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Review of the Office of the Department of the
Secretary of State under the Government Evaluation
Act

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**JOINT STANDING COMMITTEE ON
STATE AND LOCAL GOVERNMENT**

**Review of the Office of the Department of the Secretary of State under the
Government Evaluation Act**

The Government Evaluation Act

The Government Evaluation Act (“Act”) provides for a system of periodic review of the efficacy and performance of state government agencies. The review of an agency’s finances and programs must include a review of agency management and organization, program delivery, goals and objectives, statutory mandates and fiscal accountability. (3 MRSA § 951 et seq.) The law was enacted in the 117th Legislature to replace the former Government Audit and Program Review Committee and substituted a legislative audit of each agency on a rotating basis with an agency self assessment.

The focus of the Act is the agency program evaluation report that consists of a number of components required by the statute. Essentially, the report is an agency self-assessment that the committee of jurisdiction uses as a starting point for its evaluation of the agency’s effectiveness, efficiency and performance. The components that must be included in the report are: the agency’s enabling state and federal legislation; program descriptions; organizational structure, position count and job classifications; compliance with federal and state health and safety laws; ten-year financial summaries; regulatory agenda; coordinated efforts with other state agencies; constituencies served by the agency; alternative delivery systems; and emerging issues for the agency.

Review Process

In May of 2003, the Joint Standing Committee on State and Local Government notified the Department of the Secretary of State of its intent to review the agency pursuant to the schedule established in section 959 of Title 3. The Department of the Secretary of State submitted its program evaluation report as requested.

On January 28, 2004, the Department of the Secretary of State presented its Program Evaluation Report to the committee. The State and Local Government Committee did not hold any follow-up meetings after the Secretary of State’s presentation.

Findings and Recommendation

The Joint Standing Committee on State and Local Government has reviewed the Department of the Secretary of State (the Bureau of Corporations, Elections & Commissions and Maine State Archives) and finds that it is operating within its statutory authority. The Bureau of Corporations, Elections and Commissions is charged with ensuring the public confidence in the integrity of Maine elections, and ensuring the accuracy and accessibility of corporate filings and

other documents. The Maine State Archives is charged with providing a professional archival program to preserve Maine's permanent government records and providing management services for the efficient administration of government records. Detailed information about the Department of the Secretary of State can be found in the Office's Program Evaluation Report, which meets the criteria set in statute. (3 MRSA §956)