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March 1, 2026

Hon. Aaron Michlewitz, Chair
House Committee on Ways and Means
State House, Room 243
Boston, MA 02133

Hon. Michael J. Rodrigues, Chair
Senate Committee on Ways and Means
State House, Room 212
Boston, MA 02133

Dear Chairman Michlewitz and Chairman Rodrigues:

Pursuant to Section 35V of Chapter 10 of the General Laws, the Division of Occupational Licensure ("DOL") hereby submits its Agency Trust Fund report to the House and Senate Committees Ways and Means.

If you have any questions regarding this report, please feel free to contact our agency for information or assistance.

Respectfully Submitted,

Sarah R. Wilkinson
Commissioner



**REPORT OF THE DIVISION OF OCCUPATIONAL LICENSURE
TO THE HOUSE AND SENATE COMMITTEES ON WAYS AND MEANS
March 1, 2026**

This report to the House and Senate Committees on Ways and Means is submitted by the Division of Occupational Licensure (“DOL”) pursuant to section 35V of Chapter 10 of the General Laws.

Section 35V establishes the Division of Occupational Licensure Trust Fund (“the DOL Trust”). The DOL Trust is funded by revenue from licensure fees, and expenditures from the DOL Trust are used for the administrative costs of operations and programs administered by the agency.

Section 35V calls for the DOL Commissioner to submit an annual report on the following: the revenue credited to the DOL Trust; the amount of DOL Trust expenditures that are attributable to the shared administrative costs of DOL and an explanation of why such administrative costs are necessary; an itemized list of the amount of trust funds expended by board or unit; and an analysis of the services provided based on trust fund expenditures by board or unit, including the manner in which trust fund expenditures assist DOL in meeting its regulatory mandates.

I. DOL BACKGROUND

The Division of Occupational Licensure, formerly known as the Division of Professional Licensure, is located in the Office of Consumer Affairs and Business Regulation. Pursuant to the authorities in Chapters 13 and 112 of the General Laws, DOL supervises and supports the operations of 15 boards of registration and examination that license and regulate a wide range of trades and professions, including barbers and cosmetologists, electricians and plumbers, and architects and accountants, as well as the Office of Private Occupational School Education. DOL also oversees the Office of Public Safety and Inspections, including an additional eleven public safety boards, which do not contribute to the DOL Trust.

The 15 DOL boards of registration and examination that are subject to Section 35V establish and administer the minimum qualifications for entering a licensed trade or profession, regulate the practice of licensees, and take disciplinary action against licenses who violate licensing standards and against non-licensees who practice without a license. Board members are not paid for their service on the board and are generally members of the public appointed by the Governor. DOL provides the centralized services and infrastructure necessary for the boards to function effectively and efficiently. DOL employees include the executive directors of the boards, board counsel, prosecuting attorneys, compliance officers, and hearings officers.

II. DOL TRUST BACKGROUND

The Legislature created the DOL Trust in May of 2002 to help the DOL overcome a substantial backlog of disciplinary cases. Following statewide budget cuts in subsequent years and the repeal

of the DOL sunset provision, the DOL Trust became a permanent source of essential operating funds for DOL, rather than a source of supplemental funding for enforcement.

Revenue for the Trust Fund comes primarily from the retention of licensing fees from the boards of registration and examination, including 50% of licensing fee increases in and after Fiscal Year 1997 and 100% of license fee increases in or after Fiscal Year 2014. Therefore, the percentage per board varies based upon the years that fees were increased.

III. DOL TRUST REVENUE AND EXPENDITURES

In Calendar Year 2025, January 1 – December 31, 2025, the DOL Trust collected \$7,148,203 in revenue, and expenditures totaled \$7,036,380.00. These administrative costs are necessary to carry out the DOL’s duties and functions required by state law.

Because DOL is structured to provide centralized services to the 15 boards and the Office of Private Occupational School Education in the most cost-effective means possible, service delivery is fully integrated. In most cases, any single staff member provides expertise in a business function that serves multiple boards. All administrative, technical and enforcement support services are delivered by centralized units. Executive directors, board counsel, prosecuting attorneys, compliance officers, hearings officers, support staff, and managerial staff work with multiple boards.

As a result, there is no per-board or per-unit chargeback system in place. All expenditures from the trust fund are necessary to support this integrated operational model. These expenditures include salaries/payroll, mailings, administrative costs, license printing and more. An itemized listing of expenditures from 1/1/25 – 12/31/25 has been provided.

CY25 Expenditures - 1/1/2025 through 12/31/2025

Object Class	Description	Amount
AA	Payroll,	2,241,171
BB	Employee related Expenses	126,713
CC	Special Employees/Contracted Services	157,066
DD	Pension & Insurance*	892,042
EE	Admin Expenses *	839,222
FF	Programmatic Facility Operational Supplies	1,191
GG	Space & Energy	1,405,084
HH	Consultant Service Contracts	
JJ	Operational services	50,041
KK	Equipment Purchase	-
LL	Equipment Lease/Rental	34,250
NN	Waste Removal	3,256
UU	Information Technology (IT)	1,286,344
Total		7,036,380

*includes employee fringe benefit rate of **43.44%** and a payroll tax rate of **1.62%**. These rates only apply to federal grants and non-budgetary funds, including trusts

IV. CONCLUSION

While the DOL Trust was originally intended to be temporary, it has become essential to the operation of the agency. Money in the DOL Trust funds portions of everything DOL does. This includes rent and payroll, and it is critical to DOL's continued operations.

DOL and the boards of registration and examination are central to the Commonwealth's economic development and public safety – licensing the people who do the jobs we depend on and holding them accountable when they violate the law – and the agency uses every dollar it has to meet the mission.

DOL respectfully requests the Legislature's continued support as it performs this critical work.

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