

# MAINE STATE LEGISLATURE

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STATE OF MAINE

ONE HUNDRED AND TWENTY-FIFTH LEGISLATURE  
COMMITTEE ON STATE AND LOCAL GOVERNMENT

March 14, 2012

The Honorable Kevin L. Raye  
President of the Senate  
The Honorable Robert W. Nutting  
Speaker of the House of Representatives  
125th Legislature  
State House  
Augusta, ME 04333

Dear Mr. President and Mr. Speaker:

Pursuant to Title 3 Maine Revised Statutes, chapter 35, we are pleased to submit the findings of the Joint Standing Committee on State and Local Government from the review and evaluation of the Department of Administrative and Financial Services under the State Government Evaluation Act. In its review, the Committee found that the Department of Administrative and Financial Services is operating within its statutory authority.

Sincerely,

Handwritten signature of Douglas A. Thomas in black ink.

Senator Douglas A. Thomas  
Senate Chair

Handwritten signature of H. David Cotta in black ink.

Representative H. David Cotta  
House Chair

cc: Sawin Millett, Commissioner, Department of Administrative and Financial Services  
Marion Hylan Barr, Director, Office of Policy and Legal Analysis

<p style="text-align:center"><b>JOINT STANDING COMMITTEE ON STATE AND LOCAL GOVERNMENT</b></p>
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**Review of the Office of the Department of Administrative and  
Financial Services under the Government Evaluation Act  
March 2012**

## **The Government Evaluation Act**

The Government Evaluation Act provides for a system of periodic review of the efficacy and performance of state government agencies (3 MRSA §951 et seq). The keystone 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, which the committee of jurisdiction uses as a starting point for its evaluation of the agency's effectiveness, efficiency and performance.

## **Review Process**

On May 1, 2011, the Joint Standing Committee on State and Local Government notified the Department of Administrative and Financial Services of its intent to review the agency pursuant to the schedule established in 3 MRSA, §959. The Department of Administrative and Financial Services submitted its program evaluation report as requested.

On January 30, 2012, Sawin Millett, Commissioner of the Department of Administrative and Financial Services presented the Program Evaluation Report to the Committee. The State and Local Government Committee held two follow-up meetings on February 22 (focusing on MSCommNet) and February 29 (focusing on service centers).

## **Findings and Recommendations**

The Joint Standing Committee on State and Local Government has reviewed the Department of Administrative and Financial Services and finds that it is operating within its statutory authority. The Department of Administrative and Financial Services has a broad range of responsibilities serving the three branches of government, all state agencies and the public. The department has a principal role in fiscal policy including preparing the state budget, financial planning of other state agencies and advising the Legislature on finance issues. The department is responsible for oversight of the civil service system, maintaining state owned buildings and grounds, and procuring leased space. The department also provides several internal services for state agencies including accounting, operation of the computer network system, delivery of information technology services, the administration of risk management/self-insurance, and management of purchasing. Detailed information about the Department of Administrative and Financial Services can be found in the Department's Program Evaluation Report, which meets the criteria set in statute (3 MRSA §956).