



## **ARIZONA BOARD OF FINGERPRINTING**

Mail Code 185 • Post Office Box 6129 • Phoenix, Arizona 85005-6129  
Telephone (602) 265-0135 • Fax (602) 265-6240

### **Final Minutes for Public Meeting**

Held May 16, 2008, at 8:30 a.m.

3839 North 3rd Street, Suite 107, Phoenix, Arizona

#### **Board Members**

Charles Easaw, Department of Education, Chair  
Kim Pipersburgh, Department of Health Services, Vice Chair  
Rand Rosenbaum, Administrative Office of the Courts  
Mike LeHew, Department of Economic Security  
Arthur W. Baker, Department of Juvenile Corrections

#### **Executive Director**

Dennis Seavers

### **CALL TO ORDER AND ROLL CALL**

Mr. Easaw called the meeting to order at 8:40 a.m. The following Board members were present: Charles Easaw, Kim Pipersburgh, Rand Rosenbaum, Mike LeHew, and Arthur W. Baker. No Board members were absent.

Also in attendance was Dennis Seavers, Executive Director.

### **CALL TO THE PUBLIC**

Mr. Easaw made a call to the public. No members of the public wished to speak at this portion of the meeting.

## MINUTES

Mr. LeHew made a motion to approve the draft minutes from the March 7, 2008 meeting. Mr. Baker seconded the motion, which passed, 5–0.

### CHANGE TO FINGERPRINT-CLEARANCE-CARD FEE

Mr. Easaw referred Board members to Mr. Seavers’s May 7, 2008 memo on the proposed fingerprint-clearance-card fee increase and to the comments submitted by members of the public (see Attachment 1). Mr. Seavers suggested that, based on the public comments, Board members consider the \$4.00 increase rather than the initially proposed \$5.00 increase.

Mr. Rosenbaum asked whether the Board could be targeted for funds sweeps in the budget negotiations. Mr. Seavers said that the Board of Fingerprinting Fund could be swept. Mr. LeHew asked about the possible addition of new programs to the fingerprint-clearance-card system, particularly in-home care providers. Mr. Seavers said that the Board’s revenues would increase as the number of people in the card system increased. However, a large increase, such as one would see with the in-home care providers, could affect the Board’s fund balance, since the Board would need to make one-time expenditures before the revenues increased in order to prepare for the influx of applicants. Mr. Seavers said that the \$4.00 increase would likely be sufficient for at least a couple of fiscal years, unless there were major changes to the card system. He said he believed that the Board would need to adopt the \$5.00 increase only if multiple increases in the card fee would be a problem for the member agencies or their stakeholders.

Mr. LeHew made a motion to adopt the \$4.00 increase. Mr. Rosenbaum seconded the motion, which passed 4–1 through a roll-call vote, as indicated below.

<b>Board member</b>	<b>Vote</b>
Mr. Easaw	Yes
Ms. Pipersburgh	Yes
Mr. Rosenbaum	Yes
Mr. LeHew	Yes
Mr. Baker	No

Mr. Seavers said that he would file the rules with the Secretary of State’s Office and that the fee increase would become effective on July 1, 2008.

### EXECUTIVE DIRECTOR’S REPORT

Mr. Seavers referred Board members to his May 7, 2008 memo on legislation (see Attachment 2). He also reported briefly on House Bill 2727, which he explained would create a two-tiered card system. Mr. Seavers said that he would provide a detailed memo about the bill when it cleared the Legislature.

Mr. Seavers referred Board members to his report on the Board's budget performance through the third quarter of fiscal year ("FY") 2008 (see Attachment 3).

Mr. Seavers referred Board members to his report on the Board's strategic-plan performance through the third quarter of FY 2008 (see Attachment 4).

## **ADJOURNMENT**

Mr. LeHew made a motion to adjourn the meeting, and Ms. Pipersburgh seconded. The motion passed, 5-0. Mr. Easaw adjourned the meeting at 9:08 a.m.

Minutes approved on June 13, 2008

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Dennis Seavers, Executive Director

# Arizona Board of Fingerprinting

## Memo

TO: Board members  
FROM: Dennis Seavers, Executive Director  
C:  
Date: May 7, 2008  
**SUBJECT: Update on proposed rule for a fee increase**



At its February 8, 2008 meeting, the Board decided to propose a rule change to increase its portion of the fingerprint-clearance-card fee from \$3 to \$8 (a \$5 increase). The proposed rule was published on April 4, 2008, in the *Arizona Administrative Register*. From April 4 to May 5, 2008, the Board accepted comments from the public on the proposed rule change. At its May 16, 2008 meeting, the Board will make a final decision on the proposed rule change.

This memo identifies the options available to the Board. Attached are the comments submitted between April 4 and May 5.

### Correction

In the Notice of Proposed Rulemaking, which was published in the April 4, 2008 edition of the *Arizona Administrative Register*, I incorrectly stated that the cost of a fingerprint clearance card would increase from \$47 to \$55 for employees. The cost would actually increase only from \$47 to \$52 for employees. The notice correctly stated that the cost of a card for volunteers would increase from \$43 to \$48.

### Options

- **\$5 increase.** The Board could adopt the proposed \$5 fee increase. The Board's portion of the fingerprint-clearance-card fee would increase from \$3 to \$8. The fingerprint clearance card fee would increase from \$47 to \$52 for employees and \$43 to \$48 for volunteers.
- **\$4 increase.** The Board could adopt a \$4 increase instead of the proposed \$5 increase. The Board's portion of the fingerprint-clearance-card fee would increase from \$3 to \$7. The fingerprint-clearance-card fee would increase from \$47 to \$51 for employees and \$43 to \$47 for volunteers. The Board may want to adopt this fee increase based on the comments it received on the proposed rule.
- **Other.** The Board could decide not to increase the fee or could adopt an increase of \$3 or less. However, if the Board chose this option, the Board would run out of funding as early as the next fiscal year.

**Effective date of increase**

The increase, if adopted, would go into effect on July 1, 2008.

## Dennis Seavers

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**From:** Dennis Seavers [dennis.seavers@azbof.gov]  
**Sent:** Thursday, April 10, 2008 2:09 PM  
**To:** [REDACTED]  
**Subject:** RE: fingerprint cost increase

Greetings:

Thank you for your comment. I will pass it on to the Board.

Sincerely,  
Dennis Seavers  
Executive Director

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**From:** Celi, Sal [REDACTED]  
**Sent:** Thursday, April 10, 2008 2:04 PM  
**To:** dennis.seavers@azbof.gov  
**Subject:** fingerprint cost increase

Not only do I think it is ridiculous that we have to pay for this at all, but raising the fee is simply insulting.

Sal celi  
8<sup>th</sup> grade science  
La cima middle school  
Tucson, Az 85704

## Dennis Seavers

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**From:** Dennis Seavers [dennis.seavers@azbof.gov]  
**Sent:** Thursday, April 10, 2008 2:14 PM  
**To:** [REDACTED]  
**Subject:** RE: Proposed increase of fingerprinting fees for educational professionals

Dear Ms. Diaz-Peterson:

I appreciate your concern, and I also wish that state-employee salaries would increase at 11% a year. Please note that we have not increased the fee since 2003, so the 11% increase does not represent a single-year increase.

You may be interested in identity-verified fingerprint clearance cards. With these cards, teachers do not need to renew every six years.

I will be sure to pass your concern on to the Board. Thank you for taking the time to submit comments.

Sincerely,  
Dennis Seavers  
Executive Director  
Arizona Board of Fingerprinting

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**From:** Diaz-Peterson, Nina [REDACTED]  
**Sent:** Thursday, April 10, 2008 1:49 PM  
**To:** dennis.seavers@azbof.gov  
**Cc:** [REDACTED]  
**Subject:** Proposed increase of fingerprinting fees for educational professionals

Your proposed increase of \$5.00, from \$47.00 to \$52.00 represents an increase of 11%!! My salary is only increasing by 1 1/2% --not even keeping up with the cost of living. This is not unusual for the teaching profession because the public doesn't believe that we deserve a living wage. So I think that the increase for teachers should be aligned to the teacher salary increases....which I calculate to be \$ .75.

Thank you for your consideration. And just remember, you can read, write and handle your checkbook because of hard-working, underpaid teachers!

Geraldine Diaz-Peterson  
Spanish teacher  
Amphitheater High School  
[REDACTED]

## Dennis Seavers

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**From:** Dennis Seavers [dennis.seavers@azbof.gov]  
**Sent:** Thursday, April 10, 2008 4:47 PM  
**To:** [REDACTED]  
**Subject:** RE: fingerprints

Dear Ms. Way:

Thank you for taking the time to submit comments. I'll be sure to pass them to the Board.

Sincerely,  
Dennis Seavers  
Executive Director  
Arizona Board of Fingerprinting

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**From:** Way, Amanda [REDACTED]  
**Sent:** Thursday, April 10, 2008 4:37 PM  
**To:** dennis.seavers@azbof.gov  
**Subject:** fingerprints

To Whom It May Concern:

I am writing this letter to oppose the proposed increase of the fees for fingerprint clearance cards. The cost is already a burden that falls upon teachers and support professionals, who continue to be paid some of the lowest wages in this country. Any increase, no matter how small, will be difficult to take, especially with the dismal outlook for educator raises in the upcoming school year. Education professionals in Arizona produce some of the best results in this nation, yet we continue to be short changed by our state. The financial burdens placed on educators are one of the key factors for people leaving the profession. Please do not give us yet another blow to our already depleted bank accounts. We simply cannot afford it.

Sincerely,

Amanda Way

Education Professional  
Amphitheater Public Schools  
Tucson, AZ



## Dennis Seavers

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**From:** Dennis Seavers [dennis.seavers@azbof.gov]  
**Sent:** Friday, April 11, 2008 2:38 PM  
**To:** [REDACTED]  
**Cc:** [REDACTED]  
**Subject:** RE: Board of Fingerprinting fee increase

I have it on my calendar.

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**From:** [REDACTED]  
**Sent:** Friday, April 11, 2008 2:34 PM  
**To:** dennis.seavers@azbof.gov  
**Cc:** [REDACTED]  
**Subject:** RE: Board of Fingerprinting fee increase

Let's shoot for the 30<sup>th</sup>, if that is alright.  
Rhonda



Rhonda Ball President

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**From:** Dennis Seavers [mailto:dennis.seavers@azbof.gov]  
**Sent:** Friday, April 11, 2008 2:12 PM  
**To:** [REDACTED]  
**Cc:** [REDACTED]  
**Subject:** RE: Board of Fingerprinting fee increase

Dear Rhonda:

Friday, April 18, doesn't work because I have a Board meeting in the morning and need to process results from that meeting. Although I'll be in Tucson on Monday, April 28, I have a meeting from 4:40 to 8:30 p.m., so I would be able to attend.

However, both Wednesdays (April 23 and April 30) work for me.

Dennis

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**From:** [REDACTED]  
**Sent:** Friday, April 11, 2008 9:08 AM  
**To:** dennis.seavers@azbof.gov  
**Cc:** [REDACTED]  
**Subject:** RE: Board of Fingerprinting fee increase

Thank you for your invitation to come to Tucson. Would either of the following dates and times work for you?

Friday April 18 @ 4:15 pm  
Wednesday April 23 @ 4:30  
Monday April 28 @ 4:00  
Wednesday April 30 @ 4:30

Rhonda



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**From:** Dennis Seavers [mailto:dennis.seavers@azbof.gov]  
**Sent:** Thursday, April 10, 2008 5:08 PM  
**To:** [REDACTED]  
**Cc:** [REDACTED]  
**Subject:** Board of Fingerprinting fee increase

Dear Rhonda:

As you may know, the Board of Fingerprinting is considering an increase in its portion of the fingerprint-clearance-card fee. The e-mails I have been receiving on this proposed increase primarily have come from amphi.com e-mail addresses, and some of them may be your members.

If your affiliate would like, I'd be willing to come to Tucson (where I think you're located) to have a meeting with your members. The purpose of the meeting would be twofold: (1) to explain why we're proposing the increase, while correcting any misperceptions, and, more importantly, (2) to listen to concerns or comments from your members.

May 5 is the deadline for comments. If you'd like to meet before then, please let me know. You can reach me at this e-mail address or [REDACTED] (my cell phone, so I'd rather you not share it publicly).

Dennis Seavers  
Executive Director  
Arizona Board of Fingerprinting

## Dennis Seavers

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**From:** Dennis Seavers [dennis.seavers@azbof.gov]  
**Sent:** Friday, April 11, 2008 10:34 AM  
**To:** [REDACTED]  
**Subject:** Re: I think the increase is

I would be happy to pass on your comments to the Board, and the Board certainly will take your comments into consideration. But it may be more helpful to the Board if you explained why you think the increase is unnecessary.

Sincerely,  
Dennis Seavers  
Executive Director  
Arizona Board of Fingerprinting

Sent by BlackBerry device (so please forgive any typos).

-----Original Message-----

From: "Pfund, Daniel" [REDACTED]

Date: Fri, 11 Apr 2008 06:29:09  
To: dennis.seavers@azbof.gov  
Subject: I think the increase is

unnecessary

## Dennis Seavers

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**From:** Dennis Seavers [dennis.seavers@azbof.gov]  
**Sent:** Friday, April 11, 2008 1:47 PM  
**To:** [REDACTED]  
**Subject:** RE: Fingerprint

Dear Ms. Shreve:

Thank you for taking time to submit comments. I'll pass them on to the Board so that it understands the impact a fee increase would have on teachers.

Sincerely,  
Dennis Seavers  
Executive Director  
Arizona Board of Fingerprinting

-----Original Message-----

**From:** Donna Shreve [REDACTED]  
**Sent:** Friday, April 11, 2008 1:26 PM  
**To:** dennis.seavers@azbof.gov  
**Subject:** Fingerprint

Hi, Dennis,

I am a teacher and am opposed to an increase in the fee for fingerprint processing.

This is a lot of money out of my pocket at a time when not much money is being added to my pocket.

Thanks,  
Donna Olson Shreve  
Teacher  
Amphitheater Public Schools  
Tucson, AZ

## Dennis Seavers

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**From:** Dennis Seavers [dennis.seavers@azbof.gov]  
**Sent:** Friday, April 11, 2008 2:01 PM  
**To:** [REDACTED]  
**Subject:** RE: Finger printing increase

Dear Ms. Emans:

Thank you for taking time to submit comments to the Board. Several teachers from Amphitheater have expressed similar concerns about the effect of the increase on them financially. I will be sure to pass your comments on to the Board.

I wanted to respond to some of the questions you asked.

- There is a newly created identity-verified fingerprint clearance card. With this card, a career teacher generally would not have to renew the card, at least not as often as the regular fingerprint clearance card. I would recommend that you consider that card as an alternative that would allow you to avoid renewing every six years.
- You asked why it's necessary to get a new fingerprint clearance card. The reason is that the Board of Education wants to find out whether there have been new arrests outside of Arizona. If a teacher with a card were arrested in Arizona, and the charge was for one of the crimes that would cause a card to be denied or suspended, then the card would be suspended. But if the crime occurs outside of Arizona—for instance, if the teacher committed assault in Las Vegas—the Board of Education wouldn't find out about it. Renewing periodically allows us to learn about any new arrests that occurred outside of Arizona.
- The six-year period of validity for fingerprint clearance cards is true both for paid employees, such as teachers, and volunteers. A volunteer also would have to renew the card every six years. However, if the volunteer has a current, valid fingerprint clearance card, he or she would not need to get a new one if the volunteer worked at another location. The same is true for paid employees: the card is good for any program that requires a fingerprint clearance card.

Again, thank you for taking time to write. It's important to the Board that it have a sense of the impact of a fee increase on citizens.

Sincerely,  
Dennis Seavers  
Executive Director  
Arizona Board of Fingerprinting

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**From:** Emans, Debbie [REDACTED]  
**Sent:** Friday, April 11, 2008 11:34 AM  
**To:** dennis.seavers@azbof.gov  
**Subject:** Finger printing increase

Dennis,  
This increase wouldn't be so bad if we didn't have to pay it every 7 years. Why in the world do we have to have a new fingerprint card when we recertify? Our fingerprints do not change. Do volunteers have to have a new card every place they volunteer or every so many years? How can't the state justify this?  
Debbie Emans  
Harelson Elementary, Amphitheater

## Dennis Seavers

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**From:** Dennis Seavers [dennis.seavers@azbof.gov]  
**Sent:** Friday, April 11, 2008 2:05 PM  
**To:** [REDACTED]  
**Subject:** RE: Proposed Finger Printing Fee beign Raised

Dear Mr. Erickson:

Thank you for taking time to submit comments. Your concerns are similar to the concerns other teachers have expressed. I will be sure the Board sees the comments.

Sincerely,  
Dennis Seavers  
Executive Director  
Arizona Board of Fingerprinting

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**From:** Leif Erickson [REDACTED]  
**Sent:** Friday, April 11, 2008 1:53 PM  
**To:** dennis.seavers@azbof.gov  
**Subject:** Proposed Finger Printing Fee beign Raised

To whom it may concern:

Do you really want to keep hammering away at teachers' livelihood. Between professional development, recertification, school supplies, losing money every year due to our state legislature not meeting the standard of living increases, and rising health insurance costs, it's getting to the point when teachers are having a tough time affording to pay to do their jobs. Please do not raise any of these mandatory fees we have to pay. You will simply be adding to the high profile rating the state of Arizona has nationally: 49th in the nation.

Sincerely,

Leif Erickson

In individuals, insanity is rare; but in groups, parties, nations and epochs, it is the rule.

Friedrich Nietzsche

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Do You Yahoo!?  
Tired of spam? Yahoo! Mail has the best spam protection around  
<http://mail.yahoo.com>

## Dennis Seavers

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**From:** Dennis Seavers [dennis.seavers@azbof.gov]  
**Sent:** Friday, April 11, 2008 4:11 PM  
**To:** [REDACTED]  
**Subject:** RE: fees increase

Dear Ms. Holderman:

Thanks for taking the time to submit comments. I'll be sure to pass them on to the Board.

I wanted to let you know that there's a thing called an identity-verified fingerprint clearance card. In many cases, it allows a teacher to go through fingerprinting one time without having to be fingerprinted again.

Sincerely,  
Dennis Seavers  
Executive Director  
Arizona Board of Fingerprinting

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**From:** Holderman, Conni [REDACTED]  
**Sent:** Friday, April 11, 2008 4:02 PM  
**To:** dennis.seavers@azbof.gov  
**Subject:** fees increase

I do not support increasing fees for fingerprinting—it is already costly for certified people to renew their certificates and fingerprinting is expensive—I recommend that something is discussed concerning the fact that once you have cleared fingerprinting, how to renew it in a quicker, less expensive fashion.

*Conni Holderman*

## Dennis Seavers

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**From:** Dennis Seavers [dennis.seavers@azbof.gov]  
**Sent:** Monday, April 14, 2008 9:49 AM  
**To:** [REDACTED]  
**Subject:** Re: fingerprint comment

Dear Ms. Bettcher,

Thank you for taking the time to describe the financial impact a fee increase would have on you. I will pass your comments on to the Board.

Sincerely,  
Dennis Seavers  
Executive Director  
Arizona Board of Fingerprinting

Sent by BlackBerry device (so please forgive any typos).

-----Original Message-----

From: "Bettcher, Kristin" [REDACTED]

Date: Mon, 14 Apr 2008 07:18:17  
To: dennis.seavers@azbof.gov  
Subject: fingerprint comment

Mr. Seavers,

Let me make this brief. I do not agree with the \$5 increase in the cost of fingerprint clearance cards. We, as teachers, have to pay so much already. We have to pay \$60 for our preliminary teaching certificate. We are required to have areas in which we are highly qualified and each content area costs us an addition \$60. This is not including the costs of assessments (at least \$100 for each test) we need for each area. I have spent at least \$300 in the last 2 years just to be able to teach. When I got married I had to change my name and pay all this again so I could have my information put in my married name. I also had to pay for a new fingerprint clearance card. I almost went bankrupt from just completed the basic requirements and paying for them. Please, consider the teachers that have to pay for all the necessities in our classrooms, for activities, and the costs we pay just to teach. What will be left for us and our families to survive if you keep raising the costs for us to do our jobs?

Thank you for considering your hard working teachers,

Kristin Bettcher  
Amphi Middle  
ELL Level 3



**Dennis Seavers**

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**From:** Dennis Seavers [dennis.seavers@azbof.gov]  
**Sent:** Monday, April 14, 2008 10:36 AM  
**To:** [REDACTED]  
**Subject:** Re: Increase in price in Fingerprint Card

Greetings:

Although there is a process for suspending fingerprint clearance cards based on new Arizona arrests, there is not a similar program for suspending cards based on new arrests outside of Arizona. The FBI doesn't keep the fingerprint data on file, so we don't learn about arrests that happen outside of the state. The purpose of renewing the card every six years is to find out whether there have been new arrests outside of the state.

There is a new identity-verified fingerprint clearance card that allows teachers, in many cases, to get one fingerprint clearance card without having to renew. That might save you the trouble of having to renew the card every six years.

If there are any other questions you have, please feel free to contact me.

Sincerely,  
Dennis Seavers  
Executive Director  
Arizona Board of Fingerprinting

----- Original Message -----

From: "Lange, Drema" [REDACTED]  
Date: Monday, April 14, 2008 9:29 am  
Subject: Increase in price in Fingerprint Card  
To: dennis.seavers@azbof.gov

> My question is why do we have to have our fingerprint card renewed at  
> all? Our fingerprints don't change, and they are on "file", so any  
> investigations that need to be done can be done at any time.

>  
>  
>  
> I think a one time fee when teachers first register is more than  
> adequate.

>  
>  
>  
> Drema Lange  
>  
> IRHS Counselor  
> [REDACTED]  
>  
>  
>  
>

## Dennis Seavers

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**From:** Dennis Seavers [dennis.seavers@azbof.gov]  
**Sent:** Wednesday, April 16, 2008 1:46 PM  
**To:** [REDACTED]  
**Subject:** RE: Distribution List

Dear Ms. Kolstad:

Thank you for understanding and taking time to submit comments. I have added you to our e-mail list. Please feel free to let others know about it.

Sincerely,  
Dennis Seavers  
Executive Director  
Arizona Board of Fingerprinting

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**From:** Kolstad, Elizabeth [REDACTED]  
**Sent:** Tuesday, April 15, 2008 2:08 PM  
**To:** dennis.seavers@azbof.gov  
**Subject:** Distribution List

Good afternoon! On behalf of Chamberlain College of Nursing, we understand the need for an increase in the fingerprint cards and support your decision. Can you please add me to your distribution list for future announcements? Thank you!!

Elizabeth (Liz) Kolstad  
Clinical Coordinator



**CHAMBERLAIN**  
*College of Nursing*

chamberlain.edu

## Dennis Seavers

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**From:** Dennis Seavers [dennis.seavers@azbof.gov]  
**Sent:** Wednesday, April 16, 2008 9:58 PM  
**To:** [REDACTED]  
**Subject:** RE: it already costs too much

Dear Mr. Capizzi:

I appreciate you taking the time to express your concerns to the Board. I will be sure to pass your comments on to the Board.

Sincerely,  
Dennis Seavers  
Executive Director  
Arizona Board of Fingerprinting

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**From:** Capizzi, Michael [REDACTED]  
**Sent:** Monday, April 14, 2008 1:14 PM  
**To:** dennis.seavers@azbof.gov  
**Subject:** it already costs too much

Mr. Seaver.

In my opinion, \$47 is already an exhorbitant cost to the teachers of Arizona. And \$5 is just one more way of saying to teachers that we are not valued.

I suggest that (1) you not charge anything for the service or (2) you charge the department of education directly for the service. Either way, the already underpaid teachers can have one less thing to worry about.

Thank you.

Michael Capizzi

**Dennis Seavers**

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**From:** Dennis Seavers [dennis.seavers@azbof.gov]  
**Sent:** Friday, April 18, 2008 1:59 PM  
**To:** [REDACTED]  
**Cc:** [REDACTED]  
**Subject:** RE: Fingerprinting Proposed Fee Increase

Dear Mr. Burroughs:

Thank you for taking the time to submit comments as the director of a home health agency on the proposed fee increase. I also appreciate you pointing out the discrepancies between the notice of proposed rulemaking and the Board's Web site.

The Board's Web site is correct, and the notice of proposed rulemaking is wrong. I apologize for the error. The proposed increase would be from \$47 to \$52 for paid employees and \$43 to \$48 for volunteers. The error I made in the notice was that I calculated an \$8 increase, when we actually are proposing a \$5 increase that would bring the total to \$8. After the period for commenting on the increase, the Board may instead go with a \$4 increase, in which case the cost of a card would increase from \$47 to \$51 for paid employees and \$43 to \$47 for volunteers.

You also asked about the remainder of the fingerprint-clearance-card fee that doesn't go to the Board of Fingerprinting. Currently, the cost of a paid-employee card is \$47. Of that, \$3 goes to the Board, \$19 goes to the FBI, and \$25 goes to DPS. None of the money goes into the general fund (unless the Legislature sweeps non-appropriated funds).

I will pass on your comments to the Board. I will also pass them to DPS to consider the idea of categories of cards that have various fees. However, if you want an official response from DPS, you may want to write to the DPS Director's Office.

Please let me know if there are other comments or questions you have. Please also feel free to share this e-mail with any interested stakeholders.

Sincerely,  
Dennis Seavers  
Executive Director  
Arizona Board of Fingerprinting

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**From:** Burroughs, Robert (Bob) [REDACTED]  
**Sent:** Friday, April 18, 2008 1:05 PM  
**To:** dennis.seavers@azbof.gov  
**Cc:** [REDACTED]  
**Subject:** FW: Fingerprinting Proposed Fee Increase

Mr Seavers –

I would like to comment on the proposed increase in Fingerprint Card fees, to be effective July 1, 2008. While I am currently President of the Board of Directors of the Arizona Association for Home Care, I am not speaking for the Board or AAHC, rather commenting only as the Director of a licensed Home Health Agency.

First, I must convey my concern that the posting on the Fingerprint Board website (linked in your note below) indicates the increase will bring the cost for paid employee cards from \$47 to \$52, while the attached "Notice of Proposed Exempt Rulemaking", which I take to be the official document, states the rates "will increase to \$55.00 from \$47.00 for paid

employees (including teacher certification) and to \$48.00 from \$43.00 for volunteers.” The Notice’s stated increase to \$55 not only differs from the website posting, but also seems inconsistent with amount of the volunteer fee increase in the Notice itself. **I would like to have this clarified.**

As a licensed home health agency, our homecare staff are required by our state licensure regulation to undergo fingerprint verification. We choose to pay the fingerprint card fee if the individual does not already have an appropriate card on file. As a relatively small agency with low staff turnover, a \$5.00 increase would not pose an unacceptable financial burden on our agency; larger agencies and individual caregivers may well have a different view of this. Frankly, while I understand why your department seeks an increase in its (small) portion of the total fee, I do wonder what happens to the remaining \$44 (or \$47) dollars we pay. I assume this goes into the state’s general revenue fund, but **I would be interested in an official explanation.**

Our Association has supported the concept of some form of regulation of non-medical homecare providers (“private duty” caregivers), potentially including fingerprint verification, to protect the most vulnerable members of our society, the aged and infirm. At present these caregivers and their employers are *not* required to be fingerprinted, and there are known instances of these “caregivers” having significant criminal records that would preclude them from working in a licensed agency. We believe the lack of adequate regulation poses a serious risk to the public.

I am therefore concerned that, if there is no more reasonably priced category for fingerprint cards for these non-medical providers, who typically are paid near-minimum wage, having only the option of imposing a \$52 or \$55 fee will *reduce the likelihood that the legislature will pass a fingerprint requirement for this industry*. Clearly, the issue here is not actually the \$5 increase you wish to establish for your department, but the much greater amount that goes elsewhere within the state’s bureaucracy. I would strongly advocate for an increase in the number of categories for fingerprint cards, starting at a much lower total fee, in order to encourage this mechanism for protection of the public. Perhaps this could be scaled for companies based on the number of employees, and for individual rates based on the individual’s profession and relative rate of pay. The top end of this range would be the currently proposed amount.

I appreciate the opportunity to comment on this proposed increase, and look forward to clarification of the issues I have raised.

Thank you,  
Bob

***Robert Burroughs, RN, MA***

Director

UMC Home Health Services

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**From:** AAHC [REDACTED]  
**Sent:** Thursday, April 17, 2008 7:55 PM  
**To:** AAHC  
**Subject:** Fingerprinting Proposed Fee Increase

Dear AAHC & AHPCO Directors -

Mary Wiley from DHS forwarded this to me and I wanted to share it with both groups....**please submit your comments (if any) to Dennis at the address listed below.** The deadline for public comment is May 5th.

I you would cc me on your comments so I can also have an understanding of the impact this will have on providers that would be great!

Thanks! Marie

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**From:** Dennis Seavers [mailto:dennis.seavers@azbof.gov]  
**Sent:** Thursday, April 10, 2008 10:46 AM  
**To:** Dennis Seavers  
**Subject:** [Bd. Fingerprinting] Proposed fee increase

**PROPOSED FEE INCREASE**

The Arizona Board of Fingerprinting is proposing an increase to its portion of the fingerprint-clearance-card fee. The Board is soliciting comments from the public on proposed rules (attached) to increase the fee. The proposed increase is \$5.00, which would bring the total cost of a fingerprint clearance card from \$47.00 to \$52.00 for paid employees and \$43.00 to \$48.00 for volunteers. The fee increase would go into effect on July 1, 2008.

Individuals or organizations that want to submit comments should do so by Monday, May 5, 2008. You may submit your comments to me at:

[dennis.seavers@azbof.gov](mailto:dennis.seavers@azbof.gov)

(602) 265-3747 (office)

(602) 265-6240 (fax)

Mail Code 185

PO Box 6129

Phoenix, AZ 85005-6129

For more information on the proposed rules and the fee increase, please visit a longer news article on our Web site at: <http://www.azbof.gov/news/20080410-001.htm>.

Sincerely,  
Dennis Seavers  
Executive Director, Arizona Board of Fingerprinting  
[www.azbof.gov](http://www.azbof.gov)

You are on this e-mail list because you have indicated that you would like to receive announcements from the Board of Fingerprinting. If you would like to be removed from this list at any time, please reply to this e-mail or write to [dennis.seavers@azbof.gov](mailto:dennis.seavers@azbof.gov), or call 602-265-3747.

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CONFIDENTIALITY NOTICE

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## Dennis Seavers

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**From:** [REDACTED]  
**Sent:** Monday, April 21, 2008 2:03 PM  
**To:** dennis.seavers@azbof.gov  
**Subject:** RE: Proposed rules

Sorry for the delay in getting back to you, Dennis -- I was out of the office on Thursday and Friday. At a meeting this morning, we discussed the proposed increase for fingerprint clearance cards. As AEA President John Wright said, "AEA has no organizational concern about the proposed increase." We understand that some individual members or local associations may feel otherwise -- particularly when the clearance card fee is viewed as another cost in a series incurred by teachers to maintain certification.

Susan

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**From:** Dennis Seavers [mailto:dennis.seavers@azbof.gov]  
**Sent:** Wednesday, April 16, 2008 9:59 PM  
**To:** [REDACTED]  
**Subject:** Proposed rules

Hi, Susan:

I wanted to follow up to see whether the AEA has any official concerns about the proposed fee increase for fingerprint clearance cards.

Dennis

**Dennis Seavers**

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**From:** Dennis Seavers [dennis.seavers@azbof.gov]  
**Sent:** Wednesday, April 23, 2008 2:37 PM  
**To:** [REDACTED]  
**Cc:** [REDACTED]  
**Subject:** RE: Fees Increased for fingerprints

Dear Mr. Geasland:

I appreciate you taking the time to submit comments. I will be sure to pass them on to the Board.

Please feel free to contact me if you have additional comments or any questions at [dennis.seavers@azbof.gov](mailto:dennis.seavers@azbof.gov) or 602-265-3747.

Sincerely,  
Dennis Seavers  
Executive Director  
Arizona Board of Fingerprinting

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**From:** Richard E. Geasland [REDACTED]  
**Sent:** Wednesday, April 23, 2008 2:36 PM  
**To:** dennis.seavers@azbof.gov  
**Cc:** [REDACTED]  
**Subject:** Fees Increased for fingerprints

Mr. Seavers,

Thank you for the opportunity to comment.

As hopeless as this comment and suggestion seems, I will make it anyway.

It seems that the State of AZ not using at least some tax money to support this process is ridiculous as most of the organizations impacted are Youth serving organizations that are funded either through various government entities and/or fundraising. In these economic times both of those funding sources are not increasing therefore this becomes a regressive tax on youth serving entities, schools, or passed on to low paid staff in these organizations.

State law requires the fingerprints, but the attachment I reviewed noted that the Board is funded only by fees. Seems it's time for the State to kick in or the Board to bite the bullet like the rest of us.

We all understand that having enough staff at the Board to process fingerprints in a timely manner is also important. However, I cannot add staff at this time and we must do more with less. It seems the Board should be in the same situation or go to the State to fund at least part of this mandate.

Thank you for listening.

Dick Geasland, LCSW  
Executive Director  
Tumbleweed Center for Youth Development  
[REDACTED]



## Dennis Seavers

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**From:** Dennis Seavers [dennis.seavers@azbof.gov]  
**Sent:** Wednesday, April 23, 2008 2:38 PM  
**To:** [REDACTED]  
**Subject:** RE: Fingerprinting Cost Increase

Dear Ms. Taylor:

Thanks for taking the time to submit comments. Sometimes stating the obvious is important, especially to help the Board appreciate the impact of a fee increase.

Sincerely,  
Dennis Seavers  
Executive Director  
Arizona Board of Fingerprinting

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**From:** Jacki Taylor [REDACTED]  
**Sent:** Wednesday, April 23, 2008 2:34 PM  
**To:** dennis.seavers@azbof.gov  
**Subject:** Fingerprinting Cost Increase

At the risk of stating the obvious, any increase in costs creates a burden for providers.

Jacki L. Taylor, MC  
Arizona Coalition to End Homelessness

[REDACTED]

**Dennis Seavers**

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**From:** Darlene Newsom [REDACTED]  
**Sent:** Wednesday, April 23, 2008 3:29 PM  
**To:** [REDACTED]; dennis.seavers@azbof.gov  
**Cc:** [REDACTED]  
**Subject:** RE: Fees Increased for fingerprints

I agree with Richard Geasland.

-----  
Darlene Newsom  
Chief Executive Officer  
UMOM New Day Centers

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**From:** Richard E. Geasland [REDACTED]  
**Sent:** Wednesday, April 23, 2008 2:36 PM  
**To:** dennis.seavers@azbof.gov  
**Cc:** [REDACTED]  
**Subject:** Fees Increased for fingerprints

Mr. Seavers,

Thank you for the opportunity to comment.

As hopeless as this comment and suggestion seems, I will make it anyway.

It seems that the State of AZ not using at least some tax money to support this process is ridiculous as most of the organizations impacted are Youth serving organizations that are funded either through various government entities and/or fundraising. In these economic times both of those funding sources are not increasing therefore this becomes a regressive tax on youth serving entities, schools, or passed on to low paid staff in these organizations.

State law requires the fingerprints, but the attachment I reviewed noted that the Board is funded only by fees. Seems it's time for the State to kick in or the Board to bite the bullet like the rest of us.

We all understand that having enough staff at the Board to process fingerprints in a timely manner is also important. However, I cannot add staff at this time and we must do more with less. It seems the Board should be in the same situation or go to the State to fund at least part of this mandate.

Thank you for listening.

Dick Geasland, LCSW  
Executive Director  
Tumbleweed Center for Youth Development

## Dennis Seavers

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**From:** Dennis Seavers [dennis.seavers@azbof.gov]  
**Sent:** Thursday, April 24, 2008 11:29 AM  
**To:** [REDACTED]  
**Subject:** Re: fingerprint card fee increase

Dear Ms. Horsley:

Thank you for taking the time to submit comments. I will pass them on to the Board.

If the Board passes an increase, it would not go into effect until July 1.

Sincerely,  
Dennis seavers  
Executive Director  
Arizona Board of Fingerprinting

Sent by BlackBerry device (so please forgive any typos).

-----Original Message-----

**From:** [REDACTED]

**Date:** Thu, 24 Apr 2008 17:28:37  
**To:** dennis.seavers@azbof.gov  
**Subject:** fingerprint card fee increase

Mr Seavers,

As all employees/volunteers of Eve's Place are required to obtain fingerprint clearance cards, an increase in the fee would be detrimental to our organization.

Currently we utilize over 45 volunteers. They can be transient and therefore quite costly to cover the fees.

I would recommend leaving the fees as they are to allow organizations such as mine to continue to utilize volunteers.

If an increase is absolute, could it wait until the fiscal year change (July 1) for most to incorporate the higher fees in the budget.

Laura Horsley  
Executive Director  
Eve's Place

## Dennis Seavers

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**From:** Dennis Seavers [dennis.seavers@azbof.gov]  
**Sent:** Thursday, April 24, 2008 3:12 PM  
**To:** [REDACTED]  
**Subject:** RE: Fee Increase for Fingerprint Clearance Cards

Dear Anna,

Thanks for taking the time to submit comments. I will be sure to pass them on to the Board.

Sincerely,  
Dennis Seavers  
Executive Director  
Arizona Board of Fingerprinting

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**From:** Anna Rodriguez [REDACTED]  
**Sent:** Thursday, April 24, 2008 3:10 PM  
**To:** dennis.seavers@azbof.gov  
**Subject:** Fee Increase for Fingerprint Clearance Cards

Hi Dennis,

My name is Anna Rodriguez, and I am the Program Manager of A New Leaf Faith House Domestic Violence Shelter in Glendale, Arizona. I am concerned about the increase in cost for fingerprint clearance cards. I believe that this increase will significantly impact our volunteers decision to continue to provide their services to our women and children of domestic violence. I am also concerned that the increase in cost could greatly impact the decision of potential new volunteers in joining our volunteer program

Please take this into consideration in not raising the fee for fingerprint clearance cards.

Thank You,

Anna Rodriguez  
Program Manager  
A New Leaf Faith House  
[REDACTED]

**Dennis Seavers**

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**From:** Dennis Seavers [dennis.seavers@azbof.gov]  
**Sent:** Friday, April 25, 2008 11:41 AM  
**To:** [REDACTED]  
**Subject:** RE: Fingerprint Clearance card fees

Dear Ms. Mills-Lewis:

Thank you for taking the time to submit comments. I will be sure to pass them on to the Board.

Just to clarify, the proposed fee increase would be from \$47 to \$52, not \$55 (which was an incorrect figure that we inadvertently published). If the new fee were made effective, the total fee would be the same as it was prior to September or October of last year. But before deciding on the proposed fee increase, the Board will review comments from members of the public, like you.

Sincerely,  
Dennis Seavers  
Executive Director  
Arizona Board of Fingerprinting

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**From:** Mills-Lewis, Carol [REDACTED]  
**Sent:** Friday, April 25, 2008 10:25 AM  
**To:** dennis.seavers@azbof.gov  
**Subject:** Fingerprint Clearance card fees

Dear Mr. Seavers,  
We have been told that the Fingerprint Clearance card fee is going to be raised to \$55.00. That will present a hardship for many of our employees, especially new employees who are just entering the field. I'm sure you are aware that Child Care employees are probably the lowest paid work force in our state, and to have to pay an increase in a required document is very difficult for many people. I hope your agency will re-consider this raise in fees. Thank you.

***Carol Mills-Lewis, ECBG Support Coordinator***  
***WESD Preschool Services***

[REDACTED]

**Dennis Seavers**

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**From:** [REDACTED]  
**Sent:** Saturday, April 26, 2008 9:25 PM  
**To:** dennis.seavers@azbof.gov  
**Cc:** [REDACTED]  
**Subject:** RE: Board of Fingerprinting fee increase

Dear Mr. Seavers,  
I have not had any of my colleagues commit to attend on the 30th. I do not want to waste your time or travel, so I will cancel our meeting. Thank you for agreeing to come. You must have been able to answer their questions and concerns to their satisfaction or they were just providing feedback. Either way, thank you.  
Rhonda Ball

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**From:** Dennis Seavers [mailto:dennis.seavers@azbof.gov]  
**Sent:** Fri 4/11/2008 2:38 PM  
**To:** [REDACTED]  
**Cc:** [REDACTED]  
**Subject:** RE: Board of Fingerprinting fee increase

I have it on my calendar.

**From:** [REDACTED]  
**Sent:** Friday, April 11, 2008 2:34 PM  
**To:** dennis.seavers@azbof.gov  
**Cc:** [REDACTED]  
**Subject:** RE: Board of Fingerprinting fee increase

Let's shoot for the 30th, if that is alright.

Rhonda

Rhonda Ball President

[REDACTED]  
[REDACTED] [REDACTED]  
[REDACTED]

---

From: Dennis Seavers [mailto:dennis.seavers@azbof.gov]  
Sent: Friday, April 11, 2008 2:12 PM  
To: [REDACTED]  
Cc: [REDACTED]  
Subject: RE: Board of Fingerprinting fee increase

Dear Rhonda:

Friday, April 18, doesn't work because I have a Board meeting in the morning and need to process results from that meeting. Although I'll be in Tucson on Monday, April 28, I have a meeting from 4:40 to 8:30 p.m., so I would be able to attend.

However, both Wednesdays (April 23 and April 30) work for me.

Dennis

From: [REDACTED]  
Sent: Friday, April 11, 2008 9:08 AM  
To: dennis.seavers@azbof.gov  
Cc: [REDACTED]  
Subject: RE: Board of Fingerprinting fee increase

Thank you for your invitation to come to Tucson. Would either of the following dates and times work for you?

Friday April 18 @ 4:15 pm

Wednesday April 23 @ 4:30

Monday April 28 @ 4:00

Wednesday April 30 @ 4:30

Rhonda

Rhonda Ball President

[REDACTED]

[REDACTED]

[REDACTED]

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From: Dennis Seavers [mailto:dennis.seavers@azbof.gov]  
Sent: Thursday, April 10, 2008 5:08 PM  
To: [REDACTED]  
Cc: [REDACTED]  
Subject: Board of Fingerprinting fee increase

Dear Rhonda:

As you may know, the Board of Fingerprinting is considering an increase in its portion of the fingerprint-clearance-card fee. The e-mails I have been receiving on this proposed increase primarily have come from amphi.com e-mail addresses, and some of them may be your members.

If your affiliate would like, I'd be willing to come to Tucson (where I think you're located) to have a meeting with your members. The purpose of the meeting would be twofold: (1) to explain why we're proposing the increase, while correcting any misperceptions, and, more importantly, (2) to listen to concerns or comments from your members.

May 5 is the deadline for comments. If you'd like to meet before then, please let me know. You can reach me at this e-mail address or [REDACTED] (my cell phone, so I'd rather you not share it publicly).

Dennis Seavers

Executive Director

Arizona Board of Fingerprinting



## Dennis Seavers

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**From:** Dennis Seavers [dennis.seavers@azbof.gov]  
**Sent:** Wednesday, April 30, 2008 12:50 PM  
**To:** [REDACTED]  
**Subject:** RE: [Bd. Fingerprinting] Proposed fee increase

Dear Cynthia:

Thank you for your comments, which do make sense. I will be sure to pass them on to the Board.

I may be able to answer a couple of the questions you raise. The fingerprint-clearance-card fee is split among three agencies: the Board, which currently receives \$3; the FBI, which receives about \$19; and DPS receives about \$25. Last year, the FBI, not the Board, reduced its portion of the fee to \$19 from \$24, and that's why there was the decrease in the fingerprint-clearance-card fee.

Also, you suggested that the new staff members should have been accounted for in the budget. I may have misunderstood you, but you may be referring to Legislative appropriations. The Board receives no money from the Legislature. In April 2007, when the Board approved expenditures for additional staff members and related expenses, it was aware that it would have to raise its portion of the fingerprint-clearance-card fee as a result. The Board could have done it at that time, but other problems would have arisen. In particular, the Board had a fund balance of \$501,881.84 as of March 31, 2007. Legislators (and others) quite understandably are bothered when agencies with proportionally large fund balances raise fees. They wonder why the agency is raising the fee when it appears to be unnecessary at that time, even if the agency is raising it to deal with projections of future low balances. I fully agree with this concern. The Board determined that it would be best to raise the fee at a later date when it was necessary. That's why we're doing it now rather than at the beginning of this fiscal year.

Feel free to contact me at [dennis.seavers@azbof.gov](mailto:dennis.seavers@azbof.gov) or 602-265-3747 if you have additional comments or questions.

Sincerely,  
Dennis Seavers  
Executive Director  
Arizona Board of Fingerprinting

---

**From:** Cynthia Moody [REDACTED]  
**Sent:** Wednesday, April 30, 2008 11:03 AM  
**To:** 'Dennis Seavers'  
**Subject:** RE: [Bd. Fingerprinting] Proposed fee increase

Dennis,

I can not understand why the prices is going up and down, if the Board was operating at deficient why would they vote to decrease fee in the first place, now that they've added additional staff we have to pay for it (that should have been included for the fiscal year budgeting).

If increase is going to occur let's do like the postage stamp, \$1 a year until they have reached \$5 total increase, but there needs to be a maximum it will increase.

Anyway, those are my comments don't know if they make sense.

Cynthia Moody

---

**From:** Dennis Seavers [mailto:dennis.seavers@azbof.gov]  
**Sent:** Thursday, April 10, 2008 10:46 AM

**To:** Dennis Seavers

**Subject:** [Bd. Fingerprinting] Proposed fee increase

**PROPOSED FEE INCREASE**

The Arizona Board of Fingerprinting is proposing an increase to its portion of the fingerprint-clearance-card fee. The Board is soliciting comments from the public on proposed rules (attached) to increase the fee. The proposed increase is \$5.00, which would bring the total cost of a fingerprint clearance card from \$47.00 to \$52.00 for paid employees and \$43.00 to \$48.00 for volunteers. The fee increase would go into effect on July 1, 2008.

Individuals or organizations that want to submit comments should do so by Monday, May 5, 2008. You may submit your comments to me at:

[dennis.seavers@azbof.gov](mailto:dennis.seavers@azbof.gov)

(602) 265-3747 (office)

(602) 265-6240 (fax)

Mail Code 185

PO Box 6129

Phoenix, AZ 85005-6129

For more information on the proposed rules and the fee increase, please visit a longer news article on our Web site at:

<http://www.azbof.gov/news/20080410-001.htm>.

Sincerely,

Dennis Seavers

Executive Director, Arizona Board of Fingerprinting

[www.azbof.gov](http://www.azbof.gov)

You are on this e-mail list because you have indicated that you would like to receive announcements from the Board of Fingerprinting. If you would like to be removed from this list at any time, please reply to this e-mail or write to

[dennis.seavers@azbof.gov](mailto:dennis.seavers@azbof.gov), or call 602-265-3747.

# Arizona Board of Fingerprinting Memo

TO: Board members  
FROM: Dennis Seavers, Executive Director  
C:  
Date: May 7, 2008  
**SUBJECT: Status report on legislation**

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This is an information memo on legislation in the current session that may have a notable impact on the Board. Status information is up to date as of the morning of May 7.

I have written separate memos on House Bill (“HB”) 2254, which makes substantial changes to the Board’s operations, and HB 2727, which makes substantial changes to the fingerprint-clearance-card system. I will send you the memo on HB 2727 at a later date.

## **HB 2194 (military facility; reservations, security)**

Through a strike-everything amendment, this bill became a vehicle for legislation to add Department of Emergency and Military Affairs employees to the fingerprint-clearance-card system. The impact to the Board’s caseload would be negligible.

Currently, the Board has cleared all Senate committees but Rules, where it has not been placed on an agenda.

## **HB 2566 (schools; student teachers, tutors; fingerprinting)**

This bill adds student teachers and tutors to the fingerprint-clearance-card system. The Board of Education does not anticipate a large number of new fingerprint-clearance-card applications because many student teachers and tutors already have fingerprint clearance cards. Nonetheless, the bill will increase the number of good-cause-exception applications.

The bill was signed into law by the governor on April 28; since the bill contained an emergency clause, it became effective that day.

## **HB 2620 (budget adjustments; fiscal year 2007-2008)**

This legislation was the “budget-fix” bill. It reduced state-government appropriations and swept funds to address the budget deficit for the current fiscal year. The Board of Fingerprinting Fund was not affected by the bill.

## **HB 2640**

This bill would have included board and commission members among those defined as a “public officer” who must file financial-disclosure statements with the Secretary of State’s Office. The Board wanted the bill to be amended to keep Board members’ home addresses and household members from becoming public record, since the Board deals with individuals who have criminal histories.

The bill failed in the Senate Committee on Government.

## **Senate Bill 1477 (adult students; JTEDs)**

This bill allows adult students to attend vocation programs in Joint Technological Education Districts if they have a fingerprint clearance card. This bill became relevant to the Board only recently, when the fingerprint-clearance-card provision was added through a strike-everything amendment. It is not clear what the impact of the bill will be on the Board’s caseload; however, I assume that the impact will be minimal.

The bill is awaiting a floor vote in the House, after which it will be returned to Senate for consideration.

# Arizona Board of Fingerprinting

## Memo

TO: Board members  
FROM: Dennis Seavers, Executive Director  
C:  
Date: May 7, 2008  
**SUBJECT: Fiscal year 2008 budget performance through quarter 3**



---

This memo summarizes the Board's fiscal year 2008 budget performance through the third quarter, which ended on March 31, 2008. The attached document provides detailed information on Board expenditures and revenues.

### **Expenditures**

The Board budgeted for \$434,672.38 in expenditures through the third quarter. The Board actually spent \$432,049.98, yielding a savings of \$2,622.40.

Since the Board is unable to fill a vacant position, it can expect additional savings in the next quarter.

### **Revenues**

As discussed at the February 8, 2008 Board meeting, revenues are lower than anticipated because of a drop in the number of fingerprint-clearance-card applications. The Board anticipated \$230,696.00 in revenues but actually received only \$185,777.00. Thus, the Board received \$44,919.00 less in revenues than anticipated in the budget.

### **Board of Fingerprinting Fund balance**

The Board of Fingerprinting fund balance as of March 31, 2008, was \$223,958.66. The Board's budget anticipated a fund balance of \$266,255.26. Thus, the Board's fund balance was \$42,296.60 less than expected.

# Arizona Board of Fingerprinting

## Budget vs. Actual

Fiscal Year 2008 through Quarter 3

	<u>Jul '07 - Mar 08</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Income</b>				
<b>4900 - Transfers In</b>				
4901 - Operating Transfers In	185,777.00	230,696.00	-44,919.00	80.53%
<b>Total 4900 - Transfers In</b>	<u>185,777.00</u>	<u>230,696.00</u>	<u>-44,919.00</u>	<u>80.53%</u>
<b>FY07 Carryover</b>	<u>470,231.64</u>	<u>470,231.64</u>	<u>0.00</u>	<u>100.0%</u>
<b>Total Income</b>	<u>656,008.64</u>	<u>700,927.64</u>	<u>-44,919.00</u>	<u>93.59%</u>
<b>Expense</b>				
<b>6000 - Personal Services</b>				
6010 - Basic Compensation				
6011 - Regular Base Salary	174,504.35			
<b>Total 6010 - Basic Compensation</b>	<u>174,504.35</u>			
6030 - Exception Compensation				
6028 - 2.75% Performance Pay	5,761.44			
<b>Total 6030 - Exception Compensation</b>	<u>5,761.44</u>			
6040 - Leave Compensation				
6041 - Annual Leave	13,113.10			
6042 - Sick Leave	5,589.04			
6047 - Annual Leave Payout	7,669.62			
6048 - Holiday Leave Taken	9,372.33			
<b>Total 6040 - Leave Compensation</b>	<u>35,744.09</u>			
6000 - Personal Services - Other	0.00	212,764.50	-212,764.50	0.0%
<b>Total 6000 - Personal Services</b>	<u>216,009.88</u>	<u>212,764.50</u>	<u>3,245.38</u>	<u>101.53%</u>
<b>6100 - ERE</b>				
6110 - Insurance				
6111 - FICA	15,606.10			
6113 - Medical Insurance	35,359.90			

# Arizona Board of Fingerprinting

## Budget vs. Actual

### Fiscal Year 2008 through Quarter 3

	<u>Jul '07 - Mar 08</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
6114 - Basic Life	200.98			
6116 - Long-term Disability	1,041.07			
6117 - Unemployment Insurance	305.92			
6118 - Dental Insurance	2,333.22			
6119 - Worker's Compensation	2,723.65			
<b>Total 6110 - Insurance</b>	<b>57,570.84</b>			
6150 - Retirement Plan Payments				
6155 - ASRS	18,911.65			
<b>Total 6150 - Retirement Plan Payments</b>	<b>18,911.65</b>			
6180 - Other ERE				
6183 - Personal Services	2,312.57			
6185 - GITA Charge	324.38			
6186 - Atty. Gen. Pro Rate Chg.	1,458.87			
6189 - Sick Leave Accumulation	864.41			
<b>Total 6180 - Other ERE</b>	<b>4,960.23</b>			
6100 - ERE - Other	0.00	80,474.47	-80,474.47	0.0%
<b>Total 6100 - ERE</b>	<b>81,442.72</b>	<b>80,474.47</b>	<b>968.25</b>	<b>101.2%</b>
<b>6200 - Prof. &amp; Outside Services</b>				
6210 - Financial Services				
6211 - Bond Issuance Cost	1,442.16	1,239.75	202.41	116.33%
<b>Total 6210 - Financial Services</b>	<b>1,442.16</b>	<b>1,239.75</b>	<b>202.41</b>	<b>116.33%</b>
6270 - Education & Training				
6271 - Education & Training	87.50	32.00	55.50	273.44%
<b>Total 6270 - Education &amp; Training</b>	<b>87.50</b>	<b>32.00</b>	<b>55.50</b>	<b>273.44%</b>
6290 - Other Prof. & Out. Svcs.				
6299 - Other Prof. & Out. Svcs.	4,167.50	15,450.00	-11,282.50	26.97%

# Arizona Board of Fingerprinting

## Budget vs. Actual

Fiscal Year 2008 through Quarter 3

	<u>Jul '07 - Mar 08</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Total 6290 - Other Prof. & Out. Svcs.	4,167.50	15,450.00	-11,282.50	26.97%
<b>Total 6200 - Prof. &amp; Outside Services</b>	5,697.16	16,721.75	-11,024.59	34.07%
<b>7000 - Other Operating</b>				
7150 - IT Services				
7153 - Internal Svc. Data Proc.	5,451.85	6,300.00	-848.15	86.54%
7172 - External Comm. Long Dist	21,310.31	8,100.00	13,210.31	263.09%
7179 - Other External Comm.	1,752.90	2,350.00	-597.10	74.59%
Total 7150 - IT Services	28,515.06	16,750.00	11,765.06	170.24%
7200 - Rental Expenditures				
7221 - Rental of Land & Bldgs.	50,579.32	44,161.66	6,417.66	114.53%
7229 - Miscellaneous Rent	237.92	200.00	37.92	118.96%
Total 7200 - Rental Expenditures	50,817.24	44,361.66	6,455.58	114.55%
7250 - Repair & Maintenance				
7266 - Repair/Maint-Other Equip	820.93	1,000.00	-179.07	82.09%
7269 - Repair & Maint (Other)	0.00	6,000.00	-6,000.00	0.0%
Total 7250 - Repair & Maintenance	820.93	7,000.00	-6,179.07	11.73%
7300 - Operating Supplies				
7321 - Office Supplies	7,236.84	11,250.00	-4,013.16	64.33%
Total 7300 - Operating Supplies	7,236.84	11,250.00	-4,013.16	64.33%
7450 - Conf, Edu, & Training				
7455 - Conf, Edu, & Train Regis	820.00	1,050.00	-230.00	78.1%
Total 7450 - Conf, Edu, & Training	820.00	1,050.00	-230.00	78.1%
7470 - Printing & Photography				
7471- Internal Printing	84.39	200.00	-115.61	42.2%
Total 7470 - Printing & Photography	84.39	200.00	-115.61	42.2%



# Arizona Board of Fingerprinting

## Budget vs. Actual Fiscal Year 2008 through Quarter 3

	<u>Jul '07 - Mar 08</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
7480 - Postage & Delivery				
7481 - Postage & Delivery	9,992.83	11,250.00	-1,257.17	88.83%
Total 7480 - Postage & Delivery	9,992.83	11,250.00	-1,257.17	88.83%
7500 - Miscellaneous Operating				
7541 - Books, Subscr., & Pubs.	7,599.84	8,550.00	-950.16	88.89%
Total 7500 - Miscellaneous Operating	7,599.84	8,550.00	-950.16	88.89%
7000 - Other Operating - Other	198.80			
<b>Total 7000 - Other Operating</b>	106,085.93	100,411.66	5,674.27	105.65%
<b>8400 - Capital Equipment</b>				
8470 - Other Equip. - Capital				
8471 - Other Equip. - Capital	5,913.68			
Total 8470 - Other Equip. - Capital	5,913.68			
<b>Total 8400 - Capital Equipment</b>	5,913.68			
<b>8500 - Non-capital Equipment</b>				
8520 - Furniture Non-cap				
8521 - Furniture Non-capital	14,046.64	15,000.00	-953.36	93.64%
Total 8520 - Furniture Non-cap	14,046.64	15,000.00	-953.36	93.64%
8550 - EDP Equip PC/LAN Non-cap				
8551 - EDP Equip. Non-cap Purch	789.24	6,500.00	-5,710.76	12.14%
Total 8550 - EDP Equip PC/LAN Non-cap	789.24	6,500.00	-5,710.76	12.14%
8570 - Other Equip. - Non-cap.				
8571 - Other Equip. - Non-cap.	801.34			
Total 8570 - Other Equip. - Non-cap.	801.34			

# Arizona Board of Fingerprinting

## Budget vs. Actual

### Fiscal Year 2008 through Quarter 3

	<u>Jul '07 - Mar 08</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
8580 - Non-capitalized Software				
8583 - PC/LAN Software Non-cap.	224.99	1,800.00	-1,575.01	12.5%
Total 8580 - Non-capitalized Software	<u>224.99</u>	<u>1,800.00</u>	<u>-1,575.01</u>	<u>12.5%</u>
<b>Total 8500 - Non-capital Equipment</b>	15,862.21	23,300.00	-7,437.79	68.08%
<b>9100 - Transfers Out</b>				
9101 - Operating Transfers Out	1,038.40	1,000.00	38.40	103.84%
<b>Total 9100 - Transfers Out</b>	<u>1,038.40</u>	<u>1,000.00</u>	<u>38.40</u>	<u>103.84%</u>
<b>Total Expense</b>	<u>432,049.98</u>	<u>434,672.38</u>	<u>-2,622.40</u>	<u>99.4%</u>
<b>Net Income</b>	<u><u>223,958.66</u></u>	<u><u>266,255.26</u></u>	<u><u>-42,296.60</u></u>	<u><u>84.11%</u></u>

**Arizona Board of Fingerprinting**  
**Fiscal Year 2008 Strategic Plan**  
July 1 to March 31, 2007

**Legend for progress**

✓	Progress or consistency in performance since previous quarter
✘	Decline in performance since previous quarter
	Notable progress made since previous quarter (only for outcome measures)
	Performance declined since previous quarter, but this decline is not a concern (only for outcome measures)
	Performance declined since previous quarter, and this decline warrants attention (only for outcome measures)

**Goal 1. To make fair and consistent determinations on good cause exceptions**

Performance Measure	FY06 Actual	FY07 Actual	FY08 Estimate	FY08 Actual					
				Quarter 1	Quarter 2	Quarter 3	Progress	Quarter 4	YTD
Percent of investigator recommendations for expedited reviews accepted	97.01%	93.81%	93.00%	75.33%	93.86%	93.67%	✘		91.62%
Percent of applications approved	65.29%	92.73%	80.00%	88.63%	93.88%	88.56%	N/A		90.58%
Percent of approvals by expedited review	72.85%	81.65%	75.00%	57.72%	65.88%	82.12%	N/A		66.51%
Percent of approvals by administrative hearing	27.15%	18.35%	25.00%	42.28%	34.12%	17.88%	N/A		33.49%

**Goal 2: To provide applicants with timely decisions on their good-cause-exception applications**

Performance Measure	FY06 Actual	FY07 Actual	FY08 Estimate	FY08 Actual					
				Quarter 1	Quarter 2	Quarter 3	Progress	Quarter 4	YTD
Number of applications received	1,770	1,967	2,365	434	435	443	N/A		1,312
Number of applications disposed	1,769	1,627	2,365	667	623	494	N/A		1,784
Ratio of cases opened to cases closed	1:1	1:83	1:1	1:1.54	1:1.43	1:1.12	N/A		1:1.36
Average number of days to dispose*	81.89	115.84	63.00	113.25	101.27	93.80	✓		103.69
Average number of days spent processing applications*	55.31	82.38	42.00	74.47	61.49	52.82	✓		63.96
Average number of days spent processing application from receipt to expedited review**	43.50	24.84	20.00	28.36	25.35	21.07	✓		25.31
Percent of applications that undergo an expedited review within 20 days (processing time)**	72.86%	39.66%	100.00%	15.37%	39.91%	58.68%	✓		35.88%
Average days from expedited review to hearing**	64.22	61.70	40.00	40.66	35.78	38.42	✗		38.29
Number of cases open longer than 30 days since hearing	N/A	N/A	N/A	67	26	14	✓		N/A
Number of cases open longer than 60 days since hearing	N/A	N/A	N/A	25	26	10	✓		N/A
Percent of applications with an expedited review within 20 days of receipt of a complete application***	N/A	N/A	N/A	N/A	99.12%	100.00%	✓		99.55%
Percent of applications with an administrative hearing within 45 days of an expedited review***	N/A	N/A	N/A	N/A	100.00%	100.00%	✓		100.00%
Percent of applications decided within 80 days of an administrative hearing***	N/A	N/A	N/A	N/A	100.00%	100.00%	✓		100.00%

\* At the Board's request, these data do not include closed cases that were part of the 2006 backlog.

\*\* At the Board's request and to provide the Board with timely information, these data include open and closed cases where the measured event (e.g., expedited review or hearing) occurred in the relevant time period. Previously, the reported data applied to cases that had been closed in the relevant time period and may have included cases from previous fiscal years. These cases would yield data that would not give an accurate picture of the Board's current process.

\*\*\* New performance measure added by the Board at the December 14, 2007 meeting. Applies only to applications received after September 18, 2007.

**Goal 3. To develop fair and comprehensible rules, policies, and procedures for determining good cause exceptions**

Performance Measure	FY06 Actual	FY07 Actual	FY08 Estimate	FY08 Actual					
				Quarter 1	Quarter 2	Quarter 3	Progress	Quarter 4	YTD
Number of requests received	3,020	3,236	3,405	687	728	777	N/A		2,192
Ratio of requests for good cause exceptions to applications submitted	1:.59	1:.61	1:.70	1:.63	1:.60	1:.57	N/A		1:.60
Percent of applications complete on initial submission	37.42%	37.30%	45.00%	29.11%	34.30%	28.74%	✘		30.82%