

## BOARD OF PODIATRIC MEDICAL EXAMINERS

### MISSION STATEMENT

The mission of the Board of Podiatric Medical Examiners is to protect the public by regulating the practice of podiatry in the State of Oklahoma. The Board examines all applicants for licensure to insure that only qualified podiatrists practice podiatry in the state and that the podiatry profession as a whole is conducted in the public's best interest.

### THE BOARD

The Board of Podiatric Medical Examiners, once known as the State Board of Chiropody, is composed of five podiatrists and one laymember appointed by the Governor. The podiatrist members of the Board must have practiced podiatry continuously for three years preceding their appointment and be in good standing with the National Association of Podiatrists and of the Oklahoma Podiatry Association. The term of office of each member is five years.

### DUTIES / RESPONSIBILITIES

The Board has the responsibility of examining, registering and licensing those persons desiring to practice Podiatry in this State.

### STATUTORY REFERENCES

Statutory Reference: Title 59, Section 137 et seq. of the Oklahoma Statutes.

### EXPENDITURES BY FUND

<u>Type of Fund</u>	<b>FY-94 Actual</b>	<b>FY-95 Actual</b>	<b>FY-96 Budgeted</b>
<b>State Appropriated Funds</b>	\$0	\$0	\$0
<b>State Continuing/Revolving Funds:</b>			
200 Revolving Fund	6,183	4,968	6,300
<b>Federal Funds:</b>	<u>0</u>	<u>0</u>	<u>0</u>
<b>Total Expenditures by Fund</b>	\$6,183	\$4,968	\$6,300

### EXPENDITURES BY OBJECT

<u>Object of Expenditure</u>	<b>FY-94 Actual</b>	<b>FY-95 Actual</b>	<b>FY-96 Budgeted</b>
Salaries and Benefits	\$0	\$0	\$0
Professional Services	600	600	600
Travel	0		400
Lease-Purchase Expenditures	0		
Equipment	0		
Other Operating Expenses	<u>5,583</u>	<u>4,368</u>	<u>5,300</u>
<b>Total Expenditures by Object</b>	\$6,183	\$4,968	\$6,300



# BOARD OF CHIROPRACTIC EXAMINERS

## MISSION STATEMENT

The mission of the Board of Chiropractic Examiners is to enhance public health and safety by regulating the practice of Chiropractors in the State of Oklahoma to insure that only properly qualified chiropractors practice in the state and that the profession as a whole is conducted in the public's best interest.

## THE BOARD

The Board is composed of three licensed Chiropractors and one lay member representing the public who participates only for the purpose of assisting in the review of consumer complaints and in rules and decision making. Members are appointed by the Governor to serve a term of three years.

## DUTIES / RESPONSIBILITIES

The Board is appointed by the Governor and is mandated by statutes to carry forward the duties set forth in the Oklahoma Chiropractic Practice Act per Section 161.1 et seq of Title 59 of the Oklahoma Statutes. The Board is directed to formulate, adopt and promulgate rules as may be necessary to administer the chiropractic profession within the State of Oklahoma, to regulate the profession regarding complaints, and to protect the health and safety of the citizens of the State of Oklahoma. The Board has the additional responsibility to enforce the Chiropractic Code of Ethics; ensure educational requirements, issue annual renewal licenses; administer the undergraduate Preceptorship Program; administer the state examination for applicants for licenses to practice; conduct Board meetings throughout the year and entertain those matters which are placed before the Board per its posted agenda; appoint an "advisory committee" to assist the Board as to qualification of applicants and written complaints filed with the Board as well as provide and/or approve annual continuing educational seminars. These duties are exclusive of those powers and duties placed upon the Board per Section 161.6 of Title 59 of the Oklahoma Statutes.

## STATUTORY REFERENCES

Statutory Reference: Title 59, Section 161 et seq, of the Oklahoma Statutes.

<b>PERFORMANCE CRITERIA / SERVICES PROVIDED</b>			
<b>Criteria/Service:</b>	<b>FY-94 Actual</b>	<b>FY-95 Actual</b>	<b>FY-96 Estimated</b>
Examinations Given		72	63
Licenses Issued:			
In state		28	10
Out of state		<u>40</u>	<u>40</u>
Total		68	50
Licenses Revoked/Suspended:			
In state		10	10
Out of state		<u>12</u>	<u>35</u>
Total		22	45
			63
			10
			40
			50
			10
			15
			25

FY-97 EXECUTIVE BUDGET

<b>EXPENDITURES BY FUND</b>			
<b>Type of Fund:</b>	<b>FY-94 Actual</b>	<b>FY-95 Actual</b>	<b>FY-96 Budgeted</b>
<b>State Appropriated Funds</b>		\$0	\$0
<b>State Continuing/Revolving Funds:</b>			
200 Revolving Fund	115,590	116,181	170,858
<b>Federal Funds:</b>	<u>0</u>	<u>0</u>	<u>0</u>
<b>Total Expenditures by Fund</b>	<u>\$115,590</u>	<u>\$116,181</u>	<u>\$170,858</u>

<b>EXPENDITURES BY OBJECT</b>			
<b>Object of Expenditure</b>	<b>FY-94 Actual</b>	<b>FY-95 Actual</b>	<b>FY-96 Budgeted</b>
Salaries and Benefits	\$51,950	\$57,150	\$59,058
Professional Services	18,501	9,923	19,900
Travel	10,693	12,918	27,000
Lease-Purchase Expenditures	14,829	15,177	4,708
Equipment	1,642	150	16,000
Payments to Local Governments			
Other Operating Expenses	<u>17,975</u>	<u>20,863</u>	<u>44,192</u>
<b>Total Expenditures by Object</b>	<u>\$115,590</u>	<u>\$116,181</u>	<u>\$170,858</u>

<b>EXPENDITURES BY BUDGET ACTIVITY / SUB-ACTIVITY</b>			
<b>Activity No. and Name</b>	<b>FY-94 Actual</b>	<b>FY-95 Actual</b>	<b>FY-96 Budgeted</b>
10 General Operations	\$115,590	\$116,181	\$170,858
<b>Total Expenditures by Activity</b>	<u>\$115,590</u>	<u>\$116,181</u>	<u>\$170,858</u>

<b>FULL-TIME-EQUIVALENT EMPLOYEES (FTE) and VEHICLES</b>			
<b>Activity No. and Name</b>	<b>FY-94 Actual</b>	<b>FY-95 Actual</b>	<b>FY-96 Budgeted</b>
10 General Operations	<u>2.0</u>	<u>2.0</u>	<u>2.0</u>
<b>Total FTE</b>	<u>2.0</u>	<u>2.0</u>	<u>2.0</u>
<b>Number of Vehicles</b>	<u>0</u>	<u>0</u>	<u>0</u>

## REGISTERED DENTISTS, BOARD OF GOVERNORS OF

### MISSION STATEMENT

The mission of the Board of Governors of Registered Dentists is to enhance public health and safety by regulating the practice of dentistry in the state in accordance with the State Dental Act and insuring that the dental profession as a whole is conducted in the public's best interest.

### THE BOARD

The mission of the Board of Governors of Registered Dentists is to enhance public health and safety by regulating the practice of dentistry in the state in accordance with the State Dental Act and insuring that the dental profession as a whole is conducted in the public's best interest. In the state, and the two consumer members are appointed by the Governor. Each member holds office for a term of three years. Board members cannot serve for more than three consecutive terms.

### DUTIES / RESPONSIBILITIES

The Board is responsible for issuing licenses and permits to qualified dentists, dental specialists, dental hygienists, dental assistants and dental laboratories as prescribed by the State Dental Act.

### STATUTORY REFERENCES

Statutory Reference: Article V, Oklahoma Constitution, Section 39 and Title 59, Section 328.1 et seq of the Oklahoma Statutes.

### PERFORMANCE CRITERIA / SERVICES PROVIDED

<b>Criteria/Service:</b>	<b>FY-94 Actual</b>	<b>FY-95 Actual</b>	<b>FY-96 Estimated</b>
Dentists - registrations, continuing education	1,788	1,808	1,800
Hygienists - registrations, continuing education	1,079	1,124	1,124
Life members - registered	138	140	130
Retired members - registered	188	183	185
Dental Assts. certificates issued	559	541	500
Dental Assistants - registered	1,372	1,432	1,432
Dental laboratory permits issued	163	166	166
Temp. dental hygiene permits issued	6	10	10
Faculty or employee permits issued	4	3	3
Examination applications	152	142	135
Work authorization books distributed	2,801	2,861	2,860
Duplicate licenses issued	9	5	5
General anesthesia permits issued	53	59	58

### EXPENDITURES BY FUND

<b>Type of Fund:</b>	<b>FY-94 Actual</b>	<b>FY-95 Actual</b>	<b>FY-96 Budgeted</b>
<b>State Appropriated Funds</b>	\$0	\$0	\$0
<b>State Continuing/Revolving Funds:</b>			
200 State Dental Fund	272,582	261,945	298,460
<b>Federal Funds:</b>	0	0	0
<b>Total Expenditures by Fund</b>	\$272,582	\$261,945	\$298,460

FY-97 EXECUTIVE BUDGET

<b>EXPENDITURES BY OBJECT</b>			
<b>Object of Expenditure:</b>	<b>FY-94 Actual</b>	<b>FY-95 Actual</b>	<b>FY-96 Budgeted</b>
Salaries and Benefits	\$135,467	\$139,286	\$152,540
Professional Services	35,825	28,847	41,800
Travel	18,547	20,900	24,320
Lease-Purchase Expenditures	0	0	0
Equipment	3,986	3,618	4,300
Payments to Local Governments	0	0	0
Other Operating Expenses	78,757	69,295	75,500
<b>Total Expenditures by Object</b>	<b>\$272,582</b>	<b>\$261,946</b>	<b>\$298,460</b>

<b>EXPENDITURES BY BUDGET ACTIVITY / SUB-ACTIVITY</b>			
<b>Activity No. and Name:</b>	<b>FY-94 Actual</b>	<b>FY-95 Actual</b>	<b>FY-96 Budgeted</b>
10 General Operations	\$267,793	\$260,946	\$294,460
88 Data Processing	4,789	999	4,000
<b>Total Expenditures by Activity</b>	<b>\$272,582</b>	<b>\$261,945</b>	<b>\$298,460</b>

<b>FULL-TIME-EQUIVALENT EMPLOYEES (FTE) and VEHICLES</b>			
<b>Activity No. and Name</b>	<b>FY-94 Actual</b>	<b>FY-95 Actual</b>	<b>FY-96 Budgeted</b>
10 General Operations	4.5	4.5	4.5
<b>Total FTE</b>	<b>4.5</b>	<b>4.5</b>	<b>4.5</b>
<b>Number of Vehicles</b>	<b>2</b>	<b>2</b>	<b>2</b>

**EMBALMERS AND FUNERAL DIRECTORS BOARD**

**MISSION STATEMENT**

The mission of the Embalmers and Funeral Directors Board is to act in the public interest for the advancement of the profession of embalming and funeral directing and related professional services, through the use of powers vested in the Board by the State of Oklahoma and without the need for appropriated funding.

**THE BOARD**

The Board consists of seven members appointed by the Governor. Members each serve a term of five years. Five of the members must be actively engaged in the practice of embalming and funeral directing in this state for not less than seven consecutive years and must have an active license. Two of the members are chosen from the public, one of whom, if possible, shall be licensed and actively engaged in the health care field.

**DUTIES / RESPONSIBILITIES**

The Board determines qualifications necessary to enable any person in the State of Oklahoma to lawfully practice as an embalmer, funeral director or merchandise salesperson and to register apprentices for the funeral industry and to administer the requirements of the State Burial Board. The Board also prescribes the requirements for a funeral establishment license and the inspection for compliance thereof. Additionally, the Board examines applicants for embalmer and funeral director licenses, issues licenses to qualified applicants and investigates and resolves all complaints concerning funeral services including pre-need. The Board also determines qualifications necessary for compliance with continuing education requirements, as well as approval of continuing education courses of instruction. Effective July 1, 1992, the State Burial Board was abolished and all duties, responsibilities, property and personnel of the Burial Board were transferred to the Embalmers and Funeral Directors Board.

**STATUTORY REFERENCES**

Title 8, Section 202 et seq, and Title 59, Section 396 et seq, of the Oklahoma Statutes

**PERFORMANCE CRITERIA / SERVICES PROVIDED**

<b>Criteria/Service:</b>	<b>FY-94 Actual</b>	<b>FY-95 Actual</b>	<b>FY-96 Estimated</b>	<b>FY-97 Estimated</b>
Inspections:				
Establishments	407	407	428	414
Crematories	-	0	0	10
Investigations	26	27	25	28
Complaints	53	55	50	53
Hearings	12	12	12	12
Examinations	50	50	50	510
Licenses Issued:				
Funeral Directors	1,423	1,448	1,470	1,128
Embalmers	1,265	1,265	1,310	1,011
Funeral Establishments	407	407	428	414
Burial Associations	249	224	252	219
Association Agents	416	374	446	483
Reciprocal	15	15	15	12
Burial Board Registrations:				
Apprentices	294	295	342	253
Pre-Need Merchandise Sales	423	423	578	500

FY-97 EXECUTIVE BUDGET

**EXPENDITURES BY FUND**

Type of Fund:	FY-94 Actual	FY-95 Actual	FY-96 Budgeted
<b>State Appropriated Funds:</b>	\$0	\$0	\$0
<b>State Continuing/Revolving Funds:</b>			
200 Revolving Fund	307,535	263,244	216,140
<b>Federal Funds:</b>	0		
<b>Total Expenditures by Fund:</b>	<u>\$307,535</u>	<u>\$263,244</u>	<u>\$216,140</u>

**EXPENDITURES BY OBJECT**

Object of Expenditure	FY-94 Actual	FY-95 Actual	FY-96 Budgeted
Salaries and Benefits	145,824	158,577	126,294
Professional Services	34,677	25,605	18,420
Travel	14,870	13,050	22,600
Lease Purchase Expenditures	385	0	0
Equipment	41,804	1,046	2,000
Other Operating Expenses	69,975	64,966	46,826
<b>Total Expenditures by Object</b>	<u>\$307,535</u>	<u>\$263,244</u>	<u>\$216,140</u>

**EXPENDITURES BY BUDGET ACTIVITY / SUB-ACTIVITY**

Activity No. and Name	FY-94 Actual	FY-95 Actual	FY-96 Budgeted
10 General Operations	302,371	261,813	203,820
88 Data Processing	5,164	1,431	12,320
<b>Total Expenditures by Activity</b>	<u>\$307,535</u>	<u>\$263,244</u>	<u>\$216,140</u>

**FULL-TIME-EQUIVALENT EMPLOYEES (FTE) and VEHICLES**

Activity No. and Name	FY-94 Actual	FY-95 Actual	FY-96 Budgeted
10 General Operations	4.5	4.8	4.0
<b>Total FTE</b>	<u>4.5</u>	<u>4.8</u>	<u>4.0</u>

<b>Number of Vehicles</b>	1	1	1
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# STATE BOARD OF MEDICAL LICENSURE AND SUPERVISION

## MISSION STATEMENT

The mission of the Board of Medical Licensure and Supervision is to protect the public health, safety and welfare by the licensing, disciplinary and oversight activities of physicians, physical therapists, physical therapy assistants, dietitians, occupational therapists and occupational therapy assistants, physician's assistants, electrologists, and athletic trainers.

## THE BOARD

The Board is appointed by the Governor and is composed of seven physicians licensed to practice medicine in this state and two lay members who represent the public. M.D. members are appointed for a seven year term. Lay members serve co-terminous with the Governor.

## DUTIES / RESPONSIBILITIES

It is the duty and responsibility of the Board of Medical Licensure and Supervision to make a determination as to the qualifications of applicants for examination and/or to practice within the state, to administer written examinations to qualified applicants, to issue licenses to those meeting requirements for licensure, to issue annual renewal certificates authorizing continuing professional practice, to monitor the action of all practicing professionals licensed by the Board to insure compliance with established state laws and to revoke or suspend licenses or take other appropriate action provided by state statutes.

The Board also has the responsibility of licensing all physical therapists and physical therapy assistants, dietitians and licensed dietitians and occupational therapists and occupational therapy assistants in the State of Oklahoma. Further, the State Board of Medical Licensure and Supervision has been given the responsibility of certifying physician's assistants, licensing registered electrologists and licensing athletic trainers.

## STATUTORY REFERENCES

Statutory Reference: Title 59, Section 481-524, Section 525-535, Section 536-536.14, Section 887.1-887.17, Section 888.1-888.16, and Section 1721-1739, of the Oklahoma Statutes.

## PERFORMANCE CRITERIA / SERVICES PROVIDED

Criteria/Service:	FY-94	FY-95	FY-96
	Actual	Actual	Estimated
Application for medical license	546	487	496
Renewal of medical license	7,156	7,641	7,840
Application for Allied Profession*	524	596	1,700
Renewal of Allied Profession*	2,613	3,067	3,130
Flex Examination/USMLE III EXAM	81	122	125
Physical Therapist & PT Asst. Exam.	153	171	175
Registered Electrologist Exam	4	2	2
Investigation Load:			
New Cases Opened	106	95	90
Complaints Referred	2	12	10
Total Cases w/o Action	84	27	30
Avg # Physicians on Probation	56	51	48
Total Invest. Interviews	578	358	400
Reinstatement (All Professions)	38	44	40
Lists - State agencies & pvt orgs.	195	233	225
Verification/Corp. Cert. (All Prof)	15,822	14,114	14,500

FY-97 EXECUTIVE BUDGET

Supervised Medical Doctor (SMD) 168  
 Special/Temporary MD License 252 250  
 \* Physician Assistants, Physical Therapists, Physical Therapy Assistants, Dietitians, Licensed Dietitians, Occupational Therapists, Occupational Therapy Assistant, Athletic Trainers, Athletic Trainer Assistants, Registered Electrologists and respiratory care therapists.

<b>EXPENDITURES BY FUND</b>			
<b>Type of Fund:</b>	<b>FY-94 Actual</b>	<b>FY-95 Actual</b>	<b>FY-96 Budgeted</b>
<b>State Appropriated Funds:</b>	\$0		
<b>State Continuing/Revolving Funds:</b>			
200 Revolving Fund	1,382,535	1,413,881	1,650,592
<b>Federal Funds:</b>	0	0	0
<b>Total Expenditures by Fund</b>	<u>\$1,382,535</u>	<u>\$1,413,881</u>	<u>\$1,650,592</u>

<b>EXPENDITURES BY OBJECT</b>			
<b>Object of Expenditure:</b>	<b>FY-94 Actual</b>	<b>FY-95 Actual</b>	<b>FY-96 Budgeted</b>
Salaries and Benefits	\$860,810	\$894,600	\$1,001,415
Professional Services	123,601	98,146	110,240
Travel	35,113	51,777	56,795
Lease-Purchase Expenditures	57,623	111,414	38,467
Equipment	43,666	27,991	151,490
Other Operating Expenses	261,722	229,953	292,185
<b>Total Expenditures by Object</b>	<u>\$1,382,535</u>	<u>\$1,413,881</u>	<u>\$1,650,592</u>

<b>EXPENDITURES BY BUDGET ACTIVITY / SUB-ACTIVITY</b>			
<b>Activity No. and Name:</b>	<b>FY-94 Actual</b>	<b>FY-95 Actual</b>	<b>FY-96 Budgeted</b>
10 General Operations	\$1,126,292	\$1,104,704	\$1,331,708
88 Data Processing	256,243	309,177	318,884
<b>Total Expenditures by Activity</b>	<u>\$1,382,535</u>	<u>\$1,413,881</u>	<u>\$1,650,592</u>

<b>FULL-TIME-EQUIVALENT EMPLOYEES (FTE) and VEHICLES</b>			
<b>Activity No. and Name:</b>	<b>FY-94 Actual</b>	<b>FY-95 Actual</b>	<b>FY-96 Budgeted</b>
10 General Operations	21.5	21.5	24.0
88 Data Processing	3.0	3.0	3.0
<b>Total FTE</b>	<u>24.5</u>	<u>24.5</u>	<u>27.0</u>
<b>Number of Vehicles</b>	<u>6</u>	<u>6</u>	<u>6</u>

## **OKLAHOMA BOARD OF NURSING**

### **MISSION STATEMENT**

The mission of the Oklahoma Board of Nursing is to safeguard the safety of citizens in the State of Oklahoma by regulating the practice of registered nurses, licensed practical nurses, nurse practitioners, nurse-midwives, clinical nurse specialists, and certified RN anesthetists.

### **THE BOARD**

The Board consists of nine members appointed by the Governor who are citizens of the United States, and residence of Oklahoma, for no less than the previous five years. Five of the members are to be registered nurses currently engaged in the practice of nursing as a registered nurse and are to have had no less than five years of experience as a registered nurse. Three of the members are to be licensed practical nurses and currently engaged in the practice of practical nursing as a licensed practical nurse and are to have had no less than five years of experience as a licensed practical nurse. One member is to represent the public and serves co-terminously with the Governor. One of the Board members must be a director of nursing in a licensed long-term care facility. Two registered nurses must be from nursing education and two from nursing service. No two registered nurses or licensed practical nurses may be from the same congressional district. One licensed practical nurse and one registered nurse must be from a county of less than 60,000 population.

### **DUTIES / RESPONSIBILITIES**

The Oklahoma Board of Nursing is responsible for administering the Oklahoma Nursing Practice Act. The Board's functions include licensure and standards for nursing education programs which prepare for licensure as a registered nurse or licensed practical nurse, and for recognizing Nurse Practitioners, Certified Nurse-Midwives, Clinical Nurse Specialists and Certified Registered Nurse Anesthetists, including approval of their educational programs. Activities include:

- a. Prescribing standards for educational programs, preparing persons for licensure as a registered nurse or licensed practical nurse;
- b. Surveying visits of such educational programs to be conducted;
- c. Approving programs which meet prescribed standards;
- d. Denying or withdrawing approval of programs which fail to meet or maintain prescribed standards;
- e. Investigating matters relating to nursing practices;
- f. Authorizing the prosecution of persons violating the statute;
- g. Conducting examinations;
- h. Licensing and renewing the licenses of qualified applicants;
- i. Conducting hearings upon charges calling for disciplinary action of a licensee; and
- j. Promulgating rules and regulations to implement the Nursing Practice Act.
- i. Administer the Peer Assistance Program for chemically addicted nurses.

In addition, the Board cooperates with other state and federal agencies on nurse manpower reports. The Board participates in and utilizes the National Council Licensure Examination for registered nurse licensure and practical nurse licensure.

### **STATUTORY REFERENCES**

Statutory Reference: Title 59, Section 567.1 et seq, of the Oklahoma Statutes.

FY-97 EXECUTIVE BUDGET

<b>PERFORMANCE CRITERIA / SERVICES PROVIDED</b>			
<b>Criteria/Service:</b>	<b>FY-94 Actual</b>	<b>FY-95 Actual</b>	<b>FY-96 Estimated</b>
Endorsed to other states LPN	442	1185	1,200
Admin. hearings & conferences with Board action	235	138	200
Staff Conferences & Supervisory Activities (disciplinary)	2,488	1,019	1,500
Name changes	1,136	1,110	1,200
Verification Letters/Duplicate licenses issued	264	340	350

\* Licenses issued for two year period.

\*\* Application may be filed during one fiscal year and Examination/Endorsement completed in the succeeding fiscal year.

<b>EXPENDITURES BY FUND</b>			
<b>Type of Fund:</b>	<b>FY-94 Actual</b>	<b>FY-95 Actual</b>	<b>FY-96 Budgeted</b>
<b>State Appropriated Funds</b>	\$0	\$0	\$0
<b>State Continuing/Revolving Funds:</b>			
200 Revolving Funds	833,691	986,977	1,147,084
<b>Federal Funds:</b>	0	0	
<b>Total Expenditures by Fund</b>	<u>\$833,691</u>	<u>\$986,977</u>	<u>\$1,147,084</u>

<b>EXPENDITURES BY OBJECT</b>			
<b>Object of Expenditure:</b>	<b>FY-94 Actual</b>	<b>FY-95 Actual</b>	<b>FY-96 Budgeted</b>
Salaries and Benefits	\$515,356	\$581,860	\$658,954
Professional Services	74,031	48,622	88,980
Travel	30,220	31,238	44,600
Lease-Purchase Expenditures	0	0	0
Equipment	53,901	174,612	119,250
Other Operating Expenses	160,183	150,645	235,300
<b>Total Expenditures by Object</b>	<u>\$833,691</u>	<u>\$986,977</u>	<u>\$1,147,084</u>

<b>EXPENDITURES BY BUDGET ACTIVITY / SUB-ACTIVITY</b>			
<b>Activity No. and Name:</b>	<b>FY-94 Actual</b>	<b>FY-95 Actual</b>	<b>FY-96 Budgeted</b>
10 General Operations	\$776,148	\$808,940	\$1,056,604
88 Data Processing	57,543	178,037	90,480
<b>Total Expenditures by Activity</b>	<u>\$833,691</u>	<u>\$986,977</u>	<u>\$1,147,084</u>

<b>FULL-TIME-EQUIVALENT EMPLOYEES (FTE) and VEHICLES</b>			
<b>Activity No. and Name:</b>	<b>FY-94 Actual</b>	<b>FY-95 Actual</b>	<b>FY-96 Budgeted</b>
10 General Operations	13.1	14.1	16.0
88 Data Processing	1.0	0.9	0.0
<b>Total FTE</b>	<u>14.1</u>	<u>15.0</u>	<u>16.0</u>
<b>Number of Vehicles</b>	<u>0</u>	<u>0</u>	<u>0</u>

## OPTOMETRY BOARD

### MISSION STATEMENT

The mission of the Optometry Board is to protect the public by regulating the practice of optometry in the State of Oklahoma through education and licensing requirements and to insure that optometrists practice optometry within the provisions of the law.

### THE BOARD

The State Board of Examiners in Optometry is the official licensing agency for the practice of optometry in the State of Oklahoma. The board consists of three members, each appointed by the Governor to serve for a period of three years. The members possess sufficient knowledge of theoretical and practical optics to practice optometry, licensed as optometrists, and are residents of this state who have been engaged in the practice of optometry for at least five years.

### DUTIES / RESPONSIBILITIES

The primary duties of the board are to prepare, administer, and determine the results of the examination given to every candidate desiring to commence the practice of optometry, issue certificates to practice optometry upon successful completion of this exam, collect annual license renewal fees, keep records of post-graduate education as required by law, conduct investigations to insure that Licensed Optometrists are practicing within the provisions of the law, investigate complaints relating to the unlawful practice of optometry, and to conduct all official business of the State Board of Examiners in Optometry.

### STATUTORY REFERENCES

Statutory Reference: Title 59, Sections 581-608 of the Oklahoma Statutes.

### PERFORMANCE CRITERIA / SERVICES PROVIDED

<b>Criteria/Service:</b>	<b>FY-94 Actual</b>	<b>FY-95 Actual</b>	<b>FY-96 Estimated</b>
Examinations	35	31	30
License renewals	607	614	635
Investigations	72	80	86

### EXPENDITURES BY FUND

<b>Type of Fund:</b>	<b>FY-94 Actual</b>	<b>FY-95 Actual</b>	<b>FY-96 Budgeted</b>
<b>State Appropriated Funds</b>	\$0	\$0	\$0
<b>State Continuing/Revolving Funds:</b>			
200 Revolving Funds	42,252	60,710	88,300
<b>Federal Funds:</b>	0	0	0
<b>Total Expenditures by Fund</b>	<u>\$42,252</u>	<u>\$60,710</u>	<u>\$88,300</u>

FY-97 EXECUTIVE BUDGET

**EXPENDITURES BY OBJECT**

<b>Object of Expenditure</b>	<b>FY-94 Actual</b>	<b>FY-95 Actual</b>	<b>FY-96 Budgeted</b>
Salaries and Benefits	\$12,475	\$16,495	\$17,200
Professional Services	14,714	27,153	47,000
Travel	6,404	7,714	15,000
Lease-Purchase Expenditures	0	0	0
Equipment	0	695	1,000
Other Operating Expenses	8,659	8,653	8,100
<b>Total Expenditures by Object</b>	<b>\$42,252</b>	<b>\$60,710</b>	<b>\$88,300</b>

**EXPENDITURES BY BUDGET ACTIVITY / SUB-ACTIVITY**

<b>Activity No. and Name</b>	<b>FY-94 Actual</b>	<b>FY-95 Actual</b>	<b>FY-96 Budgeted</b>
10 General Operations	\$42,252	\$60,710	\$88,300
<b>Total Expenditures by Activity</b>	<b>\$42,252</b>	<b>\$60,710</b>	<b>\$88,300</b>

**FULL-TIME-EQUIVALENT EMPLOYEES (FTE) and VEHICLES**

<b>Activity No. and Name</b>	<b>FY-94 Actual</b>	<b>FY-95 Actual</b>	<b>FY-96 Budgeted</b>
10 General Operations	0.8	0.9	0.9
<b>Total FTE</b>	<b>0.8</b>	<b>0.9</b>	<b>0.9</b>

<b>Number of Vehicles</b>	0	0	0
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**BOARD OF OSTEOPATHIC EXAMINERS**

**MISSION STATEMENT**

The mission of Board of the Osteopathic Examiners is to protect the public by regulating the practice of osteopathic medicine in the State of Oklahoma through education and licensing requirements and to ensure that each licensee practices osteopathic medicine within the provisions of the Osteopathic Medicine Act.

**THE BOARD**

The Board is composed of eight members appointed by the Governor, two of whom are lay persons. The remaining six examiners are licensed osteopathic physicians in good standing in this state who have been so engaged for a period of at least five years immediately prior to their appointment. All appointments are for terms of seven years.

**DUTIES/RESPONSIBILITIES**

The Board conducts examinations at least twice each year for applicants who, under existing state statutes, qualify to be licensed as Osteopathic Physicians. The Board is responsible for maintaining a register of each license issued and monitoring the professional practice of each licensee to ensure standards established by the Board and State Statutes are maintained. The Board has the responsibility of revoking or suspending a license when unprofessional conduct is proven.

**STATUTORY REFERENCES**

Statutory Reference: Title 59, Section 620 through 645, of the Oklahoma Statutes.

**PERFORMANCE CRITERIA / SERVICES PROVIDED**

<b>Criteria/Service:</b>	<b>FY-94 Actual</b>	<b>FY-95 Actual</b>	<b>FY-96 Estimated</b>
Licensed Osteopathic Physicians & Surgeons:			
In State	859	937	937
Out of State	378	381	381
New Licenses	85	75	75
Dispensing permits	177	178	178
Licenses revoked due to non-renewal	26	39	39
Discipline/Board review	12	14	
Investigation/No action	7	11	
Probation monitored	25	18	

**EXPENDITURES BY FUND**

<b>Type of Fund:</b>	<b>FY-94 Actual</b>	<b>FY-95 Actual</b>	<b>FY-96 Budgeted</b>
<b>State Appropriated Funds</b>	\$0	\$0	\$0
<b>State Continuing/Revolving Funds:</b>			
200 Revolving Fund	203,328	233,353	240,974
<b>Federal Funds:</b>	0	0	0
<b>Total Expenditures by Fund</b>	<u>\$203,328</u>	<u>\$233,353</u>	<u>\$240,974</u>

FY-97 EXECUTIVE BUDGET

<b>EXPENDITURES BY OBJECT</b>			
<b>Object of Expenditure</b>	<b>FY-94 Actual</b>	<b>FY-95 Actual</b>	<b>FY-96 Budgeted</b>
Salaries & Benefits	\$137,291	\$151,856	\$153,974
Professional services	18,290	31,564	34,300
Travel	7,419	16,251	16,000
Lease-Purchase Expenditures			
Equipment			
Payments to Local Gov't Sub-divisions	7,594	2,950	3,000
Other Operating Expenses	32,734	30,732	33,700
<b>Total Expenditures by Object</b>	<b>\$203,328</b>	<b>\$233,353</b>	<b>\$240,974</b>

<b>EXPENDITURES BY BUDGET ACTIVITY / SUB-ACTIVITY</b>			
<b>Activity No. and Name</b>	<b>FY-94 Actual</b>	<b>FY-95 Actual</b>	<b>FY-96 Budgeted</b>
10 General Operations	\$203,328	\$233,353	\$240,974
<b>Total Expenditures by Activity</b>	<b>\$203,328</b>	<b>\$233,353</b>	<b>\$240,974</b>

<b>FULL-TIME-EQUIVALENT EMPLOYEES (FTE) and VEHICLES</b>			
<b>Activity No. and Name</b>	<b>FY-94 Actual</b>	<b>FY-95 Actual</b>	<b>FY-96 Budgeted</b>
10 General Operations	3.0	4.0	4.0
<b>Total FTE</b>	<b>3.0</b>	<b>4.0</b>	<b>4.0</b>

<b>Number of Vehicles</b>	1	1	1
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# STATE BOARD OF PHARMACY

## MISSION STATEMENT

The mission of the Oklahoma Board of Pharmacy is to protect the health, safety, and welfare of the citizens of Oklahoma by regulating and enforcing the laws regarding the practice of pharmacy and the manufacturing, sales, distribution and storage of drugs, medicines, chemicals, and poisons.

## THE BOARD

The Board of Pharmacy consists of six members, five pharmacists appointed by the Governor from a list of names submitted by the Oklahoma Pharmaceutical Association and one public (lay) member. The Governor's appointments are made with the advice and consent of the Senate. Members serve for a period of five years for the pharmacist members and co-terminous with the Governor for the public (lay) member.

## DUTIES / RESPONSIBILITIES

The Board is responsible for the licensing and renewal of pharmacists, interns and technicians. The Board reviews and approves continuing education programs that pharmacists are required to complete in order to renew their license. The Board is also responsible for the licensing and renewal of retail pharmacies, non-resident pharmacies, hospital pharmacies, charitable pharmacies, wholesalers, packagers, medical gas suppliers, medical gas distributors and manufacturers that do business in the state of Oklahoma. The Board maintains approximately 9,900 registrant records.

The Board has the power and the duty to inspect all places handling prescription drugs, medicines, chemicals or poisons. There are approximately 1,700 licensed outlets in the state which are inspected by the Board at least once a year. In additions, the Board inspects all hospital drug rooms in the State to determine the method by which they dispense drugs and to assure that proper security is maintained. A report on hospital drug rooms, listing violations, is made by the Board and provided to the State Health Department.

The Board investigates complaints concerning pharmacists, technicians and interns as well as pharmacies, medical gas distributors, medical gas suppliers, packagers, manufacturers and wholesalers. The Board is charged with the enforcement of federal and state controlled dangerous substance and prescription drug laws. The Board conducts hearings on all types of registrants and has the authority to reprimand, fine, suspend or revoke licenses or permits.

## **STATUTORY REFERENCES**

Statutory Reference: Title 59, Section 353 et seq, of the Oklahoma Statutes.

<b>PERFORMANCE CRITERIA / SERVICES PROVIDED</b>			
<b>Criteria/Service:</b>	<b>FY-94 Actual</b>	<b>FY-95 Actual</b>	<b>FY-96 Estimated</b>
Pharmacist Initial Registration:			
Exam Fees (NABPLEX)	78	97	90
Reciprocity	60	46	45
Score Transfer	24	30	28
Annual Licenses, Permits, and Renewals:			
Pharmacists Renewal	3,942	4,016	3,960
Pharmacy Technician Permit	1,002	1,741	1,500
Hospital Pharmacies	95	94	94
Charitable Pharmacies	2	4	4
Non-resident Pharmacies	N/A	77	70
Retail Pharmacies	995	990	985
Drug Supplier Permit	362	360	358

FY-97 EXECUTIVE BUDGET

Parenteral Permit	92	90	88
Manufacturers Permit	109	107	100
Medical Gas Suppliers	92	99	92
Medical Gas Distributors	64	65	64
Packagers Permit	8	10	8
Wholesalers Permit	313	349	313
Practical Experience Licenses/Certificates:			
Intern License	215	209	200
Preceptor Certificate	153	121	80
Preceptor 3-YR Renewal	1,151	0	0
Training Area Certificates	71	67	38
Training Area 3-Yr Renewal	488	0	0
Public Access, Open Records:			
Facilities Comp Address List	1	1.5	1
Pharmacy Comp Address List	10	3.4	2
Pharmacist Comp Address List	2	4.25	2
Notices of Rulemaking AF	9	6	5
Photo Copies	663	370	300
Miscellaneous:			
Certification of Grades	59	58	58
Duplicate Certificates	9	6	6
Pharmacy Lawbook	611	318	170
Reinstatement Fees	20	10	10
Initial Inspections Fee	166	157	98
Fines	17	20	15
Duplicate Lost/Destroyed License	32	45	37
Late Fee, 2 X Renewal/License/Permit:	108	108	50
Practical Experience Licenses/Certificates:			
Intern License	215	209	200
Preceptor Certificate	153	121	80
Preceptor 3-YR Renewal	1,151	0	0
Training Area Certificates	71	67	38
Training Area 3-Yr Renewal	488	0	0
Public Access, Open Records:			
Facilities Comp Address List	1	1.5	1
Pharmacy Comp Address List	10	3.4	2
Pharmacist Comp Address List	2	4.25	2
Notices of Rulemaking AF	9	6	5
Photo Copies	663	370	300
Miscellaneous:			
Certification of Grades	59	58	58
Duplicate Certificates	9	6	6
Pharmacy Lawbook	611	318	170
Reinstatement Fees	20	10	10
Initial Inspections Fee	166	157	98
Fines:	17	20	15
Duplicate Lost/Destroyed License	32	45	37
Late Fee, 2 X Renewal/License/Permit:	108	108	50
Inspections:			
Retail	1,891	1285	1325
Hospital	247	140	145
Charitable	4	4	5
Drug room (formerly Hospital Non-retail)	38	75	75
Medical Gas Suppliers	13	123	135
Medical Gas Distributors	8	100	150

FY-97 EXECUTIVE BUDGET

Wholesale	322	47	55
Packagers	10	4	5
Manufacturers	2	3	5
New or change of licensure	155	157	155
Violations:			
Investigations	159	187	200
Corrections (formerly violations, mostly minor)	804	431	500
Warning notices	10	14	25
Prosecutions	16	12	15
State, federal, or other charges filed	2	2	5
Suspensions		9	10
Revocations		2	3
Contacts/Questions:			
Government	403	671	730
Public	882	809	950
Professional	1,960	3,087	3,250
Miscellaneous:			
Government Assists	31	35	40
Audits Conducted (formerly federal/state audits)	5	13	25
Drug Destructions and Seizures*:	42	49	60

\* Most drugs are now destroyed by OSBI as authorized by Title 63 O.S. Section 2-315. The majority of the destructions or seizures by this agency occur when non-licensed persons (family of a deceased pharmacist/owner, landlord, etc.) come into possession of dangerous and controlled drugs.

Physicians or Clinic samples are seized and destroyed when found being illegally dispensed or in a retail pharmacy. This accounts for a small percent of the seizures and destructions. Outdated drugs are sometimes surrendered for destructions.

**EXPENDITURES BY FUND**

Type of Fund	FY-94 Actual	FY-95 Actual	FY-96 Budgeted
<b>State Appropriated Funds:</b>	\$0	\$0	\$0
<b>State Continuing/Revolving Funds:</b>			
200 Revolving Funds	413,733	407,789	585,261
<b>Federal Funds:</b>	0	0	0
<b>Total Expenditures by Fund:</b>	<u>\$413,733</u>	<u>\$407,789</u>	<u>\$585,261</u>

**EXPENDITURES BY OBJECT**

Object of Expenditure	FY-94 Actual	FY-95 Actual	FY-96 Budgeted
Salaries and Benefits	\$276,021	\$282,683	\$304,970
Professional Services	7,880	12,793	16,164
Travel	26,818	55,533	77,509
Lease-Purchase Expenditures	0	0	0
Equipment (FY-94 Settlement on equip included)	32,060	13,207	71,000
Rent	19,349	20,080	22,000
Other-Inter-Agcy Admin Exp	32,079	7,803	14,700
Other Operating Expenses	<u>19,526</u>	<u>15,690</u>	<u>78,918</u>
<b>Total Expenditures by Object</b>	<u>\$413,733</u>	<u>\$407,789</u>	<u>\$585,261</u>

FY-97 EXECUTIVE BUDGET

<b>EXPENDITURES BY BUDGET ACTIVITY / SUB-ACTIVITY</b>			
<b>Activity No. and Name</b>	<b>FY-94 Actual</b>	<b>FY-95 Actual</b>	<b>FY-96 Budgeted</b>
10 General Operations	\$400,646	\$392,898	\$514,161
88 Data Processing	13,087	14,891	71,100
<b>Total Expenditures by Activity</b>	<b>\$413,733</b>	<b>\$407,789</b>	<b>\$585,261</b>

<b>FULL-TIME-EQUIVALENT EMPLOYEES (FTE) and VEHICLES</b>			
<b>Activity No. and Name</b>	<b>FY-94 Actual</b>	<b>FY-95 Actual</b>	<b>FY-96 Budgeted</b>
10 General Operations	8.0	8.0	8.0
<b>Total FTE</b>	<b>8.0</b>	<b>8.0</b>	<b>8.0</b>

<b>Number of Vehicles</b>	4	5	5
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## PSYCHOLOGISTS BOARD

### MISSION STATEMENT

The mission of the Board of Psychologists is to protect the public by regulating the practice of psychology in the State of Oklahoma to insure that only properly qualified psychologists practice psychology in the state and that the psychology profession as a whole is conducted in the public's best interest.

### THE BOARD

The State Board of Examiners of Psychologists is the official licensing agency for the practice of psychology in the State of Oklahoma. The Board consists of seven members, five psychologists from various areas in psychology and two lay persons, each appointed by the Governor to serve for a period of four years.

### DUTIES / RESPONSIBILITIES

The primary duties of the Board are as follows: to regulate the practice of psychology in this state to protect the public; examine and issue licenses pursuant to the provisions of the Psychologists Licensing Act to qualified applicants; continue in effect, suspend, revoke, modify, or deny a license; investigate complaints and hold hearings pursuant to the Act; adopt and promulgate standards of professional conduct for psychologists and other rules and regulations; publish a directory; furnish information to the public; collect dues; and exercise all incidental powers and duties necessary to effectuate the provisions of the Act.

### STATUTORY REFERENCES

Statutory Reference: Title 59, Section 1351, et seq, of the Oklahoma Statutes.

### PERFORMANCE CRITERIA / SERVICES PROVIDED

<b>Criteria/Service:</b>	<b>FY-94 Actual</b>	<b>FY-95 Budgeted</b>	<b>FY-96 Estimated</b>
National examinations given	27	27	27
Oral examinations given	30	22	25
Total new licenses	20	24	27
Total psychologists on active status	456	464	470
Formal citizens' complaints received	25	23	25
Action taken against psychologists	3	5	7

### EXPENDITURES BY FUND

<b>Type of Fund:</b>	<b>FY-94 Actual</b>	<b>FY-95 Actual</b>	<b>FY-96 Budgeted</b>
<b>State Appropriated Funds</b>	\$0	\$0	\$0
<b>State Continuing/Revolving Funds:</b>			
200 Psychologists Licensing Revolving Fund	65,868	84,781	108,530
88 Data Processing	0	0	1,500
<b>Federal Funds:</b>	0	0	0
<b>Total Expenditures by Fund</b>	<u>\$65,868</u>	<u>\$84,781</u>	<u>\$110,030</u>

FY-97 EXECUTIVE BUDGET

<b>EXPENDITURES BY OBJECT</b>			
<b>Object of Expenditure</b>	<b>FY-94 Actual</b>	<b>FY-95 Actual</b>	<b>FY-96 Budgeted</b>
Salaries and Benefits	\$38,851	\$56,723	\$60,932
Professional Services	651	952	648
Travel	7,713	8,632	10,000
Lease-Purchase Expenditures	0		0
Equipment	1,990	1,185	1,000
Payments to Local Gov't Sub-divisions	4,145	5,101	18,000
Other office expense	569	910	750
Other Operating Expenses	11,949	11,278	18,700
<b>Total Expenditures by Object</b>	<b>\$65,868</b>	<b>\$84,781</b>	<b>\$110,030</b>

<b>EXPENDITURES BY BUDGET ACTIVITY / SUB-ACTIVITY</b>			
<b>Activity No. and Name</b>	<b>FY-94 Actual</b>	<b>FY-95 Actual</b>	<b>FY-96 Budgeted</b>
10 General Operations	\$65,868	\$84,781	\$110,030
88 Data Processing	0	0	0
<b>Total Expenditures by Activity</b>	<b>\$65,868</b>	<b>\$84,781</b>	<b>\$110,030</b>

<b>FULL-TIME-EQUIVALENT EMPLOYEES (FTE) and VEHICLES</b>			
<b>Activity No. and Name</b>	<b>FY-94 Actual</b>	<b>FY-95 Actual</b>	<b>FY-96 Budgeted</b>
10 General Operations	1.0	1.6	2.0
<b>Total FTE</b>	<b>1.0</b>	<b>1.6</b>	<b>2.0</b>

<b>Number of Vehicles</b>	0	0	0
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**BOARD OF VETERINARY MEDICAL EXAMINERS**

**MISSION STATEMENT**

The mission of the Board of Veterinary Medical Examiners is to regulate the practice of veterinary medicine by the licensure of veterinarians and animal technicians and investigation of complaints to ensure that licensed veterinarians are practicing within the provisions of the law.

**THE BOARD**

The Board consists of five members who are graduates of schools of veterinary medicine and for the last three years, active licensed veterinarians. Members are appointed by the Governor with the advice and consent of the Senate for terms of five years.

**DUTIES / RESPONSIBILITIES**

The State Board of Examiners in Veterinary Medicine is the official licensing agency for the practice of veterinary medicine in the State of Oklahoma.

The primary duties of the Board are as follows: to prepare, administer and determine the results of the examination given to candidates desiring to commence the practice of veterinary medicine; to issue certificates to practice veterinary medicine upon successful completion of this exam; to collect annual license renewal fees; to conduct investigations to insure that licensed veterinarians are practicing within the provisions of the law; to investigate complaints relating to the unlawful practice of veterinary medicine; and to carry out the official business of the State Board of Examiners of Veterinary Medicine.

**STATUTORY REFERENCES**

Statutory Reference: Title 59, Sections 698.1 through 698.28, of the Oklahoma Statutes.

**PERFORMANCE CRITERIA/SERVICES PROVIDED**

<b>Criteria/Service:</b>	<b>FY-94 Actual</b>	<b>FY-95 Actual</b>	<b>FY-96 Budgeted</b>
<b>VETERINARIANS:</b>			
Licensing examinations given	298	282	290
New Veterinary Licenses issued	60	54	58
Veterinary license renewals	1,399	1,457	1,511
Currently licensed Veterinarians (in-state and out-of-state)	1,459	1,574	1,628
<b>VETERINARY TECHNICIANS:</b>			
Certification Examinations given	23	7	10
New Veterinary Technician Certifications issued	8	6	9
Veterinary Technician Certification Renewals	67	99	108
Currently certified Veterinary Technicians (in-state and out-of-state)	75	99	108

FY-97 EXECUTIVE BUDGET

<b>EXPENDITURES BY FUND</b>			
<b>Type of Fund:</b>	<b>FY-94 Actual</b>	<b>FY-95 Actual</b>	<b>FY-96 Budgeted</b>
<b>State Appropriated Funds</b>	\$0	\$0	\$0
<b>State Continuing/Revolving Funds:</b>			
200 Revolving	185,988	197,553	228,297
88 Data Processing	0	2,680	2,000
<b>Federal Funds</b>	0	0	0
<b>Total Expenditures by Fund</b>	<u>\$185,988</u>	<u>\$200,233</u>	<u>\$230,297</u>

<b>EXPENDITURES BY OBJECT</b>			
<b>Object of Expenditure</b>	<b>FY-94 Actual</b>	<b>FY-95 Actual</b>	<b>FY-96 Budgeted</b>
Salaries and Benefits	\$95,734	\$98,575	\$107,158
Professional Services	22,379	31,690	32,072
Travel	15,399	16,025	22,648
Lease-Purchase Expenditures	0	0	0
Equipment	7,200	2,684	5,725
Other Operating Expenses	45,276	51,259	62,694
<b>Total Expenditures by Object</b>	<u>\$185,988</u>	<u>\$200,233</u>	<u>\$230,297</u>

<b>EXPENDITURES BY BUDGET ACTIVITY / SUB-ACTIVITY</b>			
<b>Activity No. and Name</b>	<b>FY-94 Actual</b>	<b>FY-95 Actual</b>	<b>FY-96 Budgeted</b>
10 General Operations	\$185,988	\$197,553	\$228,297
88 Data Processing	0	2,680	0
<b>Total Expenditures by Activity</b>	<u>\$185,988</u>	<u>\$200,233</u>	<u>\$228,297</u>

<b>FULL-TIME-EQUIVALENT EMPLOYEES (FTE) and VEHICLES</b>			
<b>Activity No. and Name</b>	<b>FY-94 Actual</b>	<b>FY-95 Actual</b>	<b>FY-96 Budgeted</b>
10 General Operations	3.8	4.0	4.0
<b>Total FTE</b>	<u>3.8</u>	<u>4.0</u>	<u>4.0</u>
<b>Number of Vehicles</b>	0	0	0

## OKLAHOMA ACCOUNTANCY BOARD

### MISSION STATEMENT

The mission of the Board is to safeguard the public welfare by prescribing and assessing the qualifications of and regulating the professional conduct of individual registrants, partnerships and professional corporations authorized to engage in the practice of public accounting in the State of Oklahoma.

### THE BOARD

The Oklahoma Accountancy Board is composed of seven members who are appointed by the Governor and confirmed by the State Senate. One member shall be a disinterested public accountant, one shall be a certified public accountant, and five shall be lay public member. The term of office of each accountant member is five years and the lay member is coterminous with the Governor. Vacancies are filled by Gubernatorial appointment for the remainder of the term of office.

### DUTIES / RESPONSIBILITIES

The seven-member board is charged with administration of the Oklahoma Accountancy Act for the protection of the public through the promulgation of rules and enforcement of the statute. The principal responsibilities of the agency are to:

1. Determine the eligibility of applicants to sit for the uniform certified public accountant and public accountant examination and conduct the examination;
2. Register and oversee the professional practices of CPAs, PAs, partnerships and professional corporations engaged in the practice of public accounting;
3. Administer the statutory continuing education requirement for registrants delivering services to the public;
4. Conduct investigations and hold formal hearings to deal with violations of the statute and the Oklahoma Administrative Code;
5. Establish standards for satisfactory quality or peer review programs, and
6. Initiate the prosecution of unregistered violators.

### STATUTORY REFERENCES

Title 59, Section 15.1 through 15.37 of the Oklahoma Statutes

### PERFORMANCE CRITERIA / SERVICES PROVIDED

Criteria/Service:	FY-94	FY-95	FY-96
	Actual	Actual	Budgeted
Board meeting/hearing days	12	12	12
Examination applications approved: CPA's	1,945	1,835	1,910
Public Accountants	0	0	0
Examination applications disapproved: CPA's	53	45	40
Applicants examined: CPA's	1,704	1,498	1,700
Public Accountants	0	0	0
Applications to transfer examination credits	12	4	5
Applications for reciprocity	60	59	60
Applications for reinstatement	33	10	10
Annual registrations processed *	7,913	6,081	6,485
Continuing education reports processed:			
Certified Public Accountants *	5,669	5,186	4,398
Public Accountants *	146	131	120
Permits to practice issued *	6,494	6,015	5,063
Revocations by the Board, voluntary cancellation of CPA certificates, PA licenses and firm registrations	292	125	75
Suspensions of CPA certificates & PA licenses	1	1	0

FY-97 EXECUTIVE BUDGET

Investigations opened/complaints received	43	34	40
Hearings Held	6	4	
Registered Auditors List	0	48	50

\* The timing of the registration and permit renewal cycle was changed in FY-93. These figures represent processing of registration and permits in July, 1992 and then again in May and June,

<b>EXPENDITURES BY FUND</b>			
<b>Type of Fund:</b>	<b>FY-94 Actual</b>	<b>FY-95 Actual</b>	<b>FY-96 Budgeted</b>
<b>State Appropriated Funds</b>	\$0	\$0	\$0
<b>State Continuing/Revolving Funds:</b>			
200 Revolving	538,009	599,114	793,551
<b>Federal Funds:</b>	0	0	0
<b>Total Expenditures by Fund</b>	<u>\$538,009</u>	<u>\$599,114</u>	<u>\$793,551</u>

<b>EXPENDITURES BY OBJECT</b>			
<b>Object of Expenditure:</b>	<b>FY-94 Actual</b>	<b>FY-95 Actual</b>	<b>FY-96 Budgeted</b>
Salaries and Benefits	\$207,290	\$218,039	\$249,013
Professional Services	55,384	46,851	112,250
Travel	20,895	13,625	34,000
Lease-Purchase Expenditures	0	0	0
Equipment	6,181	29,271	45,000
Payment to Local Govt. Sub-divisions	0	0	0
Other: Purchase of Exams	106,126	136,992	120,000
Other Operating Expenses	<u>142,133</u>	<u>154,336</u>	<u>233,288</u>
<b>Total Expenditures by Object</b>	<u>\$538,009</u>	<u>\$599,114</u>	<u>\$793,551</u>

<b>EXPENDITURES BY BUDGET ACTIVITY / SUB-ACTIVITY</b>			
<b>Activity No. and Name:</b>	<b>FY-94 Actual</b>	<b>FY-95 Actual</b>	<b>FY-96 Budgeted</b>
10 General Administration	\$499,224	\$540,045	\$691,444
88 Data Processing	<u>38,785</u>	<u>59,069</u>	<u>102,107</u>
<b>Total Expenditures by Activity</b>	<u>\$538,009</u>	<u>\$599,114</u>	<u>\$793,551</u>

<b>FULL-TIME-EQUIVALENT EMPLOYEES (FTE) and VEHICLES</b>			
<b>Activity No. and Name</b>	<b>FY-94 Actual</b>	<b>FY-95 Actual</b>	<b>FY-96 Budgeted</b>
10 General Administration	5.0	5.0	5.0
88 Data Processing	<u>1.0</u>	<u>1.0</u>	<u>1.0</u>
<b>Total FTE</b>	<u>6.0</u>	<u>6.0</u>	<u>6.0</u>

<b>Number of Vehicles</b>	0	0	0
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# BOARD OF GOVERNORS OF LICENSED ARCHITECTS AND LANDSCAPE ARCHITECTS

## MISSION STATEMENT

The mission of the Board is to protect the life safety and welfare of the people of the State of Oklahoma , by administering the State Architectural Act which provides that all persons and firms practicing or offering to practice architecture or landscape architecture in this State submit evidence that he, she or the entity is qualified to practice and is licensed.

## THE BOARD

The Board is composed of nine (9) members, including six (6) persons who are licensed to practice and are actively engaged in the practice of architecture in this state or are a teaching professor of architecture, two (2) persons who are licensed landscape architects and one lay member. The lay member of the Board is appointed by the Governor to a term coterminous with that of the Governor. The term of office of each architect and landscape architect member is five years.

## DUTIES / RESPONSIBILITIES

The principal responsibilities of the Board are:

- a. To prescribe rules and regulations and make such orders as it may deem necessary in the performance of its duties;
- b. To prepare, conduct and grade examinations of persons who apply for registration and determine the satisfactory passing score on such examinations;
- c. To determine eligibility for licenses and certificates of authority;
- d. To issue licenses to persons who have passed examinations;
- e. To issue certificates of authority to firms qualifying to practice these professions;
- f. To regulate the issuing of reciprocal licenses;
- g. To suspend, revoke or refuse to renew licenses previously issued, upon good cause or failure to renew the license; and to reinstate said licenses upon proper showing;
- h. To initiate disciplinary, prosecutorial and injunctive proceedings against any person or entity who violates any of the provisions of the State Architectural Act or any rule or regulation of the Board promulgated pursuant to the Act;
- i. To investigate alleged violations of the State Architectural Act or of the rules and regulations, orders or final decisions of the Board;
- j. To promulgate rules of conduct governing the practice of licensed architects and landscape architects;
- k. To keep accurate and complete records of its proceedings, certify the same as may be appropriate;
- l. To levy civil penalties against any person or entity who violates the provisions of the State Architectural Act or any rule or regulation promulgated thereto;
- m. To take such other action as may be reasonably necessary or appropriate to effectuate the State Architectural Act;

## STATUTORY REFERENCES

Title 59, Section 46.1 et seq. of the Oklahoma Statutes

<b>PERFORMANCE CRITERIA / SERVICES PROVIDED</b>			
<b>Criteria/Service:</b>	<b>FY-94 Actual</b>	<b>FY-95 Actual</b>	<b>FY-96 Estimated</b>
Number of registered architects	1,749	1,891	2,030
Number of registered landscape architects	117	122	113
New licenses issued:			
By examination			
Architects	24	29	25
Landscape Architects	3	0	1

FY-97 EXECUTIVE BUDGET

By reciprocity			
Architects	91	105	104
Landscape Architects	1	3	1
Exam Administrations	3	3	3
Candidates given examinations:			
Architects	99	107	104
Landscape Architects	9	11	8
Interns	58	37	46
Certificates of Authority for firm practice			
Active	533	584	650
Denials	0	120	125
Revocations	4	353	418
Inactive licenses			
Inactive	164	149	178
Deceased	10	12	6
Suspended	0	2	16

**EXPENDITURES BY FUND**

Type of Fund:	FY-94 Actual	FY-95 Actual	FY-96 Budgeted
<b>State Appropriated Funds</b>	\$0	\$0	\$0
<b>State Continuing/Revolving Funds:</b>			
200 Revolving Fund	166,728	191,744	319,066
<b>Federal Funds:</b>	0	0	0
<b>Total Expenditures by Fund</b>	<u>\$166,728</u>	<u>\$191,744</u>	<u>\$319,066</u>

**EXPENDITURES BY OBJECT**

Object of Expenditure	FY-94 Actual	FY-95 Actual	FY-96 Budgeted
Salaries and Benefits	\$88,744	\$99,090	\$110,906
Professional Services	7,759	12,917	78,828
Travel	10,134	12,745	21,300
Lease-Purchase Expenditures	0	0	0
Equipment	6,701	226	9,645
Other Operating Expenses	53,390	66,766	98,387
<b>Total Expenditures by Object</b>	<u>\$166,728</u>	<u>\$191,744</u>	<u>\$319,066</u>

**EXPENDITURES BY BUDGET ACTIVITY / SUB-ACTIVITY**

Activity No. and Name	FY-94 Actual	FY-95 Actual	FY-96 Budgeted
10 General Operations	\$159,228	\$185,834	\$301,721
88 Data Processing	7,500	5,910	17,345
<b>Total Expenditures by Activity</b>	<u>\$166,728</u>	<u>\$191,744</u>	<u>\$319,066</u>

**CAPITAL OUTLAY and SPECIAL PROJECTS**

Activity No. and Name	FY-94 Actual	FY-95 Actual	FY-96 Budgeted
200 Revolving Fund	5,124	1,000	0
<b>Total</b>	<u>\$5,124</u>	<u>\$1,000</u>	<u>\$0</u>

FY-97 EXECUTIVE BUDGET

<b>FULL-TIME-EQUIVALENT EMPLOYEES (FTE) and VEHICLES</b>			
<b>Activity No. and Name</b>	<b>FY-94 Actual</b>	<b>FY-95 Actual</b>	<b>FY-96 Budgeted</b>
10 General Operations	3.1	2.4	3.1
<b>Total FTE</b>	<b>3.1</b>	<b>2.4</b>	<b>3.1</b>
<b>Number of Vehicles</b>	0	0	0

# STATE BANKING DEPARTMENT

## MISSION STATEMENT

The mission of the State Banking Department is to preserve and promote sound, constructive competition among financial services and to help ensure the security of deposits through the promulgation of rules and regulations governing the banking industry in the State of Oklahoma and by promoting diversity in financial products and services.

## THE BOARDS

### Banking Board

The Banking Board consists of six (6) members including the Commissioner who is appointed by the Governor with the consent of the Senate. The Commissioner serves as the chairman and only votes in case of a tie on any question. Other than the Commissioner, four members of the Board are active officers of state banks or trust companies, and no one is an officer or director of a national bank. One member is a citizen of Oklahoma who has not been in the past or become during his service on the Board an officer or stockholder in any banking institution. The term of each Board member other than the Commissioner is six (6) years.

### State Credit Union Board

The State Credit Union Board consists of five members appointed by the Governor. The State Bank Commissioner is a member presiding as Chairman of the State Credit Union Board. One of the other four members is a member of a credit union organized under the laws of this state, and each of the other three members are an officer in charge of operations or a director of a credit union organized under the laws of this state; however, one of those three may be from a federal credit union. The term of each appointed Board member other than the Commissioner is four years.

## DUTIES / RESPONSIBILITIES

The Department has the responsibility of supervising all State-chartered banks, savings and loan associations, credit unions, trust companies, perpetual care cemeteries and cemetery merchandise permittee's with respect to activities covered by statutes and regulations, including safe operating practices and soundness of the institutions. Basic information is obtained through the examination process. The department processes applications for charters, extended facilities, branches, together with all amendments to such institutions' articles of incorporation (i.e., change in name, location, capitalization, corporate powers).

## STATUTORY REFERENCES

Article XIV Okla. Constitution and Title 6, Sec 101 et seq.; Title 8, Sec 9 et seq. of the Oklahoma Statutes.

## PERFORMANCE CRITERIA / SERVICES PROVIDED

<b>Criteria/Service:</b>	<b>FY-94 Actual</b>	<b>FY-95 Actual</b>	<b>FY-96 Estimated</b>
Banks:			
Number Subject to Departmental Oversight	230	224	224
Examinations Performed/Completed	105	124	125
Saving and Loan Associations:			
Number Subject to Departmental Oversight	6	6	6
Examinations Performed/Completed	5	5	6
Credit Unions:			
Number Subject to Departmental Oversight	35	32	32

FY-97 EXECUTIVE BUDGET

Examinations Performed/Completed	31	31	32
* During FY-95, 1 credit union converted to a federal charter, 1 merged with a federal credit union, and 1 merged with another state credit union.			
Trust Companies:			
Number Subject to Departmental Oversight	9	9	9
Examinations Performed/Completed	3	7	9
Perpetual Care Cemeteries/Cemetery Merchandise Permitees			
Number Subject to Departmental Oversight	40	39	39
Examinations Performed/Completed	8	13	20
Money Order Companies:			
Number Subject to Departmental Oversight	14	13	13
Examinations Performed/Completed	1	4	10

<b>EXPENDITURES BY FUND</b>			
<b>Type of Fund:</b>	<b>FY-94 Actual</b>	<b>FY-95 Actual</b>	<b>FY-96 Budgeted</b>
<b>State Appropriated Funds</b>	\$2,253,396	\$2,370,214	\$2,196,379
<b>State Continuing / Revolving Funds</b>			
200 Revolving Fund	66,681	162,503	308,000
205 Cemetery Merchandise Trust Act R.F.	10,647	2,586	44,046
210 Bank Examination R.F.	26,860	2,000	102,818
<b>Federal Funds:</b>	0		
<b>Total Expenditures by Fund</b>	<b>\$2,357,584</b>	<b>\$2,537,303</b>	<b>\$2,651,243</b>

<b>CAPITAL OUTLAY and SPECIAL PROJECTS</b>			
200 Revolving Fund	117,163	2,032	0
210 Bank Examination Revolving Fund	0	4,221	0
<b>Total Capital Outlay Expenditures</b>	<b>\$117,163</b>	<b>\$6,253</b>	<b>\$0</b>

<b>EXPENDITURES BY OBJECT</b>			
<b>Object of Expenditure</b>	<b>FY-94 Actual</b>	<b>FY-95 Actual</b>	<b>FY-96 Budgeted</b>
Salaries and Benefits	\$1,918,958	\$2,095,960	\$2,132,603
Professional Services	6,105	7,915	75,000
Travel	257,127	278,156	282,200
Equipment	16,016	21,368	40,000
Other Operating Expenses	159,378	133,904	121,440
<b>Total Expenditures by Object</b>	<b>\$2,357,584</b>	<b>\$2,537,303</b>	<b>\$2,651,243</b>

<b>EXPENDITURES BY BUDGET ACTIVITY / SUB-ACTIVITY</b>			
<b>Activity No. and Name</b>	<b>FY-94 Actual</b>	<b>FY-95 Actual</b>	<b>FY-96 Budgeted</b>
10 General Operations	\$2,358,077	\$2,537,303	
/00001 General Operations/Admin.		\$0	\$666,828
/00088 Data Processing	\$5,501		
/88000 Data Processing			\$2,000
20 Examinations			
/00002 Banks			\$1,719,559
/00003 Credit Unions			\$158,810
/00004 Cemeteries			\$44,046
/00005 Money Orders			\$60,000
88 Data Processing	(5,994)		
<b>Total Expenditures by Activity</b>	<b>\$2,357,584</b>	<b>\$2,537,303</b>	<b>\$2,651,243</b>

FY-97 EXECUTIVE BUDGET

<b>FULL-TIME-EQUIVALENT EMPLOYEES (FTE) and VEHICLES</b>			
<b>Activity No. and Name</b>	<b>FY-94 Actual</b>	<b>FY-95 Actual</b>	<b>FY-96 Budgeted</b>
10 General Operations	41.2	41.3	43.0
88 Data Processing	0.0	0.0	0.0
<b>Total FTE</b>	<b>41.2</b>	<b>41.3</b>	<b>43.0</b>
<b>Number of Vehicles</b>	<b>2</b>	<b>2</b>	<b>2</b>

**OKLAHOMA CAPITOL IMPROVEMENT AUTHORITY**

**MISSION STATEMENT**

The mission of the Oklahoma Capitol Improvement Authority is to provide office space for state agencies by acquiring, equipping, contracting and operating buildings, when so directed by the Legislature, in the most proper, efficient and cost effective manner possible.

**DUTIES / RESPONSIBILITIES**

The Oklahoma Capitol Improvement Authority was established in 1959 by the 27th Legislature of the State of Oklahoma for the purpose of the construction, equipping, operation and maintenance of state buildings. The Authority consists of seven members: the Governor (Chairman), the Lieutenant Governor (Vice Chairman), the State Treasurer, the Director of the Department of Central Services, the Director of the Department of Human Services, the Vice Chairman of the Oklahoma Tax Commission and the Director of the Oklahoma Department of Tourism and Recreation. The Authority is authorized to acquire land for, and to erect, equip, operate and maintain a building or buildings for the use of State and/or Federal agencies and departments when so designated and directed by the Legislature of the State of Oklahoma. To finance such acquisition and construction, the Authority has been directed on various occasions by the Legislature to issue revenue bonds. The proceeds of these bonds have been used specifically for the construction and equipping of office buildings and other state facilities.

**STATUTORY REFERENCES**

Title 73, Section 151 et seq. of the Oklahoma Statutes.

**EXPENDITURES BY FUND**

Type of Fund:	FY-94 Actual	FY-95 Actual	FY-96 Budgeted
<b>State Appropriated Funds (a)</b>	\$155,856	\$143,867	\$143,867
<b>State Continuing/Revolving Funds:</b>			
410 State Capitol Office Bldg. Oper. Fund	3,216,734	0	0
413 OCIA 94A Revenue Fund	1,016,120	5,705,623	5,700,068
415 Op Fund State Office Bldgs Tulsa	1,775,512	0	0
420 Const. and Operating Fund Okmulgee	547,055	651,500	955,307
430 Library for Blind construction Fund	386,715	433,505	406,900
440 Operating and Maintenance Fund	0	6,131,357	5,939,949
445 OCIA 1994B Construction Fund	0	210,000	0
450 OCIA 1994B Revenue Fund		1,100,000	1,886,257
Total Revolving Fund Expenditures	\$6,942,135	\$14,231,985	\$14,888,481
<b>Federal Funds:</b>	0	0	
<b>Total Expenditures by Fund</b>	<u>\$7,097,991</u>	<u>\$14,375,852</u>	<u>\$15,032,348</u>

**CAPITAL OUTLAY and SPECIAL PROJECTS**

Activity No. and Name	FY-94 Actual	FY-95 Actual	FY-96 Budgeted
445 OCIA 1994B Construction Fund	\$0	\$729,465	\$0
<b>Total Capital Outlay Expenditures</b>	<u>\$0</u>	<u>\$729,465</u>	<u>\$0</u>

FY-97 EXECUTIVE BUDGET

<b>EXPENDITURES BY OBJECT</b>			
<b>Object of Expenditure</b>	<b>FY-94 Actual</b>	<b>FY-95 Actual</b>	<b>FY-96 Budgeted</b>
Salaries and Benefits	\$0	\$0	\$0
Professional Services	10,422	93,628	1,199,948
Travel	0	0	3,000
Lease-Purchase Expenditures	0	0	0
Equipment	26,584	614,000	53,000
Other Operating Expenses	7,060,984	13,668,224	13,776,400
<b>Total Expenditures by Object</b>	<b>\$7,097,991</b>	<b>\$14,375,852</b>	<b>\$15,032,348</b>

<b>EXPENDITURES BY BUDGET ACTIVITY / SUB-ACTIVITY</b>			
<b>Activity No. and Name</b>	<b>FY-94 Actual</b>	<b>FY-95 Actual</b>	<b>FY-96 Budgeted</b>
10 Oklahoma City State Buildings	\$3,372,589	\$4,376,406	\$4,436,843
15 Tulsa Office Buildings	1,775,512	1,898,818	1,646,973
20 Okmulgeee County Rehabilitation Center	547,055	651,500	955,307
30 Library for the Blind	386,715	433,505	406,900
40 Office Bldgs-93 Statewide Bond	1,016,120	5,705,623	5,700,068
50 Lease Revenue Bonds	0	1,310,000	1,886,257
<b>Total Expenditures by Activity</b>	<b>\$7,097,991</b>	<b>\$14,375,852</b>	<b>\$15,032,348</b>

<b>FULL-TIME-EQUIVALENT EMPLOYEES (FTE) and VEHICLES</b>			
<b>Activity No. and Name</b>	<b>FY-94 Actual</b>	<b>FY-95 Actual</b>	<b>FY-96 Budgeted</b>

Agency Administrative Functions are the responsibility of the Department of Central Services.

<b>Total FTE</b>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>
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<b>Number of Vehicles</b>	0	0	0
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# COMMISSION ON CONSUMER CREDIT

## MISSION STATEMENT

The mission of the Commission on Consumer Credit is to further consumer understanding of the terms of credit transactions; protect consumer buyers, lessees and borrowers against unfair practices; permit and encourage the development of fair and economically sound consumer credit practices, and implement the Uniform Consumer Credit Code in the State of Oklahoma.

## THE COMMISSION

The Commission on Consumer Credit consists of eight members appointed by the Governor with the consent of the Senate. Five of those members are at-large members. The three additional members are appointed as follows: one member is recommended by the Oklahoma Consumer Finance Association, one from the Independent Finance Institute and one from the Oklahoma Pawnbrokers Association. The State Banking Commissioner is a non-voting ninth member of the Commission. The term of each member is five years from the date of his appointment and qualification. Members of the Commission are eligible for reappointment. No more than three members at-large of the Commission are to be of the same political party. No more than two of the additional members are to be of the same political party.

## DUTIES / RESPONSIBILITIES

The Department of Consumer Credit is charged with the responsibility of administering the Uniform Consumer Credit Code, which includes provisions with respect to maximum charges, rate ceilings, disclosure requirements, enforcement rights, contract terms, advertising requirements and administration control. That responsibility includes investigation and licensing of creditors designated as Supervised Lenders, and regulation through filing of notice by non-lender extenders of credit. The Commission also has investigation and licensing duties under the Pawnshop Act, Precious Metal and Gem Dealers Act, Credit Services Organization Act, Health Spa Act and Rental-Purchase Lessor Act. The Commission conducts annual examinations of the customer records of those businesses licensed as Supervised Lenders, Pawnbrokers, Credit Service Organizations and Rental-Purchase Lessors. The Commission collects funds from investigation and license fees, examinations and notification filings.

## STATUTORY REFERENCES

Title 14A et seq; Title 24, Section 131-146; Title 59, Sec. 1501-1515, 1521-1531, 1950-1957 and 2000-2012 of the Oklahoma Statutes.

## PERFORMANCE CRITERIA / SERVICES PROVIDED

<b>Criteria/Service:</b>	<b>FY-94 Actual</b>	<b>FY-95 Actual</b>	<b>FY-96 Estimated</b>
Supervised Lenders			
Licenses issued	1036	1120	1135
Percent of licensees examined	91%	81%	82%
Non-lender Creditors			
Number of filings	5537	5420	5600
Pawnbrokers			
Licenses issued	523	539	556
Percent of licensees examined	98%	87%	88%
Precious Metal & Gem Dealers			
Licenses issued	41	31	37
Number of employees licensed	23	16	19

FY-97 EXECUTIVE BUDGET

Credit Service Organizations			
Licenses issued	78	64	60
Percent of licensees examined	43%	48%	67%
Rent-to-Purchase Lessors			
Licenses issued	171	183	185
Percent of licensees examined	100%	87%	87%
Health Spas			
Licenses issued	73	69	69
Consumer Complaints Settled	1152	361	500
\$ Recovered for Consumer	\$146,236	\$32,166	\$50,000

**EXPENDITURES BY FUND**

<b>Type of Fund:</b>	<b>FY-94 Actual</b>	<b>FY-95 Actual</b>	<b>FY-96 Budgeted</b>
<b>State Appropriated Funds</b>	\$628,150	\$645,588	\$662,013
<b>State Continuing / Revolving Funds:</b>			
200 Consumer Credit Investment Fund	\$439	\$2,363	\$15,000
210 Health Spa Revolving Fund	<u>797</u>	<u>1,208</u>	<u>16,000</u>
<b>Total of Revolving Funds</b>	\$1,236	\$3,571	\$31,000
<b>Federal Funds:</b>	<u>0</u>	<u>0</u>	<u>0</u>
<b>Total Expenditures by Fund</b>	<u>\$629,386</u>	<u>\$649,159</u>	<u>\$693,013</u>

**EXPENDITURES BY OBJECT**

<b>Object of Expenditure</b>	<b>FY-94 Actual</b>	<b>FY-95 Actual</b>	<b>FY-96 Budgeted</b>
Salaries and Benefits	\$483,577	\$499,851	\$522,112
Professional Services	30,996	22,899	23,695
Travel	34,893	33,252	55,000
Lease-Purchase	0	0	0
Equipment	8,950	22,970	13,078
Other Operating Expenses	<u>70,970</u>	<u>70,187</u>	<u>79,128</u>
<b>Total Expenditures by Object</b>	<u>\$629,386</u>	<u>\$649,159</u>	<u>\$693,013</u>

**EXPENDITURES BY BUDGET ACTIVITY / SUB-ACTIVITY**

<b>Activity No. and Name</b>	<b>FY-94 Actual</b>	<b>FY-95 Actual</b>	<b>FY-96 Budgeted</b>
10 General Operations	\$628,947	\$646,796	\$643,013
88 Data Processing	<u>439</u>	<u>2,363</u>	<u>50,000</u>
<b>Total Expenditures by Activity</b>	<u>\$629,386</u>	<u>\$649,159</u>	<u>\$693,013</u>

**FULL-TIME-EQUIVALENT EMPLOYEES (FTE) and VEHICLES**

<b>Activity No. and Name</b>	<b>FY-94 Actual</b>	<b>FY-95 Actual</b>	<b>FY-96 Budgeted</b>
10 General Operations	<u>14.0</u>	<u>14.0</u>	<u>14.0</u>
<b>Total FTE</b>	<u>14.0</u>	<u>14.0</u>	<u>14.0</u>
<b>Number of Vehicles</b>	<u>0</u>	<u>0</u>	<u>0</u>

## COSMETOLOGY BOARD

### MISSION STATEMENT

The mission of the Board is to: safeguard and protect the health and general welfare of the people of the state of Oklahoma by enforcing all statutes and regulations necessary as relate to standards of sanitation and safety which shall in state beauty schools and shops; mediating in areas of consumer complaint and alleged violation of cosmetology laws and rules; promoting state socioeconomic goals relating to the industry; and by serving as a resource base regarding products, techniques and trends affecting cosmetologists and consumers of service.

### THE BOARD

The State Board of Cosmetology is composed of nine members, each appointed to a four year term, by the Governor. Six members are appointed from each of the state's Congressional Districts and shall be actively engaged in the cosmetology profession while serving on the Board. Three members are appointed at large. Of these three members, one is a lay person, one is an administrator of a licensed privately owned beauty school and one administrator of a state public school which is licensed to teach cosmetology.

### DUTIES / RESPONSIBILITIES

The Board of Cosmetology is responsible for establishing standards of training, testing and licensing pertaining to sanitation and safety procedures and a healthy environment in the states beauty shops and schools. The board has the authority to make and enforce all reasonable rules pertaining to cosmetology licensees and cosmetology establishments in the state. The board is required to conduct examinations no less than six times each year for license examination applicants. The board has the authority to revoke or suspend licenses/registrations (after full hearing) for violation of the Cosmetology Act and/or rules established by the board. The board has the authority to charge and collect fees established by statute and to expend 90% of such fees to support all board operations. The board deposits 10% of gross income to the states general fund. The board is accountable and shall provide an annual report of income and expenditures to the State Auditor and to the Governor.

### STATUTORY REFERENCES

Title 59, Section 199.1 et seq, of the Oklahoma Statutes

### PERFORMANCE CRITERIA / SERVICES PROVIDED

<b>Criteria/Service:</b>	<b>FY-94 Actual</b>	<b>FY-95 Actual</b>	<b>FY-96 Estimated</b>
Student registrations	4,570	4,256	4,000
Examination registrations	2,602	2,419	2,202
Number of inspections	7,267	7,678	7,770
Number of investigations	20	30	30
Number of licensed shop/schools	5,445	5,365	5,450
<b>LICENSES ISSUED</b>			
Operator license	21,218	21,076	20,676
Advanced operator license	991	959	926
Instructor license	1,231	1,275	1,275
Demonstrator license	625	620	555
Manicure license	2,451	2,522	2,522
Reciprocity operator license	657	650	650
<b>LICENSES ISSUED (cont'd)</b>			
Duplicate license	2,277	2,354	2,400
Facial Operator	230	240	226
Nail initial/Renewal	89	137	137

FY-97 EXECUTIVE BUDGET

Shop renewal license	4,666	4,462	4,262
Initial shop license	506	582	582
Cosmetic studio license	93	102	106
Schools - new and renewal license	75	75	75
<b>COMPLAINTS</b>			
Filed	15		
Dismissed	3		
Conciliated	12		

**EXPENDITURES BY FUND**

Type of Fund:	FY-94 Actual	FY-95 Actual	FY-96 Budgeted
<b>State Appropriated Funds</b>	\$0	\$0	\$0
<b>State Continuing/Revolving Funds:</b>			
200 Revolving Fund	491,368	473,590	593,425
<b>Federal Funds</b>	0	0	0
<b>Total Expenditures by Fund</b>	<u>\$491,368</u>	<u>\$473,590</u>	<u>\$593,425</u>

**EXPENDITURES BY OBJECT**

Object of Expenditure	FY-94 Actual	FY-95 Actual	FY-96 Budgeted
Salaries and Benefits	\$324,563	\$310,362	\$342,212
Professional Services	100	3,200	3,000
Travel	55,492	49,100	54,000
Lease-Purchase Expenditures	7,846	0	0
Equipment	9,085	27,086	61,500
Other Operating Expenses	94,282	83,842	132,713
<b>Total Expenditures by Object</b>	<u>\$491,368</u>	<u>\$473,590</u>	<u>\$593,425</u>

**EXPENDITURES BY BUDGET ACTIVITY / SUB-ACTIVITY**

Activity No. and Name	FY-94 Actual	FY-95 Actual	FY-96 Budgeted
10 General Operations	\$454,275	\$416,203	\$546,727
88 Data Processing	37,093	57,387	46,698
<b>Total Expenditures by Activity</b>	<u>\$491,368</u>	<u>\$473,590</u>	<u>\$593,425</u>

**FULL-TIME-EQUIVALENT EMPLOYEES (FTE) and VEHICLES**

Activity No. and Name	FY-94 Actual	FY-95 Actual	FY-96 Budgeted
10 General Operations	11.9	12	12.0
88 Data Processing	1.0	1.0	1.0
<b>Total FTE</b>	<u>12.9</u>	<u>13</u>	<u>13</u>
<b>Number of Vehicles</b>	<u>0</u>	<u>0</u>	<u>0</u>

## DEPARTMENT OF CENTRAL SERVICES

### MISSION STATEMENT

To deliver the greatest value in quality, cost saving goods and services to governmental entities and citizens of the state.

### DUTIES / RESPONSIBILITIES

The Department of Central Services provides the following support services to state agencies and other governmental entities and these services include:

- . Removing asbestos from schools and state facilities.
- . Operating state buildings.
- . Providing printing services for state agencies.
- . Oversight of public construction contracts.
- . Energy conservation.
- . Distributing mail to state agencies.
- . Administering the state's self insurance program
- . Distributing state and federal surplus property.
- . Maintenance and management of state vehicles.
- . Acquiring goods and services for state agencies.
- . Assisting minority businesses in receiving state contracts.

#### ADMINISTRATIVE SERVICES

1. Procurement of supplies, materials, equipment and services for state agencies.
2. Provision of office space to State agencies including rental and lease contracts.
3. Utility, maintenance, repair, modification and janitorial services for state-owned buildings in the Capitol complex, Tulsa and Ada.
4. Leasing of state-owned lands for mineral, agricultural or other purposes.
5. Delivery of inter-agency mail.
6. Sale of unneeded state-owned real property.
7. Maintenance and administrative responsibilities for buildings under the control of the Oklahoma Capitol Improvement Authority.
8. Risk management administration to manage tort liability and property damage risks for the state and certain other entities.
9. Comprehensive property insurance program.

#### TECHNICAL SERVICES

1. Architectural, engineering and construction support and oversight of State buildings.
2. Printing and binding services for agency publications.
3. Motor Pool transportation services for all agencies.
4. Asbestos abatement in state-owned and school buildings.

#### SPECIAL PURPOSE SERVICE

1. Santa Claus Commission. The Department of Central Services receives annual appropriations and administratively supports the Commission.
2. Public Employees Relations Board.
3. Capitol-Medical Center Improvement Zoning Commission. Director of Central Services or his designee is ex officio Chairman of the Commission.
4. Surplus Property (Federal and State) acquisition and distribution.
5. Oklahoma Capitol Improvement Authority.
6. Oversight of special energy projects.
7. Administrative support for State Bond Advisor.

FY-97 EXECUTIVE BUDGET

**STATUTORY REFERENCES**

Title 74, Section 85.35; Title 80, Section 34.6; Title 61, Section 208.2; Title 74, Section 75; Title 60, Section 385; Title 74, Section 111 and 581; Title 74, Section 76 C; Title 74, Section 85.36; Title 74, Section 63.1; Title 47, Section 159.9; HB 1193, OSL 1991; Title 47, Section 1143.1; Title 74, Section 85.34 B; Title 61, Section 106-107; Title 74, Section 85.33; Title 63, Section 2768; Title 62, Section 7.5; Title 62, Section 695.8 A; Title 74, Section 4101- 4108 and Title 60, Section 389.50; Title 62, Section 41.8; Title 74, Section 581; Title 62, Section 7.6; Title 74, Section 85.9A; Title 74, Section 63.2; Enrolled Senate Bill 539, FY-93. 74 OS, Section 61.6; 74 OS, Section 63; 74 OS Section 85.1 et seq.; 61 OS, Section 204; 74 OS, Section 74; 74 OS, Sections 130.1 to 130.24; 80 OS, Section 34.3; 74 OS, Section 111; 47 OS, Section 159.1; 74 OS, Section 85.34;

**PERFORMANCE CRITERIA / SERVICES PROVIDED**

<b>Criteria/Service:</b>	<b>FY-94 Actual</b>	<b>FY-95 Actual</b>	<b>FY-96 Estimated</b>
<b>INTERAGENCY MAIL</b>			
Mail/parcels delivered	850,401	509,518	510,000
Mail processed - metered	392,003	632,873	1,021,230
Agencies served	142	158	160
<b>PROPERTY DISTRIBUTION</b>			
Donees	1,824	1,936	2,000
Value of Donated Federal Property (Cumulative)	* \$32,271,870	\$7,700,757	\$10,000,000
*Govt Acquisition Cost			
<b>CENTRAL PRINTING</b>			
Completed projects for agencies	4,961	5,476	5,476
Xerox copies (millions)	4.2	6.2	6.5
<b>CONSTRUCTION AND PROPERTIES DIVISION</b>			
Const. contracts executed/processed	486	502	502
Arch. contracts executed/processed	46	45	45
Construction inspection trips	300	350	350
<b>MOTOR POOL</b>			
Agencies Served	149	153	159
Passenger Vehicles	598	647	672
Total mileage driven (millions)	9.6	10.0	10.4
<b>CENTRAL PURCHASING</b>			
Requisitions processed	64,259	71,684	79,084
Purchase Orders processed	66,829	73,058	80,500
Vendors on file receiving bids	8,500	8,500	9,000
Agencies using Central Purchasing	255	255	255
Change Orders Processed	31,802	33,156	35,100

**EXPENDITURES BY FUND**

<b>Type of Fund:</b>	<b>FY-94 Actual</b>	<b>FY-95 Actual</b>	<b>FY-96 Budgeted</b>
<b>Operations Expenditures:</b>			
<b>State Appropriated Funds</b>			
11X Public Building Fund	\$747,333	\$1,118,274	963,157
18X General Revenue			98,789
19X General Revenue	5,477,855	6,007,054	5,459,934
<b>State Continuing/Revolving Funds:</b>			
205 Property & Casualty Revolving Fund	\$4,508,733	\$6,332,110	\$8,587,330
210 State Surplus Property Revolving Fund	653,852	723,849	797,516
215 State Construction Revolving Fund	189,246	195,755	305,562
220 Capitol Cafeteria Revolving Fund	2,301		
222 Santa Claus Commission Rev. Fund	22,559	13,163	17,227
225 Severely Handicapped Rev. Fund	112	13,410	43,026
230 Oklahoma Print Shop Fund	1,816,014	1,316,932	1,475,000
231 Postal Service Revolving Fund	49,362	301,642	419,956

FY-97 EXECUTIVE BUDGET

235 Motor Vehicle Liability Rev. Fund	1,306,439	27,255	
240 Asbestos Abatement Revolving Fund	866,652	450,684	399,054
245 Building and Facility Revolving Fund	6,952,706	6,603,810	6,576,676
250 State Motor Pool Fund	2,827,125	3,507,446	3,620,145
251 Alternative Fuels Tech. Certification Fund	25,899	16,487	44,240
255 Motor License Agent Indemnity Fund	68,510	62,082	222,766
260 Risk Mgmt. Participation Rev. Fund	291,733	221,492	532,386
261 Risk Mgmt. Elderly & Handicapped	2,818	159	3,150
265 Bid Document & Bond Forfeiture Fund	20,994	5,617	18,412
270 Regist. of State Vendors Rev. Fund	40,276	112,302	176,996
275 State Recycling Revolving Fund	27,707	19,831	37,500
285 Bond Oversight Revolving Fund			29,665
292 Donations and Contributions Fund	36,000	4,000	
410 State Capitol Office Bldg. Oper. Fund	3,216,734	407,819	275,000
413 OCIA 94A Revenue Fund	1,016,120	6,236,409	5,700,068
415 Op Fund State Office Bldgs Tulsa	1,775,512	229,029	
420 Const. and Operating Fund Okmulgee	547,055	562,629	642,836
430 Library for Blind construction Fund	386,715	382,352	406,900
440 Operating and Maintenance Fund	0	4,477,962	5,904,949
443 Interagency Reimbursement Fund	373,468	239,223	
445 OCIA 1994B Construction Fund		357,857	
445 Payroll Transfer Fund	719,008	1,091,226	1,020,206
450 OCIA 1994B Revenue Fund		1,099,083	1,886,257
495 Surplus Property Sale Fund (CMIA)	0	47,275	33,687
<b>Total Revolving Fund Expenditures</b>	<b>\$22,391,819</b>	<b>\$41,676,344</b>	<b>\$41,736,931</b>
<b>Federal Funds:</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Expenditures by Fund</b>	<b>\$28,617,007</b>	<b>\$48,801,672</b>	<b>\$48,258,811</b>

**CAPITAL OUTLAY and SPECIAL PROJECTS**

<b>Fund No. and Name</b>	<b>FY-94 Actual</b>	<b>FY-95 Actual</b>	<b>FY-96 Budgeted</b>
130 St. Bldg. Bonds of 92 Series A	\$689,376	\$1,107,003	\$0
190 General Revenue Fund	824	10,400	0
205 Risk Mgmt. Revolving Fund	0	0	2,000,000
251 Alt. Fuels Technician Cert.	0	608	0
292 Donations & Contributions Fund	8,023	42,733	0
426 Oil Settlement Fund-Stripper	318,154	553,132	0
<b>Total Capital Outlay Expenditures</b>	<b>\$1,016,377</b>	<b>\$1,713,876</b>	<b>\$2,000,000</b>

**EXPENDITURES BY OBJECT**

<b>Object of Expenditure</b>	<b>FY-94 Actual</b>	<b>FY-95 Actual</b>	<b>FY-96 Budgeted</b>
Salaries and Benefits	\$12,919,366	\$10,795,126	\$11,094,328
Professional Services	681,207	1,998,888	2,045,045
Travel	180,706	169,593	189,467
Lease-Purchase Expenditures	71,025	77,382	66,982
Equipment	1,402,686	2,486,470	2,058,569
Pymts to Local Gov't Sub-divisions	4,542	28,518	0
Other Operating Expenses	18,709,306	26,628,241	30,243,999
<b>Total Expenditures by Object</b>	<b>\$33,968,838</b>	<b>\$42,184,218</b>	<b>\$45,698,390</b>

FY-97 EXECUTIVE BUDGET

<b>EXPENDITURES BY BUDGET ACTIVITY / SUB-ACTIVITY</b>			
<b>Activity No. and Name</b>	<b>FY-94 Actual</b>	<b>FY-95 Actual</b>	<b>FY-96 Budgeted</b>
1 General Operations	\$14,417,343	\$786,870	
1 Administration/General	\$0	\$646,044	644,044
2 Core Services	0	14,109,298	14,614,565
4 Public Employees Relations Board	45,982	49,286	53,943
5 Santa Claus Commission	22,559	13,163	17,227
6 Capitol Medical Zoning Commission	186,492	28,246	47,163
11 State Bond Advisor	207,776	227,324	235,649
12 OK Basic Health Benefits Bd.	186,044	90,313	
20 Cafeteria	2,301		
21 Property Distribution	647,162	723,849	797,516
23 Central Printing	1,813,207	1,314,452	1,475,000
25 State Motor Pool	2,844,420	3,528,136	3,643,545
26 Alternative Fuels	71,858	67,197	94,556
40 Building Management	219,550		
50 Risk Management	6,206,154	6,673,033	9,390,305
10 OKC State Buildings	3,372,589	3,848,413	4,416,843
15 Tulsa State Buildings	1,775,512	1,440,264	1,631,973
20 Okmulgee County Rehabilitation	547,055	562,629	642,836
30 Library for the Blind	386,715	382,352	406,900
40 Office Bldgs-93 Statewide Bond	1,016,120	6,236,409	5,700,068
50 Lease Revenue Bonds Series-94B	0	1,456,940	1,886,257
<b>Total Expenditures by Activity</b>	<b>\$33,968,838</b>	<b>\$42,184,218</b>	<b>\$45,698,390</b>

<b>FULL-TIME-EQUIVALENT EMPLOYEES (FTE) and VEHICLES</b>			
<b>Activity No. and Name</b>	<b>FY-94 Actual</b>	<b>FY-95 Actual</b>	<b>FY-96 Budgeted</b>
01 General Operations	277.3		
01 Administration/General		10.1	10.0
02 Core Services		248.8	253.0
04 Public Employees Relations Bd.	1.0	1.0	1.0
05 Santa Claus Commission		0.1	0.0
06 Capitol Medical Zoning Comm	1.0	1.0	0.9
11 State Bond Advisor	2.8	3.0	3.0
12 OK Basic Health Benefits Bd	1.3	1.6	0.0
21 Property Distribution	10.9	7.5	8.0
23 Central Printing	18.8	17.9	20.0
25 Motor Pool/Fleet	18.8	20.7	21.0
26 Alternative Fuels Program	1.0	1.0	1.0
50 Risk Management	11.2	10.3	11.0
<b>Total FTE</b>	<b>344.1</b>	<b>323.0</b>	<b>328.9</b>
<b>Number of Vehicles</b>	<b>646</b>	<b>646</b>	<b>646</b>

**STATE ELECTION BOARD**

**MISSION STATEMENT**

The mission of the Oklahoma State Election Board is to achieve and maintain uniformity in the application, operation and interpretation of the state and federal election laws with a maximum degree of correctness, impartiality and efficiency; to promote and encourage the citizens of the State of Oklahoma to register to vote and participate in all elections by providing educational programs to raise citizen awareness about voting privileges and about the services available to them.

**THE BOARD**

The State Election Board was established under the Constitution of 1907. Board members are appointed to four year terms by the Governor, with the advice and consent of the Senate, from a list of ten nominees recommended by the State committee of the political party with the largest number of registered voters, and a list of five nominees recommended by the State committee of the political party with the second largest number of registered voters. Two members are appointed from the party with the largest number of registered voters and one member is appointed from the party with the second largest number of registered voters. The Secretary of the Senate serves as Secretary of the Board.

**DUTIES / RESPONSIBILITIES**

The State Election Board functions under the laws enacted by the Legislature as the administrative agency for the conduct of state elections, and the conduct of County Election Boards. Specific functions are: accepts filings for all state, judicial, district attorney, U.S. Senate and Congressional offices; prints and distributes state and federal ballots to each county along with other election supplies; promulgates rules and regulations for the conduct and administration of elections.

**STATUTORY REFERENCES**

Title 26, Section 1-101 et seq. of the Oklahoma Statutes.

**PERFORMANCE CRITERIA / SERVICES PROVIDED**

<b>Criteria/Service:</b>	<b>FY-94 Actual</b>	<b>FY-95 Actual</b>	<b>FY-96 Estimated</b>
<b>STATEWIDE ELECTIONS</b>			
<b>STYLE OF ELECTIONS (Conducted in 77 Counties):</b>			
Presidential Preferential Primary			
Primary	x		x
Runoff Primary	x		x
General	x		x
Special	x		
<b>CANDIDATES FILING:</b>			
Presidential Preferential Primary			10
Statewide Elections		665	
Special Elections	18		
<b>SPECIAL COUNTY ELECTIONS</b>	28	32	30
<b>SCHOOL ELECTIONS</b>			
Annual Election	581	581	581
Annual Runoff	71	60	60
Special	159	140	140
<b>MUNICIPAL ELECTIONS</b>			
General		273	
Home Rule			
Special	94	80	80
<b>OTHER SPECIAL DISTRICT ELECTIONS</b>	<u>1</u>	<u>5</u>	<u>5</u>
<b>TOTAL</b>	934	1,836	916

FY-97 EXECUTIVE BUDGET

**OTHER SERVICES**

**STATE VOTER REGISTRATION**

Registration Transactions	303,450	500,000	500,000
Total Registered Voters	1,994,838	2,100,000	2,100,000

**VOTER INFORMATION REQUEST SYSTEM (VIRS)**

Inquiries	90	100	100
Orders	22	25	25

**VOTER PARTICIPATION ENHANCEMENT**

Educational Programs Conducted	8	9	9
Media Promotions Conducted			
Replies to Individual Information Requests	1,750	1,750	1,750

**EXPENDITURE BY FUND**

Type of Fund	FY-94 Actual	FY-95 Actual	FY-96 Budgeted
<b>State Appropriated Funds</b>	\$6,205,392	8,716,241	6,173,349
Carryover			2,867,114
<b>State Continuing/Revolving Funds:</b>			
200 Revolving Fund	68,545	47,229	125,000
<b>Federal Funds</b>	0	0	0
<b>Total Expenditures by Fund</b>	<u>\$6,273,937</u>	<u>\$8,763,470</u>	<u>\$9,165,463</u>

**EXPENDITURES BY OBJECT**

Object of Expenditure	FY-94 Actual	FY-95 Actual	FY-96 Budgeted
Salaries and Benefits	\$870,931	\$976,747	\$1,214,903
Professional Services	245,405	839,649	256,000
Travel	41,704	32,379	73,346
Lease-Purchase Expenditures	2,125,188	2,172,536	2,178,222
Equipment	29,842	79,874	305,675
Payments to Local Gov't. Subdivisions	2,067,890	2,735,135	2,367,542
OEMS Debt Service			
Other Operating Expenses	892,977	1,927,150	2,769,775
<b>Total Expenditures by Object</b>	<u>\$6,273,937</u>	<u>\$8,763,470</u>	<u>\$9,165,463</u>

**EXPENDITURES BY BUDGET ACTIVITY / SUB-ACTIVITY**

Activity No. and Name	FY-94 Actual	FY-95 Actual	FY-96 Budgeted
01 Administration			
00002 Administration	\$1,012,197	\$1,179,971	\$1,556,911
00003 County Election Boards	1,642,421	1,726,221	1,927,412
00004 Data Processing	689,462	620,140	1,402,921
10 Election		2,166,849	2,171,934
00002 Election Cost			
00004 Data Processing	742,413	2,322,298	1,461,608
20 Voter Education/Refunds		700,762	
30 Election Management System	68,545	47,229	125,000
00001 Debt Service			
00002 Administration	2,118,899		519,677
<b>Total Expenditures by Activity</b>	<u>\$6,273,937</u>	<u>\$8,763,470</u>	<u>\$9,165,463</u>

FY-97 EXECUTIVE BUDGET

<b>FULL-TIME-EQUIVALENT EMPLOYEES (FTE) and VEHICLES</b>			
<b>Activity No. and Name</b>	<b>FY-94 Actual</b>	<b>FY-95 Actual</b>	<b>FY-96 Budgeted</b>
01 Administration	23.4	26.2	33
00002 Administration			
00003 Board Members/ Comm.			
00004 Data Processing			
10 Election			
00002 Election Cost	0.1		
30 Election Management System			
00002 Administration	0.0		
<b>Total FTE</b>	<u>23.5</u>	<u>26.2</u>	<u>33.0</u>
<b>Number of Vehicles</b>	0	0	0

# PROFESSIONAL ENGINEERS AND LAND SURVEYORS BOARD

## MISSION STATEMENT

The State Board of Registration for Professional Engineers and Land Surveyors is charged with the responsibility for safeguarding life, health and property as affected by the practice of Professional Engineering and Land Surveying. To facilitate the prosecution of persons found in violation of established rules.

## THE BOARD

The Board consists of four registered Professional Engineers and two registered Land Surveyors at least one of whom is not an engineer, appointed by the Governor, with the advice and consent of the State Senate, and one member who serves at the pleasure of the Governor and who is neither a registered Professional Engineer nor a registered Land Surveyor. The Board will continue until July 1, 1998 in accordance with the Oklahoma Sunset Law. On the expiration of the term of any member, except the lay member, the Governor will appoint for a term of six years a professional engineer or land surveyor having the required qualifications.

## DUTIES / RESPONSIBILITIES

The principal duties and powers of the Board are:

- (a) To receive, process and investigate all applications for registration of engineers, engineers-in-training, land surveyors, land surveyors interns, corporate certificates of authority, temporary permits by non-residents engineers and reinstatement of revoked certificates of professional engineers, engineers-in-training land surveyors, land surveyor interns and corporations.
- (b) To examine applicants and issue licenses as provided by law, upon cause shown as provided by the Professional Engineers and Land Surveyors Act to suspend or revoke licenses previously issued and upon proper showing reinstate them.
- (c) To adopt and promulgate rules of professional conduct for Professional Engineers and Land Surveyors which shall be made known to each registrant and applicant for registration under the Act.
- (d) To investigate all inquiries and complaints concerning violations of the Act. To conduct hearings of alleged violations, to subpoena witnesses and compel their attendance, require the submission of books, papers, documents or other pertinent data, to apply to a court of competent jurisdiction for relief by injunction in cases of civil procedure to enforce the provisions of the Act.

## STATUTORY REFERENCES

Statutory Reference: Title 59, (O.S. Supp. 1992) Section 475.1 Et.Seq. of the Oklahoma Statutes

## PERFORMANCE CRITERIA / SERVICES PROVIDED

<b>Criteria/Service:</b>	<b>FY-94 Actual</b>	<b>FY-95 Actual</b>	<b>FY-96 Estimated</b>
<b>APPLICATIONS PROCESSED</b>			
Professional Engineers	530	644	493
Engineer Interns	513	587	510
Land Surveyors	38	26	26
Land Surveyor Interns	2	6	7
Certificates of Authorization	475	203	100
Temporary Permits	24	27	27
<b>REGISTRATIONS</b>			
Professional Engineers	352	374	374
Engineer Interns	272	401	401
Land Surveyors	18	17	17
Land Surveyor Interns	0	3	3
Certificates of Authorization	410	221	221
Temporary Permits	24	27	27
<b>RENEWALS</b>			
Professional Engineers	4384	4399	3750

FY-97 EXECUTIVE BUDGET

Engineer Interns	1359	542	1192
Land Surveyors	412	368	320
Land Surveyor Interns	5	4	5
Certificates of Authorization	507	1243	300
<b>REINSTATEMENTS</b>			
Professional Engineers	272	357	357
Engineer Interns	30	204	204
Land Surveyors	21	26	26
Certificates of Authorization	87	37	37

<b>EXPENDITURES BY FUND</b>			
<b>Type of Fund:</b>	<b>FY-94 Actual</b>	<b>FY-95 Actual</b>	<b>FY-96 Budgeted</b>
<b>State Appropriated Funds</b>	\$0	\$0	\$0
<b>State Continuing/Revolving Funds:</b>			
200 PE & Land Surveyors	412,182	473,147	537,551
<b>Federal Funds</b>	0	0	0
<b>Total Expenditures by Fund</b>	<u>\$412,182</u>	<u>\$473,147</u>	<u>\$537,551</u>

<b>EXPENDITURES BY OBJECT</b>			
<b>Object of Expenditure</b>	<b>FY-94 Actual</b>	<b>FY-95 Actual</b>	<b>FY-96 Budgeted</b>
Salaries & Benefits	\$238,492	\$166,948	\$193,556
Professional services	51,581	51,758	93,208
Travel	32,049	22,870	49,000
Lease-Purchase Expenditures	0	0	0
Equipment	2,469	8,295	32,027
Payments to Local Gov't Sub-divisions	0	0	0
Examinations	38,340	43,175	50,000
Other Operating Expenses	49,251	93,499	119,760
OUTSTANDING COMPUTER CONTRACT	0	86,602	0
<b>Total Expenditures by Object</b>	<u>\$412,182</u>	<u>\$473,147</u>	<u>\$537,551</u>

<b>EXPENDITURES BY BUDGET ACTIVITY / SUB-ACTIVITY</b>			
<b>Activity No. and Name</b>	<b>FY-94 Actual</b>	<b>FY-95 Actual</b>	<b>FY-96 Budgeted</b>
10 GENERAL OPERATIONS	\$379,406	\$349,204	\$443,970
88 DATA PROCESSING	32,776	123,943	93,581
<b>Total Expenditures by Activity</b>	<u>\$412,182</u>	<u>\$473,147</u>	<u>\$537,551</u>

<b>FULL-TIME-EQUIVALENT EMPLOYEES (FTE) and VEHICLES</b>			
<b>Activity No. and Name</b>	<b>FY-94 Actual</b>	<b>FY-95 Actual</b>	<b>FY-96 Budgeted</b>
10 General Operations	5.4	5.4	5.4
88 Data Processing	1.0	1.0	1.0
<b>Total FTE</b>	<u>6.4</u>	<u>6.4</u>	<u>6.4</u>
<b>Number of Vehicles</b>	0	0	0

# PROFESSIONAL ENGINEERS AND LAND SURVEYORS BOARD

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## DUTIES / RESPONSIBILITIES

The principal duties and powers of the Board are:

- (a) To receive, process and investigate all applications for registration of engineers, engineers-in-training, land surveyors, land surveyors interns, corporate certificates of authority, temporary permits by non-residents engineers and reinstatement of revoked certificates of professional engineers, engineers-in-training land surveyors, land surveyor interns and corporations.
- (b) To examine applicants and issue licenses as provided by law, upon cause shown as provided by the Professional Engineers and Land Surveyors Act to suspend or revoke licenses previously issued and upon proper showing reinstate them.
- (c) To adopt and promulgate rules of professional conduct for Professional Engineers and Land Surveyors which shall be made known to each registrant and applicant for registration under the Act.
- (d) To investigate all inquiries and complaints concerning violations of the Act. To conduct hearings of alleged violations, to subpoena witnesses and compel their attendance, require the submission of books, papers, documents or other pertinent data, to apply to a court of competent jurisdiction for relief by injunction in cases of civil procedure to enforce the provisions of the Act.

## STATUTORY REFERENCES

Statutory Reference: Title 59, (O.S. Supp. 1992) Section 475.1 Et.Seq. of the Oklahoma Statutes

<b>PERFORMANCE CRITERIA / SERVICES PROVIDED</b>	<b>FY-94</b>	<b>FY-95</b>	<b>FY-96</b>
<b>Criteria/Service:</b>	<b>Actual</b>	<b>Actual</b>	<b>Estimated</b>
<b>APPLICATIONS PROCESSED</b>			
Professional Engineers	530	644	493
Engineer Interns	513	587	510
Land Surveyors	38	26	26
Land Surveyor Interns	2	6	7
Certificates of Authorization	475	203	100
Temporary Permits	24	27	27
<b>REGISTRATIONS</b>			
Professional Engineers	352	374	374
Engineer Interns	272	401	401
Land Surveyors	18	17	17
Land Surveyor Interns	0	3	3
Certificates of Authorization	410	221	221
Temporary Permits	24	27	27
<b>RENEWALS</b>			
Professional Engineers	4384	4399	3750

FY-97 EXECUTIVE BUDGET

Engineer Interns	1359	542	1192
Land Surveyors	412	368	320
Land Surveyor Interns	5	4	5
Certificates of Authorization	507	1243	300
<b>REINSTATEMENTS</b>			
Professional Engineers	272	357	357
Engineer Interns	30	204	204
Land Surveyors	21	26	26
Certificates of Authorization	87	37	37

**EXPENDITURES BY FUND**

Type of Fund:	FY-94 Actual	FY-95 Actual	FY-96 Budgeted
<b>State Appropriated Funds</b>	\$0	\$0	\$0
<b>State Continuing/Revolving Funds:</b>			
200 PE & Land Surveyors	412,182	473,147	537,551
<b>Federal Funds</b>	0	0	0
<b>Total Expenditures by Fund</b>	<u>\$412,182</u>	<u>\$473,147</u>	<u>\$537,551</u>

**EXPENDITURES BY OBJECT**

Object of Expenditure	FY-94 Actual	FY-95 Actual	FY-96 Budgeted
Salaries & Benefits	\$238,492	\$166,948	\$193,556
Professional services	51,581	51,758	93,208
Travel	32,049	22,870	49,000
Lease-Purchase Expenditures	0	0	0
Equipment	2,469	8,295	32,027
Payments to Local Gov't Sub-divisions	0	0	0
Examinations	38,340	43,175	50,000
Other Operating Expenses	49,251	93,499	119,760
OUTSTANDING COMPUTER CONTRACT	0	86,602	0
<b>Total Expenditures by Object</b>	<u>\$412,182</u>	<u>\$473,147</u>	<u>\$537,551</u>

**EXPENDITURES BY BUDGET ACTIVITY / SUB-ACTIVITY**

Activity No. and Name	FY-94 Actual	FY-95 Actual	FY-96 Budgeted
10 GENERAL OPERATIONS	\$379,406	\$349,204	\$443,970
88 DATA PROCESSING	32,776	123,943	93,581
<b>Total Expenditures by Activity</b>	<u>\$412,182</u>	<u>\$473,147</u>	<u>\$537,551</u>

**FULL-TIME-EQUIVALENT EMPLOYEES (FTE) and VEHICLES**

Activity No. and Name	FY-94 Actual	FY-95 Actual	FY-96 Budgeted
10 General Operations	5.4	5.4	5.4
88 Data Processing	1.0	1.0	1.0
<b>Total FTE</b>	<u>6.4</u>	<u>6.4</u>	<u>6.4</u>
<b>Number of Vehicles</b>	0	0	0

**ETHICS COMMISSION**

**MISSION STATEMENT**

The mission of the Ethics Commission is to provide assistance in and monitor the disclosure of campaign financing of state and county candidates; the official conduct, political activity, and disclosure of personal financial interests of state officers and employees; and the disclosure of lobbying activity. The Commission promulgates ethics rules for the conduct of campaigns for elective state office and campaigns for initiatives and referenda, for the official conduct of state officers and employees, and provides for civil penalties for violation of the rules; investigates, and when it deems appropriate, prosecutes violations of the rules; enforces ethics laws as prescribed by law; and responds to questions seeking an interpretation of both ethics rules and laws.

**THE COMMISSION**

This Commission consists of five (5) members who serve for five years as follows:

- One member appointed by the Governor.
- One member appointed by the President Pro Tempore.
- One member appointed by the Speaker of the House of Representatives.
- One member appointed by the Attorney General.
- One member appointed by the Chief Justice of the Supreme Court.

**DUTIES / RESPONSIBILITIES**

The Ethics Commission serves as the official repository for personal financial disclosure and campaign registration and reporting requirements for state and county candidates and committees supporting or opposing them, lobbyist registration and reporting requirements, reports of anything of value received, and other documents filed by campaign committees, state officers, state employees, lobbyists and other persons. It distributes forms, conducts random reviews of reports, makes registrations and reports available to the public, holds hearings and subpoenas records, conducts investigations, prosecutes violations per civil proceedings in district court, enters into settlement agreements, educates the public and persons within its jurisdiction, promulgates constitutional rules and issues an annual report on its activities of the preceding year.

**STATUTORY REFERENCES**

- Title 51, Sections 301 through 325 of the Oklahoma Statutes. Article XXIX of the Oklahoma Constitution
- Title 74, Sections 4249 through 4258
- Title 74, Chapter 62, Appendix, Section 257:1-1-1 et seq. of the Rules of the Ethics Commission

**PERFORMANCE CRITERIA / SERVICES PROVIDED**

<b>Criteria/Service:</b>	<b>FY-94 Actual</b>	<b>FY-95 Actual</b>	<b>FY-96 Estimated</b>
<b>CAMPAIGN CONTRIBUTIONS &amp; EXPENDITURE REPORTS</b>			
State and County Candidates	285	12,086	1,000
Special Election Candidates	104	6	100
Political Action Committees	1,750	2,803	1,075
Related Correspondence	1,087	14,361	2,500
<b>FINANCIAL DISCLOSURE STATEMENTS</b>			
Federal Candidate Committees	21	49	50
State and County Candidates	36	1,299	25
Special Election Candidates	32	2	35
Elected Officials, Board and Commission Members, Agency Heads and First Deputies, and Certain State Employees	5,389	4,463	5,000
Correspondence	6,516	5,488	7,000
<b>DESIGNATION OF AGENTS</b>			
State and County Candidates	684	814	100
Special Election Candidates	33	2	35
Political Action Committees	255	265	10

FY-97 EXECUTIVE BUDGET

**REGISTRATIONS OF COMMITTEES**

State and County Candidates	79	528	100
Special Election Candidates	4	0	5
Political Action Committees	173	265	50

**LOBBYIST REPORTS/CORRESPONDENCE**

Lobbyist Registrations	107	405	50
Lobbyist Expenditure Reports	785	810	900
Lobbyist Terminations	62	7	50
Lobbyist Correspondence	1,048	928	1,000

**COMPLAINTS/DISCLOSURES OF CONFIDENTIAL INFORMATION**

Filed	2	23	25
Dismissed	0	15	15
Conciliated	0	1	10
Referred for Prosecution	0	0	0
Carryover (Complaints)	2	8	0

**ASSESSED LATE FEES**

Late Fees Assessed	\$279,888	\$42,460	\$40,000
Fees Collected	\$15,108	\$22,444	\$25,000
Fees Modified (Rescinded or Reduced)	\$259,240	\$10,963	\$10,000
Persons Assessed	92	340	275
Administrative Hearings	26	84	100
Appeals to Full Commission	1	14	15

**ETHICS INTERPRETATIONS**

Requested	3	18	20
Issued	2	14	25

**EXPENDITURES BY FUND**

<u>Type of Fund:</u>	<u>FY-94 Actual</u>	<u>FY-95 Actual</u>	<u>FY-96 Budgeted</u>
<b>State Appropriated Funds</b>	\$309,534	\$316,732	\$326,054
Carryover	\$6,546		
<b>State Continuing/Revolving Funds:</b>			
200 Revolving Fund	8,118	35,817	16,000
205 Donation Fund	5,500	14,524	96,598
<b>Federal Funds:</b>	<u>0</u>	<u>0</u>	<u>0</u>
<b>Total Expenditures by Fund</b>	<u>\$329,698</u>	<u>\$367,073</u>	<u>\$438,652</u>

**EXPENDITURES BY OBJECT**

<u>Object of Expenditure</u>	<u>FY-94 Actual</u>	<u>FY-95 Actual</u>	<u>FY-96 Budgeted</u>
Salaries and Benefits	\$289,118	\$292,130	\$309,363
Professional Services	6,361	11,166	3,844
Travel	4,455	3,372	6,450
Lease-Purchase Expenditures	0	0	0
Equipment	5,114	2,018	85,770
Int.Agency Pay/Adm.Exp.	16,276	50,901	26,300
Other Operating Expenses	8,374	7,486	6,925
<b>Total Expenditures by Object</b>	<u>\$329,698</u>	<u>\$367,073</u>	<u>\$438,652</u>

FY-97 EXECUTIVE BUDGET

<b>EXPENDITURES BY BUDGET ACTIVITY / SUB-ACTIVITY</b>			
<b>Activity No. and Name</b>	<b>FY-94 Actual</b>	<b>FY-95 Actual</b>	<b>FY-96 Budgeted</b>
10 Administration/Policy Review	\$160,443	\$172,991	\$167,262
20 Registration Services	141,185	156,917	230,084
30 Complaints/Investigations	27,950	35,050	37,606
40 Hearings/Hearings Appeals	120	2,115	3,700
<b>Total Expenditures by Activity</b>	<b>\$329,698</b>	<b>\$367,073</b>	<b>\$438,652</b>

<b>FULL-TIME-EQUIVALENT EMPLOYEES (FTE) and VEHICLES</b>			
<b>Activity No. and Name</b>	<b>FY-94 Actual</b>	<b>FY-95 Actual</b>	<b>FY-96 Budgeted</b>
10 Administration/Policy Review	2.0	2.0	2.0
20 Registration Services	4.0	3.7	4.0
30 Complaints/Investigations	0.8	1.0	1.0
40 Hearings/Hearings Appeals	0.0	0.0	0.0
<b>Total FTE</b>	<b>6.8</b>	<b>6.7</b>	<b>7.0</b>
<b>Number of Vehicles</b>	<b>0</b>	<b>0</b>	<b>0</b>

# HORSE RACING COMMISSION

## MISSION STATEMENT

The Oklahoma Horse Racing Commission encourages agriculture, the breeding of horses, and generates public revenue through the forceful control of the highest quality commission-sanctioned racing which maintains the appearance as well as the fact of complete honesty and integrity of horse racing in this state.

## THE COMMISSION

The Oklahoma Horse Racing Commission is composed of seven members appointed by the Governor with the advice and consent of the Senate. One member is appointed from each of the six congressional districts and one member experienced in the horse industry is selected at large. Each commissioner is appointed for six (6) years, except that five (5) initial terms were shorter to create a two year stagger for appointments.

## DUTIES / RESPONSIBILITIES

The commission is empowered to license and control horse race meetings so as to: (1) encourage agriculture and the breeding of horses; (2) maintain race meetings of the highest quality and free of corrupt, incompetent, dishonest or unprincipled horse racing practices; (3) dissipate any cloud of association with the undesirable and maintain the appearance and fact of complete honesty and integrity of horse racing; and (4) generate public revenues.

## STATUTORY REFERENCES

Title 3A, Section 200 et seq. of the Oklahoma Statutes

## PERFORMANCE CRITERIA / SERVICES PROVIDED

<b>Criteria/Service:</b>	<b>FY-94 Actual</b>	<b>FY-95 Actual</b>	<b>FY-96 Estimated</b>
Organizational Licenses:			
Applications Filed	4	5	6
Licenses Granted	4	4	4
Occupational Licenses:			
Licenses Granted	12,690	11,529	12110
Stewards' Actions:			
Orders Issued	560	450	505
Hearings Conducted	324	243	284
Commission Actions:			
Orders Issued	71	31	51
Hearings Conducted	7	8	8
Orders Appealed	2	1	1
Race Days Allotted	342	349	354
Race Meets Conducted	7	6	6
Oklahoma-Bred Horses Registered	3,364	3,434	3,399

FY-97 EXECUTIVE BUDGET

<b>EXPENDITURES BY FUND</b>			
<b>Type of Fund:</b>	<b>FY-94 Actual</b>	<b>FY-95 Actual</b>	<b>FY-96 Budgeted</b>
<b>State Appropriated Funds</b>	\$1,929,746	\$1,983,675	\$1,972,285
<b>State Continuing/Revolving Funds:</b>			
200 Equine Drug Testing Fund	\$338,552	\$372,102	\$356,000
205 Breeding Development Fund	62,344	107,590	121,497
210 Law Enforcement	0	0	5,000
<b>Total Continuing/Revolving Funds</b>	\$400,896	\$479,692	\$482,497
<b>Federal Funds</b>	0		
<b>Total Expenditures by Fund</b>	<u>\$2,330,642</u>	<u>\$2,463,367</u>	<u>\$2,454,782</u>

<b>EXPENDITURES BY OBJECT</b>			
<b>Object of Expenditure</b>	<b>FY-94 Actual</b>	<b>FY-95 Actual</b>	<b>FY-96 Budgeted</b>
Salaries and Benefits	\$1,519,301	\$1,501,390	\$1,618,450
Professional Services	73,246	69,491	72,000
Travel	38,501	36,201	33,840
Lease-Purchase	0	0	0
Equipment	15,588	34,543	9,560
Payments to Local Govt. Subdivisions	0	0	0
Other Operating Expenses	684,006	821,742	720,932
<b>Total Expenditures by Object</b>	<u>\$2,330,642</u>	<u>\$2,463,367</u>	<u>\$2,454,782</u>

<b>EXPENDITURES BY BUDGET ACTIVITY / SUB-ACTIVITY</b>			
<b>Activity No. and Name</b>	<b>FY-94 Actual</b>	<b>FY-95 Actual</b>	<b>FY-96 Budgeted</b>
10 General Operations	\$494,415	\$429,872	\$477,983
20 Race Day Expenses	1,394,236	1,528,472	1,510,918
30 Law Enforcement Division	340,746	344,736	344,384
40 Breeding Development	62,344	107,590	121,497
88 Data Processing	38,901	52,697	0
<b>Total Expenditures by Activity</b>	<u>\$2,330,642</u>	<u>\$2,463,367</u>	<u>\$2,454,782</u>

<b>FULL-TIME-EQUIVALENT EMPLOYEES (FTE) and VEHICLES</b>			
<b>Activity No. and Name</b>	<b>FY-94 Actual</b>	<b>FY-95 Actual</b>	<b>FY-96 Budgeted</b>
10 General Operations	12.1	8.6	9.0
20 Race Day Expenses	19.0	18.7	19.0
30 Law Enforcement Division	6.0	6.0	6.0
40 Breeding Development	1.5	4.3	4.5
88 Data Processing	0.0	0.0	0.0
<b>Total FTE</b>	<u>38.6</u>	<u>37.6</u>	<u>38.5</u>

<b>Number of Vehicles</b>	2	2	2
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# OKLAHOMA INSURANCE DEPARTMENT

## MISSION STATEMENT

The mission of the Insurance Department is to serve and protect the insurance buying public by assuring that consumers have available a solvent insurance market, a well educated agency force from which to purchase insurance and by providing high quality policyholder service and education. To this end, the Department will enforce the insurance laws and regulations of this state impartially and expeditiously.

## DUTIES / RESPONSIBILITIES

The elective office of State Insurance Commissioner is created by the constitution. The specific duties reposed in the Oklahoma Insurance Department by the Insurance Code include the following: license and regulate domestic and foreign insurance companies; approve and regulate excess and surplus lines insurance companies; license and regulate insurance agents, brokers, adjusters and third party administrators; collect premium taxes, fees and retaliatory charges; review and approve or disapprove life, accident, health, property, and casualty policy forms; review and present to the Oklahoma State Board for Property and Casualty Rates property and casualty insurance rates for prior approval; assist consumers with their insurance problems and questions; and license and regulate automobile service clubs, prepaid funeral trusts and bail bondsmen; and license and regulate real estate appraisers; financial and market conduct examination of insurance companies; investigation of claims and complaints against insurance companies, agents or bailbondsmen; approval of mergers and acquisitions of Oklahoma insurance companies, holding company registration statements and approving plan of operations of both guaranty associations. The Commissioner also sits on a number of boards and commissions, including but not limited to the Oklahoma State and Education Employees Group Health Insurance Board, the Oklahoma Fire Fighters Pension and Retirement Board, the Police Pension and Retirement Board, the Oklahoma Public Employees Retirement System Board and the Link Deposit Review Board.

## STATUTORY REFERENCES

Article VI, Section 22-24, Oklahoma Constitution. Title 11, Sections 372-373, Section 49-120, 50-203 and 50-205 Title 14A, Section 40-101 et seq; Title 36, Sections 101 et seq; Title 47, Section 7-501 through 7-505, and Title 59, Section 1301 et seq. of the Oklahoma Statutes; Title 59, Section 858-700 et seq. of the Oklahoma Statutes.

## PERFORMANCE CRITERIA / SERVICES PROVIDED

<b>Criteria/Service:</b>	<b>FY-94 Actual</b>	<b>FY-95 Actual</b>	<b>FY-96 Estimated</b>
Examinations			
Domestic Companies	39	35	40
Foreign Companies	11	7	12
Licenses Issued			
Agents	33,014	34,048	36,050
Agencies	1,228	1,733	2,338
Domestic Companies	124	113	115
Foreign Companies	1,508	1,753	1,780
Surplus Lines Brokers	191	191	195
Real Estate Appraisers	1,318	1,479	1,660
Telephone Inquiries			
P & C Rate Division	28,480	28,764	29,339
Claims	49,400	54,800	58,000
Agent Licensing	65,001	66,500	67,500
Legal (incoming calls)	33,850	42,400	43,400
Actuary	11,390	14,400	15,500
Actuary Policy Reviews			
Life, Accident & Health	15,050	16,060	17,070
P & C Rate Division	3,596	3,775	3,964
Agent/Company appointments	142,479	161,197	181,197

FY-97 EXECUTIVE BUDGET

<b>EXPENDITURES BY FUND</b>			
<b>Type of Fund:</b>	<b>FY-94 Actual</b>	<b>FY-95 Actual</b>	<b>FY-96 Budgeted</b>
<b>State Appropriated Funds</b>	\$2,267,918	\$2,713,533	\$2,593,639
<b>State Continuing / Revolving Funds:</b>			
200 Insurance R.F.	\$2,332,417	\$1,805,420	\$2,723,241
225 Real Estate Appraisers R.F.	<u>149,473</u>	<u>168,708</u>	<u>400,000</u>
<b>Total Revolving Funds</b>	\$2,481,890	\$1,974,128	\$3,123,241
<b>Federal Funds:</b>			
410 Federal Grant Fund	<u>163,072</u>	<u>193,813</u>	<u>116,000</u>
<b>Total Expenditures by Fund</b>	<u>\$4,912,880</u>	<u>\$4,881,474</u>	<u>\$5,832,880</u>

<b>EXPENDITURES BY OBJECT</b>			
<b>Activity No. and Name</b>	<b>FY-94 Actual</b>	<b>FY-95 Actual</b>	<b>FY-96 Budgeted</b>
Salaries and Benefits	\$3,730,141	\$3,780,632	\$4,264,855
Professional Services	\$78,370	\$62,447	\$150,000
Travel	\$78,619	\$76,432	\$121,077
Lease-Purchase Expenditures			
Equipment	98,953	99,952	92,924
Other Operating Expenses	<u>926,797</u>	<u>862,011</u>	<u>1,204,024</u>
<b>Total Expenditures by Object</b>	<u>\$4,912,880</u>	<u>\$4,881,474</u>	<u>\$5,832,880</u>

<b>EXPENDITURES BY BUDGET ACTIVITY / SUB-ACTIVITY</b>			
<b>Activity No. and Name</b>	<b>FY-94 Actual</b>	<b>FY-95 Actual</b>	<b>FY-96 Budgeted</b>
1 Administration	\$1,059,357	\$1,075,827	\$1,278,796
10 Regulatory/Enforcement	\$3,638,436	\$3,611,834	\$4,292,814
20 Federal Programs	<u>\$215,087</u>	<u>\$193,813</u>	<u>\$261,270</u>
<b>Total Expenditures by Activity</b>	<u>\$4,912,880</u>	<u>\$4,881,474</u>	<u>\$5,832,880</u>

<b>FULL-TIME-EQUIVALENT EMPLOYEES (FTE) and VEHICLES</b>			
<b>Activity No. and Name</b>	<b>FY-94 Actual</b>	<b>FY-95 Actual</b>	<b>FY-96 Budgeted</b>
1 Administration	22.5	17.5	18.0
10 Regulatory/Enforcement	76.0	81.7	90.0
20 Federal Programs	<u>1.1</u>	<u>4.1</u>	<u>4.0</u>
<b>Total FTE</b>	<u>99.6</u>	<u>103.3</u>	<u>112.0</u>

<b>Number of Vehicles</b>	2	2	2
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## OKLAHOMA MOTOR VEHICLE COMMISSION

### MISSION STATEMENT

The mission of the Commission is to ensure fair trade by preventing frauds, impositions and other abuses upon Oklahoma citizens; reviewing control of the independent motor vehicle dealers by the vehicle manufacturers; and preventing unfair trade practices by motor vehicle dealers, manufacturers, distributors and salespersons.

### THE COMMISSION

The Oklahoma Motor Vehicle Commission is composed of nine members, all appointed by the Governor with the advice and consent of the State Senate. Seven of the members must have been engaged in the manufacture, distribution or sale of new motor vehicles for not less than ten years preceding appointment to the Commission. The remaining two members are lay members. In addition, six of the members must be from specific geographical areas within the state; the other three members are at-large members. Members serve at the pleasure of the Governor. The term of office is six years.

### DUTIES / RESPONSIBILITIES

The principal duties and responsibilities of the Commission are:

- a. Regulate business procedures and practices regarding the sale of new motor vehicles.
- b. Investigate all valid complaints concerning the sale of new motor vehicles and adjudication of these complaints.
- c. Determine that all persons applying for licenses from this Commission are properly qualified to be engaged in the sale of new motor vehicles.
- d. Assure that all persons engaged in selling new motor vehicles in the State of Oklahoma are properly licensed by this Commission.
- e. Regulate advertising procedures and practices regarding the sale of new motor vehicles.

### STATUTORY REFERENCES

Title 47, Section 561 et seq, of the Oklahoma Statutes

### PERFORMANCE CRITERIA / SERVICES PROVIDED

<b>Criteria/Service:</b>	<b>FY-94 Actual</b>	<b>FY-95 Actual</b>	<b>FY-96 Estimated</b>
Initial applications for license	118	132	100
Handling of complaints & adjudication	76	120	100
Field investigations & examinations	38	56	75
Advertising investigations & monitoring		300	150
Licenses issued:			
Dealers	1,063	1,057	1,040
Salesmen	6,054	6,305	6,200
Manufacturers & distributors	218	239	200
Factory & distributor representatives	738	786	750
Off-Premise dealers	568	359	350
Off-Premise sponsoring entity	14	15	12

FY-97 EXECUTIVE BUDGET

<b>EXPENDITURES BY FUND</b>			
<b>Type of Fund:</b>	<b>FY-94 Actual</b>	<b>FY-95 Actual</b>	<b>FY-96 Budgeted</b>
<b>State Appropriated Funds</b>	\$0	\$0	\$0
<b>State Continuing/Revolving Funds:</b>			
200 Revolving Fund	176,217	185,597	221,242
<b>Federal Funds:</b>	0	0	0
<b>Total Expenditures by Fund</b>	<u>\$176,217</u>	<u>\$185,597</u>	<u>\$221,242</u>

<b>EXPENDITURES BY OBJECT</b>			
<b>Object of Expenditure:</b>	<b>FY-94 Actual</b>	<b>FY-95 Actual</b>	<b>FY-96 Budgeted</b>
Salaries and Benefits	\$127,744	\$125,131	\$137,932
Professional Services	12,702	15,922	23,010
Travel	7,133	7,348	13,600
Lease-Purchase Expenditures	0	0	0
Equipment	0	0	0
Other Operating Expenses	<u>28,638</u>	<u>37,196</u>	<u>46,700</u>
<b>Total Expenditures by Object</b>	<u>\$176,217</u>	<u>\$185,597</u>	<u>\$221,242</u>

<b>EXPENDITURES BY BUDGET ACTIVITY / SUB-ACTIVITY</b>			
<b>Activity No. and Name:</b>	<b>FY-94 Actual</b>	<b>FY-95 Actual</b>	<b>FY-96 Budgeted</b>
10 General Administration	\$174,962	\$178,566	\$210,732
88 Data Processing	<u>1,255</u>	<u>7,031</u>	<u>10,510</u>
<b>Total Expenditures by Activity</b>	<u>\$176,217</u>	<u>\$185,597</u>	<u>\$221,242</u>

<b>FULL-TIME-EQUIVALENT EMPLOYEES (FTE) and VEHICLES</b>			
<b>Activity No. and Name:</b>	<b>FY-94 Actual</b>	<b>FY-95 Actual</b>	<b>FY-96 Budgeted</b>
10 General Administration	3.4	3.4	3.4
88 Data Processing	0.0	0.0	0.0
<b>Total FTE</b>	<u>3.4</u>	<u>3.4</u>	<u>3.4</u>
<b>Number of Vehicles</b>	0	0	0

## BOARD OF OSTEOPATHIC EXAMINERS

### MISSION STATEMENT

The mission of Board of the Osteopathic Examiners is to protect the public by regulating the practice of osteopathic medicine in the State of Oklahoma through education and licensing requirements and to ensure that each licensee practices osteopathic medicine within the provisions of the Osteopathic Medicine Act.

### THE BOARD

The Board is composed of eight members appointed by the Governor, two of whom are lay persons. The remaining six examiners are licensed osteopathic physicians in good standing in this state who have been so engaged for a period of at least five years immediately prior to their appointment. All appointments are for terms of seven years.

### DUTIES/RESPONSIBILITIES

The Board conducts examinations at least twice each year for applicants who, under existing state statutes, qualify to be licensed as Osteopathic Physicians. The Board is responsible for maintaining a register of each license issued and monitoring the professional practice of each licensee to ensure standards established by the Board and State Statutes are maintained. The Board has the responsibility of revoking or suspending a license when unprofessional conduct is proven.

### STATUTORY REFERENCES

Statutory Reference: Title 59, Section 620 through 645, of the Oklahoma Statutes.

### PERFORMANCE CRITERIA / SERVICES PROVIDED

<b>Criteria/Service:</b>	<b>FY-94 Actual</b>	<b>FY-95 Actual</b>	<b>FY-96 Budgeted</b>
Licensed Osteopathic Physicians & Surgeons:			
In State	859	937	937
Out of State	378	381	381
New Licenses	85	75	75
Dispensing permits	177	178	178
Licenses revoked due to non-renewal	26	39	39
Discipline/Board review	12	14	
Investigation/No action	7	11	
Probation monitored	25	18	

### EXPENDITURES BY FUND

<b>Type of Fund:</b>	<b>FY-94 Actual</b>	<b>FY-95 Actual</b>	<b>FY-96 Budgeted</b>
State Appropriated Funds	\$0	\$0	\$0
State Continuing/Revolving Funds:			
200 Revolving Fund	203,328	233,353	240,974
Federal Funds:	\$0	\$0	\$0
<b>Total Expenditures by Fund</b>	<b>\$203,328</b>	<b>\$233,353</b>	<b>\$240,974</b>

FY-97 EXECUTIVE BUDGET

**EXPENDITURES BY OBJECT**

<b>Object of Expenditure</b>	<b>FY-94 Actual</b>	<b>FY-95 Actual</b>	<b>FY-96 Budgeted</b>
Salaries & Benefits	\$137,291	\$151,856	\$153,974
Professional services	18,290	31,564	34,300
Travel	7,419	16,251	16,000
Lease-Purchase Expenditures			
Equipment			
Payments to Local Gov't Sub-divisions	7,594	2,950	3,000
Other Operating Expenses	32,734	30,732	33,700
<b>Total Expenditures by Object</b>	<b>\$203,328</b>	<b>\$233,353</b>	<b>\$240,974</b>

**EXPENDITURES BY BUDGET ACTIVITY / SUB-ACTIVITY**

<b>Activity No. and Name</b>	<b>FY-94 Actual</b>	<b>FY-95 Actual</b>	<b>FY-96 Budgeted</b>
10 General Operations	203,328	233,353	240,974
<b>Total Expenditures by Activity</b>	<b>\$203,328</b>	<b>\$233,353</b>	<b>\$240,974</b>

**FULL-TIME-EQUIVALENT EMPLOYEES (FTE) and VEHICLES**

<b>Activity No. and Name</b>	<b>FY-94 Actual</b>	<b>FY-95 Actual</b>	<b>FY-96 Budgeted</b>
10 General Operations	3.0	4.0	4.0
<b>Total FTE</b>	<b>3.0</b>	<b>4.0</b>	<b>5.0</b>

<b>Number of Vehicles</b>	1	1	1
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**OKLAHOMA REAL ESTATE COMMISSION**

**MISSION STATEMENT**

The mission of the Commission is to safeguard the public interest by requiring high standards of knowledge and ethical practices of licensees to: discipline licensees who engage in dishonest, fraudulent or criminal activities in the conduct of real estate transaction; and to facilitate the prosecution of any person who is found in violation of the Oklahoma Real Estate License Code.

**THE BOARD**

The Commission is composed of seven members appointed by the Governor with the advice and consent of the Senate to serve a term of three years. Five members are licensed real estate brokers who have had at least five years active experience as a real estate broker prior to their appointment, one member is a lay person not in the real estate business, and one member is a representative of an approved real estate school located within the State of Oklahoma. No more than two members may be appointed from the same Congressional District according to the latest Congressional Redistricting Act.

**DUTIES / RESPONSIBILITIES**

The duties and responsibilities of the Commission are to prescribe minimum educational requirements for real estate sales associate and broker license applicants, to prescribe, approve, monitor and record continuing education offerings, monitor the activities of licensees to insure that operational standards are maintained within statutory limits and standards of conduct established by the Commission, to revoke or suspend a license when unprofessional standards are noted, and to maintain and administer an Education and Recovery Fund for the purpose of reimbursing persons suffering monetary damages because of misconduct on the part of a licensee, as well as to provide educational projects for the benefit of licensees and the public.

**STATUTORY REFERENCES**

Title 59, Sections 858-101 et seq, of the Oklahoma Statutes

**PERFORMANCE CRITERIA / SERVICES PROVIDED**

<b>Criteria/Service:</b>	<b>FY-94 Actual</b>	<b>FY-95 Actual</b>	<b>FY-96 Recommended</b>
<b>Examinations</b>			
Broker examination sessions	254	254	254
Sales Associate examination sessions	254	254	254
Broker examinations given	68	184	250
Sales Associate examinations given	1,925	2,390	2,300
Formal sworn complaints received	127	98	110
Inquiries (complaint & technical)			
<b>License &amp; Application Investigations</b>			
Formal Sworn Complaints Received	127	98	110
Complaint initiated investigations	149	119	110
Commission initiated investigations	22	21	21
Applicant investigations	84	99	100
Applicant Hearings	18	11	12
Formal Hearings	43	42	43
Preliminary Investigations Sessions	8	3	6
Special Investigations	66	72	78
Application Hearings	18	11	15
School Inspections	20	20	20

FY-97 EXECUTIVE BUDGET

Real Estate Office Inspections	40	121	124
Subponenas Delivered	22	25	25
<b>Licenses issued (original &amp; renewals)</b>	<b>7,696</b>	<b>5,308</b>	<b>5,300</b>
<b>Update Licenses Issued</b>			
change of address, change of assoc., etc.	4,858	4,771	4,700
<b>Education</b>			
Workshops and Seminars conducted	102	102	102
Pre-license course approvals	5	7	10
Continuing Education course approvals	1,525	1,603	1,650
Continuing Education Recordings	26,357	20,965	21,000
<b>File and inquiry maint. (# of licensees)</b>	<b>23,840</b>	<b>23,648</b>	<b>23,500</b>
Update-License Issued-Prov. to Sales Assoc.	2,646	175	175
Update-License and recds(no license issued)	2,646	16,261	16,000
Renewal notices issued	17,309	17,592	17,500
Request letters and Telephone requests	4,021	8,883	8,500

**EXPENDITURES BY FUND**

Type of Fund:	FY-94 Actual	FY-95 Actual	FY-96 Budgeted
<b>State Appropriated Funds</b>	\$0	\$0	\$0
<b>State Continuing/Revolving Funds:</b>			
200 Revolving Fund	\$942,888	\$914,285	\$1,018,380
210 Education & Recovery Fund	67,266	61,512	112,860
<b>Total of Revolving Funds</b>	<b>\$1,010,154</b>	<b>\$975,797</b>	<b>\$1,131,240</b>
<b>Federal Funds</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Total Expenditures by Fund</b>	<b>\$1,010,154</b>	<b>\$975,797</b>	<b>\$1,131,240</b>

**EXPENDITURES BY OBJECT**

Object of Expenditure	FY-94 Actual	FY-95 Actual	FY-96 Budgeted
Salaries and Benefits	\$616,344	\$609,378	\$633,928
Professional Services	124,896	116,012	156,000
Travel	32,501	28,083	32,000
Lease-Purchase Expenditures	6,208	2,861	10,500
Equipment	12,664	23,384	23,552
Payments to Local Govt. Subdivisions	0	0	0
Other Operating Expenses	217,541	196,079	275,260
<b>Total Expenditures by Object</b>	<b>\$1,010,154</b>	<b>\$975,797</b>	<b>\$1,131,240</b>

**EXPENDITURES BY BUDGET ACTIVITY / SUB-ACTIVITY**

Activity No. and Name	FY-94 Actual	FY-95 Actual	FY-96 Budgeted
01 General Operations	\$884,695	\$859,844	\$950,680
02 Education Program	67,266	61,512	92,000
03 Recovery Program	0	0	20,860
88 Data Processing	58,193	54,441	67,700
<b>Total Expenditures by Activity</b>	<b>\$1,010,154</b>	<b>\$975,797</b>	<b>\$1,131,240</b>

**FULL-TIME-EQUIVALENT EMPLOYEES (FTE) and VEHICLES**

Activity No. and Name	FY-94 Actual	FY-95 Actual	FY-96 Budgeted
01 General Operations	18.0	18.0	18.0
<b>Total FTE</b>	<b>18.0</b>	<b>18.0</b>	<b>18.0</b>
<b>Number of Vehicles</b>	<b>0</b>	<b>0</b>	<b>0</b>

01 General Operations 18.0 18.0 18.0

**OKLAHOMA SECURITIES COMMISSION**

**MISSION STATEMENT**

The primary missions of the Oklahoma Securities Commission and the Department of Securities are to administer and enforce the Oklahoma Securities Act; an act prohibiting fraudulent practices and requiring the registration of broker-dealers, agents, investment advisers and investment adviser representatives and securities. The Department also administers the Oklahoma Business Opportunity Sales Act, the Oklahoma Subdivided Land Sales Code and the Oklahoma Take-over Disclosure Act of 1985.

**THE COMMISSION**

The Commission consists of four members appointed by the Governor with the advice and consent of the Senate. One member is a member of the Oklahoma Bar Association, one member is an active officer of a bank or trust company operating in the State, one member is a certified public accountant, and one member is an active member from the securities industry. The term of each member is six years. The State Banking Commissioner of Oklahoma is an ex officio member of the Commission.

**DUTIES / RESPONSIBILITIES**

The activities of the Department of Securities consist of receiving and processing applications for registration or exemption of securities, business opportunities, takeovers and subdivided land offered in and/or from the state of Oklahoma, including reviewing the offering documents and sales material to be used; receiving and processing applications for licensing of broker-dealers, agents, investment advisers, and investment adviser representatives of all broker-dealers and investment advisers doing business in Oklahoma; examining registrants periodically after a registration statement has become effective to assure compliance with the applicable acts and that complete and current information is available to the public; disseminating information through public lectures, programs, correspondence, and the press, so that professional groups and the public at large may become better acquainted with the requirements and provisions of the acts subject to the jurisdiction of the Department; investigating complaints concerning the offer and/or sale of securities, business opportunities, and subdivided land; taking administrative actions upon notice of violations of the acts; taking civil action where necessary; making criminal referrals and prosecuting criminal violations of the acts by serving as Special Assistant District Attorneys when so appointed by a District Attorney, and/or by assisting the District Attorneys in such prosecutions. Recent legislation also requires the Department to verify the registration status of broker-dealers or investment advisers involved in school short-term cash management programs. The Department also receives filings of the final documents for bonds, notes or other evidences of indebtedness of any public trust.

**STATUTORY REFERENCES**

Oklahoma Securities Act-Title 71, Sections 1-413, 501, 502, 701-703 of the Oklahoma Statutes  
 Oklahoma Take-Over Disclosure Act of 1985-Title 71 Sections 451-462 of the Oklahoma Statutes  
 Oklahoma Subdivided Land Sales Code-Title 71, Sections 601-667 of the Oklahoma Statutes  
 Oklahoma Business Opportunity Sales Act-Title 71, Section 801-827 of the Oklahoma Statutes

FY-97 EXECUTIVE BUDGET

<b>PERFORMANCE CRITERIA / SERVICES PROVIDED</b>			
<b>Criteria/Service:</b>	<b>FY-94 Actual</b>	<b>FY-95 Actual</b>	<b>FY-96 Estimated</b>

Performance Criteria information is unavailable.

<b>EXPENDITURES BY FUND</b>			
<b>Type of Fund:</b>	<b>FY-94 Actual</b>	<b>FY-95 Actual</b>	<b>FY-96 Budgeted</b>
<b>State Appropriated Funds</b>	\$520,186	\$606,380	\$514,471
<b>State Continuing / Revolving Funds</b>			
200 Revolving Fund	1,310,339	1,208,778	3,368,285
<b>Federal Funds:</b>	<u>0</u>	<u>0</u>	<u>0</u>
<b>Total Expenditures by Fund</b>	<u>\$1,830,525</u>	<u>\$1,815,158</u>	<u>\$3,882,756</u>

<b>EXPENDITURES BY OBJECT</b>			
<b>Object of Expenditure</b>	<b>FY-94 Actual</b>	<b>FY-95 Actual</b>	<b>FY-96 Budgeted</b>
Salaries and Benefits	\$1,423,548	\$1,470,492	\$1,651,534
Professional Services	10,271	20,505	124,600
Travel	8,585	15,530	30,000
Lease-Purchase Expenditures	11,670	9,917	14,000
Equipment	184,880	118,331	90,000
Other: Capital Project			
Other: Murrah Disaster	0	0	\$1,790,907
Other Operating Expenses	191,571	180,383	181,715
<b>Total Expenditures by Object</b>	<u>\$1,830,525</u>	<u>\$1,815,158</u>	<u>\$3,882,756</u>

<b>EXPENDITURES BY BUDGET ACTIVITY / SUB-ACTIVITY</b>			
<b>Activity No. and Name</b>	<b>FY-94 Actual</b>	<b>FY-95 Actual</b>	<b>FY-96 Budgeted</b>
10 General Operations	\$1,671,071	\$1,815,158	\$2,091,849
10/41995 Murrah Bombing Recovery	0	0	1,790,907
88 Data Processing	<u>159,454</u>	<u>0</u>	<u>0</u>
<b>Total Expenditures by Activity</b>	<u>\$1,830,525</u>	<u>\$1,815,158</u>	<u>\$3,882,756</u>

<b>FULL-TIME-EQUIVALENT EMPLOYEES (FTE) and VEHICLES</b>			
<b>Activity No. and Name</b>	<b>FY-94 Actual</b>	<b>FY-95 Actual</b>	<b>FY-96 Budgeted</b>
10 General Operations	31.1	30.6	34.0
88 Data Processing	<u>0.2</u>	<u>0.0</u>	<u>0.0</u>
<b>Total FTE</b>	<u>31.3</u>	<u>30.6</u>	<u>34.0</u>

<b>Number of Vehicles</b>	0	0	0
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**BOARD OF LICENSED SOCIAL WORKERS**

**MISSION STATEMENT**

The mission of the Board of Licensed Social Workers is to safeguard the welfare of the people of the State of Oklahoma by administering the Social Worker's Licensing Act which provides that all persons who engage in the practice of social work for compensation, or perform the services of a social worker are a licensed social worker or licensed social worker associate.

**THE BOARD**

The seven member board is composed of three licensed social workers and two licensed social worker associates. A sixth member is selected from and represents the general public. The remaining member is the president of the Oklahoma Chapter of the National Association of Social Workers. Board members each serve terms of three years from the date of appointment.

**DUTIES / RESPONSIBILITIES**

The board approves and administers examinations three times each year to qualified applicants. Qualified applicants are approved for licensure and license renewal by the board. The board may deny, revoke or suspend any license issued or applied for or otherwise discipline a licensed social worker or licensed social work associate upon proof, after a hearing, when unprofessional standards are noted.

**STATUTORY REFERENCES**

Title 59, Section 1250 et seq, of the Oklahoma Statutes

**EXPENDITURES BY FUND**

<b>Type of Fund:</b>	<b>FY-94 Actual</b>	<b>FY-95 Actual</b>	<b>FY-96 Budgeted</b>
<b>State Appropriated Funds</b>	\$0	\$0	\$0
<b>State Continuing/Revolving Funds:</b>			
200 Social Workers Revolving Fund	43,338	49,705	60,541
<b>Federal Funds</b>	0	0	0
<b>Total Expenditures by Fund</b>	<u>\$43,338</u>	<u>\$49,705</u>	<u>\$60,541</u>

**EXPENDITURES BY OBJECT**

<b>Object of Expenditure</b>	<b>FY-94 Actual</b>	<b>FY-95 Actual</b>	<b>FY-96 Budgeted</b>
Salaries and Benefits	\$36,424	\$37,571	\$38,891
Professional Services	1,195	2,664	6,000
Travel	355	3,723	3,500
Lease-Purchase Expenditures	0	0	0
Equipment	0	0	1,000
Other Operating Expenses	5,364	5,747	11,150
<b>Total Expenditures by Object</b>	<u>\$43,338</u>	<u>\$49,705</u>	<u>\$60,541</u>

FY-97 EXECUTIVE BUDGET

<b>EXPENDITURES BY BUDGET ACTIVITY / SUB-ACTIVITY</b>			
<b>Activity No. and Name</b>	<b>FY-94 Actual</b>	<b>FY-95 Actual</b>	<b>FY-96 Budgeted</b>
10 General Operations	\$43,338	\$49,705	\$59,541
88 Data Processing	0	0	1,000
<b>Total Expenditures by Activity</b>	<b>\$43,338</b>	<b>\$49,705</b>	<b>\$60,541</b>

<b>FULL-TIME-EQUIVALENT EMPLOYEES (FTE) and VEHICLES</b>			
<b>Activity No. and Name</b>	<b>FY-94 Actual</b>	<b>FY-95 Actual</b>	<b>FY-96 Budgeted</b>
10 General Operations	1.0	1.0	1.0
<b>Total FTE</b>	<b>1.0</b>	<b>1.0</b>	<b>1.0</b>
<b>Number of Vehicles</b>	0	0	0

**SPEECH PATHOLOGY AND AUDIOLOGY BOARD**

**MISSION STATEMENT**

The mission of the Board is to protect the health and general welfare of the people of the State of Oklahoma by insuring that no person practices speech pathology or audiology unless he/she is licensed under the Speech Pathology and Audiology Licensing Act.

**THE BOARD**

The Board is composed of five members consisting of three licensed speech pathologists or audiologists, one certified otolaryngologist, and one lay member. A member of the Board may not be reappointed to succeed himself, but may be reappointed three years or more following the termination of a previous appointment to the Board.

**DUTIES / RESPONSIBILITIES**

- a. To insure the applicant possesses the necessary academic requirements for licensure as a speech pathologist, audiologist, assistant or intern.
- b. To collect licensure and annual renewal fees.

**STATUTORY REFERENCES**

Title 59, Section 1601 et seq, of the Oklahoma Statutes.

**EXPENDITURES BY FUND**

Type of Fund:	FY-94 Actual	FY-95 Actual	FY-96 Budgeted
<b>State Appropriated Funds</b>	\$0	\$0	\$0
<b>State Continuing/Revolving Funds:</b>			
200 Revolving Fund	23,131	21,641	20,312
<b>Federal Funds</b>	0	0	0
<b>Total Expenditures by Fund</b>	<u>\$23,131</u>	<u>\$21,641</u>	<u>\$20,312</u>

**EXPENDITURES BY OBJECT**

Object of Expenditure	FY-94 Actual	FY-95 Actual	FY-96 Budgeted
Salaries and Benefits	\$8,477	\$8,744	\$9,339
Professional Services	912	6,332	2,600
Travel	115	172	229
Lease-Purchase Expenditures	0	0	0
Equipment	3,649	0	345
Payments to Local Govt. Subdivisions			
Other Operating Expenses	<u>9,979</u>	<u>6,392</u>	<u>7,799</u>
<b>Total Expenditures by Object</b>	<u>\$23,131</u>	<u>\$21,641</u>	<u>\$20,312</u>

**EXPENDITURES BY BUDGET ACTIVITY / SUB-ACTIVITY**

Activity No. and Name	FY-94 Actual	FY-95 Actual	FY-96 Budgeted
10 General Administration	\$23,131	\$21,641	\$20,312
88 Data Processing	0	0	0
<b>Total Expenditures by Activity</b>	<u>\$23,131</u>	<u>\$21,641</u>	<u>\$20,312</u>

**FULL-TIME-EQUIVALENT EMPLOYEES (FTE) and VEHICLES**

Activity No. and Name	FY-94 Actual	FY-95 Actual	FY-96 Budgeted
10 General Administration	0.5	0.5	0.5
<b>Total FTE</b>	<u>0.5</u>	<u>0.5</u>	<u>0.5</u>

Number of Vehicles 0 0 0

**OKLAHOMA USED MOTOR VEHICLE AND PARTS COMMISSION**

**MISSION STATEMENT**

The mission of the Commission is to license and regulate used motor vehicle dealers, automotive dismantlers and manufactured home dealers and to create an atmosphere of fair competition among equally regulated dealers and to protect the interests of the consuming public.

**THE BOARD**

The Oklahoma Used Motor Vehicle and Parts Commission is composed of nine members appointed by the Governor with the advice and consent of the Senate. The Chairman is appointed by the Governor, from the state at large. One member is appointed from each of the six (6) Congressional Districts, two members are required to be used motor vehicle dealers and at least two (2) members are required to be automotive dismantlers. The term of the Chairman is coterminous with the Governor. The term of office for the other eight (8) members is six (6) years.

**DUTIES / RESPONSIBILITIES**

The Commission is charged with the responsibility of licensing all used motor vehicle dealers, salesmen, automotive dismantlers, Buyer Identification Card applicants and manufactured home dealers. The Commission verifies that each dealer meets the licensing requirements before issuing a license, provides a used vehicle dealer training program for new dealers and works with consumers on complaints against licensees. The Commission may deny any application for a license or suspend or revoke a license after hearing under certain conditions.

**STATUTORY REFERENCES**

Title 47 Section 581 et seq, of the Oklahoma Statutes

**EXPENDITURES BY FUND**

Type of Fund:	FY-94 Actual	FY-95 Actual	FY-96 Budgeted
<b>State Appropriated Funds</b>	\$0	\$0	\$0
<b>State Continuing/Revolving Funds:</b>			
200 Revolving Fund	371,980	401,229	430,063
<b>Federal Funds:</b>	0	0	0
<b>Total Expenditures by Fund</b>	<u>\$371,980</u>	<u>\$401,229</u>	<u>\$430,063</u>

**EXPENDITURES BY OBJECT**

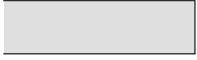
Object of Expenditure	FY-94 Actual	FY-95 Actual	FY-96 Budgeted
Salaries and Benefits	\$273,321	\$290,663	\$296,966
Professional Services	959	4,503	7,625
Travel	43,541	39,964	56,000
Lease-Purchase Expenditures	0		7,500
Equipment	738	11,281	6,500
Other Operating Expenses	<u>53,421</u>	<u>54,818</u>	<u>55,472</u>
<b>Total Expenditures by Object</b>	<u>\$371,980</u>	<u>\$401,229</u>	<u>\$430,063</u>

FY-97 EXECUTIVE BUDGET

<b>EXPENDITURES BY BUDGET ACTIVITY / SUB-ACTIVITY</b>			
<b>Activity No. and Name</b>	<b>FY-94 Actual</b>	<b>FY-95 Actual</b>	<b>FY-96 Budgeted</b>
10 General Administration	\$371,980	\$401,229	\$430,063
88 Data Processing	<u>0</u>	<u>0</u>	<u>0</u>
<b>Total Expenditures by Activity</b>	<u>\$371,980</u>	<u>\$401,229</u>	<u>\$430,063</u>

<b>FULL-TIME-EQUIVALENT EMPLOYEES (FTE) and VEHICLES</b>			
<b>Activity No. and Name</b>	<b>FY-94 Actual</b>	<b>FY-95 Actual</b>	<b>FY-96 Budgeted</b>
10 General Administration	<u>8.0</u>	<u>8.4</u>	<u>8.3</u>
<b>Total FTE</b>	<u>8.0</u>	<u>8.4</u>	<u>8.3</u>
<b>Number of Vehicles</b>	0	0	0

FY-97 EXECUTIVE BUDGET



Podiatry  
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FY-97 EXECUTIVE BUDGET

FY-97 EXECUTIVE BUDGET



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FY-97 EXECUTIVE BUDGET

FY-97 EXECUTIVE BUDGET



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<b>FY-97 Estimated</b>
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FY-97 EXECUTIVE BUDGET

FY-97 EXECUTIVE BUDGET

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<b>FY-97 Estimated</b>
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FY-97 EXECUTIVE BUDGET

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FY-97 EXECUTIVE BUDGET



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FY-97 EXECUTIVE BUDGET

<b>FY-97 Estimated</b>
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FY-97 EXECUTIVE BUDGET



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**FY-97**  
**Estimated**

35  
640  
84

FY-97 EXECUTIVE BUDGET

FY-97 EXECUTIVE BUDGET



osteopathic  
1 licensee

remaining  
needed for a  
ten years.

es, qualify  
license issued  
and State  
professional

**FY-97**  
**Estimated**

937  
381  
75  
178  
39

FY-97 EXECUTIVE BUDGET

FY-97 EXECUTIVE BUDGET



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/ their license.  
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or permits.

**FY-97**  
**Estimated**

92  
46  
30  
  
3,960  
1,700  
95  
4  
80  
980  
356

FY-97 EXECUTIVE BUDGET

85  
110  
100  
65  
10  
340  
  
215  
100  
1,100  
50  
480  
  
1  
5  
2  
9  
652  
  
60  
9  
700  
20  
140  
14  
30  
100  
  
215  
100  
1,100  
50  
480  
  
1  
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652  
  
60  
9  
700  
20  
140  
14  
30  
100  
  
1400  
150  
5  
75  
140  
160

FY-97 EXECUTIVE BUDGET

60  
7  
6  
154

250  
500  
30  
15  
5  
9  
2

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1,000  
3,220

45  
30  
60

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FY-97 EXECUTIVE BUDGET

FY-97 EXECUTIVE BUDGET



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**FY-96**  
**Estimated**

27  
25  
27  
470  
25  
7

FY-97 EXECUTIVE BUDGET

FY-97 EXECUTIVE BUDGET



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**FY-97**  
**Estimated**

295  
61  
1,569  
1,686  
  
10  
9  
117  
117

FY-97 EXECUTIVE BUDGET

FY-97 EXECUTIVE BUDGET



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<b>FY-97</b>
<b>Estimated</b>
12
1,910
0
40
1,700
0
5
60
10
6,666
4,520
100
5,209
75
0

FY-97 EXECUTIVE BUDGET

40  
4  
50

FY-97 EXECUTIVE BUDGET

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**FY-97**  
**Estimated**

2,134  
114

27  
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FY-97 EXECUTIVE BUDGET

98  
1  
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130  
9  
36

711  
21  
436

178  
8  
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FY-97 EXECUTIVE BUDGET

FY-97 EXECUTIVE BUDGET



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<b>FY-97</b>	
<b>Estimated</b>	
	224
	125
	6
	6
	32

FY-97 EXECUTIVE BUDGET

32

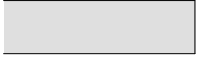
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13

FY-97 EXECUTIVE BUDGET

FY-97 EXECUTIVE BUDGET



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FY-97 EXECUTIVE BUDGET

FY-97 EXECUTIVE BUDGET



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<b>FY-97</b>
<b>Estimated</b>

1,160  
 80%

5,625

570  
 85%

40  
 20

FY-97 EXECUTIVE BUDGET

55  
60%

190  
85%

69  
550  
\$55,000

FY-97 EXECUTIVE BUDGET



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<b>FY-97</b>
<b>Estimated</b>
4,050
2,202
7,900
50
5,450
20,676
900
1,300
600
2,590
660
2,400
226
140

FY-97 EXECUTIVE BUDGET

4,300  
580  
106  
75

FY-97 EXECUTIVE BUDGET



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FY-97 EXECUTIVE BUDGET

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195.8 A; Title  
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S, Section 204;  
Section 85.34;

<b>FY-97</b> <b>Estimated</b>
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510,000  
1,021,230  
160  
  
2,000  
\$10,000,000

5,476  
6.5

502  
45  
350

166  
701  
10.9

86,484  
87,700  
9,500  
255  
37,100

FY-97 EXECUTIVE BUDGET

FY-97 EXECUTIVE BUDGET

FY-97 EXECUTIVE BUDGET



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**FY-97**  
**Estimated**

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280  
80  
5  
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FY-97 EXECUTIVE BUDGET

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2,100,000

100  
50

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1,750

FY-97 EXECUTIVE BUDGET

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**FY-97  
Estimated**

N/A  
N/A  
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N/A  
N/A  
N/A  
N/A  
N/A

N/A

FY-97 EXECUTIVE BUDGET

N/A  
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**FY-97  
Estimated**

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N/A

FY-97 EXECUTIVE BUDGET

N/A  
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N/A

FY-97 EXECUTIVE BUDGET



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**FY-97**  
**Estimated**

4,000  
25  
1,800  
7,500

50  
750  
10

5,000  
7,000

300  
10  
10

FY-97 EXECUTIVE BUDGET

1,000  
5  
300  
  
400  
800  
25  
1,000  
  
25  
15  
10  
0  
0  
  
\$50,000  
\$30,000  
\$15,000  
400  
125  
20  
  
25  
25

FY-97 EXECUTIVE BUDGET

FY-97 EXECUTIVE BUDGET



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<b>FY-97 Estimated</b>
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6
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284
51
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354
6
3,399

FY-97 EXECUTIVE BUDGET

FY-97 EXECUTIVE BUDGET



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**FY-97**  
**Estimated**

43  
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38,200  
3,338  
118  
1,810  
200  
1,840  
  
29,825  
63,000  
68,500  
44,400  
16,600  
  
18,080  
4,054  
202,197

FY-97 EXECUTIVE BUDGET

FY-97 EXECUTIVE BUDGET



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<b>FY-97</b>
<b>Estimated</b>
100
100
75
150
1,040
6,200
200
700
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12

FY-97 EXECUTIVE BUDGET

FY-97 EXECUTIVE BUDGET



osteopathic  
1 licensee

remaining  
needed for a  
ten years.

es, qualify  
license issued  
and State  
professional

**FY-97**  
**Estimated**

937  
381  
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39

FY-97 EXECUTIVE BUDGET

FY-97 EXECUTIVE BUDGET



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**FY-97**  
**Recommended**

254  
254  
250  
  
2,300  
115  
  
115  
115  
21  
102  
15  
45  
7  
80  
15  
20

FY-97 EXECUTIVE BUDGET

124  
25  
5,300

4,700

102  
10  
1,650  
21,000  
23,500  
175  
16,000  
17,500  
8,500

FY-97 EXECUTIVE BUDGET



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FY-97 EXECUTIVE BUDGET

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FY-97 EXECUTIVE BUDGET



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FY-97 EXECUTIVE BUDGET

FY-97 EXECUTIVE BUDGET



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FY-97 EXECUTIVE BUDGET