



STATE OF MAINE  
OFFICE  
OF THE  
SECRETARY OF STATE

**TESTIMONY OF  
SHENNA BELLOWS, SECRETARY OF STATE  
DEPARTMENT OF THE SECRETARY OF STATE**

Before the Joint Standing Committees on Appropriations and Financial Affairs  
and State and Local Government

Wednesday, March 3, 2021

**L.D.221, An Act Making Unified Appropriations and Allocations for the Expenditures of State Government, General Fund and Other Funds and Changing Certain Provisions of the Law Necessary to the Proper Operations of State Government for the Fiscal Years Ending June 30, 2021, June 30, 2022 and June 30, 2023**

Senator Breen and Senator Baldacci, Representative Pierce and Representative Matlack and distinguished members of the Joint Standing Committees on Committee on Appropriations and Financial Affairs and State and Local Government, my name is Shenna Bellows and I am the Secretary of State. I am here today to present testimony in support of those items presented in the 2022-2023 Biennial Budget for the Department of the Secretary of State.

Department information begins on page **A-467** of the **Budget Document**.

**Administration - Archives 0050**

On page A-468, there are 3 General Fund initiatives:

1. Initiative: Reduces funding for in-state and out-of-state travel, employee training and state vehicle operations to maintain costs within available resources. The All Other reduction is **\$10,000 in FY 2021-22** and **\$10,000 in FY 2022-23**.

Staff will reduce in-state mileage costs by utilizing teleconferencing, web training and minimizing travel as much as possible and out of state travel to professional organizations will be reduced. Training for employees will be granted "only as required" to perform their job duties. Vehicle repairs and maintenance will be done in a cost-efficient manner.

2. Initiative: Reduces funding for contracted services by reducing the number of workers. The All Other reduction is **\$148,323 in FY 2021-22** and **\$150,647 in FY 2022-23**.

Reduce the number of contracted workers as the projects become completed.

3. Initiative: Provides funding for the approved reorganization of one Inventory and Property Associate I position to an Inventory and Property Associate II position. The Personal Services request is **\$4,729 in FY 2021-22 and \$4,728 in FY 2022-23.**

This management-initiated reorganization from Inventory and Property Associate I, range 11 to an Inventory and Property Associate II, range 14 was approved by the Bureau of Human Resources on August 23, 2019.

### **Bureau of Administrative Services and Corporations 0692**

On page A-471, there is one Other Special Revenue initiative and 2 General Fund initiatives:

1. Initiative: Provides funding for one contract worker. The All Other request is **\$120,456 in FY 2021-22 and \$120,456 in FY 2022-23.**

Provides funding for a contracted worker to continue work on completing the coding, testing and implementation of the Corporations application for the Bureau of Corporations, Elections and Commissions.

2. Initiative: Provides funding for the approved reclassification of one Public Service Manager II position from range 30 to range 31 and related All Other costs. The approved range change has an effective date of May 30, 2019. The Personal Services request is **\$867 in FY 2021-22 and \$286 in FY 2022-23.**

This employee-initiated reclassification of one Public Service Manager II (Human Resources Director) position to a Public Service Manager II (Human Resources Director) position was approved by the Bureau of Human Resources on August 20, 2020. The effective date of this reclassification is May 30, 2019.

3. Initiative: Provides funding for the approved reorganization of one Senior Programmer Analyst position to an Agency Application Architect position. The Personal Services request is **\$7,328 in FY 2021-22 and \$7,326 in FY 2022-23.**

This management-initiated reorganization from Senior Programmer Analyst, range 27 to an Agency Application Architect, range 29 was approved by the Bureau of Human Resources on August 22, 2019.

This concludes my testimony on the items included in the Governor's proposed 2022-2023 Biennial budget.

I would be happy to answer questions now or at the work session.