

Executive Document

This document was published in the January 1, 2010, issue (Vol. 2010, No. 1) of the Utah State Bulletin.

Governor, Administration: Governor's Executive Order 2009-05-EO: Implementing a Statewide Budget Reduction through June 30, 2010

Issued: December 11, 2009

EXECUTIVE ORDER

Implementing a Statewide Budget Reduction through June 30, 2010

WHEREAS, global economic turmoil has significantly impacted Utah's economy and State revenues began declining at the end of State Fiscal Year 2007;

WHEREAS, the November 2009 Consensus Revenue Projection produced by the Governor's Office of Planning and Budget, the Office of the Legislative Fiscal Analyst, and the Utah State Tax Commission anticipate that revenues will be \$157 million lower in State Fiscal Year 2010 than budgeted during the 2009 General Session;

WHEREAS, the rate of economic contraction is now decelerating and the State's unemployment rate remains well below the national average, leading the American Legislative Exchange Council to rank Utah as being the state positioned to emerge first from the recession;

WHEREAS, despite these positive indicators, immediate action is nonetheless necessary to lower State spending for FY 2010 and ensure that essential State services remain available to citizens of Utah.

NOW, THEREFORE, I, Gary R. Herbert, Governor of the State of Utah, by virtue of the authority vested in me by the Constitution and the laws of the State of Utah, do hereby order:

1. The director of each State department, agency or institution shall implement a budget reduction equivalent to a 3% cost of living adjustment through June 30, 2010. The director of each State department, agency or institution shall use his or her discretion regarding the implementation of the 3% reduction, including savings from items two through six, and State employee furloughs, so long as the reduction is completed by June 30, 2010.
2. All out-of-state travel funded by the State shall be approved by the director of the State department or agency administering such funds.
3. Attendance at out-of-state conventions and conferences shall be limited to only the necessary number of individuals from any single State department or agency as determined by the director. The director of each State department or agency shall further seek to cooperate with the other department or agency directors to ensure that only the necessary number of individuals represent the

State at any out-of-state convention or conference.

4. Where available and appropriate, all State departments or agencies shall utilize teleconference technology to reduce the necessity of in-state or out-of-state travel.

5. All new hires within each State department or agency shall be limited to essential personnel and shall be approved by the director. The director shall report all new hiring within the department or agency to the Governor's Office on a monthly basis.

6. The director of each State department or agency shall review spending and eliminate all nonessential expenditures. As part of this plan, each director shall:

(a) Reduce meetings of boards, councils and commissions where practicable and where permitted by statute;

(b) Consolidate all online and print subscriptions, and reduce, where appropriate, the number of printed reports through the implementation of online resources;

(c) Delay all computer and information technology purchasing, where such delay would not unreasonably interfere with the department or agency' core purpose and function;

(d) Review all cell phone plans, usage and policies, eliminate all unnecessary employee cell phone accounts, and ensure employees who require cell phones have appropriate plans;

(e) Review and, where possible, reduce or eliminate fleet usage by State employees within the department or agency; and

(f) Eliminate purchasing of all non-critical office supplies and amenities such as food, bottled water, and soft drinks.

7. This Order shall be effective immediately, and unless extended by a subsequent executive order, shall remain in effect until June 30, 2010.

IN WITNESS WHEREOF, I have hereunto set my hand and caused to be affixed the Great Seal of the State of Utah. Done at the Utah State Capitol in Salt Lake City, Utah, this 11th day of December 2009.

(State Seal)

Gary R. Herbert
Governor

Attest:

Greg Bell
Lieutenant Governor

2009/05/EO

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