

COL A10		
SCH VIIIIB-2		
RED FY24-25		
POS	AMOUNT	CODES
BUSINESS/PROFESSIONAL REG		79000000
PGM: OFFICE/SEC & ADMIN		79010000
<u>EXECUTIVE DIR/SUPPORT SVCS</u>		79010200
GOV OPERATIONS/SUPPORT		16
<u>EXEC LEADERSHIP/SUPPRT SVC</u>		<u>1602.00.00.00</u>
PROGRAM REDUCTIONS		33V0000
REDUCE STAFF IN THE DIVISION OF		
ADMINISTRATION AND FINANCIAL		
MANAGEMENT'S BUREAU OF HUMAN		
RESOURCES		33V1560
SALARY RATE		000000
SALARY RATE.....	83,432-	
	=====	
SALARIES AND BENEFITS		010000
	2.00-	
ADMINISTRATIVE TRUST FUND -STATE	132,530-	2021 1
	=====	
TOTAL: REDUCE STAFF IN THE DIVISION OF		33V1560
ADMINISTRATION AND FINANCIAL		
MANAGEMENT'S BUREAU OF HUMAN		
RESOURCES		
TOTAL POSITIONS.....	2.00-	
TOTAL ISSUE.....	132,530-	
TOTAL SALARY RATE.....	83,432-	
	=====	

AGENCY ISSUE NARRATIVE:
 SCH VIIIIB-2 NARR 24-25 NARRATIVE:
 PRIORITY #44

IT COMPONENT? NO

The Department of Business and Professional Regulation (Department), proposes a reduction of two (2) positions and \$132,530 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.

COL A10		
SCH VIIIIB-2		
RED FY24-25		
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

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.

POSITION DETAIL OF SALARIES AND BENEFITS:

	FTE	BASE RATE	ADDITIVES	BENEFITS	SUBTOTAL	LAPSE %	LAPSED SALARIES AND BENEFITS
A10 - SCH VIIIIB-2 RED FY24-25							
CHANGES TO CURRENTLY AUTHORIZED POSITIONS							
0169 PERSONNEL TECHNICIAN III/CBJA -SES							
R1110 001	1.00-	34,420-		22,998-	57,418-	0.00	57,418-
0180 HUMAN RESOURCE SPECIALIST/LR-SES							
R1111 001	1.00-	49,012-		26,100-	75,112-	0.00	75,112-

TOTALS FOR ISSUE BY FUND							
2021 ADMINISTRATIVE TRUST FUND							132,530-
	2.00-	83,432-		49,098-	132,530-		132,530-
	=====	=====	=====	=====	=====		=====

COL A10		
SCH VIIIIB-2		
RED FY24-25		
POS	AMOUNT	CODES
BUSINESS/PROFESSIONAL REG		79000000
PGM: OFFICE/SEC & ADMIN		79010000
<u>EXECUTIVE DIR/SUPPORT SVCS</u>		79010200
GOV OPERATIONS/SUPPORT		16
<u>EXEC LEADERSHIP/SUPPRT SVC</u>		<u>1602.00.00.00</u>
PROGRAM REDUCTIONS		33V0000
REDUCE STAFF IN THE OFFICE OF		
LEGISLATIVE AFFAIRS		33V1700
SALARY RATE		000000
SALARY RATE.....	65,000-	
	=====	
SALARIES AND BENEFITS		010000
	1.00-	
ADMINISTRATIVE TRUST FUND -STATE	94,500-	2021 1
	=====	
TOTAL: REDUCE STAFF IN THE OFFICE OF		33V1700
LEGISLATIVE AFFAIRS		
TOTAL POSITIONS.....	1.00-	
TOTAL ISSUE.....	94,500-	
TOTAL SALARY RATE.....	65,000-	
	=====	

AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 24-25 NARRATIVE:
 PRIORITY #42

IT COMPONENT? NO

The Department of Business and Professional Regulation (Department), Office of Legislative Affairs proposes a reduction of one (1) Legislative Coordinator position and \$94,500 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

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SCH VIIIB-2		
RED FY24-25		
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

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

This reduction will eliminate one Legislative Coordinator position and 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.

POSITION DETAIL OF SALARIES AND BENEFITS:

	FTE	BASE RATE	ADDITIVES	BENEFITS	SUBTOTAL	LAPSE %	LAPSED SALARIES AND BENEFITS
A10 - SCH VIIIB-2 RED FY24-25							
CHANGES TO CURRENTLY AUTHORIZED POSITIONS							
7885 LEGISLATIVE COORDINATOR-DBPR							
R1106 001	1.00-	65,000-		29,500-	94,500-	0.00	94,500-
TOTALS FOR ISSUE BY FUND							
2021 ADMINISTRATIVE TRUST FUND							94,500-
	1.00-	65,000-		29,500-	94,500-		94,500-

REDUCE STAFF IN THE OFFICE OF		
COMMUNICATIONS		33V1710
SALARY RATE		000000
SALARY RATE.....	65,350-	
	=====	

COL A10		
SCH VIIIIB-2		
RED FY24-25		
POS	AMOUNT	CODES
		79000000
BUSINESS/PROFESSIONAL REG		79010000
PGM: OFFICE/SEC & ADMIN		79010200
<u>EXECUTIVE DIR/SUPPORT SVCS</u>		16
GOV OPERATIONS/SUPPORT		<u>1602.00.00.00</u>
<u>EXEC LEADERSHIP/SUPPRT SVC</u>		33V0000
PROGRAM REDUCTIONS		
REDUCE STAFF IN THE OFFICE OF		33V1710
COMMUNICATIONS		010000
SALARIES AND BENEFITS		
	1.00-	
ADMINISTRATIVE TRUST FUND -STATE	93,747-	2021 1
	=====	
TOTAL: REDUCE STAFF IN THE OFFICE OF		33V1710
COMMUNICATIONS		
TOTAL POSITIONS.....	1.00-	
TOTAL ISSUE.....	93,747-	
TOTAL SALARY RATE.....	65,350-	
	=====	

AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 24-25 NARRATIVE:
 PRIORITY #43

IT COMPONENT? NO

The Department of Business and Professional Regulation, Office of Communications proposes a reduction of one (1) position and \$93,747 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 who 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.

POSITION DETAIL OF SALARIES AND BENEFITS:

	FTE	BASE RATE	ADDITIVES	BENEFITS	SUBTOTAL	LAPSE %	LAPSED SALARIES AND BENEFITS
A10 - SCH VIIIIB-2 RED FY24-25							
CHANGES TO CURRENTLY AUTHORIZED POSITIONS							
3736 INFORMATION SPECIALIST III							
R1109 001	1.00-	65,350-		28,397-	93,747-	0.00	93,747-

COL A10 SCH VIIIIB-2 RED FY24-25		CODES
POS	AMOUNT	
BUSINESS/PROFESSIONAL REG		79000000
PGM: OFFICE/SEC & ADMIN		79010000
<u>EXECUTIVE DIR/SUPPORT SVCS</u>		79010200
GOV OPERATIONS/SUPPORT		16
<u>EXEC LEADERSHIP/SUPPRT SVC</u>		<u>1602.00.00.00</u>
PROGRAM REDUCTIONS		33V0000
REDUCE STAFF IN THE OFFICE OF COMMUNICATIONS		33V1710

POSITION DETAIL OF SALARIES AND BENEFITS:

	FTE	BASE RATE	ADDITIVES	BENEFITS	SUBTOTAL	LAPSE %	LAPSED SALARIES AND BENEFITS
A10 - SCH VIIIIB-2 RED FY24-25							
CHANGES TO CURRENTLY AUTHORIZED POSITIONS							
TOTALS FOR ISSUE BY FUND							
2021 ADMINISTRATIVE TRUST FUND							93,747-
	1.00-	65,350-		28,397-	93,747-		93,747-

REDUCE STAFF IN THE OFFICE OF THE INSPECTOR GENERAL							33V1720
SALARY RATE							000000
SALARY RATE.....	120,843-						
SALARIES AND BENEFITS							010000
ADMINISTRATIVE TRUST FUND -STATE	2.00-	189,608-					2021 1
TOTAL: REDUCE STAFF IN THE OFFICE OF THE INSPECTOR GENERAL							33V1720
TOTAL POSITIONS.....	2.00-						
TOTAL ISSUE.....		189,608-					
TOTAL SALARY RATE.....	120,843-						

AGENCY ISSUE NARRATIVE:
 SCH VIIIIB-2 NARR 24-25 NARRATIVE: IT COMPONENT? NO
 PRIORITY #38

COL A10		
SCH VIIIIB-2		
RED FY24-25		
POS	AMOUNT	CODES
BUSINESS/PROFESSIONAL REG		79000000
PGM: OFFICE/SEC & ADMIN		79010000
<u>EXECUTIVE DIR/SUPPORT SVCS</u>		79010200
GOV OPERATIONS/SUPPORT		16
<u>EXEC LEADERSHIP/SUPPRT SVC</u>		<u>1602.00.00.00</u>
PROGRAM REDUCTIONS		33V0000
REDUCE STAFF IN THE OFFICE OF THE		
INSPECTOR GENERAL		33V1720

The Department of Business and Professional Regulation (Department), Office of the Inspector General (OIG) proposes a reduction of two (2) positions and \$189,608 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.

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;

COL A10		
SCH VIIIIB-2		
RED FY24-25		
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

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 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;

COL A10 SCH VIIIB-2 RED FY24-25 POS AMOUNT	CODES
BUSINESS/PROFESSIONAL REG	79000000
PGM: OFFICE/SEC & ADMIN	79010000
<u>EXECUTIVE DIR/SUPPORT SVCS</u>	79010200
GOV OPERATIONS/SUPPORT	16
<u>EXEC LEADERSHIP/SUPPRT SVC</u>	<u>1602.00.00.00</u>
PROGRAM REDUCTIONS	33V0000
REDUCE STAFF IN THE OFFICE OF THE INSPECTOR GENERAL	33V1720

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

Collects, analyzes, documents, and disseminates data;

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

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

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

Maintains all training requirements and certifications as established by the state, the department, and the 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 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.

 POSITION DETAIL OF SALARIES AND BENEFITS:

	FTE	BASE RATE	ADDITIVES	BENEFITS	SUBTOTAL	LAPSE %	LAPSED SALARIES AND BENEFITS
A10 - SCH VIIIB-2 RED FY24-25							
CHANGES TO CURRENTLY AUTHORIZED POSITIONS							
8522 LAW ENFORCEMENT LIEUTENANT							
R1102 001	1.00-	67,484-		41,740-	109,224-	0.00	109,224-
2239 MANAGEMENT REVIEW SPECIALIST - SES							
R1101 001	1.00-	53,359-		27,025-	80,384-	0.00	80,384-

COL A10 SCH VIIIIB-2 RED FY24-25 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

POSITION DETAIL OF SALARIES AND BENEFITS:

	FTE	BASE RATE	ADDITIVES	BENEFITS	SUBTOTAL	LAPSE %	LAPSED SALARIES AND BENEFITS
A10 - SCH VIIIIB-2 RED FY24-25							
CHANGES TO CURRENTLY AUTHORIZED POSITIONS							
TOTALS FOR ISSUE BY FUND							
2021 ADMINISTRATIVE TRUST FUND							189,608-
	2.00-	120,843-		68,765-	189,608-		189,608-

REDUCE STAFF IN THE OFFICE OF THE SECRETARY							33V1730
SALARY RATE							000000
SALARY RATE.....	102,188-						
SALARIES AND BENEFITS							010000
ADMINISTRATIVE TRUST FUND -STATE	1.00-	139,593-					2021 1
TOTAL: REDUCE STAFF IN THE OFFICE OF THE SECRETARY							33V1730
TOTAL POSITIONS.....	1.00-						
TOTAL ISSUE.....		139,593-					
TOTAL SALARY RATE.....	102,188-						

AGENCY ISSUE NARRATIVE:
 SCH VIIIIB-2 NARR 24-25 NARRATIVE:
 PRIORITY #40

IT COMPONENT? NO

COL A10 SCH VIIIIB-2 RED FY24-25 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 SECRETARY		33V1730

The Department of Business and Professional Regulation, Office of the Secretary (division) proposes a reduction of one (1) FTE and \$139,593 in budget authority.

This reduction will eliminate Chief Performance Officer position and 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.

POSITION DETAIL OF SALARIES AND BENEFITS:

	FTE	BASE RATE	ADDITIVES	BENEFITS	SUBTOTAL	LAPSE %	LAPSED SALARIES AND BENEFITS
A10 - SCH VIIIIB-2 RED FY24-25							
CHANGES TO CURRENTLY AUTHORIZED POSITIONS							
8216 CHIEF PERFORMANCE OFFICER							
R1108 001	1.00-	102,188-		37,405-	139,593-	0.00	139,593-
TOTALS FOR ISSUE BY FUND							
2021 ADMINISTRATIVE TRUST FUND							139,593-
	1.00-	102,188-		37,405-	139,593-		139,593-

COL A10		
SCH VIIIB-2		
RED FY24-25		
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
SALARY RATE		000000
SALARY RATE.....	62,982-	
	=====	
SALARIES AND BENEFITS		010000
	1.00-	
ADMINISTRATIVE TRUST FUND -STATE	92,053-	2021 1
	=====	
TOTAL: REDUCE STAFF IN THE DIVISION OF		33V1750
ADMINISTRATION - DIRECTOR'S OFFICE		
TOTAL POSITIONS.....	1.00-	
TOTAL ISSUE.....	92,053-	
TOTAL SALARY RATE.....	62,982-	
	=====	

AGENCY ISSUE NARRATIVE:

SCH VIIIB-2 NARR 24-25 NARRATIVE:
 PRIORITY #41

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 and \$92,053 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.

COL A10 SCH VIIIIB-2 RED FY24-25 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 FY24-25						
CHANGES TO CURRENTLY AUTHORIZED POSITIONS						
2225 SENIOR MANAGEMENT ANALYST II - SES R1107 001	1.00-	62,982-		29,071-	92,053- 0.00	92,053-
TOTALS FOR ISSUE BY FUND						92,053-
2021 ADMINISTRATIVE TRUST FUND	1.00-	62,982-		29,071-	92,053-	92,053-

REDUCE STAFF IN FINANCE AND ACCOUNTING						33V1760
SALARY RATE						000000
SALARY RATE.....	69,566-					
=====						
SALARIES AND BENEFITS	2.00-					010000
ADMINISTRATIVE TRUST FUND -STATE	113,388-					2021 1
=====						
TOTAL: REDUCE STAFF IN FINANCE AND ACCOUNTING						33V1760
TOTAL POSITIONS.....	2.00-					
TOTAL ISSUE.....	113,388-					
TOTAL SALARY RATE.....	69,566-					
=====						

COL A10		
SCH VIIIIB-2		
RED FY24-25		
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 FINANCE AND		
ACCOUNTING		33V1760

AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 24-25 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 and \$113,388 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
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A10 - SCH VIIIIB-2 RED FY24-25

CHANGES TO CURRENTLY AUTHORIZED POSITIONS

1430 ACCOUNTANT II

R1112 001	1.00-	34,783-	21,911-	56,694-	0.00	56,694-
R1113 001	1.00-	34,783-	21,911-	56,694-	0.00	56,694-

COL A10 SCH VIIIIB-2 RED FY24-25 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 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 FY24-25						
CHANGES TO CURRENTLY AUTHORIZED POSITIONS						
TOTALS FOR ISSUE BY FUND						
2021 ADMINISTRATIVE TRUST FUND						113,388-
2.00-	69,566-		43,822-	113,388-		113,388-

REDUCE STAFF IN THE OFFICE OF PLANNING AND BUDGET						33V1770
SALARY RATE						000000
SALARY RATE.....	65,000-					
=====						
SALARIES AND BENEFITS						010000
ADMINISTRATIVE TRUST FUND -STATE	1.00-	94,500-				2021 1
=====						
TOTAL: REDUCE STAFF IN THE OFFICE OF PLANNING AND BUDGET						33V1770
TOTAL POSITIONS.....	1.00-					
TOTAL ISSUE.....		94,500-				
TOTAL SALARY RATE.....	65,000-					
=====						

AGENCY ISSUE NARRATIVE:
 SCH VIIIIB-2 NARR 24-25 NARRATIVE: IT COMPONENT? NO
 PRIORITY #49

COL A10		
SCH VIIIIB-2		
RED FY24-25		
POS	AMOUNT	CODES
BUSINESS/PROFESSIONAL REG		79000000
PGM: OFFICE/SEC & ADMIN		79010000
<u>EXECUTIVE DIR/SUPPORT SVCS</u>		79010200
GOV OPERATIONS/SUPPORT		16
<u>EXEC LEADERSHIP/SUPPRT SVC</u>		<u>1602.00.00.00</u>
PROGRAM REDUCTIONS		33V0000
REDUCE STAFF IN THE OFFICE OF		
PLANNING AND BUDGET		33V1770

The Department of Business and Professional Regulation (Department), Division of Administration, Office of Planning and Budget proposes a reduction of one (1) Senior Management Analyst II - SES position and \$94,500 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, possibly unmanageable workload on remaining staff.

POSITION DETAIL OF SALARIES AND BENEFITS:

	FTE	BASE RATE	ADDITIVES	BENEFITS	SUBTOTAL	LAPSE %	LAPSED SALARIES AND BENEFITS
A10 - SCH VIIIIB-2 RED FY24-25							
CHANGES TO CURRENTLY AUTHORIZED POSITIONS							
2225 SENIOR MANAGEMENT ANALYST II - SES							
R1116 001	1.00-	65,000-		29,500-	94,500-	0.00	94,500-

COL A10 SCH VIIIIB-2 RED FY24-25 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 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 FY24-25							
CHANGES TO CURRENTLY AUTHORIZED POSITIONS							
TOTALS FOR ISSUE BY FUND							
2021 ADMINISTRATIVE TRUST FUND							94,500-
	1.00-	65,000-		29,500-	94,500-		94,500-

REDUCE STAFF IN THE DIVISION OF ADMINISTRATION'S BUREAU OF AGENCY SERVICES							33V1790 000000
SALARY RATE							
SALARY RATE.....	124,151-						
SALARIES AND BENEFITS							010000
	3.00-						
ADMINISTRATIVE TRUST FUND -STATE	195,257-						2021 1
TOTAL: REDUCE STAFF IN THE DIVISION OF ADMINISTRATION'S BUREAU OF AGENCY SERVICES							33V1790
TOTAL POSITIONS.....	3.00-						
TOTAL ISSUE.....	195,257-						
TOTAL SALARY RATE.....	124,151-						

COL A10		
SCH VIIIB-2		
RED FY24-25		
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

AGENCY ISSUE NARRATIVE:

SCH VIIIB-2 NARR 24-25 NARRATIVE: IT COMPONENT? NO
 PRIORITY #39

The Department of Business and Professional Regulation (Department), Division of Administration, Bureau of Agency Services proposes the reduction of three (3) positions and \$195,257 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 FY24-25		
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.

POSITION DETAIL OF SALARIES AND BENEFITS:

	FTE	BASE RATE	ADDITIVES	BENEFITS	SUBTOTAL	LAPSE %	LAPSED SALARIES AND BENEFITS
A10 - SCH VIIIIB-2 RED FY24-25							
CHANGES TO CURRENTLY AUTHORIZED POSITIONS							
0045 RECORDS TECHNICIAN							
R1105 001	1.00-	32,886-		21,509-	54,395-	0.00	54,395-
0839 GENERAL SERVICES SPECIALIST							
R1103 001	1.00-	41,445-		23,325-	64,770-	0.00	64,770-
0162 OFFICE OPERATIONS MANAGER I - SES							
R1104 001	1.00-	49,820-		26,272-	76,092-	0.00	76,092-

COL A10 SCH VIIIIB-2 RED FY24-25 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 FY24-25						
CHANGES TO CURRENTLY AUTHORIZED POSITIONS						
TOTALS FOR ISSUE BY FUND						
						195,257-
2021 ADMINISTRATIVE TRUST FUND						195,257-
3.00-	124,151-		71,106-	195,257-		195,257-

REDUCE STAFF IN THE OFFICE OF THE GENERAL COUNSEL		33V1800
SALARY RATE		000000
SALARY RATE..... 207,784-		
SALARIES AND BENEFITS		010000
3.00-		
ADMINISTRATIVE TRUST FUND -STATE	298,999-	2021 1
TOTAL: REDUCE STAFF IN THE OFFICE OF THE GENERAL COUNSEL		33V1800
TOTAL POSITIONS..... 3.00-		
TOTAL ISSUE..... 298,999-		
TOTAL SALARY RATE..... 207,784-		

COL A10 SCH VIIIIB-2 RED FY24-25 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 24-25 NARRATIVE: IT COMPONENT? NO
 PRIORITY #53

The Department of Business and Professional Regulation (Department), Office of the General Counsel (OGC) proposes the reduction of three (3) positions and \$298,999 of budget authority. This reduction would eliminate one (1) Senior Attorney in OGC's Unlicensed Activity Unit, which is currently filled, and two (2) Attorney Supervisors, which are currently vacant but are to be filled in the current fiscal year.

A reduction in staff within the Office of the General Counsel will significantly affect the efficient and effective prosecution of the Office's caseload.

POSITION DETAIL OF SALARIES AND BENEFITS:

	FTE	BASE RATE	ADDITIVES	BENEFITS	SUBTOTAL	LAPSE %	LAPSED SALARIES AND BENEFITS
A10 - SCH VIIIIB-2 RED FY24-25							
CHANGES TO CURRENTLY AUTHORIZED POSITIONS							
7738 SENIOR ATTORNEY							
R1117 001	1.00-	64,423-		29,376-	93,799-	0.00	93,799-
7743 ATTORNEY SUPERVISOR							
R1118 001	2.00-	143,361-		61,839-	205,200-	0.00	205,200-

TOTALS FOR ISSUE BY FUND							
2021 ADMINISTRATIVE TRUST FUND							298,999-
	3.00-	207,784-		91,215-	298,999-		298,999-
	=====	=====	=====	=====	=====	=====	=====

COL A10		
SCH VIIIIB-2		
RED FY24-25		
POS	AMOUNT	CODES
-----	-----	-----
BUSINESS/PROFESSIONAL REG		79000000
PGM: OFFICE/SEC & ADMIN		79010000
<u>EXECUTIVE DIR/SUPPORT SVCS</u>		79010200
GOV OPERATIONS/SUPPORT		16
<u>EXEC LEADERSHIP/SUPPRT SVC</u>		<u>1602.00.00.00</u>
STATE FUNDING REDUCTIONS		3300000
REDUCE CONTRACTED LEGAL SERVICES		3301550
SPECIAL CATEGORIES		100000
CONTRACTED LEGAL SERVICES		100905

ADMINISTRATIVE TRUST FUND -STATE 275,000- 2021 1
=====

AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 24-25 NARRATIVE: IT COMPONENT? NO
PRIORITY #17

The Department of Business and Professional Regulation, Office of the General Counsel (division) proposes a reduction of \$275,000 in the Contracted Legal Services category.

The OGC has been appropriated \$500,000 for fiscal year 2023-2024 in order to contract with outside legal counsel for additional and continued litigation and representation. Reduction of this appropriation would have a moderate impact on the OGC. Certain practice areas are more litigious than others and while we can't predict which areas will require us to hire outside legal counsel, it is necessary to assume that all or most of this recent appropriation will be utilized based on previous years. Any loss of this funding could potentially be an impediment to the department and the OGC.

REDUCE OTHER PERSONAL SERVICES 3302220
OTHER PERSONAL SERVICES 030000

ADMINISTRATIVE TRUST FUND -STATE 240,000- 2021 1
=====

AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 24-25 NARRATIVE: IT COMPONENT? NO
PRIORITY #32

The Department of Business and Professional Regulation (Department), Office of the General Counsel (OGC) proposes the partial reduction of \$240,000 in budget authority in the Other Personal Services (OPS) appropriation 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

COL A10		
SCH VIIIIB-2		
RED FY24-25		
POS	AMOUNT	CODES
BUSINESS/PROFESSIONAL REG		79000000
PGM: OFFICE/SEC & ADMIN		79010000
<u>EXECUTIVE DIR/SUPPORT SVCS</u>		79010200
GOV OPERATIONS/SUPPORT		16
<u>EXEC LEADERSHIP/SUPPRT SVC</u>		<u>1602.00.00.00</u>
STATE FUNDING REDUCTIONS		3300000
REDUCE OTHER PERSONAL SERVICES		3302220

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.

REDUCE CONTRACTED SERVICES		3302230
SPECIAL CATEGORIES		100000
CONTRACTED SERVICES		100777
ADMINISTRATIVE TRUST FUND -STATE	100,000-	2021 1
	=====	

AGENCY ISSUE NARRATIVE:
 SCH VIIIIB-2 NARR 24-25 NARRATIVE:
 PRIORITY #31

IT COMPONENT? NO

The Department of Business and Professional Regulation (Department), Office of the General Counsel (OGC) proposes the partial reduction of \$100,000 in the Contracted Services appropriation category. In Fiscal Year 2023-24, the OGC was allotted \$112,506 of a \$249,780 appropriation in the Contracted Services category.

The division's allotment is used for transcription services, attorney's fees related to settlement agreements, legal advertisements and mail services. A partial reduction of the Contracted Services category would have a significant impact the division.

TOTAL: EXEC LEADERSHIP/SUPPRT SVC		<u>1602.00.00.00</u>
BY FUND TYPE		
	17.00-	
TRUST FUNDS.....	2,059,175-	2000
SALARY RATE.....	966,296-	
	=====	

COL A10		
SCH VIIIIB-2		
RED FY24-25		
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 CONTRACTED SERVICES		
APPROPRIATION		33V0110
SPECIAL CATEGORIES		100000
CONTRACTED SERVICES		100777
ADMINISTRATIVE TRUST FUND -STATE	1,126,943-	2021 1

=====

AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 24-25 NARRATIVE: IT COMPONENT? YES
 Priority #33

The Department of Business and Professional Regulation (Department), Division of Technology (Division) proposes a reduction of \$1,126,943 in the Contracted Services appropriation category. Funding is used for the maintenance of the department's technology hardware, infrastructure, software, and consulting services as well as for 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 2024-25, mission critical software necessary for the function of the department would be impacted, these include OnBase, Versa: Online (the Agency's online application system), and Versa: Regulation (the database application system that the department uses to process licenses).

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

33V0300
 100000
 100790

GENERAL REVENUE FUND -STATE 30,764-

=====

AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 24-25 NARRATIVE: IT COMPONENT? YES
 PRIORITY #1

COL A10		
SCH VIIIIB-2		
RED FY24-25		
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 GENERAL REVENUE FUNDING -		
FLORIDA BUSINESS INFORMATION PORTAL		33V0300

The Department of Business and Professional Regulation (Department), Division of Technology (Division) proposes to reduce \$30,764 of the appropriated budget in the Florida Business Information Portal special category.

Line item 2127, of the Fiscal Year 2023-24 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 \$20,000 to \$25,000 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 \$30,764 is realized in Fiscal Year 2024-25, the Department's ability to expand or make substantial changes to the portal would be impeded by the decrease in funding. This would have a minimal impact.

REDUCE STAFF IN THE DIVISION OF		
INFORMATION TECHNOLOGY		33V1830
SALARY RATE		000000
SALARY RATE.....	265,879-	
	=====	
SALARIES AND BENEFITS		010000
	5.00-	
ADMINISTRATIVE TRUST FUND -STATE	396,123-	2021 1
	=====	
TOTAL: REDUCE STAFF IN THE DIVISION OF		33V1830
INFORMATION TECHNOLOGY		
TOTAL POSITIONS.....	5.00-	
TOTAL ISSUE.....	396,123-	
TOTAL SALARY RATE.....	265,879-	
	=====	

AGENCY ISSUE NARRATIVE:
 SCH VIIIIB-2 NARR 24-25 NARRATIVE:
 PRIORITY #48

IT COMPONENT? YES

COL A10		
SCH VIIIIB-2		
RED FY24-25		
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 Department of Business and Professional Regulation (Department), Division of Information Technology (Division) proposes a reduction of five (5) positions and \$396,123 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.

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.

COL A10 SCH VIIIIB-2 RED FY24-25 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

POSITION DETAIL OF SALARIES AND BENEFITS:

	FTE	BASE RATE	ADDITIVES	BENEFITS	SUBTOTAL	LAPSE %	LAPSED SALARIES AND BENEFITS
A10 - SCH VIIIIB-2 RED FY24-25							
CHANGES TO CURRENTLY AUTHORIZED POSITIONS							
2109 SYSTEM PROJECT CONSULTANT							
R1114 001	4.00-	203,677-		101,340-	305,017-	0.00	305,017-
2117 SYSTEMS PROGRAMMING ADMINISTRATOR - SES							
R1115 001	1.00-	62,202-		28,904-	91,106-	0.00	91,106-
TOTALS FOR ISSUE BY FUND							
2021 ADMINISTRATIVE TRUST FUND							396,123-
	5.00-	265,879-		130,244-	396,123-		396,123-

TOTAL: INFORMATION TECHNOLOGY							<u>1603.00.00.00</u>
BY FUND TYPE							
GENERAL REVENUE FUND		30,764-					1000
TRUST FUNDS		1,523,066-					2000
TOTAL POSITIONS.....	5.00-						
TOTAL PROG COMP.....		1,553,830-					
TOTAL SALARY RATE.....		265,879-					
		=====					

COL A10		
SCH VIIIIB-2		
RED FY24-25		
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.....	447,466-	
	=====	
SALARIES AND BENEFITS		010000
	13.00-	
ADMINISTRATIVE TRUST FUND -STATE	731,308-	2021 1
	=====	
TOTAL: REDUCE STAFF IN THE CUSTOMER		33V1810
CONTACT CENTER		
TOTAL POSITIONS.....	13.00-	
TOTAL ISSUE.....	731,308-	
TOTAL SALARY RATE.....	447,466-	
	=====	

AGENCY ISSUE NARRATIVE:
 SCH VIIIIB-2 NARR 24-25 NARRATIVE: IT COMPONENT? NO
 PRIORITY #58

The Department of Business and Professional Regulation (Department) Division of Service Operations (Division), Customer Contact Center (CCC) proposes a reduction of thirteen (13) positions and \$731,308 in budget authority.

The proposed reduction includes the following:

- 13.00 FTE Regulatory Specialists III (Call Agents within the Business Regulation divisions)

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 FY 2022-23, the CCC received over 1.3 million telephone calls and 561,491 of those callers sought the help of call agents for assistance with questions and/or payments. The division's requirement is for all call agents to answer 9 calls per hour. Currently, there are sixteen (16) Call Agents assigned to the Business Regulation divisions, the elimination of

COL A10 SCH VIIIIB-2 RED FY24-25		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

13 would significantly impact on the department's ability to provide customer service to all of our licensees and the general public.

POSITION DETAIL OF SALARIES AND BENEFITS:

	FTE	BASE RATE	ADDITIVES	BENEFITS	SUBTOTAL	LAPSE %	LAPSED SALARIES AND BENEFITS
A10 - SCH VIIIIB-2 RED FY24-25							
CHANGES TO CURRENTLY AUTHORIZED POSITIONS							
0444 REGULATORY SPECIALIST III							
R1119 001	13.00-	447,466-		283,842-	731,308-	0.00	731,308-
TOTALS FOR ISSUE BY FUND							
2021 ADMINISTRATIVE TRUST FUND							731,308-
	13.00-	447,466-		283,842-	731,308-		731,308-

TOTAL: REGULATION AND LICENSING							<u>1204.00.00.00</u>
BY FUND TYPE							
TRUST FUNDS.....	13.00-				731,308-		2000
SALARY RATE.....		447,466-					
	=====						

COL A10		
SCH VIIIIB-2		
RED FY24-25		
POS	AMOUNT	CODES
BUSINESS/PROFESSIONAL REG		79000000
PRG: SERVICE OPERATION		79040000
CENTRAL INTAKE		79040200
PUBLIC PROTECTION		12
REGULATION AND LICENSING		1204.00.00.00
PROGRAM REDUCTIONS		33V0000
REDUCE APPLICATION PROCESSING STAFF		
IN THE CENTRAL INTAKE UNIT		33V1820
SALARY RATE		000000
SALARY RATE.....	690,606-	
	=====	
SALARIES AND BENEFITS		010000
	21.00-	
ADMINISTRATIVE TRUST FUND -STATE	1,142,282-	2021 1
	=====	
TOTAL: REDUCE APPLICATION PROCESSING STAFF		33V1820
IN THE CENTRAL INTAKE UNIT		
TOTAL POSITIONS.....	21.00-	
TOTAL ISSUE.....	1,142,282-	
TOTAL SALARY RATE.....	690,606-	
	=====	

AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 24-25 NARRATIVE:
 PRIORITY #59

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 twenty-one (21) positions and \$1,142,282 in Salaries and Benefits budget authority

The proposed reduction includes the following:

21.00 FTE Regulatory Specialists II

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.

COL A10		
SCH VIIIB-2		
RED FY24-25		
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 elimination of these positions will negatively impact the level of customer service provided by the agency. Other team members that include Regulatory Specialists III, Regulatory Consultants and Regulatory Program Administrators will have to absorb the work previously done by the Regulatory Specialist II in their respective teams. This will take them away from their primary responsibilities of providing direction and feedback, training team members, monitoring the application queues, etc. This will also result in a decrease in the quality of supervision of teams and an increase in application processing timeframes. There will not be a mechanism to provide real-time help to applicants and licensees who are having issues with their application, maintenance transaction, and/or renewal.

This reduction in staff will result in the Bureau being out of compliance with Chapters 455, F.S. and 120, F.S. that requires us to process all applications within 30 days to identify any deficiencies and issue a license within 90 days for a complete application. This reduction will have a direct impact on application processing times and the resulting delays will have a significant impact on the time it takes for professionals to become licensed and open businesses in Florida. Additionally, non-compliance with these statutes could result in unqualified people getting licensed and place the general public at risk.

With the continued growth of the Florida economy, the Department will continue to receive an increasing number of applications for licensure as new businesses and professionals move to Florida. Since 2012, there has been a consistent increase in the number of applications processed by the Bureau. The overall volume of initial applications has increased 84.72% from an average of 7,138 per month in FY 2011-12 to an average of 13,185 in FY 2022-23. This trend is anticipated to continue as Florida's population and its economy continues to grow. The continued increases in workload coupled with the elimination of the positions will increase processing times across all core functions of the Bureau. This will result in delays distributing work, processing applications, processing payments, issuing licenses, and resolving customer complaints that enable applicants to start a new business. Also, there will be a direct impact on the calls received in the Customer Contact Center due to the increased processing times in the BCIL.

COL A10 SCH VIIIIB-2 RED FY24-25 POS	AMOUNT	CODES
BUSINESS/PROFESSIONAL REG		79000000
PRG: SERVICE OPERATION		79040000
CENTRAL INTAKE		79040200
PUBLIC PROTECTION		12
REGULATION AND LICENSING		<u>1204.00.00.00</u>
PROGRAM REDUCTIONS		33V0000
REDUCE APPLICATION PROCESSING STAFF IN THE CENTRAL INTAKE UNIT		33V1820

POSITION DETAIL OF SALARIES AND BENEFITS:

	FTE	BASE RATE	ADDITIVES	BENEFITS	SUBTOTAL	LAPSE %	LAPSED SALARIES AND BENEFITS
A10 - SCH VIIIIB-2 RED FY24-25							
CHANGES TO CURRENTLY AUTHORIZED POSITIONS							
0444 REGULATORY SPECIALIST III							
R1120 001	21.00-	690,606-		451,676-	1,142,282-	0.00	1,142,282-
TOTALS FOR ISSUE BY FUND							
2021 ADMINISTRATIVE TRUST FUND							1,142,282-
	21.00-	690,606-		451,676-	1,142,282-		1,142,282-

TOTAL: REGULATION AND LICENSING							<u>1204.00.00.00</u>
BY FUND TYPE							
TRUST FUNDS.....	21.00-						2000
SALARY RATE.....		1,142,282-					
		690,606-					
	=====						

COL A10		
SCH VIIIIB-2		
RED FY24-25		
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	850,000-	2547 1
	=====	

AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 24-25 NARRATIVE:
 PRIORITY #24

IT COMPONENT? NO

The Department of Business and Professional Regulation, Division of Regulation (Division) proposes a reduction of \$850,000 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 \$2,272,254 in Fiscal Year 2023-24. 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.

REDUCE UNLICENSED ACTIVITIES -
 DIVISION OF CERTIFIED PUBLIC
 ACCOUNTING
 SPECIAL CATEGORIES
 UNLICENSED ACTIVITIES

33V0020
 100000
 100399

PROFESSIONAL REGULATION TF-STATE 50,000-
 =====

2547 1

COL A10		
SCH VIIIIB-2		
RED FY24-25		
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 CERTIFIED PUBLIC		
ACCOUNTING		33V0020

AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 24-25 NARRATIVE: IT COMPONENT? NO
 PRIORITY #14

The Department of Business and Professional Regulation, Division of Certified Public Accounting (Division) proposes a reduction of \$50,000 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 2023-24 . 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 negative impact on the effectiveness of the program.

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

PROFESSIONAL REGULATION TF-STATE	250,000-	2547 1
	=====	

AGENCY ISSUE NARRATIVE:

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

The Department of Business and Professional Regulation, Division of Real Estate (division) proposes a reduction of \$250,000 in the Unlicensed Activities (ULA) appropriation category.

COL A10 SCH VIIIIB-2 RED FY24-25 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

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 2023-24 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.

REDUCE OTHER PERSONAL SERVICES		
(OPS) APPROPRIATION		33V0100
OTHER PERSONAL SERVICES		030000
PROFESSIONAL REGULATION TF-STATE	60,000-	2547 1
	=====	

AGENCY ISSUE NARRATIVE:
 SCH VIIIIB-2 NARR 24-25 NARRATIVE: IT COMPONENT? NO
 PRIORITY #8

The Department of Business and Professional Regulation, Florida Building Commission (Commission), proposes a reduction of \$60,000 in the Other Personal Services (OPS) appropriation category. OPS budget authority is primarily used for temporary employment and expert witnesses. The proposed reduction will reduce the OPS allocation for the Commission by 87%.

This reduction of \$60,000 would have a minimal impact to the operations of the Commission.

COL A10		
SCH VIIIIB-2		
RED FY24-25		
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

AGENCY ISSUE NARRATIVE:
 SCH VIIIIB-2 NARR 24-25 NARRATIVE: IT COMPONENT? NO
 PRIORITY #13

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

The Commission is currently appropriated \$995,678 in the Contracted Services appropriation category. The reduction in available funding for Florida Building Commission sponsored research projects could hinder the development of new Florida Building Code modifications and impact the Florida Building Commission's ability to provide supplementary materials to its stakeholders during the code development process.

This reduction would have a moderate impact on Commission operations.

REDUCE LEASE OR LEASE-PURCHASE OF		
EQUIPMENT APPROPRIATION		33V0120
SPECIAL CATEGORIES		100000
LEASE/PURCHASE/EQUIPMENT		105281
PROFESSIONAL REGULATION TF-STATE	5,000-	2547 1

AGENCY ISSUE NARRATIVE:
 SCH VIIIIB-2 NARR 24-25 NARRATIVE: IT COMPONENT? NO
 PRIORITY #4

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

COL A10		
SCH VIIIIB-2		
RED FY24-25		
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

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

This reduction would have a minimal impact on the operations of the division.

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

=====

AGENCY ISSUE NARRATIVE:
 SCH VIIIIB-2 NARR 24-25 NARRATIVE:
 PRIORITY #16

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 2023-24 Fiscal Year, the Division's share of OPS category is \$184,296. 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 \$114,296.

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 negative impact on the operations of the Division.

COL A10
SCH VIIIIB-2
RED FY24-25
POS AMOUNT CODES

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
=====

AGENCY ISSUE NARRATIVE:
SCH VIIIIB-2 NARR 24-25 NARRATIVE: IT COMPONENT? NO
PRIORITY #15

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.

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
=====

AGENCY ISSUE NARRATIVE:
SCH VIIIIB-2 NARR 24-25 NARRATIVE: IT COMPONENT? NO
PRIORITY #11

COL A10		
SCH VIIIIB-2		
RED FY24-25		
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 2023-24 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 seventeen (17) vehicles of which five (5) 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.

REDUCE CONTRACTED SERVICES IN THE DIVISION OF REGULATION		33V0270
SPECIAL CATEGORIES		100000
CONTRACTED SERVICES		100777

PROFESSIONAL REGULATION TF-STATE	20,000-	2547	1
	=====		

AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 24-25 NARRATIVE:
 PRIORITY #12

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 of a salon. This reduction will reduce the number of MMA tests the Division can perform.

COL A10 SCH VIIIB-2 RED FY24-25 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

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.

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

AGENCY ISSUE NARRATIVE:

SCH VIIIB-2 NARR 24-25 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. 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 2022-23, expenditures, representing paid claims, totaled \$4,145,349. A partial reduction in the Claims Payments from Construction Recovery Fund appropriation category will result in 34% less funding available for payment of restitution to citizens of Florida in Fiscal Year 2024-25 and could delay payments of restitution until the following

COL A10		
SCH VIIIB-2		
RED FY24-25		
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

fiscal year.

REDUCE EXPENSES APPROPRIATION -
 DIVISION OF CERTIFIED PUBLIC
 ACCOUNTING
 EXPENSES

33V0340
 040000

PROFESSIONAL REGULATION TF-STATE 41,450-
 =====

2547 1

AGENCY ISSUE NARRATIVE:

SCH VIIIB-2 NARR 24-25 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 2023-24 Fiscal Year the Division's share of Expenses appropriation is \$194,715. 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 \$153,265 in Expenses budget for the Division.

The proposed reduction in travel will impact the Division's ability to meet the core mission of providing administrative support to the Board and the Board's ability to discipline its licensees, as both Board members and staff may be unable to travel to Probable Cause Panel and Board meetings.

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

 COL A10
 SCH VIIIIB-2
 RED FY24-25
 POS AMOUNT CODES

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 ACQUISITION OF MOTOR VEHICLES - DIVISION OF REGULATION 33V0410
 SPECIAL CATEGORIES 100000
 ACQUISITION/MOTOR VEHICLES 100021

PROFESSIONAL REGULATION TF-STATE 40,000- 2547 1
 =====

AGENCY ISSUE NARRATIVE:
 SCH VIIIIB-2 NARR 24-25 NARRATIVE: IT COMPONENT? NO
 PRIORITY #30

The Department of Business and Professional Regulation, Division of Regulation (Division) proposes a reduction of \$40,000 in the Acquisition of Motor Vehicle appropriation category. In Fiscal Year 2023-24 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 represents 36 percent of the Division's allocation. The Division currently has a fleet of 78 vehicles of which 15 currently meet the Department of Management Services' replacement criteria and an additional 6 are anticipated to meet the replacement criteria in Fiscal Year 2023-24.

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.

REDUCE OTHER PERSONAL SERVICES
 (OPS) - CERTIFIED PUBLIC ACCOUNTING 33V0430
 LEGAL UNIT 030000
 OTHER PERSONAL SERVICES

PROFESSIONAL REGULATION TF-STATE 16,425- 2547 1
 =====

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

COL A10		
SCH VIIIIB-2		
RED FY24-25		
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 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.

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.

This reduction of \$16,425 would have a significant impact to the operations of the unit.

REDUCE OTHER PERSONAL SERVICES		
(OPS) - DIVISION OF REAL ESTATE		
LEGAL UNIT		33V0440
OTHER PERSONAL SERVICES		030000
PROFESSIONAL REGULATION TF-STATE	20,000-	2547 1
	=====	

AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 24-25 NARRATIVE:
 PRIORITY #26

IT COMPONENT? NO

The Department of Business and Professional Regulation proposes a reduction of \$20,000 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 significant impact on operations in the Division of Real Estate's Legal Unit.

COL A10		
SCH VIIIIB-2		
RED FY24-25		
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
SPECIAL CATEGORIES		100000
CONTRACTED SERVICES		100777
PROFESSIONAL REGULATION TF-STATE	20,000-	2547 1
	=====	

AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 24-25 NARRATIVE:
 PRIORITY #27

IT COMPONENT? NO

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

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. While court reporter appearance fees are charged to the OPS category, payments for transcripts are charged to contracted services.

From time to time OGC retains private law firms (when approved by the Office of the Attorney General) with specialized knowledge in a practice area. The resulting fees and costs would be paid from this line item. The OGC also uses this line item to pay process servers to serve legally required summonses and subpoenas.

This category also includes funding for payment of notices that are required by law to be published (notices of action) and mail services (UPS/FedEx charges). These are absolutely necessary on a daily basis in the DRE legal unit.

Any loss of the Contracted Services budget would adversely impact OGC's ability to timely and adequately serve the department's licensees, the citizens of Florida and the Division of Real Estate.

The proposed reduction will reduce the Contracted Services allocation for the division's legal unit by 74% and would adversely impact the unit's ability to timely and adequately serve the department's licensees, the citizens of Florida and the division.

This reduction of \$20,000 would have a significant impact to the operations of the unit.

COL A10		
SCH VIIIIB-2		
RED FY24-25		
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 CERTIFIED PUBLIC		
ACCOUNTING LEGAL UNIT		33V0470
SPECIAL CATEGORIES		100000
CONTRACTED SERVICES		100777
PROFESSIONAL REGULATION TF-STATE	2,500-	2547 1

AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 24-25 NARRATIVE: IT COMPONENT? NO
 PRIORITY #21

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

Contracted Services budget authority is primarily used for court reporting services. 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.

The proposed reduction will eliminate the Contracted Services 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.

This reduction of \$2,500 would have a significant impact to the operations of the unit.

REDUCE STAFF IN THE DIVISION OF		
REAL ESTATE		33V1850
SALARY RATE		000000
SALARY RATE.....	67,145-	
	=====	
SALARIES AND BENEFITS		010000
SALARY RATE.....	1.50-	
PROFESSIONAL REGULATION TF-STATE	103,189-	2547 1
	=====	

COL A10		
SCH VIIIIB-2		
RED FY24-25		
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
TOTAL: REDUCE STAFF IN THE DIVISION OF		33V1850
REAL ESTATE		
TOTAL POSITIONS.....	1.50-	
TOTAL ISSUE.....	103,189-	
TOTAL SALARY RATE.....	67,145-	
	=====	

AGENCY ISSUE NARRATIVE:
 SCH VIIIIB-2 NARR 24-25 NARRATIVE:
 PRIORITY #46

IT COMPONENT? NO

The Department of Business and Professional Regulation, Division of Real Estate (division) proposes a reduction of one (1) full time FTE and one half time (.50) positions and \$103,189 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 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.

COL A10 SCH VIIIIB-2 RED FY24-25 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

POSITION DETAIL OF SALARIES AND BENEFITS:

	FTE	BASE RATE	ADDITIVES	BENEFITS	SUBTOTAL	LAPSE %	LAPSED SALARIES AND BENEFITS
A10 - SCH VIIIIB-2 RED FY24-25							
CHANGES TO CURRENTLY AUTHORIZED POSITIONS							
2224 GOVERNMENT ANALYST I							
R1301 001	0.50-	21,662-		11,863-	33,525-	0.00	33,525-
2239 OPERATIONS REVIEW SPECIALIST							
R1302 001	1.00-	45,483-		24,181-	69,664-	0.00	69,664-
TOTALS FOR ISSUE BY FUND							
2547 PROFESSIONAL REGULATION TF							103,189-
	1.50-	67,145-		36,044-	103,189-		103,189-

REDUCE INVESTIGATIVE STAFF IN THE DIVISION OF REAL ESTATE							33V1870
SALARY RATE							000000
SALARY RATE.....	2.00-	72,634-					
=====							
SALARIES AND BENEFITS							010000
PROFESSIONAL REGULATION TF-STATE	2.00-	117,106-					2547 1
=====							
TOTAL: REDUCE INVESTIGATIVE STAFF IN THE DIVISION OF REAL ESTATE							33V1870
TOTAL POSITIONS.....	2.00-						
TOTAL ISSUE.....		117,106-					
TOTAL SALARY RATE.....	2.00-	72,634-					
=====							

COL A10		
SCH VIIIIB-2		
RED FY24-25		
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

AGENCY ISSUE NARRATIVE:
 SCH VIIIIB-2 NARR 24-25 NARRATIVE: IT COMPONENT? NO
 Priority #50

The Department of Business and Professional Regulation, Division of Real Estate (Division) proposes a reduction of two Investigation Specialist II positions and \$117,106 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 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.

POSITION DETAIL OF SALARIES AND BENEFITS:

	FTE	BASE RATE	ADDITIVES	BENEFITS	SUBTOTAL	LAPSE %	LAPSED SALARIES AND BENEFITS
A10 - SCH VIIIIB-2 RED FY24-25							
CHANGES TO CURRENTLY AUTHORIZED POSITIONS							
8318 INVESTIGATION SPECIALIST II							
R1303 001	1.00-	36,317-		22,236-	58,553-	0.00	58,553-
R1304 001	1.00-	36,317-		22,236-	58,553-	0.00	58,553-

COL A10 SCH VIIIIB-2 RED FY24-25 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 FY24-25						
CHANGES TO CURRENTLY AUTHORIZED POSITIONS						
TOTALS FOR ISSUE BY FUND						
						117,106-
2547	PROFESSIONAL REGULATION TF					117,106-
2.00-	72,634-		44,472-	117,106-		117,106-

REDUCE STAFF IN THE DIVISION OF PROFESSIONS		33V2060
SALARY RATE		000000
SALARY RATE.....	32,886-	
=====		
SALARIES AND BENEFITS		010000
PROFESSIONAL REGULATION TF-STATE	1.00- 54,395-	2547 1
=====		
TOTAL: REDUCE STAFF IN THE DIVISION OF PROFESSIONS		33V2060
TOTAL POSITIONS.....	1.00-	
TOTAL ISSUE.....	54,395-	
TOTAL SALARY RATE.....	32,886-	
=====		

AGENCY ISSUE NARRATIVE:
 SCH VIIIIB-2 NARR 24-25 NARRATIVE:
 PRIORITY #56

IT COMPONENT? NO

COL A10 SCH VIIIIB-2 RED FY24-25 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 PROFESSIONS		33V2060

The Department of Business and Professional Regulation (Department), Division of Professions (Division) proposes a reduction of one (1) position and \$54,395 in budget authority.

The proposed position is an Administrative Assistant I and is located in the Construction Industry Licensing Board. The duties of this position would have to be reassigned and will place a larger workload on a small board staff.

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

POSITION DETAIL OF SALARIES AND BENEFITS:

	FTE	BASE RATE	ADDITIVES	BENEFITS	SUBTOTAL	LAPSE %	LAPSED SALARIES AND BENEFITS
A10 - SCH VIIIIB-2 RED FY24-25							
CHANGES TO CURRENTLY AUTHORIZED POSITIONS							
P101 PROPOSED CLASS CODE							
R0502 001	1.00-	32,886-		21,509-	54,395-	0.00	54,395-
TOTALS FOR ISSUE BY FUND							
2547 PROFESSIONAL REGULATION TF							54,395-
	1.00-	32,886-		21,509-	54,395-		54,395-

TOTAL: REGULATION AND LICENSING							<u>1204.00.00.00</u>
BY FUND TYPE							
TRUST FUNDS.....	4.50-						2000
SALARY RATE.....		3,565,794-					
		172,665-					
	=====						

COL A10		
SCH VIIIB-2		
RED FY24-25		
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
	=====	

AGENCY ISSUE NARRATIVE:

SCH VIIIB-2 NARR 24-25 NARRATIVE: IT COMPONENT? NO
 PRIORITY #36

The Department of Business and Professional Regulation, Florida Athletic Commission (Commission) proposes eliminating two Other Personal Services (OPS) Staff Assistant positions and \$82,000 in budget authority. These two staff positions support the five Commission FTE. In addition, the reductions will have a negative impact on the Commission's core mission, which is to protect the health, safety, and welfare, and to uphold the integrity of combat sports.

This reduction would have a significant impact to the Commission's operations.

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

AGENCY ISSUE NARRATIVE:

SCH VIIIB-2 NARR 24-25 NARRATIVE: IT COMPONENT? NO
 PRIORITY #2

The Department of Business and Professional Regulation, Florida Athletic Commission (Commission) proposes a General Revenue (GR) reduction of \$44,368 in the Transfer to Professional Regulation Trust Fund appropriation category. Due to an increase in FAC events, the Commission has had sufficient revenues to sustain its operations and has not needed to utilize the GR funding provided the last two years. A reduction in GR at this time would be minimal, however if the number of events/revenues decrease, the Commission will need to make use of the funding provided.

This reduction would have a minimal impact to the Commission's operations.

COL A10		
SCH VIIIIB-2		
RED FY24-25		
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
EXPENSES		040000
PROFESSIONAL REGULATION TF-STATE	20,000-	2547 1

AGENCY ISSUE NARRATIVE:
 SCH VIIIIB-2 NARR 24-25 NARRATIVE:
 PRIORITY #19

IT COMPONENT? NO

The Department of Business and Professional Regulation, Bureau of Testing and Continuing Education (Bureau) proposes a reduction of \$20,000 in the Expenses appropriation category.

A \$20,000 reduction in the Expenses 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.

COL A10		
SCH VIIIIB-2		
RED FY24-25		
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	115,050-	2547 1
	=====	

AGENCY ISSUE NARRATIVE:
 SCH VIIIIB-2 NARR 24-25 NARRATIVE:
 Priority #29

IT COMPONENT? NO

The Department of Business and Professional Regulation (Department), Bureau of Testing and Continuing Education(Bureau) proposes a reduction of \$115,050 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 proposal would eliminate the funding for examination testing consultants and transfer the responsibility to board members.

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

REDUCE STAFF IN THE BUREAU OF		
TESTING AND CONTINUING EDUCATION		33V2080
SALARY RATE		000000
SALARY RATE.....	32,886-	
	=====	
SALARIES AND BENEFITS		010000
	1.00-	
PROFESSIONAL REGULATION TF-STATE	54,395-	2547 1
	=====	

COL A10		
SCH VIIIIB-2		
RED FY24-25		
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 STAFF IN THE BUREAU OF		
TESTING AND CONTINUING EDUCATION		33V2080
TOTAL: REDUCE STAFF IN THE BUREAU OF		33V2080
TESTING AND CONTINUING EDUCATION		
TOTAL POSITIONS.....	1.00-	
TOTAL ISSUE.....	54,395-	
TOTAL SALARY RATE.....	32,886-	

AGENCY ISSUE NARRATIVE:
 SCH VIIIIB-2 NARR 24-25 NARRATIVE: IT COMPONENT? NO
 PRIORITY #37

The Department of Business and Professional Regulation (Department), Bureau of Testing and Continuing Education (Bureau) proposes a reduction of one (1) position and \$54,395 in budget authority.

The proposed position is an Administrative Assistant II and it provides assistance to the unit with customer challenges, tracking the movement of challenges back and forth with the vendor, as well as assisting the exam development team.

The duties of this position would have to be reassigned which would place a larger workload on remaining staff.

This reduction would have a moderate impact on the operations of the Bureau.

POSITION DETAIL OF SALARIES AND BENEFITS:

	FTE	BASE RATE	ADDITIVES	BENEFITS	SUBTOTAL	LAPSE %	LAPSED SALARIES AND BENEFITS
A10 - SCH VIIIIB-2 RED FY24-25							
CHANGES TO CURRENTLY AUTHORIZED POSITIONS							
P101 PROPOSED CLASS CODE							
R0501 001	1.00-	32,886-		21,509-	54,395-	0.00	54,395-

COL A10 SCH VIIIIB-2 RED FY24-25 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 STAFF IN THE BUREAU OF TESTING AND CONTINUING EDUCATION		33V2080

POSITION DETAIL OF SALARIES AND BENEFITS:

FTE	BASE RATE	ADDITIVES	BENEFITS	SUBTOTAL	LAPSE %	LAPSED SALARIES AND BENEFITS
A10 - SCH VIIIIB-2 RED FY24-25						
CHANGES TO CURRENTLY AUTHORIZED POSITIONS						
TOTALS FOR ISSUE BY FUND						
						54,395-
2547	PROFESSIONAL REGULATION TF					
1.00-	32,886-		21,509-	54,395-		54,395-

ELIMINATE ORLANDO EXAMINATION SITES
 FOR CONSTRUCTION, GEOLOGY, AND
 HARBOR PILOTS AND RELOCATE TO
 TALLAHASSEE

SPECIAL CATEGORIES		33V3070
EXAMINATION TESTING SVCS		100000
		100106
PROFESSIONAL REGULATION TF-STATE	145,000-	2547 1

AGENCY ISSUE NARRATIVE:
 SCH VIIIIB-2 NARR 24-25 NARRATIVE:
 PRIORITY: #28

IT COMPONENT? NO

The Department of Business and Professional Regulation (department), Bureau of Testing and Continuing Education (bureau) proposes a reduction of \$145,000 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

COL A10		
SCH VIIIIB-2		
RED FY24-25		
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

centrally located Orlando, Florida. This proposal would eliminate the funding for paper and pencil examination facilities in Orlando and require those examination sites to be relocated to the Tallahassee based department offices thereby reducing the cost of facility rental and exam proctors.

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

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

TOTAL: REGULATION AND LICENSING		<u>1204.00.00.00</u>
BY FUND TYPE		
TRUST FUNDS.....	1.00- 334,445-	2000
SALARY RATE.....	32,886-	
=====		

COL A10		
SCH VIIIIB-2		
RED FY24-25		
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
SPECIAL CATEGORIES		100000
CONTRACTED SERVICES		100777
PROFESSIONAL REGULATION TF-STATE	7,000-	2547 1

AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 24-25 NARRATIVE: IT COMPONENT? NO
 PRIORITY #10

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

The program is currently appropriated \$9,090 in Contracted Services. This reduction will leave \$2,090 for mailing/shipping, fingerprinting, and all other contractual services. Historically, the program has transferred, as needed, any unobligated budget authority in the Contracted Services appropriation category to other budget categories to ensure the payment of program expenditures at year end. This reduction will have an impact on program operations if there is not sufficient budget authority available for transfer at year end.

This reduction will have a moderate impact on operations in the Division of Farm and Child Labor.

ELIMINATE STAFF IN THE FARM AND CHILD LABOR PROGRAM		33V3060
SALARY RATE		000000
SALARY RATE.....	68,578-	
	=====	
SALARIES AND BENEFITS		010000
	2.00-	
PROFESSIONAL REGULATION TF-STATE	112,190-	2547 1
	=====	
TOTAL: ELIMINATE STAFF IN THE FARM AND CHILD LABOR PROGRAM		33V3060
TOTAL POSITIONS.....	2.00-	
TOTAL ISSUE.....	112,190-	
TOTAL SALARY RATE.....	68,578-	
	=====	

COL A10		
SCH VIIIIB-2		
RED FY24-25		
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

AGENCY ISSUE NARRATIVE:
 SCH VIIIIB-2 NARR 24-25 NARRATIVE:
 PRIORITY #45

IT COMPONENT? NO

The Department of Business and Professional Regulation's (division) Farm and Child Labor Regulation Program proposes a reduction of two (2) Labor Employment and Training Specialist positions and \$112,190 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.

This reduction would have a significant impact on Division operations.

POSITION DETAIL OF SALARIES AND BENEFITS:

FTE	BASE RATE	ADDITIVES	BENEFITS	SUBTOTAL	LAPSE %	LAPSED SALARIES AND BENEFITS
A10 - SCH VIIIIB-2 RED FY24-25						
CHANGES TO CURRENTLY AUTHORIZED POSITIONS						
3341 LABOR, EMPLOYMENT & TRAINING SPECIALIST						
R1305 001	1.00-	34,289-	21,806-	56,095-	0.00	56,095-
R1306 001	1.00-	34,289-	21,806-	56,095-	0.00	56,095-

COL A10 SCH VIIIIB-2 RED FY24-25		CODES
POS	AMOUNT	
BUSINESS/PROFESSIONAL REG		79000000
PGM: PROFESSIONAL REG		79050000
<u>FARM/CHILD LABOR REG</u>		79050600
PUBLIC PROTECTION		12
<u>REGULATION AND LICENSING</u>		<u>1204.00.00.00</u>
PROGRAM REDUCTIONS		33V0000
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
A10 - SCH VIIIIB-2 RED FY24-25						
CHANGES TO CURRENTLY AUTHORIZED POSITIONS						
TOTALS FOR ISSUE BY FUND						
2547	PROFESSIONAL REGULATION TF					112,190-
2.00-	68,578-		43,612-	112,190-		112,190-

TOTAL: REGULATION AND LICENSING		1204.00.00.00
BY FUND TYPE		
TRUST FUNDS.....	2.00-	119,190-
SALARY RATE.....	68,578-	2000

=====

COL A10		
SCH VIIIIB-2		
RED FY24-25		
POS	AMOUNT	CODES
BUSINESS/PROFESSIONAL REG		79000000
PGM: PROFESSIONAL REG		79050000
<u>DRUGS, DEVICES & COSMETICS</u>		79050800
PUBLIC PROTECTION		12
<u>REGULATION AND LICENSING</u>		<u>1204.00.00.00</u>
PROGRAM REDUCTIONS		33V0000
REDUCE CONTRACTED SERVICES		
APPROPRIATION		33V0110
SPECIAL CATEGORIES		100000
CONTRACTED SERVICES		100777
PROFESSIONAL REGULATION TF-STATE	40,000-	2547 1

AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 24-25 NARRATIVE: IT COMPONENT? NO
 PRIORITY #9

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.

This reduction will have a moderate impact on operations in the Division of Drugs, Devices and Cosmetics.

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

AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 24-25 NARRATIVE: IT COMPONENT? NO
 PRIORITY #22

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 FY24-25		
POS	AMOUNT	CODES

BUSINESS/PROFESSIONAL REG		79000000
PGM: PROFESSIONAL REG		79050000
<u>DRUGS, DEVICES & COSMETICS</u>		79050800
PUBLIC PROTECTION		12
<u>REGULATION AND LICENSING</u>		<u>1204.00.00.00</u>
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 12,000 permitted establishments in Florida that are subject to the inspections established by the division. These inspections are inspections that directly impact an entity's ability to engage in permitted business operations. The Division's enforcement unit - the unit that is tasked with conducting these inspections is comprised of 10.5 FTEs (9 drug inspectors and 1.5 medical oxygen inspectors) and 4 OPS (4 Medical Gas Inspectors).

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 permitholders.

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.

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

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

AGENCY ISSUE NARRATIVE:
 SCH VIIIIB-2 NARR 24-25 NARRATIVE:
 PRIORITY #3

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 current appropriation is \$640,000. In FY 2020-21, 2021-22, and 2022-23, the Division did not need to utilize the General Revenue appropriation due to the carry forward cash balance from the prior year. However, should revenues decrease to a point where operations cannot be sustained, the Division would need to make use of the General Revenue funding.

COL A10		
SCH VIIIIB-2		
RED FY24-25		
POS	AMOUNT	CODES
BUSINESS/PROFESSIONAL REG		79000000
PGM: PROFESSIONAL REG		79050000
<u>DRUGS, DEVICES & COSMETICS</u>		79050800
PUBLIC PROTECTION		12
<u>REGULATION AND LICENSING</u>		<u>1204.00.00.00</u>
PROGRAM REDUCTIONS		33V0000
REDUCE GENERAL REVENUE TRANSFER		33V0320

This reduction in General Revenue would have minimal impact on the division's ability to provide licensing and regulatory oversight as long as revenues remain sufficient to sustain the program.

REDUCE OPERATION OF MOTOR VEHICLES		
APPROPRIATION		33V0350
SPECIAL CATEGORIES		100000
OPERATION/MOTOR VEHICLES		102289
PROFESSIONAL REGULATION TF-STATE	12,000-	2547 1

=====

AGENCY ISSUE NARRATIVE:
 SCH VIIIIB-2 NARR 24-25 NARRATIVE:
 PRIORITY #34

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 appropriation 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.

This reduction will have a significant impact of the Division.

COL A10		
SCH VIIIIB-2		
RED FY24-25		
POS	AMOUNT	CODES

BUSINESS/PROFESSIONAL REG		79000000
PGM: PROFESSIONAL REG		79050000
<u>DRUGS, DEVICES & COSMETICS</u>		79050800
PUBLIC PROTECTION		12
<u>REGULATION AND LICENSING</u>		<u>1204.00.00.00</u>
PROGRAM REDUCTIONS		33V0000
REDUCE STAFF IN THE DIVISION OF		
DRUGS, DEVICES AND COSMETICS		33V1980
SALARY RATE		000000
SALARY RATE.....	85,975-	
	=====	
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.....	85,975-	
	=====	

AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 24-25 NARRATIVE: IT COMPONENT? NO
 Priority #51

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 significant impact on the inspection, investigation, and outreach activities. The workload of the position 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, and or cosmetics.

This reduction would have a significant impact on Division operations.

COL A10 SCH VIIIIB-2 RED FY24-25 POS AMOUNT	CODES
BUSINESS/PROFESSIONAL REG	79000000
PGM: PROFESSIONAL REG	79050000
<u>DRUGS, DEVICES & COSMETICS</u>	79050800
PUBLIC PROTECTION	12
<u>REGULATION AND LICENSING</u>	<u>1204.00.00.00</u>
PROGRAM REDUCTIONS	33V0000
REDUCE STAFF IN THE DIVISION OF DRUGS, DEVICES AND COSMETICS	33V1980

POSITION DETAIL OF SALARIES AND BENEFITS:

	FTE	BASE RATE	ADDITIVES	BENEFITS	SUBTOTAL	LAPSE %	LAPSED SALARIES AND BENEFITS
A10 - SCH VIIIIB-2 RED FY24-25							
CHANGES TO CURRENTLY AUTHORIZED POSITIONS							
8837 DRUG INSPECTOR R1307 001	1.00-	85,014-	961-	32,774-	118,749-	0.00	118,749-
TOTALS FOR ISSUE BY FUND							
2547 PROFESSIONAL REGULATION TF							118,749-
	1.00-	85,014-	961-	32,774-	118,749-		118,749-

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.....		85,975-					

=====

COL A10		
SCH VIIIIB-2		
RED FY24-25		
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 OTHER PERSONAL SERVICES		
(OPS) APPROPRIATION		33V0100
OTHER PERSONAL SERVICES		030000
HOTEL AND RESTAURANT TF	-STATE 37,003-	2375 1
	=====	

AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 24-25 NARRATIVE: IT COMPONENT? NO
 PRIORITY #35

The Department of Business and Professional Regulation, Division of Hotels and Restaurants (Division) proposes a reduction of \$37,003 in budget authority in the Other Personal Services (OPS) appropriation category. This would completely eliminate the OPS category in the Division. These OPS funds are currently being used to assist in processing elevator delinquency citations in the Bureau of Elevator Safety.

This reduction would have a significant impact on Division operations.

REDUCE LEASE OR LEASE-PURCHASE OF		
EQUIPMENT APPROPRIATION		33V0120
SPECIAL CATEGORIES		100000
LEASE/PURCHASE/EQUIPMENT		105281
HOTEL AND RESTAURANT TF	-STATE 3,000-	2375 1
	=====	

AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 24-25 NARRATIVE: IT COMPONENT? NO
 PRIORITY #5

The Department of Business and Professional Regulation, Division of Hotels and Restaurants (Division) proposes a reduction of \$3,000 in the Lease/Purchase of Equipment category that is used to pay for copier leases and postage machines in Division offices.

This reduction would have a minimal impact on Division operations.

COL A10		
SCH VIIIIB-2		
RED FY24-25		
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 EXPENSES APPROPRIATION		33V0310
EXPENSES		040000

HOTEL AND RESTAURANT TF -STATE 15,000- 2375 1

=====

AGENCY ISSUE NARRATIVE:
 SCH VIIIIB-2 NARR 24-25 NARRATIVE:
 PRIORITY #7

IT COMPONENT? NO

The Department of Business and Professional Regulation, Division of Hotels and Restaurants (Division) proposes a reduction of \$15,000 in the Expense category. The current expense appropriation is \$2,070,579 and this reduction would impact some travel for conferences, team meetings, and training as well as delaying some technology purchases for software, iPad replacement, and printers for field staff.

This reduction will have a minimal impact on the operations of the Division.

REDUCE INSPECTION STAFF IN THE		
BUREAU OF SANITATION AND SAFETY		33V1960
SALARY RATE		000000

SALARY RATE..... 1,779,512-

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SALARIES AND BENEFITS		010000
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47.00-

HOTEL AND RESTAURANT TF -STATE	2,840,035-	2375 1
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TOTAL: REDUCE INSPECTION STAFF IN THE		33V1960
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BUREAU OF SANITATION AND SAFETY

TOTAL POSITIONS..... 47.00-

TOTAL ISSUE..... 2,840,035-

TOTAL SALARY RATE..... 1,779,512-

=====

AGENCY ISSUE NARRATIVE:
 SCH VIIIIB-2 NARR 24-25 NARRATIVE:
 PRIORITY #60

IT COMPONENT? NO

COL A10		
SCH VIIIIB-2		
RED FY24-25		
POS	AMOUNT	CODES
BUSINESS/PROFESSIONAL REG		79000000
PGM: HOTELS & RESTAURANTS		79200000
<u>COMPLIANCE AND ENFORCEMENT</u>		79200100
PUBLIC PROTECTION		12
<u>REGULATION AND LICENSING</u>		<u>1204.00.00.00</u>
PROGRAM REDUCTIONS		33V0000
REDUCE INSPECTION STAFF IN THE		
BUREAU OF SANITATION AND SAFETY		33V1960

The Department of Business and Professional Regulation, Division of Hotels and Restaurants (Division) proposes a reduction of forty-seven (47) FTE and \$2,840,035 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 (47) Sanitation and Safety Specialist FTE positions which would significantly compromise public safety and equate to approximately 36,895 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.

POSITION DETAIL OF SALARIES AND BENEFITS:

	FTE	BASE RATE	ADDITIVES	BENEFITS	SUBTOTAL	LAPSE %	LAPSED SALARIES AND BENEFITS
A10 - SCH VIIIIB-2 RED FY24-25							
CHANGES TO CURRENTLY AUTHORIZED POSITIONS							
8888 SANITATION AND SAFETY SPECIALIST							
R4019 001	47.00-	1,779,512-		1,060,523-	2,840,035-	0.00	2,840,035-
TOTALS FOR ISSUE BY FUND							
2375 HOTEL AND RESTAURANT TF							2,840,035-
	47.00-	1,779,512-		1,060,523-	2,840,035-		2,840,035-

 COL A10
 SCH VIIIIB-2
 RED FY24-25
 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
EXPENSES		040000
HOTEL AND RESTAURANT TF	-STATE	49,543-
		=====
		2375 1

AGENCY ISSUE NARRATIVE:
 SCH VIIIIB-2 NARR 24-25 NARRATIVE: IT COMPONENT? NO
 PRIORITY #6

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

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 from FY 2023-24 LBR). The Division spends approximately \$197,809 annually on fuel reimbursements for inspectors whose vehicles were unavailable or being worked on. 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.

TOTAL: REGULATION AND LICENSING		<u>1204.00.00.00</u>
BY FUND TYPE		
	47.00-	
TRUST FUNDS.....	2,944,581-	2000
SALARY RATE.....	1,779,512-	
	=====	

COL A10		
SCH VIIIIB-2		
RED FY24-25		
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.....	1,297,229-	
	=====	
SALARIES AND BENEFITS		010000
	27.75-	
ALCOHOLIC, BEV, TOBACCO TF -STATE	2,136,691-	2022 1
	=====	
EXPENSES		040000
ALCOHOLIC, BEV, TOBACCO TF -STATE	61,581-	2022 1
	=====	
SPECIAL CATEGORIES		100000
ACQUISITION/MOTOR VEHICLES		100021
ALCOHOLIC, BEV, TOBACCO TF -STATE	32,500-	2022 1
	=====	
OPER & MAINT OF PATROL VEH		102275
ALCOHOLIC, BEV, TOBACCO TF -STATE	75,000-	2022 1
	=====	
SALARY INCENTIVE PAYMENTS		103290
ALCOHOLIC, BEV, TOBACCO TF -STATE	1,950-	2022 1
	=====	
TOTAL: REDUCE STAFF IN THE DIVISION OF		33V2020
ALCOHOLIC BEVERAGES AND TOBACCO -		
BUREAU OF LAW ENFORCEMENT		
TOTAL POSITIONS.....	27.75-	
TOTAL ISSUE.....	2,307,722-	
TOTAL SALARY RATE.....	1,297,229-	
	=====	

COL A10		
SCH VIIIIB-2		
RED FY24-25		
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

AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 24-25 NARRATIVE: IT COMPONENT? NO
 PRIORITY #54

The Department of Business and Professional Regulation, Division of Alcoholic Beverages and Tobacco (Division) proposes a reduction of twenty-seven (27.75) FTE and \$2,307,722 in related 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.

POSITION DETAIL OF SALARIES AND BENEFITS:

	FTE	BASE RATE	ADDITIVES	BENEFITS	SUBTOTAL	LAPSE %	LAPSED SALARIES AND BENEFITS
A10 - SCH VIIIIB-2 RED FY24-25							
CHANGES TO CURRENTLY AUTHORIZED POSITIONS							
0712 ADMINISTRATIVE ASSISTANT II							
R4001 001	2.75-	89,633-		58,977-	148,610-	0.00	148,610-
8318 INVESTIGATION SPECIALIST II							
R4002 001	10.00-	364,745-		222,699-	587,444-	0.00	587,444-
8522 LAW ENFORCEMENT LIEUTENANT							
R4004 001	2.00-	125,103-		79,501-	204,604-	0.00	204,604-

COL A10
 SCH VIIIIB-2
 RED FY24-25
 POS AMOUNT

CODES

BUSINESS/PROFESSIONAL REG
 PGM: ALCOHOL BEV & TOBACCO
COMPLIANCE AND ENFORCEMENT
 PUBLIC PROTECTION
REGULATION AND LICENSING

79000000
 79400000
 79400100
 12
1204.00.00.00

PROGRAM REDUCTIONS
 REDUCE STAFF IN THE DIVISION OF
 ALCOHOLIC BEVERAGES AND TOBACCO -
 BUREAU OF LAW ENFORCEMENT

33V0000

 33V2020

POSITION DETAIL OF SALARIES AND BENEFITS:

	FTE	BASE RATE	ADDITIVES	BENEFITS	SUBTOTAL	LAPSE %	LAPSED SALARIES AND BENEFITS
A10 - SCH VIIIIB-2 RED FY24-25							
CHANGES TO CURRENTLY AUTHORIZED POSITIONS							
8541 LAW ENFORCEMENT INVESTIGATOR II							
R4003 001	13.00-	717,748-		478,285-	1,196,033-	0.00	1,196,033-
TOTALS FOR ISSUE BY FUND							
2022 ALCOHOLIC, BEV, TOBACCO TF							2,136,691-
	27.75-	1,297,229-		839,462-	2,136,691-		2,136,691-

 TOTAL: REGULATION AND LICENSING 1204.00.00.00
 BY FUND TYPE

TRUST FUNDS.....	27.75-	2,307,722-					2000
SALARY RATE.....		1,297,229-					

=====

COL A10		
SCH VIIIIB-2		
RED FY24-25		
POS	AMOUNT	CODES

BUSINESS/PROFESSIONAL REG		79000000
PGM: ALCOHOL BEV & TOBACCO		79400000
<u>STANDARDS AND LICENSURE</u>		79400200
PUBLIC PROTECTION		12
<u>REGULATION AND LICENSING</u>		<u>1204.00.00.00</u>
PROGRAM REDUCTIONS		33V0000
REDUCE STAFF IN THE DIVISION OF		
ALCOHOLIC BEVERAGES AND TOBACCO -		
LICENSING		33V2040
SALARY RATE		000000
SALARY RATE.....	250,805-	
	=====	
SALARIES AND BENEFITS		010000
	6.50-	
ALCOHOLIC, BEV, TOBACCO TF -STATE	399,641-	2022 1
	=====	
OTHER PERSONAL SERVICES		030000
ALCOHOLIC, BEV, TOBACCO TF -STATE	21,871-	2022 1
	=====	
EXPENSES		040000
ALCOHOLIC, BEV, TOBACCO TF -STATE	90,213-	2022 1
	=====	
TOTAL: REDUCE STAFF IN THE DIVISION OF		33V2040
ALCOHOLIC BEVERAGES AND TOBACCO -		
LICENSING		
TOTAL POSITIONS.....	6.50-	
TOTAL ISSUE.....	511,725-	
TOTAL SALARY RATE.....	250,805-	
	=====	

AGENCY ISSUE NARRATIVE:
 SCH VIIIIB-2 NARR 24-25 NARRATIVE: IT COMPONENT? NO
 PRIORITY #55

The Department of Business and Professional Regulation, Division of Alcoholic Beverages and Tobacco (Division) proposes a reduction of six and a half (6.5) FTE and \$511,725 of related budget authority.

These positions include one (1) Operation Review Specialist, one (1) Operation Analyst II, two and a half (2.5) Regulatory Specialist III's, one (1) Regulatory Consultant, and one (1) Regulatory Supervisor/Consultant - SES in the Bureau of Licensing. A reduction to licensing staff will severely impact the processing times of applications for the issuance of licenses, permits, and registrations for the sale of alcoholic beverages and tobacco products, putting that

COL A10 SCH VIIIIB-2 RED FY24-25 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

workload then onto the remaining staff.

This reduction would have a significant impact on Division operations and businesses.

POSITION DETAIL OF SALARIES AND BENEFITS:

	FTE	BASE RATE	ADDITIVES	BENEFITS	SUBTOTAL	LAPSE %	LAPSED SALARIES AND BENEFITS
A10 - SCH VIIIIB-2 RED FY24-25							
CHANGES TO CURRENTLY AUTHORIZED POSITIONS							
0442 REGULATORY CONSULTANT							
R4009 001	1.00-	39,820-		22,980-	62,800-	0.00	62,800-
0444 REGULATORY SPECIALIST III							
R4007 001	2.50-	91,603-		55,765-	147,368-	0.00	147,368-
2212 OPERATIONS ANALYST II							
R4006 001	1.00-	34,420-		21,834-	56,254-	0.00	56,254-
2239 OPERATIONS REVIEW SPECIALIST							
R4005 001	1.00-	43,151-		23,687-	66,838-	0.00	66,838-
0442 REGULATORY SUPERVISOR/CONSULTANT - SES							
R4008 001	1.00-	41,811-		24,570-	66,381-	0.00	66,381-

TOTALS FOR ISSUE BY FUND							
2022 ALCOHOLIC, BEV, TOBACCO TF							399,641-
	6.50-	250,805-		148,836-	399,641-		399,641-
	=====	=====	=====	=====	=====		=====

COL A10		
SCH VIIIB-2		
RED FY24-25		
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		
	6.50-	
TRUST FUNDS.....	511,725-	2000
SALARY RATE.....	250,805-	
	=====	
<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.....	419,105-	
	=====	
SALARIES AND BENEFITS		010000
	10.00-	
ALCOHOLIC, BEV, TOBACCO TF -STATE	653,341-	2022 1
	=====	
OTHER PERSONAL SERVICES		030000
ALCOHOLIC, BEV, TOBACCO TF -STATE	11,184-	2022 1
	=====	
EXPENSES		040000
ALCOHOLIC, BEV, TOBACCO TF -STATE	58,925-	2022 1
	=====	
TOTAL: REDUCE STAFF IN THE DIVISION OF		33V2050
ALCOHOLIC BEVERAGES AND TOBACCO -		
TAX COLLECTION		
TOTAL POSITIONS.....	10.00-	
TOTAL ISSUE.....	723,450-	
TOTAL SALARY RATE.....	419,105-	
	=====	

COL A10 SCH VIIIB-2 RED FY24-25 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

AGENCY ISSUE NARRATIVE:

SCH VIIIB-2 NARR 24-25 NARRATIVE: IT COMPONENT? NO
 PRIORITY #57

The Department of Business and Professional Regulation, Division of Alcoholic Beverages and Tobacco (Division) proposes a reduction of ten (10) FTE and \$723,450 of related 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 workload and any reduction would severely hamper the division.

The positions included in this reduction are one (1) Tax Auditor IV that performs audits of out-of-state businesses; and one (1) Tax Auditor III and six (6) Tax Auditor I positions that currently perform audits in the Leon, Hillsborough, Escambia, and Dade counties - leaving upwards of 5,000 licensees without an auditing presence. Due to the heightened workload already, the remaining work from this reduction could not be absorbed by the other staff.

This reduction would have a significant impact on Division operations.

POSITION DETAIL OF SALARIES AND BENEFITS:

	FTE	BASE RATE	ADDITIVES	BENEFITS	SUBTOTAL	LAPSE %	LAPSED SALARIES AND BENEFITS
A10 - SCH VIIIB-2 RED FY24-25							
CHANGES TO CURRENTLY AUTHORIZED POSITIONS							
1503 TAX AUDITOR I							
R4013 001	6.00-	231,346-		136,272-	367,618-	0.00	367,618-
1509 TAX AUDITOR III							
R4012 001	1.00-	43,902-		23,847-	67,749-	0.00	67,749-
1510 TAX AUDITOR IV							
R4011 001	2.00-	92,193-		48,624-	140,817-	0.00	140,817-
1705 SENIOR TAX SPECIALIST							
R4010 001	1.00-	51,664-		25,493-	77,157-	0.00	77,157-

COL A10 SCH VIIIIB-2 RED FY24-25		CODES
POS	AMOUNT	
BUSINESS/PROFESSIONAL REG		79000000
PGM: ALCOHOL BEV & TOBACCO		79400000
<u>TAX COLLECTION</u>		79400300
PUBLIC PROTECTION		12
<u>REGULATION AND LICENSING</u>		<u>1204.00.00.00</u>
PROGRAM REDUCTIONS		33V0000
REDUCE STAFF IN THE DIVISION OF ALCOHOLIC BEVERAGES AND TOBACCO - TAX COLLECTION		33V2050

POSITION DETAIL OF SALARIES AND BENEFITS:

FTE	BASE RATE	ADDITIVES	BENEFITS	SUBTOTAL	LAPSE %	LAPSED SALARIES AND BENEFITS
A10 - SCH VIIIIB-2 RED FY24-25						
CHANGES TO CURRENTLY AUTHORIZED POSITIONS						
TOTALS FOR ISSUE BY FUND						653,341-
2022 ALCOHOLIC, BEV, TOBACCO TF						653,341-
10.00-	419,105-		234,236-	653,341-		653,341-
=====	=====	=====	=====	=====		=====

*****						*****
TOTAL: REGULATION AND LICENSING						<u>1204.00.00.00</u>
BY FUND TYPE						
TRUST FUNDS.....	10.00-	723,450-				2000
SALARY RATE.....		419,105-				
	=====					

COL A10		
SCH VIIIIB-2		
RED FY24-25		
POS	AMOUNT	CODES

BUSINESS/PROFESSIONAL REG		79000000
PGM: CONDOS, TIMESHARE, MOB HM		79800000
<u>COMPLIANCE AND ENFORCEMENT</u>		79800100
PUBLIC PROTECTION		12
<u>REGULATION AND LICENSING</u>		<u>1204.00.00.00</u>
PROGRAM REDUCTIONS		33V0000
REDUCE STAFF IN THE DIVISION OF		
FLORIDA CONDOMINIUMS, TIMESHARES		
AND MOBILE HOMES - STANDARDS AND		
REGISTRATION		33V1570
SALARY RATE		000000
SALARY RATE.....	553,396-	
	=====	
SALARIES AND BENEFITS		010000
FL CONDO/TIMESHARE/MH TF -STATE	15.00- 889,946-	2289 1
	=====	
EXPENSES		040000
FL CONDO/TIMESHARE/MH TF -STATE	28,296-	2289 1
	=====	
TOTAL: REDUCE STAFF IN THE DIVISION OF		33V1570
FLORIDA CONDOMINIUMS, TIMESHARES		
AND MOBILE HOMES - STANDARDS AND		
REGISTRATION		
TOTAL POSITIONS.....	15.00-	
TOTAL ISSUE.....	918,242-	
TOTAL SALARY RATE.....	553,396-	
	=====	

AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 24-25 NARRATIVE:
 PRIORITY #52

IT COMPONENT? NO

The Department of Business and Professional Regulation, Division of Condominiums, Timeshares, and Mobile Homes (Division) proposes a reduction of fifteen (15) FTE and \$918,242 of related budget authority.

This issue would severely impact the Standards and Registration unit and would eliminate the following:

- One (1) Real Estate Development Supervisor, five (5) Real Estate Development Specialist positions, two (2) Investigation Specialist Positions, and one (1) Administrative Assistant II in the Mobile Home Section;
- Four (4) Real Estate Development Specialist positions in the Timeshares section; and
- One (1) Investigation Specialist and one (1) Administrative Assistant I in the Yacht and Ship section.

 COL A10
 SCH VIIIIB-2
 RED FY24-25
 POS AMOUNT CODES

BUSINESS/PROFESSIONAL REG 79000000
 PGM: CONDOS, TIMESHAR, MOB HM 79800000
COMPLIANCE AND ENFORCEMENT 79800100
 PUBLIC PROTECTION 12
REGULATION AND LICENSING 1204.00.00.00
 PROGRAM REDUCTIONS 33V0000
 REDUCE STAFF IN THE DIVISION OF
 FLORIDA CONDOMINIUMS, TIMESHARES
 AND MOBILE HOMES - STANDARDS AND
 REGISTRATION 33V1570

The Standards and Registration unit is responsible for the development process of condominiums, timeshares, and mobile homes. This workload would be inadequately distributed to other sections of the Division that are focused on other tasks, like compliance investigations, which take up a majority of the workload already. As well, this would leave the Yacht and Ship section understaffed and would further intensify the added workload to other sections within the Division.

If this reduction is taken, workload will have to transferred to remaining staff. This reduction would have a significant impact on Division operations.

POSITION DETAIL OF SALARIES AND BENEFITS:

	FTE	BASE RATE	ADDITIVES	BENEFITS	SUBTOTAL	LAPSE %	LAPSED SALARIES AND BENEFITS
	-----	-----	-----	-----	-----	-----	-----
A10 - SCH VIIIIB-2 RED FY24-25							
CHANGES TO CURRENTLY AUTHORIZED POSITIONS							
0709 ADMINISTRATIVE ASSISTANT I							
R4016 001	1.00-	32,886-		21,509-	54,395-	0.00	54,395-
0712 ADMINISTRATIVE ASSISTANT II							
R4015 001	1.00-	37,651-		22,519-	60,170-	0.00	60,170-
4482 REAL ESTATE DEVELOPMENT SPECIALIST							
R4014 001	9.00-	326,861-		200,130-	526,991-	0.00	526,991-
8318 INVESTIGATION SPECIALIST II							
R4017 001	3.00-	108,954-		66,710-	175,664-	0.00	175,664-
4484 REAL ESTATE DEVELOPMENT SPEC SUPV - SES							
R4018 001	1.00-	47,044-		25,682-	72,726-	0.00	72,726-

TOTALS FOR ISSUE BY FUND							
2289 FL CONDO/TIMESHARE/MH TF							889,946-
	15.00-	553,396-		336,550-	889,946-		889,946-
	=====	=====	=====	=====	=====	=====	=====

COL A10		
SCH VIIIIB-2		
RED FY24-25		
POS	AMOUNT	CODES

BUSINESS/PROFESSIONAL REG		79000000
PGM: CONDOS, TIMESHR, MOB HM		79800000
<u>COMPLIANCE AND ENFORCEMENT</u>		79800100
PUBLIC PROTECTION		12
<u>REGULATION AND LICENSING</u>		<u>1204.00.00.00</u>
TOTAL: REGULATION AND LICENSING		<u>1204.00.00.00</u>
BY FUND TYPE		
	15.00-	
TRUST FUNDS.....	918,242-	2000
SALARY RATE.....	553,396-	
	=====	
TOTAL: BUSINESS/PROFESSIONAL REG		79000000
BY FUND TYPE		
GENERAL REVENUE FUND	139,132-	1000
TRUST FUNDS	17,208,729-	2000

TOTAL POSITIONS.....	170.75-	
TOTAL DEPARTMENT.....	17,347,861-	
TOTAL SALARY RATE.....	7,030,398-	
	=====	