

State of Rhode Island and Providence Plantations

# Budget



## Fiscal Year 2016

Volume I – General Government and Quasi-Public Agencies

Gina M. Raimondo, Governor

# **General Government and Quasi-Public Agencies**



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# Budget

## General Government Function Expenditures

	FY 2013 Actuals	FY 2014 Actuals	FY 2015 Enacted	FY 2015 Recommended	FY 2016 Recommended
<b>Expenditure by Object</b>					
Personnel	249,563,946	285,876,849	265,072,629	311,316,770	275,640,714
Operating Supplies and Expenses	325,636,459	386,986,494	406,494,585	395,291,429	362,566,428
Aid To Local Units Of Government	67,787,220	72,244,714	78,255,616	78,483,672	74,758,246
Assistance, Grants and Benefits	590,416,618	461,922,931	461,777,635	442,035,200	418,259,195
<b>Subtotal: Operating Expenditures</b>	<b>\$1,233,404,243</b>	<b>\$1,207,030,988</b>	<b>\$1,211,600,465</b>	<b>\$1,227,127,071</b>	<b>\$1,131,224,583</b>
Capital Purchases and Equipment	20,891,773	22,383,528	42,278,306	48,232,735	46,819,738
Debt Service	172,474,460	163,794,061	224,162,055	196,594,238	148,982,732
Operating Transfers	69,742,765	63,639,012	35,405,183	39,883,589	66,939,557
<b>Total Expenditures</b>	<b>\$1,496,513,241</b>	<b>\$1,456,847,589</b>	<b>\$1,513,446,009</b>	<b>\$1,511,837,633</b>	<b>\$1,393,966,610</b>
<b>Expenditures by Funds</b>					
General Revenue	426,503,426	427,857,942	452,985,547	437,945,262	418,813,194
Federal Funds	207,665,390	151,426,568	102,131,619	149,240,901	97,903,678
Restricted Receipts	94,636,491	98,945,581	126,089,097	130,787,716	103,982,701
Other Funds	767,707,934	778,617,498	832,239,746	793,863,754	773,267,037
<b>Total Expenditures</b>	<b>\$1,496,513,241</b>	<b>\$1,456,847,589</b>	<b>\$1,513,446,009</b>	<b>\$1,511,837,633</b>	<b>\$1,393,966,610</b>
<b>FTE Authorization</b>	<b>2,283.3</b>	<b>2,294.1</b>	<b>2,298.7</b>	<b>2,307.7</b>	<b>2,331.8</b>



# Agency

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## Department Of Administration

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### Agency Mission

To manage the State's financial, human, and other resources in support of other state agencies carrying out their responsibilities to provide the citizens of the State of Rhode Island with the most responsive and cost effective services possible.

To oversee the provision of statewide supportive services to all departments and agencies in conformance with legislative and policy mandates.

To ensure that programs of the Department are efficiently organized and implemented.

### Agency Description

The Department of Administration provides supportive services to all Rhode Island departments and agencies for effective coordination and direction of state programs within the framework of a changing administrative and fiscal environment. The department also provides policy direction for executive leadership in a variety of financial and administrative matters. It is responsible for the statewide implementation of policy decisions and delivery of services administered and supported by the state.

The Department, headed by the Director of Administration, includes the programmatic functions of Central Management, Legal Services, Accounts and Control, Management and Budget, Purchasing, Auditing, Human Resources, Personnel Appeal Board, Facilities Management, Capital Projects and Property Management, Information Technology, Library and Information Services, Planning, General Appropriations, Debt Service Payments, Energy Resources, Construction Permitting, Approvals, and Licensing (CPAL), HealthSource RI (RI Health Benefits Exchange) and various Internal Services Programs.

### Statutory History

The Department of Administration was created in 1951 to consolidate central finance, purchasing and management functions of state government. R.I.G.L. 42-11 establishes and provides for the organization and functions of the Department of Administration.

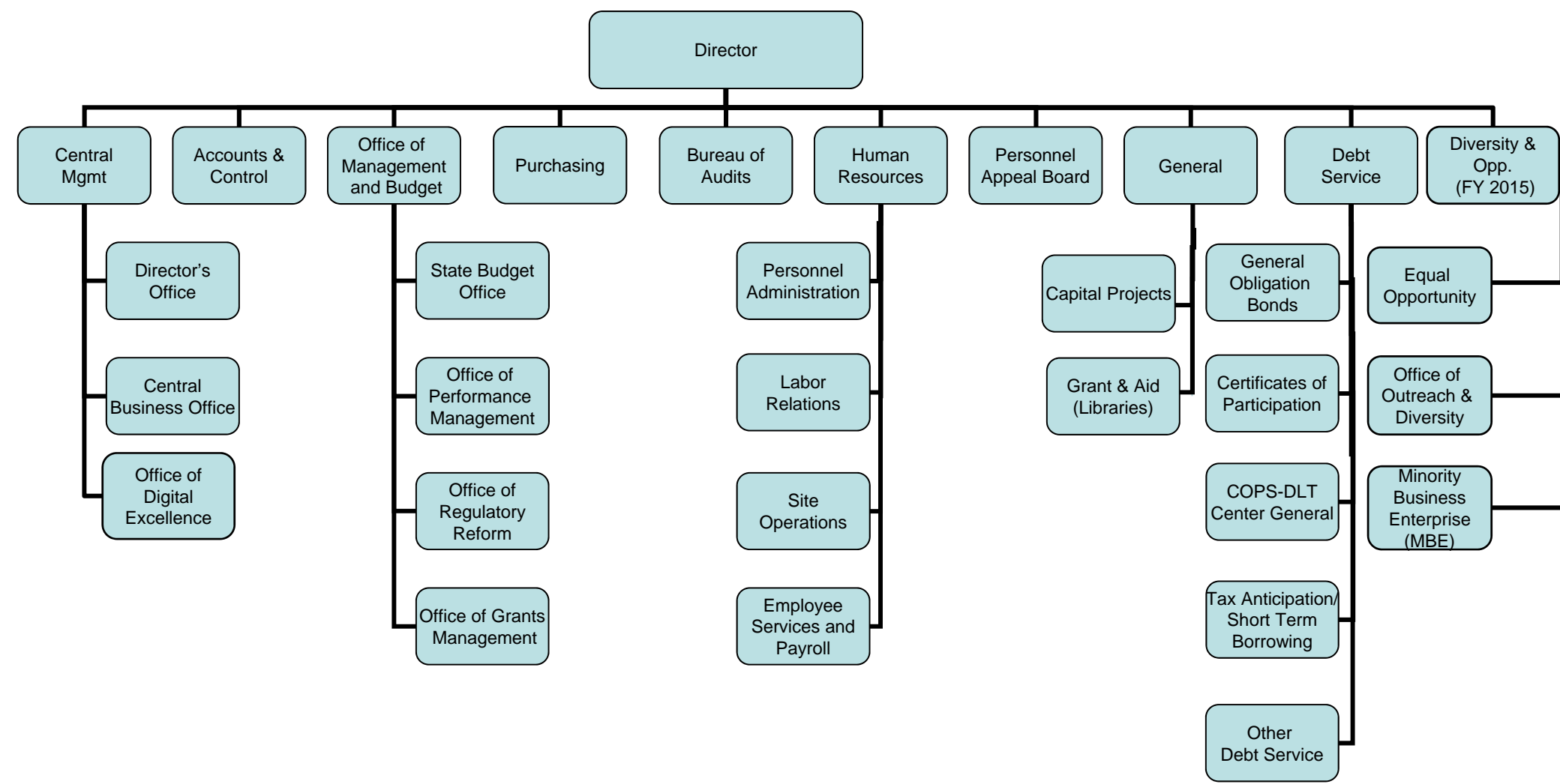
# Budget

## Department Of Administration

	FY 2013 Audited	FY 2014 Audited	FY 2015 Enacted	FY 2015 Revised	FY 2016 Recommend
<b>Expenditures By Program</b>					
Central Management	2,262,503	2,608,697	2,502,964	3,241,411	3,790,943
Accounts and Control	3,653,684	3,733,014	3,973,748	3,826,318	4,080,143
Office of Management and Budget	3,068,932	3,536,842	4,079,510	4,250,688	4,038,196
Purchasing	2,804,754	3,081,730	2,979,452	2,897,538	3,085,408
Auditing	1,117,015	1,336,731	1,434,565	1,391,916	1,476,262
Human Resources	10,630,230	10,439,178	10,606,059	10,122,167	10,371,075
Personnel Appeal Board	69,722	68,511	75,216	119,071	119,874
General	42,815,420	49,615,756	60,490,846	56,351,623	52,486,353
Debt Service Payments	195,042,441	189,421,726	219,262,055	194,394,238	149,082,732
Salary/Benefit Adjustments	-	-	(8,285,691)	-	-
Legal Services	2,028,387	2,389,419	2,039,872	2,143,176	2,166,696
Facilities Management	33,671,104	36,351,383	35,730,262	38,083,786	37,681,225
Capital Projects and Property Management	1,213,517	1,324,739	1,252,875	1,268,795	4,204,980
Information Technology	31,113,520	31,751,696	33,809,293	42,380,480	38,286,855
Library and Information Services	1,989,098	2,112,021	2,066,684	2,136,544	2,118,428
Planning	16,462,018	14,477,628	20,891,914	28,027,643	5,644,655
Personnel and Operational Reforms	635,708	-	-	-	(25,325,000)
Energy Resources	3,971,692	10,279,806	5,740,201	10,839,223	10,601,458
Construction Permitting, Approvals and Licensing	2,521,818	2,618,051	2,823,428	2,772,832	3,024,913
Rhode Island Health Benefits Exchange (HealthSource RI)	21,811,292	47,348,145	23,433,222	52,502,050	30,926,620
The Office of Diversity, Equity and Opportunity	-	-	859,481	974,210	1,190,135
<i>Internal Services</i>	<i>[339,127,088]</i>	<i>[349,619,168]</i>	<i>[388,863,701]</i>	<i>[392,692,379]</i>	<i>[395,982,557]</i>
<b>Total Expenditures</b>	<b>\$376,882,855</b>	<b>\$412,495,073</b>	<b>\$425,765,956</b>	<b>\$457,723,709</b>	<b>\$339,051,951</b>
<b>Expenditures By Object</b>					
Personnel	92,441,573	121,939,962	91,890,156	129,964,964	90,022,961
Operating Supplies and Expenses	33,821,968	38,804,414	34,078,453	35,202,841	32,159,448
Assistance and Grants	19,936,659	23,747,192	26,720,782	38,584,190	15,334,267
Aid to Local Units of Government	10,538,868	10,545,470	11,104,987	11,104,987	11,436,698
<b>Subtotal: Operating Expenditures</b>	<b>156,739,068</b>	<b>195,037,038</b>	<b>163,794,378</b>	<b>214,856,982</b>	<b>148,953,374</b>
Capital Purchases and Equipment	16,523,206	20,959,293	36,139,009	41,059,874	41,115,845
Debt Service (Fixed Charges)	166,445,036	160,770,045	219,162,055	194,294,238	148,982,732
Operating Transfers	37,175,545	35,728,697	6,670,514	7,512,615	-
<b>Total Expenditures</b>	<b>\$376,882,855</b>	<b>\$412,495,073</b>	<b>\$425,765,956</b>	<b>\$457,723,709</b>	<b>\$339,051,951</b>
<b>Expenditures By Funds</b>					
General Revenue	260,904,556	259,268,901	268,843,237	250,382,004	173,930,982
Federal Funds	48,041,755	72,702,362	51,493,455	89,252,942	43,302,629
Restricted Receipts	7,165,104	15,899,348	36,398,746	31,970,438	29,795,027
Operating Transfers from Other Funds	53,562,499	56,809,875	63,063,317	77,947,209	83,373,613
Other Funds	7,208,941	7,814,587	5,967,201	8,171,116	8,649,700
<b>Total Expenditures</b>	<b>\$376,882,855</b>	<b>\$412,495,073</b>	<b>\$425,765,956</b>	<b>\$457,723,709</b>	<b>\$339,051,951</b>
<b>FTE Authorization</b>	<b>712.1</b>	<b>720.7</b>	<b>710.7</b>	<b>710.7</b>	<b>710.7</b>

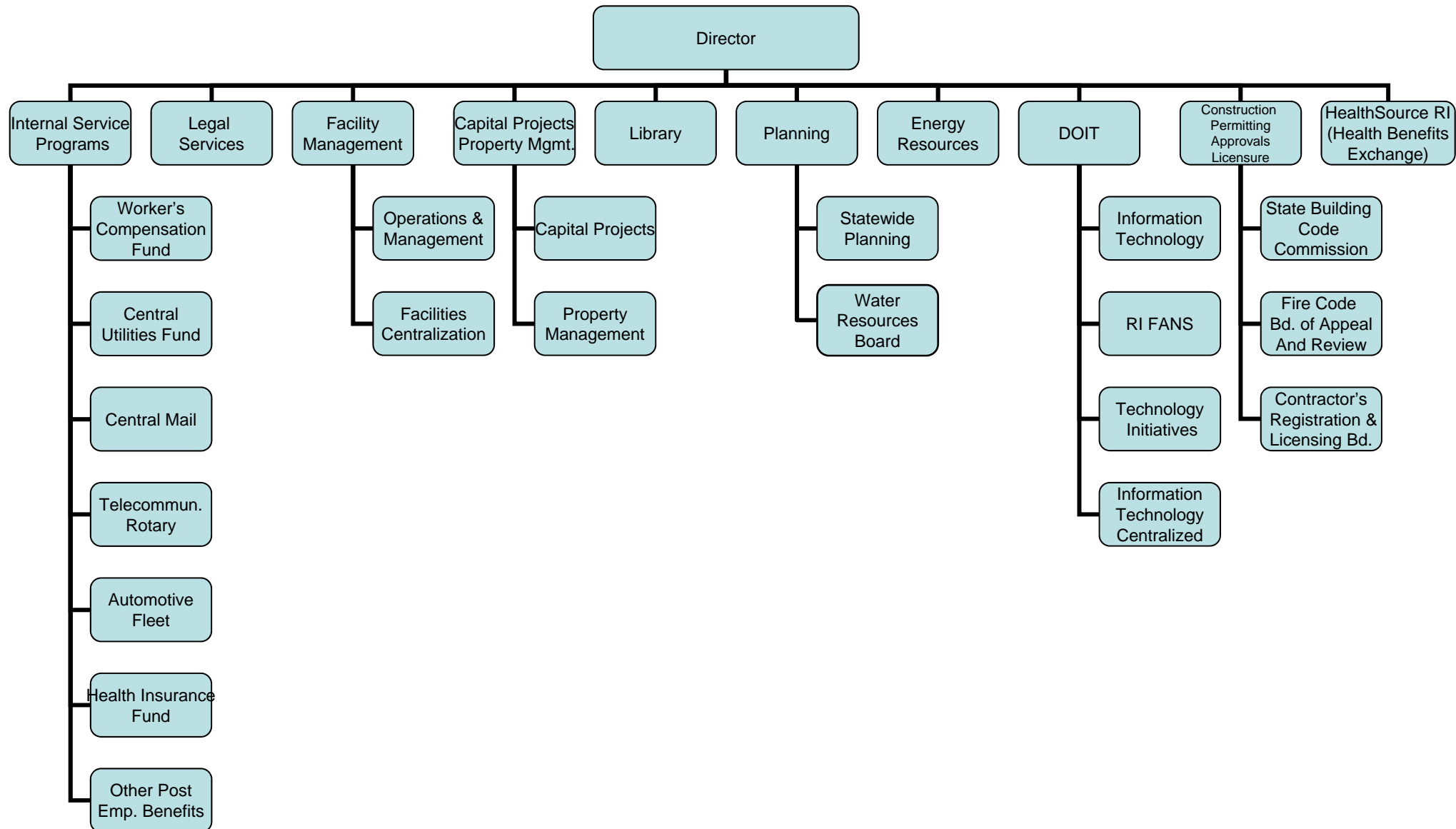
# The Agency

## Department of Administration



# The Agency

## Department of Administration, Continued



# Personnel

## Department Of Administration Agency Summary

	Grade	FY 2015		FY 2016	
		FTE	Cost	FTE	Cost
Classified		700.1	49,368,016	699.1	36,663,496
Unclassified		18.6	1,854,647	21.0	2,219,372
<b>Subtotal</b>		<b>718.7</b>	<b>\$51,222,663</b>	<b>720.1</b>	<b>\$38,882,868</b>
Cost Allocation from Other Programs		-	582,831	-	1,160,687
Cost Allocation to Other Programs		-	(\$582,831)	-	(\$1,160,687)
Interdepartmental Transfer		-	634,332	-	751,261
Overtime		-	787,792	-	783,539
Reconcile to FTE Authorization		(8.0)	-	(9.4)	-
Temporary and Seasonal		-	62,017	-	57,903
Turnover		-	(\$4,852,798)	-	(\$2,883,399)
<b>Subtotal</b>		<b>(8.0)</b>	<b>(\$3,368,657)</b>	<b>(9.4)</b>	<b>(\$1,290,696)</b>
<b>Total Salaries</b>		<b>710.7</b>	<b>\$47,854,006</b>	<b>710.7</b>	<b>\$37,592,172</b>
<b>Benefits</b>					
Payroll Accrual			272,719		208,483
Retiree Health			3,203,467		2,364,552
Holiday			69,711		67,568
Other			4,250,000		4,250,000
Health Benefits			7,847,382		6,378,934
Workers Compensation			27,709,600		28,921,444
FICA			3,916,357		3,145,044
Retirement			11,435,037		9,614,027
<b>Subtotal</b>			<b>\$58,704,273</b>		<b>\$54,950,052</b>
<b>Total Salaries and Benefits</b>		<b>710.7</b>	<b>\$106,558,279</b>	<b>710.7</b>	<b>\$92,542,224</b>
<b>Cost Per FTE Position (Excluding Temporary and Seasonal)</b>			<b>\$149,840</b>		<b>\$130,137</b>
<b>Statewide Benefit Assessment</b>			<b>\$2,024,156</b>		<b>\$1,617,311</b>
<b>Payroll Costs</b>		<b>710.7</b>	<b>\$108,582,435</b>	<b>710.7</b>	<b>\$94,159,535</b>

# Personnel

## Department Of Administration Agency Summary

	Grade	FY 2015		FY 2016	
		FTE	Cost	FTE	Cost
<b>Purchased Services</b>					
Buildings and Ground Maintenance			759,664		759,664
Training and Educational Services			827,361		277,356
Legal Services			1,055,737		618,888
Other Contracts			7,937,750		4,402,608
Information Technology			22,705,541		7,038,185
Clerical and Temporary Services			177,166		196,413
Design and Engineering Services			432,357		409,482
Management & Consultant Services			24,951,534		21,930,776
Medical Services			25,901		1,749
<b>Subtotal</b>			<b>\$58,873,011</b>		<b>\$35,635,121</b>
<b>Total Personnel</b>		<b>710.7</b>	<b>\$167,455,446</b>	<b>710.7</b>	<b>\$129,794,656</b>
<b>Distribution By Source Of Funds</b>					
General Revenue		489.8	\$57,070,106	484.2	\$38,814,563
Federal Funds		83.6	\$61,357,288	74.5	\$33,205,687
Restricted Receipts		32.0	\$3,793,866	42.9	\$9,889,075
Operating Transfers from Other Funds		15.0	\$2,597,088	13.9	\$2,518,951
Other Funds		90.3	\$42,637,098	95.2	\$45,366,380
<b>Total All Funds</b>		<b>710.7</b>	<b>\$167,455,446</b>	<b>710.7</b>	<b>\$129,794,656</b>

# The Program

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## Department Of Administration Central Management

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### **Program Mission**

To oversee the provision of statewide supportive services to all departments and agencies in conformance with legislative and policy mandates.

To ensure that programs of the department are efficiently organized and implemented.

To select the best candidates for recommendation for appointment to the Judiciary.

To manage the implementation of large-scale information technology projects.

### **Program Description**

Central Management is comprised of four major functions: the Director's Office, the Central Business Office, the Office of Digital Excellence, and the Judicial Nominating Commission.

The Director's Office provides for the overall operation of the department and provides assistance to all Executive Branch Agencies. Primary functions include: Operations, Human Resources, Information technology, Legal Assistance, and Financial Administration. They also provide administrative assistance to the Office of the Governor.

The Central Business Office provides financial management assistance in the areas of budgeting, financial management, accounting, and reporting to divisions within the Department of Administration and the Department of Revenue to ensure maximum use of state and federal resources.

The Judicial Nominating Commission was created by statute to recommend highly qualified candidates to the Governor to fill vacancies in the Rhode Island judiciary. Pursuant to R.I.G.L. 8-16.1, the commission is required by statute to advertise for each judicial vacancy and to actively seek and encourage applications from qualified individuals who will reflect the diversity of the community they will serve.

The Chief Digital Officer and staff manage the implementation of all new and mission critical technology infrastructure projects, including upgrades for other state agencies. The Division of Information Technology (DoIT) continues to manage and support day-to-day operations of the State's technology infrastructure, telecommunications, and associated applications.

### **Statutory History**

The legal mandates of the Department of Administration are outlined in R.I.G.L. 42-11-2. The Judicial Nominating Commission was created by R.I.G.L. 8-16.1, which also outlines the criteria for the selection of qualified judicial nominees. The Office of Digital Excellence was transferred from the General Program to the Central Management Program in FY 2013.

# The Budget

## Department Of Administration Central Management

	2013 Audited	2014 Audited	2015 Enacted	2015 Revised	2016 Recommend
<b>Expenditures By Subprogram</b>					
Director's Office	1,154,465	1,159,097	676,391	1,698,045	1,753,727
Financial Management	934,669	904,232	890,856	882,531	1,038,347
Judicial Nominating Committee	2,633	4,246	27,525	14,850	14,850
Office of Digital Excellence	170,736	541,122	908,192	645,985	984,019
<b>Total Expenditures</b>	<b>\$2,262,503</b>	<b>\$2,608,697</b>	<b>\$2,502,964</b>	<b>\$3,241,411</b>	<b>\$3,790,943</b>
<b>Expenditures By Object</b>					
Personnel	2,172,599	2,467,394	2,369,988	3,047,089	3,658,867
Operating Supplies and Expenses	84,866	81,956	129,976	127,262	129,976
Assistance and Grants	-	55,680	-	64,960	-
<b>Subtotal: Operating Expenditures</b>	<b>2,257,465</b>	<b>2,605,030</b>	<b>2,499,964</b>	<b>3,239,311</b>	<b>3,788,843</b>
Capital Purchases and Equipment	5,038	3,667	3,000	2,100	2,100
<b>Total Expenditures</b>	<b>\$2,262,503</b>	<b>\$2,608,697</b>	<b>\$2,502,964</b>	<b>\$3,241,411</b>	<b>\$3,790,943</b>
<b>Expenditures By Funds</b>					
General Revenue	2,262,503	2,608,697	2,502,964	3,241,411	3,790,943
<b>Total Expenditures</b>	<b>\$2,262,503</b>	<b>\$2,608,697</b>	<b>\$2,502,964</b>	<b>\$3,241,411</b>	<b>\$3,790,943</b>



# Personnel

## Department Of Administration Central Management

	Grade	FY 2015		FY 2016	
		FTE	Cost	FTE	Cost
<b>Classified</b>					
EXECUTIVE DIRECTOR, DEPARTMENT OF	00150A	2.0	284,130	2.0	289,812
SENIOR INFORMATION TECHNOLOGY PROJECT	00148A	1.0	132,611	1.0	135,443
ASSOCIATE DIRECTOR (FINANCIAL MANAGEMENT)	00144A	1.0	127,647	1.0	132,824
INFORMATION TECHNOLOGY PROJECT MANAGER	00143A	3.0	307,389	3.0	315,294
EXECUTIVE ASSISTANT TO THE DIRECTOR (DEPT.	00141A	1.0	100,311	1.0	102,317
ADMINISTRATOR, FINANCIAL MANAGEMENT	00137A	1.0	85,077	1.0	86,778
PROGRAMMING SERVICES OFFICER	00131A	1.0	81,625	1.0	83,257
PRINCIPAL HUMAN SERVICES BUSINESS OFFICER	00A28A	1.0	79,704	1.0	81,244
PROGRAMMER/ANALYST III (ORACLE)	00135A	2.0	147,828	2.0	157,750
CHIEF IMPLEMENTATION AIDE	00128A	2.0	145,248	2.0	148,119
FISCAL MANAGEMENT OFFICER	00B26A	1.0	69,793	1.0	74,343
SUPERVISING ACCOUNTANT	00131A	1.0	68,021	1.0	69,381
SUPERVISOR OF BILLINGS AND ACCOUNTS	03527A	1.0	67,447	1.0	68,785
ADMINISTRATIVE OFFICER	00124A	1.0	62,054	1.0	63,266
ASSISTANT ADMINISTRATIVE OFFICER	00121A	1.0	53,989	1.0	55,069
BUSINESS MANAGEMENT OFFICER	00A26A	1.0	53,674	1.0	55,478
BILLING SPECIALIST	00318A	2.0	81,489	2.0	83,222
CHIEF OF INFORMATION AND PUBLIC RELATIONS	00129A <sup>1</sup>	-	-	1.0	57,041
<b>Subtotal</b>		<b>23.0</b>	<b>\$1,948,037</b>	<b>24.0</b>	<b>\$2,059,423</b>
<b>Unclassified</b>					
CHIEF DIGITAL OFFICER	00856A	1.0	195,899	1.0	204,617
DIRECTOR OF ADMINISTRATION	00946KF	1.0	149,512	1.0	149,512
PRINCIPAL TECHNICAL SUPPORT ANALYST	05229A	1.0	86,574	1.0	88,260
EXECUTIVE SECRETARY (STATE PROPERTIES)	00321A	1.0	44,187	1.0	46,347
<b>Subtotal</b>		<b>4.0</b>	<b>\$476,172</b>	<b>4.0</b>	<b>\$488,736</b>
Cost Allocation to Other Programs		-	(397,412)	-	(365,477)
Interdepartmental Transfer		-	(103,141)	-	(131,589)
Turnover		-	(277,878)	-	(19,719)
<b>Subtotal</b>		<b>-</b>	<b>(\$778,431)</b>	<b>-</b>	<b>(\$516,785)</b>
<b>Total Salaries</b>		<b>27.0</b>	<b>\$1,645,778</b>	<b>28.0</b>	<b>\$2,031,374</b>
<b>Benefits</b>					
Payroll Accrual			9,355		11,544
FICA			113,960		145,008
Retiree Health			109,919		121,885
Health Benefits			191,734		254,033
Retirement			402,319		503,674
<b>Subtotal</b>			<b>\$827,287</b>		<b>\$1,036,144</b>

# Personnel

## Department Of Administration Central Management

	Grade	FY 2015		FY 2016	
		FTE	Cost	FTE	Cost
<b>Total Salaries and Benefits</b>		27.0	\$2,473,065	28.0	\$3,067,518
<b>Cost Per FTE Position (Excluding Temporary and Seasonal)</b>			\$91,595		\$109,554
<b>Statewide Benefit Assessment</b>			\$70,024		\$87,349
<b>Payroll Costs</b>		27.0	\$2,543,089	28.0	\$3,154,867
<b>Purchased Services</b>					
Management & Consultant Services			500,000		500,000
Legal Services			4,000		4,000
<b>Subtotal</b>			<b>\$504,000</b>		<b>\$504,000</b>
<b>Total Personnel</b>		27.0	<b>\$3,047,089</b>	28.0	<b>\$3,658,867</b>
<b>Distribution By Source Of Funds</b>					
General Revenue		27.0	\$3,047,089	28.0	\$3,658,867
<b>Total All Funds</b>		27.0	<b>\$3,047,089</b>	28.0	<b>\$3,658,867</b>

1 New FTE position in Director's Office.

# The Program

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## Department Of Administration Accounts and Control

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### **Program Mission**

To provide various stakeholders with timely financial reporting that is consistent with generally accepted accounting principles.

To establish policies and procedures to foster sound accounting practices and internal controls.

To continually enhance and maintain the centralized accounting system to promote fiscal integrity across all State agencies.

To support state operations by centrally processing financial transactions in a timely and accurate manner.

### **Program Description**

The primary mission of the Office of Accounts and Control is to promote the financial integrity and accountability of state government through sound administrative and accounting controls and procedures.

The major activities of the Office of Accounts and Control include the central administration of a comprehensive accounting and recording system which classifies transactions of the departments and agencies in accordance with the budget plan; the processing of payroll for all State employees; the pre-audit of state receipts and expenditures; the approval of vouchers drawn on the treasury; and the preparation of financial statements in accordance with generally accepted accounting principles.

This office is also responsible for the preparation and/or coordination of several publications, including the: Comprehensive Annual Financial Report, Condensed State Financial Report, State Payroll Manual, Procedural Handbook of the Department of Administration, and the Consolidated Statewide Cost Allocation Plan.

### **Statutory History**

R.I.G.L. 35-6 establishes the statutory basis for this program. Other legal references are provided in Titles 9, 10, 11, 12, 16, 20, 24, 28, 30, 35, 39, 43, 44, 45, and 46 of the Rhode Island General Laws.

# The Budget

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## Department Of Administration Accounts and Control

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	2013 Audited	2014 Audited	2015 Enacted	2015 Revised	2016 Recommend
<b>Expenditures By Subprogram</b>					
Accounts & Control	3,653,684	3,733,014	3,973,748	3,826,318	4,080,143
<b>Total Expenditures</b>	<b>\$3,653,684</b>	<b>\$3,733,014</b>	<b>\$3,973,748</b>	<b>\$3,826,318</b>	<b>\$4,080,143</b>
<b>Expenditures By Object</b>					
Personnel	3,547,477	3,642,309	3,840,044	3,695,193	3,940,178
Operating Supplies and Expenses	101,475	92,205	130,704	128,125	136,965
Assistance and Grants	-	(1,500)	-	-	-
<b>Subtotal: Operating Expenditures</b>	<b>3,648,952</b>	<b>3,733,014</b>	<b>3,970,748</b>	<b>3,823,318</b>	<b>4,077,143</b>
Capital Purchases and Equipment	4,732	-	3,000	3,000	3,000
<b>Total Expenditures</b>	<b>\$3,653,684</b>	<b>\$3,733,014</b>	<b>\$3,973,748</b>	<b>\$3,826,318</b>	<b>\$4,080,143</b>
<b>Expenditures By Funds</b>					
General Revenue	3,653,684	3,733,014	3,973,748	3,826,318	4,080,143
<b>Total Expenditures</b>	<b>\$3,653,684</b>	<b>\$3,733,014</b>	<b>\$3,973,748</b>	<b>\$3,826,318</b>	<b>\$4,080,143</b>

# Personnel

## Department Of Administration Accounts and Control

	Grade	FY 2015		FY 2016	
		FTE	Cost	FTE	Cost
<b>Classified</b>					
CONTROLLER	00146A <sup>2</sup>	1.0	131,229	1.0	133,491
ASSOCIATE CONTROLLER	00143A	2.0	243,919	2.0	248,740
ASSISTANT DIRECTOR FOR SPECIAL PROJECTS	00141A	1.0	110,342	1.0	112,549
SUPERVISOR FINANCIAL MANAGEMENT AND INVESTIGATIVE AUDITOR	00135A	1.0	95,033	1.0	96,933
FINANCIAL REPORTING MANAGER (OFFICE OF CHIEF PREAUDIT SUPERVISOR)	00133A	1.0	89,019	1.0	90,783
SUPERVISING ACCOUNTANT	00139A	1.0	84,716	1.0	90,315
FISCAL MANAGEMENT OFFICER	00131A	4.0	307,006	4.0	313,126
SENIOR MANAGEMENT AND METHODS ANALYST	00831A	1.0	74,388	1.0	78,830
PRINCIPAL ACCOUNTING POLICY AND METHODS	00B26A	3.0	199,271	3.0	204,217
ASSET PROTECTION OFFICER	00325A	1.0	64,412	1.0	65,694
CENTRAL ACCOUNTS PAYABLE SUPERVISING ACCOUNTS AND CONTROL CENTRALIZED SCHEDULING AND RECORDING CLERK	00828A	3.0	193,168	3.0	199,702
	00324A	2.0	125,208	2.0	127,654
	00324A	1.0	46,309	1.0	48,013
	00321A	13.0	574,252	13.0	599,530
	00312A	2.0	79,390	2.0	81,152
<b>Subtotal</b>		<b>37.0</b>	<b>\$2,417,662</b>	<b>37.0</b>	<b>\$2,490,729</b>
Turnover		-	(134,198)	-	(67,287)
<b>Subtotal</b>		<b>-</b>	<b>(\$134,198)</b>	<b>-</b>	<b>(\$67,287)</b>
<b>Total Salaries</b>		<b>37.0</b>	<b>\$2,283,464</b>	<b>37.0</b>	<b>\$2,423,442</b>
<b>Benefits</b>					
Payroll Accrual			13,062		13,820
FICA			173,500		184,362
Retiree Health			159,273		150,545
Health Benefits			408,430		462,960
Retirement			555,570		597,141
<b>Subtotal</b>			<b>\$1,309,835</b>		<b>\$1,408,828</b>
<b>Total Salaries and Benefits</b>		<b>37.0</b>	<b>\$3,593,299</b>	<b>37.0</b>	<b>\$3,832,270</b>
<b>Cost Per FTE Position (Excluding Temporary and Seasonal)</b>			<b>\$97,116</b>		<b>\$103,575</b>
<b>Statewide Benefit Assessment</b>			<b>\$98,194</b>		<b>\$104,208</b>
<b>Payroll Costs</b>		<b>37.0</b>	<b>\$3,691,493</b>	<b>37.0</b>	<b>\$3,936,478</b>
<b>Purchased Services</b>					
Legal Services			1,700		1,700
Other Contracts			2,000		2,000
<b>Subtotal</b>			<b>\$3,700</b>		<b>\$3,700</b>
<b>Total Personnel</b>		<b>37.0</b>	<b>\$3,695,193</b>	<b>37.0</b>	<b>\$3,940,178</b>
<b>Distribution By Source Of Funds</b>					
General Revenue		37.0	\$3,695,193	37.0	\$3,940,178
<b>Total All Funds</b>		<b>37.0</b>	<b>\$3,695,193</b>	<b>37.0</b>	<b>\$3,940,178</b>

2 Position upgraded to G-148A

# Performance Measures

## Department Of Administration Accounts and Control

### *Timeliness of Invoice Processing*

The Office of Accounts and Control centrally processes all vouchers drawn on the General Treasury. The Office strives to process payments in a timely manner to vendors doing business with the state, and this measure provides an indication regarding the timeliness of payments to vendors. The figures below represent the percentage of invoices processed within 30 days of being received.

	2012	2013	2014	2015	2016
<b>Target</b>	99%	99%	99%	99%	99%
<b>Actual</b>	99%	99%	99%	--	--

Performance for this measure is reported by state fiscal year.

### *Timeliness of Annual Financial Report Completion*

The Office of Accounts and Control prepares the State of Rhode Island's Comprehensive Annual Financial Report (CAFR). This measure provides an indication regarding the timeliness of this financial report, which is essential for effective decision-making, effective and timely management of public funds and enhancing public accountability. The figures below represent the number of days after fiscal year end to complete the CAFR. [As the CAFR is published after the close of a fiscal year, the Actual figure represents the completion time for the previous fiscal year's CAFR (e.g., 2015 Actual is the completion time for the FY 2014 CAFR).]

	2012	2013	2014	2015	2016
<b>Target</b>	176 Days	174 Days	173 Days	172 Days	171 Days
<b>Actual</b>	175 Days	173 Days	172 Days	171 Days	--

Performance for this measure is reported by state fiscal year.

# The Program

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## Department Of Administration Office of Management and Budget

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### Program Mission

To anticipate and provide ongoing fiscal analysis, management support, and analytical research to the Governor, state departments and agencies, the General Assembly, and taxpayers. This includes establishing a robust public finance and management system that manages an accountable and transparent data-driven budget process, monitoring state departments' and agencies' performance and use of public funds, applying strategic planning and continuous improvement principles to maximize and align limited state resources to effectuate the State's policy goals, and ensuring the State's regulatory environment does not inhibit growth.

### Program Description

The Office of Management and Budget (OMB) serves as the executive branch's principal agency to provide credible, accurate, financial information and objective insight to maximize finite resources. OMB develops, coordinates and monitors the State's operating and capital budgets, maintains a performance-based and data-driven process for resource allocation, monitors federal grants to ensure compliance with state and federal requirements, and evaluates and reforms the current regulatory environment to make it easier to do business in the State. The OMB includes the following key functions:

**Budget Office:** Formulates, prepares and executes the state's operating and capital budgets, analyzing department operating and capital funding requests, developing revenue and caseload estimates, and providing testimony before the General Assembly and bond rating agencies.

**Strategic Management:** Assists departments and agencies with strategic planning and continuous improvement processes to enhance management capacity.

**Performance Management:** Develops and monitors performance measures for each department and program to align limited resources with results.

**Federal Grants Administration:** Monitors and reports on federal grants including stimulus grants, and maximizes use of federal funds for eligible state programs and functions.

**Regulatory Reform:** Evaluates and reforms state and local regulatory environment to remove barriers to economic growth while protecting taxpayer interests.

### Statutory History

RIGL 35-1.1 created the Office of Management and Budget. RIGL 35-3 establishes the Budget Office's responsibility for the executive budget, including the preparation and submission of the Governor's budget to the general assembly; the execution and management of the enacted budget plan throughout the fiscal year; and development of long-term financial programs, particularly relating to capital improvement programs. RIGL 35-16 requires the Budget Officer to participate in the Revenue Estimating Conference, which reviews and revises both the economic forecast and the estimated general revenues for the state. RIGL 22-12 requires that a fiscal note accompany bills and resolutions that may impact state or municipal revenues or expenditures. RIGL 42-35.1-3 moved the Office of Regulatory Reform from the Economic Development Corporation to the Office of Management and Budget.

# The Budget

## Department Of Administration Office of Management and Budget

	2013 Audited	2014 Audited	2015 Enacted	2015 Revised	2016 Recommend
<b>Expenditures By Subprogram</b>					
Budget Office	2,096,215	2,129,218	2,256,088	2,209,127	2,310,228
Director, Office of Mgt and Budget	318,833	437,200	414,493	432,058	632,945
Performance Management	194,822	258,690	266,353	316,365	373,084
Federal Grants Management	258,207	255,828	270,405	275,705	281,235
Office of Regulatory Reform	200,855	455,906	872,171	1,017,433	440,704
<b>Total Expenditures</b>	<b>\$3,068,932</b>	<b>\$3,536,842</b>	<b>\$4,079,510</b>	<b>\$4,250,688</b>	<b>\$4,038,196</b>
<b>Expenditures By Object</b>					
Personnel	2,802,727	3,400,208	3,632,969	3,571,735	3,927,574
Operating Supplies and Expenses	135,609	116,906	139,041	146,453	105,122
<b>Subtotal: Operating Expenditures</b>	<b>2,938,336</b>	<b>3,517,114</b>	<b>3,772,010</b>	<b>3,718,188</b>	<b>4,032,696</b>
Capital Purchases and Equipment	18,391	19,728	307,500	532,500	5,500
Operating Transfers	112,205	-	-	-	-
<b>Total Expenditures</b>	<b>\$3,068,932</b>	<b>\$3,536,842</b>	<b>\$4,079,510</b>	<b>\$4,250,688</b>	<b>\$4,038,196</b>
<b>Expenditures By Funds</b>					
General Revenue	2,810,725	3,308,787	4,018,136	4,197,407	4,038,196
Restricted Receipts	258,207	228,055	61,374	53,281	-
<b>Total Expenditures</b>	<b>\$3,068,932</b>	<b>\$3,536,842</b>	<b>\$4,079,510</b>	<b>\$4,250,688</b>	<b>\$4,038,196</b>



# Personnel

## Department Of Administration Office of Management and Budget

	Grade	FY 2015		FY 2016	
		FTE	Cost	FTE	Cost
<b>Classified</b>					
EXECUTIVE DIRECTOR (DOA)/BUDGET OFFICER	00150A	1.0	176,422	1.0	184,777
DEPUTY BUDGET OFFICER	00144A	1.0	137,069	1.0	139,811
ASSOCIATE DIRECTOR I (MHRH)	00142A	0.9	113,321	1.0	128,378
ASSOCIATE DIRECTOR - MHRH (DD)	00042A	0.1	12,591	-	-
DIRECTOR REGULATORY REFORM (OMB)	00142A	1.0	104,948	1.0	107,047
SUPERVISING BUDGET ANALYST	00139A	3.0	296,989	3.0	305,332
SENIOR BUDGET ANALYST	00834A	1.0	91,607	1.0	93,368
IMPLEMENTATION DIRECTOR POLICY AND PROGRAMMING SERVICES OFFICER	00040A	1.0	83,708	1.0	88,118
BUDGET ANALYST II	00131A <sup>3</sup>	2.0	138,174	1.0	72,850
BUDGET ANALYST I	00831A	6.0	403,486	7.0	482,081
ADMINISTRATIVE OFFICER	00124A	1.0	59,949	1.0	61,135
BUDGET ANALYST I/ECONOMIST	00828A	1.0	56,422	1.0	62,168
BUDGET ANALYST I	00828A	3.0	164,900	2.0	109,500
SENIOR MANAGEMENT AND METHODS ANALYST	00125A	5.0	255,121	5.0	265,219
IMPLEMENTATION AIDE	00122A	1.0	44,248	1.0	46,341
IMPLEMENTATION AIDE	00022A	1.0	43,720	1.0	45,775
<b>Subtotal</b>		<b>29.0</b>	<b>\$2,182,675</b>	<b>28.0</b>	<b>\$2,191,900</b>
<b>Unclassified</b>					
DIRECTOR, OFFICE OF MANAGEMENT & BUDGET	00852A	1.0	167,036	1.0	170,377
ASSOCIATE DIRECTOR FOR PLANNING, POLICY & Subtotal	00843A	1.0	119,157	1.0	121,541
		<b>2.0</b>	<b>\$286,193</b>	<b>2.0</b>	<b>\$291,918</b>
Temporary and Seasonal		-	15,750	-	15,750
Turnover		-	(259,896)	-	(109,500)
<b>Subtotal</b>		<b>-</b>	<b>(\$244,146)</b>	<b>-</b>	<b>(\$93,750)</b>
<b>Total Salaries</b>		<b>31.0</b>	<b>\$2,224,722</b>	<b>30.0</b>	<b>\$2,390,068</b>
<b>Benefits</b>					
Payroll Accrual			12,628		13,514
FICA			161,659		173,763
Retiree Health			149,102		142,459
Health Benefits			283,516		337,964
Retirement			537,443		585,034
<b>Subtotal</b>			<b>\$1,144,348</b>		<b>\$1,252,734</b>
<b>Total Salaries and Benefits</b>		<b>31.0</b>	<b>\$3,369,070</b>	<b>30.0</b>	<b>\$3,642,802</b>
<b>Cost Per FTE Position (Excluding Temporary and Seasonal)</b>			<b>\$108,172</b>		<b>\$120,902</b>
<b>Statewide Benefit Assessment</b>			<b>\$95,664</b>		<b>\$102,772</b>
<b>Payroll Costs</b>		<b>31.0</b>	<b>\$3,464,734</b>	<b>30.0</b>	<b>\$3,745,574</b>

# Personnel

## Department Of Administration Office of Management and Budget

	Grade	FY 2015		FY 2016	
		FTE	Cost	FTE	Cost
<b>Purchased Services</b>					
Management & Consultant Services			32,000		132,000
Legal Services			75,000		50,000
<b>Subtotal</b>			<b>\$107,000</b>		<b>\$182,000</b>
<b>Total Personnel</b>		<b>31.0</b>	<b>\$3,571,735</b>	<b>30.0</b>	<b>\$3,927,574</b>
<b>Distribution By Source Of Funds</b>					
General Revenue		30.8	\$3,544,762	30.0	\$3,927,574
Restricted Receipts		0.2	\$26,973	-	-
<b>Total All Funds</b>		<b>31.0</b>	<b>\$3,571,735</b>	<b>30.0</b>	<b>\$3,927,574</b>

*3 For FY 2016, Ombudsman position is transferred to Department of Business Regulation (DBR).*

# Performance Measures

## Department Of Administration Office of Management and Budget

### *Timeliness of Fiscal Note Completion*

The figures below represent the average time, in days, for the Budget Office to complete a fiscal note from the time that it is received from the House and/or Senate Finance Committee until the time of completion. RIGL 22-12-4 requires that fiscal notes be returned within ten (10) calendar days of when the request was made. The Budget Office strives to meet this completion timeframe for most fiscal notes, though the average number of days may exceed the threshold in order to complete fiscal notes on more complicated legislation.

	2012	2013	2014	2015	2016
<b>Target</b>	35 Days	35 Days	20 Days	18 Days	18 Days
<b>Actual</b>	30 Days	22 Days	28 Days	--	--

Performance for this measure is reported by state fiscal year.

### *Timeliness of Proposed Regulation Review*

In 2015, Governor Raimondo issued Executive Order 15-07, requiring regulatory agencies to submit proposed regulations to the Office of Regulatory Reform (ORR) for review and approval before they are posted for notice of intended action. ORR has thirty (30) days to review each submission in accordance with RIGL 42-35-3(a)(1). The figures below represent the median time, in days, it took ORR to complete initial review of proposed regulations.

	2012	2013	2014	2015	2016
<b>Target</b>	--	--	--	30 Days	30 Days
<b>Actual</b>	--	--	--	--	--

Performance for this measure is reported by calendar year.

### *Program Performance Reviews*

OMB is in the process of updating performance measures for government departments and agencies and has identified more than 100 programs whose performance should be reviewed regularly. Once new measures are created, OMB meets with departments on a regular basis to review actual performance relative to objectives. The figures below represent the percentage of the targeted state programs that have developed performance measures and are reviewed on a regular basis.

	2012	2013	2014	2015	2016
<b>Target</b>	--	75%	90%	100%	100%
<b>Actual</b>	79.2%	85%	85%	--	--

Performance for this measure is reported by state fiscal year.

# The Program

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## Department Of Administration Purchasing

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### **Program Mission**

To obtain goods and services for public purposes in the most cost-effective manner possible and ensure that all procurements are made with care, integrity and conform to rules, regulations and ethical standards relating to purchasing activities. The program ensures that user agencies obtain goods and services in a cost-effective manner without sacrificing quality and standards. The program ensures public access to appropriate information by expanding the applications of the Rhode Island Vendor Information Program to enhance transparency. The program ensures the fullest participation of women and minority business enterprises in state-funded and directed construction programs and projects and state purchases of goods and services.

### **Program Description**

The Purchasing program is composed of five major functions: procurement, operational support services, standards and specifications development and management, vendor information and minority business. Procurement solicits bids or requests for proposal and requests for quotes for services and supplies, supports price negotiations and implements affirmative action programs. Operational support services includes purchase order production and record keeping, bid preparation and opening, requisition tracking, and vendor files. Standards and Specifications works with agency representatives to develop statewide standard specifications for goods and services to be solicited. The Vendor Information Program is an electronic system for registering potential bidders and providing bid and other information to vendors and the general public. The Division continues to streamline operations by using legal counsel to standardize front end solicitation documents. This will provide greater uniformity for all users of the procurement process including the Division, agencies, architects and bidders. In addition, the utilization of the Lean process review for Request for Proposals will result in several efficiencies over the upcoming months.

### **Statutory History**

The Purchasing program was established under R.I.G.L. 42-11-2. Operation of the state-purchasing program is set forth in R.I.G.L. 37-2. This section was established by public law in 1939 until its repeal in 1989, when House Bill 89-H-5000 Substitute A, as amended (known as the "Lamb Legislation"), an Act Relating to State Purchases, was enacted. This act established new language to institute legal mandates based on the Model Procurement Act published by the American Bar Association. The major thrust of the legislation was the creation of a framework for enhanced opportunities for competitive procurement and increased accountability for state officials through the centralization of purchasing functions for state agencies. R.I.G.L. 37-2-17.2 requires the institution of an electronic Vendor Information Program.

In 2011, in accordance with RIGL 37-2-18(b) and the proposed Purchasing Regulations (Effective on or about 1/11/11), which provides that, beginning January 1, 2014, all bid proposals for "public works projects" are required to include a copy "to be available for public inspection upon the opening of the bids." Any bid proposal that does not include a copy for public inspection shall be deemed to be non-responsive. R.I.G.L. 37-2-18(b) and (j).

# The Budget

## Department Of Administration Purchasing

	2013 Audited	2014 Audited	2015 Enacted	2015 Revised	2016 Recommend
<b>Expenditures By Subprogram</b>					
Purchasing	2,488,969	2,748,072	2,979,452	2,897,538	3,085,408
Minority Business Enterprise	315,785	333,658	-	-	-
<b>Total Expenditures</b>	<b>\$2,804,754</b>	<b>\$3,081,730</b>	<b>\$2,979,452</b>	<b>\$2,897,538</b>	<b>\$3,085,408</b>
<b>Expenditures By Object</b>					
Personnel	2,602,135	2,979,453	2,894,878	2,810,629	2,991,682
Operating Supplies and Expenses	113,565	74,513	84,574	86,909	93,726
<b>Subtotal: Operating Expenditures</b>	<b>2,715,700</b>	<b>3,053,966</b>	<b>2,979,452</b>	<b>2,897,538</b>	<b>3,085,408</b>
Capital Purchases and Equipment	30,555	-	-	-	-
Operating Transfers	58,499	27,764	-	-	-
<b>Total Expenditures</b>	<b>\$2,804,754</b>	<b>\$3,081,730</b>	<b>\$2,979,452</b>	<b>\$2,897,538</b>	<b>\$3,085,408</b>
<b>Expenditures By Funds</b>					
General Revenue	2,424,888	2,818,185	2,670,956	2,580,157	2,764,921
Federal Funds	69,590	83,027	-	-	-
Operating Transfers from Other Funds	310,276	180,518	308,496	317,381	320,487
<b>Total Expenditures</b>	<b>\$2,804,754</b>	<b>\$3,081,730</b>	<b>\$2,979,452</b>	<b>\$2,897,538</b>	<b>\$3,085,408</b>

# Personnel

## Department Of Administration Purchasing

	Grade	FY 2015		FY 2016	
		FTE	Cost	FTE	Cost
<b>Classified</b>					
PURCHASING AGENT	00145A	1.0	121,934	1.0	127,435
INTERDEPARTMENTAL PROJECT MANAGER	00139A	3.0	287,887	3.0	297,040
DEPUTY PURCHASING AGENT	00141A	1.0	92,336	1.0	92,890
CHIEF OF PURCHASING MANAGEMENT AND	00138A	1.0	77,620	1.0	82,067
CHIEF BUYER (DOA/OP)	00132A	4.0	306,739	4.0	320,041
CHIEF IMPLEMENTATION AIDE	00828A	2.0	138,188	2.0	143,783
PROGRAMMING SERVICES OFFICER	00131A	1.0	65,461	1.0	69,253
SENIOR BUYER (DOA/OP)	00829A	1.0	64,778	1.0	69,104
BUYER II (DOA/OP)	00327A	2.0	124,283	2.0	128,896
SYSTEMS SUPPORT TECHNICIAN I	00318A	2.0	99,894	2.0	101,847
LEGAL ASSISTANT	00119A	1.0	48,747	1.0	49,696
BUYER I (DOA/OP)	00324A	1.0	44,850	1.0	47,253
STANDARDS TECHNICIAN (DIVISION OF	00318A	8.0	351,118	9.0	399,213
CLERK-TYPIST	00307A	1.0	31,366	1.0	32,401
<b>Subtotal</b>		<b>29.0</b>	<b>\$1,855,201</b>	<b>30.0</b>	<b>\$1,960,919</b>
<b>Unclassified</b>					
CHIEF STRATEGIC PLANNING MONITORING AND	00143A	1.0	132,656	-	-
<b>Subtotal</b>		<b>1.0</b>	<b>\$132,656</b>	<b>-</b>	<b>-</b>
Interdepartmental Transfer		-	(64,861)	-	(51,070)
Temporary and Seasonal		-	10,427	-	-
Turnover		-	(199,783)	-	(71,079)
<b>Subtotal</b>		<b>-</b>	<b>(\$254,217)</b>	<b>-</b>	<b>(\$122,149)</b>
<b>Total Salaries</b>		<b>30.0</b>	<b>\$1,733,640</b>	<b>30.0</b>	<b>\$1,838,770</b>
<b>Benefits</b>					
Payroll Accrual			9,754		10,388
FICA			132,411		140,458
Retiree Health			118,859		112,867
Health Benefits			321,631		382,369
Retirement			393,784		426,762
<b>Subtotal</b>			<b>\$976,439</b>		<b>\$1,072,844</b>
<b>Total Salaries and Benefits</b>		<b>30.0</b>	<b>\$2,710,079</b>	<b>30.0</b>	<b>\$2,911,614</b>
<b>Cost Per FTE Position (Excluding Temporary and Seasonal)</b>			<b>\$89,988</b>		<b>\$97,054</b>
<b>Statewide Benefit Assessment</b>			<b>\$74,549</b>		<b>\$79,068</b>
<b>Payroll Costs</b>		<b>30.0</b>	<b>\$2,784,628</b>	<b>30.0</b>	<b>\$2,990,682</b>

# Performance Measures

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## Department Of Administration Purchasing

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### *Master Price Agreement Renewal*

The Division of Purchases develops Master Price Agreements (MPAs) for statewide procurements of all State agencies, quasi-public agencies and municipalities. The MPAs provide opportunity to procure services at lower cost than if procured independently. Timely renewal of MPAs provides price surety for State and municipal agencies reliant upon the discounts achieved through this State procurement contract mechanism. The figures below represent the percentage of MPAs renewed prior to their expiration.

	2012	2013	2014	2015	2016
<b>Target</b>	--	--	25%	50%	50%
<b>Actual</b>	--	25%	39.3%	--	--

Performance for this measure is reported by state fiscal year.

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# The Program

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## Department Of Administration Auditing

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### Program Mission

To provide independent and objective assurance regarding governance, risk management, and control processes. To report the effectiveness and efficiency of state operations, the reliability of financial reporting, and compliance with applicable laws, regulations, and contracts.

To be the independent voice which helps ensure that our state government resources are being utilized in a cost efficient, effective manner and promote a control conscious environment. Our guiding values include objectivity, independence, integrity, and professionalism.

### Program Description

The Bureau of Audits was established to conduct all audits required by the Department of Administration. Its authority is given under RIGL 35-7 which allows the Bureau of Audits:

- To conduct audits of any state department, state agency, or private entity that is a recipient of state funding, or state grants, as deemed necessary or expedient by the Bureau of Audits. Audits may be made relative to financial affairs, or the economy and efficiency of management of each department and agency.
- To determine which audits shall be performed in accordance with a risk based evaluation.
- To conduct investigations, or management advisory and consulting services upon request of the Governor or the General Assembly.

The Bureau of Audits performs the internal auditing function for the Executive Branch of State Government, and falls under the Department of Administration. Bureau of Audits reports functionally to the Internal Audit Advisory Group and administratively to the Director of the Department of Administration.

Bureau of Audits provides the Governor and the Director of Administration with an independent appraisal and evaluation of the effectiveness of financial and operational controls through objective analyses, evaluations, and recommendations on operations, systems, and contracted services of state government. Additionally, Bureau of Audits provides expert technical advice on how to coordinate process improvement and quality control activities across state government.

Bureau of Audits provides independent and objective assurance on governance, risk management, and control processes in order to furnish a reasonable basis to report on the effectiveness and efficiency of state operations, the reliability of financial reporting, and compliance with applicable laws, regulations, and contracts. Additionally, Bureau of Audits conducts fraud awareness and ethics training to state employees, forensic audits, state vendor and contractor audits, accounting assistance, investigative reviews, enterprise risk assessment, and more.

### Statutory History

Chapter 35-7 establishes the Bureau of Audits and authorizes it to conduct audits of the financial affairs, the economy and efficiency of management, and the books and accounts of all state departments and agencies in accordance with a risk-based evaluation system. The Bureau may also, at the written request of the Governor, the Director of the Department of Administration, or of either branch of the general assembly, conduct investigations of and provide management advisory and consulting services to state departments, agencies, and quasi-state agencies. Unless there is an issue of misappropriation, the provisions of this chapter shall not apply to non-profit organizations.



# The Budget

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## Department Of Administration Auditing

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	2013 Audited	2014 Audited	2015 Enacted	2015 Revised	2016 Recommend
<b>Expenditures By Subprogram</b>					
Auditing	1,117,015	1,336,731	1,434,565	1,391,916	1,476,262
<b>Total Expenditures</b>	<b>\$1,117,015</b>	<b>\$1,336,731</b>	<b>\$1,434,565</b>	<b>\$1,391,916</b>	<b>\$1,476,262</b>
<b>Expenditures By Object</b>					
Personnel	1,069,158	1,307,586	1,391,990	1,349,341	1,436,625
Operating Supplies and Expenses	33,008	28,283	40,075	41,075	37,137
<b>Subtotal: Operating Expenditures</b>	<b>1,102,166</b>	<b>1,335,869</b>	<b>1,432,065</b>	<b>1,390,416</b>	<b>1,473,762</b>
Capital Purchases and Equipment	14,849	862	2,500	1,500	2,500
<b>Total Expenditures</b>	<b>\$1,117,015</b>	<b>\$1,336,731</b>	<b>\$1,434,565</b>	<b>\$1,391,916</b>	<b>\$1,476,262</b>
<b>Expenditures By Funds</b>					
General Revenue	1,117,015	1,336,731	1,434,565	1,391,916	1,476,262
<b>Total Expenditures</b>	<b>\$1,117,015</b>	<b>\$1,336,731</b>	<b>\$1,434,565</b>	<b>\$1,391,916</b>	<b>\$1,476,262</b>

# Personnel

## Department Of Administration Auditing

	Grade	FY 2015		FY 2016	
		FTE	Cost	FTE	Cost
<b>Classified</b>					
CHIEF BUREAU OF AUDITS	00145A	1.0	129,012	1.0	131,508
DEPUTY CHIEF BUREAU OF AUDITS	00143A	2.0	211,713	2.0	218,376
INTERNAL AUDIT MANAGER (DOA)	00136A	2.0	194,068	2.0	197,929
PRINCIPAL AUDITOR	00328A	1.0	73,600	1.0	75,039
SENIOR INTERNAL AUDITOR (DOA)	00131A	5.0	335,306	5.0	344,857
SENIOR AUDITOR	00325A	1.0	64,443	1.0	65,698
<b>Subtotal</b>		<b>12.0</b>	<b>\$1,008,142</b>	<b>12.0</b>	<b>\$1,033,407</b>
Turnover		-	(140,815)	-	(119,222)
<b>Subtotal</b>		<b>-</b>	<b>(\$140,815)</b>	<b>-</b>	<b>(\$119,222)</b>
<b>Total Salaries</b>		<b>12.0</b>	<b>\$867,327</b>	<b>12.0</b>	<b>\$914,185</b>
<b>Benefits</b>					
Payroll Accrual			4,958		5,317
FICA			65,814		69,478
Retiree Health			58,540		54,851
Health Benefits			104,384		128,227
Retirement			211,020		225,258
<b>Subtotal</b>			<b>\$444,716</b>		<b>\$483,131</b>
<b>Total Salaries and Benefits</b>		<b>12.0</b>	<b>\$1,312,043</b>	<b>12.0</b>	<b>\$1,397,316</b>
<b>Cost Per FTE Position (Excluding Temporary and Seasonal)</b>			<b>\$109,337</b>		<b>\$116,443</b>
<b>Statewide Benefit Assessment</b>			<b>\$37,298</b>		<b>\$39,309</b>
<b>Payroll Costs</b>		<b>12.0</b>	<b>\$1,349,341</b>	<b>12.0</b>	<b>\$1,436,625</b>
<b>Total Personnel</b>		<b>12.0</b>	<b>\$1,349,341</b>	<b>12.0</b>	<b>\$1,436,625</b>
<b>Distribution By Source Of Funds</b>					
General Revenue		12.0	\$1,349,341	12.0	\$1,436,625
<b>Total All Funds</b>		<b>12.0</b>	<b>\$1,349,341</b>	<b>12.0</b>	<b>\$1,436,625</b>

# Performance Measures

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## Department Of Administration Auditing

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### *Implementation of Recommendations*

The Bureau of Audits makes recommendations to improve operational efficiencies and effectiveness, the reliability of financial reporting, and compliance with applicable laws, regulations, and contracts. The figures below represent the percentage of Bureau recommendations that are implemented by the audited department or agency.

	2012	2013	2014	2015	2016
<b>Target</b>	--	90%	90%	90%	90%
<b>Actual</b>	91%	86%	87.9%	--	--

Performance for this measure is reported by state fiscal year.

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# The Program

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## Department Of Administration Human Resources

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### **Program Mission**

The vision of Human Resources is to make State Government an Employer of Choice in the State of Rhode Island by building, maintaining and developing a skilled workforce committed to excellence that reflects the diversity and talent of our community.

The Division of Human Resources will promote and maintain effective programs, policies and procedures in support of the human resources needs of the citizens, elected officials, managers and employees of the State of Rhode Island. Recognizing the commitment to maximize the potential of our greatest asset – our employees, and to deliver quality customer service, it is the mission of the Human Resources Division, in partnership with other departments in State government to; provide the best possible cost effective services, institute policies and procedures that are fair and equitable, and safeguard the integrity and quality of the State's Human Resource programs.

### **Program Description**

The Division of Human Resources is led by a Director of Human Resources whose office is responsible for the overall management of the quality of the State's Human Resources functions and services, including strategic planning, directing, developing and implementing a statewide program of personnel administration, payroll administration, labor relations, employee benefits, training and development and Workers' Compensation for State employees. The Division is comprised of a number of subprograms: Office of the Personnel Administrator – responsible for administering the provisions of the law, rules and regulations relating to the operation of the merit system of personnel administration, including Training and Development and Classification and Examinations, Office of Labor Relations – responsible for providing a full range of services dealing with interactions between management and employees; negotiation, administration and interpretation of labor agreements; assisting managers with maintaining effective relationships while managing performance and proactively handling grievances and disputes, Office of Employee Services/Payroll and Data – responsible for all aspects of recruitment/hiring/onboarding, payroll processing, personnel transactions and administrative services, Office of Human Resources Site Operations – responsible for serving as the primary point of contact for agencies needing HR assistance and services while serving as a proactive advisor to Agency leadership. The Office of Site Operations includes a dedicated, centralized Disability Management Division. The Office of Employee Benefits – responsible for the administration of benefit programs including, but not limited to medical, prescription drug, dental, vision, life insurance and disability plans for State employees and qualified retirees. The Office of Employee Benefits also develops, recommends and installs new/modified plans, ensures compliance with all applicable laws/regulations and oversees the State's wellness initiatives, and Worker's Compensation which is funded through the internal service fund.

2013 Segal Study Report: In June 2012, the Department of Administration hired Segal to assist with a comprehensive review of the State's personnel programs, practices and policies. The objective of the review was to provide recommendations to modernize, simplify and improve personnel practices and policies. In 2013, Segal issued their report which included sixteen (16) specific recommendations. The Division of Human Resources is strategically moving toward implementation of key recommendations to achieve the goals identified.

### **Statutory History**

Title 36, Chapters 3 and 4 of the Rhode Island General Laws establish the basic principles of the Merit System Law, under which the Division of Human Resources operates.

# The Budget

## Department Of Administration Human Resources

	2013 Audited	2014 Audited	2015 Enacted	2015 Revised	2016 Recommend
<b>Expenditures By Subprogram</b>					
Human Resources	-	6,824	-	154,098	1,732,231
Personnel Administration	3,340,492	3,046,910	3,288,041	2,934,085	1,267,732
Equal Opportunity/Outreach	446,223	456,378	-	-	-
Human Resources Centralization	6,843,515	6,929,066	7,318,018	7,033,984	7,371,112
<b>Total Expenditures</b>	<b>\$10,630,230</b>	<b>\$10,439,178</b>	<b>\$10,606,059</b>	<b>\$10,122,167</b>	<b>\$10,371,075</b>
<b>Expenditures By Object</b>					
Personnel	10,349,240	10,220,940	10,284,684	9,861,932	10,106,889
Operating Supplies and Expenses	213,209	209,801	305,651	243,630	248,117
<b>Subtotal: Operating Expenditures</b>	<b>10,562,449</b>	<b>10,430,741</b>	<b>10,590,335</b>	<b>10,105,562</b>	<b>10,355,006</b>
Capital Purchases and Equipment	67,781	8,437	15,724	16,605	16,069
<b>Total Expenditures</b>	<b>\$10,630,230</b>	<b>\$10,439,178</b>	<b>\$10,606,059</b>	<b>\$10,122,167</b>	<b>\$10,371,075</b>
<b>Expenditures By Funds</b>					
General Revenue	8,071,465	7,804,452	7,830,548	7,449,515	7,679,763
Federal Funds	678,704	714,339	766,793	728,805	800,576
Restricted Receipts	418,457	432,850	461,639	436,557	489,333
Other Funds	1,461,604	1,487,537	1,547,079	1,507,290	1,401,403
<b>Total Expenditures</b>	<b>\$10,630,230</b>	<b>\$10,439,178</b>	<b>\$10,606,059</b>	<b>\$10,122,167</b>	<b>\$10,371,075</b>

# Personnel

## Department Of Administration

### Human Resources

	Grade	FY 2015		FY 2016	
		FTE	Cost	FTE	Cost
<b>Classified</b>					
PERSONNEL ADMINISTRATOR	00146A	1.0	151,164	1.0	154,128
ASSOCIATE DIRECTOR (DHS) HUMAN RESOURCES	00043A	1.0	133,950	1.0	136,629
DIRECTOR OF HUMAN RESOURCES	00148A	1.0	128,141	1.0	135,443
DEPUTY PERSONNEL ADMINISTRATOR	00144A	4.0	511,237	3.0	412,159
HUMAN RESOURCES ADMINISTRATOR	00141A	2.0	239,283	2.0	243,998
HUMAN RESOURCES SUPERVISOR	00136A	2.0	198,793	2.0	202,694
CHIEF OF HUMAN RESOURCES	00138A	2.0	179,361	3.0	271,711
CHIEF OF EMPLOYEE BENEFITS	00139A	1.0	87,433	-	-
HUMAN RESOURCES COORDINATOR	00135A	7.0	608,084	8.0	693,586
SUPERVISOR PERSONNEL SUPPORT SERVICES	00128A	2.0	154,591	1.0	77,402
PROGRAMMING SERVICES OFFICER	00131A	3.0	230,497	2.0	165,672
BUSINESS MANAGEMENT OFFICER	00B26A	1.0	74,487	1.0	75,968
HUMAN RESOURCES ANALYST II (GENERAL)	00129A	2.0	148,777	2.0	152,712
HUMAN RESOURCES ANALYST III (LABOR	00133A	1.0	73,517	1.0	74,987
CHIEF IMPLEMENTATION AIDE	00128A	1.0	71,986	1.0	73,407
HUMAN RESOURCES ANALYST III (GENERAL)	00133A	8.0	571,155	7.0	527,852
CHIEF PROGRAM DEVELOPMENT	00134A	1.0	68,936	-	-
SENIOR ELECTRONIC COMPUTER PROGRAMMER	00126A	1.0	68,086	1.0	69,424
CHIEF IMPLEMENTATION AIDE	00328A	1.0	66,882	1.0	68,201
HUMAN RESOURCES ANALYST II (CLASSIF &	00129A	2.0	131,625	2.0	136,985
CHIEF EMPLOYEE RELATIONS OFFICER	00130A	3.0	188,455	2.0	133,063
HUMAN RESOURCES ANALYST I	00126A	7.0	416,249	7.0	430,680
SENIOR SYSTEMS ANALYST	00126A	1.0	55,726	-	-
ADMINISTRATIVE OFFICER	00124A	2.0	106,510	2.0	110,121
DATA ENTRY UNIT SUPERVISOR	00B21A	0.5	26,265	0.5	27,366
IMPLEMENTATION AIDE	00122A	3.0	154,352	3.0	159,273
HUMAN RESOURCES TECHNICIAN	00122A	33.0	1,662,883	33.0	1,711,016
EMPLOYEE BENEFITS SPECIALIST	00322A	3.0	142,293	-	-
EXECUTIVE ASSISTANT	00118A	1.0	41,911	3.0	123,143
PERSONNEL AIDE	00119A	2.0	79,542	1.0	42,693
SENIOR WORD PROCESSING TYPIST	00112A	1.0	36,077	1.0	36,798
ASSISTANT LABOR RELATIONS HEARING OFFICER	00132A	-	-	1.0	67,499
CHIEF OF HUMAN RESOURCES SERVICES	00133A	-	-	1.0	81,868
SUPERVISING EMPLOYEE RELATIONS OFFICER	00828A	-	-	1.0	80,212
<b>Subtotal</b>		<b>100.5</b>	<b>\$6,808,248</b>	<b>95.5</b>	<b>\$6,676,690</b>

# Personnel

## Department Of Administration Human Resources

	Grade	FY 2015		FY 2016	
		FTE	Cost	FTE	Cost
Overtime		-	79,892	-	55,639
Temporary and Seasonal		-	35,840	-	42,153
Turnover		-	(738,097)	-	(433,984)
<b>Subtotal</b>		-	<b>(\$622,365)</b>	-	<b>(\$336,192)</b>
<b>Total Salaries</b>		<b>100.5</b>	<b>\$6,185,883</b>	<b>95.5</b>	<b>\$6,340,498</b>
<b>Benefits</b>					
Payroll Accrual			38,926		35,582
FICA			455,891		472,124
Retiree Health			420,057		384,780
Health Benefits			1,012,832		1,063,264
Retirement			1,480,606		1,538,211
<b>Subtotal</b>			<b>\$3,408,312</b>		<b>\$3,493,961</b>
<b>Total Salaries and Benefits</b>		<b>100.5</b>	<b>\$9,594,195</b>	<b>95.5</b>	<b>\$9,834,459</b>
<b>Cost Per FTE Position (Excluding Temporary and Seasonal)</b>			<b>\$95,080</b>		<b>\$102,537</b>
<b>Statewide Benefit Assessment</b>			<b>\$263,327</b>		<b>\$268,430</b>
<b>Payroll Costs</b>		<b>100.5</b>	<b>\$9,857,522</b>	<b>95.5</b>	<b>\$10,102,889</b>
<b>Purchased Services</b>					
Management & Consultant Services			4,000		4,000
Other Contracts			410		-
<b>Subtotal</b>			<b>\$4,410</b>		<b>\$4,000</b>
<b>Total Personnel</b>		<b>100.5</b>	<b>\$9,861,932</b>	<b>95.5</b>	<b>\$10,106,889</b>
<b>Distribution By Source Of Funds</b>					
General Revenue		72.3	\$7,241,991	69.4	\$7,475,224
Federal Funds		7.7	\$710,515	7.8	\$782,974
Restricted Receipts		4.7	\$427,406	4.8	\$478,479
Other Funds		15.8	\$1,482,020	13.6	\$1,370,212
<b>Total All Funds</b>		<b>100.5</b>	<b>\$9,861,932</b>	<b>95.5</b>	<b>\$10,106,889</b>

# Performance Measures

## Department Of Administration Human Resources

### *Timeliness of Personnel Action Request (PAR) Processing*

Personnel Action Requests (PARs) are submitted by agency Directors to fill existing positions, create new positions, etc. The figures below represent the percentage of PARs processed within the target timeframe. In FY 2014, the target timeframe was reduced from 60 days to 20 days.

	2012	2013	2014	2015	2016
<b>Target</b>	--	90%	90%	90%	90%
<b>Actual</b>	--	82.6%	84.9%	--	--

Performance for this measure is reported by state fiscal year.

### *Timeliness of Desk Audits*

Employees who believe they are performing the duties of a different job classification than their own may request a desk audit. The figures below represent the percentage of desk audit requests reviewed, analyzed and issued a decision letter within 60 days.

	2012	2013	2014	2015	2016
<b>Target</b>	80%	50%	50%	50%	50%
<b>Actual</b>	71%	32.9%	13%	--	--

Performance for this measure is reported by state fiscal year.

### *Timeliness of Civil Service Examinations*

This measure provides an indication of the production timeline from the end of the civil service application period to the creation of a civil service list. The figures below represent the percentage of Civil Service Examinations completed within 120 days.

	2012	2013	2014	2015	2016
<b>Target</b>	90%	90%	90%	90%	90%
<b>Actual</b>	80%	87%	90%	--	--

Performance for this measure is reported by state fiscal year.



# The Program

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## Department Of Administration Personnel Appeal Board

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### **Program Mission**

To provide an impartial hearing process for appellants whose complaints fall under the jurisdiction of the board.

To develop policies and procedures to ensure that the board's obligations to appellants and agencies are discharged and that just decisions are rendered in accordance with the responsibility entrusted to the Personnel Appeal Board by law.

To develop a work calendar to ensure expeditious scheduling of hearings and rendering of judicious decisions.

### **Program Description**

The Personnel Appeal Board hears appeals: by any person with provisional, probationary, or permanent status in a position in the classified service aggrieved by an action of the Administrator of Adjudication for the Department of Administration on matters of personnel administration; by any person with provisional, probationary or permanent status in a position in the classified service who has been discharged, demoted, suspended or laid off by any appointing authority; by any person who holds the belief that he/she has been discriminated against because of his/her race, sex, age, physical handicap, or political or religious beliefs; by any person who, by the personnel policy of Rhode Island or by contractual agreement with Rhode Island, is vested with the right of appeal to the Personnel Appeal Board.

The Personnel Appeal Board consists of five qualified electors known to be in sympathy with the application of modern personnel practices, not more than three of whom shall be members of the same political party. The board shall elect one of its members chairperson.

The Personnel Appeal Board administers the Merit System Law governing appeals, maintenance of records, reviews, appeals from decisions rendered, and records of cases adjudicated prior to scheduling a public hearing. The board is authorized to require the attendance of witnesses by subpoena and acquire the production of books, papers and documents necessary at any hearing. Transcripts are available to all interested parties. Where permissible within the law, the board assists state personnel in the proper filings and processing of appeals.

### **Statutory History**

R.I.G.L. 36-3, sections 3 through 11 delineate the powers and duties of the Personnel Appeal Board.

# The Budget

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## Department Of Administration Personnel Appeal Board

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	<b>2013 Audited</b>	<b>2014 Audited</b>	<b>2015 Enacted</b>	<b>2015 Revised</b>	<b>2016 Recommend</b>
<b>Expenditures By Subprogram</b>					
Personnel Appeal Board	69,722	68,511	75,216	119,071	119,874
<b>Total Expenditures</b>	<b>\$69,722</b>	<b>\$68,511</b>	<b>\$75,216</b>	<b>\$119,071</b>	<b>\$119,874</b>
<b>Expenditures By Object</b>					
Personnel	68,736	67,469	73,944	117,771	118,574
Operating Supplies and Expenses	986	1,042	1,272	1,300	1,300
<b>Subtotal: Operating Expenditures</b>	<b>69,722</b>	<b>68,511</b>	<b>75,216</b>	<b>119,071</b>	<b>119,874</b>
<b>Total Expenditures</b>	<b>\$69,722</b>	<b>\$68,511</b>	<b>\$75,216</b>	<b>\$119,071</b>	<b>\$119,874</b>
<b>Expenditures By Funds</b>					
General Revenue	69,722	68,511	75,216	119,071	119,874
<b>Total Expenditures</b>	<b>\$69,722</b>	<b>\$68,511</b>	<b>\$75,216</b>	<b>\$119,071</b>	<b>\$119,874</b>

# Personnel

## Department Of Administration Personnel Appeal Board

	Grade	FY 2015		FY 2016	
		FTE	Cost	FTE	Cost
<b>Unclassified</b>					
MEMBER, PERSONNEL APPEAL BOARD	00541F	-	36,000	-	36,000
<b>Subtotal</b>		-	<b>\$36,000</b>	-	<b>\$36,000</b>
Cost Allocation from Other Programs		-	36,445	-	37,171
<b>Subtotal</b>		-	<b>\$36,445</b>	-	<b>\$37,171</b>
<b>Total Salaries</b>		-	<b>\$72,445</b>	-	<b>\$73,171</b>
<b>Benefits</b>					
Payroll Accrual			83		85
FICA			3,865		3,887
Retiree Health			984		892
Health Benefits			1,010		1,026
Retirement			3,547		3,664
<b>Subtotal</b>			<b>\$9,489</b>		<b>\$9,554</b>
<b>Total Salaries and Benefits</b>		-	<b>\$81,934</b>	-	<b>\$82,725</b>
<b>Cost Per FTE Position (Excluding Temporary and Seasonal)</b>			-		-
<b>Statewide Benefit Assessment</b>			<b>\$2,177</b>		<b>\$2,189</b>
<b>Payroll Costs</b>		-	<b>\$84,111</b>	-	<b>\$84,914</b>
<b>Purchased Services</b>					
Clerical and Temporary Services			3,060		3,060
Legal Services			30,600		30,600
<b>Subtotal</b>			<b>\$33,660</b>		<b>\$33,660</b>
<b>Total Personnel</b>		-	<b>\$117,771</b>	-	<b>\$118,574</b>
<b>Distribution By Source Of Funds</b>					
General Revenue		-	\$117,771	-	\$118,574
<b>Total All Funds</b>		-	<b>\$117,771</b>	-	<b>\$118,574</b>

# The Program

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## Department Of Administration Legal Services

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### **Program Mission**

To provide a centralized legal structure within the Executive Branch to manage, coordinate, maintain and provide in-house legal services and certain non-programmatic legal services, including developing various areas of legal expertise, templates, legal resources and knowledge to assist the legal divisions of the departments and agencies in the Executive branch.

To coordinate the hiring of outside legal counsel in the Executive Branch in an efficient manner.

To assign legal staff (attorneys, hearing officers, paralegals, legal assistants and support staff) in a manner that is appropriate for his/her level of expertise and experience to utilize legal resources in the most cost effective and efficient manner.

To represent the Department of Administration in litigation; provide legal risk management services; and provide a central hearing office for the department and other agencies upon request.

To standardize legal policies and procedures across the Executive Branch and reduce redundant legal processes and work to improve the efficiency and quality of legal services.

To coordinate and develop labor negotiation strategy on a statewide basis and represent the Executive Branch in all legal forums in all labor relations and employment law matters that have statewide impact.

To provide hearing officers for grievances and other administrative adjudication matters that are required by law, by conflict, or as needed, and requested by the Executive Branch.

### **Program Description**

The Division of Legal Services establishes, manages, coordinates, and maintains legal resources to support the Executive Branch. The mission of the Division is to provide proactive legal assistance to the various divisions within the Department of Administration and certain non-programmatic legal services within the Executive Branch to assist them in achieving their statutory goals and objectives. In addition, the Division manages, coordinates, and assists attorneys across all Executive Branch departments and agencies.

### **Statutory History**

On August 24, 2004 Governor Carcieri issued Executive Order 04-09 creating a Division of Legal Services within the Department of Administration. In addition, several of the departments and agencies have independent statutory authority to establish and maintain legal resources.

# The Budget

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## Department Of Administration Legal Services

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	2013 Audited	2014 Audited	2015 Enacted	2015 Revised	2016 Recommend
<b>Expenditures By Subprogram</b>					
Legal Services	2,028,387	2,389,419	2,039,872	2,143,176	2,166,696
<b>Total Expenditures</b>	<b>\$2,028,387</b>	<b>\$2,389,419</b>	<b>\$2,039,872</b>	<b>\$2,143,176</b>	<b>\$2,166,696</b>
<b>Expenditures By Object</b>					
Personnel	1,965,527	2,316,115	1,980,428	2,075,675	2,104,523
Operating Supplies and Expenses	49,151	70,831	56,101	63,990	58,830
Assistance and Grants	-	-	1,011	1,011	1,011
<b>Subtotal: Operating Expenditures</b>	<b>2,014,678</b>	<b>2,386,946</b>	<b>2,037,540</b>	<b>2,140,676</b>	<b>2,164,364</b>
Capital Purchases and Equipment	13,709	2,473	2,332	2,500	2,332
<b>Total Expenditures</b>	<b>\$2,028,387</b>	<b>\$2,389,419</b>	<b>\$2,039,872</b>	<b>\$2,143,176</b>	<b>\$2,166,696</b>
<b>Expenditures By Funds</b>					
General Revenue	2,028,387	2,389,419	2,039,872	2,143,176	2,166,696
<b>Total Expenditures</b>	<b>\$2,028,387</b>	<b>\$2,389,419</b>	<b>\$2,039,872</b>	<b>\$2,143,176</b>	<b>\$2,166,696</b>

# Personnel

## Department Of Administration Legal Services

	Grade	FY 2015		FY 2016	
		FTE	Cost	FTE	Cost
<b>Classified</b>					
ADMINISTRATIVE AND LEGAL SUPPORT SERVICES	00143A	1.0	130,467	1.0	137,424
ASSISTANT DIRECTOR FOR SPECIAL PROJECTS	00141A	1.0	105,327	1.0	107,433
ADMINISTRATOR ADJUDICATION	00140A	1.0	105,242	1.0	107,347
CHIEF LEGAL COUNSEL-STATE LABOR RELATIONS	00142A	1.0	104,948	1.0	107,047
CHIEF OF LEGAL SERVICES	00139A	2.0	208,025	2.0	212,122
LEGAL COUNSEL (MHRH)	00136A	1.0	102,987	1.0	104,958
DEPUTY CHIEF OF LEGAL SERVICES	00137A	2.0	180,711	2.0	184,253
SENIOR LEGAL COUNSEL	00134A	1.0	80,184	1.0	81,787
ASSISTANT LABOR RELATIONS HEARING OFFICER	00132A	1.0	75,350	1.0	76,834
LEGAL COUNSEL	00132A	1.6	113,020	1.6	114,130
IMPLEMENTATION AIDE	00122A	1.0	56,735	1.0	57,857
ADMINISTRATIVE OFFICER	00124A	1.0	51,108	1.0	52,598
EXECUTIVE ASSISTANT	00118A	1.0	41,538	1.0	43,283
SENIOR WORD PROCESSING TYPIST	00112A	1.0	36,077	1.0	36,798
<b>Subtotal</b>		<b>16.6</b>	<b>\$1,391,719</b>	<b>16.6</b>	<b>\$1,423,871</b>
Turnover		-	(194,007)	-	(96,537)
<b>Subtotal</b>		<b>-</b>	<b>(\$194,007)</b>	<b>-</b>	<b>(\$96,537)</b>
<b>Total Salaries</b>		<b>16.6</b>	<b>\$1,197,712</b>	<b>16.6</b>	<b>\$1,327,334</b>
<b>Benefits</b>					
Payroll Accrual			6,849		7,568
FICA			91,007		100,717
Retiree Health			80,848		79,639
Health Benefits			158,396		204,834
Retirement			291,402		327,055
<b>Subtotal</b>			<b>\$628,502</b>		<b>\$719,813</b>
<b>Total Salaries and Benefits</b>		<b>16.6</b>	<b>\$1,826,214</b>	<b>16.6</b>	<b>\$2,047,147</b>
<b>Cost Per FTE Position (Excluding Temporary and Seasonal)</b>			<b>\$110,013</b>		<b>\$123,322</b>
<b>Statewide Benefit Assessment</b>			<b>\$51,501</b>		<b>\$57,076</b>
<b>Payroll Costs</b>		<b>16.6</b>	<b>\$1,877,715</b>	<b>16.6</b>	<b>\$2,104,223</b>
<b>Purchased Services</b>					
Clerical and Temporary Services			200		200
Legal Services			197,660		-
Other Contracts			100		100
<b>Subtotal</b>			<b>\$197,960</b>		<b>\$300</b>
<b>Total Personnel</b>		<b>16.6</b>	<b>\$2,075,675</b>	<b>16.6</b>	<b>\$2,104,523</b>
<b>Distribution By Source Of Funds</b>					
General Revenue		16.6	\$2,075,675	16.6	\$2,104,523
<b>Total All Funds</b>		<b>16.6</b>	<b>\$2,075,675</b>	<b>16.6</b>	<b>\$2,104,523</b>

# The Program

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## Department Of Administration Facilities Management

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### **Program Mission**

To protect and preserve the State of Rhode Island's facility assets.

To provide a clean, safe, healthy and secure environment conducive to employee productivity.

### **Program Description**

The Division of Facilities Management provides maintenance and operations services at 140 buildings under the direct jurisdiction of the Department of Administration. This includes the buildings at the Capitol Hill Complex, Pastore Center, Zambarano Campus, Veteran's Home, Ladd Center, and numerous other state buildings throughout the State. In addition, the Division includes the State Fleet Operations, Environmental Compliance, Asset Protection, and Surplus Property.

The responsibility for building operations includes capital improvements, general maintenance, janitorial services, maintenance and operation of boilers and mechanical equipment, electrical power and distribution.

State Fleet maintains and operates 15 state fuel depots, administers the repair program for state vehicles, and administers the purchasing and disposal of state vehicles.

The Division also oversees environmental compliance of various state facilities and properties with environmental conditions that warrant remediation and/or permitting.

### **Statutory History**

Executive Order 04-04 establishes and defines the duties of the Division of Facilities Management.

R.I.G.L. 42-11-2 and Executive Order 86-15 establish the duties, authority and responsibilities of the property management and buildings and grounds functions. R.I.G.L. 42-11-2 establishes authority for the surplus state property program, the repair and operation of the State House, the State Office building and other premises, and control and supervision of the acquisition, operation, maintenance, repair and replacement of state-owned motor vehicles.

R.I.G.L. 42-56.2 establishes the Federal Surplus Property program.

# The Budget

## Department Of Administration Facilities Management

	2013 Audited	2014 Audited	2015 Enacted	2015 Revised	2016 Recommend
<b>Expenditures By Subprogram</b>					
Operations and Maintenance	6,558,736	8,186,446	6,889,992	8,527,628	8,119,073
Energy and Conservation	(640)	-	-	-	-
Facilities Centralization	27,113,008	28,164,937	28,840,270	29,556,158	29,562,152
<b>Total Expenditures</b>	<b>\$33,671,104</b>	<b>\$36,351,383</b>	<b>\$35,730,262</b>	<b>\$38,083,786</b>	<b>\$37,681,225</b>
<b>Expenditures By Object</b>					
Personnel	12,855,891	13,669,206	13,856,683	13,778,488	13,089,527
Operating Supplies and Expenses	20,727,781	22,543,377	21,859,017	24,292,448	24,578,997
Assistance and Grants	(640)	-	1,861	-	-
<b>Subtotal: Operating Expenditures</b>	<b>33,583,032</b>	<b>36,212,583</b>	<b>35,717,561</b>	<b>38,070,936</b>	<b>37,668,524</b>
Capital Purchases and Equipment	88,072	138,800	12,701	12,850	12,701
<b>Total Expenditures</b>	<b>\$33,671,104</b>	<b>\$36,351,383</b>	<b>\$35,730,262</b>	<b>\$38,083,786</b>	<b>\$37,681,225</b>
<b>Expenditures By Funds</b>					
General Revenue	29,029,397	31,068,323	30,790,738	32,561,441	32,172,352
Federal Funds	1,068,187	1,172,020	1,155,237	1,209,104	1,208,674
Restricted Receipts	416,083	350,944	462,262	381,019	376,880
Other Funds	3,157,437	3,760,096	3,322,025	3,932,222	3,923,319
<b>Total Expenditures</b>	<b>\$33,671,104</b>	<b>\$36,351,383</b>	<b>\$35,730,262</b>	<b>\$38,083,786</b>	<b>\$37,681,225</b>



# Personnel

## Department Of Administration Facilities Management

	Grade	FY 2015		FY 2016	
		FTE	Cost	FTE	Cost
<b>Classified</b>					
ASSOCIATE DIRECTOR OF ADMINISTRATION- IMPLEMENTATION DIRECTOR POLICY AND CHIEF PROPERTY MANAGEMENT	00147A	1.0	128,141	1.0	130,704
SUPERVISING ENVIRONMENTAL SCIENTIST	00140A	1.0	112,418	1.0	114,666
DEPUTY CHIEF DIVISION OF FACILITIES	00141A	2.0	195,128	2.0	203,763
SUPERVISOR OF OFFICE SERVICES (DLT)	00134A	1.0	91,190	1.0	96,135
PROJECT MANAGER I (DOA)	00137A	3.0	266,653	3.0	272,116
STATE BUILDING AND GROUNDS COORDINATOR	00131A	1.0	84,433	1.0	86,065
ASSISTANT STATE BUILDING AND GROUNDS BUILDING AND GROUNDS OFFICER	00137A	5.0	400,736	5.0	416,486
MECHANICAL AND ELECTRICAL SHOP SUPERVISOR	00132A	5.0	370,711	5.0	381,477
FEDERAL SURPLUS PROPERTY OFFICER	00330A	1.0	71,751	1.0	75,580
SUPERVISOR OF PAINTING PLASTERING MASONRY	00828A	5.0	349,875	5.0	359,858
WASTEWATER TREATMENT FACILITIES PROCESS	00326A	2.0	131,703	2.0	134,336
ASSISTANT BUILDING AND GROUNDS OFFICER	00826A	1.0	61,448	1.0	62,677
CHIEF IMPLEMENTATION AIDE	00323A	1.0	59,669	1.0	60,862
SUPERVISOR OF PLUMBING HEATING AND JUNIOR RESOURCE SPECIALIST	03124A	1.0	57,710	1.0	58,865
MAINTENANCE SUPERINTENDENT	00824A	4.0	230,003	4.0	203,034
OFFICE MANAGER	00128A	1.0	53,832	1.0	56,904
PLUMBER SUPERVISOR	00322A	1.0	52,631	1.0	53,683
BUILDING SUPERINTENDENT	00319A	1.0	51,242	1.0	52,258
HVAC SHOP SUPERVISOR	03124A	2.0	100,991	2.0	106,118
AUTOMOTIVE SERVICE SUPERVISOR	00322A	2.0	99,620	2.0	103,176
MASON SUPERVISOR	00123A	1.0	49,677	1.0	50,671
PAINTER SUPERVISOR	00320G	1.0	49,594	1.0	50,586
GROUND SUPERINTENDENT	00318A	1.0	49,362	1.0	50,349
IMPLEMENTATION AIDE	00320A	1.0	49,075	1.0	50,056
BUILDING MAINTENANCE SUPERVISOR	00318G	1.0	48,978	1.0	49,958
POWER PLANT OPERATOR	00318G	1.0	48,978	1.0	49,958
CHIEF POWER PLANT OPERATOR	00318G	1.0	48,978	1.0	49,958
SENIOR DRAFTPERSON	00317A	1.0	48,812	1.0	49,789
ASSISTANT BUSINESS MANAGEMENT OFFICER	00122A	1.0	47,991	1.0	51,036
ASSISTANT BUILDING AND GROUNDS OFFICER	00318G	1.0	47,958	1.0	48,917
ASSISTANT BUILDING AND GROUNDS OFFICER	03118A	5.0	233,352	5.0	238,937
BUILDING SUPERINTENDENT	00325A	1.0	46,600	1.0	48,316
SENIOR GARDENER	00323A	1.0	45,496	1.0	47,779
CLERK SECRETARY	00319A	1.0	45,405	1.0	46,313
STEAMFITTER	00124A	1.0	45,115	1.0	46,600
SENIOR JANITOR	00318G	1.0	44,896	1.0	45,794
BUILDING SUPERINTENDENT	00313G	1.0	44,622	1.0	45,515
PLUMBER	03116A	1.0	44,615	1.0	46,860
SENIOR MAINTENANCE TECHNICIAN	00314G	1.0	43,685	1.0	44,559
LOCKSMITH	00312A	1.0	43,397	1.0	44,265
BUILDING SYSTEMS TECHNICIAN	00818A	2.0	86,578	2.0	88,525
	00316G	1.0	43,086	1.0	43,948
	03114G	1.0	42,850	1.0	43,707
	00315A	1.0	42,564	1.0	43,415
	00317A	1.0	42,561	1.0	43,565

# Personnel

## Department Of Administration Facilities Management

	Grade	FY 2015		FY 2016	
		FTE	Cost	FTE	Cost
AUTOMOTIVE MECHANIC	00314G	1.0	41,786	1.0	42,622
CARPENTER	00314G	4.0	166,352	4.0	169,773
WASTEWATER TREATMENT FACILITIES PROCESS	03121A	1.0	40,827	1.0	41,643
ELECTRICIAN	00316G	4.0	162,553	4.0	165,803
SENIOR MAINTENANCE TECHNICIAN	00314G	12.0	487,410	12.0	497,334
LABORER SUPERVISOR	00313G	1.0	40,573	1.0	41,354
PRINCIPAL JANITOR	00315A	4.0	160,800	4.0	165,495
PAINTER	03114G	1.0	40,115	1.0	40,917
PUBLIC PROPERTIES OFFICER	00312G	1.0	39,709	1.0	40,473
LICENSED STEAMFITTER	00315G	1.0	38,315	1.0	39,565
SEMI-SKILLED LABORER	00310G	2.0	75,559	2.0	77,706
REFRIGERATION MECHANIC (LICENSED)	00316A	1.0	36,575	1.0	37,365
JANITOR	00309A	10.0	353,789	10.0	361,181
WASTEWATER TREATMENT FACILITIES OPERATOR	00314G	1.0	35,003	1.0	35,791
CLEANER (PUBLIC BUILDINGS)	00301W	1.5	31,374	1.5	31,890
<b>Subtotal</b>		<b>116.5</b>	<b>\$6,104,850</b>	<b>116.5</b>	<b>\$6,237,051</b>
Cost Allocation from Other Programs		-	244,093	-	249,013
Cost Allocation to Other Programs		-	(32,035)	-	(758,039)
Overtime		-	335,000	-	355,000
Turnover		-	(540,801)	-	(489,618)
<b>Subtotal</b>		<b>-</b>	<b>\$6,257</b>	<b>-</b>	<b>(\$643,644)</b>
<b>Total Salaries</b>		<b>116.5</b>	<b>\$6,111,107</b>	<b>116.5</b>	<b>\$5,593,407</b>
<b>Benefits</b>					
Payroll Accrual			33,050		29,875
Holiday			43,700		43,700
FICA			470,366		430,826
Retiree Health			397,327		322,832
Health Benefits			1,483,721		1,530,463
Retirement			1,421,868		1,308,588
<b>Subtotal</b>			<b>\$3,850,032</b>		<b>\$3,666,284</b>
<b>Total Salaries and Benefits</b>		<b>116.5</b>	<b>\$9,961,139</b>	<b>116.5</b>	<b>\$9,259,691</b>
<b>Cost Per FTE Position (Excluding Temporary and Seasonal)</b>			<b>\$85,503</b>		<b>\$79,482</b>
<b>Statewide Benefit Assessment</b>			<b>\$248,370</b>		<b>\$225,246</b>
<b>Payroll Costs</b>		<b>116.5</b>	<b>\$10,209,509</b>	<b>116.5</b>	<b>\$9,484,937</b>

# Personnel

## Department Of Administration Facilities Management

	Grade	FY 2015		FY 2016	
		FTE	Cost	FTE	Cost
<b>Purchased Services</b>					
Management & Consultant Services			2,655,999		2,715,760
Other Contracts			37,780		37,780
Buildings and Ground Maintenance			759,664		759,664
Training and Educational Services			153		153
Design and Engineering Services			89,482		89,482
Medical Services			25,901		1,749
<b>Subtotal</b>			<b>\$3,568,979</b>		<b>\$3,604,588</b>
<b>Total Personnel</b>		<b>116.5</b>	<b>\$13,778,488</b>	<b>116.5</b>	<b>\$13,089,527</b>
<b>Distribution By Source Of Funds</b>					
General Revenue		101.0	\$11,852,495	100.9	\$11,210,018
Federal Funds		3.4	\$426,045	3.4	\$415,761
Restricted Receipts		1.0	\$128,478	1.0	\$125,392
Other Funds		11.0	\$1,371,470	11.1	\$1,338,356
<b>Total All Funds</b>		<b>116.5</b>	<b>\$13,778,488</b>	<b>116.5</b>	<b>\$13,089,527</b>

# The Program

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## Department Of Administration Capital Projects and Property Management

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### **Program Mission**

To provide for quality construction and major renovation of State facilities; to assess the State's space needs for governmental activities, allocate space and develop a strategic plan for the use of capital assets; to facilitate services to the public by providing healthy, safe, secure and accessible service environments and employee workplaces; and to assure fairness, transparency and good value in developing and securing property for the State's use through lease or purchase.

### **Program Description**

The Division of Capital Projects and Property Management is responsible for the planning, design and construction of new state facilities and the major renovation of existing buildings. The Division conducts feasibility studies, hires architects, engineers and other design professionals, retain services of building contractors through state's purchasing bidding process, and oversees projects from design conception through turnover of building construction/renovation to the end user agency. It also solicits, negotiates and administers real estate purchases and/or leases. The Division conducts ongoing assessments of the State's space needs for governmental activities, allocates space and oversees capital planning and development

### **Statutory History**

Executive Order 04-04 establishes the Division of Capital Projects and Property Management.

# The Budget

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## Department Of Administration Capital Projects and Property Management

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	2013 Audited	2014 Audited	2015 Enacted	2015 Revised	2016 Recommend
<b>Expenditures By Subprogram</b>					
Capital Projects	1,213,517	1,324,739	1,252,875	1,268,795	4,204,980
<b>Total Expenditures</b>	<b>\$1,213,517</b>	<b>\$1,324,739</b>	<b>\$1,252,875</b>	<b>\$1,268,795</b>	<b>\$4,204,980</b>
<b>Expenditures By Object</b>					
Personnel	1,096,455	1,226,826	1,226,109	1,232,695	4,165,135
Operating Supplies and Expenses	80,337	97,913	21,766	31,100	34,845
<b>Subtotal: Operating Expenditures</b>	<b>1,176,792</b>	<b>1,324,739</b>	<b>1,247,875</b>	<b>1,263,795</b>	<b>4,199,980</b>
Capital Purchases and Equipment	36,725	-	5,000	5,000	5,000
<b>Total Expenditures</b>	<b>\$1,213,517</b>	<b>\$1,324,739</b>	<b>\$1,252,875</b>	<b>\$1,268,795</b>	<b>\$4,204,980</b>
<b>Expenditures By Funds</b>					
General Revenue	1,175,949	1,250,704	1,252,875	1,268,795	3,559,865
Federal Funds	37,568	74,035	-	-	21,955
Restricted Receipts	-	-	-	-	127,339
Other Funds	-	-	-	-	495,821
<b>Total Expenditures</b>	<b>\$1,213,517</b>	<b>\$1,324,739</b>	<b>\$1,252,875</b>	<b>\$1,268,795</b>	<b>\$4,204,980</b>

# Personnel

## Department Of Administration Capital Projects and Property Management

	Grade	FY 2015		FY 2016	
		FTE	Cost	FTE	Cost
<b>Classified</b>					
ASSOCIATE DIRECTOR OF ADMINISTRATION-	00147A	1.0	156,073	1.0	159,148
DEPUTY CHIEF DIVISION OF FACILITIES	00137A	1.0	103,544	1.0	105,586
CHIEF PROPERTY MANAGEMENT	00141A	1.0	96,570	1.0	102,316
PROJECT MANAGER I (DOA)	00139A	1.0	87,288	1.0	92,854
ARCHITECT BUILDING COMMISSION	00335A	1.0	81,639	1.0	83,272
STATE BUILDING AND GROUNDS COORDINATOR	00132A	1.0	74,211	1.0	75,695
CHIEF IMPLEMENTATION AIDE	00128A <sup>8</sup>	1.0	72,890	2.0	136,334
ARCHITECT	00332A	1.0	69,660	1.0	71,053
FISCAL MANAGEMENT OFFICER	00B26A	1.0	64,723	1.0	64,723
BUYER I (DOA/OP)	00324A <sup>7</sup>	-	-	1.0	47,253
<b>Subtotal</b>		<b>9.0</b>	<b>\$806,598</b>	<b>11.0</b>	<b>\$938,234</b>
Cost Allocation from Other Programs		-	-	-	725,363
Cost Allocation to Other Programs		-	(43,734)	-	(37,171)
Interdepartmental Transfer		-	-	-	958,191
Turnover		-	-	-	(14,241)
<b>Subtotal</b>		<b>-</b>	<b>(\$43,734)</b>	<b>-</b>	<b>\$1,632,142</b>
<b>Total Salaries</b>		<b>9.0</b>	<b>\$762,864</b>	<b>11.0</b>	<b>\$2,570,376</b>
<b>Benefits</b>					
Payroll Accrual			4,354		14,705
FICA			56,153		196,099
Retiree Health			51,493		155,560
Health Benefits			124,925		463,604
Retirement			185,604		638,307
<b>Subtotal</b>			<b>\$422,529</b>		<b>\$1,468,275</b>
<b>Total Salaries and Benefits</b>		<b>9.0</b>	<b>\$1,185,393</b>	<b>11.0</b>	<b>\$4,038,651</b>
<b>Cost Per FTE Position (Excluding Temporary and Seasonal)</b>			<b>\$131,710</b>		<b>\$367,150</b>
<b>Statewide Benefit Assessment</b>			<b>\$32,802</b>		<b>\$111,485</b>
<b>Payroll Costs</b>		<b>9.0</b>	<b>\$1,218,195</b>	<b>11.0</b>	<b>\$4,150,136</b>

# Personnel

## Department Of Administration Capital Projects and Property Management

	Grade	FY 2015		FY 2016	
		FTE	Cost	FTE	Cost
<b>Purchased Services</b>					
Clerical and Temporary Services			3,000		3,000
Other Contracts			1,500		2,000
Design and Engineering Services			10,000		10,000
<b>Subtotal</b>			<b>\$14,500</b>		<b>\$15,000</b>
<b>Total Personnel</b>		<b>9.0</b>	<b>\$1,232,695</b>	<b>11.0</b>	<b>\$4,165,135</b>
<b>Distribution By Source Of Funds</b>					
General Revenue		9.0	\$1,232,695	11.0	\$3,520,020
Federal Funds		-	-	-	\$21,955
Restricted Receipts		-	-	-	\$127,339
Other Funds		-	-	-	\$495,821
<b>Total All Funds</b>		<b>9.0</b>	<b>\$1,232,695</b>	<b>11.0</b>	<b>\$4,165,135</b>

*7 For FY 2016, new 1.0 Buyer position to support Capital Consolidation.*

*8 For FY 2016, new 1.0 Chief Implementation Aide position to support Capital Consolidation.*

# Performance Measures

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## Department Of Administration Capital Projects and Property Management

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### *Final Project Cost Relative to Allocated Budget*

The Division of Capital Projects and Property Management strives to complete state capital projects on time and on budget. The figures below represent the cumulative ratio of actual costs associated with performing design and construction relative to projects' approved budgets.

	2012	2013	2014	2015	2016
<b>Target</b>	100%	100%	90%	90%	90%
<b>Actual</b>	100%	96%	96%	--	--

Performance for this measure is reported by state fiscal year.

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### *Timeliness of Project Completion*

The Division of Capital Projects and Property Management strives to complete state capital projects on time and on budget. The figures below represent the percentage of projects completed on time.

	2012	2013	2014	2015	2016
<b>Target</b>	100%	100%	100%	100%	100%
<b>Actual</b>	100%	100%	100%	--	--

Performance for this measure is reported by state fiscal year.

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# The Program

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## Department Of Administration Information Technology

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### **Program Mission**

Maintain and improve information technology (IT) services to executive branch departments and agencies, including technical support to end users and networks, help desk services, application development, and delivery and maintenance.

Continue the integration of all executive branch agency and departmental IT organizations into the Information Technology program, including personnel and hardware consolidation.

Continue the implementation of the approved statewide-integrated financial management system.

Maintain and test disaster recovery capability for Rhode Island's critical systems.

Further expand and improve e-government services through Rhode Island's portal, RI.gov.

Continue to expand and improve technology advancements by performing a migration from Novell Netware to a Windows Active Directory infrastructure, increase virtualized server capacity, implement E-licensing initiatives, and consolidate the email infrastructure to a single mail system throughout the Executive Branch agencies.

Provide state agencies and departments with improved transparency and clarity in their services through refinement of the cost allocation process.

### **Program Description**

The Division of Information Technology, headed by the state's Chief Information Officer (CIO), is responsible for oversight, coordination, and development of information technology (IT) resources within the executive branch of state government.

The Division defines and maintains the architectural standards for hardware, software, networks and services that guide the State's investments in IT. The Division defines and enforces statewide policies and procedures pertaining to project management, operations and the effective use of security of IT resources.

The Division is responsible for planning IT investments and activities throughout the executive branch departments and agencies.

### **Statutory History**

Executive Order 04-06 establishes and defines the duties and responsibilities of the Division of Information Technology (DoIT) within the Department of Administration.

# The Budget

## Department Of Administration Information Technology

	2013 Audited	2014 Audited	2015 Enacted	2015 Revised	2016 Recommend
<b>Expenditures By Subprogram</b>					
Executive Director-CIO	380,922	337,688	389,500	398,452	406,308
Information Technology	4,814,142	5,195,281	4,750,596	14,346,263	9,224,034
IT Centralization	25,918,456	26,218,727	28,669,197	27,635,765	28,656,513
<b>Total Expenditures</b>	<b>\$31,113,520</b>	<b>\$31,751,696</b>	<b>\$33,809,293</b>	<b>\$42,380,480</b>	<b>\$38,286,855</b>
<b>Expenditures By Object</b>					
Personnel	23,450,074	23,582,382	24,353,051	24,305,652	25,320,288
Operating Supplies and Expenses	5,816,774	6,263,236	6,374,763	5,451,465	5,498,977
Assistance and Grants	-	-	1,102	500	500
<b>Subtotal: Operating Expenditures</b>	<b>29,266,848</b>	<b>29,845,618</b>	<b>30,728,916</b>	<b>29,757,617</b>	<b>30,819,765</b>
Capital Purchases and Equipment	1,846,672	1,906,078	3,080,377	12,622,863	7,467,090
<b>Total Expenditures</b>	<b>\$31,113,520</b>	<b>\$31,751,696</b>	<b>\$33,809,293</b>	<b>\$42,380,480</b>	<b>\$38,286,855</b>
<b>Expenditures By Funds</b>					
General Revenue	19,827,162	18,828,798	19,377,273	19,484,626	20,201,589
Federal Funds	6,186,936	5,821,317	6,631,482	6,546,637	6,746,649
Restricted Receipts	2,509,563	4,536,068	4,099,027	13,617,613	8,509,460
Other Funds	2,589,859	2,565,513	3,701,511	2,731,604	2,829,157
<b>Total Expenditures</b>	<b>\$31,113,520</b>	<b>\$31,751,696</b>	<b>\$33,809,293</b>	<b>\$42,380,480</b>	<b>\$38,286,855</b>

# Personnel

## Department Of Administration Information Technology

	Grade	FY 2015		FY 2016	
		FTE	Cost	FTE	Cost
<b>Classified</b>					
ENTERPRISE RESOURCE MANAGER (ORACLE ERP)	00142A	1.0	126,615	1.0	129,134
ASSISTANT DIRECTOR CENTRAL INFORMATION	00143A	3.0	373,668	3.0	381,065
ASSISTANT DIRECTOR FOR SPECIAL PROJECTS	00141A	4.0	457,849	4.0	467,053
INFORMATION SYSTEMS GROUP COORDINATOR	00138A	1.0	106,352	1.0	108,464
ADMINISTRATOR MANAGEMENT INFORMATION	00140A	12.0	1,240,870	12.0	1,281,576
TECHNICAL SUPPORT MANAGER (DOS/MVS)	00138A	2.0	205,357	2.0	209,449
TECHNICAL SUPPORT MANAGER	00138A	6.0	595,907	6.0	607,611
SUPERVISOR OF FISCAL SERVICES (DEPT OF	00136A	1.0	98,570	1.0	100,541
PROGRAMMER/ANALYST III (ORACLE)	00835A	1.0	97,579	1.0	99,484
TECHNICAL SUPPORT SPECIALIST III	00035A	1.0	96,122	1.0	97,948
WEB DEVELOPMENT MANAGER	00135A	1.0	95,771	1.0	97,671
PROGRAMMER/ANALYST MANAGER	00138A	7.0	669,120	7.0	683,696
PROGRAMMER/ANALYST III (UNIX/SQL)	00035A	1.0	93,413	1.0	95,239
PROGRAMMER/ANALYST III (ORACLE)	02835A	1.0	93,358	1.0	95,177
TECHNICAL SUPPORT SPECIALIST III	00335A	2.0	185,326	2.0	188,942
SYSTEMS ADMINISTRATOR (MHRH)	00139A	5.0	452,051	5.0	473,092
TECHNICAL SUPPORT SPECIALIST II (OS	00A32A	1.0	90,279	1.0	92,040
PROGRAMMER/ANALYST III (UNIX/SQL)	00135A	2.0	179,885	2.0	183,449
TECHNICAL SUPPORT SPECIALIST III (DOS/MVS)	00135A	2.0	178,186	2.0	181,750
PROGRAMMER/ANALYST III (COBOL/CICS)	00835A	8.0	700,700	8.0	714,497
PROGRAMMER/ANALYST III (UNIX/SQL)	00835A	9.0	778,182	9.0	793,400
TECHNICAL SUPPORT SPECIALIST II	00032A	3.0	256,943	3.0	261,972
ENTERPRISE RESOURCE ADMINISTRATOR	00040A	1.0	85,550	1.0	88,760
PROGRAMMER/ANALYST II (UNIX/SQL)	00132A	1.0	84,612	1.0	86,273
PROGRAMMER/ANALYST II (ORACLE)	00332A	1.0	84,168	1.0	85,805
PRINCIPAL PROGRAMMER/ANALYST (OIP)	00331A	1.0	83,541	1.0	85,152
STATEWIDE INFORMATION TECHNOLOGY	00135A	1.0	83,153	1.0	84,817
PROGRAMMER/ANALYST II (ADABAS/NATURAL)	00332A	2.0	165,441	2.0	168,750
PROGRAMMER/ANALYST II (ORACLE)	00032A	1.0	82,572	1.0	84,201
TECHNICAL SUPPORT SPECIALIST III	00135A	13.0	1,067,109	13.0	1,093,708
TECHNICAL SUPPORT SPECIALIST II (OS	00332A	2.0	161,324	2.0	164,529
PROGRAMMER/ANALYST II (UNIX/SQL)	00332A	11.0	877,334	11.0	894,574
TECHNICAL SUPPORT SPECIALIST II (DOS/MVS)	00332A	2.0	158,839	2.0	161,905
PROGRAMMER/ANALYST II (COBOL/CICS)	00332A	4.0	312,119	4.0	318,284
PROGRAMMER/ANALYST I (ADABAS/NATURAL)	00A28A	1.0	77,846	1.0	79,353
PRINCIPAL ENVIRONMENTAL PLANNER	00329A	1.0	76,681	1.0	78,176
TECHNICAL SUPPORT SPECIALIST II	00332A	17.0	1,286,299	17.0	1,322,533
PROGRAMMER/ANALYST II (ORACLE)	00132A	3.0	225,375	3.0	229,828
TECHNICAL SUPPORT SPECIALIST II	00132A	3.0	223,423	3.0	227,821
CHIEF IMPLEMENTATION AIDE	00128A	2.0	144,524	2.0	143,579
ASSISTANT SUPERVISOR COMPUTER OPERATIONS	00327A	2.0	138,680	2.0	141,392
TECHNICAL SUPPORT SPECIALIST I	00128A	1.0	69,082	1.0	70,412
PROGRAMMER/ANALYST I (COBOL/CICS)	00328A	3.0	200,602	3.0	206,440
SUPERVISOR COMPUTER OPERATIONS	00328A	2.0	130,230	2.0	132,808
NETWORK TECHNICIAN SPECIALIST (OIP)	00130A	0.5	31,327	0.5	31,855

# Personnel

## Department Of Administration Information Technology

	Grade	FY 2015		FY 2016	
		FTE	Cost	FTE	Cost
PROGRAMMER/ANALYST I (UNIX/SQL)	00328A	6.0	371,308	6.0	415,858
ASSISTANT SUPERVISOR COMPUTER OPERATIONS	00827A	2.0	118,185	2.0	120,369
PROGRAMMER/ANALYST I (ORACLE)	00328A	1.0	58,405	1.0	61,148
PRINCIPAL SYSTEMS ANALYST	00329A	1.0	57,980	1.0	61,341
PRINCIPAL SYSTEMS ANALYST	00B29A	1.0	56,787	1.0	59,197
SYSTEMS SUPPORT TECHNICIAN III	00324A	2.0	113,554	2.0	115,795
TECHNICAL SUPPORT SPECIALIST I	00328A	2.0	112,904	2.0	115,608
JUNIOR ELECTRONIC COMPUTER PROGRAMMER	00320A	1.0	53,611	1.0	54,659
SYSTEMS SUPPORT TECHNICIAN II	00321A	12.0	583,555	12.0	596,186
SENIOR COMPUTER OPERATOR (OIP)	00322A	4.0	190,776	4.0	194,539
RECORDS ANALYST	00324A	1.0	46,488	1.0	48,952
SYSTEMS SUPPORT TECHNICIAN I	00318A	2.0	83,193	2.0	85,733
COMPUTER OPERATOR (OIP)	00316A	4.0	151,102	4.0	156,926
<b>Subtotal</b>		<b>188.5</b>	<b>\$15,019,782</b>	<b>188.5</b>	<b>\$15,410,516</b>
<b>Unclassified</b>					
CHIEF INFORMATION OFFICER	00848A	1.0	142,407	1.0	145,256
ASSOCIATE EXECUTIVE ASSISTANT	00826A	1.0	63,631	1.0	64,903
<b>Subtotal</b>		<b>2.0</b>	<b>\$206,038</b>	<b>2.0</b>	<b>\$210,159</b>
Cost Allocation from Other Programs		-	42,391	-	43,223
Cost Allocation to Other Programs		-	(109,650)	-	-
Interdepartmental Transfer		-	24,684	-	25,167
Overtime		-	360,400	-	360,400
Turnover		-	(913,220)	-	(864,244)
<b>Subtotal</b>		<b>-</b>	<b>(\$595,395)</b>	<b>-</b>	<b>(\$435,454)</b>
<b>Total Salaries</b>		<b>190.5</b>	<b>\$14,630,425</b>	<b>190.5</b>	<b>\$15,185,221</b>
<b>Benefits</b>					
Payroll Accrual			81,897		84,686
Holiday			24,660		22,517
FICA			1,119,667		1,159,026
Retiree Health			973,018		896,340
Health Benefits			2,154,731		2,464,893
Retirement			3,483,481		3,653,783
<b>Subtotal</b>			<b>\$7,837,454</b>		<b>\$8,281,245</b>
<b>Total Salaries and Benefits</b>		<b>190.5</b>	<b>\$22,467,879</b>	<b>190.5</b>	<b>\$23,466,466</b>
<b>Cost Per FTE Position (Excluding Temporary and Seasonal)</b>			<b>\$117,940</b>		<b>\$123,182</b>
<b>Statewide Benefit Assessment</b>			<b>\$615,656</b>		<b>\$637,627</b>
<b>Payroll Costs</b>		<b>190.5</b>	<b>\$23,083,535</b>	<b>190.5</b>	<b>\$24,104,093</b>

# Personnel

## Department Of Administration Information Technology

	Grade	FY 2015		FY 2016	
		FTE	Cost	FTE	Cost
<b>Purchased Services</b>					
Information Technology			1,206,827		1,197,090
Clerical and Temporary Services			1,463		1,463
Other Contracts			13,826		13,826
<b>Subtotal</b>			<b>\$1,222,116</b>		<b>\$1,212,379</b>
<b>Total Personnel</b>		<b>190.5</b>	<b>\$24,305,652</b>	<b>190.5</b>	<b>\$25,320,288</b>
<b>Distribution By Source Of Funds</b>					
General Revenue		122.4	\$15,630,691	122.4	\$16,312,403
Federal Funds		42.7	\$5,533,265	42.7	\$5,733,098
Restricted Receipts		6.8	\$848,570	6.8	\$884,491
Other Funds		18.5	\$2,293,126	18.5	\$2,390,296
<b>Total All Funds</b>		<b>190.5</b>	<b>\$24,305,652</b>	<b>190.5</b>	<b>\$25,320,288</b>

# Performance Measures

## Department Of Administration Information Technology

### *Timeliness of Severe-Priority Service Ticket Assignment*

It is the goal of the Division of Information Technology (DoIT) to provide responsive customer service to all customers using its services. The figures below represent the percentage of severe-priority tickets that are assigned a technician within ten minutes during business hours and within 30 minutes after business hours.

	2012	2013	2014	2015	2016
<b>Target</b>	--	90%	90%	90%	90%
<b>Actual</b>	--	97.7%	98%	--	--

Performance for this measure is reported by state fiscal year.

### *Timeliness of Severe-Priority Service Ticket Resolution*

The figures below represent the percentage of severe-priority tickets that are resolved within eight business hours.

	2012	2013	2014	2015	2016
<b>Target</b>	--	90%	90%	90%	90%
<b>Actual</b>	--	100%	95%	--	--

Performance for this measure is reported by state fiscal year.

### *State Mainframe Availability*

DoIT aims to provide consistent, sustained mainframe system availability for critical State applications, which serve most agencies throughout the state. The figures below represent the percentage of time the State's mainframe has been available for critical State applications.

	2012	2013	2014	2015	2016
<b>Target</b>	--	99%	99%	99%	99%
<b>Actual</b>	99.7%	99.7%	99.7%	--	--

Performance for this measure is reported by state fiscal year.

### *Unscheduled Mainframe Downtime*

DoIT seeks to avoid unscheduled downtime of the State Mainframe because unavailability can be disruptive to State operations. The figures below represent the percentage of time that the mainframe computer system was unavailable due to unscheduled maintenance (any figure above zero percent indicates unscheduled downtime).

	2012	2013	2014	2015	2016
<b>Target</b>	0%	0%	0%	0%	0%
<b>Actual</b>	0%	0%	0%	--	--

Performance for this measure is reported by state fiscal year.

# The Program

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## Department Of Administration Library and Information Services

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### **Program Mission**

Enforce public library and library network standards and exercise general coordination and supervision over interlibrary cooperation and resource sharing in the state, including interlibrary loan and delivery.

Distribute state funds for public library development, interlibrary cooperation, and resource sharing in accordance with law and regulation of the library board.

Give assistance, advice, continuing education, and counsel to public libraries and to participants in interlibrary cooperation and resource sharing activities.

Maintain and develop the Library of Rhode Island Network.

Promote library development statewide by providing for various state and federal grant programs to public and institutional libraries, including funds distributed under the federal Library Services and Technology Act.

Provide library services to individuals with disabilities through the Talking Books Plus program, including the RI Regional Library for the Blind and Physically Handicapped of the Library of Congress National Library Service.

Provide for statewide reference service through online services of "AskRI".

Coordinate with all other state departments and agencies in the provision of library services to state government and to the public.

### **Program Description**

The Office of Library and Information Services, under the direction of the Chief of Library Services, ensures the maintenance and improvement of library and information services to the residents of the state through the development of interlibrary collaboration and resource sharing, provision of services to RI public, academic, health sciences, school and special libraries and their librarians, and the provision of library services to individuals on a statewide scale.

### **Statutory History**

RIGL 29-3.1 establishes the statutory basis for the Office of Library and Information Services.

# The Budget

## Department Of Administration Library and Information Services

	2013 Audited	2014 Audited	2015 Enacted	2015 Revised	2016 Recommend
<b>Expenditures By Subprogram</b>					
Library Services	1,989,098	2,112,021	2,066,684	2,136,544	2,118,428
<b>Total Expenditures</b>	<b>\$1,989,098</b>	<b>\$2,112,021</b>	<b>\$2,066,684</b>	<b>\$2,136,544</b>	<b>\$2,118,428</b>
<b>Expenditures By Object</b>					
Personnel	1,388,204	1,266,685	1,306,394	1,301,947	1,399,569
Operating Supplies and Expenses	531,730	613,557	723,290	722,241	711,859
Assistance and Grants	49,708	228,992	30,000	105,356	-
Aid to Local Units of Government	11,700	-	-	-	-
<b>Subtotal: Operating Expenditures</b>	<b>1,981,342</b>	<b>2,109,234</b>	<b>2,059,684</b>	<b>2,129,544</b>	<b>2,111,428</b>
Capital Purchases and Equipment	7,756	2,787	7,000	7,000	7,000
<b>Total Expenditures</b>	<b>\$1,989,098</b>	<b>\$2,112,021</b>	<b>\$2,066,684</b>	<b>\$2,136,544</b>	<b>\$2,118,428</b>
<b>Expenditures By Funds</b>					
General Revenue	956,299	972,214	881,464	877,370	913,995
Federal Funds	1,031,105	1,139,113	1,184,567	1,258,994	1,204,253
Restricted Receipts	1,694	694	653	180	180
<b>Total Expenditures</b>	<b>\$1,989,098</b>	<b>\$2,112,021</b>	<b>\$2,066,684</b>	<b>\$2,136,544</b>	<b>\$2,118,428</b>



# Personnel

## Department Of Administration Library and Information Services

	Grade	FY 2015		FY 2016	
		FTE	Cost	FTE	Cost
<b>Classified</b>					
CHIEF OF LIBRARY SERVICES	00143A	1.0	116,056	1.0	123,002
LIBRARY PROGRAM MANAGER I	00137A	2.0	187,168	2.0	190,912
LIBRARY PROGRAM SPECIALIST III	0AB32A	4.0	317,983	4.0	326,549
LIBRARY PROGRAM SPECIALIST II	0AB28A	1.0	68,581	1.0	76,110
LIBRARY PROGRAM SPECIALIST I	0AB24A	1.0	51,690	1.0	52,723
INFORMATION SERVICES TECHNICIAN II	0AB20A	3.0	140,056	3.0	144,250
ASSISTANT ADMINISTRATIVE OFFICER	0AB21A	1.0	42,707	1.0	44,659
<b>Subtotal</b>		<b>13.0</b>	<b>\$924,241</b>	<b>13.0</b>	<b>\$958,205</b>
Turnover		-	(119,254)	-	(95,456)
<b>Subtotal</b>		<b>-</b>	<b>(\$119,254)</b>	<b>-</b>	<b>(\$95,456)</b>
<b>Total Salaries</b>		<b>13.0</b>	<b>\$804,987</b>	<b>13.0</b>	<b>\$862,749</b>
<b>Benefits</b>					
Payroll Accrual			4,606		4,921
FICA			61,582		66,004
Retiree Health			54,337		49,766
Health Benefits			115,964		136,454
Retirement			195,855		212,577
<b>Subtotal</b>			<b>\$432,344</b>		<b>\$469,722</b>
<b>Total Salaries and Benefits</b>		<b>13.0</b>	<b>\$1,237,331</b>	<b>13.0</b>	<b>\$1,332,471</b>
<b>Cost Per FTE Position (Excluding Temporary and Seasonal)</b>			<b>\$95,179</b>		<b>\$102,498</b>
<b>Statewide Benefit Assessment</b>			<b>\$34,616</b>		<b>\$37,098</b>
<b>Payroll Costs</b>		<b>13.0</b>	<b>\$1,271,947</b>	<b>13.0</b>	<b>\$1,369,569</b>
<b>Purchased Services</b>					
Training and Educational Services			30,000		30,000
<b>Subtotal</b>			<b>\$30,000</b>		<b>\$30,000</b>
<b>Total Personnel</b>		<b>13.0</b>	<b>\$1,301,947</b>	<b>13.0</b>	<b>\$1,399,569</b>
<b>Distribution By Source Of Funds</b>					
General Revenue		7.0	\$658,582	7.0	\$696,030
Federal Funds		6.0	\$643,365	6.0	\$703,539
<b>Total All Funds</b>		<b>13.0</b>	<b>\$1,301,947</b>	<b>13.0</b>	<b>\$1,399,569</b>

# Performance Measures

## Department Of Administration Office of Library and Information Services

### *Talking Books Plus Circulation*

Talking Books Plus provides books and magazines in audio and Braille formats to individuals who cannot read traditional print materials. Audio materials are available on cassette, digital cartridge or via online download. The service is transitioning from analog to digital formats, resulting in fewer titles being available during the transition and challenges for users in using the new digital technology (users of the service tend to be elderly and less familiar with digital technology). Following the transition, more materials should be more easily available to users, who often have no other source for reading materials. The figures below represent the number of items circulated by the Regional Library for the Blind and Physically Handicapped (Talking Books Plus).

	2012	2013	2014	2015	2016
<b>Target</b>	--	53,388	54,456	54,456	56,600
<b>Actual</b>	57,843	53,092	54,930	--	--

Performance for this measure is reported by state fiscal year.

### *Library of Rhode Island Delivery System*

The Library of Rhode Island (LORI) network enables over 200 public, academic, school and special libraries to share materials via LORI delivery. Rhode Islanders have access to materials in all member libraries and can request delivery of items to their local library. Sharing materials between libraries saves money for libraries while providing library users with access to more materials. A new delivery contract in 2012 reduced delivery stops and implemented other changes to make the system more efficient without increasing costs for the state. The figures below represent the number of items transported by the Library of Rhode Island Delivery System.

	2012	2013	2014	2015	2016
<b>Target</b>	--	2,569,096	2,494,592	2,389,662	2,082,528
<b>Actual</b>	2,645,825	2,451,775	2,335,525	--	--

Performance for this measure is reported by state fiscal year.

### *Office of Library and Information Services (OLIS) Continuing Education*

OLIS provides Continuing Education classes to enable librarians and library staff to keep up-to-date on library trends, service, and procedures. Classes are open to librarians from public, academic, school and special libraries. Knowledgeable library staff are better able to serve the people of their community and curate the materials held at their libraries. The figures below represent the number of OLIS Continuing Education attendees.

	2012	2013	2014	2015	2016
<b>Target</b>	--	812	725	550	400
<b>Actual</b>	899	534	879	--	--

Performance for this measure is reported by state fiscal year.

# The Program

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## Department Of Administration Planning

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### **Program Mission**

To administer technical and financial assistance to and supervise selected activities of cities and towns in organization, planning, and management; to prepare, maintain, and encourage implementation of strategic plans and the State Guide Plan; to coordinate activities among state agencies, political subdivisions and private partners pertaining to housing, community development, and economic development; and to adopt policies and administer programs designed to address State and local community development needs, including the need for adequate, safe and affordable housing.

### **Program Description**

The Division of Planning is comprised of four subprograms: Statewide Planning, Strategic Planning and Economic Development, Housing & Community Development, and the Water Resources Board.

Statewide Planning is responsible for preparing, adopting, and amending strategic plans for the physical, economic, and social development of the state. It also includes the State Planning Council, which is comprised of state and local government officials, public members, and federal officials in an advisory capacity and serves as the State's Metropolitan Planning Organization responsible for the planning and prioritizing of state and federal transportation funding.

Strategic Planning and Economic Development is involved in all major interest areas using policy analysis and the planning process to prepare issue briefs and draft strategic plans that address current topics of special interest. It also is responsible for the development of the Comprehensive Economic Development Strategy (CEDS) and receives support from the federal Economic Development Administration.

Housing and Community Development is comprised of the Housing Resources Commission (HRC) and the Office of Community Development, which administers the federal Community Development Block (CDBG) Grant and related programs. The HRC provides opportunities for healthy and affordable housing through production, lead hazard mitigation and the coordination of the homeless system and implementation of the state's plan to end homelessness. The HRC is responsible for the disbursement of a new rental assistance program, which will provide housing to homeless individuals and families by non-profit homeless service providers. For FY 2016, the Office of Housing and Community Development is moved to the Executive Office of Commerce.

The Water Resources Board (WRB) is the State's water supply agency responsible for the proper use, development, protection and conservation of the State's water resources. The WRB manages the planning and development of the twenty nine major water supply systems and manages the Big River Management Area, the State's primary water resource reservation area. The WRB also performs scientific research and capital projects required to fulfill its mission.

### **Statutory History**

R.I.G.L. 42-11 includes provisions relative to the division of planning. Other legal references are provided in Titles 1, 16, 22, 23, 34, 35, 37, 42, 44, 45 and 46.

# The Budget

## Department Of Administration Planning

	2013 Audited	2014 Audited	2015 Enacted	2015 Revised	2016 Recommend
<b>Expenditures By Subprogram</b>					
Statewide Planning	3,863,397	4,334,157	5,507,150	6,447,120	5,644,655
Housing and Comm. Development	12,598,621	10,143,471	15,384,764	21,580,523	-
<b>Total Expenditures</b>	<b>\$16,462,018</b>	<b>\$14,477,628</b>	<b>\$20,891,914</b>	<b>\$28,027,643</b>	<b>\$5,644,655</b>
<b>Expenditures By Object</b>					
Personnel	3,911,748	4,747,172	5,450,613	5,661,359	3,878,868
Operating Supplies and Expenses	117,940	151,031	151,963	164,366	100,534
Assistance and Grants	12,411,587	9,560,105	15,275,785	22,188,365	1,654,200
<b>Subtotal: Operating Expenditures</b>	<b>16,441,275</b>	<b>14,458,308</b>	<b>20,878,361</b>	<b>28,014,090</b>	<b>5,633,602</b>
Capital Purchases and Equipment	20,743	19,320	13,553	13,553	11,053
<b>Total Expenditures</b>	<b>\$16,462,018</b>	<b>\$14,477,628</b>	<b>\$20,891,914</b>	<b>\$28,027,643</b>	<b>\$5,644,655</b>
<b>Expenditures By Funds</b>					
General Revenue	3,603,425	4,349,466	1,922,778	1,941,364	1,316,146
Federal Funds	10,629,212	8,295,245	12,561,957	19,292,684	1,073,871
Restricted Receipts	-	-	3,400,000	3,400,000	-
Operating Transfers from Other Funds	2,229,381	1,832,917	3,007,179	3,393,595	3,254,638
<b>Total Expenditures</b>	<b>\$16,462,018</b>	<b>\$14,477,628</b>	<b>\$20,891,914</b>	<b>\$28,027,643</b>	<b>\$5,644,655</b>

# Personnel

## Department Of Administration Planning

	Grade	FY 2015		FY 2016	
		FTE	Cost	FTE	Cost
<b>Classified</b>					
ASSOCIATE DIRECTOR, DIVISION OF PLANNING	00144A	1.0	119,937	1.0	122,334
CHIEF OFFICE OF HOUSING AND COMMUNITY	00138A	1.0	103,403	-	-
STAFF DIRECTOR (WATER RESOURCES BOARD)	00137A	1.0	97,691	1.0	99,562
CHIEF OFFICE OF SYSTEMS PLANNING	00138A	1.0	88,003	1.0	89,763
ASSISTANT CHIEF OF PLANNING	00137A	1.0	85,077	1.0	86,778
SUPERVISING CIVIL ENGINEER (WATER	00135A	1.0	75,037	1.0	78,190
SUPERVISING PLANNER	00831A	5.0	367,816	5.0	376,924
PRINCIPAL PLANNER	03529A	1.0	72,393	-	-
SUPERVISING GEOGRAPHIC INFORMATION	00132A	1.0	70,677	1.0	72,092
PROGRAMMING SERVICES OFFICER	00131A	2.0	140,296	-	-
SUPERVISOR LOCAL GOVERNMENT ASSISTANCE	00133A	1.0	66,444	-	-
GEOGRAPHIC INFORMATION SYSTEM SPECIALIST II	00328A	1.0	65,945	1.0	67,264
HOUSING COMMISSION COORDINATOR	00128A	3.0	196,481	-	-
PRINCIPAL PLANNER	00829A	10.0	616,016	8.0	511,787
FISCAL MANAGEMENT OFFICER	00B26A	1.0	61,395	1.0	62,968
SENIOR PLANNER	00326A	2.0	119,066	2.0	121,270
PRINCIPAL RESEARCH TECHNICIAN	00827A	1.0	54,931	1.0	58,825
INFORMATION SERVICES TECHNICIAN II	0AB20A	1.0	54,134	1.0	55,204
EXECUTIVE ASSISTANT	00118A	2.0	81,332	1.0	44,202
<b>Subtotal</b>		<b>37.0</b>	<b>\$2,536,074</b>	<b>26.0</b>	<b>\$1,847,163</b>
<b>Unclassified</b>					
GENERAL MANAGER (RI WATER RESOURCES	00839A	1.0	107,574	1.0	109,686
<b>Subtotal</b>		<b>1.0</b>	<b>\$107,574</b>	<b>1.0</b>	<b>\$109,686</b>
Cost Allocation from Other Programs		-	38,958	-	13,239
Turnover		-	(268,448)	-	(261,551)
<b>Subtotal</b>		<b>-</b>	<b>(\$229,490)</b>	<b>-</b>	<b>(\$248,312)</b>
<b>Total Salaries</b>		<b>38.0</b>	<b>\$2,414,158</b>	<b>27.0</b>	<b>\$1,708,537</b>
<b>Benefits</b>					
Payroll Accrual			13,811		9,747
FICA			184,683		130,701
Retiree Health			162,960		102,512
Health Benefits			357,407		276,413
Retirement			590,024		421,290
<b>Subtotal</b>			<b>\$1,308,885</b>		<b>\$940,663</b>
<b>Total Salaries and Benefits</b>		<b>38.0</b>	<b>\$3,723,043</b>	<b>27.0</b>	<b>\$2,649,200</b>
<b>Cost Per FTE Position (Excluding Temporary and Seasonal)</b>			<b>\$97,975</b>		<b>\$98,119</b>
<b>Statewide Benefit Assessment</b>			<b>\$103,809</b>		<b>\$73,468</b>
<b>Payroll Costs</b>		<b>38.0</b>	<b>\$3,826,852</b>	<b>27.0</b>	<b>\$2,722,668</b>

# Personnel

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## Department Of Administration Planning

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	Grade	FY 2015		FY 2016	
		FTE	Cost	FTE	Cost
<b>Purchased Services</b>					
Management & Consultant Services			1,756,632		1,101,200
Design and Engineering Services			77,875		55,000
<b>Subtotal</b>			<b>\$1,834,507</b>		<b>\$1,156,200</b>
<b>Total Personnel</b>		<b>38.0</b>	<b>\$5,661,359</b>	<b>27.0</b>	<b>\$3,878,868</b>
<b>Distribution By Source Of Funds</b>					
General Revenue		15.0	\$1,661,459	11.2	\$1,267,495
Federal Funds		11.0	\$1,720,193	4.9	\$412,909
Operating Transfers from Other Funds		12.1	\$2,279,707	11.0	\$2,198,464
<b>Total All Funds</b>		<b>38.0</b>	<b>\$5,661,359</b>	<b>27.0</b>	<b>\$3,878,868</b>

# Performance Measures

## Department Of Administration Planning

### *State Guide Plan Upkeep*

The figures below represent the percentage of State Guide Plan Elements that have been adopted, updated or otherwise amended within the past 10 years.

	2012	2013	2014	2015	2016
<b>Target</b>	--	100%	100%	100%	100%
<b>Actual</b>	--	42%	46%	--	--

Performance for this measure is reported by state fiscal year.

### *Municipal Comprehensive Plan Approval*

The figures below represent the percentage of Municipal Comprehensive Plan submissions that either receive or are eligible for State approval at conclusion of the Statewide Planning Program review process. This measure reflects the Statewide Planning Program's effectiveness in aligning State and local development plans.

	2012	2013	2014	2015	2016
<b>Target</b>	--	100%	100%	100%	100%
<b>Actual</b>	--	81%	100%	--	--

Performance for this measure is reported by state fiscal year.

### *Long-Term Homelessness*

The State Office of Housing and Community Development (OHCD) is working to implement "Opening Doors Rhode Island," the State's plan to reduce and end homelessness. The figures below represent the number of people considered chronically homeless. [Note: In 2014, OHCD revised its estimates of the number of chronically homeless individuals. The figures below represent the state fiscal year quarterly average of chronically homeless persons.]

	2012	2013	2014	2015	2016
<b>Target</b>	406	343	250	250	250
<b>Actual</b>	427	459	505	--	--

Performance for this measure is reported by calendar year.

# The Program

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## Department Of Administration Personnel and Operational Reforms

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### **Program Mission**

To address funding requirements associated with personnel or pension-related reforms.

### **Program Description**

The Governor's recommended budget includes legislative proposals to provide state government with greater flexibility in hiring and managing personnel. The Department of Administration expects to negotiate with representatives of state employees to achieve costs savings in personnel costs and address structural challenges facing the state. The Governor also recommends operational reforms to promote more efficiencies in state government and provide savings in FY 2016. These initiatives are identified below:

The Division of Purchases, with support of the Bureau of Audits and contracted service providers, will survey existing state contracts to recoup costs -- particularly in the areas of commodities and deliverable-based contracts.

The Office of Energy Resources will establish a competitive procurement program for the state's electricity supply. OER expects additional savings may be attained through energy efficiency efforts.

The Division of Information Technology will conduct a review of state printing to reduce the number of office printers and to encourage the use of managed printing services when practical.

The Division of Information Technology will conduct a review of office phone services to identify unused and underused telephone lines. The review will also survey office teleconferencing and videoconferencing capabilities to encourage remote-access meetings instead of offsite meetings that require travel and mileage reimbursement.

The Governor's budget proposes eliminating public notice requirements for print media and to develop an online portal for public notices to promote transparency and to reach a broader audience.

### **Statutory History**

The Governor recommends these proposals as part of the FY 2016 Appropriations Act.



# The Budget

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## Department Of Administration Personnel and Operational Reforms

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	2013 Audited	2014 Audited	2015 Enacted	2015 Revised	2016 Recommend
<b>Expenditures By Subprogram</b>					
Reduction in Force Savings	-	-	-	-	(25,325,000)
Pension Reform	635,708	-	-	-	-
<b>Total Expenditures</b>	<b>\$635,708</b>	-	-	-	<b>(\$25,325,000)</b>
<b>Expenditures By Object</b>					
Personnel	635,708	-	-	-	(22,000,000)
Operating Supplies and Expenses	-	-	-	-	(3,325,000)
<b>Subtotal: Operating Expenditures</b>	<b>635,708</b>	-	-	-	<b>(25,325,000)</b>
<b>Total Expenditures</b>	<b>\$635,708</b>	-	-	-	<b>(\$25,325,000)</b>
<b>Expenditures By Funds</b>					
General Revenue	635,708	-	-	-	(25,325,000)
<b>Total Expenditures</b>	<b>\$635,708</b>	-	-	-	<b>(\$25,325,000)</b>

# Personnel

## Department Of Administration Personnel and Operational Reforms

	Grade	FY 2015		FY 2016	
		FTE	Cost	FTE	Cost
Classified		-	-	-	(13,927,919)
<b>Subtotal</b>		-	-	-	<b>(\$13,927,919)</b>
<b>Total Salaries</b>		-	-	-	<b>(\$13,927,919)</b>
<b>Benefits</b>					
Payroll Accrual			-		(79,909)
FICA			-		(1,052,314)
Retiree Health			-		(704,899)
Health Benefits			-		(2,819,924)
Retirement			-		(2,854,439)
<b>Subtotal</b>			-		<b>(\$7,511,485)</b>
<b>Total Salaries and Benefits</b>		-	-	-	<b>(\$21,439,404)</b>
<b>Cost Per FTE Position (Excluding Temporary and Seasonal)</b>			-		-
<b>Statewide Benefit Assessment</b>			-		<b>(\$560,596)</b>
<b>Payroll Costs</b>		-	-	-	<b>(\$22,000,000)</b>
<b>Total Personnel</b>		-	-	-	<b>(\$22,000,000)</b>
<b>Distribution By Source Of Funds</b>					
General Revenue		-	-	-	(\$22,000,000)
<b>Total All Funds</b>		-	-	-	<b>(\$22,000,000)</b>

# The Program

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## Department Of Administration Energy Resources

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### **Program Mission**

The program's mission is to work closely with private and public stakeholders to increase the reliability and security of the State's energy supply, reduce energy costs and mitigate price volatility for consumers, strategically diversify the state's energy supply portfolio, create new opportunities in the local clean energy economy, and improve the state's quality of life and environment.

The program also maintains a data-driven State Energy Plan that provides a long-term, comprehensive and cost-effective energy strategy for Rhode Island across all sectors – electricity, thermal, and transportation, and which provides informed policy guidance for lawmakers and other stakeholders. The program offers technical assistance and funding opportunities that support the deployment of cost-effective, clean energy solutions and a local clean energy economy, and to make these opportunities available to residents, businesses, and municipalities.

### **Program Description**

The Rhode Island Office of Energy Resources (OER) provides comprehensive and integrated development, administration, and oversight of energy policies, plans, and programs that meet state and federal mandates, while advancing Rhode Island's energy, economic and environmental goals.

The OER works at the municipal, state, regional and national levels to align energy policies and programs with Rhode Island's long-term energy goals, and to help ensure that end-use consumers – including Rhode Island residents, businesses, and municipalities – can depend upon an affordable, reliable, diverse, and environmentally-sustainable energy system and supply.

The OER works closely with, and provides administrative support for, the EERMC, which provides publicly-accountable ratepayer oversight of energy efficiency programs consistent with the state's least cost procurement mandates. The OER works closely with, and provides administrative support for, the DG Board, which provides publicly-accountable ratepayer oversight of the state's primary renewable energy promotion program for homeowners, businesses and municipalities under the state's renewable energy growth mandates. The OER Commissioner serves as the executive secretary and executive director of the DG Board. The OER also serves on the Renewable Energy Coordinating Board (RECB), which promotes coordination of renewable energy programs in the state. The RECB includes the directors/administrators of the OER, the Department of Administration, the Department of Environmental Management and the Coastal Resource Management Council. The Board receives assistance from a fifteen (15) member Advisory Council.

The OER is also responsible for applying for and administering applicable federal energy grants.

### **Statutory History**

The OER was created in 2006 to consolidate energy policies of state government. The Office of Energy Resources objectives expanded in 2012 as outlined in RIGL §23-82-6, 39-1-27.7 through 10, and 42-140.1. The Energy Efficiency and Resource Management Council was established pursuant to RIGL §42-140.1. The Distributed Generation Board was established pursuant to RIGL §39-26.2-10. The Renewable Energy Coordinating Board was established pursuant to RIGL §42-140.3.

# The Budget

## Department Of Administration Energy Resources

	2013 Audited	2014 Audited	2015 Enacted	2015 Revised	2016 Recommend
<b>Expenditures By Subprogram</b>					
Energy Resources	3,971,692	10,279,806	5,740,201	10,839,223	10,601,458
<b>Total Expenditures</b>	<b>\$3,971,692</b>	<b>\$10,279,806</b>	<b>\$5,740,201</b>	<b>\$10,839,223</b>	<b>\$10,601,458</b>
<b>Expenditures By Object</b>					
Personnel	880,846	1,352,351	1,387,916	1,510,112	1,739,564
Operating Supplies and Expenses	68,130	(556,634)	46,916	88,283	69,158
Assistance and Grants	2,763,079	9,332,290	4,295,869	9,235,044	8,786,952
<b>Subtotal: Operating Expenditures</b>	<b>3,712,055</b>	<b>10,128,007</b>	<b>5,730,701</b>	<b>10,833,439</b>	<b>10,595,674</b>
Capital Purchases and Equipment	259,637	89,416	9,500	5,784	5,784
Operating Transfers	-	62,383	-	-	-
<b>Total Expenditures</b>	<b>\$3,971,692</b>	<b>\$10,279,806</b>	<b>\$5,740,201</b>	<b>\$10,839,223</b>	<b>\$10,601,458</b>
<b>Expenditures By Funds</b>					
General Revenue	43,671	151,232	-	-	-
Federal Funds	3,716,619	5,390,933	524,775	616,443	406,587
Restricted Receipts	211,402	4,737,641	5,215,426	10,222,780	10,194,871
<b>Total Expenditures</b>	<b>\$3,971,692</b>	<b>\$10,279,806</b>	<b>\$5,740,201</b>	<b>\$10,839,223</b>	<b>\$10,601,458</b>

# Personnel

## Department Of Administration Energy Resources

	Grade	FY 2015		FY 2016	
		FTE	Cost	FTE	Cost
<b>Classified</b>					
ADMINISTRATOR, OPERATIONS MANAGEMENT	00141A	1.0	110,053	1.0	112,159
INTERDEPARTMENTAL PROJECT MANAGER	00139A	1.0	103,532	1.0	130,480
ADMINISTRATOR, FINANCIAL MANAGEMENT	00137A	1.0	99,965	1.0	101,964
CHIEF PROGRAM DEVELOPMENT	00134A	3.0	209,726	4.0	285,869
PROGRAMMING SERVICES OFFICER	00131A	2.0	127,317	2.0	135,612
<b>Subtotal</b>		<b>8.0</b>	<b>\$650,593</b>	<b>9.0</b>	<b>\$766,084</b>
<b>Unclassified</b>					
COMMISSIONER OF ENERGY RESOURCES	00843A	1.0	130,664	1.0	138,736
EXECUTIVE SECRETARY	04623A	1.0	60,770	1.0	61,985
<b>Subtotal</b>		<b>2.0</b>	<b>\$191,434</b>	<b>2.0</b>	<b>\$200,721</b>
Turnover		-	(3,037)	-	-
<b>Subtotal</b>		-	<b>(\$3,037)</b>	-	-
<b>Total Salaries</b>		<b>10.0</b>	<b>\$838,990</b>	<b>11.0</b>	<b>\$966,805</b>
<b>Benefits</b>					
Payroll Accrual			4,689		5,398
FICA			63,554		73,054
Retiree Health			55,323		56,822
Health Benefits			97,904		128,986
Retirement			201,224		235,347
<b>Subtotal</b>			<b>\$422,694</b>		<b>\$499,607</b>
<b>Total Salaries and Benefits</b>		<b>10.0</b>	<b>\$1,261,684</b>	<b>11.0</b>	<b>\$1,466,412</b>
<b>Cost Per FTE Position (Excluding Temporary and Seasonal)</b>			<b>\$126,168</b>		<b>\$133,919</b>
<b>Statewide Benefit Assessment</b>			<b>\$35,244</b>		<b>\$40,721</b>
<b>Payroll Costs</b>		<b>10.0</b>	<b>\$1,296,928</b>	<b>11.0</b>	<b>\$1,507,133</b>
<b>Purchased Services</b>					
Clerical and Temporary Services			163,643		182,890
Management & Consultant Services			41,073		41,073
Other Contracts			8,468		8,468
<b>Subtotal</b>			<b>\$213,184</b>		<b>\$232,431</b>
<b>Total Personnel</b>		<b>10.0</b>	<b>\$1,510,112</b>	<b>11.0</b>	<b>\$1,739,564</b>
<b>Distribution By Source Of Funds</b>					
Federal Funds		2.8	\$376,246	2.1	\$298,094
Restricted Receipts		7.2	\$1,133,866	8.9	\$1,441,470
<b>Total All Funds</b>		<b>10.0</b>	<b>\$1,510,112</b>	<b>11.0</b>	<b>\$1,739,564</b>

# The Program

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Department Of Administration

Construction Permitting, Approvals and Licensing

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## **Program Mission**

To provide for quality construction in all buildings by the adoption of a statewide model and uniform building codes, as well as utilizing licensed and registered contractors. To protect the public from unscrupulous building contractors and regulating the industry in order to assure fairness, safety and transparency. Develop and administer a comprehensive fire code for the State of Rhode Island.

## **Program Description**

Building Code Commission is responsible for adopting, promulgating, and administering a state building code for the purpose of regulating the design, construction, and use of buildings or structures. The Commission oversees the approval of state projects for conformance to ADA and accessibility standards and building codes. The commission conducts a variety of training programs for code officials and building trade's people.

Contractors' Registration and Licensing Board provides a dispute resolution process that criminally prosecutes cases when not resolved through the Attorney General's Office in District Court. The Board establishes standards and enforces the rules and regulations enacted.

Fire Code Board of Appeal and Review adopts fire safety codes, provides hearings for code appeals and disseminates training and technical assistance to local governmental authorities.

## **Statutory History**

RIGL 5-65-15.1 establishes the duties, authority and responsibility of the State Building Commission. RIGL 23-27.3-100 et. al. establishes statutory provisions used in conjunction with additional regulations and administrative provisions contained within the individual codes.

RIGL 5-65 et. El., establishes and sets the legislative operating authority for the Contractors' Registration and Licensing Board. Chapter 5-73 sets regulations and the Boards authority over roofing contractors. Chapter 5-65.1 regulates Home Inspectors, which falls under the jurisdiction of the Board; and Chapter 5-65.2 governs the well drillers.

RIGL 23-28.3-1 governs the Fire Code Board of Appeal and Review.

# The Budget

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## Department Of Administration Construction Permitting, Approvals and Licensing

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	2013 Audited	2014 Audited	2015 Enacted	2015 Revised	2016 Recommend
<b>Expenditures By Subprogram</b>					
Operations	2,521,818	2,618,051	2,823,428	2,772,832	3,024,913
<b>Total Expenditures</b>	<b>\$2,521,818</b>	<b>\$2,618,051</b>	<b>\$2,823,428</b>	<b>\$2,772,832</b>	<b>\$3,024,913</b>
<b>Expenditures By Object</b>					
Personnel	2,374,940	2,418,049	2,633,718	2,571,511	2,719,738
Operating Supplies and Expenses	112,913	151,838	169,710	181,321	285,175
<b>Subtotal: Operating Expenditures</b>	<b>2,487,853</b>	<b>2,569,887</b>	<b>2,803,428</b>	<b>2,752,832</b>	<b>3,004,913</b>
Capital Purchases and Equipment	33,965	48,164	20,000	20,000	20,000
<b>Total Expenditures</b>	<b>\$2,521,818</b>	<b>\$2,618,051</b>	<b>\$2,823,428</b>	<b>\$2,772,832</b>	<b>\$3,024,913</b>
<b>Expenditures By Funds</b>					
General Revenue	1,373,232	1,361,902	1,483,525	1,424,628	1,615,416
Restricted Receipts	1,148,586	1,256,149	1,339,903	1,348,204	1,409,497
<b>Total Expenditures</b>	<b>\$2,521,818</b>	<b>\$2,618,051</b>	<b>\$2,823,428</b>	<b>\$2,772,832</b>	<b>\$3,024,913</b>

# Personnel

## Department Of Administration

### Construction Permitting, Approvals and Licensing

	Grade	FY 2015		FY 2016	
		FTE	Cost	FTE	Cost
<b>Classified</b>					
STATE BUILDING CODE COMMISSIONER	00142A	1.0	104,948	1.0	107,047
EXECUTIVE DIRECTOR CONTRACTORS'	00837A	1.0	103,047	1.0	105,094
SUPERVISING CIVIL ENGINEER	00335A	1.0	93,348	1.0	95,175
HEARING OFFICER CONTRACTORS' REGISTRATION	00334A	1.0	90,288	1.0	92,051
EXECUTIVE DIRECTOR FIRE SAFETY CODE OF	03640A	1.0	89,795	1.0	94,334
ARCHITECT BUILDING COMMISSION	00335A <sup>9</sup>	2.0	175,512	3.0	250,676
CHIEF STATE BUILDING CODE OFFICIAL	00332A	1.0	77,358	1.0	78,891
PRINCIPAL STATE BUILDING CODE OFFICIAL	00331A	3.0	230,815	3.0	235,381
PRINCIPAL STATE BUILDING CODE OFFICIAL	00331A	1.0	70,506	1.0	71,916
SENIOR STATE BUILDING CODE OFFICIAL	00328A	3.0	172,701	3.0	180,435
IMPLEMENTATION AIDE	00322A	2.0	109,711	2.0	112,590
SYSTEMS SUPPORT TECHNICIAN I	00318A	1.0	49,026	1.0	49,992
LICENSING AIDE	00315A	2.0	92,373	2.0	94,211
ENFORCEMENT AIDE	00319A	2.0	91,962	2.0	94,000
<b>Subtotal</b>		<b>22.0</b>	<b>\$1,551,390</b>	<b>23.0</b>	<b>\$1,661,793</b>
<b>Unclassified</b>					
ASSISTANT ADMINISTRATIVE OFFICER	04521A	1.0	47,529	1.0	48,480
ADMINISTRATIVE AIDE	04514A	1.0	39,849	1.0	40,646
<b>Subtotal</b>		<b>2.0</b>	<b>\$87,378</b>	<b>2.0</b>	<b>\$89,126</b>
Cost Allocation from Other Programs		-	7,289	-	-
Turnover		-	(47,489)	-	(71,703)
<b>Subtotal</b>		<b>-</b>	<b>(\$40,200)</b>	<b>-</b>	<b>(\$71,703)</b>
<b>Total Salaries</b>		<b>24.0</b>	<b>\$1,598,568</b>	<b>25.0</b>	<b>\$1,679,216</b>
<b>Benefits</b>					
Payroll Accrual			9,144		9,578
FICA			122,290		128,462
Retiree Health			107,903		100,754
Health Benefits			266,717		306,442
Retirement			393,550		418,480
<b>Subtotal</b>			<b>\$899,604</b>		<b>\$963,716</b>
<b>Total Salaries and Benefits</b>		<b>24.0</b>	<b>\$2,498,172</b>	<b>25.0</b>	<b>\$2,642,932</b>
<b>Cost Per FTE Position (Excluding Temporary and Seasonal)</b>			<b>\$104,091</b>		<b>\$105,717</b>
<b>Statewide Benefit Assessment</b>			<b>\$68,739</b>		<b>\$72,206</b>
<b>Payroll Costs</b>		<b>24.0</b>	<b>\$2,566,911</b>	<b>25.0</b>	<b>\$2,715,138</b>



# Personnel

## Department Of Administration

### Construction Permitting, Approvals and Licensing

	Grade	FY 2015		FY 2016	
		FTE	Cost	FTE	Cost
<b>Purchased Services</b>					
Clerical and Temporary Services			4,600		4,600
<b>Subtotal</b>			<b>\$4,600</b>		<b>\$4,600</b>
<b>Total Personnel</b>		<b>24.0</b>	<b>\$2,571,511</b>	<b>25.0</b>	<b>\$2,719,738</b>
<b>Distribution By Source Of Funds</b>					
General Revenue		12.0	\$1,342,938	13.0	\$1,431,799
Restricted Receipts		12.0	\$1,228,573	12.0	\$1,287,939
<b>Total All Funds</b>		<b>24.0</b>	<b>\$2,571,511</b>	<b>25.0</b>	<b>\$2,719,738</b>

*9 FY 2016, includes 1.0 new Architect Building Commission FTE position.*

# The Program

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Department Of Administration

Rhode Island Health Benefits Exchange (HealthSource RI)

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## **Program Mission**

The Rhode Island Health Benefits Exchange, branded "HealthSource RI," serves two important purposes. First, to negotiate for high quality, affordable health insurance options on behalf of small businesses and individuals (in order to promote the health of all Rhode Islanders). Second, to be a robust resource for all Rhode Islanders and Rhode Island businesses to learn about and compare the quality and affordability of their health insurance options, enroll in coverage and, if eligible, access Medicaid or federal tax subsidies for coverage.

## **Program Description**

HealthSource RI (HSRI) seeks to improve the health of Rhode Islanders by adhering to its mission statement and fulfilling its statutory charge to carry out the requirements of the federal Patient Protection and Affordable Care Act (ACA). The following are key programmatic components considered by the HSRI to best exemplify the goals and values of the organization:

- 1.HSRI will be a place to compare and buy health insurance.
- 2.HSRI will work closely with small employers to provide new and beneficial health insurance options.
- 3.HSRI will be a reliable and trusted source of healthcare information for all constituents.

## **Statutory History**

The Patient Protection and Affordable Care Act (Pub. Law 111-148) (the "ACA") provides for the establishment of a Health Benefits Exchange by each State. The Rhode Island Health Benefits Exchange was established on September 19, 2011 by Executive Order 11-09.

# The Budget

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## Department Of Administration Rhode Island Health Benefits Exchange (HealthSource RI)

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	2013 Audited	2014 Audited	2015 Enacted	2015 Revised	2016 Recommend
<b>Expenditures By Subprogram</b>					
Operations	21,811,292	47,348,145	23,433,222	52,502,050	30,926,620
<b>Total Expenditures</b>	<b>\$21,811,292</b>	<b>\$47,348,145</b>	<b>\$23,433,222</b>	<b>\$52,502,050</b>	<b>\$30,926,620</b>
<b>Expenditures By Object</b>					
Personnel	20,495,069	46,221,399	22,389,546	51,862,388	30,290,028
Operating Supplies and Expenses	42,394	1,081,594	1,043,676	618,331	605,870
<b>Subtotal: Operating Expenditures</b>	<b>20,537,463</b>	<b>47,302,993</b>	<b>23,433,222</b>	<b>52,480,719</b>	<b>30,895,898</b>
Capital Purchases and Equipment	1,273,829	45,152	-	21,331	30,722
<b>Total Expenditures</b>	<b>\$21,811,292</b>	<b>\$47,348,145</b>	<b>\$23,433,222</b>	<b>\$52,502,050</b>	<b>\$30,926,620</b>
<b>Expenditures By Funds</b>					
Federal Funds	21,811,292	47,348,145	23,433,222	52,502,050	24,746,063
Restricted Receipts	-	-	-	-	6,180,557
<b>Total Expenditures</b>	<b>\$21,811,292</b>	<b>\$47,348,145</b>	<b>\$23,433,222</b>	<b>\$52,502,050</b>	<b>\$30,926,620</b>

# Personnel

## Department Of Administration

### Rhode Island Health Benefits Exchange (HealthSource RI)

	Grade	FY 2015		FY 2016	
		FTE	Cost	FTE	Cost
<b>Classified</b>					
IMPLEMENTATION DIRECTOR POLICY AND ASSISTANT DIRECTOR FOR SPECIAL PROJECTS	00140A	1.0	96,000	1.0	98,880
ASSOCIATE DIRECTOR (FINANCIAL MANAGEMENT)	00144A	2.0	178,812	2.0	186,865
CHIEF OF LEGAL SERVICES	00139A	1.0	80,336	1.0	81,943
COMMUNITY LIAISON/RELATIONS COORDINATOR	00135A	1.0	73,812	1.0	78,715
ASSISTANT ADMINISTRATOR, FINANCIAL	00134A	1.0	69,739	1.0	73,735
PRINCIPAL HUMAN SERVICES POLICY AND CHIEF IMPLEMENTATION AIDE	00130A	1.0	55,000	1.0	56,650
ADMINISTRATOR MANAGEMENT INFORMATION	00140A <sup>11</sup>	-	-	1.0	85,328
<b>Subtotal</b>		<b>9.0</b>	<b>\$696,298</b>	<b>10.0</b>	<b>\$811,264</b>
<b>Unclassified</b>					
ADMINISTRATIVE ASSISTANT (GOVERNOR'S)	00323A <sup>10</sup>	-	-	1.0	52,178
CHIEF STRATEGIC PLANNING MONITORING AND DEPUTY DIRECTOR	08343A <sup>12</sup>	-	-	2.0	216,300
DIRECTOR (GOVERNOR'S OFFICE)	08347A <sup>13</sup>	-	-	1.0	152,574
SENIOR POLICY ANALYST (GOVERNOR'S OFFICE)	00901F <sup>14</sup>	-	-	1.0	146,260
	08330A <sup>15</sup>	-	-	1.0	83,476
<b>Subtotal</b>		<b>-</b>	<b>-</b>	<b>6.0</b>	<b>\$650,788</b>
Cost Allocation from Other Programs		-	114,361	-	-
Interdepartmental Transfer		-	825,743	-	-
Turnover		-	(718,420)	-	-
<b>Subtotal</b>		<b>-</b>	<b>\$221,684</b>	<b>-</b>	<b>-</b>
<b>Total Salaries</b>		<b>9.0</b>	<b>\$917,982</b>	<b>16.0</b>	<b>\$1,462,052</b>
<b>Benefits</b>					
Payroll Accrual			5,241		8,081
FICA			67,947		106,768
Retiree Health			61,180		86,795
Health Benefits			160,763		271,775
Retirement			223,668		353,773
<b>Subtotal</b>			<b>\$518,799</b>		<b>\$827,192</b>
<b>Total Salaries and Benefits</b>		<b>9.0</b>	<b>\$1,436,781</b>	<b>16.0</b>	<b>\$2,289,244</b>
<b>Cost Per FTE Position (Excluding Temporary and Seasonal)</b>			<b>\$159,642</b>		<b>\$142,944</b>
<b>Statewide Benefit Assessment</b>			<b>\$39,473</b>		<b>\$61,782</b>
<b>Payroll Costs</b>		<b>9.0</b>	<b>\$1,476,254</b>	<b>16.0</b>	<b>\$2,351,026</b>

# Personnel

## Department Of Administration

### Rhode Island Health Benefits Exchange (HealthSource RI)

	Grade	FY 2015		FY 2016	
		FTE	Cost	FTE	Cost
<b>Purchased Services</b>					
Information Technology			21,498,714		5,841,095
Management & Consultant Services			19,531,728		17,016,641
Legal Services			687,319		498,130
Other Contracts			7,873,666		4,338,434
Training and Educational Services			794,708		244,703
<b>Subtotal</b>			<b>\$50,386,135</b>		<b>\$27,939,003</b>
<b>Total Personnel</b>		<b>9.0</b>	<b>\$51,862,388</b>	<b>16.0</b>	<b>\$30,290,028</b>
<b>Distribution By Source Of Funds</b>					
Federal Funds		9.0	\$51,862,388	6.6	\$24,746,063
Restricted Receipts		-	-	9.4	\$5,543,965
Other Funds		-	-	-	-
<b>Total All Funds</b>		<b>9.0</b>	<b>\$51,862,388</b>	<b>16.0</b>	<b>\$30,290,028</b>

10 For FY 2016, transfer from Governor's Office.

12 For FY 2016, transfer from Governor's Office.

14 For FY 2016, transfer from Governor's Office.

11 For FY 2016, new FTE for SIM grant.

13 For FY 2016, transfer from Governor's Office.

15 For FY 2016, transfer from Governor's Office.

# Performance Measures

## Department Of Administration Rhode Island Health Benefits Exchange (HealthSource RI)

### *Exchange-Eligible Uninsured Rhode Islanders*

HealthSource RI (HSRI), Rhode Island's health benefits exchange, aims to make health insurance more accessible and affordable for Rhode Islanders and to reduce the number of uninsured residents. According to the American Community Survey, approximately 121,000 Rhode Islanders lacked health insurance in 2013, of which approximately 57,400 were eligible to purchase coverage through the exchange. HSRI aims to reduce the number of exchange-eligible uninsured Rhode Islanders by one half (50 percent) by 2016. The figures below represent the number of Rhode Islanders eligible for coverage through HSRI who lack health insurance. [Note: Targets represent HSRI performance only; impacts on the number of uninsured individuals that are attributable to other programs, including Medicaid expansion, will not be available until final 2014 data becomes available in 2015.]

	2012	2013	2014	2015	2016
<b>Target</b>	--	--	40,400	33,900	28,900
<b>Actual</b>	55,600	57,400	--	--	--

Performance for this measure is reported by calendar year.

### *Federal Affordability Tax Credits*

Beginning in January 2014, the Patient Protection and Affordable Care Act established premium support and cost-sharing subsidies for qualifying individuals and families to help offset the cost of health insurance. Qualifying Rhode Islanders without access to affordable employer-sponsored health insurance may purchase health insurance through HSRI and receive an advance federal tax credit to offset the cost of the monthly premium. The figures below represent the number of Rhode Islanders receiving a federal health coverage tax credit.

	2012	2013	2014	2015	2016
<b>Target</b>	--	--	12,856	24,500	26,000
<b>Actual</b>	--	--	22,531	--	--

Performance for this measure is reported by calendar year.

# The Program

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## Department Of Administration

## The Office of Diversity, Equity and Opportunity

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### Program Mission

The mission of the Office of Diversity, Equity and Opportunity is to ensure non-discrimination, diversity and equal opportunity in all aspects of state government, including, but not limited to, employment, procurement, and policy relative to state programs, services, and activities.

The mission of the State Equal Opportunity Office is to ensure equal opportunity compliance for all units of Rhode Island state government, as set forth by all federal agencies and Rhode Island General Laws.

The mission of the Minority Business Enterprise Compliance Office is to ensure the fullest possible participation of MBEs and Disadvantaged Business Enterprises (DBE) in state- and federally-funded and directed programs, construction projects, professional contracts, and in the purchases of all goods and services.

The mission of the Outreach and Diversity Office is to create a culture that values a diverse workforce, promotes an inclusive workplace and provides quality customer service to all.

### Program Description

The Office of Diversity, Equity and Opportunity includes a Chief Diversity and Equity Officer (CDEO), a senior-level leadership position to promote coordination between the State Equal Opportunity Office, the Outreach and Diversity Office, the Minority Business Enterprise (MBE) Compliance Office, and all state agencies. The Office of Diversity, Equity and Opportunity works in partnership with the Division of Human Resources, the Division of Purchases, and with all state agencies on the state's equal opportunity, affirmative action, and MBE procurement goals.

The State Equal Opportunity Office is charged with providing training and technical assistance requested by any company doing business in Rhode Island and to all state departments as is necessary to comply with the intent of RIGL 28-5.1-2. The State Equal Opportunity Office is also charged with issuing any guidelines, directives or instructions necessary to effectuate its responsibilities under this chapter, and to investigate possible discrimination, hold hearings, and direct corrective action to said discrimination. The goals of the MBE Compliance Office are to increase the number of MBEs and DBEs available for contract competition, to maximize opportunity for business participation by MBEs and DBEs, and to stimulate MBE and DBE development and growth. The Outreach and Diversity Office offers diversity training to state employees and provides outreach to assist in recruiting and retaining a talented and diverse workforce.

### Statutory History

On May 9, 2013, Governor Lincoln D. Chafee issued Executive Order 130-05 entitled "Promotion of Diversity, Equal Opportunity and Minority Business Enterprises in Rhode Island." The Executive Order required the Director of the Department of Administration to review all divisions and offices within Department charged with facilitation equal opportunity employment and MBE's, including, but not limited to, the Division of Human Resources, the State Equal Opportunity Office, the Human Resources Outreach and Diversity Office, the Division of Purchases, and the MBE Program, and to make recommendation to the Governor to improve collaboration between these offices and all executive departments to ensure these programs are more effective. The recommendations were required to encourage measures of quality and accountability in equal opportunity and affirmative action hiring and MBE procurement as allowed by law. The Department of Administration's recommendation included the creation of the Office of Diversity, Equity and Opportunity.

# The Budget

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## Department Of Administration The Office of Diversity, Equity and Opportunity

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	2013 Audited	2014 Audited	2015 Enacted	2015 Revised	2016 Recommend
<b>Expenditures By Subprogram</b>					
Operations	-	-	859,481	974,210	1,190,135
<b>Total Expenditures</b>	-	-	<b>\$859,481</b>	<b>\$974,210</b>	<b>\$1,190,135</b>
<b>Expenditures By Object</b>					
Personnel	-	-	820,709	920,852	1,135,332
Operating Supplies and Expenses	-	-	38,772	53,358	54,803
<b>Subtotal: Operating Expenditures</b>	-	-	<b>859,481</b>	<b>974,210</b>	<b>1,190,135</b>
<b>Total Expenditures</b>	-	-	<b>\$859,481</b>	<b>\$974,210</b>	<b>\$1,190,135</b>
<b>Expenditures By Funds</b>					
General Revenue	-	-	777,197	888,939	1,098,841
Federal Funds	-	-	82,284	85,271	91,294
<b>Total Expenditures</b>	-	-	<b>\$859,481</b>	<b>\$974,210</b>	<b>\$1,190,135</b>



# Personnel

## Department Of Administration

### The Office of Diversity, Equity and Opportunity

	Grade	FY 2015		FY 2016	
		FTE	Cost	FTE	Cost
<b>Classified</b>					
ASSOCIATE DIRECTOR, DIVERSITY, EQUITY AND HUMAN RESOURCE PROGRAM ADMINISTRATOR	00142A	1.0	120,391	1.0	127,683
ADMINISTRATOR STATE EQUAL OPPORTUNITY	00139A	1.0	109,709	1.0	111,894
ASSISTANT ADMINISTRATOR - MBE COMPLIANCE	00139A	1.0	109,469	1.0	111,609
PROGRAMMING SERVICES OFFICER	00134A	1.0	89,729	1.0	97,543
SENIOR EXTERNAL EQUAL OPPORTUNITY IMPLEMENTATION AIDE	00131A	1.0	82,058	2.0	151,292
	00127A	2.0	130,377	2.0	138,230
	00122A	-	-	1.0	45,775
<b>Subtotal</b>		<b>7.0</b>	<b>\$641,733</b>	<b>9.0</b>	<b>\$784,026</b>
Turnover		-	(66,025)	-	(74,707)
<b>Subtotal</b>		<b>-</b>	<b>(\$66,025)</b>	<b>-</b>	<b>(\$74,707)</b>
<b>Total Salaries</b>		<b>7.0</b>	<b>\$575,708</b>	<b>9.0</b>	<b>\$709,319</b>
<b>Benefits</b>					
Payroll Accrual			3,293		4,041
FICA			44,043		54,038
Retiree Health			38,859		42,001
Health Benefits			81,425		117,727
Retirement			140,070		175,006
<b>Subtotal</b>			<b>\$307,690</b>		<b>\$392,813</b>
<b>Total Salaries and Benefits</b>		<b>7.0</b>	<b>\$883,398</b>	<b>9.0</b>	<b>\$1,102,132</b>
<b>Cost Per FTE Position (Excluding Temporary and Seasonal)</b>			<b>\$126,200</b>		<b>\$122,459</b>
<b>Statewide Benefit Assessment</b>			<b>\$24,754</b>		<b>\$30,500</b>
<b>Payroll Costs</b>		<b>7.0</b>	<b>\$908,152</b>	<b>9.0</b>	<b>\$1,132,632</b>
<b>Purchased Services</b>					
Clerical and Temporary Services			200		200
Management & Consultant Services			10,000		-
Training and Educational Services			2,500		2,500
<b>Subtotal</b>			<b>\$12,700</b>		<b>\$2,700</b>
<b>Total Personnel</b>		<b>7.0</b>	<b>\$920,852</b>	<b>9.0</b>	<b>\$1,135,332</b>
<b>Distribution By Source Of Funds</b>					
General Revenue		6.0	\$835,581	8.0	\$1,044,038
Federal Funds		1.0	\$85,271	1.0	\$91,294
<b>Total All Funds</b>		<b>7.0</b>	<b>\$920,852</b>	<b>9.0</b>	<b>\$1,135,332</b>

# Performance Measures

## Department of Administration Office of Diversity, Equity and Opportunity

One of the Office of Diversity, Equity, and Opportunity's (ODEO) goals is to promote a state workforce that reflects the demographic diversity of Rhode Island. ODEO conducts outreach to community and professional groups to encourage interested and qualified individuals to apply for positions in state government. ODEO also works with state agencies to help them draw from the best available talent when recruiting and hiring for positions. The data below illustrate the demographics of the Rhode Island government workforce at the close of FY 2014. Because ODEO aims to have a workforce that matches the diversity of the state's residents, ODEO uses Rhode Island labor force demographic data as a goal for the state government workforce to attain or exceed.

	Female	Minority	Black	Hispanic	Amer. Ind. / Alaskan	Asian / Pac. Isl.
State Workforce , FY 2014	51.6%	15.6%	7.8%	4.6%	0.2%	1.2%
<b>Target (RI Labor Force)</b>	<b>49.0%</b>	<b>21.8%</b>	<b>6.1%</b>	<b>11.2%</b>	<b>0.6%</b>	<b>3.2%</b>

Agency	Female	Minority	Black	Hispanic	Amer. Ind. / Alaskan	Asian / Pac. Isl.
Administration	47.9%	9.9%	5.0%	2.8%	0.5%	1.5%
Attorney General	59.9%	12.3%	4.0%	6.6%	0.4%	1.8%
Behavioral Healthcare, Devel. Disabilities & Hospitals	68.7%	27.6%	19.2%	4.4%	0.7%	3.4%
Business Regulation	58.8%	3.8%	2.5%	0.0%	0.0%	1.3%
Children, Youth & Families	66.6%	20.3%	11.6%	6.4%	0.2%	2.1%
Comm. College of Rhode Island	62.8%	12.2%	5.7%	3.3%	0.4%	2.4%
Commerce RI	56.4%	17.9%	12.8%	2.6%	2.6%	0.0%
Commissions & Small Agencies	51.8%	15.5%	6.4%	7.8%	0.4%	1.3%
Corrections	25.7%	17.0%	10.3%	5.7%	0.1%	1.1%
Education	72.6%	13.3%	5.3%	5.3%	0.0%	2.5%
Emergency Management	31.0%	3.4%	3.4%	0.0%	0.0%	0.0%
Environmental Management	32.7%	6.6%	3.8%	1.3%	0.3%	1.0%
Governor's Office	61.6%	15.1%	5.5%	4.1%	0.0%	1.4%
Health	69.8%	17.6%	6.5%	6.5%	0.2%	4.3%
Higher Ed. Assistance Authority	65.2%	8.7%	4.3%	4.3%	0.0%	0.0%
Human Services	76.9%	19.7%	9.9%	8.5%	0.2%	1.2%
Judiciary	64.4%	11.3%	5.2%	3.5%	0.4%	2.0%
Labor & Training	64.7%	25.9%	8.6%	8.6%	0.7%	1.7%
Military	13.3%	7.2%	2.4%	2.4%	1.2%	1.2%
Office of Health & Human Services	72.9%	6.5%	1.8%	1.8%	0.0%	2.9%
Public Safety	16.9%	8.3%	4.9%	2.6%	0.3%	0.7%
Public Utilities Commission	39.1%	13.0%	6.5%	6.5%	0.0%	0.0%
Revenue	56.6%	14.0%	5.9%	5.7%	0.6%	1.3%
Rhode Island College	54.8%	14.7%	5.5%	4.3%	0.5%	4.4%
RIPTA	23.9%	23.5%	12.9%	10.0%	0.3%	0.3%
Secretary of State	61.1%	14.8%	3.7%	11.1%	0.0%	0.0%
Transportation	19.7%	12.8%	8.3%	2.7%	0.3%	1.5%
Treasurer	65.4%	8.0%	2.7%	5.3%	0.0%	0.0%
University of Rhode Island	57.8%	11.9%	3.4%	2.2%	0.9%	5.4%
<b>Target (RI Labor Force)</b>	<b>49.0%</b>	<b>21.8%</b>	<b>6.1%</b>	<b>11.2%</b>	<b>0.6%</b>	<b>3.2%</b>

# The Program

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## Department Of Administration General

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### **Program Mission**

To maintain a statewide accounting of all expenditures, which are not allocated to other state departments or agencies and not specific to any one program within the Department of Administration.

### **Program Description**

The General program consists of funds appropriated to finance expenditures not allocated to other state departments or agencies and not specific to any one program within the Department of Administration.

Grants and benefits reflect grants made to certain organizations and funds provided to certain entities, which are appropriated by the legislature. This includes grants made to the Rhode Island Commerce Corporation, the I-195 Redevelopment District Commission, the Slater Centers of Excellence, and the RI Research Alliance. For FY 2016, these appropriations are moved to the Executive Office of Commerce's Budget.

Special legislative appropriations are initially the result of the passage of legislation which is not part of the annual appropriation act. Tort claims and court awards are paid pursuant to R.I.G.L. 9-31, which provides that "the general assembly may make such appropriations as it shall deem proper in payment of or settlement of claims against the state, provided, however, that there is hereby appropriated any money in the treasury not otherwise appropriated a sum sufficient to pay claims against the state, settled pursuant to the provisions of the chapter and the state controller is hereby authorized and directed to draw his orders upon the general treasurer for the payment of said sums."

Motion pictures and television play a significant role in the cultural life of the state. Film and TV has grown during the past several decades into an important art form, and film and TV on the national and international level is a formidable economic engine. The Rhode Island Film & Television Office reinforces state support for these art forms, enhances the attractiveness of the state to national and international productions, and facilitates economic progress for the state. For FY 2016, the Office's budget is moved to the Executive Office of Commerce's Budget.

### **Statutory History**

The existence of "General" has no statutory basis, but rather reflects a combination of appropriations which support various expenditures not allocated to other state agencies. The authority for payment of tort claims was enacted in 1970 and is described in R.I.G.L. 9-31. The Rhode Island Film and Television Office was created through R.I.G.L. 44-31.2 (9).

# The Budget

## Department Of Administration General

	2013 Audited	2014 Audited	2015 Enacted	2015 Revised	2016 Recommend
<b>Expenditures By Subprogram</b>					
General	510,995	2,516,308	4,992,055	4,992,055	4,767,055
Capital Projects	16,303,188	24,004,496	32,547,322	27,683,788	33,415,494
Grants & Other Payments	2,970,164	2,765,650	2,867,106	2,867,106	2,867,106
Economic Development	11,489,460	8,752,548	8,669,064	9,384,965	-
State Aid to Local Communities	11,245,111	11,273,455	11,104,987	11,104,987	11,436,698
RI film & Television Office	296,502	303,299	310,312	318,722	-
<b>Total Expenditures</b>	<b>\$42,815,420</b>	<b>\$49,615,756</b>	<b>\$60,490,846</b>	<b>\$56,351,623</b>	<b>\$52,486,353</b>
<b>Expenditures By Object</b>					
Personnel	775,039	1,054,418	282,183	290,595	-
Operating Supplies and Expenses	5,563,396	7,751,079	2,661,186	2,661,184	2,633,057
Assistance and Grants	1,152,925	1,011,625	7,115,154	6,988,954	4,891,604
Aid to Local Units of Government	10,527,168	10,545,470	11,104,987	11,104,987	11,436,698
<b>Subtotal: Operating Expenditures</b>	<b>18,018,528</b>	<b>20,362,592</b>	<b>21,163,510</b>	<b>21,045,720</b>	<b>18,961,359</b>
Capital Purchases and Equipment	12,800,752	18,674,409	32,656,822	27,793,288	33,524,994
Operating Transfers	11,996,140	10,578,755	6,670,514	7,512,615	-
<b>Total Expenditures</b>	<b>\$42,815,420</b>	<b>\$49,615,756</b>	<b>\$60,490,846</b>	<b>\$56,351,623</b>	<b>\$52,486,353</b>
<b>Expenditures By Funds</b>					
General Revenue	26,423,606	23,517,325	23,176,469	23,900,780	14,303,804
Federal Funds	-	-	4,345,555	4,345,555	4,345,555
Restricted Receipts	88,626	2,093,935	421,500	421,500	421,500
Operating Transfers from Other Funds	16,303,188	24,004,496	32,547,322	27,683,788	33,415,494
<b>Total Expenditures</b>	<b>\$42,815,420</b>	<b>\$49,615,756</b>	<b>\$60,490,846</b>	<b>\$56,351,623</b>	<b>\$52,486,353</b>

# Personnel

## Department Of Administration General

	Grade	FY 2015		FY 2016	
		FTE	Cost	FTE	Cost
<b>Unclassified</b>					
EXECUTIVE DIRECTOR OFFICE OF FILM &	00839A 5	1.0	105,581	-	-
SENIOR SYSTEMS DESIGN PROGRAMMER	00328A 6	0.6	40,714	-	-
ADMINISTRATIVE ASSISTANT	00316A 4	1.0	44,111	-	-
<b>Subtotal</b>		<b>2.6</b>	<b>\$190,406</b>	-	-
<b>Total Salaries</b>		<b>2.6</b>	<b>\$190,406</b>	-	-
<b>Benefits</b>					
Payroll Accrual			1,089	-	-
FICA			14,566	-	-
Retiree Health			12,852	-	-
Health Benefits			17,168	-	-
Retirement			46,326	-	-
<b>Subtotal</b>			<b>\$92,001</b>	-	-
<b>Total Salaries and Benefits</b>		<b>2.6</b>	<b>\$282,407</b>	-	-
<b>Cost Per FTE Position (Excluding Temporary and Seasonal)</b>			<b>\$108,618</b>	-	-
<b>Statewide Benefit Assessment</b>			<b>\$8,188</b>	-	-
<b>Payroll Costs</b>		<b>2.6</b>	<b>\$290,595</b>	-	-
<b>Total Personnel</b>		<b>2.6</b>	<b>\$290,595</b>	-	-
<b>Distribution By Source Of Funds</b>					
General Revenue		2.6	\$290,595	-	-
<b>Total All Funds</b>		<b>2.6</b>	<b>\$290,595</b>	-	-

4 For FY 2016, position transferred to Executive Office of Commerce.

5 For FY 2016, position transferred to Executive Office of Commerce.

6 For FY 2016, position transferred to Executive Office of Commerce.

# The Program

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## Department Of Administration Debt Service Payments

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### **Program Mission**

To maintain a statewide accounting of all general obligation debt service and other short and long term obligations of the state and quasi-state agencies.

### **Program Description**

The Debt Service Payments Program reflects funding for expenditures for both long- and short-term tax-supported debt obligations of the state. This includes debt service on general obligation bonds as well as lease payments securing certificates of participation, issued by the state. Moreover, this program encompasses leases or trust agreements, securing revenue bonds issued by the Rhode Island Convention Center Authority, Rhode Island Refunding Bond Authority, Rhode Island Economic Development Corporation, or other obligations that are part of the state's net tax supported debt.

### **Statutory History**

R.I.G.L. 35-3-25 requires that debt service be enumerated within a program within the Department of Administration.

# The Budget

## Department Of Administration Debt Service Payments

	2013 Audited	2014 Audited	2015 Enacted	2015 Revised	2016 Recommend
<b>Expenditures By Subprogram</b>					
General Obligation Bonds	113,253,787	102,024,977	111,497,522	106,107,769	40,399,414
Certificates of Participation	28,707,694	31,322,015	31,281,920	27,921,941	32,261,092
COPS - DLT Ctr. Gnrl. Building	2,012,650	2,017,409	2,017,625	2,017,625	2,018,250
Tax Anticipation/S T Borrowing	28,585	31,845	100,000	100,000	100,000
Other Debt Service	51,039,725	54,025,480	74,364,988	58,246,903	74,303,976
<b>Total Expenditures</b>	<b>\$195,042,441</b>	<b>\$189,421,726</b>	<b>\$219,262,055</b>	<b>\$194,394,238</b>	<b>\$149,082,732</b>
<b>Expenditures By Object</b>					
Operating Supplies and Expenses	28,704	31,886	100,000	100,000	100,000
Assistance and Grants	3,560,000	3,560,000	-	-	-
<b>Subtotal: Operating Expenditures</b>	<b>3,588,704</b>	<b>3,591,886</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>
Debt Service (Fixed Charges)	166,445,036	160,770,045	219,162,055	194,294,238	148,982,732
Operating Transfers	25,008,701	25,059,795	-	-	-
<b>Total Expenditures</b>	<b>\$195,042,441</b>	<b>\$189,421,726</b>	<b>\$219,262,055</b>	<b>\$194,394,238</b>	<b>\$149,082,732</b>
<b>Expenditures By Funds</b>					
General Revenue	155,397,718	153,701,141	168,055,031	143,085,090	97,957,176
Federal Funds	2,812,542	2,664,188	2,667,399	2,667,399	2,657,152
Restricted Receipts	2,112,486	2,263,012	21,339,305	2,089,304	2,085,410
Operating Transfers from Other Funds	34,719,654	30,791,944	27,200,320	46,552,445	46,382,994
Other Funds	41	1,441	-	-	-
<b>Total Expenditures</b>	<b>\$195,042,441</b>	<b>\$189,421,726</b>	<b>\$219,262,055</b>	<b>\$194,394,238</b>	<b>\$149,082,732</b>

# The Program

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## Department Of Administration Internal Service Programs

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### **Program Mission**

To provide the most cost-effective delivery of goods and services to other state programs.

### **Program Description**

Various services needed by state-operated programs and activities are provided on a centralized basis. The costs of these operations are borne by the user agencies through a charge system that allocates the cost of delivery of the goods or services. The operational expenses of these programs are shown for display purposes only, since the costs to state agencies are reflected in the budget of the user agency both on an actual and budget basis.

Internal service programs that are operated by the Department of Administration include telecommunications services, mail services, utility services, automotive services (repair and replacement), state employee health fund, other post-employment benefits (OPEB) and the assessed fringe benefit fund.

The telecommunications office manages all voice grade telephone line installations, service changes and billing statewide, and provides direct services both internally to government and to the public. Central mail services provides for inter-agency mail delivery and processing of United States mail for most state agencies.

Central utilities provides for the administration and fiscal management of electricity and gas services. State fleet provides for the administration and fiscal management of the state-owned vehicles, and operates several fuel depots throughout the state.

The Assessed Fringe Benefit Fund provides funding for state employee workers' compensation, severance pay, unemployment pay and employee assistance programs. Funds are raised through an assessment on payroll expenses of all state departments and agencies.

The State Employee Health Fund provides for the administration and distribution of active and retiree healthcare costs statewide. In FY 15 the Department is proposing to move the worksite wellness program and employee benefits contracts used for auditing, employee bid preparation, and employee bid review to this fund.

A dedicated trust has been set up to fund the liability related to Other Post Employment Benefits (OPEB) on an actuarial basis. An example of OPEB benefits include retiree medical, dental, prescription, and other similar post employment benefits for retired employees and their dependants. In accordance with RIGL 36-12.1-5, the trust began operations in fiscal year 2011.

### **Statutory History**

The Director of Administration is authorized by R.I.G.L. 35-5 to establish a system of rotary or rotating funds in any state department or agency. R.I.G.L. 36-12.1-5 established the OPEB trust.



# The Budget

## Department Of Administration Internal Service Programs

	2013 Audited	2014 Audited	2015 Enacted	2015 Revised	2016 Recommend
<b>Expenditures By Subprogram</b>					
Assessed Fringe Benefit Fund	34,414,548	34,569,744	37,123,794	37,581,962	38,930,194
Central Utilities Fund	12,062,516	14,491,089	14,244,902	16,936,000	17,782,800
Central Mail Fund	5,185,862	5,608,978	5,617,173	6,000,840	6,203,680
Telecommunciations Fund	2,541,472	2,686,252	4,080,029	4,088,455	4,122,558
Automotive Fleet Fund	12,008,150	12,841,124	13,733,063	13,813,802	13,830,623
Surplus Property	3,309	1,200	2,500	2,500	2,500
Health Insurance Fund	219,006,871	226,868,458	250,127,757	250,334,337	251,175,719
Other Post Employment Benefits	53,904,360	52,552,323	63,934,483	63,934,483	63,934,483
Internal Services	[339,127,088]	[349,619,168]	[388,863,701]	[392,692,379]	[395,982,557]
<b>Total Expenditures</b>	<b>\$339,127,088</b>	<b>\$349,619,168</b>	<b>\$388,863,701</b>	<b>\$392,692,379</b>	<b>\$395,982,557</b>
<b>Expenditures By Object</b>					
Personnel	306,185,355	313,341,150	350,583,546	351,246,162	353,527,375
Operating Supplies and Expenses	31,076,593	34,662,011	36,044,519	39,445,725	40,431,690
Assistance and Grants	19,948	15,499	75,000	75,000	75,000
<b>Subtotal: Operating Expenditures</b>	<b>337,281,896</b>	<b>348,018,660</b>	<b>386,703,065</b>	<b>390,766,887</b>	<b>394,034,065</b>
Capital Purchases and Equipment	16,505	65,372	150,035	134,500	157,500
Operating Transfers	1,828,687	1,535,136	2,010,601	1,790,992	1,790,992
<b>Total Expenditures</b>	<b>\$339,127,088</b>	<b>\$349,619,168</b>	<b>\$388,863,701</b>	<b>\$392,692,379</b>	<b>\$395,982,557</b>
<b>Expenditures By Funds</b>					
Other Funds	339,127,088	349,619,168	388,863,701	392,692,379	395,982,557
<b>Total Expenditures</b>	<b>\$339,127,088</b>	<b>\$349,619,168</b>	<b>\$388,863,701</b>	<b>\$392,692,379</b>	<b>\$395,982,557</b>

# Personnel

## Department Of Administration Internal Service Programs

	Grade	FY 2015		FY 2016	
		FTE	Cost	FTE	Cost
<b>Classified</b>					
ASSISTANT DIRECTOR CENTRAL INFORMATION	00143A	1.0	134,149	1.0	136,779
DEPUTY PERSONNEL ADMINISTRATOR	00144A	1.0	128,586	1.0	136,914
ASSISTANT ADMINISTRATOR, STATE EMPLOYEES	00137A	1.0	109,469	1.0	111,609
ASSISTANT DIRECTOR FOR SPECIAL PROJECTS	00141A	1.0	105,142	1.0	107,433
TECHNICAL SUPPORT SPECIALIST III	00135A	1.0	94,225	1.0	96,086
SENIOR LEGAL COUNSEL	00134A	2.0	185,510	2.0	189,098
MANAGER, WORKERS' COMPENSATION PROGRAM	00834A	1.0	92,522	1.0	94,321
TECHNICAL SUPPORT MANAGER	00138A	1.0	82,133	1.0	87,777
FLEET OPERATIONS OFFICER	00130A	1.0	78,450	1.0	80,019
CHIEF IMPLEMENTATION AIDE	00828A	2.0	146,159	2.0	149,037
TECHNICAL SUPPORT SPECIALIST II	00332A	1.0	68,357	1.0	71,052
CLAIMS EXAMINER II (STATE EMPLOYEES)	00325A	7.0	434,405	7.0	445,319
TECHNICAL SUPPORT SPECIALIST I	00328A	2.0	123,396	2.0	127,772
ASSISTANT SUPERVISOR COMPUTER OPERATIONS	00827A	3.0	181,795	3.0	187,524
PRINCIPAL COMPUTER OPERATOR (OIP)	00324A	1.0	59,239	1.0	60,423
TECHNICAL SUPPORT SPECIALIST I	00328A	2.0	115,135	2.0	117,438
SENIOR ENERGY CONSERVATION TECHNICIAN	00323A	1.0	54,697	1.0	55,791
IMPLEMENTATION AIDE	00322A	1.0	52,631	1.0	53,683
ACCOUNTANT	00320A	1.0	52,515	1.0	53,541
BUSINESS MANAGEMENT OFFICER	00326A	1.0	52,232	1.0	54,896
SENIOR COMPUTER OPERATOR (OIP)	00322A	2.0	102,869	2.0	104,926
LEGAL ASSISTANT	00119A	1.0	50,388	1.0	51,380
INFORMATION SERVICES TECHNICIAN I	00316A	1.0	47,536	1.0	48,487
ENERGY CONSERVATION TECHNICIAN	00320A	1.0	44,614	1.0	45,506
TABULATING EQUIPMENT OPERATOR (REM. RAND)	00313A	1.0	43,413	1.0	44,281
DATA CONTROL CLERK	00315A	1.0	38,695	1.0	39,468
COMPUTER OPERATOR (OIP)	00316A	1.0	37,559	1.0	39,025
SUPERVISOR CENTRAL MAIL SERVICES	00816A	2.0	73,610	2.0	76,480
JUNIOR COMPUTER OPERATOR (OIP)	00313A	1.0	35,342	1.0	36,084
CHIEF OF EMPLOYEE BENEFITS	00139A	-	-	1.0	92,527
CHIEF PROGRAM DEVELOPMENT	00134A	-	-	1.0	72,834
EMPLOYEE BENEFITS SPECIALIST	00322A	-	-	3.0	146,409
PROGRAMMING SERVICES OFFICER	00131A	-	-	1.0	69,381
SENIOR SYSTEMS ANALYST	00126A	-	-	1.0	56,840
<b>Subtotal</b>		<b>43.0</b>	<b>\$2,824,773</b>	<b>50.0</b>	<b>\$3,340,140</b>
<b>Unclassified</b>					
TASK FORCE AGENT/INSPECTOR	00828A	2.0	140,796	2.0	142,238
<b>Subtotal</b>		<b>2.0</b>	<b>\$140,796</b>	<b>2.0</b>	<b>\$142,238</b>

# Personnel

## Department Of Administration Internal Service Programs

	Grade	FY 2015		FY 2016	
		FTE	Cost	FTE	Cost
Cost Allocation from Other Programs		-	-	-	13,724
Interdepartmental Transfer		-	(48,093)	-	(49,438)
Overtime		-	12,500	-	12,500
Turnover		-	(132,138)	-	(19,413)
<b>Subtotal</b>		-	<b>(\$167,731)</b>	-	<b>(\$42,627)</b>
<b>Total Salaries</b>		<b>45.0</b>	<b>\$2,797,838</b>	<b>52.0</b>	<b>\$3,439,751</b>
<b>Benefits</b>					
Payroll Accrual			15,930		19,542
Holiday			1,351		1,351
Other			4,250,000		4,250,000
FICA			513,399		562,583
Retiree Health			190,633		208,151
Health Benefits			504,724		667,424
Retirement			677,676		844,516
Workers Compensation			27,709,600		28,921,444
<b>Subtotal</b>			<b>\$33,863,313</b>		<b>\$35,475,011</b>
<b>Total Salaries and Benefits</b>		<b>45.0</b>	<b>\$36,661,151</b>	<b>52.0</b>	<b>\$38,914,762</b>
<b>Cost Per FTE Position (Excluding Temporary and Seasonal)</b>			<b>\$814,692</b>		<b>\$748,361</b>
<b>Statewide Benefit Assessment</b>			<b>\$119,771</b>		<b>\$147,373</b>
<b>Payroll Costs</b>		<b>45.0</b>	<b>\$36,780,922</b>	<b>52.0</b>	<b>\$39,062,135</b>
<b>Purchased Services</b>					
Management & Consultant Services			420,102		420,102
Legal Services			34,458		34,458
Design and Engineering Services			255,000		255,000
<b>Subtotal</b>			<b>\$709,560</b>		<b>\$709,560</b>
<b>Total Personnel</b>		<b>45.0</b>	<b>\$37,490,482</b>	<b>52.0</b>	<b>\$39,771,695</b>
<b>Distribution By Source Of Funds</b>					
Other Funds		45.0	\$37,490,482	52.0	\$39,771,695
<b>Total All Funds</b>		<b>45.0</b>	<b>\$37,490,482</b>	<b>52.0</b>	<b>\$39,771,695</b>

# Performance Measures

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## Department Of Administration Internal Service Programs

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### *Mailroom Discounted Pricing Savings*

The goal of the Division of Information Technology's Mail Facility is to provide cost-efficient postal mailings to all of its clients throughout the state. DoIT tracks both the percentage of mail processed that receives discounted pricing as well as total savings from mailing discounts. The figures below represent the savings received through discounted mail pricing.

	2012	2013	2014	2015	2016
<b>Target</b>	--	\$600,000	\$600,000	\$600,000	\$600,000
<b>Actual</b>	--	\$793,830	\$882,798	--	--

Performance for this measure is reported by state fiscal year.

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# The Program

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## Department Of Administration Salary/Benefit Adjustments

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### **Program Mission**

Achieve savings through adjustments to the salary and/or benefit structures of state employees.

### **Program Description**

The FY 2015 enacted budget includes savings from the transition of seasonal and part-time employees that are not members of the Employees Retirement System of Rhode Island to a FICA Alternative Retirement Plan (FARP). The federal Omnibus Budget Reconciliation Act of 1990 permits implementation of these plans for this class of employee who are not covered by an alternative pension plan.

A FARP is an alternative retirement plan that replaces Social Security for seasonal, part-time, and temporary employees. Employees that select this plan will cease their contributions to FICA and instead contribute 7.65 percent of their compensation on a pre-tax basis to a 401(a) account. The employee's contributions and interest are available upon termination of employment, in the event of death or disability, or at normal retirement age.

### **Statutory History**

Enacted as part of the FY 2015 Appropriations Act.

# The Budget

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## Department Of Administration Salary/Benefit Adjustments

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	2013 Audited	2014 Audited	2015 Enacted	2015 Revised	2016 Recommend
<b>Expenditures By Subprogram</b>					
Retirement Alternative	-	-	(8,285,691)	-	-
<b>Total Expenditures</b>	-	-	<b>(\$8,285,691)</b>	-	-
<b>Expenditures By Object</b>					
Personnel	-	-	(8,285,691)	-	-
<b>Subtotal: Operating Expenditures</b>	-	-	<b>(8,285,691)</b>	-	-
<b>Total Expenditures</b>	-	-	<b>(\$8,285,691)</b>	-	-
<b>Expenditures By Funds</b>					
General Revenue	-	-	(3,420,118)	-	-
Federal Funds	-	-	(1,859,816)	-	-
Restricted Receipts	-	-	(402,343)	-	-
Other Funds	-	-	(2,603,414)	-	-
<b>Total Expenditures</b>	-	-	<b>(\$8,285,691)</b>	-	-

# Agency

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## Department Of Business Regulation

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### Agency Mission

To assist, educate, and protect the public through the implementation and enforcement of state laws mandating regulation and licensing of designated businesses, professions, occupations, and other specific activities, while recognizing the need to foster a sound business environment.

### Agency Description

The Department of Business Regulation's primary function is to implement state laws mandating the regulation and licensing of designated businesses, professions, occupations and other specified activities. The department is composed of five divisions and Central Management, which includes budget, regulatory standards, compliance and enforcement. The respective divisions are: Banking, Securities, Commercial Licensing, Racing and Athletics, Design Professionals and Insurance.

The Director of Business Regulation is appointed by the Governor and serves statutorily as the State Banking Commissioner, Commissioner of Insurance, Real Estate Administrator, and State Boxing Commissioner. The Board of Bank Incorporation hears appeals from decisions made by the Banking Division regarding applications for the chartering of financial institutions, new branches and locations, and changes in the by-laws of certain regulated institutions. Other commissions housed within the department include the Real Estate Commission, Real Estate Appraisal Board, Rhode Island Board of Accountancy, Building Contractors' Registration Board, Board of Design Professionals, Racing and Athletics Hearing Board, and Office of the Health Insurance Commissioner. The department issues approximately 125,000 licenses and conducts administrative hearings involving issuances, administrative penalties, suspensions and/or revocations.

### Statutory History

The department was established by the Rhode Island General Assembly in 1939 and is organized under R.I.G.L. §§ 42-14-1 et seq.

# Budget

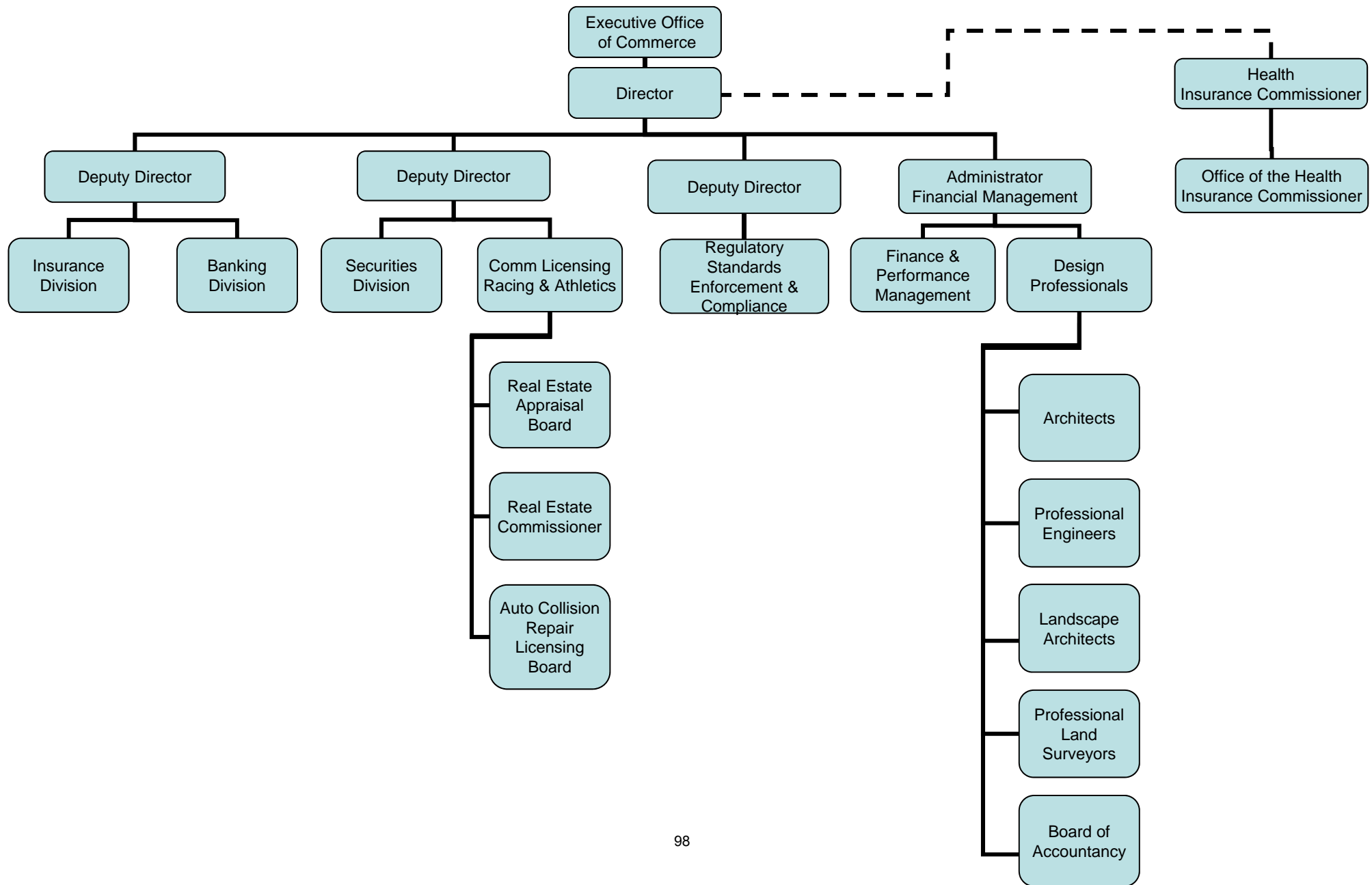
## Department Of Business Regulation

	FY 2013 Audited	FY 2014 Audited	FY 2015 Enacted	FY 2015 Revised	FY 2016 Recommend
<b>Expenditures By Program</b>					
Central Management	1,142,117	1,220,052	1,234,949	1,189,523	1,435,289
Banking Regulation	1,461,945	1,495,464	1,564,260	1,660,454	1,711,773
Securities Regulation	893,842	830,288	1,013,151	929,761	966,197
Insurance Regulation	4,666,483	4,858,147	5,177,250	5,621,771	5,763,467
Board of Accountancy	49,615	5,037	16,654	16,654	16,654
Commercial Licensing, Racing & Athletics	1,012,938	1,043,749	1,170,059	1,192,450	1,220,883
Boards for Design Professionals	254,646	253,105	260,635	264,810	273,009
Office of Health Insurance Commissioner	5,225,712	2,543,384	2,539,472	2,941,922	3,341,757
<b>Total Expenditures</b>	<b>\$14,707,298</b>	<b>\$12,249,226</b>	<b>\$12,976,430</b>	<b>\$13,817,345</b>	<b>\$14,729,029</b>
<b>Expenditures By Object</b>					
Personnel	14,191,075	11,860,165	12,451,564	13,236,563	14,114,003
Operating Supplies and Expenses	445,534	364,027	431,128	487,044	521,288
Assistance and Grants	-	-	80,000	80,000	80,000
<b>Subtotal: Operating Expenditures</b>	<b>14,636,609</b>	<b>12,224,192</b>	<b>12,962,692</b>	<b>13,803,607</b>	<b>14,715,291</b>
Capital Purchases and Equipment	70,689	25,034	13,738	13,738	13,738
<b>Total Expenditures</b>	<b>\$14,707,298</b>	<b>\$12,249,226</b>	<b>\$12,976,430</b>	<b>\$13,817,345</b>	<b>\$14,729,029</b>
<b>Expenditures By Funds</b>					
General Revenue	8,610,843	8,526,389	9,013,477	8,802,653	9,345,012
Federal Funds	4,698,165	2,038,842	2,021,830	2,469,508	2,795,240
Restricted Receipts	1,398,290	1,683,995	1,941,123	2,545,184	2,588,777
<b>Total Expenditures</b>	<b>\$14,707,298</b>	<b>\$12,249,226</b>	<b>\$12,976,430</b>	<b>\$13,817,345</b>	<b>\$14,729,029</b>
<b>FTE Authorization</b>	<b>94.0</b>	<b>94.0</b>	<b>94.0</b>	<b>98.0</b>	<b>99.0</b>



# The Agency

## Department of Business Regulation



# Personnel

## Department Of Business Regulation Agency Summary

	Grade	FY 2015		FY 2016	
		FTE	Cost	FTE	Cost
Classified		79.0	5,660,954	80.0	5,829,501
Unclassified		19.0	1,609,989	19.0	1,673,149
<b>Subtotal</b>		<b>98.0</b>	<b>\$7,270,943</b>	<b>99.0</b>	<b>\$7,502,650</b>
Temporary and Seasonal		-	43,341	-	43,974
Turnover		-	(\$683,983)	-	(\$536,386)
<b>Subtotal</b>		<b>-</b>	<b>(\$640,642)</b>	<b>-</b>	<b>(\$492,412)</b>
<b>Total Salaries</b>		<b>98.0</b>	<b>\$6,630,301</b>	<b>99.0</b>	<b>\$7,010,238</b>
<b>Benefits</b>					
Payroll Accrual			37,661		39,951
FICA			500,605		532,582
Retiree Health			444,624		422,859
Health Benefits			986,538		1,121,030
Retirement			1,602,612		1,725,695
<b>Subtotal</b>			<b>\$3,572,040</b>		<b>\$3,842,117</b>
<b>Total Salaries and Benefits</b>		<b>98.0</b>	<b>\$10,202,341</b>	<b>99.0</b>	<b>\$10,852,355</b>
<b>Cost Per FTE Position (Excluding Temporary and Seasonal)</b>			<b>\$103,663</b>		<b>\$109,176</b>
<b>Statewide Benefit Assessment</b>			<b>\$283,237</b>		<b>\$301,331</b>
<b>Payroll Costs</b>		<b>98.0</b>	<b>\$10,485,578</b>	<b>99.0</b>	<b>\$11,153,686</b>
<b>Purchased Services</b>					
Clerical and Temporary Services			2,760		2,760
Management & Consultant Services			2,724,400		2,933,732
Legal Services			9,333		9,333
Other Contracts			4,492		4,492
Training and Educational Services			10,000		10,000
<b>Subtotal</b>			<b>\$2,750,985</b>		<b>\$2,960,317</b>
<b>Total Personnel</b>		<b>98.0</b>	<b>\$13,236,563</b>	<b>99.0</b>	<b>\$14,114,003</b>
<b>Distribution By Source Of Funds</b>					
General Revenue		82.1	\$8,579,893	83.1	\$9,030,517
Federal Funds		10.0	\$2,394,706	10.0	\$2,778,929
Restricted Receipts		5.9	\$2,261,964	5.9	\$2,304,557
<b>Total All Funds</b>		<b>98.0</b>	<b>\$13,236,563</b>	<b>99.0</b>	<b>\$14,114,003</b>

# The Program

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## Department Of Business Regulation Central Management

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### **Program Mission**

To administer the functions for the department with regard to the licensing and regulation of designated businesses, occupations and professions through the enforcement of applicable state laws.

### **Program Description**

Central Management is composed of the Director's Office, budget, regulatory standards, compliance and enforcement. Specific functions include legal research, drafting and analysis of legislation, issuance of legal opinions related to the department's operations, conducting administrative and rate hearings, and providing legal services to the Director, Deputy Directors, and advising the other commissions housed within the department. Central Management compiles, submits and monitors budgets of the respective divisions, approves vouchers and contracts, and provides all personnel and management services.

The Director issues show cause and cease and desist orders; renders decisions relative to the operations of financial institutions and insurance companies; has the authority to deny, suspend, or revoke licenses and approve or disapprove rates; and acts as receiver in case of insolvency of certain regulated entities.

The Director or his/her designee may be a member of various occupational licensing boards and commissions assigned to the department by the legislature in order to assist in the administration and regulation of licensing programs. The Director is also a member of such diverse administrative bodies such as the Board of Bank Incorporation and the Rhode Island Housing and Mortgage Finance Corporation.

Central Management is also responsible for monitoring legislation impacting the department and for the annual submission of its own legislative program.

### **Statutory History**

R.I.G.L. §42-14-1 establishes the Director as head of the department. R.I.G.L. §42-14-2 enumerates the functions of the department regarding the regulation of assigned occupations, businesses, and professions.

# The Budget

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## Department Of Business Regulation Central Management

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	2013 Audited	2014 Audited	2015 Enacted	2015 Revised	2016 Recommend
<b>Expenditures By Subprogram</b>					
Operations	1,142,117	1,220,052	1,234,949	1,189,523	1,435,289
<b>Total Expenditures</b>	<b>\$1,142,117</b>	<b>\$1,220,052</b>	<b>\$1,234,949</b>	<b>\$1,189,523</b>	<b>\$1,435,289</b>
<b>Expenditures By Object</b>					
Personnel	1,084,464	1,185,016	1,199,975	1,154,549	1,308,305
Operating Supplies and Expenses	47,875	32,404	32,937	32,937	124,947
<b>Subtotal: Operating Expenditures</b>	<b>1,132,339</b>	<b>1,217,420</b>	<b>1,232,912</b>	<b>1,187,486</b>	<b>1,433,252</b>
Capital Purchases and Equipment	9,778	2,632	2,037	2,037	2,037
<b>Total Expenditures</b>	<b>\$1,142,117</b>	<b>\$1,220,052</b>	<b>\$1,234,949</b>	<b>\$1,189,523</b>	<b>\$1,435,289</b>
<b>Expenditures By Funds</b>					
General Revenue	1,142,117	1,220,052	1,234,949	1,189,523	1,435,289
<b>Total Expenditures</b>	<b>\$1,142,117</b>	<b>\$1,220,052</b>	<b>\$1,234,949</b>	<b>\$1,189,523</b>	<b>\$1,435,289</b>

# Personnel

## Department Of Business Regulation Central Management

	Grade	FY 2015		FY 2016	
		FTE	Cost	FTE	Cost
<b>Classified</b>					
DEPUTY DIRECTOR DEPARTMENT OF BUSINESS	00144A	1.0	133,546	1.0	100,843
CHIEF OF LEGAL SERVICES	00139A	1.0	105,410	1.0	102,141
DEPUTY CHIEF OF LEGAL SERVICES	00137A	1.0	97,838	1.0	99,795
ADMINISTRATOR, FINANCIAL MANAGEMENT	00137A	1.0	93,852	1.0	95,638
LEGAL COUNSEL	00132A	1.0	65,635	1.0	71,396
SYSTEMS ANALYST	00124A	1.0	62,491	1.0	63,729
CHIEF LICENSING EXAMINER-DIVISION OF COMM	00133A	1.0	75,039	1.0	80,621
PROGRAMMING SERVICES OFFICER	00131A <sup>1</sup>	-	-	1.0	71,278
<b>Subtotal</b>		<b>7.0</b>	<b>\$633,811</b>	<b>8.0</b>	<b>\$685,441</b>
<b>Unclassified</b>					
DIRECTOR, DEPARTMENT OF BUSINESS	00945KF	1.0	101,598	1.0	101,598
PROJECT COORDINATOR	00826A	1.0	74,645	1.0	76,069
EXECUTIVE SECRETARY	00819A	1.0	43,653	1.0	45,948
<b>Subtotal</b>		<b>3.0</b>	<b>\$219,896</b>	<b>3.0</b>	<b>\$223,615</b>
Turnover		-	(126,269)	-	(100,843)
<b>Subtotal</b>		-	<b>(\$126,269)</b>	-	<b>(\$100,843)</b>
<b>Total Salaries</b>		<b>10.0</b>	<b>\$727,438</b>	<b>11.0</b>	<b>\$808,213</b>
<b>Benefits</b>					
Payroll Accrual			4,159		4,910
FICA			54,838		65,068
Retiree Health			49,104		52,670
Health Benefits			107,293		125,194
Retirement			176,985		211,770
<b>Subtotal</b>			<b>\$392,379</b>		<b>\$459,612</b>
<b>Total Salaries and Benefits</b>		<b>10.0</b>	<b>\$1,119,817</b>	<b>11.0</b>	<b>\$1,267,825</b>
<b>Cost Per FTE Position (Excluding Temporary and Seasonal)</b>			<b>\$111,982</b>		<b>\$115,257</b>
<b>Statewide Benefit Assessment</b>			<b>\$31,280</b>		<b>\$37,028</b>
<b>Payroll Costs</b>		<b>10.0</b>	<b>\$1,151,097</b>	<b>11.0</b>	<b>\$1,304,853</b>
<b>Purchased Services</b>					
Other Contracts			3,452		3,452
<b>Subtotal</b>			<b>\$3,452</b>		<b>\$3,452</b>
<b>Total Personnel</b>		<b>10.0</b>	<b>\$1,154,549</b>	<b>11.0</b>	<b>\$1,308,305</b>
<b>Distribution By Source Of Funds</b>					
General Revenue		10.0	\$1,154,549	11.0	\$1,308,305
<b>Total All Funds</b>		<b>10.0</b>	<b>\$1,154,549</b>	<b>11.0</b>	<b>\$1,308,305</b>

<sup>1</sup> Transfer from the Office of Management and Budget in the Department of Administration.

# Performance Measures

## Department Of Business Regulation Central Management

### *Online License Issuance*

The eLicensing (elicensing.ri.gov) system allows DBR to expedite processing of license transactions by eliminating paper forms and improving accuracy. This 24-hour service was expanded in 2013 to include additional categories of professional licenses. The figures below represent the percentage of DBR-issued licenses which are issued through the eLicensing system. Data is reported annually.

	2012	2013	2014	2015	2016
<b>Target</b>	--	95%	95%	95%	95%
<b>Actual</b>	93.21%	91.79%	93.62%	--	--

Performance for this measure is reported by state fiscal year.

### *Department Rules & Regulations Reviewed*

In FY 2013, the Department of Business Regulation (DBR) began performing an updated review process to provide for a more thorough and in-depth examination of the agency's 155 rules and regulations. These comprehensive reviews require considerable scrutiny and focus, and have led to new measure objectives. The figures below represent the percentage of departmental rules and regulations reviewed over the course of the fiscal year.

	2012	2013	2014	2015	2016
<b>Target</b>	100%	25%	25%	25%	25%
<b>Actual</b>	100%	25%	29.7%	--	--

Performance for this measure is reported by state fiscal year.

# The Program

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## Department Of Business Regulation Banking Regulation

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### **Program Mission**

To charter, license and ensure compliance with statutory requirements for the safe and sound operation of regulated financial institutions, Rhode Island bank holding companies, credit unions and licensees in order to protect the public interest.

### **Program Description**

Banking Regulation provides regulatory oversight of state-chartered financial institutions, credit unions, Rhode Island bank holding companies and licensees through financial examinations and reviews to determine compliance with state banking laws, financial solvency, and safety and soundness operations.

Banking Regulation is responsible for regulating, monitoring and examining fifteen (15) state chartered financial institutions, seven (7) Rhode Island bank holding companies, ten (10) credit unions, seven (7) interstate banks and approximately nine hundred eighteen (918) company licensees (including four hundred ninety (493) registered debt collectors) operating from one thousand six hundred twenty seven (1,627) licensed locations (including nine hundred fifty eight (958)) debt collector locations) and one thousand three hundred six (1,306) mortgage loan originators as of July 2011. The Division accomplishes its program objectives through the process of licensing, chartering and examining financial institutions, Rhode Island bank holding companies, credit unions, branches of interstate banks, and licensees. The purposes of examinations are to determine financial solvency and compliance with Rhode Island banking laws and regulations for the protection of depositors and the public interest. The Division reviews and conducts hearings on applications filed by financial institutions, listed above. Licensees include lenders, loan brokers, small loan lenders, foreign exchange transaction businesses, sellers of checks, electronic money transmitters, check cashers, debt-management companies, and mortgage loan originators. The Division enforces statutes relating to state usury laws and conducts administrative hearings and consumer complaint reviews when required.

### **Statutory History**

R.I.G.L. Chapters §§19-1 to 19-14.10 charge the Division of Banking with the regulation, licensing, or registration of financial institutions, Rhode Island bank holding companies, credit unions and licensees (lenders, loan brokers, small loan lenders, mortgage loan originators, foreign exchange transaction businesses, sellers of checks, electronic money transmitters, check cashers, and debt management companies and debt collectors.) RI General Laws §§6-26 to 6-27 relate to Interest, Usury and Truth in Lending. R.I.G.L. §§34-23 to 34-27 relate to Mortgages. R.I.G.L. §§19-14.3 to 19-14.8 relate to the Sale of Checks, Electronic Money Transfers, Foreign Exchange Transactions, Insurance Premium Finance Agreements and Debt Management Companies. Rhode Island General Laws §19-14.9 relates to the registration of debt collectors. R.I.G.L. §19-14.10 relates to the licensing and supervision of mortgage loan originators.

# The Budget

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## Department Of Business Regulation Banking Regulation

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	2013 Audited	2014 Audited	2015 Enacted	2015 Revised	2016 Recommend
<b>Expenditures By Subprogram</b>					
Operations	1,461,945	1,495,464	1,564,260	1,660,454	1,711,773
<b>Total Expenditures</b>	<b>\$1,461,945</b>	<b>\$1,495,464</b>	<b>\$1,564,260</b>	<b>\$1,660,454</b>	<b>\$1,711,773</b>
<b>Expenditures By Object</b>					
Personnel	1,404,533	1,423,477	1,497,372	1,606,566	1,657,885
Operating Supplies and Expenses	51,105	70,259	61,888	48,888	48,888
<b>Subtotal: Operating Expenditures</b>	<b>1,455,638</b>	<b>1,493,736</b>	<b>1,559,260</b>	<b>1,655,454</b>	<b>1,706,773</b>
Capital Purchases and Equipment	6,307	1,728	5,000	5,000	5,000
<b>Total Expenditures</b>	<b>\$1,461,945</b>	<b>\$1,495,464</b>	<b>\$1,564,260</b>	<b>\$1,660,454</b>	<b>\$1,711,773</b>
<b>Expenditures By Funds</b>					
General Revenue	1,440,656	1,437,465	1,514,260	1,623,454	1,674,773
Restricted Receipts	21,289	57,999	50,000	37,000	37,000
<b>Total Expenditures</b>	<b>\$1,461,945</b>	<b>\$1,495,464</b>	<b>\$1,564,260</b>	<b>\$1,660,454</b>	<b>\$1,711,773</b>



# Personnel

## Department Of Business Regulation Banking Regulation

	Grade	FY 2015		FY 2016	
		FTE	Cost	FTE	Cost
<b>Classified</b>					
ASSISTANT SUPERVISOR OF EXAMINATIONS	0AB35A	4.0	390,733	4.0	398,195
SUPERVISOR OF EXAMINATIONS	0AB37A	1.0	96,908	1.0	98,784
STATE CHIEF BANK EXAMINER	00139A	1.0	80,763	1.0	80,763
PRINCIPAL BANK EXAMINER	0AB31A	2.0	156,832	2.0	159,867
SENIOR BANK EXAMINER	0AB28A	2.0	116,559	2.0	121,134
BANK EXAMINER	0AB24A	4.0	194,361	4.0	202,891
LICENSING AIDE	0AB15A	1.0	44,499	1.0	45,389
<b>Subtotal</b>		<b>15.0</b>	<b>\$1,080,655</b>	<b>15.0</b>	<b>\$1,107,023</b>
Turnover		-	(80,763)	-	(80,763)
<b>Subtotal</b>		<b>-</b>	<b>(\$80,763)</b>	<b>-</b>	<b>(\$80,763)</b>
<b>Total Salaries</b>		<b>15.0</b>	<b>\$999,892</b>	<b>15.0</b>	<b>\$1,026,260</b>
<b>Benefits</b>					
Payroll Accrual			5,721		5,854
FICA			76,492		78,507
Retiree Health			67,492		61,573
Health Benefits			169,341		187,334
Retirement			243,273		252,869
<b>Subtotal</b>			<b>\$562,319</b>		<b>\$586,137</b>
<b>Total Salaries and Benefits</b>		<b>15.0</b>	<b>\$1,562,211</b>	<b>15.0</b>	<b>\$1,612,397</b>
<b>Cost Per FTE Position (Excluding Temporary and Seasonal)</b>			<b>\$104,147</b>		<b>\$107,493</b>
<b>Statewide Benefit Assessment</b>			<b>\$42,995</b>		<b>\$44,128</b>
<b>Payroll Costs</b>		<b>15.0</b>	<b>\$1,605,206</b>	<b>15.0</b>	<b>\$1,656,525</b>
<b>Purchased Services</b>					
Clerical and Temporary Services			720		720
Other Contracts			640		640
<b>Subtotal</b>			<b>\$1,360</b>		<b>\$1,360</b>
<b>Total Personnel</b>		<b>15.0</b>	<b>\$1,606,566</b>	<b>15.0</b>	<b>\$1,657,885</b>
<b>Distribution By Source Of Funds</b>					
General Revenue		15.0	\$1,606,566	15.0	\$1,657,885
<b>Total All Funds</b>		<b>15.0</b>	<b>\$1,606,566</b>	<b>15.0</b>	<b>\$1,657,885</b>

# Performance Measures

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## Department Of Business Regulation Banking Regulation

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### *Timeliness of Complaint Resolution*

The Division of Banking is responsible for investigating and resolving consumer complaints and inquiries regarding the businesses it oversees. The figures below represent the average amount of time it takes the Banking Division to resolve a complaint.

	2012	2013	2014	2015	2016
Target	--	360 Days	60 Days	30 Days	30 Days
Actual	--	21 Days	25 Days	--	--

Performance for this measure is reported by state fiscal year.

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# The Program

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## Department Of Business Regulation Securities Regulation

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### **Program Mission**

To enforce compliance with the applicable provisions of state laws and regulations related to the securities industry, franchises, charities, fund-raisers, and time-shares.

### **Program Description**

Securities Regulation is responsible for the registration of certain securities, the licensing and regulation of broker-dealers, sales representatives, certain investment advisers and certain investment adviser representatives.

The division is also responsible for enforcing compliance with the state's Franchise Investment Act, the registration of charitable organizations and fundraising groups, and the state's Real Estate Time-Share Act. In FY 2011 the division processed approximately 92,610 licenses and 11,669 registrations, conducted two (2) on-site examination of broker-dealer, investigated 29 complaints, and instituted 23 enforcement actions, pursuant to applicable state and federal laws and regulations.

### **Statutory History**

The division is charged with the administration and enforcement of the Rhode Island Uniform Securities Act ("RIUSA"), R.I.G.L. §7-11; the Franchise Investment Act, R.I.G.L. §19-28.1; the Charitable Solicitation Act, R.I.G.L. §5-53.1; and the Real Estate Time-Share Act, R.I.G.L. §34-41.

# The Budget

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## Department Of Business Regulation Securities Regulation

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	2013 Audited	2014 Audited	2015 Enacted	2015 Revised	2016 Recommend
<b>Expenditures By Subprogram</b>					
Operations	893,842	830,288	1,013,151	929,761	966,197
<b>Total Expenditures</b>	<b>\$893,842</b>	<b>\$830,288</b>	<b>\$1,013,151</b>	<b>\$929,761</b>	<b>\$966,197</b>
<b>Expenditures By Object</b>					
Personnel	873,741	814,393	995,010	911,620	948,056
Operating Supplies and Expenses	16,475	13,352	18,141	18,141	18,141
<b>Subtotal: Operating Expenditures</b>	<b>890,216</b>	<b>827,745</b>	<b>1,013,151</b>	<b>929,761</b>	<b>966,197</b>
Capital Purchases and Equipment	3,626	2,543	-	-	-
<b>Total Expenditures</b>	<b>\$893,842</b>	<b>\$830,288</b>	<b>\$1,013,151</b>	<b>\$929,761</b>	<b>\$966,197</b>
<b>Expenditures By Funds</b>					
General Revenue	895,420	828,132	1,009,651	926,261	962,697
Restricted Receipts	(1,578)	2,156	3,500	3,500	3,500
<b>Total Expenditures</b>	<b>\$893,842</b>	<b>\$830,288</b>	<b>\$1,013,151</b>	<b>\$929,761</b>	<b>\$966,197</b>

# Personnel

## Department Of Business Regulation Securities Regulation

	Grade	FY 2015		FY 2016	
		FTE	Cost	FTE	Cost
<b>Classified</b>					
DEPUTY DIRECTOR DEPARTMENT OF BUSINESS	00144A	1.0	134,214	1.0	136,898
CHIEF SECURITIES EXAMINER	00137A	1.0	89,330	1.0	91,117
PRINCIPAL SECURITIES EXAMINER	0AB31A	1.0	71,596	1.0	73,027
SENIOR SECURITIES EXAMINER	0AB28A	1.0	66,661	1.0	67,994
SECURITIES EXAMINER	0AB24A	3.0	151,092	3.0	160,214
SYSTEMS ANALYST	0AB24A	1.0	46,197	1.0	48,603
ASSISTANT ADMINISTRATIVE OFFICER	0AB21A	1.0	41,172	1.0	41,995
LICENSING AIDE	0AB15A	1.0	35,756	1.0	36,471
<b>Subtotal</b>		<b>10.0</b>	<b>\$636,018</b>	<b>10.0</b>	<b>\$656,319</b>
Turnover		-	(76,928)	-	(78,251)
<b>Subtotal</b>		<b>-</b>	<b>(\$76,928)</b>	<b>-</b>	<b>(\$78,251)</b>
<b>Total Salaries</b>		<b>10.0</b>	<b>\$559,090</b>	<b>10.0</b>	<b>\$578,068</b>
<b>Benefits</b>					
Payroll Accrual			3,195		3,295
FICA			41,919		43,429
Retiree Health			37,739		34,685
Health Benefits			109,609		121,284
Retirement			136,028		142,437
<b>Subtotal</b>			<b>\$328,490</b>		<b>\$345,130</b>
<b>Total Salaries and Benefits</b>		<b>10.0</b>	<b>\$887,580</b>	<b>10.0</b>	<b>\$923,198</b>
<b>Cost Per FTE Position (Excluding Temporary and Seasonal)</b>			<b>\$88,758</b>		<b>\$92,320</b>
<b>Statewide Benefit Assessment</b>			<b>\$24,040</b>		<b>\$24,858</b>
<b>Payroll Costs</b>		<b>10.0</b>	<b>\$911,620</b>	<b>10.0</b>	<b>\$948,056</b>
<b>Total Personnel</b>		<b>10.0</b>	<b>\$911,620</b>	<b>10.0</b>	<b>\$948,056</b>
<b>Distribution By Source Of Funds</b>					
General Revenue		10.0	\$911,620	10.0	\$948,056
<b>Total All Funds</b>		<b>10.0</b>	<b>\$911,620</b>	<b>10.0</b>	<b>\$948,056</b>

# Performance Measures

## Department Of Business Regulation Securities Regulation

### *Timeliness of Complaint Resolution*

The Division of Securities Regulation is responsible for investigating and resolving consumer complaints and inquiries regarding the businesses it oversees. The figures below represent the average amount of time it takes the Securities Division to resolve a complaint.

	2012	2013	2014	2015	2016
<b>Target</b>	--	360 Days	50 Days	30 Days	30 Days
<b>Actual</b>	--	94 Days	8 Days	--	--

Performance for this measure is reported by state fiscal year.

### *Timeliness of License Issuance*

The Division of Securities Regulation is responsible for the registration of certain securities, the licensing and regulation of sales representatives, certain investment advisers, and certain investment adviser representatives. The figures below represent the average amount of time it takes the Securities Division to issue a license.

	2012	2013	2014	2015	2016
<b>Target</b>	--	14 Days	10 Days	20 Days	20 Days
<b>Actual</b>	10 Days	11 Days	34 Days	--	--

Performance for this measure is reported by state fiscal year.

### *Examination Closure*

Securities Regulation examinations help ensure compliance with the state's Franchise Investment Act, the registration of charitable organizations and fundraising groups, and the state's Real Estate Time-Share Act. DBR conducts on-site examinations of broker-dealers and investment advisers on an ongoing basis. The figures below represent the percentage of examinations conducted by the Securities Division that were closed within the scheduled timeframe.

	2012	2013	2014	2015	2016
<b>Target</b>	--	--	95%	95%	95%
<b>Actual</b>	100%	100%	72.13%	--	--

Performance for this measure is reported by state fiscal year.

# The Program

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## Department Of Business Regulation Insurance Regulation

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### **Program Mission**

To monitor effectively the financial condition and market conduct activities of insurance companies licensed to do business in the State of Rhode Island.

To monitor activities of all licensees such as producers, adjusters and appraisers.

To ensure consumer access to an equitable insurance market and respond to consumer inquiries and complaints.

To maintain accreditation by the National Association of Insurance Commissioners.

### **Program Description**

The Insurance Division is responsible for conducting financial examinations of domestic insurance companies to ensure financial solvency and market conduct examinations of domestic or foreign insurance companies to ensure compliance with the insurance statutes and regulations. The program performs several licensing functions including, but not limited to, the licensing of companies, producers, adjusters and appraisers. The program also reviews rate and form filings for the Life, Accident and Health, and Property and Casualty lines of business for compliance with state statutes and regulations, and addresses consumer complaints for these lines of business. The program monitors and introduces legislation in order to maintain accreditation by the National Association of Insurance Commissioners, which it initially received in June of 1993. The division was re-accredited in December 1998, December 2003, and again in June 2009, each time receiving the maximum accreditation period of five years.

### **Statutory History**

All chapters of R.I.G.L. §§27-1,42-14, and 28-29 through 28-38, and all Insurance Division regulations.

# The Budget

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## Department Of Business Regulation Insurance Regulation

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	2013 Audited	2014 Audited	2015 Enacted	2015 Revised	2016 Recommend
<b>Expenditures By Subprogram</b>					
Operations	4,666,483	4,858,147	5,177,250	5,621,771	5,763,467
<b>Total Expenditures</b>	<b>\$4,666,483</b>	<b>\$4,858,147</b>	<b>\$5,177,250</b>	<b>\$5,621,771</b>	<b>\$5,763,467</b>
<b>Expenditures By Object</b>					
Personnel	4,483,763	4,712,308	5,030,878	5,475,399	5,617,095
Operating Supplies and Expenses	142,378	136,451	142,872	142,872	142,872
<b>Subtotal: Operating Expenditures</b>	<b>4,626,141</b>	<b>4,848,759</b>	<b>5,173,750</b>	<b>5,618,271</b>	<b>5,759,967</b>
Capital Purchases and Equipment	40,342	9,388	3,500	3,500	3,500
<b>Total Expenditures</b>	<b>\$4,666,483</b>	<b>\$4,858,147</b>	<b>\$5,177,250</b>	<b>\$5,621,771</b>	<b>\$5,763,467</b>
<b>Expenditures By Funds</b>					
General Revenue	3,622,967	3,682,416	3,883,238	3,773,458	3,885,752
Restricted Receipts	1,043,516	1,175,731	1,294,012	1,848,313	1,877,715
<b>Total Expenditures</b>	<b>\$4,666,483</b>	<b>\$4,858,147</b>	<b>\$5,177,250</b>	<b>\$5,621,771</b>	<b>\$5,763,467</b>



# Personnel

## Department Of Business Regulation Insurance Regulation

	Grade	FY 2015		FY 2016	
		FTE	Cost	FTE	Cost
<b>Classified</b>					
DEPUTY DIRECTOR DEPARTMENT OF BUSINESS	00144A	1.0	139,379	1.0	142,121
CHIEF INSURANCE EXAMINER	00139A	1.0	111,256	1.0	113,441
ASSOCIATE DIRECTOR AND SUPERINTENDENT OF	00141A	3.0	332,278	3.0	338,763
INSURANCE EXAMINER-IN-CHARGE	0AB36A	7.0	698,974	7.0	712,312
PRINCIPAL INSURANCE EXAMINER	0AB31A	1.0	77,564	1.0	78,996
MARKET CONDUCT EXAMINER IN CHARGE	0AB36A	1.0	73,043	1.0	74,504
PRINCIPAL INSURANCE ANALYST	0AB31A	2.0	144,931	2.0	150,019
SENIOR INSURANCE EXAMINER	0AB28A	4.0	274,426	4.0	279,717
SENIOR MARKET CONDUCT EXAMINER	0AB28A	2.0	133,275	2.0	138,357
ADMINISTRATIVE OFFICER	0AB24A	1.0	62,371	1.0	63,611
SENIOR INSURANCE ANALYST	0AB28A	3.0	166,889	3.0	172,257
ASSISTANT ADMINISTRATIVE OFFICER	00121A	1.0	64,821	1.0	57,214
INSURANCE EXAMINER	0AB24A	4.0	196,263	4.0	204,264
CLERK SECRETARY	0AB16A	1.0	47,536	1.0	48,487
INSURANCE ANALYST	0AB24A	1.0	45,071	1.0	45,972
LICENSING AIDE	0AB15A	3.0	126,796	3.0	129,287
<b>Subtotal</b>		<b>36.0</b>	<b>\$2,694,873</b>	<b>36.0</b>	<b>\$2,749,322</b>
<b>Unclassified</b>					
ACCOUNTANT	00818A	1.0	48,958	1.0	49,937
<b>Subtotal</b>		<b>1.0</b>	<b>\$48,958</b>	<b>1.0</b>	<b>\$49,937</b>
Turnover		-	(281,108)	-	(276,529)
<b>Subtotal</b>		-	<b>(\$281,108)</b>	-	<b>(\$276,529)</b>
<b>Total Salaries</b>		<b>37.0</b>	<b>\$2,462,723</b>	<b>37.0</b>	<b>\$2,522,730</b>
<b>Benefits</b>					
Payroll Accrual			14,087		14,386
FICA			187,230		191,870
Retiree Health			166,236		151,361
Health Benefits			352,993		389,625
Retirement			599,186		621,598
<b>Subtotal</b>			<b>\$1,319,732</b>		<b>\$1,368,840</b>
<b>Total Salaries and Benefits</b>		<b>37.0</b>	<b>\$3,782,455</b>	<b>37.0</b>	<b>\$3,891,570</b>
<b>Cost Per FTE Position (Excluding Temporary and Seasonal)</b>			<b>\$102,229</b>		<b>\$105,178</b>
<b>Statewide Benefit Assessment</b>			<b>\$105,896</b>		<b>\$108,477</b>
<b>Payroll Costs</b>		<b>37.0</b>	<b>\$3,888,351</b>	<b>37.0</b>	<b>\$4,000,047</b>

# Personnel

## Department Of Business Regulation Insurance Regulation

	Grade	FY 2015		FY 2016	
		FTE	Cost	FTE	Cost
<b>Purchased Services</b>					
Clerical and Temporary Services			200		200
Management & Consultant Services			1,574,400		1,604,400
Legal Services			2,448		2,448
Training and Educational Services			10,000		10,000
<b>Subtotal</b>			<b>\$1,587,048</b>		<b>\$1,617,048</b>
<b>Total Personnel</b>		<b>37.0</b>	<b>\$5,475,399</b>	<b>37.0</b>	<b>\$5,617,095</b>
<b>Distribution By Source Of Funds</b>					
General Revenue		35.1	\$3,703,646	35.1	\$3,815,940
Restricted Receipts		1.9	\$1,771,753	1.9	\$1,801,155
<b>Total All Funds</b>		<b>37.0</b>	<b>\$5,475,399</b>	<b>37.0</b>	<b>\$5,617,095</b>

# Performance Measures

## Department Of Business Regulation Insurance Regulation

### *Timeliness of Complaint Resolution*

The Division of Securities Regulation is responsible for investigating and resolving consumer complaints and inquiries regarding the businesses it oversees. The figures below represent the average amount of time it takes the Insurance Division to resolve a complaint.

	2012	2013	2014	2015	2016
<b>Target</b>	--	360 Days	60 Days	60 Days	60 Days
<b>Actual</b>	--	2 Days	38 Days	--	--

Performance for this measure is reported by state fiscal year.

### *Timeliness of License Issuance*

The Division of Insurance Regulation licenses insurance companies as well as individuals and business entities involved in insurance sales and administration, claims adjustment, and motor vehicle damage appraisal. The figures below represent the average amount of time it takes the Insurance Division to issue a license.

	2012	2013	2014	2015	2016
<b>Target</b>	--	18 Days	10 Days	10 Days	10 Days
<b>Actual</b>	10 Days	14 Days	6 Days	--	--

Performance for this measure is reported by state fiscal year.

### *Examination Closure*

The Division of Insurance Regulation performs financial and market conduct examinations of companies chartered in Rhode Island to ensure financial solvency, fair treatment of consumers, and statutory and regulatory compliance. Timeliness of completion can depend on the size and complexity of the company under review. The figures below represent the percentage of examinations conducted by the Insurance Division that were closed within the scheduled timeframe.

	2012	2013	2014	2015	2016
<b>Target</b>	--	--	80%	80%	80%
<b>Actual</b>	67%	79%	69%	--	--

Performance for this measure is reported by state fiscal year.

# The Program

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## Department Of Business Regulation Board of Accountancy

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### **Program Mission**

The board intends to continue to intensify its analysis of continuing education records, as well as firm compliance with peer reviews, to efficiently process license renewals and responses, and to commence and resolve disciplinary actions efficiently and promptly.

### **Program Description**

The Board of Accountancy is an autonomous board that is responsible for the administration of the licensing of certified public accountants, public accountants, partnerships, corporations, and sole proprietorships. It processes applications and fees, and issues initial certificates and permits to regulated business, occupations and professions.

The board is responsible for governing the conduct of assigned licensees in order to comply with statutory provisions of the law and to promote the continued welfare of the general public. This includes recommending approval, denial, suspension or revocation of licenses or the imposition of such sanctions or penalties allowed by law.

Hearings are held when required in order to resolve complaints and to act upon the denial, suspension or revocation of licenses. The board investigates complaints from the general public in all areas of licensing addressed above.

Board personnel oversee the analysis of each CPA or PA application prior to Board review. In addition, Board personnel provide the general public with application and licensing information regarding all certified public accountants and public accountants and update monthly the listing of individual licensees and CPA firms on the Department of Business Regulation website, which facilitates information to the general public.

### **Statutory History**

R.I.G.L. §§5-3.1 et seq. (1956) relate to the Board of Accountancy.

# The Budget

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## Department Of Business Regulation Board of Accountancy

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	<b>2013 Audited</b>	<b>2014 Audited</b>	<b>2015 Enacted</b>	<b>2015 Revised</b>	<b>2016 Recommend</b>
<b>Expenditures By Subprogram</b>					
Operations	49,615	5,037	16,654	16,654	16,654
<b>Total Expenditures</b>	<b>\$49,615</b>	<b>\$5,037</b>	<b>\$16,654</b>	<b>\$16,654</b>	<b>\$16,654</b>
<b>Expenditures By Object</b>					
Personnel	42,398	-	6,885	6,885	6,885
Operating Supplies and Expenses	6,126	5,037	9,769	9,769	9,769
<b>Subtotal: Operating Expenditures</b>	<b>48,524</b>	<b>5,037</b>	<b>16,654</b>	<b>16,654</b>	<b>16,654</b>
Capital Purchases and Equipment	1,091	-	-	-	-
<b>Total Expenditures</b>	<b>\$49,615</b>	<b>\$5,037</b>	<b>\$16,654</b>	<b>\$16,654</b>	<b>\$16,654</b>
<b>Expenditures By Funds</b>					
General Revenue	49,615	5,037	16,654	16,654	16,654
<b>Total Expenditures</b>	<b>\$49,615</b>	<b>\$5,037</b>	<b>\$16,654</b>	<b>\$16,654</b>	<b>\$16,654</b>

# The Program

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## Department Of Business Regulation Commercial Licensing, Racing & Athletics

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### Program Mission

To increase the efficiency and effectiveness of occupational licensing programs and inspections in order to safeguard the health, safety, and welfare of the general public; to enforce, adjust, amend, and interpret all rules and regulations governing pari-mutuel wagering sports and all professional boxing, wrestling, kickboxing and mixed martial arts events in the state.

### Program Description

Commercial Licensing, Racing and Athletics is responsible for the licensing and regulation of real estate agents, brokers and appraisers, auto body and salvage re-builder shops, auto wrecking and salvage yards, glass installation, upholsterers, auctioneers, liquor wholesalers, breweries, wineries, salespersons (representing wholesalers) and agents (representing manufacturers and distillers), Class G (boat/airline/railroads) license holders, line-cleaners, and mobile and manufactured homes and parks, and the enforcement of unit pricing, motor fuel advertising and health club pre-opening laws. The division is also responsible for supervising the enforcement of laws related to licensing and regulation of racing and athletics activities, including dog racing, boxing, wrestling, kickboxing and simulcast wagering and the accounting and collection of racing taxes and fees as specified by state law.

The program provides the general public with application and licensing information for various occupations, businesses and professions. It investigates complaints received from the general public in all areas of licensing. The division also oversees simulcast wagering operations at the Twin River and Newport Grand facilities and conducts and participates in hearings, collects tax revenue and issues occupational licenses.

### Statutory History

R.I.G.L. §5-58 relates to auctioneers; R.I.G.L. §5-20.5 relates to real estate; R.I.G.L. §5-20.7 relates to real estate appraisers; R.I.G.L. §5-38 relates to automobile body repair shops; R.I.G.L. §5-50 relates to pre-opening of health club sales campaigns; R.I.G.L. §6-31 relates to unit pricing; R.I.G.L. §§23-26 relates to bedding and upholstered furniture; R.I.G.L. §§31-44 & §§31-44.1 relate to mobile and manufactured homes; R.I.G.L. §42-14.2 relates to auto wrecking and salvage yards; R.I.G.L. §§31-37 relates to advertising and sale of motor fuel at retail, R.I.G.L. §31-46-7 relates to auto body salvage re-builders' licenses; and R.I.G.L. §3-1 relates to alcoholic beverages. R.I.G.L. §41-1 established the Commission on Horse Racing and Athletics in 1956. In 1987, the general laws were amended abolishing the commission and creating the Division of Racing and Athletics within the Department of Business Regulation.

# The Budget

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## Department Of Business Regulation Commercial Licensing, Racing & Athletics

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	2013 Audited	2014 Audited	2015 Enacted	2015 Revised	2016 Recommend
<b>Expenditures By Subprogram</b>					
Operations	1,012,938	1,043,749	1,170,059	1,192,450	1,220,883
<b>Total Expenditures</b>	<b>\$1,012,938</b>	<b>\$1,043,749</b>	<b>\$1,170,059</b>	<b>\$1,192,450</b>	<b>\$1,220,883</b>
<b>Expenditures By Object</b>					
Personnel	958,936	986,460	1,009,198	1,030,889	1,059,597
Operating Supplies and Expenses	46,987	53,260	77,660	78,360	78,085
Assistance and Grants	-	-	80,000	80,000	80,000
<b>Subtotal: Operating Expenditures</b>	<b>1,005,923</b>	<b>1,039,720</b>	<b>1,166,858</b>	<b>1,189,249</b>	<b>1,217,682</b>
Capital Purchases and Equipment	7,015	4,029	3,201	3,201	3,201
<b>Total Expenditures</b>	<b>\$1,012,938</b>	<b>\$1,043,749</b>	<b>\$1,170,059</b>	<b>\$1,192,450</b>	<b>\$1,220,883</b>
<b>Expenditures By Funds</b>					
General Revenue	682,918	598,514	586,948	546,579	561,821
Restricted Receipts	330,020	445,235	583,111	645,871	659,062
<b>Total Expenditures</b>	<b>\$1,012,938</b>	<b>\$1,043,749</b>	<b>\$1,170,059</b>	<b>\$1,192,450</b>	<b>\$1,220,883</b>

# Personnel

## Department Of Business Regulation Commercial Licensing, Racing & Athletics

	Grade	FY 2015		FY 2016	
		FTE	Cost	FTE	Cost
<b>Classified</b>					
ADMINISTRATOR REAL ESTATE	00135A	1.0	90,810	1.0	92,553
CHIEF LICENSING EXAMINER-RACING &	00133A	1.0	77,193	1.0	78,737
CHIEF PUBLIC PROTECTION INSPECTOR	0AB32A	1.0	74,391	1.0	75,879
IMPLEMENTATION AIDE	0AB22A	1.0	56,219	1.0	57,344
PARI-MUTUAL OPERATIONS SPECIALIST	03726A	2.0	101,600	2.0	105,196
LIQUOR CONTROL INVESTIGATOR	0AB18A	1.0	50,983	1.0	51,992
LICENSING AIDE	0AB15A	4.0	164,401	4.0	169,695
<b>Subtotal</b>		<b>11.0</b>	<b>\$615,597</b>	<b>11.0</b>	<b>\$631,396</b>
Temporary and Seasonal		-	43,341	-	43,974
<b>Subtotal</b>		<b>-</b>	<b>\$43,341</b>	<b>-</b>	<b>\$43,974</b>
<b>Total Salaries</b>		<b>11.0</b>	<b>\$658,938</b>	<b>11.0</b>	<b>\$675,370</b>
<b>Benefits</b>					
Payroll Accrual			3,524		3,602
FICA			50,406		51,664
Retiree Health			41,553		37,884
Health Benefits			99,185		107,311
Retirement			149,774		155,575
<b>Subtotal</b>			<b>\$344,442</b>		<b>\$356,036</b>
<b>Total Salaries and Benefits</b>		<b>11.0</b>	<b>\$1,003,380</b>	<b>11.0</b>	<b>\$1,031,406</b>
<b>Cost Per FTE Position (Excluding Temporary and Seasonal)</b>			<b>\$87,276</b>		<b>\$89,767</b>
<b>Statewide Benefit Assessment</b>			<b>\$26,469</b>		<b>\$27,151</b>
<b>Payroll Costs</b>		<b>11.0</b>	<b>\$1,029,849</b>	<b>11.0</b>	<b>\$1,058,557</b>
<b>Purchased Services</b>					
Clerical and Temporary Services			640		640
Other Contracts			400		400
<b>Subtotal</b>			<b>\$1,040</b>		<b>\$1,040</b>
<b>Total Personnel</b>		<b>11.0</b>	<b>\$1,030,889</b>	<b>11.0</b>	<b>\$1,059,597</b>
<b>Distribution By Source Of Funds</b>					
General Revenue		7.0	\$540,678	7.0	\$556,195
Restricted Receipts		4.0	\$490,211	4.0	\$503,402
<b>Total All Funds</b>		<b>11.0</b>	<b>\$1,030,889</b>	<b>11.0</b>	<b>\$1,059,597</b>



# Performance Measures

## Department Of Business Regulation Commercial Licensing, Racing & Athletics

### *Timeliness of Complaint Resolution*

The Division of Commercial Licensing and Racing and Athletics is responsible for investigating and resolving consumer complaints and inquiries regarding the businesses it oversees. The figures below represent the average amount of time it takes the Commercial Licensing, Racing & Athletics Division to resolve a complaint.

	2012	2013	2014	2015	2016
<b>Target</b>	--	360 Days	50 Days	30 Days	30 Days
<b>Actual</b>	193 Days	72 Days	14 Days	--	--

Performance for this measure is reported by state fiscal year.

### *Timeliness of License Issuance*

The Division of Commercial Licensing and Racing and Athletics oversees licensing and regulation of various types of businesses. The program aims to increase the efficiency and effectiveness of occupational licensing programs and inspections in order to safeguard the health, safety, and welfare of the general public. The figures below represent the average amount of time it takes the Commercial Licensing, Racing & Athletics Division to issue a license.

	2012	2013	2014	2015	2016
<b>Target</b>	--	25 Days	10 Days	10 Days	10 Days
<b>Actual</b>	--	4 Days	6 Days	--	--

Performance for this measure is reported by state fiscal year.

### *Inspection Closure*

Commercial Licensing and Racing and Athletics inspections help ensure compliance with state regulations. The figures below represent the percentage of inspections conducted by the Commercial Licensing, Racing & Athletics Division that have been closed within the scheduled timeframe.

	2012	2013	2014	2015	2016
<b>Target</b>	--	--	85%	85%	85%
<b>Actual</b>	--	72.1%	88%	--	--

Performance for this measure is reported by state fiscal year.

# The Program

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## Department Of Business Regulation Boards for Design Professionals

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### **Program Mission**

To examine, license, register and act upon complaints brought before the Boards for professional engineers, land surveyors, landscape architects and architects for the purpose of safeguarding the health, safety, and welfare of the public.

### **Program Description**

In the 1998 enacted budget, the Boards for Design Professionals was created as a consolidated program consisting of the Board of Registration for Professional Engineers, the Board of Registration for Professional Land Surveyors, the Board of Examiners of Landscape Architects and the Board of Examination and Registration of Architects.

Each Board is responsible for: examining and registering qualified candidates; issuing license renewals when appropriate; proctoring exams when appropriate; maintaining records of all applicants and licensees; implementing rules and regulation; and hearing and acting upon complaints.

In the FY 2008 enacted budget, the Boards for Design Professionals was moved to the Department of Business Regulation as a division known as Design Professionals.

### **Statutory History**

The Boards of Land Surveyors and Engineers were established by Title 5, Chapter 8 of the Rhode Island General Laws in 1938. In 1990, Chapter 8 was amended and Chapter 8.1 was enacted, creating two Boards – The Board of Engineers and the Board of Land Surveyors, both within the Department of Business Regulation. In 1991, the law was further amended to allow the Boards to become autonomous.

The Board of Architects was established in by Chapter 23-27 of the Rhode Island Public Laws in 1936. This law was repealed in its entirety in 1977, and was replaced by Title 5, Chapter 1 of the Rhode Island General Laws.

The Board of Landscape Architects was established by Title 5, Chapter 51 of the Rhode Island General Laws 1975.

# The Budget

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## Department Of Business Regulation Boards for Design Professionals

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	2013 Audited	2014 Audited	2015 Enacted	2015 Revised	2016 Recommend
<b>Expenditures By Subprogram</b>					
Operations	254,646	253,105	260,635	264,810	273,009
<b>Total Expenditures</b>	<b>\$254,646</b>	<b>\$253,105</b>	<b>\$260,635</b>	<b>\$264,810</b>	<b>\$273,009</b>
<b>Expenditures By Object</b>					
Personnel	192,871	198,474	203,070	207,245	215,444
Operating Supplies and Expenses	60,763	53,849	57,565	57,565	57,565
<b>Subtotal: Operating Expenditures</b>	<b>253,634</b>	<b>252,323</b>	<b>260,635</b>	<b>264,810</b>	<b>273,009</b>
Capital Purchases and Equipment	1,012	782	-	-	-
<b>Total Expenditures</b>	<b>\$254,646</b>	<b>\$253,105</b>	<b>\$260,635</b>	<b>\$264,810</b>	<b>\$273,009</b>
<b>Expenditures By Funds</b>					
General Revenue	254,646	253,105	260,635	264,810	273,009
<b>Total Expenditures</b>	<b>\$254,646</b>	<b>\$253,105</b>	<b>\$260,635</b>	<b>\$264,810</b>	<b>\$273,009</b>

# Personnel

## Department Of Business Regulation Boards for Design Professionals

	Grade	FY 2015		FY 2016	
		FTE	Cost	FTE	Cost
<b>Unclassified</b>					
ADMINISTRATIVE ASSISTANT	00823A	1.0	65,265	1.0	66,527
ADMINISTRATIVE SUPPORT SPECIALIST	00324A	1.0	62,277	1.0	65,462
<b>Subtotal</b>		<b>2.0</b>	<b>\$127,542</b>	<b>2.0</b>	<b>\$131,989</b>
<b>Total Salaries</b>		<b>2.0</b>	<b>\$127,542</b>	<b>2.0</b>	<b>\$131,989</b>
<b>Benefits</b>					
Payroll Accrual			729		752
FICA			9,756		10,098
Retiree Health			8,609		7,920
Health Benefits			22,894		25,287
Retirement			31,031		32,522
<b>Subtotal</b>			<b>\$73,019</b>		<b>\$76,579</b>
<b>Total Salaries and Benefits</b>		<b>2.0</b>	<b>\$200,561</b>	<b>2.0</b>	<b>\$208,568</b>
<b>Cost Per FTE Position (Excluding Temporary and Seasonal)</b>			<b>\$100,281</b>		<b>\$104,284</b>
<b>Statewide Benefit Assessment</b>			<b>\$5,484</b>		<b>\$5,676</b>
<b>Payroll Costs</b>		<b>2.0</b>	<b>\$206,045</b>	<b>2.0</b>	<b>\$214,244</b>
<b>Purchased Services</b>					
Clerical and Temporary Services			1,200		1,200
<b>Subtotal</b>			<b>\$1,200</b>		<b>\$1,200</b>
<b>Total Personnel</b>		<b>2.0</b>	<b>\$207,245</b>	<b>2.0</b>	<b>\$215,444</b>
<b>Distribution By Source Of Funds</b>					
General Revenue		2.0	\$207,245	2.0	\$215,444
<b>Total All Funds</b>		<b>2.0</b>	<b>\$207,245</b>	<b>2.0</b>	<b>\$215,444</b>

# Performance Measures

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## Department Of Business Regulation Boards for Design Professionals

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### *Timeliness of Complaint Resolution*

The Boards for Design Professionals registers and acts upon complaints for the purpose of safeguarding the health, safety, and welfare of the public. The figures below represent the average amount of time it takes the Boards for Design Professionals to resolve a complaint.

	2012	2013	2014	2015	2016
<b>Target</b>	--	360 Days	100 Days	30 Days	30 Days
<b>Actual</b>	224 Days	147 Days	12 Days	--	--

Performance for this measure is reported by state fiscal year.

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### *Timeliness of License Issuance*

The Boards for Design Professionals examines and licenses professional engineers, land surveyors, landscape and traditional architects. The figures below represent the average amount of time it takes the Boards for Design Professionals to issue a license.

	2012	2013	2014	2015	2016
<b>Target</b>	--	123 Days	45 Days	45 Days	45 Days
<b>Actual</b>	57 Days	87 Days	100 Days	--	--

Performance for this measure is reported by state fiscal year.

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# The Program

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## Department Of Business Regulation Office of Health Insurance Commissioner

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### **Program Mission**

To guard the solvency of health insurers;

To protect the interests of consumers;

To encourage fair treatment of health care providers;

To encourage policies and developments that improve the quality and efficiency of health care service delivery and outcomes;

To view the health care system as a comprehensive entity and encourage and direct insurers towards policies that advance the welfare of the public through overall efficiency, improved health care quality, and appropriate access.

### **Program Description**

The 2004 General Assembly established The Office of the Health Insurance Commissioner (OHIC). The Health Insurance Commissioner is appointed by the Governor with the advice and consent of the Senate.

OHIC staff is statutorily responsible for the regulation of Health Insurers and Hospital/Medical Service Corporations. These include but are not limited to company licensure, form and rate filing for regulatory compliance, and financial and market conduct examinations. It is also engaged in policy and legislative development, rate hearing administration, regulatory development and promulgation, consumer affairs and provider affairs and coordination with provisions of the Affordable Care Act.

The Department of Business Regulation shares certain administrative and regulatory services and personnel with OHIC as directed by statute.

### **Statutory History**

R.I.G.L. §42-14.5-1 established the Office of the Health Insurance Commissioner.

Applicable insurer regulations are found in various chapters of the R.I.G.L. Titles 27 and 42.

# The Budget

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## Department Of Business Regulation Office of Health Insurance Commissioner

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	2013 Audited	2014 Audited	2015 Enacted	2015 Revised	2016 Recommend
<b>Expenditures By Subprogram</b>					
Operations	5,225,712	2,543,384	2,539,472	2,941,922	3,341,757
<b>Total Expenditures</b>	<b>\$5,225,712</b>	<b>\$2,543,384</b>	<b>\$2,539,472</b>	<b>\$2,941,922</b>	<b>\$3,341,757</b>
<b>Expenditures By Object</b>					
Personnel	5,150,369	2,540,037	2,509,176	2,843,410	3,300,736
Operating Supplies and Expenses	73,825	(585)	30,296	98,512	41,021
<b>Subtotal: Operating Expenditures</b>	<b>5,224,194</b>	<b>2,539,452</b>	<b>2,539,472</b>	<b>2,941,922</b>	<b>3,341,757</b>
Capital Purchases and Equipment	1,518	3,932	-	-	-
<b>Total Expenditures</b>	<b>\$5,225,712</b>	<b>\$2,543,384</b>	<b>\$2,539,472</b>	<b>\$2,941,922</b>	<b>\$3,341,757</b>
<b>Expenditures By Funds</b>					
General Revenue	522,504	501,668	507,142	461,914	535,017
Federal Funds	4,698,165	2,038,842	2,021,830	2,469,508	2,795,240
Restricted Receipts	5,043	2,874	10,500	10,500	11,500
<b>Total Expenditures</b>	<b>\$5,225,712</b>	<b>\$2,543,384</b>	<b>\$2,539,472</b>	<b>\$2,941,922</b>	<b>\$3,341,757</b>

# Personnel

## Department Of Business Regulation Office of Health Insurance Commissioner

	Grade	FY 2015		FY 2016	
		FTE	Cost	FTE	Cost
<b>Unclassified</b>					
HEALTH INSURANCE COMMISSIONER	00854A	1.0	181,421	1.0	190,986
EXECUTIVE ASSISTANT/CHIEF OF STAFF	00841A	1.0	105,581	1.0	107,693
DEPUTY EXECUTIVE	00841A	1.0	109,851	1.0	103,109
ASSOCIATE DIRECTOR FOR PLANNING, POLICY & EXECUTIVE DIRECTOR	00843A	2.0	214,197	2.0	227,993
PRINCIPAL POLICY ASSOCIATE	00736A	1.0	88,681	1.0	90,455
SPECIAL PROJECTS COORDINATOR	00837A <sup>2</sup>	4.0	344,461	4.0	365,527
PRINCIPAL PLANNING AND PROGRAM SPECIALIST	00829A	1.0	71,596	1.0	73,028
ADMINISTRATIVE OFFICER	00828A	1.0	49,254	1.0	62,262
ADMINISTRATIVE OFFICER	00822A	1.0	48,551	1.0	46,555
<b>Subtotal</b>		<b>13.0</b>	<b>\$1,213,593</b>	<b>13.0</b>	<b>\$1,267,608</b>
Turnover		-	(118,915)	-	-
<b>Subtotal</b>		-	<b>(\$118,915)</b>	-	-
<b>Total Salaries</b>		<b>13.0</b>	<b>\$1,094,678</b>	<b>13.0</b>	<b>\$1,267,608</b>
<b>Benefits</b>					
Payroll Accrual			6,246		7,152
FICA			79,964		91,946
Retiree Health			73,891		76,766
Health Benefits			125,223		164,995
Retirement			266,335		308,924
<b>Subtotal</b>			<b>\$551,659</b>		<b>\$649,783</b>
<b>Total Salaries and Benefits</b>		<b>13.0</b>	<b>\$1,646,337</b>	<b>13.0</b>	<b>\$1,917,391</b>
<b>Cost Per FTE Position (Excluding Temporary and Seasonal)</b>			<b>\$126,641</b>		<b>\$147,492</b>
<b>Statewide Benefit Assessment</b>			<b>\$47,073</b>		<b>\$54,013</b>
<b>Payroll Costs</b>		<b>13.0</b>	<b>\$1,693,410</b>	<b>13.0</b>	<b>\$1,971,404</b>
<b>Purchased Services</b>					
Management & Consultant Services			1,150,000		1,329,332
<b>Subtotal</b>			<b>\$1,150,000</b>		<b>\$1,329,332</b>
<b>Total Personnel</b>		<b>13.0</b>	<b>\$2,843,410</b>	<b>13.0</b>	<b>\$3,300,736</b>
<b>Distribution By Source Of Funds</b>					
General Revenue		3.0	\$448,704	3.0	\$521,807
Federal Funds		10.0	\$2,394,706	10.0	\$2,778,929
<b>Total All Funds</b>		<b>13.0</b>	<b>\$2,843,410</b>	<b>13.0</b>	<b>\$3,300,736</b>

<sup>2</sup> FY 2016: FTE position is in support of the State Innovation Models (SIM) Initiative



# Performance Measures

## Department Of Business Regulation Office of Health Insurance Commissioner

### *Insurer Surplus as a Percentage of Revenue (SAPOR)*

Surplus as a Percent of Revenue (SAPOR) is the industry standard measure of health insurer financial stability. The Office of the Health Insurance Commissioner (OHIC) tracks SAPOR in support of its legislative mandate to monitor insurer solvency. The figures below represent the straight average (unweighted by membership) of insurer SAPOR. Because SAPOR targets vary by insurance company, the targets below are averages for companies operating in the Rhode Island market.

	2012	2013	2014	2015	2016
<b>Target</b>	--	21.5%	21.5%	21.5%	21.5%
<b>Actual</b>	20.1%	20.2%	18.5%	--	--

Performance for this measure is reported by state fiscal year.

### *Complaints in Queue*

In support of its legislative mandate to protect consumers, the Office of the Health Insurance Commissioner (OHIC) measures the number of consumer health insurance complaints it receives that are in its queue for a response. OHIC's focus is on tracking and reporting complaints, so an increasing number of reported claims may reflect improvement. The figures below represent the number of health insurance complaints in queue.

	2012	2013	2014	2015	2016
<b>Target</b>	--	65	65	60	60
<b>Actual</b>	63	55	101	--	--

Performance for this measure is reported by state fiscal year.

### *Small Business Premium Rate Increases*

The Office of the Health Insurance Commissioner (OHIC) annually reviews and approves commercial premiums. This review supports OHIC's charge to balance insurance affordability and insurer solvency. This measure focuses on approved premiums for small groups (fewer than 50 employees). Due to their size, small groups often have higher rates of increase than large employers and are more vulnerable to changes in their cost structure. OHIC has begun monitoring how closely the effective rates of increase track the approved rates, which will significantly improve future performance data monitoring. The figures below represent the target and approved essential health benefits (EHB) base rate for smaller group issuers.

	2012	2013	2014	2015	2016
<b>Target</b>	--	--	\$369	\$391	\$410
<b>Actual</b>	--	\$348	\$369	--	--

Performance for this measure is reported by state fiscal year.

# Agency

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## Department Of Labor And Training

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### Agency Mission

To provide and administer public programs for workforce development, income support, injured workers services, and workforce regulation and safety that respond to customer expectations, leads to an improved economy, and enhance the quality of life for all residents in Rhode Island.

### Agency Description

The Department of Labor and Training is the primary workforce agency responsible for the administration of a comprehensive array of employment and training services to Rhode Island's job seekers and business community. It executes programs and administers laws governing the following six program areas: Executive Management, Income Support, Workforce Development Services and Worker's Compensation, Workforce Regulation and Safety and the Labor Relations Board.

The Executive Management Program is responsible for strategic planning, policy and oversight to promote all departmental functions and to ensure the efficient and effective use of federal and state resources.

The Income Support Program encompasses all functions and activities related to Unemployment Insurance (UI), Temporary Disability Insurance (TDI), and the Police and Fire Relief Fund(P&F).

The Workforce Development Program administers federal and state employment and training programs designed to help individuals find gainful employment and employers' with skilled workers. The program includes the Governor's Workforce Board (State Workforce Investment Board and the Human Resource Investment Council) which was established to unify the governing mandates defined by both state and federal legislation and to institute common statewide policies, goals and strategies for the coordination of employment and training programs, employment-associated educational programs and related services for all system stakeholders. This alignment ensures strategies that create and address a demand-driven workforce agenda that is responsive to the needs of Rhode Island businesses.

The Workers Compensation Program operates the State's Workers' Compensation System. The Dr. John E. Donley Center provides work hardening rehabilitation services for workers injured on the job. The Workers' Compensation Education unites educates and provides information to workers and employers regarding Workers' Compensation laws and regulations.

The Workforce Regulation and Safety Program is responsible for enforcing laws relating to professional regulation, labor standards, occupational health and safety and certification of weights and measures.

The Labor Relations Board is responsible for public sector bargaining unit determinations, collective bargaining elections, and investigations of charges of unfair practices.

### Statutory History

R.I.G.L. 42-16 created the department in 1996. R.I.G.L. 42-6 authorizes the appointment of the Director of Labor and Training.

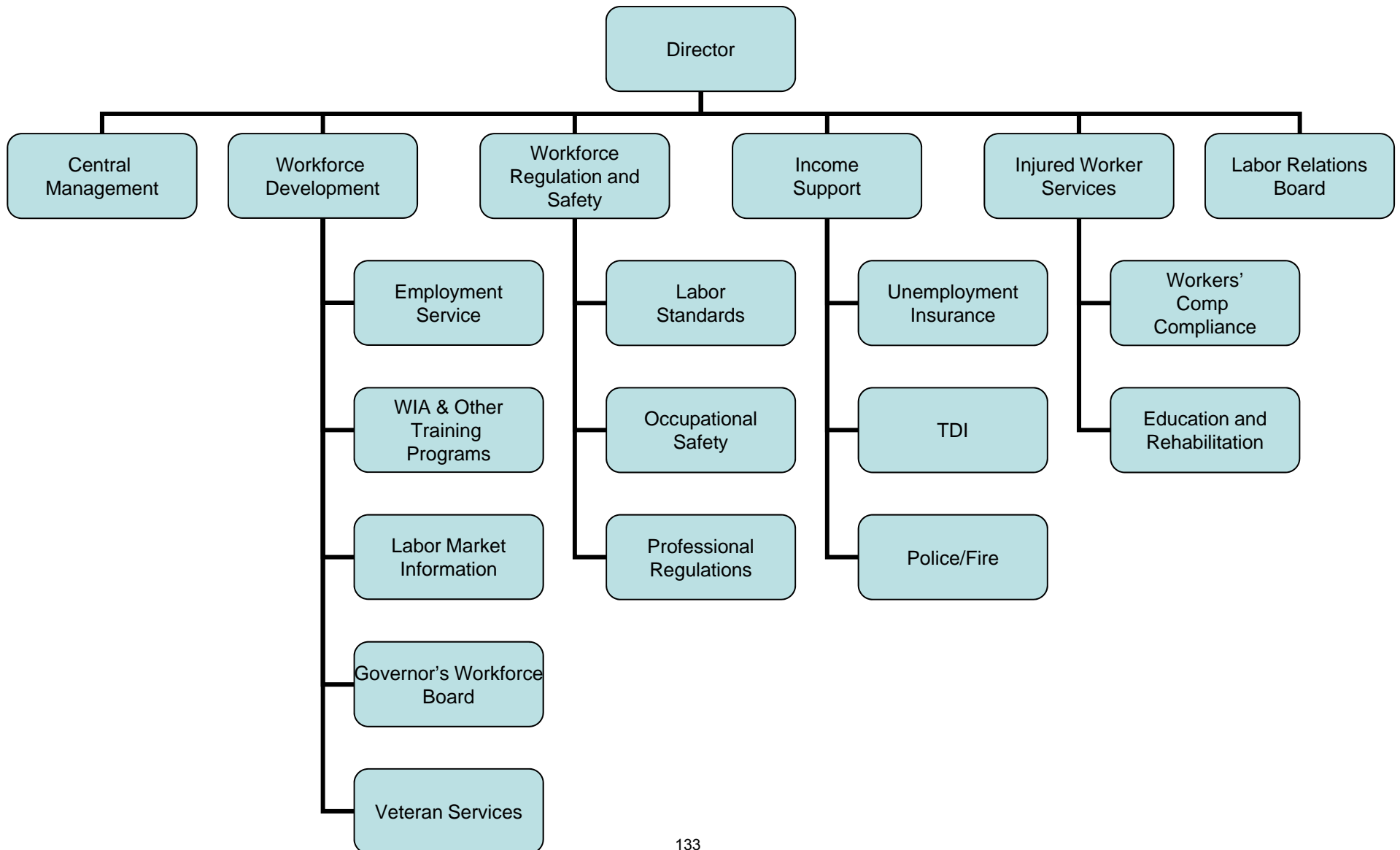
# Budget

## Department Of Labor And Training

	FY 2013 Audited	FY 2014 Audited	FY 2015 Enacted	FY 2015 Revised	FY 2016 Recommend
<b>Expenditures By Program</b>					
Central Management	615,810	697,641	2,437,211	1,468,181	1,980,112
Workforce Development Services	26,575,063	28,651,030	34,761,176	45,160,030	30,619,841
Workforce Regulation and Safety	2,962,592	3,004,733	2,720,916	2,794,384	2,925,633
Income Support	613,279,766	470,573,459	462,320,667	429,122,385	400,791,134
Injured Workers Services	8,050,179	8,035,081	8,951,372	8,645,481	8,501,946
Labor Relations Board	382,834	386,646	388,648	381,690	389,651
<b>Total Expenditures</b>	<b>\$651,866,244</b>	<b>\$511,348,590</b>	<b>\$511,579,990</b>	<b>\$487,572,151</b>	<b>\$445,208,317</b>
<b>Expenditures By Object</b>					
Personnel	41,367,329	41,823,749	42,470,021	48,678,880	45,969,573
Operating Supplies and Expenses	5,096,093	4,591,947	4,898,680	4,617,835	5,929,723
Assistance and Grants	566,744,482	433,828,590	428,486,982	396,047,536	383,355,728
Aid to Local Units of Government	-	9,664	-	-	-
<b>Subtotal: Operating Expenditures</b>	<b>613,207,904</b>	<b>480,253,950</b>	<b>475,855,683</b>	<b>449,344,251</b>	<b>435,255,024</b>
Capital Purchases and Equipment	326,436	249,619	2,052,638	3,623,043	1,696,551
Debt Service (Fixed Charges)	6,029,424	3,024,016	5,000,000	2,300,000	-
Operating Transfers	32,302,480	27,821,005	28,671,669	32,304,857	8,256,742
<b>Total Expenditures</b>	<b>\$651,866,244</b>	<b>\$511,348,590</b>	<b>\$511,579,990</b>	<b>\$487,572,151</b>	<b>\$445,208,317</b>
<b>Expenditures By Funds</b>					
General Revenue	7,730,995	8,027,721	8,669,103	9,013,937	8,424,769
Federal Funds	151,039,255	72,019,823	42,183,672	51,450,837	38,164,061
Restricted Receipts	36,663,287	36,675,422	41,540,583	51,418,162	23,130,150
Operating Transfers from Other Funds	200,990	142,532	2,005,996	750,000	1,500,000
Other Funds	456,231,717	394,483,092	417,180,636	374,939,215	373,989,337
<b>Total Expenditures</b>	<b>\$651,866,244</b>	<b>\$511,348,590</b>	<b>\$511,579,990</b>	<b>\$487,572,151</b>	<b>\$445,208,317</b>
<b>FTE Authorization</b>	<b>423.0</b>	<b>410.0</b>	<b>410.0</b>	<b>410.0</b>	<b>410.0</b>

# The Agency

## Department of Labor and Training



# Personnel

## Department Of Labor And Training Agency Summary

	Grade	FY 2015		FY 2016	
		FTE	Cost	FTE	Cost
Classified		394.0	23,126,256	394.0	23,645,768
Unclassified		16.0	1,564,737	16.0	1,591,017
<b>Subtotal</b>		<b>410.0</b>	<b>\$24,690,993</b>	<b>410.0</b>	<b>\$25,236,785</b>
Cost Allocation from Other Programs		54.7	2,616,972	37.8	1,643,895
Cost Allocation to Other Programs		(54.7)	(\$2,616,972)	(37.8)	(\$1,643,895)
Overtime		-	545,000	-	595,000
Turnover		-	(\$1,159,176)	-	(\$2,229,713)
<b>Subtotal</b>		<b>-</b>	<b>(\$614,176)</b>	<b>-</b>	<b>(\$1,634,713)</b>
<b>Total Salaries</b>		<b>410.0</b>	<b>\$24,076,817</b>	<b>410.0</b>	<b>\$23,602,072</b>
<b>Benefits</b>					
Payroll Accrual			125,647		113,785
FICA			1,850,884		1,796,878
Retiree Health			1,646,649		1,483,674
Health Benefits			5,108,172		5,162,121
Retirement			5,734,548		5,657,963
<b>Subtotal</b>			<b>\$14,465,900</b>		<b>\$14,214,421</b>
<b>Total Salaries and Benefits</b>		<b>410.0</b>	<b>\$38,542,717</b>	<b>410.0</b>	<b>\$37,816,493</b>
<b>Cost Per FTE Position (Excluding Temporary and Seasonal)</b>			<b>\$94,007</b>		<b>\$92,235</b>
<b>Statewide Benefit Assessment</b>			<b>\$1,013,940</b>		<b>\$994,395</b>
<b>Payroll Costs</b>		<b>410.0</b>	<b>\$39,556,657</b>	<b>410.0</b>	<b>\$38,810,888</b>
<b>Purchased Services</b>					
Information Technology			6,328,093		4,463,063
Clerical and Temporary Services			117,094		118,178
Management & Consultant Services			162		164
Legal Services			546,076		447,052
Other Contracts			322,228		303,753
Buildings and Ground Maintenance			228		230
Training and Educational Services			147,753		149,215
Medical Services			1,660,589		1,677,030
<b>Subtotal</b>			<b>\$9,122,223</b>		<b>\$7,158,685</b>
<b>Total Personnel</b>		<b>410.0</b>	<b>\$48,678,880</b>	<b>410.0</b>	<b>\$45,969,573</b>
<b>Distribution By Source Of Funds</b>					
General Revenue		25.0	\$3,323,071	26.2	\$3,346,752
Federal Funds		216.7	\$26,694,934	233.6	\$24,901,567
Restricted Receipts		104.7	\$12,543,477	87.8	\$11,484,997
Other Funds		63.6	\$6,117,398	62.4	\$6,236,257
<b>Total All Funds</b>		<b>410.0</b>	<b>\$48,678,880</b>	<b>410.0</b>	<b>\$45,969,573</b>

# The Program

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## Department Of Labor And Training Central Management

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### **Program Mission**

To provide leadership, management and strategic planning for the development and implementation of a cost efficient and effective service delivery system.

To provide competent legal representation and consultation to all departmental staffing the execution of programs and services.

To provide comprehensive financial management, professional staff development and management information services to all divisions within the department.

### **Program Description**

Organized through the Director's office, the Executive Management Program provides leadership, management, planning and program oversight for all departmental activities. An important aspect of the Executive Management program involves the sharing of information with the Department and the Governor's staff, other department directors and agency heads, U.S. Department of Labor representatives, state and federal legislators, local employment and training officials and professional service organizations.

The Executive Management Program provides administrative services for the Department including, legal services, purchasing, facilities and financial management. The Legal Services unit litigates for the department, interprets law and regulations, and provides counsel to the Director and staff on complex legal issues. The Facilities Management and Purchasing Units manage purchasing functions, operate a central stock and mail room, coordinate the maintenance and support of facilities, incident response and management, and other ancillary services. The Financial Management unit prepares the department's budgets, performs appropriation control and cash management functions, and is responsible for all federal and state financial reporting requirements. The Human Resources, Facilities Management and Information Systems functions are centralized functions and are administered in collaboration with the Department of Administration. The Human Resources unit processes all personnel actions, maintains central personnel files and assists with labor relations. The Information Services unit provides the coordination, planning, technical evaluation and implementation of information systems.

### **Statutory History**

Title 42 of the Rhode Island General Laws establishes the responsibilities of the Director.

# The Budget

## Department Of Labor And Training Central Management

	2013 Audited	2014 Audited	2015 Enacted	2015 Revised	2016 Recommend
<b>Expenditures By Subprogram</b>					
Operations	615,810	697,641	2,437,211	1,468,181	1,980,112
<b>Total Expenditures</b>	<b>\$615,810</b>	<b>\$697,641</b>	<b>\$2,437,211</b>	<b>\$1,468,181</b>	<b>\$1,980,112</b>
<b>Expenditures By Object</b>					
Personnel	411,224	527,197	401,604	441,726	451,393
Operating Supplies and Expenses	54,477	168,622	28,076	27,242	27,494
Assistance and Grants	1,199	1,189	1,515	1,204	1,216
<b>Subtotal: Operating Expenditures</b>	<b>466,900</b>	<b>697,008</b>	<b>431,195</b>	<b>470,172</b>	<b>480,103</b>
Capital Purchases and Equipment	148,910	633	2,006,016	998,009	1,500,009
<b>Total Expenditures</b>	<b>\$615,810</b>	<b>\$697,641</b>	<b>\$2,437,211</b>	<b>\$1,468,181</b>	<b>\$1,980,112</b>
<b>Expenditures By Funds</b>					
General Revenue	100,238	79,654	93,361	107,981	110,537
Restricted Receipts	314,582	475,455	337,854	610,200	369,575
Operating Transfers from Other Funds	200,990	142,532	2,005,996	750,000	1,500,000
<b>Total Expenditures</b>	<b>\$615,810</b>	<b>\$697,641</b>	<b>\$2,437,211</b>	<b>\$1,468,181</b>	<b>\$1,980,112</b>

# Personnel

## Department Of Labor And Training Central Management

	Grade	FY 2015		FY 2016	
		FTE	Cost	FTE	Cost
<b>Classified</b>					
FISCAL MANAGEMENT OFFICER	00B26A	1.8	129,304	1.8	131,753
SENIOR DLT BUSINESS OFFICER	00324A	0.2	12,425	0.2	12,667
EMPLOYMENT AND TRAINING ASSISTANT	00316A	0.1	5,488	0.1	5,745
<b>Subtotal</b>		<b>2.1</b>	<b>\$147,217</b>	<b>2.1</b>	<b>\$150,165</b>
<b>Unclassified</b>					
LEGAL COUNSEL (EMPLOYMENT SECURITY)	00889F	0.9	82,987	0.9	84,114
<b>Subtotal</b>		<b>0.9</b>	<b>\$82,987</b>	<b>0.9</b>	<b>\$84,114</b>
<b>Total Salaries</b>		<b>3.0</b>	<b>\$230,204</b>	<b>3.0</b>	<b>\$234,279</b>
<b>Benefits</b>					
Payroll Accrual			1,216		1,240
FICA			17,611		17,922
Retiree Health			15,539		14,057
Health Benefits			58,246		62,716
Retirement			56,009		57,726
<b>Subtotal</b>			<b>\$148,621</b>		<b>\$153,661</b>
<b>Total Salaries and Benefits</b>		<b>3.0</b>	<b>\$378,825</b>	<b>3.0</b>	<b>\$387,940</b>
<b>Cost Per FTE Position (Excluding Temporary and Seasonal)</b>			<b>\$126,275</b>		<b>\$129,313</b>
<b>Statewide Benefit Assessment</b>			<b>\$9,899</b>		<b>\$10,074</b>
<b>Payroll Costs</b>		<b>3.0</b>	<b>\$388,724</b>	<b>3.0</b>	<b>\$398,014</b>
<b>Purchased Services</b>					
Information Technology			133		134
Clerical and Temporary Services			92		93
Legal Services			15,581		15,587
Other Contracts			37,196		37,565
<b>Subtotal</b>			<b>\$53,002</b>		<b>\$53,379</b>
<b>Total Personnel</b>		<b>3.0</b>	<b>\$441,726</b>	<b>3.0</b>	<b>\$451,393</b>
<b>Distribution By Source Of Funds</b>					
General Revenue		0.7	\$106,110	0.7	\$108,666
Restricted Receipts		2.3	\$335,616	2.3	\$342,727
<b>Total All Funds</b>		<b>3.0</b>	<b>\$441,726</b>	<b>3.0</b>	<b>\$451,393</b>



# The Program

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## Department Of Labor And Training Workforce Development Services

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### **Program Mission**

To administer employment and training service programs to match job seekers with suitable job openings, and employers with suitable workers. To provide up-to-date labor market information to workers, employers and students and to help individuals secure employment.

### **Program Description**

The Workforce Development Services subprogram consists of several sub-programs that are designed to help individuals find meaningful work and assist them with basic skills development and training. Workforce development services are accomplished through activities conducted through the following sub-programs:

The Employment Service subprogram provides our customers with a broad array of services, including: employment counseling, occupational exploration, aptitude test and performance testing, career guidance, job search workshops, resume writing seminars, and referrals to training programs. Individuals served as a target population such as Veterans or Trade are offered these same services by specialized staff. For example, in serving Veterans these services are provided by representatives who are Veterans and they are given priority for referrals to job openings.

The Workforce Investment Act subprogram provides a variety of employment and training programs to prepare youth, unskilled adults, and dislocated workers for entry or re-entry into the labor force. It offers vocational planning, job search workshops, work readiness training, classroom training, and on-the-job training opportunities.

The Trade Adjustment Assistance (TAA) subprogram provides monetary benefits and/or educational assistance to workers who have lost their jobs or whose hours of work and wages have been reduced due to increase imports or a shift in production out of the United States. DLT coordinates with the USDOL's Employment and Training Administration, filing petitions on behalf of the affected worker. TAA services may include job search assistance, educational, interest and aptitude assessment, waivers to training for individuals who pursue employment utilizing their current skills, educational and occupational training, on-the-job training, and relocation allowances and wage supplements. The Alternative Trade Adjustment Assistance program (ATAA) provides additional support services to individuals 50 years of age and older.

The RI Works program provides a broad array of services to beneficiaries of Temporary Assistance for Needy Families (TANF) who must work as a first step in their employment plan. Job search skills, resume writing seminars, vocational counseling and a series of work preparation workshops are provided to TANF beneficiaries to help them get a job as quickly as possible. Additional skills building, training and education opportunities are explored once the work requirement has been achieved.

### **Statutory History**

The Federal Social Security Act of 1935 and the Wagner-Peyser Act created state employment service programs. The Workforce Investment Act of 1998 created state job development and training programs. The Trade Act of 1974 created the Trade Act. R.I.G.L. 42-102 created the RI Works program.

# The Budget

## Department Of Labor And Training Workforce Development Services

	2013 Audited	2014 Audited	2015 Enacted	2015 Revised	2016 Recommend
<b>Expenditures By Subprogram</b>					
Employment Services	3,101,675	3,296,784	3,660,777	5,096,710	3,811,977
JTPA & Other Training Programs	16,092,876	15,884,133	20,241,656	24,307,200	15,221,887
Labor Market Information	709,619	659,303	672,764	617,765	633,805
Governor's Workforce Board RI	6,117,795	8,304,590	9,644,795	14,550,051	10,339,896
Veteran Services	553,098	506,220	541,184	588,304	612,276
<b>Total Expenditures</b>	<b>\$26,575,063</b>	<b>\$28,651,030</b>	<b>\$34,761,176</b>	<b>\$45,160,030</b>	<b>\$30,619,841</b>
<b>Expenditures By Object</b>					
Personnel	10,938,641	11,212,489	12,408,414	12,369,195	12,693,871
Operating Supplies and Expenses	1,593,083	1,480,944	1,694,652	1,717,540	1,641,349
Assistance and Grants	13,655,850	15,635,614	20,233,794	30,292,114	15,983,293
Aid to Local Units of Government	-	9,664	-	-	-
<b>Subtotal: Operating Expenditures</b>	<b>26,187,574</b>	<b>28,338,711</b>	<b>34,336,860</b>	<b>44,378,849</b>	<b>30,318,513</b>
Capital Purchases and Equipment	12,007	59,150	12,648	525,480	44,586
Operating Transfers	375,482	253,169	411,668	255,701	256,742
<b>Total Expenditures</b>	<b>\$26,575,063</b>	<b>\$28,651,030</b>	<b>\$34,761,176</b>	<b>\$45,160,030</b>	<b>\$30,619,841</b>
<b>Expenditures By Funds</b>					
General Revenue	-	295,165	1,148,769	1,578,851	804,517
Federal Funds	20,457,268	20,082,268	23,892,612	28,919,670	19,475,428
Restricted Receipts	6,117,795	8,304,590	9,644,795	14,550,051	10,339,896
Other Funds	-	(30,993)	75,000	111,458	-
<b>Total Expenditures</b>	<b>\$26,575,063</b>	<b>\$28,651,030</b>	<b>\$34,761,176</b>	<b>\$45,160,030</b>	<b>\$30,619,841</b>

# Personnel

## Department Of Labor And Training Workforce Development Services

	Grade	FY 2015		FY 2016	
		FTE	Cost	FTE	Cost
<b>Classified</b>					
ASSISTANT DIRECTOR FINANCIAL AND CONTRACT	00141A	0.2	28,005	0.2	28,557
DEPUTY DIRECTOR (DLT)	00144A	0.3	41,472	0.3	42,295
ASSISTANT DIRECTOR FOR LABOR MARKET INFO	00139A	0.7	80,097	0.7	82,163
ASSISTANT DIRECTOR FOR EMPLOYMENT & ADMINISTRATOR, FINANCIAL MANAGEMENT	00139A	1.0	110,320	1.0	112,505
ASSISTANT DIRECTOR FOR PLANNING AND EMPLOYMENT AND TRAINING ADMINISTRATOR	00137A	1.1	109,374	1.1	111,545
CHIEF OF LABOR AND TRAINING OPERATIONS SUPERVISING DLT BUSINESS OFFICER	00139A	0.3	29,457	0.3	30,642
CHIEF PUBLIC AFFAIRS OFFICER (DOT)	00135A	2.7	237,765	2.7	244,652
MANAGEMENT ASSISTANCE SUPERVISOR	00134A	4.0	346,116	4.0	354,269
CHIEF OF RESEARCH AND ANALYSIS	00132A	0.3	24,519	0.3	25,005
MANAGER OF PRINTING AND OTHER SERVICES	00137A	0.3	24,104	0.3	25,484
ASSISTANT CHIEF OF PLANNING	00131A	0.9	70,013	0.9	71,394
COORDINATOR OF EMPLOYMENT AND TRAINING	00134A	0.9	69,501	0.9	72,042
EMPLOYMENT & TRAINING INTERVIEWER & SUPERVISOR OF OFFICE SERVICES (DLT)	00125A	0.2	15,268	0.2	15,573
CHIEF PROGRAM DEVELOPMENT	00137A	1.0	75,435	1.0	78,190
ASSISTANT COORDINATOR OF EMPLOYMENT AND PRINCIPAL RESEARCH TECHNICIAN	00131A	15.4	1,120,736	15.4	1,159,226
SENIOR MANAGEMENT AND METHODS ANALYST	00320A	0.6	43,048	0.6	43,909
CHIEF IMPLEMENTATION AIDE	00131A	0.3	20,406	0.3	20,814
PROGRAMMING SERVICES OFFICER	00134A	1.0	67,722	1.0	70,203
SENIOR DLT BUSINESS OFFICER	00129A	5.6	373,413	5.6	380,928
PRINCIPAL DLT BUSINESS OFFICER	00127A	1.9	124,493	1.9	127,213
SENIOR RESEARCH TECHNICIAN	00325A	0.3	19,492	0.3	19,914
PRINCIPAL EMPLOYMENT AND TRAINING	00128A	2.6	165,115	2.6	171,957
SENIOR EMPLOYMENT AND TRAINING MANAGER	00131A	1.0	61,760	1.0	65,291
BUSINESS SERVICES SPECIALIST	00324A	2.5	151,589	2.5	154,765
DLT BUSINESS OFFICER	00127A	0.6	35,273	0.6	36,734
SENIOR EMPLOYMENT & TRAINING MONITORING	00323A	1.0	57,523	1.0	58,654
SENIOR COMPUTER OPERATOR	00323A	31.2	1,723,711	31.2	1,722,150
EMPLOYMENT AND TRAINING ASSISTANT	00128A	1.0	54,791	1.0	57,884
OFFICE MANAGER	00324A	11.7	609,287	11.7	627,680
RESEARCH TECHNICIAN	00321A	1.0	49,141	1.0	50,204
LOCAL VETERANS EMPLOYMENT	00126A	3.0	145,016	3.0	150,368
LEGAL ASSISTANT	00318A	0.3	14,494	0.3	14,783
IMPLEMENTATION AIDE	00316A	1.0	47,248	1.0	48,207
DISABLED VETERANS JOB ASSISTANT	00123A	3.2	149,684	3.2	154,407
CENTRAL MAIL ROOM CLERK	00319A	1.7	78,992	1.7	80,444
<b>Subtotal</b>		<b>107.6</b>	<b>\$6,663,614</b>	<b>107.6</b>	<b>\$6,809,361</b>
<b>Unclassified</b>					
DIRECTOR, DEPARTMENT OF LABOR AND EXECUTIVE DIRECTOR GOVERNOR'S WORKFORCE	00948KF	0.3	39,827	0.3	39,827
LEGAL COUNSEL (EMPLOYMENT SECURITY)	00839A	1.0	100,553	1.0	102,564
	00889F	0.6	57,742	0.6	58,806

# Personnel

## Department Of Labor And Training Workforce Development Services

	Grade	FY 2015		FY 2016	
		FTE	Cost	FTE	Cost
EXECUTIVE COUNSEL	00839A	0.2	16,870	0.2	17,173
<b>Subtotal</b>		<b>2.1</b>	<b>\$214,992</b>	<b>2.1</b>	<b>\$218,370</b>
Cost Allocation from Other Programs		16.3	832,057	16.7	832,765
Turnover		-	(231,319)	-	(235,817)
<b>Subtotal</b>		<b>16.3</b>	<b>\$600,738</b>	<b>16.7</b>	<b>\$596,948</b>
<b>Total Salaries</b>		<b>126.0</b>	<b>\$7,479,344</b>	<b>126.4</b>	<b>\$7,624,679</b>
<b>Benefits</b>					
Payroll Accrual			38,039		39,472
FICA			573,316		594,061
Retiree Health			505,866		465,930
Health Benefits			1,498,941		1,606,719
Retirement			1,820,900		1,910,359
<b>Subtotal</b>			<b>\$4,437,062</b>		<b>\$4,616,541</b>
<b>Total Salaries and Benefits</b>		<b>126.0</b>	<b>\$11,916,406</b>	<b>126.4</b>	<b>\$12,241,220</b>
<b>Cost Per FTE Position (Excluding Temporary and Seasonal)</b>			<b>\$94,575</b>		<b>\$96,845</b>
<b>Statewide Benefit Assessment</b>			<b>\$322,257</b>		<b>\$333,917</b>
<b>Payroll Costs</b>		<b>126.0</b>	<b>\$12,238,663</b>	<b>126.4</b>	<b>\$12,575,137</b>
<b>Purchased Services</b>					
Information Technology			4,453		4,166
Clerical and Temporary Services			293		260
Management & Consultant Services			81		82
Legal Services			1,655		1,556
Other Contracts			119,729		108,307
Buildings and Ground Maintenance			228		230
Training and Educational Services			4,093		4,133
<b>Subtotal</b>			<b>\$130,532</b>		<b>\$118,734</b>
<b>Total Personnel</b>		<b>126.0</b>	<b>\$12,369,195</b>	<b>126.4</b>	<b>\$12,693,871</b>
<b>Distribution By Source Of Funds</b>					
General Revenue		1.5	\$120,151	-	-
Federal Funds		98.6	\$9,954,537	101.1	\$10,350,962
Restricted Receipts		24.9	\$2,229,062	25.3	\$2,342,909
Other Funds		1.0	\$65,445	-	-
<b>Total All Funds</b>		<b>126.0</b>	<b>\$12,369,195</b>	<b>126.4</b>	<b>\$12,693,871</b>

# Performance Measures

## Department Of Labor And Training Workforce Development Services

### *Workforce Investment Act (WIA) Entered Employment Rate*

The WIA Adult and Dislocated Worker Programs are designed to provide quality employment and training services to assist eligible individuals in finding and qualifying for meaningful employment, and to help employers find the skilled workers they need to compete and succeed in business. The figures below represent the percentage of individuals employed in first quarter after completing the program. [WIA targets for 2016 will be set through an annual process guided by the US Department of Labor.]

	2012	2013	2014	2015	2016
<b>Target</b>	61%	72.7%	75%	81.5%	--
<b>Actual</b>	73.7%	76.5%	83.4%	--	--

Performance for this measure is reported by state fiscal year.

### *WIA Employment Retention*

DLT tracks employment retention rates for people participating in the WIA Adult and Dislocated Worker Programs. The figures below represent the percentage of participants who were employed in the first quarter after completing a WIA program and who remained employed in both the second and third quarters.

	2012	2013	2014	2015	2016
<b>Target</b>	84.1%	87.7%	88%	90.5%	--
<b>Actual</b>	87.7%	88.5%	90.6%	--	--

Performance for this measure is reported by state fiscal year.

### *WIA Employment & Credentials*

The figures below represent the percentage of the individuals who were employed in the first quarter after completing WIA Adult and Dislocated Worker Programs and who received a credential or certificate by the end of the third quarter.

	2012	2013	2014	2015	2016
<b>Target</b>	56%	64.5%	70%	70%	--
<b>Actual</b>	65%	62.6%	73.9%	--	--

Performance for this measure is reported by state fiscal year.

# The Program

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## Department Of Labor And Training Workforce Regulation and Safety

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### **Program Mission**

To impartially administer the labor laws designed to protect consumers, employees, and employers and to ensure the Rhode Island workplace is a safe, competitive, fair environment to work or conduct business.

### **Program Description**

Workforce Regulation & Safety is a regulatory division charged with enforcing the safety laws that protect the state's workforce for fair collection of wages, child labor laws, safety in public buildings, trade licensing, apprenticeship training, hazardous substance exposure, weights and measures, and prevailing wage laws. This is accomplished through licensing, inspection programs, informational and educational programs, and enforcement of the various labor laws.

The Labor Standards unit enforces labor laws. It provides for worker protection in the areas of wages and hours, including but not limited to payment and collection of wages, minimum wages, and overtime provisions. The division also enforces laws regarding work permits on Sundays and holidays, child labor, parental and family leave, and industrial homework.

The Occupational Safety unit safeguards both public and private sector workplace environments by enforcing laws relating to safety compliance, elevators, boilers, hazardous substances, and weights and measures.

The Trade Licensing unit licenses numerous technical professions, and monitors and enforces trade laws pertaining to electricians, hoisting engineers, pipefitters, refrigeration technicians, sprinkler fitters, plumbers, sheet metal workers and telecommunications technicians. Staff responsibilities include conducting on-site inspections to safeguard the health, safety, and welfare of the general public.

The Registered Apprenticeship unit registers apprenticeship training programs. The apprentice training programs are essential in ensuring the creation of criteria for apprenticed occupations, related instruction and the necessary credentialing for a skilled trade workforce. The apprenticeship program also plays an important role in career and vocational day programs in the middle schools, high schools and charter schools in Rhode Island by introducing young students to alternative career choices by providing on-site informational sessions.

The Prevailing Wage unit is responsible for preventing unfair competition and worker exploitation. This is accomplished by enforcing prevailing wage rates for hours worked on public construction projects and ensuring that prevailing wages are paid in accordance with the laws.

### **Statutory History**

In 1939, R.I.G.L. 42-16 established the Department of Labor and defined its functions. The Department of Labor and the Department of Employment and Training were merged into the Department of Labor and Training effective August 6, 1996 by 96-H-8219 Sub A.

# The Budget

## Department Of Labor And Training Workforce Regulation and Safety

	2013 Audited	2014 Audited	2015 Enacted	2015 Revised	2016 Recommend
<b>Expenditures By Subprogram</b>					
Labor Standards	495,761	444,596	450,056	453,201	467,139
Occupational Safety	1,307,441	1,186,100	1,209,649	796,140	837,395
Professional Regulations	1,159,390	1,374,037	1,061,211	1,545,043	1,621,099
<b>Total Expenditures</b>	<b>\$2,962,592</b>	<b>\$3,004,733</b>	<b>\$2,720,916</b>	<b>\$2,794,384</b>	<b>\$2,925,633</b>
<b>Expenditures By Object</b>					
Personnel	2,831,935	2,878,113	2,589,135	2,678,460	2,809,516
Operating Supplies and Expenses	127,191	126,080	128,245	115,199	115,385
Assistance and Grants	597	447	615	615	621
<b>Subtotal: Operating Expenditures</b>	<b>2,959,723</b>	<b>3,004,640</b>	<b>2,717,995</b>	<b>2,794,274</b>	<b>2,925,522</b>
Capital Purchases and Equipment	2,869	93	2,921	110	111
<b>Total Expenditures</b>	<b>\$2,962,592</b>	<b>\$3,004,733</b>	<b>\$2,720,916</b>	<b>\$2,794,384</b>	<b>\$2,925,633</b>
<b>Expenditures By Funds</b>					
General Revenue	2,962,592	3,004,733	2,720,916	2,794,384	2,925,633
<b>Total Expenditures</b>	<b>\$2,962,592</b>	<b>\$3,004,733</b>	<b>\$2,720,916</b>	<b>\$2,794,384</b>	<b>\$2,925,633</b>

# Personnel

## Department Of Labor And Training Workforce Regulation and Safety

	Grade	FY 2015		FY 2016	
		FTE	Cost	FTE	Cost
<b>Classified</b>					
DEPUTY DIRECTOR (DLT)	00144A	0.1	13,824	0.1	14,098
ASSISTANT DIRECTOR FOR PLANNING AND	00139A	0.1	9,819	0.1	10,214
ASSISTANT DIRECTOR DEPARTMENT OF LABOR	00140A	1.0	95,147	1.0	97,588
EMPLOYMENT AND TRAINING ADMINISTRATOR	00135A	1.0	95,106	1.0	96,927
ASSISTANT DIRECTOR FINANCIAL AND CONTRACT	00141A	0.1	9,335	0.1	9,519
CHIEF OF LABOR AND TRAINING OPERATIONS	00134A	1.0	91,638	1.0	93,471
ADMINISTRATOR, FINANCIAL MANAGEMENT	00137A	0.1	8,936	0.1	9,115
CHIEF LICENSING EXAMINER-DIVISION OF COMM	00333A	1.0	86,013	1.0	87,678
ASSISTANT ADMINISTRATOR DIV OF	00332A	1.0	83,347	1.0	84,984
SUPERVISING DLT BUSINESS OFFICER	00132A	0.1	8,173	0.1	8,335
FISCAL MANAGEMENT OFFICER	00B26A	0.1	8,083	0.1	8,242
CHIEF PUBLIC AFFAIRS OFFICER (DOT)	00137A	0.1	8,035	0.1	8,495
CHIEF LABOR STANDARDS EXAMINER	00330A	1.0	78,358	1.0	79,909
CHIEF COMPLIANCE INSPECTOR	00330A	1.0	78,160	1.0	79,711
CHIEF BOILER AND PRESSURE VESSEL INSPECTOR	00330A	1.0	77,551	1.0	79,102
CHIEF PREVAILING WAGE INVESTIGATOR	00330A	1.0	76,293	1.0	77,780
COORDINATOR OF EMPLOYMENT AND TRAINING	00131A	0.2	15,205	0.2	15,501
CHIEF PLUMBING INVESTIGATOR (BD OF	00330A	1.0	73,917	1.0	75,339
CHIEF ELEVATOR INSPECTOR	00330A	1.0	71,089	1.0	72,511
ASSISTANT COORDINATOR OF EMPLOYMENT AND	00129A	0.2	14,075	0.2	14,352
SUPERVISOR OF OFFICE SERVICES (DLT)	00131A	0.1	6,802	0.1	6,938
CHIEF ELECTRICAL INVESTIGATOR (BD. OF EXAM.	00330A	2.0	132,203	2.0	134,848
SENIOR MANAGEMENT AND METHODS ANALYST	00325A	0.1	6,497	0.1	6,625
MANAGER OF PRINTING AND OTHER SERVICES	00125A	0.2	12,571	0.2	12,823
CHIEF MECHANICAL INVESTIGATOR (BD OF	00330A	1.0	62,379	1.0	63,627
CHIEF IMPLEMENTATION AIDE	00128A	0.2	12,184	0.2	12,832
SUPERVISOR APPRENTICESHIP TRAINING	00327A	1.0	60,581	1.0	61,793
SENIOR DLT BUSINESS OFFICER	00324A	0.2	11,855	0.2	12,147
CHIEF ELEVATOR INSPECTOR	00230A	1.0	56,820	1.0	57,956
LEGAL ASSISTANT	00319A	0.2	11,258	0.2	11,786
IMPLEMENTATION AIDE	00322A	3.0	164,610	3.0	167,966
APPRENTICESHIP TRAINING COORDINATOR	00324A	1.0	54,088	1.0	55,169
INDUSTRIAL SAFETY SPECIALIST (OCCUPATIONAL	00322A	3.0	151,915	3.0	154,954
PREVAILING WAGE INVESTIGATOR	00322A	2.0	98,084	2.0	100,046
SENIOR COMPUTER OPERATOR	00318A	0.1	4,831	0.1	4,928
EMPLOYMENT AND TRAINING ASSISTANT	00316A	0.3	14,155	0.3	14,441
LICENSING AIDE	00315A	1.0	46,810	1.0	47,739
LABOR STANDARDS EXAMINER	00322A	1.0	45,541	1.0	47,689
OFFICE MANAGER	00123A	1.1	50,021	1.1	52,565
DLT BUSINESS OFFICER	00321A	0.3	12,472	0.3	12,783
CENTRAL MAIL ROOM CLERK	00311G	0.1	3,556	0.1	3,627
<b>Subtotal</b>		<b>31.0</b>	<b>\$2,021,337</b>	<b>31.0</b>	<b>\$2,066,153</b>
<b>Unclassified</b>					
DIRECTOR, DEPARTMENT OF LABOR AND	00948KF	0.1	13,276	0.1	13,276
EXECUTIVE COUNSEL	00839A	0.4	45,721	0.4	46,544



# Personnel

## Department Of Labor And Training Workforce Regulation and Safety

	Grade	FY 2015		FY 2016	
		FTE	Cost	FTE	Cost
LEGAL COUNSEL (EMPLOYMENT SECURITY)	00889F	1.6	150,393	1.6	153,031
CHIEF HOISTING ENGINEER INVESTIGATOR	00328A	1.0	67,857	1.0	69,215
<b>Subtotal</b>		<b>3.1</b>	<b>\$277,247</b>	<b>3.1</b>	<b>\$282,066</b>
Cost Allocation to Other Programs		(14.0)	(579,102)	(11.3)	(572,318)
Turnover		-	(51,585)	-	(53,277)
<b>Subtotal</b>		<b>(14.0)</b>	<b>(\$630,687)</b>	<b>(11.3)</b>	<b>(\$625,595)</b>
<b>Total Salaries</b>		<b>20.1</b>	<b>\$1,667,897</b>	<b>22.8</b>	<b>\$1,722,624</b>
<b>Benefits</b>					
Payroll Accrual			10,920		11,220
FICA			131,540		135,856
Retiree Health			116,065		106,554
Health Benefits			242,454		301,847
Retirement			418,351		437,582
<b>Subtotal</b>			<b>\$919,330</b>		<b>\$993,059</b>
<b>Total Salaries and Benefits</b>		<b>20.1</b>	<b>\$2,587,227</b>	<b>22.8</b>	<b>\$2,715,683</b>
<b>Cost Per FTE Position (Excluding Temporary and Seasonal)</b>			<b>\$128,718</b>		<b>\$119,109</b>
<b>Statewide Benefit Assessment</b>			<b>\$73,937</b>		<b>\$76,363</b>
<b>Payroll Costs</b>		<b>20.1</b>	<b>\$2,661,164</b>	<b>22.8</b>	<b>\$2,792,046</b>
<b>Purchased Services</b>					
Information Technology			978		987
Clerical and Temporary Services			5,179		5,231
Legal Services			3,418		3,452
Other Contracts			7,721		7,800
<b>Subtotal</b>			<b>\$17,296</b>		<b>\$17,470</b>
<b>Total Personnel</b>		<b>20.1</b>	<b>\$2,678,460</b>	<b>22.8</b>	<b>\$2,809,516</b>
<b>Distribution By Source Of Funds</b>					
General Revenue		20.1	\$2,678,460	22.8	\$2,809,516
<b>Total All Funds</b>		<b>20.1</b>	<b>\$2,678,460</b>	<b>22.8</b>	<b>\$2,809,516</b>

# Performance Measures

## Department Of Labor And Training Workforce Regulation and Safety

### *Trade Licenses*

Workforce Regulation and Safety's Professional Regulation Unit oversees the licensure, testing, registration, and discipline of more than 30,000 individuals in 67 trade occupations. The figures below represent the number of trade licenses issued.

	2012	2013	2014	2015	2016
<b>Target</b>	--	--	--	--	--
<b>Actual</b>	13,240	13,373	12,652	--	--

Performance for this measure is reported by state fiscal year.

### *Wages Assessed*

The Labor Standards Unit is charged with administering and enforcing the state workforce laws. The unit investigates wage complaints throughout Rhode Island involving child labor, overtime, Sunday/holiday premium pay, minimum wage, and parental and family medical leave. The figures below represent the amount of wages determined to have been underpaid by employers.

	2012	2013	2014	2015	2016
<b>Target</b>	--	--	--	--	--
<b>Actual</b>	\$281,123	\$228,785	\$178,849	--	--

Performance for this measure is reported by state fiscal year.

### *Elevator Certificates of Operation*

The Elevator Safety Section insures that all elevators, escalators, dumbwaiters, moving walks, wheelchair lifts, material lifts, conveyors, and other related devices are inspected on an annual basis. When these devices are found to be in a proper and safe working condition, the unit issues a certificate of operation. The figures below represent the number of elevator certificates of operation issued.

	2012	2013	2014	2015	2016
<b>Target</b>	--	--	--	--	--
<b>Actual</b>	2,488	3,607	3,613	--	--

Performance for this measure is reported by state fiscal year.

### *Boiler Inspections*

The Boiler Safety Section certifies that all high- and low-pressure boilers and unfired pressure vessels, storage tanks, expansion tanks, steam kettles, and de-aerators are functioning in a safe manner. The figures below represent the number of boilers inspected.

	2012	2013	2014	2015	2016
<b>Target</b>	--	--	--	--	--
<b>Actual</b>	10,177	8,187	7,570	--	--

Performance for this measure is reported by state fiscal year.

# The Program

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## Department Of Labor And Training Income Support

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### **Program Mission**

To administer the income support programs in a timely, efficient, and courteous manner with concentration on continuous improvement.

For the Unemployment Insurance program, to comply with the regulations and guidelines established by the United States Department of Labor and to seek methods to excel.

For Temporary Disability and Police and Fire programs, to comply with the regulations and guidelines established by state law and to seek methods for program performance improvements.

### **Program Description**

The mission of the Income Support Program is to provide customers with income support services in a timely, efficient and courteous manner. This mission is accomplished by providing accurate information; by interpreting and applying the state and federal laws, policies, and regulations in a fair and consistent manner for all customers and by maintaining confidentiality of all information. The income support programs provide Unemployment Insurance, Temporary Disability Insurance, and Police and Fire Relief Benefits.

Unemployment Insurance provides temporary income support to workers who have lost employment through no fault of their own. While claiming benefits an individual must be able to work, be available for work, be actively seeking employment, and be willing to accept suitable work when it is offered. Applicants must meet a minimum earnings standard and state statute requirements in order to qualify for benefits. Unemployment Insurance benefits are funded from Rhode Island employer contributions based upon their experience rating.

Temporary Disability Insurance pays weekly benefits to individuals who are unable to work due to non-work related illness or injury. The disability must be certified by a qualified healthcare provider (QHP) and the disabled worker must meet a minimum earnings standard in order to qualify for benefits. The Temporary Disability Insurance Program is financed entirely from employee contributions. TDI also provides up to 4 weeks of Temporary Caregiver benefits for individuals to care for a seriously ill child, spouse, domestic partner, parent, parent-in-law, or grandparent or to bond with a newborn child, adopted child or foster child. The Caregiver must provide medical proof of the seriously ill family member and bonding claims must provide proof of relationship with the child to meet eligibility requirements. The minimum earnings standard is the same as for TDI.

Police and Fire Relief provides financial compensation to police officers, firefighters, crash rescue personnel, correctional officers and DEM Officers and/or their families for death or disabling injuries. Tuition benefits are also provided for dependent children at any Rhode Island state college or university.

### **Statutory History**

Title 28 Chapters 39-44 of the Rhode Island General Laws include general provisions relating to Unemployment Insurance and Temporary Disability Insurance programs. R.I.G.L. 45-19 relates to Police and Fire Funds.

# The Budget

## Department Of Labor And Training Income Support

	2013 Audited	2014 Audited	2015 Enacted	2015 Revised	2016 Recommend
<b>Expenditures By Subprogram</b>					
No Sub-Programs	-	-	-	-	1,635,000
Unemployment Insurance	443,746,703	296,137,622	259,517,742	234,389,487	200,972,366
TDI	165,247,732	170,174,314	198,485,516	190,581,867	193,989,337
Fire and Police	4,285,331	4,261,523	4,317,409	4,151,031	4,194,431
<b>Total Expenditures</b>	<b>\$613,279,766</b>	<b>\$470,573,459</b>	<b>\$462,320,667</b>	<b>\$429,122,385</b>	<b>\$400,791,134</b>
<b>Expenditures By Object</b>					
Personnel	21,050,224	20,827,643	20,497,063	26,409,039	23,126,435
Operating Supplies and Expenses	2,959,680	2,509,486	2,598,231	2,343,059	3,778,911
Assistance and Grants	551,166,610	416,460,367	405,950,287	364,032,694	365,739,680
<b>Subtotal: Operating Expenditures</b>	<b>575,176,514</b>	<b>439,797,496</b>	<b>429,045,581</b>	<b>392,784,792</b>	<b>392,645,026</b>
Capital Purchases and Equipment	146,830	184,111	15,085	1,988,437	146,108
Debt Service (Fixed Charges)	6,029,424	3,024,016	5,000,000	2,300,000	-
Operating Transfers	31,926,998	27,567,836	28,260,001	32,049,156	8,000,000
<b>Total Expenditures</b>	<b>\$613,279,766</b>	<b>\$470,573,459</b>	<b>\$462,320,667</b>	<b>\$429,122,385</b>	<b>\$400,791,134</b>
<b>Expenditures By Funds</b>					
General Revenue	4,285,331	4,261,523	4,317,409	4,151,031	4,194,431
Federal Funds	130,581,987	51,937,555	18,291,060	22,531,167	18,688,633
Restricted Receipts	22,180,731	19,860,296	22,606,562	27,612,430	3,918,733
Other Funds	456,231,717	394,514,085	417,105,636	374,827,757	373,989,337
<b>Total Expenditures</b>	<b>\$613,279,766</b>	<b>\$470,573,459</b>	<b>\$462,320,667</b>	<b>\$429,122,385</b>	<b>\$400,791,134</b>

# Personnel

## Department Of Labor And Training Income Support

	Grade	FY 2015		FY 2016	
		FTE	Cost	FTE	Cost
<b>Classified</b>					
DEPUTY DIRECTOR (DLT)	00144A	0.5	69,120	0.5	70,491
ADMINISTRATOR, OPERATIONS MANAGEMENT	00141A	1.0	121,409	1.0	123,816
ASSISTANT DIRECTOR FINANCIAL AND CONTRACT MANAGEMENT ASSISTANCE SUPERVISOR	00141A	0.6	70,389	0.6	71,777
00131A	0.1	11,000	0.1	11,217	
CHIEF REFEREE - BOARD OF REVIEW	00138A	1.0	106,281	1.0	108,393
ASSISTANT DIRECTOR FOR PLANNING AND ASSISTANT DIRECTOR FOR LABOR MARKET INFO	00139A	0.5	49,095	0.5	51,070
00139A	0.3	29,221	0.3	29,975	
REFEREE - BOARD OF REVIEW	00137A	6.0	578,112	6.0	589,471
EMPLOYMENT AND TRAINING ADMINISTRATOR	00135A	2.3	211,254	2.3	216,416
ADMINISTRATOR, FINANCIAL MANAGEMENT	00137A	0.8	72,044	0.8	73,481
CHIEF OF LABOR AND TRAINING OPERATIONS	00134A	2.0	172,457	2.0	175,855
SUPERVISING DLT BUSINESS OFFICER	00132A	0.5	42,887	0.5	43,738
COORDINATOR OF EMPLOYMENT AND TRAINING	00131A	1.3	107,683	1.3	109,960
CHIEF PUBLIC AFFAIRS OFFICER (DOT)	00137A	0.5	40,173	0.5	42,474
CHIEF OF RESEARCH AND ANALYSIS	00134A	0.1	7,722	0.1	8,005
PRINCIPAL EMPLOYMENT AND TRAINING	00130A	4.0	301,215	4.0	307,164
NURSING CARE EVALUATOR	00520A	2.0	150,412	2.0	155,900
ASSISTANT COORDINATOR OF UNEMPLOYMENT	00129A	1.0	72,351	1.0	73,798
ASSISTANT COORDINATOR OF EMPLOYMENT AND COORDINATOR OF UNEMPLOYMENT INSURANCE	00129A	1.0	70,375	1.0	71,759
00131A	1.0	68,021	1.0	69,381	
SUPERVISOR OF OFFICE SERVICES (DLT)	00131A	0.5	34,010	0.5	34,690
SENIOR EMPLOYMENT & TRAINING MONITORING	00126A	5.0	331,836	5.0	338,385
SENIOR DLT BUSINESS OFFICER	00324A	0.8	53,059	0.8	54,401
SENIOR MANAGEMENT AND METHODS ANALYST	00325A	0.5	32,486	0.5	33,127
SENIOR EMPLOYMENT AND TRAINING MANAGER	00128A	3.0	194,099	3.0	197,981
PRINCIPAL DLT BUSINESS OFFICER	00127A	1.4	88,079	1.4	90,968
CHIEF IMPLEMENTATION AIDE	00128A	1.0	60,919	1.0	64,160
MANAGER OF PRINTING AND OTHER SERVICES	00125A	0.5	29,990	0.5	30,590
SENIOR RESEARCH TECHNICIAN	00323A	1.0	59,177	1.0	60,359
EMPLOYMENT AND TRAINING MANAGER	00126A	11.0	629,453	11.0	643,866
OFFICE MANAGER	00123A	2.5	137,388	2.5	142,303
RESEARCH TECHNICIAN	00319A	0.3	16,269	0.3	16,594
PRINCIPAL EMPLOYMENT AND TRAINING	00323A	10.7	580,164	10.7	584,503
BENEFIT CLAIMS SPECIALIST	00323A	49.0	2,646,267	49.0	2,704,812
BUSINESS SERVICES SPECIALIST	00324A	0.4	21,484	0.4	21,914
LEGAL ASSISTANT	00319A	0.5	25,119	0.5	26,296
DLT BUSINESS OFFICER	00321A	1.5	74,366	1.5	76,041
FRAUD AND OVERPAYMENT INVESTIGATOR	00321A	4.0	196,895	4.0	200,833
SENIOR COMPUTER OPERATOR	00318A	0.5	24,156	0.5	24,639
EMPLOYMENT AND TRAINING ASSISTANT	00316A	2.4	113,435	2.4	115,697
SENIOR EMPLOYMENT AND TRAINING	00320A	81.0	3,667,021	81.0	3,753,349
IMPLEMENTATION AIDE	00322A	0.7	29,666	0.7	30,592
PRINCIPAL RESEARCH TECHNICIAN	00127A	0.1	4,068	0.1	4,146
EMPLOYMENT & TRAINING INTERVIEWER & INTERPRETER (SPANISH)	00320A	2.1	85,062	2.1	88,194
00316A	3.0	116,767	3.0	120,414	

# Personnel

## Department Of Labor And Training Income Support

	Grade	FY 2015		FY 2016	
		FTE	Cost	FTE	Cost
PRINCIPAL CLERK-TYPIST	00312A	1.0	35,681	1.0	36,887
CENTRAL MAIL ROOM CLERK	00311G	0.5	17,780	0.5	18,135
SENIOR WORD PROCESSING TYPIST	00312A	3.0	104,794	3.0	108,264
<b>Subtotal</b>		<b>214.4</b>	<b>\$11,760,711</b>	<b>214.4</b>	<b>\$12,026,281</b>
<b>Unclassified</b>					
DIRECTOR, DEPARTMENT OF LABOR AND	00948KF	0.5	66,378	0.5	66,378
EXECUTIVE COUNSEL	00839A	0.4	42,838	0.4	43,609
LEGAL COUNSEL (BOARD OF REVIEW)	00889F	0.5	53,146	0.5	53,678
MEMBER, BOARD OF REVIEW (ES)	00835A	2.0	199,783	2.0	203,748
LEGAL COUNSEL (EMPLOYMENT SECURITY)	00889F	2.3	222,271	2.3	225,863
CHAIRPERSON MEMBER OF BOARD OF REVIEW	00837A	1.0	91,256	1.0	93,081
CONFIDENTIAL SECRETARY	00818A	1.0	52,124	1.0	53,469
<b>Subtotal</b>		<b>7.7</b>	<b>\$727,796</b>	<b>7.7</b>	<b>\$739,826</b>
Cost Allocation from Other Programs		38.4	1,784,915	21.1	811,130
Cost Allocation to Other Programs		(40.7)	(2,037,870)	(26.5)	(1,071,577)
Overtime		-	500,000	-	550,000
Turnover		-	(825,097)	-	(1,862,036)
<b>Subtotal</b>		<b>(2.3)</b>	<b>(\$578,052)</b>	<b>(5.4)</b>	<b>(\$1,572,483)</b>
<b>Total Salaries</b>		<b>219.8</b>	<b>\$11,910,455</b>	<b>216.7</b>	<b>\$11,193,624</b>
<b>Benefits</b>					
Payroll Accrual			61,062		47,070
FICA			911,149		826,771
Retiree Health			770,206		674,762
Health Benefits			2,787,172		2,634,751
Retirement			2,776,165		2,564,965
<b>Subtotal</b>			<b>\$7,305,754</b>		<b>\$6,748,319</b>
<b>Total Salaries and Benefits</b>		<b>219.8</b>	<b>\$19,216,209</b>	<b>216.7</b>	<b>\$17,941,943</b>
<b>Cost Per FTE Position (Excluding Temporary and Seasonal)</b>			<b>\$87,426</b>		<b>\$82,796</b>
<b>Statewide Benefit Assessment</b>			<b>\$490,650</b>		<b>\$454,093</b>
<b>Payroll Costs</b>		<b>219.8</b>	<b>\$19,706,859</b>	<b>216.7</b>	<b>\$18,396,036</b>

# Personnel

## Department Of Labor And Training Income Support

	Grade	FY 2015		FY 2016	
		FTE	Cost	FTE	Cost
<b>Purchased Services</b>					
Information Technology			5,975,520		4,110,556
Clerical and Temporary Services			100,843		101,841
Management & Consultant Services			81		82
Legal Services			503,350		403,383
Other Contracts			106,046		98,035
Medical Services			16,340		16,502
<b>Subtotal</b>			<b>\$6,702,180</b>		<b>\$4,730,399</b>
<b>Total Personnel</b>		<b>219.8</b>	<b>\$26,409,039</b>	<b>216.7</b>	<b>\$23,126,435</b>
<b>Distribution By Source Of Funds</b>					
General Revenue		0.7	\$54,262	0.7	\$56,696
Federal Funds		118.1	\$16,740,397	132.5	\$14,550,605
Restricted Receipts		38.4	\$3,562,427	21.1	\$2,282,877
Other Funds		62.6	\$6,051,953	62.4	\$6,236,257
<b>Total All Funds</b>		<b>219.8</b>	<b>\$26,409,039</b>	<b>216.7</b>	<b>\$23,126,435</b>

# Performance Measures

## Department Of Labor And Training Income Support

### *Timeliness of Unemployment Insurance (UI) Payments*

UI programs provide benefits to eligible workers who become unemployed through no fault of their own and who meet certain other eligibility requirements. DLT's objective is to provide timely service while making accurate determinations. The figures below represent the percentage of initial UI claims paid within 35 days. [UI targets for 2016 will be set through an annual process guided by the US Department of Labor.]

	2012	2013	2014	2015	2016
<b>Target</b>	93%	93%	93%	93%	--
<b>Actual</b>	91%	89.9%	91.5%	--	--

Performance for this measure is reported by federal fiscal year.

### *UI Non-Monetary Determination Quality*

In assessing an application for UI benefits, DLT reviews non-monetary eligibility determinations, including the reason for the claimant's separation from his/her last employment, a claimant's availability to work, and other such criteria. The figures below represent the percentage of reviewed UI claims with accurate non-monetary determinations.

	2012	2013	2014	2015	2016
<b>Target</b>	85%	85%	88%	75%	--
<b>Actual</b>	77%	79.1%	77%	--	--

Performance for this measure is reported by federal fiscal year.

### *UI Initial Benefit Payment Accuracy*

An individual's UI benefit rate is calculated based upon the income he/she earned over the previous 15 months of employment. The figures below represent the percentage of initial UI claims paid accurately.

	2012	2013	2014	2015	2016
<b>Target</b>	96%	96%	96%	95%	--
<b>Actual</b>	92%	94.5%	93%	--	--

Performance for this measure is reported by federal fiscal year.

### *Temporary Disability Insurance (TDI) Claim Processing*

TDI provides benefit payments to insured workers for unemployment caused by a temporary disability or non-work-related injury. The figures below represent the percentage of TDI claims processed (either allowed or denied benefits) within 21 days of being entered into the system.

	2012	2013	2014	2015	2016
<b>Target</b>	79%	77%	77%	77%	77%
<b>Actual</b>	72%	72%	78.7%	--	--

Performance for this measure is reported by state fiscal year.



# The Program

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## Department Of Labor And Training Injured Workers Services

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### **Program Mission**

To maintain a Workers' Compensation system that is fair to both employees and employers, that emphasizes and rewards safety in the workplace, that is cost-competitive with insurance coverage for employers available at a low cost, and that is free from fraud and ensures that all employers subject to the Act carry the proper insurance coverage.

### **Program Description**

The Division of Workers' Compensation (WC) monitors procedures and payments made by insurance carriers to employees unable to work due to job related injury and collects and disseminates statistical data to the Governor's Workers' Compensation Advisory Council to monitor the system. The Division is comprised of the Workers' Compensation (administrative) unit, the Dr. John E. Donley Rehabilitation Center, and the Fraud Prevention and Compliance unit. The work of the division includes: vocational and physical rehabilitation assistance, as well as educational seminars, which are available to employers, employees, insurers, attorneys, and medical professionals. The Unit also responds to compliance and fraud issues.

The Workers' Compensation Administrative unit monitors all claim filings to ensure proper payment by insurance carriers and maintains all corresponding records and statistical data. It operates a self-insurance program for larger employers who meet certain financial and loss experience criteria. The division collects a mandated assessment from insurers and self-insured employers that funds the Division of Workers' Compensation and the Workers' Compensation Court. It also provides limited reimbursement to eligible insurers and claimants.

The Education unit provides training services throughout Rhode Island for employers and employees for workplace safety and workers' compensation. These services include: assisting employers in developing loss prevention programs and workplace safety committees, maintaining and disseminating a safety video lending library for employers, conducting workers' compensation filing procedure classes and providing information regarding the Workers' Compensation Act. The unit also has an outreach program to educate RI high school students on workplace safety and employee rights. These services are funded through the Administrative Fund assessment and are offered at no charge.

The Rehabilitation Unit provides broad-based rehabilitation programs for injured workers within the Workers' Compensation System. Services include providing the assessment, evaluation and provision of treatment programs for injured workers. The Donley Center provides a recovery program and vocational framework that enables the individual to be sufficiently prepared to seek and sustain employment. Through physical and vocational training, it assists clients to overcome the physical and vocational obstacles that may impede their ability to return to work and to stay employed.

The Fraud Prevention and Compliance unit's mission is to detect, prevent, and refer for criminal prosecution any suspected fraudulent activity related to Workers' Compensation, as well as to ensure employer and insurer compliance with the requirements of the Workers' Compensation Act.

### **Statutory History**

Title 28, Chapters 29 through 38 of the General Laws of Rhode Island contain provisions relating to state and municipal employees, report of injuries, benefits, and other aspects of the WC system.

# The Budget

## Department Of Labor And Training Injured Workers Services

	2013 Audited	2014 Audited	2015 Enacted	2015 Revised	2016 Recommend
<b>Expenditures By Subprogram</b>					
Workers' Comp Compliance	4,003,148	4,150,248	4,917,995	4,531,363	4,392,152
Education & Rehabilitation	4,047,031	3,884,833	4,033,377	4,114,118	4,109,794
<b>Total Expenditures</b>	<b>\$8,050,179</b>	<b>\$8,035,081</b>	<b>\$8,951,372</b>	<b>\$8,645,481</b>	<b>\$8,501,946</b>
<b>Expenditures By Object</b>					
Personnel	5,769,913	6,008,569	6,196,968	6,416,372	6,516,484
Operating Supplies and Expenses	344,265	289,946	437,702	397,225	348,840
Assistance and Grants	1,920,190	1,730,941	2,300,734	1,720,877	1,630,885
<b>Subtotal: Operating Expenditures</b>	<b>8,034,368</b>	<b>8,029,456</b>	<b>8,935,404</b>	<b>8,534,474</b>	<b>8,496,209</b>
Capital Purchases and Equipment	15,811	5,625	15,968	111,007	5,737
<b>Total Expenditures</b>	<b>\$8,050,179</b>	<b>\$8,035,081</b>	<b>\$8,951,372</b>	<b>\$8,645,481</b>	<b>\$8,501,946</b>
<b>Expenditures By Funds</b>					
Restricted Receipts	8,050,179	8,035,081	8,951,372	8,645,481	8,501,946
<b>Total Expenditures</b>	<b>\$8,050,179</b>	<b>\$8,035,081</b>	<b>\$8,951,372</b>	<b>\$8,645,481</b>	<b>\$8,501,946</b>

# Personnel

## Department Of Labor And Training Injured Workers Services

	Grade	FY 2015		FY 2016	
		FTE	Cost	FTE	Cost
<b>Classified</b>					
DEPUTY DIRECTOR (DLT)	00144A	0.1	13,824	0.1	14,098
CHIEF ADMINISTRATOR DIVISION OF REHAB AND	00140A	1.0	117,214	1.0	119,511
CHIEF INVESTIGATOR WORKERS COMPENSATION	0AB38A	1.0	106,229	1.0	108,302
ASSISTANT ADMINISTRATOR REHABILITATION	00137A	1.0	98,753	1.0	100,710
ASSISTANT DIRECTOR FOR PLANNING AND	00139A	0.1	9,819	0.1	10,214
ASSISTANT DIRECTOR FINANCIAL AND CONTRACT	00141A	0.1	9,335	0.1	9,519
WORKERS' COMPENSATION PATIENT CARE	00520A	3.0	256,414	3.0	261,542
SUPERVISING DLT BUSINESS OFFICER	00132A	0.1	8,173	0.1	8,335
ASSISTANT ADMINISTRATOR OF VOCATIONAL	00132A	1.0	80,875	1.0	82,430
CHIEF PUBLIC AFFAIRS OFFICER (DOT)	00137A	0.1	8,033	0.1	8,493
INVESTIGATOR WORKERS COMPENSATION FRAUD	0AB30A	5.0	380,995	5.0	391,187
CHIEF DATA OPERATIONS	00333A	2.4	177,037	2.4	180,510
ASSISTANT COORDINATOR OF EMPLOYMENT AND	00129A	0.2	14,075	0.2	14,352
UNIT CLAIMS MANAGER	00326A	1.0	68,173	1.0	69,504
SUPERVISOR OF OFFICE SERVICES (DLT)	00131A	0.1	6,802	0.1	6,938
EDUCATION UNIT REPRESENTATIVE	00326A	2.0	135,747	2.0	138,409
SENIOR MANAGEMENT AND METHODS ANALYST	00325A	0.1	6,497	0.1	6,625
COORDINATOR OF EMPLOYMENT AND TRAINING	00131A	0.1	6,396	0.1	6,521
SUPERVISOR OF VOCATIONAL REHABILITATION	00329A	1.0	62,285	1.0	63,531
CHIEF IMPLEMENTATION AIDE	00128A	0.2	12,184	0.2	12,832
OFFICE MANAGER	00123A	0.1	5,940	0.1	6,309
SENIOR DLT BUSINESS OFFICER	00324A	0.2	11,855	0.2	12,147
IMPLEMENTATION AIDE	00322A	1.0	57,097	1.0	58,197
DLT BUSINESS OFFICER	00321A	0.3	17,012	0.3	17,342
LEGAL ASSISTANT	00319A	0.1	5,488	0.1	5,745
COMPENSATION CLAIMS ANALYST	00322A	3.0	164,021	3.0	167,273
MANAGER OF PRINTING AND OTHER SERVICES	00125A	0.1	5,089	0.1	5,191
IMPLEMENTATION AIDE	0AB22A	1.0	50,100	1.0	51,082
MEDICAL RECORDS TECHNICIAN	00320A	1.0	49,328	1.0	51,524
PHYSICAL THERAPY ASSISTANT	00320A	5.0	242,833	5.0	249,040
SENIOR COMPUTER OPERATOR	00318A	0.1	4,831	0.1	4,928
ASSISTANT ADMINISTRATIVE OFFICER	00321A	1.0	46,891	1.0	49,028
EMPLOYMENT AND TRAINING ASSISTANT	00316A	1.3	55,749	1.3	56,867
CERTIFIED OCCUPATIONAL THERAPY ASSISTANT	00320A	2.0	83,389	2.0	87,630
SENIOR WORD PROCESSING TYPIST	00312A	2.0	78,653	2.0	80,209
CENTRAL MAIL ROOM CLERK	00311G	0.1	3,556	0.1	3,627
<b>Subtotal</b>		<b>37.9</b>	<b>\$2,460,692</b>	<b>37.9</b>	<b>\$2,519,702</b>
<b>Unclassified</b>					
DIRECTOR, DEPARTMENT OF LABOR AND	00948KF	0.1	13,276	0.1	13,276
LEGAL COUNSEL (EMPLOYMENT SECURITY)	00889F	0.1	9,704	0.1	9,892
FISCAL MANAGEMENT OFFICER	0E024A	1.0	75,105	1.0	76,586
<b>Subtotal</b>		<b>1.2</b>	<b>\$98,085</b>	<b>1.2</b>	<b>\$99,754</b>

# Personnel

## Department Of Labor And Training Injured Workers Services

	Grade	FY 2015		FY 2016	
		FTE	Cost	FTE	Cost
Overtime		-	45,000	-	45,000
Turnover		-	(51,175)	-	(78,583)
<b>Subtotal</b>		-	<b>(\$6,175)</b>	-	<b>(\$33,583)</b>
<b>Total Salaries</b>		<b>39.1</b>	<b>\$2,552,602</b>	<b>39.1</b>	<b>\$2,585,873</b>
<b>Benefits</b>					
Payroll Accrual			13,508		13,861
FICA			199,190		203,832
Retiree Health			227,717		212,168
Health Benefits			499,137		532,608
Retirement			622,552		645,433
<b>Subtotal</b>			<b>\$1,562,104</b>		<b>\$1,607,902</b>
<b>Total Salaries and Benefits</b>		<b>39.1</b>	<b>\$4,114,706</b>	<b>39.1</b>	<b>\$4,193,775</b>
<b>Cost Per FTE Position (Excluding Temporary and Seasonal)</b>			<b>\$105,235</b>		<b>\$107,258</b>
<b>Statewide Benefit Assessment</b>			<b>\$110,027</b>		<b>\$112,636</b>
<b>Payroll Costs</b>		<b>39.1</b>	<b>\$4,224,733</b>	<b>39.1</b>	<b>\$4,306,411</b>
<b>Purchased Services</b>					
Information Technology			346,918		347,128
Clerical and Temporary Services			5,453		5,467
Legal Services			72		74
Other Contracts			51,287		51,794
Training and Educational Services			143,660		145,082
Medical Services			1,644,249		1,660,528
<b>Subtotal</b>			<b>\$2,191,639</b>		<b>\$2,210,073</b>
<b>Total Personnel</b>		<b>39.1</b>	<b>\$6,416,372</b>	<b>39.1</b>	<b>\$6,516,484</b>
<b>Distribution By Source Of Funds</b>					
Restricted Receipts		39.1	\$6,416,372	39.1	\$6,516,484
<b>Total All Funds</b>		<b>39.1</b>	<b>\$6,416,372</b>	<b>39.1</b>	<b>\$6,516,484</b>

# The Program

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## Department Of Labor And Training Labor Relations Board

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### **Program Mission**

To provide for expeditious resolution of representation election petitions, requests for unit clarification/accretion, and charges of unfair labor practices, through hearings and investigations, in accordance with the provisions of the Rhode Island State Labor Relations Act and its amendments.

### **Program Description**

The Rhode Island State Labor Relations Act declares that it is the public policy of the State to encourage the practice and procedure of collective bargaining, and to protect employees in the exercise of full freedom of association, self organization and designation of representatives of their own choosing for the purposes of collective bargaining. It is in the public interest that an equality of bargaining power between the employer and its employees be established and maintained. To that end, the Rhode Island State Labor Relations Board is empowered to make bargaining unit determinations, settle controversies as to employee representation, and to prevent unfair labor practices, through informal hearing, investigation, and the formal hearing process.

### **Statutory History**

The statutory basis for the RI State Labor Relations Board is contained within R.I.G.L. 28-7, et seq.; R.I.G.L. 28-9.1 through 28-9.7; and R.I.G.L. 36-11.

# The Budget

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## Department Of Labor And Training Labor Relations Board

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	2013 Audited	2014 Audited	2015 Enacted	2015 Revised	2016 Recommend
<b>Expenditures By Subprogram</b>					
Operations	382,834	386,646	388,648	381,690	389,651
<b>Total Expenditures</b>	<b>\$382,834</b>	<b>\$386,646</b>	<b>\$388,648</b>	<b>\$381,690</b>	<b>\$389,651</b>
<b>Expenditures By Object</b>					
Personnel	365,392	369,738	376,837	364,088	371,874
Operating Supplies and Expenses	17,397	16,869	11,774	17,570	17,744
Assistance and Grants	36	32	37	32	33
<b>Subtotal: Operating Expenditures</b>	<b>382,825</b>	<b>386,639</b>	<b>388,648</b>	<b>381,690</b>	<b>389,651</b>
Capital Purchases and Equipment	9	7	-	-	-
<b>Total Expenditures</b>	<b>\$382,834</b>	<b>\$386,646</b>	<b>\$388,648</b>	<b>\$381,690</b>	<b>\$389,651</b>
<b>Expenditures By Funds</b>					
General Revenue	382,834	386,646	388,648	381,690	389,651
<b>Total Expenditures</b>	<b>\$382,834</b>	<b>\$386,646</b>	<b>\$388,648</b>	<b>\$381,690</b>	<b>\$389,651</b>

# Personnel

## Department Of Labor And Training Labor Relations Board

	Grade	FY 2015		FY 2016	
		FTE	Cost	FTE	Cost
<b>Classified</b>					
LABOR BOARD CASE AGENT	00128A	1.0	72,685	1.0	74,106
<b>Subtotal</b>		<b>1.0</b>	<b>\$72,685</b>	<b>1.0</b>	<b>\$74,106</b>
<b>Unclassified</b>					
ADMINISTRATOR LABOR RELATIONS BOARD	00833A	1.0	94,070	1.0	95,936
CHAIRPERSON, LABOR RELATIONS BOARD	00953F	-	14,795	-	15,091
LABOR RELATIONS BOARD MEMBER	00952F	-	54,765	-	55,860
<b>Subtotal</b>		<b>1.0</b>	<b>\$163,630</b>	<b>1.0</b>	<b>\$166,887</b>
<b>Total Salaries</b>		<b>2.0</b>	<b>\$236,315</b>	<b>2.0</b>	<b>\$240,993</b>
<b>Benefits</b>					
Payroll Accrual			902		922
FICA			18,078		18,436
Retiree Health			11,256		10,203
Health Benefits			22,222		23,480
Retirement			40,571		41,898
<b>Subtotal</b>			<b>\$93,029</b>		<b>\$94,939</b>
<b>Total Salaries and Benefits</b>		<b>2.0</b>	<b>\$329,344</b>	<b>2.0</b>	<b>\$335,932</b>
<b>Cost Per FTE Position (Excluding Temporary and Seasonal)</b>			<b>\$164,672</b>		<b>\$167,966</b>
<b>Statewide Benefit Assessment</b>			<b>\$7,170</b>		<b>\$7,312</b>
<b>Payroll Costs</b>		<b>2.0</b>	<b>\$336,514</b>	<b>2.0</b>	<b>\$343,244</b>
<b>Purchased Services</b>					
Information Technology			91		92
Clerical and Temporary Services			5,234		5,286
Legal Services			22,000		23,000
Other Contracts			249		252
<b>Subtotal</b>			<b>\$27,574</b>		<b>\$28,630</b>
<b>Total Personnel</b>		<b>2.0</b>	<b>\$364,088</b>	<b>2.0</b>	<b>\$371,874</b>
<b>Distribution By Source Of Funds</b>					
General Revenue		2.0	\$364,088	2.0	\$371,874
<b>Total All Funds</b>		<b>2.0</b>	<b>\$364,088</b>	<b>2.0</b>	<b>\$371,874</b>

# Agency

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## Department Of Revenue

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### Agency Mission

Assesses and collects all taxes, fees, and revenues in the most efficient and cost-effective manner.

Recommends options to enhance revenue collections and revenue competitiveness by evaluating the State's revenue policies and practices.

Administers and enforces all laws pertaining to the operation and registration of motor vehicles.

Administers a lottery system in the most efficient, ethical, and cost-effective manner.

Monitors and reports on the financial condition of the State's cities and towns. Administers a databank on local finances and property values for the benefit of municipalities and public policy decision-makers.

Assists cities and towns in financial distress to achieve sound fiscal management through data analysis, technical assistance, training, and oversight.

### Agency Description

The Department of Revenue was established as a separate department within the executive branch of state government by the 2006 General Assembly and came into existence on July 1, 2006. The department is headed by the Director of Revenue, who is appointed by the Governor, with the advice and consent of the Senate. The Department has seven programmatic functions, including Central Management (Director of Revenue), Taxation, State Lottery, Registry of Motor Vehicles, Revenue Analysis, Municipal Finance, and State Aid (State Aid was transferred from the Department of Administration to the Department of Revenue in FY 2012).

### Statutory History

The Department of Revenue was created by the 2006 General Assembly through the enactment of Article 38 sub. A of the FY 2007 Appropriations Act (R.I.G.L. 42-142).



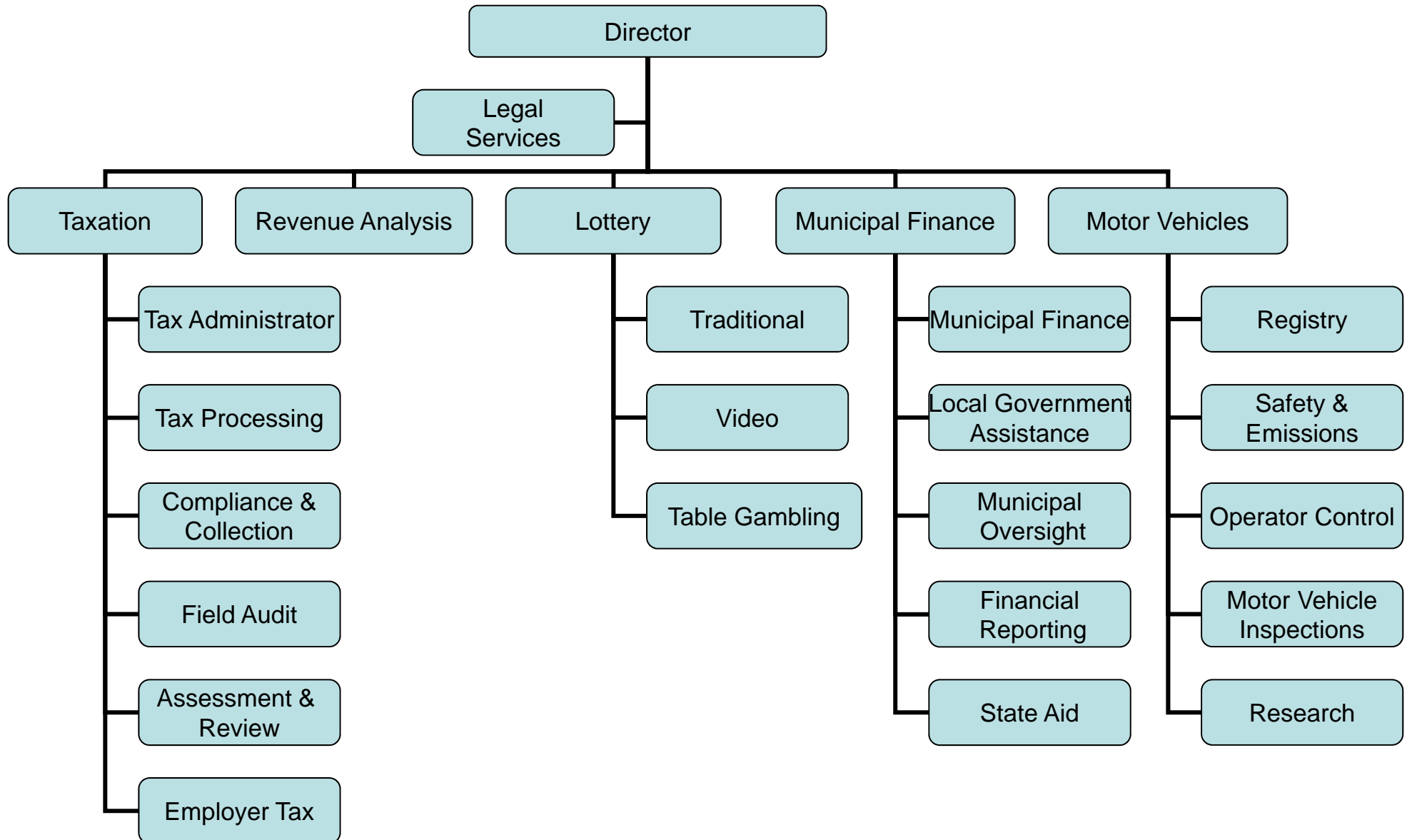
# Budget

## Department Of Revenue

	FY 2013 Audited	FY 2014 Audited	FY 2015 Enacted	FY 2015 Revised	FY 2016 Recommend
<b>Expenditures By Program</b>					
Director of Revenue	852,397	1,047,014	1,122,100	1,114,066	1,144,238
Office of Revenue Analysis	474,704	523,018	564,334	545,366	574,490
Lottery Division	249,312,824	318,238,182	342,306,302	330,592,118	303,850,780
Municipal Finance	2,164,948	1,704,061	2,256,992	2,279,033	2,186,998
Taxation	20,473,534	20,317,626	22,098,570	21,956,569	22,819,933
Registry of Motor Vehicles	18,274,501	18,873,487	24,846,255	22,342,940	21,465,170
State Aid	57,248,352	61,583,867	67,020,089	67,249,646	63,165,640
<b>Total Expenditures</b>	<b>\$348,801,260</b>	<b>\$422,287,255</b>	<b>\$460,214,642</b>	<b>\$446,079,738</b>	<b>\$415,207,249</b>
<b>Expenditures By Object</b>					
Personnel	40,907,611	44,260,112	49,404,295	49,139,253	49,312,715
Operating Supplies and Expenses	249,688,102	315,418,874	340,044,958	327,071,842	299,661,838
Assistance and Grants	4,463	72,322	108,923	108,923	108,923
Aid to Local Units of Government	57,248,352	61,689,580	67,150,629	67,378,685	63,321,548
<b>Subtotal: Operating Expenditures</b>	<b>347,848,528</b>	<b>421,440,888</b>	<b>456,708,805</b>	<b>443,698,703</b>	<b>412,405,024</b>
Capital Purchases and Equipment	687,992	757,057	3,442,837	2,314,918	2,734,124
Operating Transfers	264,740	89,310	63,000	66,117	68,101
<b>Total Expenditures</b>	<b>\$348,801,260</b>	<b>\$422,287,255</b>	<b>\$460,214,642</b>	<b>\$446,079,738</b>	<b>\$415,207,249</b>
<b>Expenditures By Funds</b>					
General Revenue	94,786,540	99,768,361	107,798,690	107,304,673	105,198,446
Federal Funds	1,951,612	1,655,815	5,113,145	4,692,166	1,315,154
Restricted Receipts	1,730,219	1,696,101	4,000,819	2,309,433	3,894,326
Operating Transfers from Other Funds	372,852	28,173	-	542,377	-
Other Funds	249,960,037	319,138,805	343,301,988	331,231,089	304,799,323
<b>Total Expenditures</b>	<b>\$348,801,260</b>	<b>\$422,287,255</b>	<b>\$460,214,642</b>	<b>\$446,079,738</b>	<b>\$415,207,249</b>
<b>FTE Authorization</b>	<b>489.0</b>	<b>492.0</b>	<b>505.0</b>	<b>505.0</b>	<b>514.5</b>

# The Agency

## Department of Revenue



# Personnel

## Department Of Revenue Agency Summary

	Grade	FY 2015		FY 2016	
		FTE	Cost	FTE	Cost
Classified		420.0	22,835,931	429.5	23,942,922
Unclassified		86.0	5,686,250	86.0	5,901,012
<b>Subtotal</b>		<b>506.0</b>	<b>\$28,522,181</b>	<b>515.5</b>	<b>\$29,843,934</b>
Cost Allocation from Other Programs		-	98,992	-	104,585
Cost Allocation to Other Programs		-	(\$98,992)	-	(\$104,585)
Overtime		-	560,432	-	565,362
Reconcile to FTE Authorization		(1.0)	-	(1.0)	-
Temporary and Seasonal		-	151,382	-	159,840
Turnover		-	(\$1,834,517)	-	(\$1,527,803)
<b>Subtotal</b>		<b>(1.0)</b>	<b>(\$1,122,703)</b>	<b>(1.0)</b>	<b>(\$802,601)</b>
<b>Total Salaries</b>		<b>505.0</b>	<b>\$27,399,478</b>	<b>514.5</b>	<b>\$29,041,333</b>
<b>Benefits</b>					
Payroll Accrual			152,217		160,625
Holiday			6,000		6,000
FICA			2,088,443		2,224,286
Retiree Health			1,831,799		1,715,480
Health Benefits			5,607,910		6,260,888
Retirement			6,518,122		6,945,803
<b>Subtotal</b>			<b>\$16,204,491</b>		<b>\$17,313,082</b>
<b>Total Salaries and Benefits</b>		<b>505.0</b>	<b>\$43,603,969</b>	<b>514.5</b>	<b>\$46,354,415</b>
<b>Cost Per FTE Position (Excluding Temporary and Seasonal)</b>			<b>\$86,045</b>		<b>\$89,784</b>
<b>Statewide Benefit Assessment</b>			<b>\$1,020,333</b>		<b>\$1,076,293</b>
<b>Payroll Costs</b>		<b>505.0</b>	<b>\$44,624,302</b>	<b>514.5</b>	<b>\$47,430,708</b>

# Personnel

## Department Of Revenue Agency Summary

	Grade	FY 2015		FY 2016	
		FTE	Cost	FTE	Cost
<b>Purchased Services</b>					
Information Technology			1,535,518		-
Clerical and Temporary Services			61,531		61,531
Management & Consultant Services			773,150		80,000
Legal Services			434,000		65,000
Other Contracts			1,661,552		1,661,226
Buildings and Ground Maintenance			14,250		14,250
Training and Educational Services			34,950		-
<b>Subtotal</b>			<b>\$4,514,951</b>		<b>\$1,882,007</b>
<b>Total Personnel</b>		<b>505.0</b>	<b>\$49,139,253</b>	<b>514.5</b>	<b>\$49,312,715</b>
<b>Distribution By Source Of Funds</b>					
General Revenue		385.3	\$33,864,275	394.9	\$35,818,592
Federal Funds		15.0	\$3,395,994	15.0	\$1,279,767
Restricted Receipts		10.1	\$839,601	10.1	\$862,880
Other Funds		94.6	\$11,039,383	94.6	\$11,351,476
<b>Total All Funds</b>		<b>505.0</b>	<b>\$49,139,253</b>	<b>514.5</b>	<b>\$49,312,715</b>

# The Program

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Department Of Revenue

Director of Revenue

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## **Program Mission**

The mission of the Director's Office is to ensure that the Department's programs are efficiently organized and implemented utilizing the resources provided by the taxpayers through the annual appropriation process.

## **Program Description**

The Director's Office oversees the overall operation of the Department. The Office of Legal Services provides legal advice and support to the Director and programs within the Department.

## **Statutory History**

The Director of Revenue position was created upon establishment of the Department of Revenue in Article 38 sub A of the FY 2007 Appropriations Act (R.I. Gen. Laws § 42-142).

# The Budget

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## Department Of Revenue Director of Revenue

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	2013 Audited	2014 Audited	2015 Enacted	2015 Revised	2016 Recommend
<b>Expenditures By Subprogram</b>					
Director of Revenue	852,397	1,047,014	1,122,100	1,114,066	1,144,238
<b>Total Expenditures</b>	<b>\$852,397</b>	<b>\$1,047,014</b>	<b>\$1,122,100</b>	<b>\$1,114,066</b>	<b>\$1,144,238</b>
<b>Expenditures By Object</b>					
Personnel	844,008	1,038,817	1,101,090	1,093,056	1,121,944
Operating Supplies and Expenses	5,971	6,391	15,985	15,985	17,269
<b>Subtotal: Operating Expenditures</b>	<b>849,979</b>	<b>1,045,208</b>	<b>1,117,075</b>	<b>1,109,041</b>	<b>1,139,213</b>
Capital Purchases and Equipment	2,418	1,806	5,025	5,025	5,025
<b>Total Expenditures</b>	<b>\$852,397</b>	<b>\$1,047,014</b>	<b>\$1,122,100</b>	<b>\$1,114,066</b>	<b>\$1,144,238</b>
<b>Expenditures By Funds</b>					
General Revenue	852,397	1,047,014	1,122,100	1,114,066	1,144,238
<b>Total Expenditures</b>	<b>\$852,397</b>	<b>\$1,047,014</b>	<b>\$1,122,100</b>	<b>\$1,114,066</b>	<b>\$1,144,238</b>

# Personnel

## Department Of Revenue

### Director of Revenue

	Grade	FY 2015		FY 2016	
		FTE	Cost	FTE	Cost
<b>Classified</b>					
ADMINISTRATIVE AND LEGAL SUPPORT SERVICES	00143A	1.0	131,989	1.0	139,447
CHIEF OF STRATEGIC PLANNING, MONITORING	00143A	1.0	115,075	1.0	117,377
CHIEF LEGAL OFFICER (TAXATION)	00138A	1.0	105,613	1.0	107,725
DEPUTY CHIEF OF LEGAL SERVICES	00137A	1.0	93,518	1.0	95,388
ADMINISTRATOR, FINANCIAL MANAGEMENT	00137A	1.0	85,085	1.0	86,787
SENIOR LEGAL COUNSEL	00134A	1.0	72,546	1.0	77,900
CHIEF IMPLEMENTATION AIDE	00128A	1.0	67,242	1.0	68,586
SENIOR INTERNAL AUDITOR (DOA)	00131A	1.0	61,173	1.0	64,666
<b>Subtotal</b>		<b>8.0</b>	<b>\$732,241</b>	<b>8.0</b>	<b>\$757,876</b>
<b>Unclassified</b>					
DIRECTOR DEPARTMENT OF REVENUE	00956KF	1.0	156,876	1.0	156,876
<b>Subtotal</b>		<b>1.0</b>	<b>\$156,876</b>	<b>1.0</b>	<b>\$156,876</b>
Cost Allocation to Other Programs		-	(98,992)	-	(104,585)
Turnover		-	(84,188)	-	(88,141)
<b>Subtotal</b>		<b>-</b>	<b>(\$183,180)</b>	<b>-</b>	<b>(\$192,726)</b>
<b>Total Salaries</b>		<b>9.0</b>	<b>\$705,937</b>	<b>9.0</b>	<b>\$722,026</b>
<b>Benefits</b>					
Payroll Accrual			4,029		4,108
FICA			51,570		52,964
Retiree Health			47,650		43,322
Health Benefits			81,761		90,570
Retirement			171,755		177,906
<b>Subtotal</b>			<b>\$356,765</b>		<b>\$368,870</b>
<b>Total Salaries and Benefits</b>		<b>9.0</b>	<b>\$1,062,702</b>	<b>9.0</b>	<b>\$1,090,896</b>
<b>Cost Per FTE Position (Excluding Temporary and Seasonal)</b>			<b>\$118,078</b>		<b>\$121,211</b>
<b>Statewide Benefit Assessment</b>			<b>\$30,354</b>		<b>\$31,048</b>
<b>Payroll Costs</b>		<b>9.0</b>	<b>\$1,093,056</b>	<b>9.0</b>	<b>\$1,121,944</b>
<b>Total Personnel</b>		<b>9.0</b>	<b>\$1,093,056</b>	<b>9.0</b>	<b>\$1,121,944</b>
<b>Distribution By Source Of Funds</b>					
General Revenue		9.0	\$1,093,056	9.0	\$1,121,944
<b>Total All Funds</b>		<b>9.0</b>	<b>\$1,093,056</b>	<b>9.0</b>	<b>\$1,121,944</b>

# The Program

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## Department Of Revenue Office of Revenue Analysis

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### **Program Mission**

The Office of Revenue Analysis' mission is to analyze, evaluate, and appraise the tax system of the State of Rhode Island. The Office makes recommendations for the revision of the State's tax system that are in the best interests of the State's economy. The Office also provides objective information and unbiased advice on the State's revenue system and the impact of proposed changes to it.

### **Program Description**

The Office of Revenue Analysis is responsible for making recommendations to the State's tax system with the best interests of the economy of Rhode Island. The Office is charged with the preparation of cost benefit analyses of all tax proposals. It publishes an annual Unified Economic Development Report and a biennial Tax Expenditures Report. It prepares fiscal analysis notes on bills that pertain to revenues. It also publishes a monthly report on cash collections. In conjunction with the Budget Office, it forecasts the State's general revenues as part of the biannual Revenue Estimating Conference. Finally, a representative of the Office serves as an ex officio member of the Council of Economic Advisors.

### **Statutory History**

The Office of Revenue Analysis and the position of Chief of Revenue Analysis were created upon establishment of the Department of Revenue in Article 38 sub A of the FY 2007 Appropriations Act (R.I. Gen. Laws § 42-142-3).



# The Budget

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## Department Of Revenue Office of Revenue Analysis

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	2013 Audited	2014 Audited	2015 Enacted	2015 Revised	2016 Recommend
<b>Expenditures By Subprogram</b>					
Revenue Analysis	474,704	523,018	564,334	545,366	574,490
<b>Total Expenditures</b>	<b>\$474,704</b>	<b>\$523,018</b>	<b>\$564,334</b>	<b>\$545,366</b>	<b>\$574,490</b>
<b>Expenditures By Object</b>					
Personnel	452,652	504,164	544,529	525,561	553,882
Operating Supplies and Expenses	19,606	17,830	18,780	18,780	19,583
<b>Subtotal: Operating Expenditures</b>	<b>472,258</b>	<b>521,994</b>	<b>563,309</b>	<b>544,341</b>	<b>573,465</b>
Capital Purchases and Equipment	2,446	1,024	1,025	1,025	1,025
<b>Total Expenditures</b>	<b>\$474,704</b>	<b>\$523,018</b>	<b>\$564,334</b>	<b>\$545,366</b>	<b>\$574,490</b>
<b>Expenditures By Funds</b>					
General Revenue	474,704	523,018	564,334	545,366	574,490
<b>Total Expenditures</b>	<b>\$474,704</b>	<b>\$523,018</b>	<b>\$564,334</b>	<b>\$545,366</b>	<b>\$574,490</b>

# Personnel

## Department Of Revenue Office of Revenue Analysis

	Grade	FY 2015		FY 2016	
		FTE	Cost	FTE	Cost
<b>Classified</b>					
SENIOR REVENUE POLICY ANALYST (DOR)	00137A	1.0	82,684	1.0	86,787
REVENUE POLICY ANALYST (DOR)	00132A	2.0	136,253	2.0	144,196
<b>Subtotal</b>		<b>3.0</b>	<b>\$218,937</b>	<b>3.0</b>	<b>\$230,983</b>
<b>Unclassified</b>					
CHIEF OF REVENUE ANALYSIS	08445A	1.0	134,887	1.0	137,584
<b>Subtotal</b>		<b>1.0</b>	<b>\$134,887</b>	<b>1.0</b>	<b>\$137,584</b>
Turnover		-	(27,057)	-	(3,686)
<b>Subtotal</b>		<b>-</b>	<b>(\$27,057)</b>	<b>-</b>	<b>(\$3,686)</b>
<b>Total Salaries</b>		<b>4.0</b>	<b>\$326,767</b>	<b>4.0</b>	<b>\$364,881</b>
<b>Benefits</b>					
Payroll Accrual			1,866		2,077
FICA			24,106		27,084
Retiree Health			22,057		21,893
Health Benefits			29,712		32,350
Retirement			79,503		89,907
<b>Subtotal</b>			<b>\$157,244</b>		<b>\$173,311</b>
<b>Total Salaries and Benefits</b>		<b>4.0</b>	<b>\$484,011</b>	<b>4.0</b>	<b>\$538,192</b>
<b>Cost Per FTE Position (Excluding Temporary and Seasonal)</b>			<b>\$121,003</b>		<b>\$134,548</b>
<b>Statewide Benefit Assessment</b>			<b>\$14,050</b>		<b>\$15,690</b>
<b>Payroll Costs</b>		<b>4.0</b>	<b>\$498,061</b>	<b>4.0</b>	<b>\$553,882</b>
<b>Purchased Services</b>					
Management & Consultant Services			27,500		-
<b>Subtotal</b>			<b>\$27,500</b>		<b>-</b>
<b>Total Personnel</b>		<b>4.0</b>	<b>\$525,561</b>	<b>4.0</b>	<b>\$553,882</b>
<b>Distribution By Source Of Funds</b>					
General Revenue		4.0	\$525,561	4.0	\$553,882
<b>Total All Funds</b>		<b>4.0</b>	<b>\$525,561</b>	<b>4.0</b>	<b>\$553,882</b>

# Performance Measures

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## Department Of Revenue Office of Revenue Analysis

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### *Revenue Assessment Reports*

The Office of Revenue Analysis (ORA) issues a monthly revenue assessment report. ORA's goal is to issue these reports within 10 business days after receipt of the data from the Office of Accounts and Control. The purpose of the revenue assessment report is to give readers a sense of how the State's general revenues compare to those that might be expected if the official revenue estimate was being met based on ORA's allocation of the official revenue estimates. The monthly revenue assessment report compares adjusted revenues, on a monthly and fiscal year-to-date basis, to the Office of Revenue Analysis' monthly and fiscal year-to-date estimate of revenues based on the current fiscal year enacted revenue estimate. The figures below represent the percentage of monthly revenue assessment reports completed within 10 business days.

	2012	2013	2014	2015	2016
<b>Target</b>	100%	100%	100%	100%	100%
<b>Actual</b>	91.7%	58.3%	91.7%	--	--

Performance for this measure is reported by state fiscal year.

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### *Cash Collection Reports*

ORA issues a monthly cash collections report. The cash collections report is a comprehensive analysis of fiscal year-to-date and monthly cash collections on all revenue sources estimated by the members of the Revenue Estimating Conference. The Office's goal is to issue these reports within 10 business days after receipt of the data from the Office of Accounts and Control. The figures below represent the percentage of monthly cash collections reports completed within 10 business days.

	2012	2013	2014	2015	2016
<b>Target</b>	100%	100%	100%	100%	100%
<b>Actual</b>	91.7%	66.7%	58.3%	--	--

Performance for this measure is reported by state fiscal year.

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# The Program

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## Department Of Revenue Lottery Division

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### **Program Mission**

The mission of the Rhode Island Lottery is to generate revenue for the State through the responsible management and sale of entertaining lottery products. It incorporates the highest standards of security and integrity. It emphasizes customer service and maintaining the public's trust.

### **Program Description**

The Rhode Island Lottery (The Lottery) was created under the General Laws of the State of Rhode Island in 1974 to operate lottery games to generate revenues for the state. The Lottery operates as an enterprise fund, and its financial information is included in the State Comprehensive Annual Financial Report.

The Lottery promotes and sells tickets for on-line games (e.g. Daily Numbers), Keno, and instant games (e.g. scratch tickets). Tickets are sold through licensed lottery retailers. The Lottery sells Powerball®, Mega Millions, and Lucky for Life tickets. It collects all revenues and remits prize funds as required to the Multi-State Lottery Association. R.I. Gen. Laws § 42-61-15 requires that the Lottery award prizes in an amount not less than 45 percent nor more than 65 percent of the total lottery ticket revenue. For Keno, however, prize awards shall not be less than 45 percent nor more than 72 percent of the total Keno ticket revenue. Transfers are made on a monthly basis in an amount equal to estimated net income after prizes, commissions, and Lottery operating expenses.

R.I. Gen. Laws § 42-61.2 authorizes the Lottery to conduct video lottery games at Twin River and Newport Grand. Video lottery terminals are electronically linked to a central computer facility at Lottery Headquarters. As of July 1, 2004, the net terminal income generated is divided among the licensed video lottery facilities, the technology providers, the host municipalities, the central computer system provider, and the State General Fund. In 2005, the General Assembly enacted legislation that allocates a percentage of the net revenue from the operation of authorized video lottery terminals at Twin River to the Narragansett Indian Tribe. R.I. Gen. Laws § 42-61.2-2.1 authorizes the Division of Lotteries to operate casino gaming, including Table Games, at Twin River. As required by the Rhode Island Constitution, Article VI Section XV and as provided, inter alia, in R.I. Gen. Laws § 42-61.2-3.1, the Division of Lotteries operates all aspects of the Table Games. Sixteen percent (16%) of net Table Game Revenue is allocated to the State Lottery Fund for administrative purposes, with the balance transferred to the State's General Fund.

### **Statutory History**

R.I. Gen. Laws § 42-61 provides the general authority for the State Division of Lottery. R.I. Gen. Laws § 42-142 establishes the State Lottery as a division of the Department of Revenue.

# The Budget

## Department Of Revenue Lottery Division

	2013 Audited	2014 Audited	2015 Enacted	2015 Revised	2016 Recommend
<b>Expenditures By Subprogram</b>					
Lottery Division	249,312,824	318,238,182	342,306,302	330,592,118	303,850,780
<b>Total Expenditures</b>	<b>\$249,312,824</b>	<b>\$318,238,182</b>	<b>\$342,306,302</b>	<b>\$330,592,118</b>	<b>\$303,850,780</b>
<b>Expenditures By Object</b>					
Personnel	6,304,612	9,428,871	9,876,606	10,139,798	10,427,395
Operating Supplies and Expenses	242,706,263	308,588,473	332,324,889	320,064,136	293,175,708
Assistance and Grants	-	68,709	100,000	100,000	100,000
<b>Subtotal: Operating Expenditures</b>	<b>249,010,875</b>	<b>318,086,053</b>	<b>342,301,495</b>	<b>330,303,934</b>	<b>303,703,103</b>
Capital Purchases and Equipment	100,245	128,756	4,807	288,184	147,677
Operating Transfers	201,704	23,373	-	-	-
<b>Total Expenditures</b>	<b>\$249,312,824</b>	<b>\$318,238,182</b>	<b>\$342,306,302</b>	<b>\$330,592,118</b>	<b>\$303,850,780</b>
<b>Expenditures By Funds</b>					
Operating Transfers from Other Funds	272,250	23,373	-	283,377	-
Other Funds	249,040,574	318,214,809	342,306,302	330,308,741	303,850,780
<b>Total Expenditures</b>	<b>\$249,312,824</b>	<b>\$318,238,182</b>	<b>\$342,306,302</b>	<b>\$330,592,118</b>	<b>\$303,850,780</b>

# Personnel

## Department Of Revenue Lottery Division

	Grade	FY 2015		FY 2016	
		FTE	Cost	FTE	Cost
<b>Unclassified</b>					
LOTTERY DIRECTOR	0816JF	1.0	143,719	1.0	146,594
DEPUTY DIRECTOR (LOTTERY)	00842JA	1.0	134,553	1.0	137,244
DIRECTOR MANAGEMENT INFORMATION	00839JA	1.0	115,647	1.0	117,961
FINANCE ADMINISTRATION (MANAGER)	00839JA	1.0	105,591	1.0	107,703
CASINO OPERATIONS AND COMPLIANCE	00841JA	1.0	104,139	1.0	110,964
CONTROLLER (LOTTERY)	00834JA	1.0	94,700	1.0	96,594
LOTTERY SALES & MARKETING MANAGER	00834JA	1.0	86,465	1.0	88,195
CASINO FINANCIAL ANALYST SUPERVISOR	00834JA	1.0	86,074	1.0	91,345
MANAGER MARKETING AGENT LICENSES AND	00834JA	1.0	84,910	1.0	88,195
PRINCIPAL PROJECTS MANAGER	0831JA	2.0	169,514	2.0	172,905
CASINO SENIOR COMPLIANCE SUPERVISOR	00834JA	1.0	81,305	1.0	87,137
INTERNAL AUDITOR	00833JA	1.0	78,453	1.0	80,981
LEGAL COUNSEL (LOTTERY)	00835JA	1.0	76,600	1.0	80,984
CASINO INSPECTIONS AND STANDARDS	00832JA	1.0	76,555	1.0	78,086
CASINO TABLE GAMES ACCOUNTING MANAGER	00833JA	1.0	74,705	1.0	80,021
INSTANT TICKET DEVELOPMENT SUPERVISOR	00827JA	1.0	72,532	1.0	73,983
PRODUCTION MANAGER (LOTTERY)	00828JA	1.0	72,094	1.0	73,535
CASINO SECURITY MANAGER	00829JA	1.0	71,602	1.0	73,034
CASINO SURVEILLANCE ANALYST	00832JA	1.0	71,583	1.0	76,522
CASINO FINANCIAL ANALYST	00832JA	1.0	70,598	1.0	74,958
VIDEO LOTTERY SUPERVISOR	00827JA	1.0	69,379	1.0	70,766
ACCOUNTING MANAGER	00829JA	1.0	68,193	1.0	69,556
INFORMATION TECHNOLOGY SECURITY MANAGER	00829JA	1.0	68,193	1.0	69,556
ASSISTANT PRODUCTION MANAGER (LOTTERY)	00824JA	1.0	67,040	1.0	68,382
SECURITY MANAGER	00827A	1.0	66,225	1.0	67,549
ASSISTANT MANAGER-MARKETING, AGENT	00826JA	2.0	128,209	2.0	132,911
CASINO COMPLIANCE SUPERVISOR	00829JA	2.0	127,804	2.0	136,640
PROJECT COORDINATOR	00826JA	1.0	63,638	1.0	64,910
VIDEO LOTTERY SYSTEMS MANAGER	00827JA	1.0	63,071	1.0	64,333
VIDEO LOTTERY PROGRAM AUDITOR	00829JA	1.0	62,158	1.0	65,715
EXECUTIVE SECRETARY	00822JA	1.0	62,033	1.0	63,274
PRODUCTION CLERK	00822JA	1.0	62,033	1.0	63,274
MAINTENANCE PERSON (LOTTERY)	00822JA	1.0	60,741	1.0	61,957
ADMINISTRATIVE OFFICER	00822A	1.0	60,644	1.0	61,857
CASINO SECURITY INSPECTOR	00827JA	4.0	234,300	4.0	249,609
COMPUTER PROGRAMMER	00825JA	1.0	57,555	1.0	59,400
CASINO IT SUPPORT SPECIALIST	00826JA	1.0	56,807	1.0	60,630
CASINO GAMING OPERATIONS INVESTIGATOR	00826JA	3.0	168,243	3.0	178,968
ASSISTANT CONTROLLER	00824JA	2.0	111,397	2.0	116,174
FIELD REPRESENTATIVE (LOTTERY)	00822JA	10.0	551,602	10.0	566,826
TICKET ACCOUNTING CLERK (LOTTERY)	00820JA	1.0	55,028	1.0	56,128
SUPERVISOR PERSONNEL RECORDS	00821JA	1.0	54,784	1.0	55,880
CASINO COMPLIANCE REPRESENTATIVE	00825JA	13.0	707,638	13.0	754,428
LICENSING CLERK	00820JA	1.0	52,635	1.0	53,688
RECEPTIONIST	00817JA	1.0	50,500	1.0	52,650

# Personnel

## Department Of Revenue Lottery Division

	Grade	FY 2015		FY 2016	
		FTE	Cost	FTE	Cost
SUPERVISOR PUBLIC AFFAIRS & DRAWINGS	00822JA	1.0	47,881	1.0	50,442
SECRETARY	00818JA	3.0	142,778	3.0	145,634
ASSISTANT FIELD REPRESENTATIVE	00818JA	1.0	46,446	1.0	47,786
VALIDATIONS OFFICER	00817JA	1.0	43,246	1.0	44,112
ASSISTANT PRODUCTION WORKER	00818JA	2.0	82,902	2.0	85,562
JUNIOR MAINTENANCE PERSON	00801JA	1.0	30,045	1.0	31,014
<b>Subtotal</b>		<b>84.0</b>	<b>\$5,394,487</b>	<b>84.0</b>	<b>\$5,606,552</b>
Cost Allocation from Other Programs		-	98,992	-	104,585
Overtime		-	114,932	-	125,000
Turnover		-	(179,466)	-	(224,262)
<b>Subtotal</b>		<b>-</b>	<b>\$34,458</b>	<b>-</b>	<b>\$5,323</b>
<b>Total Salaries</b>		<b>84.0</b>	<b>\$5,428,945</b>	<b>84.0</b>	<b>\$5,611,875</b>
<b>Benefits</b>					
Payroll Accrual			29,878		30,768
FICA			412,566		426,475
Retiree Health			361,392		331,921
Health Benefits			997,655		1,057,910
Retirement			1,292,900		1,351,964
<b>Subtotal</b>			<b>\$3,094,391</b>		<b>\$3,199,038</b>
<b>Total Salaries and Benefits</b>		<b>84.0</b>	<b>\$8,523,336</b>	<b>84.0</b>	<b>\$8,810,913</b>
<b>Cost Per FTE Position (Excluding Temporary and Seasonal)</b>			<b>\$101,468</b>		<b>\$104,892</b>
<b>Statewide Benefit Assessment</b>			<b>\$101,259</b>		<b>\$104,605</b>
<b>Payroll Costs</b>		<b>84.0</b>	<b>\$8,624,595</b>	<b>84.0</b>	<b>\$8,915,518</b>
<b>Purchased Services</b>					
Clerical and Temporary Services			59,531		59,531
Other Contracts			1,454,022		1,450,696
Buildings and Ground Maintenance			1,650		1,650
<b>Subtotal</b>			<b>\$1,515,203</b>		<b>\$1,511,877</b>
<b>Total Personnel</b>		<b>84.0</b>	<b>\$10,139,798</b>	<b>84.0</b>	<b>\$10,427,395</b>
<b>Distribution By Source Of Funds</b>					
Other Funds		84.0	\$10,139,798	84.0	\$10,427,395
<b>Total All Funds</b>		<b>84.0</b>	<b>\$10,139,798</b>	<b>84.0</b>	<b>\$10,427,395</b>

# Performance Measures

## Department Of Revenue Lottery Division

### *Retailer Non-Sufficient Funds*

This indicator measures the number of electronic funds transfers from retail agents that result in Non-Sufficient Funds (NSF). The Lottery Division's goal is to reduce the incidence of NSFs by agent retailers using controls such as automated clearinghouse sweeps and monitoring retailer compliance. The figures below represent the number of NSFs that occur in a given year.

	2012	2013	2014	2015	2016
<b>Target</b>	--	338	335	335	335
<b>Actual</b>	268	257	255	--	--

Performance for this measure is reported by calendar year.

### *Accuracy of Retailer Documentation*

The Lottery Division collects business tax information as part of retail vendor applications and reports any vendor income from Lottery-related claims on the Internal Revenue Service (IRS) form 1099. If Lottery's vendor information does not match the IRS's database, Lottery is required to resolve the discrepancy and collect accurate information. The figures below represent the percentage of retailer IRS submissions determined to have inaccurate information. [Note: Lottery receives claimant accuracy data from the IRS approximately twenty four months after the end of a tax year.]

	2012	2013	2014	2015	2016
<b>Target</b>	--	--	1%	1%	1%
<b>Actual</b>	0.32%	--	--	--	--

Performance for this measure is reported by calendar year.



# The Program

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## Department Of Revenue Municipal Finance

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### **Program Mission**

The Division of Municipal Finance's mission is to provide guidance to municipalities in achieving and maintaining fiscal stability. The Division promotes the highest standards in local government fiscal policy and decision-making. It encourages transparency by serving as a conduit for information and education for taxpayers, for government officials, and for the public.

### **Program Description**

The Division of Municipal Finance's responsibilities include assisting municipalities and fire districts to achieve sound fiscal management through data analysis, technical assistance, training, and oversight. The Division encourages cooperation between municipalities, fire districts, and the State by distributing relevant and timely information. It provides technical assistance to distressed municipalities and fire districts. The Division maintains a databank on local finances and property values for the benefit of municipalities, fire districts, and public policy decision-makers. In addition, the Division annually calculates municipal property wealth. It calculates and distributes municipal state aid programs and advises municipalities on the statistical property valuation process. Finally, the Division provides staff assistance to the Local Pension and Other Post Employment Benefit (OPEB) Study Commission.

### **Statutory History**

R.I. Gen. Laws § 42-142-4 establishes the Division of Municipal Finance within the Department of Revenue.

# The Budget

## Department Of Revenue Municipal Finance

	2013 Audited	2014 Audited	2015 Enacted	2015 Revised	2016 Recommend
<b>Expenditures By Subprogram</b>					
Municipal Affairs	2,164,948	1,704,061	2,256,992	2,279,033	2,186,998
<b>Total Expenditures</b>	<b>\$2,164,948</b>	<b>\$1,704,061</b>	<b>\$2,256,992</b>	<b>\$2,279,033</b>	<b>\$2,186,998</b>
<b>Expenditures By Object</b>					
Personnel	2,127,053	1,569,891	2,082,453	2,124,167	2,002,694
Operating Supplies and Expenses	26,781	13,968	37,974	18,302	20,871
Assistance and Grants	-	-	5,000	5,000	5,000
Aid to Local Units of Government	-	105,713	130,540	129,039	155,908
<b>Subtotal: Operating Expenditures</b>	<b>2,153,834</b>	<b>1,689,572</b>	<b>2,255,967</b>	<b>2,276,508</b>	<b>2,184,473</b>
Capital Purchases and Equipment	11,114	14,489	1,025	2,525	2,525
<b>Total Expenditures</b>	<b>\$2,164,948</b>	<b>\$1,704,061</b>	<b>\$2,256,992</b>	<b>\$2,279,033</b>	<b>\$2,186,998</b>
<b>Expenditures By Funds</b>					
General Revenue	2,164,948	1,704,061	2,256,992	2,279,033	2,186,998
<b>Total Expenditures</b>	<b>\$2,164,948</b>	<b>\$1,704,061</b>	<b>\$2,256,992</b>	<b>\$2,279,033</b>	<b>\$2,186,998</b>

# Personnel

## Department Of Revenue Municipal Finance

	Grade	FY 2015		FY 2016	
		FTE	Cost	FTE	Cost
<b>Classified</b>					
CHIEF OF STRATEGIC PLANNING, MONITORING	00143A	1.0	109,596	1.0	111,788
HUMAN RESOURCES COORDINATOR	00135A	1.0	83,268	1.0	84,707
SUPERVISOR LOCAL GOVERNMENT ASSISTANCE	00833A	2.0	155,024	2.0	160,593
FISCAL MANAGEMENT OFFICER	00B26A	1.0	72,812	1.0	74,268
STATE AID AND FINANCE SPECIALIST - MUNICIPAL	00332A	3.0	217,382	3.0	223,839
INVESTIGATIVE AUDITOR	00133A	1.0	67,093	1.0	70,942
PROGRAMMING SERVICES OFFICER	00131A	2.0	126,110	2.0	134,054
PRODUCTIVITY PROJECT DIRECTOR	00130A	2.0	121,307	2.0	128,891
SENIOR MANAGEMENT AND METHODS ANALYST	00325A	1.0	54,485	1.0	57,332
PRINCIPAL PROGRAM ANALYST	00328A	1.0	54,293	1.0	57,255
SENIOR INFORMATION AND PUBLIC RELATIONS	00324A	1.0	46,928	1.0	49,348
DATA CONTROL CLERK	00315A	1.0	46,104	1.0	47,026
<b>Subtotal</b>		<b>17.0</b>	<b>\$1,154,402</b>	<b>17.0</b>	<b>\$1,200,043</b>
Turnover		-	(174,274)	-	(64,666)
<b>Subtotal</b>		<b>-</b>	<b>(\$174,274)</b>	<b>-</b>	<b>(\$64,666)</b>
<b>Total Salaries</b>		<b>17.0</b>	<b>\$980,128</b>	<b>17.0</b>	<b>\$1,135,377</b>
<b>Benefits</b>					
Payroll Accrual			5,609		6,479
FICA			74,981		86,858
Retiree Health			66,162		68,122
Health Benefits			185,025		232,278
Retirement			238,467		279,758
<b>Subtotal</b>			<b>\$570,244</b>		<b>\$673,495</b>
<b>Total Salaries and Benefits</b>		<b>17.0</b>	<b>\$1,550,372</b>	<b>17.0</b>	<b>\$1,808,872</b>
<b>Cost Per FTE Position (Excluding Temporary and Seasonal)</b>			<b>\$91,198</b>		<b>\$106,404</b>
<b>Statewide Benefit Assessment</b>			<b>\$42,145</b>		<b>\$48,822</b>
<b>Payroll Costs</b>		<b>17.0</b>	<b>\$1,592,517</b>	<b>17.0</b>	<b>\$1,857,694</b>
<b>Purchased Services</b>					
Management & Consultant Services			97,650		80,000
Legal Services			434,000		65,000
<b>Subtotal</b>			<b>\$531,650</b>		<b>\$145,000</b>
<b>Total Personnel</b>		<b>17.0</b>	<b>\$2,124,167</b>	<b>17.0</b>	<b>\$2,002,694</b>
<b>Distribution By Source Of Funds</b>					
General Revenue		17.0	\$2,124,167	17.0	\$2,002,694
<b>Total All Funds</b>		<b>17.0</b>	<b>\$2,124,167</b>	<b>17.0</b>	<b>\$2,002,694</b>

# Performance Measures

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## Department Of Revenue Municipal Finance

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### *Timeliness of Municipal Reporting*

The Division of Municipal Finance uses numerous tools to track the fiscal health of Rhode Island's communities. RI General Laws § 45-12-22.2 requires municipalities to submit a quarterly report on or before the 25th day of the month succeeding the end of each fiscal quarter, certifying the status of the municipal budget, including the school budget. That data is used to identify potential areas for budget shortfalls. The figures below represent the percentage of municipal quarterly reports submitted to the Division on time.

	2012	2013	2014	2015	2016
<b>Target</b>	--	60%	60%	60%	60%
<b>Actual</b>	46%	40%	41%	--	--

Performance for this measure is reported by state fiscal year.

### *Municipalities Requiring State Intervention*

The Division of Municipal Finance, under guidance from the Director of Revenue, provides state oversight and intervention to communities in fiscal distress. The figures below represent the number of municipalities and fire districts requiring state intervention under the Fiscal Stability Act (RI General Laws chapter 45-9).

	2012	2013	2014	2015	2016
<b>Target</b>	--	--	--	--	--
<b>Actual</b>	2	3	4	--	--

Performance for this measure is reported by state fiscal year.

### *Local Pension Plan Funding*

The Division of Municipal Finance provides assistance to the Pension Study Commission and also to municipalities with locally administered pension plans. As defined by RI General Laws § 45-65-4, a plan that is less than 60 percent funded is deemed to be in critical status. The Division's goal is to assist the communities in achieving greater than 60 percent funded status for their plans. The figures below represent the percentage of locally administered plans with a funded status of 60 percent or greater.

	2012	2013	2014	2015	2016
<b>Target</b>	--	35%	32%	35%	38%
<b>Actual</b>	--	41.2%	32.4%	--	--

Performance for this measure is reported by state fiscal year.

# The Program

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## Department Of Revenue Taxation

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### **Program Mission**

The Division of Taxation's mission is to foster voluntary compliance with the Rhode Island tax laws and instill public confidence through professional, impartial, and ethical conduct. The Division administers and collects all taxes as required by Rhode Island law in the most efficient and cost effective manner, and assists taxpayers by helping them understand and meet their tax responsibilities.

### **Program Description**

The Office of Tax Administrator is responsible for providing the overall guidance and direction of the Division of Taxation. The Office oversees the operations of the Division and is directly responsible for overseeing the appeals process, legislative tracking and legislative testimony, tax credit administration, forms management, website maintenance, and overseeing the voluntary disclosure program.

The Tax Processing section is responsible for the management and security of all processing operations in the Division. The unit performs all activities relating to the receipt of cash payments and the processing of tax returns. It also registers taxpayers, records tax accounts, and develops and implements forms necessary to collect all the taxes administered.

The Compliance and Collections section's primary function is to maintain the integrity of the Rhode Island tax system through the collection of delinquent taxes and tax returns from individuals and businesses. This unit is responsible for compliance, collection and, if necessary, enforcement actions to collect all taxes administered by the Division.

The Field Audit section is responsible for conducting comprehensive tax audits of the accounting and related records of individuals, partnerships, and corporate business organizations to determine their proper tax liability under State tax laws. The Field Audit section workload is divided into specialty audits and routine audits conducted in-state and out-of-state.

The Office of Assessment and Review is responsible for the review and audit of tax returns received by the Division. It is also responsible for the maintenance of the Division's rules and regulations as well as educating taxpayers.

The Employer Tax section operates the State's Unemployment Insurance (UI), Temporary Disability Insurance (TDI) and Job Development Fund (JDF) tax receipt programs.

### **Statutory History**

R.I. Gen. Laws § 42-142 establishes the Division of Taxation within the Department of Revenue.

# The Budget

## Department Of Revenue Taxation

	2013 Audited	2014 Audited	2015 Enacted	2015 Revised	2016 Recommend
<b>Expenditures By Subprogram</b>					
Tax Administrator	667,453	1,000,757	1,678,213	1,508,376	1,799,756
Tax Processing Division	4,473,130	4,080,605	4,514,851	4,241,028	4,333,984
Compliance and Collection	3,072,663	3,188,599	3,820,069	3,668,576	3,914,927
Field Audit	6,152,619	6,080,155	6,059,577	6,534,414	6,436,680
Assessment and Review	3,138,266	3,048,410	2,900,866	3,012,890	3,256,650
Employer Tax	2,969,403	2,919,100	3,124,994	2,991,285	3,077,936
<b>Total Expenditures</b>	<b>\$20,473,534</b>	<b>\$20,317,626</b>	<b>\$22,098,570</b>	<b>\$21,956,569</b>	<b>\$22,819,933</b>
<b>Expenditures By Object</b>					
Personnel	18,438,577	18,511,812	20,044,206	20,066,235	20,895,081
Operating Supplies and Expenses	1,996,941	1,782,246	2,004,791	1,855,061	1,889,579
Assistance and Grants	2,139	1,366	1,273	1,273	1,273
<b>Subtotal: Operating Expenditures</b>	<b>20,437,657</b>	<b>20,295,424</b>	<b>22,050,270</b>	<b>21,922,569</b>	<b>22,785,933</b>
Capital Purchases and Equipment	35,877	22,202	48,300	34,000	34,000
<b>Total Expenditures</b>	<b>\$20,473,534</b>	<b>\$20,317,626</b>	<b>\$22,098,570</b>	<b>\$21,956,569</b>	<b>\$22,819,933</b>
<b>Expenditures By Funds</b>					
General Revenue	17,479,762	17,359,088	18,930,344	18,369,136	19,725,849
Federal Funds	1,223,168	1,201,828	1,294,330	1,812,428	1,267,991
Restricted Receipts	851,141	832,714	878,210	852,657	877,550
Other Funds	919,463	923,996	995,686	922,348	948,543
<b>Total Expenditures</b>	<b>\$20,473,534</b>	<b>\$20,317,626</b>	<b>\$22,098,570</b>	<b>\$21,956,569</b>	<b>\$22,819,933</b>

# Personnel

## Department Of Revenue Taxation

	Grade	FY 2015		FY 2016	
		FTE	Cost	FTE	Cost
<b>Classified</b>					
EXECUTIVE DIRECTOR (DOA)/TAX	00150A	1.0	151,758	1.0	158,981
ASSOCIATE DIRECTOR, REVENUE SERVICES	00144A	1.0	100,843	1.0	105,505
CHIEF OF EXAMINATION (TAXATION)	00142A	1.0	126,898	1.0	129,436
CHIEF OF TAX PROCESSING SERVICES	00140A	2.0	211,115	2.0	221,068
CHIEF COMPLIANCE AND COLLECTIONS	00140A	1.0	102,419	1.0	104,467
CHIEF REVENUE AGENT	00138A	9.0	860,848	9.0	883,611
CHIEF ESTATE AND GIFT TAXES	00138A	1.0	84,446	1.0	89,771
SUPERVISING REVENUE OFFICER	00831A	6.0	469,322	6.0	478,707
PRINCIPAL REVENUE AGENT	00831A <sup>1</sup>	16.0	1,194,256	17.0	1,292,052
REVENUE ANALYST	00328A	1.0	73,092	1.0	74,554
SENIOR LEGAL COUNSEL	00134A	1.0	68,605	1.0	72,539
CHIEF IMPLEMENTATION AIDE	00128A	1.0	67,706	1.0	69,061
SENIOR REVENUE AGENT	00328A	29.0	1,979,943	29.0	2,019,547
SPECIAL INVESTIGATION UNIT SUPERVISOR	00128A	1.0	66,509	1.0	67,838
LEGAL OFFICER (TAXATION)	00133A	1.0	66,095	1.0	69,879
REVENUE OFFICER SPECIAL INVESTIGATIONS	00324A	7.0	414,514	7.0	422,806
OFFICE MANAGER	00323A	1.0	59,096	1.0	60,279
TAXPAYER SERVICE SPECIALIST	00323A	6.0	333,797	6.0	343,996
SUPERVISING PREAUDIT CLERK	00321A	1.0	54,702	1.0	55,796
REVENUE AGENT II	00326A	19.0	1,006,921	19.0	1,052,590
TAX EXAMINER (DOA)	00321A	6.0	304,330	6.0	311,714
DATA ENTRY UNIT SUPERVISOR	00B21A	1.0	49,595	1.0	52,803
TRAINING SUPERVISOR	00326A	1.0	49,333	1.0	51,929
REVENUE OFFICER	00321A	7.0	339,385	7.0	347,505
TAXPAYER ASSISTANCE REPRESENTATIVE	00318A	2.0	93,910	2.0	96,422
REVENUE AGENT I	00324A <sup>2</sup>	18.0	833,760	20.0	964,364
TAX AIDE II	00318A	22.0	1,014,647	22.0	1,038,070
IMPLEMENTATION AIDE	00122A	2.0	89,427	2.0	93,747
REVENUE OFFICER II	00322A	5.0	221,301	5.0	232,946
TAX INVESTIGATOR	00320A	4.0	171,452	4.0	179,471
STOREKEEPER	00315A	1.0	42,567	1.0	43,419
TAX AIDE I	00316A	18.0	733,649	18.0	753,134
REVENUE OFFICER I	00320A	20.0	807,090	20.0	832,492
FISCAL CLERK	00314A	1.0	36,030	1.0	37,410
DATA ENTRY OPERATOR	00310A	2.0	68,955	2.0	70,839
SENIOR CLERK-TYPIST	00309A	2.0	64,160	2.0	65,760
DATABASE ADMINISTRATOR ADABAS/NATURAL	00135A	1.0	70,297	1.0	72,868
EMPLOYER REGISTRATION SUPERVISOR	03326A	0.4	19,810	0.4	20,515
EMPLOYER REGISTRATION SUPERVISOR	00326A	0.6	28,460	0.6	29,472
WORD PROCESSING TYPIST	00310A	2.0	65,052	2.0	66,082
<b>Subtotal</b>		<b>222.0</b>	<b>\$12,596,095</b>	<b>225.0</b>	<b>\$13,133,445</b>

# Personnel

## Department Of Revenue Taxation

	Grade	FY 2015		FY 2016	
		FTE	Cost	FTE	Cost
Overtime		-	145,500	-	152,791
Temporary and Seasonal		-	151,382	-	159,840
Turnover		-	(1,028,514)	-	(756,455)
<b>Subtotal</b>		-	<b>(\$731,632)</b>	-	<b>(\$443,824)</b>
<b>Total Salaries</b>		<b>222.0</b>	<b>\$11,864,463</b>	<b>225.0</b>	<b>\$12,689,621</b>
<b>Benefits</b>					
Payroll Accrual			66,164		70,602
FICA			905,627		968,344
Retiree Health			794,892		756,704
Health Benefits			2,458,030		2,810,658
Retirement			2,814,399		3,049,698
<b>Subtotal</b>			<b>\$7,039,112</b>		<b>\$7,656,006</b>
<b>Total Salaries and Benefits</b>		<b>222.0</b>	<b>\$18,903,575</b>	<b>225.0</b>	<b>\$20,345,627</b>
<b>Cost Per FTE Position (Excluding Temporary and Seasonal)</b>			<b>\$84,469</b>		<b>\$89,715</b>
<b>Statewide Benefit Assessment</b>			<b>\$497,410</b>		<b>\$532,204</b>
<b>Payroll Costs</b>		<b>222.0</b>	<b>\$19,400,985</b>	<b>225.0</b>	<b>\$20,877,831</b>
<b>Purchased Services</b>					
Clerical and Temporary Services			2,000		2,000
Management & Consultant Services			648,000		-
Other Contracts			15,250		15,250
<b>Subtotal</b>			<b>\$665,250</b>		<b>\$17,250</b>
<b>Total Personnel</b>		<b>222.0</b>	<b>\$20,066,235</b>	<b>225.0</b>	<b>\$20,895,081</b>
<b>Distribution By Source Of Funds</b>					
General Revenue		187.0	\$16,547,702	190.0	\$17,875,516
Federal Funds		14.4	\$1,779,347	14.4	\$1,232,604
Restricted Receipts		10.1	\$839,601	10.1	\$862,880
Other Funds		10.6	\$899,585	10.6	\$924,081
<b>Total All Funds</b>		<b>222.0</b>	<b>\$20,066,235</b>	<b>225.0</b>	<b>\$20,895,081</b>

1 For FY 2016, includes 1.0 new Principal Revenue Agent.

2 For FY 2016, includes 2.0 new Revenue Agent I positions.



# Performance Measures

## Department Of Revenue Taxation

### *Personal Income Tax Returns Filed Electronically*

The Division of Taxation participates in the federal/state electronic filing program (E-File), and the number of E-Filed returns has increased each year the program has been in operation. E-Filed returns benefit both the state and the taxpayers. The state saves money on processing paper returns while taxpayers receive their refunds faster. The figures below represent the percentage of personal income tax returns filed electronically. The Division of Taxation's 2016 performance targets are currently under development.

	2012	2013	2014	2015	2016
<b>Target</b>	70%	78.5%	80%	81.1%	--
<b>Actual</b>	75.7%	78.1%	80.6%	--	--

Performance for this measure is reported by calendar year.

### *Timeliness of Tax Refunds*

Under Rhode Island General Laws § 44-30-88(c), the Division of Taxation is required to mail individual tax refunds within 90 days of due date. If the refund is not mailed within 90 days, the state must pay interest on the refund owed. Taxation has set a higher goal of sending refunds within 30 days. The data below represent the percentage of refunds mailed within 30 days.

	2012	2013	2014	2015	2016
<b>Target</b>	100%	100%	97%	97%	--
<b>Actual</b>	98.4%	96.1%	96.5%	--	--

Performance for this measure is reported by calendar year.

### *Refund Offset Collections*

The Division of Taxation and various state agencies participate in a refund offset program. This program allows Taxation to offset personal income tax refunds to satisfy debts owed to other state agencies. This collection tool is low-cost and high-return for the participating agencies. The figures below represent the amount of reclaimed refund offset dollars.

	2012	2013	2014	2015	2016
<b>Target</b>	--	\$8,000,000	\$8,400,000	\$9,000,000	--
<b>Actual</b>	\$7,670,840	\$7,484,328	\$8,862,072	--	--

Performance for this measure is reported by calendar year.

### *Refund Offset Program - Number of Offsets*

The figures below represent the total number of refund offsets conducted.

	2012	2013	2014	2015	2016
<b>Target</b>	--	22,500	22,500	25,500	--
<b>Actual</b>	23,039	21,810	24,966	--	--

Performance for this measure is reported by calendar year.

# The Program

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## Department Of Revenue Registry of Motor Vehicles

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### **Program Mission**

The Division of Motor Vehicles is responsible for administering and enforcing all laws pertaining to the operation and registration of motor vehicles. It is committed to providing excellent customer service with integrity and transparency.

### **Program Description**

The Division of Motor Vehicles (DMV), also known as the “Registry of Motor Vehicles,” is responsible for administering and enforcing all laws pertaining to the operation and registration of motor vehicles and the issuance of licenses. It is responsible for the enforcement of all laws relating to the issuance, suspension, and revocation of motor vehicle registrations and licenses. It is responsible for administering the inspection of motor vehicles and the study of motor vehicle accidents.

### **Statutory History**

R.I. Gen. Laws § 42-142 entitled “Department of Revenue” establishes the Registry of Motor Vehicles as a division within the Department of Revenue.

# The Budget

## Department Of Revenue Registry of Motor Vehicles

	2013 Audited	2014 Audited	2015 Enacted	2015 Revised	2016 Recommend
<b>Expenditures By Subprogram</b>					
Registry of Motor Vehicles	18,266,854	18,843,955	24,816,729	22,313,414	21,435,644
Vehicle Value Commission	7,647	29,532	29,526	29,526	29,526
<b>Total Expenditures</b>	<b>\$18,274,501</b>	<b>\$18,873,487</b>	<b>\$24,846,255</b>	<b>\$22,342,940</b>	<b>\$21,465,170</b>
<b>Expenditures By Object</b>					
Personnel	12,740,709	13,206,557	15,755,411	15,190,436	14,311,719
Operating Supplies and Expenses	4,932,540	5,009,966	5,642,539	5,099,578	4,538,828
Assistance and Grants	2,324	2,247	2,650	2,650	2,650
<b>Subtotal: Operating Expenditures</b>	<b>17,675,573</b>	<b>18,218,770</b>	<b>21,400,600</b>	<b>20,292,664</b>	<b>18,853,197</b>
Capital Purchases and Equipment	535,892	588,780	3,382,655	1,984,159	2,543,872
Operating Transfers	63,036	65,937	63,000	66,117	68,101
<b>Total Expenditures</b>	<b>\$18,274,501</b>	<b>\$18,873,487</b>	<b>\$24,846,255</b>	<b>\$22,342,940</b>	<b>\$21,465,170</b>
<b>Expenditures By Funds</b>					
General Revenue	17,441,705	18,399,937	18,826,844	18,669,439	19,323,244
Federal Funds	728,444	453,987	3,818,815	2,879,738	47,163
Restricted Receipts	3,750	14,763	2,200,596	534,763	2,094,763
Operating Transfers from Other Funds	100,602	4,800	-	259,000	-
<b>Total Expenditures</b>	<b>\$18,274,501</b>	<b>\$18,873,487</b>	<b>\$24,846,255</b>	<b>\$22,342,940</b>	<b>\$21,465,170</b>

# Personnel

## Department Of Revenue Registry of Motor Vehicles

	Grade	FY 2015		FY 2016	
		FTE	Cost	FTE	Cost
<b>Classified</b>					
ASSISTANT MOTOR VEHICLES ADMINISTRATOR	00140A	1.0	117,309	1.0	119,655
ASSOCIATE DIRECTOR REVENUE SERVICE (MOTOR	00144A	1.0	116,949	1.0	122,347
ASSISTANT MOTOR VEHICLES ADMINISTRATOR	00140A	1.0	110,036	1.0	112,236
CHIEF PROGRAM DEVELOPMENT	00134A	1.0	92,034	1.0	93,875
DEPUTY MOTOR VEHICLES ADMINISTRATOR	00139A	1.0	91,043	1.0	92,864
ADMINISTRATOR, FINANCIAL MANAGEMENT	00137A	1.0	89,339	1.0	91,125
COORDINATOR, MOTOR CARRIER & SCHOOL BUS	00133A	1.0	84,553	1.0	86,244
CHIEF OF MOTOR VEHICLE SUPPORT SERVICES	00134A	1.0	84,515	1.0	89,733
CHIEF OFFICE OF ENFORCEMENT AND	00137A	1.0	76,415	1.0	80,791
CHIEF OF MOTOR VEHICLE OPERATOR CONTROL	00135A	1.0	74,423	1.0	79,669
CHIEF, DIVISION OF SAFETY RESPONSIBILITY	03331A	1.0	74,358	1.0	79,150
SUPERVISOR COMPUTER OPERATIONS	03328A	1.0	71,180	1.0	72,603
CHIEF MOTOR VEHICLE SAFETY AND EMISSION	00135A	1.0	70,846	1.0	72,263
SENIOR COMMUNITY DEVELOPMENT TRAINING	00326A	1.0	65,164	1.0	66,467
CHIEF IMPLEMENTATION AIDE	00128A	3.0	192,051	3.0	197,872
CHIEF IMPLEMENTATION AIDE	03328A	1.0	61,054	1.0	62,275
MOTOR VEHICLE APPEALS OFFICER	00324A	10.0	593,659	10.0	609,190
ASSISTANT ADMINISTRATIVE OFFICER	00121A	1.0	55,981	1.0	57,100
SUPERVISOR, MOTOR VEHICLE CUSTOMER	03324A	2.0	109,360	2.0	111,548
LICENSE INVESTIGATOR	00322A	2.0	104,870	2.0	108,293
MOTOR VEHICLE INVESTIGATOR	00320A	4.0	209,425	4.0	215,361
ADMINISTRATIVE OFFICER	00124A	1.0	51,571	1.0	52,603
EXECUTIVE ASSISTANT	00118A	1.0	49,083	1.0	50,063
INTERPRETING INTERVIEWER (SPANISH)	00319A	2.0	96,355	2.0	99,408
FISCAL MANAGEMENT OFFICER	03326A	1.0	47,921	1.0	50,447
SUPERVISOR OF BRANCH OFFICE SERVICES	03322A	9.0	429,626	9.0	442,542
ASSISTANT CHIEF MOTOR VEHICLE SAF. & EMIS.	00125A	2.0	94,106	2.0	99,266
SENIOR TELLER	00318A	4.0	184,861	4.0	188,557
SENIOR RESEARCH TECHNICIAN	00123A	1.0	45,262	1.0	47,495
AUTOMOTIVE AND EMISSION CONTROL	00317A	3.0	134,248	3.0	136,932
TELLER	00315A	1.0	44,502	1.0	45,392
DATA CONTROL CLERK	00315A	3.0	132,738	3.0	135,394
CUSTOMER SERVICE REPRESENTATIVE II (DMV)	00318A	40.0	1,758,098	40.0	1,807,341
AUTOMOTIVE SERVICE SPECIALIST	00318A	4.0	174,362	4.0	177,845
STOREKEEPER	00315A	1.0	40,965	1.0	42,669
PRINCIPAL CLERK-STENOGRAPHER	00313A	2.0	81,766	2.0	83,402
MOTOR VEHICLE OPERATOR EXAMINER	00316A	10.0	408,175	10.0	419,165
INFORMATION AIDE	00315A	2.0	80,789	2.0	83,113
LICENSING AIDE	00315A	2.0	80,341	2.0	83,828
PRINCIPAL CLERK-TYPIST	00312A	2.0	76,158	2.0	78,281
CUSTOMER SERVICE REPRESENTATIVE I (DMV)	00315A <sup>3</sup>	31.0	1,179,205	37.5	1,463,989
SENIOR CLERK-TYPIST	00309A	1.0	37,408	1.0	38,156
SENIOR WORD PROCESSING TYPIST	00312A	3.0	111,482	3.0	116,005
TELEPHONE OPERATOR	00310A	2.0	73,832	2.0	75,796
INTERPRETER (SPANISH)	00316A	1.0	36,743	1.0	38,210

# Personnel

## Department Of Revenue Registry of Motor Vehicles

	Grade	FY 2015		FY 2016	
		FTE	Cost	FTE	Cost
PRINCIPAL CLERK	00312A	2.0	71,773	2.0	73,821
STORES CLERK	00309A	1.0	35,708	1.0	36,422
DATA ENTRY OPERATOR	00310A	1.0	32,614	1.0	33,772
<b>Subtotal</b>		<b>170.0</b>	<b>\$8,134,256</b>	<b>176.5</b>	<b>\$8,620,575</b>
Overtime		-	300,000	-	287,571
Turnover		-	(341,018)	-	(390,593)
<b>Subtotal</b>		<b>-</b>	<b>(\$41,018)</b>	<b>-</b>	<b>(\$103,022)</b>
<b>Total Salaries</b>		<b>170.0</b>	<b>\$8,093,238</b>	<b>176.5</b>	<b>\$8,517,553</b>
<b>Benefits</b>					
Payroll Accrual			44,671		46,591
Holiday			6,000		6,000
FICA			619,593		662,561
Retiree Health			539,646		493,518
Health Benefits			1,855,727		2,037,122
Retirement			1,921,098		1,996,570
<b>Subtotal</b>			<b>\$4,986,735</b>		<b>\$5,242,362</b>
<b>Total Salaries and Benefits</b>		<b>170.0</b>	<b>\$13,079,973</b>	<b>176.5</b>	<b>\$13,759,915</b>
<b>Cost Per FTE Position (Excluding Temporary and Seasonal)</b>			<b>\$76,941</b>		<b>\$77,955</b>
<b>Statewide Benefit Assessment</b>			<b>\$335,115</b>		<b>\$343,924</b>
<b>Payroll Costs</b>		<b>170.0</b>	<b>\$13,415,088</b>	<b>176.5</b>	<b>\$14,103,839</b>
<b>Purchased Services</b>					
Information Technology			1,535,518		-
Other Contracts			192,280		195,280
Buildings and Ground Maintenance			12,600		12,600
Training and Educational Services			34,950		-
<b>Subtotal</b>			<b>\$1,775,348</b>		<b>\$207,880</b>
<b>Total Personnel</b>		<b>170.0</b>	<b>\$15,190,436</b>	<b>176.5</b>	<b>\$14,311,719</b>
<b>Distribution By Source Of Funds</b>					
General Revenue		169.3	\$13,573,789	175.9	\$14,264,556
Federal Funds		0.7	\$1,616,647	0.7	\$47,163
<b>Total All Funds</b>		<b>170.0</b>	<b>\$15,190,436</b>	<b>176.5</b>	<b>\$14,311,719</b>

<sup>3</sup> For FY 2016, includes 12.0 new Part-time CSR positions (6.5 FTE).

# Performance Measures

## Department Of Revenue Registry of Motor Vehicles

### *Wait Time - License*

The Rhode Island Division of Motor Vehicles (DMV) tracks transaction wait times to examine operational efficiency. DMV uses the indicators to recommend process adjustments to improve customer experience. License transactions include new driver's licenses, identification cards, and out-of-state transfers. The figures below represent the average wait time for license transactions at DMV's Cranston headquarters.

	2012	2013	2014	2015	2016
<b>Target</b>	--	20 Minutes	20 Minutes	20 Minutes	20 Minutes
<b>Actual</b>	70 Minutes	37 Minutes	53 Minutes	--	--

Performance for this measure is reported by state fiscal year.

### *Wait Time - Registration*

Registration transactions include new and transfer registration, re-registration, and surviving spouse vehicle registration. The figures below represent the average wait time for vehicle registration transactions at the DMV's Cranston headquarters.

	2012	2013	2014	2015	2016
<b>Target</b>	--	20 Minutes	20 Minutes	20 Minutes	20 Minutes
<b>Actual</b>	70 Minutes	56 Minutes	66 Minutes	--	--

Performance for this measure is reported by state fiscal year.

### *Wait Time - Commercial Driver's License*

Commercial Driver's License (CDL) transactions include the issuance of new and renewal commercial driver's licenses. The figures below represent the average wait time for CDL transactions at the DMV's Cranston headquarters.

	2012	2013	2014	2015	2016
<b>Target</b>	--	30 Minutes	30 Minutes	20 Minutes	20 Minutes
<b>Actual</b>	36 Minutes	34 Minutes	35 Minutes	--	--

Performance for this measure is reported by state fiscal year.

### *Blue Return Tickets*

Customers who wait in line but are unable to complete their transaction at the time of service are given a return ticket, known as a "Blue Ticket." The DMV is working to reduce the number of Blue Tickets distributed by better communicating what documentation customers need to complete their transaction. The figures below represent the number of blue ticket transactions at the DMV's Cranston headquarters.

	2012	2013	2014	2015	2016
<b>Target</b>	--	33,000	30,000	30,000	30,000
<b>Actual</b>	33,191	34,168	32,082	--	--

Performance for this measure is reported by state fiscal year.

# The Program

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## Department Of Revenue State Aid

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### Program Mission

The Division of Municipal Finance annually calculates and distributes State Aid to qualifying cities and towns. The Executive Summary and Technical Appendix include the distributions of State Aid to individual cities and towns.

### Program Description

For the purposes of budget presentation, State Aid programs are separated from the Division of Municipal Finance's budget. Below is a summary of all appropriated State Aid programs. It should be noted that State Library Aid is appropriated under the Department of Administration.

The Payment-in-Lieu-of-Taxes (PILOT) program reimburses communities for up to 27.0 percent of what they would have collected in property taxes from certain designated tax exempt property (subject to appropriation). The FY 2015 revised budget is funded at \$40.1 million, while the FY 2016 proposed budget is funded at \$35.1 million. This represents a reimbursement rate of 20.75 percent in FY 2016. Data used to determine distribution amounts is updated annually to reflect the most recent data.

The Distressed Communities Relief Fund provides state assistance to municipalities with the highest property tax burdens relative to the wealth of taxpayers. Municipalities are eligible that meet the statutorily determined distressed test in three of four categories. The program is level funded at \$10.4 million in FY 2015 revised and FY 2016 proposed.

Municipal Incentive Aid is a new category of state assistance with the purpose of encouraging municipalities to improve the sustainability of their retirement plans and to reduce unfunded liabilities. Each municipality with a pension fund deemed "critical" must submit a Funding Improvement Plan under RIGL45-13.2. The aid is provided at \$5.0 million for FY 2015 and FY 2016.

The FY 2016 budget continues to provide funding for the Property Valuation Statistical Update Program, which reimburses cities and towns for legislatively mandated property valuation statistical updates on a per parcel basis. Funding for FY 2015 revised is estimated at \$696,500. The projected FY 2016 funding is \$1.8 million for estimated actual cost of reimbursement based on similar communities.

The 1998 General Assembly enacted the Motor Vehicle Excise Tax Phase-Out legislation to phase out the excise tax on motor vehicles and trailers over an original seven year period. There have been various legislative changes to the legislation since its inception. Total funding enacted in FY 2015 revised and FY 2016 proposed to support this program is \$10.0 million. Data used to determine distribution amounts for FY 2016 is an estimate and is subject to change once finalized December 31, 2014 motor vehicle tax rolls are received.

### Statutory History

The State Aid Program was transferred from the Department of Administration as part of the FY 2012 Budget.

# The Budget

## Department Of Revenue State Aid

	2013 Audited	2014 Audited	2015 Enacted	2015 Revised	2016 Recommend
<b>Expenditures By Subprogram</b>					
State Aid	57,248,352	61,583,867	67,020,089	67,249,646	63,165,640
<b>Total Expenditures</b>	<b>\$57,248,352</b>	<b>\$61,583,867</b>	<b>\$67,020,089</b>	<b>\$67,249,646</b>	<b>\$63,165,640</b>
<b>Expenditures By Object</b>					
Aid to Local Units of Government	57,248,352	61,583,867	67,020,089	67,249,646	63,165,640
<b>Subtotal: Operating Expenditures</b>	<b>57,248,352</b>	<b>61,583,867</b>	<b>67,020,089</b>	<b>67,249,646</b>	<b>63,165,640</b>
<b>Total Expenditures</b>	<b>\$57,248,352</b>	<b>\$61,583,867</b>	<b>\$67,020,089</b>	<b>\$67,249,646</b>	<b>\$63,165,640</b>
<b>Expenditures By Funds</b>					
General Revenue	56,373,024	60,735,243	66,098,076	66,327,633	62,243,627
Restricted Receipts	875,328	848,624	922,013	922,013	922,013
<b>Total Expenditures</b>	<b>\$57,248,352</b>	<b>\$61,583,867</b>	<b>\$67,020,089</b>	<b>\$67,249,646</b>	<b>\$63,165,640</b>



# Agency

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## Executive Office Of Commerce

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### Agency Mission

The Executive Office of Commerce is authorized and established as the State's lead agency for economic development throughout Rhode Island for the following purposes:

To promote and encourage the preservation, expansion, and sound development of new and existing industry, business, commerce, agriculture, tourism, and recreational facilities in the State.

To create opportunities for economic stability and employment through a business climate that fosters opportunity for all Rhode Islanders.

### Agency Description

The Executive Office of Commerce serves as the principal agency of the executive branch of State government for managing the promotion of commerce and the economy within the State. The Secretary of Commerce, appointed by the Governor with the advice and consent of the Senate, oversees the Executive Office of Commerce. The Secretary is charged with coordinating a cohesive direction of the State's economic development activities. The agency operates the following functions:

Department of Business Regulation

Housing and Community Development (formerly Department of Administration's responsibility)

Rhode Island Television and Film Office (formerly Department of Administration's responsibility)

Rhode Island Commerce Corporation (and all pass-through grant appropriations)

I-195 Redevelopment District Commission

Economic Development Initiatives Fund

Other special legislative programs and initiatives

### Statutory History

The Executive Office of Commerce was created by the 2013 General Assembly for the purpose of developing an integrated system of economic development activities. RIGL 42-64.19 establishes the Executive Office of Commerce.

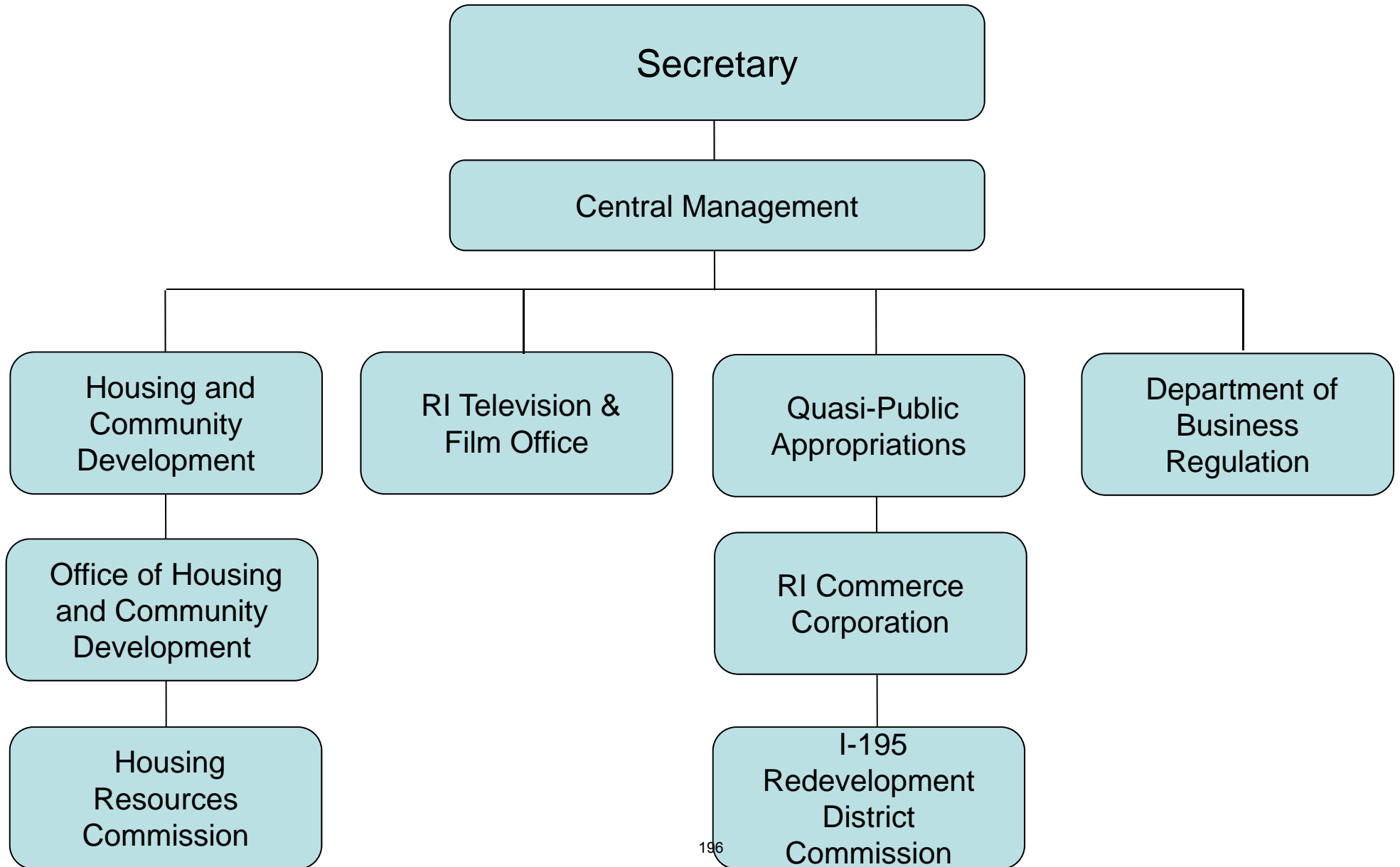
# Budget

## Executive Office Of Commerce

	FY 2013 Audited	FY 2014 Audited	FY 2015 Enacted	FY 2015 Revised	FY 2016 Recommend
<b>Expenditures By Program</b>					
Central Management	-	-	-	335,644	956,254
Housing and Community Development	-	-	-	-	14,376,885
RI Film & Television Office	-	-	-	-	325,291
Quasi-Public Appropriations	-	-	-	-	16,204,064
Economic Development Initiatives Fund	-	-	-	-	44,458,000
<b>Total Expenditures</b>	-	-	-	<b>\$335,644</b>	<b>\$76,320,494</b>
<b>Expenditures By Object</b>					
Personnel	-	-	-	315,644	2,433,802
Operating Supplies and Expenses	-	-	-	15,000	127,649
Assistance and Grants	-	-	-	-	14,839,329
<b>Subtotal: Operating Expenditures</b>	-	-	-	<b>330,644</b>	<b>17,400,780</b>
Capital Purchases and Equipment	-	-	-	5,000	305,000
Operating Transfers	-	-	-	-	58,614,714
<b>Total Expenditures</b>	-	-	-	<b>\$335,644</b>	<b>\$76,320,494</b>
<b>Expenditures By Funds</b>					
General Revenue	-	-	-	335,644	62,236,691
Federal Funds	-	-	-	-	10,983,803
Restricted Receipts	-	-	-	-	2,800,000
Operating Transfers from Other Funds	-	-	-	-	300,000
<b>Total Expenditures</b>	-	-	-	<b>\$335,644</b>	<b>\$76,320,494</b>
<b>FTE Authorization</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>

# The Agency

Executive Office of Commerce (FY 2016)



# Personnel

## Executive Office Of Commerce Agency Summary

	Grade	FY 2015		FY 2016	
		FTE	Cost	FTE	Cost
Classified		1.0	60,777	12.0	829,883
Unclassified		4.0	511,990	6.6	715,845
<b>Subtotal</b>		<b>5.0</b>	<b>\$572,767</b>	<b>18.6</b>	<b>\$1,545,728</b>
Interdepartmental Transfer		-	-	-	26,478
Turnover		-	(\$369,964)	-	-
<b>Subtotal</b>		<b>-</b>	<b>(\$369,964)</b>	<b>-</b>	<b>\$26,478</b>
<b>Total Salaries</b>		<b>5.0</b>	<b>\$202,803</b>	<b>18.6</b>	<b>\$1,572,206</b>
<b>Benefits</b>					
Payroll Accrual			1,151		8,949
FICA			13,253		115,187
Retiree Health			13,689		94,334
Health Benefits			26,686		185,493
Retirement			49,342		390,026
<b>Subtotal</b>			<b>\$104,121</b>		<b>\$793,989</b>
<b>Total Salaries and Benefits</b>		<b>5.0</b>	<b>\$306,924</b>	<b>18.6</b>	<b>\$2,366,195</b>
<b>Cost Per FTE Position (Excluding Temporary and Seasonal)</b>			<b>\$61,385</b>		<b>\$127,215</b>
<b>Statewide Benefit Assessment</b>			<b>\$8,720</b>		<b>\$67,607</b>
<b>Payroll Costs</b>		<b>5.0</b>	<b>\$315,644</b>	<b>18.6</b>	<b>\$2,433,802</b>
<b>Total Personnel</b>		<b>5.0</b>	<b>\$315,644</b>	<b>18.6</b>	<b>\$2,433,802</b>
<b>Distribution By Source Of Funds</b>					
General Revenue		5.0	\$315,644	12.8	\$1,778,931
Federal Funds		-	-	5.8	\$654,871
<b>Total All Funds</b>		<b>5.0</b>	<b>\$315,644</b>	<b>18.6</b>	<b>\$2,433,802</b>

# The Program

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## Executive Office Of Commerce Central Management

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### **Program Mission**

To coordinate the administration and financing of the functions within the Executive Office of Commerce.

### **Program Description**

The Central Management function of the Executive Office of Commerce is overseen by Secretary of Commerce. This unit oversees the various functions of the Executive Office of Commerce and is responsible for the strategic planning, administration, and financing of the agency.

### **Statutory History**

The Executive Office of Commerce was created by the 2013 General Assembly for the purpose of developing an integrated system of economic development activities. RIGL 42-64.19 establishes the Executive Office of Commerce.

# The Budget

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## Executive Office Of Commerce Central Management

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	2013 Audited	2014 Audited	2015 Enacted	2015 Revised	2016 Recommend
<b>Expenditures By Subprogram</b>					
Operations	-	-	-	335,644	956,254
<b>Total Expenditures</b>	-	-	-	<b>\$335,644</b>	<b>\$956,254</b>
<b>Expenditures By Object</b>					
Personnel	-	-	-	315,644	900,254
Operating Supplies and Expenses	-	-	-	15,000	51,000
<b>Subtotal: Operating Expenditures</b>	-	-	-	<b>330,644</b>	<b>951,254</b>
Capital Purchases and Equipment	-	-	-	5,000	5,000
<b>Total Expenditures</b>	-	-	-	<b>\$335,644</b>	<b>\$956,254</b>
<b>Expenditures By Funds</b>					
General Revenue	-	-	-	335,644	956,254
<b>Total Expenditures</b>	-	-	-	<b>\$335,644</b>	<b>\$956,254</b>

# Personnel

## Executive Office Of Commerce Central Management

	Grade	FY 2015		FY 2016	
		FTE	Cost	FTE	Cost
<b>Classified</b>					
CHIEF IMPLEMENTATION AIDE	00128A	1.0	60,777	1.0	61,993
<b>Subtotal</b>		<b>1.0</b>	<b>\$60,777</b>	<b>1.0</b>	<b>\$61,993</b>
<b>Unclassified</b>					
SECRETARY OF COMMERCE	00856A	1.0	195,000	1.0	198,900
DEPUTY DIRECTOR	00148A	1.0	128,821	1.0	131,397
CHIEF STRATEGIC PLANNING MONITORING AND	00143A	1.0	110,167	1.0	112,370
DIRECTOR OF COMMUNICATIONS (SOS)	00138A	1.0	78,002	1.0	79,562
<b>Subtotal</b>		<b>4.0</b>	<b>\$511,990</b>	<b>4.0</b>	<b>\$522,229</b>
Turnover		-	(369,964)	-	-
<b>Subtotal</b>		-	<b>(\$369,964)</b>	-	-
<b>Total Salaries</b>		<b>5.0</b>	<b>\$202,803</b>	<b>5.0</b>	<b>\$584,222</b>
<b>Benefits</b>					
Payroll Accrual			1,151		3,313
FICA			13,253		39,603
Retiree Health			13,689		35,054
Health Benefits			26,686		68,988
Retirement			49,342		143,952
<b>Subtotal</b>			<b>\$104,121</b>		<b>\$290,910</b>
<b>Total Salaries and Benefits</b>		<b>5.0</b>	<b>\$306,924</b>	<b>5.0</b>	<b>\$875,132</b>
<b>Cost Per FTE Position (Excluding Temporary and Seasonal)</b>			<b>\$61,385</b>		<b>\$175,026</b>
<b>Statewide Benefit Assessment</b>			<b>\$8,720</b>		<b>\$25,122</b>
<b>Payroll Costs</b>		<b>5.0</b>	<b>\$315,644</b>	<b>5.0</b>	<b>\$900,254</b>
<b>Total Personnel</b>		<b>5.0</b>	<b>\$315,644</b>	<b>5.0</b>	<b>\$900,254</b>
<b>Distribution By Source Of Funds</b>					
General Revenue		5.0	\$315,644	5.0	\$900,254
<b>Total All Funds</b>		<b>5.0</b>	<b>\$315,644</b>	<b>5.0</b>	<b>\$900,254</b>

# The Program

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## Executive Office Of Commerce Housing and Community Development

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### **Program Mission**

To provide financial and operational support for all housing programs administered by the Housing Resources Commission, federal Community Development Block (CDBG) program, and related programs.

To provide opportunities for healthy and affordable housing through production, lead hazard mitigation, and the coordination of the homeless system and implementation of the State's plan to end homelessness.

### **Program Description**

Housing and Community Development is comprised of the Housing Resources Commission (HRC) and the Office of Community Development, which administers the federal Community Development Block (CDBG) Grant and related programs.

The Housing Resources Commission (HRC) is responsible for the disbursement of a new rental assistance program, which will provide housing to homeless individuals and families by non-profit homeless service providers.

Previous to FY 2016, this function was administered by the Division of Planning within the Department of Administration.

### **Statutory History**

RIGL 42-64.19-7(h) transfers the housing and community development functions from the Department of Administration to the Executive Office of Commerce.



# The Budget

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## Executive Office Of Commerce Housing and Community Development

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	2013 Audited	2014 Audited	2015 Enacted	2015 Revised	2016 Recommend
<b>Expenditures By Subprogram</b>					
Housing and Community Development	-	-	-	-	11,576,885
Housing Resources Commission	-	-	-	-	2,800,000
<b>Total Expenditures</b>	-	-	-	-	<b>\$14,376,885</b>
<b>Expenditures By Object</b>					
Personnel	-	-	-	-	1,237,348
Operating Supplies and Expenses	-	-	-	-	47,558
Assistance and Grants	-	-	-	-	13,091,979
<b>Subtotal: Operating Expenditures</b>	-	-	-	-	<b>14,376,885</b>
<b>Total Expenditures</b>	-	-	-	-	<b>\$14,376,885</b>
<b>Expenditures By Funds</b>					
General Revenue	-	-	-	-	593,082
Federal Funds	-	-	-	-	10,983,803
Restricted Receipts	-	-	-	-	2,800,000
<b>Total Expenditures</b>	-	-	-	-	<b>\$14,376,885</b>

# Personnel

## Executive Office Of Commerce Housing and Community Development

	Grade	FY 2015		FY 2016	
		FTE	Cost	FTE	Cost
<b>Classified</b>					
CHIEF OFFICE OF HOUSING AND COMMUNITY	00138A	-	-	1.0	105,470
EXECUTIVE ASSISTANT	00118A	-	-	1.0	39,137
HOUSING COMMISSION COORDINATOR	00128A	-	-	3.0	200,410
PRINCIPAL PLANNER	03529A	-	-	1.0	73,841
PRINCIPAL PLANNER	00829A	-	-	2.0	135,707
PROGRAMMING SERVICES OFFICER	00131A	-	-	2.0	145,700
SUPERVISOR LOCAL GOVERNMENT ASSISTANCE	00133A	-	-	1.0	67,625
<b>Subtotal</b>		-	-	<b>11.0</b>	<b>\$767,890</b>
Interdepartmental Transfer		-	-	-	26,478
<b>Subtotal</b>		-	-	-	<b>\$26,478</b>
<b>Total Salaries</b>		-	-	<b>11.0</b>	<b>\$794,368</b>
<b>Benefits</b>					
Payroll Accrual			-		4,532
FICA			-		60,772
Retiree Health			-		47,662
Health Benefits			-		97,488
Retirement			-		198,367
<b>Subtotal</b>			-		<b>\$408,821</b>
<b>Total Salaries and Benefits</b>		-	-	<b>11.0</b>	<b>\$1,203,189</b>
<b>Cost Per FTE Position (Excluding Temporary and Seasonal)</b>			-		<b>\$109,381</b>
<b>Statewide Benefit Assessment</b>			-		<b>\$34,159</b>
<b>Payroll Costs</b>		-	-	<b>11.0</b>	<b>\$1,237,348</b>
<b>Total Personnel</b>		-	-	<b>11.0</b>	<b>\$1,237,348</b>
<b>Distribution By Source Of Funds</b>					
General Revenue		-	-	5.2	\$582,477
Federal Funds		-	-	5.8	\$654,871
<b>Total All Funds</b>		-	-	<b>11.0</b>	<b>\$1,237,348</b>

# The Program

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Executive Office Of Commerce  
RI Film & Television Office

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## **Program Mission**

To promote attractiveness of the State to national and international film and television productions and to facilitate the economic progress of the State.

## **Program Description**

Motion pictures and television play a significant role in the cultural life of the state. Film and TV has grown during the past several decades into an important art form, and film and TV on the national and international level is a formidable economic engine.

## **Statutory History**

The Rhode Island Film and Television Office was created by RIGL 44-31.2(9).

# The Budget

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## Executive Office Of Commerce RI Film & Television Office

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	2013 Audited	2014 Audited	2015 Enacted	2015 Revised	2016 Recommend
<b>Expenditures By Subprogram</b>					
Operations	-	-	-	-	325,291
<b>Total Expenditures</b>	-	-	-	-	<b>\$325,291</b>
<b>Expenditures By Object</b>					
Personnel	-	-	-	-	296,200
Operating Supplies and Expenses	-	-	-	-	29,091
<b>Subtotal: Operating Expenditures</b>	-	-	-	-	<b>325,291</b>
<b>Total Expenditures</b>	-	-	-	-	<b>\$325,291</b>
<b>Expenditures By Funds</b>					
General Revenue	-	-	-	-	325,291
<b>Total Expenditures</b>	-	-	-	-	<b>\$325,291</b>

# Personnel

## Executive Office Of Commerce RI Film & Television Office

	Grade	FY 2015		FY 2016	
		FTE	Cost	FTE	Cost
<b>Unclassified</b>					
ADMINISTRATIVE ASSISTANT	00316A	-	-	1.0	44,993
EXECUTIVE DIRECTOR OFFICE OF FILM &	00839A	-	-	1.0	107,693
SENIOR SYSTEMS DESIGN PROGRAMMER	00328A	-	-	0.6	40,930
<b>Subtotal</b>		-	-	<b>2.6</b>	<b>\$193,616</b>
<b>Total Salaries</b>		-	-	<b>2.6</b>	<b>\$193,616</b>
<b>Benefits</b>					
Payroll Accrual			-		1,104
FICA			-		14,812
Retiree Health			-		11,618
Health Benefits			-		19,017
Retirement			-		47,707
<b>Subtotal</b>			-		<b>\$94,258</b>
<b>Total Salaries and Benefits</b>		-	-	<b>2.6</b>	<b>\$287,874</b>
<b>Cost Per FTE Position (Excluding Temporary and Seasonal)</b>			-		<b>\$110,721</b>
<b>Statewide Benefit Assessment</b>			-		<b>\$8,326</b>
<b>Payroll Costs</b>		-	-	<b>2.6</b>	<b>\$296,200</b>
<b>Total Personnel</b>		-	-	<b>2.6</b>	<b>\$296,200</b>
<b>Distribution By Source Of Funds</b>					
General Revenue		-	-	2.6	\$296,200
<b>Total All Funds</b>		-	-	<b>2.6</b>	<b>\$296,200</b>

# The Program

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Executive Office Of Commerce  
Quasi-Public Appropriations

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## **Program Mission**

To supervise the work of the Rhode Island Commerce Corporation, the I-195 Redevelopment District Commission, and special legislative programs and initiatives.

## **Program Description**

This program includes appropriations made to the Rhode Island Commerce Corporation, the I-195 Redevelopment District Commission, and other special legislative programs and initiatives.

## **Statutory History**

RIGL 42-64.19-6(1) charges the Secretary of Commerce to supervise the work of the Rhode Island Commerce Corporation. RIGL 42-64 establishes the Rhode Island Commerce Corporation.

RIGL 42-64.14 creates the I-195 Redevelopment Act of 2011. RIGL 42-64.14-5 creates the I-195 Redevelopment District Commission.

# The Budget

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## Executive Office Of Commerce Quasi-Public Appropriations

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	2013 Audited	2014 Audited	2015 Enacted	2015 Revised	2016 Recommend
<b>Expenditures By Subprogram</b>					
RI Commerce Corporation	-	-	-	-	7,894,514
RI Commerce Corp. - Executive Office of Commerce Programs	-	-	-	-	3,600,000
RI Commerce Corporation Pass Through Grants	-	-	-	-	3,648,550
I-195 Redevelopment District	-	-	-	-	1,061,000
<b>Total Expenditures</b>	-	-	-	-	<b>\$16,204,064</b>
<b>Expenditures By Object</b>					
Assistance and Grants	-	-	-	-	1,747,350
<b>Subtotal: Operating Expenditures</b>	-	-	-	-	<b>1,747,350</b>
Capital Purchases and Equipment	-	-	-	-	300,000
Operating Transfers	-	-	-	-	14,156,714
<b>Total Expenditures</b>	-	-	-	-	<b>\$16,204,064</b>
<b>Expenditures By Funds</b>					
General Revenue	-	-	-	-	15,904,064
Operating Transfers from Other Funds	-	-	-	-	300,000
<b>Total Expenditures</b>	-	-	-	-	<b>\$16,204,064</b>

# The Program

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## Executive Office Of Commerce Economic Development Initiatives Fund

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### Program Mission

The Governor's recommendation includes \$44.5 million in general revenue for a new Economic Development Initiatives Fund, which is financed through the restructuring of the State's debt in FY 2016. This fund will be utilized for economic development initiatives and programs, which are identified below.

### Program Description

**Small Business Assistance Program:** The Governor recommends \$5.2 million in FY 2016 for the Small Business Assistance Program. This program will help expand access to capital for small and growing businesses to thrive and expand in Rhode Island.

**Anchor Institution Tax Credits:** The Governor recommends \$1.8 million in FY 2016 for the Anchor Institution Tax Credits program. This program will incentivize the State's large and most innovative businesses—the anchors of our economy—to attract their suppliers, affiliates, and customer companies here to Rhode Island.

**Innovation Initiative:** The Governor recommends \$500,000 in FY 2016 for the Innovation Initiative. This initiative provides funds to organizations, including non-profits, for-profits, and universities, that offer technical assistance, space, and access to capital to companies in industries such as advanced manufacturing, technology, life science, maritime, and other sectors as identified by the RI Commerce Corporation.

**Cluster Grants:** The Governor recommends \$750,000 in FY 2016 for a Cluster Grants program. This program will catalyze stronger partnerships among companies in key industry clusters. This program will foster new clusters where they do not yet exist and strengthen clusters where they do, using Rhode Island's size to maximum advantage and equipping key sectors to grow.

**I-195 Development Fund:** The Governor recommends \$25.0 million in FY 2016 for an I-195 Development Fund. This fund will catalyze major real estate developments in the I-195 District that will bring large numbers of jobs and opportunities to Rhode Island. These funds shall not be used for a stadium or a sports-type complex.

**Affordable Housing Fund:** The Governor recommends \$3.0 million in FY 2016 for an Affordable Housing Fund. Through Rhode Island Housing, this fund will finance the production and preservation of affordable housing.

**Main Street RI Streetscape Improvements:** The Governor recommends \$1.0 million in FY 2016 for the Main Street RI Streetscape Improvements program. This program provides funds to upgrade streetscapes in local business districts, including such elements as lighting, street furniture, and medians.

**Infrastructure Bank:** The Governor recommends \$2.0 million in FY 2016 for an Infrastructure Bank program. This program will combine energy-related programs from across State government and create an accessible set of resources for businesses and residents seeking green solutions and savings.

**First Wave Closing Fund:** The Governor recommends \$5.0 million in FY 2016 for a First Wave Closing Fund. This will provide the flexibility to make critical investments, resolve make-or-break issues, and close big deals that bring good jobs to Rhode Island.

### Statutory History

The Governor proposes the Economic Development Initiatives Fund as part of the FY 2016 Appropriations Act.



# The Budget

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## Executive Office Of Commerce Economic Development Initiatives Fund

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	2013 Audited	2014 Audited	2015 Enacted	2015 Revised	2016 Recommend
<b>Expenditures By Subprogram</b>					
Economic Development Initiatives Fund	-	-	-	-	44,458,000
<b>Total Expenditures</b>	-	-	-	-	<b>\$44,458,000</b>
<b>Expenditures By Object</b>					
Operating Transfers	-	-	-	-	44,458,000
<b>Total Expenditures</b>	-	-	-	-	<b>\$44,458,000</b>
<b>Expenditures By Funds</b>					
General Revenue	-	-	-	-	44,458,000
<b>Total Expenditures</b>	-	-	-	-	<b>\$44,458,000</b>

# Agency

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## General Assembly - Constitution

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### Agency Mission

The General Assembly meets annually and is responsible for enactment of laws, formation of state policy and evaluation of programs through the appropriation process.

### Agency Description

The Rhode Island Legislature, the General Assembly, consists of two chambers. The Senate is composed of 38 members. The House of Representatives is composed of 75 members. The Office of the Speaker of the House, President of the Senate Staff, the Joint Committee on Legislative Affairs, the Legislative Council, the Fiscal Advisory Staff, the Office of the Auditor General, the Legislative Press Bureau, State Government Internship Office, the Law Revision Office, the Research and Proofing Offices, and the Special Legislative Commissions assist the General Assembly in executing its constitutional role.

### Statutory History

The Legislature is one of the three branches of government authorized in the Rhode Island Constitution. Article VI establishes the powers of the Legislature, and Articles VII and VIII define the composition of the House of Representatives and the Senate.

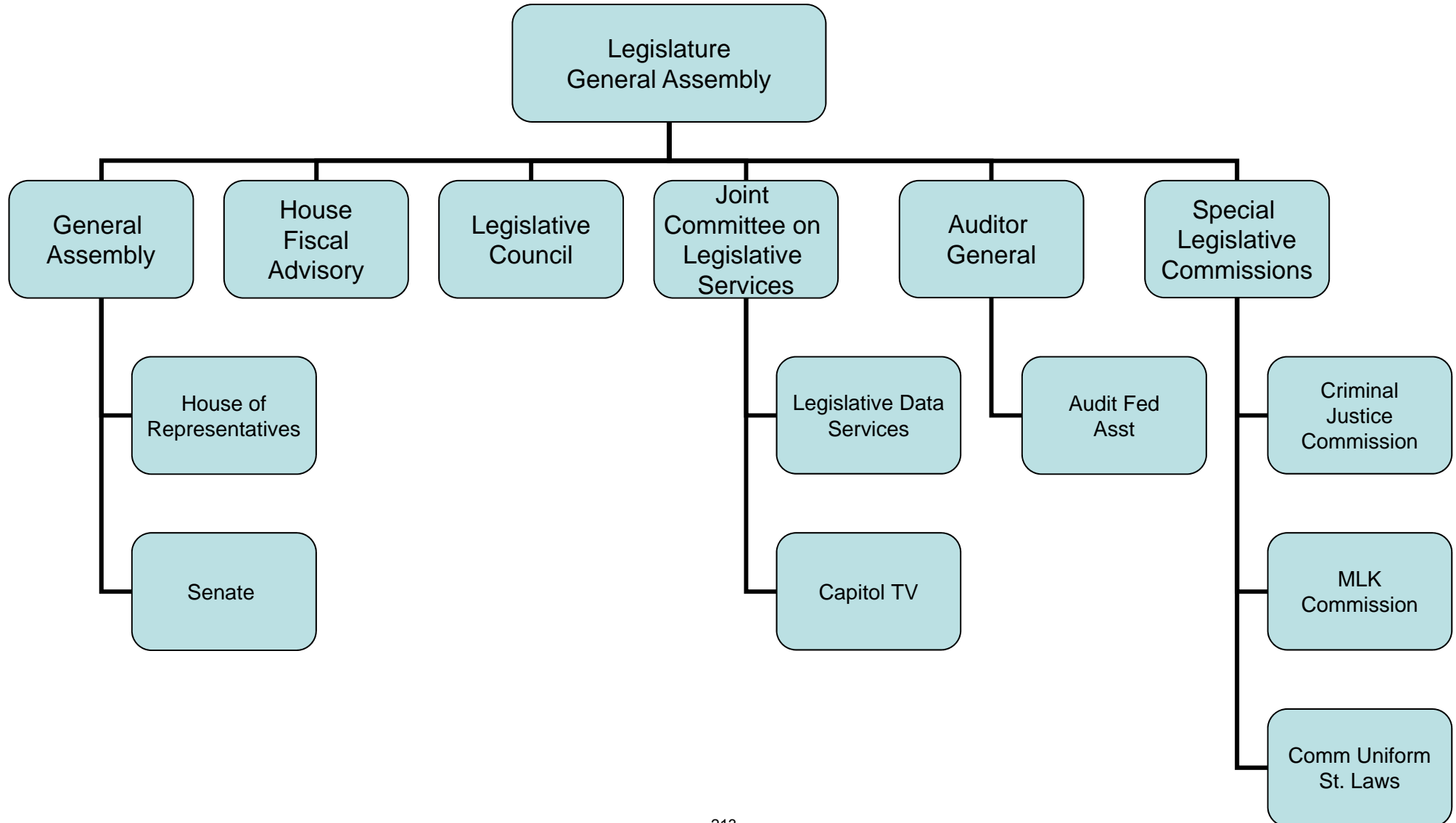
# Budget

## General Assembly - Constitution

	FY 2013 Audited	FY 2014 Audited	FY 2015 Enacted	FY 2015 Revised	FY 2016 Recommend
<b>Expenditures By Program</b>					
General Assembly	5,185,656	4,830,111	5,314,598	6,144,378	5,526,121
Fiscal Advisory Staff	1,464,379	1,573,288	1,730,384	1,726,518	1,846,092
Legislative Council	4,036,512	3,789,825	4,694,111	4,638,093	5,018,501
Joint Comm. on Legislative Services	21,629,875	20,824,899	21,009,636	23,203,715	23,170,750
Auditor General	4,721,156	4,656,039	5,254,121	5,022,127	5,579,580
Special Legislative Commissions	7,920	7,536	13,900	13,900	13,900
<b>Total Expenditures</b>	<b>\$37,045,498</b>	<b>\$35,681,698</b>	<b>\$38,016,750</b>	<b>\$40,748,731</b>	<b>\$41,154,944</b>
<b>Expenditures By Object</b>					
Personnel	29,720,412	31,213,965	32,698,088	33,527,507	35,714,847
Operating Supplies and Expenses	2,376,671	2,151,997	2,765,162	3,933,720	2,876,597
Assistance and Grants	1,943,036	2,158,670	2,300,000	2,441,330	2,300,000
<b>Subtotal: Operating Expenditures</b>	<b>34,040,119</b>	<b>35,524,632</b>	<b>37,763,250</b>	<b>39,902,557</b>	<b>40,891,444</b>
Capital Purchases and Equipment	3,005,379	157,066	253,500	846,174	263,500
<b>Total Expenditures</b>	<b>\$37,045,498</b>	<b>\$35,681,698</b>	<b>\$38,016,750</b>	<b>\$40,748,731</b>	<b>\$41,154,944</b>
<b>Expenditures By Funds</b>					
General Revenue	35,681,738	34,498,448	36,429,671	39,233,413	39,474,071
Restricted Receipts	1,363,760	1,183,250	1,587,079	1,515,318	1,680,873
<b>Total Expenditures</b>	<b>\$37,045,498</b>	<b>\$35,681,698</b>	<b>\$38,016,750</b>	<b>\$40,748,731</b>	<b>\$41,154,944</b>
<b>FTE Authorization</b>	<b>298.5</b>	<b>298.5</b>	<b>298.5</b>	<b>298.5</b>	<b>298.5</b>

# The Agency

## Legislature General Assembly



# Personnel

## General Assembly - Constitution Agency Summary

	Grade	FY 2015		FY 2016	
		FTE	Cost	FTE	Cost
Unclassified		298.5	20,674,913	298.5	21,105,844
<b>Subtotal</b>		<b>298.5</b>	<b>\$20,674,913</b>	<b>298.5</b>	<b>\$21,105,844</b>
Merit Increases - Auditor General		-	20,000	-	20,000
Temporary and Seasonal		-	341,828	-	341,828
Turnover		-	(\$906,581)	-	-
<b>Subtotal</b>		<b>-</b>	<b>(\$544,753)</b>	<b>-</b>	<b>\$361,828</b>
<b>Total Salaries</b>		<b>298.5</b>	<b>\$20,130,160</b>	<b>298.5</b>	<b>\$21,467,672</b>
<b>Benefits</b>					
Payroll Accrual			84,807		123,374
FICA			1,548,461		1,621,714
Retiree Health			1,217,974		1,187,365
Health Benefits			4,731,716		5,222,394
Retirement			4,390,124		4,762,566
<b>Subtotal</b>			<b>\$11,973,082</b>		<b>\$12,917,413</b>
<b>Total Salaries and Benefits</b>		<b>298.5</b>	<b>\$32,103,242</b>	<b>298.5</b>	<b>\$34,385,085</b>
<b>Cost Per FTE Position (Excluding Temporary and Seasonal)</b>			<b>\$106,393</b>		<b>\$114,036</b>
<b>Statewide Benefit Assessment</b>			<b>\$850,915</b>		<b>\$908,412</b>
<b>Payroll Costs</b>		<b>298.5</b>	<b>\$32,954,157</b>	<b>298.5</b>	<b>\$35,293,497</b>
<b>Purchased Services</b>					
Information Technology			155,000		85,000
Clerical and Temporary Services			35,000		37,000
Management & Consultant Services			73,000		48,500
Legal Services			305,000		240,000
Other Contracts			1,850		1,850
Buildings and Ground Maintenance			3,500		9,000
<b>Subtotal</b>			<b>\$573,350</b>		<b>\$421,350</b>
<b>Total Personnel</b>		<b>298.5</b>	<b>\$33,527,507</b>	<b>298.5</b>	<b>\$35,714,847</b>
<b>Distribution By Source Of Funds</b>					
General Revenue		298.5	\$32,168,819	298.5	\$34,194,497
Restricted Receipts		-	\$1,358,688	-	\$1,520,350
<b>Total All Funds</b>		<b>298.5</b>	<b>\$33,527,507</b>	<b>298.5</b>	<b>\$35,714,847</b>

# The Program

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## General Assembly - Constitution General Assembly

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### **Program Mission**

The General Assembly meets annually and is responsible for the enactment of laws, the formation of basic state policy, and the evaluation of existing programs through the appropriation process.

### **Program Description**

The General Assembly consists of two chambers. The Senate is composed of 38 members. The House of Representatives is composed of 75 members.

### **Statutory History**

The legislative power of the State is vested in the Legislature as set forth in Article VI of the State Constitution, and the composition of the General Assembly is established in Articles VII and VIII of the State Constitution.

# The Budget

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## General Assembly - Constitution General Assembly

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	2013 Audited	2014 Audited	2015 Enacted	2015 Revised	2016 Recommend
<b>Expenditures By Subprogram</b>					
Operations	5,185,656	4,830,111	5,314,598	6,144,378	5,526,121
<b>Total Expenditures</b>	<b>\$5,185,656</b>	<b>\$4,830,111</b>	<b>\$5,314,598</b>	<b>\$6,144,378</b>	<b>\$5,526,121</b>
<b>Expenditures By Object</b>					
Personnel	3,388,946	3,642,000	3,858,448	3,832,204	4,030,571
Operating Supplies and Expenses	993,514	1,101,024	1,395,650	2,079,000	1,435,050
<b>Subtotal: Operating Expenditures</b>	<b>4,382,460</b>	<b>4,743,024</b>	<b>5,254,098</b>	<b>5,911,204</b>	<b>5,465,621</b>
Capital Purchases and Equipment	803,196	87,087	60,500	233,174	60,500
<b>Total Expenditures</b>	<b>\$5,185,656</b>	<b>\$4,830,111</b>	<b>\$5,314,598</b>	<b>\$6,144,378</b>	<b>\$5,526,121</b>
<b>Expenditures By Funds</b>					
General Revenue	5,185,656	4,830,111	5,314,598	6,144,378	5,526,121
<b>Total Expenditures</b>	<b>\$5,185,656</b>	<b>\$4,830,111</b>	<b>\$5,314,598</b>	<b>\$6,144,378</b>	<b>\$5,526,121</b>

# Personnel

## General Assembly - Constitution

### General Assembly

	Grade	FY 2015		FY 2016	
		FTE	Cost	FTE	Cost
<b>Unclassified</b>					
REPRESENTATIVE	00509F	-	1,122,654	-	1,156,324
REPRESENTATIVE SPEAKER OF HOUS	00511F	-	30,343	-	31,253
SENATOR	00509F	-	561,327	-	578,162
SENATOR-PRESIDENT OF THE SENAT	00511F	-	30,343	-	31,253
<b>Subtotal</b>		-	<b>\$1,744,667</b>	-	<b>\$1,796,992</b>
Temporary and Seasonal		-	341,828	-	341,828
<b>Subtotal</b>		-	<b>\$341,828</b>	-	<b>\$341,828</b>
<b>Total Salaries</b>		-	<b>\$2,086,495</b>	-	<b>\$2,138,820</b>
<b>Benefits</b>					
Payroll Accrual			12,634		13,193
FICA			154,706		158,731
Retiree Health			-		27,485
Health Benefits			1,187,648		1,312,371
<b>Subtotal</b>			<b>\$1,354,988</b>		<b>\$1,511,780</b>
<b>Total Salaries and Benefits</b>		-	<b>\$3,441,483</b>	-	<b>\$3,650,600</b>
<b>Cost Per FTE Position (Excluding Temporary and Seasonal)</b>			-		-
<b>Statewide Benefit Assessment</b>			<b>\$75,021</b>		<b>\$77,271</b>
<b>Payroll Costs</b>		-	<b>\$3,516,504</b>	-	<b>\$3,727,871</b>
<b>Purchased Services</b>					
Clerical and Temporary Services			34,500		36,500
Management & Consultant Services			30,000		30,000
Legal Services			250,000		235,000
Other Contracts			1,200		1,200
<b>Subtotal</b>			<b>\$315,700</b>		<b>\$302,700</b>
<b>Total Personnel</b>		-	<b>\$3,832,204</b>	-	<b>\$4,030,571</b>
<b>Distribution By Source Of Funds</b>					
General Revenue		-	\$3,832,204	-	\$4,030,571
<b>Total All Funds</b>		-	<b>\$3,832,204</b>	-	<b>\$4,030,571</b>



# The Program

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## General Assembly - Constitution Fiscal Advisory Staff

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### **Program Mission**

Perform fiscal research and analysis for the Legislature, its committees, and individual legislators.

### **Program Description**

The Fiscal Advisory Staff to the House Finance Committee and to the Legislature operates under the supervision of the House Finance Committee. Duties include examination of revenues, review of appropriations and expenditures, and analysis of the State's indebtedness and Capital Improvement Program. The House Fiscal Advisor serves as one of three principals on the Revenue Consensus Forecasting and the Medical and Public Assistance Caseload Estimating Conferences.

### **Statutory History**

The Fiscal Advisory Staff to the House Finance Committee was established as a separate agency in 1959. Statutory provisions for the Fiscal Advisory Staff to the House Finance Committee are contained in R.I.G.L. 22-6.

# The Budget

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## General Assembly - Constitution Fiscal Advisory Staff

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	2013 Audited	2014 Audited	2015 Enacted	2015 Revised	2016 Recommend
<b>Expenditures By Subprogram</b>					
Operations	1,464,379	1,573,288	1,730,384	1,726,518	1,846,092
<b>Total Expenditures</b>	<b>\$1,464,379</b>	<b>\$1,573,288</b>	<b>\$1,730,384</b>	<b>\$1,726,518</b>	<b>\$1,846,092</b>
<b>Expenditures By Object</b>					
Personnel	1,412,813	1,516,654	1,626,504	1,572,238	1,742,212
Operating Supplies and Expenses	51,566	56,634	91,880	108,280	91,880
<b>Subtotal: Operating Expenditures</b>	<b>1,464,379</b>	<b>1,573,288</b>	<b>1,718,384</b>	<b>1,680,518</b>	<b>1,834,092</b>
Capital Purchases and Equipment	-	-	12,000	46,000	12,000
<b>Total Expenditures</b>	<b>\$1,464,379</b>	<b>\$1,573,288</b>	<b>\$1,730,384</b>	<b>\$1,726,518</b>	<b>\$1,846,092</b>
<b>Expenditures By Funds</b>					
General Revenue	1,464,379	1,573,288	1,730,384	1,726,518	1,846,092
<b>Total Expenditures</b>	<b>\$1,464,379</b>	<b>\$1,573,288</b>	<b>\$1,730,384</b>	<b>\$1,726,518</b>	<b>\$1,846,092</b>

# Personnel

## General Assembly - Constitution Fiscal Advisory Staff

	Grade	FY 2015		FY 2016	
		FTE	Cost	FTE	Cost
<b>Unclassified</b>					
HOUSE FISCAL ADVISOR	07878F	1.0	158,542	1.0	161,713
DEPUTY FISCAL ADVISOR	07943F	1.0	113,923	1.0	116,202
PRINCIPAL ANALYST II	07749F	1.0	107,371	1.0	109,518
PRINCIPAL ANALYST I	07963F	1.0	103,556	1.0	105,627
SENIOR ANALYST II	07743F	1.0	84,122	1.0	85,803
SENIOR ANALYST I	07894F	1.0	76,087	1.0	77,609
ANALYST II	07992F	1.0	68,238	1.0	69,603
ANALYST II	07992F	3.0	189,117	3.0	192,900
ANALYST I	07722F	2.0	114,362	2.0	116,650
ADMINISTRATIVE ASSISTANT	07821F	1.0	57,041	1.0	58,182
<b>Subtotal</b>		<b>13.0</b>	<b>\$1,072,359</b>	<b>13.0</b>	<b>\$1,093,807</b>
Turnover		-	(88,812)	-	-
<b>Subtotal</b>		-	<b>(\$88,812)</b>	-	-
<b>Total Salaries</b>		<b>13.0</b>	<b>\$983,547</b>	<b>13.0</b>	<b>\$1,093,807</b>
<b>Benefits</b>					
Payroll Accrual			3,934		6,229
FICA			75,240		81,345
Retiree Health			66,388		65,628
Health Benefits			161,543		178,655
Retirement			239,294		269,514
<b>Subtotal</b>			<b>\$546,399</b>		<b>\$601,371</b>
<b>Total Salaries and Benefits</b>		<b>13.0</b>	<b>\$1,529,946</b>	<b>13.0</b>	<b>\$1,695,178</b>
<b>Cost Per FTE Position (Excluding Temporary and Seasonal)</b>			<b>\$117,688</b>		<b>\$130,398</b>
<b>Statewide Benefit Assessment</b>			<b>\$42,292</b>		<b>\$47,034</b>
<b>Payroll Costs</b>		<b>13.0</b>	<b>\$1,572,238</b>	<b>13.0</b>	<b>\$1,742,212</b>
<b>Total Personnel</b>		<b>13.0</b>	<b>\$1,572,238</b>	<b>13.0</b>	<b>\$1,742,212</b>
<b>Distribution By Source Of Funds</b>					
General Revenue		13.0	\$1,572,238	13.0	\$1,742,212
<b>Total All Funds</b>		<b>13.0</b>	<b>\$1,572,238</b>	<b>13.0</b>	<b>\$1,742,212</b>

# The Program

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## General Assembly - Constitution Legislative Council

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### **Program Mission**

Legislative Council is the principal research and legal arm of the General Assembly. The Council's staff of attorneys, researchers, secretaries and clerical aides provides legislators with information on matters pending or to come before the Legislature. Legislative Council's principal activity is drafting of legislation for individual members.

### **Program Description**

The Legislative Council has two main functions: bill drafting and research, with separate offices to handle each. The bill-drafting section is ordinarily referred to as Legislative Council. Staffed by a number of attorneys, the Council takes bill-drafting requests and prepares the legislation. Other staff members handle the typing, proofing and duplicating of the bill and its delivery to legislators in the House and Senate chambers.

### **Statutory History**

The Legislative Council was established as a separate agency in 1939. Statutory provisions for the Legislative Council are contained in R.I.G.L. 22-8.

# The Budget

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## General Assembly - Constitution Legislative Council

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	2013 Audited	2014 Audited	2015 Enacted	2015 Revised	2016 Recommend
<b>Expenditures By Subprogram</b>					
Operations	4,036,512	3,789,825	4,694,111	4,638,093	5,018,501
<b>Total Expenditures</b>	<b>\$4,036,512</b>	<b>\$3,789,825</b>	<b>\$4,694,111</b>	<b>\$4,638,093</b>	<b>\$5,018,501</b>
<b>Expenditures By Object</b>					
Personnel	3,962,536	3,755,646	4,602,561	4,457,043	4,926,951
Operating Supplies and Expenses	73,976	34,179	80,050	145,050	80,050
<b>Subtotal: Operating Expenditures</b>	<b>4,036,512</b>	<b>3,789,825</b>	<b>4,682,611</b>	<b>4,602,093</b>	<b>5,007,001</b>
Capital Purchases and Equipment	-	-	11,500	36,000	11,500
<b>Total Expenditures</b>	<b>\$4,036,512</b>	<b>\$3,789,825</b>	<b>\$4,694,111</b>	<b>\$4,638,093</b>	<b>\$5,018,501</b>
<b>Expenditures By Funds</b>					
General Revenue	4,036,512	3,789,825	4,694,111	4,638,093	5,018,501
<b>Total Expenditures</b>	<b>\$4,036,512</b>	<b>\$3,789,825</b>	<b>\$4,694,111</b>	<b>\$4,638,093</b>	<b>\$5,018,501</b>

# Personnel

## General Assembly - Constitution Legislative Council

	Grade	FY 2015		FY 2016	
		FTE	Cost	FTE	Cost
<b>Unclassified</b>					
DIRECTOR	07752F	1.0	121,062	1.0	123,484
CHIEF ASST TO DIRECTOR	07991F	1.0	119,822	1.0	122,218
LEGAL COUNSEL - PT	07792F	0.6	64,454	0.6	65,743
LEGAL COUNSEL	07818H	0.6	63,550	0.6	64,821
LEGAL COUNSEL	07743F	1.0	100,946	1.0	102,964
DIRECTOR LEGISLATIVE RESEARCH / SR. POLICY	07963F	1.0	98,623	1.0	100,596
SENIOR LEGAL COUNSEL	07906F	1.0	95,697	1.0	97,611
LEGAL COUNSEL	07866F	0.6	57,068	0.6	58,209
LEGAL COUNSEL--PT	07788F	1.0	91,860	1.0	93,697
LAW CLERK - PT	07822F	0.6	53,536	0.6	54,607
LEGAL COUNSEL (LEGISLATIVE COU	07880F	1.0	85,841	1.0	87,557
LEGAL COUNSEL	07765F	0.6	50,341	0.6	51,348
LEGAL COUNSEL	07726F	0.6	47,159	0.6	48,102
LEGAL COUNSEL	07756F	0.6	46,390	0.6	47,318
ANALYST I	07765F	0.6	43,774	0.6	44,650
LEGAL COUNSEL	07795F	0.6	42,028	0.6	42,868
LEGAL COUNSEL	07734F	1.0	67,782	1.0	69,138
LEGAL COUNSEL	07734F	0.6	40,669	0.6	41,483
RESEARCHER II	07978F	1.0	60,931	1.0	62,150
LEGAL COUNSEL--PT	07757F	0.6	34,206	0.6	34,890
LEGAL COUNSEL	07962F	0.6	33,688	0.6	34,362
LEGISLATIVE ANALYST	07930F	1.0	55,443	1.0	56,552
LEGAL COUNSEL	07781F	0.6	33,069	0.6	33,730
CLERICAL	07811F	1.0	51,943	1.0	52,982
CONSTITUENT LIAISON	07976F	1.0	51,156	1.0	52,179
CLERICAL	07805H	1.0	50,938	1.0	51,957
SECRETARY	07994F	1.0	49,950	1.0	50,949
LEGAL COUNSEL--PT	07903F	0.6	29,556	0.6	30,147
LEGISLATIVE AIDE	07922F	1.0	48,175	1.0	49,138
SECRETARY I	07922F	1.0	48,175	1.0	49,138
SECRETARY I	07974F	1.0	47,565	1.0	48,516
LEGISLATIVE AIDE	07921F	1.0	47,493	1.0	48,442
LEGISLATIVE AIDE	07891F	1.0	47,140	1.0	48,083
CLERICAL	07881F	1.0	46,105	1.0	47,027
SECRETARY	07921F	1.0	45,231	1.0	46,136
LEGISLATIVE AIDE	07816F	1.0	43,909	1.0	44,787
CLERICAL	07917F	1.0	42,617	1.0	43,469
LEGISLATIVE AIDE	07895F	1.0	42,520	1.0	43,371
LEGAL COUNSEL	07961F	0.6	23,747	0.6	24,222
SECRETARY	07928F	1.0	39,543	1.0	40,334
LEGIS AIDE	07839H	1.0	39,473	1.0	40,263
LEGIS AIDE	07877H	1.0	39,449	1.0	40,238
PROOFREADER	07938F	1.0	39,357	1.0	40,144
SECRETARY	07933F	1.0	39,205	1.0	39,989
LEGAL COUNSEL	07819F	0.6	23,448	0.6	23,917

# Personnel

## General Assembly - Constitution Legislative Council

	Grade	FY 2015		FY 2016	
		FTE	Cost	FTE	Cost
LEGISLATIVE RESEARCHER	07907F	1.0	37,996	1.0	38,756
LEGAL COUNSEL	07777F	0.6	22,729	0.6	23,184
LEGAL COUNSEL	07777F	0.6	22,729	0.6	23,184
LEGAL COUNSEL	07706F	0.6	22,668	0.6	23,122
LEGAL COUNSEL PT	07976F	0.6	22,487	0.6	22,936
CLERICAL	07984F	1.0	37,477	1.0	38,226
LEGAL COUNSEL - PT	07814F	1.2	43,862	1.2	44,740
LEGISLATIVE AIDE (LEG COUNCIL)	07933F	1.0	35,641	1.0	36,354
LEGAL COUNSEL	07983F	0.6	21,323	0.6	21,750
SENIOR PROOFREADER	07923F	1.0	31,443	1.0	32,072
PROOFER	07717F	1.0	29,852	1.0	30,449
PROOFER	07717F	1.0	29,852	1.0	30,449
CLERICAL	07869F	0.6	16,616	0.6	16,948
CLERICAL--PT	07869F	0.8	16,616	0.8	16,948
<b>Subtotal</b>		<b>50.2</b>	<b>\$2,835,925</b>	<b>50.2</b>	<b>\$2,892,644</b>
Turnover		-	(260,578)	-	-
<b>Subtotal</b>		-	<b>(\$260,578)</b>	-	-
<b>Total Salaries</b>		<b>50.2</b>	<b>\$2,575,347</b>	<b>50.2</b>	<b>\$2,892,644</b>
<b>Benefits</b>					
Payroll Accrual			10,304		16,498
FICA			197,071		221,288
Retiree Health			173,887		173,559
Health Benefits			707,396		780,331
Retirement			626,766		712,747
<b>Subtotal</b>			<b>\$1,715,424</b>		<b>\$1,904,423</b>
<b>Total Salaries and Benefits</b>		<b>50.2</b>	<b>\$4,290,771</b>	<b>50.2</b>	<b>\$4,797,067</b>
<b>Cost Per FTE Position (Excluding Temporary and Seasonal)</b>			<b>\$85,474</b>		<b>\$95,559</b>
<b>Statewide Benefit Assessment</b>			<b>\$110,772</b>		<b>\$124,384</b>
<b>Payroll Costs</b>		<b>50.2</b>	<b>\$4,401,543</b>	<b>50.2</b>	<b>\$4,921,451</b>
<b>Purchased Services</b>					
Clerical and Temporary Services			500		500
Legal Services			55,000		5,000
<b>Subtotal</b>			<b>\$55,500</b>		<b>\$5,500</b>
<b>Total Personnel</b>		<b>50.2</b>	<b>\$4,457,043</b>	<b>50.2</b>	<b>\$4,926,951</b>
<b>Distribution By Source Of Funds</b>					
General Revenue		50.2	\$4,457,043	50.2	\$4,926,951
<b>Total All Funds</b>		<b>50.2</b>	<b>\$4,457,043</b>	<b>50.2</b>	<b>\$4,926,951</b>

# The Program

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## General Assembly - Constitution Joint Comm. on Legislative Services

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### **Program Mission**

The Joint Committee on Legislative Services (JCLS) is responsible for all administrative matters affecting the operations of the General Assembly. The Office also coordinates the Legislative Data Services and Telecommunications - Cable TV activities.

### **Program Description**

Under the direction of the Joint Committee on Legislative Services, the JCLS Administrative Office is responsible for the overall day-to-day operations of the General Assembly. Matters pertaining to personnel, payroll and benefits, operations, purchasing and accounts payable are handled through this office. The JCLS Office prepares and submits the annual budget and oversees the finances of the Legislature. The operations staff is responsible for the purchasing function, the upkeep and maintenance of the legislative offices in the State House, the disbursement of supplies to the various offices of the JCLS, and is responsible for repairs to equipment and furnishings of the Legislature. All payables of the Legislature are processed by utilizing the State's RIFANS financial system.

### **Statutory History**

The Joint Committee on Legislative Affairs was established as a separate agency in 1960. Statutory provisions for the Joint Committee on Legislative Affairs are contained in R.I.G.L. 22-11.



# The Budget

## General Assembly - Constitution Joint Comm. on Legislative Services

	2013 Audited	2014 Audited	2015 Enacted	2015 Revised	2016 Recommend
<b>Expenditures By Subprogram</b>					
Operations	21,629,875	20,824,899	21,009,636	23,203,715	23,170,750
<b>Total Expenditures</b>	<b>\$21,629,875</b>	<b>\$20,824,899</b>	<b>\$21,009,636</b>	<b>\$23,203,715</b>	<b>\$23,170,750</b>
<b>Expenditures By Object</b>					
Personnel	16,627,663	18,028,661	17,840,996	19,165,995	19,970,610
Operating Supplies and Expenses	857,593	575,607	719,140	1,105,390	750,640
Assistance and Grants	1,943,036	2,158,670	2,300,000	2,441,330	2,300,000
<b>Subtotal: Operating Expenditures</b>	<b>19,428,292</b>	<b>20,762,938</b>	<b>20,860,136</b>	<b>22,712,715</b>	<b>23,021,250</b>
Capital Purchases and Equipment	2,201,583	61,961	149,500	491,000	149,500
<b>Total Expenditures</b>	<b>\$21,629,875</b>	<b>\$20,824,899</b>	<b>\$21,009,636</b>	<b>\$23,203,715</b>	<b>\$23,170,750</b>
<b>Expenditures By Funds</b>					
General Revenue	21,629,875	20,824,899	21,009,636	23,203,715	23,170,750
<b>Total Expenditures</b>	<b>\$21,629,875</b>	<b>\$20,824,899</b>	<b>\$21,009,636</b>	<b>\$23,203,715</b>	<b>\$23,170,750</b>

# Personnel

## General Assembly - Constitution Joint Comm. on Legislative Services

	Grade	FY 2015		FY 2016	
		FTE	Cost	FTE	Cost
<b>Unclassified</b>					
CHIEF OF STAFF	07834F	1.0	173,868	1.0	177,346
LEGAL COUNSEL TO THE SEN PRES.	07855F	1.0	150,765	1.0	153,781
DEP CHF OF STAFF/DIR OF POLICY	07823F	1.0	145,048	1.0	147,949
CHIEF OF STAFF	07834F	1.0	144,890	1.0	147,788
SENATE FISCAL ADVISOR	07960F	1.0	141,372	1.0	144,199
CHIEF LEGAL COUNSEL	07855F	1.0	131,920	1.0	134,558
DIRECTOR OF LAW REVISION	07855F	1.0	131,920	1.0	134,558
LEGAL COUNSEL	07711F	1.0	130,265	1.0	132,870
SENIOR POLICY ANALYST	07979F	1.0	122,135	1.0	124,577
LEGAL COUNSEL -PT	07736F	0.6	72,363	0.6	73,811
EXECUTIVE DIRECTOR TO JCLS	07963F	1.0	115,884	1.0	118,202
HOUSE DIR OF COMMUNICATIONS	07731F	1.0	115,678	1.0	117,991
LEGAL COUNSEL - PT	07731F	0.6	69,249	0.6	70,634
DEP CHIEF OF STAFF/LEGISLATION	07785F	1.0	115,146	1.0	117,449
LEGAL COUNSEL/HOUSE MAJ LEADER	07866F	1.0	114,134	1.0	116,417
SENIOR DEPUTY CHIEF OF STAFF	07943F	1.0	108,498	1.0	110,668
ADMINISTRATOR OF HOUSE OVERSIGHT	07963F	1.0	103,556	1.0	105,627
DIRECTOR OF IT	07898F	1.0	103,462	1.0	105,531
DIRECTOR OF HOUSE POLICY	07848F	1.0	103,385	1.0	105,453
SECRETARY OF THE SENATE	07743F	1.0	98,843	1.0	100,820
LEGAL COUNSEL	07963F	1.0	98,623	1.0	100,596
HOUSE READING CLERK	07820F	0.8	77,766	0.8	79,322
SENATE PARLIAMENTARIAN	00993F	0.6	58,250	0.6	59,415
EXECUTIVE DIRECTOR	07940F	1.0	97,025	1.0	98,966
DEPUTY FISCAL ADVISOR	07967F	1.0	96,059	1.0	97,981
DEPUTY DIRECTOR IT	07854F	1.0	95,955	1.0	97,874
LEGAL COUNSEL	07822F	1.0	93,688	1.0	95,561
SPEC ASST TO MAJORITY LEADER	07701F	1.0	89,468	1.0	91,257
LEGISLATIVE PERSONNEL ADMIN	07822F	1.0	89,429	1.0	91,218
SENIOR FINANCIAL OFFICER	07894F	1.0	89,402	1.0	91,190
ASST DIRECTOR OF LAW REVISION	07959F	0.7	62,404	0.7	63,652
EXECUTIVE ASSISTANT	07721F	2.0	176,052	2.0	179,573
ADMINISTRATIVE ASSISTANT	07721F	1.0	86,022	1.0	87,743
SUPERVISOR LEGISLATIVE PRESS	07797F	1.0	85,703	1.0	87,417
HOUSE PARLIAMENTARIAN-LEG COUN	07768F	0.6	50,768	0.6	51,784
ADMINISTRATIVE ASSISTANT	07997F	1.0	84,122	1.0	85,804
DIRECTOR OF CAPITOL TV	07716F	1.0	83,139	1.0	84,801
DIRECTOR OF CONSTITUENT SERVICES	07915F	1.0	82,450	1.0	84,099
SR DATA/ SYSTEM SPECIALIST	07997F	1.0	82,369	1.0	84,016
DEPUTY POLICY DIRECTOR	07771F	1.0	81,926	1.0	83,565
SR. LEGIS. FISCAL ANALYST	07799F	1.0	81,741	1.0	83,375
ADMINISTRATIVE ASSISTANT	07716F	1.0	81,370	1.0	82,997
DIRECTOR OF COMMUNICATIONS	07765F	1.0	80,436	1.0	82,044
EXECUTIVE ASSISTANT	07783F	1.0	79,446	1.0	81,035
SUPERVISING SVS ADMINISTRATOR	07896F	1.0	78,814	1.0	80,390

# Personnel

## General Assembly - Constitution Joint Comm. on Legislative Services

	Grade	FY 2015		FY 2016	
		FTE	Cost	FTE	Cost
SENIOR PROGRAMMER	07771F	1.0	78,025	1.0	79,586
TELEVISION MAINTENANCE ENGINEER	07771F	1.0	78,025	1.0	79,586
LEGAL COUNSEL	07916F	1.2	92,590	1.2	94,442
PROGRAM COORDINATOR	07721F	1.0	73,210	1.0	74,674
LEGISLATIVE GRANTS COORDINATOR	07865F	1.0	72,927	1.0	74,386
LEGAL COUNSEL/SPECIAL PROJECTS	07911F	1.0	72,713	1.0	74,167
SR. PRODUCER/DIRECTOR	07729F	1.0	72,649	1.0	74,102
CHIEF OF STAFF	07871F	1.0	72,589	1.0	74,041
DPTY DIR OF CONSTITUENT SERVIC	07916F	1.0	71,935	1.0	73,374
CLERK-HOUSE FINANCE	07728F	1.0	71,789	1.0	73,225
PRINCIPAL POLICY ASSISTANT	07734F	1.0	71,171	1.0	72,595
IT TECHNICAL SPECIALIST II	07710F	1.0	71,077	1.0	72,498
ASSISTANT TO ADMINISTRATOR	07747F	1.0	70,223	1.0	71,627
HOUSE RECORDING CLERK	07802H	0.6	41,982	0.6	42,822
FISCAL ANALYST II	07893F	0.6	41,353	0.6	42,180
POLICY ANALYST II	07893F	1.0	68,921	1.0	70,300
FISCAL ANALYST II	07738F	1.0	67,201	1.0	68,545
DIRECTOR OF SENATE SERVICES	07826F	1.0	66,585	1.0	67,917
IT TECHNICAL SPECIALIST II	07871F	1.0	66,539	1.0	67,870
SECRETARY	07925F	1.0	66,021	1.0	67,342
SENIOR POLICY ANALYST	07996F	1.0	64,356	1.0	65,643
FISCAL ANALYST II	07738F	1.0	64,001	1.0	65,281
FISCAL ANALYST II	07738F	1.0	64,001	1.0	65,281
LEGISLATIVE FISCAL ANALYST II	07738F	1.0	64,001	1.0	65,281
OPERATIONS SUPERVISOR	07864F	1.0	63,969	1.0	65,249
LEGISLATIVE FINANCIAL OFFICER	07992F	1.0	63,039	1.0	64,300
POLICY ANALYST II	07715F	1.0	62,928	1.0	64,187
COMPUTER OPERATOR-PT	07942F	0.6	37,678	0.6	38,431
DIRECTOR OF COMMUNICATIONS	07863F	1.0	62,608	1.0	63,860
CHIEF OF STAFF	07886F	1.0	62,187	1.0	63,431
LEGAL COUNSEL	07735F	0.6	36,484	0.6	37,213
PRESS ROOM FOREMAN	07882F	1.0	60,014	1.0	61,215
SENIOR DATA ANALYST	07951F	1.0	59,981	1.0	61,180
ADMINISTRATIVE ASSISTANT	07708F	1.0	59,706	1.0	60,900
SUPERVISOR VET'S AFFAIRS OFFI	07908F	1.0	59,663	1.0	60,856
POLICY ANALYST I	00868H	0.6	35,533	0.6	36,244
ANALYST	07922F	1.0	57,810	1.0	58,966
LEGISLATIVE ASSISTANT	07994F	1.0	57,442	1.0	58,591
LEGIS AIDE	07876F	1.0	56,992	1.0	58,131
SENIOR POLICY ANALYST	07708F	1.0	56,863	1.0	58,000
POLICY ANALYST	07818F	1.0	56,692	1.0	57,826
SECRETARY	07955F	1.0	56,576	1.0	57,708
CONSTITUENT LIAISON	07812F	1.0	56,556	1.0	57,687
LEGISLATIVE ASST --PT	07755F	0.6	33,924	0.6	34,602
LEGAL COORDINATOR	07709F	1.0	56,184	1.0	57,308
SECRETARY	07857F	1.0	56,096	1.0	57,218

# Personnel

## General Assembly - Constitution Joint Comm. on Legislative Services

	Grade	FY 2015		FY 2016	
		FTE	Cost	FTE	Cost
SECRETARY	07989F	1.0	55,694	1.0	56,808
POLICY ANALYST	07723F	1.0	55,634	1.0	56,747
PUBLICIST	07930F	1.0	55,443	1.0	56,552
SR. PRESS OPERATOR	07891F	1.0	55,390	1.0	56,498
CLERICAL	07881F	1.0	55,325	1.0	56,432
LEGISLATIVE ASSISTANT	07790F	2.0	109,354	2.0	111,541
HOUSE FINANCE POLICY ASSISTANT	07876F	1.0	54,277	1.0	55,363
LEGISLATIVE COORDINATOR	07937F	1.0	54,276	1.0	55,362
SECRETARY	07856F	1.0	54,125	1.0	55,208
SECRETARY I	07802F	1.0	53,909	1.0	54,987
LEGAL COUNSEL	07886F	0.6	32,304	0.6	32,951
ASSISTANT COMPUTER OPERATOR	07951F	1.0	53,600	1.0	54,672
SECRETARY	07984F	0.7	37,477	0.7	38,226
ASSISTANT ENGINEER	07859F	1.0	53,328	1.0	54,395
LEGISLATIVE ASSISTANT	07989F	1.0	53,163	1.0	54,226
TV TECHNICIAN II	07730F	1.0	52,739	1.0	53,794
ADMINISTRATIVE ASSIST.	07973F	1.0	52,705	1.0	53,759
PUBLICIST	07994F	1.0	52,448	1.0	53,497
ADMINISTRATIVE ASSISTANT	07742F	1.0	52,250	1.0	53,295
ADMINISTRATIVE ASSISTANT	07897F	1.0	52,186	1.0	53,229
JR PROGRAM ANALYST	07821F	1.0	51,856	1.0	52,893
POLICY ANALYST	07935F	1.0	51,628	1.0	52,661
CONST. SERVICES CASEWORKER	07946F	1.0	51,249	1.0	52,273
TV TECHNICIAN II	07944F	1.0	51,023	1.0	52,044
POLICY ANALYST/COMM ASSISTANT	07887F	1.0	50,890	1.0	51,908
CONSTITUENT LIAISON	00973F	1.0	50,308	1.0	51,314
ANALYST	07857F	1.0	50,129	1.0	51,131
CLERICAL	07920F	1.0	50,039	1.0	51,040
ADMINISTRATIVE ASSISTANT - PT	07949F	0.8	39,953	0.8	40,752
DATA ANALYST	07786F	1.0	49,785	1.0	50,781
DATA ANALYST	07824F	1.0	49,721	1.0	50,716
SECRETARY I	07773F	1.0	49,657	1.0	50,651
OPERATIONS PROJECT COORD.	07779F	1.0	49,249	1.0	50,234
CONSTITUENT SERVICES LIAISON	07887F	0.6	29,080	0.6	29,661
LEGISLATIVE AIDE	07932F	1.0	48,295	1.0	49,261
TV DIRECTOR	07990F	1.0	48,190	1.0	49,154
ADMINISTRATIVE AIDE/CLERK	07922F	1.0	48,175	1.0	49,138
SECRETARY/CLERK	07802F	1.0	48,174	1.0	49,137
SECRETARY	07764F	1.0	47,621	1.0	48,573
PRESS OPERATOR	07782F	3.0	142,671	3.0	145,524
LEGAL COUNSEL	07843F	0.6	28,436	0.6	29,005
T.V. TECHNICIAN	07819F	1.0	47,189	1.0	48,133
LEGISLATIVE ASSISTANT	07848H	0.6	28,230	0.6	28,794
ASSISTANT PROGRAM DIRECTOR	07779F	1.0	46,904	1.0	47,842
LEGISLATIVE AIDE	07857F	1.6	75,021	1.6	76,522
CLERK CORPORATIONS COMMITTEE	07892F	1.0	46,612	1.0	47,545

# Personnel

## General Assembly - Constitution Joint Comm. on Legislative Services

	Grade	FY 2015		FY 2016	
		FTE	Cost	FTE	Cost
LEGISLATIVE AIDE	07892F	1.0	46,612	1.0	47,545
LEGISLATIVE COORDINATOR	07892F	1.0	46,612	1.0	47,545
T. V. TECHNICIAN	07789F	1.0	46,444	1.0	47,373
ADMINISTRATIVE ASSISTANT	07719F	1.0	46,011	1.0	46,931
SECRETARY	07928F	1.0	45,475	1.0	46,385
CLERK- LABOR COMMITTEE	07974F	0.6	27,242	0.6	27,787
LEGISLATIVE ASSISTANT	07764F	0.6	27,212	0.6	27,757
LEGISLATIVE ASSISTANT	07773F	1.0	45,143	1.0	46,046
TV TECHNICIAN	07773F	1.0	45,143	1.0	46,046
SECRETARY	07819F	1.0	45,137	1.0	46,040
SPECIAL PROJECT COORDINATOR	07819F	0.6	26,965	0.6	27,504
LEGISLATIVE PROJECT COORDINATO	07766F	1.0	44,371	1.0	45,259
LEGISLATIVE PROJECT COORDINATO	07853F	1.0	44,123	1.0	45,005
CONSTITUENT LIASON	07903F	1.0	44,020	1.0	44,900
LEGISLATIVE AIDE	07719F	1.0	43,820	1.0	44,696
CONSTITUENT LIAISON	07839H	1.0	43,421	1.0	44,289
SECRETARY	07895F	1.0	42,520	1.0	43,371
LEGISLATIVE AIDE	07872F	1.0	42,023	1.0	42,863
PUBLICIST	07748F	1.0	42,000	1.0	42,840
TV TECHNICIAN II	07817F	1.0	41,852	1.0	42,689
SECRETARY	07713F	1.0	41,738	1.0	42,573
LEGAL COUNSEL -PT	07719F	0.6	25,040	0.6	25,541
LEGISLATIVE AIDE	07777F	1.0	41,671	1.0	42,505
LEGAL COUNSEL	07907F	0.6	24,968	0.6	25,468
ADMINISTRATIVE ASSISTANT	07786F	1.0	41,488	1.0	42,317
LEGAL COUNSEL	07941F	0.6	24,799	0.6	25,295
LEGISLATIVE AIDE	07958F	1.0	40,779	1.0	41,594
ADMINISTRATIVE ASSISTANT	07760F	1.0	40,708	1.0	41,522
LEGISLATIVE ASSISTANT	07758F	1.0	40,575	1.0	41,386
LEGAL COUNSEL	07895F	1.0	40,496	1.0	41,305
LEGISLATIVE ASSISTANT	07858F	1.0	39,057	1.0	39,838
TV TECHNICIAN II	07924F	1.0	39,010	1.0	39,790
LEGISLATIVE ASSISTANT	07883F	1.0	38,770	1.0	39,546
LEGAL COUNSEL	07760F	0.6	23,261	0.6	23,727
COMPUTER TECHNICIAN	07820H	0.4	16,259	0.4	16,585
SECRETARY	07739F	2.0	75,291	2.0	76,798
LEGISLATIVE AIDE	07984F	1.0	37,477	1.0	38,226
SECRETARY	07984F	1.0	37,477	1.0	38,226
SECRETARY	07984F	1.0	37,477	1.0	38,226
LEGIS. AIDE	07988F	1.0	37,353	1.0	38,100
LEGISLATIVE ASSISTANT	07907F	1.0	36,186	1.0	36,910
SECRETARY/RECEPTIONIST	07984F	0.6	21,415	0.6	21,844
LEGISLATIVE ASISTANT	07933F	1.0	35,641	1.0	36,354
LEGISLATIVE ASSISTANT	07933F	1.0	35,641	1.0	36,354
COPY ROOM COORDINATOR	07846F	1.0	35,537	1.0	36,248
LEGISLATIVE AIDE-PT	07874F	0.7	24,473	0.7	24,962

# Personnel

## General Assembly - Constitution Joint Comm. on Legislative Services

	Grade	FY 2015		FY 2016	
		FTE	Cost	FTE	Cost
POLICY AIDE (TREASURY)	07926F	0.6	20,765	0.6	21,180
LEGISLATIVE AIDE	07926F	1.6	54,383	1.6	55,471
LEGISLATIVE AIDE	07988F	1.0	33,958	1.0	34,637
CLERICAL	07840H	0.6	19,920	0.6	20,318
ADMINISTRATIVE AIDE	07809F	1.0	33,120	1.0	33,782
LEGISLATIVE AIDE	07869F	0.6	19,191	0.6	19,567
SENATE SERVICES ASSISTANT	07971F	1.0	31,440	1.0	32,069
LEGISLATIVE AIDE	07923F	2.0	59,892	2.0	61,090
JUNIOR PC TECHNICIAN	07746F	1.0	26,202	1.0	26,726
LEGISLATIVE ASSISTANT	07810F	0.6	14,577	0.6	14,868
CAMERA OPERATOR	07810F	1.0	24,294	1.0	24,780
LEGISLATIVE AIDE	07810F	1.0	24,294	1.0	24,780
<b>Subtotal</b>		<b>190.1</b>	<b>\$11,964,098</b>	<b>190.1</b>	<b>\$12,203,380</b>
Turnover		-	(259,534)	-	-
<b>Subtotal</b>		-	<b>(\$259,534)</b>	-	-
<b>Total Salaries</b>		<b>190.1</b>	<b>\$11,704,564</b>	<b>190.1</b>	<b>\$12,203,380</b>
<b>Benefits</b>					
Payroll Accrual			46,818		69,558
FICA			895,418		922,348
Retiree Health			790,077		732,202
Health Benefits			2,183,519		2,414,464
Retirement			2,847,791		3,006,913
<b>Subtotal</b>			<b>\$6,763,623</b>		<b>\$7,145,485</b>
<b>Total Salaries and Benefits</b>		<b>190.1</b>	<b>\$18,468,187</b>	<b>190.1</b>	<b>\$19,348,865</b>
<b>Cost Per FTE Position (Excluding Temporary and Seasonal)</b>			<b>\$97,135</b>		<b>\$101,767</b>
<b>Statewide Benefit Assessment</b>			<b>\$503,308</b>		<b>\$524,745</b>
<b>Payroll Costs</b>		<b>190.1</b>	<b>\$18,971,495</b>	<b>190.1</b>	<b>\$19,873,610</b>
<b>Purchased Services</b>					
Information Technology			155,000		85,000
Management & Consultant Services			36,000		8,500
Buildings and Ground Maintenance			3,500		3,500
<b>Subtotal</b>			<b>\$194,500</b>		<b>\$97,000</b>
<b>Total Personnel</b>		<b>190.1</b>	<b>\$19,165,995</b>	<b>190.1</b>	<b>\$19,970,610</b>
<b>Distribution By Source Of Funds</b>					
General Revenue		190.1	\$19,165,995	190.1	\$19,970,610
<b>Total All Funds</b>		<b>190.1</b>	<b>\$19,165,995</b>	<b>190.1</b>	<b>\$19,970,610</b>

# The Program

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## General Assembly - Constitution Auditor General

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### **Program Mission**

Provides independent audits, accounting, and evaluation of State Government programs to the General Assembly for its legislative oversight and capability.

### **Program Description**

The Office of the Auditor General assists the General Assembly in reviewing compliance, efficiency, economy, and effectiveness of state programs. The Office of the Auditor General conducts financial and program audits, which encompass the investigation of all matters relating to a review of program costs and the evaluation of program performance; completes the annual post-audit of the receipts and expenditures of the State; and, in accordance with the Single Audit Act of 1984, circular number A-128, issued by the United States Office of Management and Budget, and Chapter 41 of the Rhode Island General Laws, conducts annual audits of federally-funded programs administered by the State.

### **Statutory History**

The Office of the Auditor General was established as a separate agency in 1974. Statutory provisions for the Office of the Auditor General are contained in R.I.G.L. 22-13-1.

# The Budget

## General Assembly - Constitution Auditor General

	2013 Audited	2014 Audited	2015 Enacted	2015 Revised	2016 Recommend
<b>Expenditures By Subprogram</b>					
Operations	4,721,156	4,656,039	5,254,121	5,022,127	5,579,580
<b>Total Expenditures</b>	<b>\$4,721,156</b>	<b>\$4,656,039</b>	<b>\$5,254,121</b>	<b>\$5,022,127</b>	<b>\$5,579,580</b>
<b>Expenditures By Object</b>					
Personnel	4,328,454	4,271,004	4,769,579	4,500,027	5,044,503
Operating Supplies and Expenses	392,102	377,017	464,542	482,100	505,077
<b>Subtotal: Operating Expenditures</b>	<b>4,720,556</b>	<b>4,648,021</b>	<b>5,234,121</b>	<b>4,982,127</b>	<b>5,549,580</b>
Capital Purchases and Equipment	600	8,018	20,000	40,000	30,000
<b>Total Expenditures</b>	<b>\$4,721,156</b>	<b>\$4,656,039</b>	<b>\$5,254,121</b>	<b>\$5,022,127</b>	<b>\$5,579,580</b>
<b>Expenditures By Funds</b>					
General Revenue	3,357,396	3,472,789	3,667,042	3,506,809	3,898,707
Restricted Receipts	1,363,760	1,183,250	1,587,079	1,515,318	1,680,873
<b>Total Expenditures</b>	<b>\$4,721,156</b>	<b>\$4,656,039</b>	<b>\$5,254,121</b>	<b>\$5,022,127</b>	<b>\$5,579,580</b>



# Personnel

## General Assembly - Constitution

### Auditor General

	Grade	FY 2015		FY 2016	
		FTE	Cost	FTE	Cost
<b>Unclassified</b>					
AUDITOR GENERAL	07703F	1.0	155,420	1.0	158,529
SENIOR AUDIT MANAGER	07752F	1.0	116,019	1.0	118,339
SENIOR AUDIT MANAGER	07792F	1.0	112,793	1.0	115,049
SENIOR AUDIT MANAGER	07906F	1.0	109,368	1.0	111,555
AUDIT MANAGER	00985F	1.0	102,202	1.0	104,246
AUDIT MANAGER	07743F	1.0	96,740	1.0	98,675
AUDIT MANAGER	07788F	1.0	93,857	1.0	95,734
LEGAL COUNSEL	00850F	0.6	55,842	0.6	56,958
INFORMATION SYSTEMS AUDIT MGR	07972F	1.0	88,372	1.0	90,139
SUPERVISING IT AUDITOR	07997F	1.0	84,121	1.0	85,803
SUPERVISING AUDITOR	07716F	1.0	83,262	1.0	84,927
SUPERVISING AUDITOR	07771F	1.0	81,926	1.0	83,565
SUPERVISING AUDITOR	07833F	1.0	81,885	1.0	83,523
SUPERVISING AUDITOR	07799F	1.0	81,741	1.0	83,376
SUPERVISING AUDITOR	07915F	1.0	78,703	1.0	80,277
PRINCIPAL IT AUDITOR	07725F	1.0	77,111	1.0	78,654
PRINCIPAL AUDITOR	07911F	1.0	72,713	1.0	74,167
PRINCIPAL AUDITOR	07982F	1.0	71,917	1.0	73,355
ADMINISTRATIVE OFFICER	07750F	1.0	70,050	1.0	71,451
PRINCIPAL AUDITOR	07835F	1.0	68,323	1.0	69,689
PRINCIPAL AUDITOR	00787F	1.0	66,836	1.0	68,173
DATA SYSTEMS COORDINATOR	07957F	1.0	66,005	1.0	67,326
PRINCIPAL AUDITOR	07747F	2.0	127,678	2.0	130,232
PRINCIPAL AUDITOR	07804F	1.0	62,954	1.0	64,213
SENIOR AUDITOR	00887F	1.0	61,068	1.0	62,289
SENIOR AUDITOR	07724F	1.0	58,379	1.0	59,546
SENIOR AUDITOR	07922F	1.0	57,466	1.0	58,615
ASSISTANT DATA SYSTEMS COORD	07976F	1.0	56,028	1.0	57,149
ADMINISTRATIVE ASSISTANT	07760F	1.0	51,914	1.0	52,952
SENIOR AUDITOR	07951F	1.0	48,720	1.0	49,694
SENIOR AUDITOR	07824F	2.0	93,416	2.0	95,284
AUDITOR	07913F	1.0	43,908	1.0	44,786
AUDITOR	07892F	3.0	130,194	3.0	132,798
AUDITOR	07918F	4.0	168,552	4.0	171,924
SENIOR AUDITOR	07847F	1.0	42,138	1.0	42,981
AUDITOR	07860F	1.0	41,952	1.0	42,791
ADMINISTRATIVE AIDE	07917F	0.6	23,245	0.6	23,710
SECRETARY (AUDITOR GEN.)	00756F	1.0	37,569	1.0	38,321
ADMINISTRATIVE AIDE	07984F	1.0	37,477	1.0	38,226
<b>Subtotal</b>		<b>45.2</b>	<b>\$3,057,864</b>	<b>45.2</b>	<b>\$3,119,021</b>

# Personnel

## General Assembly - Constitution

### Auditor General

	Grade	FY 2015		FY 2016	
		FTE	Cost	FTE	Cost
Merit Increases - Auditor General		-	20,000	-	20,000
Turnover		-	(297,657)	-	-
<b>Subtotal</b>		-	<b>(\$277,657)</b>	-	<b>\$20,000</b>
<b>Total Salaries</b>		<b>45.2</b>	<b>\$2,780,207</b>	<b>45.2</b>	<b>\$3,139,021</b>
<b>Benefits</b>					
Payroll Accrual			11,117		17,896
FICA			226,026		238,002
Retiree Health			187,622		188,491
Health Benefits			491,610		536,573
Retirement			676,273		773,392
<b>Subtotal</b>			<b>\$1,592,648</b>		<b>\$1,754,354</b>
<b>Total Salaries and Benefits</b>		<b>45.2</b>	<b>\$4,372,855</b>	<b>45.2</b>	<b>\$4,893,375</b>
<b>Cost Per FTE Position (Excluding Temporary and Seasonal)</b>			<b>\$96,745</b>		<b>\$108,261</b>
<b>Statewide Benefit Assessment</b>			<b>\$119,522</b>		<b>\$134,978</b>
<b>Payroll Costs</b>		<b>45.2</b>	<b>\$4,492,377</b>	<b>45.2</b>	<b>\$5,028,353</b>
<b>Purchased Services</b>					
Management & Consultant Services			7,000		10,000
Other Contracts			650		650
Buildings and Ground Maintenance			-		5,500
<b>Subtotal</b>			<b>\$7,650</b>		<b>\$16,150</b>
<b>Total Personnel</b>		<b>45.2</b>	<b>\$4,500,027</b>	<b>45.2</b>	<b>\$5,044,503</b>
<b>Distribution By Source Of Funds</b>					
General Revenue		45.2	\$3,141,339	45.2	\$3,524,153
Restricted Receipts		-	\$1,358,688	-	\$1,520,350
<b>Total All Funds</b>		<b>45.2</b>	<b>\$4,500,027</b>	<b>45.2</b>	<b>\$5,044,503</b>

# The Program

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General Assembly - Constitution  
Special Legislative Commissions

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## **Program Mission**

Special Legislative Commissions include boards and commissions established for the promotion of certain goals and objectives, and to address items of local, regional and national concern.

## **Program Description**

Included in this program are: the Commission on Uniform State Laws, the Criminal Justice Commission, and the Martin Luther King Commission.

## **Statutory History**

Special Legislative Commissions are generally established under the authority granted to the General Assembly in the Rhode Island State Constitution. Specific provisions for various commissions are also established within the Rhode Island General Laws.

# The Budget

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## General Assembly - Constitution Special Legislative Commissions

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	2013 Audited	2014 Audited	2015 Enacted	2015 Revised	2016 Recommend
<b>Expenditures By Subprogram</b>					
Operations	7,920	7,536	13,900	13,900	13,900
<b>Total Expenditures</b>	<b>\$7,920</b>	<b>\$7,536</b>	<b>\$13,900</b>	<b>\$13,900</b>	<b>\$13,900</b>
<b>Expenditures By Object</b>					
Operating Supplies and Expenses	7,920	7,536	13,900	13,900	13,900
<b>Subtotal: Operating Expenditures</b>	<b>7,920</b>	<b>7,536</b>	<b>13,900</b>	<b>13,900</b>	<b>13,900</b>
<b>Total Expenditures</b>	<b>\$7,920</b>	<b>\$7,536</b>	<b>\$13,900</b>	<b>\$13,900</b>	<b>\$13,900</b>
<b>Expenditures By Funds</b>					
General Revenue	7,920	7,536	13,900	13,900	13,900
<b>Total Expenditures</b>	<b>\$7,920</b>	<b>\$7,536</b>	<b>\$13,900</b>	<b>\$13,900</b>	<b>\$13,900</b>

# Agency

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## Executive Department

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### Agency Mission

To fulfill all responsibilities and duties in accordance with the Constitution and Laws of the State of Rhode Island.

To monitor all federal legislation and the federal budget for impact upon Rhode Island.

To process legislative and regulatory opportunities for the State of Rhode Island.

To obtain maximum federal funding for the State of Rhode Island.

To initiate reform and change in both government and the economy for the betterment of all Rhode Island Citizens.

### Agency Description

The Office of the Governor is established under the Rhode Island Constitution as one of the general offices and is subject to election by the voters of the State. The Office of the Governor is responsible for the enactment of reform and change in state government for the betterment of the citizens of the State of Rhode Island. In accomplishing this task, the Office of the Governor coordinates the services of a staff of professionals to include the Executive Counsel Office, Business Administrative Services, Policy Office, Legislative Affairs Office, Media Office, Constituent Affairs Office, and Community Relations Office. The functions of the Office of the Health Benefits Exchange, formerly in the Governor's office, have now been moved to the Department of Administration.

### Statutory History

The Governor is the head of the Executive Branch of State government. Among the powers and duties of the Governor under the State Constitution are: faithfully executing the laws (Art IX, Section 2); commanding the state's military and naval forces (Article IX, Section 3); granting reprieves (Articles IX, Section 2); and pardons (Article IX, Section 13); convening special sessions of the general assembly (Article IX, Section 7); and; preparing and presenting to the general assembly an annual state budget (Article IX, Section 15). Each Administration creates its own Office of the Governor for the purpose of governing the State of Rhode Island. The Governor signed Executive Order 11-09 in September, 2011 establishing the Health Benefits Exchange within the Office of the Governor in response to the federal Affordable Care Act 1311 (d)(6). The functions of the exchange has been transferred to the Department of Administration.

The administration of Governor Gina M. Raimondo began on January 6, 2015.

# Budget

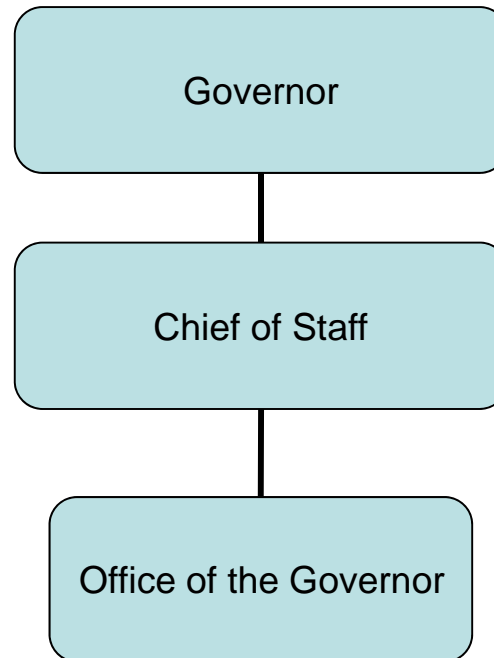
## Executive Department

	FY 2013 Audited	FY 2014 Audited	FY 2015 Enacted	FY 2015 Revised	FY 2016 Recommend
<b>Expenditures By Program</b>					
Central Management	4,024,335	3,975,744	4,527,562	4,655,727	4,903,467
<b>Total Expenditures</b>	<b>\$4,024,335</b>	<b>\$3,975,744</b>	<b>\$4,527,562</b>	<b>\$4,655,727</b>	<b>\$4,903,467</b>
<b>Expenditures By Object</b>					
Personnel	3,713,156	3,704,475	3,989,912	4,109,077	4,365,817
Operating Supplies and Expenses	297,322	235,542	267,750	276,750	267,750
Assistance and Grants	-	8,000	250,000	250,000	250,000
<b>Subtotal: Operating Expenditures</b>	<b>4,010,478</b>	<b>3,948,017</b>	<b>4,507,662</b>	<b>4,635,827</b>	<b>4,883,567</b>
Capital Purchases and Equipment	13,857	27,727	19,900	19,900	19,900
<b>Total Expenditures</b>	<b>\$4,024,335</b>	<b>\$3,975,744</b>	<b>\$4,527,562</b>	<b>\$4,655,727</b>	<b>\$4,903,467</b>
<b>Expenditures By Funds</b>					
General Revenue	4,024,335	3,975,744	4,527,562	4,655,727	4,903,467
<b>Total Expenditures</b>	<b>\$4,024,335</b>	<b>\$3,975,744</b>	<b>\$4,527,562</b>	<b>\$4,655,727</b>	<b>\$4,903,467</b>
<b>FTE Authorization</b>	<b>45.0</b>	<b>45.0</b>	<b>45.0</b>	<b>45.0</b>	<b>45.0</b>

# The Agency

Executive Department

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# Personnel

## Executive Department Central Management

	Grade	FY 2015		FY 2016	
		FTE	Cost	FTE	Cost
<b>Unclassified</b>					
LEGISLATIVE DIRECTOR	08353A	1.0	167,118	1.0	175,488
CHIEF OF STAFF (GOVERNOR'S OFFICE)	08353A	1.0	161,272	1.0	169,560
SPECIAL COUNSEL	08550A	0.6	91,508	0.6	92,846
EXECUTIVE COUNSEL (GOVERNOR'S OFFICE)	08347A	1.0	151,534	1.0	154,564
DEPUTY DIRECTOR	08347A	1.0	147,840	-	-
DEPUTY CHIEF OF STAFF	08351A	1.0	143,163	1.0	150,001
DIRECTOR (GOVERNOR'S OFFICE)	00901F	1.0	142,000	-	-
GOVERNOR	00527F	1.0	134,452	1.0	139,695
DEPUTY CHIEF OF STAFF	08348A	1.0	129,132	1.0	135,769
DIR OF COMMUNICATIONS (GOV OFF)	08346A	1.0	119,790	1.0	126,281
DIRECTOR OF GOVERNOR'S OFFICE	08346A	1.0	119,790	1.0	126,281
MUNICIPAL FINANCE COUNSEL	08343A	1.0	119,790	1.0	126,281
DEPUTY COUNSEL	08345A	1.0	115,110	1.0	121,541
CHIEF STRATEGIC PLANNING MONITORING AND SPECIAL COUNSEL	08343A	2.0	210,000	-	-
DEPUTY DIRECTOR OF POLICY (GOVERNOR'S DEPUTY DIRECTOR OF COMMUNICATIONS)	08335A	1.0	81,242	1.0	84,719
SENIOR POLICY ANALYST (GOVERNOR'S OFFICE)	08337A	1.0	80,953	1.0	85,136
DIRECTOR OF POLICY DEVELOPMENT	08330A	1.0	80,458	-	-
PRESS SECRETARY	08335A	1.0	75,619	1.0	79,525
DEPUTY LEGISLATIVE DIRECTOR	08335A	1.0	75,619	1.0	79,525
POLICY ADVISOR (GOVERNOR'S OFFICE)	08333A	1.0	70,466	1.0	74,111
DIRECTOR OF PUBLIC ENGAGEMENT	08333A	1.0	70,466	1.0	74,111
LEGISLATIVE COORDINATOR (GOV'S OFFICE)	08332A	1.0	67,885	1.0	71,401
OFFICE MANAGER (GOVERNOR'S OFFICE)	08327A	1.0	60,168	1.0	64,327
EXEC ASSISTANT TO THE GOVERNOR	08328A	1.0	58,256	1.0	61,236
LEGAL ADMINISTRATIVE ASSISTANT	08327A	1.0	56,056	1.0	58,911
SPECIAL ASST TO THE GOVERNOR	08326A	1.0	53,961	1.0	56,681
DIR OF CONSTITUENT SVS	08326A	1.0	53,961	1.0	56,681
POLICY AND LEGISLATIVE ANALYST	08325A	1.0	51,964	1.0	54,468
OUTREACH MANAGER	08329A	1.4	72,143	7.4	388,958
ADMINISTRATIVE ASSISTANT (GOVERNOR'S OUTREACH MANAGER)	08324A	1.0	50,063	1.0	52,448
SCHEDULER (GOVERNOR'S OFFICE)	00323A	1.0	49,529	-	-
SPECIAL ASST TO THE GOVERNOR	08324A	2.0	96,536	2.0	101,590
APPOINTMENT STAFF	08323A	1.0	46,555	1.0	48,973
PROTOCOL MANAGER	08322A	1.0	45,071	1.0	47,235
CONSTITUENT SERV ASSOCIATE II	08320A	1.0	42,380	1.0	44,342
CONSTITUENT SERV ASSOCIATE II	08319A	1.0	41,698	1.0	43,642
ADMINISTRATIVE ASSISTANT	08319A	1.0	41,172	1.0	42,999
SPEC ASST TO DEP CHF OF STAFF	08319A	1.0	41,172	1.0	42,999
COMMUNICATIONS ASSOCIATE	08318A	1.0	40,093	1.0	42,416
DIRECTOR OF APPOINTMENTS	08319A	1.0	40,093	1.0	43,642
	08313A	1.0	35,756	1.0	37,073
	00883F	1.0	5,000	1.0	5,000
<b>Subtotal</b>		<b>45.0</b>	<b>\$3,623,891</b>	<b>45.0</b>	<b>\$3,453,537</b>



# Personnel

## Executive Department Central Management

	Grade	FY 2015		FY 2016	
		FTE	Cost	FTE	Cost
Interdepartmental Transfer		-	(629,827)	-	-
Turnover		-	(413,977)	-	(608,085)
<b>Subtotal</b>		-	<b>(\$1,043,804)</b>	-	<b>(\$608,085)</b>
<b>Total Salaries</b>		<b>45.0</b>	<b>\$2,580,087</b>	<b>45.0</b>	<b>\$2,845,452</b>
<b>Benefits</b>					
Payroll Accrual			15,468		16,184
FICA			202,079		206,220
Retiree Health			162,523		170,727
Health Benefits			279,850		303,264
Retirement			627,735		701,116
<b>Subtotal</b>			<b>\$1,287,655</b>		<b>\$1,397,511</b>
<b>Total Salaries and Benefits</b>		<b>45.0</b>	<b>\$3,867,742</b>	<b>45.0</b>	<b>\$4,242,963</b>
<b>Cost Per FTE Position (Excluding Temporary and Seasonal)</b>			<b>\$85,950</b>		<b>\$94,288</b>
<b>Statewide Benefit Assessment</b>			<b>\$110,835</b>		<b>\$122,354</b>
<b>Payroll Costs</b>		<b>45.0</b>	<b>\$3,978,577</b>	<b>45.0</b>	<b>\$4,365,317</b>
<b>Purchased Services</b>					
Other Contracts			130,400		400
Buildings and Ground Maintenance			100		100
<b>Subtotal</b>			<b>\$130,500</b>		<b>\$500</b>
<b>Total Personnel</b>		<b>45.0</b>	<b>\$4,109,077</b>	<b>45.0</b>	<b>\$4,365,817</b>
<b>Distribution By Source Of Funds</b>					
General Revenue		45.0	\$4,109,077	45.0	\$4,365,817
<b>Total All Funds</b>		<b>45.0</b>	<b>\$4,109,077</b>	<b>45.0</b>	<b>\$4,365,817</b>

# Agency

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## Office Of Lieutenant Governor

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### Agency Mission

To fulfill the constitutional and statutory functions of the law for the Office of Lieutenant Governor.

### Agency Description

The Lieutenant Governor was established as one of the five general offices subject to voter election under the Constitution of Rhode Island. The Office of the Lieutenant Governor is an organization within the Executive Department. The Lieutenant Governor fulfills the executive responsibilities of the Governor upon his/her death, resignation, impeachment or inability to serve. The Lieutenant Governor appoints members of the general public to serve on committees and commissions established by the General Assembly. Additionally, the Lieutenant Governor chairs and serves on various commissions and advisory boards. The Lieutenant Governor was named as chair of Rhode Island Healthcare Reform Commission by executive order in January of 2011. The Office of the Lieutenant Governor initiates legislation and has assumed advocacy and leadership roles in such areas as emergency management, veterans affairs, education, economic development, the environment, long-term care, health care and elderly affairs. The Office also serves as a liaison between citizens and state agencies.

### Statutory History

Article IX, Sections 1 and 9 through 11 of the Constitution of Rhode Island specify the Lieutenant Governor's elected power, duties in the case of death, resignation, impeachment of the Governor, responsibilities in the case of a vacancy of position, and compensation. Article IV, Sections 1 and 3 of the Constitution of Rhode Island address the quadrennial election process by the voters of Rhode Island and the transition responsibility for the Lieutenant Governor.

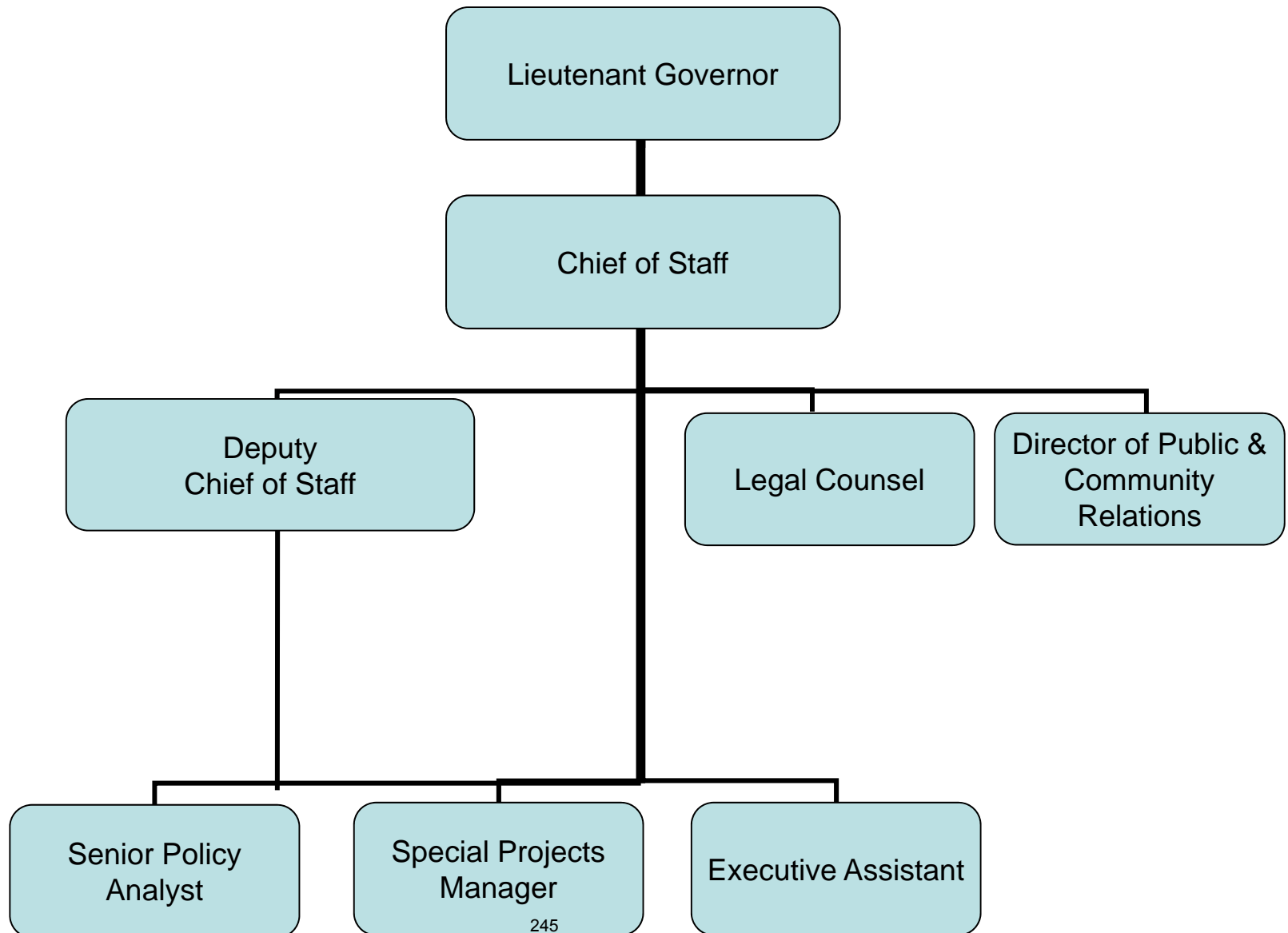
# Budget

## Office Of Lieutenant Governor

	FY 2013 Audited	FY 2014 Audited	FY 2015 Enacted	FY 2015 Revised	FY 2016 Recommend
<b>Expenditures By Program</b>					
Lt. Governor's Office - General	1,243,608	2,673,290	1,089,434	1,064,842	1,292,621
<b>Total Expenditures</b>	<b>\$1,243,608</b>	<b>\$2,673,290</b>	<b>\$1,089,434</b>	<b>\$1,064,842</b>	<b>\$1,292,621</b>
<b>Expenditures By Object</b>					
Personnel	1,216,901	2,426,953	1,040,901	982,628	1,103,907
Operating Supplies and Expenses	21,529	143,973	47,783	69,464	87,964
Assistance and Grants	-	100,000	-	12,000	100,000
<b>Subtotal: Operating Expenditures</b>	<b>1,238,430</b>	<b>2,670,926</b>	<b>1,088,684</b>	<b>1,064,092</b>	<b>1,291,871</b>
Capital Purchases and Equipment	5,178	2,364	750	750	750
<b>Total Expenditures</b>	<b>\$1,243,608</b>	<b>\$2,673,290</b>	<b>\$1,089,434</b>	<b>\$1,064,842</b>	<b>\$1,292,621</b>
<b>Expenditures By Funds</b>					
General Revenue	942,140	957,446	1,015,084	1,007,208	1,227,621
Federal Funds	301,468	1,583,196	74,350	40,134	65,000
Restricted Receipts	-	132,648	-	17,500	-
<b>Total Expenditures</b>	<b>\$1,243,608</b>	<b>\$2,673,290</b>	<b>\$1,089,434</b>	<b>\$1,064,842</b>	<b>\$1,292,621</b>
<b>FTE Authorization</b>	<b>8.0</b>	<b>8.0</b>	<b>8.0</b>	<b>8.0</b>	<b>8.0</b>

# The Agency

## Office of Lieutenant Governor



# Personnel

## Office Of Lieutenant Governor Lt. Governor's Office - General

	Grade	FY 2015		FY 2016	
		FTE	Cost	FTE	Cost
<b>Unclassified</b>					
CHIEF OF STAFF (LT GOV)	08444A	1.0	130,685	1.0	133,299
LIEUTENANT GOVERNOR	00531F	1.0	113,223	1.0	117,637
DIRECTOR OF PUBLIC & COMMUNITY RELATIONS	08455A	1.0	79,807	1.0	81,403
DEPUTY CHIEF OF STAFF (LT GOVERNOR)	08437A	1.0	94,438	1.0	96,327
LEGAL COUNSEL	08426A	-	-	1.0	70,273
SENIOR POLICY ANALYST (LT GOVERNOR)	08427A	1.0	58,538	1.0	59,709
HEALTH POLICY DIRECTOR (LT GOV)	08431A	1.0	68,895	-	-
SPECIAL PROJECTS MANAGER	08422A	1.0	51,964	1.0	53,003
EXECUTIVE ASSISTANT	08436A	1.0	58,538	1.0	59,709
<b>Subtotal</b>		<b>8.0</b>	<b>\$656,088</b>	<b>8.0</b>	<b>\$671,360</b>
Turnover		-	(64,957)	-	(669)
<b>Subtotal</b>		-	<b>(\$64,957)</b>	-	<b>(\$669)</b>
<b>Total Salaries</b>		<b>8.0</b>	<b>\$591,131</b>	<b>8.0</b>	<b>\$670,691</b>
<b>Benefits</b>					
Payroll Accrual			4,601		3,795
FICA			47,859		50,409
Retiree Health			43,129		40,240
Health Benefits			79,350		107,951
Retirement			141,559		161,233
<b>Subtotal</b>			<b>\$316,498</b>		<b>\$363,628</b>
<b>Total Salaries and Benefits</b>		<b>8.0</b>	<b>\$907,629</b>	<b>8.0</b>	<b>\$1,034,319</b>
<b>Cost Per FTE Position (Excluding Temporary and Seasonal)</b>			<b>\$113,454</b>		<b>\$129,290</b>
<b>Statewide Benefit Assessment</b>			<b>\$34,249</b>		<b>\$28,838</b>
<b>Payroll Costs</b>		<b>8.0</b>	<b>\$941,878</b>	<b>8.0</b>	<b>\$1,063,157</b>
<b>Purchased Services</b>					
Other Contracts			40,750		40,750
<b>Subtotal</b>			<b>\$40,750</b>		<b>\$40,750</b>
<b>Total Personnel</b>		<b>8.0</b>	<b>\$982,628</b>	<b>8.0</b>	<b>\$1,103,907</b>
<b>Distribution By Source Of Funds</b>					
General Revenue		7.0	\$958,494	8.0	\$1,103,907
Federal Funds		1.0	\$24,134	-	-
<b>Total All Funds</b>		<b>8.0</b>	<b>\$982,628</b>	<b>8.0</b>	<b>\$1,103,907</b>

# Agency

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## Department Of State

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### Agency Mission

The objective of the Office of the Secretary of State is to effectively administer all activities of the Office prescribed by the Rhode Island Constitution and state law. To make it easier to vote and improve public access to government at all levels by collecting and distributing information as widely as possible and making information available electronically. To create jobs and promote economic development by offering programs and services that make it easier for business to grow.

### Agency Description

The Office of the Secretary of State was established under the Rhode Island Constitution as one of the five general offices subject to voter election. As the custodian of state records, the Office has a vital role in providing the public with basic information about the workings of state government. The Office consists of six divisions and one internal service fund.

### Statutory History

Article IV, paragraph 4 of the Rhode Island State Constitution, and R.I.G.L. 42-8 establish the Secretary of State and address areas concerning elections, legislative records, archives, and distribution and exchange of documents; Title 17 Chapters 14, 15 and 22 also refer to elections; Title 19 Chapter 1 refers to corporations; Title 29 establishes the state library and the Legislative Reference Bureau; Title 29 Chapter 1 also refers to the distribution of documents.

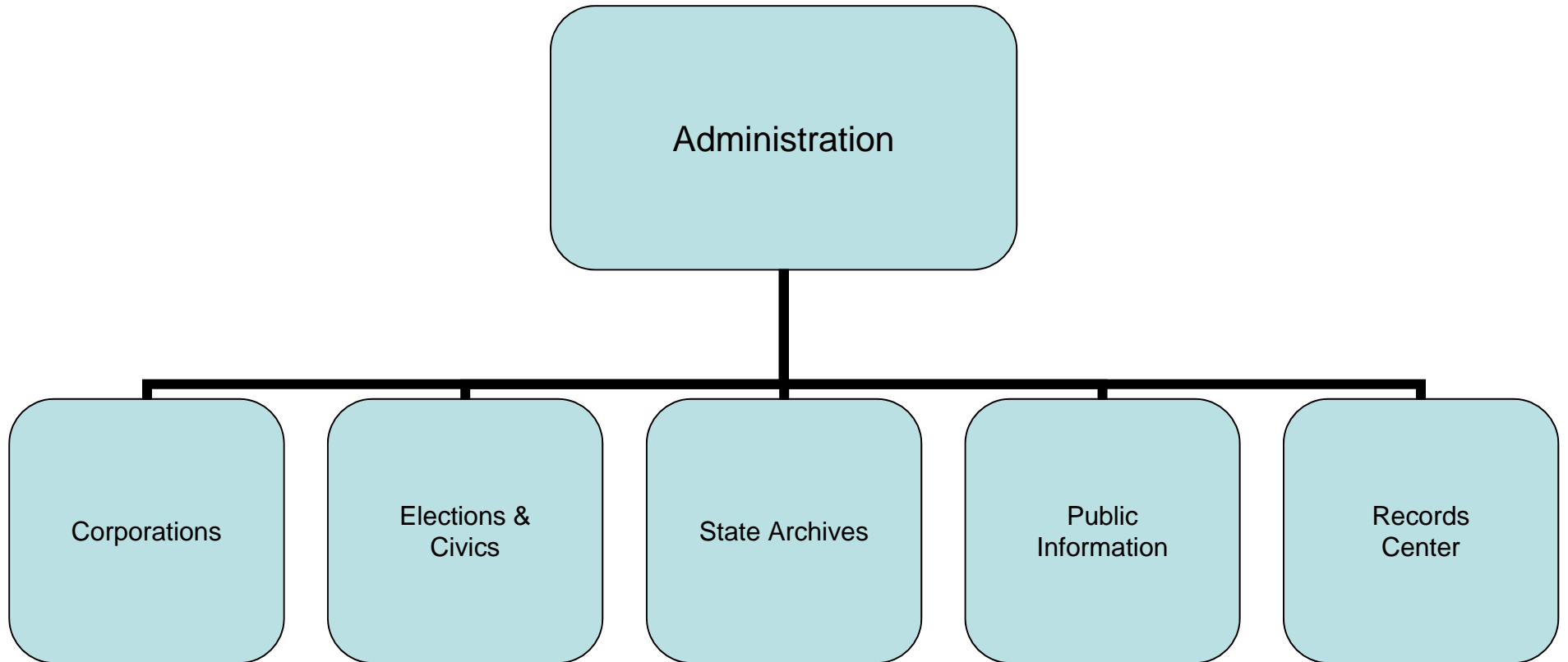
# Budget

## Department Of State

	FY 2013 Audited	FY 2014 Audited	FY 2015 Enacted	FY 2015 Revised	FY 2016 Recommend
<b>Expenditures By Program</b>					
Administration	1,995,449	2,197,843	2,205,748	2,264,550	2,553,390
Corporations	2,074,434	2,139,634	2,278,601	2,242,682	2,302,691
State Archives	590,173	546,484	584,018	681,338	653,374
Elections and Civics	1,686,642	768,952	1,636,292	1,629,858	1,017,899
State Library	598,440	519,444	521,178	543,537	536,744
Office of Public Information	368,703	496,156	1,141,118	573,181	907,786
<i>Internal Services</i>	<i>[854,869]</i>	<i>[870,625]</i>	<i>[882,436]</i>	<i>[874,022]</i>	<i>[813,687]</i>
<b>Total Expenditures</b>	<b>\$7,313,841</b>	<b>\$6,668,513</b>	<b>\$8,366,955</b>	<b>\$7,935,146</b>	<b>\$7,971,884</b>
<b>Expenditures By Object</b>					
Personnel	5,219,821	5,333,698	5,712,487	5,555,267	6,010,095
Operating Supplies and Expenses	1,831,199	1,060,999	2,403,856	2,077,878	1,288,931
Assistance and Grants	135,299	134,635	135,611	135,611	135,611
<b>Subtotal: Operating Expenditures</b>	<b>7,186,319</b>	<b>6,529,332</b>	<b>8,251,954</b>	<b>7,768,756</b>	<b>7,434,637</b>
Capital Purchases and Equipment	127,522	139,181	115,001	166,390	537,247
<b>Total Expenditures</b>	<b>\$7,313,841</b>	<b>\$6,668,513</b>	<b>\$8,366,955</b>	<b>\$7,935,146</b>	<b>\$7,971,884</b>
<b>Expenditures By Funds</b>					
General Revenue	6,810,969	6,196,251	7,337,203	7,296,007	6,936,530
Federal Funds	2,541	16,040	-	34,123	-
Restricted Receipts	500,331	456,222	529,752	541,262	599,108
Operating Transfers from Other Funds	-	-	500,000	63,754	436,246
<b>Total Expenditures</b>	<b>\$7,313,841</b>	<b>\$6,668,513</b>	<b>\$8,366,955</b>	<b>\$7,935,146</b>	<b>\$7,971,884</b>
<b>FTE Authorization</b>	<b>57.0</b>	<b>57.0</b>	<b>57.0</b>	<b>57.0</b>	<b>57.0</b>

# The Agency

Office of the Secretary of State





# The Program

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## Department Of State Administration

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### **Program Mission**

To provide administrative support for the efficient and secure operation of the Office of the Secretary of State.

### **Program Description**

The Administration Program provides support functions for the Office of the Secretary of State. The program has six functions, with the responsibilities of each described below.

Personnel maintains personnel records and provides administrative support for payroll and personnel matters.

Fiscal Management monitors accounts payable and accounts receivable for the department and prepares the budget for the Office of the Secretary of State.

E-government and Information Technology develops and implements model e-government solutions to collect and distribute information to the public and provides support for the department's computer systems for the Office.

Constituent Affairs collects and distributes information to the public and coordinates responses to inquiries from the public.

Communications communicates the programs and services offered to Rhode Islanders and serves as the liaison with the media.

Policy and Legislative Affairs researches, plans and develops innovative policy initiatives that serve as models for the country and develops legislation for passage that moves those policy initiatives forward.

### **Statutory History**

The Office of the Secretary of State was established by the Rhode Island Constitution as one of the five general offices subject to voter election. R.I.G.L. 42-8 established the Department of State under the Secretary of State. The Secretary of State is also responsible for the duties contained in R.I.G.L. 22-3-14 and 36-1-4.

# Personnel

## Department Of State Agency Summary

	Grade	FY 2015		FY 2016	
		FTE	Cost	FTE	Cost
Unclassified		57.0	3,750,815	57.0	3,791,066
<b>Subtotal</b>		<b>57.0</b>	<b>\$3,750,815</b>	<b>57.0</b>	<b>\$3,791,066</b>
Turnover		-	(\$198,192)	-	(\$71,430)
<b>Subtotal</b>		<b>-</b>	<b>(\$198,192)</b>	<b>-</b>	<b>(\$71,430)</b>
<b>Total Salaries</b>		<b>57.0</b>	<b>\$3,552,623</b>	<b>57.0</b>	<b>\$3,719,636</b>
<b>Benefits</b>					
Payroll Accrual			19,970		20,858
FICA			269,517		282,410
Retiree Health			242,507		226,155
Health Benefits			631,698		774,986
Retirement			860,613		911,668
<b>Subtotal</b>			<b>\$2,024,305</b>		<b>\$2,216,077</b>
<b>Total Salaries and Benefits</b>		<b>57.0</b>	<b>\$5,576,928</b>	<b>57.0</b>	<b>\$5,935,713</b>
<b>Cost Per FTE Position (Excluding Temporary and Seasonal)</b>			<b>\$97,841</b>		<b>\$104,135</b>
<b>Statewide Benefit Assessment</b>			<b>\$151,214</b>		<b>\$158,396</b>
<b>Payroll Costs</b>		<b>57.0</b>	<b>\$5,728,142</b>	<b>57.0</b>	<b>\$6,094,109</b>
<b>Purchased Services</b>					
Information Technology			195,000		246,000
University and College Services			12,750		15,000
Legal Services			95,000		70,000
Training and Educational Services			135		135
<b>Subtotal</b>			<b>\$302,885</b>		<b>\$331,135</b>
<b>Total Personnel</b>		<b>57.0</b>	<b>\$6,031,027</b>	<b>57.0</b>	<b>\$6,425,244</b>
<b>Distribution By Source Of Funds</b>					
General Revenue		49.0	\$5,137,668	49.0	\$5,591,289
Restricted Receipts		4.0	\$417,599	4.0	\$418,806
Other Funds		4.0	\$475,760	4.0	\$415,149
<b>Total All Funds</b>		<b>57.0</b>	<b>\$6,031,027</b>	<b>57.0</b>	<b>\$6,425,244</b>

# The Budget

## Department Of State Administration

	2013 Audited	2014 Audited	2015 Enacted	2015 Revised	2016 Recommend
<b>Expenditures By Subprogram</b>					
Administration	971,149	1,078,497	1,142,902	1,289,099	1,293,871
Personnel and Finance	476,725	481,648	476,148	347,479	435,228
Information Technology	547,575	637,698	586,698	627,972	824,291
<b>Total Expenditures</b>	<b>\$1,995,449</b>	<b>\$2,197,843</b>	<b>\$2,205,748</b>	<b>\$2,264,550</b>	<b>\$2,553,390</b>
<b>Expenditures By Object</b>					
Personnel	1,818,536	2,006,998	2,020,690	2,052,885	2,309,920
Operating Supplies and Expenses	130,506	143,583	138,682	177,654	211,094
Assistance and Grants	664	-	976	976	976
<b>Subtotal: Operating Expenditures</b>	<b>1,949,706</b>	<b>2,150,581</b>	<b>2,160,348</b>	<b>2,231,515</b>	<b>2,521,990</b>
Capital Purchases and Equipment	45,743	47,262	45,400	33,035	31,400
<b>Total Expenditures</b>	<b>\$1,995,449</b>	<b>\$2,197,843</b>	<b>\$2,205,748</b>	<b>\$2,264,550</b>	<b>\$2,553,390</b>
<b>Expenditures By Funds</b>					
General Revenue	1,995,449	2,197,843	2,205,748	2,264,550	2,553,390
<b>Total Expenditures</b>	<b>\$1,995,449</b>	<b>\$2,197,843</b>	<b>\$2,205,748</b>	<b>\$2,264,550</b>	<b>\$2,553,390</b>

# Personnel

## Department Of State Administration

	Grade	FY 2015		FY 2016	
		FTE	Cost	FTE	Cost
<b>Unclassified</b>					
COMMUNICATIONS DIRECTOR/SENIOR ADVISOR	08646A	1.0	148,097	1.0	126,951
DEPUTY SOS/CHIEF OF STAFF	08646A	1.0	124,951	1.0	124,951
SECRETARY OF STATE	00531F	1.0	108,808	1.0	117,637
DEPUTY SOS/DIRECTOR OF ADMINISTRATION	08646A	1.0	89,667	1.0	128,295
COMMUNITY RELATIONS & ADVANCE	08627A	1.0	86,403	1.0	57,177
EXECUTIVE ASSISTANT COMMUNICATION & CHIEF INNOVATION OFFICER	08633A 08640A	1.0 1.0	84,673 78,984	1.0 1.0	88,213 98,340
DIRECTOR OF FINANCE AND PERSONNEL	08638A	1.0	77,782	1.0	88,798
SENIOR PROGRAMMER	08633A	1.0	70,466	1.0	73,043
ADMINISTRATIVE ASSISTANT	05325A	2.0	129,105	2.0	131,686
SENIOR GRAPHICS DESIGNER (SECRETARY OF COMPUTER PROGRAMMER (SECRETARY OF STATE)	05326A 08625A	1.0 1.0	62,739 60,126	1.0 1.0	62,739 67,885
PROJECT MANAGER	08624A	1.0	55,862	1.0	55,862
LEGISLATIVE AFFAIRS	08636A	1.0	51,977	1.0	81,048
EXECUTIVE ASSISTANT	08624A	1.0	50,992	1.0	51,064
VISITOR CENTER MANAGER	05319A	1.0	38,566	1.0	38,566
COMMUNICATIONS ASSISTANT	08613A	1.0	35,756	1.0	36,539
ADMINISTRATIVE ASSISTANT	08619A	-	-	-	38,566
<b>Subtotal</b>		<b>18.0</b>	<b>\$1,354,954</b>	<b>18.0</b>	<b>\$1,467,360</b>
Turnover		-	(40,028)	-	(29,145)
<b>Subtotal</b>		-	<b>(\$40,028)</b>	-	<b>(\$29,145)</b>
<b>Total Salaries</b>		<b>18.0</b>	<b>\$1,314,926</b>	<b>18.0</b>	<b>\$1,438,215</b>
<b>Benefits</b>					
Payroll Accrual			7,394		8,073
FICA			98,332		108,798
Retiree Health			93,086		90,712
Health Benefits			170,759		256,753
Retirement			312,362		346,042
<b>Subtotal</b>			<b>\$681,933</b>		<b>\$810,378</b>
<b>Total Salaries and Benefits</b>		<b>18.0</b>	<b>\$1,996,859</b>	<b>18.0</b>	<b>\$2,248,593</b>
<b>Cost Per FTE Position (Excluding Temporary and Seasonal)</b>			<b>\$110,937</b>		<b>\$124,922</b>
<b>Statewide Benefit Assessment</b>			<b>\$56,026</b>		<b>\$61,327</b>
<b>Payroll Costs</b>		<b>18.0</b>	<b>\$2,052,885</b>	<b>18.0</b>	<b>\$2,309,920</b>
<b>Total Personnel</b>		<b>18.0</b>	<b>\$2,052,885</b>	<b>18.0</b>	<b>\$2,309,920</b>
<b>Distribution By Source Of Funds</b>					
General Revenue		18.0	\$2,052,885	18.0	\$2,309,920
<b>Total All Funds</b>		<b>18.0</b>	<b>\$2,052,885</b>	<b>18.0</b>	<b>\$2,309,920</b>

# The Program

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## Department Of State Corporations

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### **Program Mission**

To serve as the official agent and record keeper on behalf of the State of Rhode Island for all official corporate filings, UCC filings, and Notary/Trademark applications and to provide requested information concerning the data from the program.

### **Program Description**

Corporations maintains filings for active and inactive Rhode Island and foreign business corporations, nonprofit corporations, limited partnerships and limited liability companies. Corporate information is maintained in a computer database.

Online access is provided to the following public databases: Corporate Database, New Entities Listing, Rejected Documents Look-Up, Corporate Card Catalog Look-Up, UCC Search, Trademark/Service Mark Database, Notary Public Look-Up, Verify an Issued Certificate, and Verify an Issued Apostille. Business and UCC filers can file electronically.

Additionally, the Corporations Division encompasses six (6) service sections: Business Filings, Uniform Commercial Code, Trademark & Service Mark, Notary Public, Certification/Authentication and the First Stop Business Information Center.

### **Statutory History**

The functions of the Division of Business Services are outlined in Chapters 1, 1.2 – 16 of Title 7 Corporations & Partnerships; Chapter 6-2 Registration and Protection of Trademarks; Chapter 6A-9 Secured Transactions; Chapter 42-30 Notaries and Justice of the Peace; and Chapter 11-50 Games of Chance, and Chapter 42-132 Business Fast-Start Office.

# The Budget

## Department Of State Corporations

	2013 Audited	2014 Audited	2015 Enacted	2015 Revised	2016 Recommend
<b>Expenditures By Subprogram</b>					
Corporations	1,791,089	1,954,596	2,018,136	2,083,534	2,141,239
First Stop Business Inf.	283,345	185,038	260,465	159,148	161,452
<b>Total Expenditures</b>	<b>\$2,074,434</b>	<b>\$2,139,634</b>	<b>\$2,278,601</b>	<b>\$2,242,682</b>	<b>\$2,302,691</b>
<b>Expenditures By Object</b>					
Personnel	1,686,183	1,736,448	1,890,475	1,844,720	1,900,793
Operating Supplies and Expenses	365,298	382,932	378,826	388,662	392,598
<b>Subtotal: Operating Expenditures</b>	<b>2,051,481</b>	<b>2,119,380</b>	<b>2,269,301</b>	<b>2,233,382</b>	<b>2,293,391</b>
Capital Purchases and Equipment	22,953	20,254	9,300	9,300	9,300
<b>Total Expenditures</b>	<b>\$2,074,434</b>	<b>\$2,139,634</b>	<b>\$2,278,601</b>	<b>\$2,242,682</b>	<b>\$2,302,691</b>
<b>Expenditures By Funds</b>					
General Revenue	2,074,434	2,139,634	2,278,601	2,242,682	2,302,691
<b>Total Expenditures</b>	<b>\$2,074,434</b>	<b>\$2,139,634</b>	<b>\$2,278,601</b>	<b>\$2,242,682</b>	<b>\$2,302,691</b>

# Personnel

## Department Of State Corporations

	Grade	FY 2015		FY 2016	
		FTE	Cost	FTE	Cost
<b>Unclassified</b>					
DIRECTOR CORPORATIONS (SECRETARY OF STATE)	08635A	1.0	98,071	1.0	100,033
RESEARCH AIDE	08610A	1.0	35,084	1.0	35,084
ADMINISTRATIVE ASST (SECRETARY OF STATE)	05326A	1.0	71,702	1.0	73,136
ADMINISTRATIVE ASSISTANT	05322A	1.0	53,382	1.0	54,450
ADMINISTRATIVE ASSISTANT	05319A	7.0	359,404	7.0	366,593
ADMINISTRATIVE ASSISTANT	05316A	11.0	532,335	11.0	494,974
INTERN	00274H	-	12,000	-	12,000
<b>Subtotal</b>		<b>22.0</b>	<b>\$1,161,978</b>	<b>22.0</b>	<b>\$1,136,270</b>
Turnover		-	(50,507)	-	(21,627)
<b>Subtotal</b>		<b>-</b>	<b>(\$50,507)</b>	<b>-</b>	<b>(\$21,627)</b>
<b>Total Salaries</b>		<b>22.0</b>	<b>\$1,111,471</b>	<b>22.0</b>	<b>\$1,114,643</b>
<b>Benefits</b>					
Payroll Accrual			6,246		6,245
FICA			85,026		85,269
Retiree Health			74,212		66,158
Health Benefits			245,385		271,792
Retirement			275,103		279,272
<b>Subtotal</b>			<b>\$685,972</b>		<b>\$708,736</b>
<b>Total Salaries and Benefits</b>		<b>22.0</b>	<b>\$1,797,443</b>	<b>22.0</b>	<b>\$1,823,379</b>
<b>Cost Per FTE Position (Excluding Temporary and Seasonal)</b>			<b>\$81,702</b>		<b>\$82,881</b>
<b>Statewide Benefit Assessment</b>			<b>\$47,277</b>		<b>\$47,414</b>
<b>Payroll Costs</b>		<b>22.0</b>	<b>\$1,844,720</b>	<b>22.0</b>	<b>\$1,870,793</b>
<b>Purchased Services</b>					
Legal Services			-		30,000
<b>Subtotal</b>			<b>-</b>		<b>\$30,000</b>
<b>Total Personnel</b>		<b>22.0</b>	<b>\$1,844,720</b>	<b>22.0</b>	<b>\$1,900,793</b>
<b>Distribution By Source Of Funds</b>					
General Revenue		22.0	\$1,844,720	22.0	\$1,900,793
<b>Total All Funds</b>		<b>22.0</b>	<b>\$1,844,720</b>	<b>22.0</b>	<b>\$1,900,793</b>

# The Program

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## Department Of State State Archives

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### **Program Mission**

To provide comprehensive archives and records management services for all public records in the State; to provide information on the preservation of historical records; and to provide information from and access to the State government archives.

### **Program Description**

The State Archives is the Division of the Department of State charged with preserving and maintaining the permanent records of state government. The "State Archives and Historical Records Act" created the State Archives as the "official custodian and trustee for the state of all public records of permanent historical, legal or other value". The collection of historical records, dating from 1638 to the present, is available to the public for research. Archives staff provides reference assistance to researchers at the Archives facility, and by mail, phone, and e-mail. Publications, guides and finding aids to the collections are available onsite and through the Internet, as well as an online catalog. The State Archives also features exhibits and displays that are free and open to the public in addition to online virtual exhibits.

The Division operates the Local Government Records Program, which was established in 1992 with federal grant funding from the National Historical Publications and Records Commission. The program was designed to provide advisory and technical services relating to records and archives for local governments in the state. The 1993 Session of the General Assembly passed legislation establishing the Historical Records Trust, a restricted receipt account, which now provides funding for this program and for the Division. The program provides records management advice, assistance and consultation to all departments of municipal government, as well as developing records control schedules that govern the retention and disposition of municipal records. The program actively works with Town and City Clerks to better preserve and administer the historical records in their care. Workshops and talks are provided to municipal personnel about records management functions and archival records administration and preservation. In conjunction with the Public Records Administration, the program also publishes guidelines and regulations about records and records issues.

### **Statutory History**

The authority of the State Archives is granted from Rhode Island General Law sections 42-8.1, 38-1 and 38-3. Functions of the State Archives are also outlined in Public Law 1989, Chapter 341, Public Law 1992, Chapter 241, Public Law 1993, Chapters 385 & 417, and Public Law 2007, Chapter 73, Article 36.



# The Budget

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## Department Of State State Archives

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	2013 Audited	2014 Audited	2015 Enacted	2015 Revised	2016 Recommend
<b>Expenditures By Subprogram</b>					
Operations	590,173	546,484	584,018	681,338	653,374
<b>Total Expenditures</b>	<b>\$590,173</b>	<b>\$546,484</b>	<b>\$584,018</b>	<b>\$681,338</b>	<b>\$653,374</b>
<b>Expenditures By Object</b>					
Personnel	347,154	347,481	352,330	417,599	418,806
Operating Supplies and Expenses	240,738	194,635	227,638	259,689	230,518
<b>Subtotal: Operating Expenditures</b>	<b>587,892</b>	<b>542,116</b>	<b>579,968</b>	<b>677,288</b>	<b>649,324</b>
Capital Purchases and Equipment	2,281	4,368	4,050	4,050	4,050
<b>Total Expenditures</b>	<b>\$590,173</b>	<b>\$546,484</b>	<b>\$584,018</b>	<b>\$681,338</b>	<b>\$653,374</b>
<b>Expenditures By Funds</b>					
General Revenue	89,842	101,102	69,266	155,076	69,266
Restricted Receipts	500,331	445,382	514,752	526,262	584,108
<b>Total Expenditures</b>	<b>\$590,173</b>	<b>\$546,484</b>	<b>\$584,018</b>	<b>\$681,338</b>	<b>\$653,374</b>

# Personnel

## Department Of State State Archives

	Grade	FY 2015		FY 2016	
		FTE	Cost	FTE	Cost
<b>Unclassified</b>					
DIRECTOR OF ARCHIVES & RECORDS	08634A	1.0	94,691	1.0	96,585
SENIOR MONITORING AND EVALUATION	05325A	1.0	65,987	1.0	67,306
SENIOR INFORMATION AND PUBLIC RELATION	05324A	1.0	63,264	1.0	64,529
ADMINISTRATIVE AIDE	05315A	1.0	41,819	1.0	42,656
<b>Subtotal</b>		<b>4.0</b>	<b>\$265,761</b>	<b>4.0</b>	<b>\$271,076</b>
Turnover		-	-	-	(5,315)
<b>Subtotal</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>(\$5,315)</b>
<b>Total Salaries</b>		<b>4.0</b>	<b>\$265,761</b>	<b>4.0</b>	<b>\$265,761</b>
<b>Benefits</b>					
Payroll Accrual			1,510		1,505
FICA			20,331		20,331
Retiree Health			17,939		15,945
Health Benefits			35,181		37,562
Retirement			65,450		66,275
<b>Subtotal</b>			<b>\$140,411</b>		<b>\$141,618</b>
<b>Total Salaries and Benefits</b>		<b>4.0</b>	<b>\$406,172</b>	<b>4.0</b>	<b>\$407,379</b>
<b>Cost Per FTE Position (Excluding Temporary and Seasonal)</b>			<b>\$101,543</b>		<b>\$101,845</b>
<b>Statewide Benefit Assessment</b>			<b>\$11,427</b>		<b>\$11,427</b>
<b>Payroll Costs</b>		<b>4.0</b>	<b>\$417,599</b>	<b>4.0</b>	<b>\$418,806</b>
<b>Total Personnel</b>		<b>4.0</b>	<b>\$417,599</b>	<b>4.0</b>	<b>\$418,806</b>
<b>Distribution By Source Of Funds</b>					
Restricted Receipts		4.0	\$417,599	4.0	\$418,806
<b>Total All Funds</b>		<b>4.0</b>	<b>\$417,599</b>	<b>4.0</b>	<b>\$418,806</b>

# The Program

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## Department Of State Elections and Civics

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### **Program Mission**

To provide efficient election services and preparation of all elections-federal, statewide and municipal-as required by statute. To provide an accurate and timely statewide central voter registration system (CVRS) as mandated by HAVA and to make improvements to the CVRS to allow for a more efficient and accurate electoral process. To continue to provide concise, accurate, and timely information to the voters of Rhode Island in the form of a ballot and voter information booklet with respect to referenda.

### **Program Description**

The Elections and Civics program is responsible for the preparation of both statewide and municipal elections. This preparation includes providing municipalities with necessary forms for candidate declarations, endorsements, nomination signatures, and candidate certification.

The Elections and Civics Division has the responsibility of certifying all federal and state candidates for ballot placement, and for receiving and maintaining files for local candidates ballot placement as certified by local canvassing authorities. Accordingly, Elections and Civics sets the ballot layout and prepares and provides all sample ballots and voting machine ballots as mandated by law. The preparation and printing of all sample ballots and related forms and applications are also the responsibility of Elections and Civics, as well the processing of mail ballots applications and the actual mailing of ballots.

Elections and Civics is also responsible for maintaining the new statewide central voter registration system (CVRS) as mandated under the federal Help America Vote Act (HAVA) that contains all voter information and related data. The CVRS is a real-time system that is accessed and updated by all 39 cities and towns. Elections and Civics is responsible for the training of all local users and the maintenance and support of the CVRS application and related applications as well as all related hardware provided to the cities and towns. Elections and Civics also has the responsibility of preparing and distributing the Voter Handbook prior to each general election at which public questions are to be submitted to the voters.

The Elections and Civics division provides necessary voter assistance and education, including the publication of numerous guides for candidates, election officials, and voters. In addition to providing hard copy material, Elections and Civics provides ballot information, polling place locations, and copies of all publications on the World Wide Web.

### **Statutory History**

The Elections and Civics Division operates under Title 17 of the R.I.G.L

# The Budget

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## Department Of State Elections and Civics

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	2013 Audited	2014 Audited	2015 Enacted	2015 Revised	2016 Recommend
<b>Expenditures By Subprogram</b>					
Operations	1,686,642	768,952	1,636,292	1,629,858	1,017,899
<b>Total Expenditures</b>	<b>\$1,686,642</b>	<b>\$768,952</b>	<b>\$1,636,292</b>	<b>\$1,629,858</b>	<b>\$1,017,899</b>
<b>Expenditures By Object</b>					
Personnel	604,072	431,598	506,673	426,670	586,403
Operating Supplies and Expenses	1,032,080	275,816	1,077,538	1,151,107	379,415
<b>Subtotal: Operating Expenditures</b>	<b>1,636,152</b>	<b>707,414</b>	<b>1,584,211</b>	<b>1,577,777</b>	<b>965,818</b>
Capital Purchases and Equipment	50,490	61,538	52,081	52,081	52,081
<b>Total Expenditures</b>	<b>\$1,686,642</b>	<b>\$768,952</b>	<b>\$1,636,292</b>	<b>\$1,629,858</b>	<b>\$1,017,899</b>
<b>Expenditures By Funds</b>					
General Revenue	1,684,101	752,912	1,636,292	1,595,735	1,017,899
Federal Funds	2,541	16,040	-	34,123	-
<b>Total Expenditures</b>	<b>\$1,686,642</b>	<b>\$768,952</b>	<b>\$1,636,292</b>	<b>\$1,629,858</b>	<b>\$1,017,899</b>

# Personnel

## Department Of State Elections and Civics

	Grade	FY 2015		FY 2016	
		FTE	Cost	FTE	Cost
<b>Unclassified</b>					
PROJECT MANAGER (SECRETARY OF STATE)	08632A	1.0	88,030	1.0	89,790
DIRECTOR OF ELECTIONS AND CIVICS	08636A	1.0	80,953	1.0	82,572
ADMINISTRATIVE ASSISTANT	08615A	1.0	37,333	1.0	38,300
INTERN	00274H	-	12,000	-	12,000
<b>Subtotal</b>		<b>3.0</b>	<b>\$218,316</b>	<b>3.0</b>	<b>\$222,662</b>
Turnover		-	(75,492)	-	(1,760)
<b>Subtotal</b>		<b>-</b>	<b>(\$75,492)</b>	<b>-</b>	<b>(\$1,760)</b>
<b>Total Salaries</b>		<b>3.0</b>	<b>\$142,824</b>	<b>3.0</b>	<b>\$220,902</b>
<b>Benefits</b>					
Payroll Accrual			743		1,183
FICA			10,926		15,981
Retiree Health			8,831		12,534
Health Benefits			25,883		50,805
Retirement			31,838		51,015
<b>Subtotal</b>			<b>\$78,221</b>		<b>\$131,518</b>
<b>Total Salaries and Benefits</b>		<b>3.0</b>	<b>\$221,045</b>	<b>3.0</b>	<b>\$352,420</b>
<b>Cost Per FTE Position (Excluding Temporary and Seasonal)</b>			<b>\$73,682</b>		<b>\$117,473</b>
<b>Statewide Benefit Assessment</b>			<b>\$5,625</b>		<b>\$8,983</b>
<b>Payroll Costs</b>		<b>3.0</b>	<b>\$226,670</b>	<b>3.0</b>	<b>\$361,403</b>
<b>Purchased Services</b>					
Information Technology			155,000		215,000
Legal Services			45,000		10,000
<b>Subtotal</b>			<b>\$200,000</b>		<b>\$225,000</b>
<b>Total Personnel</b>		<b>3.0</b>	<b>\$426,670</b>	<b>3.0</b>	<b>\$586,403</b>
<b>Distribution By Source Of Funds</b>					
General Revenue		3.0	\$426,670	3.0	\$586,403
<b>Total All Funds</b>		<b>3.0</b>	<b>\$426,670</b>	<b>3.0</b>	<b>\$586,403</b>

# The Program

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## Department Of State State Library

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### **Program Mission**

To effectively operate and maintain the library facilities in the State House and to provide timely reference and research services to the public.

### **Program Description**

The State Library is responsible for providing reference and research services in the areas of law, legislation, rules and regulations, government reports, and Rhode Island history. This division operates and maintains the Legislative Reference Bureau that provides information on state laws and legislation. The State Library performs original cataloging for all state publications and maintains an online catalog of its holdings. The State Library is also a Federal Government Publications Depository and serves as the State Publications Clearinghouse, providing copies of state documents to facilities throughout Rhode Island. The Library is open to the public.

### **Statutory History**

The State Library was established by a resolution of the General Assembly in 1852. Statutory authority is granted in R.I.G.L. 29-1. The authority to act as a clearinghouse for state publications is established in R.I.G.L. 29-7.

# The Budget

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## Department Of State State Library

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	<b>2013 Audited</b>	<b>2014 Audited</b>	<b>2015 Enacted</b>	<b>2015 Revised</b>	<b>2016 Recommend</b>
<b>Expenditures By Subprogram</b>					
Operations	598,440	519,444	521,178	543,537	536,744
<b>Total Expenditures</b>	<b>\$598,440</b>	<b>\$519,444</b>	<b>\$521,178</b>	<b>\$543,537</b>	<b>\$536,744</b>
<b>Expenditures By Object</b>					
Personnel	425,999	344,340	347,411	353,421	356,611
Operating Supplies and Expenses	34,730	38,419	36,612	52,961	42,978
Assistance and Grants	134,635	134,635	134,635	134,635	134,635
<b>Subtotal: Operating Expenditures</b>	<b>595,364</b>	<b>517,394</b>	<b>518,658</b>	<b>541,017</b>	<b>534,224</b>
Capital Purchases and Equipment	3,076	2,050	2,520	2,520	2,520
<b>Total Expenditures</b>	<b>\$598,440</b>	<b>\$519,444</b>	<b>\$521,178</b>	<b>\$543,537</b>	<b>\$536,744</b>
<b>Expenditures By Funds</b>					
General Revenue	598,440	519,444	521,178	543,537	536,744
<b>Total Expenditures</b>	<b>\$598,440</b>	<b>\$519,444</b>	<b>\$521,178</b>	<b>\$543,537</b>	<b>\$536,744</b>

# Personnel

## Department Of State State Library

	Grade	FY 2015		FY 2016	
		FTE	Cost	FTE	Cost
<b>Unclassified</b>					
DIRECTOR OF STATE LIBRARY SERVICES (SEC OF	08632A	1.0	89,943	1.0	91,742
ADMINISTRATIVE ASSISTANT	05325A	2.0	129,105	2.0	131,686
<b>Subtotal</b>		<b>3.0</b>	<b>\$219,048</b>	<b>3.0</b>	<b>\$223,428</b>
Turnover		-	-	-	(4,380)
<b>Subtotal</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>(\$4,380)</b>
<b>Total Salaries</b>		<b>3.0</b>	<b>\$219,048</b>	<b>3.0</b>	<b>\$219,048</b>
<b>Benefits</b>					
Payroll Accrual			1,244		1,241
FICA			16,758		16,758
Retiree Health			14,785		13,143
Health Benefits			38,599		42,755
Retirement			53,568		54,247
<b>Subtotal</b>			<b>\$124,954</b>		<b>\$128,144</b>
<b>Total Salaries and Benefits</b>		<b>3.0</b>	<b>\$344,002</b>	<b>3.0</b>	<b>\$347,192</b>
<b>Cost Per FTE Position (Excluding Temporary and Seasonal)</b>			<b>\$114,667</b>		<b>\$115,731</b>
<b>Statewide Benefit Assessment</b>			<b>\$9,419</b>		<b>\$9,419</b>
<b>Payroll Costs</b>		<b>3.0</b>	<b>\$353,421</b>	<b>3.0</b>	<b>\$356,611</b>
<b>Total Personnel</b>		<b>3.0</b>	<b>\$353,421</b>	<b>3.0</b>	<b>\$356,611</b>
<b>Distribution By Source Of Funds</b>					
General Revenue		3.0	\$353,421	3.0	\$356,611
<b>Total All Funds</b>		<b>3.0</b>	<b>\$353,421</b>	<b>3.0</b>	<b>\$356,611</b>



# The Program

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## Department Of State Record Center

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### **Program Mission**

The program provides cost-effective delivery of goods and services to other state programs.

### **Program Description**

There are services needed by state operated programs and activities which are provided on a centralized basis. The costs of these operations are borne by the user agencies through a charge system that allocates the cost of delivery of the services. The operations of these programs are shown for display purposes only, since the costs are reflected in the budget of the user agency both on an actual and budget basis.

The Internal Service Program operated by the Secretary of State is the Public Records Administration program, which is charged with overseeing records management functions within state government. The program provides central storage for non-permanent inactive government records and serves all state agencies. Inactive records are those records that agencies no longer require immediate access to, but that are not yet eligible for disposal because of administrative, fiscal, or legal requirements. Public Records Administration personnel provide records management advice, assistance, and consultation to all state agencies. They also work with agencies to develop records retention and disposition schedules, enabling timely disposal or retention as permanent records of the state. Comprehensive records management services encompass all records, regardless of format or media. Workshops are provided to state agency personnel on records management topics. In addition, the program promulgates regulations and publishes guidelines about records and records management functions. The program also oversees Administrative Records functions.

### **Statutory History**

The Director of Administration is authorized by R.I.G.L. 35-5 to establish a system of rotating funds in any state department or agency. The authority of the Public Records Administration program is granted by R.I.G.L. 38-1 and R.I.G.L 38-3. The authority of Administrative Records function is granted by R.I.G.L. 42-35.

# The Budget

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## Department Of State Record Center

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	2013 Audited	2014 Audited	2015 Enacted	2015 Revised	2016 Recommend
<b>Expenditures By Subprogram</b>					
Operations	854,869	870,625	882,436	874,022	813,687
Internal Services	[854,869]	[870,625]	[882,436]	[874,022]	[813,687]
<b>Total Expenditures</b>	<b>\$854,869</b>	<b>\$870,625</b>	<b>\$882,436</b>	<b>\$874,022</b>	<b>\$813,687</b>
<b>Expenditures By Object</b>					
Personnel	463,437	478,164	486,870	475,760	415,149
Operating Supplies and Expenses	390,274	390,245	395,566	398,262	398,538
<b>Subtotal: Operating Expenditures</b>	<b>853,711</b>	<b>868,409</b>	<b>882,436</b>	<b>874,022</b>	<b>813,687</b>
Capital Purchases and Equipment	1,158	2,216	-	-	-
<b>Total Expenditures</b>	<b>\$854,869</b>	<b>\$870,625</b>	<b>\$882,436</b>	<b>\$874,022</b>	<b>\$813,687</b>
<b>Expenditures By Funds</b>					
Other Funds	854,869	870,625	882,436	874,022	813,687
<b>Total Expenditures</b>	<b>\$854,869</b>	<b>\$870,625</b>	<b>\$882,436</b>	<b>\$874,022</b>	<b>\$813,687</b>

# Personnel

## Department Of State Record Center

	Grade	FY 2015		FY 2016	
		FTE	Cost	FTE	Cost
<b>Unclassified</b>					
COLLECTIONS SUPERVISOR CLERK	05327A	1.0	68,438	1.0	69,806
PRINCIPAL PLANNING AND PROGRAM SPECIALIST	05328A	1.0	67,918	1.0	69,276
SUPERVISING CLERK	08826A	-	69,691	-	-
ADMINISTRATIVE ASSISTANT	05325A	1.0	57,380	1.0	58,527
ADMINISTRATIVE SECRETARY	05317A	1.0	51,736	1.0	52,754
<b>Subtotal</b>		<b>4.0</b>	<b>\$315,163</b>	<b>4.0</b>	<b>\$250,363</b>
Turnover		-	(32,165)	-	(4,891)
<b>Subtotal</b>		<b>-</b>	<b>(\$32,165)</b>	<b>-</b>	<b>(\$4,891)</b>
<b>Total Salaries</b>		<b>4.0</b>	<b>\$282,998</b>	<b>4.0</b>	<b>\$245,472</b>
<b>Benefits</b>					
Payroll Accrual			1,608		1,390
FICA			21,651		18,780
Retiree Health			19,102		14,728
Health Benefits			66,760		60,896
Retirement			70,337		62,193
<b>Subtotal</b>			<b>\$179,458</b>		<b>\$157,987</b>
<b>Total Salaries and Benefits</b>		<b>4.0</b>	<b>\$462,456</b>	<b>4.0</b>	<b>\$403,459</b>
<b>Cost Per FTE Position (Excluding Temporary and Seasonal)</b>			<b>\$115,614</b>		<b>\$100,865</b>
<b>Statewide Benefit Assessment</b>			<b>\$12,169</b>		<b>\$10,555</b>
<b>Payroll Costs</b>		<b>4.0</b>	<b>\$474,625</b>	<b>4.0</b>	<b>\$414,014</b>
<b>Purchased Services</b>					
Information Technology			1,000		1,000
Training and Educational Services			135		135
<b>Subtotal</b>			<b>\$1,135</b>		<b>\$1,135</b>
<b>Total Personnel</b>		<b>4.0</b>	<b>\$475,760</b>	<b>4.0</b>	<b>\$415,149</b>
<b>Distribution By Source Of Funds</b>					
Other Funds		4.0	\$475,760	4.0	\$415,149
<b>Total All Funds</b>		<b>4.0</b>	<b>\$475,760</b>	<b>4.0</b>	<b>\$415,149</b>

# The Program

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## Department Of State Office of Public Information

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### **Program Mission**

To effectively disseminate vital government information to the public and to make the most of expanding technologies to enhance public access and awareness of the activities of state government.

### **Program Description**

The Office of Public Information is designed to serve as a resource for the citizens of Rhode Island regarding the activities of state government. It gives members of the public the basic information they need to play a more active role in the decision-making process. This information is published in a variety of reports, which are available to the public free of charge. The material can also be accessed through the Internet, where the Secretary of State has an "On-Line Office" on the World Wide Web at <http://www.state.ri.us>. Functions carried out by the Office of Public Information include:

Compiling information and maintaining a database on all legislation introduced in the General Assembly, including title, sponsor information, description, committee assignment, committee and floor actions.

Compiling information and maintaining a database on all legislative hearings, including time and place of the meeting and lists of bills being considered.

Publishing the daily Legislative Meetings Report and the weekly Legislative Report which provides this information to the public.

Maintaining a list of lobbyists and overseeing the enforcement of the state's lobbying law. Under the Administrative Procedures Act, the office is responsible for compiling the rules and regulations promulgated by each state agency.

Operating and maintaining a clearinghouse for information related to all public meetings in the State of Rhode Island relative to the Open Meetings Law.

Operating and maintaining the Documents and Distribution Office to provide delivery of printed state legislation, General Assembly journals and other state publications.

### **Statutory History**

Article IV, paragraph 4 of the Rhode State Constitution, and R.I.G.L. 42-8 establish the Office of Secretary of State and the Secretary's role as the custodian of state records, charged with the collections, retention, and dissemination of these records for the citizens of the State of Rhode Island.

# The Budget

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## Department Of State Office of Public Information

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	2013 Audited	2014 Audited	2015 Enacted	2015 Revised	2016 Recommend
<b>Expenditures By Subprogram</b>					
Operations	368,703	496,156	1,141,118	573,181	907,786
<b>Total Expenditures</b>	<b>\$368,703</b>	<b>\$496,156</b>	<b>\$1,141,118</b>	<b>\$573,181</b>	<b>\$907,786</b>
<b>Expenditures By Object</b>					
Personnel	337,877	466,833	594,908	459,972	437,562
Operating Supplies and Expenses	27,847	25,614	544,560	47,805	32,328
<b>Subtotal: Operating Expenditures</b>	<b>365,724</b>	<b>492,447</b>	<b>1,139,468</b>	<b>507,777</b>	<b>469,890</b>
Capital Purchases and Equipment	2,979	3,709	1,650	65,404	437,896
<b>Total Expenditures</b>	<b>\$368,703</b>	<b>\$496,156</b>	<b>\$1,141,118</b>	<b>\$573,181</b>	<b>\$907,786</b>
<b>Expenditures By Funds</b>					
General Revenue	368,703	485,316	626,118	494,427	456,540
Restricted Receipts	-	10,840	15,000	15,000	15,000
Operating Transfers from Other Funds	-	-	500,000	63,754	436,246
<b>Total Expenditures</b>	<b>\$368,703</b>	<b>\$496,156</b>	<b>\$1,141,118</b>	<b>\$573,181</b>	<b>\$907,786</b>

# Personnel

## Department Of State Office of Public Information

	Grade	FY 2015		FY 2016	
		FTE	Cost	FTE	Cost
<b>Unclassified</b>					
DIRECTOR OF PROGRAMMING	08632A	1.0	91,857	1.0	93,694
DIRECTOR PUBLIC INFORMATION (SEC OF STATE)	08630A	1.0	74,391	1.0	75,879
ADMINISTRATIVE ASSISTANT	05320A	1.0	49,347	1.0	50,334
<b>Subtotal</b>		<b>3.0</b>	<b>\$215,595</b>	<b>3.0</b>	<b>\$219,907</b>
Turnover		-	-	-	(4,312)
<b>Subtotal</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>(\$4,312)</b>
<b>Total Salaries</b>		<b>3.0</b>	<b>\$215,595</b>	<b>3.0</b>	<b>\$215,595</b>
<b>Benefits</b>					
Payroll Accrual			1,225		1,221
FICA			16,493		16,493
Retiree Health			14,552		12,935
Health Benefits			49,131		54,423
Retirement			51,955		52,624
<b>Subtotal</b>			<b>\$133,356</b>		<b>\$137,696</b>
<b>Total Salaries and Benefits</b>		<b>3.0</b>	<b>\$348,951</b>	<b>3.0</b>	<b>\$353,291</b>
<b>Cost Per FTE Position (Excluding Temporary and Seasonal)</b>			<b>\$116,317</b>		<b>\$117,764</b>
<b>Statewide Benefit Assessment</b>			<b>\$9,271</b>		<b>\$9,271</b>
<b>Payroll Costs</b>		<b>3.0</b>	<b>\$358,222</b>	<b>3.0</b>	<b>\$362,562</b>
<b>Purchased Services</b>					
Information Technology			39,000		30,000
University and College Services			12,750		15,000
Legal Services			50,000		30,000
<b>Subtotal</b>			<b>\$101,750</b>		<b>\$75,000</b>
<b>Total Personnel</b>		<b>3.0</b>	<b>\$459,972</b>	<b>3.0</b>	<b>\$437,562</b>
<b>Distribution By Source Of Funds</b>					
General Revenue		3.0	\$459,972	3.0	\$437,562
<b>Total All Funds</b>		<b>3.0</b>	<b>\$459,972</b>	<b>3.0</b>	<b>\$437,562</b>

# Agency

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## Treasury Department

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### Agency Mission

The Office of the General Treasurer's mission is to protect the state's assets with sound financial investments, strengthen the state's financial position, encourage economic growth, operate with transparency and accountability, and ensure Rhode Islanders benefit from exceptional performance through all the programs the Office manages.

### Agency Description

The Office of the General Treasurer is established under the Rhode Island Constitution as one of the five general officers subject to election by the voters. The General Treasurer is the custodian of State funds, charged with the safe and prudent management of the State's finances. The General Treasurer serves on the State Investment Commission, the State Retirement Board, the Public Finance Management Board, the Rhode Island Housing and Mortgage Finance Corporation, the Higher Education Assistance Board, the Rhode Island Student Loan Authority, the State Properties Commission and the Rhode Island Clean Water Finance Agency.

Programs and Sub-Programs are defined to streamline the administration of various functions and resources. Under the control and guidance of the General Treasurer include: the Employees' Retirement System, the administrative unit for participating public employee groups including state, teacher, judicial, state police and municipal employees; the Unclaimed Property Program which collects both tangible and intangible abandoned property for the purpose of returning the property to its rightful owner; the Investments and Finance Division provides investment and cash management services to state government and issues and manages the State's general obligation debt; the Business Office validates and distributes the State's imprest/benefit check payments, laser prints vendor and non-vendor checks, and reconciles the majority of the State accounts to the financial institutions and the State Controller's records; and the Crime Victim Compensation Program which compensates crime victims for financial losses suffered as a result of a violent crime. Other areas under the Treasurer's responsibility include the care and management of the Abraham Touro Fund and the Childhood Disease Fund.

### Statutory History

Article IV of the Rhode Island Constitution and Title 42 Chapter 10 of the Rhode Island General Laws establishes the Office of the General Treasurer. Chapter 35 gives the guidelines for the investment of state funds. The Employees' Retirement System is governed by Chapters 16, 21, 36, 37, 38 and 45 of the Rhode Island General Laws. The sections that cover the Retirement System also cover the investing of the funds of the plan. Payments of funds by the Treasury Business Office are covered by 42-10 of the Rhode Island General Laws. Chapter 28 includes the Treasurer's responsibilities for the Temporary Disability and Unemployment Insurance Program. Title 12 Chapter 25 of the Rhode Island General Laws governs the Crime Victim Compensation Program. Title 33, Chapter 21 and 21.1 of the General Laws govern the Unclaimed Property Program.

# Budget

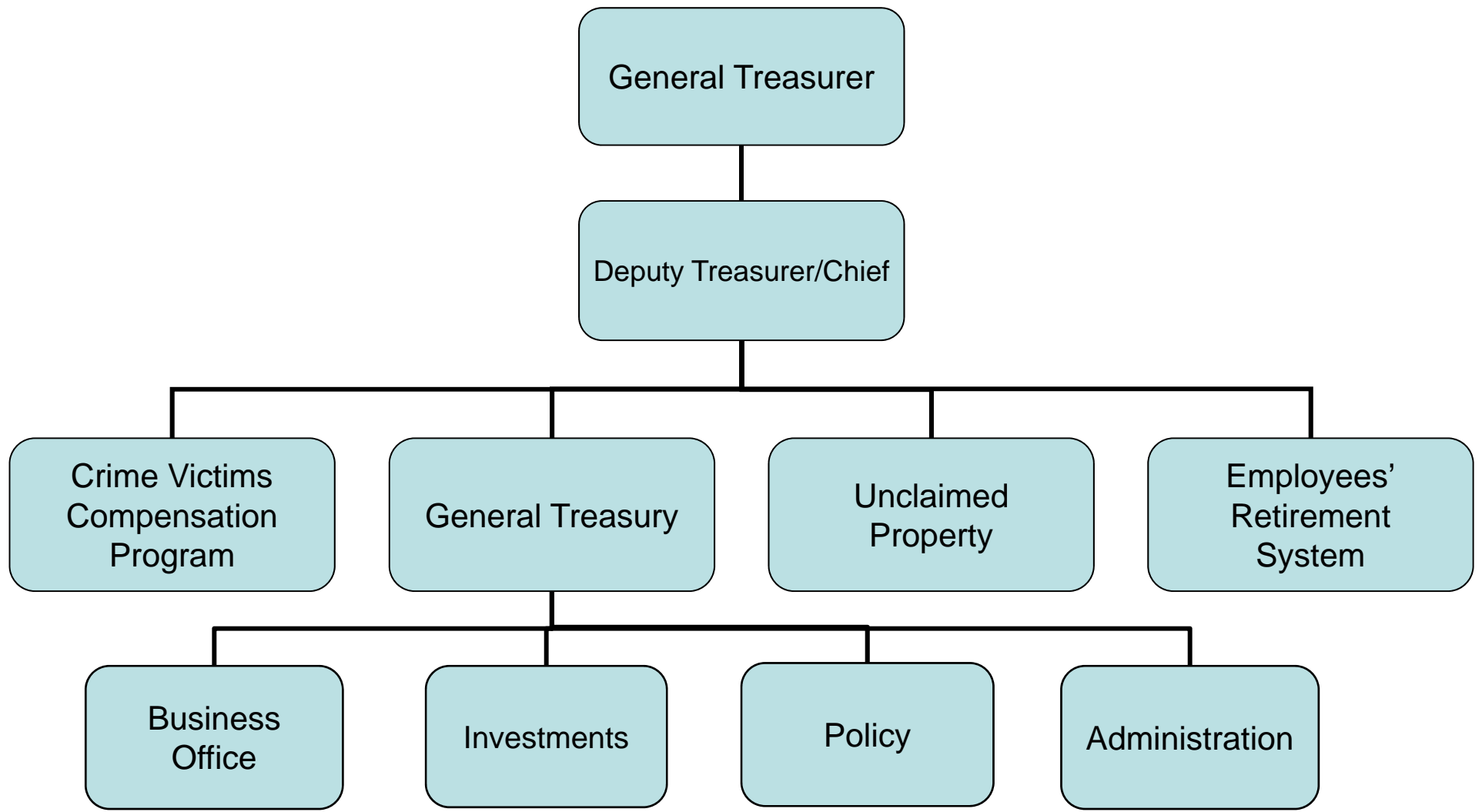
## Treasury Department

	FY 2013 Audited	FY 2014 Audited	FY 2015 Enacted	FY 2015 Revised	FY 2016 Recommend
<b>Expenditures By Program</b>					
General Treasurer	2,678,452	2,703,462	2,735,587	2,681,115	2,679,865
State Retirement System	6,884,639	9,806,388	10,837,045	11,366,804	11,782,495
Unclaimed Property	31,186,832	23,504,945	19,712,197	19,629,629	17,986,352
Crime Victim Compensation Program	1,946,582	2,024,941	1,957,064	1,988,629	1,982,066
<b>Total Expenditures</b>	<b>\$42,696,505</b>	<b>\$38,039,736</b>	<b>\$35,241,893</b>	<b>\$35,666,177</b>	<b>\$34,430,778</b>
<b>Expenditures By Object</b>					
Personnel	10,369,816	13,157,336	13,908,344	14,238,416	14,858,151
Operating Supplies and Expenses	30,621,578	22,984,264	19,573,674	19,620,486	17,771,352
Assistance and Grants	1,652,679	1,873,522	1,695,000	1,755,000	1,755,000
<b>Subtotal: Operating Expenditures</b>	<b>42,644,073</b>	<b>38,015,122</b>	<b>35,177,018</b>	<b>35,613,902</b>	<b>34,384,503</b>
Capital Purchases and Equipment	52,432	24,614	64,875	52,275	46,275
<b>Total Expenditures</b>	<b>\$42,696,505</b>	<b>\$38,039,736</b>	<b>\$35,241,893</b>	<b>\$35,666,177</b>	<b>\$34,430,778</b>
<b>Expenditures By Funds</b>					
General Revenue	2,532,414	2,384,819	2,432,105	2,417,151	2,420,250
Federal Funds	1,027,164	852,195	870,338	902,766	891,955
Restricted Receipts	38,966,029	34,602,288	31,718,842	32,127,266	30,899,755
Other Funds	170,898	200,434	220,608	218,994	218,818
<b>Total Expenditures</b>	<b>\$42,696,505</b>	<b>\$38,039,736</b>	<b>\$35,241,893</b>	<b>\$35,666,177</b>	<b>\$34,430,778</b>
<b>FTE Authorization</b>	<b>82.0</b>	<b>83.0</b>	<b>83.0</b>	<b>83.0</b>	<b>83.0</b>



# The Agency

## Office of the General Treasurer



# Personnel

## Treasury Department Agency Summary

	Grade	FY 2015		FY 2016	
		FTE	Cost	FTE	Cost
Unclassified		82.7	5,533,336	82.7	5,583,657
<b>Subtotal</b>		<b>82.7</b>	<b>\$5,533,336</b>	<b>82.7</b>	<b>\$5,583,657</b>
Cost Allocation from Other Programs		24.9	1,636,758	25.2	1,823,723
Cost Allocation to Other Programs		(24.9)	(\$1,636,758)	(25.2)	(\$1,823,723)
Overtime		-	60,000	-	55,000
Reconcile to FTE Authorization		0.3	-	0.3	-
Turnover		-	(\$453,477)	-	(\$96,164)
<b>Subtotal</b>		<b>0.3</b>	<b>(\$393,477)</b>	<b>0.3</b>	<b>(\$41,164)</b>
<b>Total Salaries</b>		<b>83.0</b>	<b>\$5,139,859</b>	<b>83.0</b>	<b>\$5,542,493</b>
<b>Benefits</b>					
Payroll Accrual			29,264		31,078
FICA			383,244		415,748
Retiree Health			345,198		333,358
Health Benefits			836,580		1,030,681
Retirement			1,244,259		1,362,053
<b>Subtotal</b>			<b>\$2,838,545</b>		<b>\$3,172,918</b>
<b>Total Salaries and Benefits</b>		<b>83.0</b>	<b>\$7,978,404</b>	<b>83.0</b>	<b>\$8,715,411</b>
<b>Cost Per FTE Position (Excluding Temporary and Seasonal)</b>			<b>\$96,125</b>		<b>\$105,005</b>
<b>Statewide Benefit Assessment</b>			<b>\$219,905</b>		<b>\$237,701</b>
<b>Payroll Costs</b>		<b>83.0</b>	<b>\$8,198,309</b>	<b>83.0</b>	<b>\$8,953,112</b>
<b>Purchased Services</b>					
Information Technology			3,661,514		3,374,094
Clerical and Temporary Services			8,600		8,600
Management & Consultant Services			840,500		920,500
Legal Services			1,317,500		1,330,500
Other Contracts			101,993		161,345
Buildings and Ground Maintenance			110,000		110,000
<b>Subtotal</b>			<b>\$6,040,107</b>		<b>\$5,905,039</b>
<b>Total Personnel</b>		<b>83.0</b>	<b>\$14,238,416</b>	<b>83.0</b>	<b>\$14,858,151</b>
<b>Distribution By Source Of Funds</b>					
General Revenue		21.2	\$1,871,582	19.9	\$1,913,181
Federal Funds		2.8	\$274,141	2.9	\$278,021
Restricted Receipts		56.9	\$11,894,946	58.1	\$12,469,378
Other Funds		2.1	\$197,747	2.1	\$197,571
<b>Total All Funds</b>		<b>83.0</b>	<b>\$14,238,416</b>	<b>83.0</b>	<b>\$14,858,151</b>

# The Program

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## Treasury Department General Treasurer

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### **Program Mission**

To continue to deliver superior service to members of the public, other state agencies, and state vendors in all of its activities; to expand the use of technology to increase operational efficiency; and to improve the management of cash collection, investments and disbursement systems.

### **Program Description**

The General Treasury Program provides administrative support to the entire agency to ensure its operational efficiency and fiscal integrity. It is comprised of these functional areas: Policy, Administration, Investments, and the Business Office.

**Policy Division:** This division provides media and public relations for the Treasurer, and directs policy and legislative activity of the Office.

**Administrative Division:** This division provides the administrative support to the entire office, including the Retirement System in terms of overall leadership in matters dealing with personnel, budgeting, financial controls, legal advice and management information systems.

**Investment Division:** This Division manages the State's borrowing and investments, provides daily fiduciary services to all of state government, monitors investment managers for compliance with State guidelines, acts as day to day interface between custodians, consultants, and fund managers on administrative matters and transfers of funds, provides reports to the State Investment Commission on investment performance, and implements SIC policy. This division is actively involved in both the issuance and servicing of state debt obligations.

**Business Office:** This division validates and distributes imprest/benefit checks along with replacement of checks and the internal transfer of State funds for necessary payroll taxes and retirement contributions. This division is responsible for the reconciliation of the majority of State bank accounts both to the bank statement balances and to the Controller's records. Additionally, this division laser prints vendor and non-vendor checks and electronically transmits payment instructions to the appropriate banking institutions.

### **Statutory History**

Chapter 35 gives the guidelines for the investment of State funds. Payments of funds by the Treasury Business Office are covered by 42-10 of the RIGL. Chapter 28 includes the Treasurer's responsibilities for the Department of Labor and Training Program.

# The Budget

## Treasury Department General Treasurer

	2013 Audited	2014 Audited	2015 Enacted	2015 Revised	2016 Recommend
<b>Expenditures By Subprogram</b>					
Policy	640,618	696,393	646,096	602,857	600,576
Administration Operations	126,826	140,971	168,193	163,595	169,747
Business Offices	1,180,005	1,200,136	1,225,339	1,216,608	1,212,942
Investments	731,003	665,962	695,959	698,055	696,600
<b>Total Expenditures</b>	<b>\$2,678,452</b>	<b>\$2,703,462</b>	<b>\$2,735,587</b>	<b>\$2,681,115</b>	<b>\$2,679,865</b>
<b>Expenditures By Object</b>					
Personnel	2,184,471	2,275,153	2,180,739	2,107,767	2,145,017
Operating Supplies and Expenses	486,705	426,739	528,423	543,923	508,423
<b>Subtotal: Operating Expenditures</b>	<b>2,671,176</b>	<b>2,701,892</b>	<b>2,709,162</b>	<b>2,651,690</b>	<b>2,653,440</b>
Capital Purchases and Equipment	7,276	1,570	26,425	29,425	26,425
<b>Total Expenditures</b>	<b>\$2,678,452</b>	<b>\$2,703,462</b>	<b>\$2,735,587</b>	<b>\$2,681,115</b>	<b>\$2,679,865</b>
<b>Expenditures By Funds</b>					
General Revenue	2,219,264	2,188,519	2,206,467	2,193,789	2,193,796
Federal Funds	265,429	274,509	270,861	268,332	267,251
Restricted Receipts	22,861	40,000	37,651	-	-
Other Funds	170,898	200,434	220,608	218,994	218,818
<b>Total Expenditures</b>	<b>\$2,678,452</b>	<b>\$2,703,462</b>	<b>\$2,735,587</b>	<b>\$2,681,115</b>	<b>\$2,679,865</b>

# Personnel

## Treasury Department General Treasurer

	Grade	FY 2015		FY 2016	
		FTE	Cost	FTE	Cost
<b>Unclassified</b>					
CHIEF INVESTMENT OFFICER (TREASURY)	08553A	1.0	172,047	1.0	175,488
LEGAL COUNSEL (TREASURY/RETIREMENT)	08550A	1.0	151,500	-	-
CHIEF OF STAFF (TREASURY)	08548A	1.0	141,526	1.0	141,526
EXECUTIVE DIRECTOR FOR OPERATIONS	08547A	1.0	137,758	1.0	140,514
GENERAL COUNSEL	08537A	1.0	119,157	1.0	121,541
GENERAL TREASURER	00531F	1.0	113,223	1.0	113,223
CASH MANAGER (TREASURY INVESTMENTS)	08538A	1.0	110,289	1.0	112,495
CHIEF FISCAL MANAGER (TREASURY)	08538A	1.0	105,494	1.0	107,604
FISCAL MANAGEMENT/DEBT ANALYST	00330A	1.0	86,171	1.0	87,843
PRINCIPAL AUDITOR	00328A	3.0	234,828	3.0	239,385
PRINCIPAL ADMINISTRATIVE CLERK (TREAS)	00325A	1.0	75,139	1.0	76,639
ASSOCIATE DIRECTOR OF FINANCE (TREASURY)	08536A	1.0	73,950	1.0	78,739
FISCAL ANALYST (TREASURY)	08529A	1.0	66,715	1.0	69,550
STATE RECEIPTS COORDINATOR & RET ACCT	00324A	1.0	66,511	1.0	67,814
TECHNICAL SUPPORT SPECIALIST (TREASURY)	08528A	1.0	64,010	1.0	66,843
FISCAL MANAGER/PENSION INVESTMENT	00331A	1.0	62,011	1.0	62,011
LEGAL ASSISTANT (TREASURY)	08527A	1.0	61,590	1.0	64,326
FISCAL MANAGER/PENSION INVESTMENT	08531A	1.0	60,475	1.0	60,475
ADMINISTRATIVE OFFICER (TREASURY)	00327A	2.0	119,285	2.0	123,715
COMMUNICATIONS COORDINATOR	08530A	1.0	59,171	1.0	61,316
DIRECTOR OF OPERATIONS	08530A	1.0	59,171	1.0	61,316
EXECUTIVE AIDE TO THE DEPUTY GENERAL	08530A	1.0	59,171	1.0	61,316
INVESTMENT ANALYST (TREASURY)	08527A	1.0	58,970	1.0	62,949
SENIOR INVESTMENT OFFICER (TREASURY)	00324A	1.0	58,227	1.0	59,391
ACCOUNTING & DEBT SERVICES SPECIALIST	00319A	1.0	50,663	1.0	51,677
ACCOUNTING & RESEARCH SERVICES SPECIALIST	00319A	1.0	50,663	1.0	51,677
ADMINISTRATIVE ASSISTANT (TREASURY)	00322A	1.0	50,191	1.0	52,541
SR ADMINISTRATIVE AIDE (TREASURY)	00317A	1.0	49,729	1.0	50,724
OUTREACH COORDINATOR (TREASURY)	08524A	1.0	49,081	1.0	50,827
SENIOR POLICY AIDE (TREASURY)	08519A	1.0	44,504	1.0	44,504
POLICY AIDE (TREASURY)	08517A	1.0	43,464	1.0	45,505
COURIER/MEETINGS COORDINATOR (TREASURY)	00317A	1.0	43,243	1.0	44,108
ARCHIVES AND RECORDS RETENTION SPECIALIST	00315A	1.0	42,711	1.0	43,565
GENERAL ADMINISTRATIVE ASSISTANT	08515A	1.0	42,220	1.0	42,220
BUSINESS SERVICES SPECIALIST (TREAS BUSINESS)	00316A	1.0	42,010	1.0	42,850
SENIOR ASSISTANT ADMINISTRATOR	08523A	1.0	42,006	1.0	42,006
<b>Subtotal</b>		<b>39.0</b>	<b>\$2,866,874</b>	<b>38.0</b>	<b>\$2,778,223</b>

# Personnel

## Treasury Department General Treasurer

	Grade	FY 2015		FY 2016	
		FTE	Cost	FTE	Cost
Cost Allocation from Other Programs		5.6	327,237	5.6	325,613
Cost Allocation to Other Programs		(22.9)	(1,526,160)	(23.3)	(1,697,744)
Reconcile to FTE Authorization		0.3	-	0.3	-
Turnover		-	(342,736)	-	(83,752)
<b>Subtotal</b>		<b>(17.0)</b>	<b>(\$1,541,659)</b>	<b>(17.4)</b>	<b>(\$1,455,883)</b>
<b>Total Salaries</b>		<b>22.0</b>	<b>\$1,325,215</b>	<b>20.6</b>	<b>\$1,322,340</b>
<b>Benefits</b>					
Payroll Accrual			7,408		7,439
FICA			96,310		99,485
Retiree Health			87,520		79,521
Health Benefits			182,457		215,898
Retirement			315,456		325,823
<b>Subtotal</b>			<b>\$689,151</b>		<b>\$728,166</b>
<b>Total Salaries and Benefits</b>		<b>22.0</b>	<b>\$2,014,366</b>	<b>20.6</b>	<b>\$2,050,506</b>
<b>Cost Per FTE Position (Excluding Temporary and Seasonal)</b>			<b>\$91,562</b>		<b>\$99,539</b>
<b>Statewide Benefit Assessment</b>			<b>\$55,751</b>		<b>\$56,861</b>
<b>Payroll Costs</b>		<b>22.0</b>	<b>\$2,070,117</b>	<b>20.6</b>	<b>\$2,107,367</b>
<b>Purchased Services</b>					
Clerical and Temporary Services			500		500
Management & Consultant Services			20,500		20,500
Legal Services			14,500		14,500
Other Contracts			2,150		2,150
<b>Subtotal</b>			<b>\$37,650</b>		<b>\$37,650</b>
<b>Total Personnel</b>		<b>22.0</b>	<b>\$2,107,767</b>	<b>20.6</b>	<b>\$2,145,017</b>
<b>Distribution By Source Of Funds</b>					
General Revenue		17.3	\$1,664,167	15.9	\$1,702,674
Federal Funds		2.6	\$245,853	2.6	\$244,772
Other Funds		2.1	\$197,747	2.1	\$197,571
<b>Total All Funds</b>		<b>22.0</b>	<b>\$2,107,767</b>	<b>20.6</b>	<b>\$2,145,017</b>

# The Program

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## Treasury Department State Retirement System

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### **Program Mission**

In addition to statutory mandates, the major program objectives of the Employees' Retirement System of Rhode Island are the continued delivery of services to the active and retired membership. The investment objective for the State Pension Fund, set by the Retirement Board, is to meet or exceed an annual rate of return of 7.5%. The Investments subprogram within the General Treasurer program provides investment management and custody services under the auspices of the State Investment Commission.

### **Program Description**

The Employees' Retirement System of Rhode Island provides retirement, disability, survivor, and death benefits, and a defined contribution retirement plan to eligible state employees, and public school teachers. Participating municipal employees belong to the Municipal Employees' Retirement System. The system also administers the Judicial Retirement Plan, the State Police Retirement Plan and the Teacher Survivor Benefit program for those teachers who are not covered by Social Security.

### **Statutory History**

The Employees' Retirement System of Rhode Island is governed by Titles 16, 36, 38 and 45 of the Rhode Island General Laws. The Rhode Island Retirement Security Act of 2011 (RIRSA) made substantial changes to all administered retirement plans. These changes provided increased retirement security for plan members, saved \$4 billion dollars over 20 years, immediately reduced the unfunded liability of the plan by \$3 billion, re-amortizing over 25 years, suspended cost-of-living adjustments and created a hybrid defined-benefit/defined contribution plan designed to share investment risk fairly among all stakeholders.

# The Budget

## Treasury Department State Retirement System

	2013 Audited	2014 Audited	2015 Enacted	2015 Revised	2016 Recommend
<b>Expenditures By Subprogram</b>					
Defined Benefit	6,735,897	9,607,505	10,573,457	11,126,082	11,466,300
Defined Contribution	148,742	198,883	263,588	240,722	316,195
<b>Total Expenditures</b>	<b>\$6,884,639</b>	<b>\$9,806,388</b>	<b>\$10,837,045</b>	<b>\$11,366,804</b>	<b>\$11,782,495</b>
<b>Expenditures By Object</b>					
Personnel	6,386,133	9,122,281	9,915,663	10,401,022	10,835,113
Operating Supplies and Expenses	357,636	382,696	705,782	705,782	690,382
Assistance and Grants	116,150	278,648	190,000	250,000	250,000
<b>Subtotal: Operating Expenditures</b>	<b>6,859,919</b>	<b>9,783,625</b>	<b>10,811,445</b>	<b>11,356,804</b>	<b>11,775,495</b>
Capital Purchases and Equipment	24,720	22,763	25,600	10,000	7,000
<b>Total Expenditures</b>	<b>\$6,884,639</b>	<b>\$9,806,388</b>	<b>\$10,837,045</b>	<b>\$11,366,804</b>	<b>\$11,782,495</b>
<b>Expenditures By Funds</b>					
General Revenue	148,742	-	-	-	-
Restricted Receipts	6,735,897	9,806,388	10,837,045	11,366,804	11,782,495
<b>Total Expenditures</b>	<b>\$6,884,639</b>	<b>\$9,806,388</b>	<b>\$10,837,045</b>	<b>\$11,366,804</b>	<b>\$11,782,495</b>



# Personnel

## Treasury Department State Retirement System

	Grade	FY 2015		FY 2016	
		FTE	Cost	FTE	Cost
<b>Unclassified</b>					
EXECUTIVE DIRECTOR (RETIREMENT SYSTEM)	08545A	1.0	147,718	1.0	150,672
ASSISTANT DIRECTOR-RETIREMENT SYS ADMIN &	08538A	1.0	110,289	1.0	112,495
DIRECTOR OF FINANCE (TREASURY/RETIREMENT)	08538A	1.0	95,903	1.0	97,821
PROJECT MANAGER	08530A	1.0	85,018	1.0	86,719
LEGAL COUNSEL (TREASURY RETIREMENT)	08528A	1.0	84,749	1.0	86,444
SENIOR ADMINISTRATIVE ASSISTANT (TREASURY)	00327A	2.0	148,965	2.0	151,893
BUSINESS ANALYST (TREASURY/RETIREMENT)	08531A	1.0	72,832	1.0	75,169
ASSOCIATE DIRECTOR OF COMMUNICATIONS	08533A	1.0	72,375	1.0	73,823
ASSISTANT ADMINISTRATOR/FINANCIAL	08535A	1.0	67,717	1.0	71,748
ADMINISTRATIVE ASSISTANT	00325A	2.0	132,479	2.0	135,104
SENIOR ACCOUNTANT (TREASURY/RETIREMENT)	00325A	2.0	130,149	2.0	132,752
LEGAL COUNSEL/REGULATORY AFFAIRS	08527A	1.0	64,327	-	-
PRODUCTION SYSTEMS TECHNICIAN	00321A	1.0	63,597	1.0	64,869
PRINCIPAL ACCOUNTANT	00326A	1.0	62,947	1.0	64,206
ADMINISTRATIVE ASSISTANT (TREASURY)	00325A	2.0	119,896	2.0	125,337
PROJECT COORDINATOR (TREASURY)	00325A	0.7	40,501	0.7	42,814
DEPUTY ADMINISTRATOR/CLERK ACCOUNTING	08524A	1.0	55,862	1.0	56,979
SENIOR ADMINISTRATIVE AIDE	00317A	1.0	51,218	1.0	52,234
IMAGING TECNICIAN	00315A	1.0	48,812	1.0	49,789
BUSINESS SERVICES SPECIALIST	00318A	1.0	44,851	1.0	45,851
ADMINISTRATIVE AIDE	00316A	4.0	173,637	4.0	177,835
MEMBER SERVICES REPRESENTATIVE (TREASURY)	00318A	1.0	41,881	1.0	42,728
ADMINISTRATIVE AIDE	00315A	1.0	41,250	1.0	42,075
RETIREMENT AIDE (TREASURY)	00315A	1.0	39,384	1.0	40,172
ADMINISTRATIVE AIDE (TREASURY/RETIREMENT)	08513A	1.0	38,656	1.0	39,468
ASSISTANT DIRECTOR MEMBERS SERVICES	08539A	-	-	1.0	73,823
INVESTIGATION & COMPLIANCE OFFICER	08525A	-	-	1.0	64,327
<b>Subtotal</b>		<b>31.7</b>	<b>\$2,035,013</b>	<b>32.7</b>	<b>\$2,157,147</b>
Cost Allocation from Other Programs		14.6	986,062	14.5	1,111,422
Overtime		-	35,000	-	35,000
Turnover		-	(72,730)	-	-
<b>Subtotal</b>		<b>14.6</b>	<b>\$948,332</b>	<b>14.5</b>	<b>\$1,146,422</b>
<b>Total Salaries</b>		<b>46.3</b>	<b>\$2,983,345</b>	<b>47.2</b>	<b>\$3,303,569</b>
<b>Benefits</b>					
Payroll Accrual			17,202		18,598
FICA			223,980		249,094
Retiree Health			203,254		199,753
Health Benefits			493,720		621,381
Retirement			732,629		818,321
<b>Subtotal</b>			<b>\$1,670,785</b>		<b>\$1,907,147</b>

# Personnel

## Treasury Department State Retirement System

	Grade	FY 2015		FY 2016	
		FTE	Cost	FTE	Cost
<b>Total Salaries and Benefits</b>		46.3	\$4,654,130	47.2	\$5,210,716
<b>Cost Per FTE Position (Excluding Temporary and Seasonal)</b>			\$100,521		\$110,397
<b>Statewide Benefit Assessment</b>			\$129,483		\$142,808
<b>Payroll Costs</b>		46.3	\$4,783,613	47.2	\$5,353,524
<b>Purchased Services</b>					
Information Technology			3,601,314		3,313,894
Clerical and Temporary Services			8,000		8,000
Management & Consultant Services			520,000		600,000
Legal Services			1,303,000		1,316,000
Other Contracts			75,095		133,695
Buildings and Ground Maintenance			110,000		110,000
<b>Subtotal</b>			\$5,617,409		\$5,481,589
<b>Total Personnel</b>		46.3	\$10,401,022	47.2	\$10,835,113
<b>Distribution By Source Of Funds</b>					
Restricted Receipts		46.3	\$10,401,022	47.2	\$10,835,113
<b>Total All Funds</b>		46.3	\$10,401,022	47.2	\$10,835,113

# The Program

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## Treasury Department Unclaimed Property

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### **Program Mission**

This program will continue its efforts to ensure holder compliance with the law, resulting in more property being received by the State and being returned to their rightful owners.

### **Program Description**

The Unclaimed Property Program is responsible for the collection of abandoned property and acts as custodian for both tangible and intangible abandoned property, with the mission of returning this property to its rightful owners. This division maintains data on all escheated properties by the State since the inception of the program. This program monitors compliance with the law via an internal review of reports filed, and an audit program that audits financial institutions, corporations, businesses, insurance companies, and municipalities.

### **Statutory History**

Title 33 Chapter 21 and 21.1 of the General Laws govern the Unclaimed Property Program and were most recently updated during the 2011 legislative session. House Bill 5806 and Senate Bill 725 amended the advertising requirements of the program. House Bill 5755 and Senate Bill 727 established procedures for the disposal of 'de minimus' property.

# The Budget

## Treasury Department Unclaimed Property

	2013 Audited	2014 Audited	2015 Enacted	2015 Revised	2016 Recommend
<b>Expenditures By Subprogram</b>					
Operations	31,186,832	23,504,945	19,712,197	19,629,629	17,986,352
<b>Total Expenditures</b>	<b>\$31,186,832</b>	<b>\$23,504,945</b>	<b>\$19,712,197</b>	<b>\$19,629,629</b>	<b>\$17,986,352</b>
<b>Expenditures By Object</b>					
Personnel	1,411,851	1,380,629	1,390,354	1,301,474	1,441,740
Operating Supplies and Expenses	29,754,545	22,124,129	18,310,843	18,317,155	16,533,612
<b>Subtotal: Operating Expenditures</b>	<b>31,166,396</b>	<b>23,504,758</b>	<b>19,701,197</b>	<b>19,618,629</b>	<b>17,975,352</b>
Capital Purchases and Equipment	20,436	187	11,000	11,000	11,000
<b>Total Expenditures</b>	<b>\$31,186,832</b>	<b>\$23,504,945</b>	<b>\$19,712,197</b>	<b>\$19,629,629</b>	<b>\$17,986,352</b>
<b>Expenditures By Funds</b>					
Restricted Receipts	31,186,832	23,504,945	19,712,197	19,629,629	17,986,352
<b>Total Expenditures</b>	<b>\$31,186,832</b>	<b>\$23,504,945</b>	<b>\$19,712,197</b>	<b>\$19,629,629</b>	<b>\$17,986,352</b>

# Personnel

## Treasury Department Unclaimed Property

	Grade	FY 2015		FY 2016	
		FTE	Cost	FTE	Cost
<b>Unclassified</b>					
MANAGER, UNCLAIMED PROPERTY (TREASURY)	08532A	1.0	67,577	1.0	68,929
SENIOR ASSISTANT ADMINISTRATOR	00323A	2.0	117,547	2.0	121,802
APPLICATIONS COORDINATOR (TREASURY)	00318A	3.0	141,080	3.0	143,798
UNCLAIMED PROPERTY CLERK (TREASURY)	00316A	2.0	77,989	2.0	81,227
<b>Subtotal</b>		<b>8.0</b>	<b>\$404,193</b>	<b>8.0</b>	<b>\$415,756</b>
Cost Allocation from Other Programs		2.6	180,660	2.9	241,568
Overtime		-	25,000	-	20,000
Turnover		-	(26,117)	-	(11,752)
<b>Subtotal</b>		<b>2.6</b>	<b>\$179,543</b>	<b>2.9</b>	<b>\$249,816</b>
<b>Total Salaries</b>		<b>10.6</b>	<b>\$583,736</b>	<b>10.9</b>	<b>\$665,572</b>
<b>Benefits</b>					
Payroll Accrual			3,239		3,581
FICA			44,105		47,663
Retiree Health			37,715		38,650
Health Benefits			105,113		136,397
Retirement			135,943		154,853
<b>Subtotal</b>			<b>\$326,115</b>		<b>\$381,144</b>
<b>Total Salaries and Benefits</b>		<b>10.6</b>	<b>\$909,851</b>	<b>10.9</b>	<b>\$1,046,716</b>
<b>Cost Per FTE Position (Excluding Temporary and Seasonal)</b>			<b>\$85,835</b>		<b>\$96,029</b>
<b>Statewide Benefit Assessment</b>			<b>\$24,025</b>		<b>\$27,024</b>
<b>Payroll Costs</b>		<b>10.6</b>	<b>\$933,876</b>	<b>10.9</b>	<b>\$1,073,740</b>
<b>Purchased Services</b>					
Information Technology			45,000		45,000
Management & Consultant Services			300,000		300,000
Other Contracts			22,598		23,000
<b>Subtotal</b>			<b>\$367,598</b>		<b>\$368,000</b>
<b>Total Personnel</b>		<b>10.6</b>	<b>\$1,301,474</b>	<b>10.9</b>	<b>\$1,441,740</b>
<b>Distribution By Source Of Funds</b>					
Restricted Receipts		10.6	\$1,301,474	10.9	\$1,441,740
<b>Total All Funds</b>		<b>10.6</b>	<b>\$1,301,474</b>	<b>10.9</b>	<b>\$1,441,740</b>

# The Program

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Treasury Department

## Crime Victim Compensation Program

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### **Program Mission**

The Program was created to help victims with the many costs associated with violent crime. The program provides financial compensation to crime victims for such expenses as medical bills, loss of earnings, crime scene cleaning and funeral expenses, up to \$25,000.

While no amount of compensation can erase the painful memories of violent crime, the program aims to lessen the financial burdens victims face during challenging difficult times.

### **Program Description**

The Criminal Injuries Compensation Act of 1996, amended in 1999, enables the State of Rhode Island, through the Office of the General Treasurer, to compensate innocent victims of violent crimes for certain expenses directly attributable to the crime. The process includes, but is not limited to, the filing of claim forms, verification of medical bills and other documentation supporting the claim, and proof of dependency or lost wages were necessary. The program's staff reviews each application, gathers information relating to eligibility, and investigates the documentation offered in support of the application. The Program administrator makes an eligibility determination and awards or denies compensation under the applicable statute.

### **Statutory History**

Title 12 Chapter 25 of the RIGL governs the victims of Violent Crimes Compensation Program. In 2011 the chapter was amended to increase the reimbursement limits for funeral expenses and to add crime-scene clean-up costs as an eligible expense. The statute was further amended in 2013 to add emergency compensation for relocation costs.

# The Budget

## Treasury Department Crime Victim Compensation Program

	2013 Audited	2014 Audited	2015 Enacted	2015 Revised	2016 Recommend
<b>Expenditures By Subprogram</b>					
Operations	1,946,582	2,024,941	1,957,064	1,988,629	1,982,066
<b>Total Expenditures</b>	<b>\$1,946,582</b>	<b>\$2,024,941</b>	<b>\$1,957,064</b>	<b>\$1,988,629</b>	<b>\$1,982,066</b>
<b>Expenditures By Object</b>					
Personnel	387,361	379,273	421,588	428,153	436,281
Operating Supplies and Expenses	22,692	50,700	28,626	53,626	38,935
Assistance and Grants	1,536,529	1,594,874	1,505,000	1,505,000	1,505,000
<b>Subtotal: Operating Expenditures</b>	<b>1,946,582</b>	<b>2,024,847</b>	<b>1,955,214</b>	<b>1,986,779</b>	<b>1,980,216</b>
Capital Purchases and Equipment	-	94	1,850	1,850	1,850
<b>Total Expenditures</b>	<b>\$1,946,582</b>	<b>\$2,024,941</b>	<b>\$1,957,064</b>	<b>\$1,988,629</b>	<b>\$1,982,066</b>
<b>Expenditures By Funds</b>					
General Revenue	164,408	196,300	225,638	223,362	226,454
Federal Funds	761,735	577,686	599,477	634,434	624,704
Restricted Receipts	1,020,439	1,250,955	1,131,949	1,130,833	1,130,908
<b>Total Expenditures</b>	<b>\$1,946,582</b>	<b>\$2,024,941</b>	<b>\$1,957,064</b>	<b>\$1,988,629</b>	<b>\$1,982,066</b>

# Personnel

## Treasury Department Crime Victim Compensation Program

	Grade	FY 2015		FY 2016	
		FTE	Cost	FTE	Cost
<b>Unclassified</b>					
DIRECTOR OF PROGRAMMING	08532A	1.0	67,885	1.0	69,995
PROJECT COORDINATOR	08526A	0.9	60,601	0.9	61,813
APPLICATIONS COORDINATOR (TREAS CRIME)	00318A	1.0	54,659	1.0	55,730
ADMINISTRATIVE AIDE (TREASURY)	00316A	1.0	44,111	1.0	44,993
PRINCIPAL PROJECTS MANGER (TREASURY)	08536A	0.1	-	0.1	-
<b>Subtotal</b>		<b>4.0</b>	<b>\$227,256</b>	<b>4.0</b>	<b>\$232,531</b>
Cost Allocation from Other Programs		2.1	142,799	2.2	145,120
Cost Allocation to Other Programs		(2.0)	(110,598)	(1.9)	(125,979)
Turnover		-	(11,894)	-	(660)
<b>Subtotal</b>		<b>0.1</b>	<b>\$20,307</b>	<b>0.3</b>	<b>\$18,481</b>
<b>Total Salaries</b>		<b>4.1</b>	<b>\$247,563</b>	<b>4.3</b>	<b>\$251,012</b>
<b>Benefits</b>					
Payroll Accrual			1,415		1,460
FICA			18,849		19,506
Retiree Health			16,709		15,434
Health Benefits			55,290		57,005
Retirement			60,231		63,056
<b>Subtotal</b>			<b>\$152,494</b>		<b>\$156,461</b>
<b>Total Salaries and Benefits</b>		<b>4.1</b>	<b>\$400,057</b>	<b>4.3</b>	<b>\$407,473</b>
<b>Cost Per FTE Position (Excluding Temporary and Seasonal)</b>			<b>\$97,575</b>		<b>\$94,761</b>
<b>Statewide Benefit Assessment</b>			<b>\$10,646</b>		<b>\$11,008</b>
<b>Payroll Costs</b>		<b>4.1</b>	<b>\$410,703</b>	<b>4.3</b>	<b>\$418,481</b>
<b>Purchased Services</b>					
Information Technology			15,200		15,200
Clerical and Temporary Services			100		100
Other Contracts			2,150		2,500
<b>Subtotal</b>			<b>\$17,450</b>		<b>\$17,800</b>
<b>Total Personnel</b>		<b>4.1</b>	<b>\$428,153</b>	<b>4.3</b>	<b>\$436,281</b>
<b>Distribution By Source Of Funds</b>					
General Revenue		3.9	\$207,415	4.0	\$210,507
Federal Funds		0.2	\$28,288	0.3	\$33,249
Restricted Receipts		-	\$192,450	-	\$192,525
<b>Total All Funds</b>		<b>4.1</b>	<b>\$428,153</b>	<b>4.3</b>	<b>\$436,281</b>



# Agency

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## Board Of Elections

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### Agency Mission

To protect the integrity of the electoral process and to effectively and efficiently administer the provisions of United States and Rhode Island election laws.

### Agency Description

The Board of Elections supervises all elections and state and local referenda. The Board supervises the maintenance, preparation and delivery of electronic optical-scan voting equipment, election return forms and other supplies used at each polling place. The Board instructs and certifies all election officials assigned to polls and prepares and distributes poll worker guides and related materials. The Board also appoints, trains and assigns bi-partisan pairs of supervisors for the mail ballot program for institutionally confined persons. The Board certifies the results of all elections under its jurisdiction, including tabulating machine and mail ballot votes cast; conducts recounts; certifies results to the Secretary of State; issues certificates of election to candidates; and provides an official tabulation of returns.

The Board oversees voter registration and public education activities and provides all registration materials used in the State. The Board trains and supervises all individuals who serve as statewide voter registration agents. The agency conducts voter registration drives throughout the State and at each institution of higher education in Rhode Island. It oversees and coordinates the registration of voters at other state agencies and departments as part of the National Voter Registration Act. The Board carries out the mandates of the Rhode Island Campaign Contributions and Expenditures Reporting Act (the "Act"). The agency oversees and monitors the campaign finance activities of candidates, political action committees and state vendors. The Board's responsibilities also include the development, printing and distribution of forms required for candidate, committee and vendor reports as well as the publication of manuals describing and explaining the requirements set forth in the statutes. The Board reviews and makes available for inspection all reports filed, prepares summaries and an annual report, and is authorized to investigate suspected violations of the Act. The agency oversees and administers the public financing of campaigns program for each of the State's five general offices.

### Statutory History

Chapter 825 of the Public Laws of 1901 created the "State Returning Board," which was replaced by Chapter 1040 of the Public Laws of 1941 which created the "Board of Elections" as a partisan board. Chapter 312 of the Public Laws of 1979 amended the law to establish the Board of Elections as a non-partisan board. R.I.G.L. 17-7 sets forth its duties and powers. R.I.G.L. 17-25 sets out the mandates of the Rhode Island Campaign Contributions and Expenditure Reporting Act (public financing of campaigns). R.I.G.L. 42-6 provides for the registration of voters at other state agencies. R.I.G.L. 17-27 provides for reporting requirements and monitoring of political contributions by state vendors. R.I.G.L. 17-19 provides for the use of an optical scan precinct count voting system in state elections.

# Budget

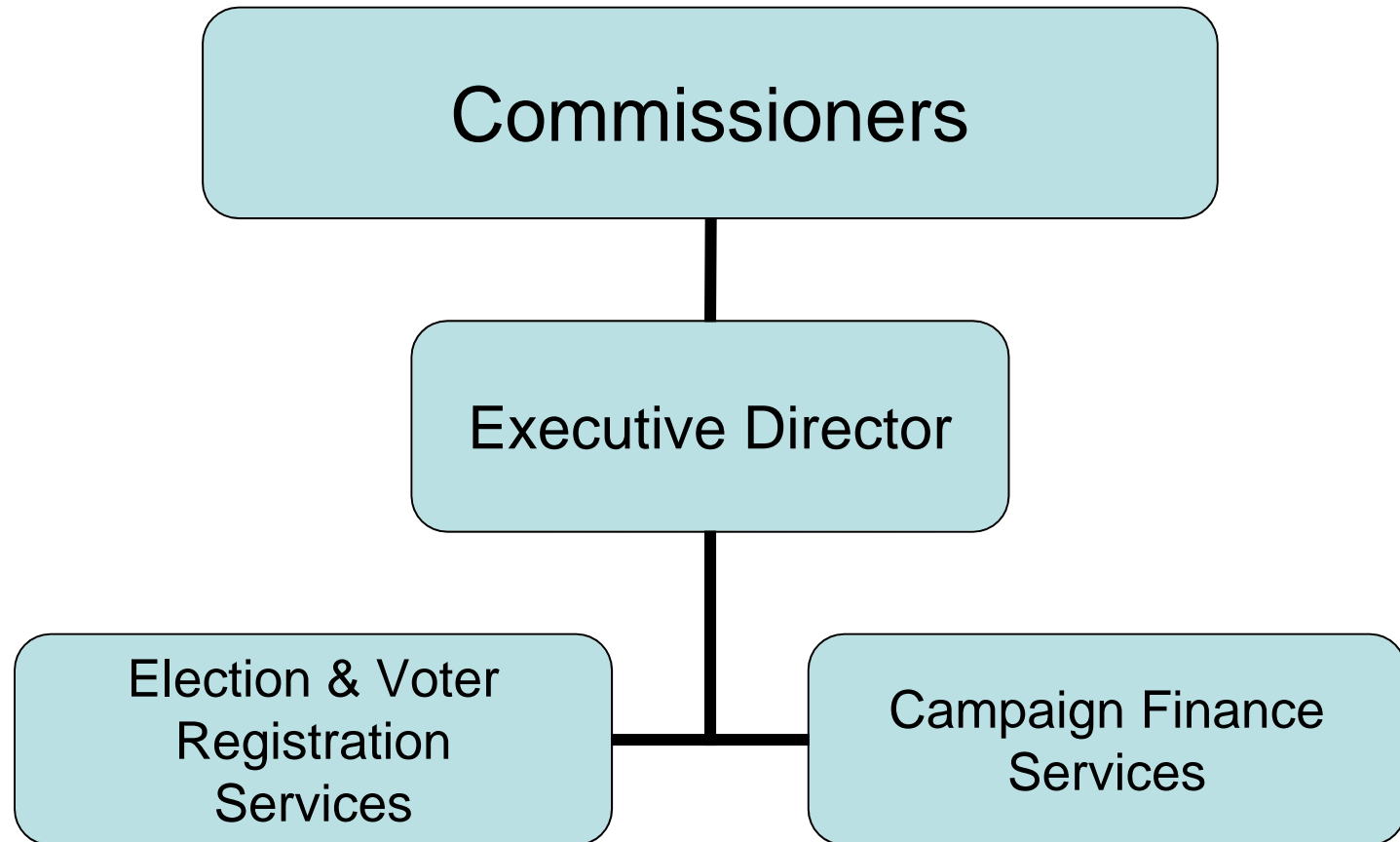
## Board Of Elections

	FY 2013 Audited	FY 2014 Audited	FY 2015 Enacted	FY 2015 Revised	FY 2016 Recommend
<b>Expenditures By Program</b>					
Central Management	1,846,513	1,573,262	4,145,127	4,656,199	1,818,305
<b>Total Expenditures</b>	<b>\$1,846,513</b>	<b>\$1,573,262</b>	<b>\$4,145,127</b>	<b>\$4,656,199</b>	<b>\$1,818,305</b>
<b>Expenditures By Object</b>					
Personnel	1,565,625	1,323,989	1,380,078	1,380,782	1,269,831
Operating Supplies and Expenses	280,888	248,159	657,109	568,589	526,784
Assistance and Grants	-	-	2,000,000	2,620,273	-
<b>Subtotal: Operating Expenditures</b>	<b>1,846,513</b>	<b>1,572,148</b>	<b>4,037,187</b>	<b>4,569,644</b>	<b>1,796,615</b>
Capital Purchases and Equipment	-	1,114	107,940	86,555	21,690
<b>Total Expenditures</b>	<b>\$1,846,513</b>	<b>\$1,573,262</b>	<b>\$4,145,127</b>	<b>\$4,656,199</b>	<b>\$1,818,305</b>
<b>Expenditures By Funds</b>					
General Revenue	1,846,488	1,573,262	4,145,127	4,656,199	1,818,305
Federal Funds	25	-	-	-	-
<b>Total Expenditures</b>	<b>\$1,846,513</b>	<b>\$1,573,262</b>	<b>\$4,145,127</b>	<b>\$4,656,199</b>	<b>\$1,818,305</b>
<b>FTE Authorization</b>	<b>11.0</b>	<b>11.0</b>	<b>11.0</b>	<b>11.0</b>	<b>11.0</b>

# The Agency

Board of Elections

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# Personnel

## Board Of Elections Central Management

	Grade	FY 2015		FY 2016	
		FTE	Cost	FTE	Cost
<b>Unclassified</b>					
EXECUTIVE DIRECTOR	00844A	1.0	142,376	1.0	145,223
PRINCIPAL PROJECTS MANAGER	00831A	1.0	84,864	1.0	86,485
SUPERVISING ACCOUNTANT	00831A	1.0	77,379	1.0	78,927
SENIOR ADMINISTRATIVE AIDE/TRAINING	00319A	2.0	95,909	2.0	86,102
PLANNING AND PROGRAM DEVELOPMENT	00320A	4.0	205,271	4.0	209,339
CONFIDENTIAL SECRETARY	00817A	1.0	45,405	1.0	46,313
SENIOR RECEPTIONIST	00312A	1.0	39,673	1.0	40,466
COMMISSIONER-BOARD OF ELECTIONS	00510F	-	28,000	-	28,000
<b>Subtotal</b>		<b>11.0</b>	<b>\$718,877</b>	<b>11.0</b>	<b>\$720,855</b>
Temporary and Seasonal		-	190,000	-	-
Turnover		-	(36,571)	-	-
<b>Subtotal</b>		<b>-</b>	<b>\$153,429</b>	<b>-</b>	<b>-</b>
<b>Total Salaries</b>		<b>11.0</b>	<b>\$872,306</b>	<b>11.0</b>	<b>\$720,855</b>
<b>Benefits</b>					
Payroll Accrual			3,882		4,090
FICA			50,842		53,838
Retiree Health			51,257		48,453
Health Benefits			137,587		164,817
Retirement			162,082		173,295
<b>Subtotal</b>			<b>\$405,650</b>		<b>\$444,493</b>
<b>Total Salaries and Benefits</b>		<b>11.0</b>	<b>\$1,277,956</b>	<b>11.0</b>	<b>\$1,165,348</b>
<b>Cost Per FTE Position (Excluding Temporary and Seasonal)</b>			<b>\$98,905</b>		<b>\$105,941</b>
<b>Statewide Benefit Assessment</b>			<b>\$29,338</b>		<b>\$30,995</b>
<b>Payroll Costs</b>		<b>11.0</b>	<b>\$1,307,294</b>	<b>11.0</b>	<b>\$1,196,343</b>
<b>Purchased Services</b>					
Information Technology			12,000		12,000
Clerical and Temporary Services			700		700
Legal Services			60,000		60,000
Other Contracts			788		788
<b>Subtotal</b>			<b>\$73,488</b>		<b>\$73,488</b>
<b>Total Personnel</b>		<b>11.0</b>	<b>\$1,380,782</b>	<b>11.0</b>	<b>\$1,269,831</b>
<b>Distribution By Source Of Funds</b>					
General Revenue		11.0	\$1,380,782	11.0	\$1,269,831
<b>Total All Funds</b>		<b>11.0</b>	<b>\$1,380,782</b>	<b>11.0</b>	<b>\$1,269,831</b>

# Agency

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## Rhode Island Ethics Commission

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### Agency Mission

Ensure that public officials and employees adhere to the highest standards of ethical conduct, respect the public trust, avoid the appearance of impropriety, and not use their position for private gain or advantage.

Respond efficiently and thoroughly to public inquiries regarding requirements of the Code of Ethics for public officials and employees.

Thoroughly investigate complaints alleging violations of the provisions of the Code of Ethics in a timely manner.

Expand the use of technology in all aspects of the Commission's operations and ensuring greater public access to information and more effective use of investigative and informational resources.

Provide educational and informational seminars, programs and publications for public officials and employees and the public-at-large regarding codes of conduct for public servants and the workings of the Ethics Commission.

### Agency Description

The independent, non-partisan Rhode Island Ethics Commission was established pursuant to an amendment to the Rhode Island Constitution, approved by the voters on November 4, 1986. The Commission's first members were appointed on July 25, 1987, pursuant to Title 36, Chapter 14 of the Rhode Island General Laws. The operations of the Ethics Commission include formulating policies and regulations relating to the conduct of public officials and employees; investigating and adjudicating complaints alleging violations of the Code of Ethics; maintaining files on more than 4,500 Financial Disclosure Statements per year; issuing advisory opinions to public officials and employees at their request regarding the application of the Code of Ethics to a specific situation, and educating public officials, employees and members of the public as to the requirements of the Code of Ethics and the functions of the Commission.

The staff of the Commission is headed by an Executive Director/Chief Prosecutor, who is hired by the Commission. The Commission's operations are funded solely with state general revenues.

### Statutory History

Title 36 Chapter 14 of the Rhode Island General Laws establishes the Ethics Commission, sets forth the legislative provisions of the Code of Ethics and defines the Commission's advisory, investigative and adjudicative powers.

# Budget

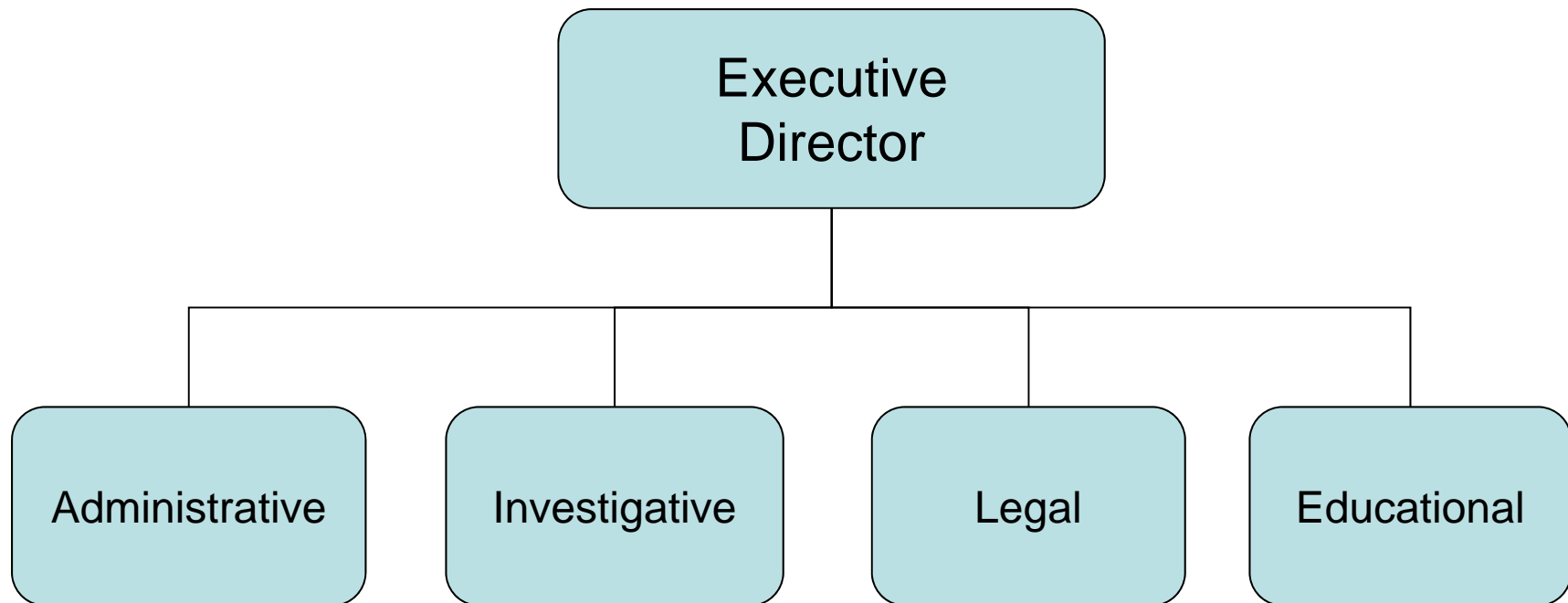
## Rhode Island Ethics Commission

	FY 2013 Audited	FY 2014 Audited	FY 2015 Enacted	FY 2015 Revised	FY 2016 Recommend
<b>Expenditures By Program</b>					
RI Ethics Commission	1,500,568	1,541,741	1,581,205	1,618,883	1,644,876
<b>Total Expenditures</b>	<b>\$1,500,568</b>	<b>\$1,541,741</b>	<b>\$1,581,205</b>	<b>\$1,618,883</b>	<b>\$1,644,876</b>
<b>Expenditures By Object</b>					
Personnel	1,331,270	1,378,937	1,409,575	1,429,913	1,463,149
Operating Supplies and Expenses	154,157	156,539	165,512	174,852	175,609
<b>Subtotal: Operating Expenditures</b>	<b>1,485,427</b>	<b>1,535,476</b>	<b>1,575,087</b>	<b>1,604,765</b>	<b>1,638,758</b>
Capital Purchases and Equipment	15,141	6,265	6,118	14,118	6,118
<b>Total Expenditures</b>	<b>\$1,500,568</b>	<b>\$1,541,741</b>	<b>\$1,581,205</b>	<b>\$1,618,883</b>	<b>\$1,644,876</b>
<b>Expenditures By Funds</b>					
General Revenue	1,500,568	1,541,741	1,581,205	1,618,883	1,644,876
<b>Total Expenditures</b>	<b>\$1,500,568</b>	<b>\$1,541,741</b>	<b>\$1,581,205</b>	<b>\$1,618,883</b>	<b>\$1,644,876</b>
<b>FTE Authorization</b>	<b>12.0</b>	<b>12.0</b>	<b>12.0</b>	<b>12.0</b>	<b>12.0</b>

# The Agency

Rhode Island Ethics Commission

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# Personnel

## Rhode Island Ethics Commission

### RI Ethics Commission

	Grade	FY 2015		FY 2016	
		FTE	Cost	FTE	Cost
<b>Unclassified</b>					
EXECUTIVE DIRECTOR/CHIEF PROSECUTOR	00845A	1.0	134,873	1.0	137,570
CHIEF OF THE OFFICE OF INVESTIGATIONS	00836A	1.0	104,619	1.0	106,648
STAFF ATTORNEY V	00836A	1.0	97,035	1.0	98,976
STAFF ATTORNEY IV	00834A	1.0	90,574	1.0	92,386
SPECIAL PROJECTS COORDINATOR	00829A	1.0	81,823	1.0	83,460
SENIOR CONFIDENTIAL INVESTIGATOR	00832A <sup>1</sup>	1.0	82,975	1.0	81,983
STAFF ATTORNEY I	00828A	1.0	65,533	1.0	66,844
STAFF ATTORNEY II	00830A	1.0	63,472	1.0	67,109
ADMINISTRATIVE OFFICER	00822A	1.0	56,858	1.0	57,996
INVESTIGATOR I	00823A	1.0	56,360	1.0	57,487
ADMINISTRATIVE ASSISTANT	00816A	1.0	44,111	1.0	44,993
RESEARCH AIDE	00810A	1.0	34,585	1.0	35,877
<b>Subtotal</b>		<b>12.0</b>	<b>\$912,818</b>	<b>12.0</b>	<b>\$931,329</b>
<b>Total Salaries</b>		<b>12.0</b>	<b>\$912,818</b>	<b>12.0</b>	<b>\$931,329</b>
<b>Benefits</b>					
Payroll Accrual			5,203		5,310
FICA			68,737		70,412
Retiree Health			61,438		55,882
Health Benefits			96,120		105,686
Retirement			221,457		229,481
<b>Subtotal</b>			<b>\$452,955</b>		<b>\$466,771</b>
<b>Total Salaries and Benefits</b>		<b>12.0</b>	<b>\$1,365,773</b>	<b>12.0</b>	<b>\$1,398,100</b>
<b>Cost Per FTE Position (Excluding Temporary and Seasonal)</b>			<b>\$113,814</b>		<b>\$116,508</b>
<b>Statewide Benefit Assessment</b>			<b>\$39,140</b>		<b>\$40,049</b>
<b>Payroll Costs</b>		<b>12.0</b>	<b>\$1,404,913</b>	<b>12.0</b>	<b>\$1,438,149</b>
<b>Purchased Services</b>					
Information Technology			9,000		9,000
Clerical and Temporary Services			1,900		1,900
Legal Services			14,000		14,000
Other Contracts			100		100
<b>Subtotal</b>			<b>\$25,000</b>		<b>\$25,000</b>
<b>Total Personnel</b>		<b>12.0</b>	<b>\$1,429,913</b>	<b>12.0</b>	<b>\$1,463,149</b>
<b>Distribution By Source Of Funds</b>					
General Revenue		12.0	\$1,429,913	12.0	\$1,463,149
<b>Total All Funds</b>		<b>12.0</b>	<b>\$1,429,913</b>	<b>12.0</b>	<b>\$1,463,149</b>

<sup>1</sup> Individual temporarily served as Chief of the Office of Investigations between 9/15/14 and 11/29/14 under the three-day rule.



# Performance Measures

## Rhode Island Ethics Commission RI Ethics Commission

### *Online Filing of Financial Disclosure*

The Ethics Commission is Constitutionally mandated to adopt provisions relating to financial disclosure of public officials. Approximately 4,000 elected and appointed public officials, candidates for elective office, and some public employees file annual financial statements with the Ethics Commission. Such statements are available for public inspection. In 2012, the Ethics Commission implemented an online financial disclosure filing system, which benefits both the filer and the Ethics Commission through cost savings, ease of filing, and greater efficiency. Filers may choose either to file online or to continue filing a hard copy form. The figures below represent the percentage of financial disclosures that were submitted online.

	2012	2013	2014	2015	2016
<b>Target</b>	--	66%	70%	75%	75%
<b>Actual</b>	57.8%	67.2%	69%	--	--

Performance for this measure is reported by calendar year.

### *Ethics Education Training Attendance*

The Ethics Commission is statutorily authorized to educate public officials, employees and citizens about the State Code of Ethics. This education occurs through the Commission's website and educational publications, as well as via a public contact system whereby one member of the Commission staff is on call to speak with members of the public with questions or concerns. The primary method of education is seminars, trainings and workshops provided to public officials, employees and members of the public. Such sessions vary in duration and content depending upon the needs and goals of the agency or group receiving the training. The figures below represent the number of ethics education training attendees.

	2012	2013	2014	2015	2016
<b>Target</b>	--	1,650	1,650	1,650	1,650
<b>Actual</b>	1,627	1,156	1,512	--	--

Performance for this measure is reported by state fiscal year.

### *Timeliness of Response to Access to Public Records Act Requests*

The Ethics Commission is the repository for various public documents filed by, and concerning, public officials and employees. Such documents include yearly financial statements, conflict of interest statements ("recusal forms"), advisory opinions, and request letters and complaint materials. Public access to these documents is crucial to fostering and maintaining openness and accountability in public service. RI's Access to Public Records Act (APRA) requires that public documents be made available within 10 days of a request, unless an extension is necessary. Because of the importance of honoring these requests in a timely fashion, the Ethics Commission has committed to completing the majority of requests within a single business day. Records are made available electronically in most cases to avoid any cost to the person making the request. This measure represents the percentage of APRA requests completed within one day.

	2012	2013	2014	2015	2016
<b>Target</b>	--	80%	85%	85%	85%
<b>Actual</b>	75%	85.3%	97.5%	--	--

Performance for this measure is reported by state fiscal year.

# Agency

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## Rhode Island Commission For Human Rights

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### Agency Mission

To enforce state and federal anti-discrimination laws.

### Agency Description

The Rhode Island Commission for Human Rights enforces Rhode Island anti-discrimination laws in the areas of employment, housing, public accommodations, credit, and delivery of services. The employment and public accommodation statutes prohibit discrimination based on race, color, sex, religion, age, sexual orientation and gender identity/expression, disability and ancestral origin. The housing and credit statutes also prohibit discrimination based on marital status, familial status, housing status and association with members of a protected class. The housing statute additionally prohibits discrimination on the basis of status as a victim of domestic abuse. The delivery of service statute prohibits discrimination on the basis of disability.

The Commission's major program activities include outreach and education, intake, investigation, conciliation and administrative hearings. Staff members perform outreach and education activities voluntarily and frequently, after normal working hours. Intake involves the receipt and evaluation of inquiries. If the allegations present a prima facie case of discrimination, a formal charge of discrimination is prepared and forwarded to the respondent. Investigators conduct an impartial analysis of evidence obtained from both parties, compare all elements of the case and attempt to negotiate a resolution. Where resolution is not achieved, investigators make a recommendation on the merits of the charge to a Preliminary Investigating Commissioner ("PIC"). The PIC makes a formal ruling as to whether there is "Probable Cause" or "No Probable Cause" in respect to the allegations of the charge. A No Probable Cause ruling terminates proceedings at the Commission. Upon a "Probable Cause" ruling, the commission attempts to conciliate the matter. The parties have the opportunity to elect that the matter be heard in Superior Court. Where conciliation is unsuccessful, and the parties have elected to proceed at the commission, an administrative hearing is conducted. At the administrative hearing, evidence is admitted and sworn testimony is heard before a Commissioner; a court stenographer also is present. The commission renders a formal decision and order following an administrative hearing.

### Statutory History

The commission was created and empowered in 1949 by Title 28, Chapter 5 of the General Laws of Rhode Island (the Fair Employment Practices Act). The commission has been given statutory responsibility to enforce the following laws: R.I.G.L. § 28-5-1 et seq.; R.I.G.L. § 34-37-1 et seq. (Fair Housing Practices Act); R.I.G.L. § 11-24-1 et seq. (Hotels and Public Places); R.I.G.L. §§ 23-6-22 and 23-6-23 (Prevention and Suppression of Contagious Diseases); R.I.G.L. § 42-87-1 et seq. (Civil Rights of People with Disabilities); and R.I.G.L. § 40-9.1-1 et seq. (Equal Rights of Blind and Deaf Persons to Public Facilities). In addition to state laws, the Commission assists the federal government in enforcing the following federal laws: Title VII of the Civil Rights Act of 1964, the Age Discrimination in Employment Act, the Americans with Disabilities Act and Title VIII of the Federal Fair Housing Law, as amended. During the 2013 legislative session, there was one substantive change to the laws enforced by the Commission. On July 15, 2013, Governor Lincoln Chafee signed into law the so-called "Ban the Box" legislation. The law, which became effective on January 1, 2014, amends the state Fair Employment Practices Act to prohibit employers from inquiring before a first interview, either via an employment application or otherwise, whether an applicant has been convicted of a crime; certain enumerated exceptions apply.

# Budget

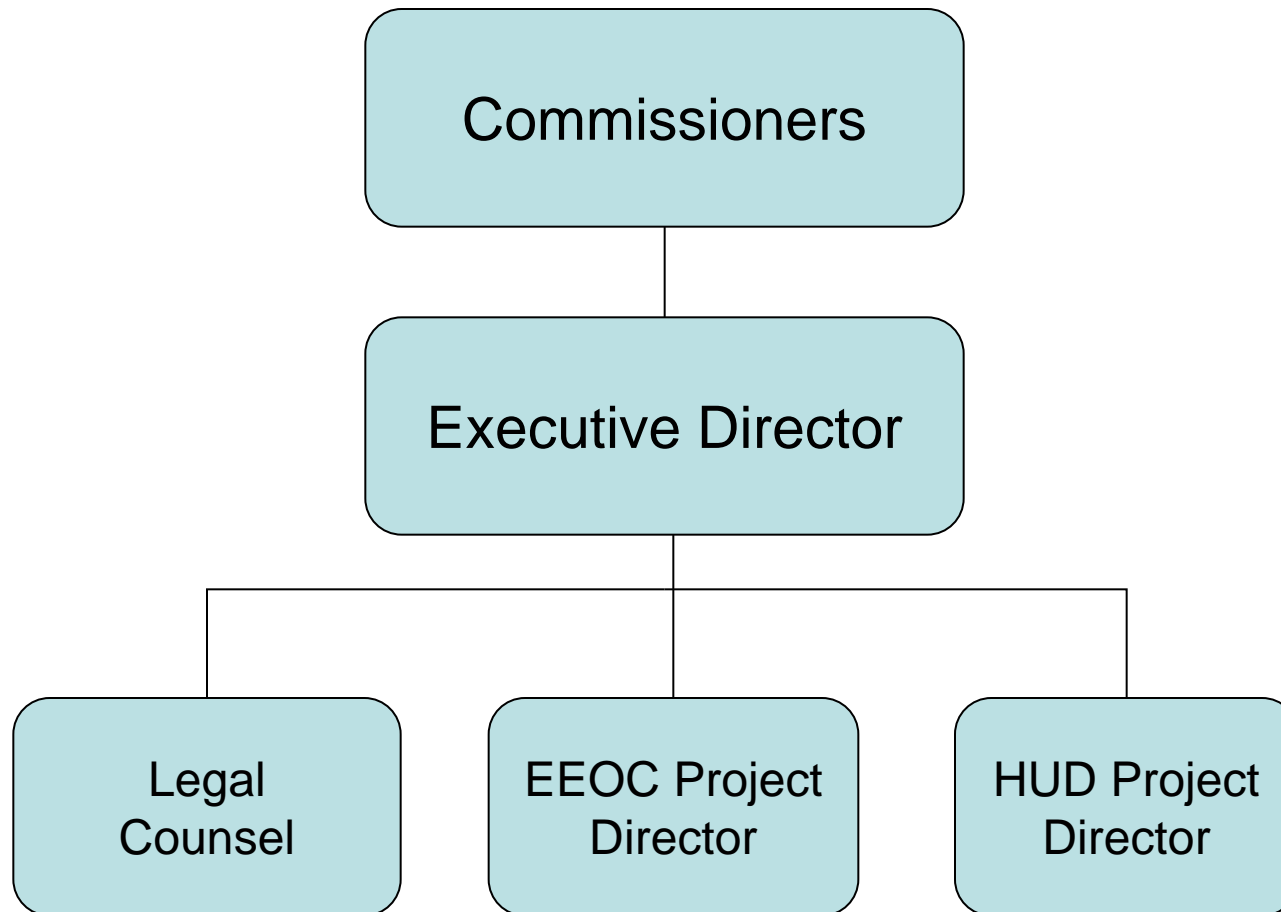
## Rhode Island Commission For Human Rights

	FY 2013 Audited	FY 2014 Audited	FY 2015 Enacted	FY 2015 Revised	FY 2016 Recommend
<b>Expenditures By Program</b>					
Central Management	1,454,143	1,489,579	1,480,179	1,532,455	1,548,010
<b>Total Expenditures</b>	<b>\$1,454,143</b>	<b>\$1,489,579</b>	<b>\$1,480,179</b>	<b>\$1,532,455</b>	<b>\$1,548,010</b>
<b>Expenditures By Object</b>					
Personnel	1,213,057	1,248,025	1,257,590	1,294,090	1,313,045
Operating Supplies and Expenses	241,086	241,554	222,589	238,365	234,965
<b>Subtotal: Operating Expenditures</b>	<b>1,454,143</b>	<b>1,489,579</b>	<b>1,480,179</b>	<b>1,532,455</b>	<b>1,548,010</b>
<b>Total Expenditures</b>	<b>\$1,454,143</b>	<b>\$1,489,579</b>	<b>\$1,480,179</b>	<b>\$1,532,455</b>	<b>\$1,548,010</b>
<b>Expenditures By Funds</b>					
General Revenue	1,131,840	1,138,859	1,193,083	1,221,763	1,252,174
Federal Funds	322,303	350,720	287,096	310,692	295,836
<b>Total Expenditures</b>	<b>\$1,454,143</b>	<b>\$1,489,579</b>	<b>\$1,480,179</b>	<b>\$1,532,455</b>	<b>\$1,548,010</b>
<b>FTE Authorization</b>	<b>14.5</b>	<b>14.5</b>	<b>14.5</b>	<b>14.5</b>	<b>14.5</b>

# The Agency

## Rhode Island Commission For Human Rights

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# Personnel

## Rhode Island Commission For Human Rights Central Management

	Grade	FY 2015		FY 2016	
		FTE	Cost	FTE	Cost
<b>Unclassified</b>					
EXECUTIVE SECRETARY - HUMAN RIGHTS	00832A	1.0	84,202	1.0	85,887
LEGAL COUNSEL	00826A	2.0	147,361	2.0	150,269
HUD PROJECT DIRECTOR	00320A	1.0	56,753	1.0	57,853
EQUAL EMPLOYMENT OPP. COMM. PROJECT DIR.	00320A	1.0	55,023	1.0	56,123
SENIOR COMPLIANCE OFFICER (HUMAN RIGHTS)	00319A	3.5	177,840	3.5	181,938
CHIEF CLERK	0E013A	1.0	49,783	1.0	50,760
INVESTIGATOR (HUMAN RIGHTS)	00314A	3.0	129,631	3.0	132,207
ADMINISTRATIVE AIDE	00310A	2.0	79,561	2.0	81,152
<b>Subtotal</b>		<b>14.5</b>	<b>\$780,154</b>	<b>14.5</b>	<b>\$796,189</b>
Turnover		-	(19,787)	-	(20,754)
<b>Subtotal</b>		<b>-</b>	<b>(\$19,787)</b>	<b>-</b>	<b>(\$20,754)</b>
<b>Total Salaries</b>		<b>14.5</b>	<b>\$760,367</b>	<b>14.5</b>	<b>\$775,435</b>
<b>Benefits</b>					
Payroll Accrual			4,350		4,423
FICA			58,168		59,321
Retiree Health			51,324		46,526
Health Benefits			182,157		200,170
Retirement			184,998		191,066
<b>Subtotal</b>			<b>\$480,997</b>		<b>\$501,506</b>
<b>Total Salaries and Benefits</b>		<b>14.5</b>	<b>\$1,241,364</b>	<b>14.5</b>	<b>\$1,276,941</b>
<b>Cost Per FTE Position (Excluding Temporary and Seasonal)</b>			<b>\$85,611</b>		<b>\$88,065</b>
<b>Statewide Benefit Assessment</b>			<b>\$32,696</b>		<b>\$33,344</b>
<b>Payroll Costs</b>		<b>14.5</b>	<b>\$1,274,060</b>	<b>14.5</b>	<b>\$1,310,285</b>
<b>Purchased Services</b>					
Clerical and Temporary Services			19,855		2,500
Legal Services			90		90
Other Contracts			85		170
<b>Subtotal</b>			<b>\$20,030</b>		<b>\$2,760</b>
<b>Total Personnel</b>		<b>14.5</b>	<b>\$1,294,090</b>	<b>14.5</b>	<b>\$1,313,045</b>
<b>Distribution By Source Of Funds</b>					
General Revenue		11.8	\$992,919	11.9	\$1,023,230
Federal Funds		2.7	\$301,171	2.6	\$289,815
<b>Total All Funds</b>		<b>14.5</b>	<b>\$1,294,090</b>	<b>14.5</b>	<b>\$1,313,045</b>

# Performance Measures

## Rhode Island Commission For Human Rights Central Management

### *Cases Processed*

The figures below represent the number of cases achieving a final disposition (e.g., settlement, No Probable Cause ruling, administrative closure) as well as cases in which a ruling of Probable Cause has been rendered. Although Probable Cause rulings do not result in an immediate closure of cases, such cases are included here so as to accurately reflect the overall work of Commission staff. A higher number of cases processed indicates a greater amount of agency work product and results in a decrease in the number of cases carried forward to a new fiscal year.

	2012	2013	2014	2015	2016
<b>Target</b>	--	422	414	414	400
<b>Actual</b>	411	389	376	--	--

Performance for this measure is reported by state fiscal year.

### *Outreach Activities*

The figures below represent the number of outreach activities conducted by agency staff in compliance with the statutory mandate of R.I.G.L. § 28-5-14. A higher number of outreach activities generally indicates a greater success at compliance with the statutory mandate.

	2012	2013	2014	2015	2016
<b>Target</b>	--	26	28	28	32
<b>Actual</b>	24	31	46	--	--

Performance for this measure is reported by state fiscal year.

### *Average Case Age at Closure*

This performance measure assesses the average age, in days, of a case at final disposition. A lower number reflects the more expeditious processing of cases. The data is from Commission case tracking records.

	2012	2013	2014	2015	2016
<b>Target</b>	--	365 Days	365 Days	365 Days	365 Days
<b>Actual</b>	400 Days	329 Days	308 Days	--	--

Performance for this measure is reported by state fiscal year.

# Agency

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## Public Utilities Commission

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### Agency Mission

To provide fair regulation of public utilities, CATV, common carriers, and major energy facilities; ensure just and reasonable rates; ensure sufficient utility infrastructure to promote economic development; implement legislative mandates that facilitate renewable electric generation, improve water availability, deliver rapid communications and assure that Rhode Island is on the cutting edge of reliability and environmental quality regulation; and cooperate with other state and federal government agencies to coordinate efforts to meet the above objectives.

### Agency Description

The Public Utilities Commission (PUC) comprises two distinct regulatory bodies: a three member Commission (Commission) and the Division of Public Utilities and Carriers (Division). The Public Utilities Commission serves as a quasi-judicial tribunal with jurisdiction, powers, and duties to implement and enforce the standards of conduct under §39-1-27.6 and to hold investigations and hearings involving the rates, tariffs, tolls, and charges, and the sufficiency and reasonableness of facilities and accommodations of railroad, ferry boats, gas, electric distribution, water, telephone, telegraph, and pipeline public utilities, the location of railroad depots and stations, and the control of grade crossings, the revocation, suspension or alteration of certificates issued pursuant to §39-19-4, appeals under §39-1-30, petitions under §39-1-31, and proceedings under §39-1-32. Through participation in the Energy Facility Siting Board, the Commission's chair also exercises jurisdiction over the siting of major energy facilities, pursuant to Chapter 42-98.

The Division, which is headed by an Administrator, who is not a Commissioner, exercises the jurisdiction, supervision, powers and duties not specifically assigned to the Commission, including the execution of all laws relating to public utilities and carriers and all regulations and orders of the Commission governing the conduct and charges of public utilities. The Division has exclusive jurisdiction over the rates, tariffs, tolls and charges, and the sufficiency, and reasonableness of facilities and accommodations of common carriers of property and passengers over the State's public roadways, pursuant to Chapters 39-12, 39-13, and 39-14. Additionally, the Division supervises and regulates Community Antenna Television Systems (CATV) in Rhode Island; certifies all public utilities; and has independent regulatory authority over the transactions between public utilities and affiliates, and all public utility equity and debt issuances.

### Statutory History

The PUC and its predecessor agency, the Rhode Island Railroad Commission, have been regulating utilities in this state since 1839. The Railroad Commission was later abolished by an act of the legislature, leading to the creation of the more comprehensive Public Utility Commission in 1912. From 1981 to 1996, the duties of the Administrator of the Division and Chairperson of the Commission were combined in a single position. The Utility Restructuring Act of 1996 later divided these duties into two separate positions: Chairman of the Commission and Administrator, Division of Public Utilities and Carriers.

# Budget

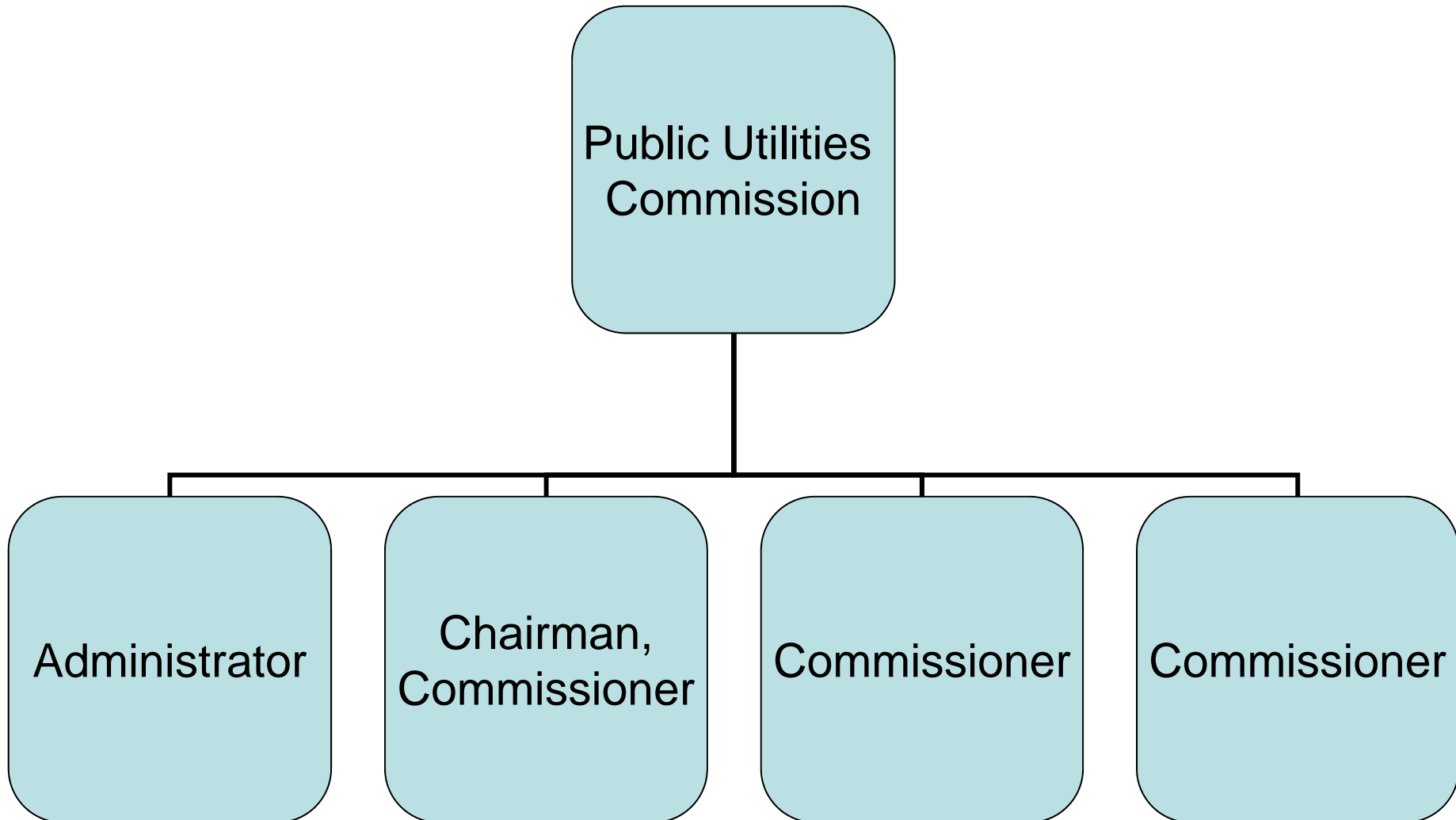
## Public Utilities Commission

	FY 2013 Audited	FY 2014 Audited	FY 2015 Enacted	FY 2015 Revised	FY 2016 Recommend
<b>Expenditures By Program</b>					
Central Management	7,130,573	6,823,882	8,459,886	8,430,886	8,684,685
<b>Total Expenditures</b>	<b>\$7,130,573</b>	<b>\$6,823,882</b>	<b>\$8,459,886</b>	<b>\$8,430,886</b>	<b>\$8,684,685</b>
<b>Expenditures By Object</b>					
Personnel	6,306,300	6,205,483	7,459,618	7,463,786	7,688,818
Operating Supplies and Expenses	760,332	584,205	937,931	936,763	936,530
Assistance and Grants	-	-	337	337	337
<b>Subtotal: Operating Expenditures</b>	<b>7,066,632</b>	<b>6,789,688</b>	<b>8,397,886</b>	<b>8,400,886</b>	<b>8,625,685</b>
Capital Purchases and Equipment	63,941	34,194	62,000	30,000	59,000
<b>Total Expenditures</b>	<b>\$7,130,573</b>	<b>\$6,823,882</b>	<b>\$8,459,886</b>	<b>\$8,430,886</b>	<b>\$8,684,685</b>
<b>Expenditures By Funds</b>					
Federal Funds	281,102	207,575	87,733	87,733	90,000
Restricted Receipts	6,849,471	6,616,307	8,372,153	8,343,153	8,594,685
<b>Total Expenditures</b>	<b>\$7,130,573</b>	<b>\$6,823,882</b>	<b>\$8,459,886</b>	<b>\$8,430,886</b>	<b>\$8,684,685</b>
<b>FTE Authorization</b>	<b>48.0</b>	<b>49.0</b>	<b>50.0</b>	<b>50.0</b>	<b>50.0</b>



# The Agency

## Public Utilities Commission



# Personnel

## Public Utilities Commission Central Management

	Grade	FY 2015		FY 2016	
		FTE	Cost	FTE	Cost
<b>Classified</b>					
ASSISTANT DIRECTOR FOR LEGAL SERVICES (DOT)	00141A	1.0	122,445	1.0	124,853
CHIEF PUBLIC UTILITIES ACCOUNTANT	00140A	1.0	116,532	1.0	118,829
CHIEF OF LEGAL SERVICES	00139A	1.0	112,439	1.0	114,623
ASSOCIATE PUBLIC UTILITIES ADMIN FOR OPER & CHIEF FINANCIAL ANALYST	00136A	1.0	99,649	1.0	101,621
PUBLIC UTILITIES ADMINISTRATION & ASSOCIATE PUBLIC UTILITIES ADMINISTRATOR	00138A	1.0	98,586	1.0	100,522
ASSOCIATE ADM CABLE TV & LEGIS LIAIS FOR INVESTIGATIVE AUDITOR	00136A	1.0	89,161	1.0	90,886
DEPUTY CHIEF OF LEGAL SERVICES	00137A	2.0	165,744	2.0	169,060
PUBLIC UTILITIES ANALYST V	0AB33A	5.0	414,003	5.0	427,995
SENIOR LEGAL COUNSEL	00134A	2.0	163,636	2.0	166,767
ASSISTANT TO CHIEF PUBLIC UTILITIES	00034A	1.0	68,771	1.0	70,146
PUBLIC UTILITIES ANALYST IV	00027A	1.0	68,285	1.0	69,624
PRINCIPAL AUDITOR	0AB28A	1.0	66,705	1.0	67,386
PUBLIC UTILITIES ENGINEERING SPECIALIST II	00028A	4.0	251,180	4.0	261,827
PROGRAMMING SERVICES OFFICER	00031A	1.0	61,172	1.0	62,936
CHIEF CONSUMER AGENT (DPUC)	0AB24A	1.0	60,294	1.0	61,483
CHIEF FIELD INVESTIGATOR (MOTOR VEHICLES)	00024A	1.0	56,858	1.0	57,996
MOTOR CARRIER COMPLIANCE INSPECTOR	00020A	2.0	93,688	2.0	95,562
INFORMATION SERVICES TECHNICIAN I	00016A	2.0	88,859	2.0	90,601
CONSUMER AGENT (DPUC)	0AB18A	5.0	216,417	5.0	221,875
PUBLIC UTILITIES ANALYST II	00022A	1.0	42,869	1.0	44,972
INFORMATION SERVICES TECHNICIAN II	00020A	1.0	40,421	1.0	41,229
CUSTOMER SERVICE SPECIALIST I	0AB15A	1.0	37,671	1.0	39,469
<b>Subtotal</b>		<b>41.0</b>	<b>\$2,888,427</b>	<b>41.0</b>	<b>\$2,961,851</b>
<b>Unclassified</b>					
ADMINISTRATOR, DIVISION OF PUBLIC UTILITIES & CHAIRPERSON, PUBLIC UTILITIES COMMISSION	00847A	1.0	154,955	1.0	157,986
MEMBER, PUBLIC UTILITIES COMMISSION	00842A	1.0	114,502	1.0	116,792
PRINCIPAL POLICY ASSOCIATE	00839A	2.0	218,703	2.0	223,078
STAFF ATTORNEY II	00837A	1.0	82,687	1.0	87,482
ADMINISTRATIVE ASSISTANT	00830A	1.0	81,764	1.0	83,323
ADMINISTRATIVE ASSISTANT	00129A	1.0	81,763	1.0	83,365
ADMINISTRATIVE ASSISTANT	00822A	2.0	105,437	2.0	108,986
<b>Subtotal</b>		<b>9.0</b>	<b>\$839,811</b>	<b>9.0</b>	<b>\$861,012</b>

# Personnel

## Public Utilities Commission Central Management

	Grade	FY 2015		FY 2016	
		FTE	Cost	FTE	Cost
Overtime		-	50,800	-	50,800
Turnover		-	(135,460)	-	(111,772)
<b>Subtotal</b>		-	<b>(\$84,660)</b>	-	<b>(\$60,972)</b>
<b>Total Salaries</b>		<b>50.0</b>	<b>\$3,643,578</b>	<b>50.0</b>	<b>\$3,761,891</b>
<b>Benefits</b>					
Payroll Accrual			20,749		21,551
FICA			276,224		285,413
Retiree Health			245,509		225,667
Health Benefits			575,594		646,778
Retirement			874,119		914,411
<b>Subtotal</b>			<b>\$1,992,195</b>		<b>\$2,093,820</b>
<b>Total Salaries and Benefits</b>		<b>50.0</b>	<b>\$5,635,773</b>	<b>50.0</b>	<b>\$5,855,711</b>
<b>Cost Per FTE Position (Excluding Temporary and Seasonal)</b>			<b>\$112,715</b>		<b>\$117,114</b>
<b>Statewide Benefit Assessment</b>			<b>\$154,488</b>		<b>\$159,582</b>
<b>Payroll Costs</b>		<b>50.0</b>	<b>\$5,790,261</b>	<b>50.0</b>	<b>\$6,015,293</b>
<b>Purchased Services</b>					
Information Technology			115,000		115,000
Clerical and Temporary Services			87,784		87,784
Management & Consultant Services			965,737		965,737
Legal Services			443,000		443,000
Other Contracts			15,504		15,504
Buildings and Ground Maintenance			45,750		45,750
Design and Engineering Services			750		750
<b>Subtotal</b>			<b>\$1,673,525</b>		<b>\$1,673,525</b>
<b>Total Personnel</b>		<b>50.0</b>	<b>\$7,463,786</b>	<b>50.0</b>	<b>\$7,688,818</b>
<b>Distribution By Source Of Funds</b>					
Federal Funds		-	\$80,926	-	\$83,426
Restricted Receipts		50.0	\$7,382,860	50.0	\$7,605,392
<b>Total All Funds</b>		<b>50.0</b>	<b>\$7,463,786</b>	<b>50.0</b>	<b>\$7,688,818</b>

# Performance Measures

## Public Utilities Commission Central Management

### *Timeliness of Motor Carrier Applications and Reports*

When the Division of Public Utilities and Carriers (DPUC) receives an application to operate as a motor carrier (e.g., taxi, limousine, water taxi, etc.), it is docketed and a public hearing is scheduled and advertised. Following the hearing, DPUC issues a formal written report approving or denying the application. The figures below represent the percentage of motor carrier applications completed within 60 business days.

	2012	2013	2014	2015	2016
<b>Target</b>	--	95%	95%	95%	95%
<b>Actual</b>	--	87.5%	90.7%	--	--

Performance for this measure is reported by state fiscal year.

### *Timeliness of Cable Service and Telecom Inquiry Resolution*

DPUC receives cable and telecom customer inquiries involving billing disputes, tariff issues, rate increases, interconnect issues, product installation, repairs, and service quality. The figures below represent the percentage of inquiries resolved within 60 business days.

	2012	2013	2014	2015	2016
<b>Target</b>	--	100%	100%	100%	100%
<b>Actual</b>	--	98.9%	99.8%	--	--

Performance for this measure is reported by state fiscal year.

### *Timeliness of Informal Consumer Payment Plan Process*

Customers enrolling in a payment plan are required to make an initial down payment of 10 percent of their unpaid balance in order to avoid utility service termination or to have their service restored. The figures below represent the percentage of informal consumer payment agreements processed within 60 days of an inquiry.

	2012	2013	2014	2015	2016
<b>Target</b>	--	90%	90%	90%	90%
<b>Actual</b>	--	98.9%	96.4%	--	--

Performance for this measure is reported by state fiscal year.

### *Timeliness of Consumer Billing Complaint Investigations*

DPUC investigates complaints involving motor carriers and public utilities including electric, gas, and water providers. Non-payment related billing complaints are often attributable to clerical error, customer misunderstanding, and faulty utility meters. The figures below represent the percentage of non-payment related billing complaint investigations completed within 60 business days.

	2012	2013	2014	2015	2016
<b>Target</b>	--	90%	90%	90%	90%
<b>Actual</b>	--	97.3%	99.2%	--	--

Performance for this measure is reported by state fiscal year.



# **Quasi-Public Agencies**



# The Agency

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## Rhode Island Airport Corporation

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### Agency Operations

The Rhode Island Airport Corporation (Corporation) was created by the Rhode Island Commerce Corporation (formerly the Rhode Island Economic Development Corporation) on December 9, 1992, as a subsidiary public corporation, government agency, and public instrumentality, having a distinct legal existence from the state and the authority, and having many of the same powers and purposes of the authority. The Corporation is empowered to undertake the planning, development, management, acquisition, ownership, operation, repair, construction, renovation, sale, lease or other disposition of any airport facility, including the T.F. Green State Airport in Warwick, as well as the five general aviation airports: North Central, Quonset, Westerly, Newport, and Block Island Airports.

The powers of the Corporation are vested in its Board of Directors consisting of seven members. The Corporation does not have the power to issue bonds or notes or borrow money without the approval of the Rhode Island Commerce Corporation.

The Corporation leases the airports from the State of Rhode Island, through the Department of Transportation (DOT). Under the lease agreement, the State and DOT have assigned all rights to airport revenues, the proceeds of the State general obligation bonds issued for airport projects, federal grant agreements, insurance proceeds, all contracts including concession agreements with vendors and airlines, and all licenses and permits. The Corporation has agreed to reimburse the State for general obligation debt service after July 1, 1993, to the extent that money is available from its funds. In the event of insufficient funds, the unpaid debt shall accrue and be payable in the following year.

The Corporation assumes responsibility for the airports and undertaking capital improvements. The Corporation is intended to provide more flexibility in the provision of state match funds for all airport related projects by utilizing revenue bonds backed by revenue from parking, car rental, and other concessionaires, including landing fees paid by airlines, as well as a passenger facility charge that the federal government has empowered local airports to collect in order to finance capital improvements.

The Corporation is entitled to receive funds from the Federal Aviation Administration (FAA) on a matching fund basis to improve the state's airport system and finance various airport operations and improvements typically range between 75-90%.

The Corporation does not receive any state appropriations from the State of Rhode Island for the operation and maintenance and capital programs relating to T.F. Green and the five general aviation airports. All of the operating and maintenance expenses, as well as operating capital programs and projects, are funded directly by revenues derived from airport operations. The debt service related to historical general obligation bonds that were issued by the State of Rhode Island for airport related projects is the responsibility of the Corporation and the Corporation is current with respect to that responsibility. The DOT has contributed capital to fund a portion of the construction of the InterLink Facility.



# The Budget

## Rhode Island Airport Corporation

	FY 2013 Actual	FY 2014 Actual	FY 2015 Revised	FY 2016 Recommended
<b>Revenue: (T.F. Green)</b>				
Passenger Airline Revenues	21,317,600	21,729,800	23,125,000	23,125,000
Landing Fees - Cargo	507,100	509,300	500,000	510,000
General Aviation	249,700	295,200	275,000	295,200
Fuel Flowage Fees	1,028,800	900,400	829,000	845,600
Tiedown & Hanger Fees	1,332,600	1,265,100	1,291,600	1,317,400
Aircraft Registration	24,900	25,900	25,000	25,500
Concessions	3,450,400	3,580,300	3,590,000	3,661,800
Miscellaneous Revenues	172,600	158,600	150,000	153,000
Utilities Reimbursement	283,200	326,200	346,000	352,900
Terminal Rent-Non Airlines	1,018,400	1,050,700	1,051,000	1,072,000
Automobile Parking	11,433,500	12,028,200	11,978,400	12,551,300
Rental Car Parking	5,111,200	5,029,000	5,232,000	5,336,600
Off Airport Courtesy Fees	639,300	659,600	658,900	672,100
Audit & Finance Charge	7,800	7,100	-	-
Federal Grants - FAA	404,100	480,500	298,000	298,000
Airport Support Fund - Revenue A65	837,700	844,300	826,000	926,000
<b>Total Revenue</b>	<b>47,818,900</b>	<b>48,890,200</b>	<b>50,175,900</b>	<b>51,142,400</b>
<b>Personnel Expenses: (T.F. Green)</b>				
Payroll	10,652,900	10,876,400	11,529,000	11,874,900
Payroll - Overtime	486,500	529,000	462,600	476,500
Snow Removal Overtime	205,400	254,400	194,200	200,000
Overtime-Holiday	267,000	344,200	299,500	308,500
Employee Retirement	819,900	1,013,300	1,089,000	1,104,200
FICA Tax	863,400	876,600	925,100	952,900
Long Term Disability & Life Insurance	156,800	154,800	197,000	197,000
Workers' Comp Insurance	303,300	384,800	390,000	390,000
Health Insurance	1,934,900	1,887,400	2,096,000	2,345,400
<b>Total Personnel Expenses</b>	<b>15,690,100</b>	<b>\$16,320,900</b>	<b>\$17,182,400</b>	<b>17,849,400</b>
<b>Total Expenses - Operating</b>	<b>9,717,800</b>	<b>10,791,500</b>	<b>11,131,600</b>	<b>11,281,000</b>
<b>Total Expenditures</b>	<b>25,407,900</b>	<b>\$27,112,400</b>	<b>\$28,314,000</b>	<b>\$29,130,400</b>
<b>Net Income from Operations</b>	<b>22,411,000</b>	<b>\$21,777,800</b>	<b>\$21,861,900</b>	<b>\$22,012,000</b>

# The Budget

## Rhode Island Airport Corporation

	FY 2013 Actual	FY 2014 Actual	FY 2015 Revised	FY 2016 Recommended
<b>Outlying Airports</b>				
Revenues	2,501,500	2,653,400	2,825,600	3,035,100
Payroll Expenses	(1,533,000)	(1,458,000)	(1,747,500)	(1,782,500)
Operating Expenses	(1,239,900)	(1,407,300)	(1,562,600)	(1,593,900)
Airport Management Fee	(157,200)	(168,000)	(154,000)	(154,000)
<b>Net Gain (Loss) Outlying Airport</b>	<b>(\$428,600)</b>	<b>(\$379,900)</b>	<b>(\$638,500)</b>	<b>(\$495,300)</b>
Depreciation & Amortization	20,071,800	19,905,400	20,900,000	21,500,000
Net Income(Loss) After Depreciation and Amortization	<b>\$1,910,600</b>	<b>\$1,492,500</b>	<b>\$323,400</b>	<b>\$16,700</b>
<b>Other Income &amp; Expenses</b>				
Interest Income	42,600	59,800	45,500	44,800
Interest Expense	(14,000)	(8,600)	(5,000)	(1,000)
Interest Expense - All Bonds	(13,057,200)	(12,144,800)	(11,800,000)	(12,609,800)
Gain (Loss) on Sale of Assets	(28,500)	30,400	-	-
Miscellaneous Income (Expense)	118,200	8,100	-	-
Interest Income - PFC	4,300	1,400	2,000	2,000
Passenger Facility Charge	7,627,800	7,307,500	7,480,000	7,480,000
Federal Grants - FAA	8,151,600	18,259,500	44,025,400	33,312,000
Miscellaneous Grants & Contributions	-	(11,600)	-	-
Land Acquisition Program	(2,169,200)	(8,976,500)	(19,458,000)	(13,125,000)
<b>Total Non-Operating Income &amp; Exp</b>	<b>675,600</b>	<b>4,525,200</b>	<b>20,289,900</b>	<b>15,103,000</b>
<b>Intermodal Facility Operations (b)</b>				
Facility Revenues	7,418,800	7,268,400	7,743,500	7,898,400
Operating Expenses	(1,264,200)	(1,383,600)	(1,475,000)	(1,504,500)
Depreciation	(4,610,900)	(4,559,400)	(4,600,000)	(4,610,000)
Interest Expense	(4,549,000)	(4,533,500)	(4,485,000)	(4,440,800)
Contributed Capital - Interlink, Net	659,000	-	-	-
<b>Total Intermodal Facility, Net</b>	<b>(\$2,346,300)</b>	<b>(\$3,208,100)</b>	<b>(\$2,816,500)</b>	<b>(\$2,656,900)</b>
<b>Net Income</b>	<b>\$239,900</b>	<b>\$2,809,600</b>	<b>17,796,800</b>	<b>12,462,800</b>

(a) The information presented for FY 2016 has neither been reviewed nor approved by the Rhode Island Airport Corporation Board of Directors and is subject to change, pending the aforementioned review.

# The Agency

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## Capital Center Commission

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### Agency Description

The Capital Center Commission is a public corporation and agency of the State of Rhode Island that was created by state enabling legislation in 1981, and is a public body of the City of Providence by City Council Ordinance enacted in 1982. Legislatively, it is responsible for the adoption, implementation, and administration of the public and private development within Capital Center through its Design and Development Regulations, which, in part, are more restrictive than the local zoning ordinance. The commission's Internal Operating Procedures establish an application and design review process, which is legislated as not to exceed ninety days. The goal is to assure compliance with the regulations and at the same time assure the developer of an early decision on its application for development.

The Capital Center Commission, a fifteen member board created by state legislation, is funded by the State of Rhode Island through the Economic Development Corporation and through development fees assessed during the project application period.

One of the largest and most ambitious economic ventures of the State of Rhode Island and its capital city - Providence - is Capital Center, a seventy-seven acre northerly expansion of downtown Providence to the State Capitol. Through the cooperative and continuing efforts of public and private ownerships and interests, an infusion of over \$100 million of public and private funds has been committed for the planning and construction of public infrastructure improvements within the area. The public improvements, completed in mid 1994, include: new rights-of-way and utility lines, expansion of public open space, river walks along restaurants and retail uses, an amphitheater, and pedestrian bridges created, in part, by the relocation of two rivers.

Private development is controlled by Design and Development Regulations mandating, in part: use, height, building coverage, parking and service. Pedestrian and traffic circulation controls are also established to assure the movement of people and automobiles through Capital Center and to and from the downtown area. Forty-eight of the seventy-seven acres, representing twenty development sites, are designated for private development by public and private ownerships. To date, the following projects have been completed or are under construction: over 1.2 million square feet of retail space, one million square feet of office space, 1,052 hotel rooms and guest suites, 765 residential units, 7,800 structured parking spaces, over 6,900 permanent jobs, and over one billion dollars in private development.

### Statutory History

Public Laws of 1981, Section 2, Chapter 332, as amended, establish the Capital Commission as a special development district, as governed by Title 45, Section 24.4 of the Rhode Island General Laws.

# The Budget

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## Capital Center Commission

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	FY 2013 Actual	FY 2014 Unaudited	FY 2015 Revised	FY 2016 Recommended
<b>Operating Revenues</b>				
State Grants	12,169	12,169	12,169	12,169
City Grants	-	-	-	-
Development Fees	-	-	-	-
Interest Income	-	-	-	-
Management Fees	3,000	250	1,500	1,500
Miscellaneous Income	-	-	-	-
<b>Total Operating Revenues</b>	<b>15,169</b>	<b>12,419</b>	<b>13,669</b>	<b>13,669</b>
<b>Expenditures</b>				
Salaries	-	-	-	-
Fringes	-	-	-	-
Rent and Utilities	-	-	-	-
Telephone	-	-	-	-
Print/Supplies	-	-	100	100
Postage	-	-	-	-
Meetings	229	360	1,000	1,000
Miscellaneous	90	193	500	500
Travel/Prof. Dev.	-	-	-	-
Dues, Ins. Subscriptions	-	-	-	-
Consultants	-	1,000	1,000	1,000
Legal & Audit Fees	1,938	5,045	6,000	6,100
<b>Total</b>	<b>2,257</b>	<b>6,598</b>	<b>8,600</b>	<b>8,700</b>
<b>Less Non Operating Revenue</b>				
Interest Income	-	12	12	12
<b>Net Income(Loss)</b>	<b>12,912</b>	<b>5,833</b>	<b>5,081</b>	<b>4,981</b>

# The Agency

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## Rhode Island Clean Water Finance Agency

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### Agency Mission

The mission of the Agency is to provide low-cost loans to finance capital improvements to the wastewater and the drinking water infrastructure in Rhode Island.

### Agency Description

The Rhode Island Clean Water Finance Agency (the “Agency”) established in 1990, is an independent, public corporation having a distinct legal existence from the state. The purpose of the Agency is to provide low cost loans to Rhode Island cities, towns, sewer commissions, wastewater management districts and water suppliers to finance capital improvements to wastewater and drinking water infrastructure. The Agency operates four revolving loan funds. Two of the funds provide subsidized loans to finance wastewater infrastructure projects and are collectively referred to as the Clean Water State Revolving Fund (CWSRF). A third fund provides subsidized loans to finance drinking water infrastructure projects and is called the Drinking Water State Revolving Fund (DWSRF). The fourth fund provides subsidized loans to finance road and bridge infrastructure projects and is called the Municipal Road and Bridge Revolving Fund (MRBRF).

The CWSRF is jointly administered by the Agency and the Department of Environmental Management (DEM). DEM is responsible for the environmental and regulatory components of the CWSRF while the Agency is responsible for the financial components. The CWSRF is capitalized by the grants from the U.S. Environmental Protection Agency (EPA) with a match of 20 percent by the State of Rhode Island. The Agency reimburses DEM for its administrative expenses.

The DWSRF is jointly administered by the Agency and the Department of Health (DOH). DOH is responsible for the water quality and regulatory components of the DWSRF while the Agency is responsible for the financial components. Funding for the DWSRF comes from capitalization grants from the federal and state governments, and through the issuance of tax-exempt Agency revenue bonds or direct loans. (The State of Rhode Island does not have any obligation for repayment of Agency revenue bonds.) DOH is reimbursed for expenses via an administrative set-aside component of the capitalization grant.

The Municipal Road and Bridge Revolving Fund is jointly administered by the Agency and the Department of Transportation (DOT). The DOT will be responsible for the regulatory components and the Agency is responsible for the financial components. The State provides the funding for this program.

### Statutory History

Chapter 12.2 of Title 46 established the CWSRF. Chapter 238 as amended by Chapter 303 and Chapter 434 authorized the state to issue General Obligation Bonds up to \$34 million for Capitalization Grants to the CWSRF. Chapter 12.8 of Title 46 established the DWSRF. Chapter 24-18 of Title 24 established the Municipal Road and Bridge Revolving Fund.

# The Budget

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## Rhode Island Clean Water Finance Agency

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	FY 2013 Actual	FY 2014 Actual	FY 2015 Revised	FY 2016 Recommended <sup>(2)</sup>
<b>Revenue</b>				
Interest and Investment Income	24,668,060	27,953,907	28,488,976	29,343,645
Operating Grant Income	3,574,257	3,169,330	3,654,000	3,400,000
Loan Service Fees <sup>(1)</sup>	4,904,484	4,511,793	4,805,037	4,925,000
Loan Origination Fees	-	1,016,563	-	850,000
Other Revenue	249,302	-	545,328	225,000
<b>Total Revenues</b>	<b>\$33,396,103</b>	<b>\$36,651,593</b>	<b>\$37,493,341</b>	<b>\$38,743,645</b>
<b>Operating Expenses</b>				
Interest and Finance Expenses	28,198,005	30,732,606	34,849,346	35,010,000
Loan Principal Forgiveness	894,241	1,058,604	1,484,558	1,625,000
Administrative Expenses	1,806,226	1,922,772	1,428,637	1,485,782
Administrative Fees - DEM	659,715	757,939	894,000	900,000
Administrative Fees - DOH	235,382	183,729	225,000	230,000
Administrative Fees - DOT	-	-	53,000	55,000
DOH Set-Aside Programs	2,679,160	2,604,297	2,655,000	2,480,000
<b>Total Operating Expenses</b>	<b>\$34,472,729</b>	<b>\$37,259,947</b>	<b>\$41,589,541</b>	<b>\$41,785,782</b>
<b>Other Revenues (Expenses)</b>				
Federal & State Capitalization Grants	30,501,179	33,709,730	30,679,533	32,213,510
<b>Excess Revenues over Expenses</b>	<b>\$29,424,553</b>	<b>\$33,101,376</b>	<b>\$26,583,333</b>	<b>\$29,171,373</b>

(1) Service Fee portion of loan service fees is on a cash basis; loan origination fees are amortized over the life of the bonds/loan as per G.A.A.P.

(2) The FY 2016 Budget information has not been presented to, or approved by the Agency's Board of Directors. The Board normally reviews and accepts the budgets in the quarter before the start of the fiscal year.

# The Agency

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## **Rhode Island Convention Center Authority**

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### **Agency Operations**

The Rhode Island Convention Center Authority was created in 1987 by the Rhode Island General Assembly as a public corporation, instrumentality and agency of the state, having a distinct legal existence from the state and not constituting a department of state government. The Authority is governed by a Board of Directors, which is comprised of eleven members, eight appointed by the Governor, two appointed by the mayor of the City of Providence and one appointed by the Providence City Council.

The Authority's original purpose was the construction, management and operation of a facility to house conventions, trade shows, exhibitions, displays, meetings, banquets, and other events, as well as facilities related thereto, such as parking lots and garages, connection walkways, hotels and office buildings, including any retail facilities incidental to and located within any of the foregoing, and to acquire, by purchase or otherwise, land to construct the complex. The Authority was authorized to lease the convention center and the related facilities to the state and undergo a bond and note issuance for facilities pursuant to the terms of a sublease agreement, dated as of November 1, 1991, as amended, by and between the state as sub lessor and the authority, as sub lessee (the "Sublease").

The Authority continues the management of the Veterans Memorial Auditorium rebranded in FY 2014 as The Vets, with the approval of the State Department of Administration (DOA). During FY 2012, the Authority, in concert with the DOA, embarked upon a renovation plan for the venue and is now underway with the last phase of construction.

### **Agency Objectives**

Manage and operate the convention center complex, parking facilities and the Dunkin' Donuts Center. The Authority has management oversight of the Veteran's Memorial Auditorium rebranded The Vets in consort with the Department of Administration under a current five year lease agreement.

### **Statutory History**

RIGL 42-99 "Convention Center Authority Act" created the Rhode Island Convention Center Authority.

# The Budget

## Rhode Island Convention Center Authority

	FY 2013 Actual	FY 2014 Actual	FY 2015 Revised	FY 2016 Recommended
<b>Resources</b>				
Opening Cash Balances	875,461	688,329	977,695	818,808
Operations	22,251,504	21,745,148	22,064,081	26,994,817
Investment Income	240	142	154	150
Hotel Room Tax	323,982	233,574	298,330	275,000
Net Bank Transfers/Misc Revenues	224,504	2,340,792	529,751	120,000
<b>Total Resources</b>	<b>\$23,675,691</b>	<b>\$25,007,985</b>	<b>\$23,870,011</b>	<b>\$28,208,775</b>
<b>Expenditures</b>				
Convention Center Authority	2,588,859	2,379,040	2,401,389	2,268,250
Convention Center Management	13,905,592	14,666,195	12,922,152	13,443,277
Dunkin' Donuts Center	7,120,650	5,834,853	8,129,841	11,255,391
Veterans' Memorial Auditorium	689,216	962,209	1,050,821	1,135,037
<b>Subtotal Operations</b>	<b>24,304,316</b>	<b>23,842,297</b>	<b>24,504,203</b>	<b>28,101,955</b>
Convention Center Debt Service	\$10,275,191	\$11,678,220	\$11,682,031	\$11,396,870
Dunkin Donuts Center Debt Service	11,355,055	11,351,469	7,796,995	11,576,168
Notes Payable	188,000	188,000	47,000	-
Veterans' Memorial Auditorium Capital	4,355,195	5,544,805	1,227,124	250,000
Convention Center Capital	904,640	1,000,000	1,109,716	1,000,000
Dunkin' Donuts Center Capital	500,532	925,000	1,715,920	1,387,500
<b>Grand Total Expenditures</b>	<b>\$ 51,882,929</b>	<b>\$ 54,529,791</b>	<b>\$ 48,082,989</b>	<b>\$ 53,712,493</b>
<b>Balance from Operations</b>	<b>(\$28,207,238)</b>	<b>(\$29,521,806)</b>	<b>(\$24,212,978)</b>	<b>(\$25,503,718)</b>
State Appropriation - Debt Service	21,630,246	23,029,696	20,979,026	22,973,038
State Appropriation - Renewal & Replacement	1,504,954	-	-	-
State Appropriation - RICAP - VMA	4,355,195	5,544,805	1,227,124	250,000
State Appropriation - RICAP - Conv. Center	904,640	1,000,000	1,109,716	1,000,000
State Appropriation - RICAP - D.D. Center	500,532	925,000	1,715,920	1,387,500
<b>Final Cash Balances</b>	<b>\$688,329</b>	<b>\$977,695</b>	<b>\$818,808</b>	<b>\$106,820</b>

The information presented above is provided by the Authority and has not been approved by the Authority's Board of Directors. The Authority will constrain expenses as needed to achieve a balanced budget in each year. Annual start-up state appropriation to the Authority of \$1.5 million is not included. Convention Center Debt Service reflects anticipated savings of \$3.5 million in FY 2015 from a refunding of outstanding bonds.



# The Agency

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## Rhode Island Commerce Corporation

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### Agency Mission

The Rhode Island Commerce Corporation's (hereafter "Commerce Corporation") mission is to enhance Rhode Island's business climate; retain and create jobs; help existing Rhode Island businesses succeed; identify opportunities to attract new companies and investment into the state and help develop our workforce to meet the needs of a 21<sup>st</sup> century economy.

Commerce Corporation, in partnership with industry, civic and government leaders, is advancing an economic strategy focused on fostering innovation and advanced industries, expanding and recruiting businesses, attracting tourists through a statewide marketing campaign, and equipping our workforce to succeed in the global economy.

### Agency Description

Commerce Corporation is the official, full service, economic development organization for the State of Rhode Island. A quasi-public agency, Commerce Corporation serves as a government and community resource to help streamline business expansion in, and relocation to, Rhode Island. The agency assists companies with commercial real estate, business financing, workforce training, and other relevant issues. It is led by a board of directors, which includes the Governor, who serves as chair. Other board members include leaders from Rhode Island's business and labor communities as well as academic and healthcare institutions. The Governor appoints all twelve members. The board oversees the development and implementation of all state-level economic development initiatives and works with the Executive Director to advance the agency's objectives.

### Statutory History

The Rhode Island Economic Development Corporation was created in 1995 by RIGL 42-64, replacing the former Department of Economic Development and the Rhode Island Port Authority. Effective January 1, 2014, the name Rhode Island Economic Development Corporation was changed to the Rhode Island Commerce Corporation per RIGL 42-64-1.1. The Commerce Corporation falls under the purview of the Secretary of Commerce per 42-64.19-6.

# The Budget

## Rhode Island Commerce Corporation (formerly RIEDC)

	FY 2013 Actual	FY 2014 Actual	FY 2015 Revised	FY 2016 Recommended
<b>Opening Unrestricted Balance <sup>(1)</sup>:</b>	<b>1,612,267</b>	<b>855,729</b>	<b>1,459,964</b>	<b>1,651,859</b>
<b><u>State Appropriation</u></b>	3,972,864	3,944,514	4,044,514	7,894,514
Appropriations for New Executive Office of Comerce Programs	-	-	-	3,600,000
<b>Total State Appropriations:</b>	<b>3,972,864</b>	<b>3,944,514</b>	<b>4,044,514</b>	<b>11,494,514</b>
<b><u>Other Revenues</u></b>				
Hotel Tax Revenue (Beginning FY 2016)	-	-	-	6,412,796
Finance Program Reimbursements <sup>(2)</sup>	273,024	554,972	741,609	745,259
Grant Reimbursements <sup>(2)</sup>	716,600	890,605	808,411	565,816
Other	337,500	1,156,196	545,225	75,000
<b>Total Other Revenues:</b>	<b>1,327,124</b>	<b>2,601,773</b>	<b>2,095,245</b>	<b>7,798,871</b>
<b>TOTAL SOURCES (Cash, Revenues):</b>	<b>6,912,255</b>	<b>7,402,016</b>	<b>7,599,723</b>	<b>20,945,244</b>
Total Operations (Personnel & Operating)	5,821,291	5,695,289	5,671,990	9,138,525
Grant/Partnership Expenses	235,235	246,763	275,874	275,874
New Tourism and Business Marketing Campaign	-	-	-	5,500,000
New Executive Office of Commerce Programs	-	-	-	4,200,000
Board Special Projects Fund <sup>(3)</sup>	-	-	-	-
<b>TOTAL EXPENSES:</b>	<b>6,056,526</b>	<b>5,942,052</b>	<b>5,947,864</b>	<b>19,114,399</b>
<b>Operating Surplus/(Deficit):</b>	<b>(756,538)</b>	<b>604,235</b>	<b>191,895</b>	<b>178,986</b>
<b>Ending Unrestricted Balance <sup>(1)</sup>:</b>	<b>855,729</b>	<b>1,459,964</b>	<b>1,651,859</b>	<b>1,830,845</b>
<b><u>Pass-through (only) Grants</u></b>				
<b><u>State</u></b>				
STAC Research Alliance (EPScore)	1,150,000	1,016,216	1,150,000	1,150,000
Innovative Matching Grants	-	343,524	500,000	500,000
Renewable Energy Fund	2,400,000	1,298,601	2,400,000	2,400,000
Legislative Grants	633,189	590,836	597,350	597,350
Airport Impact Aid	1,025,000	1,007,421	1,025,000	1,025,000
Chafee Center at Bryant	-	-	376,200	376,200
Slater Centers of Excellence	1,500,000	1,000,000	-	-
Volvo Ocean Race	-	-	775,000	-
Other	-	294,422	-	-
<b>Total:</b>	<b>6,708,189</b>	<b>5,551,020</b>	<b>6,823,550</b>	<b>6,048,550</b>
<b><u>Federal</u></b>				
Port Security	1,269,506	87,651	-	-

# The Budget

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## Rhode Island Commerce Corporation (formerly RIEDC)

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MARAD	9,739,229	-	760,771	-
EMA/EDA	-	105,239	50,000	-
DOD SteamEngine	-	-	-	1,500,000
PTAC <sup>(4)</sup>	-	355,335	387,910	387,910
Broadband Rhode Island	578,875	796,625	620,449	-
DOL	97,879	-	-	-
State Small Business Credit Initiative	-	15,897	4,386,212	4,386,212
<b>Total:</b>	<b>11,685,489</b>	<b>1,360,747</b>	<b>6,205,342</b>	<b>6,274,122</b>

(1) Approximate balance; variances may exist due to cash budget vs. accrual accounting methods

(2) Personnel and indirect cost reimbursements as allowable

(3) To be used upon Board approval for leveraging federal/state funds as part of economic development projects

(4) Net PTAC activity which mostly reflects in-kind contributions

# The Agency

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## Rhode Island Health and Educational Building Corporation

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### Agency Mission

To ensure that adequate financing is available for the education institutions and health care providers in the state to meet the needs of the citizens of Rhode Island.

### Agency Description

The Rhode Island Health and Educational Building Corporation is a non-business corporation and related organization of the state that provides bond and lease financing to non-profit health and educational institutions in the state. Since its inception in 1966, the corporation has assisted with over \$6 billion in financing for such institutions without obligating the state's credit.

Under the direction of a five member board of directors, appointed by the Governor, the corporation has assisted hospitals, nursing homes, mental health centers, health care providers, day care centers, visiting nurses associations, and colleges and universities in obtaining low-cost financing from the public bond market.

The corporation receives no state appropriations for its operations.

### Statutory History

The Rhode Island Health and Educational Building Corporation was created by the General Assembly in 1967 with its duties and powers defined by R.I.G.L. 45-38.1 (as amended).

# The Budget

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## Rhode Island Health and Educational Building Corporation

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	<b>FY 2013 Actual</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Projected</b>	<b>FY 2016 Proposed</b>
<b>Expenditure by Object</b>				
Personnel	561,248	586,848	606,250	621,250
Other Operating Expenditures	270,862	291,331	303,100	315,000
Financing Services	644,505	697,302	780,000	800,000
Grants	-	-	250,000	250,000
Transfer to State	-	-	-	-
<b>Total Expenditures</b>	<b>1,476,615</b>	<b>1,575,481</b>	<b>1,939,350</b>	<b>1,986,250</b>
<b>Expenditures by Fund</b>				
Personnel	561,248	586,848	606,250	621,250
Other Operating Expenditures	270,862	291,331	303,100	315,000
Financing Services	644,505	697,302	780,000	800,000
Grants	-	-	250,000	250,000
Transfer to State	-	-	-	-
<b>Total Expenditures</b>	<b>1,476,615</b>	<b>1,575,481</b>	<b>1,939,350</b>	<b>1,986,250</b>

The information presented above was provided by the entity, and in most cases, the data provided for FY 2014 has not been approved by the Board of Directors.

# The Agency

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## Rhode Island Housing and Mortgage Finance Corporation

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### Agency Mission

To provide, improve and expand housing and housing-related community development services to, and specifically address issues of sanitary, safe and decent housing for, persons of low and moderate income, as well as to encourage the investment of private capital for the construction, rehabilitation, operation, retention, and maintenance of residential housing and housing-related community development efforts, to provide construction and mortgage loans, and to make grants in regard to housing needs, including shelters for the homeless.

### Agency Description

The Rhode Island Housing and Mortgage Finance Corporation (the "Corporation") is a public instrumentality of the State established in 1973 by an Act of the Rhode Island General Assembly. The Corporation is governed by a seven-member board of commissioners. The Corporation was created to provide and improve housing to persons of low and moderate income, as well as to encourage the investment of private capital for the construction, rehabilitation, operation, retention, and maintenance of residential housing and health care facilities; to provide construction and mortgage loans; and to make grants in regard to housing needs, including shelters for the homeless. The Corporation also has the power to acquire and operate housing projects on an individual or partnership basis in order to meet the housing demands of the State and to create subsidiaries for the purpose of the development and preservation of affordable housing for low and moderate income families.

The Corporation also provides services for the federal Department of Housing and Urban Development as a contract administrator; technical assistance in the housing area to other governmental entities; and homeowner buying and counseling assistance to all Rhode Island citizens.

The Corporation also has the power to issue negotiable notes and bonds to achieve its corporate purpose, and has a separate credit rating for itself and its bond apart from the state.

### Statutory History

The Rhode Island Housing and Mortgage Finance Corporation is authorized and empowered under Title 42, Chapter 55 of the Rhode Island General Laws.

# The Budget

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## Rhode Island Housing and Mortgage Finance Corporation

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	FY 2013 Actual	FY 2014 Actual	FY 2015 Revised	FY 2016 Recommended <sup>[2]</sup>
<b>Expenditure Report</b>				
Personnel Services	12,616,768	11,882,528	14,356,280	14,400,000
Other Administrative Expenses	5,347,713	4,310,590	5,411,942	5,400,000
Programmatic Expenses <sup>[1]</sup>	1,204,275	4,907,154	5,500,000	5,500,000
Provision for Loan Loss	13,799,722	12,173,600	9,400,000	9,400,000
Arbitrage Rebate	(1,146,404)	(435,342)	-	-
Amortization and Depreciation	949,415	1,060,056	1,322,500	1,300,000
<b>Total</b>	<b>\$32,771,489</b>	<b>\$33,898,586</b>	<b>\$35,990,722</b>	<b>\$36,000,000</b>

<sup>[1]</sup> During FY 2013, several expenses were reclassified from Programmatic expenses to other administrative expenses to better represent the nature of the expense.

<sup>[2]</sup> The information for FY 2016 has neither been reviewed nor approved by the Rhode Island Housing and Mortgage Finance Corporation and is subject to change pending review by the Corporation.

# The Agency

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## I-195 Redevelopment District Commission

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### Agency Description

The I-195 Redevelopment District Commission is an independent public instrumentality and body corporate and politic for the purposes of acquisition, management and administration of the I-195 Surplus Land pursuant to the I-195 Redevelopment Act of 2011. The Commission shall oversee, plan, implement, and administer the development of the areas within the district, as established in the governing legislation, consistent with and subject to the City of Providence comprehensive plan and zoning ordinances.

There are approximately forty acres located in the City of Providence due to the relocation of Interstate 195, of which 19 acres are available for development, with the balance being roads, sidewalks and 8 acres of public parks. The 19 acres of developable surplus land is available for sale and commercial, industrial and residential development and beneficial reuse, including without limitation to support or encourage workforce development, housing, education and training, and the growth of “knowledge-based” jobs and industries.

The sale of the I-195 surplus land to the I-195 Redevelopment District Commission is a key element of the plan of finance for making the land usable for future development, thereby providing a means to pay back the supporting bonds, and advancing the economic success of the state.

### Statutory History

RIGL 42-64.14 created the I-195 Redevelopment District Commission.



# The Budget

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## I-195 Redevelopment District Commission

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	FY 2013 Actual	FY 2014 Actual	FY 2015 Revised	FY 2016 Recommended
<b>Opening Balance:</b>	<b>\$116,217</b>	<b>\$90,737</b>	<b>\$90,810</b>	<b>\$141,043</b>
<b>Operating Revenues</b>				
State Grants	3,225,321	559,778	916,901	761,000
Rhode Island Capital Plan Fund	219,211	280,862	305,000	300,000
Debt Issuance	38,400,000	-	-	-
Other Resources (grants)	-	155,207	-	-
<b>Total Operating Revenues</b>	<b>\$41,844,532</b>	<b>\$995,847</b>	<b>\$ 1,221,901</b>	<b>\$1,061,000</b>
Total Resources	<b>\$41,960,749</b>	<b>\$1,086,584</b>	<b>\$ 1,312,711</b>	<b>\$1,202,043</b>
<b>Expenditures</b>				
Salaries, Wages and Benefits	81,508	255,686	276,628	290,323
Contracted Professional Services	348,649	567,317	409,230	403,000
Operating Supplies and Expenses	82,807	172,771	485,810	508,720
Loan Repayment to EDC	250,000	-	-	-
Cost of Issuance	1,707,048	-	-	-
Capital Acquisition	39,400,000	-	-	-
<b>Total</b>	<b>\$41,870,012</b>	<b>\$995,774</b>	<b>\$ 1,171,668</b>	<b>\$ 1,202,043</b>
<b>Net Income(Loss)</b>	<b>\$90,737</b>	<b>\$90,810</b>	<b>\$ 141,043</b>	<b>\$0</b>

# The Agency

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## Rhode Island Industrial Facilities Corporation

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### Agency Mission

The Corporation's objective is to encourage economic growth within the state by further developing industrial and recreational facilities.

### Agency Description

The Rhode Island Industrial Facilities Corporation is a public body corporate of the State of Rhode Island and obtained this designation and authority from Section 45-37.1 of the General Laws. The corporation is utilized to foster economic growth within the State of Rhode Island.

The purpose of the Rhode Island Industrial Facilities Corporation is to act as the issuer of tax-exempt and taxable revenue bonds, which are sold to private or public investors, on behalf of Rhode Island companies seeking financing. The role of the Rhode Island Industrial Facilities Corporation is to act as a conduit in a company's efforts to obtain financing from sources other than the Corporation. The Rhode Island Industrial Facilities Corporation is a title holder to the property and does not have financial exposure in connection with the bonds.

### Statutory History

The Rhode Island Industrial Facilities Corporation was created in 1956 by Chapter 45-37.1 of the Rhode Island General Laws.

# The Budget

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## Rhode Island Industrial Facilities Corporation

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	<b>FY 2013 Actual</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Revised</b>	<b>FY 2016 Recommended</b>
<b>Receipts</b>				
Bond Fees	61,013	55,675	65,000	70,000
Other	1,000	3,540	1,000	1,000
Interest	-	-	-	-
<b>Total</b>	<b>\$62,013</b>	<b>\$59,215</b>	<b>\$66,000</b>	<b>\$71,000</b>
<b>Expenses</b>				
Administration	29,839	14,408	30,000	36,400
Insurance	12,944	13,591	13,600	13,600
Legal and Audit	15,391	15,119	16,000	16,000
<b>Total</b>	<b>\$58,174</b>	<b>\$43,118</b>	<b>\$59,600</b>	<b>\$66,000</b>
<b>Net Gain/(Loss)</b>	<b>\$3,839</b>	<b>\$16,097</b>	<b>\$6,400</b>	<b>\$5,000</b>

# The Agency

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## **Rhode Island Industrial-Recreational Building Authority**

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### **Agency Mission**

The authority promotes economic growth in the state by providing insurance for qualifying mortgages of industrial and recreational facilities.

### **Agency Description**

The Rhode Island Industrial-Recreational Building Authority was created for the purpose of nurturing economic growth within the State of Rhode Island by insuring mortgage payments on industrial or recreational projects approved by the authority. As required by statute, the Authority maintains a first security position in all projects. As of June 30, 2011, the total amount of mortgage insurance issued cannot exceed \$60,000,000 in the aggregate.

The State of Rhode Island, according to R.I.G.L. 42-34-15, is responsible for providing any additional resources that may be required to allow the mortgage insurance fund to meet its obligations.

### **Statutory History**

The Rhode Island Industrial-Recreational Building Authority was created in 1958 by R.I.G.L. 42-34.

# The Budget

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## Rhode Island Industrial - Recreational Building Authority

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	FY 2013 Actual	FY 2014 Actual	FY 2015 Revised	FY 2016 Recommended
<b>Receipts:</b>				
Premiums	111,302	92,862	100,000	100,000
Interest	4,856	2,388	2,000	2000
Rent	1,250	7,079	5,000	5000
<b>Total Receipts</b>	<b>\$117,408</b>	<b>\$102,329</b>	<b>\$107,000</b>	<b>\$107,000</b>
<b>Expenses:</b>				
Administration	55,852	14,723	25,000	30,000
Legal and Audit [1]	115,920	138,931	125,000	75,000
Insurance	32,290	32,084	32,000	32,000
<b>Total Expenses</b>	<b>\$204,062</b>	<b>\$185,738</b>	<b>\$182,000</b>	<b>\$137,000</b>
<b>Operating Income (Loss)</b>	<b>(\$86,654)</b>	<b>(\$83,409)</b>	<b>(\$75,000)</b>	<b>(\$30,000)</b>
<b>Est. Loss-Default</b>	<b>530,478</b>	<b>835,173</b>	<b>-</b>	<b>-</b>
<b>Net [2]</b>	<b>(\$617,132)</b>	<b>(\$918,582)</b>	<b>(\$75,000)</b>	<b>(\$30,000)</b>

[1] Legal fees increased due to litigation related to CAPCO.

[2] Cash reserves are maintained by the Rhode Island Treasurer's Office to cover projected budget deficits for the Authority.

# The Agency

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## Narragansett Bay Commission

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### Agency Mission

The mission of the Narragansett Bay Commission is to maintain a leadership role in the protection and enhancement of water quality in Narragansett Bay and its tributaries by providing safe and reliable wastewater collection and treatment services to its customers at a reasonable cost and to ensure that the Field's Point and Bucklin Point Wastewater Treatment Facilities are in compliance with state and federal clean air and clean water acts.

### Agency Description

The Narragansett Bay Commission (NBC) was created by the Rhode Island General Assembly in 1980. Charged with the acquisition and operation of the Field's Point Wastewater Treatment Facility in Providence and portions of the metropolitan Providence wastewater collection system, the NBC's fundamental purpose is to improve and preserve the environmental integrity of Narragansett Bay and its tributaries. Through legislation signed into law by the Governor, the NBC assumed ownership of the Bucklin Point Wastewater Treatment Facility in East Providence on January 1, 1992.

The NBC owns and operates Rhode Island's two largest wastewater treatment facilities, 110 miles of sewer interceptors, 63 combined sewer overflows, 32 tide gates and 6 pump stations, and provides wastewater collection and treatment services to over 360,000 residents and approximately 8,000 industrial and commercial customers in 10 communities throughout Rhode Island. These communities include Providence, North Providence, Johnston, Pawtucket, Central Falls, Cumberland, Lincoln and the northern portion of East Providence, and small sections of Cranston and Smithfield.

The NBC has a \$401 million five-year capital improvement budget for fiscal years 2016-2020. The NBC is governed by a 19-member Board and is organized into five divisions: the Executive Affairs, Construction Services, Administration and Finance, Operations and Engineering, and Planning, Policy and Regulation divisions. In addition, through the Clean Water Act, which sets guidelines for water-quality improvements, the NBC is responsible for reducing the amount of combined sewer overflow to local waterways within its service area.

### Statutory History

R.I.G.L. 46-25 relates to the Narragansett Bay Commission: R.I.G.L. 46-25.1 relates to the merger of the Blackstone Valley District Commission and the Narragansett Bay Water Quality Management District Commission, and R.I.G.L. 46-25.2 relates to future acquisitions of wastewater treatment facilities.

# The Budget

## Narragansett Bay Commission

	FY 2013 Actual	FY 2014 Actual	FY 2015 Revised	FY 2016 Recommended
<b>Expenditures by Object</b>				
Personnel	19,858,457	21,168,095	22,137,153	22,801,268
Operating Supplies & Expenses	8,579,740	8,746,020	9,880,119	10,374,124
Special Services	7,078,262	8,036,730	8,953,693	9,401,377
<b>Subtotal Operating Expenditures</b>	<b>\$35,516,459</b>	<b>\$37,950,845</b>	<b>\$40,970,965</b>	<b>\$42,576,769</b>
Capital Outlays	2,532,689	2,654,589	3,678,500	2,798,400
Debt Service	35,512,278	39,996,099	43,052,161	48,041,147
<b>Total Expenditures</b>	<b>\$73,561,426</b>	<b>\$80,601,533</b>	<b>\$87,701,626</b>	<b>\$93,416,316</b>
<b>Expenditures by Funds</b>				
<b>NBC User Fees/Misc Revenues</b>				
Personnel	19,858,457	21,168,095	22,137,153	22,801,268
Operating Supplies & Expenses	8,579,740	8,746,020	9,880,119	10,374,124
Special Services	7,078,262	8,036,730	8,953,693	9,401,377
Capital Outlays	2,532,689	2,654,589	3,678,500	2,798,400
Debt Service	35,512,278	39,996,099	43,052,161	48,041,147
<b>Total Expenditures</b>	<b>73,561,426</b>	<b>\$80,601,533</b>	<b>\$87,701,626</b>	<b>\$93,416,316</b>

\* The information presented for FY 2016 has neither been reviewed nor approved by the Narragansett Bay Commission's Board of Commissioners as it is compiled prior to the NBC's formal development of its FY 2016 budget.

### Sources:

FY 2013 Actuals taken from the audited financial statements.

FY 2014 Actuals taken from the audited financial statements.

FY 2015 taken from NBC's approved budget.

# The Agency

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## Rhode Island Public Transit Authority

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### Agency Mission

As the statewide public transit organization, RIPTA has a primary role to expand access and mobility opportunities for Rhode Islanders by undertaking actions and supportive strategies, directly and in collaboration with others, to provide a full range of alternatives to the single-occupant automobile. These key mobility strategies include: transit design and service strategies to improve the livability of communities and act as a stimulus for neighborhood renewal; technological advancements which increase travel options and convenience; and collaborative land use strategies and economic development initiatives that foster transit ridership and pedestrian movement through transit-friendly land use and development.

### Agency Description

The Rhode Island Public Transit Authority (RIPTA) has primary responsibility for directing statewide fixed-route bus service and Americans with Disabilities Act paratransit service operations. RIPTA is managed under the direction of an eight-member policy Board of Directors. In addition to these core transit services, RIPTA operations also include program development and implementation of the statewide carpool program. RIPTA is committed to protecting the environment and providing safe, reliable, quality transit service that is responsive to customer needs with particular emphasis on Rhode Island's families, children, transit dependent populations, and elderly and disabled residents. RIPTA operates a fleet of 236 buses and trolleys. The authority's main facility is located in the City of Providence with a satellite operation on Aquidneck Island. The state's paratransit operation includes 131 vans currently operated by 3 carriers. In FY 2013, 19.2 million passengers were carried on RIPTA's fixed-route bus service and an additional 698,290 passengers were transported on the state's coordinated paratransit service.

### Statutory History

The authority was created as a body corporate and politic in 1964 by R.I.G.L. 39-18-2 to acquire, purchase, hold, use and dispose of any property, real, personal or mixed, tangible or intangible, or any interest therein necessary or desirable for carrying out the purposes of the authority.



# The Budget

## Rhode Island Public Transit Authority

	FY 2013 Actual	FY 2014 Actual	FY 2015 Revised	FY 2016 Recommended
<b>Revenue</b>				
Passenger Revenue <sup>(1)</sup>	20,225,899	24,910,377	21,421,228	19,386,722
Special Revenue	901,808	868,720	925,875	943,875
Other Revenue	16,321,712	11,297,868	12,069,698	12,089,625
State Subsidy - Gasoline Tax <sup>(2)</sup>	40,780,987	40,772,268	42,598,841	41,680,392
Department of Human Services <sup>(3)</sup>	836,424	794,796	813,663	877,180
Federal Subsidy	21,059,575	19,823,748	20,670,054	20,435,068
State Highway Fund Revenues	-	-	-	2,695,124
<b>Total Revenue</b>	<b>100,126,405</b>	<b>98,467,777</b>	<b>98,499,359</b>	<b>98,107,986</b>
<b>Expenses</b>				
Salaries and Fringe Benefits <sup>(4)</sup>	70,304,035	62,191,510	59,260,526	61,874,238
Salaries and Fringe Benefits - Federal		8,383,262	10,660,879	10,591,719
Contract Services	10,446,630	5,619,808	6,034,458	6,623,293
Contract Services - Federal		3,646,366	3,766,872	3,617,022
Operating Expenses	13,779,463	10,538,245	10,939,568	10,409,109
Operating Expenses - Federal		2,454,624	2,169,971	2,977,799
Utilities	1,496,970	1,792,065	1,860,511	2,071,003
Utilities - Federal		11,201	12,060	12,060
Insurance and Settlements	2,859,152	3,842,602	4,138,800	3,857,100
Capital Match	-	-	267,985	104,000
Revolving Loan Fund	-	-	521,160	676,314
Self Insurance Reserve	19,798	25,826	250,000	250,000
Other	-	-	24,665	25,000
<b>Total Expenses: <sup>(5)</sup></b>	<b>\$ 98,906,048</b>	<b>\$ 98,505,509</b>	<b>\$ 99,907,455</b>	<b>\$ 103,088,657</b>
<b>Closing Surplus/(Deficit): <sup>(6)</sup></b>	<b>\$ 1,220,357</b>	<b>\$ (37,732)</b>	<b>\$ (1,408,096)</b>	<b>\$ (4,980,671)</b>

<sup>(1)</sup> Revenues have decreased due to nonemergency medical transportation funding changes by the Department of Human Services' new broker. Both the fare products and mode of delivery of fare products to RIPTA passengers for these trips have changed. The new policies, combined with a change in a Upass client's policies, have decreased projected passenger revenues by \$3.8 million in FY 2015, and \$6.3 million in FY 2016, offset by increased collections at the farebox. The Authority had no control over the revenue reductions noted above, nor corrective alternatives which can be initiated quickly to respond to the changes.

<sup>(2)</sup> Gas Tax amount estimated by Department of Revenue for FY 2016. For FY 2015, collections have exceeded expectations, and the forecast above reflects an increase above the Department of Revenue's estimates.

<sup>(3)</sup> Gas Tax funding provided through the Department of Human Services.

<sup>(4)</sup> The Salary and Fringe Benefits expense does not include funding for the OPEB liability in any of the fiscal years above actual or budget. Only the pay-go portion of OPEB costs are included. The unfunded OPEB liability as of June 30, 2014 is \$44,042,555

<sup>(5)</sup> The Authority has instituted a deficit reduction plan to reduce expenses, freezing positions, reducing expenses by \$681,000 in FY 2015 from the original Board approved budget. The Authority was tracking a projected surplus in FY 2015 before the revenue decreases. In spite of the deficit reduction plan, the deficit is now projected at \$1.4 million. Debt service will be assumed by the State in FY 2016. Before the revised revenue estimates, the deficit was projected at \$390,187.

<sup>(6)</sup> The RIPTA Board of Directors must determine reduction of expenses or increase of revenue to provide a balanced budget in both FY 2015 and FY 2016.

FY 2013 and FY 2014 Actual taken from the audited financial statements

A previous version of the FY 2015 Revised Budget was approved by RIPTA Board of Directors. It is expected that the FY 2015 & FY 2016 Revisions will be presented to the Board for approval.

# The Agency

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## Quonset Development Corporation

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### Agency Mission

The Corporation develops and manages the Quonset Business Park in accordance with the QDC Master Plan and in the best interests of the citizens of Rhode Island to attract and retain successful businesses that provide high quality jobs.

The Corporation insures quality infrastructure, a high standard of design and aesthetics within the Park to create a favorable work environment compatible with the natural setting of the land and Narragansett Bay.

The Corporation develops and operates the Park in an environmentally sound manner, maintains excellent relationships with Park tenants, the Town of North Kingstown, and surrounding communities.

### Agency Description

The Quonset Development Corporation (QDC) is a real estate development and management company organized as a subsidiary of the Rhode Island Commerce Corporation, formerly known as the Economic Development Corporation.

The Quonset Development Corporation's Board of Directors consists of eleven members. The Executive Director of the Rhode Island Commerce Corporation is the chairperson. The Governor appoints six members, the Town of North Kingstown appoints two members, the Town of Jamestown appoints one member, and the Town of East Greenwich appoints one member.

### Statutory History

The Corporation was created in 2004 by Title 42, Chapter 64.10 of the Rhode Island General Laws, as a subsidiary of the Rhode Island Commerce Corporation, formerly known as the Economic Development Corporation.

# The Budget

## Quonset Development Corporation

	FY 2013 Actual	FY 2014 Actual	FY 2015 Revised	FY 2016 Recommended
<b>Estimated Opening Balance Revenues:</b>	\$33,043	\$77,445	\$19,441	\$43,500
<b>Revenues from Operations</b>				
Rental Income	7,204,816	7,310,063	7,493,730	7,513,774
Pier Income	1,197,888	1,349,848	1,350,000	1,400,000
Utility Sales	2,268,464	2,355,312	2,250,000	2,425,000
Other Income	450,779	678,691	565,741	562,477
	<b>11,121,947</b>	<b>11,693,914</b>	<b>11,659,471</b>	<b>11,901,251</b>
<b>Total Resources</b>	<b>\$11,154,990</b>	<b>\$11,771,359</b>	<b>\$11,678,912</b>	<b>\$11,944,751</b>
<b>Expenditures</b>				
Personnel Expenses	3,633,298	3,780,552	3,923,163	3,968,047
Operating Expenses	3,325,597	3,866,450	3,334,773	3,622,327
Debt Service	421,324	1,304,916	1,377,476	1,536,414
Capital Expenditures (1)	3,697,326	2,800,000	3,000,000	2,750,000
<b>Total Expenditures</b>	<b>11,077,545</b>	<b>\$11,751,918</b>	<b>\$11,635,412</b>	<b>\$11,876,788</b>
<b>Closing Balance</b>	<b>\$77,445</b>	<b>\$19,441</b>	<b>\$43,500</b>	<b>\$67,963</b>

(1) Operating surplus to be used for Capital Improvements Projects as well as other internal capital requiremen

# The Agency

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## Rhode Island Resource Recovery Corporation

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### Agency Mission

The mission of the Corporation is to provide safe, environmentally compliant, clean and affordable solid waste and recycling services for the Rhode Island community. Its primary objectives are to extend the useful life of the Central Landfill to 2038 and beyond in order to provide long term affordable waste disposal services for the State's municipalities and to remain financially self-sufficient by self-funding all operational and capital requirements. To achieve these objectives the corporation manages as close as possible to a private sector company to ensure cost effective operations. The Rhode Island Department of Environmental Management has approved a license for additional landfill capacity estimated to extend the life of the current facility by approximately 24 years.

### Agency Operations

The Rhode Island Resource Recovery Corporation operates an integrated statewide system of solid waste management facilities and programs to provide waste reduction, recycling and disposal services. The goal of the corporation's solid waste management system is to minimize waste generated and landfilled and maximize waste reduction and recycling.

The Corporation's materials recycling facility (MRF) is a 'single stream' facility, meaning recyclable paper no longer need to be kept separated from bottles and cans. This facility, in conjunction with grants and technical assistance provided to municipalities', supports the State's municipal recycling programs. Various metals, plastics and containers, paper cartons, as well as numerous types of paper and cardboard are delivered to the MRF, processed, and sold worldwide on the open market to be remanufactured.

The waste reduction program includes initiatives including (but not limited to): business waste assessments, promotion of leaf and yard debris composting, and information on reducing household waste. The corporation encourages backyard composting and sells subsidized composting bins to Rhode Island residents.

Other Corporation recycling initiatives target textiles, sharps, and plastic bags.

The Corporation has developed and implemented an integrated solid waste management system in the most environmentally sensitive and economical manner possible. The landfill is currently the foundation of the integrated system. All operations are conducted utilizing state-of-the-art technology, including double lining of the landfill and an integrated methane recovery system.

### Statutory History

R.I.G.L. 23-19 defines the programs that are required of the Corporation.

# The Budget

## Rhode Island Resource Recovery Corporation

	FY 2013 Audited	FY 2014 Audited	FY 2015 Revised	FY 2016 Proposed <sup>(1)</sup>
<b>Revenues:</b>	<b>\$46,031,705</b>	<b>\$50,252,358</b>	<b>\$45,693,000</b>	<b>\$46,400,000</b>
<b>Expenses:</b>				
Personnel Costs	12,672,813	13,078,142	13,920,000	14,900,000
Contractual Services	14,271,475	8,713,016	9,597,000	8,400,000
Utilities	1,549,860	2,342,331	1,669,000	2,000,000
Repairs and Maintenance	3,171,640	2,889,523	3,519,000	3,800,000
Other Supplies and Expenses	4,657,512	3,972,290	4,393,000	5,400,000
Grants to Municipalities for Recycling	890,358	1,738,608	1,300,000	1,300,000
Bad Debts	105,251	66,619	120,000	100,000
Provision for landfill closure and post closure care and Superfund clean-up costs	(4,571,066)	18,313,959	3,999,000	4,700,000
Depreciation, depletion, and amortization	7,488,842	6,354,797	6,112,000	7,300,000
<b>Total Expenses</b>	<b>\$40,236,685</b>	<b>\$57,469,285</b>	<b>\$44,629,000</b>	<b>\$47,900,000</b>
<b>Income (Loss) from Operations</b>	<b>\$5,795,020</b>	<b>(\$7,216,927)</b>	<b>\$1,064,000</b>	<b>(\$1,500,000)</b>
Transfers to State of Rhode Island	-	-	-	-
Interest and investment revenue	306,446	465,701	875,000	900,000
Loss on disposal of land held for sale	-	-	-	-
Interest expense	(807,783)	(1,068,423)	(977,000)	(875,000)
Other income (expense)	(1,232,030)	972,112	2,450,000	-
<b>Total nonoperating revenues (expenses)</b>	<b>(\$1,733,367)</b>	<b>\$369,390</b>	<b>\$2,348,000</b>	<b>\$25,000</b>
<b>Net Income (Loss) for the Year</b>	<b>\$4,061,653</b>	<b>(\$6,847,537)</b>	<b>\$3,412,000</b>	<b>(\$1,475,000)</b>
<b>Assets:</b>				
Cash, Cash Equivalents & Investments	23,727,955	31,404,227	24,800,000	13,600,000
Accounts Receivable, Net	7,131,190	7,264,714	7,300,000	7,300,000
Property, Plant and Equipment, Net	52,248,026	68,077,623	87,100,000	91,800,000
Restricted Investments	38,278,959	19,199,958	-	-
Assets Held in Trust	83,747,422	83,891,207	84,400,000	85,300,000
Other Assets	4,919,409	4,999,705	4,700,000	4,700,000
<b>Total Assets</b>	<b>\$210,052,961</b>	<b>\$214,837,434</b>	<b>\$208,300,000</b>	<b>\$202,700,000</b>
<b>Liabilities:</b>				
Accounts Payable	16,714,386	19,540,421	14,100,000	14,300,000
Other Current Liabilities	517,720	628,609	600,000	700,000
Bonds/ Notes Payable	40,000,000	37,875,690	34,300,000	30,400,000
Superfund Cleanup, Closure & Post-Closure Costs	70,379,581	81,198,977	79,900,000	79,400,000
<b>Total Liabilities</b>	<b>\$127,611,687</b>	<b>\$139,243,697</b>	<b>\$128,900,000</b>	<b>\$124,800,000</b>
<b>Retained Earnings</b>	<b>\$82,441,274</b>	<b>\$75,593,737</b>	<b>\$79,400,000</b>	<b>\$77,900,000</b>
<b>Total Liabilities and Retained Earnings</b>	<b>\$210,052,961</b>	<b>\$214,837,434</b>	<b>\$208,300,000</b>	<b>\$202,700,000</b>

(1) The FY 2016 proposed budget reflects management's budget projections made in SFY 2014. They have not been approved by the Corporation's Board of Commissioners. The final budget numbers will likely be significantly different than the preliminary numbers reflected above due to the uncertainties involving estimated volumes and market prices for recyclables and closure/post closure liability estimates.

# The Agency

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## Rhode Island Student Loan Authority

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### Agency Mission

The Authority has helped over 300,000 students and parents since its start in 1981. As of September 30, 2014, the Authority also holds \$378,273,575 in Federal Family Education Loans and \$395,143,328 in non federal state based education loans. The bonds are not obligations of the State of Rhode Island and are solely an obligation of the Authority.

### Agency Description

The Authority, a public corporation, governmental agency, and public instrumentality of the state, was established pursuant to an act of the Legislature in May, 1981 for the purpose of providing a comprehensive system of financial aid for needy students. The Authority originates over \$30,000,000 per year of low cost state based education loans for students pursuant to its enabling Act under its Rhode Island Fixed Rate Loan Program.

The Authority also provides several free services, the largest being the College Planning Center of Rhode Island (CPC). The CPC, staffed by experienced college financial aid and admission counselors, is open seven days a week during the peak financial aid season. The CPC operates out of three locations in Warwick, Bristol and Cumberland. The CPC is dedicated to increasing access to higher education through the several free services it provides. Its focus is to help provide parents and students with information on early awareness, college planning, admissions, and financial aid. It is a service that is used by over 14,000 Rhode Islanders each year. The CPC conducts financial aid nights at most high schools in Rhode Island and helps parents and students complete the Free Application for Federal Student Aid Form (FAFSA) and College Board Profile form.

The Authority, in association with the Association of Independent Colleges and Universities (AICURI), the Rhode Island Board of Governors for Higher Education (RIBGHE) and the Greater Providence Chamber of Commerce formed the bRIdge Program. This initiative focuses on connecting employees and students in Rhode Island through a statewide internship program. The bRIdge Job Board offers a website that allows employers to post internship opportunities and students to then view and apply for these internships. The Authority recently expanded the bRIdge program to offer student loan forgiveness for students who participate in qualified internship programs.

### Statutory History

The authority was created in 1981 by Title 16 Chapter 62 of the Rhode Island General Laws. It is governed by a six-member board of directors, five of which are appointed by the Governor for staggered terms and the general treasurer (ex-officio).

# The Budget

## Rhode Island Student Loan Authority

	FY 2013 Actual	FY 2014 Actual	FY 2015 Revised	FY 2016 Recommended
<b>Operating Revenues</b>				
Student Loans	34,538,242	32,108,719	29,835,273	26,851,746
Investments	356,651	366,701	353,331	247,332
Other	2,453,658	3,121,937	3,148,086	2,990,682
<b>Total Operating Revenues</b>	<b>\$37,348,551</b>	<b>\$35,597,357</b>	<b>\$33,336,690</b>	<b>\$30,089,760</b>
<b>Operating Expenses</b>				
Interest & Bond Expenses	19,385,180	14,805,635	14,353,274	12,917,946
Arbitrage Rebate Expense	(1,341,583)	938,760	1,283,776	1,283,776
Loan Servicing	4,128,317	3,967,524	3,963,345	3,567,010
Provision for Risk Share	3,052,500	2,312,676	2,737,263	2,737,263
Department of Education Loan fees	1,183,600	1,051,830	960,014	864,012
Personnel	3,419,022	3,382,932	3,517,283	3,517,283
Depreciation	46,925	59,720	75,558	75,558
<b>Total Operating Expenses</b>	<b>\$29,873,961</b>	<b>\$26,519,077</b>	<b>\$26,890,513</b>	<b>\$24,962,848</b>
<b>Nonoperating Revenues</b>				
Gain on Early Retirement of Bonds	<b>\$10,045,000</b>	<b>\$545,500</b>	<b>\$0</b>	<b>\$0</b>
<b>Excess Revenues over Expenses</b>	<b>\$17,519,590</b>	<b>\$9,623,780</b>	<b>\$6,446,177</b>	<b>\$5,126,912</b>

# The Agency

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## Rhode Island Turnpike and Bridge Authority

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### Agency Operations

The Rhode Island Turnpike and Bridge Authority was created in 1954 by the Rhode Island General Assembly as a body corporate and politic with powers to construct, acquire, maintain, and operate bridge projects as defined by law. The Authority was responsible for the construction of the Claiborne Pell Bridge (formerly the Newport Bridge) which was opened for traffic on June 28, 1969. The Turnpike and Bridge Authority is responsible for the operation and maintenance of the Pell Bridge between Newport and Jamestown, the Mount Hope Bridge between Portsmouth and Bristol, the Jamestown Verrazzano Bridge between North Kingstown and Jamestown, and the Sakonnet River Bridge between Portsmouth and Tiverton, structures that are integral to travel in the coastal area of Rhode Island and neighboring states.

On July 31, 2003 Taxable Refunding Revenue Bonds – Series 2003 were issued in the amount of \$35,650,000 to refund the outstanding 1997 Refunding Revenue Bonds. The maturity date of December 1, 2017 remains the same. In April 2010, Revenue Bonds – Series 2010A were issued in the amount of \$50,000,000. Principal and interest payments are made annually and semi-annually, respectively. The Series 2013A Bond Anticipation Note was established in the amount of \$30,000,000. The toll for the Mount Hope Bridge has been eliminated and the upkeep remains the responsibility of the Authority from proceeds of toll revenues calculated on the Claiborne Pell Bridge and interest earned on investments. Bond covenants provide for non-system projects to the extent that revenues in excess of the obligations of the system allow. Article 21 of the 2015 appropriations act eliminated the toll on the Sakonnet River Bridge. As of July 1, 2014, 3.5 cents of the motor fuel tax will be directed to the Turnpike and Bridge Authority to be used for maintenance operations, capital expenditures and debt service on any of its projects in lieu of a toll on the Sakonnet River Bridge.

### Agency Objectives

To facilitate safe and efficient vehicular traffic over waters of the Mount Hope Bay, the East and West Passages of Narragansett Bay, and the Sakonnet River through the operation and maintenance of its four bridges - the Claiborne Pell Bridge, built in 1969, the Mount Hope Bridge, built in 1929, the Jamestown Verrazzano Bridge, built in 1992, and the Sakonnet River Bridge, built in 2012.

### Statutory History

Title 24 Chapter 12 of the General Laws of Rhode Island established the organization and function of the Rhode Island Turnpike and Bridge Authority. In January 1997 the legislature passed article 36 amending the law adding certain provisions in section 24-12-9. Article 20 of the 2013 appropriations act transfers the Sakonnet River Bridge and the Jamestown Verrazzano Bridge to the Authority. Article 21 of the 2015 appropriations act eliminates the authority to toll the Sakonnet River Bridge.



# The Budget

## Rhode Island Turnpike and Bridge Authority

	FY 2013 Actual	FY 2014 Actual	FY 2015 Revised	FY 2016 Recommended <sup>(2)</sup>
<b>Revenue</b>				
Gas Tax Revenue	0	0	14,250,000	14,250,000
Tolls	18,394,147	37,100,000	17,084,856	17,200,000
Interest Income	496,668	850,000	500,000	500,000
Miscellaneous	1,518,920	2,914,000	865,000	865,000
<b>Total Revenue</b>	<b>20,409,735</b>	<b>40,864,000</b>	<b>32,699,856</b>	<b>32,815,000</b>
<b>Expenses</b>				
Salaries and Wages	3,522,845	3,907,909	4,302,295	4,517,410
Bond Interest	2,932,614	3,319,898	3,169,384	3,170,000
Maintenance & Supplies	1,435,222	1,290,224	1,145,186	1,300,000
Insurance	815,238	2,709,927	918,944	1,100,000
Professional	2,416,877	3,189,630	286,500	350,000
All Other (includes depreciation)	10,822,064	13,136,500	11,939,434	12,500,000
<b>Total Expenses</b>	<b>21,944,860</b>	<b>27,554,088</b>	<b>21,761,743</b>	<b>22,937,410</b>
<b>Debt Service and Reserves</b>				
Bond Principal Account	1,515,324	1,725,371	30,000,000	5,000,000
Renewal and Replacement Fund <sup>(1)</sup>	11,304,829	9,500,000	15,000,000	10,000,000
Insurance Reserve Fund	1,587,770	1,588,000	1,588,200	1,590,000
General Fund	1,607	1,607	1,607	1,607
<b>Total Funding</b>	<b>14,409,530</b>	<b>12,814,978</b>	<b>46,589,807</b>	<b>16,591,607</b>
<b>Total Expenses and Funding</b>	<b>36,354,390</b>	<b>40,369,066</b>	<b>68,351,550</b>	<b>39,529,017</b>
<b>Change in Net Assets</b>	<b>(15,944,655)</b>	<b>494,934</b>	<b>(35,651,694)</b>	<b>(6,714,017)</b>

<sup>(1)</sup> The Renewal and Replacement Fund is used for capital improvements included in the ten-year plan approved by the Board of Trustees and certain maintenance costs of the Authority's two bridges and related buildings and grounds. Amounts in this fund are pledged to bondholders.

<sup>(2)</sup> The information presented above was provided by the Authority. Fiscal 2015 and 2016 data has not been approved by the Authority's Board of Directors. The final budget numbers may be significantly different than the preliminary numbers reflected herein.

# The Agency

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## Rhode Island Water Resources Board Corporate

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### Agency Operations

The Rhode Island Water Resources Board Corporate (RIWRB Corporate) was established by the General Assembly in 1970 as an agency with a distinct legal existence from the state. The RIWRB Corporate establishes water supply facilities and leases them to the cities, towns, districts and other municipal, quasi-municipal, private corporations and water supply companies. The RIWRB Corporate may contract for use of the facilities of such persons, or sell to those persons, the water derived from, carried by, or processed in the facilities. The RIWRB Corporate administers the Public Drinking Water Protection Program, which protects the quality and safety of public drinking water supplies. The RIWRB Corporate operates two funds: the Providence Project Fund has financed water quality/quantity improvement projects for the Providence Water Supply Board; the Water Quality Protection Fund secures revenue bonds, the proceeds from which are disbursed to fund contributors for the purposes of protecting water supplies and associated watersheds, wells and wellheads.

### Agency Objective

Protect the quality and safety of the public drinking water supply by providing revenue bonding for the acquisition of properties surrounding watersheds and water supply facilities for the state and municipal water suppliers.

### Statutory History

The Rhode Island Water Resources Board Corporate was established under R.I.G.L. 46-15.1 in 1970.

In 2009 the General Assembly passed Budget Article 5 that abolished the WRB Corporate program at the time the currently outstanding bonds are paid off, expected in 2016 (RIGL 46-15.1-22). The staff of the Water Resources Board is working with RI Clean Water Finance Agency to develop a memorandum of agreement to facilitate this transfer of responsibilities.

# The Budget

## Rhode Island Water Resources Board Corporate

For the Fiscal Year 2013 [1]

	FY 2013 Actual	FY 2014 Actual	FY 2015 Budget	FY 2016 Recommended
<b>Public Drinking Water Protect Revenue Bond Services</b>				
Water Surcharge [2]	941,789	943,168	950,000	1,000,000
Interest Income	53,695	44,740	53,650	59,350
<b>Total</b>	<b>995,484</b>	<b>987,908</b>	<b>1,003,650</b>	<b>1,059,350</b>
<b>Expenditures by Funds</b>				
Personnel/Purchased Services [3]	18,539	24,881	24,350	24,350
Capital Projects Debt Service	-	-	-	-
<b>Subtotal: Water Quality Protection Charge</b>	<b>18,539</b>	<b>24,881</b>	<b>24,350</b>	<b>24,350</b>
<b>Other Funds</b>				
Capital Debt Service 1997 Rev Bond [3]	-	-	-	-
<b>Subtotal: Water Quality</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Expenditures</b>	<b>18,539</b>	<b>24,881</b>	<b>24,350</b>	<b>24,350</b>

[1] Principal payments on debt are considered expenditures for budgetary purposes only, but are not considered an expenditure for financial statement purposes. Please see the financial statements for fiscal year ending June 30, 2013 for more detail.

[2] For FY 2012-2015 personnel and purchased services are provided by the Water Resources Board staff. Cash expenditures consist of purchased financial and legal services. The WRB is working with the RI Clean Water Finance Agency to transfer the WRB Corporate program in calendar year 2014 to comply with RIGL 46-15.1-22. Future budget requests for the WRB Corporate program will be included under the RI Clean Water Finance Agency budget request.

[3] Paid directly by Providence Water Supply Board.