

**OBO Draft
Approved 2023-2025 Biennium
Budget**

| | | Jul 23 - Jun 24 | | Jul 24 - Jun 25 | | Biennial Total | | 2021-23 Approved Budget | |
|----------------------------------|--|-----------------|----------------|-----------------|----------------|-----------------|----------------|-------------------------|----------------|
| | | | | | | Jul 23 - Jun 25 | | | |
| Revenue | | | | | | | | | |
| 2200 · LICENSING FEES | | | | | | | | | |
| | 1850 - EPMP (Collected for OHA) | 30,100 | | 30,100 | | 60,200 | | 58,100 | |
| | 1860 - Background Check Fees (\$55) | 6,450 | | 6,450 | | 12,900 | | - | |
| | 0206 · Duplicate Portable | 5,000 | | 5,000 | | 10,000 | | 8,000 | |
| | 1520 · Annual Renewal - Active | 355,180 | | 355,180 | | 710,360 | | 592,296 | |
| | 1521 · Annual Renewal - Inactive | 35,880 | | 35,880 | | 71,760 | | 76,506 | |
| | Total 2200 · LICENSING FEES | | 432,610 | | 432,610 | | 865,220 | | 734,902 |
| 2300 · MISCELLANEOUS FEES | | | | | | | | | |
| | 1765 · License Verifications | 2,750 | | 2,750 | | 5,500 | | 3,200 | |
| | 1774 · Licensee Lists | 2,000 | | 2,000 | | 4,000 | | 3,000 | |
| | 1794 · Investment Income | 1,000 | | 1,000 | | 2,000 | | 5,000 | |
| | Total 2300 · MISCELLANEOUS FEES | | 5,750 | | 5,750 | | 11,500 | | 11,200 |
| 2400 · OTHER FEES | | | | | | | | | |
| | 1225 · Wall Certificate | 200 | | 200 | | 400 | | 200 | |
| | 1290 · Delinquent Fee | 0 | | 0 | | 0 | | - | |
| | 1292 · New License Application | 21,300 | | 21,300 | | 42,600 | | 40,000 | |
| | 1293 · TPA Certification Application | 1,750 | | 1,750 | | 3,500 | | 2,000 | |
| | 1294 · Endorsement Application | 1,775 | | 1,775 | | 3,550 | | 3,000 | |
| | 1296 · Reactivation Application | 1,000 | | 1,000 | | 2,000 | | 1,500 | |
| | 1297 · Reinstatement Application | 200 | | 200 | | 400 | | 300 | |
| | 1810 · Late Payment - Renewal | 7,700 | | 7,700 | | 15,400 | | 10,000 | |
| | 1811 · Civil Penalties | 4,000 | | 4,000 | | 8,000 | | 4,000 | |
| | 1812 · Lapsed CPR Certification | 7,000 | | 7,000 | | 14,000 | | 6,000 | |
| | 1814 - Address Change Fee | 3,000 | | 3,000 | | 6,000 | | 6,000 | |
| | 1855 - OHA Survey Fee | 2,240 | | 2,240 | | 4,480 | | 4,648 | |
| | 2410 - Returned Check Charges | 100 | | 100 | | 200 | | 200 | |
| | 1831 · Disciplinary Fees | 0 | | 0 | | 0 | | - | |
| | Total 2400 · OTHER FEES | | 50,265 | | 50,265 | | 100,530 | | 77,848 |
| | Total Revenue | | 488,625 | | 488,625 | | 977,250 | | 823,950 |
| Expense | | | | | | | | | |
| 3100 · PAYROLL & OPE | | | | | | | | | |
| 3110 · PAYROLL | | | | | | | | | |
| | 3111 · Employee Payroll | 190,915 | | 194,722 | | 385,638 | | 343,704 | |
| | 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 | | 197,415 | | 201,222 | | 398,638 | | 356,704 |
| 3200 · OPE | | | | | | | | | |
| | 3221 · Payroll Tax - FICA (6.2%) | 12,240 | | 12,476 | | 24,716 | | 22,116 | |
| | 3222 · Payroll Tax - Medicare (1.45%) | 2,863 | | 2,918 | | 5,780 | | 5,172 | |
| | 3263 · Payroll Benefit - Insurance (Med/Dent/Life) | 47,923 | | 48,000 | | 95,923 | | 95,923 | |
| | 3265 · Payroll Benefit - PERS/Employee | 47,889 | | 48,623 | | 96,512 | | 96,512 | |
| | 3269 · Payroll Tax - Workers Comp Bd. | 339 | | 339 | | 678 | | 678 | |
| | 3720 · Payroll Tax--Other | 2,000 | | 2,000 | | 4,000 | | - | |
| | 3266 · DAS - PERS Bond Debt | 11,574 | | 11,736 | | 23,310 | | 21,310 | |
| | Total 3200 · OPE | | 124,827 | | 126,092 | | 250,919 | | 241,711 |
| | Total 3100 · PAYROLL & OPE | | 322,242 | | 327,314 | | 649,556 | | 598,415 |

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|--|--|-----------------|--------|-----------------|--------|-----------------|--------|-------------------------|--------|
| | | | | | | Jul 23 - Jun 25 | | | |
| 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 |
| 6100 · OFFICE EXPENSE | | | | | | | | | |
| | 6110 · Office Supplies | 1,000 | | 1,000 | | 2,000 | | 3,000 | |
| | 6111 · Printing and Reproduction | 0 | | 0 | | 0 | | - | |
| | 6112 · Administrative Printing & Copying | 1,500 | | 1,500 | | 3,000 | | 3,000 | |
| | 6113 · Newsletter Printing & Copying | 0 | | 0 | | 0 | | - | |
| | 6120 · Postage | 3,000 | | 3,000 | | 6,000 | | 5,000 | |
| | 6125 · Office Services | 150 | | 150 | | 300 | | 300 | |
| | 6140 · Equipment Rentals | 2,000 | | 2,000 | | 4,000 | | 6,000 | |
| | 6145 · Dues and Subscriptions | 2,700 | | 2,700 | | 5,400 | | 2,800 | |
| | 6146 · Facilities Rent | 22,000 | | 22,000 | | 44,000 | | 34,700 | |
| | 6150 · Payroll Processing | 2,000 | | 2,000 | | 4,000 | | 2,200 | |
| | 6155 · Workday Fees | 2,000 | | 2,000 | | 4,000 | | - | |
| | 6160 · Publicity and Publications | 0 | | 0 | | 0 | | - | |
| | 6165 · Secure Shredding | 200 | | 200 | | 400 | | 600 | |
| | 6216 · Data Processing Services | 0 | | 0 | | 0 | | - | |
| | Total 6080 · OFFICE EXPENSE | | 36,550 | | 36,550 | | 73,100 | | 57,600 |
| 6274 · TELECOM & TECHNOLOGY | | | | | | | | | |
| | 6275 · DAS ETS (Server, Email, Phones) | 6,936 | | 6,936 | | 13,874 | | 11,692 | |
| | 6276 · Internet Access and Web Hosting | 2,400 | | 2,400 | | 4,800 | | 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 | | 48,000 | |
| | 6274 · Telecommunications & Technology Other | 960 | | 960 | | 1,920 | | 1,920 | |
| | 6281 · Computer Software | 3,000 | | 3,000 | | 6,000 | | - | |
| | 6282 · Cell phones | 1,800 | | 1,800 | | 3,600 | | - | |
| | Total 6174 · TELECOM & TECHNOLOGY | | 39,796 | | 39,796 | | 79,594 | | 66,372 |
| 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 | 30,000 | | 30,000 | | 60,000 | | 40,000 | |
| | 6451 · AUDIT CHARGES | 10,000 | | 0 | | 10,000 | | 10,000 | |
| | 6452 · Other Consulting Services | 300 | | 300 | | 600 | | 600 | |
| | 6456 · INSURANCE | 4,300 | | 4,300 | | 8,600 | | 12,372 | |
| | 6615 · INTER-AGENCY CHARGES | 0 | | 0 | | 0 | | - | |
| | 6523 · OTHER SERVICES | 0 | | 0 | | 0 | | - | |
| 6500 · BANK SERVICE CHARGES | | 0 | | 0 | | 0 | | - | |
| | 6532 · BANK SERVICE CHARGES | 100 | | 100 | | 200 | | 400 | |
| | 6535 · CREDIT CARD PROCESSING FEES | 15,000 | | 15,000 | | 30,000 | | 16,000 | |
| | 6536 · RETURN CHECK FEES | 100 | | 100 | | 200 | | 200 | |
| 6600 · State Administrative Support | | | | | | | | | |
| | 6610 · DAS Fees | | | | | | | | |

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|--|-----------------|--------------------|-----------------|--|-----------------|-----------------------|-------------------------|
| | | | | | Jul 23 - Jun 25 | | |
| 6611 - DAS Rule Filing Fees | 1,800 | | 1,800 | | 3,600 | | 3,397 |
| 6612 - Bill Tracker/LINUS Fees | 240 | | 240 | | 480 | | 488 |
| 6613 - Ethics Commission Fees | 50 | | 50 | | 100 | | 50 |
| 6614 - PPDB & E-Recruit Fees | 0 | | 0 | | 0 | | - |
| 6616 - Employment Relations Board | 50 | | 50 | | 100 | | 120 |
| 6620 -- Arhives & records mgmt. fee | 300 | | 300 | | 600 | | - |
| 6670 - COLLECTION COSTS | | | | | | | |
| 6671 - Collection Costs - DOR | 0 | | 0 | | 0 | | - |
| 6672 - Collection Costs - Private Firm | 0 | | 0 | | 0 | | - |
| 6700 LICENSING COSTS | | | | | | | |
| 6740 - OJIN Fees | 0 | | 0 | | 0 | | 1,080 |
| 6750 - EPMP | 27,090 | | 27,090 | | 54,180 | | 36,720 |
| 6760 - LEDS Background Check Fees | 2,200 | | 2,200 | | 4,400 | | 2,600 |
| 6770 - NPDB Background Check Fees | 250 | | 250 | | 500 | | 300 |
| 6775 - OHA Survey Fee | 2,240 | | 2,240 | | 4,480 | | 4,688 |
| 6780 - National Background Check Fees | 1,000 | | 1,000 | | 2,000 | | 4,350 |
| 6800 - Investigation Costs | | | | | | | |
| 6810 - Mileage | 500 | | 500 | | 1,000 | | 1,000 |
| 6820 - Lodging/meal Costs | 0 | | 0 | | 0 | | - |
| 6830 - Investigation Supplies | 1,000 | | 1,000 | | 2,000 | | 2,000 |
| 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 | 0 | | 0 | | 0 | | 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 | 1,500 | | 1,500 | | 3,000 | | 2,000 |
| 7025 - Board Meeting mileage | 3,000 | | 3,000 | | 6,000 | | 6,000 |
| 6660 · EXPENDABLE PROPERTY (\$250-5000) | 3,500 | | 1,000 | | 4,500 | | 6,000 |
| Total 6000 · SERVICES & SUPPLIES | | 110,020 | | 97,520 | | 207,540 | 162,365 |
| Total Expense | | 510,810 | | 505,381 | | 1,016,190 | 891,152 |
| Net Income/Loss | | \$ (22,185) | | \$ (16,756) | | \$ (38,940) | \$ (67,202) |
| | | 2023-24 | | 2024-25 | | Total Biennium | |
| Total Revenues | \$ | 488,625 | \$ | 488,625 | \$ | 977,250 | |
| Total Expenses | \$ | (510,810) | \$ | (505,381) | \$ | (1,016,190) | |
| Fixed Asset Purchases | \$ | - | \$ | - | \$ | - | |
| Balance | \$ | (22,185) | \$ | (16,756) | \$ | (38,940) | |
| 6/30/23 Estimated Willamette Valley Bank balance | \$ | 174,877 | | | | | |
| 6/30/23 Estimated Willamette Valley CD balance | \$ | 0 | | | | | |
| 6/30/21 Estimated Total Cash Assets | \$ | 174,877 | | Avg. Monthly expenses | \$ | 42,341.26 | |
| Projected 2023-25 Close of Biennium Cash Assets | \$ | 135,937 | | # of months of operating income in reserves as of 6/30/25 | | 3.21 | |