

Review of Occupational Licensing Board Annual Reports (G.S. 93B-2)

Joint Legislative Administrative Procedure Oversight Committee

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February 27, 2024

Overview

Occupational Licensing Boards

- Annual Reports
- Financial Reports

State Agency Licensing Boards

- “Mini” Annual Report

All Licensing Boards

- Annual Report to the Department of Military and Veterans Affairs

Occupational Licensing Boards

- Defined in G.S. 93B-1 (2) as:
 - “Any board, committee, commission, or other agency in North Carolina which is established for the primary purpose of regulating the entry of persons into, and the conduct of persons within, a particular profession or occupation, and which is authorized to issue licenses.”
- Does not include State agencies, staffed by full-time State employees, which as part of their regular functions may issue licenses.
- Commonly referred to as “Independent” Occupational Licensing Boards.

Occupational Licensing Boards

Reports Required by G.S. 93B-2

- Annual Reports | Subsection (a)
- Financial Reports | Subsection (b)

Annual Reports | Subsection (a)

- Basic Information about the Board
- Total Number of Licensees
- Number of Applicants/Licenses Granted
- Licensing Examination
- License by Reciprocity or Comity
- Complaints, Disciplinary Actions, Licenses Suspended/Revoked
- Applicants with Conviction Records
- Applicants who are Active-Duty Military/Military Veterans
- Applicants who are Military Spouses
- Anticipated Legislative Proposals
- Anticipated Rule Changes

Annual Reports | Subsection (a), *continued*

- Must be Submitted Electronically to:
 - Secretary of State
 - Attorney General
 - Joint Legislative Administrative Procedure Oversight Committee
- Due October 31

Financial Reports | Subsection (b)

- The Source and Amount of All Funds Credited to the Occupational Licensing Board
- The Purpose and Amount of All Funds Disbursed by the Occupational Licensing Board during the Previous Fiscal Year

Financial Reports | Subsection (b), *continued*

- Must be Submitted Electronically to:
 - Secretary of State
 - Attorney General
 - Joint Legislative Administrative Procedure Oversight Committee
 - Office of State Budget and Management
- Due October 31

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State Agency Licensing Boards

- “Any State agency staffed by full-time State Employees, which as part of their regular functions issues licenses.”
- G.S. 93B-1 (3) provides a nonexclusive list of State agency licensing boards to which this reporting requirement applies.
- Exemptions:
 - North Carolina Criminal Justice Education and Training Standards Commission
 - North Carolina Sheriff's Education and Training Standards Commission
 - North Carolina Department of Revenue

State Agency Licensing Board | Subsection (e)

“Mini” Annual Reports

- Number of Applicants for License/Licenses Granted
- Applicants with Conviction Records
- Applicants who are Active-Duty Military/Military Veterans
- Applicants who are Military Spouses
- Must be Submitted Electronically to:
 - Secretary of State
 - Attorney General
 - Joint Legislative Administrative Procedure Oversight Committee
- Due October 31

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All Licensing Boards | Subsection (b1)

- Report to the Secretary of the Department of Military and Veterans Affairs:
 - Number of Applicants who are Active-Duty Military/Military Veterans
 - Number of Applicants who are Military Spouses
- Due October 31

Failure to Submit 93B Reports | Subsection (d)

- Joint Legislative Administrative Procedure Oversight Committee is directed to notify any licensing board that fails to submit the reports required by G.S. 93B-2
- Failure of a board to comply with these reporting requirements could result in the suspension of the board's authority to expend funds.

JOINT LEGISLATIVE ADMINISTRATIVE PROCEDURE OVERSIGHT COMMITTEE

Non Standing Committee

Upcoming Meeting:  Tue, 2/27/24 at 2:00 PM  [STREAM](#)

Authority: G.S. 120-70.100; SL95-507 sec. 27.8; HB 230

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93B Reports Available for Public Viewing on the APO Committee Webpage

Current Status: 93B Reports Received

Independent Occupational Licensing Boards

- Reports Received:
 - From over 50 Independent Boards.
- Missing Both Reports
 - State Board of Registration for Foresters
- Missing Annual Report
 - State Board of Environmental Health Specialist Examiners
- Missing Financial Report
 - Behavior Analyst Licensure Board

State Agency Licensing Boards

- Reports Received
 - Department of Health and Human Services (DHHS)
 - Department of Insurance (DOI)
 - Code Officials Qualifications Board
 - Home Inspection Licensure Board
 - Manufactured Housing Board
 - Private Protective Services Board
- Missing Reports
 - From Most of the State Agencies Included Under G.S. 93B-1(3)

Questions ?

Joint Legislative Administrative Procedure
Oversight Committee

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