

## **Analysis of Budget Request**

**Appropriation:** 81J - Barber Board-Treasury Cash

**Funding Sources:** NBE - Cash in Treasury

The State Board of Barber Examiners was created by Act 313 of 1937 to regulate the barbering profession. The Board supervises barber colleges in Arkansas to ensure they teach the proper methods of sanitation and sterilization, and perform services to the public. The Board prepares written and practical examinations and administers them to students upon completion of the course. Upon passage, students are licensed to work in a licensed barbershop.

The Board issues Student Barber, Barber Technician, Barber Shop, Barber Instructor, and Barber College licenses. Barber shops are periodically inspected, by direction of the Board, to ensure barbers are currently licensed and are using the proper methods of sanitation and sterilization. Fees are collected annually from barbers, barber shops, barber colleges, barber college instructors and students enrolled in barber college.

Base Level Regular Salaries and Personal Services Matching includes Career Service payments for eligible employees. Personal Services Matching also includes a \$20 increase in the monthly contribution for State employee's health insurance for a total State match per budgeted employee of \$410 per month. Base Level salaries and matching do not include appropriation for a Cost of Living Adjustment or Merit Pay increases. The Base Level request for Regular Salaries includes board member stipend payments.

The Board requests a Change Level of \$27,914 in Regular Salaries and Personal Services Matching for each year of the biennium for an Administrative Specialist I position. This is due to the increase in schools from six to twelve. Two of the twelve schools opened since December 2011. On a monthly basis, the position will be responsible for verification and maintenance of student hours, including verification of expired student licenses, reviews of examination applications and reciprocity applications; and barber, barbershop, student, and teacher-manager-instructor file maintenance. This position will assist in processing and mailing the annual newsletter which includes a financial statement to approximately 2,500 barbers. Other duties include daily logging of incoming mail, receipting money for examinations and renewals and mailing out receipts and licenses when processed.

The Executive Recommendation provides for the Agency Request, but recommends discontinuation of one (1) Extra Help position. Expenditure of appropriation is contingent upon available funding.

The Legislative Recommendation concurs with the Executive Recommendation.

## Appropriation Summary

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Commitment Item		2011-2012	2012-2013	2012-2013	2013-2014			2014-2015		
		Actual	Budget	Authorized	Agency	Executive	Legislative	Agency	Executive	Legislative
Regular Salaries	5010000	124,944	146,912	150,525	165,867	168,678	168,678	165,867	168,678	168,678
<b>#Positions</b>		<b>3</b>	<b>3</b>	<b>3</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>
Extra Help	5010001	10,380	15,802	10,802	10,802	10,802	10,802	10,802	10,802	10,802
<b>#Extra Help</b>		<b>1</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>1</b>	<b>1</b>	<b>2</b>	<b>1</b>	<b>1</b>
Personal Services Matching	5010003	39,563	46,810	44,285	56,320	56,938	56,938	56,320	56,938	56,938
Operating Expenses	5020002	28,901	45,150	46,150	45,150	45,150	45,150	45,150	45,150	45,150
Conference & Travel Expenses	5050009	2,404	3,550	2,550	3,550	3,550	3,550	3,550	3,550	3,550
Professional Fees	5060010	0	500	500	500	500	500	500	500	500
Data Processing	5090012	0	0	0	0	0	0	0	0	0
Capital Outlay	5120011	0	0	0	0	0	0	0	0	0
<b>Total</b>		<b>206,192</b>	<b>258,724</b>	<b>254,812</b>	<b>282,189</b>	<b>285,618</b>	<b>285,618</b>	<b>282,189</b>	<b>285,618</b>	<b>285,618</b>
<b>Funding Sources</b>										
Fund Balance	4000005	232,082	236,330		178,606	178,606	178,606	100,117	96,688	96,688
Cash Fund	4000045	210,440	201,000		203,700	203,700	203,700	206,700	206,700	206,700
<b>Total Funding</b>		<b>442,522</b>	<b>437,330</b>		<b>382,306</b>	<b>382,306</b>	<b>382,306</b>	<b>306,817</b>	<b>303,388</b>	<b>303,388</b>
Excess Appropriation/(Funding)		(236,330)	(178,606)		(100,117)	(96,688)	(96,688)	(24,628)	(17,770)	(17,770)
<b>Grand Total</b>		<b>206,192</b>	<b>258,724</b>		<b>282,189</b>	<b>285,618</b>	<b>285,618</b>	<b>282,189</b>	<b>285,618</b>	<b>285,618</b>

Budget exceeds Authorized Appropriation in Extra Help due to a transfer from the Cash Fund Holding Account. The FY13 Budget amount in Personal Services Matching exceeds the authorized amount due to matching rate adjustments during the 2011-2013 Biennium. Budget exceeds Authorized Appropriation in Conference & Travel by authority of Budget Classification Transfer.