

# MAINE STATE LEGISLATURE

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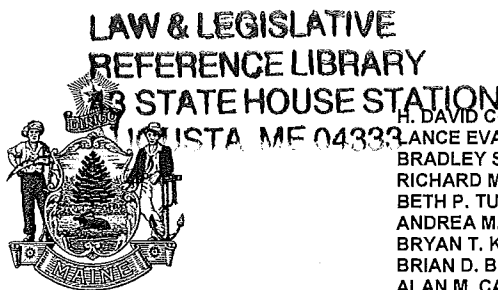


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STATE OF MAINE

ONE HUNDRED AND TWENTY-FIFTH LEGISLATURE  
COMMITTEE ON STATE AND LOCAL GOVERNMENT

March 14, 2012

The Honorable Kevin L. Raye  
President of the Senate  
The Honorable Robert W. Nutting  
Speaker of the House of Representatives  
125th Legislature  
State House  
Augusta, ME 04333

Dear Mr. President and Mr. Speaker:

Pursuant to Title 3 Maine Revised Statutes, chapter 35, we are pleased to submit the findings of the Joint Standing Committee on State and Local Government from the review and evaluation of the Office of the Secretary of State under the State Government Evaluation Act. In its review, the Committee found that the Office of the Secretary of State is operating within its statutory authority.

Sincerely,

Senator Douglas A. Thomas  
Senate Chair

Representative H. David Cotta  
House Chair

cc: Charles E. Summers, Jr., Secretary of State  
Marion Hylan Barr, Director, Office of Policy and Legal Analysis

JUN 12 2012

**Review of the Office of the Secretary of State  
under the Government Evaluation Act  
March 2012**

**The Government Evaluation Act**

The Government Evaluation Act provides for a system of periodic review of the efficacy and performance of state government agencies (3 MRSA §951 et seq). The keystone of the Act is the agency program evaluation report that consists of a number of components required by the statute. Essentially, the report is an agency self-assessment, which the committee of jurisdiction uses as a starting point for its evaluation of the agency's effectiveness, efficiency and performance.

**Review Process**

On January 19, 2012, the Joint Standing Committee on State and Local Government notified the Office of the Secretary of State of its intent to review the agency on an abbreviated schedule. The Office of the Secretary of State submitted its program evaluation report to the Committee on March 12, 2012. On March 14, 2012, Secretary of State, Charles Summers, and his staff presented the Program Evaluation Report to the Committee. The State and Local Government Committee held no further follow-up meetings.

**Findings and Recommendations**

The Joint Standing Committee on State and Local Government has reviewed the Office of the Secretary of State (excluding the Bureau of Motor Vehicles) and finds that it is operating within its statutory authority. The Office of the Secretary of State is the repository for Maine's official state records and is at the forefront of providing online government services to Maine's citizens and businesses. The Bureau of Corporations, Elections and Commissions ensures that state and federal elections are conducted in accordance with the law, ensures the accuracy and accessibility of corporate filings and other documents, and maintains a record of all state agency rules filed under the Administrative Procedure Act. The Maine State Archives provides a professional archival program to preserve over 100 million pages of the state's permanently valuable government records for use by officials and the public, provides microfilming and photographic services for preserving and copying millions of pages of selected material a year, and establishes standards and procedures for the creation, use, maintenance, retention, preservation and disposal of state records. Detailed information about Office of the Secretary of State can be found in the Office's Program Evaluation Report, which meets the criteria set in statute (3 MRSA §956).

In addition to being satisfied with the performance of the Office of the Secretary of State, the Joint Standing Committee on State and Local Government was very impressed with the willingness of the Office to provide a thorough and well-organized report in an abbreviated time frame.