Executive Order 2011-04

Designating the Arizona Department of Administration as the State Agency Responsible for Preparing Official Population Estimates and Projections for the State of Arizona

(Amending and Superseding Executive Order 2009-01)

WHEREAS, the Arizona Department of Commerce has been restructured into a public-private partnership called the Arizona Commerce Authority to increase Arizona's global competitiveness through leadership and collaborative partnerships; and

WHEREAS, the demographic, employment, and economic research functions previously performed by the Arizona Department of Commerce are of vital importance to the State of Arizona; and

WHEREAS, the need exists to revise Executive Order 2009-01 to designate the Arizona Department of Administration as the State agency responsible for official population estimates and projections, with the Arizona Department of Economic Security having final signature approval of population estimates by authority of the Arizona Constitution, Article 9, Section 20 and A.R.S. § 41-1954.

NOW THEREFORE, I, Janice K. Brewer, Governor of the State of Arizona, by the authority vested in me by the Arizona Constitution and the laws of the State, do hereby order and direct as follows:

1. The Arizona Department of Administration (ADOA) shall be the agency designated to produce the official population estimates and projections for the State of Arizona.

2. The Council for Technical Solutions (the "Council") shall be continued and provide recommendations to ADOA on the technical means to improve the quality of the population data, methodology, standards, and analytic techniques. The Council shall be comprised of the following:
   The State Demographer (who shall be the chairperson of the Council)
   A representative of each of the three State universities in Arizona
   A representative of each of the six Regional Councils of Governments in Arizona
   A representative of the Arizona Department of Health Services
   A representative of the Arizona Department of Transportation
   At least one demographic expert selected by ADOA and any additional demographic experts selected by ADOA

3. ADOA shall produce annual official population estimates, which shall be dated as of July 1 and released to the public by December 15 of that same year. The official population estimates shall include estimates for the State, its counties, its incorporated jurisdictions and the unincorporated balance of each county.

4. ADOA shall produce the official population projections for each year for a minimum of the next 25-year period. The projections shall be dated as of July 1 and shall include projections for the State, its counties, its incorporated jurisdictions and the unincorporated balance of each county.

5. ADOA shall release the State and county projections as soon as possible following the release of detailed decennial census data by the U.S. Department of Commerce, Bureau of the Census, but no later than December 31 in years ending in 2. These projections shall be updated twice, at three year intervals, prior to the release of the next decennial census data and no later than December 31 in years ending in 5 and 8.

6. ADOA shall release the projections for the State's incorporated jurisdictions and the unincorporated balance of each county as soon as possible following the release of the State and county projections, but no later than nine months thereafter.

7. All executive branch State agencies shall cooperate with ADOA by providing access to records and data necessary to prepare the population estimates and projections. To allow for year to year and longitudinal comparisons of estimates and projections, all executive branch State agencies that provide data used by ADOA to formulate its estimates and projections (e.g., births, deaths, driver license data, etc.) shall ensure each year's data is collected and measured using methods consistent from year to year, starting as of the year 2000.

8. ADOA shall work with Regional Councils of Governments to obtain data necessary to calculate the population estimates and projections, including the Regional Councils of Governments' population estimates and projections for incorporated jurisdictions and the unincorporated balance of counties. The Regional Councils of Governments shall provide work files sufficient in detail for ADOA to confirm that the assumptions and methods are consistent with the ADOA assumptions and methods used in determining population estimates and projections. The Regional Councils of Governments shall submit population projection data for incorporated jurisdictions and the unincorporated balance of counties to ADOA no later than six months after ADOA's release of State and county population projections in order to be included in ADOA's projections.

9. ADOA, with assistance from the Council, shall develop a user challenge process by which any city or county included in the population estimates may challenge ADOA's annual estimate. The challenge must be made in writing within 90 calendar days of the official release of the annual population estimates. The challenge process shall explicitly identify the data required to invoke a challenge. This shall be a cooperative process between ADOA and the challenging government.

10. Population estimates and population projections produced by ADOA in accordance with this Executive Order shall be used by all State agencies for all purposes, including those required by federal law, which necessitate the development of population estimates or population projections.

IN WITNESS WHEREOF, I have unto set my hand and caused to be affixed the Great Seal of the State of Arizona.

Janice K. Brewer

GOVERNOR

DONE at the Capitol in Phoenix on the 23rd day of June in the year Two Thousand and Eleven and of the Independence of the United States of America the Two Hundred and Thirty-fifth.

ATTEST: Ken Bennett

SECRETARY OF STATE