

MAINE STATE LEGISLATURE

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121st MAINE LEGISLATURE

FIRST REGULAR SESSION-2003

Legislative Document

No. 129

S.P. 52

In Senate, January 21, 2003

**Resolve, Directing the Department of Inland Fisheries and Wildlife
To Conduct a Programmatic Review of the Department's Bureau of
Administrative Services**

Reference to the Committee on Inland Fisheries and Wildlife suggested and ordered printed.

A handwritten signature in cursive script that reads "Joy J. O'Brien".

JOY J. O'BRIEN
Secretary of the Senate

Presented by Senator BRYANT of Oxford.
Cosponsored by Representative DUNLAP of Old Town and
Senator: KNEELAND of Aroostook, Representatives: HONEY of Boothbay, McGLOCKLIN
of Embden, PATRICK of Rumford, PINEAU of Jay, SMITH of Van Buren.

2 **Sec. 1. Contract for assessment of Bureau of Administrative**
3 **Services. Resolved:** That the Commissioner of Inland Fisheries and
4 Wildlife, referred to in this resolve as "the commissioner,"
5 shall contract with outside experts to assess, evaluate and
6 recommend improvements in all aspects of the department's Bureau
7 of Administrative Services; and be it further

8 **Sec. 2. Procedures to be used. Resolved:** That a contract awarded
9 pursuant to this resolve must be awarded in accordance with
10 applicable state laws, rules and procedures relating to the
11 purchase of services and awarding of contracts. The Department
12 of Inland Fisheries and Wildlife, referred to in this resolve as
13 "the department," shall establish a panel to assist in developing
14 a scope of work and evaluating and selecting a proposal. The
15 panel must include appropriate department staff and up to 5
16 people representing statewide organizations with an interest in
17 the administrative services provided by the department; and be it
18 further

19 **Sec. 3. Scope of work. Resolved:** That the programmatic review
20 must include, but not be limited to: planning and budgeting;
21 staffing levels; personnel leadership and technical skills;
22 applicable laws, rules and policies governing the Bureau of
23 Administrative Services; decision-making processes; and resource
24 management and public involvement practices. In addition to a
25 contract specifying that the contractor must assess the
26 department's professional ability to design and carry out an
27 effective Bureau of Administrative Services, a contract awarded
28 pursuant to this resolve must include a requirement that the
29 contractor identify members of the public who consider themselves
30 stakeholders and include their feedback in the assessment
31 process; and be it further

32 **Sec. 4. Funding. Resolved:** That the commissioner may accept
33 grants and donations for the work required pursuant to this
34 resolve and expend those funds as necessary to accomplish the
35 purpose of this resolve. In the event that adequate funds are
36 not secured, the commissioner may at the commissioner's
37 discretion terminate this work; and be it further

38 **Sec. 5. Report required. Resolved:** That the commissioner shall
39 submit a report of work conducted in response to this resolve and
40 any findings and recommendations to the joint standing committee
41 of the Legislature having jurisdiction over inland fisheries and
42 wildlife matters by January 2, 2005.
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SUMMARY

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4 This resolve requires the Commissioner of Inland Fisheries
and Wildlife to conduct a programmatic review of the Bureau of
Administrative Services. The commissioner shall contract with an
6 experienced firm to assess and evaluate the department's Bureau
of Administrative Services.