

MAINE STATE LEGISLATURE

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LISTING OF EXECUTIVE ORDERS

ISSUED BY GOVERNOR JAMES B. LONGLEY

January 3, 1975/January 2, 1979

1975

Affirmative Action Program

Feb. 4, 1975 (No. 1 FY - 74 - 75)

SUMMARY: To increase number of qualified minorities and women at all levels and in all segments where imbalances exist. Shall not discriminate on basis of race, creed, color, sex, national origin, ancestry, age, or physical handicap.

DEPARTMENTS/AGENCIES INVOLVED: All Departments and Agencies

Governor's Economic Advisory Committee

Feb. 5, 1975 (No. 2 FY 74-75)

SUMMARY: Creates the Governor's Economic Advisory Committee; defines responsibilities, functions and composition of the committee.

DEPARTMENTS/AGENCIES INVOLVED: None

Governor's Advisory Committee on the University of Maine

Feb. 13, 1975 (No. 3 FY 74-75)

SUMMARY: Establishes Governor's Advisory Committee on the University of Maine; asks present members of the Board of Trustees of the University to submit their resignations. Committee's duty to screen applicants for Trustee posts. Advisory Committee to consist of members representing all citizens of Maine, the student population of the University of Maine, the several campuses of the University of Maine and private institutions of higher learning. Purpose: to make Board of Trustees more representative of the people of the State and their interests.

DEPARTMENTS/AGENCIES INVOLVED: None

Employment Discrimination/Ex-Offenders & Ex-Patients of State Correction and Mental Health Institutions

March 11, 1975 (No. 4 FY 74-75)

SUMMARY: Provides equal employment opportunity for all former inmates and patients.

DEPARTMENTS/AGENCIES INVOLVED: All Departments and Agencies

1975

Planning & Advisory Council for Developmental Disabilities Services
Facilities Construction

March 14, 1975 (No. 5 FY 74-75)

SUMMARY: Council to develop and implement a comprehensive plan for developmental disabilities services and facilities. Assist in integration of services and resources of all state, regional, and local agencies assisting the developmentally disabled.

DEPARTMENTS/AGENCIES INVOLVED: Health & Welfare, Mental Health & Corrections, Education, Manpower Affairs, Labor & Industry, Park & Recreation Commission, Executive Department, non-governmental organizations or agencies which provide services to developmentally disabled persons, and consumers & consumer representatives.

Advisory Committee on Coastal Development & Conservation

March 25, 1975 (No. 6 FY 74-75)

SUMMARY: Establishes Standing Committee to recommend to the Governor a policy for the State in matters related to the Outer Continental Shelf (oil exploration) and problems related to the coast and coastal development.

DEPARTMENTS/AGENCIES INVOLVED: Chairman appointed by Governor, Commissioners of following Departments: Conservation, Environmental Protection, Marine Resources, Commerce & Industry, Business Regulation, State Planning Office, Attorney General, Senate Member of Marine Resources Commission, House Member (MRC)

Advisory Council on Business Development and Promotion

April 1, 1975 (No. 7 FY 74-75)

SUMMARY: Establishes an Advisory Council for orderly industrial development and to initiate a positive program that has the cooperation of the state government, the education system, including the university, and the business community; and to provide the Governor with input from the business community and the public.

DEPARTMENTS/AGENCIES INVOLVED: None

Review Procedure for Federal and Other Non-State Assistance

April 21, 1975 (No. 8 FY 74-75)

SUMMARY: Establishes that each department, commission, board or other agency which applies for, acquires or expends any federal or other non-state funds shall submit to the Bureau of the Budget and to the State Planning Office information on program purpose, State's commitment of resources required and service obligations incurred, ongoing costs, best-judgment view of future level and time-span of continued federal participation, proposed action in the event of discontinuance of participation by the federal agency.

DEPARTMENTS/AGENCIES INVOLVED: All Departments, Commissions, Boards and Agencies

1975

Distinguished Service Award Program

May 14, 1975 (No. 9 FY 74-75)

SUMMARY: Establishes Program and creates Awards Committee for recognition of outstanding and valuable contributions to State Government above and beyond that which is required of state employees and citizen volunteers.

DEPARTMENTS/AGENCIES INVOLVED: MSEA, Chairperson of Governor's Positive Action Committee, Commissioner of Finance & Administration, State Budget Officer.

State Owned Vehicles

May 23, 1975 (No. 10 FY 74-75)

SUMMARY: Directs all department and agency heads to abide by the Policy and Procedure on the Use of State Owned Motor Vehicles.

DEPARTMENTS/AGENCIES INVOLVED: All Departments and Agencies

Establishment of Coordinator of Canadian Affairs

June 13, 1975 (No. 11 FY 74-75)

SUMMARY: Designates a member of Governor's staff to be Coordinator of Relations and Trade with Canada in the Executive Department.

DEPARTMENTS/AGENCIES INVOLVED: Executive

Sharing Costs of Federal/State Programs

August 22, 1975 (No. 1 FY 75-76)

SUMMARY: Directs Department of Finance & Administration to reactivate cost allocation program to ensure timely and accurate reporting of information required to receive maximum benefit from Federal Management Circular 74-4 and Revisions. Requires participating State Agencies to provide data and documents as required by the State Bureau of the Budget's program.

DEPARTMENTS/AGENCIES INVOLVED: All Departments and Agencies

JURY DUTY/STATE EMPLOYEES

September 9, 1975 (No. 2 FY 75-76)

SUMMARY: Directs State department heads to refrain from seeking release from Jury Duty for their employees except when circumstances make services of employee indispensable.

DEPARTMENTS/AGENCIES INVOLVED: All Departments and Agencies

Preparation for 107th Legislature - Special Session - 1976

September 10, 1975 (No. 3 FY 75-76)

SUMMARY: Directs all department and agency heads to submit budgetary and statutory requests they wish to have considered at the Special Session, on or before October 10, 1975.

DEPARTMENTS/AGENCIES INVOLVED: All Departments and Agencies

Division of Community Services

September 19, 1975 (No. 4 FY 75-76)

SUMMARY: Changes name of Division of Economic Opportunity to Division of Community Services.

DEPARTMENTS/AGENCIES INVOLVED: None

Maine State Policies Plan

October 17, 1975 (No. 5 FY 75-76)

SUMMARY: Directs all agencies of State Government to cooperate and assist the Maine State Planning Office in the preparation of a well-defined, program oriented, six-year Maine State Policies Plan. To include timetables, estimates on costs, capital investments and employment.

DEPARTMENTS/AGENCIES INVOLVED: All Departments and Agencies

Citizen Inquiries & Complaints Regarding the Functioning of State Government

November 4, 1975 (No. 6 FY 75-76)

SUMMARY: Designates Division of Community Services of the Executive Dept. to receive and investigate complaints made by individuals against public officials and agencies of State Government and to provide information and referral services to requesting individuals with regard to available State governmental services.

DEPARTMENTS/AGENCIES INVOLVED: Division of Community Services, Executive Dept.

Control of State Expenditures

December 12, 1975 (No. 7 FY 75-76)

SUMMARY: Instructs the Department of Finance and Administration through the Bureau of the Budget to require departments of government to review itemized details of the Personal Services, All Other and Capital Quarterly Allotments. Purpose is to ensure that expenditures are made in the most efficient and beneficial manner.

DEPARTMENTS/AGENCIES INVOLVED: All Departments & Agencies

Out-of-State Travel Regulations

December 16, 1975 (No. 8 FY 75-76)

SUMMARY: Requires each department, commission, board or other agency of the State to submit all requests for out-of-state travel to the Travel Moratorium, Bureau of the Budget, regardless of funding source and whether or not expenses are paid for by the State. Requests must conform to procedures, regulations and format as set forth in the Bureau of the Budget's inter-departmental memo dated Sept. 15, 1975. Reimbursement procedures. Exemptions discussed.

DEPARTMENTS/AGENCIES INVOLVED: All Departments & Agencies

Establishment of a Government Operation Energy Conservation Program

January 27, 1976 (No. 9 FY 75-76)

SUMMARY: Instructs all State government department heads to reactivate their energy conservation efforts to the maximum degree possible.

DEPARTMENTS/AGENCIES INVOLVED: All Departments & Agencies

Advisory Committee on Coastal Development and Conservation

February 4, 1976 (No. 10 FY 75-76)

SUMMARY: Order modifies the membership and charge of the Advisory Committee. Overall responsibility is to advise the Governor and state agencies on issues of coastal planning and use, including development and conservation policies and any work performed pursuant to the Federal Coastal Zone Management Act of 1972. Principle function is to coordinate an effective program of community and individual citizen participation in coastal planning activities.

DEPARTMENTS/AGENCIES INVOLVED: Departments of Conservation, Environmental Protection, Marine Resources; State Development Office, State Planning Office, Office of Energy Resources, Attorney General, member of the Senate, member of the House, residents at large, V.P. for Research & Public Services of

Advisory Committee on Coastal Development and Conservation - continued
the University of Maine, Regional Planning Interests.

Special Services Contract Review

February 25, 1976 (No. 11 FY 75/76)

SUMMARY: Orders the Contract Review Committee to review all special services contracts for justification of need, as well as conformity to financial and contractual procedures as set forth in the Manual of Financial Procedures, Part III, Section 48. Further orders approval by the Contract Review Committee prior to commitment of any special services contract by any agency of government.

DEPARTMENTS/AGENCIES INVOLVED: All Departments and Agencies

Maine Land and Water Resources Council

March 19, 1976 (No. 12 FY 75/76)

SUMMARY: Order creates a Maine Land and Water Resources Council for coordination among the several State land and water programs to help assure efficiency in the use of public funds.

DEPARTMENTS/AGENCIES INVOLVED: Departments of Agriculture, Conservation, Environmental Protection, Inland Fisheries and Wildlife, Marine Resources, State Development Office, State Planning Office, V.P. for Research and Public Service, University of Maine, a member of the Maine Senate, A member of the Maine House, Chairman of the Regional Planning Commission's Directors Assn..

Task Force on Employee Performance Appraisal

May 6, 1976 (No. 13 FY 75/76)

SUMMARY: Establishes a Task Force to advise the Governor and all State Agencies as to the development of a comprehensive system of employee performance appraisal and to recommend a system for providing the necessary initial and on-going training of supervisory personnel. Review present evaluation system, develop a system of performance appraisal for all State government.

DEPARTMENTS/AGENCIES INVOLVED: Departments of Educational and Cultural Services, Transportation, Human Services, Office of State Employee Relations, Department of Personnel, appointees from public and private sectors.

Coordination of the Impact of Federal Activities

May 28, 1976 (No. 14 FY 75-76)

SUMMARY: Declares policy of administration to strive for a fair and equitable distribution of federal resources to Maine and orders the appointment of a Federal Activities Impact Coordinator to achieve goal. State Planning Office to conduct analyses of Statewide economic impacts of major proposed federal actions; State Development Office to assist in evaluation of impacts on the business community and recommend ways to compensate for impacts.

DEPARTMENTS/AGENCIES INVOLVED: All State Agencies.

Preparation for 108th Legislature - Regular Session

June 23, 1976 (No. 15 FY 75-76)

SUMMARY: Procedures to follow for review of budget and statutory requests prior to their submission to Legislature.

DEPARTMENTS/AGENCIES INVOLVED: All State agencies, Committees and Task Forces.

Designation of Non-Smoking Areas for State Employees

July 12, 1976 (No. 16 FY 75-76)

SUMMARY: Directs all agency heads to identify non-smoking areas for employees who choose to work in a smoke free environment. Areas to include work areas, cafeteria, employee lounge areas and certain public areas within State buildings.

DEPARTMENTS/AGENCIES INVOLVED: All Departments and Agencies.

Governmental Metric Policies Committee

September 24, 1976 (No. 1 FY/77)

SUMMARY: Creates a Governmental Metric Policies Committee to act in an advisory capacity to the Governor and State departments and agencies in the field of measurements. Functions to include the assessment of impact that conversion will have on operations; state of preparedness to use and promote metric measure; assessment of needs of business and industry; location of human and material resources; plan for conversion; training for State employees.

DEPARTMENTS/AGENCIES INVOLVED: Agriculture, Transportation, Educational & Cultural Services, Business Regulation, Finance & Administration, Conservation, Environmental Protection, State Development Office, State Planning Office, Governor's Office, Public Utilities Commission, Marine Resources.

Self-Insurance Flood Program

February 11, 1977 (No. 2 FY/77)

SUMMARY: Orders each Executive Agency to follow Governor's Executive Order of March 4, 1968 and charges BPI and Department of Finance & Administration with enforcement of regulations to do with the perils of flood, mudslide and erosion.

DEPARTMENTS/AGENCIES INVOLVED: Executive Agency, Bureau of Public Improvements, Department of Finance and Administration.

State of Maine Energy Policies

April 25, 1977 (No. 3 FY/77)

SUMMARY: Orders that the energy policies for the State will be as prescribed in "The State of Maine Energy Policy Statement" dated April 25, 1977.

DEPARTMENTS/AGENCIES INVOLVED: None

Task Force to Study the Maine Human Rights Act

May 13, 1977 (No. 4 FY/77)

SUMMARY: Creates Special Task Force to study the Maine Human Rights Act.

DEPARTMENTS/AGENCIES INVOLVED: State Personnel Department, reps. of minority groups, women's groups, the education community, industry.

Governor's Advisory Board on Executive Clemency

May 16, 1977 (No. 5 FY/77)

SUMMARY: Establishes Governor's Advisory Board on Executive Clemency to aid the Governor and could advise him re reprieves, pardons or commutations.

DEPARTMENTS/AGENCIES INVOLVED: None

Governor's Advisory Committee on Coastal Development and Conservation

May 18, 1977 (No. 6 FY/77)

SUMMARY: Modifies membership and charge of Advisory Committee as established in Executive Order of March 25, 1975 (No. 6 FY 74-75).

DEPARTMENTS/AGENCIES INVOLVED: Departments of Transportation, Conservation, Environmental Protection, Marine Resources; State Development Office, State Planning Office, Office of Energy Resources, Attorney General, a member of Senate, a member of House, VP for Research & Public Services of the University of Maine, Regional Planning Interests, Regional Planning Commissions, residents at large.

Establishment of a Special Task Force to Study the Problems of Alcoholism Within State Government.

May 25, 1977 (No. 7 FY/77)

SUMMARY: Title self-explanatory. To report recommendations to Governor within 60 days.

DEPARTMENTS/AGENCIES INVOLVED: Educational & Cultural Services, Department of Personnel, Department of Human Services, Director of Office of Employee Relations, representatives of Alcoholics Anonymous.

Maine Land and Water Resources Council, Providing for the Establishment of

July 21, 1977 (No. 8 FY/77-78)

SUMMARY: To coordinate the numerous organizations with authorities and responsibilities concerning planning for and management of land and water resources and to help assure efficiency in the use of public funds.

DEPARTMENTS/AGENCIES INVOLVED: Departments of Conservation, Agriculture, Environmental Protection, Inland Fisheries & Wildlife, Marine Resources, State Development Office, State Planning Office, Research and Public Service of University of Maine, a member of Senate, a member of House, Regional Planning Commissions Directors Assn.

Federal Assistance and State Plan Review

August 2, 1977 (No. 1 FY/77-78)

SUMMARY: Establishes within the Executive Dept. the position of Governor's Grants Coordinator and redefines the review procedure for Federal grants and State plans.

DEPARTMENTS/AGENCIES INVOLVED: State Planning Office, Department of Finance and Administration.

State of Maine Housing Policies

August 11, 1977 (No. 2 FY 77/78)

SUMMARY: Orders that the housing policies for the State of Maine will be as prescribed in the plan entitled "Public Policy and Maine Housing" dated August, 1977, designed to establish overall goals and policies aimed at meeting our housing needs.

DEPARTMENTS/AGENCIES INVOLVED: Maine State Planning Office

Developmental Disabilities Protection & Advocacy System

August 25, 1977 (No. 3 FY 77/78)

SUMMARY: To establish the Advocates for the Developmentally Disabled as the Implementing Agency for the Developmental Disabilities Protection and Advocacy System. System designed to protect individual rights of developmentally disabled.

DEPARTMENTS/AGENCIES INVOLVED: Maine Planning Council on Developmental Disabilities.

State Policy Re: Alcoholism within State Government

September 7, 1977 (No. 4 FY 77/78)

SUMMARY: Purpose of the program is to provide a comprehensive program to assist and educate State employees in identifying and dealing with problems of alcoholism within Maine State Government.

DEPARTMENTS/AGENCIES INVOLVED: Management, Department of Personnel; Involvement of all Departments & Agencies.

Preparation for 108th Legislature/Second Regular Session - 1978

September 7, 1977 (No. 5 FY 77/78)

SUMMARY: Directs all departments and agencies to submit such budgetary and statutory requests for review by the Governor's Legislative Review Committee by October 1, 1978.

DEPARTMENTS/AGENCIES INVOLVED: Assigned, Department of Finance & Administration, State Planning Office, Governor's Office; involves all Departments & Agencies.

Task Force on Regional and District Organizations

October 17, 1977 (No. 6 FY 77/78)

SUMMARY: Creates a Task Force on Regional and District Organizations to be comprised of Maine citizens for the purpose of recommending improvements in the planning, regulating and service functions at the regional and district level.

DEPARTMENTS/AGENCIES INVOLVED: State Planning Office

Policy and Procedure on the Use of State-Owned Vehicles

October 24, 1977 (No. 7 FY 77/78)

SUMMARY: Amendment to Executive Order No. 10 (FY 74-75). Re. Section 4.0 and previously granted exceptions to Section 4.0 rescinded and replaced concerning Storage Policy of State-Owned Vehicles.

DEPARTMENTS/AGENCIES INVOLVED: All Departments and Agencies.

Governor's Task Force on Product Liability

November 8, 1977 (No. 8 FY 77/78)

SUMMARY: Overall responsibility to review and suggest possible alternative solutions which are equitable for all parties who may be involved with product liability.

DEPARTMENTS/AGENCIES INVOLVED: Support: Department of Business Regulation; Task Force members, representation from Public, Legal Profession, Consumer Groups, Manufacturing Sector, Retail/Wholesale Sector, Casualty Insurance Industry.

Consolidation of State Computer Services

November 14, 1977 (No. 9 FY 77/78)

SUMMARY: Order requires that all future requests for data processing, professional data processing services, equipment and/or other related services be coordinated with the Bureau of Central Computer Services. Deviation from the Order requires specific written authorization by the Commissioner, Department of Finance and Administration.

DEPARTMENTS/AGENCIES INVOLVED: Department of Finance and Administration and all Departments and Agencies interested in data processing services.

Governor's Council on Physical Fitness and Sports

December 13, 1977 (No. 10 FY 77/78)

SUMMARY: Creates above Council to advise on the establishment and coordination of comprehensive physical fitness and sports programs.

DEPARTMENTS/AGENCIES INVOLVED: Bureau of Parks and Recreation, Bureau of Health, Department of Education & Cultural Services, Governor's Office, Division of Community Services, representatives from public sector.

State Government Socio-Economic Data Center

December 28, 1977 (No. 11 FY 77/78)

SUMMARY: Designates the State Planning Office as the Maine State Government Socio-economic Data Center with responsibility to collect and disseminate general socio-economic statistical information and to form such data user and general socio-economic statistical information and to form such data user and advisory groups as necessary to advise on data standards, new information desirability and availability, data distribution methods, methodologies and possible fee schedules.

DEPARTMENTS/AGENCIES INVOLVED: Implementation: State Planning Office;

Commission on Maine's Future Report - Implementation Procedures

January 26, 1978 (No. 12 FY 77/78)

SUMMARY: Establishes procedures for review and implementation of the Final Report of the Commission on Maine's Future and requests the cooperation of all departments and agencies in completing review.

DEPARTMENTS/AGENCIES INVOLVED: All Departments and Agencies.

Marketing and Information Committee

February 22, 1978 (No. 13 FY 77/78)

SUMMARY: Creates above Committee to provide for improved coordination and effectiveness of State agency Marketing and information efforts for Maine industry.

DEPARTMENTS/AGENCIES INVOLVED: State Development Office. Departments of Agriculture, Conservation, Inland Fisheries and Wildlife, Marine Resources, and Transportation.

Government Operation Energy Conservation Program, An Order Establishing

March 8, 1978 (No. 14 FY 77/78)

SUMMARY: Instructs all State government department heads to re-activate their energy conservation efforts (Executive Order No. 9, FY 75/76, dated January 27, 1976)

DEPARTMENTS/AGENCIES INVOLVED: All Departments and Agencies. Office of Energy Resources to monitor program. B.P.I. and D.O.T., support and assistance.

Preparation for 109th Legislature/First Regular Session

August 1, 1978 (No. 15 FY 77/78)

SUMMARY: Directs all departments and agencies to submit all statutory requests on or before October 15, 1978 to the Office of the Governor for presentation to the Governor-elect for his consideration.

DEPARTMENTS/AGENCIES INVOLVED: All Departments & Agencies

Maine Occupational Information Coordinating Committee

August 18, 1978 (No. 1 FY 78/79)

SUMMARY: Overall responsibilities of the Committee are to implement an occupational information system which will meet the common needs for planning and operating employment, training, vocational education, and vocational rehabilitation programs and to assist the Governor and each other in the coordination of programs to attain common goals.

DEPARTMENTS/AGENCIES INVOLVED: Departments of Educational & Cultural Services, Human Services, Manpower Affairs; State Employment and Training Council, Maine Development Foundation, Department of Personnel, State Development Office, Office of CETA Planning & Coordination, State Planning Office, Division of Community Services.

Worker's Compensation Laws, Committee to Study the Administration of

September 7, 1978 (No. 2 FY 78/79)

SUMMARY: Establishment of a committee to study the administration of the Worker's Compensation Act and related statutes to determine what, if any, legislative or administrative changes need to be made to provide for its more efficient administration.

DEPARTMENTS/AGENCIES INVOLVED: Executive Office

Sunset Review of Administrative Paperwork Requirement

September 22, 1978 (No. 3 FY 78/79)

SUMMARY: Requests all agencies achieve the minimum goal of eliminating by 25% all forms and reporting requirements imposed upon local officials, private businesses/agencies and individuals.

DEPARTMENTS/AGENCIES INVOLVED: State Planning Office to coordinate. All Department & Agency heads to participate.

Maine's Coastal Program, An Order to Implement

September 26, 1978 (No. 4 FY 78/79)

SUMMARY: Directs all State agencies to use Maine's Coastal Program and the policies contained therein as a guide for their programs and activities affecting Maine's coastal area.

DEPARTMENTS/AGENCIES INVOLVED: All Departments and Agencies.
