

# Multiple Agency Fiscal Note Summary

<b>Bill Number:</b> 5616 SB	<b>Title:</b> Diabetics/manicuring
-----------------------------	------------------------------------

## Estimated Cash Receipts

NONE

## Estimated Operating Expenditures

Agency Name	2019-21			2021-23			2023-25		
	FTEs	GF-State	Total	FTEs	GF-State	Total	FTEs	GF-State	Total
Department of Licensing	.5	0	228,600	.0	0	0	.0	0	0
Department of Health	.0	0	0	.0	0	0	.0	0	0
<b>Total \$</b>	<b>0.5</b>	<b>0</b>	<b>228,600</b>	<b>0.0</b>	<b>0</b>	<b>0</b>	<b>0.0</b>	<b>0</b>	<b>0</b>

## Estimated Capital Budget Expenditures

Agency Name	2019-21			2021-23			2023-25		
	FTEs	Bonds	Total	FTEs	Bonds	Total	FTEs	Bonds	Total
Department of Licensing	.0	0	0	.0	0	0	.0	0	0
Department of Health	.0	0	0	.0	0	0	.0	0	0
<b>Total \$</b>	<b>0.0</b>	<b>0</b>	<b>0</b>	<b>0.0</b>	<b>0</b>	<b>0</b>	<b>0.0</b>	<b>0</b>	<b>0</b>

## Estimated Capital Budget Breakout

NONE

<b>Prepared by:</b> Veronica Jarvis, OFM	<b>Phone:</b> (360) 902-0649	<b>Date Published:</b> Final 2/19/2019
--	---------------------------------	---

\* See Office of the Administrator for the Courts judicial fiscal note

\*\* See local government fiscal note

FNPID: 56051

FNS029 Multi Agency rollup

# Individual State Agency Fiscal Note

<b>Bill Number:</b> 5616 SB	<b>Title:</b> Diabetics/manicuring	<b>Agency:</b> 240-Department of Licensing
-----------------------------	------------------------------------	--

## Part I: Estimates

☐

No Fiscal Impact

### Estimated Cash Receipts to:

NONE

### Estimated Operating Expenditures from:

	FY 2020	FY 2021	2019-21	2021-23	2023-25
FTE Staff Years	1.0	0.0	0.5	0.0	0.0
<b>Account</b>					
Business and Professions Account-State 06L-1	228,600	0	228,600	0	0
<b>Total \$</b>	228,600	0	228,600	0	0

*The cash receipts and expenditure estimates on this page represent the most likely fiscal impact. Factors impacting the precision of these estimates, and alternate ranges (if appropriate), are explained in Part II.*

Check applicable boxes and follow corresponding instructions:

☒

If fiscal impact is greater than \$50,000 per fiscal year in the current biennium or in subsequent biennia, complete entire fiscal note form Parts I-V.

☐

If fiscal impact is less than \$50,000 per fiscal year in the current biennium or in subsequent biennia, complete this page only (Part I).

☐

Capital budget impact, complete Part IV.

☒

Requires new rule making, complete Part V.

Legislative Contact: Susan Jones	Phone: 360-786-7404	Date: 02/13/2019
Agency Preparation: Sieng Bonham	Phone: 360-902-3932	Date: 02/15/2019
Agency Approval: Justin Leppa	Phone: 360-902-3644	Date: 02/15/2019
OFM Review: Veronica Jarvis	Phone: (360) 902-0649	Date: 02/19/2019

Part II: Narrative Explanation

II. A - Brief Description Of What The Measure Does That Has Fiscal Impact

Briefly describe by section number, the significant provisions of the bill, and any related workload or policy assumptions, that have revenue or expenditure impact on the responding agency.

II. B - Cash receipts Impact

Briefly describe and quantify the cash receipts impact of the legislation on the responding agency, identifying the cash receipts provisions by section number and when appropriate the detail of the revenue sources. Briefly describe the factual basis of the assumptions and the method by which the cash receipts impact is derived. Explain how workload assumptions translate into estimates. Distinguish between one time and ongoing functions.

II. C - Expenditures

Briefly describe the agency expenditures necessary to implement this legislation (or savings resulting from this legislation), identifying by section number the provisions of the legislation that result in the expenditures (or savings). Briefly describe the factual basis of the assumptions and the method by which the expenditure impact is derived. Explain how workload assumptions translate into cost estimates. Distinguish between one time and ongoing functions.

Part III: Expenditure Detail

III. A - Operating Budget Expenditures

Account	Account Title	Type	FY 2020	FY 2021	2019-21	2021-23	2023-25
06L-1	Business and Professions Account	State	228,600	0	228,600	0	0
Total \$			228,600	0	228,600	0	0

III. B - Expenditures by Object Or Purpose

	FY 2020	FY 2021	2019-21	2021-23	2023-25
FTE Staff Years	1.0		0.5		
A-Salaries and Wages	54,400		54,400		
B-Employee Benefits	22,800		22,800		
C-Professional Service Contracts					
E-Goods and Other Services	146,000		146,000		
G-Travel					
J-Capital Outlays	5,400		5,400		
M-Inter Agency/Fund Transfers					
N-Grants, Benefits & Client Services					
P-Debt Service					
S-Interagency Reimbursements					
T-Intra-Agency Reimbursements					
9-					
Total \$	228,600	0	228,600	0	0

III. C - Operating FTE Detail: List FTEs by classification and corresponding annual compensation. Totals need to agree with total FTEs in Part I and Part IIIA

Job Classification	Salary	FY 2020	FY 2021	2019-21	2021-23	2023-25
Administrative Assistant 4	4,577	0.5		0.3		
Business & Professions Auditor 4	5,860	0.2		0.1		
Indirect ISD IT Specialist 4	6,793	0.1		0.1		
Indirect MSS Fiscal Tech 2	3,249	0.2		0.1		
Total FTEs		1.0		0.5		0.0

III. D - Expenditures By Program (optional)

Program	FY 2020	FY 2021	2019-21	2021-23	2023-25
Mgmt & Support Services (100)	17,300		17,300		
Information Services (200)	9,200		9,200		
Business and Professions (700)	202,100		202,100		
Total \$	228,600		228,600		

Part IV: Capital Budget Impact

NONE

Part V: New Rule Making Required

Identify provisions of the measure that require the agency to adopt new administrative rules or repeal/revise existing rules.

# Individual State Agency Fiscal Note

Agency 240 – Department of Licensing

Bill Number: 5616 SB

Bill Title: Diabetics/manicuring

## Part 1: Estimates

☐ No Fiscal Impact

### Estimated Cash Receipts

Account Name	Account	FY 20	FY 21	19-21 Total	21-23 Total	23-25 Total
<b>Account Totals</b>		-	-	-	-	-

### Estimated Expenditures:

		FY 20	FY 21	19-21 Total	21-23 Total	23-25 Total
FTE Staff Years		0.9	-	0.5	-	-
Account Name	Account	FY 20	FY 21	19-21 Total	21-23 Total	23-25 Total
Business and Professions Account	06L	228,600	-	228,600	-	-
<b>Account Totals</b>		<b>228,600</b>	<b>-</b>	<b>228,600</b>	<b>-</b>	<b>-</b>

*The revenue and expenditure estimates on this page represent the most likely fiscal impact. Factors impacting the precision of these estimates and alternate ranges (if appropriate), are explained in Part II.*

Check applicable boxes and follow corresponding instructions.

- ☐ If the fiscal impact is **less than \$50,000** per fiscal year in the current biennium or in subsequent biennia, complete this page only (Part I)
- ☒ If fiscal impact is **greater than \$50,000** per fiscal year in the current biennium or in subsequent biennia, complete entire fiscal note form
- ☐ Capital budget impact, complete Part IV
- ☒ Requires new rule making, complete Part V

Legislative Request: Susan Jones	Phone: 360-786-7404	Date: 2/13/2019
Agency Preparation: Sieng Bonham	Phone: 360-902-3932	Date: 2/15/2019
Agency Approval: Justin Leppa	Phone: 360-902-3644	Date: 2/15/2019

Request #	1
Bill #	5616 SB

## **Part 2 – Explanation**

Individuals who engage in the practice of manicuring will be required to ask clients requesting a manicure if they are diabetic. The department of licensing (DOL), in consultation with the Cosmetology Advisory Board (CAB), must develop training curriculum regarding the risks associated with performing manicure services to diabetics and how to prevent risks.

### **2.A – Brief Description on what the measure does and how it has a fiscal impact**

A new section is added to chapter 18.16 RCW requiring DOL, in consultation with the CAB, to develop training curriculum regarding the risks associated with performing manicure services to diabetics and how to prevent risks.

Fiscal impacts are related to one-time costs for postage, and to develop curriculum, conduct rulemaking, and provide workshops for cosmetology license holders.

This bill takes effect 90 days past Sine Die.

### **2.B - Cash Receipt Impact**

No revenue impact, this bill does not affect fees or transactions.

### **2.C – Expenditures**

Workshops will be held with industry members and the CAB. Mailings regarding the new legislation and rule making will be required.

Starting in FY20 one time cost:

- 0.50 FTE for an Administrative Assistant 4 is needed to provide initial startup support, including rulemaking.
- 0.20 FTE for a Business and Professions Auditor 4 Supervisor is needed to implement the proposed changes to the inspection program.
- One time costs for 3 mailings to 80,000 licensees to notify them of the change in law, conduct rule making and provide workshops to implement this bill.  
RCW 18.16.030 Director—Powers and duties. In addition to any other duties imposed by law, including RCW 18.235.030 and 18.235.040, the director shall have the following powers and duties:
  - (9) To ensure that all informational notices produced and mailed by the department regarding statutory and regulatory changes affecting any particular class of licensees are mailed to each licensee in good standing or on inactive status in the affected class whose mailing address on record with the department has not resulted in mail being returned as undeliverable for any reason

Legal Services workload impact:

The Attorney General support would be minimal and will be absorbed within the current resources.

Standard FTE goods and services (object E) costs are included on Table 3.B.1. Standard FTE costs do not include objects EM (AG services), ER (contractual services), and EZ (Other goods & Svcs) which are also shown in Table 3.B.1.

### **Support Services:**

Administrative support is included at a rate of 12 percent of the direct program costs. This percentage is split 7 percent for Management and Support Services (MSS) and 5 percent for Information Services Division (ISD) functions. DOL uses a Fiscal Technician 2 (MSS) and an IT Specialist 4 (ISD) staffing costs as a proxy to determine FTE and display them under Indirect Staff in table 3.C.

Administrative support funding received covers agency-wide functions such as vendor payments, contract administration, financial management, mail processing, equipment management, help desk support, and technical assistance to DOL employees.

## **Part 3 – Expenditure Detail**

### **3.A – Operating Budget Expenditures**

Account Name	Account	FY 20	FY 21	19-21 Total	21-23 Total	23-25 Total
Business and Professions Account	06L	228,600	-	228,600	-	-
<b>Account Totals</b>		<b>228,600</b>	<b>-</b>	<b>228,600</b>	<b>-</b>	<b>-</b>

### **3.B – Expenditures by Object or Purpose**

Object Name	FY 20	FY 21	19-21 Total	21-23 Total	23-25 Total
FTE Staff Years	0.9	-	0.5	-	-
Salaries and Wages	54,400	-	54,400	-	-
Employee Benefits	22,800	-	22,800	-	-
Goods and Services	146,000	-	146,000	-	-
Equipment	5,400	-	5,400	-	-
<b>Total By Object Type</b>	<b>228,600</b>	<b>-</b>	<b>228,600</b>	<b>-</b>	<b>-</b>

### **3.B.1 – Detail of Expenditures by Sub-Object (Goods and Services Only)**

<b>Object E - Description</b>	<b>FY 20</b>	<b>FY 21</b>	<b>19-21 Total</b>	<b>21-23 Total</b>	<b>23-25 Total</b>
EA - General Office Supplies	400	-	400	-	-
EB - Postage	120,000	-	120,000	-	-
EB - Phone/Install/Usage	700	-	700	-	-
EC - Utilities	400	-	400	-	-
ED - Facility/Lease Costs	4,200	-	4,200	-	-
EE - Repairs, Alterations & Maintenance	400	-	400	-	-
EF - Printing	8,600	-	8,600	-	-
EG - Training	100	-	100	-	-
EH - Manage Print Services	200	-	200	-	-
EK - Facilities and Services	1,000	-	1,000	-	-
EL - Interagency DP Svcs	4,700	-	4,700	-	-
EN - Personnel Services	100	-	100	-	-
ER - Contracted Costs	400	-	400	-	-
EY - Software Maintenance	4,800	-	4,800	-	-
<b>Total Goods &amp; Services</b>	<b>146,000</b>	<b>-</b>	<b>146,000</b>	<b>-</b>	<b>-</b>

### **3.C – FTE Detail**

<b>Position</b>	<b>Salary</b>	<b>FY 20</b>	<b>FY 21</b>	<b>19-21 Total</b>	<b>21-23 Total</b>	<b>23-25 Total</b>
Administrative Assistant 4	4,577	0.5	-	0.3	-	-
Business & Professions Auditor 4	5,860	0.2	-	0.1	-	-
Indirect MSS Fiscal Tech 2	3,249	0.2	-	0.1	-	-
Indirect ISD IT Specialist 4	6,793	0.1	-	0.0	-	-
<b>Total FTE</b>		<b>0.9</b>	<b>-</b>	<b>0.5</b>	<b>-</b>	<b>-</b>

*Totals may differ due to rounding.*

### **3.D – Expenditures by Program (Optional)**

<b>Program</b>		<b>FY 20</b>	<b>FY 21</b>	<b>19-21 Total</b>	<b>21-23 Total</b>	<b>23-25 Total</b>
100 - Mgmt & Support Services	MSS	12,500	-	12,500	-	-
200 - Information Services	ISD	9,200	-	9,200	-	-
700 - Business & Professions	BPD	202,100	-	202,100	-	-
100 - Central Payment Area	CPA	4,800	-	4,800	-	-
<b>Totals by Program</b>		<b>228,600</b>	<b>-</b>	<b>228,600</b>	<b>-</b>	<b>-</b>

## **Part 4 – Capital Budget Impact**

None.

## **Part 5 – New Rule Making Required**

Yes. DOL will work with the CAB to establish curriculum and training requirements through the rule making process.



# Individual State Agency Fiscal Note

<b>Bill Number:</b> 5616 SB	<b>Title:</b> Diabetics/manicuring	<b>Agency:</b> 303-Department of Health
-----------------------------	------------------------------------	---

## Part I: Estimates

☒ No Fiscal Impact

*The cash receipts and expenditure estimates on this page represent the most likely fiscal impact. Factors impacting the precision of these estimates, and alternate ranges (if appropriate), are explained in Part II.*

Check applicable boxes and follow corresponding instructions:

- ☐ If fiscal impact is greater than \$50,000 per fiscal year in the current biennium or in subsequent biennia, complete entire fiscal note form Parts I-V.
- ☐ If fiscal impact is less than \$50,000 per fiscal year in the current biennium or in subsequent biennia, complete this page only (Part I).
- ☐ Capital budget impact, complete Part IV.
- ☐ Requires new rule making, complete Part V.

<b>Legislative Contact:</b> Susan Jones	<b>Phone:</b> 360-786-7404	<b>Date:</b> 02/13/2019
<b>Agency Preparation:</b> Eric Molfino	<b>Phone:</b> 360-236-4537	<b>Date:</b> 02/15/2019
<b>Agency Approval:</b> Stacy May	<b>Phone:</b> (360) 236-4532	<b>Date:</b> 02/15/2019
<b>OFM Review:</b> Bryce Andersen	<b>Phone:</b> (360) 902-0580	<b>Date:</b> 02/16/2019

Part II: Narrative Explanation

II. A - Brief Description Of What The Measure Does That Has Fiscal Impact

Briefly describe by section number, the significant provisions of the bill, and any related workload or policy assumptions, that have revenue or expenditure impact on the responding agency.

SB 5616 does not reference any department of health (DOH) statutes nor does it call out the department to take any action, therefore no fiscal impact.

II. B - Cash receipts Impact

Briefly describe and quantify the cash receipts impact of the legislation on the responding agency, identifying the cash receipts provisions by section number and when appropriate the detail of the revenue sources. Briefly describe the factual basis of the assumptions and the method by which the cash receipts impact is derived. Explain how workload assumptions translate into estimates. Distinguish between one time and ongoing functions.

None

II. C - Expenditures

Briefly describe the agency expenditures necessary to implement this legislation (or savings resulting from this legislation), identifying by section number the provisions of the legislation that result in the expenditures (or savings). Briefly describe the factual basis of the assumptions and the method by which the expenditure impact is derived. Explain how workload assumptions translate into cost estimates. Distinguish between one time and ongoing functions.

None

Part III: Expenditure Detail

Part IV: Capital Budget Impact

NONE

Part V: New Rule Making Required

Identify provisions of the measure that require the agency to adopt new administrative rules or repeal/revise existing rules.

None