

EXECUTIVE ORDER B-2-11

1-28-2011

EXECUTIVE ORDER B-2-11

WHEREAS the Governor's 2011-12 budget proposes to close the state's structural budget deficit in a balanced and sustainable manner, in part through substantial reductions in state operational expenses; and

WHEREAS the Governor's 2011-12 budget proposes to cut state operational expenses by reducing waste and promoting efficiencies; and

WHEREAS the state fleet has more than 50,000 vehicles and mobile equipment ranging from light to heavy-duty vehicles, emergency response vehicles, aircraft, boats, motorcycles and construction equipment; and

WHEREAS the state fleet has a replacement value exceeding \$1.5 billion, and annually uses more than \$90 million in fuel and incurs tens of millions of dollars in other operating expenses; and

WHEREAS state agencies report that thousands of vehicles are underutilized each year; and

WHEREAS state agencies report that approximately 4,500 vehicle home-storage permits have been issued that allow employees to take home vehicles that are used for purposes unrelated to public safety, health, or essential services; and

WHEREAS lowering fuel consumption in the state fleet will cut costs and reduce pollution, including greenhouse gas emissions.

NOW, THEREFORE, I, EDMUND G. BROWN JR., Governor of the State of California, by virtue of the power vested in me by the Constitution and the statutes of the State of California, do hereby issue the following orders to become effective immediately:

IT IS ORDERED that each agency secretary and department director immediately review their organization's vehicle home-storage permits and withdraw those that are non-essential or cost ineffective. By March 1, 2011, each agency secretary and department director shall report their findings and the results of their review.

IT IS FURTHER ORDERED that by February 15, 2011, each state agency and department shall update and certify their vehicle and mobile equipment information that is presently being collected by the Department of General Services, and shall thereafter provide monthly updates to the Department of General Services.

IT IS FURTHER ORDERED that each state agency and department shall conduct an analysis to determine the purpose of, the necessity for, and the cost-effectiveness of, the vehicles and equipment in their fleet. This analysis shall result in a plan to relinquish non-essential and cost-inefficient vehicles and equipment. The Department of General Services shall assist departments in developing their analysis and plans.

IT IS FURTHER ORDERED that each state agency and department shall submit for approval their analysis and plan to the Director of the Department of General Services and the Department of Finance. A schedule for submitting these analysis and plans shall be set by the Director of General Services and shall commence no later than March 1, 2011.

IT IS FURTHER ORDERED that state agencies and departments shall relinquish non-essential or cost-inefficient vehicles and equipment within 120 days when their analysis and plans are approved by the Department of General Services. The Department of General Services shall assist departments in relinquishing non-essential and cost-inefficient vehicles and equipment. Vehicles and equipment should be relinquished by selling them in a manner to maximize returns or by transferring them to other departments where there is a demonstrated need.

IT IS FURTHER ORDERED that the Department of General Services shall provide to the Department of Finance final titles of the relinquished vehicles. Each department or agency shall provide to the Department of Finance the amount of fiscal savings for the relinquished vehicles. The Department of Finance shall evaluate the total savings achieved and adjust departmental budgets to reflect those savings as appropriate.

IT IS FURTHER ORDERED that state agencies and departments are prohibited from purchasing any vehicles for non-emergency use except when:

The agency or department has fully relinquished its vehicles and equipment pursuant to its analysis and plan approved by Department of General Services;  
The purchase is necessary to protect the health and safety or security of the public;  
The purchase is necessary to provide critical services and functions; or  
The purchase will result in significant cost savings.

The Director of the Department of General Services must approve all such purchases, subject to the review of the Secretary of the State and Consumer Services Agency.

IT IS FURTHER ORDERED that this Executive Order shall supersede EO S-14-09 dated July 17, 2009.

IT IS REQUESTED that other entities of State government not under my direct executive authority conduct an analysis to determine the purpose of, the necessity for, and the cost-effectiveness of their vehicles and equipment in order to reduce additional waste and unnecessary costs.

This Executive Order is not intended to create, and does not create, any rights or benefits, whether substantive or procedural, or enforceable at law or in equity, against the State of California or its agencies, departments, entities, officers, employees, or any other person.

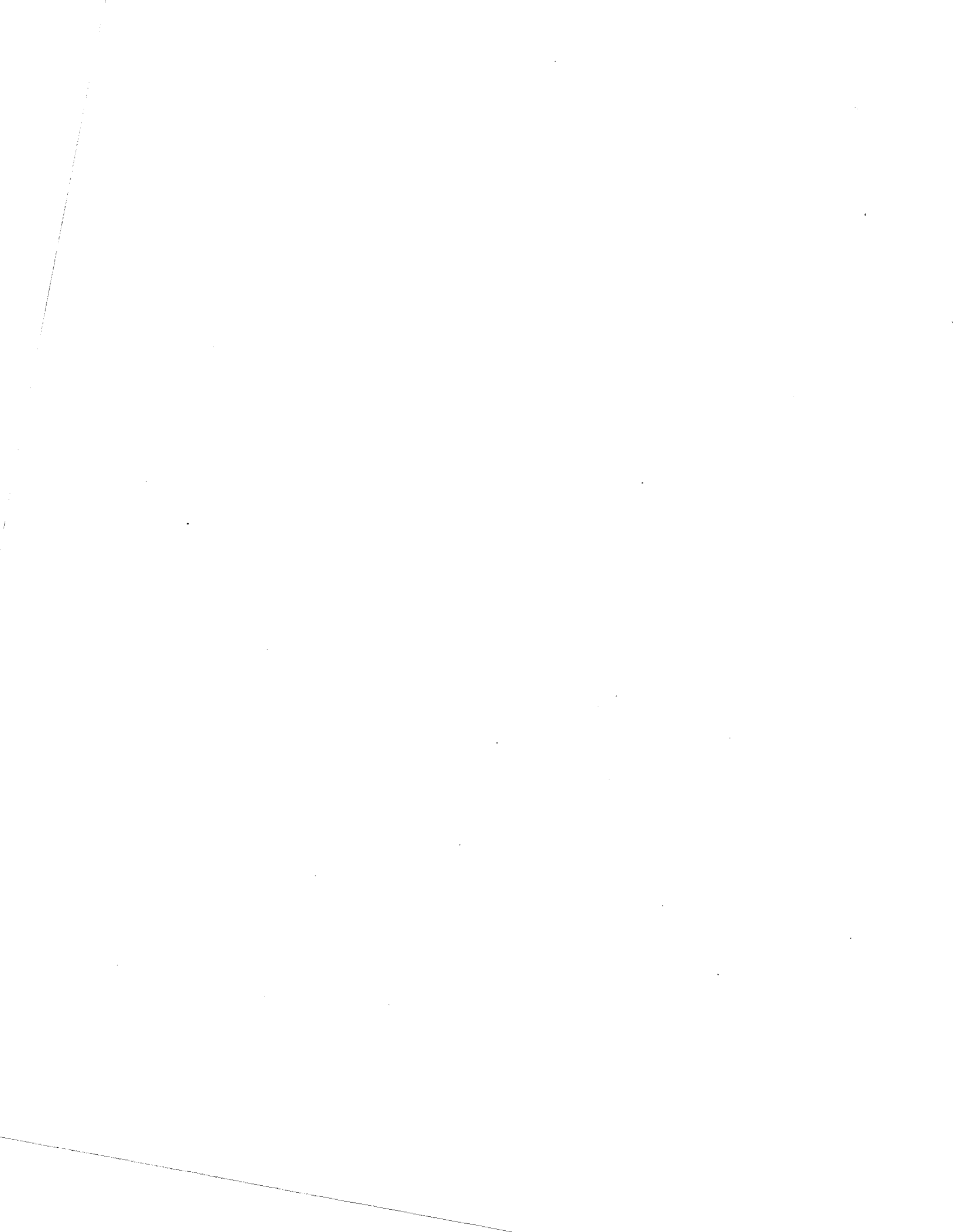
I FURTHER DIRECT that as soon as hereafter possible, this Order shall be filed with the Office of the Secretary of State and that it be given widespread publicity and notice.

IN WITNESS WHEREOF I have hereunto set my hand and caused the Great Seal of the State of California to be affixed this 27th day of January 2011.

\_\_\_\_\_  
EDMUND G. BROWN JR.  
Governor of California

ATTEST:

\_\_\_\_\_  
DEBRA BOWEN  
Secretary of State



**EXECUTIVE ORDER B-3-11**

2-15-2011

WHEREAS, California's significant imbalance between revenues and expenditures has resulted in an estimated budget deficit of \$25.4 billion; and

WHEREAS, strong measures must be implemented to reduce costs and to regain and safeguard the trust of the people of California; and

WHEREAS, Executive Order B-1-11, issued on January 11, 2011, ordered state agencies and departments to review operational costs and to identify ways of reducing waste, redundancies and associated costs to create a more efficient and effective government, while protecting core services; and

WHEREAS, the Governor's 2011-12 budget proposes a reduction of \$363 million (\$200 million from the General Fund) in state operation efficiencies and other savings; and

WHEREAS, restrictions on hiring are necessary to help achieve these savings; and

WHEREAS, these restrictions should be implemented in a manner that promotes true cost reductions, encourages better fiscal management by agencies and departments, protects the health, safety, and welfare of the State, and allows the State adequately and properly to serve the People of California;

NOW, THEREFORE, I, EDMUND G. BROWN JR., Governor of the State of California, by virtue of the power and authority vested in me by the Constitution and statutes of the State of California, do hereby issue this order to become effective immediately:

1. State agencies and departments are prohibited from filling vacant positions, regardless of the positions' funding source, except as provided for herein. This prohibition applies to:

- Appointments of any persons not currently employed by the State, including permissive reinstatements, limited-term appointments, temporary-authorization appointments, training-and-development assignments, and retired-annuitant appointments.
- Increases in time base.
- Appointments of seasonal employees.
- Appointments of permanent intermittent employees.
- Interdepartmental transfers of current permanent or probationary employees.

2. Agency secretaries and department directors who do not report to an agency secretary are authorized to exempt the following appointments:

- Emergency appointments as specified in law.
- Mandatory reinstatements.
- Appointments of employees currently serving a temporary-authorization appointment in lieu of permanent appointment.
- Intradepartmental transfers of current permanent or probationary employees.

3. Agency secretaries and department directors who do not report to an agency secretary may request exemption for appointments that are essential to carry out the following responsibilities if the responsibilities cannot be fulfilled by existing staffing levels:

- Direct, hands-on services to clients in 24-hour care institutions.
- Emergency response and public safety defined as services and functions directly related to the preservation and protection of human life and safety; emergency and disaster response activities that are necessary to prevent,

contain, or mitigate the effects of a disastrous event and minimize the loss of life or property.

- Revenue generation.
  - Core functions of departments' statutory missions.
  - Essential functions that could otherwise only be fulfilled by paying existing employees more in overtime than the costs of the requested exemption.
- Requests for exemptions shall be submitted to the Governor's Office for approval in accordance with forms and instructions that will be issued by the Department of Finance.

4. State agencies and departments are prohibited from initiating or increasing personal-services contracts to compensate for the effects of these hiring restrictions.

5. The Department of Finance will work with agencies and departments to develop targets for budgetary reductions in lieu of the hiring restrictions. Departments that achieve their target budget reductions, as determined by the Director of the Department of Finance, will be exempted from the provisions of this executive order.

6. IT IS REQUESTED that other entities of State government not under my direct executive authority implement similar limitations on their appointments to reduce State expenditures.

This Executive Order is not intended to create, and does not create, any rights or benefits, whether substantive or procedural, or enforceable at law or in equity, against the State of California or its agencies, departments, entities, officers, employees, or any other person.

I FURTHER DIRECT that as soon as hereafter possible, this Order shall be filed with the Office of the Secretary of State and that it be given widespread publicity and notice.

IN WITNESS WHEREOF I have hereunto set my hand and caused the Great Seal of the State of California to be affixed this 14th day of February 2011

\_\_\_\_\_  
EDMUND G. BROWN JR.  
Governor of California

ATTEST:

\_\_\_\_\_  
DEBRA BOWEN  
Secretary of State

###