

## **EXECUTIVE SUMMARY**

### Board of Employee Leasing Companies

#### General Information

**Meeting Type:** General Board Meeting

**Meeting Date:** April 21, 2004, Sheraton Suites, Tampa, FL

**Board Members:** Celeste Dockery, Chair  
Carlos Rodriguez, Vice Chair  
Kelly Lanza  
Ryan Moore  
Frank Crum, Jr.

**Other Attendees:** Anthony B. Spivey, Executive Director  
Krista Woodard, Government Analyst  
John Rimes, Assistant Attorney General  
Eric Hurst, Prosecuting Attorney

#### **Major Issues/Actions**

During review of applications to change company names, Board Counsel advised the board that it may want to reconsider the rules it observes when an employee leasing company changes its name which may be incorporated, and is now being changed to an LLC. The board was advised that this also changes the structure of the company and the board may want to start reviewing additional information relative to the new change. The board suggested that it will take up the matter for further review at a latter date.

The board members discussed the recent cash sweep regarding the amount of funds deducted from the operating and unlicensed activity accounts. A total of \$938,317 was deducted from the board based on the recent legislative mandate. The board would like to have a history of revenue and expenses for the past two to three fiscal years presented so that the members can discuss whether to reduce fees to maintain a zero cash balance.

The board discussed the UCT-6 form, which is used by the department to determine the annual assessment amount each employee leasing company will pay. Each employee leasing company is required to submit its payroll information to the Department of Revenue (DOR) and submit a copy of the UCT-6 form to the Employee Leasing Board. DOR recently changed its reporting requirements to an online reporting system. It has been discovered that when the employee leasing company submits the information to DOR, an option is provided to print the UCT-6 form.

Some companies are not printing the form before submission; and after submission the form is not available. DOR does not have the capability of retrieving the information provided on the UCT-6 form once it has been transmitted by the employee leasing company. In the interim, staff will provide a UCT-6 form to employee leasing companies requesting one so that the information can be manually posted and submitted to the board. Additionally, staff will contact DOR to send a representative to the next Employee Leasing meeting to discuss the issue.

The probable cause panel reviewed and approved sixteen closing orders in addition to five administrative complaints of which three were found to have probable cause for discipline.

Anthony B. Spivey  
Executive Director  
April 23, 2004