



STATE EMPLOYEES' APPEALS COMMISSION

Michael K. Braun, Governor

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TO: Chad E. Ranney, State Budget Director
Courtney Everett, Deputy Budget Director

FROM: Erin M. McQueen, State Employees' Appeals Commission (BU-00074)
Agency Head/Chief Administrative Law Judge/General Counsel/Director

DATE: June 27, 2025

RE: SEAC's FY 26 Strategic Spending Reduction Plan

1. Spending Plan to Achieve Reserve Target

The State Employee's Appeals Commission (SEAC) is a very small agency with only two personnel, the Agency Head who performs multiple roles and a paralegal. The majority of the SEAC budget is allocated to salaries, with operating expenses carefully managed to remain cost-effective. SEAC has always had a very lean budget. This includes salaries and a small operating budget (IOT charges, HR charges, SBA-CU charges, etc.). Salaries are the largest part of SEAC's budget.

In order to achieve the reserve target¹ SEAC will need to eliminate the paralegal position which will leave the agency with only the Agency Head to perform all the functions of the agency. This would not only result in losing an exceptional paralegal who plays a vital role in the agency's effectiveness but also create significant challenges in operating SEAC. The disruption would lead to decreased agency performance, as the Agency Head would be forced to balance all of the responsibilities of the office. This would greatly alter the agency's ability to function efficiently and effectively. All the improvements and efficiencies that SEAC was able to achieve when the agency obtained the paralegal position will be lost.

The State Budget Agency has finalized a funding source and secured the approval of the State Budget Director to retain SEAC's current staff throughout the biennium.

2. Compliance with FMC policies

SEAC's plan does not impede FCM policies.

3. Cost savings identified by the agency

SEAC has always had a lean budget which includes salaries and operating expenses. All operating expenses were reviewed but no substantial savings could be found. Some time ago, the Agency Head stopped submitting for agency payment certain items such as attorney disciplinary fees, Indiana Association of Administrative Law Judges annual membership dues and self pays for these expenses. In

¹ Please note an exception request to the 5% was submitted to SBA on June 18, 2025. However, since that time further analysis of the budget has determined that even if the exception was granted and the paralegal position converted to part-time, SEAC would budget would exceed the appropriation. So, without additional funding, SEAC would need to eliminate the paralegal legal position.

addition, the Agency Head's predecessor attend an out of state conference every year. The current Agency Head reviewed this conference when she was appointed to SEAC, but decided that the cost was not worth the benefit, so never attended which resulted in savings to the agency. The Agency Head (who is also the administrative law judge for the agency) finds free or low cost continuing legal education seminars to fulfill the annual legal education requirement.

Consequently, the only option left for SEAC to meet its FY 26 appropriation is to eliminate the paralegal legal position which will leave the Agency Head as the only employee to perform all the agency's functions. This would greatly alter the agency's ability to function efficiently and effectively.

The State Budget Agency has finalized a funding source and secured the approval of the State Budget Director to retain SEAC's current staff throughout the biennium.

4. Federal funding

SEAC does not have any federal funding nor are there opportunities for federal funding.

5. Agency Staffing Plans.

SEAC had no plans for additional staff.

7. Open contracts

SEAC does not have any contracts.

8. Agency procurement and technology needs through June 30, 2026

SEAC does not have procurements or planned new procurements or technology needs. SEAC is awaiting IDOA's new QPA for legal research (LexisNexis) for the agency's legal research needs. Currently, the agency is month to month at the former QPA pricing.

9. Capital plans

SEAC does not have any capital plans.

10. Anticipated exception to FMC's, state policies (with justification).

SEAC has no anticipated exceptions to FMC's or state policies.



State of Indiana

State Budget Agency
State House #212
Indianapolis, IN 46204
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Mike Braun, Governor
Chad Ranney, Director

Approved Fiscal Year 2026 Strategic Spending Reduction Plan

Agency Name: State Employees' Appeals Commission

Pursuant to applicable state budgeting and financial management guidelines, the undersigned hereby affirm that the Fiscal Year 2026 Strategic Spending Reduction Plan submitted for the above-named agency has been reviewed and is approved for implementation. This approval signifies the plan submitted is in alignment with agency priorities, applicable legal requirements, and available funding levels.

Chad E. Ranney

Chad E. Ranney

State Budget Director

Date: 9/3/25

Lisa W. Hershman

Lisa W. Hershman

Secretary of Management and Budget

Date: September 3, 2025

/s/ Erin M. McQueen

Erin M. McQueen

Agency Head, Director, Chief Administrative Law Judge, General Counsel

Date: 9/2/2025

Ensuring that Indiana's priorities are funded today and tomorrow.