

# MAINE STATE LEGISLATURE

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# ONE HUNDRED AND THIRD LEGISLATURE

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**Legislative Document**

**No. 1431**

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S. P. 558

In Senate, March 8, 1967

Referred to Committee on State Government. Sent down for concurrence and ordered printed.

JERROLD B. SPEERS, Secretary

Presented by Senator Lund of Kennebec.

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## STATE OF MAINE

IN THE YEAR OF OUR LORD NINETEEN HUNDRED  
SIXTY-SEVEN

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### **AN ACT Creating a State Employees' Merit Award Board.**

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Be it enacted by the People of the State of Maine, as follows:

**Sec. 1. R. S., T. 5, c. 56, additional.** Title 5 of the Revised Statutes is amended by adding a new chapter 56, to read as follows:

#### **CHAPTER 56**

#### **MERIT AWARD BOARD**

##### **§ 641. Merit Award Board**

The State Employees' Merit Award Board, hereinafter in this chapter called the "award board," shall consist of 3 persons, who may be state officers or employees, to be appointed by the Director of Personnel. One member of the award board shall be designated by the Director of Personnel to be the chairman thereof. The term of all members of the award board shall be 4 years and until their successors are appointed and qualified. Vacancies in the membership of the award board shall be filled within 60 days after the vacancy occurs by the Director of Personnel for the unexpired portion of the term. The members of such award board shall serve without compensation but they shall be reimbursed for the expenses actually and necessarily incurred by them in the performance of their duties. The State Personnel Board shall detail and assign for the use of the award board such personnel and facilities of the State Personnel Board as the award board may require for the proper performance of its work. The award board may appoint such other employees and assistants as it may require, subject to the requirements of the Personnel Law, and prescribe their power and duties. The award board may request and shall receive from any state department such assistance as it may require, and each such department

shall make available to the award board, upon its request, any of its personnel and facilities required for the furtherance of the work of the award board.

#### § 642. Powers and duties

The Merit Award Board shall have power and it shall be its duty:

1. Develop reward program. To formulate, establish and maintain a plan or plans to encourage and reward unusual and meritorious suggestions and accomplishments by state employees promoting efficiency and economy in the performance of any function of State Government;

2. Establish committees to review suggestions. To appoint departmental or divisional boards or committees to analyze and review suggestions and accomplishments of state employees submitted for consideration under such plan or plans and to make recommendations thereon to the award board;

3. Nomination and award. To make and render merit awards to or for the benefit of state employees nominated to receive them in accordance with such plan or plans.

#### § 643. Awards

The Merit Award Board may determine the nature and extent of the merit awards to be made under this chapter which may include, but shall not be limited to, the following:

1. Insignia awards. Certificates, medals or other appropriate insignia which shall be in such form and shall be awarded at such times as the award board may fix and determine;

2. Cash awards. Incentive awards which shall equal 10% of the first year's savings as the result of an employee's suggestion but not to exceed the sum of \$300. Such amounts shall be payable in cash to the employee at such times as the award board may fix and determine;

3. Increased compensation awards. In lieu of or in addition to a cash award, the award board may, by certificate filed with the State Personnel Director, increase the compensation of the state employee nominated for the award, provided that no such award of increased compensation shall result in increasing the compensation of such employee beyond the maximum salary of the salary grade to which his position is allocated. A state employee receiving an award of increased compensation under this chapter shall be deemed to have rendered satisfactory service in the position held by him for the period of time which would otherwise have elapsed before he became entitled to the amount of the annual increment or increments corresponding to the amount of such increased compensation. For the purpose of carrying out this subsection the State Personnel Director, upon receipt of such certificate, shall immediately file with the proper state officials the certification of payroll provided for in section 11, and payment of such increase is authorized from any appropriation available to such department, institution or other state agency for personal services during the fiscal

year in which said award is made, and all such appropriations shall be available for the payment of the additional compensation provided for by this subsection.

§ 644. Rules and regulations

The Merit Award Board shall have full power and authority to adopt and promulgate rules and regulations governing the operation of any plan or plans established under this chapter, the eligibility and qualifications of state employees participating therein, the character and quality of suggestions and accomplishments submitted for consideration, the method of their submission and the procedure for their review, nominations for merit awards, and the kind, character and value of such awards, and such other rules and regulations as may be deemed necessary or appropriate for the proper administration of this chapter, or for the accomplishment of the purposes thereof.

**Sec. 2. Appropriation.** There is appropriated from the General Fund the sum of \$2,500 for the fiscal year ending June 30, 1968 and the sum of \$2,500 for the fiscal year ending June 30, 1969 to the Merit Award Board to carry out the purposes of this Act.

### STATEMENT OF FACTS

To encourage greater employee participation in seeking better methods and procedures in State Government, it is suggested that a suggestion program be established for state employees.

The program would provide an incentive award equal to 10% of the first year's savings as the result of an employee's suggestion; it should not exceed \$300. The award would be in cash to the employee who contributes to the efficiency, economy or other improvements of State Government operations.

The program would be administered by a board of high-level state officials appointed by the Personnel Director.