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STATE OF MAINE
ONE HUNDRED AND THIRTY-FIRST LEGISLATURE
COMMITTEE ON STATE AND LOCAL GOVERNMENT

MEMORANDUM

TO: Senator Margaret Rotundo, Senate Chair
Representative Melanie Sachs, House Chair
Joint Standing Committee on Appropriations and Financial Affairs

FROM: Senator Tim Nangle, Senate Chair *TN*
Representative Holly Stover, House Chair *HS*
Joint Standing Committee on State and Local Government

DATE: March 10, 2023

RE: Biennial budget recommendations

On March 7th and March 9th, the Joint Standing Committee on State and Local Government reviewed the budget items in the Governor’s proposed biennial budget, LD 258, pertaining to those state agencies under the committee’s jurisdiction. Attached are the supplemental budget work sheets which indicate the committee’s vote on each initiative and language part.

In summary, the committee voted as follows:

INITIATIVES

Office of the State Auditor, Audit Bureau, 0067

The committee voted unanimously of members present to move **IN** all budget initiatives under the committee’s jurisdiction for the Office of the State Auditor.

Department of Labor, Z287

The committee voted unanimously of members present to move **IN** all budget initiatives under the committee’s jurisdiction for the Department of Labor (Z287).

Department of Administrative and Financial Services

The committee voted unanimously of members present to move **IN** all budget initiatives under the committee’s jurisdiction for the Department of Administrative and Financial Services, with the **following exceptions:**

- Ref #72, #73 and #74, establishing three new positions in the Bureau of Human Resources - the committee voted 6-4 to move **IN** these initiatives.
- Ref #114, establishing two new positions in the Bureau of General Services - the committee voted 6-4 to move **IN** this initiative.
- Ref #168, one-time funding for asset management software system for Central Fleet Management - the committee voted 5-3 to move **IN** this initiative.
- Ref #33, funding one-time funding for asset management software system for Central Services – the committee voted 5-3 to move **IN** this initiative.
- Ref #34, establishing one position in Central Services – the committee voted 6-4 to move **IN** this initiative.
- Ref #174 and #177, establishing five new positions in the Division of Financial and Personnel Services - the committee voted 6-4 to move **IN** these initiatives.
- Ref #181, establishing two new positions in the Division of Financial and Personnel Services – the committee voted 7-3 to move **IN** this initiative.
- Ref #126, #131 and #132, establishing eight new positions in the Office of Information Technology - the committee voted 5-4 to move **IN** these initiatives.
- Ref #52, establishing one position in the Division of Risk Management – the committee voted 5-4 to move **IN** this initiative.
- Ref #90, establishing one position in the Office of the State Controller – the committee voted 5-4 to move **IN** this initiative.
- Ref #190, making permanent one position in the Office of Employee Health, Wellness and Workers Compensation – the committee voted 7-2 to move **IN** this initiative.
- Ref #191, establishing one new position in Office of Employee Health, Wellness and Workers Compensation – the committee voted 5-4 to move **IN** this initiative.

Executive, Governor’s Office, Administration, 0165

The committee voted unanimously of members present to move **IN** all budget initiatives under the committee’s jurisdiction for the Executive Department, Administration, Governor’s Office (0165), with the **following exception:**

- Ref #1436, establishing one Governor’s Special Assistant position - the committee voted 7-4 to move **IN** this initiative.

Office of Innovation and the Future, Z135

The committee voted unanimously of members present to move **IN** all budget initiatives under the committee’s jurisdiction for the Executive Department, Administration, Governor’s Office (Z135), with the **following exceptions:**

- Ref #1459, establishing one Public Service Coordinator II position - the committee voted 7-3 to move **IN** this initiative.
- Ref #1460, funding the work of the Climate Council - the committee voted 7-3 to move **IN** this initiative.

Permanent Commission on the Status of Racial, Indigenous and Tribal Populations, Z319

The committee voted unanimously of members present to move **IN** all budget initiatives under the committee's jurisdiction for the Permanent Commission on the Status of Racial, Indigenous and Tribal Populations (Z319), with the **following exceptions**:

- Ref #3140, establishing one Public Service Coordinator I position - the committee voted 6-3 to move **IN** this initiative.
- Ref #3141, funding a proposed reorganization - the committee voted 6-3 to move **IN** this initiative.

Department of the Secretary of State, Archives, 0050

The committee voted unanimously of members present to move **IN** all budget initiatives under the committee's jurisdiction for the Department of the Secretary of State, with the **following exceptions**:

- Ref #3161, #3162, #3163 and #3164, establishing four new positions with the Maine State Archives - the committee voted 9-3 to move **IN** these initiatives.
- Ref #3165, establishing the limited-period position of the Sesquicentennial Program Coordinator - the committee voted 8-4 to move **IN** this initiative.

Office of the State Treasurer, 0022

The committee voted unanimously of members present to move **IN** all budget initiatives under the committee's jurisdiction for the Office of the State Treasurer, with the **following exceptions**:

- Ref #3230, funding an approved reclassification - the committee voted 11-1 to move **IN** this initiative.
- Ref #3231 and #3233, establishing two new positions - the committee voted 8-4 to move **IN** these initiatives.

New Initiative Road Commission Fund, Department of the Attorney General, Z353

The committee voted unanimously of members present to add **IN** the following initiative:

- Initiative: Provides Other Special Revenue Funds to the Road Commission Fund Z353, in the amount of \$6,000 in each of the two fiscal years, FY 2023-24 and FY 2024-25.

Justification: The initiative provides funds to Maine Abandoned and Discontinued Roads Commission to establish a web presence through the Maine Office of Information Technology on www.maine.gov. The Commission website will provide public access to information and materials developed and collected by the Commission, and will provide public notice of Commission meetings.

LANGUAGE PARTS

The committee voted unanimously of those present to move IN all language parts under the committee's jurisdiction, Parts D, F, G, N, O, P, Q and R.

The committee also voted unanimously of those present to move IN the following language part proposed by the Office of the Secretary of State.

Part __

Department of Administrative and Financial Services and Department of Secretary of State; financing agreements for ongoing modernization of customer service and information services systems. Pursuant to Maine Revised Statutes, Title 4, section 1587, the Department of Administrative and Financial Services, in cooperation with the Treasurer of State, on behalf of the Department of Secretary of State, may enter into financing agreements in fiscal years 2023-24 and 2024-25 for improvements to the department's customer service system, technology infrastructure and data centers; storage and other components; and improved security of personally identifiable information and other confidential data. The financing agreements entered into may not exceed \$5,700,000 in fiscal year 2023-24 and \$2,500,000 in fiscal year 2024-25 in principal costs, 7 years in duration and a 7% interest rate. The annual principal and interest costs must be paid from the appropriate line category appropriations in the Department of Secretary of State accounts.

Thank you for your consideration of our recommendations.

Cc Members, Joint Standing Committee on State and Local Government
Maureen Dawson, OFPR Analyst, AFA Committee
Justin Purvis, Clerk, AFA Committee

Sec. A-1. Appropriations and allocations. The following appropriations and allocations are made.

ADMINISTRATIVE AND FINANCIAL SERVICES, DEPARTMENT OF

Administration - Human Resources 0038

Initiative: BASELINE BUDGET

GENERAL FUND	History 2021-22	History 2022-23	2023-24	2024-25
POSITIONS - LEGISLATIVE COUNT	21.000	22.000	22.000	22.000
Personal Services	\$2,477,025	\$2,642,254	\$2,791,214	\$2,866,357
All Other	\$357,372	\$365,705	\$365,705	\$365,705
GENERAL FUND TOTAL	\$2,834,397	\$3,007,959	\$3,156,919	\$3,232,062

OTHER SPECIAL REVENUE FUNDS	History 2021-22	History 2022-23	2023-24	2024-25
All Other	\$5,000	\$5,000	\$5,000	\$5,000
OTHER SPECIAL REVENUE FUNDS TOTAL	\$5,000	\$5,000	\$5,000	\$5,000

Justification:

The Bureau of Human Resources administers comprehensive human resources and civil service systems in support of State agencies' programs, while ensuring fair and open employment and compensation practices. Major functions of the Bureau includes the administration of the compensation system, monitoring and controlling all transactions that affect payroll and employee status; administration of layoffs; maintenance of official employee records; a system for classification of all positions; recruitment and examination; job referral; employee training and organization development; and insuring that personnel actions, programs, and policies conform to Civil Service law, rules, and policies. In addition to the responsibilities surrounding the administration of the personnel system, the Bureau has other major responsibilities that include the administration of employee relations activities, affirmative action programs, administration and management of the employee health plan, workers' compensation plan administration for Maine State Government, and wellness and safety programs. The Office of Employee Relations(OER) represents Maine State Government as employer and is the Governor's representative in collective bargaining. Responsibilities include contract administration, processing of grievances through Arbitration, representing the State in employee legal matters at the Labor Relations Board and in Court. Also included is the administration of the States' Affirmative Action Plan and Equal Employment activities and laws. OER also participates and oversees investigations into allegations of employee misconduct.

Administration - Human Resources 0038

Initiative: Transfers one Public Service Coordinator I position from the Human Resources program, General Fund to the Financial and Personnel Services Fund program, Internal Service Fund.

Ref. #: 71

Committee Vote: 11-0

AFA Vote: _____

GENERAL FUND	2023-24	2024-25
POSITIONS - LEGISLATIVE COUNT	(1.000)	(1.000)
Personal Services	(\$98,037)	(\$103,271)
GENERAL FUND TOTAL	(\$98,037)	(\$103,271)

Justification:

This initiative will align work effort with appropriate funding for one Public Service Coordinator I position and allow the costs associated with this position to be rebilled to the appropriate agencies that this position supports.

Administration - Human Resources 0038

Initiative: Establishes one Public Service Coordinator II position to provide expertise to the bureau in the legislative and rulemaking processes and provides funding for related All Other costs.

Ref. #: 72

Committee Vote: 6-4

AFA Vote: _____

GENERAL FUND	2023-24	2024-25
POSITIONS - LEGISLATIVE COUNT	1.000	1.000
Personal Services	\$122,487	\$129,126
All Other	\$5,375	\$5,375
GENERAL FUND TOTAL	\$127,862	\$134,501

Justification:

This Initiative establishes one Public Service Coordinator II position, serving as a Policy Analyst, to provide expertise to the bureau in the legislative and rulemaking processes, working closely with the department's legislative liaison, BHR Director, Executive Director of EHW, and Director of Workers' Compensation and provides funding for related All Other costs.

Administration - Human Resources 0038

Initiative: Establishes one Public Service Coordinator I position to provide expertise on classification and compensation and provides funding for related All Other costs.

Ref. #: 73

Committee Vote: 6-4

AFA Vote: _____

GENERAL FUND	2023-24	2024-25
POSITIONS - LEGISLATIVE COUNT	1.000	1.000
Personal Services	\$106,169	\$111,898
All Other	\$5,375	\$5,375
GENERAL FUND TOTAL	\$111,544	\$117,273

Justification:

This Initiative establishes one Public Service Coordinator I position, serving as a Human Resources Analyst, to provide expertise on classification and compensation and provides funding for related All Other costs. This position will help shorten the time for processing overdue employee-initiated FJA filings in order to limit future State liability.

Administration - Human Resources 0038

Initiative: Establishes one Public Service Coordinator II position to perform professional services work in the highly specialized area of diversity, equity, and inclusion and provides funding for related All Other costs.

Ref. #: 74

Committee Vote: 6-4

AFA Vote: _____

GENERAL FUND	2023-24	2024-25
POSITIONS - LEGISLATIVE COUNT	1.000	1.000
Personal Services	\$122,487	\$129,126
All Other	\$5,375	\$5,375
GENERAL FUND TOTAL	\$127,862	\$134,501

Justification:

This Initiative establishes one Public Service Coordinator II position, serving as a Diversity, Equity, and Inclusion Specialist, to perform professional services work in the highly specialized area of diversity, equity, and inclusion and provides funding for related All Other costs.

**ADMINISTRATION - HUMAN RESOURCES 0038
PROGRAM SUMMARY**

GENERAL FUND	History 2021-22	History 2022-23	2023-24	2024-25
POSITIONS - LEGISLATIVE COUNT	21.000	22.000	24.000	24.000
Personal Services	\$2,477,025	\$2,642,254	\$3,044,320	\$3,133,236
All Other	\$357,372	\$365,705	\$381,830	\$381,830
GENERAL FUND TOTAL	\$2,834,397	\$3,007,959	\$3,426,150	\$3,515,066

OTHER SPECIAL REVENUE FUNDS	History 2021-22	History 2022-23	2023-24	2024-25
All Other	\$5,000	\$5,000	\$5,000	\$5,000
OTHER SPECIAL REVENUE FUNDS TOTAL	\$5,000	\$5,000	\$5,000	\$5,000

American Rescue Plan Audit, Controller and Program Management Z302

Initiative: BASELINE BUDGET

	History 2021-22	History 2022-23	2023-24	2024-25
FEDERAL EXPENDITURES FUND - ARP STATE FISCAL RECOVERY				
All Other	\$11,228,561	\$12,766,569	\$7,451,175	\$1,000
FEDERAL EXPENDITURES FUND - ARP STATE FISCAL RECOVERY TOTAL	\$11,228,561	\$12,766,569	\$7,451,175	\$1,000

Justification:

Provides funding for ARP auditing and program management established after passage of the AMERICAN RESCUE PLAN ACT OF 2021.

AMERICAN RESCUE PLAN AUDIT, CONTROLLER AND PROGRAM MANAGEMENT Z302

PROGRAM SUMMARY

	History 2021-22	History 2022-23	2023-24	2024-25
FEDERAL EXPENDITURES FUND - ARP STATE FISCAL RECOVERY				
All Other	\$11,228,561	\$12,766,569	\$7,451,175	\$1,000
FEDERAL EXPENDITURES FUND - ARP STATE FISCAL RECOVERY TOTAL	\$11,228,561	\$12,766,569	\$7,451,175	\$1,000

Budget - Bureau of the 0055

Initiative: BASELINE BUDGET

GENERAL FUND	History 2021-22	History 2022-23	2023-24	2024-25
POSITIONS - LEGISLATIVE COUNT	12.000	12.000	12.000	12.000
Personal Services	\$1,478,056	\$1,502,331	\$1,595,731	\$1,617,507
All Other	\$92,683	\$92,683	\$92,683	\$92,683
GENERAL FUND TOTAL	\$1,570,739	\$1,595,014	\$1,688,414	\$1,710,190

Justification:

The purpose of the Bureau of the Budget is to provide central budget and position planning and control in support of gubernatorial objectives and legislative intent. This purpose represents a balanced approach for carrying out the initiatives of the Executive Department within the limits of legislative oversight to achieve the most effective outcomes within available budget resources. The Bureau has four primary responsibilities which include the following: budget planning and control, revenue forecasting, position planning and control, organizational and management systems analysis. Biennial budgets are analyzed, planned, controlled and submitted to the Legislature for appropriation or allocation by three line categories: Personal Services, All Other and Capital Expenditures. Approved budgets are controlled on a fiscal year basis by quarterly allotments in accordance with the line category appropriation or allocation with allotment revisions by budget order or financial order. Expenditure and revenue forecasting is carried out through the State Budget Officer and as a result of analysis from budget staff. The position control unit is responsible for reviewing and implementing all position actions for all of State Government. Positions are controlled according to legislatively authorized head count , appropriations and allocations and limitations on the use of salary savings during a fiscal year.

Budget - Bureau of the 0055

Initiative: Provides funding for statewide insurance coverage provided through the Department of Administrative and Financial Services, Division of Risk Management based on claims experience, coverage increases, attorney fees on claims, and actuarially recommended reserves.

Ref. #: 79

Committee Vote: 9-0

AFA Vote: _____

GENERAL FUND	2023-24	2024-25
All Other	\$1,000	\$1,000
GENERAL FUND TOTAL	\$1,000	\$1,000

Justification:

The Division of Risk Management within DAFS provides high quality insurance, loss control and claims services to all state agencies, the State's higher education institutions and some quasi-state agencies at the lowest possible cost. The rates are applicable to various insurance lines provided by the State's self-insurance program and have been calculated in accordance with Title 5, section 1733. The 2024-2025 budget includes rate increases in the Tort Policy based on claims experience, coverage increases, attorney fees on claims, and actuarially recommended reserves.

Budget - Bureau of the 0055

Initiative: Provides funding for the Department's share of the cost for the financial and human resources service center within the Department of Administrative and Financial Services.

Ref. #: 80

Committee Vote: 10-0

AFA Vote: _____

GENERAL FUND

All Other

2023-24	2024-25
\$12,500	\$13,000

GENERAL FUND TOTAL

\$12,500	\$13,000
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Justification:

Service Centers within DAFS provide centralized accounting, payroll, budgeting and human resources services to departments and agencies. Service Centers are established as an internal service funds intended to recoup their costs through billings to departments and agencies for services provided. The Service Centers expenses are higher due to negotiated and benefit changes to Personal Services as well as increases in operational costs. This recoupment process results in increased billing rates to departments and agencies.

Budget - Bureau of the 0055

Initiative: Provides funding for the proposed reorganization of one Public Service Coordinator I position from range 21 to range 25 to better align with the Bureau of the Budget's position control responsibilities.

Ref. #: 81

Committee Vote: 10-0

AFA Vote: _____

GENERAL FUND

Personal Services

2023-24	2024-25
\$6,357	\$9,661

GENERAL FUND TOTAL

\$6,357	\$9,661
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Justification:

The Position Control Assistant is one of only two positions dedicated to fulfilling the Bureau of Budget's position control responsibilities for all of State government. The volume and complexity of budgetary and administrative position actions has steadily increased over the past several years. The increased complexity of the duties already assigned to this position requires more advanced knowledge and skill sets than in the past. Reorganizing the position will also provide the Bureau greater flexibility in managing position control workload by assigning additional duties with greater responsibility to the Position Control Assistant.

Budget - Bureau of the 0055

Initiative: Provides funding for statewide technology services provided by the Department of Administrative and Financial Services, Office of Information Technology.

Ref. #: 78

Committee Vote: 10-0

AFA Vote: _____

GENERAL FUND

All Other

2023-24	2024-25
\$3,400	\$3,400

GENERAL FUND TOTAL

\$3,400	\$3,400
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Justification:

MaineIT is responsible for the delivery of safe, secure, and high-performing networks and systems to State Agencies for daily performance of their missions for the citizens of Maine. IT enterprise functions benefitting all state agencies are managed through this office to ensure consistency, volume discount efficiencies, and optimum performance and throughout. MaineIT is established as an internal service fund intended to recoup their costs through billings to departments and agencies for services provided. MaineIT expenses are higher due to negotiated and benefit changes to Personal Services as well as increases in operational costs, including vendor increases, supply chain costs, and network and systems modernization and upgrades. This recoupment process results in increased billing rates to departments and agencies.

**BUDGET - BUREAU OF THE 0055
PROGRAM SUMMARY**

GENERAL FUND	History 2021-22	History 2022-23	2023-24	2024-25
POSITIONS - LEGISLATIVE COUNT	12.000	12.000	12.000	12.000
Personal Services	\$1,478,056	\$1,502,331	\$1,602,088	\$1,627,168
All Other	\$92,683	\$92,683	\$109,583	\$110,083
GENERAL FUND TOTAL	\$1,570,739	\$1,595,014	\$1,711,671	\$1,737,251

Buildings and Grounds Operations 0080

Initiative: BASELINE BUDGET

GENERAL FUND	History 2021-22	History 2022-23	2023-24	2024-25
POSITIONS - LEGISLATIVE COUNT	88.000	89.000	88.000	88.000
Personal Services	\$6,152,797	\$6,217,780	\$6,648,736	\$6,809,471
All Other	\$7,458,970	\$7,316,050	\$7,316,050	\$7,316,050
GENERAL FUND TOTAL	\$13,611,767	\$13,533,830	\$13,964,786	\$14,125,521

OTHER SPECIAL REVENUE FUNDS	History 2021-22	History 2022-23	2023-24	2024-25
All Other	\$711,277	\$711,277	\$711,277	\$711,277
OTHER SPECIAL REVENUE FUNDS TOTAL	\$711,277	\$711,277	\$711,277	\$711,277

REAL PROPERTY LEASE INTERNAL SERVICE FUND	History 2021-22	History 2022-23	2023-24	2024-25
POSITIONS - LEGISLATIVE COUNT	3.000	3.000	3.000	3.000
Personal Services	\$318,705	\$326,046	\$342,323	\$351,252
All Other	\$26,585,877	\$26,585,877	\$26,585,877	\$26,585,877
REAL PROPERTY LEASE INTERNAL SERVICE FUND TOTAL	\$26,904,582	\$26,911,923	\$26,928,200	\$26,937,129

Justification:

The Buildings and Grounds Program provides operations, maintenance, and repair of all State owned facilities in the Augusta area; the Bureau of Alcoholic Beverages and Lottery Operations building and associated grounds in Hallowell; and the Maine Criminal Justice Academy buildings and grounds in Vassalboro (approximately 50 locations totaling 1.6 million SF). This includes day to day operations, preventative maintenance and repair, and response to service calls for all electrical systems, heating, air conditioning and ventilation systems, plumbing, paint and carpentry, grounds work and custodial services, which includes administration of the solid waste disposal contract and the recycling contract. Additionally, the Program provides oversight and management of the integrated pest management program; the fire alarm systems; elevator maintenance, inspection and certification; and the key control program for all State owned facilities in the Augusta area. the Buildings and Grounds Program's Building Control Center (BCC) has statewide responsibility for installation, maintenance, repairs, and monitoring of building security systems for all facilities housing State of Maine employees. The Program employs the personnel and/or administers the contracts for execution of above services, and manages the budget to support all facility needs. Energy consumption and systems/equipment operation is monitored so as to make the best decisions for expenditure of funds. All costs for maintenance, repair and utilities usage are accounted for by facility to allow for better, more effective long term planning.

Buildings and Grounds Operations 0080

Initiative: Provides funding to cover increased utility, repair, and fuel costs for the Bangor Campus.

Ref. #: 113

Committee Vote: 10-0

AFA Vote: _____

OTHER SPECIAL REVENUE FUNDS	2023-24	2024-25
All Other	\$285,000	\$285,000

OTHER SPECIAL REVENUE FUNDS TOTAL

\$285,000

\$285,000

Justification:

This initiative provides funding to cover increased utility, repair, and fuel costs for the Bangor Campus.

Buildings and Grounds Operations 0080

Initiative: Establishes 2 Plant Maintenance Engineer positions for the Bureau of General Services to assist with the maintenance and repair of water, heating and electric systems in state owned facilities.

Ref. #: 114

Committee Vote: 6-4

AFA Vote: _____

GENERAL FUND

POSITIONS - LEGISLATIVE COUNT

Personal Services

2023-24

2,000

\$178,820

2024-25

2,000

\$187,808

GENERAL FUND TOTAL

\$178,820

\$187,808

Justification:

This initiative establishes 2 Plant Maintenance Engineer positions to assist with the maintenance and repair of water, heating and electric systems in state owned facilities.

Buildings and Grounds Operations 0080

Initiative: Provides funding to align allocations with projected expenditures and available resources.

Ref. #: 115

Committee Vote: 10-0

AFA Vote: _____

REAL PROPERTY LEASE INTERNAL SERVICE FUND

All Other

2023-24

\$3,500,000

2024-25

\$3,500,000

REAL PROPERTY LEASE INTERNAL SERVICE FUND TOTAL

\$3,500,000

\$3,500,000

Justification:

This initiative provides funding to align allocations with projected expenditures and available resources.

Buildings and Grounds Operations 0080

Initiative: Provides funding to cover increased utility and fuel costs and to fund contracted services and repair costs.

Ref. #: 112

Committee Vote: 10-0

AFA Vote: _____

GENERAL FUND		2023-24	2024-25
All Other		\$852,600	\$852,600
GENERAL FUND TOTAL		<u>\$852,600</u>	<u>\$852,600</u>

Justification:

This initiative provides funding to cover increased utility and fuel costs and to fund contracted services and repair costs.

**BUILDINGS AND GROUNDS OPERATIONS 0080
PROGRAM SUMMARY**

GENERAL FUND	History 2021-22	History 2022-23	2023-24	2024-25
POSITIONS - LEGISLATIVE COUNT	88.000	89.000	90.000	90.000
Personal Services	\$6,152,797	\$6,217,780	\$6,827,556	\$6,997,279
All Other	\$7,458,970	\$7,316,050	\$8,168,650	\$8,168,650
GENERAL FUND TOTAL	<u>\$13,611,767</u>	<u>\$13,533,830</u>	<u>\$14,996,206</u>	<u>\$15,165,929</u>

OTHER SPECIAL REVENUE FUNDS	History 2021-22	History 2022-23	2023-24	2024-25
All Other	\$711,277	\$711,277	\$996,277	\$996,277
OTHER SPECIAL REVENUE FUNDS TOTAL	<u>\$711,277</u>	<u>\$711,277</u>	<u>\$996,277</u>	<u>\$996,277</u>

REAL PROPERTY LEASE INTERNAL SERVICE FUND	History 2021-22	History 2022-23	2023-24	2024-25
POSITIONS - LEGISLATIVE COUNT	3.000	3.000	3.000	3.000
Personal Services	\$318,705	\$326,046	\$342,323	\$351,252
All Other	\$26,585,877	\$26,585,877	\$30,085,877	\$30,085,877
REAL PROPERTY LEASE INTERNAL SERVICE FUND TOTAL	<u>\$26,904,582</u>	<u>\$26,911,923</u>	<u>\$30,428,200</u>	<u>\$30,437,129</u>

Bureau of General Services - Capital Construction and Improvement Reserve Fund 0883

Initiative: BASELINE BUDGET

	History 2021-22	History 2022-23	2023-24	2024-25
GENERAL FUND				
All Other	\$310,587	\$310,587	\$310,587	\$310,587
GENERAL FUND TOTAL	\$310,587	\$310,587	\$310,587	\$310,587
	History 2021-22	History 2022-23	2023-24	2024-25
OTHER SPECIAL REVENUE FUNDS				
All Other	\$645,000	\$645,000	\$645,000	\$645,000
Capital Expenditures	\$15,000,000	\$15,000,000	\$0	\$0
OTHER SPECIAL REVENUE FUNDS TOTAL	\$15,645,000	\$15,645,000	\$645,000	\$645,000

Justification:

The purpose of the fund is to maintain control and accountability over the receipt and expenditure of funds earmarked for major capital improvements, repairs, and renovation of state government owned facilities to include the cost of planning for these projects.

Bureau of General Services - Capital Construction and Improvement Reserve Fund 0883

Initiative: Provides funding for capital construction and repair for state owned buildings.

Ref. #: 198

Committee Vote:

9-0

AFA Vote:

OTHER SPECIAL REVENUE FUNDS

	2023-24	2024-25
Capital Expenditures	\$2,000,000	\$2,000,000
OTHER SPECIAL REVENUE FUNDS TOTAL	\$2,000,000	\$2,000,000

Justification:

This initiative provides funding for capital construction and repair for state owned buildings.

**BUREAU OF GENERAL SERVICES - CAPITAL CONSTRUCTION AND IMPROVEMENT RESERVE FUND 0883
PROGRAM SUMMARY**

GENERAL FUND	History 2021-22	History 2022-23	2023-24	2024-25
All Other	\$310,587	\$310,587	\$310,587	\$310,587
GENERAL FUND TOTAL	\$310,587	\$310,587	\$310,587	\$310,587
OTHER SPECIAL REVENUE FUNDS	History 2021-22	History 2022-23	2023-24	2024-25
All Other	\$645,000	\$645,000	\$645,000	\$645,000
Capital Expenditures	\$15,000,000	\$15,000,000	\$2,000,000	\$2,000,000
OTHER SPECIAL REVENUE FUNDS TOTAL	\$15,645,000	\$15,645,000	\$2,645,000	\$2,645,000

Capital Construction/Repairs/Improvements - Administration 0059

Initiative: BASELINE BUDGET

	History 2021-22	History 2022-23	2023-24	2024-25
GENERAL FUND				
All Other	\$278,916	\$301,836	\$301,836	\$301,836
GENERAL FUND TOTAL	\$278,916	\$301,836	\$301,836	\$301,836
	History 2021-22	History 2022-23	2023-24	2024-25
OTHER SPECIAL REVENUE FUNDS				
All Other	\$948,359	\$948,359	\$948,359	\$948,359
OTHER SPECIAL REVENUE FUNDS TOTAL	\$948,359	\$948,359	\$948,359	\$948,359

Justification:

The Capital Construction/Repairs/Improvements Account is used to maintain and upgrade various buildings and systems within State of Maine facilities. The capital improvements and repair program concentrates its efforts on conditions of high priority to meet codes, accessibility issues, and other life/safety issues.

**CAPITAL CONSTRUCTION/REPAIRS/IMPROVEMENTS - ADMINISTRATION 0059
PROGRAM SUMMARY**

	History 2021-22	History 2022-23	2023-24	2024-25
GENERAL FUND				
All Other	\$278,916	\$301,836	\$301,836	\$301,836
GENERAL FUND TOTAL	\$278,916	\$301,836	\$301,836	\$301,836
	History 2021-22	History 2022-23	2023-24	2024-25
OTHER SPECIAL REVENUE FUNDS				
All Other	\$948,359	\$948,359	\$948,359	\$948,359
OTHER SPECIAL REVENUE FUNDS TOTAL	\$948,359	\$948,359	\$948,359	\$948,359

Central Administrative Applications Z234

Initiative: BASELINE BUDGET

GENERAL FUND	History 2021-22	History 2022-23	2023-24	2024-25
All Other	\$20,098,069	\$22,889,980	\$22,889,980	\$22,889,980
GENERAL FUND TOTAL	\$20,098,069	\$22,889,980	\$22,889,980	\$22,889,980

Justification:

The Central Administrative Applications program supports the operation of core systems employed by the Department of Administrative and Financial Services in order to process, control, and report on the State's financial and personnel information. These systems help to ensure that the State's revenues and expenditures are properly accounted for; that the State's employee resources are properly administered and supported; and that information is transparent to the public, where appropriate. Funding is established in 2017 Public Law 284, Part A and Part ZZZZZZ.

Central Administrative Applications Z234

Initiative: Provides funding for the Department's share of the cost for the financial and human resources service center within the Department of Administrative and Financial Services.

Ref. #: 239

Committee Vote: 10-0

AFA Vote: _____

GENERAL FUND	2023-24	2024-25
All Other	\$13,000	\$13,500
GENERAL FUND TOTAL	\$13,000	\$13,500

Justification:

Service Centers within DAFS provide centralized accounting, payroll, budgeting and human resources services to departments and agencies. Service Centers are established as an internal service funds intended to recoup their costs through billings to departments and agencies for services provided. The Service Centers expenses are higher due to negotiated and benefit changes to Personal Services as well as increases in operational costs. This recoupment process results in increased billing rates to departments and agencies.

Central Administrative Applications Z234

Initiative: Provides funding to support statewide software systems used to process, control and report on the State's financial information.

Ref. #: 240

Committee Vote: 10-0

AFA Vote: _____

GENERAL FUND	2023-24	2024-25
All Other	\$1,371,117	\$1,371,117
GENERAL FUND TOTAL	\$1,371,117	\$1,371,117

Justification:

The Central Administrative Applications program includes core systems employed by the Department of Administrative and Financial Services to process, control and report on the State's financial and personnel information. These systems help to ensure that the State's revenues and expenditures are properly accounted for, that the State's employee resources are properly administered and supported and that appropriate information is transparent to the public.

Central Administrative Applications Z234

Initiative: Provides funding for statewide technology services provided by the Department of Administrative and Financial Services, Office of Information Technology.

Ref. #: 241

Committee Vote:

9-0

AFA Vote: _____

GENERAL FUND

All Other

2023-24

2024-25

\$563,000

\$563,000

GENERAL FUND TOTAL

\$563,000

\$563,000

Justification:

MaineIT is responsible for the delivery of safe, secure, and high-performing networks and systems to State Agencies for daily performance of their missions for the citizens of Maine. IT enterprise functions benefitting all state agencies are managed through this office to ensure consistency, volume discount efficiencies, and optimum performance and throughput. MaineIT is established as an internal service fund intended to recoup their costs through billings to departments and agencies for services provided. MaineIT expenses are higher due to negotiated and benefit changes to Personal Services as well as increases in operational costs, including vendor increases, supply chain costs, and network and systems modernization and upgrades. This recoupment process results in increased billing rates to departments and agencies.

CENTRAL ADMINISTRATIVE APPLICATIONS Z234

PROGRAM SUMMARY

GENERAL FUND

All Other

**History
2021-22**

**History
2022-23**

2023-24

2024-25

\$20,098,069

\$22,889,980

\$24,837,097

\$24,837,597

GENERAL FUND TOTAL

\$20,098,069

\$22,889,980

\$24,837,097

\$24,837,597

Justification:

This initiative reorganizes several positions within the Division of Central Fleet Management to better align work responsibilities to compensation.

Central Fleet Management 0703

Initiative: Provides one-time funding for increased operational expenses.

Ref. #: 166 One Time Committee Vote: 7-0 AFA Vote: _____

CENTRAL MOTOR POOL	2023-24	2024-25
All Other	\$10,000	\$0
CENTRAL MOTOR POOL TOTAL	<u>\$10,000</u>	<u>\$0</u>

Justification:

This initiative provides one-time funding for increased operational expenses.

Central Fleet Management 0703

Initiative: Provides funding to cover annual maintenance costs associated with a vehicle fleet telematics system.

Ref. #: 167 Committee Vote: 7-0 AFA Vote: _____

CENTRAL MOTOR POOL	2023-24	2024-25
All Other	\$365,000	\$365,000
CENTRAL MOTOR POOL TOTAL	<u>\$365,000</u>	<u>\$365,000</u>

Justification:

This initiative provides funding to cover annual maintenance costs associated with a fleet telematics system to automate the collection of data across the state's fleet of vehicles.

Central Fleet Management 0703

Initiative: Provides one-time funding to cover the implementation of an asset management software system and provides funding for the associated maintenance costs.

Ref. #: 168 One Time Committee Vote: 5-3 AFA Vote: _____

CENTRAL MOTOR POOL	2023-24	2024-25
All Other	\$30,000	\$30,000
CENTRAL MOTOR POOL TOTAL	<u>\$30,000</u>	<u>\$30,000</u>

Justification:

This initiative provides one-time funding to cover the implementation of an asset management software system and provides funding for the associated maintenance costs for the Division of Central Fleet Management and the Central Services program.

**CENTRAL FLEET MANAGEMENT 0703
PROGRAM SUMMARY**

CENTRAL MOTOR POOL	History 2021-22	History 2022-23	2023-24	2024-25
POSITIONS - LEGISLATIVE COUNT	16.000	16.000	17.000	17.000
Personal Services	\$1,178,216	\$1,211,697	\$1,380,051	\$1,428,213
All Other	\$8,049,202	\$8,049,202	\$8,454,202	\$8,444,202
CENTRAL MOTOR POOL TOTAL	\$9,227,418	\$9,260,899	\$9,834,253	\$9,872,415

Central Services - Purchases 0004

Initiative: BASELINE BUDGET

	History 2021-22	History 2022-23	2023-24	2024-25
POSTAL, PRINTING AND SUPPLY FUND				
POSITIONS - LEGISLATIVE COUNT	31.000	31.000	31.000	31.000
Personal Services	\$2,395,135	\$2,450,250	\$2,551,392	\$2,624,428
All Other	\$1,542,220	\$1,542,220	\$1,542,220	\$1,542,220
POSTAL, PRINTING AND SUPPLY FUND TOTAL	\$3,937,355	\$3,992,470	\$4,093,612	\$4,166,648

Justification:

Central Services is responsible for managing central services in the areas of Postal Services and Surplus Property. State Postal Center provides a wide range of mail services for State agencies, including interoffice mail. Mail is collected, distributed and processed daily using the latest automated equipment. The Postal Center offers a variety of vendors (USPS, FED-X, UPS) giving customers multiple speed and cost options. The Postal Center presorts and bar codes mail which enables it to receive discounted rates from the United States Postal Service. Multiple means of inserting integrity is available, including full file audit processing. Surplus Property provides various mechanisms for the disposition of state surplus materials and equipment that are no longer needed by the state department that purchased them. This includes daily sales, property offered for bid, public sales and public auctions. In addition, federal surplus property is obtained for donation to qualifying state, public or non-profit organizations throughout Maine.

Central Services - Purchases 0004

Initiative: Provides one-time funding to cover the implementation of an asset management software system and provides funding for the associated maintenance costs.

Ref. #: 33 One Time Committee Vote: 5-3 AFA Vote: _____

	2023-24	2024-25
POSTAL, PRINTING AND SUPPLY FUND		
All Other	\$30,000	\$30,000
POSTAL, PRINTING AND SUPPLY FUND TOTAL	\$30,000	\$30,000

Justification:

This initiative provides one-time funding to cover the implementation of an asset management software system and provides funding for the associated maintenance costs for the Division of Central Fleet Management and the Central Services program.

Central Services - Purchases 0004

Initiative: Establishes one Postal Services Worker position to support postal services across state agencies.

Ref. #: 34 Committee Vote: 6-4 AFA Vote: _____

	2023-24	2024-25
POSTAL, PRINTING AND SUPPLY FUND		
POSITIONS - LEGISLATIVE COUNT	1.000	1.000
Personal Services	\$67,116	\$69,888

POSTAL, PRINTING AND SUPPLY FUND TOTAL

\$67,116

\$69,888

Justification:

This Initiative establishes one Postal Services Worker position to support postal services across state agencies.

Central Services - Purchases 0004

Initiative: Provides funding for the proposed reclassification of one Office Associate II position to an Accounting Technician position and one Central Services Supervisor position to a Business Manager I position.

Ref. #: 35

Committee Vote:

7-0

AFA Vote: _____

POSTAL, PRINTING AND SUPPLY FUND

2023-24

2024-25

Personal Services

\$9,232

\$9,904

POSTAL, PRINTING AND SUPPLY FUND TOTAL

\$9,232

\$9,904

Justification:

This initiative provides funding for the proposed reclassification of one Office Associate II position to an Accounting Technician position and one Central Services Supervisor position to a Business Manager I position.

Central Services - Purchases 0004

Initiative: Provides one-time funding for the procurement of replacement equipment for the Postal Division and ongoing funding for postage meters, maintenance, and supplies.

Ref. #: 36

One Time

Committee Vote:

7-0

AFA Vote: _____

GENERAL FUND

2023-24

2024-25

All Other

\$98,262

\$98,262

Capital Expenditures

\$1,734,808

\$0

GENERAL FUND TOTAL

\$1,833,070

\$98,262

Justification:

This initiative provides one-time funding for the procurement of replacement equipment for the Postal Division and ongoing funding for postage meters, maintenance, and supplies.

**CENTRAL SERVICES - PURCHASES 0004
PROGRAM SUMMARY**

GENERAL FUND	History 2021-22	History 2022-23	2023-24	2024-25
All Other	\$0	\$0	\$98,262	\$98,262
Capital Expenditures	\$0	\$0	\$1,734,808	\$0
GENERAL FUND TOTAL	\$0	\$0	\$1,833,070	\$98,262

POSTAL, PRINTING AND SUPPLY FUND	History 2021-22	History 2022-23	2023-24	2024-25
POSITIONS - LEGISLATIVE COUNT	31.000	31.000	32.000	32.000
Personal Services	\$2,395,135	\$2,450,250	\$2,627,740	\$2,704,220
All Other	\$1,542,220	\$1,542,220	\$1,572,220	\$1,572,220
POSTAL, PRINTING AND SUPPLY FUND TOTAL	\$3,937,355	\$3,992,470	\$4,199,960	\$4,276,440

CENTRALIZED IMAGING SERVICES Z372

Initiative: Provides funding to conduct aerial imaging acquisition and processing and Light Detection and Ranging (LiDAR) on state agency directed projects.

Ref. #: 272

Committee Vote: 8-0

AFA Vote: _____

GENERAL FUND	2023-24	2024-25
All Other	\$500,000	\$500,000
GENERAL FUND TOTAL	\$500,000	\$500,000

Justification:

Funding in fiscal year 2023-24 will support the Department of Agriculture, Conservation and Forestry's Public Lands division in efforts towards meeting the requirement to conduct a detailed forest inventory of the State's public reserved lands and public non-reserved lands beginning March 15, 2021 and every 5 years thereafter. This is an estimated 630,000 acres in blocks ranging from 100 acres to 40,000 acres in size spread from Kennebunk to Cutler to Fort Kent. This requirement was established in Public Law 2017, chapter 289. Ongoing funding will be used to support other similar state agency directed projects.

CENTRALIZED IMAGING SERVICES Z372

PROGRAM SUMMARY

GENERAL FUND	History 2021-22	History 2022-23	2023-24	2024-25
All Other	\$0	\$0	\$500,000	\$500,000
GENERAL FUND TOTAL	\$0	\$0	\$500,000	\$500,000

Debt Service - Government Facilities Authority 0893

Initiative: BASELINE BUDGET

GENERAL FUND	History 2021-22	History 2022-23	2023-24	2024-25
All Other	\$21,955,674	\$21,955,674	\$21,955,674	\$21,955,674
GENERAL FUND TOTAL	\$21,955,674	\$21,955,674	\$21,955,674	\$21,955,674

Justification:

Provides the means to assist Maine State Government in financing the construction and equipping of facilities by providing access to the tax-exempt bond market. This fund account pays the associated debt service costs for securities issued by this program.

Debt Service - Government Facilities Authority 0893

Initiative: Provides funding for annual principal and interest payments on funds borrowed through the Maine Government Facilities Authority in support of capital construction and renovation of State facilities.

Ref. #: 206

Committee Vote: 8-0

AFA Vote: _____

GENERAL FUND	2023-24	2024-25
All Other	\$3,000,000	\$3,000,000
GENERAL FUND TOTAL	\$3,000,000	\$3,000,000

Justification:

This initiative provides funding for annual principal and interest payments on funds borrowed through the Maine Government Facilities Authority in support of capital construction and renovation of State facilities.

Debt Service - Government Facilities Authority 0893

Initiative: Provides funding for annual principal and interest payments on funds borrowed through the Maine Government Facilities Authority for the debt service for the purposes of paying the costs associated with the planning, design, renovation, abatement, construction, financing, furnishing, and equipping, of new and existing facilities to serve as a headquarters for the Department of Inland Fisheries and Wildlife.

Ref. #: 207

Committee Vote: 8-0

AFA Vote: _____

GENERAL FUND	2023-24	2024-25
All Other	\$3,200,000	\$3,200,000
GENERAL FUND TOTAL	\$3,200,000	\$3,200,000

Justification:

This initiative provides funding for annual principal and interest payments on funds borrowed through the Maine Government Facilities Authority for the debt service for the purposes of paying the costs associated with the planning, design, renovation, abatement, construction, financing, furnishing, and equipping, of new and existing facilities to serve

as a headquarters for the Department of Inland Fisheries and Wildlife.

**DEBT SERVICE - GOVERNMENT FACILITIES AUTHORITY 0893
PROGRAM SUMMARY**

GENERAL FUND	History 2021-22	History 2022-23	2023-24	2024-25
All Other	\$21,955,674	\$21,955,674	\$28,155,674	\$28,155,674
GENERAL FUND TOTAL	\$21,955,674	\$21,955,674	\$28,155,674	\$28,155,674

Financial and Personnel Services - Division of 0713

Initiative: BASELINE BUDGET

	History 2021-22	History 2022-23	2023-24	2024-25
OTHER SPECIAL REVENUE FUNDS				
All Other	\$30,000	\$30,000	\$30,000	\$30,000
OTHER SPECIAL REVENUE FUNDS TOTAL	\$30,000	\$30,000	\$30,000	\$30,000
	History 2021-22	History 2022-23	2023-24	2024-25
FINANCIAL AND PERSONNEL SERVICES FUND				
POSITIONS - LEGISLATIVE COUNT	275.000	275.000	275.000	275.000
Personal Services	\$25,274,726	\$25,899,692	\$26,675,684	\$27,399,986
All Other	\$1,625,623	\$1,628,168	\$1,628,168	\$1,628,168
FINANCIAL AND PERSONNEL SERVICES FUND TOTAL	\$26,900,349	\$27,527,860	\$28,303,852	\$29,028,154

Justification:

The primary mission of the Division of Financial and Personnel Services is to provide fiscal and human resources management services in support of Bureau and Departmental operations and programs. PL 2005 c.12 authorized the Commissioner to review the current organization structure of payroll, personnel and accounting units to improve organizational efficiency and cost-effectiveness. Originally, six service centers were created to provide personnel administration, employee relations, general administration and budget management to departments and agencies of state government. The Division furnishes all departments and bureaus with (a) consistent and uniform application of statewide budgetary policy; (b) application of generally accepted accounting and financial practices; the implementation and uniform application of collective bargaining agreements; c) human resources and payroll administration; and d) department billing services so that each line bureau within the Department may achieve it's desired program goals and objectives, and remain in compliance with all laws and available budgetary resources.

Financial and Personnel Services - Division of 0713

Initiative: Provides funding to increase the hours of one part-time Public Service Coordinator I position from 20 hours to 40 hours biweekly to support the operations of all Service Centers, including development of metrics, improved financial reporting, and creating and tracking performance measures.

Ref. #: 172

Committee Vote:

10-0

AFA Vote:

	2023-24	2024-25
FINANCIAL AND PERSONNEL SERVICES FUND		
Personal Services	\$27,688	\$27,677
FINANCIAL AND PERSONNEL SERVICES FUND TOTAL	\$27,688	\$27,677

Justification:

This initiative increases the hours of one Public Service Coordinator I position to assist with tracking operational performance through the continuous development of metrics, reporting, and the maintenance of the Service Center Dashboard for the administrative unit of the Service Centers. Additionally, this position will assist with reviewing, analyzing, and supporting the division's Service Center in creating value added reports for agency partners to better manage budgets and simplify financial tracking.

Financial and Personnel Services - Division of 0713

Initiative: Transfers one Public Service Coordinator I position from the Human Resources program, General Fund to the Financial and Personnel Services Fund program, Internal Service Fund.

Ref. #: 173

Committee Vote: 11-0

AFA Vote: _____

FINANCIAL AND PERSONNEL SERVICES FUND

POSITIONS - LEGISLATIVE COUNT

Personal Services

2023-24 **2024-25**

1.000 1.000

\$98,037 \$103,271

FINANCIAL AND PERSONNEL SERVICES FUND TOTAL

\$98,037 \$103,271

Justification:

This initiative will align work effort with appropriate funding for one Public Service Coordinator I position and allow the costs associated with this position to be rebilled to the appropriate agencies that this position supports.

Financial and Personnel Services - Division of 0713

Initiative: Establishes one Accounting Technician position, one Staff Accountant position, one Senior Staff Accountant position, and provides funding for related All Other costs within the General Government Service Center.

Ref. #: 174

Committee Vote: 6-4

AFA Vote: _____

FINANCIAL AND PERSONNEL SERVICES FUND

POSITIONS - LEGISLATIVE COUNT

Personal Services

All Other

2023-24 **2024-25**

3.000 3.000

\$242,670 \$255,669

\$16,125 \$16,125

FINANCIAL AND PERSONNEL SERVICES FUND TOTAL

\$258,795 \$271,794

Justification:

This initiative establishes one Accounting Technician position, one Staff Accountant position, and one Senior Staff Accountant position to support the additional accounts and agency partners assigned to the General Government Service Center.

Financial and Personnel Services - Division of 0713

Initiative: Provides funding to increase the hours of one Staff Accountant position from 54 hours to 80 hours biweekly.

Ref. #: 175

Committee Vote: 10-0

AFA Vote: _____

FINANCIAL AND PERSONNEL SERVICES FUND

Personal Services

2023-24 **2024-25**

\$26,335 \$27,711

FINANCIAL AND PERSONNEL SERVICES FUND TOTAL

\$26,335 \$27,711

Justification:

This initiative increases the hours of one Staff Accountant position in order to support the additional accounts and agency partners assigned to the General Government Service Center.

Financial and Personnel Services - Division of 0713

Initiative: Provides funding for the proposed reclassification of one Office Associate II position to an Accounting Analyst position position to support federal grant management within the Natural Resources Service Center.

Ref. #: 176

Committee Vote:

8-0

AFA Vote: _____

FINANCIAL AND PERSONNEL SERVICES FUND

2023-24

2024-25

Personal Services

\$16,238

\$16,740

FINANCIAL AND PERSONNEL SERVICES FUND TOTAL

\$16,238

\$16,740

Justification:

This initiative provides funding for a proposed reclassification of one Office Associate II position to an Accounting Analyst position to assist with the management of federal grants and to support the reporting of federal funds for the Natural Resources Service Center.

Financial and Personnel Services - Division of 0713

Initiative: Establishes one Public Service Coordinator I position to support human resources activities for the Department of Health and Human Services and provides funding for related All Other costs.

Ref. #: 177

Committee Vote:

6-4

AFA Vote: _____

FINANCIAL AND PERSONNEL SERVICES FUND

2023-24

2024-25

POSITIONS - LEGISLATIVE COUNT

1.000

1.000

Personal Services

\$106,169

\$111,898

All Other

\$5,375

\$5,375

FINANCIAL AND PERSONNEL SERVICES FUND TOTAL

\$111,544

\$117,273

Justification:

This initiative establishes one Public Service Coordinator I position to assist with the human resources activities and employees in DHHS, the state's largest department, including processing of family medical leave, Americans with Disabilities Act claims, and telework support and provides funding for related All Other costs. DHHS has more than 3,000 positions.

Financial and Personnel Services - Division of 0713

Initiative: Provides funding to increase the hours of one Public Service Manager I position from 64 hours to 80 hours biweekly to support human resources activities within the Securities and Employment Service Center.

Ref. #: 178

Committee Vote:

10-0

AFA Vote: _____

Justification:

This initiative increase the hours of one Accounting Associate I position in order to support accounts payables processes including intake, review of documentation, and transaction processing for agency partners for the Securities and Employment Service Center.

Financial and Personnel Services - Division of 0713

Initiative: Establishes one Office Assistant II position to support administrative duties and one Accounting Analyst Supervisor position to manage accounts payable processes and provide supervisory duties for the Securities and Employment Service Center and provides funding for related All Other costs.

Ref. #: 181

Committee Vote:

7-3

AFA Vote: _____

FINANCIAL AND PERSONNEL SERVICES FUND

2023-24

2024-25

POSITIONS - LEGISLATIVE COUNT

2,000

2,000

Personal Services

\$175,393

\$185,448

All Other

\$10,750

\$10,750

FINANCIAL AND PERSONNEL SERVICES FUND TOTAL

\$186,143

\$196,198

Justification:

This Initiative establishes one Office Assistant II position to support administrative duties and one Accounting Analyst Supervisor position to manage accounts payable processes for the Securities and Employment Service Center and provide supervisory duties and provides funding for related All Other costs.

**FINANCIAL AND PERSONNEL SERVICES - DIVISION OF 0713
PROGRAM SUMMARY**

OTHER SPECIAL REVENUE FUNDS	History 2021-22	History 2022-23	2023-24	2024-25
All Other	\$30,000	\$30,000	\$30,000	\$30,000
OTHER SPECIAL REVENUE FUNDS TOTAL	\$30,000	\$30,000	\$30,000	\$30,000
FINANCIAL AND PERSONNEL SERVICES FUND	History 2021-22	History 2022-23	2023-24	2024-25
POSITIONS - LEGISLATIVE COUNT	275,000	275,000	282,500	282,500
Personal Services	\$25,274,726	\$25,899,692	\$27,431,808	\$28,195,746
All Other	\$1,625,623	\$1,628,168	\$1,900,566	\$1,893,381
FINANCIAL AND PERSONNEL SERVICES FUND TOTAL	\$26,900,349	\$27,527,860	\$29,332,374	\$30,089,127

Information Services 0155

Initiative: BASELINE BUDGET

GENERAL FUND	History 2021-22	History 2022-23	2023-24	2024-25
POSITIONS - LEGISLATIVE COUNT	4.000	16.000	16.000	16.000
Personal Services	\$399,852	\$2,001,962	\$2,024,549	\$2,106,240
All Other	\$12,138,655	\$9,650,400	\$9,650,400	\$9,650,400
GENERAL FUND TOTAL	\$12,538,507	\$11,652,362	\$11,674,949	\$11,756,640
FEDERAL EXPENDITURES FUND	History 2021-22	History 2022-23	2023-24	2024-25
All Other	\$500	\$500	\$500	\$500
FEDERAL EXPENDITURES FUND TOTAL	\$500	\$500	\$500	\$500
OTHER SPECIAL REVENUE FUNDS	History 2021-22	History 2022-23	2023-24	2024-25
All Other	\$500	\$500	\$500	\$500
OTHER SPECIAL REVENUE FUNDS TOTAL	\$500	\$500	\$500	\$500
FEDERAL EXPENDITURES FUND - ARP STATE FISCAL RECOVERY	History 2021-22	History 2022-23	2023-24	2024-25
All Other	\$16,078,002	\$32,095,400	\$4,550,000	\$0
FEDERAL EXPENDITURES FUND - ARP STATE FISCAL RECOVERY TOTAL	\$16,078,002	\$32,095,400	\$4,550,000	\$0
OFFICE OF INFORMATION SERVICES FUND	History 2021-22	History 2022-23	2023-24	2024-25
POSITIONS - LEGISLATIVE COUNT	424.000	424.000	419.000	419.000
Personal Services	\$48,658,219	\$49,526,132	\$50,829,991	\$52,049,762
All Other	\$7,266,121	\$7,319,599	\$7,319,599	\$7,319,599
OFFICE OF INFORMATION SERVICES FUND TOTAL	\$55,924,340	\$56,845,731	\$58,149,590	\$59,369,361

Justification:

The Office of Information Technology (OIT) supports state government, providing several services directly to agencies; project management, performance management, eGov services, policy development, procurement review, accessibility, strategic planning and consulting services. From an enterprise perspective, OIT provides IT security for the State of Maine, support for enterprise applications, geographic information systems, production services, local and wide area network services, desktop support, document management, facility engineering, business continuity, application hosting, and communication systems to include voice, data, and video. The Chief Information Officer (CIO) is actively involved in initiatives that promote sharing resources and partnerships among agencies, encourage the wise use of technology in all business processes, and improve information sharing and collaboration by providing state of the art tools for state workers. The CIO evaluates new system requests to ensure that they are aligned with agency strategic plans and provide a reasonable return on investment for Maine State Government. The CIO chairs the IT Executive Committee which provides executive leadership for agencies, and for state government as a whole, to ensure that its business needs and

Justification:

This initiative creates Project Management Office positions in an internal service fund to develop in-state project management capacity for improved oversight and accountability of project investments and outcomes. These positions replace expensive out of state contractors with State of Maine staff that are deployed more flexibly and at higher standard. The average number of projects a contractor can effectively manage is one compared to the average of four a State of Maine Project Manager can effectively manage.

Information Services 0155

Initiative: Establishes one Information Support Specialist II position and one Senior Information Support Specialist position to support the federal and state IT systems within the Department of Defense, Veterans, and Emergency Management and provides funding for related All Other costs.

Ref. #: 132

Committee Vote:

5-4

AFA Vote:

OFFICE OF INFORMATION SERVICES FUND

2023-24

2024-25

POSITIONS - LEGISLATIVE COUNT

2.000

2.000

Personal Services

\$214,889

\$226,776

All Other

\$17,826

\$17,826

OFFICE OF INFORMATION SERVICES FUND TOTAL

\$232,715

\$244,602

Justification:

This initiative creates positions in an internal service fund to provide support to federal and state IT systems (Building Access Control servers, ArcGIS applications and database geospatial information systems, AutoCAD, etc) within the Defense, Veterans and Emergency Management. These positions will be unique as they will require the incumbents to have or obtain a U.S. Government Secret Service clearance.

**INFORMATION SERVICES 0155
PROGRAM SUMMARY**

GENERAL FUND	History 2021-22	History 2022-23	2023-24	2024-25
POSITIONS - LEGISLATIVE COUNT	4.000	16.000	18.000	18.000
Personal Services	\$399,852	\$2,001,962	\$2,252,951	\$2,359,407
All Other	\$12,138,655	\$9,650,400	\$14,539,148	\$15,039,148
GENERAL FUND TOTAL	\$12,538,507	\$11,652,362	\$16,792,099	\$17,398,555

FEDERAL EXPENDITURES FUND	History 2021-22	History 2022-23	2023-24	2024-25
All Other	\$500	\$500	\$500	\$500
FEDERAL EXPENDITURES FUND TOTAL	\$500	\$500	\$500	\$500

OTHER SPECIAL REVENUE FUNDS	History 2021-22	History 2022-23	2023-24	2024-25
All Other	\$500	\$500	\$500	\$500
Capital Expenditures	\$0	\$0	\$300,000	\$300,000
OTHER SPECIAL REVENUE FUNDS TOTAL	\$500	\$500	\$300,500	\$300,500

FEDERAL EXPENDITURES FUND - ARP STATE FISCAL RECOVERY	History 2021-22	History 2022-23	2023-24	2024-25
All Other	\$16,078,002	\$32,095,400	\$4,550,000	\$0
FEDERAL EXPENDITURES FUND - ARP STATE FISCAL RECOVERY TOTAL	\$16,078,002	\$32,095,400	\$4,550,000	\$0

OFFICE OF INFORMATION SERVICES FUND	History 2021-22	History 2022-23	2023-24	2024-25
POSITIONS - LEGISLATIVE COUNT	424.000	424.000	425.000	425.000
Personal Services	\$48,658,219	\$49,526,132	\$51,573,848	\$52,833,954
All Other	\$7,266,121	\$7,319,599	\$7,373,077	\$7,373,077
OFFICE OF INFORMATION SERVICES FUND TOTAL	\$55,924,340	\$56,845,731	\$58,946,925	\$60,207,031

Leased Space Reserve Fund Program Z145

Initiative: BASELINE BUDGET

	History 2021-22	History 2022-23	2023-24	2024-25
OTHER SPECIAL REVENUE FUNDS				
All Other	\$500	\$500	\$500	\$500
OTHER SPECIAL REVENUE FUNDS TOTAL	\$500	\$500	\$500	\$500

Justification:

The Leased Space Reserve Fund Program provides funding related to relocation from leased space to state-owned facilities or relocation from a leased space to a lower-priced leased space and capital projects that construct, renovate or improve state facilities. Money in the fund may not be expended on facility maintenance issues.

**LEASED SPACE RESERVE FUND PROGRAM Z145
PROGRAM SUMMARY**

	History 2021-22	History 2022-23	2023-24	2024-25
OTHER SPECIAL REVENUE FUNDS				
All Other	\$500	\$500	\$500	\$500
OTHER SPECIAL REVENUE FUNDS TOTAL	\$500	\$500	\$500	\$500

Office of the Commissioner - Administrative and Financial Services 0718

Initiative: BASELINE BUDGET

GENERAL FUND	History 2021-22	History 2022-23	2023-24	2024-25
POSITIONS - LEGISLATIVE COUNT	8,000	12,000	12,000	12,000
Personal Services	\$1,245,187	\$1,698,312	\$1,818,578	\$1,855,476
All Other	\$124,438	\$153,687	\$153,687	\$153,687
GENERAL FUND TOTAL	\$1,369,625	\$1,851,999	\$1,972,265	\$2,009,163

OTHER SPECIAL REVENUE FUNDS	History 2021-22	History 2022-23	2023-24	2024-25
All Other	\$5,000	\$5,000	\$5,000	\$5,000
OTHER SPECIAL REVENUE FUNDS TOTAL	\$5,000	\$5,000	\$5,000	\$5,000

Justification:

The Office of the Commissioner seeks to continually improve the quality of services provided by the Department by encouraging team-oriented leadership and stressing a customer service environment. The Office strives to 1) oversee the administration of the Department and its services; 2) protect the State's credit and coordinate the financial aspect of the State's missions and obligations to the public; 3) coordinate the services and support to other agencies of State Government; 4) coordinate the policies, contracts and regulations relating to the employment of State personnel; and 5) develop and recommend to the Governor policies and positions that will maintain achievable and appropriate State services.

Office of the Commissioner - Administrative and Financial Services 0718

Initiative: Provides funding to cover the increased costs of the economic models for the State Economist and the Office of Tax Policy.

Ref. #: 185

Committee Vote:

8-0

AFA Vote:

GENERAL FUND	2023-24	2024-25
All Other	\$3,550	\$3,550
GENERAL FUND TOTAL	\$3,550	\$3,550

Justification:

This initiative provides funding to cover the increased costs of the economic models for the State Economist and the Office of Tax Policy.

Office of the Commissioner - Administrative and Financial Services 0718

Initiative: Provides funding for the Department's share of the cost for the financial and human resources service center within the Department of Administrative and Financial Services.

Ref. #: 186

Committee Vote:

10-0

AFA Vote:

GENERAL FUND	2023-24	2024-25
All Other	\$11,000	\$12,000
GENERAL FUND TOTAL	\$11,000	\$12,000

Justification:

Service Centers within DAFS provide centralized accounting, payroll, budgeting and human resources services to departments and agencies. Service Centers are established as an internal service funds intended to recoup their costs through billings to departments and agencies for services provided. The Service Centers expenses are higher due to negotiated and benefit changes to Personal Services as well as increases in operational costs. This recoupment process results in increased billing rates to departments and agencies.

**OFFICE OF THE COMMISSIONER - ADMINISTRATIVE AND FINANCIAL SERVICES 0718
PROGRAM SUMMARY**

GENERAL FUND	History 2021-22	History 2022-23	2023-24	2024-25
POSITIONS - LEGISLATIVE COUNT	8.000	12.000	12.000	12.000
Personal Services	\$1,245,187	\$1,698,312	\$1,818,578	\$1,855,476
All Other	\$124,438	\$153,687	\$168,237	\$169,237
GENERAL FUND TOTAL	\$1,369,625	\$1,851,999	\$1,986,815	\$2,024,713

OTHER SPECIAL REVENUE FUNDS	History 2021-22	History 2022-23	2023-24	2024-25
All Other	\$5,000	\$5,000	\$5,000	\$5,000
OTHER SPECIAL REVENUE FUNDS TOTAL	\$5,000	\$5,000	\$5,000	\$5,000

Public Improvements - Planning/Construction - Administration 0057

Initiative: BASELINE BUDGET

GENERAL FUND	History 2021-22	History 2022-23	2023-24	2024-25
POSITIONS - LEGISLATIVE COUNT	11.000	11.000	11.000	11.000
Personal Services	\$1,286,662	\$1,311,782	\$1,426,113	\$1,447,608
All Other	\$1,025,996	\$1,014,951	\$1,014,951	\$1,014,951
GENERAL FUND TOTAL	\$2,312,658	\$2,326,733	\$2,441,064	\$2,462,559

OTHER SPECIAL REVENUE FUNDS	History 2021-22	History 2022-23	2023-24	2024-25
All Other	\$31,000	\$31,000	\$31,000	\$31,000
OTHER SPECIAL REVENUE FUNDS TOTAL	\$31,000	\$31,000	\$31,000	\$31,000

Justification:

The purpose of this division is to provide professional administration in the planning, design and construction of all the State's public improvements and public school projects. This division manages the procurement process for architectural and engineering contracts, conducts the bidding for construction and monitors construction projects.

Public Improvements - Planning/Construction - Administration 0057

Initiative: Provides funding to increase the hours of one Occupational Health and Safety Compliance Assistance Specialist position from 52 hours to 80 hours biweekly.

Ref. #: 97

Committee Vote: 9-0

AFA Vote: _____

GENERAL FUND	2023-24	2024-25
Personal Services	\$33,530	\$35,386
GENERAL FUND TOTAL	\$33,530	\$35,386

Justification:

This initiative increase funding by increasing the hours of one Occupational Health and Safety Compliance Assistance Specialist position from 52 hours to 80 hours biweekly.

Public Improvements - Planning/Construction - Administration 0057

Initiative: Provides funding for the Department's share of the cost for the financial and human resources service center within the Department of Administrative and Financial Services.

Ref. #: 98

Committee Vote: 10-0

AFA Vote: _____

GENERAL FUND	2023-24	2024-25
All Other	\$48,500	\$50,000

GENERAL FUND TOTAL

\$48,500

\$50,000

Justification:

Service Centers within DAFS provide centralized accounting, payroll, budgeting and human resources services to departments and agencies. Service Centers are established as an internal service funds intended to recoup their costs through billings to departments and agencies for services provided. The Service Centers expenses are higher due to negotiated and benefit changes to Personal Services as well as increases in operational costs. This recoupment process results in increased billing rates to departments and agencies.

PUBLIC IMPROVEMENTS - PLANNING/CONSTRUCTION - ADMINISTRATION 0057

PROGRAM SUMMARY

GENERAL FUND	History 2021-22	History 2022-23	2023-24	2024-25
POSITIONS - LEGISLATIVE COUNT	11.000	11.000	11.000	11.000
Personal Services	\$1,286,662	\$1,311,782	\$1,459,643	\$1,482,994
All Other	\$1,025,996	\$1,014,951	\$1,063,451	\$1,064,951
GENERAL FUND TOTAL	\$2,312,658	\$2,326,733	\$2,523,094	\$2,547,945
OTHER SPECIAL REVENUE FUNDS	History 2021-22	History 2022-23	2023-24	2024-25
All Other	\$31,000	\$31,000	\$31,000	\$31,000
OTHER SPECIAL REVENUE FUNDS TOTAL	\$31,000	\$31,000	\$31,000	\$31,000

Purchases - Division of 0007

Initiative: BASELINE BUDGET

GENERAL FUND	History 2021-22	History 2022-23	2023-24	2024-25
POSITIONS - LEGISLATIVE COUNT	13,500	13,500	13,500	13,500
Personal Services	\$1,526,710	\$1,545,757	\$1,568,447	\$1,615,935
All Other	\$472,252	\$521,761	\$521,761	\$521,761
GENERAL FUND TOTAL	\$1,998,962	\$2,067,518	\$2,090,208	\$2,137,696

OTHER SPECIAL REVENUE FUNDS	History 2021-22	History 2022-23	2023-24	2024-25
All Other	\$4,000	\$4,000	\$4,000	\$4,000
OTHER SPECIAL REVENUE FUNDS TOTAL	\$4,000	\$4,000	\$4,000	\$4,000

FEDERAL EXPENDITURES FUND - ARP STATE FISCAL RECOVERY	History 2021-22	History 2022-23	2023-24	2024-25
All Other	\$750,000	\$750,000	\$749,500	\$500
FEDERAL EXPENDITURES FUND - ARP STATE FISCAL RECOVERY TOTAL	\$750,000	\$750,000	\$749,500	\$500

Justification:

The Division of Purchases' primary function is to procure materials, supplies, equipment and services that represent the best value to the State of Maine. The Division has responsibility under law (5 MRSA §1811) to make purchases on behalf of all departments and agencies of State Government. The Division is also authorized to extend to political subdivisions and/or school administrative units the privilege of purchasing from established contracts. The Division of Purchases' policy is to provide for open and competitive bidding in the procurement of goods and services to the greatest extent possible. Commodity purchases are competitively bid by the Division's Buyers through our electronic procurement system, Vendor Self Service (VSS). Professional services are competitively bid by contracting agencies through a Request for Proposals (RFP) process conducted under the Division of Purchases' rules. All state agency contracts for services are subject to the Division's review and approval. Finally, for State Departments and Agencies subject to 5 MRSA §155, contracts for service or grant renewals or amendments valued at \$1 million or more are generally subject to review and approval by the State Procurement Review Committee reestablished in Executive Order 2016-001.

Purchases - Division of 0007

Initiative: Provides funding for statewide technology services provided by the Department of Administrative and Financial Services, Office of Information Technology.

Ref. #: 41

Committee Vote:

9-0

AFA Vote:

GENERAL FUND	2023-24	2024-25
All Other	\$7,500	\$7,500
GENERAL FUND TOTAL	\$7,500	\$7,500

Justification:

MaineIT is responsible for the delivery of safe, secure, and high-performing networks and systems to State Agencies for daily performance of their missions for the citizens of Maine. IT enterprise functions benefitting all state agencies are managed through this office to ensure consistency, volume discount efficiencies, and optimum performance and throughout. MaineIT is established as an internal service fund intended to recoup their costs through billings to departments and agencies for services provided. MaineIT expenses are higher due to negotiated and benefit changes to Personal Services as well as increases in operational costs, including vendor increases, supply chain costs, and network and systems modernization and upgrades. This recoupment process results in increased billing rates to departments and agencies.

Purchases - Division of 0007

Initiative: Provides one-time funding to fully implement the Microsoft Dynamics portal to allow RFP proposals to be submitted, evaluated and awarded within the portal and provides on-going funding to cover licensing costs to streamline the procurement workflow and contract review process.

Ref. #: 42 One Time Committee Vote: 8-0 AFA Vote: _____

GENERAL FUND	2023-24	2024-25
All Other	\$320,000	\$20,000
GENERAL FUND TOTAL	<u>\$320,000</u>	<u>\$20,000</u>

Justification:

This initiative provides one-time funding to fully implement the Microsoft Dynamics portal to allow RFP proposals to be submitted, evaluated and awarded within the portal and provides on-going funding to cover licensing costs to streamline the procurement workflow and contract review process.

Purchases - Division of 0007

Initiative: Provides one-time funding to cover the implementation of an asset management software system and provides funding for the associated maintenance costs.

Ref. #: 43 One Time Committee Vote: 5-3 AFA Vote: _____

GENERAL FUND	2023-24	2024-25
All Other	\$700,000	\$0
GENERAL FUND TOTAL	<u>\$700,000</u>	<u>\$0</u>

Justification:

This initiative provides one-time funding to cover the implementation of an asset management software system and provides funding for the associated maintenance costs for the Division of Central Fleet Management and the Central Services program.

Purchases - Division of 0007

Initiative: Provides funding to cover contractual expenditures related to temporary staffing and multimedia services.

Ref. #: 44 Committee Vote: 8-0 AFA Vote: _____

GENERAL FUND	2023-24	2024-25
All Other	\$54,000	\$54,000
GENERAL FUND TOTAL	\$54,000	\$54,000

Justification:

This initiative provides funding to cover contractual expenditures related to temporary staffing and multimedia services.

PURCHASES - DIVISION OF 0007

PROGRAM SUMMARY

GENERAL FUND	History 2021-22	History 2022-23	2023-24	2024-25
POSITIONS - LEGISLATIVE COUNT	13.500	13.500	13.500	13.500
Personal Services	\$1,526,710	\$1,545,757	\$1,568,447	\$1,615,935
All Other	\$472,252	\$521,761	\$1,603,261	\$603,261
GENERAL FUND TOTAL	\$1,998,962	\$2,067,518	\$3,171,708	\$2,219,196

OTHER SPECIAL REVENUE FUNDS	History 2021-22	History 2022-23	2023-24	2024-25
All Other	\$4,000	\$4,000	\$4,000	\$4,000
OTHER SPECIAL REVENUE FUNDS TOTAL	\$4,000	\$4,000	\$4,000	\$4,000

FEDERAL EXPENDITURES FUND - ARP STATE FISCAL RECOVERY	History 2021-22	History 2022-23	2023-24	2024-25
All Other	\$750,000	\$750,000	\$749,500	\$500
FEDERAL EXPENDITURES FUND - ARP STATE FISCAL RECOVERY TOTAL	\$750,000	\$750,000	\$749,500	\$500

Risk Management - Claims 0008

Initiative: BASELINE BUDGET

RISK MANAGEMENT FUND	History 2021-22	History 2022-23	2023-24	2024-25
POSITIONS - LEGISLATIVE COUNT	5.000	5.000	5.000	5.000
Personal Services	\$511,131	\$576,568	\$587,281	\$600,522
All Other	\$3,501,895	\$3,444,799	\$3,444,799	\$3,444,799
RISK MANAGEMENT FUND TOTAL	\$4,013,026	\$4,021,367	\$4,032,080	\$4,045,321

STATE-ADMINISTERED FUND	History 2021-22	History 2022-23	2023-24	2024-25
All Other	\$2,042,515	\$2,042,515	\$2,042,515	\$2,042,515
STATE-ADMINISTERED FUND TOTAL	\$2,042,515	\$2,042,515	\$2,042,515	\$2,042,515

Justification:

Establish and provide an effective and efficient operation for the provision of insurance advice and services for the State.

Risk Management - Claims 0008

Initiative: Provides funding to cover increased claim costs for the Division of Risk Management.

Ref. #: 50

Committee Vote:

8-0

AFA Vote: _____

RISK MANAGEMENT FUND	2023-24	2024-25
All Other	\$2,000,000	\$2,000,000
RISK MANAGEMENT FUND TOTAL	\$2,000,000	\$2,000,000

Justification:

This initiative provides funding to cover increased claim costs for the Division of Risk Management.

Risk Management - Claims 0008

Initiative: Provides funding for the proposed reclassification of one Public Service Manager II position to a Public Service Manager III position.

Ref. #: 51

Committee Vote:

8-0

AFA Vote: _____

RISK MANAGEMENT FUND	2023-24	2024-25
Personal Services	\$7,241	\$12,732
RISK MANAGEMENT FUND TOTAL	\$7,241	\$12,732

Justification:

This initiative provides funding for the proposed reclassification of one Public Service Manager II position to a Public Service Manager III position to better align with the work activities associated with risk management claims.

Risk Management - Claims 0008

Initiative: Establishes one Public Service Manager II position to assist with managing the Division of Risk Management and to oversee the division's staff and statutory responsibilities.

Ref. #: 52

Committee Vote:

5-4

AFA Vote: _____

RISK MANAGEMENT FUND

	2023-24	2024-25
POSITIONS - LEGISLATIVE COUNT	1.000	1.000
Personal Services	\$122,487	\$129,126
RISK MANAGEMENT FUND TOTAL	\$122,487	\$129,126

Justification:

This initiative establishes one Public Service Manager II position to assist with managing the Division of Risk Management and to oversee the division's staff and statutory responsibilities.

**RISK MANAGEMENT - CLAIMS 0008
PROGRAM SUMMARY**

	History 2021-22	History 2022-23	2023-24	2024-25
RISK MANAGEMENT FUND				
POSITIONS - LEGISLATIVE COUNT	5.000	5.000	6.000	6.000
Personal Services	\$511,131	\$576,568	\$717,009	\$742,380
All Other	\$3,501,895	\$3,444,799	\$5,444,799	\$5,444,799
RISK MANAGEMENT FUND TOTAL	\$4,013,026	\$4,021,367	\$6,161,808	\$6,187,179

	History 2021-22	History 2022-23	2023-24	2024-25
STATE-ADMINISTERED FUND				
All Other	\$2,042,515	\$2,042,515	\$2,042,515	\$2,042,515
STATE-ADMINISTERED FUND TOTAL	\$2,042,515	\$2,042,515	\$2,042,515	\$2,042,515

State Controller - Office of the 0056

Initiative: BASELINE BUDGET

	History 2021-22	History 2022-23	2023-24	2024-25
GENERAL FUND				
POSITIONS - LEGISLATIVE COUNT	27,000	27,000	27,000	27,000
Personal Services	\$3,022,762	\$3,066,619	\$3,332,552	\$3,394,942
All Other	\$164,581	\$164,581	\$164,581	\$164,581
GENERAL FUND TOTAL	\$3,187,343	\$3,231,200	\$3,497,133	\$3,559,523
	History 2021-22	History 2022-23	2023-24	2024-25
OTHER SPECIAL REVENUE FUNDS				
All Other	\$11,000	\$11,000	\$11,000	\$11,000
OTHER SPECIAL REVENUE FUNDS TOTAL	\$11,000	\$11,000	\$11,000	\$11,000

Justification:

The Office of the State Controller is responsible for the official financial records of State Government. The Office is responsible for reviewing, approving and consolidating, and reporting all accounting transactions for all agencies within the Executive, Legislative and Judicial branches of government. The Office prepares monthly revenue reports, monthly financial statements, and information for Official Statements required for the issuance of bonds, notes, or other types of debt. It performs cash flow forecasting for the State, prepares, reviews and files required Federal and State Tax reporting, prepares required U.S. Census reporting, and prepares the State of Maine Comprehensive Annual Financial Report (CAFR). The Office prepares, negotiates and administers the Statewide Indirect Cost Allocation Plan. The Internal Audit Unit is responsible for ensuring proper internal controls exist within state agencies. The Accounting Unit monitors all expenditures against appropriations, allocations, allotments, and cash. This unit reconciles cash, accounts receivable, and other accounts. It pre-audits and approves payments made by the State and maintains the State Vendor File. The Payroll Unit examines and audits all payroll payments, processes garnishments, and court ordered payments. The ERP Operations Unit maintains a records management system for the official files of paid obligations, maintains the Advantage ERP Accounting System, and jointly, with the Bureaus of the Budget, Human Resources, and Information Systems, maintains the MFASIS Budgeting and Human Resources Management Systems and the statewide financial data warehouse. Other responsibilities of the Office include establishing documented statewide accounting policies and procedures, maintaining current knowledge of Generally Accepted Accounting Principles and Governmental Standards, and establishing and administering travel and expense reimbursement policies.

State Controller - Office of the 0056

Initiative: Provides funding for statewide technology services provided by the Department of Administrative and Financial Services, Office of Information Technology.

Ref. #: 86

Committee Vote: 9-0

AFA Vote: _____

	2023-24	2024-25
GENERAL FUND		
All Other	\$8,000	\$8,000
GENERAL FUND TOTAL	\$8,000	\$8,000

State Controller - Office of the 0056

Initiative: Provides funding for statewide insurance coverage provided through the Department of Administrative and Financial Services, Division of Risk Management based on claims experience, coverage increases, attorney fees on claims, and actuarially recommended reserves.

Ref. #: 92

Committee Vote:

9-0

AFA Vote: _____

GENERAL FUND

All Other

2023-24

2024-25

\$2,050

\$2,050

GENERAL FUND TOTAL

\$2,050

\$2,050

Justification:

The Division of Risk Management within DAFS provides high quality insurance, loss control and claims services to all state agencies, the State's higher education institutions and some quasi-state agencies at the lowest possible cost. The rates are applicable to various insurance lines provided by the State's self-insurance program and have been calculated in accordance with Title 5, section 1733. The 2024-2025 budget includes rate increases in the Tort Policy based on claims experience, coverage increases, attorney fees on claims, and actuarially recommended reserves.

State Controller - Office of the 0056

Initiative: Provides funding for the Department's share of the cost for the financial and human resources service center within the Department of Administrative and Financial Services.

Ref. #: 93

Committee Vote:

10-0

AFA Vote: _____

GENERAL FUND

All Other

2023-24

2024-25

\$7,000

\$8,000

GENERAL FUND TOTAL

\$7,000

\$8,000

Justification:

Service Centers within DAFS provide centralized accounting, payroll, budgeting and human resources services to departments and agencies. Service Centers are established as an internal service funds intended to recoup their costs through billings to departments and agencies for services provided. The Service Centers expenses are higher due to negotiated and benefit changes to Personal Services as well as increases in operational costs. This recoupment process results in increased billing rates to departments and agencies.

**STATE CONTROLLER - OFFICE OF THE 0056
PROGRAM SUMMARY**

GENERAL FUND	History 2021-22	History 2022-23	2023-24	2024-25
POSITIONS - LEGISLATIVE COUNT	27.000	27.000	28.000	28.000
Personal Services	\$3,022,762	\$3,066,619	\$3,448,061	\$3,515,409
All Other	\$164,581	\$164,581	\$237,006	\$238,006
GENERAL FUND TOTAL	\$3,187,343	\$3,231,200	\$3,685,067	\$3,753,415
OTHER SPECIAL REVENUE FUNDS	History 2021-22	History 2022-23	2023-24	2024-25
All Other	\$11,000	\$11,000	\$11,000	\$11,000
OTHER SPECIAL REVENUE FUNDS TOTAL	\$11,000	\$11,000	\$11,000	\$11,000

Statewide Radio Network System 0112

Initiative: BASELINE BUDGET

GENERAL FUND	History 2021-22	History 2022-23	2023-24	2024-25
All Other	\$4,199,151	\$4,199,151	\$4,199,151	\$4,199,151
GENERAL FUND TOTAL	\$4,199,151	\$4,199,151	\$4,199,151	\$4,199,151

STATEWIDE RADIO AND NETWORK SYSTEM RESERVE FUND	History 2021-22	History 2022-23	2023-24	2024-25
All Other	\$500	\$500	\$500	\$500
STATEWIDE RADIO AND NETWORK SYSTEM RESERVE FUND TOTAL	\$500	\$500	\$500	\$500

Justification:

The Statewide Radio Network System was created under the management of the Chief Information Officer and Office of Information Technology to procure, install, commission and maintain a consolidated radio communications network to provide service to all State of Maine public safety and public service users. The main responsibility of this office is to ensure that the financial affairs of the fund are properly managed, maintain records for all agencies using the system and make this information available to state agencies, and require state agencies to become part of the statewide radio and network system when replacing their current systems or purchasing new systems.

**STATEWIDE RADIO NETWORK SYSTEM 0112
PROGRAM SUMMARY**

GENERAL FUND	History 2021-22	History 2022-23	2023-24	2024-25
All Other	\$4,199,151	\$4,199,151	\$4,199,151	\$4,199,151
GENERAL FUND TOTAL	\$4,199,151	\$4,199,151	\$4,199,151	\$4,199,151

STATEWIDE RADIO AND NETWORK SYSTEM RESERVE FUND	History 2021-22	History 2022-23	2023-24	2024-25
All Other	\$500	\$500	\$500	\$500
STATEWIDE RADIO AND NETWORK SYSTEM RESERVE FUND TOTAL	\$500	\$500	\$500	\$500

Workers' Compensation Management Fund Program 0802

Initiative: BASELINE BUDGET

	History 2021-22	History 2022-23	2023-24	2024-25
WORKERS' COMPENSATION MANAGEMENT FUND				
POSITIONS - LEGISLATIVE COUNT	12.000	13.000	13.000	13.000
Personal Services	\$1,716,619	\$1,854,476	\$1,915,136	\$1,959,938
All Other	\$18,154,362	\$18,162,695	\$18,162,695	\$18,162,695
WORKERS' COMPENSATION MANAGEMENT FUND TOTAL	\$19,870,981	\$20,017,171	\$20,077,831	\$20,122,633

Justification:

The Workers' compensation unit is responsible for case management of claims filed in the Executive, Legislative, and Judicial branches. The unit directs agencies in the timely reporting and payment of claims, monitors and controls medical costs, implements return-to-work programs, interprets Workers' Compensation law and policies for agencies and directs a management information system. The unit works closely with line agency representatives to ensure compliance with established reporting and payment standards and to develop policies and procedures to maximize efficiency and ensure effective management of all claims.

Workers' Compensation Management Fund Program 0802

Initiative: Continues and makes permanent one Public Service Coordinator I position previously established by Financial Order 001935 F2 to assist with a broad range of professional services work and administrative support to the Office of Employee Health, Wellness and Workers' Compensation.

Ref. #: 190

Committee Vote:

7-2

AFA Vote: _____

	2023-24	2024-25
WORKERS' COMPENSATION MANAGEMENT FUND		
POSITIONS - LEGISLATIVE COUNT	1.000	1.000
Personal Services	\$98,343	\$103,712
WORKERS' COMPENSATION MANAGEMENT FUND TOTAL	\$98,343	\$103,712

Justification:

This initiative continues and makes permanent one Public Service Coordinator I position to assist with auditing workers' compensation claims, attending mediations on straight forward claims as directed, maintaining legal spreadsheets for all claims, tracking all medical only claims that have work restrictions for proper reporting to the Workers' Compensation Board, scheduling and preparing medical packages and creating medical indices.

Workers' Compensation Management Fund Program 0802

Initiative: Establishes one Public Service Coordinator I position to provide oversight for the Human Resources Assistants in Workers' Compensation and to assist with the processing of worker compensation claims.

Ref. #: 191

Committee Vote:

5-4

AFA Vote: _____

	2023-24	2024-25
WORKERS' COMPENSATION MANAGEMENT FUND		
POSITIONS - LEGISLATIVE COUNT	1.000	1.000
Personal Services	\$91,030	\$96,337

WORKERS' COMPENSATION MANAGEMENT FUND
TOTAL

\$91,030 \$96,337

Justification:

This Initiative establishes one Public Service Coordinator I position to provide oversight for the Human Resources Assistants in Workers' Compensation and to assist with the processing of worker compensation claims.

Workers' Compensation Management Fund Program 0802

Initiative: Provides funding for the proposed reclassification of one Public Service Coordinator I position from range 22 to range 24.

Ref. #: 192

Committee Vote:

8-0

AFA Vote: _____

WORKERS' COMPENSATION MANAGEMENT FUND

Personal Services

2023-24 2024-25

\$5,802 \$9,473

WORKERS' COMPENSATION MANAGEMENT FUND
TOTAL

\$5,802 \$9,473

Justification:

This initiative provides funding for the proposed employee-initiated reclassification of one Public Service Coordinator I position from range 22 to range 24.

Workers' Compensation Management Fund Program 0802

Initiative: Provides funding for the proposed reclassification of one Public Service Manager II position from range 30 to range 33.

Ref. #: 193

Committee Vote:

8-0

AFA Vote: _____

WORKERS' COMPENSATION MANAGEMENT FUND

Personal Services

2023-24 2024-25

\$10,488 \$15,730

WORKERS' COMPENSATION MANAGEMENT FUND
TOTAL

\$10,488 \$15,730

Justification:

This initiative provides funding for the proposed employee-initiated reclassification of one Public Service Manager II position from range 30 to range 33.

**WORKERS' COMPENSATION MANAGEMENT FUND PROGRAM 0802
PROGRAM SUMMARY**

WORKERS' COMPENSATION MANAGEMENT FUND	History 2021-22	History 2022-23	2023-24	2024-25
POSITIONS - LEGISLATIVE COUNT	12.000	13.000	15.000	15.000
Personal Services	\$1,716,619	\$1,854,476	\$2,120,799	\$2,185,190
All Other	\$18,154,362	\$18,162,695	\$18,162,695	\$18,162,695
WORKERS' COMPENSATION MANAGEMENT FUND TOTAL	\$19,870,981	\$20,017,171	\$20,283,494	\$20,347,885

ADMINISTRATIVE AND FINANCIAL SERVICES, DEPARTMENT OF

DEPARTMENT TOTALS	2023-24	2024-25
GENERAL FUND	\$108,430,225	\$106,765,177
FEDERAL EXPENDITURES FUND	\$500	\$500
OTHER SPECIAL REVENUE FUNDS	\$4,976,636	\$4,976,636
FEDERAL EXPENDITURES FUND - ARP STATE FISCAL RECOVERY	\$12,750,675	\$1,500
FINANCIAL AND PERSONNEL SERVICES FUND	\$29,332,374	\$30,089,127
POSTAL, PRINTING AND SUPPLY FUND	\$4,199,960	\$4,276,440
OFFICE OF INFORMATION SERVICES FUND	\$58,946,925	\$60,207,031
RISK MANAGEMENT FUND	\$6,161,808	\$6,187,179
WORKERS' COMPENSATION MANAGEMENT FUND	\$20,283,494	\$20,347,885
CENTRAL MOTOR POOL	\$9,834,253	\$9,872,415
REAL PROPERTY LEASE INTERNAL SERVICE FUND	\$30,428,200	\$30,437,129
STATEWIDE RADIO AND NETWORK SYSTEM RESERVE FUND	\$500	\$500
STATE-ADMINISTERED FUND	\$2,042,515	\$2,042,515
DEPARTMENT TOTAL - ALL FUNDS	\$287,388,065	\$275,204,034

Sec. A-4. Appropriations and allocations. The following appropriations and allocations are made.

ATTORNEY GENERAL, DEPARTMENT OF THE

Road Commission Fund Z353

Initiative: BASELINE BUDGET

	History 2021-22	History 2022-23	2023-24	2024-25
OTHER SPECIAL REVENUE FUNDS				
All Other	\$0	\$0	\$500	\$500
Unallocated	\$0	\$500	\$0	\$0
OTHER SPECIAL REVENUE FUNDS TOTAL	\$0	\$500	\$500	\$500

Justification:

The Maine Abandoned and Discontinued Roads Commission Fund is the nonlapsing fund to support the work of the Maine abandoned and discontinued road commission, consisting of any funds received from any public or private source.

ROAD COMMISSION FUND Z353

PROGRAM SUMMARY

	History 2021-22	History 2022-23	2023-24	2024-25
OTHER SPECIAL REVENUE FUNDS				
All Other	\$0	\$0	\$500	\$500
Unallocated	\$0	\$500	\$0	\$0
OTHER SPECIAL REVENUE FUNDS TOTAL	\$0	\$500	\$500	\$500

ATTORNEY GENERAL, DEPARTMENT OF THE

DEPARTMENT TOTALS

2023-24

2024-25

OTHER SPECIAL REVENUE FUNDS

\$500

\$500

DEPARTMENT TOTAL - ALL FUNDS

\$500

\$500

Sec. A-5. Appropriations and allocations.

The following appropriations and allocations are made.

AUDITOR, OFFICE OF THE STATE

Audit Bureau 0067

Initiative: BASELINE BUDGET

GENERAL FUND	History 2021-22	History 2022-23	2023-24	2024-25
POSITIONS - LEGISLATIVE COUNT	13.000	13.000	13.000	13.000
Personal Services	\$1,534,376	\$1,566,500	\$1,676,700	\$1,721,314
All Other	\$79,144	\$82,144	\$79,144	\$79,144
GENERAL FUND TOTAL	\$1,613,520	\$1,648,644	\$1,755,844	\$1,800,458

OTHER SPECIAL REVENUE FUNDS	History 2021-22	History 2022-23	2023-24	2024-25
POSITIONS - LEGISLATIVE COUNT	22.000	22.000	22.000	22.000
Personal Services	\$2,349,126	\$2,420,351	\$2,552,379	\$2,633,069
All Other	\$293,030	\$300,030	\$293,030	\$293,030
OTHER SPECIAL REVENUE FUNDS TOTAL	\$2,642,156	\$2,720,381	\$2,845,409	\$2,926,099

Justification:

The purpose of the Departmental Bureau is to conduct financial and compliance audits of financial transactions and accounts kept by or for all State agencies subject to the Single Audit Act of 1996, 31 United States Code, Sections 7501 to 7507. The audit is conducted in accordance with Generally Accepted Governmental Auditing Standards. The Department is authorized to conduct audits of all accounts and financial records of any organization, institution, or other entity receiving or requesting an appropriation or grant from the State and to issue reports on such audits at such time as the Legislature or the State Auditor may require. In addition, random audits are conducted to sample the accuracy of the financial records of those departments and agencies that administer or oversee programs and report to the joint standing committee of the Legislature having jurisdiction over state and local government. The Departmental Bureau is funded by a General Fund appropriation and audit fees generated from an assessment on Federal programs subject to audit under the Single Audit Act. The audit fees are deposited into a Special Revenue Funds account. The Department will work with Office of Program Evaluation and Government Accountability (OPEGA), as requested. The Departmental Bureau serves as a staff agency to the Legislature, or any of its committees, or to the Governor, by making investigations of any phase of the State's finances.

Audit Bureau 0067

Initiative: Provides funding for the approved reorganization of one Public Service Manager II position to a Public Service Manager III position.

Ref. #: 690

Committee Vote: 11-0

AFA Vote: _____

GENERAL FUND	2023-24	2024-25
Personal Services	\$9,354	\$12,112
GENERAL FUND TOTAL	\$9,354	\$12,112

Justification:

This initiative provides funding for an approved reorganization from a Public Service Manager II (Audit Manager - Administration) to a Public Service Manager III (Audit Director - HR and Administration) that was proposed in September 2022.

Audit Bureau 0067

Initiative: Provides continued and additional funding for the transition of auditing workpapers from a paper process to electronic workpapers from Engagement.

Ref. #: 691

Committee Vote: 11-0

AFA Vote: _____

OTHER SPECIAL REVENUE FUNDS

All Other

2023-24	2024-25
\$73,153	\$69,446

OTHER SPECIAL REVENUE FUNDS TOTAL

\$73,153	\$69,446
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Justification:

This initiative provides continued and additional funding for the Audit Bureau Special Revenue Fund for All Other technology services and STACAP as part of operational needs for continuation of implementation of electronic auditing work papers, for 25 initial Engagement software licenses and renewal of 30 licenses, and technology costs for Maine Office of Information Technology to develop servers to roll-out software.

Audit Bureau 0067

Initiative: Provides funding for statewide technology services provided by the Department of Administrative and Financial Services, office of Information Technology.

Ref. #: 692

Committee Vote: 11-0

AFA Vote: _____

GENERAL FUND

All Other

2023-24	2024-25
\$12,164	\$11,623

GENERAL FUND TOTAL

\$12,164	\$11,623
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Ref. #: 693

Committee Vote: 11-0

AFA Vote: _____

OTHER SPECIAL REVENUE FUNDS

All Other

2023-24	2024-25
\$3,782	\$5,960

OTHER SPECIAL REVENUE FUNDS TOTAL

\$3,782	\$5,960
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Justification:

MaineIT is responsible for the delivery of safe, secure, and high performing networks and systems to State Agencies for daily performance of their missions for the citizens of Maine. IT enterprise functions benefitting all state agencies are managed through this office to ensure consistency, volume discount efficiencies, and optimum performance and throughput. MaineIT is established as an internal service fund intended to recoup their costs through billings to departments and agencies for services provided. MaineIT expenses are higher due to negotiated and benefit changes to Personal Services as well as increases in operational costs, including vendor increases, supply chain costs, and network

Justification:

This initiative funds the approved range change for a Public Service Executive II (Deputy State Auditor) position from a range 35 to range 37.

Audit Bureau 0067

Initiative: Provides funding for the approved reclassification of one Secretary Specialist position to a Public Service Coordinator I position.

Ref. #: 697

Committee Vote: 11-0

AFA Vote: _____

GENERAL FUND	2023-24	2024-25
Personal Services	\$6,520	\$8,378
GENERAL FUND TOTAL	\$6,520	\$8,378

Justification:

This initiative funds the approved employee-initiated reclassification of one Secretary Specialist (Administrative Assistant to the State Auditor) position to a Public Service Manager I position. The reclassification was approved by the Bureau of Human Resources in December 2022.

**AUDIT BUREAU 0067
PROGRAM SUMMARY**

GENERAL FUND	History 2021-22	History 2022-23	2023-24	2024-25
POSITIONS - LEGISLATIVE COUNT	13.000	13.000	13.000	13.000
Personal Services	\$1,534,376	\$1,566,500	\$1,700,814	\$1,756,352
All Other	\$79,144	\$82,144	\$91,308	\$90,767
GENERAL FUND TOTAL	\$1,613,520	\$1,648,644	\$1,792,122	\$1,847,119
 OTHER SPECIAL REVENUE FUNDS	 History 2021-22	 History 2022-23	 2023-24	 2024-25
POSITIONS - LEGISLATIVE COUNT	22.000	22.000	22.000	22.000
Personal Services	\$2,349,126	\$2,420,351	\$2,574,780	\$2,665,635
All Other	\$293,030	\$300,030	\$369,965	\$368,436
OTHER SPECIAL REVENUE FUNDS TOTAL	\$2,642,156	\$2,720,381	\$2,944,745	\$3,034,071

Unorganized Territory 0075

Initiative: BASELINE BUDGET

	History 2021-22	History 2022-23	2023-24	2024-25
OTHER SPECIAL REVENUE FUNDS				
POSITIONS - LEGISLATIVE COUNT	2,000	2,000	2,000	2,000
Personal Services	\$176,876	\$178,368	\$186,064	\$190,184
All Other	\$92,089	\$94,089	\$94,089	\$94,089
OTHER SPECIAL REVENUE FUNDS TOTAL	\$268,965	\$272,457	\$280,153	\$284,273

Justification:

The Audit - Unorganized Territory program is a two-person operation headed by the Fiscal Administrator, whose responsibilities include the review, analysis, and investigation of the budgets and expenditures of all counties and State agencies requesting funds from the Unorganized Territory Education and Services Fund. In addition, the Fiscal Administrator drafts and submits the annual Municipal Cost Components legislation in order for taxes to be levied, attends and participates in public hearings, and publishes and distributes the annual financial report of the Unorganized Territory to interested taxpayers, legislators, and County Commissioners. The Administrator also serves as the Chair of the State Commission on Deorganization.

**UNORGANIZED TERRITORY 0075
PROGRAM SUMMARY**

	History 2021-22	History 2022-23	2023-24	2024-25
OTHER SPECIAL REVENUE FUNDS				
POSITIONS - LEGISLATIVE COUNT	2,000	2,000	2,000	2,000
Personal Services	\$176,876	\$178,368	\$186,064	\$190,184
All Other	\$92,089	\$94,089	\$94,089	\$94,089
OTHER SPECIAL REVENUE FUNDS TOTAL	\$268,965	\$272,457	\$280,153	\$284,273

AUDITOR, OFFICE OF THE STATE

DEPARTMENT TOTALS	2023-24	2024-25
GENERAL FUND	\$1,792,122	\$1,847,119
OTHER SPECIAL REVENUE FUNDS	\$3,224,898	\$3,318,344
DEPARTMENT TOTAL - ALL FUNDS	\$5,017,020	\$5,165,463

Sec. A-26. Appropriations and allocations.

The following appropriations and allocations are made.

EXECUTIVE DEPARTMENT

Administration - Executive - Governor's Office 0165

Initiative: BASELINE BUDGET

	History 2021-22	History 2022-23	2023-24	2024-25
GENERAL FUND				
POSITIONS - LEGISLATIVE COUNT	23,500	23,500	23,500	23,500
Personal Services	\$3,281,786	\$3,416,231	\$3,472,207	\$3,628,611
All Other	\$425,269	\$470,269	\$470,269	\$470,269
GENERAL FUND TOTAL	\$3,707,055	\$3,886,500	\$3,942,476	\$4,098,880
	History 2021-22	History 2022-23	2023-24	2024-25
FEDERAL EXPENDITURES FUND				
All Other	\$115,014	\$115,014	\$115,014	\$115,014
FEDERAL EXPENDITURES FUND TOTAL	\$115,014	\$115,014	\$115,014	\$115,014
	History 2021-22	History 2022-23	2023-24	2024-25
OTHER SPECIAL REVENUE FUNDS				
All Other	\$500	\$500	\$500	\$500
OTHER SPECIAL REVENUE FUNDS TOTAL	\$500	\$500	\$500	\$500

Justification:

The Governor serves to direct the affairs of the state according to law; to take care that the laws be faithfully executed; to give the Legislature information regarding the condition of the State and recommend measures for their consideration; to submit to the Legislature a biennial budget for the operation of state government; to act as Commander-in-Chief of the military forces of the State; to nominate and appoint all judicial, civil and military officers of the State except as otherwise provided by law; to require information from any officer in the Executive Branch upon any subject relating to their respective duties; to grant reprieves, commutations and pardons and remit, after conviction, forfeitures and penalties; and to accept for the State any and all gifts, bequests, grants or conveyances to the State of Maine. In addition to providing for its own staff support, the Office of Governor serves to coordinate and develop the several planning responsibilities of State government; to improve the relationship between the State government and its employees; and to operate, maintain and display to the public the Blaine House, as the official residence of the Governor. The administrative office of the Governor serves to provide staff support to the Governor as he carries out the responsibilities of the Chief Executive of the State of Maine. This support includes functions of correspondence, policy development, legislative relations, national and regional Governors' associations and scheduling preparation of reports and addresses, public information, executive appointments, case work and managing the operating budget of the Governor. The Governor's Office of Health Policy and Finance serves as a clearinghouse to assure consistent health policy and finance for Maine. It is responsible for the effective implementation of the Dirigo Health Reform Act. Specifically, the Office must produce the State Health Plan and assure its implementation. Additionally, the Office is also responsible for leading Maine's efforts to reduce prescription drug costs for Maine citizens.

Administration - Executive - Governor's Office 0165

Initiative: Establishes one Governor's Special Assistant position to support policy analysis and development and provides funding for related All Other expenses.

Ref. #: 1436

Committee Vote: 7-4

AFA Vote: _____

GENERAL FUND	2023-24	2024-25
POSITIONS - LEGISLATIVE COUNT	1.000	1.000
Personal Services	\$204,433	\$214,290
All Other	\$3,660	\$3,660
GENERAL FUND TOTAL	\$208,093	\$217,950

Justification:

This will establish one Governor's Special Assistant position within the Office of the Governor to support policy analysis and development.

Administration - Executive - Governor's Office 0165

Initiative: Provides funding for statewide technology services provided by the Department of Administrative and Financial Services, Office of Information Technology.

Ref. #: 1437

Committee Vote: 10-0

AFA Vote: _____

GENERAL FUND	2023-24	2024-25
All Other	\$20,142	\$20,841
GENERAL FUND TOTAL	\$20,142	\$20,841

Justification:

MaineIT is responsible for the delivery of safe, secure, and high-performing networks and systems to State Agencies for daily performance of their missions for the citizens of Maine. IT enterprise functions benefitting all state agencies are managed through this office to ensure consistency, volume discount efficiencies, and optimum performance and throughput. MaineIT is established as an internal service fund intended to recoup their costs through billings to departments and agencies for services provided. MaineIT expenses are higher due to negotiated and benefit changes to Personal Services as well as increases in operational costs, including vendor increases, supply chain costs, and network and systems modernization and upgrades. This recoupment process results in increased billing rates to departments and agencies.

**ADMINISTRATION - EXECUTIVE - GOVERNOR'S OFFICE 0165
PROGRAM SUMMARY**

	History 2021-22	History 2022-23	2023-24	2024-25
GENERAL FUND				
POSITIONS - LEGISLATIVE COUNT	23.500	23.500	24.500	24.500
Personal Services	\$3,281,786	\$3,416,231	\$3,676,640	\$3,842,901
All Other	\$425,269	\$470,269	\$494,071	\$494,770
GENERAL FUND TOTAL	\$3,707,055	\$3,886,500	\$4,170,711	\$4,337,671
FEDERAL EXPENDITURES FUND				
All Other	\$115,014	\$115,014	\$115,014	\$115,014
FEDERAL EXPENDITURES FUND TOTAL	\$115,014	\$115,014	\$115,014	\$115,014
OTHER SPECIAL REVENUE FUNDS				
All Other	\$500	\$500	\$500	\$500
OTHER SPECIAL REVENUE FUNDS TOTAL	\$500	\$500	\$500	\$500

Blaine House 0072

Initiative: BASELINE BUDGET

GENERAL FUND	History 2021-22	History 2022-23	2023-24	2024-25
POSITIONS - LEGISLATIVE COUNT	6.000	6.000	6.000	6.000
POSITIONS - FTE COUNT	0.540	0.540	0.540	0.540
Personal Services	\$678,605	\$707,848	\$759,564	\$795,157
All Other	\$72,055	\$72,055	\$72,055	\$72,055
GENERAL FUND TOTAL	\$750,660	\$779,903	\$831,619	\$867,212

OTHER SPECIAL REVENUE FUNDS	History 2021-22	History 2022-23	2023-24	2024-25
All Other	\$5,240	\$5,240	\$5,240	\$5,240
OTHER SPECIAL REVENUE FUNDS TOTAL	\$5,240	\$5,240	\$5,240	\$5,240

Justification:

The Blaine House, a National Historic Landmark, is the official residence of the Governor of the State of Maine. The Blaine House staff provides services for the Governor, the Governor's family and guests; maintains House offices for the Governor; displays the mansion during public visiting hours; and assists at official receptions and other gatherings at the Blaine House. The Governor is responsible for the operation of the building and general maintenance of its interior. The Bureau of General Services maintains the grounds, service buildings and the exterior of the mansion, and is authorized to approve and execute any remodeling of the interior.

**BLAINE HOUSE 0072
PROGRAM SUMMARY**

GENERAL FUND	History 2021-22	History 2022-23	2023-24	2024-25
POSITIONS - LEGISLATIVE COUNT	6.000	6.000	6.000	6.000
POSITIONS - FTE COUNT	0.540	0.540	0.540	0.540
Personal Services	\$678,605	\$707,848	\$759,564	\$795,157
All Other	\$72,055	\$72,055	\$72,055	\$72,055
GENERAL FUND TOTAL	\$750,660	\$779,903	\$831,619	\$867,212

OTHER SPECIAL REVENUE FUNDS	History 2021-22	History 2022-23	2023-24	2024-25
All Other	\$5,240	\$5,240	\$5,240	\$5,240
OTHER SPECIAL REVENUE FUNDS TOTAL	\$5,240	\$5,240	\$5,240	\$5,240

Office of Policy Innovation and the Future Z135

Initiative: BASELINE BUDGET

GENERAL FUND	History 2021-22	History 2022-23	2023-24	2024-25
POSITIONS - LEGISLATIVE COUNT	11.000	13.000	13.000	13.000
Personal Services	\$1,481,876	\$1,756,223	\$1,853,385	\$1,896,107
All Other	\$2,344,997	\$3,135,297	\$1,885,297	\$1,885,297
GENERAL FUND TOTAL	\$3,826,873	\$4,891,520	\$3,738,682	\$3,781,404

FEDERAL EXPENDITURES FUND	History 2021-22	History 2022-23	2023-24	2024-25
All Other	\$500	\$500	\$500	\$500
FEDERAL EXPENDITURES FUND TOTAL	\$500	\$500	\$500	\$500

OTHER SPECIAL REVENUE FUNDS	History 2021-22	History 2022-23	2023-24	2024-25
POSITIONS - LEGISLATIVE COUNT	1.000	1.000	1.000	1.000
Personal Services	\$25,410	\$143,338	\$137,954	\$138,992
All Other	\$500	\$500	\$500	\$500
OTHER SPECIAL REVENUE FUNDS TOTAL	\$25,910	\$143,838	\$138,454	\$139,492

FEDERAL EXPENDITURES FUND - ARP STATE FISCAL RECOVERY	History 2021-22	History 2022-23	2023-24	2024-25
All Other	\$0	\$0	\$531,726	\$388,801
FEDERAL EXPENDITURES FUND - ARP STATE FISCAL RECOVERY TOTAL	\$0	\$0	\$531,726	\$388,801

Justification:

The Governor's Office of Policy and Management carries out the responsibilities of the State relating to identification and implementation of improvements to State government and its services. Through close coordination between the Director, the State Economist, and other professional staff; the Office conducts budget development and review across agencies, facilitates intergovernmental coordination, evaluates effectiveness of economic incentive programs including tax policy, and communicates economic data.

Office of Policy Innovation and the Future Z135

Initiative: Establishes one Public Service Coordinator II position to coordinate the Community Resilience Partnership program and provides funding for grants and technical assistance to Maine municipalities and tribes for climate planning and actions, including adaption and resilience projects, as well as emission reduction initiatives including clean energy and energy efficiency projects.

Ref. #: 1459

Committee Vote: 7-3

AFA Vote: _____

GENERAL FUND	2023-24	2024-25
POSITIONS - LEGISLATIVE COUNT	1.000	1.000

Justification:

MaineIT is responsible for the delivery of safe, secure, and high-performing networks and systems to State Agencies for daily performance of their missions for the citizens of Maine. IT enterprise functions benefitting all state agencies are managed through this office to ensure consistency, volume discount efficiencies, and optimum performance and throughput. MaineIT is established as an internal service fund intended to recoup their costs through billings to departments and agencies for services provided. MaineIT expenses are higher due to negotiated and benefit changes to Personal Services as well as increases in operational costs, including vendor increases, supply chain costs, and network and systems modernization and upgrades. This recoupment process results in increased billing rates to departments and agencies.

**OFFICE OF POLICY INNOVATION AND THE FUTURE Z135
PROGRAM SUMMARY**

	History 2021-22	History 2022-23	2023-24	2024-25
GENERAL FUND				
POSITIONS - LEGISLATIVE COUNT	11.000	13.000	14.000	14.000
Personal Services	\$1,481,876	\$1,756,223	\$1,980,042	\$2,029,459
All Other	\$2,344,997	\$3,135,297	\$3,414,590	\$3,414,590
GENERAL FUND TOTAL	\$3,826,873	\$4,891,520	\$5,394,632	\$5,444,049
FEDERAL EXPENDITURES FUND	History 2021-22	History 2022-23	2023-24	2024-25
All Other	\$500	\$500	\$500	\$500
FEDERAL EXPENDITURES FUND TOTAL	\$500	\$500	\$500	\$500
OTHER SPECIAL REVENUE FUNDS	History 2021-22	History 2022-23	2023-24	2024-25
POSITIONS - LEGISLATIVE COUNT	1.000	1.000	1.000	1.000
Personal Services	\$25,410	\$143,338	\$137,954	\$138,992
All Other	\$500	\$500	\$262,046	\$261,008
OTHER SPECIAL REVENUE FUNDS TOTAL	\$25,910	\$143,838	\$400,000	\$400,000
FEDERAL EXPENDITURES FUND - ARP STATE FISCAL RECOVERY	History 2021-22	History 2022-23	2023-24	2024-25
All Other	\$0	\$0	\$531,726	\$388,801
FEDERAL EXPENDITURES FUND - ARP STATE FISCAL RECOVERY TOTAL	\$0	\$0	\$531,726	\$388,801

EXECUTIVE DEPARTMENT

DEPARTMENT TOTALS	2023-24	2024-25
GENERAL FUND	\$10,396,962	\$10,648,932
FEDERAL EXPENDITURES FUND	\$115,514	\$115,514
OTHER SPECIAL REVENUE FUNDS	\$405,740	\$405,740
FEDERAL EXPENDITURES FUND - ARP STATE FISCAL RECOVERY	\$531,726	\$388,801
DEPARTMENT TOTAL - ALL FUNDS	\$11,449,942	\$11,558,987

Sec. A-41. Appropriations and allocations.

The following appropriations and allocations are made.

LABOR, DEPARTMENT OF

Racial, Indigenous and Maine Tribal Populations Z287

Initiative: BASELINE BUDGET

	History 2021-22	History 2022-23	2023-24	2024-25
OTHER SPECIAL REVENUE FUNDS				
All Other	\$20,500	\$500	\$500	\$500
OTHER SPECIAL REVENUE FUNDS TOTAL	<u>\$20,500</u>	<u>\$500</u>	<u>\$500</u>	<u>\$500</u>

Racial, Indigenous and Maine Tribal Populations Z287

Initiative: Eliminates base allocations to authorize expenditures from Other Special Revenue Funds.

Ref. #: 2577

Committee Vote: 10-0

AFA Vote: _____

		2023-24	2024-25
OTHER SPECIAL REVENUE FUNDS			
All Other		(\$500)	(\$500)
OTHER SPECIAL REVENUE FUNDS TOTAL		<u>(\$500)</u>	<u>(\$500)</u>

Justification:

Public Law 2021, chapter 436 moved the Permanent Commission on the Status of Racial, Indigenous and Tribal Populations out of the Department of Labor and created it as a separate entity. This initiative removes the base \$500 allocation for Other Special Revenue Funds.

**RACIAL, INDIGENOUS AND MAINE TRIBAL POPULATIONS Z287
PROGRAM SUMMARY**

	History 2021-22	History 2022-23	2023-24	2024-25
OTHER SPECIAL REVENUE FUNDS				
All Other	\$20,500	\$500	\$0	\$0
OTHER SPECIAL REVENUE FUNDS TOTAL	<u>\$20,500</u>	<u>\$500</u>	<u>\$0</u>	<u>\$0</u>

LABOR, DEPARTMENT OF

DEPARTMENT TOTALS

OTHER SPECIAL REVENUE FUNDS

DEPARTMENT TOTAL - ALL FUNDS

2023-24

2024-25

\$0

\$0

\$0

\$0

Sec. A-51. Appropriations and allocations.

The following appropriations and allocations are made.

MUNICIPAL BOND BANK, MAINE

Maine Municipal Bond Bank - Maine Rural Water Association 0699

Initiative: BASELINE BUDGET

GENERAL FUND	History 2021-22	History 2022-23	2023-24	2024-25
All Other	\$69,331	\$69,331	\$69,331	\$69,331
GENERAL FUND TOTAL	\$69,331	\$69,331	\$69,331	\$69,331

Justification:

The Maine Rural Water Association (MRWA), located in Brunswick, Maine, is a private, non-profit association incorporated in 1979. MRWA's mission is to assist Maine's water and wastewater systems with safe drinking water and protect the environment, at an affordable cost to the user. MRWA provides training opportunities for water and wastewater operators, boards of trustees, municipal officials, as well as public works personnel. Training includes safety training, preparatory courses for operator certification, continuing education for license holders and courses specializing in professional development. MRWA also provides on-site technical assistance to communities and businesses. MRWA staff frequently assists camps, campgrounds, mobile home parks, schools, and water districts and departments with compliance measures. Whether providing information on the proper water sampling procedures, shocking wells, helping understand regulatory requirements such as the Total Coliform Rule or the Lead and Copper Rules, MRWA has demonstrated its ability to assist small water systems. In addition, MRWA staff assists wastewater systems comply with MDEPS permits and assists with the drafting of sewer ordinances, and prepares emergency response plans, Wet Weather Plans, and drafted dozens of Sewer Ordinances. Because of these efforts, MRWA improves the public health and the environment. Additionally, MRWA's assistance reduces fines and legal expenses, as well as the State's expense of taking administrative action against communities and businesses. MRWA responds to many water and wastewater emergencies. The staff provides support and technical assistance for main breaks, freeze ups, and plant failures. The Maine Rural Water Association uses state funds to help support the water/wastewater industry. Activities include water and wastewater operator certification training, professional development training, on-site technical field support, grant and loan preparation, management and financial analysis.

MAINE MUNICIPAL BOND BANK - MAINE RURAL WATER ASSOCIATION 0699

PROGRAM SUMMARY

GENERAL FUND	History 2021-22	History 2022-23	2023-24	2024-25
All Other	\$69,331	\$69,331	\$69,331	\$69,331
GENERAL FUND TOTAL	\$69,331	\$69,331	\$69,331	\$69,331

MUNICIPAL BOND BANK, MAINE

DEPARTMENT TOTALS

2023-24

2024-25

GENERAL FUND

\$69,331

\$69,331

DEPARTMENT TOTAL - ALL FUNDS

\$69,331

\$69,331

Sec. A-55. Appropriations and allocations. The following appropriations and allocations are made.

PERM COMM ON THE STATUS OF RACIAL, INDIGENOUS AND TRIBAL POP

Racial, Indigenous and Tribal Populations Z319

Initiative: BASELINE BUDGET

	History 2021-22	History 2022-23	2023-24	2024-25
GENERAL FUND				
POSITIONS - LEGISLATIVE COUNT	4.000	5.000	5.000	5.000
Personal Services	\$345,976	\$579,915	\$573,825	\$603,096
All Other	\$500,000	\$500,000	\$500,000	\$500,000
GENERAL FUND TOTAL	\$845,976	\$1,079,915	\$1,073,825	\$1,103,096
FEDERAL EXPENDITURES FUND				
All Other	\$500	\$500	\$500	\$500
FEDERAL EXPENDITURES FUND TOTAL	\$500	\$500	\$500	\$500
OTHER SPECIAL REVENUE FUNDS				
All Other	\$50,500	\$50,500	\$50,500	\$50,500
OTHER SPECIAL REVENUE FUNDS TOTAL	\$50,500	\$50,500	\$50,500	\$50,500
FEDERAL EXPENDITURES FUND - ARP STATE FISCAL RECOVERY				
All Other	\$500,000	\$500,000	\$373,680	\$332,253
FEDERAL EXPENDITURES FUND - ARP STATE FISCAL RECOVERY TOTAL	\$500,000	\$500,000	\$373,680	\$332,253

Justification:

The Permanent Commission on the Status of Racial, Indigenous and Tribal Populations was established in 2019. The Commission is an independent entity with a mission to examine racial disparities across all systems and specifically to work at improving the status and outcomes for historically disadvantaged racial, Indigenous and tribal populations in the state. The Commission provides a mechanism for the state to address generational inequities that are rooted in systemic racism and colonization.

Racial, Indigenous and Tribal Populations Z319

Initiative: Establishes one Public Service Coordinator I position to serve as the Director of Communications.

Ref. #: 3140

Committee Vote: 6-3

AFA Vote: _____

	2023-24	2024-25
GENERAL FUND		
POSITIONS - LEGISLATIVE COUNT	1.000	1.000
Personal Services	\$115,208	\$121,737

GENERAL FUND TOTAL

\$115,208

\$121,737

Justification:

The Permanent Commission is tasked in statute to conduct public meetings to obtain information about, discuss, and publicize the needs of and solutions to the problems faced by historically disadvantaged racial, Indigenous and tribal populations as well as to advise and consult with the Maine Legislature, the Judiciary branch, the Executive branch, and the federal government regarding policies and programs impacting those same populations. Strong communications are key to the Permanent Commission's successful engagement with public and provision of sound consultation services to government. Currently, the Permanent Commission is contracting a consultant to fulfill this core role. The role of Communications Director is essential to the core functions of the Permanent Commission and, therefore, should be staffed by a state employee. Creating a Public Service Coordinator I position dedicated to communications work will allow the Permanent Commission to achieve its mission as set out in statute on an ongoing basis.

Racial, Indigenous and Tribal Populations Z319

Initiative: Provides funding for the proposed reorganization of one Planning and Research Associate I position to a Public Service Coordinator I position to serve as the Director of Policy.

Ref. #: 3141

Committee Vote: 6-3

AFA Vote: _____

GENERAL FUND

Personal Services

2023-24

2024-25

\$30,758

\$32,902

GENERAL FUND TOTAL

\$30,758

\$32,902

Justification:

This management-initiated reorganization is pending approval by the Bureau of Human Resources. The Commission's statutory power of advising government is currently being managed by the Executive Director. By reorganizing the Planning and Research Associate I position into a Public Service Coordinator I position to serve as the Policy Director, the Commission will be adequately staffed to meet its statutory assignments.

Racial, Indigenous and Tribal Populations Z319

Initiative: Provides funding for the proposed reorganization of one Business Manager II position to a Public Service Coordinator I position to serve as the Director of Operations.

Ref. #: 3142

Committee Vote: 9-0

AFA Vote: _____

GENERAL FUND

Personal Services

2023-24

2024-25

\$15,225

\$16,088

GENERAL FUND TOTAL

\$15,225

\$16,088

Justification:

This management-initiated reclassification is pending approval by the Bureau of Human Resources. The Business Manager II classification does not reflect the high level of responsibility taken on by this position. Reclassifying this position to a Public Service Coordinator I position will more accurately reflect the duties and responsibilities required of this position within a small department and will bring the position into a wage parity with other agency directors at a similar responsibility level.

Racial, Indigenous and Tribal Populations Z319

Initiative: Provides funding for statewide technology services provided by the Department of Administrative and Financial Services, Office of Information Technology.

Ref. #: 3143

Committee Vote: 9-0

AFA Vote: _____

GENERAL FUND	2023-24	2024-25
All Other	\$27,870	\$27,870
GENERAL FUND TOTAL	<u>\$27,870</u>	<u>\$27,870</u>

Justification:

MaineIT is responsible for the delivery of safe, secure, and high-performing networks and systems to State Agencies for daily performance of their missions for the citizens of Maine. IT enterprise functions benefitting all state agencies are managed through this office to ensure consistency, volume discount efficiencies, and optimum performance and throughput. MaineIT is established as an internal service fund intended to recoup their costs through billings to departments and agencies for services provided. MaineIT expenses are higher due to negotiated and benefit changes to Personal Services as well as increases in operational costs, including vendor increases, supply chain costs, and network and systems modernization and upgrades. This recoupment process results in increased billing rates to departments and agencies.

Racial, Indigenous and Tribal Populations Z319

Initiative: Provides funding for statewide insurance coverage provided through the Department of Administrative and Financial Services, Division of Risk Management based on claims experience, coverage increases, attorney fees on claims, and actuarially recommended reserves.

Ref. #: 3144

Committee Vote: 9-0

AFA Vote: _____

GENERAL FUND	2023-24	2024-25
All Other	\$2,500	\$2,500
GENERAL FUND TOTAL	<u>\$2,500</u>	<u>\$2,500</u>

Justification:

The Division of Risk Management within DAFS provides high quality insurance, loss control and claims services to all state agencies, the State's higher education institutions and some quasi-state agencies at the lowest possible cost. The rates are applicable to various insurance lines provided by the State's self-insurance program and have been calculated in accordance with Title 5, section 1733. The 2024-2025 budget includes rate increases in the Tort Policy based on claims experience, coverage increases, attorney fees on claims, and actuarially recommended reserves.

Racial, Indigenous and Tribal Populations Z319

Initiative: Provides funding for the Department's share of the cost for the financial and human resources service center within the Department of Administrative and Financial Services.

Ref. #: 3145

Committee Vote: 9-0

AFA Vote: _____

GENERAL FUND	2023-24	2024-25
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All Other	\$8,500	\$8,500
GENERAL FUND TOTAL	\$8,500	\$8,500

Justification:

Service Centers within DAFS provide centralized accounting, payroll, budgeting and human resources services to departments and agencies. Service Centers are established as an internal service fund intended to recoup their costs through billings to departments and agencies for services provided. The Service Centers expenses are higher due to negotiated and benefit changes to Personal Services as well as increases in operational costs. This recoupment process results in increased billing rates to departments and agencies.

**RACIAL, INDIGENOUS AND TRIBAL POPULATIONS Z319
PROGRAM SUMMARY**

GENERAL FUND	History 2021-22	History 2022-23	2023-24	2024-25
POSITIONS - LEGISLATIVE COUNT	4.000	5.000	6.000	6.000
Personal Services	\$345,976	\$579,915	\$735,016	\$773,823
All Other	\$500,000	\$500,000	\$538,870	\$538,870
GENERAL FUND TOTAL	\$845,976	\$1,079,915	\$1,273,886	\$1,312,693

FEDERAL EXPENDITURES FUND	History 2021-22	History 2022-23	2023-24	2024-25
All Other	\$500	\$500	\$500	\$500
FEDERAL EXPENDITURES FUND TOTAL	\$500	\$500	\$500	\$500

OTHER SPECIAL REVENUE FUNDS	History 2021-22	History 2022-23	2023-24	2024-25
All Other	\$50,500	\$50,500	\$50,500	\$50,500
OTHER SPECIAL REVENUE FUNDS TOTAL	\$50,500	\$50,500	\$50,500	\$50,500

FEDERAL EXPENDITURES FUND - ARP STATE FISCAL RECOVERY	History 2021-22	History 2022-23	2023-24	2024-25
All Other	\$500,000	\$500,000	\$373,680	\$332,253
FEDERAL EXPENDITURES FUND - ARP STATE FISCAL RECOVERY TOTAL	\$500,000	\$500,000	\$373,680	\$332,253

PERM COMM ON THE STATUS OF RACIAL, INDIGENOUS AND TRIBAL POP

DEPARTMENT TOTALS	2023-24	2024-25
GENERAL FUND	\$1,273,886	\$1,312,693
FEDERAL EXPENDITURES FUND	\$500	\$500
OTHER SPECIAL REVENUE FUNDS	\$50,500	\$50,500
FEDERAL EXPENDITURES FUND - ARP STATE FISCAL RECOVERY	\$373,680	\$332,253
DEPARTMENT TOTAL - ALL FUNDS	\$1,698,566	\$1,695,946

Sec. A-66. Appropriations and allocations. The following appropriations and allocations are made.

SECRETARY OF STATE, DEPARTMENT OF

Administration - Archives 0050

Initiative: BASELINE BUDGET

GENERAL FUND	History 2021-22	History 2022-23	2023-24	2024-25
POSITIONS - LEGISLATIVE COUNT	14.500	15.500	15.500	15.500
Personal Services	\$1,247,229	\$1,390,111	\$1,491,078	\$1,538,735
All Other	\$592,240	\$730,631	\$731,444	\$731,444
GENERAL FUND TOTAL	\$1,839,469	\$2,120,742	\$2,222,522	\$2,270,179

FEDERAL EXPENDITURES FUND	History 2021-22	History 2022-23	2023-24	2024-25
All Other	\$27,673	\$27,673	\$27,673	\$27,673
FEDERAL EXPENDITURES FUND TOTAL	\$27,673	\$27,673	\$27,673	\$27,673

OTHER SPECIAL REVENUE FUNDS	History 2021-22	History 2022-23	2023-24	2024-25
All Other	\$33,535	\$33,535	\$33,535	\$33,535
OTHER SPECIAL REVENUE FUNDS TOTAL	\$33,535	\$33,535	\$33,535	\$33,535

Justification:

The State Archives serves state, county, and local government and the public interest by establishing rules, standards, and procedures governing the creation, use, maintenance, retention, preservation, and disposal of government records. Professional archival services include the selection and preservation of over 92 million pages of records that have permanent value, accompanied by the application of specialized technologies and techniques designed to make such records readily accessible for use by the government and by the public. These efforts include identifying and arranging records, storing records, creating record schedules, developing finding aids (inventories, indexes, and guides) to record groups or series, assisting in-person users, responding to mail and electronic mail requests, microfilm services (duplication, digital to microfilm conversion, microfilm to digital conversion), printing selected records in high demand by the public, and posting electronic documents on the internet.

Administration - Archives 0050

Initiative: Provides funding for the approved reorganization of one Office Associate II position to an Office Specialist I position.

Ref. #: 3159

Committee Vote: 11-0

AFA Vote: _____

GENERAL FUND	2023-24	2024-25
Personal Services	\$5,061	\$5,059
GENERAL FUND TOTAL	\$5,061	\$5,059

Administration - Archives 0050

Initiative: Establishes one Digital Archivist II position and provides funding for related All Other costs.

Ref. #: 3162

Committee Vote:

9-3

AFA Vote: _____

GENERAL FUND

	2023-24	2024-25
POSITIONS - LEGISLATIVE COUNT	1.000	1.000
Personal Services	\$79,165	\$83,904
All Other	\$11,207	\$2,796
GENERAL FUND TOTAL	\$90,372	\$86,700

Justification:

As Maine enters a new phase for digital record keeping staff are needed to properly manage those records. Currently there is one person on staff for digital records, but the volume of digital state records is much more than one person can handle.

Administration - Archives 0050

Initiative: Establishes one Archives Imaging Specialist position and provides funding for related All Other costs.

Ref. #: 3163

Committee Vote:

9-3

AFA Vote: _____

GENERAL FUND

	2023-24	2024-25
POSITIONS - LEGISLATIVE COUNT	1.000	1.000
Personal Services	\$90,092	\$95,095
All Other	\$11,207	\$2,796
GENERAL FUND TOTAL	\$101,299	\$97,891

Justification:

There is currently only one staff person in the Archives Imaging Lab. 21st century researchers are seeking records and research material available online. To reach the widest possible audience across Maine and to reduce the need for frequent handling of fragile historical material for long-term preservation, another Archives Imaging Specialist position is needed to properly image large format and bound material to archival preservation standards, as well as scan and convert imaging to microfilm. For example, the current Imaging Specialist has worked on the same project to digitally image the earliest journals of the Maine State Legislature for the past three years. It is estimated, it will take him another year to complete the project. With an additional staff person, Archives could complete such projects in half the time and make more state records available to the public.

Administration - Archives 0050

Initiative: Establishes one Photographer II position and provides funding for related All Other costs.

Ref. #: 3164

Committee Vote:

9-3

AFA Vote: _____

GENERAL FUND

	2023-24	2024-25
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POSITIONS - LEGISLATIVE COUNT	1,000	1,000
Personal Services	\$84,064	\$89,044
All Other	\$11,208	\$2,796
GENERAL FUND TOTAL	\$95,272	\$91,840

Justification:

This initiative converts existing document scanner contractor positions to a permanent state employee. Researchers now expect and require online access to state records whenever possible. For the past 6 years, the Maine State Archives has paid contract staff members to scan historical documents for online access, with only an estimated 10% of Archival holdings scanned and available online to date. The need to scan state records and create digital preservation copies of those records will not go away, as archives only grow. This is an on-going need and an important role for continued preservation and public access into the 21st century.

Administration - Archives 0050

Initiative: Establishes one limited-period Director Special Projects position through December 31, 2026 and provides funding for related All Other costs.

Ref. #: 3165

Committee Vote: 8-4

AFA Vote: _____

GENERAL FUND	2023-24	2024-25
Personal Services	\$110,111	\$116,135
All Other	\$61,207	\$52,796
GENERAL FUND TOTAL	\$171,318	\$168,931

Justification:

This position will serve as the Sesquicentennial Program Coordinator and will plan and coordinate statewide cultural activities for the nation's Sesquicentennial in 2026 to coordinate activities and events for America's 250. The Program Coordinator will need to travel throughout the state, convene planning meetings, and develop some initial marketing to establish the statewide program.

Administration - Archives 0050

Initiative: Provides one-time funding to match a federal grant from the National Historical Publications & Records Commission.

Ref. #: 3166

One Time

Committee Vote: 12-0

AFA Vote: _____

GENERAL FUND	2023-24	2024-25
All Other	\$0	\$20,000
GENERAL FUND TOTAL	\$0	\$20,000

Justification:

This is funding for the Maine Historical Records Advisory Board. They will apply for a two year, \$80,000 grant from National Historical Publications & Records Commission for training and re-granting to records-collecting organizations across the State of Maine to include libraries and town offices. The grant requires a 25% cost match. The project will

begin January 2025.

Administration - Archives 0050

Initiative: Provides one-time funding for a box truck with a lift gate to retrieve and transport boxes to the State Records Center.

Ref. #: 3167 One Time Committee Vote: 12-0 AFA Vote: _____

GENERAL FUND	2023-24	2024-25
Capital Expenditures	\$171,254	\$0
GENERAL FUND TOTAL	<u>\$171,254</u>	<u>\$0</u>

Justification:

The Maine State Archives regularly uses a box truck (with liftgate) for retrieval and transportation of boxes to the State Records Center and archival records storage area. The current box truck is 14 years old. Recently, the liftgate broke and central fleet management struggled to repair it due to a lack of parts still available for the old model. A new box truck, with lift gate, is needed to continue operations.

Administration - Archives 0050

Initiative: Provides funding for repayment of Certificate of Participation loan principal and interest for information systems ongoing modernization project.

Ref. #: 3168 Committee Vote: 12-0 AFA Vote: _____

GENERAL FUND	2023-24	2024-25
All Other	\$247,874	\$247,874
GENERAL FUND TOTAL	<u>\$247,874</u>	<u>\$247,874</u>

Justification:

This initiative provides funding for repayment of Certificate of Participation loan principal and interest for information systems ongoing modernization project.

**ADMINISTRATION - ARCHIVES 0050
PROGRAM SUMMARY**

GENERAL FUND	History 2021-22	History 2022-23	2023-24	2024-25
POSITIONS - LEGISLATIVE COUNT	14.500	15.500	19.500	19.500
Personal Services	\$1,247,229	\$1,390,111	\$1,943,422	\$2,016,775
All Other	\$592,240	\$730,631	\$1,085,354	\$1,063,298
Capital Expenditures	\$0	\$0	\$171,254	\$0
GENERAL FUND TOTAL	\$1,839,469	\$2,120,742	\$3,200,030	\$3,080,073
FEDERAL EXPENDITURES FUND	History 2021-22	History 2022-23	2023-24	2024-25
All Other	\$27,673	\$27,673	\$27,673	\$27,673
FEDERAL EXPENDITURES FUND TOTAL	\$27,673	\$27,673	\$27,673	\$27,673
OTHER SPECIAL REVENUE FUNDS	History 2021-22	History 2022-23	2023-24	2024-25
All Other	\$33,535	\$33,535	\$33,535	\$33,535
OTHER SPECIAL REVENUE FUNDS TOTAL	\$33,535	\$33,535	\$33,535	\$33,535

SECRETARY OF STATE, DEPARTMENT OF

DEPARTMENT TOTALS	2023-24	2024-25
GENERAL FUND	\$3,200,030	\$3,080,073
FEDERAL EXPENDITURES FUND	\$27,673	\$27,673
OTHER SPECIAL REVENUE FUNDS	\$33,535	\$33,535
DEPARTMENT TOTAL - ALL FUNDS	\$3,261,238	\$3,141,281

Sec. A-70. Appropriations and allocations.

The following appropriations and allocations are made.

TREASURER OF STATE, OFFICE OF

Administration - Treasury 0022

Initiative: BASELINE BUDGET

	History 2021-22	History 2022-23	2023-24	2024-25
GENERAL FUND				
POSITIONS - LEGISLATIVE COUNT	16.000	16.000	16.000	16.000
Personal Services	\$1,424,692	\$1,460,150	\$1,602,908	\$1,648,239
All Other	\$776,277	\$776,277	\$776,277	\$776,277
GENERAL FUND TOTAL	\$2,200,969	\$2,236,427	\$2,379,185	\$2,424,516
	History 2021-22	History 2022-23	2023-24	2024-25
ABANDONED PROPERTY FUND				
All Other	\$341,727	\$406,727	\$406,727	\$406,727
ABANDONED PROPERTY FUND TOTAL	\$341,727	\$406,727	\$406,727	\$406,727

Justification:

The 15 positions of the Office of the State Treasurer fulfill four core functions: 1) debt management, 2) cash management, 3) unclaimed property administration and 4) trust fund administration. Other major duties assigned to the Treasurer are directorships on many of Maine's quasi-governmental debt issuing agencies and the administration of the Municipal Revenue Sharing payments. Although some of these functions do have their own programs and funding sources, administrative duties of such programs are funded through the personal services and all other allotment of this administration program. The core functions are summarized as follows: Debt Management: Managing the issuance of both Bond Anticipation Notes (BANs) and Bonds; assuring timely debt payments; managing credit rating agency relationships; collecting and publishing state debt statistics; providing debt service projections for legislative and executive budgeting efforts; preparing the Treasurer's Statement for publication on ballots whenever general obligation debt proposals are sent out to voters; determining annually the need for Tax Anticipation Notes (TANs), Lines of Credit, (LOCs) or other short-term debt vehicles to cover cash flow needs within a fiscal year; arranging for short-term debt if necessary; and coordinating with cash pool management to maximize cash pool support for General Fund cash flow needs as an alternative to issuing debt. Cash Management: Providing centralized cash collection processes, cash management, and coordination of banking services for all state agencies; actively investing cash reserves to generate earnings; reconciling bank records with the accounting records of the State; providing revenue projections on cash pool earnings and tobacco settlement fund payments. Unclaimed Property Administration: Collecting unclaimed financial assets held by Maine entities and companies doing business in Maine; cataloging and preserving those assets; arranging for the annual newspaper advertisement of new properties and for legislative outreach to claimants in each legislative district; maintaining a permanent record of all received properties; developing and supporting easy claim-making processes that are available via the internet, telephone, telefax and mail; processing claims made by rightful owners; and educating holders on Maine's unclaimed property law. State-Held Trust Administration: Managing the investments, records and distribution of assets held in trust by the State of Maine pursuant to the terms of nearly eighty (80) active state-held trusts with an aggregate value of approximately \$25.5 million; engaging and overseeing independent investment advisors to professionally manage the funds; allocating investment earnings amongst the beneficiaries pursuant to the directive of each separate trust. Directorships: The Treasurer is a voting member on the board of the Maine Public Employees Retirement System, (MainePERS), the Finance Authority of Maine, (FAME), the Maine State Housing Authority, (MaineHousing), the Maine Educational Loan Authority, (MELA), the Maine Municipal Bond Bank, (MMBB), the Adaptive Equipment Loan Board, (AELB), the Maine Health and Higher Education Facilities Authority, (MHEFA), the Maine Governmental Facilities Authority, (MGFA), the Lifelong Learning Accounts Committee, (LILA), the Municipal

Finance Board, the NextGen College Investment Plan Investment Advisory Committee, and is a non-voting member of the Dirigo Health Board.

Administration - Treasury 0022

Initiative: Provides funding for the approved reclassification of one Office Associate II position to an Office Specialist I position, retroactive to July 2020.

Ref. #: 3230

Committee Vote: 11-1

AFA Vote: _____

GENERAL FUND

	2023-24	2024-25
Personal Services	\$5,061	\$5,059
GENERAL FUND TOTAL	\$5,061	\$5,059

Justification:

This initiative will fund approved reclassification to align work functions to the appropriate classification. A funding request is included in the FY23 Supplemental Budget submission which also funds the retroactive payment for this position.

Administration - Treasury 0022

Initiative: Establishes one Office Specialist II position to manage all unclaimed property holder reporting functions.

Ref. #: 3231

Committee Vote: 8-4

AFA Vote: _____

GENERAL FUND

	2023-24	2024-25
POSITIONS - LEGISLATIVE COUNT	1.000	1.000
Personal Services	\$89,199	\$94,407
GENERAL FUND TOTAL	\$89,199	\$94,407

Justification:

This initiative establishes one Office Specialist II position in the Unclaimed Property Fund program. This position will manage all holder reporting functions, leading to process efficiencies and an estimated 30% increase in unclaimed property retrieved from holders.

Administration - Treasury 0022

Initiative: Establishes one Staff Accountant position to allow the Treasurer's Office to manage the increasingly complex bank reconciliations.

Ref. #: 3232

Committee Vote: 8-4

AFA Vote: _____

GENERAL FUND

	2023-24	2024-25
POSITIONS - LEGISLATIVE COUNT	1.000	1.000
Personal Services	\$81,112	\$85,339
GENERAL FUND TOTAL	\$81,112	\$85,339

Justification:

This initiative establishes one Staff Accountant position to manage the increasingly complex reconciliation of the State of Maine's credit card account, multiple merchant services accounts and allows for the ability to add ACH credit options for state agencies that must have this option, but cannot currently be supported because of staffing constraints.

Administration - Treasury 0022

Initiative: Increase funding levels for the Unclaimed Property program by 5% each year for the next five years, based upon current expenditures.

Ref. #: 3233

Committee Vote:

12-0

AFA Vote: _____

ABANDONED PROPERTY FUND

2023-24

2024-25

All Other

\$20,336

\$41,690

ABANDONED PROPERTY FUND TOTAL

\$20,336

\$41,690

Justification:

This initiative increases the Unclaimed Property funds to cover basic operation of the program in step with the rising cost due to contracts and inflation. Unclaimed Property's budget has been tight for the past few years, and a 5% increase across the board each year for the next five years will help stabilize the funding against the costs.

ADMINISTRATION - TREASURY 0022

PROGRAM SUMMARY

GENERAL FUND	History 2021-22	History 2022-23	2023-24	2024-25
POSITIONS - LEGISLATIVE COUNT	16.000	16.000	18.000	18.000
Personal Services	\$1,424,692	\$1,460,150	\$1,778,280	\$1,833,044
All Other	\$776,277	\$776,277	\$776,277	\$776,277
GENERAL FUND TOTAL	<u>\$2,200,969</u>	<u>\$2,236,427</u>	<u>\$2,554,557</u>	<u>\$2,609,321</u>
ABANDONED PROPERTY FUND	History 2021-22	History 2022-23	2023-24	2024-25
All Other	\$341,727	\$406,727	\$427,063	\$448,417
ABANDONED PROPERTY FUND TOTAL	<u>\$341,727</u>	<u>\$406,727</u>	<u>\$427,063</u>	<u>\$448,417</u>

TREASURER OF STATE, OFFICE OF

DEPARTMENT TOTALS

	2023-24	2024-25
GENERAL FUND	\$2,554,557	\$2,609,321
ABANDONED PROPERTY FUND	\$427,063	\$448,417
DEPARTMENT TOTAL - ALL FUNDS	\$2,981,620	\$3,057,738

PART D

Sec. D-1. 2 MRSA §6, sub-§3 is amended to read:

3. Range 89. The salaries of the following state officials and employees are within salary range 89:

Director, Bureau of General Services;
 Director, Bureau of Alcoholic Beverages and Lottery Operations;
 State Budget Officer;
 State Controller;
 Director, Bureau of Forestry;
 Director, Governor's Office of Policy Innovation and Management the Future;
 Director, Energy Resources Office;
~~Director of Human Resources~~ State Human Resources Officer;
 Director, Bureau of Parks and Lands;
 Director of the Governor's Office of Communications;
 Director, Bureau of Agriculture, Food and Rural Resources;
 Director, Bureau of Resource Information and Land Use Planning; and
 Director, Office of Marijuana Policy.

Sec. D-2. 5 MRSA §947-B is amended to read:

1. Major policy-influencing positions. The following positions are major policy-influencing positions within the Department of Administrative and Financial Services. Notwithstanding any other provision of law, these positions and their successor positions are subject to this chapter:

- A.
- B. ~~Director, Bureau of Human Resources~~ State Human Resources Officer
- C.
- D. Director, Bureau of Alcoholic Beverages and Lottery Operations;
- E. Director, Bureau of General Services;
- F. Deputy Commissioners, Department of Administrative and Financial Services;
- G. State Controller;
- H. State Tax Assessor;
- I. State Budget Officer;
- J. Chief Information Officer;
- K. Associate Commissioner, Administrative Services;
- L. Associate Commissioner for Tax Policy within the Bureau of Revenue Services; ~~and~~
- M. Director, Legislative Affairs and Communications-; and
- N. Director, Office of Marijuana Policy

Sec. D-3. Maine Revised Statutes amended; revision clause. Wherever in the Maine Revised Statutes the title "Director of Human Resources" or "Director, Bureau of Human Resources" appears, it is amended to read "State Human Resources Officer" and the Revisor of Statutes shall implement this revision when updating, publishing or republishing the statutes.

Sec. D-4. Rules, forms, policies and publications. On or after the effective date of this section, when adopting or amending rules and developing or publishing forms, policies and publications, the Department of Administrative and Financial Services shall replace "Director of Human Resources" or "Director, Bureau of Human Resources" with "State Human Resources Officer".

PART D SUMMARY

This Part updates the title of the Director of Human Resources to the State Human Resources Officer within the major policy influencing position of the Department of Administrative and Financial Services and in the list of positions with salaries set by the Governor. Sections 3 and 4 direct the Revisor of Statutes and Department of Administrative and Financial Services to update this title when updating, publishing or republishing the statutes or when adopting or amending rules and developing or publishing forms, policies and publications

PART F

Sec. F-1. 4 MRSA §1610-P is enacted to read:

§1610-P. Additional securities

Notwithstanding any limitation on the amount of securities that may be issued pursuant to section 1606, subsection 2, the authority may issue additional securities in an amount not to exceed \$34,050,000 outstanding at any one time for capital repairs and improvements to state-owned facilities and hazardous waste cleanup on state-owned properties.

Sec. F-2. Maine Governmental Facilities Authority; issuance of securities. Pursuant to the Maine Revised Statutes, Title 4, section 1606, subsection 2 and section 1610-P, and notwithstanding the limitation contained in Maine Revised Statutes, Title 4, section 1606, subsection 2 regarding the amount of securities that may be issued, the Maine Governmental Facilities Authority is authorized to issue securities in its own name in an amount up to \$34,050,000. Proceeds must be used for the purpose of paying the costs associated with capital repairs and improvements to and construction of state-owned facilities and hazardous waste cleanup on state-owned properties as designated by the Commissioner of Administrative and Financial Services.

**PART F
SUMMARY**

This Part authorizes the Maine Governmental Facilities Authority to issue additional securities up to an amount of \$34,050,000 to pay for the costs of capital repairs and improvements to and construction of state-owned facilities and hazardous waste cleanup on state-owned properties.

PART G

Sec. G-1. 4 MRSA §1610-Q is enacted to read:

§1610-Q. Additional securities

Notwithstanding any limitation on the amount of securities that may be issued pursuant to section 1606, subsection 2, the authority may issue additional securities in an amount not to exceed \$37,000,000 outstanding at any one time for capital repairs and improvements to state-owned facilities and hazardous waste cleanup on state-owned properties.

Sec. G-2. Maine Governmental Facilities Authority; issuance of securities. Pursuant to the Maine Revised Statutes, Title 4, section 1606, subsection 2 and section 1610-Q, and notwithstanding the limitation contained in Maine Revised Statutes, Title 4, section 1606, subsection 2 regarding the amount of securities that may be issued, the Maine Governmental Facilities Authority is authorized to issue securities in its own name in an amount up to \$37,000,000. Proceeds must be used for the purpose of paying the costs associated with capital repairs and improvements to and construction of state-owned facilities and hazardous waste cleanup on state-owned properties as designated by the Commissioner of Administrative and Financial Services.

PART G SUMMARY

This Part authorizes the Maine Governmental Facilities Authority to issue additional securities up to an amount of \$37,000,000 to pay for the costs of capital repairs and improvements to and construction of state-owned facilities and hazardous waste cleanup on state-owned properties.

PART N

Sec. N-1. Carrying provision; Department of Administrative and Financial Services, Debt Service - Government Facilities Authority. Notwithstanding any provision of law to the contrary, the State Controller shall carry any remaining balances in the Department of Administrative and Financial Services, Debt Service - Government Facilities Authority program, General Fund account in each year of the 2024-2025 biennium into the following fiscal year.

**PART N
SUMMARY**

This Part amends the statute to renew the authority for the Debt Service – Government Facilities Authority program to carry their funds in the following biennium.

PART O

Sec. O-1. Carrying provision; Department of Administrative and Financial Services, Central Administrative Applications Notwithstanding any provision of law to the contrary, the State Controller shall carry any remaining balances in the Department of Administrative and Financial Services, Central Administrative Applications program, General Fund account in each year of the 2024-2025 biennium into the following fiscal year.

**PART O
SUMMARY**

This Part authorizes the Department of Administrative and Financial Services to carry forward any remaining balance in the Central Administrative Applications program for fiscal years 2023-24 and 2024-25.

PART P

Sec. P-1. Department of Administrative and Financial Services; lease-purchase authorization. Pursuant to the Maine Revised Statutes, Title 5, section 1587, the Department of Administrative and Financial Services, in cooperation with the Treasurer of State, may enter into financing agreements in fiscal years 2023-24 and 2024-25 for the acquisition of motor vehicles for the Central Fleet Management Division. The financing agreements entered into in each fiscal year may not exceed \$13,500,000 in principal costs, and a financing agreement may not exceed 6 years in duration. The interest rate may not exceed 7%. The annual principal and interest costs must be paid from the appropriate line category allocations in the Central Fleet Management Division account.

**PART P
SUMMARY**

This Part authorizes the Department of Administrative and Financial Services to enter into financing arrangements in fiscal years 2023-24 and 2024-25 for the acquisition of motor vehicles for the Central Fleet Management Division.

PART Q

Sec. Q-1. Department of Administrative and Financial Services; lease-purchase authorization. Pursuant to the Maine Revised Statutes, Title 5, section 1587, the Department of Administrative and Financial Services, in cooperation with the Treasurer of State, may enter into financing arrangements in fiscal years 2023-24 and 2024-25 for improvements to the State's technology infrastructure and data centers; purchase of enterprise software; modernization of databases, storage and other components; and improved security of personally identifiable information and other confidential data. The financing agreements entered into each fiscal year may not exceed \$5,000,000 in principal costs, 7 years in duration and a 7% interest rate. The annual principal and interest costs must be paid from the appropriate line category appropriations in the Department of Administrative and Financial Services, Office of Information Technology accounts.

**PART Q
SUMMARY**

This Part authorizes the Department of Administrative and Financial Services to enter into financing arrangements in fiscal years 2023-24 and 2024-25 for improvements to the State's technology infrastructure and data centers; purchase of enterprise software; modernization of databases, storage and other components; and improved security of personally identifiable information and other confidential data.

8-D

PART R

Sec. R-1. Department of Administrative and Financial Services; lease-purchase authorization. Pursuant to the Maine Revised Statutes, Title 5, section 1587, the Department of Administrative and Financial Services, in cooperation with the Treasurer of State, may enter into financing arrangements in fiscal years 2023-24 and 2024-25 for the acquisition of hardware, software and systems to support the operations of the Statewide Radio Network System Reserve Fund, established in Title 5, section 1520, specifically, for purchasing portables, ongoing upgrades of tower hardware, and the purchase of equipment in support of tower maintenance. The financing agreements entered into in each fiscal year may not exceed \$5,000,000 in principal costs, 7 years in duration and a 7% interest rate. The annual principal and interest costs must be paid from the appropriate line category appropriations in the Department of Administrative and Financial Services, Office of Information Technology accounts.

**PART R
SUMMARY**

This Part authorizes the Department of Administrative and Financial Services to enter into financing arrangements in fiscal years 2023-24 and 2024-25 for the acquisition of hardware, software and systems to support the operations of the Statewide Radio Network System Reserve Fund.