



**FINANCIAL REPORT OF THE NORTH CAROLINA RESPIRATORY CARE BOARD**  
**July 1, 2015 – June 30, 2016**

To: Attorney General Roy Cooper  
Secretary of State Elaine Marshall  
Office of State Budget and Management  
Joint Legislative Administrative Procedure Oversight Committee  
State Publications Clearinghouse

From: William L. Croft, PhD, RRT, RCP  
Executive Director  
North Carolina Respiratory Care Board

Re: Report of Financial Activities of the North Carolina Respiratory Care Board  
July 1, 2015 – June 30, 2016

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The North Carolina Respiratory Care Board was established by Act of the General Assembly during its 2000 session, with the passage of the North Carolina Respiratory Care Practice Act. The Act is codified at N.C. Gen. Stat. § 90-646 *et seq.* This report is being submitted at the direction of the Board, and after being approved by the Board at its regular quarterly meeting on July 14, 2016, to fulfill its duty under N.C. Gen. Stat §93B-2 (b) to submit an annual financial report. This financial report is in two parts. Part one is the standard financial report to fulfill the requirements of N.C. Gen. Stat §93B-2 (b). Part two is the Profit and Loss report comparisons from the last two cycles to illustrate the NCRCB efforts to implement efficiencies resulting in cost savings and improvement in net financial position.

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Attachment: Financial Statement

North Carolina Respiratory Care Board  
**Balance Sheet**  
As of June 30, 2016

	<u>Jun 30, 16</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
Checking/Savings	
Paragon Bank - Savings	213,507.59
Paragon Bank Operating Account	<u>54,880.93</u>
Total Checking/Savings	268,388.52
Accounts Receivable	
Accounts Receivable	<u>5,130.00</u>
Total Accounts Receivable	5,130.00
Other Current Assets	
Prepaid Insurance	<u>7,993.50</u>
Total Other Current Assets	<u>7,993.50</u>
Total Current Assets	281,512.02
<b>Fixed Assets</b>	
Board Room Furniture	
Accumulated Depreciation	-4,500.00
Cost	<u>4,500.00</u>
Total Board Room Furniture	0.00
Computers	
Accumulated Depreciation	-9,182.47
Cost	<u>9,507.47</u>
Total Computers	325.00
Office Furniture	
Accumulated Depreciation	-4,389.88
Cost	<u>4,389.88</u>
Office Furniture - Other	<u>5,097.25</u>
Total Office Furniture	5,097.25
Server Hardware	
Accumulated Depreciation	-1,650.00
Cost	<u>1,650.00</u>
Total Server Hardware	0.00
Telephone Equipment	<u>5,410.23</u>
Total Fixed Assets	<u>10,832.48</u>
<b>TOTAL ASSETS</b>	<u><u>292,344.50</u></u>

North Carolina Respiratory Care Board  
**Balance Sheet**  
As of June 30, 2016

Jun 30, 16

**LIABILITIES & EQUITY**

**Liabilities**

**Current Liabilities**

**Accounts Payable**

Accounts Payable -4,763.39

Total Accounts Payable -4,763.39

**Other Current Liabilities**

Accrued Vacation 29,539.83

Total Other Current Liabilities 29,539.83

Total Current Liabilities 24,776.44

Total Liabilities 24,776.44

**Equity**

Retained Earnings 190,166.80

Net Income 77,401.26

Total Equity 267,568.06

**TOTAL LIABILITIES & EQUITY** 292,344.50

**North Carolina Respiratory Care Board**  
**Profit & Loss Prev Year Comparison**  
July 2015 through June 2016

	<u>Jul '15 - Jun 16</u>	<u>Jul '14 - Jun 15</u>	<u>\$ Change</u>	<u>% Change</u>
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
Background Check Fees	15,239.00	11,020.00	4,219.00	38.29%
Board Room Rental	0.00	100.00	-100.00	-100.0%
CE Program Approval Fees	9,620.00	9,542.00	78.00	0.82%
Civil Penalties	3,882.95	3,100.00	782.95	25.26%
Disciplinary Action Cost	3,850.00	2,050.00	1,800.00	87.81%
<b>License Fees</b>				
Active License Fees	71,100.00	60,805.00	10,295.00	16.93%
Inactive Renewal Fees	1,460.00	1,260.00	200.00	15.87%
Renewal License Fees	335,023.05	332,595.05	2,428.00	0.73%
<b>Total License Fees</b>	<b>407,583.05</b>	<b>394,660.05</b>	<b>12,923.00</b>	<b>3.27%</b>
License Verification Fee	6,020.00	5,815.00	205.00	3.53%
Licensee Database	0.00	100.00	-100.00	-100.0%
Miscellaneous Income	584.00	622.16	-38.16	-6.13%
Replacement Certificate Copies	890.00	1,140.00	-250.00	-21.93%
Subscription to Mailings	500.00	200.00	300.00	150.0%
<b>Total Income</b>	<b>448,169.00</b>	<b>428,349.21</b>	<b>19,819.79</b>	<b>4.63%</b>
<b>Expense</b>				
Background Check Service Fee	15,200.00	16,340.00	-1,140.00	-6.98%
Board Per Diem	3,700.00	3,500.00	200.00	5.71%
Civil Penalty Fund	2,521.65	2,400.00	121.65	5.07%
Contract Labor	4,692.50	16,126.08	-11,433.58	-70.9%
Database Service Fees	5,909.99	4,575.00	1,334.99	29.18%
Depreciation Expense	0.00	1,547.65	-1,547.65	-100.0%
Dues and Subscriptions	1,952.55	871.87	1,080.68	123.95%
Equipment Rental	2,439.44	1,640.43	799.01	48.71%
<b>Insurance</b>				
Business Insurance	1,604.00	1,367.49	236.51	17.3%
Liability Insurance	6,464.00	6,328.00	136.00	2.15%
Medical Insurance	0.00	1,774.17	-1,774.17	-100.0%
NC Workers Compensation	1,092.00	1,097.35	-5.35	-0.49%
<b>Total Insurance</b>	<b>9,160.00</b>	<b>10,567.01</b>	<b>-1,407.01</b>	<b>-13.32%</b>
Internet Service	0.00	1,234.88	-1,234.88	-100.0%
License Application Denial	0.00	0.00	0.00	0.0%
License Application Withdrawn	675.00	250.00	425.00	170.0%
Licensee Refund for Overpayment	229.15	30.00	199.15	663.83%
Miscellaneous	1,812.99	1,896.31	-83.32	-4.39%
Office Supplies	1,853.66	3,264.36	-1,410.70	-43.22%
PayPal Service Charge	10,475.04	10,116.58	358.46	3.54%
Payroll Expenses				

**North Carolina Respiratory Care Board**  
**Profit & Loss Prev Year Comparison**  
July 2015 through June 2016

	<u>Jul '15 - Jun 16</u>	<u>Jul '14 - Jun 15</u>	<u>\$ Change</u>	<u>% Change</u>
Payroll	127,093.14	150,520.66	-23,427.52	-15.56%
Payroll Fee	1,140.00	1,011.20	128.80	12.74%
Tax Draft	54,348.27	61,961.61	-7,613.34	-12.29%
Payroll Expenses - Other	2,858.82	-14,328.99	17,187.81	119.95%
<b>Total Payroll Expenses</b>	<b>185,440.23</b>	<b>199,164.48</b>	<b>-13,724.25</b>	<b>-6.89%</b>
Postage and Delivery	2,092.68	6,286.45	-4,193.77	-66.71%
Printing and Reproduction	1,684.34	1,332.57	351.77	26.4%
Professional Fees				
Accounting	5,800.00	5,500.00	300.00	5.46%
Legal Fees	66,754.42	102,424.78	-35,670.36	-34.83%
<b>Total Professional Fees</b>	<b>72,554.42</b>	<b>107,924.78</b>	<b>-35,370.36</b>	<b>-32.77%</b>
Reconciliation Discrepancies	0.00	0.00	0.00	0.0%
Rent	29,391.17	26,176.47	3,214.70	12.28%
Repairs				
Computer Repairs	0.00	480.38	-480.38	-100.0%
Equipment Repairs	-480.38	494.79	-975.17	-197.09%
<b>Total Repairs</b>	<b>-480.38</b>	<b>975.17</b>	<b>-1,455.55</b>	<b>-149.26%</b>
Telephone and Internet	9,028.93	8,470.85	558.08	6.59%
Travel Expenses				
Meals	1,454.20	2,113.97	-659.77	-31.21%
Mileage	7,929.29	11,926.30	-3,997.01	-33.51%
Other Expense	984.40	1,413.60	-429.20	-30.36%
Room	1,978.94	4,143.69	-2,164.75	-52.24%
<b>Total Travel Expenses</b>	<b>12,346.83</b>	<b>19,597.56</b>	<b>-7,250.73</b>	<b>-37.0%</b>
<b>Total Expense</b>	<b>372,680.19</b>	<b>444,288.50</b>	<b>-71,608.31</b>	<b>-16.12%</b>
<b>Net Ordinary Income</b>	<b>75,488.81</b>	<b>-15,939.29</b>	<b>91,428.10</b>	<b>573.6%</b>
Other Income/Expense				
Other Income				
Interest Income	1,612.45	1,219.56	392.89	32.22%
Other Income	300.00	728.40	-428.40	-58.81%
<b>Total Other Income</b>	<b>1,912.45</b>	<b>1,947.96</b>	<b>-35.51</b>	<b>-1.82%</b>
<b>Net Other Income</b>	<b>1,912.45</b>	<b>1,947.96</b>	<b>-35.51</b>	<b>-1.82%</b>
<b>Net Income</b>	<b>77,401.26</b>	<b>-13,991.33</b>	<b>91,392.59</b>	<b>653.21%</b>