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mn.gov/boards/nursing/

AT A GLANCE

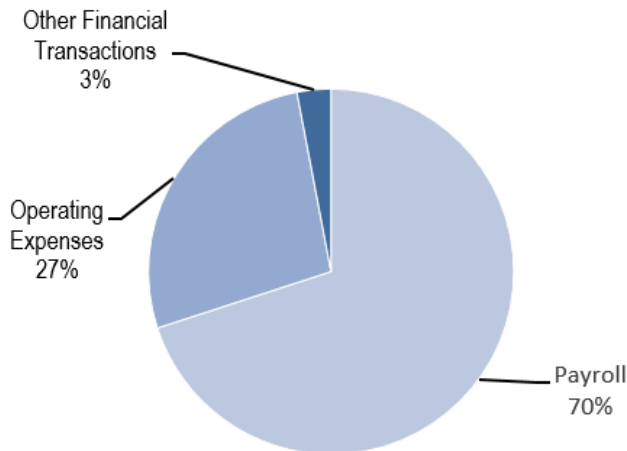
- 97,000 Registered Nurses
- 23,000 Licensed Practical Nurses
- 6,500 Advanced Practice Registered Nurses
- 16,000 Public Health Nurse Registrations
- 1,650 jurisdictional complaints
- 76 nursing education programs

PURPOSE

The Board of Nursing's purpose is to protect the health, safety and welfare of the public in their receipt of nursing services. The Board carries out its mission by regulating nursing education, licensure and practice. These functions contribute to the statewide outcomes that all Minnesotans have optimal health and people in Minnesota are safe. The agency strives for efficient and accountable government services through innovation, technology, and internal controls.

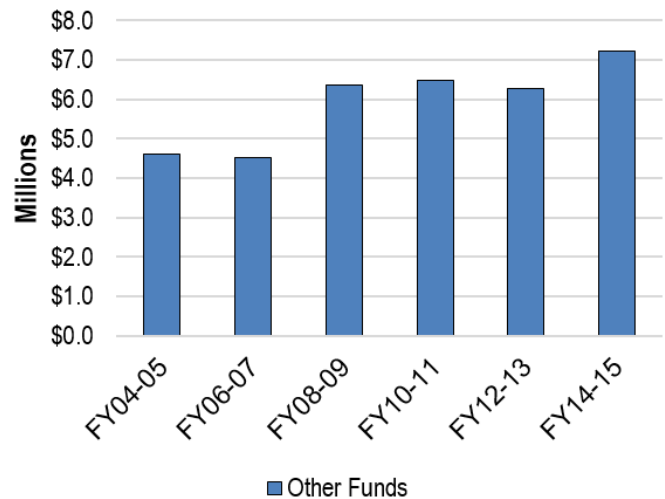
BUDGET

**Spending by Category
FY 15 Actual**



Source: BPAS

Historical Spending



Source: Consolidated Fund Statement

The Board is funded by licensure fees. Minnesota Statutes section 214.06, subdivision 1(a) compels the Board to collect fees in the amount sufficient to cover direct and indirect expenditures. Funds are deposited as non-dedicated revenue into the state government special revenue fund. From this fund, the Board receives a direct appropriation to pay for agency expenses such as salaries, rent, costs associated with disciplinary/contested cases and operating expenditures. It also pays statewide indirect costs through an open appropriation. Fees have not been raised since 2001. The Board receives no general fund dollars.

In addition to Board operations, licensure fees fund activities that support multiple boards and/or other agencies. Some of these are: the Administrative Services Unit (inter-board), Health Professionals Services Program (inter-board), HIV, HBV and HCV Prevention Program (Department of Health), Prescription Monitoring Program (Pharmacy Board), Office of the Attorney General for legal services, Criminal Background Check Program (inter-board), and the Voluntary Healthcare Provider Program (inter-board).

STRATEGIES

The Board of Nursing holds nurses accountable to legal, ethical, and professional standards. The Board achieves its mission of public protection by defining these standards and issuing licenses to practice nursing. Once a license is issued, the Board

monitors licensees' compliance to state laws and takes action against the licenses of those nurses who have exhibited unsafe nursing practice and who present a risk of harm to the public.

The Board contributes to the statewide outcome that **people in Minnesota are safe** by:

1. Ensuring an ethical and competent nursing workforce by reviewing credentials and providing a legally defensible nurse license examination. The Board of Nursing licenses registered nurses, licensed practical nurses, and advanced practice registered nurses, and registers public health nurses to ensure that the individuals who practice nursing in Minnesota have the requisite education, competence, and ethical character to practice nursing safely and effectively.
2. Establishing and conducting a complaint investigation process that is expedient, just and commensurate with the perceived risk to public safety. The Board investigates complaints and takes action against nurses who violate the Nurse Practice Act. This action includes removing nurses from practice who are a risk to patient safety and monitoring nurses whose practice requires remediation and oversight to ensure public safety.
3. Upholding nursing education standards through consultation and survey. The Board monitors program graduation pass/fail rates on the national nurse licensure examination; facilitates innovative approaches to address nursing workforce and nursing faculty shortages; provides consultation to nursing education programs regarding national nurse licensure examination (NCLEX®) pass rates; conducts research to promote a safe, competent and sufficient nursing workforce; and advises prospective nursing students regarding educational tracks and scholarships.
4. Analyzing and disseminating data for use in regulatory decisions. The Board provides employers and the public with verification of a nurse's authority to practice. Additionally, data is submitted to required national and federal databases and other county and state government agencies. The Board also participates in the collection of nursing workforce data to inform decision making related to educational planning, workforce development and emergency preparedness.
5. Collaborating in statewide initiatives on nursing practice, education and patient safety. The Board promotes standards of safe nursing practice by interpreting relevant laws and rules. The Board participates in nursing practice forums with nursing organizations and other state agencies to establish nursing performance guidelines for safe nursing practice so that employers and consumers can make informed decisions regarding the performance of nursing services.

<i>Type of Measure</i>	<i>Name of Measure</i>	<i>Previous</i>	<i>Current</i>	<i>Dates</i>
Quantity	Licenses issued within 24 hours of meeting all requirements	8,700	8,700	FY2014 and FY2015
Quality	Public availability of data on nursing licensure and authority to practice <ul style="list-style-type: none"> • Online renewal display in real time • Online verifications of license 	52,000 861,000	53,000 550,000	FY2014 and FY2015
Quantity	Percent of all online licensure services	90%	91%	FY2014 and FY2015
Quality	Complaint resolution cycle <ul style="list-style-type: none"> • Average number of days to resolve complaints • Average number of days to impose Temporary Suspension 	140 287	151 108	FY2014 and FY2015
Quantity	Automatic verification service use	31,000	40,000	FY2014 and FY2015

Minnesota Statutes sections 148.171-148.285 (<https://www.revisor.mn.gov/statutes/?id=148.171>) provides the Board of Nursing with legal authority to regulate nursing practice for the purpose of public protection. Chapter 214 prescribes further authority related to investigations and discipline procedures of the Board and other health-related licensing boards. Chapters 13 (Government Data Practices), 14 (Administrative Procedures) and 15 (State Agencies in General) all provide guidance to the Board's operations.

Expenditures By Fund

	Actual	Actual	Actual	Estimate	Forecasted Base		Governor's Recommendation	
	FY14	FY15	FY16	FY17	FY18	FY19	FY18	FY19
1201 - Health Related Boards	3,422	3,813	3,512	5,360	4,278	4,278	6,415	4,818
2000 - Restrict Misc Special Revenue	0	4	0	342	342	342	342	342
Total	3,422	3,817	3,512	5,702	4,620	4,620	6,757	5,160
<i>Biennial Change</i>				1,974		27		2,704
<i>Biennial % Change</i>				27		0		29
<i>Governor's Change from Base</i>								2,677
<i>Governor's % Change from Base</i>								29

Expenditures by Program

Program: Nursing Board of	3,422	3,817	3,512	5,702	4,620	4,620	6,757	5,160
Total	3,422	3,817	3,512	5,702	4,620	4,620	6,757	5,160

Expenditures by Category

Compensation	2,542	2,654	2,632	3,077	3,024	3,060	3,189	3,278
Operating Expenses	870	1,136	852	2,624	1,595	1,559	3,567	1,881
Other Financial Transactions	9	28	28	1	1	1	1	1
Total	3,422	3,817	3,512	5,702	4,620	4,620	6,757	5,160

Full-Time Equivalents

	33.0	32.6	31.5	36.1	35.6	35.6	37.6	37.6
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1201 - Health Related Boards

	Actual	Actual	Actual	Estimate	Forecast Base		Governor's Recommendation	
	FY14	FY15	FY16	FY17	FY18	FY19	FY18	FY19
Balance Forward In	0	221	0	677	0	0	0	0
Direct Appropriation	3,637	4,355	4,189	4,243	4,243	4,243	6,380	4,783
Open Appropriation	0	0	0	440	35	35	35	35
Net Transfers	0	(75)	0	0	0	0	0	0
Cancellations	0	688	0	0	0	0	0	0
Expenditures	3,422	3,813	3,512	5,360	4,278	4,278	6,415	4,818
Balance Forward Out	215	0	677	0	0	0	0	0
<i>Biennial Change in Expenditures</i>				1,636		(315)		2,362
<i>Biennial % Change in Expenditures</i>				23		(4)		27
<i>Gov's Exp Change from Base</i>								2,677
<i>Gov's Exp % Change from Base</i>								31
Full-Time Equivalents	33.0	32.6	31.5	36.1	35.6	35.6	37.6	37.6

2000 - Restrict Misc Special Revenue

	Actual	Actual	Actual	Estimate	Forecast Base		Governor's Recommendation	
	FY14	FY15	FY16	FY17	FY18	FY19	FY18	FY19
Balance Forward In	0	1	0	0	0	0	0	0
Receipts	1	3	0	342	342	342	342	342
Expenditures	0	4	0	342	342	342	342	342
Balance Forward Out	1	0	0	0	0	0	0	0
<i>Biennial Change in Expenditures</i>				338		342		342
<i>Biennial % Change in Expenditures</i>				8,365		100		100
<i>Gov's Exp Change from Base</i>								0
<i>Gov's Exp % Change from Base</i>								0

Nursing, Board of

FY18-19 Biennial Budget Change Item

Change Item Title: Small Agency Operating Increase

Fiscal Impact (\$000s)	FY 2018	FY 2019	FY 2020	FY 2021
General Fund				
Expenditures	0	0	0	0
Revenues	0	0	0	0
Other Funds				
Expenditures	64	109	109	109
Revenues	0	0	0	0
Net Fiscal Impact = (Expenditures – Revenues)	64	109	109	109
FTEs				

Recommendation:

The Governor recommends \$173,000 in FY 2018-19 and \$218,000 in FY 2020-21 from the state government special revenue fund to support additional salary and operating costs. This proposal will allow the board to maintain current services levels. With this increase, the board can fulfill its mission more effectively and efficiently. The amount recommended in FY 2018-19 represents a 2% increase to the board's base funding.

Rationale/Background:

The proposed increase anticipates rent increase as provided in current lease agreement, hardware and software purchases pursuant to an established replacement cycle, and increases in salaries and benefits.

The Board is entirely fee supported and receives no General Fund dollars to provide all services. Fees must be collected to cover direct and indirect expenditures, deposited as non-dedicated revenue into the State Government Special Revenue Fund (SGSRF). The Board is granted authority to use these fees by the Minnesota Legislature to pay for all expenses incurred by the Board. The board collects sufficient revenue to cover all expense and this change item increase.

Proposal:

Small Agency Increase:	FY2018	FY2019	FY2020	FY2021
Salary Increases (current staff increases)	\$51,000	\$96,000	\$96,000	\$96,000
Rent Increase (reflects small inflationary increases over seven year lease)	\$3,000	\$3,000	\$3,000	\$3,000
Equipment replacement	\$10,000	\$10,000	\$10,000	\$10,000
Total	\$64,000	\$109,000	\$109,000	\$109,000

Results:

The increase will provide the Board with sufficient staff resources and space to meet its mandate to protect the public and provide efficient government services.

Statutory Change(s):

N/A

Nursing, Board of

FY18-19 Biennial Budget Change Item

Change Item Title: Information Technology Services and Database Maintenance

Fiscal Impact (\$000s)	FY 2018	FY 2019	FY 2020	FY 2021
General Fund				
Expenditures	0	0	0	0
Revenues	0	0	0	0
Other Funds				
Expenditures	165	165	165	165
Revenues	0	0	0	0
Net Fiscal Impact = (Expenditures – Revenues)	165	165	165	165
FTEs				

Recommendation:

This Governor recommends \$330,000 biennially from the state government special revenue fund to pay for increasing information technology costs, as detailed below. The amount recommended biennially represents a 3.9% increase to the board's base funding.

Rationale/Background:

MN.IT's technology policies, service level agreements, and increased pricing for non-discretionary, essential technology products and services, require the following new expenses, which cannot be absorbed in the current base budget.

The Board is entirely fee supported and receives no General Fund dollars to provide all services. Fees must be collected to cover direct and indirect expenditures, deposited as non-dedicated revenue into the State Government Special Revenue Fund (SGSRF). The Board is granted authority to use these fees by the Minnesota Legislature to pay for all expenses incurred by the Board. The board collects sufficient revenue to cover all expense and this change item increase.

Proposal:

Due to increasing expenditures, particularly direct operational technology costs, additional funding is needed. Without additional funding, the agency's ability to support technology needs and services is severely compromised, putting the agency at risk and negatively impacting data security, business operations, and customer service. Adequate funding for mandatory MN.IT services is vital to the agency's efficiency and effectiveness.

Request for permanent funding for mandated, annual MN.IT costs:

1. Annual MN.IT switch hardware maintenance cost: \$7,000
2. Annual new database maintenance agreement cost: \$30,000
3. Ongoing MN.IT service increases including phone, voice mail, state email accounts for board members and staff, and Microsoft software license increases: \$16,000
4. MN.IT Costs – new rate system: \$53,000
5. Electronic Document Management System Maintenance Agreement: \$25,000
6. Criminal Background Checks Program data base costs: \$20,000

The increased appropriation is noted below for each investment explained above.

Additional Appropriation Request	FY 2018	FY 2019
Annual switch hardware maintenance	7,000	7,000
Annual new database maintenance agreement	30,000	30,000
Ongoing MN.IT service increases	16,000	16,000

Additional Appropriation Request	FY 2018	FY 2019
MN.IT rate costs	53,000	53,000
EDMS maintenance	25,000	25,000
MN.IT staff salary increases	8,000	8,000
Annual 4-year equipment replacement cycle	6,200	6,200
CBC data base	20,000	20,000
Total	165,200	165,200

Results:

The increased appropriation requested will produce the following critical results:

1. Provide the funding to maintain the Board's new database licensing system and online services, scheduled to be deployed in January 2017.
2. Provide the technology capacity to serve customers, ensure data security, and maintain effective and efficient business operations.
3. Continue the capacity for Board Members to conduct board business via state secured email accounts and state owned mobile electronic devices with efficiency and data security

Statutory Change(s):

N/A

Nursing, Board of

FY18-19 Biennial Budget Change Item

Change Item Title: Additional Staff

Fiscal Impact (\$000s)	FY 2018	FY 2019	FY 2020	FY 2021
General Fund				
Expenditures	0	0	0	0
Revenues	0	0	0	0
Other Funds				
Expenditures	332	340	340	340
Revenues	0	0	0	0
Net Fiscal Impact = (Expenditures – Revenues)	332	340	340	340
FTEs	4	4	4	4

Recommendation:

The Governor recommends \$672,000 in FY 2018-19 and \$680,000 in FY 2020-21 from the state government special revenue fund for additional staffing positions to keep Minnesotans safe and provide efficient government services. This appropriation increase will allow the Board to add 4.0 FTE for more efficient and effective licensing and customer service, respond to increased requests and requirements for data collection, analysis, reporting and dissemination and increased expectation of employers, health care systems, other state agencies, and legislators for Board participation in innovation in health care delivery, patient safety, and policy development.

The amount recommended in FY 2018-19 represents a 7.9% increase to the board's base funding.

Rationale/Background:

- Assistant Executive Director: The work of the agency has increased significantly in all major service areas (licensure, education, discipline, practice and data) resulting in increased administrative efforts. There is an increased expectation of the Board to be involved in activities related to workforce, policy development, responses to nursing practice issues, and a changing healthcare delivery system.
- Two Customer Service Specialists - Intermediate. The Board has not increased staff in the Operations group for over fifteen years; however, the number of licensees has increased from 87,000 nurses in 2001 to over 127,000 in 2016. This work group processes over 8,000 licensure applications annually as compared to approximately 1,300 in 2001; and 60,000 renewals. Additionally, nearly 8,000 advanced practice nurses are now licensed since 2015. Efficiencies attained through technology no longer meet the resultant increased work load. Wait times for responses to telephone and email have increased. The addition of criminal background checks as a requirement for applicants for licensure has increased the complexity of licensing.
- Research analyst: Data has become a major service area for the Board as requested by workforce planners, educators, legislators, other state and national entities and the media. Additionally, the public expects performance indicators to evidence how well the Board is meeting its mandate. Data analytics provide information for performance improvement, audits, workforce planning, national data systems as required by federal law, process efficiency, and evidence for regulation.

The Board is entirely fee supported and receives no General Fund dollars to provide all services. Fees must be collected to cover direct and indirect expenditures, deposited as non-dedicated revenue into the State Government Special Revenue Fund (SGSRF). The Board is granted authority to use these fees by the Minnesota Legislature to pay for all expenses incurred by the Board. The board collects sufficient revenue to cover all expense and this change item increase.

Proposal:

Additional staff:	FY2018	FY2019	FY2020	FY2021
Assistant Director	\$112,100	\$114,700	\$114,700	\$114,700
Research Analyst - Intermediate	\$83,800	\$88,500	\$88,500	\$88,500
2 Customer Service Specialists - Intermediate	\$136,300	\$137,000	\$137,000	\$137,000
Total	\$332,200	\$340,200	\$340,200	\$340,200

Results:

The increase will provide the Board with sufficient staff resources to meet its mandate to protect the public and provide efficient government services.

Statutory Change(s):

N/A

Nursing, Board of

FY18-19 Biennial Budget Change Item

Change Item Title: Discipline Case Management System Replacement

Fiscal Impact (\$000s)	FY 2018	FY 2019	FY 2020	FY 2021
General Fund				
Expenditures				
Revenues	0	0	0	0
Other Funds				
Expenditures	600	0	0	0
Revenues	0	0	0	0
Net Fiscal Impact = (Expenditures – Revenues)	600	0	0	0
Total FTEs	0	0	0	0

Recommendation:

The Governor recommends a one-time appropriation of \$600,000 in the state government special revenue fund to develop and deploy Phase II of a legacy regulatory management system. Phase I, an Elicensing system, was developed with funding from the Elicensing surcharge. Phase II is to replace the legacy Discipline Case Management System (DCMS) and integrate it with the new Automated Licensing System which will launch in January 2017. The goal for this phase is to build new modules to replace the legacy discipline case management system with the new technology in ALIMIS. At the end of this phase, the system should be free of legacy code with no need to switch between new and old systems.

The request is for a one-time appropriation which will not impact the base budget. The amount recommended in FY 2018 represents a 14.1% increase to the board's annual base funding.

Rationale/Background:

The current licensure and discipline case management system has been in production for over 20 years. The platform is outdated, many components are no longer sustainable and many functions are deficient. Of particular criticality is the reporting function, which is ineffective and does not produce meaningful, accurate data. Thus, the Board is unable to produce reports which can be used for audit, performance measurement, responses to requests for data and quality improvement.

The Board's replacement project has been defined in three Phases. Phase I is the replacement of the old licensing Online Services system, and Phase II is replacement of the outdated Discipline Case Management System. Completion of Phase I and Phase II will result in an integrated license and discipline case management system designed to complete the licensing system replacement project the Board of Nursing needs to migrate the outdated and ineffective Discipline Case Management System to the new ALIMIS platform.

The Board is entirely fee supported and receives no General Fund dollars to provide all services. Fees must be collected to cover direct and indirect expenditures, deposited as non-dedicated revenue into the State Government Special Revenue Fund (SGSRF). The Board is granted authority to use these fees by the Minnesota Legislature to pay for all expenses incurred by the Board. The board collects sufficient revenue to cover all expense and this change item increase.

Proposal:

This proposal is to extend the existing contractor for Phase I of the Elicensing work on Phase I of the Nursing Board licensing project, to perform the work on Phase II of the project. Phase II of the project will provide the following functionality in ALIMIS Discipline Case Management: Intake and coding of a complaint; Investigation; Conferences and hearings; Board administrative and disciplinary actions; Compliance monitoring; Non-compliance processing; Case resolution; Archiving; and Reporting. The estimated start date of Phase II is July 2017 with an estimated completion date of February 2018.

IT Related Proposals:

The purpose of the funding recommendation is to develop and deploy Phase II, Discipline Case Management System, integrated with Phase I, Licensure System, which will be deployed January 17.

Ongoing cost in FY20-21 is a support and maintenance contract at \$30,000.

Results:

The deployment of an integrated, up-to-date technology solution for a discipline case management system will improve efficiency, data analytics, and work product. The results will be measured by using a detailed project management plan that will have defined deliverables as noted in the Proposal section above. The deliverables will be reviewed and approved by Board of Nursing staff to ensure that requirements have been met.

Statutory Change(s):

Not applicable.

Nursing, Board of

FY18-19 Biennial Budget Change Item

Change Item Title: Increased Work Space, Rent, and Remodel Costs

Fiscal Impact (\$000s)	FY 2018	FY 2019	FY 2020	FY 2021
General Fund				
Expenditures	0	0	0	0
Revenues	0	0	0	0
Other Funds				
Expenditures	1,194	144	144	144
Revenues	0	0	0	0
Net Fiscal Impact = (Expenditures – Revenues)	1,194	144	144	144
FTEs	0	0	0	0

Recommendation:

The Governor recommends \$1.338 million in FY 2018-19 and \$144,000 in FY 2020-21 from the state government special revenue fund to remodel and furnish new office space and for ongoing rent costs, as detailed below. Current office space is insufficient for staffing levels necessary at the board. The amount recommended in FY 2018-19 represents a 31.5% increase to the board's base.

Rationale/Background:

The current office space is insufficient for present and future staffing. As staff size and office needs have grown the Board has reconfigured space but still does not have sufficient space for current or future staffing levels. The conference areas are insufficient for the Board's needs. Some personnel are housed in a conference room, the library and waiting rooms. The Board needs additional discipline hearing rooms to accommodate the number and timeliness of discipline conferences to address nursing practice complaints. The Board is currently in a lease until 2021. It is more economical and less disruptive to business to relocate to another space in the building rather than restructure existing space. It is not possible to reconfigure the current space in any way to add additional staff space. The present conference room space is insufficient to house Board members, staff and public.

The Board is entirely fee supported and receives no General Fund dollars to provide all services. Fees must be collected to cover direct and indirect expenditures, deposited as non-dedicated revenue into the State Government Special Revenue Fund (SGSRF). The Board is granted authority to use these fees by the Minnesota Legislature to pay for all expenses incurred by the Board. The board collects sufficient revenue to cover all expense and this change item increase.

Proposal:

The Board currently rents 11,063 square feet and wishes to increase square footage by approximately 7,000 square feet.

Rent and Remodel:	FY2018	FY2019	FY2020	FY2021
Rent of additional space <ul style="list-style-type: none"> 4000 square feet x \$20.57 4000 square feet x \$20.97 	\$82,280	\$83,880	\$83,880	\$83,880
One-time buildout and furnishings	\$300,000	0	0	0
Rent of additional space (11,062 square feet in current space and 14,138 square feet is one full floor in this building; difference is 3,076 square feet) <ul style="list-style-type: none"> Fy2016: \$18.97 per sq. ft. X 3,076 sq. ft. = \$58,351.72 Fy2017: \$19.37 per sq. ft. X 3,076 sq. ft. = \$59,582.12 Fy2018: \$19.77 per sq. ft. X 3,076 sq. ft. = \$60,812.52 	\$60,000	\$60,000	\$60,000	\$60,000

Rent and Remodel:	FY2018	FY2019	FY2020	FY2021
Furniture (\$3,500 per station X 45 employee stations)	\$157,500	0	0	
Remodel: based on recent remodeling experiences in this building, \$42 per square foot to remodel a vacant space or \$100 per square foot to remodel existing space. \$42 X 14,138 sq. ft. = \$593,796 and \$100 X 14,138 sq. ft. = \$1,413,800	\$594,000	0	0	

Results:

Space to accommodate current staffing needs and future growth. Creating additional discipline hearing rooms will allow staff to increase the number of discipline conferences and address complaints of nursing practice more timely.

Statutory Change(s):

No statutory change.

Nursing, Board of

FY18-19 Biennial Budget Change Item

Change Item Title: MN.IT Staff Move

Fiscal Impact (\$000s)	FY 2018	FY 2019	FY 2020	FY 2021
General Fund				
Expenditures	0	0	0	0
Revenues	0	0	0	0
Other Funds				
Expenditures	(218)	(218)	(218)	(218)
Revenues	0	0	0	0
Net Fiscal Impact = (Expenditures – Revenues)	(218)	(218)	(218)	(218)
FTEs	(2)	(2)	(2)	(2)

Recommendation:

The Governor recommends a base reduction at the Board of Nursing of \$436,000 biennially to support a shift of funds used to cover the cost of MN.IT at HLB IT staff. Currently IT staff are paid from budgets under the Administrative Services Unit, Board of Social Work, Board of Medical Practice and Board of Nursing. As a result of MN.IT enterprise solution merge, the Health Related Licensing Boards (HLB) request to merge all MN.IT at HLB IT shared staff and related spending to one IT Unit within the Administrative Services Unit.

Rationale/Background:

- MN.IT Services consolidation plan included moving state agency IT staff to MN.IT at HLB. The Health Related licensing boards want to merge funds used to pay for IT staff from individual boards budgets to the Administrative Services Unit IT budget. The IT staff now provide services to all 18 of the boards and are no longer providing services to a specific board.
- MN.IT at HLB IT staff consists of: 3 FTE's under the Administrative Services Unit, 1 FTE under Social Work, 2 FTE under Medical Practice and 2 FTE under Nursing.
- Through additional changes at MN.IT – 2 FTE under Administrative Services Unit, 1 FTE under Medical Practice will be moved to the new MN.IT rate Plan. That leaves the additional 5 FTE to be moved into one funding pool under ASU.
- This requests moves funds used to pay for MN.IT at HLB staff salaries from the Board of Social Work, Medical Practice and Nursing to the Administrative Services Unit.
- This request follows the enterprise solution as MN.IT has established an enterprise solution and moved staff to MN.IT central. The HLB's request to move all IT staff under the Administrative Services Unit.
- The current base budget for IT staff at Social Work is \$98,000 and at Nursing is \$218,000 and at Medical Practice is \$119,000, totaling \$435,000. The combined base budget is no longer sufficient to cover projected salaries. IT positions have been reallocated at higher levels. The based budget under these three boards is not sufficient. We are requesting to move staff under ASU and also increase the base budgets to continually fund these positions. Current base budget is short by \$109,000 in FY 18 and \$119,000 in FY 2019. This request reduces if need the base budget for Social Work, Nursing and Medical Practice and increases the Administrative Services Units base budget.
- ASU's current IT base budget is \$366,000. The request is for an increase of \$544,000 in FY 18 and \$554,000 in FY 19 for MN.IT at HLB IT Staff. This increase is will cover the additional amount needed to fund a combined HLB IT unit.
- This cost will be paid by the boards from fee revenue within the state government special revenue fund; the State's General Fund will not be impacted.

This request would be funded by fees collected by the health related licensing boards and deposited within the state government special revenue fund; the State's General Fund will not be impacted. Currently there are sufficient funds in the state government special revenue to cover the costs. The Board's is entirely fee supported and receives no General Fund dollars to provide all services.

Proposal:

ASU seeks a base budget increase of \$544,000 in FY 2018 and \$554,000 each year thereafter from the state government special revenue fund. This proposal also reduces state government special revenue fund appropriations at the Medical Practice Board totaling \$119,000 annually, at the Nursing Board totaling \$218,000 annually, and at the Social Work Board totaling \$98,000 annually. The net cost of this proposal, then, is \$109,000 in FY 2018 and \$119,000 each year thereafter, to fully budget for the actual cost of these 5.0 FTE.

This Increase will be used by ASU to:

- Cover salary and fringe costs of 5 FTE's at ASU for MN.IT at HLB IT staff.
- This increase will cover the costs anticipated by the eighteen health and non-health related boards listed below.

IT Salary Costs at agency:

Position	Board Name	FY 2014-2017 Base Budget	FY 2016 Actual Paid	FY 2017 Est Costs	FY 2018 Est Costs	FY 2019 Est Costs	FY 2018 Base Adjustment	FY 2019 Base Adjustment
Info System Manager	ASU	\$142,000	\$150,521	\$161,993	\$163,233	\$164,482	\$21,233	\$22,482
IT 4	Medical Practice	\$119,000	\$131,305	\$131,891	\$133,012	\$134,143	\$14,012	\$15,143
IT 3	Nursing	\$99,000	\$111,000	\$120,424	\$121,592	\$122,771	\$22,592	\$23,771
IT 5	Nursing	\$119,000	\$82,513	\$144,280	\$144,743	\$145,973	\$25,743	\$26,973
IT 4	Social Work	\$98,000	\$110,811	\$118,746	\$123,675	\$128,809	\$25,675	\$30,809
Total		\$577,000	\$586,150	\$677,334	\$686,255	\$696,178	\$109,255	\$119,178

IT Salary Costs moved to rates:

Position	Board Name	FY 2014-2017 Base Budget	FY 2016 Actual Paid	FY 2017 Est Costs	FY 2018 Est Costs	FY 2019 Est Costs	FY 2018 Base Adjustment	FY 2019 Base Adjustment
IT 4	Medical Practice	\$67,000	\$73,797	\$80,000				
IT 1	ASU	\$55,000	\$57,731	\$62,150	\$64,411	\$66,754		
IT 3	ASU	\$76,000	\$80,720	\$86,500				
Total		\$198,000	\$212,248	\$228,650				

The request for increase is the difference between our Base Budget FY 2014-2017 vs Estimate costs for FY 2018 and FY 2019.

Results:

- The Boards anticipate little or no impact on the Board's licensing program as a result of migration MN.IT at HLB IT staff into one MN.at one IT data center.

Statutory Change(s):

No statutory change is required for this initiative.