

# STATE OF INDIANA

## EXECUTIVE DEPARTMENT INDIANAPOLIS

EXECUTIVE ORDER 25-02

**FOR: CREATION OF THE OFFICE OF THE SECRETARY OF  
MANAGEMENT AND BUDGET**

TO ALL WHOM THESE PRESENTS MAY COME, GREETINGS.

### PREAMBLE

The public servants of the State of Indiana are committed to continually improving the services, performance, and outcomes of state government and realizing a safe, healthy, and prosperous home for all Hoosiers. To achieve these aims, the Governor's Cabinet has been established and several Cabinet Offices have been created to oversee the operations of state agencies within a specific government function to optimize government focus, accountability, and commitment to all Hoosiers.

**WHEREAS,** one Cabinet Secretary has been created to oversee the State of Indiana's fiscal management and operational support, the Office of Management and Budget; and

**WHEREAS,** it is appropriate and necessary to give immediate effect to Executive Order 25-01, which created the Office of the Secretary of Management and Budget, by establishing the Office's management, operations, staffing, and funding, by designating the state agencies under the Office's authority, and by specifying the Office's and state agency's rights, responsibilities and obligations in this Executive Order;

**NOW, THEREFORE, I, MICHAEL K. BRAUN,** by virtue of the authority vested in me as the Governor of the State of Indiana, do hereby order that:

1. In accordance with and subject to the terms and conditions of Executive Order 25-01, the Creation of the Governor's Cabinet, the Office of the Secretary of Management and Budget ("Office") has been created and is led by the Secretary of Management and Budget ("Secretary").
2. The Secretary shall be appointed by, be responsible to, and serve at the pleasure of the Governor, shall be a member of the Governor's Cabinet and shall oversee and coordinate the State's fiscal management and operational support.
3. The Secretary shall be the chief executive officer of the Office, shall assume oversight of the operations of the state agencies that are under the authority of Office, and shall have such additional powers, duties, and responsibilities as designated by the Governor, from time to time, consistent with the exercise of executive authority under the Constitution and laws of the State of Indiana.
4. The Secretary is hereby authorized and directed to establish and oversee the Office which will provide the staff necessary for the Secretary to meet the Secretary's responsibilities under this Executive Order. The staff of the Office shall consist of a Chief of Staff to be appointed by the Secretary and such other staff to be appointed by the Secretary as may be necessary with approval of the Governor.
5. The Secretary shall, among other things, undertake the following:
  - a. Evaluate current budgets, identify savings opportunities, and assess funding sustainability across state agencies;
  - b. Assess state agency management and operations;
  - c. Review regulations and identify opportunities for policy codification and to reduce regulation;

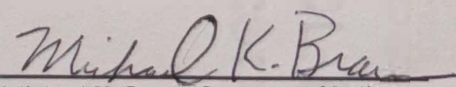
- reduce regulation;
  - d. Identify significant legislative needs;
  - e. Evaluate staffing and vacancies and identify and reorganize key roles to reduce the cost and maximize the efficiency of the state agency workforce;
  - f. Make recommendations to the Governor regarding any matter within Secretary's responsibilities;
  - g. Oversee, coordinate and implement the policy initiatives of the General Assembly and the Governor, including:
    - i. Reforming and reducing the property tax and lowering taxes;
    - ii. Maintaining a balanced budget and reducing the cost of state government;
    - iii. Improving constituent services;
    - iv. Establishing financial management policies and requirements and issuing policies and directives to guide their implementation;
    - v. Advising state agencies on the requirements for developing, operating, and improving financial management systems;
    - vi. Settling disputes among state agencies around the implementation of financial management policies;
    - vii. Maintaining qualification standards for state agency budget directors and other financial management staff, and providing state agencies with advice on financial management staff's selection and retention; and
    - viii. Improving constituent services;
  - h. Oversee collaboration among state agencies to implement, and to optimize programs to reach and benefit all Hoosiers;
  - i. Oversee collaboration with business, industry, trade groups, and public officials to determine and meet current and future needs; and
  - j. Promote enhanced opportunities for all Hoosiers.
6. The following state agencies, instrumentalities, authorities, boards, commissions, and officers of the executive are under the authority of the Office and shall report to and be responsible to the Secretary to the fullest extent permitted by law:
- a. Archives and Records Administration
  - b. Board of Tax Review
  - c. Department of Administration
  - d. Department of Local Government Finance
  - e. Department of Revenue
  - f. Department of Personnel
  - g. Distressed Unit Appeal Board
  - h. Management Performance Hub
  - i. Office of Administrative Law Proceedings
  - j. Office of Technology
  - k. Public Access Counselor
  - l. State Budget Agency
7. The Secretary shall have the responsibility for coordinating policy with the following state agencies, instrumentalities, authorities, boards, commissions, and officers of the executive, as well as any bodies corporate and politic set up as instrumentalities of the State, to the fullest extent permitted by law:
- a. Indiana Finance Authority
  - b. Office of the Inspector General
  - c. Public Retirement System
  - d. State Board of Accounts
  - e. State Employees' Appeals Commission
  - f. State Ethics Commission
8. The Governor may assign to the Office additional state agencies, instrumentalities, authorities, boards, commissions, and officers of the executive, as well as any bodies corporate and politic set up as instrumentalities of the State, at the Governor's discretion to the fullest extent permitted by law.



9. All state agencies, instrumentalities, authorities, boards, commissions, and officers of the executive, as well as all bodies corporate and politic set up as instrumentalities of the State, that are under the authority of the Office, shall cooperate with, and provide assistance to, the Secretary in implementing this Executive Order to the fullest extent permitted by law.
10. The Secretary is hereby authorized and directed to enter into such inter-agency agreements or memoranda of understanding, and to take such other action as may be necessary to implement, this Executive Order, to the fullest extent permitted by law, to provide for:
  - a. Administrative support for the Secretary;
  - b. The organization of an Office of the Secretary to assist the Secretary in performing the duties of the Secretary;
  - c. The hiring, management, and compensation of staff as necessary or appropriate to assist the Secretary in performing the duties of the Secretary;
  - d. Adequate public funds to assist the Secretary in performing the duties of the Secretary;
  - e. The interchange of personnel between state agencies as necessary or appropriate to achieve intergovernmental cooperation of the state agencies under the authority of the Office, including providing necessary staff for the Office of the Secretary;
  - f. Establishment of a framework of agency rights and obligations, including an agency's obligation to be responsible to or to report to the Secretary; and
  - g. Funding of state agency programs and initiatives in order to meet the policy objectives of the Office and of the Governor.
11. The state agencies under the authority of the Office shall be obligated to enter into such inter-agency agreements or memoranda of understanding as requested by the Secretary to the fullest extent permitted by law.
12. All state agency personnel of a state agency under the authority of the Office, who are appointed by, and serve at the pleasure of, the Governor, shall be responsible and report to the Secretary.
13. The Secretary shall provide to the Governor such reports as requested by the Governor, including all copies of reports that are required to be submitted to the Budget Committee and the General Assembly.
14. The Office shall have General Counsels as appropriate who shall be appointed by, and serve at the pleasure of the Governor, shall report to the Secretary of the Cabinet Office, and shall be responsible to the Governor's General Counsel.
15. Upon enactment of the legislation by the General Assembly to codify the measures described in this Executive Order, this Executive Order will expire as to those measures, provided that this Executive Order shall continue in effect as to the other measures described herein.



IN TESTIMONY WHEREOF, I,  
Michael K. Braun, have hereunto set  
my hand and caused to be affixed the  
Great Seal of the State of Indiana on  
this 13th day of January, 2025.

  
Michael K. Braun Governor of Indiana

DIEGO MORALES

ATTEST:     Diego Morales  
                 Secretary of State