



**ARIZONA STATE SENATE**  
*Forty-ninth Legislature, First Regular Session*

**PROGRAM PRESENTATION**  
Arizona Department of Administration Personnel Services

Background

Statute requires that the Director of the Department of Administration (ADOA) have authority for developing and administering a program of personnel administration for the state service in conformance with personnel rules and to establish offices necessary to maintain an effective and economical program of personnel administration.

The Human Resources Division is ADOA's personnel office, providing employee benefits, among other services. The division oversees Arizona Government University, which offers centralized training to state employees on a variety of topics. The division's operating budget is funded through a permanent statutory charge to state agency payrolls of 1.07 percent.

Fiscal Information

ADOA was appropriated \$19,168,000 and 177 FTEs for its operating budget in FY 2008-2009:

- 1) \$14,064,000 from the Personnel Division Fund.
- 2) \$5,104,000 from the Special Employee Health Insurance Trust Fund.

FY 2008-2009 Budget Action

Adjustments to ADOA's FY 2008-2009 budget include:

- 1) A \$2,424,200 lump sum reduction.
- 2) A \$441,200 salary lump sum reduction.
- 3) A fund reduction and transfer of \$935,600 from the Personnel Division Fund.

Attachments

Excerpt from the JLBC FY 2010 Baseline Book.

Prepared by Senate Research  
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BB/jas