

**VOLUME I: GENERAL GOVERNMENT  
AND QUASI-PUBLIC AGENCIES**

**DEPARTMENT OF  
ADMINISTRATION**

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## **Agency Summary**

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### **Department of Administration**

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#### **Agency Mission**

To manage the State's financial, human, technological, physical 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, Capital Asset Management and Maintenance (DCAMM), Information Technology, Library and Information Services, Planning, General Appropriations, Debt Service Payments, Energy Resources, 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. General Laws § 42-11 establishes and provides for the organization and functions of the Department of Administration.

# Budget

## Department of Administration

	2023 Actuals	2024 Actuals	2025 Enacted Budget	2025 Revised Budget	2026 Recommended
<b>Expenditures by Program</b>					
Central Management	182,941,576	18,282,302	49,433,141	58,715,466	37,553,059
Accounts and Control	11,321,612	6,250,781	7,989,065	8,272,562	8,495,913
Office of Management and Budget	8,651,216	11,902,245	12,763,999	16,652,756	14,660,841
Purchasing	4,209,518	4,430,187	5,265,398	5,618,312	5,908,473
Human Resources	718,221	797,933	943,668	947,752	889,580
Personnel Appeal Board	97,963	92,941	159,290	159,219	160,838
General	344,183,195	88,468,420	141,746,857	278,605,752	139,383,031
Debt Service Payments	190,923,919	233,946,025	197,825,338	192,495,446	211,883,983
Internal Service Programs	519,780,506	551,988,433	564,431,069	572,556,173	537,937,709
Legal Services	2,054,360	2,340,505	2,491,594	2,649,621	2,872,990
Information Technology	18,336,636	135,144,230	55,318,258	83,858,990	38,671,348
Library and Information Services	3,681,418	3,535,943	3,562,628	3,594,489	3,767,543
Planning	4,292,437	4,688,042	6,758,419	7,007,348	7,151,473
Statewide Personnel and Operations	0	0	32,500,000	17,152,587	20,642,448
Energy Resources	32,568,312	27,544,147	44,824,429	0	0
Rhode Island Health Benefits Exchange (HealthSource RI)	31,176,296	29,043,431	30,427,443	30,770,508	29,946,673
The Division of Equity, Diversity, and Inclusion	1,394,342	1,700,517	2,262,640	2,276,863	2,417,447
Capital Asset Management and Maintenance	9,852,517	9,345,344	9,931,679	9,937,223	8,985,340
<b>Total Expenditures</b>	<b>1,366,184,043</b>	<b>1,129,501,426</b>	<b>1,168,634,915</b>	<b>1,291,271,067</b>	<b>1,071,328,689</b>
<i>Internal Services</i>	<i>[519,780,506]</i>	<i>[551,988,433]</i>	<i>[614,531,340]</i>	<i>[642,950,666]</i>	<i>[573,608,486]</i>
<b>Expenditures by Object</b>					
Salary and Benefits	427,106,111	446,640,233	495,418,782	483,710,180	496,934,998
Contract Professional Services	36,368,257	37,409,610	34,955,257	41,054,758	32,035,753
Operating Supplies and Expenses	146,444,587	153,708,125	144,795,941	144,645,089	101,506,902
Assistance and Grants	146,034,442	44,932,999	67,122,603	125,575,877	21,982,619
<b>Subtotal: Operating</b>	<b>755,953,398</b>	<b>682,690,968</b>	<b>742,292,583</b>	<b>794,985,904</b>	<b>652,460,272</b>

# Budget

## Department of Administration

	2023 Actuals	2024 Actuals	2025 Enacted Budget	2025 Revised Budget	2026 Recommended
Capital Purchases and Equipment	18,017,980	34,366,528	175,985,414	255,601,470	158,101,700
Aid to Local Units of Government	12,060,770	12,614,448	14,431,580	14,088,247	14,782,734
Debt Service (Fixed Charges)	165,464,150	198,282,304	197,725,338	192,395,446	211,783,983
Operating Transfers	414,687,745	201,547,179	38,200,000	34,200,000	34,200,000
<b>Subtotal: Other</b>	<b>610,230,646</b>	<b>446,810,459</b>	<b>426,342,332</b>	<b>496,285,163</b>	<b>418,868,417</b>
<b>Total Expenditures</b>	<b>1,366,184,043</b>	<b>1,129,501,426</b>	<b>1,168,634,915</b>	<b>1,291,271,067</b>	<b>1,071,328,689</b>
<b>Expenditures by Source of Funds</b>					
General Revenue	489,769,564	279,490,215	255,026,334	239,384,144	262,776,439
Federal Funds	210,085,376	44,102,130	78,720,050	152,041,032	48,547,422
Restricted Receipts	66,714,157	152,718,315	49,989,447	34,470,272	24,323,516
Operating Transfers From Other Funds	79,875,717	101,129,001	168,057,223	222,106,133	161,574,142
Other Funds	519,739,230	552,061,765	616,841,861	643,269,486	574,107,170
<b>Total Expenditures</b>	<b>1,366,184,043</b>	<b>1,129,501,426</b>	<b>1,168,634,915</b>	<b>1,291,271,067</b>	<b>1,071,328,689</b>
<b>FTE Authorization</b>	<b>662.7</b>	<b>674.6</b>	<b>683.6</b>	<b>667.6</b>	<b>669.6</b>

# Personnel Agency Summary

## Department of Administration

	FY 2025		FY 2026	
	FTE	Cost	FTE	Cost
Classified	651.6	64,891,192	653.6	69,020,811
Non-Classified	(2.0)	91,479	(2.0)	91,479
Unclassified	18.0	2,635,500	18.0	2,763,233
<b>Subtotal</b>	<b>667.6</b>	<b>67,618,171</b>	<b>669.6</b>	<b>71,875,523</b>
Transfer Out		(1,813,976)		(1,656,611)
Transfer In		293,360		310,435
Overtime		1,404,048		1,497,211
Seasonal/Special Salaries/Wages		156,520		156,520
Turnover		(2,028,180)		(4,122,538)
<b>Total Salaries</b>		<b>65,629,943</b>		<b>68,060,540</b>
<b>Benefits</b>				
Contract Reserve		12,152,587		20,642,448
Contract Stipends		141,378		141,378
FICA		5,319,289		5,637,931
Health Benefits		10,480,800		11,147,354
Other		6,000,000		6,000,000
Payroll Accrual		373,984		397,630
Retiree Health		2,520,208		2,218,531
Retirement		20,259,621		21,732,189
<b>Subtotal</b>		<b>57,247,867</b>		<b>67,917,461</b>
<b>Total Salaries and Benefits</b>	<b>667.6</b>	<b>122,877,810</b>	<b>669.6</b>	<b>135,978,001</b>
<b>Cost Per FTE Position</b>		<b>184,059</b>		<b>203,074</b>
Statewide Benefit Assessment		1,854,974		1,979,601
<b>Payroll Costs</b>	<b>667.6</b>	<b>124,732,784</b>	<b>669.6</b>	<b>137,957,602</b>
<b>Purchased Services</b>				
Buildings and Ground Maintenance		3,440,744		2,307,969
Clerical and Temporary Services		360,507		360,507
Design and Engineering Services		208,239		183,989
Information Technology		17,698,560		11,713,479
Legal Services		336,375		336,375
Management & Consultant Services		14,870,651		12,911,068
Other Contracts		4,099,859		4,182,543
Training and Educational Services		39,823		39,823
<b>Subtotal</b>		<b>41,054,758</b>		<b>32,035,753</b>
<b>Total Personnel</b>	<b>667.6</b>	<b>165,787,542</b>	<b>669.6</b>	<b>169,993,355</b>

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## Personnel Agency Summary

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### Department of Administration

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	FY 2025		FY 2026	
	FTE	Cost	FTE	Cost
<b>Distribution by Source of Funds</b>				
General Revenue	218.6	43,402,091	220.6	50,032,136
Federal Funds	10.0	3,277,302	10.0	3,965,504
Restricted Receipts	16.0	16,236,605	16.0	15,956,986
Operating Transfers from Other Funds	4.0	4,794,756	4.0	5,049,859
Other Funds	419.0	98,076,788	419.0	94,988,870
<b>Total All Funds</b>	<b>667.6</b>	<b>165,787,542</b>	<b>669.6</b>	<b>169,993,355</b>

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## **Program Summary**

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### **Department of Administration**

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#### **Central Management**

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##### **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.

##### **Description**

Central Management is comprised of three major functions: Director's Office, Central Business Office, and 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 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. General Laws § 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.

##### **Statutory History**

The legal mandates of the Department of Administration are outlined in R.I. General Laws § 42-11-2. The Judicial Nominating Commission was created by RIGL § 8-16.1, which also outlines the criteria for the selection of qualified judicial nominees.

# Budget

## Department of Administration

### Central Management

Expenditures by Sub Program	2023 Actuals	2024 Actuals	2025 Enacted Budget	2025 Revised Budget	2026 Recommended
Director's Office	179,011,741	17,296,831	47,948,873	57,237,597	35,811,586
Financial Management	3,918,648	982,101	1,461,307	1,454,908	1,718,512
Judicial Nominating Committee	11,187	3,370	22,961	22,961	22,961
<b>Total Expenditures</b>	<b>182,941,576</b>	<b>18,282,302</b>	<b>49,433,141</b>	<b>58,715,466</b>	<b>37,553,059</b>
<b>Expenditures by Object</b>					
Salary and Benefits	1,864,335	2,429,256	2,770,977	2,752,626	3,107,822
Contract Professional Services	445,168	196,488	481,400	1,221,400	471,400
Operating Supplies and Expenses	4,852,049	2,172,232	1,160,264	458,200	953,337
Assistance and Grants	97,470,750	3,683,132	12,018,000	21,280,740	18,000
<b>Subtotal: Operating</b>	<b>104,632,302</b>	<b>8,481,109</b>	<b>16,430,641</b>	<b>25,712,966</b>	<b>4,550,559</b>
Capital Purchases and Equipment	6,061	691,446	2,500	2,500	2,500
Operating Transfers	78,303,213	9,109,747	33,000,000	33,000,000	33,000,000
<b>Subtotal: Other</b>	<b>78,309,274</b>	<b>9,801,193</b>	<b>33,002,500</b>	<b>33,002,500</b>	<b>33,002,500</b>
<b>Total Expenditures</b>	<b>182,941,576</b>	<b>18,282,302</b>	<b>49,433,141</b>	<b>58,715,466</b>	<b>37,553,059</b>
<b>Expenditures by Source of Funds</b>					
General Revenue	2,665,569	2,810,902	3,654,794	4,452,726	4,359,358
Federal Funds	180,276,008	15,471,400	45,778,347	54,262,740	33,000,000
Restricted Receipts	0	0	0	0	193,701
<b>Total Expenditures</b>	<b>182,941,576</b>	<b>18,282,302</b>	<b>49,433,141</b>	<b>58,715,466</b>	<b>37,553,059</b>



# Personnel

## Department of Administration

### Central Management

		FY 2025		FY 2026	
		FTE	Cost	FTE	Cost
<b>Classified</b>					
ASSISTANT BUSINESS MANAGEMENT OFFICER	0319 A	1.0	50,442	1.0	53,668
ASSISTANT DIRECTOR FINANCIAL AND CONTRACT MANAGEMENT	0141 A	2.0	256,663	2.0	280,364
BUSINESS MANAGEMENT OFFICER	0126 A	2.0	129,248	2.0	139,200
CHIEF FINANCIAL OFFICER III	0147 A	1.0	163,579	1.0	170,589
ECONOMIC AND POLICY ANALYST I	0130 A	4.0	309,591	4.0	330,466
PRINCIPAL INFORMATION AND PUBLIC RELATIONS SPECIALIST	0126 A	1.0	67,255	1.0	73,209
PROGRAMMING SERVICES OFFICER	0131 A	2.0	195,328	2.0	203,434
SENIOR ECONOMIC AND POLICY ANALYST	0134 A	1.0	91,780	1.0	100,237
SUPERVISOR OF FISCAL SERVICES (DEPT OF ADMINISTRATION)	3536 A	1.0	123,436	1.0	128,283
<b>Subtotal Classified</b>		<b>15.0</b>	<b>1,387,322</b>	<b>15.0</b>	<b>1,479,450</b>
<b>Non-Classified</b>					
ZFTE RECONCILIATION TO AUTHORIZATION (NONCLASSIFIED)	0000 A	(1.0)	0	(1.0)	0
<b>Subtotal Non-Classified</b>		<b>(1.0)</b>	<b>0</b>	<b>(1.0)</b>	<b>0</b>
<b>Unclassified</b>					
ASSISTANT ADMINISTRATOR/FINANCIAL MANAGEMENT	0835 A	1.0	98,045	1.0	105,689
CHIEF OF STRATEGIC PLANNING- MONITORING AND EVALUATION	0843 A	1.0	139,285	1.0	151,049
DEPUTY CHIEF OF STAFF/POLICY	0845 A	1.0	143,164	1.0	155,086
DEPUTY DIRECTOR	0848 A	1.0	170,384	1.0	177,198
DEPUTY DIRECTOR- DEPARTMENT OF ADMINISTRATION	0850 A	1.0	182,288	1.0	189,580
DIRECTOR OF ADMINISTRATION	0946KF	1.0	185,590	1.0	185,590
DIRECTOR OF PUBLIC AFFAIRS	8739 A	1.0	113,832	1.0	124,579
<b>Subtotal Unclassified</b>		<b>7.0</b>	<b>1,032,588</b>	<b>7.0</b>	<b>1,088,771</b>
<b>Subtotal</b>		<b>21.0</b>	<b>2,419,910</b>	<b>21.0</b>	<b>2,568,221</b>
Transfer Out			(643,728)		(527,790)
Overtime			39,585		41,168
Turnover			(57,291)		(86,583)
<b>Total Salaries</b>			<b>1,758,476</b>		<b>1,995,016</b>

# Personnel

## Department of Administration

### Central Management

	FY 2025		FY 2026	
	FTE	Cost	FTE	Cost
<b>Benefits</b>				
FICA		129,542		147,827
Health Benefits		192,223		212,562
Payroll Accrual		10,051		11,376
Retiree Health		67,725		63,499
Retirement		544,762		620,884
<b>Subtotal</b>		<b>944,303</b>		<b>1,056,148</b>
<b>Total Salaries and Benefits</b>	<b>21.0</b>	<b>2,702,779</b>	<b>21.0</b>	<b>3,051,164</b>
<b>Cost Per FTE Position</b>		<b>128,704</b>		<b>145,294</b>
Statewide Benefit Assessment		49,847		56,658
<b>Payroll Costs</b>	<b>21.0</b>	<b>2,752,626</b>	<b>21.0</b>	<b>3,107,822</b>
<b>Purchased Services</b>				
Clerical and Temporary Services		35,000		35,000
Information Technology		249,000		249,000
Legal Services		6,400		6,400
Management & Consultant Services		930,000		180,000
Other Contracts		1,000		1,000
<b>Subtotal</b>		<b>1,221,400</b>		<b>471,400</b>
<b>Total Personnel</b>	<b>21.0</b>	<b>3,974,026</b>	<b>21.0</b>	<b>3,579,222</b>
<b>Distribution by Source of Funds</b>				
General Revenue	21.0	3,974,026	21.0	3,579,222
<b>Total All Funds</b>	<b>21.0</b>	<b>3,974,026</b>	<b>21.0</b>	<b>3,579,222</b>

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## Performance Measures

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### Department of Administration

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### Central Management

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#### Budget Accountability

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DOA Central Management is committed to modeling best practices in budgeting. The figures below indicate whether DOA ran a budget deficit in a given year, and if so, by how much.

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	<i>Frequency: Annual</i>		<i>Reporting Period: State Fiscal Year</i>		
	2022	2023	2024	2025	2026
<b>Target</b>	\$0	\$0	\$0	\$0	\$0
<b>Actual</b>	\$0	\$0	\$0	--	--

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## **Program Summary**

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### **Department of Administration**

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#### **Accounts and Control**

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##### **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.

##### **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 preaudit of state receipts and expenditures; the approval of vouchers drawn on the treasury; the preparation of financial statements in accordance with generally accepted accounting principles; the management of federal fiscal proposals and guidelines and serving as the state clearinghouse for the application of federal grants; and the identification of federal grant-funding opportunities to support the governor's and general assembly's major policy initiatives and providing technical assistance with the application process and post-award grants management. 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. General Laws § 35-6 establishes the statutory basis for this program. Other legal references are provided in RIGL § 9, 10, 11, 12, 16, 20, 24, 28, 30, 35, 39, 43, 44, 45, and 46. RIGL § 35-1.1-5 assigns to the controller various functions related to the management of federal grants formerly assigned to the Office of Management and Budget.

# Budget

## Department of Administration

### Accounts and Control

<b>Expenditures by Sub Program</b>	<b>2023 Actuals</b>	<b>2024 Actuals</b>	<b>2025 Enacted Budget</b>	<b>2025 Revised Budget</b>	<b>2026 Recommended</b>
Accounts & Control	7,217,707	6,245,072	7,989,065	8,272,562	8,495,913
Pandemic Recovery Office (PRO)	4,103,904	5,709	0	0	0
<b>Total Expenditures</b>	<b>11,321,612</b>	<b>6,250,781</b>	<b>7,989,065</b>	<b>8,272,562</b>	<b>8,495,913</b>
<b>Expenditures by Object</b>					
Salary and Benefits	5,739,286	4,396,972	4,942,832	5,041,596	5,315,269
Contract Professional Services	906,852	677,735	2,426,149	2,441,068	2,374,632
Operating Supplies and Expenses	4,664,953	1,163,893	601,484	771,298	787,412
<b>Subtotal: Operating</b>	<b>11,311,091</b>	<b>6,238,600</b>	<b>7,970,465</b>	<b>8,253,962</b>	<b>8,477,313</b>
Capital Purchases and Equipment	10,520	12,181	18,600	18,600	18,600
<b>Subtotal: Other</b>	<b>10,520</b>	<b>12,181</b>	<b>18,600</b>	<b>18,600</b>	<b>18,600</b>
<b>Total Expenditures</b>	<b>11,321,612</b>	<b>6,250,781</b>	<b>7,989,065</b>	<b>8,272,562</b>	<b>8,495,913</b>
<b>Expenditures by Source of Funds</b>					
General Revenue	5,017,690	5,026,036	5,355,257	5,609,221	5,804,845
Federal Funds	4,103,904	5,709	0	0	0
Restricted Receipts	2,200,017	1,219,035	2,633,808	2,663,341	2,691,068
<b>Total Expenditures</b>	<b>11,321,612</b>	<b>6,250,781</b>	<b>7,989,065</b>	<b>8,272,562</b>	<b>8,495,913</b>

# Personnel

## Department of Administration

### Accounts and Control

		FY 2025		FY 2026	
		FTE	Cost	FTE	Cost
<b>Classified</b>					
ACCOUNTING CONTROL SPECIALIST (DOA)	0331 A	4.0	346,341	4.0	366,559
ACCOUNTS AND CONTROL CENTRALIZED ACCOUNTING CLERK	0324 A	11.0	723,830	11.0	761,085
ADMINISTRATOR, FINANCIAL MANAGEMENT	0137 A	1.0	103,004	1.0	111,039
ADMIN OF FIN MGMT & REP (A&C)	0141 A	2.0	250,646	2.0	266,848
ASSOCIATE CONTROLLER	0143 A	3.0	406,479	3.0	428,911
ASSOCIATE CONTROLLER	0146 A	1.0	147,288	1.0	153,179
CENTRAL ACCOUNTS PAYABLE SUPERVISING PREAUDIT CLK (DOA)	0328 A	2.0	145,902	2.0	142,747
CHIEF ECONOMIC AND POLICY ANALYST	0142 A	1.0	131,416	1.0	139,712
CHIEF IMPLEMENTATION AIDE	0128 A	1.0	77,388	1.0	80,484
CHIEF PREAUDIT SUPERVISOR	0131 A	3.0	273,580	3.0	289,421
CONTROLLER	0148 A	1.0	182,672	1.0	189,811
FINANCIAL REPORTING MANAGER (OFFICE OF ACCOUNTS & CONTROL)	0139 A	3.0	355,410	3.0	369,626
IMPLEMENTATION DIRECTOR POLICY AND PROGRAMS	0140 A	1.0	122,469	1.0	127,368
INTERDEPARTMENTAL PROJECT MANAGER	0139 A	1.0	108,616	1.0	118,146
PROGRAMMING SERVICES OFFICER	0131 A	1.0	81,388	1.0	88,616
RISK MANAGER-INSURANCE	0137 A	1.0	127,962	1.0	133,081
SUPERVISOR FINANCIAL MANAGEMENT AND REPORTING	0135 A	2.0	194,229	2.0	210,854
SUPERVISOR OF FISCAL SERVICES (DEPT OF ADMINISTRATION)	0136 A	2.0	223,520	2.0	236,674
<b>Subtotal Classified</b>		<b>41.0</b>	<b>4,002,140</b>	<b>41.0</b>	<b>4,214,161</b>
<b>Non-Classified</b>					
ZFTE RECONCILIATION TO AUTHORIZATION (NONCLASSIFIED)	0000 A	0.0	0	0.0	0
<b>Subtotal Non-Classified</b>		<b>0.0</b>	<b>0</b>	<b>0.0</b>	<b>0</b>
<b>Subtotal</b>		<b>41.0</b>	<b>4,002,140</b>	<b>41.0</b>	<b>4,214,161</b>
Transfer Out			(851,471)		(887,735)
Overtime			10,500		0
Turnover			(78,000)		(71,647)
<b>Total Salaries</b>			<b>3,083,169</b>		<b>3,254,779</b>

# Personnel

## Department of Administration

### Accounts and Control

	FY 2025		FY 2026	
	FTE	Cost	FTE	Cost
<b>Benefits</b>				
FICA		234,186		248,065
Health Benefits		520,383		554,588
Payroll Accrual		17,976		18,970
Retiree Health		121,064		105,781
Retirement		975,712		1,038,699
<b>Subtotal</b>		<b>1,869,321</b>		<b>1,966,103</b>
<b>Total Salaries and Benefits</b>	<b>41.0</b>	<b>4,952,490</b>	<b>41.0</b>	<b>5,220,882</b>
<b>Cost Per FTE Position</b>		<b>120,792</b>		<b>127,339</b>
Statewide Benefit Assessment		89,106		94,387
<b>Payroll Costs</b>	<b>41.0</b>	<b>5,041,596</b>	<b>41.0</b>	<b>5,315,269</b>
<b>Purchased Services</b>				
Clerical and Temporary Services		52,683		52,683
Information Technology		1,024,771		958,335
Legal Services		45,000		45,000
Management & Consultant Services		992,614		992,614
Other Contracts		326,000		326,000
<b>Subtotal</b>		<b>2,441,068</b>		<b>2,374,632</b>
<b>Total Personnel</b>	<b>41.0</b>	<b>7,482,664</b>	<b>41.0</b>	<b>7,689,901</b>
<b>Distribution by Source of Funds</b>				
General Revenue	41.0	4,860,833	41.0	5,039,779
Restricted Receipts	0.0	2,621,831	0.0	2,650,122
<b>Total All Funds</b>	<b>41.0</b>	<b>7,482,664</b>	<b>41.0</b>	<b>7,689,901</b>

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## Performance Measures

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### Department of Administration

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#### Accounts and Control

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##### Timeliness of Invoice Payments

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Invoices are processed in the state's finance system by Accounts and Control's Centralized Accounts Payable division. Each invoice is paid based on the vendor's agreed upon terms, but the invoice must be approved by its corresponding agency before it can be paid. The figures below represent the percent of invoices paid within 30 days from the date it was entered into the system.

	<i>Reporting Period: State Fiscal Year</i>				
<i>Frequency: Annual</i>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>
<b>Target</b>	99%	99%	99%	99%	99%
<b>Actual</b>	98.84%	99.17%	99.15%	--	--



## **Program Summary**

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### **Department of Administration**

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### **Office of Management and Budget**

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#### **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.

#### **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. Regulatory Reform: Evaluates and reforms state and local regulatory environment to remove barriers to economic growth while protecting taxpayer interests. Office of Internal Audit: Enhance and better protect organizational value by providing risk-based and objective assurance, advice, and insight across all executive branch departments and educational institutions.

#### **Statutory History**

R.I. General Laws § 35-1.1 created OMB. 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 moves the Office of Regulatory Reform from the Economic Development Corporation to OMB. RIGL § 35-7.1 reorganizes the Bureau of Audits, a program within the Department of Administration, as the Office of Internal Audit, a sub-program within OMB.

# Budget

## Department of Administration

### Office of Management and Budget

Expenditures by Sub Program	2023 Actuals	2024 Actuals	2025 Enacted Budget	2025 Revised Budget	2026 Recommended
Budget Office	3,864,001	3,628,947	4,619,574	4,513,316	4,787,859
Director, Office of Mgt and Budget	773,562	967,717	779,660	932,016	1,005,080
Office of Internal Audit	3,220,042	3,266,197	4,115,926	4,492,755	5,048,656
Office of Regulatory Reform	498,620	688,164	720,350	826,562	863,650
Pandemic Recovery Office (PRO)	0	2,543,948	1,830,147	4,964,023	1,967,129
Performance Management	294,992	807,273	698,342	924,084	988,467
<b>Total Expenditures</b>	<b>8,651,216</b>	<b>11,902,245</b>	<b>12,763,999</b>	<b>16,652,756</b>	<b>14,660,841</b>
<b>Expenditures by Object</b>					
Salary and Benefits	7,446,028	9,587,043	11,045,705	11,487,554	12,814,379
Contract Professional Services	271,934	689,537	453,175	594,814	453,175
Operating Supplies and Expenses	849,321	1,604,006	1,247,019	1,418,392	1,375,187
Assistance and Grants	18,000	0	0	3,113,896	0
<b>Subtotal: Operating</b>	<b>8,585,282</b>	<b>11,880,587</b>	<b>12,745,899</b>	<b>16,614,656</b>	<b>14,642,741</b>
Capital Purchases and Equipment	65,934	21,658	18,100	38,100	18,100
<b>Subtotal: Other</b>	<b>65,934</b>	<b>21,658</b>	<b>18,100</b>	<b>38,100</b>	<b>18,100</b>
<b>Total Expenditures</b>	<b>8,651,216</b>	<b>11,902,245</b>	<b>12,763,999</b>	<b>16,652,756</b>	<b>14,660,841</b>
<b>Expenditures by Source of Funds</b>					
General Revenue	7,749,284	8,474,761	9,915,379	10,112,663	11,000,012
Federal Funds	110,477	2,571,615	1,931,397	5,065,273	2,118,818
Restricted Receipts	(24,613)	0	300,000	300,000	300,000
Operating Transfers from Other Funds	816,068	855,869	617,223	1,174,820	1,242,011
<b>Total Expenditures</b>	<b>8,651,216</b>	<b>11,902,245</b>	<b>12,763,999</b>	<b>16,652,756</b>	<b>14,660,841</b>

# Personnel

## Department of Administration

### Office of Management and Budget

		FY 2025		FY 2026	
		FTE	Cost	FTE	Cost
<b>Classified</b>					
ASSISTANT DIRECTOR FINANCIAL AND CONTRACT MANAGEMENT	0141 A	1.0	120,443	1.0	131,436
ASSOCIATE DIRECTOR- DIVISION OF PLANNING	0147 A	1.0	161,782	1.0	170,589
ASSOCIATE DIRECTOR (FINANCIAL MANAGEMENT)	0144 A	2.0	277,588	2.0	294,863
BUDGET ANALYST	0828 A	3.0	210,057	3.0	226,257
BUDGET AND POLICY ANALYST	0832 A	2.0	168,480	2.0	182,824
CHIEF BUDGET AND POLICY ANALYST	0146 A	4.0	625,590	4.0	662,972
CHIEF DATA ANALYST	0145 A	1.0	140,319	1.0	152,111
CHIEF ECONOMIC AND POLICY ANALYST	0142 A	2.0	242,956	2.0	265,023
CHIEF FINANCIAL OFFICER III	0147 A	1.0	164,028	1.0	170,589
CHIEF IMPLEMENTATION AIDE	0128 A	1.0	81,075	1.0	84,170
CHIEF OF STRATEGIC PLANNING- MONITORING AND EVALUATION	0143 A	1.0	129,326	1.0	140,671
CHIEF PUBLIC AFFAIRS OFFICER	0137 A	1.0	108,904	1.0	113,260
DATA ANALYST I	0134 A	2.0	176,494	2.0	190,271
DATA ANALYST III	0142 A	4.0	530,095	5.0	681,749
DATABASE ADMINISTRATOR	0148 A	1.0	175,635	1.0	182,434
DEPUTY BUDGET OFFICER	0149 A	1.0	161,064	1.0	173,680
DEPUTY CHIEF BUREAU OF AUDITS	0143 A	1.0	147,286	1.0	153,178
DEPUTY DIRECTOR OF OMB	0151 A	2.0	384,980	2.0	400,378
EXECUTIVE DIRECTOR (DOA)/BUDGET OFFICER	0152 A	1.0	193,730	1.0	201,479
FRAUD INTERNAL AUDITOR (DOA)	0327 A	3.0	210,087	3.0	223,852
INTERDEPARTMENTAL PROJECT MANAGER	0139 A	2.0	244,831	2.0	260,756
INTERNAL AUDIT MANAGER (DOA)	0136 A	3.0	300,020	3.0	326,140
INTERNAL AUDITOR (DOA)	0327 A	1.0	71,816	1.0	76,809
INVESTIGATIVE AUDITOR	0133 A	4.0	348,066	4.0	376,567
PRINCIPAL BUDGET AND POLICY ANALYST	0840 A	2.0	228,432	2.0	249,955
PRINCIPAL ECONOMIC AND POLICY ANALYST	0138 A	2.0	207,722	2.0	223,554
PROGRAMMING SERVICES OFFICER	0131 A	2.0	158,500	2.0	171,439
SENIOR BUDGET AND POLICY ANALYST	0836 A	3.0	285,726	3.0	308,013
SENIOR ECONOMIC AND POLICY ANALYST	0134 A	5.0	469,267	5.0	504,015
SENIOR ECONOMIC AND POLICY ANALYST	0834 A	1.0	97,986	1.0	101,905
SENIOR INTERNAL AUDIT MANAGER (DOA)	0140 A	1.0	122,469	1.0	127,368
SENIOR INTERNAL AUDITOR (DOA)	0131 A	4.0	374,670	4.0	395,428
SENIOR INTERNAL AUDITOR II (DOA)	0133 A	1.0	91,722	2.0	185,850
<b>Subtotal Classified</b>		<b>66.0</b>	<b>7,411,146</b>	<b>68.0</b>	<b>8,109,585</b>
<b>Non-Classified</b>					

# Personnel

## Department of Administration

### Office of Management and Budget

		FY 2025		FY 2026	
		FTE	Cost	FTE	Cost
<b>Non-Classified</b>					
ZFTE RECONCILIATION TO AUTHORIZATION (NONCLASSIFIED)	0000 A	(1.0)	0	(1.0)	0
<b>Subtotal Non-Classified</b>		<b>(1.0)</b>	<b>0</b>	<b>(1.0)</b>	<b>0</b>
<b>Unclassified</b>					
DIRECTOR- OFFICE OF MANAGEMENT & BUDGET	0852 A	1.0	194,196	1.0	201,964
<b>Subtotal Unclassified</b>		<b>1.0</b>	<b>194,196</b>	<b>1.0</b>	<b>201,964</b>
<b>Subtotal</b>		<b>66.0</b>	<b>7,605,342</b>	<b>68.0</b>	<b>8,311,549</b>
Seasonal/Special Salaries/Wages			72,800		72,800
Turnover			(421,115)		(254,690)
<b>Total Salaries</b>			<b>7,257,027</b>		<b>8,129,659</b>
<b>Benefits</b>					
FICA			543,050		609,427
Health Benefits			874,870		963,766
Payroll Accrual			42,016		46,951
Retiree Health			283,059		261,852
Retirement			2,279,191		2,569,077
<b>Subtotal</b>			<b>4,022,186</b>		<b>4,451,073</b>
<b>Total Salaries and Benefits</b>		<b>66.0</b>	<b>11,279,213</b>	<b>68.0</b>	<b>12,580,732</b>
<b>Cost Per FTE Position</b>			<b>170,897</b>		<b>185,011</b>
Statewide Benefit Assessment			208,341		233,647
<b>Payroll Costs</b>		<b>66.0</b>	<b>11,487,554</b>	<b>68.0</b>	<b>12,814,379</b>
<b>Purchased Services</b>					
Information Technology			141,639		0
Management & Consultant Services			452,675		452,675
Other Contracts			500		500
<b>Subtotal</b>			<b>594,814</b>		<b>453,175</b>
<b>Total Personnel</b>		<b>66.0</b>	<b>12,082,368</b>	<b>68.0</b>	<b>13,267,554</b>
<b>Distribution by Source of Funds</b>					
General Revenue		56.0	8,696,255	58.0	9,646,809
Federal Funds		10.0	1,942,002	10.0	2,109,443
Restricted Receipts		0.0	300,000	0.0	300,000
Operating Transfers from Other Funds		0.0	1,144,111	0.0	1,211,302
<b>Total All Funds</b>		<b>66.0</b>	<b>12,082,368</b>	<b>68.0</b>	<b>13,267,554</b>

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## Performance Measures

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### Department of Administration

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### Office of Management and Budget

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#### OIA Performance Audits

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The Office of Internal Audits (OIA) conducts performance audits of state departments, agencies, and private entities to evaluate if state resources are being used efficiently and effectively. The figures below represent the number of performance audits conducted annually. [Note: This performance measure was established in FY 2023 and historical targets are not available.]

	<i>Reporting Period: State Fiscal Year</i>				
	2022	2023	2024	2025	2026
<b>Target</b>	--	5	6	6	6
<b>Actual</b>	3	5	6	--	--

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#### Budget Program Performance Measures

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OMB is responsible for tracking and reporting performance data for Executive Branch agencies. The figures below represent the percent of applicable budget programs that have performance measures included with their budget proposal. [Note: This performance measure was established in FY 2023 and historical targets are not available.]

	<i>Reporting Period: State Fiscal Year</i>				
	2022	2023	2024	2025	2026
<b>Target</b>	--	90%	100%	100%	100%
<b>Actual</b>	57%	95%	98%	100%	--

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#### Timeliness of Budget Office Reporting

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The Budget Office has an assortment of work products with statutorily mandated public reporting requirements. The figures below represent the percent of Budget Office reports that were filed/submitted within the required statutory deadlines. [Note: This performance measure was established in FY 2023 and historical targets are not available.]

	<i>Reporting Period: State Fiscal Year</i>				
	2022	2023	2024	2025	2026
<b>Target</b>	--	100%	100%	100%	100%
<b>Actual</b>	67%	100%	86%	--	--

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#### Timeliness of Regulatory Review

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Executive Order 15-07 requires regulatory agencies to submit all regulatory actions to the Office of Management and Budget (OMB) for review and approval in accordance with RIGL 42-35-3(a)(1). OMB has thirty (30) calendar days to review each submission, with a goal of averaging fewer than twenty (20) calendar days per action. The figures below represent the average number of days it took OMB to complete its reviews. [Note: This performance measure was established in FY 2023 and historical targets are not available.]

	<i>Reporting Period: State Fiscal Year</i>				
	2022	2023	2024	2025	2026
<b>Target</b>	--	20	20	20	18
<b>Actual</b>	15	8	10	--	--

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## **Program Summary**

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### **Department of Administration**

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### **Purchasing**

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#### **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.

#### **Description**

The Purchasing program is composed of five major functions: procurement, operational support services, standards and specifications development and management and vendor information. 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 include 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. General Laws § 42-11-2. Operation of the state purchasing program is set forth in RIGL § 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. RIGL § 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. RIGL § 37-2-18(b) and (j).

# Budget

## Department of Administration

### Purchasing

Expenditures by Sub Program	2023 Actuals	2024 Actuals	2025 Enacted Budget	2025 Revised Budget	2026 Recommended
Purchasing	4,209,518	4,430,187	5,265,398	5,618,312	5,908,473
<b>Total Expenditures</b>	<b>4,209,518</b>	<b>4,430,187</b>	<b>5,265,398</b>	<b>5,618,312</b>	<b>5,908,473</b>
<b>Expenditures by Object</b>					
Salary and Benefits	3,634,950	3,833,135	4,563,145	4,898,226	5,223,532
Contract Professional Services	0	3,194	100,250	100,250	100,250
Operating Supplies and Expenses	574,568	593,858	602,003	619,836	584,691
<b>Subtotal: Operating</b>	<b>4,209,518</b>	<b>4,430,187</b>	<b>5,265,398</b>	<b>5,618,312</b>	<b>5,908,473</b>
<b>Total Expenditures</b>	<b>4,209,518</b>	<b>4,430,187</b>	<b>5,265,398</b>	<b>5,618,312</b>	<b>5,908,473</b>
<b>Expenditures by Source of Funds</b>					
General Revenue	3,301,108	3,449,071	4,232,292	4,289,222	4,008,986
Restricted Receipts	390,846	456,997	461,480	728,560	1,262,987
Operating Transfers from Other Funds	517,563	524,119	571,626	600,530	636,500
<b>Total Expenditures</b>	<b>4,209,518</b>	<b>4,430,187</b>	<b>5,265,398</b>	<b>5,618,312</b>	<b>5,908,473</b>

# Personnel

## Department of Administration

### Purchasing

		FY 2025		FY 2026	
		FTE	Cost	FTE	Cost
<b>Classified</b>					
ADMINISTRATOR OF PURCHASING SYSTEMS (DOA)	0141 A	4.0	519,180	4.0	552,917
ASSISTANT BUYER (DOA/DIVISION OF PURCHASES)	0324 A	8.0	493,825	8.0	530,183
ASSISTANT BUYER (DOA/DIVISION OF PURCHASES)	0327 A	1.0	67,700	1.0	72,743
BUYER I (DOA/OP)	0327 A	3.0	201,998	3.0	216,974
BUYER I (DOA/OP)	0329 A	1.0	77,558	1.0	83,781
BUYER II (DOA/OP)	0329 A	3.0	222,343	3.0	239,627
CHIEF BUYER (DOA/OP)	0134 A	3.0	289,092	3.0	309,071
CHIEF IMPLEMENTATION AIDE	0128 A	1.0	72,358	1.0	78,654
CONTR & SPECIFICITIN ASST ADMIN	0136 A	1.0	105,146	1.0	109,352
DEPUTY PURCHASING AGENT	0147 A	2.0	308,029	2.0	332,700
IMPLEMENTATION AIDE	0324 A	1.0	60,143	1.0	64,482
PROGRAMMING SERVICES OFFICER	0131 A	2.0	176,032	2.0	186,411
PURCHASING AGENT	0151 A	1.0	203,812	1.0	217,104
SENIOR BUYER (DOA/OP)	0331 A	3.0	248,532	3.0	264,766
<b>Subtotal Classified</b>		<b>34.0</b>	<b>3,045,748</b>	<b>34.0</b>	<b>3,258,765</b>
<b>Subtotal</b>		<b>34.0</b>	<b>3,045,748</b>	<b>34.0</b>	<b>3,258,765</b>
Turnover			(62,976)		(65,026)
<b>Total Salaries</b>			<b>2,982,772</b>		<b>3,193,739</b>
<b>Benefits</b>					
Contract Stipends			3,750		3,750
FICA			225,999		241,701
Health Benefits			516,962		549,970
Payroll Accrual			17,451		18,617
Retiree Health			117,525		103,797
Retirement			947,266		1,019,339
<b>Subtotal</b>			<b>1,828,953</b>		<b>1,937,174</b>
<b>Total Salaries and Benefits</b>		<b>34.0</b>	<b>4,811,725</b>	<b>34.0</b>	<b>5,130,913</b>
<b>Cost Per FTE Position</b>			<b>141,521</b>		<b>150,909</b>
Statewide Benefit Assessment			86,501		92,619
<b>Payroll Costs</b>		<b>34.0</b>	<b>4,898,226</b>	<b>34.0</b>	<b>5,223,532</b>
<b>Purchased Services</b>					
Clerical and Temporary Services			250		250
Management & Consultant Services			100,000		100,000



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## Personnel

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### Department of Administration

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#### Purchasing

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	FY 2025		FY 2026	
	FTE	Cost	FTE	Cost
<b>Purchased Services</b>				
<b>Subtotal</b>		<b>100,250</b>		<b>100,250</b>
<b>Total Personnel</b>	<b>34.0</b>	<b>4,998,476</b>	<b>34.0</b>	<b>5,323,782</b>
<b>Distribution by Source of Funds</b>				
General Revenue	30.0	3,831,886	30.0	3,586,795
Restricted Receipts	0.0	566,060	0.0	1,100,487
Operating Transfers from Other Funds	4.0	600,530	4.0	636,500
<b>Total All Funds</b>	<b>34.0</b>	<b>4,998,476</b>	<b>34.0</b>	<b>5,323,782</b>

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## Performance Measures

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### Department of Administration

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#### Purchasing

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##### OSP Vendor Training

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In February 2022, the all-digital solicitation module in Purchases' Ocean State Procures (OSP) software was launched. To maximize the number of qualified applicants able to participate in an open competition, the Division of Purchases has performed vendor outreach through live virtual training sessions as well as self-directed online trainings. The figures below represent the cumulative count of unique individuals (vendors) trained on OSP via live virtual training. [Note: This performance measure was established in FY 2023 and historical targets and actuals are not available.]

*Frequency: Annual*

*Reporting Period: State Fiscal Year*

	2022	2023	2024	2025	2026
<b>Target</b>	--	200	350	400	249
<b>Actual</b>	76	247	1,126	--	--

## Program Summary

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### Department of Administration

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### Human Resources

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#### Mission

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. To provide Human Resources services to all State Departments in support of their missions. To continually assess and enhance the services provided to ensure efficiency, appropriateness and cost effectiveness.

#### 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, recruitment, employee/labor relations, employee benefits/wellness, training and development and Workers' Compensation for State employees. The major activities of Human Resources include:

- Personnel Administration: Administration of the provisions of the law, rules and regulations relating to the operation of the merit system of personnel administration, including Training/Development and Classification/Civil Service Examinations.
- Labor Relations: Grievance processing, collective bargaining, contract interpretation and overall interactions between management and employees.
- Recruitment/Employment/Employee Services/Payroll and Data: Recruitment/hiring/onboarding, payroll processing, personnel transactions and administrative services.
- Agency Liaisons: Primary point of contact for all Departments while serving as a proactive advisor to Department leadership. Disability Management.
- Employee Benefits Administration: 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. State Employees Worker's Compensation.

#### Statutory History

R.I. General Laws § 36-3 and RIGL § 36-4 establish the basic principles of the Merit System Law, under which the Division of Human Resources operates. In the FY 2018 revised budget, the human resource program was shifted to internal service funds pursuant to the authorization provided by the General Assembly in the FY 2018 Appropriations Act.

# Budget

## Department of Administration

### Human Resources

<b>Expenditures by Sub Program</b>	<b>2023 Actuals</b>	<b>2024 Actuals</b>	<b>2025 Enacted Budget</b>	<b>2025 Revised Budget</b>	<b>2026 Recommended</b>
Equal Opportunity/Outreach	5	0	0	0	0
Human Resources	719,876	797,933	943,668	947,752	889,580
Human Resources Centralization	(1,660)	0	0	0	0
<b>Total Expenditures</b>	<b>718,221</b>	<b>797,933</b>	<b>943,668</b>	<b>947,752</b>	<b>889,580</b>
<b>Expenditures by Object</b>					
Salary and Benefits	89,641	105,639	199,627	237,320	247,410
Operating Supplies and Expenses	628,580	692,294	744,041	710,432	642,170
<b>Subtotal: Operating</b>	<b>718,221</b>	<b>797,933</b>	<b>943,668</b>	<b>947,752</b>	<b>889,580</b>
<b>Total Expenditures</b>	<b>718,221</b>	<b>797,933</b>	<b>943,668</b>	<b>947,752</b>	<b>889,580</b>
<b>Expenditures by Source of Funds</b>					
General Revenue	718,221	797,933	943,668	947,752	889,580
<b>Total Expenditures</b>	<b>718,221</b>	<b>797,933</b>	<b>943,668</b>	<b>947,752</b>	<b>889,580</b>

# Personnel

## Department of Administration

### Human Resources

	FY 2025		FY 2026	
	FTE	Cost	FTE	Cost
Transfer In		145,766		152,064
<b>Total Salaries</b>		<b>145,766</b>		<b>152,064</b>
<b>Benefits</b>				
FICA		11,152		11,633
Health Benefits		23,298		24,951
Payroll Accrual		853		886
Retiree Health		5,743		4,942
Retirement		46,281		48,524
<b>Subtotal</b>		<b>87,327</b>		<b>90,936</b>
<b>Total Salaries and Benefits</b>	<b>0.0</b>	<b>233,093</b>	<b>0.0</b>	<b>243,000</b>
<b>Cost Per FTE Position</b>		<b>0</b>		
Statewide Benefit Assessment		4,227		4,410
<b>Payroll Costs</b>	<b>0.0</b>	<b>237,320</b>	<b>0.0</b>	<b>247,410</b>
<b>Total Personnel</b>	<b>0.0</b>	<b>237,320</b>	<b>0.0</b>	<b>247,410</b>
<b>Distribution by Source of Funds</b>				
General Revenue	0.0	237,320	0.0	247,410
<b>Total All Funds</b>	<b>0.0</b>	<b>237,320</b>	<b>0.0</b>	<b>247,410</b>

## **Program Summary**

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### **Department of Administration**

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### **Personnel Appeal Board**

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#### **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.

#### **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. General Laws § 36-3 through RIGL § 36-11 delineate the powers and duties of the Personnel Appeal Board.

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# Budget

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## Department of Administration

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### Personnel Appeal Board

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<b>Expenditures by Sub Program</b>	<b>2023 Actuals</b>	<b>2024 Actuals</b>	<b>2025 Enacted Budget</b>	<b>2025 Revised Budget</b>	<b>2026 Recommended</b>
Personnel Appeal Board	97,963	92,941	159,290	159,219	160,838
<b>Total Expenditures</b>	<b>97,963</b>	<b>92,941</b>	<b>159,290</b>	<b>159,219</b>	<b>160,838</b>
<hr/>					
<b>Expenditures by Object</b>					
Salary and Benefits	68,907	68,863	100,357	100,286	101,905
Contract Professional Services	26,795	21,724	57,000	57,000	57,000
Operating Supplies and Expenses	2,261	2,354	1,933	1,933	1,933
<b>Subtotal: Operating</b>	<b>97,963</b>	<b>92,941</b>	<b>159,290</b>	<b>159,219</b>	<b>160,838</b>
<b>Total Expenditures</b>	<b>97,963</b>	<b>92,941</b>	<b>159,290</b>	<b>159,219</b>	<b>160,838</b>
<hr/>					
<b>Expenditures by Source of Funds</b>					
General Revenue	97,963	92,941	159,290	159,219	160,838
<b>Total Expenditures</b>	<b>97,963</b>	<b>92,941</b>	<b>159,290</b>	<b>159,219</b>	<b>160,838</b>

# Personnel

## Department of Administration

### Personnel Appeal Board

		FY 2025		FY 2026	
		FTE	Cost	FTE	Cost
<b>Unclassified</b>					
MEMBER- PERSONNEL APPEAL BOARD	0541 F	0.0	36,000	0.0	36,000
<b>Subtotal Unclassified</b>		<b>0.0</b>	<b>36,000</b>	<b>0.0</b>	<b>36,000</b>
<b>Subtotal</b>		<b>0.0</b>	<b>36,000</b>	<b>0.0</b>	<b>36,000</b>
Transfer In			29,479		30,658
<b>Total Salaries</b>			<b>65,479</b>		<b>66,658</b>
<b>Benefits</b>					
FICA			5,005		5,096
Health Benefits			4,509		4,748
Payroll Accrual			382		389
Retiree Health			2,581		2,166
Retirement			20,430		20,914
<b>Subtotal</b>			<b>32,907</b>		<b>33,313</b>
<b>Total Salaries and Benefits</b>		<b>0.0</b>	<b>98,386</b>	<b>0.0</b>	<b>99,971</b>
<b>Cost Per FTE Position</b>			<b>0</b>		<b>0</b>
Statewide Benefit Assessment			1,900		1,934
<b>Payroll Costs</b>		<b>0.0</b>	<b>100,286</b>	<b>0.0</b>	<b>101,905</b>
<b>Purchased Services</b>					
Clerical and Temporary Services			7,500		7,500
Legal Services			49,000		49,000
Other Contracts			500		500
<b>Subtotal</b>			<b>57,000</b>		<b>57,000</b>
<b>Total Personnel</b>		<b>0.0</b>	<b>157,286</b>	<b>0.0</b>	<b>158,905</b>
<b>Distribution by Source of Funds</b>					
General Revenue		0.0	157,286	0.0	158,905
<b>Total All Funds</b>		<b>0.0</b>	<b>157,286</b>	<b>0.0</b>	<b>158,905</b>



## **Program Summary**

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### **Department of Administration**

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#### **General**

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##### **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.

##### **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. It should be noted that the Department's Rhode Island Capital Plan Fund appropriations are included under this program. 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. General Laws § 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.

##### **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. General Laws § 9-31.

# Budget

## Department of Administration

### General

Expenditures by Sub Program	2023 Actuals	2024 Actuals	2025 Enacted Budget	2025 Revised Budget	2026 Recommended
Capital Projects	44,381,191	60,852,798	124,286,759	261,257,872	120,736,740
General	285,379,969	821,371	700,000	1,098,187	1,113,557
Grants & Other Payments	1,571,313	13,409,620	2,671,851	2,161,446	3,561,678
State Aid to Local Communities	12,850,722	13,384,631	14,088,247	14,088,247	13,971,056
<b>Total Expenditures</b>	<b>344,183,195</b>	<b>88,468,420</b>	<b>141,746,857</b>	<b>278,605,752</b>	<b>139,383,031</b>
<b>Expenditures by Object</b>					
Salary and Benefits	0	0	167,072	398,187	413,557
Contract Professional Services	1,156,498	4,739,356	0	0	0
Operating Supplies and Expenses	4,080,786	6,105,641	700,000	700,000	700,000
Assistance and Grants	1,304,448	3,415,166	2,161,446	81,800,557	2,750,000
<b>Subtotal: Operating</b>	<b>6,541,732</b>	<b>14,260,163</b>	<b>3,028,518</b>	<b>82,898,744</b>	<b>3,863,557</b>
Capital Purchases and Equipment	14,648,420	32,616,650	124,286,759	181,618,761	120,736,740
Aid to Local Units of Government	12,060,770	12,614,448	14,431,580	14,088,247	14,782,734
Debt Service (Fixed Charges)	0	12,260,000	0	0	0
Operating Transfers	310,932,273	16,717,160	0	0	0
<b>Subtotal: Other</b>	<b>337,641,463</b>	<b>74,208,258</b>	<b>138,718,339</b>	<b>195,707,008</b>	<b>135,519,474</b>
<b>Total Expenditures</b>	<b>344,183,195</b>	<b>88,468,420</b>	<b>141,746,857</b>	<b>278,605,752</b>	<b>139,383,031</b>
<b>Expenditures by Source of Funds</b>					
General Revenue	299,817,035	26,794,251	16,760,098	16,249,693	17,532,734
Federal Funds	10,000,000	2,081,019	0	79,639,111	0
Restricted Receipts	(15,031)	821,371	700,000	1,098,187	1,113,557
Operating Transfers from Other Funds	34,381,191	58,771,779	124,286,759	181,618,761	120,736,740
<b>Total Expenditures</b>	<b>344,183,195</b>	<b>88,468,420</b>	<b>141,746,857</b>	<b>278,605,752</b>	<b>139,383,031</b>

## **Program Summary**

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### **Department of Administration**

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### **Debt Service Payments**

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#### **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.

#### **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. General Laws § 35-3-25 requires that debt service be enumerated within a program within the Department of Administration.

# Budget

## Department of Administration

### Debt Service Payments

Expenditures by Sub Program	2023 Actuals	2024 Actuals	2025 Enacted Budget	2025 Revised Budget	2026 Recommended
Certificates of Participation	23,962,138	20,144,891	15,538,300	15,091,407	4,352,300
General Obligation Bonds	118,237,260	134,835,041	139,118,593	134,235,594	160,838,878
Other Debt Service	48,680,061	78,908,574	43,068,445	43,068,445	46,592,805
Tax Anticipation/S T Borrowing	44,460	57,519	100,000	100,000	100,000
<b>Total Expenditures</b>	<b>190,923,919</b>	<b>233,946,025</b>	<b>197,825,338</b>	<b>192,495,446</b>	<b>211,883,983</b>
<b>Expenditures by Object</b>					
Contract Professional Services	0	87,153	0	0	0
Operating Supplies and Expenses	(97,984)	6,597	100,000	100,000	100,000
<b>Subtotal: Operating</b>	<b>(97,984)</b>	<b>93,750</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>
Debt Service (Fixed Charges)	165,464,150	186,022,304	197,725,338	192,395,446	211,783,983
Operating Transfers	25,557,753	47,829,972	0	0	0
<b>Subtotal: Other</b>	<b>191,021,903</b>	<b>233,852,276</b>	<b>197,725,338</b>	<b>192,395,446</b>	<b>211,783,983</b>
<b>Total Expenditures</b>	<b>190,923,919</b>	<b>233,946,025</b>	<b>197,825,338</b>	<b>192,495,446</b>	<b>211,883,983</b>
<b>Expenditures by Source of Funds</b>					
General Revenue	150,623,479	198,662,351	164,837,664	159,507,771	178,801,286
Operating Transfers from Other Funds	40,442,884	35,283,674	32,987,674	32,987,675	33,082,697
Other Funds	(142,444)	0	0	0	0
<b>Total Expenditures</b>	<b>190,923,919</b>	<b>233,946,025</b>	<b>197,825,338</b>	<b>192,495,446</b>	<b>211,883,983</b>

## **Program Summary**

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### **Department of Administration**

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#### **Internal Service Programs**

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##### **Mission**

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

##### **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 moved 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 dependents. In accordance with RIGL 36-12.1-5, the trust began operations in fiscal year 2011. In the FY 2018 revised budget, human resources, information technology, and facilities management transferred to internal service funds pursuant to the authorization by the General Assembly in the FY 2018 Appropriations Act.

##### **Statutory History**

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

# Budget

## Department of Administration

### Internal Service Programs

<b>Expenditures by Sub Program</b>	<b>2023 Actuals</b>	<b>2024 Actuals</b>	<b>2025 Enacted Budget</b>	<b>2025 Revised Budget</b>	<b>2026 Recommended</b>
Assessed Fringe Benefit Fund	32,925,939	31,488,497	36,946,270	37,207,570	37,255,808
Automotive Fleet Fund	15,764,366	22,624,415	15,496,081	20,954,252	21,610,397
Central Mail Fund	7,826,480	7,853,014	8,419,019	8,487,528	9,020,425
Central Utilities Fund	32,634,959	32,665,397	30,029,111	29,958,823	0
Health Insurance Fund	276,840,411	292,329,715	272,804,635	272,713,059	272,933,573
Human Resource Service Centers	16,036,920	15,608,719	17,669,248	18,075,166	18,711,878
Information Processing Fund	44,483,960	51,404,069	62,092,295	63,523,776	70,587,805
Other Post Employment Benefits	36,097,964	38,781,027	63,854,008	63,854,008	63,854,008
Statewide Facility Services	54,221,915	56,192,193	53,327,083	53,946,171	40,492,965
Surplus Property	16,686	1,390	44,789	44,789	44,789
Telecommunications Fund	2,930,905	3,039,996	3,748,530	3,791,031	3,426,061
<b>Total Expenditures</b>	<b>519,780,506</b>	<b>551,988,433</b>	<b>564,431,069</b>	<b>572,556,173</b>	<b>537,937,709</b>
<i>Internal Services</i>	<i>[519,780,506]</i>	<i>[551,988,433]</i>	<i>[564,431,069]</i>	<i>[572,556,173]</i>	<i>[537,937,709]</i>
<b>Expenditures by Object</b>					
Salary and Benefits	395,834,532	413,519,583	428,686,775	429,228,817	436,490,403
Contract Professional Services	15,480,986	16,541,730	16,560,877	19,273,806	16,977,179
Operating Supplies and Expenses	106,812,976	121,308,621	117,106,860	121,976,993	82,344,070
Assistance and Grants	0	0	491,476	491,476	491,476
<b>Subtotal: Operating</b>	<b>518,128,495</b>	<b>551,369,934</b>	<b>562,845,988</b>	<b>570,971,092</b>	<b>536,303,128</b>
Capital Purchases and Equipment	1,652,011	618,499	385,081	385,081	434,581
Operating Transfers	0	(0)	1,200,000	1,200,000	1,200,000
<b>Subtotal: Other</b>	<b>1,652,011</b>	<b>618,499</b>	<b>1,585,081</b>	<b>1,585,081</b>	<b>1,634,581</b>
<b>Total Expenditures</b>	<b>519,780,506</b>	<b>551,988,433</b>	<b>564,431,069</b>	<b>572,556,173</b>	<b>537,937,709</b>
<b>Expenditures by Source of Funds</b>					
Other Funds	519,780,506	551,988,433	564,431,069	572,556,173	537,937,709
<b>Total Expenditures</b>	<b>519,780,506</b>	<b>551,988,433</b>	<b>564,431,069</b>	<b>572,556,173</b>	<b>537,937,709</b>

# Personnel

## Department of Administration

### Internal Service Programs

		FY 2025		FY 2026	
		FTE	Cost	FTE	Cost
<b>Classified</b>					
ADMINISTRATOR, FINANCIAL MANAGEMENT	0137 A	1.0	108,904	1.0	113,260
ADMINISTRATOR MANAGEMENT INFORMATION SYSTEMS	0140 A	5.0	644,269	5.0	677,380
ADMINISTRATOR- OPERATIONS MANAGEMENT	0141 A	3.0	411,795	3.0	434,332
ADMINISTRATOR REAL ESTATE	0135 A	2.0	190,106	2.0	204,941
ASSISTANT ADMINISTRATOR- FINANCIAL MANAGEMENT	0134 A	2.0	204,610	2.0	212,430
ASSISTANT BUILDING AND GROUNDS OFFICER	0324 A	2.0	135,171	2.0	140,577
ASSISTANT BUILDING AND GROUNDS OFFICER	0824 A	2.0	138,946	2.0	144,503
ASSISTANT BUILDING AND GROUNDS OFFICER	0828 A	1.0	69,939	1.0	75,332
ASSISTANT BUILDING AND GROUNDS OFFICER	3124 A	1.0	75,096	1.0	81,469
ASSISTANT DIRECTOR FOR SPECIAL PROJECTS	0141 A	1.0	128,405	1.0	133,541
ASSISTANT RECORDS ANALYST	0319 A	1.0	66,424	1.0	69,080
ASSISTANT SUPERVISOR COMPUTER OPERATIONS	0327 A	1.0	77,548	1.0	80,649
ASSISTANT SUPERVISOR COMPUTER OPERATIONS	0827 A	1.0	75,811	1.0	78,793
ASSOCIATE CONTROLLER	0146 A	1.0	166,005	1.0	172,645
ASSOCIATE DIRECTOR (FINANCIAL MANAGEMENT)	0144 A	2.0	284,894	2.0	302,466
ASSOCIATE DIRECTOR OF ADMINISTRATION (DCAMM)	0152 A	1.0	184,822	1.0	198,393
AUTOMOTIVE MECHANIC	0001 A	1.0	50,931	1.0	50,931
BUILDING AND GROUNDS OFFICER	0828 A	7.0	535,965	7.0	569,354
BUILDING SUPERINTENDENT	0318 A	1.0	62,717	1.0	65,715
BUILDING SUPERINTENDENT	0818 A	1.0	56,020	1.0	58,260
BUILDING SYSTEMS TECHNICIAN	0317 A	1.0	54,673	1.0	56,860
CARPENTER SUPERVISOR	0001 A	1.0	47,258	1.0	47,258
CHF OF INFORMATION TECHNOLOGY I	0151 A	3.0	583,587	3.0	617,715
CHF OF INFO TECHNOLOGY II	0155 A	2.0	404,444	2.0	432,974
CHIEF ENGINEER FOR CAPITAL ASSET MANAGEMENT & MAINTENANCE	0147 A	1.0	155,129	1.0	167,506
CHIEF IMPLEMENTATION AIDE	0128 A	6.0	473,984	6.0	496,415
CHIEF IMPLEMENTATION AIDE	0328 A	3.0	224,311	3.0	238,227
CHIEF OF HUMAN RESOURCES	0138 A	1.0	106,847	1.0	114,992
CHIEF OF INTEGRATED FACILITIES MANAGEMENT	0143 A	4.0	536,029	4.0	563,642
CHIEF PROGRAM DEVELOPMENT	0134 A	2.0	194,927	2.0	207,803
CHIEF PROPERTY MANAGEMENT	0141 A	7.0	958,904	7.0	1,021,640
COMMUNITY HOUSEKEEPING AIDE	0314 A	1.0	56,828	0.0	0
COMMUNITY MAINTENANCE TECHNICIAN - ENVIRONMENTAL SERVS	0000 A	1.0	55,561	0.0	0

# Personnel

## Department of Administration

### Internal Service Programs

		FY 2025		FY 2026	
		FTE	Cost	FTE	Cost
<b>Classified</b>					
COMPUTER OPERATOR (OIP)	0316 A	7.0	347,922	7.0	369,489
CONTR & SPECIFICIN ASST ADMIN	0136 A	1.0	115,661	1.0	120,287
COORDINATOR OF EMPLOYEE TRAINING	0138 A	1.0	117,765	1.0	122,272
DATA ANALYST I	0134 A	2.0	175,620	2.0	189,330
DATA ANALYST II	0138 A	2.0	202,268	2.0	218,052
DATABASE MANAGER (DB2)	0138 A	1.0	112,649	1.0	117,155
DATA CONTROL CLERK	0315 A	1.0	49,533	1.0	51,514
DEPUTY CHIEF DIVISION OF FACILITIES MANAGEMENT	0137 A	5.0	523,613	5.0	556,496
DEPUTY PERSONNEL ADMINISTRATOR	0144 A	7.0	1,121,351	7.0	1,179,306
DIVISION DIRECTOR- CAPITAL ASSET MANAGEMENT AND MAINT	0154 A	1.0	213,344	1.0	221,878
DRI WAT & WW TRE FAC PLT SUPER	3130 A	1.0	86,559	1.0	93,145
ELECTRICIAN	0001 A	1.0	50,145	1.0	50,145
ELECTRICIAN	0316 G	1.0	47,757	1.0	47,757
ELECTRICIAN SUPERVISOR	0001 A	1.0	49,816	1.0	49,816
EMPLOYEE BENEFITS SPECIALIST	0126 A	1.0	62,452	1.0	67,211
EMPLOYEE BENEFITS SPECIALIST III (DOA)	0132 A	3.0	275,911	3.0	289,836
ENTERPRISE RESOURCE MANAGER (ORACLE ERP MANAGER)	0142 A	2.0	309,658	2.0	322,018
ENTERPRISE RESOURCE PLANNING ADMINISTRATOR I (DOA)	0139 A	1.0	117,779	1.0	122,304
ENTERPRISE RESOURCE PLANNING ADMINISTRATOR II (DOA)	0142 A	1.0	116,528	1.0	121,189
EXECUTIVE DIRECTOR OF HUMAN RESOURCES/ PERSONNEL ADMIN	0150 A	1.0	174,812	1.0	187,978
FLEET OPERATIONS OFFICER	0130 A	1.0	92,051	1.0	95,733
HRIS BUSINESS ANALYST (DOA)	0142 A	4.0	463,862	4.0	510,405
HUMAN RESOURCE PROGRAM ADMINISTRATOR	0139 A	8.0	906,943	8.0	956,589
HUMAN RESOURCES ADMINISTRATOR	0141 A	4.0	524,743	4.0	548,953
HUMAN RESOURCES ANALYST I	0126 A	24.0	1,567,124	24.0	1,683,786
HUMAN RESOURCES ANALYST II (GENERAL)	0129 A	16.0	1,289,797	16.0	1,366,885
HUMAN RESOURCES ANALYST III (GENERAL)	0133 A	2.0	184,482	2.0	194,956
HUMAN RESOURCES ANALYST III (GENERAL)	0135 A	1.0	108,761	1.0	113,058
HUMAN RESOURCES BUSINESS PARTNER	0135 A	4.0	365,845	4.0	394,377
HUMAN RESOURCES COORDINATOR	0135 A	3.0	278,503	3.0	306,604
HUMAN RESOURCES TECHNICIAN	0122 A	7.0	394,914	7.0	421,324
HVAC SHOP SUPERVISOR	0320 A	1.0	51,738	1.0	55,177
IMPLEMENTATION AIDE	0122 A	1.0	57,687	1.0	62,102



# Personnel

## Department of Administration

### Internal Service Programs

		FY 2025		FY 2026	
		FTE	Cost	FTE	Cost
<b>Classified</b>					
IMPLEMENTATION DIRECTOR POLICY AND PROGRAMS	0140 A	1.0	115,853	1.0	126,665
INFORMATION PROCESSING OFFICER	0142 A	1.0	138,696	1.0	146,699
INFORMATION SERVICES TECHNICIAN II	0320 A	1.0	51,738	1.0	55,176
INFORMATION SYSTEMS GROUP COORDINATOR (OIP)	0138 A	1.0	112,649	1.0	117,155
INFORMATION TECHNOLOGY PROJECT MANAGER (DOA)	0143 A	21.0	2,819,693	22.0	3,122,318
INTERDEPARTMENTAL PROJECT MANAGER	0139 A	10.0	1,185,036	10.0	1,260,798
INTERNET COMMUNICATIONS SPECIALIST	0328 A	1.0	76,739	1.0	79,809
JANITOR	0309 A	6.0	267,610	6.0	280,375
LABOR RELATIONS HEARING OFFICER	0135 A	1.0	95,540	1.0	104,423
MAINTENANCE SUPERINTENDENT	0322 A	2.0	117,002	2.0	126,879
MAINTENANCE SUPERINTENDENT	0822 A	2.0	115,330	2.0	123,645
MECHANICAL AND ELECTRICAL SHOP SUPERVISOR	0326 A	2.0	178,570	2.0	189,170
PAINTER	0314 G	1.0	59,140	1.0	59,140
PLUMBER	0000 A	1.0	65,739	1.0	65,739
PLUMBER	0316 A	1.0	1	1.0	1
POWER PLANT OPERATOR	3118 A	5.0	384,633	5.0	399,759
PRINCIPAL COMPUTER OPERATOR (OIP)	0324 A	1.0	65,937	1.0	68,574
PRINCIPAL ENERGY CONSERVATION TECHNICIAN	0328 A	1.0	84,413	1.0	87,790
PRINCIPAL ENVIRONMENTAL PLANNER	0329 A	1.0	97,614	1.0	101,441
PRINCIPAL JANITOR	0315 A	2.0	95,982	2.0	100,713
PROGRAMMER/ANALYST I (COBOL/CICS)	0328 A	1.0	92,509	1.0	96,117
PROGRAMMER/ANALYST II (ADABAS/NATURAL)	0332 A	1.0	104,772	1.0	108,964
PROGRAMMER/ANALYST II (COBOL/CICS)	0332 A	1.0	89,168	1.0	92,735
PROGRAMMER/ANALYST III (COBOL/CICS)	0335 A	1.0	118,508	1.0	123,186
PROGRAMMER/ANALYST III (COBOL/CICS)	0835 A	1.0	101,618	1.0	105,683
PROGRAMMER/ANALYST III (ORACLE)	2835 A	1.0	101,618	1.0	105,683
PROGRAMMER/ANALYST III (UNIX/SQL)	0835 A	2.0	203,236	2.0	211,366
PROGRAMMER/ANALYST II (ORACLE)	0032 A	1.0	105,391	1.0	109,562
PROGRAMMER/ANALYST II (ORACLE)	0132 A	1.0	94,991	1.0	98,791
PROGRAMMER/ANALYST II (UNIX/SQL)	0132 A	1.0	83,199	1.0	89,867
PROGRAMMER/ANALYST II (UNIX/SQL)	0135 A	1.0	119,112	1.0	123,877
PROGRAMMER/ANALYST II (UNIX/SQL)	0332 A	11.0	1,064,699	11.0	1,110,789
PROGRAMMER/ANALYST I (ORACLE)	0328 A	1.0	76,739	1.0	79,809
PROGRAMMER/ANALYST I (UNIX/SQL)	0328 A	3.0	237,891	3.0	247,408

# Personnel

## Department of Administration

### Internal Service Programs

		FY 2025		FY 2026	
		FTE	Cost	FTE	Cost
<b>Classified</b>					
PROGRAMMER/ANALYST MANAGER	0138 A	8.0	983,818	8.0	1,027,621
PROGRAMMING SERVICES OFFICER	0131 A	2.0	165,368	2.0	174,945
PROJECT MANAGER I (DOA)	0139 A	4.0	458,525	4.0	483,958
PROJECT MANAGER III (DOA)	0143 A	1.0	125,436	1.0	136,627
RISK MANAGEMENT COORDINATOR	0135 A	1.0	106,441	1.0	110,698
SENIOR COMPUTER OPERATOR (OIP)	0322 A	2.0	129,889	2.0	135,034
SENIOR ENERGY CONSERVATION TECHNICIAN	0323 A	1.0	62,253	1.0	66,196
SENIOR HR BUSINESS PARTNER	0137 A	1.0	96,053	1.0	99,895
SENIOR HUMAN RESOURCES BUSINESS PARTNER	0137 A	8.0	881,671	8.0	916,877
SENIOR INFORMATION TECHNOLOGY PORTFOLIO/ PROJECT MANAGER II (	0145 A	0.0	0	1.0	142,799
SENIOR INFORMATION TECHNOLOGY PORTFOLIO/ PROJECT MANAGER II (	0148 A	6.0	1,056,796	6.0	1,124,609
SENIOR JANITOR	0312 A	2.0	91,375	2.0	96,197
SENIOR LABOR RELATIONS HEARING OFFICER	0137 A	1.0	100,553	1.0	108,945
SENIOR MAINTENANCE TECHNICIAN	0001 A	11.0	508,518	11.0	508,518
SENIOR MAINTENANCE TECHNICIAN	0314 G	2.0	92,602	2.0	92,602
SR INFO TECH PORT/PROJ MGR I (DOA)	0145 A	9.0	1,334,372	9.0	1,438,392
STATE BUILDING AND GROUNDS COORDINATOR	0132 A	5.0	436,729	5.0	473,411
STATE FLEET ADMINISTRATOR	0139 A	1.0	116,528	1.0	121,189
STATEWIDE INFORMATION TECHNOLOGY TRAINING MANAGER	0135 A	1.0	111,645	1.0	115,902
STEAMFITTER SUPERVISOR	0320 A	1.0	53,054	1.0	56,505
SUPERVISOR CENTRAL MAIL SERVICES	0316 A	1.0	50,707	1.0	52,735
SUPERVISOR COMPUTER OPERATIONS	0328 A	2.0	170,100	2.0	176,854
SUPERVISOR OF PAINTING PLASTERING MASONRY AND GLAZING	0323 A	1.0	71,249	1.0	76,190
SURPLUS PROPERTY PROGRAM ADMINISTRATOR	0137 A	1.0	99,589	1.0	107,372
SYSTEMS ADMINISTRATOR (BHDDH)	0139 A	1.0	116,528	1.0	121,189
SYSTEMS SUPPORT TECHNICIAN II	0321 A	1.0	69,756	1.0	72,468
SYSTEMS SUPPORT TECHNICIAN III	0324 A	1.0	76,784	1.0	79,816
TECHNICAL SUPPORT MANAGER (UNIX/ NETWORKS/TELECOMMUNIC.)	0138 A	9.0	978,904	9.0	1,043,530
TECHNICAL SUPPORT SPECIALIST I (DOS/MVS)	0328 A	1.0	71,567	1.0	76,868
TECHNICAL SUPPORT SPECIALIST II (DOS/MVS)	0332 A	1.0	101,326	1.0	105,249
TECHNICAL SUPPORT SPECIALIST III (DOS/MVS)	0135 A	2.0	212,882	2.0	221,396
TECHNICAL SUPPORT SPECIALIST III (TELECOMMUNICATIONS)	0135 A	2.0	221,657	2.0	230,477
TECHNICAL SUPPORT SPECIALIST III (UNIX/ NETWORKS)	0135 A	17.0	1,763,564	17.0	1,850,971

# Personnel

## Department of Administration

### Internal Service Programs

		FY 2025		FY 2026	
		FTE	Cost	FTE	Cost
<b>Classified</b>					
TECHNICAL SUPPORT SPECIALIST III (UNIX/ NETWORKS)	0335 A	1.0	118,586	1.0	123,264
TECHNICAL SUPPORT SPECIALIST III (UNIX/ NETWORKS)	0835 A	1.0	106,699	1.0	110,967
TECHNICAL SUPPORT SPECIALIST III (UNIX/ NETWORKS)	AB35 A	1.0	121,690	1.0	126,364
TECHNICAL SUPPORT SPECIALIST II (OS 400/ NETWORK)	0332 A	3.0	278,728	3.0	292,115
TECHNICAL SUPPORT SPECIALIST II (OS 400/ NETWORK)	0A32 A	1.0	114,933	1.0	119,440
TECHNICAL SUPPORT SPECIALIST II (TELECOMMUNICATIONS)	0332 A	2.0	178,336	2.0	185,470
TECHNICAL SUPPORT SPECIALIST II (UNIX/ NETWORKS)	0032 A	1.0	109,319	1.0	113,581
TECHNICAL SUPPORT SPECIALIST II (UNIX/ NETWORKS)	0332 A	17.0	1,519,131	17.0	1,602,868
TECHNICAL SUPPORT SPECIALIST I (TELECOMMUNICATIONS)	0328 A	1.0	86,994	1.0	90,371
TECHNICAL SUPPORT SPECIALIST I (UNIX/ NETWORKS)	0328 A	2.0	175,771	2.0	182,756
WASTEWATER TREATMENT FACILITIES PROCESS MONITOR I	3121 A	3.0	170,061	3.0	180,267
<b>Subtotal Classified</b>		<b>416.0</b>	<b>40,696,306</b>	<b>416.0</b>	<b>43,129,814</b>
<b>Non-Classified</b>					
TALENT ACQUISITION SPECIALIST	0000 A	1.0	91,479	1.0	91,479
ZFTE RECONCILIATION TO AUTHORIZATION (NONCLASSIFIED)	0000 A	(1.0)	0	(1.0)	0
<b>Subtotal Non-Classified</b>		<b>0.0</b>	<b>91,479</b>	<b>0.0</b>	<b>91,479</b>
<b>Unclassified</b>					
ADMINISTRATIVE ASSISTANT	0825 A	1.0	65,482	1.0	68,101
CHIEF DIGITAL OFFICER	0856 A	1.0	255,403	1.0	267,062
DATA PROCESSING SYSTEMS MANAGER	0836 A	1.0	121,211	1.0	126,060
<b>Subtotal Unclassified</b>		<b>3.0</b>	<b>442,096</b>	<b>3.0</b>	<b>461,223</b>
<b>Subtotal</b>		<b>419.0</b>	<b>41,229,881</b>	<b>419.0</b>	<b>43,682,516</b>
Transfer Out			(3,241,239)		(902,778)
Transfer In			1,131,315		1,187,722
Overtime			1,248,869		1,408,349
Seasonal/Special Salaries/Wages			83,720		83,720
Turnover			(1,189,276)		(1,510,865)
<b>Total Salaries</b>			<b>39,263,270</b>		<b>43,948,664</b>

# Personnel

## Department of Administration

### Internal Service Programs

	FY 2025		FY 2026	
	FTE	Cost	FTE	Cost
<b>Benefits</b>				
Contract Stipends		118,050		118,050
FICA		3,343,111		3,678,887
Health Benefits		6,706,506		7,401,076
Other		6,000,000		6,000,000
Payroll Accrual		221,747		247,271
Retiree Health		1,494,465		1,379,844
Retirement		12,004,284		13,507,974
<b>Subtotal</b>		<b>29,888,163</b>		<b>32,333,102</b>
<b>Total Salaries and Benefits</b>	<b>419.0</b>	<b>69,151,433</b>	<b>419.0</b>	<b>76,281,766</b>
<b>Cost Per FTE Position</b>		<b>165,039</b>		<b>182,057</b>
Statewide Benefit Assessment		1,099,988		1,231,241
<b>Payroll Costs</b>	<b>419.0</b>	<b>70,251,421</b>	<b>419.0</b>	<b>77,513,007</b>
<b>Purchased Services</b>				
Buildings and Ground Maintenance		3,440,744		2,307,969
Clerical and Temporary Services		144,000		144,000
Design and Engineering Services		73,250		100,000
Information Technology		5,912,915		5,717,606
Legal Services		234,458		234,458
Management & Consultant Services		7,151,140		5,863,230
Other Contracts		2,287,476		2,580,093
Training and Educational Services		29,823		29,823
<b>Subtotal</b>		<b>19,273,806</b>		<b>16,977,179</b>
<b>Total Personnel</b>	<b>419.0</b>	<b>89,525,227</b>	<b>419.0</b>	<b>94,490,186</b>
<b>Distribution by Source of Funds</b>				
Other Funds	419.0	89,525,227	419.0	94,490,186
<b>Total All Funds</b>	<b>419.0</b>	<b>89,525,227</b>	<b>419.0</b>	<b>94,490,186</b>

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## Performance Measures

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### Department of Administration

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#### Internal Service Programs

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##### Digitalization of Processes

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In an effort to modernize the delivery of core functions, the Division of Information Technology (DoIT) is working to digitalize all eligible processes. In FY 2022, DoIT identified nearly 150 systems and processes that were appropriate to both digitize and digitalize by leveraging newer technologies. The figures below represent the cumulative percent of those digitalization-appropriate systems and processes to be digitalized. [Note: This performance measure was established in FY 2023 and historical targets are not available.]

	<i>Reporting Period: State Fiscal Year</i>				
	2022	2023	2024	2025	2026
<b>Frequency:</b> Annual					
<b>Target</b>	--	25%	50%	75%	100%
<b>Actual</b>	11%	41%	49%	--	

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

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Personnel Action Requests (PARs) are submitted by agency directors to fill existing positions, create new positions, etc. The figures below represent the average number of days it took for a PAR from an Executive Branch agency to be initiated and then completed or approved. The 2025 and 2026 targets account for controls implemented to monitor the projected out-year deficit. [Note: This performance measure was established in FY 2023 and historical targets are not available.]

	<i>Reporting Period: State Fiscal Year</i>				
	2022	2023	2024	2025	2026
<b>Frequency:</b> Annual					
<b>Target</b>	--	9	9	45	45
<b>Actual</b>	8.80	6.30	4.66	--	

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## **Program Summary**

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### **Department of Administration**

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#### **Legal Services**

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##### **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.

##### **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.

# Budget

## Department of Administration

### Legal Services

Expenditures by Sub Program	2023 Actuals	2024 Actuals	2025 Enacted Budget	2025 Revised Budget	2026 Recommended
Legal Services	2,054,360	2,340,505	2,491,594	2,649,621	2,872,990
<b>Total Expenditures</b>	<b>2,054,360</b>	<b>2,340,505</b>	<b>2,491,594</b>	<b>2,649,621</b>	<b>2,872,990</b>
<b>Expenditures by Object</b>					
Salary and Benefits	1,830,465	2,060,048	2,240,449	2,380,457	2,623,027
Contract Professional Services	47,892	71,545	45,500	66,825	49,774
Operating Supplies and Expenses	174,928	207,900	200,645	197,339	195,189
<b>Subtotal: Operating</b>	<b>2,053,284</b>	<b>2,339,493</b>	<b>2,486,594</b>	<b>2,644,621</b>	<b>2,867,990</b>
Capital Purchases and Equipment	1,075	1,012	5,000	5,000	5,000
<b>Subtotal: Other</b>	<b>1,075</b>	<b>1,012</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>
<b>Total Expenditures</b>	<b>2,054,360</b>	<b>2,340,505</b>	<b>2,491,594</b>	<b>2,649,621</b>	<b>2,872,990</b>
<b>Expenditures by Source of Funds</b>					
General Revenue	2,054,360	2,340,505	2,491,594	2,649,621	2,872,990
<b>Total Expenditures</b>	<b>2,054,360</b>	<b>2,340,505</b>	<b>2,491,594</b>	<b>2,649,621</b>	<b>2,872,990</b>

# Personnel

## Department of Administration

### Legal Services

		FY 2025		FY 2026	
		FTE	Cost	FTE	Cost
<b>Classified</b>					
ADMINISTRATIVE AND LEGAL SUPPORT SERVICES ADMINISTRATOR-DOT	0148 A	1.0	158,369	1.0	170,870
ADMINISTRATOR ADJUDICATION	0145 A	1.0	172,506	1.0	179,200
CHF LEGAL CONSL LITIGATION(DOA	0145 A	1.0	152,158	1.0	158,244
CHIEF LEGAL COUNSEL-STATE LABOR RELATIONS	0145 A	1.0	152,158	1.0	158,244
CHIEF LEGAL COUNSEL - TRANSACTIONS (DOA)	0145 A	1.0	159,766	1.0	166,156
CHIEF OF LEGAL SERVICES	0141 A	1.0	134,825	1.0	140,218
CHIEF PROGRAM DEVELOPMENT	0134 A	1.0	92,659	1.0	96,366
DEPUTY CHIEF OF LEGAL SERVICES	0139 A	1.6	238,993	1.6	256,760
IMPLEMENTATION AIDE	0122 A	1.0	56,646	1.0	60,490
SENIOR LEGAL COUNSEL	0136 A	3.0	309,444	3.0	327,195
<b>Subtotal Classified</b>		<b>12.6</b>	<b>1,627,524</b>	<b>12.6</b>	<b>1,713,743</b>
<b>Subtotal</b>		<b>12.6</b>	<b>1,627,524</b>	<b>12.6</b>	<b>1,713,743</b>
Transfer Out			(49,576)		0
Overtime			59,234		0
Turnover			(101,000)		(35,652)
<b>Total Salaries</b>			<b>1,536,182</b>		<b>1,678,091</b>
<b>Benefits</b>					
FICA			112,743		128,108
Health Benefits			152,191		167,576
Payroll Accrual			8,642		9,782
Retiree Health			58,194		54,538
Retirement			469,672		536,268
<b>Subtotal</b>			<b>801,442</b>		<b>896,272</b>
<b>Total Salaries and Benefits</b>		<b>12.6</b>	<b>2,337,624</b>	<b>12.6</b>	<b>2,574,363</b>
<b>Cost Per FTE Position</b>			<b>185,526</b>		<b>204,315</b>
Statewide Benefit Assessment			42,833		48,664
<b>Payroll Costs</b>		<b>12.6</b>	<b>2,380,457</b>	<b>12.6</b>	<b>2,623,027</b>
<b>Purchased Services</b>					
Clerical and Temporary Services			46,974		46,974
Other Contracts			19,851		2,800
<b>Subtotal</b>			<b>66,825</b>		<b>49,774</b>
<b>Total Personnel</b>		<b>12.6</b>	<b>2,447,282</b>	<b>12.6</b>	<b>2,672,801</b>



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## Personnel

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### Department of Administration

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### Legal Services

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	FY 2025		FY 2026	
	FTE	Cost	FTE	Cost
<b>Distribution by Source of Funds</b>				
General Revenue	12.6	2,447,282	12.6	2,672,801
<b>Total All Funds</b>	<b>12.6</b>	<b>2,447,282</b>	<b>12.6</b>	<b>2,672,801</b>

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## Performance Measures

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### Department of Administration

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#### Legal Services

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##### Legal Survey Response

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Each year, DOA Legal surveys its clients within the agency on topics such as “quality of legal services,” “timeliness to response,” “soundness of legal advice,” etc. Respondents are asked to rate each question using a numeric scale of 0-4, with a “4” representing “very satisfied.” The figures below represent the overall average response received on the 0-4 scale. [Note: This performance measure was established in FY 2023 and historical targets are not available.]

	<i>Reporting Period: State Fiscal Year</i>				
<i>Frequency: Annual</i>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>
<b>Target</b>	--	4.00	4.00	4.00	3.95
<b>Actual</b>	4.00	3.80	3.95	--	--

## **Program Summary**

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### **Department of Administration**

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### **Information Technology**

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#### **Mission**

To enable State Government to meet its goals effectively and efficiently by providing leadership in the application of information technology and delivering secure, innovative, and reliable technology solutions in the most responsive and effective manner; and to continually address the ever-changing information technology landscape to improve access to information, to stimulate business activity and to ultimately address the needs of all Rhode Island citizens. The duties of ETSS are to:

- Manage the implementation of all new and mission critical technology infrastructure projects and upgrades for state agencies. The office of information technology, under ETSS, shall manage and support all day-to-day operations of the state's technology infrastructure, telecommunications, and associated applications.
- Manage the office of digital excellence in order to ensure that large scale technology projects are delivered in a timely manner in accordance with accepted best industry practices.
- To oversee the chief of library services and the office of library and information services to ensure that this office fulfills its statutory duties in an effective manner.
- Coordinate efforts with the director of administration in order to plan, allocate and implement projects supported by the information technology investment fund.
- Supervise all intellectual property created as a result of work undertaken by employees of ETSS to ensure that ownership of this intellectual property remains with the state. Any patents applied for shall be in the name of the state.

#### **Description**

ETSS includes ODE and OLIS. Within ETSS there is a Chief Digital Officer in the unclassified service who oversees and manages the division and is appointed by the Director of Administration. The Chief Digital Officer supervises the state's Chief Information Officer, Chief Technology Officer, Chief Information Security Officer, the Directors of Information Technology and all associated employees. The focus of ETSS is to lead the strategic technology decisions and efforts across all executive branch state agencies, identify opportunities to implement technology solutions across state agencies to prevent duplication of systems and effort, as well as effectively support these solutions in an efficient manner.

#### **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. R.I. General Laws § 42-11-2.5 Information technology investment fund established. RIGL § 42-11-2.6 Establishment of Office of Digital Excellence. RIGL § 42-11-2.7 July, 2016 Division of enterprise technology strategy and service established by General Assembly. In the FY 2018 revised recommendation, the majority of the information technology program is shifted to internal service funds pursuant to the authorization provided by the General Assembly in the FY 2018 Appropriations Act.

# Budget

## Department of Administration

### Information Technology

Expenditures by Sub Program	2023 Actuals	2024 Actuals	2025 Enacted Budget	2025 Revised Budget	2026 Recommended
Doit Operations	740,851	917,080	1,838,147	1,838,147	1,838,147
Information Technology	17,595,785	134,227,150	53,480,111	82,020,843	36,833,201
<b>Total Expenditures</b>	<b>18,336,636</b>	<b>135,144,230</b>	<b>55,318,258</b>	<b>83,858,990</b>	<b>38,671,348</b>
<i>Internal Services</i>	<i>[]</i>	<i>[]</i>	<i>[50,100,271]</i>	<i>[70,394,493]</i>	<i>[35,670,777]</i>
<b>Expenditures by Object</b>					
Salary and Benefits	22	0	265,624	4,057,484	0
Contract Professional Services	7,379,032	1,287,080	0	4,485,489	0
Operating Supplies and Expenses	9,470,922	5,858,191	3,891,147	1,838,147	1,838,147
<b>Subtotal: Operating</b>	<b>16,849,975</b>	<b>7,145,271</b>	<b>4,156,771</b>	<b>10,381,120</b>	<b>1,838,147</b>
Capital Purchases and Equipment	1,486,661	0	51,161,487	73,477,870	36,833,201
Operating Transfers	0	127,998,959	0	0	0
<b>Subtotal: Other</b>	<b>1,486,661</b>	<b>127,998,959</b>	<b>51,161,487</b>	<b>73,477,870</b>	<b>36,833,201</b>
<b>Total Expenditures</b>	<b>18,336,636</b>	<b>135,144,230</b>	<b>55,318,258</b>	<b>83,858,990</b>	<b>38,671,348</b>
<b>Expenditures by Source of Funds</b>					
General Revenue	740,851	13,917,080	1,838,147	1,838,147	1,838,147
Restricted Receipts	17,595,785	121,227,150	3,379,840	11,626,350	1,162,424
Other Funds	0	0	50,100,271	70,394,493	35,670,777
<b>Total Expenditures</b>	<b>18,336,636</b>	<b>135,144,230</b>	<b>55,318,258</b>	<b>83,858,990</b>	<b>38,671,348</b>

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# Personnel

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## Department of Administration

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### Information Technology

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	FY 2025		FY 2026	
	FTE	Cost	FTE	Cost
Transfer In		2,538,012		0
<b>Total Salaries</b>		<b>2,538,012</b>		<b>0</b>
<b>Benefits</b>				
FICA		192,247		0
Health Benefits		335,017		0
Payroll Accrual		14,838		0
Retiree Health		99,998		0
Retirement		803,771		0
<b>Subtotal</b>		<b>1,445,871</b>		<b>0</b>
<b>Total Salaries and Benefits</b>	<b>0.0</b>	<b>3,983,883</b>	<b>0.0</b>	<b>0</b>
<b>Cost Per FTE Position</b>		<b>0</b>		
Statewide Benefit Assessment		73,601		0
<b>Payroll Costs</b>	<b>0.0</b>	<b>4,057,484</b>	<b>0.0</b>	<b>0</b>
<b>Purchased Services</b>				
Information Technology		4,485,489		0
<b>Subtotal</b>		<b>4,485,489</b>		<b>0</b>
<b>Total Personnel</b>	<b>0.0</b>	<b>8,542,973</b>	<b>0.0</b>	<b>0</b>
<b>Distribution by Source of Funds</b>				
Restricted Receipts	0.0	310,232	0.0	0
Other Funds	0.0	8,232,741	0.0	0
<b>Total All Funds</b>	<b>0.0</b>	<b>8,542,973</b>	<b>0.0</b>	<b>0</b>

## **Program Summary**

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### **Department of Administration**

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### **Library and Information Services**

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#### **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.

#### **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**

R.I. General Laws § 29-3.1 establishes the statutory basis for the Office of Library and Information Services.

# Budget

## Department of Administration

### Library and Information Services

Expenditures by Sub Program	2023 Actuals	2024 Actuals	2025 Enacted Budget	2025 Revised Budget	2026 Recommended
Library Services	3,681,418	3,535,943	3,562,628	3,594,489	3,767,543
<b>Total Expenditures</b>	<b>3,681,418</b>	<b>3,535,943</b>	<b>3,562,628</b>	<b>3,594,489</b>	<b>3,767,543</b>
<b>Expenditures by Object</b>					
Salary and Benefits	1,650,090	1,776,851	1,801,836	1,829,360	1,977,141
Contract Professional Services	3,500	9,750	10,000	10,000	10,000
Operating Supplies and Expenses	1,153,111	1,332,560	1,564,797	1,569,134	1,594,407
Assistance and Grants	872,147	413,245	181,620	181,620	181,620
<b>Subtotal: Operating</b>	<b>3,678,847</b>	<b>3,532,406</b>	<b>3,558,253</b>	<b>3,590,114</b>	<b>3,763,168</b>
Capital Purchases and Equipment	2,571	3,537	4,375	4,375	4,375
<b>Subtotal: Other</b>	<b>2,571</b>	<b>3,537</b>	<b>4,375</b>	<b>4,375</b>	<b>4,375</b>
<b>Total Expenditures</b>	<b>3,681,418</b>	<b>3,535,943</b>	<b>3,562,628</b>	<b>3,594,489</b>	<b>3,767,543</b>
<b>Expenditures by Source of Funds</b>					
General Revenue	1,810,379	1,902,342	1,949,487	2,009,041	2,143,053
Federal Funds	1,870,839	1,633,602	1,606,151	1,578,458	1,617,500
Restricted Receipts	200	0	6,990	6,990	6,990
<b>Total Expenditures</b>	<b>3,681,418</b>	<b>3,535,943</b>	<b>3,562,628</b>	<b>3,594,489</b>	<b>3,767,543</b>

# Personnel

## Department of Administration

### Library and Information Services

		FY 2025		FY 2026	
		FTE	Cost	FTE	Cost
<b>Classified</b>					
IMPLEMENTATION AIDE	AB22 A	1.0	61,245	1.0	63,695
INFORMATION SERVICES TECHNICIAN II	AB20 A	3.0	182,839	3.0	191,939
LIBRARY PROGRAM MANAGER I	0137 A	2.0	217,808	2.0	226,520
LIBRARY PROGRAM SPECIALIST II	AB28 A	3.0	224,208	3.0	240,790
LIBRARY PROGRAM SPECIALIST III	AB32 A	3.0	284,069	3.0	298,541
SENIOR INFORMATION TECHNOLOGY PORTFOLIO/ PROJECT MANAGER II (	0148 A	1.0	183,007	1.0	194,449
<b>Subtotal Classified</b>		<b>13.0</b>	<b>1,153,176</b>	<b>13.0</b>	<b>1,215,934</b>
<b>Subtotal</b>		<b>13.0</b>	<b>1,153,176</b>	<b>13.0</b>	<b>1,215,934</b>
Transfer Out			(54,342)		(58,303)
Transfer In			51,738		55,176
Turnover			(53,328)		(20,026)
<b>Total Salaries</b>			<b>1,097,244</b>		<b>1,192,781</b>
<b>Benefits</b>					
FICA			83,048		90,036
Health Benefits			220,559		234,788
Payroll Accrual			6,414		6,945
Retiree Health			43,226		38,763
Retirement			347,051		379,237
<b>Subtotal</b>			<b>700,298</b>		<b>749,769</b>
<b>Total Salaries and Benefits</b>		<b>13.0</b>	<b>1,797,542</b>	<b>13.0</b>	<b>1,942,550</b>
<b>Cost Per FTE Position</b>			<b>138,272</b>		<b>149,427</b>
Statewide Benefit Assessment			31,818		34,591
<b>Payroll Costs</b>		<b>13.0</b>	<b>1,829,360</b>	<b>13.0</b>	<b>1,977,141</b>
<b>Purchased Services</b>					
Training and Educational Services			10,000		10,000
<b>Subtotal</b>			<b>10,000</b>		<b>10,000</b>
<b>Total Personnel</b>		<b>13.0</b>	<b>1,839,360</b>	<b>13.0</b>	<b>1,987,141</b>
<b>Distribution by Source of Funds</b>					
General Revenue		13.0	1,071,922	13.0	1,180,661
Federal Funds		0.0	767,438	0.0	806,480
<b>Total All Funds</b>		<b>13.0</b>	<b>1,839,360</b>	<b>13.0</b>	<b>1,987,141</b>



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## Performance Measures

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### Department of Administration

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#### Library and Information Services

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##### Professional Development for Library Staff

OLIS understands that a well-trained staff is necessary to provide the best information services to the public. The figures below represent the number of library staff participating in synchronous and asynchronous workshops and training opportunities. [Note: This performance measure was established in FY 2023 and historical targets are not available.]

	<i>Frequency: Annual</i>		<i>Reporting Period: Federal Fiscal Year</i>		
	2022	2023	2024	2025	2026
<b>Target</b>	--	1,388	1,096	1,107	1,700
<b>Actual</b>	1,361	1,085	1,617	--	--

##### Summer Reading Program

In order to help children maintain their reading skills over the summer months, OLIS offers a robust summer reading program. The figures below represent the number of children and teens participating in library-based summer reading programs statewide. [Note: This performance measure was established in FY 2023 and historical targets are not available.]

	<i>Frequency: Annual</i>		<i>Reporting Period: Federal Fiscal Year</i>		
	2022	2023	2024	2025	2026
<b>Target</b>	--	14,706	12,203	12,325	12,000
<b>Actual</b>	14,278	12,082	11,312	--	--

##### Talking Books Library Circulation

The Talking Books Library provides important services to blind and print-disabled Rhode Islanders. The figures below represent the number of physical audiobooks circulated and online audiobooks downloaded. [Note: This performance measure was established in FY 2023 and historical targets are not available.]

	<i>Frequency: Annual</i>		<i>Reporting Period: Federal Fiscal Year</i>		
	2022	2023	2024	2025	2026
<b>Target</b>	--	51,245	50,461	50,965	72,500
<b>Actual</b>	50,243	49,961	65,704	--	--

## **Program Summary**

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### **Department of Administration**

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#### **Planning**

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##### **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, and economic development.

##### **Description**

The Division of Planning is comprised of three subprograms: Statewide Planning, Strategic Planning and Economic 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. 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. General Laws § 42-11 includes provisions relative to the division of planning. Other legal references are provided in RIGL § 1, 16, 22, 23, 34, 35, 37, 42, 44, 45 and 46. The FY 2018 revised recommendation shifts the Water Resource Board to the Division of Public Utilities and Carriers.

# Budget

## Department of Administration

### Planning

Expenditures by Sub Program	2023 Actuals	2024 Actuals	2025 Enacted Budget	2025 Revised Budget	2026 Recommended
Statewide Planning	4,292,437	4,688,042	6,758,419	7,007,348	7,151,473
<b>Total Expenditures</b>	<b>4,292,437</b>	<b>4,688,042</b>	<b>6,758,419</b>	<b>7,007,348</b>	<b>7,151,473</b>
<b>Expenditures by Object</b>					
Salary and Benefits	2,632,878	3,148,465	3,683,817	3,872,124	4,069,286
Contract Professional Services	72,989	142,080	201,989	302,989	228,585
Operating Supplies and Expenses	348,123	373,607	349,063	335,582	356,949
Assistance and Grants	1,229,285	1,009,989	2,488,050	2,488,050	2,488,050
<b>Subtotal: Operating</b>	<b>4,283,275</b>	<b>4,674,141</b>	<b>6,722,919</b>	<b>6,998,745</b>	<b>7,142,870</b>
Capital Purchases and Equipment	9,162	13,901	35,500	8,603	8,603
<b>Subtotal: Other</b>	<b>9,162</b>	<b>13,901</b>	<b>35,500</b>	<b>8,603</b>	<b>8,603</b>
<b>Total Expenditures</b>	<b>4,292,437</b>	<b>4,688,042</b>	<b>6,758,419</b>	<b>7,007,348</b>	<b>7,151,473</b>
<b>Expenditures by Source of Funds</b>					
General Revenue	574,450	874,020	1,175,750	1,179,951	1,222,229
Federal Funds	(23)	0	3,050	3,050	3,050
Restricted Receipts	0	0	50,000	100,000	50,000
Operating Transfers from Other Funds	3,718,010	3,814,022	5,529,619	5,724,347	5,876,194
<b>Total Expenditures</b>	<b>4,292,437</b>	<b>4,688,042</b>	<b>6,758,419</b>	<b>7,007,348</b>	<b>7,151,473</b>

# Personnel

## Department of Administration

### Planning

		FY 2025		FY 2026	
		FTE	Cost	FTE	Cost
<b>Classified</b>					
ASSISTANT ADMINISTRATOR- FINANCIAL MANAGEMENT	0134 A	1.0	96,614	1.0	101,660
ASSISTANT CHIEF OF PLANNING	0137 A	2.0	214,755	2.0	228,660
ASSOCIATE DIRECTOR- DIVISION OF PLANNING	0147 A	1.0	172,230	1.0	179,118
CHIEF IMPLEMENTATION AIDE	0128 A	2.0	172,866	2.0	179,676
DATA ANALYST I	0134 A	2.0	196,941	2.0	208,232
DATA ANALYST II	0138 A	1.0	123,916	1.0	128,871
INTERDEPARTMENTAL PROJECT MANAGER	0839 A	1.0	128,495	1.0	133,635
PRINCIPAL PLANNER	0829 A	6.0	470,908	6.0	503,905
PROGRAMMING SERVICES OFFICER	0131 A	2.0	166,785	2.0	176,493
STAFF DIRECTOR (WATER RESOURCES BOARD)	0137 A	1.0	123,900	1.0	128,692
SUPERVISING GEOGRAPHIC INFORMATION SYSTEM SPECIALIST	0832 A	1.0	95,082	1.0	98,710
SUPERVISING PLANNER	0831 A	4.0	343,421	4.0	361,203
<b>Subtotal Classified</b>		<b>24.0</b>	<b>2,305,913</b>	<b>24.0</b>	<b>2,428,855</b>
<b>Subtotal</b>		<b>24.0</b>	<b>2,305,913</b>	<b>24.0</b>	<b>2,428,855</b>
Transfer In			24,688		25,657
Overtime			5,654		5,880
Turnover			(3,690)		(3,538)
<b>Total Salaries</b>			<b>2,332,565</b>		<b>2,456,854</b>
<b>Benefits</b>					
Contract Stipends			19,578		19,578
FICA			177,784		187,242
Health Benefits			433,694		461,757
Payroll Accrual			13,596		14,276
Retiree Health			91,680		79,656
Retirement			735,743		778,842
<b>Subtotal</b>			<b>1,472,075</b>		<b>1,541,351</b>
<b>Total Salaries and Benefits</b>		<b>24.0</b>	<b>3,804,640</b>	<b>24.0</b>	<b>3,998,205</b>
<b>Cost Per FTE Position</b>			<b>158,527</b>		<b>166,592</b>
Statewide Benefit Assessment			67,484		71,081
<b>Payroll Costs</b>		<b>24.0</b>	<b>3,872,124</b>	<b>24.0</b>	<b>4,069,286</b>
<b>Purchased Services</b>					
Design and Engineering Services			130,989		79,989
Management & Consultant Services			72,000		98,596

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# Personnel

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## Department of Administration

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### Planning

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	FY 2025		FY 2026	
	FTE	Cost	FTE	Cost
<b>Purchased Services</b>				
Other Contracts		100,000		50,000
<b>Subtotal</b>		<b>302,989</b>		<b>228,585</b>
<b>Total Personnel</b>	<b>24.0</b>	<b>4,175,113</b>	<b>24.0</b>	<b>4,297,871</b>
<b>Distribution by Source of Funds</b>				
General Revenue	24.0	1,024,998	24.0	1,045,814
Restricted Receipts	0.0	100,000	0.0	50,000
Operating Transfers from Other Funds	0.0	3,050,115	0.0	3,202,057
<b>Total All Funds</b>	<b>24.0</b>	<b>4,175,113</b>	<b>24.0</b>	<b>4,297,871</b>

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## Performance Measures

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### Department of Administration

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#### Planning

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##### Board Member Training

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Outreach and education are critical services that the Division of Statewide Planning provides to Rhode Island municipalities. The figures below represent the number of Planning, Zoning, & Historic District Commission members trained in the basics of sound land use decisions and associated planning issues.

	<i>Frequency: Annual</i>		<i>Reporting Period: State Fiscal Year</i>		
	2022	2023	2024	2025	2026
<b>Target</b>	70	125	250	250	250
<b>Actual</b>	72	133	158	--	--

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##### Water Supplier Outreach

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Frequent contact, defined as three or more interactions per year, between planning staff and local water suppliers improves data provision, enhances information sharing, and ensures the timely submission of Water System Supply Management Plans. The figures below show the number of suppliers receiving frequent contact.

	<i>Frequency: Annual</i>		<i>Reporting Period: State Fiscal Year</i>		
	2022	2023	2024	2025	2026
<b>Target</b>	10	10	13	15	17
<b>Actual</b>	10	10	13	--	--

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## **Program Summary**

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### **Department of Administration**

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### **Statewide Personnel and Operations**

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#### **Mission**

To address funding requirements associated with personnel and operating reforms throughout the state.

#### **Description**

This program is used to book proposed savings associated with personnel and operating reforms throughout the state. Often these savings give the state the ability to provide government with flexibility in hiring and managing personnel as well as address structural challenges. Operational reforms promote more efficiencies in state government and provide savings.

#### **Statutory History**

The Governor recommends these proposals as part of the FY 2023 Appropriations Act.

# Budget

## Department of Administration

### Statewide Personnel and Operations

Expenditures by Sub Program	2023 Actuals	2024 Actuals	2025 Enacted Budget	2025 Revised Budget	2026 Recommended
Undistributed Statewide Adjustments	0	0	32,500,000	17,152,587	20,642,448
<b>Total Expenditures</b>	<b>0</b>	<b>0</b>	<b>32,500,000</b>	<b>17,152,587</b>	<b>20,642,448</b>
<b>Expenditures by Object</b>					
Salary and Benefits	0	0	27,500,000	12,152,587	20,642,448
Operating Supplies and Expenses	(21,057)	0	5,000,000	5,000,000	0
<b>Subtotal: Operating</b>	<b>(21,057)</b>	<b>0</b>	<b>32,500,000</b>	<b>17,152,587</b>	<b>20,642,448</b>
Capital Purchases and Equipment	21,057	0	0	0	0
<b>Subtotal: Other</b>	<b>21,057</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Expenditures</b>	<b>0</b>	<b>0</b>	<b>32,500,000</b>	<b>17,152,587</b>	<b>20,642,448</b>
<b>Expenditures by Source of Funds</b>					
General Revenue	0	0	25,600,000	16,234,778	18,959,345
Federal Funds	0	0	3,600,000	567,862	1,049,581
Restricted Receipts	0	0	1,100,000	132,476	243,816
Other Funds	0	0	2,200,000	217,471	389,706
<b>Total Expenditures</b>	<b>0</b>	<b>0</b>	<b>32,500,000</b>	<b>17,152,587</b>	<b>20,642,448</b>



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# Personnel

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## Department of Administration

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### Statewide Personnel and Operations

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	FY 2025		FY 2026	
	FTE	Cost	FTE	Cost
<b>Benefits</b>				
Contract Reserve		12,152,587		20,642,448
<b>Subtotal</b>		<b>12,152,587</b>		<b>20,642,448</b>
<hr/>				
<b>Total Salaries and Benefits</b>	<b>0.0</b>	<b>12,152,587</b>	<b>0.0</b>	<b>20,642,448</b>
<b>Cost Per FTE Position</b>		<b>0</b>		
<hr/>				
<b>Payroll Costs</b>	<b>0.0</b>	<b>12,152,587</b>	<b>0.0</b>	<b>20,642,448</b>
<hr/>				
<b>Total Personnel</b>	<b>0.0</b>	<b>12,152,587</b>	<b>0.0</b>	<b>20,642,448</b>
<b>Distribution by Source of Funds</b>				
General Revenue	0.0	11,234,778	0.0	18,959,345
Federal Funds	0.0	567,862	0.0	1,049,581
Restricted Receipts	0.0	132,476	0.0	243,816
Other Funds	0.0	217,471	0.0	389,706
<b>Total All Funds</b>	<b>0.0</b>	<b>12,152,587</b>	<b>0.0</b>	<b>20,642,448</b>

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## **Program Summary**

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### **Department of Administration**

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### **Energy Resources**

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#### **Mission**

The mission of the Office of Energy Resources (OER) is to lead Rhode Island to a secure, cost-effective, and sustainable energy future. OER is actively supporting the development of a clean energy economy that will create jobs; foster new business investment opportunities; reduce long-term energy costs and mitigate price volatility; and enhance reliability through the diversification of our energy portfolio; and advance important environmental policy goals by reducing our reliance on carbon emitting sources of energy. OER's work involves the adoption of policies addressing energy efficiency and system reliability, renewable energy, petroleum reduction and reduction of carbon emissions. OER works at all levels - local, state, regional, and federal - to advance these and other State energy policy goals. To ensure that the federal programs overseen by the Office are up-to date in terms of administrative practices and are efficiently organized and implemented. To seek federal funding opportunities and implement grant-funded programs that establish Rhode Island as a national leader on energy policy and innovation. To work in partnership with municipalities and with the DOA Division of Capital Assets, Management and Maintenance to reduce public sector energy consumption and costs; increase the use of clean energy resources at public facilities; and reduce public sector carbon emissions. OER is also responsible for the tracking and management of State energy data. To lead, coordinate, and strengthen energy planning in Rhode Island by working in collaboration with various agencies and commissions including, but not limited to, the Energy Efficiency Resource Management Council (EERMC), the Distributed Generation Contracting Board (DG Board), the Executive Climate Change Coordinating Council, the State Planning Council, CommerceRI, the Department of Environmental Management, the Department of Administration, the Division of Public Utilities and Carriers, and the Public Utilities Commission. To support and manage the development of energy efficiency and renewable energy programs in the state in a coordinated integrated manner. To develop the Rhode Island Energy Assurance Plan to prepare for and respond to energy emergencies and enhance energy security.

#### **Description**

OER provides comprehensive and integrated development, administration and oversight of energy policies, plans, and programs to meet state and federal requirements and is responsible for applying for and administering federal energy grants. OER works closely with two appointed bodies, the EERMC and the DG Board. The EERMC provides publicly-accountable ratepayer oversight of energy efficiency programs; the OER Commissioner serves as the non-voting Executive Director of the EERMC. The DG Board oversees the Rhode Island Renewable Energy Growth Program and includes representatives from various energy stakeholder groups.

#### **Statutory History**

OER was created in 2006 to consolidate state energy programs. OER's mission expanded in 2012 as outlined in R.I. General Laws § 23-82-6, § 39-1-27.7 through § 10, and § 42-140.1.

# Budget

## Department of Administration

### Energy Resources

Expenditures by Sub Program	2023 Actuals	2024 Actuals	2025 Enacted Budget	2025 Revised Budget	2026 Recommended
Energy Resources	32,568,312	27,544,147	44,824,429	0	0
<b>Total Expenditures</b>	<b>32,568,312</b>	<b>27,544,147</b>	<b>44,824,429</b>	<b>0</b>	<b>0</b>
<b>Expenditures by Object</b>					
Salary and Benefits	1,573,985	2,210,879	2,404,049	0	0
Contract Professional Services	944,980	1,224,881	1,990,400	0	0
Operating Supplies and Expenses	3,762,548	3,339,293	2,673,859	0	0
Assistance and Grants	26,273,420	20,379,842	33,728,538	0	0
<b>Subtotal: Operating</b>	<b>32,554,934</b>	<b>27,154,895</b>	<b>40,796,846</b>	<b>0</b>	<b>0</b>
Capital Purchases and Equipment	13,379	389,253	27,583	0	0
Operating Transfers	0	0	4,000,000	0	0
<b>Subtotal: Other</b>	<b>13,379</b>	<b>389,253</b>	<b>4,027,583</b>	<b>0</b>	<b>0</b>
<b>Total Expenditures</b>	<b>32,568,312</b>	<b>27,544,147</b>	<b>44,824,429</b>	<b>0</b>	<b>0</b>
<b>Expenditures by Source of Funds</b>					
General Revenue	0	0	500,000	0	0
Federal Funds	990,284	11,495,584	15,042,632	0	0
Restricted Receipts	31,578,028	14,169,026	25,217,475	0	0
Operating Transfers from Other Funds	0	1,879,538	4,064,322	0	0
<b>Total Expenditures</b>	<b>32,568,312</b>	<b>27,544,147</b>	<b>44,824,429</b>	<b>0</b>	<b>0</b>

## **Program Summary**

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### **Department of Administration**

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

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#### **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.

#### **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 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 Rhode Islanders.

#### **Statutory History**

The federal Patient Protection and Affordable Care Act of 2010 (the “ACA”) provides for the establishment of a health benefits exchange by each state. Governor Lincoln D. Chaffee established the Rhode Island Health Benefits exchange by Executive Order 11-09 in 2011 R.I. General Laws § 42-157 codified the Rhode Island Health Benefits Exchange into state law in 2015.

# Budget

## Department of Administration

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

Expenditures by Sub Program	2023 Actuals	2024 Actuals	2025 Enacted Budget	2025 Revised Budget	2026 Recommended
Operations	31,176,296	29,043,431	30,427,443	30,770,508	29,946,673
<b>Total Expenditures</b>	<b>31,176,296</b>	<b>29,043,431</b>	<b>30,427,443</b>	<b>30,770,508</b>	<b>29,946,673</b>
<b>Expenditures by Object</b>					
Salary and Benefits	1,766,026	905,287	1,612,353	1,855,459	2,294,914
Contract Professional Services	9,613,816	11,454,706	12,090,900	11,980,676	10,793,317
Operating Supplies and Expenses	845,974	666,802	635,288	679,835	769,969
Assistance and Grants	18,866,393	16,022,561	16,053,473	16,219,538	16,053,473
<b>Subtotal: Operating</b>	<b>31,092,209</b>	<b>29,049,357</b>	<b>30,392,014</b>	<b>30,735,508</b>	<b>29,911,673</b>
Capital Purchases and Equipment	84,086	(5,926)	35,429	35,000	35,000
<b>Subtotal: Other</b>	<b>84,086</b>	<b>(5,926)</b>	<b>35,429</b>	<b>35,000</b>	<b>35,000</b>
<b>Total Expenditures</b>	<b>31,176,296</b>	<b>29,043,431</b>	<b>30,427,443</b>	<b>30,770,508</b>	<b>29,946,673</b>
<b>Expenditures by Source of Funds</b>					
General Revenue	3,424,857	3,375,493	3,529,116	2,031,602	1,889,227
Federal Funds	12,762,514	10,843,202	10,758,473	10,924,538	10,758,473
Restricted Receipts	14,988,924	14,824,736	16,139,854	17,814,368	17,298,973
<b>Total Expenditures</b>	<b>31,176,296</b>	<b>29,043,431</b>	<b>30,427,443</b>	<b>30,770,508</b>	<b>29,946,673</b>

# Personnel

## Department of Administration

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

		FY 2025		FY 2026	
		FTE	Cost	FTE	Cost
<b>Classified</b>					
CHIEF FINANCIAL ANALYST	0138 A	2.0	221,023	2.0	239,159
CHIEF OF LEGAL SERVICES	0141 A	1.0	128,403	1.0	133,541
CHIEF PUBLIC AFFAIRS OFFICER	0137 A	1.0	108,902	1.0	113,260
ECONOMIC AND POLICY ANALYST I	0130 A	1.0	79,234	1.0	86,697
IMPLEMENTATION DIRECTOR POLICY AND PROGRAMS	0140 A	1.0	116,302	1.0	127,134
INTERDEPARTMENTAL PROJECT MANAGER	0139 A	2.0	238,719	2.0	248,039
PROJECT MANAGER I (DOA)	0137 A	1.0	97,804	1.0	105,436
SENIOR BUDGET AND POLICY ANALYST	0836 A	1.0	94,702	1.0	102,088
<b>Subtotal Classified</b>		<b>10.0</b>	<b>1,085,089</b>	<b>10.0</b>	<b>1,155,354</b>
<b>Unclassified</b>					
ADMINISTRATIVE ASSISTANT	0825 A	1.0	71,214	1.0	77,518
CHIEF OF STRATEGIC PLANNING- MONITORING AND EVALUATION	0843 A	1.0	152,528	1.0	158,631
DEPUTY DIRECTOR OF HEALTHSOURCE RI	0845 A	1.0	164,423	1.0	171,000
DIRECTOR HEALTHSOURCE RI	0851 A	1.0	200,143	1.0	208,149
DIRECTOR OF FINANCE/ASSOCIATE ADMINISTRATOR	0844 A	1.0	158,475	1.0	164,799
SENIOR POLICY ANALYST	0839 A	1.0	124,879	1.0	133,862
<b>Subtotal Unclassified</b>		<b>6.0</b>	<b>871,662</b>	<b>6.0</b>	<b>913,959</b>
<b>Subtotal</b>		<b>16.0</b>	<b>1,956,751</b>	<b>16.0</b>	<b>2,069,313</b>
Transfer Out			(1,164,604)		(1,015,831)
Transfer In			342,394		365,193
<b>Total Salaries</b>			<b>1,134,541</b>		<b>1,418,675</b>
<b>Benefits</b>					
FICA			86,201		107,283
Health Benefits			190,188		220,659
Payroll Accrual			6,634		8,269
Retiree Health			44,702		46,105
Retirement			360,290		452,784
<b>Subtotal</b>			<b>688,015</b>		<b>835,100</b>
<b>Total Salaries and Benefits</b>		<b>16.0</b>	<b>1,822,556</b>	<b>16.0</b>	<b>2,253,775</b>
<b>Cost Per FTE Position</b>			<b>113,910</b>		<b>140,862</b>
Statewide Benefit Assessment			32,903		41,139
<b>Payroll Costs</b>		<b>16.0</b>	<b>1,855,459</b>	<b>16.0</b>	<b>2,294,914</b>

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## Personnel

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### Department of Administration

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

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	FY 2025		FY 2026	
	FTE	Cost	FTE	Cost
<b>Purchased Services</b>				
Information Technology		5,884,746		4,788,538
Management & Consultant Services		4,737,398		4,789,129
Other Contracts		1,358,532		1,215,650
<b>Subtotal</b>		<b>11,980,676</b>		<b>10,793,317</b>
<b>Total Personnel</b>	<b>16.0</b>	<b>13,836,135</b>	<b>16.0</b>	<b>13,088,231</b>
<b>Distribution by Source of Funds</b>				
General Revenue	0.0	2,028,316	0.0	1,889,227
Restricted Receipts	16.0	11,807,819	16.0	11,199,004
<b>Total All Funds</b>	<b>16.0</b>	<b>13,836,135</b>	<b>16.0</b>	<b>13,088,231</b>

## 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. The figures below represent the percent of Rhode Islanders estimated to be uninsured, according to the Health Information Survey, conducted by the State of Rhode Island every other year.

	<i>Reporting Period: Calendar Year</i>				
<i>Frequency: Annual</i>	2022	2023	2024	2025	2026
<b>Target</b>	3.0%	--	3.7%	--	3.5%
<b>Actual</b>	2.9%	--	2.2%	--	

##### 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 HealthSource RI (HSRI) and receive a federal advance premium tax credit to offset the cost of the monthly premium. The figures below represent the annual total dollar amount Rhode Islanders receive from the federal advance premium tax credits to lower their monthly premium payments through HSRI during the calendar year.

	<i>Reporting Period: Calendar Year</i>				
<i>Frequency: Annual</i>	2022	2023	2024	2025	2026
<b>Target</b>	\$126,617,911	\$150,201,025	\$188,361,579	\$184,278,746	\$120,929,681
<b>Actual</b>	\$123,569,333	\$128,603,255	\$187,693,710	--	

##### Total Program Enrollment

The figures below represent the number of enrollees in the individual market and those in HealthSource RI for Employers. The target is higher in part due to the anticipated end in 2023 of the COVID-related policies that have delayed Medicaid terminations and slowed enrollment in the individual market. Actuals and targets are average monthly enrollment in the time period shown.

	<i>Reporting Period: State Fiscal Year</i>				
<i>Frequency: Annual</i>	2022	2023	2024	2025	2026
<b>Target</b>	37,445	41,032	48,244	46,997	40,026
<b>Actual</b>	37,573	37,451	45,839	--	



## **Program Summary**

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### **Department of Administration**

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### **The Division of Equity, Diversity, and Inclusion**

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#### **Mission**

The mission of the Division of Equity Diversity and Inclusion is to create and support a diverse and inclusive state government culture that values and reflects the changing demographics of Rhode Island by advancing equitable and fair opportunities for all Rhode Island citizens to be employed by and/or do business with the State of Rhode Island. 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, and to ensure non-discrimination 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 Minority Business Enterprise Compliance Office is to support Rhode Island General Laws and policies that 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.

#### **Description**

The Division of Equity Diversity and Inclusion includes an Associate Director, a senior-level leadership position to promote coordination between the State Equal Opportunity Office, the Outreach and Diversity Office, the Minority Business Enterprise Compliance Office, and all state agencies. The Division of Equity Diversity and Inclusion 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, diversity, 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 technical assistance in recruiting a talented and diverse workforce.

#### **Statutory History**

On May 9, 2013, Governor Lincoln D. Chafee issued Executive Order 13-05 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 the Department charged with facilitation of equal opportunity employment, diversity, 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 Minority Business Enterprise Compliance Office, and to make recommendations to the Governor to improve operations and 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, affirmative action, and diversity hiring, as well as MBE procurement as allowed by law.

# Budget

## Department of Administration

### The Division of Equity, Diversity, and Inclusion

Expenditures by Sub Program	2023 Actuals	2024 Actuals	2025 Enacted Budget	2025 Revised Budget	2026 Recommended
Operations	1,394,342	1,700,517	2,262,640	2,276,863	2,417,447
<b>Total Expenditures</b>	<b>1,394,342</b>	<b>1,700,517</b>	<b>2,262,640</b>	<b>2,276,863</b>	<b>2,417,447</b>
<b>Expenditures by Object</b>					
Salary and Benefits	1,241,308	1,299,522	1,432,275	1,471,641	1,613,905
Contract Professional Services	11,040	35,313	510,000	492,824	492,824
Operating Supplies and Expenses	140,466	354,354	320,365	309,818	310,718
Assistance and Grants	0	9,063	0	0	0
<b>Subtotal: Operating</b>	<b>1,392,814</b>	<b>1,698,252</b>	<b>2,262,640</b>	<b>2,274,283</b>	<b>2,417,447</b>
Capital Purchases and Equipment	1,528	2,265	0	2,580	0
<b>Subtotal: Other</b>	<b>1,528</b>	<b>2,265</b>	<b>0</b>	<b>2,580</b>	<b>0</b>
<b>Total Expenditures</b>	<b>1,394,342</b>	<b>1,700,517</b>	<b>2,262,640</b>	<b>2,276,863</b>	<b>2,417,447</b>
<b>Expenditures by Source of Funds</b>					
General Revenue	1,293,174	1,627,185	2,152,119	2,175,514	2,308,469
Other Funds	101,168	73,332	110,521	101,349	108,978
<b>Total Expenditures</b>	<b>1,394,342</b>	<b>1,700,517</b>	<b>2,262,640</b>	<b>2,276,863</b>	<b>2,417,447</b>

# Personnel

## Department of Administration

### The Division of Equity, Diversity, and Inclusion

		FY 2025		FY 2026	
		FTE	Cost	FTE	Cost
<b>Classified</b>					
ADMINISTRATOR STATE EQUAL OPPORTUNITY PROGRAMS	0139 A	1.0	110,433	1.0	120,955
ASSISTANT ADMINISTRATOR - MBE COMPLIANCE	0139 A	1.0	104,712	1.0	112,929
ASSOCIATE DIRECTOR- DIVERSITY- EQUITY AND OPPORTUNITY	0142 A	1.0	139,200	1.0	139,200
CHIEF IMPLEMENTATION AIDE	0128 A	1.0	77,388	1.0	80,484
CHIEF PROGRAM DEVELOPMENT	0134 A	1.0	90,678	1.0	98,452
PROGRAMMING SERVICES OFFICER	0131 A	5.0	425,360	5.0	456,367
<b>Subtotal Classified</b>		<b>10.0</b>	<b>947,771</b>	<b>10.0</b>	<b>1,008,387</b>
<b>Subtotal</b>		<b>10.0</b>	<b>947,771</b>	<b>10.0</b>	<b>1,008,387</b>
Turnover			(36,344)		(16,033)
<b>Total Salaries</b>			<b>911,427</b>		<b>992,354</b>
<b>Benefits</b>					
FICA			69,723		75,914
Health Benefits			135,276		164,100
Payroll Accrual			5,324		5,776
Retiree Health			35,911		32,253
Retirement			287,548		314,730
<b>Subtotal</b>			<b>533,782</b>		<b>592,773</b>
<b>Total Salaries and Benefits</b>		<b>10.0</b>	<b>1,445,209</b>	<b>10.0</b>	<b>1,585,127</b>
<b>Cost Per FTE Position</b>			<b>144,521</b>		<b>158,513</b>
Statewide Benefit Assessment			26,432		28,778
<b>Payroll Costs</b>		<b>10.0</b>	<b>1,471,641</b>	<b>10.0</b>	<b>1,613,905</b>
<b>Purchased Services</b>					
Clerical and Temporary Services			58,000		58,000
Management & Consultant Services			434,824		434,824
<b>Subtotal</b>			<b>492,824</b>		<b>492,824</b>
<b>Total Personnel</b>		<b>10.0</b>	<b>1,964,465</b>	<b>10.0</b>	<b>2,106,729</b>
<b>Distribution by Source of Funds</b>					
General Revenue		10.0	1,863,116	10.0	1,997,751
Other Funds		0.0	101,349	0.0	108,978
<b>Total All Funds</b>		<b>10.0</b>	<b>1,964,465</b>	<b>10.0</b>	<b>2,106,729</b>

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## Performance Measures

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### Department of Administration

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#### The Division of Equity, Diversity, and Inclusion

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##### State Government Workforce Diversity

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One of DOA's strategic objectives is to attract, hire, and retain a talented and diverse workforce. To that end, the department intends to increase the representation of people of color in state government. The figures below represent the percent of the Executive Branch workforce who identify on HR paperwork as belonging to a racial minority. [Note: Targets from 2022-onward were developed using 2020 census data. For a detailed breakdown by department, see technical appendix. Measure data is derived from employee self-selection on HR onboarding paperwork; historical actuals have been updated based on available data.]

	<i>Reporting Period: State Fiscal Year</i>				
	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>
<b>Target</b>	31.4%	31.4%	31.4%	31.4%	31.4%
<b>Actual</b>	20.24%	21.05%	21.80%	--	--

## Program Summary

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### Department of Administration

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### Capital Asset Management and Maintenance

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#### Mission

The Division of Capital Asset Management and Maintenance is established to improve the management of the State's real estate portfolio such that appropriate and timely investments are made that meet the highest standards of safety, security, accessibility, energy efficiency and comfort for the employees and citizens that are served. The State's portfolio includes 17,770,849 gross square feet of space in over 1,379 structures, including 13 campuses.

#### Description

The Division of Capital Asset Management & Maintenance oversees the following functions: Planning/Design/Construction; Facilities Management & Maintenance; and Risk Management. The re-organization of the capital projects and facilities maintenance functions into the Division of Capital Asset Management & Maintenance is intended to better align staff resources and clarify roles and responsibilities in order to support the state's portfolio such that cost savings and efficiencies are achieved. This approach incorporates viewing facilities from a life cycle perspective so that we build the right facilities and maintain them appropriately. The new model creates an Office of Planning, Design and Construction (PDC)-previously referred to as Capital projects-that will handle new construction and major rehabilitation projects. This unit will manage projects with a value greater than \$2.5M. The Office of PDC will work with agencies to establish master plans that are driven by the strategic plans of each agency. The master planning opportunity will insure that a full analysis is done of agency needs that incorporates service delivery trends, use of technology and opportunities for co-location with other agencies. The new model creates the Office of Facilities Management & Maintenance (formerly Facilities Management) is responsible for the management of all active campuses and buildings and surplus property and is led by the Associate Director of Facilities Management & Maintenance. The Office of OFMM has oversight for the following Property Management functions:

- Space Management: Expansion or modification of the State's portfolio.
  - Contracting: Extension, cancellation or execution of new/existing vendor contracts.
  - Deferred Maintenance Investments: Large projects focused on repair and replacement of deteriorating assets.
  - Capital Equipment replacement: Replacement of infrastructure and equipment as needed.
  - Leasing/New Construction: Execution of lease agreements on behalf of client state agencies.
- Facilities Management & Maintenance is responsible for handling day to day operations at all state facilities where DCAMM has direct oversight including handling minor repairs (under \$2.5M), setting up and overseeing facility/campus security, ensuring appropriate ADA access at all facilities, responding to facility emergencies 24/7, managing traffic flows and wayfinding systems, maintaining an efficient and effective communication system with all building/facility/campus tenants, grounds keeping/landscaping, utilities management, snow removal, care/maintenance of artwork and historic artifacts, etc.

#### Statutory History

In the FY 2018 revised budget, facilities management shifted to the internal service funds pursuant to the authorization provided by the General Assembly in the FY 2018 Appropriations Act. Public Law 2019, ch. 88, art. 4, § 4 moved the Construction, Permitting, Approvals, and Licensing Program be moved to the Department of Business Regulations in FY 2019.

# Budget

## Department of Administration

### Capital Asset Management and Maintenance

Expenditures by Sub Program	2023 Actuals	2024 Actuals	2025 Enacted Budget	2025 Revised Budget	2026 Recommended
Capital Asset Management And Maintenance Admin	412,444	489,231	159,803	335,084	91,092
Facilities Management And Maintenance	8,025,519	7,642,006	7,715,523	7,711,149	8,707,765
Planning, Design And Construction	1,414,555	1,214,107	2,056,353	1,890,990	186,483
<b>Total Expenditures</b>	<b>9,852,517</b>	<b>9,345,344</b>	<b>9,931,679</b>	<b>9,937,223</b>	<b>8,985,340</b>
<b>Expenditures by Object</b>					
Salary and Benefits	1,733,659	1,298,689	2,001,889	1,946,456	0
Contract Professional Services	6,775	227,340	27,617	27,617	27,617
Operating Supplies and Expenses	8,202,063	7,925,921	7,897,173	7,958,150	8,952,723
<b>Subtotal: Operating</b>	<b>9,942,496</b>	<b>9,451,950</b>	<b>9,926,679</b>	<b>9,932,223</b>	<b>8,980,340</b>
Capital Purchases and Equipment	15,515	2,052	5,000	5,000	5,000
Operating Transfers	(105,494)	(108,659)	0	0	0
<b>Subtotal: Other</b>	<b>(89,979)</b>	<b>(106,607)</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>
<b>Total Expenditures</b>	<b>9,852,517</b>	<b>9,345,344</b>	<b>9,931,679</b>	<b>9,937,223</b>	<b>8,985,340</b>
<b>Expenditures by Source of Funds</b>					
General Revenue	9,881,144	9,345,344	9,931,679	9,937,223	8,985,340
Federal Funds	(28,627)	0	0	0	0
<b>Total Expenditures</b>	<b>9,852,517</b>	<b>9,345,344</b>	<b>9,931,679</b>	<b>9,937,223</b>	<b>8,985,340</b>

# Personnel

## Department of Administration

### Capital Asset Management and Maintenance

		FY 2025		FY 2026	
		FTE	Cost	FTE	Cost
<b>Classified</b>					
ARCHITECT BUILDING COMMISSION	0335 A	1.0	104,501	1.0	108,681
ASSOCIATE DIRECTOR OF ADMINISTRATION-CENTRAL SERVICES	0147 A	1.0	151,707	1.0	163,955
ASST DIR STWIDE CAP ASSET PJ M	0143 A	1.0	145,395	1.0	151,006
PROJECT MANAGER I (DOA)	0139 A	4.0	442,962	4.0	468,771
PROJECT MANAGER II (DOA)	0141 A	2.0	253,120	2.0	271,551
PROJECT MANAGER III (DOA)	0143 A	1.0	131,372	1.0	142,799
<b>Subtotal Classified</b>		<b>10.0</b>	<b>1,229,057</b>	<b>10.0</b>	<b>1,306,763</b>
<b>Unclassified</b>					
EXECUTIVE SECRETARY (STATE PROPERTIES COMMITTEE)	0321 A	1.0	58,958	1.0	61,316
<b>Subtotal Unclassified</b>		<b>1.0</b>	<b>58,958</b>	<b>1.0</b>	<b>61,316</b>
<b>Subtotal</b>		<b>11.0</b>	<b>1,288,015</b>	<b>11.0</b>	<b>1,368,079</b>
Transfer Out			(29,479)		(30,658)
Overtime			40,206		41,814
Turnover			(25,160)		(2,058,478)
<b>Total Salaries</b>			<b>1,273,582</b>		<b>(679,243)</b>
<b>Benefits</b>					
FICA			86,340		86,787
Health Benefits			143,347		152,937
Payroll Accrual			6,601		6,610
Retiree Health			44,468		36,871
Retirement			359,388		363,139
<b>Subtotal</b>			<b>640,144</b>		<b>646,344</b>
<b>Total Salaries and Benefits</b>		<b>11.0</b>	<b>1,913,726</b>	<b>11.0</b>	<b>(32,899)</b>
<b>Cost Per FTE Position</b>			<b>173,975</b>		<b>-2,991</b>
Statewide Benefit Assessment			32,730		32,899
<b>Payroll Costs</b>		<b>11.0</b>	<b>1,946,456</b>	<b>11.0</b>	<b>0</b>
<b>Purchased Services</b>					
Clerical and Temporary Services			16,100		16,100
Design and Engineering Services			4,000		4,000
Legal Services			1,517		1,517
Other Contracts			6,000		6,000
<b>Subtotal</b>			<b>27,617</b>		<b>27,617</b>
<b>Total Personnel</b>		<b>11.0</b>	<b>1,974,073</b>	<b>11.0</b>	<b>27,617</b>

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## Personnel

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### Department of Administration

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### Capital Asset Management and Maintenance

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	FY 2025		FY 2026	
	FTE	Cost	FTE	Cost
<b>Distribution by Source of Funds</b>				
General Revenue	11.0	1,974,073	11.0	27,617
<b>Total All Funds</b>	<b>11.0</b>	<b>1,974,073</b>	<b>11.0</b>	<b>27,617</b>

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## Performance Measures

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### Department of Administration

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#### Capital Asset Management and Maintenance

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##### Expenditures Against Capital Budget

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The Division of Capital Asset Management and Maintenance (DCAMM) oversees many large-scale, multi-year construction projects for the state. The figures below represent the percent of Rhode Island Capital Plan Fund dollars spent across the project portfolio by state fiscal year. The goal is measured against the final enacted budget figures. [Note: This performance measure was established in FY 2023 and historical targets are not available.]

	<i>Reporting Period: State Fiscal Year</i>				
<i>Frequency: Annual</i>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>
<b>Target</b>	--	75%	75%	60%	60%
<b>Actual</b>	38%	38%	45%	--	--