

# ARKANSAS BOARD OF EXAMINERS IN COUNSELING

## State Contracts Over \$50,000 Awarded To Minority Owned Businesses Fiscal Year 2018

None

### Employment Summary

	Male	Female	Total	%
White Employees	1	2	3	75 %
Black Employees	0	1	1	25 %
Other Racial Minorities	0	0	0	0 %
Total Minorities			1	25 %
Total Employees			4	100 %

### Publications

#### A.C.A. 25-1-201 et seq.

Name	Statutory Authorization	Required for		# of Copies	Reason(s) for Continued Publication and Distribution	Unbound Black & White Copies Produced During the Last Two Years	Cost of Unbound Copies Produced During the Last Two Years
		Governor	General Assembly				
Minutes	A.C.A. §17-27-201	N	N	16	Distribution to Board	0	0.00
Mission Statement	A.C.A. §17-27-201	N	N	4	Statutory for Public Use	0	0.00
Publication	A.C.A. §17-27-201	N	N	1	Members & Legislative Council Library	0	0.00

## **Analysis of Budget Request**

**Appropriation:** 1GE - Counseling Operations

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

The Board of Examiners in Counseling is established under A.C.A. § 17-27-201 and consists of nine (9) members appointed by the Governor. The Board is authorized to adopt rules, regulations and procedures to carry out the duties authorized; is required to adopt the Code of Ethics of the American Counseling Association and any revisions or additions deemed appropriate by the Board to govern appropriate practice or behavior relative to counseling services; is required to adopt the Code of Ethics of the American Association of Marriage and Family Therapy to govern licensed marriage and family therapists and licensed associate marriage and family therapists; and is required to charge an application fee determined by the Board. Additionally, the Board is authorized to accept grants from foundations and institutions to carry out its functions and hire assistants as are necessary to perform its activities. The Board has purview over Professional Counselors, Associate Counselors, Marriage and Family Therapists and Associate Marriage and Family Therapists. A.C.A. §17-27-313 requires that each first-time applicant for a license issued by the Arkansas Board of Examiners in Counseling apply to the Identification Bureau of the Department of Arkansas State Police for a state and national criminal background check to be conducted by the Federal Bureau of Investigation. This appropriation authorizes expenditures for all operations of the Board to include the administration of examinations and licensure. The Board processes its operations and payroll through the State Treasury. Fees are collected from initial licensure and biannual renewal of licenses.

Regular Salaries appropriation includes board member stipend payments.

The Board is requesting \$431,693 each year of the 2019-2021 Biennium.

Their request includes the following changes for both years with an overall decrease of (\$15,164):

- Decrease of (\$10,000) in Extra Help and (\$3,000) in Overtime appropriation, with a decrease of (\$1,464) in associated Personal Services Matching appropriation to more accurately reflect the operations of the Agency.
- Decrease of \$700 in Operating Expenses appropriation to more accurately reflect the operations of the Agency.

The Board's request to maintain appropriation above 10% of their FY18 Actual Expenditures includes the following justifications:

- Extra Help due to concerns of a potential merger that could result in the need for utilization of Extra Help.
- Overtime due to concerns of a potential merger that could result in the need for utilization of Overtime appropriation.
- Conference & Travel Expenses due to increases in seminars by the board to provide communication about new procedures in Rules and Supervision Workshop.
- Professional Fees due to increases in complaints and procedural changes resulting in increased costs (committee, investigations, hearings).

The Executive Recommendation provides for the Agency Request, with the exception of a reduction in Extra Help appropriation to \$4,000

with associated Personal Services Matching appropriation reductions each year of the 2019-2021 Biennium.

Expenditure of appropriation is contingent upon available funding.

## Appropriation Summary

**Appropriation:** 1GE - Counseling Operations

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

### Historical Data

### Agency Request and Executive Recommendation

Commitment Item		Historical Data			Agency Request and Executive Recommendation		Agency Request and Executive Recommendation	
		2017-2018 Actual	2018-2019 Budget	2018-2019 Authorized	2019-2020		2020-2021	
					Agency	Executive	Agency	Executive
Regular Salaries	5010000	177,928	212,959	155,587	210,196	210,196	210,196	210,196
<b>#Positions</b>		<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>
Extra Help	5010001	8,087	20,488	20,488	10,488	4,000	10,488	4,000
<b>#Extra Help</b>		<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>
Personal Services Matching	5010003	59,324	72,104	66,156	70,209	69,709	70,209	69,709
Overtime	5010006	645	15,000	15,000	12,000	12,000	12,000	12,000
Operating Expenses	5020002	103,678	130,400	114,500	113,800	113,800	113,800	113,800
Conference & Travel Expenses	5050009	1,123	4,000	4,000	4,000	4,000	4,000	4,000
Professional Fees	5060010	4,636	11,000	11,000	11,000	11,000	11,000	11,000
Data Processing	5090012	0	0	0	0	0	0	0
Capital Outlay	5120011	0	0	0	0	0	0	0
<b>Total</b>		<b>355,421</b>	<b>465,951</b>	<b>386,731</b>	<b>431,693</b>	<b>424,705</b>	<b>431,693</b>	<b>424,705</b>

Funding Sources								
Fund Balance	4000005	818,802	876,389		719,388	719,388	599,695	606,683
Cash Fund	4000045	413,008	308,950		312,000	312,000	312,000	312,000
<b>Total Funding</b>		<b>1,231,810</b>	<b>1,185,339</b>		<b>1,031,388</b>	<b>1,031,388</b>	<b>911,695</b>	<b>918,683</b>
Excess Appropriation/(Funding)		(876,389)	(719,388)		(599,695)	(606,683)	(480,002)	(493,978)
<b>Grand Total</b>		<b>355,421</b>	<b>465,951</b>		<b>431,693</b>	<b>424,705</b>	<b>431,693</b>	<b>424,705</b>

FY19 Budget amount in Regular Salaries and Personal Services matching exceeds the authorized amount due to salary and matching rate adjustments during the 2017-2019 Biennium.

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

Expenditure of appropriation is contingent upon available funding.

Regular Salaries appropriation includes board member stipend payments.