

HB 5022 BUDGET REPORT and MEASURE SUMMARY

Joint Committee On Ways and Means

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Reviewed By: Meg Bushman Reinhold, Legislative Fiscal Office

Health-Related Occupational Licensing Boards

2019-21

PRELIMINARY

Budget Summary*

	2017-19 Legislatively Approved Budget ⁽¹⁾	2019-21 Current Service Level	2019-21 Committee Recommendation	Committee Change from 2017-19 Leg. Approved	
				\$ Change	% Change
Other Funds Limited	\$ 6,204,915	\$ 6,617,355	\$ 7,581,961	\$ 1,377,046	22.2%
Total	\$ 6,204,915	\$ 6,617,355	\$ 7,581,961	\$ 1,377,046	22.2%

Position Summary

Authorized Positions	21	22	24	3
Full-time Equivalent (FTE) positions	20.25	20.75	23.00	2.75

⁽¹⁾ Includes adjustments through December 2018

* Excludes Capital Construction expenditures

Summary of Education Subcommittee Action

Oregon Mortuary and Cemetery Board

The Oregon Mortuary and Cemetery Board regulates the individuals and facilities engaged in the care, preparation, processing, transportation and final disposition of human remains through licensing, inspection and disciplinary programs. The Subcommittee approved a budget of \$2,373,384 Other Funds and seven positions (7.00 FTE). The budget reflects an 8.3 percent increase from the 2017-19 Legislatively Approved Budget and provides the Board with an ending balance of \$968,569, which is approximately 9.8 months of operation expenses.

The Subcommittee approved the following:

- Package 101, IT Software and Database Support: increases Other Funds expenditure limitation by \$95,000 for IT Software and Database support.
- Package 114, Re-class AS1 to AS2: increases Other Funds expenditure limitation by \$4,888 to cover the increased costs of the reclassification of the AS1 to an AS2.
- Package 115, Re-class ESS2 to AS2: increases Other Funds expenditure limitation by \$6,261 to cover the increased costs of the reclassification of the ESS2 to an AS2

- Package 801, LFO Analyst Adjustment: accounting updates warrant increasing the beginning fund balance by \$187,993. Historical revenues through December 2018 warrant the following increases to CSL: \$54,655 in business licenses and fees, \$3,000 in charges for services and \$38,000 for interest.

The accountant position in this board has been reclassified to a Fiscal Analyst 2 to provide a higher level of budget and accounting expertise for the agency. The function is being moved from the Mortuary and Cemetery Board to the Board of Naturopathic Medicine, but will continue to be shared by all six boards. A transfer-out amount of \$40,000 is included to cover the Mortuary and Cemetery Board's portion of the Fiscal Analyst 2 position. The transfer-in amount of \$130,924 has been removed.

The Mortuary Board will use the position authority from the accountant to add an Investigator 2 position to increase capacity for inspections. There are no adjustments in Personal Services limitation being made for this position.

Budget Note:

As a budget instruction, the LFO analyst asks that the executive director report to LFO in September 2019 on the status of hiring for the two inspector positions and the plan for inspecting 100% of the facilities during the biennium. The Board is also being asked to report back to LFO regarding its complaint closure backlog at that time. Additionally, the LFO analyst is recommending a new Key Performance Measure on timely closure of complaints.

Board of Naturopathic Medicine

The Oregon Board of Naturopathic Medicine regulates naturopathic physicians through licensing and disciplinary programs. The Subcommittee approved a budget of \$1,179,389 Other Funds and four positions (4.00 FTE), which is a 45.7 percent increase from the 2017-19 Legislatively Approved Budget and provides the Board with an ending balance of \$242,824, which is approximately five months of operating expenses.

The Subcommittee approved the following:

- Package 101, IT Software and Database Support: increases Other Funds expenditure limitation by \$70,000 for IT Software and Database support.
- Package 121, Re-class PEM-C to PEM-D: increases Other Funds expenditure limitation by \$26,712 to cover the increased costs of the reclassification of the Board's Executive Director from a Principal Executive Manager C to a Principal Executive Manager D.
- Package 801, LFO Analyst Adjustment: increases Other Funds expenditure limitation in Personal Services by \$176,682 to cover the cost of the Fiscal Analyst 2 position transferred into Naturopathic Medicine from the Mortuary and Cemetery Board.

Occupational Therapy Licensing Board

The Occupational Therapy Licensing Board regulates the practice of occupational therapy through licensing and disciplinary programs. The Subcommittee approved a budget of \$627,294 Other Funds and two positions (1.75 FTE), which is a 21.9 percent increase from 2017-19 Legislatively Approved Budget and provides the Board with an ending balance of \$222,415, which is approximately 8.7 months of operating expenses.

The Subcommittee approved the following:

- Package 101, IT Software and Database Support: increases Other Funds expenditure limitation by \$50,000 for IT Software and Database support.
- Package 107, Increase in Administrative Staff: increases Other Funds expenditure limitation by \$34,889 to cover the costs of increasing FTE for the Board's Administrative Specialist 2 from 0.50 FTE to 0.75 FTE.
- Package 801, LFO Analyst Adjustment: updates to the shared accounting position warrant decreasing the beginning fund balance by \$58,172, increasing the business licensing fee projection by \$24,052 and increasing the anticipated interest income by \$13,000.

Board of Medical Imaging

The Oregon Board of Medical Imaging licenses and regulates radiographers, radiation therapists, limited x-ray machine operators, nuclear medicine technologists, sonographers, MRI technologists and Bone Densitometry. The Subcommittee approved a budget of \$1,188,079 Other Funds and four positions (3.50 FTE), which is a 32.3 percent increase from the 2017-19 Legislatively Approved Budget and provides the Board with an ending balance of \$69,426 or approximately 1.4 months of operating expenses. Due to the lower ending fund balance, the Board will likely need to look at a fee increase for the 2021-23 biennium.

The Subcommittee approved the following:

- Package 101, IT Software and Database Support: increases Other Funds expenditure limitation by \$75,000 for IT Software and Database support.
- Package 102, Re-class AS1 to CS1: increases Other Funds expenditure limitation by \$5,953 to cover costs for the reclassification of the Administrative Specialist 1 to a Compliance Specialist 1.
- Package 103, Re-class OS2 to AS2: increases Other Funds expenditure limitation by \$10,737 to cover costs for the reclassification of the Office Specialist 1 to an Administrative Specialist 1.

- Package 105, Flat-rate costs for Legal Services: increases Other Funds expenditure limitation by \$44,887 to cover costs for the increase in usage for the Department of Justice legal services.
- Package 121, Re-class PEM-C to PEM-D: increases Other Funds expenditure limitation by \$35,951 to cover the increased costs of the reclassification of the Board's Executive Director from a Principal Executive Manager C to a Principal Executive Manager D.
- Package 801, LFO Analyst Adjustment: accounting updates warrant decreasing the beginning fund balance by \$24,460, increasing projected revenue from licensing fees by \$86,920, increasing non-license fee revenue by \$13,203 and decreasing the transfer to the Oregon Health Authority by \$15,000.

The Board's current investigator is a temporary employee. This package increases Personal Services expenditure limitation by \$70,964 and creates a permanent half-time position (0.50 FTE) for the investigator.

State Board of Examiners for Speech-Language Pathology and Audiology

The Board of Examiners for Speech-Language Pathology and Audiology regulates Speech-Language Pathologists, Speech-Language Pathology Assistants and Audiologists through licensing and disciplinary programs. The Subcommittee approved a budget of \$993,337 Other Funds and increased 0.50 FTE, which is a 31.4 percent increase from the 2017-19 Legislatively Approved Budget and provides the Board with an ending balance of \$220,645 or approximately 5.3 months of operating expenses.

The Subcommittee approved the following:

- Package 101, IT Software and Database Support: increases Other Funds expenditure limitation by \$55,000 for IT Software and Database support.
- Package 111, Increase Investigator 2 to Full-time: increases Other Funds expenditure limitation by \$53,282 to cover costs for the increase in FTE for the Investigator 2 position from 0.50 FTE to 1.00 FTE.
- Package 121, Re-class PEM-C to PEM-D: increases Other Funds expenditure limitation by \$26,712 to cover the increased costs of the reclassification of the Board's Executive Director from a Principal Executive Manager C to a Principal Executive Manager D.
- Package 801, LFO Analyst Adjustment: decreases the Board's beginning fund balance by \$86,126 to reflect accounting updates.

Budget Note:

As a budget instruction, the LFO analyst is recommending that the Executive Director of the Board of Speech-Language Pathology and Audiology report to LFO in September 2019 on the status of the investigative backlog. Additionally, the LFO analyst is recommending a new Key Performance Measure on the timely closure of complaints.

Oregon Veterinary Medical Examining Board

The Oregon Veterinary Medical Examining Board regulates the veterinary professions in Oregon through enforcement of the Veterinary Practice Act. The Subcommittee approved a budget of \$1,220,478 Other Funds and four positions (3.75 FTE), which is a 17.9 percent increase from 2017-19 Legislatively Approved Budget and provides the Board with an ending balance of \$1,272,640 or approximately 25 months of operating expenses.

The Subcommittee approved the following:

- Package 101, IT Software and Database Support: increases Other Funds expenditure limitation by \$75,000 for IT Software and Database support.
- Package 120, Re-class OS2 to AS2: increases Other Funds expenditure limitation by \$10,737 to cover costs for the reclassification of the Office Specialist 1 to an Administrative Specialist 2.
- Package 121, Re-class PEM-C to PEM-D: increases Other Funds expenditure limitation by \$35,951 to cover the increased costs of the reclassification of the Board's Executive Director from a Principal Executive Manager C to a Principal Executive Manager D.
- Package 801, LFO Analyst Adjustment: accounting updates warrant increasing the beginning fund balance for this Board by \$118,786.

Summary of Performance Measure Action

See attached Legislatively Adopted 2017-19 Key Performance Measures form.

DETAIL OF JOINT COMMITTEE ON WAYS AND MEANS ACTION

Health Related Licensing Boards
Breanna McGehee 971-301-0189

DESCRIPTION	GENERAL FUND	LOTTERY FUNDS	OTHER FUNDS		FEDERAL FUNDS		TOTAL ALL FUNDS	POS	FTE
			LIMITED	NONLIMITED	LIMITED	NONLIMITED			
2017-19 Legislatively Approved Budget at Dec 2018 *	\$ -	\$ -	\$ 6,204,915	\$ -	\$ -	\$ -	\$ 6,204,915	21	20.25
2019-21 Current Service Level (CSL)*	\$ -	\$ -	\$ 6,617,355	\$ -	\$ -	\$ -	\$ 6,617,355	22	20.75
SUBCOMMITTEE ADJUSTMENTS (from CSL)									
SCR 017 - Mortuary and Cemetery Board									
Package 101: IT Software and Database Support Services and Supplies	\$ -	\$ -	\$ 95,000	\$ -	\$ -	\$ -	\$ 95,000		
Package 114: Re-class AS1 to AS2 Personal Services	\$ -	\$ -	\$ 4,888	\$ -	\$ -	\$ -	\$ 4,888	0	0.00
Package 115: Re-class ESS2 to AS2 Personal Services	\$ -	\$ -	\$ 6,261	\$ -	\$ -	\$ -	\$ 6,261	0	0.00
SCR 018 - Naturopathic Medicine									
Package 101: IT Software and Database Support Services and Supplies	\$ -	\$ -	\$ 70,000	\$ -	\$ -	\$ -	\$ 70,000		
Package 121 : Re-class PEM-C to PEM-D Personal Services	\$ -	\$ -	\$ 26,712	\$ -	\$ -	\$ -	\$ 26,712	0	0.00
Package 801: LFO Analyst Adjustments Personal Services	\$ -	\$ -	\$ 176,682	\$ -	\$ -	\$ -	\$ 176,682	1	1.00
SCR 020 - Occupational Therapists									
Package 101: IT Software and Database Support Services and Supplies	\$ -	\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ 50,000		
Package 107: Increase in Administrative Staff Personal Services	\$ -	\$ -	\$ 34,889	\$ -	\$ -	\$ -	\$ 34,889	0	0.25
SCR 026 - Medical Imaging									
Package 101: IT Software and Database Support Services and Supplies	\$ -	\$ -	\$ 75,000	\$ -	\$ -	\$ -	\$ 75,000		
Package 102: Re-class AS1 to CS1 Personal Services	\$ -	\$ -	\$ 5,953	\$ -	\$ -	\$ -	\$ 5,953	0	0.00
Package 103: Re-class OS2 to AS1 Personal Services	\$ -	\$ -	\$ 10,737	\$ -	\$ -	\$ -	\$ 10,737	0	0.00
Package 105: Flat Rate Costs for Legal Services Services and Supplies	\$ -	\$ -	\$ 44,887	\$ -	\$ -	\$ -	\$ 44,887		
Package 121: Re-class PEM-C to PEM-D Personal Services	\$ -	\$ -	\$ 35,951	\$ -	\$ -	\$ -	\$ 35,951	0	0.00

DESCRIPTION	GENERAL FUND	LOTTERY FUNDS	OTHER FUNDS		FEDERAL FUNDS		TOTAL ALL FUNDS	POS	FTE	
			LIMITED	NONLIMITED	LIMITED	NONLIMITED				
Package 801: LFO Analyst Adjustments Personal Services	\$ -	\$ -	\$ 70,964	\$ -	\$ -	\$ -	70,964	1	0.50	
SCR 028: Speech-Language Pathology and Audiology										
Package 101: IT Software and Database Support Services and Supplies	\$ -	\$ -	\$ 55,000	\$ -	\$ -	\$ -	55,000			
Package 111: Increase Investigator 2 to Full-time Personal Services	\$ -	\$ -	\$ 53,282	\$ -	\$ -	\$ -	53,282	0	0.50	
Package 121: Re-class PEM-C to PEM-D Personal Services	\$ -	\$ -	\$ 26,712	\$ -	\$ -	\$ -	26,712	0	0.00	
SCR 029 - Veterinary Medical Examiners										
Package 101: IT Software and Database Support Services and Supplies	\$ -	\$ -	\$ 75,000	\$ -	\$ -	\$ -	75,000			
Package 120: Re-class OS2 to AS2 Personal Services	\$ -	\$ -	\$ 10,737	\$ -	\$ -	\$ -	10,737	0	0.00	
Package 121 : Re-class PEM-C to PEM-D Personal Services	\$ -	\$ -	\$ 35,951	\$ -	\$ -	\$ -	35,951	0	0.00	
TOTAL ADJUSTMENTS	\$ -	\$ -	\$ 964,606	\$ -	\$ -	\$ -	964,606	2	2.25	
SUBCOMMITTEE RECOMMENDATION *	\$ -	\$ -	\$ 7,581,961	\$ -	\$ -	\$ -	7,581,961	24	23.00	

% Change from 2017-19 Leg Approved Budget	0.0%	0.0%	22.2%	0.0%	0.0%	0.0%	22.2%	14.3%	13.6%
% Change from 2019-21 Current Service Level	0.0%	0.0%	14.6%	0.0%	0.0%	0.0%	14.6%	9.1%	10.8%

*Excludes Capital Construction Expenditures

PRELIMINARY

Legislatively Approved 2019 - 2021 Key Performance Measures

Published: 2/7/2019 2:03:31 PM

Agency: Mortuary and Cemetery Board

Mission Statement:

The mission of the Oregon Mortuary and Cemetery Board is to protect public health, safety and welfare by fairly and efficiently performing its licensing, inspection and enforcement duties; by promoting professional behavior and standards in all facets of the Oregon death care industry; and, by maintaining constructive relationships with licensees, those they serve and others with an interest in the Board's activities.

Legislatively Approved KPMs	Metrics	Agency Request	Last Reported Result	Target 2020	Target 2021
1. Facility Inspection - Percent of licensed facilities inspected not less than once per biennium.		Approved	10%	100%	100%
2. Complaint Investigation - Percent of investigative reports completed within six months of a complaint from any person against a licensee.		Approved	100%	90%	90%
3. Customer Service - Percent of customers rating their satisfaction with the agency's customer service as "good" or "excellent": overall, timeliness, accuracy, helpfulness, expertise, availability of information.	Overall	Approved	96%	95%	95%
	Availability of Information		96%	95%	95%
	Helpfulness		98%	95%	95%
	Accuracy		95%	95%	95%
	Timeliness		91%	95%	95%
	Expertise		98%	95%	95%
4. BEST PRACTICES - Percent of total best practices met by the Board.		Approved	100%	100%	100%
5. Timely Resolution of Complaints - Percent of cases closed within 9 months.		Approved	No Data	90%	90%

LFO Recommendation:

LFO recommends a new Key Performance Measure titled Timely Resolution of Complaints, to measure the percent of cases closed within 9 months. The target is 90%. LFO recommends approving the 2019-21 Key Performance Measures and targets as proposed.

SubCommittee Action:

Subcommittee voted to approve 2019-21 KPM's and targets.

Legislatively Approved 2019 - 2021 Key Performance Measures

Published: 2/7/2019 2:06:30 PM

Agency: Naturopathic Medicine, Board of

Mission Statement:

The mission of the Oregon Board of Naturopathic Medicine is to protect the public by licensing and regulating Naturopathic physicians. The Board will promote physician excellence and will foster communication within the profession and with the public.

Legislatively Approved KPMs	Metrics	Agency Request	Last Reported Result	Target 2020	Target 2021
1. Average time from receipt of a new complaint to completion of the investigation (months).		Approved	9	6	6
3. Customer Service - Percent of customers rating their satisfaction with the agency's customer service as good or excellent for overall customer service, timeliness, accuracy, helpfulness, expertise and availability of information.	Availability of Information	Approved	95%	95%	95%
	Timeliness		95%	95%	95%
	Accuracy		95%	92%	95%
	Helpfulness		98%	95%	95%
	Overall		98%	95%	95%
	Expertise		95%	92%	95%
4. Percent of total best practices met by the Board.		Approved	95	100	100

LFO Recommendation:

Approve the 2019-21 Key Performance Measures and targets as proposed.

SubCommittee Action:

Subcommittee approved 2019-21 Key Performance Measures and targets.

Legislatively Approved 2019 - 2021 Key Performance Measures

Published: 2/7/2019 2:39:17 PM

Agency: Occupational Therapy Licensing Board

Mission Statement:

The mission of the Occupational Therapy Licensing Board is to protect the public by supervising occupational therapy practice to assure the safe and ethical delivery of services in Oregon.

Legislatively Approved KPMs	Metrics	Agency Request	Last Reported Result	Target 2020	Target 2021
3. CUSTOMER SATISFACTION - Percent of customers rating their satisfaction with the agency's customer service as "good" or "excellent": overall, timeliness, accuracy, helpfulness, expertise, availability of information	Overall	Approved	100%	95%	95%
	Availability of Information		98%	95%	95%
	Expertise		100%	95%	95%
	Helpfulness		100%	95%	95%
	Timeliness		100%	95%	95%
	Accuracy		100%	95%	95%
4. BEST PRACTICES: Percent of total best practices met by the Board.		Approved	100%	100%	100%
5. TIMELY LICENSING - Percent of all licensing applications processed within 3 days.		Approved	96%	100%	100%
6. TIMELY RESOLUTION OF COMPLAINTS - Percent of cases investigated and referred to Board within 120 days of receipt of complaint.		Approved	100	90	90

LFO Recommendation:

Approve the 2019-21 Key Performance Measures and targets as proposed.

SubCommittee Action:

Subcommittee approved 2019-21 Key Performance Measures and targets.

Legislatively Approved 2019 - 2021 Key Performance Measures

Published: 2/7/2019 2:54:01 PM

Agency: Medical Imaging, Board of

Mission Statement:

The mission of the Oregon Board of Medical Imaging is to promote, preserve and protect the public health, safety and welfare of Oregonians who are undergoing medical imaging studies performed by agency licensees for the purpose of medical diagnosis and therapy.

Legislatively Approved KPMs	Metrics	Agency Request	Last Reported Result	Target 2020	Target 2021
3. TIMELY LICENSURE - Percent of initial and renewal license and limited permit applications from qualified applicants that are processed within 5 business days.		Approved	95%	100%	100%
4. AUTOMATION - Percent of license and limited permit applications from qualified applicants that are processed using an automated procedure.		Approved	65%	75%	75%
5. CUSTOMER SERVICE - Percent of customers rating their satisfaction with the agency's customer service as "good" or "excellent": overall, timeliness, accuracy, helpfulness, expertise, availability of information.	Accuracy	Approved	85%	95%	TBD
	Timeliness		87%	95%	TBD
	Expertise		87%	95%	TBD
	Overall		87%	95%	TBD
	Helpfulness		83%	95%	TBD
	Availability of Information		79%	95%	TBD
6. DISCIPLINE RESOLUTION - Percentage and number of complaints resolved by means other than from formal administrative hearings within a year.		Approved	98%	100%	100%
7. BEST PRACTICES - Percent of total best practices met by the Board.		Approved	100%	100%	100%

LFO Recommendation:

Approve the 2019-21 Key Performance Measures and targets as proposed.

SubCommittee Action:

Subcommittee approved 2019-21 Key Performance Measures and targets.

Legislatively Approved 2019 - 2021 Key Performance Measures

Published: 2/7/2019 2:56:33 PM

Agency: Speech-Language Pathology and Audiology

Mission Statement:

The Board adopts rules governing standards of practice, investigates alleged violations and grants, denies, suspends and revokes licenses for Speech-Language Pathologists, Speech-Language Pathology Assistants, and Audiologists for consumer protection.

Legislatively Approved KPMs	Metrics	Agency Request	Last Reported Result	Target 2020	Target 2021
1. Percentage of School District Compliance with SLPA supervision requirements outlined in OAR 335-095-0050.		Approved	40%	60%	60%
2. Compliant Professional Development Reported - Percentage of licensees audited during the renewal cycle, which occurs every even-numbered year, who are in compliance with continuing professional development requirements.		Approved	92.30%	100%	100%
3. Customer Service - Percentage of customers rating their satisfaction with the agency's customer service as "good"; or "excellent": overall, timeliness, accuracy, helpfulness, expertise, availability of information.	Overall	Approved	69%	95%	95%
	Expertise		80%	95%	95%
	Timeliness		83%	95%	95%
	Availability of Information		71%	95%	95%
	Helpfulness		75%	95%	95%
	Accuracy		85%	95%	95%
4. Best Practices - Percent of total best practices met by the Board.		Approved	100%	100%	100%
5. Timely Resolution of Complaints - Percent of investigations presented to the Board within 180 days from the date of the complaint.		Approved	No Data	90%	90%

LFO Recommendation:

LFO recommends a new Key Performance Measure for timely resolution of complaints to measure the percent of investigations presented to the Board within 180 days from the date of the complaint.

LFO recommends adoption of the 2019-21 proposed Key Performance Measures and targets.

SubCommittee Action:

Subcommittee approved 2019-21 Key Performance Measures and targets.

Legislatively Approved 2019 - 2021 Key Performance Measures

Published: 2/7/2019 2:58:41 PM

Agency: Veterinary Medical Examining Board

Mission Statement:

To protect animal health and welfare, public health, and consumers of veterinary services.

Legislatively Approved KPMs	Metrics	Agency Request	Last Reported Result	Target 2020	Target 2021
1. Public Protection - Average time from receipt of a new complaint to completion of the investigation.		Approved	126.66	180	180
2. Public Protection - Percent of decisions not contested, appealed and/or upheld on appeal.		Approved	98%	95%	95%
3. Customer Service - Percent of customers rating their overall satisfaction with the agency above average or excellent.	Timeliness	Approved	91%	95%	95%
	Overall		88%	95%	95%
	Accuracy		91%	95%	95%
	Availability of Information		82%	95%	95%
	Expertise		88%	95%	95%
	Helpfulness		85%	95%	95%
4. BEST PRACTICES - Percent of best practices met by the Board.		Approved	100%	0%	TBD
5. Facility Inspections - Percent of registered veterinary facilities inspected not less than once per biennium.		Approved	No Data	100%	100%

LFO Recommendation:

The Legislative Fiscal Office proposes a new KPM #5 related to annual inspections of registered veterinary facilities as part of the Board's facility registration program approved by HB 2474 (2015).

Approve the 2019-21 Key Performance Measures and targets as proposed.

SubCommittee Action:

Subcommittee approved 2019-21 Key Performance Measures and targets