

**Narrative Information—DA-400**

Division of the Budget  
State of Kansas

Agency: Kansas State Board of Technical Professions, 663

September 13, 2024

Mr. Adam Proffitt, Director  
Director of the Budget  
900 SW Jackson, Suite 504N  
Landon State Office Building  
Topeka, Ks. 66612

Dear Mr. Proffitt,

As Executive Director of the Kansas State Board of Technical Professions, I hereby submit for your consideration the Fiscal Year 2025, 2026, and 2027 budget document for the agency. To the best of my knowledge and belief, the information and explanation included in this budget request are correct and complete.

My staff and I are prepared to provide any additional information which you or our budget analyst may require.

Sincerely,

A handwritten signature in blue ink that reads "Larry Karns". The signature is fluid and cursive, with a long horizontal stroke at the end.

Larry Karns  
Executive Director

Enclosure

**Kansas State Board of Technical Professions  
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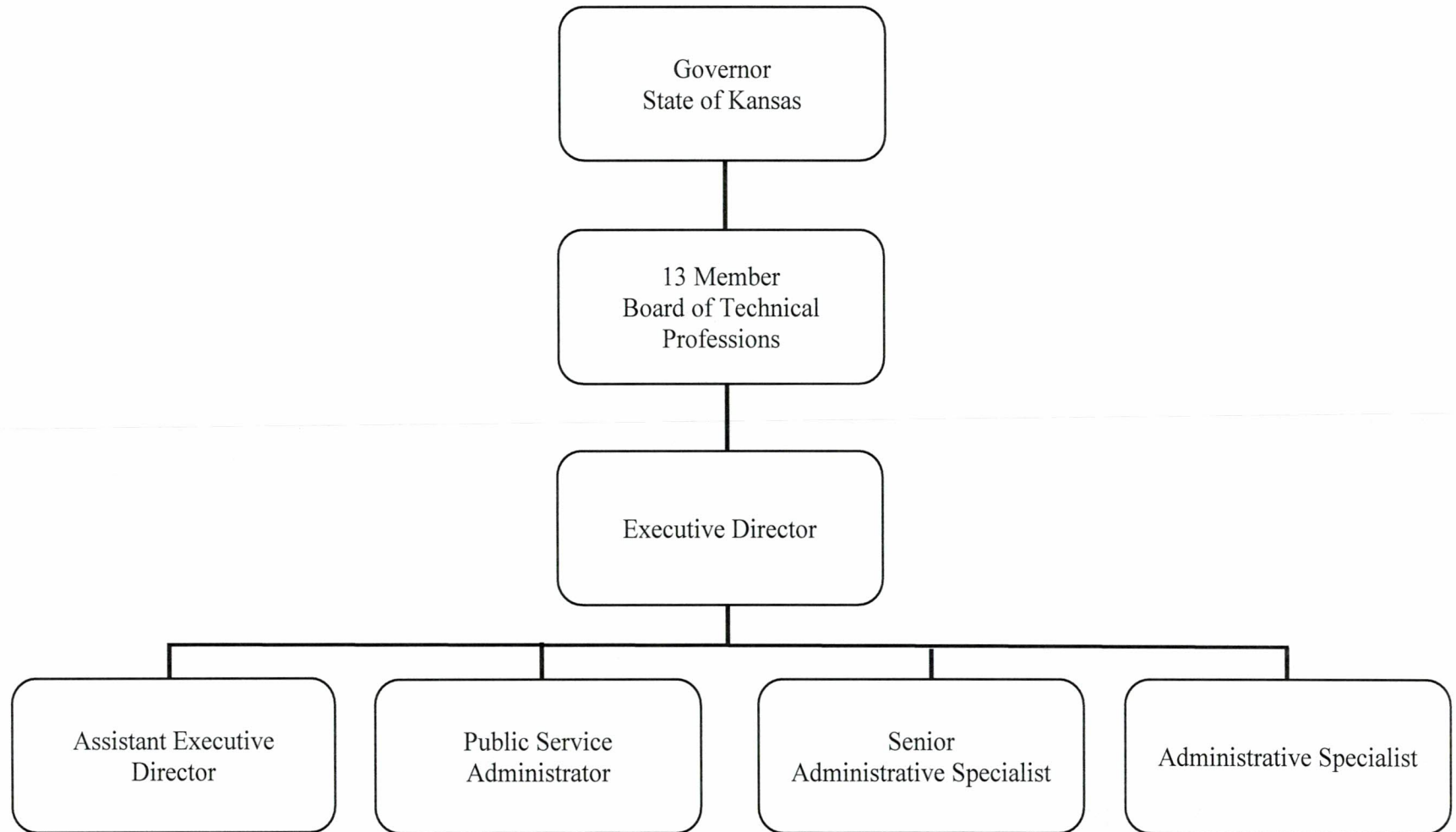
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**Agency Mission**

The mission of the Kansas State Board of Technical Professions is to provide maximum protection of the health, safety, and welfare of the people of Kansas by assuring that the practices of architecture, engineering, geology, landscape architecture and surveying in the state are carried out only by those persons who are proven to be qualified as prescribed the statutes and rules and regulations of the Board of Technical Professions.

**Agency Philosophy**

The Board of Technical Professions will carry out its statutory functions in an effective, fair, and timely manner. The Board believes in approaching its activities with a deep sense of purpose, responsibility and efficiency and will continue to serve the public and the professions of architecture, engineering, geology, landscape architecture, and surveying in a trustworthy manner. The public, industries related to the technical professions, and technical professionals alike can be assured of a balanced and responsible approach to regulation.

Programs Establish to Assist with Agency Mission:

**Licensing, Monitoring, and Regulation of Technical Professions**

- Examine and Certify Intern Engineers, Intern Surveyors, and Intern Geologists
- License, Monitor, and Discipline Architects
- License, Monitor, and Discipline Professional Engineers
- License, Monitor, and Discipline Professional Geologists
- License, Monitor, and Discipline Landscape Architects
- License, Monitor, and Discipline Professional Surveyors
- Certify Business Entities as per statutes

**Statutory History**

In 1976, K.S.A 74-7001 was established by the Legislature to create the Board of Technical Professions by combining the Engineering Examiners Registration Board (including Land Surveyors), the Architects Registration Board, and the Landscape Architects Registration Board. K.S.A. 74-7004 provides that the purpose of the Board of Technical Professions is to establish and maintain a high standard of integrity, skills and practice in the technical professions and to safeguard the life, health, property and welfare of the public.

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The Board is authorized to collect licensing fees, renewal fees and other fees as necessary to administer provisions of K.S.A. 74-7001 et. seq.

In the 1997 Legislature, H.B. 2490 created the licensing of geologists starting July 1, 2000, by the Board of Technical Professions. Effective July 1, 2000, a licensed geologist replaced a public member of the Board.

In the 2009 legislative session, S.B. 349 revised several statutes which included changing the term “land surveyor” to professional surveyor and the term “geologist” to professional geologist. In the 2015 legislative session, the Legislature passed a clean-up bill to address further clarifications.

In July 2015, \$200,000 of the Board of Technical Professions Fee Fund was transferred to the State General Fund. In June 2005 with H.B. 2675, \$549,744 of the Board of Technical Professions Fee Fund was transferred to the State General Fund.

The Board lowered renewal fees in 2010 and in 2012. Biennial renewal fees were raised to \$70 for individuals and \$95 for business entities in 2016.

**Agency Goal:**

The Kansas State Board of Technical Professions shall assure that the technical professions of architecture, engineering, geology, landscape architecture and surveying are practiced only by qualified and at least minimally competent individuals/business entities, and ensure swift, fair, and effective enforcement of the Board of Technical Professions’ Practice Act.

**Objective 1:**

Ensure that only qualified individuals become licensed as Architects, Professional Engineers, Professional Geologists, Landscape Architects and Professional Surveyors to practice a technical profession in Kansas. The Board believes that a proactive position in establishing a high degree of qualification to practice the technical professions protects the public by alleviating subsequent disciplinary problems which may result if individuals were licensed who has lesser qualifications.

**Strategies for Objective 1:**

1. Review and evaluate applications for examination and reciprocity.
2. Administer professional exams.

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- 3. License individuals found to be qualified according to minimum requirements prescribed by law.
- 4. Process renewals for individuals.
- 5. Maintain and retrieve data.

**Performance measures for objective 1**

	<u>FY22</u> Actual	<u>FY23</u> Actual	<u>FY24</u> Actual	<u>FY25</u> Estimated	<u>FY26</u> Estimated
No. of new Intern Surveyor, Engineer & Geologist applications	231	246	261	240	248
Percent of Intern Surveyor & Intern Geologist examinees that passed	60%	80%	80%	80%	80%
No. of new “license by exam application”— Professional Engineers, Professional Geologists, Architects, Landscape Architects & Professional Surveyors	293	299	263	250	257
Percent of exam applicants licensed – Professional Engineers, Professional Geologists, Architects, Landscape Architects & Professional Surveyors	65%	75%	75%	75%	75%
No of comity/reciprocity applications	798	891	921	950	1000
Percent of comity/reciprocity applicants licensed	96%	96%	97%	95%	95%
No. of days for applicant to receive a file status	2	2	2	2	2
<b>NO. OF CURRENT LICENSES:</b>					
Architects	2861	2876	2925	2935	2940
Professional Engineers	12325	12377	13238	13300	13400
Professional Surveyors	542	533	530	540	545
Landscape Architects	332	328	332	340	350
Professional Geologists	529	510	501	540	550
<b>TOTAL</b>	<b>16,589</b>	<b>16,625</b>	<b>17,526</b>	<b>17,655</b>	<b>17,785</b>

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NO. OF RENEWALS (for ½ alphabet)

Architects	1342	1204	1326	1200	1330
Professional Engineers	6409	5364	6643	5365	6650
Professional Surveyors	325	239	305	240	310
Landscape Architects	164	161	156	161	160
Professional Geologists	270	209	260	210	260
<b>TOTAL</b>	<b>8,510</b>	<b>7,177</b>	<b>8,690</b>	<b>7150</b>	<b>8,700</b>

**Objective 2**

Insure that all business entities obtain a certificate of authorization to legally practice a technical profession in Kansas. The Board makes licensees aware of the statutory requirement of having their business entity licensed and keeping the license in good standing through the renewal process. K.S.A. 74-7036 was revised in July 2009 to include all business entities and split the alphabet for renewal windows.

**Strategies for Objective 2:**

1. Inform reciprocity applicants that to practice a technical profession through a business entity, the business entity needs a KSBTP Certificate of Authorization.
2. Provide assistance, review and evaluation of applications for all business entities.
3. License business entities found to be qualified as prescribed by law.
4. Publish web page and newsletter articles dealing with compliance of Statutes for business entities.
5. Process renewals for business entities.
6. Maintain and retrieve data.
7. Insure that applications are acted upon in a timely manner.

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**Performance measures for objective 2**

	<u>FY22</u> Actual	<u>FY23</u> Actual	<u>FY24</u> Actual	<u>FY25</u> Estimated	<u>FY26</u> Estimated
NO. OF CURRENT CERTIFICATES					
Architecture Business Entities	662	664	680	660	685
Engineering Business Entities	1856	1875	1949	1875	1950
Surveying Business Entities	188	184	184	185	184
Landscape Architecture Business Entities	71	69	71	70	71
Geology Business Entities	79	76	73	75	73
<b>TOTAL</b>	<b>2,856</b>	<b>2,868</b>	<b>2,957</b>	<b>2,865</b>	<b>2963</b>
Number of Business Entity Applications	218	202	214	210	210
Number of days for a business entity to receive a file status report	2.0	2.0	2.0	2.0	2.0
Percent of business entity applications certified	98%	98%	95%	96%	97%
Number of business entities renewing	1098	1484	1128	1484	1128

**Objective 3**

The Board believes that only qualified persons should continue to be licensed in Kansas. Licensees are renewed every two years. As a result of the passage of H.B. 2138 in 1995, the Board adopted rules and regulations to require continuing education to monitor the continued professional development of all licensees.

**Strategies for Objective #3:**

1. Inform licensees of continuing education requirements.
2. Respond to inquiries concerning continuing education requirements.
3. Conduct compliance review of continuing education requirements on all license renewals.
4. Conduct compliance review of continuing education requirements on all reinstatement applications.
5. Conduct compliance review of continuing education requirements on all return to practice applications.
6. Audit the required number of licensees during the renewal process.



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**Performance measures for objective 3**

	<u>FY22</u> Actual	<u>FY23</u> Actual	<u>FY24</u> Actual	<u>FY25</u> Estimated	<u>FY26</u> Estimated
Days of staff time provided to individuals who need assistance with the continuing education process	90	90	90	100	100
Percent of licensees audited	0%	3%	3%	3%	3%
No. of days per year staff and Board spend on audit process	0	100	100	110	110
Number of licensees audited	0	167	211	167	211
Number of renewal applications reviewed for continuing education	0	167	211	167	211

**Objective 4**

To ensure effective enforcement of the Board of Technical Professions' Practice Act, and insure due process for any such reported violations.

**Strategies for Objective #4:**

1. Investigate reported violations of the Board of Technical Professions' Practice Act.
2. Reach final resolution of violations investigated.
3. Increase awareness on the part of the public and technical professions through web page and newsletter reporting information regarding the Board's laws and any infractions of the Board's Practice Act.

**Performance measures for Objective 4**

	<u>FY22</u> Actual	<u>FY23</u> Actual	<u>FY24</u> Actual	<u>FY25</u> Estimated	<u>FY26</u> Estimated
Percent of cases completed during Fiscal Year resulting in disciplinary action	24%	20%	10%	25%	25%
No. of unresolved files carried forward from previous years	7	5	9	10	10
No. of new inquiries received in fiscal year	46	57	94	80	80

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Total No. of files closed in fiscal year (includes a, b, and c)	37	56	92	40	40
(a) No. of files closed with no action taken	27	53	52	30	30
(b) No. of files closed with Informational correspondence, no formal discipline	2	1	30	2	2
(c) No. of files closed with formal disciplinary action	8	2	10	7	7
No. of files remaining open where, disciplinary action taken, terms not yet met	0	2	2	2	2
No. of new inquiries with disciplinary action in the same fiscal year	3	2	5	5	5
No. of licenses revoked or surrendered as a result of disciplinary action	0	0	0	0	0
No. of formal hearings held	1	0	0	0	0
No. of complaint committee meetings held	5	5	5	5	5

**Explanation of receipts estimates**

Comity Applicants	FY 2023			FY 2024			FY 2025			FY 2026		
	No.	Fee	Actual Totals	No.	Fee	Actual Totals	No.	Fee	Estimated Totals	No.	Fee	Estimated Totals
Arch	161	250	40,250	168	250	42,000	165	250	41,250	170	250	42,500
LA	12	250	3,000	20	250	5,000	16	250	4,000	20	250	5,000
PS	14	250	3,500	17	250	4,250	15	250	3,750	17	250	4,250
PE	697	250	174,250	706	250	176,500	700	250	175,000	700	250	175,000
GEO	7	250	1,750	10	250	2,500	8	250	2,000	10	250	2,500
Sub-Total	891		222,750	921		230,250	904		226,000	917		229,250

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Exam Applicants	No.	Fee	Actual Totals	No.	Fee	Actual Totals	No.	Fee	Estimated Totals	No.	Fee	Estimated Totals
Arch	25	60	1,500	21	60	1,260	25	60	1,500	30	60	1,800
LA	4	60	240	2	60	120	3	60	180	3	60	180
PS	7	60	420	9	60	54	8	60	480	9	60	540
PE	248	60	14,880	270	60	16,200	259	60	15,540	260	60	15,600
GEO	15	60	900	17	60	1,020	16	60	960	17	60	1,020
Sub-Total	299		17,940	319		19,140	273		16,380	319		19,140

Reinstatements	No.	Fee	Actual Totals	No.	Fee	Actual Totals	No.	Fee	Estimated Totals	No.	Fee	Estimated Totals
Arch	61	100	6,100	45	100	4,500	53	100	5,300	50	100	5,000
LA	2	100	200	7	100	700	5	100	500	4	100	400
PS	2	100	200	8	100	800	5	100	500	5	100	500
PE	117	100	11,700	146	100	14,600	132	100	13,200	131	100	13,100
GEO	2	100	200	4	100	400	3	100	300	3	100	300
Business Entities	54	100	5,400	67	100	6,700	60	100	6,000	60	100	6,000
Sub-Total	238		23,800	210		27,700	258		34,600	253		25,300
<b>Comity/Reinstat/Exam Total</b>	<b>1,428</b>		<b>264,490</b>	<b>1,450</b>		<b>277,090</b>	<b>1,435</b>		<b>276,980</b>	<b>1,489</b>		<b>273,690</b>

Renewals*	No.	Fee	Actual Totals	No.	Fee	Actual Totals	No.	Fee	Estimated Totals	No.	Fee	Estimated Totals
Arch	1,204	70	84,280	1,326	70	92,820	1,265	70	88,550	1,350	70	94,500
LA	161	70	11,270	156	70	10,920	160	70	11,200	158	70	11,060
PS	239	70	16,730	305	70	21,350	235	70	16,450	305	70	21,350
PE	5,364	70	375,480	6,643	70	465,010	5,360	70	375,200	6,640	70	464,800
GEO	209	70	14,630	260	70	18,200	200	70	14,000	250	70	17,500
Late Fee	442	20	8,840	510	20	10,200	440	20	8,800	500	20	10,000
Business Entities	1,484	95	140,980	1,128	95	107,160	1,400	95	133,000	1,100	95	104,500
<b>Renewal Revenue Total</b>	<b>9,103</b>		<b>652,210</b>	<b>10,328</b>		<b>725,660</b>	<b>9,060</b>		<b>647,200</b>	<b>10,303</b>		<b>723,710</b>

<b>New Business Entity</b>	<b>202</b>	<b>170</b>	<b>34,340</b>	<b>205</b>	<b>170</b>	<b>34,850</b>	<b>203</b>	<b>170</b>	<b>34,510</b>	<b>200</b>	<b>170</b>	<b>34,000</b>
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Replacements	No.	Fee	Actual Totals	No.	Fee	Actual Totals	No.	Fee	Estimated Totals	No.	Fee	Estimated Totals
Certificates	19	20	380	17	20	340	20	20	400	20	20	400
<b>Total 2110 Receipts</b>			954,698			943,177			955,000			945,000
Less 10% to SGF			95,444			94,289			95,500			94,500
Difference			859,254			848,888			859,500			850,500
Refunds/Transfers to SGF												
<b>Net Fee Fund 2729</b>			<b>859,254</b>			<b>848,888</b>			<b>859,500</b>			<b>850,500</b>

\*Renewal Fees increased to \$70 for individuals and \$95 for business entities on January 1, 2016.

\*\*Includes New and Retake Examinees

Civil Fees												
100% to SGF			0.			8,000			2,000			2,000

**OVERVIEW OF AGENCY BUDGET AT EACH BUDGET LEVEL**

**Current Year:**

The Board will continue to administer the technical professions of architecture, engineering, geology, landscape architecture, and surveying by granting a license to practice for individuals who have proven minimum competency through the statutory requirements of education, experience, and examination, and the practice of technical professions by business entities. The Board staff will continue to administer the Kansas State Specific Exam required for Professional Surveyor applicants.

The Board is continuing to be proactive in the process of licensure and review of continuing education. The Board will continue their investigative work for the purpose of enforcing the Board’s Practice Act.

**FY 2025, FY 2026 and FY 2027**

Within the current service level allocation, the Board will continue to administer the technical professions of architecture, engineering, geology, landscape architecture and surveying by granting a license to practice for individuals who have proven minimum competency through the statutory requirements of education, experience, and examination, and the practice of technical professions by business entities. The Board will continue to be proactive in the process of licensure and review of continuing education. The Board will also

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regulate the technical professions by investigating all inquiries and complaints regarding the practice of a technical profession brought forth by the general public or other licensees, and will take appropriate disciplinary action or instigate criminal prosecution for any violations. The current appropriated level for FY 25 is \$853,390 and the board is not requesting an increase. FY 26 request is \$890,319 and FY27 request is \$906,120

Application – All exam costs are paid by the applicant directly to the exam vendor. There is a \$60 fee to process the by Exam application for all professions. Future exam fees are subject to change dependent upon the vendor. The comity application fee for all professions is \$250 and the Certificate of Authorization for a Business Entity application fee is \$170.

Renewal – All renewal fees are due biennially (every two years). The Board lowered renewal fees in 2010 and in 2012. Renewal fees were raised in 2016 to \$70 for individuals and \$95 for business entities. The renewal fees continue at this level.

Reinstatement – The reinstatement fee for an individual license or a business entity is \$100 (K.S.A. 74-7025).

Replacement – To replace a lost, destroyed or mutilated license or certificate, replacement fees are specifically established by statute at \$20 each (K.S.A. 74-7045).

Reissue – To reissue a suspended or revoked individual or business entity license or certificate, reissue fees are specifically established by statute at \$100 for individual and \$150 for business entity certificate (K.S.A. 74-7026 (5)(c)).

Civil Fines – K.S.A. 74-7039 authorizes the Board of Technical Professions to assess civil fines against any person or entity for violations of the statutes, rules and regulations or orders enforceable by the board in any amount not to exceed \$5,000 for the first violation, \$10,000 for the second violation, and \$15,000 for the third violation and each subsequent violation. **In FY 2024, the board collected \$8,000.00 in civil fines.**

### **Object Code 51000: Salaries and Wages**

The 5 positions allocated to the agency provide for licensure, regulation, and discipline of technical professionals who violate the statutes, rules and regulations of the Board of Technical Professions. The Executive Director heads the agency with the assistance of an Assistant Executive Director, Public Service Administrator, and one Senior Administrative Specialist and one Administrative Assistant. The Board of Technical Professions meets five times a year to make decisions and to set direction for the staff.

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**Current year**-The amount of \$458,892 has been funded for the 5 full time positions.

**FY 2026** -The amount of \$463,569 represents the amount needed to maintain staffing positions.

**FY 2027** -The amount of \$457,220 represents the amount needed to maintain staffing positions.

**Object Code 52000-52900: Contractual Service**

One of the Agency's most important functions is the enforcement program which provides protection for the public's health, safety and welfare. Pursuant to K.S.A. 74-7008, the Board enters into contracts for legal counsel and technical investigators. The investigators are licensed in a technical profession and serve as technical experts and witnesses in providing evidence for the Board.

Based on previous year expenditures and allowing for cost increases, the request includes the costs of printing certificates for professional licenses and certificates of authorization. The request also includes expenditures for postage to mail renewal notices, exam score notifications, licenses and other pieces of official correspondence. Travel expenditures are included for in-state board meetings and hearings as well as funding for attending out-of-state national council conferences for the five professions.

Other general expenditures in this object code have been adjusted according to the budget indices including office rent, repairing and servicing office equipment, national council memberships, court reporting services, OITS services on the KS LOC system, cybersecurity and hosting of the agency System Automation Enterprise licensure software.

Expenditures in this object code include \$2,000 for official hospitality which will continue through FY25, FY26 and FY27. This fund is utilized to provide outreach to licensees regarding statute updates, changes to continuing education requirements and promotion of the technical professions. Along with outreach, the fund provides a box lunch for the 13 board members during our five meetings each year. The meetings have always been a working lunch. With few of the appointed board members residing in Topeka, they would not complete all their tasks in one day if required to take a lunch break.

FY25 did not include a social media expenditure. The Board voted to increase contractual services by \$30,000 for social media expenditures in FY26. The Board voted to continue the \$30,000 social media expenditure into FY27 under 529900.

FY 2025 Current Resources - \$383,413 allows the agency to maintain current programs.

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FY 2026 Resources – \$411,050 allows the agency to maintain current programs.

FY 2027 Resources - \$432,200 allows the agency to maintain current programs.

**Object Code 53000-53900: Commodities**

The agency has expenditures in this category for supplies related to the operation of agency functions.

FY 2025 Current Resources - \$5,585 represents an amount for maintaining current service levels.

FY 2026 Resources - \$5,200 represents an amount for maintaining current service levels.

FY 2027 Resources - \$5,200 represents an amount for maintaining current service levels.

**Object Code 54000: Capital Outlay**

The agency maintenance schedule for desktop computers and data storage is important for operational purposes. Capital Outlay funds have been set in the amount of \$5,500 for current FY 2025, \$10,500 for FY 2026 and \$11,500 for FY 2027 to continue providing computer and storage equipment on a scheduled cycle, as well as providing needed equipment for anticipated computer-based testing needs of exams administered by office staff. FY 2026 Capital Outlay was increased with the prospect of having to purchase additional office equipment for an assistant executive director. FY 2027 continued with the increase with the possible changes to the office equipment set up.