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### 2016-17 Governor's Budget - Barber Examiners, Board of

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<http://mn.gov/health-licensing-boards/barber-examiners/>

### AT A GLANCE

- FY 2013 Credentialing Services
  - 2,152 Registered (Master) Barbers
  - 902 Barber Shops
  - 100 Student Barbers
  - 225 Apprentice Barbers
  - 17 Barber Instructors
  - 5 Barber Schools
  - 3,401 Licenses issued and/ or renewed
- FY 2013 Inspection and Investigation Services
  - 557 Individual Barber Shops and Schools inspected, re-inspected, and or investigated.
- FY 2013 Discipline Services
  - 13 Complaints received
  - 3 Investigations completed

### PURPOSE

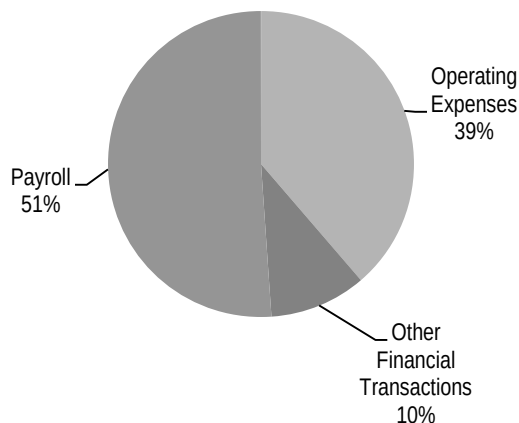
The Board of Barber Examiners is a licensing agency, responsible for safeguarding the public through credentialing, licensing, and regulation of student barbers, apprentice barbers, registered (master) barbers, barber instructors, barber shops, and barber schools.

Our mission is to help keep people in Minnesota safe from injury and disease by striving to assure Minnesota's barbers are appropriately trained and demonstrate the skills required to conduct barber services in a safe manner and clean and sanitary environment.

We support efficient and accountable government services by assessing credentials, issuing licenses, and responding to citizen and licensee inquiries in a timely manner.

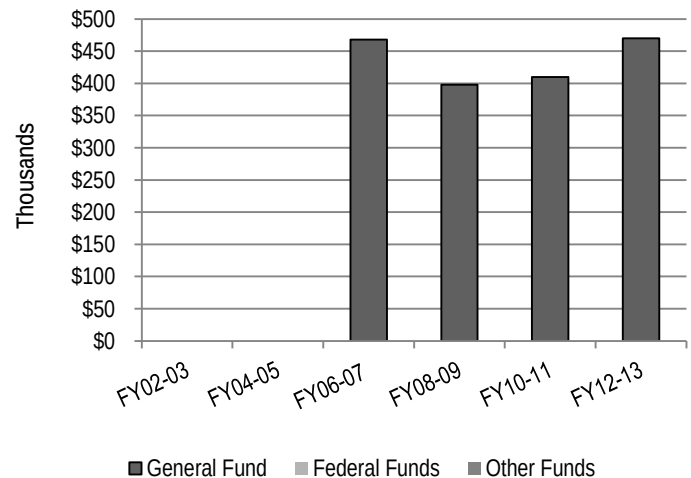
### BUDGET

Spending by Category  
FY 13 Actual



Source: SWIFT

Historical Spending



Source: Consolidated Fund Statement

We receive a direct appropriation from the general fund for all operating expenses and all revenues are deposited as non-dedicated receipts to the general fund.

### STRATEGIES

The Board of Barber Examiners contributes to helping keep people in Minnesota safe by:

- Setting standards of practice, conduct, and sanitation;
- Inspecting barber shops and schools to ensure compliance with sanitation standards;
- Setting educational and examination standards;
- Reviewing applicant credentials to ensure compliance with education standards; and

- Conducting barber examinations to assure applicants demonstrate the ability to provide safe and sanitary services;

We contribute to providing efficient and accountable government services by:

- Responding to inquiries, complaints, and concerns as they are reported;
- Providing information and education to the public;
- Clear and concise inspection reports; and
- Providing courteous and responsive customer services

## RESULTS

| <i>Type of Measure</i>                                                                                                                                                              | <i>Name of Measure</i>                                                         | <i>Previous</i> | <i>Current</i> | <i>Dates</i>            |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------|-----------------|----------------|-------------------------|
| Quantity                                                                                                                                                                            | Total number of registered apprentice barbers                                  | 221             | 225            | 12/30/2012 & 12/30/2013 |
| Quantity                                                                                                                                                                            | Total number of registered (master) barbers                                    | 2,105           | 2,152          | 12/30/2012 & 12/30/2013 |
| Quantity                                                                                                                                                                            | Total number of registered barber shops                                        | 904             | 902            | 6/30/2012 & 6/30/2013   |
| Results                                                                                                                                                                             | Number of satisfactory inspections completed – safe and sanitary barber shops. | 557             | 407 *          | FY 2012<br>FY 2013      |
| Quality                                                                                                                                                                             | Average time from receipt of completed application materials to license issue  | 2 days          | 2 days         | FY 2012<br>FY 2013      |
| *Inspector position vacant 8/1/2012 – 12/22/2012 resulting in fewer inspections completed in FY2013<br>Source: GLSolutions (Government Licensing Data System) Barber Board Database |                                                                                |                 |                |                         |

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### Minnesota Statute and Administrative Rule Governing Barbering:

Minnesota Statute Chapter 154 Barbers <https://www.revisor.mn.gov/statutes/?id=154>

Minnesota Rule Chapter 2100 Board of Barber Examiners <https://www.revisor.mn.gov/rules/?id=2100>

### Other Applicable Minnesota Statutes:

Statute Chapter 13 Government Data Practices

Minnesota Statute Chapter 14 Administrative Procedure

Minnesota Statute Chapter 15 State Agencies in General

**Expenditures By Fund**

|                               | Actual     |            | Actual     | Estimate   | Forecast Base |            | Governor's Recommendation |            |
|-------------------------------|------------|------------|------------|------------|---------------|------------|---------------------------|------------|
|                               | FY12       | FY13       | FY14       | FY15       | FY16          | FY17       | FY16                      | FY17       |
| 1000 - General                | 197        | 274        | 238        | 406        | 317           | 317        | 321                       | 325        |
| <b>Total</b>                  | <b>197</b> | <b>274</b> | <b>238</b> | <b>406</b> | <b>317</b>    | <b>317</b> | <b>321</b>                | <b>325</b> |
| Biennial Change               |            |            |            | 174        |               | (9)        |                           | 3          |
| Biennial % Change             |            |            |            | 37         |               | (1)        |                           | 0          |
| Governor's Change from Base   |            |            |            |            |               |            |                           | 12         |
| Governor's % Change from Base |            |            |            |            |               |            |                           | 2          |

**Expenditures by Program**

|                  |            |            |            |            |            |            |            |            |
|------------------|------------|------------|------------|------------|------------|------------|------------|------------|
| Program: Barbers | 197        | 274        | 238        | 406        | 317        | 317        | 321        | 325        |
| <b>Total</b>     | <b>197</b> | <b>274</b> | <b>238</b> | <b>406</b> | <b>317</b> | <b>317</b> | <b>321</b> | <b>325</b> |

**Expenditures by Category**

|                              |            |            |            |            |            |            |            |            |
|------------------------------|------------|------------|------------|------------|------------|------------|------------|------------|
| Compensation                 | 154        | 140        | 188        | 208        | 212        | 213        | 212        | 213        |
| Operating Expenses           | 42         | 106        | 50         | 198        | 105        | 104        | 109        | 112        |
| Other Financial Transactions |            | 28         | 1          |            |            |            |            |            |
| <b>Total</b>                 | <b>197</b> | <b>274</b> | <b>238</b> | <b>406</b> | <b>317</b> | <b>317</b> | <b>321</b> | <b>325</b> |

**Full-Time Equivalents**

|            |            |            |            |            |            |            |            |
|------------|------------|------------|------------|------------|------------|------------|------------|
| <b>2.9</b> | <b>2.2</b> | <b>2.8</b> | <b>2.8</b> | <b>2.8</b> | <b>2.8</b> | <b>2.8</b> | <b>2.8</b> |
|------------|------------|------------|------------|------------|------------|------------|------------|

(Dollars in Thousands)

**1000 - General**

|                                          | Actual     |            | Actual     | Estimate   | Forecast Base |            | Governor's Recommendation |            |
|------------------------------------------|------------|------------|------------|------------|---------------|------------|---------------------------|------------|
|                                          | FY12       | FY 13      | FY 14      | FY15       | FY16          | FY17       | FY16                      | FY17       |
| Balance Forward In                       |            | 61         |            | 79         |               |            |                           |            |
| Direct Appropriation                     | 257        | 257        | 317        | 327        | 317           | 317        | 321                       | 325        |
| Cancellations                            |            | 44         |            |            |               |            |                           |            |
| <b>Expenditures</b>                      | <b>197</b> | <b>274</b> | <b>238</b> | <b>406</b> | <b>317</b>    | <b>317</b> | <b>321</b>                | <b>325</b> |
| Balance Forward Out                      | 60         |            | 79         |            |               |            |                           |            |
| <i>Biennial Change in Expenditures</i>   |            |            |            | 174        |               | (9)        |                           | 3          |
| <i>Biennial % Change in Expenditures</i> |            |            |            | 37         |               | (1)        |                           | 0          |
| <i>Gov's Exp Change from Base</i>        |            |            |            |            |               |            |                           | 12         |
| <i>Gov's Exp % Change from Base</i>      |            |            |            |            |               |            |                           | 2          |
| FTEs                                     | 2.9        | 2.2        | 2.8        | 2.8        | 2.8           | 2.8        | 2.8                       | 2.8        |

## Board of Barber Examiners

### FY16-17 Biennial Budget Change Item

#### Change Item Title: Operating Adjustment

| Fiscal Impact (\$000s)                           | FY 2016 | FY 2017 | FY 2018 | FY 2019 |
|--------------------------------------------------|---------|---------|---------|---------|
| General Fund                                     |         |         |         |         |
| Expenditures                                     | 4       | 8       | 8       | 8       |
| Revenues                                         | 0       | 0       | 0       | 0       |
| Other Funds                                      |         |         |         |         |
| Expenditures                                     | 0       | 0       | 0       | 0       |
| Revenues                                         | 0       | 0       | 0       | 0       |
| Net Fiscal Impact =<br>(Expenditures – Revenues) | 4       | 8       | 8       | 8       |
| FTEs                                             | 0       | 0       | 0       | 0       |

#### Recommendation:

The Governor recommends additional funding for compensation related costs associated with the delivery of agency services. This amount represents an annual increase of 1.8% for General Fund compensation costs.

#### Rationale/Background:

Each year, compensation costs rise due to labor contract settlements, and changes in employer-paid contributions for insurance, FICA, Medicare, retirement, and other factors. Absorbing this increase in compensation costs within existing agency base appropriations results in reduced staffing and/or reduced non-compensation spending.

#### Proposal:

The Governor recommends increasing agencies' general fund budgets for employee wage and benefit costs by 1.8% per year for FY 2016-17. Agencies were instructed to include a 1.8% increase to total compensation each year in their base budgets, based upon the compound annual compensation spending rate increase per FTE over the last ten years for executive branch employees. This recommendation is intended to allow agencies to maintain their current level of agency operations.

For non-General Fund direct appropriated funds, the Governor's budget recommendations also include an adjustment of 1.8% per year, where the amount can be supported by the source of revenue.

#### Results:

This proposal is intended to allow agencies to continue to provide current levels of service and information to the public.

#### Statutory Change(s):

N.A.