



Douglas A. Ducey,
Governor

Arizona State Board of
Podiatry Examiners
"Protecting the Public's Health"

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August 25, 2016

The Honorable Douglas A. Ducey
Governor of Arizona
1700 West Washington Street
Phoenix, Arizona 85007

Re: Fiscal Year 2018 Budget Submission

Dear Governor Ducey:

Thank you for your tireless efforts as the Governor of the great State of Arizona. Please accept the Arizona State Board Podiatry's ("Board") fiscal year 2018 budget submission. This year's budget submission includes:

- The Board's organizational chart;
- The Board's operating budget request;
- Justifications for:
 - Seasonal/Temporary staff;
 - External Legal Services expenditure;
 - Equipment expenditure;
- Justification for the Statewide Licensing Solution Funding Issue;
- Five-year Strategic Plan; and
- Master List of State Government Programs.

As always, I am available to discuss any of the aforementioned, if any questions or concerns arise. Please feel free to contact me at 602.542.8151 or ryan.edmonson@podiatry.az.gov

Respectfully,

A handwritten signature in black ink, appearing to read "Ryan Edmonson".

Ryan P. Edmonson
Executive Director



State of Arizona Budget Request

State Agency

State Board of Podiatry Examiners

A.R.S. Citation: **32-801 et seq**

Appropriated Funds	FY 2017 Expd. Plan	FY 2018 Fund. Issue	FY 2018 Total Budget
Total Amount Requested:	148.4	24.0	172.4
Podiatry Examiners Board Fund	148.4	24.0	172.4

Governor DUCEY:

This and the accompanying budget schedules, statements and explanatory information constitute the operating budget request for this agency for Fiscal Year 2018.

To the best of my knowledge all statements and explanations contained in the estimates submitted are true and correct.

Agency Head: **Ryan P. Edmonson**

Title: **Executive Director**

(signature)

Phone: **(602) 542-8151**

Prepared By: **Ryan P. Edmonson**

Email Address: **ryan.edmonson@podiatry.az.gov**

Date Prepared: **Thursday, August 18, 2016**

Revenue Schedule

Agency: POA State Board of Podiatry Examiners
Fund: 1000 General Fund

AFIS Code	Category of Receipt and Description	FY 2016	FY 2017	FY 2018
4312	EXAMINATION FEES	1.0	1.0	1.0
4415	OCCUPATIONAL AND PROFESSIONAL LICENSES	15.4	15.4	15.4
4519	OTHER FINES OR FORFEITURES OR PENALTIES	0.1	0.1	0.1
4699	MISCELLANEOUS RECEIPTS	0.1	0.1	0.1
Fund Total:		16.6	16.6	16.6

Revenue Schedule

Agency: POA State Board of Podiatry Examiners
Fund: 2055 Podiatry Examiners Board Fund

AFIS Code	Category of Receipt and Description	FY 2016	FY 2017	FY 2018
4312	EXAMINATION FEES	9.3	9.3	9.3
4415	OCCUPATIONAL AND PROFESSIONAL LICENSES	138.5	138.5	138.5
4519	OTHER FINES OR FORFEITURES OR PENALTIES	1.2	1.2	1.2
4699	MISCELLANEOUS RECEIPTS	0.9	0.9	0.9
Fund Total:		149.9	149.9	149.9

Sources and Uses of Funds

Agency:	POA State Board of Podiatry Examiners
Fund:	2055 Podiatry Examiners Board Fund

Cash Flow Summary	Actual FY 2016	Estimate FY 2017	Estimate FY 2018
Balance Forward from Prior Year	155.7	177.8	174.3
Revenue (From Revenue Schedule)	149.9	149.9	149.9
Total Available	305.6	327.7	324.2
Total Appropriated Disbursements	127.8	153.4	172.4
Total Non-Appropriated Disbursements	0.0	0.0	0.0
Balance Forward to Next Year	177.8	174.3	151.8

Appropriated Expenditure	Actual FY 2016	Estimate FY 2017	Estimate FY 2018
Expenditure Categories			
Personal Services	68.7	76.5	76.5
Employee Related Expenses	24.2	27.9	27.9
Prof. And Outside Services	10.5	18.0	18.0
Travel - In State	3.4	5.0	5.0
Travel - Out of State	0.0	5.0	5.0
Food	0.0	0.0	0.0
Aid to Organizations and Individuals	0.0	0.0	0.0
Other Operating Expenses	11.4	16.0	40.0
Equipment	0.3	0.0	0.0
Capital Outlay	0.0	0.0	0.0
Debt Service	0.0	0.0	0.0
Cost Allocation	0.0	0.0	0.0
Transfers	0.0	0.0	0.0
Expenditure Categories Total:	118.5	148.4	172.4
Non-Lapsing Authority from Prior Years	0.0	0.0	0.0
Administrative Adjustments	9.3	5.0	0.0
Capital Projects (Land, Buildings,Improvements)	0.0	0.0	0.0
Appropriated 27th Pay Roll	0.0	0.0	0.0
Legislative Fund Transfers	0.0	0.0	0.0
Appropriated Expenditure Total:	127.8	153.4	172.4
Appropriated FTE:	1.0	1.0	1.0

Fund Justification

Justification:

Fund Description

Source:	Revenue provided from the new licenses and renewals..
Use:	Maintaing the operation of the board.
OSPB:	Revenues are from the fees, fines, and other revenues received by the Board of Podiatry Examiners, and are used to license and regulate podiatrists.

Funding Issues List

Agency: POA State Board of Podiatry Examiners

FY 2018

Priority	Funding Issue Title	Category	Total FTE	Total Amount	General Fund	Other Funds	Non-App Funds
1	Statewide Licensing Solution	Decision Pack	0.0	24.0	0.0	24.0	0.0
	Total:		0.0	24.0	0.0	24.0	0.0
	Decision Package Total:		0.0	24.0	0.0	24.0	0.0

Funding Issue Detail

Agency: POA State Board of Podiatry Examiners

Issue: 1 Statewide Licensing Solution **Issue Category:** Decision Package

Justification: Please see attached.

Program: 1-1 Licensing and Regulation
Fund: 2055-A Podiatry Examiners Board (Appropriated)

Calculated ERE: \$0.00
Uniform Allowance: \$0.00

Justification:

Expenditure Categories	FY 2018
FTE	0.0
Personal Services	0.0
Employee Related Expenses	0.0
Subtotal Personal Services and ERE:	0.0
Professional & Outside Services	0.0
Travel In-State	0.0
Travel Out-of-State	0.0
Food (Library for Universities)	0.0
Aid to Organizations & Individuals	0.0
Other Operating Expenditures	24.0
Equipment	0.0
Capital Outlay	0.0
Debt Services	0.0
Cost Allocation	0.0
Transfers	0.0
Program / Fund Total:	24.0

Summary of Expenditure and Budget Request for All Funds

Agency: POA State Board of Podiatry Examiners

Appropriated

		FY 2016 Actual	FY 2017 Expd. Plan	FY 2018 Fund. Issue	FY 2018 Total
Cost Center/Program:					
1	Licensing and Regulation	118.5	148.4	24.0	172.4
		<hr/>	<hr/>	<hr/>	<hr/>
		118.5	148.4	24.0	172.4
Expenditure Categories					
	FTE	1.0	1.0	0.0	1.0
	Personal Services	68.7	76.5	0.0	76.5
	Employee Related Expenses	24.2	27.9	0.0	27.9
	Professional and Outside Services	10.5	18.0	0.0	18.0
	Travel In-State	3.4	5.0	0.0	5.0
	Travel Out of State	0.0	5.0	0.0	5.0
	Food (Library for Universities)	0.0	0.0	0.0	0.0
	Aid to Organizations and Individuals	0.0	0.0	0.0	0.0
	Other Operating Expenses	11.4	16.0	24.0	40.0
	Equipment	0.3	0.0	0.0	0.0
	Capital Outlay	0.0	0.0	0.0	0.0
	Debt Service	0.0	0.0	0.0	0.0
	Cost Allocation	0.0	0.0	0.0	0.0
	Transfers	0.0	0.0	0.0	0.0
Expenditure Categories Total:		<hr/>	<hr/>	<hr/>	<hr/>
		118.5	148.4	24.0	172.4

Summary of Expenditure and Budget Request for All Funds

Agency: POA State Board of Podiatry Examiners

Agency Total for All Funds:	118.5	148.4	24.0	172.4			
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Summary of Expenditure and Budget Request for Selected Funds

Agency:	POA	State Board of Podiatry Examiners
Fund:	2055	Podiatry Examiners Board (Appropriated)

	FY 2016 Actual	FY 2017 Expd. Plan	FY 2018 Fund. Issue	FY 2018 Total
Cost Center/Program:				
1 Licensing and Regulation	118.5	148.4	24.0	172.4
	118.5	148.4	24.0	172.4
Expenditure Categories				
FTE	1.0	1.0	0.0	1.0
Personal Services	68.7	76.5	0.0	76.5
Employee Related Expenses	24.2	27.9	0.0	27.9
Professional and Outside Services	10.5	18.0	0.0	18.0
Travel In-State	3.4	5.0	0.0	5.0
Travel Out of State	0.0	5.0	0.0	5.0
Food (Library for Universities)	0.0	0.0	0.0	0.0
Aid to Organizations and Individuals	0.0	0.0	0.0	0.0
Other Operating Expenses	11.4	16.0	24.0	40.0
Equipment	0.3	0.0	0.0	0.0
Capital Outlay	0.0	0.0	0.0	0.0
Debt Service	0.0	0.0	0.0	0.0
Cost Allocation	0.0	0.0	0.0	0.0
Transfers	0.0	0.0	0.0	0.0
Expenditure Categories Total:	118.5	148.4	24.0	172.4
Fund Total:	118.5	148.4	24.0	172.4

Summary of Expenditure and Budget Request for Selected Funds

Agency:	POA	State Board of Podiatry Examiners
Fund:	2055	Podiatry Examiners Board (Appropriated)

	FY 2016 Actual	FY 2017 Expd. Plan	FY 2018 Fund. Issue	FY 2018 Total
Agency Total for Selected Funds	118.5	148.4	24.0	172.4

Program Summary of Expenditures and Budget Request

Agency:	POA	State Board of Podiatry Examiners
Program:	1	Licensing and Regulation

	FY 2016 Actual	FY 2017 Expd. Plan	FY 2018 Fund. Issue	FY 2018 Total
Program Summary				
1-1 Licensing and Regulation	118.5	148.4	24.0	172.4
Program Summary Total:	118.5	148.4	24.0	172.4
Expenditure Categories				
0000 FTE Positions	1.0	1.0	0.0	1.0
6000 Personal Services	68.7	76.5	0.0	76.5
6100 Employee Related Expenses	24.2	27.9	0.0	27.9
6200 Professional and Outside Services	10.5	18.0	0.0	18.0
6500 Travel In-State	3.4	5.0	0.0	5.0
6600 Travel Out of State	0.0	5.0	0.0	5.0
6700 Food (Library for Universities)	0.0	0.0	0.0	0.0
6800 Aid to Organizations and Individuals	0.0	0.0	0.0	0.0
7000 Other Operating Expenses	11.4	16.0	24.0	40.0
8000 Equipment	0.3	0.0	0.0	0.0
8100 Capital Outlay	0.0	0.0	0.0	0.0
8600 Debt Service	0.0	0.0	0.0	0.0
9000 Cost Allocation	0.0	0.0	0.0	0.0
9100 Transfers	0.0	0.0	0.0	0.0
Expenditure Categories Total:	118.5	148.4	24.0	172.4
Fund Source				
Appropriated Funds				
2055-A Podiatry Examiners Board (Appropriated)	118.5	148.4	24.0	172.4
Fund Source Total:	118.5	148.4	24.0	172.4

Program Group Summary of Expenditures and Budget Request for Selected Funds

Agency:	POA	State Board of Podiatry Examiners
Program:	1	Licensing and Regulation

	FY 2016 Actual	FY 2017 Expd. Plan	FY 2018 Fund. Issue	FY 2018 Total
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Fund:	2055-A	Podiatry Examiners Board (Appropriated)
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Program Expenditures

COST CENTER/PROGRAM BUDGET UNIT

1-1	Licensing and Regulation	118.5	148.4	24.0	172.4
	Total	118.5	148.4	24.0	172.4

Appropriated Funding

Expenditure Categories

FTE Positions	1.0	1.0	0.0	1.0
Personal Services	68.7	76.5	0.0	76.5
Employee Related Expenses	24.2	27.9	0.0	27.9
Professional and Outside Services	10.5	18.0	0.0	18.0
Travel In-State	3.4	5.0	0.0	5.0
Travel Out of State	0.0	5.0	0.0	5.0
Food (Library for Universities)	0.0	0.0	0.0	0.0
Aid to Organizations and Individuals	0.0	0.0	0.0	0.0
Other Operating Expenses	11.4	16.0	24.0	40.0
Equipment	0.3	0.0	0.0	0.0
Capital Outlay	0.0	0.0	0.0	0.0
Debt Service	0.0	0.0	0.0	0.0
Cost Allocation	0.0	0.0	0.0	0.0
Transfers	0.0	0.0	0.0	0.0

Expenditure Categories Total:	118.5	148.4	24.0	172.4
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Fund 2055-A Total:	118.5	148.4	24.0	172.4
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Program 1 Total:	118.5	148.4	24.0	172.4
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Program Budget Unit Summary of Expenditures and Budget Request for All Funds

Agency:	POA	State Board of Podiatry Examiners
Program:	1-1	Licensing and Regulation

Expenditure Categories	FY 2016 Actual	FY 2017 Expd. Plan	FY 2018 Fund. Issue	FY 2018 Total
0000 FTE	1.0	1.0	0.0	1.0
6000 Personal Services	68.7	76.5	0.0	76.5
6100 Employee Related Expenses	24.2	27.9	0.0	27.9
6200 Professional and Outside Services	10.5	18.0	0.0	18.0
6500 Travel In-State	3.4	5.0	0.0	5.0
6600 Travel Out of State	0.0	5.0	0.0	5.0
6700 Food (Library for Universities)	0.0	0.0	0.0	0.0
6800 Aid to Organizations and Individuals	0.0	0.0	0.0	0.0
7000 Other Operating Expenses	11.4	16.0	24.0	40.0
8000 Equipment	0.3	0.0	0.0	0.0
8100 Capital Outlay	0.0	0.0	0.0	0.0
8600 Debt Service	0.0	0.0	0.0	0.0
9000 Cost Allocation	0.0	0.0	0.0	0.0
9100 Transfers	0.0	0.0	0.0	0.0
Expenditure Categories Total:	118.5	148.4	24.0	172.4
Fund Source				
Appropriated Funds				
2055-A Podiatry Examiners Board (Appropriated)	118.5	148.4	24.0	172.4
	118.5	148.4	24.0	172.4
Fund Source Total:	118.5	148.4	24.0	172.4

Program Budget Unit Summary of Expenditures and Budget Request for Selected Funds

Agency: POA State Board of Podiatry Examiners		FY 2016	FY 2017	FY 2018	FY 2018
		Actual	Expd. Plan	Fund. Issue	Total
Program: 1-1 Licensing and Regulation					
Fund: 2055-A Podiatry Examiners Board Fund					
Appropriated					
0000	FTE	1.0	1.0	0.0	1.0
6000	Personal Services	68.7	76.5	0.0	76.5
6100	Employee Related Expenses	24.2	27.9	0.0	27.9
6200	Professional and Outside Services	10.5	18.0	0.0	18.0
6500	Travel In-State	3.4	5.0	0.0	5.0
6600	Travel Out of State	0.0	5.0	0.0	5.0
6700	Food (Library for Universities)	0.0	0.0	0.0	0.0
6800	Aid to Organizations and Individuals	0.0	0.0	0.0	0.0
7000	Other Operating Expenses	11.4	16.0	24.0	40.0
8000	Equipment	0.3	0.0	0.0	0.0
8100	Capital Outlay	0.0	0.0	0.0	0.0
8600	Debt Service	0.0	0.0	0.0	0.0
9000	Cost Allocation	0.0	0.0	0.0	0.0
9100	Transfers	0.0	0.0	0.0	0.0
Appropriated Total:		118.5	148.4	24.0	172.4
Fund Total:		118.5	148.4	24.0	172.4
Program Total For Selected Funds:		118.5	148.4	24.0	172.4

Program Expenditure Schedule

Agency:	POA	State Board of Podiatry Examiners
Program:	1-1	Licensing and Regulation

Expenditure Category	FY 2016 Actual	FY 2017 Expd. Plan
FTE Positions		
FTE	1.0	1.0
Expenditure Category Total	1.0	1.0
Fund Source		
Appropriated		
2055-A Podiatry Examiners Board (Appropriated)	1.0	1.0
Fund Source Total	1.0	1.0

Expenditure Category	FY 2016 Actual	FY 2017 Expd. Plan
Personal Services		
Personal Services	62.2	70.0
Boards and Commissions	6.5	6.5
Expenditure Category Total	68.7	76.5
Fund Source		
Appropriated		
2055-A Podiatry Examiners Board (Appropriated)	68.7	76.5
Fund Source Total	68.7	76.5

Expenditure Category	FY 2016 Actual	FY 2017 Expd. Plan
Employee Related Expenses		
Employee Related Expenses	24.2	27.9
Expenditure Category Total	24.2	27.9
Fund Source		
Appropriated		
2055-A Podiatry Examiners Board (Appropriated)	24.2	27.9
Fund Source Total	24.2	27.9

Expenditure Category	FY 2016 Actual	FY 2017 Expd. Plan
Professional & Outside Services		
Professional and Outside Services	0.0	0.0
External Prof/Outside Serv Budg And Appn	0.0	0.0
External Investment Services	0.0	0.0
Other External Financial Services	0.0	0.0
Attorney General Legal Services	0.0	0.0
External Legal Services	0.0	0.0
External Engineer/Architect Cost - Exp	0.0	0.0
External Engineer/Architect Cost- Cap	0.0	0.0
Other Design	0.0	0.0
Temporary Agency Services	0.0	7.8
Hospital Services	0.0	0.0
Other Medical Services	0.0	0.0
Institutional Care	0.0	0.0
Education And Training	0.6	0.2

Program Expenditure Schedule

Agency:	POA	State Board of Podiatry Examiners
Program:	1-1	Licensing and Regulation

Expenditure Category	FY 2016 Actual	FY 2017 Expd. Plan
Professional & Outside Services		
Vendor Travel	0.0	0.0
Professional & Outside Services Excluded from Cost Alloca	0.0	0.0
Vendor Travel - Non Reportable	0.0	0.0
External Telecom Consulting Services	0.0	0.0
Non - Confidential Specialist Fees	0.0	0.0
Confidential Specialist Fees	0.0	0.0
Outside Actuarial Costs	0.0	0.0
Other Professional And Outside Services	9.9	10.0
Expenditure Category Total	10.5	18.0
Fund Source		
Appropriated		
2055-A Podiatry Examiners Board (Appropriated)	10.5	18.0
	10.5	18.0
Fund Source Total	10.5	18.0

Expenditure Category	FY 2016 Actual	FY 2017 Expd. Plan
Travel In-State		
Travel In-State	3.4	5.0
Expenditure Category Total	3.4	5.0
Fund Source		
Appropriated		
2055-A Podiatry Examiners Board (Appropriated)	3.4	5.0
	3.4	5.0
Fund Source Total	3.4	5.0

Expenditure Category	FY 2016 Actual	FY 2017 Expd. Plan
Travel Out-of-State		
Travel Out of State	0.0	5.0
Expenditure Category Total	0.0	5.0
Fund Source		
Appropriated		
2055-A Podiatry Examiners Board (Appropriated)	0.0	5.0
	0.0	5.0
Fund Source Total	0.0	5.0

Expenditure Category	FY 2016 Actual	FY 2017 Expd. Plan
Food (Library for Universities)		
Food (Library for Universities)	0.0	0.0
Expenditure Category Total	0.0	0.0

Expenditure Category	FY 2016 Actual	FY 2017 Expd. Plan
Aid to Organizations & Individuals		
Aid to Organizations and Individuals	0.0	0.0

Program Expenditure Schedule

Agency:	POA	State Board of Podiatry Examiners
Program:	1-1	Licensing and Regulation

Expenditure Category	FY 2016 Actual	FY 2017 Expd. Plan
Aid to Organizations & Individuals		
Expenditure Category Total	0.0	0.0

Expenditure Category	FY 2016 Actual	FY 2017 Expd. Plan
Other Operating Expenditures		
Other Operating Expenditures	0.0	0.0
Insurance & Related Charges	1.0	1.0
Information Technology Services	2.1	2.1
Utilities	0.0	0.0
Non-Building or Land Rent	0.0	0.0
Building Rent Charges to State Agencies	4.4	4.4
COP Building Rent Charges to State Agencies	0.0	0.0
Rental of Land & Buildings	0.0	0.0
Interest Payments	0.0	0.0
Internal Acct, Budgeting and Financial Svcs.	0.0	0.0
Payments for Internal Services	0.0	0.0
Repair & Maintenance	0.0	0.0
Software Support and Maintenance	0.0	0.0
Operating Supplies	1.0	2.0
Resale Supplies	0.0	0.0
Sales of Assets	0.0	0.0
Conference, Education & Training	0.7	2.5
Advertising	0.0	0.0
Printing & Photography	0.0	0.0
Postage & Delivery	1.2	2.0
Miscellaneous Operating	1.0	2.0
Depreciation Expense	0.0	0.0
Expenditure Category Total	11.4	16.0

Fund Source		
Appropriated		
2055-A Podiatry Examiners Board (Appropriated)	11.4	16.0
Fund Source Total	11.4	16.0

Expenditure Category	FY 2016 Actual	FY 2017 Expd. Plan
Equipment		
Vehicles - Capital Leases	0.0	0.0
Furniture - Capital Leases	0.0	0.0
EDP Equipment - Mainframe - Capital Leases	0.0	0.0
EDP Equipment - Midrange - Capital Leases	0.0	0.0
EDP Equipment - PCs/LAN - Capital Leases	0.0	0.0
Telecommunication Equipment - Capital Leases	0.0	0.0
Other Equipment - Capital Leases	0.0	0.0
Capital Equipment Purchases	0.0	0.0
Vehicles - Non-Capital	0.0	0.0
Furniture - Non-Capital	0.0	0.0
EDP Equipment - Mainframe - Non-Capital	0.0	0.0

Program Expenditure Schedule

Agency:	POA	State Board of Podiatry Examiners
Program:	1-1	Licensing and Regulation

Expenditure Category	FY 2016 Actual	FY 2017 Expd. Plan
Equipment		
Telecommunication Equipment - Non Capital	0.0	0.0
Other Equipment - Non-Capital	0.3	0.0
Purchased Or Licensed Software/Website	0.0	0.0
Internally Generated Software/Website	0.0	0.0
Expenditure Category Total	0.3	0.0

Fund Source		
Appropriated		
2055-A Podiatry Examiners Board (Appropriated)	0.3	0.0
Fund Source Total	0.3	0.0

Expenditure Category	FY 2016 Actual	FY 2017 Expd. Plan
Capital Outlay		
Capital Outlay	0.0	0.0
Expenditure Category Total	0.0	0.0

Expenditure Category	FY 2016 Actual	FY 2017 Expd. Plan
Debt Services		
Debt Service	0.0	0.0
Expenditure Category Total	0.0	0.0

Expenditure Category	FY 2016 Actual	FY 2017 Expd. Plan
Cost Allocation		
Cost Allocation	0.0	0.0
Expenditure Category Total	0.0	0.0

Expenditure Category	FY 2016 Actual	FY 2017 Expd. Plan
Transfers		
Transfers	0.0	0.0
Expenditure Category Total	0.0	0.0

Classification Listing			
Class Code	Title	Grade	Total FTE
AUN05	PO EXECUTIVE DIRECTOR	E1	1.0

Employee Retirement Coverage			
Retirement System	FTE	Personal Services	Fund#
State Retirement System	1.0	70.0	2055-A

Program Expenditure Schedule

Agency: POA State Board of Podiatry Examiners

Program: 1-1 Licensing and Regulation

Combined Regular & Elected Positions At/Above
FICA Maximum of \$118,500

Total FTE	Personal Services	FTE's not eligible for Health, Dental & Life
0.0	0.0	0.0

Administrative Costs

Agency: POA State Board of Podiatry Examiners

Administrative Costs Summary

Common Administrative Area	FY 2018
Other Central Administration	0.0
Business and Finance	1.5
Information Technology	1.0
Human Resources	1.0
Director's Office	5.0
Administrative Costs Total:	8.5

Administrative Cost / Total Expenditure Ratio

	Request	Admin %
FY 2018	172.4	4.9%

Administrative Costs Detail

Common Administrative Area Administrative Activity	Admin Costs %	Program Costs %	Discussion
Director's Office			
Accounts Payable	1.0	99.0	
Writing and submitting reports for other state agencies	1.0	99.0	
Other office and joint office administrative duties	3.0	97.0	
Human Resources			
Dissemination of information to the public	1.0	99.0	
Information Technology			
Website maintenance	1.0	99.0	
Business and Finance			
General Accounting	1.0	99.0	
Legislative liaison	0.5	99.5	



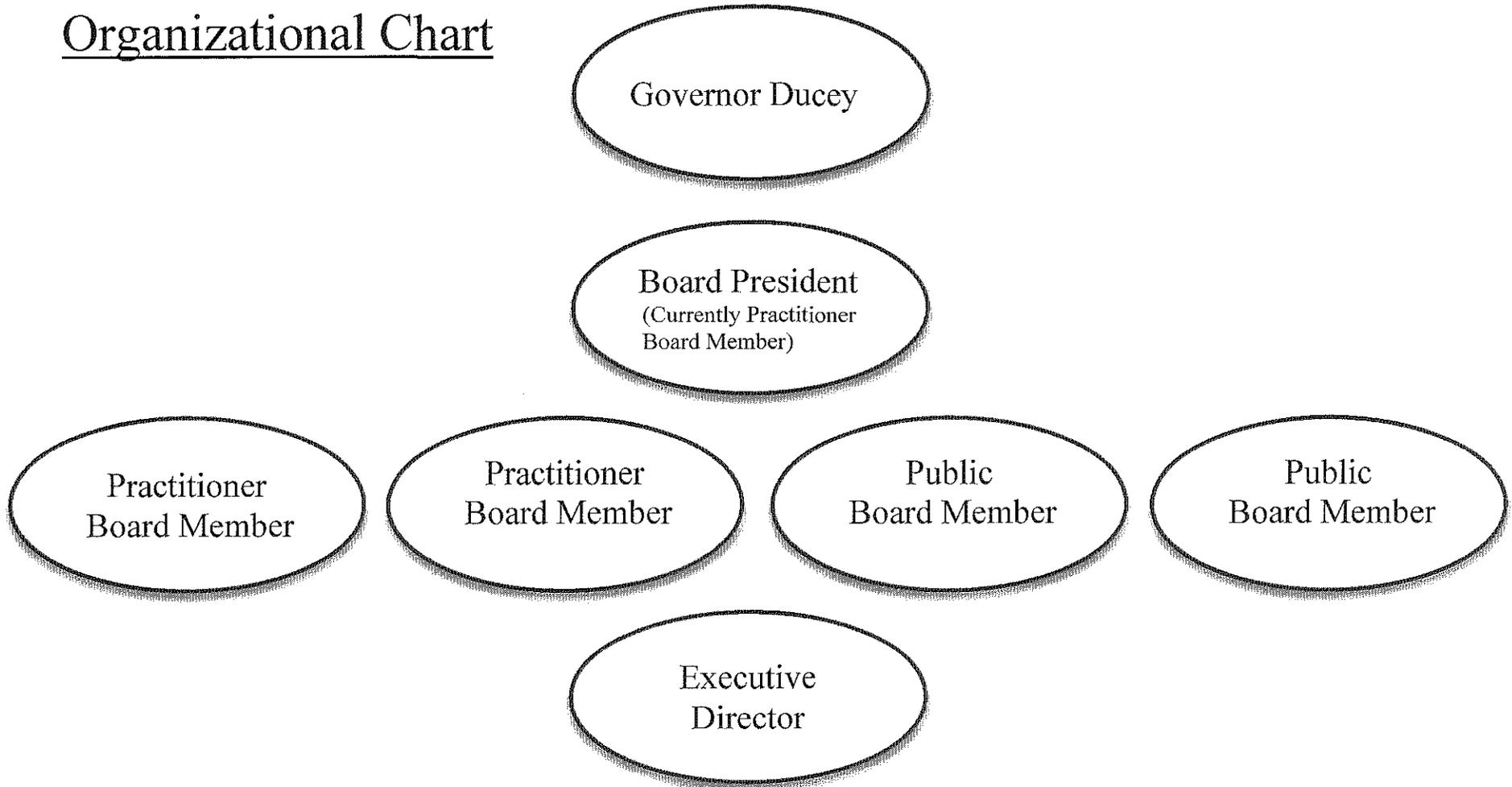
Douglas A. Ducey,
Governor

Arizona State Board of Podiatry Examiners

“Protecting the Public’s Health”

1400 West Washington, Suite 230
Phoenix, Arizona 85007
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Organizational Chart





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August 25, 2016

Ryan Vergara, Budget Analyst
Office of Strategic Planning and Budgeting
1700 West Washington Street, 6th Floor
Phoenix, Arizona 85007

Re: Justifications

Dear Mr. Vergara:

This letter will help in your review of the Arizona State Board of Podiatry Examiners' ("Board") fiscal year 2018 budget submission and the expected costs in 2017 and 2018. I want to apprise you of three areas I am writing about – the professional and outside services expenditure, the error in coding of an external legal service and the equipment expenditure.

The Board currently operates with only one FTE. As you may know, this Board requested an FTE increase in last year's operating budget request. The request was at the behest of the Board. As you may also know, that request was denied. As the Board's new executive director, as of November 2015, I have noticed the ebb and flow of work for the short time I have been here. What I know for certain is that there is a peak season between the middle of April through the middle of July to process license renewals and continue to perform the daily Board duties. This peak time is difficult to manage, and therefore, I will be hiring a temporary employee during this period next year and subsequent years following.

There is reason to believe that as this profession grows there will come a day when it will be necessary to have another FTE. For now, I believe the best remedy is to hire a temporary employee for three to four months per year. I am not requesting an increase in appropriation; I have adjusted the expenditures to help facilitate this temporary hiring each year.

In the Board's fiscal year 2016 expenditures, there was \$3,000 spent and coded as 6222; external legal services. This appears to be an error, and therefore, when reporting actual expenditures for fiscal year 2016, I moved this amount to its desired location, which is other professional and outside services. The costs were paid to an outside investigator hired by the Board.

Lastly, you will note that there was an equipment expenditure for fiscal year 2016 in the amount of \$345. This was for an additional laptop to be used during board meetings.

Please feel free to contact me at 602.542.8151 or ryan.edmonson@podiatry.az.gov

Respectfully,

A handwritten signature in black ink, appearing to read "Ryan P. Edmonson". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Ryan P. Edmonson
Executive Director



Douglas A. Ducey,
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August 25, 2016

Ryan Vergara, Budget Analyst
Office of Strategic Planning and Budgeting
1700 West Washington Street, 6th Floor
Phoenix, Arizona 85007

Re: Statewide Licensing Solution Funding Issue

Dear Mr. Vergara:

The Arizona State Board of Podiatry Examiners ("Board") currently operates a Microsoft Access database ("database"). In one word, the database is antiquated. It offers limited value and is not well organized, which makes it difficult to maintain, update or add new parameters. The impacts of modernizing to a newer, more relevant system would be felt by not only Board staff, but more importantly by the practitioners and the public.

The Board will work alongside ADOA ASET and other Boards to identify a vendor who will meet the goals of the state and each respective agency and their licensing needs. The strategy is to allow ASET to take the lead with their knowledge and expertise in the information and technology environment, who will award the contract to the most deserving vendor. As of the date of this letter, an RFP has been issued and ASET is waiting for bids to select from.

The initial cost is undeterminable at this point since no firm has been awarded the contract. However, from meetings attended we've been told that the range will be between \$20,000 and \$40,000 for smaller agencies, like this Board, for the set-up and initial program and the annual cost will be around \$24,000. Attached is the aggressive, but achievable project timeline as developed by ASET.

Please feel free to contact me at 602.542.8151 or ryan.edmonson@podiatry.az.gov

Respectfully,

Ryan P. Edmonson
Executive Director

