

Duties of Idaho State Officers

Governor: Section 5 of the *Idaho Constitution* vests the governor with “supreme executive power” and tasks the governor with responsibility for ensuring all State laws are faithfully executed.

The governor appoints department heads and members of boards and commissions, issues executive orders which have the force and effect of law, and drafts and recommends a budget to the Idaho Legislature. On extraordinary occasions the governor can convene special sessions of the Legislature. He must give final approval of legislation, by signing bills passed by the Legislature. He has the power to veto bills but must list his objections. The Legislature can override a veto by a two-thirds vote of each chamber.

The governor is the commander-in-chief of the military forces, except when they are called into actual service of the United States. He is president of the Board of Examiners and chairman of the State Board of Land Commissioners.

Summary of Duties: (1) Supreme executive power; (2) appoints department heads, board and commission members; (3) issues executive orders; (4) makes budget recommendations; (5) convenes special sessions of legislature; (6) signs and vetoes bills; (7) commander-in-chief of state militia; and (8) President of Board of Examiners and Idaho Land Board

Lt. Governor: As Lieutenant Governor, it is my duty to preside over the Idaho State Senate and serve as Governor when he is outside of the state. I also serve as the Governor's chief appointment officer, vetting candidates for boards, commissions and councils. My most important duty is working on economic development across Idaho.

Summary of Duties: (1) Presides over state Senate; (2) first in succession for Governor; and (3) serves as acting Governor

Attorney General: The Office of the Attorney General provides legal representation to the State of Idaho. The Attorney General and his deputies represent numerous state agencies and offices. Examples include the Department of Labor, Idaho State Police and the Secretary of State. By law, the office does not provide legal representation to individual citizens.

Summary of Duties: (1) Chief legal officer; (2) represents all state agencies and officers; (3) issues official legal opinions; (4) represents Idaho in all state and federal courts; and (5) member of State Land Board and state Examiners Board.

State Treasurer: The Idaho State Treasurer operates as the chief financial officer and banker of monies collected by Idaho. Duties include receiving all state monies, redeeming warrants, accounting for the receipt and disbursement of public funds, investing idle state monies, issuing state tax anticipation notes, investing local government and agency monies and acting as

custodian for worker's compensation insurance securities on deposit with the state and custodian of the Endowment Public School Income Fund.

The Treasurer's Office is also the administrator of Idaho's Unclaimed Property Program. More than \$175 million in unclaimed assets in Idaho are just waiting to be claimed. These include stocks, bonds, mutual funds, bank accounts, uncashed payroll checks, utility deposits, traveler's checks, contents from deposit boxes, and more. Most of the assets are ones that people didn't know they had or just forgot about, and sometimes they are worth thousands of dollars.

Additionally, the Idaho State Treasurer administers several programs including the 529 College Savings Program, the Idaho Bond Bank, and the Idaho School Bond Guaranty Program.

The Idaho State Treasury is dedicated to looking after the hard-earned dollars of our citizens. Our primary goal is to promote public confidence in the Treasury through prudent administrative and investment policies.

Mission Statement

The Idaho State Treasurer's Office provides financial services for state and local agencies and administers programs that promote financial education for Idaho's citizens. We strive to provide the best service possible through innovation and to protect the state's assets by applying prudent and ethical banking and investment practices.

Summary of Duties: (1) State's chief financial officer and banker of Idaho monies; (2) Manages \$3 billion in state funds; (3) receives and disburses all state funds as state's bank; (4) invests idle state money; and (5) administers millennium, college savings, and prime loan programs.

State Controller: The Idaho state controller is one of seven statewide elected constitutional officers in the executive branch of Idaho state government and serves a four-year term. In 1994, a constitutional amendment passed by Idaho voters changed the name of the state auditor to state controller. This amendment granted the state controller the authority to establish statewide internal pre-audit accounting controls to assure state funds are spent properly. The amendment transferred post-audit functions to the Legislative Services Office enabling separation of accounting and after-the-fact auditing operations.

Summary of Duties: (1) Chief Financial Officer for state funds; (2) pays state bills and employees; (3) maintains reporting and accounting systems; (4) member of Board of Examiners, Land Board, and Board of Canvassers; (5) manages central computer service center; and (6) administrator of state Social Security programs.

Secretary of State: As your Secretary of State, it is my pleasure to serve the people of Idaho and to welcome you to the Idaho Secretary of State website. In our effort to provide you with better information and increase the efficiency of our services, we have designed this site with our three major divisions in mind—**Business Services, Elections, and Government Services.**

Many of our **Business Services** are now available online which makes it easier to start and run a business in Idaho. These services include filing an annual report, searching for a business entity, monitoring your business identity, and more. This division also handles notaries and apostilles, liens, trademarks, and video franchise information.

Our **Elections** division works to ensure the accuracy and integrity of Idaho’s elections. By maintaining and modernizing the security and integrity of our election system, it is our intent to have every voice be heard and every vote counted properly. Our mission includes increasing transparency of campaign finances by simplifying the process of submitting and accessing disclosure reports.

Our office is also responsible for providing certain **Government Services.** These include producing Idaho’s Blue Book and several other publications, maintaining Idaho’s health care directive and will registries, and providing an Address Confidentiality Program (ACP) for people who need to escape domestic violence, abuse, or stalking.

Summary of Duties: (1) Member of Land Commissioners, Examiners, and Canvassers boards; (2) chief elections officer, publishes election laws and election calendar; (3) keeper of the Great Seal of the State; (4) administers campaign and lobbying disclosures; (5) files bills, proclamations, executive orders, business documents, trademark documents, and notary documents; and (6) certifies county votes and state election results

Superintendent of Public Instructions: The Idaho State Department of Education (SDE) is a government agency supporting schools and students. We are responsible for implementing policies, distributing funds, administering statewide assessments, licensing educators, and providing accountability data. We deliver leadership, expertise, research, and technical assistance to school districts and schools to promote the academic success of students.

Summary of Duties: (1) Member of Board of Education and Land Board; (2) chief executive officer of Idaho Department of Education; and (3) provides professional assistance to all public school districts.