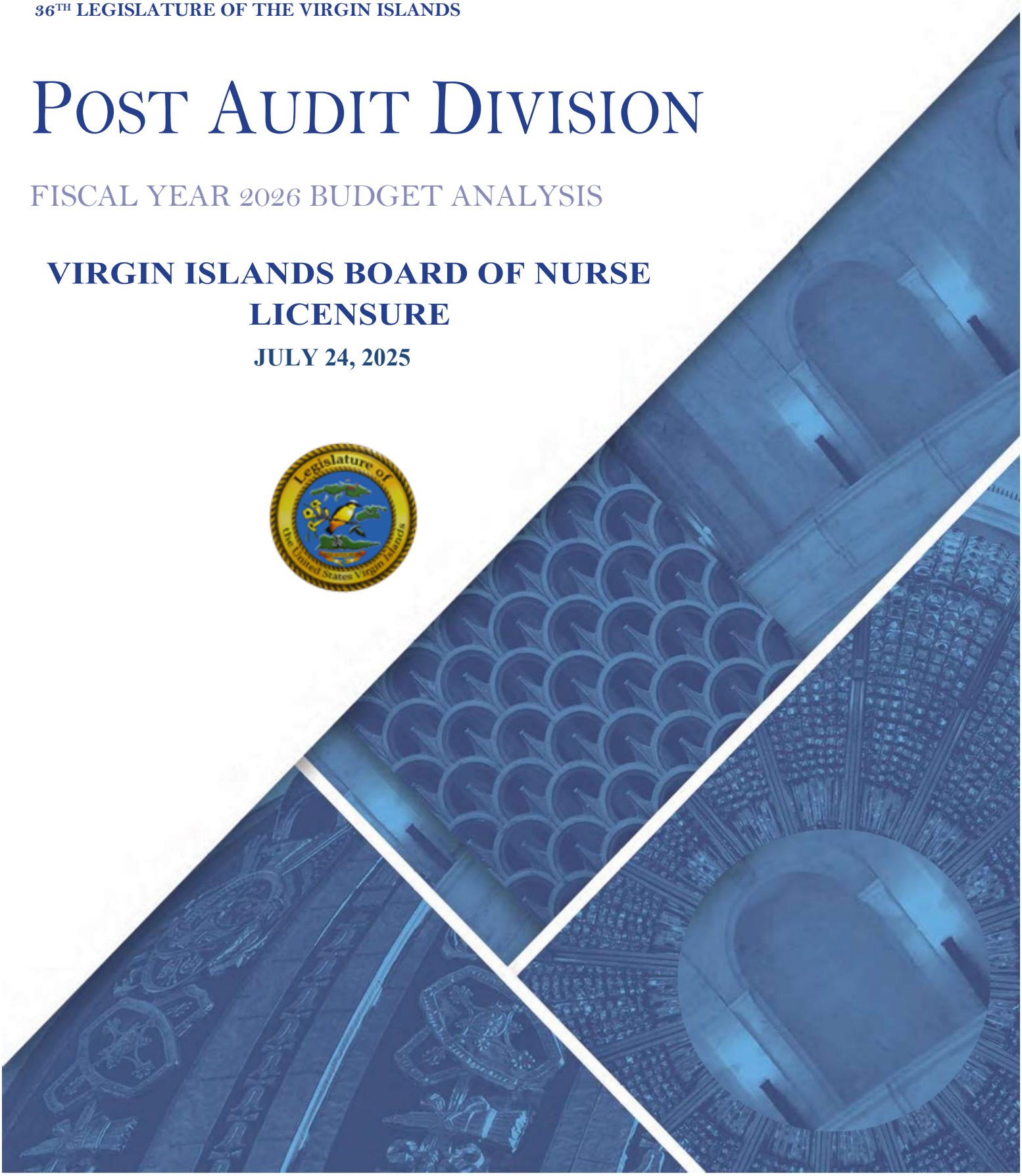
COMMITTEE ON BUDGET, APPROPRIATIONS & FINANCE
36TH LEGISLATURE OF THE VIRGIN ISLANDS

POST AUDIT DIVISION

FISCAL YEAR 2026 BUDGET ANALYSIS

VIRGIN ISLANDS BOARD OF NURSE LICENSURE

JULY 24, 2025



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DEPARTMENT'S OVERVIEW

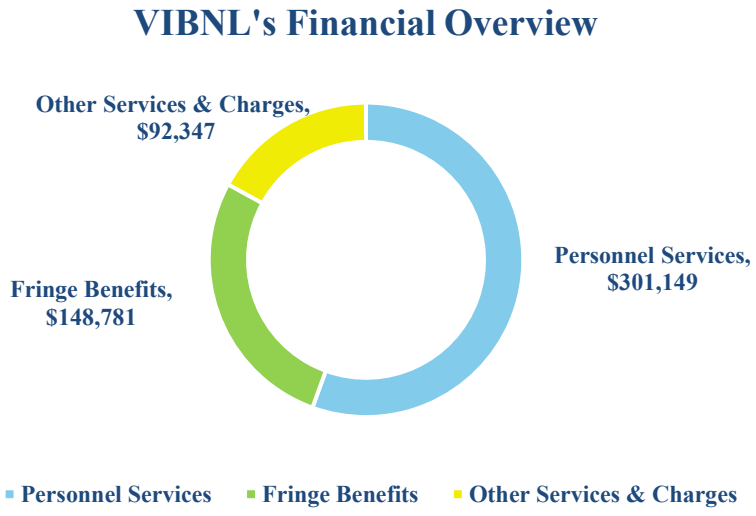
On January 12, 1982, Act No. 4666, enacted by the fourteenth Legislature of the Virgin Islands, consolidated the Board of Nurse-Midwives and the Board of Nurse Examiners, to form what is known as the *Virgin Islands Board of Nurse Licensure (VIBNL*). Additional enabling legislation is provided in Title 3, Chapter 23 § 415 of the Virgin Islands Code (VIC). VIBNL was established to regulate the education, credentialing, and practice of Registered Nurses (RN) and Licensed Practical Nurses (LPN). According to the regulations of the agency Advance Practice Registered Nurses (APRN) are deemed highly qualified and are granted prescriptive authority. Additionally, Certified Nursing Assistants (CNAs) are subject to professional development and disciplinary actions by the Board.

The mission of the Virgin Islands Board of Nurse Licensure is to establish and promote effective policies and standards for nursing education, practice, and professional conduct to ensure public safety.

Nurse Practice Act (NPA): The 1982 Nurse Practice Act has been updated and forwarded for legislative review.

VIBNL AT A GLANCE

The Virgin Islands Board of Nurse Licensure received an appropriation of **$846,078** for FY 2025. As of June 30th, the Virgin Islands Board of Nurse Licensure received **$705,038** in allotments.



As reported by the VIBNL, expenditures through June 30, 2025, are as follows:

Virgin Islands Board of Nurse Licensure	As of June 30, 2025
Personnel Services	$ 301,149
Capital Projects	-
Fringe Benefits	148,781
Supplies	-
Other Services & Charges	92,347
Utilities	-
Total Expenses	**$ 542,277**

Exhibit I

Exhibit II contains an update on the status of key initiatives:

FY 2025 INITIATIVES	UPDATE
2025 St. Croix Food and Agricultural Fair	The Board conducted an outreach effort on St. Croix to the nurses and community.
Nurse Practice Act (NPA)	The 1982 Nurse Practice Act has been revised & submitted for legislative review.
CE Broker Contract	Contract was completed by OPCMR (Dept. of Health) and submitted to Property & Procurement for approval.
Fully launched Optimal Regulatory Board System (ORBS) Online services for all nursing assistants and professional nurses	All stakeholders can now electronically log on to the online portal to access any licensee information and submit all applications.
New office relocation expanded with a training room and testing site on St. Thomas	Relocation complete; Began renovations to host nursing assistant exams.
First Annual Nurses Appreciation Brunch	Successfully launched on both St. Thomas on May 21, 2025, and St. Croix on May 29, 2025, to express our gratitude and recognition of all nurses' dedication and hard work in the territory.
VIBNL and AeroMD Partnership	Established a new scholarship 2025-2026 for two thousand dollars ($2,000) per district. $1,000 each which will be awarded to two (2) Juniors and two (2) Seniors enrolled in UVI's Nursing Program.
Electronic records scanning	A grant awarded by the National Council of State Boards of Nursing to scan, shred, and upload 3,053 files (initially 1,500) to the ORBS Database was completed by MedCred Plus.
National Council State Boards of Nursing (NCSBN)	Consists of two (2) phases: Phase 1: Completed, Vendor will be paid directly by NCSBN Phase 2: Pending Approval

Exhibit II

- A total of one thousand eight hundred sixty-nine (1,869) nurses were licensed through the board.
- The National Council State Boards of Nursing (NCSBN) awarded financial assistance to digitize and upload all current and available nursing records.

FUND FLOW ANALYSIS

The Board's Fiscal Year 2025 fund flow analysis outlines the VIBNL's budget across five key components: appropriations, allotted amount, obligations, expenditures and balance available; and notes that the obligations reflect commitments made through June 30, 2025.

Dept.	Fund Source	Appropriation	Allotted as of June 30, 2025	Obligated as of June 30, 2025	Expended as of June 30, 2025	Balance	Remarks
VIBNL	General	$846,078	$705,038	$648,930	$542,277	$303,801	$141,040 unallotted

Exhibit III

The Virgin Islands Board of Nurse Licensure received a General Fund appropriation of **$846,078** for Fiscal Year 2025. As of June 30, 2025, the VIBNL received **$705,038** in allotments, representing **83%** of its total appropriation.

Of the allotted amount:

- **$542,277** (or 77% of the allotted funds and 64% of the total appropriation) has been expended as of June 30, 2025.

VIBNL currently has an unspent balance of $303,801, which includes:

- Unallotted funds: **$141,040, or 17%** of the total appropriation.

FISCAL YEAR 2026 BUDGET SUMMARY

The Governor has recommended a lump sum budget of **$856, 373** for the Virgin Islands Board of Nurse Licensure for FY 2026. Budgeted under the Department of Health, the Governor's recommendation represents an increase of **$10,295** above FY 2025 appropriation of **$846,078**. **Exhibit IV** provides a three-year financial summary comparing General Fund recommendations as presented in the FY 2026 Executive Budget.

Description	FY 2024 Actuals	FY 2025 Revised Budget	FY 2026 Recommended	Variance	% Chg
General Fund:					
Personnel Services	$ 358,575	$ 483,287	-	$ (483,287)	(100%)
Fringe Benefits	185,620	240,174	-	(240,174)	(100%)
Supplies	2,773	-	-	-	-
Other Services & Charges	147,534	122,617	-	(122,617)	(100%)
Utilities	3,731	-	-	-	-
Capital Projects	9,978	-	-	-	-
Lump Sum Payment	-	-	$ 856,373	856,373	100%
Total General Fund	**$ 708,211**	**$ 846,078**	**$ 856,373**	**$ 10,295**	**1%**

Exhibit IV

However, the Board has submitted a request for **$846,078**, which remains in line with its FY 2025 appropriation.

VI Board of Nurse Licensure FY 2026 Requests:	
Personnel Services	$ 483,287
Fringe Benefits	240,318
Supplies	0
Other Services & Charges	122,473
Utilities	0
Capital Projects	0
VIBNL FY 2026 Requests	**$ 846,078**

Exhibit V

PERSONNEL SERVICES

The Board submitted FY 2026 General Fund projections for Personnel Services in the amount of **$483,287**, reflecting a difference of **$2,713** from the Personnel Listing received by the Office of Management & Budget for **$486,000** *(see Appendix I.). Exhibit V* displays the Board's FY 2026 budget request in comparison to their FY 2025 submission, as presented in *Exhibit VI.*

VIBNL			Position Classification					
Fiscal Year 2026			Unclassified		Classified			Adjustments
Fund Name	Pos #	FY 2026 Budget	Pos #	Total	Pos #	Total		Total
General Fund – 0100	8.00	$ 486,000	8.00	$ 486,000	-	-		-
Grand Total	**8.00**	**$ 486,000**	**8.00**	**$ 486,000**	**-**	**-**		**-**

Exhibit V

VIBNL			Position Classification					
Fiscal Year 2025			Unclassified		Classified			Adjustments
Fund Name	Pos #	FY 2025 Budget	Pos #	Total	Pos #	Total		Total
General Fund – 0100	8.00	$ 483,287	7.00	$ 449,000	1.00	$ 34,287		-
Grand Total	**8.00**	**$ 483,287**	**7.00**	**$ 449,000**	**1.00**	**$ 34,287**		**-**

Exhibit VI

According to information presented by OMB, there are no reported vacancies for FY 2026. There's a total of eight (8) unclassified positions, all under the General Fund. For FY 2025, the Administrative Assistant position was the only classified one which became classified in FY 2026.

- The Executive Director's salary was increased from **$98,000** to **$105,000** in Fiscal Year 2026. ***This resulted in a $7,000 salary raise.***
- No positions are currently federally funded.

OTHER SERVICES & CHARGES

Exhibit VII presents a comparative analysis of expenditures for both Fiscal Years 2024 and 2025, as well as the projected budget for Fiscal Year 2026 as presented by the Virgin Islands Board of Nurse Licensure.

Description	FY 2024 Expenditures	FY 2025 Revised Budget	FY 2026 Projection	Variance	% Change
0100-General Fund					
Professional Services	$ 17,080	$ 10,800	$ 16,150	$ 5,350	472%
Communication	69,980	2,003	-	(2,003)	(100%)
Travel	525	-	-	-	-
Travel/Cash Advance	840	-	-	-	-
Transportation-Not Travel	4,500	-	-	-	-
Advertising & Promotion	135	-	-	-	-
Printing & Binding	-	-	-	-	-
Insurance	-	-	-	-	-
Repairs & Maintenance	18,992	2,889	-	(2,889)	(100%)
Automotive Repair & Maintenance	34,143	72,180	-	(72,180)	(100%)
Rental of Land/Building	79	-	106,323	106,323	100%
Rental Machines/Equipment	-	-	-	-	-
Security	-	-	-	-	-
Other Services NOC	1,260	-	-	-	-
Credit Card Expenses	-	4,475	-	(4,475)	(100%)
All Other	-	-	-	-	-
Total 0100-General Fund	**$ 147,534**	**$ 92,347**	**$ 122,473**	**$ 30,126**	**33%**

Exhibit VII

LEASES /RENTAL

Exhibit VIII lists all properties currently leased by VIBNL.

Lessor	Address	Funding Source	Annual Rent	Terms
Grupo Edifica Corporation	Suite 201 4600 Charlotte Amalie St. Thomas, VI, 00823	General Fund	$86,595	July 1, 2023-June 30, 2028
Golden Orange Centers, Inc.	6000 Estate Charlotte Amalie Ft. Myler Commercial Center Second Floor Suite 6/PO Box 7020 St. Thomas, VI, 00801	General Fund	$19,728	September 1, 2022-August 31, 2027
			$ 103,323	

Exhibit VIII

PROFESSIONAL SERVICES CONTRACTS

Displayed below are the Virgin Islands Board of Nurse Licensure Professional Service Contracts for Fiscal Year 2026.

Vendor Name	Type Of Service	Period	Funding Source	FY 2026 Amount	Allocation Amount
Prosperity Cleaning Specialist	Janitorial Services, STX	10/1/2024-09/30/2025	General	$20,760	$18,360
Real Tech Exterminating, LLC	Exterminating Services, STX	10/1/2024-09/30/2025	Revolving	$600	$600
Virgin Islands Cleaning Services Enterprise, LLC	Janitorial Services, STT	10/1/2024-09/30/2025	Revolving	$21,240	$21,240
Oliver Exterminating of St. Thomas, Inc.	Exterminating Services, STT	10/1/2024-09/30/2025	Revolving	$900	$900
TOTAL: 4				**$43,500**	**$41,100**

Exhibit IX

VEHICLE LISTING

VIBNL has a total of five (5) vehicles, two (2) vehicles on St. Croix and three (3) on the islands of St. Thomas and St. John. For Fiscal Year 2026, the Board has expended **$2,373** in gas and **$7,096** for maintenance**.**

Year	Make	Model	Division	Funding Source	Lease/ Own	Condition	Maintenance Cost FY 2026	Gas Cost	Plate	District
2022	Chevy	Equinox	Compliance Admin. Officer	Local	Own	New	$825	$520	BNL-3	STX
2023	Chevy	Equinox	Executive/Operations Director	Local	Own	New	$981	$500	BNL-4	STX
2023	Ford	Edge	Executive Director	Local	Own	New	$1,875	$667	BNL-1	STT/STJ
2021	Chevy	Equinox	Executive Management Officer	Local	Own	Good	$1,560	$94	BNL-2	STT/STJ
2020	Chevy	Equinox	Admin. Specialist	Local	Own	Good	$1,855	$592	BNL-6	STT/STJ
TOTAL: 5							**$7,096**	**$2,373**		

Exhibit X

NURSE LICENSURE REVOLVING FUND

Title 27, Chapter 1, §97(j) (2), Virgin Islands Code, established the Nurse Licensure Revolving Fund. Accordingly: "there is established the Board of Nurse Licensure Revolving Fund in which shall be deposited all monies received in the form of licensee fees and any other related fees by the Board of Nurse Licensure. **Exhibit XI** displays a revenue report of the Nurse Licensure Revolving Fund for FY 2026.

Month	Totals
October	$14,563
November	$5,453
December	$9,440
January	$12,250
February	$12,521
March	$6,180
April	$22,515
May	$19,360
June	$18,998
July	$5,703
YTD Total	**$126,983**

Exhibit XI

OUTSTANDING VENDOR PAYMENTS

The Virgin Islands Board of Nurse Licensure reported that there are no outstanding vendor payments for Fiscal Year 2026.

SUMMARY

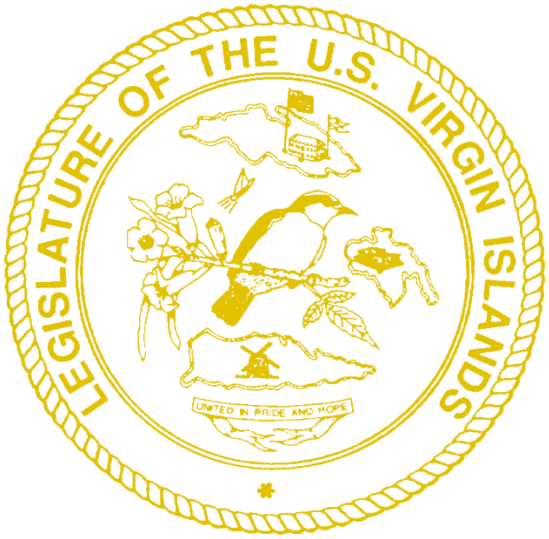
The Governor has recommended a General Fund Lump Sum Appropriation of ***$856,373*** for the Virgin Islands Board of Nurse Licensure during Fiscal Year 2026.

	FY 2026
$856,373	Lump Sum Payment
$856,373	**Governor's General Fund Recommendation**

Theodora Philip, DBA
Post Auditor

APPENDIX I
VIBNL'S PERSONNEL LISTING

Position Name	FY 2025	FTE	FY 2026	FTE
VIBNL				
GENERAL FUND 0100				
UNCLASSIFIED FILLED				
EXECUTIVE DIRECTOR	$ 98,000	1.00	$ 105,000	1.00
EXECUTIVE MANAGEMENT OFFICER	75,000	1.00	75,000	1.00
ADMINISTRATIVE SPECIALIST	43,000	1.00	43,000	1.00
ADMINISTRATIVE SPECIALIST	43,000	1.00	43,000	1.00
OPERATIONS DIRECTOR	80,000	1.00	85,000	1.00
COMPLIANCE ADMINISTRATIVE SPECIALIST	55,000	1.00	55,000	1.00
ADMINISTRATIVE SPECIALIST	-	-	38,000	1.00
ADMINISTRATIVE SPECIALIST	-	-	42,000	1.00
COMPLIANCE ADMINISTRATIVE SPECIALIST	55,000	1.00	-	-
TOTAL UNCLASSIFIED FILLED	**$ 449,000**	**7.00**	**$ 486,000**	**8.00**
CLASSIFIED				
ADMINISTRATIVE SPECIALIST	$ 34,287	1.00	-	-
TOTAL CLASSIFIED FILLED	**$ 34,287**	**1.00**	-	-
TOTAL GENERAL FUND	**$ 483,287**	**8.00**	**$ 486,000**	**8.00**



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