



NEIL ABERCROMBIE
GOVERNOR

EXECUTIVE CHAMBERS
HONOLULU

**Senate Committee on Ways and Means
Informational Briefing
Fiscal Biennium 2013-2015 Budget for
Office of the Governor**

Overview

Mission Statement

To enhance the effectiveness and efficiency of state programs by providing Executive direction, policy development, program coordination, and planning and budgeting.

Current economic and fiscal conditions:

Current economic and fiscal conditions have not had a substantive effect on the operations of the Office of the Governor.

Federal Funds

Federal sequester impact:

There are no programs that may lose federal funds because of the sequester. As such, no additional general funds will need to be requested.

Budget Request

Budget process:

Early learning and healthcare transformation are the top two priorities for the Office of the Governor, as they are not only outlined in the New Day plan, but will also provide very tangible and enduring benefits to the people of Hawaii for generations. In addition to those important initiatives, there were serious programmatic needs to fund in the Office.

The following table breaks out the total appropriation for GOV100, the Executive Office on Early Learning, the Healthcare Transformation initiative, and the remaining budget for GOV100:

Description_	<u>FY2014</u>	<u>FY2015</u>
Total GOV100 budget	4,335,429	4,389,259
Early Learning	648,300	681,300
Healthcare Transformation	301,208	352,038
Remaining GOV100	3,385,921	3,355,921

It may be useful to note that once the Executive Office on Early Learning and Healthcare Transformation initiative budgets are accounted for, the remaining GOV100 budget for FY14 and FY15 is approximately \$3.3 million. This is still below the amount appropriated for GOV100 for FYs 2007, 2008, and 2009:

GOV100	<u>FY2007</u>	<u>FY2008</u>	<u>FY2009</u>
General Fund Appropriation	3,557,994	3,894,690	3,712,323

Significant adjustments:

The two major adjustments for the Office of the Governor are for the Executive Office on Early Learning (EOEL) and the Healthcare Transformation initiative. These are two very important programs for the Governor and for the state of Hawaii and are being temporarily housed within the Office of the Governor to provide not only some of the necessary back office infrastructure but also to reinforce the Governor’s commitment to these initiatives.

The roles and responsibilities of the EOEL are delineated in Act 178, Session Laws of Hawaii 2012 (SB2545). This Act also moves the EOEL to the Department of Education, effective July 1, 2015.

The Healthcare Transformation initiative is focused first on ensuring Hawaii’s readiness to implement the federal Affordable Care Act by 2014, and second, on developing and implementing a plan to transform our healthcare system to ensure high quality, sustainable costs, and better population health.

Terry Lock, Executive Director for the EOEL, and Beth Giesting, Healthcare Transformation Coordinator, are both present to help provide details for their portions of the budget, should you have any questions.

Office of the Governor
Prioritized List of Functions

Table 1

Priority	Description of Function	Activities	Prog ID(s)	Statutory Reference
1	Early Learning	Development of a public-private comprehensive early childhood system.	GOV100	302L-A (Act 178/12)
2	Healthcare Transformation	Oversee implementation of Patient Protection and Affordable Care Act. Improve patient outcomes and reduce healthcare costs.	GOV100	Executive Order 11-22
3	Boards and Commissions	Background checks on applicants, submittal of names of nominees to Senate for advice and consent	GOV100	Article V
4	Collective Bargaining	Negotiate on behalf of the Governor with collective bargaining representatives	GOV100	Ch. 89A
5	Constituent Services and Neighbor Island representation	Maintain liaison with the public on issues, proclamations, messages, and certificates. Operate Governor's Liaison Offices on all major islands	GOV100	
6	Coordination of Policy and CIP	Maintain liaison among departments, oversee flow of capital improvement projects	GOV100	Ch. 26-3
7	Communications	Handle media inquiries and public events for the Governor. Inform the public of new developments in state government	GOV100	
8	Grant pardons	Receive and review, with the Attorney General, petitions for pardons	GOV100	Article V
9	Operations of the Office of the Governor	Backoffice - payroll, IT, procurement, human resources, workflow, payables	GOV100	

Office of the Governor
Department-Wide Budget Summary

Table 2

Fiscal Year 2013				
Act 106/12 Appropriation	Restriction	Emergency Appropriation	Total FY13	MOF
\$ 2,921,286	\$ (146,064)		\$ 2,775,222	A
\$ 87,147			\$ 87,147	T
			\$ -	
\$ 3,008,433	\$ (146,064)	\$ -	\$ 2,862,369	Total
Fiscal Year 2014				
Act 106/12 Appropriation	Reductions	Additions	Total FY14	MOF
\$ 2,921,286		\$ 1,414,143	\$ 4,335,429	A
\$ 87,147	\$ (87,147)		\$ -	T
		\$ 125,000	\$ 125,000	N
\$ 3,008,433	\$ (87,147)	\$ 1,539,143	\$ 4,460,429	Total
Fiscal Year 2015				
Act 106/12 Appropriation	Reductions	Additions	Total FY15	MOF
\$ 2,921,286		\$ 1,467,973	\$ 4,389,259	A
\$ 87,147	\$ (87,147)		\$ -	T
		\$ 125,000	\$ 125,000	N
\$ 3,008,433	\$ (87,147)	\$ 1,592,973	\$ 4,514,259	Total

Office of the Governor
Funding by Program ID

Table 3

Prog ID	Program Title	MOF	As budgeted in Act 106/12 (FY13)			Governor's Submittal (FY14)				Governor's Submittal (FY15)			
			Pos (P)	Pos (T)	\$\$\$	Pos (P)	Pos (T)	\$\$\$	Percent Change of \$\$\$\$	Pos (P)	Pos (T)	\$\$\$	Percent Change of \$\$\$\$
GOV100	Office of the Governor	A	25.00	22.50	\$ 2,921,286	25.00	37.00	\$ 4,335,429	48.4%	25.00	39.00	\$ 4,389,259	1.0%
GOV100	Office of the Governor	T		0.50	\$ 87,147	-	-	\$ -	-100.0%	-	-	\$ -	0.0%
GOV100	Office of the Governor	N	-	-	\$ -	-	-	\$ 125,000	100.0%	-	-	\$ 125,000	0.0%

Office of the Governor
Budget Decisions

Table 4

Prog ID	Description	MOF	Initial Department Requests						Budget and Finance Recommendations						Governor's Decisions					
			FY14			FY15			FY14			FY15			FY14			FY15		
			Pos (P)	Pos (T)	\$\$\$	Pos (P)	Pos (T)	\$\$\$	Pos (P)	Pos (T)	\$\$\$	Pos (P)	Pos (T)	\$\$\$	Pos (P)	Pos (T)	\$\$\$	Pos (P)	Pos (T)	\$\$\$
EL	Executive Office of Early Learning	A		7.00	\$ 648,300		8.00	\$ 681,300		7.00	\$648,300		8.00	\$681,300		7.00	\$648,300		8.00	\$681,300
AA	Other Operating Expenses	A			\$ 272,271			\$ 214,471			\$188,000			\$158,000			\$188,000			\$158,000
AA	3 Positions: Admin Asst, Dep. Policy, Comm Asst.	A		3.00	\$ 186,000		3.00	\$ 186,000		3.00	\$186,000		3.00	\$186,000		3.00	\$186,000		3.00	\$186,000
AA	Policy Analyst - Education	A		0.50	\$ 18,152		0.50	\$ 18,152		0.50	\$ 18,152		0.50	\$ 18,152		0.50	\$ 18,152		0.50	\$ 18,152
AA	Policy Analyst - Education	T		(0.50)	\$ (87,147)		(0.50)	\$ (87,147)		(0.50)	\$ (87,147)		(0.50)	\$ (87,147)		(0.50)	\$ (87,147)		(0.50)	\$ (87,147)
AA	Gubernatorial Transition/Vacation	A						\$ 550,000						\$ -						\$ -
AA	Transfer of Head Start Position	N		1.00	\$ 125,000		1.00	\$ 125,000		1.00	\$125,000		1.00	\$125,000		1.00	\$125,000		1.00	\$125,000
AA	Healthcare Transformation Initiative	A		3.00	\$ 301,208		4.00	\$ 352,038								3.00	\$301,208		4.00	\$352,038

Office of the Governor
Proposed FY14 and FY15 Reductions

Table 5

<u>Prog ID</u>	<u>Description of Reduction</u>	<u>Impact of Reduction</u>	<u>MOF</u>	<u>FY14</u>			<u>FY15</u>			<u>Carry-over?</u>
				<u>Pos (P)</u>	<u>Pos (T)</u>	<u>\$\$\$\$</u>	<u>Pos (P)</u>	<u>Pos (T)</u>	<u>\$\$\$\$</u>	<u>(Y/N)</u>
GOV100	Reduce Trust Fund ceiling to reflect end of grant	Alternative means of financing will need to be found	T		0.50	\$87,147		0.50	\$87,147	N

Office of the Governor
Proposed FY14 and FY15 Additions

Table 6

Prog ID	Request Category	Prog ID Priority	Dept-Wide Priority	Description of Addition	Explanation	MOF	FY14			FY15		
							Pos (P)	Pos (T)	\$\$\$	Pos (P)	Pos (T)	\$\$\$
EL	ND	1	1	Executive Office of Early Learning	Personnel and Other Operating Expenses for EOEL	A		7.00	\$ 648,300		8.00	\$ 681,300
AA	O	2	2	Other Operating Expenses	Equipment, Dues and Subscriptions, Additional Travel	A			\$ 188,000			\$ 158,000
AA	AR	3	3	3 Positions: Admin Asst, Deputy Policy, Comm Asst	Additional positions necessary to fulfill responsibilities of Governor's Office	A		3.00	\$ 186,000		3.00	\$ 18,600
AA	ND	4	4	Policy Analyst - Education	As a result of Trust Fund ceiling decrease, some general funds are being requested to fill the difference	A		0.50	\$ 18,152		0.50	\$ 18,152
AA	ND	5	5	Healthcare Transformation Initiative	Personnel and Other Operating Expenses for new Office of Healthcare Transformation	A		3.00	\$ 301,208		4.00	\$ 352,038
AA	ND	6	6	Transfer-in of Head Start Collaboration Office from DHS	Transfers in Head Start Collaboration Office position from DHS to EOEL	N		1.00	\$ 125,000		1.00	\$ 125,000

Office of the Governor
 Current Year (FY13) Restrictions

Table 7

<u>Prog ID</u>	<u>MOF</u>	<u>Restriction \$\$\$</u>	<u>Percent of Act 106/12 Appropriation</u>	<u>Impact</u>
GOV100	A	\$ 146,064	5.0%	No significant impact from this one-time restriction

Office of the Governor
Emergency Appropriation Requests

Table 8

<u>Prog ID</u>	<u>Description of Request</u>	<u>Explanation of Request</u>	<u>MOF</u>	<u>Pos (P) FY13</u>	<u>Pos (T) FY13</u>	<u>\$\$\$ FY13</u>
	None					

Office of the Governor
Expenditures Exceeding Appropriation Ceilings

Table 9

<u>Prog ID</u>	<u>MOF</u>	<u>Date</u>	<u>Appropriation Ceiling</u>	<u>Amount Exceeding Appropriation</u>	<u>Increase Percent</u>	<u>Reason for Exceeding Ceiling</u>	<u>Recurring (Y/N)</u>	<u>GF Impact (Y/N)</u>
GOV100	T	3/22/2012	\$ 87,147	\$ 64,879	75.0%	Additional Grant Funds were received than originally anticipated.	N	N

Office of the Governor
Intradepartmental Transfer of Funds

Table 10

<u>Anticipated or Actual Date of Transfer</u>	<u>MOF</u>	<u>Amount of Transfer</u>	<u>From Prog ID</u>	<u>Percent of Imparting Program ID Appropriation</u>	<u>To Prog ID</u>	<u>Percent of Receiving Program ID Appropriation</u>	<u>Reason for Transfer</u>	<u>Recurring (Y/N)</u>
							No intradepartmental transfers	

COLUMN	DATA ELEMENT	DEFINITION
A	State Expending Agency	State entity authorized to expend the funds as authorized by the appropriation or as delegated by the Governor. Select from drop-down menu. See legend below.
B	Program I.D.	The unique identifier for the specific program responsible for carrying out the program consisting of the abbreviation for the State entity followed by the organization number for the program. Format: XXX###
C	Award Number	The identifying number assigned by the awarding Federal Agency, such as the federal grant number, federal contract number or the federal loan number that appears in the federal award document.
D	CFDA No.	The number associated with the published description of Federal assistance program in the Catalog of Federal Domestic Assistance. Only applies to grants and loans. A list of CFDA codes can be searched at: https://www.cfda.gov/index?s=program&tab=list&mode=list Format: ##.###.
E	Award Description	Award title and description with purpose of funding action.
F	Awarding Federal Agency	Name of the federal agency that awarded and administers the award on behalf of the funding agency. Select from drow-down menu. See agency list below.
G	Award Amount	For Grants: The total amount of the award. For Loans: The total amount of the loan obligated by the Federal Agency; the face value of the loan. For Contracts: The total amount obligated by the Federal Agency.
H	Award Amount Allocated to the Program ID in Column B	Enter the portion of the total award amount allocated to this Program ID. For example, if a federal award in the amount of \$500 is allocated to only AGR100, the "Award Amount" and the "Award Amount Allocated to the Pgm ID in Column B" would both be \$500. However, if the \$500 will be allocated to AGR100, AGR200 and AGR300, in the amounts of \$100, \$250 and \$150, respectively, the "Award Amount" would be the \$500 for all three program IDs but the "Award Amount Allocated to the Pgm ID in Column B" would be \$100 for AGR100, \$250 for AGR200 and \$150 for AGR300.
I	State Appropriation Symbol	The account number established in FAMIS. The appropriation account is a combination of 4 fields: Fund Type, Fiscal Year, Appropriation Account Number, and Dept. Code. If an award has appropriation symbols for multiple fiscal years, enter the symbol for the first fiscal year. Format: X-YY-###-X
J	Contact Name	Name of the individual at the program level responsible for performance of the award.
K	Contact Phone No.	Phone no. of the individual at the program level responsible for performance of the award.
L	Contact Email	Email of the individual at the program level responsible for performance of the award.
	LEGEND:	
	<u>State Expending Agency</u>	
A (AGR)	Department of Agriculture	
B (BED)	Department of Business, Economic Dev & Tourism	
C (LNR)	Department of Land and Natural Resources	
D (TRN)	Department of Transportation	
E (EDN)	Department of Education	
F (UOH)	University of Hawaii	
G (DEF)	Department of Defense	
H (HTH)	Department of Health	
I (HHL)	Department of Hawaiian Home Lands	
J (JUD)	Judiciary	
K (HMS)	Department of Human Services	
L (LBR)	Department of Labor and Industrial Relations	
M (AGS)	Department of Accounting and General Services	
N (ATG)	Department of Attorney General	
O (BUF)	Department of Budget and Finance	
P (HRD)	Department of Human Resources Development	
Q (GOV)	Office of the Governor	
R (CCA)	Department of Commerce and Consumer Affairs	
S (LTG)	Office of the Lieutenant Governor	
T (TAX)	Department of Taxation	
V1 (PSD)	Department of Public Safety	
Z1 (OHA)	Office of Hawaiian Affairs	
	<u>Federal Agency</u>	
	Dept.of Agriculture	
	Dept. of Commerce	
	Dept. of Defense	
	Dept. of Education	
	Dept. of Energy	
	Dept. of Health and Human Services	
	Dept. of Homeland Security	
	Dept. of Housing and Urban Development	
	Dept. of Justice	
	Dept. of Labor	
	Dept. of State	
	Dept. of the Interior	
	Dept. of the Treasury	
	Dept. of Transportation	
	Dept. of Veterans Affairs	
	Corporation for National & Community Svc	
	Environmental Protection Agency	
	General Services Administration	
	NASA	
	National Science Foundation	
	Nuclear Regulatory Commission	
	Office of Personnel Management	
	Small Business Administration	
	Social Security Administration	
	U.S. Agency for International Development	

Office of the Governor
Non-General Fund Balances

Table 12

<u>Name of Fund</u>	<u>Purpose</u>	<u>Statutory Reference</u>	<u>MOF</u>	<u>Beginning FY13 Unencumbered Cash Balance</u>	<u>Estimated FY13 Revenues</u>	<u>Estimated FY13 Expenditures and Encumbrances</u>	<u>Estimated FY13 Net Transfers</u>	<u>Estimated FY13 Ending Unencumbered Cash Balance</u>	<u>Balance in Excess of Program Needs</u>
Trust - Early Childhood Initiative	Early Childhood - Development of Plan		T	\$ 70,000	\$ 70,000	\$ 70,000	\$ -	\$ -	\$ -
Trust - Healthcare Transformation	Affordable Care Act - New Day Plan		T	\$ 180,724	\$ 213,000	\$ 333,000	\$ -	\$ 60,724	\$ -
Trust - Education			T	\$ 55,568	\$ 147,974	\$ 187,884	\$ -	\$ 15,658	\$ -

Office of the Governor
Positions Vacant as of November 30

Table 13

<u>Prog ID</u>	<u>Date of Vacancy</u>	<u>Position Number</u>	<u>Position Title</u>	<u>SR Level</u>	<u>BU Code</u>	<u>Perm Temp (P/T)</u>	<u>FTE</u>	<u>MOF</u>	<u>Budgeted Amount</u>	<u>Actual Salary Last Paid</u>	<u>Exempt (Y/N)</u>	<u>Authority to Hire (Y/N)</u>	<u>Occupied by 89 Day Hire (Y/N)</u>	<u># of 89 Hire Appointments</u>
100AA	6/30/2011	112778	Operations Assistant	SRNA	63	T	1.00	A	\$ 42,000	\$ 45,000	Y	Y	N	
100AA	12/6/2010	100132	Washington DC Liaison	SRNA	73	P	1.00	A	\$ 90,000	\$ -	Y	Y	N	

Office of the Governor
Overtime Expenditures

Table 14

<u>Prog ID</u>	<u>Program Title</u>	<u>MOF</u>	<u>FY12 (actual)</u>			<u>FY13 (estimated)</u>			<u>FY14 (budgeted)</u>		
			<u>Base Salary</u> \$\$\$\$	<u>Overtime</u> \$\$\$\$	<u>Overtime</u> Percent	<u>Base Salary</u> \$\$\$\$	<u>Overtime</u> \$\$\$\$	<u>Overtime</u> Percent	<u>Base Salary</u> \$\$\$\$	<u>Overtime</u> \$\$\$\$	<u>Overtime</u> Percent

Office of the Governor
Overpayments as of November 30

Table 15

<u>Name</u>	<u>Date of Over-payment</u>	<u>Gross Amount Overpaid</u>	<u>Amount Recovered</u>	<u>Balance</u>	<u>Category</u>				<u>Reason for Overpayment</u>	<u>Referred to Attorney General</u>
					<u>Employed Occurred > 2 Years</u>	<u>Employed Occurred < 2 Years</u>	<u>Not Employed Occurred > 2 Years</u>	<u>Not Employed Occurred < 2 Years</u>		
None										

Office of the Governor
Active Contracts

Table 16

Prog ID	MOF	Frequency		Max Value	Outstanding Balance	Term of Contract			Organization	Category E/L/P/C/ G/S	Description	Explanation of How Contract is Monitored	POS Y/N
		Amount	(M/A/O)			Date Executed	From	To					
GOV100	A	\$ 0.0100	per page								b&w per page		
GOV100	A	\$ 0.0990	per page								color per page		
GOV100	A	\$ 2,400.00	Monthly			12/1/2010	1/1/11	present	Verizon	E	Max value represents 27 Blackberry's and 2 iPad's cost of equipment.	uptime	
GOV100	A	\$ 3,500.00	Monthly						Hawaiian Telcom	S	Phone Service for October 2012 (varies by month depending on usage)		
GOV100	A	\$ 220.00	Monthly						Sprint/AT&T	S	Phone Service for August 2012		
GOV100	A	\$ 242.00	Monthly						Pitney Bowes	E	Postage meter		
GOV100	A	\$ 844.72	Monthly	\$43,025.96		6/1/2011	6/1/11	5/1/15	JN Automotive	E	Vehicle lease for Governor's vehicle		
GOV100	A	\$ 788.90	Monthly			10/1/2006	10/15/06	10/14/12	Clark Realty	L	Kona Liaison Office Lease	month to month	
GOV100	A	\$ 565.51	Monthly			10/1/2006	10/15/06	10/14/12		S	Janitorial	month to month	

Office of the Governor
CIP Requests

Table 17

<u>Prog ID</u>	<u>Prog ID</u> <u>Priority</u>	<u>Dept- Wide</u> <u>Priority</u>	<u>Project Title</u>	<u>MOF</u>	<u>FY14 \$\$\$</u>	<u>FY15 \$\$\$</u>
GOV100	1	1	Project Adjustment Fund Statewide	C	\$ 1,000	\$ 1,000

Office of the Governor
CIP Lapses

Table 18

<u>Prog ID</u>	<u>Act/Year of Appropriation</u>	<u>Project Title</u>	<u>MOF</u>	<u>Amount \$\$\$\$</u>	<u>Reason</u>
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Office of the Governor
Division Resources

Table 19

<u>Division</u>	<u>Associated Program IDs</u>
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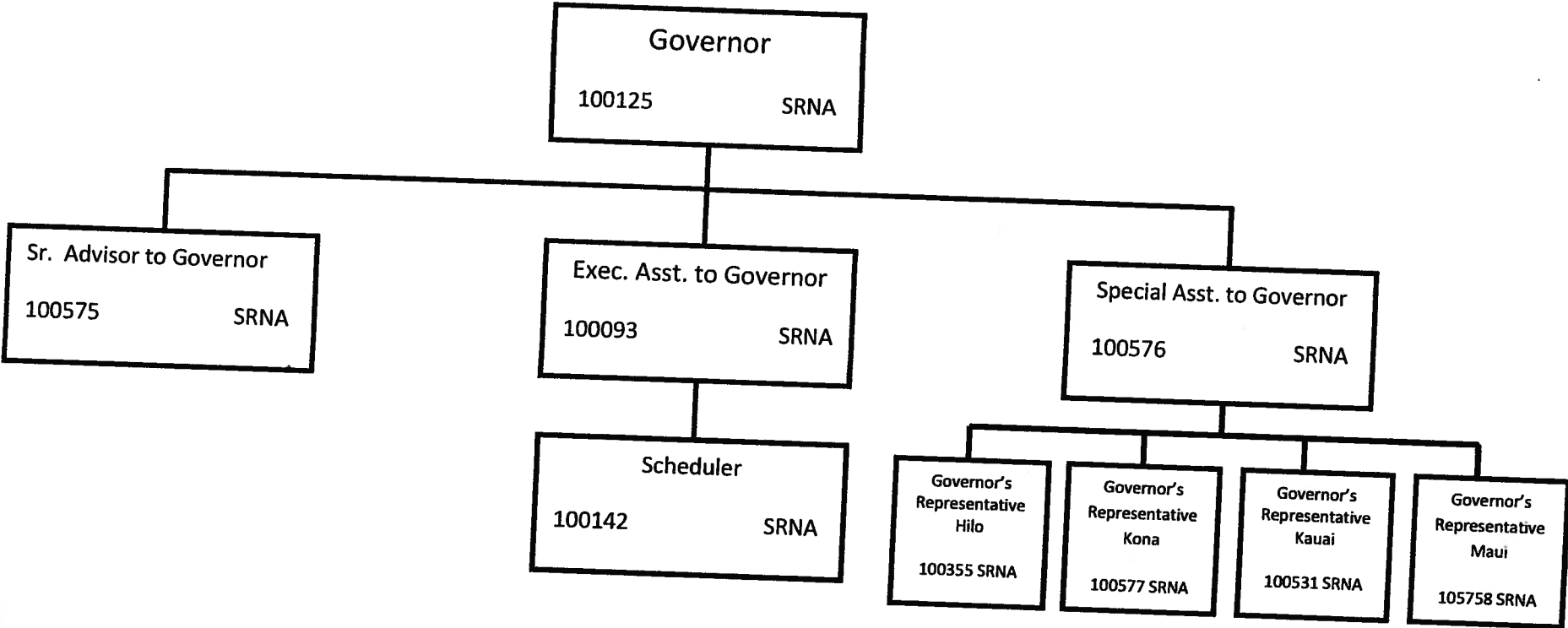
Office of the Governor
Organization Changes

Table 20

<u>Year of Change</u> FY13/FY14	<u>Page</u> <u>Number</u>	<u>Description of Change</u>
		See attached Organization Charts

**State of Hawai'i
Office of the Governor – GOV100**

**Position Organization Chart
Governor**



As of 9/11/2012

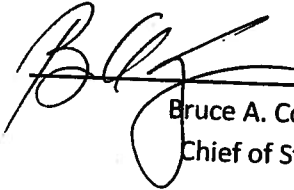
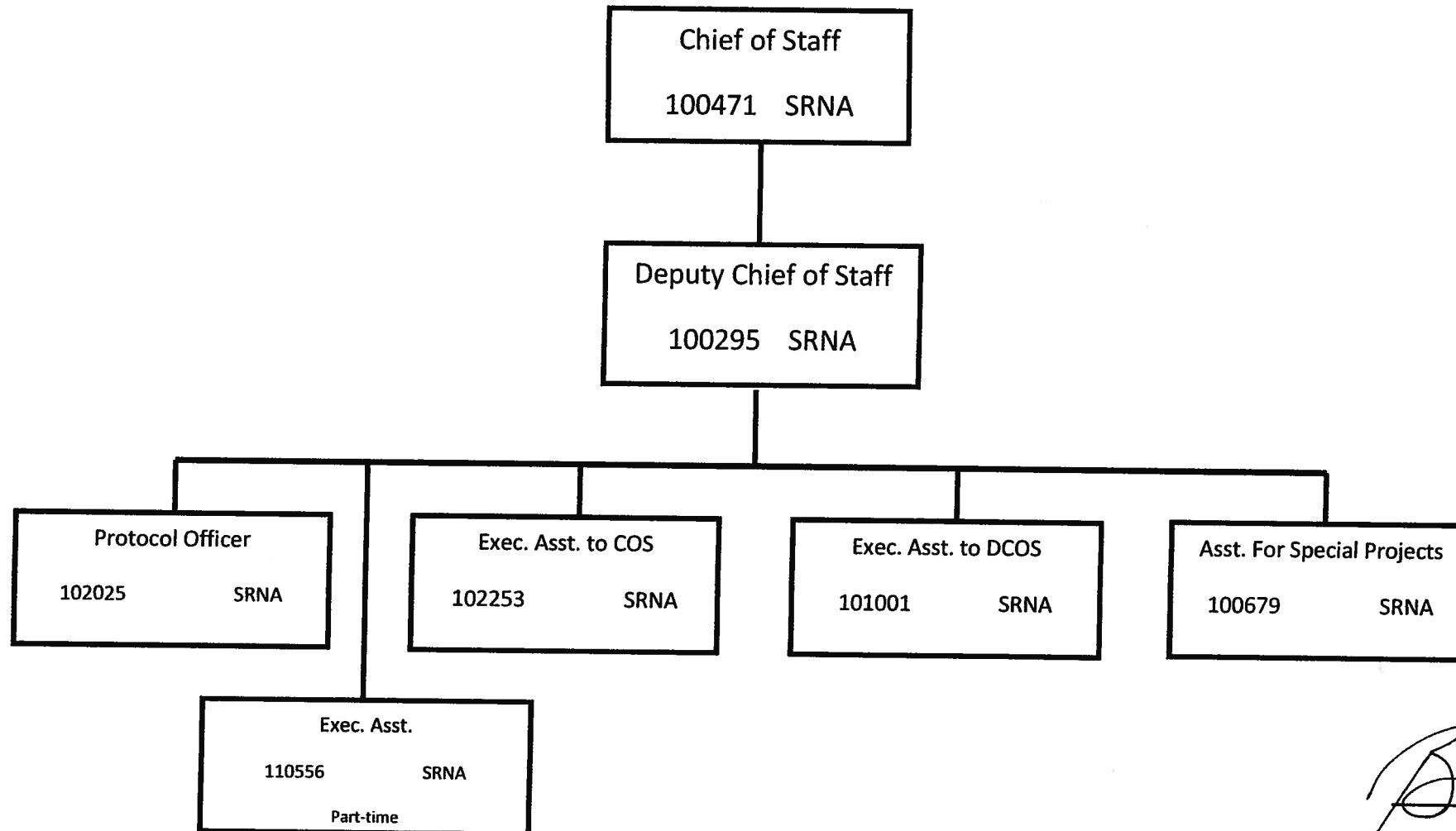

Bruce A. Coppa
Chief of Staff

Chart 3

State of Hawai'i
Office of the Governor – GOV100

Position Organization Chart
Chief Of Staff



As of 8/31/2012

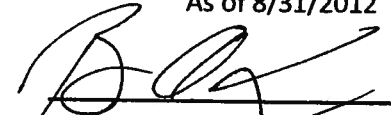
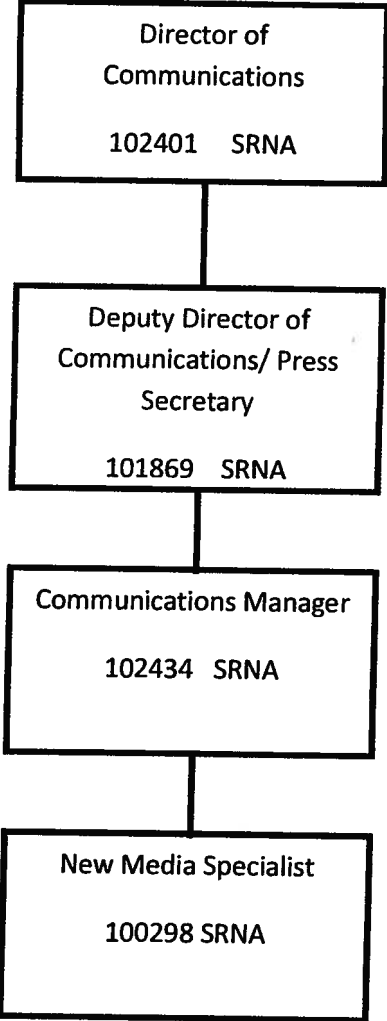

Bruce A. Coppa
Chief of Staff

Chart 4

**State of Hawai'i
Office of the Governor – GOV100**

**Position Organization Chart
Communications**



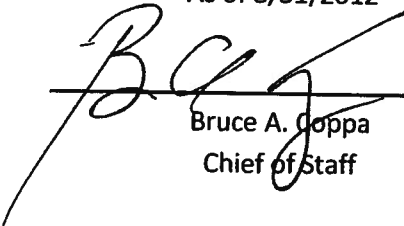
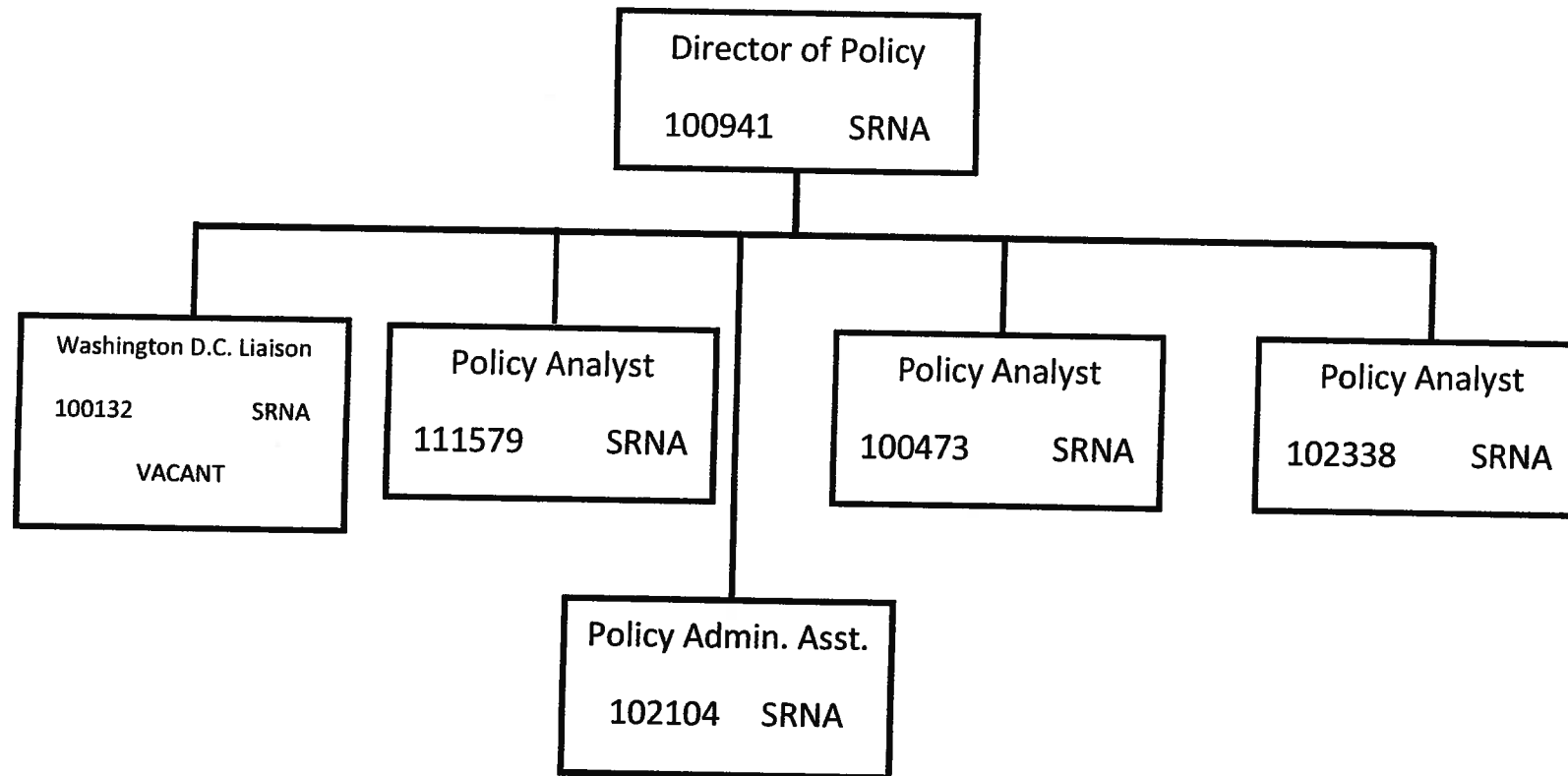
As of 8/31/2012

Bruce A. Doppa
Chief of Staff

Chart 6

State of Hawai'i
Office of the Governor – GOV100

Position Organization Chart
Policy



As of 8/31/2012

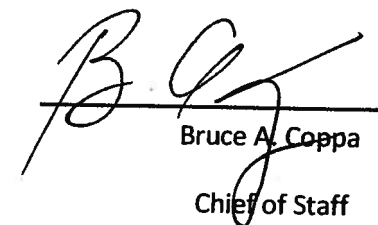
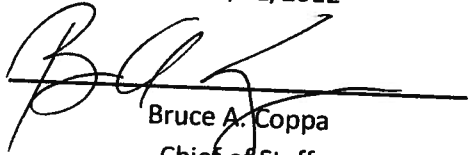

Bruce A. Coppa
Chief of Staff

Chart 8

State of Hawai'i
Office of the Governor – GOV100

Position Organization Chart
Constituent Services

As of 9/11/2012


Bruce A. Coppa
Chief of Staff

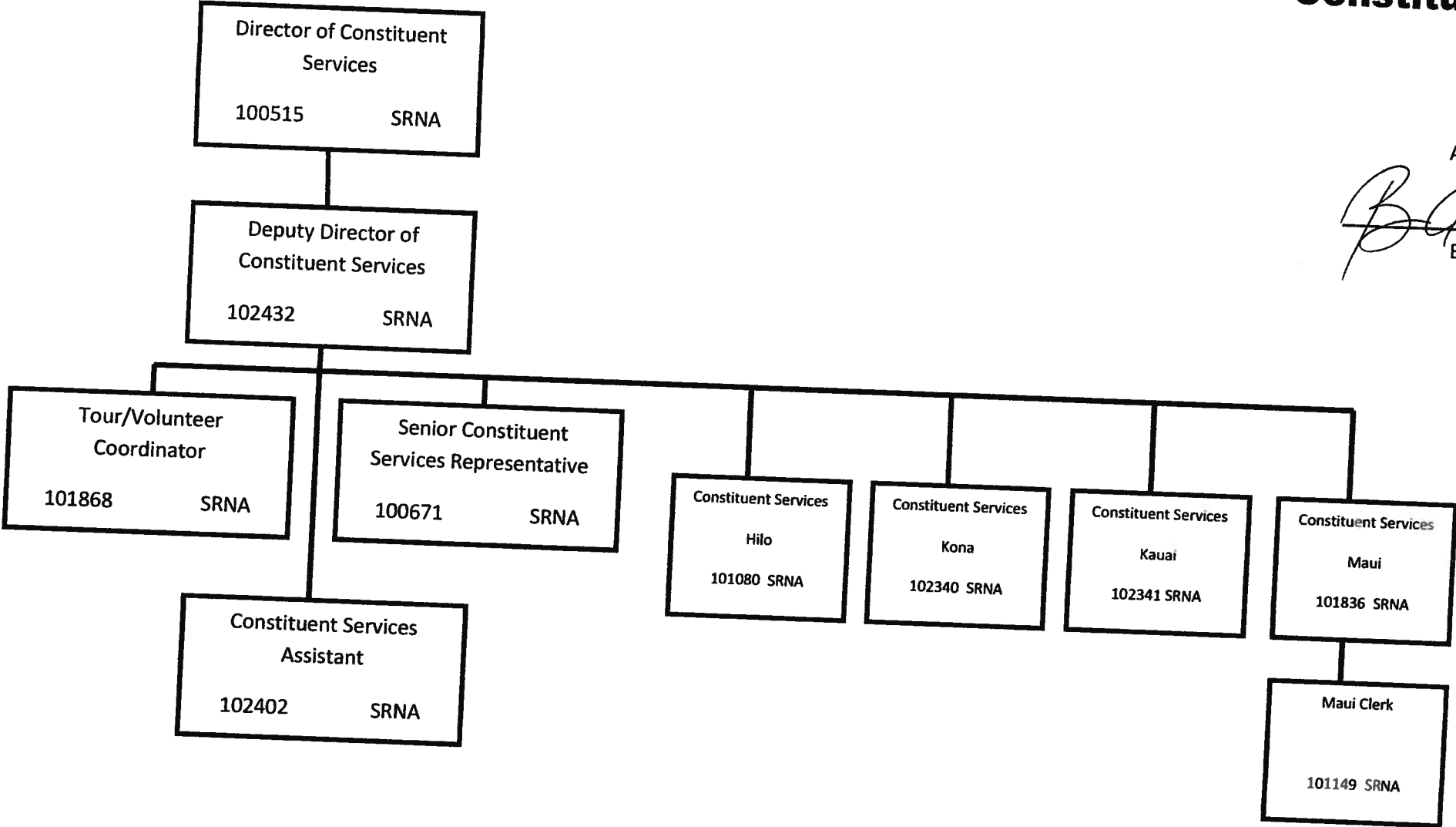
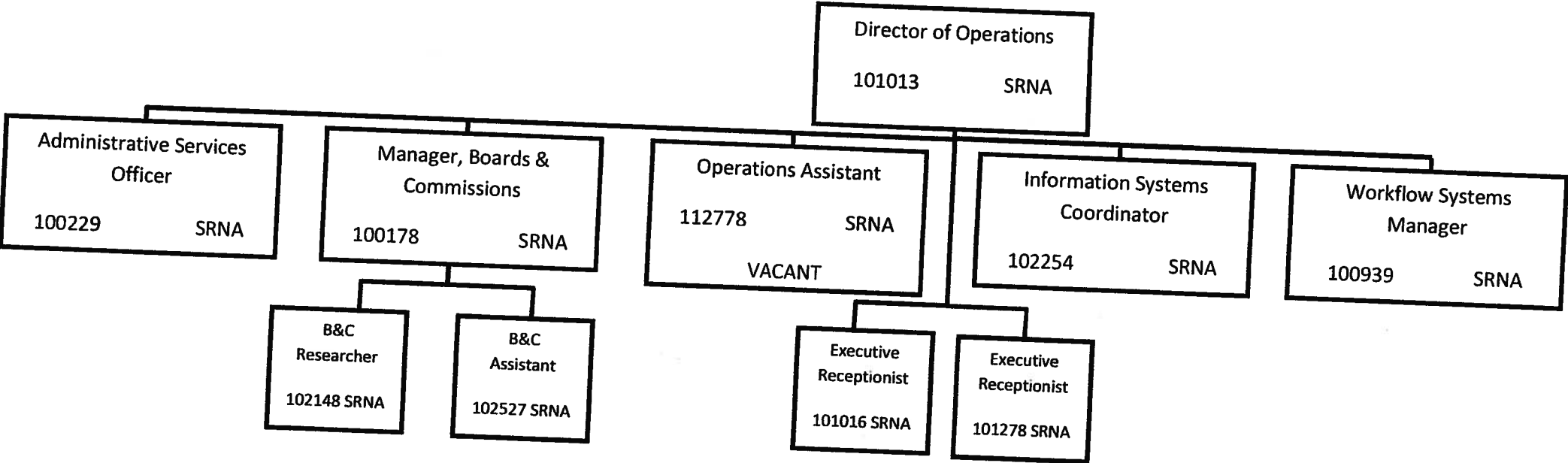


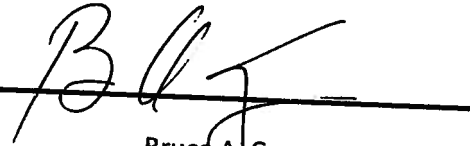
Chart 7

**State of Hawai'i
Office of the Governor – GOV100**

**Position Organization Chart
Operations**



As of 9/11/2012

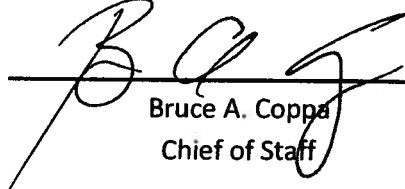

Bruce A. Coppa
Chief of Staff

State of Hawai'i
Office of the Governor – GOV100

Position Organization Chart
Office of Collective Bargaining

Chief Negotiator
100469 SRNA

As of 8/31/2012



Bruce A. Coppa
Chief of Staff