE.....		134,312-					
TOTAL SALARY RATE.....		85,766-					

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AGENCY ISSUE NARRATIVE:  
 SCH VIIIIB-2 NARR 20-21 NARRATIVE:  
 PRIORITY #60

IT COMPONENT? NO

COL A10		
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

The Department of Business and Professional Regulation (department), Office of the Inspector General (OIG) proposes a reduction of two (2) positions and \$134,312 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) Law Enforcement Lieutenant (Inspector) 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.

This position is assigned full-time to carrying out the audit duties and responsibilities of the Office of Inspector General (see description of duties below). The workload assigned to this position cannot be absorbed by remaining audit staff. Reduction of one audit position would significantly constrain the Inspector General's capability to provide sufficient coverage of agency operations in accordance with statutory requirements.

Description of Duties:

Responsible for conducting audits, consulting engagements, management reviews, and special assignments for the Office of Inspector General in accordance with Section 20.055, Florida Statutes;

Plans and conducts audits of department programs, activities and functions in accordance with the International Standards for the Professional Practice of Internal Auditing and office procedures;

Analyzes and examines operating methods and procedures to evaluate effectiveness, efficiency, and/or cost benefit;

Makes oral presentations and provides written reports to management that document audit findings and include recommendations for corrective actions, modifications, or improvements to the audited activity;

Reviews and evaluates the adequacy and effectiveness of internal controls;

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

Evaluates the effectiveness and efficiency of the use of department resources;

Assesses the reliability and validity of the department's performance measures and standards and makes recommendations for improvement, as necessary;

Conducts follow-up reviews of the status of action taken by management to implement findings and recommendations made in internal audits and audits conducted by external audit or other oversight entities;

Prepares thorough, complete, and accurate documentation of work performed;

Maintains all training requirements and certifications as established by the state, the department, and the Office of Inspector General;

Conducts and/or provides other assistance for the following course of training: new employee orientation; and

Performs other duties as required by the Inspector General or the Director of Auditing.

The Inspector/Law Enforcement Lieutenant position is responsible for assisting the Inspector General's Office in carrying out these statutory duties and responsibilities. Specifically, the incumbent is responsible for conducting internal investigations based on allegations or evidence of gross mismanagement or employee misconduct in accordance with Section 20.055, Florida Statutes, the Principles and Standards for Offices of Inspector General, and Office of Inspector General policies and procedures.

This position is assigned full-time to carrying out the internal investigation duties and responsibilities of the Office of Inspector General (see description of duties below). The workload assigned to this position cannot be absorbed by remaining investigation staff. Reduction of one inspector position would significantly constrain the Inspector General's capability to provide sufficient coverage of agency operations in accordance with statutory requirements.  
Description of Duties:

Responsible for conducting internal investigations for the Office of Inspector General in accordance with Section 20.055, Florida Statutes;

Reviews complaints and develops investigative action plans;

Conducts administrative investigations, inquiries, administrative reviews, and background investigations; interprets and applies department rules, policies, procedures, and state statutes as they relate to allegations of mismanagement or misconduct;



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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

Conducts interviews of witnesses and subjects, obtains sworn statements, when appropriate; ensures that documents and other evidence associated with investigations are collected and handled in an appropriate manner;

Collects, analyzes, documents, and disseminates data;

Conducts reviews and analysis of matters which are frequently complex in nature;

Prepares complete and comprehensive reports consistent with the established standards of the office;

Provides investigative assistance to the Office of the Chief Inspector General, other agency inspectors general, and local, state, and federal law enforcement agencies;

Maintains all training requirements and certifications as established by the state, the department, and the Office of Inspector General;

Conducts and/or provides other assistance for the following courses of training: new employee orientation and basic supervisory training; and

Performs other duties as required by the Inspector General or the Director of Investigations.

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.

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POSITION DETAIL OF SALARIES AND BENEFITS:

	FTE	BASE RATE	ADDITIVES	BENEFITS	SUBTOTAL	LAPSE %	LAPSED SALARIES AND BENEFITS
A10 - SCH VIIIIB-2 REDUCTIONS							
CHANGES TO CURRENTLY AUTHORIZED POSITIONS							
8522 LAW ENFORCEMENT LIEUTENANT							
P0004 001	1.00-	44,660-		28,357-	73,017-	0.00	73,017-
2239 MANAGEMENT REVIEW SPECIALIST - SES							
P0005 001	1.00-	41,106-		21,356-	62,462-	0.00	62,462-

COL A10 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 THE INSPECTOR GENERAL		33V1720

POSITION DETAIL OF SALARIES AND BENEFITS:

	FTE	BASE RATE	ADDITIVES	BENEFITS	SUBTOTAL	LAPSE %	LAPSED SALARIES AND BENEFITS
A10 - SCH VIIIIB-2 REDUCTIONS							
CHANGES TO CURRENTLY AUTHORIZED POSITIONS							
TOTALS FOR ISSUE BY FUND							
2021 ADMINISTRATIVE TRUST FUND							135,479-
	2.00-	85,766-		49,713-	135,479-		135,479-
OTHER SALARY AMOUNT							
2021 ADMINISTRATIVE TRUST FUND							1,167
							134,312-

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REDUCE LEGAL STAFF IN THE OFFICE OF THE GENERAL COUNSEL							33V1730
SALARY RATE							000000
SALARY RATE.....	39,234-						
=====							
SALARIES AND BENEFITS							010000
ADMINISTRATIVE TRUST FUND -STATE	1.00-	59,120-					2021 1
=====							
TOTAL: REDUCE LEGAL STAFF IN THE OFFICE OF THE GENERAL COUNSEL							33V1730
TOTAL POSITIONS.....	1.00-						
TOTAL ISSUE.....		59,120-					
TOTAL SALARY RATE.....	39,234-						
=====							

COL A10		
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 20-21 NARRATIVE: IT COMPONENT? NO  
 PRIORITY #75

The Department of Business and Professional Regulation (department), Office of the General Counsel (OGC) proposes a reduction of one (1) Attorney position and \$59,120 in budget authority.

This is an Attorney position in the Pari-Mutuel Wagering (PMW) legal unit. This position is responsible for the effective prosecution of legal cases related to PMW. Elimination of this position would hamper 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 also have an adverse impact on the remaining attorneys as they would be required to assume the additional responsibilities of an increased workload in the extremely busy and high profile work unit as well as the Division of PMW.

POSITION DETAIL OF SALARIES AND BENEFITS:

	FTE	BASE RATE	ADDITIVES	BENEFITS	SUBTOTAL	LAPSE %	LAPSED SALARIES AND BENEFITS
A10 - SCH VIIIIB-2 REDUCTIONS							
CHANGES TO CURRENTLY AUTHORIZED POSITIONS							
P101 PROPOSED CLASS CODE							
P0000 001	1.00-	39,234-		19,886-	59,120-	0.00	59,120-
TOTALS FOR ISSUE BY FUND							
2021 ADMINISTRATIVE TRUST FUND							59,120-
	1.00-	39,234-		19,886-	59,120-		59,120-

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COL A10		
SCH VIIIIB-2		
REDUCTIONS		
POS	AMOUNT	CODES
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BUSINESS/PROFESSIONAL REG		79000000
PGM: OFFICE/SEC & ADMIN		79010000
<u>EXECUTIVE DIR/SUPPORT SVCS</u>		79010200
GOV OPERATIONS/SUPPORT		16
<u>EXEC LEADERSHIP/SUPPRT SVC</u>		<u>1602.00.00.00</u>
PROGRAM REDUCTIONS		33V0000
REDUCE SUPPORT STAFF IN THE OFFICE		
OF THE GENERAL COUNSEL		33V1740
SALARY RATE		000000
SALARY RATE.....	136,357-	
	=====	
SALARIES AND BENEFITS		010000
	5.00-	
ADMINISTRATIVE TRUST FUND -STATE	226,147-	2021 1
	=====	
TOTAL: REDUCE SUPPORT STAFF IN THE OFFICE		33V1740
OF THE GENERAL COUNSEL		
TOTAL POSITIONS.....	5.00-	
TOTAL ISSUE.....	226,147-	
TOTAL SALARY RATE.....	136,357-	
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AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 20-21 NARRATIVE:  
 PRIORITY #74

IT COMPONENT? NO

The Department of Business and Professional Regulation (department), Office of the General Counsel (OGC) proposes a reduction of five administrative support positions and \$226,147 in budget authority.

Administrative Assistant I - This position is located in the Pari-Mutuel Wagering (PMW) legal unit and provides support to four attorneys and one Administrative Assistant II. Eliminating this position would hamper the OGC's ability to prosecute PM cases in a timely and efficient manner and would have an adverse impact on the remaining assistant and attorneys, as they would be required to assume the additional responsibilities of an increased workload in the extremely busy and high profile work unit as well as the Division of PMW.

Administrative Assistant I - This position is located in the Professions legal unit and provides support to four attorneys. This work unit processes cases for more than ten professions/boards. Eliminating this position would hamper the OGC's ability to prosecute professions cases in a timely and efficient manner and 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 the extremely busy work unit.

Administrative Assistant I - This position is located in the Agency Clerk's office and provides support to the Agency Clerk as well as the Deputy Agency Clerks. The Clerk's office files and mails thousands of legal documents some of which must be uploaded to the Division of Administrative Hearings website. This AAI position is solely responsible for making sure these documents are uploaded and are free from error. Elimination of this position would hamper the OGC's ability

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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 SUPPORT STAFF IN THE OFFICE		
OF THE GENERAL COUNSEL		33V1740

to prosecute Professions cases in a timely and efficient manner and would cause a significant increase in workload for the Clerk and the Deputy Clerk's and/or the legal support staff to assume these very time consuming responsibilities.

Staff Assistant - This position provides support to all work units within OGC acting as a receptionist for all work units by answering incoming calls, relaying important case information to internal and external customers, as well as answering questions from the public regarding case information. This position is also a point of contact related to equipment issues (copiers/printers, etc.). This position assists the Office Manager in keeping office supplies in stock, as well as assisting in IT related issues. Elimination of this position would cause a significant increase in workload for the remaining staff in the OGC and would require support staff and attorneys to spend a good portion of their day answering calls and fielding questions.

Staff Assistant - This position is located in the Construction legal unit and provides support to eleven attorneys. Eliminating this position would have an adverse impact on the remaining assistants and attorneys, as they would be required to assume the additional responsibilities of an increased workload in this extremely busy work unit.

This reduction of five (5) administrative support positions will have a significant impact on the operations and services in the Office of the General Counsel.

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POSITION DETAIL OF SALARIES AND BENEFITS:

	FTE	BASE RATE	ADDITIVES	BENEFITS	SUBTOTAL	LAPSE %	LAPSED SALARIES AND BENEFITS
A10 - SCH VIIIIB-2 REDUCTIONS							
CHANGES TO CURRENTLY AUTHORIZED POSITIONS							
P101 PROPOSED CLASS CODE							
P0000 001	5.00-	136,357-		89,790-	226,147-	0.00	226,147-
TOTALS FOR ISSUE BY FUND							
2021 ADMINISTRATIVE TRUST FUND							226,147-
	5.00-	136,357-		89,790-	226,147-		226,147-

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COL A10		
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 FINANCE AND		
ACCOUNTING		33V1760
SALARY RATE		000000
SALARY RATE.....	89,897-	
	=====	
SALARIES AND BENEFITS		010000
	3.00-	
ADMINISTRATIVE TRUST FUND -STATE	145,075-	2021 1
	=====	
TOTAL: REDUCE STAFF IN FINANCE AND		33V1760
ACCOUNTING		
TOTAL POSITIONS.....	3.00-	
TOTAL ISSUE.....	145,075-	
TOTAL SALARY RATE.....	89,897-	
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AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 20-21 NARRATIVE:  
 PRIORITY #64

IT COMPONENT? NO

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 three (3) positions and \$145,075 in budget authority.

These positions are two (2) Accountant II positions and one (1) Senior Professional Accountant.

The Accountant II positions are responsible for processing travel and commodity related disbursements for the department. The elimination of these 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 duties of these employees will have to be reassigned and will place a larger workload on remaining staff. Staff will have to work additional hours in order to process payment requests resulting in increased overtime costs. Payment processing timeframes will be increased resulting in prompt payment deadlines being missed.

The Senior Professional Accountant's duties include:

Maintain accurate data in the Debit Memo system to reflect all debit memos and repayments made;

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

Analyze and prepare collection and write-off reports to the Department of Financial Services for aged and uncollectible items;

Sample audit the various types of deposits and FLAIR entries;

Reconcile the Administrative and Travel Revolving Fund;

Prepare the daily cash and investment report;

Invest and/or disinvest excess cash and process the necessary accounting entries; and

Reconcile the Treasury statement to the cash and interest accounting entries.

The duties of this position would need to be absorbed by the rest of the section and will put a strain on internal controls and separation of duties.

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. Elimination of these positions would have a significant impact on the operations of the Bureau of Finance and Accounting.

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POSITION DETAIL OF SALARIES AND BENEFITS:

	FTE	BASE RATE	ADDITIVES	BENEFITS	SUBTOTAL	LAPSE %	LAPSED SALARIES AND BENEFITS
A10 - SCH VIIIIB-2 REDUCTIONS							
CHANGES TO CURRENTLY AUTHORIZED POSITIONS							
1430 ACCOUNTANT II							
P0008 001	2.00-	53,288-		35,714-	89,002-	0.00	89,002-
1468 SENIOR PROFESSIONAL ACCOUNTANT							
P0009 001	1.00-	36,609-		19,464-	56,073-	0.00	56,073-

COL A10 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 FINANCE AND ACCOUNTING		33V1760

POSITION DETAIL OF SALARIES AND BENEFITS:

	FTE	BASE RATE	ADDITIVES	BENEFITS	SUBTOTAL	LAPSE %	LAPSED SALARIES AND BENEFITS
A10 - SCH VIIIIB-2 REDUCTIONS							
CHANGES TO CURRENTLY AUTHORIZED POSITIONS							
TOTALS FOR ISSUE BY FUND							
2021 ADMINISTRATIVE TRUST FUND							145,075-
	3.00-	89,897-		55,178-	145,075-		145,075-

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REDUCE STAFF IN THE OFFICE OF PLANNING AND BUDGET							33V1770
SALARY RATE							000000
SALARY RATE.....	46,560-						
=====							
SALARIES AND BENEFITS							010000
ADMINISTRATIVE TRUST FUND -STATE	1.00-	68,797-					2021 1
=====							
TOTAL: REDUCE STAFF IN THE OFFICE OF PLANNING AND BUDGET							33V1770
TOTAL POSITIONS.....	1.00-						
TOTAL ISSUE.....		68,797-					
TOTAL SALARY RATE.....	46,560-						
=====							

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AGENCY ISSUE NARRATIVE:  
 SCH VIIIIB-2 NARR 20-21 NARRATIVE:  
 Priority #40

IT COMPONENT? NO



COL A10		
SCH VIIIIB-2		
REDUCTIONS		
POS	AMOUNT	CODES
BUSINESS/PROFESSIONAL REG		79000000
PGM: OFFICE/SEC & ADMIN		79010000
<u>EXECUTIVE DIR/SUPPORT SVCS</u>		79010200
GOV OPERATIONS/SUPPORT		16
<u>EXEC LEADERSHIP/SUPPRT SVC</u>		<u>1602.00.00.00</u>
PROGRAM REDUCTIONS		33V0000
REDUCE STAFF IN THE OFFICE OF		
PLANNING AND BUDGET		33V1770

The 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 \$68,797 in budget authority. This reduction will eliminate a Senior Management Analyst II - SES (Budget Analyst) position. The duties and responsibilities of this position

This position currently reports to the Director of Administration but is funded through the Office of Planning and Budget and acts as the Planning and Fiscal Analysis Administrator. A pending reorganization will place this position as a direct report to the Budget and Financial Management Director (pending reclassification of the current Bureau Chief of Planning and Budget). Duties primarily include reviewing proposed and enacted legislation for fiscal impact, preparing the division's spending plans, coordinating the development of the department's Long Range Program Plan, and special projects/research as assigned by the director.

Elimination of this position will have a moderate impact on the Director's Office and the Office of Planning and Budget. Prior to this position being established, the three Senior Management Analyst/Budget Analyst positions and the Bureau of the Office of Planning and Budget were responsible for reviewing legislation for fiscal impact and the coordination and development of the Long Range Program Plan. Additionally, the budget analyst assigned to the Executive Direction/Support Services budget entity was heavily involved in assisting in the preparation of the Division of Administration's spending plan. These duties can be shifted back to the Office of Planning and Budget. Legislative bill analysis will keep the analysts abreast of potential program and budgetary changes. Coordinating/developing the Long Range Program Plan can provide the analysts an awareness and higher understanding into the operations of each of their assigned programs/entities.

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POSITION DETAIL OF SALARIES AND BENEFITS:

FTE	BASE RATE	ADDITIVES	BENEFITS	SUBTOTAL	LAPSE %	LAPSED SALARIES AND BENEFITS
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A10 - SCH VIIIIB-2 REDUCTIONS

CHANGES TO CURRENTLY AUTHORIZED POSITIONS

2225 SENIOR MANAGEMENT ANALYST II - SES						
P0003 001	1.00-	46,560-	22,237-	68,797-	0.00	68,797-

COL A10 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
A10 - SCH VIIIIB-2 REDUCTIONS							
CHANGES TO CURRENTLY AUTHORIZED POSITIONS							
TOTALS FOR ISSUE BY FUND							
2021 ADMINISTRATIVE TRUST FUND							68,797-
	1.00-	46,560-		22,237-	68,797-		68,797-

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REDUCE STAFF IN THE DIVISION OF ADMINISTRATION AND FINANCIAL MANAGEMENT'S BUREAU OF AGENCY SERVICES							33V1790 000000
SALARY RATE							
SALARY RATE.....	109,372-						
	=====						
SALARIES AND BENEFITS							010000
	3.00-						
ADMINISTRATIVE TRUST FUND -STATE		167,689-					2021 1
	=====						
TOTAL: REDUCE STAFF IN THE DIVISION OF ADMINISTRATION AND FINANCIAL MANAGEMENT'S BUREAU OF AGENCY SERVICES							33V1790
TOTAL POSITIONS.....	3.00-						
TOTAL ISSUE.....		167,689-					
TOTAL SALARY RATE.....	109,372-						
	=====						

COL A10		
SCH VIIIB-2		
REDUCTIONS		
POS	AMOUNT	CODES
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BUSINESS/PROFESSIONAL REG		79000000
PGM: OFFICE/SEC & ADMIN		79010000
<u>EXECUTIVE DIR/SUPPORT SVCS</u>		79010200
GOV OPERATIONS/SUPPORT		16
<u>EXEC LEADERSHIP/SUPPRT SVC</u>		<u>1602.00.00.00</u>
PROGRAM REDUCTIONS		33V0000
REDUCE STAFF IN THE DIVISION OF		
ADMINISTRATION AND FINANCIAL		
MANAGEMENT'S BUREAU OF AGENCY		
SERVICES		33V1790

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AGENCY ISSUE NARRATIVE:  
 SCH VIIIB-2 NARR 20-21 NARRATIVE:  
 PRIORITY #62

IT COMPONENT? NO

The Department of Business and Professional Regulation (department), Division of Administration (division), Bureau of Agency Services (bureau) proposes the reduction of three (3) positions and \$167,689 in budget authority.

This reduction will eliminate one (1) Government Operations Consultant II, one (1) Operations Review Specialist, and one (1) Administrative Assistant 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. This position is responsible for the establishment of policies and procedures, recommendations for training and is the point of contact for all components of the program.

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.

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 the allocation process to ensure the bureau recoups funds which are spent on behalf of the divisions. This position is also responsible for the development of all forms, webpages, policies and procedures, and for reviewing and making recommendations to streamline current processes within the bureau.

If this position is eliminated, the necessary functions associated with this position would have to be absorbed by the managers within each section as well as the Bureau Chief of Agency Services which would significantly increase the workload of these positions.

The Administrative Assistant II provides administrative support to the Chief of Agency Services and assists with the

COL A10		
SCH VIIIB-2		
REDUCTIONS		
POS	AMOUNT	CODES
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BUSINESS/PROFESSIONAL REG		79000000
PGM: OFFICE/SEC & ADMIN		79010000
<u>EXECUTIVE DIR/SUPPORT SVCS</u>		79010200
GOV OPERATIONS/SUPPORT		16
<u>EXEC LEADERSHIP/SUPPRT SVC</u>		<u>1602.00.00.00</u>
PROGRAM REDUCTIONS		33V0000
REDUCE STAFF IN THE DIVISION OF		
ADMINISTRATION AND FINANCIAL		
MANAGEMENT'S BUREAU OF AGENCY		
SERVICES		33V1790

day-to-day administrative support to the P-Card Administrator. This position performs the following duties:

- Prepares and reviews operational reports and schedules;
- Compiles, copies, sorts, and files records of office activities, business transactions, and other activities;
- Computes, records, and proof-reads data and other information. Composes and types letters and memos;
- Assist with ordering of materials, supplies, and services and completes necessary documentation through MFMP;
- Answers telephone and responds to requests by reviewing files, records, and other documents to obtain information to respond to requests;
- Opens incoming mail and prepares all outgoing mail;
- Maintains calendar and coordinates conferences and meetings for the Bureau;
- Prepares agenda materials and records and types minutes of meetings;
- Arranges travel schedules, reservations and completes necessary paperwork;
- Coordinates and tracks legislative budget analysis, audits and reports to ensure deadlines are met; and
- Responsible for updating and broadcasting organizational charts and phone lists.

There would be a significant impact in the delivery or quality of services to employees and managers who rely on the Administrative Assistant. The duties would have to be assumed by the managers within each section and the Bureau Chief of Agency Services which would significantly increase the workload of 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 three (3) positions. The elimination of these positions will have a significant impact on the operations of the Bureau of Agency Services and the Division of Administration.

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COL A10 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
A10 - SCH VIIIIB-2 REDUCTIONS							
CHANGES TO CURRENTLY AUTHORIZED POSITIONS							
0712 ADMINISTRATIVE ASSISTANT II							
P0005 001	1.00-	29,457-		18,310-	47,767-	0.00	47,767-
2236 GOVERNMENT OPERATIONS CONSULTANT II							
P0006 001	1.00-	38,809-		19,818-	58,627-	0.00	58,627-
2239 OPERATIONS REVIEW SPECIALIST							
P0007 001	1.00-	41,106-		20,189-	61,295-	0.00	61,295-
-----							
TOTALS FOR ISSUE BY FUND							
2021 ADMINISTRATIVE TRUST FUND							167,689-
	3.00-	109,372-		58,317-	167,689-		167,689-
	=====	=====	=====	=====	=====		=====

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COL A10		
SCH VIIIIB-2		
REDUCTIONS		
POS	AMOUNT	CODES
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BUSINESS/PROFESSIONAL REG		79000000
PGM: OFFICE/SEC & ADMIN		79010000
<u>EXECUTIVE DIR/SUPPORT SVCS</u>		79010200
GOV OPERATIONS/SUPPORT		16
<u>EXEC LEADERSHIP/SUPPRT SVC</u>		<u>1602.00.00.00</u>
STATE FUNDING REDUCTIONS		3300000
REDUCE OTHER PERSONAL SERVICES		
(OPS) IN THE OFFICE OF THE GENERAL		
COUNSEL		3300400
OTHER PERSONAL SERVICES		030000
ADMINISTRATIVE TRUST FUND -STATE	300,000-	2021 1
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AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 20-21 NARRATIVE:  
 PRIORITY #73

IT COMPONENT? NO

The Department of Business and Professional Regulation (department), Office of the General Counsel (OGC) proposes a \$300,000 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.

This category also includes the funding for Letters of Authorization (LOA) with the Office of the Attorney General (OAG). According to the interagency agreement between the OAG and DBPR, representation is requested by the OGC for ad-hoc legal services. This reduction in funding could potentially be an impediment to the department and the OGC.

This reduction of OPS budget authority would adversely impact OGC's ability to timely and adequately serve our licensees, the citizens of Florida and the divisions which it supports/represents.

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COL A10		
SCH VIIIIB-2		
REDUCTIONS		
POS	AMOUNT	CODES
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BUSINESS/PROFESSIONAL REG		79000000
PGM: OFFICE/SEC & ADMIN		79010000
<u>EXECUTIVE DIR/SUPPORT SVCS</u>		79010200
GOV OPERATIONS/SUPPORT		16
<u>EXEC LEADERSHIP/SUPPRT SVC</u>		<u>1602.00.00.00</u>
STATE FUNDING REDUCTIONS		3300000
REDUCE BUDGET AUTHORITY IN THE		
DIVISION OF ADMINISTRATION BASED		
ON PRIOR YEAR BUDGET REVERSIONS		3301630
SPECIAL CATEGORIES		100000
LEASE/PURCHASE/EQUIPMENT		105281
ADMINISTRATIVE TRUST FUND -STATE	30,000-	2021 1
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AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 20-21 NARRATIVE: IT COMPONENT? NO  
 PRIORITY #14

The Department of Business and Professional Regulation proposes a reduction of \$30,000 in the Division of Administration's Lease or Lease-Purchase of Equipment appropriation category based on a review of prior year budget reversions. This reduction will have a minimal impact on operations in the Division of Administration.

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REDUCE BUDGET AUTHORITY IN THE  
 OFFICE OF THE GENERAL COUNSEL  
 BASED ON PRIOR YEAR BUDGET  
 REVERSIONS  
 OTHER PERSONAL SERVICES

3301640  
 030000

ADMINISTRATIVE TRUST FUND -STATE 100,000- 2021 1

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AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 20-21 NARRATIVE: IT COMPONENT? NO  
 PRIORITY #30

The Department of Business and Professional Regulation proposes a reduction of \$100,000 in the Office of the General Counsel's Other Personal Services (OPS) appropriation category based on a review of prior year budget reversions. This reduction will have a minimal impact on operations in the Office of the General Counsel.

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COL A10		
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 BUDGET AUTHORITY IN THE		
OFFICE OF THE INSPECTOR GENERAL		
BASED ON PRIOR YEAR BUDGET		
REVERSIONS		3301650
SPECIAL CATEGORIES		100000
SALARY INCENTIVE PAYMENTS		103290
ADMINISTRATIVE TRUST FUND -STATE	1,000-	2021 1
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AGENCY ISSUE NARRATIVE:  
 SCH VIIIIB-2 NARR 20-21 NARRATIVE: IT COMPONENT? NO  
 PRIORITY #4

The Department of Business and Professional Regulation proposes a reduction of \$1,000 in the Office of the Inspector General's Salary Incentive appropriation category based on a review of prior year budget reversions. This reduction will have a minimal impact on operations in the Office of the Inspector General.

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REDUCE OPERATING CAPITAL OUTLAY		
(OCO) IN THE OFFICE OF THE		
SECRETARY BASED ON PRIOR YEAR		
BUDGET REVERSIONS		3301970
OPERATING CAPITAL OUTLAY		060000

ADMINISTRATIVE TRUST FUND -STATE	15,000-	2021 1
	=====	

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AGENCY ISSUE NARRATIVE:  
 SCH VIIIIB-2 NARR 20-21 NARRATIVE: IT COMPONENT? NO  
 PRIORITY #2

The Department of Business and Professional Regulation proposes a reduction of \$15,000 in the Office of the Secretary's Operating Capital Outlay (OCO) appropriation category based on a review of prior year budget reversions. This reduction will have a minimal impact on operations in the Office of the Secretary.

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COL A10		
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 LEASE OR LEASE-PURCHASE OF		
EQUIPMENT IN THE OFFICE OF THE		
SECRETARY BASED ON PRIOR YEAR		
BUDGET REVERSIONS		3301980
SPECIAL CATEGORIES		100000
LEASE/PURCHASE/EQUIPMENT		105281
ADMINISTRATIVE TRUST FUND -STATE	8,000-	2021 1

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AGENCY ISSUE NARRATIVE:  
 SCH VIIIIB-2 NARR 20-21 NARRATIVE:  
 PRIORITY #3

IT COMPONENT? NO

The Department of Business and Professional Regulation proposes a reduction of \$8,000 in the Office of the Secretary's Lease or Lease-Purchase of Equipment appropriation category based on a review of prior year budget reversions. This reduction will have a minimal impact on operations in the Office of the Secretary.

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TOTAL: EXEC LEADERSHIP/SUPPRT SVC		<u>1602.00.00.00</u>
BY FUND TYPE		
TRUST FUNDS.....	19.00- 1,471,857-	2000
SALARY RATE.....	643,089-	
	=====	

COL A10		
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	851,036-	2021 1

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AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 20-21 NARRATIVE:  
 PRIORITY #45

IT COMPONENT? YES

The Department of Business and Professional Regulation (department), Division of Technology (division) proposes a reduction of \$851,036 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 2019-20, \$2,265,000 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, unobligated 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 2020-21, 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).

This reduction will have a significant impact on the divisions operations.

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COL A10		
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 BUDGET AUTHORITY IN THE		
DIVISION OF INFORMATION TECHNOLOGY		
BASED ON PRIOR YEAR BUDGET		
REVERSIONS		3301560
SPECIAL CATEGORIES		100000
LEASE/PURCHASE/EQUIPMENT		105281
ADMINISTRATIVE TRUST FUND -STATE	9,500-	2021 1
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AGENCY ISSUE NARRATIVE:  
 SCH VIIIIB-2 NARR 20-21 NARRATIVE:  
 PRIORITY #12

IT COMPONENT? YES

The Department of Business and Professional Regulation, Division of Information Technology (division) proposes a reduction of \$9,500 in the Lease or Lease-Purchase of Equipment appropriation category based on a review of prior year budget reversions. This reduction will have a minimal impact on division operations.

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TOTAL: INFORMATION TECHNOLOGY		<u>1603.00.00.00</u>
BY FUND TYPE		
TRUST FUNDS.....	860,536-	2000
	=====	

COL A10		
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.....	215,647-	
	=====	
SALARIES AND BENEFITS		010000
	8.00-	
ADMINISTRATIVE TRUST FUND -STATE	358,905-	2021 1
	=====	
OTHER PERSONAL SERVICES		030000
ADMINISTRATIVE TRUST FUND -STATE	224,434-	2021 1
	=====	
TOTAL: REDUCE STAFF IN THE CUSTOMER		33V1810
CONTACT CENTER		
TOTAL POSITIONS.....	8.00-	
TOTAL ISSUE.....	583,339-	
TOTAL SALARY RATE.....	215,647-	
	=====	

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AGENCY ISSUE NARRATIVE:  
 SCH VIIIIB-2 NARR 20-21 NARRATIVE: IT COMPONENT? NO  
 PRIORITY #78

The Department of Business and Professional Regulation (department), Division of Service Operations, Customer Contact Center (CCC) proposes a reduction of eight (8) positions, fourteen and a half (14.5) Other Personal Services (OPS) positions, and \$583,339 in budget authority.

The proposed reduction includes the following:

- \* 7.00 FTE Regulatory Specialist I (Call Agent)
- \* 1.00 FTE Regulatory Program Administrator
- \* \$358,905 in Salaries and Benefits budget authority
- \* \$224,434 in OPS budget authority (14.5 OPS Regulatory Specialist I/Call Agent positions)

COL A10		
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

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, and 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 entities the necessary information to establish business in Florida. In Fiscal Year 2018-19, the CCC received over 1.1 million telephone calls and 101,336 emails.

Of the over 1.1 million telephone calls received, 646,680 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 a total of 22.5 positions will result in an increased abandoned call rate as the remaining Call Center agents will have to absorb over 326,700 calls received from customers.

The Fiscal Year CCC answer rate is 90.17% and the average call wait time is 3 minutes 39 seconds. Reducing the number of agents will decrease the call answer rate to 39.64% 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 Program Administrator position will result in one less subject matter expert being available to assist and guide agents when responding to complex calls. The Regulatory Program Administrator also assists with answering calls from the public during busy times and responds to customer emails. Eliminating this position will also have a negative impact on our response time in answering calls and responding to e-mails.

This reduction will significantly impact the services the division provides to the department's core constituents and business 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.

Additionally, it 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.

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.

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COL A10 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
A10 - SCH VIIIIB-2 REDUCTIONS							
CHANGES TO CURRENTLY AUTHORIZED POSITIONS							
P101 PROPOSED CLASS CODE							
P0000 001	8.00-	215,647-		143,258-	358,905-	0.00	358,905-
TOTALS FOR ISSUE BY FUND							
2021 ADMINISTRATIVE TRUST FUND							358,905-
	8.00-	215,647-		143,258-	358,905-		358,905-

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TOTAL: REGULATION AND LICENSING							<u>1204.00.00.00</u>
BY FUND TYPE							
TRUST FUNDS.....	8.00-	583,339-					2000
SALARY RATE.....	215,647-						
	=====						

COL A10		
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.....	249,841-	
	=====	
SALARIES AND BENEFITS		010000
	9.00-	
ADMINISTRATIVE TRUST FUND -STATE	412,174-	2021 1
	=====	
OTHER PERSONAL SERVICES		030000
ADMINISTRATIVE TRUST FUND -STATE	435,100-	2021 1
	=====	
TOTAL: REDUCE APPLICATION PROCESSING STAFF		33V1820
IN THE CENTRAL INTAKE UNIT		
TOTAL POSITIONS.....	9.00-	
TOTAL ISSUE.....	847,274-	
TOTAL SALARY RATE.....	249,841-	
	=====	

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AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 20-21 NARRATIVE:  
 PRIORITY #79

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, twelve (12) Other Personal Services (OPS) positions and \$847,274 in budget authority.

The proposed reduction includes the following:

- \* 1.00 FTE Regulatory Specialist I
- \* 8.00 FTE Regulatory Specialist II
- \* \$412,174 in Salaries and Benefits budget authority
- \* \$435,100 in OPS budget authority (12 positions)

COL A10		
SCH VIIIB-2		
REDUCTIONS		
POS	AMOUNT	CODES
-----		
BUSINESS/PROFESSIONAL REG		79000000
PRG: SERVICE OPERATION		79040000
<u>CENTRAL INTAKE</u>		79040200
PUBLIC PROTECTION		12
<u>REGULATION AND LICENSING</u>		<u>1204.00.00.00</u>
PROGRAM REDUCTIONS		33V0000
REDUCE APPLICATION PROCESSING STAFF		
IN THE CENTRAL INTAKE UNIT		33V1820

The Bureau of Central Intake and Licensure (BCIL) is the one-stop shop solution for the intake of licensure applications 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 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 2018-19, the Mail Intake Unit received and scanned 257437 documents and the Revenue Unit profiled 313,877 documents, and processed 188,631 payments totaling \$ 57,133,517.57. The proposed reduction will eliminate four (4) OPS positions, one (1) Regulatory Specialist I position, and 2 Regulatory Specialist II positions from the Intake Services Section. This represents a 33% 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.

Overall the reduction represents a 33% 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.

The License Operations Unit is charged with processing licensure applications received by the Bureau for 21 professions regulated by the department. In Fiscal Year 2018-19, the License Operations unit processed 349,927 paper and online applications. The average time to process an application received in the Intake Services Section and routed to the License Operations Unit was 7.94 days in Fiscal Year 2018-19. There are fifty-two (52) staff members and six supervisors assigned to the License Operations Unit. The proposed reductions 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.



COL A10		
SCH VIIIB-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 manages the renewals for 1,024,883 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 2018-19 the unit resolved 9,616 escalated cases in an average of 1.41 days. All of these different functions of the division will be impacted by the staff reduction.

With the continued growth of the Florida economy, the department will continue to receive an increasing number of applications for licensure as new businesses and professionals move to Florida. Since 2012, there has been a consistent increase in the number of applications processed by the BCIL. The volume of initial applications has increased 69.99% from an average of 7,122 per month in Fiscal Year 2011-12 to an average of 12,107 per month in Fiscal Year 2018-19. 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 significantly impact 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.

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POSITION DETAIL OF SALARIES AND BENEFITS:

	FTE	BASE RATE	ADDITIVES	BENEFITS	SUBTOTAL	LAPSE %	LAPSED SALARIES AND BENEFITS
A10 - SCH VIIIB-2 REDUCTIONS							
CHANGES TO CURRENTLY AUTHORIZED POSITIONS							
P101 PROPOSED CLASS CODE							
P0000 001	9.00-	249,841-		162,333-	412,174-	0.00	412,174-

COL A10 SCH VIIIB-2 REDUCTIONS		CODES
POS	AMOUNT	
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

POSITION DETAIL OF SALARIES AND BENEFITS:

FTE	BASE RATE	ADDITIVES	BENEFITS	SUBTOTAL	LAPSE %	LAPSED SALARIES AND BENEFITS
A10 - SCH VIIIB-2 REDUCTIONS						
CHANGES TO CURRENTLY AUTHORIZED POSITIONS						
TOTALS FOR ISSUE BY FUND						
2021 ADMINISTRATIVE TRUST FUND						412,174-
9.00-	249,841-		162,333-	412,174-		412,174-

STATE FUNDING REDUCTIONS	3300000
REDUCE BUDGET AUTHORITY IN THE DIVISION OF SERVICE OPERATIONS BASED ON PRIOR YEAR BUDGET REVERSIONS	3301620
SPECIAL CATEGORIES	100000
LEASE/PURCHASE/EQUIPMENT	105281
ADMINISTRATIVE TRUST FUND -STATE	2021 1
10,000-	

AGENCY ISSUE NARRATIVE:  
 SCH VIIIB-2 NARR 20-21 NARRATIVE:  
 PRIORITY #13

IT COMPONENT? NO

The Department of Business and Professional Regulation (department), Division of Service Operation's (division) Central Intake Unit proposes a reduction of \$10,000 in the Lease or Lease-Purchase of Equipment appropriation category based on a review of prior year budget reversions. This reduction will have a minimal impact on division operations.

COL A10			
SCH VIIIIB-2			
REDUCTIONS			
POS	AMOUNT		CODES
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BUSINESS/PROFESSIONAL REG			79000000
PRG: SERVICE OPERATION			79040000
<u>CENTRAL INTAKE</u>			79040200
PUBLIC PROTECTION			12
<u>REGULATION AND LICENSING</u>			<u>1204.00.00.00</u>
TOTAL: REGULATION AND LICENSING			<u>1204.00.00.00</u>
BY FUND TYPE			
	9.00-		
TRUST FUNDS.....	857,274-		2000
SALARY RATE.....	249,841-		
	=====		
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
EXPENSES			040000
PROFESSIONAL REGULATION TF-STATE	168,327-		2547 1
	=====		

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AGENCY ISSUE NARRATIVE:  
 SCH VIIIIB-2 NARR 20-21 NARRATIVE:  
 PRIORITY #51

IT COMPONENT? NO

The Department of Business and Professional Regulation, Division of Professions (division) proposes a reduction of \$168,327 in the Expense appropriation category by reducing board meeting travel and related expenditures by replacing a number of in person board meetings with teleconferencing and/or video conferencing.

Professions' board members and board staff travel throughout the state to regulate and administer licensure activities and disciplinary actions on a monthly or quarterly basis depending on the requirements of each board. Holding the meetings in various locations throughout Florida offers the opportunity for licensees to attend meetings that are more conveniently located near their residence. Licensees are sometimes required to attend in person to speak with the board as a condition of their probation. Attendance also counts toward continuing education credit requirements for some professions. Attendance would have to be verifiable; teleconferencing and/or video conferencing may be a viable alternative.

The Division of Professions' in-state travel expenditures during Fiscal Year 2018-19 were \$384,398, including meeting room rental. The Division schedules 60 face-to-face board meetings per year, at an average cost of \$6,406. If the Division used teleconferencing for 30 of these meetings and met face-to-face 30 times, we would spend an estimated \$192,180, cutting the cost in half. Teleconferencing costs are nominal, and services are available through a state term

COL A10		
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

contract.

Teleconferences and video conferencing can be difficult to conduct for larger boards, and especially where there are multiple participants. 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. Licensees that do not have access to a computer, or who are unfamiliar with this type of technology would be impacted significantly. The division would also have to consider technical difficulties and delays. This may result in longer and more frequent meeting times, thus longer time commitments for the board members and staff.

If this reduction is taken, the Professional boards impacted include the following:

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

This reduction would have a significant impact on the operations of the Division and potentially disrupt services to

COL A10		
SCH VIIIIB-2		
REDUCTIONS		
POS	AMOUNT	CODES
		79000000
BUSINESS/PROFESSIONAL REG		79050000
PGM: PROFESSIONAL REG		79050100
<u>COMPLIANCE AND ENFORCEMENT</u>		12
PUBLIC PROTECTION		<u>1204.00.00.00</u>
<u>REGULATION AND LICENSING</u>		33V0000
PROGRAM REDUCTIONS		
REDUCE BOARD MEMBER TRAVEL AND		
RELATED EXPENDITURES IN THE		
DIVISION OF PROFESSIONS		33V1840

licensees for all boards impacted.

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REDUCE STAFF IN THE DIVISION OF		
REAL ESTATE		33V1850
SALARY RATE		000000
SALARY RATE.....	60,111-	
	=====	
SALARIES AND BENEFITS		010000
	1.50-	
PROFESSIONAL REGULATION TF-STATE	90,146-	2547 1
	=====	
TOTAL: REDUCE STAFF IN THE DIVISION OF		33V1850
REAL ESTATE		
TOTAL POSITIONS.....	1.50-	
TOTAL ISSUE.....	90,146-	
TOTAL SALARY RATE.....	60,111-	
	=====	

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AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 20-21 NARRATIVE:  
 PRIORITY #61

IT COMPONENT? NO

The Department of Business and Professional Regulation, Division of Real Estate (division) proposes a reduction of one (1) full time FTE and one half time (.50) positions and \$90,146 in budget authority.

This 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 Information Technology 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, Versa: Regulation, Versa: Online, 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.

COL A10 SCH VIIIB-2 REDUCTIONS		CODES
POS	AMOUNT	
BUSINESS/PROFESSIONAL REG		79000000
PGM: PROFESSIONAL REG		79050000
<u>COMPLIANCE AND ENFORCEMENT</u>		79050100
PUBLIC PROTECTION		12
<u>REGULATION AND LICENSING</u>		<u>1204.00.00.00</u>
PROGRAM REDUCTIONS		33V0000
REDUCE STAFF IN THE DIVISION OF REAL ESTATE		33V1850

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 General Counsel, and the Division of Service Operations addressing division issues that have been directed to the Director's Office.

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

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POSITION DETAIL OF SALARIES AND BENEFITS:

	FTE	BASE RATE	ADDITIVES	BENEFITS	SUBTOTAL	LAPSE %	LAPSED SALARIES AND BENEFITS
A10 - SCH VIIIB-2 REDUCTIONS							
CHANGES TO CURRENTLY AUTHORIZED POSITIONS							
2224 GOVERNMENT ANALYST I							
R0001 001	0.50-	19,006-		9,846-	28,852-	0.00	28,852-
2239 OPERATIONS REVIEW SPECIALIST							
R0005 001	1.00-	41,105-		20,189-	61,294-	0.00	61,294-
TOTALS FOR ISSUE BY FUND							
2547 PROFESSIONAL REGULATION TF							90,146-
	1.50-	60,111-		30,035-	90,146-		90,146-

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COL A10		
SCH VIIIIB-2		
REDUCTIONS		
POS	AMOUNT	CODES
		79000000
BUSINESS/PROFESSIONAL REG		79050000
PGM: PROFESSIONAL REG		79050100
<u>COMPLIANCE AND ENFORCEMENT</u>		12
PUBLIC PROTECTION		<u>1204.00.00.00</u>
<u>REGULATION AND LICENSING</u>		33V0000
PROGRAM REDUCTIONS		
REDUCE INVESTIGATIVE STAFF IN THE		
DIVISION OF REAL ESTATE		33V1870
SALARY RATE		000000
SALARY RATE.....	34,131-	
	=====	
SALARIES AND BENEFITS		010000
	1.00-	
PROFESSIONAL REGULATION TF-STATE	53,195-	2547 1
	=====	
TOTAL: REDUCE INVESTIGATIVE STAFF IN THE		33V1870
DIVISION OF REAL ESTATE		
TOTAL POSITIONS.....	1.00-	
TOTAL ISSUE.....	53,195-	
TOTAL SALARY RATE.....	34,131-	
	=====	

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AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 20-21 NARRATIVE:  
 PRIORITY #67

IT COMPONENT? NO

The Department of Business and Professional Regulation, Division of Real Estate (division) proposes a reduction of one (1) Investigation Specialist II position and \$53,195 in budget authority.

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. The elimination of this one position 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.

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COL A10		
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

POSITION DETAIL OF SALARIES AND BENEFITS:

	FTE	BASE RATE	ADDITIVES	BENEFITS	SUBTOTAL	LAPSE %	LAPSED SALARIES AND BENEFITS
A10 - SCH VIIIIB-2 REDUCTIONS							
CHANGES TO CURRENTLY AUTHORIZED POSITIONS							
8318 INVESTIGATION SPECIALIST II							
R0003 001	1.00-	34,131-		19,064-	53,195-	0.00	53,195-
TOTALS FOR ISSUE BY FUND							
2547 PROFESSIONAL REGULATION TF							53,195-
	1.00-	34,131-		19,064-	53,195-		53,195-

STATE FUNDING REDUCTIONS		3300000
REDUCE UNLICENSED ACTIVITIES		
APPROPRIATION IN THE DIVISION OF		
REAL ESTATE		3300150
SPECIAL CATEGORIES		100000
UNLICENSED ACTIVITIES		100399
PROFESSIONAL REGULATION TF-STATE	225,000-	2547 1

AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 20-21 NARRATIVE:  
 PRIORITY #54

IT COMPONENT? NO

The Department of Business and Professional Regulation, Division of Real Estate (division) proposes a reduction of \$225,000 in the Unlicensed Activities (ULA) appropriation category.



COL A10		
SCH VIIIB-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		
REAL ESTATE		3300150

ULA is appropriated as a special category in the Professional Regulation Program and is currently allocated to the Divisions of Professions/Florida Engineering Management Corporation, Regulation, and Real Estate. Funding for the appropriation is from a \$5 unlicensed activity fee that is paid by licensees upon licensure and renewal.

The division's Fiscal Year 2019-20 share of the appropriation is \$500,000. Funds are used to hire Other Personal Services (OPS) employees for investigating complaints and seeking out unlicensed activity through sweeps and sting operations, prosecuting, maintaining a toll-free hot line for consumers to report suspected ULA, and for outreach to educate the public on the dangers of hiring unlicensed people in real estate activities. This reduction will include the elimination of two (2) OPS ULA Investigators, one (1) OPS ULA Administrative Assistant, and other miscellaneous expenditures (travel, printing, mail) in the ULA category.

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

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REDUCE OTHER PERSONAL SERVICES		
(OPS) STAFF IN THE DIVISION OF		
REAL ESTATE		3300290
OTHER PERSONAL SERVICES		030000

PROFESSIONAL REGULATION TF-STATE	35,288-	2547 1
	=====	

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AGENCY ISSUE NARRATIVE:

SCH VIIIB-2 NARR 20-21 NARRATIVE:  
 PRIORITY #55

IT COMPONENT? NO

The Department of Business and Professional Regulation, Division of Real Estate (division) proposes a reduction of \$35,288 in the Other Personal Services (OPS) appropriation category.

This reduction would eliminate one (1) OPS position which serves in an administrative capacity in the Bureau of Enforcement (bureau). 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

COL A10		
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

reduction would have a significant impact to the division as it would leave only one (1) OPS assistant for the bureau statewide.

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

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AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 20-21 NARRATIVE:  
 PRIORITY #52

IT COMPONENT? NO

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 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 \$4,500,000 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 2018-19, expenditures, representing paid claims, totaled \$1,902,507. A partial reduction in the Claims Payments from Construction Recovery Fund appropriation category will result in 22% less funding available for payment of restitution to citizens of Florida in Fiscal Year 2020-21 and could delay payments of restitution until the following fiscal year.

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COL A10		
SCH VIIIIB-2		
REDUCTIONS		
POS	AMOUNT	CODES
BUSINESS/PROFESSIONAL REG		79000000
PGM: PROFESSIONAL REG		79050000
<u>COMPLIANCE AND ENFORCEMENT</u>		79050100
PUBLIC PROTECTION		12
<u>REGULATION AND LICENSING</u>		<u>1204.00.00.00</u>
STATE FUNDING REDUCTIONS		3300000
REDUCE OPERATION OF MOTOR VEHICLES		
IN THE DIVISION OF REGULATION		3300560
SPECIAL CATEGORIES		100000
OPERATION/MOTOR VEHICLES		102289
PROFESSIONAL REGULATION TF-STATE	36,000-	2547 1
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AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 20-21 NARRATIVE:  
 PRIORITY #44

IT COMPONENT? NO

The Department of Business and Professional Regulation, Division of Regulation (division) proposes a reduction of \$36,000 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 59 vehicles.

In Fiscal Year 2019-20, 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 \$121,600 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 \$122,119 has been spent in the category.

The division handles approximately 15,000 complaints, 5,500 investigations, and conducts over 20,000 inspections each year, most requiring travel using fleet vehicles. A reduction of \$36,000 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.

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COL A10		
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	54,000-	2547 1
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AGENCY ISSUE NARRATIVE:  
 SCH VIIIIB-2 NARR 20-21 NARRATIVE:  
 PRIORITY #43

IT COMPONENT? NO

The Department of Business and Professional Regulation, Division of Regulation (division) proposes a reduction of \$54,000 in the Acquisition of Motor Vehicle appropriation category. In Fiscal Year 2019-20 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 \$54,000 will reduce the division's allotment to \$54,900 which will only allow for the replacement of up to 3 vehicles a year. The division currently has a fleet of 59 vehicles of which 13 currently meet the Department of Management Services' replacement criteria and an additional 8 are anticipated to meet the replacement criteria in 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 high mileage and older vehicles.

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

3300590  
 100000  
 100021

PROFESSIONAL REGULATION TF-STATE 28,000-  
 =====

2547 1

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AGENCY ISSUE NARRATIVE:  
 SCH VIIIIB-2 NARR 20-21 NARRATIVE:  
 PRIORITY #36

IT COMPONENT? NO

COL A10		
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

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 2019-20 the Professional Regulation Program's Compliance and Enforcement budget entity was appropriated \$156,900 of recurring budget authority in the Acquisition of Motor Vehicles appropriation category. The appropriation is shared with \$108,900 going to the Division of Regulation and \$48,000 to the Division of Real Estate.

A reduction of \$28,000 will reduce the division's allotment to \$20,000 which will only allow for the replacement of one (1) vehicle a year. The division currently has a fleet of twenty-one (21) vehicles of which fifteen (15) are ten (10) years or older. This reduction will have a moderate impact on the division's operations however; the impact to the fleet replacement schedule will result in the division having to bear the increased costs of repairing and maintaining older vehicles.

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REDUCE UNLICENSED ACTIVITIES		
APPROPRIATION IN THE DIVISION		
OF REGULATION		3300600
SPECIAL CATEGORIES		100000
UNLICENSED ACTIVITIES		100399
PROFESSIONAL REGULATION TF-STATE	630,898-	2547 1
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AGENCY ISSUE NARRATIVE:  
 SCH VIIIIB-2 NARR 20-21 NARRATIVE:  
 PRIORITY #53

IT COMPONENT? NO

The Department of Business and Professional Regulation, Division of Regulation (division) proposes a reduction of \$630,898 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.

COL A10		
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 IN THE DIVISION		
OF REGULATION		3300600

The ULA Program was appropriated \$2,254,240 in Fiscal Year 2019-20. The division's share of the appropriation is \$1,553,365. 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 investigators and for division staff to appear at trade shows and conferences to educate the public of the danger in hiring unlicensed people.

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

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REDUCE EXPENSES IN THE DIVISION		
OF REAL ESTATE		3300630
EXPENSES		040000
PROFESSIONAL REGULATION TF-STATE	38,000-	2547 1
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AGENCY ISSUE NARRATIVE:  
 SCH VIIIIB-2 NARR 20-21 NARRATIVE:  
 PRIORITY #56

IT COMPONENT? NO

The Department of Business and Professional Regulation, Division of Real Estate (division) proposes a reduction of \$38,000 in the Expenses appropriation category.

Should this reduction be taken in addition to the \$50,000 proposed in Priority #26, it would significantly impact the division's ability to pay for any anticipated and/or unanticipated increases in telephone, rent, travel, supplies, and furniture replacement costs.

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COL A10		
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
SPECIAL CATEGORIES		100000
CONTRACTED SERVICES		100777
PROFESSIONAL REGULATION TF-STATE	10,000-	2547 1

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AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 20-21 NARRATIVE:  
 PRIORITY #33

IT COMPONENT? NO

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

This reduction will reduce funding available for methyl methacrylate (MMA) testing and Employee Leasing accounting services. Pursuant to Chapter 477.0265, Florida Statutes, it is unlawful for any person in the practice of cosmetology to use or possess a cosmetic product containing a liquid nail monomer containing any trace MMA. The division is tasked with conducting inspections of all cosmetology 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 perform.

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 impacting the safety of Florida citizens.

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EFFICIENCY SAVINGS - ELIMINATE  
 UNDERUTILIZED OFFICE SPACE IN THE  
 DIVISION OF REAL ESTATE - TAMPA  
 OFFICE  
 EXPENSES

3300830  
 040000

PROFESSIONAL REGULATION TF-STATE 15,995-

=====

2547 1

COL A10		
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
EFFICIENCY SAVINGS - ELIMINATE		
UNDERUTILIZED OFFICE SPACE IN THE		
DIVISION OF REAL ESTATE - TAMPA		
OFFICE		3300830

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AGENCY ISSUE NARRATIVE:  
 SCH VIIIIB-2 NARR 20-21 NARRATIVE:  
 PRIORITY #1

IT COMPONENT? NO

The Department of Business and Professional Regulation (department), Division of Real Estate (division) proposes a \$15,995 reduction in the Expenses appropriation category by eliminating rarely utilized leased space in the Tampa field office.

The division investigates Real Estate complaints through four offices located in Tallahassee, Tampa, Orlando, and Ft. Lauderdale. This reduction will close the Tampa office given that the three Investigators assigned to that office are seldom in the office. This will provide an opportunity to utilize technology and work remotely.

The division's Tampa office is located in the Trammell Building located at 1313 North Tampa S Street. This is a Department of Management Services managed building. The division currently leases 931 square feet with a Fiscal Year 2019-20 cost of \$15,995 (lease number 979:8331). This reduction will have a minimal impact on the operations of the division. However, the closing of the division's Tampa office would result in the loss of rent revenue thus having an adverse impact on the Department of Management Services unless other divisions within the department have a need and can fill the space.

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REDUCE EXPENDITURES IN THE DIVISION  
 OF CERTIFIED PUBLIC ACCOUNTING  
 LEGAL UNIT  
 OTHER PERSONAL SERVICES

3300960  
 030000

PROFESSIONAL REGULATION TF-STATE           16,156-  
 =====

2547 1

EXPENSES

040000

PROFESSIONAL REGULATION TF-STATE           7,702-  
 =====

2547 1



COL A10		
SCH VIIIB-2		
REDUCTIONS		
POS	AMOUNT	CODES
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BUSINESS/PROFESSIONAL REG		79000000
PGM: PROFESSIONAL REG		79050000
<u>COMPLIANCE AND ENFORCEMENT</u>		79050100
PUBLIC PROTECTION		12
<u>REGULATION AND LICENSING</u>		<u>1204.00.00.00</u>
STATE FUNDING REDUCTIONS		3300000
REDUCE EXPENDITURES IN THE DIVISION		
OF CERTIFIED PUBLIC ACCOUNTING		
LEGAL UNIT		3300960
TOTAL: REDUCE EXPENDITURES IN THE DIVISION		3300960
OF CERTIFIED PUBLIC ACCOUNTING		
LEGAL UNIT		
TOTAL ISSUE.....	23,858-	
	=====	

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AGENCY ISSUE NARRATIVE:  
 SCH VIIIB-2 NARR 20-21 NARRATIVE:  
 PRIORITY #72

IT COMPONENT? NO

The Department of Business and Professional Regulation, Division of Certified Public Accounting (division) Legal Unit (unit) proposes a reduction of \$16,156 in the Other Personal Services (OPS) appropriation category and \$7,702 in the Expenses appropriation category.

OPS budget authority is primarily used for temporary employment, court reporting, and expert witnesses. Court reporting services are essential to carry out the duties of the Office of the General Counsel. These services are necessary to transcribe legal proceedings and provide official/certified copies of these proceedings. Additionally, this category is used to pay the salary of one OPS paralegal specialist. Paralegals are law students who work part-time while attending law school.

The proposed reduction will eliminate the OPS allocation for the division's legal unit and would adversely impact the unit's ability to timely and adequately serve the department's licensees, the citizens of Florida and the Division of Certified Public Accounting.

Rent and travel make up the majority of expenditures in the unit's Expenses category. Travel is necessary to represent the department at board meetings. Meetings are held every six weeks at different locations throughout the state. Postage rates have increased tremendously over the past several years. This is most likely due to the increase in case volume and not necessarily actual postage rate increases. Rent for the unit makes up about 85% of this category and will continue to increase. Due to this increase, fewer funds will be allocated to all other object codes in this category including travel, postage and general office supplies.

The unit's current Expenses allocation is \$26,355. The proposed \$7,702 reduction will leave a balance of \$18,653. Any loss of the Expenses budget authority would adversely impact the unit's ability to timely and adequately serve the department's licensees, the citizens of Florida and the Division of Certified Public Accounting.

These reductions totaling \$23,858 would have a significant impact to the operations of the Division of Certified Public

COL A10		
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

Accounting Legal Unit.

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REDUCE SALARIES AND BENEFITS IN THE  
 DIVISION OF REAL ESTATE LEGAL UNIT  
 SALARIES AND BENEFITS

3301060  
 010000

PROFESSIONAL REGULATION TF-STATE                   74,444-  
 =====

2547 1

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AGENCY ISSUE NARRATIVE:  
 SCH VIIIIB-2 NARR 20-21 NARRATIVE:  
 PRIORITY #71

IT COMPONENT? NO

The Department of Business and Professional Regulation proposes a reduction of \$74,444 in the Division of Real Estate Legal Unit's Salaries and Benefits appropriation category.

The Office of the General Counsel (OGC), which oversees the operations of the Division of Real Estate's Legal Unit, has identified salaries and benefits budget authority that has been reverted in prior years due to vacancies within the unit. The reduction would have a significant impact as it would limit the OGC's ability to fill vacant attorney positions at competitive pay rates if the budget authority is not available.

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COL A10 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 SALARIES AND BENEFITS IN THE DIVISION OF REAL ESTATE LEGAL UNIT		3301060

POSITION DETAIL OF SALARIES AND BENEFITS:

FTE	BASE RATE	ADDITIVES	BENEFITS	SUBTOTAL	LAPSE %	LAPSED SALARIES AND BENEFITS
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A10 - SCH VIIIIB-2 REDUCTIONS

CHANGES TO CURRENTLY AUTHORIZED POSITIONS

OTHER SALARY AMOUNT

2547 PROFESSIONAL REGULATION TF

74,444-

74,444-

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REDUCE BUDGET AUTHORITY IN THE  
 DIVISION OF CERTIFIED PUBLIC  
 ACCOUNTING BASED ON PRIOR YEAR  
 BUDGET REVERSIONS  
 OTHER PERSONAL SERVICES

3301520

030000

PROFESSIONAL REGULATION TF-STATE 140,000-

2547 1

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AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 20-21 NARRATIVE:  
 PRIORITY #25

IT COMPONENT? NO

The Department of Business and Professional Regulation proposes a reduction of \$140,000 in the Division of Certified Public Accounting's Other Personal Services (OPS) appropriation category based on a review of prior year budget reversions. This reduction will have a minimal impact on operations in the Division of Certified Public Accounting

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COL A10		
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 BUDGET AUTHORITY IN THE		
DIVISION OF PROFESSIONS BASED ON		
PRIOR YEAR BUDGET REVERSIONS		3301580
SPECIAL CATEGORIES		100000
LEASE/PURCHASE/EQUIPMENT		105281
PROFESSIONAL REGULATION TF-STATE	5,000-	2547 1

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AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 20-21 NARRATIVE: IT COMPONENT? NO  
 PRIORITY #6

The Department of Business and Professional Regulation proposes a reduction of \$5,000 in the Division of Professions' Lease or Lease-Purchase of Equipment appropriation category based on a review of prior year budget reversions. This reduction will have a minimal impact on operations in the Division of Professions.

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REDUCE BUDGET AUTHORITY IN THE		
DIVISION OF REAL ESTATE BASED ON		
PRIOR YEAR BUDGET REVERSIONS		3301590
EXPENSES		040000

PROFESSIONAL REGULATION TF-STATE	50,000-	2547 1
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AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 20-21 NARRATIVE: IT COMPONENT? NO  
 PRIORITY #26

The Department of Business and Professional Regulation proposes a reduction of \$50,000 in the Division of Real Estate's Expenses appropriation category based on a review of prior year budget reversions. This reduction will have a minimal impact on operations in the Division of Real Estate.

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COL A10		
SCH VIIIIB-2		
REDUCTIONS		
POS	AMOUNT	CODES
BUSINESS/PROFESSIONAL REG		79000000
PGM: PROFESSIONAL REG		79050000
<u>COMPLIANCE AND ENFORCEMENT</u>		79050100
PUBLIC PROTECTION		12
<u>REGULATION AND LICENSING</u>		<u>1204.00.00.00</u>
STATE FUNDING REDUCTIONS		3300000
REDUCE CONTRACTED SERVICES IN THE		
DIVISION OF REAL ESTATE LEGAL UNIT		
BASED ON PRIOR YEAR BUDGET		
REVERSIONS		3301950
SPECIAL CATEGORIES		100000
CONTRACTED SERVICES		100777
PROFESSIONAL REGULATION TF-STATE	30,000-	2547 1
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AGENCY ISSUE NARRATIVE:  
 SCH VIIIIB-2 NARR 20-21 NARRATIVE: IT COMPONENT? NO  
 PRIORITY #31

The Department of Business and Professional Regulation proposes a reduction of \$30,000 in the Division of Real Estate Legal Unit's Contracted Services appropriation category based on a review of prior year budget reversions. This reduction will have a minimal impact on operations in the Division of Real Estate's Legal Unit.

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REDUCE OTHER PERSONAL SERVICES		
(OPS) IN THE DIVISION OF REAL		
ESTATE LEGAL UNIT BASED ON PRIOR		
YEAR BUDGET REVERSIONS		3301960
OTHER PERSONAL SERVICES		030000
PROFESSIONAL REGULATION TF-STATE	35,000-	2547 1
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AGENCY ISSUE NARRATIVE:  
 SCH VIIIIB-2 NARR 20-21 NARRATIVE: IT COMPONENT? NO  
 PRIORITY #32

The Department of Business and Professional Regulation proposes a reduction of \$35,000 in the Division of Real Estate Legal Unit's Other Personal Services (OPS) appropriation category based on a review of prior year budget reversions. This reduction will have a minimal impact on operations in the Division of Real Estate's Legal Unit.

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COL A10		
SCH VIIIIB-2		
REDUCTIONS		
POS	AMOUNT	CODES
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BUSINESS/PROFESSIONAL REG		79000000
PGM: PROFESSIONAL REG		79050000
<u>COMPLIANCE AND ENFORCEMENT</u>		79050100
PUBLIC PROTECTION		12
<u>REGULATION AND LICENSING</u>		<u>1204.00.00.00</u>
STATE FUNDING REDUCTIONS		3300000
REDUCE OTHER PERSONAL SERVICES		
(OPS) IN THE FLORIDA BUILDING		
COMMISSION BASED ON PRIOR YEAR		
BUDGET REVERSIONS		3302010
OTHER PERSONAL SERVICES		030000
PROFESSIONAL REGULATION TF-STATE	183,413-	2547 1
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AGENCY ISSUE NARRATIVE:  
 SCH VIIIIB-2 NARR 20-21 NARRATIVE: IT COMPONENT? NO  
 PRIORITY #24

The Department of Business and Professional Regulation proposes a reduction of \$183,413 in the Florida Building Commission's Other Personal Services (OPS) appropriation category based on a review of prior year budget reversions. This reduction will have a minimal impact on operations in the Florida Building Commission.

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REDUCE LEASE OR LEASE-PURCHASE OF		
EQUIPMENT IN THE FLORIDA BUILDING		
COMMISSION BASED ON PRIOR YEAR		
BUDGET REVERSIONS		3302020
SPECIAL CATEGORIES		100000
LEASE/PURCHASE/EQUIPMENT		105281
PROFESSIONAL REGULATION TF-STATE	3,000-	2547 1
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AGENCY ISSUE NARRATIVE:  
 SCH VIIIIB-2 NARR 20-21 NARRATIVE: IT COMPONENT? NO  
 PRIORITY #5

The Department of Business and Professional Regulation proposes a reduction of \$3,000 in the Florida Building Commission's Lease or Lease-Purchase of Equipment appropriation category based on a review of prior year budget reversions. This reduction will have a minimal impact on operations in the Florida Building Commission.

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COL A10		
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 EXPENDITURES IN THE DIVISION		
OF REAL ESTATE		3302100
SPECIAL CATEGORIES		100000
OPERATION/MOTOR VEHICLES		102289
PROFESSIONAL REGULATION TF-STATE	10,000-	2547 1
	=====	
LEASE/PURCHASE/EQUIPMENT		105281
PROFESSIONAL REGULATION TF-STATE	5,000-	2547 1
	=====	
TOTAL: REDUCE EXPENDITURES IN THE DIVISION		3302100
OF REAL ESTATE		
TOTAL ISSUE.....	15,000-	
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AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 20-21 NARRATIVE:  
 PRIORITY #35

IT COMPONENT? NO

The Department of Business and Professional Regulation, Division of Real Estate (division) proposes a reduction of \$5,000 in Lease or Lease Purchase of Equipment and \$10,000 in the Operation of Motor Vehicles appropriation categories.

The Lease or Lease Purchase of Equipment appropriation category is used to pay for the leasing of copiers. The current allocation is \$18,055. The division continues to review copier leases and has identified savings of \$5,000.

The division is currently allocated \$28,636 of budget authority in the Operation of Motor Vehicles appropriation category. Based on prior year expenditures, a reduction of \$10,000 could be taken; however the costs of routine maintenance, major repairs, and fuel will need to be monitored closely.

These reductions would have a moderate impact on the operations of the division.

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COL A10		
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 FOR COMMISSION		
SPONSORED RESEARCH PROJECTS IN THE		
FLORIDA BUILDING COMMISSION		3302110
SPECIAL CATEGORIES		100000
CONTRACTED SERVICES		100777
PROFESSIONAL REGULATION TF-STATE	174,476-	2547 1

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AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 20-21 NARRATIVE:  
 PRIORITY #34

IT COMPONENT? NO

The Department of Business and Professional Regulation, Florida Building Commission (Commission) proposes a reduction of \$174,476 in the Contracted Services appropriation category related to the funding for research performed on issues related to the Florida Building Code and/or hurricane standards as identified by the Florida Building Commission and for surveying hurricane damage to determine the effectiveness of the Florida Building Code.

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

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

A reduction in available funding for Commission sponsored research projects could hinder the development of new Florida Building Code modifications based on the results of the research projects. However, the Commission would still be able to fund significant research projects with the remaining \$225,000 in the Contracted Services appropriation category. This reduction will have a moderate impact on operations of the Florida Building Commission.

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COL A10			
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>
TOTAL: REGULATION AND LICENSING			<u>1204.00.00.00</u>
BY FUND TYPE			
	2.50-		
TRUST FUNDS.....	3,119,040-		2000
SALARY RATE.....	94,242-		
	=====		
<u>FLORIDA BOXING COMMISSION</u>			79050400
PUBLIC PROTECTION			12
<u>REGULATION AND LICENSING</u>			<u>1204.00.00.00</u>
PROGRAM REDUCTIONS			33V0000
REDUCE STAFF IN THE FLORIDA STATE			
BOXING COMMISSION			33V0200
SALARY RATE			000000
SALARY RATE.....	32,269-		
	=====		
SALARIES AND BENEFITS			010000
	1.00-		
PROFESSIONAL REGULATION TF-STATE	55,986-		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.....	65,879-		
TOTAL SALARY RATE.....	32,269-		
	=====		

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AGENCY ISSUE NARRATIVE:  
 SCH VIIIIB-2 NARR 20-21 NARRATIVE:  
 PRIORITY #65

IT COMPONENT? NO

The Department of Business and Professional Regulation, Florida State Boxing Commission (Commission) proposes a reduction of one (1) position and \$65,879 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. Currently there are

COL A10 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

four (4) FTE and two (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.

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POSITION DETAIL OF SALARIES AND BENEFITS:

	FTE	BASE RATE	ADDITIVES	BENEFITS	SUBTOTAL	LAPSE %	LAPSED SALARIES AND BENEFITS
A10 - SCH VIIIIB-2 REDUCTIONS							
CHANGES TO CURRENTLY AUTHORIZED POSITIONS							
0712 ADMINISTRATIVE ASSISTANT II							
R0001 001	1.00-	32,269-		23,717-	55,986-	0.00	55,986-
TOTALS FOR ISSUE BY FUND							
2547 PROFESSIONAL REGULATION TF							55,986-
	1.00-	32,269-		23,717-	55,986-		55,986-
	=====	=====	=====	=====	=====		=====

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COL A10		
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>
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 44,420-	1000 1

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AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 20-21 NARRATIVE:  
 PRIORITY #57

IT COMPONENT? NO

The Department of Business and Professional Regulation, Florida Boxing Commission (Commission) proposes a General Revenue reduction of \$44,420 in the Transfer to Professional Regulation Trust Fund appropriation category. Trust fund revenues have not been sufficient to support the licensing and regulation of pugilistic events for the last seven (7) 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.

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TOTAL: REGULATION AND LICENSING		<u>1204.00.00.00</u>
BY FUND TYPE		
GENERAL REVENUE FUND	44,420-	1000
TRUST FUNDS	65,879-	2000
TOTAL POSITIONS.....	1.00-	
TOTAL PROG COMP.....	110,299-	
TOTAL SALARY RATE.....	32,269-	
	=====	

COL A10		
SCH VIIIIB-2		
REDUCTIONS		
POS	AMOUNT	CODES
BUSINESS/PROFESSIONAL REG		79000000
PGM: PROFESSIONAL REG		79050000
<u>TEST/CONTINUE EDUCATION</u>		79050500
PUBLIC PROTECTION		12
<u>REGULATION AND LICENSING</u>		<u>1204.00.00.00</u>
PROGRAM REDUCTIONS		33V0000
REDUCE EXPENDITURES IN THE BUREAU		
OF TESTING AND CONTINUING EDUCATION		33V2060
EXPENSES		040000
PROFESSIONAL REGULATION TF-STATE	30,000-	2547 1
	=====	
SPECIAL CATEGORIES		100000
EXAMINATION TESTING SVCS		100106
PROFESSIONAL REGULATION TF-STATE	63,943-	2547 1
	=====	
TOTAL: REDUCE EXPENDITURES IN THE BUREAU		33V2060
OF TESTING AND CONTINUING EDUCATION		
TOTAL ISSUE.....	93,943-	
	=====	

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AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 20-21 NARRATIVE:  
 PRIORITY #41

IT COMPONENT? NO

The Department of Business and Professional Regulation (department), Bureau of Testing and Continuing Education (bureau) proposes a reduction of \$30,000 in the Expenses and \$63,943 in the Examination Testing Services appropriation categories.

A \$30,000 reduction in Expenses will reduce the amount of funding budgeted for travel by bureau staff and office supplies. This reduction will primarily limit the ability of staff to travel to examination site locations to administer professional licensing examinations as well as to board, council, and commission meetings where examination and education issues are being addressed.

The Examination and Testing appropriation category is utilized for all professional licensure examination related costs. The department has responded to increased demands for professional licensure examinations to be computer-based by converting most pencil and paper examinations to a computer based testing format administered by a contracted vendor. Additionally, the department contracts with national examination vendor to administer examinations required for licensure. This reduction of \$63,943 will impact the amount of funding available to contracted examination services.

These reductions will have a significant impact on the operations and services provided by the bureau.

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COL A10		
SCH VIIIIB-2		
REDUCTIONS		
POS	AMOUNT	CODES
BUSINESS/PROFESSIONAL REG		79000000
PGM: PROFESSIONAL REG		79050000
<u>TEST/CONTINUE EDUCATION</u>		79050500
PUBLIC PROTECTION		12
<u>REGULATION AND LICENSING</u>		<u>1204.00.00.00</u>
STATE FUNDING REDUCTIONS		3300000
REDUCE EXAM TESTING SERVICES - EXAM		
AND EDUCATION COURSE CONSULTANTS		3300880
SPECIAL CATEGORIES		100000
EXAMINATION TESTING SVCS		100106
PROFESSIONAL REGULATION TF-STATE	85,642-	2547 1

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AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 20-21 NARRATIVE:  
 PRIORITY #46

IT COMPONENT? NO

The Department of Business and Professional Regulation (department), Bureau of Testing and Continuing Education (bureau) proposes a reduction of \$85,642 in the Examination Testing Services appropriation category.

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 Testing and Continuing Education 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.

This proposal would eliminate the funding for examination testing consultants and transfer the responsibility to the members of professional boards, councils, and commissions and result in increased workloads for members who would be required to review these materials without being compensated for performing the work. The increased workloads would create additional costs for professional board meetings due to extra time for meetings, additional room costs, etc.

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 agency's inability to provide essential licensing services in a timely manner.

This reduction will significantly impact the operations of the bureau.

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COL A10		
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
ELIMINATION OF EXAMINATION SITES		
OUTSIDE OF TALLAHASSEE FOR GEOLOGY,		
CONSTRUCTION AND HARBOR PILOT EXAMS		3301090
SPECIAL CATEGORIES		100000
EXAMINATION TESTING SVCS		100106
PROFESSIONAL REGULATION TF-STATE	143,443-	2547 1

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AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 20-21 NARRATIVE:

IT COMPONENT? NO

PRIORITY: #50

The Department of Business and Professional Regulation (department), Bureau of Testing and Continuing Education (bureau) proposes a reduction of \$143,443 in the Examination Testing Services appropriation category.

The agency has worked diligently to convert most licensure examinations from paper and pencil to computer-based testing format. The remaining paper and pencil examinations (construction, geology, and harbor pilots) are administered in centrally located Orlando, Florida. This proposal would eliminate the funding for paper and pencil examination facilities in Orlando and require those examination sites to be relocated to the Tallahassee based department offices thereby reducing the cost of facility rental and exam proctors.

The department is tasked with providing examinations and ensuring that they are accessible to the public. Elimination of the central location in Orlando will be disadvantageous to examination candidates and licensees. Due to limited space in Tallahassee-based DBPR offices; examination capacity would be extremely limited, resulting in lengthy delays in the administration of examinations to potential licensees.

The impact of this reduction will be significant to the operations of the bureau and our customers.

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TOTAL: REGULATION AND LICENSING		<u>1204.00.00.00</u>
BY FUND TYPE		
TRUST FUNDS.....	323,028-	2000

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COL A10		
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.....	63,622-	
	=====	
SALARIES AND BENEFITS		010000
	2.00-	
PROFESSIONAL REGULATION TF-STATE	101,002-	2547 1
	=====	
TOTAL: REDUCE STAFF IN THE FARM AND CHILD		33V1900
LABOR PROGRAM		
TOTAL POSITIONS.....	2.00-	
TOTAL ISSUE.....	101,002-	
TOTAL SALARY RATE.....	63,622-	
	=====	

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AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 20-21 NARRATIVE:  
 PRIORITY #66

IT COMPONENT? NO

The Department of Business and Professional Regulation's (division) Farm and Child Labor Regulation Program proposes a reduction of two (2) Labor Employment and Training Specialist positions and \$101,002 in budget authority.

Labor, Employment and Training Specialists are responsible for performing inspections and conduction 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.

There are currently thirteen (13) Labor, Employment and Training Specialists in Farm Labor Regulation. The elimination of these two mission critical positions would have a significant impact on the inspection, investigation, and outreach activities. The workload of the positions would have to be assigned to the remaining staff and the number of inspections and investigations would decrease. In addition, the reduction could negatively impact the division's ability

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COL A10 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
A10 - SCH VIIIIB-2 REDUCTIONS							
CHANGES TO CURRENTLY AUTHORIZED POSITIONS							
3341 LABOR, EMPLOYMENT & TRAINING SPECIALIST							
R6006 001	1.00-	31,108-		18,577-	49,685-	0.00	49,685-
R6007 001	1.00-	32,514-		18,803-	51,317-	0.00	51,317-
TOTALS FOR ISSUE BY FUND							
2547 PROFESSIONAL REGULATION TF							101,002-
	2.00-	63,622-		37,380-	101,002-		101,002-

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STATE FUNDING REDUCTIONS		3300000
REDUCE OPERATION OF MOTOR VEHICLES IN THE FARM AND CHILD LABOR PROGRAM		3300980
SPECIAL CATEGORIES		100000
OPERATION/MOTOR VEHICLES		102289
PROFESSIONAL REGULATION TF-STATE	14,000-	2547 1

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AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 20-21 NARRATIVE:  
 PRIORITY #47

IT COMPONENT? NO

The Department of Business and Professional Regulation, Farm and Child Labor Regulation Program (program) proposes a reduction of \$14,000 in the Operations of Motor Vehicles appropriation category.



COL A10		
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 OPERATION OF MOTOR VEHICLES		
IN THE FARM AND CHILD LABOR PROGRAM		3300980

The program has a fleet of 22 vehicles that are used to conduct inspections and investigations. The Operation of Motor Vehicles appropriation category is used to purchase fuel, maintenance and repairs. Based on prior year reversions, the Operations of Motor Vehicles category can be reduced; however, if the reduction is taken the program would not have a surplus of budget authority to utilize for unanticipated repairs or increases in fuel prices which would significantly impact fleet operations of the program.

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REDUCE ACQUISITION OF MOTOR VEHICLES IN THE FARM AND CHILD LABOR PROGRAM		3300990
SPECIAL CATEGORIES		100000
ACQUISITION/MOTOR VEHICLES		100021
PROFESSIONAL REGULATION TF-STATE	45,000-	2547 1
	=====	

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AGENCY ISSUE NARRATIVE:  
 SCH VIIIIB-2 NARR 20-21 NARRATIVE:  
 PRIORITY #48

IT COMPONENT? NO

The Department of Business and Professional Regulation's Farm and Child Labor Program (program) proposes a reduction of \$45,000 in the Acquisition of Motor Vehicle appropriation category.

The program has a fleet of 22 vehicles that are used to conduct inspections and investigations. There are six (6) vehicles that currently meet the Department of Management Services' replacement criteria and an additional two (2) are expected to meet the replacement criteria this fiscal year. The proposed reduction will eliminate the program's appropriation and the ability to replace 2 vehicles per year. If taken, 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.

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COL A10		
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 BUDGET AUTHORITY IN THE		
FARM AND CHILD LABOR PROGRAM BASED		
ON PRIOR YEAR BUDGET REVERSIONS		3301670
SPECIAL CATEGORIES		100000
CONTRACTED SERVICES		100777
PROFESSIONAL REGULATION TF-STATE	10,350-	2547 1

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AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 20-21 NARRATIVE:  
 PRIORITY #16

IT COMPONENT? NO

The Department of Business and Professional Regulation, Farm and Child Labor Regulation Program (program) proposes a reduction of \$10,350 in the Contracted Services appropriation category based on a review of prior year budget reversions. This reduction will have a minimal impact on the program's operations.

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TOTAL: REGULATION AND LICENSING		<u>1204.00.00.00</u>
BY FUND TYPE		
TRUST FUNDS.....	2.00- 170,352-	2000
SALARY RATE.....	63,622-	

=====

COL A10			
SCH VIIIIB-2			
REDUCTIONS			
POS	AMOUNT		CODES
BUSINESS/PROFESSIONAL REG			79000000
PGM: PROFESSIONAL REG			79050000
<u>DRUGS, DEVICES &amp; 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	99,887-	1000 1
		=====	

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AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 20-21 NARRATIVE:  
 PRIORITY #58

IT COMPONENT? NO

The Department of Business and Professional Regulation, Division of Drugs, Devices and Cosmetics (division) proposes a General Revenue reduction of \$99,887 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 2019-20, \$640,000 was appropriated in this category to help sustain the operations of the division. Any reduction in General Revenue would significantly limit the division's ability to provide licensing and regulatory oversight thus jeopardizing the health and safety of Floridians.

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REDUCE EXPENDITURES IN THE DIVISION			
OF DRUGS, DEVICES, AND COSMETICS			3300810
OTHER PERSONAL SERVICES			030000
PROFESSIONAL REGULATION TF-STATE		32,379-	2547 1
		=====	
EXPENSES			040000
PROFESSIONAL REGULATION TF-STATE		162,520-	2547 1
		=====	
SPECIAL CATEGORIES			100000
ACQUISITION/MOTOR VEHICLES			100021
PROFESSIONAL REGULATION TF-STATE		16,500-	2547 1
		=====	

COL A10		
SCH VIIIIB-2		
REDUCTIONS		
POS	AMOUNT	CODES
-----		
BUSINESS/PROFESSIONAL REG		79000000
PGM: PROFESSIONAL REG		79050000
<u>DRUGS, DEVICES &amp; 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	21,600-	2547 1
	=====	
LEASE/PURCHASE/EQUIPMENT		105281
PROFESSIONAL REGULATION TF-STATE	200-	2547 1
	=====	
TOTAL: REDUCE EXPENDITURES IN THE DIVISION		3300810
OF DRUGS, DEVICES, AND COSMETICS		
TOTAL ISSUE.....	233,199-	
	=====	

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AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 20-21 NARRATIVE:  
 PRIORITY #59

IT COMPONENT? NO

The Department of Business and Professional Regulation (department), Division of Drugs, Devices and Cosmetics (division) proposes a reduction totaling \$233,199 in budget authority to include \$32,378 in the Other Personal Services (OPS), \$162,520 in the Expenses, \$16,500 in the Acquisition of Motor Vehicles, \$21,600 in the Operation of Motor Vehicles, and \$200 in the Lease or Lease-Purchase of Equipment appropriation categories. Expenditures in these categories 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. There are over 9,000 permitted establishments in Florida that are subject to the inspections established by the division. These inspections are inspections that directly impact an entity's ability to engage in permitted business operations. The division's enforcement unit - the unit that is tasked with conducting these inspections is comprised of 10.5 FTEs (9 drug inspectors and 1.5 medical oxygen inspectors) and 4 OPS (4 Medical Gas Inspectors).

Other Personal Services (OPS) Reduction - \$32,379

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. The division utilization of OPS medical gas

COL A10		
SCH VIIIIB-2		
REDUCTIONS		
POS	AMOUNT	CODES
-----		
BUSINESS/PROFESSIONAL REG		79000000
PGM: PROFESSIONAL REG		79050000
<u>DRUGS, DEVICES &amp; 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

inspectors has substantially increased the number of medical gas inspections the division can complete during a given year. This reduction will require a significant reduction in OPS medical oxygen inspector hours and will result in fewer inspections.

Expenses Reduction - \$162,520

The enforcement unit conducts extensive travel within the state - often overnight travel - during the course of carrying out its duties. In addition, the division sends division inspection staff to Out-of State trainings with the Federal Food and Drug Administration to ensure Florida remains compliant with federal regulations. A reduction in Expenses will reduce training and out of state travel allocations and such reductions will impact the Division's ability to timely train its inspectors on changes to federal regulations and requirements for its permit holders.

Acquisition of Motor Vehicles Reduction - \$16,500

The division currently operates a fleet of 16 state vehicles used by regional staff to conduct on-site inspections. The division's vehicle fleet is aging with two 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. A reduction to the division's acquisition of motor vehicles increases the possibility of increased operation of motor vehicle services on the aging vehicles, the division's ability to timely conduct opening and change of address inspections will also be impacted.

Operations of Motor Vehicles - \$21,600

A reduction of \$21,600 in the Operation of Motor Vehicles appropriation category will reduce the division's current appropriation from \$35,938 to \$14,338 and 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.

Lease or Lease-Purchase of Equipment - \$200

The division's current appropriation in the Lease or Lease-Purchase of Equipment appropriation category is \$7,200. Expenditures in Fiscal Year 2018-19 were \$7,053. If this reduction is taken, the division will have to monitor copier usage to prevent overage charges or extra toner costs.

The reduction of any resources associated with the Division's enforcement unit 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.

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COL A10		
SCH VIIIIB-2		
REDUCTIONS		
POS	AMOUNT	CODES
BUSINESS/PROFESSIONAL REG		79000000
PGM: PROFESSIONAL REG		79050000
<u>DRUGS, DEVICES &amp; COSMETICS</u>		79050800
PUBLIC PROTECTION		12
<u>REGULATION AND LICENSING</u>		<u>1204.00.00.00</u>
STATE FUNDING REDUCTIONS		3300000
REDUCE BUDGET AUTHORITY IN THE		
DIVISION OF DRUGS, DEVICES AND		
COSMETICS BASED ON PRIOR YEAR		
BUDGET REVERSIONS		3301530
SPECIAL CATEGORIES		100000
CONTRACTED SERVICES		100777
PROFESSIONAL REGULATION TF-STATE	44,075-	2547 1
	=====	

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AGENCY ISSUE NARRATIVE:  
 SCH VIIIIB-2 NARR 20-21 NARRATIVE: IT COMPONENT? NO  
 PRIORITY #17

The Department of Business and Professional Regulation proposes a reduction of \$44,075 in the Division of Drugs, Devices and Cosmetics Contracted Services appropriation category based on a review of prior year budget reversions. This reduction will have a minimal impact on operations in the Division of Drugs, Devices and Cosmetics.

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TOTAL: REGULATION AND LICENSING		<u>1204.00.00.00</u>
BY FUND TYPE		
GENERAL REVENUE FUND	99,887-	1000
TRUST FUNDS	277,274-	2000
	-----	
TOTAL PROG COMP.....	377,161-	
	=====	

COL A10		
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 170,000-	2520 1

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AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 20-21 NARRATIVE:  
 PRIORITY #42

IT COMPONENT? NO

The Department of Business and Professional Regulation (department), Division of Pari-Mutuel Wagering (division) proposes a reduction of \$170,000 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.

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COL A10		
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>
STATE FUNDING REDUCTIONS		3300000
REDUCE CONTRACT FOR TESTING OF		
RACING ANIMAL SPECIMEN SAMPLES IN		
THE DIVISION OF PARI-MUTUEL		
WAGERING		3301070
SPECIAL CATEGORIES		100000
PARI-MUTUEL LAB CONTRACT		105515
PARI-MUTUEL WAGERING TF	-STATE 352,574-	2520 1
	=====	

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AGENCY ISSUE NARRATIVE:  
 SCH VIIIIB-2 NARR 20-21 NARRATIVE:  
 PRIORITY # 37

IT COMPONENT? NO

The Department of Business and Professional Regulation (department), Division of Pari-Mutuel Wagering (division) propose a reduction of \$352,574 in the Pari-Mutuel Wagering Lab Contract appropriation category.

This is a contract between the Department and the University of Florida, College of Medicine, Department of Pathology, for the day-to-day operations for testing the blood and urine samples collected from racing greyhounds and horses by division personnel at each of the state's horse and greyhound tracks.

Due to the prohibition on greyhound racing some of the facilities have already stopped racing greyhounds. When the prohibition on greyhounds is fully implemented the testing of specimen samples from greyhounds will no longer be required after July 1, 2021. The only samples that the lab will be testing will be from the thoroughbred facilities. It is expected that this will greatly reduce the number of samples tested.

The current year appropriation is \$2,266,000. A reduction of \$352,574 would leave an appropriation of \$1,913,426 in Fiscal Year 2020-2021.

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COL A10		
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>
STATE FUNDING REDUCTIONS		3300000
REDUCE OTHER PERSONAL SERVICES		
(OPS) IN THE DIVISION OF		
PARI-MUTUEL WAGERING BASED ON		
PRIOR YEAR BUDGET REVERSIONS		3301900
OTHER PERSONAL SERVICES		030000
PARI-MUTUEL WAGERING TF	-STATE 150,000-	2520 1

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AGENCY ISSUE NARRATIVE:  
 SCH VIIIIB-2 NARR 20-21 NARRATIVE:  
 PRIORITY #28

IT COMPONENT? NO

The Department of Business and Professional Regulation, Division of Pari-Mutuel Wagering (division) proposes a reduction of \$150,000 in the Other Personal Services (OPS) appropriation category based on a review of prior year budget reversions. This reduction will have a minimal impact on division operations.

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REDUCE CONTRACTED SERVICES IN THE  
 DIVISION OF PARI-MUTUEL WAGERING  
 BASED ON PRIOR YEAR BUDGET  
 REVERSIONS  
 SPECIAL CATEGORIES  
 CONTRACTED SERVICES

3301910  
 100000  
 100777

PARI-MUTUEL WAGERING TF -STATE 5,000-  
 =====

2520 1

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

IT COMPONENT? NO

The Department of Business and Professional Regulation, Division of Pari-Mutuel Wagering (division) proposes a reduction of \$5,000 in the Contracted Services appropriation category based on a review of prior year budget reversions. This reduction will have a minimal impact on division operations.

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COL A10		
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>
STATE FUNDING REDUCTIONS		3300000
REDUCE LEASE OR LEASE-PURCHASE OF		
EQUIPMENT IN THE DIVISION OF PARI-		
MUTUEL BASED ON PRIOR YEAR BUDGET		
REVERSIONS		3301920
SPECIAL CATEGORIES		100000
LEASE/PURCHASE/EQUIPMENT		105281
PARI-MUTUEL WAGERING TF	-STATE	2520 1
	1,500-	
	=====	

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AGENCY ISSUE NARRATIVE:  
 SCH VIIIIB-2 NARR 20-21 NARRATIVE: IT COMPONENT? NO  
 PRIORITY #8

The Department of Business and Professional Regulation, Division of Pari-Mutuel Wagering (division) proposes a reduction of \$1,500 in the Lease or Lease-Purchase of Equipment appropriation category based on a review of prior year budget reversions. This reduction will have a minimal impact on division operations.

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TOTAL: REGULATION AND LICENSING		<u>1204.00.00.00</u>
BY FUND TYPE		
TRUST FUNDS.....	679,074-	2000
	=====	

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COL A10		
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 OTHER PERSONAL SERVICES		
(OPS) IN THE DIV OF PARI-MUTUEL		
WAGERING SLOT MACHINE REGULATION		
BASED ON PRIOR YEAR REVERSIONS		3301930
OTHER PERSONAL SERVICES		030000
PARI-MUTUEL WAGERING TF	-STATE	5,000-
		=====
		2520 1

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AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 20-21 NARRATIVE:  
PRIORITY #29

IT COMPONENT? NO

The Department of Business and Professional Regulation, Division of Pari-Mutuel Wagering (division) proposes a reduction of \$5,000 in the Other Personal Services (OPS) appropriation category based on a review of prior year budget reversions. This reduction will have a minimal impact on division operations.

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REDUCE CONTRACTED SERVICES IN THE  
DIVISION OF PARI-MUTUEL WAGERING  
SLOT MACHINE REGULATION BASED ON  
PRIOR YEAR BUDGET REVERSIONS  
SPECIAL CATEGORIES  
CONTRACTED SERVICES

3301940  
100000  
100777

PARI-MUTUEL WAGERING TF -STATE 2,000-  
=====

2520 1

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AGENCY ISSUE NARRATIVE:

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

IT COMPONENT? NO

The Department of Business and Professional Regulation, Division of Pari-Mutuel Wagering (division) proposes a reduction of \$2,000 in the Contracted Services appropriation category based on a review of prior year budget reversions. This reduction will have a minimal impact on division operations.

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COL A10		
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>
TOTAL: REGULATION AND LICENSING		<u>1204.00.00.00</u>
BY FUND TYPE		
TRUST FUNDS.....	7,000-	2000
	=====	
PGM: HOTELS & RESTAURANTS		79200000
<u>COMPLIANCE AND ENFORCEMENT</u>		79200100
PUBLIC PROTECTION		12
<u>REGULATION AND LICENSING</u>		<u>1204.00.00.00</u>
PROGRAM REDUCTIONS		33V0000
REDUCE INSPECTION STAFF IN THE		
BUREAU OF SANITATION AND SAFETY		33V1960
SALARY RATE		000000
SALARY RATE.....	1,966,250-	
	=====	
SALARIES AND BENEFITS		010000
	55.00-	
HOTEL AND RESTAURANT TF -STATE	3,029,119-	2375 1
	=====	
TOTAL: REDUCE INSPECTION STAFF IN THE		33V1960
BUREAU OF SANITATION AND SAFETY		
TOTAL POSITIONS.....	55.00-	
TOTAL ISSUE.....	3,029,119-	
TOTAL SALARY RATE.....	1,966,250-	
	=====	

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AGENCY ISSUE NARRATIVE:  
 SCH VIIIIB-2 NARR 20-21 NARRATIVE:  
 PRIORITY #80

IT COMPONENT? NO

The Department of Business and Professional Regulation, Division of Hotels and Restaurants (division), proposes to eliminate fifty-five (55) food and lodging inspector positions and \$3,029,119 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 two (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 44,935 less inspection activities being conducted annually.

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COL A10 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
A10 - SCH VIIIIB-2 REDUCTIONS							
CHANGES TO CURRENTLY AUTHORIZED POSITIONS							
P101 PROPOSED CLASS CODE R5009 001	55.00-	1,966,250-		1,062,869-	3,029,119-	0.00	3,029,119-
TOTALS FOR ISSUE BY FUND							
2375 HOTEL AND RESTAURANT TF	55.00-	1,966,250-		1,062,869-	3,029,119-		3,029,119-

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STATE FUNDING REDUCTIONS		3300000
REDUCE EXPENDITURES IN THE DIVISION OF HOTELS AND RESTAURANTS OTHER PERSONAL SERVICES		3301080 030000
HOTEL AND RESTAURANT TF -STATE	25,689-	2375 1
=====		
SPECIAL CATEGORIES CONTRACTED SERVICES		100000 100777
HOTEL AND RESTAURANT TF -STATE	14,737-	2375 1
=====		
TOTAL: REDUCE EXPENDITURES IN THE DIVISION OF HOTELS AND RESTAURANTS		3301080
TOTAL ISSUE.....	40,426-	
=====		

COL A10		
SCH VIIIIB-2		
REDUCTIONS		
POS	AMOUNT	CODES
BUSINESS/PROFESSIONAL REG		79000000
PGM: HOTELS & RESTAURANTS		79200000
<u>COMPLIANCE AND ENFORCEMENT</u>		79200100
<u>PUBLIC PROTECTION</u>		12
<u>REGULATION AND LICENSING</u>		<u>1204.00.00.00</u>
STATE FUNDING REDUCTIONS		3300000
REDUCE EXPENDITURES IN THE DIVISION		
OF HOTELS AND RESTAURANTS		3301080

AGENCY ISSUE NARRATIVE:  
SCH VIIIIB-2 NARR 20-21 NARRATIVE: IT COMPONENT? NO  
PRIORITY #49

The Department of Business and Professional Regulation, Division of Hotels and Restaurants (division) proposes a reduction of \$25,689 in budget authority in the Other Personal Services (OPS) appropriation category and a reduction of \$14,737 in the Contracted Services appropriation category.

The division is currently appropriated \$35,689 in the OPS appropriation category and it is used for court reporting transcription services, expert witness fees, and one OPS position that is responsible for support scanning/indexing deficiency letters and mail-out processing in the Bureau of Field Services' Office of Licensing. A proposed minimal impact reduction of \$10,000 (Priority #27) and this reduction will eliminate the division's entire OPS appropriation.

The division is currently appropriated \$70,509 in the Contracted Services appropriation category. The division utilizes this budget for court reporting services, legal advertising, mail services, and repair/maintenance contracts. If this reduction is taken in addition to the \$10,000 proposed as a minimal impact reduction (Priority #18), it would equate to a 35% reduction to the category.

These reductions would have a significant impact on division operations.

REDUCE OTHER PERSONAL SERVICES  
(OPS) IN THE DIVISION OF HOTELS AND  
RESTAURANTS BASED ON PRIOR YEAR  
BUDGET REVERSIONS  
OTHER PERSONAL SERVICES

3301870  
030000

HOTEL AND RESTAURANT TF -STATE 10,000-  
=====

2375 1

AGENCY ISSUE NARRATIVE:  
SCH VIIIIB-2 NARR 20-21 NARRATIVE: IT COMPONENT? NO  
PRIORITY #27

COL A10		
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>
STATE FUNDING REDUCTIONS		3300000
REDUCE OTHER PERSONAL SERVICES		
(OPS) IN THE DIVISION OF HOTELS AND		
RESTAURANTS BASED ON PRIOR YEAR		
BUDGET REVERSIONS		3301870

The Department of Business and Professional Regulation, Division of Hotels and Restaurants (division) proposes a reduction of \$10,000 in the Other Personal Services (OPS) appropriation category based on a review of prior year budget reversions. This reduction will have a minimal impact on division operations.

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REDUCE CONTRACTED SERVICES IN THE		
DIVISION OF HOTELS AND RESTAURANTS		
BASED ON PRIOR YEAR BUDGET		
REVERSIONS		3301880
SPECIAL CATEGORIES		100000
CONTRACTED SERVICES		100777

HOTEL AND RESTAURANT TF	-STATE	10,000-	2375	1
		=====		

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AGENCY ISSUE NARRATIVE:  
 SCH VIIIIB-2 NARR 20-21 NARRATIVE:  
 PRIORITY #18

IT COMPONENT? NO

The Department of Business and Professional Regulation, Division of Hotels and Restaurants (division) proposes a reduction of \$10,000 in the Contracted Services appropriation category based on a review of prior year budget reversions. This reduction will have a minimal impact on division operations.

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COL A10		
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>
STATE FUNDING REDUCTIONS		3300000
REDUCE LEASE OR LEASE-PURCHASE OF		
EQUIPMENT IN THE DIVISION OF HOTELS		
AND RESTAURANTS BASED ON PRIOR YEAR		
BUDGET REVERSIONS		3301890
SPECIAL CATEGORIES		100000
LEASE/PURCHASE/EQUIPMENT		105281
HOTEL AND RESTAURANT TF	-STATE	2375 1
	5,000-	
	=====	

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AGENCY ISSUE NARRATIVE:  
 SCH VIIIIB-2 NARR 20-21 NARRATIVE: IT COMPONENT? NO  
 PRIORITY #7

The Department of Business and Professional Regulation, Division of Hotels and Restaurants (division) proposes a reduction of \$5,000 in the Lease or Lease-Purchase of Equipment appropriation category based on a review of prior year budget reversions. This reduction will have a minimal impact on division operations.

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TOTAL: REGULATION AND LICENSING		<u>1204.00.00.00</u>
BY FUND TYPE		
	55.00-	
TRUST FUNDS.....	3,094,545-	2000
SALARY RATE.....	1,966,250-	
	=====	



COL A10			
SCH VIIIB-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.....	865,468-		
	=====		
SALARIES AND BENEFITS			010000
	19.00-		
ALCOHOLIC, BEV, TOBACCO TF -STATE	1,372,386-		2022 1
	=====		
EXPENSES			040000
ALCOHOLIC, BEV, TOBACCO TF -STATE	150,769-		2022 1
	=====		
SPECIAL CATEGORIES			100000
OPERATION/MOTOR VEHICLES			102289
ALCOHOLIC, BEV, TOBACCO TF -STATE	178,000-		2022 1
	=====		
SALARY INCENTIVE PAYMENTS			103290
ALCOHOLIC, BEV, TOBACCO TF -STATE	17,280-		2022 1
	=====		
TOTAL: REDUCE STAFF IN THE DIVISION OF			33V2030
ALCOHOLIC BEVERAGES AND TOBACCO -			
ENFORCEMENT			
TOTAL POSITIONS.....	19.00-		
TOTAL ISSUE.....	1,718,435-		
TOTAL SALARY RATE.....	865,468-		
	=====		

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AGENCY ISSUE NARRATIVE:

SCH VIIIB-2 NARR 20-21 NARRATIVE:  
 PRIORITY #68

IT COMPONENT? NO

COL A10		
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

(division) proposes a reduction of 19 FTE and \$1,718,435 in budget authority within the Bureau of Law Enforcement (bureau).

The bureau is responsible for the management of the Division of Alcoholic Beverages and Tobacco's (ABT) law enforcement investigations and regulatory inspection programs. These responsibilities include: conducting license investigations; providing guidance and direction to licensees, conducting criminal investigations pursuant to alcoholic beverage and tobacco laws, and completing regulatory inspections at licensed premises. This reduction would significantly impact the enforcement and inspection efforts of the bureau by greatly reducing sworn and civilian staffing positions responsible for conducting investigations and assisting in regulatory inspection functions.

Central Office - Eliminate 2 FTE

The Bureau's present organization includes three Law Enforcement Major positions. One position serves as the major responsible for the Bureau's administrative support functions and is designated internally as the Assistant Chief for the Bureau. The remaining majors represent one of two operational areas serving specific geographic areas. A reduction of the major performing administrative support functions is included in the proposed reductions and would require the realignment of those functions to the Chief of Enforcement, or to be divided between the Chief and the remaining majors in some combination, increasing the duties of the respective positions.

Central Office staff currently includes a non-sworn Senior Management Analyst II (SMA II) position. The SMAII currently assists the Division of Administration with coordinating background checks and psychological evaluations required for the hiring of new law enforcement officers. This position is also included in the proposed reductions. Duties would need to be absorbed by other Central Office staff within the division at-large. Some duties may also be recommended to be shifted to the Division of Administration's Human Resources section.

Office Closure - West Palm Beach - Eliminate 5 FTE:

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. The division proposes the closure of the West Palm Beach District Office in order to meet the required reduction amount. Closure of the office would result in the reassignment of one law enforcement squad to the Margate Office, and result in a reduction of the following positions: one Law Enforcement Captain, three Law Enforcement Investigator II positions, and one Investigative Specialist position.

To ensure continued regulatory oversight of licensees located within the geographic area currently covered by the West Palm Beach office, the Margate District Office would absorb responsibility for Palm Beach County, and coverage would be

COL A10		
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

assigned to the squad transferred to the office as a result of the closure of the West Palm Beach office.

Office Closure - Ft. Pierce - Eliminate 6 FTE:

The division further proposes the closure of the Ft. Pierce District Office. The proposed office closure would result in the reduction of one Law Enforcement Lieutenant position, two Law Enforcement Investigator II positions, two Investigative Specialist positions, and one Administrative Assistant position.

To ensure continued regulatory oversight of licensees located within the geographic area currently covered by the Ft. Pierce District Office, the Tampa District Office would be required to assume responsibility for investigations and inspections within Okeechobee County, the Orlando District Office would be required to assume Indian River County, and the Margate Office would assume responsibility for Martin and St. Lucie Counties. The Tampa and Orlando District Offices would acquire additional coverage areas without the assistance of any additional personnel, further taxing the resources within each office, while the Margate Office would only benefit from the addition of the squad transferred to the office as a result of the West Palm Beach Office closure, a squad which would likely be responsible for maintaining regulatory oversight of Palm Beach County.

Office Closure - Pensacola - Eliminate 6 FTE:

The Pensacola Office would need to be closed as well and would result in a reduction of one Law Enforcement Lieutenant position, three Law Enforcement Investigator II positions, one Investigations Specialist II position, and one Administrative Assistant position.

The office closure would require customers to travel for assistance in Panama City, the next closest ABT office. The remaining Investigation Specialist II position would 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. Further reduction to two members would render regulatory functions in West Florida largely ineffective.

Vehicle Operation and Maintenance (Operation of Motor Vehicles):

A reduction totaling \$178,000 in the Operation of Motor Vehicles appropriation category that includes \$3,000 for each law enforcement and inspector positions proposed for elimination and \$130,000 reserved for payment when gas prices meet or exceed \$5.00 per gallon.

Without the ability to forecast changes in expenses related to maintenance, repair, and fuel costs, it is difficult to

COL A10		
SCH VIIIB-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

project how long the proposed reduction in motor vehicle related funding would be sufficient to cover operational costs for the vehicles, should the current funding level be reduced going forward. Should the bureau's fleet sustain numerous claims of damage or repair, or if gas prices rise at a marginal to significant rate, this reduction could have a significant impact to division operations, essentially stopping many routine, necessary enforcement related functions, including: inspections performed for approval of new licensee applications, undercover surveys to verify compliance with statutory age of sale requirements, responding to complaints filed with the division identifying potential compliance issues at licensed establishments, assisting local law enforcement during peak periods associated with potential underage sale, service and consumption of alcoholic beverage and/or tobacco products, routine or random inspections of licenses premises, and any other function that requires bureau usage of fleet vehicles.

The reductions offered would have a significant impact to the Bureau of Law Enforcement and would result in a drastic reduction of field operations and hinder existing strategies for enforcement coverage throughout the state. A reduction of ten percent in addition to the issue of employee recruitment and retention would leave the bureau throughout the state, with fewer personnel to ensure compliance with the State of Florida's beverage and tobacco laws. The bureau cannot absorb additional reductions and still maintain the current quality of service and safety desired by the state, the industry and the public.

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POSITION DETAIL OF SALARIES AND BENEFITS:

	FTE	BASE RATE	ADDITIVES	BENEFITS	SUBTOTAL	LAPSE %	LAPSED SALARIES AND BENEFITS
A10 - SCH VIIIB-2 REDUCTIONS							
CHANGES TO CURRENTLY AUTHORIZED POSITIONS							
P101 PROPOSED CLASS CODE							
P0000 001	19.00-	865,468-		397,191-	1,262,659-	0.00	1,262,659-
TOTALS FOR ISSUE BY FUND							
2022 ALCOHOLIC, BEV, TOBACCO TF							1,262,659-
	19.00-	865,468-		397,191-	1,262,659-		1,262,659-

COL A10 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

POSITION DETAIL OF SALARIES AND BENEFITS:

FTE	BASE RATE	ADDITIVES	BENEFITS	SUBTOTAL	LAPSE %	LAPSED SALARIES AND BENEFITS
A10 - SCH VIIIIB-2 REDUCTIONS						
CHANGES TO CURRENTLY AUTHORIZED POSITIONS						
OTHER SALARY AMOUNT						
						109,727-
						-----
						1,372,386-
						=====

STATE FUNDING REDUCTIONS		3300000
REDUCE LEASE OR LEASE-PURCHASE OF EQUIPMENT IN THE DIVISION OF AB&T COMPLIANCE AND ENFORCEMENT BASED ON PRIOR YEAR BUDGET REVERSIONS		3301800
SPECIAL CATEGORIES		100000
LEASE/PURCHASE/EQUIPMENT		105281
ALCOHOLIC, BEV, TOBACCO TF -STATE	5,000-	2022 1
	=====	

AGENCY ISSUE NARRATIVE:  
 SCH VIIIIB-2 NARR 20-21 NARRATIVE:  
 PRIORITY #9

IT COMPONENT? NO

The Department of Business and Professional Regulation, Division of Alcoholic Beverages and Tobacco (division) proposes a reduction of \$5,000 in the Lease or Lease-Purchase of Equipment appropriation category based on a review of prior year budget reversions. This reduction will have a minimal impact on division operations.

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COL A10		
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>
TOTAL: REGULATION AND LICENSING		<u>1204.00.00.00</u>
BY FUND TYPE		
	19.00-	
TRUST FUNDS.....	1,723,435-	2000
SALARY RATE.....	865,468-	
	=====	
<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.....	251,695-	
	=====	
SALARIES AND BENEFITS		010000
	7.50-	
ALCOHOLIC, BEV, TOBACCO TF -STATE	411,301-	2022 1
	=====	
EXPENSES		040000
ALCOHOLIC, BEV, TOBACCO TF -STATE	15,615-	2022 1
	=====	
TOTAL: REDUCE STAFF IN THE DIVISION OF		33V2040
ALCOHOLIC BEVERAGES AND TOBACCO -		
LICENSING		
TOTAL POSITIONS.....	7.50-	
TOTAL ISSUE.....	426,916-	
TOTAL SALARY RATE.....	251,695-	
	=====	

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AGENCY ISSUE NARRATIVE:  
 SCH VIIIIB-2 NARR 20-21 NARRATIVE: IT COMPONENT? NO  
 PRIORITY #69

COL A10		
SCH VIIIB-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

(division) proposes a reduction of 7.50 positions and \$426,916 of budget authority in the Bureau of Licensing (bureau).

The 7.50 positions include one Senior Management Analyst II Supervisor, one Senior Management Analyst II, and 5.5 Regulatory Specialist II positions.

The Senior Management Analyst II Supervisor (designated internally as the Assistant Bureau Chief of Licensing) provides assistance and guidance to staff and supervisors for policies, procedures, and practices of the Bureau and Division. The position frequently functions as a subject matter expert within the Division, is often called upon to handle external inquiries made by stakeholders, and also may testify on behalf of the Division in administrative hearings.

If eliminated, the functions would need to be absorbed by the regional supervisors and/or the Chief of Licensing. The reduction would require the Chief to fill the role of subject matter expert at any time a stakeholder inquiry, or an administrative or civil action, requires such a role. The additional responsibilities would strain the Chief's ability to effectively manage the bureau, to implement or revise policies and procedures, and to perform other critical functions within the bureau.

There are 5.50 Regulatory Specialist II positions and one Senior Management Analyst II position, which supervises the Regulatory Specialist II positions, included in the reduction. The identified positions are responsible for a variety of regulatory activities encompassed in the statewide program for the issuance of licenses, permits, and registrations for the sale of alcoholic beverages and tobacco. The positions are tasked with the accurate collection and distribution of license fees, the retention and maintenance of records for licensed businesses, and work independently to perform tasks involving eligibility determination activities for the issuance of licenses, permits, and registrations. The positions are responsible, at varying levels, for reviewing complex documents and recording data pertaining to licenses into databases in accordance with established protocol. Further, these positions verify and perform quality control reviews of information generated from data entered for accuracy and completeness, and reconcile data to ensure balance between the reported information and statutory requirements.

The elimination of these positions will increase processing times of applications for the issuance of licenses, permits, and registrations for the sale of alcohol and tobacco across the State of Florida, and will have a negative influence on Florida's economy by delaying the opening of new businesses. The delays associated with the opening of these new businesses will postpone the hiring of Floridians, and cause delays in both the movement of products and the transaction of sales from which significant state revenue is derived.

Consistency in operations is critical to meeting the division's mission, and is also expected from stakeholders interacting with the bureau. Collectively, the identified positions are vital to the effective and efficient licensing of the industries within the regulatory purview of the division. The identified positions are critical in communicating, both verbally and in writing; information pertaining to the reports created and/or maintained by the division, are responsible for responding to inquiries from the general public, licensees, and potential licensees, and perform research

COL A10 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

necessary for reports and statistical analysis. Reduction of this staff would result in a demonstrable decline in the quality and effectiveness of services rendered by the bureau throughout the state.

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POSITION DETAIL OF SALARIES AND BENEFITS:

	FTE	BASE RATE	ADDITIVES	BENEFITS	SUBTOTAL	LAPSE %	LAPSED SALARIES AND BENEFITS
A10 - SCH VIIIIB-2 REDUCTIONS							
CHANGES TO CURRENTLY AUTHORIZED POSITIONS							
P101 PROPOSED CLASS CODE							
P0000 001	7.50-	251,695-		142,289-	393,984-	0.00	393,984-
TOTALS FOR ISSUE BY FUND							
2022 ALCOHOLIC, BEV, TOBACCO TF	7.50-	251,695-		142,289-	393,984-		393,984-
OTHER SALARY AMOUNT							
2022 ALCOHOLIC, BEV, TOBACCO TF							17,317-
							411,301-

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COL A10		
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>
STATE FUNDING REDUCTIONS		3300000
REDUCE LEASE OR LEASE-PURCHASE OF		
EQUIPMENT IN THE DIVISION OF AB&T		
STANDARDS AND LICENSURE BASED ON		
PRIOR YEAR BUDGET REVERSIONS		3301810
SPECIAL CATEGORIES		100000
LEASE/PURCHASE/EQUIPMENT		105281
ALCOHOLIC, BEV, TOBACCO TF -STATE	5,000-	2022 1

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AGENCY ISSUE NARRATIVE:  
 SCH VIIIIB-2 NARR 20-21 NARRATIVE: IT COMPONENT? NO  
 PRIORITY #10

The Department of Business and Professional Regulation, Division of Alcoholic Beverages and Tobacco (division) proposes a reduction of \$5,000 in the Lease or Lease-Purchase of Equipment appropriation category based on a review of prior year budget reversions. This reduction will have a minimal impact on division operations.

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REDUCE CONTRACTED SERVICES IN THE		
DIVISION OF AB&T STANDARDS AND		
LICENSURE BASED ON PRIOR YEAR		
BUDGET REVERSIONS		3301830
SPECIAL CATEGORIES		100000
CONTRACTED SERVICES		100777
ALCOHOLIC, BEV, TOBACCO TF -STATE	5,000-	2022 1

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AGENCY ISSUE NARRATIVE:  
 SCH VIIIIB-2 NARR 20-21 NARRATIVE: IT COMPONENT? NO  
 PRIORITY #21

The Department of Business and Professional Regulation, Division of Alcoholic Beverages and Tobacco (division) proposes a reduction of \$5,000 in the Contracted Services appropriation category based on a review of prior year budget reversions. This reduction will have a minimal impact on division operations.

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COL A10			
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>
TOTAL: REGULATION AND LICENSING			<u>1204.00.00.00</u>
BY FUND TYPE			
	7.50-		
TRUST FUNDS.....	436,916-		2000
SALARY RATE.....	251,695-		
	=====		
<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.....	311,834-		
	=====		
SALARIES AND BENEFITS			010000
	8.00-		
ALCOHOLIC, BEV, TOBACCO TF -STATE	577,467-		2022 1
	=====		
EXPENSES			040000
ALCOHOLIC, BEV, TOBACCO TF -STATE	79,690-		2022 1
	=====		
TOTAL: REDUCE STAFF IN THE DIVISION OF			33V2050
ALCOHOLIC BEVERAGES AND TOBACCO -			
TAX COLLECTION			
TOTAL POSITIONS.....	8.00-		
TOTAL ISSUE.....	657,157-		
TOTAL SALARY RATE.....	311,834-		
	=====		

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AGENCY ISSUE NARRATIVE:  
 SCH VIIIIB-2 NARR 20-21 NARRATIVE: IT COMPONENT? NO  
 PRIORITY #70

The Department of Business and Professional Regulation, Division of Alcoholic Beverages and Tobacco (division) proposes a

COL A10		
SCH VIIIIB-2		
REDUCTIONS		
POS	AMOUNT	CODES
		79000000
BUSINESS/PROFESSIONAL REG		79400000
PGM: ALCOHOL BEV & TOBACCO		79400300
<u>TAX COLLECTION</u>		12
PUBLIC PROTECTION		<u>1204.00.00.00</u>
<u>REGULATION AND LICENSING</u>		33V0000
PROGRAM REDUCTIONS		
REDUCE STAFF IN THE DIVISION OF		
ALCOHOLIC BEVERAGES AND TOBACCO -		
TAX COLLECTION		33V2050

reduction of eight (8.00) positions and \$657,157 in budget authority in the Bureau of Auditing.

This reduction requires the elimination of functions (2 FTE), and business practice changes (6 FTE).

Elimination of Functions:

The Bureau received a Senior Tax Specialist position during the 2011 legislative budget process in order to implement tobacco surcharge requirements mandated in Chapter 2009-079, Laws of Florida. Section 210.095, F.S., established the additional duties of the department related to the remote or direct sale of tobacco products. The identified position audits, collects taxes, and ensures compliance with the statutory provision. This position was directly responsible for identifying and collecting \$2.3 million in tobacco taxes due to the State, as determined by the bureau's audits to date in this fiscal year. Without the audits generated and completed by this position, these tax obligations may not otherwise have been identified and collected, as the underlying purchases are conducted over the internet by non-licensed entities and therefore not captured by the Electronic Data Submission System (EDS).

The Bureau identifies for elimination one Tax Auditor IV position. The identified position performs audits of out-of-state businesses, which includes more than 3,200 businesses located outside the state that sell products into the state. Last year, the Tax Auditor IV position conducted over 200 audits, resulting in findings and assessments of \$67,265.02 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. Note: In FY 2012-13, the Bureau received an audit finding that required the performance of out-of-state audits.

Reductions Identified by Business Practice Modifications:

The first business practice adjustment eliminates one Tax Auditor III position and associated position costs, which currently performs audits in the Pensacola area. The Division has more than 375 businesses operating in the Pensacola area. Last year, 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.

The second business practice change eliminates one Tax Auditor III position and associated position costs, which currently performs manufacturer audits in the Tampa 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 easily absorbed by other bureau staff.

The third business practice adjustment eliminates four Tax Auditor II positions and associated position costs from various districts. The elimination of four Tax Auditor II positions would reduce the number of audits the bureau could complete by approximately 500 audits, the majority of which could not be absorbed by other bureau staff.

COL A10 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

The fourth business practice change eliminates field travel costs for the certain Tax Auditor positions within the bureau. The bureau performed almost 5,700 audits last year, resulting in findings of over \$15 million. The majority of these audits were conducted on-site on the licensed premises. This reduction would limit the bureau to performing only desks audits, which would significantly hinder the bureau's ability to audit and verify all regulated product was properly identified, reported, and accounted for tax collection.

The Bureau has the responsibility through statutory and business practice requirements to potentially perform over 13,000 audits annually. Based on current FTE and monthly auditing standards the Bureau has the ability to perform 4,896 audits annually. Any reduction in staff will greatly affect the Bureau's ability to perform audits.

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POSITION DETAIL OF SALARIES AND BENEFITS:

	FTE	BASE RATE	ADDITIVES	BENEFITS	SUBTOTAL	LAPSE %	LAPSED SALARIES AND BENEFITS
A10 - SCH VIIIIB-2 REDUCTIONS							
CHANGES TO CURRENTLY AUTHORIZED POSITIONS							
P101 PROPOSED CLASS CODE							
P0000 001	8.00-	311,834-		158,763-	470,597-	0.00	470,597-
TOTALS FOR ISSUE BY FUND							
2022 ALCOHOLIC, BEV, TOBACCO TF							470,597-
	8.00-	311,834-		158,763-	470,597-		470,597-
OTHER SALARY AMOUNT							
2022 ALCOHOLIC, BEV, TOBACCO TF							106,870-
							577,467-

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COL A10		
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>
STATE FUNDING REDUCTIONS		3300000
REDUCE LEASE OR LEASE-PURCHASE OF		
EQUIPMENT IN THE DIVISION OF AB&T		
TAX COLLECTION BASED ON PRIOR YEAR		
BUDGET REVERSIONS		3301820
SPECIAL CATEGORIES		100000
LEASE/PURCHASE/EQUIPMENT		105281
ALCOHOLIC, BEV, TOBACCO TF -STATE	5,000-	2022 1

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AGENCY ISSUE NARRATIVE:  
 SCH VIIIIB-2 NARR 20-21 NARRATIVE: IT COMPONENT? NO  
 PRIORITY #11

The Department of Business and Professional Regulation, Division of Alcoholic Beverages and Tobacco (division) proposes a reduction of \$5,000 in the Lease or Lease-Purchase of Equipment appropriation category based on a review of prior year budget reversions. This reduction will have a minimal impact on division operations.

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REDUCE CONTRACTED SERVICES IN THE		
DIVISION OF AB&T TAX COLLECTION		
BASED ON PRIOR YEAR BUDGET		
REVERSIONS		3301840
SPECIAL CATEGORIES		100000
CONTRACTED SERVICES		100777

ALCOHOLIC, BEV, TOBACCO TF -STATE	7,500-	2022 1
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AGENCY ISSUE NARRATIVE:  
 SCH VIIIIB-2 NARR 20-21 NARRATIVE: IT COMPONENT? NO  
 PRIORITY #22

The Department of Business and Professional Regulation, Division of Alcoholic Beverages and Tobacco (division) proposes a reduction of \$7,500 in the Contracted Services appropriation category based on a review of prior year budget reversions. This reduction will have a minimal impact on division operations.

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COL A10			
SCH VIIIIB-2			
REDUCTIONS			
POS	AMOUNT		CODES
-----			
BUSINESS/PROFESSIONAL REG			79000000
PGM: ALCOHOL BEV & TOBACCO			79400000
<u>TAX COLLECTION</u>			79400300
PUBLIC PROTECTION			12
<u>REGULATION AND LICENSING</u>			<u>1204.00.00.00</u>
TOTAL: REGULATION AND LICENSING			<u>1204.00.00.00</u>
BY FUND TYPE			
	8.00-		
TRUST FUNDS.....	669,657-		2000
SALARY RATE.....	311,834-		
	=====		
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
DEREGULATION OF THE MOBILE HOME			
REGULATION PROGRAM WITHIN THE			
DIVISION OF FLORIDA CONDOMINIUMS,			
TIMESHARES AND MOBILE HOMES			33V1580
SALARY RATE			000000
SALARY RATE.....	282,602-		
	=====		
SALARIES AND BENEFITS			010000
	8.00-		
FL CONDO/TIMESHARE/MH TF -STATE	436,653-		2289 1
	=====		
EXPENSES			040000
FL CONDO/TIMESHARE/MH TF -STATE	16,656-		2289 1
	=====		
TOTAL: DEREGULATION OF THE MOBILE HOME			33V1580
REGULATION PROGRAM WITHIN THE			
DIVISION OF FLORIDA CONDOMINIUMS,			
TIMESHARES AND MOBILE HOMES			
TOTAL POSITIONS.....	8.00-		
TOTAL ISSUE.....	453,309-		
TOTAL SALARY RATE.....	282,602-		
	=====		

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AGENCY ISSUE NARRATIVE:  
 SCH VIIIIB-2 NARR 20-21 NARRATIVE:  
 PRIORITY #76

IT COMPONENT? NO

COL A10		
SCH VIIIIB-2		
REDUCTIONS		
POS	AMOUNT	CODES
BUSINESS/PROFESSIONAL REG		79000000
PGM: CONDOS, TIMESHAR, MOB HM		79800000
<u>COMPLIANCE AND ENFORCEMENT</u>		79800100
PUBLIC PROTECTION		12
<u>REGULATION AND LICENSING</u>		<u>1204.00.00.00</u>
PROGRAM REDUCTIONS		33V0000
DEREGULATION OF THE MOBILE HOME		
REGULATION PROGRAM WITHIN THE		
DIVISION OF FLORIDA CONDOMINIUMS,		
TIMESHARES AND MOBILE HOMES		33V1580

The Department of Business and Professional Regulation, Division of Florida Condominiums, Timeshares and Mobile Homes (division) proposes a reduction of \$453,309, 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. The agency would see a reduction of three (3) Investigation Specialists, one (1) Real Estate Development Supervisor - SES, and five (5) Real Estate Development Specialist positions. During Fiscal Year 2018-19, this program generated approximately \$1.2 million in revenue, primarily from annual fees.

Eliminating the Mobile Home Regulation Program will be a significant impact to mobile home owners renting lots in a mobile home park as there will not be a state agency to assist with inquiries or complaints regarding violations and/or management of mobile home park 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.

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POSITION DETAIL OF SALARIES AND BENEFITS:

	FTE	BASE RATE	ADDITIVES	BENEFITS	SUBTOTAL	LAPSE %	LAPSED SALARIES AND BENEFITS
A10 - SCH VIIIIB-2 REDUCTIONS							
CHANGES TO CURRENTLY AUTHORIZED POSITIONS							
P101 PROPOSED CLASS CODE							
P0000 001	8.00-	282,602-		154,051-	436,653-	0.00	436,653-

COL A10 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
A10 - SCH VIIIIB-2 REDUCTIONS							
CHANGES TO CURRENTLY AUTHORIZED POSITIONS							
TOTALS FOR ISSUE BY FUND							
2289 FL CONDO/TIMESHARE/MH TF							436,653-
	8.00-	282,602-		154,051-	436,653-		436,653-

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REDUCE COMPLIANCE STAFF IN THE DIVISION OF FLORIDA CONDOMINIUMS, TIME SHARES AND MOBILE HOMES							33V3050
SALARY RATE							000000
SALARY RATE.....	235,262-						
	=====						
SALARIES AND BENEFITS							010000
FL CONDO/TIMESHARE/MH TF -STATE	7.00-						2289 1
		368,121-					
	=====						
EXPENSES							040000
FL CONDO/TIMESHARE/MH TF -STATE		43,539-					2289 1
	=====						



COL A10		
SCH VIIIB-2		
REDUCTIONS		
POS	AMOUNT	CODES
-----		
BUSINESS/PROFESSIONAL REG		79000000
PGM: CONDOS, TIMESHAR, MOB HM		79800000
<u>COMPLIANCE AND ENFORCEMENT</u>		79800100
PUBLIC PROTECTION		12
<u>REGULATION AND LICENSING</u>		<u>1204.00.00.00</u>
PROGRAM REDUCTIONS		33V0000
REDUCE COMPLIANCE STAFF IN THE		
DIVISION OF FLORIDA CONDOMINIUMS,		
TIME SHARES AND MOBILE HOMES		33V3050
TOTAL: REDUCE COMPLIANCE STAFF IN THE		33V3050
DIVISION OF FLORIDA CONDOMINIUMS,		
TIME SHARES AND MOBILE HOMES		
TOTAL POSITIONS.....	7.00-	
TOTAL ISSUE.....	411,660-	
TOTAL SALARY RATE.....	235,262-	
	=====	

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AGENCY ISSUE NARRATIVE:

SCH VIIIB-2 NARR 20-21 NARRATIVE:  
 PRIORITY #77

IT COMPONENT? NO

The Department of Business and Professional Regulation, Division of Florida Condominiums, Timeshares and Mobile Homes (division) proposes a reduction of \$411,660 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 with the elimination of one (1) Administrative Assistant I, five (5) Investigation Specialist II and one (1) Investigator Supervisor SES positions. 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 have a significant impact on the division by placing a larger burden on other condominium staff and decrease customer service by increasing timeframes to resolve consumer complaints. Division travel expenditures may increase if investigative staff has to travel further to complete complaint investigations. Also, regional education and training services provided by the Orlando office will have to be covered by other staff which would either increase travel expenses or reduce the level of service to this portion of the state.

The division's Orlando office is located in the Hurston Building located at 400 West Robinson Street. 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.

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COL A10 SCH VIIIIB-2 REDUCTIONS		CODES
POS	AMOUNT	
BUSINESS/PROFESSIONAL REG		79000000
PGM: CONDOS, TIMESHAR, MOB HM		79800000
<u>COMPLIANCE AND ENFORCEMENT</u>		79800100
PUBLIC PROTECTION		12
<u>REGULATION AND LICENSING</u>		<u>1204.00.00.00</u>
PROGRAM REDUCTIONS		33V0000
REDUCE COMPLIANCE STAFF IN THE DIVISION OF FLORIDA CONDOMINIUMS, TIME SHARES AND MOBILE HOMES		33V3050

POSITION DETAIL OF SALARIES AND BENEFITS:

	FTE	BASE RATE	ADDITIVES	BENEFITS	SUBTOTAL	LAPSE %	LAPSED SALARIES AND BENEFITS
A10 - SCH VIIIIB-2 REDUCTIONS							
CHANGES TO CURRENTLY AUTHORIZED POSITIONS							
P101 PROPOSED CLASS CODE							
P0000 001	7.00-	235,262-		132,859-	368,121-	0.00	368,121-
TOTALS FOR ISSUE BY FUND							
2289 FL CONDO/TIMESHARE/MH TF							368,121-
	7.00-	235,262-		132,859-	368,121-		368,121-

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STATE FUNDING REDUCTIONS		3300000
REDUCE OTHER PERSONAL SERVICES (OPS) IN THE DIVISION OF FL CONDOS, TIMESHARES & MOBILE HOMES BASED ON PRIOR YEAR BUDGET REVERSIONS		3301850
OTHER PERSONAL SERVICES		030000
FL CONDO/TIMESHARE/MH TF -STATE	15,000-	2289 1

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AGENCY ISSUE NARRATIVE:  
 SCH VIIIIB-2 NARR 20-21 NARRATIVE:  
 PRIORITY #23

IT COMPONENT? NO

COL A10		
SCH VIIIIB-2		
REDUCTIONS		
POS	AMOUNT	CODES
BUSINESS/PROFESSIONAL REG		79000000
PGM: CONDOS, TIMESHAR, MOB HM		79800000
<u>COMPLIANCE AND ENFORCEMENT</u>		79800100
PUBLIC PROTECTION		12
<u>REGULATION AND LICENSING</u>		<u>1204.00.00.00</u>
STATE FUNDING REDUCTIONS		3300000
REDUCE OTHER PERSONAL SERVICES		
(OPS) IN THE DIVISION OF FL CONDOS,		
TIMESHARES & MOBILE HOMES BASED ON		
PRIOR YEAR BUDGET REVERSIONS		3301850

(division) proposes a reduction of \$15,000 in the Other Personal Services (OPS) appropriation category based on a review of prior year budget reversions. This reduction will have a minimal impact on division operations.

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REDUCE CONTRACTED SERVICES IN THE		
DIVISION OF FLORIDA CONDOMINIUMS,		
TIMESHARES AND MOBILE HOMES BASED		
ON PRIOR YEAR BUDGET REVERSIONS		3301860
SPECIAL CATEGORIES		100000
CONTRACTED SERVICES		100777

FL CONDO/TIMESHARE/MH TF -STATE	5,000-	2289 1
	=====	

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AGENCY ISSUE NARRATIVE:  
 SCH VIIIIB-2 NARR 20-21 NARRATIVE:  
 PRIORITY #15

IT COMPONENT? NO

The Department of Business and Professional Regulation, Division of Florida Condominiums, Timeshares and Mobile Homes (division) proposes a reduction of \$5,000 in the Contracted Services appropriation category based on a review of prior year budget reversions. This reduction will have a minimal impact on division operations.

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TOTAL: REGULATION AND LICENSING		<u>1204.00.00.00</u>
BY FUND TYPE		
	15.00-	
TRUST FUNDS.....	884,969-	2000
SALARY RATE.....	517,864-	
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COL A10		
SCH VIII B-2		
REDUCTIONS		
POS	AMOUNT	CODES
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BUSINESS/PROFESSIONAL REG		79000000
TOTAL: BUSINESS/PROFESSIONAL REG		79000000
BY FUND TYPE		
GENERAL REVENUE FUND	144,307-	1000
TRUST FUNDS	15,224,175-	2000
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TOTAL POSITIONS.....	146.00-	
TOTAL DEPARTMENT.....	15,368,482-	
TOTAL SALARY RATE.....	5,211,821-	
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