



Agenda Item 5.0

Report of the Administrative Committee

BRN Board Meeting | November 20-21, 2024

Administrative Committee
November 20-21, 2024
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Agenda Item 5.1

Executive Officer Report

BRN Board Meeting | November 20-21, 2024

BOARD OF REGISTERED NURSING
Agenda Item Summary

AGENDA ITEM: 5.1
DATE: November 20-21, 2024

ACTION REQUESTED: Executive Officer Report

REQUESTED BY: Board

BACKGROUND: Loretta Melby, Executive Officer (EO), will provide information related to education and outreach events including, but not limited to, conferences attended, stakeholder meetings, and social media updates. All other EO updates are provided as follows:

Report of the Administrative Committee:

- Strategic Plan: update on goals – Agenda item 5.2
- Budget update and personnel – Agenda item 5.3
- Regulations update – Agenda item 7.2

Report of the ELC:

- Licensing information including current population, Applications received, Licenses issued, Processing times - Agenda item 8.8
- Examination information including pass/fail rates – Agenda item 8.7

Report of the EIIC:

- Enforcement and Investigations information including numbers of complaints received and pending, case aging, case disposition, and probation – Day 2 Agenda item 4.2

Report of the Legislative Committee:

- Legislative update – Agenda item 9.0

NEXT STEP:

PERSON TO CONTACT: Loretta Melby
Executive Officer
California Board of Registered Nursing
Loretta.Melby@dca.ca.gov



Agenda Item 5.2

Information Only: 2022-2025 Strategic Plan and Goal Progression

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BOARD OF REGISTERED NURSING
Agenda Item Summary

AGENDA ITEM: 5.2
DATE: November 20-21, 2024

ACTION REQUESTED: Update on the 2022-2025 Strategic Plan and goal progression

REQUESTED BY: Dolores Trujillo, President

BACKGROUND: The Board will receive updates on the progress towards the goals identified in the Strategic Plan for 2022 to 2025.

NEXT STEP:

PERSON TO CONTACT: Loretta Melby
Executive Officer
California Board of Registered Nursing
Loretta.Melby@dca.ca.gov



Strategic Plan 2022-2025 Update to Come

BRN Board Meeting | November 20-21, 2024



Agenda Item 5.3

**Information Only:
Nursing Fund condition
(presentation by DCA Budget Office)**

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BOARD OF REGISTERED NURSING
Agenda Item Summary

AGENDA ITEM: 5.3
DATE: November 20-21, 2024

ACTION REQUESTED: Fund condition report

REQUESTED BY: Board

BACKGROUND: Presentation on the condition of the Board of Registered Nursing Fund

NEXT STEP:

PERSON TO CONTACT: Matthew Yeates
Deputy Chief, Consumer Services and Board Operations Division
California Board of Registered Nursing
Matthew.Yeates@dca.ca.gov

MEMORANDUM

DATE	November 20, 2024
TO	Board of Registered Nursing
FROM	Luke Fitzgerald, Budget Analyst Suzanne Balkis, Budget Manager
SUBJECT	Budget Update

FY 2023-24 (Prior-Year) Expenditure Summary:

The following chart provides a 2023-24 year-end summary of Board expenditures. The Board was appropriated \$66.5 million and spent an estimated \$61.5 million (92.51%), which resulted in savings of \$ \$5.0 million.

FY 2023-24 Expenditures			
Fund	Appropriation	Expenditures	Savings
Board of Registered Nursing	\$66,463,000	\$61,487,538	\$4,975,462

FY 2024-25 (FM 3) Expenditure Projection Detail:

The Board's budget for fiscal year 2024-25 is \$66.8 million. The Board projected expenditure of approximately \$66 million, of which \$26.0 million was expended on personal services costs and \$39.8 million on operating expenses & equipment (OE&E).

- Personal Services \$26,099,491 (39.09%)
- Operating Expenses & Equip \$28,646,218 (42.91%)
- Enforcement (AG, OAH) \$11,197,825 (16.77%)
- Reversion \$823,466 (1.23%)

FY 2024-25 Expenditures			
Fund	Appropriation	Expenditures*	Savings
Board of Registered Nursing	\$66,767,000	\$65,943,534	\$823,466

* Based on FM9 Projections

Department of Consumer Affairs

Expenditure Projection Report

Board of Registered Nursing

Reporting Structure(s): 11113000 Support, 11113010 BRN–Public Health Nurse Waiver

Fiscal Month: 3

Fiscal Year: 2024 - 2025

PERSONAL SERVICES

Fiscal Code	PY Budget	PY FM13	Percent Budget Spent	Budget	Current Month	YTD	Encumbrance	YTD + Encumbrance	Projections to Year End	Balance	Percent Budget Spent
5100 PERMANENT POSITIONS	\$17,051,000	\$15,178,719	22.84%	\$17,081,000	\$1,278,866	\$3,852,577	\$0	\$3,852,577	\$15,911,375	\$1,169,625	23.83%
5100 TEMPORARY POSITIONS	\$135,000	\$862,009	1.30%	\$135,000	\$54,800	\$143,804	\$0	\$143,804	\$654,961	-\$519,961	0.98%
5105-5108 PER DIEM, OVERTIME, &	\$82,000	\$101,988	0.15%	\$82,000	\$3,612	\$16,117	\$0	\$16,117	\$105,399	-\$23,399	0.16%
5150 STAFF BENEFITS	\$10,358,000	\$9,442,691	14.21%	\$10,527,000	\$847,187	\$2,274,306	\$0	\$2,274,306	\$9,427,756	\$1,099,244	14.12%
PERSONAL SERVICES	\$27,626,000	\$25,585,406	38.50%	\$27,825,000	\$2,184,465	\$6,286,804	\$0	\$6,286,804	\$26,099,491	\$1,725,509	39.09%

OPERATING EXPENSES & EQUIPMENT

Fiscal Code	PY Budget	PY FM13	Percent Budget Spent	Budget	Current Month	YTD	Encumbrance	YTD + Encumbrance	Projections to Year End	Balance	Percent Budget Spent
5301 GENERAL EXPENSE	\$952,000	\$938,124	1.41%	\$952,000	\$60,371	\$116,573	\$32,687	\$149,260	\$904,663	\$47,337	1.35%
5302 PRINTING	\$183,000	\$472,392	0.71%	\$183,000	\$2,331	\$3,500	\$285,277	\$288,777	\$292,078	-\$109,078	0.44%
5304 COMMUNICATIONS	\$151,000	\$88,114	0.13%	\$151,000	\$712	\$3,079	\$0	\$3,079	\$92,686	\$58,314	0.14%
5306 POSTAGE	\$81,000	\$75,818	0.11%	\$81,000	\$2,009	\$2,009	\$0	\$2,009	\$75,818	\$5,182	0.11%
5308 INSURANCE	\$0	\$15,729	0.02%	\$0	\$13,890	\$13,890	\$0	\$13,890	\$14,307	-\$14,307	0.02%
53202-204 IN STATE TRAVEL	\$163,000	\$69,118	0.10%	\$163,000	\$3,108	\$5,614	\$0	\$5,614	\$75,000	\$88,000	0.11%
53206-208 OUT OF STATE TRAVEL	\$0	\$0	0.00%	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
5322 TRAINING	\$82,000	\$9,695	0.01%	\$82,000	\$0	\$0	\$0	\$0	\$9,695	\$72,305	0.01%
5324 FACILITIES	\$1,519,000	\$1,661,982	2.50%	\$1,519,000	\$78,715	\$234,808	\$991,127	\$1,225,935	\$1,996,654	-\$477,654	2.99%
53402-53403 C/P SERVICES (INTER)	\$12,087,000	\$11,264,911	16.95%	\$12,087,000	\$1,486,778	\$1,486,778	\$0	\$1,486,778	\$11,608,521	\$478,479	17.39%
Legal - Attorney General	\$9,810,000	\$8,726,201	13.13%	\$9,810,000	\$1,486,778	\$1,486,778	\$0	\$1,486,778	\$8,822,725	\$987,275	13.21%
Office of Adminis Hearings	\$1,977,000	\$2,191,314	3.30%	\$1,977,000	\$0	\$0	\$0	\$0	\$2,375,100	-\$398,100	3.56%
53404-53405 C/P SERVICES (EXTEN)	\$2,930,000	\$3,983,058	5.99%	\$3,205,000	\$385,704	\$536,609	\$2,098,240	\$2,634,850	\$4,160,669	-\$955,669	6.23%
5342 DEPARTMENT PRORATA	\$20,087,000	\$16,764,309	25.22%	\$20,185,000	\$5,046,250	\$10,092,500	\$0	\$10,092,500	\$20,185,000	\$0	30.23%
5342 DEPARTMENTAL SERVICES	\$2,000	\$85,065	0.13%	\$2,000	\$112	\$112	\$0	\$112	\$139,956	-\$137,956	0.21%
5344 CONSOLIDATED DATA CENTR	\$125,000	\$131,894	0.20%	\$125,000	\$0	\$0	\$0	\$0	\$3,957	\$121,043	0.01%
5346 INFORMATION TECHNOLOGY	\$61,000	\$85,335	0.13%	\$61,000	\$10,249	\$11,065	\$51,048	\$62,113	\$122,904	-\$61,904	0.18%
5362-5368 EQUIPMENT	\$50,000	\$221,628	0.33%	\$50,000	\$0	\$0	\$0	\$0	\$127,050	-\$77,050	0.19%
5390 OTHER ITEMS OF EXPENSE	\$364,000	\$20,364	0.03%	\$96,000	\$1,467	\$2,241	\$0	\$2,241	\$20,488	\$75,512	0.03%
54 SPECIAL ITEMS OF EXPENSE	\$0	\$14,597	0.02%	\$0	\$0	\$0	\$0	\$0	\$14,597	-\$14,597	0.02%
OPERATING EXPENSES & EQUIPM	\$38,837,000	\$35,902,132	54.02%	\$38,942,000	\$7,091,696	\$12,508,779	\$3,458,379	\$15,967,158	\$39,844,044	-\$902,044	59.68%
OVERALL TOTALS	\$66,463,000	\$61,487,538	92.51%	\$66,767,000	\$9,276,161	\$18,795,583	\$3,458,379	\$22,253,962	\$65,943,534	\$823,466	98.77%

1.23%

Department of Consumer Affairs

Revenue Projection Report

Reporting Structure(s): 11113000 Support, 11113010 BRN–Public Health Nurse Waiver

Fiscal Month: 3

Fiscal Year: 2024 - 2025

Revenue

Fiscal Code	Budget	July	August	September	Year to Date	Projection To Year End	Revenue Percentage
Delinquent Fees	\$1,083,000	\$66,198	\$54,745	\$65,228	\$186,170	\$819,003	1.03%
Other Regulatory Fees	\$469,000	\$43,296	\$44,835	\$37,500	\$125,631	\$496,066	0.63%
Other Regulatory License and Permits	\$31,482,000	\$1,778,690	\$1,899,297	\$1,630,038	\$5,308,024	\$23,094,451	29.12%
Other Revenue	\$700,000	\$3,147	\$829,818	\$4,960	\$837,925	\$2,170,007	2.74%
Renewal Fees	\$51,867,000	\$6,476,156	\$7,304,974	\$7,954,815	\$21,735,945	\$52,724,390	66.48%
Revenue	\$85,601,000	\$8,367,486	\$10,133,669	\$9,692,540	\$28,193,695	\$79,303,917	100.00%

Reimbursements

Fiscal Code	Budget	July	August	September	Year to Date	Projection To Year End	Balance
Scheduled Reimbursements	\$0	\$80,735	\$69,661	\$70,413	\$220,809	\$1,014,000	67.4%
Unscheduled Reimbursements	\$0	\$146,640	\$171,962	\$172,404	\$491,006	\$491,006	32.6%
Reimbursements	\$0	\$227,375	\$241,623	\$242,817	\$711,815	\$1,505,006	100.0%

0761 - Board of Registered Nursing Fund Analysis of Fund Condition

(Dollars in Thousands)

2024 Budget Act With FM 3 Projections

Prepared 11.1.2024

	Actuals 2023-24	CY 2024-25	BY 2025-26	BY +1 2026-27	BY +2 2027-28
BEGINNING BALANCE	\$ 77,062	\$ 27,075	\$ 74,504	\$ 92,635	\$ 105,517
Prior Year Adjustment	\$ 422	\$ -	\$ -	\$ -	\$ -
Adjusted Beginning Balance	\$ 77,484	\$ 27,075	\$ 74,504	\$ 92,635	\$ 105,517
REVENUES, TRANSFERS AND OTHER ADJUSTMENTS					
Revenues					
4121200 - Delinquent fees	\$ 737	\$ 819	\$ 1,083	\$ 1,083	\$ 1,083
4127400 - Renewal fees	\$ 51,382	\$ 52,724	\$ 51,867	\$ 51,867	\$ 51,867
4129200 - Other regulatory fees	\$ 497	\$ 496	\$ 469	\$ 469	\$ 469
4129400 - Other regulatory licenses and permits	\$ 22,581	\$ 23,094	\$ 31,482	\$ 31,482	\$ 31,482
4143500 - Miscellaneous Services to the Public	\$ 8	\$ 9	\$ -	\$ -	\$ -
4150500 - Interest Income from Interfund Loans	\$ -	\$ 827	\$ -	\$ -	\$ -
4163000 - Income from surplus money investments	\$ 1,884	\$ 1,300	\$ 1,442	\$ 1,559	\$ 1,721
4170400 - Capital Asset Sales Proceeds	\$ 5	\$ -	\$ -	\$ -	\$ -
4171100 - Other Revenue Cost Recoveries	\$ 1	\$ 1	\$ -	\$ -	\$ -
4171400 - Escheat of unclaimed checks and warrants	\$ 22	\$ 27	\$ -	\$ -	\$ -
4171500 - Escheat Unclaimed Property	\$ 2	\$ 2	\$ -	\$ -	\$ -
4172500 - Miscellaneous revenues	\$ 6	\$ 5	\$ -	\$ -	\$ -
Totals, Revenues	\$ 77,125	\$ 79,304	\$ 86,343	\$ 86,460	\$ 86,622
Loan Repayment from the General Fund (0001) to the Board of Registered Nursing Fund (0761) per Item 1111-011-0761, Budget Act of 2020	\$ -	\$ 30,000	\$ -	\$ -	\$ -
Loan from the Board of Registered Nursing Fund (0761) to the General Fund (0001) per Control Section 13.40, Budget Act of 2023	\$ -65,000	\$ -	\$ -	\$ -	\$ -
Totals, Transfers and Other Adjustments	\$ -65,000	\$ 30,000	\$ -	\$ -	\$ -
TOTALS, REVENUES, TRANSFERS AND OTHER ADJUSTMENTS	\$ 12,125	\$ 109,304	\$ 86,343	\$ 86,460	\$ 86,622
TOTAL RESOURCES	\$ 89,609	\$ 136,379	\$ 160,847	\$ 179,095	\$ 192,139
Expenditures:					
1111 Department of Consumer Affairs (State Operations)	\$ 58,465	\$ 64,439	\$ 67,754	\$ 69,787	\$ 71,881
9892 Supplemental Pension Payments (State Operations)	\$ 654	\$ 489	\$ -	\$ -	\$ -
9900 Statewide General Administrative Expenditures (Pro Rata) (State)	\$ 3,415	\$ 3,613	\$ 3,791	\$ 3,791	\$ 3,791
Less funding provided by General Fund (State Operations)	\$ -	\$ -6,666	\$ -3,333	\$ -	\$ -
TOTALS, EXPENDITURES AND EXPENDITURE ADJUSTMENTS	\$ 62,534	\$ 61,875	\$ 68,212	\$ 73,578	\$ 75,672
FUND BALANCE					
Reserve for economic uncertainties	\$ 27,075	\$ 74,504	\$ 92,635	\$ 105,517	\$ 116,467
Months in Reserve	5.3	13.1	15.1	16.7	18.0

NOTES:

1. Assumes workload and revenue projections are realized in CY and ongoing.
2. Expenditure growth projected at 3% beginning BY.