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Board of Barber Examiners

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<https://mn.gov/boards/barber-examiners/>

AT A GLANCE

The Board is comprised of five members: four barbers and one public member, all of whom are appointed by the Governor. The Board also has three full-time staff to carry out its responsibilities.

FY 2022 Credentialing Services

1,914	Registered Barbers
748	Barber Shops
179	Student Barbers
35	Barber Instructors
7	Barber Schools
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2,883	Registrations issued and/or renewed

FY 2022 Inspection and Investigation Services

The Board completed 994 Barber shop and barber school visits including: inspections, re-inspections, and/or investigations.

FY 2022 Discipline

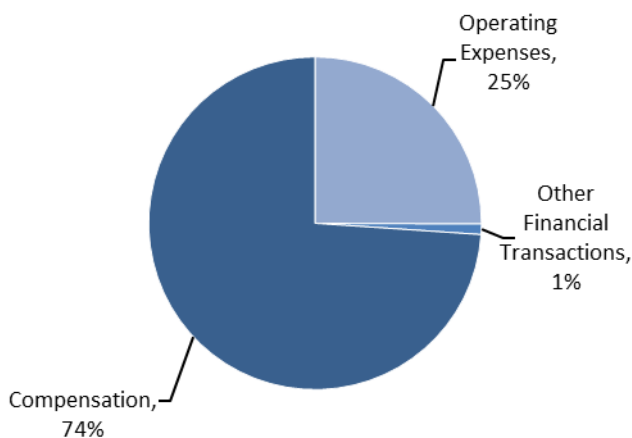
The Board received 45 complaints, opened 25 complaint files, and issued 3 disciplinary orders.

PURPOSE

The Board of Barber Examiners was originally established in 1897 to regulate the practice of barbering. The mission of the Board of Barber Examiners is to promote public health and safety by ensuring that barbers are appropriately trained and demonstrate the skills necessary to conduct barber services in a safe, sanitary environment and use appropriate disinfection procedures to avoid injury and the spread of disease.

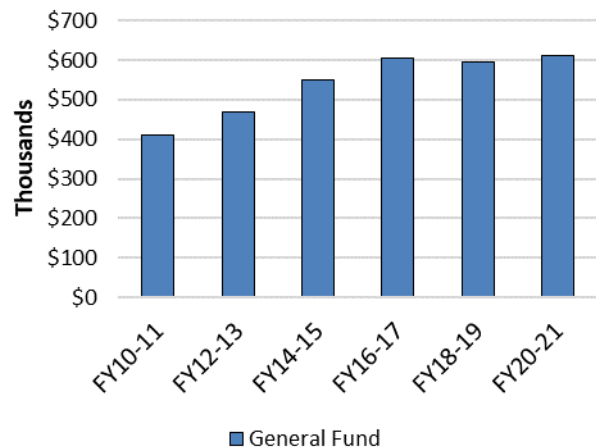
BUDGET

**Spending by Category
FY 2021 Actual**



Source: Budget Planning & Analysis System (BPAS)

Historical Spending



Source: Consolidated Fund Statement

The Board receives a direct appropriation from the general fund for all operating expenses. For the FY22-23 biennium, the Board’s appropriation is \$701,000 for the biennium. All revenue received by the Board is deposited in the general fund as non-dedicated receipts.

STRATEGIES

The Board of Barber Examiners contributes to helping keep people in Minnesota safe by setting standards of practice and infection control standards for barber services. Barbers are required to meet these minimum standards to be registered in Minnesota and are evaluated by examination and/or assessment of their barbering credentials. The infection control standards are in place to reduce the potential of injury or the spread of disease through barbering. Barber shops and schools are inspected regularly to assure that barbers practice the appropriate infection control procedures and provide services in safe environments. The Board is an active participant in the National Association of Barber Boards of America (NABBA). As a NABBA member the Board remains informed about emerging educational, examination, and infection control standards. In addition to setting the standards, assuring appropriate training, and inspecting barber establishments, the Board conducts investigations and disciplines barbers within the jurisdiction granted in Minnesota Statutes and Rules.

The Board provides efficient and accountable government services through courteous and responsive customer interactions. Board staff respond to applications as they are received, and completed applications are promptly processed. It is an expectation that phone calls and e-mail inquiries be answered or promptly returned. Board staff are available to provide information and assistance in person, by phone, or via email.

RESULTS

<i>Type of Measure</i>	<i>Name of Measure</i>	<i>Previous</i>	<i>Current</i>	<i>Dates</i>
Quantity	Total number of barber registrations	2,784	2,883	FY 2019, FY 2022
Quality	Average time from receipt of completed application to certificate issued	2 days	2 days	FY 2019, FY 2022
Results	Number of inspections completed	626	994	FY 2019, FY 2022

Source(s):
Automated Licensing and Disciplinary Management System (ALiMS)

The Board is governed by the following statutes and rules:

- Minnesota Statute Chapter 154 Barbers <https://www.revisor.mn.gov/statutes/?id=154>
- Minnesota Statute Chapter 214 Examining and Licensing Boards <https://www.revisor.mn.gov/statutes/cite/214>
- Minnesota Statute Chapter 13 Government Data Practices <https://www.revisor.mn.gov/statutes/cite/13>
- Minnesota Statute Chapter 14 Administrative Procedure <https://www.revisor.mn.gov/statutes/cite/14>
- Minnesota Statute Chapter 15 State Agencies in General <https://www.revisor.mn.gov/statutes/cite/15>
- Minnesota Administrative Rules Chapter 2100 Barber Examiners Board <https://www.revisor.mn.gov/rules/2100/>

(Dollars in Thousands)

	Actual FY20	Actual FY21	Actual FY22	Estimate FY23	Forecast Base FY24 FY25		Governor's Recommendation FY24 FY25	
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Expenditures by Fund

1000 - General	284	328	304	397	353	353	442	452
Total	284	328	304	397	353	353	442	452
Biennial Change				88		5		193
Biennial % Change				14		1		28
Governor's Change from Base								188
Governor's % Change from Base								27

Expenditures by Program

Barbers	284	328	304	397	353	353	442	452
Total	284	328	304	397	353	353	442	452

Expenditures by Category

Compensation	227	243	231	251	200	203	227	240
Operating Expenses	58	82	73	146	153	150	215	212
Other Financial Transaction		3						
Total	284	328	304	397	353	353	442	452

Full-Time Equivalent

	2.84	2.76	2.95	3.00	2.00	2.00	3.00	3.00
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(Dollars in Thousands)

	Actual FY20	Actual FY21	Actual FY22	Estimate FY23	Forecast Base FY24 FY25		Governor's Recommendation FY24 FY25	
1000 - General								
Balance Forward In		63		44				
Direct Appropriation	343	343	348	353	353	353	442	452
Cancellations		77						
Balance Forward Out	59		44					
Expenditures	284	328	304	397	353	353	442	452
Biennial Change in Expenditures				88		5		193
Biennial % Change in Expenditures				14		1		28
Governor's Change from Base								188
Governor's % Change from Base								27
Full-Time Equivalents	2.84	2.76	2.95	3.00	2.00	2.00	3.00	3.00

(Dollars in Thousands)

	FY23	FY24	FY25	Biennium 2024-25
Direct				
Fund: 1000 - General				
FY2023 Appropriations	353	353	353	706
Forecast Base	353	353	353	706
Change Items				
Maintain Current Service Levels		89	99	188
Total Governor's Recommendations	353	442	452	894
 Revenue Change Summary				
Non-Dedicated				
Fund: 1000 - General				
Forecast Revenues	288	288	288	576
Total Governor's Recommendations	288	288	288	576

Board of Barber Examiners

FY 2024-25 Biennial Budget Change Item

Change Item Title: Maintain Current Service Levels

Fiscal Impact (\$000s)	FY 2024	FY 2025	FY 2026	FY 2027
General Fund				
Expenditures	89	99	99	99
Revenues	0	0	0	0
Other Funds				
Expenditures	0	0	0	0
Revenues	0	0	0	0
Net Fiscal Impact = (Expenditures – Revenues)	89	99	99	99
FTEs	1	1	1	1

Recommendation:

The Governor recommends additional funding of \$89,000 in FY 2024 and \$99,000 in each subsequent year from the general fund to maintain the current level of service delivery at the Board of Barber Examiners (“Board”).

Rationale/Background:

Each year, the cost of doing business rises—employer-paid health care contributions, FICA and Medicare, along with other salary and compensation-related costs increase. Other operating costs, like rent and lease, fuel and utilities, and IT and legal services also grow. This cost growth puts pressure on agency operating budgets that remain flat from year to year. Additional funding will offset those increases and allow the Board to maintain 3 FTE and continue our high level of service to licensees and the public while furthering our goal of protecting public health and safety.

Agencies face challenging decisions to manage these costs within existing budgets, while maintaining the services Minnesotans expect. From year to year, agencies find ways to become more efficient with existing resources. For the Board, efficiencies have been implemented to help offset rising operating costs. The Board completes 900+ Barber shop and barber school visits per year including inspections, re-inspections, and investigations with a small full-time staff of only 3 FTEs. However, cost growth typically outstrips efficiencies, and without additional resources added to agency budgets, service delivery erodes.

For the Board, operating cost pressures exist in multiple categories—increases in compensation and insurance costs at the agency, increasing costs to maintain our current staff compliment in a challenging labor market, and increasing IT costs. If an operational increase is not provided, the services the Board delivers to Minnesotans will be impacted. The agency will have to reduce its full-time staff by 1 FTE to meet other costs. The Office Administrative Specialist – Intermediate (OAS-I) position would be eliminated. This position acts as the public facing customer service representative for the Board. The OAS-I is responsible for all telephone, email, and website communications with the public and licensees. They communicate public health information, respond and record complaint calls and explain barber board policy, procedures, laws and rules. If this position is eliminated, communication with licensees and the public would be impacted.

The OAS-I is also responsible for processing the 3,000 applications and all revenues received by the Board each year. Currently the Board is able to process most applications in less than two days. The public and licensees would see increased processing times for application and complaint processing.

Proposal:

The Governor recommends increasing agency operating budgets to support maintaining the delivery of current services. For the Board, this funding will cover increased rent associated with a recent relocation, salaries, administrative services, and IT costs.

Results:

This proposal is intended to allow the Board to continue to provide current levels of service and information to the public.