

MAINE STATE LEGISLATURE

The following document is provided by the
LAW AND LEGISLATIVE DIGITAL LIBRARY
at the Maine State Law and Legislative Reference Library
<http://legislature.maine.gov/lawlib>



Reproduced from scanned originals with text recognition applied
(searchable text may contain some errors and/or omissions)



OFFICE OF
THE GOVERNOR

NO. 09 FY 06/07
DATE November 14, 2005

**AN ORDER TO CREATE THE SUB-CABINET FOR IMMIGRANT SERVICES
AND THE IMMIGRANT ADVISORY COUNCIL**

WHEREAS, pursuant to a federal mandate for the resettlement of refugees, Maine created the Maine Refugee Advisory Council charged with development of a state plan responsive to the needs of newly arriving refugees and other immigrants; and

WHEREAS, although the Council provides a forum for representatives from volunteer agencies, social service agencies, service communities, and local and state government agencies, it lacks the ability to mandate the cooperation and coordination of necessary services from the state regarding immigrant services; and

WHEREAS, approximately 20,000 immigrants reside in the State of Maine and this population is expected to grow in the future; and

WHEREAS, the historic contributions of immigrant communities to our state and nation are an unquestionable part of our success; and

WHEREAS, Maine now has an opportunity to help positively affect this resurgent period of immigrant migrations; and

WHEREAS, the diverse issues encountered by immigrants necessitate the implementation of a statewide immigrant policy that will centralize the planning and coordination of services from multiple state agencies and oversee the implementation of such services in the communities where immigrants settle; and

WHEREAS, immigrants and the communities where they settle are faced with the challenge of providing services to individuals with diverse language and culture backgrounds:

NOW THEREFORE, I, JOHN E. BALDACCI, Governor of the State of Maine, do hereby create the Immigrant Sub-Cabinet (hereinafter referred to as the Sub-Cabinet) and the Immigrant

Advisory Council (hereinafter referred to as the Council), which will replace the Maine Refugee Advisory Council:

I. Immigrant Sub-Cabinet

A. Purpose

The Sub-Cabinet is established to promote interdepartmental collaboration on immigrant policy development and program implementation and to support the provision of services for immigrants that are planned, managed and delivered in a holistic and integrated manner to improve their self-sufficiency, safety, economic stability, health and quality of life.

B. Duties of the Sub-Cabinet

The Sub-Cabinet shall collaborate to create, manage and promote coordinated policies, programs, and service delivery systems that support immigrant services. To accomplish these purposes, the Sub-Cabinet shall carry out the following duties:

- *Data Assessment:* Assess the needs of the immigrant population and the resource capacity and allocations available to address those needs;
- *Planning and policy development:* Conduct long-range planning and policy development enabling a more effective public and private service delivery system;
- *Interdepartmental funding streams:* Foster collaboration of funding and budgets among the departments of the Sub-Cabinet related to immigrant services in order to share resources, remove barriers and support initiatives that meet the needs of immigrants;
- *Interdepartmental service delivery:* Foster coordination regarding delivery of immigrant service among the departments;
- *Immigrant Advisory Council:* Appoint members to the Immigrant Advisory Council and establish the frequency of Council meetings necessary to assure effectiveness of its contribution to the delivery of services. The Sub-Cabinet shall have the authority to revise the membership of the Council as deemed necessary. Each Sub-Cabinet agency shall appoint senior staff representatives to support the work of the council;
- *Subcommittees:* Appoint subcommittees, which may include members from any public or private agency, advisory committee or any citizen, who has appropriate interest and expertise, as may be necessary to carry out the work of the Sub-Cabinet;
- *Program Integrity:* Improve policies and programs through the review of specific case examples; and

- *Public Awareness*: Broadly communicate the work of the Sub-Cabinet to the Council, immigrant agencies, providers, communities and members of the general public.

C. Program Implementation and Oversight

The Sub-Cabinet shall initiate, implement and oversee programs, policies and services, which may include but are not limited to:

- Developing a state plan for immigrants that includes short-term and long-term service strategies;
- Oversight of state services to assure effective and efficient delivery of services;
- Development of centralized data collection systems;
- Recommending timely policy changes based on current trends and corresponding needs in immigrant communities; and
- Supporting a collaborative effort between communities and state government, to effectively address problems facing the state's immigrant population by mobilizing the resources of state government with resources and leadership at the community level.

D. Membership

The Sub-Cabinet shall be comprised of representatives from the following departments, agencies, and providers:

- The Commissioner of the Department of Health and Human Services (DHHS) or designee
- The Commissioner of the Department of Labor or designee
- The Commissioner of the Department of Education or designee
- The Commissioner of the Department of Economic and Community Development or designee
- The Director of State Planning Office or designee
- The Director of Maine State Housing Authority or designee
- The Commissioner of the Department of Public Safety or designee
- The President of the Maine Community College System or designee
- The Chancellor of the University of Maine system or designee
- The Commissioner of the Department of Agriculture or designee
- The Commissioner of the Department of Professional and Financial Regulation or designee

The Commissioner of the Department of Health and Human Services or designee will chair the Sub-Cabinet.

The Sub-Cabinet shall be staffed by the Division of Immigrant and Multicultural Services and given administrative support out of existing resources by the departments represented on the Sub-Cabinet.

E. Annual report

The Sub-Cabinet shall provide an annual report to the Governor. The annual report shall include the following:

- Strategic plan detailing initiatives, goals and objectives for addressing challenges facing the immigrant population as identified by the annual needs assessment; and
- Activities undertaken by the Division of Immigrant and Multicultural Services and the Council.

II. Immigrant Advisory Council

A. Purpose

The purpose of the Council is to advise the Sub-Cabinet of service delivery issues and immigrant needs and to recommend strategy and policy in providing services to the immigrant population.

B. Duties of the Council

The Council shall collaborate to advise and assist the Sub-Cabinet in carrying out its duties. The Council shall also serve as an advocate on behalf of immigrant populations to the Sub-Cabinet regarding emerging issues involving service delivery and accessibility. The Council shall advise and assist the Sub-Cabinet with duties including but not limited to:

- Data Assessment
- Planning and Policy Development
- Program Integrity
- Public Awareness
- Interdepartmental Service Delivery
- Development and Function of Subcommittees

C. Membership

The Council shall be comprised of one representative from the following agencies, providers, municipalities, local education agencies, and public and private social service agencies. Membership is not limited to these stakeholders and may be revised by the Sub-Cabinet as necessary:

- Immigrant service providers
- Municipalities with significant immigrant populations
- School districts with significant immigrant populations

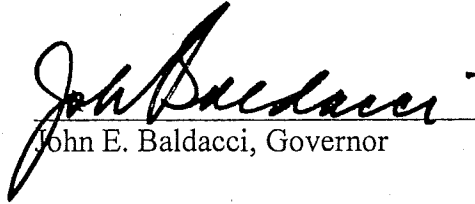
The Director of the Division of Immigrant and Multicultural Services, DHHS, shall chair the Council, the Division of Immigrant and Multicultural Services will provide staff to the Council as needed. All Council members shall serve without compensation or reimbursement.

III. Implementation Costs

The costs for implementing the duties included in this Executive Order shall be absorbed by the participating agencies.

IV. Effective Date

The effective date of this Executive Order is November 14, 2005.



John E. Baldacci, Governor