

STATE BOARD OF BARBER EXAMINERS

Enabling Laws

Act 168 of 2003

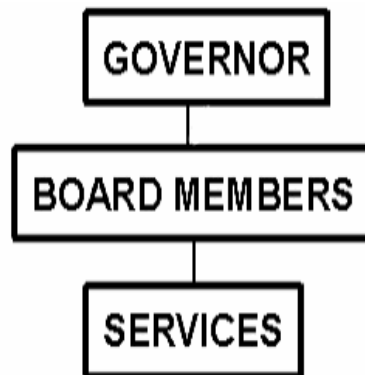
Act 313 of 1937 as amended. See A.C.A. 71-515

History and Organization

Act 313 of 1937, as amended, established the Arkansas State Board of Barber Examiners to provide for the regulation of the barber profession. All barbers, barber shops, barber schools or colleges and students in the barber colleges in Arkansas are required to meet minimum requirements and be licensed or certified by the Board of Barber Examiners. Board membership is composed of five (5) persons appointed by the Governor for a term of six (6) years, with one term expiring each two years and the State Health Officer, who is an ex-officio member.

Fees are collected on an annual basis from all barbers, barber shops, barber colleges, barber college instructors and students enrolled in barber college. All barber shops and barber colleges in the State are inspected for sanitation and sterilization of equipment and any other violation of the barber law. Examinations for a license to practice barbering in our State are given to all barbers and barber college instructors.

We are a cash fund agency funded by the collection of fees.



Agency Commentary

The Arkansas State Board of Barber Examiners is responsible for making sure all persons, students, shops and schools are properly licensed and that the sanitation and sterilization rules are being met in accordance with the laws set forth in the Laws, Rules and Regulations for Barbering. To be in compliance with Arkansas Barber Law, Act 313 of 1937; we need to make sure these laws are being upheld, therefore we must conduct random inspections on each and every shop and school throughout the State of Arkansas, investigate and resolve every complaint submitted to our office. This must be done to ensure the health and safety of the public. We are asking for an increase of appropriation for mileage, meals and lodging for an inspector who was working out of a part time

position but has transferred to an authorized full time position as the number of inspections and complaints of violations have increased. We are asking for an additional increase in the amount of \$4,000.00 to cover these expenses.

Under Statue 17-20-2012 We have five Board Members appointed that receive expense reimbursement and stipend. In order to be in compliance with Arkansas Act 1650 of 2001; additional appropriation is needed for the increase in Board Member stipend. We are asking for an additional appropriation increase in the amount of \$1,000.00.

The current computers and printers we use to conduct business for our Agency, which consists of on- line renewals, in-house renewals, printing newsletters, license, receipts, monthly, quarterly and yearly reports are extremely slow when producing. We contacted a computer consulting company to see if there was something we could install that would improve and speed up the over all functionality of our system that would be cost effective. We were informed that the system we operate from was antiquated and that a new system would be more cost effective and would allow us to operate more efficiently, therefore we are asking for appropriation in the amount of \$1,500.00 for new data processing equipment as deemed necessary.

Funding from fees being currently collected will provide sufficient revenue for the increased described above.

Audit Findings

DIVISION OF LEGISLATIVE AUDIT
AUDIT OF :
ARKANSAS STATE BOARD OF BARBER EXAMINERS
FOR THE YEAR ENDED JUNE 30, 2003

Findings	Recommendations
None	None

Employment Summary

	Male	Female	Total	%
White Employees	2	1	3	100 %
Black Employees	0	0	0	0 %
Other Racial Minorities	0	0	0	0 %
Total Minorities			0	0 %
Total Employees			3	100 %

Cash Fund Balance Description as of June 30, 2004

Fund Account	Balance	Type	Location
3060000	\$244,719	Checking, CD, Savings, Treasur	Regions, Pulaski, US Bank, Summit

Statutory/Other Restrictions on use:

Act 749 of 1195 Statue 17-20-209

Statutory Provisions for Fees, Fines, Penalties:

Act 749 of 1995 Statue 17-20-208

Revenue Receipts Cycle:

Funds are collected on annual basis.

Fund Balance Utilization:

Funds are collected on an annual basis and used for expenditures.

Publications

A.C.A 25-1-204

Name	Statutory Authorization	Required for		# Of Copies	Reason (s) for Continued Publication and Distribution
		Governor	General Assembly		
Annual Letter with Financial Report	A.C.A. 17-20-207	Y	N	2,500	Required by A.C.A. 17-20-207.

Analysis of Budget Request

Appropriation / Program: A11 - Barber Examiners-Cash Operations

Funding Sources: 306 - Barber Examiners - Cash

The State Board of Barber Examiners was created by Act 313 of 1937 to regulate the Barbering Profession. The Board supervises the Barber Colleges in Arkansas to ensure that 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 the 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 inspected periodically, by direction of the Board, to make sure the barbers have a current license and are using the proper methods of sterilization and sanitation.

Base Level for this appropriation includes graduated salary increases of 3% to 1.5% each year over FY05 salary levels, along with related Personal Services Matching costs for three (3) Base Level positions. Included in Personal Services Matching is a \$40 increase in the monthly contribution for State employee's health insurance for a total State match of \$320 per month.

The Change Level request totals \$6,500 each year in the Operating Expenses line item. Due to the increased number of inspections being performed for the State, additional mileage and meals and lodging in the amount of \$4,000 each year is being requested. Act 1650 of 2001 provided an increase in the Board Member Stipend, therefore the Agency is requesting an additional \$1,000 each year in order to be in compliance with this act. Included in the Operating Expenses Change Level is \$1,500 each year for new computer software updates. The Agency chose not to restore two (2) currently authorized positions.

The Executive Recommendation provides for the Agency Request.

Appropriation / Program Summary

Appropriation / Program: A11 Barber Examiners-Cash Operations
Funding Sources: 306 - Barber Examiners - Cash

Commitment Item	Historical Data			Agency Request and Executive Recommendation					
	2003-2004 Actual	2004-2005 Budget	2004-2005 Authorized	2005-2006			2006-2007		
				Base Level	Agency	Executive	Base Level	Agency	Executive
Regular Salaries 5010000	85,771	119,957	125,487	123,554	123,554	123,554	127,252	127,252	127,252
#Positions	4	3	5	3	3	3	3	3	3
Extra Help 5010001	8,273	10,802	10,802	10,802	10,802	10,802	10,802	10,802	10,802
#Extra Help	2	1	2	2	2	2	2	2	2
Personal Services Matching 5010003	25,349	33,417	43,952	35,580	35,580	35,580	36,275	36,275	36,275
Operating Expenses 5020002	38,202	42,150	35,650	35,650	42,150	42,150	35,650	42,150	42,150
Travel-Conference Fees 5050009	1,822	2,550	2,550	2,550	2,550	2,550	2,550	2,550	2,550
Professional Fees and Services 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
Total	159,417	209,376	218,941	208,636	215,136	215,136	213,029	219,529	219,529
Funding Sources									
Fund Balance 4000005	233,712	244,719		208,843	208,843	208,843	171,707	171,707	171,707
Cash Fund 4000045	170,424	173,500		171,500	178,000	178,000	176,500	183,000	183,000
Total Funding	404,136	418,219		380,343	386,843	386,843	348,207	354,707	354,707
Excess Appropriation/(Funding)	(244,719)	(208,843)		(171,707)	(171,707)	(171,707)	(135,178)	(135,178)	(135,178)
Grand Total	159,417	209,376		208,636	215,136	215,136	213,029	219,529	219,529

Budget exceeds Authorized Appropriation in the Operating Expenses line item due to a transfer from the Cash Fund Holding Account.

Change Level by Appropriation

Appropriation / Program: A11-Barber Examiners-Cash Operations
Funding Sources: 306 - Barber Examiners - Cash

Agency Request

Change Level		2005-2006	Pos	Cumulative	% of BL	2006-2007	Pos	Cumulative	% of BL
BL	Base Level	208,636	3	208,636	100.0	213,029	3	213,029	100.0
C01	Existing Program	6,500	0	215,136	103.1	6,500	0	219,529	103.0

Executive Recommendation

Change Level		2005-2006	Pos	Cumulative	% of BL	2006-2007	Pos	Cumulative	% of BL
BL	Base Level	208,636	3	208,636	100.0	213,029	3	213,029	100.0
C01	Existing Program	6,500	0	215,136	103.1	6,500	0	219,529	103.0

Justification

C01	The increases are for Board Member Stipend in the amount of \$1,000 each year to be in compliance with Act 1650 of 2001, mileage and meals for the inspector in the amount of \$4,000 each year due to the number of complaints and inspections increasing, and data processing supplies in the amount of \$1,500 each year to update software for computers.
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