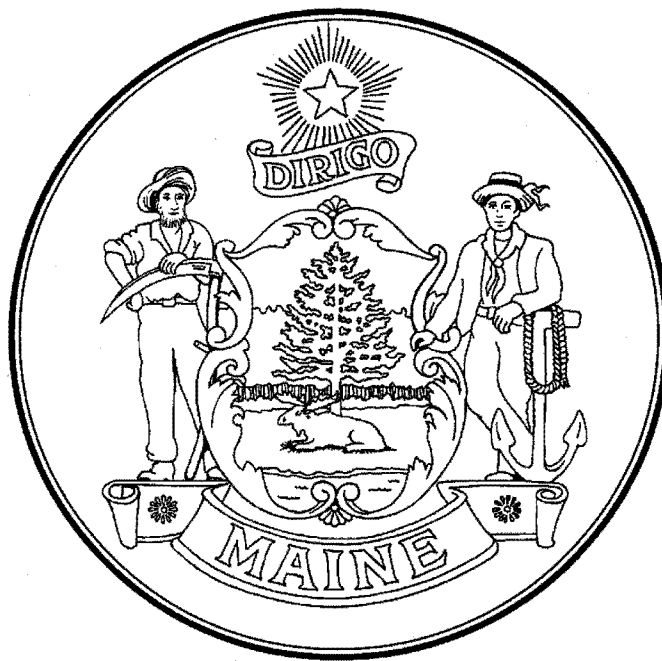


# MAINE STATE LEGISLATURE

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Lynn Randall  
Legislative Council Info.

**LEGISLATIVE COUNCIL  
January 30, 1997  
REVISED AGENDA**

**CALL TO ORDER**

**ROLL CALL**

**SECRETARY'S REPORT**

**EXECUTIVE DIRECTOR'S REPORT**

Item #1: Legislature's Strategic Plan and Performance Budget for  
the Law & Legislative Reference Library

**REPORTS FROM COUNCIL COMMITTEES**

**OLD BUSINESS**

**NEW BUSINESS**

Item #1: After Deadline Requests

*Judicial Impact Statement*

**ANNOUNCEMENTS AND REMARKS**

**ADJOURNMENT**

*Part II 1:00 <sup>this</sup> Friday*

# PERFORMANCE BUDGETING

## PILOT PROJECT - CURRENT SERVICES

DEPARTMENT/AGENCY Law and Legislative Reference Library

STATEWIDE GOAL  Maine's government will be effective, responsive, and close to the people.

AGENCY GOAL  **A** Foster the public trust by ensuring an open and fair process for the enactment of laws.

OBJECTIVE  **1** By the year 2000, increase public confidence in the state legislative process by 20% from the 1997 baseline.

BENCHMARKS FY98

BENCHMARKS FY99

STRATEGY #  **2** Establish an on-going mechanism for keeping the public current on legislative matters, processes, debates and decisions.

	General Fund	Highway Fund	Federal Fund	O.S.R. Fund	FED BLOCK GRANTS	OTHER FUNDS	TOTAL YEAR
1998							
PERSONAL SERV	\$75,024						\$75,024
ALL OTHER	\$14,808						\$14,808
CAPITAL							
<b>TOTAL 1998</b>	<b>\$89,832</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>\$89,832</b>
1999							
PERSONAL SERV	\$78,127						\$78,127
ALL OTHER	\$14,903						\$14,903
CAPITAL							
<b>TOTAL 1999</b>	<b>\$93,030</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>\$93,030</b>
<b>BIENNIUM</b>	<b>\$182,862</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>\$182,862</b>
ADMINISTRATIVE COSTS INCLUDED?	(CHECK BOX)		YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>			

# PERFORMANCE BUDGETING PILOT PROJECT - CURRENT SERVICES

DEPARTMENT/AGENCY Law and Legislative Reference Library

STATEWIDE GOAL   Maine's government will be effective, responsive, and close to the people.

AGENCY GOAL  **A** Foster the public trust by ensuring an open and fair process for the enactment of laws.

OBJECTIVE  **2** By the year 2000, increase public access to the state legislative process by 20% from the current rate of utilization.

BENCHMARKS FY98 \_\_\_\_\_

BENCHMARKS FY99 \_\_\_\_\_

STRATEGY #  **2** Establish improved access to the Legislature and its deliberations using interactive information technologies including the Internet, interactive television (ITV) and legislative cable television (L-Span).

**3** Improve public access to the legislative process and facilities by persons with physical disabilities, in compliance with the Americans with Disabilities Act.

	General Fund	Highway Fund	Federal Fund	O.S.R. Fund	FED BLOCK GRANTS	OTHER FUNDS	TOTAL YEAR
<b>1998</b>							
PERSONAL SERV	\$450,145						\$450,145
ALL OTHER	\$174,098						\$174,098
CAPITAL							
<b>TOTAL 1998</b>	<b>\$624,243</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>\$624,243</b>
<b>1999</b>							
PERSONAL SERV	\$468,762						\$468,762
ALL OTHER	\$173,666						\$173,666
CAPITAL							
<b>TOTAL 1999</b>	<b>\$642,428</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>\$642,428</b>
<b>BIENNIUM</b>	<b>\$1,266,671</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>\$1,266,671</b>

ADMINISTRATIVE COSTS INCLUDED? (CHECK BOX) YES  NO

# PERFORMANCE BUDGETING PILOT PROJECT - CURRENT SERVICES

DEPARTMENT/AGENCY Law and Legislative Reference Library

STATEWIDE GOAL   Maine's government will be effective, responsive, and close to the people.

AGENCY GOAL  **B** Ensure the institutional independence of the Legislature as a separate branch of government.

OBJECTIVE  **2** By the year 2000, 20% of the legislative members will indicate that they have sufficient resources to fully carry out their functions as an independent branch of government.

BENCHMARKS FY98 \_\_\_\_\_

BENCHMARKS FY99 \_\_\_\_\_

STRATEGY #  **1** Reduce reliance on state agencies for information by increasing the capacity of the legislative branch to research and provide information to committees and legislators.

**3** Develop partnerships with post-secondary educational institutions to provide academically based information to the Legislature on policy issues.

	General Fund	Highway Fund	Federal Fund	O.S.R. Fund	FED BLOCK GRANTS	OTHER FUNDS	TOTAL YEAR
1998							
PERSONAL SERV	\$135,043						\$135,043
ALL OTHER	\$44,679						\$44,679
CAPITAL							
<b>TOTAL 1998</b>	<b>\$179,722</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>\$179,722</b>
1999							
PERSONAL SERV	\$140,629						\$140,629
ALL OTHER	\$44,925						\$44,925
CAPITAL							
<b>TOTAL 1999</b>	<b>\$185,554</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>\$185,554</b>
<b>BIENNIUM</b>	<b>\$365,276</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>\$365,276</b>

ADMINISTRATIVE COSTS INCLUDED? (CHECK BOX) YES  NO

# PERFORMANCE BUDGETING

## PILOT PROJECT - CURRENT SERVICES

DEPARTMENT/AGENCY Law and Legislative Reference Library

STATEWIDE GOAL  Maine's government will be effective, responsive, and close to the people.

AGENCY GOAL  D Ensure that the state's policies as enacted into law are responsibly administered.

OBJECTIVE  2 By the year 1998, increase to 95% the number of agencies that, when reviewed, will be found in substantial compliance with the laws governing the agencies (including rule-making requirements) and stated legislative policy direction.

BENCHMARKS FY98

BENCHMARKS FY99

STRATEGY #  2 Increase the availability of independent information analysis for committees and legislators by the Legislature's nonpartisan offices.

	General Fund	Highway Fund	Federal Fund	O.S.R. Fund	FED BLOCK GRANTS	OTHER FUNDS	TOTAL YEAR
1998							
PERSONAL SERV	\$52,517						\$52,517
ALL OTHER	\$8,281						\$8,281
CAPITAL							
<b>TOTAL 1998</b>	<b>\$60,798</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>\$60,798</b>
1999							
PERSONAL SERV	\$54,689						\$54,689
ALL OTHER	\$8,312						\$8,312
CAPITAL							
<b>TOTAL 1999</b>	<b>\$63,001</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>\$63,001</b>
<b>BIENNIUM</b>	<b>\$123,799</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>\$123,799</b>

ADMINISTRATIVE COSTS INCLUDED? (CHECK BOX) YES  X NO

# PERFORMANCE BUDGETING PILOT PROJECT - CURRENT SERVICES

DEPARTMENT/AGENCY Law and Legislative Reference Library

STATEWIDE GOAL   Maine's government will be effective, responsive, and close to the people.

AGENCY GOAL  D Ensure that the state's policies as enacted into law are responsibly administered.

OBJECTIVE  3 By the year 2000, increase to 70% from the 1997 baseline the percentage of Maine people who indicate that the state's policies as enacted into law are being responsibly administered.

BENCHMARKS FY98 \_\_\_\_\_

BENCHMARKS FY99 \_\_\_\_\_

STRATEGY #  2 Establish an on-going mechanism for keeping the public current on legislative matters, processes, debates and decisions.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

	General Fund	Highway Fund	Federal Fund	O.S.R. Fund	FED BLOCK GRANTS	OTHER FUNDS	TOTAL YEAR
1998							
PERSONAL SERV	\$37,512						\$37,512
ALL OTHER	\$6,530						\$6,530
CAPITAL							
<b>TOTAL 1998</b>	<b>\$44,042</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>\$44,042</b>
1999							
PERSONAL SERV	\$39,064						\$39,064
ALL OTHER	\$6,590						\$6,590
CAPITAL							
<b>TOTAL 1999</b>	<b>\$45,654</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>\$45,654</b>
<b>BIENNIUM</b>	<b>\$89,696</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>\$89,696</b>

ADMINISTRATIVE COSTS INCLUDED? (CHECK BOX) YES  X NO

**Draft Strategic Plan,**  
**For Final Review**  
(dated January 30, 1997)

**Maine State Legislature**

**Draft Mission Statement**

The legislative branch, as directly elected representatives of Maine people, openly establishes policy and allocates resources in the public interest, responsibly, fairly and independently; promotes the public health, safety and well-being of Maine people; and ensures the rights and liberties guaranteed by the Constitution of Maine.

**Draft Broad Goals**

- A. Foster the public trust by ensuring an open and fair process for the enactment of laws.
- B. Ensure the institutional independence of the legislature as a separate branch of government.
- C. Provide leadership in the formulation of informed and coherent policy.
- D. Ensure that the state's policies as enacted into law are responsibly administered.
- E. Ensure the preservation, maintenance and appropriate use of the State House and grounds as an act of the public trust granted to the Legislature by the People of Maine.

**Draft Objectives & Strategies**

For Goal A -- <i>Foster the public trust by ensuring an open and fair process for the enactment of laws.</i>
--

**Objective 1.** By the year 2000, increase public confidence in the state legislative process by 20% from the 1997 baseline.



**Strategy 1.** Develop a formal education/outreach program that is designed to improve the public's knowledge of the legislative process and the role of the Maine State Legislature.

**Strategy 2.** Establish an on-going mechanism for keeping the public informed on current and historical legislative matters, processes, debates and decisions.

**Objective 2.** By the year 2000, increase public access to the state legislative process by 20% from the 1997 rate of utilization.

**Strategy 1.** Create a public-friendly atmosphere in the State House with the development of a Visitor Center and orientation materials on the State House and grounds, Legislature, its committees and offices.

**Strategy 2.** Establish improved access to the Legislative process using interactive information technologies including the Internet, interactive television (ITV) and legislative cable television (L-Span).

**Strategy 3.** Improve public access to the legislative process and facilities by persons with physical disabilities, in compliance with the Americans With Disabilities Act.

For Goal B -- *Ensure the institutional independence of the legislature as a separate branch of government.*

**Objective 1.** By the year 2000, legislative members will indicate a 20% increase in the capacity of the legislature for independent information analysis, policy formulation and decision-making, from the 1997 baseline.

**Strategy 1.** Develop an internal training program for legislators that emphasizes the principles of leadership in government and the Legislature's constitutional responsibilities in order to ensure institutional independence of the legislative branch.

**Strategy 2.** Increase the availability of independent information and analysis for committees and legislators by the legislature's nonpartisan offices.

**Strategy 3.** Provide enhanced institutional support to the Senate and House and their members by the Secretary's and Clerk's offices and leadership offices.

**Strategy 4.** Acquire access to department information systems in compliance with law in order to facilitate independent information analysis, policy formulation and legislative decision-making by the Legislature on state agency matters.

**Objective 2.** By the year 2000, 80% of the legislative members will indicate that they have sufficient resources to fully carry out their functions as an independent branch of government.

**Strategy 1.** Acquire, maintain and effectively manage the resources necessary to carry out the functions of the legislative branch.

**Strategy 2.** Reduce reliance on state agencies for information by increasing the capacity of the legislative branch to research and provide information to committees and legislators.

**Strategy 3.** Provide enhanced constituent-related services to legislators.

**Strategy 4.** Develop partnerships with post-secondary educational institutions to provide academically based information to the Legislature on policy issues.

**Strategy 5.** Provide enhanced support for the production, distribution and disposition of legislative papers.

For Goal C -- *Provide leadership in the formulation of informed and coherent policy.*

**Objective 1.** By the year 1998, ensure that at least 60% of agency-related bills are directly connected with and cite the appropriate agency's strategic plan.

**Strategy 1.** Develop a training program for legislators on Maine's strategic planning process and expectations.

**Strategy 2.** Develop policies and procedures for committees to link legislation favorably reported out of committee to appropriate agency(s) strategic plans.

**Objective 2.** By the year 2000, 98% of all legislation favorably reported out of committee and having a fiscal impact on a state agency will include measurable outcomes and relate to the appropriate agency's strategic plan and performance budget.

**Strategy 1.** Develop a training program for legislators on Maine's performance budgeting process and outcomes measures.

**Strategy 2.** Develop policies and procedures to identify measurable outcomes and relate an agency's strategic plan and performance budget to all legislation having a fiscal impact on a state agency

**Objective 3.** By the year 2000, 90% of committee members will indicate that bills favorably reported out of their committee have contributed to an informed and coherent policy.

**Strategy 1.** (same as B.1.1) Develop an internal training program for legislators that emphasizes the principles of leadership in government and the Legislature's constitutional responsibilities in order to ensure institutional independence of the legislative branch.

**Strategy 2.** (same as C.1.2) Develop policies and procedures for committees to link legislation favorably reported out of committee to appropriate agency(s) strategic plans.

**Strategy 3.** Establish a benchmarking process for demonstrating the achievement of those goals and objectives of state agency(s) strategic plan(s) that are related to legislatively established policy.

**Strategy 4.** Establish a process for the review and assessment of nonagency bills relative to their consistency with existing state policy.

For Goal D -- *Ensure that the state's policies as enacted into law are responsibly administered.*

**Objective 1.** By the year 1997, increase to 100% from the 1996 baseline, the number of major substantive rules that are reviewed and decided, in accordance with the statute governing legislative oversight of agency rule-making.

**Strategy 1.** Establish a process and protocols for identifying and tracking major substantive rules through the legislative review process established by law.

**Strategy 2.** (same as B.1.2) Increase the availability of independent and information analysis for committees and legislators by the Legislature's nonpartisan offices.

**Objective 2.** By the year 1998, increase to 95% the number of agencies that, when reviewed, will be found in substantial compliance with the laws governing the agencies (including rule-making requirements) and stated legislative policy direction.

**Strategy 1.** Establish a process and protocols for committee review of agencies' activities and programs including strategic plans, outcome measures, performance budgets and compliance with rule-making requirements.

**Strategy 2.** (same as B.1.2) Increase the availability of independent and information analysis for committees and legislators by the Legislature's nonpartisan offices.

**Strategy 3.** Establish an incentive process and procedures that recognizes and encourages agencies to exceed minimal compliance with stated legislative policies.

**Strategy 4.** Establish a process and procedures for requiring corrective action measures for agencies found not to be in substantial compliance with law and stated legislative policy direction.

**Objective 3.** By the year 2000, increase to 70% from the 1997 baseline the percentage of Maine people who indicate the state's policies as enacted into law are being responsibly administered.

**Strategy 1.** (same as A.1.1) Develop a formal education/outreach program that is designed to improve the public's knowledge of the legislative process and the role of the Maine State Legislature.

**Strategy 2.** (same as A.1.2) Establish an on-going mechanism for keeping the public informed on current and historical legislative matters, processes, debates and decisions.

**Strategy 3.** (same as A.2.2) Establish improved access to the Legislature and its deliberations using interactive information technologies including the Internet, interactive television (IT) and legislative cable television (L-Span).

For Goal E -- *Ensure the preservation, maintenance and appropriate use of the State House and grounds as an act of the public trust granted to the Legislature by the People of Maine.*

**Objective 1.** By the year 2000, 70 percent of persons using or visiting the State Capitol grounds will indicate they believe the State House and grounds are being maintained and used in a manner appropriate to their historical significance.

**Strategy 1.** By the year 1998, the Master Plan for the State House and grounds and a schedule for implementation of the full plan will be approved.

**Strategy 2.** Establish an ongoing mechanism for surveying legislators, staff and visitors as to the State House facilities and grounds, their condition and use.

**Strategy 3.** Develop a long-range plan, budget and process for the preservation and maintenance of the State House and grounds that ensure their aesthetic and historical integrity.

**Strategy 4.** Develop a plan and protocols for the use of the State House and grounds that are in keeping with their aesthetic and historical integrity and significance as the seat of state government.