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STATE OF MAINE
DEPARTMENT OF ADMINISTRATIVE & FINANCIAL SERVICES

Bureau of the Budget
58 State House Station
Augusta, Maine 04333

January 15, 2009

TO: Senator Bill Diamond, Chair
Representative Emily Cain, Chair
Joint Standing Committee on Appropriations and Financial Affairs

FROM: Ehen Jane Schneider, State Budget Officer
Bureau of the Budget

SUBJECT: Voluntary Employee Incentive Program – FY08

Pursuant to Public Law 2007, chapter 240, Part M, the State Budget Officer is required to report the General Fund savings of the Voluntary Employee Incentive Program.

The attached report reflects savings accrued in fiscal year 2008. Please note that the savings generated in the Department of Inland Fisheries & Wildlife was not transferred and adjusted because of Article 9, Section 22 of the Maine Constitution.

If you have any questions, please do not hesitate to contact me.

EJS/dw

cc: Ryan Low, Commissioner
David Boulter, Executive Director of the Legislative Council

Attachment:

VOLUNTARY EMPLOYEE INCENTIVE PROGRAM - FY 08

| ACCOUNT | TITLE | PROGRAM | POS # | SAVINGS |
|--------------|--|------------------|-----------|-----------|
| 01001A032001 | Veterinarian | Position Leave | 005000091 | 5,405.00 |
| 01001A039401 | Lab Technician III | Sporadic Days | 005000668 | 479.00 |
| 01001A083301 | Development Project Officer | Sporadic Days | 005000615 | 3,827.00 |
| 01001A083301 | Public Service Coordinator I | Sporadic Days | 005000872 | 1,418.00 |
| 01003D054201 | Vocational Trades Instructor | Position Leave | 038000016 | 25,155.00 |
| 01003E085701 | Vocational Trades Instructor Juvenile | Position Leave | 041001858 | 2,043.00 |
| 01003E085701 | Vocational Trades Instructor Juvenile | Reduced Workweek | 041001858 | 8,171.00 |
| 01004A023253 | Forest Ranger II | Sporadic Days | 017113515 | 384.00 |
| 01004A023253 | Forest Ranger II | Position Leave | 017143521 | 9,247.00 |
| 01004A023253 | Forest Ranger II | Reduced Workweek | 017143556 | 2,245.00 |
| 01004A023761 | GIS Coordinator | Sporadic Days | 017300311 | 1,788.00 |
| 01004A082114 | PS Mgr I (Dir Natural Areas Div) | Reduced Workweek | 017300119 | 4,032.00 |
| 01004A082114 | PS Mgr I (Dir Natural Areas Div) | Reduced Workweek | 017300119 | 2,791.00 |
| 01004A082114 | PS Mgr I (Dir Natural Areas Div) | Reduced Workweek | 017300119 | 3,412.00 |
| 01004A082114 | PS Mgr I (Dir Natural Areas Div) | Reduced Workweek | 017300119 | 1,551.00 |
| 01004A082114 | PS Mgr I (Dir Natural Areas Div) | Reduced Workweek | 017300119 | 2,614.00 |
| 01005A083770 | Office Specialist I | Reduced Workweek | 014000521 | 4,702.00 |
| 01005A083669 | Office Specialist II Supervisor | Reduced Workweek | 014000011 | 16,355.00 |
| 01006A024710 | Oil & Hazardous Materials Specialist I | Position Leave | 083301641 | 1,045.00 |
| 01006A024810 | Environmental Specialist III | Position Leave | 083201440 | 1,468.00 |
| 01006A024810 | Environmental Specialist II | Reduced Workweek | 083201467 | 2,598.00 |
| 01006A024810 | Environmental Specialist II | Position Leave | 083201467 | 9,815.00 |
| 01007B008201 | Policy Development Specialist | Sporadic Days | 095101117 | 894.00 |
| 01009A053101 | Office Associate II | Sporadic Days | 018120011 | 254.00 |
| 01009A053101 | Management Analyst I | Sporadic Days | 018090101 | 2,072.00 |
| 01009A053101 | Public Service Manager I | Sporadic Days | 018120061 | 535.00 |
| 01009A053101 | Management Analyst II | Sporadic Days | 018090101 | 2,072.00 |
| 01009A053401 | Programmer Analyst | Sporadic Days | 018670345 | 703.00 |
| 01009A053401 | Office Associate II | Reduced Workweek | 018100141 | 362.00 |
| 01009A053401 | Programmer Analyst | Sporadic Days | 018670345 | 2,196.00 |
| 01009A053501 | Biologist I | Sporadic Days | 018680421 | 550.00 |
| 01009A053601 | Biologist I | Position Leave | 018651137 | 231.00 |
| 01009A072901 | Natural Science Educator | Sporadic Days | 018800194 | 2,557.00 |
| 01010A010001 | Office Associate II | Sporadic Days | 020001290 | 149.00 |

VOLUNTARY EMPLOYEE INCENTIVE PROGRAM - FY 08

| <u>ACCOUNT</u> | <u>TITLE</u> | <u>PROGRAM</u> | <u>POS #</u> | <u>SAVINGS</u> |
|----------------|-----------------------------------|------------------|--------------|----------------|
| 01010A012901 | Medical Support Associate | Position Leave | 020312354 | 2,396.00 |
| 01010A012901 | Secretary Medical | Position Leave | 020312276 | 620.00 |
| 01010A012901 | Office Associate II | Reduced Workweek | 020100651 | 756.00 |
| 01010A012901 | Medical Support Associate | Sporadic Days | 020312354 | 150.00 |
| 01010A012901 | Medical Care Coordinator | Position Leave | 020002250 | 5,419.00 |
| 01010A012901 | Medical Support Associate | Sporadic Days | 020312354 | 301.00 |
| 01010A012901 | Comprehensive Health Planner II | Sporadic Days | 020312417 | 659.00 |
| 01010A012901 | Office Assistant II | Sporadic Days | 020003172 | 122.00 |
| 01010A012901 | Medical Support Specialist Claims | Position Leave | 020002090 | 602.00 |
| 01010A012901 | Provider Relations Specialist | Sporadic Days | 020227198 | 564.00 |
| 01010A012901 | Management Analyst I | Sporadic Days | 020311931 | 1,100.00 |
| 01010A012901 | Public Health Educator III | Position Leave | 020002838 | 384.00 |
| 01010A012901 | Comprehensive Health Planner II | Sporadic Days | 020312417 | 876.00 |
| 01010A012901 | Health Services Consultant | Sporadic Days | 020002105 | 377.00 |
| 01010A012901 | Medical Support Associate | Sporadic Days | 020312364 | 58.00 |
| 01010A012901 | Office Associate II | Sporadic Days | 020001499 | 543.00 |
| 01010A012901 | Medical Support Associate | Position Leave | 020312354 | 3,894.00 |
| 01010A012901 | Medical Care Coordinator | Sporadic Days | 020003311 | 378.00 |
| 01010A012901 | Office Associate I | Sporadic Days | 020312352 | 200.00 |
| 01010A012901 | Reimbursement Specialist | Sporadic Days | 020003319 | 498.00 |
| 01010A012901 | Office Assistant II | Sporadic Days | 020103001 | 54.00 |
| 01010A012901 | Reimbursement Specialist | Sporadic Days | 020003319 | 101.00 |
| 01010A012901 | Medical Support Associate | Sporadic Days | 020002352 | 367.00 |
| 01010A012901 | Comprehensive Health Planner II | Reduced Workweek | 020312416 | 1,864.00 |
| 01010A012901 | Public Service Manager II | Reduced Workweek | 020002535 | 2,010.00 |
| 01010A012901 | Manager Benefits Recovery Unit | Sporadic Days | 020228073 | 427.00 |
| 01010A012901 | Reimbursement Specialist | Sporadic Days | 020003319 | 992.00 |
| 01010A012901 | Health Services Consultant | Sporadic Days | 020002105 | 377.00 |
| 01010A012901 | Medical Support Associate Supv | Sporadic Days | 020312365 | 132.00 |
| 01010A012901 | Senior Medical Claims Adjuster | Sporadic Days | 020001601 | 252.00 |
| 01010A012901 | Medical Support Associate | Position Leave | 020312354 | 299.00 |
| 01010A012901 | Staff Development Specialist IV | Position Leave | 020003176 | 1,198.00 |
| 01010A014001 | Public Service Manager II | Reduced Workweek | 020312444 | 1,689.00 |
| 01010A014201 | Staff Development Specialist IV | Reduced Workweek | 020103184 | 653.00 |
| 01010A014201 | Auditor II | Reduced Workweek | 020103236 | 1,485.00 |
| 01010A014201 | Staff Development Specialist IV | Reduced Workweek | 020103184 | 5,656.00 |
| 01010A014201 | Field Examiner II | Position Leave | 020002721 | 2,726.00 |
| 01010A014201 | Auditor II | Reduced Workweek | 020103236 | 1,485.00 |
| 01010A014201 | Auditor II | Reduced Workweek | 020103236 | 1,485.00 |
| 01010A014201 | Field Examiner II | Sporadic Days | 020002721 | 278.00 |
| 01010A014201 | Management Analyst II | Sporadic Days | 020003264 | 459.00 |
| 01010A014201 | Office Associate II | Sporadic Days | 020002092 | 68.00 |
| 01010A014201 | Auditor II | Reduced Workweek | 020103236 | 1,142.00 |
| 01010A014201 | Auditor II | Sporadic Days | 030004149 | 917.00 |
| 01010A014201 | Auditor II | Sporadic Days | 030004364 | 2,679.00 |

VOLUNTARY EMPLOYEE INCENTIVE PROGRAM - FY 08

| <u>ACCOUNT</u> | <u>TITLE</u> | <u>PROGRAM</u> | <u>POS #</u> | <u>SAVINGS</u> |
|----------------|-----------------------------------|------------------|--------------|----------------|
| 01010A014301 | Public Health Nurse Supervisor | Sporadic Days | 020330401 | 1,201.00 |
| 01010A014301 | Secretary Medical | Sporadic Days | 020312508 | 403.00 |
| 01010A014301 | Medical Support Spec Records | Position Leave | 020312511 | 4,920.00 |
| 01010A014301 | Secretary Medical | Sporadic Days | 020312508 | 1,340.00 |
| 01010A019601 | Office Assistant II | Position Leave | 020227898 | 831.00 |
| 01010A019601 | Office Assistant II | Sporadic Days | 020227181 | 729.00 |
| 01010A019601 | Office Associate II | Reduced Workweek | 030304098 | 886.00 |
| 01010A019601 | Mental Health Program Coordinator | Position Leave | 030304454 | 2,285.00 |
| 01010A019601 | Customer Rep Assoc I | Position Leave | 020227894 | 485.00 |
| 01010A019601 | Office Assistant II | Sporadic Days | 020227233 | 313.00 |
| 01010A020201 | Office Associate II | Sporadic Days | 020003208 | 243.00 |
| 01010A020201 | Office Associate II | Sporadic Days | 020003208 | 365.00 |
| 01010A020201 | Office Associate II | Sporadic Days | 020003208 | 365.00 |
| 01010A045201 | Human Services Caseworker | Position Leave | 020227594 | 2,878.00 |
| 01010A045201 | Human Services Caseworker | Position Leave | 020002496 | 3,503.00 |
| 01010A045201 | Community Care Worker | Sporadic Days | 020227979 | 3,402.00 |
| 01010A045201 | Human Services Caseworker | Position Leave | 020227594 | 4,957.00 |
| 01010A045201 | Human Services Caseworker | Reduced Workweek | 020227595 | 12,276.00 |
| 01010A045201 | Human Services Caseworker Supv | Sporadic Days | 020227755 | 1,342.00 |
| 01010A045201 | Human Services Caseworker | Sporadic Days | 020001818 | 957.00 |
| 01010A045201 | Human Services Caseworker | Reduced Workweek | 020220901 | 5,256.00 |
| 01010A045201 | Human Services Caseworker Supv | Reduced Workweek | 020002815 | 5,418.00 |
| 01010A045201 | Human Services Caseworker | Reduced Workweek | 020002486 | 1,796.00 |
| 01010A045201 | Human Services Caseworker | Reduced Workweek | 020002896 | 3,347.00 |
| 01010A045201 | Human Services Caseworker | Reduced Workweek | 020222091 | 5,787.00 |
| 01010A045201 | Human Services Caseworker Supv | Position Leave | 020223501 | 9,009.00 |
| 01010A045201 | Human Services Caseworker Supv | Reduced Workweek | 020223501 | 1,932.00 |
| 01010A045201 | Human Services Caseworker Supv | Reduced Workweek | 020002517 | 10,872.00 |
| 01010A045201 | Human Services Caseworker | Position Leave | 020002392 | 1,837.00 |
| 01010A045201 | Human Services Caseworker Supv | Reduced Workweek | 020223501 | 1,449.00 |
| 01010A045301 | Family Independence Specialist | Sporadic Days | 020227934 | 462.00 |
| 01010A045301 | Family Independence Specialist | Sporadic Days | 020227771 | 2,941.00 |
| 01010A045301 | Family Independence Specialist | Sporadic Days | 020227708 | 1,051.00 |
| 01010A045301 | Family Independence Specialist | Sporadic Days | 020001683 | 730.00 |
| 01010A045301 | Family Independence Specialist | Sporadic Days | 020001556 | 730.00 |
| 01010A045301 | Family Independence Specialist | Sporadic Days | 020001556 | 730.00 |
| 01010AZ03401 | Social Services Program Spec II | Sporadic Days | 032001932 | 7,384.00 |
| 01010AZ03501 | Management Analyst II | Sporadic Days | 030304446 | 2,435.00 |
| 01010AZ03501 | Management Analyst II | Sporadic Days | 020002095 | 962.00 |
| 01010AZ03501 | Management Analyst II | Sporadic Days | 030304446 | 1,948.00 |
| 01010AZ03501 | Management Analyst II | Sporadic Days | 020002095 | 805.00 |
| 01010AZ03601 | Customer Rep Assoc I - HS | Sporadic Days | 020002708 | 560.00 |

VOLUNTARY EMPLOYEE INCENTIVE PROGRAM - FY 08

| <u>ACCOUNT</u> | <u>TITLE</u> | <u>PROGRAM</u> | <u>POS #</u> | <u>SAVINGS</u> |
|----------------|-----------------------------------|------------------|--------------|----------------|
| 01010AZ03601 | Community Care Worker | Position Leave | 020220081 | 3,670.00 |
| 01010AZ03601 | Office Associate II | Sporadic Days | 020312278 | 352.00 |
| 01010AZ03601 | Office Associate II | Sporadic Days | 020002648 | 62.00 |
| 01010AZ03601 | Office Associate II | Sporadic Days | 020002648 | 726.00 |
| 01010AZ03601 | Social Services Program Spec I | Position Leave | 030304282 | 10,871.00 |
| 01010AZ03601 | Management Analyst I | Sporadic Days | 020002256 | 301.00 |
| 01010AZ03601 | Social Services Program Spec I | Sporadic Days | 020311991 | 162.00 |
| 01010AZ03601 | Office Associate II | Sporadic Days | 020002648 | 62.00 |
| 01010AZ03601 | Management Analyst I | Sporadic Days | 020002256 | 500.00 |
| | | | | |
| 01010AZ04001 | Human Services Caseworker Supv | Sporadic Days | 020227888 | 1,876.00 |
| 01010AZ04001 | Human Services Caseworker | Sporadic Days | 020002872 | 219.00 |
| 01010AZ04001 | Human Services Caseworker | Reduced Workweek | 020002872 | 1,958.00 |
| 01010AZ04001 | Human Services Caseworker | Sporadic Days | 020221121 | 600.00 |
| 01010AZ04001 | Human Services Caseworker | Sporadic Days | 020227888 | 805.00 |
| 01010AZ04001 | Human Services Caseworker | Reduced Workweek | 020230811 | 2,830.00 |
| 01010AZ04001 | Human Services Caseworker | Sporadic Days | 020001796 | 1,089.00 |
| | | | | |
| 01013A002701 | Marine Resource Scientist II | Reduced Workweek | 072000061 | 2,520.00 |
| | | | | |
| 01013A002940 | Marine Patrol Officer | Position Leave | 072001831 | 1,865.00 |
| | | | | |
| 01014A012102 | Intensive Case Manager | Position Leave | 030004525 | 1,825.00 |
| 01014A012102 | Physician III | Sporadic Days | 031003803A | 1,517.00 |
| 01014A012102 | Physician III | Sporadic Days | 032001921 | 2,362.00 |
| 01014A012102 | Physician III | Sporadic Days | 032001921 | 2,362.00 |
| 01014A012102 | Intensive Case Manager | Position Leave | 030004525 | 1,370.00 |
| 01014A012102 | MH & MR Caseworker Supv | Reduced Workweek | 030304462 | 6,646.00 |
| 01014A012102 | Physician III | Sporadic Days | 031003564 | 1,513.00 |
| 01014A012102 | Physician III | Sporadic Days | 032001921 | 1,575.00 |
| 01014A012102 | Physician III | Position Leave | 031003564 | 11,356.00 |
| | | | | |
| 01014A012260 | MH & MR Caseworker | Sporadic Days | 030304668 | 2,867.00 |
| 01014A012260 | MH & MR Caseworker | Reduced Workweek | 030304667 | 14,334.00 |
| 01014A012260 | MH & MR Caseworker | Position Leave | 030304168 | 5,228.00 |
| 01014A012260 | MH & MR Caseworker | Position Leave | 030303953 | 8,014.00 |
| 01014A012260 | MH & MR Caseworker | Sporadic Days | 030304579 | 653.00 |
| 01014A012260 | MH & MR Caseworker | Reduced Workweek | 030304667 | 6,253.00 |
| 01014A012260 | MH & MR Caseworker | Sporadic Days | 030304668 | 2,207.00 |
| 01014A012260 | MH & MR Caseworker | Sporadic Days | 030304579 | 435.00 |
| | | | | |
| 01014A013607 | Mental Health Program Coordinator | Reduced Workweek | 032111621 | 4,563.00 |
| 01014A013607 | Physician III | Sporadic Days | 030004646 | 4,726.00 |
| 01014A013607 | MH & MR Caseworker | Sporadic Days | 030304162 | 1,552.00 |
| 01014A013607 | Physician III | Sporadic Days | 030004646 | 8,269.00 |
| 01014A013607 | Mental Health Program Coordinator | Reduced Workweek | 030304094 | 3,444.00 |
| | | | | |
| 01014G070001 | Substance Abuse Program Spec | Sporadic Days | 030004484 | 3,304.00 |
| 01014G070001 | Social Services Program Spec I | Sporadic Days | 095900010 | 1,089.00 |

VOLUNTARY EMPLOYEE INCENTIVE PROGRAM - FY 08

| <u>ACCOUNT</u> | <u>TITLE</u> | <u>PROGRAM</u> | <u>POS #</u> | <u>SAVINGS</u> |
|----------------|-------------------------------------|------------------|--------------|-------------------|
| 013070001 | Office Associate II | Sporadic Days | 095900060 | 635.00 |
| 01016A029101 | Forensic Scientist | Position Leave | 065003551 | 6,025.00 |
| 01016A029101 | DNA Forensic Scientist | Reduced Workweek | 065007348 | 1,070.00 |
| 01018A005701 | Architect | Sporadic Days | 004502951 | 833.00 |
| 01018A005701 | Director Bureau of General Services | Reduced Workweek | 004500274 | 6,953.00 |
| 01018A005701 | Architect | Sporadic Days | 004500358 | 2,121.00 |
| 01018A005701 | Director Bureau of General Services | Reduced Workweek | 004500274 | 4,635.00 |
| 01018F005601 | Public Service Coordinator I | Sporadic Days | 016200911 | 1,551.00 |
| 01018H003801 | Public Service Coordinator I | Reduced Workweek | 004900540 | 1,554.00 |
| 01018H003801 | Public Service Coordinator I | Reduced Workweek | 004900540 | 240.00 |
| 01019A058512 | Development Project Officer | Sporadic Days | 136000141 | 957.00 |
| 01019A059013 | Director Maine Film Office | Reduced Workweek | 136000071 | 3,936.00 |
| 01019A059013 | Director Maine Film Office | Reduced Workweek | 136000071 | 3,092.00 |
| 01019A099501 | PS Mgr II (Policy Development Spec) | Sporadic Days | 136000149 | 2,577.00 |
| 01027A006701 | Staff Auditor II | Position Leave | 007000590 | 11,118.00 |
| 01027A006701 | Principal Auditor | Reduced Workweek | 007000012 | 3,412.00 |
| 01027A006701 | Principal Auditor | Sporadic Days | 070000012 | 597.00 |
| 01029A069201 | Accounting Associate I | Sporadic Days | 075000721 | 1,129.00 |
| 01094E041401 | Secretary Associate Legal | Reduced Workweek | 075000892 | 1,162.00 |
| 01094E041401 | Secretary Associate Legal | Sporadic Days | 075000892 | 548.00 |
| 01094E041402 | PS Ex I (Ex Dir Comm Gov Ethics) | Sporadic Days | 075000811 | 1,126.00 |
| 01094H015001 | Chief Field Investigator | Reduced Workweek | 127000003 | 12,303.00 |
| 01094Q021741 | Librarian I | Reduced Workweek | 014700571 | 3,766.00 |
| 01094Q021741 | Librarian I | Reduced Workweek | 014700571 | 2,232.00 |
| 01094Q021741 | Librarian I | Sporadic Days | 014700021 | 805.00 |
| 01094Q021741 | Librarian II | Sporadic Days | 014700351 | 706.00 |
| 01094Q021741 | Librarian I | Reduced Workweek | 014700571 | 1,889.00 |
| 01094Q021741 | Customer Representative Asst II | Sporadic Days | 014701211 | 1,549.00 |
| 01094Q021741 | Customer Representative Asst II | Sporadic Days | 014700631 | 712.00 |
| 01094Q021741 | Librarian II | Sporadic Days | 014701345 | 141.00 |
| TOTAL | | | | 490,240.00 |