

OFFICE OF OPERATIONS AND MANAGEMENT SERVICES

PROGRAM: Office of Operations and Management Services

DESCRIPTION:

State Operations

The Office of Operations and Management Services staff ensures the effective, efficient and prudent use of Department fiscal and human resources by providing executive direction, leadership and administrative support for the program offices in advancing the Regents Strategic Plan.

The services provided by the Office of Operations and Management Services are:

- Human resources management, including labor relations and staff development.
- Financial management, including processing payments and claims for school districts and service providers.
- Budgeting services.
- Information technology systems development and support including project management.
- Business services, including printing and distribution of Department publications and exams and maintenance of facilities.
- Internal and external auditing.
- Public information.
- Intergovernmental relations.
- Legal services.
- State Review Office.
- Office of Innovation which includes coordination of all emergency preparedness functions for the Department.

REGENTS GOALS: 1; 3; 4; 5; 6

AUTHORITY:

Federal Statute:

Federal Regulation:

State Statute:

State Regulation:

FUNDING SOURCE(S):

State-	23%
Federal-	8%
Special Revenue-	69%
Total-	\$60.9m

NUMBER OF INDIVIDUALS SERVED: n/a

CONTACT OFFICE: Deputy Commissioner for Operations and Management Services

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PROGRAM: Education Department Capital Projects

DESCRIPTION:

The Office of Facilities and Business Services implements the Department's minor rehabilitation projects, as well as major capital initiatives. Projects generally involve new facilities, energy conservation, preservation, and improvements to health and safety. All projects received direct State appropriations prior to 1991. However, since that time, and until most recently, the majority of the Department's large capital projects have been funded through the Dormitory Authority of the State of New York bonding. Unlike State Operation funds, capital funds are reappropriated for several years reflecting the time it takes to complete a capital project.

Examples of recent capital projects include the renovation of space in the Main Education Building, which involved the 2nd, 3rd and 5th floors, and most recently the exterior cleaning of the Education Building.

Renovations of the School for the Deaf in Rome, the School for the Blind in Batavia and the Native American reservation schools at Tuscorora, Onondaga and St. Regis Mohawk are also capital projects that are managed by Department staff.

Capital projects in the Cultural Education Center will include renovation of space for the New York State Museum, Archives and Library to ensure the preservation of collections. The first phase of this project will renovate space to relocate the Museum Exhibit Production offices and shops from leased space. The project will enhance production, address health and safety issues, ensure code compliance and eliminate costly leased space. Renovations of the 3rd floor and 11th floor space will address the needs of collections and staff, which will help provide enhanced services for the citizens of New York State and the world.

REGENTS GOALS: 5; 6

AUTHORITY:

Federal Statute:

Federal Regulation:

State Statute:

State Regulation:

FUNDING SOURCE(S):

State-	79%
Federal-	
Special Revenue-	Bonded - 21%
Total-	\$24.4m

NUMBER OF INDIVIDUALS SERVED: n/a

CONTACT OFFICE: Director, Facilities and Business Services

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