

MAINE STATE LEGISLATURE

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STATE OF MAINE

Inter-Departmental Memorandum Date July 16, 1981

To All Cabinet Members

Dept. _____

From Governor Joseph E. Brennan *J.E.B.*

Dept. Executive

Subject Implementation of Governor's Management Task Force Recommendations

Attached is the final report of the Cabinet Implementation Committee for the Governor's Management Task Force. This is a revision of the draft report discussed at the July 1 Cabinet meeting. Executive Order #2, FY 81/82 is also enclosed. It establishes rules and responsibilities necessary to start the implementation process. Its completion will require a high level of commitment and teamwork on the part of virtually all Cabinet members.

I wish to thank you for your constructive comments on the draft report. I realize that some of the measures which we are planning create uncertainty about future costs to individual agencies, while others may change agency control over certain operations. The most important measures will be tested and performance reviewed before we make final commitments to change. Our aim, however, is to minimize the overall cost of State operations. I am personally committed to this goal, and believe it is possible to do so without unacceptable interference in individual agency operations.

The Implementation Program is enclosed in a binder which is designed to hold all Management Task Force recommendation and implementation reports. For convenient reference, you may insert the Task Force's May 1980 and December 1980 reports into the "Recommendations" sections labeled "Energy" and "Administrative Services". The report includes a schedule of tasks (pp. 41-54) listed according to the agencies responsible for implementation. As the Task Schedule indicates, most work is to be completed within the next year. During this period, the Cabinet Committee will monitor progress on these tasks and submit quarterly reports to me. The first report will be due on November 2, 1981

The Implementation Program offers us the opportunity to reduce State government costs and improve its operation for all Departments. There remain questions to be answered about the most efficient means of providing basic services such as fuel and printing. I trust we can work together to resolve these problems over the next year. Meanwhile, I ask that you give high priority to this matter and make every effort to ~~complete~~ **INSURE** its timely completion.

JEB:sg

Encl: