

# FIRE PROTECTION LICENSING BOARD

## Enabling Laws

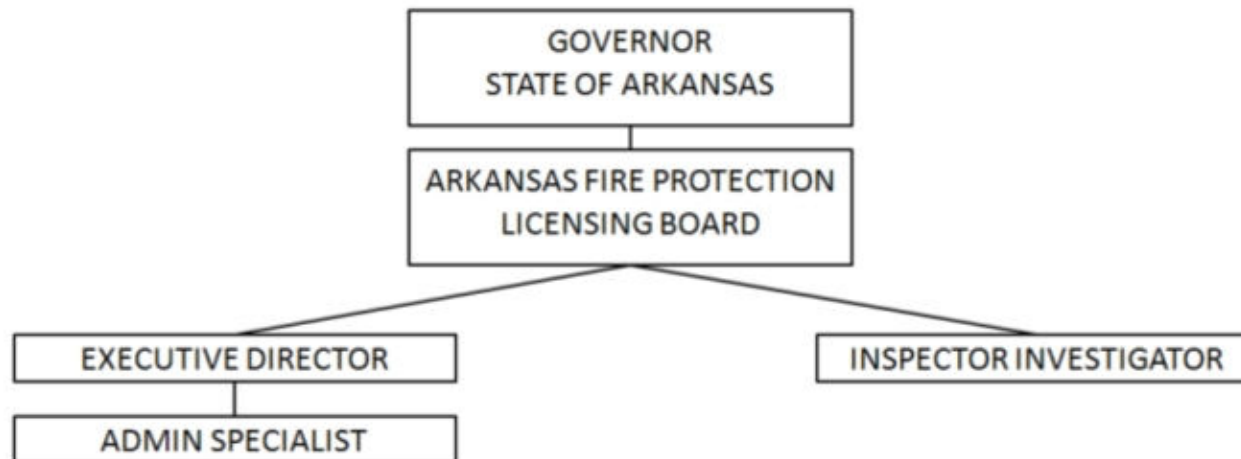
Act 118 of 2010  
A.C.A. §20-22-601 et seq.

## History and Organization

The Arkansas Fire Protection Licensing Board was created in 1977. In 1984, the automatic fire sprinkler contracting industry sought licensing legislation and in 1985, Act 702 brought the sprinkler industry under this Board.

The Board is comprised of eleven (11) Board members, appointed by the Governor. The Board employs at the present an Executive Director, Investigator, and Administrative Specialist.

The purpose and intent of the Board is to provide monitoring of the servicing of portable fire extinguishers, installation and/or servicing of fixed fire suppression systems and the installation and/or servicing of the sprinkler fire systems. Additionally, the Board provides for the registration and licensing of firms and individuals providing such services in order to protect and promote public safety by minimizing injury and property damage, which might result from improperly installed and improperly maintained fire protection systems.



## **Agency Commentary**

The Fire Protection Licensing Board works with licensed firms/contractors and individuals to assist in understanding the state, local and national fire codes. By aiding in the education of installers and servicing firms, as well as the general public, our agency provides quality fire protection for businesses and residents of the State of Arkansas.

The Fire Protection Licensing Board assists in the protection and promotion of public safety by minimizing personal injury and property damage resulting from improperly installed or maintained fire protection systems. The installation, servicing and maintaining of portable, fixed fire suppression and fire protection sprinkler systems is derived from the National Fire Protection Association (NFPA) publications and standards and it is the intent of this Board and industry to provide information to the general public regarding the requirements of the fire protection systems and licensed firms and individuals for use in their fire protection needs. The Board has begun participating in many industry trade shows in an effort to provide additional information to the general public regarding fire safety and services for business and personal use.

The Investigator will respond to complaints received regarding company, individual or systems and equipment for compliance with Act 743 of 1977 and the Rules and Regulations of the State of Arkansas. We currently have a full time investigator that specializes in the portable and fixed suppression systems. When the board was formed and the current investigator was hired the majority of firms and individuals licensed through the Board were portable and fixed suppression companies. The current ratio of sprinkler licensed companies and individuals to portable and fixed suppression companies and individuals is approximately 50/50. The Board believes it is more effective and critical to hire a consultant to work on the sprinkler investigations. This person would need to be someone that is heavily experienced or licensed in Engineering. The Board will respond to the complaints by means of Regulatory Hearings.

A pool position was approved during FY10 and filled this year. The board requests this position be continued as regular position. This position has become necessary due to the increase in out of state contractors and individuals seeking licenses. The increase in licensure has been sustained over the past several years and looking forward it does not appear that the numbers will decrease. In addition the person selected for the position has tremendous knowledge in public relations, budgeting, the construction industry and working with the Legislature.

Fire protection firms and contractors working in the State of Arkansas must be licensed with the Arkansas Fire Protection Licensing Board. Employees of respective firms installing, servicing or performing maintenance on various fire protection systems must be licensed with this Board. The Arkansas Fire Protection Licensing Board will make random checks of firms and contractors to ascertain that company services are performed according to the fire standards, necessary insurance is in effect, licensing and training certificates are current, as well as any other areas which might have an adverse effect to the wellbeing of individuals.

The increase in the budget request for non-personnel is based upon projected cost increase and necessity of various products and office

supplies; replacement of 12 year old office machines; expansion/improvements of existing office facilities to allow the Board to conduct committee meetings, industry meetings, Board meetings, Regulatory Hearings and Public Hearings; increase in rent due to the additional office space; purchase of furnishings for the expansion of the office; postage/certified postage due to rate increase and requirements for certified mailings; attendance, registration and participation in industry conferences, seminars, trade shows; travel, supplies and special events insurance relative to conferences, seminars, trade shows and the employment of additional staff.

## **Audit Findings**

DIVISION OF LEGISLATIVE AUDIT  
AUDIT OF :  
ARKANSAS FIRE PROTECTION LICENSING BOARD  
FOR THE YEAR ENDED JUNE 30, 2007

Findings	Recommendations
None	None

## **Employment Summary**

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

## Publications

### A.C.A. 25-1-204

Name	Statutory Authorization	Required for		# of Copies	Reason(s) for Continued Publication and Distribution
		Governor	General Assembly		
Fire Protection Licensing Board	§20-22-607	N	N	0	For fire safety promotion and public awareness of fire protection laws/regulations. Available to all licensed firms, the general public and other interested parties. Available on the Board's website.
Roster of Licensed Firms & Individuals	§20-22-607	N	N	0	For fire safety promotion and public awareness of fire protection laws/regulations. Available to all licensed firms, the general public and other interested parties. Available on the Board's website.
Rules/Regulations - Portable/Fixed Fire Systems	§20-22-607	N	N	0	For fire safety promotion and public awareness of fire protection laws/regulations. Available to all licensed firms, the general public and other interested parties. Available on the Board's website.
Rules/Regulations-Sprinklers	§20-22-607	N	N	0	For fire safety promotion and public awareness of fire protection laws/regulations. Available to all licensed firms, the general public and other interested parties. Available on the Board's website.

## Agency Position Usage Report

FY2008 - 2009						FY2009 - 2010						FY2010 - 2011					
Authorized in Act	Budgeted			Unbudgeted Total	% of Authorized Unused	Authorized in Act	Budgeted			Unbudgeted Total	% of Authorized Unused	Authorized in Act	Budgeted			Unbudgeted Total	% of Authorized Unused
	Filled	Unfilled	Total				Filled	Unfilled	Total				Filled	Unfilled	Total		
2	2	0	2	0	0.00 %	2	2	0	2	0	0.00 %	2	3	0	3	-1	-50.00 %

FY11 Budgeted Total exceeds the Authorized number due to a Central Growth Pool position.

## **Analysis of Budget Request**

**Appropriation:** 920 - Fire Protection Operations

**Funding Sources:** MFP - Fire Protection Licensing Board

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 that install and service fire extinguishers and sprinkler systems.

The Board is funded from examination and renewal fees charged pursuant to Arkansas Code Annotated §20-22-610.

Base Level salaries and matching do not include appropriation for a Cost of Living Adjustment or Career Service Payments. The Base Level request for Regular Salaries includes board member stipend payments.

The Board requests the Central Growth Pool position, an Administrative Specialist II, approved during FY10 be continued as a Regular Position. This will increase Regular Salaries and Personal Services Matching \$30,911 each year of the biennium. The position is necessary due to the increase in out of state contractors and individuals seeking licenses. The board requests an increase in the Operating Expenses line item of \$4,043 in FY12 and \$6,368 in FY13 for postage, network services, printing, office equipment rent, miscellaneous technical services, and office supplies. The increases are requested due to an additional staff member and increase in out of state licensees. The increase in mileage is requested due to an increase in complaints. An increase in the Professional Fees line item of \$24,000 is requested for a consultant whose expertise is in fixed systems, this will enable the board to better respond to complaints in this area. The present investigator's expertise is in the portable systems area.

Executive Recommendation provides for Agency request except for Professional Fees which is recommended at Base Level. Expenditure of appropriation is contingent upon available funding.

## Appropriation Summary

**Appropriation:** 920 - Fire Protection Operations  
**Funding Sources:** MFP - Fire Protection Licensing Board

### Historical Data

### Agency Request and Executive Recommendation

Commitment Item		2009-2010	2010-2011	2010-2011	2011-2012			2012-2013		
		Actual	Budget	Authorized	Base Level	Agency	Executive	Base Level	Agency	Executive
Regular Salaries	5010000	67,346	94,859	69,890	69,259	91,086	91,086	69,259	91,086	91,086
<b>#Positions</b>		<b>2</b>	<b>3</b>	<b>2</b>	<b>2</b>	<b>3</b>	<b>3</b>	<b>2</b>	<b>3</b>	<b>3</b>
Personal Services Matching	5010003	21,468	32,406	22,652	22,615	31,699	31,699	22,615	31,699	31,699
Operating Expenses	5020002	39,812	43,725	43,725	43,725	47,768	47,768	43,725	50,093	50,093
Conference & Travel Expenses	5050009	3,027	3,300	3,300	3,300	3,300	3,300	3,300	3,300	3,300
Professional Fees	5060010	639	1,000	1,000	1,000	25,000	1,000	1,000	25,000	1,000
Data Processing	5090012	0	0	0	0	0	0	0	0	0
Capital Outlay	5120011	2,569	0	0	0	0	0	0	0	0
<b>Total</b>		<b>134,861</b>	<b>175,290</b>	<b>140,567</b>	<b>139,899</b>	<b>198,853</b>	<b>174,853</b>	<b>139,899</b>	<b>201,178</b>	<b>177,178</b>
<b>Funding Sources</b>										
Fund Balance	4000005	242,427	254,192		213,902	213,902	213,902	150,049	150,049	174,049
Cash Fund	4000045	146,626	135,000		76,046	135,000	135,000	73,721	135,000	135,000
Total Funding		389,053	389,192		289,948	348,902	348,902	223,770	285,049	309,049
Excess Appropriation/(Funding)		(254,192)	(213,902)		(150,049)	(150,049)	(174,049)	(83,871)	(83,871)	(131,871)
<b>Grand Total</b>		<b>134,861</b>	<b>175,290</b>		<b>139,899</b>	<b>198,853</b>	<b>174,853</b>	<b>139,899</b>	<b>201,178</b>	<b>177,178</b>

FY11 Budget amounts in Regular Salaries and Personal Services Matching exceed the authorized amounts due to transfers from the Central Growth Pool during the 2009-2011 biennium.  
 Budgeted number of positions exceed Authorized Number due to a transfer from the Central Growth Pool during the 2009-2011 biennium.

## Change Level by Appropriation

**Appropriation:** 920 - Fire Protection Operations  
**Funding Sources:** MFP - Fire Protection Licensing Board

### Agency Request

Change Level		2011-2012	Pos	Cumulative	% of BL	2012-2013	Pos	Cumulative	% of BL
<b>BL</b>	<b>Base Level</b>	<b>139,899</b>	<b>2</b>	<b>139,899</b>	<b>100.0</b>	<b>139,899</b>	<b>2</b>	<b>139,899</b>	<b>100.0</b>
C01	Existing Program	28,043	0	167,942	120.0	30,368	0	170,267	121.7
C06	Restore Position/Approp	30,911	1	198,853	142.1	30,911	1	201,178	143.8

### Executive Recommendation

Change Level		2011-2012	Pos	Cumulative	% of BL	2012-2013	Pos	Cumulative	% of BL
<b>BL</b>	<b>Base Level</b>	<b>139,899</b>	<b>2</b>	<b>139,899</b>	<b>100.0</b>	<b>139,899</b>	<b>2</b>	<b>139,899</b>	<b>100.0</b>
C01	Existing Program	4,043	0	143,942	102.9	6,368	0	146,267	104.6
C06	Restore Position/Approp	30,911	1	174,853	125.0	30,911	1	177,178	126.6

### Justification

C01	The Board requests an increase in Operating Expenses of \$4,043 for FY12 and \$6,368 for FY13 postage, network services, printing, office equipment rent, miscellaneous technical services, and office supplies. These increases are requested due to an additional staff member and the increase in out of state licensees. An increase in mileage is requested due to the increase in complaints. An increase in Professional Fees & Services of \$24,000 is requested for a consultant whose expertise is in fixed systems. This will enable the Board to better respond to complaints in the fixed sprinkler area. The present investigator's expertise is in the portable systems area.
C06	The Board requests the Central Growth Pool position, an Administrative Specialist II, approved during FY10 be continued as a Regular Position, this was necessary due to the increase in out of state contractors and individuals seeking licenses. There has been a sustained increase in licensure over the past several years and the trend continues.