

Agency Summary And Certification

FY 2027 Request

Agency: Division of Occupational and Professional Licenses

427

In accordance with 67-3502 Idaho Code, I certify the included budget properly states the receipts and expenditures of the departments (agency, office, or institution) for the fiscal years indicated.

Signature of Department
Director:

Russell Barron

Date: 09/02/2025

			FY 2025 Total Appropriation	FY 2025 Total Expenditures	FY 2026 Original Appropriation	FY 2026 Estimated Expenditures	FY 2027 Total Request
Appropriation Unit							
Administration			6,104,000	23,400	50,000	50,000	50,000
Building Construction and Real Estate			22,518,800	24,981,200	23,165,900	23,325,600	25,105,900
Health Professions			8,912,000	9,052,700	8,784,400	8,843,400	9,207,000
Occupations			5,001,300	4,147,300	5,207,800	5,936,000	6,251,000
Total			42,536,100	38,204,600	37,208,100	38,155,000	40,613,900
By Fund Source							
D	22800	Dedicated	350,000	28,400	0	0	0
D	22900	Dedicated	40,483,800	37,112,100	35,403,100	36,343,000	38,718,700
F	34800	Federal	206,800	78,200	214,500	216,500	222,400
D	34910	Dedicated	896,700	516,800	962,800	967,100	1,007,700
D	34911	Dedicated	598,800	469,100	627,700	628,400	665,100
Total			42,536,100	38,204,600	37,208,100	38,155,000	40,613,900
By Account Category							
Personnel Cost			24,257,600	22,625,700	25,856,100	26,406,900	28,332,100
Operating Expense			16,779,400	14,440,800	10,396,400	10,738,900	10,901,600
Capital Outlay			1,094,000	1,138,300	900,500	925,500	1,296,500
Trustee/Benefit			405,100	(200)	55,100	83,700	83,700
Total			42,536,100	38,204,600	37,208,100	38,155,000	40,613,900
FTP Positions			267.2	267.2	267.2	267.2	267.2
Total			267.2	267.2	267.2	267.2	267.2

Agency: Division of Occupational and Professional Licenses

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Division: Division of Occupational and Professional Licenses

BO1

Statutory Authority: Title 67, Chapter 26 ; Title 36, Chapter 21; Title 54, Chapters 1-7, 9-37, 39-48, 50-58, Idaho Code.

The Division of Occupational and Professional Licenses (DOPL) was created with the passage of H318 in 2020. Pursuant to Section 67-2601(2)(h), Idaho Code, the Division of Occupational and Professional Licenses exists within the Department of Self-Governing Agencies. On June 3, 2020, the Governor issued Executive Order 2020-10 reorganizing 11 agencies into one. As of 7/1/25, the 44 Boards and Commissions, 3 safety programs, and 8 advisory committees of DOPL are organized into three bureaus, with the fourth bureau containing administrative functions that are common across all three bureaus.

1. Building, Construction, and Real Estate Bureau

Includes: the Electrical Board, Damage Prevention Board, Building Code, Public Work's Contractor's License Board, Plumbing Board, Idaho Heating , Ventilation & Air Conditioning Board, Factory Built Structures Board, Liquefied Petroleum Gas Safety Board, State Board of Drinking Water & Wastewater Professionals, Registration for Professional Geologists, Contractor's Board, Board of Architects and Landscape Architects, Real Estate Commission, Real Estate Appraiser Board, Idaho Board of Professional Engineers & Professional Land Surveyors, Elevator Safety Program, Industrial Safety Program, and Logging Safety Program.

2. Occupational Licenses Bureau

Includes: Board of Accountancy, Outfitters & Guides Licensing Board, Board of Acupuncture, Athletic Commission, Diving Business Licensure Board, State Board of Social Work Examiners, State Board of Chiropractic Physicians, Barber and Cosmetology Services Licensing Board, Idaho State Licensing Board of Professional Counselors, Marriage & Family Therapists, Genetic Counselors Licensing Board, Board of Morticians, Board of Massage Therapy, Long Term Care Facility Board, and Certified Shorthand Reporters Board.

3. Health Professions Bureau Includes: State Board of Dentistry, State Board of Medicine, Allied Health Board, Board of Nursing, Board of Veterinary Medicine, State Board of Pharmacy, Physical Therapy Licensure Board, State Board of Optometry, State Board of Podiatry, Occupational Therapy Licensing Board, Board of Psychologist Examiners, Speech Hearing and Communication Services Licensure Board, Board of Naturopathic Health Care and State Board of Dentistry.

4. Administration

Provides: legal services, information technology, customer service, and financial support.

Divisions Mission

The mission of the Idaho Division of Occupational and Professional Licenses (DOPL) is to provide consumer protection and public safety through regulation of over 250,000 licensees within more than 44 Boards and Commissions.



State of Idaho

Division of Occupational and Professional Licenses

BRAD LITTLE
Governor
RUSSELL BARRON
Administrator

11341 W Chinden Blvd.
P.O. Box 83720
Boise, ID 83720-0063
(208) 334-3233
dopl.idaho.gov

Division of Occupational and Professional Licenses Organizational Chart

Total Number of FTP in Division:
267.2

Russell Barron
Role: Administrator
Class Code: Administrator

Katelyn Hobbs
Role: Executive Assistant
Class
Code: Management Assistant

Nicki Chopski
Role: Bureau Chief, Health
Professions
Class Code: Bureau Chief

Amy Lorenzo
Role: Bureau Chief, Building,
Construction, and Real Estate
Class Code: Bureau Chief

John Price
Role: Bureau Chief,
Occupational Licenses
Class Code: Bureau Chief

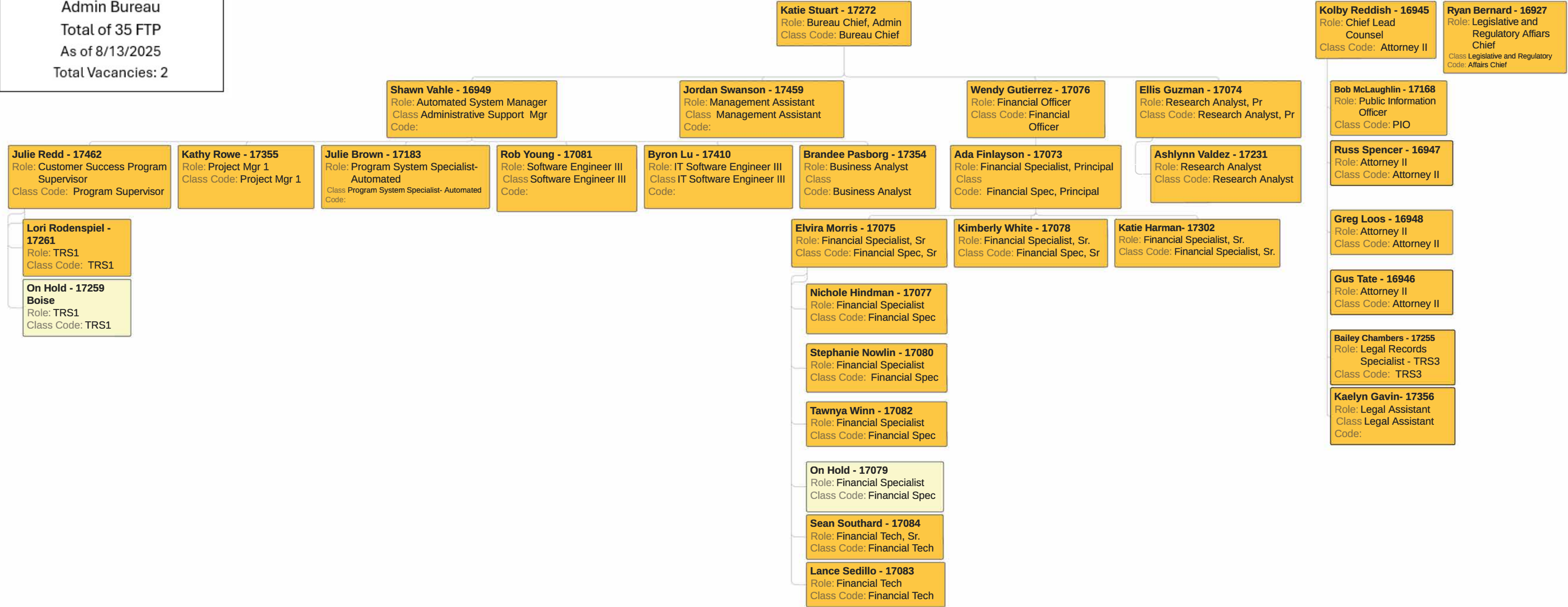
Katie Stuart
Role: Bureau Chief, Admin
Class Code: Bureau Chief

Kolby Reddish
Role: Chief Legal Counsel
Class Code: Attorney II

Ryan Bernard
Role: Legislative and Regulatory
Affairs Chief
Class Legislative and Regulatory
Code: Affairs Chief (3690)

As of 8/13/2025
Total Vacancies: 0

Admin Bureau
Total of 35 FTP
As of 8/13/2025
Total Vacancies: 2



Building Construction & Real Estate Bureau
Total of 145.2 FTP
As of 8/13/2025
Total Vacancies: 9

Amy Lorenzo - 16999
Role: BCRE Bureau Chief
Class Code: Bureau Chief

Licensing and Board Services

Jessica Spoja - 17187
Role: Licensing/Registration Manager
Class Code: Program Manager

Michelle Bird - 17186
Role: Investigations Unit Manager (EO)
Class Code: Program Manager

Trica Asplund - 17251
Role: Licensing Specialist
Class Code: TRS2

Ron Bassett - 17185
Role: Board Services Manager
Class Code: Program Manager

Ashlee Boyle - 17318
Role: Licensing Supervisor
Class Code: Program Specialist

Ryan Allstott - 17320
Role: Licensing Supervisor
Class Code: Program Specialist

Nicole Kenyon - 17319
Role: Licensing Supervisor
Class Code: Program Specialist

Deidre Burns - 17257
Role: Licensing Specialist
Class Code: TRS2

Erin Einarsson - 17193
Role: Board Support Supervisor
Class Code: Program Supervisor

Melissa Ferguson - 17194
Role: Exam Education/Curriculum
Class Code: Program Supervisor

Vada Manhire-Mendoza - 17279
Role: Licensing Specialist
Class Code: TRS2

Kaitlin Kinne - 17277
Role: Licensing Specialist
Class Code: TRS2

Adriana Burton - 17290
Role: Licensing Specialist
Class Code: TRS2

Heidi Thieman - 17253
Role: Licensing Specialist
Class Code: TRS2

Amanda Lee - 16915
Role: Board Support Specialist
Class Code: AA2

Saychelle Roberts - 17276
Role: TRS2
Class Code: TRS2

Kaitlyn O'Meara - 17287
Role: Licensing Specialist
Class Code: TRS2

Mary Urquidi - 17283
Role: Licensing Specialist
Class Code: TRS2

Patty Sayre - 17282
Role: Licensing Specialist
Class Code: TRS2

Rose Knight - 17260
Role: Licensing Specialist
Class Code: TRS2

Charlotte Kovac - 16915
Role: Board Support Specialist
Class Code: AA2

Amy Kohler - 17461
Role: Program Specialist
Class Program Specialist Code:

Ann Burrell - 17285
Role: Licensing Specialist
Class Code: TRS2

Jana Mitchell - 17280
Role: Licensing Specialist
Class Code: TRS2

Joey Quitugua - 17281
Role: Licensing Specialist
Class Code: TRS2

Heather Smith-Stewart - 17252
Role: Licensing Specialist
Class Code: TRS2

Alice Young - 17250
Role: Training Specialist
Class Training Specialist Code:

Jared Williams - 17294
Role: Licensing Specialist
Class Code: TRS2

Delphina Feige - 17291
Role: Licensing Specialist
Class Code: TRS2

Vacant - 17288
Role: Licensing Specialist
Class Code: TRS2

Vacant - 17262
Role: Licensing Specialist
Class Code: TRS2

Jeannien DeWitt - 17460
Role: Program Specialist
Class Program Specialist Code:

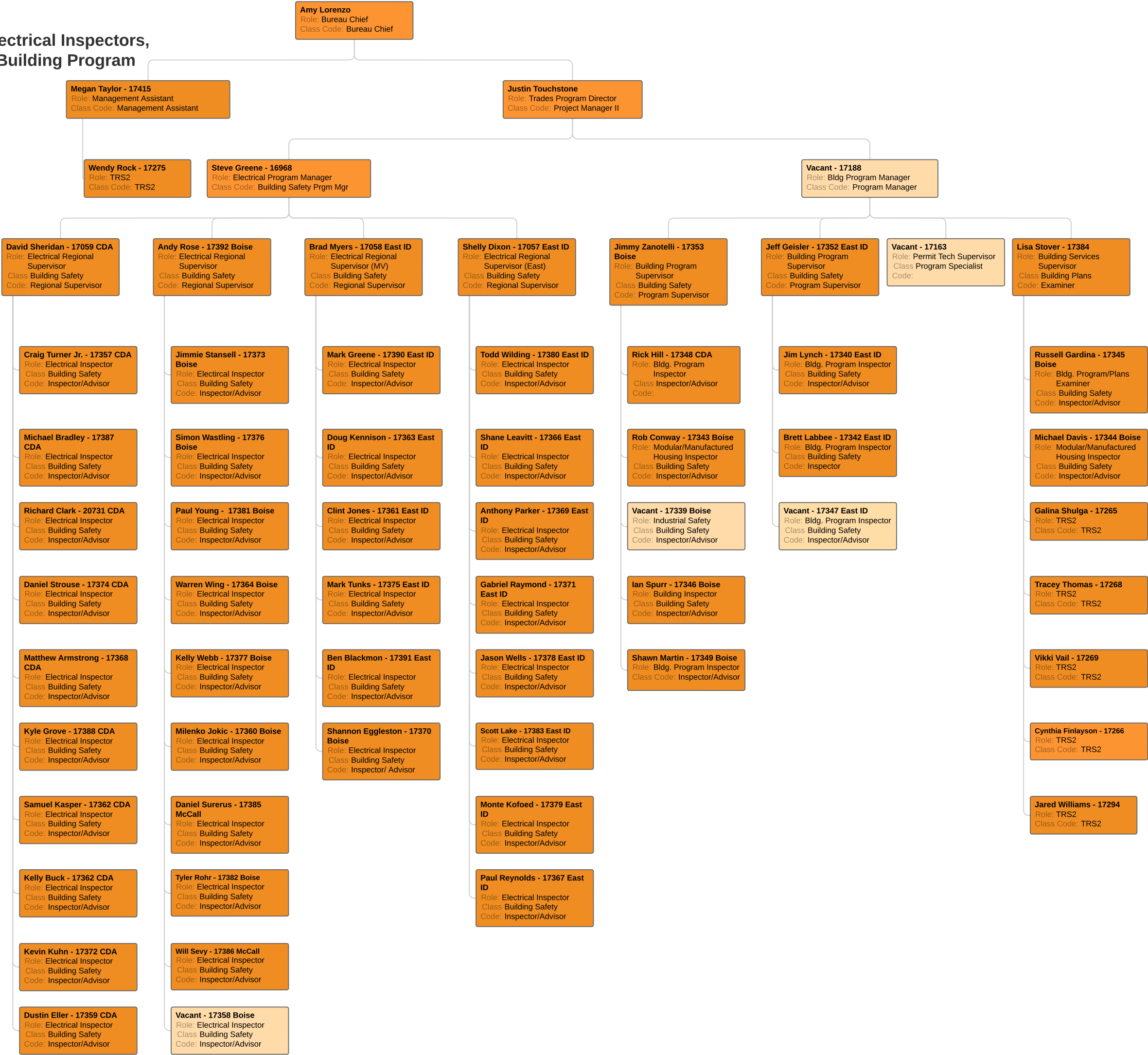
Claire England - 17278
Role: Licensing Specialist
Class Code: TRS2

Amanda Paterson - 17289
Role: Licensing Specialist
Class Code: TRS2

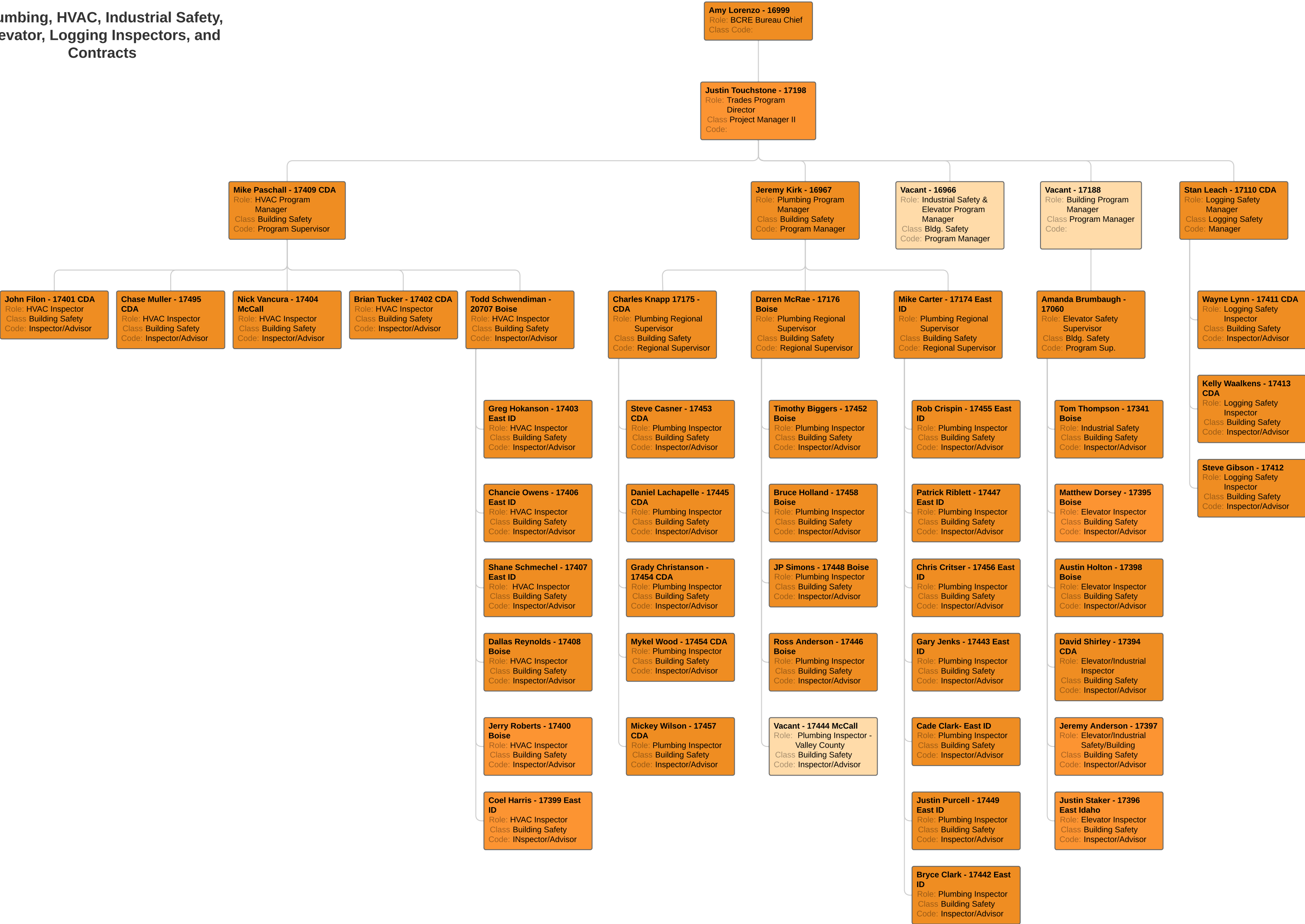
Lauren Emerick - 17284
Role: TRS2
Class Code: TRS2

Makaila Phillips - 17258
Role: Licensing Specialist
Class Code: TRS2

Electrical Inspectors,
Building Program



Plumbing, HVAC, Industrial Safety,
Elevator, Logging Inspectors, and
Contracts

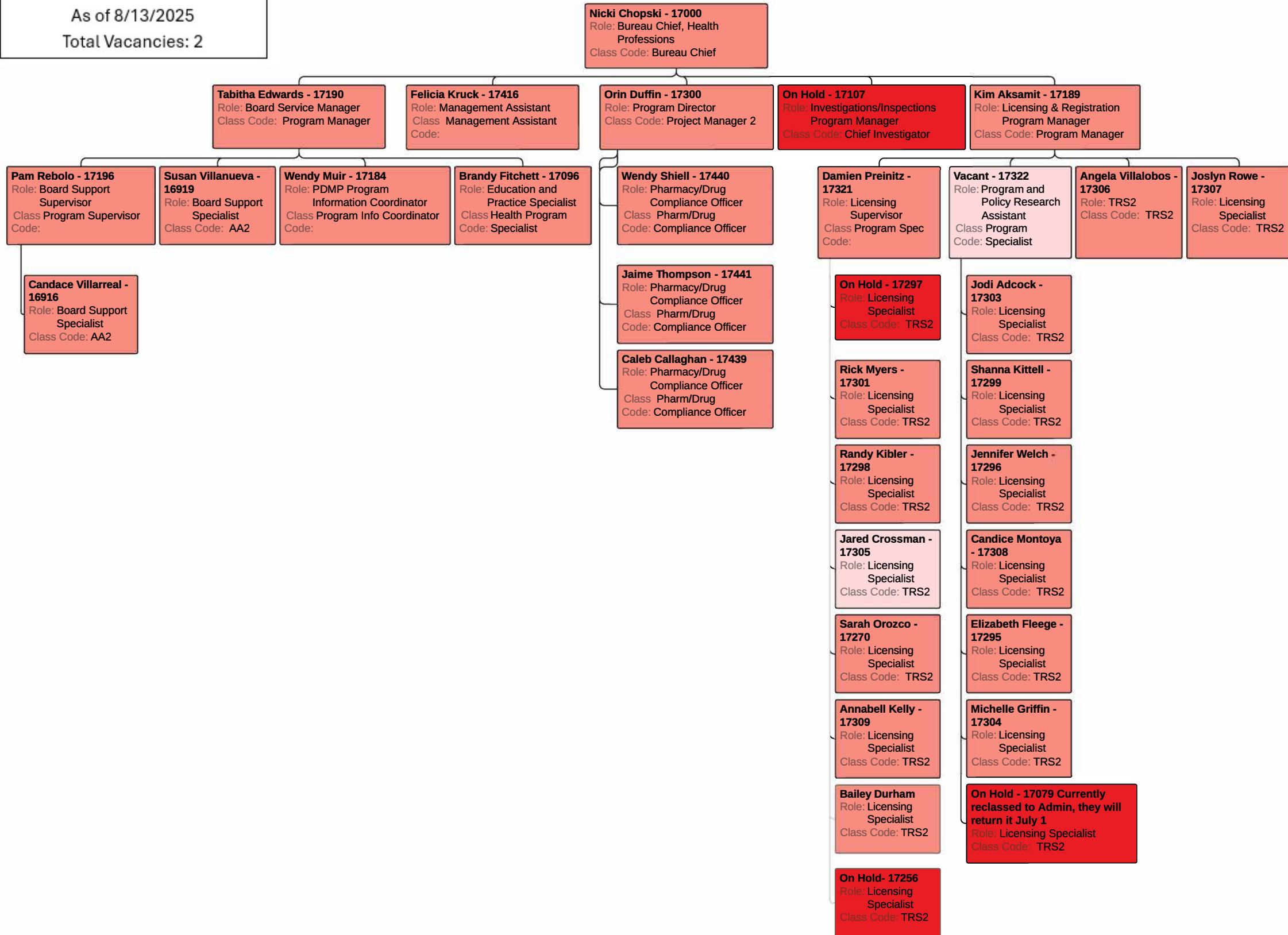


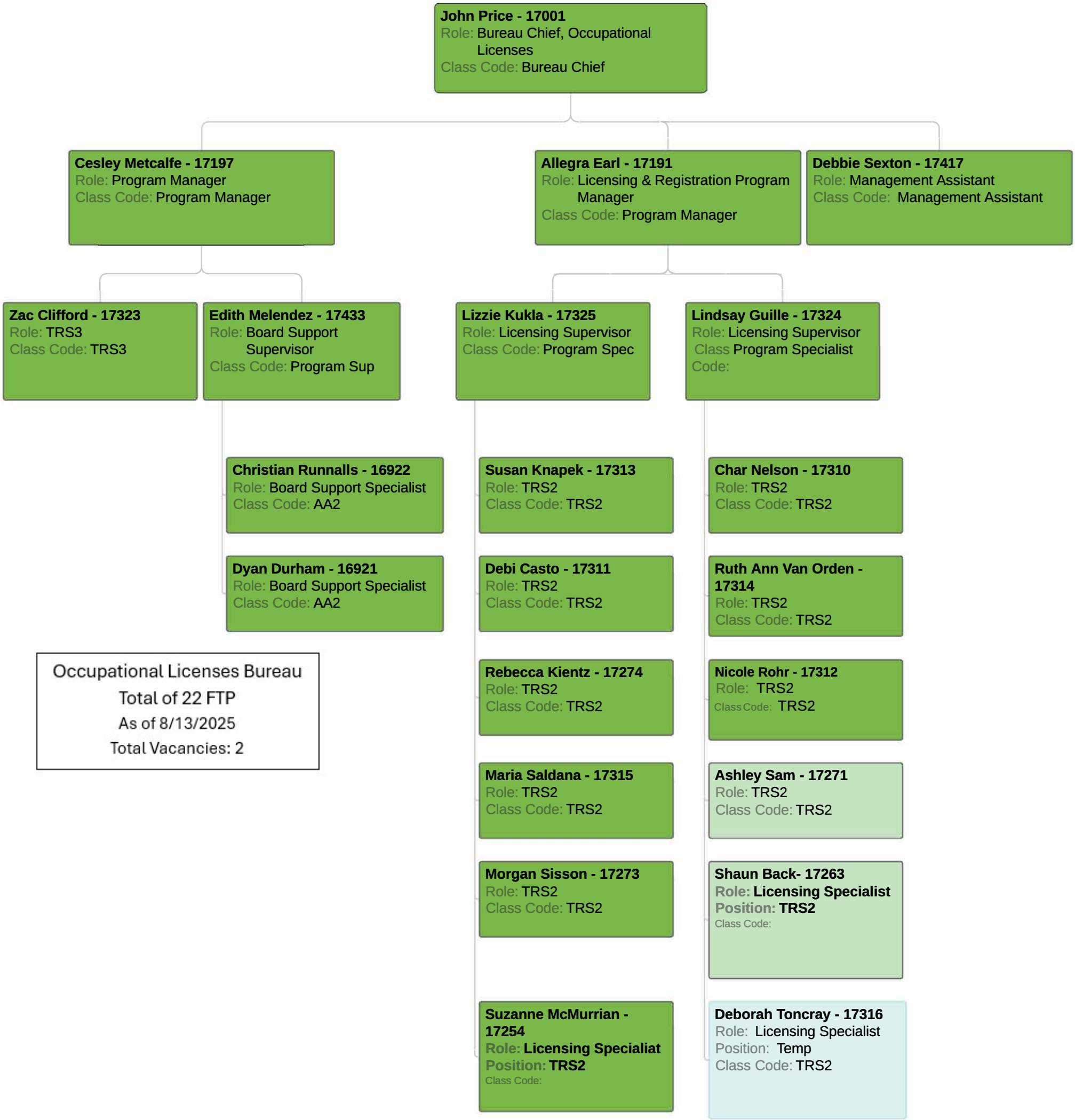
Health Professions Bureau

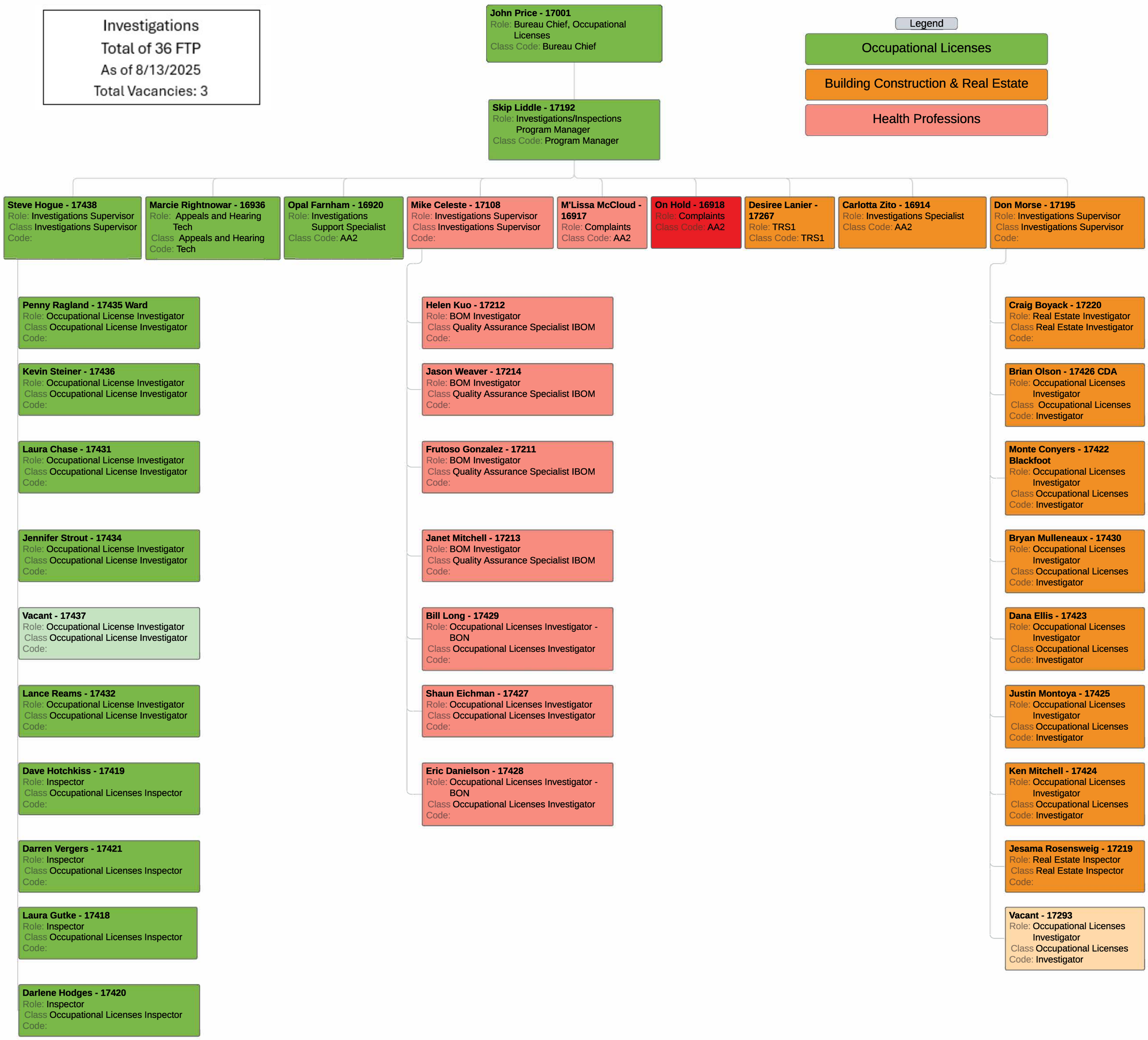
Total of 33 FTP

As of 8/13/2025

Total Vacancies: 2







Agency Revenues

Request for Fiscal Year: 2027

Agency: Division of Occupational and Professional Licenses

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		FY 23 Actuals	FY 24 Actuals	FY 25 Actuals	FY 26 Estimated Revenue	FY 27 Estimated Revenue	Significant Assumptions
Fund	22900 State Regulatory Funds						
400	Taxes Revenue	21,400	0	0	0	0	
410	License, Permits & Fees	31,559,100	36,243,200	36,401,800	36,500,000	36,500,000	
433	Fines, Forfeit & Escheats	864,900	1,452,400	31,400	35,000	35,000	
435	Sale of Services	717,400	17,300	0	100	100	
441	Sales of Goods	4,400	1,400	2,100	2,500	2,500	
445	Sale of Land, Buildings & Equipment	162,900	83,400	245,500	225,000	60,000	
450	Fed Grants & Contributions	99,200	100	(42,400)	50,000	50,000	
463	Rent And Lease Income	0	0	7,700	7,800	7,800	
470	Other Revenue	138,000	251,900	713,200	500,000	500,000	
	State Regulatory Funds Total	33,567,300	38,049,700	37,359,300	37,320,400	37,155,400	
Fund	34800 Federal (Grant)						
410	License, Permits & Fees	12,300	0	0	0	0	
450	Fed Grants & Contributions	99,200	0	0	40,000	40,000	PUC Grant associated with direct costs
470	Other Revenue	0	34,700	0	0	0	Revenues vary significantly each year depending on inspection costs
480	Transfers and Other Financial Sources	0	97,000	84,200	90,000	90,000	
	Federal (Grant) Total	111,500	131,700	84,200	130,000	130,000	
Fund	34910 Miscellaneous Revenue: Div Bldg Safety-Industrial						
410	License, Permits & Fees	61,200	36,800	0	0	0	
433	Fines, Forfeit & Escheats	0	1,400	0	0	0	
470	Other Revenue	594,100	471,800	481,500	500,000	500,000	
	Miscellaneous Revenue: Div Bldg Safety-Industrial Total	655,300	510,000	481,500	500,000	500,000	

Agency Revenues

Request for Fiscal Year: 2027

Fund 34911 Miscellaneous Revenue: Div Bldg Safety-Logging

410	License, Permits & Fees	0	4,100	0	0	0
445	Sale of Land, Buildings & Equipment	0	0	21,400	0	0
470	Other Revenue	468,100	383,000	452,700	470,000	470,000
Miscellaneous Revenue: Div Bldg Safety-Logging Total		468,100	387,100	474,100	470,000	470,000
Agency Name Total		34,802,200	39,078,500	38,399,100	38,420,400	38,255,400

FORM B12: ANALYSIS OF FUND BALANCES

Agency/Department: Idaho Division of Occupational and Professional Licenses
Original Request Date: August 29, 2025

Request for Fiscal Year : 2027
Agency Number: 427

Sources and Uses:

FUND NAME:	State Regulatory Funds	FUND CODE:	22900	FY 2024 Actual	FY 2025 Actual	FY 2026 Estimate	FY 2027 Estimate
01. Beginning Unobligated Cash Balance				55,230,000	63,220,500	65,851,400	65,851,400
02. Prior Year Executive Carry Forward [DU 1.13 Executive Branch Authorized Carry Over]						245,700	0
03. Prior Year Reappropriation [DU 0.41 Legislature Authorized Carry Over]							0
04. Subtotal Beginning Cash Balance				55,230,000	63,220,500	66,097,100	65,851,400
05. Revenues [from Form B-11]				39,078,700	38,399,000		
06. Non-Revenue Receipts and Other Adjustments				19,800	(7,200)		
07. Statutory Transfers In							
08. Operating Transfers In				1,063,500	775,900		
09. Subtotal Cash Available for the Year				95,392,000	102,388,200	66,097,100	65,851,400
10. Statutory Transfers Out							
11. Operating Transfers Out				1,063,500			
12. Non-Expenditure Distributions and Other Adjustments				939,600	(67,900)		
13. Total Cash Available for Year [=Row 9 - (Rows 10→12)]				93,388,900	102,456,100	66,097,100	65,851,400
14. Borrowing Limit							
15. Total Available Funds for the Year				93,388,900	102,456,100	66,097,100	65,851,400
16. Original Appropriation				34,666,000	36,482,100		
17. Prior Year Reappropriation [same as Row 03]							
18. Legislative Supplementals and (Rescissions)							
19. Subtotal Legislative Authorizations				34,666,000	36,482,100	0	0
20. Prior Year Executive Carry Forward [DU 1.13, same as Row 02]						245,700	0
21. Non-cogs and Receipts to Appropriations [DU 1.12 & DU 1.4x]					122,600		
22. Total Spending Authorizations				34,666,000	36,604,700	245,700	0
23. Executive Carry Forward Reversions/Cancelations (DU 1.81)							
24. Final Year End Reversions (DU 1.61)				4,497,600			
25. Subtotal Reversions & Cancelations				4,497,600	0	0	0
26. Current Year Executive Carry Forward To Next Year [DU 1.81]					245,700		
27. Current Year Reappropriation To Next Year [DU 1.7x]							
28. Total Unused Spending Authorizations				4,497,600	245,700	0	0
29. Authorized Total Cash Expenditures [= Row 22 - Row 29]				30,168,400	36,359,000	245,700	0
30. Continuously Appropriated Expenditures							
31. Ending Available Operating Funds Balance [= Row 15 - Row 29 - Row 30]				63,220,500	66,097,100	65,851,400	65,851,400
32. Current Year Executive Carry Forward To Next Year [DU 1.81]					245,700	0	0
33. Current Year Reappropriation To Next Year [DU 1.7x]						0	0
34. Borrowing Limit						0	0
35. Ending Unobligated Cash Balance [= Row 31 - (Rows 32→ 34)]				63,220,500	65,851,400	65,851,400	65,851,400
36. Investments Direct by Agency							
37. Ending Unobligated Cash Balance Plus Direct Investments				63,220,500	65,851,400	65,851,400	65,851,400
38. Outstanding Loans [if this fund is part of a loan program]							

FORM B12: ANALYSIS OF FUND BALANCES

Agency/Department: Idaho Division of Occupational and Professional Licenses
Original Request Date: August 29, 2025

Request for Fiscal Year : 2027
Agency Number: 427

Sources and Uses:

FUND NAME:	Federal (Grant)	FUND CODE:	34800				
				FY 2024 Actual	FY 2025 Actual	FY 2026 Estimate	FY 2027 Estimate
01. Beginning Unobligated Cash Balance				14,400	81,800	700	170,800
02. Prior Year Executive Carry Forward [DU 1.13 Executive Branch Authorized Carry Over]					0		0
03. Prior Year Reappropriation [DU 0.41 Legislature Authorized Carry Over]							0
04. Subtotal Beginning Cash Balance				14,400	81,800	700	170,800
05. Revenues [from Form B-11]				131,700	125,700	170,100	170,100
06. Non-Revenue Receipts and Other Adjustments							
07. Statutory Transfers In							
08. Operating Transfers In							
09. Subtotal Cash Available for the Year				146,100	207,500	170,800	340,900
10. Statutory Transfers Out							
11. Operating Transfers Out				6,200			
12. Non-Expenditure Distributions and Other Adjustments							
13. Total Cash Available for Year [=Row 9 - (Rows 10→12)]				139,900	207,500	170,800	340,900
14. Borrowing Limit							
15. Total Available Funds for the Year				139,900	207,500	170,800	340,900
16. Original Appropriation				204,300	206,800		
17. Prior Year Reappropriation [same as Row 03]							0
18. Legislative Supplementals and (Rescissions)							
19. Subtotal Legislative Authorizations				204,300	206,800	0	0
20. Prior Year Executive Carry Forward [DU 1.13, same as Row 02]					0		0
21. Non-cogs and Receipts to Appropriations [DU 1.12 & DU 1.4x]							
22. Total Spending Authorizations				204,300	206,800	0	0
23. Executive Carry Forward Reversions/Cancelations (DU 1.81)							
24. Final Year End Reversions (DU 1.61)				146,200			
25. Subtotal Reversions & Cancelations				146,200	0	0	0
26. Current Year Executive Carry Forward To Next Year [DU 1.81]							
27. Current Year Reappropriation To Next Year [DU 1.7x]							
28. Total Unused Spending Authorizations				146,200	0	0	0
29. Authorized Total Cash Expenditures [= Row 22 - Row 29]				58,100	206,800	0	0
30. Continuously Appropriated Expenditures							
31. Ending Available Operating Funds Balance [= Row 15 - Row 29 - Row 30]				81,800	700	170,800	340,900
32. Current Year Executive Carry Forward To Next Year [DU 1.81]						0	0
33. Current Year Reappropriation To Next Year [DU 1.7x]						0	0
34. Borrowing Limit						0	0
35. Ending Unobligated Cash Balance [= Row 31 - (Rows 32→ 34)]				81,800	700	170,800	340,900
36. Investments Direct by Agency							
37. Ending Unobligated Cash Balance Plus Direct Investments				81,800	700	170,800	340,900
38. Outstanding Loans [if this fund is part of a loan program]							

FORM B12: ANALYSIS OF FUND BALANCES

Agency/Department: Idaho Division of Occupational and Professional Licenses
Original Request Date: August 29, 2025

Request for Fiscal Year : 2027
Agency Number: 427

Sources and Uses:

FUND NAME: Misc Revenue: Div Bldg Safety - Industrial		FUND CODE: 34910		FY 2024 Actual	FY 2025 Actual	FY 2026 Estimate	FY 2027 Estimate
01. Beginning Unobligated Cash Balance				410,100	423,200	7,800	7,800
02. Prior Year Executive Carry Forward [DU 1.13 Executive Branch Authorized Carry Over]							0
03. Prior Year Reappropriation [DU 0.41 Legislature Authorized Carry Over]							0
04. Subtotal Beginning Cash Balance				410,100	423,200	7,800	7,800
05. Revenues [from Form B-11]				510,100	481,500		
06. Non-Revenue Receipts and Other Adjustments							
07. Statutory Transfers In							
08. Operating Transfers In							
09. Subtotal Cash Available for the Year				920,200	904,700	7,800	7,800
10. Statutory Transfers Out							
11. Operating Transfers Out							
12. Non-Expenditure Distributions and Other Adjustments				(200)	200		
13. Total Cash Available for Year [=Row 9 - (Rows 10→12)]				920,400	904,500	7,800	7,800
14. Borrowing Limit							
15. Total Available Funds for the Year				920,400	904,500	7,800	7,800
16. Original Appropriation				881,900	896,700		
17. Prior Year Reappropriation [same as Row 03]							0
18. Legislative Supplementals and (Rescissions)							
19. Subtotal Legislative Authorizations				881,900	896,700	0	0
20. Prior Year Executive Carry Forward [DU 1.13, same as Row 02]							0
21. Non-cogs and Receipts to Appropriations [DU 1.12 & DU 1.4x]							
22. Total Spending Authorizations				881,900	896,700	0	0
23. Executive Carry Forward Reversions/Cancelations (DU 1.81)							
24. Final Year End Reversions (DU 1.61)				384,700			
25. Subtotal Reversions & Cancelations				384,700	0	0	0
26. Current Year Executive Carry Forward To Next Year [DU 1.81]							
27. Current Year Reappropriation To Next Year [DU 1.7x]							
28. Total Unused Spending Authorizations				384,700	0	0	0
29. Authorized Total Cash Expenditures [= Row 22 - Row 29]				497,200	896,700	0	0
30. Continuously Appropriated Expenditures							
31. Ending Available Operating Funds Balance [= Row 15 - Row 29 - Row 30]				423,200	7,800	7,800	7,800
32. Current Year Executive Carry Forward To Next Year [DU 1.81]						0	0
33. Current Year Reappropriation To Next Year [DU 1.7x]						0	0
34. Borrowing Limit						0	0
35. Ending Unobligated Cash Balance [= Row 31 - (Rows 32→ 34)]				423,200	7,800	7,800	7,800
36. Investments Direct by Agency							
37. Ending Unobligated Cash Balance Plus Direct Investments				423,200	7,800	7,800	7,800
38. Outstanding Loans [if this fund is part of a loan program]							

FORM B12: ANALYSIS OF FUND BALANCES

Agency/Department: Idaho Division of Occupational and Professional Licenses
Original Request Date: August 29, 2025

Request for Fiscal Year : 2027
Agency Number: 427

Sources and Uses:

FUND NAME:		Misc Revenue: Div Bldg Safety - Logging	FUND CODE: 34911		FY 2024 Actual	FY 2025 Actual	FY 2026 Estimate	FY 2027 Estimate
01.	Beginning Unobligated Cash Balance				208,800	152,600	25,200	25,200
02.	Prior Year Executive Carry Forward [DU 1.13 Executive Branch Authorized Carry Over]							0
03.	Prior Year Reappropriation [DU 0.41 Legislature Authorized Carry Over]							0
04.	Subtotal Beginning Cash Balance				208,800	152,600	25,200	25,200
05.	Revenues [from Form B-11]				387,100	474,000		
06.	Non-Revenue Receipts and Other Adjustments							
07.	Statutory Transfers In							
08.	Operating Transfers In							
09.	Subtotal Cash Available for the Year				595,900	626,600	25,200	25,200
10.	Statutory Transfers Out							
11.	Operating Transfers Out							
12.	Non-Expenditure Distributions and Other Adjustments				(2,500)	2,600		
13.	Total Cash Available for Year [=Row 9 - (Rows 10→12)]				598,400	624,000	25,200	25,200
14.	Borrowing Limit							
15.	Total Available Funds for the Year				598,400	624,000	25,200	25,200
16.	Original Appropriation				591,800	598,800		
17.	Prior Year Reappropriation [same as Row 03]							0
18.	Legislative Supplementals and (Rescissions)							
19.	Subtotal Legislative Authorizations				591,800	598,800	0	0
20.	Prior Year Executive Carry Forward [DU 1.13, same as Row 02]							0
21.	Non-cogs and Receipts to Appropriations [DU 1.12 & DU 1.4x]							
22.	Total Spending Authorizations				591,800	598,800	0	0
23.	Executive Carry Forward Reversions/Cancelations (DU 1.81)							
24.	Final Year End Reversions (DU 1.61)				146,000			
25.	Subtotal Reversions & Cancelations				146,000	0	0	0
26.	Current Year Executive Carry Forward To Next Year [DU 1.81]							
27.	Current Year Reappropriation To Next Year [DU 1.7x]							
28.	Total Unused Spending Authorizations				146,000	0	0	0
29.	Authorized Total Cash Expenditures [= Row 22 - Row 29]				445,800	598,800	0	0
30.	Continuously Appropriated Expenditures							
31.	Ending Available Operating Funds Balance [= Row 15 - Row 29 - Row 30]				152,600	25,200	25,200	25,200
32.	Current Year Executive Carry Forward To Next Year [DU 1.81]						0	0
33.	Current Year Reappropriation To Next Year [DU 1.7x]						0	0
34.	Borrowing Limit						0	0
35.	Ending Unobligated Cash Balance [= Row 31 - (Rows 32→ 34)]				152,600	25,200	25,200	25,200
36.	Investments Direct by Agency							
37.	Ending Unobligated Cash Balance Plus Direct Investments				152,600	25,200	25,200	25,200
38.	Outstanding Loans [if this fund is part of a loan program]							

			FTP	Personnel Costs	Operating Expense	Capital Outlay	Trustee Benefit	Total	
Agency	Division of Occupational and Professional Licenses								427
Division	Division of Occupational and Professional Licenses								BO1
Appropriation Unit	Administration								DPLA
FY 2025 Total Appropriation									
1.00	FY 2025 Total Appropriation								DPLA
	1442, 1270								
	22900	Dedicated	0.00	0	6,104,000	0	0	6,104,000	
			0.00	0	6,104,000	0	0	6,104,000	
1.31	Transfers Between Programs								DPLA
	22800	Dedicated	0.00	0	0	0	350,000	350,000	
	22900	Dedicated	0.00	0	(6,054,000)	0	0	(6,054,000)	
			0.00	0	(6,054,000)	0	350,000	(5,704,000)	
1.61	Reverted Appropriation Balances								DPLA
	22800	Dedicated	0.00	0	0	0	(321,600)	(321,600)	
	22900	Dedicated	0.00	0	(55,000)	0	0	(55,000)	
			0.00	0	(55,000)	0	(321,600)	(376,600)	
1.71	Legislative Reappropriation								DPLA
	22900	Dedicated	0.00	0	0	0	0	0	
			0.00	0	0	0	0	0	
FY 2025 Actual Expenditures									
2.00	FY 2025 Actual Expenditures								DPLA
	22800	Dedicated	0.00	0	0	0	28,400	28,400	
	22900	Dedicated	0.00	0	(5,000)	0	0	(5,000)	
			0.00	0	(5,000)	0	28,400	23,400	
FY 2026 Original Appropriation									
3.00	FY 2026 Original Appropriation								DPLA
	S1109,S1177								
	22900	Dedicated	0.00	0	50,000	0	0	50,000	
			0.00	0	50,000	0	0	50,000	
FY 2026Total Appropriation									
5.00	FY 2026 Total Appropriation								DPLA
	22900	Dedicated	0.00	0	50,000	0	0	50,000	
			0.00	0	50,000	0	0	50,000	
FY 2026 Estimated Expenditures									
7.00	FY 2026 Estimated Expenditures								DPLA
	22900	Dedicated	0.00	0	50,000	0	0	50,000	
			0.00	0	50,000	0	0	50,000	

		FTP	Personnel Costs	Operating Expense	Capital Outlay	Trustee Benefit	Total	
FY 2027 Base								
9.00	FY 2027 Base							DPLA
	22900 Dedicated	0.00	0	50,000	0	0	50,000	
		0.00	0	50,000	0	0	50,000	
FY 2027 Total Maintenance								
11.00	FY 2027 Total Maintenance							DPLA
	22900 Dedicated	0.00	0	50,000	0	0	50,000	
		0.00	0	50,000	0	0	50,000	
Line Items								
12.91	Budget Law Exemptions/Other Adjustments							DPLA
The agency seeks an exemption from the limitations outlined in Idaho Code Section 67-3511(2) for the funds allocated to the Division of Occupational and Professional Licenses under fund 22900. This exemption from the restrictions outlined in the code allows for the rectification of any billing errors directed to the Administration Bureau or other Bureaus, ensuring no adverse consequences arise from such corrections. It also enables the division to reallocate appropriations if the need arises to combine boards which may cross bureaus.								
	O 22900 Dedicated	0.00	0	0	0	0	0	
		0.00	0	0	0	0	0	
FY 2027 Total								
13.00	FY 2027 Total							DPLA
	22900 Dedicated	0.00	0	50,000	0	0	50,000	
	O 22900 Dedicated	0.00	0	0	0	0	0	
		0.00	0	50,000	0	0	50,000	

		FTP	Personnel Costs	Operating Expense	Capital Outlay	Trustee Benefit	Total	
Agency	Division of Occupational and Professional Licenses							427
Division	Division of Occupational and Professional Licenses							BO1
Appropriation Unit	Building Construction and Real Estate							DPLB
FY 2025 Total Appropriation								
1.00	FY 2025 Total Appropriation							DPLB
1442, 1270								
	22900	Dedicated	161.35	14,591,100	5,130,400	1,069,000	26,000	20,816,500
	34800	Federal	1.50	155,900	50,900	0	0	206,800
	34910	Dedicated	8.00	796,100	100,600	0	0	896,700
	34911	Dedicated	4.00	472,800	126,000	0	0	598,800
			174.85	16,015,900	5,407,900	1,069,000	26,000	22,518,800
1.31	Transfers Between Programs							DPLB
	22900	Dedicated	0.00	0	3,814,000	0	0	3,814,000
			0.00	0	3,814,000	0	0	3,814,000
1.41	Receipts to Appropriation							DPLB
	22900	Dedicated	0.00	0	0	122,600	0	122,600
			0.00	0	0	122,600	0	122,600
1.61	Reverted Appropriation Balances							DPLB
	22900	Dedicated	0.00	(333,900)	(267,500)	(200)	(26,000)	(627,600)
	34800	Federal	0.00	(84,600)	(44,000)	0	0	(128,600)
	34910	Dedicated	0.00	(293,600)	(86,300)	0	0	(379,900)
	34911	Dedicated	0.00	(96,500)	(33,200)	0	0	(129,700)
			0.00	(808,600)	(431,000)	(200)	(26,000)	(1,265,800)
1.81	CY Executive Carry Forward							DPLB
	22900	Dedicated	0.00	0	(74,000)	(134,400)	0	(208,400)
			0.00	0	(74,000)	(134,400)	0	(208,400)
FY 2025 Actual Expenditures								
2.00	FY 2025 Actual Expenditures							DPLB
	22900	Dedicated	161.35	14,257,200	8,602,900	1,057,000	0	23,917,100
	34800	Federal	1.50	71,300	6,900	0	0	78,200
	34910	Dedicated	8.00	502,500	14,300	0	0	516,800
	34911	Dedicated	4.00	376,300	92,800	0	0	469,100
			174.85	15,207,300	8,716,900	1,057,000	0	24,981,200
FY 2026 Original Appropriation								
3.00	FY 2026 Original Appropriation							DPLB
S1109,S1177								
	22900	Dedicated	161.35	15,615,500	4,803,300	0	26,000	20,444,800
	34800	Federal	1.50	163,600	50,900	0	0	214,500
	34910	Dedicated	8.00	862,200	100,600	0	0	962,800

		FTP	Personnel Costs	Operating Expense	Capital Outlay	Trustee Benefit	Total
34911	Dedicated	4.00	501,700	126,000	0	0	627,700
O ⁻ 22900	Dedicated	0.00	0	91,600	824,500	0	916,100
		174.85	17,143,000	5,172,400	824,500	26,000	23,165,900

FY 2026 Total Appropriation

5.00 FY 2026 Total Appropriation DPLB

22900	Dedicated	161.35	15,615,500	4,803,300	0	26,000	20,444,800
34800	Federal	1.50	163,600	50,900	0	0	214,500
34910	Dedicated	8.00	862,200	100,600	0	0	962,800
34911	Dedicated	4.00	501,700	126,000	0	0	627,700
O ⁻ 22900	Dedicated	0.00	0	91,600	824,500	0	916,100
		174.85	17,143,000	5,172,400	824,500	26,000	23,165,900

Appropriation Adjustments

6.71 Early Reversions DPLB

CEC one-time fund reversion

O ⁻ 22900	Dedicated	0.00	152,700	0	0	0	152,700
O ⁻ 34800	Federal	0.00	2,000	0	0	0	2,000
O ⁻ 34910	Dedicated	0.00	4,300	0	0	0	4,300
O ⁻ 34911	Dedicated	0.00	700	0	0	0	700
		0.00	159,700	0	0	0	159,700

FY 2026 Estimated Expenditures

7.00 FY 2026 Estimated Expenditures DPLB

22900	Dedicated	161.35	15,615,500	4,803,300	0	26,000	20,444,800
34800	Federal	1.50	163,600	50,900	0	0	214,500
34910	Dedicated	8.00	862,200	100,600	0	0	962,800
34911	Dedicated	4.00	501,700	126,000	0	0	627,700
O ⁻ 22900	Dedicated	0.00	152,700	91,600	824,500	0	1,068,800
O ⁻ 34800	Federal	0.00	2,000	0	0	0	2,000
O ⁻ 34910	Dedicated	0.00	4,300	0	0	0	4,300
O ⁻ 34911	Dedicated	0.00	700	0	0	0	700
		174.85	17,302,700	5,172,400	824,500	26,000	23,325,600

FY 2027 Base

9.00 FY 2027 Base DPLB

22900	Dedicated	161.35	15,615,500	4,803,300	0	26,000	20,444,800
34800	Federal	1.50	163,600	50,900	0	0	214,500
34910	Dedicated	8.00	862,200	100,600	0	0	962,800
34911	Dedicated	4.00	501,700	126,000	0	0	627,700
O ⁻ 22900	Dedicated	0.00	0	91,600	824,500	0	916,100
		174.85	17,143,000	5,172,400	824,500	26,000	23,165,900

Program Maintenance

10.11 Change in Health Benefit Costs DPLB

This decision unit reflects a change in the employer health benefit costs.

		FTP	Personnel Costs	Operating Expense	Capital Outlay	Trustee Benefit	Total
22900	Dedicated	0.00	1,150,000	0	0	0	1,150,000
34800	Federal	0.00	6,700	0	0	0	6,700
34910	Dedicated	0.00	37,300	0	0	0	37,300
34911	Dedicated	0.00	31,100	0	0	0	31,100
		0.00	1,225,100	0	0	0	1,225,100
10.12	Change in Variable Benefit Costs						DPLB
	This decision unit reflects a change in variable benefits.						
22900	Dedicated	0.00	(27,100)	0	0	0	(27,100)
34800	Federal	0.00	(100)	0	0	0	(100)
34910	Dedicated	0.00	(900)	0	0	0	(900)
34911	Dedicated	0.00	(800)	0	0	0	(800)
		0.00	(28,900)	0	0	0	(28,900)
10.61	Salary Multiplier - Regular Employees						DPLB
	This decision unit reflects a 1% salary multiplier for Regular Employees.						
22900	Dedicated	0.00	256,900	0	0	0	256,900
34800	Federal	0.00	1,300	0	0	0	1,300
34910	Dedicated	0.00	8,500	0	0	0	8,500
34911	Dedicated	0.00	7,100	0	0	0	7,100
		0.00	273,800	0	0	0	273,800
FY 2027 Total Maintenance							
11.00	FY 2027 Total Maintenance						DPLB
22900	Dedicated	161.35	16,995,300	4,803,300	0	26,000	21,824,600
34800	Federal	1.50	171,500	50,900	0	0	222,400
34910	Dedicated	8.00	907,100	100,600	0	0	1,007,700
34911	Dedicated	4.00	539,100	126,000	0	0	665,100
O* 22900	Dedicated	0.00	0	91,600	824,500	0	916,100
		174.85	18,613,000	5,172,400	824,500	26,000	24,635,900
Line Items							
12.55	Repair, Replacement, or Alteration Costs						DPLB
	To uphold operational efficiency and strengthen cybersecurity resilience, we respectfully seek funding to replace aging technology infrastructure—specifically outdated laptop computers. These upgrades are essential to maintaining secure, reliable, and high-performing systems that support our staff in delivering timely and effective services to the citizens of Idaho. The division requests one-time fund spending authority in Operating Expenses for replacement of 75 standard laptops.						
O* 22900	Dedicated	0.00	0	87,400	0	0	87,400
		0.00	0	87,400	0	0	87,400
12.56	Vehicle Replacement Items Only						DPLB
	We are requesting appropriation to replace 9 vehicles. These vehicles are currently or will be at excessive mileage by FY27. The vehicles in our fleet need to be reliable as we have inspectors in remote locations. High mileage vehicles have a much higher likelihood of breaking down and stranding our employees. Our supplement itemizes the age and current mileage of each vehicle which we are requesting to be replaced.						
	The division request one-time dedicated fund spending authority for 2 Ford Escapes and 7 Ford F150's to replace existing fleet vehicles.						
O* 22900	Dedicated	0.00	0	0	371,000	0	371,000
		0.00	0	0	371,000	0	371,000
12.57	Repair, Replacement, or Alteration Costs						DPLB
	To ensure continued operational efficiency and cybersecurity resilience, we respectfully request funding to replace aging technology infrastructure, including switches and wireless access points. The division requests one-time dedicated spending authority in Operating Expenses for the replacement of 2 switches and 2 wireless network access points.						

		FTP	Personnel Costs	Operating Expense	Capital Outlay	Trustee Benefit	Total	
O- 22900 Dedicated		0.00	0	11,600	0	0	11,600	
		0.00	0	11,600	0	0	11,600	
12.91	Budget Law Exemptions/Other Adjustments							DPLB
The agency seeks an exemption from the limitations outlined in Idaho Code Section 67-3511(2) for the funds allocated to the Division of Occupational and Professional Licenses under fund 22900. This exemption from the restrictions outlined in the code allows for the rectification of any billing errors directed to the Administration Bureau or other Bureaus, ensuring no adverse consequences arise from such corrections. It also enables the division to reallocate appropriations if the need arises to combine boards which may cross bureaus.								
O- 22900 Dedicated		0.00	0	0	0	0	0	
		0.00	0	0	0	0	0	
FY 2027 Total								
13.00	FY 2027 Total							DPLB
22900	Dedicated	161.35	16,995,300	4,803,300	0	26,000	21,824,600	
34800	Federal	1.50	171,500	50,900	0	0	222,400	
34910	Dedicated	8.00	907,100	100,600	0	0	1,007,700	
34911	Dedicated	4.00	539,100	126,000	0	0	665,100	
O- 22900	Dedicated	0.00	0	190,600	1,195,500	0	1,386,100	
		174.85	18,613,000	5,271,400	1,195,500	26,000	25,105,900	

			FTP	Personnel Costs	Operating Expense	Capital Outlay	Trustee Benefit	Total	
Agency	Division of Occupational and Professional Licenses								427
Division	Division of Occupational and Professional Licenses								BO1
Appropriation Unit	Health Professions								DPLH
FY 2025 Total Appropriation									
1.00	FY 2025 Total Appropriation								DPLH
1442, 1270									
	22800	Dedicated	0.00	0	0	0	350,000	350,000	
	22900	Dedicated	52.50	4,679,700	3,881,800	0	500	8,562,000	
			52.50	4,679,700	3,881,800	0	350,500	8,912,000	
1.21	Account Transfers								DPLH
	22900	Dedicated	0.00	0	(39,500)	39,500	0	0	
			0.00	0	(39,500)	39,500	0	0	
1.31	Transfers Between Programs								DPLH
	22800	Dedicated	0.00	0	0	0	(350,000)	(350,000)	
	22900	Dedicated	0.00	0	1,574,000	0	0	1,574,000	
			0.00	0	1,574,000	0	(350,000)	1,224,000	
1.61	Reverted Appropriation Balances								DPLH
	22900	Dedicated	0.00	(101,800)	(287,900)	0	(500)	(390,200)	
			0.00	(101,800)	(287,900)	0	(500)	(390,200)	
1.71	Legislative Reappropriation								DPLH
	22900	Dedicated	0.00	0	0	0	0	0	
			0.00	0	0	0	0	0	
1.81	CY Executive Carry Forward								DPLH
	22900	Dedicated	0.00	0	(693,100)	0	0	(693,100)	
			0.00	0	(693,100)	0	0	(693,100)	
FY 2025 Actual Expenditures									
2.00	FY 2025 Actual Expenditures								DPLH
	22800	Dedicated	0.00	0	0	0	0	0	
	22900	Dedicated	52.50	4,577,900	4,435,300	39,500	0	9,052,700	
			52.50	4,577,900	4,435,300	39,500	0	9,052,700	
FY 2026 Original Appropriation									
3.00	FY 2026 Original Appropriation								DPLH
S1109,S1177									
	22900	Dedicated	52.50	4,947,100	3,797,600	0	500	8,745,200	
	O` 22900	Dedicated	0.00	0	39,200	0	0	39,200	
			52.50	4,947,100	3,836,800	0	500	8,784,400	
FY 2026Total Appropriation									

		FTP	Personnel Costs	Operating Expense	Capital Outlay	Trustee Benefit	Total	
5.00	FY 2026 Total Appropriation							DPLH
	22900 Dedicated	52.50	4,947,100	3,797,600	0	500	8,745,200	
	O* 22900 Dedicated	0.00	0	39,200	0	0	39,200	
		52.50	4,947,100	3,836,800	0	500	8,784,400	
Appropriation Adjustments								
6.71	Early Reversions							DPLH
	CEC one-time fund reversion							
	O* 22900 Dedicated	0.00	59,000	0	0	0	59,000	
		0.00	59,000	0	0	0	59,000	
FY 2026 Estimated Expenditures								
7.00	FY 2026 Estimated Expenditures							DPLH
	22900 Dedicated	52.50	4,947,100	3,797,600	0	500	8,745,200	
	O* 22900 Dedicated	0.00	59,000	39,200	0	0	98,200	
		52.50	5,006,100	3,836,800	0	500	8,843,400	
FY 2027 Base								
9.00	FY 2027 Base							DPLH
	22900 Dedicated	52.50	4,947,100	3,797,600	0	500	8,745,200	
	O* 22900 Dedicated	0.00	0	39,200	0	0	39,200	
		52.50	4,947,100	3,836,800	0	500	8,784,400	
Program Maintenance								
10.11	Change in Health Benefit Costs							DPLH
	This decision unit reflects a change in the employer health benefit costs.							
	22900 Dedicated	0.00	312,200	0	0	0	312,200	
		0.00	312,200	0	0	0	312,200	
10.12	Change in Variable Benefit Costs							DPLH
	This decision unit reflects a change in variable benefits.							
	22900 Dedicated	0.00	(6,400)	0	0	0	(6,400)	
		0.00	(6,400)	0	0	0	(6,400)	
10.61	Salary Multiplier - Regular Employees							DPLH
	This decision unit reflects a 1% salary multiplier for Regular Employees.							
	22900 Dedicated	0.00	68,900	0	0	0	68,900	
		0.00	68,900	0	0	0	68,900	
FY 2027 Total Maintenance								
11.00	FY 2027 Total Maintenance							DPLH
	22900 Dedicated	52.50	5,321,800	3,797,600	0	500	9,119,900	
	O* 22900 Dedicated	0.00	0	39,200	0	0	39,200	
		52.50	5,321,800	3,836,800	0	500	9,159,100	
Line Items								
12.55	Repair, Replacement, or Alteration Costs							DPLH

		FTP	Personnel Costs	Operating Expense	Capital Outlay	Trustee Benefit	Total
To uphold operational efficiency and strengthen cybersecurity resilience, we respectfully seek funding to replace aging technology infrastructure—specifically outdated laptop computers. These upgrades are essential to maintaining secure, reliable, and high-performing systems that support our staff in delivering timely and effective services to the citizens of Idaho. The division requests one-time fund spending authority in Operating Expenses for replacement of 75 standard laptops.							
O` 22900	Dedicated	0.00	0	37,200	0	0	37,200
		0.00	0	37,200	0	0	37,200
12.57	Repair, Replacement, or Alteration Costs						DPLH
To ensure continued operational efficiency and cybersecurity resilience, we respectfully request funding to replace aging technology infrastructure, including switches and wireless access points. The division requests one-time dedicated spending authority in Operating Expenses for the replacement of 2 switches and 2 wireless network access points.							
O` 22900	Dedicated	0.00	0	10,700	0	0	10,700
		0.00	0	10,700	0	0	10,700
12.91	Budget Law Exemptions/Other Adjustments						DPLH
The agency seeks an exemption from the limitations outlined in Idaho Code Section 67-3511(2) for the funds allocated to the Division of Occupational and Professional Licenses under fund 22900. This exemption from the restrictions outlined in the code allows for the rectification of any billing errors directed to the Administration Bureau or other Bureaus, ensuring no adverse consequences arise from such corrections. It also enables the division to reallocate appropriations if the need arises to combine boards which may cross bureaus.							
O` 22900	Dedicated	0.00	0	0	0	0	0
		0.00	0	0	0	0	0
FY 2027 Total							
13.00	FY 2027 Total						DPLH
22900	Dedicated	52.50	5,321,800	3,797,600	0	500	9,119,900
O` 22900	Dedicated	0.00	0	87,100	0	0	87,100
		52.50	5,321,800	3,884,700	0	500	9,207,000

			FTP	Personnel Costs	Operating Expense	Capital Outlay	Trustee Benefit	Total	
Agency	Division of Occupational and Professional Licenses								427
Division	Division of Occupational and Professional Licenses								BO1
Appropriation Unit	Occupations								DPLO
FY 2025 Total Appropriation									
1.00	FY 2025 Total Appropriation								DPLO
1442, 1270									
22900 Dedicated			39.85	3,562,000	1,385,700	25,000	28,600	5,001,300	
			39.85	3,562,000	1,385,700	25,000	28,600	5,001,300	
1.21	Account Transfers								DPLO
22900 Dedicated			0.00	0	(41,800)	41,800	0	0	
			0.00	0	(41,800)	41,800	0	0	
1.31	Transfers Between Programs								DPLO
22900 Dedicated			0.00	0	665,900	0	0	665,900	
			0.00	0	665,900	0	0	665,900	
1.61	Reverted Appropriation Balances								DPLO
22900 Dedicated			0.00	(408,200)	(361,600)	0	(28,600)	(798,400)	
			0.00	(408,200)	(361,600)	0	(28,600)	(798,400)	
1.71	Legislative Reappropriation								DPLO
22900 Dedicated			0.00	(313,300)	(342,500)	(25,000)	(28,600)	(709,400)	
			0.00	(313,300)	(342,500)	(25,000)	(28,600)	(709,400)	
1.81	CY Executive Carry Forward								DPLO
22900 Dedicated			0.00	0	(12,100)	0	0	(12,100)	
			0.00	0	(12,100)	0	0	(12,100)	
FY 2025 Actual Expenditures									
2.00	FY 2025 Actual Expenditures								DPLO
22900 Dedicated			39.85	2,840,500	1,293,600	41,800	(28,600)	4,147,300	
			39.85	2,840,500	1,293,600	41,800	(28,600)	4,147,300	
FY 2026 Original Appropriation									
3.00	FY 2026 Original Appropriation								DPLO
S1109,S1177									
22900 Dedicated			39.85	3,766,000	1,321,600	0	28,600	5,116,200	
O` 22900 Dedicated			0.00	0	15,600	76,000	0	91,600	
			39.85	3,766,000	1,337,200	76,000	28,600	5,207,800	
Appropriation Adjustment									
4.11	Legislative Reappropriation								DPLO
This decision unit reflects reappropriation authority granted by xB xxx.									
22900 Dedicated			0.00	313,300	342,500	25,000	28,600	709,400	

		FTP	Personnel Costs	Operating Expense	Capital Outlay	Trustee Benefit	Total
		0.00	313,300	342,500	25,000	28,600	709,400
FY 2026 Total Appropriation							
5.00	FY 2026 Total Appropriation						DPLO
	22900 Dedicated	39.85	4,079,300	1,664,100	25,000	57,200	5,825,600
	O* 22900 Dedicated	0.00	0	15,600	76,000	0	91,600
		39.85	4,079,300	1,679,700	101,000	57,200	5,917,200
Appropriation Adjustments							
6.71	Early Reversions						DPLO
	CEC one-time fund reversion						
	O* 22900 Dedicated	0.00	18,800	0	0	0	18,800
		0.00	18,800	0	0	0	18,800
FY 2026 Estimated Expenditures							
7.00	FY 2026 Estimated Expenditures						DPLO
	22900 Dedicated	39.85	4,079,300	1,664,100	25,000	57,200	5,825,600
	O* 22900 Dedicated	0.00	18,800	15,600	76,000	0	110,400
		39.85	4,098,100	1,679,700	101,000	57,200	5,936,000
FY 2027 Base							
9.00	FY 2027 Base						DPLO
	22900 Dedicated	39.85	4,079,300	1,664,100	25,000	57,200	5,825,600
	O* 22900 Dedicated	0.00	0	15,600	76,000	0	91,600
		39.85	4,079,300	1,679,700	101,000	57,200	5,917,200
Program Maintenance							
10.11	Change in Health Benefit Costs						DPLO
	This decision unit reflects a change in the employer health benefit costs.						
	22900 Dedicated	0.00	268,100	0	0	0	268,100
		0.00	268,100	0	0	0	268,100
10.12	Change in Variable Benefit Costs						DPLO
	This decision unit reflects a change in variable benefits.						
	22900 Dedicated	0.00	(5,900)	0	0	0	(5,900)
		0.00	(5,900)	0	0	0	(5,900)
10.61	Salary Multiplier - Regular Employees						DPLO
	This decision unit reflects a 1% salary multiplier for Regular Employees.						
	22900 Dedicated	0.00	55,800	0	0	0	55,800
		0.00	55,800	0	0	0	55,800
FY 2027 Total Maintenance							
11.00	FY 2027 Total Maintenance						DPLO
	22900 Dedicated	39.85	4,397,300	1,664,100	25,000	57,200	6,143,600
	O* 22900 Dedicated	0.00	0	15,600	76,000	0	91,600
		39.85	4,397,300	1,679,700	101,000	57,200	6,235,200

		FTP	Personnel Costs	Operating Expense	Capital Outlay	Trustee Benefit	Total
Line Items							
12.55	Repair, Replacement, or Alteration Costs						DPLO
To uphold operational efficiency and strengthen cybersecurity resilience, we respectfully seek funding to replace aging technology infrastructure—specifically outdated laptop computers. These upgrades are essential to maintaining secure, reliable, and high-performing systems that support our staff in delivering timely and effective services to the citizens of Idaho. The division requests one-time fund spending authority in Operating Expenses for replacement of 75 standard laptops.							
O` 22900	Dedicated	0.00	0	14,900	0	0	14,900
		0.00	0	14,900	0	0	14,900
12.57	Repair, Replacement, or Alteration Costs						DPLO
To ensure continued operational efficiency and cybersecurity resilience, we respectfully request funding to replace aging technology infrastructure, including switches and wireless access points. The division requests one-time dedicated spending authority in Operating Expenses for the replacement of 2 switches and 2 wireless network access points.							
O` 22900	Dedicated	0.00	0	900	0	0	900
		0.00	0	900	0	0	900
12.91	Budget Law Exemptions/Other Adjustments						DPLO
The agency seeks an exemption from the limitations outlined in Idaho Code Section 67-3511(2) for the funds allocated to the Division of Occupational and Professional Licenses under fund 22900. This exemption from the restrictions outlined in the code allows for the rectification of any billing errors directed to the Administration Bureau or other Bureaus, ensuring no adverse consequences arise from such corrections. It also enables the division to reallocate appropriations if the need arises to combine boards which may cross bureaus.							
O` 22900	Dedicated	0.00	0	0	0	0	0
		0.00	0	0	0	0	0
FY 2027 Total							
13.00	FY 2027 Total						DPLO
22900	Dedicated	39.85	4,397,300	1,664,100	25,000	57,200	6,143,600
O` 22900	Dedicated	0.00	0	31,400	76,000	0	107,400
		39.85	4,397,300	1,695,500	101,000	57,200	6,251,000

Office of Information Technology Services

Technology Purchase and Use Attestation Letter

Date: 8/18/2025

To: Division of Occupational and Professional Licenses - 42700

Subject: Technology Purchase and Use Approval

The Office of Information Technology Services (ITS) attests that the technology identified in the Division of Occupational and Professional Licenses IT Budget Packet has been reviewed and determined to meet statewide technology policies and standards for potential purchase and use by Division of Occupational and Professional Licenses. This attestation is intended to provide documentation for the Division of Financial Management (DFM), the Division of Purchasing (DOP), or other oversight bodies that require confirmation of ITS review as part of budgeting, procurement, or technology decision-making processes. Data exports or downloads from the IT Budget Packet may be attached to this attestation letter when it is shared with DFM, DOP, or other oversight bodies as supporting documentation.

This attestation does not constitute a commitment by ITS to deploy, implement, or provide ongoing support for any technology included in the IT Budget Packet. It is not an endorsement of business need, nor does it imply that ITS recommends or requires any agency to adopt the solutions listed. The attestation solely reflects that the technologies identified are permissible for agency acquisition within the parameters of state IT policy and security standards.

This approval is contingent on adherence to the Office of ITS guidelines for operation, maintenance, and data security, as outlined in the applicable policy documents.

If you have any questions regarding this approval, please contact our office.

AGENCY: 427

Approp
Unit:

DPLB,
DPLO, DPLH

Decision Unit No: 12.55

Title:

IT Replacement

	General	Dedicated	Federal	Other	Total
FULL-TIME POSITIONS (FTP)					
PERSONNEL COSTS					
1. Salaries					
2. Benefits					
3. Group Position Funding					
TOTAL PERSONNEL COSTS					
OPERATING EXPENSES					
Standard Laptops		139,500			
TOTAL OPERATING EXPENDITURES		139,500			
CAPITAL OUTLAY					
TOTAL CAPITAL OUTLAY					
T/B PAYMENTS					
GRAND TOTAL		139,500			

Explain the request and provide justification for the need.

To uphold operational efficiency and strengthen cybersecurity resilience, we respectfully seek funding to replace aging technology infrastructure—specifically outdated laptop computers. These upgrades are essential to maintaining secure, reliable, and high-performing systems that support our staff in delivering timely and effective services to the citizens of Idaho.

- **Laptop Computers:** The Division's current laptops have reached the end of their manufacturer-supported lifecycle and will no longer receive critical updates. Aging hardware significantly reduces performance and increases vulnerability to cyber threats. Replacing these units will enhance user productivity, improve system responsiveness, and reduce long-term costs by minimizing downtime and avoiding unplanned expenditures due to equipment failure.

If a supplemental, what emergency is being addressed?

N/A

Specify the authority in statute or rule that supports this request.

IC 67-2607

DIVISION ADMINISTRATOR — EXPENSES.

The operational expenses associated with the Division Administrator of the Division of Occupational and Professional Licenses—as well as those of essential administrative, technical, and support personnel—shall be appropriately funded through the Occupational Licenses Fund. This allocation ensures the Division can effectively carry out its statutory responsibilities, maintain high standards of service delivery, and support the professional licensing needs of Idaho's workforce.

Please identify the performance measure, goal, or priority this request is intended to improve in the strategic plan or performance measurement report.

Maintaining up-to-date equipment is essential to safeguarding our digital infrastructure and ensuring uninterrupted operations. Aging hardware not only diminishes performance but also increases exposure to cybersecurity threats and the risk of unexpected failures. Proactively replacing outdated systems helps us avoid costly downtime, enhances operational efficiency, and supports a secure and resilient network environment.

Establishing a regular replacement schedule is a critical component of our compliance strategy. It enables us to meet evolving governmental regulations, mitigate potential legal liabilities, and uphold the high standards of service expected by our stakeholders. This forward-looking approach reflects our commitment to responsible stewardship of public resources and the long-term sustainability of our operations.

What is the anticipated measured outcome if this request is funded?

To maintain a secure, efficient, and cost-effective operational environment, we propose the replacement of aging technology assets. The following upgrades are aligned with strategic goals and deliver measurable outcomes:

- **Laptop Computers Outcome Highlights:**
 - **Enhanced Performance:** Modern devices support faster processing and improved user experience.
 - **Cost Savings:** Reduces maintenance overhead and minimizes unplanned expenditures.
 - **Cybersecurity Strengthening:** Ensures compliance with current security protocols and reduces vulnerability to threats.

- **Time Efficiencies:** Streamlines workflows and boosts productivity across the Division.

Indicate existing base of PC, OE, and/or CO by source for this request.

- This request is funded with BFY26 dedicated appropriation for the agency totaling \$23,165,900 (PC \$17,143,000; OE \$5,172,400; CO \$824,500).

What resources are necessary to implement this request?

The agency maintains a well-managed and sufficient cash fund, ensuring that resources are available to support strategic investments without placing undue strain on the budget. This financial stewardship reflects our commitment to responsible governance and long-term sustainability.

Implementation and oversight of the proposed technology upgrades will be led by the Office of Information Technology Services (ITS), in alignment with established protocols and best practices. Formal approval from ITS is attached, confirming their support and readiness to execute these enhancements.

List positions, pay grades, full/part-time status, benefits, terms of service.

- NA

Will staff be re-directed? If so, describe impact and show changes on org chart.

- NA

Detail any current one-time or ongoing OE or CO and any other future costs.

To support secure, efficient, and modern operations across the Division, we propose the following targeted investments in essential IT infrastructure:

- **Laptop Computers *Expenditure*:** \$139,500 This investment will replace end-of-life devices, enhance user productivity, and strengthen cybersecurity posture through updated hardware and supported systems.

These expenditures reflect a proactive approach to technology lifecycle management and align with recommendations from the Office of Information Technology Services (ITS). They are fully supported by available cash funds and contribute to long-term cost savings and compliance.

Describe method of calculation (RFI, market cost, etc.) and contingencies.

The proposed expenditures are based on current market rates, supported by formal budgetary quotes and pricing available through the NASPO ValuePoint cooperative purchasing contract. This approach ensures competitive pricing and compliance with state procurement standards.

The estimated cost for laptop computers was calculated using guidance from the State of Idaho's *Budget Development Manual*, specifically referencing Figure 8 on page 33, which outlines approved pricing benchmarks for Dell 5530 and 7440 models. This methodology reflects a commitment to responsible budgeting and alignment with statewide fiscal policies.

Provide detail about the revenue assumptions supporting this request.

While this request is not expected to generate direct revenue, it represents a strategic investment in workforce productivity and operational reliability. By equipping employees with dependable, up-to-date technology, we anticipate improved efficiencies that may contribute to indirect revenue gains through enhanced service delivery and reduced downtime.

These replacement items will be funded through dedicated resources from Fund 0229, ensuring that the initiative is fully supported without impacting other budgetary priorities. This approach reflects our commitment to responsible financial stewardship and long-term operational sustainability.

Who is being served by this request and what is the impact if not funded?

Laptop Computers

- This request directly supports agency staff by equipping them with reliable, modern tools that enhance efficiency in their daily responsibilities. Without funding, the continued use of outdated devices may hinder productivity and increase the risk of cybersecurity vulnerabilities, potentially compromising sensitive data and operational integrity.

Requested Items				Bureau Cost Split for Budget			Amounts Loaded into SHERPA					
Budget FY 24 IT Equipment Request	Number	Amount/ea	Total	DPLB	DPLH	DPLO	DPLB	DPLH	DPLO	DPLB	DPLH	DPLO
Standard Laptop	75	\$ 1,860.00	\$ 139,500.00	\$ 87,885.00	\$ 36,270.00	\$ 15,345.00	47	20	8	\$ 87,420.00	\$ 37,200.00	\$ 14,880.00
Switches	2	\$ 9,778.00	\$ 19,556.00	\$ 12,320.28	\$ 5,084.56	\$ 2,151.16	1	1	0	\$ 9,778.00	\$ 9,778.00	\$ -
Wireless Access Points	2	\$ 1,820.00	\$ 3,640.00	\$ 2,293.20	\$ 946.40	\$ 400.40	1	0.5	0.5	\$ 1,821.00	\$ 910.00	\$ 910.00
Total Personal Computer Requests	75		\$ 162,696.00	\$ 102,498.48	\$ 42,300.96	\$ 17,896.56				\$ 99,019.00	\$ 47,888.00	\$ 15,790.00
			\$162,696									\$ 162,697.00
Total Budget Request			\$162,696	\$ 102,498.48	\$ 42,300.96	\$ 17,896.56				\$ 99,019.00	\$ 47,888.00	\$ 15,790.00

AGENCY: 427

Approp

Unit:

DPLB

Decision Unit No: 12.56

Title:

Vehicle

Replacement

	General	Dedicated	Federal	Other	Total
FULL-TIME POSITIONS (FTP)					
PERSONNEL COSTS					
1. Salaries					
2. Benefits					
3. Group Position Funding					
TOTAL PERSONNEL COSTS					
OPERATING EXPENSES					
F-150 Item 7		301,000			
Ford Escape Item 2		70,000			
TOTAL OPERATING EXPENDITURES		371,000			
CAPITAL OUTLAY					
TOTAL CAPITAL OUTLAY					
T/B PAYMENTS					
GRAND TOTAL		371,000			

Explain the request and provide justification for the need.

We are requesting appropriation to replace 9 vehicles. These vehicles are currently or will be at excessive mileage by FY27. The vehicles in our fleet need to be reliable as we have inspectors in remote locations. High mileage vehicles have a much higher likelihood of breaking down and stranding our employees. Our supplement itemizes the age and current mileage of each vehicle which we are requesting to be replaced.

If a supplemental, what emergency is being addressed?

N/A

Specify the authority in statute or rule that supports this request.

IC 67-2607

DIVISION ADMINISTRATOR — EXPENSES.

The expenses of the division administrator of the division of occupational and professional licenses and such other administrative, technical, or other personnel as may be deemed necessary for the conduct of the affairs of the division shall be paid from the occupational licenses fund.

Please identify the performance measure, goal, or priority this request is intended to improve in the strategic plan or performance measurement report.

It is imperative that we provide safe and reliable vehicles for our inspectors. This will ensure that we don't leave any of our employees stranded on the side of the road or in remote areas of rural Idaho. Providing vehicles with low mileage also provides costs savings in reduction of repair costs.

What is the anticipated measured outcome if this request is funded?

Safe and reliable transportation for our inspectors/employees, providing increased efficiencies in processes.

Indicate existing base of PC, OE, and/or CO by source for this request.

- This request is funded with BFY26 dedicated appropriation for the agency totaling \$23,165,900 (PC \$17,143,000; OE \$5,172,400; CO \$824,500).

What resources are necessary to implement this request?

- Agency has sufficient cash funds

List positions, pay grades, full/part-time status, benefits, terms of service.

- NA

Will staff be re-directed? If so, describe impact and show changes on org chart.

- NA

Detail any current one-time or ongoing OE or CO and any other future costs.

- Vehicles
 - OE \$371,000

Describe method of calculation (RFI, market cost, etc.) and contingencies.

Market costs based on budgetary quotes and NASPO contract pricing

Provide detail about the revenue assumptions supporting this request.

We don't anticipate generating any direct revenue with this request. Ensuring productivity of our inspectors and reliability of their vehicles, would increase their efficiencies which may have an indirect impact on generating revenues. Dedicated funds from 0229 will be used for these replacement items.

Who is being served by this request and what is the impact if not funded?

The State of Idaho citizens and customers will be served by this request through our agency by giving inspectors/investigators

Proposed Vehicle replacement FY27

Escape	35,000	F150	43,000
Edge	35,000	Durango	50,000
Explorer	50,000	Expedition	75,000
Colorado	43,000	Silverado	43,000

Tag	Type	Year	Mileage	Cost	Fund	Apprp	Priority	Notes
D0PL005	Ram 1500	2022	99,442	43,000	22900	DPLB	8	
D0PL006	Ram 1500	2022	116,978	43,000	22900	DPLB	4	
D0PL007	Ram 1500	2022	140,782	43,000	22900	DPLB	3	
DBS 255	Escape	2014	111,128	35,000	22900	DPLB	6	
DBS 283	Escape	2016	111,245	35,000	22900	DPLB	5	
DBS 337	Ram 1500	2018	162,431	43,000	22900	DPLB	1	
DBS 345	Ram 1500	2019	146,605	43,000	22900	DPLB	2	
DBS 376	Ram 1500	2020	97,516	43,000	22900	DPLB	9	
DBS 399	Ram 1500	2021	111,044	43,000	22900	DPLB	7	
				371,000				

AGENCY: 427

Approp
Unit:

DPLB,
DPLO, DPLH

Decision Unit No: 12.57

Title:

IT Replacement

	General	Dedicated	Federal	Other	Total
FULL-TIME POSITIONS (FTP)					
PERSONNEL COSTS					
1. Salaries					
2. Benefits					
3. Group Position Funding					
TOTAL PERSONNEL COSTS					
OPERATING EXPENSES					
Switches		19,600			
Wireless Access Points		3,600			
TOTAL OPERATING EXPENDITURES		23,200			
CAPITAL OUTLAY					
TOTAL CAPITAL OUTLAY					
T/B PAYMENTS					
GRAND TOTAL		23,200			

Explain the request and provide justification for the need.

To ensure continued operational efficiency and cybersecurity resilience, we respectfully request funding to replace aging technology infrastructure, including switches and wireless access points.

- **Switches & Wireless Access Points:** Similarly, the Division's network switches and wireless access points are outdated and no longer supported by the manufacturer. These components are essential to maintaining secure and efficient connectivity across our operations. Their replacement—recommended by the Office of Information Technology Services (ITS)—will improve network performance, reduce cybersecurity risks, and support the Division's commitment to reliable service delivery.

Investing in updated technology not only safeguards our infrastructure but also ensures that our employees can perform their duties effectively, ultimately benefiting the citizens and licensees we serve across the State of Idaho.

If a supplemental, what emergency is being addressed?

N/A

Specify the authority in statute or rule that supports this request.

IC 67-2607

DIVISION ADMINISTRATOR — EXPENSES.

The operational expenses associated with the Division Administrator of the Division of Occupational and Professional Licenses—as well as those of essential administrative, technical, and support personnel—shall be appropriately funded through the Occupational Licenses Fund. This allocation ensures the Division can effectively carry out its statutory responsibilities, maintain high standards of service delivery, and support the professional licensing needs of Idaho's workforce.

Please identify the performance measure, goal, or priority this request is intended to improve in the strategic plan or performance measurement report.

Maintaining up-to-date equipment is essential to safeguarding our digital infrastructure and ensuring uninterrupted operations. Aging hardware not only diminishes performance but also increases exposure to cybersecurity threats and the risk of unexpected failures. Proactively replacing outdated systems helps us avoid costly downtime, enhances operational efficiency, and supports a secure and resilient network environment.

Establishing a regular replacement schedule is a critical component of our compliance strategy. It enables us to meet evolving governmental regulations, mitigate potential legal liabilities, and uphold the high standards of service expected by our stakeholders. This forward-looking approach reflects our commitment to responsible stewardship of public resources and the long-term sustainability of our operations.

What is the anticipated measured outcome if this request is funded?

To maintain a secure, efficient, and cost-effective operational environment, we propose the replacement of aging technology assets. The following upgrades are aligned with strategic goals and deliver measurable outcomes:

- **Switches & Wireless Access Points Outcome Highlights:**
 - **Improved Network Performance:** Supports higher bandwidth and more reliable connectivity.
 - **Cost Savings:** Lowers long-term infrastructure costs through proactive replacement.

- **Cybersecurity Protection:** Replaces unsupported hardware to maintain secure network standards.
- **Operational Efficiency:** Reduces downtime and supports seamless digital operations.

Indicate existing base of PC, OE, and/or CO by source for this request.

- This request is funded with BFY26 dedicated appropriation for the agency totaling \$23,165,900 (PC \$17,143,000; OE \$5,172,400; CO \$824,500).

What resources are necessary to implement this request?

The agency maintains a well-managed and sufficient cash fund, ensuring that resources are available to support strategic investments without placing undue strain on the budget. This financial stewardship reflects our commitment to responsible governance and long-term sustainability.

Implementation and oversight of the proposed technology upgrades will be led by the Office of Information Technology Services (ITS), in alignment with established protocols and best practices. Formal approval from ITS is attached, confirming their support and readiness to execute these enhancements.

List positions, pay grades, full/part-time status, benefits, terms of service.

- NA

Will staff be re-directed? If so, describe impact and show changes on org chart.

- NA

Detail any current one-time or ongoing OE or CO and any other future costs.

To support secure, efficient, and modern operations across the Division, we propose the following targeted investments in essential IT infrastructure:

- Routers, Switches & Wireless Access Points *Operating Expenditure:* \$23,200 These upgrades will improve network performance, reduce vulnerability to cyber threats, and ensure reliable connectivity across all operational areas.

These expenditures reflect a proactive approach to technology lifecycle management and align with recommendations from the Office of Information Technology Services (ITS). They are fully supported by available cash funds and contribute to long-term cost savings and compliance.

Describe method of calculation (RFI, market cost, etc.) and contingencies.

The proposed expenditures are based on current market rates, supported by formal budgetary quotes and pricing available through the NASPO ValuePoint cooperative purchasing contract. This approach ensures competitive pricing and compliance with state procurement standards.

Provide detail about the revenue assumptions supporting this request.

While this request is not expected to generate direct revenue, it represents a strategic investment in workforce productivity and operational reliability. By equipping employees with dependable, up-to-date technology, we anticipate improved efficiencies that may contribute to indirect revenue gains through enhanced service delivery and reduced downtime.

These replacement items will be funded through dedicated resources from Fund 0229, ensuring that the initiative is fully supported without impacting other budgetary priorities. This approach reflects our commitment to responsible financial stewardship and long-term operational sustainability.

Who is being served by this request and what is the impact if not funded?

Switches & Wireless Access Points

- These infrastructure upgrades are essential to maintaining stable and secure network operations across the agency. Failure to fund this request could result in unexpected equipment failures, leading to unplanned expenditures and service disruptions that affect both internal workflows and public-facing functions.

Requested Items				Bureau Cost Split for Budget			Amounts Loaded into SHERPA					
Budget FY 24 IT Equipment Request	Number	Amount/ea	Total	DPLB	DPLH	DPLO	DPLB	DPLH	DPLO	DPLB	DPLH	DPLO
Standard Laptop	75	\$ 1,860.00	\$ 139,500.00	\$ 87,885.00	\$ 36,270.00	\$ 15,345.00	47	20	8	\$ 87,420.00	\$ 37,200.00	\$ 14,880.00
Switches	2	\$ 9,778.00	\$ 19,556.00	\$ 12,320.28	\$ 5,084.56	\$ 2,151.16	1	1	0	\$ 9,778.00	\$ 9,778.00	\$ -
Wireless Access Points	2	\$ 1,820.00	\$ 3,640.00	\$ 2,293.20	\$ 946.40	\$ 400.40	1	0.5	0.5	\$ 1,821.00	\$ 910.00	\$ 910.00
Total Personal Computer Requests	75		\$ 162,696.00	\$ 102,498.48	\$ 42,300.96	\$ 17,896.56				\$ 99,019.00	\$ 47,888.00	\$ 15,790.00
			\$162,696									\$ 162,697.00
Total Budget Request			\$162,696	\$ 102,498.48	\$ 42,300.96	\$ 17,896.56				\$ 99,019.00	\$ 47,888.00	\$ 15,790.00

FY2027 Budget Submission: Vacant FTP Questionnaire

Description	Position Code	Job Code	Classified or Non-Classified	Pay Rate	Estimated Vacate Date
BLDG SAFETY PRGRM MGR 1	16966		Classified	\$41.40	November 2024

What is the specific title and primary responsibilities of the vacant position?

Historically, this role served as the Elevator/Industrial Safety Program Manager, responsible for overseeing elevator inspections, industrial safety compliance, and ensuring adherence to life safety standards in state-owned buildings. The position required a Qualified Elevator Inspector (QEI) certification and extensive technical knowledge to manage inspection schedules, enforce safety regulations, and coordinate with internal staff, contracted inspectors, and regulatory agencies.

Moving forward, the position is being restructured as the Industrial Safety/School Safety Program Manager, with expanded responsibilities to include coordinating and overseeing industrial safety inspections in public schools and state-owned buildings. This will involve close collaboration with the State Department of Education, the Office of the State Board of Education, and local Health Districts to ensure inspection compliance, accurate reporting, and a safe working environment for students, faculty, and state employees.

Why has the position remained vacant for more than six months?

It is classified as a hard-to-fill position due to the highly specialized qualifications required, particularly the QEI certification, which has a very limited applicant pool nationwide. The previous incumbent had over 30 years of experience and was uniquely qualified.

Following the retirement of the incumbent, our recruitment efforts in early 2025 resulted in a failed search. In the absence of a qualified candidate, we reassigned the elevator inspection responsibilities to the Building Program to maintain inspection continuity and meet life safety requirements. Following this shift, we conducted an internal analysis of the remaining workload needs and determined that ongoing increases in elevator inspections necessitated a restructuring of the Program Manager function.

Has this vacancy impacted your agency? If so, how?

Existing elevator staff continue to perform elevator inspections; DOPL has temporarily reassigned industrial safety and school safety inspections to building inspectors, which has stretched resources and limited the capacity to take on other proactive safety initiatives. The absence of a dedicated Industrial Safety/School Safety leader has delayed progress on enhancing school safety inspection protocols and strengthening coordination with education and health partners. While core life safety inspections have continued, the agency has been in a reactive rather than proactive mode in some safety program areas.

What is your agency's plan for this vacant position moving forward?

- Ensuring compliance with industrial and school safety inspection requirements.
- Coordinating closely with education and health agencies to standardize safety reporting and follow-up.
- Enhancing proactive risk mitigation strategies for state-owned buildings and public schools.

The agency will also explore targeted outreach to professional associations and specialized safety networks to improve recruitment results.

How has your agency managed the appropriation related to this position during the period it has been vacant?

During the vacancy period, salary savings from the position have been used to support temporary coverage of the duties through existing staff in the Building Program. This has included funding overtime and supplemental inspections and in-state travel for other inspectors. Funds have also supported minor operational adjustments to facilitate program continuity until the position can be permanently filled.

Description	Position Code	Job Code	Classified or Non-Classified	Pay Rate	Estimated Vacate Date
Program Specialist	16999		Classified	\$27.21	12/6/2024

What is the specific title and primary responsibilities of the vacant position?

The vacant position is titled Program Specialist. This role is responsible for providing operational and administrative support to the inspection program, including managing inspection schedules, coordinating with inspectors and customers, ensuring accurate data entry into tracking systems, and responding to public inquiries. The position plays a key role in maintaining timely inspection processes, streamlining customer interactions, and supporting compliance efforts through accurate recordkeeping and follow-up.

Why has the position remained vacant for more than six months?

The position remained vacant due to a combination of factors:

- Supervisory turnover: The position's direct supervisor role experienced turnover, which temporarily delayed recruitment while leadership stabilized.
- Role reconfiguration: During the vacancy, the agency conducted a review and adjustment of the position's duties to better align with operational needs. The reformulated job description incorporates broader responsibilities among multiple program areas to improve scheduling efficiency and enhance customer service processes.
- The position was posted in July 2025 after these adjustments were finalized, with interviews currently underway.

Has this vacancy impacted your agency? If so, how?

Yes. The vacancy has created additional workload for existing staff, requiring them to absorb scheduling and customer communication tasks. This has:

- Reduced the agency's ability to proactively manage inspection schedules, resulting in more reactive adjustments when unforeseen changes occur.
- Placed additional administrative burdens on inspectors and supervisors, potentially reducing the time available for on-site work.
- Delayed some planned process improvements aimed at improving customer response times and inspection

coordination.

What is your agency's plan for this vacant position moving forward?

The agency anticipates filling this position by August 31, 2025. The recruitment process is currently in the interview phase, and the updated job description is expected to attract candidates with the necessary administrative, scheduling, and customer service skills. Once filled, the position will:

- Take over centralized inspection scheduling duties to ensure efficient routing and reduced downtime between inspections.
- Improve customer interactions through more consistent communication and streamlined processes.
- Support data accuracy for inspection tracking, reporting, and compliance documentation.

How has your agency managed the appropriation related to this position during the period it has been vacant?

During the vacancy, salary savings from the position have been used to support temporary coverage of duties by other administrative staff. In some cases, overtime and workload adjustments have been necessary to maintain essential inspection scheduling and customer response functions. This reallocation of resources has allowed the agency to continue meeting minimum operational requirements, though at reduced efficiency.

Description	Position Code	Job Code	Classified or Non-Classified	Pay Rate	Estimated Vacate Date
BULD SAFETY INSPECTOR/ADVISOR	13658		Classified	\$28.60	8/30/2024

What is the specific title and primary responsibilities of the vacant position?

The vacant position is titled Building Safety Inspector/Advisor. This role is responsible for conducting inspections of commercial, residential, and public structures to ensure compliance with state building codes and life safety standards. Key responsibilities include:

- Performing on-site inspections of construction projects within the Twin Falls and Wood River Valley region.
- Advising contractors, architects, and property owners on code compliance and corrective actions.
- Documenting inspection findings and maintaining accurate records for enforcement and reporting purposes.
- Serving as a technical resource for building safety issues and providing guidance to stakeholders on safe construction practices.

This position plays a critical role in protecting public safety by ensuring that structures meet all regulatory and safety requirements before occupancy.

Why has the position remained vacant for more than six months?

The position remained vacant for over a year due to a combination of recruitment and market challenges:

- Competitive wage limitations: The specialized qualifications and experience required for a building safety inspector make this position difficult to fill at current state salary ranges.
- High cost of living in the Wood River Valley: This factor has deterred applicants, as housing costs significantly exceed the average affordability for comparable state positions.
- Despite continuous postings over the last year, the agency has not received applicants who meet the technical and certification requirements for the role.

Has this vacancy impacted your agency? If so, how?

Yes, the vacancy has had a direct operational impact:

- Increased workload for supervisory staff: The program supervisor has been covering inspections in this region in addition to their normal management duties.
- Reduced capacity for proactive oversight: While inspections are being completed, the additional workload on supervisory staff reduces time available for program development, process improvements, and other leadership responsibilities.
- Risk of delayed inspections: In periods of high demand, inspection scheduling has been more challenging, which can impact construction timelines and customer service.

Although public safety requirements are still being met, the current arrangement is not sustainable long-term without negatively affecting other program areas.

What is your agency's plan for this vacant position moving forward?

The agency will continue recruitment efforts with an emphasis on targeted outreach, including:

- Expanding postings to national building safety and inspection associations.
- Engaging local trade and technical schools to identify potential candidates interested in state service.
- Exploring possible incentives or relocation assistance within available budget authority to make the position more competitive.

The goal is to secure a qualified candidate who can be fully dedicated to inspection responsibilities in the Twin Falls/Wood River Valley, relieving supervisory staff from covering these duties and restoring normal operational balance.

How has your agency managed the appropriation related to this position during the period it has been vacant?

Salary savings from this vacancy have been used to offset the additional travel and operational costs associated with sending supervisory staff to cover inspections in the Twin Falls/Wood River Valley. Some of these funds have also supported overtime and temporary adjustments to workload distribution in surrounding regions to ensure inspection coverage remains uninterrupted. While this has allowed the agency to maintain minimum service levels, it is not a financially or operationally sustainable long-term solution.

Position #	Class Code	Employee Name	Annual Sal	Salary % (7	FTP % (50 -	Class Name	Home Appi	Employee Code
4270016918	220C	VACANT	0.000000	100.000000	100.000000	Administrative Assistant 2 8810	DPLH	Z42716918
4270016966	1444C	VACANT	0.000000	100.000000	100.000000	Building Safety Program Manager 9410	DPLB	Z42716966
4270017079	666C	VACANT	0.000000	100.000000	100.000000	Financial Specialist 8810	DPLA	Z42717079
4270017107	2528N	VACANT	0.000000	100.000000	100.000000	Investigator Bd Pharmacy	DPLH	Z42717107
4270017163	846C	VACANT	0.000000	100.000000	100.000000	Program Specialist 9410	DPLB	Z42717163
4270017188	1568C	VACANT	0.000000	100.000000	100.000000	Program Manager 8810	DPLB	Z42717188
4270017256	164C	VACANT	0.000000	100.000000	100.000000	Technical Records Specialist 2 8810	DPLH	Z42717256
4270017259	180C	VACANT	0.000000	100.000000	100.000000	Technical Records Specialist 1 8810	DPLA	Z42717259
4270017262	164C	VACANT	0.000000	100.000000	100.000000	Technical Records Specialist 2 8810	DPLB	Z42717262
4270017263	164C	VACANT	0.000000	100.000000	100.000000	Technical Records Specialist 2 8810	DPLO	Z42717263
4270017271	164C	VACANT	0.000000	100.000000	100.000000	Technical Records Specialist 2 8810	DPLO	Z42717271
4270017288	164C	VACANT	38417.6000	100.000000	100.000000	Technical Records Specialist 2 8810	DPLB	Z42717288
4270017293	840C	VACANT	0.000000	100.000000	100.000000	Program Specialist 8810	DPLB	Z42717293
4270017297	164C	VACANT	0.000000	100.000000	100.000000	Technical Records Specialist 2 8810	DPLH	Z42717297
4270017305	164C	VACANT	0.000000	100.000000	100.000000	Technical Records Specialist 2 8810	DPLH	Z42717305
4270017322	840C	VACANT	0.000000	100.000000	100.000000	Program Specialist 8810	DPLH	Z42717322
4270017339	1441C	VACANT	0.000000	100.000000	100.000000	Building Safety Inspector/Advisor 9410	DPLB	Z42717339
4270017347	1441C	VACANT	0.000000	100.000000	100.000000	Building Safety Inspector/Advisor 9410	DPLB	Z42717347
4270017437	1435C	VACANT	0.000000	100.000000	100.000000	Occupational Licenses Investigator 9410	DPLO	Z42717437

PCF Summary Report

Request for Fiscal Year: 2027

Agency: Division of Occupational and Professional Licenses

427

Appropriation Unit: Administration

DPLA

Fund: State Regulatory Funds

22900

DU		FTP	Salary	Health	Variable Benefits	Total
12.91	Budget Law Exemptions/Other Adjustments	0.00	0	0	0	0
13.00	FY 2027 TOTAL REQUEST	0.00	0	0	0	0

PCN	Class	Description	FTP	Salary	Health	Variable Benefits	Total
Totals from Personnel Cost Forecast (PCF)							
		Permanent Positions	154.13	10,307,566	2,177,855	2,382,349	14,867,770
		Total from PCF	154.13	10,307,566	2,177,855	2,382,349	14,867,770
		FY 2026 ORIGINAL APPROPRIATION	161.35	10,870,163	2,279,876	2,465,462	15,615,501
		Unadjusted Over or (Under) Funded:	7.22	562,597	102,021	83,113	747,731
Adjustments to Wage and Salary							
NEWP-745468	90000	GROUP POSITION , Std Benefits/No NE Ret/No Health	.00	53,600	0	5,360	58,960
Estimated Salary Needs							
		Board, Group, & Missing Positions	.00	53,600	0	5,360	58,960
		Permanent Positions	154.13	10,307,566	2,177,855	2,382,349	14,867,770
		Estimated Salary and Benefits	154.13	10,361,166	2,177,855	2,387,709	14,926,730
Adjusted Over or (Under) Funding							
		Original Appropriation	7.22	508,997	102,021	77,753	688,771
		Estimated Expenditures	7.22	661,697	102,021	77,753	841,471
		Base	7.22	508,997	102,021	77,753	688,771

PCF Summary ReportRequest for Fiscal Year: 202
7**Agency:** Division of Occupational and Professional Licenses

427

Appropriation Unit: Building Construction and Real Estate

DPLB

Fund: State Regulatory Funds

22900

DU		FTP	Salary	Health	Variable Benefits	Total
3.00	FY 2026 ORIGINAL APPROPRIATION	161.35	10,870,163	2,279,876	2,465,462	15,615,500
5.00	FY 2026 TOTAL APPROPRIATION	161.35	10,870,163	2,279,876	2,465,462	15,615,500
6.71	Early Reversions	0.00	152,700	0	0	152,700
7.00	FY 2026 ESTIMATED EXPENDITURES	161.35	11,022,863	2,279,876	2,465,462	15,768,200
9.00	FY 2027 BASE	161.35	10,870,163	2,279,876	2,465,462	15,615,500
10.11	Change in Health Benefit Costs	0.00	0	1,150,000	0	1,150,000
10.12	Change in Variable Benefit Costs	0.00	0	0	(27,100)	(27,100)
10.61	Salary Multiplier - Regular Employees	0.00	208,700	0	48,200	256,900
11.00	FY 2027 PROGRAM MAINTENANCE	161.35	11,078,863	3,429,876	2,486,562	16,995,300
12.91	Budget Law Exemptions/Other Adjustments	0.00	0	0	0	0
13.00	FY 2027 TOTAL REQUEST	161.35	11,078,863	3,429,876	2,486,562	16,995,300

PCF Detail Report

Request for Fiscal Year: 2027

Agency: Division of Occupational and Professional Licenses427

Appropriation Unit: Building Construction and Real EstateDPLB

Fund: Federal (Grant)34800

PCN	Class	Description	FTP	Salary	Health	Variable Benefits	Total
Totals from Personnel Cost Forecast (PCF)							
		Permanent Positions	.90	51,518	12,717	11,942	76,177
		Total from PCF	.90	51,518	12,717	11,942	76,177
		FY 2026 ORIGINAL APPROPRIATION	1.50	116,077	21,195	26,328	163,600
		Unadjusted Over or (Under) Funded:	.60	64,559	8,478	14,386	87,423
Estimated Salary Needs							
		Permanent Positions	.90	51,518	12,717	11,942	76,177
		Estimated Salary and Benefits	.90	51,518	12,717	11,942	76,177
Adjusted Over or (Under) Funding							
		Original Appropriation	.60	64,559	8,478	14,386	87,423
		Estimated Expenditures	.60	66,559	8,478	14,386	89,423
		Base	.60	64,559	8,478	14,386	87,423

PCF Summary Report

Request for Fiscal Year: 2027

Agency: Division of Occupational and Professional Licenses

427

Appropriation Unit: Building Construction and Real Estate

DPLB

Fund: Federal (Grant)

34800

DU	FTP	Salary	Health	Variable Benefits	Total
3.00 FY 2026 ORIGINAL APPROPRIATION	1.50	116,077	21,195	26,328	163,600
5.00 FY 2026 TOTAL APPROPRIATION	1.50	116,077	21,195	26,328	163,600
6.71 Early Reversions	0.00	2,000	0	0	2,000
7.00 FY 2026 ESTIMATED EXPENDITURES	1.50	118,077	21,195	26,328	165,600
9.00 FY 2027 BASE	1.50	116,077	21,195	26,328	163,600
10.11 Change in Health Benefit Costs	0.00	0	6,700	0	6,700
10.12 Change in Variable Benefit Costs	0.00	0	0	(100)	(100)
10.61 Salary Multiplier - Regular Employees	0.00	1,100	0	200	1,300
11.00 FY 2027 PROGRAM MAINTENANCE	1.50	117,177	27,895	26,428	171,500
13.00 FY 2027 TOTAL REQUEST	1.50	117,177	27,895	26,428	171,500

PCF Detail Report

Request for Fiscal Year: 2027

Agency: Division of Occupational and Professional Licenses

Appropriation Unit: Building Construction and Real Estate

Fund: Miscellaneous Revenue: Building Construction and Real Estate – Industrial Safety

427
DPLB
34910

PCN	Class	Description	FTP	Salary	Health	Variable Benefits	Total
Totals from Personnel Cost Forecast (PCF)							
		Permanent Positions	5.83	379,291	82,374	87,855	549,520
		Total from PCF	5.83	379,291	82,374	87,855	549,520
		FY 2026 ORIGINAL APPROPRIATION	8.00	610,657	113,040	138,503	862,200
		Unadjusted Over or (Under) Funded:	2.17	231,366	30,666	50,648	312,680
Estimated Salary Needs							
		Permanent Positions	5.83	379,291	82,374	87,855	549,520
		Estimated Salary and Benefits	5.83	379,291	82,374	87,855	549,520
Adjusted Over or (Under) Funding							
		Original Appropriation	2.17	231,366	30,666	50,648	312,680
		Estimated Expenditures	2.17	235,666	30,666	50,648	316,980
		Base	2.17	231,366	30,666	50,648	312,680

PCF Summary Report

Request for Fiscal Year: 2027

Agency: Division of Occupational and Professional Licenses

427

Appropriation Unit: Building Construction and Real Estate

DPLB

Fund: Miscellaneous Revenue: Building Construction and Real Estate – Industrial Safety

34910

DU	FTP	Salary	Health	Variable Benefits	Total
3.00 FY 2026 ORIGINAL APPROPRIATION	8.00	610,657	113,040	138,503	862,200
5.00 FY 2026 TOTAL APPROPRIATION	8.00	610,657	113,040	138,503	862,200
6.71 Early Reversions	0.00	4,300	0	0	4,300
7.00 FY 2026 ESTIMATED EXPENDITURES	8.00	614,957	113,040	138,503	866,500
9.00 FY 2027 BASE	8.00	610,657	113,040	138,503	862,200
10.11 Change in Health Benefit Costs	0.00	0	37,300	0	37,300
10.12 Change in Variable Benefit Costs	0.00	0	0	(900)	(900)
10.61 Salary Multiplier - Regular Employees	0.00	6,900	0	1,600	8,500
11.00 FY 2027 PROGRAM MAINTENANCE	8.00	617,557	150,340	139,203	907,100
13.00 FY 2027 TOTAL REQUEST	8.00	617,557	150,340	139,203	907,100

PCN	Class	Description	FTP	Salary	Health	Variable Benefits	Total
Totals from Personnel Cost Forecast (PCF)							
		Permanent Positions	4.00	269,027	56,520	62,363	387,910
		Total from PCF	4.00	269,027	56,520	62,363	387,910
		FY 2026 ORIGINAL APPROPRIATION	4.00	362,876	56,520	82,304	501,700
		Unadjusted Over or (Under) Funded:	.00	93,849	0	19,941	113,790
Estimated Salary Needs							
		Permanent Positions	4.00	269,027	56,520	62,363	387,910
		Estimated Salary and Benefits	4.00	269,027	56,520	62,363	387,910
Adjusted Over or (Under) Funding							
		Original Appropriation	.00	93,849	0	19,941	113,790
		Estimated Expenditures	.00	94,549	0	19,941	114,490
		Base	.00	93,849	0	19,941	113,790

PCF Summary Report

Request for Fiscal Year: 202
7

Agency: Division of Occupational and Professional Licenses

427

Appropriation Unit: Building Construction and Real Estate

DPLB

Fund: Miscellaneous Revenue: Building Construction and
Real Estate – Logging Safety

34911

DU	FTP	Salary	Health	Variable Benefits	Total
3.00 FY 2026 ORIGINAL APPROPRIATION	4.00	362,876	56,520	82,304	501,700
5.00 FY 2026 TOTAL APPROPRIATION	4.00	362,876	56,520	82,304	501,700
6.71 Early Reversions	0.00	700	0	0	700
7.00 FY 2026 ESTIMATED EXPENDITURES	4.00	363,576	56,520	82,304	502,400
9.00 FY 2027 BASE	4.00	362,876	56,520	82,304	501,700
10.11 Change in Health Benefit Costs	0.00	0	31,100	0	31,100
10.12 Change in Variable Benefit Costs	0.00	0	0	(800)	(800)
10.61 Salary Multiplier - Regular Employees	0.00	5,800	0	1,300	7,100
11.00 FY 2027 PROGRAM MAINTENANCE	4.00	368,676	87,620	82,804	539,100
13.00 FY 2027 TOTAL REQUEST	4.00	368,676	87,620	82,804	539,100

PCN	Class	Description	FTP	Salary	Health	Variable Benefits	Total
Totals from Personnel Cost Forecast (PCF)							
		Permanent Positions	46.60	2,963,211	658,447	679,674	4,301,332
		Total from PCF	46.60	2,963,211	658,447	679,674	4,301,332
		FY 2026 ORIGINAL APPROPRIATION	52.50	3,427,813	741,825	777,462	4,947,100
		Unadjusted Over or (Under) Funded:	5.90	464,602	83,378	97,788	645,768
Adjustments to Wage and Salary							
NEWP-694684	90000	GROUP POSITION , Std Benefits/No NE Ret/No Health	.00	33,500	0	3,350	36,850
Estimated Salary Needs							
		Board, Group, & Missing Positions	.00	33,500	0	3,350	36,850
		Permanent Positions	46.60	2,963,211	658,447	679,674	4,301,332
		Estimated Salary and Benefits	46.60	2,996,711	658,447	683,024	4,338,182
Adjusted Over or (Under) Funding							
		Original Appropriation	5.90	431,102	83,378	94,438	608,918
		Estimated Expenditures	5.90	490,102	83,378	94,438	667,918
		Base	5.90	431,102	83,378	94,438	608,918

PCF Summary Report

Request for Fiscal Year: 2027

Agency: Division of Occupational and Professional Licenses

427

Appropriation Unit: Health Professions

DPLH

Fund: State Regulatory Funds

22900

DU	FTP	Salary	Health	Variable Benefits	Total
3.00 FY 2026 ORIGINAL APPROPRIATION	52.50	3,427,813	741,825	777,462	4,947,100
5.00 FY 2026 TOTAL APPROPRIATION	52.50	3,427,813	741,825	777,462	4,947,100
6.71 Early Reversions	0.00	59,000	0	0	59,000
7.00 FY 2026 ESTIMATED EXPENDITURES	52.50	3,486,813	741,825	777,462	5,006,100
9.00 FY 2027 BASE	52.50	3,427,813	741,825	777,462	4,947,100
10.11 Change in Health Benefit Costs	0.00	0	312,200	0	312,200
10.12 Change in Variable Benefit Costs	0.00	0	0	(6,400)	(6,400)
10.61 Salary Multiplier - Regular Employees	0.00	56,100	0	12,800	68,900
11.00 FY 2027 PROGRAM MAINTENANCE	52.50	3,483,913	1,054,025	783,862	5,321,800
12.91 Budget Law Exemptions/Other Adjustments	0.00	0	0	0	0
13.00 FY 2027 TOTAL REQUEST	52.50	3,483,913	1,054,025	783,862	5,321,800

PCF Detail Report

Request for Fiscal Year: 2027

Agency: Division of Occupational and Professional Licenses

427

Appropriation Unit: Occupations

DPLO

Fund: State Regulatory Funds

22900

PCN	Class	Description	FTP	Salary	Health	Variable Benefits	Total
Totals from Personnel Cost Forecast (PCF)							
		Permanent Positions	35.54	2,189,861	502,189	504,879	3,196,929
		Total from PCF	35.54	2,189,861	502,189	504,879	3,196,929
		FY 2026 ORIGINAL APPROPRIATION	39.85	2,610,771	563,081	592,149	3,766,001
		Unadjusted Over or (Under) Funded:	4.31	420,910	60,892	87,270	569,072
Adjustments to Wage and Salary							
NEWP-142534	90000	GROUP POSITION , Std Benefits/No NE Ret/No Health	.00	3,900	0	390	4,290
NEWP-635626	90000	GROUP POSITION , Std Benefits/No NE Ret/No Health	.00	24,100	0	2,410	26,510
Estimated Salary Needs							
		Board, Group, & Missing Positions	.00	28,000	0	2,800	30,800
		Permanent Positions	35.54	2,189,861	502,189	504,879	3,196,929
		Estimated Salary and Benefits	35.54	2,217,861	502,189	507,679	3,227,729
Adjusted Over or (Under) Funding							
		Original Appropriation	4.31	392,910	60,892	84,470	538,272
		Estimated Expenditures	4.31	411,710	60,892	84,470	557,072
		Base	4.31	392,910	60,892	84,470	538,272

PCF Summary ReportRequest for Fiscal Year: 202
7**Agency:** Division of Occupational and Professional Licenses

427

Appropriation Unit: Occupations

DPLO

Fund: State Regulatory Funds

22900

DU		FTP	Salary	Health	Variable Benefits	Total
3.00	FY 2026 ORIGINAL APPROPRIATION	39.85	2,610,771	563,081	592,149	3,766,000
5.00	FY 2026 TOTAL APPROPRIATION	39.85	2,610,771	563,081	592,149	3,766,000
6.71	Early Reversions	0.00	18,800	0	0	18,800
7.00	FY 2026 ESTIMATED EXPENDITURES	39.85	2,629,571	563,081	592,149	3,784,800
9.00	FY 2027 BASE	39.85	2,610,771	563,081	592,149	3,766,000
10.11	Change in Health Benefit Costs	0.00	0	268,100	0	268,100
10.12	Change in Variable Benefit Costs	0.00	0	0	(5,900)	(5,900)
10.61	Salary Multiplier - Regular Employees	0.00	45,400	0	10,400	55,800
11.00	FY 2027 PROGRAM MAINTENANCE	39.85	2,656,171	831,181	596,649	4,084,000
12.91	Budget Law Exemptions/Other Adjustments	0.00	0	0	0	0
13.00	FY 2027 TOTAL REQUEST	39.85	2,656,171	831,181	596,649	4,084,000

One-Time Operating & One-Time Capital Outlay Summary

Request for Fiscal Year: 2027

Agency: Division of Occupational and Professional Licenses

427

Priority	Appropriation Unit	DU	Fund	Summary Account	Item Description	Current Mileage	Date Acquired	Quantity in Stock	Request Quantity Desired	Request Unit Cost	Request Total Cost
Detail											
1	DPLB	12.56	22900	755	Ram 1500 2018 DBS 337	162,431		0.00	1.00	43,000.00	43,000
1	DPLB	12.55	22900	625	Standard Laptops - DPLB	0		0.00	35.00	1,860.00	65,100
1	DPLB	12.55	22900	625	Standard Laptops - DPLB - Allocation 66.52%	0		0.00	12.00	1,860.00	22,300
1	DPLB	12.57	22900	625	Switches - DPLB - Allocation 66.52%	0		0.00	1.00	9,778.00	9,800
1	DPLH	12.57	22900	625	Switches - DPLH - Allocation 22.57%	0		0.00	1.00	9,778.00	9,800
1	DPLH	12.55	22900	625	Standard Laptops - DPLH - Allocation 22.57%	0		0.00	4.00	1,860.00	7,400
1	DPLH	12.55	22900	625	Standard Laptops - DPLH	0		0.00	16.00	1,860.00	29,800
1	DPLO	12.55	22900	625	Standard Laptops - DPLO - Allocation 10.91%	0		0.00	2.00	1,860.00	3,700
1	DPLO	12.55	22900	625	Standard Laptops - DPLO	0		0.00	6.00	1,860.00	11,200
2	DPLB	12.56	22900	755	Ram 1500 2019 DBS 345	146,605		0.00	1.00	43,000.00	43,000
2	DPLB	12.57	22900	625	Wireless Access Points - DPLB - Allocation 66.52%	0		0.00	1.00	1,820.00	1,800
2	DPLH	12.57	22900	625	Wireless Access Points - DPLH - Allocation 22.57%	0		0.00	1.00	946.40	900
2	DPLO	12.57	22900	625	Wireless Access Points - DPLO - Allocation 10.91%	0		0.00	1.00	946.40	900
3	DPLB	12.56	22900	755	Ram 1500 2022 D0PL007	140,782		0.00	1.00	43,000.00	43,000
4	DPLB	12.56	22900	755	Ram 1500 2022 D0PL006	116,978		0.00	1.00	43,000.00	43,000
5	DPLB	12.56	22900	755	Escape 2016 DBS 283	111,245		0.00	1.00	35,000.00	35,000
6	DPLB	12.56	22900	755	Escape 2014 DBS 255	111,128		0.00	1.00	35,000.00	35,000
7	DPLB	12.56	22900	755	Ram 1500 2021 DBS 399	111,044		0.00	1.00	43,000.00	43,000
8	DPLB	12.56	22900	755	Ram 1500 2022 D0PL005	99,442		0.00	1.00	43,000.00	43,000
9	DPLB	12.56	22900	755	Ram 1500 2020 DBS 376	97,516		0.00	1.00	43,000.00	43,000
Subtotal											533,700
Grand Total by Appropriation Unit											
	DPLB										470,000
	DPLH										47,900
	DPLO										15,800
Subtotal											533,700

One-Time Operating & One-Time Capital Outlay Summary

Request for Fiscal Year: 2027

Grand Total by Decision Unit				
	12.55			139,500
	12.56			371,000
	12.57			23,200
			Subtotal	533,700
Grand Total by Fund Source				
	22900			533,700
			Subtotal	533,700
Grand Total by Summary Account				
	625	0.00	80.00	162,700
	755	0.00	9.00	371,000
			Subtotal	533,700



BRAD LITTLE
Governor
STEVEN BAILEY
Director
DALE REYNOLDS
Administrator

State of Idaho
Department of Administration
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MEMORANDUM

TO: Department Directors, Agency Heads, and
Division of Public Works Agency Contacts

FROM: Dale Reynolds, Administrator

SUBJECT: FY2027 Capital Budget Requests and
Five-Year Facilities Needs Plan Annual Update

DATE: April 11, 2025

With this memo, the Permanent Building Fund (PBF) budget planning cycle begins for FY2027. Information regarding exempt agencies is discussed below; and the process and timeframe of the two-step submittal is outlined. This memo also serves as a reminder that each agency is required to annually submit an updated five-year facility needs plan.

Exempt Agencies

Under Idaho Code § 67-5711, several agencies are exempt, except for administrative office buildings and associated improvements, from the provisions of this section that relate to the administration and review of such projects by the Director of the Department of Administration and the Permanent Building Fund Advisory Council (PBFAC). This exemption applies to the Water Resources Board, the Idaho Transportation Department, and the Departments of Fish and Game, Lands, Parks and Recreation, and Water Resources. This exemption does not, however, relieve these agencies and entities in the letting of contracts for public works, or from complying with the provisions of Idaho Code § 67-5711C related to the advertising and bidding for contracts.

FY2027 Permanent Building Fund Budget Request Guidelines

Idaho Code § 67-5712 directs the PBFAC to prepare for the Governor and his staff a projection of physical facility requirements and future needs of all institutions and State agencies on or before September 1st of each year. **Please note that last year (FY2026), a new project category for deferred building maintenance projects was included as further described below.**

To meet this directive, we ask that you submit an initial list of your agency's needs. This preliminary list, which will be part of the overview of our State's physical plants, should include:

"Providing responsive, cost effective, and timely support services to Idaho's policy makers, public agencies, and state agencies as they serve Idaho citizens."

(a) requests for new construction required to meet program demands, (b) needed facility alterations and updates to meet program needs, (c) **deferred building maintenance projects** as needed to maintain current systems and/or noted in the agencies facilities condition assessment, and (d) projects to comply with the Americans with Disabilities Act.. This first submittal can be a very brief description with an estimated budget. **Please submit your preliminary lists for FY2027 funding to the Division of Public Works (DPW) no later than June 1, 2025.** A DPW project manager/field representative will be available to review your projects and give you any feedback for your final list if requested.

Due on August 1, 2025, is the final detailed information supportive of the preliminary lists described above. No changes should be made after this time. This data is to be submitted on project forms, described in the Division of Financial Management's Budget and Development Manual. A **six-year capital construction plan** and specific information regarding priorities is also **due on August 1st** when decisions are being made for the Executive Budget. The PBFAC will hear agency FY2027 request presentations at its meeting on October 7, 2025. If there are any changes after August 1st the Agency will need to present their critical changes to Council at the October meeting. At its November 6, 2025 meeting, the Council will take formal action on its capital budget recommendations.

For your convenience, the four submittal forms are attached, and they are also available on the DPW website at dpw.idaho.gov under Capital Budget Requests, using the "our forms" link. Please submit the signed original of each completed form to DPW no later than August 1st. Please do not bind, hole punch, or staple your request forms.

The preliminary summary (due June 1st) and the detailed submission (due August 1st) should categorize requests into the following areas: (a) new or substantially renovated or remodeled capital projects, (b) alteration and update projects, (c) deferred building maintenance projects and (d) projects to comply with the Americans with Disabilities Act. For each request category, please indicate the agency priority for the request with the top-priority request assigned number one, the second priority assigned number two, and so on.

The following priorities will be considered when reviewing Deferred Building Maintenance Projects.

- (1) Projects required to save the structure from deterioration, such as roofs;
- (2) Projects to provide a safe environment and/or to meet codes, such as life-safety codes;
- (3) Repairs, or replacement of structural, electrical, or mechanical systems;
- (4) Exterior or Interior repairs

Please do not combine small, miscellaneous repair projects, or various remodel projects together to form one project. All Alteration and Update Projects and Deferred Building Maintenance Projects should consist of one project totaling at least \$30,000 in construction cost. Design Professional and other fees would be in addition to the construction cost.

Demolition necessary for remodeling should be included in the total estimated project costs and descriptions. Stand-alone Demolition Projects should be submitted as separate Alteration and Update or Capital Projects. Asbestos removal, which is necessary because of remodeling, should be included in the total estimated project costs. Stand-alone Asbestos removal projects should be submitted as separate Alteration and Update projects.

DPW requests an annual appropriation for a small asbestos account used to fund limited asbestos surveys and provide some monetary assistance to address the encounter of unknown asbestos for all projects.

DPW Can Assist You

In an effort to provide the citizens of Idaho and State employees with efficient quality and safe facilities, DPW staff can help determine and prioritize your facility needs as well as assist in estimating budgets. To schedule facility inspections or site visits please contact one of our Senior Project Managers, Margie Kennedy at Margie.Kennedy@adm.idaho.gov or 332-1917 or Nicole Cecil at Nicole.Cecil@adm.idaho.gov or 332-1905. DPW will be reviewing each request and estimated cost prior to the August 1, 2025 final submission.

DPW encourages all agencies to develop FY2027 project requests as you have done for previous fiscal years.

Five-Year Plan Annual Update

Idaho Code § 67-5708B establishes a comprehensive policy on State facilities with the purpose of improving facility utilization and developing a statewide facility needs plan. As such, all State agencies shall prepare and maintain a five-year facilities needs plan and report such projected facilities needs at their annual budget hearings and provide a copy of its facilities needs plan report to the Department of Administration. Each State agency, except institutions of higher education, is requested to update its five-year facility needs plan for facilities and send to Grace.Paduan@adm.idaho.gov no later than **September 1, 2025**. This plan should cover all owned facilities as well as leased facilities.

To make this process easy and efficient, an electronic version of the five-year facility needs plan is available on the DPW website at leasing.idaho.gov under the 'Forms and Information' link. If you have more than five facilities, the information should be summarized for your analysts at the Division of Financial Management and the Legislative Services Office.

If you require assistance or have questions about the capital budget submittals or the five-year plan annual update, please contact Richard Brien, State Leasing Manager, at 332-1929 or by e-mail at Richard.Brien@adm.idaho.gov. With your assistance, we can effectively manage and protect the physical assets that belong to the taxpayers of Idaho and control the on-going expense of our leased facilities. If you will not be submitting a FY2027 Capital Budget Request, please let us know.

**FY2027
CAPITAL BUDGET REQUEST**

CAPITAL IMPROVEMENT PROJECTS
(New Buildings, Additions or Major Renovations)

AGENCY: 427 - Idaho Division of Occupational & Professional Licensures

PROJECT PRIORITY:

PROJECT DESCRIPTION: Blackfoot - Field Office Remodel

ADDRESS / LOCATION:

CONTACT PERSON: Katie Stewart

PHONE:

PROJECT JUSTIFICATION: (Specify the authority in statute or rule that supports this request)

- (A) Describe in detail what the project is. The Blackfoot Field Office is owned by DOPL. We are needing to plan for repairs and renovations. This office space hasn't had regular maintenance and the state of the building is declining. Priority 1: We need to replace carpet & 9 cubicles. Priority 2: Bathroom remodel & removal of water fountain. Priority 3: Repair HVAC system and replace ceiling tiles.
- (B) What is the existing program and how will it be improved?
This impacts all of our bureaus and the health and safety of our employee's
- (C) What will be the impact on your operating budget?
We believe we can absorb these costs in our current operating appropriations.
- (D) What are the consequences if this project is not funded?
Unsafe work environment for our employee's
- (E) Please identify the performance measure, goal, or priority this request is intended to improve in the strategic plan or performance measurement report.
Providing exceptional customer service through office space that is clean and is professional, providing quality customer service. This allows us to establish integrity and respect with our guests, stakeholders, employees & wider community. Provide safety for our employee's, stakeholders and community.
- (F) What is the anticipated measured outcome if this request is funded?
High employee morale, continued improvement of customer service, safety for our employees & customers.
- (G) Detail any current one-time or ongoing Operating Expenditures or Capital Outlay and any other future costs. We are planning to have a 3 phase approach so that we can absorb these costs in our existing appropriations and won't require line-item requests in our budgets
- (H) Who is being served by this request and what is the impact if not funded?
Employee's, stakeholders & community. Unsafe work conditions and space for our stakeholders & employee's

PLEASE INCLUDE ANY ANTICIPATED ASBESTOS COSTS IN THE OVERALL BUDGET.

ESTIMATED BUDGET:

Land	\$	
A / E Fees		
Construction		123,000
5% Contingency		6,150
F F & E		27,000
Asbestos		
Other		
Total	\$	156,150

FUNDING:

PBF	\$	
General Account		
Agency Funds		156,150
Federal Funds		
Other		
Total	\$	156,150

Agency Head Signature: Russell S. Bann

Date: 6/2/25

FY2027
CAPITAL BUDGET REQUEST

ALTERATION AND REPAIR PROJECTS
(Facilities alterations and updates to meet program needs)

AGENCY: 427 - Idaho Division of Occupational & Professional Licensenses

PROJECT DESCRIPTION / ADDRESS:	COST	PRIORITY
Carpet Replacement	\$16,000	1
Replace Cubicles - 9	27,000	1
Other maintenace items	5,000	1
Bathroom Remodel	48,000	2
Remove Water Fountain	2,000	2
HVAC System	40,000	3
Ceiling Tile Replacement	2,000	3
Other maintenace items	10,000	3

PLEASE INCLUDE ANY ANTICIPATED ASBESTOS COSTS IN THE OVERALL BUDGET.

Agency Head Signature:



Date:



**FY2027
CAPITAL BUDGET REQUEST**

DEFERRED BUILDING MAINTENANCE PROJECTS
(Maintain current systems and/or noted in the agency's Facilities Condition Assessment)

AGENCY:

PROJECT DESCRIPTION / ADDRESS:	COST	PRIORITY	FCA (Y/N)

PLEASE INCLUDE ANY ANTICIPATED ASBESTOS COSTS IN THE OVERALL BUDGET.

Agency Head Signature: Russell S. Baum
Date: 6/2/25

FY2027
CAPITAL BUDGET REQUEST

ADA PROJECTS
(Projects to comply with the American with Disabilities Act)

AGENCY:

PROJECT DESCRIPTION / ADDRESS:	COST	PRIORITY	FCA (Y/N)

PLEASE INCLUDE ANY ANTICIPATED ASBESTOS COSTS IN THE OVERALL BUDGET.

Agency Head Signature: Russell S. Bann
Date: 6/2/25

FY2027
CAPITAL BUDGET REQUEST

SIX-YEAR PLAN FY 2026 THROUGH FY 2031
CAPITAL IMPROVEMENTS

AGENCY:

PROJECT DESCRIPTION / ADDRESS	FY 2026 \$	FY 2027 \$	FY 2028 \$	FY 2029 \$	FY 2030 \$	FY 2031 \$
Carpet Replacement	\$16,000					
Replace Cubicles - 9	27,000					
Other maintenace items	5,000					
Bathroom Remodel		48,000				
Remove Water Fountain		2,000				
HVAC System			40,000			
Ceiling Tile Replacement			2,000			
Other maintenace items			10,000			
TOTAL	48,000	50,000	52,000			

Agency Head Signature: 

Date: 6/2/25

Federal Funds Inventory Form
As Required by Sections 67-1917 & 67-3502(e), Idaho Code
*** Report must be submitted to the Division of Financial Management and Legislative Services Office as part of your budget request.

Reporting Agency/Department: Division of Occupational and Professional Licenses
Contact Person/Title: Wendy M Gutierrez/Financial Officer

Agency Code: 427
Contact Phone Number: 208-577-2600

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q
Grant Number CFDA# /Cooperative Agreement # /Identifying #	Grant Type	Federal Granting Agency	Grant Title	Grant Description	Pass Through State Agency	Budgeted Program	Award Structure	Grant is Ongoing or Short-Term	Date of Expiration - If Known *Required if Short-term §67- 1917(1)(c), I.C.	Total Grant Amount	State Approp [OT] Annually, [OG] In Base, or [C] Continuous §67- 1917(1)(b), I.C.	MOE or MOU requirements? [Y] Yes or [N] No If Yes answer question # 2. (§67- 1917(1)(d), I.C.)	State Match Required: [Y] Yes or [N] No (§67- 1917(1)(d), I.C.)	State Match Description & Fund Source (GF or other state fund) (§67- 1917(1)(d), I.C.)	Total State Match Amount (§67- 1917(1)(d), I.C.)	FY 2023 Actual Federal Expenditures
20.720	C	Department of Transportation- Pipeline and Hazardous Materials Safety Admin (PHMSA)	State Damage Prevention (SDP) Grant	Pipeline safety is a shared responsibility, and the purpose of the State Damage Prevention (SDP) Program grant is to establish or improve state programs and to protect underground pipeline facilities from excavation damage. The SDP grants provide funding to help eligible states establish a comprehensive program to prevent damage to underground pipelines in states that do not have such programs, and to improve damage prevention programs in states that do.				Ongoing			OG	N	N			\$97,000
DU100K900016687	F	Department of Housing & Urban Development	Manufactured Home State Administrative Agency (SAA)	Through a Cooperative Agreement with the US Department of Housing & Urban Development DOPL acts as the State Administrative Agency for the HUD Manufactured Home Program, and receives Treasury check payments.				Ongoing			OG	N	N			\$96,900
20.271	C	Public Utilities Commission	2024 PUC	Direct Cost associated to Personnel, Frigde Benefits, Travel, Equipmtent				Ongoing			OG	N	N			
Total										\$0.00					\$0.00	\$193,900
Total FY 2025 All Funds Appropriation (DU 1.00)				\$206,800												
Federal Funds as Percentage of Funds §67-1917(1)(e), I.C.				75.39%												

2. Identify below for each grant any obligations, agreements, joint exercise of powers agreements, maintenance of efforts agreements, or memoranda of understanding that may be impacted by federal or state decisions regarding federal receipts, include any state matching requirements. §67-1917(1)(d), I.C.

CFDA# /Cooperative Agreement # /Identifying #	Agreement Type	Explanation of agreement including dollar amounts.
20.720		If the federal program was cut, DOPL would seek to discontinue or reduce effort to the program and eliminate any statutory or administrative rules related to the program.
DU100K900016687		If the federal program was cut, DOPL would seek to discontinue or reduce effort to the program and eliminate any statutory or administrative rules related to the program.
20.271		If the federal program was cut, DOPL would seek to discontinue or reduce effort to the program and eliminate any statutory or administrative rules related to the program.

Fiscal Year: 2027
Contact Email: wendy.gutierrez@doplidaho.gov

R	S	T	U	V	W	X	Y	Z	AA	AB	AC	AD
FY 2023 Actual State Match Expenditures	FY 2024 Actual Federal Expenditures	FY 2024 Actual State Match Expenditures	FY 2025 Actual Federal Funds Received (CASH) \$67-1917(1)(a), I.C.	FY 2025 Actual Federal Expenditures	FY 2025 Actual State Match Expenditures\$ 67- 1917(1)(d), I.C.	FY 2026 Estimated Available Federal Funds \$67-1917(1)(b), I.C.	FY 2026 Estimated Federal Expenditures \$67- 1917(1)(b), I.C.	FY 2027 Estimated Available Federal Funds \$67- 1917(1)(b), I.C.	FY 2027 Estimated Federal Expenditures \$67-1917(1)(b), I.C.	Known Reductions of 10% - 49%, fill out column AD \$67-3502(1)(e), I.C.	Grant Reduced by 50% or More from the previous years funding? Fill out column AD. \$67- 1917(2), I.C.	Plan for Reduction If there is a known reduction in grant funding in the budget year compared to the previous year identified in column AB, complete this question and include the amount of reduction, detail about the reduction, the impact to the agency, the programs or activities supported by the grant funding, possible reduction in state funding required, and if the reduction is: Between 10-49% - provide the agency's plan for operating at a reduced rate in grant funding. If 50% or greater - provide the agency's detailed plan to reduce or elimiate related services.
	\$58,100		\$84,200	\$84,200		\$86,900	\$86,900	\$86,900	\$86,900			If the federal program was cut, DOPL would seek to discontinue or reduce effort to the program and eliminate any statutory or administrative rules related to the program.
	\$37,900		\$41,200	\$42,100		\$41,200	\$41,200	\$41,200	\$41,200			If the federal program was cut, DOPL would seek to discontinue or reduce effort to the program and eliminate any statutory or administrative rules related to the program.
			\$34,100	\$29,600		\$42,000	\$42,000.00	\$42,000	\$42,000			If the federal program was cut, DOPL would seek to discontinue or reduce effort to the program and eliminate any statutory or administrative rules related to the program.
\$0.00	\$96,000	\$0.00	\$159,500	\$155,900	\$0.00	\$170,100	\$170,100	\$170,100	\$170,100			

FIVE-YEAR FACILITY NEEDS PLAN, pursuant to IC 67-5708B

AGENCY INFORMATION

AGENCY NAME:	DOPL	Division/Bureau:	
Prepared By:	Wendy Gutierrez	E-mail Address:	wendy.gutierrez@dopl.idaho.gov
Telephone Number:	208-577-2600	Fax Number:	
DFM Analyst:	Amanda Harper	LSO/BPA Analyst:	Frances Lippitt
Date Prepared:		For Fiscal Year:	2027

FACILITY INFORMATION (please list each facility separately by city and street address)

Facility Name:	Boise Chinden Campus				
City:	Boise	County:	Ada		
Property Address:	11341 W. Chinden Blvd Bldg #4				Zip Code: 83714
Facility Ownership (could be private or state-owned)	Private Lease:	<input type="checkbox"/>	State Owned:	<input checked="" type="checkbox"/>	Lease Expires:

FUNCTION/USE OF FACILITY

Agency Administrative Office

COMMENTS

WORK AREAS

FISCAL YR:	ACTUAL 2025	ESTIMATE 2026	REQUEST 2027	REQUEST 2028	REQUEST 2029	REQUEST 2030
Total Number of Work Areas:	200	200	200	200	200	200
Full-Time Equivalent Positions:	196	196	196	196	196	196
Temp. Employees, Contractors, Auditors, etc.:	4	4	4	4	4	4

SQUARE FEET

FISCAL YR:	ACTUAL 2025	ESTIMATE 2026	REQUEST 2027	REQUEST 2028	REQUEST 2029	REQUEST 2030
Square Feet:	45854	45854	45854	45854	45854	45854

FACILITY COST

(Do NOT use your old rate per sq ft; it may not be a realistic figure)

FISCAL YR:	ACTUAL 2025	ESTIMATE 2026	REQUEST 2027	REQUEST 2028	REQUEST 2029	REQUEST 2030
Total Facility Cost/Yr:	\$616,000.00	\$634,400.00	\$653,500.00	\$673,100.00	\$693,300.00	\$714,100.00

SURPLUS PROPERTY

FISCAL YR:	ACTUAL 2025	ESTIMATE 2026	REQUEST 2027	REQUEST 2028	REQUEST 2029	REQUEST 2030
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

IMPORTANT NOTES:

1. Upon completion, please send to Leasing Manager at the State Leasing Program in the Division of Public Works via email to Grace.Paduano@adm.idaho.gov. Please e-mail or call 208-332-1933 with any questions.

2. If you have five or more locations, please summarize the information on the Facility Information Summary Sheet and include this summary sheet with your submittal.

3. Attach a hardcopy of this submittal, as well as the Facility Information Summary Sheet, if applicable, with your budget request. DPW LEASING DOES NOT NEED A COPY OF YOUR BUDGET REQUEST, JUST THIS FORM.

AGENCY NOTES:

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FIVE-YEAR FACILITY NEEDS PLAN, pursuant to IC 67-5708B						
AGENCY INFORMATION						
AGENCY NAME:	DOPL		Division/Bureau:			
Prepared By:	Wendy Gutierrez		E-mail Address:	wendy.gutierrez@dopl.idaho.gov		
Telephone Number:	208-577-2600		Fax Number:			
DFM Analyst:	Amanda Harper		LSO/BPA Analyst:	Frances Lippitt		
Date Prepared:			For Fiscal Year:	2027		
FACILITY INFORMATION (please list each facility separately by city and street address)						
Facility Name:	CDA					
City:	CDA		County:	Kootenai		
Property Address:	1250 W Ironwood, Suite 220				Zip Code:	83814
Facility Ownership (could be private or state-owned)	Private Lease:	<input checked="" type="checkbox"/>	State Owned:	<input type="checkbox"/>	Lease Expires:	6/30/2026
FUNCTION/USE OF FACILITY						
Regional office for administrative staff and customer resource team						
COMMENTS						
WORK AREAS						
FISCAL YR:	ACTUAL 2025	ESTIMATE 2026	REQUEST 2027	REQUEST 2028	REQUEST 2029	REQUEST 2030
Total Number of Work Areas:	18	18	18	18	18	18
Full-Time Equivalent Positions:	18	18	18	18	18	18
Temp. Employees, Contractors, Auditors, etc.:	0	0	0	0	0	0
SQUARE FEET						
FISCAL YR:	ACTUAL 2025	ESTIMATE 2026	REQUEST 2027	REQUEST 2028	REQUEST 2029	REQUEST 2030
Square Feet:	2430	2430	2430	2430	2430	2430
FACILITY COST (Do NOT use your old rate per sq ft; it may not be a realistic figure)						
FISCAL YR:	ACTUAL 2025	ESTIMATE 2026	REQUEST 2027	REQUEST 2028	REQUEST 2029	REQUEST 2030
Total Facility Cost/Yr:	\$86,100.00	\$88,200.00	\$90,900.00	\$93,600.00	\$96,400.00	\$99,300.00
SURPLUS PROPERTY						
FISCAL YR:	ACTUAL 2025	ESTIMATE 2026	REQUEST 2027	REQUEST 2028	REQUEST 2029	REQUEST 2030
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
IMPORTANT NOTES:						
1. Upon completion, please send to Leasing Manager at the State Leasing Program in the Division of Public Works via email to Grace.Paduano@adm.idaho.gov . Please e-mail or call 208-332-1933 with any questions.						
2. If you have five or more locations, please summarize the information on the Facility Information Summary Sheet and include this summary sheet with your submittal.						
3. Attach a hardcopy of this submittal, as well as the Facility Information Summary Sheet, if applicable, with your budget request. DPW LEASING DOES NOT NEED A COPY OF YOUR BUDGET REQUEST, JUST THIS FORM.						
AGENCY NOTES:						

FIVE-YEAR FACILITY NEEDS PLAN, pursuant to IC 67-5708B						
AGENCY INFORMATION						
AGENCY NAME:	DOPL		Division/Bureau:			
Prepared By:	Wendy Gutierrez		E-mail Address:	wendy.gutierrez@dopl.idaho.gov		
Telephone Number:	208-577-2600		Fax Number:			
DFM Analyst:	Amanda Harper		LSO/BPA Analyst:	Frances Lippitt		
Date Prepared:			For Fiscal Year:	2027		
FACILITY INFORMATION (please list each facility separately by city and street address)						
Facility Name:	Blackfoot					
City:	Blackfoot		County:	Bingham		
Property Address:	155 North Maple			Zip Code:	83221	
Facility Ownership (could be private or state-owned)	Private Lease:	<input type="checkbox"/>	State Owned:	<input checked="" type="checkbox"/>	Lease Expires:	
FUNCTION/USE OF FACILITY						
Regional office for administrative staff and customer resource team						
COMMENTS						
WORK AREAS						
FISCAL YR:	ACTUAL 2025	ESTIMATE 2026	REQUEST 2027	REQUEST 2028	REQUEST 2029	REQUEST 2030
Total Number of Work Areas:	15	15	15	15	15	15
Full-Time Equivalent Positions:	10	10	10	10	10	10
Temp. Employees, Contractors, Auditors, etc.:	3	3	3	3	3	3
SQUARE FEET						
FISCAL YR:	ACTUAL 2025	ESTIMATE 2026	REQUEST 2027	REQUEST 2028	REQUEST 2029	REQUEST 2030
Square Feet:	8000	8000	8000	8000	8000	8000
FACILITY COST (Do NOT use your old rate per sq ft; it may not be a realistic figure)						
FISCAL YR:	ACTUAL 2025	ESTIMATE 2026	REQUEST 2027	REQUEST 2028	REQUEST 2029	REQUEST 2030
Total Facility Cost/Yr:	\$43,300.00	\$44,600.00	\$45,900.00	\$47,300.00	\$48,700.00	\$50,200.00
SURPLUS PROPERTY						
FISCAL YR:	ACTUAL 2025	ESTIMATE 2026	REQUEST 2027	REQUEST 2028	REQUEST 2029	REQUEST 2030
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
IMPORTANT NOTES:						
1. Upon completion, please send to Leasing Manager at the State Leasing Program in the Division of Public Works via email to Grace.Paduano@adm.idaho.gov . Please e-mail or call 208-332-1933 with any questions.						
2. If you have five or more locations, please summarize the information on the Facility Information Summary Sheet and include this summary sheet with your submittal.						
3. Attach a hardcopy of this submittal, as well as the Facility Information Summary Sheet, if applicable, with your budget request. DPW LEASING DOES NOT NEED A COPY OF YOUR BUDGET REQUEST, JUST THIS FORM.						
AGENCY NOTES:						

Employee Bonus Report

To Agency Code	Employee Number	Employee Name	Work Assignment	Amount	Currency	Pay Code	Pay Code Description	Time Record Date
427	259559	CRISPIN, ROBERT M.	1	\$5,000.00	USD	REN	RETENTION-MORE THAN 6 MO	Mar 1, 2025
427	260649	THOMPSON, THOMAS	1	\$2,000.00	USD	STC	PERFORMANCE BONUS	Apr 26, 2025
427	262076	ROBERTS, SAYCHELLE L.	1	\$2,000.00	USD	STC	PERFORMANCE BONUS	Apr 26, 2025
427	266858	SEXTON-JACOBSON, DEBORAH L.	1	\$5,000.00	USD	REN	RETENTION-MORE THAN 6 MO	Apr 26, 2025
427	267773	WIEDMEIER, CRAIG D.	1	\$1,000.00	USD	STC	PERFORMANCE BONUS	Apr 26, 2025
427	267779	CASNER, STEVEN	1	\$1,500.00	USD	STC	PERFORMANCE BONUS	Apr 26, 2025
427	268801	ROWE, KATHRYN A.	1	\$1,000.00	USD	STC	PERFORMANCE BONUS	Apr 26, 2025
427	272534	CLIFFORD, ZACHERY D.	1	\$1,000.00	USD	STC	PERFORMANCE BONUS	Apr 26, 2025
427	277725	DAILY, KIMBERLY A.	1	\$5,000.00	USD	REN	RETENTION-MORE THAN 6 MO	Apr 26, 2025
427	279440	RIBLETT, PATRICK K.	1	\$1,500.00	USD	STC	PERFORMANCE BONUS	Apr 26, 2025
427	292067	STROUT, JENNIFER	1	\$500.00	USD	STC	PERFORMANCE BONUS	Apr 26, 2025
427	295761	ELLIS, DANA	1	\$2,000.00	USD	STC	PERFORMANCE BONUS	Apr 26, 2025
427	296904	ZANOTELLI, JAMES	1	\$2,000.00	USD	STC	PERFORMANCE BONUS	Apr 26, 2025
427	298960	WOOD, MYKEL	1	\$2,000.00	USD	STC	PERFORMANCE BONUS	Apr 26, 2025
427	299490	HOLTON, AUSTIN	1	\$1,000.00	USD	STC	PERFORMANCE BONUS	Apr 26, 2025
427	299525	KIENTZ, REBECCA L.	1	\$500.00	USD	STC	PERFORMANCE BONUS	Apr 26, 2025
427	307976	Waalkens, Kelly	1	\$1,500.00	USD	STC	PERFORMANCE BONUS	Apr 26, 2025
427	311092	Preinitz, Damien	2	\$5,000.00	USD	REN	RETENTION-MORE THAN 6 MO	Apr 26, 2025
427	312152	Swanson, Jordan	1	\$500.00	USD	STC	PERFORMANCE BONUS	Apr 26, 2025
427	314459	Anderson, Jeremy P.	1	\$2,000.00	USD	STC	PERFORMANCE BONUS	Apr 26, 2025
427	314460	Brown, Julie	1	\$500.00	USD	STC	PERFORMANCE BONUS	Apr 26, 2025
427	317216	Tucker, Brian	1	\$5,000.00	USD	REN	RETENTION-MORE THAN 6 MO	Feb 1, 2025
427	319417	Edwards, Tabitha	1	\$2,000.00	USD	STC	PERFORMANCE BONUS	Apr 26, 2025
427	320455	Duffin, Orin P.	1	\$5,000.00	USD	REN	RETENTION-MORE THAN 6 MO	Apr 26, 2025

NOTE: Agencies will complete one questionnaire per budgeted program that had employee travel expenditures in FY 2025 (as reflected in the OE tab(s) of the B-4) when the B-4 is updated (est. August 1st).

Employee Travel Questionnaire-B4

Building Construction and Real Estate Travel

A. In-State Travel (\$305,400)

1. What are the primary reasons for the program's in-state travel?

The Building Construction and Real Estate Bureau's (BCRE) in-state travel is driven by the need to provide consistent support, oversight, and regulatory enforcement across Idaho. Primary drivers include board meetings, conferences, investigations, inspections, and trainings. This encompasses staff travel to satellite offices and headquarters for coordination and training, board members attending board meetings and conferences, inspectors conducting field inspections, and investigators traveling across the state to conduct investigative work. Inspectors also travel to ensure coverage when staffing shortages occur, helping to prevent delays in inspections. In addition, the Bureau Chief and program managers conduct targeted trainings on code updates to support industry compliance and public safety.

2. How does in-state travel support the program's mission, strategic goals, or statutory requirements.

In-state travel is essential to fulfilling the Division's mission of consumer protection and public safety by ensuring consistent oversight, enforcement, and stakeholder engagement across Idaho. Travel allows staff, inspectors, and investigators to be present at satellite offices, conduct inspections, carry out investigations, and participate in board meetings. Board meetings are particularly critical, as they are where decisions are made in accordance with statutory obligations and professional standards. Inspectors and investigator travel ensures timely inspections, effective enforcement actions, and regulatory compliance, preventing delays that could affect public safety or licensee operations. Travel to headquarters fosters training, collaboration, and policy alignment, while participation in conferences and trainings enhances professional expertise and supports consistency statewide. Lastly, this Bureau holds multiple code updates throughout the state to support industry compliance. Collectively, these efforts maintain strong communication with stakeholders, promote accountability, and ensure the Division upholds its statutory responsibilities and strategic goals.

3. Are there changes to the program's anticipated in-state travel budget for fiscal year 2027? If so, please explain.

The BCRE Bureau does not anticipate significant changes to the in-state travel budget for FY 2027. The FY 2025 actual expenditure was approximately \$305,400, which reflects ongoing operational needs for satellite office support, inspector travel, and board activities. At this time, the Bureau expects in-state travel needs to remain consistent, with only minor adjustments for inflation or changing travel costs.

B. Out-of-State Travel (\$103,500)

1. What are the primary reasons for the program's out-of-state travel?

Out-of-state travel is primarily for staff and board members to attend necessary training opportunities and

national conferences. These events ensure our team remains current on best practices, national standards, and emerging trends in field.

2. How does out-of-state travel support the program's mission, strategic goals, or statutory requirements.

Participation in national training and conferences directly supports the Bureau's mission of consumer protection and public safety. Out-of-state travel allows staff and board members to gain knowledge from national experts, collaborate with peers from other states, and bring back strategies that improve efficiency, compliance, and public safety in Idaho. This engagement helps ensure that Idaho remains aligned with national standards while meeting statutory obligations to provide effective oversight.

3. Are there changes to the program's anticipated out-of-state travel budget for fiscal year 2027? If so, please explain.

The Bureau spent approximately \$103,500 on out-of-state travel in FY 2025. At this time, we do not anticipate significant changes to the FY 2027 budget request. Travel needs are expected to remain consistent, with attendance at key conferences and training continuing to be essential for staff and board members. Any adjustments would be minimal and based on inflationary travel costs or evolving professional training requirements.

Health Professions Travel

A. In-State Travel (\$62,200)

1. What are the primary reasons for the program's in-state travel?

The Health Professions Bureau's in-state travel is driven by the need to provide consistent support, oversight, and regulatory enforcement across Idaho. Primary drivers include board meetings, conferences, investigations, inspections, and trainings. This encompasses staff travel to satellite offices and headquarters for coordination and training, board members attending board meetings and conferences, inspectors conducting inspections, and investigators traveling across the state to carry out investigative work.

2. How does in-state travel support the program's mission, strategic goals, or statutory requirements.

In-state travel is essential to fulfilling the Division's mission of consumer protection and public safety by ensuring consistent oversight, enforcement, and stakeholder engagement across Idaho. Travel allows staff, inspectors, and investigators to be present at satellite offices, conduct inspections, carry out investigations, and participate in board meetings. Board meetings are particularly critical, as they are where decisions are made in accordance with statutory obligations and professional standards. Inspectors and investigator travel ensures timely inspections, effective enforcement actions, and regulatory compliance, preventing delays that could affect public safety or licensee operations. Travel to headquarters fosters training, collaboration, and policy alignment, while participation in conferences and trainings enhances professional expertise and supports consistency statewide. Collectively, these efforts maintain strong communication with stakeholders, promote accountability, and ensure the Division upholds its statutory responsibilities and strategic goals.

3. Are there changes to the program's anticipated in-state travel budget for fiscal year 2027? If so, please explain.

The Bureau's anticipated in-state travel budget for fiscal year 2027 remains consistent with prior years. No significant changes are expected at this time, as the travel needs of staff and board members are ongoing and necessary to fulfill statutory responsibilities.

B. Out-of-State Travel (\$47,900)

1. What are the primary reasons for the program's out-of-state travel?

The Health Professions Bureau's out-of-state travel is primarily driven by the need for staff and board members to participate in national training, conferences, and professional meetings. These events provide opportunities to collaborate with other states, stay current on best practices, and remain informed on emerging trends in health professions regulation.

2. How does out-of-state travel support the program's mission, strategic goals, or statutory requirements?

Out-of-state travel directly supports the Bureau's goals by enhancing the knowledge and expertise of staff and board members. Participation in national conferences and trainings strengthens Idaho's ability to make informed regulatory decisions, adopt effective practices, and proactively address new issues impacting health professions. This collaboration with other states helps ensure consistency, innovation, and accountability in fulfilling statutory and public safety responsibilities.

3. Are there changes to the program's anticipated out-of-state travel budget for fiscal year 2027? If so, please explain.

The Bureau's anticipated out-of-state travel budget for fiscal year 2027 to be consistent with prior years. No significant changes are anticipated at this time, as these travel activities remain essential for maintaining Idaho's connection to national resources, expertise, and best practices.

Occupational Licenses Travel

A. In-State Travel (\$60,800)

1. What are the primary reasons for the program's in-state travel?

The Occupational Licenses Bureau's in-state travel is driven by the need to provide consistent support, oversight, and regulatory enforcement across Idaho. Primary drivers include board meetings, conferences, investigations, inspections, and trainings. This encompasses staff travel to satellite offices and headquarters for coordination and training, board members attending board meetings and conferences, inspectors conducting inspections of licensed professionals and regulated activities, and investigators traveling across the state to carry out investigative work.

2. How does in-state travel support the program's mission, strategic goals, or statutory requirements.

In-state travel is essential to fulfilling the Division's mission of consumer protection and public safety by ensuring consistent oversight, enforcement, and stakeholder engagement across Idaho. Travel allows staff, inspectors, and investigators to be present at satellite offices, conduct inspections, carry out investigations, and participate in board meetings. Board meetings are particularly critical, as they are where decisions are made in accordance with statutory obligations and professional standards. Inspectors and investigator travel ensures timely inspections, effective enforcement actions, and regulatory compliance, preventing delays that could affect public safety or licensee operations. Travel to headquarters fosters training, collaboration, and policy alignment, while participation in conferences and trainings enhances professional expertise and supports consistency statewide. Collectively, these efforts maintain strong communication with stakeholders, promote accountability, and ensure the Division upholds its statutory responsibilities and strategic goals.

3. Are there changes to the program's anticipated in-state travel budget for fiscal year 2027? If so, please explain.

The Bureau's anticipated in-state travel budget for fiscal year 2027 remains consistent with prior years. No significant changes are expected at this time, as the travel needs of staff and board members are ongoing and necessary to fulfill statutory responsibilities.

B. Out-of-State Travel (\$39,200)

1. What are the primary reasons for the program's out-of-state travel?

The Occupational Licenses Bureau's out-of-state travel is primarily driven by the need for staff and board members to participate in national trainings, conferences, and professional meetings. These events provide opportunities to collaborate with other states, stay current on best practices, and remain informed on emerging trends in occupational licensing regulation.

2. How does out-of-state travel support the program's mission, strategic goals, or statutory requirements?

Out-of-state travel directly supports the Bureau's goals by enhancing the knowledge and expertise of staff and board members. Participation in national conferences and trainings strengthens Idaho's ability to make informed regulatory decisions, adopt effective practices, and proactively address new issues impacting occupational licensing. This collaboration with other states helps ensure consistency, innovation, and accountability in fulfilling statutory and public safety responsibilities.

3. Are there changes to the program's anticipated out-of-state travel budget for fiscal year 2027? If so, please explain.

The Bureau's anticipated out-of-state travel budget for fiscal year 2027 is consistent with prior years. No significant changes are anticipated at this time, as these travel activities remain essential.

Part I – Agency Profile

Agency Overview

A major state government reorganization in 1974 resulted in the creation of the Department of Self-Governing Agencies, which incorporates professional and occupational licensing boards. In the 2020 Idaho Legislative Session, HB 318 was signed into law codifying two substantial changes:

- Creation of a new Division of Occupational and Professional Licenses from the former Bureau of Occupational Licensing.
- Providing the Governor authority to reorganize programs and boards within the Department of Self-Governing Agencies as needed to create an orderly arrangement in the administration of government.

Pursuant to title 67-2601(2)(h), Idaho Code, the Division of Occupational and Professional Licenses exists within the Department of Self-Governing Agencies. On June 3, 2020, Governor Little issued Executive Order 2020-10 reorganizing 11 agencies into one. The 48 Boards and Commissions were organized into the following three bureaus, and the fourth bureau contains administrative functions that are common across the other three bureaus that have been consolidated for efficiencies and consistency:

1. Building, Construction, and Real Estate;
2. Occupational Licenses;
3. Health Professions; and
4. Administration

Executive Order 2020-10 tasked the Division administrator to establish a plan to coordinate the move of boards assigned to DOPL to a central office location so that Idahoans may access a one-stop shop for state licenses. In addition, Executive Order 2020-10 tasked the Division administrator to establish a plan to seek efficiencies from the combined organization including, but not limited to, the consolidation of information technology systems across boards where practicable. In the 2021 Idaho Legislative Session, the restructuring of 11 agencies encompassing 48 boards and commissions into DOPL was enshrined into Idaho Code with the signature of three regulatory framework bills:

- SB 1024 – Vesting the division hiring authority in the division administrator
- SB 1026 – Changing the statute references of previous self-governing agencies to their new name, the Division of Occupational and Professional Licenses
- SB 1056 – Detailing the duties of the Division administrator and transitioning all boards and commissions to the 'Occupational Licenses Fund'

In the 2022 Idaho Legislative Session, the legislature consolidated the Architects and Landscape Architects professions into one board through SB 1232 and created the new Board of Naturopathic Health Care to regulate and license naturopathic doctors in SB 1330a. In the 2024 Idaho Legislative Session, the legislature consolidated the Idaho Board of Nursing and the Idaho Midwifery Board into one board through HB 437 and consolidated the four (4) advisory boards under the Board of Medicine into one Allied Health Board through HB 436. The four (4) boards that now make up the Allied Health Board are the Respiratory Therapy Licensure Board, Naturopathic Medical Board, Board of Athletic Trainers, and the Dietetic Licensure Board. In the 2025 Idaho Legislative Session, the legislature further consolidated boards by combining the Board of Examiners of Nursing Home Administrators and the Board of Examiners of Residential Care Facility Administrators into the new Long-Term Care Board through HB 28. As of July 1, 2025, the Division serves forty-four (44) boards and commissions and 3 major safety programs and 8 advisory committees with a leadership staff that consists of the Division administrator, five bureau chiefs, and chief legal counsel. The Division has reorganized the entire structure to allow for efficient service to regulatory Boards, licensees, applicants, and the public. The Division is subject to economic changes, population trends, and other factors that directly affect the number of new applicants, permits, plan reviews, the number of licenses renewed annually, and the number of complaints. These, in turn, impact each board's revenues and expenses.

The Division's operations depend almost exclusively on dedicated funds generated from fees for applications, original licenses/registrations, renewals, permits, plan reviews, examinations, and disciplinary fines. The Damage Prevention Program generates fees based on One-Call activity, receives federal funds through the U.S. Department of Transportation, and assesses penalties for the damage of underground utilities. The Industrial Safety and Logging Safety programs bill the Idaho Industrial Commission for the authorized appropriation associated with the operation of these programs. In addition, federal funding is received from the U.S. Department of Housing and Urban Development (HUD) which is utilized to help defray the costs of the Division serving as the State Administrative Agency for the HUD Manufactured Housing Program.

Core Functions/Idaho Code

The Division of Occupational and Professional Licenses is a self-governing agency pursuant to [Idaho Code § 67-2601\(2\)\(h\)](#). The Division umbrella provides the administrative, fiscal, legal, and investigative services for each of the boards and commissions, forty-four (44) as of July 1, 2025. While each profession, occupation, and trade is different, all Boards have the same charge: consumer protection. They do this by ensuring that those entering the practice meet minimum standards of competency before issuing a license and responding to complaints from the public. Each Board operates independently under its own laws and rules and operates in alignment with the Division structure and operations. This arrangement allows Boards to maintain an office and to provide services to the public and licensees at a greatly reduced cost for applicants and licensees.

In Fiscal Year 2025, the following boards and commissions made up three bureaus within the Division:

1. Board of Accountancy
2. Idaho State Board of Acupuncture
3. Board of Architects and Landscape Architects
4. Athletic Commission
5. Barber and Cosmetology Services Licensing Board
6. Building Code Board
7. Board of Chiropractic Physicians
8. Contractors Board
9. Licensing Board of Professional Counselors and Marriage and Family Therapists
10. Damage Prevention Board
11. Board of Dentistry
12. Board of Dentistry
13. Driving Businesses Licensure Board
14. Factory Built Structures Board
15. Electrical Board
16. HVAC Board
17. Professional Engineers and Professional Land Surveyors Board
18. Genetic Counselors Licensing Board
19. Board of Registration for Professional Geologists
20. Liquefied Petroleum Gas Safety Board
21. Board of Massage Therapy
22. Board of Veterinary Medicine
23. Board of Drinking Water and Wastewater Professionals
24. Board of Medicine
25. Physician Assistant Advisory Committee
26. Allied Health Board
 - a. Respiratory Therapy Licensure Board
 - b. Naturopathic Medical Board
 - c. Board of Athletic Trainers
 - d. Dietetic Licensure Board
27. Board of Morticians
28. Board of Naturopathic Health Care
29. Board of Nursing
 - a. Board of Midwifery
30. Board of Examiners of Nursing Home Administrators
31. Occupational Therapy Licensure Board
32. Board of Optometry
33. Outfitters and Guides Licensing Board
34. Board of Pharmacy
35. Board of Physical Therapists
36. Plumbing Board
37. Board of Podiatry
38. Board of Psychologist Examiners
39. Public Works Contractors Licensing Board
40. Real Estate Appraiser Board
41. Real Estate Commission
42. Board of Examiners of Residential Care Facility Administrators
43. Board of Social Work Examiners
44. Shorthand Reporters Board
45. Speech, Hearing & Communication Services Licensure Board

Revenue and Expenditures

Revenue	FY 2022	FY 2023	FY 2024	FY 2025
Dedicated State Regulatory Fund	\$34,500,800	\$33,567,400	\$38,089,001	\$37,317,817
Federal Grant Fund	\$181,700	\$111,500	\$134,862	\$125,690
General Fund	\$0	\$0	\$0	\$0
Logging/Industrial Safety Misc. Rev Fund	\$1,284,300	\$1,123,500	\$854,852	\$955,550
Total	\$35,966,800	\$34,802,400	\$39,078,715	\$38,399,057
Expenditures	FY 2022	FY 2023	FY 2024	FY 2025
Personnel Costs	\$19,323,100	\$20,827,700	\$22,031,246	\$22,939,036
Operating Expenditures	\$14,640,300	\$8,166,400	\$7,343,997	\$14,783,324
Capital Outlay	\$218,200	\$1,001,200	\$793,252	\$1,163,285
Trustee/Benefit Payments	\$8,400	\$0	\$0	\$28,416
Total	\$34,190,000	\$29,995,300	\$30,168,495	\$38,914,061

Profile of Cases Managed and/or Key Services Provided

Cases Managed and/or Key Services Provided	FY 2022	FY 2023	FY 2024	FY 2025
Active Licensees on June 30	231,201	236,953	248,735	255,119
Applications Received	59,220	42,600	41,109	41,100
New Licenses Issued	46,646	39,658	40,157	40,814
License Renewals Issued	114,470	138,899	118,002	129,864
Board Meetings Held	223	269	249	224
Disciplinary Actions ¹	1,156	1,135	383	344
Facility Inspections ²	14,069	14,067	15,984	14,579
Building Permits Issued ³	73,933	66,639	65,871	65,933
Building Permits Inspections Completed ³	158,657	145,875	141,401	134,897
Building Plan Reviews Completed ⁴	2,107	1,216	1,216	1,234
Damage Prevention Education Participants	1,140	1,546	763	1,570
Manufactured Housing HUD Labels Issued	2,874	318	291	2,271
Controlled Substance Prescriptions Reported	2,994,666	3,105,173	3,203,985	3,395,810
Patient Profiles Provided	957	2,050	2,996	2,657
PDMP 24/7 Online Request	107,210,493	131,802,861	155,455,964	181,285,080
Pre-Litigation Screening Panels	90	80	93	127
Real Estate Office Audits Completed	590	430	477	275

1. FY22 reporting expanded to include trade permit discipline and Notice of Violations

2. Regular facility inspections of pharmacies, drug outlets, barber/cosmetology, dental sedation, public buildings, logging operations, elevators, crematories, and liquified petroleum gas storage facilities.

3. Building, modular, manufactured housing, electrical, plumbing, & HVAC permits and permit inspections.

4. Building and modular plan reviews inclusive of mechanical, electrical, plumbing and Manual S, J & D design reviews where applicable.

5. Administrative Hearings held by the Office of Administrative hearings. No longer reportable after FY23.

Licensing Freedom Act

Agencies who participate in licensure must report on the number of applicants denied licensure or license renewal and the number of disciplinary actions taken against license holders.

	FY 2022	FY 2023	FY 2024	FY 2025
BOARD OF ACCOUNTANCY				
Total Number of Licenses	2949	3,343	3,240	2,863
Number of New Applicants Denied Licensure	0	0	0	1
Number of Applicants Refused Renewal of a License	0	0	0	0
Number of Complaints Against Licensees	6	13	25	27
Number of Final Disciplinary Actions Against Licensees	0	0	2	0
IDAHO BOARD OF ACUPUNCTURE				
Total Number of Licenses	222	219	225	225
Number of New Applicants Denied Licensure	0	0	0	0
Number of Applicants Refused Renewal of a License	0	0	0	0
Number of Complaints Against Licensees	0	4	1	2
Number of Final Disciplinary Actions Against Licensees	0	1	0	0
ALLIED HEALTH ADVISORY BOARD				
Total Number of Licenses	2,605	2,560	2,744	2,596
Number of New Applicants Denied Licensure	0	0	0	0
Number of Applicants Refused Renewal of a License	0	0	0	0
Number of Complaints Against Licensees	16	5	1	14
Number of Final Disciplinary Actions Against Licensees	1	0	0	0
IDAHO BOARD OF ARCHITECTS & LANDSCAPE ARCHITECTS¹				
Total Number of Licenses	2,536	2,598	2,681	2,785
Number of New Applicants Denied Licensure	0	0	0	0
Number of Applicants Refused Renewal of a License	0	0	0	0
Number of Complaints Against Licensees	6	7	6	18
Number of Final Disciplinary Actions Against Licensees	0	1	0	0
IDAHO ATHLETIC COMMISSION				
Total Number of Licenses	118	196	305	386
Number of New Applicants Denied Licensure	0	0	0	0
Number of Applicants Refused Renewal of a License	0	0	0	0
Number of Complaints Against Licensees	1	0	0	0
Number of Final Disciplinary Actions Against Licensees	1	0	0	2
IDAHO BARBER AND COSMETOLOGY SERVICES LICENSING BOARD				
Total Number of Licenses	27,441	28,537	29,646	30,465
Number of New Applicants Denied Licensure	0	1	5	2
Number of Applicants Refused Renewal of a License	0	0	0	0
Number of Complaints Against Licensees	353	279	191	126
Number of Final Disciplinary Actions Against Licensees	249	233	95	58

	FY 2022	FY 2023	FY 2024	FY 2025
IDAHO BOARD OF CHIROPRACTIC PHYSICIANS				
Total Number of Licenses	915	905	896	855
Number of New Applicants Denied Licensure	3	2	1	0
Number of Applicants Refused Renewal of a License	0	0	0	0
Number of Complaints Against Licensees	5	23	17	25
Number of Final Disciplinary Actions Against Licensees	2	1	6	0
IDAHO CONTRACTORS BOARD				
Total Number of Licenses	20,788	21,775	22,773	20,597
Number of New Applicants Denied Licensure	0	0	0	1
Number of Applicants Refused Renewal of a License	0	0	0	0
Number of Complaints Against Licensees	206	217	419	485
Number of Final Disciplinary Actions Against Licensees	68	89	1	15
IDAHO LICENSING BOARD OF PROFESSIONAL COUNSELORS AND MARRIAGE AND FAMILY THERAPISTS				
Total Number of Licenses	3,208	3,544	4,285	4,986
Number of New Applicants Denied Licensure	2	0	1	9
Number of Applicants Refused Renewal of a License	0	0	0	0
Number of Complaints Against Licensees	22	81	78	116
Number of Final Disciplinary Actions Against Licensees	7	17	16	15
BOARD OF DENTISTRY				
Total Number of Licenses	4,099	3,281	4,171	4,290
Number of New Applicants Denied Licensure	0	1	1	0
Number of Applicants Refused Renewal of a License	0	0	0	0
Number of Complaints Against Licensees	9	17	24	85
Number of Final Disciplinary Actions Against Licensees	0	1	0	1
IDAHO BOARD OF DENTURITY				
Total Number of Licenses	32	25	28	28
Number of New Applicants Denied Licensure	0	0	0	0
Number of Applicants Refused Renewal of a License	0	0	0	0
Number of Complaints Against Licensees	0	0	0	1
Number of Final Disciplinary Actions Against Licensees	0	0	0	0
STATE DRIVING BUSINESSES LICENSURE BOARD				
Total Number of Licenses	201	221	253	242
Number of New Applicants Denied Licensure	0	0	0	0
Number of Applicants Refused Renewal of a License	0	0	0	0
Number of Complaints Against Licensees	1	0	4	2
Number of Final Disciplinary Actions Against Licensees	2	0	0	0
ELECTRICAL BOARD				
Total Number of Licenses	18,658	12,413	17,230	19,173
Number of New Applicants Denied Licensure	0	0	0	1
Number of Applicants Refused Renewal of a License	0	0	0	0
Number of Complaints Against Licensees	211	95	66	47
Number of Final Disciplinary Actions Against Licensees	183	75	64	16

	FY 2022	FY 2023	FY 2024	FY 2025
BOARD OF PROFESSIONAL ENGINEERS AND LAND SURVEYORS				
Total Number of Licenses	12,165	13,505	14,739	17,794
Number of New Applicants Denied Licensure	5	2	11	1
Number of Applicants Refused Renewal of a License	0	0	0	0
Number of Complaints Against Licensees	13	6	42	72
Number of Final Disciplinary Actions Against Licensees	7	1	0	1
FACTORY BUILT STRUCTURES BOARD				
Total Number of Licenses	104	106	114	122
Number of New Applicants Denied Licensure	0	0	0	0
Number of Applicants Refused Renewal of a License	0	0	0	0
Number of Complaints Against Licensees	1	0	0	4
Number of Final Disciplinary Actions Against Licensees	0	0	0	0
GENETIC COUNSELORS LICENSING BOARD				
Total Number of Licenses	344	368	332	345
Number of New Applicants Denied Licensure	0	0	0	0
Number of Applicants Refused Renewal of a License	0	0	0	0
Number of Complaints Against Licensees	0	0	0	0
Number of Final Disciplinary Actions Against Licensees	0	0	0	0
IDAHO BOARD OF REGISTRATION FOR PROFESSIONAL GEOLOGISTS				
Total Number of Licenses	514	511	573	562
Number of New Applicants Denied Licensure	0	0	0	0
Number of Applicants Refused Renewal of a License	0	0	0	0
Number of Complaints Against Licensees	0	0	0	0
Number of Final Disciplinary Actions Against Licensees	0	0	0	0
HVAC BOARD				
Total Number of Licenses	9,039	8,846	7,093	6,991
Number of New Applicants Denied Licensure	0	0	0	0
Number of Applicants Refused Renewal of a License	0	0	0	0
Number of Complaints Against Licensees	436	51	39	53
Number of Final Disciplinary Actions Against Licensees	424	32	36	3
IDAHO LIQUEFIED PETROLEUM GAS SAFETY BOARD				
Total Number of Licenses	447	461	485	499
Number of New Applicants Denied Licensure	0	0	0	0
Number of Applicants Refused Renewal of a License	0	0	0	0
Number of Complaints Against Licensees	7	60	4	7
Number of Final Disciplinary Actions Against Licensees	0	11	0	0
IDAHO BOARD OF MASSAGE THERAPY				
Total Number of Licenses	2,538	2,605	2,729	3,097
Number of New Applicants Denied Licensure	0	0	0	3
Number of Applicants Refused Renewal of a License	0	0	0	0
Number of Complaints Against Licensees	9	31	20	15
Number of Final Disciplinary Actions Against Licensees	4	8	7	1

	FY 2022	FY 2023	FY 2024	FY 2025
BOARD OF MEDICINE				
Total Number of Licenses	10,288	10,503	13,621	13,080
Number of New Applicants Denied Licensure	0	0	0	0
Number of Applicants Refused Renewal of a License	0	0	0	0
Number of Complaints Against Licensees	336	234	178	285
Number of Final Disciplinary Actions Against Licensees	10	4	7	17
IDAHO BOARD OF MORTICIANS				
Total Number of Licenses	372	367	463	452
Number of New Applicants Denied Licensure	0	0	0	0
Number of Applicants Refused Renewal of a License	0	0	0	0
Number of Complaints Against Licensees	7	16	13	3
Number of Final Disciplinary Actions Against Licensees	6	3	2	5
NATUROPATHIC HEALTH CARE BOARD²				
Total Number of Licenses	-	-	-	92
Number of New Applicants Denied Licensure	-	-	-	0
Number of Applicants Refused Renewal of a License	-	-	-	0
Number of Complaints Against Licensees	-	-	-	0
Number of Final Disciplinary Actions Against Licensees	-	-	-	0
BOARD OF NURSING³				
Total Number of Licenses	35,721	38,776	37,069	41,102
Number of New Applicants Denied Licensure	0	0	1	1
Number of Applicants Refused Renewal of a License	0	0	0	0
Number of Complaints Against Licensees	331	215	146	261
Number of Final Disciplinary Actions Against Licensees	7	4	14	29
IDAHO BOARD OF EXAMINERS OF NURSING HOME ADMINISTRATORS⁴				
Total Number of Licenses	201	202	215	213
Number of New Applicants Denied Licensure	0	0	0	0
Number of Applicants Refused Renewal of a License	0	0	0	0
Number of Complaints Against Licensees	0	3	4	3
Number of Final Disciplinary Actions Against Licensees	0	0	0	1
STATE OCCUPATIONAL THERAPY LICENSURE BOARD				
Total Number of Licenses	1,329	1,336	1,443	1,488
Number of New Applicants Denied Licensure	0	0	0	0
Number of Applicants Refused Renewal of a License	0	0	0	0
Number of Complaints Against Licensees	0	0	3	6
Number of Final Disciplinary Actions Against Licensees	0	0	0	0
IDAHO BOARD OF OPTOMETRY				
Total Number of Licenses	498	525	532	523
Number of New Applicants Denied Licensure	0	0	0	0
Number of Applicants Refused Renewal of a License	0	0	0	0
Number of Complaints Against Licensees	3	0	1	9
Number of Final Disciplinary Actions Against Licensees	0	0	0	0

	FY 2022	FY 2023	FY 2024	FY 2025
OUTFITTERS AND GUIDES LICENSING BOARD				
Total Number of Licenses	3,846	4,482	3,231	3,134
Number of New Applicants Denied Licensure	0	0	0	2
Number of Applicants Refused Renewal of a License	0	0	0	0
Number of Complaints Against Licensees	15	29	62	17
Number of Final Disciplinary Actions Against Licensees	2	5	0	6
BOARD OF PHARMACY				
Total Number of Licenses	24,446	25,776	26,731	28,734
Number of New Applicants Denied Licensure	0	1	0	1
Number of Applicants Refused Renewal of a License	0	0	0	0
Number of Complaints Against Licensees	197	234	282	84
Number of Final Disciplinary Actions Against Licensees	26	11	4	45
PHYSICAL THERAPY LICENSURE BOARD				
Total Number of Licenses	3,891	3,963	4,078	3,786
Number of New Applicants Denied Licensure	0	0	0	0
Number of Applicants Refused Renewal of a License	0	0	0	0
Number of Complaints Against Licensees	4	2	14	16
Number of Final Disciplinary Actions Against Licensees	0	1	1	5
PLUMBING BOARD				
Total Number of Licenses	8,190	8,670	9,174	8,970
Number of New Applicants Denied Licensure	0	0	0	0
Number of Applicants Refused Renewal of a License	0	0	0	0
Number of Complaints Against Licensees	150	102	73	81
Number of Final Disciplinary Actions Against Licensees	135	78	72	14
IDAHO BOARD OF PODIATRY				
Total Number of Licenses	91	92	91	100
Number of New Applicants Denied Licensure	0	0	0	0
Number of Applicants Refused Renewal of a License	0	0	0	0
Number of Complaints Against Licensees	4	0	1	6
Number of Final Disciplinary Actions Against Licensees	1	0	0	1
IDAHO BOARD OF PSYCHOLOGIST EXAMINERS				
Total Number of Licenses	655	566	653	711
Number of New Applicants Denied Licensure	0	1	0	0
Number of Applicants Refused Renewal of a License	0	0	0	0
Number of Complaints Against Licensees	5	4	3	21
Number of Final Disciplinary Actions Against Licensees	0	0	0	0
PUBLIC WORKS CONTRACTORS LICENSE BOARD				
Total Number of Licenses	3,467	3,641	3,375	3,194
Number of New Applicants Denied Licensure	0	0	0	1
Number of Applicants Refused Renewal of a License	0	0	0	0
Number of Complaints Against Licensees	3	0	2	8
Number of Final Disciplinary Actions Against Licensees	0	0	2	0

	FY 2022	FY 2023	FY 2024	FY 2025
IDAHO BOARD OF EXAMINERS OF RESIDENTIAL CARE FACILITY ADMINISTRATORS⁴				
Total Number of Licenses	460	449	449	450
Number of New Applicants Denied Licensure	2	1	0	0
Number of Applicants Refused Renewal of a License	0	0	0	0
Number of Complaints Against Licensees	2	6	5	9
Number of Final Disciplinary Actions Against Licensees	4	2	2	0
IDAHO REAL ESTATE APPRAISER BOARD				
Total Number of Licenses	909	922	1,051	1,018
Number of New Applicants Denied Licensure	0	0	1	1
Number of Applicants Refused Renewal of a License	0	0	0	0
Number of Complaints Against Licensees	13	11	6	15
Number of Final Disciplinary Actions Against Licensees	2	4	0	1
IDAHO REAL ESTATE COMMISSION				
Total Number of Licenses	18,411	18,151	18,118	14,996
Number of New Applicants Denied Licensure	5	2	0	0
Number of Applicants Refused Renewal of a License	0	0	0	0
Number of Complaints Against Licensees	387	796	129	143
Number of Final Disciplinary Actions Against Licensees	329	537	25	9
IDAHO CERTIFIED SHORTHAND REPORTERS BOARD				
Total Number of Licenses	165	176	177	183
Number of New Applicants Denied Licensure	0	0	0	0
Number of Applicants Refused Renewal of a License	0	0	0	0
Number of Complaints Against Licensees	0	0	0	0
Number of Final Disciplinary Actions Against Licensees	0	0	0	0
SOCIAL WORKERS				
Total Number of Licenses	4,696	4,914	5,347	5,854
Number of New Applicants Denied Licensure	2	0	4	4
Number of Applicants Refused Renewal of a License	0	0	0	0
Number of Complaints Against Licensees	36	68	89	99
Number of Final Disciplinary Actions Against Licensees	10	13	21	13
SPEECH, HEARING & COMMUNICATION SERVICES LICENSURE BOARD				
Total Number of Licenses	2,142	2,039	2,343	2,471
Number of New Applicants Denied Licensure	0	0	0	0
Number of Applicants Refused Renewal of a License	0	0	0	0
Number of Complaints Against Licensees	7	6	5	9
Number of Final Disciplinary Actions Against Licensees	0	0	2	0
BOARD OF VETERINARY MEDICINE				
Total Number of Licenses	1,743	1,595	1,922	1,590
Number of New Applicants Denied Licensure	0	0	0	0
Number of Applicants Refused Renewal of a License	0	0	0	0
Number of Complaints Against Licensees	14	11	17	53
Number of Final Disciplinary Actions Against Licensees	1	0	1	0

	FY 2022	FY 2023	FY 2024	FY 2025
WATER AND WASTEWATER PROFESSIONALS				
Total Number of Licenses	3,613	3,704	4,025	4,077
Number of New Applicants Denied Licensure	0	0	1	0
Number of Applicants Refused Renewal of a License	0	0	0	0
Number of Complaints Against Licensees	3	5	4	2
Number of Final Disciplinary Actions Against Licensees	3	0	0	0

1. FY23 combined Architects and Landscape Architects

2. FY25 Naturopathic Health Care Board began processing licensure applications

3. FY25 merged Midwifery into Nursing

4. FY26 combined Examiners of Residential Care Facility Administrators and Examiners of Nursing Home Administrators

Part II – Performance Measures

Performance Measure		FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
1. Annually perform inspections for 100% of trade installation code compliance, elevator, drug outlets, infection control, barbers and cosmetology, and mortician inspections.	actual	80%	80%	80%	80%	
	target	100%	100%	100%	100%	
2. By June 2027, 90% of board and commission investigations resolved within 120 days	actual	55%	60%	40%	52.03%	
	target	-	-	60%	70%	
3. By July 2027, 90% of applications processed within 5 business days	actual	-	-	50%	56.42%	
	target	-	-	90%	90%	
4. By June 2026, 90% of Military and Military Spouse Applications processed within 24 hours	actual	-	-	-	28.81%	
	target	-	-	-	45%	
5. By June 2029, 100% of boards within 30% - 150% of 5-year expenditures.	actual	-	-	28.57%	30.43%	
	target	-	-	12.5%	30%	
6. By December 2028, 80% Prescription Check Rate in Accordance with Idaho Code § 37-2722.	actual	40.03%	65.35%	67.77%	72.68%	
	target	-	-	-	72.5%	

Goal 3 was new in FY 2023 and did not have measurable data at that time.

Goal 4 is new in FY 2025 and does not have measurable historical data.

For More Information Contact

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Director Attestation for Performance Report

In accordance with *Idaho Code* 67-1904, I certify the data provided in the Performance Report has been internally assessed for accuracy, and, to the best of my knowledge, is deemed to be accurate.

Department: Division of Occupational and Professional Licenses

A handwritten signature in blue ink that reads "Russell S. Barton". The signature is written in a cursive style and is positioned above a horizontal line.

Director's Signature

August 28, 2025

Date

Please return to:

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Boise, Idaho 83720-0032

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