



NORTH CAROLINA BOARD OF BARBER EXAMINERS

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7001 Mail Service Center
Raleigh, NC 27699-7000

Minutes for Public Meeting

Held June 21, 2022, at 8:30 a.m.
4328 Bland Road
Raleigh, NC 27609

Board Members

Don Beal, Chair
Sherod Holloway, Vice Chair
Kristina Proctor
Michael T. Swinney
David L. Williams

Executive Director

Dennis Seavers

Counsel to the Board

M. Jackson Nichols

The meeting of the North Carolina State Board of Barber Examiners was called to order at 8:36 a.m., on June 21, 2022.

The following board member was present during the meeting in person: Sherod Holloway. The following board members were present during the meeting by videoconference or teleconference: Don Beal, Kristina Proctor, Michael T. Swinney, and David L. Williams. No board members were absent.

Also in attendance in person was Dennis Seavers, Executive Director, and by teleconference was M. Jackson Nichols, Counsel to the Board.

OPEN SESSION

Ethics awareness and conflict of interest

Mr. Beal read the statement required by G.S. § 138A-15(e) on ethics awareness and conflicts of interest. No board members indicated that they had any potential or actual conflicts.

Minutes from previous meeting

Mr. Holloway made a motion to approve the minutes and closed-session narrative from the April 12, 2022 meeting. Mr. Williams seconded the motion, which passed, 5–0.

Vote	Don Beal	Sherod Holloway	Kristina Proctor	Michael T. Swinney	David Williams
Yes	X	X	X	X	X
No					
Abstain					
Not present					

Adoption of proposed final agency decision and administrative hearing

Mr. Beal referred board members to the draft final agency decision the board staff had prepared for Darwin L. Paz (file #11593). The draft captured the decision made by the board at Mr. Paz's April 12, 2022 hearing. Before taking action on the proposed final agency decision, the board held a hearing for Mr. Paz. The purpose of the hearing was to consider an additional violation Mr. Paz had received following the April 12 hearing. Mr. Paz appeared by teleconference. Mr. Nichols made an opening statement. Mr. Seavers and board inspector Lauren S. Hutchens offered testimony and answered questions from Mr. Nichols and the board members. Mr. Paz offered testimony.

Consent orders

Jason A. Hopson (file #36824) requested a payment plan to resolve a debt from civil penalties and fees. The board agreed to allow him to pay \$70.00 a month, with the first payment due July 1, 2022. Subsequent payments would be due by the first day of each month until the debt was discharged. The consent order with the payment plan would require Mr. Hopson to stipulate that the violation occurred and that he'd be responsible for the \$415.00 debt. Mr. Beal made a motion to authorize the consent order with the previously listed terms and conditions, and Ms. Proctor seconded. The motion passed, 5–0.

Vote	Don Beal	Sherod Holloway	Kristina Proctor	Michael T. Swinney	David Williams
Yes	X	X	X	X	X
No					
Abstain					
Not present					

Mr. Beal referred board members to Mr. Seavers’s June 13, 2022 memo regarding consent order for Harnett Correction Institute inmates (see Attachment 1). The consent orders would be issued to:

- Chester A. Bowden, file 41515
- Raymond L. Goggins, file 41520
- Damon K. Grimes, file 41524
- Kevin L. Lemonds, file 41528
- Willie Lenon, file 41530
- Shayquan A. Pittman, file 41536
- Jonathan J. Smith, file 41540
- Brendan M. Ward, file 41546

Ms. Proctor made a motion to approve the consent orders, and Mr. Beal seconded. The motion passed, 5–0.

Vote	Don Beal	Sherod Holloway	Kristina Proctor	Michael T. Swinney	David Williams
Yes	X	X	X	X	X
No					
Abstain					
Not present					

Administrative hearings

Josias A. Casanova had requested a hearing to appeal the assessment of civil penalties and fines for three violations. Mr. Casanova was present at the hearing by teleconference. He admitted the violations but offered testimony about mitigating circumstances, and he requested a payment plan. Board inspector Lauren S. Hutchens offered testimony and answered questions from Mr. Nichols.

Weldon A. Jenkins (file #27521) had requested a hearing to appeal the assessment of civil penalties and fees for a violation. Mr. Jenkins was present at the hearing by teleconference. He accepted responsibility for the violations but asked for a payment plan. Board inspector Derek L. Hill offered testimony and answered questions from Mr. Nichols. Mr. Seavers offered testimony and answered questions from Mr. Nichols.

Frankie D. Mainor (file #46909) had requested a hearing to appeal the staff determination that he was ineligible for a temporary permit. Mr. Mainor was present by

teleconference and offered testimony to the board. His barber school instructor, Patsy McCoy, made a statement in support of Mr. Mainor's request.

Felony petition

The North Carolina Department of Public Safety (NCDPS) had submitted documentation regarding Emanuel Humphries (file #34152) receiving a registered barber license. Sophia Feaster-Lawrence of NCDPS presented information about Mr. Humphries's record.

James C. Creech had submitted an out-of-state application for a registered barber license. Based on his criminal history, he was given notice to appear before the board for a hearing. Mr. Creech appeared by teleconference and offered testimony. Mr. Creech answered questions from Mr. Nichols and the board members.

Patrick C. Hattler (file #47726) had submitted an application for a student permit. Based on his criminal history, he was given notice to appear before the board for a hearing. Mr. Hattler initially did not appear, but he was able to join the meeting late by teleconference and explained the circumstances that prevented him from joining on time. Mr. Hattler offered testimony, and he answered questions from Mr. Nichols and the board members.

Johnny T. Hopkins (file #12236) had submitted an application for a registered barber license. Based on his criminal history, he was given notice to appear before the board for a hearing. Mr. Hopkins did not appear, so the board did not take action on the application.

Issac Mason (file #47728) had submitted an application for a student permit. Based on his criminal history, he was given notice to appear before the board for a hearing. Mr. Mason appeared by teleconference and offered testimony. Mr. Mason answered questions from Mr. Nichols and the board members.

Gus A. Parker (file #10912) was seeking an unrestricted registered barber license. He previously had been offered a consent order but never responded to the offer. Based on his criminal history, he was given notice to appear before the board for a hearing. Mr. Parker did not appear, so the board did not take action on the application.

SportsClips request for consent order

North Carolina SportsClips had requested a consent order to wave a requirement in 21 NCAC 06L .0107 for a sink to be located within seven unobstructed linear feet of the barber chair. Traci Carter, Director of Training and Operations for North Carolina SportsClips, made a presentation to the board about the reasons for requesting the consent order.

Rulemaking

Mr. Beal referred board members to Mr. Seavers's April 4, 2022 memo (see Attachment 2) about a request from a member of the public to consider a rulemaking action that would affect barber shop owners and managers who are deployed in the military. The request was on the board's April 12, 2022 agenda, but the board had tabled the matter. The board discussed the proposal. Mr. Holloway made a motion to deny the request, and Mr. Williams seconded. The motion passed, 5–0.

Vote	Don Beal	Sherod Holloway	Kristina Proctor	Michael T. Swinney	David Williams
Yes	X	X	X	X	X
No					
Abstain					
Not present					

Complaints report

Mr. Beal referred board members to Mr. Seavers's June 13, 2022 report (see Attachment 3). The board members did not take action to reopen any complaints.

Executive director report

Mr. Beal referred board members to Mr. Seavers's June 13, 2022 report (see Attachment 4). Mr. Seavers answered questions from the board, and the board discussed items in the report.

Adoption of fiscal year 2023 budget

Mr. Beal referred board members to Mr. Seavers's June 13, 2022 budget proposal (see Attachment 5). Mr. Seavers answered questions from the board, and the board discussed items in the report. Mr. Holloway made a motion to approve the budget with the following change: the salaries and employee-related expenses for the three inspectors would be increased to bring those salaries to \$40,000 per year, following the 3.5% legislative increase mandated by the General Assembly. Ms. Proctor seconded the motion, which passed, 5–0.

Vote	Don Beal	Sherod Holloway	Kristina Proctor	Michael T. Swinney	David Williams
Yes	X	X	X	X	X
No					
Abstain					
Not present					

CLOSED SESSION

Mr. Beal made a motion to go into closed session under G.S. § 143–318.11, and Mr. Williams seconded. The motion passed, 5–0.

Vote	Don Beal	Sherod Holloway	Kristina Proctor	Michael T. Swinney	David Williams
Yes	X	X	X	X	X
No					
Abstain					
Not present					

The board entered closed session at 11:39 a.m. The board recessed for five minutes before starting the closed session. The board emerged from closed session at 12:25 p.m.

DETERMINATIONS

Mr. Holloway made a motion for the following case determinations.

- Darwin L. Paz:
 - The registered barber license (#25040) and shop permit for Flow Barber Shop (#25040) would be revoked.
 - Mr. Paz would be required to pay civil penalties for his newest violations, as well as hearing costs, in addition to the costs and penalties listed in the draft final agency decision.
 - The board staff would pursue a court injunction against Mr. Paz if he failed to comply with the revocation.
- Josias A. Casanova would be allowed to have a payment plan, and he would be referred for a board hearing to revoke his license or deny his application if he were caught again violating the board’s laws.
- Weldon A. Jenkins would be allowed to have a payment plan of \$50 per month.
- Frankie D. Mainor’s request would be denied.
- Emanuel Humphries would be offered a consent order with standard terms and conditions, including five years of probation.
- James C. Creech’s criminal history would not affect his ability to get a license.
- No action would be taken on Patrick C. Hattler’s case; he would be rescheduled for another hearing, preferably with him attending in person.
- Issac Mason would be offered a consent order with standard terms and conditions, including five years of probation.
- The request from SportsClips would be denied.

Mr. Beal seconded the motion, which passed, 5–0.

Vote	Don Beal	Sherod Holloway	Kristina Proctor	Michael T. Swinney	David Williams
Yes	X	X	X	X	X
No					
Abstain					
Not present					

Mr. Beal adjourned the meeting at 12:32 p.m.

Minutes approved on August 23, 2022

Don Beal
Board Chair



NORTH CAROLINA BOARD OF BARBER EXAMINERS

Memo

TO: Board members

FROM: Dennis Seavers

DATE: June 13, 2022

SUBJECT: Consent orders for HCI inmates

At the June 21, 2022 board meeting, the board will consider proposed consent orders for eight inmates at Harnett Correctional Institute (HCI). To avoid the board having to consider eight consent orders that are identical except for the respondents' names, I'm enclosing a single consent order template. The only thing that would change would be the names and file numbers, which are marked with Xs in the template.

The reasons for the consent orders are spelled out in the template, but board members are welcome to contact me if they have questions or concerns before the board meeting. I recommend that the board adopt the consent orders.

The eight individuals who would receive the consent orders are:

1. Chester A. Bowden, file #41515
2. Raymond L. Goggins, file #41520
3. Damon K. Grimes, file #41524
4. Kevin L. Lemonds, file #41528
5. Willie Lenon, file #41530
6. Shayquan A. Pittman, file #41536
7. Jonathan J. Smith, file #41540
8. Brendan M. Ward, file #41546

BEFORE THE NORTH CAROLINA BOARD
OF BARBER EXAMINERS
File No. XXXXX

N.C. STATE BOARD OF)	
BARBER EXAMINERS,)	
Petitioner,)	
)	CONSENT ORDER
v.)	
)	
XXXXXXXXXX,)	
Respondent.)	

THIS AGREEMENT AND CONSENT ORDER is made between the N.C. Board of Barber Examiners (“the Board”), and Respondent XXXXXXX (“Respondent”), for the purposes of resolving the above-captioned pending matter.

WITNESS THAT:

WHEREAS, Harnett Correctional Institute (“HCI”) and Central Carolina Community College (“CCCC”) have a partnership to offer vocational training to individuals incarcerated at HCI; and

WHEREAS, in 2021, the board administered apprentice exams at HCI; and

WHEREAS, the Department of Public Safety (“DPS”) is responsible for paying for the apprentice barber licenses; and

WHEREAS, DPS experienced a significant delay in submitting payment for the apprentice licenses for those applicants who passed the exams; and

WHEREAS, the delay was not due to a lack of diligence by CCCC or the applicants; and

WHEREAS, the governor declared a pandemic-based state of emergency in 2020 that is still in effect; and

WHEREAS, this pandemic has had a negative effect on many government agencies and impacted their ability to complete work on a timely basis; and

WHEREAS, apprentice barbers who are in the HCI program are in a highly controlled environment where alterations to timeframes and schedules can present significant logistical problems; and

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WHEREAS, CCCC operates on a semester schedule that can be difficult to alter; and

WHEREAS, on February 24, 2022, the Board issued a temporary license that allowed Respondent to operate as though he were an apprentice barber; and

WHEREAS, among other requirements, N.C. Gen. Stat. § 86A-3 requires individuals to complete 12-month apprenticeships under the supervision of registered barbers before the individuals can be licensed as registered barbers; and

WHEREAS, the Board normally issues temporary permits to HCI inmates that allow them to operate as though they were registered barbers, but only after the inmates meet the requirement in N.C. Gen. Stat. § 86A-3 to complete a 12-month apprenticeship; and

WHEREAS, eight HCI applicants experienced delays in getting their licenses because the Department of Public Safety did not submit timely payment; and

WHEREAS, these eight applicants, HCI, and CCCC would experience problems if these licensees were to have to do a 12-month apprenticeship measured from the day the licenses were issued;

WHEREAS, Respondent is one of the eight applicants; and

WHEREAS, the parties wish to resolve and settle this matter;

NOW, THEREFORE, pursuant to North Carolina General Statute § 150B-22, which mandates that whenever possible disputes between a regulatory agency and another person that involve the person's rights, duties or privileges be settled through informal procedure, and pursuant to N. C. Gen. Stat. § 150B-41(c), which authorizes settlement of a contested case by settlement and consent order, the Parties hereby agree and stipulate as follows:

I. Jurisdiction

The Board is an occupational licensing board of the State of North Carolina, organized under N.C. Gen. Stat. § 86A-4, *et seq.* The Board has jurisdiction over this matter pursuant to N.C. Gen. Stat. § 86A-1 *et seq.*, N.C. Gen. Stat. § 150B-1, *et seq.*, and 21 NCAC 06A .0102, *et seq.*

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II. Identification of Respondent

Respondent's mailing address is Post Office Box 1569, Lillington, North Carolina 27546.

III. Waiver of Rights

Respondent understands that he has the following rights:

- A. to a hearing before the Board;
- B. to a Final Agency Decision by the Board;
- C. to be represented by counsel;
- D. to present evidence in mitigation of any sanction that could be imposed for a violation;
- E. to confront and cross-examine witnesses;
- F. to challenge evidence presented by the Board;
- G. to present legal arguments in a brief or orally; and
- H. to appeal from any final decision adverse to Respondent's license to practice barbering.

Respondent hereby freely and knowingly waives these rights without further process, including his right for judicial review under N.C. Gen. Stat. § 150B, Article 4. Based upon the above, Respondent agrees to the terms of this Consent Order.

In order to resolve this matter with a Consent Order, Respondent agrees that the Board staff and counsel may discuss this Consent Order with the Board (and any subcommittee that may be assigned to this matter) *ex parte*, whether or not the Board accepts this Consent Order as written.

IV. Stipulation to Facts.

1. On February 24, 2022, the Board issued a temporary permit that allowed Respondent to offer services as though he were an apprentice barber. This date was a few months after the exams due to late payment by DPS.
2. Registered barber exams for HCI will be scheduled for September 22.
3. Rescheduling exams for some time after February 2022 would represent a significant logistical challenge for CCCC and HCI.
4. CCCC and Respondent have been diligent in their efforts to acquire a temporary permit.

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V. Stipulated Order

In lieu of proceeding to issuance of a Final Agency Decision, the Respondent and the Board's chairperson, on behalf of the Board, hereby enter into this Settlement Agreement and Consent Order whereby Respondent and the Board agree to the following terms:

- A. Respondent admits the **Stipulation to Facts** above.
- B. Respondent or DPS shall pay the applicable fees in 21 N.C. Admin. Code 06N .0101 for the registered barber practical exam before exams are scheduled.
- C. If the applicant passes the practical exam and pays a \$50.00 permit fee, the Board shall issue a temporary permit so that Respondent can operate as though he were a registered barber.

VI. Costs

Except as herein provided, the parties agree that each party shall bear its own expenses incurred regarding this matter, including attorneys' fees and any other professional services, and that no claim for such expenses shall be made by either party against the other.

VII. Effective Date

The effective date of this Order is the date on which it is signed by the Board's chairperson.

VIII. Public Record

The parties agree that this Settlement Agreement and Consent Order is a public record, as required by N.C. Gen. Stat. § 132-1.3. Other related documents are part of the investigative file and are trial preparation materials and are not public records, pursuant to N.C. Gen. Stat. § 132-1.9.

IX. Respondent's Contact Information

Respondent shall notify the Board by certified letter within one (1) week of any changes in Respondent's contact information during the pendency of this Informal Settlement Agreement and Consent Order.

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X. Compliance with Settlement Agreement & Consent Order

- A. This Settlement Agreement and Consent Order and its provisions are effective on the date of signature by the Board’s chairperson.
- B. Any modification of this Settlement Agreement and Consent Order must be pre-approved in writing by the Board and signed by the Board’s chairperson before it may be effective.
- C. Should circumstances arise that affect the Respondent’s ability to remain in compliance, the Respondent shall immediately notify the Board in writing by certified mail fully describing the situation along with any attendant request for Board consideration.
- D. Communications with Respondent regarding compliance with this Consent Order may occur between the Board staff and Respondent and shall not be considered *ex parte* communications.

WE CONSENT:

XXXXXX
Respondent

Date

DON BEAL
Chairman
N.C. Board of Barber Examiners
7001 Mail Service Center
Raleigh, N.C. 27699

Date



NORTH CAROLINA BOARD OF BARBER EXAMINERS

Memo

TO: Board members **N.B.: this topic was tabled at the April 12, 2022 meeting and was added to the June 21, 2022 meeting agenda.**

FROM: Dennis Seavers

DATE: April 4, 2022

SUBJECT: Rulemaking

At its April 12, 2022 meeting, the board will consider whether to propose a rule amendment. This memo explains the rulemaking action and what steps the board needs to take.

Civil penalties for unsupervised apprentices

The board received a request from a member of the public, who asked that the board consider a rulemaking action to offer protection for barber shop owners and managers who are deployed in the military. Specifically, the managers would be protected if there were unsupervised apprentices practicing in the barber shop during the deployment. The attached comments from the member of the public will explain why he believes the board should amend the rule.

If the board agrees with this request, the board could propose the attached amendment to 21 NCAC 06O .0104. Under this amendment, if the barber shop owner and manager were both deployed, the board would be prevented from assessing civil penalties and related fines for allowing an unsupervised apprentice. The owner and manager would need to present documentation that they meet the same requirements in another rule for extensions for members of the Armed Forces.

Upcoming steps

- The board must decide whether to propose the amendment.
- If proposed by the board, I will file the rule for publication in the *North Carolina Register*.
- There would be a 60-day public-comment period after publication.
- After the comment period, the board would consider any comments and decide whether to file the amendments.

- The rules would be considered by the Rules Review Commission.
- If approved, the amendments would go into effect on the first day of the month after the Commission's approval.

Seavers, Dennis

From: R. Green
Sent: Wednesday, December 29, 2021 11:44 AM
To: Seavers, Dennis
Subject: Re: [External] Barber Board Rules and Solutions

CAUTION: External email. Do not click links or open attachments unless you verify. Send all suspicious email as an attachment to [Report Spam](#).

Good Morning - I hope you had a great Christmas!
I appreciate the military licensing rules that are being applied. I believe it's a step forward in the right direction.

Mr Seavers - Are there any rules that protect a military barbershop owner/manager while on military duty ?
If not, the solution I will propose could be possibly implemented as a "Proposed Temporary Rule" **G.S. 150B-21.1**

For example...

(Subject A) Is a barbershop owner/manager and a member of the U.S. Military.

(Subject A) has been called for an unexpected deployment.

(Subject A) barbershop has apprentice barbers and would potentially have inadequate supervision at all times.

(Subject A) fears that If at any time there's an inspection, while deployed, and an apprentice is seen working alone, the owner/manager would be subject to the penalties under rule **86A**.

(Subject A) must make a challenging decision whether to shut down the establishment until *his/her* return or take the risk of continuing to grow the business without sacrificing *his/her* barbers as employees.

Navy Reserves, Army Reserves, Air Force Reserves, and National Guard are ALL based in North Carolina. (This is excluding Active duty Marines - Camp Lej. and Army - Ft. Brg.) We know for a fact, but without supporting data that military member(s) own and/or manage barbershops. Deployments are happening at this very moment.

Perhaps, certain barber rules (as an owner/manager) should **NOT** apply if the member is subject to military assignment. Rule **86A-14** could provide exemptions to the service member.

My next email will provide some issues and solutions, if there are no rules that protect the Service Member | Barbershop Owner|Manager during military assignment. I look forward to your response!

V/R,
Reginald

1 **21 NCAC 06O .0104 UNSUPERVISED APPRENTICE**

2 (a) The presumptive civil penalty for a registered barber allowing an apprentice or student barber with a temporary
3 permit to engage in barbering without supervision as required by G.S 86A-24(b):

- 4 (1) 1st offense \$300.00
- 5 (2) 2nd offense \$400.00

6 (b) The presumptive civil penalty for an apprentice or student barber with a temporary permit engaging in barbering
7 without supervision as required by G.S. 86A-24(b):

- 8 (1) 1st offense \$200.00
- 9 (2) 2nd offense \$300.00
- 10 (3) 3rd offense \$500.00

11 (c) The board shall waive the penalties in Paragraph (a) of this Rule if the barber shop owner and manager present
12 evidence that they qualify for an extension for members of the Armed Forces of the United States as specified in 21
13 NCAC 06N .0114(a).

14
15 *Authority G.S. 86A-5(a)(6); 86A-24; 86A-27; 93B-15*



NORTH CAROLINA BOARD OF BARBER EXAMINERS

Memo

TO: Board members

FROM: Dennis Seavers

DATE: June 13, 2022

SUBJECT: Complaint report

Under 21 NCAC 06C .0912, the executive director must “submit to the Board a report of dismissed complaints that he or she has not previously reported, with a summary of the allegations and a justification for the dismissal.” The executive director is required to dismiss complaints for the following reasons:

- The complaint lacks information, such as barbershop location or a description of the alleged conduct, necessary to investigate the complaint. (Before dismissal, the executive director must attempt to collect additional information from the complainant, if possible.)
- The complaint alleges conduct that isn't prohibited by the board's statutes or rules or isn't within the board's jurisdiction.
- After receiving a recommendation from the investigator, the executive director determines that the allegation is untrue.

This memo serves as the required report. By a majority vote, the board may reopen any of these complaints if the board believes that the dismissal wasn't justified. If the board agrees with the dismissals, no further action is required.

Complaint ID 411 in Greensboro

The board received a complaint about an unlicensed barber at a shop in Greensboro. An inspector for the board investigated the allegations, but all individuals at the shop were properly licensed.

Basis for dismissal: the staff was unable to substantiate the complaint.

Complaint ID 419 in Cameron

An individual submitted a complaint alleging that one of her neighbors in a residential area set up a barber shop in his garage. The staff visited the residence multiple times but was unable to see any evidence of activity that would suggest barber services were being provided.

Basis for dismissal: the staff was unable to substantiate the complaint.

Complaint ID 459 in Creedmoor

A complainant claimed that a shop in Creedmoor had several unlicensed barbers. The inspector who investigated determined that all individuals in the business had either barber or cosmetology licenses.

Basis for dismissal: the staff was unable to substantiate the complaint.

Complaint ID 475 in Spring Lake

The board received a complaint that said a business lacked sinks for barbers to wash their hands and had other sanitation issues. An investigator visited the barber shop but didn't find any of the allegations to be true. The shop received a sanitation score of 99.

Basis for dismissal: the staff was unable to substantiate the complaint.

Complaint ID 485 in Greensboro

The board received a complaint alleging that a shop in Greensboro had unlicensed barbers. An investigator for the board determined that the location was a cosmetology salon, and there weren't any unlicensed barbers.

Basis for dismissal: the staff was unable to substantiate the complaint.

Complaint ID 493 in Greensboro

The complainant alleged that a shop in Greensboro had unlicensed barbers, but as with complaint ID 485, the board staff determined that the location was a cosmetology salon without any unlicensed barbers.

Basis for dismissal: the staff was unable to substantiate the complaint.

Complaint ID 494 in Rockingham

The board received a complaint of an unlicensed barber at a shop in Rockingham. An inspector for the board conducted an investigation, but the individual who allegedly was unlicensed was not working at the shop.

Basis for dismissal: the staff was unable to substantiate the complaint.

Complaint ID 496 in Thomasville

The board received a complaint about a barber who supposedly did not follow proper disinfection practices. The complainant claimed that his or her child broke out in a rash after barber services. The board investigator was unable to substantiate the allegations, and the shop received a sanitation score of 99.

Basis for dismissal: the staff was unable to substantiate the complaint.

Complaint ID 497 in Thomasville

The board received a complaint that was substantially similar to complaint ID 496 and that was resolved in the same manner.

Complaint ID 499 in Rockingham

The board received a complaint that was substantially similar to complaint ID 494 and that was resolved in the same manner.

Complaint ID 501 in Pleasant Garden

A complaint was submitted for a barber shop in Pleasant Garden. The complainant said that the barber was inebriated and drinking while performing barber services. The investigator saw no evidence of drinking or inebriation at the shop, but the manager said that the barber was removed from the shop and prohibited from returning.

Basis for dismissal: the staff was unable to substantiate the complaint for the barbers present during the investigation, and the allegedly inebriated barber was no longer working at the shop.

Complaint ID 503 in Rockingham

The board received a complaint that was substantially similar to complaint ID 494 and that was resolved in the same manner.

Complaint ID 507 in Rockingham

The board received a complaint that was substantially similar to complaint ID 494 and that was resolved in the same manner.

Complaint ID 510 in Greensboro

The board received a complaint about a shop in Greensboro. The allegation was that an unlicensed barber was working at a salon. The investigator determined that the ostensible barber was actually a cosmetologist with a current license.

Basis for dismissal: the staff was unable to substantiate the complaint.

Complaint ID 512

The complainant said that her two-year-old son was getting a haircut and accidentally knocked the clippers out of the barber's hands. She claimed that the barber became angry and squeezed her son's head, causing her son to scream. Since this was a matter for law enforcement rather than the board, the staff referred the complainant to the local police.

Basis for dismissal: the complaint alleged actions that weren't within the board's jurisdiction.

Complaint ID 516

The board received a complaint that alleged multiple issues with a barber, including operating an unlawful barber shop and not paying taxes. Although some portions of the complaint weren't within the board's jurisdiction, other allegations were. However, the complainant only provided a street address, and there were multiple cities in the state with that street address. The complainant didn't provide contact information that would allow us to follow up and get additional information.

Basis for dismissal: the complaint lacked sufficient information for the staff to investigate the complaint.

Complaint ID 518 in Fayetteville

A barber submitted a complaint about a letter he had received from the barber shop owner. The letter specified price changes for booth rent and other policy changes. The staff responded that the board doesn't have jurisdiction about contracts or agreements between shop owners and the booth renters or employees. The staff notified the complainant that there may be other entities with jurisdiction but couldn't assess whether those agencies could help him.

Basis for dismissal: the complaint alleged actions that weren't within the board's jurisdiction.

Complaint ID 523 in Kernersville

The board received a complaint from a barber's customer. The complaint alleged that the barber intentionally cut the client with clippers after being offended by a comment the client made. The complainant also said that he didn't see a barber license. A board investigator determined that the individual in question was a cosmetologist, and the investigator didn't find evidence of other problems or sanitation issues at the shop.

Please note that the complainant expressed his unhappiness with the outcome of this complaint and believes that it should have been affirmed.

Basis for dismissal: the staff was unable to substantiate the complaint.

Complaint ID 524 in Spring Lake

The board received a complaint about a shop allowing a barber student to provide barber services. An inspector for the board did not find any evidence of unlicensed barbers at the shop.

Basis for dismissal: the staff was unable to substantiate the complaint.

Complaint ID 525 in Winston Salem

A complainant alleged that she was denied service at a barber shop for homophobic reasons. The board staff explained that the board doesn't have jurisdiction over this matter but referred her to other state and local agencies that may have jurisdiction.

Basis for dismissal: the complaint alleged actions that weren't within the board's jurisdiction.

Complaint ID 526 in Charlotte

The board received a complaint about the complainant's son being nicked during services. After looking into the matter, the staff determined that the business was a cosmetology salon rather than a barber shop and referred the complaint to the Board of Cosmetic Arts Examiners.

Basis for dismissal: the complaint alleged actions that weren't within the board's jurisdiction.

Complaint ID 527 in Greensboro

The complaint alleged that a business in Greensboro had an unlicensed barber who didn't follow proper disinfection practices. The inspector determined that the subject of the complaint was a cosmetologist with a current license, and the business was clean and sanitary.

Basis for dismissal: the staff was unable to substantiate the complaint.

Complaint ID 532 in Rowland

The board received a complaint about a barber providing services in his residence without a shop permit. The investigator was unable to detect any evidence of barber services being provided out of the residence.

Basis for dismissal: the staff was unable to substantiate the complaint.

Complaint ID 545 in Fayetteville

The complainant claimed that the girlfriend of a barber began stalking and harassing her after the complainant got barber services from the barber. The board staff referred her to law enforcement or a court for an injunction against harassment.

Basis for dismissal: the complaint alleged actions that weren't within the board's jurisdiction.

Complaint ID 546 in Calabash

The board received a complaint about an ostensible barber who did a poor job with barber services. After looking into the matter, the board staff determined that the business was a cosmetology salon and referred the complaint to the Board of Cosmetic Arts Examiners.

Basis for dismissal: the complaint alleged actions that weren't within the board's jurisdiction.

Complaint ID 552 in Lumberton

The board received a complaint about a person providing barber services at their residence without either a shop permit or a barber license. An investigator was unable to find any evidence of barber services being provided at that location.

Basis for dismissal: the staff was unable to substantiate the complaint.

Complaint ID 555

The board received a complaint about an illegal barbershop. However, the complainant didn't provide any information about where the shop was located, and he didn't provide contact information that would allow us to follow up for more information.

Basis for dismissal: the complaint lacked sufficient information for the staff to investigate the complaint.

Complaint ID 556 in Charlotte

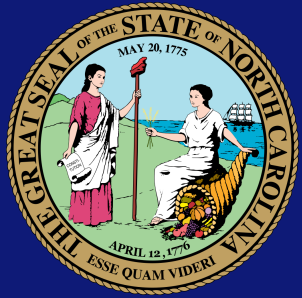
The complainant said that her son went to a barber and, after leaving, began receiving harassing messages from the barber. It appeared from the complaint that the barber was upset about not receiving a tip. The board staff explained that the matter would need to be referred to local police or a court for an injunction against harassment.

Basis for dismissal: the complaint alleged actions that weren't within the board's jurisdiction.

Complaint ID 563 in Raleigh

The board received a complaint about a nail spa. Since the matter was in the jurisdiction of the Board of Cosmetic Arts Examiners, the staff referred the complaint to that agency.

Basis for dismissal: the complaint alleged actions that weren't within the board's jurisdiction.



North Carolina Board of Barber Examiners

Summary of Executive Director's Report

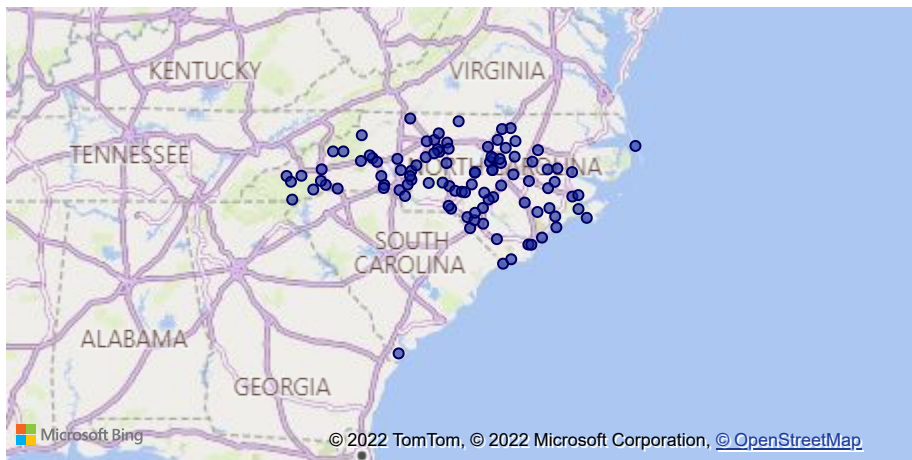
June 21, 2022 Board Meeting

Routine Inspections in Fiscal Year 2022 (through May)

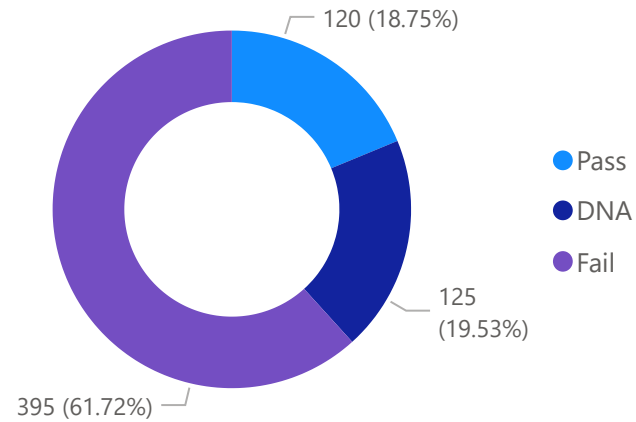
96.40

Average Sanitation Score

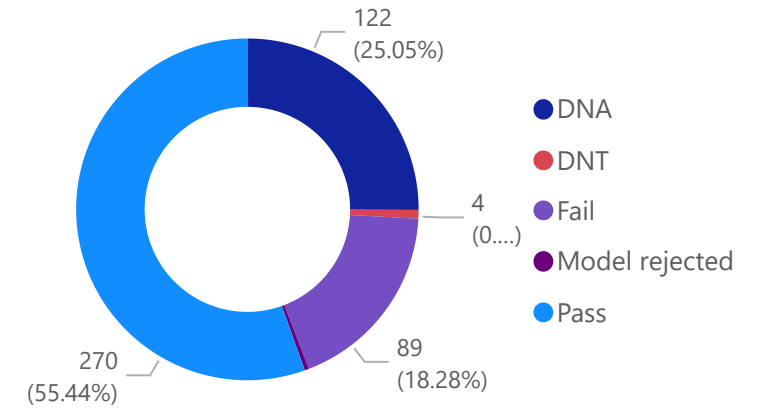
Complaint locations



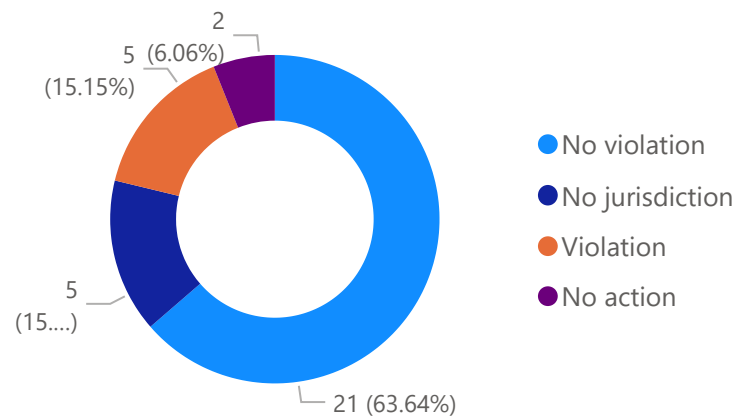
Apprentice Results - Written Exam (FY 2022)



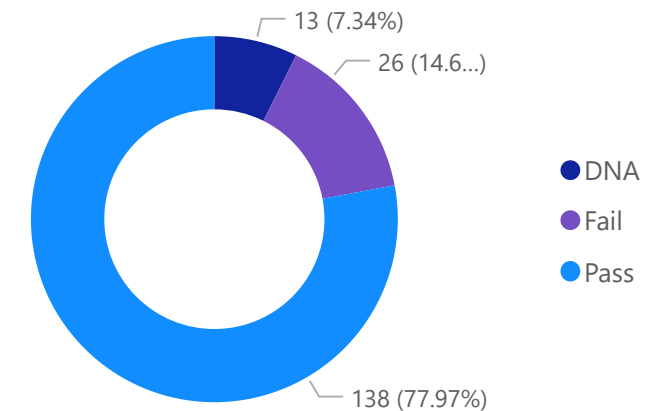
Apprentice Results - Practical Exam (FY 2022)



Complaint outcome (FY 2022)



Registered Results - Practical Exam (FY 2022)





NORTH CAROLINA BOARD OF BARBER EXAMINERS

Memo

TO: Board members

FROM: Dennis Seavers

DATE: June 13, 2022

SUBJECT: Executive director's report

Below is the executive director's report for the board's June 21, 2022 meeting. If there are other areas of finances or operations that the board is interested in, or if board members have questions about this report, please feel free to contact me.

Board members should refer to the summary dashboard that precedes this memo and discusses various aspects of board operations.

Fiscal year 2022 budget report

Attachment A shows the board's expenditures and revenues for fiscal year (FY) 2022 on an accrual basis through May 2021. Expenditures were \$22,181.75 under budget, or about 97% of the budget. Revenues were a little higher than expected, though the board should keep in mind that the amount budgeted is a projection, and June numbers may be lower than expected. Under the American Rescue Plan's coronavirus state and local fiscal recovery funds, the board received about \$9,150 for the bonus pay and related expenditures that state employees received in December 2021.

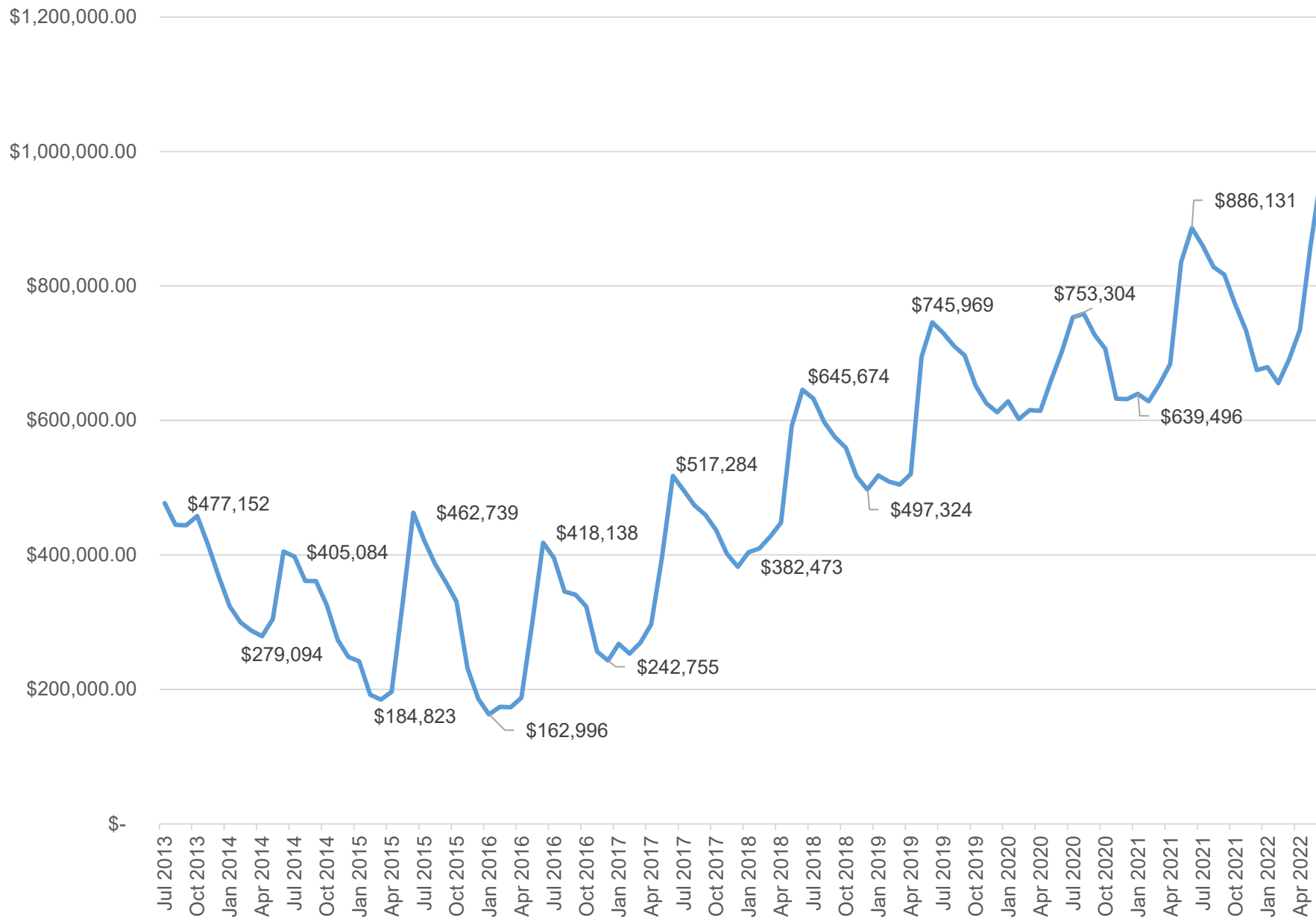
Attachment B shows the board's fund balance over the past few years.

Attachment A
Fiscal Year 2022 Budget vs. Actuals
July - May 2021

	Total			
	Actual	Budget	Over budget	Perc. of budget & over/under budget
Income				
433 - investment income				
433121 - STIF interest income	\$ 1,065.57	\$ 3,850.00	\$ (2,784.43)	27.68% ▼
Total 433 - investment income	\$ 1,065.57	\$ 3,850.00	\$ (2,784.43)	27.68% ▼
435 - fees, licenses, and fines				
435100 - business license fees				
435100059 - duplicate license	\$ 840.00	\$ 666.41	\$ 173.59	126.05% ▲
435100060 - individual license	\$ 247,139.94	\$ 214,127.00	\$ 33,012.94	115.42% ▲
435100061 - school permit	\$ 6,370.00	\$ 4,037.00	\$ 2,333.00	157.79% ▲
435100062 - bus/shop permit	\$ 106,220.00	\$ 76,251.00	\$ 29,969.00	139.30% ▲
435100063 - student permit	\$ 25,825.00	\$ 21,519.66	\$ 4,305.34	120.01% ▲
435100064 - renewal-individual	\$ 46,805.00	\$ 52,397.00	\$ (5,592.00)	89.33% ▼
Total 435100 - business license fees	\$ 433,199.94	\$ 368,998.07	\$ 64,201.87	117.40% ▲
435300 - certification fees				
435300016 - instructor exam fee	\$ 5,445.00	\$ 7,005.16	\$ (1,560.16)	77.73% ▼
435300017 - registered exam fee	\$ 23,255.00	\$ 32,183.25	\$ (8,928.25)	72.26% ▼
435300018 - apprentice exam fee	\$ 133,365.00	\$ 109,906.50	\$ 23,458.50	121.34% ▲
435300019 - apprentice certific	\$ 20,502.00	\$ 31,159.00	\$ (10,657.00)	65.80% ▼
435300020 - instructor certific	\$ 12,325.00	\$ 10,801.00	\$ 1,524.00	114.11% ▲
Total 435300 - certification fees	\$ 194,892.00	\$ 191,054.91	\$ 3,837.09	102.01% ▲
435400 - inspection/exam fees	\$ 26,360.00	\$ 34,514.34	\$ (8,154.34)	76.37% ▼
435500 - fines, pen, assess fee	\$ 11,848.90	\$ 8,548.84	\$ 3,300.06	138.60% ▲
435800 - tuition and fees				
435830 - other fees	\$ 570.00	\$ 724.16	\$ (154.16)	78.71% ▼
Total 435800 - tuition and fees	\$ 570.00	\$ 724.16	\$ (154.16)	78.71% ▼
Total 435 - fees, licenses, and fines	\$ 666,870.84	\$ 603,840.32	\$ 63,030.52	110.44% ▲
437 - miscellaneous				
437127 - procuremnt card rebate	\$ 629.38	\$ 250.00	\$ 379.38	251.75% ▲
437990 - other misc revenue	\$ 383.17	\$ 593.09	\$ (209.92)	64.61% ▼
Total 437 - miscellaneous	\$ 1,012.55	\$ 843.09	\$ 169.46	120.10% ▲
438 - intergovernmental transactions				
438P72 - ARPA SFRF	\$ 9,150.25		\$ 9,150.25	
Total 438 - intergovernmental transactions	\$ 9,150.25	\$ -	\$ 9,150.25	
Total Income	\$ 678,099.21	\$ 608,533.41	\$ 69,565.80	111.43% ▲
Gross Profit	\$ 678,099.21	\$ 608,533.41	\$ 69,565.80	111.43% ▲
Expenses				
531 - personal services				
531112 - EPA regular salaries	\$ 274,436.94	\$ 273,418.65	\$ 1,018.29	100.37% ▲
531422 - holiday pay - receipts	\$ 67.76	\$ -	\$ 67.76	
531462 - longevity - receipts	\$ 4,840.00	\$ 4,722.30	\$ 117.70	102.49% ▲
531476 - bonus ARPA receipts	\$ 8,500.00	\$ 8,500.00	\$ -	100.00% ▼
531512 - Social Security	\$ 20,428.38	\$ 19,784.70	\$ 643.68	103.25% ▲
531522 - regular retirement	\$ 63,720.11	\$ 61,034.49	\$ 2,685.62	104.40% ▲
531562 - medical insurance	\$ 35,634.92	\$ 35,099.68	\$ 535.24	101.52% ▲
531576 - flexible spending acct	\$ 639.82	\$ 727.38	\$ (87.56)	87.96% ▼
531651 - comp to board members	\$ 2,000.00	\$ 2,000.00	\$ -	100.00% ▼
Total 531 - personal services	\$ 410,267.93	\$ 405,287.20	\$ 4,980.73	101.23% ▲
532 - purchased services				
532110 - legal services	\$ 13,805.84	\$ 8,300.38	\$ 5,505.46	166.33% ▲
532120 - financial/audit svcs	\$ 14,000.00	\$ 14,000.00	\$ -	100.00% ▼

532145 - managed server support	\$	51,133.24	\$	51,811.25	\$	(678.01)	98.69%	▼
532170001 - prof testing serv	\$	15,768.00	\$	10,083.34	\$	5,684.66	156.38%	▲
532184 - janitorial services	\$	3,850.00	\$	3,850.00	\$	-	100.00%	▼
532199 - misc contract services	\$	17,250.79	\$	25,672.16	\$	(8,421.37)	67.20%	▼
532430 - maint agrmnt - equip	\$	1,896.25	\$	1,755.48	\$	140.77	108.02%	▲
532512 - rental of bldg/prop	\$	22,187.79	\$	22,128.73	\$	59.06	100.27%	▲
532714 - ground trans in-state	\$	25,322.28	\$	20,625.00	\$	4,697.28	122.77%	▲
532721 - lodging in-state	\$	14,639.01	\$	16,500.00	\$	(1,860.99)	88.72%	▼
532724 - meals in-state	\$	5,090.57	\$	11,687.50	\$	(6,596.93)	43.56%	▼
532731 - board/non-emp transpor	\$	497.05	\$	1,550.00	\$	(1,052.95)	32.07%	▼
532732 - board/non-emp subsist	\$	359.11	\$	2,416.66	\$	(2,057.55)	14.86%	▼
532811 - telephone service	\$	1,095.98	\$	2,200.00	\$	(1,104.02)	49.82%	▼
532814 - cellular phone service	\$	3,692.00	\$	5,720.00	\$	(2,028.00)	64.55%	▼
532815 - email and calendaring	\$	409.87	\$	426.10	\$	(16.23)	96.19%	▼
532822 - managed LAN svc charge	\$	3,312.08	\$	3,113.44	\$	198.64	106.38%	▲
532824 - managed server service			\$	3,034.44	\$	(3,034.44)	0.00%	▼
532825 - managed WAN service	\$	12,948.44	\$	13,521.70	\$	(573.26)	95.76%	▼
532826 - software subscriptions	\$	2,369.86	\$	9,498.55	\$	(7,128.69)	24.95%	▼
532828 - managed desktop svcs	\$	14,864.15	\$	15,581.58	\$	(717.43)	95.40%	▼
532840 - postage & delivery	\$	1,751.25	\$	1,375.00	\$	376.25	127.36%	▲
532840003 - postage/postal meter charges	\$	9,774.57	\$	11,916.66	\$	(2,142.09)	82.02%	▼
532850 - printing, binding, dup	\$	5,281.25	\$	8,250.00	\$	(2,968.75)	64.02%	▼
532911 - insurance - property	\$	21,417.00	\$	25,000.00	\$	(3,583.00)	85.67%	▼
532942 - other emp trng expense			\$	100.00	\$	(100.00)	0.00%	▼
Total 532 - purchased services	\$	262,716.38	\$	290,117.97	\$	(27,401.59)	90.56%	▼
533 - Supplies								
533110 - general office supply	\$	5,742.29	\$	5,974.83	\$	(232.54)	96.11%	▼
Total 533 - Supplies	\$	5,742.29	\$	5,974.83	\$	(232.54)	96.11%	▼
534 - property, plant, & equip								
534511 - office equipment			\$	1,042.00	\$	(1,042.00)	0.00%	▼
534534 - PC and printer purch	\$	4,011.12	\$	5,325.68	\$	(1,314.56)	75.32%	▼
Total 534 - property, plant, & equip	\$	4,011.12	\$	6,367.68	\$	(2,356.56)	62.99%	▼
535 - other expenses and adjust								
535830 - member dues & subcript	\$	640.00	\$	270.00	\$	370.00	237.04%	▲
535900 - other expenses	\$	450.97	\$	91.66	\$	359.31	492.00%	▲
Total 535 - other expenses and adjust	\$	1,090.97	\$	361.66	\$	729.31	301.66%	▲
538 - intragovernmental transac								
538030 - fine/penalty transfer	\$	11,848.90	\$	9,750.00	\$	2,098.90	121.53%	▲
Total 538 - intragovernmental transac	\$	11,848.90	\$	9,750.00	\$	2,098.90	121.53%	▲
Total Expenses	\$	695,677.59	\$	717,859.34	\$	(22,181.75)	96.91%	▼
Net Operating Income	\$	(17,578.38)	\$	(109,325.93)				
Net Income	\$	(17,578.38)	\$	(109,325.93)				

Attachment B. Fund balance





NORTH CAROLINA BOARD OF BARBER EXAMINERS

Memo

TO: Board members

FROM: Dennis Seavers

DATE: June 13, 2022

SUBJECT: Fiscal year 2023 budget proposal

Below is a proposal for the board's fiscal year (FY) 2023 budget, which the board will be considering at its June 21, 2022 meeting. Board members should feel free to contact me if they have questions about the details of the proposal.

The table in Attachment A shows a detailed breakdown of the budget proposal according to the state's revenue and expense accounts. The table also compares the FY 2022 and 2023 proposals.

SUMMARY

- The board's projected starting fund balance on July 1, 2022, is \$969,835.88.
- The budget anticipates \$776,576 in revenues.
- The budget would authorize \$776,959.40 in spending. This spending represents a decrease of \$335.45 (0.04%) from the FY 2022 budget.
- The board's net income is projected to be \$(383.40), though the board should review the discussion of revenues in the *Assumptions and Authorizations* section below.
- The board's ending fund balance on June 30, 2022, would be approximately \$969,452.48.

ASSUMPTIONS AND AUTHORIZATIONS

Every budget makes certain assumptions, and I've listed some assumptions below for this budget proposal (others appear in the next section of this memo).

Contracts

As part of this proposal, I ask the board to authorize me to continue or enter into any necessary contracts—the costs of which are included in the budget—to make sure that operations remain smooth, just as the board has done for the last seven fiscal years. These contracts would need to comply with statewide procurement regulations.

Board meetings

Various portions of the budget include costs associated with board meetings. The proposal assumes that the board will hold six regularly scheduled meetings. This assumption is solely for cost projection and doesn't commit the board to a schedule. This budget also assumes that the board will continue its practice of only providing per diems for "full" meetings (such as the regularly scheduled meetings) rather than brief special meetings.

Economy

There are signs that the economy may go into a recession. If that happens, the board may feel the effects of the economic downturn, depending on the nature of the recession. This budget didn't account for the possibility of an economic downturn, which would need to be addressed as necessary during the fiscal year.

DETAILED EXPLANATIONS AND JUSTIFICATIONS

This section of the memo explains portions of the budget that depart notably from the FY 2022 budget. Not all changes in spending are addressed—though the most important are—so if board members have additional questions about changes, they should feel free to contact me. The focus is on expenditures rather than revenues because the latter are projections rather than proposals. The information below is organized by the state's expenditure categories and chart of accounts, as shown in Attachment A.

Personal services (531)

This budget category includes personnel costs and employee-related expenditures, as well as per diem payments for board members. The proposed budget is higher than FY 2022 to account for the 2.5% salary increase required by the statewide budget. Since the board is an Executive Budget Act agency and the salary increases are set in session law, the board must account for the increases in this budget. Other budget accounts under personal services, such as Social Security, are also affected by the salary increase.

Please note there's a budget under consideration by the General Assembly that may revise the salary increase. In fact, the governor has proposed a higher percentage. If there's a higher increase in salaries for FY 2023, the board will need to accommodate the change through a budget revision during the fiscal year.

Purchased services (532)

Legal services (532110)

There is at least one case that may require the board to seek a court injunction. The increased costs for legal services accounts for that possibility. Depending on the number of cases, the cost may be higher and may require a budget revision. If the board decides not to pursue those cases, the board could revise this budget account downward.

Professional testing service (532170001)

As the board has previously discussed, the board has seen a significant increase in the number of apprentice applicants who fail the written exam. As a result, we've had to order more testing books. The proposed budget accounts for this increase in exams, which hopefully will be temporary.

Meals in-state (532724)

This proposal reduces the amount budgeted for meals allowed by the State Budget Manual while staff members are on overnight status. The reduction better represents the actual spending practices of the field staff.

IT-related costs (5328xx)

There are several budget accounts that deal with IT-related costs. (They all begin with 5328, with the last two digits changing account to the budget account.) As discussed in detail in the executive director report for the February 2022 board meeting (see Attachment 2 to the minutes of that meeting), the board had higher-than-usual spending in FY 2022 due to a billing issue by the Department of Information Technology. Since those expenditures were one-time costs, the FY 2023 budget reduces those costs.

Attachment A
FY 2023 Budget Proposal

June 21, 2022 meeting
ATTACHMENT 5

	FY22 Budget (Revised)	FY23 Proposed	Difference
Income			
433 - investment income			
433121 - STIF interest income	\$ 4,200.00	\$ 4,200.00	\$ -
Total 433 - investment income	\$ 4,200.00	\$ 4,200.00	\$ -
434 - sales, service, rentals			
434320 - sale of surplus property	\$ -	\$ -	\$ -
Total 434 - sales, service, rentals	\$ -	\$ -	\$ -
435 - fees, licenses, and fines			
435100 - business license fees			
435100059 - duplicate license	\$ 727.00	\$ 727.00	\$ -
435100060 - individual license	\$ 294,571.00	\$ 294,571.00	\$ -
435100061 - school permit	\$ 5,077.00	\$ 5,077.00	\$ -
435100062 - bus/shop permit	\$ 126,939.00	\$ 126,939.00	\$ -
435100063 - student permit	\$ 23,476.00	\$ 23,476.00	\$ -
435100064 - renewal-individual	\$ 60,437.00	\$ 60,437.00	\$ -
435100 - business license fees - Other	\$ -	\$ -	\$ -
Total 435100 - business license fees	\$ 511,227.00	\$ 511,227.00	\$ -
435300 - certification fees			
435300016 - instructor exam fee	\$ 7,642.00	\$ 7,642.00	\$ -
435300017 - registered exam fee	\$ 35,109.00	\$ 35,109.00	\$ -
435300018 - apprentice exam fee	\$ 119,898.00	\$ 119,898.00	\$ -
435300019 - apprentice certific	\$ 36,249.00	\$ 36,249.00	\$ -
435300020 - instructor certific	\$ 13,586.00	\$ 13,586.00	\$ -
Total 435300 - certification fees	\$ 212,484.00	\$ 212,484.00	\$ -
435400 - inspection/exam fees			
435400 - inspection/exam fees	\$ 37,652.00	\$ 37,652.00	\$ -
435500 - fines, pen, assess fee			
435500 - fines, pen, assess fee	\$ 9,326.00	\$ 9,326.00	\$ -
435800 - tuition and fees			
435830 - other fees	\$ 790.00	\$ 790.00	\$ -
Total 435800 - tuition and fees	\$ 790.00	\$ 790.00	\$ -
Total 435 - fees, licenses, and fines	\$ 771,479.00	\$ 771,479.00	\$ -
437 - miscellaneous			
432127 - procurement card rebate	\$ 250.00	\$ 250.00	\$ -
437990 - other misc revenue	\$ 647.00	\$ 647.00	\$ -
Total 437 - miscellaneous	\$ 897.00	\$ 897.00	\$ -
Total Income	\$ 776,576.00	\$ 776,576.00	\$ -
Expense			
531 - personal services			
531112 - EPA regular salaries	\$ 298,981.52	\$ 309,446.48	\$ 10,464.96
531462 - longevity - receipts	\$ 4,722.30	\$ 4,900.87	\$ 178.57
531466 - bonus ARPA receipts	\$ 8,500.00	\$ -	\$ (8,500.00)
531512 - Social Security	\$ 21,621.78	\$ 22,947.36	\$ 1,325.58
531522 - regular retirement	\$ 66,701.76	\$ 75,443.36	\$ 8,741.60
531562 - medical insurance	\$ 38,290.56	\$ 39,610.16	\$ 1,319.60
531576 - flexible spending acct	\$ 793.50	\$ 780.00	\$ (13.50)
531651 - comp to board members	\$ 2,400.00	\$ 2,400.00	\$ -
Total 531 - personal services	\$ 442,011.42	\$ 455,528.23	\$ 13,516.81
532 - purchased services			
532110 - legal services	\$ 9,054.96	\$ 20,000.00	\$ 10,945.04
532120 - financial/audit svcs	\$ 14,000.00	\$ 14,500.00	\$ 500.00
532145 - managed server support	\$ 51,811.25	\$ 48,763.58	\$ (3,047.67)

**Attachment A
FY 2023 Budget Proposal**

June 21, 2022 meeting
ATTACHMENT 5

	FY22 Budget (Revised)	FY23 Proposed	Difference
532170001 - prof testing serv	\$ 11,000.00	\$ 16,000.00	\$ 5,000.00
532184 - janitorial services	\$ 4,200.00	\$ 4,200.00	\$ -
532199 - misc contract services	\$ 28,006.00	\$ 27,969.00	\$ (37.00)
532430 - maint agrment - equip	\$ 1,917.00	\$ 1,917.00	\$ -
532512 - rental of bldg/prop	\$ 24,156.54	\$ 24,881.28	\$ 724.74
532714 - ground trans in-state	\$ 22,500.00	\$ 24,200.00	\$ 1,700.00
532721 - lodging in-state	\$ 18,000.00	\$ 18,000.00	\$ -
532724 - meals in-state	\$ 12,750.00	\$ 9,000.00	\$ (3,750.00)
532731 - board/non-emp transpor	\$ 1,860.00	\$ 1,000.00	\$ (860.00)
532732 - board/non-emp subsist	\$ 2,900.00	\$ 1,200.00	\$ (1,700.00)
532811 - telephone service	\$ 2,400.00	\$ 1,800.00	\$ (600.00)
532814 - cellular phone service	\$ 6,240.00	\$ 6,180.00	\$ (60.00)
532815 - email and calendaring	\$ 445.59	\$ 360.00	\$ (85.59)
532822 - managed LAN svc charge	\$ 3,396.48	\$ 3,978.72	\$ 582.24
532824 - managed server support	\$ 3,540.18	\$ -	\$ (3,540.18)
532825 - managed WAN service	\$ 14,710.21	\$ 14,217.60	\$ (492.61)
532826 - software subscriptions	\$ 10,545.96	\$ 4,150.00	\$ (6,395.96)
532828 - managed desktop services	\$ 16,322.68	\$ 9,096.00	\$ (7,226.68)
532840 - postage & delivery	\$ 1,500.00	\$ 1,800.00	\$ 300.00
532840003 - postage/postal meter charges	\$ 13,000.00	\$ 13,000.00	\$ -
532850 - printing, binding, dup	\$ 9,000.00	\$ 7,000.00	\$ (2,000.00)
532911 - insurance - property	\$ 25,000.00	\$ 26,000.00	\$ 1,000.00
532942 - other emp trng expense	\$ 100.00	\$ 100.00	\$ -
Total 532 - purchased services	\$ 308,356.85	\$ 299,313.18	\$ (9,043.67)
533 - Supplies			
533110 - general office supply	\$ 6,518.00	\$ 6,000.00	\$ (518.00)
Total 533 - Supplies	\$ 6,518.00	\$ 6,000.00	\$ (518.00)
534 - property, plant, & equip			
534511 - furniture - office	\$ 1,042.00	\$ 370.00	\$ (672.00)
534534 - PC and printer purchases	\$ 5,325.68	\$ 1,647.99	\$ (3,677.69)
Total 534 - property, plant, & equip	\$ 6,367.68	\$ 2,017.99	\$ (4,349.69)
535 - other expenses and adjust			
535830 - member dues & subcript	\$ 270.00	\$ 630.00	\$ 360.00
535900 - other expenses	\$ 100.00	\$ 470.00	\$ 370.00
Total 535 - other expenses and adjust	\$ 370.00	\$ 1,100.00	\$ 730.00
538 - intragovernmental transac			
538030 - fine/penalty transfer	\$ 13,000.00	\$ 13,000.00	\$ -
Total 538 - intragovernmental transac	\$ 13,000.00	\$ 13,000.00	\$ -
Total Expense	\$ 776,623.95	\$ 776,959.40	\$ 335.45
Net Income	\$ (47.95)	\$ (383.40)	\$ (335.45)