

OBO Draft
2019-2021 Biennium Budget--as of October 2018

		Jul 19 - Jun 20		Jul 20 - Jun 21		Biennial Total		2017-19 Approved Amended Budget	
						Jul 19 - Jun 21			
Revenue									
2200 - LICENSING FEES									
	1850 - EPMP (Collected for OHA)	20,400		20,400		40,800		22,000	
	1860 - Background Check Fees (\$45)	2,700		2,700		5,400		3,105	
	0206 - Duplicate Portable	4,000		4,000		8,000		5,250	
	1520 - Annual Renewal - Active	285,600		285,600		571,200		504,263	
	1521 - Annual Renewal - Inactive	44,500		44,500		89,000		82,025	
	Total 2200 - LICENSING FEES		357,200		357,200		714,400		616,643
2300 - MISCELLANEOUS FEES									
	1765 - License Verifications	1,400		1,350		2,750		3,425	
	1774 - Licensee List	1,500		1,500		3,000		3,563	
	1794 - Investment Income	750		500		1,250		600	
	Total 2300 - MISCELLANEOUS FEES		3,650		3,350		7,000		7,588
2400 - OTHER FEES									
	1225 - Wall Certificate	200		200		400		275	
	1290 - Delinquent Fee	0		0		0		300	
	1292 - New License Application	15,000		15,000		30,000		26,500	
	1293 - TPA Certification Application	1,000		1,000		2,000		1,475	
	1294 - Endorsement Application	1,500		1,500		3,000		2,500	
	1296 - Reactivation Application	1,050		1,050		2,100		1,375	
	1297 - Reinstatement Application	450		450		900		1,375	
	1810 - Late Payment - Renewal	5,500		5,500		11,000		11,750	
	1811 - Civil Penalties	2,000		2,000		4,000		4,000	
	1812 - Lapsed CPR Certification	5,500		5,500		11,000		4,000	
	2410 - Returned Check Charges	100		100		200		400	
	1831 - Disciplinary Fees	0		0		0		-	
	Total 2400 - OTHER FEES		32,300		32,300		64,600		53,950
	Total Revenue		393,150		392,850		786,000		678,181
Expense									
3100 - PAYROLL & OPE									
3110 - PAYROLL									
	3111 - Employee Payroll	159,306		165,552		324,858		282,510	
	3120 - Board Payroll - Stipend	2,500		2,500		5,000		5,000	
	3121 - Temporary Payroll	4,000		4,000		8,000		8,000	
	Total 3110 - PAYROLL		165,806		172,052		337,858		295,510
3200 - OPE									
	3221 - Payroll Tax - FICA (6.2%)	10,280		10,667		20,947		18,322	
	3222 - Payroll Tax - Medicare (1.45%)	2,404		2,495		4,899		4,285	
	3263 - Payroll Benefit - Insurance (Med/Dent/Life)	43,136		45,651		88,787		86,089	
	3265 - Payroll Benefit - PERS/Employee	36,051		37,464		73,515		61,509	
	3269 - Payroll Tax - Workers Comp Bd.	339		339		678		351	
	3271 - Other Payroll Expenses	0		0		0		-	
	3266 - DAS - PERS Bond Debt	9,877		10,264		20,141		17,516	
	Total 3200 - OPE		102,087		106,881		208,967		188,072
	Total 3100 - PAYROLL & OPE		267,892		278,933		546,825		483,582
6000 - SERVICES & SUPPLIES									
6010 - IN-STATE TRAVEL									
	6011 - In State Meals & Lodging/Misc	500		500		1,000		1,000	
	6012 - Conference Meals & Lodging	0		2,000		2,000		2,000	
	6013 - Parking Fees	200		200		400		400	
	6036 - In-State Ground Transportation	1,500		1,500		3,000		3,000	
	Total 6010 - IN-STATE TRAVEL		2,200		4,200		6,400		6,400

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6100 - OFFICE EXPENSE									
	6110 - Office Supplies	1,500		1,500		3,000		3,000	
	6111 - Printing and Reproduction	0		0		0		-	
	6112 - Administrative Printing & Copying	1,500		1,500		3,000		2,000	
	6113 - Newsletter Printing & Copying	0		0		0		1,000	
	6120 - Postage	2,500		2,500		5,000		5,000	
	6125 - Office Services	150		150		300		300	
	6140 - Equipment Rentals	3,000		3,000		6,000		6,000	
	6145 - Dues and Subscriptions	1,400		1,400		2,800		2,800	
	6146 - Facilities Rent	17,200		17,500		34,700		33,500	
	6150 - Payroll Processing	1,100		1,100		2,200		2,000	
	6160 - Publicity and Publications	0		0		0		-	
	6165 - Secure Shredding	300		300		600		600	
	6216 - Data Processing Services	0		0		0		-	
	Total 6080 - OFFICE EXPENSE		28,650		28,950		57,600		56,200
6274 - TELECOM & TECHNOLOGY									
	6275 - DAS ETS (Server, Email, Phones)	5,846		5,846		11,691		9,974	
	6276 - Internet Access and Web Hosting	1,680		1,680		3,360		3,360	
	6277 - E-Records Storage and Retrieval	500		500		1,000		1,000	
	6278 - Website Design	200		200		400		400	
	6279 - Database Fees	24,000		24,000		48,000		49,200	
	6274 - Telecommunications & Technology Other	960		960		1,920		1,920	
	Total 6174 - TELECOM & TECHNOLOGY		33,186		33,186		66,371		65,854
6300 - PROFESSIONAL DEVELOPMENT		500		500		1,000		1,000	
6400 - PROFESSIONAL SERVICES		0		0		0		-	
	6436 - ALJ/CONTESTED CASE RESERVES	2,000		2,000		4,000		4,000	
	6440 - ATTORNEY GENERAL LEGAL FEES	20,000		20,000		40,000		40,000	
	6451 - AUDIT CHARGES	10,000		0		10,000		9,000	
	6452 - Other Consulting Services	300		300		600		300	
	6456 - INSURANCE	6,186		6,186		12,372		12,822	
	6615 - INTER-AGENCY CHARGES	0		0		0		-	
	6523 - OTHER SERVICES	0		0		0		-	
	6500 - BANK SERVICE CHARGES	0		0		0		-	
	6532 - BANK SERVICE CHARGES	200		200		400		850	
	6535 - CREDIT CARD PROCESSING FEES	8,000		8,000		16,000		16,000	
	6536 - RETURN CHECK FEES	100		100		200		400	
6600 - State Administrative Support									
	6610 - DAS Fees								
	6611 - DAS Rule Filing Fees	1,697		1,700		3,397		4,592	
	6612 - Bill Tracker/LINUS Fees	243		245		488		488	
	6613 - Ethics Commission Fees	25		25		50		50	
	6614 - PPDB & E-Recruit Fees	0		0		0		-	
	6616 - Employment Relations Board	60		60		120		120	
6670 - COLLECTION Costs									
	6671 - Collection Costs - DOR	0		0		0		-	
	6672 - Collection Costs - Private Firm	0		0		0		-	
6700 LICENSING COSTS									
	6740 - OJIN Fees	540		540		1,080		1,080	
	6750 - EPMP	18,360		18,360		36,720		39,600	
	6760 - LEDS Background Check Fees	1,300		1,300		2,600		2,600	
	6770 - NPDB Background Check Fees	200		100		300		300	
	6775 - OHA Survey Fee	2,344		2,344		4,688		4,720	
	6780 - National Background Check Fees	2,250		2,100		4,350		1,300	
6800 - Investigation Costs									

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			Biennial Total		2017-19 Approved Amended Budget	
			Jul 19 - Jun 20	Jul 20 - Jun 21		Jul 19 - Jun 21
		6810 - Mileage	500	500	1,000	1,200
		6820 - Lodging/meal Costs	0	0	0	500
		6830 - Investigation Supplies	1,000	1,000	2,000	1,500
		6840 - Investigation Other Costs	500	500	1,000	1,000
		6850 - Contract Investigator Costs	1,500	1,500	3,000	3,000
		6900 - Miscellaneous Expenses				
		6905 - Other Services	500	500	1,000	1,000
		7000 - Board Expenses				
		7010 - Board Meeting Room Rentals	0	0	0	-
		7015 - Board Meeting Meals	1,000	1,000	2,000	2,000
		7020 - Board Meeting Lodging	1,000	1,000	2,000	1,200
		7025 - Board Meeting mileage	3,000	3,000	6,000	6,000
		6660 - EXPENDABLE PROPERTY (\$250-5000)	5,000	1,000	6,000	2,000
		Total 6000 - SERVICES & SUPPLIES	88,305	74,060	162,365	158,622
		Total Expense	420,233	419,328	839,561	770,658
		Net Income/Loss	\$ (27,083)	\$ (26,478)	\$ (53,561)	\$ (92,477)
			<u>2019-20</u>	<u>2020-2021</u>	<u>Total Biennium</u>	
		Total Revenues	\$ 393,150	\$ 392,850	\$ 786,000	
		Total Expenses	\$ (420,233)	\$ (419,328)	\$ (839,561)	
		Fixed Asset Purchases	\$ -	\$ -	\$ -	
		Balance	\$ (27,083)	\$ (26,478)	\$ (53,561)	
		6/30/19 Estimated Willamette Valley Bank balance	\$30,434			
		6/30/19 Estimated Willamette Valley CD balance	\$200,000			
				Avg. Monthly income	\$ 32,750.00	
		6/30/19 Estimated Total Cash Assets	\$230,434	Avg. Monthly expenses	\$ 34,981.71	
		Projected 2017-19 Close of Biennium Cash Assets	\$176,873	# of months of operating income in reserves as of 6/30/19	5.06	

Licenses as of 10/5/18		Proposed Fee	Income
Active	816	\$375	\$306,000
Inactive	356	\$125	\$44,500
	1,172		\$350,500
Other Fees			
Duplicate Portable/Reprint	100	\$40	\$4,000
License Verifications	45	\$30	\$1,350
Licensee List	75	\$30	\$2,250
Wall Certificate	5	\$40	\$200
License Application--Exam	50	\$300	\$15,000
License Application--Endorsement	5	\$300	\$1,500
TPA Application	10	\$100	\$1,000
Reactivation Fee	7	\$150	\$1,050
Reinstatement Fee	3	\$150	\$450
Late/Address/CPR Fees			
1st	100	\$75	\$7,500
2nd	25	\$100	\$2,500
3rd & subsequent	5	\$200	\$1,000
Inactive Late Fee	100	\$20	\$2,000
			390,300

**Includes the \$25 EDMP fee & the \$2 OHA survey fee

Late Fee	CPR lapse
3,750	3,750
1,250	1,250
500	500
5,500	5,500