

729700 DIVISION OF ADMINISTRATIVE HEARINGS

20 2 021006 FUND NOT ON TITLE FILE

G-L	G-L ACCOUNT NAME	BEGINNING BALANCE
CAT		
12100	UNRELEASED CASH IN STATE TREASURY	
000000	BALANCE BROUGHT FORWARD	0.00
14100	POOLED INVESTMENTS WITH STATE TREASURY	
000000	BALANCE BROUGHT FORWARD	0.00
15300	INTEREST AND DIVIDENDS RECEIVABLE	
000000	BALANCE BROUGHT FORWARD	0.00
000500	INTEREST	0.00
	** GL 15300 TOTAL	0.00
16300	DUE FROM OTHER DEPARTMENTS	
000000	BALANCE BROUGHT FORWARD	21,848.00
001500	TRANSFERS	21,848.00-
001800	REFUNDS	0.00
	** GL 16300 TOTAL	0.00
31100	ACCOUNTS PAYABLE	
000000	BALANCE BROUGHT FORWARD	9,920.69
010000	SALARIES AND BENEFITS	0.00
030000	CF OTHER PERSONAL SERVICES	0.00
040000	EXPENSES	9,920.69-
310322	SERVICE CHARGE TO GEN REV	0.00
	** GL 31100 TOTAL	0.00
35300	DUE TO OTHER DEPARTMENTS	
000000	BALANCE BROUGHT FORWARD	2,268.50
040000	EXPENSES	2,268.50-
	** GL 35300 TOTAL	0.00
35600	DUE TO GENERAL REVENUE	
000000	BALANCE BROUGHT FORWARD	758.45-
310322	SERVICE CHARGE TO GEN REV	758.45
	** GL 35600 TOTAL	0.00
38600	CURRENT COMPENSATED ABSENCES LIABILITY	
000000	BALANCE BROUGHT FORWARD	0.00
54900	COMMITTED FUND BALANCE	
000000	BALANCE BROUGHT FORWARD	0.00
55100	FUND BALANCE RESERVED FOR ENCUMBRANCES	
000000	BALANCE BROUGHT FORWARD	0.00
030000	OTHER PERSONAL SERVICES	0.00
	** GL 55100 TOTAL	0.00
	*** FUND TOTAL	0.00

729700 DIVISION OF ADMINISTRATIVE HEARINGS

20 2 510150 OPERATING TRUST FUND-DOAH

G-L	G-L ACCOUNT NAME	BEGINNING BALANCE
CAT		
12100	UNRELEASED CASH IN STATE TREASURY	
000000	BALANCE BROUGHT FORWARD	790,173.53
12400	CASH IN STATE TREASURY UNVERIFIED	
000100	FEES	15.00-
14100	POOLED INVESTMENTS WITH STATE TREASURY	
000000	BALANCE BROUGHT FORWARD	4,018,964.60
15100	ACCOUNTS RECEIVABLE	
001800	REFUNDS	4,809.30
15300	INTEREST AND DIVIDENDS RECEIVABLE	
000500	INTEREST	4,484.28
15700	FEES RECEIVABLE	
001801	REIMBURSEMENTS	117.30
001905	SALE OF SERVICES OUTSIDE STATE GOVERNMENT	3.50
	** GL 15700 TOTAL	120.80
16300	DUE FROM OTHER DEPARTMENTS	
001500	TRANSFERS	0.00
16500	DUE FROM OTHER GOVERNMENTAL UNITS	
001801	REIMBURSEMENTS	3,278.73
16700	DUE FROM COMPONENT UNIT/PRIMARY	
001801	REIMBURSEMENTS	191.25
31100	ACCOUNTS PAYABLE	
040000	EXPENSES	105.00-
040000	CF EXPENSES	152,275.93-
060000	OPERATING CAPITAL OUTLAY	0.00
060000	CF OPERATING CAPITAL OUTLAY	46,060.80-
100777	CONTRACTED SERVICES	0.00
100777	CF CONTRACTED SERVICES	120,471.63-
105281	LEASE/PURCHASE/EQUIPMENT	0.00
105281	CF LEASE/PURCHASE/EQUIPMENT	1,779.25-
	** GL 31100 TOTAL	320,692.61-
35300	DUE TO OTHER DEPARTMENTS	
010000	SALARIES AND BENEFITS	0.00
010000	CF SALARIES AND BENEFITS	40,070.87-
040000	EXPENSES	7,272.54-
040000	CF EXPENSES	47,916.67-

729700 DIVISION OF ADMINISTRATIVE HEARINGS

20 2 510150 OPERATING TRUST FUND-DOAH

G-L	G-L ACCOUNT NAME	BEGINNING BALANCE
CAT		
100777	CONTRACTED SERVICES	165.76-
100777 CF	CONTRACTED SERVICES	26.46-
103884	CONTRACTED LEGAL SERVICES	0.00
103884 CF	CONTRACTED LEGAL SERVICES	884.33-
310403	ASSESSMENT ON INVESTMENTS-DEPARTMENTAL USE	506.89-
	** GL 35300 TOTAL	96,843.52-
35600	DUE TO GENERAL REVENUE	
310322	SERVICE CHARGE TO GEN REV	6,381.82-
38600	CURRENT COMPENSATED ABSENCES LIABILITY	
000000	BALANCE BROUGHT FORWARD	212.84-
010000	SALARIES AND BENEFITS	18,823.79-
	** GL 38600 TOTAL	19,036.63-
54900	COMMITTED FUND BALANCE	
000000	BALANCE BROUGHT FORWARD	4,379,052.91-
94100	ENCUMBRANCES	
040000 CF	EXPENSES	187,006.67
060000 CF	OPERATING CAPITAL OUTLAY	34,795.00
100777 CF	CONTRACTED SERVICES	77,346.58
105281 CF	LEASE/PURCHASE/EQUIPMENT	2,685.20
	** GL 94100 TOTAL	301,833.45
98100	BUDGETARY FND BAL RESERVED/ENCUMBRANCE	
040000 CF	EXPENSES	187,006.67-
060000 CF	OPERATING CAPITAL OUTLAY	34,795.00-
100777 CF	CONTRACTED SERVICES	77,346.58-
105281 CF	LEASE/PURCHASE/EQUIPMENT	2,685.20-
	** GL 98100 TOTAL	301,833.45-
	*** FUND TOTAL	0.00

**DIVISION OF ADMINISTRATIVE HEARINGS**

**SCHEDULE I SERIES**

**OPERATING TRUST FUND**

SCHEDULE I  
TRUST FUNDS AVAILABLE

SUPPORTING NARRATIVE  
COMPUTING DISTRIBUTION OF COST FOR GENERAL MANAGEMENT AND  
ADMINISTRATIVE SERVICES

Methodology:

Identify administrative functions shared by both budget entities - Adjudication Of Disputes (DOAH) and Workers' Compensation Appeals (OJCC).

Identify positions performing administrative functions shared by both budget entities.

Identify the costs associated with these administrative functions.

Identify a basis for distributing the costs of the administrative functions to each budget entity.

The following administrative functions are shared by both DOAH and OJCC:

- Administration
- Executive Direction
- Finance and Accounting
- Human Resources
- Information Technology
- Planning and Budgeting
- Procurement

Associated costs for these functions are allocated to each budget entity based on:

FY 21-22 Base Budgets

Adjudication of Disputes – 32%

Workers' Compensation Appeals – 68%

General Revenue Service Charge – Estimated Revenue

Assessments on Investments – Estimated Investments

SCHEDULE I  
TRUST FUNDS AVAILABLE

FY 2022-2023  
SUPPORTING NARRATIVE  
COMPUTATION OF COST FOR GENERAL MANAGEMENT AND ADMINISTRATIVE SERVICES

<b>729701 ADJUDICATION OF DISPUTES</b>		<b>32%</b>				<b>HR &amp;</b>					
ADMIN FUNCTION	POS TITLE	POS#	INCUMBENT	SALARY	BENEFITS	S/B TOTAL	EXP PKG	TOTAL	DOAH AMT	OJCC AMT	
Administration	Director of Administration	2842	Newman, B	\$ 131,245	\$ 69,823	\$ 201,068	\$ 6,675	\$ 207,743	\$ 66,478	\$ 141,265	
Administration	Admin Assist II-SES	3151	Berg, H	\$ 50,000	\$ 30,911	\$ 80,911	\$ 5,563	\$ 86,474	\$ 27,672	\$ 58,802	
Administration	Admin Asst I-SES	2805	Devall, A	\$ 34,000	\$ 27,950	\$ 61,950	\$ 5,563	\$ 67,513	\$ 21,604	\$ 45,909	
Administration	Op & Mgmt Consultant II SES	3143	Vacant	\$ 38,660	\$ 22,793	\$ 61,453	\$ 5,563	\$ 67,016	\$ 21,445	\$ 45,571	
Executive Direction	Dir & Chief Judge-DOAH	2646	Antonacci, P	\$ 131,500	\$ 61,304	\$ 192,804	\$ 6,675	\$ 199,479	\$ 63,833	\$ 135,646	
Executive Direction	Exec Asst I - SES	2771	Dane, L	\$ 30,000	\$ 5,553	\$ 35,553	\$ 5,563	\$ 41,116	\$ 13,157	\$ 27,959	
Finance & Acct	Accountant II	2816	Vacant	\$ 37,080	\$ 26,705	\$ 63,785	\$ 5,563	\$ 69,348	\$ 22,191	\$ 47,157	
Finance & Acct	Accounting Svcs Admin-SES	2741	Frost, D	\$ 50,000	\$ 18,959	\$ 68,959	\$ 6,675	\$ 75,634	\$ 24,203	\$ 51,431	
Human Resources	Human Resource Mgr-SES	2843	Gilliam, R	\$ 79,787	\$ 36,425	\$ 116,212	\$ 6,675	\$ 122,887	\$ 39,324	\$ 83,563	
Information Tech	Data Base Admin-SES	2845	Russell, J	\$ 79,250	\$ 36,326	\$ 115,576	\$ 6,675	\$ 122,251	\$ 39,120	\$ 83,131	
Information Tech	Dist Comp Sys Analyst-SES	3412	Rioux, S	\$ 54,000	\$ 31,652	\$ 85,652	\$ 5,563	\$ 91,215	\$ 29,189	\$ 62,026	
Information Tech	App Sys Programmer II	2654	Thanasekar, J	\$ 49,440	\$ 28,987	\$ 78,427	\$ 5,563	\$ 83,990	\$ 26,877	\$ 57,113	
Planning & Budget	Budget Officer	2801	Ardoin, C	\$ 83,018	\$ 37,024	\$ 120,042	\$ 6,675	\$ 126,717	\$ 40,549	\$ 86,168	
Procurement	Purchasing Specialist-SES	2434	Kenyon, P	\$ 59,000	\$ 20,626	\$ 79,626	\$ 6,675	\$ 86,301	\$ 27,616	\$ 58,685	
General Revenue Service Charge								\$ 18,820	\$ 5,406	\$ 13,414	
Assessments on Investments								\$ 14,067	\$ 3,375	\$ 10,692	
<b>DOAH TOTALS</b>				<b>\$ 906,980</b>	<b>\$ 455,038</b>	<b>\$ 1,362,018</b>	<b>\$ 85,666</b>	<b>\$ 1,480,571</b>	<b>\$ 472,040</b>	<b>\$ 1,008,530</b>	

<b>729702 WORKERS' COMPENSATION APPEALS</b>		<b>68%</b>				<b>HR &amp;</b>					
ADMIN FUNCTION	POS TITLE	POS#	INCUMBENT	SALARY	BENEFITS	S/B TOTAL	EXP PKG	TOTAL	OJCC AMT	DOAH AMT	
Administration	Admin Assist III-SES	3403	Wood, J	\$ 46,136	\$ 21,713	\$ 67,849	\$ 5,563	\$ 73,412	\$ 49,920	\$ 23,492	
Administration	Admin Assist II-SES	3416	Copper, K	\$ 43,919	\$ 29,786	\$ 73,705	\$ 5,563	\$ 79,268	\$ 53,902	\$ 25,366	
Finance & Acct	Accountant III - SES	3408	Fead, L	\$ 40,280	\$ 20,189	\$ 60,469	\$ 5,563	\$ 66,032	\$ 44,902	\$ 21,130	
Finance & Acct	Sr Professional Accountant	3505	Daugherty, S	\$ 42,000	\$ 16,962	\$ 58,962	\$ 5,563	\$ 64,525	\$ 43,877	\$ 20,648	
Human Resources	Personnel Tech II-SES	3463	Hattaway, D	\$ 32,000	\$ 27,579	\$ 59,579	\$ 5,563	\$ 65,142	\$ 44,297	\$ 20,845	
Information Tech	Dist Comp Sys Admin-SES	3422	Reynolds, W	\$ 66,965	\$ 22,100	\$ 89,065	\$ 5,563	\$ 94,628	\$ 64,347	\$ 30,281	
Information Tech	Dist Comp Sys Analyst-SES	3400	Arroyave, G	\$ 47,000	\$ 30,356	\$ 77,356	\$ 5,563	\$ 82,919	\$ 56,385	\$ 26,534	
Information Tech	Dist Comp Sys Analyst-SES	3423	Harris, A	\$ 47,000	\$ 30,356	\$ 77,356	\$ 5,563	\$ 82,919	\$ 56,385	\$ 26,534	
Procurement	Admin Assist II	3406	Plummer, J	\$ 42,200	\$ 14,902	\$ 57,102	\$ 5,563	\$ 62,665	\$ 42,612	\$ 20,053	
Procurement	Admin Assist II	3425	Roberts, R	\$ 46,453	\$ 31,929	\$ 78,382	\$ 5,563	\$ 83,945	\$ 57,083	\$ 26,862	
<b>OJCC TOTALS</b>				<b>\$ 453,953</b>	<b>\$ 245,872</b>	<b>\$ 699,825</b>	<b>\$ 55,630</b>	<b>\$ 755,455</b>	<b>\$ 513,710</b>	<b>\$ 241,745</b>	

<b>TOTAL DOAH COST TO BE RECOVERED FROM THE OJCC</b>									<b>\$ 766,786</b>	
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SCHEDULE I  
TRUST FUNDS AVAILABLE

SUPPORTING NARRATIVE - SECTION III ADJUSTMENTS  
OPERATING TRUST FUND

Following are descriptions of the adjustments included in the Schedule I, Columns A01 and A02, Section III, of the Division's FY 2022-23 Legislative Budget Request:

**COLUMN A01: ACTUAL PRIOR YEAR - FY 2020-21**

**01 September 30, 2020 Operating Reversions - DOAH**

Per FY 2022-23 Legislative Budget Request instructions, the adjustment of \$57,318 is necessary to include September 30, 2020 operating reversions for the Adjudication of Disputes Program. The adjustment has a positive impact on the fund balance.

**02 September 30, 2020 Operating Reversions - JCCs**

Per FY 2022-23 Legislative Budget Request instructions, the adjustment of \$43,370 is necessary to include September 30, 2020 operating reversions for the Workers' Compensation Appeals Program. The adjustment has a positive impact on the fund balance.

**03 Prior-Year Compensated Absences – DOAH**

Per statewide financial reporting requirements, the adjustment of \$19,037 is necessary to reflect the reversal of the prior-year compensated absences for the Adjudication of Disputes Program. The adjustment has a positive impact on the fund balance.

**04 Close Prior-Year Non-Certified Forward Payables - DOAH**

Per statewide financial reporting requirements, the adjustment of \$7,543 is necessary to record the FY 2019-20 non-certified forward payables for the Adjudication of Disputes Program. The adjustment has a positive impact on the fund balance.

**05 Close COVID-19 Accounts Receivable - DOAH**

Per statewide financial reporting requirements, the adjustment of (\$158,320) is necessary to record the FY 2019-20 receivable for COVID-19 funds. The adjustment has a negative impact on the fund balance.

**06 Prior-Year Certified Forward Encumbrances - DOAH**

Per statewide financial reporting requirements, the adjustment of (\$84,486) is necessary to record the FY 2019-20 certified forward encumbrances for the Adjudication of Disputes Program. The adjustment has a negative impact on the fund balance.

**07 Prior-Year Certified Forward Encumbrances - JCCs**

Per statewide financial reporting requirements, the adjustment of (\$75,682) is necessary to record the FY 2019-20 certified forward encumbrances for the Workers' Compensation Appeals Program. The adjustment has a negative impact on the fund balance.

**08 Rounding - To Balance with June 30, 2021 Unreserved Fund Balance - DOAH**

The adjustment of \$4 is necessary to balance with the June 30, 2021 unreserved fund balance for the Adjudication of Disputes Program.

**09 Rounding - To Balance with June 30, 2021 Unreserved Fund Balance - JCCs**

The adjustment of \$5 is necessary to balance with the June 30, 2021 unreserved fund balance for the Workers' Compensation Appeals Program.

**COLUMN A02: CURRENT YEAR ESTIMATED - FY 2021-22**

**10 Record September 30, 2021 Operating Reversions - DOAH**

Per FY 2022-23 Legislative Budget Request instructions, this adjustment is necessary to record the September 30, 2021 operating reversions for the Adjudication of Disputes program.

**11 Record September 30, 2021 Operating Reversions - JCCs**

Per FY 2022-23 Legislative Budget Request instructions, this adjustment is necessary to record the September 30, 2021 operating reversions for the Workers' Compensation Appeals program.



SCHEDULE I  
TRUST FUNDS AVAILABLE

SUPPORTING NARRATIVE  
REVENUE ESTIMATING METHODOLOGIES  
OPERATING TRUST FUND

Following are explanations of methodologies used to develop revenue estimates contained in Columns A02 and A03:

**COLUMN A02: CURRENT YEAR ESTIMATED REVENUES - FY 2021-22**

**Lines 1 – 29: Transfers from State Agencies – Adjudication of Disputes**

These revenues represent transfers from state agencies to the Division of Administrative Hearings (DOAH) to support the Adjudication of Disputes Program. These transfers are appropriated in the FY 2021-22 General Appropriations Act (Chapter 2021-036, Laws of Florida) and total \$7,840,044.

**Line 30: Transfers of Application Fees from the Department of Environmental Protection for Cases Filed Pursuant to Chapter 403, Florida Statutes - Adjudication of Disputes**

Pursuant to Chapter 403, Florida Statutes, the Department of Environmental Protection (DEP) transfers to DOAH a portion of the application fees that it collects in electrical power plant siting, transmission line siting, and natural gas transmission pipeline siting cases. These fees are paid when DEP refers a case to DOAH, and if land use, certification, and other administrative hearings are held. The estimate of \$5,939 is based on current year revenue received.

**Line 31: Transfer from State Agency – Workers’ Compensation Appeals**

This estimate represents the transfer from the Department of Financial Services to DOAH to support the Workers’ Compensation Appeals – Judges of Compensation Claims Program. This transfer totals \$20,205,276 and covers the operating and nonoperating costs of this program, calculated as follows:

\$19,469,168	Operating budget
+ 736,108	Nonoperating general management and administrative assessment
\$20,205,276	Total estimated transfer from the Department of Financial Services
=====	

**Line 32: Sale of Goods and Services to State Agencies – Adjudication of Disputes**

The estimate of \$430 represents revenue from: (1) the Florida Legislature for contract (claim bill) cases filed pursuant to Senate Rule 4.81; (2) other state agencies for contract cases filed pursuant to Chapter 120, Florida Statutes; and (3) various state agencies for copies of documents provided by DOAH. This amount is based on average collections from the prior five fiscal years because caseload and billable hours are projected to remain relatively constant in FY 2021-22.

**Line 33: Sale of Services - Outside State - Adjudication of Disputes**

The estimate of \$3,820 represents revenue from nonstate entities for the preparation of records on appeal. This amount is based on average collections from the prior five fiscal years.

**Line 34: Sale of Services - Outside State - Workers' Compensation Appeals**

The estimate of \$18,000 represents revenue from nonstate entities for the preparation of records on appeal. This amount is based on average collections from the prior five fiscal years, adjusted for recent changes in the process of preparing records on appeal. The collections are expected to decrease 70% from FY 2020-21 because transcription services have been privatized.

**Line 36: Refunds - Workers' Compensation Appeals**

The amount of refunds varies from year to year and cannot be predicted; thus, refunds are not carried forward to subsequent fiscal years.

**Line 37: Tenant Broker Commission – Workers' Compensation Appeals**

The tenant broker commission totaling \$26,311 was received in FY 2020-21, however, the amount cannot be predicted for FY 2021-22, therefore these funds were not carried forward to subsequent fiscal years.

**Line 38: Reimbursements – Adjudication of Disputes**

The estimate of \$531,102 represents revenue from nonstate entities for Administrative Law Judge services, travel, video conferencing and copies of records to be made to the Adjudication of Disputes Program. This amount is based on the average collections over the past five fiscal years, prior to the COVID-19 pandemic, collections during the first quarter of FY 2021-22 and an expected \$25,000 from the Florida Birth-Related Neurological Injury Compensation Association.

**Line 39: Reimbursements – Workers' Compensation Appeals**

The estimate of \$857 represents reimbursements to be made to the Workers' Compensation Appeals Program. This amount is based on average collections from the prior five fiscal years.

**Line 40: Fees – Adjudication of Disputes**

Fees collected by the Adjudication of Disputes program include fees related to the Neurological Injury Compensation Act (\$15 per case) and the Florida Construction Materials Mining Activities Administrative Recovery Act (a person may initiate an administrative proceedings to recover damages resulting from the use of explosives in connection with construction materials mining activities by filing a petition with DOAH on a form provided by the division and accompanied by a filing fee of \$100 within 180 days after the occurrence of the alleged damage). The estimate of \$740 is based on average collections from the prior five fiscal years.

**Line 41: Interest on Investments - Adjudication of Disputes**

In FY 2020-21, interest earnings totaling \$205,419 represent 1.0309% of the total funds invested that year. These earnings are prorated among DOAH's two programs using a formula based on funds available for investing, as well as actual investments made. \$20,630,000 was invested in FY 2021-22; it is estimated that will earn \$212,689 or 1.0309%. This program's share of these earnings is estimated at \$63,019 and represents .3054% of the total funds invested.

**Line 42: Interest on Investments – Workers' Compensation Appeals**

In FY 2020-21, interest earnings totaling \$205,419 represent 1.0309% of the total funds invested that year. These earnings are prorated among DOAH's two programs using a formula based on funds available for investing, as well as actual investments made. \$20,630,000 was invested in FY 2021-22; it is estimated that will earn \$212,689 or 1.0309%. This program's share of these earnings is estimated at \$149,670 and represents .7254% of the total funds invested.

**COLUMN A03: AGENCY REQUEST – FY 2022-23**

**Lines 1 – 29: Transfers from State Agencies – Adjudication of Disputes**

These revenues represent transfers from state agencies to the Division of Administrative Hearings to support the Adjudication of Disputes Program. The Division’s budget, as adjusted below, is prorated among these agencies based on the number of cases filed FY 2020-21. The total amount prorated among the agencies is \$7,830,619 and is calculated as follows:

\$9,139,497	Total FY 2022-23 Legislative Budget Request
( 536,092)	Less: Estimated Revenue from Fees, Nonstate, State Contract Entities & NICA
( 766,786)	Less: Estimated Cost For Providing General Management and Administrative Services to the Workers’ Compensation Appeals Program
( 6,000)	Less: Estimated Revenue from Application Fees for Cases Filed Pursuant to Chapter 403, Florida Statutes
\$7,830,619	Total Amount Prorated Among State Agencies

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**Line 30: Transfers of Application Fees from the Department of Environmental Protection for Cases Filed Pursuant to Chapter 403, Florida Statutes - Adjudication of Disputes**

Pursuant to Chapter 403, Florida Statutes, the Department of Environmental Protection (DEP) transfers to DOAH a portion of the application fees that it collects in electrical power plant siting, transmission line siting, and natural gas transmission pipeline siting cases. These fees are paid when DEP refers a case to DOAH, and if land use, certification, and other administrative hearings are held. The estimate of \$6,000 was based on the prior fiscal year’s revenue.

**Line 31: Transfer from State Agency – Workers’ Compensation Appeals**

This estimate represents the transfer from the Department of Financial Services to DOAH to support the Workers’ Compensation Appeals – Judges of Compensation Claims Program. This transfer totals \$20,826,721 and covers the operating costs of this program, as well as the nonoperating general management and administrative assessment paid to the Adjudication of Disputes Program. It is calculated as follows:

\$20,059,935	Operating budget
+ 766,786	Nonoperating general management and administrative assessment
\$20,826,721	Total estimated transfer from the Department of Financial Services

=====

**Line 32: Sale of Goods and Services to State Agencies – Adjudication of Disputes**

The estimate of \$430 represents revenue from: (1) the Florida Legislature for contract (claim bill) cases filed pursuant to Senate Rule 4.81; (2) other state agencies for contract cases filed pursuant to Chapter 120, Florida Statutes; and (3) various state agencies for copies of documents provided by DOAH. This amount is based on average collections from the prior four fiscal years because caseload and billable hours are projected to remain relatively constant in FY 2022-23.

**Line 33: Sale of Services - Outside State - Adjudication of Disputes**

The estimate of \$3,820 represents revenue from nonstate entities for the preparation of records on appeal. This amount is based on average collections from the prior five fiscal years.

**Line 34: Sale of Services - Outside State - Workers' Compensation Appeals**

The estimate of \$4,000 represents revenue from nonstate entities for the preparation of records on appeal. This amount is based on average collections from the prior five fiscal years, adjusted for recent changes in the process of preparing records on appeal. The collections are expected to decrease 93% from FY 2020-21.

**Line 36: Refunds - Workers' Compensation Appeals**

The amount of refunds varies from year to year and cannot be predicted; thus, refunds are not carried forward to subsequent fiscal years.

**Line 37: Tenant Broker Commission – Workers' Compensation Appeals**

Tenant broker commissions are nonrecurring and thus were not carried forward.

**Line 38: Reimbursements – Adjudication of Disputes**

The estimate of \$531,102 represents revenue from nonstate entities for Administrative Law Judge services, travel, video conferencing and copies of records to be made to the Adjudication of Disputes Program. This amount is based on the average collections over the past five fiscal years, prior to the COVID-19 pandemic, collections during the first quarter of FY 2021-22 and an expected \$25,000 from the Florida Birth-Related Neurological Injury Compensation Association.

**Line 39: Reimbursements – Workers' Compensation Appeals**

The estimate of \$857 represents reimbursements to be made to the Workers' Compensation Appeals Program. This amount is based on average collections from the prior five fiscal years.

**Line 40: Fees – Adjudication of Disputes**

Fees collected by the Adjudication of Disputes program include fees related to the Neurological Injury Compensation Act (\$15 per case) and the Florida Construction Materials Mining Activities Administrative Recovery Act (a person may initiate an administrative proceedings to recover damages resulting from the use of explosives in connection with construction materials mining activities by filing a petition with DOAH on a form provided by the division and accompanied by a filing fee of \$100 within 180 days after the occurrence of the alleged damage). The estimate of \$740 is based on average collections from the prior five fiscal years.

**Line 41: Interest on Investments - Adjudication of Disputes**

In FY 2020-21, interest earnings totaling \$205,419 represent 1.0309% of the total funds invested that year. These earnings are prorated among DOAH's two programs using a formula based on funds available for investing, as well as actual investments made. Using this formula, it is estimated that \$21,624,727 will be invested in FY 2022-23, earning \$222,944 or 1.0309%. This program's share of these earnings is estimated at \$64,159 and represents .2966% of the total funds invested.

**Line 42: Interest on Investments – Workers' Compensation Appeals**

In FY 2020-21, interest earnings totaling \$205,419 represent 1.0309% of the total funds invested that year. These earnings are prorated among DOAH's two programs using a formula based on funds available for investing, as well as actual investments made. Using this formula, it is estimated

that \$21,624,727 will be invested in FY 2022-23, earning \$222,944 or 1.0309%. This program's share of these earnings is estimated at \$158,785 and represents .7342% of the total funds invested.

**CASES FILED REPORT**  
**FY 2020-2021**  
For the Period 7/1/2020 through 6/30/2021

AGENCY/CASES FILED JULY 1, 2020 - June 30, 2021	FY 2020-21 CASES FILED June 30, 2021	PROPOSED FY 2022-23 TRANSFER AMOUNT	FY 2021-22 TRANSFER	CHANGE FROM FY 2021-22
Agency for Health Care Admin	111	\$296,966	\$363,790	(\$66,824)
Agency for Persons with Disabilities	18	\$48,157	\$41,884	\$6,273
Agriculture	25	\$66,884	\$11,967	\$54,917
Business & Prof Reg	50	\$133,769	\$192,067	(\$58,298)
Children & Families	69	\$184,601	\$291,391	(\$106,790)
- Baker Act Hearings	1,291	\$500,000	\$0	\$500,000
Corrections	1	\$2,675	\$2,992	(\$317)
Economic Opportunity	22	\$58,858	\$79,579	(\$20,721)
Education	103	\$275,564	\$260,876	\$14,688
Elections Commission	1	\$2,675	\$9,573	(\$6,898)
Environmental Protection	46	\$123,067	\$262,671	(\$139,604)
Ethics	25	\$66,884	\$59,834	\$7,050
Financial Services	59	\$157,847	\$146,594	\$11,253
- OFR	2	\$5,351	\$9,573	(\$4,222)
- OIR	1	\$2,675	\$0	\$2,675
Fish & Wildlife	18	\$48,157	\$57,441	(\$9,284)
Governor (DEM, FLWAC)	2	\$5,351	\$0	\$5,351
Health	132	\$353,149	\$246,516	\$106,633
Highway Safety & Motor Veh	26	\$69,560	\$22,139	\$47,421
Juvenile Justice	1	\$2,675	\$7,778	(\$5,103)
Law Enforcement	2	\$5,351	\$59,834	(\$54,483)
Mgmt Svcs General/Admin	7	\$18,728	\$56,244	(\$37,516)
- Comm on Human Relations	181	\$484,243	\$530,129	(\$45,886)
- State Group Insurance	7	\$18,728	\$29,917	(\$11,189)
- Retirement	8	\$21,403	\$87,357	(\$65,954)
Public Service Commission	0	\$0	\$40,687	(\$40,687)
DOR	15	\$40,131	\$49,064	(\$8,933)
- Child Support	2,051	\$4,780,988	\$4,814,839	(\$33,851)
State	1	\$2,675	\$0	\$2,675
Transportation	19	\$50,832	\$105,308	(\$54,476)
Veterans' Affairs	1	\$2,675	\$0	\$2,675
<b>TOTAL CASES FILED</b>	<b>4,295</b>	<b>\$7,830,619</b>	<b>\$7,840,044</b>	<b>(\$9,425)</b>

NOTE: Cases filed in contract, NICA and other miscellaneous cases are not included.

Prior to prorating among state agencies, DOAH's Adjudication of Disputes program FY 2022-23 Legislative Budget Request totalling \$9,139,497 was adjusted to reflect estimated revenue of \$536,092 from contract entities & NICA, payment of \$766,786 from the Workers' Compensation Appeals Program for administrative services costs to both budget entities, and estimated revenue of \$6,000 from cases filed pursuant to Chapter 403, Florida Statutes.

SCHEDULE I  
TRUST FUNDS AVAILABLE

SUPPORTING NARRATIVE  
FIVE PERCENT TRUST FUND RESERVE AND  
YEAR-END TRUST FUND BALANCE

The following five percent trust fund reserve calculation is based on the "General Policy Guidelines for Reserving 5 Percent of State Trust Funds" contained in the FY 2022-23 Legislative Budget Request instructions:

Total Revenues for Fiscal Year 2021-22:	\$28,818,897
Less Assessments from State Agencies for Administrative Law Judge Services	(7,840,044)
Less Assessments from Outside Entities for Administrative Law Judge Services	( 535,662)
Less Operating Transfer to Department of Financial Services for Risk Management Insurance	( 70,307)
Less Operating Transfer to Department of Management Services for Human Resources Services Contract	( 74,847)
Less Nonoperating Transfer to Department of Management Services for Video Teleconferencing Hearings	( 145,000)
Less Nonoperating Assessments on Investments	( 14,067)
Less Nonoperating Service Charge to General Revenue	<u>( 18,820)</u>
 Total Revenue Subject to 5% Reserve Calculation	 <u>\$20,113,781</u>
 Multiplied by 5%	 <u>X .05</u>
 Total 5% Reserve for Operating Trust Fund	 <u>\$ 1,005,689</u>

Pursuant to the guidelines, the Adjudication of Disputes program is exempt from the requirement that it set aside a five percent reserve because it is supported by assessments from other state agencies and entities for the provision of administrative law judge services. Therefore, the total reserve of \$1,005,689 is applied to the Workers' Compensation Appeals program.

This reserve of \$1,005,689 will reduce the June 30, 2023 available cash balance to \$308,287 for the Workers' Compensation Appeals program. Barring any unforeseen extraordinary emergencies that may arise in FY 2022-23, this balance should be sufficient to support any interim budget amendments that may be necessary that year, especially considering that the Schedule I also includes other nonoperating reserves for this program.

The year-end balance of the Division's Trust Fund does not exceed 50 percent of appropriations in FY 2020-21, FY 2021-22, or FY 2022-23.

**Executive Office of the Governor  
Inter-Agency Transfers Reported on Schedule I  
Agency Name Division of Administrative Hearings**

List all transfers totaling \$100,000 or more. Provide the applicable agency name and fund number, the categories used for both the transfer in and the transfer out, and the amount of the transfer for each of the fiscal years indicated, as well as the name of the person at the other agency who confirmed the amount of the transfer and the date of the confirmation. If transferred in/out to the General Revenue Fund, do not include on this form; however, on Schedule I be sure to include "To GR" or "From GR" in the description field.

**Fund Name and Number :** \_\_\_\_\_

<b>Transfers In</b> <b>(Provide Agency and Fund Number Received From)</b>	<b>Transfer In Revenue Category</b>	<b>Amount FY 20-21 (A01)</b>	<b>Amount FY 21-22 (A02)</b>	<b>Amount FY 22-23 (A03)</b>	<b>Transfer Out Expenditure Category</b>	<b>Confirmed By/Date</b>
Department of Financial Services 430000-20-2-795003	001500	19,714,010.00	20,205,276.00	20,826,721.00	181117	Sarah Goodman 9/15/2021
<b>Transfers Out (Operating and Non-Operating)</b> <b>(Provide Agency and Fund Number Transferred To)</b>	<b>Transfer Out Expenditure Category</b>				<b>Transfer In Revenue Category</b>	<b>Confirmed By/Date</b>
Department of Financial Services 430000-20-2-795003	180600	411,186.00	640,653.00		001500	Sarah Goodman 9/14/2021



# SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Budget Period: 2022 - 2023

<b>Department Title:</b>	DMS/Division of Administrative Hearings
<b>Trust Fund Title:</b>	Operating Trust Fund
<b>Budget Entity:</b>	Adjudication of Disputes and Workers' Compensation Appeals
<b>LAS/PBS Fund Number:</b>	2510

	Balance as of 6/30/2021		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	\$790,173.53	(A)		\$790,173.53
ADD: Other Cash (See Instructions)	(\$15.00)	(B)		(\$15.00)
ADD: Investments	\$4,018,964.60	(C)		\$4,018,964.60
ADD: Outstanding Accounts Receivable	\$12,884.36	(D)	\$0.00	\$12,884.36
ADD:	\$0.00	(E)		\$0.00
<b>Total Cash plus Accounts Receivable</b>	\$4,822,007.49	(F)	\$0.00	\$4,822,007.49
LESS: Allowances for Uncollectibles	\$0.00	(G)		\$0.00
LESS: Approved "A" Certified Forwards	(\$449,485.94)	(H)	\$40,000.00	(\$409,485.94)
Approved "B" Certified Forwards	(\$301,833.45)	(H)		(\$301,833.45)
Approved "FCO" Certified Forwards	\$0.00	(H)		\$0.00
LESS: Other Accounts Payable (Nonoperating)	(\$6,888.71)	(I)		(\$6,888.71)
LESS:	\$0.00	(J)		\$0.00
<b>Unreserved Fund Balance, 07/01/21</b>	\$4,063,799.39	(K)	\$40,000.00	\$4,103,799.39

**Notes:**

\*SWFS = Statewide Financial Statement

\*\* This amount should agree with Line I, Section IV of the Schedule I for the most recent completed fiscal year and Line A for the following year.

**RECONCILIATION: BEGINNING TRIAL BALANCE TO SCHEDULE I and IC**

<b>Budget Period:</b>	<b>2022 - 2023</b>
<b>Department Title:</b>	<u>DMS/Division of Administrative Hearings</u>
<b>Trust Fund Title:</b>	<u>Operating Trust Fund</u>
<b>LAS/PBS Fund Number:</b>	<u>2510</u>

**BEGINNING TRIAL BALANCE:**

<b>Total Fund Balance Per FLAIR Trial Balance, 07/01/21</b>	
Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	<input type="text" value="(4,379,052.91)"/> (A)
<b>Subtract Nonspendable Fund Balance (GLC 56XXX)</b>	<input type="text" value="0.00"/> (B)
<b>Add/Subtract Statewide Financial Statement (SWFS) Adjustments :</b>	
SWFS Adjustment # and Description	<input type="text" value="0.00"/> (C)
SWFS Adjustment # and Description	<input type="text" value="0.00"/> (C)
<b>Add/Subtract Other Adjustment(s):</b>	
Approved "B" Carry Forward (Encumbrances) per LAS/PBS	<input type="text" value="301,833.45"/> (D)
Approved "C" Carry Forward Total (FCO) per LAS/PBS	<input type="text" value="0.00"/> (D)
A/P not C/F-Operating Categories	<input type="text" value="(7,543.30)"/> (D)
Current Compensated Absences Liability	<input type="text" value="(19,036.63)"/> (D)
Non-C/F Accounts Payable	<input type="text" value="0.00"/> (D)
	<input type="text" value="0.00"/> (D)
<b>ADJUSTED BEGINNING TRIAL BALANCE:</b>	<input type="text" value="(4,103,799.39)"/> (E)
<b>UNRESERVED FUND BALANCE, SCHEDULE IC (Line I)</b>	<input type="text" value="4,103,799.39"/> (F)
<b>DIFFERENCE:</b>	<input type="text" value="0.00"/> (G)*

**\*SHOULD EQUAL ZERO.**