

COL A10		
SCH VIIIIB-2		
RED FY23-24		
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 OTHER PERSONAL SERVICES		
(OPS) APPROPRIATION		33V0100
OTHER PERSONAL SERVICES		030000
ADMINISTRATIVE TRUST FUND -STATE	200,000-	2021 1
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AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 23-24 NARRATIVE:  
 PRIORITY #30

IT COMPONENT? NO

The Department of Business and Professional Regulation, Office of the General Counsel (division) proposes a reduction of \$200,000 in the Other Personal Services (OPS) category.

The Office of the General Counsel utilizes OPS appropriation for part time employees (paralegal specialists) and legal fees/services (outside legal counsel). The part time employees consist of student law clerks who are able to provide legal services at a lower cost. If OGC loses funding to pay these student law clerks, the resulting increased work load for its attorneys would not be sustainable and would then require additional funding to hire additional FTE attorneys. Cutting any part of the OPS funding related to legal services could hamper the OGC's ability to secure and provide quality legal representation to the department in high profile cases, mediation and/or settlement agreements.

The loss of OPS budget appropriation would significantly impact the General Counsel's ability to timely and adequately serve our licensees, the citizens of Florida and the divisions which it supports/represents.

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REDUCE CONTRACTED SERVICES		
APPROPRIATION		33V0110
SPECIAL CATEGORIES		100000
CONTRACTED SERVICES		100777
ADMINISTRATIVE TRUST FUND -STATE	15,000-	2021 1
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 COL A10  
 SCH VIIIB-2  
 RED FY23-24  
 POS AMOUNT CODES  
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BUSINESS/PROFESSIONAL REG 79000000  
 PGM: OFFICE/SEC & ADMIN 79010000  
EXECUTIVE DIR/SUPPORT SVCS 79010200  
 GOV OPERATIONS/SUPPORT 16  
EXEC LEADERSHIP/SUPPRT SVC 1602.00.00.00  
 PROGRAM REDUCTIONS 33V0000  
 REDUCE LEASE OR LEASE-PURCHASE OF  
 EQUIPMENT APPROPRIATION 33V0120  
 SPECIAL CATEGORIES 100000  
 LEASE/PURCHASE/EQUIPMENT 105281

ADMINISTRATIVE TRUST FUND -STATE 8,000- 2021 1  
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AGENCY ISSUE NARRATIVE:  
 SCH VIIIB-2 NARR 23-24 NARRATIVE: IT COMPONENT? NO  
 PRIORITY #9

The Department of Business and Professional Regulation, Office of the Secretary proposes a reduction of \$8,000 in the Lease or Lease Purchase of Equipment category. The Lease or Lease Purchase of Equipment appropriation category is used to pay for the leasing of copiers. Reduction is based on prior year reversion history and will have minimal impact on operations.

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REDUCE STAFF IN THE DIVISION OF  
 ADMINISTRATION AND FINANCIAL  
 MANAGEMENT'S BUREAU OF HUMAN  
 RESOURCES 33V1560  
 SALARY RATE 000000

SALARY RATE..... 76,153-  
 =====

SALARIES AND BENEFITS 010000

ADMINISTRATIVE TRUST FUND -STATE 2.00- 122,441- 2021 1  
 =====

TOTAL: REDUCE STAFF IN THE DIVISION OF  
 ADMINISTRATION AND FINANCIAL  
 MANAGEMENT'S BUREAU OF HUMAN  
 RESOURCES 33V1560

TOTAL POSITIONS..... 2.00-  
 TOTAL ISSUE..... 122,441-  
 TOTAL SALARY RATE..... 76,153-  
 =====

COL A10 SCH VIIIIB-2 RED FY23-24 POS AMOUNT	CODES
BUSINESS/PROFESSIONAL REG	79000000
PGM: OFFICE/SEC & ADMIN	79010000
<u>EXECUTIVE DIR/SUPPORT SVCS</u>	79010200
GOV OPERATIONS/SUPPORT	16
<u>EXEC LEADERSHIP/SUPPRT SVC</u>	<u>1602.00.00.00</u>
PROGRAM REDUCTIONS	33V0000
REDUCE STAFF IN THE DIVISION OF ADMINISTRATION AND FINANCIAL MANAGEMENT'S BUREAU OF HUMAN RESOURCES	33V1560

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AGENCY ISSUE NARRATIVE:  
 SCH VIIIIB-2 NARR 23-24 NARRATIVE:  
 PRIORITY #46

IT COMPONENT? NO

The Department of Business and Professional Regulation (Department), proposes a reduction of two (2) positions, 76,153 of salary rate, and \$122,441 of budget authority in the Division of Administration's Bureau of Human Resources.

The proposed positions include one (1) Human Resource Specialist - SES and one (1) Personnel Technician III/CBJA - SES.

The Human Resource Specialist - SES is a highly specialized position whose duties include processing Americans with Disabilities Act (ADA) accommodation requests, Worker's Compensation claims, and Family and Medical Leave Act (FMLA) and other leave requests. The Personnel Technician III/CBJA - SES position performs leave audits and assists with organization management issues.

The elimination of these positions would result in a reduced ability to provide services, some of which are time sensitive, to the Department's employees and management. Duties assigned to these positions would have to be reassigned to the remaining staff and would place a larger workload on management.

The budget allocated to the Bureau of Human Resources is primarily allotted into two categories: Salaries and Benefits and Expenses. The majority of the Expenses budget is used for rent and telephone expenses, with the remaining going to office supplies, copying, and small miscellaneous expense items. 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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COL A10 SCH VIIIB-2 RED FY23-24 POS AMOUNT	CODES
BUSINESS/PROFESSIONAL REG	79000000
PGM: OFFICE/SEC & ADMIN	79010000
EXECUTIVE DIR/SUPPORT SVCS	79010200
GOV OPERATIONS/SUPPORT	16
EXEC LEADERSHIP/SUPPRT SVC	1602.00.00.00
PROGRAM REDUCTIONS	33V0000
REDUCE STAFF IN THE DIVISION OF ADMINISTRATION AND FINANCIAL MANAGEMENT'S BUREAU OF HUMAN RESOURCES	33V1560

POSITION DETAIL OF SALARIES AND BENEFITS:

	FTE	BASE RATE	ADDITIVES	BENEFITS	SUBTOTAL	LAPSE %	LAPSED SALARIES AND BENEFITS
A10 - SCH VIIIB-2 RED FY23-24							
CHANGES TO CURRENTLY AUTHORIZED POSITIONS							
0169 PERSONNEL TECHNICIAN III/CBJA -SES							
R1110 001	1.00-	32,781-		22,106-	54,887-	0.00	54,887-
0180 HUMAN RESOURCE SPECIALIST/LR-SES							
R1109 001	1.00-	43,372-		24,182-	67,554-	0.00	67,554-
TOTALS FOR ISSUE BY FUND							
2021 ADMINISTRATIVE TRUST FUND							122,441-
	2.00-	76,153-		46,288-	122,441-		122,441-

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REDUCE STAFF IN THE OFFICE OF LEGISLATIVE AFFAIRS							33V1700
SALARY RATE							000000
SALARY RATE.....		37,573-					
		=====					
SALARIES AND BENEFITS							010000
1.00-							
ADMINISTRATIVE TRUST FUND -STATE		60,618-					2021 1
		=====					
TOTAL: REDUCE STAFF IN THE OFFICE OF LEGISLATIVE AFFAIRS							33V1700
TOTAL POSITIONS.....	1.00-						
TOTAL ISSUE.....		60,618-					
TOTAL SALARY RATE.....		37,573-					
		=====					

COL A10		
SCH VIIIIB-2		
RED FY23-24		
POS	AMOUNT	CODES
BUSINESS/PROFESSIONAL REG		79000000
PGM: OFFICE/SEC & ADMIN		79010000
<u>EXECUTIVE DIR/SUPPORT SVCS</u>		79010200
GOV OPERATIONS/SUPPORT		16
<u>EXEC LEADERSHIP/SUPPRT SVC</u>		<u>1602.00.00.00</u>
PROGRAM REDUCTIONS		33V0000
REDUCE STAFF IN THE OFFICE OF		
LEGISLATIVE AFFAIRS		33V1700

AGENCY ISSUE NARRATIVE:  
SCH VIIIIB-2 NARR 23-24 NARRATIVE:  
PRIORITY #44

IT COMPONENT? NO

The Department of Business and Professional Regulation (Department), Office of Legislative Affairs proposes a reduction of one (1) Legislative Coordinator position, 37,573 of Salary Rate and \$60,618 of 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 stakeholders as requested.

This reduction will have a significant 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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COL A10 SCH VIIIIB-2 RED FY23-24 POS AMOUNT	CODES
BUSINESS/PROFESSIONAL REG	79000000
PGM: OFFICE/SEC & ADMIN	79010000
EXECUTIVE DIR/SUPPORT SVCS	79010200
GOV OPERATIONS/SUPPORT	16
EXEC LEADERSHIP/SUPPRT SVC	1602.00.00.00
PROGRAM REDUCTIONS	33V0000
REDUCE STAFF IN THE OFFICE OF LEGISLATIVE AFFAIRS	33V1700

POSITION DETAIL OF SALARIES AND BENEFITS:

	FTE	BASE RATE	ADDITIVES	BENEFITS	SUBTOTAL	LAPSE %	LAPSED SALARIES AND BENEFITS
A10 - SCH VIIIIB-2 RED FY23-24							
CHANGES TO CURRENTLY AUTHORIZED POSITIONS							
7885 LEGISLATIVE COORDINATOR-DBPR R1106 001	1.00-	37,573-		23,045-	60,618-	0.00	60,618-
TOTALS FOR ISSUE BY FUND							
2021 ADMINISTRATIVE TRUST FUND							60,618-
	1.00-	37,573-		23,045-	60,618-		60,618-

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REDUCE STAFF IN THE OFFICE OF COMMUNICATIONS							33V1710
SALARY RATE							000000
SALARY RATE.....	31,320-						
SALARIES AND BENEFITS							010000
ADMINISTRATIVE TRUST FUND -STATE	1.00-	51,976-					2021 1
TOTAL: REDUCE STAFF IN THE OFFICE OF COMMUNICATIONS							33V1710
TOTAL POSITIONS.....	1.00-						
TOTAL ISSUE.....		51,976-					
TOTAL SALARY RATE.....	31,320-						

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 COL A10  
 SCH VIIIIB-2  
 RED FY23-24  
 POS AMOUNT CODES  
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BUSINESS/PROFESSIONAL REG 79000000  
 PGM: OFFICE/SEC & ADMIN 79010000  
EXECUTIVE DIR/SUPPORT SVCS 79010200  
 GOV OPERATIONS/SUPPORT 16  
EXEC LEADERSHIP/SUPPRT SVC 1602.00.00.00  
 PROGRAM REDUCTIONS 33V0000  
 REDUCE STAFF IN THE OFFICE OF  
 COMMUNICATIONS 33V1710

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AGENCY ISSUE NARRATIVE:  
 SCH VIIIIB-2 NARR 23-24 NARRATIVE: IT COMPONENT? NO  
 PRIORITY #43

The Department of Business and Professional Regulation, Office of Communications proposes a reduction of one (1) position, 31,320 of salary rate, and \$51,976 of budget authority.

Currently there are four (4) positions in the Communications Office - the Director, and three (3) Information Specialist IIIs. This reduction will eliminate one Information Specialist III position that handles the bulk of public-records requests coming in from the media and the Unlicensed Activities program communications. This will have a significant 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 RED FY23-24							
CHANGES TO CURRENTLY AUTHORIZED POSITIONS							
3736 INFORMATION SPECIALIST III							
R1105 001	1.00-	31,320-		20,656-	51,976-	0.00	51,976-
-----							
TOTALS FOR ISSUE BY FUND							
2021 ADMINISTRATIVE TRUST FUND							51,976-
	1.00-	31,320-		20,656-	51,976-		51,976-
	=====	=====	=====	=====	=====		=====

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COL A10		
SCH VIIIB-2		
RED FY23-24		
POS	AMOUNT	CODES
BUSINESS/PROFESSIONAL REG		79000000
PGM: OFFICE/SEC & ADMIN		79010000
<u>EXECUTIVE DIR/SUPPORT SVCS</u>		79010200
GOV OPERATIONS/SUPPORT		16
<u>EXEC LEADERSHIP/SUPPRT SVC</u>		<u>1602.00.00.00</u>
PROGRAM REDUCTIONS		33V0000
REDUCE STAFF IN THE OFFICE OF THE		
INSPECTOR GENERAL		33V1720
SALARY RATE		000000
SALARY RATE.....	90,378-	
	=====	
SALARIES AND BENEFITS		010000
	2.00-	
ADMINISTRATIVE TRUST FUND -STATE	145,776-	2021 1
	=====	
TOTAL: REDUCE STAFF IN THE OFFICE OF THE		33V1720
INSPECTOR GENERAL		
TOTAL POSITIONS.....	2.00-	
TOTAL ISSUE.....	145,776-	
TOTAL SALARY RATE.....	90,378-	
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AGENCY ISSUE NARRATIVE:

SCH VIIIB-2 NARR 23-24 NARRATIVE: IT COMPONENT? NO  
 PRIORITY #45

The Department of Business and Professional Regulation (Department), Office of the Inspector General (OIG) proposes a reduction of two (2) positions, 90,379 of salary rate, and \$145,776 of 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.



COL A10		
SCH VIIIIB-2		
RED FY23-24		
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

This position is assigned full-time to carrying out the audit duties and responsibilities of the OIG. 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;

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 OIG in carrying out these statutory

COL A10		
SCH VIIIIB-2		
RED FY23-24		
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

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 OIG policies and procedures.

This position is assigned full-time to carrying out the internal investigation duties and responsibilities of the OIG. 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 OIG 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;

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 OIG;

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

COL A10 SCH VIIIIB-2 RED FY23-24 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 THE INSPECTOR GENERAL	33V1720

Benefits and Expenses. The majority of the Expenses budget is used for rent and telephone expenses, with the remaining going to office supplies, copying, and small miscellaneous expense items. Some expense items could be reduced; 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 RED FY23-24							
CHANGES TO CURRENTLY AUTHORIZED POSITIONS							
8522 LAW ENFORCEMENT LIEUTENANT							
R1108 001	1.00-	47,061-		31,227-	78,288-	0.00	78,288-
2239 MANAGEMENT REVIEW SPECIALIST - SES							
R1107 001	1.00-	43,317-		24,171-	67,488-	0.00	67,488-
-----							
TOTALS FOR ISSUE BY FUND							
2021 ADMINISTRATIVE TRUST FUND							145,776-
	2.00-	90,378-		55,398-	145,776-		145,776-
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REDUCE STAFF IN THE DIVISION OF ADMINISTRATION - DIRECTOR'S OFFICE	33V1750
SALARY RATE	000000
SALARY RATE..... 57,127-	
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COL A10		
SCH VIIIB-2		
RED FY23-24		
POS	AMOUNT	CODES
BUSINESS/PROFESSIONAL REG		79000000
PGM: OFFICE/SEC & ADMIN		79010000
<u>EXECUTIVE DIR/SUPPORT SVCS</u>		79010200
GOV OPERATIONS/SUPPORT		16
<u>EXEC LEADERSHIP/SUPPRT SVC</u>		<u>1602.00.00.00</u>
PROGRAM REDUCTIONS		33V0000
REDUCE STAFF IN THE DIVISION OF		
ADMINISTRATION - DIRECTOR'S OFFICE		33V1750
SALARIES AND BENEFITS		010000
	1.00-	
ADMINISTRATIVE TRUST FUND -STATE	78,028-	2021 1
	=====	
TOTAL: REDUCE STAFF IN THE DIVISION OF		33V1750
ADMINISTRATION - DIRECTOR'S OFFICE		
TOTAL POSITIONS.....	1.00-	
TOTAL ISSUE.....	78,028-	
TOTAL SALARY RATE.....	57,127-	
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AGENCY ISSUE NARRATIVE:

SCH VIIIB-2 NARR 23-24 NARRATIVE:  
 PRIORITY #42

IT COMPONENT? NO

The Department of Business and Professional Regulation (Department), Division of Administration (Division), Director's Office proposes a reduction of one (1) Senior Management Analyst II - SES position, 57,127 of salary rate, and \$78,028 of budget authority.

The Senior Management Analyst II - SES position is responsible for serving as the Agency's Policy Coordinator and as the Division's Public Records Liaison. Duties assigned to this position would have to be reassigned and would place a significant impact on the Division, including longer response times to public records requests.

The budget allocated to the Division of Administration is primarily allotted into two categories: Salaries and Benefits and Expenses. The majority of the Expenses budget is used for rent and telephone expenses, with the remaining going to office supplies, copying, and small miscellaneous expense items. The only way to achieve a significant reduction is to eliminate staff. The elimination of this position will have a significant impact on the operations of the Division of Administration' Director's Office.

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COL A10 SCH VIIIIB-2 RED FY23-24 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 DIVISION OF ADMINISTRATION - DIRECTOR'S OFFICE	33V1750

POSITION DETAIL OF SALARIES AND BENEFITS:

FTE	BASE RATE	ADDITIVES	BENEFITS	SUBTOTAL	LAPSE %	LAPSED SALARIES AND BENEFITS
A10 - SCH VIIIIB-2 RED FY23-24						
CHANGES TO CURRENTLY AUTHORIZED POSITIONS						
2225 SENIOR MANAGEMENT ANALYST II - SES R1104 001	1.00-	57,127-	20,901-	78,028-	0.00	78,028-
TOTALS FOR ISSUE BY FUND						78,028-
2021 ADMINISTRATIVE TRUST FUND	1.00-	57,127-	20,901-	78,028-		78,028-

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REDUCE STAFF IN FINANCE AND ACCOUNTING						33V1760
SALARY RATE						000000
SALARY RATE.....	62,640-					
=====						
SALARIES AND BENEFITS	2.00-					010000
ADMINISTRATIVE TRUST FUND -STATE	103,952-					2021 1
=====						
TOTAL: REDUCE STAFF IN FINANCE AND ACCOUNTING						33V1760
TOTAL POSITIONS.....	2.00-					
TOTAL ISSUE.....	103,952-					
TOTAL SALARY RATE.....	62,640-					
=====						

COL A10 SCH VIIIIB-2 RED FY23-24 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

AGENCY ISSUE NARRATIVE:  
 SCH VIIIIB-2 NARR 23-24 NARRATIVE:  
 PRIORITY #47

IT COMPONENT? NO

The Department of Business and Professional Regulation (Department), Division of Administration (Division), Bureau of Finance and Accounting proposes a reduction of two (2) Accountant II positions, 62,640 of salary rate, and \$103,952 of budget authority.

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 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 expenses budget is used for rent and telephone expenses with the remaining going to office supplies, copying and small miscellaneous expense items. Some expense items could be reduced by cutting back on office supplies and color copies; however, the only way to make a significant reduction is to eliminate staff. Elimination of these positions would have a significant impact on the operations of the Bureau of Finance and Accounting.

POSITION DETAIL OF SALARIES AND BENEFITS:

	FTE	BASE RATE	ADDITIVES	BENEFITS	SUBTOTAL	LAPSE %	LAPSED SALARIES AND BENEFITS
A10 - SCH VIIIIB-2 RED FY23-24							
CHANGES TO CURRENTLY AUTHORIZED POSITIONS							
1430 ACCOUNTANT II							
R1111 001	2.00-	62,640-		41,312-	103,952-	0.00	103,952-

COL A10 SCH VIIIIB-2 RED FY23-24		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 RED FY23-24							
CHANGES TO CURRENTLY AUTHORIZED POSITIONS							
TOTALS FOR ISSUE BY FUND							
2021 ADMINISTRATIVE TRUST FUND							103,952-
	2.00-	62,640-		41,312-	103,952-		103,952-

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REDUCE STAFF IN THE OFFICE OF PLANNING AND BUDGET							33V1770
SALARY RATE							000000
SALARY RATE.....	81,610-						
SALARIES AND BENEFITS							010000
ADMINISTRATIVE TRUST FUND -STATE	1.00-	124,721-					2021 1
TOTAL: REDUCE STAFF IN THE OFFICE OF PLANNING AND BUDGET							33V1770
TOTAL POSITIONS.....	1.00-						
TOTAL ISSUE.....		124,721-					
TOTAL SALARY RATE.....	81,610-						

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AGENCY ISSUE NARRATIVE:  
 SCH VIIIIB-2 NARR 23-24 NARRATIVE: IT COMPONENT? NO  
 PRIORITY #48

COL A10		
SCH VIIIIB-2		
RED FY23-24		
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), Office of Planning and Budget proposes a reduction of one (1) Senior Management Analyst II - SES position, 81,610 of salary rate, and \$124,721 of budget authority.

The duties and responsibilities of this position include coordinating the Department's Long Range Program Plan submission, being the point of contact and coordinator for Legislative Bill Analysis and being the budget liaison for the Division of Administration.

The elimination of this position would have a significant workload impact and affect the overall efficiency of the office. The duties and responsibilities would be reassigned and would place a larger burden on the remaining budget staff. Staff would be required to work a greater number of additional hours in order to meet assigned deadlines and during peak periods such as the Legislative Session and the submission of the Department's Legislative Budget Request.

The budget allocated to the Office of Planning and Budget is primarily allotted into two categories: Salaries and Benefits and Expenses. The majority of the Expenses budget is used for rent and telephone expenses, with the remaining going to office supplies, copying, and small miscellaneous expense items. Some expense items could be reduced by cutting back on office supplies and color copies; however, the only way to make a significant reduction is to eliminate staff. Elimination of this position would create a significant workload issue on 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 RED FY23-24							
CHANGES TO CURRENTLY AUTHORIZED POSITIONS							
2225 SENIOR MANAGEMENT ANALYST II - SES							
R1112 001	1.00-	81,610-		43,111-	124,721-	0.00	124,721-



COL A10 SCH VIIIIB-2 RED FY23-24 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

POSITION DETAIL OF SALARIES AND BENEFITS:

FTE	BASE RATE	ADDITIVES	BENEFITS	SUBTOTAL	LAPSE %	LAPSED SALARIES AND BENEFITS
A10 - SCH VIIIIB-2 RED FY23-24						
CHANGES TO CURRENTLY AUTHORIZED POSITIONS						
TOTALS FOR ISSUE BY FUND						
2021 ADMINISTRATIVE TRUST FUND						124,721-
1.00-	81,610-		43,111-	124,721-		124,721-

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REDUCE STAFF IN THE DIVISION OF ADMINISTRATION'S BUREAU OF AGENCY SERVICES		33V1790 000000
SALARY RATE		
SALARY RATE..... 118,240-	=====	
SALARIES AND BENEFITS		010000
3.00-		
ADMINISTRATIVE TRUST FUND -STATE 183,326-	=====	2021 1
TOTAL: REDUCE STAFF IN THE DIVISION OF ADMINISTRATION'S BUREAU OF AGENCY SERVICES		33V1790
TOTAL POSITIONS..... 3.00-		
TOTAL ISSUE..... 183,326-		
TOTAL SALARY RATE..... 118,240-	=====	

COL A10		
SCH VIIIB-2		
RED FY23-24		
POS	AMOUNT	CODES
BUSINESS/PROFESSIONAL REG		79000000
PGM: OFFICE/SEC & ADMIN		79010000
<u>EXECUTIVE DIR/SUPPORT SVCS</u>		79010200
GOV OPERATIONS/SUPPORT		16
<u>EXEC LEADERSHIP/SUPPRT SVC</u>		<u>1602.00.00.00</u>
PROGRAM REDUCTIONS		33V0000
REDUCE STAFF IN THE DIVISION OF		
ADMINISTRATION'S BUREAU OF AGENCY		
SERVICES		33V1790

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AGENCY ISSUE NARRATIVE:

SCH VIIIB-2 NARR 23-24 NARRATIVE: IT COMPONENT? NO  
 PRIORITY #41

The Department of Business and Professional Regulation (Department), Division of Administration, Bureau of Agency Services proposes the reduction of three (2) positions, 118,240 of salary rate, and \$122,441 of budget authority.

This reduction will eliminate one (1) Records Technician, one (1) General Services Specialist, and one (1) Office Operations Manager I - SES.

The Records Technician position duties include:

Preparing and organizing documents and files for scanning in accordance with current processes, policies and procedures;

Assisting with and maintaining an inventory system in the transfer of agency records to the State Records Storage Facility in accordance with established policies and procedures;

Reviewing retention schedules, Notices of intent to Destroy Scheduled Records (Form DS RM 107) to determine eligibility for destruction of stored records and destroying eligible records in accordance with current processes, policies and procedures; and

Maintaining and performing preventive maintenance inspections on all scanning units, duplicating equipment, and microfilm readers; and Input of Legal cases and documentation into an OnBase system for the Office of the General Counsel.

If this position is eliminated, this would cause delay in scanning of documents, leading to a delay of availability to view in the database. It would additionally require the Office of General Counsel to return to inputting their documents into the database.

The General Services Specialist position is responsible for facilitation and management of all state-owned and private facility leases for the Department. Duties include:

Analyze and prepare budget reports for the Office of Planning and Budgeting for allocation of rent;

Ensure all guidelines are met and statutorily required reports are submitted to DMS in accordance with

COL A10		
SCH VIIIIB-2		
RED FY23-24		
POS	AMOUNT	CODES
BUSINESS/PROFESSIONAL REG		79000000
PGM: OFFICE/SEC & ADMIN		79010000
<u>EXECUTIVE DIR/SUPPORT SVCS</u>		79010200
GOV OPERATIONS/SUPPORT		16
<u>EXEC LEADERSHIP/SUPPRT SVC</u>		<u>1602.00.00.00</u>
PROGRAM REDUCTIONS		33V0000
REDUCE STAFF IN THE DIVISION OF		
ADMINISTRATION'S BUREAU OF AGENCY		
SERVICES		33V1790

established policies and procedures;

Prepare all leasing documentation and maintains accurate and comprehensive lease files; and

Maintains contact with DMS and private lease facility managers.

If this position is eliminated, the work will have to be distributed between other employees within Agency Services.

The Office Operations Manager I - SES serves as the supervisor of the Records Unit and provides documents for public records requests and ensures all documents are maintained in accordance with retention schedules. The elimination of this position would significantly impact the delivery and quality of services to employees and managers and would require that another manager take on a significant number of additional employees as well as another specialized functional unit.

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 Expenses budget is used for rent and telephone expenses with the remaining going to office supplies, copying and small miscellaneous expense items. Some expense items could be reduced by cutting back on office supplies and 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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POSITION DETAIL OF SALARIES AND BENEFITS:

	FTE	BASE RATE	ADDITIVES	BENEFITS	SUBTOTAL	LAPSE %	LAPSED SALARIES AND BENEFITS
A10 - SCH VIIIIB-2 RED FY23-24							
CHANGES TO CURRENTLY AUTHORIZED POSITIONS							
0045 RECORDS TECHNICIAN							
R1103 001	1.00-	31,320-		15,331-	46,651-	0.00	46,651-
0839 GENERAL SERVICES SPECIALIST							
R1101 001	1.00-	39,472-		27,577-	67,049-	0.00	67,049-
0162 OFFICE OPERATIONS MANAGER I - SES							
R1102 001	1.00-	47,448-		22,178-	69,626-	0.00	69,626-

COL A10 SCH VIIIIB-2 RED FY23-24 POS AMOUNT	CODES
BUSINESS/PROFESSIONAL REG	79000000
PGM: OFFICE/SEC & ADMIN	79010000
<u>EXECUTIVE DIR/SUPPORT SVCS</u>	79010200
GOV OPERATIONS/SUPPORT	16
<u>EXEC LEADERSHIP/SUPPRT SVC</u>	<u>1602.00.00.00</u>
PROGRAM REDUCTIONS	33V0000
REDUCE STAFF IN THE DIVISION OF ADMINISTRATION'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 RED FY23-24						
CHANGES TO CURRENTLY AUTHORIZED POSITIONS						
TOTALS FOR ISSUE BY FUND						
						183,326-
2021 ADMINISTRATIVE TRUST FUND						183,326-
3.00-	118,240-		65,086-	183,326-		183,326-

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REDUCE STAFF IN THE OFFICE OF THE GENERAL COUNSEL		33V1800
SALARY RATE		000000
SALARY RATE..... 311,385-		
SALARIES AND BENEFITS		010000
6.00-		
ADMINISTRATIVE TRUST FUND -STATE	465,335-	2021 1
TOTAL: REDUCE STAFF IN THE OFFICE OF THE GENERAL COUNSEL		33V1800
TOTAL POSITIONS..... 6.00-		
TOTAL ISSUE..... 465,335-		
TOTAL SALARY RATE..... 311,385-		

COL A10 SCH VIIIIB-2 RED FY23-24 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 GENERAL COUNSEL	33V1800

AGENCY ISSUE NARRATIVE:  
 SCH VIIIIB-2 NARR 23-24 NARRATIVE:  
 PRIORITY #61

IT COMPONENT? NO

The Department of Business and Professional Regulation (Department), Office of the General Counsel (OGC) proposes a reduction of \$465,335 and six (6) FTE, including one (1) Administrative Assistant I position, three (3) Senior Attorney positions, and two (2) Attorney positions.

The Senior Attorney and Attorney positions are responsible for the effective prosecution of legal cases related to the various professions and businesses that are licensed by the Department. The Administrative Assistant I position supports up to ten (10) attorneys in a legal unit.

Elimination of these positions would significantly impact the OGC's ability to prosecute cases in a timely and efficient manner and have an adverse impact on the remaining attorneys as they would be required to assume the additional responsibilities of an increased workload.

POSITION DETAIL OF SALARIES AND BENEFITS:

	FTE	BASE RATE	ADDITIVES	BENEFITS	SUBTOTAL	LAPSE %	LAPSED SALARIES AND BENEFITS
A10 - SCH VIIIIB-2 RED FY23-24							
CHANGES TO CURRENTLY AUTHORIZED POSITIONS							
0709 ADMINISTRATIVE ASSISTANT I							
R1122 001	1.00-	31,320-		20,656-	51,976-	0.00	51,976-
7736 ATTORNEY							
R1121 001	2.00-	96,000-		50,177-	146,177-	0.00	146,177-
7738 SENIOR ATTORNEY							
R1120 001	3.00-	184,065-		83,117-	267,182-	0.00	267,182-

COL A10 SCH VIIIIB-2 RED FY23-24 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 THE GENERAL COUNSEL		33V1800

POSITION DETAIL OF SALARIES AND BENEFITS:

FTE	BASE RATE	ADDITIVES	BENEFITS	SUBTOTAL	LAPSE %	LAPSED SALARIES AND BENEFITS
A10 - SCH VIIIIB-2 RED FY23-24						
CHANGES TO CURRENTLY AUTHORIZED POSITIONS						
TOTALS FOR ISSUE BY FUND						
2021 ADMINISTRATIVE TRUST FUND						465,335-
6.00-	311,385-		153,950-	465,335-		465,335-

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ELIMINATE FUNDING TO REMOVE  
 CATEGORY FROM THE DEPARTMENT  
 OF BUSINESS AND PROFESSIONAL  
 REGULATION'S BASE BUDGET  
 SPECIAL CATEGORIES  
 TR/STATE ATTY/SLOTS

33V9100  
 100000  
 100614

ADMINISTRATIVE TRUST FUND -STATE 36,209-  
 =====

2021 1

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AGENCY ISSUE NARRATIVE:  
 SCH VIIIIB-2 NARR 23-24 NARRATIVE:  
 Priority# 1

IT COMPONENT? NO

The Department of Business and Professional Regulation requests to eliminate \$36,209 budget authority within the Transfer to the State Attorney - Slot Investigations and Prosecutions appropriation category. This category was housed within the Office of the General Counsel on behalf of the Division of Pari-Mutuel Wagering. The Division of Pari-Mutuel Wagering was transferred to the Florida Gaming Control Commission effective July 1, 2022, pursuant to CS SB4-A (Chapter 2021-269, Laws of Florida). This appropriation for Fiscal Year 2022-23 pay increases was appropriated in error.

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COL A10		
SCH VIIIIB-2		
RED FY23-24		
POS	AMOUNT	CODES
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BUSINESS/PROFESSIONAL REG		79000000
PGM: OFFICE/SEC & ADMIN		79010000
<u>EXECUTIVE DIR/SUPPORT SVCS</u>		79010200
GOV OPERATIONS/SUPPORT		16
<u>EXEC LEADERSHIP/SUPPRT SVC</u>		<u>1602.00.00.00</u>
TOTAL: EXEC LEADERSHIP/SUPPRT SVC		<u>1602.00.00.00</u>
BY FUND TYPE		
	19.00-	
TRUST FUNDS.....	1,595,382-	2000
SALARY RATE.....	866,426-	
	=====	
<u>INFORMATION TECHNOLOGY</u>		79010300
GOV OPERATIONS/SUPPORT		16
<u>INFORMATION TECHNOLOGY</u>		<u>1603.00.00.00</u>
PROGRAM REDUCTIONS		33V0000
REDUCE CONTRACTED SERVICES		
APPROPRIATION		33V0110
SPECIAL CATEGORIES		100000
CONTRACTED SERVICES		100777
ADMINISTRATIVE TRUST FUND -STATE	669,980-	2021 1
	=====	

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AGENCY ISSUE NARRATIVE:  
 SCH VIIIIB-2 NARR 23-24 NARRATIVE:  
 PRIORITY #58

IT COMPONENT? YES

The Department of Business and Professional Regulation (Department), Division of Technology (Division) proposes a reduction of \$669,980 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 2022-23, \$2,376,980 of the division's \$2,510,911 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, license maintenance and support, and numerous custom solutions. If this reduction is realized in Fiscal Year 2023-24, 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 and external (licensees and the public).

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COL A10			
SCH VIIIIB-2			
RED FY23-24			
POS	AMOUNT		CODES
			79000000
BUSINESS/PROFESSIONAL REG			79010000
PGM: OFFICE/SEC & ADMIN			79010300
<u>INFORMATION TECHNOLOGY</u>			16
GOV OPERATIONS/SUPPORT			<u>1603.00.00.00</u>
<u>INFORMATION TECHNOLOGY</u>			33V0000
PROGRAM REDUCTIONS			
REDUCE GENERAL REVENUE FUNDING -			
FLORIDA BUSINESS INFORMATION PORTAL			33V0300
SPECIAL CATEGORIES			100000
FLA BUSINESS INFO PORTAL			100790
GENERAL REVENUE FUND	-STATE	38,150-	1000 1
		=====	

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AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 23-24 NARRATIVE: IT COMPONENT? YES  
 PRIORITY #2

The Department of Business and Professional Regulation (Department), Division of Technology (Division) proposes to reduce \$38,150 of the appropriated budget in the Florida Business Information Portal special category.

Line item 2073, of the Fiscal Year 2022-23 General Appropriations Act, provides the department \$150,000 in the Florida Business Information Portal (portal) appropriations category. In accordance with section 20.166, Florida Statutes, this funding is appropriated for the on-going operations, maintenance and expansion of the Florida Business Information Portal.

The Department is currently expending approximately \$19,500 annually to host and maintain the portal. In the current year, the Division is also using funds to market the portal via the internet. If the proposed reduction of \$37,065 is realized in Fiscal Year 2023-24, the Department's ability to expand or make substantial changes to the portal would be impeded by the decrease in funding.

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REDUCE STAFF IN THE DIVISION OF			
INFORMATION TECHNOLOGY			33V1830
SALARY RATE			000000
SALARY RATE.....	296,519-		
	=====		
SALARIES AND BENEFITS			010000
	5.00-		
ADMINISTRATIVE TRUST FUND -STATE	428,351-		2021 1
	=====		



COL A10		
SCH VIIIIB-2		
RED FY23-24		
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>
PROGRAM REDUCTIONS		33V0000
REDUCE STAFF IN THE DIVISION OF		
INFORMATION TECHNOLOGY		33V1830
TOTAL: REDUCE STAFF IN THE DIVISION OF		33V1830
INFORMATION TECHNOLOGY		
TOTAL POSITIONS.....	5.00-	
TOTAL ISSUE.....	428,351-	
TOTAL SALARY RATE.....	296,519-	
	=====	

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AGENCY ISSUE NARRATIVE:  
 SCH VIIIIB-2 NARR 23-24 NARRATIVE:  
 PRIORITY #49

IT COMPONENT? YES

The Department of Business and Professional Regulation (Department), Division of Information Technology (Division) proposes a reduction of five (5) positions and \$428,351 in budget authority. This reduction would eliminate four (4) Systems Project Consultants and one (1) Systems Programming Administrator -SES.

The first Systems Project Consultant position is responsible for performing configuration changes to, and maintaining, the agency's online application system, Versa: Online (VO), providing technology support including analysis, troubleshooting, and resolution of document management system issues, researching system issues and determining if configuration changes will resolve issues, including impact analysis of upgrades and customization, and managing help ticket assignments.

The other three (3) Systems Project Consultant positions' duties include performing configuration changes to, and maintaining, the agency's document management system, OnBase, providing technology support including analysis, troubleshooting, and resolution of document management system issues, researching system issues and determining if configuration changes will resolve issues, including impact analysis of upgrades and customization, and managing help ticket assignments.

The Systems Programming Administrator SES position is responsible for managing the document management system, OnBase and the three team members. This position provides training and mentoring to OnBase staff, identifies staffing needs, manages requests and conducts status meetings with stakeholders, acts as departmental liaison with other divisions, provides status reports to managers and business units ensures tickets are assigned and being completed in a timely fashion, prioritizes and assigns tickets to appropriate resources within DBPR and external vendors, evaluates change requests including obtaining work estimates and service pack scheduling recommendations, researches and troubleshoots complex system issues and determines if a configuration change will resolve the issue, provides notification to agency users concerning system changes and notification of any planned maintenance, manages contracts and vendor relationships.

COL A10 SCH VIIIB-2 RED FY23-24 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>
PROGRAM REDUCTIONS		33V0000
REDUCE STAFF IN THE DIVISION OF		
INFORMATION TECHNOLOGY		33V1830

The Division has thoroughly reviewed all other categories to identify areas that cuts could be made; however, the only way to make a significant reduction is to eliminate staff. Elimination of these positions would create a significant, possibly unmanageable workload on remaining staff.

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POSITION DETAIL OF SALARIES AND BENEFITS:

	FTE	BASE RATE	ADDITIVES	BENEFITS	SUBTOTAL	LAPSE %	LAPSED SALARIES AND BENEFITS
A10 - SCH VIIIB-2 RED FY23-24							
CHANGES TO CURRENTLY AUTHORIZED POSITIONS							
2109 SYSTEM PROJECT CONSULTANT							
R1113 001	1.00-	58,182-		25,910-	84,092-	0.00	84,092-
R1114 001	1.00-	56,449-		25,571-	82,020-	0.00	82,020-
R1115 001	1.00-	55,236-		25,335-	80,571-	0.00	80,571-
R1116 001	1.00-	48,494-		24,016-	72,510-	0.00	72,510-
2117 SYSTEMS PROGRAMMING ADMINISTRATOR - SES							
R1117 001	1.00-	78,158-		31,000-	109,158-	0.00	109,158-
TOTALS FOR ISSUE BY FUND							
2021 ADMINISTRATIVE TRUST FUND							428,351-
	5.00-	296,519-		131,832-	428,351-		428,351-
	=====	=====	=====	=====	=====		=====

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TOTAL: INFORMATION TECHNOLOGY							<u>1603.00.00.00</u>
BY FUND TYPE							
GENERAL REVENUE FUND		38,150-					1000
TRUST FUNDS		1,098,331-					2000
TOTAL POSITIONS.....	5.00-						
TOTAL PROG COMP.....		1,136,481-					
TOTAL SALARY RATE.....		296,519-					
		=====					

COL A10		
SCH VIIIIB-2		
RED FY23-24		
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.....	454,467-	
	=====	
SALARIES AND BENEFITS		010000
	14.00-	
ADMINISTRATIVE TRUST FUND -STATE	747,950-	2021 1
	=====	
TOTAL: REDUCE STAFF IN THE CUSTOMER		33V1810
CONTACT CENTER		
TOTAL POSITIONS.....	14.00-	
TOTAL ISSUE.....	747,950-	
TOTAL SALARY RATE.....	454,467-	
	=====	

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AGENCY ISSUE NARRATIVE:  
 SCH VIIIIB-2 NARR 23-24 NARRATIVE: IT COMPONENT? NO  
 PRIORITY #62

The Department of Business and Professional Regulation (Department) Division of Service Operations (Division), Customer Contact Center (CCC) proposes a reduction of fourteen (14) positions and \$747,950 in budget authority.

- The proposed reduction includes the following:
- 13.00 FTE Regulatory Specialists I (Call Agents)
  - 1.00 FTE Regulatory Program Administrator (Supervisor)

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 2021-22, the CCC received over 1.4 million telephone calls and 168,914 emails.

Of the over 1.4 million telephone calls received, more than half 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 13 Call Agent positions will result in an increased abandoned call rate as the remaining Call

COL A10 SCH VIIIIB-2 RED FY23-24		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

Center agents will have to absorb the 178,200 calls received from customers.

During FY 2021-22 the CCC's answer was 72.83% and the average wait time was 16 minutes and 42 seconds. Reducing the number of agents will decrease the call answer rate to 45% and significantly increase the average call wait time. The projected increase in call wait time will considerably diminish the level of service we provide to our customers.

The impact of the elimination of one Regulatory Program Administrator position will result in fewer subject matter experts being available to assist and guide agents when responding to complex calls. The Regulatory Program Administrator position also assists with answering calls from then public during peak times and responds to emails.

The elimination of 14 FTE positions will greatly impact the services the Division of Service Operations provides to DBPR's core constituents and business units. This reduction will impact the workload of other divisions and business units within the Department. When customers are not able to contact the CCC to get their questions answered or issues resolved, they will reach out to the individual boards and business units. This increased workload will impact the resources currently employed in those units.

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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 RED FY23-24							
CHANGES TO CURRENTLY AUTHORIZED POSITIONS							
0440 REGULATORY SPECIALIST I							
R1118 001	13.00-	407,160-		268,531-	675,691-	0.00	675,691-
0443 REGULATORY PROGRAM ADMINISTRATOR - SES							
R1119 001	1.00-	47,307-		24,952-	72,259-	0.00	72,259-
-----							
TOTALS FOR ISSUE BY FUND							
2021 ADMINISTRATIVE TRUST FUND							747,950-
	14.00-	454,467-		293,483-	747,950-		747,950-
	=====	=====	=====	=====	=====		=====

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COL A10		
SCH VIIIIB-2		
RED FY23-24		
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>
TOTAL: REGULATION AND LICENSING		<u>1204.00.00.00</u>
BY FUND TYPE		
	14.00-	
TRUST FUNDS.....	747,950-	2000
SALARY RATE.....	454,467-	
	=====	
<u>CENTRAL INTAKE</u>		79040200
PUBLIC PROTECTION		12
<u>REGULATION AND LICENSING</u>		<u>1204.00.00.00</u>
PROGRAM REDUCTIONS		33V0000
REDUCE APPLICATION PROCESSING STAFF		
IN THE CENTRAL INTAKE UNIT		33V1820
SALARY RATE		000000
SALARY RATE.....	554,252-	
	=====	
SALARIES AND BENEFITS		010000
	16.00-	
ADMINISTRATIVE TRUST FUND -STATE	897,481-	2021 1
	=====	
TOTAL: REDUCE APPLICATION PROCESSING STAFF		33V1820
IN THE CENTRAL INTAKE UNIT		
TOTAL POSITIONS.....	16.00-	
TOTAL ISSUE.....	897,481-	
TOTAL SALARY RATE.....	554,252-	
	=====	

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AGENCY ISSUE NARRATIVE:  
 SCH VIIIIB-2 NARR 23-24 NARRATIVE:  
 PRIORITY #63

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 sixteen (16) positions, three (3) Other Personal Services (OPS) positions, and \$897,481 in budget authority.

The proposed reduction includes the following:

2.00 FTE Regulatory Specialists II

COL A10		
SCH VIIIIB-2		
RED FY23-24		
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

10.00 FTE Regulatory Specialists III

2.00 Regulatory Consultants

2.00 Regulatory Program Administrator - SES

\$897,481 in Salaries and Benefits budget authority

The BCIL is the one-stop shop solution for the intake of licensure applications and payment into the Department. The BCIL provides operational support to the Department's professional boards and business units through the intake of mail and, 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; Professional Boards: 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 Architects; Pilot Commissioner; Veterinary Medicine; Certified Public Accounting; Real Estate Commission and Florida Real Estate Appraisal; and the Florida State Boxing Commission.

The BCIL 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 Escalation Research and Records Unit is responsible for resolving complex consumer inquiries that are escalated from the Customer Contact Center, translations for documentation submitted in Spanish, and inquiries from the public through the Customer Service Window (CSW). By eliminating the CSW, the division will have to discontinue the program that offers in-person application service, payments and fingerprint services. In FY 2021-22 (as of 06/08/22), the unit has resolved 7,431 escalated cases in an average of 2.78 days. All of these functions of the Division will be impacted by the staff reduction. Based on the budget reduction exercise the entire team including 9 FTE Regulatory Specialist III position, 1 FTE Regulatory Consultant position, and 1 Regulatory Program Administrator - SES position will be eliminated from the Intake Services business unit. This will negatively impact the level of customer service provided by the agency as there will not be a mechanism to provide real-time help to applicants and licensees whom are having issues with their application, maintenance transaction, and/or renewal. The escalations that will continue after the elimination of the Research team will need to be absorbed by other business units. The majority of the escalations will be handled by the License Operations Unit's Regulatory Program Administrators and Regulatory Consultants which will further strain the workflow by taking them away from their primary responsibilities of providing direction and feedback, training team members, monitoring the application queues, etc. This reduction will result in a decrease in the quality of supervision of teams and an increase in application processing timeframes. This significant reduction of available staff hours will have a negative impact on the Bureau's ability to comply with the revenue deposit requirements of Chapter 116.01 Florida Statutes as well as the licensure requirements of Chapter 120.60 Florida Statutes.

COL A10		
SCH VIIIIB-2		
RED FY23-24		
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 Licensure Operations Unit is charged with processing licensure applications received by the Bureau for 21 professions regulated by the Department. In Fiscal Year 2019-20, the Licensure Operations Unit processed 345,748 paper and online applications. The average time to process an application received in the Intake Services Section and routed to the Licensure Operations Unit was 13.75 days in Fiscal Year 2021-22. There are sixty-four (64) staff members and seven (7) supervisors assigned to the Licensure Operations Unit. Based on the budget reduction exercise, 2 FTE Regulatory Specialist II, 1 FTE Regulatory Specialist III position, 1 FTE Regulatory Consultant position, and 1 Regulatory Program Administrator - SES position will be eliminated from this unit. This represents an 11.3% reduction in total staff hours. This reduction in staff 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. Professions/Boards impacted include Alcoholic Beverages & Tobacco; Hotels and Restaurants; Architecture & Interior Design; Asbestos Contractors and Consultants, Athlete Agents, Auctioneers, Regulatory Council of Community Association Managers, Employee Leasing Companies, Geologists, Home Inspectors, Landscape Architecture, Mold Related Services, Pilot Commissioners, Talent Agencies, and licenses granted from the Real Estate Commission.

In addition to the services provided by the Licensure 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. The License and Renewal Notices Unit manages the renewals for 910,512 licenses.

With the rebound 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 84.45% from an average of 7,122 per month in FY 2011-12 to an average of 13,138 in FY 2021-22. This trend is anticipated to continue. The continued increase in workload coupled with the elimination of the positions will significantly impact processing times across all core functions of the BCIL. In addition, 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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COL A10 SCH VIIIIB-2 RED FY23-24		CODES
POS	AMOUNT	
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

POSITION DETAIL OF SALARIES AND BENEFITS:

	FTE	BASE RATE	ADDITIVES	BENEFITS	SUBTOTAL	LAPSE %	LAPSED SALARIES AND BENEFITS
A10 - SCH VIIIIB-2 RED FY23-24							
CHANGES TO CURRENTLY AUTHORIZED POSITIONS							
0441 REGULATORY SPECIALIST II							
R1120 001	2.00-	62,640-		41,312-	103,952-	0.00	103,952-
0442 REGULATORY CONSULTANT							
R1122 001	2.00-	69,178-		42,591-	111,769-	0.00	111,769-
0444 REGULATORY SPECIALIST III							
R1121 001	10.00-	327,820-		209,421-	537,241-	0.00	537,241-
0443 REGULATORY PROGRAM ADMINISTRATOR - SES							
R1123 001	2.00-	94,614-		49,905-	144,519-	0.00	144,519-
-----							
TOTALS FOR ISSUE BY FUND							
2021 ADMINISTRATIVE TRUST FUND							897,481-
	16.00-	554,252-		343,229-	897,481-		897,481-
	=====	=====	=====	=====	=====		=====

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 TOTAL: REGULATION AND LICENSING 1204.00.00.00  
 BY FUND TYPE

TRUST FUNDS.....	16.00-	897,481-	2000
SALARY RATE.....	554,252-		
	=====		



COL A10		
SCH VIIIIB-2		
RED FY23-24		
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 UNLICENSED ACTIVITIES -		
DIVISION OF REGULATION		33V0010
SPECIAL CATEGORIES		100000
UNLICENSED ACTIVITIES		100399
PROFESSIONAL REGULATION TF-STATE	800,000-	2547 1

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AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 23-24 NARRATIVE:  
 PRIORITY #40

IT COMPONENT? NO

The Department of Business and Professional Regulation, Division of Regulation (Division) proposes a reduction of \$800,000 in the Unlicensed Activities (ULA) appropriation category. ULA is appropriated as a special category in the Professional Regulation Program and is currently allocated to the Divisions of Professions/Florida Engineering Management Corporation, Regulation, Real Estate, and Certified Public Accounting. Funding for the appropriation is from a \$5 unlicensed activity fee that is paid by licensees upon licensure and renewal.

The ULA Program was appropriated \$2,272,442 in Fiscal Year 2021-22. The Division's share of the appropriation is \$1,576,379. 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 UNLICENSED ACTIVITIES -  
 DIVISION OF CERTIFIED PUBLIC  
 ACCOUNTING  
 SPECIAL CATEGORIES  
 UNLICENSED ACTIVITIES

33V0020  
 100000  
 100399

PROFESSIONAL REGULATION TF-STATE 25,000-  
 =====

2547 1

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 COL A10  
 SCH VIIIB-2  
 RED FY23-24  
 POS AMOUNT CODES  
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BUSINESS/PROFESSIONAL REG 79000000  
 PGM: PROFESSIONAL REG 79050000  
COMPLIANCE AND ENFORCEMENT 79050100  
 PUBLIC PROTECTION 12  
REGULATION AND LICENSING 1204.00.00.00  
 PROGRAM REDUCTIONS 33V0000  
 REDUCE UNLICENSED ACTIVITIES -  
 DIVISION OF CERTIFIED PUBLIC  
 ACCOUNTING 33V0020

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AGENCY ISSUE NARRATIVE:  
 SCH VIIIB-2 NARR 23-24 NARRATIVE: IT COMPONENT? NO  
 PRIORITY #21

The Department of Business and Professional Regulation, Division of Certified Public Accounting (Division) proposes a reduction of \$25,000 in the Unlicensed Activity (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, Certified Public Accountants, 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 is allotted \$100,000 in the ULA category for Fiscal Year 2022-23. Funds are typically used for public service announcements and advertising campaigns to generate public awareness of unlicensed activity and for the hiring of OPS investigators to respond to ULA complaints.

A reduction to the Division's Unlicensed Activities appropriation will have a moderate impact on the effectiveness of the program.

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REDUCE UNLICENSED ACTIVITIES -  
 DIVISION OF REAL ESTATE 33V0030  
 SPECIAL CATEGORIES 100000  
 UNLICENSED ACTIVITIES 100399

PROFESSIONAL REGULATION TF-STATE 250,000- 2547 1  
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AGENCY ISSUE NARRATIVE:  
 SCH VIIIB-2 NARR 23-24 NARRATIVE: IT COMPONENT? NO  
 PRIORITY #39

The Department of Business and Professional Regulation, Division of Real Estate (Division) proposes a reduction of

COL A10		
SCH VIIIIB-2		
RED FY23-24		
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 UNLICENSED ACTIVITIES -		
DIVISION OF REAL ESTATE		33V0030

\$250,000 in the Unlicensed Activities (ULA) appropriation category.

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

The Division's Fiscal Year 2022-23 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) APPROPRIATION		33V0100
OTHER PERSONAL SERVICES		030000

PROFESSIONAL REGULATION TF-STATE	60,000-	2547 1
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AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 23-24 NARRATIVE:  
 PRIORITY #11

IT COMPONENT? NO

The Department of Business and Professional Regulation, Division of Professions (Division) proposes a reduction of \$60,000 in budget authority in the Other Personal Services (OPS) appropriation category within the Florida Building Commission.

This reduction would have minimal impact on Commission operations.

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COL A10		
SCH VIIIIB-2		
RED FY23-24		
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 CONTRACTED SERVICES		
APPROPRIATION		33V0110
SPECIAL CATEGORIES		100000
CONTRACTED SERVICES		100777
PROFESSIONAL REGULATION TF-STATE	241,729-	2547 1
	=====	

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AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 23-24 NARRATIVE: IT COMPONENT? NO  
 PRIORITY #22

The Department of Business and Professional Regulation, Division of Professions (Division) proposes a reduction of \$241,729 in the Contracted Services category within the Florida Building Commission.

The reduction in appropriation 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 since even after the reduction there is still approximately \$225,298.00 available for the Commission to sponsor research projects.

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REDUCE LEASE OR LEASE-PURCHASE OF		
EQUIPMENT APPROPRIATION		33V0120
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 23-24 NARRATIVE: IT COMPONENT? NO  
 PRIORITY #7

The Department of Business and Professional Regulation, Division of Real Estate (Division) proposes a partial reduction of \$5,000 in the Lease/Purchase of Equipment category.

A review of copier leases and a tightening of general supply expenditures has netted savings division-wide. This

COL A10		
SCH VIIIIB-2		
RED FY23-24		
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 LEASE OR LEASE-PURCHASE OF		
EQUIPMENT APPROPRIATION		33V0120

reduction would have minimal impact on the Division.

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REDUCE OTHER PERSONAL SERVICES  
 (OPS) APPROPRIATION IN THE DIVISION  
 OF CERTIFIED PUBLIC ACCOUNTING  
 OTHER PERSONAL SERVICES

33V0220  
 030000

PROFESSIONAL REGULATION TF-STATE 70,000-  
 =====

2547 1

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AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 23-24 NARRATIVE:  
 PRIORITY #19

IT COMPONENT? NO

The Department of Business and Professional Regulation, Division of Certified Public Accounting (Division) proposes a reduction of \$70,000 in the Other Personal Services (OPS) appropriation category.

In the current 2022-23 Fiscal Year, the Division's share of OPS category is \$182,296. The Division's OPS allotment is used for temporary employment, contracted services for court reporting, and expert witnesses. The proposed reduction of \$70,000 would leave an appropriation in the amount of \$112,296.

This reduction would include funds primarily reserved for expert witnesses investigating complaints against Certified Public Accountants. Board Rule 61H1-19.010 F.A.C. requires technical matters such as allegations for violations of accounting and auditing standards be investigated by an expert witness with a minimum of 5 years of experience.

The proposed OPS reduction will have a moderate impact on the operations of the Division.

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COL A10  
SCH VIIIIB-2  
RED FY23-24  
POS AMOUNT CODES  
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BUSINESS/PROFESSIONAL REG 79000000  
PGM: PROFESSIONAL REG 79050000  
COMPLIANCE AND ENFORCEMENT 79050100  
PUBLIC PROTECTION 12  
REGULATION AND LICENSING 1204.00.00.00  
PROGRAM REDUCTIONS 33V0000  
REDUCE EXPENSES IN THE DIVISION OF  
REAL ESTATE 33V0230  
EXPENSES 040000

PROFESSIONAL REGULATION TF-STATE 80,000- 2547 1  
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AGENCY ISSUE NARRATIVE:  
SCH VIIIIB-2 NARR 23-24 NARRATIVE: IT COMPONENT? NO  
PRIORITY #23

The Department of Business and Professional Regulation, Division of Real Estate (Division) proposes a reduction of \$80,000 in the Expenses appropriation category.

The Division investigates Real Estate complaints through four offices located in Tallahassee, Tampa, Orlando, and Ft. Lauderdale. This reduction would impact the Division's ability to travel and hold meetings outside of the Orlando central office.

This reduction would also impact the Division's ability to pay for any anticipated and/or unanticipated increases in telephone, rent, travel, supplies, and furniture replacement costs.

This reduction will have a moderate impact on operations in the Division of Real Estate.

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REDUCE ACQUISITION OF MOTOR  
VEHICLES IN THE DIVISION OF  
REAL ESTATE 33V0250  
SPECIAL CATEGORIES 100000  
ACQUISITION/MOTOR VEHICLES 100021

PROFESSIONAL REGULATION TF-STATE 24,000- 2547 1  
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AGENCY ISSUE NARRATIVE:  
SCH VIIIIB-2 NARR 23-24 NARRATIVE: IT COMPONENT? NO  
PRIORITY #16

COL A10 SCH VIIIB-2 RED FY23-24 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 ACQUISITION OF MOTOR VEHICLES IN THE DIVISION OF REAL ESTATE	33V0250

The Department of Business and Professional Regulation, Division of Real Estate (Division) proposes a reduction of \$24,000 in the Acquisition of Motor Vehicle appropriation category.

In Fiscal Year 2021-22 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 \$24,000 will reduce the Division's allotment to \$24,000 which will only allow for the replacement of one (1) vehicle a year. The Division currently has a fleet of nine (9) vehicles of which three (3) 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 CONTRACTED SERVICES IN THE DIVISION OF REGULATION	33V0270
SPECIAL CATEGORIES	100000
CONTRACTED SERVICES	100777

PROFESSIONAL REGULATION TF-STATE	20,000-	2547	1
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AGENCY ISSUE NARRATIVE:

SCH VIIIB-2 NARR 23-24 NARRATIVE:  
 PRIORITY #17

IT COMPONENT? NO

The Department of Business and Professional Regulation, Division of Regulation (Division) proposes a reduction of \$20,000 in the Contracted Services appropriation category.

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

COL A10		
SCH VIIIB-2		
RED FY23-24		
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 CONTRACTED SERVICES IN THE		
DIVISION OF REGULATION		33V0270

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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REDUCE BUDGET AUTHORITY IN THE		
FLORIDA HOMEOWNERS' CONSTRUCTION		
RECOVERY FUND - DIVISION OF		
PROFESSIONS		33V0280
SPECIAL CATEGORIES		100000
CL PAY/CONST RECOVERY FUND		100455
PROFESSIONAL REGULATION TF-STATE	1,500,000-	2547 1
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AGENCY ISSUE NARRATIVE:  
 SCH VIIIB-2 NARR 23-24 NARRATIVE:  
 PRIORITY #18

IT COMPONENT? NO

The Department of Business and Professional Regulation, Division of Professions (division) proposes a reduction of \$1,500,000 in the Claims Payments from Construction Recovery Fund appropriation category within the Florida Building Commission. 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 L 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 2021-22, expenditures, representing paid claims, totaled \$1,806,710. A partial reduction in the Claims



COL A10		
SCH VIIIIB-2		
RED FY23-24		
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 BUDGET AUTHORITY IN THE		
FLORIDA HOMEOWNERS' CONSTRUCTION		
RECOVERY FUND - DIVISION OF		
PROFESSIONS		33V0280

Payments from Construction Recovery Fund appropriation category will result in 33% less funding available for payment of restitution to citizens of Florida in Fiscal Year 2023-24 and could delay payments of restitution until the following fiscal year.

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REDUCE EXPENSES APPROPRIATION -  
 DIVISION OF CERTIFIED PUBLIC  
 ACCOUNTING  
 EXPENSES

33V0340  
 040000

PROFESSIONAL REGULATION TF-STATE                    41,450-

2547 1

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AGENCY ISSUE NARRATIVE:  
 SCH VIIIIB-2 NARR 23-24 NARRATIVE:  
 PRIORITY #20

IT COMPONENT? NO

The Department of Business and Professional Regulation, Division of Certified Public Accounting (Division) proposes a reduction of \$41,450 in the Expenses appropriation category.

In the current 2022-23 Fiscal Year the Division's share of Expenses appropriation is \$187,313. The Expenses budget is used primarily for compensation benefits, telephone, cellular, information technology, postage, travel, office supplies, office rent, meeting space for Board meetings, and rental equipment. The \$41,450 proposed reduction will be taken primarily from travel and postage expenses, leaving a remaining \$145,863 in Expenses budget for the Division.

The proposed reduction will have a moderate impact on the operations of the Division.

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COL A10		
SCH VIIIIB-2		
RED FY23-24		
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 ACQUISITION OF MOTOR		
VEHICLES - DIVISION OF REGULATION		33V0410
SPECIAL CATEGORIES		100000
ACQUISITION/MOTOR VEHICLES		100021
PROFESSIONAL REGULATION TF-STATE	83,900-	2547 1

\*\*\*\*\*

AGENCY ISSUE NARRATIVE:  
 SCH VIIIIB-2 NARR 23-24 NARRATIVE:  
 PRIORITY #34

IT COMPONENT? NO

The Department of Business and Professional Regulation, Division of Regulation (Division) proposes a reduction of \$83,900 in the Acquisition of Motor Vehicle appropriation category. In Fiscal Year 2022-23 the Professional Regulation Program was appropriated \$156,900 of which \$108,900 is allocated to the Division and the remaining \$48,000 is allocated to the Division of Real Estate.

The proposed reduction will eliminate the Division's allocation. The Division currently has a fleet of 54 vehicles of which 15 are expected to meet the Department of Management Services' replacement criteria Fiscal Year 2022-23.

This reduction will significantly impact on the replacement of vehicles used by inspectors and investigators performing mission critical duties 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 OPERATION OF MOTOR VEHICLES		
- DIVISION OF REGULATION		33V0420
SPECIAL CATEGORIES		100000
OPERATION/MOTOR VEHICLES		102289
PROFESSIONAL REGULATION TF-STATE	25,000-	2547 1

\*\*\*\*\*

AGENCY ISSUE NARRATIVE:  
 SCH VIIIIB-2 NARR 23-24 NARRATIVE:  
 PRIORITY #35

IT COMPONENT? NO

COL A10		
SCH VIIIIB-2		
RED FY23-24		
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 OPERATION OF MOTOR VEHICLES		
- DIVISION OF REGULATION		33V0420

The Department of Business and Professional Regulation, Division of Regulation (Division) proposes a reduction of \$25,000 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 56 vehicles.

In Fiscal Year 2022-23, 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 of Regulation. The remaining appropriation is allocated to the Divisions of Professions and Real Estate. A reduction of \$25,000 will leave the Division with \$132,600 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.

A reduction of \$25,000 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.

\*\*\*\*\*

REDUCE OTHER PERSONAL SERVICES		
(OPS) - CERTIFIED PUBLIC ACCOUNTING		
LEGAL UNIT		33V0430
OTHER PERSONAL SERVICES		030000
PROFESSIONAL REGULATION TF-STATE	16,425-	2547 1
	=====	

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AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 23-24 NARRATIVE:  
 PRIORITY #29

IT COMPONENT? NO

The Department of Business and Professional Regulation, Division of Certified Public Accounting (division) Legal Unit (unit) proposes a reduction of \$16,425 in the Other Personal Services (OPS) 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.

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COL A10 SCH VIIIIB-2 RED FY23-24 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 OTHER PERSONAL SERVICES	
(OPS) - CERTIFIED PUBLIC ACCOUNTING	
LEGAL UNIT	33V0430

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.  
\*\*\*\*\*

REDUCE OTHER PERSONAL SERVICES	
(OPS) - DIVISION OF REAL ESTATE	
LEGAL UNIT	33V0440
OTHER PERSONAL SERVICES	030000
PROFESSIONAL REGULATION TF-STATE	15,000-
=====	2547 1

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AGENCY ISSUE NARRATIVE:  
SCH VIIIIB-2 NARR 23-24 NARRATIVE: IT COMPONENT? NO  
PRIORITY #14

The Department of Business and Professional Regulation proposes a reduction of \$15,000 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 moderate impact on operations in the Division of Real Estate's Legal Unit.  
\*\*\*\*\*

REDUCE CONTRACTED SERVICES -	
DIVISION OF REAL ESTATE LEGAL UNIT	33V0460
SPECIAL CATEGORIES	100000
CONTRACTED SERVICES	100777
PROFESSIONAL REGULATION TF-STATE	20,000-
=====	2547 1

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AGENCY ISSUE NARRATIVE:  
SCH VIIIIB-2 NARR 23-24 NARRATIVE: IT COMPONENT? NO  
PRIORITY #27

COL A10		
SCH VIIIIB-2		
RED FY23-24		
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 CONTRACTED SERVICES -		
DIVISION OF REAL ESTATE LEGAL UNIT		33V0460

The Department of Business and Professional Regulation proposes a reduction of \$20,000 in the Division of Real Estate Legal Unit's Contracted Services category.

The Office of the General Counsel (OGC), which oversees the operations of the Division of Real Estate's Legal Unit, uses the Contracted Services category appropriation for court reporting transcripts, retaining of services from private law firms with specialized practice areas, advertising legally required notices of action, and for process servers to serve summons and subpoenas. This category is also used for mailing and shipping services.

The reduction would have a significant impact as it would limit the OGC's ability to timely and adequately serve the department's licensees, the citizens of Florida, and the Division of Real Estate.

\*\*\*\*\*

REDUCE CONTRACTED SERVICES -		
DIVISION OF CERTIFIED PUBLIC		
ACCOUNTING LEGAL UNIT		33V0470
SPECIAL CATEGORIES		100000
CONTRACTED SERVICES		100777
PROFESSIONAL REGULATION TF-STATE	2,500-	2547 1
	=====	

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AGENCY ISSUE NARRATIVE:  
 SCH VIIIIB-2 NARR 23-24 NARRATIVE:  
 PRIORITY #28

IT COMPONENT? NO

The Department of Business and Professional Regulation, Division of Certified Public Accounting (division) Legal Unit (unit) proposes a reduction of \$2,500 in the Other Personal Services (OPS) appropriation category.

The Office of the General Counsel (OGC), which oversees the operations of the Division of Division of Certified Public Accounting's Legal Unit, uses the Contracted Services category appropriation for court reporting transcripts, retaining of services from private law firms with specialized practice areas, advertising legally required notices of action, and for process servers to serve summons and subpoenas. This category is also used for mailing and shipping services.

The reduction would have a significant impact as it would limit the OGC's ability to timely and adequately serve the department's licensees, the citizens of Florida, and the Division of Certified Public Accounting.

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COL A10		
SCH VIIIIB-2		
RED FY23-24		
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>
PROGRAM REDUCTIONS		33V0000
REDUCE STAFF IN THE DIVISION OF		
REAL ESTATE		33V1850
SALARY RATE		000000
SALARY RATE.....	63,946-	
	=====	
SALARIES AND BENEFITS		010000
	1.50-	
PROFESSIONAL REGULATION TF-STATE	98,250-	2547 1
	=====	
TOTAL: REDUCE STAFF IN THE DIVISION OF		33V1850
REAL ESTATE		
TOTAL POSITIONS.....	1.50-	
TOTAL ISSUE.....	98,250-	
TOTAL SALARY RATE.....	63,946-	
	=====	

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AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 23-24 NARRATIVE:  
 PRIORITY #52

IT COMPONENT? NO

The Department of Business and Professional Regulation, Division of Real Estate (Division) proposes a reduction of one (1.00) full time FTE and one half time (.50) positions and \$98,250 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.

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

COL A10 SCH VIIIIB-2 RED FY23-24 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 STAFF IN THE DIVISION OF REAL ESTATE		33V1850

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 VIIIIB-2 RED FY23-24							
CHANGES TO CURRENTLY AUTHORIZED POSITIONS							
2224 GOVERNMENT ANALYST I							
R1124 001	0.50-	20,629-		11,301-	31,930-	0.00	31,930-
2239 OPERATIONS REVIEW SPECIALIST							
R1125 001	1.00-	43,317-		23,003-	66,320-	0.00	66,320-
-----							
TOTALS FOR ISSUE BY FUND							
2547 PROFESSIONAL REGULATION TF							98,250-
	1.50-	63,946-		34,304-	98,250-		98,250-
	=====	=====	=====	=====	=====		=====

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REDUCE INVESTIGATIVE STAFF IN THE  
 DIVISION OF REAL ESTATE  
 SALARY RATE  
 SALARY RATE..... 69,177-  
 =====

33V1870  
000000

COL A10		
SCH VIIIIB-2		
RED FY23-24		
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
SALARIES AND BENEFITS		010000
	2.00-	
PROFESSIONAL REGULATION TF-STATE	111,768-	2547 1
	=====	
TOTAL: REDUCE INVESTIGATIVE STAFF IN THE		33V1870
DIVISION OF REAL ESTATE		
TOTAL POSITIONS.....	2.00-	
TOTAL ISSUE.....	111,768-	
TOTAL SALARY RATE.....	69,177-	
	=====	

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AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 23-24 NARRATIVE:  
 PRIORITY #53

IT COMPONENT? NO

The Department of Business and Professional Regulation, Division of Real Estate (division) proposes a reduction of two (2) Investigation Specialist II position and \$111,768 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.

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.

This reduction will have a significant impact on Division operations.

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COL A10 SCH VIIIIB-2 RED FY23-24 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 RED FY23-24							
CHANGES TO CURRENTLY AUTHORIZED POSITIONS							
8318 INVESTIGATION SPECIALIST II							
R1126 001	2.00-	69,177-		42,591-	111,768-	0.00	111,768-
TOTALS FOR ISSUE BY FUND							
2547 PROFESSIONAL REGULATION TF							111,768-
	2.00-	69,177-		42,591-	111,768-		111,768-

\*\*\*\*\*

TOTAL: REGULATION AND LICENSING							<u>1204.00.00.00</u>
BY FUND TYPE							
TRUST FUNDS.....	3.50-						2000
SALARY RATE.....		3,490,022-					
		133,123-					
	=====						

COL A10		
SCH VIIIIB-2		
RED FY23-24		
POS	AMOUNT	CODES
BUSINESS/PROFESSIONAL REG		79000000
PGM: PROFESSIONAL REG		79050000
<u>FLORIDA ATHLETIC COMM</u>		79050400
PUBLIC PROTECTION		12
<u>REGULATION AND LICENSING</u>		<u>1204.00.00.00</u>
PROGRAM REDUCTIONS		33V0000
REDUCE OTHER PERSONAL SERVICES		
(OPS) APPROPRIATION		33V0100
OTHER PERSONAL SERVICES		030000
PROFESSIONAL REGULATION TF-STATE	82,000-	2547 1
	=====	

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AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 23-24 NARRATIVE: IT COMPONENT? NO  
 PRIORITY #50

The Department of Business and Professional Regulation, Florida Athletic Commission (Commission) proposes a reduction of \$82,000 in the Other Personal Services (OPS) appropriation category.

Currently there are two (2) part-time OPS staff assistants and a reduction of \$82,000 in the OPS category would significantly reduce the work hours for a part-time OPS position. This reduction will have a significant 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.

\*\*\*\*\*

REDUCE GENERAL REVENUE TRANSFER		33V0320
SPECIAL CATEGORIES		100000
TRANSFER TO PROF REG TF		100042
GENERAL REVENUE FUND	-STATE 44,368-	1000 1
	=====	

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AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 23-24 NARRATIVE: IT COMPONENT? NO  
 PRIORITY #3

The Department of Business and Professional Regulation, Florida Athletic Commission (Commission) proposes a General Revenue reduction of \$44,368 in the Transfer to Professional Regulation Trust Fund appropriation category. General Revenue funding in the amount of \$443,675 has been appropriated to support the operations of the Commission in case of revenue shortfalls. The Commission has not utilized the funding in the last two fiscal years.

This reduction would have a minimal impact on Commission operations.

\*\*\*\*\*

COL A10		
SCH VIIIIB-2		
RED FY23-24		
POS	AMOUNT	CODES
BUSINESS/PROFESSIONAL REG		79000000
PGM: PROFESSIONAL REG		79050000
<u>FLORIDA ATHLETIC COMM</u>		79050400
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		
GENERAL REVENUE FUND	44,368-	1000
TRUST FUNDS	82,000-	2000
TOTAL PROG COMP.....	126,368-	
	=====	
<u>TEST/CONTINUE EDUCATION</u>		79050500
PUBLIC PROTECTION		12
<u>REGULATION AND LICENSING</u>		<u>1204.00.00.00</u>
PROGRAM REDUCTIONS		33V0000
REDUCE STAFF TRAVEL AND OFFICE		
SUPPLY EXPENDITURES IN THE BUREAU		
OF TESTING AND CONTINUING EDUCATION		33V0070
SPECIAL CATEGORIES		100000
EXAMINATION TESTING SVCS		100106
PROFESSIONAL REGULATION TF-STATE	87,086-	2547 1
	=====	

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AGENCY ISSUE NARRATIVE:  
 SCH VIIIIB-2 NARR 23-24 NARRATIVE:  
 PRIORITY #31

IT COMPONENT? NO

The Department of Business and Professional Regulation, Bureau of Testing and Continuing Education (Bureau) proposes a reduction of \$87,086 in the Examination and Testing Services appropriation category.

An \$87,086 reduction in the Examination and Testing Services appropriation category 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.

This reduction will have a significant impact on the operations and services provided by the Bureau.

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COL A10		
SCH VIIIIB-2		
RED FY23-24		
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 CONTRACTED SERVICES IN THE		
EXAMINATION AND TESTING SERVICES		
APPROPRIATION CATEGORY - BUREAU OF		
TESTING AND CONTINUING EDUCATION		33V0080
SPECIAL CATEGORIES		100000
EXAMINATION TESTING SVCS		100106
PROFESSIONAL REGULATION TF-STATE	96,086-	2547 1
	=====	

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AGENCY ISSUE NARRATIVE:  
 SCH VIIIIB-2 NARR 23-24 NARRATIVE:  
 Priority #36

IT COMPONENT? NO

The Department of Business and Professional Regulation (Department), Bureau of Testing and Continuing Education(Bureau) proposes a reduction of \$96,086 in the Examination Testing Services appropriation category. 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 vendors to administer examinations required for licensure. This reduction would impact the amount of funding available to contracted examination services.

This reduction will have a significant impact on the operations and services provided by the Bureau.

\*\*\*\*\*

REDUCE OPERATING CAPITAL OUTLAY  
 (OCO) APPROPRIATION  
 OPERATING CAPITAL OUTLAY

33V0150  
 060000

PROFESSIONAL REGULATION TF-STATE 3,000-  
 =====

2547 1

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AGENCY ISSUE NARRATIVE:  
 SCH VIIIIB-2 NARR 23-24 NARRATIVE:  
 PRIORITY #5

IT COMPONENT? NO

COL A10		
SCH VIIIIB-2		
RED FY23-24		
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 OPERATING CAPITAL OUTLAY (OCO) APPROPRIATION		33V0150

The Department of Business and Professional Regulation, Bureau of Testing and Continuing Education (Bureau) proposes a reduction of \$3,000 in the Operating Capital Outlay appropriation category.

A \$3,000 reduction in Operating Capital Outlay will eliminate the Bureau's entire appropriation within the category.

The current threshold in the Operating Capital Outlay category limits purchases to single units of furniture or equipment that are priced at a minimum of \$5,000. The Bureau does not anticipate the need of purchases meeting or exceeding the threshold of \$5,000.

This reduction will have a minimal impact on the operations and services provided by the Bureau.

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ELIMINATE ORLANDO EXAMINATION SITES  
 FOR CONSTRUCTION, GEOLOGY, AND  
 HARBOR PILOTS AND RELOCATE TO  
 TALLAHASSEE  
 SPECIAL CATEGORIES  
 EXAMINATION TESTING SVCS

33V3070  
 100000  
 100106

PROFESSIONAL REGULATION TF-STATE 143,443-  
 =====

2547 1

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AGENCY ISSUE NARRATIVE:  
 SCH VIIIIB-2 NARR 23-24 NARRATIVE:  
 PRIORITY: #38

IT COMPONENT? NO

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

COL A10		
SCH VIIIIB-2		
RED FY23-24		
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
ELIMINATE ORLANDO EXAMINATION SITES FOR CONSTRUCTION, GEOLOGY, AND HARBOR PILOTS AND RELOCATE TO TALLAHASSEE		33V3070

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.....	329,615-	2000
	=====	
<u>FARM/CHILD LABOR REG</u>		79050600
PUBLIC PROTECTION		12
<u>REGULATION AND LICENSING</u>		<u>1204.00.00.00</u>
PROGRAM REDUCTIONS		33V0000
REDUCE CONTRACTED SERVICES		
APPROPRIATION		33V0110
SPECIAL CATEGORIES		100000
CONTRACTED SERVICES		100777
PROFESSIONAL REGULATION TF-STATE	7,000-	2547 1
	=====	

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AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 23-24 NARRATIVE:  
 PRIORITY #13

IT COMPONENT? NO

The Department of Business and Professional Regulation's Farm and Child Labor Program (program) proposes a reduction of \$7,000 in the Contracted Services appropriation category.

The Farm and Child Labor Program is appropriated \$9,090 in the Contracted Services category. This reduction would leave \$2,090 for mailing and shipping services and fingerprinting of license applicants. Historically, the program has transferred, as needed, any unobligated budget authority in the Contracted Services appropriation category to other budget categories to ensure the payment of program expenditures at year end.

COL A10		
SCH VIIIIB-2		
RED FY23-24		
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 CONTRACTED SERVICES		
APPROPRIATION		33V0110

This reduction would have a moderate impact on program operations if there is not sufficient budget authority available for transfer at year end.

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REDUCE OPERATION OF MOTOR VEHICLES		
APPROPRIATION		33V0350
SPECIAL CATEGORIES		100000
OPERATION/MOTOR VEHICLES		102289
PROFESSIONAL REGULATION TF-STATE	20,000-	2547 1

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AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 23-24 NARRATIVE:  
 PRIORITY #33

IT COMPONENT? NO

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

A reduction of \$20,000 in the Operation of Motor Vehicles appropriation category will reduce the division's current appropriation from \$45,000 to \$25,000 and will require the division to prioritize and monitor routine maintenance, fuel and major repairs, while ensuring there are safe and reliable vehicles available for division employees to perform mission critical activities.

This reduction will have a significant impact of the Division.

\*\*\*\*\*

COL A10		
SCH VIIIIB-2		
RED FY23-24		
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 ACQUISITION OF MOTOR		
VEHICLES APPROPRIATION		33V0370
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 23-24 NARRATIVE:  
 PRIORITY #32

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 nine (9) 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.

This reduction will have a significant impact on the operations and services provided by the program.

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ELIMINATE STAFF IN THE FARM AND  
 CHILD LABOR PROGRAM

SALARY RATE		33V3060
SALARY RATE.....	68,103-	000000
=====		
SALARIES AND BENEFITS		010000
	2.00-	
PROFESSIONAL REGULATION TF-STATE	105,159-	2547 1
=====		
TOTAL: ELIMINATE STAFF IN THE FARM AND CHILD LABOR PROGRAM		33V3060
TOTAL POSITIONS.....	2.00-	
TOTAL ISSUE.....	105,159-	
TOTAL SALARY RATE.....	68,103-	
=====		



COL A10 SCH VIIIB-2 RED FY23-24 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
ELIMINATE STAFF IN THE FARM AND CHILD LABOR PROGRAM	33V3060

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AGENCY ISSUE NARRATIVE:  
 SCH VIIIB-2 NARR 23-24 NARRATIVE: IT COMPONENT? NO  
 PRIORITY #51

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 \$105,159 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 to meet the 95% standard of farm labor contractors found to be in compliance with the law.

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POSITION DETAIL OF SALARIES AND BENEFITS:

FTE	BASE RATE	ADDITIVES	BENEFITS	SUBTOTAL	LAPSE %	LAPSED SALARIES AND BENEFITS
A10 - SCH VIIIB-2 RED FY23-24						
CHANGES TO CURRENTLY AUTHORIZED POSITIONS						
3341 LABOR, EMPLOYMENT & TRAINING SPECIALIST						
R1127 001	1.00-	32,782-	20,942-	53,724-	0.00	53,724-
R1128 001	1.00-	35,321-	16,114-	51,435-	0.00	51,435-

COL A10 SCH VIIIIB-2 RED FY23-24 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
ELIMINATE STAFF IN THE FARM AND CHILD LABOR PROGRAM	33V3060

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 RED FY23-24

CHANGES TO CURRENTLY AUTHORIZED POSITIONS

TOTALS FOR ISSUE BY FUND  
 2547 PROFESSIONAL REGULATION TF

2.00-	68,103-		37,056-	105,159-		105,159-
=====	=====	=====	=====	=====		=====

\*\*\*\*\*

TOTAL: REGULATION AND LICENSING  
 BY FUND TYPE

1204.00.00.00

TRUST FUNDS.....	2.00-	177,159-				2000
SALARY RATE.....	68,103-					
	=====					

COL A10		
SCH VIIIIB-2		
RED FY23-24		
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>
PROGRAM REDUCTIONS		33V0000
REDUCE CONTRACTED SERVICES		
APPROPRIATION		33V0110
SPECIAL CATEGORIES		100000
CONTRACTED SERVICES		100777
PROFESSIONAL REGULATION TF-STATE	40,000-	2547 1
	=====	

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AGENCY ISSUE NARRATIVE:  
 SCH VIIIIB-2 NARR 23-24 NARRATIVE:  
 PRIORITY #24

IT COMPONENT? NO

The Department of Business and Professional Regulation proposes a reduction of \$40,000 in the Division of Drugs, Devices and Cosmetics (Division) Contracted Services appropriation category.

Expenditures in this category 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. The Division is currently appropriated \$55,000.

This reduction will have a moderate impact on operations in the Division.

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REDUCE EXPENSES APPROPRIATION		33V0310
EXPENSES		040000
PROFESSIONAL REGULATION TF-STATE	75,000-	2547 1
	=====	

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AGENCY ISSUE NARRATIVE:  
 SCH VIIIIB-2 NARR 23-24 NARRATIVE:  
 PRIORITY #37

IT COMPONENT? NO

The Department of Business and Professional Regulation Division of Drugs, Devices and Cosmetics (Division) proposes a reduction of \$75,000 in the Expenses appropriation category. Expenditures in this category 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.

COL A10		
SCH VIIIIB-2		
RED FY23-24		
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>
PROGRAM REDUCTIONS		33V0000
REDUCE EXPENSES APPROPRIATION		33V0310

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 17,000 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 12.5 FTEs (10 drug inspectors and 2.5 medical oxygen inspectors).

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 inspection staff to out-of-state trainings with the Federal Food and Drug Administration to ensure Florida remains compliant with federal regulations. A reduction of \$75,000 in the Expenses appropriation category 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.

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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REDUCE GENERAL REVENUE TRANSFER		33V0320
SPECIAL CATEGORIES		100000
TRANSFER TO PROF REG TF		100042
GENERAL REVENUE FUND	-STATE	64,000-
		=====
		1000 1

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AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 23-24 NARRATIVE:  
 PRIORITY #4

IT COMPONENT? NO

The Department of Business and Professional Regulation, Division of Drugs, Devices and Cosmetics (Division) proposes a General Revenue reduction of \$64,000 in the Transfer to Professional Regulation Trust Fund appropriation category. The Division is currently appropriated \$640,000 to sustain the operations of the Division should there be a revenue shortfall. The Division has not utilized the appropriation in the last two fiscal years. The proposed reduction should have a minimal impact on Division operations.

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COL A10		
SCH VIIIIB-2		
RED FY23-24		
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>
PROGRAM REDUCTIONS		33V0000
REDUCE OPERATION OF MOTOR VEHICLES		
APPROPRIATION		33V0350
SPECIAL CATEGORIES		100000
OPERATION/MOTOR VEHICLES		102289
PROFESSIONAL REGULATION TF-STATE	12,000-	2547 1

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AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 23-24 NARRATIVE:  
 PRIORITY #26

IT COMPONENT? NO

The Department of Business and Professional Regulation (Department), Division of Drugs, Devices and Cosmetics (Division) proposes a reduction of \$12,000 in budget authority in the Operation of Motor Vehicles category.

A reduction of \$12,000 in the Operation of Motor Vehicles appropriation category will reduce the Division's current appropriation from \$35,938 to \$23,938 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.

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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REDUCE STAFF IN THE DIVISION OF		
DRUGS, DEVICES AND COSMETICS		33V1980
SALARY RATE		000000
SALARY RATE.....	87,169-	
	=====	
SALARIES AND BENEFITS		010000
	1.00-	
PROFESSIONAL REGULATION TF-STATE	118,749-	2547 1
	=====	
TOTAL: REDUCE STAFF IN THE DIVISION OF		33V1980
DRUGS, DEVICES AND COSMETICS		
TOTAL POSITIONS.....	1.00-	
TOTAL ISSUE.....	118,749-	
TOTAL SALARY RATE.....	87,169-	
	=====	

COL A10 SCH VIIIIB-2 RED FY23-24 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>
PROGRAM REDUCTIONS	33V0000
REDUCE STAFF IN THE DIVISION OF DRUGS, DEVICES AND COSMETICS	33V1980

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AGENCY ISSUE NARRATIVE:  
 SCH VIIIIB-2 NARR 23-24 NARRATIVE:  
 PRIORITY #4

IT COMPONENT? NO

The Department of Business and Professional Regulation (Department), Division of Drugs, Devices and Cosmetics (Division) proposes a reduction of one (1) Drug Inspector position and \$118,749 in budget authority.

There are currently ten (10) Drug Inspector positions in the Division. Drug Inspectors are responsible for performing inspections and audits to ensure compliance with federal and state laws and protecting the public from injury caused by the use of adulterated, contaminated and misbranded drugs, drug ingredients, and cosmetics.

The elimination of this mission critical position 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 significantly impact 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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POSITION DETAIL OF SALARIES AND BENEFITS:

FTE	BASE RATE	ADDITIVES	BENEFITS	SUBTOTAL	LAPSE %	LAPSED SALARIES AND BENEFITS
A10 - SCH VIIIIB-2 RED FY23-24						
CHANGES TO CURRENTLY AUTHORIZED POSITIONS						
8837 DRUG INSPECTOR R2200 001	1.00-	87,169-	31,580-	118,749-	0.00	118,749-
TOTALS FOR ISSUE BY FUND						
2547 PROFESSIONAL REGULATION TF	1.00-	87,169-	31,580-	118,749-		118,749-
	=====	=====	=====	=====		=====

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COL A10		
SCH VIIIIB-2		
RED FY23-24		
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>
TOTAL: REGULATION AND LICENSING		<u>1204.00.00.00</u>
BY FUND TYPE		
GENERAL REVENUE FUND	64,000-	1000
TRUST FUNDS	245,749-	2000
-----		
TOTAL POSITIONS.....	1.00-	
TOTAL PROG COMP.....	309,749-	
TOTAL SALARY RATE.....	87,169-	
=====		
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 LEASE OR LEASE-PURCHASE OF		
EQUIPMENT APPROPRIATION		33V0120
SPECIAL CATEGORIES		100000
LEASE/PURCHASE/EQUIPMENT		105281
HOTEL AND RESTAURANT TF -STATE	2,000-	2375 1
=====		

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AGENCY ISSUE NARRATIVE:  
 SCH VIIIIB-2 NARR 23-24 NARRATIVE:  
 PRIORITY #10

IT COMPONENT? NO

The Department of Business and Professional Regulation, Division of Hotels and Restaurants (Division) proposes a reduction of \$2,000 in the Lease/Purchase of Equipment category.

This reduction is equal to 10% of the overall category which is used to pay for copier leases and postage machines in the many different offices.

This reduction would have a significant impact on Division operations.

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COL A10  
SCH VIIIIB-2  
RED FY23-24  
POS AMOUNT CODES  
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BUSINESS/PROFESSIONAL REG 79000000  
PGM: HOTELS & RESTAURANTS 79200000  
COMPLIANCE AND ENFORCEMENT 79200100  
PUBLIC PROTECTION 12  
REGULATION AND LICENSING 1204.00.00.00  
PROGRAM REDUCTIONS 33V0000  
REDUCE OPERATING CAPITAL OUTLAY  
(OCO) APPROPRIATION 33V0150  
OPERATING CAPITAL OUTLAY 060000

HOTEL AND RESTAURANT TF -STATE 1,500- 2375 1  
=====

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AGENCY ISSUE NARRATIVE:  
SCH VIIIIB-2 NARR 23-24 NARRATIVE: IT COMPONENT? NO  
PRIORITY #6

The Department of Business and Professional Regulation, Division of Hotels and Restaurants (Division) proposes a reduction of \$1,500 in the Operating Capital Outlay (OCO) appropriation category. The Division's OCO appropriation is primarily used for the purchase of OnBase printers.

This reduction will have a minimal impact on Division operations.

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REDUCE SCHOOL TO CAREER GRANT  
APPROPRIATION 33V0380  
SPECIAL CATEGORIES 100000  
G/A-SCHOOL-TO-CAREER 100354

HOTEL AND RESTAURANT TF -STATE 70,670- 2375 1  
=====

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AGENCY ISSUE NARRATIVE:  
SCH VIIIIB-2 NARR 23-24 NARRATIVE: IT COMPONENT? NO  
PRIORITY #15

The Department of Business and Professional Regulation, Division of Hotels and Restaurants (Division) proposes a reduction of \$70,670 in the School to Career Grant category.

This is a contract that the Division holds with the Florida Restaurant and Lodging Association (FRLA) to provide education and services to support high school students transitioning into the hospitality industry. The budget authority is used to pay reimbursements to the FRLA for their services.



COL A10		
SCH VIIIIB-2		
RED FY23-24		
POS	AMOUNT	CODES
BUSINESS/PROFESSIONAL REG		79000000
PGM: HOTELS & RESTAURANTS		79200000
<u>COMPLIANCE AND ENFORCEMENT</u>		79200100
PUBLIC PROTECTION		12
<u>REGULATION AND LICENSING</u>		<u>1204.00.00.00</u>
PROGRAM REDUCTIONS		33V0000
REDUCE SCHOOL TO CAREER GRANT		
APPROPRIATION		33V0380

This reduction would have a moderate impact on Division operations.

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REDUCE INSPECTION STAFF IN THE		
BUREAU OF SANITATION AND SAFETY		33V1960
SALARY RATE		000000
SALARY RATE.....	1,598,685-	
	=====	
SALARIES AND BENEFITS		010000
	44.00-	
HOTEL AND RESTAURANT TF -STATE	2,550,708-	2375 1
	=====	
TOTAL: REDUCE INSPECTION STAFF IN THE		33V1960
BUREAU OF SANITATION AND SAFETY		
TOTAL POSITIONS.....	44.00-	
TOTAL ISSUE.....	2,550,708-	
TOTAL SALARY RATE.....	1,598,685-	
	=====	

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AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 23-24 NARRATIVE:  
 PRIORITY #64

IT COMPONENT? NO

The Department of Business and Professional Regulation, Division of Hotels and Restaurants (Division) proposes a reduction of forty-four (44) FTE and \$2,550,708 of 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 will eliminate forty-four (44) Sanitation and Safety Specialist FTE positions which would significantly compromise public safety and equate to approximately 34,540 less inspection activities being conducted annually. Of those positions twenty-two (22) are currently vacant and twenty-two (22) are filled.

This reduction would have a significant impact on Division operations.

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COL A10 SCH VIIIIB-2 RED FY23-24		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 RED FY23-24							
CHANGES TO CURRENTLY AUTHORIZED POSITIONS							
8888 SANITATION AND SAFETY SPECIALIST R3100 001	44.00-	1,598,685-		952,023-	2,550,708-	0.00	2,550,708-
TOTALS FOR ISSUE BY FUND							
2375 HOTEL AND RESTAURANT TF							2,550,708-
	44.00-	1,598,685-		952,023-	2,550,708-		2,550,708-

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EFFICIENCY SAVINGS ON MILEAGE REIMBURSEMENTS DUE TO THE PURCHASE OF ADDITIONAL VEHICLES FOR HOTEL AND RESTAURANT INSPECTION STAFF EXPENSES							33V4570 040000
HOTEL AND RESTAURANT TF -STATE	49,453-						2375 1

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AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 23-24 NARRATIVE: IT COMPONENT? NO  
 PRIORITY #12

The Department of Business and Professional Regulation, Division of Hotels and Restaurants (Division) proposes a reduction of \$49,453 in the Expense category.

COL A10		
SCH VIIIB-2		
RED FY23-24		
POS	AMOUNT	CODES
BUSINESS/PROFESSIONAL REG		79000000
PGM: HOTELS & RESTAURANTS		79200000
<u>COMPLIANCE AND ENFORCEMENT</u>		79200100
PUBLIC PROTECTION		12
<u>REGULATION AND LICENSING</u>		<u>1204.00.00.00</u>
PROGRAM REDUCTIONS		33V0000
EFFICIENCY SAVINGS ON MILEAGE		
REIMBURSEMENTS DUE TO THE PURCHASE		
OF ADDITIONAL VEHICLES FOR HOTEL		
AND RESTAURANT INSPECTION STAFF		33V4570

This reduction is in accordance with a 25% reduction in anticipated savings on fuel reimbursements resulting from an increase in acquisition of motor vehicles for all inspectors in the Division (issue code 2402400). The Division spends approximately \$197,809 annually on fuel reimbursements for inspectors whose vehicles were unavailable or being worked on. While the department will eventually be purchasing a total of 81 vehicles, it is not anticipated that all of those vehicles could be acquired in the first fiscal year. There will be another issue in the next fiscal year to further reduce the expense category to account for the remaining fuel savings as well to coincide with the remaining vehicles to purchase.

This reduction would have a minimal impact on Division operations.

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TOTAL: REGULATION AND LICENSING		<u>1204.00.00.00</u>
BY FUND TYPE		
44.00-		
TRUST FUNDS.....	2,674,331-	2000
SALARY RATE.....	1,598,685-	
=====		

COL A10		
SCH VIIIB-2		
RED FY23-24		
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 -		
BUREAU OF LAW ENFORCEMENT		33V2020
SALARY RATE		000000
SALARY RATE.....	956,439-	
	=====	
SALARIES AND BENEFITS		010000
	25.00-	
ALCOHOLIC, BEV, TOBACCO TF -STATE	1,589,660-	2022 1
	=====	
TOTAL: REDUCE STAFF IN THE DIVISION OF		33V2020
ALCOHOLIC BEVERAGES AND TOBACCO -		
BUREAU OF LAW ENFORCEMENT		
TOTAL POSITIONS.....	25.00-	
TOTAL ISSUE.....	1,589,660-	
TOTAL SALARY RATE.....	956,439-	
	=====	

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AGENCY ISSUE NARRATIVE:  
 SCH VIIIB-2 NARR 23-24 NARRATIVE: IT COMPONENT? NO  
 PRIORITY #55

The Department of Business and Professional Regulation, Division of Alcoholic Beverages and Tobacco (Division) proposes a reduction of twenty-five (25) FTE and \$1,589,660 of Salaries and benefits budget authority in the Bureau of Law Enforcement.

The Division's Bureau of Law Enforcement is responsible for the management of the division's law enforcement investigations and regulatory inspection programs. These responsibilities include: completing regulatory inspections at licensed premises, conducting license investigations, providing guidance and direction to licensees, and conducting criminal investigations pursuant to beverage and tobacco laws.

These eliminated positions include sworn and non-sworn members of the investigation unit in areas that have a high number of licensees (i.e. Orlando, Miami, Tampa, and Fort Meyers) which will greatly impact the number of investigations that the division will be able to conduct throughout the year. As well, due to the reduction in staff it could lead to restructuring within the division, possibly an office closure. This could lead to increasing costs due to increased travel and the costs associated with such.

This reduction would have a significant impact on Division operations.

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COL A10 SCH VIIIIB-2 RED FY23-24 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 - BUREAU OF LAW ENFORCEMENT		33V2020

POSITION DETAIL OF SALARIES AND BENEFITS:

	FTE	BASE RATE	ADDITIVES	BENEFITS	SUBTOTAL	LAPSE %	LAPSED SALARIES AND BENEFITS
A10 - SCH VIIIIB-2 RED FY23-24							
CHANGES TO CURRENTLY AUTHORIZED POSITIONS							
0712 ADMINISTRATIVE ASSISTANT II							
R3201 001	2.00-	62,640-		41,312-	103,952-	0.00	103,952-
8318 INVESTIGATION SPECIALIST II							
R3202 001	11.00-	380,473-		234,250-	614,723-	0.00	614,723-
8522 LAW ENFORCEMENT LIEUTENANT							
R3204 001	1.00-	47,061-		31,227-	78,288-	0.00	78,288-
8541 LAW ENFORCEMENT INVESTIGATOR II							
R3203 001	10.00-	418,479-		293,777-	712,256-	0.00	712,256-
8632 LAW ENFORCEMENT CAPTAIN							
R3205 001	1.00-	47,786-		32,655-	80,441-	0.00	80,441-
-----							
TOTALS FOR ISSUE BY FUND							
2022 ALCOHOLIC, BEV, TOBACCO TF							1,589,660-
	25.00-	956,439-		633,221-	1,589,660-		1,589,660-
	=====	=====	=====	=====	=====		=====

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TOTAL: REGULATION AND LICENSING							<u>1204.00.00.00</u>
BY FUND TYPE							
TRUST FUNDS.....	25.00-						2000
SALARY RATE.....		1,589,660-					
		956,439-					
	=====						

COL A10		
SCH VIIIIB-2		
RED FY23-24		
POS	AMOUNT	CODES
BUSINESS/PROFESSIONAL REG		79000000
PGM: ALCOHOL BEV & TOBACCO		79400000
<u>STANDARDS AND LICENSURE</u>		79400200
<u>PUBLIC PROTECTION</u>		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.....	388,174-	
	=====	
SALARIES AND BENEFITS		010000
	11.50-	
ALCOHOLIC, BEV, TOBACCO TF -STATE	635,723-	2022 1
	=====	
TOTAL: REDUCE STAFF IN THE DIVISION OF		33V2040
ALCOHOLIC BEVERAGES AND TOBACCO -		
LICENSING		
TOTAL POSITIONS.....	11.50-	
TOTAL ISSUE.....	635,723-	
TOTAL SALARY RATE.....	388,174-	
	=====	

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AGENCY ISSUE NARRATIVE:  
 SCH VIIIIB-2 NARR 23-24 NARRATIVE:  
 PRIORITY #56

IT COMPONENT? NO

The Department of Business and Professional Regulation, Division of Alcoholic Beverages and Tobacco (Division) proposes a reduction of eight and a half (11.5) FTE and \$635,723 of corresponding salaries and benefits budget authority.

These positions are one (1) Operation Analyst II, one (1) Regulatory Specialist I, three and a half (3.5) Regulatory Specialist II's, one (1) Regulatory Specialist III, three (3) Regulatory Supervisor/Consultant - SES, one (1) Senior Management Analyst II - SES, and one (1) Operation Review Specialist, in the Bureau of Licensing. A reduction to licensing staff will impact the processing times of applications for the issuance of licenses, permits, and registrations for the sale of alcoholic beverages and tobacco product, putting that workload then onto the remaining staff.

This reduction would have a significant impact on Division operations.

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COL A10 SCH VIIIIB-2 RED FY23-24 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

POSITION DETAIL OF SALARIES AND BENEFITS:

	FTE	BASE RATE	ADDITIVES	BENEFITS	SUBTOTAL	LAPSE %	LAPSED SALARIES AND BENEFITS
A10 - SCH VIIIIB-2 RED FY23-24							
CHANGES TO CURRENTLY AUTHORIZED POSITIONS							
0440 REGULATORY SPECIALIST I							
R3207 001	1.00-	31,320-		20,656-	51,976-	0.00	51,976-
0441 REGULATORY SPECIALIST II							
R3208 001	1.50-	46,980-		30,985-	77,965-	0.00	77,965-
R3215 001	2.00-	62,640-		41,226-	103,866-	0.00	103,866-
0444 REGULATORY SPECIALIST III							
R3209 001	1.00-	32,782-		20,942-	53,724-	0.00	53,724-
2212 OPERATIONS ANALYST II							
R3206 001	1.00-	32,781-		20,942-	53,723-	0.00	53,723-
2239 OPERATIONS REVIEW SPECIALIST							
R3212 001	1.00-	43,317-		23,003-	66,320-	0.00	66,320-
0442 REGULATORY SUPERVISOR/CONSULTANT - SES							
R3210 001	2.00-	69,177-		44,919-	114,096-	0.00	114,096-
R3216 001	1.00-	34,589-		22,417-	57,006-	0.00	57,006-
2225 SENIOR MANAGEMENT ANALYST II - SES							
R3211 001	1.00-	34,588-		22,459-	57,047-	0.00	57,047-
TOTALS FOR ISSUE BY FUND							
2022 ALCOHOLIC, BEV, TOBACCO TF							635,723-
	11.50-	388,174-		247,549-	635,723-		635,723-

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COL A10		
SCH VIIIIB-2		
RED FY23-24		
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		
	11.50-	
TRUST FUNDS.....	635,723-	2000
SALARY RATE.....	388,174-	
	=====	
<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.....	431,252-	
	=====	
SALARIES AND BENEFITS		010000
	11.00-	
ALCOHOLIC, BEV, TOBACCO TF -STATE	675,392-	2022 1
	=====	
TOTAL: REDUCE STAFF IN THE DIVISION OF		33V2050
ALCOHOLIC BEVERAGES AND TOBACCO -		
TAX COLLECTION		
TOTAL POSITIONS.....	11.00-	
TOTAL ISSUE.....	675,392-	
TOTAL SALARY RATE.....	431,252-	
	=====	

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AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 23-24 NARRATIVE:  
 PRIORITY #51

IT COMPONENT? NO

The Department of Business and Professional Regulation, Division of Alcoholic Beverages and Tobacco (Division) proposes a reduction of eleven (11) FTE and \$675,392 of Salaries and benefits budget authority in the Bureau of Auditing (Bureau).

The Division's Bureau is responsible for auditing the taxes paid and collected from both in state and out of state licensees. This is a statutory requirement that leads to over 13,000 audits a year. With current resources the Bureau still struggles to keep up with this work load and any reduction would severely hamper the division.



COL A10 SCH VIIIIB-2 RED FY23-24 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 positions included in this reduction are one (1) Tax Auditor IV that performs audits of out-of-state businesses; one (1) Senior Tax Specialist and nine (9) Tax Auditor III positions that currently performs audits in the Pensacola, Daytona Beach, Port St. Lucie, Destin, Gainesville, Ocala, Brooksville, Bradenton, and Sarasota areas - leaving 35 counties without an auditing presence. Due to the heightened workload already, the remaining work from this reduction could not be absorbed by the other staff and would lead to approximately 1,260 less audits annually.

This reduction would have a significant impact on Division operations.

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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 RED FY23-24							
CHANGES TO CURRENTLY AUTHORIZED POSITIONS							
1509 TAX AUDITOR III							
R3214 001	9.00-	347,196-		198,681-	545,877-	0.00	545,877-
1510 TAX AUDITOR IV							
R3213 001	1.00-	40,739-		22,499-	63,238-	0.00	63,238-
1705 SENIOR TAX SPECIALIST							
R3217 001	1.00-	43,317-		22,960-	66,277-	0.00	66,277-
-----							
TOTALS FOR ISSUE BY FUND							
2022 ALCOHOLIC, BEV, TOBACCO TF							675,392-
	11.00-	431,252-		244,140-	675,392-		675,392-
	=====	=====	=====	=====	=====		=====

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 COL A10  
 SCH VIIIIB-2  
 RED FY23-24  
 POS AMOUNT CODES  
 -----

BUSINESS/PROFESSIONAL REG 79000000  
 PGM: ALCOHOL BEV & TOBACCO 79400000  
TAX COLLECTION 79400300  
 PUBLIC PROTECTION 12  
REGULATION AND LICENSING 1204.00.00.00

TOTAL: REGULATION AND LICENSING 1204.00.00.00  
 BY FUND TYPE

11.00-  
 TRUST FUNDS..... 675,392- 2000  
 SALARY RATE..... 431,252-  
 =====

PGM: CONDOS, TIMESHARE, MOB HM 79800000  
COMPLIANCE AND ENFORCEMENT 79800100  
 PUBLIC PROTECTION 12  
REGULATION AND LICENSING 1204.00.00.00

PROGRAM REDUCTIONS 33V0000  
 REDUCE OTHER PERSONAL SERVICES  
 (OPS) APPROPRIATION 33V0100  
 OTHER PERSONAL SERVICES 030000

FL CONDO/TIMESHARE/MH TF -STATE 27,404- 2289 1  
 =====

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AGENCY ISSUE NARRATIVE:  
 SCH VIIIIB-2 NARR 23-24 NARRATIVE: IT COMPONENT? NO  
 PRIORITY #25

The Department of Business and Professional Regulation, Division of Condominiums, Timeshares, and Mobile Homes (division) proposes a reduction of \$27,404 in budget authority in the Other Personal Services (OPS) appropriation category. The division utilizes OPS appropriation for special projects. Based on prior year reversions and projected spending, the reduction of \$27,404 would leave \$10,000 in budget authority and have a moderate impact on Division operations.

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REDUCE STAFF IN THE DIVISION OF  
 FLORIDA CONDOMINIUMS, TIMESHARES  
 AND MOBILE HOMES - STANDARDS AND  
 REGISTRATION 33V1570  
 SALARY RATE 000000  
 SALARY RATE..... 315,137-  
 =====

COL A10		
SCH VIIIIB-2		
RED FY23-24		
POS	AMOUNT	CODES
		79000000
BUSINESS/PROFESSIONAL REG		79800000
PGM: CONDOS, TIMESHARE, MOB HM		79800100
<u>COMPLIANCE AND ENFORCEMENT</u>		12
PUBLIC PROTECTION		<u>1204.00.00.00</u>
<u>REGULATION AND LICENSING</u>		33V0000
PROGRAM REDUCTIONS		
REDUCE STAFF IN THE DIVISION OF		
FLORIDA CONDOMINIUMS, TIMESHARES		
AND MOBILE HOMES - STANDARDS AND		
REGISTRATION		33V1570
SALARIES AND BENEFITS		010000
	9.00-	
FL CONDO/TIMESHARE/MH TF -STATE	508,714-	2289 1
	=====	
TOTAL: REDUCE STAFF IN THE DIVISION OF		33V1570
FLORIDA CONDOMINIUMS, TIMESHARES		
AND MOBILE HOMES - STANDARDS AND		
REGISTRATION		
TOTAL POSITIONS.....	9.00-	
TOTAL ISSUE.....	508,714-	
TOTAL SALARY RATE.....	315,137-	
	=====	

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AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 23-24 NARRATIVE:  
 PRIORITY #59

IT COMPONENT? NO

The Department of Business and Professional Regulation, Division of Condominiums, Timeshares, and Mobile Homes (Division) proposes a reduction of nine (9) FTE and \$508,714 of Salaries and Benefits budget authority.

This issue would severely impact the Standards and Registration unit and would eliminate one (1) Real Estate Development Supervisor in the Timeshare section, three (3) Real Estate Development Specialist positions in the Timeshare section, three (3) Real Estate Development Specialist positions in the Mobile Home section, and two (2) Real Estate Development Specialist positions in the Condominium section. The Standards and Registration unit is responsible for the development process of condominiums, timeshares, and mobile homes. If this reduction is taken, workload will have to transferred to remaining staff.

This reduction would have a significant impact on Division operations.

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COL A10 SCH VIIIIB-2 RED FY23-24		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 STAFF IN THE DIVISION OF FLORIDA CONDOMINIUMS, TIMESHARES AND MOBILE HOMES - STANDARDS AND REGISTRATION		33V1570

POSITION DETAIL OF SALARIES AND BENEFITS:

	FTE	BASE RATE	ADDITIVES	BENEFITS	SUBTOTAL	LAPSE %	LAPSED SALARIES AND BENEFITS
A10 - SCH VIIIIB-2 RED FY23-24							
CHANGES TO CURRENTLY AUTHORIZED POSITIONS							
4482 REAL ESTATE DEVELOPMENT SPECIALIST							
R3302 001	8.00-	276,708-		170,364-	447,072-	0.00	447,072-
4484 REAL ESTATE DEVELOPMENT SPEC SUPV - SES							
R3301 001	1.00-	38,429-		23,213-	61,642-	0.00	61,642-
-----							
TOTALS FOR ISSUE BY FUND							
2289 FL CONDO/TIMESHARE/MH TF							508,714-
	9.00-	315,137-		193,577-	508,714-		508,714-
	=====	=====	=====	=====	=====		=====

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ELIMINATION OF TAMPA FIELD OFFICE - DIVISION OF FLORIDA CONDOMINIUMS, TIMESHARES AND MOBILE HOMES							33V1590
SALARY RATE							000000
SALARY RATE.....	351,179-						
	=====						
SALARIES AND BENEFITS							010000
FL CONDO/TIMESHARE/MH TF -STATE	7.00-	522,747-					2289 1
	=====	=====					

COL A10		
SCH VIIIB-2		
RED FY23-24		
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
ELIMINATION OF TAMPA FIELD OFFICE -		
DIVISION OF FLORIDA CONDOMINIUMS,		
TIMESHARES AND MOBILE HOMES		33V1590
TOTAL: ELIMINATION OF TAMPA FIELD OFFICE -		33V1590
DIVISION OF FLORIDA CONDOMINIUMS,		
TIMESHARES AND MOBILE HOMES		
TOTAL POSITIONS.....	7.00-	
TOTAL ISSUE.....	522,747-	
TOTAL SALARY RATE.....	351,179-	
	=====	

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AGENCY ISSUE NARRATIVE:

SCH VIIIB-2 NARR 23-24 NARRATIVE:  
 PRIORITY #60

IT COMPONENT? NO

The Department of Business and Professional Regulation, Division of Condominiums, Timeshares, and Mobile Homes (Division) proposes a reduction of seven (7) FTE and \$522,747 of Salaries and Benefits budget authority and eliminating the Tampa field Office.

The Division investigates condominium complaints through five (5) offices located in Tallahassee, Tampa, Orlando, Doral and Fort Lauderdale. This reduction would eliminate the Tampa Office including seven (7) FTE positions. Complaints ordinarily investigated by the Tallahassee office could be handled in the Tallahassee or the remaining field offices. This reduction would eliminate one (1) Administrative Assistant I (pay grade 015), five (5) Investigation Specialist II (pay grade 020) and one (1) Investigator Supervisor - SES). This reduction would require all cases to be moved to another office, thus reducing the efficiency in completing investigations on a timely basis. Of the investigative services provided by the Division, elimination of this field office would have the least impact on condominium owners directors and associations compared to the other field locations.

This reduction would have a significant impact on Division operations.

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COL A10 SCH VIIIIB-2 RED FY23-24 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
ELIMINATION OF TAMPA FIELD OFFICE - DIVISION OF FLORIDA CONDOMINIUMS, TIMESHARES AND MOBILE HOMES	33V1590

POSITION DETAIL OF SALARIES AND BENEFITS:

	FTE	BASE RATE	ADDITIVES	BENEFITS	SUBTOTAL	LAPSE %	LAPSED SALARIES AND BENEFITS
A10 - SCH VIIIIB-2 RED FY23-24							
CHANGES TO CURRENTLY AUTHORIZED POSITIONS							
0709 ADMINISTRATIVE ASSISTANT I							
R3305 001	1.00-	31,320-		20,656-	51,976-	0.00	51,976-
8318 INVESTIGATION SPECIALIST II							
R3304 001	5.00-	276,708-		126,774-	403,482-	0.00	403,482-
8354 INVESTIGATOR SUPERVISOR - SES							
R3303 001	1.00-	43,151-		24,138-	67,289-	0.00	67,289-
-----							
TOTALS FOR ISSUE BY FUND							
2289 FL CONDO/TIMESHARE/MH TF							522,747-
	7.00-	351,179-		171,568-	522,747-		522,747-
							=====

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TOTAL: REGULATION AND LICENSING							<u>1204.00.00.00</u>
BY FUND TYPE							
TRUST FUNDS.....	16.00-						2000
SALARY RATE.....		1,058,865-					
		666,316-					=====
TOTAL: BUSINESS/PROFESSIONAL REG							79000000
BY FUND TYPE							
GENERAL REVENUE FUND		146,518-					1000
TRUST FUNDS		15,297,660-					2000
							-----
TOTAL POSITIONS.....	168.00-						
TOTAL DEPARTMENT.....		15,444,178-					
TOTAL SALARY RATE.....		6,500,925-					=====