

2023-2025 Oregon Board of Physical Therapy Biennium Budget Executive Summary

Board staff presented a deficit budget for the Board's consideration for the 2023-2025 Biennium. The budget assumes minimal increases in income while accounting for an overall increase in budgeted expenses of 6.44%. The budget does not include any proposed increase in fees.

The Board requires a reserve fund to cover infrequent or unplanned expenses. The board should maintain an ending balance of 8-10 months of operating expenses, consistent with recommendations for State agencies with biannual renewals; this budget results in an estimated ending balance of \$756,375 or approximately 9 ½ months of operating expenses.

- **Overall income is projected to be \$1,590,066, down \$25,347 or ~2% from 21-23.**
 - There was a calculation error in the 21-13 budget in some verification and processing fee lines, and this error over-inflated projected income last biennium. This budget corrects the calculation error.
 - The Board anticipates some growth in renewals and new applications, as well as continuing growth in the purchase of compact privileges to practice in Oregon.

- **Expenses are up by \$113,902 for a 6.44% increase over the budget for the prior biennium, at \$1,882,265.**
 - Payroll Costs are up 8% overall, inclusive of all costs. This assumes cost of living increases will be allocated by the State of Oregon, although there is no information on whether or what those increases may be for 23-25. The Board implements any increases (or furloughs) implemented by the State of Oregon for executive service and unclassified employees. The budget also includes a 12% increase in transit taxes, 11% in employee benefits (PEBB and PERS), as well as a 25% increase in board member stipends due to increased number of meetings and trainings.
 - Travel, General Office, Dues and Subscriptions, and Publication expenses are being budgeted the same amount as 21-23, with a few exceptions where the 23-25 budget is lower due mostly to a reduction in anticipated liability insurance for the biennium. The Board is part of an insurance pool with other semi-independent boards, and the amount varies from biennium to biennium based on claims.
 - Postage is up 60% based on increased costs passed on by the Board's mail processor.
 - Contracted Services are up 17% overall, due predominantly to higher rates in the new biennium, with increases in Attorney General—Legal Counsel, Audit, Merchant and Payroll Services Charges, and Other Services. The Board is anticipating a reduction in the budget for Computer Support, as the 21-23 biennium budget included a placeholder for costs that would be incurred if the Board no

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longer shared facility and IT equipment with the Health Related Licensing Boards (HRLB); at this time, the HRLBs are not expected to leave the Portland State Office Building, and the agencies can continue to co-locate and keep costs down through this collaboration. The budgeted related expense is removed from the 23-25 biennium budget.

- Rent is up 36% based on a rate increase by the Department of Administrative Services for all State buildings.
- Expenses related to Background Checks are up 7% based on projected volumes for the biennium.
- Computer & Accessories, which includes all hardware and software expenses, is anticipated to have only a slight increase of 2% based on some fee increases.

Oregon Board of Physical Therapy 2023-2025 Biennium Budget

Comparison to Prior Biennium Budget

	BIENNIUM <u>Jul '23 - Jun 25</u>	PRIOR BI <u>Jul '21 - Jun 23</u>	FROM PRIOR <u>DIFF</u>
Ordinary Income/Expense			
Income			
4000 · Income			
4100 · Physical Therapists			
4132 · PT Renewal Ver & Proc Fees	116,925.00	258,823.53	45%
4112 · PT App Ver & Proc Fees	55,377.06	52,741.20	105%
4126 · PT Temp Mil SP/DP	198.00		
4110 · PT Exam Applications	70,686.00	56,232.00	126%
4120 · PT Endorsement Applications	93,687.06	99,372.00	94%
4125 · PT Temporary Permits	3,000.00	1,872.00	160%
4130 · PT Renewals	935,400.00	834,502.00	112%
4140 · PT Delinquent Renewals	3,300.00	4,160.00	79%
4170 · PT Civil Penalties	0.00	2,600.00	0%
Total 4100 · Physical Therapists	1,278,573.12	1,310,302.73	98%
4200 · Physical Therapist Assistants			
4232 · PTA Renewal Ver & Proc Fees	25,415.00	50,427.27	50%
4212 · PTA App Ver & Proc Fees	13,041.06	10,736.88	121%
4210 · PTA Exam Applications	19,074.00	18,720.00	102%
4220 · PTA Endorse Applications	19,635.06	16,640.00	118%
4225 · PTA Temporary Permits	400.00	0.00	
4230 · PTA Renewals	143,650.00	134,984.00	106%
4240 · PTA Delinquent Renewals	1,300.00	1,456.00	89%
Total 4200 · Physical Therapist Assistants	222,515.12	232,964.15	96%
4300 · PT & PTA Combined			
4360 · OHA Workforce Data Survey Fee	23,128.00	23,514.44	98%
4350 · PT Compact Fees	28,800.00	20,000.00	144%
4330 · PTand/or PTA Mailing Diskette	12,000.00	8,320.00	144%
Total 4300 · PT & PTA Combined	63,928.00	51,834.44	123%
4400 · PT/PTA License Verification Fee	25,050.00	20,000.00	125%
Total 4500 · Miscellaneous Income	0.00	312.00	0%
4900 · Bank Interest Income	0.00	0.00	
Total 4000 · Income	1,590,066.24	1,615,413.32	98%
Total Income	1,590,066.24	1,615,413.32	98%
Gross Profit	1,590,066.24	1,615,413.32	98%
Expense			
5100 · Payroll Costs			
5132 · FICA (SS + Medicare)	59,727.06	55,372.60	108%
5133 · FICA Administrative Fee	30.00	30.00	
5110 · Gross Salaries	780,746.01	723,828.00	108%
5136 · Mass Transit Tax	6,274.86	5,599.00	112%
Total 5140 · Employee Benefits	392,400.52	355,004.00	111%

	BIENNIUM	PRIOR BI	FROM PRIOR
	Jul '23 - Jun 25	Jul '21 - Jun 23	DIFF
5150 · Employee Training	10,000.00	20,000.00	50%
5190 · Board Stipends	37,500.00	30,000.00	125%
5199 · Other Payroll Expenses	4,900.00	4,900.00	
Total 5100 · Payroll Costs	1,291,578.45	1,194,733.60	108%
Total 5600 · Travel Costs	42,600.00	42,600.00	
6100 · General Office Expenses			
6110 · Copier	1,920.00	1,920.00	
6120 · Printing/Copying	5,600.00	5,600.00	
6140 · Office Supplies	4,300.00	4,300.00	
6145 · Other	7,000.00	7,000.00	
6150 · Board Meeting Expenses	2,400.00	2,400.00	
6155 · Parking Validation Stickers	1,650.00	3,300.00	50%
6180 · Telecommunications	14,800.00	14,800.00	
6185 · Bank Charges/Fees	4,000.00	8,000.00	50%
6186 · Liability Insurance (Risk Mgmt)	17,912.00	35,000.00	51%
Total 6100 · General Office Expenses	59,582.00	82,320.00	72%
6190 · Dues and Subscriptions	20,000.00	20,000.00	
Total 6200 · Postage	6,400.00	4,000.00	160%
6300 · Publications	640.00	640.00	
6400 · Contracted Services			
6405 · Merchant Account Fees	48,000.00	38,000.00	126%
6410 · Investigators	3,000.00	3,000.00	
6420 · Computer Support	24,000.00	48,000.00	50%
6430 · Attorney General-Legal Counsel	99,795.00	80,000.00	125%
6440 · Audit Charges	17,000.00	13,000.00	131%
6450 · Accountant / CPA	1,000.00	1,000.00	
6460 · Payroll Service Charges	6,400.00	6,000.00	107%
6490 · DAS Charges (Miscellaneous)	3,470.00	3,470.00	
6495 · EmplDept/HearingOfficerPanel	5,000.00	5,000.00	
6499 · Other Services	28,000.00	24,000.00	117%
Total 6400 · Contracted Services	235,665.00	221,470.00	106%
Total 6500 · Rent and Occupancy	60,000.00	44,000.00	136%
Total 6600 · Background Checks	90,800.00	84,800.00	107%
6650 · Investigation Expenses	200.00	200.00	
Total 6800 · Computers & Accessories	74,800.00	73,600.00	102%
Total Expense	1,882,265.45	1,768,363.28	106.44%
Net Ordinary Income	-292,199.21	-152,950.28	
Net Income	-292,199.21	-152,950.28	