

**ARKANSAS BUDGET SYSTEM  
AGENCY PROGRAM COMMENTARY  
1997 - 1999**

The Fire Protection Licensing Board will be working with licensed companies helping them understand the state, local and national fire codes. We feel by helping to educate the installers and servicing companies, as well as the general public, we will help to provide quality fire protection for a reasonable price.

The members of the Fire Protection Licensing Board intend to do what we can to protect and promote public safety by minimizing personal injury and property damages which result from improperly installed or improperly maintained fire protection systems and upgrading National Fire Protection Association (NFPA) pamphlets, from which the installation, servicing and maintaining of portables, fixed systems and fire protection sprinkler systems regulations are derived.

With the addition of the investigator/inspector we are able to check companies, thus making sure that they are in compliance with the rules/regulations of the State of Arkansas. We also respond to any complaint that is received regarding a company or system that is out of compliance or anyone who fails to abide by the laws of the State of Arkansas.

Every company that wishes to work in the State of Arkansas must be licensed with this board. Renewals are a way we have of constantly checking companies to make sure that they have proper tags, insurance, etc.

Priority requests include an increase for rent, FY98 and FY99 for \$1,200, due to the rent increases we have experienced for the past two years and a request for \$3,700 in FY98 to purchase office equipment, such as new telephones.

AGENCY	DIRECTOR	AGENCY PROGRAM COMMENTARY	PAGE
ARKANSAS FIRE PROTECTION LICENSING BOARD	JAMES C. BARNETT, CHAIRMAN	BR21	170

ARKANSAS FIRE PROTECTION LICENSING BOARD  
SUMMARY OF AUDIT FINDINGS AND RECOMMENDATIONS  
FOR THE YEAR ENDED JUNE 30, 1994

Assets				Liabilities			Total Equity
Cash and Investments	Fixed	Other	Total	Current	Long-term	Total	
\$ 54,605	\$ 5,526	\$ 4,764	\$ 64,895	\$ 769	\$ 4,496	\$ 5,265	\$ 59,630

Revenues					Expenditures					Other Sources (Uses)
Inter-governmental	Federal	Licenses and Fees	Other	Total	Salaries and Matching	Grants and Aid	Capital	Other Operating	Total	
\$ 0	\$ 0	\$ 51,891	\$ 3,251	\$ 55,142	\$ 39,544	\$ 0	\$ 0	\$ 15,169	\$ 54,713	\$ 0

Findings

1. CASH FUNDS - (We noted several transactions were not recorded in the Accounting Federal Grants Management (AFGM) System and the AFGM Fund Analysis Report was not reconciled to the true cash balance as required by Part II, Chapter 24 of the State Accounting Procedures Manual.)
2. GENERAL RECORDKEEPING - During the audit, it was noted that the Agency's records were not complete and maintained in an organized manner. Receipts were not cross-referenced to deposits, information was missing from personnel files, and vouchers were not sorted by year and were stored in various places.

Recommendations

1. Review and comply with Part II, Chapter 24 of the State Accounting Procedures Manual.
2. Maintain complete records which are organized in a manner to promote good internal control and the safeguarding of records.

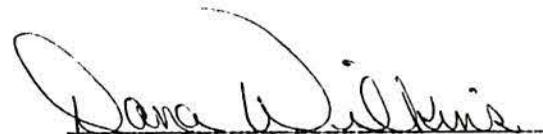
Audited by Division of Legislative Audit  
SA0726394

( ) Noted in previous year's audit report.

ARKANSAS BUDGET SYSTEM  
 EMPLOYMENT SUMMARY  
 AS REQUIRED BY ACT 358 OF 1993  
 (A.C.A 19-4-307)

AGENCY TITLE 263 - Fire Protection Licensing Board

	MALE	FEMALE	TOTAL	PERCENTAGE OF TOTAL
WHITE EMPLOYEES	<u>0</u>	<u>1</u>	<u>1</u>	<u>100%</u>
BLACK EMPLOYEES	<u>0</u>	<u>0</u>	<u>0</u>	<u>0%</u>
EMPLOYEES OF OTHER RACIAL MINORITIES	<u>0</u>	<u>0</u>	<u>0</u>	<u>0%</u>
TOTAL EMPLOYED AS OF <u>08/10/96</u> DATE			<u>0</u>	<u>0%</u>
			TOTAL MINORITIES	
			<u>1</u>	<u>100%</u>
			TOTAL EMPLOYEES	

  
 AGENCY DIRECTOR

**SUMMARY**

**STATUS OF NEW PROGRAMS/EXPANSIONS AUTHORIZED BY THE 80TH GENERAL ASSEMBLY**

AGENCY: FIRE PROTECTION LICENSING BOARD

PROGRAM AUTHORIZED	# POS. AUTH.	ADDITIONAL AUTHORIZED APPROPRIATION		STATUS
		FY 95-96	FY 96-97	

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APPROPRIATION: 920 FIRE  
PROTECTION LICENSING BOARD  
- TREASURY

No new programs or expansions in the 1995-97 biennium.

**ARKANSAS BUDGET SYSTEM  
ANALYSIS OF BUDGET REQUEST  
1997 - 1999**

Created by Act 743 of 1977, the Arkansas Fire Protection Licensing Board strives to help protect the public through the certification and licensing of individuals and companies who install and service fire extinguishers and sprinkler systems. This cash agency receives its income from fees charged for examinations and renewals. The Board has two positions, operating expenses, conference fees and travel, and professional fees and services.

Priority requests for the biennium are \$1,200 each year of the biennium for increases in rent and \$3,700 in FY98 to purchase office equipment.

The Executive Recommendation provides for Base Level, which includes appropriation for a 2.8% Cost of Living Allowance for positions on July 1 of each year of the biennium along with accompanying employee matching requirements.

Expenditure of appropriation is dependent upon available funding.

AGENCY	APPROPRIATION	TREASURY FUND	ANALYSIS OF BUDGET REQUEST	PAGE
Name: Arkansas Fire Protection Licensing Board  Code: 263	Name: Arkansas Fire Protection Licensing Board  Code: 920	Name: Fire Protection License Board  Code: MFP	BR20	<b>174</b>

ARKANSAS BUDGET SYSTEM

CHARACTER TITLE	-----EXPENDITURES-----			-----97-98 FISCAL YEAR-----			-----98-99 FISCAL YEAR-----			-----R E C O M M E N D A T I O N S-----			
	95-96	96-97	96-97	BASE	PRIORITY	TOTAL	BASE	PRIORITY	TOTAL	EXECUTIVE		LEGISLATIVE	
	ACTUAL	BUDGETED	AUTHORIZED							97-98	98-99	97-98	98-99
REGULAR SALARIES	33,856	34,242	32,403	35,902	0	35,902	36,907	0	36,907	35,902	36,907		
NUMBER OF POSITIONS	2	2	2	2	0	2	2	0	2	2	2		
PERSONAL SERV MATCHING	11,445	12,088	11,068	12,383	0	12,383	12,560	0	12,560	12,383	12,560		
OPERATING EXPENSES	12,931	21,574	21,574	21,574	1,200	22,774	21,574	1,200	22,774	21,574	21,574		
CONF FEES & TRAVEL	0	1,520	2,680	1,520	0	1,520	1,520	0	1,520	1,520	1,520		
PROF FEES & SERVICES	0	965	3,000	965	0	965	965	0	965	965	965		
CAPITAL OUTLAY	0	6,720	0	0	3,700	3,700	0	0	0				
INVESTMENTS	0	3,000	3,000	3,000	0	3,000	3,000	0	3,000	3,000	3,000		
<b>TOTAL</b>	<b>58,232</b>	<b>80,109</b>	<b>73,725</b>	<b>75,344</b>	<b>4,900</b>	<b>80,244</b>	<b>76,526</b>	<b>1,200</b>	<b>77,726</b>	<b>75,344</b>	<b>76,526</b>		
PROPOSED FUNDING SOURCES			*****										
FUND BALANCES	54,177	41,714	*****	37,086		37,086	12,442		12,442	37,086	17,342		
GENERAL REVENUES			*****										
SPECIAL REVENUES			*****										
FEDERAL FUNDS			*****										
STATE CENTRAL SERVICES FUND			*****										
NON-REVENUE RECEIPTS			*****										
CASH FUNDS	45,769	75,481	*****	50,700	4,900	55,600	48,800	1,200	50,000	55,600	50,000		
OTHER			*****										
<b>TOTAL FUNDING</b>	<b>99,946</b>	<b>117,195</b>	<b>*****</b>	<b>87,786</b>	<b>4,900</b>	<b>92,686</b>	<b>61,242</b>	<b>1,200</b>	<b>62,442</b>	<b>92,686</b>	<b>67,342</b>		
EXCESS APPROP/ (FUNDING)	( 41,714)	( 37,086)	*****	( 12,442)		( 12,442)	15,284		15,284	( 17,342)	9,184		
<b>TOTAL</b>	<b>58,232</b>	<b>80,109</b>	<b>*****</b>	<b>75,344</b>	<b>4,900</b>	<b>80,244</b>	<b>76,526</b>	<b>1,200</b>	<b>77,726</b>	<b>75,344</b>	<b>76,526</b>		

DEPT 007 REGULATORY BOARDS AND COMMISSIONS  
 AGY 263 ARKANSAS FIRE PROTECTION LICENSING BOARD  
 APPRO 920 ARK FIRE PROTECTION LICENSING BOARD - TREASURY  
 FUND MFP FIRE PROTECTION LICENSE BD-(263)

The FY97 Budgeted amounts in Regular Salaries and/or Personal Services Matching may exceed the Authorized amounts due to the implementation of the pay plan during the 1995-97 biennium.  
 Various Maintenance and General Operation line items may be greater than the authorized appropriation amounts due to reclassification transfers processed in FY97.  
 Appropriation was established through the authority of the MFG Holding Account

APPROPRIATION SUMMARY

BR 215

ARKANSAS BUDGET SYSTEM

PROGRAM/SERVICE INFORMATION LIST

RANK BY APPROPRIATION

01	02	03	04	05	06	07	08	09	10	11	12	13	14	15	16	17	18	19	
RANK	PROGRAM DESCRIPTION	FUND	ACCOUNTING INFORMATION	D E S	EXPENDITURES		1997 - 99 BIENNIUM REQUESTS				R E C O M M E N D A T I O N S								
					ACTUAL	BUDGETED	FY 1997 - 98		FY 1998 - 99		EXECUTIVE		LEGISLATIVE						
					95-96	96-97	REQUEST	REQUEST	1997-98	1998-99	1997-98	1998-99							
300		HFP	263 920	B	58,232 2	80,109 2	75,344 2			76,526 2				75,344 2	76,526 2				
301		HFP	263 920	P01		0 0	4,900 0			1,200 0									
<p>Request \$1,200 for FY98 and FY99 in Character Code 02, Operating Expenses, due to rent increases we have experienced for the past two years.</p> <p>Request \$3,700 in FY98 for the purchase of office equipment (new telephones, furniture, etc.)</p>																			

DEPT 007 REGULATORY BOARDS AND COMMISSIONS  
 AGY 263 ARKANSAS FIRE PROTECTION LICENSING BOARD  
 APPRO 920 ARK FIRE PROTECTION LICENSING BOARD - TREASURY  
 FUND HFP FIRE PROTECTION LICENSE BD-(263)

RANK BY APPROPRIATION  
 BR 264