

**ARKANSAS BUDGET SYSTEM
AGENCY PROGRAM COMMENTARY
2001-2003**

The Social Work Licensing Board is requesting the following increases for the 2001/2003 biennium. The additional appropriation will enable the Board to effectively carry out the agency's mission and responsibility to protect the public

1. Operating Expenses

- a. We are requesting additional appropriation for postage and printing to publish a quarterly newsletter.
- b. Due to eight of the nine board members residing outside of Pulaski county, we have seen a significant increase in board expenses, i.e., mileage reimbursement, meals and lodging. We expect the increased expenses to continue through the next biennium.
- c. Temporary clerical assistance is needed occasionally to assist staff during peak periods, i.e., license renewals, bulk mailings, board meeting preparation, etc.
- d. Minor increases are being requested for anticipated increases in rent and office supplies.

2. Information Technology Increases Requested

- a. To upgrade our purchase new software and licenses.
- b. Intra-agency and inter-agency technical support to assist with the web site and other technology issues.

The Board is funded solely by the collection of fees. The Board has not raised fees since 1989 is hereby requesting a fee increase.

<p>AGENCY</p> <p>Social Work Licensing Board</p>	<p>DIRECTOR Troylene Jones</p> <p><i>Troylene Jones</i></p>	<p>AGENCY PROGRAM COMMENTARY BR21</p>	<p>PAGE</p> <p>344</p>
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ARKANSAS SOCIAL WORK LICENSING BOARD
SUMMARY OF AUDIT FINDINGS AND RECOMMENDATIONS
FOR THE YEAR ENDED JUNE 30, 1998

Assets				Liabilities			Total Equity
Cash and Investments	Fixed	Other	Total	Current	Long-Term	Total	
\$ 87,325	\$ 12,151	\$ 1,478	\$ 100,954	\$ 28,888	\$ 1,180	\$ 30,068	\$ 70,886

Revenues				Expenditures				Other Sources (Uses)		
Intergovernmental	Federal	Licenses and Fees	Other	Total	Salaries and Matching	Grants and Aid	Capital	Other Operating	Total	
\$ 0	\$ 0	\$ 56,128	\$ 1,237	\$ 57,365	\$ 28,580	\$ 0	\$ 0	\$ 18,600	\$ 47,180	\$ 71

Findings

None.

Recommendations

None.

ARKANSAS BUDGET SYSTEM
EMPLOYMENT SUMMARY
AS REQUIRED BY ACT 358 OF 1993

AGENCY TITLE 254 Social Work 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>0</u>	<u>0%</u>
<u>8/5/2000</u> DATE			TOTAL MINORITIES	
			<u>1</u>	<u>100%</u>
			TOTAL EMPLOYEES	

Stephene Jones

AGENCY DIRECTOR

STATE AGENCY PUBLICATIONS

2001-2003 Biennium

Act 1276 of 1999

AGENCY: Social Work Licensing Board AGENCY # 254

NAME OF PUBLICATION	STATUTORY AUTHORIZATION ACT # OR A.C.A.	REQUIRED FOR GOVERNOR AND/OR GENERAL ASSEMBLY ONLY	NUMBER OF COPIES PUBLISHED & DISTRIBUTED	REASON(S) FOR CONTINUED PUBLICATION AND DISTRIBUTION
Board Meeting Minutes			15 - 20	Required by regulation
Annual Report	A.C.A. 17-103-203(6)		50	Required by law
Financial Report	A.C.A. 17-103-203(8)		50	Required by law
Code-of-ethics/ Standards of Practice	A.C.A. 17-103-203(4)		Approx. 2200	A Social Work Licensing Law and Regulations booklet is published and revised as needed. The booklet contains the code-of-ethics/standards for practice. It is distributed to new applicants and currently licensed social workers.
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REQUEST FOR CHANGE IN FEE SCHEDULE

2001-2003 BIENNIUM

AGENCY NAME: Social Work Licensing Board

AGENCY CODE: 254

CURRENT FEE STRUCTURE

PROPOSED CHANGE

DESCRIPTION	FEE AMOUNT	EST. RECEIPTS 2000-01	AUTHORIZING ACT/ CODE CITE	FEE AMOUNT	EST. RECEIPTS		REASON FOR CHANGE
					2001-2002	2002-2003	
Application Filing Fee	25	6,500	17-103-205	50	13,000	13,000	A fee increase is needed to fund the operations of the Board. We have not had an increase in fees since 1989.
Orginal Issue of License	25	6,500	17-103-205	50	13,000	13,000	
License Renewal Fee (2yrs)	40	40,600	17-103-205	80	81,200	81,200	
Replacement of License	10	200	17-103-205	20	400	400	
Endorsement to another state	10	200	17-103-205	20	400	400	
List of social workers	25	1,000	17-103-205	50	2,000	2,000	

**ARKANSAS BUDGET SYSTEM
ANALYSIS OF BUDGET REQUEST
2001-2003**

The Social Work Licensing Board's appropriation is funded from fees collected, as authorized by Arkansas Code §17-46-205. Base Level of \$83,427 for FY02 and \$84,498 for FY03 includes a payplan increase of 2.6% each year over the 2001 fiscal year salary level for its Executive Director. Change requests totaling \$10,400 in FY02 and \$10,900 in FY03 have been requested. The Board is requesting approval of a fee increase, the first since 1989.

Specific change requests include Operating Expense increases of \$16,805 in FY02 and \$17,305 in FY03 to offset increasing costs associated with board member expenses, rising printing and mailing costs and the anticipated need for clerical help in the future. In an effort to mitigate the impact of the requested change levels to Operating Expense, the board has also requested a decrease of \$6,405 from Professional Fees and Services each year of the biennium.

The Executive Recommendation provides for the Agency Request. The Executive Recommendation does not address the Agency's request for a fee increase.

AGENCY Name: Social Work Licensing Bd Code: 254	APPROPRIATION: Name: Social Work Licensing Bd Code: 2KZ	TREASURY FUND Name: Social Work Licensing Fund Code: SSW	ANALYSIS OF BUDGET REQUEST BR20	PAGE 349
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ARKANSAS BUDGET SYSTEM

CHARACTER TITLE	-----EXPENDITURES-----			-----01-02 FISCAL YEAR-----			-----02-03 FISCAL YEAR-----			-----R E C O M M E N D A T I O N S-----			
	99-00	00-01	00-01	BASE	CHANGE	TOTAL	BASE	CHANGE	TOTAL	EXECUTIVE		LEGISLATIVE	
	ACTUAL	BUDGETED	AUTHORIZED							01-02	02-03	01-02	02-03
REGULAR SALARIES	32,500	34,125	34,125	35,012	0	35,012	35,922	0	35,922	35,012	35,922		
NUMBER OF POSITIONS	1	1	0	1	0	1	1	0	1	1	1		
PERSONAL SERV MATCHING	8,621	9,014	9,272	9,165	0	9,165	9,326	0	9,326	9,165	9,326		
OPERATING EXPENSES	19,947	21,745	21,745	21,745	16,805	38,550	21,745	17,305	39,050	38,550	39,050		
CONF FEES & TRAVEL	668	300	300	300	0	300	300	0	300	300	300		
PROF FEES & SERVICES	1,269	16,405	16,405	16,405	-6,405	10,000	16,405	-6,405	10,000	10,000	10,000		
CAPITAL OUTLAY	5,707	0	0	0	0	0	0	0	0	0	0		
REFUNDS/REIMBURSEMENTS	635	800	800	800	0	800	800	0	800	800	800		
						WITHOUT FEE INCREASE							
TOTAL	69,347	82,389	82,647	83,427	10,400	93,827	84,498	10,900	95,398	93,827	95,398		
PROPOSED FUNDING SOURCES			XXXXXXXXXXXX										
FUND BALANCES	92,287	68,605	XXXXXXXXXXXX	36,216		36,216				36,216			
GENERAL REVENUES			XXXXXXXXXXXX										
SPECIAL REVENUES	45,669	50,000	XXXXXXXXXXXX	55,000	10,400	65,400	55,000	10,900	65,900	55,000	55,000		
FEDERAL FUNDS			XXXXXXXXXXXX										
STATE CENTRAL SERVICES FUND			XXXXXXXXXXXX										
NON-REVENUE RECEIPTS			XXXXXXXXXXXX										
CASH FUNDS			XXXXXXXXXXXX										
OTHER			XXXXXXXXXXXX										
TOTAL FUNDING	137,956	118,605	XXXXXXXXXXXX	91,216	10,400	101,616	55,000	10,900	65,900	91,216	55,000		
EXCESS APPRO/ (FUNDING)	(68,609)	(36,216)	XXXXXXXXXXXX	(7,789)		(7,789)	29,498		29,498	2,611	40,398		
TOTAL	69,347	82,389	XXXXXXXXXXXX	83,427	10,400	93,827	84,498	10,900	95,398	93,827	95,398		

DEPT 007 REGULATORY BOARDS AND COMMISSIONS
 AGY 254 SOCIAL WORK LICENSING BOARD
 APPRO 2KZ SOCIAL WORK LICENSING BOARD
 FUND SSW SOCIAL WORK LICENSING FUND-(254)

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-----		-----2001 - 03 BIENNIAL REQUESTS-----						-----RECOMMENDATIONS-----					
					---ACTUAL--- --BUDGETED---		---FY 2001 - 02---			---FY 2002 - 03---			-----EXECUTIVE-----		-----LEGISLATIVE-----			
					99-00	00-01	REQUEST			REQUEST			2001-02	2002-03	2001-02	2002-03		
000		SSW	254 2KZ	B	69,347 1	82,389 1	83,427 1			84,498 1			83,427 1	84,498 1				
001		SSW	254 2KZ 100 ARKANSAS BOARD OF SOCIAL WORK	C01			9,300 0			9,800 0			9,300	9,800				
<p>Additional funding is needed to reimburse board members for mileage, meals and lodging when attending board meetings. Eight of the nine board members reside outside the Little Rock area where board meetings are held. We are also requesting increases to offset increasing costs due to inflation, for printing and mailing a newsletter, for temporary clerical help to assist with office operations during peak periods, and intraagency technical support.</p>																		
002		SSW	254 2KZ 100 ARKANSAS BOARD OF SOCIAL WORK	C08			1,100 0			1,100 0			1,100	1,100				
<p>We are requesting funds for interagency technical support to assist with information technology issues as needed.</p>																		

DEPT 007 REGULATORY BOARDS AND COMMISSIONS
 AGY 254 SOCIAL WORK LICENSING BOARD
 APPRO 2KZ SOCIAL WORK LICENSING BOARD
 FUND SSW SOCIAL WORK LICENSING FUND-(254)

RANK BY APPROPRIATION
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