

**SENATE COMMITTEE ON WAYS AND MEANS
SUPPLEMENTAL BUDGET REQUESTS FOR FISCAL YEAR 2010-2011**

JANUARY 14, 2010

TESTIMONY OF THE DEPARTMENT OF BUDGET AND FINANCE

The Department of Budget and Finance's (DB&F) mission is to enhance long-term productivity and efficiency in government operations by providing quality budget and financial services that prudently allocate and effectively manage available resources. Functional organization charts display the organizational structure of the DB&F with fifteen programs aligned functionally, as follows:

- BUF 101, which is the Departmental Administration and Budget Division program;
 - BUF 115, our Financial Administration program;
 - * BUF 141, the Employees' Retirement System;
 - * BUF 143, the Hawaii Employer-Union Trust Fund;
 - * BUF 151, the Office of the Public Defender;
 - * BUF 901, the Public Utilities Commission;
 - BUF 721, Debt Service Payments;
 - BUF 725, Debt Service Payments-DOE;
 - BUF 728, Debt Service Payments-UH;
 - * BUF 741, Retirement Benefits Payments;
 - * BUF 745, Retirement Benefits Payments-DOE;
 - * BUF 748, Retirement Benefits Payments-UH;
 - BUF 761, Health Premium Payments;
 - BUF 765, Health Premium Payments-DOE; and
 - BUF 768, Health Premium Payments-UH.
- * Administratively Attached agencies/programs

The first two programs are the Department's direct programs, the Director's Office, the Administrative and Research Office, the Budget, Program Planning and Management Division, and the Financial Administration Division. The next four programs annotated with asterisks are agencies administratively attached to the Department. The last nine programs cover payments for non-discretionary cost items placed under separate program designations.

Table 1 displays the Department-wide Budget Summary for DB&F for FY 10 and the FY 11 Supplemental Budget request.

Table 2 includes the major functions and activities of the Department and are prioritized based on the Department's direct programs versus those that are administratively attached and serve separate and distinct purposes.

Current economic and financial conditions have had a significant impact on the DB&F and have brought to the forefront the importance of our mission. The contraction of the State's economy and the resulting reduction in general fund tax revenues forecasted by the Council on Revenues (COR) has resulted in an approximate \$1.23 billion shortfall for the period FY 10 to FY 11. The Department has been closely monitoring the tax collections and downward revisions to the projected tax collections first made by the COR in September 2007. Restrictions in FY 08 were implemented and the Departments' expenditures closely scrutinized in order to reduce the level of expenditures to reflect the reduction in revenues. Along with the four percent (4.0%) reductions imposed by the Legislature in FY 09, additional restrictions in FY 09 and FY 10 were implemented and the Department continues to closely scrutinize expenditures in order to meet the challenges of a weakened economy. The Department has confronted this daunting challenge by:

1. Preparation of a FY 11 supplemental budget that reflects on average a 13.85% reduction - the equivalent of three furlough days per month - in spending by all of the departments.

The DB&F's budget request reflects savings that exceed its general fund reduction targets by \$500K for operating expenses. However, general funded statewide fringe benefit savings fall short of the FY 11 target cuts for a net

shortfall in general fund reductions of \$31.2 million. The shortfall is offset by other revenue enhancements and expenditure reductions included in the State's financial plan.

2. Re-evaluation of programs, revenue generators and revenue offsets to focus on the State's core mission of providing primary public services;
3. Shifting costs as appropriate to non-general funded programs;
4. Completion of refunding/restructuring opportunities that generated approximately \$280.6 million of general obligation bond debt service reductions in FY 10 to FY 11.

The municipal bond market has returned to what can be considered normal trading levels and activity in 2009. In September 2008, a number of events caused the municipal bond market to basically shut down for a few weeks. While a small number of transactions were being done at that time, the cost to borrow funds in the market increased dramatically for all issuers across the board, with generally greater impact to those issuers with ratings of BBB or lower. The Department has been able to access the market and sell general obligation bonds since the market disruption in September 2008. In June 2009, the Department sold \$500 million of new money general obligation bond sale (Series DQ) and \$225.4 million of refunding bonds (Series DR) which provided debt service relief in the amount of \$100 million in FY 10 and \$105 million in FY 11. Furthermore, in November 2009, the Department sold refunding general obligation bonds (Series DT, DU, DV, and DW) which provided an additional \$75.6 million of debt service relief in FY 10.

5. The State proposes discontinuation of employer contributions for: a) Medicare Part B reimbursements to spouses of retirees, and b) life insurance premiums for government employees and retirees. Annual estimated employer contribution savings are \$12.5 million.

At the department level like all other departments, furloughs, layoffs, hiring freezes, and funding restrictions will impact operations, creating delays and backlogs for our programs. However, we will do our part to operate with less. Divisions and attached agencies continue to assess cost saving alternatives and allocation of resources. The DB&F direct programs are staffed at reasonable levels with the recent layoffs, retirements, and funding restrictions. The direct programs share certain staff resources specifically for administrative type services and will need to focus only on basic core and critical functions. The attached agencies have been impacted as well and attached agency administrators will discuss these impacts in greater detail.

With this economic backdrop and in keeping with the Executive supplemental budget policy and guidelines, the Department's operating budget request for FY 2011 abolishes positions and reduces expenditures authorized by Act 162, Session Laws of Hawaii 2009, to reflect layoffs, furloughs, and other labor related savings. The abolishment of 12.75 FTE positions (general fund) is based on consolidation and reassignment of functions. These reductions will require changes in how the Department operates and prioritization of functions to best utilize remaining staff and resources in carrying out our mission. The FY 11 budget request also shifts certain general funded costs to non-general funds based on the support provided to the non-general funded programs both within the DB&F and in other departments. In the BUF 101, Departmental Administration program, the means of financing for an Office

Assistant position is converted from general funds (0.75) to interdepartmental transfer funds (U-funds) as the position will be funded in part by non-general funded programs that receive clerical support from the position. For the BUF 115, Financial Administration program, an Accountant V position is converted from general funds (1.00) to inter-departmental transfer funds as the position supports non-general funded programs participating in the State's investment pool. Finally, budget requests for programs funded by special, trust, and other funds also reflect reductions for labor savings.

In the current fiscal year, the Department's appropriation totals \$1.62 billion and the following table summarizes the Department's FY 10 appropriations, restrictions and allocations.

DEPARTMENT OF BUDGET AND FINANCE - FY 10

	APPRN FY 10	RESTRICTIONS FY 10	ALLOCATION FY 10	
TOTAL DEPARTMENT				
PERS SERV	26,935,182	(2,866,583)	24,068,599	
CURR EXP	22,467,760	(93,072)	22,374,688	
FIX CHARGE	1,568,947,671	(69,215,798)	1,499,731,873	
EQUIP	211,700	0	211,700	
	Perm	323.00	0.00	323.00
	Temp	64.00	0.00	64.00
TOTAL	1,618,562,313	(72,175,453)	1,546,386,860	
	Perm	0.00	0.00	0.00
	Temp	0.00	0.00	0.00
LESS: INTER-DEPT	5,525	0	5,525	
	Perm	51.00	0.00	51.00
	Temp	0.00	0.00	0.00
SPEC FUND	9,963,842	(327,555)	9,636,287	
	Perm	31.00	0.00	31.00
	Temp	13.00	0.00	13.00
TRUST FUND	12,431,726	(225,005)	12,206,721	
	Perm	99.00	0.00	99.00
	Temp	1.00	0.00	1.00
OTHER FUND	11,317,896	(669,944)	10,647,952	
	Perm	142.00	0.00	142.00
	Temp	50.00	0.00	50.00
GENERAL FUND	1,584,843,324	(70,952,949)	1,513,890,375	

The DB&F's FY 10 general fund appropriations are comprised of \$1.57 billion or 99.0% in non-discretionary expenses (debt service, retirement system, health fund, witness fees, and court-appointed counsel), and \$15.9 million or 1.1% in discretionary expenses. Programs will meet targeted reductions primarily through labor savings generated from layoffs, furloughs, and hiring and expenditure freezes. General fund restrictions total \$70.9 million in FY 10 and includes employer costs for pension accumulation and social security/medicare. Table 1 also provides a departmental summary of the FY 10 allocations. Table 4 details the impact of restrictions imposed in FY 10.

The Department's Supplemental Budget request (all MOF) represents a net decrease of \$46.481 million in FY 11. General funds are decreased by \$45.49 million and 12.75 positions are abolished; Special funds are decreased by \$349K; Trust funds are decreased by a net \$23K which is comprised of \$240K in labor savings and an increase of 5.00 FTE positions and \$217K to continue the Unclaimed Property outreach program (Legislature cut 5.00 temporary positions and funds for the Unclaimed Property outreach program for FY 11 in Act 162, SLH 2009); Inter-departmental funds are increased by 1.75 FTE and \$96K consistent with the cost shifting of certain positions from general to non-general funds; and Other funds are decreased by \$715K. Requested funding levels for the biennium are as reflected in the following table:

	<u>ACT 162/09</u> <u>FY 11</u>	<u>Budget Adj</u> <u>FY 11</u>	<u>TOTAL</u> <u>FY 11</u>	
TOTAL DEPARTMENT				
PERS SERV	26,661,443	(3,152,107)	23,509,336	
CURR EXP	21,070,939	(93,072)	20,977,867	
FIX CHARGE	1,633,728,664	(43,236,808)	1,590,491,856	
EQUIP	251,300	0	251,300	
	Perm	323.00	-6.00	317.00
	Temp	59.00	0.00	59.00
TOTAL	1,681,712,346	(46,481,987)	1,635,230,359	
	Perm	0.00	1.75	1.75
	Temp	0.00	0.00	0.00
LESS: INTER-DEPT	5,525	96,078	101,603	
	Perm	51.00	0.00	51.00
	Temp	0.00	0.00	0.00
SPEC FUND	9,598,721	(349,390)	9,249,331	
	Perm	31.00	5.00	36.00
	Temp	8.00	0.00	8.00
TRUST FUND	11,218,651	(23,070)	11,195,581	
	Perm	99.00	0.00	99.00
	Temp	1.00	0.00	1.00
OTHER FUND	11,317,896	(714,605)	10,603,291	
	Perm	142.00	-12.75	129.25
	Temp	50.00	0.00	50.00
GENERAL FUND	1,649,571,553	(45,491,000)	1,604,080,553	

The Department's supplemental budget request includes the following:

1. The BUF 101, Departmental Administration and Budget Division Program, abolishes 8.75 permanent positions (Departmental Personnel Officer, PBA Manager I, Accountant V, Office Assistant III (.75 FTE), four (4) PBA V, and a PBA Manager II) and general funds of -\$1.03 million in FY 11 as compared with appropriations contained in Act 162, SLH 2009. The general fund reduction includes a \$93K cut to the Bishop Museum subsidy. The means of financing for an Office Assistant position is changed from general funds (.75 FTE) to interdepartmental transfer funds (U-Funds) as the position will be funded in part by non-general funded programs that receive clerical support from the position. U-Funds are correspondingly increased by \$31K and .75 FTE.
2. The BUF 115, Financial Administration program, reduces general funds by -\$226K in FY 11 and abolishes 3.00 permanent positions (Secretary III, Account Clerk IV, and Accountant V). Included is the conversion of one general funded Accountant V position to U-Funds (\$64K) as the position supports non-general funded programs participating in the State's investment pool. The FY 11 request also makes permanent, the Unclaimed Property Outreach program through an increase in Trust funds of \$216K and 5.00 permanent positions. This request is to re-establish the 5.00 temporary Unclaimed Property Outreach positions and funds that were cut by the Legislature in Act 162, SLH 2009, and requests permanent positions.
3. The BUF 141, Retirement program, is reduced by \$715K in other funds (X-Funds) and reflects savings from imposed furloughs.
4. The BUF 143, Hawaii Employer-Union Trust Fund program, is reduced by \$188K in FY 11 as a result of imposed furloughs.

5. The BUF 151, Office of the Public Defender's general fund budget request for FY 11 reflects a reduction of \$997K (due to furloughs, layoffs, and hiring freezes) and abolishment of one Clerk III position.
6. The BUF 901, Public Utilities Commission program, is reduced by \$349K in special funds due to furloughs and layoffs.
7. The BUF 721/BUF 725/BUF 728, Debt Service Payments programs, include a decrease of \$17.8 million from the FY 11 appropriation based on actual debt service incurred versus budgeted amounts for bond sales in FY 09 and FY 10; and lowered interest rates (6.0% to 5.25%) for projected issuances through FY 15.
8. The BUF 741/BUF 745/BUF 748, Retirement Benefits Payments programs, include a decrease of \$45.9 million from Act 162/SLH 2009 FY 11 appropriations. Pension Accumulation (PA) is decreased by \$30.8 million and Social Security/Medicare by \$15.1 million. Lower salaries due to furlough and layoffs have reduced requirements for fringe benefit payments.
9. The BUF 761/BUF 765/BUF 768, Health Premium Payments programs, budget request reflects additional funding in FY 11 of \$20.6 million due to premium increases for retiree plans effective January 1, 2010.

Department-Wide Summary Information detailing the FY 11 Supplemental Budget request at the Department level is reflected in Table 1 – Department-Wide Summary Information (by MOF) and by program ID in Table 3 - Resources by Program ID .

Table 5 - Proposed FY 11 Reductions and Table 6 - Proposed FY 11 Additions

summarize the adjustments from Act 162, Session Laws of Hawaii 2009, to requested

FY 11 funding levels. Table 9, Budget Decisions, details our Department's requests and the Executive level funding decisions.

Table 7, Non-general funds (excluding Federal Funds) summarizes the Department's non-general fund balances as of November 30, 2009. As reflected in Table 8, the Department has no emergency funding requests for FY 10.

Table 10, Vacancy Report, includes a listing of program vacancies as of November 30, 2009. Programs have been impacted by the freeze on filling of vacancies and continue to address only the most critical activities given current fiscal conditions, exercising fiscal prudence and redistributing workload among existing staff as necessary. Table 11, Personnel Separations, provides a listing of separations for the period of July 1, 2008 to November 30, 2009. Table 12, New Hires, lists all positions that were filled during the same period. Table 13, Reduction in Force (RIF) Actions, summarizes RIF impacted positions. As noted in Table 14, the Public Utilities Commission (PUC) received federal grant funds under the American Recovery and Reinvestment Act (ARRA) to increase expertise in energy-related proceedings before the Commission. Intradepartmental transfers made in FY 09 are noted in Table 15. In FY 10, there are no intradepartmental transfers through November 30, 2009. Finally, the Department has no CIP request for the FY 11 Supplemental Budget as reflected in Table 16.

This concludes the testimony for the Department of Budget and Finance. I would be happy to respond to any questions you may have at this time on the DB&F direct programs. Each administratively attached agency has also included impact statements and is available to answer any questions you may have on their respective programs.

Program ID: BUF 141
Program Title: Employees' Retirement System

Economic Impact/Alternatives Considered:

The uncertain economic times during the past two years resulted in most investors and public pension funds being negatively impacted by the volatility and marked downturn of the financial markets. Unfortunately, the ERS was negatively impacted by this downturn which resulted in investment losses over the fiscal years 2008 and 2009 of approximately 4% and 18%, respectively. These losses contributed to the increase in the ERS's unfunded actuarial accrued liability (UAAL) from \$5.2 billion in 2008 to \$6.2 billion in 2009. Because of the four-year actuarial smoothing method, these losses will be carried over for the next two to three years and will continue to affect the UAAL over that period.

The challenges with the State economy and budget have created uncertainty and instability among State employees about their jobs and benefits. This uncertainty, in part, has contributed to an increase in retirement related requests and filings for retirement.

The increase in the ERS's workload, coupled with a 15% - 20% vacant position rate at the ERS because of retirements and out-of-state relocations, has made it extremely difficult to keep up with the requests and filings. The Executive hiring freeze will continue to keep the ERS's vacant position rate at a 15% or higher level.

Further, the ERS' operation has been impacted through the undertaking of major projects such as the Hybrid Plan Upgrade Program. This program, under State law, permits approximately 24,000 eligible Hybrid Plan members to upgrade their previous Noncontributory Plan service to Hybrid Plan service at an actuarial cost. Since the

program's inception on October 1, 2009, the ERS has received over 10,000 inquiries and requests. In addition, the ERS has received over 2,200 payments amounting to over \$124 million. Eligible members have until April 3, 2010 to make their election and up to September 30, 2010 to make their payments or transfers.

The ERS has utilized outsourcing and has proposed certain operational changes to deal with these challenges. To assist with the Hybrid Plan Upgrade Program, the ERS hired two (2) consulting firms to provide communication services and computer programming changes to record payments and convert service from one plan to the other. In addition, the computer system will be able to calculate pension benefits with the upgraded service.

The ERS also proposes to pay pension benefits on a monthly basis rather than semi-monthly and require recipients to use direct deposit for the payments instead of receiving pension checks. There are approximately 25,000 out of 38,000 pensioners and beneficiaries who are paid semi-monthly and 1,400 who receive pension checks. The ERS estimates that it will save approximately \$955,000 annually in other funds by implementing these two changes.

Program ID: BUF 143
Program Title: Hawaii Employer-Union Health Benefits Trust Fund

Economic Impact/Alternatives Considered:

Employer actions to address revenue shortfalls have a ripple effect on the Hawaii Employer-Union Health Benefits Trust Fund (EUTF). The layoffs being completed by the State will add a significant workload to the program, with higher volumes of enrollment forms being received for processing by the EUTF staff along with an overall larger volume of enrollment related inquiries. The uncertainties of the current State budget have also resulted in hundreds of additional employees filing for a November or December 2009 retirement.

All EUTF employees have been furloughed two (2) days per month. This has added to the serious workload issues that the EUTF faces with the processing of enrollment forms, adjustments to payroll deductions and the handling of inquires from its employee-beneficiaries.

Health benefit premiums for the EUTF increased 23.7% effective July 1, 2009 for active employees. Due to the State's economic situation, employer contribution for health benefit premiums remained the same as the previous fiscal year (FY 2008-2009) and employee contributions have significantly increased.

The EUTF trustees have implemented several cost reduction savings to its prescription drug plan. They have also added a lower cost PPO plan and conducted a dependent eligibility audit in its effort to control costs for its health benefit plans.

Program ID: BUF 151
Program Title: Office of the Public Defender

Economic Impact/Alternatives Considered:

The Office of the Public Defender (OPD) has been significantly affected by the furloughs and the overall freeze on filling of vacant positions. It is noted that the other partners in the statewide criminal justice system, such as the county police departments, prosecutors' offices, and the Judiciary have thus far apparently been able to continue to re-fill their vacant positions.

The most serious effects have been felt in our Maui office which represents clients in the Second Circuit (Maui, Molokai, and Lanai). Two of the thirteen authorized Deputy Public Defenders (DPD) in the Maui office are vacant, however, requests to fill these positions are currently pending consideration. Leaves of absence by two other DPD,s in the Maui office have created shortages that require Oahu office DPD staff to fly in to cover court sessions on Molokai and Lanai. While this is not a daily occurrence since district and family courts hold sessions on those islands either once per month or once every other month, it does present problems in terms of management of the Oahu caseloads because the Oahu deputies must be taken off their normal cases to effect coverage on Molokai and Lanai.

On Kauai, three DPDs service the entire county. One DPD III recently became vacant in November 2009. This vacancy has impacted on case preparation times for the remaining DPDs and has resulted in a growing caseload backlog for the Kauai office. The Kauai office must also close on some business days because the office is currently staffed with only one legal steno

(the other clerical position recently became vacant due to a retirement during October 2009). If the existing legal steno goes on vacation, sick leave or needs to run errands, the Kauai office currently has no coverage especially when the DPDs are in court or visiting clients at the correctional center. A request to fill this position is also pending consideration.

On Oahu, four vacant deputy public defender positions have resulted in caseloads to increase for the remaining deputies. To address these vacancies, certain DPDs have taken on additional supervisory responsibilities and have also been handling cases that are more serious than the type of cases their job classifications would normally call for. Continued high caseloads will mean a decline in the quality of representation for the public, higher overall staff turnover, and other operational difficulties.

While OPD employees have and continue to be true professionals that deliver representation of a high quality, each vacated position results in the remaining staff's need to absorb the extra caseload. The office has ten DPD vacancies statewide – this is approximately one-tenth of the authorized number of legal staff. Any further cuts will continue to erode the ability of the OPD to deliver the constitutionally required legal services to the public.

Program ID: BUF 901
Program Title: Public Utilities Commission

Economic Impact/Alternatives Considered:

The contraction of the State of Hawaii's (State) economy has significantly impacted the Public Utilities Commission's ("Commission") operations in the areas of personnel services, staff training, and procurement. Abolishment of nine (9) vacant positions by Act 162, Session Laws of Hawaii 2009, and labor costs reductions due to implementation of furlough days, and hiring restrictions on critical existing and new positions (pursuant to Act 177, Session Laws of Hawaii 2007), requires the Commission to reallocate activities among existing resources while facing increasing workload demands. The Commission's increased workload is primarily due to a significant increase in focus in the energy industry, which is largely driven by the Hawaii Clean Energy Initiative ("HCEI") Agreement, which was designed to move the State away from its dependence on imported fossil fuels for electricity and ground transportation, and toward indigenously produced renewable energy and executed on October 20, 2008 by the Governor of the State, the State Department of Business, Economic Development and Tourism, the State Division of Consumer Advocacy of the Department of Commerce and Consumer Affairs, and Hawaiian Electric Company, Inc., Hawaii Electric Light Company, Inc., and Maui Electric Company, Inc. (collectively "HECO Companies").

While the Commission is entirely supported by special funds, the Commission continues to pursue and seek opportunities to streamline and automate administrative processes to increase operational efficiencies. The

major undertaking by the Commission to counter the restrictions in resources and spending caused by the State's current economic condition was the application for American Recovery and Reinvestment Act ("ARRA") funding opportunity no. DE-FOA-0000100 issued by the United States Department of Energy to increase the regulatory capacity of the Commission specifically in energy-related areas. The Commission was awarded approximately \$782 thousand dollars on November 1, 2009 and will use the ARRA funds to hire temporary staff and send new and existing staff to energy-related training over the next two and one-half to three years.

Department of Budget and Finance
 Department-wide Budget Summary

Table 1

Fiscal Year (FY) 2010				
Act 162/09 Appropriation (a)	Restriction (b)	Emergency Appropriation (c)	Total FY10 (d)	MOF
1,584,843,324	(70,859,877)		1,513,983,447	A
9,963,842	(327,555)		9,636,287	B
			-	N
12,431,726	(225,005)		12,206,721	T
5,525			5,525	U
11,317,896	(669,944)		10,647,952	X
1,618,562,313	(72,082,381)	-	1,546,479,932	Total
Fiscal Year (FY) 2011				
Act 162/09 Appropriation (e)	Reductions (f)	Additions (g)	Total FY11 (h)	MOF
1,649,571,553	(66,049,312)	20,558,312	1,604,080,553	A
9,598,721	(349,390)		9,249,331	B
			-	N
11,218,651	(240,006)	216,936	11,195,581	T
5,525		96,078	101,603	U
11,317,896	(714,605)		10,603,291	X
1,681,712,346	(67,353,313)	20,871,326	1,635,230,359	Total

Department of Budget and Finance
Priority List of Functions

Table 2

Pri #	Description of Function	Activities	Prog ID(s)	Statutory Reference
1a	Facilitate and improve the executive resource allocation process by undertaking planning, programming, and budgeting, through sound recommendations on all phases of program scope and funding.	Conduct continuous review and advise the Director and Governor on the financial condition of the State and on State budget policies.	BUF 101	Section 26-8, Hawaii Revised Statute
		Assist in the preparation, explanation, and administration of the State's proposed six-year program and financial plan and the State budget.		
		Advise and monitor State agencies for compliance with budget execution policies and procedures.		
		Perform analysis of State programs, operations, problems, and issues to provide management with a sound, rational basis for decision making.		
		Provide staff services for the Governor as required.		
		Provide administrative support activities to the Department.		
1a	Maximize the value, investment, and use of State funds through planning, policy development, the timely scheduling of state bond financing, and the establishment of appropriate cash management controls and procedures.	Receive, safeguard, and disburse funds to meet State funding obligations in the State Treasury	BUF 115	Section 26-8, Hawaii Revised Statute
		Maximize investment of funds		
		Plan, direct, and coordinate the issuance and marketing of bonds		
1a	Make debt service payments payments associated with General Obligation and General Obligation Reimbursable Bonds issued by the State.	Makes debt service payments associated with General Obligation and General Obligation Reimbursable Bonds issued by the State	BUF 721 BUF 725 BUF 728	Section 26-8, Hawaii Revised Statute
1a	Make payment of employer contributions for State government employee health benefits.	Makes employer contributions for health benefit premiums for state employees, retirees and their dependents.	BUF 761 BUF 765 BUF 768	Chapters 87A and 87D, Hawaii Revised Statute
1b	Maximize the receipt of unclaimed property or funds from holders and to return the property or funds to their rightful owners.	Receives unclaimed property or funds from holders and holds them in trust until they are returned to their rightful owner	BUF 115	Chapter 523A, Hawaii Revised Statute

Department of Budget and Finance
Priority List of Functions

Table 2

Pri #	Description of Function	Activities	Prog ID(s)	Statutory Reference
2	Administer retirement and survivor benefits for State and county employees, retirees, and inactive vested members and prudently manage the ERS' return on investments.	Provides various membership services including pre-retirement counseling; computation of retirement, disability and death benefits; enrollment of new State and county employees into the appropriate retirement plan; conducting disability hearings and appeals.	BUF 141	Chapter 88, Hawaii Revised Statute
		Budgets, accounts for and safeguards all assets of the ERS; ensures tax qualified status of the fund; and processes retirement benefit payments.		
		Plans, administers and oversees investments of the ERS' multi-billion dollar portfolio including stocks, bonds, foreign securities, mortgage loans, real estate, alternative investments, and short-term instruments.		
2	Make payment of employer contributions for State government employee retirement benefits including pension accumulation and social security/medicare.	Makes payments for employer contributions towards State government employee retirement benefits including pension accumulation and social security/medicare.	BUF 741 BUF 745 BUF 768	Chapter 88 and Section 26-8, Hawaii Revised Statute
2	Administer health and life insurance benefits for eligible active and retired State and county public employees and their eligible dependents by providing quality service levels to employee-beneficiaries and dependent-beneficiaries and complying with federal and State legal requirements.	EUTF Board of Trustees determine the nature and scope of the benefit plans offered, negotiate and enter into contracts with insurance carriers, administer self-funded plans, establish eligibility and management policies for the Trust Fund, and oversee all Trust Fund activities.	BUF 143	Chapter 87A, Hawaii Revised Statute
		EUTF staff train State and county personnel and fiscal officers on enrollment procedures, collect employer and employee contributions, remit premiums to insurance carriers, provide enrollment services to State and county retirees, administer the federal COBRA Law, assist the Department of Human Resources Development in administration of the State of Hawaii's Premium Conversion Plan and comply with HIPAA privacy and security regulations and policies related to enrollment information.		
2	Safeguard the rights of individuals in need of assistance in criminal, mental commitment and family cases by providing effective legal representation as constitutionally and statutorily mandated.	Provide comprehensive legal and other necessary services to the indigent in criminal, mental commitment and family cases as required by federal and State constitutions, State statutes, judicial rules and decisions and opinions, and the canons of professional ethics.	BUF 151	Chapter 802, Hawaii Revised Statute

Department of Budget and Finance
Priority List of Functions

Table 2

Pri #	Description of Function	Activities	Prog ID(s)	Statutory Reference
2	Ensure that regulated companies efficiently and safely provide their customers with adequate and reliable services at just and reasonable rates, while providing regulated companies with a fair opportunity to earn a reasonable rate of return.	Establish rules and regulations pertaining to service standards.	BUF 901	Chapter 269, Hawaii Revised Statutes
		Render decisions on rates, fares, and charges.		
		Process applications, issue certificates to regulated companies, and conduct investigations and audits of regulated companies.		
		Conduct investigations of complaints filed against public utilities, other regulated entities, and companies utilizing services under the Commission's jurisdiction.		
		Maintain the fiscal integrity of the Public Utilities Commission Special Fund.		
	Note: Prioritizations are based on B&F direct program (1) functions versus those of the attached agencies (2). Equal weighting is given to functions with the same priority number.			

Department of Budget and Finance
Resources by Program ID

Table 3

Prog ID/Org	Program Title	As budgeted in Act 162/09 (FY11)			Governor's Submittal (FY11)			MOF
		Pos (P)	Pos (T)	\$\$\$	Pos (P)	Pos (T)	\$\$\$	
BUF 101 AA	Departmental Administration & Budget Div	18.00	-	9,697,267	14.25		9,308,504	A
BUF 101 AA	Departmental Administration & Budget Div	-		-	0.75		31,343	U
BUF 101 BA	Departmental Administration & Budget Div	28.00		1,992,128	23.00		1,349,997	A
BUF 115	Financial Administration	14.00	-	1,845,203	11.00	-	1,619,237	A
BUF 115	Financial Administration	4.00	-	6,822,048	9.00	-	6,987,155	T
BUF 115	Financial Administration	-	-	5,525	1.00		70,260	U
BUF 141	Employees' Retirement System	99.00	1.00	11,317,896	99.00	1.00	10,603,291	X
BUF 143	Hawaii Employer-Union Trust Fund	27.00	8.00	4,396,603	27.00	8.00	4,208,426	T
BUF 151	Office of the Public Defender	82.00	50.00	9,915,967	81.00	50.00	8,918,635	A
BUF 901	Public Utilities Commission	51.00	-	9,598,721	51.00	-	9,249,331	B
BUF 721-State	Debt Service Payments			229,918,270			225,959,399	A
BUF 725-DOE	Debt Service Payments - DOE			204,995,708			194,855,477	A
BUF 728-UH	Debt Service Payments - UH			75,868,637			72,115,751	A
BUF 741	Retirement Benefits Payments			267,286,521			246,651,441	A
BUF 745	Retirement Benefits Payments - DOE			270,397,184			249,726,061	A
BUF 748	Retirement Benefits Payments - UH			119,672,747			115,035,818	A
BUF 761-State	Health Premium Payments			190,204,383			198,820,766	A
BUF 765-DOE	Health Premium Payments			197,937,761			206,597,259	A
BUF 768-UH	Health Premium Payments			69,839,777			73,122,208	A
TOTAL		142.00	50.00	1,649,571,553	129.25	50.00	1,604,080,553	A
		51.00	-	9,598,721	51.00	-	9,249,331	B
		-	-	5,525	1.75	-	101,603	U

Department of Budget and Finance
Resources by Program ID

Table 3

<u>Prog ID/Org</u>	<u>Program Title</u>	<u>As budgeted in Act 162/09 (FY11)</u>			<u>Governor's Submittal (FY11)</u>			<u>MOF</u>
		<u>Pos (P)</u>	<u>Pos (T)</u>	<u>\$\$\$</u>	<u>Pos (P)</u>	<u>Pos (T)</u>	<u>\$\$\$</u>	
		31.00	8.00	11,218,651	36.00	8.00	11,195,581	T
		99.00	1.00	11,317,896	99.00	1.00	10,603,291	X
		323.00	59.00	1,681,712,346	317.00	59.00	1,635,230,359	ALL

Department of Budget and Finance
Current Year (FY10) Restrictions

Table 4

Prog ID	Restriction \$\$\$	Impact	MOF
BUF 101	(481,847)	Furloughs and layoffs to meet the budget shortfall in the current biennium will necessitate a change in the way business is conducted. Core and critical functions will be the focus of operations through consolidation and reassignment of functions to maximize use of remaining staff. The funding restriction of the Bishop Museum subsidy is based on comparable cuts being made within the Department.	A
BUF 115	(89,021)	Furloughs and layoffs to meet the budget shortfall in the current biennium will necessitate a change in the way business is conducted. Core and critical functions will be the focus of operations through consolidation and reassignment of functions to maximize use of remaining staff.	A
BUF 115	(48,590)	There may be delays in meeting planned levels of service given statewide staff and funding reductions.	T
BUF 141	(669,944)	Delays in meeting planned levels of service have occurred given statewide staff and funding reductions. Workload increases have resulted from furloughs and increases in the number of employees retiring.	X
BUF 143	(176,415)	Delays in meeting planned levels of service have occurred given statewide staff and funding reductions. Workload increases have resulted from furloughs and increases in the number of employees retiring.	T
BUF 151	(1,166,283)	The OPD has experienced difficulties in covering required court sessions across the state. Deputy Public Defenders have been dispatched from Oahu to Neighbor island offices as an emergency arrangement. Assignment of private court-appointed counsel for reasons other than conflict of interest will increase overall costs.	A
BUF 901	(327,555)	Every effort is being made to meet planned levels of service but delays may occur due to statewide staff and funding reductions.	B
BUF 741	(26,304,038)	Lower salary costs due to the RIF and furloughs have reduced the required statutory contributions for Pension Accumulation and Social Security/Medicare.	A

Department of Budget and Finance
Current Year (FY10) Restrictions

Table 4

<u>Prog ID</u>	<u>Restriction \$\$\$</u>	<u>Impact</u>	<u>MOF</u>
BUF 745	(30,558,523)	Lower salary costs due to the RIF and furloughs have reduced the required statutory contributions for Pension Accumulation and Social Security/Medicare.	A
BUF 748	(12,353,237)	Lower salary costs due to the RIF and furloughs have reduced the required statutory contributions for Pension Accumulation and Social Security/Medicare.	A
TOTAL	(72,175,453)		ALL
	(70,952,949)		A
	(327,555)		B
	(225,005)		T
	(669,944)		X

Department of Budget and Finance
Proposed FY11 Reductions

Table 5

Type (CB / RIF / OA)	Description of Reduction	Impact of Reduction	Prog ID	Pos (P)	Pos (T)	\$\$\$	MOF	Carry-over? (Y/N)
CB/RIF	Labor Savings	Furloughs and layoffs to meet the budget shortfall in the current biennium will necessitate a change in the way business is conducted. Core and critical functions will be the focus of operations through consolidation and reassignment of functions to maximize use of remaining staff.	BUF 101AA	(3.75)		(295,691)	A	Y
OA	Bishop Museum Subsidy	The funding reduction to the Bishop Museum subsidy is based on comparable cuts being made within the Department.	BUF 101AA			(93,072)	A	Y
CB/RIF	Labor Savings	Furloughs and layoffs to meet the budget shortfall in the current biennium will necessitate a change in the way business is conducted. Core and critical functions will be the focus of operations through consolidation and reassignment of functions to maximize use of remaining staff.	BUF 101BA	(5.00)		(642,131)	A	Y
CB/RIF	Labor Savings	Furloughs and layoffs to meet the budget shortfall in the current biennium will necessitate a change in the way business is conducted. Core and critical functions will be the focus of operations through consolidation and reassignment of functions to maximize use of remaining staff.	BUF 115 CA	(3.00)		(225,966)	A	Y
CB/RIF	Labor Savings	Operations will continue to be impacted by imposed furloughs. The funding reduction and abolishment of an exempt Clerk III position will also require three Deputy Public Defender and two clerical positions to remain vacant. Operations will be impacted as the OPD is already experiencing difficulties in covering all required court sessions across the state. Clerical support will have to be assumed by remaining staff. Assignment of private court counsel for reasons other than conflict will increase overall costs.	BUF 151 HA	(1.00)		(997,332)	A	Y
OA	Debt Service - State	Reductions are based on actual debt service incurred in FY 2009 and FY 2010; and lowering interest rate from 6.0% to 5.25% for projected issuances through FY 2015. Market trends will be monitored closely to maximize the timing and structuring of bond issuances to ensure favorable GO bond sales for the State.	BUF 721 STATE			(3,958,871)	A	Y
OA	Debt Service - DOE	Reductions are based on actual debt service incurred in FY 2009 and FY 2010; and lowering interest rate from 6.0% to 5.25% for projected issuances through FY 2015. Market trends will be monitored closely to maximize the timing and structuring of bond issuances to ensure favorable GO bond sales for the State.	BUF 725 DOE			(10,140,231)	A	Y
OA	Debt Service - UH	Reductions are based on actual debt service incurred in FY 2009 and FY 2010; and lowering interest rate from 6.0% to 5.25% for projected issuances through FY 2015. Market trends will be monitored closely to maximize the timing and structuring of bond issuances to ensure favorable GO bond sales for the State.	BUF 728 UH			(3,752,866)	A	Y
OA	Retirement - State	Lower salary costs due to the RIF and furloughs have reduced the required statutory contributions for Pension Accumulation and Social Security/Medicare.	BUF 741 STATE			(20,635,080)	A	Y
OA	Retirement - DOE	Lower salary costs due to the RIF and furloughs have reduced the required statutory contributions for Pension Accumulation and Social Security/Medicare.	BUF 745 DOE			(20,671,123)	A	Y
OA	Retirement - UH	Lower salary costs due to the RIF and furloughs have reduced the required statutory contributions for Pension Accumulation and Social Security/Medicare.	BUF 748 UH			(4,636,929)	A	Y
CB/RIF	Labor Savings	Every effort will be made to meet planned levels of service but delays may occur due to statewide staff and funding reductions.	BUF 901 MA			(349,390)	B	Y
CB/RIF	Labor Savings	There may be delays in meeting planned levels of service given statewide staff and funding reductions.	BUF 115 CA			(51,829)	T	Y
CB/RIF	Labor Savings	Delays in meeting planned levels of service have occurred given statewide staff and funding reductions. Workload backlogs will continue as a result of furloughs and layoffs. Every effort is being made to minimize disruption of operations.	BUF 143 EU			(186,177)	T	Y
CB/RIF	Labor Savings	Delays in meeting planned levels of service have occurred given statewide staff and funding reductions. Workload backlogs will continue as a result of furloughs and layoffs. Every effort is being made to minimize disruption of operations.	BUF 141 FA			(714,605)	X	Y
				(12.75)		(67,353,313)	ALL	
						(66,049,312)	A	
						(349,390)	B	
						(240,006)	T	
						(714,605)	X	

Department of Budget and Finance
Proposed FY 11 Additions

Table 6

<u>Description of Addition</u>	<u>Prog ID</u>	<u>Pos (P)</u>	<u>Pos (T)</u>	<u>\$\$\$</u>	<u>MOF</u>
Health Benefit Premiums - State	BUF 761			8,616,383	A
Health Benefit Premiums - DOE	BUF 765			8,659,498	A
Health Benefit Premiums - UH	BUF 768			3,282,431	A
Unclaimed Property Outreach	BUF 115 CA	5.00		216,936	T
Labor Savings-MOF Change	BUF 101AA	0.75		31,343	U
Labor Savings-MOF Change	BUF 115 CA	1.00		64,735	U
		6.75		20,871,326	ALL
Totals by MOF		-		20,558,312	A
		5.00		216,936	T
		1.75		96,078	U

Department of Budget and Finance
Non-general funds (excluding Federal Funds)

Table 7

Name of Fund	Unencumbered Cash Balance	MOF	Statutory Reference
Temporary Deposits - BUF 101AA	5,251	T	Administratively Established
Emergency and Budget Reserve Fund - BUF 101BA	60,422,783	B	Section 328L-3, HRS
Interest Earned Investment Pool - BUF 115	11,299,286	T	Administratively Established
Interest Earned Bond Investment Pool - BUF 115	166,870	T	Administratively Established
Transient Accommodations Tax	8,923,885	T	Section 237D, HRS
Temporary Deposits - Special Purp Rev Bonds Security Deposits - BUF 115	8,000	T	Administratively Established
Taxes Payable to Other State Agencies - BUF 115	0	T	Administratively Established
Taxes Payable to Counties/HTA-TAT - BUF 115	36,601,842	T	Administratively Established
Taxes Payable to Counties - Fuel Tax - BUF 115	0	T	Administratively Established
Taxes Payable to Counties - GET Surcharge - BUF 115	8,861,729	T	Administratively Established
Hawaii Children's Trust Fund - BUF 115	8,413	T	Administratively Established
Unclaimed Property Trust Fund - BUF 115	7,177,169	T	Section 523A-23.5, HRS
Hawaii Employer-Union Health Benefits Trust Fund - BUF 143	394,083	T	Chapter 87A, HRS
Public Utilities Commission Special Fund - BUF 901	889,366	B	Section 269-33, HRS
Petroleum Industry Monitoring & Reporting Special Fund - BUF 901	392,737	B	Section 486J-5.5, HRS

Department of Budget and Finance
Emergency Appropriation Requests

Table 8

<u>Prog ID</u>	<u>Description of Request</u>	<u>FTE</u>	<u>\$\$\$</u>	<u>MOF</u>
	Not Applicable			

Department of Budget and Finance
Budget Decisions

Table 9

Prog ID/Org	Description	MOF	Department Request			Budget & Finance			Governor's Decision		
			Pos (P)	Pos (T)	\$\$\$	Pos (P)	Pos (T)	\$\$\$	Pos (P)	Pos (T)	\$\$\$
BUF 101AA	Labor Savings	A	(3.75)		(295,691)	(3.75)		(295,691)	(3.75)		(295,691)
BUF 101AA	Labor Savings/Conversion from general to interdepartmental funds	U	0.75		31,343	0.75		31,343	0.75		31,343
BUF 101AA	Bishop Museum Subsidy	A			(93,072)			(93,072)			(93,072)
BUF 101BA	Labor Savings	A	(5.00)		(642,131)	(5.00)		(642,131)	(5.00)		(642,131)
BUF 115CA	Labor Savings	A	(3.00)		(225,966)	(3.00)		(225,966)	(3.00)		(225,966)
BUF 115CA	Labor Savings	T			(51,829)			(51,829)			(51,829)
BUF 115CA	Labor Savings/Convert Acct V from General to Inter-Departmental	U	1.00		64,735	1.00		64,735	1.00		64,735
BUF 115CA	Unclaimed Property Outreach	T	5.00		216,936	5.00		216,936	5.00		216,936
BUF 141FA	Labor Savings	X			(714,605)			(714,605)			(714,605)
BUF 143EU	Labor Savings	T			(188,177)			(188,177)			(188,177)
BUF 151 HA	Labor Savings	A	(1.00)		(997,332)	(1.00)		(997,332)	(1.00)		(997,332)
BUF 901 MA	Labor Savings	B			(349,390)			(349,390)			(349,390)
BUF 721	Debt Service Payments - State	A			(3,958,871)			(3,958,871)			(3,958,871)
BUF 725	Debt Service Payments - DOE	A			(10,140,231)			(10,140,231)			(10,140,231)
BUF 728	Debt Service Payments - UH	A			(3,752,886)			(3,752,886)			(3,752,886)
BUF 741	Retirement - State	A			(20,635,080)			(20,635,080)			(20,635,080)
BUF 745	Retirement - DOE	A			(20,671,123)			(20,671,123)			(20,671,123)
BUF 748	Retirement - UH	A			(4,636,929)			(4,636,929)			(4,636,929)
BUF 761	Health Benefit Premiums-State	A			8,616,383			8,616,383			8,616,383
BUF 765	Health Benefit Premiums-DOE	A			8,659,498			8,659,498			8,659,498
BUF 768	Health Benefit Premiums-UH	A			3,282,431			3,282,431			3,282,431

**Department of Budget and Finance
Vacancy Report as of 11/30/09**

Date of Vacancy	Position Title	Position Number	Exempt (Y/N)	Budgeted Amount	Actual Salary Last Paid	MOF	Prog ID	Authority to Hire (Y/N)
6/1/2009	Administrative Svcs Offcr II	00041052	C	\$106,140.00	\$106,140.00	A	BUF101AA	N
8/1/2009	Private Secretary II	00100056	E	\$49,932.00	\$49,932.00	A	BUF101AA	N
10/1/2009	Accountant (Fund Control) IV	00027104	C	\$45,576.00	\$45,576.00	A	BUF115CA	N
11/1/2007	Accountant V	00019043	C	\$50,220.00	\$67,524.00	A	BUF115CA	N
12/31/2008	Retirement System Prgm Spclt	00003857	C	\$73,044.00	\$73,044.00	X	BUF141FA	N
5/30/2009	Office Assistant III	00019501	C	\$32,424.00	\$32,424.00	X	BUF141FA	N
9/16/2008	Accountant III	00023670	C	\$42,132.00	\$42,144.00	X	BUF141FA	N
6/1/2007	Retirement Claims Examiner V	00036372	C	\$42,132.00	\$51,312.00	X	BUF141FA	Y
7/1/2009	Retirement Claims Examiner III	00042442	C	\$55,500.00	\$55,500.00	X	BUF141FA	N
12/31/2008	Office Assistant III	00044457	C	\$33,756.00	\$33,756.00	X	BUF141FA	N
4/20/2009	Office Assistant III	00116683	C	\$27,756.00	\$27,756.00	X	BUF141FA	N
8/15/2008	Office Assistant III	00116684	C	\$26,700.00	\$22,152.00	X	BUF141FA	N
5/15/2009	Office Assistant III	00117311	C	\$25,668.00	\$25,668.00	X	BUF141FA	N
8/25/2009	Retirement Claims Examiner I	00118188	C	\$36,024.00	\$36,024.00	X	BUF141FA	N
10/1/2009	Account Clerk II	00014960	C	\$39,480.00	\$39,480.00	T	BUF143EU	N
9/16/2008	Customer Service Representativ	00116355	E	\$23,736.00	\$25,668.00	T	BUF143EU	Y
8/20/2008	Customer Service Representativ	00116356	E	\$23,736.00	\$25,668.00	T	BUF143EU	Y
10/10/2008	Customer Service Representativ	00116357	E	\$23,736.00	\$25,668.00	T	BUF143EU	Y
3/31/2007	EUTF Clerk II	00017471	E	\$27,768.00	\$27,768.00	T	BUF143EU	N
9/24/2008	EUTF Info Systems Specialist	00119002	E	\$21,072.00	\$43,824.00	T	BUF143EU	Y
4/1/2006	Secretary III	00013050	C	\$32,424.00	\$48,252.00	T	BUF143EU	N
10/10/2009	Clerk Typist III	00101091	E	\$27,756.00	\$27,756.00	A	BUF151HA	N
5/9/2009	Deputy Public Defender I	00102108	E	\$57,072.00	\$57,072.00	A	BUF151HA	N
2/12/2009	Deputy Public Defender II	00100947	E	\$65,268.00	\$65,268.00	A	BUF151HA	N
10/31/2009	Deputy Public Defender II	00101993	E	\$65,268.00	\$65,268.00	A	BUF151HA	N
4/25/2009	Deputy Public Defender II	00102441	E	\$65,268.00	\$65,268.00	A	BUF151HA	N
10/31/2009	Deputy Public Defender II	00102443	E	\$65,268.00	\$65,268.00	A	BUF151HA	N
6/9/2009	Deputy Public Defender III	00101087	E	\$78,288.00	\$78,288.00	A	BUF151HA	N
8/7/2008	Deputy Public Defender III	00102674	E	\$72,384.00	\$75,276.00	A	BUF151HA	N
11/1/2009	Deputy Public Defender III	00113205	E	\$78,288.00	\$78,288.00	A	BUF151HA	N
5/30/2009	Deputy Public Defender IV	00101089	E	\$89,580.00	\$89,580.00	A	BUF151HA	N
8/30/2008	Deputy Public Defender V	00101088	E	\$97,932.00	\$98,508.00	A	BUF151HA	N
9/11/2009	Legal Stenographer I	00100557	E	\$37,968.00	\$36,516.00	A	BUF151HA	N
9/1/2009	Legal Stenographer I	00101701	E	\$42,684.00	\$42,684.00	A	BUF151HA	N
10/4/2008	Chief Researcher	00102437	E	\$80,724.00	\$80,724.00	B	BUF901MA	Y
11/28/2009	Information Technol Spclt V	00119195	C	\$51,312.00	\$51,312.00	B	BUF901MA	N
9/1/2009	Puc Attorney	00102678	E	\$70,088.00	\$70,088.00	B	BUF901MA	N

Department of Budget and Finance
Personnel Separations from 7/01/08 to 11/30/09

<u>Prg ID/Org</u>	<u>Position Number</u>	<u>Perm/T emp</u>	<u>MOF</u>	<u>Position Title</u>	<u>Budgeted FTE</u>	<u>Budgeted Salary</u>	<u>Actual FTE</u>	<u>Actual Salary</u>	<u>BU Code</u>	<u>SR Level</u>
BUF101AA	00041052	R	A	Administrative Svcs Offcr II	1	\$106,140.00	1	\$106,140.00	35	EM07
BUF101AA	00100150	R	A	Deputy Director	1	\$105,528.00	1	\$105,528.00	00	SRNA
BUF101AA	00100056	R	A	Private Secretary II	1	\$49,932.00	1	\$49,932.00	63	SR22
BUF101BA	00040815	R	A	Prgm & Budget Analysis Mgr II	1	\$99,336.00	1	\$104,100.00	35	EM07
BUF101BA	00012186	R	A	Program Budget Analyst V	1	\$73,044.00	1	\$73,044.00	73	SR24
BUF115CA	00027104	R	A	Accountant (Fund Control) IV	1	\$45,576.00	1	\$45,576.00	73	SR22
BUF141FA	00003857	R	X	Retirement System Prgm Spclt	1	\$73,044.00	1	\$73,044.00	13	SR24
BUF141FA	00016004	R	X	Account Clerk III	1	\$28,836.00	1	\$28,836.00	03	SR11
BUF141FA	00019501	R	X	Office Assistant III	1	\$32,424.00	1	\$32,424.00	03	SR08
BUF141FA	00042442	R	X	Retirement Claims Examiner III	1	\$55,500.00	1	\$55,500.00	13	SR20
BUF141FA	00044457	R	X	Office Assistant III	1	\$33,756.00	1	\$33,756.00	03	SR08
BUF141FA	00116868	R	X	Retirement Claims Examiner III	1	\$36,024.00	1	\$36,024.00	13	SR16
BUF141FA	00117311	R	X	Office Assistant III	1	\$25,668.00	1	\$25,668.00	03	SR08
BUF141FA	00118188	R	X	Retirement Claims Examiner I	1	\$36,024.00	1	\$36,024.00	13	SR16
BUF143EU	00014960	R	T	Account Clerk II	1	\$39,480.00	1	\$39,480.00	03	SR08
BUF143EU	00039594	R	T	Office Assistant IV	1	\$36,516.00	1	\$37,968.00	03	SR10
BUF143EU	00116356	T	T	Customer Service Representativ	1	\$23,736.00	1	\$25,668.00	03	SRNA
BUF143EU	00116357	T	T	Customer Service Representativ	1	\$23,736.00	1	\$25,668.00	03	SRNA
BUF143EU	00116357	T	T	Customer Service Representativ	1	\$23,736.00	1	\$25,668.00	03	SRNA
BUF143EU	00116736	R	T	Customer Svc Representative	1	\$23,736.00	1	\$25,668.00	03	SRNA
BUF151HA	00113205	R	A	Deputy Public Defender III	1	\$78,288.00	1	\$78,288.00	73	SRNA
BUF151HA	00101701	R	A	Legal Stenographer I	1	\$42,684.00	1	\$42,684.00	03	SR14
BUF151HA	00100596	R	A	Clerk III	1	\$25,668.00	1	\$25,668.00	03	SRNA
BUF151HA	00101091	R	A	Clerk Typist III	1	\$27,756.00	1	\$27,756.00	03	SRNA
BUF151HA	00102108	R	A	Deputy Public Defender I	1	\$57,072.00	1	\$57,072.00	73	SRNA
BUF151HA	00100552	R	A	Deputy Public Defender II	1	\$60,349.00	1	\$62,760.00	73	SRNA
BUF151HA	00100947	R	A	Deputy Public Defender II	1	\$65,268.00	1	\$65,268.00	73	SRNA
BUF151HA	00101993	T	A	Deputy Public Defender II	1	\$65,268.00	1	\$65,268.00	73	SRNA
BUF151HA	00102441	R	A	Deputy Public Defender II	1	\$65,268.00	1	\$65,268.00	73	SRNA
BUF151HA	00102443	T	A	Deputy Public Defender II	1	\$65,268.00	1	\$65,268.00	73	SRNA
BUF151HA	00101087	R	A	Deputy Public Defender III	1	\$78,288.00	1	\$78,288.00	73	SRNA

Department of Budget and Finance
Personnel Separations from 7/01/08 to 11/30/09

<u>Prg ID/Org</u>	<u>Position Number</u>	<u>Perm/T emp</u>	<u>MOF</u>	<u>Position Title</u>	<u>Budgeted FTE</u>	<u>Budgeted Salary</u>	<u>Actual FTE</u>	<u>Actual Salary</u>	<u>BU Code</u>	<u>SR Level</u>
BUF101AA	00041052	R	A	Administrative Svcs Offcr II	1	\$106,140.00	1	\$106,140.00	35	EM07
BUF151HA	00102674	R	A	Deputy Public Defender III	1	\$72,384.00	1	\$75,276.00	73	SRNA
BUF151HA	00101089	R	A	Deputy Public Defender IV	1	\$89,580.00	1	\$89,580.00	73	SRNA
BUF151HA	00101088	R	A	Deputy Public Defender V	1	\$94,715.00	1	\$98,508.00	93	SRNA
BUF151HA	00100557	R	A	Legal Stenographer I	1	\$37,968.00	1	\$36,516.00	03	SR14
BUF901MA	00044864	R	B	Puc District Representative	1	\$64,920.00	1	\$64,920.00	13	SR22
BUF901MA	00102437	R	B	Chief Researcher	1	\$80,724.00	1	\$80,724.00	93	SRNA
BUF901MA	00102678	R	B	PUC Attorney	1	\$70,088.00	1	\$70,088.00	73	SRNA
BUF901MA	00119195	R	B	Information Technol Spclt V	1	\$51,312.00	1	\$51,312.00	13	SR24
BUF901MA	00119195	R	B	Information Technol Spclt V	1	\$51,312.00	1	\$51,312.00	13	SR24

**Department of Budget and Finance
New Hires from 7/01/08 to 11/30/09**

<u>New Hire Effective Date</u>	<u>Prg ID/Org</u>	<u>Position Number</u>	<u>Perm/Temp</u>	<u>MOF</u>	<u>Position Title</u>	<u>Budgeted FTE</u>	<u>Budgeted Salary</u>	<u>Actual FTE</u>	<u>Actual Salary</u>	<u>BU Code</u>	<u>SR Level</u>
07/01/09	BUF101AA	00100150	R	A	Deputy Director	1	\$105,528.00	1	\$100,248.00	00	SRNA
07/16/08	BUF101AA	00028939	R	A	Account Clerk III	1	\$26,664.00	1	\$31,212.00	03	SR11
08/26/08	BUF115CA	00007016	R	A	Account Clerk IV	1	\$29,976.00	1	\$32,424.00	03	SR13
11/06/08	BUF115CA	00027104	R	A	Accountant (Fund Control) IV	1	\$47,448.00	1	\$45,576.00	73	SR22
10/29/08	BUF115CA	00000134	R	A	Secretary II	1	\$46,164.00	1	\$44,412.00	63	SR14
09/23/08	BUF115CA	00117328	T	T	UP Mobile Services Agent	1	\$23,736.00	1	\$25,668.00	03	SRNA
08/18/08	BUF141FA	00016004	R	X	Account Clerk III	1	\$28,836.00	1	\$28,836.00	03	SR11
09/02/08	BUF141FA	00113316	R	X	Retirement Claims Examiner I	1	\$36,024.00	1	\$36,024.00	13	SR16
05/01/09	BUF141FA	00113317	R	X	Retirement Claims Examiner I	1	\$42,132.00	1	\$36,024.00	13	SR16
04/01/09	BUF141FA	00116328	R	X	Office Assistant III	1	\$25,668.00	1	\$26,700.00	03	SR08
08/18/08	BUF141FA	00116868	R	X	Retirement Claims Examiner III	1	\$36,024.00	1	\$36,024.00	13	SR16
04/01/09	BUF141FA	00117311	R	X	Office Assistant III	1	\$25,668.00	1	\$25,668.00	03	SR08
11/05/08	BUF141FA	00118147	R	X	Account Clerk III	1	\$28,836.00	1	\$28,836.00	03	SR11
08/18/08	BUF141FA	00118188	R	X	Retirement Claims Examiner I	1	\$36,024.00	1	\$36,024.00	13	SR16
08/18/08	BUF141FA	00118189	R	X	Retirement Claims Examiner I	1	\$36,024.00	1	\$36,024.00	13	SR16
09/02/08	BUF141FA	00118190	R	X	Retirement Claims Examiner I	1	\$36,024.00	1	\$36,024.00	13	SR16
10/01/08	BUF141FA	00118191	R	X	Retirement Claims Examiner I	1	\$36,024.00	1	\$36,024.00	13	SR16
10/01/08	BUF141FA	00118192	R	X	Retirement Claims Examiner I	1	\$36,024.00	1	\$36,024.00	13	SR16
11/17/08	BUF141FA	00118200	R	X	Information Technol SpcIt III	1	\$42,132.00	1	\$42,132.00	13	SR20
12/02/08	BUF141FA	00118201	R	X	Information Technol SpcIt IV	1	\$38,988.00	1	\$45,576.00	13	SR22
08/18/08	BUF143EU	00116356	T	T	Customer Service Representativ	1	\$23,736.00	1	\$25,668.00	03	SRNA
07/16/08	BUF143EU	00117592	T	T	Customer Service Representativ	1	\$23,736.00	1	\$25,668.00	03	SRNA
07/21/08	BUF143EU	00119018	T	T	EUTF Accountant	1	\$19,476.00	1	\$40,512.00	13	SRNA
12/16/08	BUF143EU	00119003	T	T	EUTF Info Systems Specialist	1	\$21,072.00	1	\$45,576.00	13	SRNA
09/22/08	BUF143EU	00116357	T	T	Customer Service Representativ	1	\$23,736.00	1	\$25,668.00	03	SRNA
08/25/08	BUF143EU	00118999	T	T	EUTF Clerk	1	\$11,868.00	1	\$25,668.00	03	SRNA
09/09/08	BUF143EU	00113103	R	T	Health Benefits Program Mgr	1	\$47,400.00	1	\$47,400.00	13	SRNA
09/02/08	BUF151HA	00100884	R	A	Deputy Public Defender I	1	\$52,760.00	1	\$54,876.00	73	SRNA
08/20/08	BUF151HA	00101243	T	A	Deputy Public Defender I	1	\$52,760.00	1	\$54,876.00	73	SRNA
08/14/08	BUF151HA	00102278	T	A	Deputy Public Defender I	1	\$52,760.00	1	\$54,876.00	73	SRNA

**Department of Budget and Finance
New Hires from 7/01/08 to 11/30/09**

<u>New Hire Effective Date</u>	<u>Prg ID/Org</u>	<u>Position Number</u>	<u>Perm/Temp</u>	<u>MOF</u>	<u>Position Title</u>	<u>Budgeted FTE</u>	<u>Budgeted Salary</u>	<u>Actual FTE</u>	<u>Actual Salary</u>	<u>BU Code</u>	<u>SR Level</u>
07/21/08	BUF151HA	00100534	R	A	Deputy Public Defender II	1	\$60,349.00	1	\$62,760.00	73	SRNA
01/02/09	BUF151HA	00101995	T	A	Deputy Public Defender II	1	\$60,349.00	1	\$65,268.00	73	SRNA
07/01/08	BUF151HA	00102441	R	A	Deputy Public Defender II	1	\$60,349.00	1	\$62,760.00	73	SRNA
11/17/09	BUF151HA	00101263	T	A	Deputy Public Defender II	1	\$60,349.00	1	\$65,268.00	73	SRNA
07/21/08	BUF151HA	00102276	R	A	Deputy Public Defender II	1	\$60,349.00	1	\$62,760.00	73	SRNA
08/04/09	BUF901MA	00100540	R	B	PUC Attorney	1	\$63,336.00	1	\$65,000.00	73	SRNA
10/10/08	BUF901MA	00117643	R	B	Office Assistant II	1	\$23,688.00	1	\$23,688.00	03	SR06
05/07/09	BUF901MA	00119195	R	B	Information Technol Spclt V	1	\$51,312.00	1	\$51,312.00	13	SR24
03/02/09	BUF901MA	00119195	R	B	Information Technol Spclt V	1	\$51,312.00	1	\$51,312.00	13	SR24

Department of Budget and Finance

Reduction in Force (RIF) Actions

RIF Code	Prog ID/Org	RIF Action	Position ##	Position Title	MOF	FTE	Current Comp Rate	Position Salary Decrease	Position Salary Increase	Comp Freq (Mo/Hr)	SR Level	BU	Perm/Temp	Placement Action	Reason
007A	BUF 115	Initial RIF	134	Secretary II	A	1.00	3,701.00	(3,701.00)	-	M	SR14I	63	Permanent	Bump	
007B	BUF101BA	Placement of Incumbent	27979	Office Assistant IV	A	1.00	2,813.00	(2,813.00)	3,701.00	M	SR10L	63	Permanent	Bump	
007C	BUF101BA	Placement of Incumbent	30726	Office Assistant III	A	1.00	2,313.00	(2,313.00)	2,813.00	M	SR08H	63	Permanent	Bump	
008A	BUF 151	Initial RIF	100596	Clerk III	A	1.00	2,139.00	(2,139.00)	-	M	SRNA		Permanent	None	Exempt
009A	BUF101AA	JW Placement-In	49343	ITS V	A	1.00	5,755.00	(5,755.00)		M	SR 24H	73	Permanent	None	No Placement
009B	BUF101AA	JW Placement-In	49343	ITS V	A	1.00	6,130.00		6,130.00	M	SR 24J	73	Permanent	Bump	
010A	BUF 143	JW Placement-In	39594	Office Assistant IV	T	1.00	3,164.00	(3,164.00)	3,164.00	M	SR10I	03	Permanent	Fill Vacancy	
011A	BUF141FA	JW Placement-In	23670	Accountant III	X	1.00	4,446.00	(4,446.00)	4,446.00	M	SR20I	13	Permanent	Fill Vacancy	
012A	BUF141FA	JW Placement-In	19501	Office Assistant III	X	1.00	2,403.00	(2,403.00)	2,403.00	M	SR08D	03	Permanent	Fill Vacancy	
013A	BUF141FA	JW Placement-In	116683	Office Assistant III	X	1.00	2,313.00	(2,313.00)	2,313.00	M	SR08C	03	Permanent	Fill Vacancy	
014A	BUF141FA	JW Placement-In	44457	Office Assistant III	X	1.00	2,813.00	(2,813.00)	2,702.00	M	SR08G	03	Permanent	Fill Vacancy	
015A	BUF901MA	JW Placement-In	119195	ITS V	B	1.00	4,276.00	(4,276.00)		M	SR24C	13	Permanent	None	No Placement
015B	BUF901MA	JW Placement-In	119195	ITS V	B	1.00	4,276.00		4,809.00	M	SR24F	13	Permanent	Bump	
016A	BUF901MA	JW Placement-In	44864	PUC Dist Rep	B	1.00	5,410.00	(5,410.00)	4,276.00	M	SR22F	13	Permanent	Fill Vacancy	

Department of Budget and Finance
Expenditures Exceeding Federal Fund Ceiling

Table 14

<u>Prog ID</u>	<u>Appropriation Ceiling</u>	<u>Ceiling Increase</u>	<u>Date of Increase</u>	<u>Reason for Exceeding Ceiling</u>	<u>Recurring (Y/N)</u>	<u>GF Impact (Y/N)</u>	<u>ARRA?</u>
BUF 901	0	782,834	8/17/2009	Non-appropriated federal grant received to increase PUC expertise in energy-related proceedings before the Commission	N	N	YES

Department of Budget and Finance

Intradepartmental Transfers

<u>From Prog ID</u>	<u>To Prog ID</u>	<u>Amount Transferred</u>	<u>Date of Transfer a/</u>	<u>Reason for Transfer</u>	<u>Recurring (Y/N)</u>
BUF 115	BUF 101	85862	12/2/2008	The Legislature in Act 158/SLH 2008 reduced the Department's general fund discretionary appropriations by 4% taking it from the BUF 101 program. As noted in the Conference Committee Report, department's were to determine where to take the reductions and to make necessary fund transfers at implementaiton to appropriately allocate the reductions.	N
a/ Governor approved					

		Table 16	
Department of Budget and Finance			
CIP Summary			
<u>Priority</u>	<u>Project Title</u>	<u>\$\$\$\$</u>	<u>MOF</u>
	None for FY 11 Supplemental Bduget		