

729700 DIVISION OF ADMINISTRATIVE HEARINGS

20 2 021006 FUND NOT ON TITLE FILE

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

729700 DIVISION OF ADMINISTRATIVE HEARINGS

20 2 510150 OPERATING TRUST FUND-DOAH

G-L	G-L ACCOUNT NAME	BEGINNING BALANCE
CAT		
12100	UNRELEASED CASH IN STATE TREASURY	
000000	BALANCE BROUGHT FORWARD	829,931.17
12400	CASH IN STATE TREASURY UNVERIFIED	
001801	REIMBURSEMENTS	112.50
14100	POOLED INVESTMENTS WITH STATE TREASURY	
000000	BALANCE BROUGHT FORWARD	3,456,915.92
15100	ACCOUNTS RECEIVABLE	
001800	REFUNDS	4,809.30
15300	INTEREST AND DIVIDENDS RECEIVABLE	
000500	INTEREST	3,507.26
15700	FEES RECEIVABLE	
000100	FEES	0.00
001801	REIMBURSEMENTS	232.88
001905	SALE OF SERVICES OUTSIDE STATE GOVERNMENT	244.50
	** GL 15700 TOTAL	477.38
16300	DUE FROM OTHER DEPARTMENTS	
001500	TRANSFERS	0.00
16500	DUE FROM OTHER GOVERNMENTAL UNITS	
001801	REIMBURSEMENTS	83,868.93
16700	DUE FROM COMPONENT UNIT/PRIMARY	
001801	REIMBURSEMENTS	15,467.01
31100	ACCOUNTS PAYABLE	
040000	EXPENSES	105.00-
040000	CF EXPENSES	33,465.55-
100777	CONTRACTED SERVICES	0.00
100777	CF CONTRACTED SERVICES	18,080.71-
105281	LEASE/PURCHASE/EQUIPMENT	0.00
105281	CF LEASE/PURCHASE/EQUIPMENT	1,127.98-
	** GL 31100 TOTAL	52,779.24-
35300	DUE TO OTHER DEPARTMENTS	
000000	BALANCE BROUGHT FORWARD	7,953.65
040000	EXPENSES	7,272.54-
040000	CF EXPENSES	36,131.00-
100777	CONTRACTED SERVICES	165.76-
100777	CF CONTRACTED SERVICES	743.50-

729700 DIVISION OF ADMINISTRATIVE HEARINGS

20 2 510150 OPERATING TRUST FUND-DOAH

G-L	G-L ACCOUNT NAME	BEGINNING BALANCE
CAT		
310403	ASSESSMENT ON INVESTMENTS-DEPARTMENTAL USE	409.02-
	** GL 35300 TOTAL	36,768.17-
35600	DUE TO GENERAL REVENUE	
310322	SERVICE CHARGE TO GEN REV	4,732.31-
38600	CURRENT COMPENSATED ABSENCES LIABILITY	
000000	BALANCE BROUGHT FORWARD	1,485.82-
010000	SALARIES AND BENEFITS	18,823.79-
	** GL 38600 TOTAL	20,309.61-
54900	COMMITTED FUND BALANCE	
000000	BALANCE BROUGHT FORWARD	4,280,500.14-
94100	ENCUMBRANCES	
040000	CF EXPENSES	57,869.69
060000	CF OPERATING CAPITAL OUTLAY	97,537.14
100777	CONTRACTED SERVICES	17,052.00
100777	CF CONTRACTED SERVICES	133,851.14
103884	CF CONTRACTED LEGAL SERVICES	1,678.00
105281	CF LEASE/PURCHASE/EQUIPMENT	1,294.52
	** GL 94100 TOTAL	309,282.49
98100	BUDGETARY FND BAL RESERVED/ENCUMBRANCE	
040000	CF EXPENSES	57,869.69-
060000	CF OPERATING CAPITAL OUTLAY	97,537.14-
100777	CONTRACTED SERVICES	17,052.00-
100777	CF CONTRACTED SERVICES	133,851.14-
103884	CF CONTRACTED LEGAL SERVICES	1,678.00-
105281	CF LEASE/PURCHASE/EQUIPMENT	1,294.52-
	** GL 98100 TOTAL	309,282.49-
	*** FUND TOTAL	0.00

DIVISION OF ADMINISTRATIVE HEARINGS

SCHEDULE I SERIES

OPERATING TRUST FUND

SCHEDULE I
TRUST FUNDS AVAILABLE

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

Methodology:

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

Identify positions performing administrative functions shared by both budget entities.

Identify the costs associated with these administrative functions.

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

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

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

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

FY 22-23 Base Budgets

Adjudication of Disputes – 34%

Workers' Compensation Claims Court – 66%

SCHEDULE I
TRUST FUNDS AVAILABLE

FY 2023-2024
SUPPORTING NARRATIVE

COMPUTATION OF COST FOR GENERAL MANAGEMENT AND ADMINISTRATIVE SERVICES

729701 ADJUDICATION OF DISPUTES		34%				HR &		CONTRACTED	
ADMIN FUNCTION	POS TITLE	POS#	INCUMBENT	SALARY	BENEFITS	S/B TOTAL	EXP PKG	SERVICES	TOTAL
Administration	Director of Administration	2842	Newman, B	\$ 140,000	\$ 76,620	\$ 216,620	\$ 6,711		\$ 223,331
Administration	Admin Assist II-SES	3151	Berg, H	\$ 56,905	\$ 32,809	\$ 89,714	\$ 5,599		\$ 95,313
Administration	Admin Asst I-SES	2805	Devall, A	\$ 38,991	\$ 29,299	\$ 68,290	\$ 5,599		\$ 73,889
Administration	Op & Mgmt Consultant II SES	3143	Henry, O	\$ 40,740	\$ 23,623	\$ 64,363	\$ 5,599		\$ 69,962
Administration	Admin Assist III-SES	3403	Vacant	\$ 36,357	\$ 22,763	\$ 59,120	\$ 5,599		\$ 64,719
Administration	Admin Assist II-SES	3416	Copper, K	\$ 48,389	\$ 31,141	\$ 79,530	\$ 5,599		\$ 85,129
Executive Direction	Dir & Chief Judge-DOAH	2646	Vacant	\$ 140,000	\$ 76,620	\$ 216,620	\$ 6,711		\$ 223,331
Executive Direction	Exec Asst I - SES	2771	Vacant	\$ 33,194	\$ 6,506	\$ 39,700	\$ 2,799		\$ 42,499
Finance & Acct	Accountant II	2816	Vacant	\$ 37,094	\$ 27,112	\$ 64,206	\$ 5,599		\$ 69,805
Finance & Acct	Accountant III	2741	Clary, S	\$ 39,201	\$ 27,524	\$ 66,725	\$ 6,711		\$ 73,436
Finance & Acct	Accountant III - SES	3408	Fead, L	\$ 42,447	\$ 20,863	\$ 63,310	\$ 5,599		\$ 68,909
Finance & Acct	Sr Professional Accountant	3505	Kirkland, B	\$ 53,744	\$ 30,368	\$ 84,112	\$ 5,599		\$ 89,711
Human Resources	Human Resource Mgr-SES	2843	Wood, S	\$ 67,443	\$ 34,874	\$ 102,317	\$ 6,711		\$ 109,028
Human Resources	Personnel Tech II-SES	3463	Hattaway, D	\$ 33,722	\$ 28,266	\$ 61,988	\$ 5,599		\$ 67,587
Information Tech	Data Base Admin-SES	2845	Russell, J	\$ 85,621	\$ 38,438	\$ 124,059	\$ 6,711		\$ 130,770
Information Tech	Dist Comp Sys Analyst-SES	3412	Rioux, S	\$ 61,120	\$ 33,636	\$ 94,756	\$ 5,599		\$ 100,355
Information Tech	App Sys Programmer II	2654	Thanasekar, J	\$ 52,100	\$ 30,047	\$ 82,147	\$ 5,599		\$ 87,746
Information Tech	Dist Comp Sys Admin-SES	3422	Reynolds, W	\$ 70,568	\$ 23,536	\$ 94,104	\$ 5,599		\$ 99,703
Information Tech	Dist Comp Sys Analyst-SES	3400	Arroyave, G	\$ 52,690	\$ 31,984	\$ 84,674	\$ 5,599		\$ 90,273
Information Tech	Dist Comp Sys Analyst-SES	3423	Harris, A	\$ 52,690	\$ 31,984	\$ 84,674	\$ 5,599		\$ 90,273
Information Tech	VI Systems	-	-	\$ -	\$ -	\$ -	\$ -	\$ 150,360	\$ 150,360
Planning & Budget	Budget Officer	2801	Ardoin, C	\$ 87,484	\$ 38,803	\$ 126,287	\$ 6,711		\$ 132,998
Procurement	Operations Manager C-SES	2434	Kenyon, P	\$ 72,712	\$ 23,956	\$ 96,668	\$ 6,711		\$ 103,379
Procurement	Admin Assist II	3406	Plummer, J	\$ 46,578	\$ 15,511	\$ 62,089	\$ 5,599		\$ 67,688
Procurement	Admin Assist II	3425	Roberts, R	\$ 48,952	\$ 32,706	\$ 81,658	\$ 5,599		\$ 87,257
TOTALS				\$ 1,389,790	\$ 736,283	\$ 2,126,073	\$ 133,752		\$2,497,441
66% of Administrative Costs - COST TO BE RECOVERED FROM THE OJCC									\$1,648,311

SCHEDULE I
TRUST FUNDS AVAILABLE

SUPPORTING NARRATIVE - SECTION III ADJUSTMENTS
OPERATING TRUST FUND

Following are descriptions of the adjustments included in the Schedule I, Columns A01 and A02, Section III, of the Division's FY 2023-24 Legislative Budget Request:

COLUMN A01: ACTUAL PRIOR YEAR - FY 2021-22

01 September 30, 2021 Operating Reversions - DOAH

Per FY 2023-24 Legislative Budget Request instructions, the adjustment of \$62,092 is necessary to include September 30, 2021 operating reversions for the Adjudication of Disputes Program. The adjustment has a positive impact on the fund balance.

02 September 30, 2021 Operating Reversions - JCCs

Per FY 2023-24 Legislative Budget Request instructions, the adjustment of \$56,355 is necessary to include September 30, 2021 operating reversions for the Workers' Compensation Claims Court Program. The adjustment has a positive impact on the fund balance.

03 Prior-Year Compensated Absences – DOAH

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

04 SWFS B7297302 - Prior-Year Compensated Absences – DOAH

Per statewide financial reporting requirements, the adjustment of \$7,939 is necessary to correct the reversal of the prior-year compensated absences for the Adjudication of Disputes Program. The adjustment has a positive impact on the fund balance.

05 SWFS B7297301 – Fees Collected – DOAH

Per statewide financial reporting requirements, the adjustment of \$15 is necessary to correct the recording of fees collected for the Adjudication of Disputes Program. The adjustment has a positive impact on the fund balance.

06 Close Prior-Year SWFS Adjustment - DOAH

Per statewide financial reporting requirements, the adjustment of (\$40,000) is necessary to record a correction to the FY 2019-20 non-certified forward payables for the Adjudication of Disputes Program. This was an adjustment on the FY 2022-23 Schedule IC reconciliation. The adjustment has a negative impact on the fund balance.

07 SWFS B7297309 – Due to Other Departments – DOAH

Per statewide financial reporting requirements, the adjustment of (\$43,521) is necessary to correct the recording of amounts due to other departments for the Adjudication of Disputes Program. The adjustment has a negative impact on the fund balance.

08 SWFS B7297304 – Due to Other Departments – JCCS

Per statewide financial reporting requirements, the adjustment of (\$582) is necessary to correct the recording of amounts due to other departments for the Workers' Compensation Claims Court Program. The adjustment has a negative impact on the fund balance.

09 Close Prior Year Non-Certified Forward Payables - DOAH

Per statewide financial reporting requirements, the adjustment of \$7,543 is necessary to record the prior year non-certified forward payables. The adjustment has a positive impact on the fund balance.

10 Close COVID-19 Accounts Receivable - DOAH

Per statewide financial reporting requirements, the adjustment of (\$79,833) is necessary to record the FY 2020-21 receivable for COVID-19 funds. The adjustment has a negative impact on the fund balance.

11 Prior-Year Certified Forward Encumbrances - DOAH

Per statewide financial reporting requirements, the adjustment of (\$84,826) is necessary to record the FY 2020-21 certified forward encumbrances for the Adjudication of Disputes Program. The adjustment has a negative impact on the fund balance.

12 Prior-Year Certified Forward Encumbrances - JCCs

Per statewide financial reporting requirements, the adjustment of (\$217,008) is necessary to record the FY 2020-21 certified forward encumbrances for the Workers' Compensation Claims Court Program. The adjustment has a negative impact on the fund balance.

15 Rounding - To Balance with June 30, 2022 Unreserved Fund Balance - DOAH

The adjustment of (\$2) is necessary to balance with the June 30, 2022 unreserved fund balance for the Adjudication of Disputes Program.

16 Rounding - To Balance with June 30, 2022 Unreserved Fund Balance - JCCs

The adjustment of (\$1) is necessary to balance with the June 30, 2022 unreserved fund balance for the Workers' Compensation Claims Court Program.

COLUMN A02: CURRENT YEAR ESTIMATED - FY 2022-23

17 Record September 30, 2022 Operating Reversions - DOAH

Per FY 2023-24 Legislative Budget Request instructions, this adjustment is necessary to record the September 30, 2022 operating reversions for the Adjudication of Disputes program.

18 Record September 30, 2022 Operating Reversions - JCCs

Per FY 2023-24 Legislative Budget Request instructions, this adjustment is necessary to record the September 30, 2022 operating reversions for the Workers' Compensation Claims Court program.

SCHEDULE I
TRUST FUNDS AVAILABLE

SUPPORTING NARRATIVE
REVENUE ESTIMATING METHODOLOGIES
OPERATING TRUST FUND

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

COLUMN A02: CURRENT YEAR ESTIMATED REVENUES - FY 2022-23

Lines 1 – 28: Transfers from State Agencies – Adjudication of Disputes

These revenues represent transfers from state agencies to the Division of Administrative Hearings (DOAH) to support the Adjudication of Disputes Program. These transfers are appropriated in the FY 2022-23 General Appropriations Act (Chapter 2022-156, Laws of Florida) and total \$7,830,619.

Line 29: Transfers of Application Fees from the Department of Environmental Protection for Cases Filed Pursuant to Chapter 403, Florida Statutes - Adjudication of Disputes

Pursuant to Chapter 403, Florida Statutes, the Department of Environmental Protection (DEP) transfers to DOAH a portion of the application fees that it collects in electrical power plant siting, transmission line siting, and natural gas transmission pipeline siting cases. These fees are paid when DEP refers a case to DOAH, and if land use, certification, and other administrative hearings are held. The estimate of \$5,821 is based on the average received over the past three fiscal years.

Line 30: Transfer from State Agency – Workers’ Compensation Claims Court

This estimate represents the transfer from the Department of Financial Services to DOAH to support the Workers’ Compensation Claims Court – Judges of Compensation Claims Program. This transfer totals \$21,433,522 and covers the operating and nonoperating costs of this program, calculated as follows:

\$19,836,280	Operating budget
+ 1,597,242	Nonoperating general management and administrative assessment
\$21,433,522	Total estimated transfer from the Department of Financial Services
=====	

Line 31: Sale of Services - Outside State - Adjudication of Disputes

The estimate of \$3,153 represents revenue from nonstate entities for the preparation of records on appeal. This amount is based on average collections from the prior five fiscal years.

Line 32: Sale of Services - Outside State - Workers' Compensation Claims Court

The estimate of \$15,000 represents revenue from nonstate entities for the preparation of records on appeal. This amount is based on average collections from the prior five fiscal years, adjusted for recent changes in the process of preparing records on appeal. The collections are expected to decrease from FY 2021-22 because transcription services have been privatized.

Line 33: Refunds – Adjudication of Disputes

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

Line 34: Refunds – Workers’ Compensation Claims Court

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

Line 35: Tenant Broker Commission – Workers’ Compensation Claims Court

Tenant broker commissions totaling \$42,960 were received in FY 2021-22, however, the amount cannot be predicted for FY 2022-23, therefore these funds were not carried forward to subsequent fiscal years.

Line 36: Reimbursements – Adjudication of Disputes

The estimate of \$479,402 represents revenue from nonstate entities, including the Florida Birth-Related Neurological Injury Compensation Association, for Administrative Law Judge services, travel, video conferencing and copies of records to be made to the Adjudication of Disputes Program. This amount is based on the average collections over the past three fiscal years.

Line 37: Reimbursements – Workers’ Compensation Claims Court

The estimate of \$1,013 represents reimbursements to be made to the Workers’ Compensation Claims Court Program. This amount is based on average collections from the prior five fiscal years.

Line 38: Fees – Adjudication of Disputes

Fees collected by the Adjudication of Disputes program include fees related to the Neurological Injury Compensation Act (\$15 per case) and the Florida Construction Materials Mining Activities Administrative Recovery Act (a person may initiate an administrative proceedings to recover damages resulting from the use of explosives in connection with construction materials mining activities by filing a petition with DOAH on a form provided by the division and accompanied by a filing fee of \$100 within 180 days after the occurrence of the alleged damage). The estimate of \$815 is based on average collections from the prior five fiscal years.

Line 40: Interest on Investments - Adjudication of Disputes

In FY 2021-22, interest earnings totaling \$95,678 represent .4637% of the total funds invested that year. These earnings are prorated among DOAH’s two programs using a formula based on funds available for investing, as well as actual investments made. \$17,100,000 was invested in FY 2022-23; it is estimated that will earn \$79,307 or .4637%. This program’s share of these earnings is estimated at \$22,263 and represents .1301% of the total funds invested. In future years, the interest will be earned and recorded by budget entity to reflect the implementation of the Planning, Accounting and Ledger Management (PALM) project.

Line 41: Interest on Investments – Workers’ Compensation Claims Court

In FY 2021-22, interest earnings totaling \$95,678 represent .4637% of the total funds invested that year. These earnings are prorated among DOAH’s two programs using a formula based on funds available for investing, as well as actual investments made. \$17,100,000 was invested in FY 2022-23; it is estimated that will earn \$79,307 or .4637%. This program’s share of these earnings is estimated at \$57,043 and represents .3335% of the total funds invested. In future years, the interest will be earned and recorded by budget entity to reflect the implementation of the Planning, Accounting and Ledger Management (PALM) project.

COLUMN A03: AGENCY REQUEST – FY 2023-24

Lines 1 – 28: Transfers from State Agencies – Adjudication of Disputes

These revenues represent transfers from state agencies to the Division of Administrative Hearings to support the Adjudication of Disputes Program. The Division’s budget, as adjusted below, is prorated among these agencies based on the number of cases filed FY 2021-22. The total amount prorated among the agencies is \$10,648,111 and is calculated as follows:

\$16,087,425	Total FY 2023-24 Legislative Budget Request
(2,080,157)	Less: Estimated Revenue from Fees, Nonstate, State Contract Entities, Citizens Property Corporation & NICA
(2,205,025)	Less: Estimated Revenue from the Public Employees Relations Commission (PERC) Transfer & reclassification of hearing officers
(1,648,311)	Less: Estimated Cost For Providing General Management and Administrative Services to the Workers’ Compensation Claims Court Program
(5,821)	Less: Estimated Revenue from Application Fees for Cases Filed Pursuant to Chapter 403, Florida Statutes
\$10,648,111	Total Amount Prorated Among State Agencies

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Line 29: Transfers of Application Fees from the Department of Environmental Protection for Cases Filed Pursuant to Chapter 403, Florida Statutes - Adjudication of Disputes

Pursuant to Chapter 403, Florida Statutes, the Department of Environmental Protection (DEP) transfers to DOAH a portion of the application fees that it collects in electrical power plant siting, transmission line siting, and natural gas transmission pipeline siting cases. These fees are paid when DEP refers a case to DOAH, and if land use, certification, and other administrative hearings are held. The estimate of \$5,821 is based on the average received over the past three fiscal years.

Line 30: Transfer from State Agency – Workers’ Compensation Claims Court

This estimate represents the transfer from the Department of Financial Services to DOAH to support the Workers’ Compensation Claims Court – Judges of Compensation Claims Program. This transfer totals \$21,742,804 and covers the operating and nonoperating costs of this program, calculated as follows:

\$20,094,493	Operating budget
+ 1,648,311	Nonoperating general management and administrative assessment
\$21,742,804	Total estimated transfer from the Department of Financial Services

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Line 31: Sale of Services - Outside State - Adjudication of Disputes

The estimate of \$3,153 represents revenue from nonstate entities for the preparation of records on appeal. This amount is based on average collections from the prior five fiscal years.

Line 32: Sale of Services - Outside State - Workers’ Compensation Claims Court

The estimate of \$15,000 represents revenue from nonstate entities for the preparation of records on appeal. This amount is based on average collections from the prior five fiscal years, adjusted for

recent changes in the process of preparing records on appeal. The collections are expected to decrease from FY 2021-22 because transcription services have been privatized.

Line 33: Refunds – Adjudication of Disputes

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

Line 34: Refunds – Workers’ Compensation Claims Court

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

Line 35: Tenant Broker Commission – Workers’ Compensation Claims Court

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

Line 36: Reimbursements – Adjudication of Disputes

The estimate of \$2,080,157 represents revenue from nonstate entities, including the Florida Birth-Related Neurological Injury Compensation Association and Citizens Property Insurance Corporation (CPI), for Administrative Law Judge services, travel, video conferencing and copies of records to be made to the Adjudication of Disputes Program. This amount is based on the average collections over the past three fiscal years, plus the estimated cost of five administrative law judges and three support staff to adequately respond to cases referred from CPI.

Line 37: Reimbursements – Workers’ Compensation Claims Court

The estimate of \$1,013 represents reimbursements to be made to the Workers’ Compensation Claims Court Program. This amount is based on average collections from the prior five fiscal years.

Line 38: Fees – Adjudication of Disputes

Fees collected by the Adjudication of Disputes program include fees related to the Neurological Injury Compensation Act (\$15 per case) and the Florida Construction Materials Mining Activities Administrative Recovery Act (a person may initiate an administrative proceedings to recover damages resulting from the use of explosives in connection with construction materials mining activities by filing a petition with DOAH on a form provided by the division and accompanied by a filing fee of \$100 within 180 days after the occurrence of the alleged damage). The estimate of \$815 is based on average collections from the prior five fiscal years.

Line 39: Department of Management Services – Public Employees Relations Commission (PERC) Transfer

The requested transfer of labor and employment disputes from PERC to DOAH in FY 2023-24 includes eight hearing officers and three staff at current salary and benefit levels. In addition, DOAH is proposing to reclassify the hearing officers to ALJs, necessitating additional funding to support this initiative. The anticipated transfer from PERC is estimated to be \$2,205,025.

Line 40: Interest on Investments - Adjudication of Disputes

In FY 2021-22, interest earnings totaling \$95,678 represent .4637% of the total funds invested that year. These earnings are prorated among DOAH’s two programs using a formula based on funds available for investing, as well as actual investments made. Using this formula, it is estimated that \$26,848,288 will be invested in FY 2023-24, earning \$124,517 or .4637%. This program’s share of these earnings is estimated at \$49,650 and represents .1849% of the total funds invested. In future

years, the interest will be earned and recorded by budget entity to reflect the implementation of the Planning, Accounting and Ledger Management (PALM) project.

Line 41: Interest on Investments – Workers’ Compensation Claims Court

In FY 2021-22, interest earnings totaling \$95,678 represent .4637% of the total funds invested that year. These earnings are prorated among DOAH’s two programs using a formula based on funds available for investing, as well as actual investments made. Using this formula, it is estimated that \$26,848,288 will be invested in FY 2023-24, earning \$124,517 or .4637%. This program’s share of these earnings is estimated at \$74,867 and represents .2788% of the total funds invested. In future years, the interest will be earned and recorded by budget entity to reflect the implementation of the Planning, Accounting and Ledger Management (PALM) project.

6/30/2022

CASES FILED REPORT
FY 2021-2022
For the Period 7/1/2021 through 6/30/2022

AGENCY/CASES FILED JULY 1, 2021 - June 30, 2022	FY 2021-22 CASES FILED June 30, 2022	PROPOSED FY 2023-24 TRANSFER AMOUNT	FY 2022-23 TRANSFER	CHANGE FROM FY 2022-23
Agency for Health Care Admin	99	\$405,073	\$296,966	\$108,107
Agency for Persons with Disabilities	6	\$24,550	\$48,157	(\$23,607)
Agriculture	17	\$69,558	\$66,884	\$2,674
Business & Prof Reg	18	\$73,650	\$133,769	(\$60,119)
Children & Families	42	\$171,849	\$184,601	(\$12,752)
- Baker Act Hearings	1,297	\$500,000	\$500,000	\$0
Corrections	1	\$4,092	\$2,675	\$1,417
Economic Opportunity (Including FHF)	25	\$102,291	\$58,858	\$43,433
Education	124	\$507,365	\$275,564	\$231,801
Elections Commission	1	\$4,092	\$2,675	\$1,417
Environmental Protection	44	\$180,033	\$123,067	\$56,966
Ethics	51	\$208,674	\$66,884	\$141,790
Financial Services	39	\$159,574	\$157,847	\$1,727
- OFR	1	\$4,092	\$5,351	(\$1,259)
- OIR	1	\$4,092	\$2,675	\$1,417
Fish & Wildlife	18	\$73,650	\$48,157	\$25,493
Gaming Control Commission	5	\$20,458	\$0	\$20,458
Governor (DEM, FLWAC)	4	\$16,366	\$5,351	\$11,015
Health	86	\$351,882	\$353,149	(\$1,267)
Highway Safety & Motor Veh	22	\$90,016	\$69,560	\$20,456
Juvenile Justice	6	\$24,550	\$2,675	\$21,875
Law Enforcement	4	\$16,366	\$5,351	\$11,015
Mgmt Svcs General/Admin	1	\$4,092	\$18,728	(\$14,636)
- Comm on Human Relations	132	\$540,098	\$484,243	\$55,855
- State Group Insurance	4	\$16,366	\$18,728	(\$2,362)
- Retirement	7	\$28,642	\$21,403	\$7,239
Public Service Commission	2	\$8,183	\$0	\$8,183
DOR	23	\$94,108	\$40,131	\$53,977
- Child Support (72% of cases=1,561)	2,168	\$6,387,066	\$4,780,988	\$1,606,078
State	0	\$0	\$2,675	(\$2,675)
Transportation	14	\$57,283	\$50,832	\$6,451
Veterans' Affairs	0	\$0	\$2,675	(\$2,675)
TOTAL CASES FILED	4,262	\$10,148,111	\$7,830,619	\$2,317,490

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

Prior to prorating among state agencies, DOAH's Adjudication of Disputes program FY 2023-24 Legislative Budget Request totalling \$16,087,425 was adjusted to reflect \$2,205,025 in revenue from PERC, estimated revenue of \$2,080,157 from contract entities & NICA, payment of \$1,648,311 from the Workers' Compensation Claims Court Program for administrative services costs to both budget entities, and estimated revenue of \$5,821 from cases filed pursuant to Chapter 403, Florida Statutes.

SCHEDULE I
TRUST FUNDS AVAILABLE

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

The following five percent trust fund reserve calculation is based on the "General Policy Guidelines for Reserving 5 Percent of State Trust Funds" contained in the FY 2023-24 Legislative Budget Request instructions:

Total Revenues for Fiscal Year 2022-23:	\$29,848,652
Less Assessments from State Agencies for Administrative Law Judge Services	(7,836,440)
Less Assessments from Outside Entities for Administrative Law Judge Services	(483,370)
Less Operating Transfer to Department of Financial Services for Risk Management Insurance	(63,835)
Less Operating Transfer to Department of Management Services for Human Resources Services Contract	(74,005)
Less Nonoperating Assessments on Investments	(11,278)
Less Nonoperating Service Charge to General Revenue	<u>(7,862)</u>
 Total Revenue Subject to 5% Reserve Calculation	 <u>\$21,371,862</u>
 Multiplied by 5%	 <u>X .05</u>
 Total 5% Reserve for Operating Trust Fund	 <u>\$ 1,068,593</u>

Pursuant to the guidelines, the Adjudication of Disputes program is exempt from the requirement that it set aside a five percent reserve because it is supported by assessments from other state agencies and entities for the provision of administrative law judge services. Therefore, the total reserve of \$1,068,593 is applied to the Workers' Compensation Claims Court program.

This reserve of \$1,068,593 will reduce the June 30, 2024 available cash balance to \$156,278 for the Workers' Compensation Claims Court program. Barring any unforeseen extraordinary emergencies that may arise in FY 2023-24, this balance should be sufficient to support any interim budget amendments that may be necessary that year.

The year-end balance of the Division's Trust Fund does not exceed 50 percent of appropriations in FY 2021-22, FY 2022-23, or FY 2023-24.

**Executive Office of the Governor
Inter-Agency Transfers Reported on Schedule I**

Agency Name Division of Administrative Hearings

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

Fund Name and Number : Operating Trust Fund 2510

Transfers In <small>(Provide Agency and Fund Number Received From)</small>	Transfer In Revenue Category	Amount			Transfer Out Expenditure Category	Confirmed By/Date
		FY 21-22 (A01)	FY 22-23 (A02)	FY 23-24 (A03)		
Department of Financial Services 2795	001500	19,997,673.00	21,433,522.00	21,742,804.00	181117	A01 Mikaela Boatright 9/8/2022
						A02, A03 Sarah Goodman 10/10/2022
Transfers Out (Operating and Non-Operating) <small>(Provide Agency and Fund Number Transferred To)</small>	Transfer Out Expenditure Category	Amount			Transfer In Revenue Category	Confirmed By/Date
		FY 21-22 (A01)	FY 22-23 (A02)	FY 23-24 (A03)		
Department of Financial Services 2795	180600	697,008.00	1,375,676.00		001500	A01 Mikaela Boatright 9/8/2022
						A02 Sarah Goodman 10/10/2022

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Budget Period: 2023 - 2024

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

	Balance as of 6/30/2022		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	\$829,931.17	(A)		\$829,931.17
ADD: Other Cash (See Instructions)	\$112.50	(B)		\$112.50
ADD: Investments	\$3,456,915.92	(C)		\$3,456,915.92
ADD: Outstanding Accounts Receivable	\$108,129.88	(D)	\$0.00	\$108,129.88
ADD:	\$0.00	(E)		\$0.00
Total Cash plus Accounts Receivable	\$4,395,089.47	(F)	\$0.00	\$4,395,089.47
LESS: Allowances for Uncollectibles	\$0.00	(G)		\$0.00
LESS: Approved "A" Certified Forwards	(\$89,548.74)	(H)	\$0.00	(\$89,548.74)
Approved "B" Certified Forwards	(\$292,230.49)	(H)		(\$292,230.49)
Approved "FCO" Certified Forwards	\$0.00	(H)		\$0.00
LESS: Other Accounts Payable (Nonoperating)	(\$5,141.33)	(I)		(\$5,141.33)
LESS:	\$0.00	(J)		\$0.00
Unreserved Fund Balance, 07/01/22	\$4,008,168.91	(K)	\$0.00	\$4,008,168.91 **

Notes:

*SWFS = Statewide Financial Statement

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

RECONCILIATION: BEGINNING TRIAL BALANCE TO SCHEDULE I and IC

Budget Period:	2023 - 2024
Department Title:	<u>DMS/Division of Administrative Hearings</u>
Trust Fund Title:	<u>Operating Trust Fund</u>
LAS/PBS Fund Number:	<u>2510</u>

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/22	
Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	<input type="text" value="(4,280,500.14)"/> (A)
Subtract Nonspendable Fund Balance (GLC 56XXX)	<input type="text" value="0.00"/> (B)
Add/Subtract Statewide Financial Statement (SWFS) Adjustments :	
SWFS Adjustment # and Description	<input type="text" value="0.00"/> (C)
SWFS Adjustment # and Description	<input type="text" value="0.00"/> (C)
Add/Subtract Other Adjustment(s):	
Approved "B" Carry Forward (Encumbrances) per LAS/PBS	<input type="text" value="292,230.49"/> (D)
Approved "C" Carry Forward Total (FCO) per LAS/PBS	<input type="text" value="0.00"/> (D)
A/P not C/F-Operating Categories	<input type="text" value="410.35"/> (D)
Current Compensated Absences Liability	<input type="text" value="(20,309.61)"/> (D)
Non-C/F Accounts Payable	<input type="text" value="0.00"/> (D)
	<input type="text" value="0.00"/> (D)
ADJUSTED BEGINNING TRIAL BALANCE:	<input type="text" value="(4,008,168.91)"/> (E)
UNRESERVED FUND BALANCE, SCHEDULE IC (Line I)	<input type="text" value="4,008,168.91"/> (F)
DIFFERENCE:	<input type="text" value="0.00"/> (G)*

***SHOULD EQUAL ZERO.**