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State Boards, Committees, Commissions, and Councils — Opportunities May Exist to Improve the State's Fiscal Position and Increase Efficiency, 2008

Maine State Legislature

Office of Program Evaluation and Government Accountability

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Fiscal Opportunity Study

FINAL REPORT

State Boards, Committees, Commissions, and Councils — Opportunities May Exist to Improve the State's Fiscal Position and Increase Efficiency

Report No. SR-SBC-07

a report to the
Government Oversight Committee
from the
Office of Program Evaluation & Government Accountability
of the Maine State Legislature

February
2008

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ABOUT OPEGA & THE GOVERNMENT OVERSIGHT COMMITTEE

The Office of Program Evaluation and Government Accountability (OPEGA) was created by statute in 2003 to assist the Legislature in its oversight role by providing independent reviews of the agencies and programs of State Government. The Office began operation in January 2005. Oversight is an essential function because legislators need to know if current laws and appropriations are achieving intended results.

Although the Maine Legislature has always conducted budget reviews and legislative studies, until OPEGA, the Legislature had no independent staff unit with sufficient resources and authority to evaluate the efficiency and effectiveness of Maine government. The joint legislative Government Oversight Committee (GOC) was established as a bipartisan committee to oversee OPEGA's activities. OPEGA's reviews are performed at the direction of the Government Oversight Committee. Legislators, committees, or members of the public should make their requests for reviews to members of the Committee or OPEGA directly.

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EXECUTIVE SUMMARY

State Boards, Committees, Commissions, and Councils – Opportunities May Exist to Improve the State's Fiscal Position and Increase Efficiency

Introduction

This study was intended to identify potential cost savings or efficiencies, not to evaluate the effectiveness of State boards and commissions.

The Maine Legislature's Office of Program Evaluation and Government Accountability (OPEGA) has completed a fiscal opportunity analysis of State boards, committees, commissions, and councils. OPEGA conducted this study at the direction of the joint legislative Government Oversight Committee (GOC), in accordance with 3 MRSA §§991-997.

The GOC added this study to OPEGA's biennial workplan as part of a broader effort to identify opportunities for improving the State's financial situation. This study focused primarily on potential cost savings, efficiencies, or other fiscal opportunities rather than on the effectiveness of boards and commissions.

OPEGA compiled and analyzed information on a total of 261 boards and commissions throughout State government, focusing on the boards listed in 5 MRSA Chapter 379 and in the Maine State Government Annual Report. According to the data gathered, these boards collectively consumed about 349,015 hours of State employee staff time (approximately 168 FTEs) and had costs (i.e. member fees, travel, staffing, facility and refreshment expenses) totaling about $12 million in 2007.

Summary

The State's boards and commissions appear to present some opportunities for reducing administrative costs and streamlining government.

OPEGA acknowledges the value that some boards contribute to State government. However, this area appears to offer some opportunities for reducing administrative costs and streamlining State government. Analyses of self-reported data from an OPEGA survey of the boards and of data from the Secretary of State's Office identified:

- boards with little or no activity;
- boards with many seats that have expired terms, or with terms that have been expired for a number of years;
- boards that appear to have similar areas of focus;
- a large number of advisory boards;
- occupational and professional licensing boards that have largely, but not completely, consolidated administration;

- some boards paying for refreshments or facility rentals for meetings; and
- disparate rates of compensation and expense reimbursement for board members.

Based on our analyses, OPEGA developed four general recommendations in addition to seven fiscal opportunities for the Legislature's consideration.

Recommendations and Fiscal Opportunities

Recommendations

The Legislature should consider:

A. Exploring the potential fiscal opportunities identified in this report. Recommendation D describes processes that may be used for this purpose.

B. Reviewing the current list of boards included in 5 MRSA Chapter 379 to determine whether the list is still comprehensive and appropriate given the chapter's intent.

C. Amending reporting requirements in 5 MRSA Chapter 379 to provide for capture of all costs associated with the listed boards.

D. Implementing sunrise and sunset processes for all boards and commissions included in 5 MRSA Chapter 379. OPEGA provides some criteria for sunrise and sunset review of boards in Appendix B.

Fiscal Opportunities

Cost savings or savings of State employee hours may be achieved through:

1. Eliminating a percentage of boards with little or no activity.
2. Reconsidering the number of seats on boards with many expired seats, or reconsidering the need for the boards themselves.
3. Considering whether some boards could be consolidated with others that appear to share the same area of focus.
4. Repealing a percentage of the State's advisory boards.
5. Consolidating the administration for all licensing boards.
6. Reducing expenditures on refreshments and facilities for all boards.
7. Evaluating the disparate levels of compensation currently authorized for board members.

OPEGA developed rough savings estimates for three of these opportunities, totaling $190,000 and 4,012 hours of State employee time. Developing reasonable savings estimates for the other opportunities requires more detailed analysis. However, nearly all opportunities identified present the potential benefit of freeing up time for staff in the Secretary of State's Office and for the appointers in both the Governor's Office and the Legislature. For more details, see the full report.

FULL REPORT

State Boards, Committees, Commissions, and Councils – Opportunities May Exist to Improve the State's Fiscal Position and Increase Efficiency

Introduction

This study was intended to identify potential cost savings or efficiencies, not to evaluate the effectiveness of State boards and commissions.

The Maine Legislature's Office of Program Evaluation and Government Accountability (OPEGA) has completed a fiscal opportunity analysis of State boards, committees, commissions, and councils. OPEGA conducted this study at the direction of the joint legislative Government Oversight Committee, in accordance with 3 MRSA §§991-997.

The Government Oversight Committee (GOC) added this study to OPEGA's biennial workplan as part of a broader effort to identify opportunities for improving the State's financial condition. As a result, this study focused primarily on potential cost savings, efficiencies, or other fiscal opportunities rather than on the effectiveness of boards and commissions in the State.

OPEGA compiled and analyzed information on a total of 261 boards, committees, commissions, and councils (hereafter referred to jointly as "boards" or "boards and commissions") throughout State government, including some associated with quasi-State entities. According to the data gathered, these boards collectively consumed about 349,015 hours of State employee staff time (approximately 168 FTEs) and had costs (i.e. member fees, travel, staffing, facility and refreshment expenses) totaling about $12 million in 2007.

This report contains four general recommendations and seven fiscal opportunities.

This report contains general recommendations and related fiscal opportunities that could contribute to improving the State's fiscal situation or to the streamlining of State government. Should the Legislature decide to pursue any of these opportunities, we expect the ensuing legislative process will allow for a more thorough exploration of each idea, including the perspectives of the affected agencies and boards.

Methods and Scope

OPEGA focused on boards listed in 5 MRSA Chapter 379 and the Maine State Government Annual Report.

In performing this study, we focused on the boards listed in 5 MRSA Chapter 379 and in the Maine State Government Annual Report. A limited review of some ad-hoc boards (as defined by 5 MRSA §12008) was included in our work to the extent that it informed our analysis of the statutory boards.

OPEGA's work on this study included:

- interviewing employees of the Secretary of State's Office about 5 MRSA reporting requirements for boards and the associated data collected;
- interviewing the director of the Office of Licensing and Registration about the administration of the Office's regulatory boards;
- contacting staff of the Texas Sunset Commission to learn about the tools and processes that office uses in evaluating boards and commissions for sunset;
- reviewing the Maine State Government Annual Reports for 2005-2006 and 2006-2007;
- reviewing reports on similar topics from other states' program evaluation offices and from prior State of Maine studies;
- conducting a survey to collect data on the 261 boards identified[1]; and
- analyzing the results of that survey along with additional data provided by the Secretary of State's Office.

Other boards exist in statute that are not listed in the Annual Report or in 5 MRSA Chapter 379 and were not, therefore, included in the scope of our study. An example is the Energy Resources Council (5 MRSA §3327). Additionally, there may be other boards created by executive order or joint resolve also not included within our scope. OPEGA's general recommendations in this report, however, do apply to any boards that tend to have a more permanent life, regardless of how they are authorized.

Time constraints prevented us from determining root causes for apparent issues and fully assessing the potential impact of our suggestions. The level of detail in our cost savings estimates was also limited.

The analyses OPEGA performed as part of this study are based primarily on the data obtained from the Secretary of State's (SOS) Office and from the boards' responses to our survey. All of this data is self-reported, and neither OPEGA, nor the SOS's Office, has validated the accuracy of the data reported by the 261 entities. An inventory of these entities is provided in Appendix D.

Time limitations also impacted the scope of this study. As a result, we were not able to determine root causes for apparent issues or fully assess the potential impact of our suggestions. We expect that any action taken on our suggestions would be accomplished via the normal legislative process that allows for a more thorough exploration of relevant details including:

[1] A copy of the survey form used is presented in Appendix A.

- the perspectives and/or concerns of agencies and boards that may be affected;
- funding sources and any associated restrictions for each board affected;
- cost benefit analysis of the boards;
- populations affected by the work of each board being considered;
- original legislative intent in creating each entity being considered;
- federal requirements or expectations related to each board being considered;
- the missions and goals of each board being considered; and
- the barriers or difficulties boards face in fulfilling their missions.

The scope limitations also affected the level of detail we could achieve in developing our estimates of potential cost and productivity savings. Where possible, we developed cost savings estimates for individual fiscal opportunities. Some boards and their costs are captured in more than one opportunity. Consequently, the total estimated savings reported for all opportunities could include duplicative amounts depending upon which ideas the Legislature acts upon and which specific boards are ultimately affected.

Background

History of Boards and Commissions in Maine

In 1976, students from Harvard's Graduate School of Business Administration prepared a report on Maine's boards and commissions noting many issues that still persist today.

Maine has a long history of boards, committees, commissions, and councils. These entities have been central to citizen participation in government, and have often been used to pull together highly skilled experts in various fields to support State government in tackling difficult policy issues or regulating technical professions. In the past few decades, however, Maine and other states have begun to cut costs. In the process, they have taken an interest in limiting the number of boards to those deemed absolutely necessary.

In 1976, a group of students from Harvard's Graduate School of Business Administration prepared a report entitled "Consensus for Change: A Report on the Small Commissions, Agencies and Boards in the State of Maine." This report noted that it was a common phenomenon across the country, including in Maine, to have many special purpose commissions created and then left to function as best they can with near complete autonomy.

This phenomenon gives rise to a difficult situation, according to the report authors, because governors are held responsible for the conduct of these small entities over which they often hold no authority. The report's authors recommended that existing Executive Branch agencies absorb all but the advisory functions of these boards in order to improve the accountability structure.

Some other findings of the report still appear to be relevant 30 years later. Among those are findings that the State's boards and commissions:

- may be unevenly funded, with some receiving substantial funding while others that seem similar receive next to none;
- in some cases have difficulty accurately identifying and reporting their own costs; and
- do not follow a standard protocol in recording, maintaining, or publishing minutes of meetings.

A 1984 study report from the Joint Standing Committee on State Government noted the need for an inventory of boards and for standardization among the entities inventoried.

In 1984, Maine's Joint Standing Committee on State Government issued a study report entitled "Standards for Compensation of Boards and Similar Organizations." This legislative study found, among other things, that:

- there was no inventory of boards, and therefore no means to identify those that were inactive;
- no standard procedures existed for the establishment or termination of boards;
- there were boards in existence with overlapping responsibilities or which had ceased to function; and
- member compensation and expense reimbursement were not uniform for seemingly similar boards.

The study produced an inventory of 225 entities and categorized them according to powers, duties, and authority. The report recommended that such an inventory be established in a single chapter of statute. It further recommended that statute include both standards for compensation of board members and requirements that all boards begin reporting particular activity data to the Secretary of State. These recommendations were enacted in 5 MRSA Chapter 379.

Title 5 Chapter 379 seeks to provide a complete inventory of all boards to control their proliferation, reduce duplication, and promote efficiency.

Impact of Title 5 Chapter 379

Title 5 Chapter 379 §12001 states "*the purpose of this chapter is to provide the State with a complete inventory and central listing of all boards, commissions, committees, councils, authorities and other similar organizations established by the Legislature as a means of controlling the proliferation of these organizations and as a means of reducing duplication and making the most efficient use of these organizations.*"

The chapter lists most of the boards authorized by statute along with references to their enacting statutes.[2] It also categorizes them according to their powers, duties, and responsibilities and designates the compensation and expense reimbursement (if any) that members are entitled to. The classifications included in statute, along with their respective responsibilities and powers, are listed in Appendix C.

[2] There are some boards authorized by statute that are not included in 5 MRSA Chapter 379, and that were, therefore, outside the scope of our study. See the Methods and Scope section of this report for examples noted during this study.

Title 5 §12005-A requires all boards included in the chapter to file annual reports with the Secretary of State providing information about their activity for the year.

Section 12005-A of Title 5 requires all boards included in the chapter to file annual reports with the Secretary of State providing information about their activity for the year. Ad-hoc boards, defined in §12008 as informal advisory boards formed by the heads of any State agencies, are specifically excluded from these reporting requirements.

Board Classifications in Title 5:

- Occupational and Professional Licensing;
- Arbitration, Mediation, Valuation, and Appeals;
- Educational Policy;
- Environmental Regulation;
- Budget and Rate Regulation;
- Bonding and Rate Regulation;
- General Government;
- Commodity or Product Protection and Promotion;
- Advisory;
- Independent Advisory;
- Intergovernmental; and
- Interagency.

The Secretary of State is required to maintain the boards' data, produce an annual report for the Legislature, and suggest legislation to eliminate any entities that don't meet standards for minimum activity.

The Secretary of State is required to compile and maintain this data, as well as to produce an annual summary report for the Legislature. In addition, the SOS must suggest legislation eliminating any entities that either did not report their activities or did not meet for the preceding two years. In 2007, the SOS proposed LD1885 recommending 15 boards be repealed from statute. The Legislature amended the bill to eliminate 8 of the fifteen.

Board Data Reported to the Secretary of State under Title 5:

- Clerk's name and contact info
- Names and addresses of members
- Date of appointment and term of each member
- Date and location of each meeting
- Number of members in attendance at each meeting
- Length of each meeting
- Per diem paid to members for each meeting and for the year
- Expense reimbursement paid to members for each meeting and for the year
- Number and term of vacancies on the board

Membership of Boards and Commissions

The enacting statute for each board created by the Legislature has specifications about its members.

Each board created by the Legislature has specifications about its members in its enacting statute. The enacting statute generally specifies:

- how many members the board shall have;
- what the membership terms shall be;
- whether members shall be appointed by the Legislature, the Governor, or a Commissioner or other State official; and
- what skills, licenses, or experiences shall be required for membership.

The Governor's Office currently has two full-time staff people responsible for identifying potential members and recommending appointments for board seats that require gubernatorial appointment. The Legislature has two staff people who each spend about one sixth of their time fulfilling this role for seats that require appointment by the Speaker of the House or President of the Senate.

The Secretary of State maintains records of when each term for every board seat is due to expire. Annually the SOS reports on all expired terms requiring appointments.

The Secretary of State maintains records of when each term for every board seat is due to expire. Reports of all expired terms for which no new appointment has been made are produced annually and provided to both the Legislature and the Governor. Although there may be hundreds of expired terms at any given time, not all replacements are appointed promptly, and some members whose terms have technically expired choose to continue to serve for a number of months or years.

The Secretary of State's 2007 report listed approximately 1,070 seats that were vacant or were being filled by members whose terms had expired.

Staffing of Boards and Commissions

Boards throughout the State have widely varied access to staffing resources and are frequently staffed by employees of the Executive or Legislative Branch.

Staff support for boards and commissions varies widely. The enacting statutes for some indicate specifically what staffing resources shall be made available to support the board, while others are more vague. Most boards are staffed by Executive or Legislative Branch employees.

Employees working as staff to boards and commissions may be employed full-time in that role or may be working full-time in other capacities and staffing the board in addition to their other responsibilities. Many boards have a full or part-time executive director with specific responsibilities related to the board's activities.

Some boards actually operate like Executive Branch agencies, with complete compliments of employees to support and work with them in carrying out their mission. For example, the Maine Commission on Governmental Ethics and Election Practices, requires a handful of full-time staff, permanent office space and associated overhead to carry out its mission. By comparison, the Maine HIV Advisory Committee has no staff of its own and borrows meeting space when needed because it has no dedicated facilities.

Funding Sources for Boards and Commissions

Boards have varied funding sources ranging from privately raised funds to State General Fund. Some are funded solely by quasi-State agencies or the Judicial Branch.

OPEGA's survey did not include an in-depth look at funding sources for the State's boards and commissions. However, in the process of answering questions and assisting boards with completing our survey, we did gain some understanding of the complexities in this area. Boards have varied funding sources ranging from privately raised funds to State General Fund, and everything in between. Some boards funded by quasi-State agencies or by the Judicial Branch reported no costs in their survey response, noting that they spend no General Fund dollars.

Many boards and commissions are funded solely by dedicated revenue. The occupational and professional licensing boards, for example, are generally funded by the fees they charge to the regulated occupations or professions. Other boards may be federally funded and required as part of a federal grant the State receives.

Summary

The State's boards and commissions appear to present some opportunities for reducing administrative costs and streamlining government.

OPEGA acknowledges the value that some boards contribute to State government. However, this is an area that appears to offer some opportunities for reducing administrative costs and streamlining State government in general. [3] Our analyses of the self-reported data from the survey and the SOS's Office identified:

- boards with little or no activity;
- boards with many seats that have expired terms, or with terms that have been expired for a number of years;
- boards that appear to have similar areas of focus;
- a large number of advisory boards;
- occupational and professional licensing boards that have largely, but not completely, consolidated administration;
- some boards paying for refreshments or facility rentals for meetings; and
- disparate rates of compensation and expense reimbursement for board members.

Within the Detailed Analysis section of this report, OPEGA identifies seven fiscal opportunities associated with these individual issues. Estimated administrative savings associated with three of these suggestions total $190,000 and approximately 4,012 hours in State employee staff time (or about 2 FTEs).[4] Developing reasonable savings estimates for the other opportunities requires more detailed analysis.

Not all the opportunities are direct cost savings for the General Fund, but still may help reduce overall administrative burden and free up staff resources.

Not all of these opportunities represent cost savings that would be realized by the General Fund. Many boards are funded from other sources. However, reducing expenses supported by federal funds is also a worthwhile goal, and reducing expenses supported by dedicated revenue may allow for decreased fees or for revenues that could be used in other ways.

OPEGA also identifies some opportunities with potential savings that are less tangible, though just as critical to Maine's overall effort to streamline State government. For example, the staffs of the SOS and the boards cumulatively spend significant administrative time collecting and maintaining the data required by 5 MRSA Chapter 379. Given that board staffers are often State employees with other job duties, eliminating or combining any unnecessary or duplicative boards could free up many hours of State employee resources for other critical work. In addition, fewer boards would reduce the need for resources spent on appointing board members, a task that appears to be somewhat resource-intensive.

[3] See Methods and Scope section for a description of our methodology, scope limitations and consequent considerations related to the data used and generated during our analyses.

[4] Some boards and their costs are captured in more than one suggestion. Consequently, the total estimated savings reported for all opportunities could include duplicative amounts depending upon which opportunities the Legislature acts upon and which specific boards are ultimately affected.

Recommendations

Title 5 Chapter 379 was created to prevent the proliferation of, and control costs associated with, boards, but the chapter may currently be of limited use.

Title 5 Chapter 379 was created to prevent the proliferation of, and control costs associated with, boards. It has produced two valuable items: an inventory of boards and a collection of data at the Secretary of State's Office. The statute, however, may currently be of limited use. The Secretary of State expressed multiple concerns regarding the effectiveness of 5 MRSA Chapter 379 as currently written. In addition, OPEGA noted:

- not all the boards existing in statute are included in the list of boards in 5 MRSA Chapter 379;
- data collected by the SOS does not include all costs associated with boards nor does it include information that addresses the boards' effectiveness or value; and
- it does not appear that the Legislature uses this data to periodically review the boards.

Some have suggested that once a board is created it will likely continue into perpetuity, often because as an individual budget line it appears to have minimal cost and, therefore, does not warrant the time it would take to review. Given the results of our analyses, however, OPEGA offers the following recommendations.

The Legislature should consider exploring the fiscal opportunities presented in this report and reviewing the current list of boards included in 5 MRSA Chapter 379.

A. The Legislature should consider exploring the potential fiscal opportunities identified in this report. These fiscal opportunities involve deciding whether the number of boards can be reduced and/or whether administrative costs can be further limited. OPEGA notes that some boards may be providing necessary services at costs that are less than the State would otherwise have to pay for those services. Others may offer the best avenue for critical citizen input. As such, decisions about eliminating boards should be made using a legislative process that allows for a full understanding of cost-benefits and potential consequences, and includes input from key stakeholders. Recommendation D below describes processes that may be used for this purpose.

B. The Legislature should consider reviewing the current list of boards included in 5 MRSA Chapter 379 to determine whether there are:

   - boards that could be removed because the intent of statute does not apply to them[5]; and
   - other boards in statute which are not already listed but should be included.

   In conjunction with this, the Legislature should also consider establishing a means of assuring that any newly created statutory boards get added to 5 MRSA Chapter 379 as appropriate, and that enacting statutes for these boards contain proper references to 5 MRSA Chapter 379 and its requirements.

[5] For example, boards associated with the governance of quasi-State agencies like the Maine Turnpike Authority and the Finance Authority of Maine.

OPEGA recommends the Legislature review the adequacy of the reporting requirements in 5 MRSA Chapter 379.

C. The Legislature should consider amending reporting requirements in 5 MRSA Chapter 379 to provide for capture of all costs associated with the listed boards. Currently Title 5 requires reporting of only member costs, leaving out costs associated with refreshments, facilities, staffing, and overhead. Additionally, the Legislature should consider whether other information related to effectiveness or value should be reported so the Secretary of State can better assess whether a board should be recommended for elimination.

The Legislature should consider implementing sunrise and sunset processes for all boards, commissions, and similar entities.

D. The Legislature should consider implementing sunrise and sunset processes for all boards and commissions included in 5 MRSA Chapter 379. A sunrise process would help prevent the creation of unnecessary or duplicative boards. All proposals for new boards or commissions would be screened to make sure that any new entity:

- is necessary and desirable for the taxpayers of Maine;
- has a potential benefit that justifies its cost; and
- has a mission that is not already under the responsibility of, or more appropriately under the responsibility of, a different board or State agency.

The sunrise process could be built on one that currently exists in statute for occupational and professional regulation boards. [6]

Many of the boards inventoried in 5 MRSA Chapter 379 are already scheduled for Government Evaluation Act reviews; however, a sunset review offers a different perspective.

The sunset process, on the other hand, would address boards already in statute. Through this process, the Legislature would periodically assess the activities, mission, costs, and results of each board to determine whether the boards are cost-effectively performing critical missions for the State and should be continued.

Some boards listed in the inventory in 5 MRSA Chapter 379 are already scheduled for a legislative review under the Government Evaluation Act (GEA). [7] A sunset review, however, generally starts from a different perspective than GEAs in that it assumes the statutory authorization for an entity should expire unless the Legislature decides to extend that authorization. This approach may lead to fewer boards over time because it requires effort to actually keep the entities authorized rather than requiring effort to eliminate them. OPEGA has provided some criteria for sunrise and sunset review of boards in Appendix B.

[6] 32 MRSA §60-J through L.

[7] 3 MRSA §959 suggests a schedule for review of the entities subject to the Act.

Detailed Analysis

The detailed analysis that follows is based primarily on data provided by the Secretary of State's Office and by the boards themselves. Total hours shown in summary tables include the hours reported for the clerk of the board and hours that other State employees spent on the work of the board. Total costs shown include:

- member compensation and expense reimbursement;
- refreshments provided at meetings;
- facilities, whether rented only for meetings or leased for ongoing operations; and
- other costs, including such things as administrative overhead, postage, utilities, salaries, and office supplies.

Boards with Little or No Activity

OPEGA identified 24 boards that reported little or no activity during 2007.

OPEGA identified 24 entities that reported they had not met or had not produced any substantive accomplishments in 2007. These boards are listed, along with their reported accomplishments, in Table 1.

Boards may fail to meet or produce significant accomplishments for a number of reasons. For example:

- activity may have ceased because the board is no longer necessary or its area of focus is no longer as relevant;
- seats may be vacant for long periods due to delayed appointments;
- board may be designed to act only in response to certain events or conditions that occur infrequently;
- members may not be fully participating for a variety of reasons; or
- a limited budget may prevent them from meeting frequently enough to produce substantive accomplishments.

Fiscal Opportunity #1

Fiscal Opportunity #1: Eliminating 50% of the boards that had no activity or limited accomplishments in 2007 could potentially free up between 12 and 60 hours of State employee resources (estimates based on the average resources used by each inactive board). In addition, reducing the number of boards would reduce hours spent by the SOS in tracking the boards as well as hours spent by those involved with board appointments. These less tangible benefits would be reaped even by eliminating boards with otherwise low administrative costs.

Table 1. Boards Reporting Little or No Activity in 2007

BOARD NAME	ACCOMPLISHMENTS REPORTED	2007 COSTS	2007 HOURS
Advisory Committee on Fair Competition with Private Enterprise	This is an Advisory Committee that responds to complaints. This past year (2007) no complaints were submitted, so activity was limited.	$0	4
Agricultural Bargaining Board	Was not required to meet.	$0	10
Aquaculture Advisory Council	Did not meet in 2007.	$0	10
Aroostook Water and Soil Management Board	No meetings and/or issues.	$0	12
ATV Enforcement Grant Review Committee	Did not respond to OPEGA survey request.	N/A	N/A
Board of Emergency Municipal Finance	None. The board has not met.	$0	1
Board of Trustees, Mining Excise Tax Trust Fund	None. The board has not met.	$0	1
Commission on Municipal Deorganization	No deorganization requests in the past year.	$0	0
E-9-1-1 Council	Advisory.	$341	60
Facility Siting Board	This board is purposefully inactive. It is convened only when the state undertakes a siting process for state-owned solid waste disposal facilities and after the Legislature determines a facility is needed.	$0	4
Judicial Compensation Commission	None reported.	$0	1
Maine Athletic Commission	The commission has not held an official meeting since 2004.	$32,854[8]	104
Maine Engineers Recruitment and Retention Advisory Committee	Program has never been funded.	$0	0
Maine-Canadian Legislative Advisory Commission	None reported.	$0	0
Marine Recreational Advisory Committee	None - did not meet.	$0	1
Medical Advisory Board	None - did not meet.	$0	0
New England and Eastern Canada Legislative Commission	None reported.	$0	0
Oil Spill Advisory Committee	No meeting since December 2004, but the board will become active in 2008.	$0	0
Pharmaceutical Cost Management Council	The Board did not meet in SFY 2007.	$0	0
Sea Run Fisheries Board	Board is new and has never met, hence it has no accomplishments.	$0	0
State Compensation Commission	None reported.	$0	0
State House and Capitol Park Commission	None reported.	$0	1
State Poet Laureate Advisory Selection Committee	Did not meet in 2007.	$0	0
Temporary Assistance for Needy Families Advisory Council	Did not respond to OPEGA survey request.	N/A	N/A
Note: More information about all of the entities in this table is available in the complete inventory in Appendix D.			

Many boards are awaiting member appointments and either have vacant seats or have members that are continuing to serve after their terms expired.

Board Seats with Expired Terms

Many boards are awaiting appointments for seats with expired terms. Consequently, these boards either have vacant seats or have members that are continuing to serve after their terms have expired. Quite a few boards have seats with terms that have been expired for a number of years. OPEGA noted 40 boards that had three or more seats with expired terms as of the beginning of 2007. These boards, along with the dates the terms expired, are shown in Table 2.

[8] The Office of Licensing and Registration reports this commission's costs are primarily its allocated portion of the Office's overhead, and that the commission's revenue has been inadequate to cover its costs for a number of years.

Table 2. Boards with Three or More Seats with Expired Terms as of the Start of 2007 (sorted by number of expired seats)

Board Name	Earlier	2003	2004	2005	2006	Expired as of 2007	Total Seats	Total 2007 Costs	Total 2007 Hours
Advisory Council To Division Of Deafness				6	9	15	27	$7,963	107
Advisory Committee On Medical Education		1	1		13	15	19	$900	36
Long-Term Care Oversight Committee				7	3	10	17	$0	90
Maine State Ferry Advisory Board	1		5	3		9	18	$1,200	320
Marine Recreational Fishing Advisory Council			3	3	3	9	9	$0	1
Maine Fire Protection Services Commission		1	1	3	3	8	23	$3,495	150
Participating Local District Advisory Committee (State Retirement System)		1	2	3	2	8	12	N/A	N/A
Maine State Board For Licensure Of Architects, Landscape Architects And Interior Designers	1		1	2	4	8	9	$131,371	936
Maine Labor Relations Board		3		3	2	8	9	$341,595	6,596
Substance Abuse Services Commission		1		3	3	7	21	$5,121	119
Oil Spill Advisory Committee	1	1	2	2	1	7	14	$0	0
State House And Capitol Park Commission	2	5				7	16	$0	1
Saco River Corridor Commission					6	6	N/A	$0	3
Sea Urchin Zone Council				6		6	19	$1,778	0
Capitol Planning Commission	1		5			6	9	$0	162
E-9-1-1 Council		1	1	1	3	6	17	$341	60
Lobster Promotion Council				3	3	6	9	$3,667	30
Whitewater Safety Committee	6					6	8	$195	10
Workers' Compensation Board		1	2	2	1	6	7	$22,340	3,020
Maine Developmental Disabilities Council				1	4	5	N/A	$10,676	275
Pollution Prevention Advisory Committee	1			3	1	5	17	$120	100
Board Of Visitors, Maine Correctional Center	1	4				5	5	$0	40
Consensus Economic Forecasting Commission			4		1	5	5	$796	175
Facility Siting Board	5					5	5	$0	4
State Parole Board		4	1			5	5	$370	5
State Court Library Committee				2	2	4	12	$0	50
Family Law Advisory Commission					4	4	11	$0	240
Submerged Lands Advisory Board				1	3	4	8	$8	13
Maine Advisory Committee On Mental Retardation			4			4	11	$0	15
State Board Of Certification For Geologists And Soil Scientists	1		1	1	1	4	7	$46,143	312
Interagency Task Force On Invasive Aquatic Plants And Nuisance Species			1	2		3	17	$277	88
Maine Self-Insurance Guarantee Association, Board Of Directors					3	3	9	$480	15
Travel Information Advisory Council					3	3	9	$102,200	18
Board Of Visitors, Downeast Correctional Facility					3	3	5	$0	2
Propane And Natural Gas Board				1	2	3	9	$283,168	5,242
Board Of Boilers And Pressure Vessels				1	2	3	7	$473,481	8,008
Board Of Dental Examiners' Subcommittee On Denturist Discipline		1		1	1	3	5	$200	8
Board Of Visitors, Maine State Prison		2			1	3	5	$0	101
Child Care Advisory Council			3			3	25	$0	143
State Claims Commission		1		1	1	3	5	$5,147	1,750
TOTAL COSTS AND HOURS								**$1,443,032**	**28,245**

Note: More information about all of the entities in this table is available in the complete inventory in Appendix D.

Sixteen of the boards in Table 2 have seats with terms that have been expired since 2004 or before. Seats may be left with expired terms because of difficulties finding members qualified and willing to serve, because the board's work is wrapping up, or because the board's area of focus is no longer of high interest to citizens or to the parties responsible for making the appointments. While boards with vacancies may still continue to be highly active, many seats with expired terms may indicate a need to review whether the board is still necessary or whether member requirements should be modified.

Fiscal Opportunity #2

Fiscal Opportunity #2: Costs reported for the boards in Table 2 ranged from $0 to $473,481. This range significantly skews the calculation of an average on which to base savings estimates. OPEGA also notes that some of these entities are unlikely to be eliminated because of their functions, and may even be required in association with federal funding Maine receives. Consequently, calculating estimated savings associated with eliminating a certain percentage of these boards seemed imprudent. Nonetheless, there would be some amount of savings realized in eliminating any of the boards that may no longer be necessary or in reducing the number of members and, thus, the cost of member compensation. Reducing the number of boards or number of seats on each board would also result in reducing the hours spent by SOS staff and/or those involved with board appointments.

OPEGA did not have time to study the missions of all boards, but did note that some entities appear to have similar areas of focus.

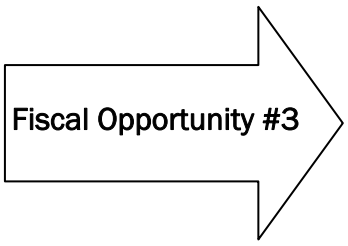
Boards with Similar Areas of Focus

More than twenty years ago, a study by the Joint Standing Committee on State Government found that there were boards with overlapping responsibilities. OPEGA did not have time during this review to become intimately familiar with the missions and workings of all 261 boards inventoried such that we could determine whether overlap still existed. We did note, however, that multiple entities appear to have similar areas of focus. These boards are listed in Table 3 grouped by areas of focus.

Table 3. Boards That Appear to Have Similar Areas of Focus

AREA OF FOCUS	BOARD NAME	2007 ACCOMPLISHMENTS	2007 COSTS	2007 HOURS
Maine Guides, Whitewater Guides & Whitewater Safety	Licensing of Guides	Professional standards development for the licensing of Guides. Guide examinations review and updates. Miscellaneous Guide board business/Guide complaint review and resolution, Guide patch design and discussion.	$412	53
	Advisory Board for the Licensing of Whitewater Guides	Review and recommend changes to the current WW Guides Test. Review requirements for the licensing of guides. Recommend changes to the Commissioner in license requirement changes, training and test procedures.	$1,274	28
	Whitewater Safety Committee	Reviewed reportable commercial rafting accident forms for patterns. Reviewed safety complaints, equipment, river hazards, launch sites and commercial take-outs.	$195	10
Cultural Affairs	Archives Advisory Board	Approved State agency records retention schedules so that State records could be destroyed when no longer needed or transferred to the Archives for preservation. Approved the Dyer Library as an alternative repository for local government records.	$665	100
	Maine Library Commission	Approved and oversaw expenditure of Library Services and Technology Act funds. Approved award of State-funded New Century grants to public libraries. Accepted minimum standards for public libraries revised by the Maine Library Assoc.	$1,476	61

	Maine State Museum Commission	Regularized terms of commission appointments. Established new policy on resolving issues between commission members and staff. Provided general supervision of museum director. Provided testimony in favor of Capitol Planning Commission. Updated policies.	$4,438	495
	Maine Arts Commission	Encouraging public interest in the cultural heritage of ME and freedom of artistic expression. Surveying institutions engaged in artistic and cultural activities as needed. Advising the State in the creation or acquisition of works of art.	$8,899	56
	Maine Humanities Council	Was not required to complete the survey because they reported having no costs paid with State funds.	N/A	N/A
	Maine Historic Preservation Commission	Approved 20 nominations to the National Register of Historic Places. Approved 10 sub grants to municipalities and non-profit organizations. Made 2 annual preservation awards.	$1,791	43
	Cultural Affairs Council [9]	Secured State and bond funding for New Century Community Grants Program to benefit local cultural agencies in Maine.	$0	200
	Maine Historical Records Advisory Board	Awarded a series of small grants ($25,000 or less) to historical societies and preservation groups for collection and preservation of records and documents.	$176	61
Trails for Off-road Recreational Vehicles	ATV Advisory Council	Review/make recommendations on: ATV Task Force report; income/expenditure reports; registration fees; club member discounts; trail use fees/passes; various grants; land use licenses; title 12 change of definition of a snowmobile and ATV.	$2,095	72
	Snowmobile Advisory Council	Reviewed and made recommendations on program income, expenditures and trail grant payouts. Commented on Katadin Region Snowmobile Plan and Snowmobile Groomer Sales Tax bill. Met with ATV Council for consensus updating of definitions in Title 12.	$1,625	38
Lobsters	Lobster Advisory Council	Considered the Lobster Fishery, Whale Rules, Drug Testing, Alternative Lobster Bait, Monhegan Fishing Season/Trap Limit, Landings/Reporting Regulations and Safety Requirements. Gave feedback on lobster related items to the Marine Resources Committee.	$3,718	0
	Maine Lobster Promotion Council	Promoting the sale and marketing of Maine Lobster locally, regionally, nationally, and world-wide.	$3,667	30
	Lobster Research, Education, and Development Board	Advised the Department on priorities for lobster research, education and development activities. Assisted with RFP development and review and scoring of proposals. Made recommendations for funding of highest scoring projects.	$325	100
Wild Blueberries	Wild Blueberry Advisory Committee	Advised the University of Maine of System on plan of work and budget for research and extension for the production and use of Wild Blueberries. Twenty three projects recommended and funded in 2007.	$356	20
	Wild Blueberry Commission of Maine	Promotion that aided in the doubling of price to Wild Blueberry (WBB) growers and processors. $185,000 USDA grant obtained for WBB research and education. Federal Farm Bill input to Congress. Educated law enforcement on WBB theft problem.	$271	64
TOTAL COSTS AND HOURS			$31,383	1,431
Note: More information about all of the entities in this table is available in the complete inventory in Appendix D.				



Fiscal Opportunity #3: Further study may prove that there are more differences than similarities between some of the boards within the individual groupings in Table 3. Those that are similar, however, could potentially be merged or responsibilities otherwise transferred to reduce the number of boards. Such consolidation could result in some savings of dollars or staff hours, but estimating those savings is difficult given that costs may just be shifted when boards are merged. Reducing the number of boards would also result in reducing the hours spent by SOS staff and staff in the Executive and Legislative branches involved with board appointments.

[9] As specified in 27 MRSA §553, this Council's membership is made up of members from the other seven entities listed in this grouping.

Advisory and Independent Advisory Boards

Title 5 Chapter 379 includes more than 80 boards classified as advisory or independent advisory in nature.

Title 5 Chapter 379 currently includes over 80 boards classified as advisory or independent advisory in nature. Under statute these boards have responsibilities to advise Executive Branch agencies, the Governor, or the Legislature, but they have limited powers or authority. Table 4 shows all of the advisory boards OPEGA identified, along with the total costs and staff hours they reported in our survey for 2007.

Advisory boards may be created as a forum to gather diverse perspectives or experienced voices on a pressing and complex issue. They may also serve to provide citizens and interested parties an avenue for ongoing input on a particular topic. Ad-hoc boards, which are often similar in function to advisory boards, are temporary in nature and easily dissolved when they've fulfilled their mission. In contrast, advisory boards authorized in statute continue to operate until legislation is passed to dissolve them, possibly fulfilling their mission and subsequently lingering longer than necessary. This may explain why some states have worked to eliminate most advisory type boards.

Ad-hoc boards are defined in 5 MRSA §12008 as informal advisory boards formed by heads of State agencies.

Advisory boards can provide the State with uniquely varied or technical advice at very little cost but may also outlive their usefulness.

In gathering information for this review, we heard anecdotally of advisory boards without which decision-makers would be lost and of others that are perceived as less than essential to State government. We noted some of them appear to have missions that could be, or already are, carried out by ad-hoc boards. Others, however, appear to provide State government with uniquely varied or technically knowledgeable advice at a very low cost.

Fiscal Opportunity #4

Fiscal Opportunity #4: Eliminating 50% of the State's advisory boards could produce savings of up to $90,000 and free up nearly 4,000 hours of State employee resources (based on the average for the boards in Table 4). In general, advisory boards appear to be good candidates for having sunset provisions included in their enacting statutes, or otherwise requiring mandatory sunset reviews at relatively frequent intervals. See Recommendation D in the Recommendations section of this report.

Table 4. Boards Classified as Advisory or Independent Advisory in 5 MRSA Chapter 379

BOARD NAME	TOTAL 2007 COSTS	TOTAL 2007 HOURS
Advisory Board for the Licensing of Whitewater Guides	$1,274	28
Advisory Commission on Women Veterans	$0	10
Advisory Committee on College Savings	$4,020	76
Advisory Committee on Dental Education	$600	32
Advisory Committee on Fair Competition with Private Enterprise	$0	4
Advisory Committee on Family Development Accounts	$1,000	69
Advisory Committee on Medical Education	$900	36
Advisory Council of the Displaced Homemakers	$234	24
Advisory Council on Health Systems Development	$0	800
Advisory Council on School Psychological Service Providers	$200	17
Advisory Council on Tax-Deferred Arrangements	$172	140

Animal Welfare Advisory Council (AWAC)	$0	90
Aquaculture Advisory Council	$0	10
Archives Advisory Board	$665	100
ATV Advisory Council	$2,095	72
Blaine House Commission	$0	6
Board of Emergency Municipal Finance	$0	1
Board of Visitors for Long Creek Youth Development Center	$50	12
Camp Trip Leader and Junior Maine Guide	$0	20
Capitol Planning Commission	$0	162
Child Care Advisory Council	$0	143
Citizen Trade Policy Commission	$2,650	4
Committee on Transition	$3,526	250
Community Preservation Advisory Commission	$0	40
ConnectME Advisory Council	$0	0
Consensus Economic Forecasting Commission	$796	175
Continuing Education Board	$915	129
Criminal Law Advisory Commission	$410	235
Department of Marine Resources Commercial Fishing Safety Council	$0	260
Division of Deafness Advisory Council	$7,963	107
Downeast Correctional Facility Board of Visitors	$0	2
E-9-1-1 Council	$341	60
Family Law Advisory Commission	$0	240
Homeland Security Advisory Council	$0	45
Indian Township Passamaquoddy Housing Authority	$3,100	74
Intergovernmental Advisory Commission	$0	12
Landowners and Sportsmen Relations Advisory Board	$0	24
Legislative Youth Advisory Council	$2,418	2
Licensing of Guides	$412	53
Licensing of Taxidermy	$594	20
Lobster Advisory Council	$3,718	0
Long Term Care Oversight Committee	$0	90
Maine Advisory Committee on Mental Retardation	$0	15
Maine Aeronautical Advisory Board	$160	27
Maine Arborist Advisory Council	$132	26
Maine Commission on Domestic and Sexual Abuse	$0	100
Maine Communications System Policy Board	$0	80
Maine Conservation District Advisory Council	$0	9
Maine Correctional Center Board of Visitors	$0	40
Maine Developmental Disabilities Council	$10,676	275
Maine Engineers Recruitment and Retention Advisory Committee	$0	0
Maine Food Policy Council	$0	72
Maine Historical Records Advisory Board	$176	61
Maine HIV Advisory Committee	$0	75
Maine Hospice Council, Inc.	$250	20
Maine Learning Technology Fund Advisory Board	$0	3
Maine Public Drinking Water Commission	$280	192
Maine Quality Forum Advisory Council	$270	152
Maine State Ferry Service Advisory Board	$1,200	320
Maine State Film Commission	$1,150	925
Maine State Prison Board of Visitors	$0	101
Maine Tourism Commission	$9,658	1,155
Marine Recreational Advisory Committee	$0	1
Medical Advisory Board	$0	0
Mountain View Youth Development/Charleston Correctional Facility Board of Visitors	$125	40

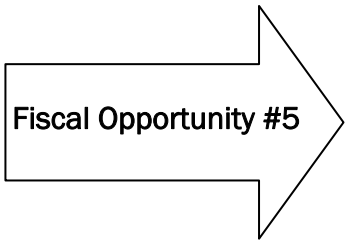
Oil Spill Advisory Committee	$0	0
Participating Local District Advisory Committee	$0	0
Penobscot Tribal Reservation Housing Authority	$0	23
Pleasant Point Passamaquoddy Reservation Housing Authority	$1,500	5
Policy Review Council	$0	26
Pollution Prevention Advisory Committee	$120	100
Scallop Advisory Board	$761	45
Sea Urchin Zone Council	$1,778	0
Snowmobile Advisory Council	$1,625	38
State House and Capitol Park Commission	$0	1
State Poet Laureate Advisory Selection Committee	$0	0
Submerged Lands Advisory Board	$8	13
Temporary Assistance for Needy Families Advisory Council	$0	0
Tobacco Prevention and Control Advisory Council	$0	0
Trauma Prevention & Control Advisory Committee	$2,500	80
Travel Information Advisory Council	$102,200	18
Truancy, Dropout and Alternative Education Committee	$909	77
Whitewater Safety Committee	$195	10
TOTAL COSTS AND HOURS	$173,726	$7,799
Note: More information about all of the entities in this table is available in the complete inventory in Appendix D.		

Of the 47 boards classified as occupational and professional licensing, 35 fall under PFR's Office of Licensing and Registration.

Occupational and Professional Licensing Boards

Maine's occupational and professional licensing boards exist to protect the public from the unqualified practice of a profession. They generally do this by setting licensing criteria for the professions in question, hearing complaints against licensees, and taking disciplinary action when necessary. There are 47 boards categorized in 5 MRSA Chapter 379 as occupational and professional licensing. Of these, 35 fall under the umbrella of the Office of Licensing and Registration (OLR) within the Department of Professional and Financial Regulation (PFR). Six of the remaining 12 are independent but affiliated with PFR, and the remainder fall under other State agencies. Table 5 shows the responsible State agency and total reported 2007 costs for each of the 47 licensing boards.

Fiscal Opportunity #5: OLR has been able to achieve past savings by consolidating administration for the boards under its jurisdiction. Additional savings could perhaps be realized by bringing some or all of the other regulatory and licensing boards under the OLR umbrella. Estimating the amount of savings that might be achievable, while considering all the other factors that would affect the potential cost-benefit of such a move, requires a more detailed assessment.



We understand that the idea of moving the six affiliated boards under OLR has been considered in the past and was met with considerable resistance. A detailed assessment may ultimately determine that it is preferable to maintain the status quo with regard to the 12 boards not under OLR. However, we believe possible consolidation is worth revisiting given that these 12 boards reported a total of $2.1 million in costs and over 55,000 hours (or approximately 25 FTEs) in State employee time. Additionally, we are aware of at least one other state that has found savings in consolidating its regulatory and licensing boards. Although most

of Maine's regulatory boards are funded by dedicated revenue funds, any savings achieved could be used to either reduce fees or support the General Fund.

Table 5. Occupational and Professional Licensing Boards and the State Government Agencies Responsible for Them

Responsible State Government Agency	Board Name	Total 2007 Costs (All Funds)	Total 2007 Hours
Affiliated with Dept. of Professional & Financial Regulation	Board of Dental Examiners	$15,896	2,800
	Board of Licensure in Medicine	$1,276,766	20,860
	Board of Osteopathic Licensure	$11,106	2,725
	State Board of Licensure for Professional Engineers	$12,415	3,120
	State Board of Nursing	$658,474	2,080
	State Board of Optometry	$12,830	1,475
Dept. of Environmental Protection	Board of Underground Oil Storage Tank Installers	$1,313	3,500
Dept. of Health & Human Services	Board of Licensure of Water Systems Operators	$49,968	3,040
Dept. of Public Safety	Emergency Medical Services Board	$26,800	16,000
	Gambling Control Board	$36,379	42
Dept. of Transportation	Maine Pilotage Commission	$16,577	140
Judiciary	Board of Bar Examiners	None Reported	None Reported
Office of Licensing & Registration	Board of Accountancy	$116,806	1,144
	Board of Barbering and Cosmetology	$428,394	6,531
	Board of Boilers and Pressure Vessels	$473,481	8,008
	Board of Chiropractic Licensure	$87,716	770
	Board of Complementary Health Care Providers	$36,539	229
	Board of Counseling Professionals Licensure	$101,910	1,206
	Board of Elevator and Tramway Safety	$407,745	7,072
	Board of Examiners in Physical Therapy	$60,634	458
	Board of Examiners on Speech-Language Pathology and Audiology	$62,431	957
	Board of Hearing Aid Dealers and Fitters	$51,896	541
	Board of Licensing of Auctioneers	$47,533	312
	Board of Licensing of Dietetic Practice	$36,401	125
	Board of Licensure for Professional Land Surveyors	$86,597	603
	Board of Licensure of Foresters	$55,353	437
	Board of Licensure of Podiatric Medicine	$32,596	125
	Board of Occupational Therapy Practice	$59,376	749
	Board of Real Estate Appraisers	$203,925	1,206
	Board of Respiratory Care Practitioners	$40,936	354
	Electricians' Examining Board	$775,127	15,517
	Maine Athletic Commission	$32,854 [10]	104
	Maine Board of Pharmacy	$429,590	8,174
	Maine State Board for Licensure of Architects, Landscape Architects and Interior Designers	$131,371	936
	Manufactured Housing Board	$521,085	12,085
	Nursing Home Administrators Licensing Board	$65,425	645
	Oil and Solid Fuel Board	$328,671	5,554
	Plumbers' Examining Board	$312,580	5,283

[10] OLR reports this commission's costs are primarily its allocated portion of the Office's overhead, and that the commission's revenue has been inadequate to cover its costs for a number of years.

	Propane and Natural Gas Board	$283,168	5,242
	Radiological Technology Board of Examiners	$72,511	728
	Real Estate Commission	$478,715	8,986
	State Board of Alcohol and Drug Counselors	$119,521	936
	State Board of Certification for Geologists and Soil Scientists	$46,143	312
	State Board of Examiners of Psychologists	$104,809	1,227
	State Board of Funeral Service	$107,984	3,078
	State Board of Social Worker Licensure	$250,901	3,848
	State Board of Veterinary Medicine	$81,399	520
TOTAL COSTS AND HOURS FOR ALL		$8,650,647	159,784

Note: More information about all of the entities in this table is available in the complete inventory in Appendix D.

Facilities and Refreshment Costs

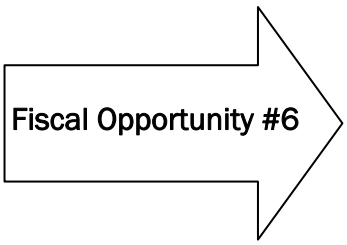
Costs associated with refreshments and facilities are widely varied among the boards surveyed.

OPEGA's survey showed that some boards pay for meeting refreshments, while others do not. Likewise, some boards rent meeting space, while others have their own facilities or use public space for free. The totals reported by all boards in these two cost areas are shown in Table 6. The total for facility costs represents rental of meeting space as well as expenses associated with permanent building space for the staff of some boards.

Table 6. Total Facility and Refreshment Costs Reported by Survey Respondents

	2005	2006	2007
Refreshments	$76,779	$94,083	$92,013
Facilities	$284,291	$309,902	$324,142
TOTALS	$363,075	$405,991	$418,162

Note: The refreshment and facility costs reported by each board are shown in the complete inventory in Appendix D.



Fiscal Opportunity #6: Some boards and commissions have already eliminated refreshments and stopped paying to rent meeting space in order to reduce costs, but it appears that others have not. If the remaining boards reduced their refreshment and facilities costs by just 25%, annual savings could be approximately $100,000 dollars.

Compensation and Expense Reimbursement for Board Members

The compensation and expense reimbursements authorized for members of each board and commission are specified in 5 MRSA Chapter 379. There are currently no standard compensation amounts. Member compensation varies from $150 dollars per day plus expense reimbursement, to no compensation or reimbursement whatsoever. Which specific members are entitled to compensation also varies, with some boards authorized to compensate all members equally and others paying compensation only to members who are legislators.

Table 7 shows a breakdown of the compensation rates available to the general members of various boards. The table does not include the specific rates that are sometimes authorized for specific board members as described above.

Table 7. Types of Compensation for Boards in 5 MRSA Chapter 379

Type of Compensation	Number of Boards	Percent of Boards
Set Dollar Amount	60	23%
Annual Stipend Set in Statute	1	0%
Expenses Only	90	35%
Legislative Per Diem & Expenses	36	14%
Legislative Per Diem & Expenses for Certain Members Only (specific members indicated in statute)	4	2%
No Compensation or Expenses Authorized	42	16%
Not indicated in 5 MRSA Chapter 379	27	10%

Note: The compensation authorized for each board under 5 MRSA Chapter 379 is shown in the complete inventory in Appendix D.

Authorized expense reimbursement and compensation amounts are not standard among boards, and are often specified in 5 MRSA Chapter 379.

Some variation in compensation for members is to be expected. For example, membership on advisory boards is often considered an honor and, therefore, may not be accompanied by any compensation although expenses may be reimbursed. However, it can be difficult to find qualified professionals to serve on occupational and professional regulatory boards, so these boards often offer both compensation and expense reimbursement. Money is also sometimes cited as a barrier to participation on boards for individuals who may experience financial hardship if they have to forgo pay or absorb travel expenses to attend meetings. This is another factor to be considered in setting member compensation rates.

Examples of Compensation Authorized in 5 MRSA Chapter 379:

Maine Food Policy Council – authorized to pay expenses, but only upon request and determination of financial hardship

Board of Licensure in Medicine – authorized to pay $1,250/year for members; $1,500/year for the chair; and$7,500/year for the secretary

Right to Know Advisory Commission – authorized to pay legislative per diem and expenses for legislators; expenses only for certain other members

Fiscal Opportunity #7

Fiscal Opportunity #7: In the 1980's, there was an effort to standardize compensation rates within categories of boards. Currently, the only standardization that appears to exist is that:

- advisory boards are generally not authorized to pay more than $25/day in compensation (plus expenses); and
- the 35 licensing and regulatory boards under the jurisdiction of OLR have set rates of $35 per day plus expenses that were established a number of years ago.

Otherwise, compensation rates are still wide-ranging and there are disparities among boards as to which members are authorized to get compensation.

The State of Texas achieved savings by standardizing compensation rates for board members. The same opportunity may exist for Maine. For example, savings may be achieved by eliminating or reducing compensation for all advisory boards[11], or by limiting compensation rates for all regulatory and licensing boards to the same rate being paid to those under OLR's jurisdiction. Reasonably estimating what the total savings might be is complicated by the current variation between boards and the other considerations previously mentioned. In addition, OPEGA has not studied whether the current rates authorized for any of the boards are adequate and appropriate for the board's function. Hence, determining potential savings will require a more detailed assessment.

Acknowledgements

We would like to thank the staffs of the Secretary of State's Office, the Department of Professional and Financial Regulation's Office of Licensing and Registration, and the 261 individual boards for the time they spent helping us assemble the data presented in this report. The additional perspective and contextual information many of them provided enabled us to prepare a more valuable final product. We would also like to thank the other Executive Branch agencies that provided information about ad-hoc entities.

[11] Although 5 MRSA §12003-A limits compensation for advisory boards to $25/day plus expenses, some of the entities classified as advisory have authorized rates in §12004-I that exceed that limit. For example, the Advisory Board for the Licensing of Taxidermists is authorized under 5 MRSA §12004-I to pay $50/day plus expenses.

APPENDICES

Appendix A. Survey Form OPEGA Sent to Boards and Commissions

Survey of State Boards

Office of Program Evaluation and Government Accountability

Please answer each of the following questions. Click the "submit" button at the bottom of this page when you are finished. Thank you for taking part in this survey.

Name of the board, commission, committee, council, or similar organization:

Please provide your name, and any other titles you currently hold besides clerk of the board:

The following questions are about board costs and staffing resources over the past 3 years. Please report the costs for all types of meetings, not just official meetings of the board. We understand that some boards may be reporting for fiscal years, while others may report for calendar years. Please indicate which applies to the costs you are reporting in this survey:

Costs are for State Fiscal Years ◯ Costs are for Calendar Years ◯

Please enter whole dollar amounts

	2005	2006	2007
What was the total paid to members in compensation and expense reimbursement for any board activities for each of the past 3 years ?			
What were the total facility costs for each of the past 3 years?			
What were the total refreshment costs for each of the past 3 years?			
What other costs, not included in the three lines above, did the board have for each of the past 3 years?			

Please briefly describe what these other costs were for:

Please enter hours (whole numbers)

	2005	2006	2007
How many hours did the clerk of the board spend on board related activities during the past 3 years? (Please include time spent on official duties and any other duties required of the clerk).			

☐ Please check this box if you are reporting an estimate because actual hours spent are not known.

During the past 3 years how many hours (approximately) did the board require other State employees to attend meetings, respond to board requests for information, or carry out board related activities? (Please exclude time spent by the clerk if the clerk is an employee of the State)			

Please provide the account code (or codes) that the board's expenses are charged to:

Is this account code used exclusively for this board? ◯ Yes ◯ No

Does the board have an Executive Director? ◯ Yes ◯ No

If so, is the Executive Director a full time position? ◯ Yes ◯ No

What were the board's key accomplishments or activities in the past year? (Please list them briefly)

Does the board report annually on its costs or activities, not including any report required under 5 MRSA Chapter 379 for some boards? ◯ Yes ◯ No

Appendix B. Model Sunrise and Sunset Criteria for Boards and Commissions

These criteria are based on those used by Arizona in that state's sunset review process. See Arizona's website for more information about the specific processes used there: (http://www.azleg.state.az.us/Sunset_Review.pdf).

Sunrise Criteria – for consideration when evaluating the need for a new board or commission.

1. The existing problem that could be addressed by the creation of a new board, including the nature of the potential harm to the public if the board is not created.
2. The extent to which citizens need, and will benefit from, the creation of the new board.
3. Other boards currently in statute that deal with topics of a similar nature.
4. Alternatives considered and reasons why each was determined unacceptable.
5. The extent to which the new board may harm the public, if at all.
6. Whether the need for the board will be constant and permanent, or is more temporary in nature and could have a date of dissolution built into its enacting statute or could instead be established as an ad-hoc entity.
7. Expected costs to the state and the general public of implementing the board.

Sunset Criteria – for consideration in evaluating the need to continue a pre-existing board or commission.

1. The purpose of continuing the board, including the benefit the public can expect from the board's continuation.
2. The extent to which repealing the board would harm the citizens of the State.
3. Whether any of the board's responsibilities overlap or conflict with the responsibilities currently held by any other State boards or agencies.
4. How effectively that board has fulfilled its purpose, and whether it has done so efficiently.
5. Whether rules adopted by the board are in keeping with its legislative mandate.
6. The extent to which the board has encouraged public input and kept the public apprised of its actions.
7. How well the board has been able to investigate and resolve complaints within its jurisdiction (if applicable).
8. What barriers exist that interfere with the board's ability to fulfill its statutory mandate.
9. The extent of member participation in board meetings, and any difficulties the board has experienced in maintaining a full complement of members.
10. The level of activity of the board, including whether meetings have been held and minutes indicate substantive actions.
11. The costs associated with the board, and whether the costs are justified and appropriate in the current social and fiscal environment.

Appendix C. Statutory Classifications of Boards

Classification	Primary Responsibilities and Powers as condensed from 5 MRSA §12004-A through §12004-L.
Occupational & Professional Licensing Boards	Responsibilities: Examine applicants, issue licenses or certificates, register licensees and set rules for licensees with respect to the practice of a particular occupation or profession. Powers: Hold hearings, adopt rules, establish standards and procedures, issue licenses, and initiate action for the revocation or suspension of occupational or professional licenses.
Arbitration, Mediation, Valuation and Board Appeals	Responsibilities: Assess property for purchase, valuation or tax purposes; hear appeals with respect to property valuation or assessment; and arbitration, conciliation or mediation of disputes or grievances. Powers: Hold hearings; adopt rules; determine, modify or assess fees, taxes and penalties; arbitration, conciliation and mediation; establish standards and procedures; and adjudicate disputes.
Educational Policy Boards	Responsibilities: Formulate educational policy; review and evaluate educational policy; and administer educational institutions.
Environmental Regulation and Control	Responsibilities: Protect the State's natural resources and environment. Powers: Regulate activities that affect the environment and natural resources of the State, issue licenses and permits, set standards and procedures, assess fees and penalties, hold hearings, and adopt rules.
Budget and Rate Regulation	Responsibilities: Set revenue or budget ceilings, and set prices or rates for commodities or services provided statewide. Powers: Hold hearings, adopt rules, establish policies and procedures, determine revenue limits, establish prices, conduct investigations, and initiate action to revoke or suspend licenses and permits.
Bonding and Financing Organization	Responsibilities: Finance construction of projects, new businesses or business expansions; administer pension funds or proceeds from bond sales; and administer organizations created to fulfill these responsibilities. Powers: Hold hearings and adopt rules; establish procedures and standards; lease or acquire property; enter into contracts; sell bonds; invest income; and borrow money.
General Government	Responsibilities: Vary and are limited to a specific purpose. May include regulation or licensing of a particular activity, establishment of policy for a specific purpose or organization, or acquisition of property for a specific purpose. Powers: Hold hearings, adopt rules and establish policies and procedures, enter into contracts, establish just charges, conduct investigations, acquire property, or enforce state laws.
Commodity or Product Protection and Promotion Boards	Responsibilities: Protect natural resources and agricultural products produced in the State, and promote sales of these goods in the State and outside the State. Powers: May include assessment and collection of industry taxes, quality control inspections, establishment of grades and classifications, advertising, holding hearings, and adopting rules.
Advisory Boards	Responsibilities: Advise state agencies, review policies and procedures, conduct studies, evaluate programs and make recommendations to the state agencies, the Legislature or the Governor.
Independent Advisory Boards	Responsibilities: Evaluate the performance of departments or agencies of State Government, recommend policies and procedures to the Governor and Legislature for adoption, serve in an advocacy capacity for a specific group or sector of the population, or hold hearings for the evaluation of policies and issues. *Note: Different from "Advisory Boards" in that they are established by law as independent organizations, each with a separate line item in the budget to which money is specifically appropriated by the Legislature.*
Intergovernmental Organizations	Responsibilities: Establish cooperation between this State and other states or Canadian provinces.
Interagency Organizations	Responsibilities: Develop, implement, or coordinate programs; review information, data and systems; plan; make recommendations; propose legislation; hold hearings; enter into agreements; and receive and administer funds.

Appendix D. Inventory of Boards, Commissions, Committees, and Councils

This inventory summarizes data provided by the Secretary of State, information from 5 MRSA Chapter 379, and data reported to us by the individual boards via survey. We have taken no steps to validate the data, except to verify it with those who provided it. The source and type of data in each field is as follows:

S – indicates data from 5 MRSA Chapter 379	O – indicates data from the Secretary of State	B – indicates data obtained from the board via survey
Name & Statute	**S**	Contains the name of the board as indicated in the survey response and the enabling statute as listed in 5 MRSA Chapter 379.
Stat Comp	**S**	Coded to indicate the compensation authorized for members according to 5 MRSA §12004-A through L. Through discussions with board clerks we have learned that these authorized compensation amounts sometimes do not match the amounts allowed in the boards' enabling statutes or the amounts actually paid. A key of the codes is included at the foot of each page.
Stat Class	**S**	Indicates the board's statutory classification as specified in 5 MRSA §12004-A through L.
Member Costs	**B**	Total 2007 member compensation and expense reimbursement as provided by the board.
Facility Costs	**B**	Total 2007 costs of facilities used by the board or its staff, including rental of meeting space.
Refreshment Costs	**B**	Total refreshment costs associated with the board's activities in 2007.
Other Costs	**B**	Total estimated other costs for 2007 reported by the board, including expenses such as staff compensation and office overhead.
Expired Terms at Start of 07	**O**	Number of seats with expired terms as of the start of 2007 as reported by the Secretary of State. Some expired seats may actually be vacant, while others may be filled by members with expired terms whose replacements have not yet been appointed.
Clerk Hours	**B**	Total estimated hours the board's clerk spent on board-related matters in 2007, as reported by the board.
Other Hours	**B**	Total estimated hours other State employees (besides the clerk) spent on board-related matters in 2007, as reported by the board.
Exec Dir	**B**	Indicates whether the board reported having an executive director (N = no executive director; P/T = part-time executive director; F/T = full-time executive director).
Accomplishments	**B**	Primary accomplishments for 2007 as reported by the board. Note: Some boards wanted to report significantly more accomplishments, but the field was limited to 255 characters in order to keep the inventory's length manageable.

The full inventory begins on the following page. Additional information about most of these entities may be obtained from the Secretary of State.

Name & Statute	Stat Comp	Stat Class	Member Costs	Facility Costs	Refreshment costs	Other costs	Expired Terms	Clerk Hours	Other Hours	Exec Dir	Accomplishments
Advisory Board for the Licensing of Whitewater Guides [12 MRSA §10156]	$50	Advisory	$1,260	$0	$14	$0	0	10	18	PT	Review and recommend changes to the current WW Guides Test. Review requirements for the licensing of guides. Recommend changes to the Commissioner in license requirement changes, training and test procedures.
Advisory Commission on Women Veterans [37B MRSA §1151]	E	Advisory	$0	$0	$0	$0	0	2	8	N	Participated in a Women Veterans Resource Workshop at Togus; Provided support to the Maine Chapter of the Women Veterans of America Service Organization in their mission of reaching women veterans in Maine.
Advisory Committee on College Savings [20A MRSA §11484]	N	Advisory	$300	$900	$1,700	$1,120	2	40	36	N	The Advisory Committee on College Savings provided advice to the Authority on the operation of the program and investment of the program fund. Approved enhancements to Direct Series; approved retaining of an independent advisor.
Advisory Committee on Dental Education [20A MRSA §12304]	N	Advisory	$0	$0	$40	$560	2	20	12	N	Assisted the chief executive officer in evaluating and improving the program. The committee participated in selection of recipients for loan and repayment awards.
Advisory Committee on Fair Competition with Private Enterprise [5 MRSA §55]	N	Advisory	$0	$0	$0	$0	0	4	0	N	This is an Advisory Committee that responds to complaints. This past year (2007) no complaints were submitted, so activity was limited.
Advisory Committee on Family Development Accounts [10 MRSA §1079]	E	Advisory	$0	$0	$0	$1,000	2	65	4	N	Collaborated with the ME State Housing Authority, which donated $100,000 to the Family Development Accounts for home ownership purposes (4:1 match). Marketing and promotion of FDA materials (updated in Nov 07).
Advisory Committee on Medical Education [20A MRSA §12106]	N	Advisory	$0	$0	$60	$840	15	30	6	N	The Advisory Committee on Medical Education assists the chief executive officer in evaluating and improving the program. The committee participated in the selection process of recipients of Access program.
Advisory Council of the Displaced Homemakers [26 MRSA §1604]	N	Advisory	$0	$0	$210	$24	0	24	0	N	Consider, advise, and approve budget and strategic plans; host Legislators' and Funders' reception in 2005 and 2007. Help plan 30th anniversary events, especially as they relate to marketing and development.

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Key for Stat Comp field:	$ amount indicates actual per meeting rate + expenses *Note: Current Legislative per diem is $55/day*	A = Annual stipend is set in statute L = Legislative per diem + expenses	E = Only expenses authorized LL = Legislative per diem + expenses for specific members only	U = unspecified in 5MRSA Ch379

Name & Statute	Stat Comp	Stat Class	Member Costs	Facility Costs	Refreshment costs	Other costs	Expired Terms	Clerk Hours	Other Hours	Exec Dir	Accomplishments
Advisory Council on Health Systems Development [2 MRSA §104]	E	Advisory	$0	$0	$0	$0	0	400	400	N	Development & implementation of the State Health Plan. Established the Capital Investment Fund for 2006. Established a Public Health Work Group. Published several comprehensive reports regarding health and health care in ME: see www.dirigohealth.com.
Advisory Council on School Psychological Service Providers [20A MRSA §13022]	U	Advisory	$200	$0	$0	$0	0	15	2	N	Completed two ethical violation investigations and made recommendations based on findings to MDOE Certification attorney.
Advisory Council on Tax-Deferred Arrangements [5 MRSA §884]	E	Advisory	$0	$0	$172	$0	0	100	40	N	Adopted a Code of Ethics. Began publishing a quarterly newsletter. Took actions designed to: reduce fees, give retirement planning help, lower costs and increase efficiencies, improve employee choices, and gather demographic data about participants.
Advisory Council to the Maine Telecommunications Relay Service [35A MRSA §8704]	N	General	$1,521	$61	$93	$1,017	0	95	16	N	Signed a new three-year agreement with the relay provider (Hamilton Relay) for the provision of relay services in Maine. Prepared a survey, for distribution to ME Relay Service users in early 2008, to measure quality of relay service.
Agricultural Bargaining Board [13 MRSA §1956]	$75	Arbitration	$0	$0	$0	$0	1	6	4	N	Was not required to meet.
Agricultural Water Management Board [7 MRSA §352]	E	General	$0	$0	$54	$0	0	32	32	N	Set work plan for coming year. Began work on development of water source evaluation procedure for farmers, and identifying information farmers will need for preparing water management plans.
Animal Welfare Advisory Council (AWAC) [7 MRSA §3906C]	E	Advisory	$0	$0	$0	$0	0	60	30	N	Animal Welfare Legislation.
Aquaculture Advisory Council [12 MRSA §6080]	N	Advisory	$0	$0	$0	$0	0	10	0	N	Did not meet in 2007.
Archives Advisory Board [5 MRSA §96]	E	Advisory	$531	$0	$134	$0	2	20	80	N	Approved state agency records retention schedules so that state records could be destroyed when no longer needed or transferred to the Archives for preservation. Approved the Dyer Library as an alternative repository for local government records.
Aroostook Water and Soil Management Board [7 MRSA §332]	E	General	$0	$0	$0	$0	0	12	0	N	No meetings and/or issues.

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Name & Statute	Stat Comp	Stat Class	Member Costs	Facility Costs	Refreshment costs	Other costs	Expired Terms	Clerk Hours	Other Hours	Exec Dir	Accomplishments
Atlantic States Marine Fisheries Commission [12 MRSA §4603]	E	Inter-governmental	$0	$0	$0	$33,725	1	0	200	FT	Cooperative management of 20 marine species with 14 other Atlantic coastal states.
ATV Advisory Council [12 MRSA §1893C]	E	Advisory	$1,192	$145	$374	$384	0	40	32	N	Review/make recommendations on: ATV Task Force report; income/expenditure reports; registration fees; club member discounts; trail use fees/passes; various grants; land use licenses; title 12 change of definition of a snowmobile and ATV.
ATV Enforcement Grant Review Committee [12 MRSA §10324]	N	General					0				Did not respond to OPEGA survey request.
Baxter State Park Authority [12 MRSA §901]	N	General	$0	$0	$600	$200	0	2,000	85,000	FT	Continued management and administration of Baxter State Park in accordance with the Deeds of Trust.
Blaine House Commission [5 MRSA §322]	N	Advisory	$0	$0	$0	$0	0	3	3	N	Approved a new security gate for the State Street entrance to the Blaine House grounds.
Board of Accountancy [32 MRSA §3971]	$35	Licensing	$1,884	$0	$0	$114,922	1	0	1,144	N/A	Closed 44 complaints and issued 124 Licenses in 2007, for a total of 2467 currently active licenses.
Board of Bar Examiners - a division of the Judiciary Department [4 MRSA §801]	U	Licensing	$0	$0	$0	$0	0	0	0	PT	Administration of the Maine bar examination and certifying individuals for admission to the Maine bar.
Board of Barbering and Cosmetology [32 MRSA §14211]	$35	Licensing	$1,018	$0	$0	$427,376	0	0	6,531	N/A	Closed 29 complaints and issued 1886 Licenses in 2007, for a total of 15516 currently active licenses.
Board of Boilers and Pressure Vessels [32 MRSA §15103]	$35	Licensing	$1,233	$0	$0	$472,248	3	0	8,008	N/A	Closed 9 complaints and issued 838 Licenses in 2007, for a total of 12244 currently active licenses.
Board of Chiropractic Licensure [32 MRSA §501]	$35	Licensing	$1,891	$0	$0	$85,825	0	0	770	N/A	Closed 12 complaints and issued 52 Licenses in 2007, for a total of 640 currently active licenses.
Board of Complementary Health Care Providers [32 MRSA §12502]	$35	Licensing	$783	$0	$0	$35,756	1	0	229	N/A	Closed 2 complaints and issued 18 Licenses in 2007, for a total of 144 currently active licenses.
Board of Counseling Professionals Licensure [32 MRSA §13852]	$35	Licensing	$5,719	$0	$0	$96,191	1	0	1,206	N/A	Closed 8 complaints and issued 109 Licenses in 2007, for a total of 1297 currently active licenses.
Board of Dental Examiners [32 MRSA §1072]	L	Licensing	$11,600	$1,500	$2,796	$0	0	2,100	700	N	Finalized rules for a new category of licensure, Expanded Function Dental Assistant, to enable licensed ME dentists to provide care for more patients by delegating certain reversible procedures to these appropriately trained and certified individuals.

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Name & Statute	Stat Comp	Stat Class	Member Costs	Facility Costs	Refreshment costs	Other costs	Expired Terms	Clerk Hours	Other Hours	Exec Dir	Accomplishments
Board of Elevator and Tramway Safety [32 MRSA §15205]	$35	Licensing	$566	$0	$0	$407,179	0	0	7,072	N/A	Closed 1 complaints and issued 93 Licenses in 2007, for a total of 4462 currently active licenses.
Board of Emergency Medical Services [32 MRSA §88]	$20	Licensing	$11,000	$750	$1,650	$13,400	0	2,000	14,000	N	Licensing Emergency Medical Services personnel, vehicles, and services. Included: training, examinations, quality assurance, medical oversight, treatment protocols, liaison with other state agencies, data collection, and system evaluation.
Board of Emergency Municipal Finance [30A MRSA §6101]	E	Advisory	$0	$0	$0	$0	0	1	0	N	None. The board has not met.
Board of Environmental Protection [38 MRSA §341A]	L	Environmental Regulation	$22,636	$18,077	$5,941	$62,785	0	1,540	6,037	FT	Held adjudicatory hearings for petitions to modify, revoke or suspend a license, appeals and other licensing issues. Approved 100 Administrative Consent Agreement/Enforcement Orders.
Board of Examiners in Physical Therapy [32 MRSA §3112]	$35	Licensing	$568	$0	$0	$60,066	0	0	458	N/A	Closed 0 complaints and issued 111 Licenses in 2007, for a total of 1965 currently active licenses.
Board of Examiners on Speech-Language Pathology and Audiology [32 MRSA §6010]	$35	Licensing	$1,935	$0	$0	$60,496	0	0	957	N/A	Note: This board merged with the Board Of Hearing Aid Dealing And Fitting in 2007. See information for that board for the combined accomplishments.
Board of Hearing Aid Dealers and Fitters [32 MRSA §1658]	$35	Licensing	$2,422	$0	$0	$49,474	0	0	541	N/A	Closed 5 complaints and issued 82 Licenses in 2007, for a total of 870 currently active licenses. (Board merged with Speech-Language Pathology and Audiology in 2007. These are combined accomplishments.)
Board of Licensing of Auctioneers [32 MRSA §288]	$35	Licensing	$2,589	$0	$0	$44,944	0	0	312	N/A	Closed 13 complaints and issued 14 Licenses in 2007, for a total of 291 currently active licenses.
Board of Licensing of Dietetic Practice [32 MRSA §9903]	$35	Licensing	$1,856	$0	$0	$34,545	0	0	125	N/A	Closed 6 complaints and issued 38 Licenses in 2007, for a total of 439 currently active licenses.
Board of Licensure for Professional Land Surveyors [32 MRSA §13902]	$35	Licensing	$1,771	$0	$0	$84,826	0	0	603	N/A	Closed 10 complaints and issued 19 Licenses in 2007, for a total of 687 currently active licenses.
Board of Licensure in Medicine [32 MRSA §3263]	A	Licensing	$23,526	$75,277	$3,566	$1,174,397	0	2,140	18,720	FT	Issued 300 Medical Doctors (MD) licenses, 139 MD Temporary Licenses, 97 MD Educational Certificates, 33 MD Emergency Licenses, and 41 Physician Assistants (PA) licenses. Received and adjudicated 188 complaints, and disciplined 33.

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Name & Statute	Stat Comp	Stat Class	Member Costs	Facility Costs	Refreshment costs	Other costs	Expired Terms	Clerk Hours	Other Hours	Exec Dir	Accomplishments
Board of Licensure of Foresters [32 MRSA §5505]	$35	Licensing	$1,059	$0	$0	$54,294	0	0	437	N/A	Closed 3 complaints and issued 31 Licenses in 2007, for a total of 848 currently active licenses.
Board of Licensure of Podiatric Medicine [32 MRSA §3601]	$35	Licensing	$1,301	$0	$0	$31,295	1	0	125	N/A	Closed 9 complaints and issued 3 Licenses in 2007, for a total of 85 currently active licenses.
Board of Licensure of Water System Operators [22 MRSA §2624A]	E	Licensing	$516	$0	$92	$49,360	1	1,040	2,000	N	Rule revision for operator licensing qualifications. License renewals, examinations for new or upgraded licenses. Review and approval of professional development training.
Board of Occupational Safety & Health [26 MRSA §564]	E	General	$1,827	$150	$0	$0	0	37	10	N	For Public Sector Employers: Approved Compliance Directive on Electrical Insulation; Created an Ad-Hoc Committee to draft rules for Dive Operations; Held informational Town Meetings to clarify what is expected for regulation compliance.
Board of Occupational Therapy Practice [32 MRSA §2273]	$35	Licensing	$2,091	$0	$0	$57,285	0	0	749	N/A	Closed 5 complaints and issued 70 Licenses in 2007, for a total of 1084 currently active licenses.
Board of Pesticides Control [22 MRSA §1471B]	L	Environmental Regulation	$6,195	$1,275	$849	$0	0	60	2,070	FT	Adopted amendments to Board Rules. Commissioned technical studies/reports on 10 Bt Corn products, aerial spraying and spray drift. Reviewed/approved emergency exemptions/variances. Approved 9 consent agreements and a Critical Pesticide Control Area.
Board of Real Estate Appraisers [32 MRSA §14011]	$35	Licensing	$6,077	$0	$0	$197,848	0	0	1,206	N/A	Closed 60 complaints and issued 100 Licenses in 2007, for a total of 955 currently active licenses.
Board of Respiratory Care Practitioners [32 MRSA §9703]	$35	Licensing	$203	$0	$0	$40,733	0	0	354	N/A	Closed 2 complaints and issued 77 Licenses in 2007, for a total of 698 currently active licenses.
Board of Trustees for the Maine Criminal Justice Academy [25 MRSA §2802]	E	Education Policy					1				*
Board of Trustees Maine Maritime Academy [P&SL 1941 c.37]	E	Education Policy	$1,129	$7,680	$11,362	$4,147	0	480	960	N	Reviewed and updated Strategic Plan and Mission Statement. Approved a committee to look at gender issues. Looked at opportunities for research for students and faculty. Made moves to more fully utilize campus and facilities.

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Name & Statute	Stat Comp	Stat Class	Member Costs	Facility Costs	Refreshment costs	Other costs	Expired Terms	Clerk Hours	Other Hours	Exec Dir	Accomplishments
Board of Trustees Maine School of Science and Mathematics [20-A MRSA §8204]	E	Education Policy					2				*
Board of Trustees Maine Veterans' Homes [37B MRSA §603]	E	General					0				*
Board of Trustees, Mining Excise Tax Trust Fund [5 MRSA §453-A]	N	General	$0	$0	$0	$0	0	1	0	N	None. The board has not met.
Board of Trustees, University of Maine System [S1967 §229 P&SL 1865 c.532]	E	Education Policy	$8,357	$0	$14,846	$0	0	0	0	N	Fiduciary and oversight responsibilities for the University of Maine System.
Board of Underground Storage Tank Installers [32 MRSA §10001]	E	Licensing	$1,313	$0	$0	$0	1	1,800	1,700	N	Substantial examinations revisions. Program rulemaking .
Board of Visitors for Long Creek Youth Development Center [34A MRSA §3002 34A MRSA §3001A]	E	Advisory	$0	$0	$50	$0	2	7	5	PT	Review and discussion of Performance Based Standards, shadowing employees, Tracking usage of mechanical restraints, overview of programs offered at LCYDC. Board members come in every week to meet with and interact with the residents at LCYDC.
Camp Trip Leader and Junior Maine Guide [12 MRSA §7323 12 MRSA §10154]	E	Advisory	$0	$0	$0	$0	0	0	20	N	Conducted Junior Maine Guide testing and training around the State. Assisted school groups regarding Camp Trip Leaders Review of the curriculum for Junior Maine Woodsman and Maine Woodsman.
Capitol Planning Commission [5 MRSA §298]	E	Advisory	$0	$0	$0	$0	6	12	150	N	Revised CPC Rules, Project reviews for: Kennebec Arsenal, Bangor Savings Bank, DOT Traffic Signals, West Campus Parking and Green space, Blaine House Gate.
Center for Innovation in Biotechnology	N/A	N/A	$0	$4,263	$1,108	$15,017	N/A	5	0	PT	We organized an exhibit and events at BIO 2007 as our major activity this year.
Child Care Advisory Council [22 MRSA §3739]	N	Advisory	$0	$0	$0	$0	3	35	108	N	Made child care policy recommendations related to costs, licensing, Birth to Five Teacher Certificate, funding, administration, and part-time care. Made recommendations aimed to improve quality and affordability of an Early Care and Education System.
Citizen Trade Policy Commission [10 MRSA §11]	L	Advisory	$2,253	$0	$0	$397	0	4	0	N	None reported.
Civil Service Appeals Board [5 MRSA §7081]	$50	Arbitration	$100	$0	$30	$0	0	8	40	N	Decided four hearings.

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Name & Statute	Stat Comp	Stat Class	Member Costs	Facility Costs	Refreshment costs	Other costs	Expired Terms	Clerk Hours	Other Hours	Exec Dir	Accomplishments
Commission on Governmental Ethics and Elections Practices [1 MRSA §1007 1 MRSA §1002]	L	General	$6,709	$47,491	$0	$124,076	0	5	15,846	FT	Monitored campaign finance activities of candidates, PACs and party committees; administered Maine Clean Election Act; monitored lobbying activities; heard cases of legislative ethics and campaign finance violations.
Commission on Municipal Deorganization [30-A MRSA §7206]	LL	Interagency	$0	$0	$0	$0	0	0	0	N	No deorganization requests in the past year.
Commission on Uniform State Laws [3 MRSA §241]	E	Inter-governmental	$6,473	$0	$0	$526	2	120	5	N	Drafting Uniform State Laws or updating/revising existing Uniform Laws; submitting them to the Maine Legislature for enactment.
Committee on Judicial Responsibility and Disability [J1978 §SJC-00109]	U	Arbitration	$250	$0	$0	$43,000	1	0	0	PT	Resolved between 40 and 45 complaints against Maine judges by either dismissal, dismissal with a warning to the judge, or reporting the judge to the Maine Supreme Judicial Court for public discipline.
Committee on Transition [20A MRSA §7803]	E	Advisory	$2,470	$200	$856	$0	0	250	0	PT	Supported: Youth Leadership Retreat, improved data systems, regional work plan, Regional disbursements Funding Formula revision, performance plan indicator, Transition Outcomes Project, self-advocacy disability disclosure, numerous workshops/trainings.
Community Preservation Advisory Commission [30A MRSA §4350]	L	Advisory	$0	$0	$0	$0	1	17	23	N	Advised the Governor, Legislature, and state agencies on ways to enhance communities and make downtowns vital, including expanding the state historic tax credit, making building codes uniform, and providing model form-based zoning to help communities.
ConnectME Advisory Council [35A MRSA §9206]	N	Advisory					0				*
ConnectME Authority [includes the ConnectME Authority's Advisory Council] [35-A MRSA §9203]	N	General	$0	$0	$0	$19,550	0	35	780	PT	The Authority dispersed $800,000 in grants for broadband projects in unserved areas of the state.
Consensus Economic Forecasting Commission [5 MRSA §1710]	N	Advisory	$0	$225	$571	$0	5	100	75	N	Provided state annual economic forecast.
Continuing Education Board [24A MRSA §1481]	E	Advisory	$915	$0	$0	$0	1	125	4	N	Review all continuing education submissions and approve or deny them.

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Court Alternative Dispute Resolution Service Committee - Judiciary [4 MRSA §18B]	U	N/A					0				*
Criminal Law Advisory Commission [17A MRSA §1351]	E	Advisory	$405	$0	$0	$5	0	200	35	N	Reviewed and supplied written comments and suggestions for all L.D.'s relating to the Maine Criminal Code, Maine Bail Code and Maine Juvenile Code. Submitted three bills to the Legislature.
Cultural Affairs Council [27 MRSA §552]	E	General	$0	$0	$0	$0	0	0	200	N	Secured State and bond funding for New Century Community Grants Program to benefit local cultural agencies in Maine.
Department of Marine Resources Commercial Fishing Safety Council [12 MRSA §6034]	N	Advisory	$0	$0	$0	$0	0	120	140	N	Facilitated implementation of safety training for the Lobster Apprentice Program. Members testified to a Subcommittee of the House Committee on Transportation and Infrastructure regarding use of three mile line instead of the current Boundary Line.
Dirigo Health Agency Board of Trustees [24A MRSA §6904]	$100	General	$7,899	$0	$0	$614	0	72	0	FT	Began enrollment cap for DirigoChoice, had an Adjudicatory Hearing, Determined and Filed the Determination of Aggregate Measurable Costs Savings, Determined the SFY09 savings offset, Executed a contract with Harvard Pilgrim Health Care effective Jan 08.
Division of Deafness Advisory Council [26 MRSA §1413C]	E	Advisory	$694	$0	$0	$7,269	15	22	85	N	Governor's Tea recognizing accomplishments of advocates, and members of the deaf/hard of hearing/late deafened community. Acted as an advisory group on related legislative initiatives. Assisted in the hiring of the Director for the Division of Deafness.
Downeast Correctional Facility Board of Visitors [34A MRSA 3001 5 MRSA §12004-I]	E	Advisory	$0	$0	$0	$0	3	2	0	N	The Board of Visitors met and toured the facility. The forwarded a letter to the Governor recommending a new combined prison with the Washington County Jail.
The Downeast Institute for Applied Marine Research [S2003 MRSA Chap 29]	U	N/A	$0	$0	$0	$0	0	5	0	N	Research on soft and hard-shell clams, lobsters, and scallops.
Driver Education and Evaluation Programs (DEEP) Board of Appeals [5 MRSA §20078-A]	$75	General	$150	$0	$0	$0	2	10	10	N	Two citizen-initiated appeals hearings.
E-9-1-1 Council [25 MRSA §2925]	E	Advisory	$341	$0	$0	$0	6	10	50	N	Advisory.

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Education Commission of the States (ECS) [20-A MRSA §603]	U	Inter-governmental	$0	$0	$0	$58,200	0	0	0	N	No activity at state level.
Electricians' Examining Board [32 MRSA §1151]	$35	Licensing	$7,432	$0	$0	$767,695	0	0	15,517	N/A	Closed 38 complaints and issued 1322 Licenses in 2007, for a total of 11322 currently active licenses.
Facility Siting Board [38 MRSA §2152]	$100	Environmental Regulation	$0	$0	$0	$0	5	4	0	N	This board is purposefully inactive. It is convened only when the state undertakes a siting process for state-owned solid waste disposal facilities and after the Legislature determines a facility is needed.
Family Law Advisory Commission [19A MRSA §351]	N	Advisory	$0	$0	$0	$0	4	180	60	N	Review and advise with regard to various bills or rule changes pertaining to family law referred by the Judiciary Committee and/or the Maine Supreme Judicial Court.
Finance Authority of Maine [10 MRSA §964]	L	Bonding/ Financing					1				*
Fund Insurance Review Board [38 MRSA §568-B]	E	General	$271	$289	$83	$3,912	2	51	48	N	For a total of 7 appeals processed: 3 were withdrawn and 4 were heard by the appeals panel where 1 was remanded to the State Fire Marshal's Office; 1 decision was upheld; 1 was overturned; and 1 was upheld in part and overturned in part.
Gambling Control Board [8 MRSA §1002]	$55	Licensing	$3,379	$33,000	$0	$0	1	26	16	FT	Regulated business, people and machines at the Slot Facility in Bangor, Hollywood Slots.
Governor's Board on Executive Clemency [GFY95 MRSA §8]	U	N/A	$0	$0	$0	$0	0	0	120	N	In 2007, 146 applications were received and 51 hearings were granted.
Governor's Select Committee on Judicial Appointments [GFY88 MRSA §4]	U	N/A	$0	$0	$0	$0	0	10	0	N	Interviewed and made recommendations to the Governor regarding candidates for judgeships.
Harness Racing Promotion Board	U	N/A	$6,000	$0	$0	$0		50	0	N	Produced television and print advertisements for the harness racing industry in Maine. Planned and oversaw an annual horse racing open farm day in October.
Homeland Security Advisory Council [37B MRSA §709]	N	Advisory	$0	$0	$0	$0	0	25	20	N	Quarterly meetings of HSAC update membership on Homeland Security activities in Maine and provide a forum to share information and issues among key Federal, State and other partners.
Indian Township Passamaquoddy Housing Authority [22 MRSA §4733]	N	Advisory	$3,100	$0	$0	$0	0	37	37	N	Assigned homes for tenants.

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InforME Board [1 MRSA §534]	L	General	$1,516	$0	$0	$0	2	100	50	N	Approved agency agreements with InforME. Financial/technical assistance to RFP and InforME contract. Established 2 yr InforME policies and performance criteria/review. Review revenue/expenditures; approved other fees. Annual Report to the Legislature.
Inland Fisheries & Wildlife Advisory Council [12 MRSA §10151]	$50	General	$6,230	$0	$0	$0	0	100	10	N	Rulemaking for the Department
Interagency Task Force on Invasive Aquatic Plants and Nuisance Species [38 MRSA §1871]	E	Environmental Regulation	$0	$0	$277	$0	3	40	48	N	Reviewed mission; DEP/DIFW priorities; State Action Plan review process; funding mechanisms; non-target effects from control of invasive aquatic plants; threats posed by invasive crayfish; a ME central clearinghouse of information.
Intergovernmental Advisory Commission [30A MRSA §2181]	L	Advisory	$0	$0	$0	$0	0	12	0	N	Produced a blueprint for effective regional government in Maine. Reviewed state mandates for barriers to regionalization. Advised the Governor and Legislature on ways to increase regionalization of government services.
Judicial Compensation Commission [4 MRSA §1701]	E	General	$0	$0	$0	$0	2	1	0	N	None reported.
Juvenile Justice Advisory Group [GFY82 MRSA §16]	U	N/A	$5,771	$225	$1,778	$12,141	0	1,960	45	N	Provided recommendations for legislative and policy reform, developed State three-year juvenile justice plan, assisted jurisdictions needing support for compliance to JJDPA or program development efforts.
Kim Wallace Adaptive Equipment Loan Program [10 MRSA §373]	E	General	$3,650	$0	$3,897	$310,307	0	570	52	N	Heard 136 loan requests, 93 of which were approved, totaling $808,815. Most of these had an interest rate of between 3.5% and 5%.
Land and Water Resources Council [GFY81 MRSA §9]	U	N/A	$0	$0	$0	$0	0	4	4	N	Provided annual report to Governor and JS Committee on Natural Resources. Worked on bay management study, ground water management study, and public drinking water source protection recommendation.
Land for Maine's Future Program [5 MRSA §6202]	L	General	$0	$675	$459	$0	0	10	100	PT	Supported conservation of more than 445,000 acres. Implemented the Working Waterfront Access Pilot Program. Approximately 40 transactions currently under negotiation. Since 2000, have leveraged approx. $3 of match funds for every $1 of LMF investment.

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Landowners and Sportsmen Relations Advisory Board [12 MRSA §7038]	N	Advisory	$0	$0	$0	$0	0	15	9	N	Encouraged the creation of the position Director of Landowner Relations.
Legislative Youth Advisory Council [3 MRSA 168A]	LL	Advisory	$2,384	$0	$0	$34	2	2	0	N	See annual report.
Licensing of Guides [12 MRSA §7320 12 MRSA §10153]	$50	Advisory	$412	$0	$0	$0	0	50	3	N	Professional standards development for the licensing of Guides. Guide examinations review and updates. Miscellaneous guide board business/guide complaint review and resolution, guide patch design and discussion.
Licensing of Taxidermy [12 MRSA §7355 12 MRSA §10155]	$50	Advisory	$594	$0	$0	$0	1	20	0	N	Reviewed test, Testing Applicants, Taxidermy Complaints.
Lobster Advisory Council [12 MRSA §6447 12 MRSA §6462A]	E	Advisory	$3,718	$0	$0	$0	1	0	0	N	Considered the Lobster Fishery, Whale Rules, Drug Testing, Alternative Lobster Bait, Monhegan Fishing Season/Trap Limit, Landings/Reporting Regulations and Safety Requirements. Gave feedback on lobster related items to the Marine Resources Committee.
Lobster Research, Education, and Development Board	U	N/A	$325	$0	$0	$0	N/A	60	40	N	Advised the Department on priorities for lobster research, education and development activities. Assisted with RFP development and review and scoring of proposals. Made recommendations for funding of highest scoring projects.
Long Term Care Oversight Committee [22 MRSA §5107J]	LL	Advisory	$0	$0	$0	$0	10	40	50	N	Increased knowledge about pending legislation and executive branch activities relating to long term care.
Maine Advisory Committee on Mental Retardation [34B MRSA §1210]	E	Advisory	$0	$0	$0	$0	4	15	0	N	Participated in stakeholder groups for major revisions to Home and Community Based waiver program for people with MR. Participated in revision of Title 34B governing services to people with MR.
Maine Aeronautical Advisory Board [6 MRSA §302]	N	Advisory	$0	$0	$160	$0	0	6	21	N	Provided legislative update and training resources concerning LD 213, airport authority legislation, pavement maintenance, ME Aeronautics Assoc, ME Airport Managers Assoc, Experimental Aircraft Assoc, and land acquisition and relocation payment laws.
Maine Aquaculture Innovation Center	U	N/A	$0	$0	$0	$0	N/A	1	10	PT	Performed general oversight and long-term planning for the ME Aquaculture Innovation Center.

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Maine Arborist Advisory Council [7 MRSA §2191]	E	Advisory	$0	$0	$82	$50	0	6	20	N	Reviewed complaints against arborists and unlicensed operators. Recommended proposed changes to regulations. Attempted to educate the general public through PSAs in telephone books and distributing brochures in real estate offices.
Maine Arts Commission [27 MRSA §401]	E	General	$5,920	$150	$2,829	$0	0	28	28	FT	Encouraging public interest in the cultural heritage of ME and freedom of artistic expression. Surveying institutions engaged in artistic and cultural activities as needed. Advising the State in the creation or acquisition of works of art.
Maine Athletic Commission [32 MRSA §13501]	E	Licensing	$546	$0	$0	$32,308	2	0	104		The commission has not held an official meeting since 2004.
Maine Atlantic Salmon Commission [12 MRSA §9901]	U	N/A	$1,178	$0	$0	$100	0	60	10	PT	Opening of a fall salmon fishery, establishment of a long-term operational plan for ASC programs, creation of a joint Atlantic salmon management framework with NOAA and USF&WS, Joint Pike Removal Project with IF&W.
Maine Biomedical Research Board [5 MRSA §13104]	E	General	$0	$0	$0	$0	2	55	0	N	Monitors funded projects and payments of bond funds allocated by Board established process.
Maine Board of Osteopathic Licensure [32 MRSA §2561]	L	Licensing	$9,021	$1,200	$885	$0	1	2,100	625	N	Investigate for complaints and allegations of non-compliance with and/or violations of the law related to its licensees and disciple as needed. Proposed amended board rules and portions of the governing statute.
Maine Board of Pharmacy [32 MRSA §13711]	$35	Licensing	$7,446	$0	$0	$422,144	2	0	8,174		Closed 66 complaints and issued 1100 Licenses in 2007, for a total of 5488 currently active licenses.
Maine Commission for Community Service (MCCS) [5 MRSA §7501]	U	N/A	$3,165	$1,069	$1,891	$2,363	0	15	5	FT	Developed 3yr strategic plan. Selected national service programs for federal funding and reviewed grantee performance. Provided leadership to VolunteerMaine. Instigated development of volunteer emergency response network to support emergency management.
Maine Commission on Domestic and Sexual Abuse [19A MRSA §4013]	E	Advisory	$0	$0	$0	$0	1	0	100	N	Provides direction and a forum on the issues of domestic abuse and sexual assault, and provides input on laws being drafted affecting these areas.

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Maine Communications System Policy Board [25 MRSA §1531]	N	Advisory	$0	$0	$0	$0	2	45	35	N	Established a cost allocation model for the use of our Bureau's services to agencies that contract with us for emergency call taking and dispatching services.
Maine Community College System Board of Trustees [20-A MRSA §12705]	L	Education Policy	$4,696	$0	$2,750	$5,484	1	150	934	N	Overseeing growth of the System through student enrollments, construction of System's five-year Strategic Plan, management oversight and fiscal accountability of the MCCS and its seven colleges.
Maine Conservation District Advisory Council [12 MRSA §51-A]	E	Advisory	$0	$0	$0	$0	0	6	3	N	Provided for semi-annual communications between Maine's Commissioner of Agriculture and Soil and Water Conservation Districts.
Maine Correctional Center Board of Visitors [34A MRSA §3002 34A MRSA §3001A]	E	Advisory	$0	$0	$0	$0	5	20	20	N	Reviewed overcrowding, pandemic planning, prisoner services (sex offender, women's center), security issues, DASF.
Maine Criminal Justice Commission [5 MRSA §3358]	U	Independent Advisory	$0	$0	$0	$0	0	83	0	N	Provided consultation to the commissioners of Public Safety and Corrections and also to the Legislative JS Committee on Criminal Justice and Public Safety.
Maine Developmental Disabilities Council [34B MRSA §1211 34-B MRSA §17001]	E	Advisory	$7,248	$843	$2,585	$0	5	75	200	FT	Working in a partnership with people with disabilities, their families, and other agencies identifies barriers to community inclusion, self determination, and independence, and acts to effect positive change. (Fully Federally Funded - no state funds.)
Maine Domestic Abuse Homicide Review Panel [19A MRSA §4013]	U	N/A	$0	$0	$0	$0	0	1,040	550	N	Reviewed 14 domestic abuse homicides in biennium. Conduct monthly meetings, publish a report to the Legislature every 2 years that looks at the cases reviewed and possible systematic change to benefit all people living in an abusive relationship.
Maine Drug Enforcement Advisory Board [25 MRSA §2954]	N	Interagency	$0	$0	$0	$8	0	3	6	N	Voted for Chair and Vice Chair and replacement of board members. Reviewed MDEA's budget update and activity statistics.
Maine Economic Growth Council [10 MRSA §929A]	U	N/A	$0	$45	$755	$180	0	15	30	N	Developed the Measures of Growth Report and Adopt a Benchmark Program. Organized numerous talks and presentations statewide on the economy.

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Maine Educational Center for the Deaf and Hard of Hearing and the Governor Baxter School for the Deaf [20-A MRSA §7406]	L	Education Policy	$6,047	$0	$0	$0	2	225	0	N	Provides administration and leadership for the education of Deaf and Hard of Hearing children in Maine.
Maine Educational Loan Authority (MELA) [20A MRSA §11414]	L	Bonding/ Financing	$2,652	$314	$212	$1,094	1	180	28	FT	Offer lowest cost supplemental educ loan program to ME families. Approved 2,900 +/- applications, disbursed record $30 million. Low cumulative gross default rate, 1.49% on outstanding loan portfolio of $102 million. No General Fund monies used.
Maine Engineers Recruitment and Retention Advisory Committee [20A MRSA §12523]	E	Advisory	$0	$0	$0	$0	0	0	0	N	Program has never been funded.
Maine Fire Protection Services Commission [5 MRSA §3371]	L	Independent Advisory	$495	$0	$0	$3,000	8	150	0	N	Hosted the 4th Annual Blaine House Conference on Emergency First Response. Issued a Task Force Report on a State Training Facility. Met monthly, maintained website and developed monthly info flyer for the Fire Service and legislators.
Maine Food Policy Council [7 MRSA §216]	E	Advisory	$0	$0	$0	$0	1	32	40	N	Completed strategic planning process. Prepared biennial 2007 legislative report. Performed subcommittee work.
Maine Governmental Facilities Authority [4 MRSA §1602]	E	Bonding/ Financing					0				*
Maine Health and Higher Educational Facilities Authority [22 MRSA §2054]	L	Bonding/ Financing					1				*
Maine Health Data Organization [22 MRSA §8703]	E	General	$2,895	$264	$279	$32,127	0	200	1,560	FT	Conducted several meetings, amended seven rules, took compliance action against 15 health care payers for failure to submit data, adopted a Code of Ethics, and instructed staff to enhance web site to provide user-friendly access and information.
Maine Historic Preservation Commission [27 MRSA §502 27 MRSA §501]	E	General	$856	$0	$935	$0	0	12	31	FT	Approved 20 nominations to the National Register of Historic Places. Approved 10 sub grants to municipalities and non-profit organizations. Made 2 annual preservation awards.

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Maine Historical Records Advisory Board [GFY89 MRSA §7 5 MRSA §98]	N	Advisory	$0	$0	$176	$0	1	16	45	N	Awarded a series of small grants ($25,000 or less) to historical societies and preservation groups for collection and preservation of records and documents.
Maine HIV Advisory Committee [5 MRSA §19202]	E	Advisory	$0	$0	$0	$0	2	0	75	N	Provided expert testimony on three pieces of legislation. Worked with Office of MaineCare Services to keep the HIV waiver. Developed recommendations for State Executive Branch departments on two emerging HIV issues. Voted on code of ethics.
Maine Hospice Council, Inc. [22 MRSA §8611]	E	Advisory	$0	$150	$100	$0	0	20	0	FT	Completed strategic planning.
Maine Human Rights Commission [5 MRSA §4561]	$25	General	$2,309	$2,670	$0	$268	0	118	288	FT	Adopted disability rules, sexual orientation rules, and an ethics policy.
Maine Humanities Council [P2001 MRSA §439DDDD4] *	U	N/A					0				*
Maine Indian Tribal-State Commission (MITSC) [30 MRSA §6212]	U	N/A	$5,418	$200	$240	$69,904	0	0	83	PT	Created Tribal-State Work Group. Appointed Wayne Newell to Univ of ME System board of trustees and Denise Altvater to ME State Prison board of visitors. Achieved elimination of last offensive place names.
Maine Innovation Economy Advisory Board	U	N/A	$0	$0	$400	$125	N/A	120	68	N	Ran and reviewed Department of Defense Experimental Program to Stimulate Competitive Research. Drafted criteria for research and development bond for final determination by ME Technology Institute board. Reviewed NASA RID proposals.
Maine Integrated Pest Management Council [7 MRSA §2404]	E	General	$209	$0	$160	$35	1	160	10	N	Developed strategic plan to guide IPM Council. Gave input to the New England Pest Management Network. Promoted safer pest management practices with farmers, the public, Task Force on Safer Chemicals, other organizations, businesses and agencies.
Maine Jobs Council [26 MRSA §2006]	U	N/A	$4,000	$1,369	$595	$75,000	0	1,248	300	PT	Worked on State Workforce Investment Act Plan, Statewide WIA Incentive policy, WIA Cost Limitation policy, Workforce Development System Map, and legislative reports. Held 3 full Council meetings, 10 Policy Committee meetings, and subcommittee meetings.

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Maine Labor Relations Board [26 MRSA §968]	$75	Arbitration	$2,263	$0	$0	$339,332	8	1,215	5,381	FT	Advised subcommittee of Appropriations Committee regarding resolving unit and representation issues in K-12 reorganization. Resolved all disputes presented through conciliation, adjudication or secret ballot elections. Increased accessibility of website.
Maine Land Use Regulation Commission [12 MRSA §683]	L	Environmental Regulation	$14,180	$475	$1,914	$2,100	0	240	576	FT	Researched decisions on rezoning, appeals and variances on land use proposals for the State's unorganized territories.
Maine Learning Technology Fund Advisory Board [20A MRSA §19109]	E	Advisory	$0	$0	$0	$0	2	2	1	N	The Board provides oversight and support to the MLTI program in the form of advice from members based on their perspective as professionals in various fields connected to the public, occasional networking (aka introductions of one person or another).
Maine Library Commission [27 MRSA §111]	E	General	$1,458	$0	$18	$0	0	1	60	N	Approved and oversaw expenditure of Library Services and Technology Act funds. Approved award of State-funded New Century grants to public libraries. Accepted minimum standards for public libraries revised by the Maine Library Assoc.
Maine Lobster Promotion Council [12 MRSA §6455]	$55	Promotional	$3,028	$0	$14	$625	6	30	0	FT	Promoting the sale and marketing of Maine Lobster locally, regionally, nationally, and world-wide. Public Instrumentality - No General Funds received.
Maine Milk Commission [7 MRSA §2952]	L	Budget/ Rate Regulation	$4,512	$0	$0	$130,000	1	2,080	2,080	FT	Controlled milk prices.
Maine Municipal Bond Bank [30A MRSA §5951]	L	Bonding/ Financing					0				*
Maine Newborn Hearing Screening Advisory Board [22 MRSA §8823]	E	General	$677	$526	$767	$1,910	0	100	200	N	Produced three new educational booklets for parents on different aspects of hearing loss. Got legislation passed mandating reporting of hearing evaluations up to age three.
Maine Outdoor Heritage Fund [12 MRSA §7788 12 MRSA §10308]	L	General	$1,637	$0	$0	$79,500	0	1,250	0	N	Awarded 48 projects for a total of $757,530.
Maine Pilotage Commission [38 MRSA §89]	N	Licensing	$1,477	$0	$100	$15,000	0	125	15	N	Administered statutes and rules for pilotage of vessels in Maine's harbors (excluding Portland). Renewed licenses, provided policy guidance, and administered training program.
Maine Port Authority [23 MRSA §4420]	$25	Bonding/ Financing	$1,678	$0	$520	$0	0	20	16	FT	Hired new executive director. Commissioned port strategy study.

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Maine Public Drinking Water Commission [22 MRSA §2660B 22 MRSA §2660C]	E	Advisory	$180	$0	$0	$100	0	64	128	N	Reviewed adjusted AFM (Annual Funding Mechanism) fee schedule. Provided input to the Director of the drinking water program.
Maine Public Utility Financing Bank, Board of Commissioners [35A MRSA §2904]	L	Bonding/ Financing					0				*
Maine Quality Forum Advisory Council [24A MRSA §6952]	E	Advisory	$223	$0	$47	$0	0	72	80	FT	Continued "In a Heartbeat Initiative." Established Nursing Sensitive Indicators. Developed new website. Worked with ME Health Data Org to make hospital information available to the communities.
Maine Rural Development Authority [5 MRSA §13120A]	E	Bonding/ Financing	$0	$0	$341	$67,511	0	0	0	PT	Approved three new project loans totaling $1.5 million. Issued five new loans totaling $2.25 million. Fully repaid active loan of $250,000. Achieved total board revenues of $245,746 for FY06-07.
Maine Self Insurance Guarantee Association [39A MRSA §404]	N	General	$0	$480	$0	$0	3	5	10	N	Provided for payment of workers compensation claims self insurers are unable to pay due to insolvency. Collected and reported data to the Bureau of Insurance. Filed annual report with the Bureau of Insurance.
Maine Small Business and Entrepreneurship Commission [5 MRSA §13032]	N	General	$0	$0	$193	$267	0	200	20	N	Approved contract with University of Southern Maine to deliver FY2008 Maine Small Business Development Centers program services across the state.
Maine State Board for Licensure of Architects, Landscape Architects and Interior Designers [32 MRSA §211]	$35	Licensing	$3,372	$0	$0	$127,999	8	0	936	N/A	Closed 4 complaints and issued 109 Licenses in 2007, for a total of 1701 currently active licenses.
Maine State Board of Education [20-A MRSA §401]	L	Education Policy	$18,000	$1,000	$6,650	$37,690	2	6,243	56	N	Advised the Commissioner of Education and the Legislature on issues related to teacher quality and to achieving the goal of having all Maine students college ready.
Maine State Board of Nursing [32 MRSA §2151]	L	Licensing	$9,557	$45,793	$0	$603,124	1	2,080	0	FT	Handled licensure of professional nurses and approval of nursing education programs in Maine. Received and responded to 179 complaints.
Maine State Ferry Service Advisory Board [23 MRSA §4301]	E	Advisory	$450	$0	$750	$0	9	120	200	N	Advised Ferry Service management regarding island issues.

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Maine State Film Commission [5 MRSA §13090H]	E	Advisory	$500	$250	$150	$250	0	325	600	N	Helped draft and pass new tax incentives for media production. Began establishing a new educational program for Maine media professionals.
Maine State Harness Racing Commission [8 MRSA §261 8 MRSA §261-A]	L	General	$4,674	$0	$0	$0	0	2,080	10,320	FT	Enforced rules. Assessed penalties for violations. Performed rule making. Licensed pari mutual facilities. Developed policy.
Maine State Housing Authority [30-A MRSA §4722]	L	Bonding/ Financing					1				*
Maine State Museum Commission [27 MRSA §82]	E	General	$3,229	$0	$1,024	$185	1	120	375	N	Regularized terms of commission appointments. Established new policy on resolving issues between commission members and staff. Provided general supervision of museum director. Provided testimony in favor of Capitol Planning Commission. Updated policies.
Maine State Prison Board of Visitors [34A MRSA §3002 34A MRSA §3001A]	E	Advisory	$0	$0	$0	$0	3	95	6	N	Spent a great deal of time listening to concerns of staffers, and to issues raised by inmates at the Maine State Prison.
Maine State Retirement System Board of Trustees [5 MRSA §17101 5 MRSA §17102]	L	Bonding/ Financing					0				*
Maine Technology Institute [5 MRSA §15302]	E	General	$1,632	$0	$2,051	$0	0	290	5	N	Reviewed and approved funding for 158 new technology projects, totaling more than $5.9 million and leveraging an additional $9 million in matching investments by awardees.
Maine Tourism Commission [5 MRSA §13090F]	E	Advisory	$8,158	$1,500	$0	$0	0	305	850	N	Upgraded online reporting for partnership grants. Commissioned research on regional marketing efforts. Funded PSAs and in-state advertising campaign. Developed educational product about merits of tourism industry and potential job opportunities there.
Maine Turnpike Authority [23 MRSA §1965]	L	Bonding/ Financing					0				*
Maine Water Well Commission [32 MRSA §4700-G]	$50	General	$3,423	$0	$90	$10,566	2	1,040	950	N	Completed rule making for licensing well drillers and regulation of construction of wells. Handled complaints of private homeowners. Licensed individuals and companies in and out of state.

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Maine-Canadian Legislative Advisory Commission [3 MRSA §227]	N	Inter-governmental	$0	$0	$0	$0	2	0	0	N	None reported.
Maine-New Hampshire Interstate Bridge Authority [P&SL 1937 c.18]	E	Inter-governmental	$474	$0	$441	$54	1	46	40	N	Monitored maintenance of the Sarah Mildred Long Bridge.
Manufactured Housing Board [10 MRSA §9003]	$35	Licensing	$6,042	$0	$0	$515,043	1	0	12,085		Closed 105 complaints and issued 85 Licenses in 2007, for a total of 1140 currently active licenses.
Marine Recreational Advisory Committee [12 MRSA §6033]	N	Advisory	$0	$0	$0	$0	9	1	0	N	None - did not meet.
Marine Resources Advisory Council [12 MRSA §6024]	E	General	$2,716	$0	$0	$50	1	20	200	N	Performed rulemaking. Held discussions on fisheries issues.
Medical Advisory Board [29 MRSA §1258 29A MRSA §1258]	E	Advisory	$0	$0	$0	$0	0	0	0	PT	None - did not meet.
Motor Carrier Review Board [29A MRSA §562]	E	General	$0	$0	$100	$0	1	80	500	PT	Reviewed safety records of motor carriers with significant adverse safety records, and made appropriate recommendations to the Secretary of State.
Motor Vehicle Franchise Board [10 MRSA §5951 10 MRSA §1187]	$100	General	$0	$0	$0	$0	0	2,080	0	N	Met to address potential conflicts of interest in a pending case. Held procedural conferences with counsel.
Mountain View Youth Development/Charleston Correctional Facility Board of Visitors [34A MRSA 3001 5 MRSA §12004-I]	E	Advisory	$0	$0	$0	$125	0	30	10	N	Facility support, advisory, recommendations, assisting in graduation exercises, maintaining non profit association Friends of Mountain View.
New England and Eastern Canada Legislative Commission [3 MRSA §231]	E	Inter-governmental	$0	$0	$0	$0	0	0	0	N	None reported.
New England Board of Higher Education [20-A MRSA §11002]	N	Inter-governmental					1				*
New England Interstate Water Pollution Control Commission [38 MRSA §532]	E	Inter-governmental					0				*
Northeast Forest Fire Protection Commission [P&SL 1949 c.75]	E	Inter-governmental	$320	$0	$0	$0	0	32	0	FT	Coordinated forest fire suppression and resource sharing activity oversight.

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Northern New England Passenger Rail Authority [23 MRSA §811]	L	Bonding/ Financing	$4,392	$0	$600	$30,603	0	75	0	FT	None reported.
Nursing Home Administrators Licensing Board [32 MRSA §63A]	$35	Licensing	$5,460	$0	$0	$59,965	0	0	645	N/A	Closed 28 complaints and issued 35 Licenses in 2007, for a total of 342 currently active licenses.
Nutrient Management Review Board [7 MRSA §4203]	E	Environmental Regulation	$208	$0	$0	$0	0	36	20	N	Provided guidance for Nutrient Management Grant and Loan Programs. Advised Department on complex livestock operation issues. Reviewed proposed revisions to nutrient management statute, rules, training materials. Oversaw nutrient management program.
Oil and Solid Fuel Board [32 MRSA §2351]	$35	Licensing	$5,273	$0	$0	$323,398	0	0	5,554	N/A	Closed 41 complaints and issued 526 Licenses in 2007, for a total of 5578 currently active licenses.
Oil Spill Advisory Committee [38 MRSA §551A]	L	Advisory	$0	$0	$0	$0	7	0	0	N	No meeting since December 2004, but the board will become active in 2008.
Optometry Board [32 MRSA §2415]	$35	Licensing	$3,015	$0	$88	$9,727	0	1,470	5	N	Resolved four complaints. Monitored optometry law and rules. Administered board exams. Reviewed budget and made recommendations for expenditures. Responded to questions pertaining to optometric medicine. Initiated a new continuing education course.
Panel of Mediators [26 MRSA §965]	$100	Arbitration	$50,995	$0	$0	$86,954	2	347	1,850	FT	Achieved comprehensive settlements in 85% of cases completed, including settlement of 4 collective bargaining agreements between the Executive Branch and MSEA. Mediated initial collective bargaining agreement for a merging of 2 long-established units.
Parole Board - Department of Corrections [34-A MRSA §5201]	L	General	$370	$0	$0	$0	5	5	0	N	Met with inmates eligible for parole.
Participating Local District Advisory Committee [5MRSA §18802]	N	Advisory					8				*
Penobscot Tribal Reservation Housing Authority [22 MRSA §4733]	N	Advisory	$0	$0	$0	$0	0	23	0	N	Met its responsibilities as directed by federal law. Reported to Penobscot Indian Nation Chief and Tribal Council.
Pharmaceutical Cost Management Council [5MRSA §2031]	N	General	$0	$0	$0	$0	0	0	0	N	The Board did not meet in SFY 2007

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Pleasant Point Passamaquoddy Reservation Housing Authority [22 MRSA §4733]	N	Advisory	$1,500	$0	$0	$0	0	5	0	FT	Selected tenants for apartments. Voted to go for another tax credit project. Set policies and procedures for the Housing Authority.
Plumbers' Examining Board [32 MRSA §3401]	$35	Licensing	$2,264	$0	$0	$310,316	0	0	5,283	N/A	Closed 29 complaints and issued 408 Licenses in 2007, for a total of 4654 currently active licenses.
Policy Review Council [34A MRSA §3002A]	N	Advisory	$0	$0	$0	$0	0	20	6	N	Reviewed school programs at Long Creek and Mountain View Youth Development Centers. Completed initial review of policies and procedures at Long Creek and Mountain View.
Pollution Prevention Advisory Committee [38 MRSA §343D]	E	Advisory	$0	$0	$120	$0	5	0	100	N	Provided feedback and guidance to Office of Innovation. Provided input on draft rules, regulations, and policies.
Professional Engineers Board of Licensure [32 MRSA §1301]	$35	Licensing	$11,350	$1,065	$0	$0	0	2,080	1,040	PT	Updated statute for Construction Exemption. Resolved seven complaints against Licensed Engineers and one unlicensed practice complaint.
Propane and Natural Gas Board [32 MRSA §14803]	$35	Licensing	$1,277	$0	$0	$281,891	3	0	5,242	N/A	Closed 24 complaints and issued 548 Licenses in 2007, for a total of 4634 currently active licenses.
Pull Event Commission [7 MRSA §75A 7MRSA §98]	E	General	$468	$0	$0	$0	0	30	0	N	Monitored animal pulling events in the State, and licensed pulling Superintendents.
Radiological Technology Board of Examiners [32 MRSA §9853]	$35	Licensing	$2,436	$0	$0	$70,075	0	0	728	N/A	Closed 1 complaints and issued 165 Licenses in 2007, for a total of 1846 currently active licenses.
Real Estate Commission [32 MRSA §13062]	$35	Licensing	$4,279	$0	$0	$474,436	0	0	8,986	N/A	Closed 140 complaints and issued 1223 Licenses in 2007, for a total of 7377 currently active licenses.
Right To Know Advisory Committee [1 MRSA §411]	LL	Independent Advisory	$1,013	$0	$0	$0	0	2	0	N	Reviewed Freedom of Access issues and procedures.
River Flow Advisory Commission [37B MRSA §1131]	E	General	$0	$0	$0	$0	0	8	40	N	Reviewed and reported to the public on spring flood potential. Shared information and expert opinion on water resource and flood-related issues. Provided input to MEMA and USGS on operation of the hydrologic monitoring network in the State.
Saco River Corridor Commission [38 MRSA §954]	E	General	$0	$0	$0	$0	6	3	0	PT	Reviewed 135 permits and amendments. Held 2 public hearings. Handled about 50 compliance checks on permitted applications, and visited about 45 sites. Administered a DEP and EPA sanctioned water quality monitoring program.

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Scallop Advisory Board [12 MRSA §6729-B]	E	Advisory	$741	$20	$0	$0	1	15	30	N	Introduced a bill to limit entry into Maine scallop fisheries.
Sea Run Fisheries Board	U	N/A	$0	$0	$0	$0	N/A	0	0	N	Board is new and has never met, hence it has no accomplishments.
Sea Urchin Zone Council [12 MRSA §6749-X]	E	Advisory	$1,778	$0	$0	$0	6	0	0	N	Succeeded with legislation for zone council elections.
Seed Potato Board [7 MRSA §2151]	E	Promotional	$0	$0	$175	$100	0	154	63	N	Oversaw operation of the Porter Farm Nuclear Seed Facility, producing 144558 hundred-weight of seed potatoes. Monitored status of ageing facilities and equipment. Approved purchases of new equipment. Initiated plans for building a new facility.
Sexual Assault Forensic Examiner Program Advisory Board [5 MRSA §3360N]	E	Independent Advisory	$0	$0	$99	$0	0	0	3	N	Made recommendations to the SAFE Program, regarding training and technical assistance for forensic examiners, and to local hospital-based programs.
Small Enterprise Growth Board [10 MRSA §471]	E	Bonding/ Financing	$0	$0	$2,115	$292,615	0	150	48	N	Worked with prospective and existing portfolio companies to provide invaluable advice, resources and support for the Small Enterprise Growth Fund. Administers the funds activities. Heard updates on the portfolio and made investing decisions.
Snowmobile Advisory Council [12 MRSA §1893B]	E	Advisory	$829	$145	$267	$384	0	18	20	N	Reviewed and made recommendations on program income, expenditures and trail grant payouts. Commented on Katadin Region Snowmobile Plan and Snowmobile Groomer Sales Tax bill. Met with ATV Council for consensus updating of definitions in Title 12.
St. Croix International Waterway Commission [38 MRSA §991]	L	Inter-governmental	$1,974	$12,000	$44	$158,318	2	145	30	PT	Began review of ME-NB St.Croix corridor management plan. Delivered major conference on border issues. Managed 52 boundary recreation sites. Conserved 2300 acres. Conducted fisheries and water monitoring for ME/NB. Answered over 1300 inquiries.
State Board of Alcohol and Drug Counselors [32 MRSA §6201]	$35	Licensing	$1,765	$0	$0	$117,756	1	0	936	N/A	Closed 14 complaints and issued 264 Licenses in 2007, for a total of 1036 currently active licenses.
State Board of Arbitration and Conciliation [26 MRSA §931]	$75	Arbitration	$3,992	$0	$0	$46,023	1	174	1,016	N	Resolved all disputes presented to the Board through conciliation or arbitration. Worked with the Legislature, with support from the Board's client community, and achieved an increase in the per diem for Board members from $75 to $150 per day.

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State Board of Certification for Geologists and Soil Scientists [32 MRSA §4907]	$35	Licensing	$960	$0	$0	$45,183	4	0	312	N/A	Closed 1 complaints and issued 3 Licenses in 2007, for a total of 326 currently active licenses.
State Board of Examiners of Psychologists [32 MRSA §3821]	$35	Licensing	$2,637	$0	$0	$102,172	0	0	1,227	N/A	Closed 10 complaints and issued 21 Licenses in 2007, for a total of 649 currently active licenses.
State Board of Funeral Service [32 MRSA §1451]	$35	Licensing	$4,694	$0	$0	$103,290	1	0	3,078	N/A	Closed 10 complaints and issued 71 Licenses in 2007, for a total of 709 currently active licenses.
State Board of Property Tax Review [36 MRSA §271]	$75	Arbitration	$5,473	$0	$493	$0	2	1,000	0	N	Adjudicates tax abatement appeals denied by local/municipal tax assessing authorities.
State Board of Social Worker Licensure [32 MRSA §7026]	$35	Licensing	$5,046	$0	$0	$245,855	0	0	3,848	N/A	Closed 36 complaints and issued 510 Licenses in 2007, for a total of 5519 currently active licenses.
State Board of Veterinary Medicine [32 MRSA §4854]	$35	Licensing	$3,496	$0	$0	$77,903	0	0	520	N/A	Closed 27 complaints and issued 60 Licenses in 2007, for a total of 1144 currently active licenses.
State Claims Commission [23 MRSA §152]	$150	Arbitration	$5,147	$0	$0	$0	3	1,750	0	N	Adjudicated eminent domain claims between property owners and Maine Department of Transportation.
State Compensation Commission [3 MRSA §2-B]	L	General	$0	$0	$0	$0	0	0	0	N	None reported.
State Court Library Committee [4 MRSA §191]	E	General	$0	$0	$0	$0	4	30	20	N	Worked toward purchasing new computers for all county law libraries.
State Emergency Response Commission [37B MRSA §792]	N	General	$1,574	$0	$410	$3,270	0	1,800	2,456	N	Reviewed the performance of 1,500 facilities who submit chemical reports and 16 Local Emergency Planning Committees who develop regional response plans. Developed and approved training competencies for 22 state funded hazardous material response teams.
State Employee Health Commission [5 MRSA §285A]	E	Bonding/ Financing	$8,862	$0	$0	$0	0	66	0	FT	Designed State employee health plan.
State House and Capitol Park Commission [3 MRSA §901A]	E	Advisory	$0	$0	$0	$0	7	1	0	N	None reported.

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State Liquor & Lottery Commission, SOS tracking #364 [5 MRSA §283A]	L	General	$6,315	$0	$240	$0	0	80	96	N	Approved new instant or online lottery games. Licensed lottery games. Approved online lottery machines in agent stores. Approved new distilled spirit products. Approved quarterly adjustments to pricing of distilled spirits.
State Poet Laureate Advisory Selection Committee [27 MRSA §421]	N	Advisory	$0	$0	$0	$0	0	0	0	FT	Did not meet in 2007.
Statewide Homeless Council [30-A MRSA §5046]	N	Interagency	$300	$100	$150	$0	0	960	120	N	Proposed shelter funding methodology to Maine Housing. Developed minimum shelter standards. Drafted revision of Maine's Plan to End and Prevent Homelessness. Worked on issues of discharge of individuals to homeless shelters and homeless veterans.
Subcommittee on Dental Hygienist Submissions [32 MRSA 1079]	U	N/A	$1,254	$0	$0	$0	1	80	0	N	Oversaw the Public Health Supervision program; acted as a liaison between the hygiene and dental communities; conducted interviews with applicants for dental hygiene licensure in this State; and renewal of licensure and licensure reinstatements.
Subcommittee on Denturist Discipline [32 MRSA 1078]	U	N/A	$200	$0	$0	$0	3	8	0	N	Complete initial review of all complaints that have been initiated against licensed denturists in the State of Maine. Then recommend a disposition of the complaint to the Board of Dental Examiners.
Submerged Lands Advisory Board [12 MRSA §1864]	N	Advisory	$0	$0	$8	$0	4	8	5	N	Advised the submerged lands program staff on current project and policy issues, agency report to Legislature, draft rules, and legislation.
Substance Abuse Services Commission [5 MRSA §20065]	E	General	$3,973	$0	$990	$158	7	74	45	N	Worked on planning criteria (6 steps) for substance abuse, model school policy, Office of Substance Abuse's position in State government, Substance Abuse Cost Report, and the Maine Youth Drug and Alcohol Use Survey Lobster Book.
Technical Center Coordinating Board [5 MRSA §15321]	N	General	$0	$0	$0	$0	0	8	15	N	Submit proposals for continued funding of science and technology incubator companies. Finalized memo of understanding with the Small Business Development Center.
Temporary Assistance for Needy Families Advisory Council [22 MRSA §3789D]	N	Advisory					0				Did not respond to OPEGA survey request.

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Tobacco Prevention and Control Advisory Council [22 MRSA §272]	L	Advisory	$0	$0	$0	$0	1	0	0	N	Did not meet in 2007.
Trauma Prevention & Control Advisory Committee [32 MRSA §87-A]	N	Advisory	$0	$0	$500	$2,000	0	80	0	N	Worked on trauma system coordination and quality improvement. Made technical assistance team visits to rural hospitals.
Travel Information Advisory Council [23 MRSA §1904]	$25	Advisory	$102,200	$0	$0	$0	3	17	1	N	Reviewed and gave consultation on signage and tourism programs for the State of Maine (i.e. 211 program, 511 program, Logo signs).
Truancy, Dropout and Alternative Education Committee [20A MRSA §5152]	E	Advisory	$350	$150	$172	$237	2	69	8	N	Conducted Dropout Prevention summer Institute, Advised Education Commissioner on impact of legislation on population committee addresses, prepared recognition ceremony.
Unemployment Insurance Commission [26 MRSA §1081]	U	N/A	$316,502	$60,111	$0	$231,138	0	2,080	0	N	Conducts adjudicatory hearings to ensure employees and employers their rights to a fair hearing: primarily disputed benefits appeals. Considers requests for waivers of overpayments, tax offset and employer liability appeals. Entirely federally funded.
University of Maine Board of Agriculture [7MRSA §125]	L	General	$966	$0	$921	$0	0	40	16	PT	Advise the Chancellor of the University of ME System and the President of the University of ME regarding agricultural research by several programs. An Annual Report is submitted to the legislature.
Victims' Compensation Board [5 MRSA §3360A]	L	Independent Advisory	$2,103	$0	$0	$0	0	0	0	FT	Board decisions resulted in payments to or for victims of violent crime totaling $530,642.57. All work of the program culminates in Board decision making on claims.
Wells National Estuarine Research Reserve Management Authority [S1989 MRSA §108]	U	N/A					0				*
Whitewater Safety Committee [12 MRSA §7367 12 MRSA § 12910]	$25	Advisory	$195	$0	$0	$0	6	10	0	PT	Reviewed reportable commercial rafting accident forms for patterns. Reviewed safety complaints, equipment, river hazards, launch sites and commercial take-outs.
Wild Blueberry Advisory Committee [36 MRSA §4312]	E	Promotional	$56	$50	$250	$0	0	20	0	N	Advised the University of Maine of System on plan of work and budget for research and extension for the production and use of Wild Blueberries. Twenty three projects recommended and funded in 2007.

* indicates a board that OPEGA did not require to complete a survey because it was outside of State government or otherwise did not seem to fit the scope of the study.

Key for Stat Comp field:	$ amount indicates actual per meeting rate + expenses *Note: Current Legislative per diem is $55/day*	A = Annual stipend is set in statute L = Legislative per diem + expenses	E = Only expenses authorized LL = Legislative per diem + expenses for specific members only	U = unspecified in 5MRSA Ch379

Name & Statute	Stat Comp	Stat Class	Member Costs	Facility Costs	Refreshment costs	Other costs	Expired Terms	Clerk Hours	Other Hours	Exec Dir	Accomplishments
Wild Blueberry Commission of Maine [36 MRSA §4312C]	E	Promotional	$49	$20	$165	$37	0	64	0	FT	Promotion that aided in the doubling of price to Wild Blueberry (WBB) growers and processors. $185,000 USDA grant obtained for WBB research and education. Federal Farm Bill input to Congress. Educated law enforcement on WBB theft problem.
Workers' Compensation Board [39-A MRSA §151]	$100	General	$22,000	$0	$340	$0	6	20	3,000	FT	Administered Title 39-A Workers' Compensation Act.

* indicates a board that OPEGA did not require to complete a survey because it was outside of State government or otherwise did not seem to fit the scope of the study.

Key for Stat Comp field:	$ amount indicates actual per meeting rate + expenses *Note: Current Legislative per diem is $55/day*	A = Annual stipend is set in statute L = Legislative per diem + expenses	E = Only expenses authorized LL = Legislative per diem + expenses for specific members only	U = unspecified in 5MRSA Ch379

MATTHEW DUNLAP
SECRETARY OF STATE

STATE OF MAINE

OFFICE
OF THE
SECRETARY OF STATE

February 20, 2008

Government Oversight Committee
Sen. Elizabeth H. Mitchell, Senate Chair
Rep. Marilyn E. Canavan, House Chair
82 State House Station
Augusta, ME 04333-0082

Office of Program Evaluation & Government Accountability
Beth Ashcroft, CIA, Director
82 State House Station
Augusta, ME 04333-0082

Re: Comments to Final Report entitled "State Boards, Committees, Commissions and Council – Opportunities May Exist to Improve the State's Fiscal Position and Increase Efficiency Report No. SR-SBC-07

Dear Senator Mitchell, Representative Canavan, and OPEGA Director Ashcroft,

As the official in Maine statute responsible for collecting, maintaining and reporting information on the Title 5, chapter 379 boards, committees, commissions and council (hereafter referred to as boards), I feel it is appropriate and necessary to provide official comment to this report.

This report by OPEGA addresses many concerns about boards that have caused much consternation for my staff over the years. Our office has tried to deal with some of these issues by suggesting amendments to Title 5, chapter 379 to the Joint Standing Committee on State and Local Government as well as working with the Office of the Revisor of the Statutes on board creation standards.

As way of background for you, over the last 3 years, our office has spent significant time making improvements to the database that stores the information on Title 5, chapter 379 boards as well as numerous other boards created outside this chapter. The database is now accessible in "real time" to the primary users of its data – the Office of the Governor, Legislative leadership, and the Office of Licensing and Regulation in the Department of Professional and Financial Regulation.

As well as improving the technology and accessibility of the storage device for boards, our office worked closely with the primary users to improve the data stored in the database. Some data, not the membership data itself, was not in sync with the membership requirements outlined in statute for boards. Our office may not have been aware of changes to the primary law governing the board outside of Title 5, chapter 379.

These initiatives over the last 3 years also include an online system to support the reporting requirements of 5 MRSA §12005-A by boards. The online system has increased the efficiency of collecting and reporting this information for the boards and our office.

Focusing on the OPEGA report, I provide the following comments:

Section: **Executive Summary – Summary**

Comment: OPEGA should note that in addition to boards with many expired seats, there are many boards with many vacant seats as well. OPEGA may have lumped seats with expired terms with vacancies, but our office feels it is different.

Many of the seats with expired terms, either newly expired or expired for a longer period of time, still may have persons serving in those seats. 5 MRSA §3 states that civil officers, (persons required to take an oath of office), including board members, continue to serve until a successor is appointed and qualified (oath of office taken). Therefore, many board members continue to serve without reappointment.

As of the date of this response, there are over 400 vacant seats on Title 5, chapter 379 boards.

Section: **Executive Summary – Recommendations and Fiscal Opportunities, Recommendations (Item B)**

Comment: Our office would strongly recommend looking at the current list of boards included in Title 5, chapter 379. Each Legislative session, our office monitors a number of bills to create boards. Some boards are included in Title 5, chapter 379 and some are not. Why is this an issue for our office? Well, many of these boards created outside have gubernatorial and/or Legislative leadership appointments. Our office has the common tool to track membership; however, since the boards are not created in Title 5, chapter 379, our office has no statutory obligation to track these entities in our database. By default for "permanent" boards, our office has established a protocol for tracking non-Title 5, chapter 379 boards.

Our office would support OPEGA's recommendation that all boards, not quasi State Agencies, be included in Title 5, chapter 379. For example, the Maine Turnpike Authority is part of Title 5, chapter 379; however, the Public Utilities Commission is not. Why?

Section: **Executive Summary – Recommendations and Fiscal Opportunities, Recommendations (Item C)**

Comment: The requirement of Title 5, chapter 379 boards to report only per diem and expenses reimbursed to members does not adequately provide a full disclosure of monies spent on boards.

The SOS would support expanding the reporting to include all costs associated with the boards' activities. In addition, we would support legislation that would not necessarily

tie the expense to a particular meeting because board members are eligible for reimbursement for a variety of reasons under 5 MRSA §§ 12002-A and 12002-B.

Section: **Executive Summary – Recommendations and Fiscal Opportunities, Recommendations (Item D)**

Comment: In addition to implementing sunrise and sunset provisions, our office would recommend creating other standards for board creation. Our office has looked at legislation in the past and provided testimony to Legislative committees to identify deficiencies in the enabling legislation. The following are key elements that should be part of Title 5, chapter 379 and/or legislation creating for new boards:

1. Name of board
2. Type of board – advisory or non-advisory
3. Section of Title 5, chapter 379 as well as primary statutory reference
4. Sunset review date
5. Additional responsibilities/duties defined within Title 5, chapter 379
    a. Clerk of the Board – within 30 days after enactment of law creating the board, SOS notified of appointment of clerk
    b. Record keeping provisions in Title 5, Sections 12013 and 12014
    c. Reporting functions to the SOS
6. Members
    a. Appointing authority
        i. If other than the Governor or Legislative leadership, some language stating that the SOS must be notified of the appointment and allow the SOS to manage notification to the appointee with appropriate paperwork as applicable
        ii. When appointment is done, communication to SOS with specifics on term (if less than full term) and what criteria the appointee is filling (representative of small business, for example)
        iii. Review by Legislature
            1. Does appointment need to be confirmed by Legislature
            2. Does appointment have to be reviewed by Legislative committee
    b. Officials or designee serving because of position within State Government or quasi-State entities – communication to the SOS on who is serving if a designee is serving. Now our office only gets such information from the clerk and not in a timely way.
        i. If statute allows for a designee and the board is non-advisory, the issue of an oath by the designee is an issue. If the official who is allowed to designate does not do permanent designation (e.g. only designates someone in his or her place for a specific meeting), then a bigger issue arises.
    c. Define qualifications of persons to become members
        i. Is residency a requirement
        ii. Is citizenship a requirement

1. For non-advisory boards, non-US citizen appointee cannot take the constitutional oath of office

d. Length of term
   i. Limitation on the number of terms
   ii. If a term limit imposed, what is considered a term – full or partial

e. Terms staggered
   i. Define how staggering is accomplished
      1. X for 1 year, X for 2 years etc.
      2. How to select which appointees get a specific staggered term

f. Vacancy – how is the vacancy filled upon vacancy
   i. Requirement of Clerk to notify appointing authority and SOS with actual notice of resignation by member at the time of resignation

7. Compensation of the members

These recommendations, although not an inclusive list of issues, come from years of frustration for our office in dealing with the appointments and tracking of membership.

Section: **Full Report – Membership of Boards and Commissions**

Comment: As our office noted above, a lack of standardized elements in Title 5, chapter 379 and the enabling legislation of boards has caused difficulties for our office in its duties under Title 5, chapter 379. Our office believes that added standardization will correct many issues in appointment to and tracking membership for boards.

For appointing authorities for non-advisory boards, the reliance on 5 MRSA §3 (person serves until a successor is appointed and qualified) may be an issue. If there is no incentive (or penalty) for timely appointments or re-appointment, then persons will continue to serve in perpetuity. Some boards have term limits, but again, the reliance on 5 MRSA §3 make this a murky area. Even though a member may not be allowed to serve more than 2 terms, is the member able to serve until a successor is appointed or qualified?

Term limits are another issue. Generally, a term is not defined, therefore, difficult to assess who has reached the maximum term.

Currently under review by our office in conjunction with the Office of the Attorney General is the issue of a member who is the "Commissioner of X or the Commissioner's designee. Our office noted this above under key elements for standardization needs. For advisory boards, this is not an issue. However, for non-advisory boards the issue of an oath for a Commissioner's designee may be needed if the seat holder on the board is a voting member. Because a Commissioner has already taken an oath of office, it has been the past practice not to require another oath to serve on the board. However, in the case of a designee who has not taken any other oath, one should be required.

To further complicate the issue, and where the AG's office is reviewing the issue, if the Commissioner is allowed to designate someone, but only does it for a specific meeting, does the person "filling in" for the Commissioner have the right to vote?

We believe this issue needs to be clarified legislatively as does the term limit issue.

Section: **Full Report – Staffing of Boards and Commissions**

Comment: As our office noted above, a lack of standardized elements in Title 5, chapter 379 may also impact the staffing of boards, generally. When a board is created, a clerk must be named. As noted above, our office does not generally get information about who the clerk might be, rather, must go and hunt down the agency that may be responsible for the board to find the clerk.

In dealing with board clerks, our office can attest to the lack of understanding of the entire board process from appointment to annual reporting, and everything in between. Our office deals with board clerks, primarily, during the annual reporting period in December of each year. Board clerks, generally, who have dealt with board reporting each year, have no real issues; however, new board clerks struggle.

Our office believes that most board clerks are not aware of 5 MRSA §§ 12013 and 12014, Finances (keeping financial records) and Powers and Duties (keeping minutes). Education of board clerks may be the answer, but who should be responsible for such education is not apparent to our office.

As noted above, for those boards that do not have gubernatorial or Legislative leadership appointments, our office struggles to get the board clerks to keep our records up to date on membership issues.

Section: **Full Report – Funding Sources for Boards and Commissions**

Comment: As OPEGA noted in their report, funding sources are varied. A board created in Title 5, chapter 379 is required to report activities and reimbursement to board members. Our office does not collect funding source since 5 MRSA §12005-A does require this information. To anyone looking at the report required to be compiled by our office under 5 MRSA §12009, sub-§2, it might appear the entire cost of funding boards is through the General Fund; when clearly this is not the case. Our report is misleading to the random viewer.

Our office recommends that either non-General fund boards need not report or the reporting requirements need to include the source of the funding and reported to our office.

Section: **Full Report – Summary**

Comment: As we noted in our comment to the Executive Summary, reviewing board membership without including the number of vacancies on these boards is misleading. When you include the vacancies, divided among the active Title 5, chapter 379 boards, that averages

to 1½ vacancies per board. Although that may not appear to be a high number, when you look at it overall, it has to impact the proper functionality of boards.

As OPEGA noted in their report, there may be some opportunities to streamline State government by freeing up time spent on collecting, maintaining and reporting data required by and for Title 5, chapter 379 boards. As we noted above, our office has made significant improvements to our database to facilitate efficiencies, mostly for our office, but for everyone who is a stakeholder in the process. Reports that our office is required to prepare often took a week or more to prepare; now take moments. Board clerks who spent hours collecting and updating a paper reporting form, often with incorrect board membership information provided to our office, now have a one stop application to update and maintain this information. Appointing authorities now have multiple reports available to them to analyze vacancies or appointment needs for any board at any time.

Technology has played a key role, but also, having more deliberate contact with board clerks and support staff of appointing authorities by our office has helped in assuring data is accurate.

Section: **Full Report – Recommendations**

Comment: As OPEGA noted in their report, our office expressed multiple concerns about the effectiveness of Title 5, chapter 379. We have noted throughout our comments that this "master list" created in 1984, does not comprehensively include all boards. As of this date, there are 37 boards in our database that are not part of the Title 5, chapter 379 master list.

Our office has found that drafters of legislation were not aware of this master list. Our office approached the Office of the Revisor of the Statute on this issue and we discussed working to develop a protocol about board legislation, but ultimately, it is a policy decision of the Legislature to decide which boards are in the master list and which are not. If the original intent of the 1984 Legislation was the standard, clearly, the mark has not been hit. As we noted above, our office believes a comprehensive study of the boards in and out of the master list needs to occur.

Section: **Full Report – Recommendations – Item C**

Comment: As OPEGA noted in their report, all expenses incurred by the board should be reported to our office. Our office supports that recommendation.

Currently, 5 MRSA §12006, sub-§2 requires that our office submit legislation to the joint standing committee of the Legislature having jurisdiction over state government matters on or before January 15th in the first regular session of each biennium to repeal those boards that have not reported on their activities to our office during either of the prior 2 calendar years or have been inactive during the preceding 24 months. This standard to add a board to repeal legislation is an objective process.

In OPEGA's report, they suggest "whether other information related to effectiveness or value should be reported so the Secretary of State can better assess whether a board

should be recommended for elimination." Our office would feel uncomfortable with this subjective responsibility. In reviewing Appendix D, Inventory of Boards, Commissions, Committees, and Councils, specifically, the Accomplishment column, the line to determine effectiveness or value is murky at best. Our office would need to know the precise legislative intent of every board in order to even begin to be able to determine if the board accomplished its legislative intent for the reporting period.

Overall, our office concurs with the analysis and recommendations conducted by OPEGA. However, as noted throughout our comments to the report, we believe additional work is necessary to improve the board creation process and to streamline the maintenance and tracking of membership and other board information.

Thank you for the opportunity to provide written comments to this report. If you have questions or need additional information, please contact my office or Timothy Poulin at the Bureau of Corporations, Elections and Commissions.

Sincerely,

Matthew Dunlap
Secretary of State

cc: Timothy Poulin, Director, Division of Corporations, UCC and Commissions