

MAINE STATE LEGISLATURE

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(New Title)
New Draft of H. P. 1902, L. D. 2410
FIRST SPECIAL SESSION

ONE HUNDRED AND SIXTH LEGISLATURE

Legislative Document

No. 2573

H. P. 2039

House of Representatives, March 13, 1974

Reported by ten members from Committee on State Government in Report A and printed under Joint Rules No. 18.

E. LOUISE LINCOLN, Clerk

STATE OF MAINE

IN THE YEAR OF OUR LORD NINETEEN HUNDRED
SEVENTY-FOUR

**AN ACT Creating the Office of Executive Management and Providing For
the Reorganizing of Executive Staff Functions.**

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

Sec. 1. R. S., T. 2, c. 5, additional. Title 2 of the Revised Statutes is amended by adding a new chapter 5, to read as follows:

CHAPTER 5

EXECUTIVE MANAGEMENT

§ 101. Office of Executive Management

There is established to carry out the purpose of this chapter an Office of Executive Management in the Executive Department, which shall be concerned with developing plans regarding the organization and coordination of the central staff and management functions of State Government in order to enhance the policy analysis, business management and administrative capabilities of the Executive Department.

Such organization and coordination being a function and responsibility of the Executive Branch of State Government, the Office of Executive Management shall be directly responsible to the Governor.

§ 102. Directors

There shall be 2 directors of the Office of Executive Management: One director shall be appointed by the Governor for a term beginning July 1, 1974,

and expiring on the first Wednesday in January, 1975; one director shall be appointed by the Governor-elect for a term beginning December 1, 1974, or thereafter, and expiring on February 28, 1975. The first-appointed director shall be the executive director of the office until the first Wednesday in January, 1975, and shall serve at the pleasure of the Governor. The 2nd-appointed director shall be the executive director of the office from the first Wednesday in January, 1975, until February 28, 1975, and shall serve at the pleasure of the Governor-elect until his inauguration, after which he shall serve at the pleasure of the Governor. Each director shall receive a salary based upon an annual salary of \$12,500. The director appointed by the Governor-elect may hire a clerical assistant, subject to budget limitations.

§ 103. Duties

The directors of the Office of Executive Management shall have the following duties:

1. In developing plans regarding the organization and coordination of the central staff and management support functions of State Government, the directors shall consider:

A. The integration of intragovernmental service agencies or functions into one administrative unit;

B. The integration of financial agencies and functions into one administrative unit;

C. The integration of policy planning, budget preparation and analysis, and program review functions into one administrative unit;

D. The organization within each of the 3 administrative units described in paragraphs A to C, or reasonable alternatives thereto, and the relationship of such administrative units to the Governor and to the other departments and agencies of the executive branch;

E. The reorganization of other agencies to provide for greater accountability of these agencies to the Governor and to reduce the number of agencies reporting directly to the Governor.

2. In developing plans regarding the organization and coordination of the central staff and management support functions of State Government, the directors shall consider the following agencies and functions, either previously constituted within the executive department or which might be created in the future to integrate management support functions, and may consider other agencies and functions as appropriate.

A. The Bureau of Purchases;

B. Department of Personnel;

C. Bureau of Public Improvements;

D. Central Computer Services;

- E. State Lottery Commission;
- F. Motor Pool;
- G. Laboratory facilities and printing;
- H. Bureau of the Budget;
- I. Bureau of Alcoholic Beverages;
- J. State Ferry System;
- K. Maine State Pier;
- L. State Planning Office;
- M. Law Enforcement Planning and Assistance Agency;
- N. A citizens' assistance office;
- O. A computer advisory board;
- P. Department of Commerce and Industry;
- Q. Maine Insurance Advisory Board;
- R. Maine State Retirement System;
- S. Bureau of Taxation;
- T. Bureau of Property Taxation;
- U. Bureau of Accounts and Control;
- V. Mail services.

3. The directors shall prepare, with the assistance of the Governor and the assistance and approval of the Governor who is inaugurated in 1975, a report of their findings and plans of organization, together with any legislation they may propose. Such report and any proposed legislation shall be submitted to the Legislature no later than February 28, 1975. The directors may provide in such legislation for the establishment of administrative units as may be necessary to implement the plans and for transfer to such units of any function which appears to properly belong there and for making property and budget transfers as necessary.

§ 104. Information and assistance

The directors, with the approval of the Governor, are authorized to obtain program, budget, personnel and space use information, and any other information reasonably necessary to complete the organization and coordination authorized, from the agencies named in subsection 2 of section 103, or from any other agency within State Government. The directors, with the approval of the Governor, are authorized to consult with and make use of the staffs and facilities of the State Planning Office and the Department of Finance and Administration.

§ 105. Limitation

The directors shall have only the powers or duties listed in this chapter. This chapter shall cease to be effective on February 28, 1975.

Sec. 2. Appropriation. There is appropriated from the General Fund to the Office of Executive Management the sum of \$12,500 to carry out the purposes of this Act. The breakdown shall be as follows:

		1974-75
OFFICE OF EXECUTIVE MANAGEMENT		
Personal Services	(3)	\$12,000
All Other		500
		<hr/>
Total		\$12,500

STATEMENT OF FACT

The purpose of this Act is to provide a mechanism for implementing recommendations 7 and 8, Executive Branch, contained in the Maine Management and Cost Survey Report. The Maine Management and Cost Survey Commission recommended extensive realignment of central staff and management support functions to accomplish the objectives of enhancing policy analysis, business management and administrative capabilities of State Government. An arrangement of 3 offices serving these 3 functions was suggested by the Commission.

This Act would provide for a special office under the direct control of the Governor which would be responsible for implementing the general recommendations of the Maine Management and Cost Survey. The incumbent Governor would appoint a director in July to begin the study. The Governor-elect would appoint a director in December to work with the first-appointed Director until January, when the new Governor is inaugurated, at which time the 2nd-appointed director would complete the study and submit implementing legislation to the 107th Legislature.

The purpose of the appropriation is to provide for a reasonable salary for each director, and a small amount for clerical assistance and other expenses. A larger appropriation is not necessary since the State Planning Office and the Department of Finance and Administration will provide assistance to the directors.