

MAINE STATE LEGISLATURE

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STATE OF MAINE
HOUSE OF REPRESENTATIVES
115TH LEGISLATURE
SECOND REGULAR SESSION

HOUSE AMENDMENT "A" to HOUSE AMENDMENT "A" to H.P. 1539,
L.D. 2172, Bill, "An Act to Reduce Administrative Costs of State
Government and to Clarify Previous Legislative Reductions in
State Government Administration"

Amend the amendment by striking out all of section 25 and
inserting in its place the following:

**Sec. 25. Report to Joint Standing Committee on Appropriations and
Financial Affairs.** The following departments and agencies of State
Government shall prepare and report the following.

All departments and agencies of State Government, including,
without limitation, each department and agency in the executive
branch, the legislative and judicial departments, the Office of
the Secretary of State, the Office of the Attorney General, the
Office of Treasurer of State, the Office of the State Auditor,
the Finance Authority of Maine, the Maine State Housing Authority
and all independent agencies and institutions of higher education
shall prepare a plan that, at a minimum, reduces the cost of
administrative personnel by 10% in fiscal year 1991-92 and fiscal
year 1992-93. The plan must state the total current number of
administrative and nonadministrative personnel and the total
amount of administrative salaries for the agency. In addition,
the plan must include a list of administrative positions and a
list of nonadministrative positions. With respect to each list,
the positions must be displayed by job classification showing the
number of positions in each classification and the funding source
for each classification and position. The plan must specifically
detail each position to be abolished, reduced to a part-time
position or combined with another position. The plan must
describe how department or agency programs will be administered
and how the organization will be managed as a result of the
reduction in administrative personnel and salaries. The plan

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2 must specify the amount of savings to be achieved, by funding
source, as a result of the reduction in administrative personnel.

4 For the purpose of this section, for all departments and
6 agencies of State Government identified in this section,
"administrative personnel" means employees whose primary
8 functions involve: the management or administration of a
department, department units or department programs; supervision
10 of employees; policy development; policy implementation; and
execution of nondirect service responsibilities and clerical or
12 secretarial duties. The term "administrative personnel" does not
apply to employees, such as caseworkers, motor vehicle
14 registration employees, mental health workers and prison guards,
whose duties or responsibilities primarily involve providing
16 direct services to members of the public or clients of the State
or similar types of responsibilities.

18 Each organization subject to this section shall provide its
report no later than February 3, 1992 to the Joint Standing
20 Committee on Appropriations and Financial Affairs. The committee
shall review the agency reports and determine the amount of
22 savings that can be incurred.'

24
26 **FISCAL NOTE**

Costs associated with identifying administrative and
28 nonadministrative personnel and salaries, preparing plans to
reduce administrative personnel by 10% and reporting to the Joint
30 Standing Committee on Appropriations and Financial Affairs can be
absorbed within the existing budgeted resources of each
32 department and agency.

34
36 **STATEMENT OF FACT**

This amendment ensures that all agencies of State Government
38 including the legislative and judicial branches, the Office of
the Secretary of State, the Office of the Attorney General, the
40 Office of Treasurer of State, the Office of the State Auditor,
the Finance Authority of Maine, the Maine State Housing Authority
42 and all independent agencies and institutions of higher education
are subject to the same rules in regard to submission of a plan
44 for a 10% reduction in administrative personnel.

Filed by Rep. Whitcomb of Waldo
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House
1/21/92 (Filing No. H-867)