

# State Board of Funeral Directors and Embalmers

JLBC: Stephen Brower

OSPB: Derik Leavitt

Subcommittee: Education

DESCRIPTION	FY 2002 ACTUAL	FY 2003 ESTIMATE	FY 2004		FY 2005	
			OSPB	JLBC	OSPB	JLBC
<b>PROGRAM BUDGET</b>						
<b>Board of Funeral Directors and Embalmers</b>	230,200	263,400	277,100	273,500	277,200	273,500
<b>AGENCY TOTAL</b>	<b>230,200</b>	<b>263,400</b>	<b>277,100</b>	<b>273,500</b>	<b>277,200</b>	<b>273,500</b>

## OPERATING BUDGET

<i>Full Time Equivalent Positions</i>	4.0	4.0	4.0	4.0	4.0	4.0
Personal Services	143,100	154,600	169,600	162,100	169,600	162,100
Employee Related Expenditures	24,100	25,600	28,900	27,800	29,000	27,800
Professional and Outside Services	37,600	41,500	43,300	41,500	43,300	41,500
Travel - In State	6,200	9,700	9,700	9,700	9,700	9,700
Other Operating Expenditures	18,700	31,500	25,100	31,900	25,100	31,900
Equipment	500	500	500	500	500	500
<b>AGENCY TOTAL</b>	<b>230,200</b>	<b>263,400</b>	<b>277,100</b>	<b>273,500</b>	<b>277,200</b>	<b>273,500</b>

## FUND SOURCES

### Other Appropriated Funds

Board of Funeral Directors and Embalmers Fund	230,200	263,400	277,100	273,500	277,200	273,500
SUBTOTAL - Other Appropriated Funds	230,200	263,400	277,100	273,500	277,200	273,500
<b>SUBTOTAL - Appropriated Funds</b>	<b>230,200</b>	<b>263,400</b>	<b>277,100</b>	<b>273,500</b>	<b>277,200</b>	<b>273,500</b>
<b>TOTAL - ALL SOURCES</b>	<b>230,200</b>	<b>263,400</b>	<b>277,100</b>	<b>273,500</b>	<b>277,200</b>	<b>273,500</b>

## CHANGE IN FUNDING SUMMARY

	FY 2003 to FY 2004 JLBC		FY 2003 to FY 2005 JLBC		Biennial \$ Change
	\$ Change	% Change	\$ Change	% Change	
Other Appropriated Funds	10,100	3.8%	10,100	3.8%	20,200

**AGENCY DESCRIPTION** — *The board licenses, registers, and regulates embalmers, prearranged funeral salespersons, crematories, and funeral homes. This agency is one of several, housed within the State Boards' Office, contracting with the Department of Administration for administrative services.*

PERFORMANCE MEASURES	FY 2002	FY 2002	FY 2003	FY 2004
	Appropriation	Actual	Appropriation	Recommend.
• Number of licensees (new and existing)	1,250	1,544	1,250	--
• Number of complaints received about licensees	15	15	15	--
• Average calendar days to resolve a complaint	45	90	45	90
• Number of inspections	145	160	145	--
• Average calendar days to renew a license (from receipt of application to issuance)	45	30	45	30
• Administration as a % of total cost	5	5	5	5
• Customer satisfaction rating (Scale 1-8)	6.0	8.0	6.0	7.0

**Comments:** The agency reports that an increase in the amount of defendants requesting rehearings or reviews have increased the average time for complaint resolution and thus, contributed to the higher number of calendar days to resolve a complaint.

## RECOMMENDED CHANGES FROM FY 2003

<b>Standard Changes</b>	<b>OF</b>	<b>FY 2004 \$1,700</b>	<b>FY 2005 \$1,700</b>
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**Salary Increase OF 8,400 8,400**  
The JLBC recommends a State Board of Funeral Directors and Embalmers Fund increase to adjust the salary of the Executive Director. The board approved the increase to bring the Executive Director's salary closer to the average

salary of similar boards. The director's current salary is approximately 27% below the average salary of \$58,220 for director's of comparable agencies.

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**JLBC RECOMMENDED FORMAT** — Lump Sum by Agency

**JLBC RECOMMENDED FOOTNOTES**

*Standard Footnotes*

This appropriation is available for use pursuant to the provisions of A.R.S. § 35-143.01C and is exempt from the provisions of A.R.S. § 35-190, relating to lapsing of appropriations until June 30, 2005.

<b>SUMMARY OF FUNDS</b>	<b>FY 2002 Actual</b>	<b>FY 2003 Estimate</b>
<b>State Board of Funeral Directors and Embalmers (FDA2026/A.R.S. § 32-1308)</b>		<b>Appropriated</b>
<b>Source of Revenue:</b> Monies collected by the board from the examination and licensing of funeral directors and embalmers. The board retains 90% of these monies and deposits 10% in the General Fund.		
<b>Purpose of Fund:</b> To examine, license, investigate, and regulate funeral directors and embalmers, and for board administration.		
<b>Funds Expended</b>	230,200	263,400
<b>Year-End Fund Balance</b>	343,600	433,800

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