

State of Rhode Island and Providence Plantations

# Fiscal Year 2019 Budget



Volume I – General Government and Quasi-Public Agencies

Gina M. Raimondo, Governor

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## Agency Summary

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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 (Board) supervises all elections and state and local referenda. The Board supervises the maintenance, preparation and delivery of voting equipment, election return forms, and other supplies used at polling places. It 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 bipartisan pairs of supervisors for the mail ballot program for institutionally confined persons. It 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. It also trains and supervises all individuals who serve as statewide voter registration agents. The Board 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 Board 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. It is also responsible for the publication of manuals describing and explaining the requirements set forth in the statutes. It 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 Board also 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. Chapter 1040 of the Public Laws of 1941 created the Board of Elections as a partisan board, replacing the State Returning 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. 17-27 provides for reporting requirements and monitoring of political contributions by state vendors.

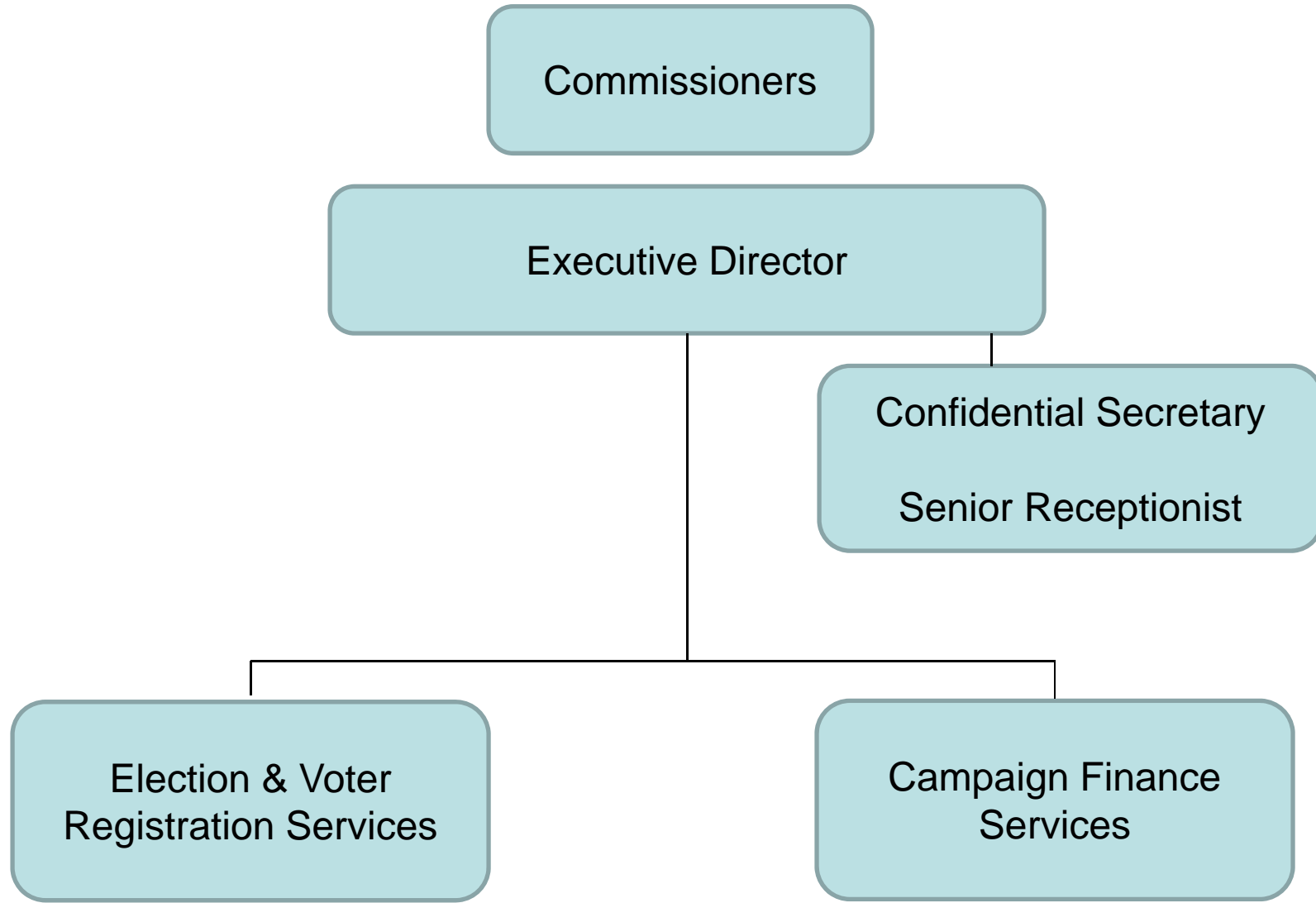
# Budget

## BOARD OF ELECTIONS

	2016 Actuals	2017 Actuals	2018 Enacted Budget	2018 Revised Budget	2019 Recommended
<b>Expenditures by Program</b>					
Central Management	1,714,512	1,969,669	1,548,735	1,689,751	5,315,517
<b>Total Expenditures</b>	<b>1,714,512</b>	<b>1,969,669</b>	<b>1,548,735</b>	<b>1,689,751</b>	<b>5,315,517</b>
<b>Expenditures by Object</b>					
Salary And Benefits	1,109,741	1,279,174	1,252,717	1,180,299	1,712,585
Contract Professional Services	65,143	136,732	83,788	135,788	135,788
Operating Supplies And Expenses	473,153	444,252	204,230	365,664	824,688
Assistance And Grants	28,345	0	0	0	2,620,856
<b>Subtotal: Operating</b>	<b>1,676,382</b>	<b>1,860,158</b>	<b>1,540,735</b>	<b>1,681,751</b>	<b>5,293,917</b>
Capital Purchases And Equipment	38,130	109,511	8,000	8,000	21,600
<b>Subtotal: Other</b>	<b>38,130</b>	<b>109,511</b>	<b>8,000</b>	<b>8,000</b>	<b>21,600</b>
<b>Total Expenditures</b>	<b>1,714,512</b>	<b>1,969,669</b>	<b>1,548,735</b>	<b>1,689,751</b>	<b>5,315,517</b>
<b>Expenditures by Source of Funds</b>					
General Revenue	1,714,512	1,969,669	1,548,735	1,689,751	5,315,517
<b>Total Expenditures</b>	<b>1,714,512</b>	<b>1,969,669</b>	<b>1,548,735</b>	<b>1,689,751</b>	<b>5,315,517</b>
<b>FTE Authorization</b>	<b>11.0</b>	<b>12.0</b>	<b>12.0</b>	<b>12.0</b>	<b>12.0</b>

# The Agency

## Board of Elections



# Personnel

## Agency: BOARD OF ELECTIONS

### Central Management

	FY 2018		FY 2019	
	FTE	Cost	FTE	Cost
<b>Unclassified</b>				
ADMINISTRATIVE ASSISTANT	2.0	84,569	2.0	88,550
CLERK/MACHINE DEMONSTRATOR/ASSISTANT BALLOT COORDINATOR	2.0	79,699	1.0	37,947
COMMISSIONER-BOARD OF ELECTIONS	0.0	21,000	0.0	21,000
CONFIDENTIAL SECRETARY	1.0	41,780	1.0	42,781
EXECUTIVE DIRECTOR	1.0	138,204	1.0	143,445
PLANNING AND PROGRAM DEVELOPMENT SPECIALIST	2.0	107,410	3.0	153,156
PRINCIPAL PROJECTS MANAGER	1.0	69,144	1.0	71,678
SENIOR ADMINISTRATIVE AIDE/TRAINING SPECIALIST	1.0	43,228	1.0	44,271
SENIOR RECEPTIONIST	1.0	40,681	1.0	40,681
SUPERVISING ACCOUNTANT	1.0	79,346	1.0	79,346
<b>Subtotal Unclassified</b>	<b>12.0</b>	<b>705,061</b>	<b>12.0</b>	<b>722,856</b>
<b>Subtotal</b>	<b>12.0</b>	<b>705,061</b>	<b>12.0</b>	<b>722,856</b>
Overtime (1.5)		0		7,982
Seasonal/Special Salaries/Wages		11,000		414,375
Turnover		(28,592)		0
<b>Total Salaries</b>		<b>687,469</b>		<b>1,145,212</b>
<b>Benefits</b>				
FICA		51,556		86,265
Health Benefits		192,132		211,466
Holiday		5,000		5,811
Payroll Accrual		3,770		4,027
Retiree Health		41,586		44,776
Retirement		171,254		182,421
<b>Subtotal</b>		<b>465,298</b>		<b>534,766</b>
<b>Total Salaries and Benefits</b>	<b>12.0</b>	<b>1,152,767</b>	<b>12.0</b>	<b>1,679,978</b>
<b>Cost Per FTE Position (Excluding Temp. and Seasonal)</b>		<b>96,064</b>		<b>139,998.17</b>
Statewide Benefit Assessment		27,532		32,607
<b>Payroll Costs</b>	<b>12.0</b>	<b>1,180,299</b>	<b>12.0</b>	<b>1,712,585</b>
<b>Purchased Services</b>				
Clerical and Temporary Services		3,000		3,000
Information Technology		12,000		12,000
Legal Services		120,000		120,000
Other Contracts		788		788

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## Personnel

Agency: BOARD OF ELECTIONS

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### Central Management

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	FY 2018		FY 2019	
	FTE	Cost	FTE	Cost
<b>Purchased Services</b>				
Subtotal		135,788		135,788
<b>Total Personnel</b>	<b>12.0</b>	<b>1,316,087</b>	<b>12.0</b>	<b>1,848,373</b>
<b>Distribution by Source of Funds</b>				
General Revenue		1,316,087		1,848,373
<b>Total All Funds</b>		<b>1,316,087</b>		<b>1,848,373</b>