

MAINE STATE GOVERNMENT ANNUAL REPORT 2022 - 2023



**A Compilation of
Annual Reports of
State Departments and Agencies**

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Janet T. Mills
Governor of Maine

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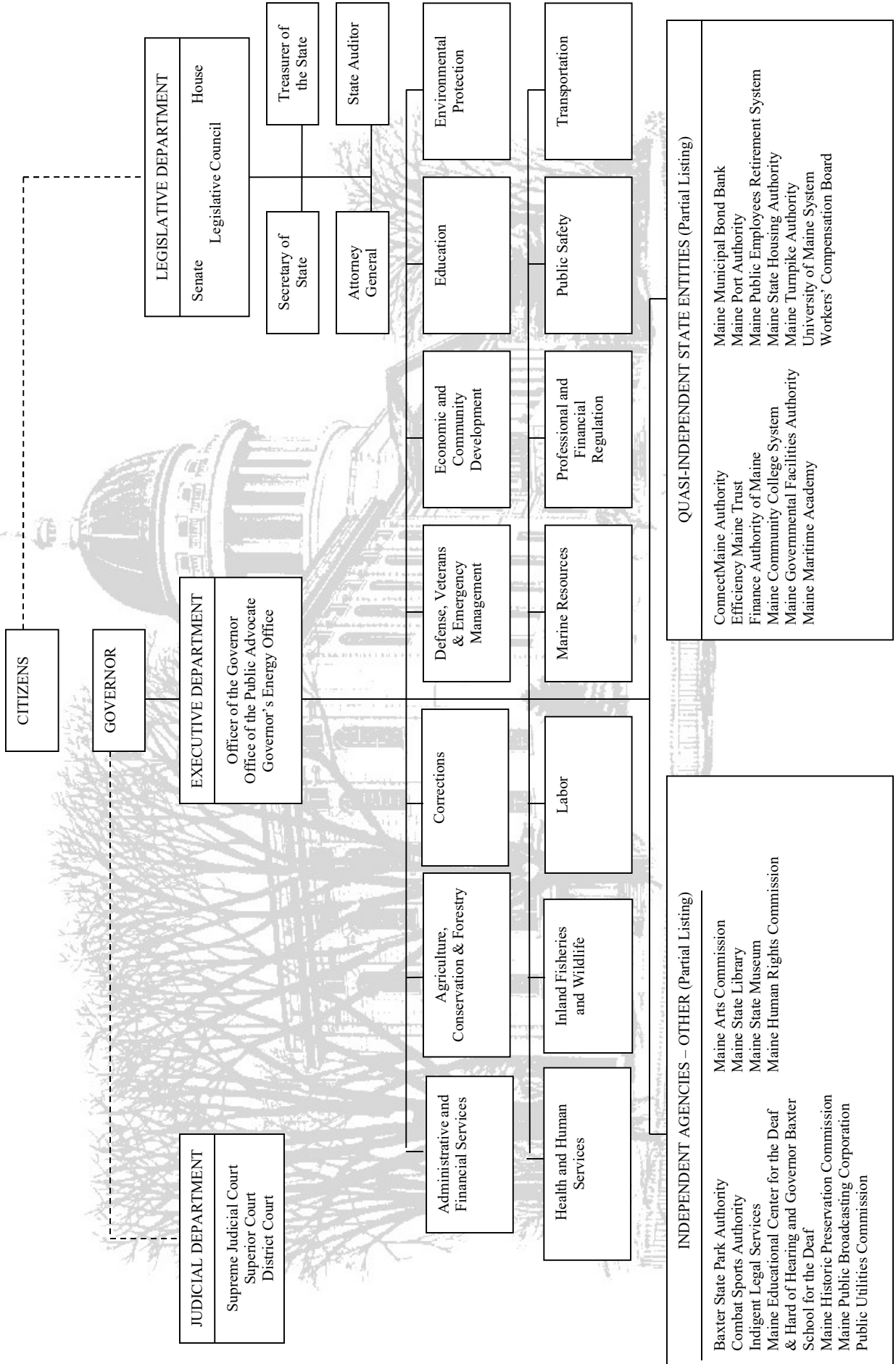
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The text of the Maine State Government Annual Report is meant to be a lightly-edited narrative report of the organizational units of State Government and is not intended as legal authority either for judicial notice or legal citation.

ORGANIZATIONAL CHART OF MAINE STATE GOVERNMENT



FOREWORD

The *Maine State Government Annual Report* is compiled by the Bureau of the Budget on behalf of the Governor pursuant to the Maine Revised Statutes, Title 5, chapter 3, sections 43 - 46. It documents, in convenient reference form, the administrative and financial structure, activities and accomplishments of the agencies of the State Government. In accordance with legislative intent, it replaces a profusion of costly annual or biennial reports independently published by state departments and agencies, and it establishes accountability with respect to many agencies, boards and commissions not previously subject to reporting requirements.

The *Maine State Government Annual Report* reflects the scope and diversity of Maine State Government operations during the fiscal period covered by this report. The mass of reports accumulated by the Bureau of the Budget have been edited and revised as necessary to conform to statutory requirements and the overall report concept.

Individual reports of departments, their principal subdivisions, and other agencies generally feature seven basic elements of construction as follows:

1. Identification Summary
2. Purpose
3. Organizational Background
4. Program
5. Licenses, Permits, etc.
6. Publications
7. Finances, Fiscal Year

This form of construction is used wherever possible in all reports. However, in view of certain inconsistencies and questions which may arise concerning nomenclature, the following discussion of terms and report construction may be of assistance.

IDENTIFICATION SUMMARY. This section "headlines" the report of each agency and serves to identify the agency, its executive officers, central office location and telephone number. Specific items appearing in the agency heading, which may require some interpretation, include the following:

Established: This reflects the year in which the organizational unit was created as a statutory or administrative entity, despite a subsequent change of name. If, at some point in time, the department or agency experienced a major reorganization in terms of administrative structure, purpose or function, the year in which the change occurred is considered the year it was established.

Reference:

Policy Area. There are 9 broad areas of emphasis under which all activities of State Government are categorized. Each organizational unit reported in the *Maine State Government Annual Report* is assigned to the Policy Area which most appropriately identifies the prevailing nature of its legislation. Each of the 9 Policy Areas has been assigned a name and a 2-digit number as follows:

- 00 Governmental Support and Operations
- 01 Economic Development and Workforce Training
- 02 Education
- 03 Arts, Heritage and Cultural Enrichment
- 04 Natural Resources Development and Protection
- 05 Health and Human Services
- 06 Justice and Protection
- 07 Business Licensing and Regulation
- 08 Transportation Safety and Development

Umbrella. In order to make the list of organizational units manageable, they have been classified based on the relationship between them. This was done by two criteria:

- a) Each State *Department*, the *Public Utilities Commission*, *Maine Maritime Academy*, and the *Board of Trustees of the University of Maine System* was

assigned a different *2-digit* number and each unit which was, by law, determined to be a part of these was assigned to *that 2-digit* “umbrella” number. Thus, all units carrying an “01” *in front of their 3-digit unit number* are part of the Department of Agriculture, Conservation & Forestry, for example.

Each of these Umbrellas has been assigned a name and a 2-digit number as follows:

- 01 Department of Agriculture, Conservation & Forestry
- 02 Department of Professional and Financial Regulation
- 03 Department of Corrections
- 05 Department of Education
- 06 Department of Environmental Protection
- 07 Executive Department
- 09 Department of Inland Fisheries and Wildlife
- 10 Department of Health and Human Services
- 12 Department of Labor
- 13 Department of Marine Resources
- 15 Department of Defense, Veterans and Emergency Management
- 16 Department of Public Safety
- 17 Department of Transportation
- 18 Department of Administrative and Financial Services
- 19 Department of Economic and Community Development
- 26 Department of the Attorney General
- 27 Office of the State Auditor
- 28 Office of Treasurer of State
- 29 Department of the Secretary of State
- 30 Legislative Department
- 31 Law and Legislative Reference Library
- 32 Reserve Fund for State House Preservation and Maintenance
- 33 Office of Program Evaluation and Government Accountability
- 40 Judicial Department
- 65 Public Utilities Commission
- 75 Maine Maritime Academy
- 78 Board of Trustees of the University of Maine System

b) The many independent units - *not* part of the umbrellas listed above - were assigned to one of *five 2-digit umbrella numbers* which helped to classify the units in terms of the prevailing nature of their statutory or other authority or relationship to State Government. Thus umbrella “90” identifies those that “Regulate”, “92” those that “Advise”, etc. Each of these umbrellas has been assigned a name and a 2-digit number as follows:

- 90 Independent Agencies - Regulatory
- 92 Independent Agencies - Advisory
- 94 and 95 Independent Agencies - Other
- 98 Independent Agencies - Interstate Compact
- 99 Independent Agencies - Not Part of State Government

Unit. Each State Government organizational unit created by the Constitution, Statute or Private and Special Law has been assigned a different *3-digit number*. Each unit created by Legislative Order, by Judicial Order, by Executive Order of the Governor - or, in a few cases, by other acceptable authority - has been assigned its parent’s *3-digit number* followed by a *letter*.

Unit Citation. Reported here is the legal citation which created the organizational unit. When one locates this citation in the appropriate document, one should find additional data relating to its purpose, authority and membership close by. If such a citation appears in the Statutes, that is the entry used since it has closer proximity to additional meaningful data than, for example, a Constitutional citation.

Average Count - All Positions and Legislative Count. The *Average Count - All Positions* represents the full-time equivalent of all positions authorized by the Legislature for the time frame covered by this report. The *Legislative Count*, where applicable, represents the count associated with only positions that have been authorized for 52 weeks per year.

Organizational Units. Listed under this heading are all organizational units, both statutorily and administratively - created, which are an integral part of the agency. Most of these organizational units are either discussed in the accompanying text or are presented separately in a successive report.

PURPOSE: This is a brief expression of the agency's overall objective, purpose or mission. This section also outlines the primary responsibilities of the agency as specified by statute or expressed in other legal instruments which authorize the agency to perform certain functions or conduct certain activities. There is no attempt to state the full extent of the agency's powers and duties which are often interspersed throughout the law. One interesting aspect of the laws relating to the Executive Branch is that the statutes seldom confer powers of the State upon administrative units, but rather upon administrative officials. This is reflected in many reports where a department or agency created by statute is indicated as functioning solely through authority vested in its executive head. There are some reports, however, where this distinction is not noted.

ORGANIZATION: It is characteristic of the State Government to exist in an organizational flux as it is modified and altered by each successive Legislature and each Administration to meet contemporary needs for programs and services. This section offers some clarification of the past and present administrative position of each principal agency in the hierarchy of Maine State Government in an effort to minimize confusion caused by name-changing, establishment, abolishment, transfer and merger of agencies and their subdivisions. The organizational background is based upon that contained in the *Maine Revised Statutes Annotated*, as amended, and the *Public Laws of the State of Maine*.

PROGRAM: Although the identification, administration and organization of state agencies are significant to the purposes of this report, an account of their specific activities and accomplishments during the past fiscal year is fundamental.

At the departmental level, the program summary generally consists of a broad review of overall departmental activity, with details provided in the reports of component organizational units which follow. Several departments are unique in that they embrace a number of somewhat autonomous units under the general administrative direction of an executive head. In such instances, the department's program summary may be comprised solely of the reports of its component units.

LICENSES, PERMITS, ETC.: Many state agencies issue licenses, permits, registrations or certificates. This heading is an attempt to assemble such information in a broad-interest document.

PUBLICATIONS: This section provides an opportunity for an agency to make known additional information concerning its programs and products by listing its available publications.

FINANCES, FISCAL YEAR: Financial data relating to agency operations during the past fiscal year displays all agency expenditures by category and type of fund.

This data is generated from the Budget and Financial Management System (BFMS) supplemented by data not included in the State's accounting system or not carried in sufficient completeness as to present a useful picture. Examples of the latter are the University of Maine System and the Maine Maritime Academy. Data relating to enterprise-type accounts reflect only those expenditure elements which are included in the work program process.

Expenditures of the agency are indicated by fund and line category detail in general accordance with the State's accounting system. Some categories are split and some are combined in an effort to meet what is interpreted to be the intent of the Annual Report law.

The chief administrative unit of each department-type umbrella will have two financial displays: one which records the summary of all expenditures for the umbrella; and one for those expenditures relevant only to the operation of the chief administrative unit. Since BFMS deals with "rounded" whole-dollars, some small dollar differences will exist between this report and the Financial Report issued by the State Controller.

This Maine State Government Annual Report is the culmination of a joint effort to produce an understandable documentation of the structure and operations of Maine State Government during a particular year in its history. It has been an attempt to create a factual, objective and definitive reference of permanent value in a manner, hopefully, in keeping with the spirit and the intent of the law and in the interests of promoting greater comprehension of the workings of the State Government and its responsibility and responsiveness to the public it serves. How closely this report achieves these objectives is left to the judgment of those who will use it.

THE EDITOR

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DEPARTMENT OF ADMINISTRATIVE AND FINANCIAL SERVICES

DEPARTMENT OF ADMINISTRATIVE AND FINANCIAL SERVICES

KIRSTEN FIGUEROA, COMMISSIONER

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Established: 1992 *Telephone:* (207) 624-7800

Reference: Policy Area: 00 *Umbrella:* 18 *Unit:* 106 *Citation:* T0005 *M.R.S.A., Sect.:* 000000281

Average Counts-All Positions: 1380.000 *Legislative Count:* 1380.00

Units:

| | |
|---|--|
| <i>OFFICE OF THE STATE CONTROLLER</i> | <i>BUREAU OF GENERAL SERVICES</i> |
| <i>BUREAU OF ALCOHOLIC BEVERAGES AND LOTTERY OPERATIONS</i> | <i>BUREAU OF HUMAN RESOURCES</i> |
| <i>BUREAU OF THE BUDGET</i> | <i>OFFICE OF INFORMATION TECHNOLOGY</i> |
| <i>CAPITOL PLANNING COMMISSION</i> | <i>INFORME</i> |
| <i>CENTRAL FLEET MANAGEMENT DIVISION</i> | <i>STATE LIQUOR AND LOTTERY COMMISSION</i> |
| <i>STATE CLAIMS COMMISSION</i> | <i>OFFICE OF CANNABIS POLICY</i> |
| <i>STATE EMPLOYEE HEALTH COMMISSION</i> | <i>MAINE BOARD OF TAX APPEALS</i> |
| <i>DIVISION OF FINANCIAL AND PERSONNEL SERVICES</i> | <i>BUREAU OF REVENUE SERVICES</i> |
| | <i>DIVISION OF RISK MANAGEMENT</i> |

PURPOSE:

The Department of Administrative and Financial Services (DAFS) serves the public and delivers core services to state government. These services include the collection of most state revenues and the oversight of certain centralized functions. Tax, liquor, and lottery revenues, which support activities across state government, flow through DAFS and into the General Fund. In addition, DAFS oversees and sets policy for the fiscal, human resource, technological, and facilities needs of state government.

ORGANIZATION:

DAFS is led by the Commissioner and two Deputy Commissioners, one overseeing financial and human resource matters and the other overseeing operations. DAFS is comprised of the units listed at the top of this section. Information on each of these individual units can be found in the following pages.

PROGRAM:

The Department's goals, objectives, and operational activities are reflected in the reports of the different component units listed on the following pages.

DEPARTMENT OF ADMINISTRATIVE AND FINANCIAL SERVICES

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| DEPARTMENT SUMMARY | TOTAL FOR ALL FUNDS | | | | | |
|-----------------------------|----------------------|-----------------------|--------------------|------------------|-------------------|----------------------|
| | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS | |
| EXPENDITURES | | | | | | |
| SALARIES & WAGES | 84,402,986 | 31,825,301 | 905,552 | 767,762 | 719,796 | 50,184,575 |
| HEALTH BENEFITS | 19,366,776 | 7,159,155 | 214,979 | 192,215 | 156,479 | 11,643,948 |
| RETIREMENTS | 19,965,214 | 7,594,864 | 202,778 | 172,085 | 174,966 | 11,820,521 |
| OTHER FRINGE BENEFITS | 2,000,843 | 751,747 | 21,062 | 18,328 | 15,514 | 1,194,192 |
| COMPUTER SERVICES | 21,251,685 | 17,432,855 | 1,718,100 | 40,929 | 32,923 | 2,026,878 |
| CONTRACTUAL SERVICES | 178,052,205 | 21,235,018 | 11,392,938 | 767,943 | 541,483 | 144,114,823 |
| RENTS | 4,122,885 | 1,757,986 | 189,983 | 17,731 | 313 | 2,156,872 |
| COMMODITIES | 3,196,870 | 2,362,754 | 41,599 | 454,274 | 200 | 338,043 |
| GRANTS, SUBSIDIES, PENSIONS | 768,197,186 | 12,982,080 | 746,193,788 | | 775,873 | 8,245,445 |
| BUILDING IMPROVEMENTS | 10,507,967 | 946,605 | 1,888,367 | | 7,672,995 | |
| EQUIPMENT | 3,964,885 | 7,963 | 2,613,354 | | 1,321,365 | 22,203 |
| INTEREST-DEBT RETIREMENT | 22,174,380 | 21,910,460 | | | | 263,920 |
| TRANSFER TO OTHER FUNDS | 813,477,394 | 6,737,740 | 286,508 | 69,705 | 3,958,575 | 802,424,866 |
| COST OF GOODS SOLD | 9,445,307 | 5,839,764 | | | | 3,605,543 |
| TOTAL EXPENDITURES | 1,960,126,583 | 138,544,292 | 765,669,008 | 2,500,972 | 15,370,482 | 1,038,041,829 |

| DEPARTMENT OF ADMINISTRATIVE AND FINANCIAL SERVICES | TOTAL FOR ALL FUNDS | | | | | |
|---|---------------------|-----------------------|--------------------|---------------|------------------|--|
| | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS | |
| EXPENDITURES | | | | | | |
| SALARIES & WAGES | 1,664,232 | 951,353 | 55,000 | | 657,879 | |
| HEALTH BENEFITS | 319,130 | 156,614 | 12,417 | | 150,099 | |
| RETIREMENTS | 430,342 | 257,246 | 14,872 | | 158,224 | |
| OTHER FRINGE BENEFITS | 37,784 | 21,919 | 1,261 | | 14,604 | |
| COMPUTER SERVICES | 10,209,938 | 10,203,257 | | | 6,681 | |
| CONTRACTUAL SERVICES | 8,345,989 | 6,621,352 | 1,183,289 | | 541,348 | |
| RENTS | 175,979 | 175,979 | | | | |
| COMMODITIES | 3,006 | 2,806 | | | 200 | |
| GRANTS, SUBSIDIES, PENSIONS | 630,043,377 | 394,157 | 629,020,320 | | 628,900 | |
| INTEREST-DEBT RETIREMENT | 102,400 | 102,400 | | | | |
| TRANSFER TO OTHER FUNDS | 35 | | 35 | | | |
| TOTAL EXPENDITURES | 651,332,212 | 18,887,083 | 630,287,194 | | 2,157,935 | |

OFFICE OF THE STATE CONTROLLER
DOUGLAS E. COTNOIR, CPA, CIA, STATE CONTROLLER

Central Office: 111 SEWALL STREET, AUGUSTA, ME 04333
 Mail Address: 14 STATE HOUSE STATION, AUGUSTA, ME 04333-0014 FAX: (207) 626-8422
 Established: 1931 Telephone: (207) 626-8420
 Reference: Policy Area: 00 Umbrella: 18 Unit: 119 Citation: T0005 M.R.S.A., Sect.: 000001541
 Average Counts-All Positions: 27.000 Legislative Count: 27.00

PURPOSE:

The Office of the State Controller maintains accounting policy and records according to Government Accounting Standards Board (GASB) rules. The powers and duties of the Office are detailed in Title 5, section 1541 of the Maine Revised Statutes.

ORGANIZATION:

The Bureau of Accounts and Control was created in 1931 as an organizational unit of the Department of Administrative and Financial Services. The Bureau was renamed to be the Office of the State Controller during the second special session of the 121st Legislature. The Office is under the direction of the State Controller who is appointed for an indefinite period by the Commissioner of Administrative and Financial Services, subject to the approval of the Governor. The Office has five divisions: Accounting, Enterprise Resource Planning (ERP) Business Systems, Financial Reporting, Internal Audit and Payroll. The Office has authority for 27 positions.

DEPARTMENT OF ADMINISTRATIVE AND FINANCIAL SERVICES

PROGRAM:

The Office is responsible for maintaining and reporting all state financial transactions. Staff analyze fiscal transactions and payrolls to ensure legality and correctness. In addition, the Office of the State Controller provides internal audit support for the agencies that comprise state government. Official financial records for all state agencies and programs are administered by the Office staff. The Office's Financial Reporting Unit prepares and publishes the State's Annual Comprehensive Financial Report (ACFR), based on Generally Accepted Accounting Principles (GAAP). The ACFR for fiscal year 2022 received the Certificate of Excellence in Financial Reporting for the sixteenth consecutive year. Several statewide systems are managed within the Office. The Advantage System includes fund accounting, budget and appropriation control, general ledger and financial reporting, accounts payable, accounts receivable, cost accounting, fixed assets management, procurement management and vendor management. A data warehouse for all production systems is provided for statewide budget, accounting, human resources and payroll data. Queries to the warehouses can provide ad hoc or regular management reports, valuable data sorts, or specific data required in the course of completing fiscal work. The accounting production system is used to process more than 1 million disbursements and more than 2.5 million financial transactions annually. All payment transactions above \$5,000 are reviewed and approved by Office staff. The Human Resource production system keeps current personnel, payroll and position control information. This system issues more than 338 thousand payroll payments annually, approximately 99% via direct deposit (electronic) and the balance via paper checks. The Office's Payroll Unit audits agency payroll input and initiates statewide payroll weekly. Other system functionality key to the work of the Payroll Unit includes tax withholding data and W-2 production. In addition, the Maine State Time and Attendance System is used by more than 9,700 employees to record and track work and leave hours. The Office generates more than \$20 million annually in General Fund revenue through the Statewide Cost Allocation Plan (STACAP). STACAP is the allocation of certain central services costs to other funds/accounts. The Controller's Office, Bureau of the Budget, Bureau of Human Resources and Bureau of General Services are examples of central service costs that are paid for by the General Fund and then recovered through STACAP to ensure other funds pay their fair share of costs.

PUBLICATIONS:

The Annual Comprehensive Financial Report for the State of Maine is available at maine.gov/osc.

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| OFFICE OF THE STATE CONTROLLER | TOTAL FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|--------------------------------|------------------------------|------------------|-----------------------------|-----------------|------------------|---------------|
| EXPENDITURES | | | | | | |
| SALARIES & WAGES | 2,073,332 | 2,073,332 | | | | |
| HEALTH BENEFITS | 449,183 | 449,183 | | | | |
| RETIREMENTS | 545,097 | 545,097 | | | | |
| OTHER FRINGE BENEFITS | 48,597 | 48,597 | | | | |
| COMPUTER SERVICES | 77,904 | 77,904 | | | | |
| CONTRACTUAL SERVICES | 100,551 | 81,531 | 19,020 | | | |
| COMMODITIES | 2,773 | 2,773 | | | | |
| TRANSFER TO OTHER FUNDS | 53 | 53 | | | | |
| TOTAL EXPENDITURES | 3,297,490 | 3,278,470 | 19,020 | | | |

BUREAU OF ALCOHOLIC BEVERAGES AND LOTTERY OPERATIONS

MICHAEL BOARDMAN, INTERIM DIRECTOR

Central Office: 19 UNION STREET, AUGUSTA, ME 04330
 Mail Address: 8 STATE HOUSE STATION, AUGUSTA, ME 04333-0008 FAX: (207) 287-6769
 Established: 1992 Telephone: (207) 287-3721
 Reference: Policy Area: 00 Umbrella: 18 Unit: 553 Citation: T0028A M.R.S.A., Sect.: 0000000084
 Average Counts-All Positions: 40.000 Legislative Count: 40.00

DEPARTMENT OF ADMINISTRATIVE AND FINANCIAL SERVICES

PURPOSE:

The purpose of the Bureau of Alcoholic Beverages and Lottery Operations is to provide for: the pricing, listing and delisting of spirits; oversight of liquor licensing and enforcement; and the creation, distribution, and sales of Maine State Lottery and Tri-State Lotto Commission Lottery games. The Bureau is authorized through its Director, as the Chief Administrative Officer of the State Liquor and Lottery Commission, to: have general charge of the office and records; employ personnel and make expenditures as necessary; and to conduct, with the guidance of the Commission, the administration of laws relating to the sale of spirits at agency liquor stores. The Bureau is responsible for the distribution and the sale of lottery products through licensed Lottery agents. The Bureau is responsible for the oversight of liquor licensing and enforcement.

ORGANIZATION:

The State's regulation of liquor originated in 1862 with the establishment of a Commission to Regulate Sale of Intoxicating Liquors and to have control of liquors kept and sold for medicinal and manufacturing purposes. In 1987, the Commission was increased to five members. A State Lottery was approved by public referendum in November 1973 to generate additional revenues for the State's General Fund. The first State Lottery Commission was appointed in January 1974. In 1992, the Maine State Lottery and the Bureau of Alcoholic Beverages were combined to become The Bureau of Alcoholic Beverages and Lottery Operations. The Bureau is managed by the Bureau's Director with the guidance of the State Liquor and Lottery Commission and oversight by the Commissioner of the Department of Administrative and Financial Services.

PROGRAM:

The Bureau continues to meet its goal of transferring the maximum profit to the General and Highway Funds for both the spirits and lottery businesses of the State, as well as revenue generated from the collection of excise tax on beer and wine, and the licensing of distribution and sale of beer, wine and spirits. Regarding the Lottery business, the Bureau continues to research and implement new and innovative lottery games that are fun and entertaining for its players, and to provide its retail agent partners with guidance on the best ways to maximize the sale of lottery games. For the Spirits business, the Bureau continues to work with the alcoholic beverage industry to improve Maine's portfolio of product listings, and to provide guidance to our agency store partners on merchandising and product selection. The Bureau also oversees the warehouse and distribution process, which is managed by Pine State Spirits, a division of Pine State Trading Co. The Bureau guides and collaborates with Pine State Spirits on all trade marketing matters as they manage this process. With the inclusion of licensing and enforcement of all alcoholic beverages, the Bureau is working to automate many paper driven processes to maximize its service to the regulated industry.

LICENSES:

Liquor Licensing under Title 28-A
 Lottery Retail Agents Licensing under Title 8, Chapters 14-A and 16

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| BUREAU OF ALCOHOLIC BEVERAGES AND LOTTERY OPERATIONS | TOTAL | | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|---|---------------------|------------------|-----------------------------|-----------------|------------------|--------------------|
| | FOR ALL FUNDS | GENERAL FUND | | | | |
| EXPENDITURES | | | | | | |
| SALARIES & WAGES | 2,240,076 | 724,810 | | | | 1,515,266 |
| HEALTH BENEFITS | 544,786 | 185,086 | | | | 359,700 |
| RETIREMENTS | 507,510 | 172,689 | | | | 334,821 |
| OTHER FRINGE BENEFITS | 57,680 | 13,682 | | | | 43,998 |
| COMPUTER SERVICES | 355,057 | 188,926 | | | | 166,131 |
| CONTRACTUAL SERVICES | 5,232,928 | 137,832 | 3,520 | | | 5,091,576 |
| RENTS | 190,935 | 72,856 | | 100 | | 117,979 |
| COMMODITIES | 71,501 | 11,631 | | 387 | | 59,483 |
| TRANSFER TO OTHER FUNDS | 523,317,335 | 12 | | 78 | | 523,317,245 |
| TOTAL EXPENDITURES | 532,517,808 | 1,507,524 | 4,085 | | | 531,006,199 |

DEPARTMENT OF ADMINISTRATIVE AND FINANCIAL SERVICES

BUREAU OF THE BUDGET

**DARRYL STEWART, ACTING ST BUDGET OFFICER
VACANT, DEPUTY ST BUDGET OFFICER**

Central Office: 111 SEWALL STREET, AUGUSTA, ME 04333-0058
Mail Address: 58 STATE HOUSE STATION, AUGUSTA, ME 04333-0058 *FAX:* (207) 624-7826
Established: 1931 *Telephone:* (207) 624-7810
Reference: Policy Area: 00 Umbrella: 18 Unit: 117 Citation: T0005 M.R.S.A., Sect.: 0000001662
Average Counts-All Positions: 13.000 *Legislative Count:* 13.00

PURPOSE:

The Bureau of the Budget provides central budget and position planning and control in support of gubernatorial objectives and legislative intent. The Bureau's professional services work involves: preparing budget documents; analyzing and implementing department and agency annual work programs and requested changes; administering position actions; and developing financial forecasts and special analyses. Through these activities, the Bureau can review the administrative activities of the departments and agencies of the State, study organization and administration, identify duplication of work, and formulate plans for better and more efficient management.

ORGANIZATION:

The Bureau of the Budget was established in 1931. The Bureau is under the direction of the State Budget Officer who is appointed by the Commissioner. The Deputy State Budget Officer supervises eight budget analysts and two position control analysts. The Bureau is supported by a part-time administrative assistant.

PROGRAM:

Activities of the Bureau primarily involve the State's budgetary processes which are coordinated by the Bureau with involvement of all state government entities, as well as other entities desiring to receive state funds as provided for in law. The Bureau prepares the biennial State Budget Document, and any subsequent annual supplemental budgets, for submission to the Governor or Governor-Elect. During the process, the Bureau reviews and evaluates budget submissions from State departments and agencies, including those relating to the establishment, elimination, reallocation and/or reclassification of positions, to ensure initiatives are appropriate and accurate. The Bureau adjusts the proposed initiatives at the direction of the Governor and finalizes the budget document that the Governor submits to the Legislature. Upon enactment of the budget and other laws with fiscal impact, the Bureau examines and recommends, for the Governor's approval, the proposed work programs and quarterly allotments that implement the legislatively-authorized funding for each department and agency of state government. Allotments must be established before a department or agency can spend the appropriations or other funds that have been approved by the Legislature in budget bills or other laws. The Bureau also performs the administrative functions necessary to implement the legislatively-authorized position actions in enacted budgets and other laws. Throughout the fiscal year, departments and agencies may request changes in their work programs and quarterly allotments through Financial Orders and other transactions. The Bureau examines and makes recommendations on these requests for the Governor's consideration and approval. The Bureau also evaluates, authorizes and implements department and agency requests for position actions during the fiscal year to ensure the actions taken are financially viable and comply with state budgetary laws, rules and procedures. The Bureau analyzes the proposed means of funding these actions and may approve or deny requests based on availability of funding. The budgetary process is informed by forecasts the Bureau prepares for financial planning and analysis. This includes a 4-year forecast of revenues and expenditures produced every even year and the General Fund and Highway Fund revenue forecasts that are developed twice a year through consensus forecasting pursuant to Title 5, chapter 151-B. The Bureau also researches state laws and conducts ad hoc data analysis to inform policy and decision-making at executive levels.

PUBLICATIONS:

Maine State Government Annual Report, available from the Division of Purchases, 9 State House Station, Augusta ME 04333-0009; telephone (207) 624-7340

DEPARTMENT OF ADMINISTRATIVE AND FINANCIAL SERVICES

The Annual Report and other reports, including the current 4-Year Forecast are available online at: www.maine.gov/budget

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| BUREAU OF THE BUDGET | TOTAL FOR ALL FUNDS | | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|---------------------------|---------------------|------------------|-----------------------|----------------|---------------|------------|
| EXPENDITURES | | | | | | |
| SALARIES & WAGES | 1,063,109 | 980,051 | | 83,058 | | |
| HEALTH BENEFITS | 202,020 | 186,073 | | 15,947 | | |
| RETIREMENTS | 281,957 | 259,498 | | 22,459 | | |
| OTHER FRINGE BENEFITS | 24,926 | 22,833 | | 2,093 | | |
| COMPUTER SERVICES | 53,566 | 53,516 | | 50 | | |
| CONTRACTUAL SERVICES | 40,295 | 35,529 | | 4,766 | | |
| COMMODITIES | 2,692 | 45 | | 2,647 | | |
| TRANSFER TO OTHER FUNDS | 4 | 4 | | | | |
| TOTAL EXPENDITURES | 1,668,569 | 1,537,549 | | 131,020 | | |

**CAPITOL PLANNING COMMISSION
WILLIAM LONGFELLOW, SECRETARIAT**

Central Office: 111 SEWALL STREET, AUGUSTA, ME 04333
Mail Address: 77 STATE HOUSE STATION, AUGUSTA, ME 04333-0077 *FAX:* (207) 287-4039
Established: 1967 *Telephone:* (207) 624-7314
Reference: Policy Area: 00 *Umbrella:* 18 *Unit:* 134 *Citation:* T0005 *M.R.S.A., Sect.:* 000000298

PURPOSE:
 The Capitol Planning Commission was established to ensure the orderly development of the Capitol Area and provide effective planning for possible further growth of State of Maine governmental agency facilities in Augusta.

ORGANIZATION:
 The Commission consists of 9 members as follows: the Commissioner of Agriculture, Conservation and Forestry, or the commissioner's designee; a member of the Augusta City Council appointed by the Mayor of Augusta, for a term of one year; and seven members appointed by the Governor. The Governor's appointees include: one resident of the Capitol Planning District and 2 residents of the City of Augusta, for terms of 5 years; and 4 citizens of the State who may not be residents of Augusta, for terms of 5 years. The Commission elects a chair from its membership and, while the Director of the Bureau of General Services serves as a secretariat of the Commission in exercising its administration, it may employ such assistance as it deems necessary. The Bureau of General Services also provides staff support. The Commission must meet at least once every four months.

PROGRAM:
 The Capitol Planning Commission met six times during fiscal year 2022-23. The Commission discussed the following: Draft Augusta State Facilities Master Plan , Signal System Upgrade by Department of Transportation (DOT), East Campus, Bureau of Motor Vehicles (BMV) Chiller Replacement, Center Building Envelope and Targeted Renovation Project, Greenlaw Building, Canopy and addition of a loading dock, Office of the Chief Medical Examiner (OCME) facility and the purchase of 40 Hospital Street from the City of Augusta, Ray Building renovation, Stone Building, fence enclosure and guano removal. West Campus, Blaine House and white vinyl and wood fences, Burton M. Cross Building Security Study and Building envelope improvements, Cultural Building renovation and Abatement, Facility Assessment of Daschlager House, McLean House, and Nash School, First Amendment Museum, Law Enforcement Memorial, Nash Building chiller replacement and fence / screening, Paving at Capital Complex Chamberlain and Wade Streets.

DEPARTMENT OF ADMINISTRATIVE AND FINANCIAL SERVICES

LICENSES:

Special or Temporary Use Permits
Sign Permits
Project Approvals

PUBLICATIONS:

Capitol Planning Commission Rules and Regulations

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

CENTRAL FLEET MANAGEMENT DIVISION

MARK BAILEY, DIRECTOR

Central Office: 66 INDUSTRIAL DRIVE, AUGUSTA, ME 04333

Mail Address: 106 STATE HOUSE STATION, AUGUSTA, ME 04333-0106 *FAX:* (207) 287-6521

Established: 1991 *Telephone:* (207) 287-6240

Reference: Policy Area: 00 *Umbrella:* 18 *Unit:* 555 *Citation:* T0005 *M.R.S.A., Sect.:* 000001830

Average Counts-All Positions: 16.000 *Legislative Count:* 16.00

PURPOSE:

Central Fleet Management was established to centrally procure, distribute, provide detailed usage and cost analysis, and dispose of passenger and light truck vehicles for most agencies of state government.

ORGANIZATION:

The Division operates within the Bureau of General Services.

PROGRAM:

The lease line provides over 2,000 passenger and light truck vehicles to using agencies across state government. Maintenance and repair is accomplished through a centralized Central Fleet Management service garage, other state maintenance facilities, contracted service providers and private maintenance facilities.

The rental line provides daily vehicle needs to mostly Augusta based agencies of state government. Agencies can request various regular and special purpose vehicles on a daily, weekly or monthly basis, allowing the optimum use of all state vehicles throughout the year.

Central Fleet Management works with all using agencies to ensure they have the most fuel efficient, cost effective, appropriate type and number of vehicles in their fleet. Fuel efficiency is part of the life cycle costing for all new vehicles purchased.

DEPARTMENT OF ADMINISTRATIVE AND FINANCIAL SERVICES

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| CENTRAL FLEET MANAGEMENT DIVISION | TOTAL FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|--------------------------------------|------------------------------|-----------------|-----------------------------|-----------------|------------------|---------------|
| EXPENDITURES | | | | | | |
| SALARIES & WAGES | 701,241 | | | | | 701,241 |
| HEALTH BENEFITS | 191,965 | | | | | 191,965 |
| RETIREMENTS | 163,817 | | | | | 163,817 |
| OTHER FRINGE BENEFITS | 21,360 | | | | | 21,360 |
| COMPUTER SERVICES | 26,066 | | | | | 26,066 |
| CONTRACTUAL SERVICES | 8,658,897 | | | | | 8,658,897 |
| RENTS | 40,140 | | | | | 40,140 |
| COMMODITIES | 91,572 | | | | | 91,572 |
| EQUIPMENT | 22,203 | | | | | 22,203 |
| INTEREST-DEBT RETIREMENT | 263,920 | | | | | 263,920 |
| TRANSFER TO OTHER FUNDS | 5,265 | | | | | 5,265 |
| TOTAL EXPENDITURES | 10,186,446 | | | | | 10,186,446 |

STATE CLAIMS COMMISSION
RICHARD ESTABROOK, ESQ., DIRECTOR

Central Office: 111 SEWALL STREET, AUGUSTA, ME 04333
 Mail Address: 86 STATE HOUSE STATION, AUGUSTA, ME 04333-0086 FAX: (207) 287-4032
 Established: 1961 Telephone: (207) 624-7442
 Reference: Policy Area: 00 Umbrella: 18 Unit: 185 Citation: T0023 M.R.S.A., Sect.: 000000152
 Average Counts-All Positions: 0.50 Legislative Count: 0.50

PURPOSE:

The State Claims Commission was established to ensure that the rights of property owners and/or interested parties are protected and just compensation is awarded in highway condemnations in real property taken by the State; to afford property owners and/or interested parties the opportunity to appear, present their case and have their rights fully protected without the necessity of retaining professional assistance; to determine and to award just compensation for highway takings, relocation assistance, grading and well damage claims, outdoor advertising signs, the relocation removal or disposal of automobile graveyards and junkyards, assessment of damages for takings by the Portland Water District and by the Maine Turnpike Authority, and to make rules and regulations and prescribe forms to secure speedy, efficient and inexpensive disposition of all condemnation proceedings; and, in addition thereto, to approve, partially approve, or disapprove certain claims against the State or any of its agents.

ORGANIZATION:

The State Claims Commission consists of five members, four of whom are appointed by the Governor for terms of four years. Two of these appointees must be qualified appraisers and two must be attorneys at law. The Governor designates one of the latter as Chairman. The fifth member of the Commission is appointed for each hearing or series of hearings within the county where the land taken lies. He or she must be a member of that county's Board of County Commissioners, and is appointed by the chairperson of the State Claims Commission upon recommendation by the Board of County Commissioners, such service being as a member of the State Claims Commission and not in the capacity of County Commissioner. Hearings are conducted by one of the attorney members, one of the appraiser members, and the County Commissioner from the county in which the real estate or other interest taken by eminent domain is located.

DEPARTMENT OF ADMINISTRATIVE AND FINANCIAL SERVICES

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| STATE CLAIMS COMMISSION | TOTAL FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|---------------------------|------------------------------|-----------------|-----------------------------|-----------------|------------------|---------------|
| EXPENDITURES | | | | | | |
| SALARIES & WAGES | 47,331 | | | 47,331 | | |
| HEALTH BENEFITS | 4,605 | | | 4,605 | | |
| RETIREMENTS | 8,105 | | | 8,105 | | |
| OTHER FRINGE BENEFITS | 647 | | | 647 | | |
| COMPUTER SERVICES | 3,247 | | | 3,247 | | |
| CONTRACTUAL SERVICES | 9,154 | | | 9,154 | | |
| TRANSFER TO OTHER FUNDS | 4,160 | | | 4,160 | | |
| TOTAL EXPENDITURES | 77,249 | | | 77,249 | | |

**STATE EMPLOYEE HEALTH COMMISSION
SHONNA POULIN-GUTIERREZ, EXECUTIVE DIRECTOR
HEATHER PERREAULT, MANAGEMENT CO-CHAIR**

Central Office: 111 SEWALL STREET, AUGUSTA, ME 04333
Mail Address: 61 STATE HOUSE STATION, AUGUSTA, ME 04333-0061 *FAX:* (207) 287-6796
Established: 1988 *Telephone:* (207) 624-7380
Reference: Policy Area: 00 *Umbrella:* 18 *Unit:* 350 *Citation:* T0005 *M.R.S.A., Sect.:* 000000285A
Average Counts-All Positions: 16.000 *Legislative Count:* 16.00

PURPOSE:

The State Employee Health Commission was established to serve as trustee of the State Employee Health Insurance Program, including health and dental insurance, and to advise the Executive Director of the Office of Employee Health and Wellness (EHW) and the Director of the Bureau of Human Resources on issues related to employee health and wellness, and the employee assistance program (EAP).

ORGANIZATION:

Membership of the Commission consists of 24 labor and management representatives: One labor member from each bargaining unit recognized under Title 26, Chapter 9-B; one labor member from the largest bargaining unit recognized under Title 26, Chapter 14; one labor member appointed by the retiree chapters of the Maine State Employees Association; one member appointed by the Maine Association of Retirees; one labor member from the Maine Turnpike Authority; one labor member from the Maine Community College system faculty or administrative unit; one labor member from the Maine Public Employees Retirement System; one labor member from the Maine Maritime Academy; four management members appointed by the Commissioner of the Department of Administrative and Financial Services; one management member appointed by the Court Administrator; one management member from the Maine Community College System; one management member from the Maine Public Employees Retirement System; one management member from Maine Maritime Academy; and the Executive Director of Employee Health & Wellness, ex officio.

PROGRAM:

The Commission collaborates with the Office of Employee Health and Wellness, in the Bureau of Human Resources, to administer the State health plans (health, prescription, dental, retiree and Medicare Advantage), and represent the interests of labor and management in the development of plan design, vendor selection and contract approval, and wellness initiatives. The State Employee Health Plan currently provides a self-insured preferred provider organization (PPO) managed care plan for active employees and non-Medicare Part A-eligible retirees. A Medicare Advantage Private Fee-for-Service (PFFS) plan provides coverage for Medicare Part A eligible retirees. The plan has a contract with a Pharmacy Benefits Manager to provide pharmacy benefits for the PPO plan, and a stop-loss insurance policy protects the PPO Plan against claims in excess of \$750,000. Additional benefits contained in the PPO plan include a clinical advocacy program, a surgical Centers of Excellence program, a 24/7 nurse line, and an online telehealth program. Combined, the group health plans provide health care benefits for approximately 38,000 participants. The Commission provides

DEPARTMENT OF ADMINISTRATIVE AND FINANCIAL SERVICES

dental insurance coverage for participating active employees. For health benefits, the Commission has adopted the strategy of value-based purchasing to improve the quality of healthcare services provided to its members. The Commission has introduced a pay for performance strategy to: encourage consumers to make informed, prudent decisions about healthcare; to provide incentives for plan members to seek care from high quality and lower cost providers; and to reward providers who demonstrate superior performance. The overall objective is to engage members in seeking efficient, high quality healthcare and to encourage providers to publicly disclose their performance data. The Commission develops a health premium credit program that enables employees to reduce their premium contribution by 5% for completing wellness initiatives identified by the Commission. Wellness initiatives vary from year to year. Some examples have included: enrollment with a primary care practice; having a dental visit; tracking biometric health data such as cholesterol levels; having a vision exam; and completing a short online wellness questionnaire.

PUBLICATIONS:

- All Free:
- Summary Plan Description, State of Maine Health Plan
- Summary of Benefits & Coverage, State of Maine Health Plan
- Schedule of Benefits, State of Maine Health Plan
- Schedule of Benefits, State of Maine Pharmacy Coverage
- Benefit Overview, Medicare Advantage Plan
- Summary of Benefits, Medicare Advantage Plan
- Summary Plan Description, State of Maine Dental Plan
- Summary of Benefits Coverage, State of Maine Dental Plan

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| STATE EMPLOYEE HEALTH COMMISSION | TOTAL FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|-------------------------------------|--|-------------------------|--------------------------------------|-------------------------|--------------------------|-----------------------|
| EXPENDITURES | | | | | | |
| SALARIES & WAGES | 942,198 | | | | | 942,198 |
| HEALTH BENEFITS | 283,661 | | | | | 283,661 |
| RETIREMENTS | 249,717 | | | | | 249,717 |
| OTHER FRINGE BENEFITS | 22,556 | | | | | 22,556 |
| COMPUTER SERVICES | 111,707 | | | | | 111,707 |
| CONTRACTUAL SERVICES | 121,936,479 | | | | | 121,936,479 |
| COMMODITIES | 5,318 | | | | | 5,318 |
| TRANSFER TO OTHER FUNDS | 181,047,825 | 772,957 | | | | 180,274,868 |
| TOTAL EXPENDITURES | 304,599,461 | 772,957 | | | | 303,826,504 |

DIVISION OF FINANCIAL AND PERSONNEL SERVICES
HEATHER L. PERREAULT, CPA, DEPUTY COMMISSIONER

Central Office: 111 SEWALL STREET, AUGUSTA, ME 04333
Mail Address: 74 STATE HOUSE STATION, AUGUSTA, ME 04333-0074 *FAX:* (207) 287-4032
Established: 1992 *Telephone:* (207) 624-7800
Reference: Policy Area: 00 *Umbrella:* 18 *Unit:* 551 *Citation:* T0005 *M.R.S.A., Sect.:* 000000284
Average Counts-All Positions: 275.000 *Legislative Count:* 275.00

PURPOSE:

The Division of Financial and Personnel Services provides professional fiscal and human resources expertise to departments and agencies across Maine State Government. These centralized services give agencies access to experienced staff with specialized knowledge who act in both an advisory and operational capacity to provide technical guidance, problem-solving, and management services. This allows agencies to focus on their core missions and rely on these specialists to remain in compliance with complex and rapidly changing reporting standards, regulations and laws.

DEPARTMENT OF ADMINISTRATIVE AND FINANCIAL SERVICES

ORGANIZATION:

The Division is divided into five service centers, each with finance and human resource units. Financial staff are under the direction of the Deputy Commissioner of Finance, and the Human Resources staff are under the State Human Resources Officer. The service centers are: General Government; Natural Resources; Security and Employment; Corrections; and Health and Human Services.

PROGRAM:

The Division works collaboratively with senior leadership at State agencies, providing consultative financial and personnel services. Areas of fiscal expertise include: compliance with State and Federal laws and regulations, statewide budgetary policy, budget development and monitoring, application of generally accepted accounting and financial practices, grant management, financial analysis, cash management, accounting and financial processing, and legislative support. Personnel services include: personnel management, recruitment and hiring, employee relations, training seminars, investigations and arbitrations, benefits administration, payroll processing, and other administrative functions. Departments served by the service centers are: General Government: Department of Administrative and Financial Services, Department of Education, Department of Economic and Community Development, Maine State Library, Maine State Museum, various other cultural agencies, the Governor's Office and Blaine House, and various Commissions, Boards and Authorities; Natural Resources: Department of Agriculture, Conservation and Forestry, Department of Inland Fisheries and Wildlife, Department of Environmental Protection, Department of Marine Resources, Baxter State Park, and Maine Outdoor Heritage Fund; Security and Employment: Department of Labor, Department of Professional and Financial Regulation, Department of Public Safety, Department of Defense, Veterans and Emergency Management, Commission on the Status of Racial, Indigenous, and Tribal Populations, Fire Protection Services Commission and various Boards and Authorities; Corrections: Department of Corrections; Health and Human Services: Department of Health and Human Services.

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| DIVISION OF FINANCIAL AND PERSONNEL SERVICES | TOTAL FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|--|---------------------|-------------------|-----------------------|--------------|---------------|-------------------|
| EXPENDITURES | | | | | | |
| SALARIES & WAGES | 15,215,953 | | | | | 15,215,953 |
| HEALTH BENEFITS | 3,712,619 | | | | | 3,712,619 |
| RETIREMENTS | 3,765,990 | | | | | 3,765,990 |
| OTHER FRINGE BENEFITS | 358,490 | | | | | 358,490 |
| COMPUTER SERVICES | 970,096 | | | | | 970,096 |
| CONTRACTUAL SERVICES | 611,581 | 14,815 | 4,503 | | | 592,263 |
| RENTS | 117,079 | | 3,140 | | | 113,939 |
| COMMODITIES | 71,526 | | 163 | | | 71,363 |
| INTEREST-DEBT RETIREMENT | 16,553,595 | 16,553,595 | | | | |
| TRANSFER TO OTHER FUNDS | 233 | | | | | 233 |
| COST OF GOODS SOLD | 5,839,764 | 5,839,764 | | | | |
| TOTAL EXPENDITURES | 47,216,926 | 22,408,174 | 7,806 | | | 24,800,946 |

BUREAU OF GENERAL SERVICES

BILL LONGFELLOW, DIRECTOR

Central Office: 111 SEWALL STREET, AUGUSTA, ME 04333
 Mail Address: 77 STATE HOUSE STATION, AUGUSTA, ME 04333-0077 FAX: (207) 287-4039
 Established: 1991 Telephone: (207) 624-7314
 Reference: Policy Area: 00 Umbrella: 18 Unit: 554 Citation: T0005 M.R.S.A., Sect.: 000001742
 Average Counts-All Positions: 157.500 Legislative Count: 157.50

PURPOSE:

General Services was established to: provide one centralized bureau to manage and oversee the State's procurement process; supervise, control and maintain state owned land and buildings in the State Capitol Complex and greater Augusta area; manage and record the leasing of all grounds, buildings, facilities and office space required by all departments and agencies of state government; record,

DEPARTMENT OF ADMINISTRATIVE AND FINANCIAL SERVICES

manage, and assist with remediation of asbestos and other hazardous materials in state-owned and leased buildings and advise public schools on matters pertaining to hazardous materials; maintain a central fleet of vehicles for use by government agencies; provide central services including postal and surplus property; and plan and oversee the construction of public improvements, including schools. The Bureau is authorized to plan and develop long-range public improvement programs and to make recommendations to the Governor and the Legislature regarding such programs. It advises on and approves engineering and architectural services, proposals, plans, specifications and contracts for public improvements to state facilities and public school construction. The Bureau also oversees three State-owned landfills.

ORGANIZATION:

The Bureau of General Services consists of four major divisions: Planning, Design & Construction, Property Management (including Operations and Maintenance and Custodial Services), Procurement, and Leased Space. The Procurement Division includes Procurement and State Purchases Review Committee, Central Fleet Management, and Central Services (including Postal Operations and Surplus Property). Within General Services is the Safety and Environmental Services unit. The organization also participates on the State House and Capitol Park Commission, the Capitol Planning Commission, the Blaine House Commission, Friends of the Blaine House, and the Capitol Riverfront Improvement District.

PROGRAM:

The Planning, Design & Construction Division staff oversee public improvements at approximately 2,000 state buildings and state-funded school projects. The Bureau formerly prepared the biennial capital and repair budgets for all state agencies; however, now each agency prepares its own capital repair budget. Property Management has responsibility for operations and maintenance, including housekeeping services for 53 buildings and 3 memorials in the various Capitol Complexes (East and West Campuses), the Maine Criminal Justice Academy and other buildings in the Greater Augusta area.

The Division of Purchases is responsible for procurement of goods and services for state government. Central Fleet Management and Central Services manage not only the State fleet, but also Postal Services, State Surplus property and Federal Surplus property. The Leased Space Division locates state agencies either in state facilities or in privately leased facilities throughout the State.

The Division of Safety and Environmental Services was reinstated in the FY 22-23 biennial budget. The Division oversees hazardous material testing and abatement and air quality assessments and mitigation.

Landfill Management oversees three state-owned landfills: Juniper Ridge in Old Town, operated by NEWSME Landfill Operations under an agreement with the State; Dolby in East Millinocket; and Carpenter Ridge in Township 2, Range 8 NWP, Penobscot.

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| BUREAU OF GENERAL SERVICES | TOTAL | | SPECIAL | HIGHWAY | FEDERAL | MISC |
|----------------------------|--------------------|-------------------|------------------|------------------|------------------|-------------------|
| | ALL | GENERAL | | | | |
| EXPENDITURES | FUNDS | FUND | REVENUE | FUND | FUNDS | FUNDS |
| SALARIES & WAGES | 7,267,654 | 5,419,483 | | 248,138 | | 1,600,033 |
| HEALTH BENEFITS | 1,945,638 | 1,417,898 | | 79,848 | | 447,892 |
| RETIREMENTS | 1,672,974 | 1,263,134 | | 54,074 | | 355,766 |
| OTHER FRINGE BENEFITS | 174,195 | 134,611 | | 6,407 | | 33,177 |
| COMPUTER SERVICES | 1,279,601 | 1,105,850 | | 37,631 | | 136,120 |
| CONTRACTUAL SERVICES | 7,754,073 | 6,058,394 | 250,108 | 752,951 | | 692,620 |
| RENTS | 627,021 | 131,486 | 94,661 | 17,731 | | 383,143 |
| COMMODITIES | 2,539,041 | 2,061,704 | -358 | 451,626 | | 26,069 |
| BUILDING IMPROVEMENTS | 10,507,967 | 946,605 | 1,888,367 | | 7,672,995 | |
| EQUIPMENT | 1,847,544 | 7,963 | 1,839,581 | | | |
| TRANSFER TO OTHER FUNDS | 65,262,176 | 12 | 10,202 | 48,857 | | 65,203,105 |
| TOTAL EXPENDITURES | 100,877,884 | 18,547,140 | 4,082,561 | 1,697,263 | 7,672,995 | 68,877,925 |

DEPARTMENT OF ADMINISTRATIVE AND FINANCIAL SERVICES

BUREAU OF HUMAN RESOURCES

BRENA BISSELL, DIRECTOR

Central Office: 111 SEWALL STREET, AUGUSTA, ME 04330-6830

Mail Address: 4 STATE HOUSE STATION, AUGUSTA, ME 04333-0004 *FAX:* (207) 287-4414

Established: 1987 *Telephone:* (207) 624-7761

Reference: Policy Area: 00 *Umbrella:* 18 *Unit:* 389 *Citation:* T0005 *M.R.S.A., Sect.:* 000007033

Average Counts-All Positions: 35.000 *Legislative Count:* 35.00

PURPOSE:

The Bureau of Human Resources is responsible for: centralized administration of the State's Civil Service system; employee health and benefit programs; Workers' Compensation program; wellness and safety initiatives; recruitment, development and training programs; equal employment opportunity programs; bargaining agreement negotiations; and representation of management in labor relations matters.

ORGANIZATION:

In 1937, the State of Maine enacted legislation to parallel Federal Civil Service Law. A three-member State Personnel Board and a Bureau of Personnel within the then Department of Finance were established to administer this new law. The Bureau was headed by a Director of Personnel who was appointed by the Governor and the Board to serve at the pleasure of the Board. In 1941, the Bureau was made an independent state agency referred to as the Office of Personnel. In 1953, the State Personnel Board was enlarged by adding a member selected by the Maine State Employees' Association and a member selected from department heads. In 1975, these two special memberships were deleted and the State Personnel Board returned to an all-public body. In 1976, the State Civil Service System experienced its first major change. The Office of Personnel was made a Cabinet-level department, headed by a Commissioner appointed to serve at the pleasure of the Governor. The Commissioner was given the authority formerly vested in the State Personnel Board and the State Personnel Board was redefined as an advisory and appellant body. In January 1981, the Governor placed the Office of Employee Relations under the Commissioner of Personnel and a Director of Employee Relations was appointed by the Commissioner to manage labor relations and collective bargaining activities. In 1986, the Legislature significantly altered the mission and purpose of the Department of Personnel and provided a year of transition for the Department to become the Bureau of Human Resources within the newly established Department of Administration. The State Personnel Board was discontinued and replaced by the State Civil Service Appeals Board, and an advisory Policy Review Board comprised of the leadership of the larger State departments was established. The Office of Employee Relations was established as a separate Bureau, and the former training division of the Office of Employee Relations was placed under the Bureau of Human Resources. In July 1991, the State Employee Health Insurance, Workers' Compensation, and State Employee Health and Wellness programs were placed under the Bureau of Human Resources. In July 2008, the Bureau of Employee Relations became the Office of Employee Relations and was returned to the Bureau of Human Resources. In 2010, the Office of Training and Organizational Development was disbanded. In 2012, the Bureau created a Programs Unit that provides leadership training, online training, organizational development protocols and other models for statewide organizational development. This unit is now referred to as the Talent Management Division. In 2019, Employee Relations, Investigations and EEO, Compensation and Classifications, and Civil Service were organizationally placed under the Division of Compliance. In 2020, the Office of Workers Compensation, Office of Employee Health and Benefits, and Wellness Programs unit were organizationally placed under the Division of Employee Health and Wellness.

PROGRAM:

Division of Compliance: The Classification, Compensation, and Civil Service unit provides job classification audits for both employee and management-initiated requests, assists agencies with reorganization efforts, and represents the Bureau at job classification mediations and arbitrations. Salary Schedules are created and maintained by this unit. The unit also researches, interprets, and provides guidance to line agency management on human resource rules, policies, practices and procedures in the Executive Branch; reviews and acts on requests for exceptions to rules and policies; and tracks human resource-related legislative activities during the legislative sessions. The Office of Employee Relations

DEPARTMENT OF ADMINISTRATIVE AND FINANCIAL SERVICES

negotiates and administers collective bargaining agreements by providing advice and counsel to managers and human resource personnel, conducting grievance hearings, and representing all State agencies in grievance arbitrations. In addition, the Office represents State agencies before the Maine Labor Relations Board in unit clarification and unfair labor practice proceedings, and it trains new supervisors and managers in the principles of discipline and other contract administration issues. The Office of the State EEO Coordinator has statutory responsibility to ensure statewide compliance with all federal and state regulations governing equal employment opportunity. It provides direction and support in all areas related to EEO as well as in the conduct of personnel investigations.

Division of Employee Health and Wellness: The Office of Employee Health and Benefits provides centralized administration of the State's health insurance, dental insurance, vision care, flexible spending accounts, and voluntary retirement savings programs. This includes the coordination of payroll deductions, health and dental eligibility determinations, and benefits communications. The Office of Workers' Compensation provides direction and technical assistance in the administration of workers' compensation claims. The Employee Assistance Program guides and assists participating employees, family members and retirees with financial, family, substance abuse and other personal problems. The Division also administers wellness programs. The Wellness Programs unit oversees the State's Employee Assistance Program, Health Premium Credit program, and other wellness initiatives. The unit also collects data from a variety of sources in order to develop and manage programs to enhance the health, wellness, and safety of employees.

Division of Talent Management: The Talent Management Division provides consulting services to agencies in the areas of recruitment, organizational development, workforce management strategies, workplace culture, succession planning, and more. The division develops and delivers surveys, training sessions, reading groups, and workshops in order to assess needs, meet management goals, and enhance managers' skills. Trainings offered include but are not limited to Managing in State Government; Leadership Institute; Compassionate Integrity; and Diversity, Equity and Inclusion. Other services provided are communication of recruitment needs and bureau-wide information through websites, social media outlets, and an HR newsletter; coordination of state-wide employee recognition events; and employment/career counseling for employees impacted by layoff or displacement.

PUBLICATIONS:

The following publications are available through the Bureau of Human Resources or as noted:

<http://www.maine.gov/bhr> for links to:

Civil Service Rules
Personnel Action Forms
Employee Handbook
Employment Opportunities Listings (current)
Human Resources Policy and Procedures Manual
Your HR Connection newsletter
<https://www.maine.gov/oer/> for links to:
OER Manual
Benefits Package for Confidential Employees
Bargaining Contracts
<https://www.maine.gov/bhr/oeH/> for links to:
Benefit Directory
Find a Medical Provider Guide
Getting Ready to Retire Guide

<https://www.maine.gov/bhr/owc/> for links to First Report of Injury, Supervisor's Report of Injury, and other workers compensation related resources and forms.

<http://www.mainelegislature.org/legis/statutes/5/title5ch0sec0.html> for links to Civil Service Law (Title 5, Chapters 65, 67, 68, 69, 71, and 372)

DEPARTMENT OF ADMINISTRATIVE AND FINANCIAL SERVICES

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| BUREAU OF HUMAN RESOURCES | TOTAL | | SPECIAL | HIGHWAY | FEDERAL | MISC |
|-----------------------------|-------------------|------------------|---------|---------|---------|-------------------|
| | FOR | ALL | | | | |
| EXPENDITURES | FUNDS | GENERAL | REVENUE | FUND | FUNDS | FUNDS |
| SALARIES & WAGES | 2,881,496 | 1,561,000 | | | | 1,320,496 |
| HEALTH BENEFITS | 657,148 | 338,872 | | | | 318,276 |
| RETIREMENTS | 764,070 | 435,711 | | | | 328,359 |
| OTHER FRINGE BENEFITS | 67,098 | 35,274 | | | | 31,824 |
| COMPUTER SERVICES | 132,841 | 81,872 | | | | 50,969 |
| CONTRACTUAL SERVICES | 1,852,817 | 116,919 | | | | 1,735,898 |
| RENTS | 8,173 | 4,000 | | | | 4,173 |
| COMMODITIES | 9,166 | 1,277 | | | | 7,889 |
| GRANTS, SUBSIDIES, PENSIONS | 8,245,745 | 300 | | | | 8,245,445 |
| TRANSFER TO OTHER FUNDS | 210,790 | 2 | | | | 210,788 |
| TOTAL EXPENDITURES | 14,829,344 | 2,575,227 | | | | 12,254,117 |

OFFICE OF INFORMATION TECHNOLOGY
NICHOLAS MARQUIS, CHIEF INFORMATION OFFICER

Central Office: 51 COMMERCE DRIVE, AUGUSTA, ME 04333
Mail Address: 145 STATE HOUSE STATION, AUGUSTA, ME 04333-0145 *FAX:* (207) 287-4563
Established: 1992 *Telephone:* (207) 624-7776
Reference: Policy Area: 00 *Umbrella:* 18 *Unit:* 127 *Citation:* T0005 *M.R.S.A., Sect.:* 000001981
Average Counts-All Positions: 440.000 *Legislative Count:* 440.00

PURPOSE:

The Office of Information Technology was established in 2005 as an agency focused on delivering information technology services ("IT Services") to the Executive Branch agencies. IT Services are also provided to support other state and local government entities as needed. The services provided by the Office allow agencies to perform their missions and support the citizens of Maine.

ORGANIZATION:

MaineIT is led by the Chief Information Officer (CIO). The four areas which fall under the leadership of the CIO are: Client and Infrastructure Services, Enterprise Shared Services, Information Security Office, and the Office of the CIO. There is an additional unit within MaineIT, the Project Mangement Office, that reports directly to the Director of Operations within the Commissioner's Office. The Office of the CIO along with the four other units makes up the technology services delivery arm of the Executive Branch.

PROGRAM:

In order to safely and effectively provide IT Services, the Office is responsible for identifying needs, procuring and contracting to meet these needs, and ensuring services are provided in a safe and secure manner. The various units within the Office provide the network, phones, computers and other tools which allow agencies to perform their missions. Development staff work closely with the agencies to determine system needs, develop applications as needed, and perform maintenance. Project management resources are used to ensure projects stay on time and on budget. Data security is the top priority and the Information Security Office continuously assesses the threat environment and takes steps to ensure that the information related to Maine citizens is kept safe and secure.

DEPARTMENT OF ADMINISTRATIVE AND FINANCIAL SERVICES

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| OFFICE OF INFORMATION TECHNOLOGY | TOTAL FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|----------------------------------|---------------------|-------------------|-----------------------|--------------|------------------|-------------------|
| SALARIES & WAGES | 29,311,693 | 715,883 | | | 61,917 | 28,533,893 |
| HEALTH BENEFITS | 6,404,892 | 148,006 | | | 6,380 | 6,250,506 |
| RETIREMENTS | 6,709,660 | 166,307 | | | 16,742 | 6,526,611 |
| OTHER FRINGE BENEFITS | 691,125 | 15,831 | | | 911 | 674,383 |
| COMPUTER SERVICES | 534,296 | 32,333 | | | 26,242 | 475,721 |
| CONTRACTUAL SERVICES | 2,235,694 | 3,360 | 12,779 | | 135 | 2,219,420 |
| RENTS | 1,510,971 | 13,160 | | | 313 | 1,497,498 |
| COMMODITIES | 75,749 | | | | | 75,749 |
| EQUIPMENT | 2,095,137 | | 773,772 | | 1,321,365 | |
| INTEREST-DEBT RETIREMENT | 5,254,465 | 5,254,465 | | | | |
| TRANSFER TO OTHER FUNDS | 43,290,727 | 5,957,555 | 259 | | 3,958,575 | 33,374,338 |
| COST OF GOODS SOLD | 3,605,543 | | | | | 3,605,543 |
| TOTAL EXPENDITURES | 101,719,952 | 12,306,900 | 786,810 | | 5,392,580 | 83,233,662 |

INFORME

NICHOLAS MARQUIS, CHIEF INFORMATION OFFICER

Central Office: 51 COMMERCE DRIVE, AUGUSTA, ME 04333
 Mail Address: 145 STATE HOUSE STATION, AUGUSTA, ME 04333-0145 FAX: (207) 287-4563
 Established: 1998 Telephone: (207) 624-7776
 Reference: Policy Area: 00 Umbrella: 18 Unit: 622 Citation: T0001 M.R.S.A., Sect.: 000000533

PURPOSE:

The Information Resource of Maine, known as InforME, serves as a self-supporting and cost-effective electronic web portal (www.maine.gov) to provide and enhance access to the State's public information for individuals, businesses, and other entities.

See the InforME Public Information Access Act at:
<http://www.mainelegislature.org/legis/statutes/1/title1sec531.html> (sections 531-538).

ORGANIZATION:

The InforME Board consists of 15 voting members and 2 nonvoting, advisory members as follows:
 The Secretary of State or the Secretary of State's designee; three members who are chief executive officers of agencies of the Executive Branch that are major data custodians, who are appointed by the Governor and who serve at the pleasure of the Governor, or their designees; a representative of the University of Maine System, appointed by the Chancellor; a representative of a statewide association of municipalities, appointed by the Governor from nominations made by the association's governing body; a representative of a nonprofit or user organization advancing citizens' rights of access to information, appointed by the Governor; and a representative of a statewide association of public librarians, appointed by the Governor from nominations made by the association's governing body; two members from user associations of a statewide character appointed by the Governor; the Commissioner of Administrative and Financial Services or the Commissioner's designee; the State Librarian or the State Librarian's designee; two public members, one appointed by the President of the Senate and one appointed by the Speaker of the House of Representatives; a representative of the membership or staff of the Judicial Department, appointed by the Chief Justice of the Supreme Judicial Court, who serves as a nonvoting member; the Chief Executive Officer or designee of the private entity under contract as the Network Manager who serves as a nonvoting member; and the Chief Information Officer or the Chief Information Officer's designee.

PROGRAM:

The web service governed by the InforME board and executed by the Maine Information Network, is continually recognized nationally for outstanding services and content on the Maine.gov website. In 2019, Maine.gov was ranked a

DEPARTMENT OF ADMINISTRATIVE AND FINANCIAL SERVICES

finalist in the Government Experience Awards program and Gold in the Ava Digital Awards. Each program that has honored Maine.gov has done so because of the Network Manager's attention to usability, accessibility and the user experience.

Maine.gov is a very important medium for the electronic delivery of public information and services. It is not the exclusive means of delivery of information and services to the public. There exist many other avenues of electronic delivery including direct delivery by agencies through the Office of Information Technology as well as through other 3rd party providers.

The InforME Board provides direction to the InforME portal manager, Maine Information Network. Maine.gov provides universal continuous access to accurate, current web-based electronic public information that may be searched to suit the user's own purposes. Services include, at a minimum: providing standardized access to customized databases and data custodians' databases; providing links to other information sources; conducting electronic business and payment transactions; assisting state agencies in electronically disseminating public information in their custody; and constantly improving access to and the utility of the public information available through maine.gov. The Network Manager under oversight from the InforME board explores, and, where appropriate, implements ways to: A. Expand the amount and kind of public information available free of charge; B. Increase the utility of the public information provided and the form in which it is provided; C. Expand the base of users who access the public information; and D. Improve individual and business access to public information through improvements in technology. Maine.gov provides opportunities for individuals, businesses, and other entities to review public information for accuracy and to indicate to the data custodian when corrections may be appropriate; provides a mechanism for the authorized transfer of nonpublic information; promotes opportunities for interagency cooperation; and provides opportunities for innovative uses of public information.

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

STATE LIQUOR AND LOTTERY COMMISSION MICHAEL BOARDMAN, INTERIM DIRECTOR

Central Office: 19 UNION STREET, AUGUSTA, ME 04330
Mail Address: 8 STATE HOUSE STATION, AUGUSTA, ME 04333-0008 *FAX:* (207) 287-6769
Established: 1993 *Telephone:* (207) 287-3721
Reference: Policy Area: 00 *Umbrella:* 18 *Unit:* 364 *Citation:* T0005 *M.R.S.A., Sect.:* 000000283A

PURPOSE:

The Commission was established to provide oversight for the controlled distribution and sale of spirits and lottery products so that it may effectively generate additional revenues for the support of the State government.

The Commission has the following powers and duties: control and supervise the pricing, listing and delisting of spirits for sale to the public; promulgate and amend rules; make recommendations and set policies; and transact other business that may be properly brought before it.

ORGANIZATION:

The State's regulation of liquor originated in 1862 with the appointment of a Commissioner to Regulate Sales of Intoxicating Liquors to exercise control over liquors kept and sold for medicinal and manufacturing purposes. In 1905, a Liquor Enforcement Commission was established to enforce the law against the manufacture and sale of intoxicating liquors. Both agencies were abolished in 1911.

A State Liquor Licensing Board was created in 1933 consisting of three members appointed by the Governor, with the advice and consent of the Executive Council, for terms of three years. The chairman was designated by the Governor. The Board was renamed the State Liquor Commission in legislation effective 1934 which outlined responsibilities with respect to the State control of liquor still basic to the Commission in conjunction with the present Bureau of Alcoholic Beverages.

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As of 1977, the members of the Commission are appointed by the Governor, subject to confirmation by the Legislature. In 1987, the Legislature raised the membership to five. In November 1973, a public referendum approved a State Lottery, and the first State Lottery Commission was appointed in January 1974. In 1992, the Maine State Lottery and the Bureau of Alcoholic Beverages were combined to become the Bureau of Alcoholic Beverages and Lottery Operations. In July 1993, the Maine State Liquor and Lottery Commissions were merged into a single, combined Commission of five (5) members.

PROGRAM:

The Commission provides oversight to the financial performance and operational activities of the Bureau of Alcoholic Beverages and Lottery Operations.

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

OFFICE OF CANNABIS POLICY JOHN HUDAK, DIRECTOR

Central Office: 19 UNION ST, 1ST FLOOR, AUGUSTA, ME 04330
Mail Address: 162 STATE HOUSE STATION, AUGUSTA, ME 04333 *FAX:* (207) 287-2671
Established: 2018 *Telephone:* (207) 624-7490
Reference: Policy Area: 00 *Umbrella:* 18 *Unit:* 691 *Citation:* PL 2017 M.R.S.A., Sect.: C409
Average Counts-All Positions: 49.000 *Legislative Count:* 49.00

PURPOSE:

The Office of Cannabis Policy (OCP) is responsible for the oversight of all aspects of legalized cannabis. The mission of OCP is to ensure the health and safety of all Mainers by effectively and responsibly licensing and regulating cannabis establishments. It aims to develop a good faith partnership between the State of Maine and stakeholders by establishing rules and policies that provide interested consumers with access to a regulated industry while diminishing an unregulated, untested illicit market.

The powers and duties of OCP are detailed in Title 22, Chapter 558-C (medical) and Title 28-B (adult use).

ORGANIZATION:

In Maine, the responsibility for licensing, compliance, enforcement, and general oversight of Maine's medical use of cannabis and adult use cannabis programs is unified within OCP. The Office is led by a Director who oversees a senior leadership team consisting of a Deputy Director of Operations, Deputy Director of Strategic Initiatives, Director of Licensing, Director of Compliance, Policy Director, Director of Special Projects, Director of Media and Stakeholder Relations, and Data Analytics Director. The Deputy Director of Operations oversees the day-to-day operations of OCP's licensing and compliance divisions. The Deputy Director of Strategic Initiatives oversees the day-to-day and long-term operations of OCP's policy, data analytics, special projects, media and stakeholder relations staff.

PROGRAM:

The State of Maine first legalized medical cannabis by referendum in 1999. In 2009, Maine voters again took up the topic of medical cannabis, this time establishing a distribution mechanism that had been nonexistent since 1999. It took another two years before the first of Maine's medical cannabis dispensaries began operating. Presently, over 50 active dispensaries, hundreds of caregiver retail stores, and approximately 2,000 caregivers serve the State's roughly 106,000 medical cannabis patients. In November 2016, Maine voters approved the recreational use, retail sale and taxation of cannabis. The Maine Legislature spent the next two years working to overhaul the Marijuana Legalization Act. OCP was established within the Department to complete the rulemaking process required by law that would permit the State of Maine to proceed with accepting and processing applications for adult use cannabis establishments. In the adult use

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program today, there are 89 cultivation licensees, 66 manufacturing licensees, 130 retail store licensees, 4 licensed testing facilities and there are hundreds of additional license applications in the queue. Regardless of these changes to Maine law, cannabis is still illegal at the federal level. While limited federal protections exist for medical-use, Mainers should educate themselves about the potential consequences of the recreational use of cannabis.

LICENSES:

Adult Use Licensing under Title 28-B; Medical registrations under Title 22, Chapter 558-c

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| OFFICE OF CANNABIS POLICY | TOTAL FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|-----------------------------|------------------------------|------------------|-----------------------------|-----------------|------------------|---------------|
| EXPENDITURES | | | | | | |
| SALARIES & WAGES | 2,490,219 | 1,639,667 | 850,552 | | | |
| HEALTH BENEFITS | 551,496 | 348,935 | 202,561 | | | |
| RETIREMENTS | 580,760 | 392,854 | 187,906 | | | |
| OTHER FRINGE BENEFITS | 63,193 | 43,392 | 19,801 | | | |
| COMPUTER SERVICES | 355,311 | | 355,311 | | | |
| CONTRACTUAL SERVICES | 1,763,891 | 414 | 1,763,477 | | | |
| RENTS | 92,082 | | 92,082 | | | |
| COMMODITIES | 41,407 | | 41,407 | | | |
| GRANTS, SUBSIDIES, PENSIONS | 162,030 | | 162,030 | | | |
| TRANSFER TO OTHER FUNDS | 929 | | 929 | | | |
| TOTAL EXPENDITURES | 6,101,318 | 2,425,262 | 3,676,056 | | | |

**MAINE BOARD OF TAX APPEALS
DEREK A. JONES, ESQ., CHIEF**

Central Office: 19 ELKINS LANE, ELKINS BLDG, AUGUSTA, ME 04333-0134
 Mail Address: 134 STATE HOUSE STATION, AUGUSTA, ME 04333-0134 FAX: (207) 287-2865
 Established: 2012 Telephone: (207) 287-2863
 Reference: Policy Area: 00 Umbrella: 18 Unit: 674 Citation: T00036 M.R.S.A., Sect.: S0000151-D
 Average Counts-All Positions: 3.000 Legislative Count: 3.00

PURPOSE:

The Maine Board of Tax Appeals provides taxpayers a fair system of resolving controversies with the Maine Bureau of Revenue Services and ensures due process.

ORGANIZATION:

The Board consists of three members appointed by the Governor, subject to review by the Joint Standing Committee of the Legislature having jurisdiction over taxation matters and confirmation by the Legislature. No more than two members of the Board may be members of the same political party. The Governor designates one board member to serve as chair and may remove any member for cause.

The Commissioner of the Department of Administrative and Financial Services appoints the Chief Appeals Officer to assist the Board, manage the appeals office, and hire personnel, including subordinate appeals officers and professional, technical, and support personnel.

PROGRAM:

Board processes and appeal procedures as detailed in the Maine Revised Statutes, Title 36, section 151-D, are available for viewing at: <http://www.mainelegislature.org/legis/statutes/36/title36sec151-D.html>. The address for the board's website is: <http://www.maine.gov/boardoftaxappeals>.

DEPARTMENT OF ADMINISTRATIVE AND FINANCIAL SERVICES

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| MAINE BOARD OF TAX APPEALS | TOTAL | | SPECIAL | HIGHWAY | FEDERAL | MISC |
|----------------------------|----------------|----------------|---------|---------|---------|------|
| | FOR ALL FUNDS | GENERAL FUND | | | | |
| EXPENDITURES | | | | | | |
| SALARIES & WAGES | 154,260 | 154,260 | | | | |
| HEALTH BENEFITS | 34,611 | 34,611 | | | | |
| RETIREMENTS | 39,058 | 39,058 | | | | |
| OTHER FRINGE BENEFITS | 3,806 | 3,806 | | | | |
| COMPUTER SERVICES | 9,556 | 9,556 | | | | |
| CONTRACTUAL SERVICES | 8,430 | 8,430 | | | | |
| COMMODITIES | 724 | 724 | | | | |
| TOTAL EXPENDITURES | 250,445 | 250,445 | | | | |

BUREAU OF REVENUE SERVICES
JEROME GERARD, STATE TAX ASSESSOR
VICKI ROY, DEPUTY EXECUTIVE DIRECTOR

Central Office: 51 COMMERCE DRIVE, AUGUSTA, ME 04333
 Mail Address: 24 STATE HOUSE STATION, AUGUSTA, ME 04333-0024 FAX: (207) 287-3618
 Established: 1931 Telephone: (207) 624-9620
 Reference: Policy Area: 00 Umbrella: 18 Unit: 125 Citation: T00036 M.R.S.A., Sect.: 000000112
 Average Counts-All Positions: 290.000 Legislative Count: 290.00

PURPOSE:

The Bureau of Revenue Services, also known as Maine Revenue Services (MRS), was established to collect revenues necessary to support Maine state government through the assessment of taxes and to improve the administration of tax laws.

ORGANIZATION:

The State Tax Assessor (the Assessor), Associate Commissioner of Tax Policy, and the State Taxpayer Advocate are all appointed by the Commissioner of the Department of Administrative & Financial Services. The Assessor, as the Director of MRS, oversees the administration of Maine's tax laws through ten divisions and units: Income/Estate Tax Division; Sales, Fuel & Special Tax Division; Property Tax Division; Quality Assurance Division; Operations Division; Accounting Division; Compliance Division; Tax Compliance Unit; Criminal Investigation Unit; and the Office of General Counsel. The Associate Commissioner of Tax Policy oversees the Office of Tax Policy, which conducts legal and economic analysis. The State Taxpayer Advocate serves as a resource for Maine taxpayers who need assistance with Maine tax issues.

PROGRAM:

The Income/Estate Tax Division administers income (individual, corporate, and fiduciary); withholding (wage, real estate, and pass-through entity); estate; financial institutions franchise; and insurance premiums taxes. The Division administers partnership audit reporting, reimbursements under the Employment Tax Increment Financing and Visual Media programs, and various tax credits, including the Student Loan Repayment Tax Credit, Property Tax Fairness Credit, Child Care Credit, and Pine Tree Development Zone Credit.

The Sales, Fuel & Special Taxes Division administers sales, use, service provider, healthcare provider, hospital, gasoline, special fuel, cigarette, tobacco, potato, blueberry, quahog, marijuana, and railroad taxes. The Division also administers milk handling fees, recycling assistance fees, abandoned bottle deposits, and prepaid wireless fees. The Division also conducts compliance audits.

The Property Tax Division oversees municipal property tax administration, including the assessment and collection of property and excise taxes for the unorganized territory. The Division conducts the annual State Valuation process that is used to calculate county taxes, to establish municipal and school bond debt limits, and to determine education funding and revenue sharing. The Division determines and administers municipal reimbursements for various exemptions and

DEPARTMENT OF ADMINISTRATIVE AND FINANCIAL SERVICES

current use programs. The Division administers various other tax and reimbursement programs, including: commercial forestry and telecommunications excise taxes, real estate and controlling interest transfer taxes, and the Business Equipment Tax Exemption (BETE) and Business Equipment Tax Reimbursement (BETR) programs.

The Quality Assurance Division provides and manages quality assurance testing and works closely with Maine Information Technology to operate, maintain, and develop MRS's computer network, automated systems, and electronic tax filing and payment application systems.

The Operations Division processes mail and tax returns, deposits daily tax revenues, provides data entry services, processes taxpayer registrations, operates a taxpayer contact center, and provides oversight of production support for the integrated tax system. The Division also provides oversight for physical, personnel, and cyber security and develops and drafts MRS security policies.

The Accounting Division prepares MRS's budget, creates and processes daily cash receipts, monitors expenditure activity, and performs the accounts-payable function. The Division also provides GAAP related entries to the Office of the State Controller for the monthly and annual financial statement closings.

The Compliance Division collects all delinquent taxes through statutory means and MRS's contracted collection agency. The Tax Compliance Unit identifies and contacts non-filers who have an obligation to file a Maine state individual income tax return and assesses income tax if a return is not filed. The Criminal Investigation Unit performs criminal investigations and forwards completed cases to the Office of the Maine Attorney General (OAG) for prosecution.

The Office of General Counsel provides legal research and advisory services to the Assessor and all MRS divisions. The Office reviews decisions on reconsideration, advisory rulings, subpoenas, and settlement agreements. The Office also assists the OAG in all legal proceedings before the Maine Board of Tax Appeals and Maine courts.

LICENSES:

MRS administers the following licenses: Sales Tax Retailer Certificate, Sales Tax Resale Certificate, Tobacco Distributor License, Cigarette Distributor License, Licensed Gasoline Distributor, Registered Gasoline Distributor, Special Fuel Supplier Certificate, Special Fuel Retailer Certificate, Blueberry Processor and Shipper License, Potato Shipper License, Certified Maine Assessor Certificate, and Certified Assessment Technician Certificate.

PUBLICATIONS:

The following publications are available free of charge and can be downloaded from the MRS website: www.maine.gov/revenue. For assistance, call (207) 624-9677.

Title 36 of the Maine Revised Statutes
Taxpayer Bill of Rights
Maine rules
All tax benefit program forms and instructions
Maine Tax Alerts
Maine tax forms and instructions
Income tax guidance documents
Sales tax bulletins
Property tax bulletins and guidance documents
Property tax applications, forms, and certificates
Use tax pamphlet
Municipal Valuation Return Statistical Summary Report (property tax-annual)
Tax Expenditures Report
Sales Tax Reference Guide

The following publications are also available:

Maine tax forms and instructions (bulk orders from preparers; price per form type varies)
Unorganized territory maps (24" x 36" sheet) \$5.00 each
Unorganized Territory Valuation Book; printed copies - \$0.20 per page, \$3.00 minimum
Title 36 of the Maine Revised Statutes - \$13.00

DEPARTMENT OF ADMINISTRATIVE AND FINANCIAL SERVICES

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| BUREAU OF REVENUE SERVICES | TOTAL | | | | | |
|-----------------------------|--------------------|-------------------|-----------------------|----------------|----------------|--------------|
| | FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
| EXPENDITURES | | | | | | |
| SALARIES & WAGES | 17,994,697 | 17,605,462 | | 389,235 | | |
| HEALTH BENEFITS | 3,985,692 | 3,893,878 | | 91,814 | | |
| RETIREMENTS | 4,150,719 | 4,063,271 | | 87,448 | | |
| OTHER FRINGE BENEFITS | 420,983 | 411,802 | | 9,181 | | |
| COMPUTER SERVICES | 7,042,432 | 5,679,643 | 1,362,789 | | | |
| CONTRACTUAL SERVICES | 16,318,482 | 8,156,442 | 8,156,243 | 1,072 | | 4,725 |
| RENTS | 1,360,505 | 1,360,505 | | | | |
| COMMODITIES | 281,793 | 281,793 | | | | |
| GRANTS, SUBSIDIES, PENSIONS | 129,746,034 | 12,587,623 | 117,011,438 | | 146,973 | |
| TRANSFER TO OTHER FUNDS | 298,978 | 7,147 | 275,005 | 16,689 | | 137 |
| TOTAL EXPENDITURES | 181,600,315 | 54,047,566 | 126,805,475 | 595,439 | 146,973 | 4,862 |

DIVISION OF RISK MANAGEMENT
SUZANNE MURPHY, DIRECTOR

Central Office: 111 SEWALL STREET, AUGUSTA, ME 04333
 Mail Address: 85 STATE HOUSE STATION, AUGUSTA, ME 04333-0085 FAX: (207) 287-4008
 Established: 1991 Telephone: (207) 287-3351
 Reference: Policy Area: 00 Umbrella: 18 Unit: 133 Citation: T0005 M.R.S.A., Sect.: 00001725-A
 Average Counts-All Positions: 5.000 Legislative Count: 5.00

PURPOSE:

The Risk Management Division provides insurance advice to the State and quasi government agencies and administers all state insurance and self-funded plans and programs, except for Workers' Compensation and employee benefits.

ORGANIZATION:

The staff consists of four insurance professionals and one clerical support positions. The Division has existed in one form or another since the 1920's.

PROGRAM:

The Division provides insurance services and loss control services to state agencies. Insurance services include, but not limited to: property, general liability, inland marine, ocean marine, bonding, vehicular liability, cyber security, aviation and police professional liability. Insurance rates are based on the cost of commercial insurance, where applicable, plus the projected cost of self-insured claims based on actuarial studies of past claims.

In addition, the Division annually reviews the entire subject of insurance as it applies to state property and activities; develops and maintains accurate records of all insured buildings and contents, state-owned vehicles, aircraft, ocean marine, equipment and other pertinent information so as to properly apply insurance coverage; recommends to the Commissioner of the Department of Administrative and Financial Services such insurance as deemed necessary or desirable for the protection of all state property and activities; recommends a limit of self-insurance on state-owned buildings, contents, furniture, fixtures, and activities consistent with adequate capitalization and administration of the Self-Insurance Fund; and provides insurance coverage for unusual or unique situations and conditions, as deemed necessary.

PUBLICATIONS:

Annual compilation of property values (electronic)

DEPARTMENT OF ADMINISTRATIVE AND FINANCIAL SERVICES

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| DIVISION OF RISK MANAGEMENT | TOTAL FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|-----------------------------|------------------------------|-----------------|-----------------------------|-----------------|------------------|------------------|
| EXPENDITURES | | | | | | |
| SALARIES & WAGES | 355,495 | | | | | 355,495 |
| HEALTH BENEFITS | 79,330 | | | | | 79,330 |
| RETIREMENTS | 95,442 | | | | | 95,442 |
| OTHER FRINGE BENEFITS | 8,404 | | | | | 8,404 |
| COMPUTER SERVICES | 90,068 | | | | | 90,068 |
| CONTRACTUAL SERVICES | 3,182,945 | | | | | 3,182,945 |
| COMMODITIES | 600 | | | | | 600 |
| TRANSFER TO OTHER FUNDS | 38,888 | | | | | 38,888 |
| TOTAL EXPENDITURES | 3,851,172 | | | | | 3,851,172 |

DEPARTMENT OF AGRICULTURE, CONSERVATION AND FORESTRY

AMANDA E. BEAL, COMMISSIONER
RANDY CHARETTE & NANCY MCBRADY, DEPUTY COMMISSIONERS

Central Office: HARLOW BLDG., 18 ELKINS LANE, AUGUSTA, ME 04330
Mail Address: 22 STATE HOUSE STATION, AUGUSTA, ME 04333-0022 *FAX:* (207) 287-2400
Established: 1852 *Telephone:* (207) 287-3200
Reference: Policy Area: 04 *Umbrella:* 01 *Unit:* 001 *Citation:* T0007 *M.R.S.A., Sect.:* 000000001
Average Counts-All Positions: 559.735 *Legislative Count:* 431.00

Units:

| | |
|--|--|
| <i>BUREAU OF AGRICULTURE, FOOD AND RURAL RESOURCES</i> | <i>BUREAU OF RESOURCE INFORMATION AND LAND USE</i> |
| <i>MAINE AGRICULTURAL BARGAINING BOARD</i> | <i>PLANNING</i> |
| <i>OFFICE OF THE COMMISSIONER</i> | <i>MAINE MILK COMMISSION</i> |
| <i>BUREAU OF FORESTRY (AKA MAINE FOREST SERVICE)</i> | <i>BUREAU OF PARKS AND LANDS</i> |
| <i>STATE HARNESS RACING COMMISSION</i> | <i>BOARD OF PESTICIDES CONTROL</i> |
| <i>(OFFICE OF) STATE HORTICULTURIST</i> | <i>PULL EVENTS COMMISSION</i> |
| <i>LAND FOR MAINE'S FUTURE BOARD</i> | <i>(OFFICE OF) SEALER OF WEIGHTS AND MEASURES</i> |

PURPOSE:

The Department of Agriculture, Conservation, and Forestry is a key partner to the many citizens of the State of Maine involved with its land-based natural resources. To grow Maine's natural resource, agricultural, forestry and outdoor recreation-based economy, the Department of Agriculture, Conservation and Forestry: increases public awareness of the value of natural resources; provides factual support for sustainable use of the scenic, mineral, coastal and fresh water resources of the state; maximizes public access while maintaining the natural character of Maine's public lands, state parks, and historic sites; participates in land use planning that recognizes the greatest public value and also supports agricultural, recreational, forest production, mining, and other public resource uses; protects the public's health and well-being by overseeing food safety and preparation practices; documents the growth and harvest of the state timber resource and leads the efforts that protect Maine forests from fire, theft, and insects; coordinates land use planning in unorganized territories; detects, prevents and eradicates plant and animal diseases and insects/pests; develops, compiles, and disseminates scientific and practical knowledge, and provides ongoing database information and mapping of natural resources; conserves and improves the productivity of the state's soils; administers various loan and grant programs and provides technical assistance to enhance the vitality and resilience of agricultural and forestry-based businesses; and supports various conservation and stewardship activities that underpin Maine's natural and built recreational infrastructure.

ORGANIZATION:

The Department of Agriculture, Conservation and Forestry was created in 2012 by combining the former Department of Agriculture, Food and Rural Resources, Department of Conservation, and many functions of the State Planning Office. In addition to the Office of the Commissioner, the department consists of four bureaus: Agriculture, Food and Rural Resources; Forestry; Parks and Lands; and Resource Information and Land Use Planning.

PROGRAM:

The Department of Agriculture, Conservation and Forestry's operational activities, goals, objectives, and plans are reflected in the reports of the individual bureaus, divisions, and programs.

LICENSES:

Listed under the appropriate program units in the following reports.

DEPARTMENT OF AGRICULTURE, CONSERVATION AND FORESTRY

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| DEPARTMENT SUMMARY | TOTAL FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|-----------------------------|---------------------|-------------------|-----------------------|--------------|-------------------|----------------|
| SALARIES & WAGES | 30,026,430 | 19,789,061 | 8,476,249 | | 1,761,120 | |
| HEALTH BENEFITS | 7,028,188 | 4,553,314 | 2,077,400 | | 397,474 | |
| RETIREMENTS | 7,266,071 | 5,037,649 | 1,849,895 | | 378,527 | |
| OTHER FRINGE BENEFITS | 741,926 | 489,660 | 212,528 | | 39,738 | |
| COMPUTER SERVICES | 2,186,776 | 1,729,010 | 418,123 | | 39,643 | |
| CONTRACTUAL SERVICES | 26,622,814 | 6,241,520 | 17,778,088 | | 2,603,206 | |
| RENTS | 3,321,306 | 1,700,612 | 1,252,555 | | 368,139 | |
| COMMODITIES | 2,146,724 | 831,411 | 1,114,444 | | 200,869 | |
| GRANTS, SUBSIDIES, PENSIONS | 52,155,057 | 1,241,155 | 26,371,959 | | 24,541,943 | |
| PURCHASE OF LAND | 13,754,936 | | 2,908,151 | | 10,413,567 | 433,218 |
| BUILDING IMPROVEMENTS | 1,066,715 | | 1,063,202 | | 3,513 | |
| EQUIPMENT | 6,290,134 | 803,808 | 4,139,688 | | 1,312,660 | 33,978 |
| TRANSFER TO OTHER FUNDS | 1,897,052 | 1,905 | 1,646,074 | | 249,073 | |
| TOTAL EXPENDITURES | 154,504,129 | 42,419,105 | 69,308,356 | | 42,309,472 | 467,196 |

| DEPARTMENT OF AGRICULTURE, CONSERVATION AND FORESTRY | TOTAL FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|--|---------------------|------------------|-----------------------|--------------|---------------|------------|
| SALARIES & WAGES | 1,658,767 | 693,923 | 964,844 | | | |
| HEALTH BENEFITS | 293,836 | 112,497 | 181,339 | | | |
| RETIREMENTS | 296,920 | 134,019 | 162,901 | | | |
| OTHER FRINGE BENEFITS | 65,877 | 25,829 | 40,048 | | | |
| COMPUTER SERVICES | 1,752,593 | 1,483,879 | 268,714 | | | |
| CONTRACTUAL SERVICES | 2,949,926 | 1,928,949 | 1,020,977 | | | |
| RENTS | 5,153 | 369 | 4,784 | | | |
| COMMODITIES | 35,857 | 12,151 | 23,706 | | | |
| GRANTS, SUBSIDIES, PENSIONS | 20,445 | 17,600 | 2,845 | | | |
| TRANSFER TO OTHER FUNDS | 19,678 | 10 | 19,668 | | | |
| TOTAL EXPENDITURES | 7,099,052 | 4,409,226 | 2,689,826 | | | |

**BUREAU OF AGRICULTURE, FOOD AND RURAL RESOURCES
CRAIG LAPINE, BUREAU DIRECTOR**

Central Office: DEERING BLDG, 90 BLOSSOM LANE, AUGUSTA, ME 04330
 Mail Address: 28 STATE HOUSE STATION, AUGUSTA, ME 04333-0028 FAX: (207) 287-7548
 Established: 2013 Telephone: (207) 287-3491
 Reference: Policy Area: 04 Umbrella: 01 Unit: 677 Citation: T0007A M.R.S.A., Sect.: S000000206
 Average Counts-All Positions: 147.155 Legislative Count: 130.00

PURPOSE:

The Bureau has the primary responsibility for: animal and plant health; farm and consumer quality assurance; agricultural product marketing; and partnerships that promote rural educational events. The Bureau is also charged with developing the public's understanding of the importance of agriculture to the state's economy, the vitality of rural communities, and Maine's quality of life.

ORGANIZATION:

The Bureau of Agriculture, Food and Rural Resources includes three divisions: the Division of Agricultural Resource Development, the Division of Quality Assurance and Regulation, and the Division of Animal and Plant Health. It is home to the PFAS Response Program, which provides technical and financial assistance to farms impacted by per- and polyfluoroalkyl substances (PFAS) contamination. The Bureau Director is assisted by directors and program managers in each Division, in addition to staffing associated with the Harness Racing Commission, Maine Milk Commission, and the Board of Pesticides Control.

PROGRAM:

Agricultural Resource Development (ARD) supports agricultural producers, processors, and consumers through marketing, promotion, and technical assistance.

DEPARTMENT OF AGRICULTURE, CONSERVATION AND FORESTRY

Through Real Maine and other programs, ARD supports direct market farmers, farm-to-institution sales, and agricultural education. ARD offers several grant and loan programs. Staff also support agricultural resource programs, including farmland protection, farmland property tax, farmland registration, beginning and veteran farmer support, Maine Senior FarmShare Program, The Emergency Food Assistance Program, Local Foods Purchase Assistance Program, the Commodities Supplemental Food Program, and Hunters for the Hungry.

The Division of Quality Assurance and Regulation (QAR) inspects and licenses regulated food enterprises, ensuring that foods are packaged, processed, prepared, stored, and sold in sanitary and safe environments. Regulated enterprises include meat and poultry slaughter and processing facilities, dairy producers and processors, retail food establishments, consumer-size potato packaging, and egg and fruit and vegetable operations surpassing a certain threshold. QAR administers the Produce Safety Rule of the Food Safety Modernization Act under a Cooperative Agreement with the FDA.

The Division of Animal and Plant Health (APH) prevents the introduction and spread of poultry, livestock, and plant diseases. The State Apiarist is responsible for licensing, managing education and training, and inspecting for beekeepers and hives. APH certifies seed potatoes and oversees the licensing of livestock facilities. The Animal Welfare Program (AWP) ensures the humane and proper treatment and licensing of companion animals. AWP is responsible for planning, preparing, and responding to natural disasters that impact domestic animals and their owners and certifies all local animal control officers.

The Bureau's PFAS Response Program supports farms by identifying PFAS contamination, pursuing strategies to reduce or eliminate PFAS, and providing technical and financial assistance to retain farm viability. Staff provide comprehensive testing at commercial agricultural sites with known or suspected PFAS contamination and work with producers to develop a thorough understanding of site-specific factors. The Program prevents adulterated products from entering the food supply while supporting producers seeking to deplete their animals or otherwise resume operations safely.

Several Bureau programs, commissions, and functions are treated in separate sections of this report. These include Weights and Measures, the Board of Pesticides Control, the State Horticulturist, the Maine Milk Commission, the Harness Racing Commission, the Pull Events Commission, and the Animal Welfare Advisory Council.

LICENSES:

Licenses:

Nursery; Beekeepers; Ginseng Certificate; Phytosanitary Certificate; Health Certificate for Certified Seed Potatoes; Health Certificate for Honeybees; animal shelters; boarding kennels; breeding kennels; pet shops; research facilities; and dogs.

Permits:

Maine (intra- and interstate) movement of plant material; Maine (interstate) Honeybees; Imported Seed Potatoes; large game shooting areas; deer and elk farms; swine garbage feeders; livestock and poultry dealers; livestock auctions; users of the State of Maine Quality Trademark and providers of trademark supplies; potato dealers; dry bean dealers; controlled atmosphere apple storage; dealers and repair persons of weighing and measuring devices and public weighmasters; wood scalers; food establishments; feed, seed, and fertilizer products, including lime products and plant and soil amendment products; blueberry processors; meat and poultry processors and milk and milk-derived product producers and processors; livestock and poultry importations; biologics; dairy farms; livestock operations permits; pig scrambles; calf scrambles; and vendor permits for dogs and cats under six months old.

The Bureau is responsible for the "Real Maine" (formerly "Get Real. Get Maine!") certification mark for the identification of Maine-grown or processed food and farm products.

PUBLICATIONS:

The Bureau manages the www.realmaine.com website and produces quarterly publications regarding agricultural marketing, agritourism, and special events, including those focusing on Maine Maple Sunday, Open Farm Day, Harvest Time in Maine, and the Agricultural Trades Show.

DEPARTMENT OF AGRICULTURE, CONSERVATION AND FORESTRY

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| BUREAU OF AGRICULTURE, FOOD AND RURAL RESOURCES | TOTAL | | | | | |
|--|---------------------|------------------|-----------------------------|-----------------|-------------------|---------------|
| | FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
| EXPENDITURES | | | | | | |
| SALARIES & WAGES | 7,278,628 | 3,314,120 | 3,098,701 | | 865,807 | |
| HEALTH BENEFITS | 1,810,694 | 804,635 | 812,248 | | 193,811 | |
| RETIREMENTS | 1,647,245 | 753,492 | 699,535 | | 194,218 | |
| OTHER FRINGE BENEFITS | 170,520 | 79,481 | 71,476 | | 19,563 | |
| COMPUTER SERVICES | 59,423 | 8,677 | 49,642 | | 1,104 | |
| CONTRACTUAL SERVICES | 5,841,831 | 1,799,096 | 3,642,368 | | 400,367 | |
| RENTS | 617,492 | 273,308 | 286,487 | | 57,697 | |
| COMMODITIES | 241,000 | 87,666 | 133,098 | | 20,236 | |
| GRANTS, SUBSIDIES, PENSIONS | 41,296,841 | 1,070,681 | 18,162,698 | | 22,063,462 | |
| EQUIPMENT | 42,962 | 42,962 | | | | |
| TRANSFER TO OTHER FUNDS | 642,861 | 860 | 551,235 | | 90,766 | |
| TOTAL EXPENDITURES | 59,649,497 | 8,234,978 | 27,507,488 | | 23,907,031 | |

**MAINE AGRICULTURAL BARGAINING BOARD
CRAIG LAPINE, BUREAU DIRECTOR**

Central Office: DEERING BLDG, 90 BLOSSOM LANE, AUGUSTA, ME 04330
 Mail Address: 28 STATE HOUSE STATION, AUGUSTA, ME 04333-0028 FAX: (207) 287-7548
 Established: 1973 Telephone: (207) 287-3491
 Reference: Policy Area: 04 Umbrella: 01 Unit: 020 Citation: T0013 M.R.S.A., Sect.: 000001956

PURPOSE:

The Maine Agricultural Marketing and Bargaining Act authorizes producers of agricultural products to form organizations to bargain with handlers of those products regarding price and other terms and conditions of their sale. The Act provides for the certification of those producer organizations that meet the statutory criteria for qualification and requires qualified associations and handlers to bargain in good faith. When an association and a handler cannot reach an agreement, the statute provides for binding final offer arbitration.

ORGANIZATION:

The Maine Agricultural Bargaining Board consists of five members and two alternates, whom the Governor shall appoint. One member and one alternate shall be appointed from a list of names submitted by agricultural producer organizations. One member and one alternate shall be appointed from a list of names submitted by processors of agricultural products. In appointing these members and alternates, the Governor shall seek to represent as many different agricultural products as possible, and a member and the alternate for that member may not be associated with the same agricultural product unless suitable persons cannot otherwise be appointed. An alternate shall serve when, for any reason, the respective member is unable to serve. Three members shall be representatives of the public. A public member may not hold any interest or stock or securities in any producer, dealer, processor, or other person whose activities are subject to the jurisdiction of the Board.

PROGRAM:

For many years, only one organization has been certified, representing producers of potatoes used for processing. On June 1, 2023, the Maine Forest Stewardship Cooperative was certified to represent certain timber harvesters in the forest products industry.

LICENSES:

Certification of qualified associations.

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

DEPARTMENT OF AGRICULTURE, CONSERVATION AND FORESTRY

OFFICE OF THE COMMISSIONER

AMANDA E. BEAL, COMMISSIONER

RANDY CHARETTE & NANCY MCBRADY, DEPUTY COMMISSIONERS

Central Office: HARLOW BLDG, 18 ELKINS LANE, AUGUSTA, ME 04330
Mail Address: 22 STATE HOUSE STATION, AUGUSTA, ME 04333-0022 *FAX:* (207) 287-2400
Established: 1919 *Telephone:* (207) 287-3200
Reference: Policy Area: 04 *Umbrella:* 01 *Unit:* 001T *Citation:* T00012 *M.R.S.A., Sect.:* 0000005012

PURPOSE:

The Office of the Commissioner (OFC) provides management and planning oversight across all bureaus within the department and coordinates department-wide technology, finance, and human resources. Additionally, the OFC prioritizes and reviews the legislative activity, contractual agreements, and regulatory agenda of all bureaus.

The OFC receives and directs inquiries for services from the general public and maintains relationships with other agencies of State and Federal government.

ORGANIZATION:

The Department of Agriculture, Conservation and Forestry is led by the Commissioner, two Deputy Commissioners, and executive staff, who are responsible for planning and implementing activities relating to human resources, public information, educational outreach, personal safety, regulatory compliance, as well as legislative and budget initiatives.

PROGRAM:

The OFC directs policy and provides oversight to programs that affect Maine agriculture (including the Fund to Address PFAS Contamination, created in 2022, which is administratively based in the OFC), forestry, parks and public land, geology, land use planning, and other departmental operations. It coordinates the development, tracking, and response to legislative and budget issues. The department's coordination with the Natural Resources Service Center, the Attorney General's office, the Office of Information Technology, and other Executive Branch agencies is also facilitated through the OFC.

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

BUREAU OF FORESTRY (AKA MAINE FOREST SERVICE)

PATTY CORMIER, DIRECTOR & STATE FORESTER

Central Office: HARLOW BLDG, 18 ELKINS LANE, AUGUSTA, ME 04330-0022 *TTY:* (207) 287-2213
Mail Address: 22 STATE HOUSE STATION, AUGUSTA, ME 04333-0022 *FAX:* (207) 287-8422
Established: 2013 *Telephone:* (207) 287-2791
Reference: Policy Area: 04 *Umbrella:* 01 *Unit:* 669 *Citation:* T00012 *M.R.S.A., Sect.:* S000008001
Average Counts-All Positions: 137.962 *Legislative Count:* 121.00

PURPOSE:

The Bureau of Forestry (a.k.a. Maine Forest Service) was established to ensure the greatest benefits from the state's trees and forests for Maine's citizens.

The Bureau's responsibilities are to: promote sound management of Maine's forests to optimize benefits from the forest; protect forests from destructive elements, including fire, insects, and diseases; provide forest management advice and assistance; promote improved utilization and marketing of forest products; collect and maintain up-to-date data, including annual measurement of forest inventory plots; promote sound forest policy; and administer the state's forest practices laws.

DEPARTMENT OF AGRICULTURE, CONSERVATION AND FORESTRY

ORGANIZATION:

The Bureau is organized into three Divisions: Forest Protection, Forest Policy and Management, and Forest Health and Monitoring. Each Division is administered by a manager who oversees all activities. Field operations are administered through regional supervisors.

PROGRAM:

The Director's office: manages state forestry issues with the USDA Forest Service; is responsible for budget preparation and management; and is responsible for the administration of federally funded cooperative assistance programs, including fire, forest health, landowner assistance, and urban forestry.

The Forest Protection Division provides wildfire control, natural resource protection, and incident management for disasters and emergencies. Wildfire control is accomplished through prevention, detection, readiness, suppression, and investigation. Forest Rangers provide technical assistance, information, and training to firefighting and incident management agencies. Forest Rangers are uniformed and armed law enforcement officers who enforce wildfire safety, wildfire arson, landowner protection, natural resource protection, agricultural resource protection, and certain public safety laws.

The Forest Policy and Management Division promotes informed decisions about Maine's forests. Division staff provide: technical assistance; information and education; outreach and enforcement services on timber harvesting and water quality laws; reports on the state of Maine's forests; assistance through workshops, demonstrations, and presentations; and individual contact between District Foresters and landowners.

The Forest Health and Monitoring Division's objectives are to protect the state's forest, shade, and ornamental tree resources from significant insect and disease damage. Division staff conduct surveillance and evaluations to provide pest management and damage prevention options for homeowners, municipalities, and forest landowners. Other responsibilities include conducting a permanent inventory of Maine's forest resources on a 5-year annualized cycle.

LICENSES:

None

PUBLICATIONS:

Forest Trees of Maine
 The Forestry Rules of Maine
 Best Management Practices for Forestry: Protecting Maine's Water Quality
 Report on Inventory and Growth of Maine's Forests
 Woods in Your Backyard
 What Will My Woods Look Like?
 Forest and Shade Tree Insect and Disease Conditions for Maine
 Big Tree Registry

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| BUREAU OF FORESTRY (AKA MAINE FOREST SERVICE) | TOTAL FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|---|---------------------|-------------------|-----------------------|--------------|------------------|------------|
| EXPENDITURES | | | | | | |
| SALARIES & WAGES | 8,294,961 | 7,853,524 | | | 441,437 | |
| HEALTH BENEFITS | 1,986,085 | 1,897,296 | | | 88,789 | |
| RETIREMENTS | 2,490,683 | 2,406,302 | | | 84,381 | |
| OTHER FRINGE BENEFITS | 223,745 | 214,431 | | | 9,314 | |
| COMPUTER SERVICES | 215,262 | 184,063 | 19,849 | | 11,350 | |
| CONTRACTUAL SERVICES | 2,153,091 | 1,866,864 | 35,097 | | 251,130 | |
| RENTS | 1,256,298 | 978,427 | | | 277,871 | |
| COMMODITIES | 561,974 | 449,847 | 3,415 | | 108,712 | |
| GRANTS, SUBSIDIES, PENSIONS | 358,169 | 3,200 | 51,491 | | 303,478 | |
| BUILDING IMPROVEMENTS | 62,885 | | 62,885 | | | |
| EQUIPMENT | 2,041,598 | 760,846 | 1,250,426 | | 30,326 | |
| TRANSFER TO OTHER FUNDS | 44,888 | 168 | 1,960 | | 42,760 | |
| TOTAL EXPENDITURES | 19,689,639 | 16,614,968 | 1,425,123 | | 1,649,548 | |

STATE HARNESS RACING COMMISSION
SHANE BACON, EXECUTIVE DIRECTOR

Central Office: DEERING BLDG, 90 BLOSSOM LANE, AUGUSTA, ME 04333-0028
Mail Address: 28 STATE HOUSE STATION, AUGUSTA, ME 04333-0028 FAX: (207) 287-7548
Established: 1935 Telephone: (207) 287-3221
Reference: Policy Area: 04 Umbrella: 01 Unit: 017 Citation: T0008 M.R.S.A., Sect.: 0000261-A

PURPOSE:

The State Harness Racing Commission was established to maintain the integrity of pari-mutuel harness racing in Maine and to ensure that pari-mutuel racing is conducted in the best interest of horsemen, affiliated associations, and the general public. The primary responsibilities of the Commission are: to promulgate rules for conducting pari-mutuel harness racing and the operation of tracks and off-track betting facilities; to assign racing dates to the pari-mutuel tracks; to license associations, racing participants, and off-track betting facilities in Maine; to oversee the enforcement of the Commission's statutes and rules; and to help promote harness racing in Maine.

ORGANIZATION:

The Commission consists of five members appointed by the Governor. One member must be a general public member with no industry affiliation. One member must be affiliated with an agricultural society that conducts an annual agricultural fair. The remaining three members must be persons with knowledge of harness racing. The Governor shall appoint one of the five Commission members as Chair.

PROGRAM:

The Commission: grants track licenses to operate harness racing; licenses off-track betting facilities to operate and accept pari-mutuel wagers; licenses or registers participants in harness horse racing, pari-mutuel employees and race officials, and charges a fee; regulates, supervises, and checks the making of pari-mutuel pools and their distribution; establishes a schedule of fines and adopts a schedule of suspensions; encourages and promotes the breeding of Maine Standardbred horses; and assists with the promotion of harness racing in Maine.

Drug testing programs are used continuously in an effort to eliminate drug use on racehorses within the state.

LICENSES:

Standardbred Horse Owners
Drivers, Trainers, and Grooms
Various Pari-Mutuel Racing Officials
Pari-Mutuel Racing Association
Fairs, Extended Meets and Commercial Meets
Pari-Mutuel Employees - Directors, Managers and Tellers
Vendors at Licensed Pari-Mutuel Facilities
Off-Track Betting Facilities and Simulcast Facilities

PUBLICATIONS:

Maine State Harness Racing Commission Annual Report
Annual Report on the Use of Funds

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

DEPARTMENT OF AGRICULTURE, CONSERVATION AND FORESTRY

(OFFICE OF) STATE HORTICULTURIST

GARY FISH, STATE HORTICULTURIST

Central Office: DEERING BLDG, 90 BLOSSOM LANE, AUGUSTA, ME 04330

Mail Address: 28 STATE HOUSE STATION, AUGUSTA, ME 04333-0028 *FAX:* (207) 287-5576

Established: 1910 *Telephone:* (207) 287-7545

Reference: Policy Area: 04 Umbrella: 01 Unit: 010 Citation: T0007 M.R.S.A., Sect.: 000002212

PURPOSE:

The State Horticulturist assists the Director, Division of Animal and Plant Health, in the implementation of plant, insect, and disease laws and quarantines, the certification of plant materials, honeybees and hives involved in interstate and international movement, licensing of hemp and ginseng growers and arborists, monitoring and surveying for invasive exotic plant pests, and supervision of the Integrated Pest Management Program (IPM).

ORGANIZATION:

The State Horticulturist resides in the Division of Animal and Plant Health.

PROGRAM:

Primary responsibilities of this unit include nursery, greenhouse, and plant dealer inspections; licensing of plant sales outlets and assisting industry and the general public on horticulture issues; managing the arborist licensing program, hemp licensing program, apiary program, IPM program, and Cooperative Agricultural Pest Survey program (CAPS).

Businesses selling rooted plant material are licensed and inspected for a variety of plant pests, focusing on pests that are either not found in the state, are new to the state, or are of limited distribution, and pests that have the potential to impact the health of economically important agricultural and horticultural crops and forest resources.

With help from the seed potato certification program, this office inspects and certifies plant material and issues phytosanitary certificates to assist growers in marketing products to other countries. Most certificates are issued for seed, nursery crops, seed potatoes, feed barley, and wheat.

This office also licenses arborists to work on shade and ornamental trees in the state. Candidates must pass a written examination to be eligible for licensing.

The office licenses hemp growers under agreement with the USDA, who must plant certified seed, and their crops must be tested for tetrahydrocannabinol (THC) content and inspected before harvest.

The State Apiarist licenses commercial and hobby beekeepers and inspects beehives. This Program also issues certificates of inspection to allow for the interstate transfer of commercial hives.

Division staff also survey for several exotic pests of importance to Maine's agriculture and forest industries. In cooperation with others, including the Bureau of Forestry, Soil & Water Conservation Districts, and the University of Maine Cooperative Extension, plant commodity and emergency pest surveys are conducted to look for exotic pests and pests with regulatory significance.

The IPM program leads initiatives to develop and promote guidelines, resources, and education to minimize reliance on pesticides and safeguard health. The IPM entomologist coordinates activities for the 11-member Maine IPM Council. The IPM program provides technical guidance and outreach to schools, government agencies, institutions, businesses, and citizens.

LICENSES:

Arborist
Nursery
Ginseng
Apiary
Hemp

DEPARTMENT OF AGRICULTURE, CONSERVATION AND FORESTRY

Certificate:

Phytosanitary
Maine Nursery Stock Certificate
Apiary Inspection Certificate for interstate transportation

PUBLICATIONS:

List of Licensed Producers and Dealers of Nursery Stock--annual (electronic).
List of Licensed Arborists--annual (electronic)
List of Swarm Collectors--annual (electronic)
List of Licensed Hemp Growers annual (electronic)

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

**LAND FOR MAINE'S FUTURE BOARD
STEPHEN WALKER, DIRECTOR**

Central Office: 19 ELKINS LANE, ELKINS BLDG, AUGUSTA, ME 04330
Mail Address: 22 STATE HOUSE STATION, AUGUSTA, ME 04333-0022 *FAX:*
Established: 1987 *Telephone:* (207) 287-7576
Reference: Policy Area: 04 *Umbrella:* 01 *Unit:* 683 *Citation:* T0005 *M.R.S.A., Sect.:* 000006202

PURPOSE:

The Land for Maine's Future (LMF) program is the State's primary funding vehicle for land conservation. The Program provides funding through a competitive process for the purchase of conservation easements and fee acquisitions for public use and benefit. The LMF Program promotes working landscapes, which are part of Maine's rural economy. LMF farmland preservation projects support farmer and community efforts to keep land in agricultural production. Working forest easements are part of Maine's wood supply for the forest products industries and provide access for recreational use. The working waterfront access protection program makes key points of access along Maine's coast available to the commercial fisheries industry. LMF also prioritizes the protection of wildlife and fisheries habitat, as well as key public access points to Maine woods and waters, and ensures that land utilizing LMF funding is available for traditional recreational activities where suitable.

Since the creation of the Program, over 610,000 acres have been conserved, which includes approximately 333,425 acres of working lands, reflecting LMF's efforts to conserve the working landscape and keep lands in private ownership with permanent land conservation agreements. Additionally, over 1,250 miles of shoreline on rivers, lakes, and ponds have been protected as have over 62 miles for public coastal access.

ORGANIZATION:

In 2023, LMF was strengthened by moving the Program's funds to a designated trust fund, enabling it to accept private donations while earning interest on its funds. Thus, the LMF Board manages the Land for Maine's Future Trust Fund, the Public Access to Maine Waters Fund, the Conservation and Recreation Fund, the Conservation Land Management Fund, and jointly administers the Working Waterfront Access Protection Fund with the Department of Marine Resources and the Working Farmland Access and Protection Fund with the Department of Agriculture, Conservation and Forestry's Bureau of Agriculture, Food and Rural Resources. The Board consists of nine members: six are private citizens appointed by the Governor, and the remaining three are the Commissioners of the Departments of: Agriculture, Conservation and Forestry; Inland Fisheries and Wildlife; and Marine Resources. The Governor appoints the Board's chairperson. The program director, technical staff, and clerical support operate within the Bureau of Resource Information and Land Use Planning.

PROGRAM:

The Board is responsible for reviewing funding requests for land protection projects and authorizing the distribution of bond proceeds to priority projects.

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Funding is drawn from the sale of bonds approved by voters. LMF bond funds are matched with additional funds at a ratio of at least \$1 in matching funds for every \$1 of public funds expended.

The Board has established a process for the public to nominate lands and a scoring system to evaluate proposals. There are five proposal categories: Conservation and Recreation Lands, Conservation Land Management, Farmlands, Working Waterfronts, and Water Access Lands.

LICENSES:

None

PUBLICATIONS:

Biennial Report of the Land for Maine's Future Program, per Title 5, Ch. 353, Sec. 6206, sub-sec. E
Government Evaluation Act Report, per Title 3, Ch. 35

Numerous informational resources are available on the program website:
www.maine.gov/dacf/lmf

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

BUREAU OF RESOURCE INFORMATION AND LAND USE PLANNING

JUDITH C. EAST, DIRECTOR

TTY: (888) 577-6690

Central Office: WILLIAMS PAVILION, 17 ELKINS, AUGUSTA, ME 04330
Mail Address: 22 STATE HOUSE STATION, AUGUSTA, ME 04333-0022 FAX: (207) 287-2353
Established: 2013 Telephone: (207) 287-4936
Reference: Policy Area: 04 Umbrella: 01 Unit: 672 Citation: T007A M.R.S.A., Sect.: 0000000206
Average Counts-All Positions: 48.000 Legislative Count: 48.00

PURPOSE:

The purpose of the Bureau of Resource Information and Land Use Planning centers on providing science, technical assistance, information, and administering discrete funding in support of resource management and land use planning.

ORGANIZATION:

The Bureau has six programs: Geological Survey, Natural Areas Program, Municipal Planning Assistance Program, Land Use Planning Commission, Floodplain Management, and Land for Maine's Future.

PROGRAM:

Maine Geological Survey: Geologic Mapping provides interpretation of surficial materials, rock types, and structures and the identification of aquifers, minerals, and geologic hazards such as earthquakes. Hydrogeology assesses groundwater supply, aquifer delineation, and groundwater quality. Marine Geology conducts studies of shoreline stability, landslides, storm surges, sea-level rise, beach nourishment, and dredged material disposal sites.

The Maine Natural Areas Program (MNAP) inventories lands and maintains a centralized data management system containing current and historical information about at-risk species and habitats. MNAP provides this information to landowners, developers, land trusts, municipalities, and state and federal agencies to guide land management, development, conservation actions, and acquisitions. MNAP also provides outreach and education on terrestrial invasive plants in Maine, including iMapInvasives, a web-based map and database that shows where invasive species are on Maine's landscape.

The Municipal Planning Assistance Program (MPAP) provides technical assistance to organized municipalities and funding and technical assistance to regional planning organizations. MPAP provides grants to municipalities and eligible

DEPARTMENT OF AGRICULTURE, CONSERVATION AND FORESTRY

public entities for projects that improve water quality, increase resiliency/adaptation to erosion and flooding, restore habitat, promote development, and enhance the economy while preserving natural resources. MPAP also provides information and guidance to towns on comprehensive planning and reviews plans for consistency with Maine's Growth Management Law.

The Land Use Planning Commission (LUPC) serves as the planning and zoning authority for the unorganized and deorganized areas of the state, including townships and plantations. These areas cover over half the state, encompassing more than 10.4 million acres, and either have no local government or have chosen not to administer land use controls at the local level. The LUPC land use controls impact many local economies as well as Maine residents and visitors.

The Floodplain Management Program assists communities participating in the National Flood Insurance Program (NFIP) by: providing workshops for local officials and other professional groups that focus on flood maps; interpreting ordinances and administering floodplain management requirements; and providing information about flooding to homeowners, businesses, lenders, realtors, surveyors, engineers, and others.

Land for Maine's Future (LMF) - see Unit 683, Land for Maine's Future Board.

LICENSES:

Maine Geological Survey (mineral activity on State land):

- Exploration Permit
- Claim Recording Certificate
- Land Use Ruling
- Mining Leases on State Land
- Machinery and Explosives for Exploration

LUPC issues:

- Building Permits
- Development Permits
- Certifications to the Department of Environmental Protection
- Subdivision Permits
- Shoreland and wetland alteration permits
- Responses to Notifications for boat launch and timber operations
- Road Construction Permits
- Bridge Construction Permits
- Zoning Petitions
- Utility Line Permits
- Hydropower Project Permits
- Advisory Rulings
- Water Quality Certifications
- Certificates of Compliance and Service Drops

PUBLICATIONS:

Maine Geological Survey:

- Publications: https://digitalmaine.com/mgs_publications/
- Bedrock Geologic Map of Maine
- Surficial Geologic Map of Maine
- Mineralogy of Maine
- Maine's Fossil Record
- A Guide to the Geology of Baxter State Park and Katahdin
- The Geology of Mount Desert Island

Maine Natural Areas Program:

- Natural Landscapes of Maine
- Maine Invasive Plants Field Guide

Land Use Planning Commission:

- Annual Reports on:
 - LUPC Funding to the ACF and Taxation Committees
 - LUPC Performance to the ACF Committee
 - LUPC Rulemaking to the ACF Committee
 - LUPC Water Quality Certifications to the ENR Committee

Informational Brochures:

- About Your LUPC Permit Brochure
- Accessory Structure Brochure
- Buying and Selling Property Brochure

Numerous additional informational resources available at:

DEPARTMENT OF AGRICULTURE, CONSERVATION AND FORESTRY

<https://www.maine.gov/dacf/lupc/reports/index.shtml>

Floodplain Management Program:
Maine Floodplain Management Handbook

Municipal Planning Assistance Program:
Every 4 years:
Program Evaluation
Every 5 years:
Service Center Analysis
Planning Guides
Model Ordinances and Regulations
Technical Assistance Bulletins
Reports to the Legislature and Governor

Multiple publications available at:
<https://www.maine.gov/dacf/municipalplanning/publications.shtml>

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| BUREAU OF RESOURCE INFORMATION AND LAND USE PLANNING | TOTAL | | SPECIAL | HIGHWAY | FEDERAL | MISC |
|---|------------------|------------------|------------------|---------|------------------|----------------|
| | FOR | ALL | | | | |
| EXPENDITURES | FUNDS | GENERAL | REVENUE | FUND | FUNDS | FUNDS |
| SALARIES & WAGES | 2,865,498 | 2,229,324 | 299,168 | | 337,006 | |
| HEALTH BENEFITS | 711,351 | 540,098 | 85,223 | | 86,030 | |
| RETIREMENTS | 627,333 | 487,007 | 66,857 | | 73,469 | |
| OTHER FRINGE BENEFITS | 72,999 | 57,635 | 7,523 | | 7,841 | |
| COMPUTER SERVICES | 90,157 | 44,518 | 35,473 | | 10,166 | |
| CONTRACTUAL SERVICES | 425,282 | 157,218 | 67,465 | | 200,599 | |
| RENTS | 75,961 | 54,110 | 6,936 | | 14,915 | |
| COMMODITIES | 28,022 | 25,491 | 769 | | 1,762 | |
| GRANTS, SUBSIDIES, PENSIONS | 477,099 | 149,674 | 100,000 | | 227,425 | |
| PURCHASE OF LAND | 3,054,341 | | 2,621,123 | | | 433,218 |
| EQUIPMENT | 80,287 | | | | 46,309 | 33,978 |
| TRANSFER TO OTHER FUNDS | 148,106 | 29 | 64,799 | | 83,278 | |
| TOTAL EXPENDITURES | 8,656,436 | 3,745,104 | 3,355,336 | | 1,088,800 | 467,196 |

MAINE MILK COMMISSION
JULIE-MARIE BICKFORD, EXECUTIVE DIRECTOR

Central Office: DEERING BLDG, 90 BLOSSOM LANE, AUGUSTA, ME 04333-0028
Mail Address: 28 STATE HOUSE STATION, AUGUSTA, ME 04333-0028 FAX: (207) 287-7548
Established: 1935 Telephone: (207) 287-7521
Reference: Policy Area: 04 Umbrella: 01 Unit: 015 Citation: T0007 M.R.S.A., Sect.: 000002952

PURPOSE:

The Maine Milk Commission, in consideration of public health and welfare as it relates to an adequate supply of fresh, healthy milk, has economic influence over the purchasing, distribution, and sale of milk within the state. It has the power to conduct hearings and subpoena and examine dealers under oath, along with their records, books, and accounts, and any other person from whom information may be desired. It may act as a mediator or arbitrator to settle any controversy or issue among producers, dealers, and consumers, any of whom may petition the Commission to change prices or conditions in any market area.

ORGANIZATION:

The Commission is comprised of four consumer members and the Commissioner of Agriculture, Conservation and Forestry or designee, ex officio. The Commission holds regular meetings each calendar month, and special meetings may be called by the chairperson whenever requested by two or more members. The Commission is financed by a fee assessment on milk produced and sold by industry members.

DEPARTMENT OF AGRICULTURE, CONSERVATION AND FORESTRY

PROGRAM:

The Commission establishes a uniform system of accounts for reporting and allocating costs of processing, packaging, and distributing milk within Maine. The Cost of Production, Dealer Margin, and Retail Margin studies provide information used by Commission members in their monthly deliberations for setting minimum prices. The findings presented in the Cost of Production study are also used for setting target prices in the Maine Dairy Stabilization Program.

The Commission sets minimum wholesale and retail prices based on the lowest achievable cost at which milk purchased from Maine producers can be received, processed, packaged, and distributed within the state at a reasonable return.

The Executive Director also administers the Maine Milk Pool, which balances prices paid to producers whether they ship milk to processors outside the state or in Maine. The Executive Director also administers the Maine Dairy Stabilization "Tier" Program, which pays dairy farmers the difference between a legislatively determined cost of production and their actual price received when that price drops below the cost of production levels.

LICENSES:

Maine Milk Dealers and Subdealers

PUBLICATIONS:

Laws Relating to the Maine Milk Commission
Rules and Order to Effectuate Maine Milk Commission Law
Maine Minimum Prices (monthly)
Maine Minimum Prices - Effective Dates
Maine Milk Commission Meeting schedule
Maine's Cost of Producing Milk Report
Maine's Dealer Margin (Cost of Processing) Report
Maine's Retail Margin Report

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

**BUREAU OF PARKS AND LANDS
ANDY CUTKO, BUREAU DIRECTOR**

Central Office: HARLOW BLDG., 18 ELKINS LANE, AUGUSTA, ME 04330
Mail Address: 22 STATE HOUSE STATION, AUGUSTA, ME 04333-0022 *FAX:* (207) 287-6170
Established: 2013 *Telephone:* (207) 287-4960
Reference: Policy Area: 04 *Umbrella:* 01 *Unit:* 670 *Citation:* T00012 *M.R.S.A., Sect.:* S000001802
Average Counts-All Positions: 208.618 *Legislative Count:* 114.00

PURPOSE:

The Bureau of Parks and Lands (BPL) manages land, constructs and maintains outdoor recreation facilities, distributes information, implements management plans, administers grants, and coordinates with other state and federal agencies with related programs. The Bureau manages more than 720,000 acres of land, including over 85,000 acres in 35 State Parks, the Allagash Wilderness Waterway, and 13 State Historic sites, and more than 635,000 acres of Public Lands. The State also holds more than 1 million acres of easements. In addition, the Bureau has jurisdiction over 2.3 million acres of submerged lands, 1,333 coastal islands, and 341 miles of former rail beds converted to multi-use trails. The Bureau also administers programs related to boating access, navigational hazard marking, snowmobile and ATV trails, the Federal Land and Water Conservation Fund (LWCF), the Recreational Trail Program (RTP), and the Maine Conservation Corps (MCC).

ORGANIZATION:

A Director heads the Bureau. There are six regional offices -- three supervising the State Park system and three supervising the Public Reserved Lands system.

DEPARTMENT OF AGRICULTURE, CONSERVATION AND FORESTRY

PROGRAM:

Over 700,000 acres are managed by the Bureau of Parks and Lands, encompassing State Parks, Historic Sites, the Allagash Wilderness Waterway, and Public Lands, which provide recreational and educational opportunities to Maine citizens and visitors.

The Public Lands program manages more than 630,000 acres for wildlife, forest products, and recreation. This acreage includes more than 100,000 acres of Ecological Reserves. Revenues from forestry timber sales on Public Lands help to pay for trails, campsites, roads, and other infrastructure and wildlife management projects. BPL maintains its third-party forest certification through the Sustainable Forestry Initiative and the Forest Stewardship Council.

In recent years Maine's 48 State Parks and Historic Sites have supported more than 3 million visitors annually. The Bureau is currently investing \$50 million of Maine Jobs and Recovery Plan funds into State Park infrastructure, including roads, bathrooms, water systems, ADA-accessible trails, and administrative facilities.

The Planning and Acquisition Program supports the management of Maine's state parks and lands, oversees the acquisition of new lands, and monitors conservation easements held by BPL. It manages a variety of leases on public lands, including residential camp lots, sporting camps, telecommunications, utility rights-of-way, and agricultural uses. The Grants and Community Recreation Program administers federal and state grant programs, including the Land and Water Conservation Fund and the Recreational Trails Program. It also serves as a liaison with the Maine Recreation & Park Association, the National Recreation & Park Association, and regional parks and recreation organizations. The Maine Conservation Corps (MCC), an AmeriCorps State grantee, engages members who undertake conservation initiatives while completing job readiness training and achieving personal development goals. Outputs include the construction or maintenance of recreational trails, water quality monitoring, aquatic and terrestrial habitat restoration, invasive monitoring and removal, GIS projects, interpretive programming, environmental education, and volunteer management.

The Boating Facilities Program provides access to lakes, ponds, rivers, and the coast at almost 400 locations. The program provides grants for public recreational boat access and the replacement of boarding floats, and it also oversees the placement of navigational aids on inland waterways. The program also produces boat launch and navigational aids information. The Submerged Lands Program oversees residential and commercial leases on Maine's freshwater and tidal submerged lands and oversees multiple grant programs.

The Off-Road Recreational Vehicle program grades, mows, and maintains converted railroad trails for recreational use. The Snowmobile Program establishes new trails and manages 14,000 miles of interconnected trails statewide. The Program serves as a liaison to snowmobile clubs, municipalities, and private landowners, provides trail map information, and provides grants to clubs and municipalities. The ATV Program helps establish trail systems and produces maps, works to help solve landowner/user conflicts, and helps organize clubs. The program also provides grants to clubs and municipalities, provides trail signs and sign guidelines, and can provide club and landowner insurance.

LICENSES:

Permits:

Allagash Wilderness Waterway Timber Harvesting Permits
Agricultural
Timber Stumpage
Gravel
Bear Baiting

Leases:

Submerged Lands
Public Lands
Right of Way
IFW wardens camps
Non-profit, educational, and recreation organizations
Utility
Other Uses

DEPARTMENT OF AGRICULTURE, CONSERVATION AND FORESTRY

PUBLICATIONS:

Outdoors in Maine; The Allagash Wilderness Waterway; Maine Public Facilities for Boats Program; Maine Uniform State Waterway Marking System; Statewide Snowmobile Trail Map and ATV Trail Map; Motorized Trail Best Management Practices Guide; Land and Water Conservation Fund Application Booklet; Recreation and Open Space Planning Workbook; Your Islands on the Coast Brochure; and Maine State Comprehensive Outdoor Recreation Plan.

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| BUREAU OF PARKS AND LANDS | TOTAL FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|-----------------------------|------------------------------|------------------|-----------------------------|-----------------|-------------------|---------------|
| EXPENDITURES | | | | | | |
| SALARIES & WAGES | 9,928,574 | 5,698,170 | 4,113,535 | | | 116,869 |
| HEALTH BENEFITS | 2,226,223 | 1,198,788 | 998,590 | | | 28,845 |
| RETIREMENTS | 2,203,892 | 1,256,830 | 920,602 | | | 26,460 |
| OTHER FRINGE BENEFITS | 208,784 | 112,284 | 93,480 | | | 3,020 |
| COMPUTER SERVICES | 69,341 | 7,873 | 44,445 | | | 17,023 |
| CONTRACTUAL SERVICES | 15,252,684 | 489,393 | 13,012,181 | | 1,751,110 | |
| RENTS | 1,366,402 | 394,398 | 954,348 | | | 17,656 |
| COMMODITIES | 1,279,871 | 256,255 | 953,457 | | | 70,159 |
| GRANTS, SUBSIDIES, PENSIONS | 10,002,502 | | 8,054,925 | | 1,947,577 | |
| PURCHASE OF LAND | 10,700,595 | | 287,028 | | 10,413,567 | |
| BUILDING IMPROVEMENTS | 1,003,830 | | 1,000,317 | | | 3,513 |
| EQUIPMENT | 4,125,287 | | 2,889,262 | | 1,236,025 | |
| TRANSFER TO OTHER FUNDS | 1,041,520 | 839 | 1,008,411 | | | 32,270 |
| TOTAL EXPENDITURES | 59,409,505 | 9,414,830 | 34,330,581 | | 15,664,094 | |

**BOARD OF PESTICIDES CONTROL
JOHN PIETROSKI, ACTING DIRECTOR**

Central Office: DEERING BLDG, 90 BLOSSOM LANE, AUGUSTA, ME 04333-0028
 Mail Address: 28 STATE HOUSE STATION, AUGUSTA, ME 04333-0028 FAX: (207) 287-7548
 Established: 1965 Telephone: (207) 287-2731
 Reference: Policy Area: 04 Umbrella: 01 Unit: 026 Citation: T0022 M.R.S.A., Sect.: 000001471B

PURPOSE:

The Board of Pesticides Control is Maine's lead agency for pesticide oversight. The primary responsibilities of the Board are to: register all pesticide products sold and used in Maine; examine and license persons involved in the commercial and agricultural application of pesticides, as well as pesticide distributors; promulgate appropriate regulations regarding pesticide distribution and use; investigate complaints arising from the use of pesticides; ensure compliance with state and federal pesticide laws; cooperate with other agencies in environmental monitoring and protection; and promote the principles and the implementation of integrated pest management and other science-based technology to minimize pesticides overuse.

ORGANIZATION:

The Board of Pesticides Control is comprised of seven members appointed by the Governor for four-year terms: one person with practical experience and knowledge regarding the agricultural use of chemicals; one person who has practical experience and knowledge regarding the use of chemicals in forest management; one person from the medical community; a scientist from the University of Maine System having practical experience and expertise in integrated pest management; one commercial applicator; and two persons appointed to represent the public from different geographic areas of the state.

PROGRAM:

Product Registration: All pesticides distributed in the state must be registered with the Board. Labels are reviewed for each product, and health and environmental study data is reviewed as needed. Registration fees fund Board operating costs, the State Horticulture Program, Integrated Pest Management Program, State Apiarist, and University of Maine Cooperative Extension programs.

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Certification and Licensing: The Board administers a certification and licensing program to ensure that those using or distributing pesticides are competent and properly trained. The Program provides training materials and information, administers exams, and works closely with Cooperative Extension to provide continuing education.

Compliance: The Board, through its inspectors, monitors the sale and application of pesticides, investigates complaints of misuse, and enforces pesticide laws.

Public Health and Resource Impacts: These programs are designed to protect citizens' health and safety and the state's natural and agricultural resources, by ensuring that pesticides are used in accordance with federal and state regulations. The Board administers the federal Workers Protection Standards, monitors ground and surface water, and administers an obsolete pesticide collection program.

Outreach and Education: The Board provides information to the public through websites, publications, and trainings on the benefits and risks of proper pesticide use.

LICENSES:

- Agricultural Basic Applicators
- Commercial Pesticide Applicators
- Restricted Use Pesticide Dealers
- General Use Pesticide Dealers
- Private Pesticide Applicators
- Spray Contracting Firms

CERTIFICATES:

- Bt Corn Certification
- Pesticide Handler
- Agricultural Worker

PERMITS:

- Limited Use Pesticide
- Variance from Drift Standards
- Variance from Surface Water Setback
- Variance to Use Neonicotinoids on Residential Ornamental Plants

PUBLICATIONS:

Numerous publications on all matters relating to pesticides can be found on the Board's website at www.thinkfirstspraylast.org.

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

PULL EVENTS COMMISSION MILES GREENLEAF, CLERK OF THE BOARD

Central Office: DEERING BLDG, 90 BLOSSOM LANE, AUGUSTA, ME 04333-0028
Mail Address: 28 STATE HOUSE STATION, AUGUSTA, ME 04333-0028 *FAX:* (207) 287-7548
Established: 1988 *Telephone:* (207) 287-7535
Reference: Policy Area: 04 Umbrella: 01 Unit: 303 Citation: T0007 M.R.S.A., Sect.: 000000098

PURPOSE:

The Pull Events Commission develops rules for certifying ox and horse pull event superintendents. It coordinates, develops, and conducts pulling superintendent training seminars and takes action in the event of a violation of pull laws and rules.

ORGANIZATION:

The ten-member Pull Events Commission is composed of: two members appointed by a statewide association representing owners of draft horses and oxen who participate in pulling events; one member appointed by a statewide association representing owners of oxen who participate in pulling events; one member

DEPARTMENT OF AGRICULTURE, CONSERVATION AND FORESTRY

appointed by a statewide farmers association representing owners of draft horses who participate in pulling events; one member appointed by a statewide farmers association representing owners of draft oxen who participate in pulling events; one fair superintendent appointed by the Commissioner of Agriculture, Conservation and Forestry; one member appointed by a state association of agricultural fairs; one representative appointed by state humane organizations; one member appointed by the Commissioner of Agriculture, Conservation and Forestry representing the general public; and one member appointed by the Animal Welfare Advisory Council.

PROGRAM:

The Commission determines the qualifications for certification of pull superintendents, conducts superintendent training seminars, and conducts hearings for violations of the Commission's rules or state statutes.

LICENSES:

Pull Superintendent License
Pull Event License

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

(OFFICE OF) SEALER OF WEIGHTS AND MEASURES CELESTE J. POULIN, DEPUTY STATE SEALER

Central Office: DEERING BLDG, 90 BLOSSOM LANE, AUGUSTA, ME 04333-0028
Mail Address: 28 STATE HOUSE STATION, AUGUSTA, ME 04333-0028 *FAX:* (207) 287-5576
Established: 1939 *Telephone:* (207) 287-3841
Reference: Policy Area: 04 Umbrella: 01 Unit: 005 Citation: T0010 M.R.S.A., Sect.: 000002401

PURPOSE:

The Weights and Measures Program maintains standards that form the basis for payment in commercial transactions within the State of Maine. Program staff test and evaluate weighing and measuring devices, investigate fraud cases, and provide training, supervision, and calibration services to municipalities with local Weights and Measures Sealers. The Program staff also provides traceability of the state's standards to national standards and ensures that this traceability is transferred to businesses and industries within the State of Maine.

ORGANIZATION:

The Commissioner of Agriculture, Conservation and Forestry is, by statute, the State Sealer of Weights and Measures. The Director of the Division of Quality Assurance and Regulation serves as Deputy State Sealer.

PROGRAM:

The Weights and Measures Program is responsible for all standards of weights and measures with continual certification by the National Institute of Standards and Technology. This involves inspecting and calibrating all commercial large-capacity scales, liquid flow meters, LP gas meters, small-capacity scales, gas pump meters, linear measuring devices, and spot-checking packages for correct labeling, net contents, weight, and measure. It is responsible for uniform standards for the measurement of wood and enforcement of the Wood Measurement Law and regulations. Other impact areas include parking meters, fuel meter and scale technician licensing, weighmasters, and gasoline testing for quality.

National Institute of Standards and Technology standards of weights and measures are maintained in the state through Maine's Metrology Lab in Augusta.

LICENSES:

Weighmaster
Weighing Device Dealers and Repair Persons
Metering Device Dealers and Repair Persons

DEPARTMENT OF AGRICULTURE, CONSERVATION AND FORESTRY

Wood Scaler
Apprentice Wood Scaler
Registration of Motor Fuel Dispensers

PUBLICATIONS:

Laws Pertaining to Maine Weights and Measures
Established Fees for Testing Weighing and Measuring Devices
Wood Measurement Rules

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

DEPARTMENT OF THE ATTORNEY GENERAL

DEPARTMENT OF THE ATTORNEY GENERAL

AARON M. FREY, ATTORNEY GENERAL

Central Office: BURTON CROSS BUILDING 6 FLOOR, AUGUSTA, ME 04330

Mail Address: 6 STATE HOUSE STATION, AUGUSTA, ME 04333-0006 FAX: (207) 287-3145

Established: 1820 Telephone: (207) 626-8800

Reference: Policy Area: 06 Umbrella: 26 Unit: 239 Citation: T0005 M.R.S.A., Sect.: 000000191

Average Counts-All Positions: 335.500 Legislative Count: 335.50

Units:

DISTRICT ATTORNEYS

VICTIMS' COMPENSATION BOARD

OFFICE OF CHIEF MEDICAL EXAMINER FOR THE STATE

PURPOSE:

The Attorney General is the chief legal officer for the State. All litigation involving the State must be prosecuted or defended under the direction of the Attorney General unless the Attorney General otherwise approves in writing. The Office (a) appears in all civil actions and proceedings in which the State is a party; (b) directs the investigation and prosecution of homicides and other major crimes, including major drug cases and frauds against the State; (c) renders legal services to state officers, boards and commissions in matters relating to their official duties; (d) issues written opinions upon questions of law submitted pursuant to statute; (e) administers and enforces the State's unfair trade practices and antitrust laws; (f) enforces proper application of endowments to public trusts and charities; and (g) consults with and advises the District Attorneys.

The Office of the Attorney General houses the Public Ombudsman, who assists in compliance with Maine's Freedom of Access Act (FOAA), and many of the Office's divisions support state agencies in responding to FOAA requests and defending against any subsequent litigation.

The Attorney General also serves as an ex-officio member on many state authorities and commissions.

ORGANIZATION:

The Office of the Attorney General is organized by 5 M.R.S.A. Section 191 with the Attorney General as its chief executive. The Office consists of ten operating divisions that carry out various criminal, civil, and investigative responsibilities and the Office of the Chief Medical Examiner, which is reported separately in this publication. The operating divisions are: Natural Resources, Health and Human Services, Child Support, Child Protection, Professional and Financial Regulation, Investigations, Litigation, Consumer Protection, Criminal, and Administrative Services.

PROGRAM:

The Consumer Protection Division handles enforcement actions in consumer fraud and antitrust matters, protects public charities, and operates the Consumer Information & Mediation Service.

The Criminal Division has exclusive responsibility for the prosecution of homicide cases, handles numerous criminal appeals to the Supreme Judicial Court, advises District Attorneys, and prosecutes major drug cases across the State; prosecutes white collar and financial crimes, welfare fraud, Medicaid fraud, computer crimes, tax crimes, and securities violations; and brings enforcement actions under the Maine Civil Rights Act. The Criminal Division represents the Department of Public Safety, Maine State Police, and Office of Chief Medical Examiner.

The Investigation Division investigates fraud against the State and the use of deadly force by police officers and provides investigative services for other divisions of the Office.

Three divisions represent offices within the Department of Health and Human Services (DHHS). The Child Protection Division represents the Office of Child and Family Services in all child protection litigation throughout the State. The Child Support Division represents the State in child support enforcement matters. The Health and Human Services Division represents all other offices within DHHS.

DEPARTMENT OF THE ATTORNEY GENERAL

in complex litigation in state and federal courts, contract and rule review, administrative hearings and in providing routine legal advice. The Division provides legal advice regarding a variety of topics including MaineCare, adult protection, guardianship, mental health, physical health, rules, contracts, licensing, and public benefit programs. The Division also represents DHHS in enforcement actions designed to protect public health and safety.

The Professional and Financial Regulation Division represents the Department of Professional & Financial Regulation, including the Bureaus of Insurance, Financial Institutions, and Consumer Credit Protection and numerous professional and occupational licensing boards. It also represents Emergency Medical Services, Property Tax Review Board, Alcoholic Beverages and Lottery Operations, Criminal Justice Academy, Maine Port Authority, Harness Racing Commission, Gambling Control Board, Commission on Indigent Legal Services, Defense, Veterans & Emergency Management, MainePERS, and Combat Sports Authority.

The Natural Resources Division provides comprehensive legal services to the State's environmental and natural resource agencies. The Division represents these agencies in both affirmative and defensive litigation, including judicial enforcement actions and appeals of agency actions. It also provides legal advice to client agencies on a wide variety of issues including administrative decision-making, rulemaking, constitutional law, property law, contract law and enforcement of judgments, among others.

The Litigation Division handles tort claims against the State, tax litigation, and other complex litigation in state and federal courts. This Division also represents the Departments of Labor, Education, Corrections, Administrative and Financial Services, the Commission on Governmental Ethics and Election Practices, and the Secretary of State.

The Administrative Services Division provides staff support in the areas of human resources, budget, financial management and information technology and supervises the Civil Rights Team Project and Victims Compensation program.

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| DEPARTMENT SUMMARY | TOTAL FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|-----------------------------|------------------------------|-------------------|-----------------------------|-----------------|------------------|---------------|
| EXPENDITURES | | | | | | |
| SALARIES & WAGES | 27,646,279 | 15,088,508 | 11,516,486 | | 1,041,285 | |
| HEALTH BENEFITS | 5,467,361 | 2,855,852 | 2,359,764 | | 251,745 | |
| RETIREMENTS | 6,573,975 | 3,538,287 | 2,745,612 | | 290,076 | |
| OTHER FRINGE BENEFITS | 704,170 | 384,980 | 292,167 | | 27,023 | |
| COMPUTER SERVICES | 368,802 | 271,289 | 89,297 | | 8,216 | |
| CONTRACTUAL SERVICES | 3,771,497 | 1,446,732 | 1,467,784 | | 856,981 | |
| RENTS | 361,321 | 60,507 | 220,555 | | 80,259 | |
| COMMODITIES | 167,054 | 102,566 | 51,930 | | 12,558 | |
| GRANTS, SUBSIDIES, PENSIONS | 65,812 | | 12,513 | | 53,299 | |
| TRANSFER TO OTHER FUNDS | 386,552 | 382 | 347,198 | | 38,972 | |
| TOTAL EXPENDITURES | 45,512,823 | 23,749,103 | 19,103,306 | | 2,660,414 | |

| DEPARTMENT OF THE ATTORNEY GENERAL | TOTAL FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|---------------------------------------|------------------------------|-------------------|-----------------------------|-----------------|------------------|---------------|
| EXPENDITURES | | | | | | |
| SALARIES & WAGES | 26,262,574 | 13,919,230 | 11,347,055 | | 996,289 | |
| HEALTH BENEFITS | 5,224,093 | 2,667,163 | 2,317,401 | | 239,529 | |
| RETIREMENTS | 6,255,308 | 3,266,893 | 2,708,346 | | 280,069 | |
| OTHER FRINGE BENEFITS | 668,018 | 354,037 | 288,095 | | 25,886 | |
| COMPUTER SERVICES | 337,844 | 266,843 | 62,805 | | 8,196 | |
| CONTRACTUAL SERVICES | 1,593,515 | 579,690 | 937,751 | | 76,074 | |
| RENTS | 345,928 | 45,114 | 220,555 | | 80,259 | |
| COMMODITIES | 118,196 | 64,616 | 48,926 | | 4,654 | |
| GRANTS, SUBSIDIES, PENSIONS | 65,812 | | 12,513 | | 53,299 | |
| TRANSFER TO OTHER FUNDS | 368,641 | 291 | 335,285 | | 33,065 | |
| TOTAL EXPENDITURES | 41,239,929 | 21,163,877 | 18,278,732 | | 1,797,320 | |

DEPARTMENT OF THE ATTORNEY GENERAL

DISTRICT ATTORNEYS

AARON M. FREY, ATTORNEY GENERAL

Central Office: BURTON CROSS BUILDING 6 FLOOR, AUGUSTA, ME 04330-0000
Mail Address: 6 STATE HOUSE STATION, AUGUSTA, ME 04333-0006 *FAX:* (207) 287-3145
Established: 1974 *Telephone:* (207) 626-8800
Reference: *Policy Area:* 06 *Umbrella:* 26 *Unit:* 239D *Citation:* T0005 *M.R.S.A., Sect.:* 000000199

PURPOSE:

The District Attorney is an elected official charged with addressing violations of criminal law and promoting public safety. District Attorneys work closely with their state, county, and local law enforcement agencies to meet these goals. As ministers of justice they consider the rights, needs, and interests of all members of their community including victims and individuals who are charged with criminal conduct.

ORGANIZATION:

The State is divided into eight prosecutorial Districts each headed by a District Attorney.

Dist. 1 York - Kathryn Slattery, District Attorney;
Dist. 2 Cumberland - Jacqueline Sartoris, District Attorney;
Dist. 3 Oxford, Franklin, Androscoggin - Neil Mclean, District Attorney;
Dist. 4 Kennebec, Somerset - Maeghan Maloney, District Attorney;
Dist. 5 Penobscot, Piscataquis - R. Christopher Almy, District Attorney;
Dist. 6 Sagadahoc, Knox, Lincoln, Waldo - Natasha Irving, District Attorney;
Dist. 7 Hancock, Washington - Robert Granger, District Attorney;
Dist. 8 Aroostook - Todd Collins, District Attorney.

PROGRAM:

The District Attorneys prosecute the majority of all criminal offenses other than homicides and those under the sole jurisdiction of the Attorney General. Beyond the traditional responsibilities, the District Attorneys participate in treatment courts and administer diversion programs, restitution collection and disbursement, the return of fugitive defendants from other states; and they engage in many community activities, including education programs, child advocacy centers, and working with victim support and advocacy groups.

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

OFFICE OF CHIEF MEDICAL EXAMINER FOR THE STATE

MARK FLOMENBAUM, CHIEF MEDICAL EXAMINER

Central Office: 30 HOSPITAL STREET, AUGUSTA, ME 04330
Mail Address: 37 STATE HOUSE STATION, AUGUSTA, ME 04333-0037 *FAX:* (207) 624-7178
Established: 1967 *Telephone:* (207) 624-7180
Reference: *Policy Area:* 06 *Umbrella:* 26 *Unit:* 242 *Citation:* T0022 *M.R.S.A., Sect.:* 000003022
Average Counts-All Positions: 13.000 *Legislative Count:* 13.00

PURPOSE:

The Office of Chief Medical Examiner (OCME) is responsible for the impartial investigation and determination of the cause and manner of deaths in all instances that are not known to be entirely of natural causes and cannot be certified by private or hospital physicians. Medical examiner cases include (but are not limited to) deaths: due to trauma or poisoning, when unexpected in children, while in state custody, under suspicious or unusual circumstances, or whenever there is a potential threat to the public at large. The purpose of the OCME investigations is to protect the residents of Maine from recurrence of or mitigation from these types of deaths.

DEPARTMENT OF THE ATTORNEY GENERAL

ORGANIZATION:

The Office of Chief Medical Examiner is headed by the Chief Medical Examiner, who is appointed by the Governor for a term of seven years. The Chief Medical Examiner appoints dozens of doctors across the State (field Medical Examiners) to assist in determining the cause and manner of death on a fee basis. The OCME has 13 full time employees, consisting of one Chief Medical Examiner, one Deputy Chief Medical Examiner, one Office Administrator, 2 Medicolegal Death Investigators, one Director of Lab and Mortuary Operations, 2 Medical Examiner Assistants, one OCME Planning and Research Associate-II, 3 OCME Planning and Research Associate-I positions, and a federally funded Records Analyst. Forensic specialty consultants are also available when needed.

PROGRAM:

Investigations include extensive interactions with law enforcement officers, scene visits, review of medical records, and telephone interviews with family and physicians, as well as external examination of bodies, autopsy, toxicologic and other laboratory tests.

The OCME monitors trends in cases to identify public health related concerns and reports contagious and infectious disease. Additionally, the OCME continuously conducts surveillance for drugs, elder and minor abuse and neglect, and other public health matters related to violent deaths and suicides. The OCME collaborates with and participates in many teaching and training activities for personnel in law enforcement, health care, and institutions of higher education.

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| OFFICE OF CHIEF MEDICAL EXAMINER FOR THE STATE | TOTAL FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|--|---------------------|------------------|-----------------------|--------------|----------------|------------|
| EXPENDITURES | | | | | | |
| SALARIES & WAGES | 1,214,274 | 1,169,278 | | | 44,996 | |
| HEALTH BENEFITS | 200,905 | 188,690 | | | 12,215 | |
| RETIREMENTS | 281,401 | 271,394 | | | 10,007 | |
| OTHER FRINGE BENEFITS | 32,081 | 30,944 | | | 1,137 | |
| COMPUTER SERVICES | 29,833 | 4,446 | 25,367 | | 20 | |
| CONTRACTUAL SERVICES | 1,243,436 | 867,042 | 14,719 | | 361,675 | |
| RENTS | 15,392 | 15,392 | | | | |
| COMMODITIES | 46,193 | 37,950 | 340 | | 7,903 | |
| TRANSFER TO OTHER FUNDS | 1,099 | 91 | 1,008 | | | |
| TOTAL EXPENDITURES | 3,064,614 | 2,585,227 | 41,434 | | 437,953 | |

**VICTIMS' COMPENSATION BOARD
KELLY MCGILLS, DIRECTOR**

Central Office: 109 SEWALL STREET, AUGUSTA, ME 04330-0000
 Mail Address: 6 STATE HOUSE STATION, AUGUSTA, ME 04333-0006 FAX: (207) 287-3145
 Established: 1992 Telephone: (207) 626-8589
 Reference: Policy Area: 06 Umbrella: 26 Unit: 550 Citation: T0005 M.R.S.A., Sect.: 000003360A
 Average Counts-All Positions: 3.00 Legislative Count: 3.00

PURPOSE:

To assist victims of violent crime with medical and medically-related expenses.

ORGANIZATION:

The Victims' Compensation Board consists of three members appointed by the Attorney General: a physician licensed to practice in Maine, an attorney licensed to practice in Maine, and an individual experienced in working with victims of crime.

PROGRAM:

The Board reviews claims and determines compensation, up to \$15,000, of documented losses incurred by victims of violent crime. In Fiscal Year 2023, the Board received 189 new compensation cases. Additionally, Maine hospitals filed

DEPARTMENT OF THE ATTORNEY GENERAL

223 claims for reimbursement for forensic examinations for victims of sexual assault. Payments for forensic examinations were \$153,450.07. Payments of direct victim-related claims were \$524,056.34. Total payments were \$677,506.41. The Board provided assistance to 412 individuals and families during the period. Funding comes from assessments on convicted Maine criminals and federal matching funds.

PUBLICATIONS:

An informational pamphlet - free

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| VICTIMS' COMPENSATION BOARD | TOTAL FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|-----------------------------|------------------------------|-----------------|-----------------------------|-----------------|------------------|---------------|
| EXPENDITURES | | | | | | |
| SALARIES & WAGES | 169,432 | | 169,432 | | | |
| HEALTH BENEFITS | 42,363 | | 42,363 | | | |
| RETIREMENTS | 37,266 | | 37,266 | | | |
| OTHER FRINGE BENEFITS | 4,072 | | 4,072 | | | |
| COMPUTER SERVICES | 1,125 | | 1,125 | | | |
| CONTRACTUAL SERVICES | 934,546 | | 515,314 | | 419,232 | |
| COMMODITIES | 2,664 | | 2,664 | | | |
| TRANSFER TO OTHER FUNDS | 16,812 | | 10,905 | | 5,907 | |
| TOTAL EXPENDITURES | 1,208,280 | | 783,141 | | 425,139 | |

OFFICE OF THE STATE AUDITOR

OFFICE OF THE STATE AUDITOR

MATTHEW DUNLAP, CIA, STATE AUDITOR

B. MELISSA PERKINS, CPA, DEPUTY STATE AUDITOR

Central Office: 19 UNION STREET, SUITE 223-A, AUGUSTA, ME 04330

Mail Address: 66 STATE HOUSE STATION, AUGUSTA, ME 04333-0066 *FAX:* (207) 624-6273

Established: 1883 *Telephone:* (207) 624-6250

Reference: Policy Area: 00 *Umbrella:* 27 *Unit:* 244 *Citation:* T0005 *M.R.S.A., Sect.:* 000000243

Average Counts-All Positions: 37.000 *Legislative Count:* 37.00

Units:

AUDIT BUREAU

UNORGANIZED TERRITORY

PURPOSE:

The Office of the State Auditor (OSA) has the authority to audit all accounts and other financial records of State government and its departments or agencies, with the exception of the Governor's Expense Account. OSA has the authority to audit counties, municipalities, and any organization, institution or other entity receiving or requesting an appropriation or grant from state government. The Office conducts financial and compliance audits of all state agencies subject to the Single Audit Act Amendments of 1996, 31 United States Code, Section 7501-7507 (1998) and in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States.

OSA is authorized to review departmental budgets and capital programs for effective and efficient management of state government, to serve as a staff agency to the Legislature and the Governor in making investigations of the State's finances. OSA prepares the annual financial statements of the Unorganized Territory Education and Services Fund and coordinates the related external audit, and prepares the annual Municipal Cost Components legislation for submission to the Legislature.

OSA also operates a fraud hotline for receipt of complaints from persons alleging fraud, waste, inefficiency, or abuse in state government. The complaints are either investigated further or referred to other state agencies for investigation. The State Auditor prepares and publishes quarterly and semi-annual fraud reports for distribution to the Governor and Legislature. The State Auditor is required to notify the Governor and Legislature immediately of improper transactions or improper financial administration.

ORGANIZATION:

OSA originated in 1883 with the establishment of a three-member Committee to examine accounts of the State Treasurer. In 1907, the Committee was replaced by a State Auditor who examined all accounts and demands against the State, including all matters requiring payment from the State Treasury. In 1931, the Department of Audit was created under the administrative direction of the State Auditor who is elected by a joint ballot of the Legislature for a term of four years. In 2013, the name of the Department of Audit changed to the Office of the State Auditor. This change is consistent with Public Law Chapter 16 of the 126th Legislature. OSA is headed by the State Auditor who is responsible for the overall executive management of the Office and receives support from staff who perform the duties and responsibilities outlined primarily, but not exclusively, in Title 5 MRSA Chapter 11.

PROGRAM:

The programs of OSA are implemented through its bureaus.

PUBLICATIONS:

The following routine reports produced by OSA can be found at www.maine.gov/audit:

Annual Single Audit Report

Annual Management Letters

Annual Single Audit Summary

Semi-Annual and Quarterly Fraud Reports

Unorganized Territory Municipal Cost Components Report

OFFICE OF THE STATE AUDITOR

Unorganized Territory Education and Services Fund Annual Audited Financial Report
 Reports by Year and by Decade of Past Municipal Deorganizations

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| DEPARTMENT SUMMARY | TOTAL | | | | | |
|-----------------------------|------------------|------------------|-----------------------|--------------|---------------|------------|
| | FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
| EXPENDITURES | | | | | | |
| SALARIES & WAGES | 2,244,084 | 874,216 | 1,369,868 | | | |
| HEALTH BENEFITS | 504,521 | 183,563 | 320,958 | | | |
| RETIREMENTS | 558,024 | 223,250 | 334,774 | | | |
| OTHER FRINGE BENEFITS | 53,051 | 21,149 | 31,902 | | | |
| COMPUTER SERVICES | 154,122 | 43,319 | 110,803 | | | |
| CONTRACTUAL SERVICES | 108,037 | 21,985 | 86,052 | | | |
| RENTS | 369 | | 369 | | | |
| COMMODITIES | 13,337 | 5,326 | 8,011 | | | |
| GRANTS, SUBSIDIES, PENSIONS | 19,897 | | 19,897 | | | |
| TRANSFER TO OTHER FUNDS | 65,135 | 13 | 65,122 | | | |
| TOTAL EXPENDITURES | 3,720,577 | 1,372,821 | 2,347,756 | | | |

AUDIT BUREAU

MATTHEW DUNLAP, CIA, STATE AUDITOR
B. MELISSA PERKINS, CPA, DEPUTY STATE AUDITOR

Central Office: 19 UNION STREET, SUITE 223-A, AUGUSTA, ME 04330
Mail Address: 66 STATE HOUSE STATION, AUGUSTA, ME 04333-0066 *FAX:* (207) 624-6273
Established: 1907 *Telephone:* (207) 624-6250
Reference: Policy Area: 00 *Umbrella:* 27 *Unit:* 244D *Citation:* T0005 *M.R.S.A., Sect.:* 000000243
Average Counts-All Positions: 35.000 *Legislative Count:* 35.00

PURPOSE:

The Audit Bureau (the Bureau) conducts the State's annual Single Audit, comprised of the financial audit and the compliance audit which is subject to the Single Audit Act Amendments of 1996, 31 United States Code, Section 7501 to 7507 (1998). The Single Audit is conducted in accordance with professional auditing standards generally accepted in the United States. The Bureau is also authorized to conduct audits of all accounts and financial records of any organization, institution or other entity receiving or requesting an appropriation or grant from state government and to issue reports on such audits as the Legislature or the State Auditor may require.

The Bureau serves the Governor, the Legislature and its committees by studying systems of internal control for the purpose of safeguarding assets, verifying accounts, and identifying costs savings or additional revenues to the State of Maine.

ORGANIZATION:

The Bureau performs the State of Maine's annual Single Audit administered by the State Auditor. The Bureau's auditors have in-depth knowledge of state government operations and hold professional certifications including Certified Public Accountant (CPA), Certified Information Systems Auditor (CISA), Certified Internal Auditor (CIA), and Certified Fraud Examiner (CFE).

PROGRAM:

The primary objective of the Bureau is to conduct the Single Audit of the State of Maine. The Bureau issues an Independent Auditor's Report on the State's financial statements. This report provides an opinion on whether the financial statements are fairly stated and prepared in accordance with generally accepted accounting principles (GAAP). The Bureau's opinion on the financial statements is an essential element of Maine's Annual Comprehensive Financial Report (ACFR).

OFFICE OF THE STATE AUDITOR

The Bureau also issues an Independent Auditor's Report on Internal Control and an Independent Auditor's Report over Compliance. These reports provide opinions on the effectiveness of internal control and compliance in accordance with Government Auditing Standards (the Yellowbook) and the Uniform Guidance (Federal compliance requirements). The Bureau will audit over 20 Federal programs totaling over 80% of the \$5.6 billion in Federal financial assistance expended by the State in fiscal year 2023. Federal programs are audited to ensure that state and federal funds are expended properly and that these funds are administered in accordance with both state and federal laws and regulations.

PUBLICATIONS:

The following routine reports produced by the Bureau can be found at www.maine.gov/audit:
 Annual Single Audit Report
 Annual Management Letters
 Annual Single Audit Summary
 Semi-Annual and Quarterly Fraud Reports

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| AUDIT BUREAU EXPENDITURES | TOTAL | SPECIAL | | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|----------------------------------|---------------------|------------------|------------------|-----------------|------------------|---------------|
| | FOR ALL FUNDS | GENERAL FUND | REVENUE FUNDS | | | |
| SALARIES & WAGES | 2,151,109 | 874,216 | 1,276,893 | | | |
| HEALTH BENEFITS | 481,846 | 183,563 | 298,283 | | | |
| RETIREMENTS | 532,884 | 223,250 | 309,634 | | | |
| OTHER FRINGE BENEFITS | 50,825 | 21,149 | 29,676 | | | |
| COMPUTER SERVICES | 151,231 | 43,319 | 107,912 | | | |
| CONTRACTUAL SERVICES | 91,668 | 21,985 | 69,683 | | | |
| RENTS | 369 | | 369 | | | |
| COMMODITIES | 13,252 | 5,326 | 7,926 | | | |
| GRANTS, SUBSIDIES, PENSIONS | 44 | | 44 | | | |
| TRANSFER TO OTHER FUNDS | 60,462 | 13 | 60,449 | | | |
| TOTAL EXPENDITURES | 3,533,690 | 1,372,821 | 2,160,869 | | | |

**UNORGANIZED TERRITORY
 NANCY BODINE, FISCAL ADMINISTRATOR
 MATTHEW DUNLAP, CIA, STATE AUDITOR**

Central Office: 19 UNION STREET, SUITE 223-A, AUGUSTA, ME 04330
 Mail Address: 66 STATE HOUSE STATION, AUGUSTA, ME 04333-0066 FAX: (207) 624-6273
 Established: 1985 Telephone: (207) 624-6263
 Reference: Policy Area: 00 Umbrella: 27 Unit: 244U Citation: T0005 M.R.S.A., Sect.: 000000246
 Average Counts-All Positions: 2.000 Legislative Count: 2.00

PURPOSE:

The Fiscal Administrator of the Unorganized Territory provides information and assistance to the Legislature, the Unorganized Territory taxpayers, and state and county offices that request funds for providing services to the Unorganized Territory Tax District.

PROGRAM:

The Fiscal Administrator's primary responsibilities include the review, analysis, and investigation of the budgets and expenditures of all county and state agencies requesting funds from the Unorganized Territory (UT). These activities support the completeness and accuracy of the analysis submitted annually to the Legislature. The Fiscal Administrator prepares and submits the Municipal Cost Components legislation for the UT tax levy for each legislative session and attends and participates in public hearings. The Fiscal Administrator also prepares the annual financial statements of the UT Education and Services Fund and coordinates the related external audit. The Fiscal Administrator serves as the Chair of the State Commission on Municipal Deorganization.

OFFICE OF THE STATE AUDITOR

PUBLICATIONS:

The following routine reports produced by the UT Bureau can be found at www.maine.gov/audit:
 Unorganized Territory Municipal Cost Components Report
 Unorganized Territory Education and Services Fund Annual Audited Financial Report
 Reports by Year and by Decade of Past Municipal Deorganizations

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| UNORGANIZED TERRITORY | TOTAL FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|-----------------------------|------------------------------|-----------------|-----------------------------|-----------------|------------------|---------------|
| EXPENDITURES | | | | | | |
| SALARIES & WAGES | 92,974 | | 92,974 | | | |
| HEALTH BENEFITS | 22,675 | | 22,675 | | | |
| RETIREMENTS | 25,140 | | 25,140 | | | |
| OTHER FRINGE BENEFITS | 2,226 | | 2,226 | | | |
| COMPUTER SERVICES | 2,891 | | 2,891 | | | |
| CONTRACTUAL SERVICES | 16,369 | | 16,369 | | | |
| COMMODITIES | 85 | | 85 | | | |
| GRANTS, SUBSIDIES, PENSIONS | 19,853 | | 19,853 | | | |
| TRANSFER TO OTHER FUNDS | 4,673 | | 4,673 | | | |
| TOTAL EXPENDITURES | 186,886 | | 186,886 | | | |

DEPARTMENT OF CORRECTIONS

DEPARTMENT OF CORRECTIONS
RANDALL LIBERTY, COMMISSIONER
ANTHONY CANTILLO, DEPUTY COMMISSIONER

Central Office: 25 TYSON DRIVE 3RD FLOOR, AUGUSTA, ME 04330
Mail Address: 111 STATE HOUSE STATION, AUGUSTA, ME 04333-0111 *FAX:* (207) 287-4370
Established: 1981 *Telephone:* (207) 287-4360
Reference: Policy Area: 06 *Umbrella:* 03 *Unit:* 201 *Citation:* T0034A *M.R.S.A., Sect.:* 000001202
Average Counts-All Positions: 1234.661 *Legislative Count:* 1233.50

Units:

BOLDUC CORRECTIONAL FACILITY
COUNTY JAIL OPERATIONS
MAINE CORRECTIONAL CENTER
DOWNEAST CORRECTIONAL FACILITY
JUVENILE JUSTICE ADVISORY GROUP
JUVENILE COMMUNITY CORRECTIONS

LONG CREEK YOUTH DEVELOPMENT CENTER
MOUNTAIN VIEW CORRECTIONAL FACILITY
STATE PAROLE BOARD
STATE PRISON
DIVISION OF PROBATION AND PAROLE
OFFICE OF VICTIM SERVICES

PURPOSE:

It is the mission of the Maine Department of Corrections to make safer communities by reducing harm through supportive intervention, empowering change, and restoring lives. This is supported by providing opportunities for correctional rehabilitation in a setting that assures the safety of the public, the staff, and the incarcerated population and through the utilization of objective risk and needs assessment, professional practices, and evidence-based programming in a supportive and restorative community environment.

The Department of Corrections is responsible for the planning, direction, and management of adult and juvenile correctional facilities, community corrections, and other correctional programs within the State. The Department administers the State's correctional facilities; provides for the safety of staff and residents; undertakes appropriate programming for the classification, education, rehabilitation, and maintenance of residents; and assures an effective system for the supervision of clients. The Department is responsible for the direction and administration of the Maine State Prison, the Maine Correctional Center including the Southern Maine Women's Reentry Center, the Long Creek Youth Development Center, Mountain View Correctional Facility, Downeast Correctional Facility, and the Bolduc Correctional Facility. The Department also administers community corrections programs for adult and juvenile probationers.

ORGANIZATION:

The Department of Corrections was created by the Legislature in 1981 to improve the administration of correctional facilities, programs, and services for committed residents. In 2008, the Department reorganized internally to establish a division of juvenile services and a division of adult services. The institutional and community corrections functions are now included in the juvenile or adult divisions.

PROGRAM:

The program activities of the Department are discussed in the individual reports of its program components except for the following:
JAIL INSPECTIONS - the Department has the statutory responsibility to establish, inspect, and enforce standards for county jails, municipal holding facilities, juvenile detention areas, correctional community residential, and electronic monitoring. These standards are based on establishing and emerging professional practices and case law requirements. Additionally, the Department provides technical assistance to all entities in establishing and maintaining compliance programs.

LICENSES:

N/A

PUBLICATIONS:

N/A

DEPARTMENT OF CORRECTIONS

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| DEPARTMENT SUMMARY | TOTAL FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|-----------------------------|---------------------|--------------------|-----------------------|--------------|------------------|------------------|
| SALARIES & WAGES | 73,027,377 | 72,753,201 | 63,338 | | 67,791 | 143,047 |
| HEALTH BENEFITS | 18,732,259 | 18,650,662 | 20,888 | | 21,648 | 39,061 |
| RETIREMENTS | 21,957,285 | 21,878,579 | 19,679 | | 16,013 | 43,014 |
| OTHER FRINGE BENEFITS | 1,697,395 | 1,690,933 | 1,468 | | 1,619 | 3,375 |
| COMPUTER SERVICES | 4,381,828 | 3,804,714 | 33,130 | | 530,183 | 13,801 |
| CONTRACTUAL SERVICES | 46,980,689 | 45,282,421 | 382,169 | | 581,683 | 734,416 |
| RENTS | 2,503,105 | 2,486,721 | 1,737 | | 1,215 | 13,432 |
| COMMODITIES | 12,763,588 | 12,028,988 | 189,658 | | 79,861 | 465,081 |
| GRANTS, SUBSIDIES, PENSIONS | 27,715,232 | 26,947,589 | 264,618 | | 503,025 | |
| BUILDING IMPROVEMENTS | | 1,240,092 | | | | |
| EQUIPMENT | | 1,136,244 | | | | |
| TRANSFER TO OTHER FUNDS | | 46,483 | 11,241 | | 16,281 | 18,907 |
| TOTAL EXPENDITURES | 212,181,577 | 207,900,198 | 987,926 | | 1,819,319 | 1,474,134 |

| DEPARTMENT OF CORRECTIONS | TOTAL FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|-----------------------------|---------------------|-------------------|-----------------------|--------------|------------------|------------------|
| SALARIES & WAGES | 4,078,224 | 3,804,048 | 63,338 | | 67,791 | 143,047 |
| HEALTH BENEFITS | 996,466 | 914,869 | 20,888 | | 21,648 | 39,061 |
| RETIREMENTS | 1,149,619 | 1,070,913 | 19,679 | | 16,013 | 43,014 |
| OTHER FRINGE BENEFITS | 94,000 | 87,538 | 1,468 | | 1,619 | 3,375 |
| COMPUTER SERVICES | 4,112,515 | 3,709,816 | | | 388,898 | 13,801 |
| CONTRACTUAL SERVICES | 39,613,241 | 38,291,411 | 305,100 | | 282,314 | 734,416 |
| RENTS | 236,611 | 221,509 | 1,670 | | | 13,432 |
| COMMODITIES | 5,892,440 | 5,360,899 | 51,574 | | 14,886 | 465,081 |
| GRANTS, SUBSIDIES, PENSIONS | | 503,025 | | | 503,025 | |
| BUILDING IMPROVEMENTS | | 1,240,092 | | | | |
| EQUIPMENT | | 1,136,244 | | | | |
| TRANSFER TO OTHER FUNDS | | 30,023 | 52 | 5,977 | 5,087 | 18,907 |
| TOTAL EXPENDITURES | 59,082,500 | 55,837,391 | 469,694 | | 1,301,281 | 1,474,134 |

BOLDUC CORRECTIONAL FACILITY
RUSSELL WORCESTER, DIRECTOR
RANDALL LIBERTY, COMMISSIONER

Central Office: 516 CUSHING ROAD, WARREN, ME 04864
 Mail Address: 516 CUSHING ROAD, WARREN, ME 04864
 Established: 2013
 Reference: Policy Area: 06 Umbrella: 03 Unit: 678 Citation: T0034A M.R.S.A., Sect.: 0000004201
 Average Counts-All Positions: 54.000
 FAX: (207) 273-5124
 Telephone: (207) 273-5123
 Legislative Count: 54.00

PURPOSE:

It is the mission of the Maine Department of Corrections to make safer communities by reducing harm through supportive intervention, empowering change, and restoring lives. This is supported by providing opportunities for correctional rehabilitation in a setting that assures the safety of the public, the staff, and the incarcerated population and through the utilization of objective risk and needs assessment, professional practices, and evidence-based programming in a supportive and restorative community environment.

Bolduc Correctional Facility (BCF) aims to protect the public by providing a safe, healthy environment where residents are held to a high standard of conduct and are provided with opportunities for personal growth that allow them to return to society as productive citizens.

ORGANIZATION:

The BCF in South Warren can house 221 minimum security residents. In 1978 the official name of the minimum security unit became the Ronald P. Bolduc Unit, in honor of Ronald P. Bolduc, the first Director. The former barracks now serve as

DEPARTMENT OF CORRECTIONS

the BCF . Prior to 1970, a fire destroyed the working farm at BCF which had previously supported the prison with beef, dairy, and produce. Currently BCF is supporting both the prison and its own kitchen with fresh produce and beef from the farm that is currently continuing in full operation.

PROGRAM:

Services include behavioral health and substance use programming that is offered through contracted medical provider Well Path (WP), education programs, and vocational programming. Case management services are provided to all residents. Case management staff develop an Individual Case Plan and monitor compliance. They also act as advocates and serve on their unit's multi-disciplinary unit team. For residents nearing release, the case managers focus on community resources and re-entry programs. They frequently play a role in defusing potentially disruptive situations and provide a more stable environment. The facility's Community Programs Coordinator works with all arenas in the local area to place offenders on work release with local employers and also in volunteer roles for Maine Department of Transportation, Camden Hills State Park, Rockland Transfer Station, Rockland Public Works, Rockland Harbor Master, and the towns of Union and Warren.

Educational programs at the BCF include Adult Basic Education, High School equivalency, and college education. Vocational programs include Welding, Agriculture, and Automotive certifications. Other programs and activities, such as typing, computer science, music, literature, writing, art, horticulture, composting, recycling, Long Distance Dad's, Thinking for a Change, self-reflective challenge programs, and languages provide additional choices. Religious services are provided by ordained clergy who support a varied faith group base. The Stopping Abuse For Everyone (SAFE) program is in place to address the needs surrounding domestic abuse convictions. The facility has a Work Ready Coordinator that aids in the process of rehabilitation to promote interviewing techniques and many other facets of the re-entry process.

Industrial programs offer a variety of paying jobs which include plate shop and a prison showroom. These programs are designed to establish meaningful work programs for residents and to help reduce the financial burden of correctional programming to the general public.

LICENSES:

ACA Accredited

PUBLICATIONS:

N/A

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| BOLDUC CORRECTIONAL FACILITY | TOTAL | | | | | |
|------------------------------|------------------|------------------|-----------------------|--------------|---------------|------------|
| | FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
| EXPENDITURES | | | | | | |
| SALARIES & WAGES | 3,351,218 | 3,351,218 | | | | |
| HEALTH BENEFITS | 878,028 | 878,028 | | | | |
| RETIREMENTS | 994,646 | 994,646 | | | | |
| OTHER FRINGE BENEFITS | 77,960 | 77,960 | | | | |
| COMPUTER SERVICES | 62 | 62 | | | | |
| CONTRACTUAL SERVICES | 395,835 | 375,825 | 20,010 | | | |
| RENTS | 62,124 | 62,124 | | | | |
| COMMODITIES | 426,766 | 403,236 | 23,530 | | | |
| TRANSFER TO OTHER FUNDS | 956 | | 956 | | | |
| TOTAL EXPENDITURES | 6,187,595 | 6,143,099 | 44,496 | | | |

DEPARTMENT OF CORRECTIONS

COUNTY JAIL OPERATIONS
RANDALL LIBERTY, COMMISSIONER
ANTHONY CANTILLO, DEPUTY COMMISSIONER

Central Office: 25 TYSON DRIVE 3RD FLOOR, AUGUSTA, ME 04330
Mail Address: 111 STATE HOUSE STATION, AUGUSTA, ME 04333-0111 *FAX:* (207) 287-4370
Established: 2016 *Telephone:* (207) 287-4360
Reference: Policy Area: 06 *Umbrella:* 03 *Unit:* 201C *Citation:* T0034-A *M.R.S.A., Sect.:* 00001210-D

PURPOSE:
Provide funding to the county jails of Maine.

ORGANIZATION:
The program was established to provide funding support for the operations of the county jails in Maine.

PROGRAM:
The program distributes annual payments for the support of the county jails.

LICENSES:
N/A

PUBLICATIONS:
N/A

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| COUNTY JAIL OPERATIONS | TOTAL FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|-----------------------------|---------------------|--------------|-----------------------|--------------|---------------|------------|
| EXPENDITURES | | | | | | |
| GRANTS, SUBSIDIES, PENSIONS | 20,606,722 | 20,342,104 | 264,618 | | | |
| TOTAL EXPENDITURES | 20,606,722 | 20,342,104 | 264,618 | | | |

MAINE CORRECTIONAL CENTER
BEN BEAL, WARDEN
RANDALL LIBERTY, COMMISSIONER

Central Office: 17 MALLISON FALLS ROAD, WINDHAM, ME 04062
Mail Address: 17 MALLISON FALLS ROAD, WINDHAM, ME 04062 *FAX:* (207) 893-7001
Established: 1919 *Telephone:* (207) 706-6154
Reference: Policy Area: 06 *Umbrella:* 03 *Unit:* 205 *Citation:* T0034A *M.R.S.A., Sect.:* 000003401
Average Counts-All Positions: 289.000 *Legislative Count:* 289.00

PURPOSE:
It is the mission of the Maine Department of Corrections to make safer communities by reducing harm through supportive intervention, empowering change and restoring lives. This is supported by providing opportunities for correctional rehabilitation in a setting that assures the safety of the public, the staff, and the incarcerated population and through the utilization of objective risk and needs assessment, professional practices, and evidence-based programming in a supportive and restorative community environment.

While striving to complete this mission, the Maine Correctional Center (MCC) recognizes the indispensable and valuable contributions of its security, programs, and support staff and is committed to the ongoing development of a professional and skilled work force with high ethical standards.

This mission is accomplished through the MCC's responsibility as the Department

DEPARTMENT OF CORRECTIONS

of Corrections' (DOC) primary reception center, and the utilization of professional correctional practices, objective risk assessment and research-based rehabilitation programs, which have been proven to reduce the likelihood that an offender will re-offend.

Throughout their MCC commitment, residents are expected to accept increasing levels of personal responsibility for their conduct and for successful participation in rehabilitative programs. They are strongly encouraged to participate in the programs that will teach skills to assist them in being successful upon release and to overcome obstacles to their success. The MCC also strives to have incarcerated men and women recognize their family obligations and to plan for a successful reentry into their communities. The MCC is generally designated as a medium security institution with a maximum-security capability for short duration confinement. The Women's Center and Southern Maine Women's Re-Entry Center are separate, comprehensive housing and programming units.

ORGANIZATION:

The male population of MCC is comprised of three management units:

The Multi-Purpose Unit (MPU) is a high custody correctional setting. Its operation includes the reception center for the MDOC system. In addition to performing the initial classification and assessment of resident risks and needs as well as orientation to incoming residents, it also specializes in restrictive housing for residents presenting more challenging behavioral and security concerns.

Unit One is primarily a medium custody housing area, now located in the new 240 bed housing unit. The Unit's mission is to serve as a general population housing unit for residents who present higher custody and security issues. Its programming and focus are on behavioral stability, followed by risk reduction using a high level of coordination and planning between security and not security staff.

Unit Two is primarily a medium custody housing area with a small population of medium and minimum custody residents. Programs in Unit Two include transition skills re-entry programming and non-violent communication for men. The purpose of this unit is to prepare residents for transfer to minimum custody facilities or plan for a release back into the community.

Unit Three is the Women's Center, which is a separate comprehensive housing and programming unit for females. It includes industries, education, and substance use disorder treatment. All programming is based in gender responsivity and presented with a trauma informed lens. The Women's Center is designed as a secure correctional community with focus on personal development, trauma recovery, substance use disorder treatment, and community re-entry. This unit falls under the oversight of the Director of Women's Operations.

The Southern Maine Women's Re-Entry Center (SMWRC) is a stand-alone unit, that provides women with five years or less left on their sentence who are either minimum or community custody, with the skills, opportunities, experience, and support they need to successfully live as positive citizens and employees after they transition from state correctional facilities into their home communities. This 100 bed unit is also under the oversight of the Director of Women's Operations. Recognizing that women offenders have unique pathways to their crimes, the Center assesses and provides programs with a gender responsive and trauma informed approach.

SMWRC currently has a rated capacity of 100. SMWRC provides structure, supervision and security to residents during the transition from incarceration to release. SMWRC uses a variety of gender responsive approaches to achieve their goals. The SMWRC focuses on educational and vocational opportunities and growth, while encouraging the reunification and development of family and natural supports.

The Maine Correctional Center in Windham received re-accreditation in January 2018 by the American Correctional Association.

PROGRAM:

Programs for residents confined at the Maine Correctional Center focus on teaching appropriate conduct, personal responsibility, and work skills. The Center has specialized programs to assist residents re-entering the community.

DEPARTMENT OF CORRECTIONS

The women at SMRC participate in community re-entry programs (work release, education release, public service release, and family reunification) and utilize community-based services when available. An emphasis is placed on reducing their risks of reoffending and on increasing their positive outcomes.

Residents also work various jobs within the institution which include kitchen, laundry, agriculture crew, grounds maintenance, and landscaping. Industry programs include upholstery and print shop. Educational programs include Hi-Set preparation and testing, as well as Adult Basic Education and college education. Vocational training offers Work Ready, Serve Safe, business courses and building trades programming along with certificate programs.

Medical, mental health and psychiatry services are available to all residents through a contract with Wellpath. Residents are assigned to a unit team which monitors resident adjustment to case management and transition/release planning. The substance use programs for both men and women are provided through a partnership with Wellpath.

Through these units and programs, the Maine Correctional Center strives toward its mission to improve community safety by teaching personal responsibility, involving residents in rehabilitation programs, and lowering recidivism.

During FY23, MCC reorganized its Administration to better serve the male and female populations. Warden Ben Beal maintains oversight over the male operation while Director Amanda Woolford was assigned Chief Administrative Officer (CAO) level oversight over the female operation. The intent of this reorganization is to allow women's programs to have more autonomy from the male operation and be able to develop more gender specific practices.

In FY23, MCC moved into the full-scale build-out phase of a major construction and renovation project. As part of this, the following housing units were closed: Security East, North and South, and Dorms 1, 2 and 3. This reduced the male population by a little over 100 beds. This was made possible, in large part, by overall system wide bed capacity caused by COVID. The facility reduction is allowing demolition to occur to permit the construction on new buildings.

As of September 2022, most new buildings associated with the project have come online. Since the last report, the program support space for staff who support Unit 2 has been completed. Demolition is underway for buildings that have come offline.

LICENSES:

N/A

PUBLICATIONS:

N/A

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| MAINE CORRECTIONAL CENTER EXPENDITURES | TOTAL FOR ALL FUNDS | | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|---|------------------------------|-------------------|-----------------------------|-----------------|------------------|---------------|
| | GENERAL FUND | FUND | | | | |
| SALARIES & WAGES | 16,032,275 | 16,032,275 | | | | |
| HEALTH BENEFITS | 4,179,244 | 4,179,244 | | | | |
| RETIREMENTS | 4,833,922 | 4,833,922 | | | | |
| OTHER FRINGE BENEFITS | 372,265 | 372,265 | | | | |
| COMPUTER SERVICES | 65,337 | 32,207 | 33,130 | | | |
| CONTRACTUAL SERVICES | 1,633,556 | 1,625,337 | 8,219 | | | |
| RENTS | 165,182 | 165,265 | -83 | | | |
| COMMODITIES | 1,271,491 | 1,231,103 | 40,388 | | | |
| TRANSFER TO OTHER FUNDS | 1,797 | | 1,797 | | | |
| TOTAL EXPENDITURES | 28,555,069 | 28,471,618 | 83,451 | | | |

DEPARTMENT OF CORRECTIONS

DOWNEAST CORRECTIONAL FACILITY

JEFF MORIN, WARDEN

RANDALL LIBERTY, COMMISSIONER

Central Office: 64 BASE ROAD, MACHIASPORT, ME 04655

Mail Address: 64 BASE ROAD, MACHIASPORT, ME 04655

Established: 1984

Reference: Policy Area: 06 Umbrella: 03 Unit: 220 Citation: T0034A M.R.S.A., Sect.: 000003901

Average Counts-All Positions: 16.000

FAX:

Telephone: (207) 285-0816

Legislative Count: 16.00

PURPOSE:

The mission of the Maine Department of Corrections and the Downeast Correctional Facility is to make our communities safer by reducing harm through supportive intervention, empowering change, and restoring lives. The Downeast Correctional Facility offers residents the opportunity to learn new skills, build community relationships and prepare for reentry in a thoughtful and supported way. The first days and weeks following release from custody are vital to the long term success of residents; establishing plans that support medications, treatment, housing, work and family reunification are essential. Staff and residents work collaboratively to positively impact each component of their reentry plan providing the best opportunity for success.

ORGANIZATION:

The Downeast Correctional Facility is located in Machiasport Maine on the grounds of the former Bucks Harbor Air Force Base. In the early 1980's the shuttered base was leased and eventually deeded to the Maine Department of Corrections which established the Downeast Correctional Facility in 1984. From 1984 to 2017 the facility operated as a minimum/medium security correctional facility with 160 beds. In 2017 the facility was closed mainly in part due to failing infrastructure. In 2020 design and planning was initiated for a new facility on the grounds of the former Downeast Correctional Facility. Construction of the new facility was completed in 2022 which included upgrades to the water and septic system as well as the demolition and removal of 1960's-era buildings. The updated facility was re-opened in January 2022 and can house 48 residents in a modern and safe environment.

The Downeast Correctional Facility has a staffing compliment of 15 state employees and 3 contracted nurses who provide on-site operational and supervisory duties. Administrative oversight and support services are provided by the Warden and staff of the Mountain View Correctional Facility.

PROGRAM:

The compassionate and dedicated staff at the Downeast Correctional Facility prioritize a culture and environment that humanizes the residents in their care while normalizing activities that are consistent with outside communities. The staff model pro-social relationships, problem-solving, and accountability to oneself and one's community. Each resident has an individualized case plan that identifies strengths, risks, and needs. Individual goals are established that outline programmatic needs and reentry planning support. Individual case plans and reentry planning is managed and supported by a Correctional Care and Treatment Worker.

Medical services offered at the Downeast Correctional Facility include 12 hours of on-site nursing coverage daily, medications for substance use disorder, psychiatry services, behavioral health interventions, and medical provider access in collaboration with the Mountain View Correctional Facility. Emergency treatment and specialist access are provided in the community.

Residents have access to Adult Basic Education and Hi-Set completion through support of a local agency. Access to online college programming is accessible through an onsite learning center with internet access and individual laptops provided to each student to support learning.

Vocational learning is supported by a work-release program that partners with local employers to provide on the job training in various vocational areas such as the fishing industry, construction trades, and manufacturing. These partnerships provide the employer with a motivated work force while allowing

DEPARTMENT OF CORRECTIONS

residents to learn a trade and set aside funds for a successful reentry upon release.

The Downeast Correctional Facility also operates a community restitution program which provides free labor to local towns and non-profits. This program teaches basic skills while modeling the importance of giving back to one's local communities.

LICENSES:
N/A

PUBLICATIONS:
N/A

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| DOWNEAST CORRECTIONAL FACILITY | TOTAL FOR ALL FUNDS | | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|--------------------------------|---------------------|------------------|-----------------------|--------------|---------------|------------|
| | FUNDS | GENERAL FUND | | | | |
| EXPENDITURES | | | | | | |
| SALARIES & WAGES | 1,101,750 | 1,101,750 | | | | |
| HEALTH BENEFITS | 288,847 | 288,847 | | | | |
| RETIREMENTS | 334,338 | 334,338 | | | | |
| OTHER FRINGE BENEFITS | 23,582 | 23,582 | | | | |
| COMPUTER SERVICES | 1,932 | 1,932 | | | | |
| CONTRACTUAL SERVICES | 109,752 | 109,752 | | | | |
| RENTS | 32,496 | 32,496 | | | | |
| COMMODITIES | 268,410 | 268,410 | | | | |
| TOTAL EXPENDITURES | 2,161,107 | 2,161,107 | | | | |

JUVENILE JUSTICE ADVISORY GROUP
LINDA BARRY-POTTER, ACTING JJAG SPECIALIST
RANDALL LIBERTY, COMMISSIONER

Central Office: 25 TYSON DRIVE 3RD FLOOR, AUGUSTA, ME 04330
 Mail Address: 111 STATE HOUSE STATION, AUGUSTA, ME 04333-0111 FAX: (207) 287-4370
 Established: 1979 Telephone: (207) 707-2698
 Reference: Policy Area: 06 Umbrella: 03 Unit: 201J Citation: T0034A M.R.S.A., Sect.: 000001209

PURPOSE:
 The Juvenile Justice Advisory Group (JJAG) exists to administer a voluntary partnership between the State of Maine and the federal Office of Juvenile Justice and Delinquency Prevention (OJJDP) for the purpose of improving Maine's juvenile justice system. In return for an annual formula grant allocation, Maine must meet four defined standards ("Core" Requirements) for the management of juveniles. These core requirements include: 1) deinstitutionalization of status offenders; 2) sight and sound separation of juveniles from adult arrestees and prisoners; 3) removal of juveniles from adult-serving jails; and 4) elimination of racial and ethnic disparities among youth involved in Maine's juvenile justice system. The JJAG operates as the supervisory board for all state planning, administrative, and funding functions under the federal Juvenile Justice and Delinquency Prevention Act (JJDP) as reauthorized in 2018.

ORGANIZATION:
 The JJAG was first established as a committee of the Maine Criminal Justice Planning and Assistance Agency. It was formalized by Executive Order 4 FY80 on October 5, 1979, and authorized by statute in 1984 (34-A MRSA, section 1209). Since July 1, 1982, the Department of Corrections (DOC) has acted as the JJAG's administrative and fiscal agent.

The JJAG Board consists of 15 to 33 volunteer members appointed by the Governor for to serve four year terms. Membership must consist of federally mandated representatives of various juvenile justice stakeholder groups, a majority of whom may not be full-time governmental employees. At least one fifth of the

DEPARTMENT OF CORRECTIONS

members must be under the age of 28 at the time of appointment, and at least three members must have been or currently be under the jurisdiction of the juvenile justice system.

PROGRAM:

The JJAG must establish a Comprehensive Three Year Plan outlining its goals and objectives for the period of the plan. The OJJDP must approve the State's Plan and annual updates to the plan. The Plan for years 2021 through 2023 included the following goals:

- 1) Develop a community-based continuum of care for youth involved in, or at risk of becoming involved in, Maine's juvenile justice system;
- 2) Address the particular needs of historically and currently marginalized populations of youth involved in, or at risk of becoming involved in, the juvenile justice system, including youth of color, immigrant youth, LGBTQ/GNC youth, youth with disabilities, and tribal youth;
- 3) Improve system policies and procedures consistent with national best practices and recommendations reflected in the 2020 Children's Center for Law & Policy system assessment to reduce the number of youths in, or at risk of becoming involved in, the justice system; and
- 4) Elevate and amplify the voices of youth involved in, or at risk of becoming involved in, the juvenile justice system, to ensure that Maine youth are authentically engaged in reform efforts.

The JJAG works with other juvenile justice system stakeholders and devotes resources in accordance with its 3-year plan, to implement the following objectives toward achieving the above-listed goals. A full description of the JJAG's goals and the objectives identified as necessary to achieve the goals can be found at <https://www.jjagmaine.com/wp-content/uploads/2022/07/Comprehensive-Three-Year-Plan-2021-2024.pdf>.

LICENSES:

None

PUBLICATIONS:

Copies of the following publications may be obtained free of charge from the JJAG or their website, www.mainejjag.org:

Annual Report to the Governor 2020

Children's Policy & Law Center Systems Assessment 2020

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

JUVENILE COMMUNITY CORRECTIONS

CHRISTINE THIBEAULT, ASSOCIATE COMMISSIONER
RANDALL LIBERTY, COMMISSIONER

Central Office: 25 TYSON DRIVE, 3RD FLOOR, AUGUSTA, ME 04330

Mail Address: 111 STATE HOUSE STATION, AUGUSTA, ME 04333-0111 *FAX:*

Established: 2001

Telephone: (207) 242-3302

Reference: Policy Area: 06 *Umbrella:* 03 *Unit:* 237A *Citation:* T0034A *M.R.S.A., Sect.:* 00005601

Average Counts-All Positions: 66.000

Legislative Count: 66.00

PURPOSE:

It is the mission of the Maine Department of Corrections to make safer communities by reducing harm through supportive intervention, empowering change, and restoring lives. This is supported by providing opportunities for

DEPARTMENT OF CORRECTIONS

correctional rehabilitation in a setting that assures the safety of the public, the staff, and the incarcerated population and through the utilization of objective risk and needs assessment, professional practices, and evidence-based programming in a supportive and restorative community environment.

Juvenile Community Corrections (JCC) provide effective supervision to youth under its jurisdiction who are residing in the community. Using a risk reduction case management model, JCC staff assess individual juveniles' risk domains and strengths; develop case plans; access and advocate for appropriate resources to implement case plans; collaborate with other state agencies and public and private providers to ensure that appropriate interventions are provided; and monitor progress of the case plan. This approach targets dynamic risk factors that could lead to continued delinquent conduct, directs appropriate interventions to mitigate those risk factors, and allows the youth to succeed in their home, school, and community. Concurrently, Juvenile Community Corrections Officers (JCCOs) divert youth from the juvenile court system, supervise juveniles on conditional release, probation, or aftercare status, and help support youths detained at or committed to Long Creek Youth Development Center. JCC is also responsible for the administration of the Interstate Compact for Juveniles.

ORGANIZATION:

Three regional offices provide services to juveniles across the state. A Regional Correctional Administrator, who reports directly to the Associate Commissioner for Juvenile Services, administers each region. JCCOs accept referrals from law enforcement officers and supervise and case manage juvenile clients in the community. Regional Correctional Managers provide case management consultation and direct supervision to JCCOs and assist in locating appropriate resources for juvenile clients residing in the region. Regional contracted services are funded by the Department to establish or supplement existing resources consistent with the assessed needs of juvenile clients. Outcome and performance measures are incorporated into all contracts to ensure program effectiveness. Support staff assists in the overall management of the regional offices and contracts for community-based services are administered by the Manager of Juvenile Evidence-Based Programs.

PROGRAM:

Law enforcement officers may refer any juvenile alleged to have committed a juvenile crime to JCC for possible diversion or juvenile court action. JCCOs determine whether a youth may be appropriately diverted from the formal juvenile court process and may offer an informal adjustment whereby the youth and their family agree to abide by mutually agreed upon conditions, e.g., participation in a restorative justice event. Using an evidence-based risk management and risk focused intervention approach, JCCO's supervise and case manage youth placed on court-ordered conditions of release, probation, or on community reintegration status upon release from Long Creek Youth Development Center. Law enforcement officers must also contact a JCCO when requesting detention of a juvenile arrested for a juvenile crime. The JCCO may authorize detention, conditional release, or unconditional release of the juvenile pending their court appearance. JCCOs also serve as the primary case managers for juveniles committed to or detained at Long Creek Youth Development Center.

LICENSES:

N/A

PUBLICATIONS:

N/A

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FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| JUVENILE COMMUNITY CORRECTIONS EXPENDITURES | TOTAL | | | | | |
|--|-------------------|-------------------|-----------------------|--------------|---------------|------------|
| | FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
| SALARIES & WAGES | 4,027,240 | 4,027,240 | | | | |
| HEALTH BENEFITS | 1,142,932 | 1,142,932 | | | | |
| RETIREMENTS | 1,299,853 | 1,299,853 | | | | |
| OTHER FRINGE BENEFITS | 103,488 | 103,488 | | | | |
| COMPUTER SERVICES | 2,935 | 2,935 | | | | |
| CONTRACTUAL SERVICES | 269,354 | 268,832 | 522 | | | |
| RENTS | 521,022 | 521,022 | | | | |
| COMMODITIES | 62,423 | 62,423 | | | | |
| GRANTS, SUBSIDIES, PENSIONS | 5,182,242 | 5,182,242 | | | | |
| TRANSFER TO OTHER FUNDS | 10 | | 10 | | | |
| TOTAL EXPENDITURES | 12,611,499 | 12,610,967 | 532 | | | |

LONG CREEK YOUTH DEVELOPMENT CENTER

LYNNE ALLEN, SUPERINTENDENT
RANDALL LIBERTY, COMMISSIONER

Central Office: 675 WESTBROOK STREET, SOUTH PORTLAND, ME 04106
Mail Address: 675 WESTBROOK STREET, SOUTH PORTLAND, ME 04106 *FAX:* (207) 822-2775
Established: 1853 *Telephone:* (207) 822-2617
Reference: Policy Area: 06 *Umbrella:* 03 *Unit:* 204 *Citation:* T0034A *M.R.S.A., Sect.:* 000003801
Average Counts-All Positions: 151.475 *Legislative Count:* 151.00

PURPOSE:

It is the mission of the Maine Department of Corrections to make safer communities by reducing harm through supportive intervention, empowering change, and restoring lives. This is supported by providing opportunities for correctional rehabilitation in a setting that assures the safety of the public, the staff, and the incarcerated population and through the utilization of objective risk and needs assessment, professional practices, and evidence-based programming in a supportive and restorative community environment.

The Long Creek Youth Development Center is Maine's sole secure juvenile correctional facility which serves both detained and committed youth. Staff at Long Creek Youth Development Center are responsible for providing crucial services to juvenile residents committed by Maine courts, applying the disciplines of education, casework, group work, psychology, psychiatry, medicine, nursing, vocational training, and religion as they relate to human relations and personality development. Boys and girls between the ages of twelve and twenty one may be committed to the Center for any indeterminate period of time. The Superintendent serves as the legal guardian to all committed residents up to age eighteen and may authorize the release of any resident to community reintegration status prior to the maximum period of commitment ordered by the juvenile court. Youth on aftercare status are allowed to reside independently or with any suitable person or persons. Long Creek Youth Development Center also serves detained juveniles pending their court appearances or until released subject to court restrictions.

ORGANIZATION:

Long Creek Youth Development Center in South Portland was established in 1853 as the State Reform School, administered by a Board of Trustees. It was renamed State School for Boys in 1903. The Board of Trustees was abolished in 1911, and its duties were assumed by the Trustees of Juvenile Institutions. In 1931, the State School for Boys was placed under the Department of Health and Welfare and in 1939, transferred to the Department of Institutional Services, which later (1959) became the Department of Mental Health and Corrections. In 1981, The Department of Corrections was established. In 1959, the School was renamed the Boys Training Center. In 1976, when the Stevens School for Girls closed and the girls were transferred to the Boys Training Center, the 107th Maine State Legislature, in special session, established the Maine Youth Center as the only coeducational institution for juvenile residents. On July 1, 2001, the Maine

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Youth Center changed its name to Long Creek Youth Development Center.

PROGRAM:

Long Creek Youth Development Center functions as the only correctional facility for juveniles in Maine. The purpose of the Long Creek is to provide for the detention and rehabilitation of juvenile residents. Long Creek Youth Development Center provides a variety of programs that address the risk factors associated directly with recidivism. Youth are provided with education, behavioral and substance use treatment, employment skills, as well as other services that teach skills and competencies, strengthen pro-social behaviors, and require accountability to victims and communities. A small staff secure facility on the Long Creek Youth Development Center campus may house moderate and low risk residents. The Department is also committed to creating a second staff secure facility for eligible male residents to serve as an alternative to secure confinement at Long Creek Youth Development Center. These alternative programs help the Department of Corrections reduce reliance on secure confinement and assist in reintegrating the youth back to the community.

Long Creek is accredited by the American Correctional Association; the A. R. Gould School at Long Creek Youth Development Center is accredited by the Maine Department of Education.

LICENSES:

N/A

PUBLICATIONS:

N/A

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| LONG CREEK YOUTH DEVELOPMENT CENTER | TOTAL FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|-------------------------------------|---------------------|-------------------|-----------------------|--------------|----------------|------------|
| EXPENDITURES | | | | | | |
| SALARIES & WAGES | 7,374,439 | 7,374,439 | | | | |
| HEALTH BENEFITS | 1,821,631 | 1,821,631 | | | | |
| RETIREMENTS | 2,107,667 | 2,107,667 | | | | |
| OTHER FRINGE BENEFITS | 166,723 | 166,723 | | | | |
| COMPUTER SERVICES | 24,405 | 12,721 | | | 11,684 | |
| CONTRACTUAL SERVICES | 817,822 | 603,053 | | | 214,769 | |
| RENTS | 83,555 | 82,340 | | | 1,215 | |
| COMMODITIES | 509,201 | 444,226 | | | 64,975 | |
| GRANTS, SUBSIDIES, PENSIONS | 1,423,243 | 1,423,243 | | | | |
| TRANSFER TO OTHER FUNDS | 6,976 | | | | 6,976 | |
| TOTAL EXPENDITURES | 14,335,662 | 14,036,043 | | | 299,619 | |

MOUNTAIN VIEW CORRECTIONAL FACILITY

JEFF MORIN, WARDEN
RANDALL LIBERTY, COMMISSIONER

Central Office: 1182 DOVER RD 3RD FLOOR, CHARLESTON, ME 04422
 Mail Address: 1182 DOVER RD 3RD FLOOR, CHARLESTON, ME 04422 FAX: (207) 285-0836
 Established: 1991 Telephone: (207) 285-0880
 Reference: Policy Area: 06 Umbrella: 03 Unit: 225 Citation: T0034A M.R.S.A., Sect.: 000004101
 Average Counts-All Positions: 163.686 Legislative Count: 163.00

PURPOSE:

It is the mission of the Maine Department of Corrections to make safer communities by reducing harm through supportive intervention, empowering change, and restoring lives. This is supported by providing opportunities for correctional rehabilitation in a setting that assures the safety of the public, the staff, and the incarcerated population and through the utilization of objective risk and needs assessment, professional practices, and evidence-based

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programming in a supportive and restorative community environment.

A dedicated team of professionals at Mountain View Correctional Facility provides treatment programs and models behavior to promote rehabilitation and reintegration back to families and communities. Mountain View Correctional Facility offers education, vocational and real-world work opportunities, along with graduated furloughs to promote successful re-entry, thereby promoting public safety.

ORGANIZATION:

The original Northern Maine Juvenile Detention Facility opened in 1998 and was constructed with 40 beds for detained juvenile residents on the grounds of the Charleston Correctional Facility. This facility alleviated the northern and central county jails of holding juvenile residents in adult county jails and/or transporting them to Southern Maine.

In February 2002, in order to meet the demands of the rising rates of juvenile incarceration, the Maine Department of Corrections Juvenile Services expanded its services by building and reorganizing two new facilities: the Mountain View Youth Development Center in Charleston and the Long Creek Youth Development Center built in So. Portland. Mountain View Correctional Facility's capacity expanded to provide services for long-term commitments alongside the detention beds. Committed juveniles were afforded the opportunity to continue their education through a unique alternative school that provided special education services, and vocational programs in culinary, carpentry, and small engine repairs. Professional staff offered therapeutic treatment, psychological and cognitive behavior therapies, and religious, recreational, substance use disorder treatment, and 24-hour medical services.

In April 2014, while still serving a reduced juvenile population in one unit of the facility, services were expanded to open a new program for committed young adult male residents ages 18-25 that could greatly benefit from the continued educational, therapeutic and substance use services that facility staff were already providing to juveniles. In 2015, the remaining committed juvenile residents at Mountain View Correctional Facility were transferred to Long Creek Youth Development Center and Mountain View Correctional Facility reopened adult treatment units specializing in problematic sexual behavior treatment, residential substance use disorder treatment, young adult resident programming, and an Assisted Living Unit.

Mountain View Youth Development Center and Charleston Correctional Facility were combined into one facility in 2017 and renamed to Mountain View Correctional Facility. The former Charleston Correctional Facility is now the Minimum Custody Unit and the former Mountain View Youth Development Center is now the Medium Custody Unit. Mountain View Correctional Facility now provides a total of 510 adult beds.

PROGRAM:

The staff at Mountain View Correctional Facility are dedicated to helping each resident develop the skills and judgment that will allow them to be successful and make a positive contribution to society. Programs and services offered promote each resident's growth toward mature thinking, decision making, realistic understandings of themselves and others, and the knowledge and competence to deal well with problems and challenges encountered in daily life.

A comprehensive treatment program is provided in a structured, safe, and supportive environment. Objectives of the treatment program include: assisting residents to accept responsibility for behavior; helping residents develop pro-social skills; increasing resident's self-awareness; understanding the consequences of poor decisions; enhancing ability to empathize with victims; enabling residents to employ more adaptive thinking patterns; and utilizing effective problem solving strategies. The overall program goal is to focus on a treatment and educational foundation that will support future life goals as well as increase the likelihood that these skills will be used in personal life, both within and outside the facility. Residents are also offered Adult Basic Education, High School equivalency, and college educational opportunities.

Program offerings include substance use disorder treatment, problematic sexual behavior treatment, assisted living for those with physical and medical needs, and a young adult offender program providing treatment specific to youthful offenders. A Medication Assisted Treatment program was added to the substance

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use disorder treatment spectrum in 2020, this treatment component allows treatment in the facility to mirror best practices in the community.

Additional programs include: Thinking for a Change and Reasoning and Resiliency for improving social development; domestic violence programming; Inside Out Dads for incarcerated fathers; and education. A robust vocational programming menu includes WorkReady, wood harvesting, culinary arts, computer literacy, building trades, and small engine repair. Several national certification programs have been added in the areas of food service and the National Center for Construction Education and Research (NCCER). The vocational programs work cooperatively with the Maine Department of Labor to offer formal apprenticeship programs in the areas of food service, construction trades, sawmill, wood harvesting, and material handling.

LICENSES:
N/A

PUBLICATIONS:
N/A

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| MOUNTAIN VIEW CORRECTIONAL FACILITY | TOTAL FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|-------------------------------------|---------------------|-------------------|-----------------------|--------------|---------------|------------|
| EXPENDITURES | | | | | | |
| SALARIES & WAGES | 10,331,937 | 10,331,937 | | | | |
| HEALTH BENEFITS | 2,778,289 | 2,778,289 | | | | |
| RETIREMENTS | 3,109,244 | 3,109,244 | | | | |
| OTHER FRINGE BENEFITS | 240,967 | 240,967 | | | | |
| COMPUTER SERVICES | 15,645 | 15,645 | | | | |
| CONTRACTUAL SERVICES | 984,898 | 973,636 | 11,262 | | | |
| RENTS | 92,042 | 92,042 | | | | |
| COMMODITIES | 1,284,902 | 1,230,579 | 54,323 | | | |
| TRANSFER TO OTHER FUNDS | 1,363 | | 1,363 | | | |
| TOTAL EXPENDITURES | 18,839,287 | 18,772,339 | 66,948 | | | |

STATE PAROLE BOARD
RANDALL LIBERTY, COMMISSIONER
ANTHONY CANTILLO, DEPUTY COMMISSIONER

Central Office: 25 TYSON DRIVE 3RD FLOOR, AUGUSTA, ME 04330
Mail Address: 111 STATE HOUSE STATION, AUGUSTA, ME 04333-0111 *FAX:* (207) 287-4370
Established: 1931 *Telephone:* (207) 287-4360
Reference: Policy Area: 06 *Umbrella:* 03 *Unit:* 208 *Citation:* T0034A *M.R.S.A., Sect.:* 000005201

PURPOSE:
The State Parole Board was established to evaluate and adjudicate applications for parole as well as to provide oversight and management of clients already admitted to parole. The two primary responsibilities of the Board are to determine the eligibility for access to parole or to sanction clients when warranted due to rule violations. The Board also determines the time of discharge of clients from parole supervision, formulates policies, adopts regulations, and establishes procedures.

ORGANIZATION:
The State Parole Board, created in 1931 under the name of Parole Board, originally consisted of three members: The Commissioner of Health and Welfare and any two members of the Executive Council designated by the Governor. From 1931 to 1939, the Board was under the Department of Health and Welfare, and from 1939 to 1957 under the Department of Institutional Service. In 1957, the Parole Board's duties were assumed by the State Probation and Parole Board. In 1967, a Division of Probation and Parole was created within the Bureau of Corrections to administer probation and parole services in conjunction with the Board's parole

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duties. The Board was re-designated State Parole Board in 1971, to consist of five members appointed by the Governor, for terms of four years. In 1976, the State of Maine abolished parole though the Board continues to serve in a limited capacity providing services to clients placed on parole prior to its 1976 abolition.

PROGRAM:

The State Parole Board hears cases within one of the Department's facilities for those residents who were sentenced prior to May 1976 (the abolition date for parole in Maine) to determine if or when residents should be released on parole. If they have been accused of violating the terms of their parole, the Board sits as an adjudicatory body to determine if a violation has occurred. If they find that violations have in fact occurred, they impose sanctions as they see fit.

LICENSES:

N/A

PUBLICATIONS:

Parole Board Rules and Policy - Free

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| STATE PAROLE BOARD | TOTAL FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|----------------------|------------------------------|-----------------|-----------------------------|-----------------|------------------|---------------|
| EXPENDITURES | | | | | | |
| SALARIES & WAGES | 310 | 310 | | | | |
| CONTRACTUAL SERVICES | 261 | 261 | | | | |
| TOTAL EXPENDITURES | 571 | 571 | | | | |

STATE PRISON

MATTHEW MAGNUSSON, WARDEN
RANDALL LIBERTY, COMMISSIONER

Central Office: 807 CUSHING ROAD, WARREN, ME 04864-4600
Mail Address: 807 CUSHING ROAD, WARREN, ME 04864-4600 FAX: (207) 273-5316
Established: 1823 Telephone: (207) 273-5310
Reference: Policy Area: 06 Umbrella: 03 Unit: 206 Citation: T0034A M.R.S.A., Sect.: 00003201-A
Average Counts-All Positions: 311.000 Legislative Count: 311.00

PURPOSE:

It is the mission of the Maine Department of Corrections to make safer communities by reducing harm through supportive intervention, empowering change, and restoring lives. This is supported by providing opportunities for correctional rehabilitation in a setting that assures the safety of the public, the staff, and the incarcerated population and through the utilization of objective risk and needs assessment, professional practices, and evidence-based programming in a supportive and restorative community environment.

The Maine State Prison (MSP) was established to confine convicted residents and to provide correctional treatment and rehabilitation programs designed to prepare such residents for eventual release. The institution is responsible for the custody, control, employment and government, as provided by law, of adult male residents lawfully committed to MSP.

ORGANIZATION:

The State Prison at Thomaston was opened officially in July of 1824, to serve as a penitentiary where convicts were sentenced to hard labor for life or for any term one year or longer. The Prison has always been a maximum-security facility for adult felons. Women were sentenced to the institution until 1935 when they were transferred to the Women's Correctional Center in Skowhegan. The Prison was plagued by fires in 1837, 1841, 1851, 1873 and 1923. Renovations and additions

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took place throughout the years and in 1992 high risk residents were transferred from Thomaston to a new maximum-security facility in Warren known as Maine Correctional Institution (MCI). It was built to house male residents who posed the highest risk to the public, safety of staff, other residents, and the security and orderly management of the Department's facilities. An increasing population and an antiquated prison resulted in the construction of a new facility in Warren, adjoined to MCI. On February 13, 2002, residents were transferred to the new Maine State Prison and the former Thomaston facility was demolished in June 2002. Only a section of the wall remains at the site beside the prison cemetery.

The new facility was built to house 916 residents and now has a capacity of approximately 1050. MSP also houses a 7-bed infirmary for the adult population.

MSP is organized under the philosophy of unit management and direct supervision. It was designed to separate residents into three separate housing units, including a Special Management Unit. The units operate semi-autonomously under the authority and guidance of the Warden. Staff are trained in the concepts of unit management which improves control and relationships by dividing a large population into smaller, more manageable groups.

PROGRAM:

A 32-bed Intensive Mental Health Unit operates in the 600 Building of MSP. Mental Health Services assure assessments and treatment planning for all residents with mental illnesses and/or behavioral disorders. Treatment may include medication management, supportive counseling, cognitive-behavioral psychotherapy, group therapy, and discharge planning. Mental Health Workers collaborate with security staff and medical personnel, as well as community agencies to provide consistency and continuity of patient-resident care and treatment. Opioid Use Disorder services are provided by licensed alcohol and drug counselors. Case management services are provided to all residents. Staff develop an Individual Case Plan and monitor participation and compliance. They also act as advocates and serve on their respective multi-disciplinary Unit Management Teams. For residents nearing release, the Case Managers focus on community resources and re-entry programs. They frequently play a role in defusing potentially disruptive situations and provide a more stable environment.

Educational programs at the prison include Adult Basic Education, High School equivalency, and college education. Vocational programs include Building Trades, Agriculture, and Automotive certifications. Other programs and activities, such as typing, computer science, music, literature, writing, art, horticulture, composting, recycling, Long Distance Dad's, Thinking for a Change, self-reflective challenge programs, and languages provide additional choices. Religious services are provided by ordained clergy who support a varied faith group base along with a facility Chaplain. In addition, recreational programs available to all residents include basketball, softball, soccer, pool, yoga, and physical fitness.

Industrial programs offer a variety of paying jobs which include wood working, upholstery, plate shop, machine shop and a prison showroom. These programs are designed to establish meaningful work programs for residents and to help reduce the financial burden of correctional programming to the general public.

A partnership was developed in late 2019 with Habitat for Humanity and in 2020 wall partitions and roof rafters were built for six homes. These prebuilt units were delivered to a building site in Rockland where local volunteers assembled them. In addition to the house structures, six 8x10 sheds and a portable 16x10 office were built at MSP for Habitat for Humanity. In 2021 additional homes kits were completed.

The Doris Buffet Higher Education Center was opened in 2021 and over 50 residents participated in undergraduate college level programming and four were involved in masters level programming. The Earned Living Unit was opened in 2022.

LICENSES:

Accredited by the American Correctional Association.

PUBLICATIONS:

N/A

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FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| STATE PRISON | TOTAL FOR ALL FUNDS | | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|---------------------------|---------------------|-------------------|-----------------------|--------------|---------------|------------|
| SALARIES & WAGES | 19,386,029 | 19,386,029 | | | | |
| HEALTH BENEFITS | 4,618,768 | 4,618,768 | | | | |
| RETIREMENTS | 5,795,112 | 5,795,112 | | | | |
| OTHER FRINGE BENEFITS | 440,209 | 440,209 | | | | |
| COMPUTER SERVICES | 23,912 | 23,912 | | | | |
| CONTRACTUAL SERVICES | 2,424,385 | 2,424,424 | -39 | | | |
| RENTS | 155,601 | 155,601 | | | | |
| COMMODITIES | 2,958,937 | 2,948,471 | 10,466 | | | |
| TRANSFER TO OTHER FUNDS | 220 | 220 | | | | |
| TOTAL EXPENDITURES | 35,803,173 | 35,792,526 | 10,647 | | | |

DIVISION OF PROBATION AND PAROLE

SUSAN GAGNON, DIRECTOR
RANDALL LIBERTY, COMMISSIONER

Central Office: 25 TYSON DRIVE 3RD FLOOR, AUGUSTA, ME 04330
 Mail Address: 111 STATE HOUSE STATION, AUGUSTA, ME 04333-0111 FAX: (207) 287-4370
 Established: 1967 Telephone: (207) 287-4380
 Reference: Policy Area: 06 Umbrella: 03 Unit: 237 Citation: T0034A M.R.S.A., Sect.: 000005401
 Average Counts-All Positions: 114.000 Legislative Count: 114.000

PURPOSE:

It is the mission of the Maine Department of Corrections to make safer communities by reducing harm through supportive intervention, empowering change, and restoring lives. This is supported by providing opportunities for correctional rehabilitation in a setting that assures the safety of the public, the staff, and the incarcerated population and through the utilization of objective risk and needs assessment, professional practices, and evidence-based programming in a supportive and restorative community environment.

The Division of Adult Community Corrections (though more commonly referred to as Probation and Parole) was established to provide community-based supervision and related services to clients sentenced to probation or parole. The Division's primary role is to motivate a change in the client's behavior in order to lessen the likelihood of the clients to re-offend. The enhancement of public safety is achieved through the reduction of victimization. Over the years the role of the probation officer has changed dramatically. Thus, while monitoring and supervision are still important activities performed by probation officers, they are also actively involved in promoting individual pathways to recovery, risk and needs assessments, interventions, case management, treatment and program referrals, etc. Traditional duties such as pardons and commutation investigations for the Governor's Office, pre-sentence investigations for the courts, post-sentence, pre-parole, furloughs, and other investigations for the State's correctional institutions remain part of their assignment.

In addition, activities such as sex offender registration, restitution/fine collection, DNA and substance abuse testing, data collection, community notification, and supervision of adult clients under the interstate compact duties have been assumed by probation officers as new laws and court cases impact their duties and responsibilities. The demands on probation officers continue to escalate and therefore the need for ongoing training has never been greater in the history of this division.

ORGANIZATION:

When the Division of Probation and Parole was created in 1967 it included adult and juvenile clients. In 1976 parole was abolished in the State of Maine and the only available post-release supervision was probation ordered by the Courts. However, the State of Maine still maintains a parole supervision function for clients sentenced to parole before 1976, and more importantly, for all clients on parole who come to Maine through the Interstate Compact for Adult Offender

DEPARTMENT OF CORRECTIONS

Supervision. In 1986, an Intensive Supervision statute was passed and, in 1991, the Supervised Community Confinement Program was created through a legislative initiative. Both these programs were directed at providing responsible alternatives to incarceration.

In 1996, the Division was reorganized, and all adult services were consolidated into the newly formed Division of Adult Community Corrections headed by a newly authorized Associate Commissioner. At the same time, juvenile services were similarly reorganized. Adult Community Corrections consisted of 4 regional offices, 20 suboffices and numerous reporting sites. Each regional office was administered by a Regional Correctional Administrator (RCA), and an Assistant RCA. The Assistant RCA positions were reclassified to Regional Correctional Managers in 2010. In early 2011, the Division implemented a coaching, mentoring and supervision model that provided more direct field supervision for the Probation Officers. Regional Managers provide direct and immediate feedback on performance, decision-making, and case management. This is critical to the full implementation of evidence-based practices in the Department. In order to maximize resources and improve continuity of practice, the Division was reduced to three (3) regions. The majority of Probation Officers are assigned to a general caseload made up of clients who have committed a wide variety of felony level offenses. The Department currently has specialty caseloads for those clients on supervision for a domestic violence or a problematic sexual behavior offense as well as for female clients. In 2012, Probation Officer Assistant positions were created to reduce the administrative tasks that Probation Officers were responsible for, leaving them more time to work directly with their clients on risk reduction. Each region has Probation Officer Assistants who are responsible for court intake, drug testing, and supervision of administrative and low risk clients. In 2015, the role of Director of Adult Community Corrections was established to enhance the direction of Adult Community Corrections, directing and implementing policies and initiatives and to support the goals and objectives of the Department. In order to enhance the work of the division, a newly created position of Manager of Evidence Based Practices has been developed.

PROGRAM:

The Division of Adult Community Services is dedicated to balancing the needs of public safety, victim and community restoration, client accountability, and using effective approaches to reduce re-offending and enhance effective reintegration into communities. Under community supervision, clients receive services that include: increased personal contact with Probation Officers and dialogue that encourages and supports behavior change; monitoring of special court ordered conditions of probation through surveillance; referrals to services that are based on the assessed risk of re-offending; and treatment intervention that target specific identified needs and promote recovery.

PUBLICATIONS:

Division of Adult Services Policies and Procedures Manual.

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| DIVISION OF PROBATION AND PAROLE | TOTAL FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|----------------------------------|---------------------|-------------------|-----------------------|--------------|----------------|------------|
| EXPENDITURES | | | | | | |
| SALARIES & WAGES | 7,177,122 | 7,177,122 | | | | |
| HEALTH BENEFITS | 1,973,877 | 1,973,877 | | | | |
| RETIREMENTS | 2,292,999 | 2,292,999 | | | | |
| OTHER FRINGE BENEFITS | 174,141 | 174,141 | | | | |
| COMPUTER SERVICES | 134,919 | 5,319 | | | 129,600 | |
| CONTRACTUAL SERVICES | 424,231 | 302,536 | 37,095 | | 84,600 | |
| RENTS | 1,154,472 | 1,154,322 | 150 | | | |
| COMMODITIES | 87,932 | 78,556 | 9,376 | | | |
| TRANSFER TO OTHER FUNDS | 5,138 | 2 | 918 | | 4,218 | |
| TOTAL EXPENDITURES | 13,424,831 | 13,158,874 | 47,539 | | 218,418 | |

DEPARTMENT OF CORRECTIONS

OFFICE OF VICTIM SERVICES

**TESSA MOSHER, DIR. OF VICTIM SERVICES
RANDALL LIBERTY, COMMISSIONER**

Central Office: 25 TYSON DRIVE, 3RD FLOOR, AUGUSTA, ME 04330
Mail Address: 111 STATE HOUSE STATION, AUGUSTA, ME 04333-0111 *FAX:* (207) 287-4370
Established: 2001 *Telephone:* (207) 287-4385
Reference: Policy Area: 06 Umbrella: 03 Unit: 615 Citation: T0034A M.R.S.A., Sect.: 000001214
Average Counts-All Positions: 4.000 *Legislative Count:* 4.00

PURPOSE:

The Office of Victim Services (34-A MRSA, section 1214) is established within the Department to advocate for compliance by the Department, any correctional facility, any detention facility, Community Corrections, or any contract agency with all laws, administrative rules and institutional and other policies relating to the rights and dignity of victims.

ORGANIZATION:

The Office of Victim Services provides services to crime victims, in which residents are in the custody of, or clients under supervision of, the Department of Corrections.

PROGRAM:

The Office of Victim Services strives to ensure that: victims who request notification of release receive it; victims receive assistance with obtaining victim compensation, the restitution to which they are entitled, and other benefits of restorative justice; and assist victims who are being harassed by persons in the custody or under the supervision of the Department with obtaining protection from that harassment.

The Office of Victim Services provides a toll-free number for victims to receive information regarding a resident or client's status. The Office of Victim Services helps with victim impact statements and promotes the inclusion of victim impact statements into decisions regarding resident releases. The Office of Victim Services offers safety planning meetings to victims of sexual assault, domestic violence, and other high-risk offenses prior to the resident's release from incarceration.

The Office of Victim Services treats all requests for action by the Office confidentially and may be disclosed only to a state agency if necessary to carry out the statutory functions of that agency or to a criminal justice agency if necessary to carry out the administration of criminal justice. In no case may a victim's request for notice of release be disclosed outside the Department and the Office of the Attorney General for the state with which the request was filed.

The Office of Victim Services certifies and monitors Batterer Intervention Programs throughout the State, provides training and technical assistance as requested throughout the State, and provides victims with referrals to appropriate community-based victim service providers.

The Office of Victim Services administers the Elder Victims Restitution Fund. The Fund is established for the purpose of compensating elder victims of financial crimes who are entitled to receive restitution from clients as a result of the sentences for the crimes in cases in which those clients are not meeting their restitution obligations.

LICENSES:

N/A

PUBLICATIONS:

N/A

DEPARTMENT OF CORRECTIONS

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| OFFICE OF VICTIM SERVICES | TOTAL | | SPECIAL | | | | |
|---------------------------|----------------|----------------|----------------|----------------|----------------|--------------|--------------|
| EXPENDITURES | FOR | GENERAL | REVENUE | HIGHWAY | FEDERAL | MISC | |
| | ALL | FUND | FUNDS | FUND | FUNDS | FUNDS | FUNDS |
| | FUNDS | FUND | FUNDS | FUND | FUNDS | FUNDS | FUNDS |
| SALARIES & WAGES | 166,833 | 166,833 | | | | | |
| HEALTH BENEFITS | 54,177 | 54,177 | | | | | |
| RETIREMENTS | 39,885 | 39,885 | | | | | |
| OTHER FRINGE BENEFITS | 4,060 | 4,060 | | | | | |
| COMPUTER SERVICES | 164 | 164 | | | | | |
| CONTRACTUAL SERVICES | 307,353 | 307,353 | | | | | |
| COMMODITIES | 1,085 | 1,085 | | | | | |
| TOTAL EXPENDITURES | 573,557 | 573,557 | | | | | |

**DEPARTMENT OF DEFENSE, VETERANS AND EMERGENCY
MANAGEMENT**

MG DOUGLAS A. FARNHAM, COMMISSIONER/ADJ GENERAL
BG SCOTT A. YOUNG, DEPUTY COMMISSIONER

Central Office: CAMP CHAMBERLAIN, AUGUSTA, ME 04330

Mail Address: 33 STATE HOUSE STATION, AUGUSTA, ME 04333-0033 *FAX:* (207) 626-4509

Established: 1973 *Telephone:* (207) 430-6000

Reference: Policy Area: 06 *Umbrella:* 15 *Unit:* 210 *Citation:* T0037B *M.R.S.A., Sect.:* 000000001

Average Counts-All Positions: 202.000 *Legislative Count:* 202.00

Units:

ADMINISTRATIVE SERVICES DIVISION
MAINE EMERGENCY MANAGEMENT AGENCY

MILITARY BUREAU
BUREAU OF MAINE VETERANS' SERVICES

PURPOSE:

The Department of Defense, Veterans and Emergency Management is responsible for all military, veterans, and emergency management related operations within the State of Maine. The Department's Soldiers and Airmen are also readily available to respond to the Governor during emergencies or disasters in Maine. The Bureau of Maine Veterans' Services provides numerous support services to Maine's 106,000 veterans and manages Maine's Veterans' Memorial Cemeteries. The Maine Emergency Management Agency is charged with all disaster mitigation, preparedness, response, recovery, and Homeland Security operations within the State of Maine.

ORGANIZATION:

The Department of Defense, Veterans and Emergency Management was created by the Legislature in 1972 under the original name of Department of Military, Civil Defense and Veterans Services. In this legislation, the administrative offices of the Adjutant General became the Military Bureau; the former Civil Defense and Public Safety Agency became the Bureau of Civil Defense; and the former Department of Veterans Services became the Bureau of Veterans Services; with the Adjutant General designated as both Commissioner of the new department and Director of the Military Bureau.

Effective in June 1974, the 106th Legislature revised the law to direct the appointment of the Deputy Adjutant General as Director of the Military Bureau, thus freeing the Adjutant General to function solely as Commissioner of the Department. This revision also renamed the Bureau of Civil Defense as the Bureau of Civil Emergency Preparedness. Subsequently the Department was redesignated as the Department of Defense and Veterans Services.

During the 113th Legislature, the Bureau of Civil Emergency Preparedness was renamed the Maine Emergency Management Agency (MEMA). At the direction of the 115th Legislature, the Bureau of Veterans Services was changed to the Division of Veterans Services. In 1995, the 117th Legislature added the requirement that the Adjutant General/Commissioner's appointment be subject to legislative confirmation. In 1997, the 118th Legislature redesignated the Department as the Department of Defense, Veterans and Emergency Management, re-designated the Division of Veterans' Services as the Bureau of Maine Veterans Services and designated its leader as the Bureau Director. In October 2001, the Department was assigned responsibility for coordinating the homeland security activities of the State, to include interface in such matters with federal, county, and local government. The Commissioner was assigned the additional duty of directing these activities. In 2007, the position of Maine Emergency Management Agency Director was changed to become a gubernatorial appointment, recommended by the Commissioner, and subject to confirmation by the State Senate. The Adjutant General was also designated as the Governor's Homeland Security Advisor (HSA) at this time.

PROGRAM:

The programs of the Department of Defense, Veterans and Emergency Management are outlined in the reports of its operating units.

PUBLICATIONS:

The Adjutant General's Report is a biennial publication highlighting events and accomplishments of the Department during the previous two years.

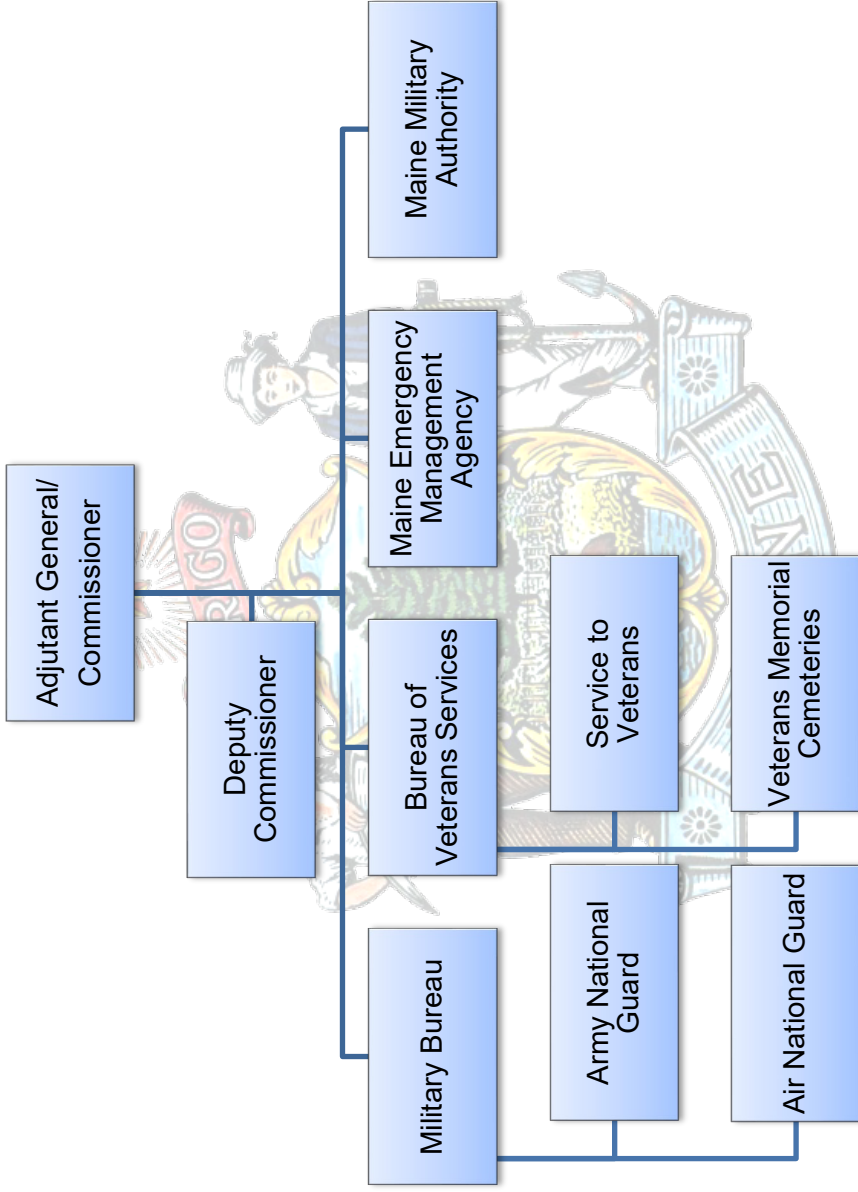
DEPARTMENT OF DEFENSE, VETERANS AND EMERGENCY MANAGEMENT

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| DEPARTMENT SUMMARY | TOTAL FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|-----------------------------|------------------------------|------------------|-----------------------------|-----------------|--------------------|----------------|
| EXPENDITURES | | | | | | |
| SALARIES & WAGES | 11,857,678 | 3,465,606 | 245,080 | | 8,082,098 | 64,894 |
| HEALTH BENEFITS | 2,795,992 | 868,687 | 67,043 | | 1,839,546 | 20,716 |
| RETIREMENTS | 2,627,451 | 715,786 | 55,405 | | 1,841,828 | 14,432 |
| OTHER FRINGE BENEFITS | 308,346 | 100,788 | 6,245 | | 199,722 | 1,591 |
| COMPUTER SERVICES | 385,898 | 115,052 | 2,259 | | 266,286 | 2,301 |
| CONTRACTUAL SERVICES | 20,592,895 | 2,454,452 | 337,716 | | 17,796,602 | 4,125 |
| RENTS | 648,194 | 244,470 | | | 403,724 | |
| COMMODITIES | 1,897,924 | 450,902 | 3,874 | | 1,443,148 | |
| GRANTS, SUBSIDIES, PENSIONS | 149,202,566 | 1,316,690 | 379,515 | | 147,506,361 | |
| BUILDING IMPROVEMENTS | 8,241,024 | | | | 8,241,024 | |
| TRANSFER TO OTHER FUNDS | 120,559 | 113 | 10,926 | | 109,520 | |
| TOTAL EXPENDITURES | 198,678,527 | 9,732,546 | 1,108,063 | | 187,729,859 | 108,059 |



DVEM Organizational Chart



DEPARTMENT OF DEFENSE, VETERANS AND EMERGENCY MANAGEMENT

ADMINISTRATIVE SERVICES DIVISION

MG DOUGLAS A. FARNHAM, COMMISSIONER/ADJ GENERAL
BG SCOTT A. YOUNG, DEPUTY COMMISSIONER

Central Office: CAMP CHAMBERLAIN, AUGUSTA, ME 04330
 Mail Address: 33 STATE HOUSE STATION, AUGUSTA, ME 04333-0033 FAX: (207) 626-4509
 Established: 1973 Telephone: (207) 430-6000
 Reference: Policy Area: 06 Umbrella: 15 Unit: 210A Citation: T0037B M.R.S.A., Sect.: 000000003
 Average Counts-All Positions: 3.000 Legislative Count: 3.00

PURPOSE:

The Administrative Services Division provides for centralized control in planning, data processing, budgeting, accounting, purchasing authorization, auditing, personnel management, affirmative action, training, and other administrative resources necessary to the general operations of the Department of Defense, Veterans and Emergency Management's various major programs and activities.

ORGANIZATION:

The Administrative Services Division originated from a nucleus of the Adjutant General's Department in 1973 as a result of the reorganization and consolidation of state agencies. Part of this action included the Bureaus of Veterans Services and Civil Defense now known as Maine Emergency Management Agency.

PROGRAM:

Bureau/Agency Directors and Program Managers assist the Commissioner in the various daily operations of the Department including the following tasks: developing biennial budget requests, annual work programs, and preparing financial and budget orders; initiating purchase requisitions/orders when appropriate; processing invoice and contract payments; participating in workers' compensation activities; billing for federal service contracts, and other funds due the State; maintaining revenue/expenditure ledgers, accounts receivable, and real property/capital equipment inventory control records; processing personnel actions including labor related activities; maintaining Bureau/Agency personnel and time records; providing training and orientation sessions for supervisory personnel and new employees; and conducting internal audit reviews and providing other administrative services as required.

Additionally, staff members offer a centrally coordinated information base to Program Managers to assist them in their daily operational decision-making process thereby enhancing management effectiveness through a much higher degree of control by those delegated that responsibility.

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| ADMINISTRATIVE SERVICES DIVISION | TOTAL FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|-------------------------------------|------------------------------|-----------------|-----------------------------|-----------------|------------------|---------------|
| EXPENDITURES | | | | | | |
| SALARIES & WAGES | 306,751 | 306,751 | | | | |
| HEALTH BENEFITS | 6,270 | 6,270 | | | | |
| RETIREMENTS | 2,253 | 2,253 | | | | |
| OTHER FRINGE BENEFITS | 25,098 | 25,098 | | | | |
| COMPUTER SERVICES | 12,576 | 12,576 | | | | |
| CONTRACTUAL SERVICES | 155,975 | 155,975 | | | | |
| RENTS | 11,250 | 11,250 | | | | |
| COMMODITIES | 199 | 199 | | | | |
| TOTAL EXPENDITURES | 520,372 | 520,372 | | | | |

MAINE EMERGENCY MANAGEMENT AGENCY

PETER J. ROGERS, DIRECTOR

MG DOUGLAS A. FARNHAM, COMMISSIONER/ADJ GENERAL

WATS: (800) 452-8735

Central Office: 45 COMMERCE CENTER, AUGUSTA, ME 04330

Mail Address: 72 STATE HOUSE STATION, AUGUSTA, ME 04333-0072 *FAX:* (207) 287-3178

Established: 1949

Telephone: (207) 624-4400

Reference: Policy Area: 06 *Umbrella:* 15 *Unit:* 214 *Citation:* T0037B *M.R.S.A., Sect.:* 000000701

Average Counts-All Positions: 30.000

Legislative Count: 30.00

PURPOSE:

The Maine Emergency Management Agency (MEMA) Mission Statement, which was updated in November 2018, states, "Through leadership, coordinate the protection of life, property, environment, and economy across all hazards by managing preparedness, mitigation, response and recovery efforts within the State." The MEMA Vision is "A Ready and Resilient Maine."

MEMA supports its mission and works to achieve its vision by coordinating the mitigation, preparedness, response, and recovery from disasters or catastrophes such as forest fire, floods, earthquakes, severe winter and summer storms, nuclear power accidents, hurricanes, and more. It also provides guidance and assistance to county and local governments in their efforts to provide protection to citizens and property.

MEMA's proactive public outreach efforts educate citizens on potential hazards and preparedness steps they can take to help become resilient individuals as well as keeps them informed of impending threats and safety and resource information during disasters.

MEMA's Homeland Security programs are integrated into its all-hazard mission. MEMA is the coordinating agency within state government for homeland security operational preparedness, response, recovery, and mitigation. Cybersecurity continues to be a focus for MEMA, working with the Office of Information Technology (OIT) within the Department of Administrative and Financial Services, the Maine State Police, Maine National Guard, and other partners to develop plans and procedures for managing cyber related incidents.

In accordance with Maine Revised Statute, Title 37-B, Chapter 13, Sub-chapter 1, MEMA has developed the Comprehensive Emergency Management Plan (CEMP) to provide a framework for state-level emergency management activities and to define how state government interfaces with other emergency management stakeholders, including local, county, and tribal governments, non-governmental organizations (NGOs), other states, the federal government, and the private sector.

ORGANIZATION:

MEMA was originally established under the Maine Civil Defense and Public Safety Act of 1949, which authorizes the Governor to establish, within the Executive Department, a Civil Defense and Public Safety Agency. A 1972 amendment, re-titled the Maine Civil Defense Act, caused the agency to be re-designated as the Bureau of Civil Defense within the Department of Military. In 1974, the Department of Military was re-designated as the Department of Defense and Veterans Services and the bureau name changed to the Bureau of Civil Emergency Preparedness. Public Law 1987, chapter 370, signed by the Governor on June 19, 1987, re-designated the Bureau of Civil Emergency Preparedness as the Maine Emergency Management Agency, effective September 29, 1987.

The Emergency Management Assistance Compact was enacted in 1998 and provides for, and facilitates the use of, mutual aid between states to cope with a disaster regardless of cause. The International Emergency Assistance Compact was enacted in 1999, to provide mutual aid among northeast states and eastern Canadian provinces. The Governor, through Executive Order, created the State Emergency Response Commission in April of 1987 to coordinate state government's role in carrying out Maine's planning and preparedness responsibilities for hazardous materials in compliance with Title III of the Federal Superfund Amendments and Reauthorization Act of 1986, Emergency Planning and Community Right-To-Know. MEMA carries out the planning and preparedness activities for the Commission.

DEPARTMENT OF DEFENSE, VETERANS AND EMERGENCY MANAGEMENT

MEMA also coordinates the State Homeland Security Advisory Council (HSAC) under the chairmanship of The Adjutant General, who is also the Governor's Homeland Security Advisor (HSA). The HSAC brings together law enforcement, public health, and other safety and security officials from state departments, as well as federal offices operating in Maine, to share information and brief on emerging Homeland Security issues.

MEMA coordinates state government operations with county and local governments for emergencies resulting from natural disaster, technological hazards or national security incidents. During an emergency, MEMA's effectiveness is dependent upon representatives from numerous state agencies staffing the State Emergency Operations Center. In addition, MEMA relies upon the county and local organizations throughout the state which are comprised of paid and volunteer personnel.

PROGRAM:

The federal government has been granting money to the states for civil emergency preparedness (emergency management) for more than 40 years. The Emergency Management Performance Grant (EMPG) has been the primary source of funding for EMA programs at the state, county and local levels since 1998. MEMA receives funding from the Federal Emergency Management Agency (FEMA) for administration and administrative services. In addition, MEMA distributes EMPG funds to 16 counties to support their emergency management programs. In addition to EMPG funding, MEMA also distributes State Homeland Security Grants and Operation Stonegarden grants for border protection. MEMA activities are additionally supported by the U.S. Department of Transportation (USDOT) Hazardous Materials Emergency Planning Grant and FEMA Dam Safety grant.

MEMA administers the Maine Dam Safety Program, which facilitates Emergency Action Planning with owners of all high and significant hazard dams in Maine, inspects state-regulated dams for both hazard and condition, and recommends action on inspection findings. The Program is funded by the state and FEMA grants. The principal grant is the National Dam Safety Program (NDSP) grant administered by FEMA.

PUBLICATIONS:

Preparedness and Educational Brochures, including:
 General Home and Family preparedness, hurricane, cybersecurity and identity theft, earthquake and tsunami preparedness, If You See Something, Say Something campaign.
 Web-based programmatic and educational information and materials, available at:
<http://www.maine.gov/mema>
<http://www.maineprepares.com>

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| MAINE EMERGENCY MANAGEMENT AGENCY | TOTAL FOR | | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|--------------------------------------|--------------------|------------------|-----------------------------|-----------------|--------------------|---------------|
| | ALL FUNDS | GENERAL FUND | | | | |
| EXPENDITURES | | | | | | |
| SALARIES & WAGES | 2,053,139 | 465,354 | 182,921 | | 1,404,864 | |
| HEALTH BENEFITS | 496,243 | 110,823 | 45,004 | | 340,416 | |
| RETIREMENTS | 475,509 | 106,004 | 42,402 | | 327,103 | |
| OTHER FRINGE BENEFITS | 47,330 | 10,485 | 4,574 | | 32,271 | |
| COMPUTER SERVICES | 250,050 | 29,991 | 2,259 | | 217,800 | |
| CONTRACTUAL SERVICES | 2,069,324 | 153,663 | 11,444 | | 1,904,217 | |
| RENTS | 323,439 | 64,510 | | | 258,929 | |
| COMMODITIES | 59,602 | 14,074 | 3,774 | | 41,754 | |
| GRANTS, SUBSIDIES, PENSIONS | 148,633,120 | 892,263 | 234,496 | | 147,506,361 | |
| TRANSFER TO OTHER FUNDS | 102,958 | 10 | 6,244 | | 96,704 | |
| TOTAL EXPENDITURES | 154,510,714 | 1,847,177 | 533,118 | | 152,130,419 | |

MILITARY BUREAU

MG DOUGLAS A. FARNHAM, COMMISSIONER/ADJ GENERAL
BG MATTHEW A. BOURASSA, ASST. ADJ GEN-AIR GUARD

Central Office: CAMP CHAMBERLAIN, AUGUSTA, ME 04330

Mail Address: 33 STATE HOUSE STATION, AUGUSTA, ME 04333-0033 *FAX:* (207) 626-4509

Established: 1972 *Telephone:* (207) 430-6000

Reference: Policy Area: 06 *Umbrella:* 15 *Unit:* 213 *Citation:* T0037B *M.R.S.A., Sect.:* 000000002

Average Counts-All Positions: 121.000 *Legislative Count:* 121.00

PURPOSE:

The Military Bureau provides the Army and Air National Guard with units organized, equipped, and trained to function efficiently at authorized federal strength. Units muster on order of the Governor to perform disaster relief, control of civil disturbance, or provide other support to civil authority as required. In the event of war or other national emergency, designated National Guard personnel will report for federal service on call of the President of the United States. Should the National Guard be federalized and moved out of State, other forces may be organized under 37-B MRSA, Chapter 3, to be known as the Maine State Guard.

The Military Bureau was created in July 1972, under state government reorganization legislation. It previously had been the Office of the Adjutant General, established in 1921 by the Maine Constitution. In the reorganization, the Governor, as Commander in Chief of the Maine militia, appointed the Adjutant General as administrative head of the Department of Military, Civil Defense and Veterans Services and as Director of the Military Bureau. The law has been revised several times to more appropriately reflect and meet the needs and actual functions of the Department. The most recent revisions have eliminated the requirement that the Director of the Military Bureau be the Deputy Adjutant General and changed Civil Defense to the Maine Emergency Management Agency (MEMA).

ORGANIZATION:

The Military Bureau's two components, the Army National Guard and the Air National Guard, both report to the Adjutant General and are collectively referred to as Maine National Guard. The Maine National Guard, as a professional military institution, performs a dual role. One role supports the State and the other supports the Nation. In support of the State, the Maine National Guard provides the people of Maine with a highly skilled and disciplined military force. These Soldiers and Airmen, when called upon by the Governor, assist other state agencies, as well as the private sector during times of floods, hurricanes, forest fires, snow emergencies, and other civic needs. In its other role, the Maine National Guard acts as a supplement to the active military. In this capacity, units of the Maine National Guard can be called to Active Duty by the President of the United States in support of national security.

PROGRAM:

The Maine Army National Guard has authorized strength of 1,918 Soldiers who serve across the State. In addition to their federal combat-focused capabilities, units of the Maine Army National Guard (MEARNG) provide support to local and state authorities. Domestic support capabilities include security forces, horizontal and vertical construction, debris removal, air and ground search and rescue, distribution and transportation, urgent medical care, hazardous material identification, and weapons of mass destruction response.

The MEARNG supported several missions this year. The 120th Regional Support Group returned from Poland where over 80 members supported Operation Atlantic Resolve. The 488th MP Company had 125 Soldiers returned from supporting the Southwest Border mission for a year. Several Aviation units have deployed to CENTCOM, AFRICOM, and NORTHCOM in support of both rotary and fixed wing missions. The 11 Weapons of Mass Destruction Civil Support Team (WMD-CST) continued support to local first responders at several high-profile events and was called out numerous times to respond to real world missions where suspected chemical agents were found. Our Cyber Team worked with our State Partnership Country of Montenegro following a cyber-attack and also deployed for a year in August 2023 in support of a Homeland Security mission. The Directorate of Facilities Engineering (DFE)

DEPARTMENT OF DEFENSE, VETERANS AND EMERGENCY MANAGEMENT

is responsible for operating, constructing, maintaining, and repairing over 150 buildings totaling over 1.5 million square feet. DFE executed \$13.4M of federal funds matched by only \$1.85M of state funds.

The Maine Air National Guard (MeANG) has authorized strength of 1,127 Airmen; has 19 units composed of a Wing, Groups, Squadrons, and Flights ready to serve in federal missions in areas of Air Refueling, Combat Communications, and Engineering Installations. The 101st Air Refueling Wing provides world-wide air refueling for all major combatant commands for the United States Air Force, United States Navy, United States Marine, Air Force Reserve, Air National Guard, and all North Atlantic Treaty Organization (NATO) countries. The 243rd Engineering Installation Squadron and 265th Combat Communications Squadron are co-located units in Southern Maine that are rapidly deployable anywhere in the world, in any conditions for engineering and expeditionary communications. In fiscal year 2022-23, the MeANG deployed 241 personnel to all points around the globe, maintained alert aircraft and crews 24 hours a day, 7 days a week and processed 6.7 million gallons of jet fuel between in-flight and ground refueling missions both in the continental United States and overseas. The MeANG is ready to support sister services and state, federal, and regional partners to protect lives and property of the citizens of Maine and to preserve peace, order, and public safety under the orders of the Governor of Maine.

PUBLICATIONS:

The Maine National Guard (MENG) Public Affairs Officer (PAO) distributes press releases on Army and Joint activity through ReadMedia Newswire (readmedia.com) to local print and broadcast outlets. The Defense Visual Information Distribution System (DVIDShub.net) is also used for material that may garner a wider national audience. The MENG PAO maintains official MENG Facebook, X (formerly Twitter), and Instagram accounts, as well as monitors downtrace unit social media activity. The MeANG's 101st Air Refueling Wing Public Affairs Office also maintains Facebook and X accounts, distributes public affairs content through DVIDS, as well as produces a podcast that is made available through iHeartRadio, Spotify, and iTunes. Army and Air family programs both create newsletters for their members, as do most individual units. Additionally, the PAO and/or a senior leader or program manager appears monthly on a statewide talk radio program to discuss current events within the Maine National Guard.

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| MILITARY BUREAU | TOTAL FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|-----------------------------|---------------------|------------------|-----------------------|--------------|-------------------|----------------|
| EXPENDITURES | | | | | | |
| SALARIES & WAGES | 7,235,033 | 588,829 | 62,158 | | 6,519,152 | 64,894 |
| HEALTH BENEFITS | 1,663,364 | 160,194 | 22,039 | | 1,460,415 | 20,716 |
| RETIREMENTS | 1,631,403 | 127,883 | 13,003 | | 1,476,085 | 14,432 |
| OTHER FRINGE BENEFITS | 182,155 | 15,420 | 1,671 | | 163,473 | 1,591 |
| COMPUTER SERVICES | 64,200 | 14,162 | | | 47,737 | 2,301 |
| CONTRACTUAL SERVICES | 17,513,654 | 1,517,570 | 289,838 | | 15,702,121 | 4,125 |
| RENTS | 183,546 | 43,674 | | | 139,872 | |
| COMMODITIES | 1,709,218 | 368,164 | 100 | | 1,340,954 | |
| GRANTS, SUBSIDIES, PENSIONS | 149,350 | 149,350 | | | | |
| BUILDING IMPROVEMENTS | 8,241,024 | | | | 8,241,024 | |
| TRANSFER TO OTHER FUNDS | 3,740 | | 3,740 | | | |
| TOTAL EXPENDITURES | 38,576,687 | 2,985,246 | 392,549 | | 35,090,833 | 108,059 |

BUREAU OF MAINE VETERANS' SERVICES

DAVID RICHMOND, DIRECTOR

MG DOUGLAS A. FARNHAM, COMMISSIONER/ADJ GENERAL

Central Office: CAMP KEYES, AUGUSTA, ME 04330

Mail Address: 117 STATE HOUSE STATION, AUGUSTA, ME 04333-0117 *FAX:* (207) 626-4471

Established: 1947

Telephone: (207) 287-7020

Reference: Policy Area: 06 *Umbrella:* 15 *Unit:* 215 *Citation:* T0037B *M.R.S.A., Sect.:* 000000501

Average Counts-All Positions: 48.000

Legislative Count: 48.00

PURPOSE:

The Maine Bureau of Veterans' Services provides support to Maine's estimated 106,000 veterans and their dependents to connect them to state, federal, and U.S. Department of Veterans' Affairs resources. These veterans' benefits include, but are not limited to advocacy, veteran and constituent briefings, housing, medical and hospital care, educational aid and compensation, vocational rehabilitation, employment, nursing homes, and burials. The Bureau's 7 field offices are staffed by a team consisting of a Veterans Services Officer (VSO) and an assistant. The offices are located throughout the State and provide support to veterans statewide; 3 of which are co-located with the U.S. Department of Veterans' Affairs at the Togus Regional Office, the Vet Center in Lewiston, and the Bangor Community Based Outpatient Clinic. VSOs cover districts and travel to 19 itinerant office sites at least 4 times a month to reach as many of Maine's veterans as possible with 2 Mobile/Traveling VSOs.

The Central Office, located at Camp Keyes in Augusta consists of the Office of the Director and staff, Central Claims Office, and the State Approving Agency. These sections administer claims support, quality control, appeals advocacy program, educational benefits, provide disabled hunting and fishing licenses, maintain records of military service, issue park and museum passes, process applications for Gold Star license plates, coordinate services for homeless veterans, oversee the Maine Veterans' Dental Network, and organize outreach events and strategic partnerships. Under the Bureau of Maine Veterans' Services is the Maine Veterans' Memorial Cemetery System which provides for the burial and perpetual care of eligible veterans and their dependents.

The Bureau administers the Honoring a Veteran from a Grateful State Program which recognizes the service and sacrifice of Maine's veterans. The Director sits on the Board of Trustees for the Maine Veterans' Homes, the Executive Council of the Governing Body for the VA (Veterans Administration) Maine Healthcare System, the Statewide Homeless Council, the State Workforce Board Veterans Employment Committee, and serves as the primary public advocate for Maine veterans and their families.

ORGANIZATION:

After the Civil War, services to veterans were provided through specific acts or laws. The earliest coordinated services were represented by the Soldier Board of 1919. The Bureau of Veterans' Services was created by Council Order in 1945, as the Division of Veterans' Affairs. The agency received authorization in 1947 and was established with a state office and 7 local offices. In 1950, a claims office was established at the VA Center at Togus. The Division was renamed the Department of Veterans Services in 1963. In the spring of 1970, the Maine Veterans' Memorial Cemetery became operational. Under reorganization legislation of 1972, the agency was placed within the new Department of Military, Civil Defense and Veterans' Services which, in 1974, was re-designated the Department of Defense and Veterans' Services.

PROGRAM:

CLAIMS SERVICE. The 7 regional offices during FY23 filed 1,937 claims with the U.S. Department of Veterans' Affairs. The Claims Office at Togus, acting as the advocate for veterans, filed 1,945 new Powers of Attorney on the behalf of veterans and/or their dependents. Actions taken by the Bureau have resulted in 1,158 new awards or recoveries totaling \$34,999,458.60 by the U.S. Department of Veterans Affairs. The Bureau also maintains the discharge records of Maine veterans who were discharged from service in the Armed Forces of the United States and makes those records available to veterans and their families free of charge.

DEPARTMENT OF DEFENSE, VETERANS AND EMERGENCY MANAGEMENT

VETERANS DEPENDENTS EDUCATIONAL BENEFITS. Dependents of permanent and totally disabled veterans may be eligible for free tuition at a state supported institution. During FY23 there were 336 students enrolled in the program, valued at \$1,999,513, across 15 University of Maine System schools. The top 3 schools by amount of tuition waived were the University of Southern Maine, the University of Maine, and the University of Maine Augusta.

MAINE VETERANS' MEMORIAL CEMETERY SYSTEM. The Maine Veterans Memorial Cemetery System serves veterans throughout Maine with 2 cemeteries in Augusta, one in Caribou, and one in Springvale. During FY23 1,071 burials were conducted and a total of 31,971 persons have been buried in the cemetery system since its inception in 1970. In FY23, 316 reservations for burial were made. At the end of the year there were 2,915 reservations for future burial on file.

STATE APPROVING AGENCY. The Maine State Approving Agency (MESAA) approves educational courses and programs at over 300 educational institutions, training facilities, and branch campuses in Maine so that individuals can use their GI Bill educational benefits. MESAA works to ensure that every veteran and eligible person who enters a MESAA approved educational facility receives quality instruction, appropriate administration, and fair and equitable practice. While previously housed at the University of Maine System, the MESAA was relocated to the Bureau of Maine Veteran's Services in July of 2021 due to legislative changes. In FY23 the MESAA approved 2,421 higher education programs, 29 non-college degrees, 15 apprenticeships, and 12 flight training programs for a total of 2,477.

VETERANS HOMELESSNESS PREVENTION COORDINATION. The Veterans Homelessness Prevention Coordination program provides services to homeless veterans as well as those at-risk. During FY23 this program and partner agencies hosted 4 homeless stand downs in Ellsworth, Togus, Portland, and Springvale to provide housing services, clothing, sleeping bags, gas cards, non-perishable food, and hygiene items for 71 veterans and their families. Partners included the VA Maine Healthcare System, VA Maine Homeless Veterans Program, Veterans Benefits Administration, Maine Vet Center System, Veterans of Foreign Wars, Operation Brotherhood, Elks Lodge, Maine Veterans in Need, Maine Department of Labor Career Centers, Volunteers of America Northern New England, Preble Street, and V.E.T.S. Trailers.

VETERANS' EMERGENCY FINANCIAL ASSISTANCE. The Veterans' Emergency Financial Assistance Program is done through 2 vendors: American Legion and Easterseals-Maine. During FY23 about \$250,000 was used to assist 216 Maine veterans in need, 108 of whom experiencing housing insecurities, by providing a maximum grant of \$2,000 paid directly to a vendor.

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| BUREAU OF MAINE VETERANS' SERVICES | TOTAL FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|------------------------------------|---------------------|------------------|-----------------------|--------------|----------------|------------|
| EXPENDITURES | | | | | | |
| SALARIES & WAGES | 2,262,753 | 2,104,672 | | | 158,081 | |
| HEALTH BENEFITS | 630,115 | 591,400 | | | 38,715 | |
| RETIREMENTS | 518,286 | 479,647 | | | 38,639 | |
| OTHER FRINGE BENEFITS | 53,764 | 49,786 | | | 3,978 | |
| COMPUTER SERVICES | 59,072 | 58,323 | | | 749 | |
| CONTRACTUAL SERVICES | 853,941 | 627,244 | 36,433 | | 190,264 | |
| RENTS | 129,958 | 125,035 | | | 4,923 | |
| COMMODITIES | 128,904 | 68,465 | | | 60,439 | |
| GRANTS, SUBSIDIES, PENSIONS | 420,097 | 275,078 | 145,019 | | | |
| TRANSFER TO OTHER FUNDS | 13,861 | 103 | 942 | | 12,816 | |
| TOTAL EXPENDITURES | 5,070,751 | 4,379,753 | 182,394 | | 508,604 | |

DEPARTMENT OF ECONOMIC AND COMMUNITY DEVELOPMENT

DEPARTMENT OF ECONOMIC AND COMMUNITY DEVELOPMENT

HEATHER JOHNSON, COMMISSIONER
DENISE GARLAND, DEPUTY COMMISSIONER

Central Office: CROSS OFFICE BLDG, 3RD FLOOR, AUGUSTA, ME 04330
Mail Address: 59 STATE HOUSE STATION, AUGUSTA, ME 04333-0059 *FAX:* (207) 287-2861
Established: 1987 *Telephone:* (207) 624-9805
Reference: Policy Area: 01 *Umbrella:* 19 *Unit:* 100 *Citation:* T0005 *M.R.S.A., Sect.:* 000013053
Average Counts-All Positions: 36.000 *Legislative Count:* 36.00

Units:

OFFICE OF BUSINESS DEVELOPMENT
MAINE STATE FILM COMMISSION
MAINE STATE FILM OFFICE
OFFICE OF INNOVATION

MAINE SMALL BUSINESS AND ENTREPRENEURSHIP
COMMISSION
OFFICE OF TOURISM
OFFICE OF COMMUNITY DEVELOPMENT

PURPOSE:

The Department of Economic and Community Development is responsible for administering Maine's programs related to business growth, community development, broadband expansion, tourism, and film promotion. These programs fall within five divisions: The Office of the Commissioner, the Office of Business Development and Innovation, the Office of Tourism and Film, the Office of Community Development and the ConnectMaine Authority. In most cases, the Department's programs require a significant amount of interaction with other organizations in the public and private sectors.

The Office of the Commissioner is responsible for policy development, including legislative activities and participation on numerous boards, commissions, and task forces; financial management, including purchasing, contracting and human resources; facilities management; and the development and implementation of the State Economic Development Strategic Plan and several grant programs.

ORGANIZATION:

The Department traces its roots back to the Maine Development Commission which was established in 1933. A reorganization in 1955 created the Department of Development of Industry and Commerce, and further reorganization in 1957 established the agency as the Department of Economic Development. In 1971, another reorganization reconstituted the Department as the Department of Commerce and Industry, and shortly thereafter, in 1975, the Department was abolished and many of its functions transferred to other agencies. As part of this process, the State Development Office was established within the Executive Department and assumed responsibility for Maine's general business development functions. On October 1, 1987, the State Development Office was abolished and replaced by the newly established Department of Economic and Community Development, which also assumed the development-related activities of the State Planning Office and the Department of Conservation. In 1995, the Department transferred its Natural Areas, Growth Management, Coastal Zone Management and Code Enforcement programs to the State Planning Office and the Department of Conservation.

In 1996, the Department was reorganized for efficiency by consolidating the Energy Conservation Division within the Office of Business Development. This reorganization also shifted the Department's primary accounting, personnel and information services functions to the Department of Administrative and Financial Services under a "clustering" arrangement, and established the Maine International Trade Center, which assumed the Department's international commerce functions. In 1999, the Legislature established the Maine Technology Institute with the purpose of coordinating grants to businesses to commercialize new products and processes. The Directors of the Maine Technology Institute and the Maine International Trade Center are employees of the Department of Economic and Community Development. In 2004, the Energy Resource and Conservation programs were transferred to the Public Utilities Commission as a part of their energy office. The Department underwent a reorganization in 2003 when the Office of Innovation was established to support research and development throughout the State. In 2006, the Legislature created the Office of Small Business and Entrepreneurship in realigning the small business programs in the Office of Business Development, but this office was left vacant by budget cuts in 2008. In 2012, after the State Planning Office was abolished, The Department acquired the

DEPARTMENT OF ECONOMIC AND COMMUNITY DEVELOPMENT

Code Enforcement Training and Certification Program and oversight of the State-owned landfill properties. In 2019, the Code Enforcement Training and Certification Program was transferred to the Department of Public Safety and in 2021, oversight of the state-owned landfill properties was transferred to the Bureau of General Services in the Department of Administrative and Financial Services.

PROGRAM:

For more program information pertaining to Department of Economic and Community Development, please visit the Department's website at www.maine.gov/decd.

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| DEPARTMENT SUMMARY | TOTAL FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|-----------------------------|---------------------|-------------------|-----------------------|--------------|-------------------|---------------|
| EXPENDITURES | | | | | | |
| SALARIES & WAGES | 3,097,553 | 1,800,242 | 786,482 | | 510,829 | |
| HEALTH BENEFITS | 563,653 | 325,660 | 138,535 | | 99,458 | |
| RETIREMENTS | 698,855 | 401,689 | 172,582 | | 124,584 | |
| OTHER FRINGE BENEFITS | 83,866 | 56,373 | 19,888 | | 7,605 | |
| COMPUTER SERVICES | 345,810 | 263,394 | 82,416 | | | |
| CONTRACTUAL SERVICES | 24,981,030 | 7,985,374 | 14,341,346 | | 2,654,310 | |
| RENTS | 42,638 | 2,381 | 40,257 | | | |
| COMMODITIES | 29,659 | 22,527 | 7,132 | | | |
| GRANTS, SUBSIDIES, PENSIONS | 81,409,351 | 2,847,612 | 4,073,700 | | 74,428,916 | 59,123 |
| TRANSFER TO OTHER FUNDS | 132,918 | 29,011 | 47,060 | | 56,847 | |
| TOTAL EXPENDITURES | 111,385,333 | 13,734,263 | 19,709,398 | | 77,882,549 | 59,123 |

| DEPARTMENT OF ECONOMIC AND COMMUNITY DEVELOPMENT | TOTAL FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|--|---------------------|------------------|-----------------------|--------------|-------------------|------------|
| EXPENDITURES | | | | | | |
| SALARIES & WAGES | 1,069,261 | 828,815 | | | 240,446 | |
| HEALTH BENEFITS | 203,658 | 154,800 | | | 48,858 | |
| RETIREMENTS | 244,290 | 175,286 | | | 69,004 | |
| OTHER FRINGE BENEFITS | 32,039 | 28,565 | | | 3,474 | |
| COMPUTER SERVICES | 20,920 | 18,581 | 2,339 | | | |
| CONTRACTUAL SERVICES | 374,631 | 175,890 | 478 | | 198,263 | |
| RENTS | 360 | 360 | | | | |
| COMMODITIES | 10,897 | 10,897 | | | | |
| GRANTS, SUBSIDIES, PENSIONS | 39,987,534 | 1,704,573 | 1,550,000 | | 36,732,961 | |
| TRANSFER TO OTHER FUNDS | 12,667 | 11 | 108 | | 12,548 | |
| TOTAL EXPENDITURES | 41,956,257 | 3,097,778 | 1,552,925 | | 37,305,554 | |

**OFFICE OF BUSINESS DEVELOPMENT
CHARLOTTE MACE, DIRECTOR**

Central Office: 111 SEWALL STREET, AUGUSTA, ME 04333-0059
 Mail Address: 59 STATE HOUSE STATION, AUGUSTA, ME 04333-0059 FAX: (207) 287-2861
 Established: 1987 Telephone: (207) 624-7448
 Reference: Policy Area: 01 Umbrella: 19 Unit: 499 Citation: T0005 M.R.S.A., Sect.: 000013061
 Average Counts-All Positions: 8.000 Legislative Count: 8.00

PURPOSE:

The Office of Business Development's (OBD) mission is to foster business start-up, growth, expansion, and retention and to increase quality employment opportunities for Maine citizens. OBD works in partnership with the business community and a system of regional and local development agencies to provide resources, technical assistance and financial tools necessary to attract and encourage new investment, as well as create and retain quality jobs. OBD is responsible for assisting businesses in all aspects of business development including market attraction and domestic trade.

DEPARTMENT OF ECONOMIC AND COMMUNITY DEVELOPMENT

ORGANIZATION:

OBD includes two major functional areas: business assistance and business development. These areas also include the administration of Tax Incentives programs, Business Answers and assistance for companies in all stages of maturity from start-ups to large industry.

PROGRAM:

TAX INCENTIVES PROGRAMS: The Tax Incentives program oversees three major tax incentives: the Pine Tree Development Zone program (PTDZ), which offers a variety of incentives for new or expanding businesses to assist them in creating new, well-paying jobs; the Employment Tax Increment Financing program (ETIF), by which employers are reimbursed a percentage of qualified, net-new employees' state withholding taxes; and the Tax Increment Financing program (TIF), which is driven by municipalities choosing to leverage new property taxes to drive economic growth, job creation, and infrastructure improvements.

BUSINESS ASSISTANCE: The Business Answers Program responds to approximately 180 telephone and e-mail inquiries per month regarding doing business in Maine. This includes a One-Stop Business License Center and the online Business Licensing Assistant at <https://apps.web.maine.gov/cgi/online/businessanswers/index.pl>. The Maine Small Business and Entrepreneurship Commission funds and oversees the Maine Small Business Development Centers program.

BUSINESS DEVELOPMENT: Facilitates business and job growth through business attraction, expansion, and retention activity. Staff provides information directly to businesses on incentive programs, technical assistance, and information on labor, wages, taxes, transportation, utilities, and environmental regulations. Assistance is also provided for site location; financial opportunities through federal, state, and local financing programs; and training opportunities through federal and state training programs.

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| OFFICE OF BUSINESS DEVELOPMENT | TOTAL FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|--------------------------------|---------------------|------------------|-----------------------|--------------|----------------|------------|
| EXPENDITURES | | | | | | |
| SALARIES & WAGES | 643,848 | 643,848 | | | | |
| HEALTH BENEFITS | 125,117 | 125,117 | | | | |
| RETIREMENTS | 166,891 | 166,891 | | | | |
| OTHER FRINGE BENEFITS | 15,445 | 15,445 | | | | |
| COMPUTER SERVICES | 224,702 | 224,702 | | | | |
| CONTRACTUAL SERVICES | 435,226 | 435,226 | | | | |
| RENTS | 1,624 | 1,624 | | | | |
| COMMODITIES | 10,742 | 10,742 | | | | |
| GRANTS, SUBSIDIES, PENSIONS | 846,039 | 209,205 | | | 636,834 | |
| TRANSFER TO OTHER FUNDS | 29,000 | 29,000 | | | | |
| TOTAL EXPENDITURES | 2,498,634 | 1,861,800 | | | 636,834 | |

**MAINE STATE FILM COMMISSION
VACANT , DIRECTOR**

Central Office: 111 SEWALL STREET, AUGUSTA, ME 04330
 Mail Address: STATE HOUSE STATION 59, AUGUSTA, ME 04333-0059 FAX: (207) 287-5701
 Established: 1987 Telephone: (207) 624-9828
 Reference: Policy Area: 01 Umbrella: 19 Unit: 505 Citation: T0005 M.R.S.A., Sect.: 000013090H

PURPOSE:

The Maine Film Commission is an 11-member advisory board appointed by the Governor that supports, advises, and assists the Maine Film Office with respect to Title 5 §13090-H and §13090-I and recommends rules for the implementation of the provisions relating to the promotion of filming activities in the State.

DEPARTMENT OF ECONOMIC AND COMMUNITY DEVELOPMENT

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

**MAINE STATE FILM OFFICE
VACANT , DIRECTOR**

Central Office: 111 SEWALL STREET, AUGUSTA, ME 04330
Mail Address: 59 STATE HOUSE STATION, AUGUSTA, ME 04333-0059 *FAX:* (207) 624-5701
Established: 1996 *Telephone:* (207) 624-9828
Reference: Policy Area: 01 Umbrella: 19 Unit: 588 Citation: T0005 M.R.S.A., Sect.: 0000130901

PURPOSE:

The Maine State Film Office is responsible for undertaking a program of film promotion and is the official liaison between the film industry, state agencies, and production companies.

ORGANIZATION:

The Maine Film Office is comprised of one director position and is a division within the Maine Office of Tourism at the Department of Economic and Community Development. An eleven-member commission appointed by the Governor serves in an advisory capacity to the Film Office.

PROGRAM:

The Maine Film Office manages projects and programs to: increase production in Maine; promote Maine communities as film locations; and encourage productions to hire and buy local, deepening the economic impact in Maine. The Film Office also administers the Maine visual media incentive program designed to attract out-of-state productions and help in-state production companies.

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

**OFFICE OF INNOVATION
BRIAN WHITNEY, PRESIDENT**

Central Office: 8 VENTURE AVE, BRUNSWICK, ME 04011
Mail Address: 8 VENTURE AVE, BRUNSWICK, ME 04011 *FAX:* (207) 582-4772
Established: 2004 *Telephone:* (207) 582-4790
Reference: Policy Area: 01 Umbrella: 19 Unit: 631 Citation: T0005 M.R.S.A., Sect.: 000013105
Average Counts-All Positions: 2.000 *Legislative Count:* 2.00

PURPOSE:

The Office of Innovation, through the Maine Technology Institute (MTI), encourages and coordinates the State's research and development activities to foster collaboration among the State's higher education and nonprofit research institutions and the business community. The Office promotes, evaluates, and supports research and development relevant to the State including: technology transfer activities to increase the competitiveness of businesses and public institutions of higher education in the State; the development of new commercial products and the fabrication of such products in the State through the Maine Technology Institute and the Technology Centers; research opportunities that create sustained, inter-institutional multidisciplinary efforts; and coordinating cooperative efforts among government agencies, the private sector and universities and colleges on research and development relevant to Maine.

ORGANIZATION:

The Office manages the Maine Experimental Program to Stimulate Competitive Research (EPSCoR) (5 MRSA §13110), prepares the biennial science and technology

DEPARTMENT OF ECONOMIC AND COMMUNITY DEVELOPMENT

plan (5 MRSA §13106) and coordinates the Technology Centers (5 MRSA §15322).

The Technology Centers are established to support the early-stage development of technology-based businesses.

MTI (5 MRSA §15302), a separate nonprofit corporation that is funded through the Office of Innovation, stimulates and supports research and development activity leading to the commercialization of new products and services in the State's technology-intensive industrial sectors.

The Director works with the Maine Innovation Economy Advisory Board (10 MRSA §949) to coordinate the State's research and development activities and to foster collaboration among its higher education and nonprofit research institutions and members of the business community. In addition, the Board develops and implements the State's Science and Technology Action Plan.

PROGRAM:

The goals of the Technology Centers are to accelerate the development of these businesses through one-on-one technical assistance, peer networks, classroom, or other training on subjects unique to technology commercialization and the management of high-growth enterprises, mentorship programs that link senior technology executives with entrepreneurs, and other networking opportunities. The Centers complement the State's other investments in research and development by providing a supportive environment for new technology-intensive businesses. The goals of the Centers include the retention of successful start-up businesses in the State, the improvement of opportunities for workers through the creation of technologically advanced jobs and the encouragement of private-sector initiatives.

MTI serves as the State's champion for the creation of a culture of innovation and entrepreneurship. Its strategy is based upon three themes: Fund, Connect, and Grow. It provides funding to companies, engaged in the development of technology, connects them to the resources they need, and helps them grow. MTI's investments focus on the sectors of Aquaculture & Marine Technology; Biotechnology; Composites & Advanced Materials; Environmental Technologies; Forest Products & Agriculture; Information Technology; and Precision Manufacturing. MTI works in partnership with a wide variety of organizations focused on Technology-Based Economic Development (TBED) and entrepreneurial development and serves as the leader in this arena to combine, and coordinate, all of these efforts to increase investment, company payrolls, sales revenues as well as to further develop a base of intellectual and scientific knowledge. MTI offers a suite of funding opportunities to support technology-based economic development.

MTI is a publicly-funded and industry-led 501(c) (3) non-profit managed by a Board of Directors appointed by the Governor, with specific requirements for sector representation, financial expertise, the Chancellor of the University of Maine, the President of the Maine Community College System, the Commissioner of the Department of Economic and Community Development (DECD), and the Director of the Governor's Office of Policy, Innovation and the Future. MTI staff members are not state employees. The budget includes funding for a position at DECD and a position who serves as the President of the MTI as well as pass-through funding in support of its operations. It also allocates and manages investments in the State's technology assets as provided through voter-approved bonds.

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| OFFICE OF INNOVATION | TOTAL FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|-----------------------------|---------------------|------------------|-----------------------|--------------|-------------------|---------------|
| EXPENDITURES | | | | | | |
| SALARIES & WAGES | 202,315 | 202,315 | | | | |
| HEALTH BENEFITS | 23,347 | 23,347 | | | | |
| RETIREMENTS | 32,987 | 32,987 | | | | |
| OTHER FRINGE BENEFITS | 9,755 | 9,755 | | | | |
| COMPUTER SERVICES | 417 | 417 | | | | |
| CONTRACTUAL SERVICES | 6,572,814 | 6,572,814 | | | | |
| GRANTS, SUBSIDIES, PENSIONS | 25,773,554 | 249,150 | 268,040 | | 25,197,241 | 59,123 |
| TOTAL EXPENDITURES | 32,615,189 | 7,090,785 | 268,040 | | 25,197,241 | 59,123 |

DEPARTMENT OF ECONOMIC AND COMMUNITY DEVELOPMENT

MAINE SMALL BUSINESS AND ENTREPRENEURSHIP COMMISSION

CHARLOTTE MACE, DIRECTOR

Central Office: 111 SEWALL STREET, AUGUSTA, ME 04330
 Mail Address: 59 STATE HOUSE STATION, MAINE, ME 04333-0059 FAX: (207) 287-2861
 Established: 1990 Telephone: (207) 624-7448
 Reference: Policy Area: 01 Umbrella: 19 Unit: 536 Citation: T0005 M.R.S.A., Sect.: 000013032

PURPOSE:

The Maine Small Business and Entrepreneurship Commission negotiates, approves, and oversees the annual contract with the US Small Business Administration's identified administrative unit, which administers the Maine Small Business Development Centers program. Additionally, the Commission is responsible for the review and evaluation of state small business assistance programs, and for advising the Governor, Legislature and the Commissioner of the Department of Economic and Community Development with respect to these programs.

ORGANIZATION:

The Commission consists of the Commissioner of the Department of Economic and Community Development or the Commissioner's designee; the Chief Executive Officer of the Finance Authority of Maine the Chief Executive Officer's designee; a designee of the administrative unit; three public members appointed by the Commissioner of the Department of Economic and Community Development; the Chair of the Maine Small Business Development Centers (Maine SBDC) Advisory Council and the House and Senate chairs of the joint standing committee of the Legislature having jurisdiction over innovation, development, economic advancement and business matters.

PROGRAM:

The most comprehensive statewide program of small business assistance available in the State of Maine is delivered through the Maine SBDC network headquartered at the University of Southern Maine (USM). The Maine SBDC program receives funding through the Maine Small Business and Entrepreneurship Commission with the balance provided by the U.S. Small Business Administration, the USM School of Business, and local hosting organizations.

Utilizing its 14 certified business advisors at contracted host organizations, the Maine SBDC offers advice, technical assistance, hosts workshops, and provides assistance on how best to access capital to start-up or existing small businesses in Maine. For more information, contact the Maine SBDC Office at (207)780-4420 or visit their website at www.mainesbdc.org.

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| MAINE SMALL BUSINESS AND ENTREPRENEURSHIP COMMISSION | TOTAL | | SPECIAL | | | |
|---|-----------|---------|---------|---------|---------|-------|
| | FOR | GENERAL | REVENUE | HIGHWAY | FEDERAL | MISC |
| EXPENDITURES | ALL FUNDS | FUND | FUNDS | FUND | FUNDS | FUNDS |
| GRANTS, SUBSIDIES, PENSIONS | 683,684 | 683,684 | | | | |
| TOTAL EXPENDITURES | 683,684 | 683,684 | | | | |

OFFICE OF TOURISM

STEVE LYONS, DIRECTOR

Central Office: 111 SEWALL STREET, AUGUSTA, ME 04330 TTY: (877) 624-6331
 Mail Address: 59 STATE HOUSE STATION, AUGUSTA, ME 04333-0059 FAX: (207) 287-8070
 Established: 2003 Telephone: (207) 624-9815
 Reference: Policy Area: 01 Umbrella: 19 Unit: 501 Citation: T0005 M.R.S.A., Sect.: 13090C
 Average Counts-All Positions: 10.00 Legislative Count: 10.00

DEPARTMENT OF ECONOMIC AND COMMUNITY DEVELOPMENT

PURPOSE:

The Office of Tourism was created by law to serve as a single, official entity on state tourism policy with the authority to implement marketing, management, and research programs. The Office's broad directive is to promote Maine as a four-season destination to both consumers and the travel trade. The Office includes the Maine Film Office which is responsible for the promotion of Maine as a location for film and video production.

To accomplish its mission, the Office is authorized to: conduct research to determine market demand; implement public relations and promotional programs designed to market Maine's travel-product; print materials as needed to fulfill requests for information about Maine by consumers and the travel trade; encourage the development of travel-product facilities and attractions; operate tourist information centers; serve as a liaison between private industry groups and local, state, and federal agencies involved in tourism promotion and development; and provide basic support and discretionary grants to regional tourism agencies.

ORGANIZATION:

The Office of Tourism includes the Office of Outdoor Recreation that is responsible for strengthening Maine's outdoor recreation economy and coordinating its promotion with the private sector and the state's natural resource agencies - Department of Agriculture, Conservation and Forestry and Department of Inland Fisheries and Wildlife.

The Office is supervised by the Director of Tourism, who oversees the activities of six professional and one support staff, and one professional person in the Maine Film Office.

PROGRAM:

MARKETING RESEARCH: Annual evaluation of visitors to Maine and their economic impact to the state includes estimated number of visitors; estimated direct expenditures by visitors; source markets (where they are from); activities in which they participate; region of the state they are visiting; demographic information; economic impact of tourism; and review of tourism and economic trends.

MARKETING AND COMMUNICATIONS: A year-round campaign to promote and support the state's tourism industry includes paid and earned media marketing channels and travel shows. Paid media channels include television, print, digital, radio, and out-of-home advertising. Earned media channels include social media, press releases, hosting press trips and influencers, and domestic and international travel and trade shows.

GRANT PROGRAMS: Provide basic support and discretionary matching grants to local, regional, and statewide nonprofit agencies. In FY23, the Office awarded grants in four categories: Regional Marketing Grants, Small Communities Grants, Enterprise Grants, and Special Events Grants. A complete list of grant recipients may be viewed at [MOTPartners.com](https://motpartners.com) (<https://motpartners.com/programs-services/marketing-grants/>).

REGIONAL MARKETING GRANTS: \$1,600,000 awarded to the eight designated tourism regions for marketing projects.

MAINE COMMUNITIES GRANT PROGRAMS: \$12,500 provided support for tourism focused, community-oriented marketing projects and events.

ENTERPRISE MARKETING GRANTS: \$157,900 provided support for tourism marketing initiatives that will increase visitation to the applying organization. Applications are awarded a minimum amount of \$2,500 and a maximum amount of \$10,000.

SPECIAL EVENT GRANTS: provides marketing funds to assist existing events expand their audience to attract overnight visitation.

SPECIAL PROJECT GRANTS: \$223,350 provided for marketing and support of Maine tourism.

VISITOR INFORMATION: the Office provided oversight of the state visitor information centers through contract management and fulfilled requests for visitor information.

DEPARTMENT OF ECONOMIC AND COMMUNITY DEVELOPMENT

INDUSTRY EDUCATION AND TRAINING: hosted the annual Governor's Conference on Tourism convening Maine tourism stakeholders to learn about marketing trends, the Office of Tourism marketing campaign, and networking opportunities with other industry members; hosted quarterly stakeholder meetings to update industry members on marketing programs, research, and trends; and consulted with community groups throughout the State, providing guidance for developing the communities into places that can meet travelers' expectations.

In FY23, Maine Revenue Service reported \$3,664,463,600 in Restaurant Taxable Sales, an increase of 9.1% over FY22. Lodging Taxable Sales were \$1,701,939,400 for the same period, an increase of 6.3% from the previous fiscal year.

LICENSES:
None.

PUBLICATIONS:
The Maine Thing Quarterly electronic magazine; International Lure brochure; Maine Birding Trail brochure.

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| OFFICE OF TOURISM | TOTAL FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|-----------------------------|------------------------------|-----------------|-----------------------------|-----------------|------------------|---------------|
| EXPENDITURES | | | | | | |
| SALARIES & WAGES | 752,833 | | 752,833 | | | |
| HEALTH BENEFITS | 135,112 | | 135,112 | | | |
| RETIREMENTS | 165,170 | | 165,170 | | | |
| OTHER FRINGE BENEFITS | 19,222 | | 19,222 | | | |
| COMPUTER SERVICES | 79,314 | | 79,314 | | | |
| CONTRACTUAL SERVICES | 16,641,094 | | 14,241,445 | | 2,399,649 | |
| RENTS | 40,257 | | 40,257 | | | |
| COMMODITIES | 7,132 | | 7,132 | | | |
| GRANTS, SUBSIDIES, PENSIONS | 2,210,597 | | 2,210,597 | | | |
| TRANSFER TO OTHER FUNDS | 37,760 | | 36,413 | | 1,347 | |
| TOTAL EXPENDITURES | 20,088,491 | | 17,687,495 | | 2,400,996 | |

OFFICE OF COMMUNITY DEVELOPMENT
DEBORAH JOHNSON, DIRECTOR

Central Office: 111 SEWALL STREET, AUGUSTA, ME 04330
 Mail Address: 59 STATE HOUSE STATION, AUGUSTA, ME 04333-0059 FAX: (207) 287-8070
 Established: 1987 Telephone: (207) 624-9817
 Reference: Policy Area: 01 Umbrella: 19 Unit: 498 Citation: T0005 M.R.S.A., Sect.: 0000013072
 Average Counts-All Positions: 7.000 Legislative Count: 7.000

PURPOSE:
The Office of Community Development (OCD) provides financial assistance to municipalities for community revitalization, enhancing economic growth, and infrastructure improvements. The OCD accomplishes this by providing technical assistance and grant funds (through a method of distribution approved by the U.S. Department of Housing and Urban Development) to municipalities to assist with community and economic development initiatives; develop, repair and establish public facilities, services, and infrastructure; and create and/or rehabilitate affordable housing units.

ORGANIZATION:
The Department of Economic and Community Development assumed responsibility for administration of the Community Development Block Grant (CDBG) program in October 1987, when it was transferred from the State Planning Office. The program is funded by the U.S. Department of Housing and Urban Development and state General Funds and administered by a professional staff of eight full-time employees.

DEPARTMENT OF ECONOMIC AND COMMUNITY DEVELOPMENT

The OCD also supports the Maine Made Program, the Brownfields Revolving Loan Fund and the Municipal Tax Increment Financing Program.

PROGRAM:

The CDBG program distributes funds to municipalities in two general areas: community development and economic development. The primary focus is to benefit low and moderate-income persons, but it may also be used to address slums and/or blighting conditions, or for the purpose of addressing conditions having an urgency because of serious health/safety conditions affecting the community. CDBG funded programs include but are not limited to: Public Infrastructure, Housing Assistance, Micro Enterprise Program, Public Service, Downtown Revitalization, Public Infrastructure, Community Enterprise and Economic Development. The OCD also offers technical assistance to communities that want to access the program and to provide information on other available funding resources. The state program is not available to the communities of Auburn, Bangor, Biddeford, Lewiston, Portland, and all of Cumberland County except Brunswick and Frye Island. These are entitlement communities, which receive an annual allocation directly from the U.S. Department of Housing and Urban Development.

PUBLICATIONS:

CDBG program materials may be obtained from the OCD or from its web site at <https://www.maine.gov/decdec/community-development>.

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| OFFICE OF COMMUNITY DEVELOPMENT | TOTAL FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|---------------------------------|------------------------------|------------------|-----------------------------|-----------------|-------------------|---------------|
| EXPENDITURES | | | | | | |
| SALARIES & WAGES | 395,647 | 125,264 | | | 270,383 | |
| HEALTH BENEFITS | 72,995 | 22,396 | | | 50,599 | |
| RETIREMENTS | 82,106 | 26,525 | | | 55,581 | |
| OTHER FRINGE BENEFITS | 6,738 | 2,608 | | | 4,130 | |
| COMPUTER SERVICES | 19,694 | 19,694 | | | | |
| CONTRACTUAL SERVICES | 946,681 | 801,445 | 88,838 | | 56,398 | |
| RENTS | 398 | 398 | | | | |
| COMMODITIES | 888 | 888 | | | | |
| GRANTS, SUBSIDIES, PENSIONS | 11,907,941 | 1,000 | 45,062 | | 11,861,879 | |
| TRANSFER TO OTHER FUNDS | 51,702 | | 8,750 | | 42,952 | |
| TOTAL EXPENDITURES | 13,484,790 | 1,000,218 | 142,650 | | 12,341,922 | |

DEPARTMENT OF EDUCATION

DEPARTMENT OF EDUCATION

A. PENDER MAKIN, COMMISSIONER
DANIEL CHUHTA, DEPUTY COMMISSIONER

Central Office: 111 SEWALL STREET, AUGUSTA, ME 04330
Mail Address: 23 STATE HOUSE STATION, AUGUSTA, ME 04333-0023 FAX: (207) 624-6700
Established: 1931 Telephone: (207) 624-6600
Reference: Policy Area: 02 Umbrella: 05 Unit: 071 Citation: T0020A M.R.S.A., Sect.: 000000201
Average Counts-All Positions: 222.989 Legislative Count: 193.00

Units:

| | |
|--|---|
| ALTERNATIVE BREAKFAST DELIVERY SERVICE PROGRAM | STATE MANDATE REIMBURSEMENT - COLLECTIVE BARGAINING |
| CLIMATE EDUCATION PROFESSIONAL DEVELOPMENT PILOT PROGRAM | LEARNING SYSTEMS TEAM |
| COMMUNITY SCHOOLS PROGRAM | SCHOOL AND STUDENT SUPPORTS |
| FACILITIES, SAFETY AND TRANSPORTATION | SCHOOL FINANCE AND OPERATIONS TEAM |
| HIGHER EDUCATION AND EDUCATOR SUPPORT SERVICES | MAINE SCHOOL SAFETY CENTER |
| INNOVATIVE INSTRUCTION AND TUTORING | SPECIAL SERVICES TEAM |
| OFFICE OF INNOVATION | LEARNING THROUGH TECHNOLOGY TEAM |
| HIGHER ED INTERPERSONAL VIOLENCE ADVISORY COMM LEADERSHIP TEAM | TEACHER RETIREMENT |
| MAGNET SCHOOLS | EDUCATION UNORGANIZED TERRITORY |
| | OFFICE OF WORKFORCE DEVELOPMENT AND INNOVATIVE PATHWAYS |

PURPOSE:

To promote the best learning opportunities for all Maine students by providing information, guidance, and support to our schools, educators, and leaders and by providing adequate and equitable school funding and resources. Maine's schools are hubs of innovative teaching and learning that support, engage, and prepare all students to thrive. By exploring multiple pathways and real-life, project-based experiences that spark an interest and curiosity in the world around them, Maine's students are developing the critical thinking, problem solving, and relationship building skills they need to succeed in work, college, life, and as citizens of our great state. Maine's schools foster a safe and welcoming environment that supports the wellbeing of all students so that they are ready to learn. Through partnerships with community, whether it is with parents, career exploration with Maine businesses, or organizations that engage students in learning through the great outdoors, our schools allow students to participate in all of the advantages and opportunities unique to Maine. The Maine Department of Education supports a culture of innovation, excellence, and equity to ensure a bright future for all students.

ORGANIZATION:

The Department is organized in an Office structure that includes the Leadership Team/Commissioner's Office, Education in the Unorganized Territories, Office of Federal Programs, Office of School and Student Supports, Maine School Safety Center, Office of Higher Education and Educator Services, Office of Innovation, Office of Facilities & Transportation, Office of Special Services (birth through age 22) and Office of Workforce Development & Innovative Pathways.

PROGRAM:

All Department teams, and the programs, initiatives, and activities they carry out, are aligned to, and reflect a commitment to achieve this vision in the purpose. The Department is authorized to supervise, guide, and plan a coordinated system of public education for all Maine people; to interrelate public education to other social, economic, physical, and governmental activities, programs, and services; to encourage and stimulate public interest in the advancement of education; and to encourage training and development for educators in cooperation with local school officials. The strategic direction of the Department includes those initiatives and activities that: inspires trust in the Department and in the public education system; develops, supports, and sustains a robust educator workforce; promotes educational excellence and equity for all Maine learners; ensures student and school safety, health, and wellbeing; supports a culture of innovation and continuous improvement; and builds a healthy and collaborative work environment that enhances the human capital and potential of the Department.

DEPARTMENT OF EDUCATION

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| DEPARTMENT SUMMARY | TOTAL FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|-----------------------------|----------------------|----------------------|-----------------------|--------------|--------------------|------------|
| EXPENDITURES | | | | | | |
| SALARIES & WAGES | 15,922,348 | 8,692,230 | 546,116 | | 6,684,002 | |
| HEALTH BENEFITS | 3,381,839 | 1,858,574 | 99,688 | | 1,423,577 | |
| RETIREMENTS | 3,816,620 | 2,101,196 | 139,780 | | 1,575,644 | |
| OTHER FRINGE BENEFITS | 371,332 | 198,055 | 12,831 | | 160,446 | |
| COMPUTER SERVICES | 8,885,548 | 5,858,237 | 21,321 | | 3,005,990 | |
| CONTRACTUAL SERVICES | 36,550,544 | 21,502,831 | 654,492 | | 14,393,221 | |
| RENTS | 50,890 | 30,289 | 2,235 | | 18,366 | |
| COMMODITIES | 395,500 | 223,967 | 29,384 | | 142,149 | |
| GRANTS, SUBSIDIES, PENSIONS | 2,052,820,524 | 1,606,161,262 | 35,200,027 | | 411,459,235 | |
| EQUIPMENT | 385,588 | 315,753 | | | 69,835 | |
| INTEREST-DEBT RETIREMENT | | | | | | |
| TRANSFER TO OTHER FUNDS | 835,443 | 95 | 35,849 | | 799,499 | |
| TOTAL EXPENDITURES | 2,123,416,176 | 1,646,942,489 | 36,741,723 | | 439,731,964 | |

| DEPARTMENT OF EDUCATION | TOTAL FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|-----------------------------|---------------------|----------------|-----------------------|--------------|------------------|------------|
| EXPENDITURES | | | | | | |
| SALARIES & WAGES | 392,538 | 19,894 | 1,552 | | 371,092 | |
| HEALTH BENEFITS | 91,757 | 4,257 | 542 | | 86,958 | |
| RETIREMENTS | 67,724 | 4,424 | 345 | | 62,955 | |
| OTHER FRINGE BENEFITS | 14,934 | 485 | 38 | | 14,411 | |
| COMPUTER SERVICES | 29,314 | 4,918 | 1,436 | | 22,960 | |
| CONTRACTUAL SERVICES | 183,870 | 111,596 | 35,760 | | 36,514 | |
| RENTS | 266 | | 135 | | 131 | |
| COMMODITIES | 6,066 | | 2,976 | | 3,090 | |
| GRANTS, SUBSIDIES, PENSIONS | 768,859 | | 1,000 | | 767,859 | |
| TRANSFER TO OTHER FUNDS | 12,972 | | 1,017 | | 11,955 | |
| TOTAL EXPENDITURES | 1,568,300 | 145,574 | 44,801 | | 1,377,925 | |

ALTERNATIVE BREAKFAST DELIVERY SERVICE PROGRAM
JANE MCLUCAS, DIRECTOR

Central Office: 90 BLOSSOM LANE, AUGUSTA, ME 04330
 Mail Address: 136 STATE HOUSE STATION, AUGUSTA, ME 04333-0136 FAX:
 Established: 2019 Telephone: (207) 624-6880
 Reference: Policy Area: 02 Umbrella: 05 Unit: 071Y Citation: T20-A M.R.S.A., Sect.: 0006601A

PURPOSE:

The Alternative Breakfast Program provides breakfast after the school day begins to Maine's students to ensure that all students are ready to learn. Program goals are to improve student academic performance, improve student attendance, and improve student health.

ORGANIZATION:

The Alternative Breakfast Program is administered by the Child Nutrition sub-team of the Office of Federal Programs within the Maine Department of Education.

PROGRAM:

The Alternative Breakfast Program is administered by the Department of Education's Child Nutrition Team. The program seeks to ensure that schools start or improve existing alternative breakfast delivery service. Program funds support serving equipment, mobile meal carts, and promotional material to support breakfast service in settings other than the school cafeteria. Grant funds were used to purchase equipment needed to implement successful breakfast after the bell programs.

DEPARTMENT OF EDUCATION

PUBLICATIONS:

All noted information is available free of charge and may be downloaded from the Child Nutrition website:
https://www.maine.gov/doe/schools/nutrition/programs/breakfast

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| ALTERNATIVE BREAKFAST DELIVERY SERVICE PROGRAM | TOTAL FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|--|---------------------|--------------|-----------------------|--------------|---------------|------------|
| EXPENDITURES | 26,550 | 26,550 | | | | |
| GRANTS, SUBSIDIES, PENSIONS | | | | | | |
| TOTAL EXPENDITURES | 26,550 | 26,550 | | | | |

CLIMATE EDUCATION PROFESSIONAL DEVELOPMENT PILOT PROGRAM

PAGE NICHOLS, CHIEF INNOV. OFFICER

Central Office: 111 SEWALL STREET, AUGUSTA, ME 04330
Mail Address: 23 STATE HOUSE STATION, AUGUSTA, ME 04333-0023 *FAX:* (207) 624-6700
Established: 2022 *Telephone:* (207) 592-1216
Reference: Policy Area: 02 Umbrella: 05 Unit: 071H Citation: R2021 M.R.S.A., Sect.: CHAP178

PURPOSE:

The Climate Education Program was established through Resolve 2021, Chapter 178 and signed into law on May 3, 2022 by Governor Janet T. Mills. Resolve 2021, Chapter 178, A Resolve To Establish a Pilot Program To Encourage Climate Education in Maine Public Schools, provides grants for professional development for educators on climate science and support the preparation of courses on interdisciplinary climate education for a 3-year period.

ORGANIZATION:

The Climate Education Program exists within the Office of Innovation under Innovative Teaching and Learning. It is led by a Climate Education Specialist who collaborates with the Interdisciplinary Instruction team to provide climate education support across content areas.

PROGRAM:

Grant awards through this program will be prioritized for school communities typically underserved by climate education. Those communities may include but are not limited to, tribal nations, schools with high populations of migrant students, students of color, students receiving special education services, multi-lingual language students, and rural and remote schools. Grant awards are drawn from a dedicated, non-lapsing fund.

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

COMMUNITY SCHOOLS PROGRAM

JULIE SMYTH, DIRECTOR, OSSS

Central Office: 111 SEWALL STREET, AUGUSTA, ME 04330
Mail Address: 23 STATE HOUSE STATION, AUGUSTA, ME 04333-0023 *FAX:* (207) 624-6700
Established: 2019 *Telephone:* (207) 592-0949
Reference: Policy Area: 02 Umbrella: 05 Unit: 071G Citation: T20-A M.R.S.A., Sect.: 00009923

DEPARTMENT OF EDUCATION

PURPOSE:

The Community Schools Program has successfully transitioned from a pilot program to provide state funding to designated community schools. Community schools provide services to students, families, and community members that promote student success while addressing the needs of the whole student.

ORGANIZATION:

The Office of School and Student Supports in the Maine Department of Education oversees the technical assistance and professional learning of community schools in Maine.

PROGRAM:

A pilot program for community schools was established by Public Law 2015, Chapter 267, Part GGG, funded within the General-Purpose Aid for Local Schools program. Public Law 2019, Chapter 434 provided a base allocation in this program to support the implementation and expansion of community schools with federal grant funding. Activity in fiscal year 2023 provided fiscal support to an existing community school; three new community schools were also added to the program.

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

FACILITIES, SAFETY AND TRANSPORTATION SCOTT BROWN, DIRECTOR

Central Office: 111 SEWALL STREET, AUGUSTA, ME 04330

Mail Address: 23 STATE HOUSE STATION, AUGUSTA, ME 04333-0023 *FAX:*

Established: 2019

Telephone: (207) 592-3790

Reference: Policy Area: 02 *Umbrella:* 05 *Unit:* 071X *Citation:* PL2019 *M.R.S.A., Sect.:* CH343

Average Counts-All Positions: 5.000

Legislative Count: 5.00

PURPOSE:

The Office of School Facilities provides operational leadership, strategic planning, coordination, and administration of programs related to public school buildings. The Office oversees and administers the Major Capital School Construction Program, the School Revolving Renovation Fund, the Leased Space Program, and Facilities Inventory. The Office allocates resources to accomplish program goals; ensures compliance with all applicable statutes, rules, and policies; develops and implements rules and policies; proposes, reviews, and testifies on legislation; collects and analyzes data; and provides technical assistance and training. The Office works closely with the State Board of Education, state agencies, and school administrative units to accomplish its goals.

ORGANIZATION:

The Office of School Facilities consists of five positions as a result of a governmental reorganization in 2016.

PROGRAM:

The Major Capital School Construction Program provides a comprehensive and integrated approach to prioritizing and planning of state funded public school buildings. The program is designed to identify and address the school buildings with the most need in the state and provides funds and construction oversight to school administrative units with new school construction and major renovation projects. This year the program initiated three projects totalling \$214,540,730. The School Revolving Renovation Fund Program makes loans to school administrative units for approved school renovation projects. The Office prioritizes applications, assists School Administrative Units (SAUs) through the process, and coordinates funding with the Maine Municipal Bond Bank. This year the School Revolving Renovation Fund awarded \$15,406,659 for Priority One projects statewide. The Leased Space Program provides funding to address the need for additional temporary classroom space due to overcrowding, enrollment fluctuations and new programs. Approved leased space applications totaled \$341,608. The

DEPARTMENT OF EDUCATION

Facilities Inventory Program collects data on school facilities to better understand statewide needs and develop comprehensive solutions.

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| FACILITIES, SAFETY AND TRANSPORTATION | TOTAL | | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|--|---------------------|-----------------|-----------------------------|-----------------|------------------|---------------|
| | FOR ALL FUNDS | GENERAL FUND | | | | |
| EXPENDITURES | | | | | | |
| SALARIES & WAGES | 364,434 | | 364,434 | | | |
| HEALTH BENEFITS | 64,008 | | 64,008 | | | |
| RETIREMENTS | 97,521 | | 97,521 | | | |
| OTHER FRINGE BENEFITS | 9,207 | | 9,207 | | | |
| COMPUTER SERVICES | 150 | | 150 | | | |
| CONTRACTUAL SERVICES | 4,970 | | 4,970 | | | |
| COMMODITIES | 3,421 | | 3,421 | | | |
| GRANTS, SUBSIDIES, PENSIONS | 64,412 | | | | 64,412 | |
| TRANSFER TO OTHER FUNDS | 12,919 | | 12,919 | | | |
| TOTAL EXPENDITURES | 621,042 | | 556,630 | | 64,412 | |

HIGHER EDUCATION AND EDUCATOR SUPPORT SERVICES
MICHAEL PERRY, ACTING DIRECTOR

Central Office: 111 SEWALL STREET, AUGUSTA, ME 04330
Mail Address: 23 STATE HOUSE STATION, AUGUSTA, ME 04333-0023 *FAX:* (207) 624-6604
Established: 2017 *Telephone:* (207) 624-6603
Reference: Policy Area: 02 *Umbrella:* 05 *Unit:* 071V *Citation:* *M.R.S.A., Sect.:*
Average Counts-All Positions: 14.500 *Legislative Count:* 14.50

PURPOSE:

The Office of Higher Education & Educator Support Services works with educators through each phase of their career, from educational preparation through to certification, job attainment, and ongoing professional development. The Office supports the Department's efforts to ensure all Maine learners have access to effective educators and school leaders through the oversight of institutions of higher education; the credentialing of educators; support of teacher mentorship programs and educator professional development; and workforce initiatives designed to enhance educator recruitment and retention.

ORGANIZATION:

The Office of Higher Education & Educator Support Services is comprised of three teams: Certification, Educator Excellence, and Higher Education. Certification primarily administers the rules of the Maine State Board of Education relating to the issuance and renewal of credentials to persons employed in, or under contract with, public and approved private schools. The Educator Excellence team focuses on attracting, developing, and sustaining a robust, equitable, and diverse educator workforce and is responsible for supporting the implementation, ongoing refinement, and monitoring of Performance Evaluation and Professional Growth (PEPG) systems across the State. Higher Education is primarily responsible for degree-granting authorization and educator preparation program approval in addition to providing registrar services for closed Maine postsecondary institutions, providing licensing of proprietary schools, and serving as Maine's state portal entity for the State Authorization Reciprocity Agreement (SARA).

PROGRAM:

The Certification team assists educators with the State Board of Education certification guidelines in Rule Chapter 115. The team guides educators through the initial and renewal application processes for administrators, educational specialists, teachers, and educational technicians, including the approval of criminal history record checks for all educators. The team also assesses incoming applications, including transcript analysis when applicable. The team works with superintendents in making sure everyone within a school is properly credentialed. This can include advising which courses would count towards a requirement, assisting educators in applying, and answering any Certification questions.

DEPARTMENT OF EDUCATION

The Educator Excellence team provides policy leadership and direct support to school administrative units (SAUs), educators, and job seekers, offering a suite of services designed for attracting and retaining a diverse and inclusive talent pool of educators to Maine schools. The team offers technical assistance and resource development, professional development, and workforce support. Services offered across the team include support for learning facilitator and teacher residency programs; collaboration with industry groups including summer camps to establish education workforce pathways; assisting schools with job posting opportunities; mentoring/induction/PEPG resources; workforce data; personalized workforce pathway consultation; support for the Transformational Leaders Network; and workforce grant opportunities.

The Higher Education team serves as a liaison to the public and private post-secondary institutions in Maine. The team partners with the State Board of Education in the processes for degree-granting authorization and educator preparation program approval; maintains student records for various closed post-secondary institutions; oversees the licensure of proprietary schools; and serves as the Maine state portal entity for the State Authorization Reciprocity Agreement (SARA).

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| HIGHER EDUCATION AND EDUCATOR SUPPORT SERVICES | TOTAL FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|--|---------------------|------------------|-----------------------|--------------|---------------|--------------|
| EXPENDITURES | FUNDS | FUND | FUNDS | FUND | FUNDS | FUNDS |
| SALARIES & WAGES | 969,670 | 969,670 | | | | |
| HEALTH BENEFITS | 216,154 | 216,154 | | | | |
| RETIREMENTS | 230,582 | 230,582 | | | | |
| OTHER FRINGE BENEFITS | 23,483 | 23,483 | | | | |
| COMPUTER SERVICES | 12,883 | 12,883 | | | | |
| CONTRACTUAL SERVICES | 319,293 | 319,293 | | | | |
| RENTS | 654 | 654 | | | | |
| COMMODITIES | 4,179 | 4,179 | | | | |
| TRANSFER TO OTHER FUNDS | 31 | 31 | | | | |
| TOTAL EXPENDITURES | 1,776,929 | 1,776,929 | | | | |

INNOVATIVE INSTRUCTION AND TUTORING
BETH LAMBERT, DIRECTOR

Central Office: 111 SEWALL ST, AUGUSTA, ME 04330
 Mail Address: 23 STATE HOUSE STATION, AUGUSTA, ME 04333-0023 FAX: (207) 624-6700
 Established: 2022 Telephone: (207) 592-4398
 Reference: Policy Area: 02 Umbrella: 05 Unit: 071J Citation: T20-A M.R.S.A., Sect.: CHAP 320

PURPOSE:
 The Innovative Instruction and Tutoring Grant Program Fund was established to encourage the facilitation of innovative instruction and tutoring programs, including so-called high-impact tutoring, that address learning loss or unfinished learning through the use of project-based learning and other interdisciplinary approaches. Eligible local education providers throughout the State may be awarded grants upon approval of their applications.

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

DEPARTMENT OF EDUCATION

OFFICE OF INNOVATION

PAGE NICHOLS, CHIEF INNOVATION OFFICER

Central Office: 111 SEWALL STREET, AUGUSTA, ME 04330

Mail Address: 23 STATE HOUSE STATION, AUGUSTA, ME 04333-0023 *FAX:* (207) 624-6700

Established: 2022

Telephone: (207) 592-1216

Reference: Policy Area: 02 *Umbrella:* 05 *Unit:* 071N *Citation:*

M.R.S.A., Sect.:

Average Counts-All Positions: 10.000

Legislative Count: 10.00

PURPOSE:

The Office of Innovation is comprised of five work teams: Early Learning, Learning through Technology, Interdisciplinary Instruction, Maine Opensource Opportunities for Sustained Education, Reinventing Responsive Education Ventures. The Office also includes the English for Speakers of Other Languages State Specialist, the Climate Education State Specialist, and the Multi Tiered Systems of Support State Specialist. The Office centers its work around human-centered design, innovation engineering, and other innovative processes for rapid research and design and ongoing iteration and continuous improvement for perpetual innovation in programs and services. The Office oversees and supports services and activities related to PK-12 standards and instruction, reviews and testifies on related legislation, develops rules as directed by legislation; collects, summarizes, and analyzes student data for performance, public reports and policy direction; and provides technical assistance and professional learning opportunities on innovative instructional strategies.

ORGANIZATION:

The current structure unifies areas of curriculum and instruction across the PK-12 continuum providing a direct link from the field to the Maine Department of Education by forging and supporting a variety of regional partnerships and collaborative efforts to enhance and support local school systems using ongoing research and development for continuous innovation. This design provides information, professional learning, and development; technical assistance and research; development in curriculum; and instruction using interdisciplinary instructional pedagogy to support all content areas of the Maine Learning Results and the Maine Early Learning and Development Standards. The Office teams work collaboratively with external organizations, agencies, and other internal teams in order to ensure comprehensive, integrated and coordinated services to support all Maine students. The Office teams rely on stakeholder input from several advisory committees and task forces in order to support the whole student and the current needs of the education field in Maine. Some of these stakeholders include the Children's Cabinet, the Nature-based Education Consortium, the Juvenile Justice Advisory Group, Commissioner's Student Cabinet, Governor's Cyber Security Council, Digital Equity Taskforce, Maine Climate Council, Interagency Broadband Working Group, and others.

PROGRAM:

The Office team members provide a myriad of services to Maine school systems both regionally and statewide. They provide technical assistance and comprehensive support to superintendents, administrators, teachers, and other education staff in coordinating local and regional efforts to accomplish the following: foster and support a statewide culture of innovation in Maine's schools; support the Maine Learning Results and Maine Early Learning and Development Standards, through multiple, flexible pathways; support services to assure equitable access for students to participate in a meaningful educational experience and achieve the Maine Learning Results and Maine Early Learning Development Standards; attainment of Maine diploma requirements for all student populations; provide, identify, and broker professional development and professional learning opportunities aligned to the needs of educators and Maine school systems; work with regional groups and organizations to establish or enhance partnerships and collaborations with a variety of agencies, educational institutions, organizations, and partners; provide expertise in high quality instructional practice and strategies and other special areas of expertise statewide; and support a coaching/ambassador structure within school administrative units (SAUs) to capitalize on expertise in Maine schools. The Office provides expertise in the design and implementation of the Maine Learning Results and Maine Early Learning and Development Standards; innovative instructional strategies to support a Whole Student Framework; and human-centered design, innovation engineering, and design

DEPARTMENT OF EDUCATION

thinking. For the Office PK-12 team to support a whole student continuum, collaboration must exist between department teams including but not limited to, the Office of School and Student Supports, the Office of Special Services, and the Office of Workforce Development and Innovative Pathways (which include Adult Education, Career and Technical Education, and Extended Learning Opportunities). Members of this team work with educators at all levels, including higher education institutions, to advance innovative instruction, support the whole student, and leverage enriching opportunities for all Maine students.

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| OFFICE OF INNOVATION | TOTAL | | | | | |
|-----------------------------|------------------|------------------|---------|---------|---------|-------|
| | FOR | GENERAL | SPECIAL | HIGHWAY | FEDERAL | MISC |
| EXPENDITURES | ALL | FUND | REVENUE | FUND | FUNDS | FUNDS |
| | FUNDS | FUND | FUNDS | FUND | FUNDS | FUNDS |
| SALARIES & WAGES | 837,335 | 837,335 | | | | |
| HEALTH BENEFITS | 174,764 | 174,764 | | | | |
| RETIREMENTS | 198,961 | 198,961 | | | | |
| OTHER FRINGE BENEFITS | 20,513 | 20,513 | | | | |
| COMPUTER SERVICES | 11,759 | 11,759 | | | | |
| CONTRACTUAL SERVICES | 59,543 | 59,543 | | | | |
| RENTS | 307 | 307 | | | | |
| COMMODITIES | 15,684 | 15,684 | | | | |
| GRANTS, SUBSIDIES, PENSIONS | 1,320 | 1,320 | | | | |
| TRANSFER TO OTHER FUNDS | 10 | 10 | | | | |
| TOTAL EXPENDITURES | 1,320,196 | 1,320,196 | | | | |

**HIGHER ED INTERPERSONAL VIOLENCE ADVISORY COMM
LAURA CYR, CLERK OF THE COMMISSION**

Central Office: 111 SEWALL STREET, AUGUSTA, ME 04330
 Mail Address: 23 STATE HOUSE STATION, AUGUSTA, ME 04333-0023 FAX: (207) 624-6700
 Established: 2022 Telephone: (207) 624-6600
 Reference: Policy Area: 02 Umbrella: 05 Unit: 0711 Citation: T20-A M.R.S.A., Sect.: 0012984

PURPOSE:
 The purpose of the Higher Education Interpersonal Violence Advisory Commission is to collect information and disseminate accordingly to agencies that can provide services based on data.

ORGANIZATION:
 The Department has sent appointment letters and has a confirmed membership of the seats authorized to be fill. Quarterly meetings are expected to commence in fiscal year 2024. The Commission was created for the purpose of developing an interpersonal violence climate survey for dissemination to institutions of higher education and providing recommendations on the content, timing, and application of the survey. A report on the survey is to be delivered to the Legislature's Joint Standing Committee on Education and Cultural Affairs. The Commission may make recommendations on legislative and policy actions or on enforcing and carrying out its purpose.

PROGRAM:
 Provide an ongoing stream of support and personnel to survey violence climate in the community colleges and provide reports to better understand the climate. This is a continued project to provide the staffing and material in collecting data.

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

DEPARTMENT OF EDUCATION

LEADERSHIP TEAM

A. PENDER MAKIN, COMMISSIONER
DANIEL CHUHITA, DEPUTY COMMISSIONER

Central Office: 111 SEWALL STREET, AUGUSTA, ME 04330
 Mail Address: 23 STATE HOUSE STATION, AUGUSTA, ME 04333-0023 FAX: (207) 624-6700
 Established: 1996 Telephone: (207) 624-6600
 Reference: Policy Area: 02 Umbrella: 05 Unit: 071A Citation: T0020A M.R.S.A., Sect.: 000000202
 Average Counts-All Positions: 22.000 Legislative Count: 22.00

PURPOSE:

This unit consists of administrative and policy-making services which support the operations of the Department of Education in the areas of statewide educational planning, Maine Administrative Procedure Act (APA) and Freedom of Access Act compliance, state and federal legislative activity, agency budgeting and finance, strategic planning, communications, and personnel. Each of the activities has broad responsibilities for both supporting the work of all other organizational units in the Department and representing the Department within these areas of responsibility.

ORGANIZATION:

This unit reports directly to the Commissioner and includes administrative oversight of the Department, personnel, finance and budget, state and federal legislative activities, and communications. This team also oversees compliance with the APA including rulemaking, federal compliance matters, the Freedom of Access Act, innovation and remote learning initiatives, and school approval. This unit ultimately supports schools and educators across the state in their mission to help all students reach their potential and leave schools prepared for work, life, and post-secondary education opportunities.

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| LEADERSHIP TEAM | TOTAL FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|-----------------------------|---------------------|------------------|-----------------------|--------------|---------------|------------|
| EXPENDITURES | | | | | | |
| SALARIES & WAGES | 1,735,286 | 1,638,831 | 96,455 | | | |
| HEALTH BENEFITS | 304,984 | 292,216 | 12,768 | | | |
| RETIREMENTS | 457,801 | 434,999 | 22,802 | | | |
| OTHER FRINGE BENEFITS | 38,753 | 36,783 | 1,970 | | | |
| COMPUTER SERVICES | 37,023 | 17,288 | 19,735 | | | |
| CONTRACTUAL SERVICES | 1,127,238 | 538,128 | 589,110 | | | |
| RENTS | 4,495 | 2,395 | 2,100 | | | |
| COMMODITIES | 43,106 | 20,119 | 22,987 | | | |
| GRANTS, SUBSIDIES, PENSIONS | 24,995 | | 24,995 | | | |
| TRANSFER TO OTHER FUNDS | 18,359 | 43 | 18,316 | | | |
| TOTAL EXPENDITURES | 3,792,040 | 2,980,802 | 811,238 | | | |

MAGNET SCHOOLS

A. PENDER MAKIN, COMMISSIONER
DANIEL CHUHITA, DEPUTY COMMISSIONER

Central Office: 111 SEWALL STREET, AUGUSTA, ME 04330
 Mail Address: 23 STATE HOUSE STATION, AUGUSTA, ME 04333-0023 FAX: (207) 624-6700
 Established: 1996 Telephone: (207) 624-6600
 Reference: Policy Area: 02 Umbrella: 05 Unit: 071B Citation: T0020A M.R.S.A., Sect.: 000008201

PURPOSE:

Maine has one public magnet school, the Maine School of Science and Mathematics. The Maine School of Science and Mathematics is a residential mathematics and sciences public school in Limestone that includes a summer program for middle school students and a school year program for high school students. Maine's

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second public magnet school, the Maine School for Marine Science, Technology, Transportation and Engineering (Maine Ocean School), closed in December 2022.

ORGANIZATION:

The Maine School of Science and Mathematics was established as a public school for the purpose of providing certain high-achieving high school students with a challenging educational experience. The school is a body politic and corporate and is an instrumentality and agency of the State.

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

STATE MANDATE REIMBURSEMENT - COLLECTIVE BARGAINING

PAULA GRAVELLE, DIRECTOR OF SCHOOL FINANC

Central Office: 111 SEWALL ST, AUGUSTA, ME 04330
Mail Address: 23 STATE HOUSE STATION, AUGUSTA, ME 04333-0023 *FAX:* (207) 624-6700
Established: 2022 *Telephone:* (207) 624-6792
Reference: Policy Area: 02 *Umbrella:* 05 *Unit:* 071Q *Citation:* PL2021 *M.R.S.A., Sect.:* CHAP752

PURPOSE:

The State Mandate Reimbursement program will be managed by the School Finance, Fiscal Compliance, and Governance team in order to determine eligibility and distribute funds to those school administrative units (SAUs) that are eligible and request reimbursement.

ORGANIZATION:

The eight member School Finance, Fiscal Compliance, and Governance team administers the Essential Programs and Services Funding Act, controls distribution of General Purpose Aid to Local Schools, collects statutorily required financial data, calculates the annual tuition rates, and oversees school unit governance.

PROGRAM:

Beginning in fiscal year 2023, the following provisions apply to a reimbursement request for eligible SAUs for certain collective bargaining costs: if an SAU determined eligible pursuant to 26-A MRSA §965, subsection 1, paragraph B-1 petitions the Commissioner for reimbursement of up to 90% of legal and other costs, the Commissioner must provide an amount equal to up to 90% of that SAU's expenses as verified on submitted receipts. The Department of Education shall develop a process to provide reimbursement to those SAUs that, but for the requirement in the Maine Revised Statutes, Title 26, §965, subsection 1, paragraph B-1 that an SAU and bargaining unit representing teachers collectively bargain within 10 days of receipt of written notice even if otherwise agreed to in a prior written contract, would not otherwise engage in collective bargaining. Reimbursement must be provided to those SAUs at 90% of the legal and other expenses incurred by those SAUs to meet and engage in collective bargaining.

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

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LEARNING SYSTEMS TEAM

JANETTE KIRK, CHIEF OF FEDERAL PROGRAMS

Central Office: 111 SEWALL STREET, AUGUSTA, ME 04330

Mail Address: 23 STATE HOUSE STATION, AUGUSTA, ME 04333-0023 *FAX:* (207) 624-6700

Established: 2008

Telephone: (207) 624-6600

Reference: Policy Area: 02 *Umbrella:* 05 *Unit:* 071R *Citation:*

M.R.S.A., Sect.:

Average Counts-All Positions: 26.000

Legislative Count: 26.00

PURPOSE:

The Office of Federal Programs (OFP) is comprised of four work teams: Assessment; Child Nutrition; Elementary & Secondary Education (ESEA); and Federal Emergency Relief Programs (FERP). This Office utilizes, processes, and supports implementation of federal programs/grants including the ESEA, Child Adult Care Food Program, National School Lunch Program, Supply Chain Assistance, and all funding streams under the American Rescue Plan. The Office of Federal Programs coordinates, manages, oversees and supports services related to the blending, braiding and utilization of federal funds to support instructional programs and activities for all Maine learners; reviews and testifies legislation; develops rules as directed by legislation; collects, summarizes, and analyzes student data for performance, public reports and policy direction; and provides technical assistance and professional learning opportunities utilizing best practice and program operations.

ORGANIZATION:

The structure unifies ESEA Federal Programs, assessment, child nutrition, and federal emergency relief programs providing a direct link from the field to the Maine Department of Education by forging and supporting a variety of regional partnerships and collaborative efforts to enhance and support local school systems. This design provides information, professional learning and development, technical assistance, and cohesion across federal programming; allows for collaborative support services for Maine's multi-lingual learners; and enhances assessment and comprehensive school supports for students, schools and SAUs. OFP team members work collaboratively with external organizations, agencies, and other internal teams to ensure comprehensive, integrated and coordinated services to support all Maine learners and schools.

PROGRAM:

The OFP team members provide a wide array of services to Maine school systems both regionally and statewide. They provide technical assistance and comprehensive support to superintendents, administrators, teachers, and other education staff in coordinating local and regional efforts to accomplish the following: support the implementation of the Maine Learning Results and Alternate Achievement Standards; provide support services to assure equitable access for students to receive school meals; develop and implement Maine's Model of School Support; provide expertise in program development, implementation, strategic planning, student support, interventions, learning strategies, and other special areas of expertise statewide; encourage the blending and braiding of federal funds and programs to support the sustainability of impactful programming and supports; approve necessary federal program grant applications and subsequent fiscal reimbursements; identify and broker professional development and professional learning opportunities aligned to the needs of educators and Maine school systems; and work regionally to establish or enhance partnerships and collaborations with a variety of agencies, educational institutions, organizations, and partners.

The OFP provides expertise in the design and implementation of the: Comprehensive state assessment systems to measure student learning and achievement of the Maine Learning Results; approval of ESEA applications for Titles I, II, III, IV, and V; approval of Child Nutrition sites and programmatic review; approval of Federal Emergency Relief Program applications and fiscal reimbursement.

In order for the OFP team to provide a systemic approach, collaboration must exist between department teams including but not limited to the Office of School and Student Supports, the Office of Special Services and Inclusive Education, the Office of Innovation, and Language Instruction for English Learners and Immigrant Students.

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FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| LEARNING SYSTEMS TEAM | TOTAL | | SPECIAL | HIGHWAY | FEDERAL | MISC |
|-----------------------------|--------------------|-------------------|---------------|---------|--------------------|-------|
| | FOR | GENERAL | | | | |
| EXPENDITURES | FUNDS | FUND | FUNDS | FUND | FUNDS | FUNDS |
| SALARIES & WAGES | 3,389,966 | 404,949 | | | 2,985,017 | |
| HEALTH BENEFITS | 680,241 | 94,491 | | | 585,750 | |
| RETIREMENTS | 817,352 | 95,203 | | | 722,149 | |
| OTHER FRINGE BENEFITS | 78,137 | 9,251 | | | 68,886 | |
| COMPUTER SERVICES | 1,600,223 | 21,317 | | | 1,578,906 | |
| CONTRACTUAL SERVICES | 14,870,653 | 3,929,061 | 24,653 | | 10,916,939 | |
| RENTS | 2,444 | 430 | | | 2,014 | |
| COMMODITIES | 54,821 | 7,800 | | | 47,021 | |
| GRANTS, SUBSIDIES, PENSIONS | 264,750,148 | 7,029,699 | 2,808 | | 257,717,641 | |
| EQUIPMENT | 69,835 | | | | 69,835 | |
| INTEREST-DEBT RETIREMENT | | | | | | |
| TRANSFER TO OTHER FUNDS | 349,483 | | 586 | | 348,897 | |
| TOTAL EXPENDITURES | 286,663,303 | 11,592,201 | 28,047 | | 275,043,055 | |

SCHOOL AND STUDENT SUPPORTS
JULIE SMYTH, DIRECTOR

Central Office: 111 SEWALL STREET, AUGUSTA, ME 04330
 Mail Address: 23 STATE HOUSE STATION, AUGUSTA, ME 04333-0023 FAX: (207) 624-6700
 Established: 2021 Telephone: (207) 592-0949
 Reference: Policy Area: 02 Umbrella: 05 Unit: 071WCitation: PL2021 M.R.S.A., Sect.: CH29
 Average Counts-All Positions: 12.077 Legislative Count: 11.50

PURPOSE:

The Office of School and Student Supports (O3S) strives to ensure that Maine schools are inclusive, healthy, safe, and supportive communities where every student thrives. O3S endeavors to coordinate resources and programs that promote equitable, psycho-socially, physically, and environmentally healthy school communities for all.

ORGANIZATION:

Each O3S team provides information and guidance to parents, administrators, educators, legislators, and other stakeholders within their focus areas:
 The Climate, Culture, Resilience Team provides trauma-informed resources in support of developing safe and inclusive educational communities. Membership includes Mental Health Specialist, Family Engagement/Cultural Responsiveness Specialist, McKinney-Vento Specialist, Highly Mobile/Migrant Student Specialist, and Social-Emotional Learning Specialist.
 The Coordinated School Health Team provides professional development, resources, and guidance to school health professionals (or school personnel) resulting in healthy and safe learning environments, physically literate and health literate students, and access to health care resources and services. Membership includes State Nurse Consultant, School Health Promotion/Health Education Specialist, and Physical Education Specialist.
 The School Approval and Enrollment Team provides accurate, timely, and sensitive policy and infrastructure analysis, recommendations, and execution regarding Maine Pre K-12 schools, school approval, home instruction, alternative methods of education, and student attendance, eligibility, and enrollment.
 A Management Analyst and administrative staff also support the work of this Office.

PROGRAM:

Specialists work directly with schools to provide both technical assistance and professional learning. O3S continues to support the field as we emerge from the pandemic - hosting monthly office hours for school nurses and updating both synchronous and asynchronous trauma-informed trainings to support educators, families, and students. In September 2020, the Maine Department of Education purchased SEL4ME from Navigate 360/Evolution Labs, which serves as a free resource to all Maine educators and parents. These modules support growth in

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self-awareness, self-management, social awareness, responsible decision-making, and relationship skills; the scope and sequence for each grade level K-12 allow for seamless accessibility. In November 2021, the Office of School and Student Supports released similar modules devoted entirely to adults - SOS/Support our Staff. These sixty-four modules, although aligned with the five competencies aforementioned, focus on themes of adult emotional intelligence, safety, diversity, and instructional resources. The combination of these free resources, along with the expertise of O3S' personnel, provide high quality support to the field. O3S provides support and attention to home instruction as well as McKinney-Vento. McKinney-Vento is an annual formula grant the Department receives to provide additional supports for the education of homeless children and youth.

LICENSES:

O3S collaborates with other state agencies to ensure appropriateness of nurse, school counseling, and mental health specialists' licensing.

PUBLICATIONS:

O3S provides several guidance documents to support the health and wellness of our students and educational stakeholders, including but not limited to Standards of Operating Procedure through the pandemic and medication guidelines. O3S maintains a website that provides resources to staff, parents, and students when applicable. List serves are also maintained to provide immediate information from the following specialists: Nurse Consultant, Mental Health Specialist, McKinney-Vento Specialist, and School Health Promotion Specialist.

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| SCHOOL AND STUDENT SUPPORTS | TOTAL FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|-----------------------------|---------------------|------------------|-----------------------|--------------|------------------|--------------|
| EXPENDITURES | FUNDS | FUND | FUNDS | FUND | FUNDS | FUNDS |
| SALARIES & WAGES | 940,560 | 593,308 | 78,736 | | 268,516 | |
| HEALTH BENEFITS | 211,673 | 126,199 | 21,152 | | 64,322 | |
| RETIREMENTS | 223,681 | 146,197 | 18,012 | | 59,472 | |
| OTHER FRINGE BENEFITS | 21,349 | 14,426 | 1,491 | | 5,432 | |
| COMPUTER SERVICES | 277,177 | 6,197 | | | 270,980 | |
| CONTRACTUAL SERVICES | 666,257 | 134,168 | | | 532,089 | |
| RENTS | 135 | 135 | | | | |
| COMMODITIES | 24,545 | 5,840 | | | 18,705 | |
| GRANTS, SUBSIDIES, PENSIONS | 836,781 | | | | 836,781 | |
| TRANSFER TO OTHER FUNDS | 15,345 | | 2,837 | | | 12,508 |
| TOTAL EXPENDITURES | 3,217,503 | 1,026,470 | 122,228 | | 2,068,805 | |

SCHOOL FINANCE AND OPERATIONS TEAM

PAULA GRAVELLE, DIRECTOR

Central Office: 111 SEWALL STREET, AUGUSTA, ME 04330
 Mail Address: 23 STATE HOUSE STATION, AUGUSTA, ME 04333-0023 FAX:
 Established: 1993 Telephone: (207) 624-6792
 Reference: Policy Area: 02 Umbrella: 05 Unit: 071M Citation: T0020A M.R.S.A., Sect.: 000000202
 Average Counts-All Positions: 40.000 Legislative Count: 40.00

PURPOSE:

The School Finance and Operations team provides policy oversight, implementation and support for General Purpose Aid to Local Schools, school data collection, management and reporting, and state and federal Child Nutrition programs.

ORGANIZATION:

The School Finance and Operations team is comprised of three sub-teams: the School Finance, Fiscal Compliance and Governance sub-team, the Data sub-team and the Child Nutrition sub-team. The eight-member School Finance, Fiscal Compliance and Governance sub-team administers the Essential Programs and Services Funding Act, controls distribution of General-Purpose Aid to Local Schools, collects

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statutorily required financial data, calculates the annual tuition rates, and oversees school unit governance. Twelve team members of the Data sub-team provide data management support including the collection, validation, report production, and dissemination of school statistical data in support of departmental programs, for legislative information, federal reporting, local school unit information and taxpayer information. The Child Nutrition sub-team of 15 members provides nutrition education training and technical and financial assistance for the provision of USDA breakfast, lunch, after school snack, and fresh fruits and vegetables programs to public and private schools, charitable and residential childcare institutions, and summer camps. There is currently one contract employee providing support to the Child and Adult Care Food Program team. Dietetic Interns assist with specific projects such as program marketing and training materials.

PROGRAM:

The School Finance, Compliance and Governance's sub-team's annual production goals were met with the accurate and timely fulfillment of all programs. For General-Purpose Aid to local schools, the distribution of the 2022-2023 State school subsidies of \$1.4 billion was accurately processed, analysis performed, and information prepared and distributed for the 2022-2023 subsidy program and legislative actions. This team provided extensive technical assistance and professional development to school business managers and collaborated with the Data sub-team to provide data to meet state and federal reporting requirements and to work toward developing efficiencies to data collection. The Data sub-team successfully provided management support and collection; processing and production of educational data to meet state and federal reporting requirements; and funding allocations accurately and on time. The team continues to work with the vendor for the PreK-20 Data Warehouse; the warehouse will store data from the Department, as well as other state agencies, to provide information to policy makers and taxpayers.

During the 2023 school year, the meals at no charge legislation was implemented, allowing public and publicly funded school administrative units (SAUs) to serve complimentary breakfast and lunch to students due to a combination of state and federal reimbursement. Many SAUs implemented special provision options to streamline paperwork requirements and maximize free/reduced eligibility rates. Maine received statewide waivers that SAUs could apply for to provide meals offsite in case of COVID-19 or if schools closed due to an unanticipated event. Afterschool nourishment was provided through the National School Lunch Program Afterschool Snack Service and in eligible areas, the Child and Adult Care Food Program At-risk Afterschool meals program. The Farm and Sea to School Program continued to receive enthusiastic participation from providers promoting the use of Maine grown, raised, and caught ingredients in the delivery of meals to students throughout the State. The Fresh Fruit and Vegetable Program also operated, which exposed Maine students to a variety of produce they may not have eaten before. The Summer Food Service Program served meals through the summer months with some rural areas offering meals to be eaten offsite. The Department also supported the Maine Department of Health and Human Services in providing pandemic EBT benefits to eligible households.

PUBLICATIONS:

All noted information is available free of charge and may be downloaded from the MDOE website: <https://www.maine.gov/doe/home>

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FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| SCHOOL FINANCE AND OPERATIONS TEAM | TOTAL | | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|---------------------------------------|----------------------|----------------------|-----------------------------|-----------------|-------------------|---------------|
| | FOR ALL FUNDS | GENERAL FUND | | | | |
| EXPENDITURES | | | | | | |
| SALARIES & WAGES | 2,664,752 | 1,802,690 | 4,939 | | 857,123 | |
| HEALTH BENEFITS | 583,007 | 394,462 | 1,218 | | 187,327 | |
| RETIREMENTS | 641,928 | 445,493 | 1,100 | | 195,335 | |
| OTHER FRINGE BENEFITS | 64,091 | 43,468 | 125 | | 20,498 | |
| COMPUTER SERVICES | 6,394,345 | 5,460,326 | | | 934,019 | |
| CONTRACTUAL SERVICES | 4,310,456 | 3,951,876 | | | 358,580 | |
| RENTS | 6,881 | 586 | | | 6,295 | |
| COMMODITIES | 12,803 | 5,620 | | | 7,183 | |
| GRANTS, SUBSIDIES, PENSIONS | 1,419,700,320 | 1,304,314,304 | 35,171,224 | | 80,214,792 | |
| TRANSFER TO OTHER FUNDS | 281,115 | 10 | 175 | | 280,930 | |
| TOTAL EXPENDITURES | 1,434,659,698 | 1,316,418,835 | 35,178,781 | | 83,062,082 | |

**MAINE SCHOOL SAFETY CENTER
ROBERT SUSI, DIRECTOR**

Central Office: 111 SEWALL ST, AUGUSTA, ME 04330
 Mail Address: 23 STATE HOUSE STATION, AUGUSTA, ME 04333-0023 FAX: (207) 624-6700
 Established: 2021 Telephone: (207) 441-8321
 Reference: Policy Area: 02 Umbrella: 05 Unit: 071Z Citation: M.R.S.A., Sect.:
 Average Counts-All Positions: 2.000 Legislative Count: 2.00

PURPOSE:

The Maine School Safety Center (MSSC) is an office established within the Department of Education to assist schools in their efforts to provide for the overall safety of their school community. The primary role of MSSC is to provide training, guidance, and technical support to schools in Maine regarding safety and security and to support our schools in their efforts to safely mitigate against, prepare for, respond to, and recover from all hazards and threats.

The purpose of MSSC is: to serve as a central location for school safety and security information, training and technical assistance related to successful implementation of school safety and security programs in schools; be a resource for the prevention of youth violence; promote overall school safety by developing recommendations to support a positive school climate and multiple-hazard mitigation and response plans; develop and provide school emergency management, training, guidance, and technical support to include information provided by persons with expertise in the relevant subject matter in the development of MSSC's school safety specialist education program; promote, develop, and implement technical support and training for a behavioral threat assessment program; facilitate and assist local schools and public safety stakeholders in preventing, preparing for, and responding to threats and acts of violence, including self-harm, through a holistic, solution-based approach to improving school safety; and advise and make recommendations to the department on policies and legislation related to the overall safety of schools and school communities.

ORGANIZATION:

MSSC functions under the leadership of a Director and Assistant Director followed by seven Service Lane Leaders in the following operational areas:

- 1.School Emergency Management
- 2.Behavioral Threat Assessment and Mental Health
- 3.Restorative Justice
- 4.School Safety and Security
- 5.Training and Educational Design
- 6.Food Insecurity
- 7.Student Transportation

The above Lanes are projected to be supported by an Administrative Operations Manager that will assist MSSC in managing the various grants, contracts, fiscal matters, staff needs, event and program management and other logistical needs.

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PROGRAM:

MSSC is currently training Maine schools in Behavioral Threat Assessment. To date, MSSC has trained over 1336 school staff in this important safety program for our schools.

The School Emergency Management Lane of Service has operationalized our School Safety Specialist Program, a program that is training school staff in school emergency management to enhance overall capabilities of our schools, serve as a liaison to the MSSC and as a support to their school administration to assure all safety measures and plans are up to date and meet national standards. This Lane also regularly works with schools to improve their emergency operations plans and is currently developing a student emergency management training program that will be imbedded on our schools furthering the school's capabilities to address emergency planning, response, and recovery. This effort was launched in February 2023 and has trained 20+ safety stakeholders per month. The MSSC anticipates this level of attendance to continue in furtherance of our goal to have at least one trained person in every school administrative unit (SAU) and eventually in every school building in Maine.

The Safety and Security Lane of Service conducts the annual School Safety Summit, school resource officer (SRO) Certification Academy in collaboration with the Maine Criminal Justice Academy (MCJA) and regularly assists schools in their physical security needs. This Lane also conducts training for positive police youth interactions and recommends and develops policy to address public safety's interactions with schools and youth. The School Safety Summit for 2023 estimated an attendance of 400+ attendees.

The Restorative Practices Lane of Service assists schools with implementing restorative practices in their schools. This Lane provides training and is in the process of developing an extensive restorative practices educational program for schools, assisting schools in updating their code of conduct to meet legislative requirements to add restorative and nonpunitive language to their code of conduct. This lane of service is on track to launch its training program in September 2023.

The Food Insecurity Lane works with schools to connect to local food resources to assure all students are well fed and trains schools on the relationship between safety and good nutrition.

MSSC's Training Coordinator and Educational Designer is continuing to develop several extensive asynchronous training programs including the Schools Safety Specialist and Restorative Practices Programs as well as assisting with the school safety summit, SRO academy, and the many other trainings that are ongoing.

The Student Transportation Lane of Service is now fully under MSSC and is underway working towards efficiencies and increasing safety trainings for our schools' transportation directors. Currently this Lane addresses the overall student transportation safety concerns and the purchasing of new school buses. The Transportation Coordinator works with the appropriate stakeholders in collaboration to facilitate the safety of our students during transportation. Collaboration is conducted at every level, local, state, and federal, thereby enhancing our ability to assure cooperation and success in the improvement of transportation safety to meet national best standards.

The MSSC has trained 11,740 school safety stakeholders since its creation in 2020.

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FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| MAINE SCHOOL SAFETY CENTER | TOTAL | | SPECIAL | | | MISC |
|-----------------------------|------------------|----------------|---------|---------|----------------|-------|
| | FOR | GENERAL | REVENUE | HIGHWAY | FEDERAL | |
| EXPENDITURES | ALL | FUND | FUNDS | FUND | FUNDS | FUNDS |
| SALARIES & WAGES | 559,664 | 219,483 | | | 340,181 | |
| HEALTH BENEFITS | 108,175 | 41,772 | | | 66,403 | |
| RETIREMENTS | 133,050 | 49,645 | | | 83,405 | |
| OTHER FRINGE BENEFITS | 11,321 | 4,262 | | | 7,059 | |
| COMPUTER SERVICES | 12,295 | 1,700 | | | 10,595 | |
| CONTRACTUAL SERVICES | 164,027 | 14,662 | | | 149,365 | |
| COMMODITIES | 3,727 | 3,678 | | | 49 | |
| GRANTS, SUBSIDIES, PENSIONS | 109,818 | | | | 109,818 | |
| TRANSFER TO OTHER FUNDS | 15,672 | | | | 15,672 | |
| TOTAL EXPENDITURES | 1,117,749 | 335,202 | | | 782,547 | |

SPECIAL SERVICES TEAM

ERIN FRAZIER, DIRECTOR

Central Office: 111 SEWALL STREET, AUGUSTA, ME 04330
 Mail Address: 23 STATE HOUSE STATION, AUGUSTA, ME 04333-0023 FAX: (207) 624-6651
 Established: 2008 Telephone: (207) 446-2775
 Reference: Policy Area: 02 Umbrella: 05 Unit: 071P Citation: M.R.S.A., Sect.:
 Average Counts-All Positions: 27.500 Legislative Count: 27.50

PURPOSE:

The Office of Special Services provides leadership, technical assistance, coordination and supervision of programs and services provided in accordance with the Individuals with Disabilities Education Act (IDEA) to children with disabilities birth to 22 years old. Activities are directed at the goal of enhancing the performance of children with disabilities and increasing participation in general education opportunities. The Office also works with various educational organizations, including institutions of higher education, private educational organizations, national technical assistance centers, and service providers. The Office of Special Services participates in the legislative process regarding the education and services for children with disabilities by proposing legislation and reviewing proposed legislation. It develops, promulgates and enforces regulatory requirements in alignment with state and federal statutes and regulations. It is responsible for the collection and analysis of student and school performance data that are reported publicly in conformity with federal and state obligations. Responsibility includes administration of the federal IDEA, Part B (children with disabilities age 3-22) and Part C (early intervention for children with disabilities birth-3). It is also responsible for oversight of the plan and vendor for the Assistive Technology Act of 1998 (AT Act), as amended.

ORGANIZATION:

The Office of Special Services is organized in six teams, including Federal Programs/Monitoring, Data Team, Fiscal Management Team, Special Projects for Inclusive Education, Dispute Resolution and State Agency Clients. These teams oversee general supervision of special education services provided in schools, including public and private programs. Special projects include intensive math and literacy supports as well as technical assistance on extended eligibility. Fiscal management includes overseeing IDEA Part B and Part C funds and several grant awards from federal sources. Federal reporting occurs in the State Performance Plan and the Annual Performance Report (SPP/APR) and the State Systemic Improvement Plan (SSIP). Stakeholders are engaged in the functioning of the Special Services Team through the State Advisory Panel (SAP), and coordination of other advocacy groups include Maine Parent Federation and Disability Rights Maine. The Special Services Team also collaborates across the Department on statewide educational initiatives.

PROGRAM:

Personnel in the Office of Special Services provide leadership, support, and technical assistance for an array of services to schools, families, and other

DEPARTMENT OF EDUCATION

stakeholders locally, regionally, and statewide. Support is also provided to interdepartmental activities outlined in Memoranda of Understanding with the Departments of Health and Human Services, Labor, and Corrections. In addition, the Office of Special Services team collaborates internally with the Department's personnel in general education, certification, school approval, and assessment. Maine Unified Special Education Regulation Birth to Age Twenty-Two (MUSER) aligns services to children with disabilities ages birth to 2 years old and children with disabilities ages 3 to 5 through the statewide Child Development Services program. The Office supports implementation of the AT Act Program in collaboration with the University of Maine System and a network of public and private entities.

LICENSES:

The Office of Special Services collaborates with other state agencies to ensure appropriateness of special education personnel licensing and associated program and services costs.

PUBLICATIONS:

The Office of Special Services provides a number of guidance documents for the MUSER as well as for various other functions performed under the federal IDEA. The Office also maintains a website to disseminate information and resources to schools, parents and families.

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| SPECIAL SERVICES TEAM | TOTAL | | SPECIAL | HIGHWAY | FEDERAL | MISC |
|-----------------------------|--------------------|-------------------|---------|---------|-------------------|-------|
| | FOR | GENERAL | | | | |
| EXPENDITURES | ALL | FUND | REVENUE | FUND | FUNDS | FUNDS |
| SALARIES & WAGES | 1,858,623 | 82,471 | | | 1,776,152 | |
| HEALTH BENEFITS | 432,153 | 21,591 | | | 410,562 | |
| RETIREMENTS | 451,556 | 18,339 | | | 433,217 | |
| OTHER FRINGE BENEFITS | 44,415 | 2,008 | | | 42,407 | |
| COMPUTER SERVICES | 17,310 | 1,602 | | | 15,708 | |
| CONTRACTUAL SERVICES | 2,373,889 | 57,736 | | | 2,316,153 | |
| RENTS | 9,926 | | | | 9,926 | |
| COMMODITIES | 21,688 | 10,228 | | | 11,460 | |
| GRANTS, SUBSIDIES, PENSIONS | 115,253,471 | 43,505,540 | | | 71,747,931 | |
| TRANSFER TO OTHER FUNDS | 119,170 | | | | 119,170 | |
| TOTAL EXPENDITURES | 120,582,201 | 43,699,515 | | | 76,882,686 | |

LEARNING THROUGH TECHNOLOGY TEAM

BETH LAMBERT, DIRECTOR

Central Office: 111 SEWALL STREET, AUGUSTA, ME 04330
 Mail Address: 23 STATE HOUSE STATION, AUGUSTA, ME 04333-0023 FAX: (207) 624-6700
 Established: 2009 Telephone: (207) 592-4398
 Reference: Policy Area: 02 Umbrella: 05 Unit: 071K Citation: M.R.S.A., Sect.:

PURPOSE:

The Learning Through Technology team is charged with implementation and oversight of the state programs that leverage technology to support student learning and achievement. These include: 1) The Maine Learning Technology Initiative (MLTI), 2) Computer Science Education, 3) the statewide learning management system grant program, 4) The Maine School Library Network (MSLN), and 5) providing statewide professional learning in support of instructional technology integration.

ORGANIZATION:

The team is comprised of seven members: five positions supported by General Purpose Aid for Local Schools, and two positions supported by the General Fund. The team resides in the Office of Innovation.

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PROGRAM:

- 1) MLTI provides 1:1 computing devices, professional learning, and infrastructure support to all eligible students and staff.
- 2) The computer science specialist implements the state computer science plan, the professional learning grant program, and the computer science intergration program.
- 3) Statewide Learning Management System grant program provides funding for three years of licenses for learning management systems to public K-12 school districts.
- 4) MSLN provides advanced broadband internet connectivity to virtually all K-12 public and private schools in Maine through a cooperative effort between the Maine Department of Education (DOE) and the University of Maine System (UMS). The network is a cooperative effort between the Maine DOE, Maine State Library, Maine Information Technology within the Department of Administrative and Financial Services, and the UMS.
- 5) Staff on this team provide a wide array of professional learning and technical support to school systems, teachers, and other organizations across the State. This is completed by staff and through contracted services overseen and managed by the staff.

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| LEARNING THROUGH TECHNOLOGY TEAM | TOTAL FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|----------------------------------|---------------------|------------------|-----------------------|--------------|---------------|------------|
| EXPENDITURES | | | | | | |
| SALARIES & WAGES | 18,262 | 18,262 | | | | |
| HEALTH BENEFITS | 1,760 | 1,760 | | | | |
| RETIREMENTS | 4,088 | 4,088 | | | | |
| OTHER FRINGE BENEFITS | 265 | 265 | | | | |
| COMPUTER SERVICES | 262,715 | 262,715 | | | | |
| CONTRACTUAL SERVICES | 1,168,210 | 1,168,210 | | | | |
| COMMODITIES | 22,384 | 22,384 | | | | |
| GRANTS, SUBSIDIES, PENSIONS | 1,546,648 | 1,546,648 | | | | |
| TOTAL EXPENDITURES | 3,024,332 | 3,024,332 | | | | |

TEACHER RETIREMENT

DR. REBECCA M. WYKE, CEO, MAINEPERS

WATS: (800) 451-9800
 TTY: (207) 512-3102

Central Office: 139 CAPITOL STREET, AUGUSTA, ME 04330

Mail Address: PO BOX 349, AUGUSTA, ME 04332-0349

Established: 1996

FAX: (207) 512-3282

Telephone: (207) 512-3100

Reference: Policy Area: 02 Umbrella: 05 Unit: 071T Citation: T00005 M.R.S.A., Sect.: 000017154

PURPOSE:

Public Law 2013, Chapter 368 changes the method for funding normal costs of teacher retirement. Beginning in fiscal year 2014, the normal cost of retirement for a teacher is reflected in the General Purpose Aid for Local Schools expenditures for School Finance and Operations Team Unit and included in the costs for the school administrative unit that employs the teacher. The remaining employer retirement cost component is the unfunded actuarial liability, which forms the expenditures for teacher retirement.

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| TEACHER RETIREMENT | TOTAL FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|-----------------------------|---------------------|--------------------|-----------------------|--------------|---------------|------------|
| EXPENDITURES | | | | | | |
| GRANTS, SUBSIDIES, PENSIONS | 249,734,096 | 249,734,096 | | | | |
| TOTAL EXPENDITURES | 249,734,096 | 249,734,096 | | | | |

DEPARTMENT OF EDUCATION

EDUCATION UNORGANIZED TERRITORY

RICHARD COLPITTS, DIRECTOR

Central Office: 90 BLOSSOM LANE, AUGUSTA, ME 04330
 Mail Address: 136 STATE HOUSE STATION, AUGUSTA, ME 04333-0136 FAX:
 Established: 1983 Telephone: (207) 624-6892
 Reference: Policy Area: 02 Umbrella: 05 Unit: 071U Citation: T0020A M.R.S.A., Sect.: Chap 119
 Average Counts-All Positions: 54.912 Legislative Count: 25.50

PURPOSE:

The mission of Education in the Unorganized Territory (EUT) is to deliver a comprehensive range of educational services to all eligible pupils aged 3 to 20 who are legal residents of the Unorganized Territory of Maine. Maine Revised Statutes, Title 20-A, Chapter 119 establishes the Commissioner's statutory authority to provide elementary and secondary schooling through the operation of schools in the unorganized territory or to provide resident pupils with transportation services and tuition to attend school in the nearest public school system.

ORGANIZATION:

EUT consists of a Director of the EUT, an Education Specialist III who serves as the Assistant Director of Special Education for the unorganized territory, a Business Manager, a Secretary Specialist and an EUT Building and Fleet Maintenance Manager. All positions except the Assistant Director of Special Education are located at the central office in Augusta.

PROGRAM:

EUT is responsible for the operation of three elementary schools with a total enrollment of 127 pupils (Connor, Edmunds, and Kingman). Employees in these schools include Principal, teaching principals, teachers, office assistant IIs, teacher aides, janitors, bus drivers and cooks. In addition, approximately 738 pupils are tuitioned to 65 local school systems with transportation provided through 10 contracted vendors and 22 conveyances agreements. The EUT works collaboratively with local education agencies to coordinate bus routes to transport unorganized territory children to and from school. Pupils who reside in more remote locations are provided educational services through a variety of alternative methods such as room and board in lieu of transportation, tutors, and home schooling.

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| EDUCATION UNORGANIZED TERRITORY | TOTAL | | SPECIAL | | | |
|---------------------------------|-------------------|-------------------|---------------|--------------|----------------|------------|
| | ALL FUNDS | GENERAL FUND | REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
| EXPENDITURES | | | | | | |
| SALARIES & WAGES | 2,033,431 | 1,947,508 | | | 85,923 | |
| HEALTH BENEFITS | 481,208 | 458,952 | | | 22,256 | |
| RETIREMENTS | 451,712 | 432,601 | | | 19,111 | |
| OTHER FRINGE BENEFITS | 42,067 | 40,314 | | | 1,753 | |
| COMPUTER SERVICES | 194,314 | 21,491 | | | 172,823 | |
| CONTRACTUAL SERVICES | 11,276,742 | 11,193,161 | | | 83,581 | |
| RENTS | 23,560 | 23,560 | | | | |
| COMMODITIES | 182,952 | 128,311 | | | 54,641 | |
| GRANTS, SUBSIDIES, PENSIONS | 3,106 | 3,106 | | | | |
| EQUIPMENT | 315,753 | 315,753 | | | | |
| TRANSFER TO OTHER FUNDS | 10,370 | 2 | | | 10,368 | |
| TOTAL EXPENDITURES | 15,015,215 | 14,564,759 | | | 450,456 | |

DEPARTMENT OF EDUCATION

OFFICE OF WORKFORCE DEVELOPMENT AND INNOVATIVE PATHWAYS

TAMARA RANGER, DIRECTOR

Central Office: 111 SEWALL STREET, AUGUSTA, ME 04330

Mail Address: 23 STATE HOUSE STATION, AUGUSTA, ME 04333-0023 *FAX:* (207) 624-6700

Established: 2022

Telephone: (207) 592-1347

Reference: Policy Area: 02 *Umbrella:* 05 *Unit:* 0710 *Citation:*

M.R.S.A., Sect.:

Average Counts-All Positions: 3.000

Legislative Count: 3.00

PURPOSE:

The Office of Workforce Development and Innovative Pathways (WDIP) provides comprehensive coordination and alignment of policies, programs, resources, and initiatives of Adult Education (AE), Career and Technical Education (CTE), Extended Learning Opportunities (ELO), and Education Pathways & Early College (EPEC) to expand learning opportunities for students, maximize efficiencies, and elevate WDIP's collective support for Maine's workforce goals.

ORGANIZATION:

WDIP is comprised of four teams: CTE, AE, ELO, and EPC. WDIP reports to the Associate Commissioner of Public Education and has authority for 20 positions.

PROGRAM:

AE oversees the administration of high school equivalency, adult high school completion, adult literacy, workforce training and retraining, adult basic education, English language acquisition, professional development, and special projects to meet academic and workforce needs of adults facing barriers to postsecondary education and employment.

CTE oversees and provides support for Maine's 27 CTE schools, including approval of CTE programs, Carl D. Perkins funds, Carl D. Perkins accountability measures, Future Farmers of America/Agriculture, middle school CTE explorations and experiences, and school reviews to provide robust and innovative career and technical education programs.

EPEC oversees the State Diploma Program and grows all early college opportunities for high schools and CTE programs to ensure students are provided their statutorily allowable credit hours and equitable access to opportunities.

ELO oversees career exploration programs including extended learning opportunities, internships, apprenticeships, and job shadow programs throughout the State to ensure students engage in meaningful career exploration activities, with a particular focus on career areas highlighted in the Maine Economic Strategic Plan.

WDIP utilizes, processes, and supports implementation of state and federal programs/grants including the Carl Perkins Vocational, George Briggs, Adult Education and Family Literacy, Workforce Innovation, and Maine Jobs and Recovery Plan, Aspirations, and Early College. WDIP develops rules and writes reports as directed by legislation; reviews and testifies on legislation; and collects, analyzes, and reports on WDIP initiatives in order to identify strengths and gaps in programming, and to provide the Department, other state agencies, and partners with data-informed recommendations.

WDIP team members collaborate on a regular basis with several other offices within the Department of Education, including School and Student Supports, Special Services, Federal Programs, Higher Education and Educator Support Services, School Finance, Data, Communications, and the Office of Innovation to ensure programs are equitable and inclusive; innovative and engaging; and poised to grow to support multiple pathways for Maine's learners.

Additionally, WDIP team members work collaboratively with external organizations and agencies, including the Maine State Board of Education, the Children's Cabinet, the Maine Department of Economic and Community Development, the Maine Department of Labor, the Governor's Office of Policy Innovation and the Future, the Maine Community College System, and the University of Maine System to ensure comprehensive, integrated and coordinated services and opportunities for Maine's 27 CTE schools, AE programs, Early College programs, and Career Exploration programs.

DEPARTMENT OF EDUCATION

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| OFFICE OF WORKFORCE DEVELOPMENT AND INNOVATIVE PATHWAYS | TOTAL FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|--|------------------------------|-----------------|-----------------------------|-----------------|------------------|---------------|
| EXPENDITURES | | | | | | |
| SALARIES & WAGES | 157,831 | 157,831 | | | | |
| HEALTH BENEFITS | 31,954 | 31,954 | | | | |
| RETIREMENTS | 40,664 | 40,664 | | | | |
| OTHER FRINGE BENEFITS | 2,798 | 2,798 | | | | |
| COMPUTER SERVICES | 36,041 | 36,041 | | | | |
| CONTRACTUAL SERVICES | 25,399 | 25,399 | | | | |
| RENTS | 2,222 | 2,222 | | | | |
| COMMODITIES | 125 | 125 | | | | |
| TOTAL EXPENDITURES | 297,034 | 297,034 | | | | |

DEPARTMENT OF ENVIRONMENTAL PROTECTION

**DEPARTMENT OF ENVIRONMENTAL PROTECTION
MELANIE LOYZIM, COMMISSIONER**

WATS: (800) 452-1942

Central Office: 28 TYSON DR, AUGUSTA, ME 04330

Mail Address: 17 STATE HOUSE STATION, AUGUSTA, ME 04333

FAX: (207) 287-7826

Established: 1972

Telephone: (207) 287-7830

Reference: Policy Area: 04 Umbrella: 06 Unit: 096 Citation: T0038 M.R.S.A., Sect.: 0000341-A

Average Counts-All Positions: 394.462

Legislative Count: 393.50

Units:

BUREAU OF AIR QUALITY

BUREAU OF WATER QUALITY

LAND RESOURCES

BUREAU OF REMEDIATION AND WASTE MANAGEMENT

OFFICE OF THE COMMISSIONER

BOARD OF UNDERGROUND STORAGE TANK INSTALLERS

BOARD OF ENVIRONMENTAL PROTECTION

PURPOSE:

The Department of Environmental Protection is charged by statute to prevent, abate and control the pollution of the air, water and land and preserve, improve and prevent diminution of the natural environment of the State. The Department is also charged with protecting and enhancing the public's right to use and enjoy the State's natural resources and with educating the public on natural resource use, requirements and issues. The Department, through authority vested in the Commissioner and the Board of Environmental Protection, exercises the policy powers of the State to prevent the pollution of the natural environment. It recommends to the Legislature measures for the improvement of environmental protection, administers grants, issues licenses, and initiates enforcement actions.

ORGANIZATION:

On July 1, 1972, the Department was formally created with a broad mandate of responsibilities extending to air, land, water, waste and other environmental areas of concern.

PROGRAM:

The Department of Environmental Protection's activities, goals, objectives and plans are reflected in the reports of the individual bureaus, programs and specific initiatives.

The Bureau of Air Quality administers state air pollution laws and the Federal Clean Air Act. The Bureau conducts air monitoring and modeling, licenses air emissions, enforces license conditions and manages technical data.

The Bureau of Remediation and Waste Management is responsible for responding to discharges or spills of oil products or hazardous matter; directing the cleanup or mitigation of adverse effects associated with uncontrolled hazardous substance sites; managing hazardous wastes, hazardous substances, petroleum products and biomedical waste; administering the State's solid waste facility licensing program, the asbestos and lead abatement programs, and the residuals landspreading program.

The Bureau of Water Quality is responsible for assessing the quality of Maine's waterways, licensing wastewater discharges and reporting water body uses and recommended classifications to the Legislature.

The Bureau of Land Resources is responsible for administering the laws and regulations related to a wide range of land development activities, including large-scale developments, stormwater, impacts to natural resources (ponds, streams, wetlands, etc.), mining and gravel pits, shoreland zoning, and hydropower facilities. The Bureau also performs compliance and enforcement tasks to ensure land development activities are in compliance with the licenses issued.

LICENSES:

Licenses and Permits: Air Emission, Oil Terminal Facility, Hazardous Waste Treatment Facility and Storage Facility, Hazardous Waste Transporter, Vessels at Anchorage, Waste Oil Storage Facility, Waste Oil Dealer and Transporter, Hazardous Waste Disposal Facility, Septage Sites, Solid Waste Facility, Maine

DEPARTMENT OF ENVIRONMENTAL PROTECTION

Pollutant Discharge Elimination System, Wastewater and Experimental Discharge, Stormwater, Log Storage, Mining, Site Location of Development, Hydropower, Sludge Utilization, and Natural Resources Protection.

Certifications: Underground Oil and Hazardous Substance Storage Tank Installer, Asbestos Abatement Contractor, Design Consultant and Worker, Asbestos Evaluation Specialist and Project Supervisor, Water Quality, Wastewater Treatment Facility Operator, Servicing and Repairing Sanitary Waste Treatment Facilities, FAME, Water Pollution Control Facilities, Tax Exemption for Pollution Control Facilities, Small Scale Wind.

(See Bureau entries for details)

PUBLICATIONS:

Guidance documents provide specificity regarding implementation of a variety of laws, programs and environmental issues.

Study reports as directed by the Legislature.

(see www.Maine.gov/dep for details)

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| DEPARTMENT SUMMARY | TOTAL FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|-----------------------------|---------------------|-------------------|-----------------------|---------------|-------------------|------------------|
| SALARIES & WAGES | 22,814,143 | 6,868,190 | 12,036,305 | | 3,909,648 | |
| HEALTH BENEFITS | 5,329,193 | 1,592,084 | 2,800,401 | | 936,708 | |
| RETIREMENTS | 5,367,331 | 1,613,168 | 2,877,110 | | 877,053 | |
| OTHER FRINGE BENEFITS | 560,471 | 168,203 | 293,959 | | 98,309 | |
| COMPUTER SERVICES | 2,053,377 | 719,124 | 1,262,241 | 777 | 71,235 | |
| CONTRACTUAL SERVICES | 12,375,622 | 869,071 | 7,558,396 | 18,894 | 3,929,261 | |
| RENTS | 1,183,355 | 153,295 | 925,608 | 6,579 | 97,873 | |
| COMMODITIES | 511,585 | 45,724 | 326,658 | 442 | 138,761 | |
| GRANTS, SUBSIDIES, PENSIONS | 24,178,615 | 304,500 | 11,371,879 | | 4,578,662 | 7,923,574 |
| EQUIPMENT | 1,147,212 | 52,353 | 797,540 | | 297,319 | |
| TRANSFER TO OTHER FUNDS | 528,480 | 41 | 423,135 | 401 | 104,903 | |
| TOTAL EXPENDITURES | 76,049,384 | 12,385,753 | 40,673,232 | 27,093 | 15,039,732 | 7,923,574 |

| DEPARTMENT OF ENVIRONMENTAL PROTECTION | TOTAL FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|--|---------------------|------------------|-----------------------|--------------|------------------|------------|
| SALARIES & WAGES | 7,403,482 | 1,719,276 | 3,180,098 | | 2,504,108 | |
| HEALTH BENEFITS | 1,784,577 | 411,838 | 771,397 | | 601,342 | |
| RETIREMENTS | 1,693,107 | 395,259 | 726,300 | | 571,548 | |
| OTHER FRINGE BENEFITS | 180,442 | 40,915 | 76,063 | | 63,464 | |
| COMPUTER SERVICES | 154,482 | 64,993 | 73,433 | | 16,056 | |
| CONTRACTUAL SERVICES | 1,687,800 | 38,429 | 655,313 | | 994,058 | |
| RENTS | 256,208 | 10,216 | 160,070 | | 85,922 | |
| COMMODITIES | 178,553 | 1,204 | 51,278 | | 126,071 | |
| GRANTS, SUBSIDIES, PENSIONS | 7,912,848 | | 3,910,053 | | 4,002,795 | |
| EQUIPMENT | 43,371 | | | | 43,371 | |
| TRANSFER TO OTHER FUNDS | 153,727 | | 85,670 | | 68,057 | |
| TOTAL EXPENDITURES | 21,448,597 | 2,682,130 | 9,689,675 | | 9,076,792 | |

BUREAU OF AIR QUALITY

JEFF CRAWFORD, BUREAU DIRECTOR

Central Office: 28 TYSON DR, AUGUSTA, ME 04330

Mail Address: 17 STATE HOUSE STATION, AUGUSTA, ME 04333

Established: 1972

Reference: Policy Area: 04 Umbrella: 06 Unit: 096A Citation: T0038

Average Counts-All Positions: 18.000

FAX: (207) 287-7641

Telephone: (207) 242-3414

M.R.S.A., Sect.: 000000581

Legislative Count: 18.00

DEPARTMENT OF ENVIRONMENTAL PROTECTION

PURPOSE:

The Bureau of Air Quality implements state air pollution laws and the federal Clean Air Act. The Bureau issues air emission licenses, assesses ambient air impacts from emissions, ensures compliance with state and federal air emission regulations, monitors ambient air quality, and manages data systems to measure environmental impacts and program performance.

ORGANIZATION:

The Bureau of Air Quality (BAQ) is comprised of two divisions: the Division of Air Quality Assessment and the Division of Licensing and Compliance.

PROGRAM:

The Division of Air Quality Assessment is responsible for all ambient air quality monitoring conducted and the data collected throughout the State, which is carried out by the 4 regional offices in Presque Isle, Bangor, Augusta and Portland. The data obtained is submitted to Environmental Protection Agency and used for issuing daily air quality forecasts, making attainment demonstrations and tracking trends, among other multiple uses. The Division is also responsible for the operation of the Air Laboratory that supports the monitoring program by performing various analyses of collected air samples, conducting performance audits of all monitoring equipment, the creation and/or upkeep of the Division's Quality Assurance Project Plans and Standard Operating Procedures, and managing and maintaining the monitoring program's and Air Lab's data management systems and their applications. The Division also performs sophisticated technical analyses of a variety of complicated data sets, draft regulatory proposals and final promulgations and provides comments, notes potential issues and makes recommendations to division and bureau management based on results of, and conclusions from, completed assessments.

The Division of Licensing and Compliance consists of four sections: Licensing, Compliance, Mobile Sources, and Emissions Inventory. The Licensing Section is primarily responsible for reviewing applications from facilities that are required to obtain air emission licenses and writing the licenses to include state and federal requirements to which each facility is subject. The Compliance Section is primarily responsible for evaluating the compliance status of regulated facilities. The Mobile Sources Section is primarily responsible for determining compliance with Maine's laws and regulations relative to mobile sources, including the motor vehicle inspection and maintenance program, the sale of motor vehicles that meet California emission standards, and the heavy-duty diesel truck emission standards. This section is also responsible for determining and implementing the appropriate enforcement action for any non-compliance events. The Inventory Section collects and evaluates data on emissions of criteria pollutants, hazardous air pollutants, and greenhouse gases.

LICENSES:

Minor and major source air emission licenses, Nonmetallic Mineral Processing Plant General Permits, Concrete Batch Plant General Permits, Class IV-A Incinerator General Permits, Dry Cleaner Registrations, Smaller-Scale Electric Generating Resources Registrations.

PUBLICATIONS:

Representative list. More at www.maine.gov/dep
Air Emission Inventory Data - <https://www.maine.gov/dep/ftp/AIR/DATA/>
Annual Air Monitoring Plan -
<https://www.maine.gov/dep/air/monitoring/index.html#plan>
Regional Greenhouse Gas (GHG) Initiative Annual Report -
<https://www.maine.gov/dep/publications/reports/index.html>
Ninth Biennial Report on Progress Toward GHG Reduction Goals -
<https://www.maine.gov/dep/publications/reports/index.html>

DEPARTMENT OF ENVIRONMENTAL PROTECTION

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| BUREAU OF AIR QUALITY | TOTAL FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|-----------------------------|------------------------------|------------------|-----------------------------|-----------------|------------------|---------------|
| EXPENDITURES | | | | | | |
| SALARIES & WAGES | 1,072,351 | 908,461 | | | 163,890 | |
| HEALTH BENEFITS | 240,059 | 214,078 | | | 25,981 | |
| RETIREMENTS | 240,189 | 215,794 | | | 24,395 | |
| OTHER FRINGE BENEFITS | 24,127 | 21,956 | | | 2,171 | |
| COMPUTER SERVICES | 6,545 | 5,768 | | 777 | | |
| CONTRACTUAL SERVICES | 56,753 | 36,986 | | 18,894 | 873 | |
| RENTS | 24,848 | 14,846 | | 6,579 | 3,423 | |
| COMMODITIES | 4,941 | 4,499 | | 442 | | |
| GRANTS, SUBSIDIES, PENSIONS | 153,900 | | | | 153,900 | |
| EQUIPMENT | 253,948 | | | | 253,948 | |
| TRANSFER TO OTHER FUNDS | 3,714 | | | 401 | 3,313 | |
| TOTAL EXPENDITURES | 2,081,375 | 1,422,388 | | 27,093 | 631,894 | |

LAND RESOURCES

ROB WOOD, BUREAU DIRECTOR

Central Office: 28 TYSON DR, AUGUSTA, ME 04330
 Mail Address: 17 STATE HOUSE STATION, AUGUSTA, ME 04333 FAX: (207) 287-7826
 Established: 2015 Telephone: (207) 855-8361
 Reference: Policy Area: 04 Umbrella: 06 Unit: 096C Citation: M.R.S.A., Sect.:
 Average Counts-All Positions: 27.000 Legislative Count: 27.00

PURPOSE:

The Bureau of Land Resources is responsible for administering environmental laws designed to protect and improve the quality of Maine's land resources and surface waters, reviewing land development projects that may have an adverse impact on the natural environment and protected natural resources, and providing a coordinated approach with other natural resource protection agencies.

The Bureau administers the Site Location of Development Act, Natural Resources Protection Act, Mandatory Shoreland Zoning Act, Maine Waterway Development and Conservation Act, Stormwater Management Law, Erosion and Sedimentation Control Law, Solar Energy Development Decommissioning Law, Performance Standards for Excavations for Borrow, Clay, Topsoil, or Silt, Performance Standards for Quarries, Maine Metallic Mineral Mining Act, Maine Wind Energy Act, and state water quality laws.

The Bureau receives some federal funding under the Coastal Zone Management Act in return for state-level administration of the State's core environmental laws. The Bureau is also responsible for the completion of Federal Consistency reviews in conjunction with the Maine Coastal Program at the Maine Department of Marine Resources.

ORGANIZATION:

The Bureau consists of the Licensing Division (three regional Licensing teams, the Stormwater Engineering team, and the Hydrogeology team); the Field Services Division (the Enforcement and Compliance team, the Mining Program, and the Shoreland Zoning Program); and the Hydropower Program.

PROGRAM:

The Licensing Division reviews permit applications primarily under the Site Location of Development Act, the Natural Resources Protection Act, and the Stormwater Management Law. The Hydropower program reviews permit applications under the Maine Waterway Development and Conservation Act and issues water quality certifications to hydropower facilities. The Mining program oversees the regulation of borrow pits, quarries, and metallic mineral mines. The Shoreland Zoning program assists municipalities with implementation of the Shoreland Zoning Act. Staff within the Bureau are responsible for licensing, complaint resolution, compliance inspections, education and outreach, and enforcement actions.

DEPARTMENT OF ENVIRONMENTAL PROTECTION

LICENSES:

Site Location of Development permits; Natural Resources Protection Act permits; Stormwater Management Law permits; Maine Construction General Permits; Borrow, Clay, Topsoil, Silt and Quarry notices; 401 Water Quality Certifications; Coastal Zone Management Consistency Determinations; Hydropower Permits; Solar Energy Development Decommissioning Plan approvals, and Shoreland Zoning Municipal Ordinance Approvals.

Recent license application trends include a large influx of Solar Decommissioning Plan applications (more than 400 received in 2022); a continuing high volume of applications for solar energy projects under Site Law (increasing from 80 in 2021 to 103 in 2022); an increase in non-solar applications under Site Law (increasing from 38 in 2021 to 53 in 2022); a continuing high volume of permit by rule applications (2,728 in 2021 and 2,521 in 2022); and a decrease in the volume of individual permit applications when Decommissioning Plan applications are excluded (dropping from 1,053 in 2021 to 710 in 2022).

PUBLICATIONS:

Representative list. More at www.maine.gov/dep

Maine Erosion and Sedimentation Control BMPs
<http://www.maine.gov/dep/land/erosion/escbmps/index.html>

Maine Stormwater BMP Manual
<http://www.maine.gov/dep/land/stormwater/stormwaterbmps/index.html>

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| LAND RESOURCES | TOTAL FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|-----------------------------|---------------------|------------------|-----------------------|--------------|----------------|------------------|
| EXPENDITURES | | | | | | |
| SALARIES & WAGES | 1,633,657 | 1,469,014 | | | 164,643 | |
| HEALTH BENEFITS | 386,942 | 341,143 | | | 45,799 | |
| RETIREMENTS | 366,159 | 329,404 | | | 36,755 | |
| OTHER FRINGE BENEFITS | 40,251 | 35,817 | | | 4,434 | |
| COMPUTER SERVICES | 1,281 | 1,281 | | | | |
| CONTRACTUAL SERVICES | 48,979 | 48,979 | | | | |
| RENTS | 49,822 | 49,822 | | | | |
| COMMODITIES | 2,800 | 2,800 | | | | |
| GRANTS, SUBSIDIES, PENSIONS | 3,118,646 | | | | | 3,118,646 |
| TRANSFER TO OTHER FUNDS | 3,780 | 3 | | | 3,777 | |
| TOTAL EXPENDITURES | 5,652,317 | 2,278,263 | | | 255,408 | 3,118,646 |

**OFFICE OF THE COMMISSIONER
 MELANIE LOYZIM, COMMISSIONER**

Central Office: 28 TYSON DR, AUGUSTA, ME 04330
 Mail Address: 17 STATE HOUSE STATION, AUGUSTA, ME 04333 FAX: (207) 287-7826
 Established: 2004 Telephone: (207) 287-7830
 Reference: Policy Area: 04 Umbrella: 06 Unit: 096F Citation: T0038 M.R.S.A., Sect.: 000000342
 Average Counts-All Positions: 30.000 Legislative Count: 30.00

PURPOSE:

The Office of the Commissioner provides coordination of management and planning efforts across the Department, develops and staffs intra-agency initiatives and provides overall strategic direction for the Department.

ORGANIZATION:

The Office of the Commissioner consists of the Commissioner, Deputy Commissioner, Office of Policy Services, Office of Innovation and Assistance, and Office of Education and Outreach.

DEPARTMENT OF ENVIRONMENTAL PROTECTION

PROGRAM:

The Office of Policy Services oversees rulemaking and enforcement activities, coordinates strategic planning and quality assurance and provides support services to the Department. The Office also serves as primary liaison with the Office of the Maine Attorney General.

The Office of Innovation and Assistance reviews departmental initiatives and makes recommendations to the Commissioner on how to integrate multi-media, innovative programs and technical assistance. The Office administers the Small Business Technical Assistance Program (SBTAP) and the State's Environmental Leader programs.

The Office of Education and Outreach develops and coordinates departmental communications and legislative and outreach initiatives. Staff provide the central point of contact for legislators, the media and the general public. The Office is responsible for delivery of proactive, integrated and professional quality educational initiatives and for execution of the agency's annual legislative agenda.

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| OFFICE OF THE COMMISSIONER EXPENDITURES | TOTAL | SPECIAL | | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|--|---------------------|------------------|------------------|-----------------|------------------|---------------|
| | FOR ALL FUNDS | GENERAL FUND | REVENUE FUNDS | | | |
| SALARIES & WAGES | 1,985,716 | 546,357 | 1,439,359 | | | |
| HEALTH BENEFITS | 428,938 | 111,818 | 317,120 | | | |
| RETIREMENTS | 504,184 | 147,808 | 356,376 | | | |
| OTHER FRINGE BENEFITS | 47,090 | 13,943 | 33,147 | | | |
| COMPUTER SERVICES | 1,699,283 | 638,774 | 1,060,509 | | | |
| CONTRACTUAL SERVICES | 1,943,139 | 261,277 | 1,681,862 | | | |
| RENTS | 38,804 | | 38,804 | | | |
| COMMODITIES | 29,213 | 1,356 | 27,857 | | | |
| TRANSFER TO OTHER FUNDS | 74,481 | | 74,481 | | | |
| TOTAL EXPENDITURES | 6,750,848 | 1,721,333 | 5,029,515 | | | |

BOARD OF ENVIRONMENTAL PROTECTION

SUSAN M. LESSARD, CHAIR
WILLIAM F. HINKEL, EXECUTIVE ANALYST

Central Office: 28 TYSON DR, AUGUSTA, ME 04330
Mail Address: 17 STATE HOUSE STATION, AUGUSTA, ME 04333 *FAX:* (207) 287-7826
Established: 1972 *Telephone:* (207) 287-2811
Reference: Policy Area: 04 *Umbrella:* 06 *Unit:* 101 *Citation:* T0038 *M.R.S.A., Sect.:* 000000341C
Average Counts-All Positions: 2.000 *Legislative Count:* 2.00

PURPOSE:

The Board of Environmental Protection (Board) is charged with providing informed, independent and timely decisions on the interpretation, administration and enforcement of the laws relating to environmental protection, and with providing credible, fair and responsible public participation in the Department's decisions. The Board fulfills its purpose through rulemaking, decisions on applications of statewide significance, decisions on appeals of the Commissioner's licensing and certain emergency orders, and approval of consent agreements.

ORGANIZATION:

The Board consists of seven members appointed by the Governor, subject to review by the joint standing committee of the Legislature having jurisdiction over natural resource matters and confirmation by the Senate. Members are selected to represent a broad range of professional backgrounds and experiences. At least three members must have technical or scientific backgrounds in environmental issues and no more than four members may reside in the same Congressional District. Members serve four-year terms, and a member may not serve more than two consecutive four-year terms. The Governor appoints one member to serve as chair.

DEPARTMENT OF ENVIRONMENTAL PROTECTION

The Board is staffed by the Executive Analyst and the Board Clerk. Members receive \$55 per day for each meeting or hearing attended and reimbursement for travel expenses incurred while attending meetings, public hearings or participating in other official Board business. Four members of the Board constitute a quorum for the purposes of opening a meeting and for a vote of the Board.

PROGRAM:

The Board generally holds meetings and hearings in Augusta on the first and third Thursdays of each month. Additional meetings and hearings are scheduled by the Board as needed to address pending matters. The Board's agenda and the documents presented for Board consideration and decision are available online for public review prior to each board meeting, and the Board provides live audio-streaming of its proceedings. [<http://www.maine.gov/dep/bep/index.html>].

LICENSES:

The majority of license applications are processed at the Department staff level and decided by the Commissioner. However, state law provides that the Board shall decide applications for projects determined to be of statewide significance.

PUBLICATIONS:

Fact Sheets and Information Sheets providing guidance on public participation in the Board's proceedings and periodic reports to the Legislature are available online at [<http://www.maine.gov/dep/bep/index.html>].

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| BOARD OF ENVIRONMENTAL PROTECTION | TOTAL FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|-----------------------------------|---------------------|--------------|-----------------------|--------------|---------------|------------|
| EXPENDITURES | | | | | | |
| SALARIES & WAGES | 168,977 | | 168,977 | | | |
| HEALTH BENEFITS | 32,231 | | 32,231 | | | |
| RETIREMENTS | 43,981 | | 43,981 | | | |
| OTHER FRINGE BENEFITS | 4,031 | | 4,031 | | | |
| COMPUTER SERVICES | 543 | | 543 | | | |
| CONTRACTUAL SERVICES | 14,733 | | 14,733 | | | |
| RENTS | 10,785 | | 10,785 | | | |
| COMMODITIES | 749 | | 749 | | | |
| TRANSFER TO OTHER FUNDS | 4,770 | | 4,770 | | | |
| TOTAL EXPENDITURES | 280,800 | | 280,800 | | | |

BUREAU OF WATER QUALITY
BRIAN KAVANAH, BUREAU DIRECTOR

Central Office: 28 TYSON DR, AUGUSTA, ME 04330
 Mail Address: 17 STATE HOUSE STATION, AUGUSTA, ME 04333
 Established: 1994
 Reference: Policy Area: 04 Umbrella: 06 Unit: 096B Citation:
 Average Counts-All Positions: 45.000

FAX: (207) 287-7826
 Telephone: (207) 530-0293
 M.R.S.A., Sect.:
 Legislative Count: 45.00

PURPOSE:

The Bureau of Water Quality is responsible for administering environmental laws designed to improve and protect the quality of Maine's water resources. The Bureau administers state water quality laws as well as various programs under the Federal Clean Water Act, including the delegated federal National Pollutant Discharge Elimination System (NPDES) program. The Bureau receives federal funding under the Federal Clean Water Act to assist with state-level administration of those core laws.

ORGANIZATION:

There are two divisions within the Bureau: the Division of Water Quality Management and the Division of Environmental Assessment.

DEPARTMENT OF ENVIRONMENTAL PROTECTION

PROGRAM:

The Division of Water Quality Management regulates the discharge of pollutants to surface or ground waters of the State as authorized under the States' Protection and Improvement of Waters Law and the Federal Clean Water Act. Activities include licensing, compliance, and enforcement. The Division also oversees the operation of all wastewater treatment facilities, certifies wastewater treatment operators, and provides technical assistance.

In addition, the Division of Water Quality Management administers funding programs for the planning, design, and construction of wastewater treatment facilities. These include the State Revolving Fund, which funds rehabilitation and upgrade projects to maintain Maine's existing inventory of municipal wastewater treatment and collection facilities. Also included are: the Small Communities Grant Program, which focuses on remediating failing septic systems throughout the State; the Overboard Discharge Removal Program, which provides grants for the removal of certain systems as obligated under current law; and the Boat Pumpout Grant Program, which provides grants for boat pumpout facilities.

The Division of Environmental Assessment is responsible for monitoring and assessing ground and surface water quality to provide the scientific foundation for the Department's land and water regulatory programs as well as for developing environmental indicators to evaluate program effectiveness. The Division oversees the development of the biennial Integrated Water Quality Monitoring and Assessment Report, Surface Water Ambient Toxics Monitoring Program, the Dioxin Monitoring Program, the Lakes Program, the Maine Healthy Beaches Program, the Invasive Aquatic Species Program, and provides quality assurance and control of the Volunteer Lake Monitoring Program. Services include biological, toxicological, and water quality computer modeling of wastewater impacts, ambient monitoring, and investigative capabilities. The Division also coordinates regulatory and non-regulatory approaches that are tailored to problems in specific watersheds and administers the Nonpoint Source Program under Section 319 and Section 604b of the Federal Clean Water Act. The Division assists with education and outreach and public awareness campaigns to carry out these programs.

LICENSES:

Waste Discharge Licenses; MEPDES permits; Certificates of Tax Exemptions; 401 Water Quality Certifications.

PUBLICATIONS:

A variety of publications can be found here:
<https://www.maine.gov/dep/water/publications/index.html>

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| BUREAU OF WATER QUALITY | TOTAL | | | | | |
|-----------------------------|-------------------|------------------|-----------------------|--------------|----------------|------------------|
| | FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
| EXPENDITURES | | | | | | |
| SALARIES & WAGES | 2,905,282 | 1,738,838 | 1,072,118 | | 94,326 | |
| HEALTH BENEFITS | 689,121 | 410,765 | 258,656 | | 19,700 | |
| RETIREMENTS | 661,722 | 401,544 | 238,768 | | 21,410 | |
| OTHER FRINGE BENEFITS | 71,275 | 43,047 | 26,300 | | 1,928 | |
| COMPUTER SERVICES | 62,299 | 7,528 | 79 | | 54,692 | |
| CONTRACTUAL SERVICES | 498,421 | 348,544 | 141,162 | | 8,715 | |
| RENTS | 67,608 | 62,913 | 4,695 | | | |
| COMMODITIES | 48,550 | 32,293 | 11,173 | | 5,084 | |
| GRANTS, SUBSIDIES, PENSIONS | 9,209,934 | 304,500 | 3,678,813 | | 421,692 | 4,804,929 |
| EQUIPMENT | 23,500 | 23,500 | | | | |
| TRANSFER TO OTHER FUNDS | 29,439 | 37 | 26,312 | | 3,090 | |
| TOTAL EXPENDITURES | 14,267,151 | 3,373,509 | 5,458,076 | | 630,637 | 4,804,929 |

DEPARTMENT OF ENVIRONMENTAL PROTECTION

BUREAU OF REMEDIATION AND WASTE MANAGEMENT
SUSANNE MILLER, BUREAU DIRECTOR

Central Office: 28 TYSON DR, AUGUSTA, ME 04330

Mail Address: 17 STATE HOUSE STATION, AUGUSTA, ME 04333

Established: 1980

Reference: Policy Area: 04 *Umbrella:* 06 *Unit:* 096D *Citation:*

Average Counts-All Positions: 129.308

FAX: (207) 287-7826

Telephone: (207) 557-2700

M.R.S.A., Sect.:

Legislative Count: 129.00

PURPOSE:

The Bureau of Remediation and Waste Management administers Maine's oil, hazardous materials and materials management programs, including emergency response for oil and hazardous materials spills, regulation of underground oil storage facilities, marine oil terminals, piping associated with above-ground storage tanks, certification of underground oil storage facility installers and inspectors, and licensing of waste facilities, waste transporters, oil terminals, and spreading sites for septage, sludge and other residuals. Other programs include beverage redemption, product stewardship, oversight of asbestos and lead management and disposal, investigation and cleanup of uncontrolled hazardous substances sites, investigation of emerging contaminants at sites statewide, including per- and polyfluoroalkyl substances (PFAS), coordination with the United States Environmental Protection Agency (EPA) on investigation and clean-up of Superfund sites, and implementation of the Brownfields and Voluntary Response Action Programs.

The Bureau also manages the Maine Ground and Surface Waters Clean-Up and Response Fund, the Maine Hazardous Waste Fund, the Uncontrolled Sites Fund, and the Solid Waste Management Fund, as well as bond accounts for uncontrolled sites and landfill closures. The Bureau provides staff support to the Clean-up and Response Fund Review Board and the Board of Underground Storage Tank Installers.

ORGANIZATION:

The Bureau of Remediation and Waste Management consists of five divisions: Materials Management, Petroleum Management, Remediation, Response Services, and Technical Services. Each of these divisions is described in more detail below.

PROGRAM:

The Division of Materials Management is responsible for regulatory oversight, assistance, and outreach concerning liquid residuals and solid and hazardous waste facilities and activities. The Division supports and encourages the handling of materials in ways that are consistent with Maine's solid waste management hierarchy. The Division also administers Maine's beverage redemption law and regulations as well as several new laws relating to product stewardship, including a new packaging law, post-consumer beverage container law, pharmaceutical take-back program and the phase-out of sale and distribution of mercury-added lamps. The Division is significantly involved with the ongoing statewide PFAS investigation.

The Division of Petroleum Management is responsible for regulatory oversight, assistance, and outreach for petroleum facilities (such as oil terminals), underground piping associated with aboveground storage tanks, and underground storage tank facilities. The Division is responsible for investigating and mitigating risks posed by the release of petroleum. The Division processes applications from owners and operators of underground oil storage facilities to the Maine Ground and Surface Waters Clean-up and Response Fund.

The Division of Remediation investigates and mitigates risks posed by uncontrolled hazardous substance sites. The Division coordinates with the EPA and the U.S. Department of Defense on the investigation and clean-up of federal Superfund sites and formerly-used defense sites in Maine. The Division administers the lead and asbestos abatement programs, reimburses municipalities for the State's share of closure costs at former solid waste landfills, and investigates and mitigates the risks posed by these closed landfills to adjacent landowners. The Division oversees private investigation and remediation under the Voluntary Response Action Program and facilitates such action by administering the federal Brownfields Grant program. This Division is also significantly involved with the ongoing statewide PFAS investigation.

DEPARTMENT OF ENVIRONMENTAL PROTECTION

The Division of Response Services is the lead entity for response to oil spills in Maine, and is the co-lead, along with the appropriate public safety agency, for the assessment and remediation of hazardous materials releases in Maine. The Division responds to reports of spills and threatened releases of petroleum products and hazardous materials statewide, 24 hours a day, 7 days a week, and 365 days a year. It also responds to incidents involving weapons of mass destruction, radiation, and clandestine drug labs. The Division coordinates emergency clean-up and provides training to local fire departments and the State's hazardous materials teams.

The Division of Technical Services provides technical support to the Bureau's other divisions and programs in the areas of engineering, geology and chemistry. The Division plans and implements the cleanup of long-term petroleum remediation sites, provides technical assistance to the business community and the general public, and operates a program to replace home heating oil tanks that are at high risk of leaking. The Division is also responsible for regulatory oversight, assistance, and outreach for active solid waste landfills. This Division is also significantly involved with the ongoing statewide PFAS investigation.

LICENSES:

Oil Terminal Facility Licenses; Hazardous Waste Facility Licenses; Waste Transporter Licenses; Registration of Used Oil Collection Centers; Waste Oil Facility Licenses; Biomedical Facility Licenses; Registration of Underground Oil and Hazardous Substance Storage Tanks; Certification of Underground Storage Tank Operators; Solid Waste Facility Licenses; Septage Spreading Site Licenses; Licenses for Land Application of Sludge and Other Residuals; Beneficial Use Licenses; Asbestos Abatement Certification; Lead Abatement Certification; Redemption Center Licenses; Initiator of Deposit Licenses; and Registration of Labels and Beverage Containers.

PUBLICATIONS:

Numerous publications are available to assist the general public and regulated community in understanding and achieving compliance with the requirements of the programs administered by the Bureau of Remediation and Waste Management. These publications are available at <http://www.maine.gov/dep/publications/index.html>.

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| BUREAU OF REMEDIATION AND WASTE MANAGEMENT | TOTAL | | SPECIAL | | | MISC |
|---|-------------------|----------------|-------------------|---------|------------------|-------|
| | FOR | ALL | GENERAL | REVENUE | HIGHWAY | |
| EXPENDITURES | FUNDS | FUND | FUNDS | FUND | FUNDS | FUNDS |
| SALARIES & WAGES | 7,644,677 | 486,243 | 6,175,753 | | 982,681 | |
| HEALTH BENEFITS | 1,767,327 | 102,442 | 1,420,998 | | 243,887 | |
| RETIREMENTS | 1,857,991 | 123,359 | 1,511,686 | | 222,946 | |
| OTHER FRINGE BENEFITS | 193,255 | 12,525 | 154,418 | | 26,312 | |
| COMPUTER SERVICES | 128,944 | 779 | 127,678 | | 487 | |
| CONTRACTUAL SERVICES | 8,125,797 | 134,855 | 5,065,327 | | 2,925,615 | |
| RENTS | 735,280 | 15,497 | 711,254 | | 8,529 | |
| COMMODITIES | 246,780 | 3,573 | 235,601 | | 7,606 | |
| GRANTS, SUBSIDIES, PENSIONS | 3,783,288 | | 3,783,013 | | 275 | |
| EQUIPMENT | 826,393 | 28,853 | 797,540 | | | |
| TRANSFER TO OTHER FUNDS | 258,568 | | 231,902 | | 26,666 | |
| TOTAL EXPENDITURES | 25,568,300 | 908,126 | 20,215,170 | | 4,445,004 | |

**BOARD OF UNDERGROUND STORAGE TANK INSTALLERS
KEITH LINDSTROM, CHAIR**

Central Office: 28 TYSON DR, AUGUSTA, ME 04330
 Mail Address: 17 STATE HOUSE STATION, AUGUSTA, ME 04333
 Established: 1985
 Reference: Policy Area: 04 Umbrella: 06 Unit: 481 Citation: T0032
 FAX: (207) 287-7826
 Telephone: (207) 287-7688
 M.R.S.A., Sect.: 000010003

DEPARTMENT OF ENVIRONMENTAL PROTECTION

PURPOSE:

The Board of Underground Storage Tank Installers (Board) was established under 32 MRSA §§10001-10016 to safeguard public health, safety and welfare, protect the public from incompetent and unauthorized persons performing work in this field, ensure the highest degree of professional conduct on the part of underground oil storage tank installers and inspectors, and ensure the availability of underground oil storage tank installations and inspections of high quality to persons in need of those services.

ORGANIZATION:

The Board consists of seven members appointed by the Governor: one from the Department of Environmental Protection; one from the Maine Energy Marketers' Association; one underground oil storage tank installer; one from the Maine Chamber of Commerce or an underground tank installer or inspector; one from the Maine Fire Chiefs Association; and two members of the public. The Department provides staff support to the Board.

PROGRAM:

The Board offers initial and final examinations to applicants interested in becoming certified as underground storage tank installers or inspectors. Since the inception of the program in 1985, over 350 individuals have been certified to install or inspect underground oil storage tanks. There are currently 60 certified underground storage tank installers and 47 underground storage tank inspectors in Maine. The Board grants continuing education credits for underground storage tank installers and inspectors, and takes disciplinary actions against underground storage tank installers or inspectors who allegedly violate Board and Department rules.

LICENSES:

Underground Oil Storage Tank Installer Certificate; Underground Oil Storage Tank Inspector Certificate.

PUBLICATIONS:

Annual Report to the Commissioner, Department of Environmental Protection; Annual Report to the Secretary of State's Bureau of Corporations, Elections, and Commissions.

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

EXECUTIVE DEPARTMENT

**(OFFICE OF) GOVERNOR
JANET T. MILLS, GOVERNOR**

Central Office: STATE HOUSE, AUGUSTA, ME 04330

Mail Address: 1 STATE HOUSE STATION, AUGUSTA, ME 04333-0001 FAX: (207) 287-1034

Established: 1920 Telephone: (207) 287-3531

Reference: Policy Area: 00 Umbrella: 07 Unit: 102 Citation: T0002 M.R.S.A., Sect.: 000000001

Average Counts-All Positions: 64.040 Legislative Count: 63.50

Units:

GOVERNOR'S OFFICE OF COMMUNICATIONS

GOVERNOR'S ENERGY OFFICE

GOVERNOR'S BOARD ON EXECUTIVE CLEMENCY

GOVERNOR'S JUDICIAL NOMINATIONS ADVISORY COMMITTEE

(OFFICE OF) PUBLIC ADVOCATE

PURPOSE:

The Governor serves to direct the affairs of the State according to law; to take care that the laws be faithfully executed; to give the Legislature information regarding the condition of the State and recommend measures for their consideration; to submit to the Legislature a biennial budget for the operation of state government; to act as Commander-in-Chief of the military forces of the State; to nominate and appoint all judicial, civil and military officers of the State except as otherwise provided by law; to require information from any officer in the Executive Branch upon any subject relating to the respective duties; to grant reprieves, commutations, and pardons and remit, after conviction, forfeitures and penalties; and to accept for the State any and all gifts, bequests, grants, or conveyances to the State of Maine.

PROGRAM:

In addition to providing for its own staff support, the (Office of) Governor serves to coordinate and develop the several planning responsibilities of state government; to improve the relationship between the state government and its employees; and to operate, maintain, and display to the public the Blaine House, the official residence of the Governor. Some programs are so closely allied to the (Office of) Governor as to be in reality a part of it. A brief description of each follows.

Governor's Office. The administrative office of the Governor serves to provide staff support to the Governor as she carries out the responsibilities of the Chief Executive of the State of Maine. This support includes functions of: correspondence; policy development; legislative relations; national and regional Governors' associations; scheduling preparation of reports and addresses; public information; executive appointments; case work; and managing the operating budget of the Governor.

Blaine House. The Blaine House, a National Historic Landmark, is the official residence of the Governor of the State of Maine. The Blaine House staff provides services for the Governor, the Governor's family, and guests; maintains House offices for the Governor; displays the mansion during public visiting hours; and assists at official receptions and other gatherings at the Blaine House. The Governor is responsible for the operation of the building and general maintenance of its interior. The Bureau of General Services within the Department of Administrative and Financial Services maintains the grounds, service buildings, and exterior of the mansion, and is authorized to approve and execute any remodeling of the interior.

The Governor's Office of Policy Innovation and the Future (GOPIF) works to address critical long-term issues facing the State of Maine. As a key policy coordinator for the Governor, the office engages state agencies, stakeholders and the public in the planning and implementation of innovative, data-driven policy solutions. GOPIF's current leadership areas include: climate and energy policy, including the Maine Climate Council; opioid response and prevention; the Governor's Children's Cabinet, which focuses on education and childhood support policy; and economic innovation and workforce development policy. In response to the COVID-19 pandemic, GOPIF also provided planning, policy, communications and technology support to the Governor and several state agencies, and managed the Governor's Economic Recovery Committee. GOPIF addresses critical, long-term issues facing Maine, by engaging state agencies, stakeholders, and the public in the planning and implementation of innovative, data-driven policy solutions.

EXECUTIVE DEPARTMENT

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| DEPARTMENT SUMMARY | TOTAL FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|-----------------------------|------------------------------|-------------------|-----------------------------|-----------------|------------------|---------------|
| EXPENDITURES | | | | | | |
| SALARIES & WAGES | 5,789,839 | 3,800,240 | 1,366,676 | | 622,923 | |
| HEALTH BENEFITS | 1,164,031 | 772,085 | 280,704 | | 111,242 | |
| RETIREMENTS | 1,083,367 | 735,511 | 265,678 | | 82,178 | |
| OTHER FRINGE BENEFITS | 190,849 | 115,236 | 53,594 | | 22,019 | |
| COMPUTER SERVICES | 254,130 | 181,927 | 50,075 | | 22,128 | |
| CONTRACTUAL SERVICES | 7,932,847 | 4,239,655 | 2,069,147 | | 1,624,045 | |
| RENTS | 97,885 | 46,977 | 50,908 | | | |
| COMMODITIES | 90,791 | 63,684 | 27,029 | | 78 | |
| GRANTS, SUBSIDIES, PENSIONS | 364,785 | 302,106 | | | 62,679 | |
| TRANSFER TO OTHER FUNDS | 84,357 | | 81,905 | | 2,452 | |
| TOTAL EXPENDITURES | 17,052,881 | 10,257,421 | 4,245,716 | | 2,549,744 | |

| (OFFICE OF) GOVERNOR | TOTAL FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|-----------------------------|------------------------------|------------------|-----------------------------|-----------------|------------------|---------------|
| EXPENDITURES | | | | | | |
| SALARIES & WAGES | 3,721,102 | 3,432,392 | 61,083 | | 227,627 | |
| HEALTH BENEFITS | 713,363 | 675,706 | 11,035 | | 26,622 | |
| RETIREMENTS | 662,720 | 638,536 | 17,201 | | 6,983 | |
| OTHER FRINGE BENEFITS | 112,541 | 106,004 | 1,115 | | 5,422 | |
| COMPUTER SERVICES | 190,697 | 173,009 | -794 | | 18,482 | |
| CONTRACTUAL SERVICES | 4,250,946 | 3,777,757 | 378,849 | | 94,340 | |
| RENTS | 46,977 | 46,977 | | | | |
| COMMODITIES | 77,546 | 63,221 | 14,247 | | 78 | |
| GRANTS, SUBSIDIES, PENSIONS | 364,785 | 302,106 | | | 62,679 | |
| TRANSFER TO OTHER FUNDS | 30,222 | | 30,222 | | | |
| TOTAL EXPENDITURES | 10,170,899 | 9,215,708 | 512,958 | | 442,233 | |

**GOVERNOR'S OFFICE OF COMMUNICATIONS
SCOTT OGDEN, DIRECTOR**

Central Office: 1 STATE HOUSE STATION, AUGUSTA, ME 04333-0001
Mail Address: 1 STATE HOUSE STATION, AUGUSTA, ME 04333-0001 *FAX:* (207) 287-1034
Established: 2011 *Telephone:* (207) 557-2736
Reference: Policy Area: 00 *Umbrella:* 07 *Unit:* 662 *Citation:* T0002 *M.R.S.A., Sect.:* 00000010

PURPOSE:

The Governor's Office of Communications exists to consolidate, coordinate, and streamline communication functions in state government. The Office is administered by the Executive Department.

ORGANIZATION:

The Office is under the control and supervision of the Director of the Governor's Office of Communications. The Director is appointed by and serves at the pleasure of the Governor.

PROGRAM:

The Office provides coordinated public communication services to state departments and agencies.

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

EXECUTIVE DEPARTMENT

GOVERNOR'S ENERGY OFFICE

DAN BURGESS, DIRECTOR

Central Office: 3RD FLOOR CROSS OFFICE BLDG, AUGUSTA, ME 04330
Mail Address: 62 STATE HOUSE STATION, AUGUSTA, ME 04333-0062 *FAX:*
Established: 2008 *Telephone: (207) 624-7449*
Reference: Policy Area: 00 Umbrella: 07 Unit: 647 Citation: T0002 M.R.S.A., Sect.: 000000009
Average Counts-All Positions: 10.000 *Legislative Count: 10.00*

PURPOSE:

The Governor's Energy Office (GEO) carries out the responsibilities of the State relating to energy resources, planning, and development. The GEO is responsible for planning and coordinating state energy policy and serves as the primary energy policy advisor to the Governor. It is the responsibility of the GEO to work in conjunction with other departments of state government, the Legislature, and private and nonprofit sectors to advance and optimize Maine's energy security, economic development, and environmental health. Maine's energy objectives are supported in part through GEO oversight and administration of the U.S. Department of Energy's State Energy Program funds and priorities.

ORGANIZATION:

The GEO is established in the Executive Department and is directly responsible to the Governor.

PROGRAM:

The GEO works to address critical energy issues facing the State of Maine. As a key policy coordinator for the Governor, the office engages state agencies, stakeholders, and the public in the planning and implementation of solutions to meet Maine's energy needs and goals. As the designated State Energy Office, the GEO is charged with providing leadership in the development of public and private partnerships that achieve clean, reliable, affordable, efficient, and renewable energy resources. The GEO is currently providing leadership on a variety of efforts including studies or working groups related to energy storage, offshore wind, distributed generation, workforce development, clean energy innovation, and solar siting.

By January 15th of each year, the Director prepares and submits to the Governor and to the joint standing committee of the Legislature having jurisdiction over utilities and energy matters an Annual Report, which includes updates on progress toward achieving state energy objectives, and its annual accounts for GEO's resources devoted to its various duties and activities.

The GEO is responsible for submitting an updated energy plan, in consultation with the Efficiency Maine Trust, every two years. This update shall include the association between energy planning and meeting greenhouse gas reduction goals; a section devoted to wind energy development; identification of transmission and other infrastructure needs; a listing of recommended actions to facilitate the development of renewable energy generation; a description of the State's activities, GEO action taken, or recommendations for action by the Legislature relating to the expansion of natural gas service; and energy assurance planning.

EXECUTIVE DEPARTMENT

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| GOVERNOR'S ENERGY OFFICE | TOTAL | | | | | MISC FUNDS |
|---------------------------|------------------|------------------|-----------------------|--------------|------------------|------------|
| | FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | |
| EXPENDITURES | | | | | | |
| SALARIES & WAGES | 1,029,454 | 367,848 | 266,310 | | 395,296 | |
| HEALTH BENEFITS | 233,721 | 96,379 | 52,722 | | 84,620 | |
| RETIREMENTS | 212,823 | 96,975 | 40,653 | | 75,195 | |
| OTHER FRINGE BENEFITS | 38,912 | 9,233 | 13,082 | | 16,597 | |
| COMPUTER SERVICES | 28,299 | 8,918 | 15,736 | | 3,645 | |
| CONTRACTUAL SERVICES | 2,338,212 | 461,898 | 346,609 | | 1,529,705 | |
| COMMODITIES | 1,828 | 463 | 1,365 | | | |
| TRANSFER TO OTHER FUNDS | 31,227 | | 28,775 | | 2,452 | |
| TOTAL EXPENDITURES | 3,914,476 | 1,041,714 | 765,252 | | 2,107,510 | |

**GOVERNOR'S BOARD ON EXECUTIVE CLEMENCY
FERNAND LAROCHELLE, ESQ., CHAIR**

Central Office: 1 STATE HOUSE STATION, AUGUSTA, ME 04333-0001
Mail Address: 1 STATE HOUSE STATION, AUGUSTA, ME 04333-0001 *FAX:*
Established: 1987 *Telephone:* (207) 287-3531
Reference: Policy Area: 00 *Umbrella:* 07 *Unit:* 102J *Citation:* GFY95 *M.R.S.A., Sect.:* 000000008

PURPOSE:
 As established by Executive Order 25 FY11/12 on November 1, 2011, the Governor's Board on Executive Clemency is charged with the responsibility of investigating, evaluating, and providing advice to the Governor on all applications for gubernatorial clemency. The Board meets at the call of the Chair.

ORGANIZATION:
 The Governor's Board on Executive Clemency consists of three members who have demonstrated humanitarian concern, a thorough knowledge of the criminal justice system, and who have demonstrated such qualities in their private and professional lives which assist them in evaluating the rehabilitation of persons convicted under criminal justice laws.

The members of the Board are appointed by the Governor to serve at the Governor's pleasure, and serve without compensation.

PROGRAM:
 The Governor's Board on Executive Clemency reviews requests for pardons and commutations in order to determine a petitioner's eligibility for a hearing. After each hearing, the Board makes recommendations on each petition to the Governor. The sole power to grant clemency remains with the Governor.

Information on Executive Clemency and petition forms is available from the Pardon Clerk, Maine Department of Corrections, Division of Adult Community Services, 111 State House Station, Augusta, Maine 04333-0111.

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

EXECUTIVE DEPARTMENT

**GOVERNOR'S JUDICIAL NOMINATIONS ADVISORY
COMMITTEE**

JOHN A. HOBSON, ESQ., CHAIR

Central Office: 1 STATE HOUSE STATION, AUGUSTA, ME 04333-0001
Mail Address: 1 STATE HOUSE STATION, AUGUSTA, ME 04333-0001 *FAX:*
Established: 1979 *Telephone:* (207) 287-3531
Reference: Policy Area: 00 *Umbrella:* 07 *Unit:* 102P *Citation:* GFY79 *M.R.S.A., Sect.:* 000005

PURPOSE:

As established by Executive Order 5 FY78/79 on March 5, 1979, the Governor's Judicial Nominations Advisory Committee is charged with the responsibility of investigating, evaluating, and providing advice to the Governor on all applicants for judicial appointments. The Committee meets at the call of the Chair.

ORGANIZATION:

The Committee consists of five or more members who represent various interests in Maine's legal community. The members are appointed by the Governor and serve at the Governor's pleasure.

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

(OFFICE OF) PUBLIC ADVOCATE

**WILLIAM S HARWOOD, PUBLIC ADVOCATE
SHAREEN G THOMPSON, SPECIAL ASSISTANT TO PA**

Central Office: 103 WATER STREET, 3RD FLOOR, HALLOWELL, ME 04347
Mail Address: 112 STATE HOUSE STATION, AUGUSTA, ME 04333-0112 *FAX:*
Established: 1981 *Telephone:* (207) 624-3687
Reference: Policy Area: 00 *Umbrella:* 07 *Unit:* 413 *Citation:* T0035A *M.R.S.A., Sect.:* 000001701
Average Counts-All Positions: 10.00 *Legislative Count:* 10.00

PURPOSE:

The Office of the Public Advocate represents and advocates for the interests of utility ratepayers in matters before the Maine Public Utilities Commission, the Maine Legislature, federal and regional regulatory bodies, and in relevant courts.

In 2019, the Office was directed by statute, 35-A MRSA §1701, sub-§2-A, to contract with a person or entity to serve as the nonwires alternative (NWA) coordinator for the State of Maine. The coordinator is responsible for reviewing utility proposals for significant transmission and distribution investments and developing cost-effective NWAs.

In 2023, the Office of Public Advocate completed its 42nd year of advocacy on behalf of Maine utility customers, during which time, the Office has saved ratepayers over \$1 billion for customers through its advocacy and negotiations.

ORGANIZATION:

The Office was established in 1981 by statute, 35-A MRSA §1701 et seq, as an agency of the Executive Department.

The Public Advocate is appointed by the Governor and is confirmed by the Legislature. The Public Advocate serves a 4-year fixed term that begins and ends in February in the middle of the gubernatorial term.

In addition to the Public Advocate, the Office currently employs 11 staff members: a Deputy Public Advocate, four staff attorneys, an economic analyst, a consumer advisor, a senior assistant, a special assistant, and an office specialist.

EXECUTIVE DEPARTMENT

The Office also retains expert consultants to assist it in performing its duties in technically or financially complicated matters.

PROGRAM:

The Office also advises customers regarding their utility bills and utility-related issues, provides information to customers regarding how to participate in Public Utilities Commission (PUC) proceedings, advises customers regarding how to navigate the complaint process administered by the PUC's Consumer Assistance Division and provides technical support in the development of programs that assist customers in lowering their utility bills.

PUBLICATIONS:

Guidelines for Consumer Participation in Public Hearings Held by the Maine Public Utilities Commission (no charge)

Annual Report to the Joint Standing Committee on Energy, Utilities and Technology of the Legislature - September 1, 2023 (no charge)

OPA Highlights, an electronic newsletter to consumers providing highlights on activities in various utility cases (no charge)

All publications along with helpful links are available on-line at www.maine.gov/meopa.

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| (OFFICE OF) PUBLIC ADVOCATE | TOTAL FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|-----------------------------|------------------------------|-----------------|-----------------------------|-----------------|------------------|---------------|
| EXPENDITURES | | | | | | |
| SALARIES & WAGES | 1,039,284 | | 1,039,284 | | | |
| HEALTH BENEFITS | 216,947 | | 216,947 | | | |
| RETIREMENTS | 207,823 | | 207,823 | | | |
| OTHER FRINGE BENEFITS | 39,396 | | 39,396 | | | |
| COMPUTER SERVICES | 35,134 | | 35,134 | | | |
| CONTRACTUAL SERVICES | 1,343,689 | | 1,343,689 | | | |
| RENTS | 50,908 | | 50,908 | | | |
| COMMODITIES | 11,417 | | 11,417 | | | |
| TRANSFER TO OTHER FUNDS | 22,909 | | 22,909 | | | |
| TOTAL EXPENDITURES | 2,967,507 | | 2,967,507 | | | |

DEPARTMENT OF HEALTH AND HUMAN SERVICES

DEPARTMENT OF HEALTH AND HUMAN SERVICES

JEANNE M. LAMBREW, COMMISSIONER

Central Office: 109 CAPITOL STREET, AUGUSTA, ME 04333-0011

Mail Address: 11 STATE HOUSE STATION, AUGUSTA, ME 04333-0011 FAX: (207) 287-3005

Established: 1975 Telephone: (207) 287-4223

Reference: Policy Area: 05 Umbrella: 10 Unit: 144 Citation: T0022A M.R.S.A., Sect.: 00000201

Average Counts-All Positions: 3467.363 Legislative Count: 3466.50

Units:

OFFICE OF CHILD AND FAMILY SERVICES

DIVISION OF DISEASE PREVENTION

DIVISION OF DISABILITY DETERMINATION SERVICES

DIVISION OF DISEASE SURVEILLANCE

DOROTHEA DIX PSYCHIATRIC CENTER

OFFICE FOR FAMILY INDEPENDENCE

MAINE CENTER FOR DISEASE CONTROL AND PREVENTION

DIVISION OF ENVIRONMENTAL AND COMMUNITY HEALTH

FINANCE

OFFICE OF MAINECARE SERVICES

OFFICE OF AGING AND DISABILITY SERVICES

OFFICE OF BEHAVIORAL HEALTH

MAINE PUBLIC DRINKING WATER COMMISSION

DIVISION OF FACILITIES MANAGEMENT

RIVERVIEW PSYCHIATRIC CENTER

SEXUAL ASSAULT FORENSIC EXAMINER ADVISORY BOARD

PURPOSE:

The mission of the Maine Department of Health and Human Services is to provide integrated health and human services to the people of Maine and to assist individuals in meeting their needs, while respecting the rights and preferences of the individuals and families it serves. The Department promotes Health, Safety, Resilience and Opportunity.

All of the Department's functions and activities are directed toward one or more of the following goals:

(a) Maine children grow up in safe, healthy, and supportive environments, allowing them to thrive throughout their lives; (b) All adults have the opportunity to work, live with independence, and have good health; and (c) Older Mainers live with dignity in the place that balances their needs and preferences.

ORGANIZATION:

Effective July 1, 2004, the Governor and the Legislature created the Department of Health and Human Services (DHHS) by combining and reorganizing the former Department of Human Services (DHS) and the former Department of Behavioral and Developmental Services (BDS). The organizational framework for the new department was established the following year by Public Law 2005, Ch. 412.

PROGRAM:

The Department's statutory mandate requires it to provide the following programs and services to adults, children and families: economic assistance and employment support services; behavioral health services, including mental health and substance use prevention and treatment services; developmental disability and brain injury services; physical health services; public health services and affordable health care coverage.

Services targeted specifically for children, families, and adults include: child welfare services; early childhood services, including Head Start and child care services; maternal and child health services, including home-visiting programs; paternity establishment and child support enforcement and recovery services; residential and community support services for children and adults with disabilities; adult protective services; and long-term care services for older Mainers and adults with disabilities.

The Department delivers programs and services through an integrated delivery system that focuses on meeting the needs of individuals and families. The Department uses a combination of public personnel and contracts with private agencies to administer programs and deliver services.

The Department administers the Medicaid program funded jointly by the federal government's Centers for Medicare and Medicaid Services (CMS) and the State. MaineCare provides health care services for Maine's children and adults who are elderly, disabled or with low income.

DEPARTMENT OF HEALTH AND HUMAN SERVICES

The Department's Office of Health Insurance Marketplace operates the State Based Marketplace for affordable health care coverage. The Office was established under Public Law 2019, Ch. 653.

More information about the Department of Health and Human Services may be found at <http://www.maine.gov/dhhs>.

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| DEPARTMENT SUMMARY | TOTAL FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|-----------------------------|----------------------|----------------------|-----------------------|--------------|----------------------|------------|
| EXPENDITURES | | | | | | |
| SALARIES & WAGES | 193,930,354 | 90,324,868 | 73,626,611 | | 29,978,875 | |
| HEALTH BENEFITS | 48,716,119 | 26,563,530 | 14,380,918 | | 7,771,671 | |
| RETIREMENTS | 44,111,297 | 24,589,992 | 12,852,634 | | 6,668,671 | |
| OTHER FRINGE BENEFITS | 4,686,476 | 2,605,873 | 1,373,374 | | 707,229 | |
| COMPUTER SERVICES | 74,869,260 | 21,396,051 | 27,481,627 | | 25,991,582 | |
| CONTRACTUAL SERVICES | 251,762,293 | 76,277,454 | 41,472,195 | | 134,012,644 | |
| RENTS | 14,484,465 | 8,581,275 | 4,690,319 | | 1,212,871 | |
| COMMODITIES | 40,636,354 | 12,287,697 | 14,296,674 | | 14,051,983 | |
| GRANTS, SUBSIDIES, PENSIONS | 4,941,306,113 | 1,138,815,228 | 495,079,301 | | 3,307,411,584 | |
| BUILDING IMPROVEMENTS | 657,286 | 657,286 | | | | |
| EQUIPMENT | 1,884,282 | 796,054 | 204,901 | | 883,327 | |
| TRANSFER TO OTHER FUNDS | 9,598,006 | 6,399 | 4,256,026 | | 5,335,581 | |
| TOTAL EXPENDITURES | 5,626,642,305 | 1,402,901,707 | 689,714,580 | | 3,534,026,018 | |

| DEPARTMENT OF HEALTH AND HUMAN SERVICES | TOTAL FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|---|---------------------|------------------|-----------------------|--------------|---------------|------------|
| EXPENDITURES | | | | | | |
| SALARIES & WAGES | 551,799 | 551,799 | | | | |
| HEALTH BENEFITS | 123,922 | 123,922 | | | | |
| RETIREMENTS | 136,833 | 136,833 | | | | |
| OTHER FRINGE BENEFITS | 13,506 | 13,506 | | | | |
| COMPUTER SERVICES | 116,968 | 116,968 | | | | |
| CONTRACTUAL SERVICES | 1,901,665 | 1,901,665 | | | | |
| RENTS | 23,699 | 23,699 | | | | |
| COMMODITIES | 11,074 | 11,074 | | | | |
| GRANTS, SUBSIDIES, PENSIONS | 5,405,933 | 3,099,644 | 2,306,289 | | | |
| TOTAL EXPENDITURES | 8,285,399 | 5,979,110 | 2,306,289 | | | |

OFFICE OF CHILD AND FAMILY SERVICES
TODD A. LANDRY, DIRECTOR

Central Office: 2 ANTHONY AVENUE, AUGUSTA, ME 04333-0011
 Mail Address: 11 STATE HOUSE STATION, AUGUSTA, ME 04333-0011 FAX: (207) 287-5282
 Established: 1974 Telephone: (207) 624-7900
 Reference: Policy Area: 05 Umbrella: 10 Unit: 148 Citation: T0022 M.R.S.A., Sect.: 000005308
 Average Counts-All Positions: 144.500 Legislative Count: 144.50

PURPOSE:

The Office of Child and Family Services (OCFS) seeks to serve and protect Maine's children and families by providing early care and education, children's behavioral health, and child welfare services. Through these services OCFS seeks to ensure the safety, stability, happiness, and health of all Maine children and families.

ORGANIZATION:

OCFS is comprised of five primary divisions consisting of early care and education, children's behavioral health, child welfare, children's licensing and investigation, and operations. OCFS' child welfare staff provide direct services, while the other divisions primarily support community providers who deliver services to children and families. OCFS has staff throughout the state in eight districts and twelve district offices. OCFS' child welfare division also manages a statewide 24/7 intake hotline for reporting suspected child abuse and neglect.

DEPARTMENT OF HEALTH AND HUMAN SERVICES

The Office is administered out of a central office located in Augusta.

PROGRAM:

Early Care and Education (ECE) focuses primarily on supporting families and providers through the Maine Child Care Affordability Program (also known as the Child Care Subsidy Program) and efforts to enhance the quality and availability of child care statewide. The ECE division administers federal Child Care Development Block Grant (CCDBG) funding and state funding to provide subsidized child care for parents who are working or attending school or a job training program.

Children's Behavioral Health partners with families, providers, and MaineCare to oversee behavioral health services for children in Maine. This includes policy development and management, provider relations, and activities to ensure the availability of high-quality services. Services are geared towards youth with developmental disabilities or delays, intellectual disabilities, autism spectrum disorders, mental health disorders, substance use disorder, and those experiencing homelessness.

Child Welfare works with families and the community to promote long-term safety, well-being, and permanent families for children. Child abuse reports with allegations of abuse and/or neglect are investigated, and efforts are undertaken to keep children safe and to guide families in creating safe homes for children. When children cannot safely remain with their parents, child welfare staff petition the court for removal, place children with resource (foster) families, oversee the reunification process, and ensure the care of the children while in State custody. Child welfare seeks to reduce the risk and effect of adverse childhood experiences, such as neglect, abuse, or exposure to violence. Child welfare includes direct services delivered by caseworkers and supervisors throughout the state who investigate reports of abuse and/or neglect and act to protect children, but also includes oversight of the State's violence prevention services related to domestic abuse and sexual assault, resource (foster) home licensing, adoption, youth transition services (for youth reaching adulthood while in State custody), and child abuse prevention activities.

Children's Licensing and Investigation Services oversees the licensing of all facilities that furnish care to children in the State. This includes all licensed child care providers and all residential facilities for children, including homeless shelters serving youth. Staff in this division work with individual providers on obtaining a license, ensure compliance with licensing rules, and investigate reports of alleged violations of licensing rules, as well as alleged out of home abuse and/or neglect.

Operations refers to a variety of functions that assist OCFS staff in managing their day-to-day work. This includes contract oversight, quality assurance activities, technology and support services, data and analytics, and finance.

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| OFFICE OF CHILD AND FAMILY SERVICES | TOTAL FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|-------------------------------------|---------------------|--------------------|-----------------------|--------------|--------------------|------------|
| EXPENDITURES | | | | | | |
| SALARIES & WAGES | 8,811,914 | 4,540,194 | 1,663,883 | | 2,607,837 | |
| HEALTH BENEFITS | 2,161,533 | 1,251,968 | 354,412 | | 555,153 | |
| RETIREMENTS | 1,903,935 | 1,115,905 | 317,600 | | 470,430 | |
| OTHER FRINGE BENEFITS | 201,749 | 118,223 | 33,747 | | 49,779 | |
| COMPUTER SERVICES | 2,957,426 | 1,855,824 | 186,741 | | 914,861 | |
| CONTRACTUAL SERVICES | 17,990,709 | 7,165,078 | 1,138,269 | | 9,687,362 | |
| RENTS | 591,502 | 339,594 | 131,980 | | 119,928 | |
| COMMODITIES | 678,785 | 505,524 | 30,210 | | 143,051 | |
| GRANTS, SUBSIDIES, PENSIONS | 275,660,528 | 170,523,121 | 3,309,043 | | 101,828,364 | |
| TRANSFER TO OTHER FUNDS | 443,676 | 885 | 109,843 | | 332,948 | |
| TOTAL EXPENDITURES | 311,401,757 | 187,416,316 | 7,275,728 | | 116,709,713 | |

DEPARTMENT OF HEALTH AND HUMAN SERVICES

DIVISION OF DISEASE PREVENTION

JAMIE BOURQUE, DIRECTOR

Central Office: 286 WATER STREET, AUGUSTA, ME 04333-0011

Mail Address: 11 STATE HOUSE STATION, AUGUSTA, ME 04333-0011 FAX: (207) 287-4631

Established: 1937 Telephone: (207) 287-4624

Reference: Policy Area: 05 Umbrella: 10 Unit: 144F Citation: T0022A M.R.S.A., Sect.: 00000201

Average Counts-All Positions: 13.00 Legislative Count: 13.00

PURPOSE:

The Division of Disease Prevention (DDP) promotes health and disease reduction in the following program areas: Tobacco and Substance Use Prevention and Control (inclusive of Adolescent Health & Injury Prevention), Maternal and Child Health, Chronic Disease Prevention and Control, and the Women, Infants & Children (WIC) Nutrition Program. The DDP provides data-informed public health planning, implementation, and evaluation to decrease high-risk health behaviors and chronic diseases and improve the health of Maine residents across their life span.

ORGANIZATION:

The Office is organized under the Maine Center for Disease Control and Prevention.

PROGRAM:

The Tobacco and Substance Use Prevention and Control Program works to decrease the initiation of tobacco and substance use among Maine's youth and young adult population as well as promote adolescent health and injury prevention. The Program works to decrease health costs and increase quality of life by providing information and support to individuals in making healthy choices regarding tobacco, substance use and injury prevention. The Program provides funding to local communities for these efforts through the Maine Prevention Network initiative. State and local providers implement programming, outreach, and education rooted in best-practice and evidence-based models of service. The Program collects service-level data and analyzes that collectively with data on individual behaviors and health outcomes. By focusing on support and development of healthy, safe environments, the Program seeks to prevent the onset of use of tobacco and other substances as well as preventing injuries.

The Maternal and Child Health (MCH) Program works to improve the health of the MCH population (women 15 to 44 years, children birth through 21 years, and children with special health needs). The Program provides direct funding for community-based and public health nursing services. Data collection, analysis and dissemination are conducted to ensure programming is based on need and emerging health trends. The Program collaborates with governmental and non-governmental agencies and organizations to ensure seamless services across the service population spectrum. It also provides education on key topics such as safe sleep. The Program oversees the Maternal, Fetal, and Infant Mortality Review Board (MFIMR) and publishes an annual report based on its findings.

The Chronic Disease Prevention and Control Program works to prevent, detect, and control some of the most serious chronic health conditions (asthma, cancer, obesity, diabetes, Alzheimer's disease, and cardiovascular diseases). The Program develops and applies collaborative strategies to improve the health of Maine people by: mobilizing partners to support evidence-based prevention efforts; gathering and disseminating data to drive healthy decision making; empowering patients to self-manage chronic disease; promoting evidence-based guidelines to strengthen health care systems; linking health care systems with community resources; increasing access to screening of early detectable chronic diseases; and promoting evidence-based screening recommendations.

The Women, Infants and Children (WIC) Nutrition Program, funded by the United States Department of Agriculture (USDA), is a supplemental nutrition program for pregnant, breastfeeding or postpartum women and infants and children from birth to five years. WIC counselors provide growth assessment, health screening, breastfeeding promotion and support and referrals, along with individualized nutritious food benefits. WIC services are available for families whose income is less than or equal to income guidelines established for the program by the USDA. WIC food benefits follow federal regulations, which are based on nutrition

DEPARTMENT OF HEALTH AND HUMAN SERVICES

research as well as recommendations from the National Academies of Science. Program goals include positive pregnancy outcomes and optimal growth for infants and children.

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| DIVISION OF DISEASE PREVENTION | TOTAL FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|--------------------------------|---------------------|--------------|-----------------------|--------------|---------------|------------------|
| EXPENDITURES | | | | | | |
| SALARIES & WAGES | 795,604 | | | | | 795,604 |
| HEALTH BENEFITS | 202,624 | | | | | 202,624 |
| RETIREMENTS | 176,943 | | | | | 176,943 |
| OTHER FRINGE BENEFITS | 19,258 | | | | | 19,258 |
| COMPUTER SERVICES | 35,246 | | | | | 35,246 |
| CONTRACTUAL SERVICES | 2,042,225 | | | | | 2,042,225 |
| RENTS | 23,580 | | | | | 23,580 |
| COMMODITIES | 18,902 | | | | | 18,902 |
| GRANTS, SUBSIDIES, PENSIONS | 6,345,283 | | | | | 6,345,283 |
| TRANSFER TO OTHER FUNDS | 79,811 | | | | | 79,811 |
| TOTAL EXPENDITURES | 9,739,476 | | | | | 9,739,476 |

DIVISION OF DISABILITY DETERMINATION SERVICES

LUKE MONAHAN, DIRECTOR

Central Office: CARELTON MILLS, 1705 US RT 202, WINTHROP, ME 04364
 Mail Address: CARELTON MILLS, 1705 US RT 202, WINTHROP, ME 04364 FAX: (866) 652-7253
 Established: 1956 Telephone: (207) 287-9600
 Reference: Policy Area: 05 Umbrella: 10 Unit: 144Z Citation: T0022A M.R.S.A., Sect.: 000000201
 Average Counts-All Positions: 54.000 Legislative Count: 54.00

PURPOSE:

To provide timely, accurate and fair disability decisions to Maine citizens filing under the Title II (coverage based) or Title XVI (low-income based) sections of the Social Security Act. In 2005, the responsibility for Disability Determination Services was assigned to the Office for Family Independence.

ORGANIZATION:

Disability Determination Services exists as a partnership between the State and federal governments. The workforce includes disability claim adjudicators, physicians, psychologists and various administrative and support people. Oversight and funding are provided by the Social Security Administration.

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| DIVISION OF DISABILITY DETERMINATION SERVICES | TOTAL FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|---|---------------------|--------------|-----------------------|--------------|---------------|------------------|
| EXPENDITURES | | | | | | |
| SALARIES & WAGES | 2,736,443 | | | | | 2,736,443 |
| HEALTH BENEFITS | 745,676 | | | | | 745,676 |
| RETIREMENTS | 611,697 | | | | | 611,697 |
| OTHER FRINGE BENEFITS | 64,207 | | | | | 64,207 |
| COMPUTER SERVICES | 164,565 | | | | | 164,565 |
| CONTRACTUAL SERVICES | 1,776,009 | | | | | 1,776,009 |
| RENTS | 355,770 | | | | | 355,770 |
| COMMODITIES | 162,851 | | | | | 162,851 |
| GRANTS, SUBSIDIES, PENSIONS | 2,185,655 | | | | | 2,185,655 |
| TRANSFER TO OTHER FUNDS | 159,673 | | | | | 159,673 |
| TOTAL EXPENDITURES | 8,962,546 | | | | | 8,962,546 |

DEPARTMENT OF HEALTH AND HUMAN SERVICES

DIVISION OF DISEASE SURVEILLANCE

ANN FARMER, DIRECTOR

Central Office: 286 WATER STREET, AUGUSTA, ME 04333-0011

Mail Address: 11 STATE HOUSE STATION, AUGUSTA, ME 04333-0011 *FAX:* (207) 287-8186

Established: 1972 *Telephone:* (207) 287-3600

Reference: Policy Area: 05 *Umbrella:* 10 *Unit:* 144V *Citation:* T0022A *M.R.S.A., Sect.:* 000000201

PURPOSE:

The Division of Disease Surveillance promotes and protects the health of Maine people through programs focusing on the surveillance, prevention, control and testing of infectious diseases and conditions. The Health and Environmental Testing Laboratory (HETL) isolates, identifies, analyzes, and monitors biological, chemical, and radiological hazards that may cause harm to human health and/or the environment.

ORGANIZATION:

The Office is organized under the Maine Center for Disease Control and Prevention.

PROGRAM:

The Infectious Disease Epidemiology Program conducts surveillance for notifiable diseases and conditions of potential public health significance, investigates outbreaks and clusters of disease, and recommends intervention strategies to reduce disease related morbidity and mortality. The Program consults with health care providers on the prevention and control of various infectious diseases and provides public health alerts and updates to key public health stakeholders.

The Infectious Disease Prevention Program partners with health professionals to prevent the transmission of diseases such as HIV, STD, TB, Monkeypox, and Viral Hepatitis through targeted outreach and testing services. The Program administers funds for medical case management for people living with HIV/AIDS and oversees the AIDS Drug Assistance program (ADAP) as the payer of last resort for low-income Mainers living with HIV/AIDS. The program also monitors the State-certified syringe service partners (SSPs) in Maine. The SSPs exchange syringes and make referrals to services such as primary care, STD clinics, HIV and hepatitis testing, and substance use treatment.

The Maine Immunization Program strives for full protection of Maine people from vaccine preventable disease. Through cooperative partnerships with health practitioners and community members, the program provides: vaccines; comprehensive education and technical assistance; vaccine-preventable disease tracking and outbreak control; and population-based management tools. This Program manages universal immunization for uninsured or underinsured Maine children, and the federal Vaccines for Children Program while assuring compliance with federal guidelines. The Program also provides a limited amount of vaccine from the Adult 317 Vaccine Program at no cost. The Adult 317 Vaccine Program allows for vaccines to be given to any adult 19 years and older who is either uninsured or underinsured.

The Health and Environmental Testing Laboratory is a Division within the Maine Center for Disease Control and Prevention and aids in the prevention, treatment, and control of hazards that threaten the community and/or environment. Core functions include: monitoring public and private water supplies for chemical and microbiological contaminants; monitoring and diagnosing infectious diseases (including COVID-19 testing); performing a wide range of environmental testing, including radiation, pesticides, and industrial pollutants; detecting lead poisoning; forensic testing for the drug enforcement agency; and providing key data to support the State's emergency preparedness to chemical and biological terrorism.

DEPARTMENT OF HEALTH AND HUMAN SERVICES

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| DIVISION OF DISEASE SURVEILLANCE | TOTAL FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|-------------------------------------|------------------------------|-----------------|-----------------------------|-----------------|------------------|---------------|
| EXPENDITURES | | | | | | |
| GRANTS, SUBSIDIES, PENSIONS | 193,042 | | 193,042 | | | |
| TOTAL EXPENDITURES | 193,042 | | 193,042 | | | |

**DOROTHEA DIX PSYCHIATRIC CENTER
CAROLYN DIMEK, SUPERINTENDENT**

Central Office: 656 STATE STREET, BANGOR, ME 04401
 Mail Address: 656 STATE STREET, BANGOR, ME 04401
 Established: 1985
 Reference: Policy Area: 05 Umbrella: 10 Unit: 687 Citation: T0022A M.R.S.A., Sect.: 000000208
 Average Counts-All Positions: 253.500
 FAX: Telephone: (207) 561-5508
 Legislative Count: 253.50

PURPOSE:

The Dorothea Dix Psychiatric Center (DDPC) operates under laws established by the Maine Legislature to provide care and treatment for both voluntary and court-committed patients. The hospital has its own Advisory Board with by-laws covering organization, purpose, duties, appointment process, committees, and relationship to the medical staff. DDPC is part of a comprehensive mental health system of services in the State, which includes community mental health centers with multiple branch offices, private psychiatric, community hospitals and private providers.

ORGANIZATION:

DDPC was established by the Legislature in 2005, renaming the former Bangor Mental Health Institute. The hospital's roots in the community date back to 1901, when it was known as the Eastern Maine Insane Hospital.

PROGRAM:

DDPC is a 67-bed facility. The hospital is organized into major clinical, administrative and support service departments. DDPC has four adult inpatient treatment units, admitting 168 people in fiscal year 2022-23. Our three main building units are co-ed and represent a mixed milieu of adults. Our fourth unit bordering our main building, provides acute inpatient psychiatric services to a mixed milieu of older adults. DDPC also has an Outpatient Services Program that serves patients found to be "not criminally responsible", who have been discharged into community settings and, on occasion, civil patients when extenuating circumstances in the community indicate that only DDPC can provide the needed service to prevent re-hospitalization.

The two state psychiatric hospitals, DDPC and Riverview Psychiatric Center, work closely together to create efficiencies by sharing resources, processes and collaborating on admissions. Evaluating processes in all aspects of hospital functions is ongoing to maximize efficiency and offer patients treatment that is evidenced-based and focused on personal recovery.

LICENSES:

State of Maine Division of Licensing and Certification - state license
 The Joint Commission - hospital accreditation
 Center for Medicaid and Medicare Services - certification to participate in the Medicare and Medicaid programs

DEPARTMENT OF HEALTH AND HUMAN SERVICES

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| EXPENDITURES | TOTAL FOR ALL FUNDS | | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|---------------------------|---------------------|-------------------|-----------------------|--------------|---------------|------------|
| | FUNDS | GENERAL FUND | FUNDS | | | |
| SALARIES & WAGES | 15,545,855 | 2,599,971 | 12,945,884 | | | |
| HEALTH BENEFITS | 3,656,671 | 2,124,139 | 1,532,532 | | | |
| RETIREMENTS | 3,707,615 | 2,194,980 | 1,512,635 | | | |
| OTHER FRINGE BENEFITS | 399,033 | 233,936 | 165,097 | | | |
| COMPUTER SERVICES | 634,350 | 598,380 | 35,970 | | | |
| CONTRACTUAL SERVICES | 6,875,343 | 3,926,229 | 2,949,114 | | | |
| RENTS | 539,598 | 311,755 | 227,843 | | | |
| COMMODITIES | 1,626,076 | 1,526,257 | 99,819 | | | |
| TRANSFER TO OTHER FUNDS | 398,723 | | 398,723 | | | |
| TOTAL EXPENDITURES | 33,383,264 | 13,515,647 | 19,867,617 | | | |

OFFICE FOR FAMILY INDEPENDENCE

IAN YAFFE, DIRECTOR

Central Office: 109 CAPITOL STREET, AUGUSTA, ME 04333-0011
 Mail Address: 11 STATE HOUSE STATION, AUGUSTA, ME 04333-0011 FAX: (207) 287-5096
 Established: 1913 Telephone: (207) 624-4168
 Reference: Policy Area: 05 Umbrella: 10 Unit: 144B Citation: T0022A M.R.S.A., Sect.: 000000201
 Average Counts-All Positions: 308.500 Legislative Count: 308.50

PURPOSE:

The Office for Family Independence (OFI) administers multiple state and federal programs to help Maine citizens in need. There are 16 offices across the State where staff assist people who may need assistance.

In addition to policy and program functions, OFI also monitors benefit distribution through quality assurance activities, investigations, and recovery through audits of municipal welfare programs.

ORGANIZATION:

The central office unit provides staff support to the Department's local offices. As an administrative unit of the Department of Health and Human Services, the Office's internal structure and functions are subject to the discretion of the Commissioner of the Department Health and Human Services. Funding for all programs, except General Assistance, is provided by the federal and state government. General Assistance is funded by the State and municipal governments. All programs follow the regulations of their respective funding sources.

PROGRAM:

Temporary Assistance for Needy Families (TANF) is a work program that provides financial assistance for basic needs to families with children who meet the financial and non-financial rules of the program. TANF is funded through a federal block grant, with a required state maintenance of effort contribution. The State operates a state-funded TANF program for non-citizens who are ineligible for federal benefits.

The Parents as Scholars (PaS) program provides cash assistance to parents enrolled in a post-secondary education, like the TANF program. Additional Support for People in Retraining and Employment (ASPIRE) engages with people receiving TANF and PaS to support their efforts to attain employment and become self-sufficient. The ASPIRE program is administered through a contractual agreement with Fedcap.

Transitional Services provides post-TANF assistance in the form of food support, childcare, transportation and medical assistance. Alternative Aid provides voucher payments for services to help parents retain or obtain employment and to help them remain self-supporting. Emergency Assistance provides payment of services to families who are threatened by destitution or homelessness because of emergency situations.

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The Higher Opportunity for Pathways to Employment (HOPE) program is funded by TANF grant funds and helps parents with costs related to pursuing education beyond high school by bringing statewide support service benefits to up to 800 low-income parents and caregivers.

Whole Family Services are funded by TANF grant funds and support multi-generation family coaching services, helping whole families gain stability through early childhood education, adult education and career services, healthcare, and economic supports.

The Supplemental Nutrition Assistance Program (SNAP) provides a monthly food benefit via an electronic benefits card. SNAP-Education provides nutrition education for SNAP-eligible Maine residents. SNAP-Ed and SNAP benefits are 100% federally funded. The State pays half the administrative cost and operates a state-funded SNAP program for non-citizens who are ineligible for federal benefits. SNAP-Employment and Training program provides job readiness activities to SNAP eligible recipients.

MaineCare (Medicaid) and Cub Care provides payment of medical expenses, including long term care, for individuals who meet financial and non-financial criteria. MaineCare eligibility is funded through state contributions with a federal match of approximately 67% percent and 50% (administration).

State Supplemental Benefit provides a state-funded monthly cash benefit to recipients of federal Supplemental Security Income (SSI). This is required as part of the maintenance of effort for Medicaid participation. The State operates a state-funded SSI cash program for non-citizens who are ineligible for federal SSI.

Division of Support Enforcement and Recovery (DSER) establishes and enforces child support obligations. Administrative expenses of the DSER program are matched 66% by federal dollars; the remaining costs are borne by the State.

General Assistance provides vouchers at the municipal level for individuals who meet strict income and asset criteria. General Assistance is the program of last resort for basic life necessities.

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| OFFICE FOR FAMILY INDEPENDENCE | TOTAL FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|--------------------------------|---------------------|-------------------|-----------------------|--------------|--------------------|------------|
| SALARIES & WAGES | 15,196,371 | 3,014,290 | 3,427,444 | | 8,754,637 | |
| HEALTH BENEFITS | 4,266,196 | 900,877 | 876,355 | | 2,488,964 | |
| RETIREMENTS | 3,445,269 | 770,629 | 722,089 | | 1,952,551 | |
| OTHER FRINGE BENEFITS | 363,916 | 79,968 | 74,813 | | 209,135 | |
| COMPUTER SERVICES | 27,340,022 | 9,681,302 | 11,901,519 | | 5,757,201 | |
| CONTRACTUAL SERVICES | 14,620,181 | 5,914,401 | 2,305,729 | | 6,400,051 | |
| RENTS | 9,696 | 87 | 4,270 | | 5,339 | |
| COMMODITIES | 217,691 | 69,230 | 13,816 | | 134,645 | |
| GRANTS, SUBSIDIES, PENSIONS | 278,289,813 | 66,795,611 | 93,634,716 | | 117,859,486 | |
| TRANSFER TO OTHER FUNDS | 1,086,403 | | 466,205 | | 620,198 | |
| TOTAL EXPENDITURES | 344,835,558 | 87,226,395 | 113,426,956 | | 144,182,207 | |

**MAINE CENTER FOR DISEASE CONTROL AND PREVENTION
VA PUTHIERY, DIRECTOR**

Central Office: 286 WATER STREET, AUGUSTA, ME 04333-0011
 Mail Address: 11 STATE HOUSE STATION, AUGUSTA, ME 04333-0011 FAX: (207) 287-9058
 Established: 1935 Telephone: (207) 287-8016
 Reference: Policy Area: 05 Umbrella: 10 Unit: 144A Citation: T0022A M.R.S.A., Sect.: 000000201
 Average Counts-All Positions: 328.000 Legislative Count: 327.50

DEPARTMENT OF HEALTH AND HUMAN SERVICES

PURPOSE:

The Maine Center for Disease Control and Prevention (Maine CDC) serves as the State's public health agency. Its purpose is to preserve, protect and promote the health of all Maine people.

ORGANIZATION:

The Director serves as the State Health Officer and the State public health leader. Maine CDC has 7 functional divisions: Administration, Environmental and Community Health, Public Health Systems, Disease Prevention, Disease Surveillance, Health and Environmental Testing Laboratory and Public Health Nursing.

PROGRAM:

The Maine CDC administers a broad range of public health programs and services including tobacco, substance use and injury prevention; chronic disease prevention and control; maternal and children's health; nutritional services for women, infants and children; accreditation for laboratories that provide environmental and marijuana testing; public drinking water safety and reliability; retail food safety; health inspection licensing, inspection, and enforcement; radiation protection; infectious disease prevention and control including response to pandemics; infectious disease epidemiology; immunizations; lead poisoning control and prevention; environmental public health tracking and toxicology, including the State's Toxicologist; HETL - the State's Health and Environmental Testing Laboratory; public health emergency preparedness and response; district public health; rural health and primary care; oral health; data, research, and vital statistics; and public health nursing.

Maine CDC Operations provides administrative oversight on operational matters to all divisions including personnel coordination, grants and contract management, policy and compliance, regulation and enforcement, business systems management, financial administration, and leadership on strategic focuses.

Medical Epidemiology provides medical leadership, guidance and consultation on strategic, operational and clinical issues to all programs. The Healthcare Associated Infections Prevention Program within Medical Epidemiology works to reduce and prevent infections acquired in healthcare facilities. Through collaboration with hospitals and other state agencies, this program regularly establishes best practices for the prevention of healthcare associated infections.

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| MAINE CENTER FOR DISEASE CONTROL AND PREVENTION | TOTAL | | SPECIAL | | | MISC FUNDS |
|--|---------------------|-------------------|-------------------|-----------------|--------------------|---------------|
| | FOR ALL FUNDS | GENERAL FUND | REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | |
| SALARIES & WAGES | 18,288,125 | 5,840,574 | 4,775,685 | | 7,671,866 | |
| HEALTH BENEFITS | 4,462,814 | 1,436,011 | 1,132,018 | | 1,894,785 | |
| RETIREMENTS | 4,155,645 | 1,375,856 | 1,018,817 | | 1,760,972 | |
| OTHER FRINGE BENEFITS | 436,976 | 142,314 | 109,878 | | 184,784 | |
| COMPUTER SERVICES | 10,019,432 | 835,429 | 487,289 | | 8,696,714 | |
| CONTRACTUAL SERVICES | 63,595,407 | 4,063,520 | 12,840,114 | | 46,691,773 | |
| RENTS | 1,180,070 | 246,760 | 276,562 | | 656,748 | |
| COMMODITIES | 28,188,833 | 1,038,533 | 13,688,042 | | 13,462,258 | |
| GRANTS, SUBSIDIES, PENSIONS | 36,017,824 | 1,431,625 | 2,956,634 | | 31,629,565 | |
| EQUIPMENT | 1,884,282 | 796,054 | 204,901 | | 883,327 | |
| TRANSFER TO OTHER FUNDS | 2,268,975 | 2,764 | 518,545 | | 1,747,666 | |
| TOTAL EXPENDITURES | 170,498,383 | 17,209,440 | 38,008,485 | | 115,280,458 | |

DEPARTMENT OF HEALTH AND HUMAN SERVICES

DIVISION OF ENVIRONMENTAL AND COMMUNITY HEALTH
NANCY BEARDSLEY, DEPUTY DIRECTOR

Central Office: 286 WATER STREET, AUGUSTA, ME 04333-0011

Mail Address: 11 STATE HOUSE STATION, AUGUSTA, ME 04333-0011 FAX: (207) 287-4172

Established: 1917 Telephone: (207) 592-2174

Reference: Policy Area: 05 Umbrella: 10 Unit: 144E Citation: T0022A M.R.S.A., Sect.: 00000201

Average Counts-All Positions: 4.000 Legislative Count: 4.00

PURPOSE:

The Division of Environmental and Community Health (Division) exists to protect and promote the health and safety of Maine's population through regulatory oversight including: licensing; inspection and enforcement of laws and rules designed to ensure the safety of public drinking water; the proper disposal of subsurface wastewater; the proper storage, handling, preparation and service of food; the investigation of allegations of professional negligence; and oversight of the implementation of any resulting corrective actions. The Division licenses and inspects sources of radiation and oversees the storage of high-level nuclear waste in Maine. This Division also conducts preventative environmental health campaigns and responds to incidences of childhood lead and carbon monoxide poisoning, tracks ambient air quality and many other environmental health and occupational disease factors, and creates resources related to healthy homes topics such as asthma, injury prevention, radon, bedbugs and other pests, and secondhand smoke, heat-related illness, and recommendations for the safe consumption of fish and game.

ORGANIZATION:

The Office is organized under the Maine Center for Disease Control and Prevention.

PROGRAM:

The Division of Environmental and Community Health consists of four programs: Drinking Water, including the Subsurface Wastewater Unit and the Laboratory Accreditation Unit; Health Inspection; Environmental & Occupational Health, including the Childhood Lead Poisoning Prevention Unit; and Radiation Control.

Drinking Water and Health Inspection staff are located at DHHS offices statewide. The Radiation Control Program and Environmental & Occupational Health Program (EOHP) are centrally located in Augusta.

The Drinking Water Program is responsible for ensuring that public water systems provide safe and reliable supplies of drinking water to more than half of the State's population. The Program regulates 1,900 public water systems. It also provides grants and low interest loans to eligible public water systems for infrastructure improvements, wellhead protection and source water protection through the Drinking Water State Revolving Loan Fund.

The Subsurface Wastewater Unit is responsible for the implementation of the State's Subsurface Wastewater Disposal Rules, site evaluator licensing and the oversight of local plumbing inspectors working in every municipality in Maine.

The Health Inspection Program licenses and inspects about 8,500 businesses including restaurants, mobile food carts, public pools and spas, campgrounds, youth camps, sports camps, mass gatherings/large festivals, lodging places, body artist practices - including body piercing, tattooing, micro-pigmentation and electrology. The Program provides statewide emergency response services for public health events such as fires, floods, power failures and water and food borne disease outbreaks.

The Radiation Control Program is responsible for emergency preparedness and response to radiation events; oversight of radon testers, mitigators and labs; minimizing radiation exposure through licensing and inspection of all sources of radiation including X-Ray, mammography, radioactive materials and tanning facilities; oversight of low-level radioactive waste generators; and monitoring of Maine's high-level nuclear waste storage facility.

The Environmental & Occupational Health Program works to protect and enhance

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public health by objective, scientific evaluation of health risks for chemical and radiological exposure. EOHP develops health risk analyses to inform public and regulatory decision making on several environmental health topics including lead poisoning, private well water safety and testing, carbon monoxide poisoning, healthy fish-eating guidelines, and heat-related illness. EOHP also operates a toxicology consultation phone service for Maine residents and runs the Maine Tracking Network, an online, interactive public health data portal.

LICENSES:

The Division of Environmental and Community Health is responsible for registering or licensing: eating places; caterers; senior citizen meals; school kitchens; lodging places; cottages; campgrounds; recreational camps; youth camps; bed and breakfasts; mass gatherings; public pools and spas; retail tobacco vendors; vending machines operators; tattooists; electrologists; body piercers; micro-pigmentation practitioners; compressed air tanks operators; businesses with x-ray machines; tanning machines; radioactive materials; radon testers and mitigators; radon testing labs; low-level nuclear waste generators; water treatment plant and water distribution system operators; well drillers and pump installers; site evaluators and bulk water transporters.

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| DIVISION OF ENVIRONMENTAL AND COMMUNITY HEALTH | TOTAL | | | | | |
|---|----------------|---------|----------------|---------|---------|-------|
| | FOR ALL | GENERAL | SPECIAL | HIGHWAY | FEDERAL | MISC |
| EXPENDITURES | FUNDS | FUND | REVENUE | FUND | FUNDS | FUNDS |
| SALARIES & WAGES | 300,498 | | 300,498 | | | |
| HEALTH BENEFITS | 76,594 | | 76,594 | | | |
| RETIREMENTS | 66,764 | | 66,764 | | | |
| OTHER FRINGE BENEFITS | 7,580 | | 7,580 | | | |
| COMPUTER SERVICES | 149,814 | | 149,814 | | | |
| CONTRACTUAL SERVICES | 98,705 | | 98,705 | | | |
| RENTS | 36,245 | | 36,245 | | | |
| COMMODITIES | 4,837 | | 4,837 | | | |
| GRANTS, SUBSIDIES, PENSIONS | 2,400 | | 2,400 | | | |
| TRANSFER TO OTHER FUNDS | 17,933 | | 17,933 | | | |
| TOTAL EXPENDITURES | 761,370 | | 761,370 | | | |

**FINANCE
BENJAMIN MANN, DEPUTY COMMISSIONER**

Central Office: 109 CAPITOL STREET, AUGUSTA, ME 04333-0011
 Mail Address: 11 STATE HOUSE STATION, AUGUSTA, ME 04333-0011 FAX: (207) 287-3005
 Established: 1975 Telephone: (207) 624-6922
 Reference: Policy Area: 05 Umbrella: 10 Unit: 144M Citation: T0022A M.R.S.A., Sect.: 000000201
 Average Counts-All Positions: 174.000 Legislative Count: 174.00

PURPOSE:

The Department of Health and Human Services (DHHS) manages a \$6 billion annual budget (\$1.5 billion General Fund) and provides healthcare and social services to about a third of Maine's population. DHHS Finance links program operations with fiscal and audit activities to coordinate departmental policies, procedures, budgets and strategies. DHHS Finance is responsible for stewardship and oversight of the Department's budget and for managing the Department's resources in an efficient and effective manner.

ORGANIZATION:

DHHS Finance is composed of the Division of Audit, Financial Management Services, and the Division of Contract Management, as well as Facilities Management and Business Technology Solutions. It also receives significant support from the DHHS Service Center and the MaineCare Finance Unit.

The Division of Audit has three areas. The MaineCare Cost Settlement Unit and the Social Service Contract Unit perform compliance and cost settlement audits on

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approximately 600 different provider organizations and community agencies that receive more than \$1.5 billion of state and federal funds through either the MaineCare program or from contracted services. The Internal Audit Unit is responsible for monitoring all audit findings of the Department, as well as testing internal controls to assure compliance with state and federal regulations.

The Division of Contract Management (DCM) oversees procurement administration for the Department. DCM processes approximately 2,100 agreements and amendments each year, including compiling, reviewing and facilitating the approval of the contracts. Additional responsibilities include reviewing and monitoring financial activities including contract budgets and expenses, as well as the processing of over 14,500 invoice payments annually. Additionally, DCM provides oversight and technical assistance for competitive bidding processes such as request-for-proposals (RFPs). DCM promotes best business practices in contracting to ensure consistency, accountability and cost-effectiveness so that services delivered meet the needs of beneficiaries, fulfill the mission of the Department and adhere to requirements set forth by each funding source.

Financial Management Services is responsible for the financial analysis and coordination of budget and fiscal management activities. This group oversees budget development, execution and management; financial forecasting; and process improvement to align activities with department strategy and policies. The group tracks expenditures and forecasts future cash, allotment and contractual obligations, while also reporting budgeted and actual expenses to executive leadership, program managers, the Maine Legislature and other interested parties.

The DHHS Financial Service Center, which is part of the Department of Administrative and Financial Services (DAFS) but serves the Department in an exclusive client relationship, establishes and maintains internal and financial controls to ensure reliable financial reporting, effective and efficient operations and compliance with applicable state and federal statutes, rules and regulations. The Service Center is also responsible for all DHHS federal grant program accounting.

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| FINANCE | TOTAL | | SPECIAL | HIGHWAY | FEDERAL | MISC |
|---------------------------|-------------------|-------------------|-------------------|---------|------------------|---------|
| | FOR ALL FUNDS | GENERAL FUND | | | | |
| EXPENDITURES | | | | | | |
| SALARIES & WAGES | 10,515,197 | 5,966,988 | 4,309,334 | | | 238,875 |
| HEALTH BENEFITS | 2,399,254 | 1,366,663 | 983,272 | | | 49,319 |
| RETIREMENTS | 2,385,197 | 1,349,006 | 979,414 | | | 56,777 |
| OTHER FRINGE BENEFITS | 282,143 | 161,488 | 115,575 | | | 5,080 |
| COMPUTER SERVICES | 12,930,689 | 1,969,403 | 10,436,190 | | | 525,096 |
| CONTRACTUAL SERVICES | 15,541,122 | 8,740,420 | 6,514,604 | | | 286,098 |
| RENTS | 9,841,365 | 6,197,261 | 3,644,104 | | | |
| COMMODITIES | 300,460 | 191,448 | 109,012 | | | |
| TRANSFER TO OTHER FUNDS | 654,849 | 823 | 654,026 | | | |
| TOTAL EXPENDITURES | 54,850,276 | 25,943,500 | 27,745,531 | | 1,161,245 | |

OFFICE OF MAINECARE SERVICES
MICHELLE PROBERT, DIRECTOR

Central Office: 109 CAPITOL STREET, AUGUSTA, ME 04333-0011
 Mail Address: 11 STATE HOUSE STATION, AUGUSTA, ME 04333-0011 FAX: (207) 287-2675
 Established: 1978 Telephone: (207) 287-2093
 Reference: Policy Area: 05 Umbrella: 10 Unit: 144D Citation: T0022A M.R.S.A., Sect.: 000000201
 Average Counts-All Positions: 265.00 Legislative Count: 265.00

PURPOSE:
 The Office of MaineCare Services (OMS) administers the Department's Medicaid program in alignment with the Department's and Office's goals and in compliance with Centers for Medicare and Medicaid Services (CMS), and federal and state

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laws.

ORGANIZATION:

MaineCare is organized into two main divisions: Administration and Operations.

PROGRAM:

Data Analytics: Analyzes and delivers program and financial information to stakeholders; assists with budget development and fiscal estimates; and offers operational support and strategic insight. Oversees rate setting, which establishes and maintains reimbursement policy and payment rates for providers and payment programs.

Communications: Manages internal and external communications, member and stakeholder engagement and staff development.

Medical Director: Provides clinical expertise to ensure MaineCare policy and programs are evidence-based, equitable, and align with best practices that support improving members' health outcomes.

Delivery System Reform: Oversees strategic reform efforts to drive better, more comprehensive, integrated care and increased provider accountability through initiatives such as PCPlus, MaineMOM, and Accountable Communities.

Policy: Works with CMS to develop rules, define scope of coverage, submit waiver requests, and maintain Medicaid State Plan.

Pharmacy: Develops and implements strategy to effectively manage pharmacy benefit and costs, including oversight of Pharmacy Benefits Manager. Manages Pharmacy Help Desk, assists members with Medicare Part D enrollment, maintains Preferred Drug List and oversees MaineCare's Drug Rebate program.

Provider Services: Provider Relations Specialists work with MaineCare providers on complex billing issues, interpretation of policy and training. Claims Adjustment staff work with providers to process adjustments when a provider requests a review related to claims overpayments or underpayments.

Contract Management: Manages MaineCare's procurement process, including oversight of MaineCare contracts.

Change Management: Identifies, designs and implements technical solutions for MaineCare's claims processing system in response to strategic, operational, and regulatory changes to address claims and billing issues.

Non-Emergency Transportation: Manages statewide transportation brokerage system so eligible members receive transportation to and from MaineCare-covered services.

Third Party Liability: Includes estate recovery, casualty recovery, "pay and chase" activities and secures reimbursement from liable third-party payors.

Quality: Performs internal claims audits for medical, pharmacy, and non-emergency medical transportation. Responsible for the Payment Error Rate Measurement audits, which help ensure that claims paid for services are for eligible members, and payments are correct and supported by provider documentation. Review of eligibility determinations to ensure they are done correctly. Serves as a liaison for MaineCare for Office of the State Auditor annual audits of MaineCare operations.

Compliance: Oversees compliance-related areas including provider enrollment, program integrity, case mix and administrative hearings.

Care Coordination: Oversees care management for members with more complex needs, including Emergency Department (ED) Management, which aims to reduce members' avoidable visits to the ED and increase use of appropriate outpatient services; HIV Case Management, MaineCare's waiver to provide support, care coordination and education to individuals living with HIV/AIDS; Case Coordination, which provides Maine residents with solutions to complex healthcare, financial, and placement issues through integrated provider and community involvement; and Prior Authorization, which handles requests for some medical services.

DEPARTMENT OF HEALTH AND HUMAN SERVICES

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| OFFICE OF MAINECARE SERVICES | TOTAL FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|------------------------------|------------------------------|--------------------|-----------------------------|-----------------|----------------------|---------------|
| EXPENDITURES | | | | | | |
| SALARIES & WAGES | 16,985,222 | 5,137,067 | 5,256,503 | | 6,591,652 | |
| HEALTH BENEFITS | 4,371,356 | 1,548,542 | 1,129,274 | | 1,693,540 | |
| RETIREMENTS | 3,871,862 | 1,362,210 | 1,000,065 | | 1,509,587 | |
| OTHER FRINGE BENEFITS | 413,699 | 145,831 | 106,688 | | 161,180 | |
| COMPUTER SERVICES | 9,150,858 | 1,220,862 | 246,034 | | 7,683,962 | |
| CONTRACTUAL SERVICES | 90,829,178 | 22,399,486 | 8,203,071 | | 60,226,621 | |
| RENTS | 199,475 | 64,416 | 129,421 | | 5,638 | |
| COMMODITIES | 7,294,128 | 7,250,944 | 12,326 | | 30,858 | |
| GRANTS, SUBSIDIES, PENSIONS | 3,969,812,663 | 620,468,472 | 346,309,254 | | 3,003,034,937 | |
| TRANSFER TO OTHER FUNDS | 2,563,982 | | 388,564 | | 2,175,418 | |
| TOTAL EXPENDITURES | 4,105,492,423 | 659,597,830 | 362,781,200 | | 3,083,113,393 | |

**OFFICE OF AGING AND DISABILITY SERVICES
PAUL SAUCIER, DIRECTOR**

Central Office: 41 ANTHONY AVENUE, AUGUSTA, ME 04333-0011
 Mail Address: 11 STATE HOUSE STATION, AUGUSTA, ME 04333-0011 FAX: (207) 287-9230
 Established: 2012 Telephone: (207) 287-9200
 Reference: Policy Area: 05 Umbrella: 10 Unit: 144G Citation: T00022 M.R.S.A., Sect.: 000005106
 Average Counts-All Positions: 313.500 Legislative Count: 313.50

PURPOSE:

The mission of the Office of Aging and Disability Services (OADS) is to promote the highest level of independence for older adults and adults with disabilities throughout Maine. The priority is to assure the safety and well-being of all adults.

ORGANIZATION:

OADS was created by the Legislature on August 30, 2012, when it merged the former Office of Elder Services and Office of Adults with Cognitive and Physical Disability Services. The merger integrated the operations, programs, and services of the two offices and combined district operations under one organizational structure.

PROGRAM:

At the direction of the Commissioner, OADS establishes the overall policy objectives for functions and activities relating to older adults and adults with disabilities in Maine. Pursuant to federal and state laws, OADS promotes independence for older adults and adults with disabilities through services, including evidence-based prevention programs and comprehensive home and community-based services.

Programs fall within the following categories:

Adult Protective Services (APS), which is responsible for receiving and investigating reports for abuse, neglect and exploitation of incapacitated and dependent adults. APS is the Commissioner's designated representative for public guardianship and conservatorship services for adults who are incapacitated and have no family member or other private individual able or suitable to serve in those capacities;

Developmental Disability and Brain Injury Services, which serves persons with intellectual disabilities or Autism Spectrum Disorder, acquired brain injuries, or other related conditions. These services include community and state case management services, management of four federal home and community-based waiver programs and a statewide crisis response system;

Long Term Services and Supports (LTSS), which includes the management of state and federal long term care programs serving older adults and adults with disabilities, oversight of the medical eligibility process for long term care,

DEPARTMENT OF HEALTH AND HUMAN SERVICES

and policy oversight of nursing facilities and community residential settings;

Aging Services, which includes serving as the Older Americans Act (OAA) State Unit on Aging, management of social services and nutrition programs funded by the OAA and management of the State Health Insurance Program, and Senior Medicare Patrol program; and

Operations, which includes office-wide operational resources for business services and contracts, information services and technology, data and compliance for quality assurance across OADS programs, and policy development and rulemaking.

For more information, please refer to the DHHS/OADS website at www.maine.gov.dhhs/oads

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| OFFICE OF AGING AND DISABILITY SERVICES | TOTAL FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|---|---------------------|--------------------|-----------------------|--------------|-------------------|------------|
| EXPENDITURES | | | | | | |
| SALARIES & WAGES | 18,903,613 | 16,662,525 | 1,858,424 | | 382,664 | |
| HEALTH BENEFITS | 4,737,034 | 4,219,480 | 428,237 | | 89,317 | |
| RETIREMENTS | 4,402,372 | 3,858,640 | 458,393 | | 85,339 | |
| OTHER FRINGE BENEFITS | 446,436 | 396,192 | 41,165 | | 9,079 | |
| COMPUTER SERVICES | 1,512,870 | 1,219,024 | 65,707 | | 228,139 | |
| CONTRACTUAL SERVICES | 4,217,897 | 3,148,050 | 148,097 | | 921,750 | |
| RENTS | 678,349 | 638,537 | 22,781 | | 17,031 | |
| COMMODITIES | 87,015 | 80,862 | 4,600 | | 1,553 | |
| GRANTS, SUBSIDIES, PENSIONS | 249,141,141 | 203,557,860 | 29,020,396 | | 16,562,885 | |
| TRANSFER TO OTHER FUNDS | 108,704 | 630 | 73,051 | | 35,023 | |
| TOTAL EXPENDITURES | 284,235,431 | 233,781,800 | 32,120,851 | | 18,332,780 | |

**OFFICE OF BEHAVIORAL HEALTH
SARAH SQUIRELL, DIRECTOR**

Central Office: 41 ANTHONY AVENUE, AUGUSTA, ME 04333-0011
 Mail Address: 11 STATE HOUSE STATION, AUGUSTA, ME 04333-0011 FAX: (207) 287-9152
 Established: 2012 Telephone: (207) 287-2595
 Reference: Policy Area: 05 Umbrella: 10 Unit: 144H Citation: T00005 M.R.S.A., Sect.: 000020002
 Average Counts-All Positions: 92.000 Legislative Count: 92.00

PURPOSE:
 The Office of Behavioral Health (OBH) is grounded in the promotion of evidence-based, timely and appropriate access to behavioral health services with the goal of achieving improved outcomes for persons with mental illness and/or substance use disorders. OBH is the federally recognized single state agency (SSA) for mental health and substance use disorder services and State Opioid Treatment Authority, providing access to healthcare for the uninsured, funding for services not covered by Medicaid, program and policy development, and expertise to the provider community, legislature, and public.

ORGANIZATION:
 OBH is the federally recognized single state agency (SSA) for mental health and substance use disorder services and State Opioid Treatment Authority, providing access to healthcare for the uninsured, funding for services not covered by Medicaid, program and policy development, and expertise to the provider community, legislature, and public.

PROGRAM:
 OBH promotes a continuum of behavioral health services and supports spanning promotion, prevention, early intervention, treatment, crisis services, and recovery supports. OBH funds mental health and substance use disorder services by contracting with community-based services and provides direct service through our Intensive Case Management Program and State Forensic Service.

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OBH is further responsible for services delivery oversight, quality, and accountability of behavioral health services across the state and monitors quality of services, timely access to care and compliance of providers. In addition, OBH leads behavioral health policy development and rulemaking to advance and strengthen the system of care. In addition, OBH works closely with the Consumer Council System of Maine (CCSM) and Disability Rights Maine (DRM) to ensure rights protections for individuals with serious and persistent mental illness.

OBH is the lead office within DHHS to address the requirements of the Bates vs. DHHS Consent Decree and on strategies to improve timely access to high quality adult mental health services and assure provider compliance.

OBH oversees an array of service delivery areas including Substance Use & Opioid Response, Housing, Recovery, Mental Health, State Forensic Services, Criminal Justice, Workforce and Data & Evaluation.

OBH has advanced several initiatives and efforts in 2022-2023, outlined below.

OBH works to advance the Opioid Response Strategic Plan of which many activities and services are the responsibility of OBH, such as making naloxone widely available, the real time overdose mapping tool (ODMAP), training of recovery coaches, deployment of recovery coaches to Emergency Departments, rapid access to buprenorphine, and partnering with the Department of Corrections to support availability of Medication Assisted Treatment (MAT) to incarcerated individuals. OBH is also implementing a substantial increase in Naloxone distribution across the state with the goal of achieving community saturation to address unmet needs.

In 2021, OBH established as a pilot the first full-service crisis receiving center in Portland and has worked with community partner Spurwink to support the program's full opening in 2022. The center is currently serving 177 individuals per month, with 54% of clients being served within 2 visits or less and 91% receiving services that did not require hospitalization.

In 2022, OBH led the implementation of Resolve 2021, chapter 80 developing a Comprehensive Behavioral Health Plan for Maine to improve the continuum of behavioral health services available to Maine people from childhood throughout their lifespan. The plan includes 74 actions currently underway as well as numerous additional planned actions.

OBH also oversees the Prescription Monitoring Program (PMP), which is a web-based tool that was developed and implemented by OBH to prevent, detect, and reduce prescription drug misuse and diversion. In 2022 OBH developed a process and threshold algorithm to identify problematic prescribing practices and to refer as necessary prescribers to respective licensing boards for review or referrals to education pathways and resources.

OBH is working in partnership with the Office of MaineCare Services (OMS) and the Office of Child and Family Services (OCFS) to implement Crisis System Reform and the implementation of Certified Community Behavioral Health Clinics (CCBHCs) in Maine.

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| OFFICE OF BEHAVIORAL HEALTH | TOTAL FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|-----------------------------|---------------------|-------------------|-----------------------|--------------|-------------------|------------|
| EXPENDITURES | | | | | | |
| SALARIES & WAGES | 5,097,472 | 4,898,173 | | | 199,299 | |
| HEALTH BENEFITS | 1,247,580 | 1,195,287 | | | 52,293 | |
| RETIREMENTS | 1,140,860 | 1,096,487 | | | 44,373 | |
| OTHER FRINGE BENEFITS | 122,265 | 117,537 | | | 4,728 | |
| COMPUTER SERVICES | 2,383,198 | 394,211 | 3,190 | | 1,985,797 | |
| CONTRACTUAL SERVICES | 13,500,879 | 6,473,227 | 1,046,897 | | 5,980,755 | |
| RENTS | 209,461 | 180,623 | | | 28,838 | |
| COMMODITIES | 170,386 | 72,519 | | | 97,867 | |
| GRANTS, SUBSIDIES, PENSIONS | 114,949,516 | 72,788,363 | 14,195,744 | | 27,965,409 | |
| TRANSFER TO OTHER FUNDS | 210,950 | 767 | 25,339 | | 184,844 | |
| TOTAL EXPENDITURES | 139,032,567 | 87,217,194 | 15,271,170 | | 36,544,203 | |

DEPARTMENT OF HEALTH AND HUMAN SERVICES

MAINE PUBLIC DRINKING WATER COMMISSION

CAROL WHITE, CHAIRPERSON
JIM WILLIS, BOARD CLERK

Central Office: 286 WATER STREET, AUGUSTA, ME 04333-0011
 Mail Address: 11 STATE HOUSE STATION, AUGUSTA, ME 04333-0011 FAX:
 Established: 1993 Telephone: (207) 287-2070
 Reference: Policy Area: 05 Umbrella: 10 Unit: 560 Citation: T00022 M.R.S.A., Sect.: 00002660C
 Average Counts-All Positions: 4.000 Legislative Count: 4.00

PURPOSE:

The Maine Public Drinking Water Commission serves as an advisory board to the Maine Center for Disease Control and Prevention (Maine CDC) Drinking Water Program. The Commission evaluates the proportion of Drinking Water Program effort dedicated to each type of public water system, evaluates Drinking Water Program workloads, staffing and resource needs and determines funding requirements, fee formula, fee assessments and collection schedules for each type of public water system.

ORGANIZATION:

The Commission, created by the 116th Legislature, consists of nine members, eight who represent the interest of the regulated community and the drinking water public. The Commissioner of the Department of Health and Human Services or designee is the ninth member. Commissioners are appointed by the Governor and serve for a term of four years.

PROGRAM:

The Commission provides representatives of the drinking water industry and the public with the opportunity to provide input and oversight over the Maine CDC Drinking Water Program. It meets on a quarterly basis with Drinking Water Program staff to review budgets and to discuss public water system needs. The Commission provides input on major policy setting at the Drinking Water Program and advocates on behalf of the Drinking Water Program when needed. In addition, the Commission makes annual recommendations to the Drinking Water Program on the rate and structure of the annual fee on public water systems.

In SFY2023, the Commission held meetings on September 7, 2022; February 8, 2023; and May 24, 2023.

LICENSES:

n/a

PUBLICATIONS:

Annual Report to the Commissioner of the Department of Health and Human Services.

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| MAINE PUBLIC DRINKING WATER COMMISSION | TOTAL FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|---|------------------------------|-----------------|-----------------------------|-----------------|------------------|---------------|
| EXPENDITURES | | | | | | |
| SALARIES & WAGES | 329,784 | | 329,784 | | | |
| HEALTH BENEFITS | 86,521 | | 86,521 | | | |
| RETIREMENTS | 72,742 | | 72,742 | | | |
| OTHER FRINGE BENEFITS | 8,104 | | 8,104 | | | |
| COMPUTER SERVICES | 25,027 | | 25,027 | | | |
| CONTRACTUAL SERVICES | 25,474 | | 25,474 | | | |
| RENTS | 26,695 | 924 | | | 25,771 | |
| COMMODITIES | 1,485 | | 1,485 | | | |
| GRANTS, SUBSIDIES, PENSIONS | 3,112,900 | | 3,112,900 | | | |
| TRANSFER TO OTHER FUNDS | 7,984 | | 7,984 | | | |
| TOTAL EXPENDITURES | 3,696,716 | 924 | 3,695,792 | | | |

DEPARTMENT OF HEALTH AND HUMAN SERVICES

DIVISION OF FACILITIES MANAGEMENT

MARTHA KLUZAK, DIRECTOR

Central Office: 109 CAPITOL STREET, AUGUSTA, ME 04333
 Mail Address: 11 STATE HOUSE STATION, AUGUSTA, ME 04333-0011 FAX: (207) 287-3005
 Established: 2020 Telephone: (207) 287-5837
 Reference: Policy Area: 05 Umbrella: 10 Unit: 144R Citation: T0022A M.R.S.A., Sect.: 000000201
 Average Counts-All Positions: 1138.000 Legislative Count: 1138.00

PURPOSE:

The Division of Facilities Management is comprised of District Operations' staff and Office Services' employees, whose major functions include physical plant management, oversight of general office operations and coordination and administration of office and support services within leased and state-owned buildings throughout the state.

ORGANIZATION:

This division has employees throughout Maine. Working titles within this division include, but are not limited to, Business Services Managers, Office Managers, Receptionists and Clerical and Administrative Assistants.

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| DIVISION OF FACILITIES MANAGEMENT | TOTAL | | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|--------------------------------------|--------------------|-------------------|-----------------------------|-----------------|------------------|---------------|
| | ALL FUNDS | GENERAL FUND | | | | |
| EXPENDITURES | | | | | | |
| SALARIES & WAGES | 63,012,915 | 37,960,270 | 25,052,645 | | | |
| HEALTH BENEFITS | 16,116,406 | 9,926,088 | 6,190,318 | | | |
| RETIREMENTS | 13,997,268 | 8,921,009 | 5,076,259 | | | |
| OTHER FRINGE BENEFITS | 1,491,884 | 950,331 | 541,553 | | | |
| COMPUTER SERVICES | 6,740,135 | 3,188,430 | 3,551,705 | | | |
| CONTRACTUAL SERVICES | 5,161,021 | 2,233,614 | 2,927,407 | | | |
| RENTS | 489,144 | 336,984 | 152,160 | | | |
| COMMODITIES | 365,083 | 258,842 | 106,241 | | | |
| GRANTS, SUBSIDIES, PENSIONS | 182,640 | 143,759 | 38,881 | | | |
| TRANSFER TO OTHER FUNDS | 1,052,406 | 366 | 1,052,040 | | | |
| TOTAL EXPENDITURES | 108,608,902 | 63,919,693 | 44,689,209 | | | |

RIVERVIEW PSYCHIATRIC CENTER

STEPHANIE GEORGE-ROY, SUPERINTENDENT

Central Office: 250 ARSENAL STREET, AUGUSTA, ME 04333-0011
 Mail Address: 11 STATE HOUSE STATION, AUGUSTA, ME 04333-0011 FAX: (207) 287-6123
 Established: 1934 Telephone: (207) 624-3900
 Reference: Policy Area: 05 Umbrella: 10 Unit: 686 Citation: T0022A M.R.S.A., Sect.: 000000208
 Average Counts-All Positions: 363.363 Legislative Count: 363.00

PURPOSE:

Riverview Psychiatric Center (RPC) is an acute care psychiatric hospital providing care and treatment to individuals with serious and persistent mental illness. In addition to inpatient care services, RPC Outpatient Services supports patients living in the community with court ordered privileges.

ORGANIZATION:

RPC opened in June 2004. The hospital has its own Advisory Board with by-laws covering organization, purpose, duties, appointment process, committees, and the relationship to the medical staff.

DEPARTMENT OF HEALTH AND HUMAN SERVICES

PROGRAM:

RPC is a 92-bed acute care psychiatric hospital providing state of the art care to individuals in Maine with serious persistent mental illness and co-occurring disorders. It is organized into clinical, administrative, and support service departments. RPC has four (4) co-ed inpatient treatment units providing an acute level of care. During the fiscal year 2022-23, RPC admitted 182 patients, an increase of 63.9% over the prior fiscal year, and discharged 177 patients, an increase of 55.2% over the prior fiscal year.

Riverview's Outpatient Services Program (OPS) includes community support services for patients on modified release/release status under the Not Criminally Responsible (NCR) provisions of Maine Revised Statutes, Title 15 who have obtained community privileges through the court system.

LICENSES:

RPC and OPS are licensed by State of Maine Division of Licensing and Certification; Deemed and accredited by The Joint Commission; and Federally approved by the Centers for Medicare and Medicaid Services.

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| RIVERVIEW PSYCHIATRIC CENTER | TOTAL | | SPECIAL | HIGHWAY | FEDERAL | MISC |
|------------------------------|-------------------|-------------------|-------------------|---------|---------|-------|
| | FOR | GENERAL | | | | |
| EXPENDITURES | ALL | FUND | FUNDS | FUND | FUNDS | FUNDS |
| SALARIES & WAGES | 16,859,544 | 3,153,018 | 13,706,526 | | | |
| HEALTH BENEFITS | 4,061,936 | 2,470,553 | 1,591,383 | | | |
| RETIREMENTS | 4,036,293 | 2,408,437 | 1,627,856 | | | |
| OTHER FRINGE BENEFITS | 415,723 | 246,547 | 169,176 | | | |
| COMPUTER SERVICES | 708,659 | 316,218 | 392,441 | | | |
| CONTRACTUAL SERVICES | 13,586,476 | 10,311,764 | 3,274,712 | | | |
| RENTS | 279,817 | 240,634 | 39,183 | | | |
| COMMODITIES | 1,508,750 | 1,282,464 | 226,286 | | | |
| GRANTS, SUBSIDIES, PENSIONS | 6,775 | 6,775 | | | | |
| BUILDING IMPROVEMENTS | 657,286 | 657,286 | | | | |
| TRANSFER TO OTHER FUNDS | 543,937 | 163 | 543,774 | | | |
| TOTAL EXPENDITURES | 42,665,196 | 21,093,859 | 21,571,337 | | | |

**SEXUAL ASSAULT FORENSIC EXAMINER ADVISORY BOARD
TINA PANAYIDES, CHAIR**

Central Office: 95 STATE ST, AUGUSTA, ME 04330
 Mail Address: 11 STATE HOUSE STATION, AUGUSTA, ME 04333-0011 FAX:
 Established: 2015 Telephone: (207) 623-1156
 Reference: Policy Area: 05 Umbrella: 10 Unit: 685 Citation: T0005 M.R.S.A., Sect.: 000003360N

PURPOSE:

The Sexual Assault Forensic Examiner Advisory Board is tasked with advising and assisting the State in promoting and supporting the statewide creation, growth, and sustainability of sexual assault forensic examiner programs.

ORGANIZATION:

The Board is comprised of 15 members appointed by the Commissioner of the Department of Health and Human Services. The term of each member of the board is 3 years. The members must include the following: one physician licensed to practice medicine in the State; one member representing a school of nursing; two sexual assault nurse examiners; one representative from a sexual assault support center; one member from a statewide coalition against sexual assault; one survivor of sexual assault; one attorney from the Office of the Attorney General, designated by the Attorney General; one employee of the Maine State Police Crime Laboratory; one member from a statewide association of prosecutors; one member from a statewide association of hospitals; one member who is a forensic pediatric health care provider; one representative of law enforcement; and two public

DEPARTMENT OF HEALTH AND HUMAN SERVICES

members.

PROGRAM:

The Board provides advice and assistance regarding training, technical assistance, standards, and resources to the sexual assault forensic examiner programs.

The Board may establish prerequisites applicable to persons who wish to participate in sexual assault forensic examiner training and authorize the issuance of certificates to those who complete the training.

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

DEPARTMENT OF INLAND FISHERIES AND WILDLIFE

DEPARTMENT OF INLAND FISHERIES AND WILDLIFE

JUDITH CAMUSO, COMMISSIONER

TIMOTHY E. PEABODY, DEPUTY COMMISSIONER

Central Office: 353 WATER STREET, AUGUSTA, ME 04333-0041

Mail Address: 41 STATE HOUSE STATION, AUGUSTA, ME 04333-0041 *FAX:* (207) 287-6395

Established: 1980

Telephone: (207) 287-5202

Reference: Policy Area: 04 *Umbrella:* 09 *Unit:* 137 *Citation:* T0012 *M.R.S.A., Sect.:* 000010051

Average Counts-All Positions: 305.839

Legislative Count: 299.00

Units:

DIVISION OF LICENSING AND REGISTRATION

MAINE OUTDOOR HERITAGE FUND BOARD

ADVISORY COUNCIL

DIVISION OF PUBLIC INFORMATION AND EDUCATION

DIVISION OF ENGINEERING

BUREAU OF RESOURCE MANAGEMENT

ADVISORY BOARD FOR THE LICENSING OF GUIDES

BUREAU OF WARDEN SERVICE

PURPOSE:

The Department of Inland Fisheries and Wildlife was established to preserve, protect and enhance the inland fisheries and wildlife; to encourage wise use of the resources; and to ensure the resources are maintained and perpetuated for their intrinsic and ecological values, for their economic contribution and for their recreational, scientific and educational use by the people of the State. In addition, the Department is responsible for the establishment and enforcement of laws and regulations governing fishing, hunting and trapping; the registration and operation of snowmobiles, watercraft, and all-terrain vehicles; propagation and stocking of fish; acquisition of wildlife management areas; safety programs for hunters, snowmobiles, all-terrain vehicles and watercraft; and, the issuing of licenses and permits (hunting, fishing, trapping, guide, wildlife possession/importation, as well as many other miscellaneous permits).

The overall department budget is comprised of three parts: general fund, federal grant funds and other special revenue funds. The Department's revenue from license sales, registrations, fees and other items is constitutionally protected and can only be used for the administration of the Department. This requires the Legislature to appropriate to the Department a general fund appropriation that is not less than the revenues collected by the Department for a given year. In essence, this gives the Department an advance from the general fund against anticipated revenue which is then repaid to the general fund with the Department's revenue from license sales, registrations and fees as it is received through the fiscal year. This allows the Department to overcome fluctuations in license sales and fees that occur throughout the year, impacting cash flow, and instead have a predictable and responsible budget. The difference between the annual appropriated amount and the actual revenue earned through license sales, registrations, fees and other items is the true general fund contribution to the Department. Federal funds come from the U.S. Fish and Wildlife Service's Wildlife and Sport Fish Restoration Program. These funds are distributed to state fish and wildlife agencies through grants authorized under the Pittman-Robertson Wildlife Restoration Act (PR) and the Dingell-Johnson Sport Fish Restoration Act (DJ). The funds are generated by excise taxes and import duties on equipment and gear manufactured for purchase by hunters, anglers, boaters, archers, and recreational shooters. Federal taxes on motorboat and small engine fuels are also a source of DJ funding. These federal funds require a matching share which comes from state hunting, trapping and fishing licenses. This program is an example of a user pay, user benefits program based on hunters, trappers, and anglers who recreate here in Maine. In this case all the residents and visitors to Maine benefit from the sportsman's dollars as they are used to manage all of the fisheries and wildlife resources of the State of Maine both game and nongame.

ORGANIZATION:

The Department of Inland Fisheries and Wildlife (formerly Game) traces back to 1830 when wardens were first appointed by the Governor to enforce the moose and deer laws enacted that year. Two Commissioners of Fisheries were appointed in 1867. In 1880, the Commissioners were assigned responsibility for enforcing game laws as well as fish laws, and in 1895, their title was changed to Commissioners of Inland Fisheries and Game. The two Commissioners were later replaced by the Commissioner of Inland Fisheries and Game in 1917. Function divisions were added as the Department mandates and responsibilities were expanded, e.g. Warden

DEPARTMENT OF INLAND FISHERIES AND WILDLIFE

Service Aviation in 1937; Wildlife Division in 1938; Fisheries Division in 1951; Information and Education in 1955; Program Development and Coordination in 1968; Snowmobile Registration in 1969; Realty in 1970; Watercraft Registration and Safety in 1974.

Effective October 1, 1975, the Department was renamed the Department of Inland Fisheries and Wildlife. In 1984, the Department underwent its first Sunset Review by the Legislative Committee on Audit and Program Review. As a result, the Department was reorganized into the following: 1. Bureau of Administrative Services; 2. Bureau of Resource Management; 3. Bureau of Warden Service; 4. Office of the Commissioner, including the Division of Public Information and the Division of Program Development and Coordination.

In 2006, a statewide reorganization removed the financial and information technology functions of the agency and placed them within the newly-created Natural Resources Service Center and the Office of Information Technology. The Bureau of Administrative Services, as it was known prior to this reorganization became the Division of Licensing, Registration and Engineering in 2009 to more accurately reflect the duties of the Division. In 2011, the Division of Engineering was established as a separate Division to oversee maintenance, contracting and repair of Department facilities.

PROGRAM:

The Department's program focuses on the management of the State's inland fish and wildlife (game and nongame species), enforcement, applied research studies, surveys and inventories, program development (planning), artificial propagation and stocking of fish, coordination of department interests between state and federal agencies and the private sector, environmental permitting coordination, the search for lost persons, the registration of watercraft, snowmobiles and all-terrain vehicles, hunter/trapper education programs, and hunter, snowmobile, boating and ATV safety programs.

The establishment of rules is an important part of the program carried out by the Department. The Commissioner provides abstracts of the inland fisheries and wildlife laws and rules for distribution to the public (six summaries plus migratory bird regulations are updated and distributed in electronic and some printed formats). The Open Water and Ice Fishing Regulations, upon filing with the Secretary of State as an electronic document and distributed to the public, are declared to be official consolidations of fishing rules.

A complete reporting of these programs will be included in the reports for the various Bureaus and Divisions.

LICENSES:

Commercial Whitewater Rafting Allocations
See individual Bureaus for other licenses and permits

PUBLICATIONS:

The Department has many varied electronic and print publications including law summaries, books on various species or species groups and many colorful posters of fish and wildlife. Consult the Department's website for a complete list with pricing.

DEPARTMENT OF INLAND FISHERIES AND WILDLIFE

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| DEPARTMENT SUMMARY | TOTAL FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|-----------------------------|------------------------------|-------------------|-----------------------------|-----------------|-------------------|---------------|
| SALARIES & WAGES | 21,354,796 | 15,545,839 | 1,257,362 | | 4,551,595 | |
| HEALTH BENEFITS | 5,208,402 | 3,753,492 | 351,715 | | 1,103,195 | |
| RETIREMENTS | 5,690,297 | 4,305,361 | 311,362 | | 1,073,574 | |
| OTHER FRINGE BENEFITS | 533,474 | 401,421 | 29,204 | | 102,849 | |
| COMPUTER SERVICES | 574,380 | 410,790 | 131,281 | | 32,309 | |
| CONTRACTUAL SERVICES | 10,455,302 | 5,653,546 | 2,092,977 | | 2,708,779 | |
| RENTS | 2,856,284 | 2,191,262 | 290,589 | | 374,433 | |
| COMMODITIES | 1,757,909 | 1,226,664 | 237,034 | | 294,211 | |
| GRANTS, SUBSIDIES, PENSIONS | 5,628,939 | 1,792 | 948,920 | | 4,678,227 | |
| PURCHASE OF LAND | 2,241,557 | 250 | 698,377 | | 1,542,930 | |
| BUILDING IMPROVEMENTS | 945,600 | 198 | 407,012 | | 538,390 | |
| EQUIPMENT | 2,118,874 | 218,768 | 1,267,028 | | 633,078 | |
| TRANSFER TO OTHER FUNDS | 465,420 | 4,588 | 290,426 | | 170,406 | |
| TOTAL EXPENDITURES | 59,831,234 | 33,713,971 | 8,313,287 | | 17,803,976 | |

| DEPARTMENT OF INLAND FISHERIES AND WILDLIFE | TOTAL FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|--|------------------------------|------------------|-----------------------------|-----------------|------------------|---------------|
| SALARIES & WAGES | 791,712 | 500,801 | 290,911 | | | |
| HEALTH BENEFITS | 148,726 | 73,923 | 74,803 | | | |
| RETIREMENTS | 192,908 | 118,215 | 74,693 | | | |
| OTHER FRINGE BENEFITS | 17,373 | 10,293 | 7,080 | | | |
| COMPUTER SERVICES | 352,672 | 248,839 | 103,833 | | | |
| CONTRACTUAL SERVICES | 2,807,934 | 1,925,905 | 882,029 | | | |
| RENTS | 640,800 | 602,642 | 38,158 | | | |
| COMMODITIES | 152,527 | 99,582 | 52,945 | | | |
| EQUIPMENT | 106,935 | | 106,935 | | | |
| TRANSFER TO OTHER FUNDS | 73,075 | 25 | 73,050 | | | |
| TOTAL EXPENDITURES | 5,284,662 | 3,580,225 | 1,704,437 | | | |

DIVISION OF LICENSING AND REGISTRATION
BILL SWAN, DIRECTOR

Central Office: 353 WATER STREET, AUGUSTA, ME
 Mail Address: 41 STATEHOUSE STATION, AUGUSTA, ME 04333-0041 FAX: (207) 287-8094
 Established: 1965 Telephone: (207) 287-5225
 Reference: Policy Area: 04 Umbrella: 09 Unit: 167 Citation: T0012 M.R.S.A., Sect.: 000010052
 Average Counts-All Positions: 20.000 Legislative Count: 20.00

PURPOSE:

The purpose of the Division is to administer the issuance of department licenses, stamps and permits and the registration of snowmobiles, watercraft and all-terrain vehicles.

ORGANIZATION:

In 1984, the 11th Legislature reorganized the Department, thus creating the Bureau of Administrative Services as one of the major Bureaus. This Bureau was structured in the following manner: Accounting Section, headed by a Chief Accountant; Division of Engineering and Realty, headed by a Supervisor; Division of Licensing and Registration, headed by a Director; Personnel Section-headed by a Personnel Officer; Central Purchasing and Supply Section, headed by a Property Officer.

During FY06 a statewide reorganization of administrative functions substantially changed the make-up of Administrative Services. A new entity, the Natural Resources Service Center under the Department of Administrative and Financial Services, was established to provide budget, accounting, human resources and payroll services to all of the Natural Resource departments within state government. These functions were removed from the Department during that consolidation. In addition, the Office of Information Technology centralized the

DEPARTMENT OF INLAND FISHERIES AND WILDLIFE

Department's IT functions under a consolidated Natural Resources IT cluster. The licensing and registration, engineering and land acquisition functions were left in Administrative Services. In 2009, legislation was passed to change the name from the Bureau of Administrative Services to the Division of Licensing, Registration and Engineering to more accurately reflect the responsibilities and duties of the Division. In 2011, the Engineering Division was separated from Licensing and Registration to become its own Division. The Natural Resources Service Center coordinates the purchase of capital equipment and supplies and disperses these items on a department-wide basis. Adequate inventories of vehicle, snowmobile, and outboard motor parts, clothing, footwear and miscellaneous items are held in stock to be issued to all field personnel.

PROGRAM:

The Division of Licensing and Registration provides the public with hunting and fishing licenses and miscellaneous permits through the Department's main office and designated license agents. The Division also registers all watercraft, snowmobiles and all-terrain vehicles. The operation of these machines is regulated in cooperation with all law enforcement agencies and information is provided as required.

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| DIVISION OF LICENSING AND REGISTRATION | TOTAL | | | | | |
|---|------------------|------------------|-----------------------------|-----------------|------------------|---------------|
| | FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
| EXPENDITURES | | | | | | |
| SALARIES & WAGES | 933,854 | 816,177 | 117,677 | | | |
| HEALTH BENEFITS | 283,529 | 253,795 | 29,734 | | | |
| RETIREMENTS | 211,141 | 191,390 | 19,751 | | | |
| OTHER FRINGE BENEFITS | 22,637 | 20,479 | 2,158 | | | |
| COMPUTER SERVICES | 96,655 | 77,788 | 18,867 | | | |
| CONTRACTUAL SERVICES | 725,879 | 533,350 | 192,529 | | | |
| RENTS | 109,246 | 53,561 | 55,685 | | | |
| COMMODITIES | 98,982 | 92,802 | 6,180 | | | |
| GRANTS, SUBSIDIES, PENSIONS | 11,208 | | 11,208 | | | |
| BUILDING IMPROVEMENTS | 375,062 | | 375,062 | | | |
| TRANSFER TO OTHER FUNDS | 9,216 | 3,033 | 6,183 | | | |
| TOTAL EXPENDITURES | 2,877,409 | 2,042,375 | 835,034 | | | |

ADVISORY COUNCIL

KRISTIN PEET, CHAIRPERSON

Central Office: 353 WATER STREET, AUGUSTA, ME 04333-0041
 Mail Address: 41 STATE HOUSE STATION, AUGUSTA, ME 04333-0041 FAX:
 Established: 1945 Telephone: (207) 287-5202
 Reference: Policy Area: 04 Umbrella: 09 Unit: 140 Citation: T0012 M.R.S.A., Sect.: 000010151

PURPOSE:

To provide advice and consent to the Commissioner of Inland Fisheries and Wildlife on regulation changes necessary for the proper implementation, enforcement and interpretation of any provision of law that the Commissioner is charged with the duty of administering.

ORGANIZATION:

The Advisory Council is appointed by the Governor, subject to review by the Joint Standing Committee on Fisheries and Wildlife and to confirmation by the Legislature, and consists of ten members representing one or more counties of the State on fish and wildlife related issues. The Commissioner is a non-voting member of the Council ex officio but may vote to break a tie. Appointments are for three years or until successors are appointed and qualified. No person shall serve more than two consecutive three-year terms. Upon the death, resignation, or removal from office of any person so appointed, the Governor shall appoint a member to serve for the unexpired term.

DEPARTMENT OF INLAND FISHERIES AND WILDLIFE

The members of the Advisory Council receive \$50 per day for their services and actual expenses for each fiscal year. The Council holds regular meetings with the Commissioner or Deputy Commissioner to provide information and advice on enhancing fisheries and wildlife resource management in the State. At the meeting held in May of each year, the Council may elect one of its members as chair and one as vice-chair.

PROGRAM:

The Advisory Council met with the Commissioner to review regulation changes and other department matters seven times during FY23.

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

DIVISION OF ENGINEERING RICHARD PARKER, DIRECTOR

Central Office: 353 WATER STREET, AUGUSTA, ME 04333-0041

Mail Address: 41 STATE HOUSE STATION, AUGUSTA, ME 04333-0041 *FAX:*

Established: 2011

Telephone: (207) 287-5218

Reference: Policy Area: 04 *Umbrella:* 09 *Unit:* 661 *Citation:* T00012 *M.R.S.A., Sect.:* 0001052-A

PURPOSE:

The purpose of the Division is to administer contracts for work or services performed for the Department; and to coordinate the design, maintenance and report of all department-owned facilities and infrastructure by utilization of department staff and/or outside contractors. The Division also prepares the capital improvement plan to be printed in the budget document.

ORGANIZATION:

In 1984, the 111th Legislature reorganized the Department, thus creating the Bureau of Administrative Services as one of the major Bureaus. This Bureau was structured in the following manner: Accounting Section, headed by a Chief Accountant; Division of Engineering and Realty, headed by a Supervisor; Division of Licensing and Registration, headed by a Director; Personnel Section, headed by a Personnel Officer; Central Purchasing and Supply Section, headed by a Property Officer.

During FY06 a statewide reorganization of administrative functions substantially changed the make-up of Administrative Services. A new entity, the Natural Resources Service Center under the Department of Administrative and Financial Services, was established to provide budget, accounting, human resources and payroll services to all of the Natural Resources Departments within State government. The licensing and registration, engineering and land acquisition functions were left in Administrative Services. In 2009, legislation was passed to change the name from the Bureau of Administrative Services to the Division of Licensing, Registration and Engineering to more accurately reflect the responsibilities and duties of the Division. In 2011, the Engineering Division was separated from Licensing and Registration to become its own Division.

PROGRAM:

The Division of Engineering oversees the design, maintenance and repair of department-owned facilities and infrastructure, including the preparation of a capital improvement plan to be printed in the budget document.

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

DEPARTMENT OF INLAND FISHERIES AND WILDLIFE

ADVISORY BOARD FOR THE LICENSING OF GUIDES
JUDITH CAMUSO, COMMISSIONER

Central Office: 353 WATER STREET, AUGUSTA, ME 04333-0041
Mail Address: 41 STATE HOUSE STATION, AUGUSTA, ME 04333-0041 *FAX:* (207) 287-8094
Established: 1975 *Telephone:* (207) 287-5250
Reference: *Policy Area:* 04 *Umbrella:* 09 *Unit:* 142 *Citation:* T0012 *M.R.S.A., Sect.:* 000010153

PURPOSE:

The Advisory Board for the Licensing of Guides was established:
A. To provide advice and consent regarding rules proposed by the Commissioner;
B. At the request of the Commissioner, to conduct oral examinations of applicants for guide licenses;
C. To review guide complaints and handle accordingly; and
D. To advise the Commissioner on granting and revoking guide licenses.

ORGANIZATION:

The Advisory Board for the Licensing of Guides, established by Title 5, section 12004-I, subsection 23, shall consist of the following eight members:
A. One subordinate officer of the department designated by the Commissioner;
B. Two wardens of the department;
C. Four representatives of the public, with no more than three holding licenses under this chapter 927, to be appointed by the Governor for a term of three years to reflect a wide diversity of guiding experience. At least two members shall be chosen for their expertise in outdoor recreation. The public members shall be compensated as provided in Title 5, Chapter 379; and
D. One marine patrol officer of the Department of Marine Resources.

PROGRAM:

The categories of licenses granted by the Advisory Board for the Licensing of Guides are as follows:

Master
Hunting
Fishing
Recreation
Hunting/Fishing
Hunting/Recreation
Fishing/Recreation
Sea Kayaking
Tidewater Fish
Recreation/Sea Kayaking
Fish/Tidewater

LICENSES:

Master Guides License
Hunting Guides License
Fishing Guides License
Recreational Guides License
Tidewater Guides License
Sea Kayaking Guides License

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

MAINE OUTDOOR HERITAGE FUND BOARD
CAROL GAY, SECRETARIAT

Central Office: 353 WATER STREET, AUGUSTA, ME 04333-0041
Mail Address: 41 STATE HOUSE STATION, AUGUSTA, ME 04333-0041 *FAX:* (207) 287-8094
Established: 1995 *Telephone:* (207) 458-8421
Reference: *Policy Area:* 04 *Umbrella:* 09 *Unit:* 585 *Citation:* T0012 *M.R.S.A., Sect.:* 000010308

DEPARTMENT OF INLAND FISHERIES AND WILDLIFE

PURPOSE:

The Maine Outdoor Heritage Fund was established by the Legislature in 1995 after it became clear there was insufficient funding for worthwhile projects that would perpetuate Maine's outdoor heritage -- the state's endangered species, wildlife habitat and pristine lands for outdoor recreation. By funding the program solely with revenue from the sale of special Outdoor Heritage lottery tickets, the Legislature was able to support financially worthwhile projects.

ORGANIZATION:

The Maine Outdoor Heritage Fund is governed by a board of seven members. The Commissioner of the Department of Inland Fisheries and Wildlife, the Commissioner of the Department of Agriculture, Conservation and Forestry and the Coordinator of the Natural Areas Program are permanent members. With approval from the Legislature, the Governor appoints four citizen members to staggered four-year terms. One citizen member must represent a state sportsman's organization, one must represent a state wildlife conservation organization and one must work in a field related to natural resources. The Board has hired an administrator on a contractual basis to perform the duties of administering the grants once they are awarded, organizing the application process for grants and coordinating with the Lottery Commission and other state and private organizations.

PROGRAM:

The Board awards grants semi-annually to natural resources agencies and organizations for conservation and recreation projects that meet the guidelines stated in the Outdoor Heritage Fund's Strategic Plan.

The grants are awarded in four categories:

- conservation of fisheries, wildlife, and habitat;
- acquisition and management of public lands, parks, wildlife conservation areas, public access and outdoor recreation sites and facilities;
- conservation of endangered and threatened species;
- natural resources law enforcement and protection of public health.

Revenue is raised from the sale of instant lottery tickets, which are available at most outlets that sell other Maine State Lottery tickets. The Outdoor Heritage ticket design changes twice per year.

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| MAINE OUTDOOR HERITAGE FUND BOARD | TOTAL FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|-----------------------------------|---------------------|--------------|-----------------------|--------------|---------------|------------|
| EXPENDITURES | | | | | | |
| SALARIES & WAGES | 220 | | 220 | | | |
| COMPUTER SERVICES | 206 | | 206 | | | |
| CONTRACTUAL SERVICES | 53,811 | | 53,811 | | | |
| COMMODITIES | 430 | | 430 | | | |
| GRANTS, SUBSIDIES, PENSIONS | 707,501 | | 707,501 | | | |
| TRANSFER TO OTHER FUNDS | 5,086 | | 5,086 | | | |
| TOTAL EXPENDITURES | 767,254 | | 767,254 | | | |

DIVISION OF PUBLIC INFORMATION AND EDUCATION

EMILY MACCABE, DIRECTOR

Central Office: 353 WATER STREET, AUGUSTA, ME 04333-0041
 Mail Address: 41 STATE HOUSE STATION, AUGUSTA, ME 04333-0041 FAX:
 Established: 1952 Telephone: (207) 462-1017
 Reference: Policy Area: 04 Umbrella: 09 Unit: 236 Citation: T0012 M.R.S.A., Sect.: 000010056
 Average Counts-All Positions: 13.00 Legislative Count: 13.00

PURPOSE:

The main function of the Public Information and Education Division is to create and maintain public understanding, participation in, and support for department objectives and programs including wildlife and fishery management, safety in the outdoors, and ethical hunting and fishing practices.

DEPARTMENT OF INLAND FISHERIES AND WILDLIFE

ORGANIZATION:

The Division was created in 1952, as the Information and Education Division, under authorization granted by the 96th Legislature in 1951. It was reorganized into the Public Information Division, effective July 1, 1980; it was again reorganized, as the Division of Public Information and Education under the Office of the Commissioner, effective April 24, 1984. Another reorganization, effective July 1, 1993, established the Division of Public Information and Education as its own unit. Currently, the division includes 16 full-time positions, and seven part-time positions and is supported by a large network of volunteers.

PROGRAM:

The major programs of the Public Information and Education Division are marketing, public relations, educational outreach, and the operations of the Maine Wildlife Park.

The Information Center within the Division provides knowledgeable staff responding to telephone inquiries and directing calls to appropriate department divisions, as well as e-mail and social media requests. The Information Center handles an average of 1,000 phone calls and hundreds of e-mails and social media messages per week.

Through a variety of methods, the Division communicates with members of the public daily sharing information regarding department programs and projects related to wildlife and fishery management and education messaging related to outdoor sports such as hunting, fishing, trapping, boating, ATV and snowmobile riding. Communication is done in person through a variety of shows and events, through digital communication (email, blogs, web updates, social media, etc.), through the production of video, and through the development and distribution of printed publications including the annual law summaries. Additionally, the Division coordinates several education outreach programs and provides training to hundreds of volunteers and educators across Maine. These programs include hunter safety, trapping safety, ATV, boating and snowmobile safety, Becoming an Outdoors Woman, Hooked on Fishing - Not on Drugs, 4-H Shooting Sports, Project WILD, Nature of Teaching, and National Archery in the School Program. The Division provides support to Maine Department of Inland Fisheries and Wildlife (MDIFW) staff across the State to visit classrooms, speak to groups and organizations, and supply tools and materials to MDIFW regional offices for public consumption.

Maine Wildlife Park in Gray, Maine hosts over 125,000 visitors annually. The Park has over 30 species of native Maine wildlife on exhibit in naturalized enclosures. Interpretation of the Department's wildlife management programs and projects are offered via signage, an audio tour, and guided tours. A variety of wildlife and conservation education school programs and tours are offered at the Park, reaching well over 4,000 Maine school children annually. Weekend events with wildlife, outdoor, and conservation themes occur here from May through October.

PUBLICATIONS:

2022 Hunting Lawbook
2022 Trapping Lawbook
2022 Fishing Lawbook
2022-2023 ATV/Snowmobile Lawbook (digital only)
2021 Wildlife Research and Management Report
Outdoor Partners Program brochure
Maine Wildlife Park brochure
Swan Island brochure
Maine Bird Atlas brochure
MDIFW Non-Game brochure

DEPARTMENT OF INLAND FISHERIES AND WILDLIFE

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| DIVISION OF PUBLIC INFORMATION AND EDUCATION | TOTAL | | SPECIAL REVENUE | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|---|---------------------|------------------|--------------------|-----------------|------------------|---------------|
| | FOR ALL FUNDS | GENERAL FUND | | | | |
| EXPENDITURES | | | | | | |
| SALARIES & WAGES | 632,563 | 333,399 | 299,164 | | | |
| HEALTH BENEFITS | 192,602 | 90,439 | 102,163 | | | |
| RETIREMENTS | 144,353 | 76,418 | 67,935 | | | |
| OTHER FRINGE BENEFITS | 13,825 | 8,116 | 5,709 | | | |
| COMPUTER SERVICES | 1,621 | 1,621 | | | | |
| CONTRACTUAL SERVICES | 969,522 | 689,060 | 280,462 | | | |
| RENTS | 33,736 | 19,360 | 14,376 | | | |
| COMMODITIES | 174,828 | 81,038 | 93,790 | | | |
| GRANTS, SUBSIDIES, PENSIONS | 161,142 | | 161,142 | | | |
| TRANSFER TO OTHER FUNDS | 178,757 | 1,164 | 177,593 | | | |
| TOTAL EXPENDITURES | 2,502,949 | 1,300,615 | 1,202,334 | | | |

BUREAU OF RESOURCE MANAGEMENT
JAMES CONNOLLY, DIRECTOR

Central Office: 353 WATER STREET, AUGUSTA, ME 04333-0041
 Mail Address: 41 STATE HOUSE STATION, AUGUSTA, ME 04333-0041 FAX: (207) 287-6395
 Established: 1965 Telephone: (207) 287-5259
 Reference: Policy Area: 04 Umbrella: 09 Unit: 189 Citation: T0012 M.R.S.A., Sect.: 000010053
 Average Counts-All Positions: 129.799 Legislative Count: 126.00

PURPOSE:

The Bureau of Resource Management is responsible for the management of the State's inland fisheries and wildlife resources and the development of rules governing the effective management of these resources.

ORGANIZATION:

The Bureau of Resource Management was established by the 111th Legislature as a result of recommendations made by the Legislative Program Audit and Review Committee. The Bureau presently consists of the following:
 Division of Wildlife
 Division of Fisheries and Hatcheries

PROGRAM:

Division of Wildlife:

Management of Maine's Wildlife - Management of Maine's wildlife is carefully planned and monitored. Department biologists enlist members of the public to help develop long-term management goals for Maine's key wildlife species. Biologists use that public input in management systems that direct how the Wildlife Division manages a species. The Department owns or has management agreements on more than 100,000 acres of land acquired for wildlife management purposes. These wildlife management areas (WMAs) are covered by management plans that are designed to maintain or create the highest quality wildlife habitats possible, allow public access and recreational use, and serve as demonstration areas. In addition, the Department works with the Bureau of Parks and Lands to implement wildlife habitat management on the State's public reserved and state park lands, as well as with private landowners interested in wildlife management.

Research and Assessment - The Wildlife Division coordinates, supervises, plans, and directs all wildlife projects; collects and analyzes information on species abundance, use, habitat requirements, and habitat quality and quantity; monitors wildlife populations; maintains species assessments and management systems; produces technical reports and develops recommendations for specific harvest and use regulations in support of the Department's species management goals and objectives. The Division also provides biological guidance and technical support to all parties having management, planning, or regulatory responsibility concerning wildlife.

Division of Fisheries and Hatcheries:

DEPARTMENT OF INLAND FISHERIES AND WILDLIFE

Maine's inland fisheries are managed under structured work programs that ensure the preservation, protection, enhancement and wise use of the State's fishery resources. The conservation of native fish, their habitat, and providing sustainable recreational and commercial fisheries for both wild and stocked fisheries remain an important management focus. Maine is a recognized fishing destination in the eastern United States, generating over \$300 million annually to the State's economy.

The Fisheries Management section works with public members to plan and develop work programs to investigate, monitor, and manage recreational and commercial fisheries. Management includes various types of stocking programs, adoption of fishing regulations, population monitoring, supporting development of public water access, habitat improvement/restoration, remediation of invasive species, and research. Management recommendations are rooted in sound science and data collection, guided by public input.

The Hatcheries Section is comprised of eight fish culture facilities and a fish pathology laboratory responsible for the propagation of healthy fish to support statewide fisheries management programs. Currently the hatchery program stocks over one million salmon and trout annually. The fish health lab also manages biosecurity interests related to importation and private fish cultivation.

Additional Program Areas:

The Environmental Review, Federal Aid Coordination, Water Access, and Habitat Information Transfer Programs are also located within Resource Management.

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| BUREAU OF RESOURCE MANAGEMENT | TOTAL | SPECIAL | | HIGHWAY | FEDERAL | MISC |
|-------------------------------|-------------------|------------------|------------------|---------|-------------------|-------|
| | FOR | GENERAL | REVENUE | | | |
| EXPENDITURES | ALL FUNDS | FUND | FUNDS | FUND | FUNDS | FUNDS |
| SALARIES & WAGES | 7,957,723 | 3,742,104 | 284,331 | | 3,931,288 | |
| HEALTH BENEFITS | 2,093,019 | 1,020,058 | 79,186 | | 993,775 | |
| RETIREMENTS | 1,795,306 | 838,779 | 67,908 | | 888,619 | |
| OTHER FRINGE BENEFITS | 183,374 | 87,313 | 7,283 | | 88,778 | |
| COMPUTER SERVICES | 20,618 | 5,329 | 7,938 | | 7,351 | |
| CONTRACTUAL SERVICES | 4,110,501 | 965,520 | 553,012 | | 2,591,969 | |
| RENTS | 521,933 | 130,321 | 47,623 | | 343,989 | |
| COMMODITIES | 856,479 | 568,492 | 17,363 | | 270,624 | |
| GRANTS, SUBSIDIES, PENSIONS | 4,679,370 | 1,143 | | | 4,678,227 | |
| PURCHASE OF LAND | 2,241,557 | 250 | 698,377 | | 1,542,930 | |
| BUILDING IMPROVEMENTS | 570,538 | 198 | 31,950 | | 538,390 | |
| EQUIPMENT | 1,563,688 | 162,010 | 1,001,377 | | 400,301 | |
| TRANSFER TO OTHER FUNDS | 176,320 | 224 | 18,398 | | 157,698 | |
| TOTAL EXPENDITURES | 26,770,426 | 7,521,741 | 2,814,746 | | 16,433,939 | |

BUREAU OF WARDEN SERVICE
DAN SCOTT, GAME WARDEN COLONEL
CHRIS CLOUTIER, GAME WARDEN MAJOR

Central Office: 353 WATER STREET, AUGUSTA, ME 04333-0041
 Mail Address: 41 STATE HOUSE STATION, AUGUSTA, ME 04333-0041 FAX: (207) 287-8094
 Established: 1965 Telephone: (207) 287-2766
 Reference: Policy Area: 04 Umbrella: 09 Unit: 218 Citation: T0012 M.R.S.A., Sect.: 000010054
 Average Counts-All Positions: 133.540 Legislative Count: 132.00

PURPOSE:

The primary function of the Maine Warden Service is to enforce Title 12, Chapters 901-939, to enforce all rules promulgated by the Commissioner, and to enforce the U.S. Migratory Bird Treaty Act. In addition to these duties, the Maine Warden Service enforces the Maine boat laws and recreational vehicle laws (snowmobile and ATV). The Maine Warden Service is, by statute, responsible for searches for persons presumed lost or drowned in the fields, forests and inland waters of the

DEPARTMENT OF INLAND FISHERIES AND WILDLIFE

State of Maine. Game Wardens of the Maine Warden Service are uniformed law enforcement officers with full police powers and statewide jurisdiction.

ORGANIZATION:

The Maine Warden Service was formally established on March 9, 1880, and was renamed the Bureau of Warden Service in 1984 as a part of the reorganization statute enacted by the 111th Legislature. The Bureau of Warden Service currently consists of a Game Warden Colonel (Chief Warden), a Game Warden Major (Deputy Chief Warden), a Game Warden Captain, 5 Game Warden Lieutenants, 15 Game Warden Sergeants, 4 Game Warden Investigators, 1 Chief Warden Pilot, 2 Game Warden Pilots, 90 District Game Wardens, 5 Game Warden Specialists, 1 Game Warden Chaplain, and 8 Deputy Game Wardens. Support services within the Maine Warden Service include a Dive Team, Incident Management Team (for Search and Rescue & Natural Disasters), K-9 Team, Special Investigations Team, Aviation Division, Evidence Recovery Team, Use of Force Team, Forensic Mapping Team, and Critical Incident Stress Debrief Team.

PROGRAM:

Conservation Law Enforcement: In FY23, the Maine Warden Service responded to 24,792 complaints on matters of conservation law enforcement, search and rescue, and Inland Fisheries and Wildlife rules and regulations. During 2023, 2,959 persons were prosecuted, and 2,679 persons were warned for violation of laws and rules pertaining to fish, wildlife, boating, and recreational vehicles. To accomplish the Conservation Law Enforcement and Search and Rescue mission of the Bureau, in 2023 Game Wardens drove 3,129,649 miles.

Search and Rescue: During 2023, the Maine Warden Service responded to 468 searches for persons lost in the fields and forests of Maine or presumed to be drowned on the inland waters of the State.

Data Collection: The Maine Warden Service is responsible for assisting with compiling the following data for management purposes: assistance with the administration of fur tagging stations, big game registration stations and tracking predation and vehicle mortality numbers of whitetail deer.

LICENSES:

- Special dog training area license
- License to hold field trials for sporting dogs
- Snowmobile race permit
- Import permit (fish and wildlife)
- Eel permit for licensed trappers (20 lbs. of eels)
- Permit to stock rabbit
- Permit to allow the use of a suppressor while hunting
- Black Powder permit - Felon

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| BUREAU OF WARDEN SERVICE | TOTAL | | SPECIAL | HIGHWAY | FEDERAL | MISC |
|-----------------------------|-------------------|-------------------|----------------|---------|------------------|-------|
| | FOR | GENERAL | | | | |
| EXPENDITURES | ALL | FUND | REVENUE | FUND | FUNDS | FUNDS |
| SALARIES & WAGES | 11,038,724 | 10,153,358 | 265,059 | | 620,307 | |
| HEALTH BENEFITS | 2,490,527 | 2,315,276 | 65,830 | | 109,421 | |
| RETIREMENTS | 3,346,590 | 3,080,560 | 81,075 | | 184,955 | |
| OTHER FRINGE BENEFITS | 296,266 | 275,220 | 6,975 | | 14,071 | |
| COMPUTER SERVICES | 102,607 | 77,212 | 437 | | 24,958 | |
| CONTRACTUAL SERVICES | 1,787,653 | 1,539,711 | 131,133 | | 116,809 | |
| RENTS | 1,550,570 | 1,385,378 | 134,748 | | 30,444 | |
| COMMODITIES | 474,664 | 384,750 | 66,326 | | 23,588 | |
| GRANTS, SUBSIDIES, PENSIONS | 69,718 | 649 | 69,069 | | | |
| EQUIPMENT | 448,252 | 56,758 | 158,717 | | 232,777 | |
| TRANSFER TO OTHER FUNDS | 22,966 | 142 | 10,116 | | 12,708 | |
| TOTAL EXPENDITURES | 21,628,537 | 19,269,014 | 989,485 | | 1,370,038 | |

JUDICIAL DEPARTMENT

JUDICIAL DEPARTMENT

HON. VALERIE STANFILL, CHIEF JUSTICE

Central Office: CAPITAL JUDICIAL CENTER, AUGUSTA, ME 04330

Mail Address: 163 SHS, AUGUSTA, ME 04333-0163

FAX: (207) 430-4106

Established: 1820

Telephone: (207) 213-2951

Reference: Policy Area: 06 Umbrella: 40 Unit: 274 Citation: T0004 M.R.S.A., Sect.: 000000001

Average Counts-All Positions: 576.000

Legislative Count: 576.00

Units:

ADMINISTRATIVE OFFICE OF THE COURTS

COMMITTEE ON JUDICIAL CONDUCT

BOARD OF BAR EXAMINERS

BOARD OF OVERSEERS OF THE BAR

COURT ALTERNATIVE DISPUTE RESOLUTION SERVICE

SUPERIOR COURT

DISTRICT COURT FOR THE STATE OF MAINE

SUPREME JUDICIAL COURT

PURPOSE:

The purpose of the Judicial Branch is to administer justice by providing a safe, accessible, efficient, and impartial system of dispute resolution that serves the public interest, protects individual rights, and instills respect for the law.

ORGANIZATION:

Until the signing of the Articles of Agreement for Separation in 1820, Maine was part of Massachusetts and included in the Massachusetts court system. In 1820, Article VI, Section 1, of the new Maine Constitution established the Judicial Branch of government stating: "The judicial power of the State shall be vested in a Supreme Judicial Court, and such other courts as the Legislature shall from time to time establish". From the start of statehood, the Supreme Judicial Court was both a trial court and an appellate court or "Law Court." The new State of Maine also adopted the same lower court structure as existed in Massachusetts, and the court system remained unchanged until 1852. The Court Reorganization Act of 1852 increased the jurisdiction of the Supreme Judicial Court to encompass virtually every type of case, increased the number of justices and authorized the justices to travel in circuits. The Probate Courts were created in 1820 as county-based courts and have remained so.

The next major change in the system came in 1929, when the Legislature created the statewide Superior Court as a trial court to relieve the overburdened Supreme Judicial Court. Meanwhile, the lower courts continued to operate much as they always had until 1961 when both the municipal court and trial justice systems were abolished and the new District Court created. The Administrative Court, which was created in 1978, was abolished on March 15, 2001.

The administrative structure of the Maine Judicial Branch is similar to a corporation. The Supreme Judicial Court serves as the Branch "board of directors" and by statute has general administrative and supervisory authority over the Branch. This authority is exercised by promulgating rules, issuing administrative orders, establishing policies and procedures, and generally advising the Chief Justice. The Chief Justice is designated as head of the Judicial Branch and is assisted by the State Court Administrator. Each of the two trial courts has a Chief Justice or Judge, appointed by and responsible to the Chief Justice, who also heads the Law Court. The Administrative Office of the Courts, under the direction of the State Court Administrator, assists in meeting the operational needs of the courts.

JUDICIAL DEPARTMENT

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| DEPARTMENT SUMMARY | TOTAL FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|-----------------------------|---------------------|-------------------|-----------------------|--------------|------------------|------------|
| SALARIES & WAGES | 40,154,248 | 37,052,530 | 2,845,538 | | 256,180 | |
| HEALTH BENEFITS | 8,711,187 | 8,084,486 | 583,990 | | 42,711 | |
| RETIREMENTS | 7,526,790 | 6,936,127 | 533,689 | | 56,974 | |
| OTHER FRINGE BENEFITS | 1,080,569 | 1,008,564 | 66,511 | | 5,494 | |
| COMPUTER SERVICES | 3,385,023 | 2,904,287 | 479,836 | | 900 | |
| CONTRACTUAL SERVICES | 19,659,301 | 17,263,362 | 1,798,161 | | 597,778 | |
| RENTS | 2,129,190 | 2,129,190 | | | | |
| COMMODITIES | 1,659,324 | 1,643,151 | 7,513 | | 8,660 | |
| GRANTS, SUBSIDIES, PENSIONS | 3,016,930 | 1,036,908 | 1,389,014 | | 591,008 | |
| BUILDING IMPROVEMENTS | 94,850 | | 94,850 | | | |
| EQUIPMENT | 52,378 | | 52,378 | | | |
| INTEREST-DEBT RETIREMENT | 16,522,497 | 16,522,497 | | | | |
| TRANSFER TO OTHER FUNDS | 51,332 | -29,528 | 70,088 | | 10,772 | |
| TOTAL EXPENDITURES | 104,043,619 | 94,551,574 | 7,921,568 | | 1,570,477 | |

| JUDICIAL DEPARTMENT | TOTAL FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|-----------------------------|---------------------|-------------------|-----------------------|--------------|------------------|------------|
| SALARIES & WAGES | 40,154,248 | 37,052,530 | 2,845,538 | | 256,180 | |
| HEALTH BENEFITS | 8,711,187 | 8,084,486 | 583,990 | | 42,711 | |
| RETIREMENTS | 7,526,790 | 6,936,127 | 533,689 | | 56,974 | |
| OTHER FRINGE BENEFITS | 1,080,569 | 1,008,564 | 66,511 | | 5,494 | |
| COMPUTER SERVICES | 3,385,023 | 2,904,287 | 479,836 | | 900 | |
| CONTRACTUAL SERVICES | 19,659,301 | 17,263,362 | 1,798,161 | | 597,778 | |
| RENTS | 2,129,190 | 2,129,190 | | | | |
| COMMODITIES | 1,659,324 | 1,643,151 | 7,513 | | 8,660 | |
| GRANTS, SUBSIDIES, PENSIONS | 3,016,930 | 1,036,908 | 1,389,014 | | 591,008 | |
| BUILDING IMPROVEMENTS | 94,850 | | 94,850 | | | |
| EQUIPMENT | 52,378 | | 52,378 | | | |
| INTEREST-DEBT RETIREMENT | 16,522,497 | 16,522,497 | | | | |
| TRANSFER TO OTHER FUNDS | 51,332 | -29,528 | 70,088 | | 10,772 | |
| TOTAL EXPENDITURES | 104,043,619 | 94,551,574 | 7,921,568 | | 1,570,477 | |

**ADMINISTRATIVE OFFICE OF THE COURTS
AMY QUINLAN, STATE COURT ADMINISTRATOR**

Central Office: ADMIN OFFICE OF THE COURTS, PORTLAND, ME 04112-4820
 Mail Address: BOX 4820, PORTLAND, ME 04112 FAX: (207) 822-0781
 Established: 1975 Telephone: (207) 822-0792
 Reference: Policy Area: 06 Umbrella: 40 Unit: 425 Citation: T0004 M.R.S.A., Sect.: 00000015

PURPOSE:
 The State Court Administrator, under the supervision of the Chief Justice of the Supreme Judicial Court, is required by statute to: survey and study Judicial Branch operations to improve administration and management of the court system; develop and recommend long-range plans for the Judicial Branch; examine the status of all court dockets and make recommendations concerning the assignment of personnel; investigate complaints about the operation of the courts; examine and maintain court statistical systems and collect and analyze statistical data relating to court operations; prescribe uniform policies and business methods to be used in all courts; implement standards and policies set by the Chief Justice; act as fiscal officer of the courts including the oversight of all budgetary and accounting functions; oversee labor management activities; and examine and supervise arrangements for court facilities, equipment, and supplies.

In addition, the State Court Administrator is required to submit an Annual Report to the Chief Justice, Legislature and Governor reporting the activities of the preceding fiscal year; maintain liaison with the other branches and agencies of government; prepare and plan for the operation of District and Superior Court clerks' offices; develop and implement educational and training programs for

JUDICIAL DEPARTMENT

nonjudicial personnel; plan and implement arrangements for court security; report on out-of-state travel; prepare impact statements for executive orders and proposed legislation; and perform other duties consistent with the powers delegated and assigned by the Chief Justice and the Supreme Judicial Court.

ORGANIZATION:

The Administrative Office of the Courts was created in 1975. The Office is directed by the State Court Administrator, who is appointed by and serves at the pleasure of the Chief Justice. The Administrative Office staff is appointed by the State Court Administrator with the approval of the Chief Justice. The staff administers the accounting, technology, fiscal, legislative, personnel, purchasing, planning, research, court operations, facility, and security related functions for the court system.

PROGRAM:

Under the direction of the State Court Administrator, the Administrative Office of the Courts continued its involvement in ongoing areas of court automation, fiscal administration, court security, facilities management, and personnel administration. Initiatives were undertaken to improve court security, enhance case processing technology, increase the availability and quality of interpretation services, and adapt court operations to meet the needs of Maine's citizens.

PUBLICATIONS:

All publications, along with Court statistics information and helpful links, are available online at www.courts.maine.gov.

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

BOARD OF BAR EXAMINERS

CHRISTOPHER K. MACLEAN ESQ., CHAIR
MELISSA K. HANSEN, EXECUTIVE DIRECTOR

Central Office: , ,
Mail Address: 135 MAIN ST, STE A, BOX 305, BRUNSWICK, ME 04011 FAX:
Established: 1899 Telephone: (207) 623-2464
Reference: Policy Area: 06 Umbrella: 40 Unit: 291 Citation: T0004 M.R.S.A., Sect.: 000000801

PURPOSE:

The purpose of the Board of Bar Examiners is to examine all applicants for admission to the Bar as to their legal learning and general qualifications to practice as attorneys in the several courts of the State. After passing the examination or being found eligible for admission without examination, and compliance with the statutes has been accomplished, the Board issues a certificate of qualification which states the standing of the applicant and recommends his/her admission to the bar.

ORGANIZATION:

The Board is composed of seven lawyers of the State and two representatives of the public appointed by the Governor. As the terms of the members expire, members of the Board are appointed annually by the Governor on the recommendation of the Supreme Judicial Court and hold office for terms of five (5) years. Terms begin on the first day of January of the year of appointment and end on the last day of December of the year of expiration of the appointment.

The Board holds two examination sessions annually at such times and places in the State as the Board determines and the Supreme Judicial Court approves. The members of the Board elect a chair and a secretary who may, but need not be, the same person, and a treasurer. The Board makes rules and regulations relative to the performance and duties of the Board and to the examinations which the Board conducts. Five members of said Board shall constitute a quorum for the

JUDICIAL DEPARTMENT

transaction of business.

PROGRAM:

In its efforts to discharge its statutory duties, the Board must review its policies and practices in such matters as:

1. the necessity of examining applicants who already have been admitted by examination in other jurisdictions;
2. the eligibility of graduates of foreign law schools to take the bar exam;
3. the fairness and validity of examination procedures and standards;
4. the relationship of a law school education to the bar examination; and
5. the effectiveness of procedures to determine the character and fitness of applicants to practice law.

The Board works closely with the National Conference of Bar Examiners and the American Bar Association to receive the benefit of the experience of the other jurisdictions in bar examination matters.

LICENSES:

Certificate of Qualification for Admission to the Bar

PUBLICATIONS:

"Rules of the Board" - (Maine Bar Admission Rules)
Available online at www.mainebarexaminers.org

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

COURT ALTERNATIVE DISPUTE RESOLUTION SERVICE

DIANE E. KENTY, ESQ, DIRECTOR
HON. PETER MALIA, JUDGE, CHAIR

Central Office: 125 PRESUMPCOT STREET, PORTLAND, ME 04112

Mail Address: PO BOX 4820, PORTLAND, ME 04112

Established: 1996

Reference: Policy Area: 06 *Umbrella:* 40 *Unit:* 589 *Citation:* T0004

FAX: (207) 822-0781

Telephone: (207) 822-0792

M.R.S.A., Sect.: 000000018B

PURPOSE:

The purpose and objective of the Court Alternative Dispute Resolution Service (CADRES) is to provide an administrative structure for court-connected Alternative Dispute Resolution (ADR) services in Maine Courts.

ORGANIZATION:

The operation and policies of the CADRES are overseen by the Court Alternative Dispute Resolution Service Committee. Members of the Committee are appointed by the Chief Justice of the Supreme Judicial Court pursuant to 4 MRSA Section 18-B. The Director administers statewide rosters and oversees the work of mediators and other ADR neutrals. The neutrals provide services as required in each of the State's District and Superior Court locations.

PROGRAM:

CADRES provides ADR services, including mediation, arbitration, and early neutral evaluation, to the parties in court cases in Maine in all counties. CADRES selects and maintains statewide rosters of neutrals in various types of cases: small claims, family matters, evictions, land use/environmental and civil litigation. More than 150 neutrals are available statewide to provide ADR services under the auspices of the courts. In District Court, referral to mediation is mandatory in most contested family matters and is available in other types of cases. In Superior Court, pursuant to Rule 16B of the Maine Rules of Civil Procedure, ADR is required in many types of civil cases. Parties are permitted to choose the type of ADR process, i.e., mediation, arbitration, or early neutral evaluation, in which they will participate.

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FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

DISTRICT COURT FOR THE STATE OF MAINE HON. BRENT DAVIS, CHIEF JUDGE

Central Office: 1 COURT STREET, AUGUSTA, ME 04330
Mail Address: 163 STATE HOUSE STATION, AUGUSTA, ME 04333-0163 *FAX:*
Established: 1961 *Telephone:* (207) 213-2971
Reference: Policy Area: 06 Umbrella: 40 Unit: 279 Citation: T0004 M.R.S.A., Sect.: 000000151

PURPOSE:

The purpose of the District Court is to serve as a court of general jurisdiction in law and equity for the State, excluding civil jury trials.

ORGANIZATION:

The District Court was originally created by the Legislature in 1961 as Maine's court of limited jurisdiction. The Court's jurisdiction has expanded substantially. In criminal matters, it has original jurisdiction in non-felony cases. However, effective July 1, 2015 the Judicial Branch developed a Unified Criminal Docket (UCD) for all criminal misdemeanor and felony matters. Responsibility for all criminal matters in the UCD is shared by justices of the Superior Court and judges of the District Court.

Until March 15, 2001, the Court had concurrent jurisdiction with the Superior Court in divorce and non-equitable civil cases involving not more than \$30,000. As of March 15, 2001, the monetary claim limit for civil cases was eliminated, creating concurrent jurisdiction with the Superior Court. The District Court now has exclusive jurisdiction of divorce and family cases. The District Court also may grant equitable relief in a wide variety of cases including unfair trade practices and cases involving environmental law violations.

The District Court hears all child protection cases, and protection from abuse and protection from harassment cases. The District Court is the small claims court (for cases involving not more than \$6,000) and the juvenile court. In addition, the Court hears mental health, forcible entry and detainer, quiet title, and foreclosure cases. It is the only court available for the enforcement of money judgments. The District Court also has original jurisdiction over civil violations, and exclusive jurisdiction over all violations bureau matters.

There are 39 judges in the District Court, including the Chief Judge, who is designated by the Chief Justice of the Supreme Judicial Court. All District Court judges are appointed by the Governor, reviewed by the legislative Joint Standing Committee on the Judiciary, and confirmed by the Senate for seven-year terms. Pursuant to Administrative Order, District Court judges may also sit in the Superior Court. In the District Court, judges are assigned by the Chief Judge to sit in any District Court in the State.

PROGRAM:

Within the District Court, there are administrative units and systems designed to enable the Court to achieve its purposes. The Family Division of the District Court was established by the Second Session of the 118th Legislature, which enacted 4 M.R.S.A. section 183 as follows: "There is established within the District Court a Family Division that has jurisdiction over family matters filed in District Court. The Family Division shall provide a system of justice that is responsive to the needs of families and the support of their children." In May of 1998, Family Case Management Officers, renamed Family Law Magistrates in 2005, began to hear and dispose of certain family matter cases, usually involving child support.

The District Court Judges, along with Superior Court Justices, preside over the Family Recovery Court, Co-Occurring Disorder Court and Veterans Court Proceedings. The Family Recovery Courts operate in York, Cumberland, Androscoggin, Hancock, and Washington Counties. The Co-Occurring Disorder Court and the Veterans Court are statewide courts located primarily in Kennebec County.

JUDICIAL DEPARTMENT

The Family Treatment Drug Court is operating within the Maine District Court in the Lewiston-Auburn area, the Bangor area and in Central Maine. This federally funded docket works with families in child protection proceedings when substance use disorder is a major problem in the family. The District Court also operates Domestic Violence Monitoring Courts in several locations throughout the State. This grant-funded docket provides ongoing court monitoring of individuals that have been convicted of criminal acts of domestic violence.

The Chief Judge of the District Court rosters all Guardians ad Litem (GAL), who are appointed by the Court in part to provide children with a voice in family and child protection matters in the District Court. The Chief Judge of the District Court also appoints all Bail Commissioners and Justices of the Peace.

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

COMMITTEE ON JUDICIAL CONDUCT **CHRISTINE GIANOPOULOS, CHAIR** **CABANNE HOWARD, ESQ., EXECUTIVE SECRETARY**

Central Office: P.O. BOX 8058, PORTLAND, ME 04104-8058
Mail Address: PO BOX 8058, PORTLAND, ME 04104-8058
Established: 1978
Reference: Policy Area: 06 *Umbrella:* 40 *Unit:* 276J *Citation:* J1978

FAX:
Telephone: (207) 592-7712
M.R.S.A., Sect.: SJC-00109

PURPOSE:

The Committee on Judicial Conduct was created by the Supreme Judicial Court by court order in 1978. The Committee is empowered to receive and investigate complaints of judicial misconduct. Judicial misconduct is defined by the Maine Code of Judicial Conduct, which was promulgated by the Supreme Judicial Court. By order of the Court, the Code of Judicial Conduct is binding on all state judges and magistrates, as set forth in the Code and the Court's order.

ORGANIZATION:

The Committee on Judicial Conduct consists of eight members appointed by the Supreme Judicial Court. One member is a Justice of the Superior Court, one is a Judge of the District Court, and one is a Probate Judge. Two members are attorneys at law admitted to practice in the State of Maine, and three are public members, all appointed by the Supreme Judicial Court upon the recommendation of the Governor. Four alternate members are also appointed to serve with respect to any matter from which a regular member is excused or otherwise unavailable.

PROGRAM:

Proceedings before the Committee are typically begun upon receipt of a complaint concerning the conduct of a judge. If the Committee members decide that the facts involved in the complaint appear to come within its authority, a copy of the complaint is submitted to the judge for a response, unless the allegations or facts available to the Committee show that no disciplinary misconduct is involved. At the time a complaint is submitted to the judge, an investigation is conducted appropriate to the circumstances of the complaint. Based upon its investigation and the judge's response, the Committee determines whether the complaint should be dismissed or whether an evidentiary hearing is necessary.

The Committee cannot itself impose disciplinary sanctions. Unless the complaint is dismissed, the Committee's findings and conclusions, together with recommendations, are reported to the Supreme Judicial Court in any matter in which the Committee finds misconduct warranting formal disciplinary action. Thereafter, the matter is in the hands of the Court. The Committee may also seek informal correction of any judicial conduct or practice that may create an appearance of judicial misconduct.

Upon written request of the Governor, the Legislature's Joint Standing Committee on Judiciary, or an appropriate federal agency or official, in connection with

JUDICIAL DEPARTMENT

consideration of the appointment of a person who has been a judge, the Committee is directed to provide information on any complaints made against that person and the Committee's disposition thereof. The Committee reports annually to the Supreme Judicial Court a summary of each year's activities.

PUBLICATIONS:

The Committee has available for distribution material describing the Committee's operation and function, as well as the rules that govern the Committee's jurisdiction and procedure. Copies are available upon request. Copies of the available Annual Reports of the Committee are also distributed upon request. All of this information is also available on the Committee's website: www.cjc.maine.gov

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

BOARD OF OVERSEERS OF THE BAR

MARGARET MINISTER, ESQ., CHAIR

ARIA EEE, ESQ., EXECUTIVE DIRECTOR

Central Office: 97 WINTHROP STREET, AUGUSTA, ME 04330

Mail Address: PO BOX 527, AUGUSTA, ME 04332-0527

Established: 1978

Reference: Policy Area: 06 *Umbrella:* 40 *Unit:* 276B *Citation:* J1978

FAX: (207) 623-4175

Telephone: (207) 623-1121

M.R.S.A., Sect.: 000004890

PURPOSE:

The mission of the Board of Overseers of the Bar is to encourage and promote competent and ethical practice by members of the Maine Bar, and to make these standards known to members of the public, so that they have confidence in the legal profession in Maine. The Board accomplishes its mission on several fronts including attorney registration, continuing legal education, ethical guidance, and attorney regulation. The Guardian ad Litem Review Board, an independent unit within the Board, administers the registration and regulation of Guardians ad litem as defined in the Maine Rules for Guardians ad Litem.

ORGANIZATION:

The Board of Overseers of the Bar was created by order of the Supreme Judicial Court, effective November 1, 1978 (Maine Bar Rules). The Board consists of nine (9) members selected by the Court, three (3) of whom are lay persons and six (6) of whom are members of the Bar of the State of Maine.

PROGRAM:

This unit's activities are limited to the performance of its duties as defined in the Maine Bar Rules, the Maine Rules of Professional Conduct, and the Maine Rules of Guardians ad Litem. In general, the Board supervises and administers the registration of attorneys admitted to the Maine Bar and Guardians ad Litem rostered by the Court; investigates and processes ethical complaints that allege violations of the Maine Bar Rules, the Maine Rules of Professional Conduct, or the Maine Rules for Guardians ad Litem; provides a procedure for the arbitration of fee disputes between clients and attorneys; and provides limited consulting and advisory services for the court with respect to the interpretation and application of the Maine Bar Rules, the Maine Rules of Professional Conduct, and the Maine Rules for Guardians ad Litem.

PUBLICATIONS:

"The Grievance Process: Rules and Steps to Follow in the Grievance Process"
(Free)

"Legal Fee Arbitration: Rules and Steps to follow in the Fee Arbitration Process"
(Free)

"Board of Overseers of the Bar Annual Report." Posted on Board's website at

JUDICIAL DEPARTMENT

www.mebareverseers.org

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

**SUPERIOR COURT
HON. ROBERT E. MULLEN, CHIEF JUSTICE**

Central Office: 47 COURT STREET, SKOWHEGAN, ME 04976
Mail Address: 47 COURT STREET, SKOWHEGAN, ME 04976
Established: 1930
Reference: Policy Area: 06 *Umbrella:* 40 *Unit:* 278 *Citation:* T0004
FAX: (207) 822-4283
Telephone: (207) 822-4269
M.R.S.A., Sect.: 000000101

PURPOSE:

The Superior Court was originally created by the Legislature in 1929 as Maine's trial court of general jurisdiction. Since 2001, the Court no longer has jurisdiction over divorce, family matters, child protection, or protection from abuse and harassment family matters. The Superior Court has exclusive jurisdiction over civil jury trials, including medical malpractice cases; limited appellate jurisdiction regarding questions of law and de novo proceedings in certain District Court cases; and limited concurrent original jurisdiction with the Supreme Judicial Court over certain proceedings. Since its creation, the Superior Court has had exclusive jurisdiction over all felony-level criminal proceedings; however, the Judicial Branch has developed a Unified Criminal Docket (UCD) process for all criminal misdemeanor and felony matters, which was fully implemented Statewide by July 1, 2015. Responsibility for criminal matters in the UCD is shared by justices of the Superior Court and judges of the District Court.

ORGANIZATION:

There are 17 justices of the Superior Court who hold sessions of the court in each of the State's 16 counties. The justices are appointed by the Governor for seven year terms, with the consent of the Legislature. A single justice is designated by the Chief Justice of the Supreme Judicial Court to serve as the Chief Justice of the Superior Court.

The Chief Justice of the Superior Court is responsible for establishing the regular and special assignments of the justices, for specifying when the Grand Jury shall be summonsed in each county, and for assigning justices to the Single-Justice program and to Post-Conviction Review matters, and to other matters throughout the State. The Chief Justice also supervises the Medical Malpractice Pre-Litigation Screening Panel program for all medical malpractice cases in the Superior Court.

PROGRAM:

In 2004, the Superior Court established a statewide Single-Justice system in which an individual justice is assigned for all purposes to each civil case and each criminal homicide case, including manslaughter, filed in the State. As a result, only one justice is responsible for all decisions and matters in each of those cases.

The Superior Court also conducts several types of problem-solving courts throughout the State, including the Business and Consumer Docket (aka The Business Court), the Adult Drug Treatment Court and the combined Co-occurring Disorders and Veterans Court. The Superior Court also has pioneered the use of judicially assisted settlement conferences, a highly successful form of mediation in which a judge not involved with the case being mediated serves as the neutral. This system is now used throughout the trial court system.

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

JUDICIAL DEPARTMENT

SUPREME JUDICIAL COURT
HON. VALERIE STANFILL, CHIEF JUSTICE

Central Office: CAPITAL JUDICIAL CENTER, AUGUSTA, ME 04330

Mail Address: 163 SHS, AUGUSTA, ME 04333-0163

Established: 1920

Reference: Policy Area: 06 *Umbrella:* 40 *Unit:* 276 *Citation:* T0004

FAX: (207) 430-4106

Telephone: (207) 213-2951

M.R.S.A., Sect.: 000000001

PURPOSE:

The purpose of the Supreme Judicial Court sitting as the Law Court is to serve as the final appellate tribunal for the State. The Supreme Judicial Court also has general administrative and supervisory authority over the Judicial Department and shall make and promulgate rules, regulations, and orders governing the administration of the Judicial Department.

ORGANIZATION:

The Supreme Judicial Court is the highest court in Maine, and, as the Law Court, is the court of final appeal. As of January 1, 2001, the Law Court hears appeals of civil and criminal cases from District and Superior Courts; appeals from all final judgments, orders, and decrees of the Probate Court; appeals of decisions of the Public Utilities Commission; and appeals from the Workers Compensation Board. A justice of the Supreme Judicial Court may be assigned by the Chief Justice to sit in the Superior Court or the District Court to hear cases of any type, including post-conviction matters and jury trials.

In addition, the Supreme Judicial Court defines and regulates the practice of law and the conduct of attorneys in Maine by the promulgation of Maine Bar Rules, published in the annual Maine Rules of Court. It also is the ultimate authority for admitting lawyers to the bar, and for administering lawyer discipline including disbarment. The justices of the Supreme Judicial Court may be called upon to make decisions regarding legislative apportionment and render advisory opinions concerning important questions of law on solemn occasions when requested by the Governor, Senate, or House of Representatives. Three members of the Maine Supreme Judicial Court serve as the Sentence Review Panel for the review of sentences of one year or more.

The Supreme Judicial Court has seven members: the Chief Justice and six Associate Justices. The justices must be trained in the law and are appointed by the Governor for seven year terms, with the consent of the Legislature. By statute, the Chief Justice is head of the Judicial Branch, and the Supreme Judicial Court has general administrative and supervisory authority over the Judicial Branch. Upon retirement, a Supreme Judicial Court Justice may be appointed an Active Retired Justice by the Governor, for a seven year term, with the consent of the Legislature. On assignment by the Chief Justice, an Active Retired Justice has the same authority as an active justice.

LICENSES:

Admission to Practice - Attorney At Law, 4 M.R.S.A. Sec. 801

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

DEPARTMENT OF LABOR

DEPARTMENT OF LABOR

LAURA FORTMAN, COMMISSIONER
KIMBERLY SMITH, DEPUTY COMMISSIONER

Central Office: 45 COMMERCE DR, AUGUSTA, ME 04330
 Mail Address: 54 STATE HOUSE STATION, AUGUSTA, ME 04333-0054 FAX: (207) 287-5292
 Established: 1971 Telephone: (207) 621-5095
 Reference: Policy Area: 01 Umbrella: 12 Unit: 158 Citation: T0026 M.R.S.A., Sect.: 000001401A
 Average Counts-All Positions: 508.000 Legislative Count: 508.00

Units:

| | |
|--|---|
| OFFICE OF THE COMMISSIONER | BUREAU OF UNEMPLOYMENT COMPENSATION |
| DIVISION OF ADMINISTRATIVE HEARINGS | BUREAU OF LABOR STANDARDS |
| STATE BOARD OF ARBITRATION AND CONCILIATION | MAINE LABOR RELATIONS BOARD |
| DIVISION FOR THE BLIND AND VISUALLY IMPAIRED | PANEL OF MEDIATORS |
| DIVISION FOR THE DEAF, HARD OF HEARING AND LATE DEAFENED | BOARD OF OCCUPATIONAL SAFETY AND HEALTH |
| COMMISSION FOR THE DEAF, HARD OF HEARING & LATE DEAFENED | BUREAU OF REHABILITATION SERVICES |
| BUREAU OF EMPLOYMENT SERVICES | STATE WORKFORCE BOARD |
| | MAINE UNEMPLOYMENT INSURANCE COMMISSION |
| | CENTER FOR WORKFORCE RESEARCH AND INFORMATION |

PURPOSE:

The Department of Labor helps Maine workers and businesses thrive. The Department is grounded in the belief that a career is a major building block of prosperity and is vital to helping Mainers chart their economic future. The Department seeks to ensure that people are treated and paid fairly, and that work is performed in safe and healthy workplaces. When jobs are lost, the Department provides unemployment benefits to those who qualify. By providing these services, the Department contributes to the overall success of Maine workers and the businesses for which they work.

ORGANIZATION:

The Department of Labor encompasses the units listed above. These units are organized around the Office of the Commissioner and five core bureaus: Employment Services; Labor Standards; Rehabilitation Services; Unemployment Compensation; and Workforce Research and Information. The Maine Labor Relations Board handles labor relations and functions as a quasi-independent agency within the Department.

PROGRAM:

The Department received American Recovery Plan Act funding through the Maine Jobs and Recovery Plan (MJRP). The programs established under MJRP were designed to help people and businesses reclaim their place in Maine's workforce and economy.

LICENSES:

None.

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| DEPARTMENT SUMMARY | TOTAL | | | | | |
|-----------------------------|--------------------|-------------------|-----------------------|--------------|-------------------|-------------------|
| | ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
| SALARIES & WAGES | 25,837,916 | 3,245,634 | 3,543,161 | | 18,594,726 | 454,395 |
| HEALTH BENEFITS | 6,586,352 | 976,996 | 589,429 | | 4,887,663 | 132,264 |
| RETIREMENTS | 5,759,973 | 748,544 | 736,357 | | 4,173,828 | 101,244 |
| OTHER FRINGE BENEFITS | 630,483 | 88,655 | 63,016 | | 467,802 | 11,010 |
| COMPUTER SERVICES | 11,488,581 | 613,321 | 6,046,602 | | 4,734,933 | 93,725 |
| CONTRACTUAL SERVICES | 8,585,548 | 554,008 | 4,214,700 | | 3,809,413 | 7,427 |
| RENTS | 3,584,683 | 614,664 | 1,455,002 | | 1,463,618 | 51,399 |
| COMMODITIES | 274,088 | 47,424 | 189,508 | | 37,150 | 6 |
| GRANTS, SUBSIDIES, PENSIONS | 123,460,006 | 5,763,289 | 520,951 | | 19,409,107 | 97,766,659 |
| EQUIPMENT | 68,210 | | 37,140 | | 31,070 | |
| TRANSFER TO OTHER FUNDS | 863,004 | 99 | 313,726 | | 535,240 | 13,939 |
| TOTAL EXPENDITURES | 187,138,844 | 12,652,634 | 17,709,592 | | 58,144,550 | 98,632,068 |

DEPARTMENT OF LABOR

**OFFICE OF THE COMMISSIONER
LAURA FORTMAN, COMMISSIONER
KIMBERLY SMITH, DEPUTY COMMISSIONER**

Central Office: 45 COMMERCE DR, AUGUSTA, ME 04330
 Mail Address: 54 STATE HOUSE STATION, AUGUSTA, ME 04333-0054 FAX: (207) 287-5292
 Established: 1983 Telephone: (207) 621-5095
 Reference: Policy Area: 01 Umbrella: 12 Unit: 168 Citation: T0026 M.R.S.A., Sect.: 000001401A
 Average Counts-All Positions: 12.000 Legislative Count: 12.00

PURPOSE:

The Office of the Commissioner provides leadership and overall direction for the Department. The Office is also the primary liaison with the Legislature and the public.

ORGANIZATION:

The Office of the Commissioner is composed of the Commissioner, Deputy Commissioner, and their staff. The Governor appoints the Commissioner, who then appoints the Deputy Commissioner, bureau directors, and certain other staff. The other components of the Department report to the Office of the Commissioner.

PROGRAM:

The Office is responsible for the direction of the Department and ensuring that the Department's services are meeting the needs of Maine workers and businesses. Doing so means working closely with each of the Department's bureaus, with other state and federal agencies, with community partners, and with other interested parties.

In addition, the Office oversees communications within and outside of the Department. This includes press releases, electronic and print materials, the Department's website, and social media. The Office staff is the primary liaison with the Legislature, working with committee members and bill sponsors on legislation impacting Maine's workers and businesses.

In addition, the Office includes an operations unit and a customer service unit. Through these units, staff manage the Department's facilities, business continuity, and disaster recovery functions and responds to general inquiries of the department from the public.

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| OFFICE OF THE COMMISSIONER | TOTAL FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|-----------------------------|------------------------------|-----------------|-----------------------------|-----------------|------------------|---------------|
| EXPENDITURES | | | | | | |
| SALARIES & WAGES | 1,007,356 | 168,048 | 839,308 | | | |
| HEALTH BENEFITS | 198,295 | 35,125 | 163,170 | | | |
| RETIREMENTS | 182,201 | 33,331 | 148,870 | | | |
| OTHER FRINGE BENEFITS | 31,154 | 4,967 | 26,187 | | | |
| COMPUTER SERVICES | 85,589 | 699 | 84,890 | | | |
| CONTRACTUAL SERVICES | 2,608,638 | 226,932 | 2,381,706 | | | |
| RENTS | 133,948 | | 133,948 | | | |
| COMMODITIES | 28,010 | | 28,010 | | | |
| GRANTS, SUBSIDIES, PENSIONS | 1,144 | | 1,144 | | | |
| TRANSFER TO OTHER FUNDS | 63,426 | | 63,426 | | | |
| TOTAL EXPENDITURES | 4,339,761 | 469,102 | 3,870,659 | | | |

DEPARTMENT OF LABOR

DIVISION OF ADMINISTRATIVE HEARINGS

LAURA BOYETT, BUREAU DIRECTOR
WAYNE REED, ACTING DIVISION DIRECTOR

Central Office: 45 COMMERCE DR, AUGUSTA, ME 04330
Mail Address: 30 STATE HOUSE STATION, AUGUSTA, ME 04333-0030 *FAX:* (207) 287-5949
Established: 1988 *Telephone:* (207) 621-5001
Reference: *Policy Area:* 01 *Umbrella:* 12 *Unit:* 183 *Citation:* T0026 *M.R.S.A., Sect.:* 000001082

PURPOSE:

The Division of Administrative Hearings conducts hearings on appeals of unemployment benefit eligibility determinations.

ORGANIZATION:

Administrative Hearings, which is led by the Division Director, is a unit within the Bureau of Unemployment Compensation.

PROGRAM:

The Division conducts hearings, either by phone or in person, on decisions regarding the allowance or denial of unemployment benefits in which one or more of the parties involved disagrees with the initial adjudicatory decision. Appellants are entitled to one due process hearing before an impartial hearing officer. Hearings are held in accordance with Maine's Administrative Procedures Act.

LICENSES:

None.

PUBLICATIONS:

The Division provides information to all parties involved in a hearing. The instructions can be found at maine.gov/unemployment/appeals/

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

STATE BOARD OF ARBITRATION AND CONCILIATION

NEIL DALY, EXECUTIVE DIRECTOR, MLRB

Central Office: 19 ELKINS LANE, AUGUSTA, ME 04330
Mail Address: 90 STATE HOUSE STATION, AUGUSTA, ME 04333-0090 *FAX:* (207) 287-4416
Established: 1909 *Telephone:* (207) 287-2015
Reference: *Policy Area:* 01 *Umbrella:* 12 *Unit:* 186 *Citation:* T0026 *M.R.S.A., Sect.:* 000000931

PURPOSE:

The Maine Board of Arbitration and Conciliation (BAC) was established to further harmonious labor-management relations in the State of Maine by endeavoring to settle disputes, strikes, and lockouts between employers and employees. It serves as a Board of Inquiry, as a Board of Conciliation in the private sector, or as a Board of Arbitration with power to inquire and to investigate labor-management disputes in the public or private sector.

ORGANIZATION:

The BAC consists of three primary members representing labor, management, and the public. There are six alternates, two for each of the primary positions. All primary and alternate members of the Board are appointed by the Governor for terms of three years. Appropriations for the Board are included in the budget of the Maine Labor Relations Board.

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PROGRAM:

In FY23, the BAC received a total of 11 requests for BAC services, 10 of which involved requests for contract grievance arbitration services with one request for fact-finding. In addition, 9 requests for BAC services were carried over from pre-FY23. In sum, 20 cases were pending before the BAC this year. Throughout this year, a total of 12 BAC cases were settled or withdrawn without the need for a hearing. For those cases that went to hearing, the BAC issued a total of 3 grievance arbitration decisions. Five cases remained pending at the close of the fiscal year.

LICENSES:

None.

PUBLICATIONS:

Statute Establishing the Procedures of the State Board of Arbitration and Conciliation Uniform Arbitration Act.

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

DIVISION FOR THE BLIND AND VISUALLY IMPAIRED

KAREN FRASER, BUREAU DIRECTOR
BRENDA DRUMMOND, DIVISION DIRECTOR

Central Office: 45 COMMERCE DR, AUGUSTA, ME 04330
Mail Address: 150 STATE HOUSE STATION, AUGUSTA, ME 04333-0150 *FAX:* (207) 287-5292
Established: 1994 *Telephone:* (207) 623-7948
Reference: Policy Area: 01 *Umbrella:* 12 *Unit:* 150 *Citation:* T0026 *M.R.S.A., Sect.:* 000001418A
Average Counts-All Positions: 35.500 *Legislative Count:* 35.50

PURPOSE:

The Bureau of Rehabilitation Services - Division for the Blind and Visually Impaired was established to provide a broad spectrum of services to people who are blind or visually impaired. These services include the prevention of blindness; location and registration of people who are blind or visually impaired; provisions of certain education services to children who are blind or visually impaired from birth to age 22; provision of vocational rehabilitation services to accomplish job placement; provision of instruction in blindness specific skills in the area of independent living; and provision of other social services.

ORGANIZATION:

The Division was established in 1941 as the Division of Eye Care in the Department of Health and Welfare. Since 1996, the Division has been part of the Bureau of Rehabilitation Services in the Department of Labor. The Division is based in CareerCenters and provides services throughout the State.

PROGRAM:

The Division for the Blind and Visually Impaired (DBVI) administers four programs specific to persons in Maine who are blind or visually impaired. The Education Program provides specific instructional services to blind children in assisting local school units to meet their responsibilities for a free appropriate public education under the Individuals with Disabilities Education Act (IDEA). These services (braille instruction, travel training, direct teaching, special materials, and personal and family counseling) are provided in part by DBVI staff and in part through contracted Teachers of the Visually Impaired (TVI). This program currently serves approximately 300 children per year.

The Independent Living Program provides direct blindness-specific skill instruction and training activities to assist older people in achieving or maintaining independence in their homes and communities and to avoid costly institutionalization. Services are provided in part by DBVI staff and in part by contracted Vision Rehabilitation Therapists. This program serves about 550 older

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adults each year.

The Vocational Rehabilitation Program provides blindness-specific training and other services to enable people who are blind or visually impaired to acquire, retain, or advance in employment including through vocational counseling, application of technology, direct blindness-specific instruction, skill training activities, and a variety of purchased and contracted services. The Vocational Rehabilitation Program currently serves approximately 300 transitioning youth and adult clients.

The Business Enterprise Program (BEP) was developed under federal legislation enacted in 1936 called the Randolph-Sheppard Act. Under this law, legally blind individuals are given the priority to operate "vending facilities" on federal property. The operation of BEP facilities on state and municipal property in the State of Maine is provided by state legislation which parallels the Federal Act. This program provides employment opportunities for persons who are legally blind.

LICENSES:

None.

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| DIVISION FOR THE BLIND AND VISUALLY IMPAIRED | TOTAL | | | | | |
|---|---------------------|------------------|-----------------------------|-----------------|------------------|---------------|
| | FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
| EXPENDITURES | | | | | | |
| SALARIES & WAGES | 1,872,295 | 678,939 | | | 1,193,356 | |
| HEALTH BENEFITS | 462,258 | 250,327 | | | 211,931 | |
| RETIREMENTS | 421,794 | 152,342 | | | 269,452 | |
| OTHER FRINGE BENEFITS | 44,359 | 22,913 | | | 21,446 | |
| COMPUTER SERVICES | 167,477 | 81,626 | 2,305 | | 83,546 | |
| CONTRACTUAL SERVICES | 271,819 | 48,273 | 62,340 | | 161,206 | |
| RENTS | 295,140 | 201,617 | 100 | | 93,423 | |
| COMMODITIES | 67,960 | 1,860 | 61,332 | | 4,768 | |
| GRANTS, SUBSIDIES, PENSIONS | 3,418,293 | 2,446,449 | 104,207 | | 867,637 | |
| EQUIPMENT | 12,500 | | | | 12,500 | |
| TRANSFER TO OTHER FUNDS | 43,040 | | 2,505 | | 40,535 | |
| TOTAL EXPENDITURES | 7,076,935 | 3,884,346 | 232,789 | | 2,959,800 | |

DIVISION FOR THE DEAF, HARD OF HEARING AND LATE DEAFENED

KAREN FRASER, BUREAU DIRECTOR
TERRY MORRELL, DIVISION DIRECTOR

TTY: (207) 623-7998

Central Office: 45 COMMERCE DR, AUGUSTA, ME 04330

Mail Address: 150 STATE HOUSE STATION, AUGUSTA, ME 04333-0108 FAX: (207) 287-5292

Established: 1994 Telephone: (207) 623-7958

Reference: Policy Area: 01 Umbrella: 12 Unit: 160 Citation: T0026 M.R.S.A., Sect.: 000001413

PURPOSE:

The purpose of the Division for the Deaf, Hard of Hearing and Late Deafened (DDHHL) is to ensure equal opportunity for people who are deaf, hard of hearing, or late deafened to fully participate in, contribute to, and benefit from Maine's community.

ORGANIZATION:

DDHHL was established on November 1, 1982, and was known as the Office of Deafness. DDHHL received its present name in July of 2009, as the result of a five-year plan goal to make the Division more inclusive. In 2011, for streamlining purposes, legislation was put in place to move the supervision of DDHHL under the Division of Vocational Rehabilitation (DVR). By moving the DDHHL under DVR, employment services became an added service to this division to include four specialty vocational rehabilitation counselors for the deaf and hard of hearing.

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PROGRAM:

DDHHL'D's work is accomplished through contracts that provide individual and systemic advocacy, as well as the provision of telecommunications equipment. DDHHL'D consults with and offers training to state agencies to assist in making state services fully accessible. DDHHL'D also provides information and referral services and periodicals to support consumers and providers. DDHHL'D responds to approximately 100-150 calls per month concerning information, referral, training, advocacy, and other related services for people who are deaf, hard-of hearing, or late deafened. DDHHL'D also administers the State's telecommunication device program, which provides telecommunications equipment for people with any disability on either a cost-share or loan basis depending on the individual's income. Supervision and oversight of four Vocational Rehabilitation Counselors for the Deaf and Hard of Hearing is provided by the Director. DDHHL'D provides voluntary identification cards for people who are deaf or hard of hearing.

LICENSES:

None.

PUBLICATIONS:

1. Resources: A Guide to Services for People who are Deaf or Hard of Hearing.
2. Using Your TTY Comfortably.
3. Interpreting Licensure Brochures.
4. Maine-Lines Quarterly Newsletter.

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

COMMISSION FOR THE DEAF, HARD OF HEARING & LATE DEAFENED

LISETTE BELANGER, CHAIR
DEBRA BARE-ROGERS, VICE CHAIR

Central Office: 45 COMMERCE DR, AUGUSTA, ME 04330
Mail Address: 150 STATE HOUSE STATION, AUGUSTA, ME 04333-0150 *FAX:* (207) 287-5292
Established: 1994 *Telephone:* (207) 623-7958
Reference: Policy Area: 01 *Umbrella:* 12 *Unit:* 161 *Citation:* T0026 *M.R.S.A., Sect.:* 000001413C

PURPOSE:

The Commission for the Deaf, Hard of Hearing and Late Deafened advises the Director of the Bureau of Rehabilitation Services on the development and coordination of services to people who are deaf, hard of hearing and late deafened. The Commission evaluates the progress toward goals and recommendations and advises the Division on implementation plans.

ORGANIZATION:

The Commission has up to 23 members appointed by the Governor and representing equally the public, professionals, and people who are deaf, hard of hearing, or late deafened. Members serve 3-year terms and may serve multiple terms without limit. The Chair and Vice-Chair are appointed by the Commission and serve a two-year term. The Commission meets at the call of the Chair but not less than 4 times a calendar year.

PROGRAM:

Commission activities focus on services for senior citizens, adult education, employment, youth leadership, support for low cost hearing aids, and public accessibility for people who are deaf, hard of hearing, or late deafened.

LICENSES:

None.

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FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

BUREAU OF EMPLOYMENT SERVICES

KIMBERLEY MOORE, DIRECTOR
DAWN MEALEY, DEPUTY DIRECTOR

Central Office: 45 COMMERCE DR, AUGUSTA, ME 04330
Mail Address: 55 STATE HOUSE STATION, AUGUSTA, ME 04333-0055 *FAX:* (207) 287-5933
Established: 1996 *Telephone:* (207) 287-7981
Reference: Policy Area: 01 *Umbrella:* 12 *Unit:* 597 *Citation:* T0026 *M.R.S.A., Sect.:* 000001401A
Average Counts-All Positions: 116.000 *Legislative Count:* 116.00

PURPOSE:

The Bureau of Employment Services (BES) works to build and sustain a quality workforce by providing and/or connecting job seekers to training and employment opportunities and businesses to recruitment, training, safety, and other workforce-related services and resources.

ORGANIZATION:

BES oversees workforce development programs that are funded through the State General Fund, the Federal Workforce Innovation and Opportunities Act (WIOA), the Federal Wagner-Peyser Act, and other federal funds. BES works with other state agencies, department bureaus, the State Workforce Board, the State's three local workforce boards, and other community-based service providers to provide workforce services through Maine's CareerCenter network.

PROGRAM:

BES, in consultation with several other organizations, oversees and administers the design and delivery of services aimed at building the workforce of the State and connecting workers with employers.

Through the CareerCenter network, individuals can access in-person and virtual resources to explore career options, learn about the labor market, search for employment, interview for jobs, explore self-employment, and much more. Technology and staff assistance are available to write resumes and cover letters, search for jobs, use the Maine JobLink and other internet job search resources, and pursue training opportunities. A variety of workshops related to employment and training topics are available in person and virtually. For individuals meeting eligibility criteria, assessment services, job counseling, employability enhancement, and occupational skills training are available.

Businesses can access resources on topics relating to human resources, safety, business incentives, Americans with Disabilities Act, labor laws, labor market information, licensing, and more. Businesses can list their job openings on the Maine Job Link 24 hours a day. CareerCenter space and online resources are available to employers for recruiting and interviewing activities and staff are available to assist with recruitment and training strategies, packaging of services, referral, development of job descriptions, and writing job orders. Training assistance is available in the form of apprenticeships and on-the-job training.

A Rapid Response Team is available to provide assistance to businesses and workers facing the effects of downsizing and lay-offs. This team conducts group and individual sessions to provide information about training, job opportunities, unemployment benefits, health insurance options, emergency supports, and other services. In addition, the Team delivers solutions to address the needs of businesses in transition, including comprehensive business engagement and layoff aversion strategies and activities designed to prevent or minimize the duration of unemployment.

LICENSES:

None.

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PUBLICATIONS:

BES publishes state policy and operational guidelines for the One-Stop CareerCenter system. Planning instructions for the operation of programs are issued to Maine's three Local Workforce Investment Areas and other contracted providers. Various fiscal reports required by the Maine Legislature and U.S. Department of Labor are routinely published. All publications are public domain and may be obtained by contacting BES.

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| BUREAU OF EMPLOYMENT SERVICES | TOTAL | | | | | |
|-------------------------------|-------------------|------------------|-----------------------|--------------|-------------------|------------------|
| | FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
| EXPENDITURES | | | | | | |
| SALARIES & WAGES | 5,629,452 | 442,629 | 298,763 | | 4,433,665 | 454,395 |
| HEALTH BENEFITS | 1,510,635 | 112,290 | 57,124 | | 1,208,957 | 132,264 |
| RETIREMENTS | 1,286,676 | 107,022 | 80,585 | | 997,825 | 101,244 |
| OTHER FRINGE BENEFITS | 132,812 | 10,244 | 5,102 | | 106,456 | 11,010 |
| COMPUTER SERVICES | 1,327,168 | 201,927 | 14,260 | | 1,017,256 | 93,725 |
| CONTRACTUAL SERVICES | 690,711 | 31,029 | 73,869 | | 578,386 | 7,427 |
| RENTS | 1,090,985 | 118,505 | 318,507 | | 602,574 | 51,399 |
| COMMODITIES | 52,497 | 38,449 | 5,937 | | 8,105 | 6 |
| GRANTS, SUBSIDIES, PENSIONS | 13,537,978 | 216,000 | | | 12,364,720 | 957,258 |
| EQUIPMENT | 37,140 | | 37,140 | | | |
| TRANSFER TO OTHER FUNDS | 139,980 | | 13,992 | | 112,049 | 13,939 |
| TOTAL EXPENDITURES | 25,436,034 | 1,278,095 | 905,279 | | 21,429,993 | 1,822,667 |

BUREAU OF UNEMPLOYMENT COMPENSATION

LAURA BOYETT, DIRECTOR
SUZAN MCKECHNIE, DEPUTY DIRECTOR

Central Office: 45 COMMERCE DR, AUGUSTA, ME 04332-0259
Mail Address: 54 STATE HOUSE STATION, AUGUSTA, ME 04333-0054 *FAX:* (207) 287-2305
Established: 1980 *Telephone:* (207) 621-5156
Reference: Policy Area: 01 *Umbrella:* 12 *Unit:* 169 *Citation:* T0026 *M.R.S.A., Sect.:* 000001082
Average Counts-All Positions: 162.500 *Legislative Count:* 162.50

PURPOSE:

The Bureau of Unemployment Compensation contributes to the economic stability of Maine by providing temporary employer funded benefits to eligible individuals when they have lost their job through no fault of their own. The Bureau, in cooperation with federal and state agencies, operates multiple unemployment insurance benefit programs.

ORGANIZATION:

The Bureau of Unemployment Compensation is organized into five divisions: The largest is the Division of Benefit Services which includes unemployment claims centers responsible for making initial determinations of benefit eligibility and for processing benefit claims. Benefit Services also includes the unemployment fraud investigation unit and benefit overpayment collections unit. Benefit Services handles all processes associated with banking and the issuance of benefit payments.

The Unemployment Insurance Tax Division incorporates all unemployment tax functions including employer registration, determination of employer unemployment insurance tax liability, employer account management, and employer tax and wage record collection. Staff within this Division assist employers with questions regarding unemployment laws and regulations, worker classification to ensure unemployment insurance coverage, and any other questions related to the unemployment insurance employer account.

The Program Performance & Policy Division is responsible for the Bureau's technology production system support and interface with the system managed services vendor, system help desk services, staff training, and document

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management. It is also responsible for carrying out quality control reviews of claim processing, adjudication and tax performance through the Benefit Accuracy Measurement unit.

The fourth division, Division of Administrative Hearings, is described separately in this report.

The final unit within the Bureau is the Unemployment Compensation Administration Office which is comprised of the senior Bureau leadership responsible for Bureau oversight and strategic direction, budget and contract administration, legislation and rule-making activities, reporting, and interface with the program's federal partner, the U.S. Department of Labor.

PROGRAM:

The Bureau administers several unemployment programs with varying eligibility requirements, but all pertaining to the loss of employment that was not caused by the individual. The following programs were in effect during the fiscal year: State Unemployment Insurance (UI); Unemployment Compensation for Federal Employees (UCFE); Unemployment Compensation for Ex-Service Members (UCX); the Dislocated Workers Benefit (DWB) program; the federal Trade Readjustment Allowances (TRA) program, and Workshare, which is a short-term compensation program.

During economic downturns such as the COVID-19 pandemic, the unemployment program acts as an economic stabilizer for the State. Benefits go directly to individuals to support themselves and their families, and their spending goes directly into Maine's economy.

LICENSES:

None

PUBLICATIONS:

None

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| BUREAU OF UNEMPLOYMENT COMPENSATION | TOTAL FOR ALL | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|--|---------------------|-----------------|-----------------------------|-----------------|-------------------|-------------------|
| EXPENDITURES | FUNDS | | | | | |
| SALARIES & WAGES | 8,588,987 | | 1,570,491 | | 7,018,496 | |
| HEALTH BENEFITS | 2,249,875 | | 171,577 | | 2,078,298 | |
| RETIREMENTS | 1,881,568 | | 321,459 | | 1,560,109 | |
| OTHER FRINGE BENEFITS | 216,345 | | 13,823 | | 202,522 | |
| COMPUTER SERVICES | 8,354,210 | | 5,550,146 | | 2,804,064 | |
| CONTRACTUAL SERVICES | 3,393,830 | | 1,430,076 | | 1,963,754 | |
| RENTS | 1,111,650 | | 821,588 | | 290,062 | |
| COMMODITIES | 44,289 | | 69,395 | | -25,106 | |
| GRANTS, SUBSIDIES, PENSIONS | 98,364,090 | | -12,489 | | 1,567,178 | 96,809,401 |
| TRANSFER TO OTHER FUNDS | 511,664 | | 199,867 | | 311,797 | |
| TOTAL EXPENDITURES | 124,716,508 | | 10,135,933 | | 17,771,174 | 96,809,401 |

BUREAU OF LABOR STANDARDS

DR. JASON MOYER-LEE, DIRECTOR
JOHN RIOUX, DEPUTY DIRECTOR

Central Office: 45 COMMERCE DR, AUGUSTA, ME 04330
 Mail Address: 45 STATE HOUSE STATION, AUGUSTA, ME 04333-0045 FAX: (207) 623-7934
 Established: 1973 Telephone: (207) 623-7900
 Reference: Policy Area: 01 Umbrella: 12 Unit: 170 Citation: T0026 M.R.S.A., Sect.: 000000041
 Average Counts-All Positions: 42.000 Legislative Count: 42.00

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PURPOSE:

The Bureau of Labor Standards enforces State labor laws: regulating the employment of minors and the payment of wages; State laws established for the protection of the health and safety of workers; and those enacted for the protection of working people in general. The Bureau also provides business consultations to support employers in compliance with state and federal labor laws and to improve the safety and health of the workplace.

ORGANIZATION:

The Bureau was established in 1873 as an activity under the Secretary of State to collect and print statistics on manufacturing, mining, commercial, and industrial interests, together with the valuation and appropriations of municipalities. In 1887, the Bureau of Industrial and Labor Statistics was established by the Legislature. In 1911, this was changed to the Department of Labor and Industry with added responsibilities for enforcing laws regulating employment of children and women, the protection of the physical well-being of factory workers, and the payment of wages. The Department remained as a separate entity until 1972, when in the reorganization of state government, it became the Bureau of Labor and Industry within the new Department of Manpower Affairs. In 1975, the Bureau's name was changed to the Bureau of Labor. In 1981, when the name of the Department of Manpower Affairs was changed to the Department of Labor, the Bureau's name changed to the Bureau of Labor Standards.

PROGRAM:

The Bureau is composed of three divisions, the State Monitor Advocate, and an Outreach and Education Coordinator.

The Wage and Hour Division enforces state laws relating to employment including but not limited to child labor, equal pay, minimum wage, overtime, nonpayment of wages, construction wages on publicly-funded projects, and severance pay. It investigates complaints alleging violations of these laws. In addition, the Division evaluates and approves requests for work permits for minors to ensure compliance with state and federal requirements. The Division offers several classes for employers to promote compliance with child labor and labor standards laws.

The Workplace Safety and Health Division enforces workplace safety standards as adopted by the Board of Occupational Safety and Health (also listed in this publication) on state and local government employers. It also conducts a variety of non-enforcement programs to assist state and local government and private employers in improving their occupational safety and health performance and complying with state and federal requirements. Public training classes, on-site consultations, and video library items are available through the SafetyWorks! program to all Maine employers.

The Research and Statistics Division collects and publishes statistical data concerning labor and industry; collects and analyzes data on the prevalence and causes of occupational injuries and illnesses; and evaluates interventions towards lessening their number and effect. Regular data series prepared by this unit are available at libraries around the State and online at the link below: https://www.maine.gov/labor/labor_stats/research.html.

The Outreach and Education Coordinator creates and maintains partnerships with external groups, especially underserved communities with barriers to employment and services, to leverage and enhance bureau and department services and best practices. The State Monitor Advocate reviews state services to Migrant and Seasonal Farmworkers to ensure that they have equitable access to career services, skill development, and workforce protections offered by American Job Centers.

State funds for bureau operations are augmented by funds from cooperative agreements with the US Occupational Safety and Health Administration, the US Mine Safety and Health Administration, and the US Bureau of Labor Statistics.

LICENSES:

None.

PUBLICATIONS:

Available online:

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http://www.maine.gov/labor/labor_stats/research.html
 http://www.safetyworksmaine.gov/
 https://www.maine.gov/labor/labor_stats/publications/troika/index.shtml
 http://digitalmaine.com/bls_docs/

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| BUREAU OF LABOR STANDARDS | TOTAL | SPECIAL | | HIGHWAY | FEDERAL | MISC |
|-----------------------------|------------------|------------------|------------------|---------|------------------|-------|
| | FOR | GENERAL | REVENUE | | | |
| EXPENDITURES | ALL FUNDS | FUND | FUNDS | FUND | FUNDS | FUNDS |
| SALARIES & WAGES | 2,415,274 | 738,282 | 804,318 | | 872,674 | |
| HEALTH BENEFITS | 586,055 | 195,898 | 196,660 | | 193,497 | |
| RETIREMENTS | 545,702 | 167,442 | 185,615 | | 192,645 | |
| OTHER FRINGE BENEFITS | 56,036 | 19,658 | 17,861 | | 18,517 | |
| COMPUTER SERVICES | 487,243 | 84,078 | 394,999 | | 8,166 | |
| CONTRACTUAL SERVICES | 464,651 | 209,564 | 209,174 | | 45,913 | |
| RENTS | 270,915 | 62,162 | 180,858 | | 27,895 | |
| COMMODITIES | 54,433 | 2,996 | 24,834 | | 26,603 | |
| GRANTS, SUBSIDIES, PENSIONS | 107,780 | | 107,780 | | | |
| TRANSFER TO OTHER FUNDS | 51,570 | 99 | 29,529 | | 21,942 | |
| TOTAL EXPENDITURES | 5,039,659 | 1,480,179 | 2,151,628 | | 1,407,852 | |

MAINE LABOR RELATIONS BOARD
NEIL DALY, EXECUTIVE DIRECTOR

Central Office: 19 ELKINS LANE, AUGUSTA, ME 04330
 Mail Address: 90 STATE HOUSE STATION, AUGUSTA, ME 04333-0090 FAX: (207) 287-4416
 Established: 1972 Telephone: (207) 287-2015
 Reference: Policy Area: 01 Umbrella: 12 Unit: 180 Citation: T0026 M.R.S.A., Sect.: 000000968
 Average Counts-All Positions: 3.500 Legislative Count: 3.50

PURPOSE:

Public-sector employees in Maine have the right to engage in collective bargaining, as provided by four separate laws that govern labor relations in the State. State, county, municipal, school department, university, community college, judicial, and legislative employees come within the Board's jurisdiction. The State's labor relations laws share a common foundation that establishes the framework for collective bargaining in Maine. The stated purpose of each law is to improve the relationship between public employers and their employees. Employees may choose to engage in collective bargaining by selecting a bargaining agent, i.e. union, to represent a group of the employees, called a bargaining unit, who share common working conditions.

The Maine Labor Relations Board's primary mission is to enforce the rights and obligations provided in the State's four public-sector labor relations laws. To do so, the Board and its affiliated organizations perform three central functions: (1) the certification of bargaining units, typically through an election, where employees vote on whether to be represented by a union; (2) the resolution of collective bargaining impasses through mediation, fact-finding, or interest arbitration; and (3) the adjudication of complaints that allege violations of the labor relations laws. The Board is responsible for resolving disputes over the composition of bargaining units, conducting and certifying elections for bargaining agents, conducting hearings for prohibited practice complaints, and issuing decisions and orders for those complaints.

ORGANIZATION:

The Maine Labor Relations Board consists of three primary members, one representing each of the elements of public sector labor, public sector management and the general public interest, with the member representing the general public interest serving as chair. These members, and their alternates (two for each of the primary positions), are appointed by the Governor and confirmed by the Legislature, and serve for terms of four years.

DEPARTMENT OF LABOR

PROGRAM:

The municipal sector continues to be the most diversified and most active of all sectors utilizing the services of the Maine Labor Relations Board. During FY23, Board officials conducted 9 elections and processed 12 majority sign-up petitions. Also in FY23 19 prohibited practice complaints were filed with the Board. The administration and processing of these complaints involves both the Board and its staff in the details of docketing; arranging hearings before the Board members; processing prehearing conferences; scheduling post-hearing memoranda; meeting for deliberation of cases; research; and drafting the decisions themselves.

LICENSES:

None.

PUBLICATIONS:

INTERNET SITE: The Board's site may be found at the State of Maine web site and contains a search engine and a substantial data base of the Board's decisions. (<http://www.maine.gov/mlrb>)
The Municipal Public Employees Labor Relations Law
The State Employees Labor Relations Act
The University of Maine System Labor Relations Act
The Judicial Employees Labor Relations Act
The Rules and Procedures of the Maine Labor Relations Board
Index and Abstracts of MLRB Prohibited Practice and Representation Appeals Decisions, 1973-88

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| MAINE LABOR RELATIONS BOARD EXPENDITURES | TOTAL | SPECIAL | | | | |
|---|----------------|----------------|---------------|--------------|---------------|------------|
| | FOR ALL FUNDS | GENERAL FUND | REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
| SALARIES & WAGES | 289,519 | 258,469 | 31,050 | | | |
| HEALTH BENEFITS | 41,157 | 41,157 | | | | |
| RETIREMENTS | 69,261 | 69,261 | | | | |
| OTHER FRINGE BENEFITS | 6,281 | 6,281 | | | | |
| COMPUTER SERVICES | 11,065 | 11,065 | | | | |
| CONTRACTUAL SERVICES | 21,356 | 18,592 | 2,764 | | | |
| COMMODITIES | 219 | 219 | | | | |
| TRANSFER TO OTHER FUNDS | 3,600 | 1 | 3,599 | | | |
| TOTAL EXPENDITURES | 442,458 | 405,045 | 37,413 | | | |

**PANEL OF MEDIATORS
NEIL DALY, EXECUTIVE DIRECTOR**

Central Office: 19 ELKINS LANE, AUGUSTA, ME 04330
Mail Address: 90 STATE HOUSE STATION, AUGUSTA, ME 04333-0090 FAX: (207) 287-4416
Established: 1976 Telephone: (207) 287-2015
Reference: Policy Area: 01 Umbrella: 12 Unit: 187 Citation: T0026 M.R.S.A., Sect.: 000000892

PURPOSE:

The Panel of Mediators (Panel) was established to implement the public policy of the State of Maine by providing a full and adequate facility for the settlement of disputes between employers and employees or their representatives and other disputes subject to settlement through mediation. By law, mediation procedures are mandatory, whenever either party to a controversy requests such services and the Maine Labor Relations Board or its Executive Director finds that the dispute is subject to settlement through mediation and that it is in the public interest to mediate.

ORGANIZATION:

The Panel was established in 1951 and came under the administrative auspices of the Maine Labor Relations Board in 1973. The law provides that there be no less

DEPARTMENT OF LABOR

than five nor more than ten impartial mediators nominated by the Maine Labor Relations Board and appointed by the Governor for terms of three years. There are currently nine State Mediators.

PROGRAM:

In FY23, parties filed a total of 27 requests for Panel mediation. These requests typically involved parties at the municipal or county level. Additionally, 13 mediations were held over from previous fiscal years. Of the 40 matters pending in FY23, a total of 32 were closed during the year either through the parties reaching agreement during mediation itself or shortly thereafter.

LICENSES:

None.

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

BOARD OF OCCUPATIONAL SAFETY AND HEALTH

HARTLEY WEBB, CHAIR

DR. JASON MOYER-LEE, DIRECTOR, LABOR STANDARDS

Central Office: 45 COMMERCE DR, AUGUSTA, ME 04330

Mail Address: 45 STATE HOUSE STATION, AUGUSTA, ME 04333-0045 *FAX:*

Established: 1975

Telephone: (207) 623-7900

Reference: Policy Area: 01 *Umbrella:* 12 *Unit:* 179 *Citation:* T0026 *M.R.S.A., Sect.:* 000000564

PURPOSE:

The Board of Occupational Safety and Health was established to formulate and adopt reasonable rules for safe and healthful working conditions in places of public employment provided by the state, county, municipal corporation, school district or other public corporation or political subdivision. The rules must at a minimum conform to federal standards of occupational safety and health so that the state program can be federally approved as a state and local government employer occupational safety and health program. The Board also hears appeals of Bureau of Labor Standards enforcement actions upon request by regulated parties.

ORGANIZATION:

The Board was created in 1976. It consists of ten members, nine appointed by the Governor and one being the Director of the Bureau of Labor Standards. Appointed members include management and labor representatives from the state, county, and local levels, two public members, and one member from the insurance industry. The Bureau of Labor Standards enforces the rules adopted by the Board.

The expenditures of this unit are, by administrative decision, included with those of the Bureau of Labor Standards.

PROGRAM:

The Board shall meet at least twice yearly to review and propose regulations for adoption and otherwise assist the Bureau's enforcement activities.

LICENSES:

None.

PUBLICATIONS:

Website: https://www.maine.gov/labor/workplace_safety/publicsector.shtml

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

DEPARTMENT OF LABOR

BUREAU OF REHABILITATION SERVICES

KAREN FRASER, BUREAU DIRECTOR

LIBBY STONE-STERLING, DIVISION DIRECTOR

Central Office: 45 COMMERCE DR, AUGUSTA, ME 04330

Mail Address: 150 STATE HOUSE STATION, AUGUSTA, ME 04333-0150 *FAX:* (207) 287-5292

Established: 1994

Telephone: (207) 623-6799

Reference: Policy Area: 01 *Umbrella:* 12 *Unit:* 152 *Citation:* T0026 *M.R.S.A., Sect.:* 000001412C

Average Counts-All Positions: 116.000

Legislative Count: 116.00

PURPOSE:

The purpose of the Bureau of Rehabilitation Services (BRS) is to help Maine people with disabilities find, maintain, and advance in employment and achieve full participation in the community. Working in partnership with the Maine Department of Health and Human Services, Maine Department of Education, and other rehabilitation providers, the Division of Vocational Rehabilitation administers state and federal rehabilitation services for people (including students transitioning from high school) with disabilities.

ORGANIZATION:

State administered rehabilitation services originated in 1921 with the creation of the Vocational Rehabilitation Division under the supervision of the State Board of Education. In 1969, the Legislature directed that a functional unit of rehabilitation services be created within the then Department of Health and Welfare to consolidate rehabilitation programs and to administer services under the federal Rehabilitation Act. BRS was created under this legislation. The administration of the Vocational Rehabilitation Division, the Division of Eye Care and Special Services, and the Division of Disability Determination Services were consolidated under this legislation. In 1994, the Legislature moved the BRS to the Maine Department of Education, and then in 1996, to the Maine Department of Labor.

PROGRAM:

The main program within BRS is the Division of Vocational Rehabilitation. This program provides comprehensive vocational rehabilitation services and endeavors to bring about full access to employment, independence, and community integration for people with disabilities including youth and young adults. The Division of Vocational Rehabilitation assists eligible individuals with physical or mental disabilities to prepare for and achieve an employment outcome. "Employment outcome" means entering, retaining, or advancing in full-time employment or, if appropriate, part-time competitive employment in the integrated labor market, supported-employment, or any other type of employment in an integrated setting. This includes self-employment, telecommuting, or business ownership that is consistent with an individual's strengths, resources, priorities, concerns, abilities, capabilities, interests, and informed choice.

LICENSES:

None.

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FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| BUREAU OF REHABILITATION SERVICES | TOTAL FOR ALL FUNDS | | | | | |
|-----------------------------------|---------------------|------------------|-----------------------|--------------|-------------------|------------|
| | FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
| EXPENDITURES | | | | | | |
| SALARIES & WAGES | 4,881,783 | 783,550 | -770 | | 4,099,003 | |
| HEALTH BENEFITS | 1,265,713 | 300,321 | 897 | | 964,495 | |
| RETIREMENTS | 1,100,908 | 177,202 | -171 | | 923,877 | |
| OTHER FRINGE BENEFITS | 116,441 | 20,611 | 44 | | 95,786 | |
| COMPUTER SERVICES | 737,274 | 202,524 | | | 534,750 | |
| CONTRACTUAL SERVICES | 933,338 | 16,984 | 26,782 | | 889,572 | |
| RENTS | 602,754 | 222,187 | | | 380,567 | |
| COMMODITIES | 24,846 | 3,400 | | | 21,446 | |
| GRANTS, SUBSIDIES, PENSIONS | 8,030,722 | 3,100,841 | 320,309 | | 4,609,572 | |
| EQUIPMENT | 18,570 | | | | 18,570 | |
| TRANSFER TO OTHER FUNDS | 20,826 | | 70 | | 20,756 | |
| TOTAL EXPENDITURES | 17,733,175 | 4,827,620 | 347,161 | | 12,558,394 | |

**STATE WORKFORCE BOARD
VAUGHAN WOODRUFF, CHAIR
CHRISTOPHER QUINT, DIRECTOR**

Central Office: 45 COMMERCE DR., AUGUSTA, ME 04330
Mail Address: 120 STATE HOUSE STATION, AUGUSTA, ME 04333-0120 *FAX:*
Established: 2018 *Telephone:* (207) 621-5087
Reference: Policy Area: 01 *Umbrella:* 12 *Unit:* 605 *Citation:* T0026 *M.R.S.A., Sect.:* 000002006
Average Counts-All Positions: 3.000 *Legislative Count:* 3.00

PURPOSE:
 The State Workforce Board was established to ensure that the State's workforce development system helps Maine people and businesses compete successfully in the global economy. The Board provides recommendations to the Governor in order to improve Maine's workforce system effectiveness.

ORGANIZATION:
 The Board, which was formerly known as the Maine Jobs Council, was established in 1997 after the enactment of the federal Workforce Investment Act that required the establishment of state workforce investment boards in each state. The Board is composed of representatives from business, labor, education, community organizations, and the public, all appointed by the Governor. Beginning in 2020, new members must be confirmed by the Legislature.

PROGRAM:
 To provide sound recommendations on Maine's workforce system, the Board meets quarterly and has established committees that conduct ongoing work. The committees cover younger workers; disability and employment; women's employment; older workers; veterans' employment; and program policy. More information on the Board can be found on its website: www.maine.gov/swb.

LICENSES:
 None.

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FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| STATE WORKFORCE BOARD | TOTAL FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|---------------------------|------------------------------|-----------------|-----------------------------|-----------------|------------------|---------------|
| EXPENDITURES | | | | | | |
| SALARIES & WAGES | 257,710 | | | | 257,710 | |
| HEALTH BENEFITS | 51,948 | | | | 51,948 | |
| RETIREMENTS | 66,118 | | | | 66,118 | |
| OTHER FRINGE BENEFITS | 6,143 | | | | 6,143 | |
| COMPUTER SERVICES | 10,895 | | | | 10,895 | |
| CONTRACTUAL SERVICES | 35,298 | | 27,990 | | 7,308 | |
| RENTS | 6,888 | | | | 6,888 | |
| COMMODITIES | 262 | | | | 262 | |
| TRANSFER TO OTHER FUNDS | 11,474 | | 738 | | 10,736 | |
| TOTAL EXPENDITURES | 446,736 | | 28,728 | | 418,008 | |

**MAINE UNEMPLOYMENT INSURANCE COMMISSION
RALPH TUCKER, CHAIR**

Central Office: 45 COMMERCE DRIVE, AUGUSTA, ME 04330
 Mail Address: 57 STATE HOUSE STATION, AUGUSTA, ME 04333-0057 FAX: (207) 287-4554
 Established: 1936 Telephone: (207) 623-6786
 Reference: Policy Area: 01 Umbrella: 12 Unit: 172 Citation: T0026 M.R.S.A., Sect.: 000001081

PURPOSE:

The Maine Unemployment Insurance Commission conducts appellate reviews of benefit eligibility and unemployment tax determinations made by the Division of Administrative Hearings of the Maine Department of Labor and issues decisions on those appeals.

ORGANIZATION:

The Maine Unemployment Insurance Commission consists of three Commission members and their support staff. The three members are a representative of labor, a representative of employers, and a neutral member. The neutral member serves as Chair of the Commission and, by statute, must be an attorney licensed to practice law in the state of Maine. The members of the Commission are nominated by the Governor and confirmed by the committee of jurisdiction in the Maine Legislature and the Maine Senate. Each member is appointed to a six year term, or until a new member has been appointed and duly confirmed. While the finances of the Commission are included in those of the Bureau of Unemployment Compensation, the Commission and the Bureau are separate entities.

PROGRAM:

The Commission review of decisions includes analyses of evidence, procedures, rules, statutes, and case law. After review, the Commission issues decisions on each appeal. Where the Commission determines that further development of the record is needed, the Commission may remand cases back to the Division of Administrative hearings for the taking of additional evidence. In limited circumstances, the Commission conducts additional hearings and issues decisions. The Commission also processes requests for seasonal employer designations and decides appeals of state income tax offsets and wage garnishment cases.

The Commission issues final agency decisions for all unemployment benefit and tax appeals, subject to potential appeal to the Superior Court of Maine.

LICENSES:

None

PUBLICATIONS:

None

DEPARTMENT OF LABOR

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

**CENTER FOR WORKFORCE RESEARCH AND INFORMATION
MARK MCINERNEY, DIRECTOR**

Central Office: 45 COMMERCE DR, AUGUSTA, ME 04330
Mail Address: 118 STATE HOUSE STATION, AUGUSTA, ME 04333-0118 *FAX:* (207) 287-2947
Established: 1996 *Telephone:* (207) 621-5188
Reference: Policy Area: 01 *Umbrella:* 12 *Unit:* 594 *Citation:* T0026 *M.R.S.A., Sect.:* 000001401A
Average Counts-All Positions: 17.500 *Legislative Count:* 17.50

PURPOSE:

The Center for Workforce Research and Information collects, analyzes, and reports on Maine's labor market to assist a wide range of users in assessing conditions and trends. The Center provides the Department of Labor and other interested parties with economic, management, and strategic analysis to support policy-making and to inform decision-making on programs impacting Maine's labor market.

ORGANIZATION:

Before its reorganization in 2007, the Center previously operated as the Division of Labor Market Information Services and the Division of Economic Analysis and Research. The Director, who reports to the Commissioner of the Department of Labor, oversees a team of statisticians and analysts who carry out the programs and services described below.

PROGRAM:

Program activities involve data collection, classifying data according to industry, occupation, or geography, reviewing data for quality, and conducting research and analysis. Data and research are published to support decision-making. Much of the Center's information can be found online at www.maine.gov/labor/cwri. The Center works to produce data in collaboration with the U.S. Bureau of Labor Statistics in four core labor market information programs. These programs include: 1) Current Employment Statistics (CES), a survey of employers used to develop monthly estimates of nonfarm payroll jobs and wages by sector for the State and its metropolitan statistical areas; 2) Local Area Unemployment Statistics (LAUS), which provides monthly civilian labor force and unemployment estimates based on a survey of households and other data inputs; 3) Quarterly Census of Employment and Wages (QCEW), uses jobs and wages reported through quarterly unemployment insurance tax filings to provide the most detailed information on jobs and wages by industry and location; and 4) Occupational Employment and Wages Statistics (OEWS), a survey of employers on jobs and wages paid by occupation to develop estimates for more than 600 occupations across the State and for substate areas. The Center also manages MaineEARNs, a longitudinal database that integrates many of the Department of Labor's administrative datasets with information provided by data sharing partners. MaineEARNs provides information on employment and earnings for graduates of the University of Maine System and the Maine Community College System available at <https://www.maine.gov/labor/cwri/mpso/>. Students, parents, educators, administrators, policy makers, and anyone interested in earning education credentials and employment in Maine are able to use this data to research, plan, and make informed decisions. In addition, the Center provides employment projections by industry and occupation and conducts an annual woods survey in support of H2A immigrant wage certifications in logging. The Center provides data and analysis in support of a variety of needs, including the State's Consensus Economic Forecasting Commission and other groups across Maine's 30 labor market areas. Staff are available to discuss these data sources and to share their expertise.

LICENSES:

None.

DEPARTMENT OF LABOR

PUBLICATIONS:

Website: www.maine.gov/labor/cwri contains articles and interactive data sets to provide customers with a wide variety of data and analysis about labor markets. Articles about workforce issues and trends are published at www.maine.gov/labor/cwri/pubs.html

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| CENTER FOR WORKFORCE RESEARCH AND INFORMATION | TOTAL | | SPECIAL | | FEDERAL | MISC |
|--|------------------|---------|----------------|---------|------------------|-------|
| | FOR | ALL | REVENUE | HIGHWAY | | |
| EXPENDITURES | FUNDS | GENERAL | FUNDS | FUND | FUNDS | FUNDS |
| SALARIES & WAGES | 895,538 | | 175,718 | | 719,820 | |
| HEALTH BENEFITS | 220,415 | | 41,878 | | 178,537 | |
| RETIREMENTS | 205,745 | | 41,944 | | 163,801 | |
| OTHER FRINGE BENEFITS | 20,914 | | 3,981 | | 16,933 | |
| COMPUTER SERVICES | 307,658 | | 31,402 | | 276,256 | |
| CONTRACTUAL SERVICES | 165,909 | | 2,635 | | 163,274 | |
| RENTS | 72,403 | | 10,193 | | 62,210 | |
| COMMODITIES | 1,572 | | 500 | | 1,072 | |
| TRANSFER TO OTHER FUNDS | 17,425 | | | | 17,425 | |
| TOTAL EXPENDITURES | 1,907,579 | | 308,251 | | 1,599,328 | |

LAW AND LEGISLATIVE REFERENCE LIBRARY

LAW AND LEGISLATIVE REFERENCE LIBRARY

JESSICA LUNDGREN, DIRECTOR

TTY: (207) 287-6431

Central Office: STATE HOUSE, FLOOR 2, AUGUSTA, ME
Mail Address: 43 STATE HOUSE STATION, AUGUSTA, ME 04333-0043 FAX: (207) 287-6467
Established: 1971 Telephone: (207) 287-1600
Reference: Policy Area: 00 Umbrella: 31 Unit: 556 Citation: T00003 M.R.S.A., Sect.: 0000000171
Average Counts-All Positions: 14.000 Legislative Count: 14.00

PURPOSE:

The Law and Legislative Reference Library provides comprehensive legislative reference service and a substantial collection of legal materials for use by the Legislature and its committees, all agencies of state government, the Judiciary, attorneys and citizens of Maine. As State Law Librarian, the Director coordinates records management activities within the Legislature.

ORGANIZATION:

The Library was created by action of the Legislature, with the transfer of functions formerly performed by the law section of the Maine State Library. The nonpartisan Director is appointed by the Legislative Council.

PROGRAM:

The Library provides reference, interlibrary loan and circulation services by telephone and 711 relay service, via e-mail, through the postal service and in person. The shared URSUS Internet catalog (<http://ursus.maine.edu>) gives access to the Library's collection and supports circulation functions. Public computers in the Library provide access to Maine statutes and cases, citators, legislative bill status, the Internet and a comprehensive legal research service. The Library Internet site includes historical tables and lists, legal research links, a guide to frequently-requested Maine laws and a large collection of digitized materials relating to Maine law and legislation. To support research, the library staff search a variety of print and electronic resources.

The Library collects all state statutes, selected legal treatises, and resources for non-lawyers. The Library's special resources include biographical information on legislators and members of Maine's legal community and an extensive collection of newspaper clippings on topics of legislative interest. The Library subscribes to most daily and weekly newspapers published in Maine and a selection of law reviews and other legal publications from around the country. The Library also has the most complete collection of Maine legislative materials available anywhere, including committee files that contain copies of written testimony. The Library staff prepares legislative histories on request and publishes compiled legislative histories online. The Library participates in state and federal depository programs, receiving documents and providing access to online government information.

The URSUS system also supports new acquisitions and serials control. The Internet catalog shows items that are on order and issues that have been received for serials such as court reports, codes, journals and updates to topical works.

PUBLICATIONS:

- *INTERNET SITE - <http://legislature.maine.gov/lawlibrary/>
- *Law and Legislative Digital Library - <http://www.maine.gov/legis/lawlib/lldl/lldlhome.htm>
- *Facebook page
- *Front Page News subscription service
- *Historical Lists
- *Legislators' Biographical Database
- *Sections of the Maine Constitution Omitted From Printing
- *Brief History of Indian Legislative Representatives (Starbird & Soctomah)
- *Adult Use Cannabis in Maine
- *Medical Cannabis in Maine
- *Ranked Choice Voting in Maine
- *Maine State Law and Legislative Reference Library (brochure)
- *Employment Law Legal Resources
- *Family Law Legal Resources

LAW AND LEGISLATIVE REFERENCE LIBRARY

- *Estate Planning, Probate, and Trusts Legal Resources
- *Legal Resources for Representing Yourself in Court
- *Legal Research for the Beginner
- *Primer on Maine Law
- *Infographic Guides to Research
- *Compiling a Legislative History
- *Guide to Private and Special Laws
- *What is Maine's Law On? Summaries of Maine law on 40+ topics
- *Compiled Legislative Histories on Major Topics

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| DEPARTMENT SUMMARY | TOTAL FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|--|--|-------------------------|--------------------------------------|-------------------------|--------------------------|-----------------------|
| EXPENDITURES | | | | | | |
| SALARIES & WAGES | 743,996 | 743,996 | | | | |
| HEALTH BENEFITS | 142,773 | 142,773 | | | | |
| RETIREMENTS | 163,097 | 163,097 | | | | |
| OTHER FRINGE BENEFITS | 16,245 | 16,245 | | | | |
| COMPUTER SERVICES | 9,146 | 9,146 | | | | |
| CONTRACTUAL SERVICES | 290,214 | 290,214 | | | | |
| COMMODITIES | 2,585 | 2,585 | | | | |
| TRANSFER TO OTHER FUNDS | 17 | 17 | | | | |
| TOTAL EXPENDITURES | 1,368,073 | 1,368,073 | | | | |
| | | | | | | |
| LAW AND LEGISLATIVE REFERENCE LIBRARY | TOTAL FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
| EXPENDITURES | | | | | | |
| SALARIES & WAGES | 743,996 | 743,996 | | | | |
| HEALTH BENEFITS | 142,773 | 142,773 | | | | |
| RETIREMENTS | 163,097 | 163,097 | | | | |
| OTHER FRINGE BENEFITS | 16,245 | 16,245 | | | | |
| COMPUTER SERVICES | 9,146 | 9,146 | | | | |
| CONTRACTUAL SERVICES | 290,214 | 290,214 | | | | |
| COMMODITIES | 2,585 | 2,585 | | | | |
| TRANSFER TO OTHER FUNDS | 17 | 17 | | | | |
| TOTAL EXPENDITURES | 1,368,073 | 1,368,073 | | | | |

LEGISLATIVE DEPARTMENT

LEGISLATURE

TROY D. JACKSON, PRESIDENT OF THE SENATE
RACHEL TALBOT ROSS, SPEAKER OF THE HOUSE

Central Office: STATE HOUSE, AUGUSTA, ME 04330

Mail Address: 115 STATE HOUSE STATION, AUGUSTA, ME 04333-0115 *FAX:*

Established: 1820

Telephone: (207) 287-1615

Reference: Policy Area: 00 Umbrella: 30 Unit: 260 Citation: C0004 M.R.S.A., Sect.: 001-00001

Average Counts-All Positions: 185.638

Legislative Count: 156.50

Units:

STATE COMPENSATION COMMISSION

CITIZEN TRADE POLICY COMMISSION

OFFICE OF FISCAL AND PROGRAM REVIEW

OFFICE OF POLICY AND LEGAL ANALYSIS

OFFICE OF THE REVISOR OF STATUTES

MAINE-CANADIAN LEGISLATIVE ADVISORY COMMISSION

STATE HOUSE AND CAPITOL PARK COMMISSION

COMMISSION ON INTERSTATE COOPERATION

COMMISSION ON UNIFORM STATE LAWS

OFFICE OF LEGISLATIVE INFORMATION TECHNOLOGY

SENATE

HOUSE OF REPRESENTATIVES

LEGISLATIVE COUNCIL

(OFFICE OF) EXECUTIVE DIRECTOR OF THE LEGISLATIVE

COUNCIL

PURPOSE:

"To make and establish all reasonable laws and regulations for the defense and benefit of the people of this State, not repugnant to this Constitution, nor to that of the United States." (Maine Constitution, Article IV, Part Third, Section 1.)

ORGANIZATION:

The organization of the Legislature of Maine is determined by the Constitution of Maine, by Maine Statutes, and by legislative rules. The Senate consists of 35 members, and the House of Representatives consists of 151 members. All members of both chambers are elected from single member districts. The House has three additional non-voting members who are elected by the Penobscot Indian Nation, the Passamaquoddy Tribe, and the Houlton Band of Maliseet Indians, respectively, to represent their tribes at the Legislature.

The 131st Legislature is organized into 17 Joint Standing Committees by joint rule. The Joint Standing Committees established by the 131st Legislature are: Agriculture, Conservation and Forestry; Appropriations and Financial Affairs; Criminal Justice and Public Safety; Education and Cultural Affairs; Energy, Utilities and Technology; Environment and Natural Resources; Health and Human Services; Health Coverage, Insurance and Financial Services; Housing; Inland Fisheries and Wildlife; Innovation, Development, Economic Advancement and Business; Judiciary; Labor and Housing; Marine Resources; State and Local Government; Taxation; Transportation; and Veterans and Legal Affairs. Also, by Joint Rule, the Legislature established the Joint Select Committee on Joint Rules and the Government Oversight Committee.

PROGRAM:

The First Regular Session of the 131st Maine Legislature was convened on December 7, 2022 and adjourned on March 30, 2023. In the First Regular Session, the Legislature considered 1,463 legislative instruments. Twenty-one bills and five Resolves were chaptered into law. The First Special Session of the 131st Maine Legislature convened on April 5, 2023 and adjourned on July 26, 2023. In the First Special Session, the Legislature considered 556 legislative instruments, in addition to legislation carried over from previous session. 481 bills and 121 Resolves were chaptered into law. Four bills were vetoed by the Governor and the vetoes were sustained.

PUBLICATIONS:

*INTERNET SITE - <https://legislature.maine.gov/>

*SENATE AND HOUSE REGISTERS - (published biennially). Lists all legislators with key biographical information, photos, addresses, license plate numbers, districts, etc. Includes Maine Constitution, Joint Rules, House and Senate rules and Committee Rosters.

*HOUSE AND SENATE ROSTER and Seating Arrangement - (published biennially).

Edited by the Clerk of the House and Secretary of the Senate.

Contains photos.

LEGISLATIVE DEPARTMENT

- *LEGISLATIVE RECORD - Complete record of legislative action, including floor debates. Available in proof form by mail subscription through Legislative Document Service. Bound copies on loan through the State Library.
- *MAINE'S PATH OF LEGISLATION - (Free of charge. Available on location.)
- *HISTORY AND FINAL DISPOSITION OF LEGISLATIVE DOCUMENTS - Summary of the Legislature's action on all legislative documents considered during legislative session. Compiled by the Legislative Information Office.

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| DEPARTMENT SUMMARY | TOTAL FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|-----------------------------|------------------------------|-------------------|-----------------------------|-----------------|------------------|---------------|
| EXPENDITURES | | | | | | |
| SALARIES & WAGES | 16,938,257 | 16,935,562 | 2,695 | | | |
| HEALTH BENEFITS | 3,965,194 | 3,965,194 | | | | |
| RETIREMENTS | 3,035,647 | 3,035,647 | | | | |
| OTHER FRINGE BENEFITS | 362,408 | 362,408 | | | | |
| COMPUTER SERVICES | 1,282,588 | 1,282,588 | | | | |
| CONTRACTUAL SERVICES | 3,964,580 | 3,847,957 | 116,623 | | | |
| RENTS | 29,782 | 29,782 | | | | |
| COMMODITIES | 103,135 | 103,065 | 70 | | | |
| GRANTS, SUBSIDIES, PENSIONS | 297,505 | 297,505 | | | | |
| EQUIPMENT | 821,805 | 821,805 | | | | |
| TRANSFER TO OTHER FUNDS | 7,582 | 3,759 | 3,823 | | | |
| TOTAL EXPENDITURES | 30,808,483 | 30,685,272 | 123,211 | | | |



Troy Jackson
President of the Senate



Rachel Talbot Ross
Speaker of the House of Representatives

LEGISLATIVE DEPARTMENT

STATE COMPENSATION COMMISSION
SUZANNE M. GRESSER, EXECUTIVE DIRECTOR

Central Office: STATE HOUSE, AUGUSTA, ME 04330
Mail Address: 115 STATE HOUSE STATION, AUGUSTA, ME 04333 *FAX:* (207) 287-1621
Established: 1981 *Telephone:* (207) 287-1615
Reference: Policy Area: 00 *Umbrella:* 30 *Unit:* 316 *Citation:* T0003 *M.R.S.A., Sect.:* 000000002B

PURPOSE:

The State Compensation Commission was established to review the compensation of the Governor, Legislators, representatives of Indian tribes, the Secretary and Assistant Secretary of the Senate, the Clerk and Assistant Clerk of the House of Representatives, justices, and judges in accordance with 3 M.R.S.A., section 2-B.

ORGANIZATION:

The State Compensation Commission consists of five members, two of whom are appointed by the Speaker of the House, two of whom are appointed by the President of the Senate and one who is appointed by a majority of the other members and who serves as the chair of the commission.

PROGRAM:

No later than January 15th of every even-numbered year the Commission submits to the Legislature and the joint standing committee of the Legislature having jurisdiction over state and local government matters a final report of the Commission. In the last year of each gubernatorial term of office, the report includes a recommendation for compensation of the Governor as established in Title 2, section 1. Before issuing their report, and subsequent to giving public notice, the Commission holds a public hearing on the report. The Commission is authorized to submit legislation required to implement its recommendations.

PUBLICATIONS:

Report of the Commission, January 2020:
<http://www.legislature.maine.gov/doc/3822>

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

CITIZEN TRADE POLICY COMMISSION
SUZANNE M. GRESSER, EXECUTIVE DIRECTOR

Central Office: STATE HOUSE, AUGUSTA, ME 04330
Mail Address: 115 STATE HOUSE STATION, AUGUSTA, ME 04333-0115 *FAX:* (207) 287-1621
Established: 2004 *Telephone:* (207) 287-1615
Reference: Policy Area: 00 *Umbrella:* 30 *Unit:* 681 *Citation:* T000010 *M.R.S.A., Sect.:* 000000011

PURPOSE:

The Citizen Trade Policy Commission is established to assess and monitor the legal and economic impacts of trade agreements on state and local laws, working conditions, and the business environment; to provide a mechanism for citizens and Legislators to voice their concerns and recommendations; and to make policy recommendations designed to protect Maine's jobs, business environment, and laws from any negative impact of trade agreements.

ORGANIZATION:

The Citizen Trade Policy Commission comprises 17 voting members and five ex officio nonvoting members as follows: voting members include three Senators; three Representatives; 10 members of the public (three of whom are appointed by the Speaker of the House, three by the President of the Senate, and four by the Governor); and the Attorney General or the Attorney General's designee.

LEGISLATIVE DEPARTMENT

Ex officio, non-voting members include the President (or designee) of the Maine International Trade Center and the Commissioners of the following departments or the Commissioners' designees: Department of Labor; Department of Environmental Protection; Department of Agriculture, Conservation and Forestry; and the Department of Health and Human Services.

PUBLICATIONS:

2018 TRADE POLICY ASSESSMENT:

Turbulent Time for Trade: Impacts on Maine's Agriculture and Food Safety, by Ms. Debbie Barker, Washington D.C., October 2018

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

OFFICE OF FISCAL AND PROGRAM REVIEW CHRISTOPHER W. NOLAN, DIRECTOR

Central Office: STATE HOUSE - ROOM 226, AUGUSTA, ME 04330

Mail Address: 5 STATE HOUSE STATION, AUGUSTA, ME 04333-0005 *FAX:*

Established: 1962

Telephone: (207) 287-1635

Reference: Policy Area: 00 *Umbrella:* 30 *Unit:* 263F *Citation:* T00003 *M.R.S.A., Sect.:* 000000161

PURPOSE:

The Office of Fiscal and Program Review collects and analyzes fiscal and program information related to the finances and operation of state government for legislators, legislative committees, and commissions. As part of this role, the Office analyzes the Governor's budget and other appropriation requests, reviews all bills and amendments for their fiscal impacts to provide projections of revenue and appropriations, and monitors agency financial activities.

The Office also provides staff support to the Joint Standing Committee on Appropriations and Financial Affairs, the Joint Standing Committee on Taxation, the Joint Standing Committee on Transportation (for fiscal matters only), the Joint Standing Committee on Health and Human Services (for fiscal matters only), and other legislative committees as assigned. The Director of the Office and one of the Office's Principal Analysts represent the Legislature on the Revenue Forecasting Committee, which was established in law (5 M.R.S.A., section 1710-E) to provide policy makers with revenue projections.

ORGANIZATION:

The Office of Fiscal and Program Review is one of several nonpartisan offices operating under the direction of the Legislative Council and its Executive Director. It is led by a director who is appointed by the Legislative Council and is staffed by eight other professional staff and two administrative positions.

PUBLICATIONS:

The following publications are available at

<https://www.legislature.maine.gov/ofpr>:

"Compendium of State Fiscal Information" (updated annually)

"Summary of Major State Funding Disbursed to Municipalities and Counties"

(updated annually)

"The Budget Process" (updated biennially)

"The Fiscal Note Process: An Overview" (updated biennially)

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

LEGISLATIVE DEPARTMENT

OFFICE OF POLICY AND LEGAL ANALYSIS

DANIELLE FOX, DIRECTOR

Central Office: 2ND FLOOR, CROSS BLDG, RM 215, AUGUSTA, ME 04330
Mail Address: 13 STATE HOUSE STATION, AUGUSTA, ME 04333-0013 *FAX:* (207) 287-1275
Established: 1973 *Telephone:* (207) 287-1670
Reference: Policy Area: 00 *Umbrella:* 30 *Unit:* 263P *Citation:* T00003 *M.R.S.A., Sect.:* 000000161

PURPOSE:

The Office of Policy and Legal Analysis is a nonpartisan office of the Maine Legislature that provides professional staff services to the Legislature's joint standing committees (except committees with jurisdiction over appropriations and financial affairs and taxation issues) and joint select committees.

Committee staff services include: assisting in the scheduling of committee work; conducting impartial policy and legal research and analysis and assisting the committee with its consideration of legislation; preparing and drafting committee papers (committee bills, amendments, and reports); and providing assistance in review of major substantive rules and regulatory agendas, of agencies under the Government Evaluation Act (GEA), of quasi-independent state entities, and of agency budgets.

Other services include: assisting legislators with information requests, including preparing general legal and policy background materials; conducting approved interim staff studies (nonpartisan research and analysis); providing professional staff services to interim legislative studies, including nonpartisan research and analysis, scheduling, and report preparation; and assisting the Revisor of Statutes in drafting legislative bill requests.

ORGANIZATION:

The Office of Policy and Legal Analysis is one of several nonpartisan offices operating under the direction of the Legislative Council and its Executive Director. The Office has a staff of 23, including an Office Director who is appointed by the Legislative Council.

PUBLICATIONS:

The following general reference publications are available for a nominal or no charge and are available on the office website:

"Legislators' Handbook - A Guide for Maine Legislators: Procedures, Services and Facts" updated at the beginning of each legislative biennium;

"Legislative Digest of Bill Summaries and Enacted Laws", published after adjournment of each regular session of the Legislature; and

*Legislative Study Reports on various topics, published each year.

*INTERNET SITE - <https://legislature.maine.gov/opla/>.

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

OFFICE OF THE REVISOR OF STATUTES

EDWARD A. CHARBONNEAU, REVISOR OF STATUTES

Central Office: STATE HOUSE - FIRST FLOOR, AUGUSTA, ME 04330
Mail Address: 7 STATE HOUSE STATION, AUGUSTA, ME 04333-0007 *FAX:* (207) 287-6468
Established: 1928 *Telephone:* (207) 287-1650
Reference: Policy Area: 00 *Umbrella:* 30 *Unit:* 263R *Citation:* T00003 *M.R.S.A., Sect.:* 000000161

LEGISLATIVE DEPARTMENT

PURPOSE:

The Office of the Revisor of Statutes was originally created in 1928 and later established as the Office of Legislative Research in 1947. The Office reassumed its original name in 1986. The Office is nonpartisan and performs five primary functions: legislative drafting and editing; production of all legislative documents including bills, amendments, and sentiments; engrossing; publication of laws; and maintenance of the Maine statutes and the Constitution of Maine. The Office is the point where legislative instruments, including original bills and floor amendments, are initially filed and then produced in final form for introduction. The Office reviews, edits, and processes committee amendments and new drafts; serves as Clerk of the Committee on Bills in the Second Reading for both the House and Senate; and is responsible for examining all Bills in Second Reading for both the House and Senate and for engrossing all bills prior to their enactment; and receives from the Governor enacted legislation and chapters into law that legislation.

The Office publishes all laws enacted during each legislative session as the Laws of the State of Maine and assists the commercial publishers of the Maine Revised Statutes by providing materials for the supplementary pamphlets and pocket parts.

The Office may be contacted via e-mail: revisor.office@legislature.maine.gov.

PUBLICATIONS:

Available at the Office's website - <https://legislature.maine.gov/ros/>.

"Maine Revised Statutes Annotated" - Available to the public from Thomson Reuters, 610 Opperman Drive, Eagan, MN 55123, at current price.

"Maine Revised Statutes" - Available at the Office's website - <http://legislature.maine.gov/legis/statutes/>.

"Laws of the State of Maine" - Contains all session laws and related documents of each Legislative session. Electronic versions of the Laws of the State of Maine are available at: PDF Editions of Published Session Laws and Other Materials | Maine State Legislature. Limited hard copies are available from the Office at the time of publication for a nominal fee and through the Law and Legislative Reference Library thereafter.

Chaptered Laws - Individual hard copies of laws enacted in the current biennium are available from the Engrossing Division at (207) 287-1324. Individual electronic copies of enacted laws beginning with the 117th Legislature are available online at the Office's website: <http://legislature.maine.gov/ros/LawsOfMaine/#Law/>.

Maine Legislative Drafting Manual - A guide for drafting legislative instruments, the manual is periodically updated by the Office. It is available from the Office's Publications website in various formats and hard copies are available to the public for a nominal fee.

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

MAINE-CANADIAN LEGISLATIVE ADVISORY COMMISSION SUZANNE M. GRESSER, EXECUTIVE DIRECTOR

Central Office: STATEHOUSE, AUGUSTA, ME 04330

Mail Address: 115 STATE HOUSE STATION, AUGUSTA, ME 04333-0115 *FAX:*

Established: 1978

Telephone: (207) 287-1615

Reference: Policy Area: 00 *Umbrella:* 30 *Unit:* 300 *Citation:* T0003 *M.R.S.A., Sect.:* 000000227

PURPOSE:

The purpose of the Maine-Canadian Legislative Advisory Commission is to advise the Legislature in identifying ways to encourage increased cooperation between Maine and Canada, specifically between the Maine Legislature and the legislative

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bodies of Canada, and to promote economic, cultural, and educational exchanges between Maine and the Canadian provinces.

ORGANIZATION:

Created by statute in February 1978, the Maine-Canadian Legislative Advisory Commission consists of 12 members, six of whom are appointed by the Speaker of the House and six of whom are appointed by the President of the Senate. At least one member appointed by the President of the Senate and one member appointed by the Speaker of the House must be fluent in the French language.

PROGRAM:

The Maine-Canadian Legislative Advisory Commission continues to encourage and support economic, cultural, and educational exchanges between Maine and the Canadian provinces, including Franco-American Day activities.

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

STATE HOUSE AND CAPITOL PARK COMMISSION

SUZANNE M. GRESSER, EXECUTIVE DIRECTOR
KIRK MOHNEY, CHAIR

Central Office: STATE HOUSE, AUGUSTA, ME 04330

Mail Address: 115 STATE HOUSE STATION, AUGUSTA, ME 04333-0115 *FAX:* (207) 287-1621

Established: 1988

Telephone: (207) 287-1615

Reference: Policy Area: 00 Umbrella: 30 Unit: 519 Citation: T0003 M.R.S.A., Sect.: 000000901A

PURPOSE:

The State House and Capitol Park Commission was created in 1988 (Public Law 1987, chapter 816) to develop and recommend a plan for the preservation and development of the aesthetic and historical integrity of the State House and its immediate grounds and to work in cooperation with the Capitol Planning Commission to coordinate planning and specific projects. The Commission's jurisdiction was extended in 1989 to include Capitol Park.

ORGANIZATION:

The State House and Capitol Park Commission comprises 11 voting members and five ex officio members. Voting members include the Director of the Maine Historic Preservation Commission; six members of the public (four of whom are appointed jointly by the Speaker of the House and the President of the Senate and two by the Governor); and the Governor, Speaker of the House, President of the Senate or their representatives. The Director of the State House and Capitol Park Commission is appointed by the Legislative Council. The Director of the Maine Historic Preservation Commission is the Chair of the State House and Capitol Park Commission.

Ex officio, non-voting members include the Director of the Maine State Museum; the Director of the Maine Arts Commission, the Director of the Bureau of General Services; the permanent chair of the Capitol Planning Commission; and the Executive Director of the Legislative Council.

PROGRAM:

The role of the Commission is to oversee the implementation of a master plan for repair and restoration projects in the State House and in Capitol Park.

The projects, all of which are in keeping with the master plans for the State House and Capitol Park, included regular maintenance on the Park's and State House lawns, gardens, paths, and trees.

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FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| STATE HOUSE AND CAPITOL PARK COMMISSION | TOTAL FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|--|------------------------------|-----------------|-----------------------------|-----------------|------------------|---------------|
| EXPENDITURES | | | | | | |
| CONTRACTUAL SERVICES | 71,751 | 71,751 | | | | |
| TOTAL EXPENDITURES | 71,751 | 71,751 | | | | |

COMMISSION ON INTERSTATE COOPERATION

SUZANNE M. GRESSER, EXECUTIVE DIRECTOR

Central Office: STATE HOUSE, AUGUSTA, ME 04330
 Mail Address: 115 STATE HOUSE STATION, AUGUSTA, ME 04333-0115 FAX: (207) 287-1621
 Established: 1939 Telephone: (207) 287-1615
 Reference: Policy Area: 00 Umbrella: 30 Unit: 272 Citation: T0003 M.R.S.A., Sect.: 000000201

PURPOSE:

The Commission on Interstate Cooperation was established in 1939 to carry forward Maine's participation in the Council of State Governments and to advance cooperation between the State of Maine and other units of government. The Commission itself was repealed by Public Law 2001, Chapter 352, effective September 21, 2001.

PROGRAM:

This program includes Maine's annual dues to two national organizations that serve as clearinghouses for information on state programs of national and international interest and provide support to state legislatures: the Council of State Governments and the National Conference of State Legislatures. The Council of State Governments/Eastern Regional Council is a bipartisan organization serving all three branches of government and provides a regional network for identifying and sharing ideas with state leaders and monitors activities in the federal government and their impact on state issues and programs. The National Conference of State Legislatures is a bipartisan organization which serves the legislators and legislative staff of the nation's 50 states, its commonwealths and territories with the objectives of improving the quality and effectiveness of state legislatures, fostering interstate communication and cooperation, and ensuring states a strong, cohesive voice in the federal system.

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| COMMISSION ON INTERSTATE COOPERATION | TOTAL FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|---|------------------------------|-----------------|-----------------------------|-----------------|------------------|---------------|
| EXPENDITURES | | | | | | |
| CONTRACTUAL SERVICES | 318,086 | 318,086 | | | | |
| TOTAL EXPENDITURES | 318,086 | 318,086 | | | | |

COMMISSION ON UNIFORM STATE LAWS

ANN ROBINSON, ESQ., CHAIRPERSON

Central Office: 254 COMMERCIAL STREET, PORTLAND, ME 04101
 Mail Address: 254 COMMERCIAL STREET, PORTLAND, ME 04101 FAX:
 Established: 1955 Telephone: (207) 791-1186
 Reference: Policy Area: 00 Umbrella: 30 Unit: 271 Citation: T0003 M.R.S.A., Sect.: 000000241

PURPOSE:

The Commission on Uniform State Laws was established to examine subjects on which uniformity of legislation among the states is desirable and to bring to the State of Maine the benefit of the sustained study and research of judges, lawyers, and

LEGISLATIVE DEPARTMENT

legal scholars through the National Conference of Commissioners on Uniform State Laws.

ORGANIZATION:

The Commission is authorized and organized pursuant to 3 M.R.S.A. §241:

The Commission on Uniform State Laws, as established by Title 5, section 12004-K, subsection 8, shall consist of 3 members to be appointed for a term of 4 years by the Governor. The commission shall also consist of any residents who, because of long service in the cause of state legislation, are elected life members of the National Conference of Commissioners on Uniform State Laws. The commission shall examine subjects on which uniformity of legislation in the different states is desirable; ascertain the best means to effect uniformity; cooperate with the commissioners of other states in the consideration and drafting of uniform acts for submission to the Legislatures of the several states; and prepare bills for introduction in the Legislature.

Commissioners are not compensated for their work. They seek reimbursement for expenses as Maine's delegates to the National Conference. The National Conference seeks payment of dues from Maine.

PROGRAM:

The Commission on Uniform State Laws is a participant in the National Conference of Commissioners on Uniform State Laws in its work as a Committee of the whole and on its drafting and review subcommittees. To date, Maine has enacted over 100 Uniform Acts including, among others, the Uniform Commercial Code, Uniform Probate Code, Uniform Anatomical Gift Act as amended, Uniform Transfers to Minors Act, Uniform Guardianship and Protective Proceedings Act, Uniform Health Care Decisions Act (Advance Directives), Uniform Interstate Family Support Act, and Uniform Unclaimed Property Act.

The Commission, like its counterparts in other states, works through appropriate legislative committees, the Maine State Bar Association and others having an interest in the particular uniform act.

PUBLICATIONS:

Copies of any of the Uniform or Model Acts are available upon request or at www.uniformlawcommission.com

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| COMMISSION ON UNIFORM STATE LAWS | TOTAL FOR | | SPECIAL | | FEDERAL FUNDS | MISC FUNDS |
|----------------------------------|-----------|--------------|---------------|--------------|---------------|------------|
| | ALL FUNDS | GENERAL FUND | REVENUE FUNDS | HIGHWAY FUND | | |
| EXPENDITURES | | | | | | |
| CONTRACTUAL SERVICES | 10,000 | 10,000 | | | | |
| TOTAL EXPENDITURES | 10,000 | 10,000 | | | | |

OFFICE OF LEGISLATIVE INFORMATION TECHNOLOGY
NIK RENDE, DIRECTOR

Central Office: STATE HOUSE RM 132, AUGUSTA, ME 04330
Mail Address: 100 STATE HOUSE STATION, AUGUSTA, ME 04333-0100 FAX: (207) 287-2557
Established: 1996 Telephone: (207) 287-1625
Reference: Policy Area: 00 Umbrella: 30 Unit: 2631 Citation: M.R.S.A., Sect.:

PURPOSE:

The Legislative Council's Office of Legislative Information Technology (LIT) provides strategic planning, hardware, network, software development, and PC support services to all legislative offices in the areas of information technology.

LEGISLATIVE DEPARTMENT

ORGANIZATION:

LIT is responsible for the operation and support of legislative computer systems, as well as for coordinating the design and development of the applications that support the legislative process and the operations of individual legislative offices. LIT is also jointly responsible for all chamber and committee room audio/video infrastructure, software, networks, servers, IT security, and legislative email systems.

PROGRAM:

For fiscal year 2022-23, LIT worked with our chamber systems provider to complete one of the most significant upgrades to the technology in the House and Senate chambers in decades, replacing the old LED and incandescent light analog displays with state of the art digital display screens, while maintaining the familiar décor.

Additionally, working with outside experts, LIT has begun a complete remake of the Legislature's website, including new technology and user experience. We expect the new site to be running by late 2nd quarter in FY24.

LIT also continues to provide technology support services to the production offices, the House of Representatives, the Senate, and individual members resolving hardware, software, and printing problems and providing educational assistance and instruction in the use of available technology throughout the fiscal year.

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

SENATE

TROY D. JACKSON, PRESIDENT OF THE SENATE
DAREK M. GRANT, SECRETARY OF THE SENATE

Central Office: STATE HOUSE, AUGUSTA, ME 04330

Mail Address: 3 STATE HOUSE STATION, AUGUSTA, ME 04333-0003 *FAX:* (207) 287-5862

Established: 1820 *Telephone:* (207) 287-1500

Reference: Policy Area: 00 Umbrella: 30 Unit: 261 Citation: C0004 M.R.S.A., Sect.: 002-00001

PURPOSE:

The Senate is the upper chamber of the Maine Legislature, and serves as the final confirming body of all bills passed before they are sent to the Governor. Under Article IV, Part Third, Section 9 of the Constitution of Maine, the Senate may originate all bills except those proposed for the purpose of raising revenue. It may, however, amend bills for the raising of revenue, provided that the amendment is not in fact used to introduce new raising of revenue.

The Senate is the sole judge of the qualifications of its members. It maintains sole authority to punish or censure its own members; it has the power to imprison persons who are not Senators for contempt; it determines its own rules for Senate proceedings; and it maintains a permanent journal of its proceedings.

By Constitutional Resolution, passed during the First Regular Session of the 107th Legislature and adopted by the voters in November, 1975, the Senate is empowered to confirm all gubernatorial nominations requiring Legislative approval (formerly confirmed by the Executive Council). Article IV, Part Second, Section 7, empowers the Senate to try all impeachments.

ORGANIZATION:

The Senate has remained constant in its form of organization as a Constitutional body since its establishment in 1820. As defined under Article IV, Part Second, Section 1 of the Constitution, the Senate currently consists of 35 Senators. Each Senator is elected for a term of two years, and limited to four consecutive terms. A Senator must be a citizen of Maine for at least one year, be a resident of the district for at least 3 months prior to the election and continue to reside within the district during the term of office, and be 25 years of age at

LEGISLATIVE DEPARTMENT

the commencement of the term for which they are elected.

The Constitution requires that the Senate be reapportioned every 10 years, by the Senate itself or, if the Senate fails to do so within the required time, by the Maine Supreme Judicial Court. In 2021, the Legislature, by a vote of 2/3rds of the members in each body, apportioned the Senate and House districts.

The Senate elects a President who presides over all its proceedings and a Secretary and Assistant Secretary who serve as chief administrative officers. The major political parties in the Senate each elect their own leaders and assistant leaders who are permitted to hire their own staff assistants, with the approval of the presiding officer.

PROGRAM:

The First Regular Session of the 131st Maine Legislature convened on Wednesday, December 7, 2022. The Senate met for 21 legislative sessions and adjourned Sine Die on Thursday, March 30, 2023.

The First Special Session of the 131st Maine Legislature convened on Wednesday, April 5, 2023. The Senate met for 35 days and adjourned Sine Die on Wednesday, July 26, 2023.

The Second Regular Session of the 131st Maine Legislature will convene on Wednesday, January 3, 2024.

PUBLICATIONS:

Senate Website: <https://www.legislature.maine.gov/senate>

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

HOUSE OF REPRESENTATIVES

RACHEL TALBOT ROSS, SPEAKER OF THE HOUSE
ROBERT B. HUNT, HOUSE CLERK

Central Office: ROOM 300, STATE HOUSE, AUGUSTA, ME 04330

Mail Address: 2 STATE HOUSE STATION, AUGUSTA, ME 04333-0002 *FAX:* (207) 287-1456

Established: 1820 *Telephone:* (207) 287-1400

Reference: Policy Area: 00 *Umbrella:* 30 *Unit:* 262 *Citation:* C0004 *M.R.S.A., Sect.:* 001-00002

PURPOSE:

The House of Representatives has by Article IV, Part Third, Section 9 of the Maine Constitution, the sole power to originate bills for the raising of revenue and, by Article IV, Part First, Section 8 of the Maine Constitution, the sole power to impeach, although impeachments are tried in the Senate.

The House is the sole judge of the qualifications of its own members, determines its own rules for House proceedings, may alone punish its own members, keeps a journal of its proceedings, and has the power to imprison persons who are not House members for contempt.

ORGANIZATION:

The basic constitutional organization and functions of the House of Representatives have remained constant since its establishment in 1820. The House of Representatives consists of 151 members elected from single member districts for terms of 2 years. Members are limited to four consecutive terms. A Representative must be a citizen of the United States for at least five years prior to the election, have been a resident of Maine for at least one year, be a resident of the election district at the time of the nomination for placement on a primary, general or special election ballot, have been a resident of the election district for three months prior to the election and continue to be a resident of that district during the term, and be 21 years of age when seated as a member.

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The Constitution of Maine requires that the House of Representatives be reapportioned by the Legislature itself, or, if this is not done within the required period of time, by the Supreme Judicial Court. The Legislature's reapportionment plan must be enacted by a vote of 2/3rds of the members of each House and such action is subject to the Governor's approval.

The House elects a Speaker who presides over the proceedings, a Clerk and Assistant Clerk. The individual political parties in the House elect their own leaders and assistant leaders. By House Rules (Rule 104) the leadership of the House is permitted to hire its own assistants.

PROGRAM:

The House convened its First Regular Session of the 131st Maine Legislature on Wednesday, December 7, 2022 and adjourned Thursday, March 30, 2023. During the First Regular Session, there were 916 House-sponsored Legislative Documents, 0 Initiated Bills, 15 House Orders, 6 House-sponsored Joint Orders, and 17 House-sponsored Joint Resolutions considered. House members submitted 8 Floor Amendments and Committees submitted 11 Committee Amendments to the Clerk for reproduction. The House convened its First Special Session of the 131st Maine Legislature on Wednesday, April 5, 2023, and adjourned Wednesday, July 26, 2023. During the First Special Session, there were 322 House-sponsored Legislative Documents, 4 Initiated Bills, 16 House Orders, 3 House-sponsored Joint Orders, and 32 House-sponsored Joint Resolutions considered. House members submitted 45 Floor Amendments and Committees submitted 663 Committee Amendments to the Clerk for reproduction.

PUBLICATIONS:

*HOUSE INTERNET SITE - <https://legislature.maine.gov/house/>

*HOUSE ADVANCE JOURNAL AND CALENDAR-Available in the Document Room and by email subscription at <https://lists.legislature.maine.gov/sympa/info/houseadvancecalendar>.

*HOUSE SUPPLEMENTS - Available by email subscription at <https://lists.legislature.maine.gov/sympa/info/housesupplements>.

*WEEKLY LEGISLATIVE REPORT - (published weekly during sessions). Edited by the Clerk of the House. Lists all bills printed and enacted, and resolves finally passed. Available at the Clerk's Office, by mail subscription through Legislative Document Service or by email subscription at <https://lists.legislature.maine.gov/sympa/info/weeklylegislativereport>.

*WEEKLY LEGISLATIVE CALENDAR (published weekly). Edited by the Clerk of the House. Lists legislative committee meetings and the subjects committees are considering when not in regular session; meetings of commissions that include legislators as members; and scheduled meetings of public bodies of interest to legislators. Available at the Clerk's Office, by mail subscription through Legislative Document Service or by email subscription at <https://lists.legislature.maine.gov/sympa/info/weeklylegislativecalendar>.

*SENATE AND HOUSE REGISTERS; HOUSE AND SENATE ROSTER and Seating Arrangement and LEGISLATIVE RECORD (See "Legislature")

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

LEGISLATIVE DEPARTMENT

LEGISLATIVE COUNCIL

TROY D. JACKSON, CHAIR
SUZANNE M. GRESSER, EXECUTIVE DIRECTOR

Central Office: STATE HOUSE, AUGUSTA, ME 04330
Mail Address: 3 STATE HOUSE STATION, AUGUSTA, ME 04333-0003 *FAX:* (207) 287-5862
Established: 1973 *Telephone:* (207) 287-1500
Reference: Policy Area: 00 *Umbrella:* 30 *Unit:* 263 *Citation:* T0003 *M.R.S.A., Sect.:* 000000161
Average Counts-All Positions: 185.638 *Legislative Count:* 156.50

PURPOSE:

The Legislative Council is responsible for overall administration and management of the Legislative Branch. Its general powers and duties are set out in statute (3 MRSA Section 162) and the Joint Rules adopted by the Legislature at the beginning of each biennium. They include approving of all legislative budgets and provision for financial oversight of legislative funds; establishing salary and benefit schedules for all legislative employees, except as otherwise provided by law; planning and overseeing projects designed to improve the organization, operation, and physical facilities of the Legislature; and allocating of work to legislative committees when the Legislature is not in session.

The Council also appoints the directors of the nonpartisan offices, including the Executive Director of the Legislative Council, the State Law Librarian, the Revisor of Statutes, and the Directors of the Offices of Fiscal and Program Review, Policy and Legal Analysis, and Legislative Information Technology. In addition, the Council appoints the nonpartisan Director of the Office of Program Evaluation and Government Accountability. The Council has the authority to adjust the salaries of the Constitutional Officers within the salary ranges specified in 3 MRSA Section 162-B.

ORGANIZATION:

The Legislative Council consists of the ten elected members of leadership: the President of the Senate, the Speaker of the House of Representatives, and the majority and minority leaders and assistant leaders of the 2 political parties with the greatest number of members in each body. The Council Chair and Vice-Chair are elected by the Legislative Council at the beginning of each legislative biennium and serve for the entire biennium. By tradition, the Council Chair alternates every two years between the House and the Senate. Any action by the Legislative Council requires the affirmative votes of a majority of the members.

The Council is supported by an Executive Director and six nonpartisan staff offices.

PROGRAM:

The Legislative Council is responsible by law for providing professional, nonpartisan staff support services to the Legislature and its officers, members, committees, and commissions. These services include bill drafting; general policy, legal, and fiscal research and analysis; fiscal note preparation; committee staffing; computer support services; public information; library and reference services and support; and general administrative services.

Further responsibilities of the Council include consideration of all bills submitted after cloture (after deadline bills) during any legislative session. In addition, the Council screens all bill requests prior to their introduction in the Legislature's Second Regular Session and all Special Sessions.

PUBLICATIONS:

See Publications listing for each office.

LEGISLATIVE DEPARTMENT

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| LEGISLATIVE COUNCIL EXPENDITURES | TOTAL FOR ALL | | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|-------------------------------------|---------------------|-------------------|-----------------------------|-----------------|------------------|---------------|
| | FUNDS | GENERAL FUND | | | | |
| SALARIES & WAGES | 16,938,257 | 16,935,562 | 2,695 | | | |
| HEALTH BENEFITS | 3,965,194 | 3,965,194 | | | | |
| RETIREMENTS | 3,035,647 | 3,035,647 | | | | |
| OTHER FRINGE BENEFITS | 362,408 | 362,408 | | | | |
| COMPUTER SERVICES | 1,282,588 | 1,282,588 | | | | |
| CONTRACTUAL SERVICES | 3,564,743 | 3,448,120 | 116,623 | | | |
| RENTS | 29,782 | 29,782 | | | | |
| COMMODITIES | 103,135 | 103,065 | 70 | | | |
| GRANTS, SUBSIDIES, PENSIONS | 297,505 | 297,505 | | | | |
| EQUIPMENT | 821,805 | 821,805 | | | | |
| TRANSFER TO OTHER FUNDS | 7,582 | 3,759 | 3,823 | | | |
| TOTAL EXPENDITURES | 30,408,646 | 30,285,435 | 123,211 | | | |

(OFFICE OF) EXECUTIVE DIRECTOR OF THE LEGISLATIVE COUNCIL

SUZANNE M. GRESSER, EXECUTIVE DIRECTOR

Central Office: STATE HOUSE, AUGUSTA, ME 04330

Mail Address: 115 STATE HOUSE STATION, AUGUSTA, ME 04333-0115 *FAX:* (207) 287-1621

Established: 1973

Telephone: (207) 287-1615

Reference: Policy Area: 00 Umbrella: 30 Unit: 264 Citation: T0003 M.R.S.A., Sect.: 000000162

PURPOSE:

The Executive Director is the executive officer of the Legislature and directs the activities and services of the nonpartisan staff offices consistent with policies established by the Legislative Council. Statutory functions of the Office include: agenda preparation and meeting management for the Legislative Council; implementing policy decisions of the Council; providing administrative support to the Legislature; including all legislative payroll and benefits administration; legislators' expense reimbursements; accounting and budgeting; and human resource management. The Executive Director has overall responsibility for improvements, renovations, and maintenance of the State House, other legislative facilities, and grounds and is an ex officio member of the State House and Capitol Park Commission.

Within the Office of the Executive Director is the Legislative Information Office which is responsible for providing information to the public and legislators on legislation and other legislative matters; maintaining information relating to legislation considered each biennium; producing the history and final disposition of bills; scheduling committee hearings on gubernatorial nominations; and coordinating the scheduling and work of committee clerks each legislative session.

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

DEPARTMENT OF MARINE RESOURCES

DEPARTMENT OF MARINE RESOURCES

PATRICK KELIHER, COMMISSIONER

MEREDITH MENDELSON, DEPUTY COMMISSIONER

Central Office: 32 BLOSSOM LANE, AUGUSTA, ME 04333

Mail Address: 21 STATE HOUSE STATION, AUGUSTA, ME 04333-0021 *FAX:* (207) 624-6024

Established: 1967 *Telephone:* (207) 624-6550

Reference: Policy Area: 04 *Umbrella:* 13 *Unit:* 188 *Citation:* T0012 *M.R.S.A., Sect.:* 000006021

Average Counts-All Positions: 187.500 *Legislative Count:* 186.50

Units:

ADVISORY COUNCIL (TO MARINE RESOURCES)

BUREAU OF POLICY AND MANAGEMENT

BUREAU OF MARINE PATROL

BUREAU OF PUBLIC HEALTH

BUREAU OF MARINE SCIENCE

BUREAU OF SEA RUN FISHERIES AND HABITAT

PURPOSE:

The Department of Marine Resources was established to conserve and develop marine and estuarine resources of the State of Maine by conducting and sponsoring scientific research, promoting and developing the Maine commercial fishing industry, administering and enforcing marine laws and regulations, and by advising agencies of government concerned with development or activity in coastal waters.

The Department has the authority to enter into reciprocal enforcement agreements with other states, interstate regional authorities and the federal government; to cooperate, consult and advise with other appropriate state agencies on all interrelated matters involving the coast and its marine resources; to assist the industry in the promotion and marketing of its products; to close contaminated shores, waters and flats; to make regulations to assure the conservation of renewable marine resources in any coastal waters or flats of the State; and to hold hearings and to publish notices as may be required by law.

ORGANIZATION:

The Department currently consists of five bureaus, including the Bureau of Policy and Management, the Bureau of Marine Science, the Bureau of Public Health, the Bureau of Sea Run Fisheries and Habitat and the Bureau of Marine Patrol. Advisory councils are established by statute for Lobster, Scallop, Sea Urchin, Shellfish, and Seaweed as well as Commercial Fishing Safety and Aquaculture. In addition, seven lobster policy management councils (Zones) are established with authority to hold referenda regarding lobster fishing regulations.

PROGRAM:

The Department is responsible for managing Maine's commercial and recreational fisheries. The seafood industry is an important economic driver of Maine's coastal communities, generating approximately \$3.2 billion in economic activity annually. The Department continues to focus on conservation and management of marine resources, on seafood safety and public health, boating safety, and marine education.

In addition to management of state water fisheries, many fisheries management issues are addressed through the State's participation in the New England Fishery Management Council (e.g. groundfish, scallops, herring, monkfish) and the Atlantic States Marine Fisheries Commission (e.g. lobster, menhaden, shrimp). There will be continued demands on agency time to participate in development of federal and interjurisdictional fisheries management plans. The Department has specific regulatory authority to place immediate restrictions on emerging new fisheries. The Department gathers both commercial and recreational fishery landings statistics.

DEPARTMENT OF MARINE RESOURCES

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| DEPARTMENT SUMMARY | TOTAL FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|-----------------------------|------------------------------|-------------------|-----------------------------|-----------------|-------------------|---------------|
| EXPENDITURES | | | | | | |
| SALARIES & WAGES | 12,324,087 | 7,077,612 | 2,852,198 | | 2,394,277 | |
| HEALTH BENEFITS | 2,729,973 | 1,530,563 | 650,392 | | 549,018 | |
| RETIREMENTS | 3,019,319 | 1,792,498 | 687,485 | | 539,336 | |
| OTHER FRINGE BENEFITS | 308,308 | 181,509 | 69,446 | | 57,353 | |
| COMPUTER SERVICES | 1,009,965 | 612,120 | 278,702 | | 119,143 | |
| CONTRACTUAL SERVICES | 5,061,960 | 2,081,774 | 2,034,273 | | 945,913 | |
| RENTS | 1,477,371 | 712,514 | 396,662 | | 368,195 | |
| COMMODITIES | 1,277,577 | 620,672 | 255,201 | | 401,704 | |
| GRANTS, SUBSIDIES, PENSIONS | 13,679,543 | 250,670 | 201,047 | | 13,227,826 | |
| BUILDING IMPROVEMENTS | 51,368 | | 51,368 | | | |
| EQUIPMENT | 1,903,246 | 264,025 | 515,329 | | 1,123,892 | |
| TRANSFER TO OTHER FUNDS | 581,340 | 307 | 352,455 | | 228,578 | |
| TOTAL EXPENDITURES | 43,424,057 | 15,124,264 | 8,344,558 | | 19,955,235 | |

ADVISORY COUNCIL (TO MARINE RESOURCES)

KRISTEN (TOGUE) BRAWN, CHAIR
PATRICK KELIHER, COMMISSIONER

Central Office: 32 BLOSSOM LANE, AUGUSTA, ME 04333
Mail Address: 21 STATE HOUSE STATION, AUGUSTA, ME 04333-0021 *FAX:* (207) 624-6024
Established: 1947 *Telephone:* (207) 624-6550
Reference: Policy Area: 04 *Umbrella:* 13 *Unit:* 190 *Citation:* T0012 *M.R.S.A., Sect.:* 000006024

PURPOSE:

The Marine Resources Advisory Council, established by Title 5, section 12004-G and Title 12, section 6024, consists of 17 members and provides advice to the Commissioner on policy matters affecting the fishing industry, and outlines the problems and needs of the segments of the industry they represent.

ORGANIZATION:

The Advisory Council of the Department of Sea and Shore Fisheries was created in 1947. In the State Government reorganization legislation of 1973, the 106th Legislature established the Department of Marine Resources, along with an expanded Marine Resources Advisory Council. Additional duties and responsibilities were assigned to the agency and its Council, along with those which previously were the responsibility of the Department of Sea and Shore Fisheries and its Advisory Council. The Advisory Council is appointed by the Governor and confirmed by the Legislature. It consists of commercial harvesters and dealers, a public member, a recreational fisherman, an aquaculture member and the chairs of the Lobster, Sea Urchin and Shellfish Councils.

PROGRAM:

The Council meets quarterly to provide advice to the Commissioner on policy matters affecting the industry, to provide advice and consent over department rule-making, and to outline the problems and needs of the Maine fishing industry.

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

DEPARTMENT OF MARINE RESOURCES

BUREAU OF POLICY AND MANAGEMENT

PATRICK KELIHER, COMMISSIONER
MEREDITH MENDELSON, DEPUTY COMMISSIONER

Central Office: 32 BLOSSOM LANE, AUGUSTA, ME 04333
 Mail Address: 21 STATE HOUSE STATION, AUGUSTA, ME 04333-0021 FAX: (207) 624-6024
 Established: 1978 Telephone: (207) 624-6550
 Reference: Policy Area: 04 Umbrella: 13 Unit: 188A Citation: T0012 M.R.S.A., Sect.: 000006021
 Average Counts-All Positions: 40.50 Legislative Count: 40.50

PURPOSE:

The Bureau of Policy and Management performs the administrative functions of the Department of Marine Resources (DMR), develops policy for the management of Maine's marine resources, and advises other governmental agencies concerned with development or activity in coastal waters.

Duties include coordination of public hearings for regulation changes, and administration of aquaculture leases following Administrative Procedures Act (APA) procedures; maintenance of statistics; and contact with central service agencies.

ORGANIZATION:

The Bureau of Policy and Management provides service to the Department in equipment and purchasing, and assists in the administration of financial records, federal and other revenue contracts and projects, and department contracts for special services. The Bureau includes policy staff that interact with the various councils that are advisory to the Department and is responsible for coordinating public hearings, administering aquaculture leases, liaising with the Legislature, and providing outreach and engagement with the marine fishing industry. State representation at the New England Fishery Management Council and the Atlantic States Marine Fisheries Commission is provided by bureau personnel.

PROGRAM:

The Bureau carries out directives of the Commissioner of Marine Resources in performing his/her statutory responsibilities. The Bureau provides data needed for departmental decisions, represents the Commissioner in matters concerning the Department, and assists in strategic planning and policy development as well as overseeing licensure and other administrative functions of the Department.

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| BUREAU OF POLICY AND MANAGEMENT | TOTAL FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|---------------------------------|------------------------------|------------------|-----------------------------|-----------------|-------------------|---------------|
| EXPENDITURES | | | | | | |
| SALARIES & WAGES | 2,764,267 | 1,204,889 | 1,035,097 | | 524,281 | |
| HEALTH BENEFITS | 558,673 | 226,147 | 232,028 | | 100,498 | |
| RETIREMENTS | 576,860 | 223,469 | 245,874 | | 107,517 | |
| OTHER FRINGE BENEFITS | 72,587 | 34,846 | 25,053 | | 12,688 | |
| COMPUTER SERVICES | 824,021 | 579,603 | 226,740 | | 17,678 | |
| CONTRACTUAL SERVICES | 2,500,224 | 1,096,640 | 924,058 | | 479,526 | |
| RENTS | 229,303 | 126,793 | 41,011 | | 61,499 | |
| COMMODITIES | 289,775 | 190,683 | 60,386 | | 38,706 | |
| GRANTS, SUBSIDIES, PENSIONS | 12,852,184 | 670 | 150,547 | | 12,700,967 | |
| EQUIPMENT | 194,427 | 168,425 | 26,002 | | | |
| TRANSFER TO OTHER FUNDS | 180,334 | 251 | 131,691 | | 48,392 | |
| TOTAL EXPENDITURES | 21,042,655 | 3,852,416 | 3,098,487 | | 14,091,752 | |

DEPARTMENT OF MARINE RESOURCES

BUREAU OF MARINE PATROL
MATTHEW A. TALBOT, COLONEL

Central Office: 32 BLOSSOM LANE, AUGUSTA, ME 04330
Mail Address: 21 STATE HOUSE STATION, AUGUSTA, ME 04333-0021 *FAX:* (207) 624-6024
Established: 1978 *Telephone:* (207) 624-6585
Reference: Policy Area: 04 *Umbrella:* 13 *Unit:* 188P *Citation:* T0012 *M.R.S.A., Sect.:* 000006025
Average Counts-All Positions: 55.000 *Legislative Count:* 55.00

PURPOSE:

The Bureau of Marine Patrol (BMP) is the law enforcement arm of the Department of Marine Resources. Marine Patrol Officers are responsible for the enforcement of all commercial and recreational fishing laws and regulations in Maine's tidal waters. Maine has over 5,000 miles of coastline, over 125,000 registered boats, and 20,000 licensed harvesters. The enforcement of Maine's robust marine resources involves a great deal of at-sea enforcement and patrol work dedicated to monitoring both inshore and offshore fisheries. Commercial and recreational fisheries of note include lobster, groundfish, scallop, sea urchin, striped bass, herring, and menhaden. Agency efforts also involve onshore enforcement of fisheries including but not limited to shellfish, marine worm, and elver. Maine is unique in that it has authority over all State licensed fishermen in both territorial waters and within the Exclusive Economic Zone (EEZ) of the United States. In other words, BMP is required to travel well offshore in order to meet its mission. Enforcement plays a significant role in the continued success of the State's fisheries whether it be the inspection of over 3 million lobster traps fished along the coast or the necessary monitoring of the shellfish industry for public health risks. BMP also participates in aquaculture site inspections up and down the coast in support of this expanding industry.

In addition to the work performed at the harvester level, BMP is in part responsible for overseeing activity at seafood dealers in Maine; this includes wholesale and retail businesses from seafood processors to seafood restaurants. BMP plays a lead role in boating safety along the Maine coast sharing the responsibility with the United States Coast Guard (USCG). BMP performs Homeland and Port Security services working closely with the Maine State Police (MSP), Maine Emergency Management Agency (MEMA) and the USCG. Marine Patrol Officers are also federally deputized for fisheries enforcement with the National Oceanic and Atmospheric Administration (NOAA) through a joint enforcement agreement. This added responsibility requires officers to have knowledge and expertise in the enforcement of federal requirements. BMP is the State agency responsible for coastal searches and recovery. Search and Rescue efforts are routinely coordinated with the USCG, as well as other State agencies.

For decades Maine Marine Patrol has embraced and stood behind the policing model of voluntary compliance. BMP officers promote this philosophy on a daily basis by working very closely with the commercial fishing industry and the recreational fishing and boating public.

ORGANIZATION:

Marine Patrol Officers were initially Fish Wardens and later became Coastal Wardens. BMP was officially established in 1869, although Fish Wardens began serving in 1843. In 1917 the appointment authority was transferred to the Commissioner of Sea and Shore Fisheries. In 1978 Sea and Shore Fisheries wardens were renamed Marine Patrol Officers.

BMP headquarters is currently located in Augusta and the state is divided into two divisions with offices in Boothbay and Lamoine. Currently BMP is made up of 49 sworn personnel and five support staff and marine mechanics.

BMP has a large fleet of watercraft for both inshore and offshore enforcement. The fleet boasts six large patrol vessels between 35 and 46 feet, nine mid-range patrol vessels between 23 and 33 feet, over a dozen small patrol vessels, and one sea plane. BMP patrol vessels and officers maintain a year-round presence on the coastal waters of the State.

DEPARTMENT OF MARINE RESOURCES

PROGRAM:

BMP enforces the State's marine fisheries laws, federal regulations under a joint enforcement agreement, public health regulations, recreational and boating safety laws, and environmental regulations in cooperation with the Department of Environmental Protection. In addition, BMP collaborates with the USCG for search and rescue operations and Homeland Security issues. BMP continues to take on added responsibilities within the maritime environment. These, in part, include maintaining an active Underwater Recovery Team and Maritime Security Team in conjunction with the State Police, and a Whale Disentanglement Team in conjunction with NOAA. BMP officers routinely work closely with partner agencies at the local, State, and federal levels, including Inland Fish and Wildlife (IF&W), USCG, National Marine Fisheries Service (NMFS/NOAA) and MEMA, in order to support and respond to potential threats to the citizens, environment and infrastructure of the State of Maine.

LICENSES:

Marine Patrol Officers are responsible for monitoring regulations that apply to all commercial and recreational fisheries within the coastal waters of Maine. There are over 20,000 commercial licenses and several thousand recreational licenses issued by DMR. In addition, BMP is tasked with the inspection and oversight of approximately 1,800 wholesale and retail seafood facilities within Maine. The enforcement of DMR licensing laws is a cornerstone of resource management. Marine Patrol Officers also enforce boating registration laws on tidal waters.

PUBLICATIONS:

A summary of marine resource laws is published biannually following adjournment of the First Regular Session of each Legislature. All current marine resource regulations are available from the DMR website online.

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| BUREAU OF MARINE PATROL | TOTAL FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|---------------------------|------------------------------|------------------|-----------------------------|-----------------|------------------|---------------|
| EXPENDITURES | | | | | | |
| SALARIES & WAGES | 4,008,478 | 3,263,485 | 600,267 | | 144,726 | |
| HEALTH BENEFITS | 859,444 | 698,440 | 131,649 | | 29,355 | |
| RETIREMENTS | 1,191,064 | 977,792 | 169,171 | | 44,101 | |
| OTHER FRINGE BENEFITS | 106,682 | 86,799 | 15,865 | | 4,018 | |
| COMPUTER SERVICES | 30,747 | 27,538 | 2,456 | | 753 | |
| CONTRACTUAL SERVICES | 1,225,131 | 369,338 | 828,875 | | 26,918 | |
| RENTS | 529,837 | 466,941 | 62,896 | | | |
| COMMODITIES | 164,208 | 25,785 | 91,696 | | 46,727 | |
| EQUIPMENT | 1,124,076 | 48,095 | 427,049 | | 648,932 | |
| TRANSFER TO OTHER FUNDS | 105,860 | 56 | 95,365 | | 10,439 | |
| TOTAL EXPENDITURES | 9,345,527 | 5,964,269 | 2,425,289 | | 955,969 | |

**BUREAU OF PUBLIC HEALTH
KOHL KANWIT, DIRECTOR**

Central Office: 194 MCKOWN PT. RD, WEST BOOTHBAY HARBOR, ME 04575
 Mail Address: PO BOX 8, WEST BOOTHBAY HARBOR, ME 04575-0008 FAX: (207) 633-9579
 Established: 2013 Telephone: (207) 557-1318
 Reference: Policy Area: 04 Umbrella: 13 Unit: 188C Citation: M.R.S.A., Sect.:
 Average Counts-All Positions: 34.000 Legislative Count: 34.00

PURPOSE:

The Bureau of Public Health is primarily responsible for implementation of the National Shellfish Sanitation Program (NSSP) in the State of Maine. Members of the Bureau participate in the Interstate Shellfish Sanitation Conference which is a cooperative management program comprised of state shellfish authorities, the federal government and the shellfish industry charged with development of the NSSP. The Bureau accomplishes compliance with the NSSP by monitoring bivalve shellfish resources and ensuring their safety to consumers through regulation of

DEPARTMENT OF MARINE RESOURCES

the growing areas, harvest practices, processing, and distribution. There are four major programs within the Bureau: Growing Area, Dealer Inspection, Laboratory and Nearshore Marine Resources.

The Growing Area Program conducts water quality monitoring and pollution source identification for the classification of shellfish growing areas and monitors biotoxin or Harmful Algal Blooms (HABs) to ensure shellfish are safe for human consumption. This program closes and reopens harvest areas due to emergency situations and oversees harvest from restricted areas.

The Dealer Inspection Program inspects and certifies bivalve shellfish dealers to ensure they have sanitary conditions and practices that reduce time and temperature abuse and eliminate contamination or adulteration. This program element is also responsible for illness investigations including product tracebacks, recalls and embargos and for the Vibrio Control Plan voluntarily implemented by the State.

The Laboratory Program element includes the State's two US Food and Drug Administration certified laboratories that support the water quality and biotoxin sampling efforts through advanced methods including membrane filtration for fecal coliform and High-Performance Liquid Chromatography for Amnesic Shellfish Poisoning and Paralytic Shellfish Poisoning. The labs have also expanded capacity to test for Vibrio bacteria using PCR technology.

The Nearshore Marine Resources Program (formerly Shellfish Management) within the Bureau is responsible for the assessment and management of bivalve shellfish and other intertidal marine resources such as seaweeds, marine worms and gastropods. This program works closely with municipalities that choose to manage their bivalve shellfish resources with municipal shellfish conservation ordinances according to State laws and regulations. Staff in the Shellfish Management Program are also tasked with assessing climate change in the intertidal zone and reviewing environmental permits to evaluate the impacts of activities such as construction and dredging.

The Bureau also facilitates the Shellfish Advisory Council comprised of industry members who advise the Department on issues related to bivalve shellfish.

ORGANIZATION:

The Bureau of Public Health was created in fiscal year 2014 and separated from the Bureau of Resource Management which became the Bureau of Marine Science. The Bureau is comprised of four programs: Growing Area, Dealer Inspection, Laboratory and Nearshore Marine Resources. Microbiology and biotoxin laboratories are located both at the West Boothbay Harbor and Lamaine State Park facilities serving the entire coast of Maine. Staff are stationed in Scarborough, Augusta, West Boothbay Harbor, Lamaine and Jonesboro.

PROGRAM:

The Bureau of Public Health evaluates shellfish growing areas and conducts a wholesale dealer evaluation and certification program to protect public health under the guidelines of the National Shellfish Sanitation Program. Staff and volunteers conduct water quality monitoring of shellfish growing areas and shoreline surveys to identify pollution sources with the goal of maintaining and/or increasing the amount of shellfish-producing areas open to harvest. Biotoxin sampling is conducted to monitor the occurrence of Harmful Algal Blooms (HABs) which can cause Paralytic Shellfish Poisoning, Amnesic Shellfish Poisoning and Diarrhetic Shellfish Poisoning. Volunteers and staff monitor phytoplankton in coastal waters to determine the presence of HABs. The Growing Area Program is evaluated by the US FDA every two years. Water quality and biotoxin samples are run in the laboratories according to NSSP standards and requirements. The labs have an internal evaluation annually and external evaluations by the US FDA every three years. Shellfish dealer inspectors conduct routine site visits to all certified shellfish dealers and enhanced retailers to ensure compliance with bivalve shellfish sanitation regulations. The Dealer Inspection Program is evaluated by the US FDA annually. Area biologists from the Nearshore Marine Resources Program work with municipalities with shellfish conservation ordinances to ensure they follow State guidelines and maintain healthy resources. They also conduct research on marine worms, seaweed and subtidal shellfish resources and monitor climate change in the intertidal zone. Environmental Permit Reviews are conducted in coordination with other State agencies and experts within the Department.

DEPARTMENT OF MARINE RESOURCES

LICENSES:

No licensing activity.

The Growing Area Program issues permits for restricted area harvesting, relay activities and harvest under specific circumstances. The Dealer Inspection Program issues dealer certifications and import/export permits as authorized by the National Oceanic and Atmospheric Administration as well as Vibrio certificates. The Nearshore Marine Resources Program issues permits for shellfish transplant activities and conservation closures as well as certifications for Municipal Shellfish Wardens.

PUBLICATIONS:

Growing Area annual, triennial and sanitary survey reports
 Quality Assurance Plans (laboratories)
 Bureau of Public Health bi-annual newsletter

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| BUREAU OF PUBLIC HEALTH | TOTAL FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|---------------------------|---------------------|------------------|-----------------------|--------------|----------------|------------|
| EXPENDITURES | | | | | | |
| SALARIES & WAGES | 1,837,380 | 1,254,962 | 436,983 | | 145,435 | |
| HEALTH BENEFITS | 435,742 | 301,192 | 100,922 | | 33,628 | |
| RETIREMENTS | 413,709 | 284,215 | 97,719 | | 31,775 | |
| OTHER FRINGE BENEFITS | 42,529 | 28,841 | 10,327 | | 3,361 | |
| COMPUTER SERVICES | 2,507 | 2,078 | 429 | | | |
| CONTRACTUAL SERVICES | 271,850 | 232,826 | 19,299 | | 19,725 | |
| RENTS | 98,582 | 84,901 | 8,000 | | 5,681 | |
| COMMODITIES | 113,779 | 91,329 | 22,450 | | | |
| EQUIPMENT | 522,466 | 47,506 | | | 474,960 | |
| TRANSFER TO OTHER FUNDS | 46,141 | | 34,910 | | 11,231 | |
| TOTAL EXPENDITURES | 3,784,685 | 2,327,850 | 731,039 | | 725,796 | |

BUREAU OF MARINE SCIENCE

CARL WILSON, DIRECTOR
PATRICK KELIHER, COMMISSIONER

Central Office: 194 MCKOWN PT. RD., WEST BOOTHBAY HARBOR, ME 04575
 Mail Address: PO BOX 8, WEST BOOTHBAY HARBOR, ME 04575-0008 FAX: (207) 633-9579
 Established: 1946 Telephone: (207) 633-9500
 Reference: Policy Area: 04 Umbrella: 13 Unit: 188S Citation: T0012 M.R.S.A., Sect.: 000006021
 Average Counts-All Positions: 41.000 Legislative Count: 41.00

PURPOSE:

The Bureau of Marine Science conducts scientific research, monitoring, assessment, restoration and education to conserve, restore, and manage the marine and estuarine fishery resources of the State of Maine. The Bureau encompasses five divisions: Biological Monitoring and Assessment; Ecology and the Environment; Education; Facilities Maintenance; and the newly formed Marine Mammal Research.

The Biological Monitoring and Assessment Division conducts long-term fishery monitoring programs and research to provide information on stock status of commercially and recreationally valuable marine organisms that inhabit the State's coastal and offshore waters. The Ecology and the Environment Division was created in 2021 in recognition of emerging issues that are directly impacting marine resources along the Coast of Maine, such as climate change and offshore wind development. The Education Division operates the Maine State Aquarium, the Burnt Island Lighthouse Station Resource Center and provides education programs for numerous school groups and others throughout the year. Nearly 40,000 members of the public, students and teachers learn of the Department's mission and Maine's marine resources through the Education Division's programs. Together the three divisions provide scientific information, services, and assistance to the

DEPARTMENT OF MARINE RESOURCES

public, industry, and governments. The Facilities Maintenance division maintains buildings and grounds of the West Boothbay Harbor Laboratory and Burnt Island, located in Southport. The newly formed Marine Mammal Research Division will lead the Department's scientific work on large whale species, including survey, modelling, acoustics, and gear development. This Division was formed in 2023, in preparation for dramatically expanded work by the Department in this field in the coming years.

ORGANIZATION:

The Bureau of Marine Science was established administratively in 1946 and is the oldest continuously operating marine research laboratory in the Gulf of Maine based on McKown Point in Boothbay Harbor that includes fishery, microbiology and biotoxin laboratories; GIS mapping facilities; wet lab; and the Maine State Aquarium. The Bureau encompasses five divisions: Biological Monitoring and Assessment; Ecology and the Environment; Education; Facilities Maintenance; and the newly formed Marine Mammal Research.

All five divisions work primarily out of the West Boothbay Harbor facility. However, division activities cover the coastal counties and waters out to seventy-five miles from shore.

The Marine Education Program operates the Maine State Aquarium, located immediately adjacent to the West Boothbay Harbor laboratory, from May through September and provides education programs for numerous school groups and others throughout the year. Educational and living history programs are conducted at the Burnt Island Lighthouse Station Resource Center. Educational materials are provided to schools throughout the year and presentations of living marine organisms are made at sportsman shows and other events throughout the year.

PROGRAM:

The Biomonitoring and Assessment Division, Ecology and the Environment Division and the Marine Mammal Research Division are engaged in interstate management of commercially and recreationally important species including American lobster, Atlantic herring, striped bass, Atlantic menhaden, bluefish, horseshoe crab, northern shrimp, and winter flounder through the Atlantic States Marine Fisheries Commission. Scientific staff participates in data collection, stock assessment, and management plan development for species including groundfish, monkfish, sea scallops, ocean quahogs, and Atlantic herring that are managed by the New England and Mid-Atlantic Fishery Management Councils and National Marine Fisheries Service. Commercial landings data are collected from seafood dealers and fishermen and provided to the National Marine Fisheries Service and Atlantic Coastal Cooperative Statistics Program. Tagging studies are conducted on selected species such as Atlantic halibut and winter flounder. Scientists participate in stock assessments and fishery management plan development through the Atlantic States Marine Fisheries Commission and New England Fishery Management Councils. Saltwater angler catches are sampled along the coast for the National Marine Fisheries Service Marine Recreational Fishery Information Program and Large Pelagics Survey. Long-term monitoring of atmospheric and oceanographic conditions in Boothbay Harbor is conducted. Research on large whale and fishing gear interactions are conducted along the entire length of the coast. Halibut research is conducted largely in eastern Maine.

DEPARTMENT OF MARINE RESOURCES

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| BUREAU OF MARINE SCIENCE | TOTAL | | | | | |
|-----------------------------|------------------|------------------|-----------------------|--------------|------------------|------------|
| | FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
| EXPENDITURES | | | | | | |
| SALARIES & WAGES | 2,520,600 | 1,091,721 | 667,225 | | 761,654 | |
| HEALTH BENEFITS | 604,647 | 251,669 | 154,335 | | 198,643 | |
| RETIREMENTS | 566,478 | 247,963 | 147,974 | | 170,541 | |
| OTHER FRINGE BENEFITS | 57,835 | 24,715 | 15,485 | | 17,635 | |
| COMPUTER SERVICES | 106,082 | 2,755 | 2,642 | | 100,685 | |
| CONTRACTUAL SERVICES | 747,038 | 361,441 | 191,129 | | 194,468 | |
| RENTS | 547,276 | 27,364 | 279,344 | | 240,568 | |
| COMMODITIES | 466,880 | 304,066 | 58,978 | | 103,836 | |
| GRANTS, SUBSIDIES, PENSIONS | 338,678 | 250,000 | 50,500 | | 38,178 | |
| BUILDING IMPROVEMENTS | 51,368 | | 51,368 | | | |
| EQUIPMENT | 62,278 | | 62,278 | | | |
| TRANSFER TO OTHER FUNDS | 149,088 | | 74,809 | | 74,279 | |
| TOTAL EXPENDITURES | 6,218,248 | 2,561,694 | 1,756,067 | | 1,900,487 | |

BUREAU OF SEA RUN FISHERIES AND HABITAT

SEAN LEDWIN, BUREAU DIRECTOR
PATRICK KELIHER, COMMISSIONER

Central Office: 32 BLOSSOM LN, AUGUSTA, ME 04333
 Mail Address: 21 STATE HOUSE STATION, AUGUSTA, ME 04333-0021 FAX: (207) 633-9579
 Established: 2020 Telephone: (207) 633-9500
 Reference: Policy Area: 04 Umbrella: 13 Unit: 188R Citation: M.R.S.A., Sect.:
 Average Counts-All Positions: 17.000 Legislative Count: 16.00

PURPOSE:

The Bureau of Sea Run Fisheries and Habitat was created in 2007 when the Maine Atlantic Salmon Commission (Commission) was consolidated with DMR's Division of Stock Enhancement. The Bureau has the management responsibility for twelve diadromous species and is engaged in interstate management as it relates to their commercial and recreational importance.

The Bureau's overall mission is to conserve, manage, restore, and enhance diadromous fish populations to their historic range within the State; to secure sustainable commercial and recreational fisheries for diadromous species; and to conduct and coordinate projects involving research, planning, management, restoration, or propagation of diadromous species.

Until 2010 the Maine Atlantic Salmon Commission remained as a policy board for the Management of sea-run Atlantic salmon. The Commission was ultimately abolished during the 124th Maine Legislature due to budget cuts and recognition that a single species management program had limited value within a multi-species management program. All responsibilities including policy direction and research programs were transferred to the Bureau.

The Bureau remains very active in the management of Atlantic salmon. Because this species is listed by the National Oceanic and Atmospheric Administration (NOAA) and the United States Fish and Wildlife Service (USFWS), the coordination and collaboration on projects involving research, planning, management, restoration, or propagation remains a major focus of work. The Bureau has the sole authority to introduce Atlantic salmon into the inland waters, other than in commercial aquaculture facilities. In addition, the Bureau has management responsibility for the Atlantic Salmon Conservation Plan and has cooperative management responsibilities with the Federal Atlantic Salmon Recovery Plan and the newly developed Atlantic Salmon Management Framework.

There are 11 other species of native diadromous fishes, each of which has specific habitat requirements and differing management needs. The historical ranges of commercially harvested species were fairly well documented by Maine's first Commissioners of Fisheries. Shortnose sturgeon and Atlantic sturgeon spawned only in the Kennebec and Penobscot rivers. Populations of Atlantic tomcod, rainbow smelt, and striped bass were more widely distributed along the

DEPARTMENT OF MARINE RESOURCES

coast. Most watersheds had runs of alewife, American eel, American shad, Atlantic salmon, and blueback herring, and in large rivers these fish traveled almost 100 miles from the ocean. Sea lamprey and sea-run brook trout were not harvested commercially, and their historic ranges were not described. By the time the Commissioners of Fisheries were appointed in 1867 most runs of diadromous fishes were greatly reduced or extirpated. Much of the focus now is to restore access to historic habitat to restore these species to their fullest potential.

ORGANIZATION:

The Bureau's main office is in Augusta with a field office in Jonesboro. Because of Maine's large river systems and the nature of diadromous fishes' life cycle, staff work in all counties of the state.

The Bureau Director with the oversight of the Commissioner and Deputy Commissioner oversees management activities.

PROGRAM:

The Bureau has several major recovery areas:

Atlantic salmon focus areas are historic salmon rivers including the Aroostook, Penobscot, Kennebec, Androscoggin, Saco River, Dennys, East Machias, Machias, Pleasant, Narraguagus, Cove Brook, Duck Trap, and Sheepscot. This program involves stocking salmon at various life stages, enumerating and tagging wild salmon parr, identifying and restoring salmon habitat and access to the habitat, and water quality monitoring studies.

The Kennebec, St. Croix, and Androscoggin Rivers are the focus of the most intense shad and river herring restoration on the east coast. The Bureau is involved in developing and implementing over \$100M in fisheries restoration through the Bipartisan Infrastructure Law and other opportunities. DMR is the lead for the largest river herring restoration project in North America on the St. Croix River.

A major focus for diadromous fish restoration is the Federal Energy Regulatory Commission's (FERC) licensing process for hydropower dams. This provides the best opportunity for State agencies to obtain fish passage. The re-licensing process often leads to comprehensive settlement agreements that encompass multiple projects, provide for sequential fish passage, eliminate the need for extensive litigation, and sometimes provide funding for restoration programs. State fisheries agencies expend considerable time and effort in the development of these agreements. Obtaining passage at hydropower projects within historic diadromous fish habitat remains a priority for DMR, because these dams are located on the mainstem of large rivers and impact the greatest number of diadromous fishes.

Habitat restoration and access to historic habitat remains and has become a higher priority focus over the past 3 years. Aside from FERC re-licensing the Bureau has also refocused on the connectivity of smaller rivers and streams. Non-hydro dams as well as road crossings continue to impact the passage of fish to historic habitat. The Bureau organizes fish passage project across the State to prioritize barriers statewide and to secure funding to address passage needs.

DEPARTMENT OF MARINE RESOURCES

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| BUREAU OF SEA RUN FISHERIES AND HABITAT | TOTAL FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|---|---------------------|----------------|-----------------------|--------------|------------------|------------|
| EXPENDITURES | | | | | | |
| SALARIES & WAGES | 1,193,361 | 262,555 | 112,626 | | 818,180 | |
| HEALTH BENEFITS | 271,466 | 53,114 | 31,457 | | 186,895 | |
| RETIREMENTS | 271,209 | 59,058 | 26,748 | | 185,403 | |
| OTHER FRINGE BENEFITS | 28,677 | 6,308 | 2,717 | | 19,652 | |
| COMPUTER SERVICES | 46,608 | 147 | 46,434 | | 27 | |
| CONTRACTUAL SERVICES | 317,716 | 21,528 | 70,912 | | 225,276 | |
| RENTS | 72,372 | 6,515 | 5,410 | | 60,447 | |
| COMMODITIES | 242,937 | 8,810 | 21,692 | | 212,435 | |
| GRANTS, SUBSIDIES, PENSIONS | 488,682 | | | | 488,682 | |
| TRANSFER TO OTHER FUNDS | 99,918 | | 15,681 | | 84,237 | |
| TOTAL EXPENDITURES | 3,032,946 | 418,035 | 333,677 | | 2,281,234 | |

MAINE MARITIME ACADEMY

MAINE MARITIME ACADEMY

JERALD S. PAUL, PRESIDENT

Central Office: 1 PLEASANT ST, CASTINE, ME 04420

Mail Address: 1 PLEASANT ST, CASTINE, ME 04420

Established: 1941

Reference: Policy Area: 02 Umbrella: 75 Unit: 370 Citation: S1941

FAX: (207) 326-2109

Telephone: (207) 326-4311

M.R.S.A., Sect.: 00000037

PURPOSE:

Maine Maritime Academy (the Academy) is a public, co-educational college offering 23 programs of study in engineering, management, science, and transportation. Undergraduate and graduate-level majors prepare students for professional careers and as officers for the merchant marine and the uniformed services of the United States. The mission of the Academy is to provide a quality education focused on marine and related programs. The curriculum empowers students to take on leadership roles, encourage rigorous self-discipline, promote curiosity, and provide graduates with the skills, ethics, and knowledge needed to succeed in the global economy.

ORGANIZATION:

The administrative organization of the Academy is structured to fulfill the mission set forth in its charter. This is accomplished through the following five divisions: Academic Affairs; Advancement; Enrollment Management; Student Affairs; and Financial and Institutional Services. Under the policy guidance furnished by the Board of Trustees, the President of the Academy is the principal executive, being assisted by five division heads, each of whom oversees the respective operating departments. The operation of the Academy is subject to review by the federal government through the Maritime Administration, under regulations prescribed in 46 CFR, 310A. Fiscally, the Academy is supported by state appropriations, student fees and a subsidy from the Maritime Administration. The training ship 'State of Maine' is made available to the Academy by the Maritime Administration, which funds major repairs. The Academy pays the cost of operating the ship on training cruises and while in port in Castine from its operating budget.

The Academy, through its Board of Trustees, is empowered to provide facilities and support services; to hire instructors and other employees; to determine compensation and dispose of property; arrange for actual experience for its students; to borrow money not in excess of \$10,000,000 in aggregate at any time outstanding for the construction or improvement of any buildings or equipment; and to mortgage its property and pledge its revenues.

PROGRAM:

The Academy student enrollment numbers are approximately 900 students. Students from the State of Maine typically represent about two-thirds of this total. Approximately 90 percent of graduates are employed in a wide range of marine, engineering, business, transportation, and other professions within three months of graduation.

The Academy students benefit from hands-on education, international sea-time aboard the training ship the State of Maine or the schooner Bowdoin, cadet shipping aboard commercial vessels, and cooperative education assignments. Students become world-class mariners and engineers, supply chain managers, logistics professionals, and scientists in Maine and beyond.

The schooner Bowdoin, the official vessel of the State of Maine, provides a traditional sail training experience and serves as an enduring symbol of Maine's seafaring heritage. Alumni of the Academy work all over the world. Their success has resulted in a worldwide reputation for excellence and reliability in maritime, business, and scientific fields. The Academy's history dates back to 1941 when the Academy was founded by an act of the 90th Maine Legislature on March 21 of that year.

PUBLICATIONS:

Maine Maritime Academy Website: mainemaritime.edu

Maine Maritime Academy Undergraduate Catalog (online)

MAINE MARITIME ACADEMY

Maine Maritime Academy Viewbook (online)
 Maine Maritime Academy Department Flyers (online)
 Maine Maritime Academy Graduate Catalog (online)
 Maine Maritime Academy Publications: Mariner Alumni Magazine (quarterly)

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| DEPARTMENT SUMMARY | TOTAL FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|-----------------------------|------------------------------|-----------------|-----------------------------|-----------------|------------------|---------------|
| EXPENDITURES | | | | | | |
| GRANTS, SUBSIDIES, PENSIONS | 19,917,567 | 18,565,050 | 186,789 | | 1,165,728 | |
| TOTAL EXPENDITURES | 19,917,567 | 18,565,050 | 186,789 | | 1,165,728 | |
| | | | | | | |
| MAINE MARITIME ACADEMY | TOTAL FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
| EXPENDITURES | | | | | | |
| GRANTS, SUBSIDIES, PENSIONS | 19,917,567 | 18,565,050 | 186,789 | | 1,165,728 | |
| TOTAL EXPENDITURES | 19,917,567 | 18,565,050 | 186,789 | | 1,165,728 | |

DEPARTMENT OF PROFESSIONAL AND FINANCIAL REGULATION

**DEPARTMENT OF PROFESSIONAL AND FINANCIAL
REGULATION**

ANNE L. HEAD, COMMISSIONER

Central Office: 76 NORTHERN AVE, GARDINER, ME 04345

Mail Address: 35 STATE HOUSE STATION, AUGUSTA, ME 04333-0035 *FAX:* (207) 624-8595

Established: 1973 *Telephone:* (207) 624-8511

Reference: Policy Area: 07 *Umbrella:* 02 *Unit:* 027 *Citation:* T0010 *M.R.S.A., Sect.:* 000008001

Average Counts-All Positions: 221.847

Legislative Count: 221.00

Units:

BUREAU OF CONSUMER CREDIT PROTECTION

BOARD OF LICENSURE IN MEDICINE

BOARD OF DENTAL PRACTICE

STATE BOARD OF NURSING

STATE BOARD OF LICENSURE FOR PROFESSIONAL ENGINEERS

STATE BOARD OF OPTOMETRY

BUREAU OF FINANCIAL INSTITUTIONS

BOARD OF OSTEOPATHIC LICENSURE

BUREAU OF INSURANCE

OFFICE OF SECURITIES

OFFICE OF PROFESSIONAL AND OCCUPATIONAL REGULATION

PURPOSE:

The Department of Professional and Financial Regulation serves and protects the public through a broad range of responsibilities and activities, such as examining and overseeing state-chartered financial institutions; regulating bank holding companies; regulating insurance companies, agencies, and producers; regulating grantors of consumer credit; administering and enforcing the Maine Uniform Securities Act; and by licensing and regulating numerous professions and occupations.

The Department protects Maine consumers through its licensing, examining, and auditing activities. It conducts programs aimed at increasing voluntary compliance with State laws, investigates possible violations of law, and undertakes enforcement actions. The Department responds to consumer complaints and requests for information and conducts educational and outreach programs to make consumers aware of their rights under Maine laws.

ORGANIZATION:

The Department of Business Regulation was created in October 1973 as part of state government reorganization designed to consolidate related agencies along functional lines and strengthen executive direction. Some of the agencies originally placed under the jurisdiction of the Department were the Bureau of Banking, the Bureau of Insurance, and the Real Estate Commission.

The Special Session of the 106th Legislature established the Bureau of Consumer Protection (eventually renamed the Bureau of Consumer Credit Protection) to enforce the Maine Consumer Credit Code, which became effective January 1, 1975. In 1987 the name of the Department was changed to Professional and Financial Regulation.

The special session of the 107th Legislature established a central licensing division, now called the Office of Professional and Occupational Regulation (OPOR). Since that time, several new state licensing programs have been created and placed within OPOR. Licensing programs have also been transferred to OPOR from other departments, and existing independent agencies have been moved into OPOR. Today, the Office oversees 29 professional and occupational licensing boards and directly administers 8 licensing programs without boards.

Today, the Department consists of a centralized Administrative Services Division, which includes the Commissioner's Office, and 5 agencies: the Bureau of Financial Institutions (formerly the Bureau of Banking), the Bureau of Insurance, the Bureau of Consumer Credit Protection (formerly the Office of Consumer Credit Regulation), the Maine Office of Securities, and the Office of OPOR.

In addition to programs directly administered by OPOR, 5 professional licensing boards are affiliated with the Department: the Board of Licensure in Medicine, the Maine State Board of Nursing, the State Board of Licensure for Professional Engineers, the Maine State Board of Optometry, and the Board of Osteopathic Licensure.

DEPARTMENT OF PROFESSIONAL AND FINANCIAL REGULATION

PROGRAM:

The Commissioner is the administrative head of the Department. In this capacity, the Commissioner provides centralized budgeting coordination, initiates and monitors all policy implementation and strategic planning, and directs the day-to-day management of the Department. The Commissioner develops the Department's legislative program and coordinates it within the Department and with the Administration.

The Commissioner is responsible for reviewing the policy and operation of agencies within the Department to ensure that each complies with its statutory and public service responsibilities. The Commissioner may not interfere with the exercise of discretionary regulatory or licensing authority vested by statute directly in the bureaus, offices, boards, and commissions of the Department.

In the case of affiliated boards, the Commissioner acts as a liaison with the Governor and with other units of state government. Affiliated boards submit their budgets through the Department.

Internet Address: <https://www.maine.gov/pfr>

LICENSES:

See reports of component units.

PUBLICATIONS:

See reports of component units.

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| DEPARTMENT SUMMARY | TOTAL FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|-----------------------------|---------------------|--------------|-----------------------|--------------|-------------------|------------|
| EXPENDITURES | | | | | | |
| SALARIES & WAGES | 12,931,186 | | 12,927,914 | | 3,272 | |
| HEALTH BENEFITS | 2,992,741 | | 2,992,432 | | 309 | |
| RETIREMENTS | 2,940,642 | | 2,940,048 | | 594 | |
| OTHER FRINGE BENEFITS | 298,082 | | 298,035 | | 47 | |
| COMPUTER SERVICES | 3,750,407 | | 3,735,000 | | 15,407 | |
| CONTRACTUAL SERVICES | 6,990,550 | | 5,600,770 | | 1,389,780 | |
| RENTS | 582,858 | | 571,787 | | 11,071 | |
| COMMODITIES | 64,133 | | 64,133 | | | |
| GRANTS, SUBSIDIES, PENSIONS | 35,424,624 | | | | 35,424,624 | |
| TRANSFER TO OTHER FUNDS | 303,922 | | 300,999 | | 2,923 | |
| TOTAL EXPENDITURES | 66,279,145 | | 29,431,118 | | 36,848,027 | |

BUREAU OF CONSUMER CREDIT PROTECTION

LINDA CONTI, SUPERINTENDENT

WATS: (800) 332-8529

Central Office: 76 NORTHERN AVE., GARDINER, ME 04345

Mail Address: 35 STATE HOUSE STATION, AUGUSTA, ME 04333-0035 FAX: (207) 582-7699

Established: 1975 Telephone: (207) 624-8527

Reference: Policy Area: 07 Umbrella: 02 Unit: 030 Citation: TITLE 9 M.R.S.A., Sect.: 6-103

Average Counts-All Positions: 21.000 Legislative Count: 21.00

PURPOSE:

The Bureau of Consumer Credit Protection was established to protect the citizens of Maine from unfair and deceptive practices with respect to consumer loans, credit sales, and debt collection. A primary responsibility of the agency is to protect Maine consumers through implementation of the Maine Consumer Credit Code.

The Code requires the agency to promote the development of equitable consumer credit practices, encourage competition among credit grantors, and ensure that the regulation of consumer credit transactions in Maine conforms to the policies of the federal Truth-in-Lending Act.

DEPARTMENT OF PROFESSIONAL AND FINANCIAL REGULATION

In addition, the agency is responsible for administration of consumer-related state laws regulating check cashers, collection agencies, consumer finance companies, credit, loan and mortgage servicers, credit reporting agencies, debt management and debt settlement companies, employee leasing companies, foreclosure purchasers, foreign currency exchangers, insurance premium finance companies, I.R.S. Code Section 1031 exchange facilitators, litigation funding companies, loan brokers, money order issuers, mortgage companies, mortgage loan originators, non-bank ATM operators, pawnbrokers, payday lenders, payroll processors, "plain language" consumer loan contract certification, real estate transaction settlement agents, refund anticipation loan facilitators, rent-to-own companies, repossession companies, residential real estate property preservation companies, retail creditors, returned check diversion program providers, student loan servicers, and "guaranteed asset protection" (GAP) debt cancellation contract administrators.

The agency is also responsible for facilitating the state's foreclosure intake, counseling and referral program, receiving information from mortgage lenders and servicers relating to homeowners in default on their loans and providing those consumers with information detailing the availability of counseling, mediation, and legal defense resources. The agency administers and staffs a toll-free mortgage foreclosure prevention hotline (1-888-NO-4CLOZ), providing financial counseling and referral services to homeowners.

The agency serves as the state's "Student Loan Ombudsman," assisting student loan borrowers to resolve disputes with servicers and is required to maintain a registry of student loan servicers.

ORGANIZATION:

The Maine Consumer Credit Code, enacted by the 106th Legislature, took effect on January 1, 1975 and established an independent Bureau of Consumer Protection within the Department of Business Regulation. All personnel of the Division of Personal and Consumer Finance of the Bureau of Banking were absorbed by the Bureau of Consumer Protection. The 110th Legislature changed the name of the agency to the Bureau of Consumer Credit Protection. Public Law 1995, chapter 309 again changed the name of the agency, to the Office of Consumer Credit Regulation, effective January 1, 1996. This legislation also shifted responsibility for ensuring Consumer Credit Code compliance by banks and credit unions to the Bureau of Financial Institutions. The 123rd Legislature re-designated the agency as the Bureau of Consumer Credit Protection, effective September 20, 2007.

PROGRAM:

During FY23, the agency's Complaint Division responded to 246 complaints from Maine consumers, 154 of which have been closed.

The Bureau's Compliance Examination Division examined 151 companies, including 72 payroll processors, 23 automobile dealers, 14 pawnbrokers, 12 sales finance companies, 3 debt collectors, 2 repossession companies, 5 debt management service providers, 1 insurance premium finance company, 3 property preservation providers, 1 rental purchase company, 5 consumer reporting agencies, 1 supervised lender, 1 tax refund loan facilitator, and 8 general creditors. The Bureau cited creditors for 13 violations of the Consumer Credit Code, 1 Truth-in-Lending Act violation, 2 Graham-Leach-Bliley Act violations, 6 Fair Debt Collection Practices Act violations, 1 Fair Credit Reporting Act violation, 3 violations of Bureau rules, and 26 violations of other laws overseen by the Bureau.

During FY23 the Bureau's foreclosure prevention and outreach staff mailed informational letters to 14,358 homeowners in default on their home mortgages.

During FY22 the Bureau opened the Homeowners Assistance Fund (HAF) program for Maine. The Bureau received \$50,000,000 From the U. S. Treasury in American Recovery Plan (ARPA) funds to distribute to homeowners suffering economic hardship associated with the coronavirus pandemic. The program was transferred to Maine Housing in early 2023.

Numbers of licensees for FY23: 2,051 Supervised Lenders including both mortgage and non-mortgage lending companies (519 main offices, 1,532 branches); 880 Other Creditors*; 306 Sales Finance Companies (188 main offices, 118 branches); 7 Insurance Premium Finance Companies (6 main offices, 1 branch); 1,095 Debt Collectors (617 main offices, 478 branches); 237 Loan Brokers, including both

DEPARTMENT OF PROFESSIONAL AND FINANCIAL REGULATION

mortgage and non-mortgage (190 main offices, 47 branches); 14,884 Mortgage Loan Originators; 57 Credit Reporting Agencies; 202 Money Transmitters; 2,244 non-bank ATM terminals; 35 Debt Management Service Providers (27 main offices, 8 branches); 193 Employee Leasing Companies; 7 Check Cashers (6 main offices, 1 branch); 10 Payday Lenders (3 main offices, 7 branches); 73 Refund Anticipation Loan Providers (5 main offices, 68 branches); 65 Residential Real Estate Property Preservation Companies; 15 Exchange Facilitators (11 main offices, 4 branches); 37 Repossession Companies (36 main offices, 1 branch); 5 Litigation Funding Providers (4 main offices, 1 branch); 265 Real Estate Settlement Agencies (209 main offices, 56 branches); 344 Payroll Processors; 62 Guaranteed Asset Protection (GAP) administrators; and 61 Student Loan Servicers (37 main offices, 24 branches). In total, the Bureau oversaw 23,135 licensees and registrants.

*This year's "Other Creditor" tally includes the following categories: 263 Loan Servicers (167 main offices, 96 branches); 5 Manufactured Home Dealers; 129 New Car Dealers (112 main offices, 17 branches); 143 Used Car (116 main offices, 27 branches); 62 Rent-to-Own Merchants (51 main offices, 11 branches); 36 Pawnbrokers; and 242 Miscellaneous Retail Creditors (187 main offices, 55 branches).

LICENSES:

LICENSES: Collection Agencies, Supervised Lenders, Loan Brokers, Repossession Companies, Money Order Issuers/Money Transmitters, Foreclosure Purchasers, Non-Sufficient Funds (NSF) Check Diversion Companies, IRS Code Section 1031 Exchange Facilitators, Insurance Premium Finance Companies, Payday Lenders, Payroll Processors, Residential Real Estate Property Preservation Providers, Refund Anticipation Loan Facilitators, Mortgage Servicers and Mortgage Loan Originators, and Student Loan Servicers.

REGISTRATIONS: Consumer Credit Code Annual Creditor Notifications, Credit Reporting Agencies, Rent-to-Own Companies, Pawnbrokers, Non-bank ATM Operators, Debt Management Service Providers, Check Cashers, Foreign Currency Exchangers, Loan Servicers, Litigation Funding Providers, Manufactured Home Dealers, Used Car Dealers, New Car Dealers, Sales Finance Companies, General Creditors, Real Estate Settlement Agencies, and GAP Administrators.

PUBLICATIONS:

Financial Guide for Maine Veterans
Downeaster Common Sense Guide: Gone Phishing - Identifying and Avoiding Consumer Scams
Downeaster Common Sense Guide: Finding, Buying and Keeping Your Maine Home
Downeaster Guide to Elder Financial Protection
Downeaster Common Sense Guide: Automobile Buying and Financing
Downeaster Common Sense Guide: Credit Reports and Credit Scores
Downeaster Common Sense Guide: Debt Collection
Downeaster Common Sense Guide: Credit Cards, Paper or Plastic?
Downeaster Common Sense Guide: High Interest/High Fee Loans
Downeaster Common Sense Guide: On the Money, A Young Person's Guide to Financial Success
(All booklets are free to Maine residents)

DEPARTMENT OF PROFESSIONAL AND FINANCIAL REGULATION

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| BUREAU OF CONSUMER CREDIT PROTECTION | TOTAL FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|--------------------------------------|---------------------|--------------|-----------------------|--------------|-------------------|------------|
| EXPENDITURES | | | | | | |
| SALARIES & WAGES | 1,128,600 | | 1,125,328 | | 3,272 | |
| HEALTH BENEFITS | 269,015 | | 268,706 | | 309 | |
| RETIREMENTS | 254,590 | | 253,996 | | 594 | |
| OTHER FRINGE BENEFITS | 26,546 | | 26,499 | | 47 | |
| COMPUTER SERVICES | 19,014 | | 14,677 | | 4,337 | |
| CONTRACTUAL SERVICES | 1,314,031 | | 236,562 | | 1,077,469 | |
| RENTS | 19,427 | | 19,427 | | | |
| COMMODITIES | 6,264 | | 6,264 | | | |
| GRANTS, SUBSIDIES, PENSIONS | 11,227,162 | | | | 11,227,162 | |
| TRANSFER TO OTHER FUNDS | 23,379 | | 23,379 | | | |
| TOTAL EXPENDITURES | 14,288,028 | | 1,974,838 | | 12,313,190 | |

**BOARD OF DENTAL PRACTICE
PENNY VAILLANCOURT, EXECUTIVE DIRECTOR**

Central Office: 76 NORTHERN AVE, GARDINER, ME 04345
 Mail Address: 143 STATE HOUSE STATION, AUGUSTA, ME 04333-0143 FAX: (207) 287-8140
 Established: 1891 Telephone: (207) 287-3333
 Reference: Policy Area: 07 Umbrella: 02 Unit: 313 Citation: T0032 M.R.S.A., Sect.: 000018321
 Average Counts-All Positions: 4.000 Legislative Count: 4.00

PURPOSE:

The purpose of the Board of Dental Practiceis to protect the public health and welfare by seeking to ensure that the public is served by competent and honest practitioners. This is done by establishing minimum standards of proficiency, and by examining, licensing, regulating, and disciplining those who practice in the profession. The primary responsibilities of the Board are to license qualified applicants; promulgate rules; investigate complaints and cases of possible noncompliance with laws; and impose discipline when deemed appropriate. The Board issues licenses in the following categories: dentists, dental hygienists, denturists, expanded function dental assistants, and dental radiographers. The Board also issues practice authorities to qualified dental hygienists in the following categories: dental therapy, independent practice dental hygiene, public health dental hygiene, use of nitrous oxide analgesia, and the administration of local anesthesia. The Board also issues permits to qualified dentists to utilize sedation providers or obtain a permit to administer moderate sedation, deep sedation, and/or general anesthesia.

ORGANIZATION:

The Board of Dental Practice was originally established in 1891, and its current composition includes nine-members as follows: 5 dentists, 2 dental hygienists, 1 denturist and 1 public member. The Board also has a Dental Hygienist Subcommittee and a Denturist Subcommittee comprised of denturists, dental hygienists and dentists who make recommendations to the full Board on regulatory matters. All members are appointed by the Governor and meetings are scheduled on a monthly basis.

At its annual meeting, the Board elects from its membership a chair and vice chair. Similarly, the two subcommittees each elect a chair and a secretary at their annual meetings. The National Board Dental Examinations and regional examination entities such as the American Board of Dental Examiners, Inc. serve as the clinical examinations for licensure.

NOTE: Pursuant to Public Law 2023, chapter 17 the Dental Board transitioned from an affiliated board to a licensure board with the Office of Professional and Occupational Regulation (OPOR) and eliminated the Subcommittee on Denturists and the Subcommittee on Dental Hygienists.

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PROGRAM:

During FY23, the Board of Dental Practice met 12 times using mostly remote methods (Zoom platform) to review regular agenda items, including proposed rulemaking, complaint case presentations, application reviews, and adjudicatory hearings. The Subcommittee on Denturists met once during FY23 to review various board policies. The Subcommittee on Dental Hygienists met six times during FY23 to conduct initial reviews of applications, reviews of various board policies, and complaint case presentations. Both Subcommittees report their recommendations to the full Board.

The Board issued licenses in the following categories: 70 dentist licenses, resulting in the total number of dentist licenses to 972 at the end of the fiscal year. The Board did not issue any faculty dentist licenses, resulting in the total number of faculty licenses to 2 at the end of the fiscal year. The Board issued 8 resident dentist licenses, resulting in the total number of resident dentist licenses to 10 at the end of the fiscal year. The Board did not issue any limited dentist licenses for the fiscal year and there are no licenses currently issued in that category. The Board issued 3 temporary dentist licenses, resulting in the total number of temporary dentist licenses to 3 at the end of the fiscal year. The Board issued 75 dental hygiene licenses, resulting in the total number of dental hygiene licenses to 1,380 at the end of the fiscal year. The Board issued 1 temporary dental hygienist license, resulting in the total number of temporary dental hygienist licenses to 2 in this category. The Board issued 2 denturist licenses, leaving a total of 44 denturist licenses at the end of the fiscal year. The Board did not issue any denturist trainee registrations and there are no current registrations in this category. The Board issued 154 dental radiography licenses, resulting in the total number of dental radiography licenses to 1,055 at the end of the fiscal year. The Board issued 10 expanded function dental assistant licenses, resulting in the total number of expanded function dental assistant licenses to 126 at the end of the fiscal year. The Board issued the following practice authorities for the fiscal year to qualified dental hygienists as follows: 26 independent practice dental hygiene - leaving a total of 198 authorities; 9 new public health dental hygiene authorities - leaving a total of 16 authorities; 1 new provisional dental therapist authority - leaving a total of 2 authorities; 36 nitrous oxide analgesia - leaving a total of 373 authorities; and 60 local anesthesia - leaving a total of 822 authorities. The Board issued 11 permits to dentists to administer moderate sedation and/or deep sedation and general anesthesia, leaving a total number of 107 permits for the fiscal year. The Board issued 1 registration to complete sedation training and approved 21 14 Day Notifications under the sedation chapter.

LICENSES:

Dentist
Resident Dentist
Limited Dentist
Dental Hygienist
Dental Hygiene Authorities: Dental Therapy, Independent Practice Dental Hygiene, Public Health Dental Hygiene, Local Anesthesia, and Nitrous Oxide Analgesia
Denturist
Denturist Trainee
Dental Radiographer
Expanded Function Dental Assistant
Sedation Permits: Moderate Sedation, Deep Sedation, and General Anesthesia
14 Day Notification (Sedation)
Faculty: Dentist, Dental Hygienist, Denturist
Temporary: Dentist, Dental Hygienist, Denturist
Registrations (Sedation Training)

PUBLICATIONS:

The Board maintains a website providing consumers and the regulated community with updated practice statutes and agency rules identifying the qualifications for licensure, standards for practice, sedation inspection requirements, consumer complaint process, and continuing education requirements. Board meeting agendas, minutes, and outcomes of consumer cases resulting in disciplinary action are posted to the Board's website. The Board posts legislative reports such as the Government Evaluation Act Report and other committee oversight reports on its website. The Board also publishes on its website periodic informational letters that it distributes to its licensees and interested parties.

DEPARTMENT OF PROFESSIONAL AND FINANCIAL REGULATION

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| BOARD OF DENTAL PRACTICE | TOTAL | | | | | |
|---------------------------|----------------|--------------|-----------------------|--------------|---------------|------------|
| | FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
| EXPENDITURES | | | | | | |
| SALARIES & WAGES | 244,288 | | 244,288 | | | |
| HEALTH BENEFITS | 64,539 | | 64,539 | | | |
| RETIREMENTS | 57,862 | | 57,862 | | | |
| OTHER FRINGE BENEFITS | 5,867 | | 5,867 | | | |
| COMPUTER SERVICES | 16,499 | | 16,499 | | | |
| CONTRACTUAL SERVICES | 121,452 | | 121,452 | | | |
| RENTS | 2,864 | | 2,864 | | | |
| COMMODITIES | 2,618 | | 2,618 | | | |
| TRANSFER TO OTHER FUNDS | 8,986 | | 8,986 | | | |
| TOTAL EXPENDITURES | 524,975 | | 524,975 | | | |

STATE BOARD OF LICENSURE FOR PROFESSIONAL ENGINEERS

BRENT M. BRIDGES, PE, CHAIR
DAVID JACKSON, EXECUTIVE DIRECTOR

Central Office: 295 WATER ST., STE. 207, AUGUSTA, ME 04330
 Mail Address: 92 STATE HOUSE STATION, AUGUSTA, ME 04333-0092 FAX: (207) 287-3239
 Established: 1935 Telephone: (207) 287-3236
 Reference: Policy Area: 07 Umbrella: 02 Unit: 322 Citation: T0032 M.R.S.A., Sect.: 000001301
 Average Counts-All Positions: 2.000 Legislative Count: 2.00

PURPOSE:

The State Board of Licensure for Professional Engineers protects the public by establishing and maintaining professional standards for the regulation of the practice of engineering in Maine. The Board is authorized to examine qualifications of applicants and certify Engineer Interns and license Professional Engineers in Maine; to renew licenses upon receipt of required fees; to maintain a roster of all licensees; to make rules not inconsistent with state laws relating to professional engineers; to investigate complaints of alleged violations of such laws and rules; to conduct hearings; to subpoena witnesses and evidence; and to institute disciplinary action as warranted.

ORGANIZATION:

The Board has seven members. The Governor appoints five Professional Engineers and one public member for staggered five-year terms. The seventh board member is the Chief Engineer of the Maine Department of Transportation, who serves ex-officio. Board members elect a chair and a vice-chair from their membership each year.

The Board maintains membership in the National Council of Examiners for Engineering and Surveying (NCEES). Board members and staff participate in NCEES activities and serve on national committees with other member boards from all fifty states, the District of Columbia, and four U.S. territories. NCEES members promote reciprocal licensure and help assure minimum standards of competence to practice. Board members also maintain membership in professional engineering societies. These efforts keep the Board informed of trends in the engineering profession.

PROGRAM:

As of June 30, 2023, there were 7,469 professional engineers licensed in Maine. Of that total, 2,031, or 27%, are Maine residents.

During FY23, 539 candidates were licensed as professional engineers: 90 qualified for original licensure through examination. 449 qualified for licensure by comity with other jurisdictions. The 443 comity applicants (98.6% of comity applicants) who submitted an NCEES Record with their application received an expedited approval process because their credentials are reviewed and verified in advance by NCEES to a standard that meets or exceeds the standards required under Maine

DEPARTMENT OF PROFESSIONAL AND FINANCIAL REGULATION

law.

Professional qualifying examinations are administered under an agreement between the Board and the National Council of Examiners for Engineering and Surveying (NCEES). All computer-based testing (CBT) format exams are administered in Maine at the Pearson Vue Test Centers in Westbrook and Bangor.

The Principles and Practices of Engineering Exam (PE) and the Structural Exam (SE) are qualifying exams for professional engineering licensure. The Fundamentals of Engineering Exam (FE) is the qualifying exam for engineer intern certification.

The final administration of the NCEES SE examinations in paper format will be held in regional locations through the US in October 2023. No paper SE examinations were administered in Maine in FY23.

Beginning in 2024, the SE exam will be offered in computer-based testing (CBT) format in 4 separate 4-hour component parts, which can be taken individually over a span of up to 5 years. A passing score is achieved only after a candidate has received an acceptable result on all 4 component parts.

Since January 1, 2022, the NCEES PE exams are only offered in computer-based testing (CBT) format. Major exams are offered year-round, while minor exams (those with a limited examinee pool) are offered on a single date in either April or October.

PE Exam results for FY23 are as follows:

PE exam candidates: 170 PE exam candidates passing: 104 (61%)

The FE exam is administered year-round through computer-based testing (CBT) at Pearson Vue Test Centers. Applicants apply for Engineer Intern Certification after passing the FE exam and graduating from an approved degree program.

FE Exam results for FY23 are as follows:

FE exam candidates: 240 FE exam candidates passing: 126 (52.5%)

Board meetings were held on these dates during FY23: August 18, 2022; November 17, 2022; January 19, 2023; March 23, 2023; and June 15, 2023.

LICENSES:

Professional Engineer License
 Engineer Intern Certification

PUBLICATIONS:

"Roster of Professional Engineers" \$10.00 (printed) - available free online.
 "Title 32, Revised Statutes of Maine, Chapter 19, Engineers"
 "02-322 C.M.R. Ch. 1-6"
 "Newsletter" - Electronic - emailed to all licensees and available free online.

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| STATE BOARD OF LICENSURE FOR PROFESSIONAL ENGINEERS | TOTAL FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|--|------------------------------|-----------------|-----------------------------|-----------------|------------------|---------------|
| EXPENDITURES | | | | | | |
| SALARIES & WAGES | 143,426 | | 143,426 | | | |
| HEALTH BENEFITS | 36,237 | | 36,237 | | | |
| RETIREMENTS | 36,260 | | 36,260 | | | |
| OTHER FRINGE BENEFITS | 3,468 | | 3,468 | | | |
| COMPUTER SERVICES | 10,210 | | 10,210 | | | |
| CONTRACTUAL SERVICES | 40,120 | | 40,120 | | | |
| RENTS | 13,998 | | 13,998 | | | |
| COMMODITIES | 1,484 | | 1,484 | | | |
| TRANSFER TO OTHER FUNDS | 5,476 | | 5,476 | | | |
| TOTAL EXPENDITURES | 290,679 | | 290,679 | | | |

DEPARTMENT OF PROFESSIONAL AND FINANCIAL REGULATION

BUREAU OF FINANCIAL INSTITUTIONS
LLOYD P. LAFOUNTAIN III, SUPERINTENDENT

WATS: (207) 624-8570

Central Office: 76 NORTHERN AVE., GARDINER, ME 04345
Mail Address: 36 STATE HOUSE STATION, AUGUSTA, ME 04333-0036 FAX: (207) 624-8590
Established: 1927 Telephone: (207) 624-8570
Reference: Policy Area: 07 Umbrella: 02 Unit: 029 Citation: T0009B M.R.S.A., Sect.: 000000121
Average Counts-All Positions: 18.000 Legislative Count: 18.00

PURPOSE:

The Bureau of Financial Institutions was established to supervise all financial institutions chartered by the State and to maintain and promote the following: safe and sound financial practices; strength, stability, and efficiency of financial institutions; security of deposit and share funds; reasonable and orderly competition; and development and expansion of financial services advantageous to the public welfare.

The Bureau has been given the authority and responsibility to promulgate rules and regulations to govern the activities, operations, and procedures of financial institutions; conduct examinations of each financial institution supervised by the Bureau at least every 36 months; require reports and information necessary for proper supervision; summon persons and subpoena witnesses in connection with Bureau matters; order any state-chartered financial institution to cease violating any law or regulation or cease engaging in any unsafe and unsound financial practice; and approve or deny applications for new charters and applications by existing financial institutions to merge, acquire, consolidate, close offices, or convert to another charter. In 1996, the Bureau assumed the responsibility for enforcing Title 9-A M.R.S., the Maine Consumer Credit Code, with respect to financial institutions. In 2004, the Bureau assumed the responsibility for licensing and examining payroll processors that are financial institutions or subsidiaries of financial institutions.

ORGANIZATION:

The Bureau of Financial Institutions is an agency within the Department of Professional and Financial Regulation and divided into two functional sections with the responsibility for coordination and development of each area delegated to a senior manager. The Deputy Superintendent - Examinations supervises the Bureau's field examination staff, coordinates and monitors examinations, and provides close supervision of problem institutions. The Deputy Superintendent - Research, Administration & Legal Affairs is responsible for the development of the Bureau's database, bank monitoring systems, legislative and rulemaking activities, financial analyses, applications processing, consumer complaint resolutions, consumer outreach activities, and management of the office staff.

PROGRAM:

The Examination Division is responsible for examining in the areas of safety and soundness, information technology, bank holding companies, trust services, Bank Secrecy Act, and compliance. During FY23, 13 safety and soundness examinations and 44 specialized examinations (i.e., trust, compliance, information technology, Bank Secrecy Act, payroll processing, and visitations) were completed. The above includes 2 safety and soundness examinations conducted jointly with federal regulators. A computer-based system also monitors bank performance between on-site visits.

In FY23, the Bureau received and processed: a) 9 notifications from Maine financial institutions to establish or relocate a branch within the State of Maine; b) 2 notifications from financial institutions to establish an interstate branch; c) 1 notification from a Maine financial institution to engage in a closely-related activity; d) 1 field of membership expansion for a Maine credit union; e) 1 application from Maine financial institutions to merge; f) 1 application for a change in control of a Maine financial institution; and g) 1 liquidation resulting in dissolution.

The Consumer Outreach Program provides a source of information for users of financial services in Maine. Through this program, the Bureau mediates disputes and interacts with the regulated community. In FY23, the Bureau responded to 479 consumer complaints and inquiries and assisted Maine consumers in obtaining

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restitution and other remedies. The Bureau maintains consumer resources on its website where consumers can learn about identity theft, internet fraud, money management, foreclosure assistance, and a variety of other topics related to financial products and services. In addition, Bureau outreach staff participate in training events and in a multijurisdictional working group that seeks to alert and inform consumers about financial scams and available resources.

LICENSES:

Payroll Processors

PUBLICATIONS:

Annual Report from the Superintendent to the Legislature for 2023 (back issues 1996-2022 available).
 Consumer brochures available to the public: Bureau of Financial Institution's Consumer Outreach Program; Credit Reports and Identify Theft; Debit Card Holds; Save and Protect Your Money.

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| BUREAU OF FINANCIAL INSTITUTIONS | TOTAL | | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|-------------------------------------|------------------|-----------------|-----------------------------|-----------------|------------------|---------------|
| | ALL FUNDS | GENERAL FUND | | | | |
| EXPENDITURES | | | | | | |
| SALARIES & WAGES | 1,186,274 | | 1,186,274 | | | |
| HEALTH BENEFITS | 264,365 | | 264,365 | | | |
| RETIREMENTS | 273,196 | | 273,196 | | | |
| OTHER FRINGE BENEFITS | 26,322 | | 26,322 | | | |
| COMPUTER SERVICES | 9,772 | | 9,772 | | | |
| CONTRACTUAL SERVICES | 176,535 | | 176,535 | | | |
| RENTS | 31,714 | | 31,714 | | | |
| COMMODITIES | 5,730 | | 5,730 | | | |
| TRANSFER TO OTHER FUNDS | 17,727 | | 17,727 | | | |
| TOTAL EXPENDITURES | 1,991,635 | | 1,991,635 | | | |

BUREAU OF INSURANCE

TIMOTHY SCHOTT, ACTING SUPERINTENDENT

WATS: (800) 300-5000

Central Office: 76 NORTHERN AVE., GARDINER, ME 04345

Mail Address: 34 STATE HOUSE STATION, AUGUSTA, ME 04333-0034 FAX: (207) 624-8599

Established: 1970 Telephone: (207) 624-8475

Reference: Policy Area: 07 Umbrella: 02 Unit: 031 Citation: T0024A M.R.S.A., Sect.: 000000200

Average Counts-All Positions: 72.000 Legislative Count: 72.00

PURPOSE:

To regulate all insurance entities and persons authorized to transact the business of insurance in Maine for the purpose of protecting the public interest. To accomplish this purpose the Maine Bureau of Insurance (MBOI) is empowered to license insurance companies, non-profit hospital, medical or other health service organizations, health maintenance organizations, medical utilization review entities, third-party administrators, advisory organizations, captive insurance companies, multiple employer welfare arrangements, pharmacy benefit managers, and reinsurance intermediaries/managers. The MBOI registers preferred provider organizations, risk purchasing groups, risk retention groups, managing general agents, pharmacy benefits managers, and service contract providers.

The MBOI examines and analyzes insurance companies domiciled in the State of Maine. Financial examinations are performed not less than once every five years. Financial examinations assess domestic insurance companies' internal control environment, identify the insurer's prospective risks, and validate certain balance sheet accounts. Financial analysis is performed quarterly. Financial analysis includes follow-up of issues identified through the examination process, ratio analysis, ongoing compliance analysis, and capitalization analysis. In addition, the MBOI has certain limited responsibilities for the examination of

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foreign insurers authorized to do business in the state. The MBOI also reviews the annual statutory financial statements of insurance companies and licenses qualified applicants as insurance producers, consultants, and adjusters.

The MBOI is responsible for the administration of the rate-regulatory law of the State of Maine, and all policy forms, contracts, and illustrations. For those lines, where it is required, the MBOI reviews the advertising/marketing materials proposed to be used in Maine. The MBOI provides assistance to consumers regarding certain insurance related matters. The MBOI may seek suspension or revocation of licenses or impose financial penalties in instances where insurance companies, producers, consultants, or adjusters have failed to comply with the lawful regulations of the MBOI or the statutory provisions of 24 M.R.S.A. or 24-A M.R.S.A. Such enforcement action may result from a complaint or other investigation or a market conduct examination undertaken by the MBOI. The MBOI also, pursuant to 39-A M.R.S.A., authorizes and reviews workers' compensation self-insurers including entities, groups, and certain reinsurance accounts.

ORGANIZATION:

In 1868, a State Bank and Insurance Examiner was appointed and charged with making annual examinations of banks and insurance companies. Two years later, in 1870, the Office of the Insurance Commissioner was created, with the provision that this person could not at the same time serve as the Examiner of Banks. The Office of the Insurance Commissioner became the Insurance Department in 1959. Under the plan for State Government reorganization, the Insurance Department became the MBOI and was placed within the Department of Professional and Financial Regulation effective October 3, 1973.

PROGRAM:

The programs of the MBOI are implemented through various work units. The Property and Casualty Unit (PCU) provides consumer assistance, analyzes, and regulates policy forms and rates for property and casualty insurance. PCU also resolves complaints involving workers' compensation rating issues and reviews all workers' compensation filings. PCU conducts consumer outreach throughout the year, including the production of informational brochures.

The Administrative Unit is responsible for the organization and maintenance of administrative and legislative files.

The Licensing Unit processes licenses for producers, adjusters, consultants, and agencies.

The Examination Unit examines domestic insurance companies.

The Alternative Risk Unit reviews and evaluates applications for self-insurers of workers' compensation, captive insurance companies, multiple employer welfare arrangements, continuing care retirement communities, health alliances, and reinsurance arrangements.

The Financial Analysis Unit (FAU) issues licenses to domestic insurers transacting business in Maine and monitors the solvency of insurers transacting business in Maine. Insurance companies seeking licensure submit financial and operational information to FAU for review. The level of ongoing financial review and analysis is determined by the entity's status as a domestic or foreign insurance company. FAU also reviews the following applicants: HMOs, surplus lines companies, risk retention groups, risk purchasing groups, managing general agents, reinsurance intermediaries, accredited reinsurers, fraternal benefit societies, third party administrators, and service contract providers. FAU also performs market analysis. The market analysis function involves reviewing complaint data and financial results to determine companies that need market reviews.

The Market Conduct Unit (MCU) is responsible for ongoing surveillance of the Maine insurance marketplace to identify companies that may be operating in a manner that is not consistent with Maine laws, rules and regulations. Once identified, MCU takes action to bring the target company into compliance.

The Consumer Health Care Division (CHCD) reviews all life and health policy forms and processes license applications for medical utilization review entities and preferred provider organizations. CHCD also reviews managed care networks, provides information to consumers regarding health care plans, assists enrollees in understanding their rights under health care plans, and assists consumers with complaints. CHCD conducts consumer outreach throughout the year, attends various outreach events, and produces informational brochures.

The Life and Health Actuarial Unit (LHA) reviews rates for health, long-term care, and Medicare supplement. LHA also evaluates mandated benefits, maintains related databases, and is responsible for the data analysis of the individual and small group markets.

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LICENSES:

Licenses: Insurance Producers (Resident & Nonresident); Insurance Adjusters (Resident & Nonresident); Insurance Consultants (Resident & Nonresident); Insurance Agencies (Resident & Nonresident); Insurance Companies; Fraternal Insurance Companies; Inter-Insurers; Health Maintenance Organizations; Non-profit Hospital Medical Associations; Medical Utilization Review Entities; Third-party Administrators; Advisory Organizations; Reinsurance Intermediary-Broker; Reinsurance Intermediary Manager; Captive Insurance Companies; Multiple Employer Welfare Arrangements; Pharmacy Benefit Management Entities. Authority: Workers' Compensation Self-insurers; Surplus Lines Insurance Companies.

Approvals: Workers' Compensation Self-insured Reinsurance Arrangements.

Registration: Preferred Provider Organizations; Risk Purchasing Groups; Risk Retention Groups; Third-Party Prescription Programs; Managing General Agents; Structured Settlement Transferees; and Service Contract Providers.

PUBLICATIONS:

The bureau provides a number of consumer guides to provide information about various kinds of insurance. These guides provide information about purchasing, coverage, claims, complaints and more and can be found online at <https://www.maine.gov/pfr/insurance>.

Consumer Guides by Kind of Insurance and Category:

- Auto Insurance
- Commercial Property & Liability Insurance
- Disability Insurance
- Health Insurance
- Homeowners and Renters Insurance
- Life Insurance, Annuities & Viaticals
- Long-Term Care Insurance
- Medicare Supplement Insurance
- Pet Insurance
- Workers' Compensation Insurance

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| BUREAU OF INSURANCE | TOTAL FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|-----------------------------|---------------------|--------------|-----------------------|--------------|-------------------|------------|
| EXPENDITURES | | | | | | |
| SALARIES & WAGES | 4,310,325 | | 4,310,325 | | | |
| HEALTH BENEFITS | 973,865 | | 973,865 | | | |
| RETIREMENTS | 985,503 | | 985,503 | | | |
| OTHER FRINGE BENEFITS | 102,226 | | 102,226 | | | |
| COMPUTER SERVICES | 13,189 | | 13,189 | | | |
| CONTRACTUAL SERVICES | 1,778,390 | | 1,504,686 | | 273,704 | |
| RENTS | 109,321 | | 109,321 | | | |
| COMMODITIES | 5,172 | | 5,172 | | | |
| GRANTS, SUBSIDIES, PENSIONS | 24,197,462 | | | | 24,197,462 | |
| TRANSFER TO OTHER FUNDS | 79,396 | | 76,774 | | 2,622 | |
| TOTAL EXPENDITURES | 32,554,849 | | 8,081,061 | | 24,473,788 | |

OFFICE OF PROFESSIONAL AND OCCUPATIONAL REGULATION

ANNE L. HEAD, DIRECTOR

TTY: (888) 577-6690

Central Office: 76 NORTHERN AVE., GARDINER, ME 04345

Mail Address: 35 STATE HOUSE STATION, AUGUSTA, ME 04333-0035 FAX: (207) 624-8637

Established: 1976 Telephone: (207) 624-8603

Reference: Policy Area: 07 Umbrella: 02 Unit: 041 Citation: T0010 M.R.S.A., Sect.: 000008003

Average Counts-All Positions: 58.000 Legislative Count: 58.00

DEPARTMENT OF PROFESSIONAL AND FINANCIAL REGULATION

PURPOSE:

The Office of Professional and Occupational Regulation (OPOR) administers 38 professional and occupational licensing programs. The statutory mission of OPOR and its licensing programs is to ensure that the public is served by competent and honest practitioners who have demonstrated a minimum level of proficiency in their fields. OPOR staff implements legislatively set qualifications for licensure and standards of practice and ethical conduct in conjunction with licensing boards and assists in conducting disciplinary proceedings.

ORGANIZATION:

OPOR staff is comprised of 57 full-time employees, including regulatory board managers, investigators, inspectors, and support staff, organized into administrative work units. Reporting to the Director are the Executive Director of the Manufactured Housing Board, Director of the Real Estate Commission, an attorney, Executive Director of the Board of Dental Practice and four regulatory board managers. OPOR staff members are responsible for ensuring that licensing programs meet statutory mandates.

PROGRAM:

Licensing: OPOR is an umbrella state agency that administers 38 licensing programs.

Complaints: During FY23 (July 1, 2022 - June 30, 2023), 1,156 complaints were active, 721 new complaints were opened, and 637 were closed.

Internet Address: <https://www.maine.gov/pfr/professionallicensing>

LICENSES:

During FY23, OPOR maintained records of more than 119,508 active and inactive licenses for professions ranging from Accountancy to Veterinary Medicine.

PUBLICATIONS:

OPOR maintains a comprehensive website that offers on-line initial license and license renewal for most professions, as well as information on license and continuing education requirements and disciplinary actions taken by regulatory programs. In addition, the agency uses the state GovDelivery subscription service to update licensees and the public about new information and important developments in each program.

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| OFFICE OF PROFESSIONAL AND OCCUPATIONAL REGULATION | TOTAL FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|---|------------------------------|-----------------|-----------------------------|-----------------|------------------|---------------|
| EXPENDITURES | | | | | | |
| SALARIES & WAGES | 2,955,704 | | 2,955,704 | | | |
| HEALTH BENEFITS | 751,023 | | 751,023 | | | |
| RETIREMENTS | 655,586 | | 655,586 | | | |
| OTHER FRINGE BENEFITS | 67,523 | | 67,523 | | | |
| COMPUTER SERVICES | 148,746 | | 137,676 | | 11,070 | |
| CONTRACTUAL SERVICES | 1,537,672 | | 1,499,065 | | 38,607 | |
| RENTS | 221,807 | | 210,736 | | 11,071 | |
| COMMODITIES | 18,834 | | 18,834 | | | |
| TRANSFER TO OTHER FUNDS | 76,798 | | 76,497 | | 301 | |
| TOTAL EXPENDITURES | 6,433,693 | | 6,372,644 | | 61,049 | |

OFFICE OF PROFESSIONAL AND OCCUPATIONAL REGULATION
BOARDS/COMMISSIONS

| | |
|--|----------|
| Board of Accountancy Matthew Kaply, Board Manager | 624-8605 |
| State Board of Alcohol and Drug Counselors Kristina Halvorsen, Board Manager | 624-8420 |
| Maine State Board for Licensure of Architects, Landscape Architects and Interior Designers Cathy Pendergast, Board Manager | 624-8518 |
| Athletic Trainers Holly Poirier, Board Manager | 624-8617 |
| Board of Licensing of Auctioneers Cathy Pendergast, Board Manager | 624-8518 |
| Barbering and Cosmetology Licensing Program Geraldine Betts, Program Manager | 624-8625 |
| Boilers and Pressure Vessels Safety Program Matthew Kaply, Program Manager | 624-8605 |
| Charities/Professional Fund Raisers Holly Poirier, Board Manager | 624-8617 |
| Board of Chiropractic Licensure Geraldine Betts, Board Manager | 624-8625 |
| Board of Complementary Health Care Providers Geraldine Betts, Board Manager | 624-8625 |
| Board of Counseling Professionals Licensure Kristina Halvorsen, Board Manager | 624-8420 |
| Board of Dental Practice Penny Vaillancourt, Executive Director | 287-3333 |
| Board of Licensure of Dietetic Practice Kristina Halvorsen, Board Manager | 624-8420 |
| Electricians' Examining Board Matthew Kaply, Board Manager | 624-8605 |
| Elevator and Tramway Safety Program Matthew Kaply, Program Manager | 624-8605 |
| Board of Licensure of Foresters Cathy Pendergast, Board Manager | 624-8518 |
| State Board of Funeral Service Holly Poirier, Board Manager | 624-8617 |
| Board of Certification for Geologists and Soil Scientists Matthew Kaply, Board Manager | 624-8605 |
| Board of Speech, Audiology and Hearing Holly Poirier, Board Manager | 624-8617 |
| Interpreters for the Deaf & Hard-of-Hearing Holly Poirier, Board Manager | 624-8617 |

| | |
|---|----------|
| Board of Licensure for Professional Land Surveyors Cathy Pendergast, Board Manager | 624-8518 |
| Maine Fuel Board Matthew Kaply, Board Manager | 624-8605 |
| Manufactured Housing Board Peter Holmes, Executive Director | 624-8608 |
| Massage Therapy Licensing Program Holly Poirier, Board Manager | 624-8617 |
| Nursing Home Administrator Licensing Board Kristina Halvorsen, Administrator | 624-8420 |
| Board of Occupational Therapy Practice Holly Poirier, Board Manager | 624-8617 |
| Board of Pharmacy Geraldine Betts, Board Manager | 624-8625 |
| Board of Examiners in Physical Therapy Geraldine Betts, Board Manager | 624-8625 |
| Plumbers' Examining Board Matthew Kaply, Board Manager | 624-8605 |
| Board of Licensure of Podiatric Medicine Kristina Halvorsen, Board Manager | 624-8420 |
| State Board of Examiners of Psychologists Kristina Halvorsen, Board Manager | 624-8420 |
| Radiologic Technology Board of Examiners Kristina Halvorsen, Board Manager | 624-8420 |
| Board of Real Estate Appraisers Cathy Pendergast, Board Manager | 624-8518 |
| Real Estate Commission Cathy Pendergast, Director | 624-8518 |
| Board of Respiratory Care Practitioners Kristina Halvorsen, Board Manager | 624-8420 |
| State Board of Social Worker Licensure Kristina Halvorsen, Board Manager | 624-8420 |
| Transient Sellers Holly Poirier, Board Manager | 624-8617 |
| State Board of Veterinary Medicine Geraldine Betts, Administrator | 624-8625 |

BOARD OF LICENSURE IN MEDICINE
MAROULLA S. GLEATON, MD, CHAIR
DENNIS E. SMITH, EXECUTIVE DIRECTOR

Central Office: 161 CAPITOL ST., AUGUSTA, ME 04330
Mail Address: 137 STATE HOUSE STATION, AUGUSTA, ME 04333-0137 *FAX:* (207) 287-6590
Established: 1995 *Telephone:* (207) 287-3601
Reference: Policy Area: 07 *Umbrella:* 02 *Unit:* 373 *Citation:* T0032 *M.R.S.A., Sect.:* 000003263
Average Counts-All Positions: 10.847 *Legislative Count:* 10.00

PURPOSE:

The Board of Licensure in Medicine (Board) was established in 1895, and was named at that time the Board of Registration of Physicians and Surgeons. The Board's mission is to protect the public. It accomplishes this by: ensuring that applicants for licensure are ethical and competent to practice medicine or render medical services; investigating and, when appropriate, disciplining licensees; and educating licensees through rule-making, letters of guidance, and by providing educational outreach such as links to relevant medical practice issues on its website.

ORGANIZATION:

When established in 1895, the Board consisted of 6 physicians appointed by the Governor. The physicians served for terms of 6 years. Since that time, the Legislature has changed the name and composition of the Board. At present, the Board is comprised of 11 members: six physicians; three public members; and two physician assistants. All members are appointed by the Governor for terms of six years unless they are completing the term of a former member.

Although the law only requires the Board to meet quarterly, the Board convenes regular monthly meetings and typically meets 12 times per year. In July of odd-numbered years the Board elects a chair and a secretary, each of which have specific duties. Board meetings are open to the public and meeting dates and times are published on its website, and in the "Weekly Legislative Calendar." Any person may receive a public agenda in advance of any meeting by visiting the Board's website, <https://www.maine.gov/md>, or by telephone request to the Board office.

The Board is affiliated with the Department of Professional and Financial Regulation but retains operational management and decision-making autonomy. Physician appointees to the Board must be graduates of legally chartered colleges or universities which confer degrees in medicine and must have actively engaged in the licensed practice of medicine in Maine for at least five years preceding appointment. Public representative appointees or their immediate household member(s) may not earn income from activities related to the practice of medicine. The physician assistant appointees must be licensed by the Board and actively engaged in rendering medical services in Maine for at least five years preceding appointment to the Board.

Organizations in which the Board participates include the Eastern Region Medical Boards, the Federation of State Medical Boards, the Interstate Medical Licensure Compact Commission, the International Association of Medical Regulatory Authorities, and Administrators in Medicine.

PROGRAM:

LICENSURE: The Board utilizes the Federation Credentials Verification Service (FCVS) of the Federation of State Medical Boards as well as employment history to evaluate the qualifications of applicants for licensure. In addition, the Board is a member of the Interstate Medical Licensure Compact and issued letters of qualification and expedited licenses to qualified applicants.

COMPLAINTS, INVESTIGATIONS, AND DISCIPLINE: The Board receives complaints from the public including patients or relatives of patients. In addition, the Board initiates complaints and investigations based upon information received from a variety of sources including but not limited to healthcare providers, healthcare entities, law enforcement, the Department of Health and Human Services, other licensing boards, and the Federation of State Medical Boards Disciplinary Alert system. The Board imposes discipline by either entering into a Consent Agreement

DEPARTMENT OF PROFESSIONAL AND FINANCIAL REGULATION

with the licensee and the Office of Attorney General or by issuing a Decision and Order following a hearing in conformance with the Maine Administrative Procedure Act. All disciplinary actions are reported to the National Practitioner Data Bank and the Federation of State Medical Boards. In calendar year 2022, the Board issued 19 adverse actions. License and discipline information is available at no cost at the Board office, by telephone, and on the Board's website: <https://www.maine.gov/md>.

LICENSES:

- M.D. License to Practice Medicine and Surgery
- M.D. License to Practice Medicine and Surgery as a Camp Physician
- M.D. Temporary License to Practice Medicine and Surgery
- M.D. Emergency License
- M.D. Administrative License
- M.D. Temporary Educational Certificate
- M.D. Volunteer License
- M.D. Consultative Telemedicine Registration
- M.D. Emeritus License
- Physician Assistant License Clinical
- Physician Assistant License Non-clinical

PUBLICATIONS:

- Consumer's Guide to the Licensing, Regulation, and Disciplining of Physicians in Maine
- Licensee's Guide to the Complaint Process
- Guide to the Informal Conference Process
- Guide to the Adjudicatory Hearing Process

VIDEOS:

- Board Overview, <https://www.maine.gov/md/about>
- MD & PA Applications, <https://www.maine.gov/md/licensure/md-license>
- When to file a Complaint, <https://www.maine.gov/md/complaint/file-complaint>
- Investigative Process & Filing a Complaint, <https://www.maine.gov/md/complaint/file-complaint>

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| BOARD OF LICENSURE IN MEDICINE | TOTAL | | SPECIAL | | | |
|--------------------------------|------------------|--------------|------------------|--------------|---------------|------------|
| | ALL FUNDS | GENERAL FUND | REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
| EXPENDITURES | | | | | | |
| SALARIES & WAGES | 654,207 | | 654,207 | | | |
| HEALTH BENEFITS | 143,371 | | 143,371 | | | |
| RETIREMENTS | 126,113 | | 126,113 | | | |
| OTHER FRINGE BENEFITS | 14,754 | | 14,754 | | | |
| COMPUTER SERVICES | 63,834 | | 63,834 | | | |
| CONTRACTUAL SERVICES | 589,270 | | 589,270 | | | |
| RENTS | 55,985 | | 55,985 | | | |
| COMMODITIES | 2,013 | | 2,013 | | | |
| TRANSFER TO OTHER FUNDS | 16,851 | | 16,851 | | | |
| TOTAL EXPENDITURES | 1,666,398 | | 1,666,398 | | | |

STATE BOARD OF NURSING
VALERIE FULLER, DNP, CHAIR
KIM ESQUIBEL PHD, MSN, MPA, RN, EXECUTIVE DIRECTOR

Central Office: 161 CAPITOL ST., AUGUSTA, ME 04330
 Mail Address: 158 STATE HOUSE STATION, AUGUSTA, ME 04333 FAX: (207) 287-1149
 Established: 1915 Telephone: (207) 287-1133
 Reference: Policy Area: 07 Umbrella: 02 Unit: 380 Citation: T0032 M.R.S.A., Sect.: 000002151
 Average Counts-All Positions: 8.000 Legislative Count: 8.00

DEPARTMENT OF PROFESSIONAL AND FINANCIAL REGULATION

PURPOSE:

The mission of the State Board of Nursing is to protect the public health and welfare in the area of nursing practice. The Board accomplishes this by: ensuring that applicants for licensure are ethical and competent to practice nursing or render nursing services; approving the credentials of registered nurses who have completed an educational program that prepares the registered nurse to function as an advanced practice registered nurse (certified nurse practitioner, certified nurse-midwife, certified registered nurse anesthetist, and certified clinical nurse specialist; investigating and, when appropriate, disciplining licensees; prescribing curricula and establishing standards for prelicensure nursing educational programs preparing persons for licensure as registered nurses or as licensed practical nurses; prescribing the curriculum of programs of training that prepare certified nursing assistants to perform selected nursing services when such services are delegated by a registered nurse; and educating licensees through rule-making, letters of guidance/concern, and by providing educational outreach such as providing links to relevant nursing practice issues on its website.

ORGANIZATION:

The State Board of Nursing was originally created as the Board of Examination and Registration of Nurses in 1915 and received its present name in 1959. From 1947 until 1961, the Board's office was located in Lewiston. In 1961, the office was moved to Portland, and in 1973, it was relocated to Augusta.

In 1995, an advanced practice registered nurse member was added to the Board of Nursing, which changed the composition of the Board as follows: one advanced practice registered nurse, five registered professional nurses (two from nursing education, two from nursing service, one from long-term care), one licensed practical nurse, and two representatives of the public. All members are appointed by the Governor for terms of four years. The Board annually elects from its membership a chairperson and a secretary. In addition, the Board appoints and employs an executive director, assistant executive director, and other qualified persons, not members of the Board.

In 1991, the Board of Nursing was affiliated with the Department of Professional and Financial Regulation, but retains operational management and decision-making autonomy.

PROGRAM:

During FY23 the Board met in 4 regular sessions for a total of 8 days; the Board met in 6 special sessions for a total of 6 days; the Board held 8 adjudicatory hearing sessions. In addition, Board members participated in committee meetings; served on committees of the National Council of State Boards of Nursing; and represented the Board at conferences or meetings with individuals or groups on matters pertinent to Board business.

LICENSURE: A major responsibility of the Board of Nursing is the licensure of practitioners of nursing. The law provides that licensure as a registered nurse or as a licensed practical nurse in this State may be obtained by examination or endorsement of a license legally issued by the licensing authority of another state or country. In addition, Maine is a member of the Nurse Licensure Compact (NLC) which allows registered professional nurses and licensed practical (or vocational) nurses eligible for a multistate license to practice physically, electronically, and/or telephonically across a state border in other states that are members of the NLC.

Advanced Practice Registered Nurses licensed in FY23: 871

Nurses licensed by Endorsement during FY23: 1,978
Registered Professional Nurses from other jurisdictions: 1,836
Licensed Practical Nurses: from other jurisdictions: 142

Nurses licensed by Examination during FY23: 1,001
Registered Professional Nurses 960
Licensed Practical Nurses 41

Nurses licensed by Renewal during FY23: 22,670
Advanced Practice Registered Nurses: 2,882
Registered Professional Nurses: 18,523
Licensed Practical Nurses: 1,265

DEPARTMENT OF PROFESSIONAL AND FINANCIAL REGULATION

TOTAL ACTIVE LICENSES: 34,862
 Registered Professional Nurses: 28,943
 Licensed Practical Nurses: 1,770
 Advanced Practice Registered Nurses: 4,149
 Certified Nurse Practitioners: 3,388
 Certified Nurse Midwives: 126
 Certified Registered Nurse Anesthetists: 577
 Clinical Nurse Specialist: 58

APPROVAL OF PRELICENSURE NURSING EDUCATION PROGRAMS: Maine has 16 Board-approved nursing education programs to prepare registered nurses, 7 Baccalaureate Degree Nursing Programs and 9 Associate Degree Nursing Programs. There are 2 Board approved nursing education programs to prepare licensed practical nurses.

COMPLAINTS, INVESTIGATIONS, AND DISCIPLINE: The Board receives complaints from the public, including patients or relatives of patients. In addition, the Board initiates complaints and investigations based upon information received from a variety of sources, including but not limited to healthcare providers, healthcare entities, law enforcement, the Department of Health and Human Services, other licensing boards, and the National Council of State Boards of Nursing Nursys Disciplinary Alert system. The Board imposes discipline by either entering into a Consent Agreement with the licensee and the Office of the Attorney General or by issuing a Decision and Order following a hearing in conformance with the Maine Administrative Procedure Act. All disciplinary actions are reported to the National Practitioner Data Bank and the National Council of State Boards of Nursing Nursys database. During FY23 430 cases were active, 284 cases were opened, and 277 were closed. The Board issued 128 disciplinary actions.

LICENSES:

LPN License to Practice Practical Nursing
 RN License to Practice Registered Professional Nursing
 APRN License to Practice Advanced Practice Registered Nursing

PUBLICATIONS:

Law Regulating the Practice of Nursing (available on website)
 Rules and Regulations of the Maine State Board of Nursing (available on website)
 Prescribed Curriculum for Nursing Assistant Training Programs (available on website)
 Standardized Medication Course for Certified Nursing Assistants (available on website)
<https://www.maine.gov/boardofnursing/>

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| STATE BOARD OF NURSING | TOTAL | | | | | |
|---------------------------|------------------|--------------|-----------------------|--------------|---------------|------------|
| | FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
| EXPENDITURES | | | | | | |
| SALARIES & WAGES | 467,082 | | 467,082 | | | |
| HEALTH BENEFITS | 120,048 | | 120,048 | | | |
| RETIREMENTS | 108,232 | | 108,232 | | | |
| OTHER FRINGE BENEFITS | 11,129 | | 11,129 | | | |
| COMPUTER SERVICES | 56,824 | | 56,824 | | | |
| CONTRACTUAL SERVICES | 390,698 | | 390,698 | | | |
| RENTS | 59,840 | | 59,840 | | | |
| COMMODITIES | 11,241 | | 11,241 | | | |
| TRANSFER TO OTHER FUNDS | 18,113 | | 18,113 | | | |
| TOTAL EXPENDITURES | 1,243,207 | | 1,243,207 | | | |

DEPARTMENT OF PROFESSIONAL AND FINANCIAL REGULATION

STATE BOARD OF OPTOMETRY
THOMAS NADEAU, O.D., PRESIDENT

Central Office: 76 NORTHERN AVE., GARDINER, ME 04345
Mail Address: 113 STATE HOUSE STATION, AUGUSTA, ME 04333-0113 FAX: (207) 624-8637
Established: 1909 Telephone: (207) 624-8691
Reference: Policy Area: 07 Umbrella: 02 Unit: 382 Citation: T0032 M.R.S.A., Sect.: 000002415
Average Counts-All Positions: 1.000 Legislative Count: 1.00

PURPOSE:

The Maine State Board of Optometry was established to protect the people of Maine through regulation to maintain high professional standards in the practice of optometry. The primary responsibilities of the Board are to examine and license qualified applicants to practice the profession of optometry; to renew all licenses annually upon payment of a specified fee and presentation of evidence that the applicant has attended an educational program approved by the Board; and to revoke, refuse, or suspend any license for violation of the laws relating to optometry.

The Board investigates all complaints and cases of non-compliance with optometry law and rules and makes recommendations for disposition. It also enforces standards established by law and makes such other reasonable rules, consistent with the law, as the Board deems necessary.

ORGANIZATION:

The State Board of Optometry was established in 1909 as the State Board of Registration and Examination in Optometry and received its present name in October 1973. The Board consists of 6 members appointed by the Governor for terms of 5 years. Five of the members must be resident optometrists engaged in active practice for a period of at least 5 years prior to their appointment. The sixth member must be a consumer member having no pecuniary interest in optometry or optical products. Annually, the Board elects a president, secretary-treasurer, and complaint officer.

PROGRAM:

The Board meets four times a year. The Board administers, yearly, a written exam by appointment.

LICENSES:

LICENSES: All licensees must renew their license on or before April 1st of each year. Before a license can be renewed, licensees must complete 25 hours of continuing education requirements and \$380 renewal fee.

Licensees who graduated after 1996 were upgraded to the authority level of Therapeutic Advanced Glaucoma which allows them to independently treat patients with glaucoma. Licensees who graduated before 1996 and are licensed at the Therapeutic Advanced authority level must satisfy Section 2430-B(2) of Maine Optometry Law before their license can be upgraded to Therapeutic Advanced Glaucoma.

COMPLAINTS: The Board received seven complaints in FY23. One case dismissed, four pending Board review, and 2 consent agreements have been given.

PUBLICATIONS:

The Maine Optometry Law
Rules of Practice Complaint Procedure

You may also view information about the Board, download forms, view disciplinary actions, search for a licensee, renew license online, and more at the Board's website:
<https://www.maine.gov/pfr/professionallicensing/professions/maine-state-board-optometry>

DEPARTMENT OF PROFESSIONAL AND FINANCIAL REGULATION

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| STATE BOARD OF OPTOMETRY | TOTAL FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|---------------------------|------------------------------|-----------------|-----------------------------|-----------------|------------------|---------------|
| EXPENDITURES | | | | | | |
| SALARIES & WAGES | 41,023 | | 41,023 | | | |
| HEALTH BENEFITS | 9,934 | | 9,934 | | | |
| RETIREMENTS | 8,952 | | 8,952 | | | |
| OTHER FRINGE BENEFITS | 970 | | 970 | | | |
| COMPUTER SERVICES | 4,367 | | 4,367 | | | |
| CONTRACTUAL SERVICES | 15,910 | | 15,910 | | | |
| RENTS | 625 | | 625 | | | |
| COMMODITIES | 178 | | 178 | | | |
| TRANSFER TO OTHER FUNDS | 4,704 | | 4,704 | | | |
| TOTAL EXPENDITURES | 86,663 | | 86,663 | | | |

BOARD OF OSTEOPATHIC LICENSURE

MELISSA MICHAUD, PA-C, CHAIR
JOHN GADDIS, D.O., VICE CHAIR

Central Office: 161 CAPITOL ST., AUGUSTA, ME 04330
Mail Address: 142 STATE HOUSE STATION, AUGUSTA, ME 04333-0142 *FAX:* (207) 536-5811
Established: 1916 *Telephone:* (207) 287-2480
Reference: Policy Area: 07 *Umbrella:* 02 *Unit:* 383 *Citation:* T0032 *M.R.S.A., Sect.:* 000002561
Average Counts-All Positions: 1.000 *Legislative Count:* 1.00

PURPOSE:

The Board of Osteopathic Licensure was established to protect the public through regulation of the practice of osteopathic medicine to maintain high professional standards. Its primary responsibilities are to determine the eligibility of, certify, and license qualified applicants to practice osteopathic medicine in Maine. The Comprehensive Osteopathic Medical Licensing Examination-USA (COMLEX-USA) is the accepted exam for licensure in Maine. Upon payment of specified fees, the Board can issue, renew, withhold, suspend, or seek revocation of all licenses. Furthermore, the Board has the power to make rules it considers necessary for the successful enforcement of its authority and the performance of its duties. As part of the biennial renewal process, the Board prepares and distributes its rules relative to continuing medical education and its code of ethics to each osteopathic physician licensed to practice in Maine.

ORGANIZATION:

The Board of Osteopathic Licensure, when established in 1916, consisted of 5 members appointed by the Governor, for terms of 5 years. In 1976, the Legislature increased the Board to 6 members. In 2014, the Legislature increased the Board to 10 members, adding a Physician Assistant. The Legislature again increased membership to 11 members, six being graduates of legally chartered colleges of osteopathic medicine and must, at the time of appointment, be/have been actively engaged in the practice of osteopathic medicine in Maine for at least the last five years; two members must be physician assistants and three must be members of the public. The Chair, Vice Chair and Secretary, are elected annually, chosen by and from the members of the Board.

PROGRAM:

Revision of statutes relating to the Board of Osteopathic Licensure in 1973 specified an increase in the registration fee from \$4 to \$25 per year as voted in June 1982 becoming effective in January 1983. The Board, at its meeting in July 1987, voted to increase the registration fee in order to increase revenue to meet expenses. Effective in 2000, licensees began renewing on a biennial basis by the final day of their birth month. The renewal fee is capped at \$600.

Licensees must obtain 100 hours of Continuing Medical Education (CME) every two years for renewal of their license to practice. The Board statute and rules require that at least 40% percent of the 100 hours are in Category 1 as approved in the rules established by the Board. Per the CME rule, specialists may obtain

DEPARTMENT OF PROFESSIONAL AND FINANCIAL REGULATION

Category 1 CME within their specialty - American Osteopathic Association (AOA), American Medical Association (AMA) or Accreditation Council for Graduate Medical Education (ACGME) - thus providing the public with the assurance that osteopathic physicians remain current with advances in osteopathic medicine as well as medicine at large. If randomly audited, licensees must furnish the Board with satisfactory evidence of completion of the statutorily required hours.

As a rule, the Board meets each month. Special meetings may be called by the Chair with proper public notice.

LICENSES:

- License to Practice Osteopathic Medicine
- License to Practice Osteopathic Medicine as Locum Tenens
- License to Practice as Camp Physician
- License to Practice as a Visiting Instructor
- Temporary Educational Permits (Interns & Residents)
- Physician Assistant Certificates

PUBLICATIONS:

"Consumer Guide" which explains the complaint process to members of the public, outlines the procedures and authority of the Board in its regulation of licensure, and provides some information regarding the osteopathic profession in general. A similar pamphlet is prepared for licensees.

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| BOARD OF OSTEOPATHIC LICENSURE | TOTAL | | | | | |
|--------------------------------|----------------|--------------|-----------------------|--------------|---------------|------------|
| | FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
| EXPENDITURES | | | | | | |
| SALARIES & WAGES | 66,721 | | 66,721 | | | |
| HEALTH BENEFITS | 17,014 | | 17,014 | | | |
| RETIREMENTS | 13,421 | | 13,421 | | | |
| OTHER FRINGE BENEFITS | 985 | | 985 | | | |
| COMPUTER SERVICES | 5,768 | | 5,768 | | | |
| CONTRACTUAL SERVICES | 175,403 | | 175,403 | | | |
| RENTS | 7,330 | | 7,330 | | | |
| COMMODITIES | 941 | | 941 | | | |
| TRANSFER TO OTHER FUNDS | 3,971 | | 3,971 | | | |
| TOTAL EXPENDITURES | 291,554 | | 291,554 | | | |

**OFFICE OF SECURITIES
JESSE DEVINE, SECURITIES ADMINISTRATOR**

WATS: (877) 624-8551
TTY: () -711

Central Office: 76 NORTHERN AVE., GARDINER, ME 04345
 Mail Address: 121 STATE HOUSE STATION, AUGUSTA, ME 04333-0121 FAX: (207) 624-8404
 Established: 1973 Telephone: (207) 624-8551
 Reference: Policy Area: 07 Umbrella: 02 Unit: 032 Citation: T00032 M.R.S.A., Sect.: 000016601
 Average Counts-All Positions: 16.000 Legislative Count: 16.00

PURPOSE:

The principal mission of the Office of Securities is to protect Maine investors. To accomplish this mission, the Office administers and enforces the Maine Uniform Securities Act. The Office reviews applications to register securities for sale in Maine and filings for exemptions from registration; licenses broker-dealers, agents, investment advisers, and investment adviser representatives doing business in Maine; suspends or revokes those licenses for misconduct as defined in the Act; conducts on-site examinations of the operations of licensees; administers an investor education program; responds to consumer complaints; investigates possible violations of the securities laws; and, when warranted by the circumstances, issues cease and desist and other administrative orders or refers matters to the Attorney General for civil or criminal action. The Office also enforces the State Commodity Code and the Regulations of the Sale of

DEPARTMENT OF PROFESSIONAL AND FINANCIAL REGULATION

Business Opportunities.

ORGANIZATION:

In 1913, two years after Kansas adopted the first "blue sky" law, Maine enacted a statute relating to "Dealers in Securities," to be administered by the Bank Commissioner. Over the years, that law was the subject of numerous changes, including the creation of a Securities Division, the establishment of a requirement for the registration of securities offerings, and the addition of antifraud and civil liability provisions. In 1986, legislation was passed giving the Securities Division enforcement powers over the sale of certain types of business opportunities and commodity contracts. In 1989, the Legislature transferred from the Bank Superintendent to the Securities Administrator the responsibility for administering and enforcing the securities laws, and, in 2001, the Securities Division was separated from the Bureau of Banking, becoming the Office of Securities.

In 2005, the Legislature approved the Maine Uniform Securities Act (MUSA) which became effective on December 31, 2005. MUSA represented the first major overhaul of the state's securities laws since 1985. Maine adopted MUSA as part of a national effort to increase uniformity in state securities law, thus eliminating unnecessary burdens on the regulated industry, while still maintaining strong investor protection.

PROGRAM:

In FY23, the Office received and processed 29,237 applications and amendments to register securities, terminations of registrations, and notice filings for federally covered securities (decrease of 12% over FY22) and 562 private placement filings and amendments (decrease of 29%). As of June 2023, there were 1,361 broker-dealers licensed to do business in Maine (a 1% increase from June 2022); 153,061 licensed agents of broker-dealers (increase of 5%); 1,389 investment adviser licensees or notice filers (increase of 5%); and 3,126 licensed investment adviser representatives (1% increase). In connection with the Office's review of licensing applications, the Office processed 100 broker-dealer applications, (21% decrease from FY22); 40,212 agent applications (4% increase); 15 investment adviser license applications (17% decrease); and 643 investment adviser representative applications (36% increase). The Office now receives and processes most securities filings and license applications electronically.

In FY23 the Office conducted 2 examinations of licensee offices.

In FY23, through its enforcement efforts, the Office sanctioned 12 respondents. The Office assessed \$1,461,419 in penalties for violations of Maine's securities and business opportunity laws. The Office entered into 6 consent agreements and 4 consent orders. The Office referred 1 case for criminal prosecution and has 3 criminal cases awaiting trial.

In FY23 the Office collected \$27,888,415 for the General Fund through its filing fees (registration, licensing, and notice filing fees) and penalties.

Internet Address: <https://www.investors.maine.gov>

LICENSES:

Broker-Dealer; Agent; Investment Adviser; Investment Adviser Representative

PUBLICATIONS:

Available electronically and in hard copy: Five Keys to Investing Success; The Basics for Investing in Stocks; A Primer for Investing in Bonds; Mutual Funds and ETF's; Maybe All You'll Ever Need; Getting Help With Your Investments; Maximize Your Retirement Investments; Gold: What Every Investor Should Know; Financial Field Manual: The Personal Finance Guide for Military Families; Resources For Maine Investors Approaching or In Retirement; and The ABCs for APS Professionals: How to Identify and Report Investment Fraud.

Available in hard copy: Fighting Fraud 101: Smart Tips for Older Investors.

Available electronically: Where to Invest Your College Money.

DEPARTMENT OF PROFESSIONAL AND FINANCIAL REGULATION

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| OFFICE OF SECURITIES | TOTAL FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|---------------------------|------------------------------|-----------------|-----------------------------|-----------------|------------------|---------------|
| EXPENDITURES | | | | | | |
| SALARIES & WAGES | 968,375 | | 968,375 | | | |
| HEALTH BENEFITS | 192,339 | | 192,339 | | | |
| RETIREMENTS | 219,745 | | 219,745 | | | |
| OTHER FRINGE BENEFITS | 19,590 | | 19,590 | | | |
| COMPUTER SERVICES | 7,384 | | 7,384 | | | |
| CONTRACTUAL SERVICES | 394,960 | | 394,960 | | | |
| RENTS | 25,764 | | 25,764 | | | |
| COMMODITIES | 4,252 | | 4,252 | | | |
| TRANSFER TO OTHER FUNDS | 18,636 | | 18,636 | | | |
| TOTAL EXPENDITURES | 1,851,045 | | 1,851,045 | | | |

**OFFICE OF PROGRAM EVALUATION AND GOVERNMENT
ACCOUNTABILITY**

PETER SCHLECK, DIRECTOR

Central Office: RM 104, CROSS STATE OFF. BLDG, AUGUSTA, ME 04330-0000
Mail Address: 82 STATE HOUSE STATION, AUGUSTA, ME 04333-0082 *FAX:* (207) 287-1906
Established: 2002 *Telephone:* (207) 287-1901
Reference: Policy Area: 00 *Umbrella:* 33 *Unit:* 628 *Citation:* T0003 *M.R.S.A., Sect.:* 000000991
Average Counts-All Positions: 9.000 *Legislative Count:* 9.00

PURPOSE:

The Office of Program Evaluation and Government Accountability (OPEGA) assists the Legislature in ensuring that public funds are expended in the most effective, efficient and economical manner possible. It also aids the Legislature in ensuring that such funds are used to support activities and functions that produce satisfactory results and comply with State and Federal mandates.

ORGANIZATION:

The Legislature created this non-partisan office by statute, PL 2001, chapter 702, with an effective date of July 25, 2002, but the start-up of the Office did not occur until the Director was hired in January 2005. The Director is appointed by the Legislative Council for a term of 5 years. By Joint Rule, the Legislature established the 12-member, bi-partisan and bi-cameral Government Oversight Committee which oversees the activities of OPEGA.

PROGRAM:

OPEGA conducts independent and objective program evaluations of State Government operations including reviews of State tax expenditures. When determined necessary by the Government Oversight Committee, OPEGA may also conduct reviews of other entities receiving state funds or which expend private monies for public purposes. Such other entities include: local and county governments, quasi-municipal governments, special districts, utility districts, regional development agencies, municipal or nonprofit corporations, state contractors and any public official or public employee.

Program evaluation topics are selected by the Government Oversight Committee according to an established process. OPEGA defines the scope of each project in conjunction with the Committee, and then performs the review independently from the Committee. The work of OPEGA follows an established process that provides for ongoing communication with the entity under review.

OPEGA produces a final report on each review discussing the work performed, the conclusions reached, and any identified areas for improvement with related recommendations. The report is released and orally-presented to the Committee during a public meeting and is then distributed as a public record.

PUBLICATIONS:

Internet Site - <https://www.legislature.maine.gov/opega>
FAQ - General Information about the Government Oversight Committee and OPEGA
FAQ - Requesting an OPEGA Review
Reports and Information Briefs from Completed Reviews and Studies
OPEGA Annual Reports for 2006 - 2022

OFFICE OF PROGRAM EVALUATION AND GOVERNMENT ACCOUNTABILITY

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| DEPARTMENT SUMMARY | TOTAL FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|---|--|-------------------------|--------------------------------------|-------------------------|--------------------------|-----------------------|
| EXPENDITURES | | | | | | |
| SALARIES & WAGES | 859,241 | 859,241 | | | | |
| HEALTH BENEFITS | 164,108 | 164,108 | | | | |
| RETIREMENTS | 188,728 | 188,728 | | | | |
| OTHER FRINGE BENEFITS | 20,648 | 20,648 | | | | |
| COMPUTER SERVICES | 14,679 | 14,679 | | | | |
| CONTRACTUAL SERVICES | 43,437 | 43,437 | | | | |
| COMMODITIES | 1,022 | 1,022 | | | | |
| TOTAL EXPENDITURES | 1,291,863 | 1,291,863 | | | | |
| | | | | | | |
| OFFICE OF PROGRAM EVALUATION AND GOVERNMENT ACCOUNTABILITY | TOTAL FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
| EXPENDITURES | | | | | | |
| SALARIES & WAGES | 859,241 | 859,241 | | | | |
| HEALTH BENEFITS | 164,108 | 164,108 | | | | |
| RETIREMENTS | 188,728 | 188,728 | | | | |
| OTHER FRINGE BENEFITS | 20,648 | 20,648 | | | | |
| COMPUTER SERVICES | 14,679 | 14,679 | | | | |
| CONTRACTUAL SERVICES | 43,437 | 43,437 | | | | |
| COMMODITIES | 1,022 | 1,022 | | | | |
| TOTAL EXPENDITURES | 1,291,863 | 1,291,863 | | | | |

DEPARTMENT OF PUBLIC SAFETY

**DEPARTMENT OF PUBLIC SAFETY
MICHAEL SAUSCHUCK, COMMISSIONER
DEREK GORNEAU, ASST. TO THE COMMISSONER**

WATS: (800) 452-4664

Central Office: 45 COMMERCE DRIVE, SUITE 1, AUGUSTA, ME 04330
Mail Address: 104 STATE HOUSE STATION, AUGUSTA, ME 04333-0104 FAX: (207) 287-3042
Established: 1971 Telephone: (207) 626-3805
Reference: Policy Area: 06 Umbrella: 16 Unit: 219 Citation: T0025 M.R.S.A., Sect.: 000002901
Average Counts-All Positions: 643.500 Legislative Count: 643.50

Units:

| | |
|--|---|
| <i>DIVISION OF BUILDING CODES AND STANDARDS</i> | <i>CONSOLIDATED EMERGENCY COMMUNICATIONS BUREAU</i> |
| <i>BUREAU OF CAPITOL POLICE</i> | <i>EMERGENCY MEDICAL SERVICES BOARD</i> |
| <i>MISSING CHILDREN INFORMATION CLEARINGHOUSE</i> | <i>OFFICE OF THE STATE FIRE MARSHAL</i> |
| <i>MAINE CRIMINAL JUSTICE ACADEMY</i> | <i>GAMBLING CONTROL BOARD</i> |
| <i>BOARD OF TRUSTEES OF THE MAINE CRIMINAL JUSTICE</i> | <i>BUREAU OF HIGHWAY SAFETY</i> |
| <i>ACADEMY</i> | <i>STATE BUREAU OF IDENTIFICATION</i> |
| <i>MAINE DRUG ENFORCEMENT AGENCY</i> | <i>BUREAU OF STATE POLICE</i> |

PURPOSE:

The Department of Public Safety was established to serve the people by providing, coordinating, and leading a responsive and comprehensive public safety system to protect their lives, rights, and properties.

Employees of the Maine Department of Public Safety will continue to serve the public to the best of their ability by being dedicated and accountable and by managing resources effectively and efficiently. The Maine Department of Public Safety seeks to preserve the public order and to protect the persons, property, rights, and privileges of all people in the State through ethical leadership and the development of employees, while upholding and respecting the constitutional rights of all persons to liberty, equity, and justice.

ORGANIZATION:

The Department of Public Safety was created in 1971, consolidating the former Department of State Police, the Enforcement Division of the State Liquor Commission, the employees of the Vehicle Equipment Safety Commission, the Division of State Fire Prevention of the Department of Insurance, and the Law Enforcement and Criminal Justice Academy, under the Commissioner of Public Safety.

In 1978, the Bureau of Capitol Police was added to the organization of the Department. The responsibility for the administration of the Highway Safety Program from the Department of Transportation was added and in 1990 the Legislature changed the name to the Bureau of Highway Safety.

The Maine Drug Enforcement Agency and the Maine Drug Enforcement Agency Advisory Board were created by the 113th Legislature to develop and carry out a Statewide Drug Enforcement Program.

Public Law 1991, chapter 588 transferred the responsibility for Emergency Medical Services from the then Department of Human Services to Public Safety.

During 1993, the 116th Legislature created the Missing Children Information Clearinghouse requiring the Department to collect and disseminate complete information related to missing children.

The 121st Legislature passed Public Law 2003, chapter 678, An Act Relating to the Establishment of a Central Maine Regional Public Safety Communication Center. Historically, emergency communications dispatch had been the responsibility of the Bureau of State Police within the Department of Public Safety. Sixty positions were transferred from the Bureau of State Police into the new Consolidated Emergency Communications Bureau. In addition, to provide the unit with a civilian director, the position of Director, Bureau of Consolidated Emergency Communications was created. The new Director began on October 25, 2006.

The 121st Legislature passed as Public Law 2003, Chapter 687, An Act to Establish the Gambling Control Board To License and Regulate Slot Machines at Commercial

DEPARTMENT OF PUBLIC SAFETY

Harness Racing Tracks. The Gambling Control Board's responsibilities are to establish rules and policies as well as licensing for slot machine operators and slot machine distributors. The 125th Legislature passed as Public Law 2011, chapter 417, An Act to Allow Table Games at a Facility Licensed to Operate Slot Machines on January 1, 2011, to include the licensing of Slot Machine operators to operate table games.

The Bureau of Building Codes and Standards was established within the Department of Public Safety to provide administrative support and technical assistance to the Codes and Standards Board, established in Title 5, section 12004-G, subsection 5-A. This Bureau has been consolidated under the Fire Marshal's Office.

PROGRAM:

Other than administration of the Department, the activities during fiscal year 2022-23 are discussed in the individual reports of its bureaus.

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| DEPARTMENT SUMMARY | TOTAL | | | | | |
|-----------------------------|--------------------|-------------------|-----------------------|-------------------|-------------------|------------------|
| | FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
| EXPENDITURES | | | | | | |
| SALARIES & WAGES | 51,356,400 | 22,887,719 | 7,242,358 | 14,773,851 | 2,305,333 | 4,147,139 |
| HEALTH BENEFITS | 11,137,486 | 4,882,255 | 1,544,777 | 3,312,841 | 494,803 | 902,810 |
| RETIREMENTS | 14,535,022 | 6,413,541 | 2,266,993 | 4,293,530 | 546,853 | 1,014,105 |
| OTHER FRINGE BENEFITS | 1,734,377 | 805,870 | 227,782 | 561,888 | 48,543 | 90,294 |
| COMPUTER SERVICES | 7,714,865 | 3,206,212 | 954,914 | 1,686,684 | 1,537,524 | 329,531 |
| CONTRACTUAL SERVICES | 23,439,251 | 11,058,073 | 3,669,421 | 4,558,009 | 4,046,555 | 107,193 |
| RENTS | 2,140,126 | 1,475,471 | 222,785 | 237,441 | 33,648 | 170,781 |
| COMMODITIES | 3,168,752 | 1,471,442 | 354,206 | 964,054 | 344,853 | 34,197 |
| GRANTS, SUBSIDIES, PENSIONS | 10,365,588 | 482,991 | 7,378,622 | | 2,503,975 | |
| EQUIPMENT | 1,825,367 | 76,341 | 1,111,018 | 88,234 | 549,774 | |
| INTEREST-DEBT RETIREMENT | 1,264,706 | 822,059 | | 442,647 | | |
| TRANSFER TO OTHER FUNDS | 1,158,603 | 1,369 | 351,227 | 539,685 | 116,740 | 149,582 |
| TOTAL EXPENDITURES | 129,840,543 | 53,583,343 | 25,324,103 | 31,458,864 | 12,528,601 | 6,945,632 |

| DEPARTMENT OF PUBLIC SAFETY | TOTAL | | | | | |
|-----------------------------|------------------|------------------|-----------------------|----------------|------------------|------------|
| | FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
| EXPENDITURES | | | | | | |
| SALARIES & WAGES | 1,359,699 | 457,238 | 213,761 | 95,271 | 593,429 | |
| HEALTH BENEFITS | 294,852 | 75,149 | 40,030 | 25,012 | 154,661 | |
| RETIREMENTS | 260,001 | 70,335 | 29,408 | 23,863 | 136,395 | |
| OTHER FRINGE BENEFITS | 35,887 | 9,270 | 10,682 | 2,208 | 13,727 | |
| COMPUTER SERVICES | 265,662 | 101,457 | 57,150 | 3,961 | 103,094 | |
| CONTRACTUAL SERVICES | 2,063,178 | 670,861 | 425,294 | 669,415 | 297,608 | |
| RENTS | 76,916 | 67,702 | 3,826 | -165 | 5,553 | |
| COMMODITIES | 13,260 | 6,148 | 1,858 | 283 | 4,971 | |
| GRANTS, SUBSIDIES, PENSIONS | 2,102,888 | 482,991 | | | 1,619,897 | |
| EQUIPMENT | 38,499 | | | | 38,499 | |
| TRANSFER TO OTHER FUNDS | 64,402 | 356 | 17,435 | 18,366 | 28,245 | |
| TOTAL EXPENDITURES | 6,575,244 | 1,941,507 | 799,444 | 838,214 | 2,996,079 | |

**DIVISION OF BUILDING CODES AND STANDARDS
RICHARD MCCARTHY, STATE FIRE MARSHAL**

WATS: (800) 452-4664
TTY: (207) 287-3659

Central Office: 45 COMMERCE DRIVE, SUITE 1, AUGUSTA, ME 04330
Mail Address: 104 STATE HOUSE STATION, AUGUSTA, ME 04333-0104 FAX: (207) 287-6251
Established: 2008 Telephone: (207) 626-3886
Reference: Policy Area: 06 Umbrella: 16 Unit: 642 Citation: T00025 M.R.S.A., Sect.: 000002372

PURPOSE:

The Division of Building Codes and Standards within the Office of the State Fire Marshal was established within the Department of Public Safety to provide administrative support and technical assistance to the Technical Building Codes

DEPARTMENT OF PUBLIC SAFETY

and Standards Board in executing its duties pursuant to 10 MRSA §9722, sub-§6.

The Technical Building Codes and Standards Board, established in 5 MRSA §12004-G, subsection 5-A was established to adopt, amend, and maintain the Maine Uniform Building and Energy Code, to resolve conflicts between the Maine Uniform Building and Energy Code and the fire and life safety codes in 25 MRSA §2452 and §2465, and to provide for training for municipal building officials, local code enforcement officers, and 3rd-party inspectors.

ORGANIZATION:

The Board consists of 11 voting members, appointed by the Governor.

The Assistant State Fire Marshal of Inspections, who is certified in building standards, serves as the Division Director and principal administrative and supervisory employee of the Board. The Assistant State Fire Marshal supervises the staff employed to carry out the duties of the Board including, but not limited to, providing technical support and public outreach for the adoption of the code, amendments, conflict resolutions and interpretations. The Division and Board will provide nonbinding interpretations of the code for professionals and the general public and will establish and maintain a publicly accessible website to publish general technical assistance, code updates and interpretations, and post-training course schedules.

Financial data is included under Office of the State Fire Marshal, Budget Unit 224.

PROGRAM:

The Board adopts rules necessary to carry out its duties under this chapter. The Board adopts, amends and maintains the Maine Uniform Building and Energy Code and identifies and resolves conflicts between the Maine Uniform Building and Energy Code and the fire safety codes and standards.

On January 31st of each calendar year beginning in 2011 the Board reports to the joint standing committee of the Legislature having jurisdiction over building code matters on any proposals for conflict resolutions for codes and standards, proposals to improve the efficiency and effectiveness of those codes and standards, and alternative methods of funding for the Board to create an equitable source of revenue.

The Board develops technical advisory groups of experts and interest group representatives as needed to provide the Board with detailed information and recommendations on amendments to the Maine Uniform Building and Energy Code, national model codes revisions, and conflict resolution with other building-related codes and standards adopted in the State. The Board may direct the technical advisory groups to identify economic impacts on small businesses, housing affordability, construction costs, life-cycle costs, or code enforcement costs of proposed changes to the Code.

The Board ensures that training and certification regarding the Maine Uniform Building and Energy Code is readily available, affordable and accessible to municipal building officials and that historic preservation is a policy priority in the adoption and amendment of the Maine Uniform Building and Energy Code.

The Board approves methods of energy performance rating for use in generating any consumer information labels that may be required in the marketing and sale of residential and commercial buildings.

LICENSES:

None

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

DEPARTMENT OF PUBLIC SAFETY

BUREAU OF CAPITOL POLICE

MATTHEW CLANCY, CHIEF

Central Office: 111 SEWALL STREET, AUGUSTA, ME 04330

Mail Address: 68 STATE HOUSE STATION, AUGUSTA, ME 04333-0068 *FAX:* (207) 287-6212

Established: 2009 *Telephone:* (207) 287-4357

Reference: Policy Area: 06 *Umbrella:* 16 *Unit:* 656 *Citation:* T00025 *M.R.S.A., Sect.:* 00002902

Average Counts-All Positions: 20.500 *Legislative Count:* 20.50

PURPOSE:

The Bureau of Capitol Police is a law enforcement agency responsible for the safety of the people and the security of the buildings that make up Maine's seat of government. The Bureau's area of responsibility includes all state-owned or controlled property in the statutorily outlined Capitol Region, including the State House, and the other State buildings within the region as defined. Bureau police officers patrol these properties, investigate crimes, enforce laws, and respond to all calls for law enforcement and emergency medical calls for service in the assigned area.

Capitol Police officers are empowered with statewide law enforcement authority to carry out our defined mission, which, at times, extends well beyond the Capitol region for investigative purposes and/or the transportation of detainees to and from various state facilities on behalf of the Riverview Psychiatric Center, the Department of Corrections or various other law enforcement agencies both state, county, and municipal. The Bureau is made up of 5 small operational units: Patrol, State House Screening, Riverview Operations, Investigations, Overnight Interior Security, and Administration/Command.

ORGANIZATION:

The Capitol Security Police Force was created by the Legislature in 1968 and was made a bureau of the Department of Public Safety in 1977. The Legislature changed the bureau's name from Capitol Security to Capitol Police in 2009 to better reflect the agency's law enforcement role. FY23 head count is 20.5: one Chief of Police, one Police Lieutenant, one Police Sergeant, 10 Police Officers, one Night Watchpersons, one Security Screeners, one Office Specialist II, and one part-time Office Associate I.

PROGRAM:

The major objectives of the Bureau are ensuring the safety of members of the legislature, staff, employees, and visitors as well as the security of the state buildings and property for the complexes to which we provide police service. During FY23, the employees within the Bureau found, initiated, or responded to 32,663 incidents. 98 of these incidents resulted in criminal investigations being initiated. These investigations range from thefts of property, fraud, assaults, burglaries, criminal trespass, or criminal threatening. Officers investigated a number of threatening communications aimed at legislators or state employees and kept the peace at numerous public hearings, rallies, and protests during the year.

Capitol Police State House Screeners, now known as Security Agents, vetted 76,719 visitors to the State House, examined by x-ray 80,090 items being brought into the building, and prevented 1,354 dangerous or prohibited items from being brought into the State House. The Security Agents conducted 1,897 secondary searches of persons who created a magnetometer alert which could not initially be cleared.

Our Night Watchpersons, now identified as Security Guards, and our night shift police officers, conducted 22,506 overnight building safety and security checks resulting in the discovery of 497 actionable events/conditions. The security guards and officers logged 72,990 miles on patrol in FY23.

LICENSES:

The Bureau of Capitol Police issues Capitol facility activity and use permits. In FY23, the Bureau approved and issued 109 activity permits for rallies, demonstrations, and other events at the State House complex, Capitol Park and other State parks and facilities within the Capitol region. The Bureau also

DEPARTMENT OF PUBLIC SAFETY

issued 755 parking permits in FY23.

PUBLICATIONS:

Capitol Area Security Regulations
 Rules and Regulations Relating to Parking on State property in the Capitol Area

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| BUREAU OF CAPITOL POLICE | TOTAL FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|---------------------------|------------------------------|------------------|-----------------------------|-----------------|------------------|---------------|
| EXPENDITURES | | | | | | |
| SALARIES & WAGES | 1,051,190 | 753,895 | 297,295 | | | |
| HEALTH BENEFITS | 279,298 | 212,231 | 67,067 | | | |
| RETIREMENTS | 291,349 | 206,802 | 84,547 | | | |
| OTHER FRINGE BENEFITS | 34,153 | 24,043 | 10,110 | | | |
| COMPUTER SERVICES | 82,738 | 61,034 | 21,704 | | | |
| CONTRACTUAL SERVICES | 26,900 | 20,224 | 6,676 | | | |
| RENTS | 75,568 | 61,131 | 14,437 | | | |
| COMMODITIES | 14,548 | 9,180 | 5,368 | | | |
| TRANSFER TO OTHER FUNDS | 1 | 1 | | | | |
| TOTAL EXPENDITURES | 1,855,745 | 1,348,541 | 507,204 | | | |

**MISSING CHILDREN INFORMATION CLEARINGHOUSE
 MICHAEL SAUSCHUCK, COMMISSIONER
 COL WILLIAM ROSS, CHIEF, MAINE STATE POLICE**

Central Office: 45 COMMERCE DRIVE, SUITE 1, AUGUSTA, ME 04330
Mail Address: 104 STATE HOUSE STATION, AUGUSTA, ME 04333-0104 *FAX:* (207) 287-3042
Established: 1993 *Telephone:* (207) 626-3805
Reference: Policy Area: 06 Umbrella: 16 Unit: 562 Citation: T0025 M.R.S.A., Sect.: 000002155

PURPOSE:

The Missing Children Information Clearinghouse was established as an operating unit of the Maine State Police and central repository of information for missing and exploited children.

ORGANIZATION:

The Missing Children Information Clearinghouse, by law, is the responsibility of the Commissioner of Public Safety.

PROGRAM:

The purpose of the Clearinghouse is to establish a system for communication of information related to children who are determined missing by their parents, guardians, legal custodians, or by a law enforcement agency, and to provide a centralized file for missing children within the state.

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

DEPARTMENT OF PUBLIC SAFETY

MAINE CRIMINAL JUSTICE ACADEMY

JACK PECK JR, DIRECTOR

Central Office: 15 OAK GROVE ROAD, VASSALBORO, ME 04989

Mail Address: 15 OAK GROVE ROAD, VASSALBORO, ME 04989

Established: 1973

Reference: Policy Area: 06 Umbrella: 16 Unit: 228 Citation: T0025

Average Counts-All Positions: 11.000

FAX: (207) 877-8027

Telephone: (207) 877-8000

M.R.S.A., Sect.: 000002801

Legislative Count: 11.00

PURPOSE:

The Maine Criminal Justice Academy was established to provide a central training facility for state, county, and municipal law enforcement and corrections officers. The campus is located at the former Oak Grove-Coburn School in Vassalboro, Maine. From 1972 until December 28, 2000, the Academy was located at 93 Silver Street in Waterville, at the former Thomas College facility. The new campus has a lecture hall that seats 70 students and 10 additional classrooms, extensive meeting space, on-site dining facilities, and can house 130 students. The building also has a state of the art special training center, a fully equipped weight/exercise room, an indoor running track, an outside obstacle course, and formal parade grounds.

The mission of the Maine Criminal Justice Academy is to provide the highest level of training, within given resources, to law enforcement and correctional officers in the State. By statute, the Academy is required to provide a basic training program for all full-time law enforcement officers, judicial marshals, capitol police officers, pre-service training for all part-time law enforcement officers, and basic corrections training for all county and state correctional officers. The Academy also coordinates the 8 Regional Training Districts across the State, which provides in-service training to officers in remote areas.

ORGANIZATION:

The Academy has 11 full-time employees and operates with an annual budget where approximately one-third is derived from the General Fund and the remainder comes from fees, tuition, and other revenues. In addition to the full-time staff, the Academy relies heavily on volunteer instructors from state, county, and municipal law enforcement agencies, county, and state corrections agencies and other criminal justice fields. The Academy provides many instructor development classes so that these students can be the future volunteer instructors. This partnership philosophy has been supported by the Police Chiefs and Sheriffs in Maine to provide very cost-effective training to their respective agencies.

PROGRAM:

During calendar year 2022, the Maine Criminal Justice Academy Board of Trustees certified 121 full-time state, county, and municipal law enforcement officers who graduated from the Basic Law Enforcement Training Program, 184 corrections officers who graduated from the Basic Corrections Training Program, and 146 part-time law enforcement officers who graduated from the Law Enforcement Pre-service Training Program. The Board waived 45 law enforcement officers from the Basic Law Enforcement Training Program and 0 corrections officers from the Basic Corrections Training Program. The Board awarded 61 Instructor and Firearms Instructor Certificates, 3 Executive Certificates, 13 Canine Handler Certificates, and many others. During the training year, 81 Specialized and In-service courses were offered. For law enforcement and/or corrections officers, the Board revoked 11 certificates for criminal conduct/convictions, waived 8 certificates for criminal conduct/convictions, and gave 4 consent agreements and/or suspensions for criminal conduct/convictions.

LICENSES:

1. 121 - Basic Law Enforcement Officer certifications
2. 146 - Part Time Law Enforcement Officer certifications
3. 184 - Basic Correctional Officer certifications
4. 15 - Judicial Marshal certifications
5. 3 - Law Enforcement Executive certifications
6. 22 - Firearms Instructor certifications
7. 39 - Instructor certifications
8. 16 - Law Enforcement Intermediate certifications

DEPARTMENT OF PUBLIC SAFETY

- 9. 12 - Law Enforcement Advanced certifications
- 10. 1 - Crisis Negotiator certifications
- 11. 6 - Law Enforcement Chaplain certifications
- 12. 13 - Drug Recognition Expert certifications
- 13. 13 - Canine Handler Team (Patrol and Detector) certifications
- 14. 2 - Canine Trainer or Assistant Canine Trainer certifications
- 15. 21 - Extensions for the Basic Law Enforcement Training Program
- 16. 5 - Extensions for the Basic Corrections Training Program
- 17. 3 - Extensions for Part-Time Officers to Work Beyond 1040 Hours in a Calendar Year
- 18. 6 - New courses were approved

PUBLICATIONS:

Annual Report to the Joint Standing Committee on Criminal Justice and Public Safety
 Annual Training Catalog

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| MAINE CRIMINAL JUSTICE ACADEMY | TOTAL FOR ALL | | SPECIAL | HIGHWAY | FEDERAL | MISC |
|--------------------------------|------------------|----------------|----------------|---------|---------------|-------|
| | FUNDS | GENERAL FUND | REVENUE FUNDS | FUND | FUNDS | FUNDS |
| EXPENDITURES | | | | | | |
| SALARIES & WAGES | 616,664 | 102,280 | 514,384 | | | |
| HEALTH BENEFITS | 181,225 | 28,473 | 152,752 | | | |
| RETIREMENTS | 140,693 | 26,640 | 114,053 | | | |
| OTHER FRINGE BENEFITS | 14,732 | 2,434 | 12,298 | | | |
| COMPUTER SERVICES | 118,264 | 118,264 | | | | |
| CONTRACTUAL SERVICES | 626,194 | 596,253 | 6,202 | | 23,739 | |
| RENTS | 7,106 | 7,106 | | | | |
| COMMODITIES | 28,505 | 28,505 | | | | |
| EQUIPMENT | 50,006 | 50,006 | | | | |
| TRANSFER TO OTHER FUNDS | 122,872 | | 119,330 | | 3,542 | |
| TOTAL EXPENDITURES | 1,906,261 | 959,961 | 919,019 | | 27,281 | |

BOARD OF TRUSTEES OF THE MAINE CRIMINAL JUSTICE ACADEMY

BRIAN R. PELLERIN, CHAIRPERSON

Central Office: 36 COUNTY WAY, PORTLAND, ME 04102
 Mail Address: 36 COUNTY WAY, PORTLAND, ME 04102
 Established: 1969
 Reference: Policy Area: 06 Umbrella: 16 Unit: 227 Citation: T0025
 FAX: Telephone: (207) 499-0004
 M.R.S.A., Sect.: 000002802

PURPOSE:

The primary responsibilities of the Maine Criminal Justice Academy (MCJA) Board of Trustees are to certify and to set the standards for certification of graduates of the MCJA, to promulgate the standards for recruitment of MCJA students, and to prescribe the content of the curriculum. The MCJA Board of Trustees is empowered to certify and set standards for the certification and decertification of law enforcement executives, law enforcement officers, corrections officers, judicial marshals, capitol police officers, canine handler teams, instructors, probation officers, forest rangers, and many others.

ORGANIZATION:

The MCJA Board of Trustees currently consists of 18 members: The Commissioner of Public Safety, the Attorney General, the Colonel of the Maine Warden Service, the Chief of the State Police, and the Commissioner of Corrections, that are all ex-officio. The following members are appointed by the Governor: a county sheriff, a chief of a municipal police department, two officers of municipal police departments, an educator, a criminal prosecutor from one of the offices of the District Attorney, a representative of a federal law enforcement agency, three citizens, a municipal official and a non-supervisory corrections officer representing a state or county correctional facility. All board members serve

DEPARTMENT OF PUBLIC SAFETY

3-year terms, except ex-officio members who remain on the Board during their term of office.

PROGRAM:

The MCJA Board of Trustees certifies state, county, and municipal law enforcement officers who graduate from the Basic Law Enforcement Training Program, corrections officers who graduate from the Basic Corrections Training Program, and part-time law enforcement officers who graduate from the Law Enforcement Pre-service Training Program.

PUBLICATIONS:

See the Maine Criminal Justice Academy

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

MAINE DRUG ENFORCEMENT AGENCY

RICHARD DESJARDINS, DIRECTOR

TTY: (207) 626-3852

Central Office: 45 COMMERCE DRIVE, SUITE 1, AUGUSTA, ME 04330

Mail Address: 166 STATE HOUSE STATION, AUGUSTA, ME 04333-0166 FAX: (207) 287-3042

Established: 1987

Telephone: (207) 626-3850

Reference: Policy Area: 06 Umbrella: 16 Unit: 230 Citation: T0025 M.R.S.A., Sect.: 000002955

Average Counts-All Positions: 3.000

Legislative Count: 3.00

PURPOSE:

The Maine Drug Enforcement Agency was established to address the unprecedented threat to the health and safety of this State created by the distribution of scheduled drugs into, out of, and within the State. The Maine Drug Enforcement Agency provides a central administrative structure for the establishment, coordination, and oversight of investigative task forces within the State of Maine through a multi-jurisdictional drug task force approach. The Maine Drug Enforcement Agency focus is to address the upper and mid-level drug dealers that operate below the interest of the Federal law enforcement authorities that focus on international, interstate, and substantial violators, and the street level efforts that focus on the small dealers and those caught in possession. The task force concept is an effective tool in proactively addressing the distribution of scheduled drugs through the pooling of skills, enhanced intelligence sharing, increased personnel resources, more equipment available, concentration of effort on a clear goal, and reduced jurisdictional boundary problems. In addition to the consolidation of investigatory resources, the Maine Drug Enforcement Agency also integrates prosecuting personnel with the day-to-day case work investigators.

ORGANIZATION:

The Bureau of Intergovernmental Drug Enforcement was created by the 113th Legislature by passage of 25 MRSA, chapter 353. Funding of the Agency was established by the Anti-Drug Abuse Act of 1986. In 1991, the Legislature changed the Agency name to the Maine Drug Enforcement Agency. This Agency has been placed within the organizational structure of the Department of Public Safety and is managed by a Director who reports to the Commissioner of Public Safety. The Commissioner establishes and operates within the Maine Drug Enforcement Agency such regional task forces as the Commissioner determines are required for effective drug law enforcement throughout the State. The investigative component of each task force is comprised of law enforcement officers drawn from municipal, county, and state law enforcement agencies.

PROGRAM:

The mission of the Agency is to disrupt the drug market, thereby undermining the ability of drug suppliers to meet, expand, and profit from drug demand while supporting prevention efforts and contributing to treatment efforts. Its goals are to: reduce the availability of drugs; protect the State's borders by stemming the flow of drugs into and through Maine; strengthen the State's drug law

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enforcement infrastructure; strengthen intelligence and information sharing; enhance collaboration and coordination with all law enforcement agencies; and establish effective partnerships with agencies focused on reducing drug use.

PUBLICATIONS:

Maine Drug Enforcement Agency Annual Report

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| MAINE DRUG ENFORCEMENT AGENCY | TOTAL | | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|-------------------------------|------------------|------------------|-----------------------|--------------|----------------|------------|
| | FOR ALL FUNDS | GENERAL FUND | | | | |
| EXPENDITURES | | | | | | |
| SALARIES & WAGES | 233,425 | 196,695 | 36,730 | | | |
| HEALTH BENEFITS | 26,710 | 21,658 | 5,052 | | | |
| RETIREMENTS | 28,590 | 20,421 | 8,169 | | | |
| OTHER FRINGE BENEFITS | 5,070 | 4,159 | 911 | | | |
| COMPUTER SERVICES | 337,535 | 255,012 | 16,753 | | 65,770 | |
| CONTRACTUAL SERVICES | 5,049,259 | 4,347,747 | 37,135 | | 664,377 | |
| RENTS | 943,943 | 847,033 | 68,814 | | 28,096 | |
| COMMODITIES | 49,666 | 48,044 | 149 | | 1,473 | |
| GRANTS, SUBSIDIES, PENSIONS | | | | | | |
| EQUIPMENT | 208,000 | | | | 208,000 | |
| TRANSFER TO OTHER FUNDS | 3,948 | | 768 | | 3,180 | |
| TOTAL EXPENDITURES | 6,886,146 | 5,740,769 | 174,481 | | 970,896 | |

**CONSOLIDATED EMERGENCY COMMUNICATIONS BUREAU
BRODIE HINCKLEY, DIRECTOR**

Central Office: 45 COMMERCE DRIVE, AUGUSTA, ME 04330
Mail Address: 42 STATE HOUSE STATION, AUGUSTA, ME 04333-0042 *FAX:* (207) 287-3042
Established: 2006 *Telephone:* (207) 624-7001
Reference: Policy Area: 06 *Umbrella:* 16 *Unit:* 219E *Citation:* T00025 *M.R.S.A., Sect.:* 00001533
Average Counts-All Positions: 64.000 *Legislative Count:* 64.00

PURPOSE:

The Bureau of Consolidated Emergency Communications carries out the policies, procedures, and standards that have been established to provide cooperative use of the Department of Public Safety's communications system for municipal, county, and state governmental agencies.

ORGANIZATION:

The Bureau of Consolidated Emergency Communications was established in Public Law 2009, chapter 317, which also transferred the responsibilities of the Maine Communications System Policy Board (established in Public Law 2003, chapter 678) to the newly created Bureau of Consolidated Emergency Communications.

Historically, emergency communications dispatch has been the responsibility of the Bureau of State Police within the Department of Public Safety. The State Police ran four dispatch centers in Houlton, Orono, Augusta, and Gray which provided services not only for themselves, but for several other state agencies, some municipalities, the Maine Turnpike Authority, and for Aroostook County. The Policy Board legislation called for a separate communications unit within the Department. This administrative change was achieved in fiscal year 2006-07. Fifty-four existing Emergency Communications Specialist positions and 6 Emergency Communications Supervisor positions were transferred from the Bureau of State Police into the new Bureau of Consolidated Emergency Communications. In addition, to provide the unit with a civilian director, the position of Director, Bureau of Consolidated Emergency Communications was created and the new Director began on October 25, 2006.

Public Law 2003, chapter 359, "An Act To Facilitate the Implementation, Maintenance and Operation of the E-9-1-1 Emergency System," directed the Emergency Services Communication Bureau at the Public Utilities Commission (PUC)

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to seek reduction of the number of public safety answering points (PSAP) to between 16 and 24. This resulted in the closing of a number of local PSAPs and in some cases caused not only emergency call-taking to be relocated, but also emergency dispatch to be moved. Public Law 2008, chapter 622, required that this Bureau submit to a rate setting case through the Maine PUC. The resulting Order on Docket 2008-225 would be the rates that the Bureau can charge to all it's state and local partners for PSAP call-taking and public safety dispatching services. With the issuing of that Order, several jurisdictions did not renew contracts and went to agencies that provided services for a lesser rate. Public Law 2009, chapter 617, in part removed the requirement that the Maine PUC hold a rate case for the setting of the Emergency Services Communications Bureau's user fees. This ability was returned to the Bureau of Consolidated Emergency Communications.

In 2019, the Gray Regional Communications Center (RCC) relocated to the Augusta RCC and combined both the RCCs into one larger center.

PROGRAM:

These Communications Centers provide emergency and non-emergency call taking and dispatching for 7 state agencies, one county Sheriff's Office and 18 municipal fire and/or emergency medical services. The centers also provide backup PSAP capabilities for local and county PSAPs.

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| CONSOLIDATED EMERGENCY COMMUNICATIONS BUREAU | TOTAL FOR ALL FUNDS | SPECIAL | | | MISC FUNDS |
|---|------------------------------|-----------------|------------------|-----------------|------------------|
| | | GENERAL FUND | REVENUE FUNDS | HIGHWAY FUND | |
| EXPENDITURES | | | | | |
| SALARIES & WAGES | 4,147,139 | | | | 4,147,139 |
| HEALTH BENEFITS | 902,810 | | | | 902,810 |
| RETIREMENTS | 1,014,105 | | | | 1,014,105 |
| OTHER FRINGE BENEFITS | 90,294 | | | | 90,294 |
| COMPUTER SERVICES | 329,531 | | | | 329,531 |
| CONTRACTUAL SERVICES | 107,193 | | | | 107,193 |
| RENTS | 170,781 | | | | 170,781 |
| COMMODITIES | 34,197 | | | | 34,197 |
| TRANSFER TO OTHER FUNDS | 149,582 | | | | 149,582 |
| TOTAL EXPENDITURES | 6,945,632 | | | | 6,945,632 |

EMERGENCY MEDICAL SERVICES BOARD

SAM HURLEY, DIRECTOR

Central Office: 45 COMMERCE DRIVE, SUITE 1, AUGUSTA, ME 04330
Mail Address: 152 STATE HOUSE STATION, AUGUSTA, ME 04333-0152 *FAX:* (207) 287-6251
Established: 1981 *Telephone:* (207) 626-3865
Reference: Policy Area: 06 *Umbrella:* 16 *Unit:* 163 *Citation:* T0032 *M.R.S.A., Sect.:* 000000088

PURPOSE:

The Maine Emergency Medical Services (Maine EMS) Bureau and the Maine EMS Board are responsible for the regulation, direction, coordination, and licensure of the EMS system within the State of Maine. This includes oversight of all EMS services, personnel, educational facilities, educators, emergency medical dispatch centers, and emergency medical dispatchers.

ORGANIZATION:

The Board is comprised of 17 members that function as the sole emergency medical services (EMS) rulemaking authority and provide systemic direction to the Maine EMS Bureau and the system. The Maine EMS Bureau is staffed by a team of eight individuals who provide support to the entire statewide system in all aspects of the delivery and monitoring of EMS care and dispatching guidance. Additionally, there are also three independent (non-state) regional contracts to assist in coordinating education and providing support to local EMS agencies regarding quality assurance, medical control, and mutual aid planning.

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Maine has 276 ambulance and non-transporting EMS services that provide basic and advanced emergency medical care, this number also includes specialized air medical and rescue transportation services. There are over 6,000 licensed EMS clinicians and emergency medical dispatchers within the State of Maine as well as approximately 500 licensed EMS vehicles. The EMS system works symbiotically with Maine's larger healthcare system of acute care facilities, long-term care facilities, physicians, nurses, and other healthcare professionals to deliver the highest quality care available to the residents of, and visitors to, the State of Maine.

PROGRAM:

Maine EMS supports a variety of internal programs and committees that function as advisory groups for the Board including, but not limited to, community paramedicine, education, licensure examination, data, emergency medical dispatch, EMS for Children, interfacility transportation, investigations, quality assurance and improvement, Maine Stroke Alliance, Trauma Advisory Committee, and the Medical Direction and Practices Board. The system and Bureau office support a variety of training opportunities both in-person and online to help support EMS services, clinicians, and leadership throughout the system. The Bureau also manages the electronic patient care reporting system that is used by all EMS agencies in the State of Maine to document patient encounters. Maintaining consistent, quality data is a key priority of Maine EMS and imperative for collaborative projects with other state agencies and external stakeholders. Maine EMS functions at the nexus between public health, emergency management, and clinical medicine. Coordination with systemic stakeholders, like the Maine Center for Disease Control and Prevention, are vital to monitoring, supporting, and improving the public's health in the State of Maine.

Financial information related to EMS is included under Department of Public Safety, Budget Unit 219.

LICENSES:

Ambulance Vehicle Licenses
Emergency Medical Service Vehicle Authorization
Ambulance and Non-Transporting Service Licenses and Permits
Emergency Medical Vehicle Operator
Emergency Medical Responder, Emergency Medical Technician (EMT), Advanced EMT, and Paramedic Licensure
EMS Training Centers
EMS Instructor-Coordinator Certification
Air Ambulance Licenses
Emergency Medical Dispatcher
Emergency Medical Dispatch Centers

PUBLICATIONS:

Maine EMS Plan for a Sustainable EMS System in the State of Maine: A Vision for 2035
Laws and Regulations - Maine EMS System
Maine EMS Trauma System Plan
Maine EMS Prehospital Treatment Protocols (Updated Dec. 1, 2019)
Clinical Behavioral Objectives for EMS Education
Maine EMS Run Report Manual
Maine EMS Paramedic Interfacility Transfer Program
Various Training Courses for Clinical Practice
Annual Reports detailing System Function
Maine EMS "Comfort Care/Do Not Resuscitate" patient/provider information kit
Special Circumstances Protocols
Various White Papers Regarding Medical Care
Emergency Medical Dispatch Priority Reference System
COVID-19 Resources and Guidance
Quality Improvement Newsletters (Covering various topics from cardiac arrest to COVID-19)
All of the above documents are available through the Maine EMS website:
www.maine.gov/dps/ems

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

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**OFFICE OF THE STATE FIRE MARSHAL
RICHARD MCCARTHY, STATE FIRE MARSHAL**

Central Office: 45 COMMERCE DRIVE, SUITE 1, AUGUSTA, ME 04330
Mail Address: 52 STATE HOUSE STATION, AUGUSTA, ME 04333-0052 *FAX:* (207) 287-6251
Established: 1973 *Telephone:* (207) 626-3870
Reference: Policy Area:06 Umbrella:16 Unit:224 Citation:T0025 M.R.S.A., Sect.: 000002396
Average Counts-All Positions: 40.000 *Legislative Count:* 40.00

PURPOSE:

The primary function of the State Fire Marshal is to protect lives and property from fire. It is the duty of the State Fire Marshal to enforce all laws, ordinances, and rules directed toward and concerned with the prevention and containment of fire and the protection of life and property; the suppression of arson and investigation of cause, origin, and circumstances of fires; the storage, sale, and use of combustibles, flammables, and explosives; the installation, maintenance, or sale of automatic and other fire alarm systems and fire extinguishing systems; the construction, maintenance, and regulation of fire escapes; the adequacy of means of egress, in case of fire, from buildings; and other such duties as may be conferred or imposed by law.

ORGANIZATION:

The Division of State Fire Prevention was created in 1937 to combat an increasing number of fraudulent insurance claims resulting from set fires. Since then, there has been a substantial growth in the areas of responsibility of the Office of the State Fire Marshal, which replaced the Division of State Fire Prevention in 1972. The scope of statutory authority has broadened to include a number of activities related to life safety as well as fire prevention and law enforcement.

There are two Assistant State Fire Marshals, one supervising the Investigations Division and one supervising the Inspections/Prevention Division. The Assistant State Fire Marshal for Investigations is supported by a Paralegal and the Division is organized into 3 sections each having a Sergeant and 4 Fire Investigators. The Inspections Division has 4 sections each with a supervisor. Those sections are 2 groups of Field Inspectors with 4 Inspectors in each group, Plans Review also with 4 Inspectors and Building Codes which is currently staffed with one supervisor and one support person. The Office has 4 administrative staff and one Planning and Research position handling grants and the fire reporting data system.

Financial data includes expenditures of the Division of Building Codes and Standards, Budget Unit 642.

PROGRAM:

The programs of the State Fire Marshal have primary goals of 1) investigation of the origin and cause of fires and explosions; 2) arson investigation, evidence gathering, and case preparation for possible prosecution; 3) regulate, permit, and inspect for the use of explosives, fireworks, and certain flammable liquids; 4) inspect approximately 25 different types of buildings and facilities with the primary focus to enforce life safety codes and standards; 5) review plans to issue permits for construction and alteration of public buildings, accessibility for disabled persons, installation of fire alarm and fire sprinkler systems, installation of above ground fuel storage tanks, amusement rides, and new self-service gas stations; 6) conduct and offer specialized training for trade professionals, care givers, code enforcement officials, and fire and law enforcement professionals; 7) coordinate efforts of specialty subject areas such as the Juvenile Firesetter Intervention Task Force; 8) implement, manage, and report on Maine's Reduced Ignition Propensity Cigarette law; 9) develop and deliver public education and awareness programs on fire prevention and safety to Maine's most vulnerable populations; 10) conduct research and analysis of the state fire burden for use in the development, implementation, and improvement of new and existing programs; and 11) provide administrative support for the Technical Codes and Standards Board. The Technical Building Codes and Standards Board, established in 5 MRSA, §12004-G, subsection 5-A was established to adopt, amend and maintain the Maine Uniform Building and Energy Code, to resolve conflicts between the Maine Uniform Building and Energy Code and the fire and life safety codes in 25, MRSA §2452 and §2465 and to provide for training for

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municipal building officials, local code enforcement officers, and 3rd-party inspectors.

LICENSES:

Permits:
 Explosive Transportation
 Explosive Storage
 Construction Permit
 Explosive User
 Flammable Liquids, Aboveground
 Fire Sprinkler System Permit
 Barrier-Free Construction Permit
 Fireworks Display Permit

Licenses:

Fire Sprinkler System Contractor License
 Fire Sprinkler Inspection Technician
 Traveling Circus, Carnival, Amusement Show, and Mechanical Rides
 Theater and Motion Picture Houses
 Motor Vehicle Racing
 Fireworks Technician
 Dance Facilities
 Consumer Fireworks Sales
 Code Enforcement Officer Certification

PUBLICATIONS:

Maine Safety Rules for Amusement Devices and Midways

 Rules and Regulations Governing the Tents and Equipment of Circuses and Traveling Amusements

 Rules and Regulations Relating to Structures Used by the Public as Spectators During Motor Vehicle Racing

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| OFFICE OF THE STATE FIRE MARSHAL | TOTAL FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|-------------------------------------|------------------------------|-----------------|-----------------------------|-----------------|------------------|---------------|
| EXPENDITURES | | | | | | |
| SALARIES & WAGES | 3,215,346 | 546,902 | 2,668,444 | | | |
| HEALTH BENEFITS | 723,685 | 110,498 | 613,187 | | | |
| RETIREMENTS | 1,176,505 | 192,008 | 984,497 | | | |
| OTHER FRINGE BENEFITS | 79,608 | 12,927 | 66,681 | | | |
| COMPUTER SERVICES | 370,434 | 21,142 | 349,292 | | | |
| CONTRACTUAL SERVICES | 500,417 | 18,755 | 481,662 | | | |
| RENTS | 79,952 | 8,481 | 71,471 | | | |
| COMMODITIES | 302,671 | 1,138 | 301,533 | | | |
| EQUIPMENT | 526,591 | | 526,591 | | | |
| TRANSFER TO OTHER FUNDS | 70,291 | | 70,291 | | | |
| TOTAL EXPENDITURES | 7,045,500 | 911,851 | 6,133,649 | | | |

**GAMBLING CONTROL BOARD
 MILTON F CHAMPION, EXECUTIVE DIRECTOR**

Central Office: 45 COMMERCE DRIVE SUITE 3, AUGUSTA, ME 04330
 Mail Address: 87 STATE HOUSE STATION, AUGUSTA, ME 04333-0087 FAX: (207) 287-4356
 Established: 2004 Telephone: (207) 626-3900
 Reference: Policy Area: 06 Umbrella: 16 Unit: 633 Citation: T0008 M.R.S.A., Sect.: 000001002
 Average Counts-All Positions: 21.000 Legislative Count: 21.00

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PURPOSE:

The Gambling Control Board is a 5 member board appointed by the Governor charged with the regulation of casino gaming as authorized by 8 MRSA, Chapter 31. The Gambling Control Unit is a bureau within the Department of Public Safety that reports to the Board and is responsible for the inspection, monitoring, and investigation of the companies and individuals that are associated with gaming activities at licensed facilities in the State. Further, the Gambling Control Unit oversees the collection and distribution of funds that are generated from those operations as well as charitable gaming, fantasy contests, and sports wagering.

ORGANIZATION:

The Executive Director serves as director to both the Gambling Control Unit and the Board. The Director provides leadership, oversight, and administration of the 3 functional areas to include Licensing, Auditing, and Inspections. In addition to the Executive Director, the Gambling Control Unit has 19 employees assigned to it. An Office Specialist and an Office Assistant are assigned to the Unit to assist with the administrative duties of the Board and the Unit. One Inspector Supervisor supervises the activities of the Inspectors at the facilities. Nine civilian Inspectors are located at the gaming facilities during all hours the facilities are open to observe operations. Two Auditors ensure proper accounting and distribution of funds generated from the gaming facilities. A Maine State Police Detective performs the investigative functions associated with licensing and any criminal activities. Additionally, one position from the State Bureau of Identification is financially supported due to the number of fingerprints from persons seeking licensure.

PROGRAM:

The Gambling Control Unit assists the Gambling Control Board in providing daily oversight of regulatory matters associated with slot machine, casino gaming, and advance deposit wagering. Specific responsibilities include budget planning, revenue distribution, rule promulgation, staff development, legislative analysis, individual and business licensing, and enforcement of administrative actions. The Gambling Control Board utilizes a central monitoring system operated by a third-party contractor to protect state revenues and maintain the public's confidence in the integrity of gaming activity. The Unit also regulates charitable gaming, fantasy contests, and sports wagering. The Unit added a Deputy Director, two Charitable Inspectors, and one Sports Wagering Inspector. The Unit's mission is to provide efficient, effective, and consistent regulation of authorized gaming in the State of Maine.

LICENSES:

Slot Machine or Casino Operators
Slot Machine and Table Game Distributors
Gambling Services Vendors
Slot Machine or Casino Facility Employees
Distributor and Service Vendor Employees
Non-Profit Charitable Licenses
Non-Profit Charitable Registrations
Charitable Gaming Distributors
Internet Raffle Operators
Fantasy Contest Operators

PUBLICATIONS:

Annual Report to Governor each March 15 on Gambling Control Unit website.

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FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| EXPENDITURES | TOTAL | GENERAL | SPECIAL | HIGHWAY | FEDERAL | MISC |
|-----------------------------|-------------------|------------------|------------------|---------|---------|------|
| | FOR ALL FUNDS | | | | | |
| GAMBLING CONTROL BOARD | | | | | | |
| SALARIES & WAGES | 1,096,893 | 1,019,439 | 77,454 | | | |
| HEALTH BENEFITS | 295,782 | 274,137 | 21,645 | | | |
| RETIREMENTS | 250,327 | 233,900 | 16,427 | | | |
| OTHER FRINGE BENEFITS | 27,275 | 25,481 | 1,794 | | | |
| COMPUTER SERVICES | 89,728 | | 89,728 | | | |
| CONTRACTUAL SERVICES | 1,225,308 | 291 | 1,225,017 | | | |
| RENTS | 64,237 | | 64,237 | | | |
| COMMODITIES | 6,741 | | 6,741 | | | |
| GRANTS, SUBSIDIES, PENSIONS | 7,378,622 | | 7,378,622 | | | |
| TRANSFER TO OTHER FUNDS | 16,684 | | 16,684 | | | |
| TOTAL EXPENDITURES | 10,451,597 | 1,553,248 | 8,898,349 | | | |

BUREAU OF HIGHWAY SAFETY
LAUREN V. STEWART, DIRECTOR

Central Office: 45 COMMERCE DRIVE, SUITE 1, AUGUSTA, ME 04330
 Mail Address: 164 STATE HOUSE STATION, AUGUSTA, ME 04333-0164 FAX:
 Established: 1980 Telephone: (207) 626-3840
 Reference: Policy Area: 06 Umbrella: 16 Unit: 221 Citation: T0025 M.R.S.A., Sect.: 000002902
 Average Counts-All Positions: 9.000 Legislative Count: 9.00

PURPOSE:

The Bureau of Highway Safety is responsible for the State's highway safety program. The Bureau is authorized to develop and implement a process for obtaining information about highway safety programs of other federal, state, and local agencies; to provide technical assistance to other agencies and political subdivisions for development of highway safety programs; and to provide financial and technical assistance to other state agencies and political subdivisions in carrying out highway safety programs.

ORGANIZATION:

The Bureau of Safety was established under the Department of Public Safety in December 1980. In 1990, the Legislature changed the name to the Bureau of Highway Safety.

PROGRAM:

The Highway Safety component consists of the planning, development, implementation, and evaluation of Section 402, Title 23 U.S.C. Highway Safety Program in the State of Maine and related incentive funding. The Bureau administers and funds education and enforcement programs and other proven countermeasures to reduce and eliminate fatalities, serious injuries and property damage resulting from motor vehicle crashes. Emphasis areas include: occupant restraint for adults and children, speed and aggressive driving, law enforcement training programs, distracted driving, drowsy driving, alcohol and drug impaired driving, emergency medical services, driver training, teen driver safety, mature driver safety, motorcycle safety, pedestrian and bicycle safety, pupil transportation safety, and development and enhancement of state traffic records data systems. The Bureau is also responsible for the State's media program associated with driver education and awareness.

The Bureau administers the State's Implied Consent under 29-A MRSA, §2521; the Maine Driving Dynamics Defensive Driver Program (MDD); the federal Fatality Analysis Reporting System (FARS); and the Child Safety Seat Inspection and Distribution Program in Maine. The Bureau provides technical and financial assistance to agencies participating in these programs.

DEPARTMENT OF PUBLIC SAFETY

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| BUREAU OF HIGHWAY SAFETY | TOTAL FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|-----------------------------|------------------------------|-----------------|-----------------------------|-----------------|------------------|---------------|
| EXPENDITURES | | | | | | |
| SALARIES & WAGES | 526,600 | | 4,125 | 8,399 | 514,076 | |
| HEALTH BENEFITS | 140,103 | | 1,022 | 1,414 | 137,667 | |
| RETIREMENTS | 122,200 | | 923 | 1,868 | 119,409 | |
| OTHER FRINGE BENEFITS | 12,363 | | 100 | 170 | 12,093 | |
| COMPUTER SERVICES | 564,121 | | | 51,027 | 513,094 | |
| CONTRACTUAL SERVICES | 2,719,154 | | 5,423 | 217,245 | 2,496,486 | |
| RENTS | 36,050 | | | 36,050 | | |
| COMMODITIES | 224,526 | | | 203,497 | 21,029 | |
| GRANTS, SUBSIDIES, PENSIONS | 881,470 | | | | 881,470 | |
| EQUIPMENT | 58,500 | | | | 58,500 | |
| TRANSFER TO OTHER FUNDS | 26,473 | | 71 | 3,214 | 23,188 | |
| TOTAL EXPENDITURES | 5,311,560 | | 11,664 | 522,884 | 4,777,012 | |

**STATE BUREAU OF IDENTIFICATION
COL. WILLIAM ROSS, CHIEF, MAINE STATE POLICE
MATTHEW R. RUEL, DIRECTOR**

Central Office: 45 COMMERCE DRIVE, SUITE 1, AUGUSTA, ME 04330
Mail Address: 42 STATE HOUSE STATION, AUGUSTA, ME 04333-0042 *FAX:* (207) 287-3042
Established: 1937 *Telephone:* (207) 626-3803
Reference: Policy Area: 06 Umbrella: 16 Unit: 223 Citation: T0025 M.R.S.A., Sect.: 000001541

PURPOSE:
 The State Bureau of Identification, a division of the Maine State Police, is the central repository of criminal history record information for the State of Maine. The Bureau provides criminal history and sex offender registry information to agencies and persons authorized by law to receive such information, serves as the repository of fingerprint images provided by local agencies, and serves as the single point of transmission to the Federal Bureau of Investigation of all criminal history and fingerprint images.

ORGANIZATION:
 The Bureau was created in 1937 as the central repository of criminal history record information.

PROGRAM:
 The Bureau is enhancing and implementing new software to computerize its record systems and improve its biometric systems to better provide information to law enforcement agencies and the public. This is achieved by developing and enhancing automated information sharing with local law enforcement, the prosecutorial districts, and the court system. The automated Fingerprint Identification System went online in August 1998. These systems serve as a major component in law enforcement information sharing, not just at the state level but on the federal level also.

The Bureau provides information to its law enforcement partners in a 24/7 environment through an automated response. The Bureau also provides public criminal history information to the public as a fee-based service. Along with criminal history records information, the Bureau operates and maintains the sex offender registry. The registry staff work with local law enforcement agencies to refer new offenders and update verification information. In addition, the agency maintains all the information that is posted on the State Sex Offender Registry website.

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

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BUREAU OF STATE POLICE

COL WILLIAM ROSS, CHIEF MAINE STATE POLICE

LT. COL BRIAN SCOTT, DEPUTY CHIEF

WATS: (800) 452-4664

Central Office: 45 COMMERCE DRIVE, SUITE 1, AUGUSTA, ME 04330

Mail Address: 42 STATE HOUSE STATION, AUGUSTA, ME 04333-0042 FAX: (207) 287-3042

Established: 1925 Telephone: (207) 626-3803

Reference: Policy Area: 06 Umbrella: 16 Unit: 222 Citation: T0025 M.R.S.A., Sect.: 000001501

Average Counts-All Positions: 461.000 Legislative Count: 461.00

PURPOSE:

The primary mission of the Bureau of State Police is to safeguard the constitutional rights, liberty, and security of its citizens by enforcing the motor vehicle and criminal statutes of Maine and to provide professional aid in times of need and crisis. The Bureau was established to patrol the highways, especially outside the compact portion of cities and towns without local law enforcement agencies. The Bureau provides specialized response teams to support major critical incidents and manages the State's crime laboratory, the State's designated intelligence fusion center, the State Bureau of Identification, and Maine's Computer Crimes Unit. The Bureau also provides security for the Governor and family on a twenty-four hour basis.

ORGANIZATION:

2021 marked the 100th anniversary as the Bureau of State Police was established in 1921. In 1931 a reorganization act was passed by the Legislature designating the Chief as executive head of the Bureau of State Police under the direction of the Governor. Six years later, the Division of Highway Safety and the State Bureau of Identification were created by the Legislature under the control of the Bureau of State Police. In 1939, the Bureau of Criminal Investigation and the Communications Division were established, along with the division of the State Police into six districts. Because of the increased demands for State Police services, the Bureau was reorganized several times during the 1950s and 1960s. In 1971, the Legislature incorporated the Bureau of State Police into the Department of Public Safety.

Today, the Bureau of State Police is comprised of eight field troops patrolling the rural areas and the Maine Turnpike, one troop focused on commercial vehicle enforcement regulations, three Major Crimes Units, an Unsolved Homicide Unit, and seven other units and numerous specialty teams organized within the Support Services Division.

PROGRAM:

The programs of the Bureau of State Police have primary goals of 1) patrolling rural areas of Maine without organized police departments for the purpose of preventing and investigating criminal activity; 2) enforcing traffic safety laws in rural areas, on the Maine Turnpike, and on the Interstate System; 3) overseeing the Motor Vehicle Inspection Program and enforcing the Commercial Motor Vehicle laws and rules; 4) investigating homicides that occur outside Portland and Bangor; 5) investigating child abuse/neglect cases; 6) providing specialized support, such as response teams, computer, and crime laboratory services, to all law enforcement agencies; 7) providing a repository for criminal history and records information; and 8) providing specialized administrative, licensing, and enforcement services.

DEPARTMENT OF PUBLIC SAFETY

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| BUREAU OF STATE POLICE | TOTAL FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|-----------------------------|------------------------------|-------------------|-----------------------------|-------------------|------------------|---------------|
| EXPENDITURES | | | | | | |
| SALARIES & WAGES | 39,109,443 | 19,811,270 | 3,430,165 | 14,670,181 | 1,197,827 | |
| HEALTH BENEFITS | 8,293,020 | 4,160,108 | 644,022 | 3,286,414 | 202,476 | |
| RETIREMENTS | 11,251,251 | 5,663,435 | 1,028,969 | 4,267,799 | 291,048 | |
| OTHER FRINGE BENEFITS | 1,434,996 | 727,556 | 125,206 | 559,510 | 22,724 | |
| COMPUTER SERVICES | 5,556,851 | 2,649,302 | 420,286 | 1,631,696 | 855,567 | |
| CONTRACTUAL SERVICES | 11,121,649 | 5,403,943 | 1,482,013 | 3,671,349 | 564,344 | |
| RENTS | 685,575 | 484,018 | | 201,557 | | |
| COMMODITIES | 2,494,638 | 1,378,427 | 38,556 | 760,275 | 317,380 | |
| GRANTS, SUBSIDIES, PENSIONS | 2,608 | | | | 2,608 | |
| EQUIPMENT | 943,771 | 26,335 | 584,427 | 88,234 | 244,775 | |
| INTEREST-DEBT RETIREMENT | 1,264,706 | 822,059 | | 442,647 | | |
| TRANSFER TO OTHER FUNDS | 704,349 | 1,012 | 126,648 | 518,105 | 58,584 | |
| TOTAL EXPENDITURES | 82,862,857 | 41,127,465 | 7,880,292 | 30,097,767 | 3,757,333 | |

PUBLIC UTILITIES COMMISSION

PUBLIC UTILITIES COMMISSION

HARRY LANPHEAR, ADMINISTRATIVE DIRECTOR

AMY DUMENY, ASST. ADMIN. DIRECTOR

WATS: (800) 452-4699

Central Office: 26 KATHERINE DRIVE, HALLOWELL, ME 04347

Mail Address: 18 STATE HOUSE STATION, AUGUSTA, ME 04333-0018 FAX: (207) 287-1039

Established: 1913 Telephone: (207) 287-3831

Reference: Policy Area: 07 Umbrella: 65 Unit: 407 Citation: T0035A M.R.S.A., Sect.: 000000103

Average Counts-All Positions: 75.50 Legislative Count: 75.50

Units:

EMERGENCY SERVICES COMMUNICATION BUREAU

E-9-1-1 COUNCIL

PURPOSE:

The Public Utilities Commission's purpose is to ensure that utilities in the State of Maine provide safe and reliable utility services at rates that are just and reasonable for customers and public utilities, while also helping achieve reductions in greenhouse gas emissions to meet the greenhouse gas emissions reduction levels set forth in Title 38, section 576-A. The Commission acts as a quasi-judicial body which decides cases involving rates, service, financing, and other activities of the utilities it regulates. The Commission also has investigatory and rulemaking authority. The Commission currently has jurisdiction over approximately 160 water utilities, 15 electric utilities, 4 gas utilities, 25 local telephone utilities, 1 water carrier, 294 competitive electricity providers, and 192 competitive local and interchange carriers.

The Commission is divided into five operating divisions with respective powers and duties as follows:

The ADMINISTRATIVE DIVISION is responsible for fiscal, personnel, contract, docket management and information technology, as well as physical plant. The Division provides support services to the other divisions and assists the Commission in coordinating its activities. The CONSUMER ASSISTANCE AND SAFETY DIVISION (CASD) receives, analyzes, and responds to complaints from Maine utility customers. This Division is also responsible for gas safety and Dig Safe activities. The LEGAL DIVISION represents the Commission before federal and state appellate and trial courts and agencies. It provides hearing examiners and staff attorneys in cases before the Commission. The TELEPHONE AND WATER DIVISION is responsible for financial, technical, and policy related investigations and analyses conducted by the Commission on telephone and water utilities. The Division provides expert advice to the Commission on such matters as revenues, expenses, engineering, economics, technology, and other technical aspects related to the telephone and water industries. The ELECTRIC AND GAS DIVISION is responsible for financial, technical, and policy related investigations and analyses conducted by the Commission on electric and gas utilities. The Division provides expert advice to the Commission on such matters as revenues, expenses, engineering, economics, technology, and other technical aspects related to the electric and gas industries.

ORGANIZATION:

The Public Laws of 1913, effective by Proclamation, after referendum on October 30, 1914, created the Public Utilities Commission. It was organized December 1, 1914. The Act abolished the Board of Railroad Commissioners, established in 1858, and conferred upon the Public Utilities Commission all powers vested in that Board, as well as the State Water Storage Commission, including custody and control of all records, maps, and papers pertaining to the offices of the Railroad Commissioners and the State Water Storage Commission, the latter of which was not legally abolished until 1916. The Commission retains jurisdiction over the transportation of passengers and property for compensation by vessel in Casco Bay under chapter 174 of the Private and Special Laws of 1963. Chapters 207 and 617 of the Public Laws of 1983 specifically exempted dealers of gas in liquid form from Commission jurisdiction, which had not been previously exercised. Central tanks serving more than 10 customers are still subject to the jurisdiction of the Commission. Chapter 304 of the Public Laws of 1983 deregulated one-way paging service. Public Law 1991, chapter 342, exempted cellular telephone providers, from regulation as public utilities, as long as one provider does not "exclusively control" the assigned service area and unless the Commission determines that the cellular provider is engaged in providing basic exchange telephone service. Public Law 1999, chapter 718, gave the Commission

PUBLIC UTILITIES COMMISSION

enforcement authority over the Dig Safe damage prevention statute. Public Law 2003, chapter 359, moved the Emergency Services Communication Bureau to the Commission giving it oversight responsibility for the E-9-1-1 program. Chapter 623 of the Public Laws of 2011 and chapter 462 of the Public Laws of 2015 largely deregulated the telecommunications industry. Public Law 2015, chapter 462 provided for the removal of the obligation to provide Provider of Last Resort service, regulated by the Commission, in 22 specific municipalities.

The present Public Utilities Commission consists of 3 Commissioners appointed by the Governor subject to review by the legislative committee having jurisdiction over public utilities and to confirmation by the Senate, for terms of 6 years. The Governor designates one Commissioner as Chair and all 3 Commissioners devote full time to their duties.

PROGRAM:

The Commission regulates the State's electric transmission and distribution companies, telephone, gas, and water utilities, as well as water carriers. The basic purpose of this regulatory system is to assure safe, reasonable and adequate service at rates that are just and reasonable to customers and public utilities. During the 12 months ending June 30, 2023, 325 cases were filed with the Commission and the Commission closed 355 cases.

The CASD is charged with ensuring that consumers and utilities receive fair and equitable service through CASD educational and complaint resolution programs. During the 12 months ending December 2022, CASD handled 9,281 consumer contacts, including 5,534 information requests and 1,360 complaints. Most complaints (93%) were related to the electric utilities, with 1% attributable to telephone utilities, 1% attributable to gas utilities, and 5% attributable to water utilities. In addition, the CASD ordered \$75,195 in abatements to customers. The CASD received 31 utility exemption requests during 2022. Finally, CASD received 178 requests from utilities to disconnect customers' service during the winter months in 2022.

LICENSES:

LICENSES, PERMITS ETC: The Commission issues orders approving schedules of rates, terms, and conditions; certificates of public convenience and necessity to construct, own, or contract for major transmission facilities or to rebuild or relocate major transmission facilities; applications by providers of telephone, electric, or gas utility services to provide telephone, electric, or gas service in a municipality in which an existing utility is furnishing or authorized to furnish service, upon declaration by the Commission that the public convenience and necessity requires a second public utility; applications by competitive electricity providers for licenses to sell electricity to consumers (246 licensed to date although not all are active); and issues certificates of convenience and necessity to provide service to carriers of passengers and freight by water in Casco Bay.

PUBLICATIONS:

Annual Report to Joint Standing Committee on Energy, Utilities and Technology of the Maine Legislature. (No Charge)
Rules (No Charge)
Various consumer information publications (No Charge)
Electronic documents from the Commission such as orders, briefs, and rulemakings for parties or interested persons in cases can be obtained from the Commission's Case Management System, which can be accessed from the Commission's web site at: www.maine.gov/mpuc/. Copies of these materials may be requested and the requestor will be charged printing costs. All Commission reports, orders, rules, procurements, and docket information can be found on the Commission's website at: www.maine.gov/mpuc/.

PUBLIC UTILITIES COMMISSION

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| DEPARTMENT SUMMARY | TOTAL FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|-----------------------------|------------------------------|-----------------|-----------------------------|-----------------|------------------|---------------|
| SALARIES & WAGES | 6,294,917 | | 6,248,620 | | 46,297 | |
| HEALTH BENEFITS | 1,197,317 | | 1,197,317 | | | |
| RETIREMENTS | 1,581,428 | | 1,581,428 | | | |
| OTHER FRINGE BENEFITS | 155,657 | | 155,657 | | | |
| COMPUTER SERVICES | 516,268 | | 516,268 | | | |
| CONTRACTUAL SERVICES | 8,023,510 | | 8,023,510 | | | |
| RENTS | 411,181 | | 411,181 | | | |
| COMMODITIES | 26,643 | | 26,643 | | | |
| GRANTS, SUBSIDIES, PENSIONS | 1,831,015 | | 1,831,015 | | | |
| TRANSFER TO OTHER FUNDS | 130,368 | | 129,895 | | 473 | |
| TOTAL EXPENDITURES | 20,168,304 | | 20,121,534 | | 46,770 | |

| PUBLIC UTILITIES COMMISSION | TOTAL FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|-----------------------------|------------------------------|-----------------|-----------------------------|-----------------|------------------|---------------|
| SALARIES & WAGES | 5,630,195 | | 5,583,898 | | 46,297 | |
| HEALTH BENEFITS | 1,060,722 | | 1,060,722 | | | |
| RETIREMENTS | 1,423,831 | | 1,423,831 | | | |
| OTHER FRINGE BENEFITS | 139,498 | | 139,498 | | | |
| COMPUTER SERVICES | 406,182 | | 406,182 | | | |
| CONTRACTUAL SERVICES | 2,243,892 | | 2,243,892 | | | |
| RENTS | 346,924 | | 346,924 | | | |
| COMMODITIES | 26,643 | | 26,643 | | | |
| GRANTS, SUBSIDIES, PENSIONS | 1,826,015 | | 1,826,015 | | | |
| TRANSFER TO OTHER FUNDS | 113,001 | | 112,528 | | 473 | |
| TOTAL EXPENDITURES | 13,216,903 | | 13,170,133 | | 46,770 | |

EMERGENCY SERVICES COMMUNICATION BUREAU
HARRY LANPHEAR, ADMINISTRATIVE DIRECTOR
MARIA JACQUES, DIRECTOR

Central Office: 26 KATHERINE DRIVE, HALLOWELL, ME 04347
 Mail Address: 18 STATE HOUSE STATION, AUGUSTA, ME 04333-0018 FAX: (207) 287-1039
 Established: 2003 Telephone: (207) 287-3831
 Reference: Policy Area: 07 Umbrella: 65 Unit: 625 Citation: T0025 M.R.S.A., Sect.: 000002926
 Average Counts-All Positions: 9.000 Legislative Count: 9.00

PURPOSE:

The Emergency Services Communication Bureau (the Bureau) is responsible for the implementation and management of the Enhanced 9-1-1 system (E-9-1-1). The Bureau, in consultation with the E-9-1-1 Council, is responsible for developing all system elements, standards, and cost estimates necessary to provide for the installation and operation of a statewide E-9-1-1 system.

ORGANIZATION:

The Bureau was established in 1994 within the Department of Public Safety. Public Law 2003, chapter 359 moved the Bureau to the Public Utilities Commission giving it oversight responsibility for the E-9-1-1 program. The Bureau is charged with the implementation and management of statewide E-9-1-1, including the deployment of E-9-1-1 service using emerging communications technologies including, but not limited to, internet protocol enabled services that can connect users to public safety answering points (Maine Revised Statutes, Title 25, section 2526).

PROGRAM:

Today, the Bureau oversees a statewide Next Gen 9-1-1 system, an advanced emergency communications system that allows access to 9-1-1 from non-voice services such as text messaging and automated crash notification systems as standards are developed and tested. This technology positions Maine's system well

PUBLIC UTILITIES COMMISSION

to receive and recognize the location of 9-1-1 requests from any device.

Geographic Information Systems play a critical role within the Next Gen 9-1-1 system. Bureau staff provides local municipalities and counties technical assistance in the naming and numbering of all streets and road networks. The Bureau also offers a variety of courses at its training center at the Maine Criminal Justice Academy to ensure that 9-1-1 call takers and dispatchers have all the necessary skills to handle emergency calls.

LICENSES:

Not applicable

PUBLICATIONS:

Maine Enhanced 9-1-1 Addressing Officers Manual, seventh edition
 Web Page www.maine.gov/maine911

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| EMERGENCY SERVICES COMMUNICATION BUREAU | TOTAL | | SPECIAL REVENUE | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|--|---------------------|-----------------|--------------------|-----------------|------------------|---------------|
| | FOR ALL FUNDS | GENERAL FUND | | | | |
| EXPENDITURES | FUNDS | FUND | FUNDS | FUND | FUNDS | FUNDS |
| SALARIES & WAGES | 664,722 | | 664,722 | | | |
| HEALTH BENEFITS | 136,595 | | 136,595 | | | |
| RETIREMENTS | 157,597 | | 157,597 | | | |
| OTHER FRINGE BENEFITS | 16,159 | | 16,159 | | | |
| COMPUTER SERVICES | 110,086 | | 110,086 | | | |
| CONTRACTUAL SERVICES | 5,779,618 | | 5,779,618 | | | |
| RENTS | 64,256 | | 64,256 | | | |
| GRANTS, SUBSIDIES, PENSIONS | 5,000 | | 5,000 | | | |
| TRANSFER TO OTHER FUNDS | 17,367 | | 17,367 | | | |
| TOTAL EXPENDITURES | 6,951,400 | | 6,951,400 | | | |

E-9-1-1 COUNCIL

PHILIP L. BARTLETT II, CHAIR, PUC

WATS: (800) 452-4699

Central Office: 26 KATHERINE DRIVE, HALLOWELL, ME 04347
 Mail Address: 18 STATE HOUSE STATION, AUGUSTA, ME 04333-0018 FAX: (207) 287-1039
 Established: 2003 Telephone: (207) 287-3831
 Reference: Policy Area: 07 Umbrella: 65 Unit: 634 Citation: T0025 M.R.S.A., Sect.: 000002925

PURPOSE:

The E-9-1-1 Council is composed of 17 members and was established to advise the Emergency Services Communication Bureau on the activities relating to the establishment of an E-9-1-1 system, review and comment on rules proposed by the Bureau, assist in responding to and resolving service-related complaints, and provide public information about the operation of the E-9-1-1 system.

ORGANIZATION:

The membership of the council is: one person appointed by the Public Utilities Commission, one person appointed by the Commissioner of Public Safety, and 15 persons appointed by the Governor from nominations as detailed in Maine Revised Statutes, Title 25, section 2925.

PROGRAM:

The Council shall advise and assist the Emergency Services Communication Bureau in the implementation of the E-9-1-1 system.

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

DEPARTMENT OF THE SECRETARY OF STATE

**DEPARTMENT OF THE SECRETARY OF STATE
SHENNA BELLOWS, SECRETARY OF STATE
DOROTHY CANELLI, CHIEF DEPUTY SECRETARY**

Central Office: NASH SCHOOL, FLOOR 2, AUGUSTA, ME 04330

Mail Address: 148 STATE HOUSE STATION, AUGUSTA, ME 04333-0148 *FAX:* (207) 287-8598

Established: 1920 *Telephone:* (207) 626-8400

Reference: Policy Area: 00 *Umbrella:* 29 *Unit:* 250 *Citation:* T0005 *M.R.S.A., Sect.:* 000000081

Average Counts-All Positions: 443.000 *Legislative Count:* 443.00

Units:

| | |
|---|--|
| <i>ADMINISTRATIVE SERVICES DIVISION (MOTOR VEHICLES)</i> | <i>DIVISION OF LEGAL AFFAIRS</i> |
| <i>MAINE STATE ARCHIVES</i> | <i>MEDICAL ADVISORY BOARD (RE: LICENSING OF DRIVERS)</i> |
| <i>DIVISION OF ARCHIVES SERVICES</i> | <i>BUREAU OF MOTOR VEHICLES</i> |
| <i>DIVISION OF CORPORATIONS, UCC AND COMMISSIONS</i> | <i>DIVISION OF PUBLIC SERVICES</i> |
| <i>BUREAU OF CORPORATIONS, ELECTIONS AND COMMISSIONS</i> | <i>DIVISION OF RECORDS MANAGEMENT SERVICES</i> |
| <i>DIVISION OF DRIVER LICENSE SERVICES</i> | <i>BUREAU OF THE SPECIAL ADVOCATE</i> |
| <i>DIVISION OF ELECTIONS AND APA</i> | <i>TITLE SERVICES DIVISION</i> |
| <i>DIVISION OF INFORMATION TECHNOLOGY</i> | <i>DIVISION OF VEHICLE SERVICES</i> |
| <i>DIVISION OF ENFORCEMENT, ANTI-THEFT & REGULATION</i> | |

PURPOSE:

The Office of the Secretary of State provides administrative and policy oversight for the Department of the Secretary of State. The Secretary of State is provided for in the Constitution of the State of Maine and therein is required to attend the Governor, the Senate and the House of Representatives as they shall respectively require, to keep and preserve the records of all their official acts and proceedings, and to perform such other duties as required by law.

Maine statute provides for additional duties of the Secretary of State as follows: Title 4 (Notaries); Title 5 (Office of the Special Advocate, Address Confidentiality Program, Archives, Notaries, Boards and Commissions, and the Administrative Procedures Act); Title 10 (service and trade marks); Title 11 (Uniform Commercial Code filings); Titles 13, 13-A, 13-B and 13-C (corporations); Title 21-A (elections and citizen initiated legislation); Title 29-A (motor vehicles); Title 30-A (election of county officers) and Title 31 (limited partnerships and limited liability companies). There are approximately 800 separate sections of Maine law which refers to the duties of the Secretary of State.

Specifically, the Office of the Secretary of State is responsible for the overall administration, including finances, personnel and programs, of the Department of the Secretary of State's respective bureaus: the Maine State Archives; the Bureau of Corporations, Elections and Commissions; and the Bureau of Motor Vehicles.

ORGANIZATION:

The Secretary of State, as established by the Constitution of the State of Maine in 1820, is elected biennially, by ballot at a joint caucus of both bodies of the Legislature. In 1862, certificates of incorporation were required to be deposited with the Secretary of State, leading to the formation of a Corporation Division in 1870.

The Elections Division was established in 1891, when the Secretary of State was designated the responsibility for printing and distributing ballots to towns, providing returns and performing other duties related to elections.

The Bureau of Motor Vehicles was established in 1905, to provide for the registration of motor vehicles by the Secretary of State. In 1919, the registration of legislative counsel and employers became a function of the Secretary of State. In 1963, the State adopted the Uniform Commercial Code (UCC) to be administered by the Secretary of State as a function of the Corporations Division. Also in 1963, the Department of the Secretary of State was first recognized under the law with the Secretary of State being designated as its executive head.

The Maine State Archives, created in 1965 and administered by the State Archivist, was made a bureau of the Department in 1973. The Administrative

DEPARTMENT OF THE SECRETARY OF STATE

Procedures Act became effective July 1, 1978. The Bureau of the Special Advocate was created in 2011 to aid small businesses.

PROGRAM:

The Department is made up of three bureaus: the Maine State Archives, the Bureau of Corporations, Elections and Commissions (CEC), and the Bureau of Motor Vehicles (BMV), and two offices, the Office of the Secretary of State and the Office of Information Services. As a Constitutional Officer, the Secretary of State is charged with carrying out the Department's diverse responsibilities and unique mission.

Customer service and government efficiency are top priorities. The Department is recognized as a leader in the effort to enhance access to information and services using technology. With more than 27 online services in place, the Department continues to identify services that can be offered electronically and made available to the public and businesses 24 hours a day, 7 days a week. Through a partnership with the Information Resource of Maine (InforME), new online services are launched on a regular basis.

The Department takes its responsibilities in elections and civic education very seriously and conducts a variety of projects designed to strengthen our democracy. The Department is committed to equity and inclusion to improve representation for all Maine people.

The Department's commitment to the State's younger generation is evident in programs such as the Maine Student Mock Election, John Lewis Youth Leadership Award and the Eighth Grade Citizenship Awards. That commitment carries throughout the entire Department, as evidenced by improvements in teen driving laws and the Parent's Supervised Driving Program.

The Small Business Advocate works to resolve regulatory issues between state agencies and small businesses.

LICENSES:

See Bureau information for specific listings.
<http://www.maine.gov/sos/cec/>
<http://www.maine.gov/sos/bmv/>
<http://www.maine.gov/sos/arc/>

PUBLICATIONS:

<http://www.maine.gov/sos/>

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| DEPARTMENT SUMMARY | TOTAL FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|-----------------------------|------------------------------|------------------|-----------------------------|-------------------|------------------|---------------|
| EXPENDITURES | | | | | | |
| SALARIES & WAGES | 20,331,665 | 2,560,372 | 198,795 | 17,572,498 | | |
| HEALTH BENEFITS | 5,602,683 | 652,522 | 57,628 | 4,892,533 | | |
| RETIREMENTS | 4,682,194 | 599,436 | 47,700 | 4,035,058 | | |
| OTHER FRINGE BENEFITS | 484,772 | 59,661 | 4,672 | 420,439 | | |
| COMPUTER SERVICES | 4,297,578 | 582,978 | 168,804 | 2,828,092 | 717,704 | |
| CONTRACTUAL SERVICES | 7,255,362 | 1,286,549 | 43,343 | 5,665,736 | 259,734 | |
| RENTS | 1,944,390 | 324 | 5,152 | 1,938,914 | | |
| COMMODITIES | 4,065,811 | 784,495 | 143,242 | 2,906,461 | 231,613 | |
| GRANTS, SUBSIDIES, PENSIONS | 548,237 | 1,665 | 546,572 | | | |
| EQUIPMENT | 286,820 | | | 229,691 | 57,129 | |
| TRANSFER TO OTHER FUNDS | 1,314,152 | 14,444 | 20,358 | 1,242,522 | 36,828 | |
| TOTAL EXPENDITURES | 50,813,664 | 6,542,446 | 1,236,266 | 41,731,944 | 1,303,008 | |

DEPARTMENT OF THE SECRETARY OF STATE

ADMINISTRATIVE SERVICES DIVISION (MOTOR VEHICLES)

DAVID LACHANCE, DIRECTOR

Central Office: 101 HOSPITAL STREET, AUGUSTA, ME 04330

Mail Address: 29 STATE HOUSE STATION, AUGUSTA, ME 04333-0029 *FAX:* (207) 624-9013

Established: 1943 *Telephone:* (207) 624-9005

Reference: Policy Area: 00 *Umbrella:* 29 *Unit:* 250D *Citation:* T0029A *M.R.S.A., Sect.:* 000000151

PURPOSE:

The Division of Administrative Services provides services for the bureaus, divisions, and sections within the Department of the Secretary of State. This includes the Bureau of Corporations, Elections and Commissions (CEC), the Maine Archives, Information Services, and the Bureau of Motor Vehicles (BMV). The divisions within the Bureau of Motor Vehicles consist of Driver License Services, Legal Affairs, Adjudications & Hearings, Enforcement, Anti-Theft & Regulations, Public Services, Titles and Vehicle Services. The Administrative Services Division provides financial and management support services including accounting, audit, budgeting, inventory management, human resources, payroll, plate manufacturing, records management, revenue collection, central stores and supply, mail handling, and facilities management. These services cover the main office, 13 branch offices, outreach locations operated by two mobile units, Archives, CEC, and Secretary of State's Office.

ORGANIZATION:

To maximize efficiencies, consolidate functions, and realize savings, the administrative functions of the Bureau of Corporations, Elections and Commissions and the Maine Archives were merged with the Bureau of Motor Vehicles Administrative Services Division as part of a cost savings measure in Public Law 2009, chapter 413. In May 2014, the Records Management and Retention section consisting of data entry, data management, central files, numerics, and micro-film/scanning was permanently assigned to Administrative Services as these services are provided to the entire agency.

PROGRAM:

The primary functions and activities of the Division include providing General Fund and Highway Fund revenue projections to the Revenue Forecasting Committee; federal grant management; manufacturing and issuing regular and new specialty license plates; completing contracts; monitoring encumbrances and expenditures; ongoing human resources support to employees and supervisors; and facilities management. Audit Services conducts reviews of municipalities and audits vendor systems to ensure software upgrades reflect recent law changes. Records Management and Retention indexes vehicle and driver history and stores all records via digital image following policy and statutory requirements for in-house and state agencies, municipalities, and law enforcement.

PUBLICATIONS:

<http://www.maine.gov/sos/bmv>

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

MAINE STATE ARCHIVES

KATHERINE MCBRIEN, STATE ARCHIVIST

TAMMY MARKS, DIRECTOR

TTY: ()-711

Central Office: 17 ELKINS LANE, AUGUSTA, ME 04330

Mail Address: 84 STATE HOUSE STATION, AUGUSTA, ME 04333-0084 *FAX:* (207) 287-5517

Established: 1965 *Telephone:* (207) 287-5790

Reference: Policy Area: 00 *Umbrella:* 29 *Unit:* 255 *Citation:* T0005 *M.R.S.A., Sect.:* 000000094

Average Counts-All Positions: 15.500 *Legislative Count:* 15.50

DEPARTMENT OF THE SECRETARY OF STATE

PURPOSE:

The powers and duties of the State Archivist include responsibility for establishing rules, standards and procedures governing the creation, use, maintenance, retention, preservation, and disposal of State records. Under this general authority, the Maine State Archives assists the three branches of state government, as well as county and municipal government agencies, in making their operations more efficient and economical by applying modern records management techniques, including establishing disposition schedules under which agencies may destroy records having exhausted their value to the State; providing technical assistance in specialized fields such as files, forms, general paperwork, and electronic records procedures; and providing centralized storage and retrieval facilities for records that must be temporarily retained.

Professional archival services include the selection and preservation of hard copy and digital records that have permanent value to the State, accompanied by the application of specialized technologies and techniques designed to make such records readily accessible for use by the government and the public. These efforts include identifying and arranging records, developing finding aids (inventories, indexes, and guides) to record groups or series, assisting in-person users, responding to mail and electronic mail requests, publishing by microfilm services (duplication, digital to microfilm conversion, microfilm to digital conversion), printing selected records in high demand by the public, and posting electronic documents on the internet.

ORGANIZATION:

The Maine Legislature created the State Archives in 1965. In 1973 Archives was designated a central staff agency extending its jurisdiction to the counties and municipalities.

Two operating functions comprise the Maine State Archives: Records Management Services and Archives Services. The Office of the State Archivist is organized to supervise overall administrative and programming responsibilities and exercises general control over publications and agency participation in intergovernmental and public activities.

The State Archivist, with advice from the Archives Advisory Board, is responsible for authorizing the deaccession and destruction of archival government records that are no longer deemed to have permanent value. The Archives works with the Maine Historical Records Advisory Board to serve historical records repositories throughout Maine and serves as chair of the Board.

PROGRAM:

Records management consulting and training is available to all government agencies, including counties and municipalities. A comprehensive database system allows for retrieval of records. Special projects include scanning, digitizing, and/or re-filming of records whose original versions are in poor condition as well as deploying searchable databases in the Archives' Research Room. When funding is available, the Archives makes financial grants available for archival preservation and access projects.

PUBLICATIONS:

For information regarding collections, related cultural organizations, databases, and e-mail contacts, see website: www.maine.gov/sos/arc/.

DEPARTMENT OF THE SECRETARY OF STATE

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| MAINE STATE ARCHIVES EXPENDITURES | TOTAL FOR | | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|--|------------------|------------------|-----------------------------|-----------------|------------------|---------------|
| | ALL FUNDS | GENERAL FUND | | | | |
| SALARIES & WAGES | 761,282 | 761,282 | | | | |
| HEALTH BENEFITS | 217,124 | 217,124 | | | | |
| RETIREMENTS | 178,635 | 178,635 | | | | |
| OTHER FRINGE BENEFITS | 16,986 | 16,986 | | | | |
| COMPUTER SERVICES | 71,884 | 71,884 | | | | |
| CONTRACTUAL SERVICES | 195,363 | 195,324 | 39 | | | |
| COMMODITIES | 32,897 | 28,027 | 4,870 | | | |
| TRANSFER TO OTHER FUNDS | 218 | 99 | 119 | | | |
| TOTAL EXPENDITURES | 1,474,389 | 1,469,361 | 5,028 | | | |

DIVISION OF ARCHIVES SERVICES

KATHERINE MCBRIEN, STATE ARCHIVIST
TAMMY MARKS, DIRECTOR

Central Office: 17 ELKINS LANE, AUGUSTA, ME 04330
Mail Address: 84 STATE HOUSE STATION, AUGUSTA, ME 04333-0084 *FAX:* (207) 287-5517
Established: 1971 *Telephone:* (207) 287-5793
Reference: Policy Area: 00 *Umbrella:* 29 *Unit:* 255A *Citation:* T0005 *M.R.S.A., Sect.:* 0000095C

PURPOSE:

The Division of Archives Services was established under the authority of the State Archives to preserve, maintain, service, and make available to the government and the public the permanently valuable (archival) documents of the State. Also included are vital records of birth, death, marriage, divorce records prior to 1892, criminal records, governmental proceedings, photographs, maps, trademarks, and court proceedings. The Division of Archives Services accomplishes this by assisting members of the public and state agencies in their research, by making historic state records available for research, and by ensuring the preservation of archivally designated state records.

ORGANIZATION:

The Division became operational upon the completion of construction of the Maine State Archives in 1971.

The Division works with the Secretary of State's Office of Information Services and with the State's Office of Information Technology to ensure the preservation of digital records and permanently valuable (archival) digital documents throughout State government. To fulfill this requirement, the division purchased a digital preservation system during this fiscal year.

PROGRAM:

Services in the Research Room include quiet areas where researchers can examine archival documents and view images on computers and digital microfilm reader-printers. These images can be digitally scanned, reproduced in paper form, and made available on the internet.

During fiscal year 2022-23, the Division of Archives Services responded to 2,548 requests for information and research assistance. The creation of finding aids in the form of computerized indexes has continued with many now available online. Further online access has become available on the Digital Commons and through the ArchivesSpace catalog database. The division also provided 38 educational programs to schools, libraries, and organizations.

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

DEPARTMENT OF THE SECRETARY OF STATE

DIVISION OF CORPORATIONS, UCC AND COMMISSIONS
CATHY BEAUDOIN, DIRECTOR

Central Office: CROSS OFFICE BUILDING, AUGUSTA, ME 04330

Mail Address: 101 STATE HOUSE STATION, AUGUSTA, ME 04333-0101 *FAX:* (207) 287-5874

Established: 1989 *Telephone:* (207) 624-7748

Reference: Policy Area: 00 *Umbrella:* 29 *Unit:* 250Q *Citation:* T0005 *M.R.S.A., Sect.:* 000000081

PURPOSE:

The purpose of the Division of Corporations, UCC and Commissions is to serve as a repository for all records relating to over 133,000 business entities and nonprofit corporations operating in the State and over 225,000 liens filed on personal property under the Uniform Commercial Code. The Division also administers the appointment, renewal, and continuing education of over 23,000 Notaries Public; administers the application process for nominees for the office of Dedimus Justice for the Governor's Office; records and maintains appointments and information for over 260 boards and commissions listed in Title 5, chapter 379; and processes requests for Authentications, Apostilles and other certifications relating to public officials.

ORGANIZATION:

The Director is responsible for the programs of the Division. The Director reports to the Deputy Secretary of State responsible for all programs and activities of the Bureau of Corporations, Elections and Commissions.

PROGRAM:

The Division files all originating documents, amendments, and cancellations relating to business and nonprofit corporations, limited partnerships, limited liability companies, and limited liability partnerships and reviews proposed entity names against those on file for availability prior to filing; files over 119,000 annual reports disclosing officer information for all entities on file; assesses penalties for late filing of annual reports; and administratively dissolves or revokes entities which fail to file annual reports, pay penalties, maintain a contact person, or do not maintain workers' compensation insurance. The Division maintains over 3,100 active service and trademarks on file and reviews the design and text of the proposed marks against those on file for availability prior to filing. The Division annually files over 58,000 original records, amendments, and renewals of security interests in personal property under the Uniform Commercial Code and the Federal Food Security Act. The Division also maintains signature and oath records for Notaries Public, various State officials, and appointees to boards and commissions. These records are maintained both as an official record and for authenticating official acts. The Division annually reports to the Governor and the Legislature on potential vacancies and activities of boards and commissions. The Division issues commissions and provides continuing education for Notaries Public.

The Division works with businesses, the legal community, and other stakeholders to review and consider adoption of uniform or model state filing laws and procedures that are under the responsibility of the Division. The Division provides a number of online services to provide 24/7 access to filing systems or view information contained on the Division's database.

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

DEPARTMENT OF THE SECRETARY OF STATE

BUREAU OF CORPORATIONS, ELECTIONS AND COMMISSIONS
JULIE FLYNN, DEPUTY SECRETARY OF STATE

Central Office: CROSS OFFICE BUILDING, AUGUSTA, ME 04330
Mail Address: 101 STATE HOUSE STATION, AUGUSTA, ME 04333-0101 *FAX:* (207) 287-5428
Established: 1989 *Telephone:* (207) 624-7736
Reference: Policy Area: 00 Umbrella: 29 Unit: 250P Citation: T0005 M.R.S.A., Sect.: 000000081
Average Counts-All Positions: 42.000 *Legislative Count:* 42.00

PURPOSE:

The Bureau of Corporations, Elections, and Commissions is responsible for elections, corporations, and a variety of central filing activities. The Bureau has significant contact with the public in many areas including the following: conduct of state elections; corporation filings; Uniform Commercial Code (UCC) filings; oversight of the Administrative Procedure Act (state agency rule-making); recording of appointments to state offices, boards, and commissions; and commissioning of Notaries Public. In addition, the Bureau provides administrative support to the Maine State Archives and the Office of the Secretary of State.

ORGANIZATION:

The Bureau executes its responsibilities through a divisional structure. The Deputy Secretary of State is the administrative head of the Bureau and the Directors of the two divisions report directly to the Deputy. Each division has an Assistant Director or working supervisor who is responsible for the functioning of his or her area. Overall operational responsibility for the Bureau rests with the Deputy.

PROGRAM:

Annual customer contact includes inquiries in person, over the phone, by mail, and by e-mail to individuals or through email drop boxes. Customers also obtain significant information through the Bureau's webpages.

LICENSES:

<http://www.maine.gov/sos/cec/> Filings and Commissions

Administrative Rules and Regulations
Business Corporations
Candidate Petitions
Initiative and People's Veto Petitions
Limited Liability Companies
Limited Liability Partnerships
Limited Partnerships
Marks
Miscellaneous Filings Required by Law
Nonprofit Corporations
Notary Public Commissions
Uniform Commercial Code Liens

PUBLICATIONS:

A Guide to Absentee Voting in Maine
All Agency Rules on the Web
Board and Commission Vacancies
Candidate's Guide to Ballot Access
Candidate Lists for Current Election; Tabulations; Officeholders
Citizen's Guide to the Referendum Election
Constitution of the State of Maine
Guide to the Rulemaking Process for State Agencies
House, Senate & Congressional District Maps; Voting Districts by Municipality
Corporate Filing Requirements Reminders
Information on the Citizen Initiative & People's Veto Petition Processes
Maine Voter Information Guide
Notary Public Guide
Registered and Enrolled Voters Listing

Internet: www.maine.gov/sos/cec/

DEPARTMENT OF THE SECRETARY OF STATE

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| BUREAU OF CORPORATIONS, ELECTIONS AND COMMISSIONS | TOTAL | | | | | |
|--|------------------|------------------|-----------------------|--------------|------------------|------------|
| | FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
| EXPENDITURES | | | | | | |
| SALARIES & WAGES | 1,916,672 | 1,799,090 | 117,582 | | | |
| HEALTH BENEFITS | 471,912 | 435,399 | 36,513 | | | |
| RETIREMENTS | 446,541 | 420,801 | 25,740 | | | |
| OTHER FRINGE BENEFITS | 45,377 | 42,675 | 2,702 | | | |
| COMPUTER SERVICES | 1,397,147 | 511,094 | 168,349 | | 717,704 | |
| CONTRACTUAL SERVICES | 1,389,224 | 1,091,225 | 38,265 | | 259,734 | |
| RENTS | 324 | 324 | | | | |
| COMMODITIES | 988,081 | 756,468 | | | 231,613 | |
| GRANTS, SUBSIDIES, PENSIONS | 1,665 | 1,665 | | | | |
| EQUIPMENT | 57,129 | | | | 57,129 | |
| TRANSFER TO OTHER FUNDS | 63,026 | 14,344 | 11,854 | | 36,828 | |
| TOTAL EXPENDITURES | 6,777,098 | 5,073,085 | 401,005 | | 1,303,008 | |

**DIVISION OF DRIVER LICENSE SERVICES
CHRISTOPHER IRELAND, DIRECTOR**

Central Office: 101 HOSPITAL STREET, AUGUSTA, ME 04333-0029
 Mail Address: 29 STATE HOUSE STATION, AUGUSTA, ME 04333-0029 FAX: (207) 624-9295
 Established: 1920 Telephone: (207) 624-9124
 Reference: Policy Area: 00 Umbrella: 29 Unit: 250L Citation: T0029A M.R.S.A., Sect.: 000001251

PURPOSE:

The Division of Driver License Services was established with the ultimate objective of assuring the safety of licensees and other users of the public ways. This objective is accomplished through effective administration of the laws via four programs: oversight of driver/rider education; examinations; license issuance; and license control. Today, the Division proudly employs 93 public servants.

ORGANIZATION:

The Division was established during a reorganization of the Bureau of Motor Vehicles. It originated as the Court Records Section in the early 1920s and remained as such until 1970 when it was formed into the Bureau of Driver Improvement and Financial Responsibility. Multiple smaller reorganizations occurred in the 1970s and 1990s. In 1999, as the result of Bureau reorganization, the Division came to be known as the Division of Driver License Services. In 2017, a Bureau reorganization transferred the oversight of driver/rider education from the Division. In 2022, oversight of driver/rider education was returned to the Division.

PROGRAM:

The Driver License Services Division contributes to roadway safety in Maine through professional application of laws, rules, and policies governing licensure and identity documentation for Maine citizens and ensures the safe and legal operation of motor vehicles at all stages of a driver's history. The Driver/Rider Education Unit verifies the quality of the education received by new operators by licensing all driver education, commercial vehicle driver education and motorcycle rider education schools and instructors. It is responsible for the training and certification of motorcycle safety instructors, and the education of individuals interested in obtaining a motorcycle license. In fiscal year 2022-23, there were 445 licensed instructors and 201 licensed schools. In total, this community trained and prepared over 14,000 students for their driver license examination.

Within the Division's Issuance Section, the Examination Scheduling Unit confirms that all necessary driver education has been completed and schedules examinations so that drivers seeking licensure can demonstrate they possess all the necessary skills for safe operation of a motor vehicle. The Medical Unit, with the support of the Medical Advisory Board, determines physical, emotional, and mental competence to operate a motor vehicle before a license is issued. The License

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Information Unit checks that all required documentation of identity, legal presence, and residency has been provided and oversees the renewal and replacement of licenses, to include REAL IDs, once they have been issued.

After the Issuance Section has determined that a driver is eligible to be licensed, our cadre of professional Examiners provides the last stamp of approval before a new driver is licensed to operate any class of vehicle. These 25 professionals administer written, skills, and road exams year-round, in all weather, and across the State. Most of the commercial vehicle skills and road examinations take place on lots that belong to the Maine Department of Transportation.

The License Control Section monitors driver records to ensure compliance with state and federal motor vehicle laws. The Court Records and Operating Under the Influence (OUI) Units applies abstracts of motor vehicle-related convictions and adjudications received from the Maine Judicial System and from other states to driver history records. The OUI Unit suspends licenses based on administrative determination that a person operated a motor vehicle with an excessive alcohol level and manages the Ignition Interlock program that allows a driver to restore driving privileges early with the installation of an approved ignition interlock device. The Financial Responsibility and Accidents Unit reviews reports of traffic accidents to verify that all involved vehicles were insured as required by law and ensures drivers are appropriately insured in accordance with Maine statute.

LICENSES:

Motor Vehicle Operator's License; Class A, B, & (Commercial, non-commercial and motorcycle) C
Motor Vehicle Learner's Permits
Driver Education Licenses (School and Instructor)
Commercial Driver Education Licenses (School and Instructor)
Motorcycle Education Licenses (School and Instructor)

PUBLICATIONS:

All Rules are provided at no fee. Rules & Regulation
The Maine Point System and Administrative License Suspension
Driver License Examination Rules
Functional Ability Profiles Governing the Physical, Mental and Emotional Competence to Operate a Motor Vehicle
Rules for the Suspension of Commercial Driver's License
Rules for the Suspension of Licenses for Failure to Comply with Child Support Orders
Rules Governing Driver License Restrictions
Rules Governing the Sale of Records and Database Related to Driver History, Driver Licensing and Motor Vehicles
Rules for Ignition Interlock Devices
Rules Governing Driver Education
Rules Governing Motorcycle Rider Education
Rules Governing Acceptable Documents to Establish Legal Presence
Rules for the Collection of Driver's License Reinstatement Fees
Driver License Examination Manuals - CDL, non-CDL and motorcycle

Website: <http://www.maine.gov/sos/bmv>

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

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DIVISION OF ELECTIONS AND APA

MELISSA PACKARD, DIRECTOR

HEIDI PECKHAM, ASSISTANT DIRECTOR

Central Office: CROSS OFFICE BUILDING, AUGUSTA, ME 04330

Mail Address: 101 STATE HOUSE STATION, AUGUSTA, ME 04333-0101 *FAX:* (207) 287-6545

Established: 1996

Telephone: (207) 624-7650

Reference: Policy Area: 00 Umbrella: 29 Unit: 250M Citation:

M.R.S.A., Sect.:

PURPOSE:

The purpose of this Division is to supervise and administer all elections for federal, state, and county offices and statewide referenda. In that capacity, the Division advises election officials from 500 municipalities, 600 candidates, and the general public regarding election laws and procedures; conducts training sessions for municipal election officials; prepares, proofreads, and distributes 2,750 separate ballot types and other election materials; conducts ranked-choice voting central counts and tabulates official election results; supervises recounts of contested races; oversees the application of the State's laws pertaining to candidate and citizen initiative petitions; and coordinates the statewide implementation of the National Voter Registration Act (NVRA), the Help America Vote Act (HAVA), the Uniformed and Overseas Citizens Absentee Voting Act (UOCAVA), and the Military and Overseas Voters Empowerment Act (MOVE), four federally mandated programs.

Additionally, the Division maintains records of approximately 2,200 rules filed under the Administrative Procedure Act for all state agencies and arranges for the publication of rule-making notices.

ORGANIZATION:

The Director of Elections, Voter Registration, and Administrative Procedures Act (APA) is responsible for the functions of the Division. The Assistant Director of Elections reports directly to the Director who reports directly to the Deputy Secretary of State assigned to the Bureau of Corporations, Elections and Commissions.

The Director of the Election Audit and Training Division will oversee the new unit focusing on risk-limiting audits and training of municipal officials. The Director reports directly to the Deputy Secretary of State.

PROGRAM:

The Division provides municipalities with extensive assistance in election practices and strives for the best possible procedures to ensure fair and efficient elections. The Division trains local election officials at an annual conference; conducts regional workshops in conjunction with the Maine Town and City Clerks Association; manages the statewide Central Voter Registration (CVR) system; manages the Absentee Ballot Request (ABR) service; oversees the Automatic Voter Registration (AVR) system; certifies candidate and citizen initiative petitions; creates candidate and citizen guides for the public; and is committed to providing accessible voting options to voters with disabilities. The Secretary of State convenes groups of stakeholders, as needed, to advise the Department on election issues including the wording of citizen initiatives and the implementation of new state and federal laws and procedures.

Under the APA, the Division ensures that APA rulemaking procedures mandated by statute are followed by state agencies and makes rules accessible to the public through newspaper advertising and through promulgation by electronic formatting on the Division's website.

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

DEPARTMENT OF THE SECRETARY OF STATE
DIVISION OF INFORMATION TECHNOLOGY
CHRISTOPHER JOHNSON, DEPUTY SECRETARY OF STATE

Central Office: 101 HOSPITAL STREET, AUGUSTA, ME 04330
Mail Address: 29 STATE HOUSE STATION, AUGUSTA, ME 04333-0029 *FAX:* (207) 624-9291
Established: 2007 *Telephone:* (207) 624-9279
Reference: *Policy Area:* 00 *Umbrella:* 29 *Unit:* 2501 *Citation:* *M.R.S.A., Sect.:*

PURPOSE:

The Division of Information Services maintains a Data Center for the Department of the Secretary of State, and supports the data and technology needs for the Bureau of Motor Vehicles, the Bureau of Corporations, Elections and Commissions, the Maine State Archives, and the Secretary of State's Office.

ORGANIZATION:

The Division of Information Services was originally established in August of 2006 and continues to provide information technology support and operations, help desk, cybersecurity, and software development services to the bureaus and offices within the Department of the Secretary of State.

PROGRAM:

In fiscal year 2022-23, the Division made improvements across the board to improve information technology capabilities in the datacenter and business offices.

The Division restructured the application development process, enhancing efficiency, collaboration, and project management processes and plans to make further improvements. Benefits include streamlined workflows, shortened development cycles, and improved resource allocation. We are utilizing new GUI/REACT software libraries to enhance user experience across applications as part of the modernization process. Code is also being restructured to interact with that GUI via REST APIs following secure coding practices and improving maintainability. These efforts bolster the responsiveness, aesthetics, and functionality of our user interfaces, aligning them with contemporary design standards.

The Division updated the Notaries application to implement changes regarding marriage officiants in response to legislative requirements.

The Division has implemented changes due to rulemaking that unstacks driver license reinstatement fees to make customer ability to restore their driving privileges more equitable.

The Division collaborated with a vendor to modernize the technology used by the driver license examiners Road Scholar application by implementing REST APIs and deploying new ToughBook hardware and software.

The Division implemented medical rule changes into our systems facilitating efficient processing of medical-related transactions and ensuring compliance with new regulations. The successful completion of the vanity plate recall project demonstrated our commitment to proactive safety measures and efficient management of vehicular identification systems.

In branch offices, the Division updated kiosks and otherwise supported implementation of appointment scheduling.

In the datacenter we transitioned from tape-based secondary backups to cloud-based, enhancing our data resilience, disaster recovery capabilities, and overall data management efficiency. Our team implemented a direct-to-cloud backup solution for selected archive storage.

The Division successfully implemented OAuth/OIDC-based authentication servers, which provide multifactor authentication and centralized user identity management for modernized applications.

The Division created and filled a Director of Digital Data Records position to collaborate with others in alignment with legislative objectives on how the

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State's Data Governance will promote data privacy, accommodate record-keeping, improve data collection, increase equity, and enable evidence-based answers about access, bias, and equity in relation to state services.

The Division's adoption of Jenkins for batch job execution has streamlined our workflows, improved scheduling accuracy, and enhanced the efficiency of our database management processes. Our DBA Team successfully completed Oracle upgrades, ensuring optimal performance, security, and compatibility across our database systems; streamlining of our deploy process has led to improved efficiency, reduced downtime, and enhanced overall system reliability.

In addition to these accomplishments, we successfully upgraded oracle forms on which some BMV and CEC applications are based, optimizing form management and accessibility for our stakeholders. We also updated the Oracle DBMS software on all systems except the old Corporations application which will be replaced later.

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

DIVISION OF ENFORCEMENT, ANTI-THEFT & REGULATION

DAVID GUILMETTE, DIRECTOR
DAVID SILK, DEPUTY DIRECTOR

Central Office: 101 HOSPITAL STREET, AUGUSTA, ME 04330

Mail Address: 29 STATE HOUSE STATION, AUGUSTA, ME 04333-0029 *FAX:* (207) 624-9258

Established: 1980

Telephone: (207) 624-9257

Reference: Policy Area: 00 *Umbrella:* 29 *Unit:* 250E *Citation:* T0029A *M.R.S.A., Sect.:* 000000152

PURPOSE:

The Division of Enforcement, Anti-Theft and Regulation was established to provide for the law enforcement, regulatory functions, and business licensing of the Bureau of Motor Vehicles. Such operations include regulation and enforcement of laws concerning various types of vehicle dealer to include recyclers, theft of automobile parts such as catalytic converters, title fraud, odometer fraud, auto theft investigations, registration evasion, insurance fraud, driver license and state identification card fraud, and all other types of cybercrime, consumer complaints, and all other law enforcement duties assigned by the Secretary of State. Along with other special assignments, the Division oversees the management and training of the Secretary of State's Critical Incident Management Plan.

The Dealer Licensing Unit administers the licensing and renewal process for new and used automobile dealers, equipment, light trailer, trailer, motorcycle dealers, vehicle auctions, and recyclers. This unit issues new and used dealer licenses and plates, dealer wrecker plates, permits for demonstration of loaded trucks, mobile crushers, and off-sight vehicle sales.

Title is now a division in itself and this division (Enforcement, Anti-Theft, and Regulation) continues to enforce title regulations and all other title law violations. Driver/Rider Education has been reassigned and we continue to enforce any related violations of law.

The Division of Enforcement, Anti-Theft and Regulation, with approval of the Secretary of State, has added a cybercrime unit to enhance the enforcement of all types of related cybercrime.

ORGANIZATION:

The Division of Enforcement, Anti-Theft and Regulation encompasses the Law Enforcement and the Dealer License Services for the Department of the Secretary of State, Bureau of Motor Vehicles.

PROGRAM:

In fiscal year 2022-23, the Law Enforcement Unit had 4,050 cases assigned and closed 3,965 cases. In fiscal year 2022-23, the Dealer Licensing Unit serviced

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and maintained 2,573 licensed dealers. The Division continues to investigate and enforce violations of motor vehicle, criminal, and civil statutes, focusing in the areas of consumer protection and public safety. The Division continues to provide services and regulate the automobile industry for the State of Maine.

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

DIVISION OF LEGAL AFFAIRS

LYNNE GARDNER, DIRECTOR
ANNE SCHOOLS, ASSISTANT DIRECTOR

Central Office: 101 HOSPITAL STREET, AUGUSTA, ME 04330
Mail Address: 29 STATE HOUSE STATION, AUGUSTA, ME 04333-0029 *FAX:* (207) 624-9113
Established: 2009 *Telephone:* (207) 624-9093
Reference: Policy Area: 00 *Umbrella:* 29 *Unit:* 250F *Citation:* M.R.S.A., Sect.:

PURPOSE:

The Division of Legal Affairs, Adjudications and Hearings was established to manage and administer the adjudicatory hearings program and the Motor Vehicle Franchise Board. This Division also provides legal advice, research, direction, and guidance to the Bureau.

ORGANIZATION:

The Director is responsible for oversight of a legal staff who conducts administrative hearings, chairs the Motor Vehicle Franchise Board which conducts Board hearings, and performs legal research.

PROGRAM:

The Division schedules and conducts all administrative and Motor Vehicle Franchise Board hearings involving the suspension and restoration of driver's licenses, business dealer licenses, vehicle registrations and titles, and disputes between motor vehicle manufacturers and automobile dealers. The Division also performs legal research and training for the Bureau of Motor Vehicles and provides legal advice, guidance, and direction to staff in the administration and interpretation of state and federal law governing motor vehicles and drivers.

PUBLICATIONS:

Rules for Administrative Hearings
Rules of the Maine Motor Vehicle Franchise Board

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

MEDICAL ADVISORY BOARD (RE: LICENSING OF DRIVERS)
JOHN TAYLOR, CHAIR

Central Office: 101 HOSPITAL STREET, AUGUSTA, ME 04330
Mail Address: 29 STATE HOUSE STATION, AUGUSTA, ME 04333-0029 *FAX:* (207) 624-9319
Established: 1981 *Telephone:* (207) 624-9000
Reference: Policy Area: 00 *Umbrella:* 29 *Unit:* 259 *Citation:* T0029A *M.R.S.A., Sect.:* 000001258

PURPOSE:

The Medical Advisory Board was established to advise the Secretary of State on medical criteria and vision standards relating to the licensing of drivers. It assists the Secretary of State in determining whether a person is qualified to be licensed as a motor vehicle operator. When the Secretary of State has cause to

DEPARTMENT OF THE SECRETARY OF STATE

believe that a licensed driver or applicant may not be physically or mentally qualified to be licensed, advice may be sought from the Board. The Board formulates its advice from research, records, and reports. The Board may also initiate an examination or confidential report and may designate additional experts to help inform its advice to the Secretary. The licensed driver or applicant may cause a written report to be forwarded to the Board by a physician of their choice, which must be given due consideration by the Board.

ORGANIZATION:

The Medical Advisory Board was authorized in 1971 to consist of five members appointed by the Secretary of State. Today, Title 29-A directs minimum board composition to include specialists from the following medical fields: cardiology, gerontology, internal medicine, neurology or neurological surgery, ophthalmology, psychiatry, family practice, and rehabilitative medicine. The Secretary of State has appointed additional medical specialists from the fields of addiction medicine, emergency medicine, pulmonary and sleep medicine, and a nurse practitioner to better represent current medical dynamics across Maine.

PROGRAM:

The Medical Advisory Board is required to meet at least once every two years, may hold as many meetings deemed necessary, and must maintain a calendar of scheduled meetings. Currently, the Board meets twice per year, typically in November and April. Additionally, the Board shall advise the Secretary of State on written medical and vision standards related to operator licensing which may be adopted as rules. The Board shall coordinate efforts to educate health care providers and the public in medical aspects of motor vehicle operator licensing.

PUBLICATIONS:

Functional Ability Profiles Governing the Physical, Mental and Emotional Competence to Operate a Motor Vehicle Rev. May 2023

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

BUREAU OF MOTOR VEHICLES

CATHERINE CURTIS, DEPUTY SECRETARY OF STATE
TINA CORKUM, SECRETARY SPECIALIST

Central Office: 101 HOSPITAL STREET, AUGUSTA, ME 04330
Mail Address: 29 STATE HOUSE STATION, AUGUSTA, ME 04333-0029 *FAX:* (207) 624-9013
Established: 1905 *Telephone:* (207) 624-9000
Reference: Policy Area: 00 *Umbrella:* 29 *Unit:* 250A *Citation:* T0029A *M.R.S.A., Sect.:* 000000351
Average Counts-All Positions: 385.500 *Legislative Count:* 385.50

PURPOSE:

The Bureau of Motor Vehicles serves the residents of the State and all users of Maine highways by qualifying and licensing drivers and by issuing state credentials and maintaining records of driver history, vehicle ownership, and vehicle registration. Under the auspices of the Secretary of State, the Bureau provides various motor vehicle registration, license, and title services to the residents of Maine at the main office and thirteen branch locations throughout the State.

The Bureau ensures that applicants applying for operator's licenses have the ability, knowledge, and necessary skills for safe vehicle operation; investigates and licenses motor vehicle and trailer dealers; and conducts hearings on violations of motor vehicle laws to determine if the individual's privilege to operate or register a vehicle should be suspended, withheld, or revoked and determines when reinstatement is permissible.

The Bureau provides a method of registering and titling motor vehicles and collects the sales tax due when a vehicle is purchased from anyone other than a registered dealer.

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ORGANIZATION:

The Bureau was organized in 1905 for the purpose of issuing lifetime licenses. In 1911, the Legislature changed the registration and licensing from a lifetime issue to an annual issue. In the 1920's, the Bureau had grown to the extent that it was headed by a Chief Clerk, had a Registration and Licensing Section and a Court Records Section. In 1935, the requirements for semi-annual inspection of motor vehicles became a responsibility of the Bureau and in 1939 an Examination Section was added to administer the required rule on new licenses.

In 1942, the Bureau was reorganized and placed under the direction of the Director of Motor Vehicles, with an Assistant Director named in 1943. This organizational structure remained until 1970 when the Bureau was reorganized into four bureaus: Public Services, Finance and Administration, Data Processing and the Bureau of Driver Licenses. Several minor structural changes were made between 1970 and 1976 when the Bureau was reorganized into the Executive Section and three bureaus. Duties and responsibilities were added, and the Bureau evolved into an Office of the Deputy and six divisions: Administrative Services, Commercial Vehicles and Reciprocity, Driver Licensing and Control, Enforcement and Regulation, Information Services and Public Services.

In 1997, the Bureau began regulating driver education programs. In 1999, the Bureau of Motor Vehicles was reorganized once more into the Office of the Deputy, the Office of Investigations, and three divisions: Division of Administrative Services, Division of Driver License Services, and the Division of Vehicle Services. In 2001, the functions of the Planning Office were transferred to the Administrative Services Division. In 2007, the Division of Public Services was created to focus on customer service. In 2009, the Division of Driver License Services was reorganized resulting in the creation of the new Division of Legal Affairs, Adjudications, and Hearings. In 2017, the Office of Investigations was reorganized resulting in the creation of the new Division of Enforcement, Anti-theft and Regulation. In 2021 the Division of Title Services was created.

PROGRAM:

The Bureau provides licensing, registration, and title services through 13 branch office locations, the main office in Augusta, 468 municipal agents and 12 non-governmental agents.

The Bureau continues to expand its online services to include driver license and ID card renewals and replacements, organ donation, driving records, trailer registration renewals, over-limit permits, title lien releases and vanity plate search and order.

LICENSES:

Driver's License/Learner's Permit - See Division of Driver License Services
Driver Education School & Instructor Licenses - See Division of Enforcement, Anti-theft and Regulation
Commercial Registrations/Permits - See Division of Vehicle Services
All Other Registrations/Permits - See Division of Vehicle Services
State Identification Cards - See Division of Driver License Services
Car Dealer & Vehicle Recycler Licenses - See Division of Enforcement, Anti-theft and Regulation

PUBLICATIONS:

Title 29A - Motor Vehicle Laws
For copies contact:
Swan Island Press
402 Pork Point Rd
Bowdoinham, Maine 04008
Tel: 207-666-8291

On the Internet: <http://www.maine.gov/sos/bmv/>

DEPARTMENT OF THE SECRETARY OF STATE

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| BUREAU OF MOTOR VEHICLES EXPENDITURES | TOTAL | SPECIAL | | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|--|---------------------|-----------------|------------------|-------------------|------------------|---------------|
| | FOR ALL FUNDS | GENERAL FUND | REVENUE FUNDS | | | |
| SALARIES & WAGES | 17,653,711 | | 81,213 | 17,572,498 | | |
| HEALTH BENEFITS | 4,913,648 | | 21,115 | 4,892,533 | | |
| RETIREMENTS | 4,057,018 | | 21,960 | 4,035,058 | | |
| OTHER FRINGE BENEFITS | 422,410 | | 1,971 | 420,439 | | |
| COMPUTER SERVICES | 2,828,548 | | 456 | 2,828,092 | | |
| CONTRACTUAL SERVICES | 5,670,775 | | 5,039 | 5,665,736 | | |
| RENTS | 1,944,066 | | 5,152 | 1,938,914 | | |
| COMMODITIES | 3,044,833 | | 138,372 | 2,906,461 | | |
| GRANTS, SUBSIDIES, PENSIONS | 546,572 | | 546,572 | | | |
| EQUIPMENT | 229,691 | | | 229,691 | | |
| TRANSFER TO OTHER FUNDS | 1,250,907 | | 8,385 | 1,242,522 | | |
| TOTAL EXPENDITURES | 42,562,179 | | 830,235 | 41,731,944 | | |

**DIVISION OF PUBLIC SERVICES
BRUNO INACIO, DIRECTOR
JUDITH HANNUM, OFFICE SPECIALIST I**

Central Office: 101 HOSPITAL STREET, AUGUSTA, ME 04330
Mail Address: 29 STATE HOUSE STATION, AUGUSTA, ME 04333-0029 *FAX:* (207) 624-9013
Established: 2007 *Telephone:* (207) 624-9095
Reference: Policy Area: 00 *Umbrella:* 29 *Unit:* 250N *Citation:* *M.R.S.A., Sect.:*

PURPOSE:
 The Division of Public Services carries out the mission and objectives of the Bureau of Motor Vehicles under the direction of the Deputy Secretary of State and as prescribed by law. The focus of the Division is on providing a wide range of licensing and motor vehicle services to the citizens and businesses throughout the State of Maine at various offices and mobile unit sites.

ORGANIZATION:
 The Division of Public Services operates within the Bureau of Motor Vehicles and is comprised of a director and office specialist, as well as two senior section managers who oversee thirteen branch managers and seventy-six customer representative associates in two field operations districts. Within the districts are thirteen branch office locations and one Mobile Unit that visit twelve outreach stations throughout Maine communities on a regular basis. In addition to Field Operations Units, the Division also reaches the public through a partnership with eight American Automobile Association (AAA) branch locations around the State.

PROGRAM:
 Services offered by the Division include, but are not limited to, the processing and issuance of commercial and non-commercial driver licenses, state identification cards, Real ID driver licenses and identification cards, learner's permits, suspension restorations, commercial and passenger vehicle registrations, trailer registrations, commercial vehicle permits, and disability placards. The Division works closely with the many divisions within the Bureau of Motor Vehicles to follow changing requirements and address operational needs. To better serve the public, the Division implemented an appointment system and offers approximately 330 appointments a day across the State. Current efforts include providing a user-friendly lobby management system, improving efficiency through the identification and use of emerging technologies with a commitment to provide a positive customer experience to all members of the public with specific considerations for those in underrepresented communities.

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

DEPARTMENT OF THE SECRETARY OF STATE

DIVISION OF RECORDS MANAGEMENT SERVICES

KATHERINE MCBRIEN, STATE ARCHIVIST
TAMMY MARKS, DIRECTOR

Central Office: 17 ELKINS LANE, AUGUSTA, ME 04330
Mail Address: 84 STATE HOUSE STATION, AUGUSTA, ME 04333-0084 *FAX:* (207) 287-5517
Established: 1971 *Telephone:* (207) 287-5793
Reference: Policy Area: 00 *Umbrella:* 29 *Unit:* 255R *Citation:* T0005 *M.R.S.A., Sect.:* 0000095C

PURPOSE:

The Division of Records Management Services, established under the authority of the State Archivist, assists state agencies in managing their records by means of record retention schedules which includes technical assistance to improve procedures for maintaining, storing, and servicing records as well as preservation imaging services.

ORGANIZATION:

The Division became operational upon construction of the Maine State Archives in 1971. It includes the State Records Center and Imaging Center.

PROGRAM:

By law, the Maine State Archives furnishes copies of archival materials in its possession. The Imaging Center provides this service and microfilming paper records that are deemed too fragile to be handled. A digital and/or microfilm copy is generated for safe Research Room use and for preservation. The Imaging Center duplicates and preserves thousands of images in Archives holdings and provides large format preservation scanning and image reproduction for records such as maps, trademarks, photographs, muster rolls, and charts.

The State Records Center provides safe, cost effective, environmentally controlled storage for state agency records (including computer media and microfilm records as well as paper files). The Records Center also retrieves and provides access to records upon request and facilitates the destruction of records upon approval of the State Archivist and in accordance with approved records schedules. The Division works with the Secretary of State's Bureau of Information Services and with the Office of Information Technology, Department of Administrative and Financial Services to ensure the preservation of digital records and permanently valuable (archival) digital documents from throughout state government.

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

BUREAU OF THE SPECIAL ADVOCATE

DOROTHY CANELLI, CHIEF DEPUTY SEC OF STATE

Central Office: 103 SEWALL STREET, AUGUSTA, ME 04330
Mail Address: 148 STATE HOUSE STATION, AUGUSTA, ME 04333-0148 *FAX:* (207) 287-8598
Established: 2011 *Telephone:* (207) 626-8401
Reference: Policy Area: 00 *Umbrella:* 29 *Unit:* 665 *Citation:* T00005 *M.R.S.A., Sect.:* 00000090-N

PURPOSE:

The Bureau of the Special Advocate exists to aid Maine small businesses and serves as an independent voice for Maine small businesses within our state. The Advocate assists small businesses of less than 50 employees that have specific grievances.

The Advocate is not a substitute for established agency procedures, rules, regulations, or the formal appeals process, nor can the Advocate reverse legal or adjudicatory determinations.

DEPARTMENT OF THE SECRETARY OF STATE

ORGANIZATION:

The Bureau of the Special Advocate was created in Public Law 2011, chapter 304 and reports directly to the Secretary of State.

PROGRAM:

The Bureau of Special Advocate provides assistance to Maine's small businesses by assisting them with a variety of statutory changes which may have an impact on them.

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

TITLE SERVICES DIVISION VALERIE GRANT, DIRECTOR

Central Office: 101 HOSPITAL STREET, AUGUSTA, ME 04330

Mail Address: 29 STATE HOUSE STATION, AUGUSTA, ME 04333-0029 *FAX:* (207) 624-9239

Established: 2021

Telephone: (207) 624-9190

Reference: Policy Area: 00 Umbrella: 29 Unit: 250T Citation: M.R.S.A., Sect.:

PURPOSE:

The Division of Title Services is responsible for the title program which establishes and maintains proof of ownership for most motor vehicles and trailers in order to protect ownership interests and to deter theft and fraud. The program also records and releases liens and manages any brands that may be placed on a vehicle title such as rebuilt, repaired, or salvaged.

ORGANIZATION:

The Division of Title Services is a stand-alone division. The division has 32 positions: one Director, two Office Specialist II Supervisors, one Management Analyst II, three Office Specialist II positions, 16 Office Specialist I positions with one vacancy, and nine Customer Representative Associate II-MV positions with one vacancy.

PROGRAM:

The Division continues to determine ownership of a vehicle, lienholder information, and issue titles pursuant to the laws and policies of the Bureau while assisting customers with compliance.

Maine titles 1995 and newer model year vehicles participate in the National Motor Vehicle Title Information System (NMVTIS). NMVTIS is a federally mandated program to collect and share title information among states and with certain authorized users. The title program is dependent on the National Crime Information Center (NCIC) system for identification of stolen vehicles and National Insurance Crime Bureau (NICB) for insurance and salvage vehicle information. In fiscal year 2022-23, 547,799 title applications were examined; 492,918 titles were issued, and 54,881 title applications were rejected.

Communication between the title division, stakeholders, and citizens is detrimental in providing accurate and timely services to all customers. Oral and written communication (system generated letters) is the Division's primary mode of communication. The clerical staff (Customer Representative Associate II-MV positions) are responsible for handling all incoming phone calls, while the Office Specialists examine title applications and create the system-generated letters for applications that are incomplete. 77,858 phone calls were answered with an increase of 3,209 phone calls from the previous year. 68,976 system-generated letters were created with an increase of 12,954 letters from the previous year. The increase in letters was due to improving communication and taking the necessary steps to provide follow through with stakeholders regarding their title applications needing missing or additional information.

The Division has two online programs through INFORME: online duplicates and online lien releases. 37,201 liens were released online while 54,845 liens were released manually by internal staff. 7,366 online duplicates were issued while

DEPARTMENT OF THE SECRETARY OF STATE

12,830 duplicates were issued manually by internal staff.

The Division anticipates launching the Electronic Lien Titling Program (ELT) in January 2024. This program, which allows lenders to receive an electronic title record in lieu of a paper title, is a key part of the Division's ongoing efforts to modernize the title process for Maine residents. Work on this program has included thorough research on best practices for ELT, identifying business and software requirements, developing the regulatory and legal framework for the program, and extensive communication with stakeholders. Information Services has supported this project by developing a database and batch interface in consultation with the Division.

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

DIVISION OF VEHICLE SERVICES NIKKI BACHELDER, DIRECTOR

Central Office: 101 HOSPITAL STREET, AUGUSTA, ME 04330
Mail Address: 29 STATE HOUSE STATION, AUGUSTA, ME 04333-0029 *FAX:* (207) 624-9204
Established: 1970 *Telephone:* (207) 624-9191
Reference: Policy Area: 00 *Umbrella:* 29 *Unit:* 250S *Citation:* T0029A *M.R.S.A., Sect.:* 000000101

PURPOSE:

The primary purpose of the Division of Vehicle Services is to administer those motor vehicle laws pertaining to the registration of all classes of motor vehicles and trailers. Vehicle Services also administers both state and federally adopted commercial vehicle laws. Programs administered include all registration requirements, disability parking placards and plates, the municipal excise tax reimbursement program (ETR), the International Registration Plan (IRP), short term gross weight increase permits, long term trailers, and fuel use programs including the International Fuel Tax Agreement (IFTA). Furthermore, the Division administers the federal heavy vehicle use tax program (HVUT), other tax programs, verifying required insurance coverage for for-hire vehicles, the Unified Carrier Registration (UCR), and over dimensional/overweight permits for the movement of non-divisible loads. The Division also establishes and maintains motor vehicle reciprocity agreements between the State of Maine and other jurisdictions. The Division conducts motor carrier audits for IRP, IFTA, and UCR compliance.

The Division's Municipal Coordinators are responsible for training town municipal registration agents as well as non-governmental agents.

The Motor Carrier Section within the Division participates in the Federal Motor Carrier Safety Administration's Performance and Registration Information Systems Management (PRISM) program and the Commercial Vehicle Information Systems and Networks (CVISN) program. These programs are designed to improve motor carrier safety and efficiency.

ORGANIZATION:

This Division is managed by a director, a chief of Motor Carrier Services, a district tax audit manager, a section manager, and 31 additional staff.

PROGRAM:

The Division continues to provide a single point of contact for the trucking industry and oversees the issuance of various commercial vehicle credentials. The effort to increase administrative efficiency and improve the database on commercial vehicles is ongoing. The Division also oversees the administration of laws pertaining to the registration of all classes of motor vehicles with passenger cars being the largest class. The Division also trains and oversees the municipalities in the registration and titling processes for the residents of their municipality.

The Division oversees Rapid Renewal, a web-based registration renewal program. The Division also offers several online services including, but not limited to,

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checking vanity plate availability, choosing type of vanity plate, ordering vanity plates, applying for over dimensional permits, IFTA E-file registration and payment of IFTA tax returns, UCR registration, certain nonresident military renewals, and various specialty and recognition registration plate programs.

In more recent years, the Division has issued several new types of vanity plates including Commemorative Maine Bicentennial, Emergency Medical Services, Barbara Bush Children's Hospital, Autocycle, Maine Lighthouse Trust registration, and redesigned Special Veteran plates. In 2022, the Division implemented the vanity plate law update and the new vanity plate rule. The Division began recalling vanity plates, as well as denying new vanity plates, that meet certain criteria.

The Division also offers the IFTA computer system and a non-governmental registration agent program that allows non-governmental agents to issue long term and annual trailer registrations and motor vehicle registrations. The Division also offers an overlimit permit routing application that imports highway restriction information from the Maine Department of Transportation. The application allows permittees to apply online for permits at any time. Currently, the application is showing a self-issuance rate of nearly 82%. Self-issue means that the carrier completed the process with no employee intervention 82% of the time. The Division also administers the toll violation suspensions.

The Municipal and Agent Services website provides additional tools for all municipalities. The website is a one-stop shop allowing for easy access to information, fillable forms and improved communication between the agents and the Bureau.

LICENSES:

- Fuel Use Identification Decals
- Highway Crossing Permits (golf carts, etc.)
- Island Use Only Registrations
- Short Term Gross Weight Permit (booster)
- Special Gross Weight Increase
- Transit Plate (allows one-way trip of unregistered vehicle)
- Vehicle Registrations (all classes)
- International Fuel Tax Agreement Licenses
- Long Term Trailer Registrations
- Commercial Vehicle Registrations; IRP Registrations and Trip Permits
- Operating Authority, including UCR
- Over Dimensional Permits

PUBLICATIONS:

- Brochures covering registration requirements
- Registration Procedures Manual
- Rules and Regulations
- Laws for the Operation of Commercial Vehicles
- International Registration Plan Manual
- Fuel Tax Licensing Procedures
- Motor Carrier Manual
- Municipal & Agent Services Trainings

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

RESERVE FUND FOR STATE HOUSE PRESERVATION AND MAINTENANCE

RESERVE FUND FOR STATE HOUSE PRESERVATION AND MAINTENANCE

SUZANNE M. GRESSER, EXECUTIVE DIRECTOR

Central Office: STATE HOUSE, AUGUSTA, ME 04330
 Mail Address: 115 STATE HOUSE STATION, AUGUSTA, ME 04333-0115 FAX: (207) 287-1621
 Established: 1997 Telephone: (207) 287-1615
 Reference: Policy Area: 00 Umbrella: 32 Unit: 627 Citation: T0003 M.R.S.A., Sect.: S162,ss12A

PURPOSE:

The Reserve Fund for State House Preservation and Maintenance was established to provide sufficient funds for major repairs and renovations to the State House in accordance with 3 M.R.S.A., section 162, sub-section 12-A.

PROGRAM:

The Reserve Fund for State House Preservation and Maintenance was established to provide sufficient funds for major repairs and renovations to the State House in accordance with 3 M.R.S.A., section 162, sub-section 12-A. The key projects for 2022-2023 included exterior masonry repairs and restoration at the State House. Additional projects included lighting upgrades, painting and cosmetic upgrades in interior spaces of the building and select carpet replacements in various locations.

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| DEPARTMENT SUMMARY | TOTAL FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|--|------------------------------|-----------------|-----------------------------|-----------------|------------------|---------------|
| EXPENDITURES | | | | | | |
| CONTRACTUAL SERVICES | 223,377 | 223,377 | | | | |
| COMMODITIES | 26,756 | 26,756 | | | | |
| TOTAL EXPENDITURES | 250,133 | 250,133 | | | | |
| | | | | | | |
| RESERVE FUND FOR STATE HOUSE PRESERVATION AND MAINTENANCE | TOTAL FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
| EXPENDITURES | | | | | | |
| CONTRACTUAL SERVICES | 223,377 | 223,377 | | | | |
| COMMODITIES | 26,756 | 26,756 | | | | |
| TOTAL EXPENDITURES | 250,133 | 250,133 | | | | |

DEPARTMENT OF TRANSPORTATION

DEPARTMENT OF TRANSPORTATION
BRUCE VAN NOTE, COMMISSIONER

Central Office: 24 CHILD STREET, AUGUSTA, ME 04330
Mail Address: 16 STATE HOUSE STATION, AUGUSTA, ME 04333-0016 FAX: (207) 624-3001
Established: 1972 Telephone: (207) 624-3000
Reference: Policy Area: 08 Umbrella: 17 Unit: 229 Citation: T0023 M.R.S.A., Sect.: 000004205
Average Counts-All Positions: 1974.966 Legislative Count: 864.00

Units:

BUREAU OF FINANCE AND ADMINISTRATION
MAINE AERONAUTICAL ADVISORY BOARD
MAINE STATE FERRY ADVISORY BOARD
OFFICE OF LEGAL SERVICES
BUREAU OF MAINTENANCE AND OPERATIONS

MAINE PILOTAGE COMMISSION
BUREAU OF PLANNING
BUREAU OF PROJECT DEVELOPMENT
PUBLIC TRANSIT ADVISORY COUNCIL
BUREAU OF TRANSPORTATION SERVICES

PURPOSE:

The mission of the Maine Department of Transportation (MaineDOT) is to support economic opportunity and quality of life by responsibly providing our customers the safest and most reliable transportation system possible, given available resources. MaineDOT was established to plan and develop transportation facilities and services designed to contribute to the economic growth of the State of Maine and the well-being of its people. MaineDOT plans for future transportation needs and assists in the development, operation, and maintenance of services and facilities, while promoting transportation safety. Key links in the transportation network are a highway system developed to promote safety, personal mobility, economic considerations, community values, and environmental conservation; port and water transportation facilities that support development of coastal resources; freight and passenger rail facilities to serve commerce and provide transportation alternatives; transit services for inter- and intra-city travel and for elderly and disabled populations; and an aviation infrastructure developed with the assistance of the Department. MaineDOT, on behalf of the State, also administers all federal or other monies intended for transportation uses.

ORGANIZATION:

MaineDOT had its origin in 1905, when a Commissioner of Highways was appointed by the Governor and charged with compiling statistics, disseminating information, working for better highways, and advising local officials on the best means of building and maintaining roads and sidewalks. In 1907, the Commissioner became head of a new State Highway Department, which was created to apportion money to political subdivisions, plan road improvements, and contract for road construction. In 1913, both the Department and the Office of Commissioner of Highways were abolished and replaced by a State Highway Commission, which consisted of three members whom the Governor appointed.

When the state highway system began to grow and state responsibility for highway construction and maintenance increased, the State Highway Commission expanded to include a central office in Augusta and seven offices located throughout the state. During the state government reorganization of 1972, the Commission was dissolved, and all its functions were transferred to a newly established Department of Transportation headed by a Commissioner appointed by the Governor.

At the same time, several independent, transportation-related agencies such as the Maine Port Authority were integrated into the department. Major changes occurred once again in 1981 when the Commissioner was authorized to organize the Department into bureaus and other units.

PROGRAM:

The program of MaineDOT is accomplished through its statutorily and administratively created units and the various activities of these units are individually reported in subsequent entries.

MaineDOT Goals are:

1. MANAGE THE EXISTING SYSTEM: Effectively manage Maine's existing transportation system for safety and effectiveness within reliable funding levels.
2. SUPPORT ECONOMIC OPPORTUNITY AND QUALITY OF LIFE: Wisely invest available resources to support economic opportunity for our customers.

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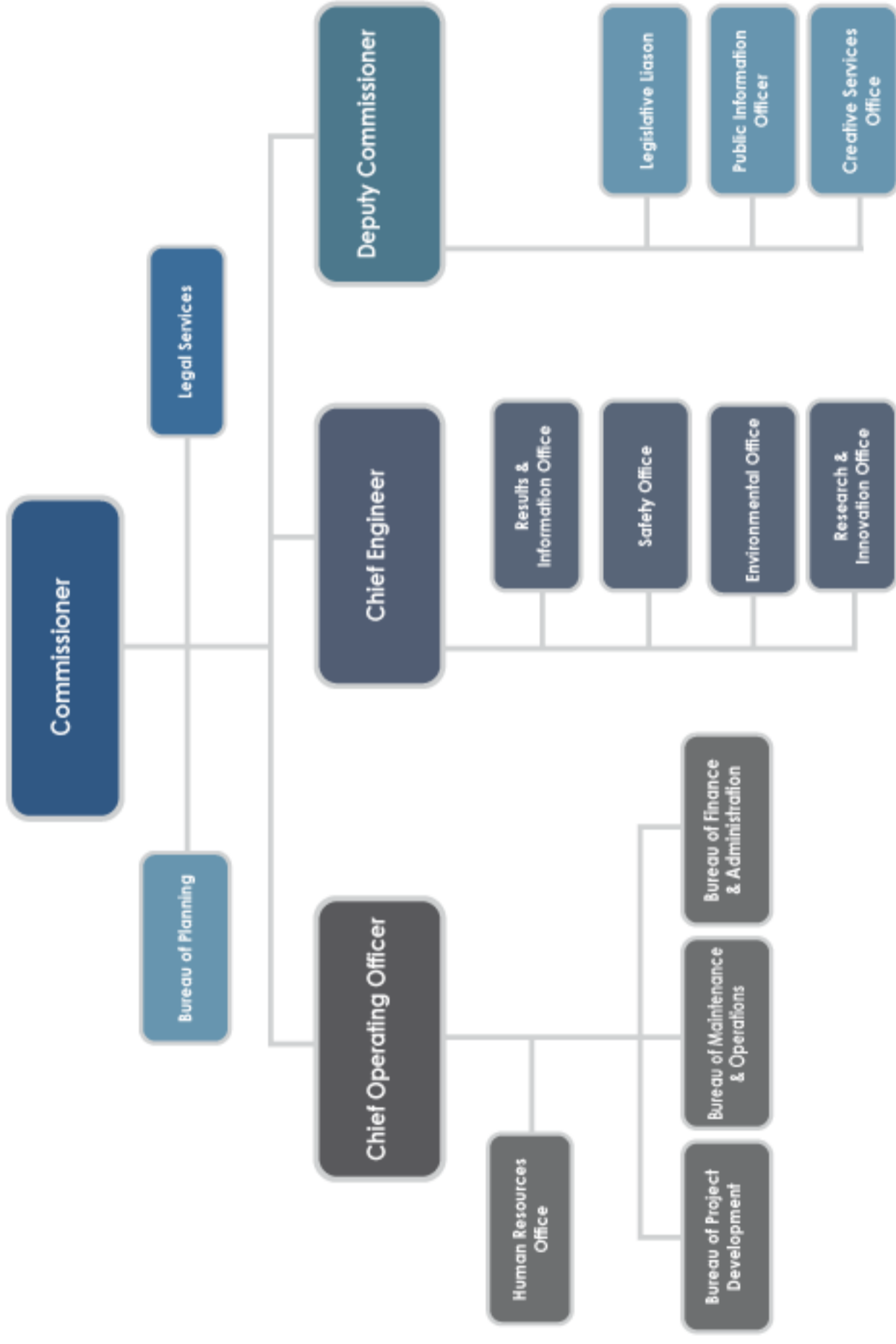
3. BUILD TRUST: Demonstrate our core values of integrity, competence, and service, both individually and organizationally.

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| DEPARTMENT SUMMARY | TOTAL FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|-----------------------------|------------------------------|-----------------|-----------------------------|--------------------|--------------------|-------------------|
| SALARIES & WAGES | 102,414,323 | | 1,115,242 | 73,894,743 | 15,348,952 | 12,055,386 |
| HEALTH BENEFITS | 27,189,523 | | 278,967 | 19,976,365 | 3,704,360 | 3,229,831 |
| RETIREMENTS | 23,594,357 | | 263,601 | 16,990,398 | 3,662,256 | 2,678,102 |
| OTHER FRINGE BENEFITS | 3,931,310 | | 25,639 | 3,186,518 | 353,635 | 365,518 |
| COMPUTER SERVICES | 10,874,111 | | 88,600 | 9,108,383 | 916,834 | 760,294 |
| CONTRACTUAL SERVICES | 129,894,212 | | 30,887,028 | 35,664,992 | 35,071,354 | 28,270,838 |
| RENTS | 41,347,940 | | 83,153 | 39,464,502 | 680,476 | 1,119,809 |
| COMMODITIES | 38,593,706 | | 1,885,233 | 27,663,829 | 4,666,414 | 4,378,230 |
| GRANTS, SUBSIDIES, PENSIONS | 55,079,271 | | 11,602,322 | 21,312,903 | 22,164,046 | |
| PURCHASE OF LAND | 60,516 | | 51,570 | 8,946 | | |
| EQUIPMENT | 450,129,721 | | 167,215,113 | 4,482,912 | 231,655,319 | 46,776,377 |
| INTEREST-DEBT RETIREMENT | 24,689,979 | | | | 24,689,979 | |
| TRANSFER TO OTHER FUNDS | 7,356,108 | | 379 | 7,134,836 | | 220,893 |
| TOTAL EXPENDITURES | 915,155,077 | | 213,496,847 | 258,889,327 | 342,913,625 | 99,855,278 |

| DEPARTMENT OF TRANSPORTATION | TOTAL FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|------------------------------|------------------------------|-----------------|-----------------------------|-----------------|------------------|---------------|
| GRANTS, SUBSIDIES, PENSIONS | 329,961 | | | | 329,961 | |
| TOTAL EXPENDITURES | 329,961 | | | | 329,961 | |

MaineDOT Organizational Structure



September, 2019

DEPARTMENT OF TRANSPORTATION

BUREAU OF FINANCE AND ADMINISTRATION

KATHARINE WILTUCK, DIRECTOR

Central Office: 24 CHILD STREET, AUGUSTA, ME 04330
 Mail Address: 16 STATE HOUSE STATION, AUGUSTA, ME 04333-0016 FAX: (207) 624-3201
 Established: 1972 Telephone: (207) 624-3202
 Reference: Policy Area: 08 Umbrella: 17 Unit: 231 Citation: T0023 M.R.S.A., Sect.: 000004206
 Average Counts-All Positions: 95.00 Legislative Count: 95.00

PURPOSE:

The Bureau of Finance and Administration was established to provide administrative and financial management support and services essential to the successful accomplishment of the goals and responsibilities of the Department of Transportation.

ORGANIZATION:

The Bureau of Finance and Administration originated as the Bureau of Accounts and Administration of the former State Highway Commission, established in 1913. During the state government reorganization of 1972, the commission was abolished, and the functions of the Bureau were transferred to the new Department of Transportation's Bureau of Administrative Services, which in February of 1981 was renamed the Bureau of Finance and Administration.

PROGRAM:

The Bureau's current focus is on enhancing the accuracy of financial forecasting and promoting complete accountability in the administration of transportation programs and funds.

Financial information and position counts for other units are also included in this program.

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| BUREAU OF FINANCE AND ADMINISTRATION | TOTAL | SPECIAL | | HIGHWAY | FEDERAL | MISC |
|---|---------------------|-----------------|------------------|-------------------|---------|------|
| | FOR ALL FUNDS | GENERAL FUND | REVENUE FUNDS | | | |
| EXPENDITURES | | | | | | |
| SALARIES & WAGES | 5,909,754 | | 16,957 | 5,892,797 | | |
| HEALTH BENEFITS | 1,479,278 | | 4,119 | 1,475,159 | | |
| RETIREMENTS | 1,385,801 | | 3,987 | 1,381,814 | | |
| OTHER FRINGE BENEFITS | 137,170 | | 392 | 136,778 | | |
| COMPUTER SERVICES | 1,336,013 | | | 1,336,013 | | |
| CONTRACTUAL SERVICES | 1,987,574 | | 406,592 | 1,580,982 | | |
| RENTS | 250,038 | | 290 | 249,748 | | |
| COMMODITIES | 450,790 | | 21,154 | 429,636 | | |
| GRANTS, SUBSIDIES, PENSIONS | 3,203 | | 3,203 | | | |
| TRANSFER TO OTHER FUNDS | 100,044 | | 379 | 99,665 | | |
| TOTAL EXPENDITURES | 13,039,665 | | 457,073 | 12,582,592 | | |

MAINE AERONAUTICAL ADVISORY BOARD

NATE MOULTON, DIRECTOR

Central Office: 24 CHILD STREET, AUGUSTA, ME 04330
 Mail Address: 16 STATE HOUSE STATION, AUGUSTA, ME 04333-0016 FAX:
 Established: 1978 Telephone: (207) 624-3560
 Reference: Policy Area: 08 Umbrella: 17 Unit: 245 Citation: T0006 M.R.S.A., Sect.: 000000302

PURPOSE:

The Maine Aeronautical Advisory Board was established to advise the Department of Transportation on matters relating to aeronautics and to submit to the Commissioner an annual report which includes recommendations for change to the

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aeronautical laws and comments upon the present and future needs of that service. Written reports and comments are available to the public.

ORGANIZATION:

The Maine Aeronautical Advisory Board was created as a board within the Department of Transportation comprised of at least 7 voting members appointed by the Commissioner of the Department of Transportation. All members shall serve a term of office of 2 years consistent with the state fiscal year. Terms must be staggered so that approximately half of the board is renewed each year. The Commissioner shall endeavor to appoint a balance of public and private sector members holding diverse knowledge and perspectives of the aeronautics industry. Vacancies may be filled to serve out the remainder of a term if a member resigns or is terminated for cause or a vacancy is created in any other manner. The Director of the Bureau of Planning or the Director's designee is an ex officio member of the Board. The Board meets at the call of the chair, or at the call of at least 3 members of the board. Members serve without compensation or expenses.

PROGRAM:

The Maine Aeronautical Advisory Board continues to focus on bringing the benefits and advantages of aviation to the attention of the general public and improving the State's role in statewide aviation matters. The Board makes recommendations and proposes initiatives to improve the air transportation system and makes recommendations on potential legislation.

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

MAINE STATE FERRY ADVISORY BOARD WILLIAM GEARY, JR., MANAGER, MSFS

Central Office: 517A MAIN ST. RT. 1, ROCKLAND, ME 04841

Mail Address: P.O. BOX 645, ROCKLAND, ME 04841-0645

Established: 1975

Reference: Policy Area: 08 *Umbrella:* 17 *Unit:* 325 *Citation:* T0023

FAX: (207) 596-2281

Telephone: (207) 596-5400

M.R.S.A., Sect.: 000004301

PURPOSE:

The Maine State Ferry Service Advisory Board was established to assist the Department of Transportation on matters relating to the Maine State Ferry Service (MSFS). The Board shall submit to the Commissioner of the Department of Transportation an annual report that shall include recommendations for change to MSFS and comment upon the present and future needs of the service.

ORGANIZATION:

The Maine State Ferry Advisory Board consists of one member and one alternate member from each of the island municipalities and plantations served by the MSFS and three members appointed by the Commissioner of the Department.

PROGRAM:

In fiscal year 2022-2023, the Board which is comprised of 6 island representatives and alternate members from the communities and 3 mainland representatives advised MSFS management on the following key issues:

1. Management change with a new Director of Operations coming into role.
2. Vessel Management:
 - a.) Construction of the Motor Vessel (M/V) Almer Dinsmore is underway with delivery for Spring 2024.
 - b.) Construction of the M/V Charles Norman Shay is underway with delivery for Spring 2024.
 - c.) Design and concept of the replacement ferry for the Margaret Chase Smith passenger ship.
3. Infrastructure Maintenance:

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- a.) Maintenance and improvement work has been completed at multiple transfer bridges, piers, and buildings across the ferry service.
- b.) Infrastructure improvements on Swan's Island and Frenchboro dolphins and wave fencing.

The primary topics for the Board in fiscal year 2022-2023 has been the transition of management and ensuring the continued service of the MSFS as well as exploring and understanding the pay and benefits of workers at the ferry service.

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

OFFICE OF LEGAL SERVICES

ANNE PARE, ACTING CHIEF COUNSEL

Central Office: 24 CHILD ST., AUGUSTA, ME 04330

Mail Address: 16 STATE HOUSE STATION, AUGUSTA, ME 04333-0016 *FAX:* (207) 624-3021

Established: 1972

Telephone: (207) 624-3020

Reference: Policy Area: 08 *Umbrella:* 17 *Unit:* 229L *Citation:* T0023 *M.R.S.A., Sect.:* 000004206

PURPOSE:

The Office of Legal Services provides legal advice and representation to the Department of Transportation (MaineDOT). It provides legal research and memoranda and drafts and reviews contracts for a wide variety of matters involving MaineDOT; ensures compliance with federal and state civil rights laws; prepares title reports; drafts real estate transactional documents; reviews and advises on pending legislation; assists with rulemaking for department rules; provides legal advice on environmental laws; provides real estate support to state agencies; handles claims, including claims before the State Claims Commission, and collections for MaineDOT; and works with the Office of the Maine Attorney General (AG's Office) and outside counsel on litigation and specified other matters.

ORGANIZATION:

The Office originated in 1962 as part of the State Highway Commission. The Civil Rights Office was added in 2010.

PROGRAM:

The Office processed 238 new State Claims Commission referrals; presented one case for hearing; settled 41 cases; waived 81 cases; and defaulted 16 cases. There were two cases appealed to the Superior Court. The Office completed 420 title abstracts for the Bureaus of Project Development, Freight & Business Services, Maintenance & Operations, and Environment. Title work and consultant attorney services were provided to the following Maine Departments: Health and Human Services, Agriculture, Conservation and Forestry, Environmental Protection, Inland Fisheries and Wildlife, Administrative and Financial Services (Bureau of General Services, and the AG's Office.

The Claims/Investigation Unit provided investigative support on internal and external department matters and processed/investigated three claims of alleged tort violations. Civil enforcement and recovery actions were brought in 58 cases recovering \$895,353. The unit addressed 54 issues concerning Right-of-Way. The unit processed 39 claims of alleged negligence by contractors and received and disposed of 154 complaints due to road conditions and paint striping.

As a recipient of federal U.S. Department of Transportation (USDOT) funding, MaineDOT is required to develop and administer the Disadvantaged Business Enterprise (DBE) Program. MaineDOT administers the DBE Program and certifies qualifying businesses in Maine as DBEs in compliance with federal regulations under 49 CFR Part 26. MaineDOT submitted its DBE participation goals for 2022-2024 during the first half of FFY23 with the second half not to be completed until after September 30, 2023. The DBE Supportive Services Statement of Work was submitted and approved by the Federal Highway Administration (FHWA) for FFY23. The Civil Rights Office (CRO) submitted a Statement of Work for MaineDOT to provide on the job training support in-house. Trainings were held and given

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by the CRO to all MaineDOT region offices and contractors. The University of Maine's (UMaine) College of Engineering was contracted to host the 2022 National Summer Transportation Institute (NSTI) in July 2022. The Local Public Agency training was held at the Augusta Civic Center on May 11, 2023.

The Office provided legal advice and support on major projects and coordination between federal, interstate and international entities on a variety of highway, bridge, and multimodal transportation matters. These include continued advice related to the proposed replacement of the Frank J. Wood Bridge between Topsham and Brunswick; ongoing work on agreements dealing with development and funding matters supporting the construction and operation of the Acadia Gateway Center; development of inter-agency agreements implementing a federal program funding statewide electric vehicle charging station installations; and development of numerous agreements in response to a variety of fast-paced and unique federal funding opportunities through the Bipartisan Infrastructure Law. The Office has continued to support the ongoing development of solar farm pilot projects at the Augusta State Airport and two Interstate intersections.

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

BUREAU OF MAINTENANCE AND OPERATIONS KYLE HALL, DIRECTOR

Central Office: 24 CHILD STREET, AUGUSTA, ME 04330
Mail Address: 16 STATE HOUSE STATION, AUGUSTA, ME 04333-0016 *FAX:* (207) 623-2526
Established: 1980 *Telephone:* (207) 624-3567
Reference: Policy Area: 08 *Umbrella:* 17 *Unit:* 234 *Citation:* T0023 *M.R.S.A., Sect.:* 000004206
Average Counts-All Positions: 1261.019 *Legislative Count:* 179.00

PURPOSE:

To sustain Maine's transportation network, the Bureau of Maintenance and Operations (M&O) performs work in three primary areas: Maintenance, Operations, and Production Support. Each area includes numerous work activities recorded by M&O as a measure of yearly accomplishments. The information collected is measured to the established levels of service of the Department of Transportation (MaineDOT). Heavy and medium trucks and any associated heavy equipment are managed through an internal services account managed by MaineDOT Fleet Services. Our workforce has expertise in many diverse specialties. These subject areas combined with the knowledge of M&O and its employees allow for successful navigation of the geographical challenges realized within Maine. Utilizing both state forces and contractors allows M&O to realize a streamlined delivery of projects. This partnership allows M&O to achieve department goals.

ORGANIZATION:

M&O consists of five geographic regions, the Maine State Ferry Service, Fleet Services, and a Central Headquarter Unit. The Central Headquarters Unit is the support center for regional operations as well as the statewide divisions of Traffic Engineering, Community Services, Multimodal Operations, and Radio Operations.

PROGRAM:

M&O operates, inspects, and maintains Maine's diverse transportation system. This includes the State's highways, 478 miles of rail owned by the State, the Maine State Ferry Service, operations and oversight of state-owned airports, and numerous bridges owned and maintained by the State.

Within the State highway systems, M&O is responsible for snow and ice control for Maine's 8,300 lane miles of state highways per established Customer Service Levels. Six hundred of these lane miles are contracted to be maintained by contractors and municipalities. Additionally, M&O provides emergency response services 24 hours a day, 365 days a year.

M&O's work also includes summer highway maintenance for 8,400 centerline miles of

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state and state aid highways; the inspection and maintenance of over 2,700 bridges and minor spans; 229 railroad bridges; and the inspection of approximately 800 municipality owned structures. The Maine State Ferry Service (MSFS) provides a vital link between the mainland and the island communities of Islesboro, North Haven, Swan's Island, Vinalhaven, Frenchboro, and Matinicus. M&O oversees the maintenance and operations of approximately 478 miles of state-owned railroad lines, with 372.61 miles of this being active rail, assisting in the transporting of goods across the State. M&O also manages highway access, signing, and additional traffic services to state, federal and municipal projects. M&O maintains a Transportation Management Center (TMC), open 24 hours a day 365 days a year. The TMC allows for the management of emergency field operations, communication to travelers on highway conditions, and provides centralized communication with other State entities during events. Maintenance of rest areas, Visitor Information Centers, the Penobscot Narrows Bridge Observatory, and Maine's 511 Traveler Information system, which keeps residents and visitors to the State, informed, safe, and comfortable during travel on our highways, all fall within the purview of M&O. The operating resources required to maintain established service levels within M&O include:
 => Augusta headquarters, five regional offices, seven Ferry Service terminals, and Fleet Services that are responsible for the maintenance, purchase, and inspection of the M&O's heavy equipment. Within the five regions there are 150 smaller crew maintenance facilities;
 => 778 pieces of heavy equipment;
 => Allocation of 1,416 full-time employees (FTEs), including 89 FTEs responsible for the year-round operation of the MSFS.

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| BUREAU OF MAINTENANCE AND OPERATIONS | TOTAL FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|--------------------------------------|---------------------|--------------|-----------------------|--------------------|------------------|-------------------|
| EXPENDITURES | | | | | | |
| SALARIES & WAGES | 58,108,910 | | | 50,305,702 | 1,233,962 | 6,569,246 |
| HEALTH BENEFITS | 16,436,155 | | | 14,275,103 | 280,820 | 1,880,232 |
| RETIREMENTS | 13,254,973 | | | 11,468,706 | 306,669 | 1,479,598 |
| OTHER FRINGE BENEFITS | 2,867,067 | | | 2,613,741 | 30,841 | 222,485 |
| COMPUTER SERVICES | 3,262,944 | | | 2,625,989 | 74,400 | 562,555 |
| CONTRACTUAL SERVICES | 48,494,887 | | 912,609 | 26,946,901 | 1,036,820 | 19,598,557 |
| RENTS | 37,757,935 | | 9,481 | 36,251,686 | 386,431 | 1,110,337 |
| COMMODITIES | 34,465,385 | | 1,809,969 | 25,007,904 | 3,727,977 | 3,919,535 |
| GRANTS, SUBSIDIES, PENSIONS | 21,499,190 | | | 21,499,190 | | |
| EQUIPMENT | 692,644 | | | 692,644 | | |
| TRANSFER TO OTHER FUNDS | 1,349,767 | | | 1,128,874 | | 220,893 |
| TOTAL EXPENDITURES | 238,189,857 | | 2,732,059 | 192,816,440 | 7,077,920 | 35,563,438 |

**MAINE PILOTAGE COMMISSION
 BRIAN DOWNEY, ADMINISTRATOR**

Central Office: 24 CHILD STREET, AUGUSTA, ME 04330
 Mail Address: 16 STATE HOUSE STATION, AUGUSTA, ME 04333-0016 FAX: (207) 624-3099
 Established: 1969 Telephone: (207) 899-7123
 Reference: Policy Area: 08 Umbrella: 17 Unit: 387 Citation: T0038 M.R.S.A., Sect.: 000000089

PURPOSE:

The Maine Pilotage Commission was established to provide for a system of state pilotage devoted to the preservation and protection of lives, property, the environment, and vessels entering or leaving state waters. It also acts to ensure the highest standard of efficiency and the availability of pilots that are well-qualified for the discharge of their duties in the aid of commerce and navigation.

ORGANIZATION:

The Maine Pilotage Commission is made up of seven members appointed by the Governor for three-year staggered terms. These members represent the three major pilotage areas of the state, businesses that use the services of pilots, and public members. An Administrator is appointed by the Commissioner of the

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Department of Transportation. Typically, the commission meets three times a year for non-emergency business.

PROGRAM:

The Commission establishes the rules, policies, and procedures that govern the licensing, training, and discipline of marine pilots in the state waters under the jurisdiction of the Commission. The Commission also approves the rates which pilots may charge for services and generally oversees the operational and safety requirements of deep draft ship movements. Administrative responsibility for the Maine Pilotage Commission is a function of the Department of Transportation, Office of Freight and Passenger Services.

LICENSES:

During Fiscal Year 2023, there were no new licenses issued; one current license was renewed; and one new route endorsement was issued. There are nine active and two inactive Maine Pilotage Commission pilots.

PUBLICATIONS:

www.maine-pilotage.com

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

BUREAU OF PLANNING DALE DOUGHTY, DIRECTOR

Central Office: 24 CHILD STREET, AUGUSTA, ME 04330
Mail Address: 16 STATE HOUSE STATION, AUGUSTA, ME 04333-0016 *FAX:* (207) 624-3301
Established: 1972 *Telephone:* (207) 624-3557
Reference: Policy Area: 08 *Umbrella:* 17 *Unit:* 232 *Citation:* T0023 *M.R.S.A., Sect.:* 000004206
Average Counts-All Positions: 107.793 *Legislative Count:* 98.00

PURPOSE:

The Maine Department of Transportation (MaineDOT) Bureau of Planning conducts continuing, cooperative, and comprehensive transportation planning for all modes of transportation, statewide. The Bureau also develops MaineDOT's work plan to support its mission, "To responsibly provide our customers the safest and most reliable transportation system possible, given available resources." The planning activities of the Bureau are directed towards development and implementation of the MaineDOT's annual Work Plan. In it, the Bureau documents what projects will be constructed or undertaken, and what activities will be performed in pursuit of MaineDOT's mission and goals. The Bureau fulfills federal and state transportation planning requirements and Bureau staff provides technical assistance in transportation planning to municipalities, regional entities, and partner agencies. The Bureau works closely with other MaineDOT bureaus and offices and shares support staff with the Freight and Business Services Office.

ORGANIZATION:

In the state government reorganization of 1972, the State Highway Commission was abolished and functions of the Division of Planning and Traffic were transferred to the new Department of Transportation, later to be assumed by the Department's administrative Bureau of Transportation Planning and Services. In 1996, the Bureau revised its organizational structure to be consistent with the transportation planning requirements contained in federal and state laws including the federal Intermodal Surface Transportation Efficiency Act, the federal Clean Air Act Amendment, and Maine's Sensible Transportation Policy Act. In 2015, the Bureau's structure was again updated to increase efficiency and better align its work units with the MaineDOT's needs and its strategic plan. The Bureau is under the direction of the Deputy Commissioner and is comprised of four work units: the Statewide Planning Office, the Scoping Division, the Program Development Division, and the Multimodal Planning Division.

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PROGRAM:

Statewide Planning Office:

The Statewide Planning Office focuses on customer/partner, agency/stakeholder outreach and education; establishing and building relationships with local officials; carrying out federal long-range planning requirements; and efficiently meeting other periodic and ongoing federal and state planning requirements. The Office works with MaineDOT region offices and with partner agencies to conduct regional transportation planning and to engage with the general public and various stakeholders.

Scoping Division:

The focuses of the Scoping Division are to develop project purpose and need, define projects, assign appropriate cost shares, and secure project agreements. The Scoping Division is involved with high-profile or high-cost projects, as well as with potential economic-development opportunities. This Division is responsible for enhanced project scoping, traffic analysis, traffic modeling, maintaining MaineDOT's statewide travel-demand model, Metropolitan Planning Organization (MPO) planning and engineering oversight, major planning studies, competitive grant project-scoping, safety project scoping, connected and autonomous vehicles research, and Intelligent Transportation Systems (ITS) planning.

Program Development Division:

The Program Development Division is responsible for development and publication of MaineDOT's Work Plan (including ongoing candidate management), development and publication of Maine's Statewide Transportation Improvement Program (STIP), for STIP and TIP amendments, and development of the Bureau's Planning Work Program. This Division is also responsible for developing and reporting Series 500 (Fuels and FASH) information to the Federal Highway Administration. This Division prepares grant applications to exploit funding opportunities and develops and maintains expertise related to federal planning requirements.

Multimodal Planning Division:

The Multimodal Planning Division is responsible for planning and programming of passenger (mass transit and other public) transportation activities and projects. Planning and programming for multimodal freight are conducted and coordinated by the Freight and Business Services Office, which is a separate unit. This Division is responsible for preparing program compliance documentation for the Federal Transit Administration and Federal Aviation Administration, for coordinating with other state agencies with transit-related responsibilities, and for identifying, prioritizing, and selecting non-highway and bridge projects for the Work Plan. Working with the Bureau of Project Development, this Division also coordinates funding allocation for non-highway and bridge projects, both passenger and freight related.

LICENSES:

N/A

PUBLICATIONS:

MaineDOT Work Plan for Calendar Years 2017-2018-2019 - free and online
Long-Range Statewide Transportation Plan - free and online
Numerous other publications and resources on a variety of technical subjects

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FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| BUREAU OF PLANNING | TOTAL FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|-----------------------------|------------------------------|-----------------|-----------------------------|------------------|-------------------|-------------------|
| EXPENDITURES | | | | | | |
| SALARIES & WAGES | 6,750,365 | | 1,086,117 | | 178,108 | 5,486,140 |
| HEALTH BENEFITS | 1,666,796 | | 273,426 | | 43,771 | 1,349,599 |
| RETIREMENTS | 1,499,204 | | 258,327 | | 42,372 | 1,198,505 |
| OTHER FRINGE BENEFITS | 172,214 | | 25,071 | | 4,111 | 143,032 |
| COMPUTER SERVICES | 286,339 | | 88,600 | | | 197,739 |
| CONTRACTUAL SERVICES | 29,629,045 | | 19,122,161 | | 6,834,603 | 3,672,281 |
| RENTS | 75,964 | | 66,492 | | | 9,472 |
| COMMODITIES | 512,805 | | 54,110 | | | 458,695 |
| GRANTS, SUBSIDIES, PENSIONS | 33,433,204 | | 11,599,119 | | 21,834,085 | |
| EQUIPMENT | 23,490,001 | | 203,336 | | 3,892,050 | 19,394,615 |
| TRANSFER TO OTHER FUNDS | 5,311,348 | | | 5,311,348 | | |
| TOTAL EXPENDITURES | 102,827,285 | | 32,776,759 | 5,311,348 | 32,829,100 | 31,910,078 |

**BUREAU OF PROJECT DEVELOPMENT
TODD PELLETIER, DIRECTOR**

Central Office: 24 CHILD STREET, AUGUSTA, ME 04330
 Mail Address: 16 STATE HOUSE STATION, AUGUSTA, ME 04333-0016 FAX:
 Established: 1972 Telephone: (207) 624-3551
 Reference: Policy Area: 08 Umbrella: 17 Unit: 246 Citation: T0023 M.R.S.A., Sect.: 000004206
 Average Counts-All Positions: 511.154 Legislative Count: 492.00

PURPOSE:

The Bureau of Project Development's mission is to deliver safe, cost-effective, and high-quality transportation projects and services to bureau customers on schedule and budget. This entails development of transportation improvement projects from approval of funding through construction completion as well as delivery of certain non-project related engineering and technical services.

ORGANIZATION:

The Bureau of Project Development was formed as a result of the Ernst & Whinney Management Study completed in the early 1970's. Its internal organization has evolved over the years to a new unique form that now combines functions into four project delivery Programs: Bridge, Highway, Regional, and Multimodal. Each program is composed of multi-functional project teams each having full responsibility for delivery of a specified collection of projects. The Bureau's organization also includes three support units: Construction Contracts, Property Office and Materials Testing & Exploration. Each of these units provides support for development of projects, but also departmentwide assistance and external non-project services appropriate to their expertise.

PROGRAM:

The Department of Transportation's overall transportation improvement program continues to emphasize improvement of the existing transportation network and facilities. Projects are developed through an inclusive process that is centered on minimizing and avoiding impacts during construction to the surrounding natural environment, to abutting property owners and to the traveling public. Available federal funding, application of innovative financing and contracting techniques, and the willingness of the Legislature and Maine voters to provide matching dollars have allowed the Department to make significant improvements to Maine's transportation infrastructure. This past year the Bureau continued high production levels with delivery of many road and bridge improvements as well as other projects that improve facilities for other transportation modes such as marine, air, and rail.

PUBLICATIONS:

Standard Specifications for Construction
 Various policy and procedural manuals

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FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| BUREAU OF PROJECT DEVELOPMENT | TOTAL FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|-------------------------------|------------------------------|-----------------|-----------------------------|-------------------|--------------------|-------------------|
| SALARIES & WAGES | 31,645,294 | | 12,168 | 17,696,244 | 13,936,882 | |
| HEALTH BENEFITS | 7,607,295 | | 1,422 | 4,226,103 | 3,379,770 | |
| RETIREMENTS | 7,454,380 | | 1,286 | 4,139,879 | 3,313,215 | |
| OTHER FRINGE BENEFITS | 754,859 | | 177 | 435,999 | 318,683 | |
| COMPUTER SERVICES | 5,988,815 | | | 5,146,381 | 842,434 | |
| CONTRACTUAL SERVICES | 49,782,707 | | 10,445,666 | 7,137,109 | 27,199,932 | 5,000,000 |
| RENTS | 3,264,003 | | 6,890 | 2,963,068 | 294,045 | |
| COMMODITIES | 3,164,726 | | | 2,226,289 | 938,437 | |
| GRANTS, SUBSIDIES, PENSIONS | -186,287 | | | -186,287 | | |
| PURCHASE OF LAND | 60,516 | | 51,570 | 8,946 | | |
| EQUIPMENT | 425,947,077 | | 167,011,778 | 3,790,268 | 227,763,269 | 27,381,762 |
| INTEREST-DEBT RETIREMENT | 24,689,979 | | | | 24,689,979 | |
| TRANSFER TO OTHER FUNDS | 594,949 | | | 594,949 | | |
| TOTAL EXPENDITURES | 560,768,313 | | 177,530,957 | 48,178,948 | 302,676,646 | 32,381,762 |

PUBLIC TRANSIT ADVISORY COUNCIL

RYAN NEALE, CHAIR

Central Office: 24 CHILD ST, AUGUSTA, ME 04330

Mail Address: 16 STATE HOUSE STATION, AUGUSTA, ME 04333-0016 FAX: (207) 624-3099

Established: 2015 Telephone: (207) 592-4077

Reference: Policy Area: 08 Umbrella: 17 Unit: 684 Citation: T0023 M.R.S.A., Sect.: 00004209-A

PURPOSE:

The Public Transit Advisory Council is a voluntary board that was established in 23 M.R.S.A. §4209-A (Public Law 2015, chapter 182) to advise the Departments of Transportation, Labor, and Health and Human Services on public transportation policies, planning, and priorities.

ORGANIZATION:

The Commissioner appoints members to the Council as required by statute in order to assure broad representation by location, transit modality, region, community type, and citizenry demographic.

PROGRAM:

The activities of the Public Transit Advisory Council are described below.

General:

The Council is to advise the Legislature and the Department of Transportation regarding public transit services in the State. The Council shall serve in an advisory capacity to the Departments of Transportation, Labor, and Health and Human Services in matters concerning public transportation.

Specific:

1. Collaborate with the Department on designation of regional transit agencies after the Department has delineated the geographic regions.
2. Collaborate with the Department on approval of each locally coordinated plan for regional transit and advise the Department on the review and approval of locally coordinated plans for regional transit.
3. Advise on any statewide strategic transit planning undertaken by the Department, including short-term and long-term fiscal, operating, and capital investments, and the integration of transit planning with the Sensible Transportation Policy Act.

Report:

The Council shall report on its deliberations and any recommendations by March 1st of each odd-numbered year to the Governor and the joint standing committees of the Legislature having jurisdiction over transportation matters and health and human services matters. The report must include the following: an assessment of the level of public transportation services provided to the public;

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recommendations for the level of service that should be provided and an estimate of the cost of providing those services; and recommendations for the optimal coordination of transit services with other senior and veteran services.

PUBLICATIONS:

Biennial Report to Governor and Legislature, April 2019
Schedules and supporting materials: All Council meeting materials and records may be accessed at: www.maine.gov/mdot/transit/ptac

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

BUREAU OF TRANSPORTATION SERVICES NATE MOULTON, DIRECTOR, FREIGHT AND BUS

Central Office: 24 CHILD ST., AUGUSTA, ME 04330
Mail Address: 16 STATE HOUSE STATION, AUGUSTA, ME 04333-0016 *FAX:* (207) 624-3251
Established: 1981 *Telephone:* (207) 624-3560
Reference: Policy Area: 08 *Umbrella:* 17 *Unit:* 243 *Citation:* T0023 *M.R.S.A., Sect.:* 000004206

PURPOSE:

The Office of Freight and Business Logistics (OFBL) performs freight planning, program management, and manages special projects and operations, such as port and marine projects and rail operations, motor carrier enforcement and development/marketing. It advocates new freight and logistics ideas and technologies and implements economic development strategies in partnership with Maine businesses and shippers.

ORGANIZATION:

The Office of Freight Transportation was created in 1996 from the Bureau of Transportation Services. In 2007, the office was renamed to the Office of Freight and Business Services; and in 2022 it was renamed again as Office of Freight and Business Logistics and is now part of the Bureau of Planning. It is charged with planning and developing for a free-flowing intermodal freight network that offers Maine shippers greater choice among modes, increased productivity, improved environmental and safety benefits and reduced transportation costs.

PROGRAM:

OFBL is responsible for promoting freight transportation on Maine's highways, railroads, ports and harbors, and in the air. OFBL is involved in several initiatives including Commercial Vehicle Information Systems and Network (CVISN) with the Bureau of Motor Vehicles and the Maine State Police to utilize intelligent transportation systems technology in commercial vehicle regulation and operations. OFBL works with the State's railroad companies and the Federal RR Administration on key freight issues, rail inspection, advises on State rail policy, undertakes rail rehabilitation projects, and coordinates the implementation of Intermodal facilities. OFBL is also responsible for implementing the Industrial Rail Access Program (IRAP) and the Freight Rail Improvement Program to extend or improve rail access to businesses to reduce congestion on highways and provide transportation options to more efficient modes.

OFBL promotes maritime commerce and has worked to secure funding and provide project oversight for developments at the State's three commercial cargo ports. OFBL works closely with the Maine Port Authority on port issues. OFBL provides oversight of the Small Harbors Improvement Program (SHIP) and the federally funded Boating Infrastructure Grant (BIG) Program which focus on improving coastal public marine facilities. OFBL provides coordination for the prioritizing of dredging needs for federally maintained navigation projects in the State and provides administrative support to the Maine Pilotage Commission and the Maine Port Authority. OFBL works in cooperation with the State's major airports to promote the efficient movement of air freight. OFBL's planning document, the Integrated Freight Strategy 2017, is currently being updated and

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provides policy and project guidelines for the office. OFBL coordinates and develops the Department of Transportation's initiatives on Canadian trade and foreign trade such as Iceland and Europe.

LICENSES:

Maine State Marine Pilots License

PUBLICATIONS:

The Office of Freight Transportation has the following publications available:
Integrated Freight Strategy, Free;
Intelligent Transportation Systems - Commercial Vehicle Operations Business Plan,
Free;
Study of Impacts Carried by Exempting Currently Non-Exempt Maine Interstate
Highways from Federal Truck Weight Limits
Maine State Rail Plan

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

TREASURY DEPARTMENT

**(OFFICE OF) TREASURER OF STATE
HENRY BECK, TREASURER OF STATE
GREGORY OLSON, DEPUTY TREASURER**

Central Office: CROSS BUILDING, 3RD FLOOR, AUGUSTA, ME 04330
Mail Address: 39 STATE HOUSE STATION, AUGUSTA, ME 04333-0039 *FAX:* (207) 287-2367
Established: 1820 *Telephone:* (207) 624-7477
Reference: Policy Area: 00 *Umbrella:* 28 *Unit:* 248 *Citation:* T0005 *M.R.S.A., Sect.:* 000000121
Average Counts-All Positions: 16.000 *Legislative Count:* 16.00

PURPOSE:

The Office of the Treasurer of State manages the State's general obligation debt, cash pool investments, banking needs, municipal revenue sharing distributions, trusts and unclaimed property program. The Treasurer serves on the boards of the Maine Municipal Bond Bank, Maine Housing, Maine Public Employees Retirement System, Finance Authority of Maine, Adaptive Equipment Loan Board, Maine Health and Higher Education Facilities Authority, Maine Governmental Facilities Authority, Maine Board of Emergency Municipal Finance, the Maine Public Utility Financing Bank, Maine Retirement Savings Program, Dirigo Health Agency Board of Trustees, and Indian Housing Mortgage Insurance Committee.

ORGANIZATION:

The Office of the Treasurer of State was established by the Constitution of the State of Maine in 1820 with the Treasurer being elected biennially by both Houses of the Legislature sitting jointly. The Deputy Treasurer of State is designated by law as the chief clerk of the Office of the Treasurer and performs the duties of the Treasurer in the event of a vacancy or other absence.

PROGRAM:

The Office of the Treasurer serves as the State's banker and reconciles cash receipts from all state departments. In fiscal year 2023, more than 122,022 cash receipts were reconciled; over 1.934 million checks were paid, and more than 2.578 million electronic funds transfers completed. Banking services provided to state departments include deposit access to 40 bank accounts, stop payments and/or reissues, wire transfers, positive pay, ACH debit, ACH credit, remote deposits, payment cards and more. Cash flow is monitored. Funds not needed to pay state expenses may be invested through the Treasurer's Cash Pool in obligations of the U.S. Government, CDs in Maine banks, money market deposit accounts, corporate bonds, and commercial paper. The Cash Pool includes 114 funds, averaged more than \$4.38 billion in fiscal year 2023, and was managed for safety and liquidity with yield in mind. In fiscal year 2023, the Cash Pool garnered more than \$95.6 million in earnings from investments, including more than \$33.8 million to the General Fund.

The Office of the Treasurer of State issues all general obligation notes and bonds of the State. This responsibility includes the preparation of Official Statements, acquisition of credit ratings and the engagement of any auction processes, underwriters and other entities needed to accomplish the issuance. Transaction closing details and money transfers are also managed by the Treasurer, as are debt service payments and distribution requests. At the close of fiscal year 2023, the State of Maine's outstanding general obligation bond principal was \$559.37 million.

Five long-term investments--the Governor Baxter Trust, Lands Reserved Trust, Permanent School Trust, Firefighters and Law Enforcement OPEB Trust and the Several Trusts--are managed by the Office of the State Treasurer through contracts with third parties. A trust investment advisory committee led by the Treasurer provides policy advice and authorization for investment transactions. At the close of fiscal year 2023 the value of the trust funds was \$85.4 million. The Unclaimed Property Program is administered by the Office of the State Treasurer. Nearly \$35.2 million in unclaimed property was identified during fiscal year 2023. A total of 129,797 claims were paid, reuniting citizens with over \$26.8 million of lost property.

The Office of the State Treasurer annually projects and monthly distributes Municipal Revenue Sharing to 487 municipalities and territories. Revenue sharing distributions are based on a portion of the sales tax, corporate tax, and

TREASURY DEPARTMENT

personal income tax revenues. Population, State Valuation, and Tax Assessment statistics are updated annually and used to calculate the pro rata distribution for each municipality. Approximately \$263.3 million was distributed during fiscal year 2023.

PUBLICATIONS:

Official Statements prior to sales of State bonds and notes; Annual list of Maine Citizen's Unclaimed Property; Website www.maine.gov/treasurer.

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| DEPARTMENT SUMMARY | TOTAL FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|-----------------------------|---------------------|--------------------|-----------------------|--------------|---------------|----------------|
| EXPENDITURES | | | | | | |
| SALARIES & WAGES | 1,002,210 | 1,002,210 | | | | |
| HEALTH BENEFITS | 243,446 | 243,446 | | | | |
| RETIREMENTS | 239,113 | 239,113 | | | | |
| OTHER FRINGE BENEFITS | 24,371 | 24,371 | | | | |
| COMPUTER SERVICES | 253,167 | 39,241 | | | | 213,926 |
| CONTRACTUAL SERVICES | 419,360 | 239,290 | 946 | | | 179,124 |
| COMMODITIES | 7,552 | 7,552 | | | | |
| GRANTS, SUBSIDIES, PENSIONS | 264,114,866 | | 264,114,866 | | | |
| INTEREST-DEBT RETIREMENT | 125,063,210 | 125,063,210 | | | | |
| TRANSFER TO OTHER FUNDS | 157 | 1 | 125 | | | 31 |
| TOTAL EXPENDITURES | 391,367,452 | 126,858,434 | 264,115,937 | | | 393,081 |

| (OFFICE OF) TREASURER OF STATE | TOTAL FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|--------------------------------|---------------------|--------------------|-----------------------|--------------|---------------|----------------|
| EXPENDITURES | | | | | | |
| SALARIES & WAGES | 1,002,210 | 1,002,210 | | | | |
| HEALTH BENEFITS | 243,446 | 243,446 | | | | |
| RETIREMENTS | 239,113 | 239,113 | | | | |
| OTHER FRINGE BENEFITS | 24,371 | 24,371 | | | | |
| COMPUTER SERVICES | 253,167 | 39,241 | | | | 213,926 |
| CONTRACTUAL SERVICES | 419,360 | 239,290 | 946 | | | 179,124 |
| COMMODITIES | 7,552 | 7,552 | | | | |
| GRANTS, SUBSIDIES, PENSIONS | 264,114,866 | | 264,114,866 | | | |
| INTEREST-DEBT RETIREMENT | 125,063,210 | 125,063,210 | | | | |
| TRANSFER TO OTHER FUNDS | 157 | 1 | 125 | | | 31 |
| TOTAL EXPENDITURES | 391,367,452 | 126,858,434 | 264,115,937 | | | 393,081 |

BOARD OF TRUSTEES OF THE UNIVERSITY OF MAINE SYSTEM

BOARD OF TRUSTEES OF THE UNIVERSITY OF MAINE SYSTEM
DANNEL P. MALLOY, CHANCELLOR
TRISH RILEY, CHAIR OF THE BOARD

Central Office: 15 ESTABROOKE DR., ORONO, ME 04469

Mail Address: 15 ESTABROOKE DR., ORONO, ME 04469

Established: 1968

FAX: (207) 581-9212

Telephone: (207) 581-5844

Reference: Policy Area: 02 Umbrella: 78 Unit: 421 Citation: P&SL196M.R.S.A., Sect.: CH 229

PURPOSE:

The University of Maine System (UMS) is the coordinating, policy and planning entity for Maine's seven public universities and public law school. In that role, it provides undergraduate, graduate and professional education in a variety of fields, conducts research and performs public service for the people of the State. UMS was established to "develop, maintain and support a structure of public higher education in the State which will assure the most cohesive system possible for planning, action and service in providing higher educational opportunities..." (M.R.S.A., Title 20-A, subsection 10902).

The UMS Board of Trustees is empowered by its charter to appoint a Chancellor of UMS to serve as chief administrative and education officer and, on the nomination of the Chancellor, appoint University Presidents. The Board of Trustees, in consultation with the Chancellor, is the governing and planning body of UMS and in addition has responsibility to prepare and approve the operating and capital budgets; support and enhance UMS and its mission; provide sound financial management of UMS; exercise prudent stewardship of UMS assets; plan strategies for programs and allocation of resources that most effectively serve the educational needs of the citizens of the State; develop and maintain a strong system of accountability to the public for performance results of UMS; visibly advocate higher education as a means to strengthen the economy and communities of the State; and authorize contracts.

ORGANIZATION:

The UMS is organized into the following units:

- > Governance and University Services (including Board of Trustees, Chancellor's Office, and centralized statewide operations)
- > University of Maine (including the regional campus of the University of Maine at Machias)
- > University of Maine at Augusta (includes eight UMA academic outreach centers located around the state)
- > University of Maine at Farmington
- > University of Maine at Presque Isle
- > University of Maine at Fort Kent
- > University of Southern Maine
- > University of Maine School of Law

PROGRAM:

INSTRUCTION. UMS offers the associate, baccalaureate, master's and doctoral degrees plus the certificate for advanced study, the professional degree in law and credits for Maine high school students through its early college programs. In the last decade, UMS has awarded nearly 56,000 degrees and certificates. Academic programs include the arts and sciences, agriculture, forestry, technology, business, education, life sciences, marine sciences, engineering, law, and nursing.

PUBLIC SERVICE. In addition to its instructional programs, UMS uses its university facilities, research capabilities and faculty, staff and student talent in direct support of community and individual needs throughout the state. For example, University of Maine Cooperative Extension, supported by federal, state, and county governments, provides education and information directly to families, farmers, businesses, organizations, communities and individuals. Public service activities are encouraged at each university and include direct aid by faculty experts to business and industry, the application of new research technologies and the communication of information of importance to the citizens of Maine.

BOARD OF TRUSTEES OF THE UNIVERSITY OF MAINE SYSTEM

RESEARCH. The research mission of UMS includes expanding faculty knowledge and teaching competence, providing hands-on experiential research learning to students that prepares them for the workforce, increasing knowledge of Maine resources and improving their practical use and supporting growth of the Maine economy. Research and innovation is encouraged at all universities but is emphasized most at the University of Maine - a land, sea and space grant that has received R1 Carnegie designation - and the University of Southern Maine, which have been designated major centers for basic and applied research within UMS. Contributions have been particularly strong in forestry, engineering, climate change, clean energy applied science, public policy including in education and health and advanced manufacturing. UMS research unquestionably has benefited Maine's citizens, business, natural resources and government. State investment in research results in additional federal and private grants and creates jobs and economic and community growth in Maine.

PUBLICATIONS:

(1) Financial Report, University of Maine System:
<https://www.maine.edu/finance/policies-procedures-and-reports/annual-financial-reports>

(2) University of Maine System website: <http://www.maine.edu/>

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| DEPARTMENT SUMMARY | TOTAL FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|--|------------------------------|--------------------|-----------------------------|-----------------|------------------|-------------------|
| EXPENDITURES | | | | | | |
| CONTRACTUAL SERVICES | 15,995,658 | | | | | 15,995,658 |
| GRANTS, SUBSIDIES, PENSIONS | 263,606,014 | 257,090,892 | 4,809,220 | | 1,705,902 | |
| TOTAL EXPENDITURES | 279,601,672 | 257,090,892 | 4,809,220 | | 1,705,902 | 15,995,658 |
| | | | | | | |
| BOARD OF TRUSTEES OF THE UNIVERSITY OF MAINE SYSTEM | TOTAL FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
| EXPENDITURES | | | | | | |
| CONTRACTUAL SERVICES | 15,995,658 | | | | | 15,995,658 |
| GRANTS, SUBSIDIES, PENSIONS | 263,606,014 | 257,090,892 | 4,809,220 | | 1,705,902 | |
| TOTAL EXPENDITURES | 279,601,672 | 257,090,892 | 4,809,220 | | 1,705,902 | 15,995,658 |

INDEPENDENT AGENCIES - REGULATORY

**OFFICE OF AFFORDABLE HEALTH CARE
MEG GARRATT-REED, EXECUTIVE DIRECTOR**

Central Office: 221 STATE STREET, AUGUSTA, ME 04330

Mail Address: , ,

Established: 2021

Reference: Policy Area: 05 Umbrella: 90 Unit: 697 Citation: T00005 M.R.S.A., Sect.: 00003122

Average Counts-All Positions: 3.000

FAX:

Telephone:

Legislative Count: 3.00

PURPOSE:

The Office of Affordable Health Care is established as an independent executive agency for the purpose of analyzing health care costs in the State and developing proposals to improve the health care system for residents of the State.

ORGANIZATION:

The office is led by an Executive Director appointed by the Governor and confirmed by the Legislature. The office is also supported by two legislatively-authorized staff positions. The office's duties must be performed independently under the general policy direction of the legislative oversight committee and an advisory council comprised of 11 voting members appointed by the Speaker of the House and President of the Senate.

PROGRAM:

The first Executive Director of the office was appointed in March 2023. During fiscal year 2022-23 the office provided technical assistance to the legislature on a variety of bills considered during the first session. The Advisory Council convened for its first meeting in June and reviewed state and national data on spending, prices, and consumer affordability.

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| OFFICE OF AFFORDABLE HEALTH CARE | TOTAL FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|----------------------------------|---------------------|---------------|-----------------------|--------------|---------------|------------|
| EXPENDITURES | | | | | | |
| SALARIES & WAGES | 36,394 | 36,394 | | | | |
| HEALTH BENEFITS | 5,872 | 5,872 | | | | |
| RETIREMENTS | 9,841 | 9,841 | | | | |
| OTHER FRINGE BENEFITS | 880 | 880 | | | | |
| CONTRACTUAL SERVICES | 724 | 724 | | | | |
| COMMODITIES | 10 | 10 | | | | |
| TOTAL EXPENDITURES | 53,721 | 53,721 | | | | |

**MAINE CHARTER SCHOOL COMMISSION
NORMAN HIGGINS, CHAIR
LANA EWING, EXECUTIVE DIRECTOR**

Central Office: 111 SEWELL STREET, 5TH FLOOR, AUGUSTA, ME 04330-0000

Mail Address: 182 STATE HOUSE STATION, AUGUSTA, ME 04333-0182 FAX:

Established: 2011

Reference: Policy Area: 02 Umbrella: 90 Unit: 668 Citation: T0020A M.R.S.A., Sect.: 00002405-8

PURPOSE:

The Maine Charter School Commission (the Commission) was created by Public Law 2011, Chapter 414, to authorize and oversee public charter schools in Maine.

Maine's charter school law provides guidance for the Commission in the following areas:

- Improve pupil learning by creating more high-quality schools with high standards for pupil performance;

INDEPENDENT AGENCIES - REGULATORY

- Close achievement gaps between high-performing and low-performing groups of public school students;
- Increase high-quality educational opportunities within the public education system;
- Provide alternative learning environments for students who are not thriving in traditional school settings; create new professional opportunities for teachers and other school personnel;
- Encourage the use of different, high-quality models of teaching and other aspects of schooling;
- Provide students, parents, community members, and local entities with expanded opportunities for involvement in the public education system.

The mission of the Commission is to authorize, monitor and develop unique public charter schools that provide a dynamic, superlative education for every student.

ORGANIZATION:

The Commission consists of seven (7) members. Three members must be members of the state board, appointed by the state board for 3-year terms. The Governor appoints the 4 non-state board members, subject to review by the joint standing committee of the Legislature having jurisdiction over education matters and to confirmation by the Senate, for 4-year terms.

The work of the Commission is carried out by 4 staff members: Executive Director, Chief Program Officer, Chief of Staff, and Operations Director.

PROGRAM:

During the 2022-23 school year, Maine's public charter schools enrolled just over 2,700 students from approximately 300 cities and towns across the state. Approximately 19% of students have an IEP while 37% are economically disadvantaged.

Ten (10) schools are currently authorized by the Maine Charter School Commission: ACADIA Academy (Grades PreK-6), Baxter Academy for Technology and Science (Grades 9-12), Community Regional Charter School (Grades PreK-12), Ecology Learning Center (Grades 9-12), Fiddlehead School of Arts & Sciences (Grades PreK-8), Harpswell Coastal Academy (Grades 5-12), Maine Academy of Natural Sciences (Grades 9-12), Maine Arts Academy (Grades 9-12), Maine Connections Academy (Grades 7-12) and Maine Virtual Academy (Grades 7-12).

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| MAINE CHARTER SCHOOL COMMISSION | TOTAL | | | | | |
|---------------------------------|----------------|--------------|-----------------------|--------------|---------------|------------|
| | FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
| SALARIES & WAGES | 14,080 | | 14,080 | | | |
| COMPUTER SERVICES | 88,612 | | 88,612 | | | |
| CONTRACTUAL SERVICES | 552,542 | | 552,542 | | | |
| RENTS | 590 | | 590 | | | |
| COMMODITIES | 1,656 | | 1,656 | | | |
| GRANTS, SUBSIDIES, PENSIONS | 6,475 | | 6,475 | | | |
| TRANSFER TO OTHER FUNDS | 5,491 | | 5,491 | | | |
| TOTAL EXPENDITURES | 669,446 | | 669,446 | | | |

**STATE BOARD OF EDUCATION
FERN DESJARDINS, CHAIR**

Central Office: 111 SEWALL ST., AUGUSTA, ME 04333-0023
 Mail Address: 23 STATE HOUSE STATION, AUGUSTA, ME 04333-0023 FAX:
 Established: 1949 Telephone: (207) 624-6616
 Reference: Policy Area: 02 Umbrella: 90 Unit: 077 Citation: T0020A M.R.S.A., Sect.: 000000401
 Average Counts-All Positions: 1.000 Legislative Count: 1.00

INDEPENDENT AGENCIES - REGULATORY

PURPOSE:

The State Board of Education (the Board) is authorized to act in an advisory capacity to the Commissioner of Education in matters concerning state laws relating to education. In addition, the Board is delegated specific powers to make recommendations to the Legislature for the efficient conduct of the public schools; to approve the formation of School Administrative Districts; approve the formation of Community School Districts; grant permission for administrative units to enter into agreements for cooperative educational purposes; act upon articles of agreement for creation of an Interstate School District; develop and adopt a plan for the establishment of career and technical education centers and regions; approve standards for school construction; approve school construction projects for state aid; work as a partner with the Department of Education regarding the essential programs and services school finance process; obtain information regarding applications for granting degrees; accredit programs at institutions of higher education that train educators; set the standards for educators' certification, authorization, and approval; approve applications for out-of-state institutions who wish to offer degree granting programs in Maine; review the applications for initial degree granting and make recommendations to the Legislature; participate in the State Authorization Reciprocity Agreement (SARA) through the New England Board of Higher Education; serve as the state agency for administering Carl D. Perkins federal funds; and review student transfers requested by a parent or superintendent dissatisfied with the decision of the Commissioner of Education. As part of its ongoing activities, the Board monitors the work of the Maine Charter School Commission and reviews annual monitoring reports of authorized charter schools.

ORGANIZATION:

The Board originated in 1846 as the Board of Education, consisting of one member from each county of the State. The Board was abolished in 1850 and recreated in 1869 as the State Board of Education, with a membership comprising the Superintendent of Common Schools (established 1854) and County Supervisors of Public Schools (established 1869). In 1872, the Board was again abolished along with the county supervisors, and its functions shifted to the superintendent who, in 1923, was designated Commissioner of Education. The Department of Education was created in 1931 in a major state government reorganization. However, it was not until 1949 that the Board was reestablished, this time consisting of ten members, five of whom were appointed by various interests in the State and five appointed by the Governor. At this point, the Board was delegated great authority over education activities of the State, including appointment of the Commissioner of Education and personnel of the Department. In 1957, authority to appoint all ten members of the Board was transferred to the Governor with the advice and consent of the Board. Effective July 1, 1972, the Board was changed to consist of 9 members. Since January 1, 1977, the Governor appoints members for five-year terms subject to review by the joint standing committee having jurisdiction over education and cultural affairs matters and to confirmation by the Senate. In 2007, the Legislature passed Public Law 2007, chapter 200 allowing student representation on the Board. As a result, in 2008 the Board's membership expanded from nine to eleven as it added two high school students (non-voting) who are also appointed by the Governor.

PROGRAM:

In addition to fulfilling its statutory obligations in school construction, career and technical education, and certification and higher education, the Board continues to lead Maine's effort to advocate for high quality educator preparation programs, to advise the Maine Department of Education and the Education and Cultural Affairs Committee of the Legislature in policy development, and to elevate the teaching profession. Its members also serve on the Maine Teacher of the Year Program, the Maine Charter School Commission, and the Professional Standards Board.

In 2020, the Governor reactivated the Professional Standards Board, which makes recommendations to the Board, including, but not limited to, preservice education, continuing education, professional growth, initial certification, recertification and paraprofessional training and certification. The Board promulgated Chapter 112, a routine and technical rule providing procedures guiding the operations of the Professional Standards Board in its role under Title 20-A, Chapter 502-B to make recommendations to the Board and advise the Department of Education.

Also In 2020, the Board received U.S. Department of Education approval of Maine's 4-year State Plan which covers Fiscal Year 2021 - Fiscal Year 2024 to implement

INDEPENDENT AGENCIES - REGULATORY

the requirements of the Carl D. Perkins Career and Technical Education Act of 2006, as amended by the Strengthening Career and Technical Education for the 21st Century Act (Perkins V). The Board approves any needed revisions to the State Plan and an annual budget every spring.

The Board developed its 2022-2026 Strategic Plan to guide its ongoing work. The priorities outlined in the plan are framed from the powers and duties given to the Board in the Maine Education and School Statutes, Title 20-A. Priority areas include board effectiveness, career and technical education, certification and higher education, and school construction and renovations. Progress on the Strategic Plan is documented annually in the milestones of the plan.

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| STATE BOARD OF EDUCATION EXPENDITURES | TOTAL FOR | | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|---|----------------------|-------------------------|--------------------------------------|-------------------------|--------------------------|-----------------------|
| | ALL FUNDS | GENERAL FUND | | | | |
| SALARIES & WAGES | 89,686 | 89,686 | | | | |
| HEALTH BENEFITS | 15,360 | 15,360 | | | | |
| RETIREMENTS | 11,205 | 11,205 | | | | |
| OTHER FRINGE BENEFITS | 1,132 | 1,132 | | | | |
| COMPUTER SERVICES | 1,625 | 1,625 | | | | |
| CONTRACTUAL SERVICES | 56,647 | 56,647 | | | | |
| COMMODITIES | 2,031 | 2,031 | | | | |
| TOTAL EXPENDITURES | 177,686 | 177,686 | | | | |

CLEAN-UP AND RESPONSE FUND REVIEW BOARD

PRENTICE (SKIP) STRONG, CHAIR
THERESA J. SCOTT, CLERK

Central Office: 32 BLOSSOM LANE, AUGUSTA, ME 04330
Mail Address: 17 STATE HOUSE STATION, AUGUSTA, ME 04333-0017 *FAX:* (207) 287-7826
Established: 1993 *Telephone:* (207) 287-7688
Reference: Policy Area: 04 Umbrella: 90 Unit: 564 Citation: T0038 M.R.S.A., Sect.: 000000568B

PURPOSE:

The Clean-up and Response Fund Review Board is created to hear and decide appeals from insurance related decisions and monitor income and disbursements from the Fund.

ORGANIZATION:

The Review Board consists of nine members appointed for 3-year terms as follows: one person representing the statewide association of energy dealers, appointed by the Governor; one person who has expertise in oil storage facility design and installation, oil spill remediation or environmental engineering, appointed by the President of the Senate; one person familiar with oil spill technology, appointed by the Speaker of the House of Representatives; one person with expertise in coastal geology, fisheries biology, marine fisheries, or coastal wildlife habitat, appointed by the President of the Senate; one person who is a licensed state pilot or a licensed merchant marine officer, appointed by the Speaker of the House of Representatives; the Commissioner of the Department of Environmental Protection or the Commissioner's designee; the State Fire Marshal or the State Fire Marshal's designee; and two members of the public appointed by the Governor. Of the two members of the public, one must have expertise in biological science, earth science, engineering, insurance or law, and neither member may be employed in or have a direct and substantial financial interest in the petroleum industry.

PROGRAM:

The Clean-up and Response Fund Review Board has the following powers and duties:

To hear appeals from insurance claims-related decisions of the Commissioner of the Department of Environmental Protection and the State Fire Marshal;

INDEPENDENT AGENCIES - REGULATORY

To adopt rules and guidelines necessary for the furtherance of the Review Board's duties and responsibilities;

To monitor income and disbursements from the fund and adjust fees as required to avoid a shortfall in the Fund;

To, at such times and in such amounts as it determines necessary, and in consultation with the Department of Environmental Protection (the Department), direct the transfer of funds from the Underground Oil Storage Replacement Fund to the Fund;

To review the Department's priorities for disbursement from the Fund and make recommendations to the Commissioner on how the Fund should be allocated;

To review and comment on the State's marine oil spill contingency plan; and

To review and monitor issues for oil spill prevention and response and recommend to the Commissioner any regulatory changes that are appropriate.

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

MAINE HEALTH DATA ORGANIZATION KARYNLEE HARRINGTON, EXECUTIVE DIRECTOR

Central Office: 151 CAPITOL STREET, AUGUSTA, ME 04333-0102

Mail Address: 102 STATE HOUSE STATION, AUGUSTA, ME 04333-0102 *FAX:* (207) 287-6732

Established: 1996 *Telephone:* (207) 287-6722

Reference: Policy Area: 05 *Umbrella:* 90 *Unit:* 590 *Citation:* T0022 *M.R.S.A., Sect.:* 000008703

Average Counts-All Positions: 6.000 *Legislative Count:* 6.00

PURPOSE:

The purpose of the Maine Health Data Organization (MHDO) as defined in Title 22, Chapter 1683, is to create and maintain a useful, objective, reliable, and comprehensive health information database that is used to improve health care quality for Maine people and to promote transparency of the cost and quality of healthcare in the State in conjunction with the Maine Quality Forum through a publicly accessible website.

ORGANIZATION:

The MHDO was created in 1996 as an independent executive agency to maintain and expand the health information database of its predecessor agency, the Maine Health Care Finance Commission. The MHDO has implemented rules and internal policies and procedures specific to data governance for the collection, processing, storage, protection and security, data release and analysis of claims data, hospital inpatient and outpatient encounter data, prescription drug data, hospital financial, organizational, and healthcare quality data. The organization exercises responsible stewardship specific to the security and privacy of the data when making the information accessible to the public.

The MHDO is governed by a multi stakeholder Board of Directors as defined in Title 22, Chapter 1683, Section 8703. The Governor appoints the members of the Board. Representation on the Board includes individuals from hospitals, payors, employers, consumers, providers, and government.

PROGRAM:

The MHDO makes data publicly available and accessible to the broadest extent consistent with the laws protecting individual privacy, and proprietary information. Acceptable uses of MHDO data include, but are not limited to, study of health care costs, health care disparities, utilization, and outcomes; benchmarking; quality analysis; longitudinal research; other research; and administrative or planning purposes.

INDEPENDENT AGENCIES - REGULATORY

MHDO's health care transparency website, www.comparemaine.org, provides average cost and quality information for over 200 common healthcare procedures at over 150 health care facilities for the top 5 health insurers in the State; and prescription drug costs for the top 25 most costly and utilized drugs in Maine. This website is updated annually.

MHDO's health care data supports other Legislative reports and requirements including Workers' Compensation: Title 39-A, Section 209-A(3)(5); An Act to Prevent Opiate Abuse by Strengthening the Controlled Substances Prescription Monitoring Program: Public Law 2015, chapter 488, Section 38; Maine Guaranteed Access Reinsurance Association Program: Title 24-A, Chapter 54-A; Annual Report to the Health Coverage, Insurance and Financial Services Committee on the state of Healthcare Associated Infections in Maine: Title 24-A, Chapter 87, §6951; An Act to Encourage Maine Consumers to Comparison Shop for Certain Health Care Procedures and to Lower Health Care Costs: Public Law 2017, chapter 232; An Act To Establish Transparency in Primary Health Care Spending (Annual Report on Primary Care Spending in Maine): Public Law 2019, chapter 244; Directing the Maine Health Data Organization To Determine the Best Methods and Definitions To Use in Collecting Data To Better Understand Racial and Ethnic Disparities in the Provision of Health Care in Maine: Resolve 2021, chapter 34; An Act to Further Protect Consumers from Surprise Medical Bills: Public Law 2021, chapter 222; An Act to Lower Health Care Costs through the Establishment of the Office of Affordable Health Care: Public Law 2021, chapter 459; An Act Directing the Maine Center for Disease Control and Prevention To Release Annually Public Health Data Regarding Certain Fatalities and Hospitalizations: Public Law 2021, chapter 369; An Act To Determine Potential Savings in Prescription Drug Costs by Using International Pricing (International Referenced Rate Pricing for Prescription Drugs): Public Law 2021, chapter 606; and An Act Regarding Reporting on Spending for Behavioral Health Care Services and To Clarify Requirements for Credentialing by Health Insurance Carriers: Public Law 2021, chapter 603.

PUBLICATIONS:

MHDO's recent publications can be found at <https://mhdo.maine.gov> under Recent Announcements.

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| MAINE HEALTH DATA ORGANIZATION | TOTAL | | | | | |
|--------------------------------|------------------|--------------|-----------------------|--------------|---------------|------------|
| | FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
| SALARIES & WAGES | 161,708 | | 161,708 | | | |
| HEALTH BENEFITS | 29,359 | | 29,359 | | | |
| RETIREMENTS | 34,137 | | 34,137 | | | |
| OTHER FRINGE BENEFITS | 3,511 | | 3,511 | | | |
| COMPUTER SERVICES | 39,631 | | 39,631 | | | |
| CONTRACTUAL SERVICES | 1,396,077 | | 1,396,077 | | | |
| RENTS | 53,862 | | 53,862 | | | |
| COMMODITIES | 13,251 | | 13,251 | | | |
| INTEREST-DEBT RETIREMENT | 1 | | 1 | | | |
| TRANSFER TO OTHER FUNDS | 9,973 | | 9,973 | | | |
| TOTAL EXPENDITURES | 1,741,510 | | 1,741,510 | | | |

MAINE CONNECTIVITY AUTHORITY

ANDREW BUTCHER, PRESIDENT
DAVID WEDICK, CFO

Central Office: 100 FORE STREET, PORTLAND, ME 04101
 Mail Address: PO BOX 817, PORTLAND, ME 04104
 Established: 2021
 Reference: Policy Area: 01 Umbrella: 90 Unit: 698 Citation: TITLE 35-M.R.S.A., Sect.: 00009404

PURPOSE:

In 2021, the Legislature created the Maine Connectivity Authority (MCA) to be more proactive and flexible in deploying funding and programming to provide

INDEPENDENT AGENCIES - REGULATORY

universal, affordable, reliable high-speed internet to all and underserved locations in the State. MCA is committed to expanding access to reliable, high-speed and affordable internet service and to maximize digital equity and inclusion needs throughout the State. Led by an experienced staff and board appointed by the Governor, the MCA works to ensure three goals:

1. That effective, accessible connectivity be universally available in the State;
2. That there be secure, affordable, reliable, competitive, sustainable and forward-looking infrastructure that can meet future needs; and
3. That all residents, businesses, and institutions in Maine be able to take full advantage of the economic, health, educational and other opportunities available through connectivity services.

ORGANIZATION:

MCA is a body corporate and politic and a public instrumentality of the State of Maine, established in 2021 by 35-A MRSA Chapter 94-A, section 9404 to carry out the powers conferred by Chapter 94-A as an essential governmental function, and to achieve the State connectivity goals set forth in section 9403. Established to be the primary broadband agency responsible to plan, develop, invest, and enable broadband, MCA was operational in early 2022 and functionally integrated with the ConnectMaine Authority (CME) via a Memorandum of Understanding (MOU). Beginning July 1, 2022 MCA provided functional oversight of the CME. MCA consists of a board with eleven voting members and a president both of whom are nominated by the Governor and approved by the Legislature.

PROGRAM:

A quarter of one percent (0.25%) assessment on all communications, video and internet service bills, and a ten-cent (\$0.10) surcharge on all landline numbers is collected by the ConnectMaine Fund through CME. Through the organizational MOU between MCA and CME, these funds are used to assist MCA's efforts to expand the universal availability of broadband service by administering funds, supporting broadband investment, facilitating state support of the deployment of broadband infrastructure, collecting and disseminating broadband information, and promoting use of broadband service. The majority of operating funds for MCA currently derive from the administration of several federal grants through the American Rescue Plan and Bipartisan Infrastructure Law.

MCA currently administers funds through grant programs, technical assistance and functional programs structured to optimize the impact of broadband deployment. Infrastructure grants are awarded to reach the last mile in the most rural places, connect communities ready to scale their infrastructure, ensure affordable options for everyone, and invest in partnerships to build a modern broadband infrastructure for Maine. Digital equity, partnership, and planning grants are awarded to accelerate community broadband planning at a regional scale through tailored technical assistance, and to build and support digital inclusion efforts to regions and tribes around the State.

In 2022, MCA received funding through two American Rescue Plan programs (State and Local Fiscal Recovery Funds / Maine Jobs Recovery Plan) and the Capital Projects Fund, informing the design and development of The All-In programming, which included technical assistance and organizational capacity grants, wireless pilot projects, regional scale public-private infrastructure grants, and a line extension program. The first of the awards was made in April 2022.

Additionally, MCA assumed responsibility for the administration and management of CME's 2020 bond funded programs as well as the 2021 Broadband Infrastructure Program through the National Telecommunications and Information Administration.

PUBLICATIONS:

5-Year Broadband Action Plan (2023)
State Digital Equity Plan (2023)
Maine Broadband Workforce Analysis & Strategy (2023)
Capital Projects Fund 2023 Annual Performance Report (2023)

INDEPENDENT AGENCIES - REGULATORY

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| MAINE CONNECTIVITY AUTHORITY | TOTAL FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|------------------------------|---------------------|--------------|-----------------------|--------------|---------------|------------|
| EXPENDITURES | | | | | | |
| GRANTS, SUBSIDIES, PENSIONS | 1,000,000 | | | | 1,000,000 | |
| TOTAL EXPENDITURES | 1,000,000 | | | | 1,000,000 | |

PERM COMM ON THE STATUS OF RACIAL, INDIGENOUS AND TRIBAL POP
RACHEL TALBOT ROSS/ MAULIAN BRYANT, COMMISSION CO-CHAIRS
ARIEL RICCI, EXECUTIVE DIRECTOR

Central Office: 45 CHURCH STREET, GARDINER, ME 04345
 Mail Address: 45 CHURCH STREET, GARDINER, ME 04345
 Established: 2021
 Reference: Policy Area: 00 Umbrella: 90 Unit: 696 Citation: T0005
 Average Counts-All Positions: 5.000

FAX: Telephone: (207) 530-7750
 M.R.S.A., Sect.: SEC25001
 Legislative Count: 5.00

PURPOSE:

In 2019, the Maine Legislature created The Permanent Commission on the Status of Racial, Indigenous, and Tribal Populations, established by section 12004-I, subsection 74-J. The Commission is an independent entity with a mission to examine racial disparities across all systems and to specifically work at improving the status and outcomes for historically disadvantaged racial, Indigenous, and tribal populations in the State.

ORGANIZATION:

The Commission is comprised of seventeen volunteer members who serve for 2-year terms. There are no term limits. While not part of the criteria, the Commission is primarily led by people who identify as part of the state's racial, Indigenous, and tribal populations. All Commissioners are appointed by either: the Governor, the Senate President, the Speaker of the House, or the Permanent Commission itself.

Public Law 2021, chapter 436 established the Permanent Commission as its own agency, as opposed to a Commission within the Department of Labor. This allocated four FTEs to the Permanent Commission, as well as an operating budget. Public Law 2021, chapter 717 established a Maine state data governance program, which allocated one additional FTE to support the program. Public Law 2023, chapter 412 allocated one additional FTE to support communications work related to the Permanent Commission's activities.

PROGRAM:

The Commission provides a mechanism for the State to address generational inequities that are rooted in systemic racism and colonization. The initial duties include the following: conduct research necessary to determine the status of the state's historically disadvantaged racial, Indigenous, and tribal populations; work to strengthen/build the state's capacity to collect and analyze data related to these populations; research and document opportunities, services, programs, investments and best practice models that will improve the status of these populations; submit legislation, as needed, to adopt policies that improve the status of these populations; advise Maine's three branches of government on issues that affect the status of these populations; create a system for ongoing communication and input from people who comprise these populations along with those who have been most impacted by systemic racism and colonization; engage the public on issues related to structural racism and colonization; and, beginning January 1, 2020, and biennially thereafter, report to the Governor and the Legislature concerning the work and interests of the Commission.

LICENSES:

None

INDEPENDENT AGENCIES - REGULATORY

PUBLICATIONS:

The following publications are available free of charge and can be downloaded from the Commission's website: www.pcritp.me/resources.

- Racial Disparities in Prenatal Access in Maine
- Land Access for Indigenous and African American Farmers in Maine
- One Nation under Fraud: A Remonstrance
- James Weldon Johnson Day

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| PERM COMM ON THE STATUS OF RACIAL, INDIGENOUS AND TRIBAL POP EXPENDITURES | TOTAL FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|--|------------------------------|-----------------|-----------------------------|-----------------|------------------|---------------|
| SALARIES & WAGES | 242,846 | 242,846 | | | | |
| HEALTH BENEFITS | 42,295 | 42,295 | | | | |
| RETIREMENTS | 58,866 | 58,866 | | | | |
| OTHER FRINGE BENEFITS | 3,448 | 3,448 | | | | |
| COMPUTER SERVICES | 14,555 | 14,555 | | | | |
| CONTRACTUAL SERVICES | 503,048 | 488,128 | | | 14,920 | |
| COMMODITIES | 2,413 | 2,413 | | | | |
| TOTAL EXPENDITURES | 867,471 | 852,551 | | | 14,920 | |

**MAINE RETIREMENT SAVINGS BOARD
ELIZABETH BORDOWITZ, EXECUTIVE DIRECTOR**

Central Office: ,,
 Mail Address: 39 STATE HOUSE STATION, AUGUSTA, ME 04333-0039 FAX:
 Established: 2021 Telephone: (207) 888-4706
 Reference: Policy Area: 00 Umbrella: 90 Unit: 699 Citation: T00005 M.R.S.A., Sect.: CHAP7-A

PURPOSE:
 The Maine Retirement Savings Board was established to implement a public-private retirement savings program for Maine employees who do not have access to a retirement savings plan through their employer.

PROGRAM:
 The Board meets monthly to oversee the public-private retirement savings program, including the Program Administrator and the Program's investments. The Board develops the rules and policies that guide Maine Retirement Investment Trust (MERIT). Board meetings are open to the public.

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

**WORKERS' COMPENSATION BOARD
JOHN C ROHDE, EXEC DIR/CHAIR
JAN M ADAMS, DD BUSINESS SERVICES**

WATS: (888) 801-9087
 TTY: () -711
 Central Office: 442 CIVIC CENTER DR, STE 100, AUGUSTA, ME 04330
 Mail Address: 27 STATE HOUSE STATION, AUGUSTA, ME 04333-0027 FAX: (207) 287-7198
 Established: 1992 Telephone: (207) 287-3751
 Reference: Policy Area: 07 Umbrella: 90 Unit: 351 Citation: T0039A M.R.S.A., Sect.: 000000151
 Average Counts-All Positions: 107.000 Legislative Count: 107.00

INDEPENDENT AGENCIES - REGULATORY

PURPOSE:

The mission of the Workers' Compensation Board is to serve the employees and employers of the State fairly and expeditiously by ensuring compliance with workers' compensation laws, ensuring prompt delivery of benefits legally due, promoting the prevention of disputes, utilizing dispute resolution to reduce litigation and facilitating labor-management cooperation.

ORGANIZATION:

Policy is established by a seven-member board of directors having three labor representatives, three management representatives and an Executive Director who is Chair of the Board. The Governor appoints labor members from a list of nominees submitted by the AFL-CIO and management members from a list of nominees submitted by the Maine Chamber of Commerce and Industry. The Governor also appoints the Executive Director. These appointments are subject to review by the Joint Standing Committee on Labor, Commerce, Research and Economic Development with confirmation by the Legislature. Regional offices are in Caribou, Bangor, Augusta, Lewiston and Portland. Mediations and formal hearings are conducted at these offices. The central office is in Augusta.

PROGRAM:

The Board exists to facilitate the timely, fair and efficient resolution of disputes between employers and employees about work-related injuries and to ensure that all parties comply with their obligations under the Workers' Compensation Act. To administer the Workers' Compensation Act, the Board formulates and promulgates agency rules, facilitates the resolution of disputes through formal and informal means, tracks benefit payments, monitors employers for compliance with insurance coverage requirements, supervises medical protocols, tracks medical charges under the Board's fee schedule, administers an independent medical examiner system, and investigates and prosecutes complaints of fraud and misrepresentation. The Board accomplishes its mandates through the dispute resolution process, the Worker Advocate Program, the Monitoring, Audit and Enforcement (MAE) Program, the Abuse Investigation Unit and support staff.

The Board of Directors meet monthly to set policy pursuant to the mandates of the Act. The directors sit on three standing subcommittees: Budget, Personnel and Independent Medical Examiners (IME). The Budget subcommittee considers all budgetary matters, performance budgeting and determines the assessment. The Personnel subcommittee maintains the table of organization and prepares personnel policy. The IME subcommittee deals with the implementation of the Independent Medical Examiner Program. The Board has adopted standard operating procedures for all levels of dispute resolution that have eliminated backlogs and significantly reduced the length of time a case is in the system. The Board requires the use of Electronic Data Interchange (EDI) for filing of mandatory documents including First Reports of Injury and Notices of Controversy (claim denials). Interpreter services are provided by the Board at its expense. Notification of the availability of services is clearly displayed in all regional offices and is printed in an employee pamphlet.

The MAE Program was created in 1997 (1) to provide the Board, Legislature and Governor with timely and reliable data; (2) to monitor and audit payment and filing requirements; (3) to detect those insurers, self-insurers and third-party administrators that are not in compliance with workers' compensation laws; and (4) to ensure that all filing and compliance obligations under the Act are met. MAE compliance reports are issued quarterly and annually.

In 1996, the Legislature created a Workers Advocate Program to assist unrepresented employees through the mediation and formal hearing phases of dispute resolution.

PUBLICATIONS:

Except where noted, WCB publications are available free of charge and can be downloaded from the WCB website: <https://www.maine.gov/wcb/>. This includes Workers' Compensation Board Rules and Workers' Compensation Board of Directors meeting minutes. The WCB offers for sale "Maine Workers' Compensation Act of 1992" updated through the First Regular Session of the 129th Legislature, booklet, \$5.00 per copy and "Facts About Maine Workers' Compensation Laws", pamphlet, 50 cents each. The pamphlet can also be download from the website for free. For assistance, or to order a publication, call (207) 287-3751.

INDEPENDENT AGENCIES - REGULATORY

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| WORKERS' COMPENSATION BOARD | TOTAL FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|-----------------------------|------------------------------|-----------------|-----------------------------|-----------------|------------------|---------------|
| EXPENDITURES | | | | | | |
| SALARIES & WAGES | 6,765,355 | | 6,765,355 | | | |
| HEALTH BENEFITS | 1,560,523 | | 1,560,523 | | | |
| RETIREMENTS | 1,553,915 | | 1,553,915 | | | |
| OTHER FRINGE BENEFITS | 166,940 | | 166,940 | | | |
| COMPUTER SERVICES | 759,913 | | 759,913 | | | |
| CONTRACTUAL SERVICES | 757,814 | | 757,814 | | | |
| RENTS | 852,770 | | 852,770 | | | |
| COMMODITIES | 60,879 | | 60,879 | | | |
| GRANTS, SUBSIDIES, PENSIONS | 4,879 | | 4,879 | | | |
| TRANSFER TO OTHER FUNDS | 112,669 | | 112,669 | | | |
| TOTAL EXPENDITURES | 12,595,657 | | 12,595,657 | | | |

INDEPENDENT AGENCIES - ADVISORY

ALLAGASH WILDERNESS WATERWAY ADVISORY COUNCIL
PETER BOURQUE, CHAIR

Central Office: 18 ELKINS LANE, AUGUSTA, ME 04330 *TTY:* (888) 577-6690
Mail Address: 22 STATE HOUSE STATION, AUGUSTA, ME 04333-0022 *FAX:* (207) 287-6170
Established: 2007 *Telephone:* (207) 287-3821
Reference: *Policy Area:* 04 *Umbrella:* 92 *Unit:* 640 *Citation:* T0012 *M.R.S.A., Sect.:* 00001890-A

PURPOSE:

The Allagash Wilderness Waterway Advisory Council, working with the Waterway Superintendent, develops and maintains the plan that advances the mission and goals of the waterway.

ORGANIZATION:

The Council consists of seven members, six appointed by the Governor and one appointed by the Northeast Regional Director of the National Park Service. Members annually elect a chair from among the seven members and serve terms of five years and no more than two terms. The Department of Agriculture, Conservation and Forestry administers the Allagash Wilderness Waterway as a separate region within the Bureau of Parks and Lands.

PROGRAM:

The Allagash Wilderness Waterway Advisory Council provides advice to the Superintendent of the Waterway and the Director of the Bureau of Parks and Lands. An endowment fund supports capital acquisitions and improvements, historical, cultural, and educational programs and facilities. The Advisory Council reports to the Director of the Bureau of Parks and Lands regarding the state of the waterway.

The Council's efforts focus on understanding Allagash Wilderness Waterway statutes, future projects, rule changes, stabilization/restoration of historic structures, the location of snowmobile trails, and tramway visitations by trail. At each meeting, the Allagash Wilderness Waterway Superintendent reports on past and planned activities. The Council guides the waterway manager and his or her operating team in offering a user-friendly recreation experience for all visitors during all seasons.

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

ANIMAL WELFARE ADVISORY COUNCIL
RONDA STECIUK, DIRECTOR

Central Office: 90 BLOSSOM LANE, DEERING BLDG, AUGUSTA, ME 04330
Mail Address: 28 STATE HOUSE STATION, AUGUSTA, ME 04333-0028 *FAX:* (207) 287-7548
Established: 1992 *Telephone:* (207) 287-3846
Reference: *Policy Area:* 04 *Umbrella:* 92 *Unit:* 651 *Citation:* T0007 *M.R.S.A., Sect.:* 00003906-C

PURPOSE:

The Animal Welfare Advisory Council was established in 2002 in accordance with Maine Revised Statutes (MRSA), Title 5, section 12004-I, subsection 2-C. The membership of the Council, terms of office, and duties are listed in MRSA, Title 7, section 3906-C.

ORGANIZATION:

The Council consists of 14 members appointed by the Governor as specified in MRSA, Title 7, section 3906-C.

Each member serves for a term of three years or until the member's successor has been appointed. A member may not serve more than two consecutive terms. In the

INDEPENDENT AGENCIES - ADVISORY

case of a vacancy for any reason, the Governor shall appoint a member representing the same interest to fill the unexpired term.

The Council shall elect one of its members as chair. The chair serves for a two-year period and may not serve as chair for consecutive two-year periods. The Council shall hold regular public meetings every other month but may waive by majority vote a succeeding meeting. The chair shall call special meetings of the Council whenever requested by two or more members. The Council shall send notice and minutes of the meeting to the joint standing committee of the Legislature having jurisdiction over animal welfare matters.

PROGRAM:

The Council performs the following duties:

- A. Reviews and advises the Commissioner on proposed revisions to the animal welfare laws and rules;
- B. Assists the Commissioner in the continuing implementation and evaluation of the animal welfare laws and rules;
- C. Reviews training programs for humane agents and animal control officers and makes recommendations for training appropriate to the duties of the humane agents and animal control officers;
- D. Researches options for increasing revenue to the Animal Welfare Fund to ensure funding for the implementation and enforcement of the animal welfare laws and rules, as well as periodically evaluates the adequacy of funding for those laws and rules and makes recommendations to the Commissioner; and,
- E. Advises the Commissioner on other matters related to the animal welfare program.

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

ARCHIVES ADVISORY BOARD KATHERINE MCBRIEN, STATE ARCHIVIST

Central Office: 17 ELKINS LANE, AUGUSTA, ME 04333-0084

Mail Address: 84 STATE HOUSE STATION, AUGUSTA, ME 04333-0084 *FAX:* (207) 287-5517

Established: 1965

Reference: Policy Area: 00 *Umbrella:* 92 *Unit:* 257 *Citation:* T0005 *M.R.S.A., Sect.:* 000000096

PURPOSE:

The Archives Advisory Board serves to advise the State Archivist in administering the laws pertaining to archives and to perform other such duties as may be prescribed by law.

ORGANIZATION:

The Archives Advisory Board consists of nine voting members with expertise in the administrative, fiscal, legal and historical value of records. Voting members of the board must represent the spectrum of records in the State and are appointed by the Secretary of State as follows:

- A. Two public members representing the interests of public access to government records, recommended by a public interest group;
- B. Two members from municipal or county government with expertise in local government records, recommended by local or county government entities;
- C. One member representing a state or local historical society, recommended by state or local historical society;
- D. One member with expertise in the legal requirements of records retention and public records law, recommended by the Attorney General;
- E. One member with expertise in the State's fiscal requirements of records retention, recommended by the Governor;

INDEPENDENT AGENCIES - ADVISORY

F. One member from the executive branch with expertise in executive branch records, recommended by the Governor; and
G. One member from the Department of Administrative and Financial Services, Office of Information Technology with expertise in electronic records, electronic records management systems and emerging technology related to electronic records, recommended by the Governor.

The State Archivist serves as a nonvoting member.

Voting members serve three-year terms and continue service until either reappointed or replaced. In case of a termination of an advisor's service during their term, the Secretary of State shall appoint a successor for the unexpired term. Per 5 MRSA §12004-I, subsection 8, advisors serve without compensation but are reimbursed for expenses incurred as a result of serving on the Board.

PROGRAM:

The Archives Advisory Board meets periodically during the fiscal year to advise the State Archivist on the disposition of records, retention schedules and administrative matters of concern. The chair and vice-chair of the Board also serve on the Maine State Cultural Affairs Council.

The State Archivist, with advice from the Advisory Board, is responsible for authorizing the destruction of state and local government records having no permanent value. Action taken by the State Archivist is evidenced by the issuance of an executed "Request for Approval to Dispose of Records" (form MSA 2.1073) or "Request for Approval to Establish Records Disposition Schedules" (form MSA 22.1073).

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

MAINE TEMPORARY ASSISTANCE FOR NEEDY FAMILIES ADVISORY COUNCIL

ANTHONY PELOTTE, DIRECTOR

Central Office: 109 CAPITOL STREET, AUGUSTA, ME 04330

Mail Address: 11 STATE HOUSE STATION, AUGUSTA, ME 04333-0011 *FAX:* (207) 287-3455

Established: 1997 *Telephone:* (207) 624-4104

Reference: Policy Area: 05 *Umbrella:* 92 *Unit:* 601 *Citation:* T0022 *M.R.S.A., Sect.:* 000003789D

PURPOSE:

The Maine Temporary Assistance for Needy Families (TANF) Advisory Council advises the Commissioner of the Department of Health and Human Services or the Commissioner's designee regarding education, training, job opportunities, quality employment and business ownership opportunities, as well as the operation of any post-secondary education programs administered by the Department and other matters affecting TANF recipients.

ORGANIZATION:

Members of the Council are appointed by the Commissioner and include TANF recipients. Other members include representatives of employers in the State; organized labor; women's interests; higher education; the delivery system for the federal Workforce Innovation and Opportunity Act (WIOA); and organizations that have experience in addressing the training, education and job needs of low-income women.

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

INDEPENDENT AGENCIES - ADVISORY

**ACQUIRED BRAIN INJURY ADVISORY COUNCIL
DEREK FALES, DHHS LIAISON FOR COUNCIL**

Central Office: 41 ANTHONY AVENUE, AUGUSTA, ME 04330-0000
Mail Address: 11 STATE HOUSE STATION, AUGUSTA, ME 04333-0011 *FAX:* (207) 287-9229
Established: 2007 *Telephone:* (207) 287-6656
Reference: Policy Area: 05 Umbrella: 92 Unit: 652 Citation: T0034B M.R.S.A., Sect.: 00019001

PURPOSE:

Established in 2007, the Acquired Brain Injury Advisory Council (Council) provides oversight to the Department of Health and Human Services (DHHS), and advice to the Legislature. The Council, appointed by the Commissioner of DHHS, represents and advocates on behalf of the brain injury community in Maine, is composed of survivors, family members and caregivers, service providers, state representatives and advocates.

ORGANIZATION:

The Commissioner of the DHHS appoints the 25-member board to two-year terms. Five members with acquired brain injuries must represent persons with acquired brain injuries; five members must represent families of persons with acquired brain injuries; five members must represent advocates for persons with acquired brain injuries; five members must represent providers of services to persons with acquired brain injuries; and five members must represent state agencies with expertise in the areas of education, employment, prevention of brain injuries, homelessness, corrections and services to veterans. One member must represent an Aging and Disability Resource Center, a center for independent living and the Maine Long Term Care Ombudsman. Members of the Council who represent state agencies serve ex officio, without the right to vote, and shall provide data, information, and expertise to the Council.

PROGRAM:

The Council is required to identify issues related to brain injury, including prevention and the needs of individuals with disabilities due to brain injuries and the needs of their families; recommend methods that will enhance health and well-being, promote independence and self-sufficiency, protect and care for those at risk; and provide effective and efficient methods of prevention, service and support.

The Council seeks information from the broadest range of stakeholders. The Council holds at least two public hearings annually to gather information on unmet needs and review the status and effectiveness of the array of brain injury programs and services.

A formal assessment was completed in 2021 to identify the needs and common gaps in Maine's brain injury service system. Once needs were identified, the Council began the process of developing a state action plan ("Plan"). Through the collaborative efforts with local stakeholders, the Council identified current projects and developed actionable steps for addressing the gaps. The Plan identifies four strategic priorities: (1) Improve access to brain injury services, natural supports, transportation, and housing, and a reduction in waitlists for adults and children; (2) Increase awareness; (3) Improve Screening; and (4) Improve statewide data collection and reporting. The Plan was finalized in 2023 with the goal of guiding DHHS and other leaders in developing and support a path to implementation.

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

INDEPENDENT AGENCIES - ADVISORY

MAINE CHILDREN'S CABINET EARLY CHILDHOOD ADVISORY COUNCIL

ANA HICKS, POLICY DIRECTOR

Central Office: 111 SEWALL STREET, AUGUSTA, ME 04330

Mail Address: 181 STATE HOUSE STATION, AUGUSTA, ME 04333-0181 *FAX:*

Established: 2019

Telephone: (207) 446-5901

Reference: Policy Area: 02 *Umbrella:* 92 *Unit:* 693 *Citation:* T0005 *M.R.S.A., Sect.:* CH 623

PURPOSE:

The Maine Children's Cabinet Early Childhood Advisory Council was created in Public Law 2019, Chapter 450, to develop, maintain and evaluate under the direction of the Children's Cabinet a plan for sustainable social and financial investment in healthy development of the State's young children and their families. The Council focuses on programs and policies for children from birth through aged 3. In addition, the Council serves as the State Advisory Council on Early Childhood Education and Care (SACs) for the State of Maine. The SAC partners with the State to ensure statewide coordination and collaboration among the wide range of early childhood programs and services in the State, including child care, Head Start, IDEA preschool and infants and families programs, and pre-kindergarten programs and services.

ORGANIZATION:

Members of the Council are appointed by the Speaker of the House, the Senate President, the Governor and the Children's Cabinet. Department of Health and Human Services and the Department of Education each appoint two staff members to serve as ex officio members. There are 21 members, including legislators, a business leader, representatives from the early care and education field, a researcher, a parent, a pediatrician, foundation representatives, and government officials. Except for ex officio members, members of the council are appointed for terms of 3 years. Members who are Legislators are appointed for the duration of the legislative terms in which they were appointed. Members who are not Legislators may serve beyond their designated terms until their successors are appointed.

PUBLICATIONS:

Over the summer of 2020, the Children's Cabinet Early Childhood Advisory Council sent three letters to the Children's Cabinet to provide a series of recommendations for the state's response to the COVID-19 pandemic. In addition, the CCECAC published a report entitled Early Childhood Care and Education in Maine: A Landscape Report to be used mostly for internal planning purposes.

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

CONTINUING EDUCATION ADVISORY COMMITTEE

DAWN KILGORE, INSURANCE CLAIMS EXAMINER

Central Office: 76 NORTHERN AVE, GARDINER, ME 04345

Mail Address: 34 STATE HOUSE STATION, AUGUSTA, ME 04333-0034 *FAX:* (207) 624-8599

Established: 1997

Telephone: (207) 624-8411

Reference: Policy Area: 02 *Umbrella:* 92 *Unit:* 518 *Citation:* T0024A *M.R.S.A., Sect.:* 000001481

PURPOSE:

The purposes of the Continuing Education Advisory Committee are to review and recommend courses submitted to the Bureau of Insurance by Course Providers for the use of producers and consultants in the fulfillment of the continuing education requirements as a prerequisite to license continuation.

INDEPENDENT AGENCIES - ADVISORY

ORGANIZATION:

The committee consists of 6 members, to be appointed by the Superintendent of the Bureau of Insurance for terms of 3 years each, on a staggered term system to prevent the terms of more than 2 members from expiring in any one year. No person shall be eligible for appointment to such a committee unless that person is an active, full-time insurance producer or consultant and is a resident of this State. No person may be reappointed to the committee for more than one consecutive 3-year term.

The committee may consult with the Superintendent with respect to possible legislation or regulatory measures designed or intended to improve the quality, education and nature of the services performed by producers and consultants.

Lastly, the members of the committee may serve without compensation but, with the Superintendent's approval, may be reimbursed for their reasonable travel expenses in attending any meeting called or approved by the Superintendent.

PROGRAM:

During fiscal year 2023 the Committee met monthly to review and recommend approval or disapproval of courses.

LICENSES:

This committee issues no licenses, but does participate in the review of and recommendations for continuing education courses used as a basis for renewing licenses by the Bureau of Insurance.

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

CRIMINAL LAW ADVISORY COMMISSION

LAURA YUSTAK, CHAIR

Central Office: STATE OFFICE BUILDING, AUGUSTA, ME 04330

Mail Address: 6 STATE HOUSE STATION, AUGUSTA, ME 04333-0006 *FAX:* (207) 287-3120

Established: 1989 *Telephone:* (207) 626-8800

Reference: Policy Area: 06 *Umbrella:* 92 *Unit:* 139 *Citation:* T0017A M.R.S.A., Sect.: 000001351

PURPOSE:

The Legislature established the Criminal Law Advisory Commission (the CLAC) to, among other duties, conduct a continuing study of the criminal law of Maine (17-A M.R.S. §§ 1351, 1354). The CLAC reviews Legislative Documents (LDs) being considered by the Maine Legislature relating to the Maine Criminal Code, Maine Bail Code, Maine Juvenile Code, and other statutes as requested, and, through its Chair, provides written comments and/or testimony to the committees of jurisdiction. The CLAC may also recommend changes to the Legislature, the Supreme Judicial Court, and other entities "whose affairs pertain to the criminal justice system" (17-A M.R.S. § 1354(2)). The CLAC does not lobby for policy positions. Its members and consultants include attorneys and judges familiar with the history and structure of the Criminal Code, the Bail Code, and the Juvenile Code, and who focus on maintaining that structure consistent with the guiding principles of these statutes.

ORGANIZATION:

The CLAC consists of nine members appointed by the Attorney General who serve without salary. At least two members must have knowledge of juvenile laws and all members must have knowledge of the criminal law or experience in the prosecution or defense of criminal cases (17-A M.R.S. § 1352). The Senate and House Chairs of the Legislature's Committee on Criminal Justice and Public Safety serve as consultants to the CLAC. The Chief Justice of the Supreme Judicial Court appoints four consultants to the CLAC (17-A M.R.S. § 1353). Currently three of those consultants are active members of the Judiciary.

INDEPENDENT AGENCIES - ADVISORY

PROGRAM:

The CLAC meets as needed throughout the year. In fiscal year 2022-23, the CLAC met ten times for purposes of reviewing legislation considered during the First Regular and First Special Sessions of the 131st Legislature (Jan. 20; Feb. 3,17; Mar. 3, 17, 22, 31; Apr. 14, 28; May 12, 2023). The CLAC consulted with members of the Legislature and interested stakeholders in the course of reviewing proposed legislation. The CLAC provided written testimony on more than 60 bills related to the criminal and juvenile justice systems before the following Joint Standing Committees: Criminal Justice & Public Safety; Education & Cultural Affairs; Inland Fisheries & Wildlife; Judiciary; Marine Resources; and Transportation.

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

ADVISORY COUNCIL ON TAX-DEFERRED ARRANGEMENTS HEATHER L'HOMMEDIU PERREAULT, CO-CHAIR - MANAGEMENT ROTATING, CO-CHAIR - LABOR

Central Office: 111 SEWALL STREET, AUGUSTA, ME 04333

Mail Address: 61 STATE HOUSE STATION, AUGUSTA, ME 04333-0061 *FAX:*

Established: 1973

Telephone: (207) 624-7858

Reference: Policy Area: 00 Umbrella: 92 Unit: 311 Citation: T0005 M.R.S.A., Sect.: 000000884

PURPOSE:

Administration of the Deferred Compensation Plan (the Plan) for the State is the responsibility of the Bureau of Human Resources, Division of Employee Health and Benefits staff within the Department of Administrative and Financial Services. The Advisory Council on Tax-deferred Arrangements was established to work with the Plan providers, Plan participants, and potential participants. Goals of the Council include keeping the Plan document and the vendor contracts up to date, maintaining a reasonable investment policy, and increasing the Plan participation. Towards these goals, CapTrust Financial Advisors, an actuarial and human resource consulting firm, serves as an investment performance, plan operations and educational advisor.

ORGANIZATION:

The original Council was established in 1973, however, subsequent legislation created the Advisory Council on Tax-deferred Arrangements. Members include the Commissioner of Administrative and Financial Services, or the Commissioner's designee, as Chair; the Insurance Superintendent and the Superintendent of Financial Institutions or their designees; and nine labor employees recommended to the Governor by their particular labor unions as follows: six from Maine State Employees Association (MSEA), one from the Maine State Law Enforcement Association (MSLEA), one from American Federation of State, County and Municipal Employees (AFSCME), and one from the Maine State Troopers Association (MSTA). Employee representatives are nominated by their respective unions and appointed by the Governor for terms of 3 years. One representative each from Labor and Management serve as co-chairs of the Council, each with one vote on behalf of labor and management members. The Council meets as needed, but at least four times during a calendar year.

PROGRAM:

The Deferred Compensation Plan for employees of the State of Maine is a voluntary supplemental retirement plan under Internal Revenue Code section 457(b). Enrollment in the Plan is open at all times to all state employees. The Plan provides employees a vehicle to defer income on a pre-tax basis and provides retirement investment opportunities through 3 financial service organizations, MassMutual, VOYA Financial, and AIG Retirement. The Council retains CapTrust Financial Advisors, an actuarial and human resource consulting firm, to assist with plan operations and investment oversight. They are charged with negotiating provider fees, recommending appropriate plan investment options, assisting with communication efforts, and advising the Council in plan compliance issues.

INDEPENDENT AGENCIES - ADVISORY

PUBLICATIONS:

https://www.maine.gov/bhr/oe/benefits/Saving_for_Retirement

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

MAINE COMMISSION ON DOMESTIC AND SEXUAL ABUSE ELIZABETH WARD SAXL, EXECUTIVE DIRECTOR

Central Office: 45 MEMORIAL CIRCLE, STE 302, AUGUSTA, ME 04330
Mail Address: 45 MEMORIAL CIRCLE, STE 302, AUGUSTA, ME 04330 *FAX:* (207) 626-5503
Established: 1990 *Telephone:* (207) 626-0034
Reference: Policy Area: 06 *Umbrella:* 92 *Unit:* 539 *Citation:* T0019A *M.R.S.A., Sect.:* 000004013

PURPOSE:

The Maine Commission on Domestic and Sexual Abuse advises and assists the executive, legislative and judicial branches of state government on issues related to domestic and sexual abuse. The Commission may make recommendations on legislative policy actions, including training of various law enforcement officers, prosecutors and judicial officers responsible for enforcing and carrying out the statutory provisions relating to domestic and sexual abuse.

ORGANIZATION:

The Commission is composed of up to 35 members appointed by the Governor and other members as designated by statute.

PROGRAM:

The Commission undertakes activities in the areas of criminal justice, legislation and medical education and strongly believes that it is essential to educate the public and policy makers on the negative effects of domestic and sexual abuse or violence.

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

DOMESTIC ABUSE HOMICIDE REVIEW PANEL LISA MARCHES, CHAIR, DEP ATT GENERAL MICHAEL SAUSCHUCK, COMMISSIONER

Central Office: 111 SEWALL ST., AUGUSTA, ME 04330
Mail Address: 6 STATE HOUSE STATION, AUGUSTA, ME 04333-0006 *FAX:* (207) 287-3120
Established: 1997 *Telephone:* (207) 626-8800
Reference: Policy Area: 06 *Umbrella:* 92 *Unit:* 600 *Citation:* T0019A *M.R.S.A., Sect.:* 0004013-4

PURPOSE:

The Domestic Abuse Homicide Review Panel was established in 1997 to review the deaths of persons who are killed by family or household members. Most Panel members have experience in providing services to victims of domestic abuse. The Panel meets monthly to review completed Maine homicide cases for the purpose of making system-based observations and recommendations for a biennial report. These observations and recommendations are directed to state and local agencies and include identification of system gaps, legislative and rule changes as well as policy and procedural changes.

ORGANIZATION:

The Panel is an all volunteer, multidisciplinary group of individuals who attend

INDEPENDENT AGENCIES - ADVISORY

monthly meetings to review cases with the purpose of making system-based observations and recommendations for the biennial report. Membership on the Panel is set forth in 19-A MRSA, section 4013(4)(A). The Panel is housed within the Office of the Attorney General.

PROGRAM:

The Panel reviews the deaths of persons killed as a result of domestic abuse homicides. These monthly reviews generate data which is collected and compiled relative to domestic abuse homicides. Additionally, the Panel issues a report biennially that reflects the case reviews and makes specific recommendations and observations for systems changes that may save lives.

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

ADVISORY COMM ON FAIR COMPETITION WITH PRIVATE ENTERPRISE

ELAINE CLARK, CHAIR

Central Office: 111 SEWALL STREET, AUGUSTA, ME 04330-0000

Mail Address: 77 STATE HOUSE STATION, AUGUSTA, ME 04333-0077 *FAX:* (207) 624-7804

Established: 2000 *Telephone:* (207) 624-7800

Reference: Policy Area: 00 Umbrella: 92 Unit: 612 Citation: T0005 M.R.S.A., Sect.: 00000055

PURPOSE:

Government entities provide a wide variety of services to its constituency. From time to time, some of those functions may adversely affect private enterprise. The 119th Legislature created the Advisory Committee on Fair Competition with Private Enterprise to review complaints where competition with private enterprise is potentially unfair.

ORGANIZATION:

The Advisory Committee consists of members appointed from government agencies, private sector representatives and members of the public who meet to review complaints on government competition with private enterprise. The Commissioner of the Department of Administrative and Financial Services, or their designee, serves as the Committee Chair. The Committee meets as necessary but is required by statute to meet at least once a year.

PROGRAM:

Complaint forms are available for businesses to complete about potentially unfair competition. Once submitted to the Committee, notification of the complaint is forwarded to the government agency identified in the complaint to obtain additional information.

The Committee reviews this information and allows direct presentation by the person(s) making the complaint and the government agency. The presentations are limited to factual information by any number of persons. The Committee may follow up with questions to any of the individuals.

The Committee makes, when appropriate, recommendations to the Maine State Legislature and Governor based upon its review of a complaint.

The Advisory Committee has also developed a request form for agencies to use in seeking approval for services and goods to be provided by state agencies that are not otherwise allowed by law and may compete with private enterprise. It has also developed a process for evaluating these requests.

An annual report of the Committee's activities is available upon request.

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

INDEPENDENT AGENCIES - ADVISORY

FAMILY LAW ADVISORY COMMISSION

HON. JOHN MARTIN, CHAIR

Central Office: PO BOX 249, WISCASSET, ME 04578-0249

Mail Address: PO BOX 249, WISCASSET, ME 04578-0249

Established: 1996

Reference: Policy Area: 06 *Umbrella:* 92 *Unit:* 595 *Citation:* T0019A *M.R.S.A., Sect.:* 000000351

FAX:

Telephone: (207) 206-2233

PURPOSE:

The Commission was created for the purpose of conducting a continuing study of the family laws of Maine and to make recommendations to the Maine Legislature.

ORGANIZATION:

The Commission is composed of eleven members experienced in family law. They include: an active Superior Court Justice, an active District Court Judge, an active Family Law Magistrate, a current Probate Court Judge, two members of the family law section of the Maine State Bar Association, a representative of a legal services organization, a representative of the Department of Human Services, a representative of the Court Alternative Dispute Resolution Service, and two public members, at least one of whom is experienced in providing mental health services. All members are appointed by the Chief Justice of the Maine Supreme Judicial Court.

PROGRAM:

The Commission meets regularly and issues written reports to the Legislature regarding family related legislation. The Commission operates without a budget.

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

MAINE FIRE PROTECTION SERVICES COMMISSION

RICHARD MCCARTHY, STATE FIRE MARSHAL

DAN BROOKS, CHIEF, COMMISSION CHAIR

Central Office: 45 COMMERCE DRIVE, SUITE 1, AUGUSTA, ME 04330

Mail Address: 52 STATE HOUSE STATION, AUGUSTA, ME 04333-0052 *FAX:* (207) 287-6251

Established: 2000

Reference: Policy Area: 06 *Umbrella:* 92 *Unit:* 609 *Citation:* T0005 *M.R.S.A., Sect.:* 000003371

Telephone: (207) 626-3871

PURPOSE:

The Commission is established to monitor and evaluate the State's fire protection services system on a continuing basis and to provide recommendations to the appropriate State agencies and to the Legislature regarding necessary changes in the fire protection service system.

ORGANIZATION:

The Commission consists of 23 members appointed as follows: two members of the Senate and three members of the House who are members of the Joint Standing Committee of the Legislature having jurisdiction over fire protection matters; the State Fire Marshal or designee; Director of the Forest Fire Control Division or designee; Director of the Bureau of Labor Standards or designee; one municipal fire chief who is full-time; one municipal fire chief who is on call; one municipal fire chief who is a volunteer; six firefighters (two full-time, two on call, and two volunteer); the administrator of the Maine Fire Training and Education Program; one member representing the Governor's Office; one public member; one member representing the insurance industry; the Director of Maine Emergency Medical Services or designee and the Director of the Maine Emergency Management Agency or designee.

INDEPENDENT AGENCIES - ADVISORY

PROGRAM:

The Commission has met on a regular basis and filed a report.

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| MAINE FIRE PROTECTION SERVICES COMMISSION | TOTAL FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|---|---------------------|--------------|-----------------------|--------------|---------------|------------|
| EXPENDITURES | | | | | | |
| COMPUTER SERVICES | 50 | 50 | | | | |
| TOTAL EXPENDITURES | 50 | 50 | | | | |

**MAINE HISTORICAL RECORDS ADVISORY BOARD
KATHERINE MCBRIEN, STATE ARCHIVIST**

Central Office: 17 ELKINS LANE, AUGUSTA, ME 04330-0000
Mail Address: 84 STATE HOUSE STATION, AUGUSTA, ME 04333-0084 *FAX:* (207) 287-5517
Established: 1989 *Telephone:* (207) 287-5793
Reference: Policy Area: 00 *Umbrella:* 92 *Unit:* 533 *Citation:* T000005 *M.R.S.A., Sect.:* 00000098

PURPOSE:

The Maine Historical Records Advisory Board (the MHRAB) was created by Executive Order in 1989, in accordance with National Historical Publication and Records Commission (NHPRC) statutes and regulations to address historical records issues of statewide concern. In 2002, the MHRAB was established in statute in 5 MRSA, §98. The Board has responsibility for promoting NHPRC grant programs, including assisting applicants, developing proposals, and reviewing grant applications; monitoring legislation concerning public or historical records administration; providing leadership and coordination among existing archives and records management institutions; sponsoring and encouraging educational and public awareness programs relating to historical records; and promoting the publication of historical records.

ORGANIZATION:

The MHRAB is organized within the office of the State Archivist and serves to encourage the preservation of and access to historical records within the State. In support of its mission, the MHRAB's duties include:

- A. Make recommendations to the National Historical Publications and Records Commission regarding the funding of proposals seeking support from that commission;
- B. Develop, maintain and execute a strategic plan supporting the MHRAB's priorities for funding recommendations and other activities;
- C. Seek, receive and administer nonstate funds to support its priority activities;
- D. Work cooperatively with other state historical records advisory boards, especially in New England; and
- E. Report biennially to the joint standing committee of the Legislature having jurisdiction over state and local government matters on the MHRAB's activities and on the condition of historical records in the State.

The MHRAB consists of between seven and eleven members, appointed by the Governor for three years, with renewable 3-year terms. The majority of the members shall have experience in the administration of historical records, or in a field of research or activity which makes extensive use of historical records. The State Archivist and the Director of the Maine Historical Society shall be members, and, as required by NHPRC regulation, one is appointed by the Governor to act as MHRAB State Coordinator serving a four-year term with a possibility of reappointment.

The Maine State Archives serves as fiscal agent for the MHRAB. Board members serve without compensation but may be reimbursed for legally allowed expenses.

INDEPENDENT AGENCIES - ADVISORY

PROGRAM:

The MHRAB applies for grants from the NHPRC and provides grants to Maine repositories to preserve and provide access to valued historical records. Grants are awarded to archives, historical societies, libraries, museums and others. The MHRAB also reviews and makes recommendations regarding Maine grant proposals to the NHPRC.

The Maine Historical Records Advisory Board Fund was established for use by the MHRAB. Balances in the fund may not lapse and must be carried forward and used for the purposes of the MHRAB. The MHRAB may accept and deposit in the fund money from private and public sources.

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

STATEWIDE HOMELESS COUNCIL

SHAWN YARDLEY, CHAIR
SCOTT TIBBITTS, COORDINATOR

WATS: (800) 452-4668

Central Office: 26 EDISON DRIVE, AUGUSTA, ME 04330-4633

Mail Address: 26 EDISON DRIVE, AUGUSTA, ME 04330-4633

Established: 2005

Reference: Policy Area: 05 Umbrella: 92 Unit: 635 Citation: T0030A M.R.S.A., Sect.: 000005046

FAX:

Telephone: (207) 626-4600

PURPOSE:

The Statewide Homeless Council (the Council) was established in 2005, replacing the Interagency Task Force on Homelessness and Housing Opportunities. The authorizing legislation was amended in 2008 and again in 2015 to expand the Council's advisory role and to add additional members to the Council.

The purpose of the Council is to serve as an advisory committee to the Maine State Housing Authority, the Governor, the Legislature, the Maine Department of Health and Human Services (DHHS), the Maine Department of Corrections (DOC), and the Maine Bureau of Veterans' Services on homeless matters. The Council is charged with providing leadership to end homelessness and providing support to the regional homeless councils; educating people on homeless issues; serving as coordinator of information; assessing statewide needs; identifying potential resources; providing assistance to people who are homeless by identifying resources and improving access to them; and reviewing, monitoring and implementing plans to end homelessness.

ORGANIZATION:

The Council consists of 14 members. The Governor appoints six members, two from each of the State's three regional homeless councils, based on nomination provided by the three councils. The director of the Maine State Housing Authority is a member. Three members are appointed jointly by the President of the Senate and the Speaker of the House, one from each of the three homeless councils. The Commissioners of DHHS and DOC and the Director of the Bureau of Maine Veterans' Services or their designees, are also members. The chair of the Council is a representative of the Governor. Members serve until their successors are appointed and qualified. The Maine State Housing Authority provides staff support to the Council.

PUBLICATIONS:

None.

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

INDEPENDENT AGENCIES - ADVISORY

**HOMELAND SECURITY ADVISORY COUNCIL
PETER ROGERS, DIVISION DIRECTOR**

Central Office: 45 COMMERCE CENTER, AUGUSTA, ME 04333
Mail Address: 72 STATE HOUSE STATION, AUGUSTA, ME 04333-0072 *FAX:* (207) 287-3180
Established: 2006 *Telephone:* (207) 624-4400
Reference: Policy Area: 06 Umbrella: 92 Unit: 636 Citation: T0037B M.R.S.A., Sect.: 000000708

PURPOSE:

The Maine Homeland Security Advisory Council (the HSAC) advises the Governor on all matters related to homeland security, including terrorism and bioterrorism issues. The council provides a forum for the top officials in the State to collaborate, share essential information, and develop a unified strategy to address homeland security issues in Maine.

ORGANIZATION:

The HSAC was established by Executive Order of the Governor in the summer of 2005. The HSAC was later formally adopted by the Maine State Legislature in the spring of 2006. Membership of the Council was expanded by statute in 2011. Statutory reference is 37-B MRSA §708.

The HSAC is comprised of 9 members including the Director of Maine Emergency Management Agency; the Commissioner of Defense, Veterans, and Emergency Management; the Commissioner of Public Safety; the Director of the Maine Center for Disease Control and Prevention within the Department of Health and Human Services; the Chief of the Maine State Police within the Department of Public Safety; a representative of the Governor; the Commissioner of the Department of Inland Fisheries and Wildlife; the Commissioner of the Department of Marine Resources; and, the Commissioner of the Department of Agriculture, Conservation and Forestry.

PROGRAM:

The HSAC meets regularly to complete the functions identified above as well as to assist in determining spending priorities for federal homeland security grants.

The Maine Emergency Management Agency coordinates the HSAC under the chairmanship of The Adjutant General, who is also the Governor's Homeland Security Advisor (HSA). The HSAC brings together law enforcement, public health, and other safety and security officials from state departments as well as federal offices operating in Maine, to share information and brief on emerging homeland security issues.

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

**NEW VENTURES MAINE ADVISORY COUNCIL
JANET SMITH, EXECUTIVE DIRECTOR
JEAN DEMPSTER, PROGRAM DIRECTOR**

Central Office: 331 WATER ST, HANDLEY HALL, AUGUSTA, ME 04330
Mail Address: 46 UNIVERSITY DRIVE, UMA, AUGUSTA, ME 04330-9410 *FAX:* (207) 621-3429
Established: 1977 *Telephone:* (207) 621-3440
Reference: Policy Area: 01 Umbrella: 92 Unit: 390 Citation: T0020A M.R.S.A., Sect.: 000010924

PURPOSE:

To help displaced homemakers and other disadvantaged individuals achieve success in the Maine economy by providing training and individual support that leads to employment, self-employment, access to higher education, asset and leadership development.

INDEPENDENT AGENCIES - ADVISORY

ORGANIZATION:

New Ventures Maine (NVME) is administered by and operates under the University of Maine Augusta/University of Maine System. A statewide Advisory Council, appointed by the Governor, supports the work of program staff.

PROGRAM:

In FY23, NVME continued to offer a full range of employability, life skills and self-employment services through a toll-free resource phone line, seven regional Resource Centers and community-based outreach sites, and through distance learning platforms.

NVME served a total of 1,053 individuals (83% female, 16% male and 1% non-binary or undisclosed) through workforce, entrepreneurship, or financial literacy training courses and workshops; individual technical assistance and/or information and referral services; placement assistance; and follow up services. Linkages with employers' pathways workshops and panels, while partnerships with other education and training providers continued to play a significant role in expanding access to postsecondary education for adult learners.

The program worked cooperatively with a wide range of human service, education and training, employment, economic and business development and advocacy organizations at all levels. Partners included the Departments of Education, Labor, Human Services, Transportation, Economic and Community Development, the University of Maine System including the Maine Small Business Development Centers and the Community College System; Community Action Agencies, United Ways, CA\$H Maine and local and statewide financial institutions among others.

LICENSES:

None.

PUBLICATIONS:

The Program's Annual Report, graduate profiles and other news articles are available for download on the organization's website.

The General Fund budget for FY23 was \$1,271,166 to New Ventures Maine, UMA/UMS.

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

BOARD OF LICENSURE OF PROFESSIONAL INVESTIGATORS MATHEW CASAVANT, LIEUTENANT

Central Office: 45 COMMERCE DRIVE, SUITE 1, AUGUSTA, ME 04330-0000

Mail Address: 164 STATE HOUSE STATION, AUGUSTA, ME 04333-0164 *FAX:* (207) 287-3424

Established: 2011 *Telephone:* (207) 624-7210

Reference: Policy Area: 06 *Umbrella:* 92 *Unit:* 667 *Citation:* T00032 *M.R.S.A., Sect.:* 00008103-A

PURPOSE:

The Board of Licensure of Professional Investigators purpose is to protect the public by improving the standards relative to the practice of private investigation and to protect the public from unqualified practitioners.

ORGANIZATION:

The board consists of seven members who must be residents of the State and are appointed by the Governor as follows: Two members of the State Police recommended by the Chief; one member recommended by the Attorney General; three members of the public; and one administrator from a local or county law enforcement agency. The board shall meet at least once a year.

PROGRAM:

The Board of Licensure of Professional Investigators provides advice; reviews written examinations for professional investigator applicants; advises the Chief

INDEPENDENT AGENCIES - ADVISORY

on granting, suspending and revoking the licenses of professional investigators; establishes standards governing the safety and conduct of persons licensed under this chapter; and recommends investigations regarding alleged violations.

LICENSES:

Not applicable.

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

BOARD OF LICENSURE OF WATER SYSTEM OPERATORS NATHAN SAUNDERS, SENIOR ENGINEER DAVID WELCH, PROGRAM SUPPORT

Central Office: 286 WATER STREET, AUGUSTA, ME 04330-0000

Mail Address: 11 STATE HOUSE STA, AUGUSTA, ME 04333-0011

Established: 1977

Reference: Policy Area: 04 *Umbrella:* 92 *Unit:* 429 *Citation:* T0022

FAX: (207) 287-4172

Telephone: (207) 287-5685

M.R.S.A., Sect.: 000002624A

PURPOSE:

The Board of Licensure of Water System Operators (the Board) was re-established in 1995 to protect public health by ensuring that water treatment and distribution systems operators are qualified to operate public water systems. All community and non-transient non-community (NTNC) water systems and transient systems using surface water as a source must be operated by qualified persons who have the experience, knowledge and ability to maintain the public water system to protect public health.

ORGANIZATION:

The Board consists of nine members appointed by the Governor as follows: three water treatment or water distribution system operators, one holding a Class II license, one holding a Class III license and one holding a Class IV license; one member of the public who is a registered professional engineer; one person who is an educator in the field of water supply or service; one person who is a water management representative; one person who represents a "very small water system," as defined in rules of the Board; one person who is an owner or manager of a NTNC public water system; and one person from the Department of Health and Human Services whom the Commissioner may recommend, subject to appointment by the Governor.

The Board maintains membership in the Association of Boards of Certification for testing services.

PROGRAM:

The Board met four times in FY23: September 16, 2022; December 1, 2022; March 3, 2023; June 30, 2023. There are currently 928 water operators licensed by the Board, including 16 operator-in-training licensees. In FY23 a total of 267 exams were taken, with 118 exams being passed. Exams are available through electronic testing in Auburn, Bangor, Farmington, Portland, Presque Isle, and South Portland.

A total of 49 new operators were licensed in FY23. No operator licenses were revoked in FY23.

The Board strongly supports the professionalism of water operators. It reviews and approves professional development courses to fulfill training requirements for biennial license renewal. The Board also promotes initial and upper-level training for operators.

LICENSES:

Very Small Water System Operator

INDEPENDENT AGENCIES - ADVISORY

Class I Water Treatment
Class II Water Treatment
Class III Water Treatment
Class IV Water Treatment
Class I Water Distribution
Class II Water Distribution
Class III Water Distribution
Class IV Water Distribution

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

LOBSTER ADVISORY COUNCIL **JEFF PUTNAM, CHAIR**

Central Office: 107 LITTLEFIELD ROAD, CHEBEAGUE ISLAND, ME 04017

Mail Address: ,,

FAX:

Established: 1979

Telephone: (207) 650-3327

Reference: Policy Area: 04 Umbrella: 92 Unit: 340 Citation: T0012 M.R.S.A., Sect.: 000006462A

PURPOSE:

The Lobster Advisory Council advises the Commissioner of the Department of Marine Resources on activities that relate to the lobster industry. The Council may investigate problems affecting the lobster industry and make recommendations to the Commissioner and the Marine Resources Advisory Council concerning its investigations. The Council may review research programs and make recommendations to the Commissioner. The Council may consider issues or disputes brought to the Council by Lobster Zone Management Councils and make recommendations to the Commissioner. The Council provides advice to the Commissioner in regard to expenditures made from the Seed Lobster Fund.

The Commissioner appoints five members to the Maine Lobster Marketing Collaborative from among a list of nominees prepared by the Lobster Advisory Council.

ORGANIZATION:

The Lobster Advisory Council consists of one person from each of the seven Lobster Zone Councils; two persons who hold wholesale seafood licenses that are primarily dealers in lobsters; one person who is a member of the general public and three persons who hold lobster and crab licenses that are not members of any Zone Council, each of which must be from a different county. The terms on the Lobster Advisory Council of those from the Lobster Zone Councils are coterminous with terms on the latter council. Terms of other individuals are three years. The Chair of the Lobster Advisory Council is ex-officio to the Department of Marine Resources Advisory Council.

PROGRAM:

The Lobster Advisory Council meets as needed to address topics of interest to the lobster industry. It provides advice and input on the fisheries management plan for the conservation and regulation of the lobster fishery. The Lobster Advisory Council is an integral partner in Maine's lobster co-management system. The Council provides feedback on lobster related items before the Joint Standing Committee on Marine Resources.

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

INDEPENDENT AGENCIES - ADVISORY

ORGAN DONATION ADVISORY COUNCIL
CATHERINE CURTIS, DEPUTY SECRETARY OF STATE

Central Office: 101 HOSPITAL STREET, AUGUSTA, ME 04330
Mail Address: 29 STATE HOUSE STATION, AUGUSTA, ME 04333-0029 *FAX:* (207) 624-9013
Established: 2011 *Telephone:* (207) 624-9003
Reference: *Policy Area:* 05 *Umbrella:* 92 *Unit:* 660 *Citation:* T0029A *M.R.S.A., Sect.:* 00001402-B

PURPOSE:

The Organ Donation Advisory Council was established to A) assist the Secretary of State in coordinating efforts of all public and private agencies within the State concerned with the donation and transplantation of organs and tissues; B) advise the Secretary of State on policy and priorities of need in the State for a comprehensive program relating to organ and tissue donation and transplantation; C) assist the Secretary of State in developing strategies to increase donations that the council may find effective; D) establish numerical goals for increasing the rates of organ and tissue available to individuals with life threatening conditions; and E) administer the Maine Organ and Tissue Donation Fund to facilitate the education and registration of residents of the State.

ORGANIZATION:

The Organ Donation Advisory Council is comprised of 10 members: the Secretary of State and the Commissioner of the Department of Health and Human Services or their designees; a representative from the Department of the Secretary of State, Bureau of Motor Vehicles; the president of a statewide medical society, a representative of a federally designated organ procurement organization and 5 members of the public with experience in the field of organ and tissue donation.

PROGRAM:

The Organ Donation Advisory Council meets four times each year and convenes special meetings at the call of the chair.

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

STATE POET LAUREATE ADVISORY SELECTION COMMITTEE
JULIE HORN, INTERIM DIRECTOR
LORI FISHER, MAINE STATE LIBRARIAN

Central Office: 193 STATE STREET, AUGUSTA, ME 04330
Mail Address: 25 STATE HOUSE STATION, AUGUSTA, ME 04333-0025 *FAX:* (207) 287-2725
Established: 1995 *Telephone:* (207) 287-2790
Reference: *Policy Area:* 03 *Umbrella:* 92 *Unit:* 581 *Citation:* T0027 *M.R.S.A., Sect.:* 000000421

PURPOSE:

The State Poet Laureate Advisory Selection Committee is authorized by 27 MRSA, §421, to nominate the State Poet Laureate to be appointed by the Governor for a 5-year term.

ORGANIZATION:

The Maine Arts Commission assembles an advisory selection committee, the State Poet Laureate Advisory Selection Committee, of no more than five members with expertise in poetry to select the State Poet Laureate. The Advisory Committee is composed of the Director of the Maine Arts Commission and the Director of the Maine State Library or their designees and up to three other members with expertise in poetry. The Poet Laureate must be a poet of recognized merit.

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

INDEPENDENT AGENCIES - ADVISORY

**MAINE REDEVELOPMENT LAND BANK AUTHORITY
VACANT ,**

Central Office: , ,

Mail Address: , ,

Established: 2022

Reference: Policy Area: 01 Umbrella: 92 Unit: 701 Citation: T30-A M.R.S.A., Sect.: CHAP204

FAX:

Telephone:

PURPOSE:

The Maine Redevelopment Land Bank Authority was established to assist municipalities and other entities in this State in the redevelopment of properties identified as eligible under MRSA Title 30-A, section 5157, subsection 1 in order to return those properties to productive use.

The Legislature finds and declares that:

1. blighted, abandoned, environmentally hazardous and functionally obsolete property burdens public resources;
2. it is in the best interest of the State to assemble and dispose of blighted, abandoned and environmentally hazardous property and property that is both functionally obsolete and unfit to be repurposed for another use in order to strengthen and revitalize the economy of the State and municipalities;
3. coordinated development of blighted, abandoned, environmentally hazardous and functionally obsolete property serves the public interest;
4. the establishment of the Maine Redevelopment Land Bank Authority is necessary to facilitate coordinated redevelopment of blighted, abandoned, environmentally hazardous and functionally obsolete property; and
5. municipalities, counties and unorganized territories have properties that they cannot restore to productive use due to a variety of technical or financial issues.

ORGANIZATION:

The Governor shall appoint 9 members to serve a 3-year term as commissioners of the Maine Redevelopment Land Bank Authority subject to review and confirmation by the joint standing committee of the Legislature having jurisdiction over economic and community development matters. These members must include:

- A. a resident of the State who is a real estate broker licensed by the Real Estate Commission pursuant to Title 32, section 13003;
 - B. a resident of the State who is responsible for community redevelopment as an employee of a state-chartered bank;
 - C. a resident of the State from each of the 2 congressional districts;
 - D. a full-time municipal economic and community development director in the State;
 - E. a full-time planning professional employed by an urban or regional planning organization in the State;
 - F. a person with experience in the field of preservation of historic property;
 - G. a person with experience in environmental remediation of commercial property;
- and
- H. a person with experience in the development of residential communities and housing development.

Ex officio members to serve as nonvoting members or their designee are:

- A. the Commissioner of Economic and Community Development;
- B. the Commissioner of Environmental Protection;
- C. the Commissioner of Transportation;
- D. the Director of the Maine State Housing Authority; and
- E. the Director of the Maine Historic Preservation Commission.

The Maine Redevelopment Land Bank Authority shall select a chair and a vice-chair from among its voting members and adopt bylaws to govern procedures. The Maine Redevelopment Land Bank Authority shall hire an executive director and may hire staff and employ counsel as necessary.

As of June 30, 2023 the Maine Redevelopment Land Bank Authority was not yet in functioning status.

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

INDEPENDENT AGENCIES - ADVISORY

RIVER FLOW ADVISORY COMMISSION
PETER ROGERS, CO-CHAIRPERSON

Central Office: 45 COMMERCE DRIVE, AUGUSTA, ME 04330

Mail Address: 72 STATE HOUSE STATION, AUGUSTA, ME 04333-0072 *FAX:* (207) 287-3180

Established: 1997 *Telephone:* (207) 624-4400

Reference: Policy Area: 04 *Umbrella:* 92 *Unit:* 593 *Citation:* T0037B *M.R.S.A., Sect.:* 000001131

PURPOSE:

The River Flow Advisory Commission was established in statute in 1997, having existed as an "ad hoc" organization since the early 1980s. Its purpose is to act as a technical advisory commission to the Department of Defense, Veterans and Emergency Management (DVEM) and the Governor on matters of stream flow, and to facilitate information flow among all public and private parties with an interest in hydrologic issues. The Maine Emergency Management Agency (MEMA) carries out the planning and preparedness activities for the Commission.

ORGANIZATION:

The Commission is composed of at minimum 15 members. The Director of the Maine Emergency Management Agency and the District Chief of the United States Geological Society (USGS) Maine Water Science Center serve as co-chairs. Other members include the State Geologist, the Commissioners of the Departments of Agriculture, Conservation and Forestry, Environmental Protection, Inland Fisheries and Wildlife, Marine Resources, Transportation, and Health and Human Services or their designees, the Meteorologists-in-Charge of the National Weather Service Forecast Offices in Maine, representatives from private commerce and industry including major hydroelectric power producers, the director of the Senator George J. Mitchell Center for Environmental and Watershed Research at the University of Maine, and a representative of the public appointed by the Governor.

PROGRAM:

The Commission meets at least annually to discuss and issue an advisory statement on the potential for major river flooding due to hydrologic conditions prior to the Spring snowmelt and runoff. The Commission has the power and duty to advise the Governor and DVEM on issues of flow in state rivers and streams, assist in communication of river flow data between dam operators, river basin managers, state agencies, federal agencies, and administer the State's cooperative hydrologic monitoring program in cooperation with the USGS.

The State's Drought Task Force (DTF) is an extension of the Commission and assists in monitoring, coordinating, and managing responses to droughts and recommends actions to minimize impacts to public health, safety, the environment and agriculture. The DTF convened for the first time since 2002 in August 2016 as severe drought conditions were reported in some areas of the State. A subset of the full task force including MEMA representatives, the National Weather Service and USGS remain in contact through email and conference calls annually to monitor any drought conditions.

PUBLICATIONS:

Annual Reports of the Commission
Cooperative Snow Survey Reports (issued weekly during snowmelt season)
All publications available online at: <http://www.maine.gov/rfac>

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

INDEPENDENT AGENCIES - ADVISORY

SHELLFISH ADVISORY COUNCIL
LEWIS PINKHAM, CHAIR

Central Office: 32 BLOSSOM LANE, AUGUSTA, ME 04333
Mail Address: 21 STATE HOUSE STATION, AUGUSTA, ME 04333-0021 *FAX:*
Established: 2008 *Telephone:* (207) 624-6550
Reference: Policy Area: 04 *Umbrella:* 92 *Unit:* 645 *Citation:* T0012 *M.R.S.A., Sect.:* 00006038

PURPOSE:

The Shellfish Advisory Council shall make recommendations to the Commissioner of the Department of Marine Resources and the joint standing committee of the Legislature having jurisdiction over marine resources matters concerning:

- A. How best to utilize state agencies, municipal governments, the shellfish industry and citizen groups to make improvements to and maintain the quality of the State's coastal waters and to expedite the opening of closed shellfish flats; and
- B. Matters of interest to the State's shellfish industry including but not limited to shellfish resource management, public health protection and the activities and recommendations of a multistate organization that promotes shellfish sanitation.

The Council is responsible for bringing forward to the Commissioner matters of concern to the shellfish industry and for assisting the Commissioner with the dissemination of information to members of the shellfish industry.

ORGANIZATION:

The Council consists of: four members who are commercial shellfish license holders; two members who are shellfish aquaculture lease holders; one member who is a municipal official involved in pollution permitting or mitigation; two members who are licensed wholesale seafood dealers who have been issued a shellfish sanitation certificate; one public member with knowledge of and interest in coastal water quality; two members who are municipal shellfish officials including but not limited to a municipal shellfish conservation warden or a member of a municipal shellfish management committee; one member who has been issued a shellfish depuration certificate; and one member who has a demonstrated knowledge of biological science and, at a minimum, a bachelor's degree. Terms are for three years, and the terms of the officers are for one year. The Chair of the Council is also a member of the Marine Resources Advisory Council.

PROGRAM:

The Council met four times in fiscal year 2022-23 to discuss a variety of topics including adopting a remote meeting policy, the effects of regulations regarding airboat usage on the shellfishing industry, and the suggestions made to the Shellfish Advisory Council by industry members during the Municipal Shellfish Management meetings held in May of 2022. The Council formed a committee that met outside of the four regular meetings to address these suggestions and make recommendations to the full council on how best to address them.

PUBLICATIONS:

Agendas, minutes, and other material presented at meetings of the Shellfish Advisory Council are available through the Department of Marine Resources' website.

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

INDEPENDENT AGENCIES - ADVISORY

SUBSTANCE USE DISORDER SERVICES COMMISSION

BRUCE CAMPBELL, CHAIR

Central Office: 41 ANTHONY AVE., AUGUSTA, ME 04330

Mail Address: 11 STATE HOUSE STATION, AUGUSTA, ME 04333-0011 FAX:

Established: 1993

Telephone: (207) 287-2595

Reference: Policy Area: 05 Umbrella: 92 Unit: 577 Citation: T0005 M.R.S.A., Sect.: 000020065

PURPOSE:

Public Law 2019, chapter 432, An Act to Amend the Laws Governing the Substance Use Disorders Services Commission was approved by the Governor on June 20, 2019. It states that the purpose of the Commission is to serve as advocate; review and evaluate; and inform the public. The Commission shall serve as an advocate and resource for the State on substance use disorder intervention, prevention, treatment and recovery. The Commission shall promote and assess activities designed to meet and remediate challenges of substance use disorder in the State. With the support of the Department of Health and Human Services (DHHS), the Commission shall review and evaluate on a continuing basis state and federal policies and programs relating to substance use disorder. In cooperation with DHHS, the Commission shall keep the public informed by collecting and disseminating information, by conducting or commissioning studies and publishing the results of those studies, by issuing publications and reports and by providing public forums, including conferences and workshops. The Commission, based on its activities pursuant to this subsection, shall make recommendations relating to substance use disorder to DHHS and the Governor.

The Commission, in cooperation with the Office of Behavioral Health (OBH) within DHHS, has the following duties:

1. Advise the OBH: The Commission shall advise the OBH in development and implementation of significant policy matters relating to substance abuse (5 MRSA §20067(1)).

2. Advise, Consult and Assist: The Commission shall advise, consult and assist the Governor, the Executive and Legislative branches of state government, and the Judicial Council with activities of state government related to substance abuse prevention, intervention, treatment and recovery (5 MRSA §20067(2)).

3. Serve as Advocate/Review and Evaluate prevention, intervention, treatment and recovery; inform the Public; The Commission shall serve as an advocate on substance abuse prevention, intervention, treatment and recovery and promote and assist activities designed to meet the problems of substance abuse at the national and state levels. With the support of the OBH, the Commission shall review and evaluate, on a continuing basis, state and federal policies and programs relating to substance abuse and other activities conducted or assisted by state departments or agencies that affect persons who abuse or are dependent on drugs. In cooperation with the OBH, the Commission shall keep the public informed by collecting and disseminating information, by conducting or commissioning studies and publishing the results of those studies, by issuing publications and reports and by providing public forums, including conferences and workshops. (5 MRSA §20067(3)).

The Commission shall report annually to the joint standing committee of the Legislature having jurisdiction over health and human services matters and the joint standing committee of the Legislature having jurisdiction over appropriations and financial affairs on or before the last business day of each year. The report must include developments and needs related to substance use disorder intervention, prevention, treatment and recovery in the State.

ORGANIZATION:

The Commission typically meets the second Wednesday of every other month using Zoom virtual conferencing. On the alternate months, each of five Pillar Meetings occur. Those five Pillars are Prevention, Intervention/Harm Reduction, Treatment, Recovery, and Legislative and are comprised of a subset of Commission members, OBH representatives and other stakeholders both from within and outside of State offices. These meetings are open to the public.

Members of the Commission include:

INDEPENDENT AGENCIES - ADVISORY

Bruce Campbell, Recovery Community, Chair
Guy Cousins, Lecturer at UMA, Dir. Of Medical Professionals with Maine Medical Association
Catherine Chichester, Executive Director, CCSME
Jamie Comstock, Program Manager, Bangor Public Health Community Services
Andrea Truncali, MD, Internist, Addiction Medical Board of Certified Physicians
Tracey Martin, Executive Director, Lake Region Recovery Center
Eric Haram, Treatment Director, York Hospital. Systems Consultant
William Lowenstein, Pres. Of the Board of Sexual Assault & Response Services
Leslie Clark, Executive Director, Portland Recovery Community Center
Rep. Colleen Madigan, Representing District #64
Rep. Nina Milliken, Representing District #16
Sen. Joseph Baldacci, Representing District #9
Sen. Marianne Moore, Representing District #6

PROGRAM:

During fiscal year 2021-22, the Commission was officially seated and appointed by the Governor. The first official meeting of the Commission occurred in July 2022. This delay was essentially due to the Public Health Emergency created by COVID-19. Prior to July of 2022, the Commission gathered monthly reports from the OBH, the Maine Center for Disease Control and Prevention (MeCDC), and from the Director of Opioid Response.

These delays were beneficial to the Commission as it was able to reorganize itself into what it believes is a more effective structure to succeed in meeting statutory mandates. The Commission restructured around what it calls a Paradigm Shift to an Integrated Wellness-Oriented System of Care. The Commission is now structured in a format that includes full Commission meetings that alternate monthly with five Pillar meetings. To support the good efforts of the Commission, the OBH has assigned representatives to both the full Commission as well as the Pillar groups. The OBH's commitment to the Commission includes ongoing communication and collaboration through consistent representation, as well as coordination with various DHHS stakeholder groups such as the MeCDC and Opioid Coordination Council. The OBH is looking forward to ongoing engagement with the Commission as part of its strategic planning for substance use disorder policy and program development, in addition to implementation of the Comprehensive Behavioral Health Plan and Opioid Response Strategic Action Plan.

The Commission decided to replicate the "Report Card on OBH" that was done in 2010. Since 2010, the landscape and profile of substance use disorders has dramatically changed and continues to change. When the organizing statute for the Commission was signed on June 20, 2019, the Commission was organized into the four pillars of prevention, intervention/harm reduction, treatment, and recovery. Two of those pillars, Intervention/Harm Reduction, and Recovery, did not exist in 2010. The Report Card process itself has involved developing benchmarks within the four pillars related to the original Report Card's 4 evaluation criteria: Leadership, Structure and Sustainability, Resources, Legislative Activities, and Measurement and Accountability. The Commission has held work sessions and are working on establishing benchmarks within those criteria. The goal is to use the Report Card as an Annual Report to the Governor, Health and Human Services Committee, the Commissioner of DHHS and the Director of the OBH.

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

ADVISORY BOARD FOR THE LICENSING OF TAXIDERMISTS STEVE ALLARIE, CHAIR

Central Office: 353 WATER STREET, AUGUSTA, ME 04333-0041
Mail Address: 41 STATE HOUSE STATION, AUGUSTA, ME 04333-0041 *FAX:* (207) 287-8094
Established: 1990 *Telephone:* (207) 287-5290
Reference: Policy Area: 04 Umbrella: 92 Unit: 540 Citation: T0012 M.R.S.A., Sect.: 000010155

INDEPENDENT AGENCIES - ADVISORY

PURPOSE:

The Advisory Board for the Licensing of Taxidermists was established to advise the Commissioner regarding implementation of 12 MRSA, sections 10155, 10909, 12952, and 12953, and any related rules and to assist in the development of and in conducting examinations.

ORGANIZATION:

The Advisory Board for the Licensing of Taxidermists shall consist of the following four residents of Maine:

A. Two employees of the Department of Inland Fisheries and Wildlife, appointed by the Commissioner, one of whom may be a retired employee who has experience in taxidermy; and

B. Two licensed taxidermists with expertise in the art of taxidermy appointed by the Governor.

All members, except state employees, are entitled to receive compensation as provided in 5 MRSA, chapter 379.

LICENSES:

General Taxidermy License
Mammal & Head Taxidermy License
Bird Taxidermy License
Fish Taxidermy License
Skull Mount Taxidermy License

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

TELECOMMUNICATIONS RELAY SERVICES COUNCIL

TERRY MORRELL, COUNCIL POC

Central Office: 1 MACKWORTH ISLAND, FALMOUTH, ME 04105

Mail Address: 1 MACKWORTH ISLAND, FALMOUTH, ME 04105

Established: 1990

Reference: Policy Area: 05 *Umbrella:* 92 *Unit:* 538 *Citation:* T0035A *M.R.S.A., Sect.:* 000008704

FAX:

Telephone: (207) 470-7668

PURPOSE:

The Telecommunications Relay Services Council, as established by Title 5, section 12004-G, subsection 30-C, shall evaluate telecommunications relay services in the State of Maine and implement the Maine Telecommunications Relay Services program as certified by the Federal Communications Commission pursuant to 47 Code of Federal Regulations, Part 64, Subpart F.

ORGANIZATION:

The Council is authorized to hire a part-time Executive Director to assist in carrying out the powers and duties of the Council. Council members consist solely of those individuals appointed pursuant to statutory mandate. From within the members of the Council, a slate of officers is elected comprised of the Chair, the Vice-Chair, the Treasurer and the Clerk. The Council provides direction to the Chair, who has the authority to form subcommittees to carry out the directives of the Council. The Clerk is responsible for ensuring filings are made as necessary for any state or federal certifications or reports. The Treasurer is responsible for receiving reimbursement requests for activities on behalf of the Council. The Treasurer and the Chair are jointly tasked with the approval of any reimbursement requests.

PROGRAM:

The Council is tasked with administering the Telecommunications Relay Service (TRS) program within the State. TRS is a program where individuals call a single number, 7-1-1, which connects them to the TRS Provider for the State who acts as a translator between hearing individuals and deaf or hard of hearing individuals to permit telephonic communications among all users of the public switched

INDEPENDENT AGENCIES - ADVISORY

telephone network. The primary benefit of this system is that it does not require both parties to the call to have assistive devices, such as TTY machines, thus opening the door for deaf and hard of hearing individuals to contact any other telephone user in the State, from their grandchild to their bank to the local pizza shop, without limitations or added costs by either party.

One priority for this program is to ensure that there is a high quality, reliable TRS program in the State that is compliant with federal standards and trends. To accomplish this goal, the Council has engaged in a request for proposal (RFP) proceeding to select the TRS provider for the State. The current TRS provider for Maine is Sprint Communications Company, LP.

Another priority for this program is to ensure that people are aware of TRS and educated in how to use the system. To accomplish this goal, the Council requires the TRS provider to support outreach throughout the State in conjunction with Maine groups who work with the deaf and hard of hearing communities. The Council also requires the TRS provider to support the Council in its efforts to perform outreach to constituencies beyond the deaf and hard of hearing community to ensure that when people or businesses receive a TRS call they do not hang up. In addition, the TRS provider supports the Council's continued involvement with federal organizations to ensure that the Council can adequately address existing standards for services provided by the TRS provider.

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| TELECOMMUNICATIONS RELAY SERVICES COUNCIL | TOTAL FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|---|---------------------|--------------|-----------------------|--------------|---------------|------------|
| COMPUTER SERVICES | 123 | | 123 | | | |
| CONTRACTUAL SERVICES | 266,292 | | 266,292 | | | |
| TRANSFER TO OTHER FUNDS | 2,925 | | 2,925 | | | |
| TOTAL EXPENDITURES | 269,340 | | 269,340 | | | |

**BOARD OF VISITORS - MAINE CORRECTIONAL CENTER
BRAD FOGG, BOARD CHAIR
RANDALL LIBERTY, COMMISSIONER**

Central Office: 17 MALLISON FALLS RD., WINDHAM, ME 04062
Mail Address: 17 MALLISON FALLS RD., WINDHAM, ME 04062 *FAX:* (207) 893-7001
Established: 1982 *Telephone:* (207) 893-7000
Reference: Policy Area: 06 Umbrella: 92 Unit: 449 Citation: T0034A M.R.S.A., Sect.: 0003001A

PURPOSE:
 To visit the Maine Correctional Center and provide the appropriate comments, advice and recommendations to the Governor, Commissioner and appropriate Legislative Committees.

ORGANIZATION:
 A Chairman and four members are appointed by the Governor.

PROGRAM:
 During the year, the Board of Visitors meets at a minimum on a quarterly basis to review programs and issues at the Maine Correctional Center. The members of the board visit the facility as a committee and also individually. The Board's purpose is to study the programmatic and institutional effects associated with the facility and new legislation.

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

INDEPENDENT AGENCIES - ADVISORY

BOARD OF VISITORS - MAINE STATE PRISON

PERRY GATES, CHAIRPERSON

RANDALL LIBERTY, COMMISSIONER

Central Office: 807 CUSHING RD., WARREN, ME 04864

Mail Address: 807 CUSHING RD., WARREN, ME 04864

Established: 1982

Reference: Policy Area: 06 Umbrella: 92 Unit: 450 Citation: T0034A M.R.S.A., Sect.: 00003001A

FAX: (207) 273-5316

Telephone: (207) 273-5300

PURPOSE:

The Board of Visitors is an oversight and advisory committee of citizens appointed by the Governor of the State of Maine to represent the interests of the people of Maine in prison matters.

ORGANIZATION:

The five-person board is approved by the Governor for a term of one year and shall be eligible for reappointment. Chosen for their varied orientations, interests, and experience in corrections and rehabilitation issues, board members attend to questions and concerns about public safety and security, prison staff safety and well-being, inmate health and safety, prison industries and programs.

PROGRAM:

Through prisoner meetings, written correspondence or phone, the Maine State Prison Board of Visitors works to identify and discuss issues such as inmate mail, grievances, advocacy, good time policies, recreational and educational programs, scheduling and funding, high risk and mental health units, and issues concerning prisoner benefits in order to help ensure that concerns are heard. The Board may conference with the Commissioner or Deputy Commissioner of Corrections and with the Department Counsel to discuss issues that may be of importance during the year. The Board meets with program staff from many areas to discuss their specific areas of operation and help to ensure their concerns are being heard. The Board also feels that it is important to tour areas of the Maine State Prison and Bolduc Correctional Facility to allow for a better understanding of the management of these complex facilities and to discuss issues that may arise at the community level.

The Board meets with the Warden and Senior Staff of Maine State Prison each quarter to discuss current issues and concerns and identify, when appropriate, ways the Board can be of support and assistance in the effective operation of the Maine State Prison.

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

BOARD OF VISITORS - LONG CREEK YOUTH DEVELOPMENT CENTER

DANIEL BELYEA, BOARD CHAIR

RANDALL LIBERTY, COMMISSIONER

Central Office: 675 WESTBROOK STREET, SOUTH PORTLAND, ME 04106

Mail Address: 675 WESTBROOK STREET, SOUTH PORTLAND, ME 04106 *FAX:* (207) 822-2775

Established: 1982

Reference: Policy Area: 06 Umbrella: 92 Unit: 448 Citation: T0034A M.R.S.A., Sect.: 00003001A

Telephone: (207) 822-2600

PURPOSE:

To monitor programs, rights, and administrative issues concerned with the Long Creek Youth Development Center, and to report to the Commissioner and appropriate Legislative Committees, as well as the Governor's Office.

INDEPENDENT AGENCIES - ADVISORY

ORGANIZATION:

The Chairman and committee members are appointed by the Governor.

PROGRAM:

1. Visitations to Long Creek Youth Development Center;
2. Meeting with appropriate members of the staff as well as residents;
3. Written reports, including observations and recommendations to the Commissioner and Superintendent; and,
4. Meetings to review observations and recommendations with the Commissioner, Chief Advocate, and various other representatives of the Department of Corrections and/or institutions.

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

INDEPENDENT AGENCIES - OTHER

**MAINE ARTS COMMISSION
JULIE HORN, INTERIM EXEC DIRECTOR**

Central Office: 193 STATE STREET, AUGUSTA, ME 04330
 Mail Address: 25 STATE HOUSE STATION, AUGUSTA, ME 04333-0025 FAX: (207) 287-2725
 Established: 1966 Telephone: (207) 287-2790
 Reference: Policy Area: 03 Umbrella: 94 Unit: 088 Citation: T0027 M.R.S.A., Sect.: 000000401
 Average Counts-All Positions: 10.00 Legislative Count: 10.00

PURPOSE:

The Maine Arts Commission was established by the Legislature to encourage and stimulate public interest and participation in the cultural heritage and cultural programs of our state; to expand the State's cultural resources; and to encourage and assist freedom of artistic expression for the well-being of the arts, and to meet the needs and aspirations of persons in all parts of the State.

ORGANIZATION:

The Maine Arts Commission, an independent state agency, is governed by a board appointed by the Governor for their interest in the arts and related fields. The Maine Arts Commission works to advance the arts by providing services and limited funding to artists, arts organizations, communities and schools throughout Maine. During the past year, the Commission has focused on providing support for organizations and individuals through our grants program, which was boosted by American Rescue Plan Act funding provided from the National Endowment for the Arts.

PROGRAM:

The Commission staff is focused on service to the field, and provided leadership, guidance, and peer partnership to organizations and individuals as we all navigated the ever-changing landscape due to the pandemic and other factors that have affected our day to day lives. As part of the process of information gathering for our strategic plan, the Commission has held virtual meetings in communities throughout the State. We have also engaged individuals to participate in four committees - each focusing on a portion of the plan. Further, the Commission is engaged in a process of examining our work through an equity lens and considering making changes to our grant giving to ensure access for all Maine arts organizations and artists. We are actively reaching out to other state agencies to develop relationships and look for ways in which the arts might help them accomplish their goals. Partnering is an effective way of ensuring that the arts reach as many Mainers as possible. One example of this work is our Memorandum of Understanding with the Maine Department of Agriculture, Conservation and Forestry to help them bring art to the walls of one of their buildings on the east side of Augusta. Like existing partnerships with the State House and Cross building, having Maine art on the walls enhances the experiences for employees as well as visitors and provides a necessary opportunity for Maine artists to display their work for the public. We look forward to continuing such discussions in the coming year.

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| MAINE ARTS COMMISSION | TOTAL FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|-----------------------------|---------------------|----------------|-----------------------|--------------|----------------|--------------|
| EXPENDITURES | FUNDS | FUND | FUNDS | FUND | FUNDS | FUNDS |
| SALARIES & WAGES | 600,603 | 402,920 | | | 197,683 | |
| HEALTH BENEFITS | 135,922 | 81,015 | | | 54,907 | |
| RETIREMENTS | 156,014 | 105,094 | | | 50,920 | |
| OTHER FRINGE BENEFITS | 13,658 | 9,567 | | | 4,091 | |
| COMPUTER SERVICES | 31,326 | 31,326 | | | | |
| CONTRACTUAL SERVICES | 245,995 | 177,706 | 1,496 | | 66,793 | |
| COMMODITIES | 6,106 | 6,106 | | | | |
| GRANTS, SUBSIDIES, PENSIONS | 465,520 | 90,772 | 25,513 | | 349,235 | |
| TRANSFER TO OTHER FUNDS | 20,610 | | 82 | | 20,528 | |
| TOTAL EXPENDITURES | 1,675,754 | 904,506 | 27,091 | | 744,157 | |

BAXTER STATE PARK AUTHORITY

PATTY CORMIER, CHAIR
KEVIN ADAM, DIRECTOR

Central Office: 64 BALSAM DRIVE, MILLINOCKET, ME 04462

Mail Address: 64 BALSAM DRIVE, MILLINOCKET, ME 04462

Established: 1933

Reference: Policy Area: 04 *Umbrella:* 94 *Unit:* 293 *Citation:* T0012

Average Counts-All Positions: 48.678

FAX:

Telephone: (207) 723-9616

M.R.S.A., Sect.: 000000901

Legislative Count: 26.50

PURPOSE:

Baxter State Park is the result of a vision of former Governor Percival P. Baxter, who donated the first parcel of land in 1931 and, over the years, added various parcels until his final acquisition in 1962 brought the Park's area to 201,018 acres. Since then, the Authority has purchased and been gifted additional acreage to bring the Park to its current size of 209,644 acres. In addition to the various gifts of land, Governor Baxter also left two sizable trust funds to carry out the operation and maintenance of the Park without the need for state funding.

Governor Baxter's expressed desires were that this Park "shall forever be retained and used for state forest, public park, and public recreational purposes ... shall forever be kept and remain in the natural wild state ... shall forever be kept and remain as a sanctuary for beasts and birds".

ORGANIZATION:

While Baxter State Park bears the name "State", it is separately administered, free from any connection with the larger state park system (Department of Agriculture, Conservation and Forestry).

The Baxter State Park Authority, a three-person authority consisting of the Maine Attorney General, the Director of Maine Forest Service, and the Commissioner of Inland Fisheries and Wildlife, has full power in controlling and managing the Park and in exercising all Trust obligations. Responsibility for the operation and management of Baxter State Park is delegated from the Baxter State Park Authority to the Park Director, who supervises the chief Ranger (operations), Natural Resource Director (natural resource and visitor experience), and Director of Administrative Services (business operations).

Approximately 40% of the cost of Park operations is financed from a combination of use fees, entrance fees, and wood products revenues, with the remaining 60% provided by revenues from trusts established by Percival Baxter in 1945 and again through his will after his death in 1969 to provide funds for the care and maintenance of Baxter State Park.

PROGRAM:

Both the forever wild and forest management portions of Baxter State Park are managed according to the donor's wishes, Percival Baxter, as expressed in the Trust Deed Communications. In all policy issues, preserving and protecting Park resources is considered above recreational needs. The process of policy and decision-making of the Authority is assisted by Park staff and several Advisory Committees.

There are over 40 peaks and ridges besides Katahdin in the Park. The trail system features over 215 miles of trails popular with hikers, mountain climbers, and naturalists. Baxter State Park operates eight (8) roadside campgrounds and two (2) backcountry campgrounds, providing an overnight capacity of slightly over 1,000 campers. Fishing within the Park is sought after as the Park has over 40 Heritage Brook Trout waters. There are also numerous individual backcountry sites for visitors to enjoy and over 40,000 acres open to hunting for the public.

The Park is a premier year-round destination for outdoor enthusiasts. A year-round staff of 22 swells to about 61 in the summer, including office administration and reservation personnel, field and law enforcement rangers, and resource specialists. Roughly 60,000 people visit the Park in the summer months.

INDEPENDENT AGENCIES - OTHER

LICENSES:

Fishing licenses
 Entrance permits for day use, overnight use, and seasonal use
 Advance reservations for all overnight facilities in Baxter State Park
 Permits to allow research activities, media production activities, and other special uses

PUBLICATIONS:

Baxter State Park Annual Report - free
 Baxter State Park Management Plan - free
 Various books and guides on nature, recreation, ecology, etc. -fee
 Baxter State Park Trail Guide - fee
 Baxter State Park Maps - fee

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| BAXTER STATE PARK AUTHORITY | TOTAL | | HIGHWAY | FEDERAL | MISC |
|-----------------------------|------------------|-----------------------|---------|---------|-------|
| | FOR ALL FUNDS | SPECIAL REVENUE FUNDS | | | |
| EXPENDITURES | FUNDS | GENERAL FUND | FUND | FUNDS | FUNDS |
| SALARIES & WAGES | 2,306,369 | | | | |
| HEALTH BENEFITS | 461,150 | | | | |
| RETIREMENTS | 524,720 | | | | |
| OTHER FRINGE BENEFITS | 50,566 | | | | |
| COMPUTER SERVICES | 101,724 | | | | |
| CONTRACTUAL SERVICES | 719,495 | | | | |
| RENTS | 12,217 | | | | |
| COMMODITIES | 151,160 | | | | |
| BUILDING IMPROVEMENTS | 57,726 | | | | |
| EQUIPMENT | 313,962 | | | | |
| TRANSFER TO OTHER FUNDS | 71,080 | | | | |
| TOTAL EXPENDITURES | 4,770,169 | | | | |

STATE CIVIL SERVICE APPEALS BOARD
SUSAN P. HERMAN, CHAIR

Central Office: 74 STATE HOUSE STATION, AUGUSTA, ME 04333-0074
 Mail Address: 74 STATE HOUSE STATION, AUGUSTA, ME 04333-0074 FAX: (207) 287-2865
 Established: 1986 Telephone: (207) 287-2864
 Reference: Policy Area: 00 Umbrella: 94 Unit: 388 Citation: T0005 M.R.S.A., Sect.: 000007081

PURPOSE:

The State Civil Service Appeals Board is established to mediate grievances and disputes, and to hear and resolve classification appeals which are filed by employees of the State who are excluded from the collective bargaining process pursuant to 26 MRSA, sections 979 and 1021 to 1034.

ORGANIZATION:

On July 1, 1986, the State Civil Service Appeals Board was established to perform grievance and appeal functions formerly performed by the State Personnel Board. The Board consists of 5 members of the public who have experience in personnel management or labor relations. Appointments to the Board are made by the Governor with review by the Joint Standing Committee on State and Local Government with confirmation by the Legislature. One member of the Board is designated by the Governor as a chair. Each appointment is for a term of four years until a successor has been appointed and qualified.

PROGRAM:

The Board meets as required to hear appeals.

PUBLICATIONS:

State Civil Service Appeals Board Procedures for Appeal - Free
 May be obtained through the Office of the Commissioner of the Department of

INDEPENDENT AGENCIES - OTHER

Administrative and Financial Services.

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

MAINE COMMISSION FOR COMMUNITY SERVICE MARYALICE CROFTON, EXECUTIVE DIRECTOR

Central Office: 19 ELKINS LANE ROOM 105, AUGUSTA, ME 04330-0000
Mail Address: 105 STATE HOUSE STATION, AUGUSTA, ME 04333-0105 *FAX:*
Established: 1995 *Telephone:* (207) 624-7792
Reference: Policy Area: 00 *Umbrella:* 94 *Unit:* 578 *Citation:* T0005 *M.R.S.A., Sect.:* 000007501

PURPOSE:

The Maine Commission for Community Service (the Commission), doing business as Volunteer Maine, is the state agency partner for the Corporation for National Service. The Commission's statutory purpose and duties broaden responsibilities beyond federal initiatives. Its mission is to "foster community service and volunteerism to meet human and environmental needs." Among the assigned duties are to identify priority needs to be met by volunteer and national service; develop comprehensive plans to address issues in Maine's volunteer sector; provide technical assistance and training to national service programs; and increase collaboration among public and private sector community volunteer service organizations. The Commission makes sub-grants to community agencies to operate AmeriCorps and Climate Corps programs. The Commission also provides technical assistance and training to community volunteer organizations. It is the state lead for Service Enterprise implementation which improves the impact of organizations engaging volunteers. It is also the co-chair of the Donations Coordination Team that activates through MEMA during emergencies. The Commission operates the Maine Service Fellows, a state corps focused on the most rural areas.

ORGANIZATION:

The Commission has 24 voting-members appointed by the Governor. All serve as volunteers. Representation is directed by statute. Appointed members serve three-year, staggered terms. Voting members elect a chair from their ranks. Ex-officio members are the Commissioner of the Maine Department of Education or his/her designee and a representative of the Corporation for National Service. Commissioners are supported by a staff of 6.5 FTEs. Since July 1, 2012, the Commission's fiscal agent has been the Maine Department of Education.

PROGRAM:

The Commission managed over \$1.9 million from the Corporation for National and Community Service and \$1.5 million in non-federal resources. Grants and contracts to community agencies amounted to just under \$2.8 million to support AmeriCorps program operations, volunteer program development, technical assistance and training to leaders of volunteer programs, volunteer COVID-19 response, and more.

PUBLICATIONS:

These reports are located on the Commission's website, www.volunteermaine.gov:
- Maine Climate Corps Program
- Maine Service Fellows Program
- Annual Reports
- Strategic Plan
- 2023 National Service Programs in Maine

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

INDEPENDENT AGENCIES - OTHER

**MAINE STATE CULTURAL AFFAIRS COUNCIL
PETER MERRILL, CHAIRPERSON**

Central Office: C/O MAINE STATE LIBRARY, AUGUSTA, ME 04333-0064
 Mail Address: 64 STATE HOUSE STATION, AUGUSTA, ME 04333-0064 FAX:
 Established: 1990 Telephone: (207) 287-5631
 Reference: Policy Area: 03 Umbrella: 94 Unit: 546 Citation: T0027 M.R.S.A., Sect.: 000000552

PURPOSE:

The Maine State Cultural Affairs Council, as established in 5 MRSA, § 12004-G, subsection 7-A, shall ensure a coordinated, integrated system of cultural resources, programs and projects and shall ensure the support of cultural heritage institutions and activities of the State.

ORGANIZATION:

The Maine State Cultural Affairs Council was established in 1990 to coordinate the resources, programs and projects of the cultural agencies with statewide responsibilities. The Maine State Cultural Affairs Council consists of the chair of the Council, appointed by the Governor from one of the following boards and commissions; and the chair and vice-chair or their designees from the Maine Arts Commission, the Maine Historic Preservation Commission, the Maine Library Commission, the Maine Humanities Council, the Maine Historical Society, the Archives Advisory Board, and the Maine State Museum Commission. Non-voting members include a staff member from the Office of the Governor and the directors of the seven cultural agencies.

PROGRAM:

The Maine State Cultural Affairs Council continues to implement the charge given in 27 MRSA, section 552 by: 1) providing a forum for interagency cooperation and planning; 2) planning for coordinated budget requests for the State Cultural Agencies; 3) publishing useful information concerning statewide cultural issues; and 4) administering the New Century Community Program Fund. The Maine State Cultural Affairs Council works in coordination with Maine's locally based organizations to distribute grant funds through the New Century Community Program. The Council also works with Maine's locally based organizations to promote coordinated cultural activities, the creative economy and community revitalization.

PUBLICATIONS:

Maine State Cultural Affairs Council Annual Report

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| MAINE STATE CULTURAL AFFAIRS COUNCIL | TOTAL FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|---|------------------------------|-----------------|-----------------------------|-----------------|------------------|---------------|
| EXPENDITURES | | | | | | |
| COMPUTER SERVICES | 3,072 | 3,072 | | | | |
| CONTRACTUAL SERVICES | 12,500 | 12,500 | | | | |
| GRANTS, SUBSIDIES, PENSIONS | 13,496 | 13,496 | | | | |
| TOTAL EXPENDITURES | 29,068 | 29,068 | | | | |

INDEPENDENT AGENCIES - OTHER

MAINE ECONOMIC GROWTH COUNCIL

STEVE VON VOGT, CO-CHAIR
REPRESENTATIVE JAMES DILL, CO-CHAIR

Central Office: 2 BEECH STREET, SUITE 203, HALLOWELL, ME 04347

Mail Address: 2 BEECH STREET, SUITE 203, HALLOWELL, ME 04347 *FAX:* (207) 622-6346

Established: 1993 *Telephone:* (207) 622-6345

Reference: Policy Area: 01 *Umbrella:* 94 *Unit:* 573 *Citation:* T0010 *M.R.S.A., Sect.:* 000000929A

PURPOSE:

The Maine Economic Growth Council was established to develop, maintain and evaluate a long-term economic plan for the State. The Council's responsibilities include the development of a long-range plan, goals, benchmarks and alternative strategies for a sustainable state economy. Additionally, the Council will monitor progress in accomplishing the State's goals and benchmarks and recommend changes in the plan to reflect the dynamics of the international, national and state economy.

ORGANIZATION:

The Council's full complement is 19 members appointed for 3-year terms. The Commissioner of the Department of Economic and Community Development is a permanent member. The remaining 18 members are jointly appointed by the Governor, President of the Senate and Speaker of the House of Representatives. Fourteen members are appointed from the public to represent a broad range of expertise in areas including labor, environment, business and education, one of whom must also serve on the Maine Innovation Economy Advisory Council. Also appointed to the Council are four members of the Legislature having a demonstrated interest in economic development. A 2013 law requires that legislative membership is one senator and one representative from both the majority and minority parties.

By statute, the Council is staffed by the Maine Development Foundation.

PROGRAM:

The Council's first report, *Goals for Growth: Progress 95*, was released in fiscal year 1995 and proposed to monitor progress in six key areas: Innovative Businesses, Productive Workers/Reward Employment, Vital Communities, Healthy Natural Resources, Efficient Government and State-of-the-Art Infrastructure. *Measures of Growth 97* identified 57 benchmarks in the six areas, with subsequent reports tracking and evaluating Maine's performance on these indicators. Since those initial reports, the Council has constantly modified and refined the core product to ensure it is measuring the key indicators of Maine's economy, using the best available data to provide a clear and comprehensive evaluation of the most critical factors affecting Maine's economy. The 2021 report released in December 2021 added two additional metrics (Labor Force Participation and Entrepreneurship) for a total of 30 benchmarks. It was also accompanied by improved web and mobile presentation of the content. The 2022 *Measures of Growth* report released in November 2022, added Mental & Behavioral Health for a total of 31 indicators. The Council distributes the *Measures of Growth* report widely and conducts briefings for organizations and agencies statewide. The Maine Development Foundation uses the *Measures* to inform its broader work and to anchor the Policy Leaders Academy for legislator economic education. The Council has also informed and aligned progress reporting and insights to the 10-Year Economic Development Strategy, developed in 2019 by Department of Economic and Community Development (DECD) with Council input and collaboration. A refresh of the Strategy with Council input, is pending for late 2023.

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

INDEPENDENT AGENCIES - OTHER

**BOARD OF EMERGENCY MUNICIPAL FINANCE
JEROME GERARD, STATE TAX ASSESSOR**

Central Office: 51 COMMERCE DRIVE, AUGUSTA, ME 04330
Mail Address: 24 STATE HOUSE STATION, AUGUSTA, ME 04333-0024 *FAX:* (207) 287-3618
Established: 1954 *Telephone:* (207) 624-9620
Reference: Policy Area: 00 *Umbrella:* 94 *Unit:* 319 *Citation:* T0030A *M.R.S.A., Sect.:* 000006101

PURPOSE:

To enable municipalities that have fallen into financial difficulties to receive assistance from the State, to be reestablished on a sound financial basis and to assure collection of taxes due from those municipalities to the State.

ORGANIZATION:

The Commissioner of the Department of Administrative and Financial Services, the State Treasurer and the State Tax Assessor compose the Board of Emergency Municipal Finance.

PROGRAM:

Any municipality that is financially unable to provide for its direct relief and work programs or its contributory share of public assistance programs of any nature, may apply to the Department of Health and Human Services for funds from the State for that purpose. The municipal officers must apply in writing and send a copy of the application to the Board. Prior to the expenditure of such funds, the affairs of the municipality must be taken over by the Board.

If a municipality falls one year and six months behind in the payment of its taxes to the State, defaults on any bond issue or payment of interest due, or neglects to pay school and other salaries due and has received funds from the State in support of its poor, the Board may audit or investigate the financial condition of the municipality. If after the audit or investigation the Board finds it necessary it may, by a majority vote, take over local government.

Once the Board takes control, a return to municipal self-governance requires repayment of relevant debts and a finding by the Board or its appointee that the financial affairs of the municipality may be resumed under local control.

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

**STATE EMERGENCY RESPONSE COMMISSION
PETER ROGERS, CHAIRPERSON**

WATS: (800) 452-8735

Central Office: 45 COMMERCE DRIVE, AUGUSTA, ME 04330
Mail Address: 72 STATE HOUSE STATION, AUGUSTA, ME 04333-0072 *FAX:* (207) 287-3178
Established: 1987 *Telephone:* (207) 624-4400
Reference: Policy Area: 06 *Umbrella:* 94 *Unit:* 410 *Citation:* T0037B *M.R.S.A., Sect.:* 000000792

PURPOSE:

The State Emergency Response Commission (the SERC) oversees the implementation of a comprehensive program of planning and training for effective emergency response to releases of hazardous materials.

The SERC facilitates and coordinates the development of statewide plans implemented for comprehensive and effective response to hazardous materials emergencies for the safety and well-being of people and the environment.

ORGANIZATION:

The SERC is composed of 14 members. The Director of the Maine Emergency Management Agency serves as the chair. Other members include the Commissioners of

INDEPENDENT AGENCIES - OTHER

the Departments of Environmental Protection, Health and Human Services, Labor and Transportation or designees, the Director of the Office of Emergency Medical Services or designee, the Chief of the State Police or designee, 4 gubernatorial appointees, 2 appointed by the Speaker of the House of Representatives and an environmental organization representative of the general public appointed by the President of the Senate.

PROGRAM:

The SERC in support of its vision and mission statement has developed a three-pronged approach to its goals. First, under federal and state law it monitors the performance of facilities that store or use large volumes of hazardous substances. This includes receiving annual inventory reports, assisting facilities in developing emergency plans, reviewing emergency plans and collecting information relating to spills of hazardous substances at facilities.

Second, the SERC provides support to Local Emergency Planning Committees (LEPCs) that are required under federal law to develop plans in the event of an accidental release of a hazardous substance. This assistance may be either in the form of grants to enable LEPCs to hire assistance in completing the plan or technical support as it relates to risk assessment and hazard analysis.

Third, as part of the mission to protect the public and environment, the SERC supports several Regional Response Teams (RRTs) and Decontamination Strike Teams (DSTs). These teams, who receive funds through both SERC special revenue and Homeland Security Grants for both training and equipment, are placed strategically throughout the State of Maine in such a manner that they can respond to quickly assess and mitigate any accidental or intentional release of hazardous substances.

The SERC also supports an aggressive campaign of education of Maine's first responders by providing training grants to communities. These programs may include Hazardous Materials Awareness and Operations and Technician level courses along with several other specialized programs.

PUBLICATIONS:

LEPC Guidance
Model Plans
Emergency Planning Guidance
Emergency Response Guidebooks

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

KIM WALLACE ADAPTIVE EQUIPMENT LOAN PROGRAM FUND BOARD

**JILLIAN SAUCIER, CHAIR
HALEIGH DUMONT, CLERK, ALPHA ONE**

Central Office: C/O ALPHA ONE, 127 MAIN ST., SOUTH PORTLAND, ME 04106-2648
Mail Address: PO BOX 10238, PORTLAND, ME 04104 *FAX:* (207) 799-8346
Established: 1988 *Telephone:* (207) 810-7376
Reference: Policy Area: 05 Umbrella: 94 Unit: 178 Citation: T0010 M.R.S.A., Sect.: 000000373

PURPOSE:

To help people with disabilities become more independent and productive members of the community. The program makes available direct loans to borrowers at tiered interest rates and terms that are specifically tailored to meet the financial needs of individual borrowers. Business entities may also borrow from the fund to help make businesses accessible to individuals with disabilities.

INDEPENDENT AGENCIES - OTHER

ORGANIZATION:

The Kim Wallace Adaptive Equipment Loan Program Fund Board consists of nine members. Seven members are appointed by the Governor and confirmed by the Maine Legislature. Of these members, one must be an experienced consumer lender; one must be a certified public accountant; and the remaining five must be people with a range of disabilities. The Director of the Bureau of Rehabilitation Services within the Department of Labor or the Director's designee and the Treasurer of the State of Maine or the Treasurer's designee also serve on the Board.

The Board currently contracts with Alpha One, a nonprofit community-based agency offering services to persons with disabilities, to provide initial assistance to program applicants and help determine the appropriateness of the equipment to be purchased.

PROGRAM:

The program provides flexible term loans to assist people with disabilities become more productive members of the community. Businesses may also borrow from the fund to make their facilities more accessible to people with disabilities and to make physical and structural changes necessary to allow a business to hire individuals with disabilities.

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

COMMISSION ON GOVERNMENTAL ETHICS AND ELECTION PRACTICES

JONATHAN WAYNE, EXECUTIVE DIRECTOR
WILLIAM J. SCHNEIDER, ESQ., CHAIR

Central Office: 45 MEMORIAL CIRCLE, AUGUSTA, ME 04330

Mail Address: 135 STATE HOUSE STATION, AUGUSTA, ME 04333-0135 *FAX:* (207) 287-6775

Established: 1976

Telephone: (207) 287-4179

Reference: Policy Area: 00 *Umbrella:* 94 *Unit:* 270 *Citation:* T0001 *M.R.S.A., Sect.:* 000001002

Average Counts-All Positions: 6.000

Legislative Count: 6.00

PURPOSE:

The Commission on Governmental Ethics and Election Practices (the Commission) is an independent commission established to guard against corruption or undue influencing of the election process and against misconduct or the appearance of misconduct by Legislators.

The general duties of the Commission are to investigate and make advisory recommendations to the appropriate body of the Legislature of any apparent violations of the ethical standards set by the Legislature; to issue advisory opinions and guidelines on problems or questions involving possible conflict of interest in matters under consideration by, or pertaining to, the Legislature; and to administer the sources of income disclosure law.

Additional responsibilities of the Commission are to administer and investigate any violations of the requirements for campaign reports and campaign financing, including the provisions of the Maine Clean Election Act (MCEA); to conduct biennially, in conjunction with the Attorney General and the Chair of the Legislative Council, an ethics seminar for Legislators; to administer the lobbyist disclosure laws, and to administer and ensure effective implementation of the MCEA.

ORGANIZATION:

The Commission, established by 5 MRSA, section 12004-G, §33, consists of five members appointed by the Governor from nominee lists submitted by Legislative Leadership. Appointees are subject to review by the joint standing committee of the Legislature having jurisdiction over legal affairs and confirmation by the Senate.

INDEPENDENT AGENCIES - OTHER

No more than two members may be enrolled in the same political party. Each member serves a three-year term. A person may not be appointed to the Commission who is a member of the Legislature or who was a member of the previous Legislature, or who was a declared candidate for an elective county, state or federal office within two years prior to the appointment, or who holds an elective county, state or federal office, or who is an officer, director, employee or primary decision maker of a party committee, political action committee (PAC) or candidate committee authorized under 21-A MRSA, §1013-A(I)(B).

Pursuant to 1 MRSA, section 1006, the Commission may call for the aid or assistance in the performance of its duties on the Attorney General, Secretary of State, Office of the State Auditor, or any law enforcement agency in Maine.

PROGRAM:

Advisory Opinion, Notices, and Report Audits: During FY23, the Commission conducted regular public meetings, issued informal advisory opinions, and its staff rendered oral advice regarding the interpretation of the statutes administered by the Commission. The staff distributed filing notices to all candidates, PACs, ballot question committees (BQC), and lobbyists with reporting or disclosure obligations and processed reports filed by those reporting entities. Additionally, the staff conducted compliance reviews and limited audits of the reports of candidates, PACs, BQCs, and lobbyists.

Complaints, Late Filings, Penalties: During FY23, the Commission investigated complaints and ruled on the lateness of filings concerning candidate campaigns, party committees, PACs, BQCs, and lobbyists. The Commission referred cases to the Attorney General for appropriate action regarding the failure to pay penalties for the late filing of reports or the failure to file reports.

Opinions, Lawsuits, Fees: The Commission considered requests for the waiver of certain statutory requirements by candidates, lobbyists, PACs, and political party committees and issued guidance on the interpretation of statutes and rules subject to the Commission's jurisdiction.

PUBLICATIONS:

The Commission distributes copies of the governmental and legislative ethics laws, lobbyist disclosure procedures, campaign reports and finance laws for candidates, the laws governing PACs and BQCs, the Maine Code of Fair Campaign Practices, and the MCEA. Other publications include: filing schedules, registrations, and reporting forms for lobbyists, PACs, BQCs, party committees, and candidates for state and county; sources of income statements for Legislators and legislative candidates and executive branch officials; rosters of registered PACs and BQCs, lobbyists, and candidates/treasurers; candidate compliance manuals; summaries of campaign contributions/expenditures; and an annual report of lobbyist compensation.

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| COMMISSION ON GOVERNMENTAL ETHICS AND ELECTION PRACTICES | TOTAL | | | | | |
|---|---------------------|-----------------|-----------------------------|-----------------|------------------|---------------|
| | FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
| EXPENDITURES | | | | | | |
| SALARIES & WAGES | 475,161 | 222,647 | 252,514 | | | |
| HEALTH BENEFITS | 112,066 | 51,962 | 60,104 | | | |
| RETIREMENTS | 120,964 | 56,670 | 64,294 | | | |
| OTHER FRINGE BENEFITS | 11,343 | 5,240 | 6,103 | | | |
| COMPUTER SERVICES | 160,512 | | 160,512 | | | |
| CONTRACTUAL SERVICES | 90,493 | 4,266 | 86,227 | | | |
| RENTS | 69,615 | | 69,615 | | | |
| COMMODITIES | 2,569 | | 2,569 | | | |
| GRANTS, SUBSIDIES, PENSIONS | 2,048,882 | | 2,048,882 | | | |
| TRANSFER TO OTHER FUNDS | 14,979 | | 14,979 | | | |
| TOTAL EXPENDITURES | 3,106,584 | 340,785 | 2,765,799 | | | |

FINANCE AUTHORITY OF MAINE

CARLOS R. MELLO, CEO
RICHARD L. TRAFTON, ESQ., CHAIR

Central Office: C/O FAME, 5 COMMUNITY DR., AUGUSTA, ME 04330-0000
Mail Address: PO BOX 949, AUGUSTA, ME 04332-0949 *FAX:* (207) 623-0095
Established: 1983 *Telephone:* (207) 623-3263
Reference: Policy Area: 01 Umbrella: 94 Unit: 457 Citation: T0010 M.R.S.A., Sect.: 000000964

PURPOSE:

The Finance Authority of Maine (FAME), a quasi-independent state agency, is Maine's business and higher education finance authority. FAME's mission is to provide financial solutions that help Maine people achieve their business and higher educational goals.

FAME initially was established in 1983 as Maine's business finance agency. In that role, FAME was charged with supporting the start-up, expansion and growth of Maine businesses by working with Maine's banking community to improve access to capital. FAME provides direct loans, loan insurance, tax credits, bonds, and other programs to help Maine businesses grow. In 1990, FAME's mission was significantly expanded by the Maine Legislature when it assumed responsibility for administering the State's higher education finance and outreach programs.

Through grants, loans, loan repayment, and other programs, FAME helps students and their families meet the costs associated with higher education. FAME administers Maine's Section 529 Education Savings Program, NextGen 529, and oversees outreach and financial education activities that are designed to encourage Maine people to aspire to and pursue higher education.

FAME works to grow the number of Maine residents with quality in-state jobs by deploying financial resources needed to obtain relevant postsecondary education and increase economic development. FAME accomplishes its mission by working closely with the State's higher education, commercial lending, economic development and business communities, as well as the Governor and Maine Legislature, in the formulation and implementation of financial services and programs that help fill gaps that exist in Maine's capital.

ORGANIZATION:

FAME is overseen by a fifteen-member board of directors that has the following makeup: two members with experience in natural resource-based enterprises; two veterans; one certified public accountant; one commercial lender; one attorney; one member with expertise in student financial aid; one member knowledgeable in the field of higher education; three members at-large; three state officials, including the Commissioner of Economic and Community Development, a natural resource agency commissioner and the State Treasurer.

Members of the FAME Board are appointed by the Governor and are subject to review and confirmation by the Maine Legislature. Each member, other than the state officials, serves for a term of four years, with a maximum of two four-year terms possible. The Chief Executive Officer is appointed by the Governor for a four-year term, subject to review and confirmation by the Maine Legislature, to supervise and direct the administrative and technical activities of FAME on a day-to-day basis.

PROGRAM:

BUSINESS FINANCE: FAME administers and oversees programs that may be utilized individually or in combination with other financing mechanisms to assist business development in Maine. These programs include: Commercial Loan Insurance Program; OnLine Answer Program; FAME Direct Loan Program; Regional Economic Development Revolving Loan Program; Linked Investment Program for Commercial Enterprises; Linked Investment Program for Agriculture; Maine Seed Capital Tax Credit Program; Maine New Markets Capital Investment Tax Credit Program; and various bond financing programs.

Additionally, the following programs are administered in conjunction with other state departments or agencies: Agricultural Marketing Loan Program; Dairy Improvement Fund; Potato Marketing Improvement Fund Program; Maine Rural

INDEPENDENT AGENCIES - OTHER

Development Authority; Nutrient Management Loan Program; and Compliance Assistance Loan Program.

EDUCATION FINANCE AND OUTREACH: FAME maintains and administers the following federal and state higher education finance and outreach programs: Maine State Grant Program; Educators for Maine Program; Maine Education Savings Program (NextGen 529); Maine Dental Education Loan and Loan Repayment Programs; the Harold Alfond College Challenge; Maine Health Professions Loan and Loan Repayment Programs; the Doctors for Maine's Future Scholarship Program; Maine Veterinary Medicine Loan Program; Tuition Waiver Programs; The Maine Loan; Alfond Leaders Program; Foreign Credentialing and Skills Development Grant Program; and financial education.

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| FINANCE AUTHORITY OF MAINE | TOTAL | | | | | |
|-----------------------------|-------------------|-------------------|-----------------------|--------------|------------------|------------|
| | FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
| GRANTS, SUBSIDIES, PENSIONS | 42,135,126 | 28,320,394 | 12,784,743 | | 1,029,989 | |
| TOTAL EXPENDITURES | 42,135,126 | 28,320,394 | 12,784,743 | | 1,029,989 | |

**ADVISORY COMMITTEE ON MEDICAL EDUCATION
VACANT , CHAIR
LYNN DALEY, CLERK, FAME**

Central Office: C/O FAME, 5 COMMUNITY DR., AUGUSTA, ME 04330-0000
 Mail Address: PO BOX 949, AUGUSTA, ME 04332-0949 FAX: (207) 623-0095
 Established: 1992 Telephone: (207) 623-3263
 Reference: Policy Area: 01 Umbrella: 94 Unit: 093 Citation: T0020A M.R.S.A., Sect.: 000012106

PURPOSE:

The Advisory Committee on Medical Education advises the Chief Executive Officer of the Finance Authority of Maine (FAME) in the development of initiatives that address the medical education needs of the State.

ORGANIZATION:

The Committee consists of eighteen members: fourteen of these are appointed by FAME's CEO and are subject to approval by the Legislature's Joint Standing Committee on Education and Cultural Affairs. Representatives of the following entities are included: a major statewide agency representing allopathic physicians; a major statewide agency representing osteopathic physicians; a major statewide agency representing family physicians; a major statewide agency representing hospitals; a major statewide agency representing community health centers; an association of commercial health insurance companies doing business in the State; a statewide area health education center program; two at-large members; a chief executive of a family practice residency in Maine; a Maine student, resident or practicing physician who has obtained a position secured by the authority at an institution of allopathic medical education or obtained a Doctors for Maine's Future Scholarship; a Maine student, resident or practicing physician who has obtained a position secured by the authority at an institution of osteopathic medical education or obtained a Doctors for Maine's Future Scholarship; and representatives of each Maine-based medical school at which students have received Doctors for Maine's Future scholarships.

Other committee members include: the Commissioner of the Department of Health and Human Services or the Commissioner's designee; three at-large members from areas of the State lacking reasonable access to health care: one appointed by the Governor, one appointed by the President of the Senate and one appointed by the Speaker of the House of Representatives, all of whom are subject to approval by the Legislature's Joint Standing Committee on Education and Cultural Affairs.

INDEPENDENT AGENCIES - OTHER

PROGRAM:

The Committee provides guidance for the administration of the Health Professions Loan Programs and the Doctors for Maine's Future Scholarship Program, including recommendations for the future needs of the programs, and the development of incentives to practice in underserved areas.

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

MAINE HEALTH AND HIGHER EDUCATIONAL FACILITIES AUTHORITY

TERRY HAYES, EXECUTIVE DIRECTOR

Central Office: 127 COMMUNITY DRIVE, AUGUSTA, ME 04330

Mail Address: 127 COMMUNITY DRIVE, AUGUSTA, ME 04338

Established: 1971

Reference: Policy Area: 00 Umbrella: 94 Unit: 336 Citation: T0022

FAX: (207) 623-5359

Telephone: (207) 622-1958

M.R.S.A., Sect.: 000002054

PURPOSE:

To assist private nonprofit hospitals, nonprofit nursing homes, community health facilities, for-profit nursing and boarding homes, and private, nonprofit institutions for higher education within the State of Maine in both short and long-term financing for the construction and equipping of health-care and educational facilities, and the refinancing of existing indebtedness by providing financial advisory services and access to the tax-exempt and taxable bond markets.

ORGANIZATION:

The Authority consists of 12 members, including the Treasurer of the State, the Commissioner of Health and Human Services, the Commissioner of Education and the Superintendent of Financial Institutions, who serve as ex officio members, and eight other members, who are residents of the State of Maine and are appointed by the Governor, for terms of five years. The Authority shall annually elect one of its members as chairman and one as vice-chairman, and shall also appoint an Executive Director who shall not be a member of the Authority, who shall serve at the pleasure of the Authority and is responsible for the day-to-day activities of the Authority. The Executive Director also serves as both the secretary and treasurer of the Authority.

PROGRAM:

Bonds, notes or any other obligations of the Authority while utilizing the moral obligation reserve fund makeup of the State do not constitute an obligation of the State of Maine or any political subdivision within the State. Each bond issue of the Authority is secured solely by revenues derived from the project financed by the proceeds of said issue. Bonds of the Authority may be secured by a gross pledge of the revenues derived from the project. In addition, the Authority may take title to the project and lease it back to the hospital, nursing or boarding home, or institution for higher education or may take a mortgage on the project. Each health-care facility or institution for higher education agrees, among other things, to pay the Authority sufficient monies at all times to pay principal and interest on outstanding bonds.

During fiscal year 2023, the Authority issued \$85,760,000 in General Resolutions conduit debt on behalf of its borrowers which is not debt of the Authority or moral obligation debt of the State of Maine. During Fiscal year 2023 the Authority issued \$85,585,000 of reserve resolution moral obligation debt.

The Authority does not receive any appropriation from the State. It derives its revenue from fees charged to participating eligible borrowers using its financing capabilities. The Authority charged origination and loan servicing fees based on type of loan, financing, and borrower.

INDEPENDENT AGENCIES - OTHER

PUBLICATIONS:

Annual Report - Audit

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

MAINE HISTORIC PRESERVATION COMMISSION KIRK MOHNEY, DIRECTOR

Central Office: 55 CAPITOL ST, AUGUSTA, ME 04330
Mail Address: 65 STATE HOUSE STATION, AUGUSTA, ME 04333-0065 *FAX:* (207) 287-2335
Established: 1971 *Telephone:* (207) 287-2132
Reference: Policy Area: 03 *Umbrella:* 94 *Unit:* 089 *Citation:* T0027 *M.R.S.A., Sect.:* 000000502
Average Counts-All Positions: 16.231 *Legislative Count:* 12.00

PURPOSE:

The Maine Historic Preservation Commission (the Commission) works to preserve the architectural, historic, and environmental heritage of the people of the State, and to develop and promote the cultural, educational, and economic benefits of these resources.

ORGANIZATION:

The Commission was created by the 105th Legislature in 1971 as an Independent State Commission. In 1973, the Commission was placed in the Department of Educational and Cultural Services for administrative purposes, and in 1979 it became a bureau of the Department. In 1990 the 114th Legislature established the Commission as an independent agency.

The Commission consists of eleven members made up as follows: Commissioner or representative of the departments of Transportation and Agriculture, Conservation and Forestry; and nine representatives from among the citizens of Maine, one of whom must be elected chair and one of whom must be elected vice-chair. Among the public members, all of whom are appointed by the Governor, there must be at least one prehistoric archaeologist, one historic archaeologist, one historian, one architectural historian, and one architect. The term of office of each member is 5 years. Each member serves for the term of the member's appointment and thereafter until the member's successor is appointed; but in any event no more than 2 consecutive terms. All vacancies are filled for the balance of the unexpired term in the same manner as the original appointments.

PROGRAM:

The Commission administers the National Historic Preservation Act of 1966 in the State of Maine. The program includes the following activities: Historic Preservation Planning; National Register of Historic Places, Preservation Tax Incentives; Survey and Inventory; Development, Acquisition and Covenants; Review and Compliance; and Local Government Certification. Agency staff provides guidance and advice to governmental agencies, organizations, and individuals in the area of historic preservation. During fiscal year 2023, the Commission provided Historic and Archaeological resource data to 47 municipalities for use in the development of local comprehensive plans; expanded the National Register of Historic Places by 5 individual buildings, 2 structures, 1 object, and 3 historic districts; reviewed the Part 1, 2 and/or 3 of 35 tax credit applications leading to the certification of 4 historic rehabilitation projects with a total value of over \$27 million dollars; added 579 properties to the Maine Historic Resources Inventory; and reviewed nearly 2,100 projects to evaluate their impact on historic properties.

LICENSES:

Pursuant to 27 MRSA §374, any party wishing to excavate a protected archaeological site (listed in the National Register of Historic Places which is state-owned or is subject to a preservation agreement between the landowner and the Commission), must apply for an Excavation Permit to the Director of the Commission with a written research proposal. If a site which is not state-owned

INDEPENDENT AGENCIES - OTHER

is involved, permission to excavate in writing from the landowner must accompany the permit application. If an Excavation Permit is granted, it must be co-signed by the Director of the Commission, the Director of the Maine State Museum, and (if involving a state-owned site) the Director of the agency with primary jurisdiction.

PUBLICATIONS:

Heritage For The Future, 2016-2021 Edition: Maine's Statewide Historic Preservation Plan.

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| MAINE HISTORIC PRESERVATION COMMISSION | TOTAL | | SPECIAL | | HIGHWAY | FEDERAL | MISC |
|---|------------------|----------------|----------------|-------|---------|----------------|-------|
| | FOR | GENERAL | REVENUE | FUNDS | | | |
| EXPENDITURES | FUNDS | FUND | FUNDS | FUNDS | FUND | FUNDS | FUNDS |
| SALARIES & WAGES | 775,712 | 256,299 | 160,058 | | | 359,355 | |
| HEALTH BENEFITS | 180,353 | 52,100 | 48,367 | | | 79,886 | |
| RETIREMENTS | 182,628 | 62,786 | 35,606 | | | 84,236 | |
| OTHER FRINGE BENEFITS | 17,012 | 5,232 | 3,511 | | | 8,269 | |
| COMPUTER SERVICES | 30,855 | 6,285 | 6,525 | | | 18,045 | |
| CONTRACTUAL SERVICES | 92,890 | 20,169 | 24,351 | | | 48,370 | |
| COMMODITIES | 7,951 | 840 | 622 | | | 6,489 | |
| GRANTS, SUBSIDIES, PENSIONS | 235,975 | 100,000 | | | | 135,975 | |
| TRANSFER TO OTHER FUNDS | 65,077 | | 20,540 | | | 44,537 | |
| TOTAL EXPENDITURES | 1,588,453 | 503,711 | 299,580 | | | 785,162 | |

**MAINE HUMAN RIGHTS COMMISSION
KIT THOMSON CROSSMAN, ACT. EXECUTIVE DIRECTOR
VACANT , OPERATIONS DIRECTOR**

Central Office: 19 UNION STREET, AUGUSTA, ME 04330
Mail Address: 51 STATE HOUSE STATION, AUGUSTA, ME 04333-0051 *FAX:* (207) 624-8729
Established: 1972 *Telephone:* (207) 624-6290
Reference: Policy Area: 06 *Umbrella:* 94 *Unit:* 348 *Citation:* T0005 *M.R.S.A., Sect.:* 000004561
Average Counts-All Positions: 13.500 *Legislative Count:* 13.50

PURPOSE:

The Maine Human Rights Commission (the Commission) was established to investigate and prevent discrimination in employment, housing, education, access to public accommodations, or extension of credit on account of actual or perceived race, color, sex, sexual orientation or gender identity, physical or mental disability, religion, ancestry, or national origin; in employment, discrimination on account of actual or perceived age, familial status, and genetic predisposition; in housing, discrimination on account of actual or perceived source of income and familial status; in public accommodations, discrimination on account of actual or perceived age; and in extension of credit, on account of actual or perceived age and marital status. The Maine Human Rights Act also prohibits discrimination in employment because an employee asserted a right with a prior employer under the Workers' Compensation Act, prohibits retaliation in employment because an employee reported unsafe or unlawful activity in the workplace under the Whistleblower's Protection Act, and prohibits discrimination in housing and employment because a person sought and received an order of protection under Title 19-A, section 4007.

ORGANIZATION:

The Commission was enacted in 1971, with its provisions becoming effective in 1972, to promote the full enjoyment of human rights and personal dignity by all inhabitants of the State of Maine. The Commission shall have no more than 5 members, no more than 3 of the members may be of the same political party. The members are appointed for terms of 5 years each by the Governor, subject to review by the joint standing committee of the Legislature having jurisdiction over judiciary matters and confirmation by the Legislature. The Governor shall

INDEPENDENT AGENCIES - OTHER

designate one member to be the chair. The Commission has the power to establish and maintain a principal office and other such offices within the State as it deems necessary; meet and function at any place within the State; appoint a full-time executive director and counsel to the Commission; and appoint other personnel including, but not limited to, investigators, attorneys, compliance personnel and secretaries, as it deems necessary.

PROGRAM:

DISCRIMINATION COMPLAINTS. During fiscal year 2023, 683 new complaints were filed with the Commission and the Commission closed 654 cases. After updating inventory data, there were 789 cases active at the end of fiscal year 2023.

LITIGATION. The Commission is represented in the courts of the State of Maine by the Commission's own counsel.

PUBLIC EDUCATION AND INFORMATION. The Commission issues information on its website and in other publications and speaks to groups (upon request and otherwise), when possible, in an effort to educate people about the provisions and remedies under the Maine Human Rights Act.

PUBLICATIONS:

Maine Human Rights Act
 Whistleblower's Protection Act
 Procedural Rules and Regulations
 "MHRA Guarantees" Poster
 Accessibility Requirements for Public Accommodations and Places of Public Employment
 Accessibility Requirements of the Maine Human Rights Commission
 Assistance Animals in Housing
 Attorney Referral Listing
 COVID-19 Information
 Employment Regulation; Employment Poster
 Equal Educational Opportunity Regulations; Procedural Rules
 Housing Applicant Inquiry Guide
 Housing Poster; Unlawful Housing Harassment Brochure
 Housing Regulations of the Maine Human Rights Commission; Housing Procedural Rule
 Learn What Inquiries Are Lawful and What Inquiries Are Not Lawful When Applying For Housing
 Pre-Employment Inquiry Guide
 Public Accommodation Regulations Relating to Handicap Discrimination in Public Conveyances
 Service Animal Guidance
 Sexual Harassment Poster; Sexual Harassment Brochure; Sexual Harassment Trainer Listing
 Sexual Orientation in Education Guidance
 Students Rights under the Maine Human Rights Act Brochure
 Multimedia: COVID-19 and Discrimination PSA Video; COVID-19 and the Maine Human Rights Act Video

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| MAINE HUMAN RIGHTS COMMISSION | TOTAL | | | | | |
|-------------------------------|------------------|------------------|----------------|----------------|----------------|--------------|
| | FOR | GENERAL | SPECIAL | HIGHWAY | FEDERAL | MISC |
| EXPENDITURES | FUNDS | FUND | REVENUE | FUND | FUNDS | FUNDS |
| SALARIES & WAGES | 963,278 | 729,657 | | | 233,621 | |
| HEALTH BENEFITS | 227,520 | 167,928 | | | 59,592 | |
| RETIREMENTS | 193,145 | 139,801 | | | 53,344 | |
| OTHER FRINGE BENEFITS | 29,842 | 25,052 | | | 4,790 | |
| COMPUTER SERVICES | 40,311 | 40,064 | | | 247 | |
| CONTRACTUAL SERVICES | 69,585 | 34,118 | 24,785 | | 10,682 | |
| COMMODITIES | 4,129 | 2,137 | | | 1,992 | |
| TRANSFER TO OTHER FUNDS | 22,903 | 498 | 134 | | 22,271 | |
| TOTAL EXPENDITURES | 1,550,713 | 1,139,255 | 24,919 | | 386,539 | |

INDEPENDENT AGENCIES - OTHER

MAINE INDIAN TRIBAL-STATE COMMISSION
NEWELL LEWEY, CHAIR
JILL TOMPKINS, EXECUTIVE DIRECTOR

Central Office: 10 COMMISSARY POINT ROAD, TRECSCOTT, ME 04652
Mail Address: PO BOX 35, WHITING, ME 04691
Established: 1980
Reference: Policy Area: 00 Umbrella: 94 Unit: 409 Citation: T0030

FAX:
Telephone: (207) 271-7762
M.R.S.A., Sect.: 000006212

PURPOSE:

The Maine Indian Tribal-State Commission was created as part of the Maine Implementing Act of 1980 to "continually review the effectiveness of this Act and the social, economic, and legal relationship between the Houlton Band of Maliseet Indians, Passamaquoddy Tribe and the Penobscot Indian Nation and the State." The Commission also has a number of specific mandates, including the promulgation of fishing regulations on certain bodies of water and making recommendations concerning the acquisition of lands to be placed in trust for the Passamaquoddy Tribe and Penobscot Indian Nation.

ORGANIZATION:

The Commission consists of appointees from all parties to the Maine Indian Land Claims Settlement. Six of its members are appointed by the Governor of Maine and confirmed by the Legislature; two are appointed by the Houlton Band of Maliseet Indians; two are appointed by the Passamaquoddy Tribe; two are appointed by the Penobscot Indian Nation; and the thirteenth, who is the chairperson, is selected by the twelve appointees.

The Commission's budget is primarily comprised of State and Tribal appropriations. The Commission is authorized by statute to seek funding from any source including grants and gifts. The Commission does from time to time receive grants, gifts, and miscellaneous income. The Commission is staffed by one full-time Executive Director and one full-time projects coordinator.

PROGRAM:

The Commission's overriding priorities include monitoring the compliance by the parties to the Maine Indian Claims Settlement as reflected in the Maine Indian Claims Settlement Act (MICSA - 25 USCS § 1721) and Maine Implementing Act (MIA - 30 MRSA §6201); offering information, analysis, and findings concerning disputed provisions of MICSA and MIA; strengthening tribal-state relations; deepening the understanding by tribal and state leaders of the key concepts and issues underlying both the Settlement and ongoing Wabanaki-Maine relations; promoting a relationship between the State and Tribes that is based on open communications and mutual trust and respect; and increasing the public's understanding and appreciation of the Wabanaki Peoples. To address these overriding priorities, the Commission conducts ongoing diplomatic efforts, undertakes research into disputed areas of the Settlement, makes recommendations on issues affecting tribal-state relations, staffs the Annual Assembly of Governors and Chiefs, sponsors meetings and workshops, presents testimony, and collaborates on educational activities.

LICENSES:

None.

PUBLICATIONS:

Sea Run- A Study Regarding the Impact of Maine Policies on the Quality and Quantity of Traditional Tribal Fish Stocks and Sustenance Practices- June 2023
The Wabanaki Studies Law: 21 Years after Implementation (Joint report with the Maine Civil Liberties Union, the Wabanaki Alliance, and the Abbe Museum)- October 2022
Summary of the Maine Indian Land Claims Settlement of 1980- September 2022
The United Nations Declaration on the Rights of Indigenous Peoples: Brief History and Current Status- September 2022
Summary of Recent Positive Developments in Tribal-State Relations- June 2022
Maine Indian Tribal-State Commission Biannual Report for 2020 & 2021- January 2022

INDEPENDENT AGENCIES - OTHER

1876 Removal of Article X, Section 5 from Printed Copies of the Maine Constitution- January 2021
 The Drafting and Enactment of the Maine Indian Claims Settlement Act: Report on Research Findings- February 2017
 Roundtable to Review the Maine Indian Claims Settlement Act- September 2016
 Assessment of the Intergovernmental Saltwater Fisheries Conflict Between Passamaquoddy and the State of Maine- July 2014
 At Loggerheads: The State of Maine and the Wabanaki- January 1997
 Maine Indian Claims Settlement: Concepts, Context, and Perspectives- February 1995

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| MAINE INDIAN TRIBAL-STATE COMMISSION | TOTAL | SPECIAL | | | | MISC |
|---|----------------|----------------|---------|---------|---------|-------|
| | FOR | GENERAL | REVENUE | HIGHWAY | FEDERAL | |
| EXPENDITURES | ALL | FUND | FUNDS | FUND | FUNDS | FUNDS |
| GRANTS, SUBSIDIES, PENSIONS | 166,814 | 166,814 | | | | |
| TOTAL EXPENDITURES | 166,814 | 166,814 | | | | |

**MAINE STATE LIBRARY
LORI FISHER, STATE LIBRARIAN**

Central Office: 242 STATE STREET, AUGUSTA, ME 04330-0000
Mail Address: 64 STATE HOUSE STATION, AUGUSTA, ME 04333-0064 *FAX:* (207) 287-5615
Established: 1937 *Telephone:* (207) 287-5600
Reference: Policy Area: 03 *Umbrella:* 94 *Unit:* 075 *Citation:* T0027 *M.R.S.A., Sect.:* 000000001
Average Counts-All Positions: 43.000 *Legislative Count:* 43.00

PURPOSE:

The purpose of the Maine State Library is to provide, broaden and improve access to information in a variety of formats to citizens regardless of location of residency.

ORGANIZATION:

The Maine State Library includes Administration, Collections Development, Digital Initiatives and Promotion; Library Development; and Public and Outreach Services, Research and Innovation.

PROGRAM:

The Program of the Maine State Library (MSL) is supported by several components. Administration: This program is defined by the role of the State Librarian. As such, the State Librarian has administrative oversight of operations and programs offered by the Maine State Library. These programs include Collection Development, Digital Initiatives and Promotion; Library Development; and Public and Outreach Services, Research and Innovation. General Fund appropriations support the salary of the State Librarian, and the programs delivered by the Maine State Library. All statutory requirements of the Maine State Library are carried out by the State Librarian and through the aforementioned operational programs. Such requirements include, but are not limited to: contents and exchanges - essentially building a collection and making it available through the lending of materials statewide; ensuring an operation open to the public to conduct research and utilize numerous library resources; overseeing the collection of state agency publications; and using resources to make libraries stronger throughout Maine. The Maine State Library has three primary operating departments:

- 1) The Collections Development, Digital Initiatives and Promotion Department is responsible for the acquisition and care of over 600,000 books, serial volumes and government documents as well as other special collections belonging to the Maine State Library. The unit is responsible for activities to digitize collections items and provide online access to those materials. Staff of the division are also charged with maintaining the library website and social media accounts as well as publicizing programming and library issues to different

INDEPENDENT AGENCIES - OTHER

constituencies. Collections priorities of the Maine State Library are consistent with statutory obligations as defined in MRSA Title 27 §2 as well as the Agency's long-standing goal of serving as the State's premier library on the history, resources and publications of Maine.

2) The Library Development Department is responsible for the administration of federal Library Services and Technology Act (LSTA) programs aimed at facilitating statewide resource sharing and improved library services in Maine. The division also oversees state and federal data collection, compilation and dissemination concerning public libraries services. Specific activities of the division can be categorized as consulting services, professional development and continuing education; infrastructure; shared statewide resources; and broadband access and E-Rate.

3) The Public and Outreach Services, Research & Innovation Department oversees the development and delivery of all direct one to one service. Embracing a philosophy of service that people are at the center of the library's mission to inspire and cultivate learning, advance knowledge and nurture and strengthen communities, this department models best demonstrated service practices through direct library lending (circulation), reference, outreach (to the underserved) and innovation. Specific activities of the division can be categorized as public services; outreach services for underserved; and research and innovation.

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| MAINE STATE LIBRARY | TOTAL | | | | | |
|-----------------------------|------------------|------------------|-----------------------|--------------|---------------|------------------|
| | FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
| EXPENDITURES | | | | | | |
| SALARIES & WAGES | 2,310,839 | 1,684,161 | | | | 626,678 |
| HEALTH BENEFITS | 560,306 | 400,187 | | | | 160,119 |
| RETIREMENTS | 536,319 | 396,330 | | | | 139,989 |
| OTHER FRINGE BENEFITS | 52,418 | 36,495 | | | | 15,923 |
| COMPUTER SERVICES | 199,359 | 173,774 | | 348 | | 25,237 |
| CONTRACTUAL SERVICES | 2,003,010 | 829,177 | 556,952 | | | 616,881 |
| RENTS | 8,719 | 8,719 | | | | |
| COMMODITIES | 84,227 | 67,984 | 15,473 | | | 770 |
| GRANTS, SUBSIDIES, PENSIONS | 383,891 | 335,143 | 21,648 | | | 27,100 |
| TRANSFER TO OTHER FUNDS | 87,712 | 14 | 24,376 | | | 63,322 |
| TOTAL EXPENDITURES | 6,226,800 | 3,931,984 | 618,797 | | | 1,676,019 |

MAINE LIBRARY COMMISSION

LORI FISHER, STATE LIBRARIAN
HEIDI GRIMM, CHAIRPERSON

Central Office: 242 STATE STREET, AUGUSTA, ME 04330
Mail Address: 64 STATE HOUSE STATION, AUGUSTA, ME 04333-0064 *FAX:* (207) 287-5615
Established: 1973 *Telephone:* (207) 287-5600
Reference: Policy Area: 03 *Umbrella:* 94 *Unit:* 082 *Citation:* T0027 *M.R.S.A., Sect.:* 000000111

PURPOSE:

The purpose of the Maine Library Commission is to review recommendations of the State Librarian with regard to the policies and operations of the Maine State Library and the State's library program. The Commission also gives advice and makes recommendations with regard to the administration of federal funds. The Commission is also charged with appointing the State Librarian.

ORGANIZATION:

The commission membership must be broadly representative of the State's libraries and ensure geographic diversity and broad individual experiences and consist of the following:

- A. Two members representing public libraries;
- B. Two members representing kindergarten to grade 12 libraries;
- C. One member representing a large university library;
- D. One member representing a small college library;
- E. One member representing a community college library;
- F. One member representing a special or institution library;

INDEPENDENT AGENCIES - OTHER

- G. One member representing persons with disabilities;
- H. One member serving as a trustee for a library in the State;
- I. One member of the Maine Library Advisory Council;
- J. One member representing underserved and rural communities;
- K. One member representing a Native American community; and
- L. Two at-large members.

PROGRAM:

The Maine Library Commission held four meetings during fiscal year 2023, The Commission has monitored progress on numerous areas of special interest such as the expenditure of Institute of Museum & Library Services, Library Services & Technology Act ARPA funds, and a special committee of the Commission conducted the process to hire a new state librarian through a nationwide search.

PUBLICATIONS:

See Maine State Library at <http://www.maine.gov/msl/>

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

MAINE LOBSTER MARKETING COLLABORATIVE MARIANNE LACROIX, EXECUTIVE DIRECTOR

Central Office: 2 UNION STREET #204, PORTLAND, ME 04101

Mail Address: 2 UNION STREET #204, PORTLAND, ME 04101

Established: 2021

Reference: Policy Area: 01 Umbrella: 94 Unit: 097 Citation: T0012

FAX:

Telephone: (207) 541-9310

M.R.S.A., Sect.: 0006455-A

PURPOSE:

The Maine Lobster Marketing Collaborative markets and promotes the sale of Maine lobster in local, regional, national and world markets year-round.

ORGANIZATION:

The Maine State Legislature established the Maine Lobster Promotion Council in 1991 at the request of the Maine lobster industry. In 2013, the Maine Lobster Promotion Council was renamed the Maine Lobster Marketing Collaborative (MLMC) and funded through 2018, with subsequent legislatures funding the organization at the same level through 2021 and again through 2026. In 2022, the legislature passed a bill redirecting 20% of funds collected through the marketing surcharge to the Lobster Legal Defense Fund for a 2-year period ending June 2024. The MLMC is a public instrumentality of the State, funded primarily through assessments paid by lobster license holders, dealers and processors and managed by an 11-member Board of Directors composed of four harvesters, three dealers/processors and two public members; the Commissioner of the Department of Marine Resources and the Commissioner of the Department of Economic and Community Development (or the Commissioners' designees) serve as ex officio members.

PROGRAM:

Over the past year, MLMC worked to maintain the fishery's brand reputation while driving demand for Maine Lobster among consumer and trade customers, with a focus on the U.S. market. The marketing program employed a variety of tactics including proactive and reactive public relations, social media, digital advertising, educational outreach, trade shows and content creation. MLMC reached over 98 million consumers with messages about sustainability to help maintain confidence in the lobster brand. MLMC engaged over 2 million consumers with home-cook friendly content designed to stimulate produce usage. Consumers viewed videos with positive information about the fishery over 4 million times. MLMC drove over 17,000 potential customers to the websites of individual dealers.

INDEPENDENT AGENCIES - OTHER

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| MAINE LOBSTER MARKETING COLLABORATIVE | TOTAL FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|---------------------------------------|---------------------|--------------|-----------------------|--------------|---------------|------------|
| EXPENDITURES | | | | | | |
| GRANTS, SUBSIDIES, PENSIONS | 1,479,174 | | 1,479,174 | | | |
| TOTAL EXPENDITURES | 1,479,174 | | 1,479,174 | | | |

MAINE MOTOR VEHICLE FRANCHISE BOARD
JOHN MCCURRY, ESQ., CHAIR

Central Office: 101 HOSPITAL STREET, AUGUSTA, ME 04330 TTY: (207) 624-9105
Mail Address: 29 STATE HOUSE STATION, AUGUSTA, ME 04333-0029 FAX: (207) 624-9113
Established: 2003 Telephone: (207) 624-9131
Reference: Policy Area: 00 Umbrella: 94 Unit: 632 Citation: T0010 M.R.S.A., Sect.: 000001187

PURPOSE: The Motor Vehicle Franchise Board was established to hear and decide complaints between motor vehicle manufacturers, distributors and dealers arising under the Motor Vehicle Franchise Law.

ORGANIZATION: The Motor Vehicle Franchise Board was authorized in fiscal year 2002-03. The Board consists of seven regular members and four alternate members who are appointed by the Governor. The seventh member serves as chairperson and is appointed by the Secretary of State.

PROGRAM: The Motor Vehicle Franchise Board hears disputes between motor vehicle manufacturers, distributors and dealers.

LICENSES: The Motor Vehicle Franchise Board assesses an annual fee to fund the Board pursuant to Title 10 sections 1171-B and 1187-A of the Maine Revised Statutes, and Board Rule § 1 (2) (B).

PUBLICATIONS: Rules of the Motor Vehicle Franchise Board

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

MAINE MUNICIPAL BOND BANK
TERRY HAYES, EXECUTIVE DIRECTOR

Central Office: 127 COMMUNITY DRIVE, AUGUSTA, ME 04330 FAX: (207) 623-5359
Mail Address: 127 COMMUNITY DRIVE, AUGUSTA, ME 04330 Telephone: (207) 622-9386
Established: 1972
Reference: Policy Area: 00 Umbrella: 94 Unit: 376 Citation: T0030A M.R.S.A., Sect.: 000005951

PURPOSE: The Maine Municipal Bond Bank (the Bank) was established to reduce overall long-term borrowing costs of governmental units within the State for capital improvement projects through lower interest rates and reduced processing costs of bond issues. The Bank is empowered to issue bonds and notes in its own name and to use the proceeds therefrom to directly purchase the bonds or notes of

INDEPENDENT AGENCIES - OTHER

governmental units. The result is to combine a number of smaller bond issues into a single attractive package which the Bank then offers to the national market.

ORGANIZATION:

The Bank, established in 1972, consists of a five-member Board of Commissioners, including the Treasurer of State and the Superintendent of Financial Institutions, ex officio, and three Commissioners appointed by the Governor, for terms of three years. The Board elects one of its members as chairman and appoints an Executive Director who also serves as both secretary and treasurer.

No date appropriations are allocated to the Bank's General Bond Resolution program. The Bank pays all costs of issuance on behalf of local governmental units using the Bank's General Bond Resolution, except for local bond counsel, a prorated share of underwriters' sales commission and any negative arbitrage on the moral obligation reserve fund. Operating expenses are covered by the bond refunding savings, grant administrative fees and income from investment of operating funds.

The Bank does not receive any appropriations from the State to operate these programs but does receive administrative and/or loan servicing fees from participating eligible borrowers.

PROGRAM:

In November of 2022, bonds were issued in the General Tax-Exempt Resolution totaling \$8,705,000 that assisted 7 governmental units in financing their capital projects. In May of 2023, bonds were issued in the amount of \$30,030,000 that assisted 14 governmental units in financing their capital projects.

PUBLICATIONS:

Annual Report

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| MAINE MUNICIPAL BOND BANK | | | | | | |
|-----------------------------|-------------------|----------------|-------------------|----------------|----------------|--------------|
| | TOTAL | | SPECIAL | | | |
| | FOR | GENERAL | REVENUE | HIGHWAY | FEDERAL | MISC |
| EXPENDITURES | FUNDS | FUND | FUNDS | FUND | FUNDS | FUNDS |
| GRANTS, SUBSIDIES, PENSIONS | 41,611,485 | 69,331 | 41,542,154 | | | |
| TOTAL EXPENDITURES | 41,611,485 | 69,331 | 41,542,154 | | | |

MAINE STATE MUSEUM

BERNARD FISHMAN, MUSEUM DIRECTOR
SHEILA MCDONALD, DEPUTY DIRECTOR

Central Office: 230 STATE STREET, AUGUSTA, ME 04330
Mail Address: 83 STATE HOUSE STATION, AUGUSTA, ME 04333-0083 *FAX:* (207) 287-6633
Established: 1966 *Telephone:* (207) 287-2301
Reference: Policy Area: 03 *Umbrella:* 94 *Unit:* 073 *Citation:* T0027 *M.R.S.A., Sect.:* 000000081
Average Counts-All Positions: 21.000 *Legislative Count:* 21.00

PURPOSE:

The Maine State Museum seeks to share what is meaningful about Maine and its place in the world in order to inspire people to discover Maine's past, understand its present, and imagine its future (Mission Statement). The Museum pursues this mission through the selection, preservation, research, and educational use of objects and information representing the compelling significance of Maine's natural and cultural heritage. Located in Augusta, the museum maintains collections comprising some 800,000 items representing the full range of Maine's archaeological, cultural, and environmental history. Museum exhibits in the Cultural Building are presently closed because of a major renovation project there, though museum work proceeds in the State House and

INDEPENDENT AGENCIES - OTHER

Blaine House and internally through planning substantial new exhibits; the development and delivery of on-line educational programs; collections management; publications; and research. The museum expects to re-open to the on-site public in late 2025.

ORGANIZATION:

The Maine State Museum, established by the legislature in 1836, is the nation's oldest state museum. Re-established several times, in 1965 it became an autonomous agency of state government under its own Commission, and moved into Augusta's new Cultural Building in 1971. It operates three off-site collections storage locations. Since 2020 it has been closed to the public for a massive Cultural Building renovation project directed by the Bureau of General Services. In fiscal year 2023 considerable museum staff time was devoted to renovation-related care and moving of collections, and to the monitoring of ongoing Cultural Building construction.

PROGRAM:

EDUCATION: Temporarily lacking on-site programming or exhibits, the museum has developed online live public educational programs and off-site live outreach engagements about Maine history, natural science, and other topics reaching 3,200 people in FY23. In FY23 the museum organized 469 State and Blaine House tours serving 5,971 visitors and the museum had a total virtual visitation of 212,345. Programs offered include teacher training workshops; primary source resources using museum collections; live online class and other presentations; and videos on exhibits and many other topics. A digital State House tour neared completion and planning continued for the Lunder Education Center and for two new major exhibits: Meet Maine Here and Whales. There were 21 full-time equivalent museum staff positions in FY23 and the separate but affiliated Friends organization had 1.3 FTE positions.

COLLECTIONS: Online history and archival cataloging projects advanced. Nearly 1,000 museum objects were added to the online, publicly accessible database. In FY23 museum collections added over 40 history accession groups comprising approximately 350 separate objects and 30 linear feet of archival collections such as manuscripts, books, correspondence, publications, family histories, etc. and about 800 photographs. Some highlights include slides of one of the last log drives on the Kennebec, 1975; 1783 Samuel Sewall letter describing celebrations in Bath following the end of the American Revolution; two mid-19th c. Wabanaki utilitarian baskets, noteworthy for rarity and condition; Portrait painted by Jack Havey in 1999 of hunting guide Harry 'Buster' Prout; tall case clock made about 1810 by Samuel Aspinwall of Pittston; and Maine's oldest dated quilt (1804). During FY23 the museum loaned some 50 objects to borrowers that included the US Navy, the Harvard Peabody Museum, a museum consortium in Madrid (Spain), and the Maine Mineral and Gem Museum. In the Natural Science/Archaeology Division, visiting and resident researchers investigated pre-historic and Ceramic period Native American sites and the archaeology of the the brigantine sailing warship Defence built in 1779, artifacts from which are being prepared for new museum exhibits. The long-running exhibit Back to Nature was retired and removed to make way for the museum's new whale exhibit. The hiring of a new natural science collections manager allowed for improvements in the general collection organization and intensified work on the State's entomological holdings (that received new incoming specimens), new donated cabinetry, and over 1000 hours of volunteer assistance. The Historical Records of Indians of the Far Northeast project was completed through a \$40,000 Mellon Foundation grant and the Merrymeeting Bay Trust awarded the museum a \$38,600 grant to continue with its Pioneer archaeological project.

FRIENDS OF THE MAINE STATE MUSEUM: This independent support organization, under a new director, enacted important institutional and policy changes, held a successful first fundraising event since the end of the pandemic, received a significant gift for a Friends' permanent operational endowment, and worked with the museum on projects and planning for the 2025 re-opening.

EXHIBITS: The museum's exhibitions, past and planned, are represented on the museum website: www.mainestatemuseum.org during this period of the closure.

LICENSES:

Any person, agency or institution desiring to excavate an archaeological site on state-controlled land (including submerged lands beneath the ocean up to three miles offshore and beneath navigable rivers, lakes, and great ponds) must submit a written application for a permit to the Maine State Museum (approval must also be given by the Maine Historic Preservation Commission and the agency controlling

INDEPENDENT AGENCIES - OTHER

the property).

Any person, agency or institution desiring to use the image, design, or dimensions of any object in the Museum's collection for any purpose must submit a written application to the Museum's collections manager.

PUBLICATIONS:

Website address: www.mainestatemuseum.org

BOOKS:

Around the Kennebec Valley: the Herman Bryant Collection (Arcadia Publishing), Gay M. Grant, 2022
 Maine Quilts: 250 Years of Comfort and Community (Maine State Museum and Down East Books), Laureen A. LaBar, 2021.
 A Story of Maine in 112 Objects (Maine State Museum and Tilbury House), Bernard Fishman, ed., 2018.
 Kosti Ruohamaa: The Photographer Poet (Down East Books), Deanna Bonner-Ganter, 2016
 Maine Voices from the Civil War (Maine State Museum), Laureen A. LaBar, 2013
 The Swordfish Hunters (Bunker Hill Publishing), Bruce J. Bourque, 2013
 Everyday Lives: An Interim Report on Archaeological and Environmental Investigations of Malaga Island, Phippsburg, Maine (Univ. of Southern Maine and Maine State Museum), Nathan D. Hamilton and Robert M. Sanford, 2012
 The museum has published handbooks documenting each of these exhibits: Regional Struggle-National Story (2020); Women's Long Road: 100 Years to the Vote (2019); Maine + Jewish: Two Centuries (2018); Over There/Down Home: Mainers in World War I (2017); Beyond Boundaries: The World of the Capote (2016); and Malaga Island, Fragmented Lives (2013).

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| MAINE STATE MUSEUM | TOTAL | | | | | |
|---------------------------|------------------|------------------|-----------------------|--------------|---------------|------------|
| | FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
| EXPENDITURES | | | | | | |
| SALARIES & WAGES | 1,180,451 | 1,172,791 | 7,660 | | | |
| HEALTH BENEFITS | 301,387 | 299,528 | 1,859 | | | |
| RETIREMENTS | 272,284 | 270,559 | 1,725 | | | |
| OTHER FRINGE BENEFITS | 24,353 | 24,183 | 170 | | | |
| COMPUTER SERVICES | 81,066 | 80,958 | 108 | | | |
| CONTRACTUAL SERVICES | 340,815 | 240,647 | 100,168 | | | |
| RENTS | 2,260 | 820 | 1,440 | | | |
| COMMODITIES | 54,871 | 32,497 | 22,374 | | | |
| BUILDING IMPROVEMENTS | 80,628 | 80,628 | | | | |
| TRANSFER TO OTHER FUNDS | 3 | 3 | | | | |
| TOTAL EXPENDITURES | 2,338,118 | 2,202,614 | 135,504 | | | |

**MAINE STATE MUSEUM COMMISSION
 BERNARD FISHMAN, MUSEUM DIRECTOR
 MICHAEL BARRETT, CHAIR**

Central Office: 10 WATER STREET, HALLOWELL, ME 04347
 Mail Address: 83 STATE HOUSE STATION, AUGUSTA, ME 04333-0083 FAX: (207) 287-6633
 Established: 1966 Telephone: (207) 287-6607
 Reference: Policy Area: 03 Umbrella: 94 Unit: 085 Citation: T0027 M.R.S.A., Sect.: 000000082

PURPOSE:

The Commission, established in 1965, meets regularly to formulate or approve policies and exercise supervision of Maine State Museum activities.

ORGANIZATION:

The Maine State Museum Commission consists of up to 15 members, as approved by the Governor, serving for once-renewable terms of five years, or until replaced.

INDEPENDENT AGENCIES - OTHER

PROGRAM:

In FY23 the Museum Commission met quarterly, in addition to Executive Committee meetings and meetings of temporary committees. The Commission was engaged in reviewing museum programs; following the progress of the Cultural Building renovation and its effects on museum collections and exhibit planning; providing operational, financial and ethical oversight; assisting with fundraising for museum activities; and working with the Friends of the Maine State Museum organization.

LICENSES:

See Maine State Museum.

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

NORTHERN NEW ENGLAND PASSENGER RAIL AUTHORITY PATRICIA QUINN, EXECUTIVE DIRECTOR

Central Office: 75 W COMMERCIAL ST., SUITE 104, PORTLAND, ME 04101
Mail Address: 75 W COMMERCIAL ST., SUITE 104, PORTLAND, ME 04101 *FAX:* (207) 780-1001
Established: 1995 *Telephone:* (207) 780-1000
Reference: Policy Area: 08 *Umbrella:* 94 *Unit:* 584 *Citation:* T0023 *M.R.S.A., Sect.:* 000008111

PURPOSE:

The Northern New England Passenger Rail Authority (NNEPRA) was created in 1995 by the Maine State Legislature as a result of a citizens' initiative to reestablish and support the provision of regularly scheduled passenger rail service to and within Maine. The Authority is directed to take actions to support passenger rail service, including the acquisition, holding, use, operation, repair, construction, reconstruction, rehabilitation, modernization, rebuilding, relocation, maintenance, and disposition of railroad lines, railway facilities, rolling stock, machinery and equipment, trackage rights, and real and personal property of any kind. In addition, NNEPRA manages host railroad agreements, a contract with Amtrak, insurance liability and marketing, and coordinates station operations.

ORGANIZATION:

NNEPRA consists of a board of 7 directors. The 7 directors are the Commissioner of Transportation, who is a director ex officio; the Commissioner of Economic and Community Development, who also is a director ex officio; and five directors who are members of the public, appointed by the Governor and confirmed by the Legislature for five-year staggered terms. The Governor shall name one of the appointed members as chair of NNEPRA.

PROGRAM:

Pursuant to its mandate, NNEPRA is currently providing intercity passenger rail service between Portland and Boston's North Station, and in 2012, service was expanded from Portland north to Brunswick.

PUBLICATIONS:

Schedules and supporting materials

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

INDEPENDENT AGENCIES - OTHER

STATE BOARD OF PROPERTY TAX REVIEW

ALEXANDER PRICE, CHAIR

Central Office: 19 ELKINS LANE, ELKINS BLDG., AUGUSTA, ME 04330
Mail Address: 49 STATE HOUSE STATION, AUGUSTA, ME 04333-0049 FAX:
Established: 1986 Telephone: (207) 592-0574
Reference: Policy Area: 00 Umbrella: 94 Unit: 391 Citation: T0036 M.R.S.A., Sect.: 000000271

PURPOSE:

The Board was established to hear and determine tax abatement appeals involving nonresidential properties with an equalized valuation of \$1,000,000 or more and appeals arising under: 1) the tree growth tax law (36 MRSA, §571 et seq.); 2) the farm and open space law (36 MRSA, §1101 et seq.); 3) mine site cases (as provided in 36 MRSA, §2865); 4) Working Waterfront designations (36 MRSA, §1131 et seq.); 5) municipal valuation appeals (36 MRSA, §272).

ORGANIZATION:

The Board is established under 5 MRSA, §12004-B and consists of 15 members appointed by the Governor. Except for appointments made at the formulation of the Board, the term of each member is three years. An appointment to fill a vacancy shall be for the remainder of the unexpired term. Membership is divided equally among attorneys, real estate brokers, engineers, retired assessors and public members. The chairman, who is elected by the body, assigns a panel of members to hear a given appeal, with three constituting a quorum. Such hearings are held de novo. After hearing, the Board has the power to raise, lower or sustain the original assessment.

PUBLICATIONS:

State Board of Property Tax Review - Rules of Procedure

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

Table with columns: STATE BOARD OF PROPERTY TAX REVIEW, TOTAL FOR ALL FUNDS, GENERAL FUND, SPECIAL REVENUE FUNDS, HIGHWAY FUND, FEDERAL FUNDS, MISC FUNDS. Rows include SALARIES & WAGES, HEALTH BENEFITS, RETIREMENTS, OTHER FRINGE BENEFITS, COMPUTER SERVICES, CONTRACTUAL SERVICES, COMMODITIES, TRANSFER TO OTHER FUNDS, and TOTAL EXPENDITURES.

MAINE PUBLIC UTILITY FINANCING BANK

TERRY HAYES, EXECUTIVE DIRECTOR

WATS: (800) 821-1113

Central Office: 127 COMMUNITY DR, AUGUSTA, ME 04330
Mail Address: PO BOX 2268, AUGUSTA, ME 04338-2268 FAX:
Established: 1981 Telephone: (207) 622-9386
Reference: Policy Area: 07 Umbrella: 94 Unit: 401 Citation: T0035A M.R.S.A., Sect.: 000002904

PURPOSE:

The Maine Public Utility Financing Bank was established to foster and promote by all reasonable means the provision of adequate markets and the lowest possible costs for borrowing money by public utilities.

All expenses incurred in carrying out this purpose shall be payable solely from revenues or funds available to the Bank. The Bank cannot incur any indebtedness

INDEPENDENT AGENCIES - OTHER

or liability on behalf of or payable by the State.

ORGANIZATION:

The Board of Commissioners shall elect one of its members as chairman and one as vice-chairman. The Executive Director of the Maine Municipal Bond Bank shall serve as the Executive Director of the Maine Public Utilities Financing Bank and is responsible for the day-to-day activities of the Bank. The Executive Director also serves as both the secretary and treasurer of the Bank.

PROGRAM:

The Bank does not receive an appropriation from the State of Maine. It derives its revenue from loan servicing fees charged to participating eligible borrowers using its financing capabilities.

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

MAINE PUBLIC EMPLOYEES RETIREMENT SYSTEM

DR. REBECCA M. WYKE, CHIEF EXECUTIVE OFFICER

WATS: (800) 451-9800

TTY: (207) 512-3102

Central Office: 139 CAPITOL STREET, AUGUSTA, ME 04332-0349

Mail Address: P.O. BOX 349, AUGUSTA, ME 04332-0349

Established: 1942

Reference: Policy Area: 00 Umbrella: 94 Unit: 411 Citation: T0005

FAX: (207) 512-3282

Telephone: (207) 512-3100

M.R.S.A., Sect.: 000017101

PURPOSE:

The Maine Public Employees Retirement System (MainePERS) administers retirement programs that cover: 1) State employees, 2) all of the State's public school teachers and administrators, 3) the State's judges, 4) the State's legislators, and 5) employees of the various political subdivisions that choose to participate in the MainePERS as Participating Local Districts (PLDs). MainePERS is also responsible for the payment of benefits from the Governor's Retirement Fund. MainePERS is also responsible for administering the Group Life Insurance Program which provides life insurance benefits for both active and retired state employees, legislators, judges, public school teachers, and for employees of PLDs that elect to offer this coverage to their employees.

MainePERS also administers the MaineSTART defined contribution retirement plans that are established under sections 401(a), 403(b), and 457(b) of the Internal Revenue Code. These plans are presently available to employees of those employers in the PLD Consolidated Plan that have adopted one or more of the plans. As of June 30, 2023, there are 7 employers participating in the 401(a) plan with 95 participants, 77 employers participating in the 457(b) plan with 1,020 participants, and one employer participating in the 403(b) plan with 578 participants.

ORGANIZATION:

The responsibility for the operation of MainePERS is held by MainePERS' Board of Trustees, which is comprised of eight members. State law specifies the Board's composition. The State Treasurer is an ex officio member of the Board. The seven other trustee seats include three that are to be filled by MainePERS members: one is to be a teacher member elected by the Maine Education Association; one is to be a state employee elected by the Maine State Employees' Association; and one is to be a PLD member appointed by the Maine Municipal Association. The remaining four trustee seats are held by persons appointed by the Governor: two are to have training or experience in investments, accounting, banking, or insurance, or as actuaries; one is to be chosen from nominees submitted by the Maine Education Association - Retired; and one is to be a MainePERS retiree, chosen from nominees submitted by retired state employees, retired PLD employees, the Maine Association of Retirees or a committee composed of representatives of those groups.

INDEPENDENT AGENCIES - OTHER

The Board contracts with qualified professional actuaries for the actuarial services necessary for its oversight of plan funding and the discharge of those of its other responsibilities that involve actuarial information and analysis.

The Board's management of MainePERS investments is embodied in its investment policy. The policy states the Board's underlying investment objectives, sets out the investment strategies intended to realize the objectives, and establishes guidelines and criteria for implementation of the strategies. The Board employs an investment consultant to assist in development and implementation of investment policy.

The Board is the final administrative decision-maker in matters involving the rights, credits, and benefits of members. It has established an administrative appeals process for the making of such decisions, including the use of independent Hearing Officers who serve under contract. In decisions on disability retirement appeals, statutorily established medical review service providers and individual medical advisors provide recommendations as to the medical aspects of disability. The Board's final administrative decisions are appealable to Superior Court.

The Board appoints the Chief Executive Officer of MainePERS, who is responsible for the work of MainePERS' staff. The staff is organized into the Office of the Chief Executive Officer and the Departments of Investments, Finance, Member Service, Information Technology, and Legal and Administration.

PROGRAM:

Covered members of MainePERS include both active and inactive members. Active members are those currently working for a MainePERS participating employer who are contributing to MainePERS. As of June 30, 2023, there are approximately 53,940 active members in MainePERS. Inactive members are those who have contributed in the past and whose contributions remain with MainePERS but who are not contributing presently. As of June 30, 2023, there are approximately 61,820 inactive members in MainePERS.

The MainePERS benefits payroll comprises benefits paid to service retirees, beneficiaries of service retirees, disability retirees and survivors of members who become deceased prior to retirement. At June 30, 2023, a total of 47,072 people were receiving benefits. The total monthly benefits payroll paid for the month of June 30, 2023 was \$99,251,559. While this number fluctuates month to month, as does the number of benefit recipients, fluctuations are relatively small. Thus, the June 30 numbers can be viewed as an approximate monthly average for FY23.

Those looking for more details concerning the membership, finances, or benefits of MainePERS are invited to contact MainePERS for information.

PUBLICATIONS:

Annual financial and actuarial reports, as well as various member, employer and retiree publications are available free of charge and can be downloaded from the MainePERS website: www.MainePERS.org.

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| | | | | | | |
|-----------------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| MAINE PUBLIC EMPLOYEES | TOTAL | | | | | |
| RETIREMENT SYSTEM | FOR | | SPECIAL | | | |
| | ALL | GENERAL | REVENUE | HIGHWAY | FEDERAL | MISC |
| EXPENDITURES | FUNDS | FUND | FUNDS | FUND | FUNDS | FUNDS |
| GRANTS, SUBSIDIES, PENSIONS | 207,407 | 207,407 | | | | |
| TOTAL EXPENDITURES | 207,407 | 207,407 | | | | |

SACO RIVER CORRIDOR COMMISSION
CHERI DUNNING, EXECUTIVE DIRECTOR
HALEY LACHANCE, EXECUTIVE ASSISTANT

Central Office: 81 MAPLE STREET, CORNISH, ME 04020

Mail Address: P.O. BOX 283, CORNISH, ME 04020-0283

Established: 1973

Reference: Policy Area: 04 Umbrella: 94 Unit: 412 Citation: T0038

FAX: (207) 625-7050

Telephone: (207) 625-8123

M.R.S.A., Sect.: 000000954

PURPOSE:

The Saco River Corridor Commission protects the drinking water quality of the Saco River and the integrity of the natural resources that make up the land base of the Corridor bordering the Saco, Ossipee, and Little Ossipee Rivers. The Act, which is legislatively mandated, is the source of the Commission's authority, mission, and program elements, and seeks to protect all of the values of this land and water area. These values include the economic, natural, scenic, recreational and wildlife resources, which clearly highlights the importance of this natural treasure. The Act states that "In view of the dangers of intensive and poorly planned development, it is the purpose of this Act to preserve existing water quality, prevent the diminution of water supplies, to control erosion, to protect fish and wildlife populations, to prevent undue extremes of floods and drought, to limit the loss of life and damage to property from periodic floods; to preserve the scenic, rural and unspoiled character of the lands adjacent to these rivers; to prevent obstructions to navigation; to prevent overcrowding; to avoid the mixture of incompatible uses; to protect those areas of exceptional scenic, historic, archaeological, scientific and educational importance; and to protect the public health, safety and general welfare by establishing the Saco River Corridor and by regulating the use of the land and water within this area." The Saco River serves as a drinking water reservoir which requires the additional oversight and protection of the Saco River Corridor Commission. Several hundred thousand people rely on this river for their drinking water needs.

The Corridor area, 300 miles of river front, includes the Saco River from Saco Bay to the New Hampshire border, the Ossipee River from its confluence with the Saco River to the New Hampshire border, and the Little Ossipee River from its confluence with the Saco River to the New Hampshire border at Balch Pond. The Saco River Corridor Commission is a perfect example of regional communities working together toward a common goal to protect a dynamic, regional resource of economic importance to the entire area.

The Saco River Corridor Commission administers regulations developed for our region because the water in our rivers serve as a drinking reservoir for Biddeford, Saco, and several adjacent communities. As important as this is today, it will be even more critical as a drinking water source well into the future possibly extending far outside of the region. It is a function of this Commission to review applications for permits and variances filed under provisions of this Act and to ensure the continuing land and water quality of the Saco River Corridor.

ORGANIZATION:

The Saco River Corridor Commission is a single unit agency consisting of one regular and one alternate member from each of the twenty municipalities in the three counties whose jurisdiction includes lands or bodies of water encompassed by the Saco River Corridor. These forty members are appointed for a staggered three-year term to serve on the Commission by various elected officials within the municipalities with lands in the Corridor. The Commission members are the deciding body of the organization, while the staff presently consists of an Executive Director, Administrative Assistant, Environmental Compliance Evaluator, Water Quality Program Manager, Water Quality Coordinator, and volunteers who provide support services to the Commission, applicants, and various municipal officials concerned with the Saco River Corridor Act, the rivers, or other state-related matters.

PROGRAM:

The Commission meets to review permit applications for development and certain uses within the corridor. Their decisions ensure compliance with the Act and avoid the mixture of incompatible or detrimental uses within the Corridor. With available resources, the Commission's staff assists applicants, abutters, code

INDEPENDENT AGENCIES - OTHER

enforcement officers and municipal officials to support the purpose of the Act. During this fiscal year, the Commission conducted 2 public hearings, 14 subcommittee meetings and 11 Commission meetings. Members considered a total of 127 permit applications for development within the Corridor. Under the guidance of the Commission, staff manages the permit process and recordkeeping, conducts site inspections and compliance checks, and brings emerging matters to the attention of the Commission.

The Commission continues to coordinate enforcement efforts with the Office of the Attorney General and/or the Department of Environmental Protection. Although the Commission's primary function is regulatory, it also continues its historic role as an advocate for the river and its surrounding environment. To this end, the Commission engages staff and volunteers to coordinate a water quality monitoring program at 43 separate sites. From May to Mid-September, samples are taken on a bi-weekly basis at each monitoring site with additional samples taken at highly recreated sites weekly. Ten trained volunteer monitors participated during the 2023 season. The program includes in-house bacteria analysis as well as nutrient parameter sampling by a certified laboratory. The Commission staff provides annual reports of water quality data to each Corridor municipality to track short-term trends and identify water quality problems. With assistance from the Maine Outdoor Heritage Fund, the Commission is exploring applications of environmental DNA analysis to better track the source of bacterial contamination and identify any potential threats to wildlife or public health.

LICENSES:

Permits: Construction of buildings, structures and land uses within the statutorily defined corridor along the length of three major rivers; Filling or excavating within the statutorily defined corridor.
 Certificates of Compliance (dependent upon conditions of the permit or variance)

PUBLICATIONS:

1. Copies of An Act to Establish the Saco River Corridor - \$5.00*
2. The Saco River Corridor: the View from the Valley - the original plan explaining the background and development of the Corridor concept and containing the proposal which resulted in the Saco River Corridor Act. -\$4.00*
3. The Saco River: a Survey of Recreational Use - 1977 - \$3.00
4. Saco River Corridor: Open Space & Recreation Potential- 1969 - \$7.00
5. The Saco River: a History & Canoeing Guide By: Viola Sheehan- 1976 - \$6.50
6. Annual Water Quality Monitoring Report*
7. DVD Protecting the Saco River through water quality - \$8.00
8. Informational Pamphlet - free*

*available digitally for free

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| SACO RIVER CORRIDOR COMMISSION | TOTAL | | SPECIAL | HIGHWAY | FEDERAL | MISC |
|--------------------------------|----------------|---------------|---------------|---------|---------|-------|
| | FOR | GENERAL | | | | |
| EXPENDITURES | ALL FUNDS | FUND | REVENUE FUNDS | FUND | FUNDS | FUNDS |
| GRANTS, SUBSIDIES, PENSIONS | 142,569 | 46,960 | 95,609 | | | |
| TOTAL EXPENDITURES | 142,569 | 46,960 | 95,609 | | | |

SCIENCE, TECHNOLOGY, ENGINEERING AND MATHEMATICS COUNCIL

BETH LAMBERT, DIRECTOR

Central Office: 111 SEWALL STREET, AUGUSTA, ME 04330
 Mail Address: 23 STATE HOUSE STATION, AUGUSTA, ME 04333-0023 FAX:
 Established: 2011 Telephone: (207) 592-4398
 Reference: Policy Area: 02 Umbrella: 94 Unit: 663 Citation: T0020A M.R.S.A., Sect.: 00000011

INDEPENDENT AGENCIES - OTHER

PURPOSE:

The purpose of the Science, Technology, Engineering and Mathematics Council is to develop strategies for enhancing science, technology, engineering and mathematics education from pre-kindergarten through post-secondary education.

ORGANIZATION:

The Council has 11 members, appointed by the Governor: a representative from the University of Maine, Maine Center for Research in STEM Education; a representative who teaches in elementary or middle school; a representative who teaches science or mathematics in secondary school; a representative who teaches in a technical school; a representative of public and private education partnerships; a representative of a statewide science, technology, engineering, and mathematics (STEM) collaborative; two representatives from the business sector who employ workers with training in STEM; a representative employed in an industry related to STEM; a representative who teaches in an equivalent instruction program that is approved as an alternative to public school as set forth in Title 20-A, section 5001-A, subsection 3; and a representative from the State Board of Education.

There are also five ex officio members: The Commissioner of the Department of Education or the Commissioner's designee; the Chancellor of the University of Maine System or the Chancellor's designee; the President of the Maine Community College System or the President's designee; the President of the Maine Maritime Academy or the President's designee; and the Commissioner of the Department of Labor or the Commissioner's designee.

This Council has not met since 2018 and is currently inactive.

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

MAINE TECHNOLOGY INSTITUTE BRIAN WHITNEY, PRESIDENT

Central Office: 8 VENTURE AVENUE, BRUNSWICK, ME 04011

Mail Address: 8 VENTURE AVENUE, BRUNSWICK, ME 04011

Established: 1999

Reference: Policy Area: 01 *Umbrella:* 94 *Unit:* 611 *Citation:* T0005

FAX: (207) 582-4772

Telephone: (207) 582-4790

M.R.S.A., Sect.: 000015302

PURPOSE:

The Maine Technology Institute (MTI) was established to encourage, promote, stimulate, and support research and development activities leading to the commercialization of new products and services in the State's technology-intensive sectors; to enhance the competitive position of those sectors; and increase the growth of clusters of industrial activity within those sectors, thereby generating new jobs for Maine people. MTI is critical to the State's economic development strategy and a significant driver to the long-term expansion of research and development assets resulting in the creation of new ventures. In the past fiscal year, MTI used its \$6.7 million appropriation, along with investment returns and loan repayments, to put \$7.07 million to work in 118 distinct projects across Maine. This funding helped leverage \$45.8 million in private sector matching investment.

ORGANIZATION:

MTI leads the development of a strong culture of innovation in the State of Maine and is well-positioned for continued growth and effectiveness. It is organized as a nonprofit corporation, consistent with the provisions of the Federal Internal Revenue Code. Bylaws were drafted and corporation documents were filed in September 1999. Bylaws were updated in October 2019. A Board of Directors consisting of thirteen voting members and two nonvoting members governs MTI. The Governor appoints ten directors, eight represent the targeted technologies and two have demonstrated finance, lending, or venture capital experience. The Commissioner of the Department of Economic and Community Development, the Chancellor of the University of Maine System, the President of the Maine

INDEPENDENT AGENCIES - OTHER

Community College System and the Director of the Governor's Office of Policy, Innovation and the Future, or their designees, are ex-officio members. The MTI President is a nonvoting director. Seven subsidiary boards, each representing a targeted technology sector, were formed, and function to advise and support the MTI Board. Approximately 120 domain experts comprise the membership of these technology boards. MTI operates from an office located in Brunswick.

PROGRAM:

MTI makes direct investments in ventures pursuing promising technologies, providing targeted commercialization assistance to Maine companies, and strengthening Maine's technology clusters. It works with organizations and individuals focused on expanding the State's entrepreneurial ecosystem to stimulate new venture formation. Regarded as the leader and dominant player in this effort, MTI programs require at least a 1:1 matching contribution from award recipients. MTI award programs are based on scientific or technical merit, commercial feasibility, and economic impact potential to the State. Funding from MTI signals a critical validation or endorsement of an idea, product, or service. The MTI application process requires a disciplined approach demanding that the entrepreneur attempt to define a business model and build a business case for his or her idea, product, or service. That validation helps lend credibility and better positions the product or process for success in the marketplace and with investors and traditional lenders.

For bond administration, once bond initiatives are approved by voters, MTI is asked to administer the funds on behalf of the State. MTI is currently managing \$68 million in bond-funded research and development infrastructure projects.

In addition to managing its core state funds, MTI was also asked to assist the State as it worked to distribute approximately \$1 billion in federal discretionary American Rescue Plan Act funding as part of the Maine Jobs & Recovery Plan (MJRP). The MJRP makes substantial investments in economic development, worker attraction and training, affordable housing, health and human services, and higher education, to name just a few. MTI was specifically involved in three sectors related MJRP buckets of funding in FY23. MTI managed \$20 million for one-time grants to support economic recovery and development opportunities in the forest products industry. Working collaboratively with the Maine Department of Agriculture, Conservation and Forestry and the Maine Department of Economic and Community Development, MTI developed programming to help achieve the objectives of the legislation. The \$20 million was deployed in two phases. Phase 1 of the program, awards totaling approximately \$6 million, occurred in FY22 and resulted in 224 awards to forest products companies across Maine. Phase 2 was administered in FY23 and resulted in 19 consequential awards totaling approximately \$14 million. MTI also collaborated with the Maine Department of Marine Resources to make 107 awards in FY22 through the Seafood Dealers and Processors Program (SDPP) totaling \$15.3 million.

Finally, the MJRP included meaningful allocations to support innovation, including \$39.6 million to help address revenue losses in Maine small businesses and high growth enterprises and deployed through a newly created Pandemic Recovery for an Innovative Maine Economy (PRIME) Fund. The PRIME Fund awards grants in three phases: Phase 1 focused on direct support to businesses who suffered negative impacts from the pandemic. More than \$23 million in awards were associated with Phase 1 and 174 Maine companies benefited. Phase 2 was developed to assist entrepreneurial support organizations in Maine. \$5 million in total awards were made to 16 entrepreneurial support organizations in FY23. The third and final phase will occur in FY24.

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

**WELLS NATIONAL ESTUARINE RESEARCH RESERVE
MANAGMNT AUTHORITY**

PAUL DEST, EXECUTIVE DIRECTOR

Central Office: LAUDHOLM FARM, WELLS, ME 04090

Mail Address: 342 LAUDHOLM FARM ROAD, WELLS, ME 04090

Established: 1990

Reference: Policy Area: 04 Umbrella: 94 Unit: 335 Citation: S1989

FAX:

Telephone: (207) 646-1555

M.R.S.A., Sect.: 000000108

PURPOSE:

The Wells National Estuarine Research Reserve was established in 1986 pursuant to Section 315 of the Federal Coastal Zone Management Act of 1972, as amended. The objective of the Act is protection and management of estuarine resources. Wells Reserve addresses this mission through environmental education, research and natural resource stewardship programs. The Wells National Estuarine Research Reserve Management Authority was established in 1990 by Private and Special Law 1989, chapter 108. As an instrumentality of the State, the Authority supports and promotes the interests of Wells Reserve through managing and sustaining the coastal lands and other resources within the reserve; furthering coordination and cooperation among state agencies, the Town of Wells and the U.S. Fish and Wildlife Service, and the Laudholm Trust; developing and implementing programs for research, education, and natural resource stewardship; and providing public access.

ORGANIZATION:

The Authority was established by the State Legislature in 1990. The Authority is governed by a Board of Directors composed of the Commissioner of the Department of Agriculture, Conservation and Forestry (DACF), or the Commissioner's designee; the Regional Director of Region 5 of the United States Fish and Wildlife Service or the Director's designee; a representative of the town of Wells, as designated by the town's board of selectmen; a representative of the Laudholm Trust, as designated by the Board of Trustees; and a public member with an established reputation in the field of marine or estuarine research, appointed by the Governor for a term of three years. In addition, the following members are ex officio nonvoting members: The Director of the Maine Coastal Program and the Director of the Office for Coastal Management, National Oceanic and Atmospheric Administration, or the Director's designee.

An Executive Director serves as chief executive to the Authority. The Executive Director supervises staff with program responsibility in the areas of research, education, natural resource stewardship and facility management.

Core program funding is provided by the Office for Coastal Management/National Ocean Service/National Oceanic and Atmospheric Administration. Laudholm Trust, a nonprofit organization with 1,600 members, provides most of the nonfederal match funds for this federal grant. Other funds come from income earned from programs and admission fees and from private and government grants.

PROGRAM:

OPERATIONS and MANAGEMENT

Headquarters and visitor center are located at the historic Laudholm Farm. The Reserve is open 365 days a year. Seven miles of interpretive trails are open daily, from 7 a.m. to sunset. The Reserve has a visitor center with exhibits, a gift shop, a library, an auditorium, and a research lab. Another feature of the Reserve is the Maine Coastal Ecology Center, a 6,000 square-foot building that houses a research lab, interpretive exhibits, a Geographic Information Systems (GIS) lab and offices. Annual visitation is approximately 30,000. The Reserve also has the Alheim Commons, a campus consisting of two buildings that provide housing to visiting coastal scientists, educators and resource managers.

COASTAL TRAINING PROGRAM

The Reserve Coastal Training Program (CTP) provides vital science-based information and technology to decision makers whose work impacts the coastal environment. CTP also sponsors workshops and conferences on coastal resource topics.

RESEARCH and MONITORING

INDEPENDENT AGENCIES - OTHER

Estuaries and salt marshes, where fresh and salt water meet, are critical in protecting marine resources from pollution that filters toward the ocean. Estuaries are vital links to the Gulf of Maine, and support one of the most important fisheries in the world. The field and laboratory research, aided by volunteers, town/state officials, students and visiting investigators, support such projects as: Estuarine Fish Distribution-quantify value of marsh dominated estuaries and watersheds for the survival, growth/reproduction of Gulf fishes; Estuarine Water Quality-long term monitoring of water quality to detect improvements/decline in water resources as a result of land use and human activities; and Salt Marsh Restoration-identify/measure damaging effects of tidal restriction.

EDUCATION

The educational programs of the Wells Reserve are designed to inform the public and coastal management decision-makers about the significance of coastal environments and watersheds. The Education Program has a popular Spring and Fall guided program for school groups called Exploring Estuaries. The Reserve has several summer programs for children. The Junior Researcher Day Camp allows children ages 9-11 to assist scientists with ongoing research and to learn about the varied habitats of the Reserve. The Reserve also offers one-day exploration sessions introducing children ages 6 to 11 to science and nature. The Education Program also offers the following: guided walks, events, and lectures; internships and field studies for high school and college students; and exhibits and self-guided interpretive tours.

NATURAL RESOURCE STEWARDSHIP

The Reserve conserves and manages wildlife habitats and maintains trails for the public, and cooperates on management activities with Rachel Carson National Wildlife Refuge. The Reserve encompasses 2,250 acres of protected lands. Furthermore, the Reserve works with community groups and organizations in southern Maine towns on coastal habitat restoration, watershed management and land conservation.

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

DIRIGO HEALTH

KARYNLEE HARRINGTON, EXECUTIVE DIRECTOR

Central Office: 151 CAPITOL STREET, AUGUSTA, ME 04330

Mail Address: 53 STATE HOUSE STATION, AUGUSTA, ME 04333-0053 FAX: (207) 287-9922

Established: 2003 Telephone: (207) 287-9900

Reference: Policy Area: 05 Umbrella: 95 Unit: 629 Citation: T0024A M.R.S.A., Sect.: 000006902

Average Counts-All Positions: 2.000 Legislative Count: 2.00

PURPOSE:

The Maine Quality Forum (MQF) was established in 2003 as part of Dirigo Health in Title 24-A, Chapter 87 and is responsible for monitoring and improving the quality of health care in the State of Maine.

ORGANIZATION:

Title 24-A, Chapter 87, Section 6951 describes the duties of the MQF which include: coordinating the collection of healthcare quality data; promoting the transparency of comparative healthcare quality and performance data on a publicly accessible website; reporting annually on both the amount of primary care and behavioral health care spending there is in the State of Maine; conducting educational campaigns to help consumers make informed decisions and engage in healthy lifestyles; and several healthcare infection prevention activities including an annual report on the rates of healthcare associated infections in Maine hospitals.

PROGRAM:

Specifically, MQF is required by statute to develop three annual reports and submit to the Legislature and the Commissioner of DHHS in January of each year. The three reports are in the following areas: the total spending in the State for primary health care services; the rate of healthcare associated infection rates in our hospitals; and the total spending in Maine on behavioral health care services. MQF is mandated to promote the transparency of health care quality data in collaboration with the Maine Health Data Organization (MHDO). As such, MQF is responsible for making recommendations for proposed changes to Rule 90-590 Chapter 270, Uniform Reporting System for Quality Data Sets; and for the public reporting of these data which can be found here:
https://mhdo.maine.gov/quality_data_reports.htm.

Rule Chapter 270 also requires MQF and Maine Center for Disease Control and Prevention (Maine-CDC) to develop and implement an external validation process to assure the accuracy of the healthcare associated infection data Maine hospitals are required to submit. Additionally, MQF is responsible for the strategy and maintenance of the quality data presented on the MHDO and MQF health care cost and quality transparency website www.comparemaine.org

PUBLICATIONS:

In collaboration with DHHS Maine-CDC and the University of Southern Maine, MQF is responsible for Maine's Infection Prevention Forum (MIPF) website, <https://maineinfectionpreventionforum.org/>. The MIPF website is a repository for the latest infection prevention courses and resources designed to support the educational needs of health care and direct care workers. MQF supports the ongoing maintenance, including content updates, and developing new relevant courses for Maine's Infection Prevention Forum website. Additional publications include the Annual Primary Care Spending and Behavioral Health Care Spending Reports and the Annual Healthcare Associated Infections in Maine Report, which can be found here: <https://mhdo.maine.gov/mqf.html>

INDEPENDENT AGENCIES - OTHER

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| DIRIGO HEALTH | TOTAL | | SPECIAL | HIGHWAY | FEDERAL | MISC |
|---------------------------|------------------|------------------|---------|---------|---------|-------|
| | FOR | GENERAL | | | | |
| EXPENDITURES | ALL | FUND | REVENUE | FUND | FUNDS | FUNDS |
| SALARIES & WAGES | 241,514 | 241,514 | | | | |
| HEALTH BENEFITS | 46,949 | 46,949 | | | | |
| RETIREMENTS | 65,305 | 65,305 | | | | |
| OTHER FRINGE BENEFITS | 5,896 | 5,896 | | | | |
| COMPUTER SERVICES | 144,862 | 144,862 | | | | |
| CONTRACTUAL SERVICES | 497,513 | 497,513 | | | | |
| TOTAL EXPENDITURES | 1,002,039 | 1,002,039 | | | | |

DOWNEAST INSTITUTE FOR APPLIED MARINE RESEARCH AND EDUCATION

DR. BRIAN BEAL, DIRECTOR OF RESEARCH

Central Office: 39 WILDFLOWER LANE, BEALS, ME 04611-0083
 Mail Address: PO BOX 83, BEALS, ME 04611-0083
 Established: 2003
 Reference: Policy Area: 04 Umbrella: 95 Unit: 624 Citation: S2003

FAX:
 Telephone: (207) 497-5769
 M.R.S.A., Sect.: CHAP 29

PURPOSE:

The Downeast Institute for Applied Marine Research and Education (DEI) is a private non-profit organization whose mission is to improve the quality of life for the people of downeast and coastal Maine through marine research, marine science education, and innovations in wild and cultured fisheries. DEI serves as the Marine Science Field Station of the University of Maine at Machias.

ORGANIZATION:

DEI is overseen by a 16-member volunteer board of directors and employs 11 full time and four part time employees. Dr. Brian Beal, a professor and researcher at the University of Maine at Machias, serves as DEI's Director of Research. Undergraduate interns assist at DEI's Great Wass Island shellfish hatchery and running seawater laboratory during the summer months, but may also work on special projects through the year.

PROGRAM:

Originally the Beals Island Regional Shellfish Hatchery, DEI has been conducting successful applied marine research that has been transferred to individual harvesters/fishermen, communities and fisheries managers since 1987. DEI's commercial-scale research hatchery supports marine research, public stock enhancement, aquaculture development, and K-12 education. DEI is the only hatchery in Maine producing soft-shell clam seed for municipal shellfish conservation programs. Recent research has resulted in commercialization of seeded mussel ropes for aquaculture, and has focused on developing new candidate species for aquaculture such as razor clams, sea scallops, European oysters and Arctic surf clams. Current projects include intertidal monitoring to help municipalities quantify the settlement and survival of intertidal species, such as soft-shell clams, at a total of 25 sites along the Maine coast; a selective breeding program to develop American oysters that will grow well in the colder waters east of Franklin; commercialization of Arctic surf clam farming technology; and developing hatchery and nursery technology for sea scallops. Besides its hatchery, DEI's facility includes a variety of laboratories with and without flowing seawater, and a specially designed lab to conduct independent experiments on the effects of ocean acidification and warming on marine life. A residence hall and conference room enable DEI to accommodate students and host a variety of educational events. DEI's education center offers marine science research opportunities for students of all ages, marine science summer camps for K-12 youth, and professional development opportunities leading to recertification for teachers interested in enhancing STEM learning in their classrooms. DEI's education programs focus on the use of the local marine environment as a tool to engage and excite students in science using hands-on, inquiry-based projects that highlight marine science. The \$12,500 annual allocation by the Maine Legislature

INDEPENDENT AGENCIES - OTHER

has provided the matching funds and demonstration of state support that allows DEI to attract over \$1 million in annual funding for operations, research and education programs.

PUBLICATIONS:

To view a list of published research, visit DEI's web site at http://downeastinstitute.org/publications

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| DOWNEAST INSTITUTE FOR APPLIED MARINE RESEARCH AND EDUCATION | TOTAL FOR ALL | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|---|---------------------|-----------------|-----------------------------|-----------------|------------------|---------------|
| EXPENDITURES | | | | | | |
| GRANTS, SUBSIDIES, PENSIONS | 12,554 | 12,554 | | | | |
| TOTAL EXPENDITURES | 12,554 | 12,554 | | | | |

EFFICIENCY MAINE TRUST

MICHAEL STODDARD, EXECUTIVE DIRECTOR
GREG LECLAIR, DIRECTOR, FINANCE & ADMIN

Central Office: 168 CAPITOL STREET, SUITE 1, AUGUSTA, ME 04330-6856
Mail Address: 168 CAPITOL STREET, SUITE 1, AUGUSTA, ME 04330-6856 FAX: (207) 213-4153
Established: 2009 Telephone: (866) 376-2463
Reference: Policy Area: 07 Umbrella: 95 Unit: 648 Citation: T00035A.M.R.S.A., Sect.: 00010103
Average Counts-All Positions: 1.000 Legislative Count: 1.00

PURPOSE:

The Efficiency Maine Trust was established for the purposes set forth in the Efficiency Maine Trust Act, 35-A MRSA §10101, et seq., as may be amended (the Act), including without limitation, developing, planning, coordinating and implementing energy efficiency and alternative energy resources programs in the State of Maine (the State) to: 1) provide uniform, integrated planning, program design and administration of energy programs; 2) reduce energy costs and improve security of the State and local economies; 3) ensure that all expenditures of the Trust are cost-effective in terms of avoided energy costs; and, 4) actively promote investment in cost-effective energy efficiency measures and systems that use alternative energy resources for consumers in the State.

ORGANIZATION:

The governing body is a Board of Trustees made up of 9 voting members: 7 are appointed by the Governor and 2 are ex officio - the director of the Governor's Energy Office and the director of Maine State Housing Authority. The 7 members who are appointed by the Governor serve staggered 3-year terms. The administrative staff is overseen by the Executive Director who reports to the Board of Trustees.

PROGRAM:

Efficiency Maine offers a comprehensive suite of programs to help Maine businesses and homeowners purchase and install high efficiency products, electric vehicles and chargers, and home weatherization to lower their energy bills and reduce emissions of greenhouse gases. The programs approved for implementation in Efficiency Maine's current three-year strategic plan are:

- Commercial & Industrial - Custom Program
- Commercial & Industrial - Prescriptive Program
- Distributor Initiatives
- Retail Initiatives
- Home Energy Savings Program
- Low Income Initiatives
- Renewables Program
- Electric Vehicle Initiatives
- Demand Management Program

INDEPENDENT AGENCIES - OTHER

- Strategic Initiatives
- Evaluation, Measurement and Verification
- Innovation Program
- Public Information and Outreach

Descriptions of all available programs can be found at the Efficiency Maine website at www.efficiencymaine.com.

PUBLICATIONS:

Annual Report FY21
 Financial Report with Independent Auditor's report for Period Ending 06/30/21
 Toll free: 1-866-376-2463

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| EFFICIENCY MAINE TRUST | TOTAL FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|-----------------------------|---------------------|----------------|-----------------------|--------------|------------------|------------|
| EXPENDITURES | | | | | | |
| SALARIES & WAGES | 90,095 | | 90,095 | | | |
| HEALTH BENEFITS | 22,893 | | 22,893 | | | |
| RETIREMENTS | 24,362 | | 24,362 | | | |
| OTHER FRINGE BENEFITS | 2,146 | | 2,146 | | | |
| GRANTS, SUBSIDIES, PENSIONS | 12,650,000 | 500,000 | 3,500,000 | | 8,650,000 | |
| TRANSFER TO OTHER FUNDS | 5,883 | | 5,883 | | | |
| TOTAL EXPENDITURES | 12,795,379 | 500,000 | 3,645,379 | | 8,650,000 | |

**MAINE HUMANITIES COUNCIL
 SAMAA ABDURRAQIB, EXECUTIVE DIRECTOR**

WATS: (866) 637-3233

Central Office: 674 BRIGHTON AVENUE, PORTLAND, ME 04102
 Mail Address: 674 BRIGHTON AVENUE, PORTLAND, ME 04102
 Established: 2001
 Reference: Policy Area: 03 Umbrella: 95 Unit: 621 Citation: PL1999 M.R.S.A., Sect.: CH401 PLL1

PURPOSE:

Maine Humanities Council (the Council) is an independent statewide nonprofit organization committed to creating connections, fostering agency, and inspiring engagement in Maine people of all ages and educational levels. The Council's programs, events, grants, and online resources encourage critical thinking and conversation across social, economic, and cultural boundaries. Primary audiences include grades 3-12 teachers and students, low literacy adults, immigrants and refugees, public library patrons, Veterans, adults in the justice system, and the general public.

ORGANIZATION:

The Council was founded in 1976 as a nonprofit affiliate of the National Endowment for the Humanities (NEH) and is overseen by a board of trustees drawn from around the State. The 2023 budget was approximately \$1.2 million, derived from federal funding from the National Endowment for the Humanities (NEH), as well as individuals, private foundations, and earned revenue. The Council has been recognized nationally for its innovative and exemplary programming.

The Harriet P. Henry Center for the Book is the programming arm of the Council. This designation was awarded to the Council by the Library of Congress.

PROGRAM:

At present the Council's only funding from state government is an appropriation for grants. 100% of this appropriation is returned to Maine communities as awards for historical, civic, and educational activities in museums, historical societies, libraries, and other community nonprofits. None of these funds are retained by the Council for administration, personnel or overhead.

The Council reaches a wide range of audiences through book groups, lecture

INDEPENDENT AGENCIES - OTHER

series, and other activities. The Discussion Project, a multi-session facilitated book discussion program, meets the specific needs of individual communities. It partners with organizations statewide and prioritizes people and organizations serving those who are the most isolated from each other and the wider community, whose work has a public impact, and those serving and led by members of communities traditionally under-resourced in the humanities (including but not limited to Black and indigenous populations, people of color, the LGBTQ community, people in rural areas, disabled people, and immigrants and refugees), reaching over 7,000 people.

The Council's library programming takes place statewide. Programming includes the Discussion Project, Maine Speaks (a speaker program on current events), and Read ME, which provides to public libraries an easy-to-implement community reading program that highlights the work of Maine authors and helps promote Maine authors early in their careers. Library programming reaches over 2,500 people each year.

The Council offers a grants program that supports and increases access to community-driven humanities initiatives in Maine, particularly in rural or under-resourced communities; increases the capacity of nonprofits, especially those less experienced in grant writing; stimulates meaningful community dialogue; and invites diverse audiences to discover the humanities. In 2022, the Council gave 35 grants to Maine nonprofits.

Veterans Programming connects Maine Veterans with books, short stories, and poems, and shares the opportunity to reflect on the unique concerns they face while exploring issues relating to military service. These programs serve approximately 600 people each year.

The Council partners with the Civil Rights Team Project. A program of the Maine Attorney General's office, it coordinates student groups in Maine schools to increase the safety of elementary, middle level, and high school students by reducing bias-motivated behaviors and harassment. The Civil Rights Team Project reaches approximately 900 students in grades 3-12 in 160 schools.

The Big Question is an annual public event focused on a large philosophical question. The Council draws guides from a range of disciplines who present their approach from within their expertise. Recent questions have included "How can we know," "Who is we?" and "How should life be?" This program reaches approximately 60 people each year.

Readers Retreat is a two-day series of talks in which participants focus on an important text and interact with each other and with scholars in a conference-like setting. Readers Retreat serves over 300 people.

Poetry Express is a workshop that connects Maine's poets with Maine communities. Community members explore poetry with a poet and reflect on local issues and themes, then perform poetry related to those issues. This program served 278 people in 2022.

PUBLICATIONS:

The Maine Humanities Council publishes a free monthly e-newsletter, and three update mailings.

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| MAINE HUMANITIES COUNCIL | TOTAL FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|-----------------------------|---------------------|--------------|-----------------------|--------------|---------------|------------|
| EXPENDITURES | | | | | | |
| GRANTS, SUBSIDIES, PENSIONS | 163,357 | 163,357 | | | | |
| TOTAL EXPENDITURES | 163,357 | 163,357 | | | | |

INDEPENDENT AGENCIES - OTHER

**MAINE COMMISSION ON INDIGENT LEGAL SERVICES
JAMES BILLINGS, ESQ., EXECUTIVE DIRECTOR**

Central Office: 187 STATE STREET, AUGUSTA, ME 04330
 Mail Address: 154 STATE HOUSE STATION, AUGUSTA, ME 04333-0154 FAX: (207) 287-3293
 Established: 2009 Telephone: (207) 287-3257
 Reference: Policy Area: 06 Umbrella: 95 Unit: 649 Citation: T00004 M.R.S.A., Sect.: 00001801
 Average Counts-All Positions: 22.50 Legislative Count: 22.50

PURPOSE:

The Maine Commission on Indigent Legal Services is responsible for providing efficient, high-quality representation to Maine citizens who are entitled to counsel at state expense under the United States Constitution or under the Constitution or statutes of Maine.

ORGANIZATION:

The Maine Commission on Indigent Legal Services was established through Public Law 2009, chapter 419, effective June 17, 2009. The Commission assumed the responsibility for providing indigent legal services from the Judicial Branch on July 1, 2010.

PROGRAM:

The Commission uses assigned private attorneys, counsel and employed defenders to provide representation to criminal defendants, juvenile defendants, parents in child protective cases, and people facing involuntary commitment to a psychiatric hospital who are indigent. The Commission is responsible for establishing minimum experience, training and other qualifications for assigned counsel and contract counsel; establishing standards for the delivery of indigent legal services; providing training and support to assigned and contract counsel; and processing and authorizing payment of assigned counsel vouchers and other indigent case related expenses.

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| MAINE COMMISSION ON INDIGENT LEGAL SERVICES | TOTAL FOR | | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|--|-------------------|-------------------|-----------------------------|-----------------|------------------|---------------|
| | ALL FUNDS | GENERAL FUND | | | | |
| EXPENDITURES | | | | | | |
| SALARIES & WAGES | 1,230,560 | 821,258 | 409,302 | | | |
| HEALTH BENEFITS | 267,165 | 172,514 | 94,651 | | | |
| RETIREMENTS | 301,776 | 195,260 | 106,516 | | | |
| OTHER FRINGE BENEFITS | 28,157 | 18,339 | 9,818 | | | |
| COMPUTER SERVICES | 170,523 | 170,523 | | | | |
| CONTRACTUAL SERVICES | 25,044,001 | 14,617,170 | 6,426,831 | | 4,000,000 | |
| RENTS | 1,893 | 1,893 | | | | |
| COMMODITIES | 20,563 | 20,563 | | | | |
| TRANSFER TO OTHER FUNDS | 24,180 | 8 | 24,172 | | | |
| COST OF GOODS SOLD | -1,573 | -1,573 | | | | |
| TOTAL EXPENDITURES | 27,087,245 | 16,015,955 | 7,071,290 | | 4,000,000 | |

**CENTERS FOR INNOVATION
CHRISTOPHER V. DAVIS, EXEC. DIR., AQUACULTURE**

Central Office: 193 CLARKS COVE ROAD, WALPOLE, ME 04573-0193
 Mail Address: 193 CLARKS COVE ROAD, WALPOLE, ME 04573-0193 FAX:
 Established: 1999 Telephone: (207) 832-1075
 Reference: Policy Area: 01 Umbrella: 95 Unit: 606 Citation: T0005 M.R.S.A., Sect.: 000013141

PURPOSE:

The purpose of the Centers for Innovation is to generate sustainable employment and increase commercial productivity in Maine's aquaculture industrial sectors.

INDEPENDENT AGENCIES - OTHER

ORGANIZATION:

The State of Maine supports an Aquaculture Innovation Center.

PROGRAM:

The Maine Aquaculture Innovation Center (MAIC) sponsors and facilitates innovative research and development projects from sustainable aquatic systems. MAIC invests in the enhancement of aquaculture capacity in Maine, serves as a clearinghouse of educational information, and encourages strategic alliances that promote research, technology transfer, and research commercialization. MAIC manages the Aquaculture Business Incubators, facilitated by the Department of Economic and Community Development. The goal of MAIC is to accelerate the early stage development of aquaculture and marine science technology based companies through continual and focused business assistance, information exchange, technical relationships, shared services and reduced overhead.

PUBLICATIONS:

None.

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| CENTERS FOR INNOVATION | TOTAL | | SPECIAL | | | |
|-----------------------------|-----------|--------------|---------------|--------------|---------------|------------|
| | ALL FUNDS | GENERAL FUND | REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
| EXPENDITURES | 118,009 | 118,009 | | | | |
| GRANTS, SUBSIDIES, PENSIONS | | | | | | |
| TOTAL EXPENDITURES | 118,009 | 118,009 | | | | |

SMALL ENTERPRISE GROWTH BOARD

JOE POWERS, MANAGING DIRECTOR
TERRI WARK, OFFICE OPS MGR, BD CLERK

Central Office: ,,
Mail Address: P.O. BOX 63, NEWPORT, ME 04953
Established: 1996
Reference: Policy Area: 01 Umbrella: 95 Unit: 592 Citation: T0010
FAX: Telephone: (207) 305-0006
M.R.S.A., Sect.: 000000384

PURPOSE:

Small Enterprise Growth Fund, doing business as Maine Venture Fund (MVF), is the State's venture capital fund. MVF is a competitive venture capital fund; many businesses are reviewed, but MVF only invests in those scalable companies that stand out as providing the combination of best expected return on investment and greatest positive impact on the State. MVF is a revolving, non-lapsing fund. As money is returned to MVF through return on its investments, it is invested in other scalable Maine companies with the potential for high growth and public benefit.

ORGANIZATION:

An eleven-member Board of Directors, Small Enterprise Growth Board (SEGB), oversees MVF. Ten of the eleven are appointed by the Governor through the gubernatorial application process. Of those, five must have relevant experience or background in early-stage investing, or in managing high-growth small businesses; three must have experience in the development of technological innovation; one must be involved in commercial lending; and one must be an attorney with experience in securities law. The eleventh seat is an ex-officio seat for the Department of Economic and Community Development Commissioner or his/her designee. Board member functions include determining MVF's mission and purpose; approving investments to qualifying small businesses; hiring and providing ongoing support and guidance to the Managing Director, as well as reviewing the performance of that individual; providing ongoing support and guidance to the portfolio companies of MVF; and working closely with the Managing Director in keeping the Legislature apprised of MVF's activities and needs.

INDEPENDENT AGENCIES - OTHER

LICENSES:

None.

PUBLICATIONS:

None.

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

MAINE VACCINE BOARD

**KIDSVAX®, LLC , SERVICE AGENT
HEATHER VEEN, CHIEF OF STAFF**

Central Office: 125 NORTH STATE ST., CONCORD, NH 03302-1885

Mail Address: PO BOX 1885, CONCORD, NH 03302-1885

FAX: (855) 543-7329

Established: 2010

Telephone: (855) 543-7829

Reference: Policy Area: 05 *Umbrella:* 95 *Unit:* 659 *Citation:* T00022 *M.R.S.A., Sect.:* 00001066-3

PURPOSE:

The Maine Vaccine Board (MVB) was established by the 2nd Regular Session of the 124th Maine Legislature in accordance with Public Law 2009, chapter 595. MVB was given the authority and an outline of a mechanism to fund the purchasing of lifesaving childhood vaccines as established by rule and in accordance with the Universal Childhood Immunization Program each year. MVB is charged with (i) determining the assessment rate to ensure adequate funding for the purchase of childhood vaccines; (ii) selecting vaccines available without charge to Maine healthcare providers for the benefit of Maine children; and (iii) allocating the costs equitably among payers for childhood vaccines provided to Maine residents. MVB began raising funds for the State of Maine in August 2011 and started funding state vaccine purchases in January 2012. In the fiscal year ending June 30, 2023, MVB collected over \$14.8 million to fund the purchase of childhood vaccines. The Universal Childhood Immunization Program funded by MVB has produced significant savings in vaccine costs.

ORGANIZATION:

MVB consists of 9 members: three representatives of health insurance carriers; three representatives of providers in the State as nominated by statewide associations of providers; a representative of employers that self-insure for health coverage; a representative of the pharmaceutical manufacturing industry; and one non-voting ex officio member, the Commissioner of the Department of Health and Human Services (or the commissioner's designee). MVB or one of its committees met 5 times in fiscal year 2022-23. MVB has engaged an independent Maine licensed public accounting firm to audit its financial statements each year.

PUBLICATIONS:

FYE 6/30/2023 Audited Financial Statements

FYE 6/30/2023 MVB Program Savings Calculations

VaxFacts ME 2022-2023

MVB maintains a website which documents its activities in detail at

www.MEvaccine.org

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

INDEPENDENT AGENCIES - INTERSTATE COMPACT

ATLANTIC STATES MARINE FISHERIES COMMISSION

A.G. "SPUD" WOODWARD, CHAIR
JOSEPH CIMINO, VICE CHAIR

Central Office: 32 BLOSSOM LANE, AUGUSTA, ME 04330

Mail Address: 21 STATE HOUSE STATION, AUGUSTA, ME 04333-0021 *FAX:*

Established: 1942 *Telephone:* (207) 624-6550

Reference: Policy Area: 04 Umbrella: 98 Unit: 290 Citation: T0012 M.R.S.A., Sect.: 000004603

PURPOSE:

The purpose of the Atlantic States Marine Fisheries Commission (ASMFC) is to promote the better utilization of the fisheries - marine, shell and anadromous - of the Atlantic seaboard by the development of a joint program for the promotion and protection of such fisheries, and by the prevention of physical waste of the fisheries from any cause.

ASMFC provides a forum for discussion and resolution of common problems amongst the 15 Atlantic coast states, and assists the states in developing joint programs. In addition, the Commission participates in the Interstate Fisheries Management Program, whose goal is uniform management and protection of the nation's fisheries resources and viable commercial and recreational fishing industries.

ORGANIZATION:

ASMFC was established by a compact entered into by the various Atlantic coastal states beginning in 1941. The Congressional Consent Act was signed by the President on May 5, 1942, and ASMFC met and organized in New York on June 5, 1942.

The participating states are Maine, New Hampshire, Massachusetts, Rhode Island, Connecticut, New York, New Jersey, Pennsylvania, Delaware, Maryland, Virginia, North Carolina, South Carolina, Georgia, and Florida. Each is represented by a member of the administrative agency in charge of marine fisheries, a Legislative member appointed by the Presiding Officers of the Legislature, and a person appointed by the Governor. Maine's three members are the Commissioner of the Department of Marine Resources, a member from the Legislature, and a member from industry.

ASMFC operates through boards and committees comprised of groups of states. The National Marine Fisheries Service (NMFS) of the Department of Commerce's National Oceanic and Atmospheric Administration (NOAA) is designated as the primary research agency of the Commission, cooperating with the research agencies of each state and the U.S. Fish and Wildlife Service (USFWS) for that purpose.

PROGRAM:

Through its executive office, ASMFC maintains active liaison with all Washington-based fisheries organizations of professional or industry status, including the American Fisheries Society, the Association of Fish and Wildlife Agencies, the American Sportfishing Association and the National Fisheries Institute as well as other environmental, conservation and industry groups.

Contract funds from NMFS and USFWS, as well as Congressional appropriations, are used to reimburse travel expenses for state biologists, law enforcement, managers, and administrators who participate in the various committees that have been established to develop regional management programs for interstate Atlantic coast species. Lobster, shrimp, eels, striped bass, bluefish, Atlantic sturgeon, Atlantic sea herring, winter flounder, American shad and river herring programs are of special concern to Maine.

ASMFC has continued its cooperative agreement with the NMFS to administer the Interjurisdictional Fisheries Management Program. This "Interstate Fisheries Management Program" includes state/federal projects involving Northern Shrimp, Shad, and River Herring, Sciaenid, American Lobster, Atlantic Menhaden, Striped Bass, Atlantic Sturgeon, Bluefish, Summer Flounder, the Cooperative Statistics Program, and related activities such as interstate shellfish transportation and fish/shellfish disease control. The major focus of the Commission's interstate program has expanded to implement P.L. 103-206, the Atlantic Coastal Fisheries

INDEPENDENT AGENCIES - INTERSTATE COMPACT

Cooperative Management Act. The Act establishes affirmative obligations on the states to implement the Commission's Fishery Management Plans or be subject to a federal moratorium on all fishing for the species at issue within the offending state until that state achieves compliance with the plan.

PUBLICATIONS:

Interstate Fisheries Management Plans for a number of commercially important species in Maine, including American Eel, Northern Shrimp, American Lobster, Jonah Crab, Atlantic Sturgeon, Striped Bass, Bluefish, Atlantic Menhaden, Atlantic Sea Herring, Black Sea Bass, and Winter Flounder.

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

NORTHEASTERN INTERSTATE FOREST FIRE PROTECTION COMMISSION

PATTY CORMIER, DIRECTOR, FORESTRY

TTY: (888) 577-6690

Central Office: HARLOW BLDG, 18 ELKINS LANE, AUGUSTA, ME 04330

Mail Address: 22 STATE HOUSE STATION, AUGUSTA, ME 04333-0022 FAX: (207) 287-8422

Established: 1949 Telephone: (207) 287-2791

Reference: Policy Area: 04 Umbrella: 98 Unit: 327 Citation: S1949 M.R.S.A., Sect.: 000000075

PURPOSE:

The Northeastern Interstate Forest Fire Protection Commission was established to promote effective prevention and control of wildfires in the Northeastern Region of the United States and adjacent areas in Canada. The primary functions of the Commission are to: provide mutual aid; coordinate wildfire protection plans; consult and advise on the prevention and control of wildfires; provide centralized training in uniform wildfire protection methods; and request research assistance from the U.S. Forest Service. The Commission also includes a forest health working team to address forest pest situations, which could impact wildfire response.

ORGANIZATION:

The Northeastern Interstate Forest Fire Protection Commission was established under the Northeastern Interstate Forest Fire Protection Compact, of which the State of Maine became a contracting state in 1949. Maine's representation on the Commission consists of three members, including the Director of the Bureau of Forestry or designee (ex officio), a legislator appointed by the Governor, and a citizen appointed by the Governor, both of the latter for a term of three years.

PROGRAM:

The activities of the Northeastern Interstate Forest Fire Protection Commission are designed to further promote the effectiveness of wildfire protection in each of the member states and provinces within the Compact. Compact Commissioners meet annually to provide program oversight and approve the annual budget. There are several working teams that conduct collaborative work comprised of regular agency employees. The Operations Committee, consisting of each agency's fire supervisor, meets twice a year to review and approve the Compact's actions, giving operational leadership. Member agencies working together create a heightened state of regional wildfire preparedness and response.

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

INDEPENDENT AGENCIES - INTERSTATE COMPACT

**MAINE-NEW HAMPSHIRE INTERSTATE BRIDGE AUTHORITY
BRUCE VAN NOTE, COMMISSIONER**

Central Office: 24 CHILD STREET, AUGUSTA, ME 04333
Mail Address: 16 STATE HOUSE STATION, AUGUSTA, ME 04333-0016 *FAX:*
Established: 1936 *Telephone:* (207) 624-3000
Reference: Policy Area: 08 *Umbrella:* 98 *Unit:* 419 *Citation:* S1937 *M.R.S.A., Sect.:* 00000018

PURPOSE:

The Interstate Bridge Authority (IBA) has responsibility to maintain US Route 1 interstate bridge for vehicular, railroad, and other traffic over the Piscataqua River between Kittery, Maine and Portsmouth, New Hampshire.

ORGANIZATION:

The Authority consists of 6 members. Three are appointed by the Governor of the State of Maine, to include the Commissioner of the Department of Transportation of the State of Maine, and three are appointed by the Governor of the State of New Hampshire, to include the Commissioner of the Department of Transportation of the State of New Hampshire, with the advice and consent of the New Hampshire's Council. The Authority is empowered to elect a chairman, vice-chairman, treasurer, assistant treasurer and clerk from the membership.

The Maine-New Hampshire Interstate Bridge Authority is a body corporate and politic created by the laws of the States of Maine and New Hampshire and by a compact entered by said states which was consented to by the Congress of the United States.

The makeup and mission of the IBA is currently under review.

PROGRAM:

Throughout the year the Authority's activities have been on hold as the original Sarah Mildred Long Bridge has been closed and the new bridge is under construction.

LICENSES:

As this is a quasi-governmental authority, this category is not applicable.

PUBLICATIONS:

A history of the Maine-New Hampshire Interstate Bridge Authority is available at selected libraries. Other Authority documents are generally internally oriented.

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

**NEW ENGLAND BOARD OF HIGHER EDUCATION
DANIEL CHUHTA, DEP COMM OF EDUCATION**

Central Office: 111 SEWALL ST, AUGUSTA, ME 04330
Mail Address: 23 STATE HOUSE STATION, AUGUSTA, ME 04333-0023 *FAX:* (207) 624-6700
Established: 1955 *Telephone:* (207) 624-6600
Reference: Policy Area: 02 *Umbrella:* 98 *Unit:* 081 *Citation:* T0020A *M.R.S.A., Sect.:* 000011002

PURPOSE:

The New England Board of Higher Education (NEBHE) is a congressionally authorized regional, non-profit agency that seeks to encourage cooperation and efficient use of educational resources among the region's six states and 260 public and private colleges and universities. Basic funding comes from the six states, private foundations and New England corporations. The NEBHE seeks to increase New England educational opportunities and services; promote regional coordination and

INDEPENDENT AGENCIES - INTERSTATE COMPACT

cooperation among New England state governments and public and private institutions of higher education; analyze and publish regional information related to higher education; and sponsor studies and forums on regional public policy.

ORGANIZATION:

Of the eight members who represent the State of Maine, two are ex officio, the Chancellor of the University of Maine and the Commissioner of Education. Four others are named by the Governor for 2-year terms, one is a member of the Senate appointed by the President of the Senate and another is a member of the House of Representatives appointed by the Speaker of the House. All members are reimbursed for their actual expenses incurred in the performance of their official duties.

Each state is represented on the NEBHE by members of academic, professional, governmental and citizen groups appointed by the Governor and Legislature of each state. Each state delegation annually elects a chairman who serves on the NEBHE's Executive Committee. The Maine Delegation to the New England Board of Higher Education for 2023 is as follows:

State Representative Mattie Daughtry; Rachel Hendrickson; Daniel Chuhta, Deputy Commissioner (Representing Pender Makin, Commissioner), Maine Department of Education; State Senator Holly Sargent; Dannel Malloy, Chancellor, University of Maine System; and Karen Pardue, Associate Provost, University of New England.

PROGRAM:

The NEBHE sees the following as primary in achieving its purpose: to provide a facility and staff capable of continuous research and evaluation relevant to higher education in New England; to serve as a center for the collection and dissemination of information pertinent to the institutions and agencies concerned with higher education; to serve as an administrative and fiscal agent for higher educational contracts and agreements among the institutions and governments in New England; to provide consultative services on educational topics of major regional significance to the institutions, agencies and governments of New England; to serve as a vehicle for the regional implementation of federally and privately financed programs related to higher education; and to serve as the agent for the Regional Students Program.

Although programmatic directions are flexible in response to changing educational needs, the NEBHE anticipated that the following basic programs will continue to be included among NEBHE's services to the region: Task Force on Minority Student Enrollment and Retention, Commission on Legal Studies and Practice in New England, International Education and the Economy of New England, and research and compilation of enrollment, program, tuition and cost data at institutions of higher education in the region. Recent initiatives include the New England: Public Policy Collaborative, Excellence Through Diversity Program, Technology Partnership, Telecommunications and Distance Learning Program, and College Ready New England. In addition, they sponsored the New England - State Authorization Reciprocity Agreement (NE-SARA) program.

20-A M.R.S.A. §405, sub-§3(W) authorized the State Board of Education to participate in the State Authorization Reciprocity Agreement (SARA) through the NEBHE. Thus, the Maine Department of Education is the new portal agency for SARA. SARA is an agreement among its member states, districts and U.S. territories that establishes comparable national standards for interstate offerings of postsecondary distance-education courses and programs. It is intended to make it easier for students to take online courses offered by postsecondary institutions in a state other than the one where they reside. SARA is overseen by a national council and administered by four regional higher education compacts, with the NEBHE being the regional entity for the State of Maine.

PUBLICATIONS:

Connection: New England's Journal of Higher Education & Economic Development
New England Regional Student Program Enrollment Report
New England Regional Student Program Offerings
New England Higher Education and the Economy: Commission Prospectus Issues
Reports
Preliminary Report, A Threat to Excellence
Financing Higher Education: The Public Investment
Renewing Excellence

INDEPENDENT AGENCIES - INTERSTATE COMPACT

Biomedical Research & Technology: A prognosis for International Economic Leadership
Equity and Pluralism: The Report of the Task Force on Black and Hispanic Enrollment and Retention in New England Higher Education
Law & the Information Society
New Choices Facing College & University Pension Funds

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

ST. CROIX INTERNATIONAL WATERWAY COMMISSION NEAL BERRY, EXECUTIVE DIRECTOR

Central Office: 112 BARKER STREET, CALAIS, ME 04619
Mail Address: PO BOX 610, CALAIS, ME 04619
Established: 1987
Reference: Policy Area: 04 *Umbrella:* 98 *Unit:* 497 *Citation:* T0038
FAX: (207) 952-9153
Telephone: (207) 952-9069
M.R.S.A., Sect.: 000000994

PURPOSE:

The St. Croix International Waterway Commission (The Commission) was established through a 1986 Memorandum of Understanding and subsequent reciprocal legislation between the State of Maine and the Province of New Brunswick to create a cooperative commission to manage common heritage along the St. Croix River, including East Grand Lake and Spednic Lake. The St. Croix River is noted for its recreational fisheries, outdoor recreation, and other outstanding natural resources. The St. Croix International Waterway corridor includes two of the State's largest lakes, a 30 mile/48 km outstanding river segment, twelve communities, being the ancestral homeland of the Passamaquoddy Tribe, and the site of the earliest European settlement in North America at the International Historic Site located on Saint Croix Island.

The Commission's purpose was set out in the Memorandum of Understanding in seven (7) objectives:

- a) Protect and manage natural and recreational resources;
- b) Encourage and maintain a high quality back country recreational and educational experience;
- c) Encourage tourism and resultant economic benefits;
- d) Protect and promote awareness of human heritage resources, including both Indian and early European;
- e) Ensure coordination in the planning and management of shared resources;
- f) Establish mechanisms and processes to be used to ensure fair representation of all user groups; and
- g) Obtain optimal benefits for recreational and educational use of the resources while recognizing the historic and current economic importance of the forest resource, including its management and commercial utilization.

Overall, The Commission functions to coordinate the transboundary management of natural resources, recreation, and economic development along the 110 mile/177 KM international St. Croix River corridor. The St. Croix International Waterway: A Heritage - A Future Management Plan was developed in October 1993 defining the goals, management directions and policies, and was adopted by Maine and New Brunswick in 1994.

ORGANIZATION:

The Commission is an independent, international body governed by eight commissioners, four (4) appointed by the Governor of the State of Maine and four (4) by the Premier of the Province of New Brunswick. From those appointed, a Co-Chair is assigned from each country. State and Provincial liaisons and U.S. and Canadian federal observers also serve on the Commission to support the Commission in an advisory capacity.

PROGRAM:

The Commission offers programs that run April to October, including the Heritage

INDEPENDENT AGENCIES - INTERSTATE COMPACT

River Recreation Program and environmental programs that provide employment opportunities for regional residents, often students seeking to gain experience and build skills in the outdoor recreation, biology, or environmental management fields.

RECREATION

The Recreation Program is the longest running and most established program. It represents several of our objectives by protecting, managing and promoting shared natural and recreational resources, in a fair and equitable manner to help ensure future access to backcountry camping, most at no charge, that supports the regional fishing, guiding and outfitter industries. Through funding from the State of Maine, the Province of New Brunswick, a private endowment fund, and campsite fees, the Commission maintains 102 backcountry facilities (portages, boat launches, access points, and campsites) along the St. Croix River, including Spednic Lake and East Grand Lake in both Maine & New Brunswick. It continues to implement a Leave No Trace policy for all sites. Maintenance includes cleaning, inspection, and repair of campsite facilities on a rotating weekly or bi-weekly schedule, depending on site utilization and governmental funding.

ECONOMIC DEVELOPMENT & COMMUNITY ENGAGEMENT

The Commission continues to work with several rural revitalization efforts in both Maine and New Brunswick. In addition to our previous collaborations, the Commission has become members in both the St. Croix Valley and St. Stephen Area Chambers of Commerce, and now sit on the Washington County Community College Recreation Tourism Committee and New Brunswick Power Community Liaison Committee, as it relates to the proposed decommissioning of the Milltown Power Dam. The Commission continued to interact and engage with the community, agencies, and both regional and State and Provincial governments. The administration office is located in Calais and staff are afforded work visas to work in both Canada and the U.S. during employment. In 2022, the Commission was awarded the non-profit of the year by the St. Croix Valley Chamber of Commerce.

ENVIRONMENTAL PROGRAMS

The Commission is contracted by various organizations, primarily governmental, to collect scientific data through our experienced field staff. This includes:

- New Brunswick Power - Sea-run anadromous fish population monitoring at the Milltown Research Trap continued with the final year of the fish count at Milltown with the decommissioning of the facility pending. Results were communicated to various groups, agencies, and stakeholders in both the U.S. and Canada. The Commission also undertook a fish tagging/tracking project to assess migration routes and efficiency of passage at several dams throughout the watershed.
- Water Quality Monitoring - Water Quality monitoring was conducted throughout the St. Croix Watershed in both Maine and New Brunswick through two simultaneous projects investigating nutrient loading and routine monitoring at upwards of 60 sites from April - December.

LICENSES:

None.

PUBLICATIONS:

Since the Commission's inception, it has produced several technical publications on St. Croix water quality, fisheries, recreation, and development topics. The website (www.stcroix.org) has been undergoing new changes to totally revamp its appearance and materials. The Commission will continue to actively engage in activities that reflect its original purpose, including the 5-year review of the 2015-2025 strategic plan, respond to technical and general inquiries, and engage stakeholders and the community. Further information is available on the Commission's website www.stcroix.org, by phone at 207-952-9069 or by emailing programs@stcroix.org.

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| ST. CROIX INTERNATIONAL WATERWAY COMMISSION | TOTAL | | | | | |
|--|---------------|---------------|---------|---------|---------|-------|
| | FOR | GENERAL | SPECIAL | HIGHWAY | FEDERAL | MISC |
| EXPENDITURES | ALL | FUND | REVENUE | FUND | FUNDS | FUNDS |
| GRANTS, SUBSIDIES, PENSIONS | 50,000 | 50,000 | | | | |
| TOTAL EXPENDITURES | 50,000 | 50,000 | | | | |

INDEPENDENT AGENCIES - INTERSTATE COMPACT

NEW ENGLAND INTERSTATE WATER POLLUTION CONTROL COMMISSION

PETER ZAYKOSKI, JETCC PROGRAM MANAGER

Central Office: 584 MAIN STREET, SOUTH PORTLAND, ME 04106
 Mail Address: 584 MAIN STREET, SOUTH PORTLAND, ME 04106
 Established: 1947
 Reference: Policy Area: 04 Umbrella: 98 Unit: 428 Citation: T0038

FAX: (207) 771-9028
 Telephone: (207) 253-8020
 M.R.S.A., Sect.: 000000532

PURPOSE:

New England Interstate Water Pollution Control Commission (NEIWPCC) is a regional commission that helps the states of the Northeast preserve and advance water quality. Our work and impact fall into five interconnected categories: (1) Connection (2) Protection; (3) Training; (4) Education and (5) Engagement.

ORGANIZATION:

In 1947 the 80th U.S. Congress passed legislation allowing for the formation of interstate water pollution control agencies. The states of Connecticut, Rhode Island, and Massachusetts responded at once by forming the New England Interstate Water Pollution Control Commission (NEIWPCC). Shortly thereafter, Vermont, Maine, New Hampshire and New York (because of interstate waterways connecting it with the New England states) joined by signing NEIWPCC's new Compact Agreement.

PROGRAM:

NEIWPCC's primary task is to coordinate the activities of its member states as they strive for water quality improvement. NEIWPCC encourages personal communication and information exchange while its professional staff provides a variety of services to member states.

Maine benefits directly from NEIWPCC's capabilities through its management of the Maine Joint Environmental Training Coordinating Committee (JETCC). Located in South Portland, JETCC was established in 1985 as part of the former New England Regional Wastewater Institute. JETCC was created to work in conjunction with the Maine Department of Environmental Protection and Maine Water Environment Association in offering training and re-certification opportunities for Maine's water and wastewater treatment plant operators.

In addition to maintaining its original role as a vehicle for training, JETCC has evolved into a tool for collaboration among personnel in the water pollution control community and regulatory staff from a variety of state agencies facing environmental issues. As a result, JETCC not only assists with the delivery of specific training and outreach programs but also furthers the goals of many state agencies with public education and training for a variety of environmental professionals as well as personnel in the fields of drinking water supply and water pollution control.

PUBLICATIONS:

NEIWPCC Annual Report (published each year in April)
 Reports on Benefits of Membership (published annually in December; separate versions created for each member state, including Maine)
 Interstate Water Report (print newsletter published 2x/year)
 Streamlined (e-mail newsletter, distributed quarterly)
 LUSTline (bulletin on underground storage tank issues published 3x/year)
 NEIWPCC-JETCC Environmental Training Center Course Catalogue (emailed monthly)
 JETCC Training Course Catalogue (emailed monthly)
 JETCC NewsBrief (emailed quarterly)

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| NEW ENGLAND INTERSTATE WATER POLLUTION CONTROL COMMISSION | TOTAL FOR | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|--|---------------|-----------------|-----------------------------|-----------------|------------------|---------------|
| EXPENDITURES | | | | | | |
| GRANTS, SUBSIDIES, PENSIONS | 52,950 | 52,950 | | | | |
| TOTAL EXPENDITURES | 52,950 | 52,950 | | | | |

WILD BLUEBERRY COMMISSION OF MAINE

DAVID BELL, CHAIRPERSON

Central Office: 5784 YORK COMPLEX, SUITE 52, ORONO, ME 04469

Mail Address: 5784 YORK COMPLEX, SUITE 52, ORONO, ME 04469

Established: 1977

Reference: Policy Area: 01 Umbrella: 99 Unit: 294 Citation: T0036

FAX:

Telephone: (207) 581-1475

M.R.S.A., Sect.: 000004312C

PURPOSE:

The Wild Blueberry Commission of Maine is charged to allocate and administer wild blueberry tax funds to better conserve and promote the prosperity and welfare of this State and of Maine's wild blueberry industry by fostering wild blueberry research and extension programs, supporting the development of promotional opportunities, and carrying out other activities in support of the State's wild blueberry industry. We work towards our vision of creating an agricultural business environment that promotes a vibrant wild blueberry community and fosters profitability, innovation, and the social, economic, and environmental sustainability of Maine's wild blueberry farms and food processors across all scales of production.

ORGANIZATION:

The Wild Blueberry Commission of Maine consists of ten seats appointed by the Commissioner of Agriculture, Conservation, and Forestry, five of which are grower-representatives and five of which are processor representatives. The Commission elects a chair and a vice chairperson from among its members and employs an executive director to execute the administrative responsibilities of the wild blueberry tax program.

The legislation also creates a Wild Blueberry Advisory Committee, our bylaws create a Fresh Pack and Value Added Committee, and the legislation provides for the formation of additional committees as needed.

PROGRAM:

Wild blueberry tax revenue is allocated to promotion and advertising, research and extension, administration, and other activities related to the economic viability of the Maine wild blueberry industry. Most of the research and all of the extension activities are programmed through the Maine Agricultural Experiment Station and the Cooperative Extension at the University of Maine. The Experiment Station maintains a research farm known as Blueberry Hill Farm in the town of Jonesboro. The Commission's collaborative relationship with the University of Maine is responsible for dramatically increasing Maine's production capacity over the last 50 years. Today, Maine is capable of producing over 100 million pounds of wild blueberries, up from a five-year average of 19 million pounds in 1981.

Market development and promotion activities are carried out primarily through the allocation of funds to the Wild Blueberry Association of North America - United States (WBANA-US) promotion program. This organization conducts wild blueberry promotions for domestic and export markets. Special emphasis is given to trade, food service, frozen retail sales, as well as new distribution channels. This organization also funds wild blueberry health research. Closely married to promotion, compelling findings are promoted through WBANA-US's website, social, and other promotional avenues.

2023 marks the third year of the Commission's Wild Blueberry Weekend (WBW). WBW is an agritourism event bringing Mainers and tourists alike to wild blueberry farms and partner establishments across the State.

Other recent activities funded by the Commission include a national school food service marketing program, exhibits at trade shows and fairs, engagement in state and federal policy that affects the industry, and ongoing opportunistic promotional opportunities carried out in collaboration with state and private partners.

PUBLICATIONS:

Bulletins, fact sheets, scientific articles, and newsletters are published by the Commission, the Maine Agricultural Experiment Station, and Cooperative Extension

INDEPENDENT AGENCIES - NOT PART OF STATE GOVERNMENT

at the University of Maine, Orono, Maine. The Wild Blueberry Commission releases an annual report of its activities, which is available for download on its website www.wildblueberrycommissionofmaine.org.

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| WILD BLUEBERRY COMMISSION OF MAINE | TOTAL | SPECIAL | | HIGHWAY | FEDERAL | MISC |
|------------------------------------|-----------|---------|-----------|---------|---------|-------|
| | FOR | GENERAL | REVENUE | | | |
| EXPENDITURES | ALL FUNDS | FUND | FUNDS | FUND | FUNDS | FUNDS |
| GRANTS, SUBSIDIES, PENSIONS | 1,397,127 | | 1,397,127 | | | |
| TOTAL EXPENDITURES | 1,397,127 | | 1,397,127 | | | |

UNIVERSITY OF MAINE SYSTEM WILD BLUEBERRY ADVISORY COMMITTEE

BRUCE HALL, CHAIRPERSON

Central Office: 5784 YORK COMPLEX, SUITE 52, ORONO, ME 04469
 Mail Address: 5784 YORK COMPLEX, SUITE 52, ORONO, ME 04469
 Established: 1945
 Reference: Policy Area: 01 Umbrella: 99 Unit: 426 Citation: T0036
 FAX: (207) 581-1475
 Telephone: (207) 581-1475
 M.R.S.A., Sect.: 000004312

PURPOSE:

The Advisory Committee works the with the University of Maine's wild blueberry research and extension faculty, the Director of the Maine Agricultural Experiment Station, and the Director of the Cooperative Extension Service in an advisory capacity. The University of Maine's wild blueberry research and extension team submits proposals to the Committee for research and extension funding. Funding requests and proposals are granted to University of Maine faculty based upon project alignment with the Advisory Committee's stated research priorities.

ORGANIZATION:

The Wild Blueberry Advisory Committee consists of seven members who are appointed by the Wild Blueberry Commission of Maine to serve four-year terms. Members may be reappointed for successive terms. Annually, the Committee elects a chairperson and vice chairperson from within Advisory Committee membership. The Wild Blueberry Commission of Maine designates their executive director as an ex officio member of the Advisory Committee.

PROGRAM:

Program results and/or recommendations are presented in annual research reports and University of Maine Cooperative Extension publications.

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

BOARD OF THE MAINE CHILDREN'S TRUST INCORPORATED

HEIDI AAKJER, EXECUTIVE DIRECTOR

Central Office: 56 LEIGHTON RD, AUGUSTA, ME 04330
 Mail Address: 56 LEIGHTON RD, AUGUSTA, ME 04330
 Established: 1994
 Reference: Policy Area: 05 Umbrella: 99 Unit: 576 Citation: T0022
 FAX: (207) 213-6301
 Telephone: (207) 623-5120
 M.R.S.A., Sect.: 000003883

PURPOSE:

Maine Children's Trust, Inc. (MCTI) was established to prevent the abuse and neglect of Maine's children and to provide a mechanism for voluntary contribution

INDEPENDENT AGENCIES - NOT PART OF STATE GOVERNMENT

by individuals and groups for annual and long-term funding of prevention programs related to child abuse and neglect. Sources of funds include the State of Maine's Tax Check-off program, state grants, federal funding and donated funds from the corporate, individual and foundation sectors. Funds are used to support statewide child abuse and neglect prevention activities including financial allocations to interested parties who respond to annual request for proposals.

ORGANIZATION:

Established on April 7, 1994, MCTI is comprised of at least 17 members appointed as follows: one Maine State Senator, one Maine State Representative, four members from the Maine Association of Child Abuse and Neglect Prevention Councils, two representatives from the Department of Health and Human Services (DHHS) appointed by the DHHS Commissioner, three members appointed by the Governor, three appointed by the Maine Chamber of Commerce and Industry and at least three by majority vote of the Board. MCTI is a nonprofit corporation held to be an essential governmental function.

PROGRAM:

Responsibilities include:

- a) Create public awareness in both the public and private sectors regarding prevention programs and prevention policies.
- b) Encourage active financial and in-kind participation from the public and private sectors carrying out MCTI's purposes.
- c) Develop, initiate, propose or recommend ideas or innovations in rules, laws, policies and programs concerning child abuse and neglect to the Governor, Legislature, agencies, the business community and other groups.
- d) Review applications for grants and award grants and provide funding to recipients and initiatives that best address reduction of child abuse and neglect through prevention.

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| | | | | | | |
|--|----------------------------|---------------------|------------------------------|---------------------|----------------------|-------------------|
| BOARD OF THE MAINE CHILDREN'S TRUST INCORPORATED | TOTAL FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
| EXPENDITURES | | | | | | |
| GRANTS, SUBSIDIES, PENSIONS | 4,353 | | 4,353 | | | |
| TOTAL EXPENDITURES | 4,353 | | 4,353 | | | |

**CIVIL AIR PATROL
COL BLAIN A COTE, WING COMMANDER**

Central Office: RM 105, BLDG 7, CAMP KEYES, AUGUSTA, ME 04330
 Mail Address: PO BOX 5006, AUGUSTA, ME 04332-5006 FAX:
 Established: 1941 Telephone: (207) 626-7830
 Reference: Policy Area: 06 Umbrella: 99 Unit: 238 Citation: T0006 M.R.S.A., Sect.: 000000301

PURPOSE:

The Civil Air Patrol (CAP) provides an organization to aid United States citizens through voluntary contribution of their efforts, services and resources for the maintenance of aerospace education and to assist in meeting local, state and national emergencies, particularly air search and rescue, and disaster relief.

To accomplish the purposes for which it was chartered, the Civil Air Patrol: (1) conducts a nationwide internal and external program of aerospace education, including coordination of workshops conducted at local schools and communities; (2) conducts a comprehensive cadet program, including an International Air Cadet Exchange, special activities, and supervision of cadet encampments; (3) maintains an emergency services capability to meet the requests of the Air Force and state

INDEPENDENT AGENCIES - NOT PART OF STATE GOVERNMENT

and local officials for search and rescue, disaster relief, and other support missions; (4) conducts a comprehensive Senior Training Program to provide qualified personnel at all levels of CAP; (5) assists local, state, and other federal agencies in emergency operations; (6) conducts a flight management program for assigned aircrew members and manages an aircraft maintenance program for corporate owned aircraft; and, (7) maintains a nationwide communications capability to support emergency services operations and conduct official CAP business.

ORGANIZATION:

The Civil Air Patrol (CAP) is the official auxiliary of the United States Air Force and a nonprofit corporation which functions in accordance with its constitution, bylaws, regulations, and other directives issued by its National Headquarters. It was formed on December 1, 1941, and incorporated by the United States Congress on July 1, 1946. On May 26, 1948, the Civil Air Patrol became an auxiliary of the United States Air Force. The Secretary of the Air Force has been given authority to furnish assistance to the CAP and to accept and utilize the services in the fulfillment of noncombat missions of the Air Force.

The organization consists of the National Headquarters at Maxwell Air Force Base in Alabama; eight regional headquarters - Northeast, Middle East, Great Lakes, Southeast, North Central, Southwest, Rocky Mountain, and Pacific; and fifty-two wings - one for each state, the District of Columbia, and Puerto Rico. A wing is composed of a wing headquarters unit and all subordinate units within geographical boundaries of a state. Wing Commanders are appointed by the National Headquarters and have command authority over all CAP units and members thereof, within their respective wings. The squadron is the community level organization of the CAP, and includes three types: Senior Squadrons, composed of senior members only; Cadet Squadrons, composed primarily of cadets with a minimum of three seniors to meet supervisory, administrative and training requirements; and Composite Squadrons, composed of both senior and cadet members conducting both senior and cadet programs.

PROGRAM:

One of the primary missions of the CAP is to save lives and relieve human suffering while protecting the lives and equipment of those involved in providing these services. The Emergency Services Mission includes search and rescue; civil defense and disaster relief operations (in support of local, state, federal and other emergency services organizations). Mutual support relationships exist with the National Association for Search and Rescue (NASAR); U.S. Coast Guard Auxiliary (USCGA); the Federal Emergency Management Agency (FEMA); Federal Aviation Administration (FAA); U.S. Army Forces Command (FORSCOM); various Army, Navy, Coast Guard, and other Department of Defense agencies; the Maine Emergency Management Agency (MEMA); The Maine National Guard; American National Red Cross; Salvation Army; Volunteers of America (VOA); and other humanitarian organizations.

The Cadet Program provides opportunities for learning, maturing and accepting leadership to young Americans from 12 to 21 years of age. With advice and assistance from the United States Air Force, the Air Force Reserve, and CAP senior members at the national, regional, state, and local levels, cadets are exposed to a structured program of aerospace education leadership, physical fitness, and moral and ethical values in group and individual activities. As a cadet progresses through this structured program, he or she accomplishes a series of 15 achievements, each involving study and performance in the five program areas. Upon completion of each achievement, the cadet earns increased cadet rank, decorations, awards, eligibility for national special activities, and an opportunity for both flight and academic scholarships.

Civil Air Patrol has an internal and external aerospace education program. The internal program is designed to provide aerospace education to the CAP membership, both senior and cadet. The external program provides the general public with the aerospace education necessary to ensure the development of aerospace and the maintenance of aerospace supremacy. The Aerospace Education Program provides all American citizens with an understanding of, and an appreciation for, the importance of aviation and space exploration to our society and to our national security.

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PUBLICATIONS:

Civil Air Patrol publications and prices are available from the National Headquarters bookstore.
Address and phone: CAP National Headquarters, 105 South Hansell Street, Bldg. 714, Maxwell AFB, AL 36112-6332. (877) 227-9142.

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

CONNECTMAINE AUTHORITY NICK BATTISTA, BOARD CHAIR

Central Office: 111 SEWALL STREET, 3RD FLOOR, AUGUSTA, ME 04333
Mail Address: 59 STATE HOUSE STATION, AUGUSTA, ME 04333-0145 *FAX:*
Established: 2006 *Telephone:* (207) 624-9849
Reference: Policy Area: 01 *Umbrella:* 99 *Unit:* 639 *Citation:* T0035A *M.R.S.A., Sect.:* 000009203

PURPOSE:

In 2006, the Legislature created the ConnectMaine Authority (CME) to identify unserved areas of the State; develop proposals for broadband expansion projects, demonstration projects and other initiatives; administer the process for selecting specific broadband projects; and provide funding, resources, and incentives. The CME expands the universal availability of broadband service by administering funds, supporting broadband investment, facilitating state support of deployment of broadband infrastructure, collecting and disseminating broadband information, and promoting use of broadband service. The CME supports local and regional broadband planning by providing technical and financial assistance to identify broadband needs and to develop and implement plans to meet those needs.

ORGANIZATION:

The CME began operations in June 2007 with the goal of expanding broadband services in the State. CME consisted of a seven voting member board and a staff until July 2022, then CME entered into a Memorandum of Understanding (MOU) with the Maine Connectivity Authority (MCA) and MCA began providing functional oversight of CME.

Although the CME and MCA remain separate legal entities, with separate Boards of Directors, the CME and MCA have agreed that given their similar operational objectives, functional integration represents the best course to ensure efficient and well-coordinated broadband planning and oversight services. The CME and MCA have an MOU whereby MCA staff provide contractual support services to the CME Board of Directors (BOD) to implement CME programs, with MCA staff providing supervision of all CME Funds starting August 1, 2022. The goal of the CME-MCA MOU is to enable alignment of the CME and MCA programs within the framework of the two separate legal entities with their respective Boards of Directors to better serve Maine citizens.

Any federal funds already awarded to CME will remain with CME, and future federal funds received under existing awards will remain with CME. The CME BOD has authorized the MCA to administer those funds on behalf of the CME and has appointed the President of MCA as the contract representative for the CME federal grants.

PROGRAM:

The goal of both CME and MCA is to facilitate the universal availability of broadband to all Maine households and businesses, and to help them understand the valuable role it can play in enriching their lives and helping their communities thrive. A quarter of one percent (0.25%) assessment on all communications, video and internet service bills, and a ten-cent (\$0.10) surcharge on all landline numbers is collected by the ConnectMaine Fund through CME. Through the organizational MOU between MCA and CME, these funds are used to assist MCA's efforts to expand the universal availability of broadband service by administering funds, supporting broadband investment, facilitating state support of the deployment of broadband infrastructure, collecting and disseminating

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broadband information, and promoting use of broadband service.

CME administers funds through grant programs. Infrastructure grants are awarded to support investments in expanding the availability of broadband service, in unserved areas for the greatest relative improvement to existing internet service. Additionally, CME may use funds to assist proposed projects qualifying for other sources of funding. Planning grants have been awarded to develop plans for expanding the availability of broadband services.

PUBLICATIONS:

ConnectMaine Authority Annual Report to the Joint Standing Committee on Energy, Utilities and Technology of the Maine Legislature:
https://www.maine.gov/connectme/about/financial-reports (No Charge)

State of Maine Broadband Action Plan:
https://www.maine.gov/connectme/about/annual-reports (No Charge)

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| CONNECTMAINE AUTHORITY | TOTAL FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|------------------------|---------------------|--------------|-----------------------|--------------|---------------|------------|
| EXPENDITURES | | | | | | |
| CONTRACTUAL SERVICES | 1,900,000 | | | | | 1,900,000 |
| TOTAL EXPENDITURES | 1,900,000 | | | | | 1,900,000 |

**MAINE DAIRY AND NUTRITION COUNCIL
SARAH LITTLEFIELD, EXECUTIVE DIRECTOR**

Central Office: 337 STATE ST SUITE 2, AUGUSTA, ME 04330
Mail Address: 337 STATE ST SUITE 2, AUGUSTA, ME 04330
Established: 1975
Reference: Policy Area: 01 Umbrella: 99 Unit: 016 Citation: T0007
FAX: (207) 287-7161
Telephone: (207) 530-9043
M.R.S.A., Sect.: 000002998B

PURPOSE:

The Maine Dairy and Nutrition Council is a USDA qualified dairy checkoff organization. It is the nutrition education, public and industry relations component of the total dairy checkoff initiative in Maine to increase demand for dairy products through nutrition education. The industry wide dairy marketing plan stresses the nutritional benefits and contributions of dairy products, in accordance with scientific recommendations and in conjunction with dietary guidelines.

ORGANIZATION:

The Council was established in 1949 as the Milk Advisory Committee, later renamed the Maine Dairy Council, and in 1975 became the Maine Dairy and Nutrition Council. In 1996, the Maine Dairy and Nutrition Council became a public instrumentality of the State of Maine. Maine law provides for funding, Council appointments, and Council members' term limits.

The Council is funded under the Dairy Production Stabilization Act of 1983 National Dairy Promotion and Research Order, dairy checkoff assessment paid by Maine dairy farmers to the Maine Dairy Promotion Board and by milk dealers and/or dairy processors. This assessment is incurred by dealers and processors purchasing Maine produced milk, Maine producer dealers selling their own milk and out of state processors and dealers purchasing milk produced outside of the State and sold within the State. First handlers incur the assessment when purchasing Maine produced milk and selling it outside the State.

PROGRAM:

The Maine Dairy and Nutrition Council is an affiliated unit of National Dairy Council®, United Dairy Industry Association, and is one of Dairy Management Inc, 16 state and regional organizations across the country. The Maine Dairy and

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Nutrition Council utilizes and provides to educators, health professionals and consumers a variety of nutrition education materials, programs, and resources. Many of the programs and resources are developed by National Dairy Council®, and are reviewed and/or endorsed by organizations such as the American Academy of Pediatrics, American Academy of Nutrition and Dietetics, National Medical Association, and the School Nutrition Association.

The nutrition education and physical activities program "Fuel Up To Play 60" is a partnership between National Dairy Council® and the National Football League implemented in Maine schools with students and program advisors, focused on creating healthy school environments by making healthy food choices and stressing the importance of sixty minutes of daily physical activity. Grants and incentives to accomplish Fuel Up To Play 60 goals, based on prescribed criteria, are made available to schools by the Maine Dairy and Nutrition Council and channeled through the GENYOUth Foundation.

Maine Dairy and Nutrition Council has at its disposal nutrition education resources, research reports and findings, and downloadable/printable materials. The Council exhibits at many health professional, school nutrition, and consumer education conferences and community events.

Their website, www.drinkmainemilk.org, provides links to additional nutrition education materials and resources.

PUBLICATIONS:

Nutrition education materials, posters and brochures.

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

MAINE DAIRY PROMOTION BOARD SARAH LITTLEFIELD, EXECUTIVE DIRECTOR

Central Office: 337 STATE ST. SUITE 2, AUGUSTA, ME 04330

Mail Address: 337 STATE ST. SUITE 2, AUGUSTA, ME 04330

Established: 1953

Reference: Policy Area: 01 *Umbrella:* 99 *Unit:* 024 *Citation:* T0007

FAX: (207) 287-7161

Telephone: (207) 530-9043

M.R.S.A., Sect.: 000002992A

PURPOSE:

The Maine Dairy Promotion Board is a USDA qualified dairy checkoff organization. It is the communication, public and industry relations component of the total dairy checkoff program in Maine, focusing on increasing demand for dairy products as part of a dairy industry wide marketing plan. The Maine Dairy Promotion Board is one of 16 affiliated state and regional member organizations of United Dairy Industry Association. Maine Dairy Promotion Board is an affiliate of Dairy Management, Inc. located in Rosemont, Illinois and as such, an affiliate of National Dairy Council®, Innovation Center for U.S. Dairy®, Dairy Research Institute® and United States Dairy Export Council®.

ORGANIZATION:

The Board was established in 1953 as the Maine Milk Committee, later becoming the Maine Dairy Promotion Board. In 1996 the Maine Dairy Promotion Board became a public instrumentality of the State of Maine. Federal and Maine laws provide for funding. The Board is funded under federal Public Law 98-180, the Dairy Production Stabilization Act of 1983, National Dairy Promotion and Research Order, and the dairy checkoff assessment. The Dairy Act authorized a national dairy producer funded program for dairy product promotion, research, and nutrition education, to increase human consumption of milk and dairy products. The dairy checkoff assessment is paid by Maine dairy farmers on each hundredweight of milk produced. Maine law also provides for Board appointments and Board members' term limits.

INDEPENDENT AGENCIES - NOT PART OF STATE GOVERNMENT

PROGRAM:

The Maine Dairy Promotion Board implements the national Unified Marketing Plan in Maine along with other United Dairy Industry Association state and regional dairy checkoff organizations across the country. The Unified Marketing Plan is a coordinated marketing program designed to communicate, promote and encourage the use of milk and dairy products to all aspects of the general public to strengthen the dairy industry's position in the marketplace. A portion of the promotion budget is allocated to media messaging and communications, supplemented by other promotions designed to call attention to dairy products, dairy ingredients, the dairy industry, and to encourage the consumption of milk and other dairy products.

Dairy Optimization is an initiative targeted to increase the consumption of milk and other dairy products with children in Maine and the nation's schools. Nationally, programs in quick-serve restaurants, such as McDonald's, Domino's, Pizza Hut and others have resulted in dramatic increases in the utilization of dairy products. Promotion activities include consumer messaging, conference exhibits, trade shows, dairy industry events, school cafeteria programs and promotions, recipe development, dairy industry posters and education programs such as specific Media Trainings, "Telling Your Story" and the website "Dairy Good". Other promotions supplement media messaging and public and industry relations programs such as National June Dairy Month and Milk2MyPlate. A dairy crisis communications program in Maine is part of a national effort to protect and enhance the dairy industry. Dairy industry communications are a key factor within the Maine Dairy Promotion Board. 3-Every Day of Dairy and Undeniably Dairy are consumer education initiatives targeting consumers, dairy processors, dairy manufacturers and retailers. The website usdairy.com provides access to information about dairy farming and related dairy industry information as does Maine's website www.drinkmainemilk.org.

For the benefit of Maine dairy farmers selling milk on the Boston Regional Market, the Maine Dairy Promotion Board can, at the Board's discretion, elect to transfer a portion of the dairy checkoff income to the New England Dairy Promotion Board to help support promotion programs in the other five New England states.

PUBLICATIONS:

Dairy checkoff information and brochures, dairy industry messaging, posters and related materials, crisis information, dairy product recipes and dairy promotion items.

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

MAINE DEVELOPMENT FOUNDATION

**JOY BARRESI SAUCIER, RN, MHA, CHAIR
YELLOW LIGHT BREEN, PRESIDENT & CEO**

Central Office: 2 BEECH STREET, HALLOWELL, ME 04347

Mail Address: 2 BEECH STREET, HALLOWELL, ME 04347

Established: 1977

Reference: Policy Area: 01 Umbrella: 99 Unit: 399 Citation: T0010

FAX: (207) 622-6346

Telephone: (207) 622-6345

M.R.S.A., Sect.: 000000916

PURPOSE:

The Maine Development Foundation (MDF) is a nonprofit economic development corporation created by the Maine Legislature in 1977 to capitalize on the interests, resources, and efforts of the public and private sectors. Maine Development Foundation champions sustainable, long-term growth for Maine. It is a catalyst for new ideas and provides common ground for solving problems and advancing issues.

ORGANIZATION:

Enabling legislation (10 M.R.S.A. Sec. 915-928) for the MDF was passed by the 108th Legislature and took effect in October, 1977. MDF has the power of a

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private corporation, which allows the Board of Directors the freedom to establish and change the activities of MDF as it sees fit, and act decisively to take advantage of economic development opportunities. All but two of MDF's Board of Directors are elected by contributors to MDF. The Board includes both public and private members. This is designed to encourage active participation of private business and local development interests, and establish the public/private partnership at the Board level. This partnership has improved MDF's access to the private sector's ability to generate new business activity and has helped organize public and private resources to stimulate additional business activity in Maine.

The Board of Directors consists of up to 19 people: sixteen elected by the membership and two appointed by the Governor. Of these sixteen, eight must come from the public sector and eight from among the private sector. The president is appointed by the other directors and is the final member.

The Foundation is financed by membership dues, fee for service, contracts, and grants. Corporations, counties, cities, towns, and other organizations can become members by contributing to MDF.

PROGRAM:

LEADERSHIP MAINE is a year-long, fourteen-day training program for CEOs and senior level managers from business, government, education and the nonprofit sector. The program is experiential and helps participants gain new awareness about issues facing Maine's economic future, new skills needed for effective leadership and networks with others throughout the State.

INSTITUTE FOR CIVIC LEADERSHIP is a year-long, fourteen-day inward journey during which leaders hone their understanding of themselves, their teams, their organizations and communities while developing and practicing the necessary skills in an experiential setting to lead effectively in today's fast-paced environment.

MAINE ECONOMIC GROWTH COUNCIL is a permanent, 19 member council appointed by the Governor, the Speaker of the House and the President of the Senate to establish and maintain a long-range economic development plan for the State and benchmarks to measure progress. The Council is staffed by the Maine Development Foundation.

POLICY LEADERS ACADEMY helps prepare Maine legislators to lead in an increasingly dynamic environment through learning experiences which result in greater knowledge about the economy (using the work of the Maine Economic Growth Council as a guide), and broader leadership skills to ensure their effectiveness.

THE MAINE DOWNTOWN CENTER, supported by 15 volunteer advisors, is the leading resource for downtown revitalization statewide. The Center serves as the State coordinator in Maine for the National Trust Main Street Center utilizing a four point historic preservation-based economic development strategy to create vibrant, healthy downtowns. The Center works in dozens of communities representing every county in Maine, including 10 full certified Main Street Maine communities.

REALIZE!MAINE is created by, for and of Mainers ages 20-40 to serve as a catalyst, a collaborator and a convener of Maine's young people with a stake in our common future by providing professional, social, cultural, recreational, and civic opportunities in Maine. The program undertakes collective statewide activities and also supports, convenes, and sub-grants to regional network groups which implement impactful programming.

MAINE ADULT PROMISE is a partnership initiative of MaineSpark working to increase aspirations and attainment of post-secondary credentials and degrees by adult learners, including by creating a statewide network of MaineSpark Navigators, establishing a statewide online portal for potential adult students, and developing outreach opportunities between employers and providers.

FOREST OPPORTUNITY ROADMAP (FOR/MAINE) in which MDF is a partner and project manager, is an industry-led cross-sector collaboration which has come together to realize the next generation of Maine's forest economy by working to diversify the state's wood products businesses, attract capital investments, and develop greater economic prosperity for communities impacted by recent mill closures.

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SEAMaine, or the Seafood Economic Accelerator for Maine, in which MDF is a partner and project manager, is an industry-led initiative bringing together leaders in Maine's commercial fishing, aquaculture, and seafood economy. This statewide initiative is developing a roadmap and action plan for economic growth, market and workforce development, and greater resiliency in Maine's seafood economy.

PUBLICATIONS:

"Measures of Growth", Maine Economic Growth Council
Leadership Maine Alumni Directory
Various research reports, surveys, and program and economic evaluations

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| MAINE DEVELOPMENT FOUNDATION | TOTAL FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|------------------------------|---------------------|--------------|-----------------------|--------------|---------------|------------|
| EXPENDITURES | | | | | | |
| GRANTS, SUBSIDIES, PENSIONS | 58,444 | 58,444 | | | | |
| TOTAL EXPENDITURES | 58,444 | 58,444 | | | | |

**DISABILITY RIGHTS MAINE
KIMBERLY A. MOODY, EXEC DIR**

Central Office: 160 CAPITOL ST. STE. 4, AUGUSTA, ME 04330
Mail Address: 160 CAPITOL ST. STE. 4, AUGUSTA, ME 04330 FAX: (207) 621-1419
Established: 1977 Telephone: (207) 626-2774
Reference: Policy Area: 05 Umbrella: 99 Unit: 475 Citation: T0005 M.R.S.A., Sect.: 000019501

PURPOSE:

To provide protection and advocacy services for people of all ages who have a disability and who meet enabling legislation eligibility criteria. Specifically, Disability Rights Maine (DRM) provides: 1) advocacy assistance for people with disabilities who have experienced a violation of their rights based on disability or who are seeking a reasonable accommodation for their disability; 2) information and referral for rights and services related to disability; 3) training on disability-related rights and services for people with disabilities and their family members; 4) legal representation for eligible clients; and 5) telecommunications equipment and training on its use as well as outreach and support to deaf, hard of hearing, late deafened and deaf-blind Maine residents.

ORGANIZATION:

DRM is a private nonprofit agency with a governing Board of Directors. DRM is mandated and enabled by both federal and state laws.

PROGRAM:

DRM represents individuals with disabilities by providing information and referral, individual representation, legal representation, rights training, telecommunications equipment and systemic advocacy.

LICENSES:

N/A

PUBLICATIONS:

- *A Basic Guide to Self-Advocacy
- *Advance Health Care Directives for Planning Mental Health Care
- *Employment Rights for People with Disabilities
- *How to Vote and Your Rights in the Voting Process
- *Involuntary Hospitalization and Outpatient Services Laws
- *Maine's Criminal Responsibility Law: How Does It Affect Me?
- *Your Rights in Maine's Community Crisis System
- *Your Rights in Crisis Stabilization Units

INDEPENDENT AGENCIES - NOT PART OF STATE GOVERNMENT

*How to File a Grievance Against a Community Mental Health Provider

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| DISABILITY RIGHTS MAINE | TOTAL FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|-----------------------------|---------------------|--------------|-----------------------|--------------|---------------|------------|
| EXPENDITURES | | | | | | |
| GRANTS, SUBSIDIES, PENSIONS | 126,045 | 126,045 | | | | |
| TOTAL EXPENDITURES | 126,045 | 126,045 | | | | |

ME ED CTR DEAF & HARD OF HEAR & GOV BAXTER SCHOOL FOR DEAF

**KAREN HOPKINS, EXECUTIVE DIRECTOR
DEAN FLANAGIN, DIR OF OPERATIONS**

Central Office: MACKWORTH ISLAND, FALMOUTH, ME 04105
 Mail Address: MACKWORTH ISLAND, FALMOUTH, ME 04105 FAX: (207) 781-6319
 Established: 1997 Telephone: (207) 781-3165
 Reference: Policy Area: 02 Umbrella: 99 Unit: 613 Citation: T0020A M.R.S.A., Sect.: 000007401

PURPOSE:

The Maine Educational Center for the Deaf and Hard of Hearing (MECDHH) and The Governor Baxter School for the Deaf (GBSD), encompasses early intervention and family services: 0-2 programming and statewide education and family services: deaf education programming in site-based programs on Mackworth Island, Portland public schools and the Brewer public schools. MECDHH/GBSD offers an array of quality, evidenced-based services to all deaf and hard of hearing children, their families and the greater community. MECDHH/GBSD provides early intervention, early childhood programming, educational programming and consultation for deaf and hard of hearing children statewide.
 MECDHH/GBSD Mission: In collaboration with families and professionals throughout Maine, we provide transformative learning, language-focused education, and opportunities for social-emotional growth, empowering deaf and hard of hearing individuals birth to 22 to reach their full potential.
 MECDHH/GBSD Vision: A community where all individuals, families and professionals are united in support of deaf and hard of hearing success.

ORGANIZATION:

GBSD had its origin as the Portland School for the Deaf, founded in 1876. It operated on Spring Street as part of the Portland School System as the Maine School for the Deaf within the Bureau of Institutions. When the Bureau of Institutions dissolved, the organization was placed in the Department of Mental Health and Corrections. It remained there until transferred to the Maine Department of Education. From 1982 through 1996 the Maine Department of Education's Office of Federal/State/Local Relations served as liaison to the Commissioner and Legislature and resource on administration and policy matters.

In 1953, funds donated by Governor Baxter and funds granted by the Legislature were used for the construction of a new residential facility for the deaf on Mackworth Island, which was left by Governor Baxter for that purpose. In 1957, the Legislature honored the Governor by officially changing the name of the school to GBSD. In 1997, the Governor appointed a separate School Board to oversee the operation of GBSD. In 2005, to better reflect the statewide mission of the organization, the name was changed to the MECDHH/GBSD.

PROGRAM:

MECDHH/GBSD provides a wide range of services for children ages 0-2 years of age and students Pre K - age 22. Services are provided to families and professionals statewide. Comprehensive programming include: parent infant programming on Mackworth Island, deaf education, site based programs in Portland housed in East End Community School, Lyman Moore Middle School, Portland High School and Portland Arts and Technical High School. The Brewer site based program is housed

INDEPENDENT AGENCIES - NOT PART OF STATE GOVERNMENT

in the Brewer Community School and Brewer High School. The Mackworth Island Preschool site based program is housed on Mackworth Island in Falmouth. Through a memorandum of understanding with Child Development Services, Maine Department of Education, collaborative early intervention services for deaf and hard of hearing children are provided statewide. Outreach services for students age 3-22 are provided by referral through 504 and individualized education program (IEP) teams in public schools statewide.

LICENSES:

DHHS Childcare license, NAEYC Childcare accreditation

PUBLICATIONS:

MECDHH/GBSD Strategic Plan
<https://www.mecdhh.org/deaf-children-maine-language/strategic-plan/>
MECDHH/GBSD Annual Report <https://www.mecdhh.org/annual-report-2020/>
Maine Kindergarten Readiness Report

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

MAINE GOVERNMENTAL FACILITIES AUTHORITY TERRY HAYES, EXECUTIVE DIRECTOR

Central Office: 127 COMMUNITY DRIVE, AUGUSTA, ME 04330
Mail Address: 127 COMMUNITY DRIVE, AUGUSTA, ME 04330 *FAX:* (207) 623-5359
Established: 1987 *Telephone:* (207) 622-9386
Reference: Policy Area: 00 *Umbrella:* 99 *Unit:* 405 *Citation:* T0004 *M.R.S.A., Sect.:* 000001602

PURPOSE:

The Maine Governmental Facilities Authority was established to assist state government in financing the construction and equipping of facilities by providing access to the tax exempt bond market.

ORGANIZATION:

Established in 1987 as the Maine Court Facilities Authority, the State Legislature created the Maine Governmental Facilities Authority in September 1997 as its successor. The Authority consists of a five-member Board of Commissioners, including the Treasurer of the State and the Commissioner of the Department of Administrative and Financial Services who serve as ex officio members, and three other members, who are residents of the State of Maine and are appointed by the Governor, for terms of five years. The Board of Commissioners shall elect one of its members as chairman and one as vice-chairman. The Executive Director of the Maine Municipal Bond Bank shall serve as the Executive Director of the Maine Governmental Facilities Authority and is responsible for the day-to-day activities of the Authority. The Executive Director also serves as both the secretary and treasurer of the Authority.

PROGRAM:

During fiscal year 2023, no new bonds were issued.

The Authority does not receive an appropriation from the State of Maine. It derives its revenue from loan servicing fees charged to participating eligible borrowers using its financing capabilities.

PUBLICATIONS:

Annual Report - Audit

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

MAINE HISTORICAL SOCIETY
STEPHEN BROMAGE, EXECUTIVE DIRECTOR

Central Office: 489 CONGRESS ST, PORTLAND, ME 04101-3498

Mail Address: 489 CONGRESS ST, PORTLAND, ME 04101-3498

Established: 1822

Reference: Policy Area: 03 Umbrella: 99 Unit: 176 Citation: S1822

FAX: (207) 775-4301

Telephone: (207) 774-1822

M.R.S.A., Sect.: 000000118

PURPOSE:

Incorporated by the State of Maine in 1822, the Maine Historical Society (www.mainehistory.org) is a charitable, educational, nonprofit corporation whose mission is to preserve and share Maine's story.

ORGANIZATION:

The Maine Historical Society (MHS) is governed by a Board of Trustees which oversees a professional staff that includes 25 full-time and 13 part-time employees. MHS's mission, vision, values, core commitments, and goals are articulated in MHS's 2022-2027 Business Plan and Audience Engagement Plan. Two years after Maine achieved statehood, the Legislature passed a bill in 1822 incorporating the Maine Historical Society, charging it to collect and preserve Maine's history. Governor Albion K. Parris presided over the first meeting in Maine's first State House in Portland. The Society housed its collections at Bowdoin College until 1881 and held its Annual Meetings coincidental to the College's commencement into the early 20th century. Through the efforts of civic leader, philanthropist and scholar James Phinney Baxter, the Society moved its collections and many of its programs to Portland in 1881. Baxter provided space in the new Portland Public Library built in 1889. In 1901, the Society opened the Wadsworth-Longfellow House Museum, left to the Society through the bequest of Anne Longfellow Pierce. The House, childhood home of famed poet Henry Wadsworth Longfellow, became Maine's first historic house museum. During 1907, the Society finished its new library at 485 Congress Street, adjacent to the Wadsworth-Longfellow House. The Wadsworth-Longfellow House was restored in June 2000. The Society's capital campaign and 1992 purchase of 489 Congress Street allowed expansion of collections storage, exhibition and program space. The Wadsworth-Longfellow House underwent an extensive restoration in 2001. The Brown Library underwent a complete renovation and expansion which was completed in 2009. In 2014, MHS established an offsite Collections Management Center in an innovative partnership with Portland Public Library to support the long-term preservation, care, and expansion of MHS collections. In the 1990's MHS became a full member of the Maine Cultural Affairs Council. Staff members participate in collaborative efforts throughout Maine and New England including the Maine Archives and Museums Association, the Maine Library Association, Maine Historical Records Advisory Board, New England Archivists, the Academic and Cultural Collaborative of Maine, and the New England Museum Association. From its inception MHS has received state support, including, since 1940, a small annual appropriation from the General Fund to support the essential historical and educational services it provides to the people of Maine. Throughout the 19th century, special state appropriations supported a variety of MHS publication projects, including publication of the Documentary History of Maine. A special State appropriation in 1999 helped MHS start development of the Maine Memory Network.

PROGRAM:

MHS consists of the Brown Research Library, Maine Memory Network, MHS Museum, an unlisted Collections Processing & Storage Facility, and the Wadsworth-Longfellow House & Garden. MHS serves a statewide audience, visitors to Maine, and people interested in Maine throughout the world. The Brown Research Library is the premiere resource for studying Maine history. Staff facilitate research at MHS and direct researchers to resources at institutions throughout Maine. Through its online catalog and reading room, MHS provides access to collections that span the 15th to 21st centuries, including 150,000 books and pamphlets, 200,000 photographs, 3,000 maps and atlases, 2,000,000 archival pages, and 28,000 artifacts. These include: materials that illustrate the experience of Wabanaki people; maps and treaties that document exploration, settlement, and land-use; collections that illustrate the evolution of Maine communities and industries; family, business, and institutional records; immigration, religion, social and political movements, and recreation; Maine participation in national and

INDEPENDENT AGENCIES - NOT PART OF STATE GOVERNMENT

international events; natural resources, maritime history, and the Maine Woods; and architecture and engineering records. The Library serves over 6,000 in-house researchers each year and hosts fellowships and scholarly forums. The nationally-recognized Maine Memory Network (www.mainememory.net) is a statewide digital platform that empowers Maine communities and individuals to share their history. Since its launch in 2001, Maine Memory evolves constantly and provides a robust platform for a wide range of historical interests and activity. MHS provides training, support, and infrastructure to 270+ contributing partners - museums, archives, and local historical societies, libraries and community organizations throughout Maine. Maine Memory provides access to 70,000+ historical items, hundreds of online exhibits, community websites, educational resources, and more. It provides a gateway for exploring Maine history and key platform for sharing Maine's story. The MHS museum features changing exhibitions, public programs, and K-16 programs, activities, and curriculum. Exhibits and programs explore how Maine is shaped by its history and feature the collections of partners across the state who share their knowledge, expertise, and perspectives about Maine. Exhibitions provide context for topics of contemporary importance, recent initiatives explored immigration, veterans' issues, Maine's food heritage, culture, and economy, environmental stewardship, and Maine's evolving paper industry. The Museum includes the Wadsworth-Longfellow House & Garden. More than 25,000 visitors, including more than 3,500 school children, visit the House, Gallery, take walking tours, or attend public programs on an annual basis. Another 1,000 students participate in outreach programs. www.mainehistory.org and www.mainememory.net

PUBLICATIONS:

Maine History, a peer reviewed scholarly journal published in partnership with the Department of History at the University of Maine (1961-Present)
 Diseases in the District of Maine 1772-1820 by Richard Kahn (2020)
 Maine Becomes a State by Ronald Banks (1971, and Bicentennial Edition 2020)
 Maine Photography, A History, 1840-2015 (2016)
 A Bibliography of Maine Imprints 1785-1820 (2015)
 Maine in the Civil War: A Bibliographic Guide, 2nd Edition (2014)

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| MAINE HISTORICAL SOCIETY | TOTAL FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|-----------------------------|------------------------------|-----------------|-----------------------------|-----------------|------------------|---------------|
| GRANTS, SUBSIDIES, PENSIONS | 44,864 | 44,864 | | | | |
| TOTAL EXPENDITURES | 44,864 | 44,864 | | | | |

**MAINE HOSPICE COUNCIL
 KANDYCE POWELL, EXECUTIVE DIRECTOR**

Central Office: 295 WATER STREET, SUITE 303, AUGUSTA, ME 04330
Mail Address: P.O. BOX 2239, AUGUSTA, ME 04338-2239 *FAX:* (207) 622-1274
Established: 1984 *Telephone:* (207) 626-0651
Reference: Policy Area: 05 *Umbrella:* 99 *Unit:* 516 *Citation:* T0022 *M.R.S.A., Sect.:* 000008611

PURPOSE:

The Maine Hospice Council (MHC) exists to ensure increased access to high quality end-of-life and palliative care in Maine. MHC's mission is to promote universal access to quality end-of-life care through innovation, creativity, education, advocacy and collaboration.

ORGANIZATION:

MHC was incorporated in 1984. Initially, funding for MHC's operations was made possible by legislation in 1989. Today, the annual grant from the General Fund represents approximately 16% of the Council's operating budget.

MHC is overseen by a volunteer Board of Directors comprised of 7 members. The

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organization employs one full-time Executive Director, one part-time Executive Assistant and one part-time subcontracted bookkeeper. Other project managers may be hired as grant monies allow. Workplace giving (Maine Share), annual appeal, private donations, estate planning, education conferences, special events, grant funding, consulting and membership dues comprise some of the diverse sources of funding. However, it should be noted that the Coronavirus Pandemic has had a significant impact on revenue.

PROGRAM:

MHC remains the only statewide organization focused solely on end of life and palliative care. Hallmarks of MHC's work encompasses inclusivity, collaborative partnerships, outreach and program development for the underserved and disenfranchised. Access to quality end of life and palliative care remains MHC's priority.

Examples of MHC's collaborative partnerships have been the Maine Cancer Pain Initiative, Maine Consortium of PC (Palliative Care) and Hospice, Robert Wood Johnson Community/State Partnership, ALS Collaborative, Maine State Prison Hospice Program, Hospice Veterans Partnership, Palliative Care and Quality of Life Interdisciplinary Advisory Council and the POLST (Physician Orders for Life Sustaining Treatment) Coalition.

MHC has often taken a leadership role in relevant policy development and discussions. MHC also continues to be a placement site for interns, graduate students and Doctoral candidates. At the request of the Maine legislative joint standing committee on judiciary matters, MHC developed and published "Pain Management at End of Life: A Physician's Self Study Packet", which qualified for 3 Category 1 Continuing Medical Education credits (CMEs). In addition, MHC acts as a clearinghouse and resource center for consumers and healthcare professionals by offering information, resource materials, education and trainings.

PUBLICATIONS:

- "Consumer Protection and End-of-Life Care" - published in partnership with the Attorney General's Office.
- "Hospice/Veterans Partnership of Maine " brochure, in partnership with Maine Veterans Homes and Togus VAMC
- "Maine Hospice Guide"
- "Listen to Me"
- Hospice Resource Bibliography
- Six Session Course, "Pain Management from an IDT Perspective" (video) - \$150
- "Hospice" brochure
- Sounds of Comfort CD, "Born Again"- \$17.88
- POLST in Maine" DVD
- "On Life and Living: the Hospice Experience" DVD
- POLST "Train the Trainer" Manual

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| MAINE HOSPICE COUNCIL | TOTAL FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|-----------------------------|------------------------------|-----------------|-----------------------------|-----------------|------------------|---------------|
| EXPENDITURES | | | | | | |
| GRANTS, SUBSIDIES, PENSIONS | 63,506 | 63,506 | | | | |
| TOTAL EXPENDITURES | 63,506 | 63,506 | | | | |

MAINE STATE HOUSING AUTHORITY

DANIEL BRENNAN, DIRECTOR

WATS: (800) 452-4668

Central Office: 26 EDISON DRIVE, AUGUSTA, ME 04330-4633

Mail Address: 26 EDISON DRIVE, AUGUSTA, ME 04330-4633

Established: 1969

Reference: Policy Area: 01 *Umbrella:* 99 *Unit:* 346 *Citation:* T0030A *M.R.S.A., Sect.:* 000004722

FAX: (207) 626-4678

Telephone: (207) 626-4600

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PURPOSE:

The Maine State Housing Authority (MaineHousing) was created by the Maine Legislature in 1969 to address the problems of unsafe, unsuitable, overcrowded, and unaffordable housing. MaineHousing's mission is to assist Maine people in obtaining and maintaining quality, affordable housing and services suitable to their housing needs. In carrying out this mission, MaineHousing provides leadership, leverages federal, state, and private resources, and promotes partnerships to develop and implement sound housing policy. MaineHousing's programs, on an annual basis, benefit more than 90,000 Maine households - about one of every six households in the State.

ORGANIZATION:

MaineHousing "is a public body, corporate and politic and an instrumentality of the State." It functions as an administratively independent authority and receives no General Fund appropriations from the Legislature for its operations.

MaineHousing is governed by a board of 10 commissioners, 8 of whom must be appointed by the Governor and confirmed by the Legislature upon the recommendation of the Labor and Housing Committee. The Director of MaineHousing, who is appointed by the Governor and confirmed by the Legislature, serves as an ex officio nonvoting commissioner. The State Treasurer serves as an ex officio voting commissioner. The other 8 commissioners vote.

MaineHousing couples the methods and efficiencies of the private financial markets with the federal tax incentives of tax-exempt bonds to invest in affordable housing for Maine people.

MaineHousing also is a conduit for bringing a wide range of federal and other funding to Maine, including low income housing tax credits, block grants and competitive grants.

MaineHousing is both Maine's finance agency and a public housing authority for those parts of the State without one.

PROGRAM:

MaineHousing's programs and services fall into the following general categories:

HOUSING DEVELOPMENT. MaineHousing provides financing and financial incentives for private development of affordable rental housing for families, older Mainers and persons with special needs. This both provides affordable rents and stimulates Maine's economy.

HOME BUYING ASSISTANCE. MaineHousing provides low fixed rate mortgages to first time homebuyers and other assistance to help make homeownership affordable for more Maine people.

HOME IMPROVEMENT ASSISTANCE. MaineHousing offers programs to help with home improvement needs, including: grants to abate contaminated well water; low- or no-cost loans to make heating, electrical, or structural repairs and improve home accessibility; grants to make homes lead safe; and loans to fund repair of homes damaged in a declared natural disaster.

HOMEOWNER ASSISTANCE. In 2022 MaineHousing assumed management of the temporary federal Homeowner Assistance Program, to assist Maine homeowners with relief for financial hardships they suffered due to the coronavirus pandemic.

WATER ASSISTANCE. In 2022-23 MaineHousing provided federally-funded assistance to customers of water and wastewater utility districts who had fallen behind on their water or sewer bills.

ASSET MANAGEMENT. MaineHousing oversees the operation of the thousands of rental units that MaineHousing financed or that MaineHousing manages via federal programs, including ensuring the units meet fiscal affordability and safety standards.

RENTAL ASSISTANCE. Properties developed with MaineHousing financing offer more affordable rents to consumers. Rental assistance also is provided in the form of federal Section 8 Housing Choice Vouchers.

ENERGY ASSISTANCE. MaineHousing offers fuel assistance using funds from the federal Home Energy Assistance Program (HEAP), and home energy improvements such

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as home weatherization and heating system repair or replacement that make homes more affordable for the long-term.

HOMELESS ASSISTANCE. MaineHousing subsidizes emergency shelters and other housing options for people who are homeless. MaineHousing also works with homeless service providers and other organizations toward a shared goal of preventing and eliminating homelessness in Maine.

PUBLICATIONS:

MaineHousing.org provides general information on MaineHousing programs and services as well as access to a wide range of publications such as annual reports, program guides, and housing market research.

www.mainehousing.org

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| MAINE STATE HOUSING AUTHORITY | TOTAL FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|-------------------------------|---------------------|--------------|-----------------------|--------------|---------------|------------|
| EXPENDITURES | | | | | | |
| GRANTS, SUBSIDIES, PENSIONS | 181,894,774 | 2,900,000 | 122,719,911 | | 56,274,863 | |
| TOTAL EXPENDITURES | 181,894,774 | 2,900,000 | 122,719,911 | | 56,274,863 | |

MAINE INSURANCE GUARANTY ASSOCIATION
BARBARA P. LAW, EXECUTIVE SECRETARY

WATS: (800) 852-2003

Central Office: ONE BOWDOIN SQUARE, BOSTON, MA 02114-2916
Mail Address: ONE BOWDOIN SQUARE, BOSTON, MA 02114-2916
Established: 1970
Reference: Policy Area: 07 Umbrella: 99 Unit: 353 Citation: T0024A M.R.S.A., Sect.: 000004436

PURPOSE:

The Maine Insurance Guaranty Association is an organization created by statute whereby all licensed property and casualty insurance companies are required to belong. The purpose of the Guaranty Association is to pay covered claims of insolvent property and casualty insurance companies that conducted business in Maine.

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

MAINE INTERNATIONAL TRADE CENTER
WADE MERRITT, PRESIDENT

Central Office: 2 PORTLAND FISH PIER, STE 204, PORTLAND, ME 04101
Mail Address: 2 PORTLAND FISH PIER, STE 204, PORTLAND, ME 04101
Established: 1996
Reference: Policy Area: 01 Umbrella: 99 Unit: 587 Citation: T0010 M.R.S.A., Sect.: 000000945

PURPOSE:

The Maine International Trade Center (MITC) was established to enhance the competitive advantage of state businesses in the international markets. The purpose of MITC, through its private and public board, is to provide and enhance international trade services in coordination with the economic development activities of the private sector, community and regional agencies, and state government. MITC also

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promotes the State of Maine as an education and investment destination to overseas audiences.

ORGANIZATION:

MITC was created by the State Legislature in 1996 to expand Maine's economy through increased international trade in goods and services. MITC is a public-private partnership funded through the Maine Department of Economic and Community Development (DECD), membership dues of over 300 companies and business organizations, as well as corporate sponsor contributions. MITC members are in all 16 counties throughout Maine and range from sole proprietors to major employers (81% with less than 100 employees; 68% with less than 25 employees). The 10-person office provides critical services to Maine's small and medium sized businesses, including customized counseling and trade-specific training to help businesses identify and take advantage of opportunities in the global marketplace. Last year MITC assisted over 300 companies across Maine. The budget request includes funding for the State Director and Maine North Atlantic Development Office (MENADO) Director, as well as pass-through grant funding in support of its operations. The powers and duties of the Maine International Trade Center are detailed in 10 M.R.S.A. chapter 107-B.

PROGRAM:

Reporting directly to the Commissioner and through its strategic partners (Maine DECD; Maine Department of Agriculture, Conservation and Forestry (MACF); US Department of Commerce; Maine Technology Institute; Maine Manufacturing Extension Partnership; Maine Small Business Development Centers; U.S. Small Business Administration; Finance Authority of Maine; Manufacturers Association of Maine; Food Export USA), MITC coordinates the following:

International trade missions/shows: MITC organizes in-person and virtual trade events to targeted markets and top industry trade shows to introduce Maine companies and industries to prospective overseas clients and partners.

Educational Seminars and Resources: MITC hosts a three-tiered trade education series to provide practical skills training and valuable takeaways to help businesses at various levels of international experience succeed in global markets, as well as a 24/7 online web portal of resources including reports and videos.

Focused Initiatives: Invest in Maine, an initiative of MITC and Maine DECD established to promote job creation and growth through investment, introduces the State as a potential location to companies looking to expand or enter the US market (DECD's investment leveraged over \$800,000 in federal funding through 2017). Nearly 2,500 international students contribute an estimated \$90 million to Maine's economy annually. StudyMaine, a consortium of 22 high schools, colleges, and universities, promotes the State as a top education destination in the US, encouraging lasting ties through alumni and parent relationships. StudyMaine is an extension of MITC's export development work, with crossover to investment attraction. The Maine North Atlantic Development Office (MENADO) was formed in 2013 to increase trade, investment, and collaborative activity between the State of Maine and markets of the North Atlantic and engagement in Arctic affairs. MENADO develops strategic relationships throughout the region to ensure Maine's place in the global conversation about the Arctic and empowers businesses in the state to leverage sustainable development opportunities. In partnership with Maine DECD and the Office of Economic Adjustment (OEA) at the US Department of Defense (DOD), Defense Industry Maine (DIME) was established to help Maine companies diversify both within and outside of the defense industry.

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

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MAINE MILITARY AUTHORITY

MG DOUGLAS A. FARNHAM, COMMISSIONER/ADJ GENERAL
BG SCOTT A. YOUNG, DEPUTY COMMISSIONER

Central Office: 32 CONNECTICUT ROAD, LIMESTONE, ME 04750
Mail Address: 63 STATE HOUSE STATION, AUGUSTA, ME 04333 *FAX:* (207) 287-3019
Established: 2001 *Telephone:* (207) 287-3018
Reference: Policy Area: 06 *Umbrella:* 99 *Unit:* 620 *Citation:* T0037B *M.R.S.A., Sect.:* 000000391

PURPOSE:

The Maine Military Authority was established by law in the Second Session of the 120th Legislature as a body corporate and politic and a public instrumentality of the State. The Authority exists to operate the Maine Readiness Sustainment Maintenance Center and to maintain, rebuild, repair, and store equipment for the State, for the United States Departments of the Army, Air Force, Navy and Treasury, and local, state, federal agencies/departments, foreign governments, and private industry.

ORGANIZATION:

The Authority ceased operations in fiscal year 2018-19 and maintains only one employee at its office in Limestone to oversee the discontinuance of operations. The Executive Director is appointed by the Governor.

PROGRAM:

Initially the program was incepted to provide maintenance and repair services to National Guard vehicles and funded through a Cooperative Agreement with the National Guard Bureau. The Cooperative Agreement terminated September 30, 2015, due to defense spending cuts. The program is currently in process of ceasing operations.

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

MIDCOAST REGIONAL REDEVELOPMENT AUTHORITY

KRISTINE LOGAN, EXECUTIVE DIRECTOR
JEFFREY K. JORDAN, DEPUTY DIRECTOR

Central Office: SUITE 200, 15 TERMINAL RD., BRUNSWICK, ME 04011
Mail Address: SUITE 200, 15 TERMINAL RD., BRUNSWICK, ME 04011 *FAX:*
Established: 2008 *Telephone:* (207) 798-6512
Reference: Policy Area: 01 *Umbrella:* 99 *Unit:* 654 *Citation:* T00005 *M.R.S.A., Sect.:* 00013083G

PURPOSE:

The Midcoast Regional Redevelopment Authority (MRRA), a component unit of the State of Maine, is a municipal corporation created by Maine Revised Statutes, Title 5, section 13083-G, and charged with the responsibility to acquire and manage property at the former Naval Air Station Brunswick (NAS Brunswick) and the Topsham Annex and to facilitate the rapid redevelopment of properties in order to recover from economic and employment loss as result of base closure.

ORGANIZATION:

MRRA is governed by an eleven-member Board of Trustees appointed by the Governor and confirmed by the Maine State Senate. Power and duties of the Board are established by statute. The bylaws direct the Board to adopt an annual budget, provide for an annual audit, appoint various committees and hire an Executive Director. The Executive Director is the chief executive officer and is responsible for carrying out the policies of the trustees and overseeing the daily operation of MRRA and appointing staff.

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PROGRAM:

NAS Brunswick was a 3,200-acre military enclave within the jurisdictional limits of the Town of Brunswick, in Cumberland County, Maine. Now known as Brunswick Landing, the base was built as a multi-purpose campus that has changed over many years to serve a variety of purposes. It has been an airport since its initial development in the late 1930s, built on the site of the State's first municipal airfield. The Brunswick Executive Airport opened as a general aviation airport on April 2, 2011. In total there are over 200 buildings totaling over 1.75 million square feet on the base; forty of which would be considered significant facilities that will be redeveloped by MRRA. MRRA's targeted business clusters as described in the Reuse Master Plan include composite R&D and manufacturing; aviation and aerospace research, maintenance, repair and manufacturing; information technology; and a world-renowned business complex for integrated research and development, manufacturing, testing, company incubation and productive operation of green energy technology products and services. To date, 150 businesses or organizations call Brunswick Landing home, including satellite campuses of the Southern Maine Community College and University College at Bath/Brunswick. Collectively, these organizations employ over 2,535 individuals. In July of 2021, the Maine Public Utilities Commission approved Terms and Conditions for MRRA to offer electric utility distribution services at Brunswick Landing.

LICENSES:

None.

PUBLICATIONS:

MRRA Strategic Business Plan (2023)
BNAS Reuse Master Plan (December 2007)
Topsham Annex Reuse Master Plan (December 2007)
Brunswick Airport Master Plan Study (December 2009)
Design Guidelines (July 2010)
Annual Reports and Audits available at MRRA website www.mrra.us

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

COMBAT SPORTS AUTHORITY OF MAINE

BILLY BOUFFARD, CHAIRMAN
CHRIS GUILD, TREASURER

Central Office: ,,

Mail Address: PO BOX 10525, PORTLAND, ME 04104

FAX: (207) 482-0965

Established: 2009

Telephone: (207) 712-6615

Reference: Policy Area: 07 Umbrella: 99 Unit: 650 Citation: T00008 M.R.S.A., Sect.: 00000522

PURPOSE:

The Combat Sports Authority of Maine (CSAM) is established to regulate and promote mixed martial arts and professional boxing competitions, exhibitions and events in the State as set forth in Title 8, Chapter 20, sections 521 through 532. A mixed martial arts (MMA) competition or professional boxing, exhibition or event may not be held in the State prior to the adoption of rules pursuant to this chapter.

ORGANIZATION:

CSAM is made up of a board of directors consisting of seven members appointed by the Governor. The board elects a chair, a secretary and a treasurer from among its members. Currently there is one seat open.

PROGRAM:

CSAM has spent calendar year 2022 promoting and regulating 2 boxing events and 5 mixed martial arts events.

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The duties of the board consist of registering the event and working with the promoters on approving the fight card. CSAM also registers all fighters and verify that all proper medical clearance has been received, blood work done and an eye exam performed. CSAM monitors weigh-ins to make sure fighters make weight and on fight day we instruct inspectors who oversee the taping of hands, pre-fight medicals, counting of tickets, escorting fighters to post fight exams, and general enforcement of Maine rules regarding MMA and professional boxing. CSAM holds monthly board meetings where we discuss upcoming events, issues and any changes that need to be made to processes or rules. Five percent of ticket sales from these events comes back to CSAM along with fees from licensing fighters, events, managers, seconds, trainers and anyone else associated with the fight. These revenues have netted CSAM roughly \$600. This money will be used for administrative costs and legal fees.

LICENSES:

The authority reviews and grants licenses to all fighters, promoters, referees, corners, timekeepers and judges who are involved with any MMA or professional boxing competition, exhibition or event in the State pursuant to the rules established by CSAM.

PUBLICATIONS:

There were no general publications this fiscal year. CSAM will produce an Annual Report; Codified Rules; Bylaws and a Business Plan.

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

PINE TREE LEGAL ASSISTANCE THOMAS FRITZSCHE, EXECUTIVE DIRECTOR

Central Office: 88 FEDERAL STREET, PORTLAND, ME 04101

Mail Address: PO BOX 547, PORTLAND, ME 04112

Established: 1983

FAX: (207) 828-2300

Telephone: (207) 774-4753

Reference: Policy Area: 06 Umbrella: 99 Unit: 479 Citation: PL1983 M.R.S.A., Sect.: C. 477

PURPOSE:

Founded in 1966, Pine Tree Legal Assistance, Inc. is a Maine not-for-profit corporation incorporated to provide free legal assistance to low-income persons with civil legal problems.

ORGANIZATION:

Pine Tree Legal Assistance, Inc. is governed by a 24-member Board of Directors composed of licensed Maine attorneys, eligible clients, and one 'at large' member. The Administrative Office is in Portland (774-4753). Individuals seeking legal assistance can contact Pine Tree by phone (774-8211) on Mondays 12:00pm - 2:30pm; Tuesdays 9:00am - 11:30am; and Thursdays 9:00am - 11:30am. Pine Tree Legal Assistance, Inc. has strict financial accountability measures, receives consistently clean annual audits, and has a Platinum Star rating from GuideStar for transparency and accountability.

PROGRAM:

Pine Tree Legal Assistance is a statewide, not-for-profit law firm providing direct civil legal advocacy for individuals and families who are unable to afford private counsel, maintenance and development of program website resources and self-help and other community-facing educational tools, and training events and presentations to client groups, social service providers, members of the private bar, and others. In FY23, Pine Tree Legal Assistance served 20,258 people through a total of 8,413 individual cases, reached 10,640 people through community education activities including consultations, meetings, presentations, and trainings, and its websites were utilized by 1,284,915 users for a total of 2,033,753 page views. Clients' eligibility for direct services is determined based on income, assets, and other factors. Because our resources are limited, we

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generally restrict direct legal services to individuals and families whose household's annual adjusted gross income is at or below 125% of the federal poverty guidelines. Pine Tree is restricted from serving a small number of individuals based on immigration status and incarceration.

PUBLICATIONS:

Pine Tree offers a comprehensive library of self-help tools, legal information, and resources which are available to everyone online at no charge at <https://ptla.org>, <https://kidslegal.org>, and <https://statesidelegal.org>.

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| PINE TREE LEGAL ASSISTANCE | TOTAL FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|-----------------------------|--|-------------------------|--------------------------------------|-------------------------|--------------------------|-----------------------|
| EXPENDITURES | | | | | | |
| GRANTS, SUBSIDIES, PENSIONS | 650,000 | 650,000 | | | | |
| TOTAL EXPENDITURES | 650,000 | 650,000 | | | | |

MAINE POTATO BOARD

DONALD E. FLANNERY, EXECUTIVE DIRECTOR
JEANNIE M. TAPLEY, DIRECTOR OF OPERATIONS

WATS: (800) 553-5516

Central Office: 744 MAIN STREET RM. 1, PRESQUE ISLE, ME 04769

Mail Address: 744 MAIN STREET RM. 1, PRESQUE ISLE, ME 04769

Established: 1986

Reference: Policy Area: 01 Umbrella: 99 Unit: 330 Citation: T0036

FAX: (207) 764-4148

Telephone: (207) 769-5061

M.R.S.A., Sect.: 000004603

PURPOSE:

The Maine Potato Board was established as a public instrumentality of the State to provide for the advancement of the Maine potato industry in the public interest and for the public good, under the auspices of a state agency. Under the Board, all elements of the Maine potato industry are represented and work together under the leadership of a unified, public board to solve the problems facing the industry.

ORGANIZATION:

The Board is an eleven-member group, serving two-year terms, representing grower, processor and shipper elements of the industry. The Board selects a president, vice-president, treasurer and secretary from its members, and appoints an Executive Director and Assistant Executive Director to administer programs and policies established by the Board.

PROGRAM:

Potato tax revenue for the twelve-month period ending June 30, 2023 was \$1,055,850. Maine growers harvested approximately 53,000 acres, producing 18.8 million hundredweight of potatoes. The planted acreage was composed of 71% processing varieties, 11% table stock varieties and 18% seed varieties. Approximately 9,711 acres were entered for seed certification. The tax revenues of the Maine Potato Board in 2022-2023 were used as follows: 27% for Administration (Board), 21% Advertising/Marketing, 37% Research, 15% Other. The Board was represented with exhibits at trade shows. The Maine Potato Board financed research through the University of Maine, Maine Agricultural Experiment Station and the Cooperative Extension. Other projects, including educational, also benefited from the Maine Potato Board grants.

PUBLICATIONS:

Maine Potato Recipe booklets (printed--free)
 Spuddy coloring books (free)

INDEPENDENT AGENCIES - NOT PART OF STATE GOVERNMENT

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| MAINE POTATO BOARD | TOTAL | SPECIAL | | HIGHWAY | FEDERAL | MISC |
|-----------------------------|------------------|----------------|------------------|---------|---------|-------|
| | FOR | GENERAL | REVENUE | | | |
| EXPENDITURES | ALL | FUND | FUNDS | FUND | FUNDS | FUNDS |
| GRANTS, SUBSIDIES, PENSIONS | 1,217,625 | 160,902 | 1,056,723 | | | |
| TOTAL EXPENDITURES | 1,217,625 | 160,902 | 1,056,723 | | | |

SEED POTATO BOARD

DONALD E. FLANNERY, EXECUTIVE DIRECTOR
JEANNIE M. TAPLEY, DIRECTOR OF OPERATIONS

Central Office: 744 MAIN STREET ROOM 1, PRESQUE ISLE, ME 04769
Mail Address: 744 MAIN STREET ROOM 1, PRESQUE ISLE, ME 04769 *FAX:* (207) 764-4148
Established: 2009 *Telephone:* (207) 769-5061
Reference: Policy Area: 01 *Umbrella:* 99 *Unit:* 657 *Citation:* T00007 *M.R.S.A., Sect.:* 00002151

PURPOSE:

The Maine Seed Potato Board was established to foster and improve the seed potato industry of the State of Maine. Its primary responsibilities are to produce, or cause to be produced, through contract or otherwise, sufficient acreages of foundation seed potatoes of various varieties for distribution and sale to Maine potato growers; to work with and through the Agricultural Experiment Station of the University of Maine in conducting a program of foundation seed potatoes annually; to purchase, own, sell or convey farm real estate and farm equipment as necessary for the purpose of producing seed potatoes; and to make rules and regulations pertaining to its program of production, distribution and sales of seed potatoes. Proceeds from the sale of seed potatoes are credited to the operating account of the board.

ORGANIZATION:

The Maine Seed Potato Board was organized in April 1945. It initially consisted of six members appointed by the Governor from specified areas for terms of three years, and the Commissioner of Agriculture, Conservation and Forestry served as chairman. A number of changes in the board's structure have occurred since then, and the last one occurred in 2009 when the Legislature voted to transfer oversight of the Board from the Department to the Maine Potato Board. The Commissioner now serves as a member and appoints two members to include a representative of the potato industry in a county other than Aroostook County and a person producing potatoes in Aroostook County primarily for processing. The Maine Potato Board appoints six members representing the potato industry in Aroostook County and to include one grower producing primarily tablestock potatoes and another grower producing potatoes primarily for processing. The board is authorized to elect a secretary, who need not be a member of the Board.

PROGRAM:

The Board carries out its mission through the operation of a foundation seed potato production facility known as the Porter Farm in Masardis, Maine. Over 200 different varieties are maintained in a tissue culture bank and approximately 30 varieties of seed potatoes are produced in the fields each year. The facility is equipped with tissue culture production, disease testing laboratories, seed storages with climate control systems, greenhouses and an irrigation system to support the production of nuclear and foundation seed. In 2009, the Board began producing minitubers in a state-of-the-art greenhouse using hydroponics that allowed them to produce high quality minitubers at very competitive prices. It also enabled them to increase the volume of seed at a much faster rate to meet growing demands for new varieties.

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

MAINE PUBLIC BROADCASTING CORPORATION
RICK SCHNEIDER, PRESIDENT & CEO

WATS: (800) 884-1717

Central Office: 1450 LISBON STREET, LEWISTON, ME 04240

Mail Address: 1450 LISBON STREET, LEWISTON, ME 04240

Established: 1992

Reference: Policy Area: 03 Umbrella: 99 Unit: 561 Citation: P1991

FAX: (207) 783-5193

Telephone: (207) 783-9101

M.R.S.A., Sect.: CH 848

PURPOSE:

The Maine Public Broadcasting Corporation (Maine Public) is Maine's premier, independent media resource serving the entirety of Maine, dedicated to creating exceptional opportunities for the communities it serves to engage with critical issues, compelling stories and quality entertainment. Every day, Maine Public connects the people of Maine to each other, to the world, and the world to Maine through the open exchange of information, ideas and cultural content. Maine Public is renowned for creating award-winning programs, as well as airing content from Public Broadcasting Service (PBS), National Public Radio (NPR), and other independent producers.

ORGANIZATION:

Formed in 1992, Maine Public is an independently owned and operated nonprofit organization.

Maine Public has administrative offices and production facilities for television, radio and web services in Lewiston, Bangor, Augusta and Portland. The station's transmitters and translators, located throughout the State, deliver programs to nearly all of Maine's citizens. The organization employs just under 115 full-time and part-time people.

Maine Public is governed by a volunteer Board of Trustees which include the President of Maine Public, a Gubernatorial appointee, a University System appointee and up to 24 Community Members from across the State. The Board meets a minimum of four times a year and all meetings are open to the public.

Maine Public has a volunteer Community Advisory Board (CAB) with membership reflecting the diversity of the State and Maine Public's audiences. The purpose of the CAB is to advise the Board of Trustees and Maine Public staff as to whether the programming and other policies of Maine Public meet the needs of the communities that the station serves. The CAB meets twice a year and its meetings are also open to the public.

Maine Public's revenues come from the voluntary contributions from just over 54,000 individual supporters, as well as underwriting support from businesses and nonprofit organizations.

Additional funding is received through an annual appropriation from the State of Maine and from television & radio community service grants from the Corporation for Public Broadcasting.

PROGRAM:

Maine Public is the only statewide public media service providing local and national content on television, the radio and online to Maine residents, free of charge. Maine Public is committed to bringing local, national and international news, public affairs including extensive coverage of the state government in action in Augusta, and cultural programming that informs, educates and enriches our citizens. This is reflected in statewide reporting with dedicated reporters covering educational issues, state government, and environmental and health care challenges facing Maine.

Maine Public has its primary radio channel, Maine Public Radio, and a secondary radio channel, Maine Public Classical, that provides classical music, jazz, and opera across the state. Maine Public has continued to add new locally produced classical and jazz programming to its offerings.

Maine Public continues to make inroads in serving as many regions and populations as possible. Maine Public produces Maine Public News Connect, an online video series presenting the top news stories from Maine Public Radio, translated and

INDEPENDENT AGENCIES - NOT PART OF STATE GOVERNMENT

delivered weekly in French, Spanish, Portuguese, and Somali languages, to provide Maine's immigrant communities with access to important news and information. This program additionally includes weekly translated newsletters in these four languages in addition to Khmer and Arabic. Maine Public is currently looking to expand both its Maine Public Radio and Maine Public Classical signals in northern and western Maine.

Maine Public Radio carries significant international, national, and local programming. Maine Public's own Morning Edition and All Things Considered programs include content each day that explores Maine topics and issues with depth and substance. Maine Public's daily call in show, Maine Calling, covers a wide spectrum of topics relevant to Maine listeners. Maine Public's program Speaking in Maine features the content of some of the most interesting and relevant forums taking place across Maine.

Maine Public Television productions include High School Quiz Show Maine, the Maine Public Film Series, coverage of the Maine Principals' Association Invitational High School Basketball State Finals, the annual broadcast of the Governor's State of the State Address, a new outdoor program called Borealis, and deep coverage of events and developments in Maine's State Capital. Maine Public Television is just one of Maine Public's television offerings available for free across the state. Additionally, Maine Public offers the Create Channel, the PBS 24/7 Kids Channel, and The World Channel to our audience. Both Maine Public Television and the 24/7 Kids Channel can be streamed for free off of our website, mainepublic.org.

Maine Public's web-based services at mainepublic.org draw visitors from around the world and the free Maine Public App allows for greater and more convenient access to Maine Public's online, radio, and television content. Much of Maine Public's radio and television content can be streamed for free from our website.

Maine Public connects with viewers and listeners through Community Advisory Board meetings, Board of Trustees meetings, Statewide screenings of Maine Public programs, a presence at fairs and festivals, as well as an active social media presence. Maine Public partners with non-profits across the State to help promote their events and help drive the success of their efforts.

PUBLICATIONS:

Each month Maine Public publishes Experience, a radio and television program guide that doubles as a Maine Public magazine. It is distributed to some 20,000 members and is available at all of Maine Public's offices.

Maine Public makes available a daily news headlines email, a weekly newsletter called THE TEN, and a weekly newsletter centered on politics in Maine called Maine's Political Pulse. A number of news-related podcasts are developed and released each week. Each are free and available to all.

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| MAINE PUBLIC BROADCASTING CORPORATION | TOTAL FOR ALL FUNDS | GENERAL FUND | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|---------------------------------------|---------------------|------------------|-----------------------|--------------|------------------|------------|
| EXPENDITURES | | | | | | |
| GRANTS, SUBSIDIES, PENSIONS | 6,067,874 | 1,650,000 | | | 4,417,874 | |
| TOTAL EXPENDITURES | 6,067,874 | 1,650,000 | | | 4,417,874 | |

**MAINE RURAL DEVELOPMENT AUTHORITY
DEBORAH JOHNSON, CHAIRMAN
MICHELLE MACKENZIE, CLERK, FAME**

Central Office: C/O FAME, 5 COMMUNITY DR., AUGUSTA, ME 04332-0949
 Mail Address: PO BOX 949, AUGUSTA, ME 04332-0949 FAX: (207) 623-0095
 Established: 2002 Telephone: (800) 228-3734
 Reference: Policy Area: 01 Umbrella: 99 Unit: 626 Citation: T0005 M.R.S.A., Sect.: 000013120A

INDEPENDENT AGENCIES - NOT PART OF STATE GOVERNMENT

PURPOSE:

The Maine Rural Development Authority (MRDA) was established to provide loans to communities, agencies or businesses for the development of commercial facilities as a lender or investor in the acquisition, development, redevelopment and sale of commercial facilities or on a speculative basis in areas where economic and financial needs are not adequately supported by private investment.

MRDA's purpose is to also assist areas of the State hard hit by the loss of a substantial number of jobs or the loss of a large employer. The authority works with private investors, banks and municipalities to help develop commercial buildings to attract businesses and employers and to redevelop existing properties for commercial or industrial use that would otherwise remain vacant.

ORGANIZATION:

MRDA is a public instrumentality of the State. A Trustee Board, consisting of seven members governs MRDA. The Governor appoints five of the trustees; the CEO of the Finance Authority of Maine (FAME) and the Commissioner of the Department of Economic and Community Development serve as ex officio voting members. The commissioner is chair of the Board. Bylaws were adopted in the fall of 2002. MRDA contracts with FAME for staff and project support.

PROGRAM:

MRDA meets its purpose through three specific programs: the Speculative Industrial Building Program, the Commercial Facilities Development Program, and the Rural Manufacturing and Industrial Site Redevelopment Program. The programs are governed by statute and by rules adopted by the MRDA. In the programs, MRDA acts as a stimulus to private and public investment in these facilities to create more job opportunities in Maine communities.

The Speculative Industrial Facilities Program (Chapter 99-626-01) provides loans to communities to develop commercial or industrial facilities on a speculative basis. This program was developed in 1973, and was housed in the State Development Office, and later the Department of Economic and Community Development before being transferred to the MRDA.

The Commercial Facilities Development Program (Chapter 99-626-02) allows MRDA to serve as the principal, partner, lender or investor to initiate the redevelopment of existing facilities that are suitable for commercial or industrial use for subsequent sale or lease. This program requires at least a 25% match per project, which the MRDA can waive in cases of severe economic distress.

The Rural Manufacturing and Industrial Site Redevelopment Program (Chapter 99-626-03) is intended to provide grants for technical assistance, planning or implementation related to the rehabilitation, revitalization and marketing of manufacturing and industrial sites in rural communities.

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

BOARD OF TRUSTEES OF THE MAINE COMMUNITY COLLEGE SYSTEM

JOYCE MAKER, CHAIR

Central Office: 323 STATE STREET, AUGUSTA, ME 04330

Mail Address: 323 STATE STREET, AUGUSTA, ME 04330

Established: 1986

Reference: Policy Area: 02 *Umbrella:* 99 *Unit:* 480 *Citation:* T0020A *M.R.S.A., Sect.:* 000012705

FAX: (207) 629-4048

Telephone: (207) 629-4000

PURPOSE:

The Maine Community College System (MCCS) Board of Trustees was established in 1986, to be the policy making authority of the MCCS. It is charged with developing and adopting policies for the operation of the MCCS, establishing the administrative council, and approving programs and policies recommended by the MCCS president and the administrative council; preparing and adopting a biennial

INDEPENDENT AGENCIES - NOT PART OF STATE GOVERNMENT

line-category, operating budget; and developing and adopting personnel policies and procedures.

ORGANIZATION:

The M CCS Board of Trustees consists of 15 members. Twelve are from the fields of business, industry, labor, education, and the general public, and one is a student from one of the community colleges. The Commissioner of the Department of Education and the Commissioner of the Department of Labor serve ex officio.

Public Law 1985, chapter 695, "An Act to Establish the Maine Vocational-Technical Institute System" was signed into law in 1986, setting in motion an evolving reorganization of a statewide network of vocational-technical institutes into today's M CCS. The names of the seven colleges were all changed on July 1, 2003.

The M CCS constitutes a "public instrumentality of the state" but not a "line" state agency included in or attached to a cabinet department; its status vis-a-vis state government is similar to that of the Maine Maritime Academy and the University of Maine System.

Maine law defines the basic mission of the M CCS in the following terms: "To provide associate degree, diploma, and certificate programs directed at the educational, career and technical needs of the State's citizens and the work force needs of the State's employers." The law further defines the primary goals of M CCS as follows: "to create an educated, skilled and adaptable labor force that is responsive to the changing needs of the economy of the State and to promote local, regional and statewide economic development."

PROGRAM:

The M CCS offers more than 300 certificate, advanced certificate and associate degree program options designed to prepare students for careers and/or transfer to four-year colleges and universities. Credentials are awarded in the following program areas: Arts, Humanities, Digital Media and Communication; Business and Hospitality; Computer Science and Information Technology; Education, Human Services, and Social and Behavioral Sciences; Health Sciences; Industrial Technology and Transportation; Public Safety; and Sciences, Engineering and Mathematics. M CCS also offers a wide range of non-credit short-term workforce training.

The M CCS Office, set up by legislation to provide statewide coordination and leadership to the seven colleges, operates in Augusta. The seven-college system consists of Central Maine Community College in Auburn, Eastern Maine Community College in Bangor, Kennebec Valley Community College in Fairfield and Hinckley, Northern Maine Community College in Presque Isle, Southern Maine Community College in South Portland and Brunswick, Washington County Community College in Calais, and York County Community College in Wells. Off-campus centers are located in East Millinocket, Houlton, Damariscotta, and Dover-Foxcroft.

The M CCS operates the Maine Quality Centers, an economic development program established by the Legislature in 1994 that provides new or expanding Maine firms and their employees with grants for customized education and training. The M CCS also operates the Embark program, which provides scholarships and college-transition services for high school students who face barriers to college.

PUBLICATIONS:

Maine Community College System Viewbook - free
Maine Community College System Brochure - free
Course catalogs for each campus - free
Maine Community College System Newsletter (issued electronically) - free
Maine Community College System Fact Sheet - free

INDEPENDENT AGENCIES - NOT PART OF STATE GOVERNMENT

FINANCES, FISCAL YEAR 2023: The expenditure information for this unit was generated from the Budget and Financial Management System (BFMS).

| BOARD OF TRUSTEES OF THE MAINE COMMUNITY COLLEGE SYSTEM | TOTAL | | SPECIAL REVENUE FUNDS | HIGHWAY FUND | FEDERAL FUNDS | MISC FUNDS |
|--|---------------------|-----------------|-----------------------------|-----------------|------------------|---------------|
| | FOR ALL FUNDS | GENERAL FUND | | | | |
| EXPENDITURES | | | | | | |
| GRANTS, SUBSIDIES, PENSIONS | 109,781,906 | 79,067,160 | 23,899,070 | | 6,389,601 | 426,075 |
| TOTAL EXPENDITURES | 109,781,906 | 79,067,160 | 23,899,070 | | 6,389,601 | 426,075 |

MAINE TURNPIKE AUTHORITY
DANIEL E. WATHEN, CHAIRMAN
S. PETER MILLS, EXECUTIVE DIRECTOR

WATS: (877) 682-9433

Central Office: 2360 CONGRESS STREET, PORTLAND, ME 04102
 Mail Address: 2360 CONGRESS STREET, PORTLAND, ME 04102
 Established: 1941
 Reference: Policy Area: 08 Umbrella: 99 Unit: 420 Citation: T0023

FAX:
 Telephone: (207) 871-7771
 M.R.S.A., Sect.: 000001965

PURPOSE:

The Maine Turnpike Authority is a quasi-state agency created by the Maine Legislature in 1941 to construct, manage and operate the 109-mile toll highway from Kittery to Augusta.

ORGANIZATION:

The Authority consists of 7 members including the Commissioner of the Department of Transportation or his designee, who is an ex officio member. The Governor appoints one member from each of the counties of York, Cumberland, Androscoggin and Kennebec, and two at-large members who are residents of the State, which are subject to confirmation by the Legislature. The Governor appoints a chairman from the group of 6. The Authority is empowered to elect a secretary, a treasurer and an executive director.

The Maine Turnpike Authority is a body both corporate and politic, and is an independent agency created by the Legislature.

PROGRAM:

Throughout the year the Authority has enhanced, maintained and operated the Turnpike through its collection of tolls.

LICENSES:

The Maine Turnpike Authority issues permits that authorize loads and overlimit loads.

PUBLICATIONS:

Rules Governing the Use of the Maine Turnpike
 Maine Turnpike Authority Annual Report

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

INDEPENDENT AGENCIES - NOT PART OF STATE GOVERNMENT

BOARD OF TRUSTEES OF THE MAINE VETERANS' HOMES
SHARON FUSCO, CHIEF EXECUTIVE OFFICER

Central Office: 460 CIVIC CENTER DRIVE, AUGUSTA, ME 04330

Mail Address: 460 CIVIC CENTER DRIVE, AUGUSTA, ME 04330

Established: 1977

Reference: Policy Area: 05 Umbrella: 99 Unit: 397 Citation: T0037B M.R.S.A., Sect.: 000000603

FAX: (207) 430-4242

Telephone: (207) 622-0075

PURPOSE:

The Board of Trustees of the Maine Veterans' Homes was established to plan, build and manage homes for veterans, their spouses and widowers. There are currently six State Veterans Homes with a total of 628 beds.

ORGANIZATION:

The Board of Trustees of the Maine Veterans' Homes was established in 1977 and consists of 13 members appointed by the Governor. The Board elects a Chairman, Vice Chairman, Treasurer, and Secretary from its members. The members of the board serve without pay, but may be reimbursed for expenses.

PROGRAM:

Maine Veteran's Homes (MVH) was established by the Maine Legislature in 1977 as a quasi-state "body corporate" to provide long-term care and support to eligible veterans and family members. Unique to State Veterans Homes across the nation, MVH operates as a nonprofit organization and receives no routine direct state appropriations. MVH operates six facilities in locations that were set by statute: Augusta, Caribou, Scarborough, Bangor, South Paris, and Machias. MVH's mission statement is "Caring for Those Who Served". Seventy-five percent of all admissions are reserved for veterans, but other candidates for admission include the spouse of the veteran, widow or widower of such veteran, and Gold Star Parents, in need of nursing home care and residential care.

PUBLICATIONS:

None.

FINANCES, FISCAL YEAR 2023: The Bureau of the Budget does not maintain comprehensive fiscal data relative to this unit.

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