

MAINE STATE LEGISLATURE

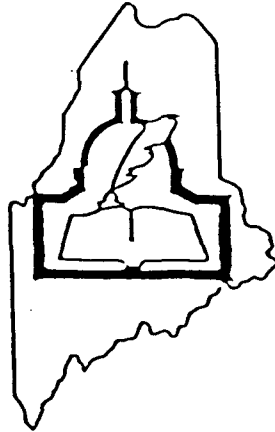
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STATE OF MAINE
ONE HUNDRED AND TWELFTH LEGISLATURE
SECOND REGULAR SESSION

JOINT STANDING COMMITTEE ON
STATE GOVERNMENT
BILL SUMMARY



MAY 1986

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ONE HUNDRED AND TWELFTH LEGISLATURE
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JOINT STANDING COMMITTEE
BILL SUMMARIES
MAY 1986

This document is a compilation of the bill summaries prepared by this office for the Joint Standing Committees and Joint Select Committees of the Maine Legislature, covering the Second Regular Session of the 112th Legislature. The summaries are arranged by LD number under each committee.

All Amendments are listed, by paper number (e.g., H-584 or S-222), together with the sponsor if it is a floor amendment or the designation "CA" if it is a committee amendment. If the amendment was adopted in the House, the letter H appears after the sponsor. If it was adopted in the Senate, the letter S appears.

Final action for each bill is listed to the right of the title. If final House action and Senate action differ, both are listed.

Key to Committee Reports and Floor Action:

OTP	Ought to Pass
OTP-ND	Ought to Pass in New Draft
OTP-ND-NT	Ought to Pass in New Draft, New Title
OTP-AM	Ought to Pass as Amended
ONTP	Ought Not to Pass
LVWD	Leave to Withdraw
INDEF PP	Indefinitely Postponed

The bill was withdrawn because many of the members of the committee did not perceive the immediate need for the program. The proponents stated there was no immediate need for the proposal.

LD AN ACT TO AMEND RULE-MAKING PROVISIONS IN THE PL 1985
2341 ADMINISTRATIVE PROCEDURE ACT c. 680

Sponsor: GWADOSKY, Hichborn, Lacroix, Andrews
Committee Report: New Draft of LD 2180

H-666 GWADOSKY H S

SUMMARY: Please refer to LD 2180.

LD AN ACT TO AUTHORIZE THE PAYMENT OF RETENTION
2362 AND RECRUITMENT STIPENDS IN STATE GOVERNMENT

Sponsor: COTE, Descoteaux, Paradis, P., Bustin
Committee Report: New Draft of LD 2040

SUMMARY: Please refer to LD 2040.

LD AN ACT TO REORGANIZE THE DEPARTMENT OF FINANCE PL 1985
2392 AND AMINISTRATION AND THE DEPARTMENT OF PERSONNEL c. 785

Sponsor: PRAY, Diamond, J., Gill, Carter
Committee Report: New Draft of LD 2106

H-721 BOUTILIER H S
S-527 ANDREWS H S
S-530 ANDREWS H S

SUMMARY: LD 2392, which has been enacted into Law as PL 1985, c. 785 incorporates the provisions of LD 2106, LD 2120, LD 2016, and LD 2227 in order to assure consistency throughout many titles of the Maine Revised Statutes. The spcific details of the bill propose:

1. The creation of the Department of Finance to consist of the following:

- A. Bureau of the Budget;
- B. Bureau of Accounts and Control;

- C. Bureau of Taxation;
 - D. Bureau of the Lottery; and
 - E. Bureau of Alcoholic Beverages;
2. The creation of the Department of Administration to consist of the following:
- A. Office of Information Services;
 - B. Bureau of Data Processing;
 - C. Bureau of Human Resources, effective July 1, 1987;
 - D. Bureau of Employee Relations;
 - E. Bureau of State Employee Health;
 - F. Bureau of Public Improvements;
 - G. Bureau of Purchases;
 - H. Division of Risk Management;
 - I. Board of Trustees - Group Accident and Sickness or Health Insurance; and
 - J. Division of Administration.
3. The coordination of Data Processing activities throughout State Government under the direction of the Deputy Commissioner of Administration and the Information Services Policy Board to include:
- A. Centralization of purchase or acquisition of data processing equipment, services and software;
 - B. Supervision of data processing activities;
 - C. Implementation of training programs for data processing personnel, computer program personnel and systems analysts;
 - D. Creation of a comprehensive master plan for data processing to include plans developed by each department and agency of State Government; and
 - E. Creation of standards of data processing;
4. The creation of the Information Services Policy Board to serve as a policy-making body with respect to data processing.

This board will work with the Deputy Commissioner of Administration, for information services, to establish data processing policies and to monitor data processing activities in State Government. In addition, this board will study the proposition to centralize data processing personnel, professional and support staff and data processing equipment. The board may study alternative proposals to centralization.

The board will present the findings and recommendations as well as implementing legislation to the 113th Legislature by March 30, 1987, as an interim or final report. The board may continue its analyses and produce a final report to be presented to the Second Regular Session of the 113th Legislature;

5. The creation of the Deputy Commissioner for Information Services within the Department of Administration to assist in the development of data processing policies and to implement these policies. The deputy commissioner is required to be an exceptionally well-qualified professional with experience, knowledge and training in the administration and operation of data processing systems.

The creation of the Bureau of Human Resources, in Part B of the new draft, to be incorporated on July 1, 1987, within the Department of Administration. The Bureau of Human Resources will act as a service agency to other state agencies with an emphasis on serving the needs of state agencies and state employees. In addition, the new draft provides that:

A. The Bureau of Human Resources will be directed and staffed by persons well qualified by education, training and experience in the management of personnel systems. In addition, the director and staff of the office will be subject to the political restrictions that currently apply to classified state employees. The bureau will not engage in collective bargaining, and no person employed in the Governor's Office of Employee relations or similar organization may be employed or serve in the Bureau of Human Resources;

B. The Director of Human Resources will be assisted by a Policy Review Board which will act in an advisory capacity in some matters and serve in a policy-making function in other areas. The Policy Review Board specifically will:

(1) Address longevity incentives to encourage state employees to be conscientious and remain in State Government;

(2) Review job classifications with employee recruitment and retention problems on an annual basis and develop policies and procedures to recognize and resolve this problem;

(3) Examine training and educational policies of agencies and evaluate the adoption of a policy requiring each department to budget adequate funds for the training and education of state employees;

(4) Examine the job reclassification and reallocation process and develop procedures and policies with the purpose of proposing recommendations to motivate state employees to be conscientious and enterprising. Included in this task is an evaluation of the adoption of a policy to require departments to budget funds for job reclassifications and reallocations that may be funded immediately following a decision authorizing the reclassification;

(5) Examine the job performance evaluation process and develop policies and procedures to implement an effective process. This will include an objective performance rating, the use of a simple and uncomplicated evaluation form and a requirement of mutual discussion between managers and subordinates concerning job performance and the evaluation; and

(6) Examine pay ranges, particularly confidential and supervisory pay ranges, with respect to the degree of appropriateness of the various pay ranges compared to other pay ranges, especially those for nonsupervisory employees;

C. In addition to managing the civil service system, the Director of Human Resources will:

(1) Meet, at least once a year, with the commissioners and directors of each state agency to discuss individually, with each agency manager, the personnel needs and problems of each agency;

(2) Develop training programs;

(3) Develop career information and an explanation of the civil service system for state employees;

(4) Undertake short-term and long-term planning with respect to the positions, qualifications and technologies required in the civil service system in the short terms and long terms; and

(5) Be responsible for overseeing the development and implementation of communications between management and agency employees which will take into account the uniqueness of each agency;

7. To transform the State Personnel Board into the State Civil Service Appeals Board which will serve only in an adjudicatory capacity to hear appeals with respect to job classifications and reclassifications, disciplinary action and other appealable issues;

8. The creation of a labor-management team to study job classifications currently in or near a crisis situation as a result of profound stress characteristics associated with these job classifications.

The job classifications and members of the study team will represent the Department of Corrections, the Department of Human Services and the Department of Mental Health and Mental Retardation which currently experience the most serious problems with stressful jobs; and

9. The creation of the Bureau of State Employee Health within the Department of Administration. The Bureau of State Employee Health will administer the Employee Assistance Program and a health program for state employees. The purpose of the change is to demonstrate the State's commitment to reduce the direct costs of health insurance, disability retirement and workers' compensation, as well as the indirect costs associated with poor health of employees and inadequate work place safety.