

# **State of Alaska FY2007 Governor's Operating Budget**

**Department of Administration  
Alaska Public Offices Commission  
RDU/Component Budget Summary**

**RDU/Component: Alaska Public Offices Commission***(There is only one component in this RDU. To reduce duplicate information, we did not print a separate RDU section.)***Contribution to Department's Mission**

To encourage the public's confidence in their elected and appointed officials.

**Core Services**

- Administer laws upholding the public's right to know the financial affairs of lobbyists and their employers, public officials, political groups, and candidates for state and municipal office.
- Publish disclosure information required by law in an easily accessible format so that Alaskans can make informed decisions.
- Interpret the disclosure laws and assist persons in complying, conduct training seminars, provide reporting forms and manuals of instruction for candidates, groups, lobbyists, and public officials.
- Examine and compare reports for possible violations of the disclosure laws, and enforce the laws through compelling the filing of required reports, civil penalty assessments and complaint investigation.
- Adopt regulations, issue formal opinions, recommend legislative changes, adjudicate requests to reduce civil penalties for noncompliance with reporting requirements, recommend removal of candidates from the ballot in accordance with law, and adjudicate complaints through approval of settlements, civil penalty assessments and public hearings.

End Results	Strategies to Achieve Results
<b>A: Informed Voters</b>  <u>Target #1:</u> Campaign finance information published no later than five days before election day. <u>Measure #1:</u> Percentage of campaign disclosure reports published within five days of election day.	<b>A1: Improve timely publishing of campaign disclosure reports.</b>  <u>Target #1:</u> 50% increase of electronic campaign disclosure reports filing for the 2006 state elections. <u>Measure #1:</u> Percentage increase of campaign disclosure statements submitted in electronic format.
End Results	Strategies to Achieve Results
<b>B: Accountable election campaigns.</b>  <u>Target #1:</u> Reduce missing, late, and incomplete reports; reduce other violations of the campaign disclosure law. <u>Measure #1:</u> Percent of change in the number of reports submitted timely and complete.	<b>B1: Improve timely auditing of reports.</b>  <u>Target #1:</u> Audit all campaign disclosure reports. <u>Measure #1:</u> Percent of campaign disclosure reports audited.  <b>B2: Timely resolution of adjudication complaints.</b>  <u>Target #1:</u> Complaints reach their final dispensation within 60 days; unless expedited. <u>Measure #1:</u> Percent of complaints adjudicated within 60 days.
End Results	Strategies to Achieve Results
<b>C: Increased public awareness of how lobbying activities impact the political process.</b>	<b>C1: Timely publishing of lobbying activity reports.</b>  <u>Target #1:</u> Publish lobbyist directory within ten days of

<u>Target #1:</u> 100% compliance with the lobbying registration and reporting requirements. <u>Measure #1:</u> Percent of registrations and reports in compliance.	the beginning of each legislative session. <u>Measure #1:</u> Date on which first directory is published.  <u>Target #2:</u> Audit all lobbyist and employer of lobbyist reports. <u>Measure #2:</u> Percent of reports audited.
End Results	Strategies to Achieve Results
<b>D: Accountable elected and appointed public officials.</b>  <u>Target #1:</u> Audit all state financial disclosure reports. <u>Measure #1:</u> Percent of reports filed both timely and complete.	<b>D1: Improve timely review of financial disclosure reports.</b>  <u>Target #1:</u> Reduce late or incomplete financial disclosure reports. <u>Measure #1:</u> Percent of public official and legislative financial disclosure reports filed on time and complete.

### FY2007 Resources Allocated to Achieve Results

**FY2007 Component Budget: \$904,900**

**Personnel:**

Full time	8
Part time	1
<b>Total</b>	<b>9</b>

## Performance Measure Detail

### A: Result - Informed Voters

**Target #1:** Campaign finance information published no later than five days before election day.

**Measure #1:** Percentage of campaign disclosure reports published within five days of election day.

**% of campaign disclosure reports published within five days of election.**

Fiscal Year	Quarter 1	Quarter 2	Quarter 3	Quarter 4
FY 2005	30.0%	35.0%	75.0%	*100.0%

\* Only Anchorage Municipal reports were included for this time period.

**Analysis of results and challenges:**

07/01/04-09/30/04: 30%, the low percentage was due to non-electronic filings which require manual processing.

10/01/04-12/31/04: 35%, low percentage due to the lack data-entry support and a majority of non-electronic filings.

01/01/05-03/31/05: 75%, part time non-permanent clerical support assisted with data entry.

04/01/05-06/30/05: 100%, only Anchorage Municipal reports were included for this time period.

### A1: Strategy - Improve timely publishing of campaign disclosure reports.

**Target #1:** 50% increase of electronic campaign disclosure reports filing for the 2006 state elections.

**Measure #1:** Percentage increase of campaign disclosure statements submitted in electronic format.

**% increase of campaign disclosure statements submitted in electronic format.**

Fiscal Year	Quarter 1	Quarter 2	Quarter 3	Quarter 4
FY 2005	30.0%	25.0%	18.0%	11.0%

**Analysis of results and challenges: .**

07/01/04-09/30/04: 30% increase in electronic filing.

10/01/04-12/31/04: 25% increase in electronic filing.

01/01/05-03/31/05: 18% decrease in electronic filing.

04/01/05-06/30/05: 11% decrease in electronic filing.

**B: Result - Accountable election campaigns.****Target #1:** Reduce missing, late, and incomplete reports; reduce other violations of the campaign disclosure law.**Measure #1:** Percent of change in the number of reports submitted timely and complete.**Analysis of results and challenges: .**

07/01/04-09/30/04: This measurement will occur in July 2005, after auditing of 2004 campaign disclosure reports.

10/01/04-12/31/04: This measurement will occur in July 2005, after auditing of 2004 campaign disclosure reports.

01/01/05-03/31/05: 11% increase in late or incomplete state election reports.

04/01/05-06/30/05: 5% decrease in late or incomplete reports.

**B1: Strategy - Improve timely auditing of reports.****Target #1:** Audit all campaign disclosure reports.**Measure #1:** Percent of campaign disclosure reports audited.**% of campaign disclosure reports audited.**

Fiscal Year	Quarter 1	Quarter 2	Quarter 3	Quarter 4
FY 2005	.5%	10.0%	85.0%	*100.0%

*\* Only Anchorage Municipal reports were included for this time period.***Analysis of results and challenges: .**

07/01/04-09/30/04: .5% of campaign disclosure reports were audited.

10/01/04-12/31/04: 10% of campaign disclosure reports were audited.

01/01/05-03/31/05: 85% of backlogged reports were audited by temporary clerical support.

04/01/05-06/30/05: 100% of Anchorage Municipal campaign reports received a desk audit.

**B2: Strategy - Timely resolution of adjudication complaints.****Target #1:** Complaints reach their final dispensation within 60 days; unless expedited.**Measure #1:** Percent of complaints adjudicated within 60 days.**Analysis of results and challenges: .**

07/01/04-09/30/04: 100%, five complaints received and adjudicated within 60 days.

10/01/04-12/31/04: 100%, five complaints received and adjudicated within 60 days.

01/01/05-03/31/05: No complaint activity.

04/01/05-06/30/05: 1 complaint was received and adjudicated within 60 days.

### C: Result - Increased public awareness of how lobbying activities impact the political process.

**Target #1:** 100% compliance with the lobbying registration and reporting requirements.

**Measure #1:** Percent of registrations and reports in compliance.

#### % of registrations and reports in compliance.

Fiscal Year	Quarter 1	Quarter 2	Quarter 3	Quarter 4
FY 2005	98.0%	98.0%	95.0%	96.0%

#### Analysis of results and challenges: .

07/01/04-09/30/04: 98% of lobbyist and employer of lobbyist reports are compliant.

10/01/04-12/31/04: 98% of lobbyist and employer of lobbyist reports are compliant.

01/01/05-03/31/05: 95% of lobbying reports are compliant.

04/01/05-06/30/05: 96% of lobbying reports are compliant.

### C1: Strategy - Timely publishing of lobbying activity reports.

**Target #1:** Publish lobbyist directory within ten days of the beginning of each legislative session.

**Measure #1:** Date on which first directory is published.

#### Analysis of results and challenges: .

07/01/04-09/30/04: January 22, 2004.

10/01/04-12/31/04: January 22, 2004.

01/01/05-03/31/05: January 21, 2005.

04/01/05-06/30/05: January 21, 2005.

**Target #2:** Audit all lobbyist and employer of lobbyist reports.

**Measure #2:** Percent of reports audited.

#### % of report audited.

Fiscal Year	Quarter 1	Quarter 2	Quarter 3	Quarter 4
FY 2005	100.0%	100.0%	100.0%	100.0%

#### Analysis of results and challenges: .

07/01/04-09/30/04: 100% (428 reports).

10/01/04-12/31/04: 100% of reports.

01/01/05-03/31/05: 100% of lobbying statements audited.

04/01/05-06/30/05: 100% of lobbying statements audited.

**D: Result - Accountable elected and appointed public officials.**

**Target #1:** Audit all state financial disclosure reports.

**Measure #1:** Percent of reports filed both timely and complete.

**% of reports filed both timely and complete.**

Fiscal Year	Quarter 1	Quarter 2	Quarter 3	Quarter 4
FY 2005	100.0%	100.0%	100.0%	100.0%

**Analysis of results and challenges: .**

07/01/04-09/30/04: 100% of 2004 state financial disclosure reports filed on time, 65% of the reports were complete.

10/01/04-12/31/04: 100% of 2004 state financial disclosure reports were filed on time, 65% of the reports were complete.

01/01/05-03/31/05: 100% of state financial disclosure reports audited.

04/01/05-06/30/05: 100% of state financial disclosure reports audited.

**D1: Strategy - Improve timely review of financial disclosure reports.**

**Target #1:** Reduce late or incomplete financial disclosure reports.

**Measure #1:** Percent of public official and legislative financial disclosure reports filed on time and complete.

**Analysis of results and challenges: .**

07/01/04-09/30/04: 99% are filed timely and of those, 50% are complete.

10/01/04-12/31/04: 100% are timely; 95% are complete.

01/01/05-03/31/05: 92% are timely; 69% are complete.

04/01/05-06/30/05: 100% are timely; 97% are complete.

**Key Component Challenges**

- The most significant challenge APOC faces in FY 2007 is coping with the high volume of disclosure reports. The 2006 state elections will include candidates for governor and lieutenant governor as well as for 50 legislative seats. Additionally the 2006 Anchorage Municipal Campaign is a Mayoral race, typically a high-spending State election ballots will also include numerous ballot questions. Without the increases requested in the FY2007 budget, APOC cannot meet its mission.
- The commission has promulgated new regulations to conform to changes in Alaska Statute 24.45. These regulations have been drafted and will hopefully be adopted in early 2006.

**Significant Changes in Results to be Delivered in FY2007**

No changes in results delivered.

**Major Component Accomplishments in 2005**

- Six complaints were filed in 2005; all of them reached their final dispensation within the statutory time-frame. However, the upcoming state election will most likely draw a substantial number of complaints ( 25 complaints were received during the 2002 gubernatorial elections). It should be noted that the new statutory time requirements for complaint actions have a significant impact on the volunteers serving on the Commission. They must now have

- more frequent meetings and may be required to meet with only 24 hours notice.
- Conducted training seminars to assist the candidates and groups; met with interested organizations to provide information about APOC and its mission.
- Answered thousands of questions about the disclosure laws and issued six formal advisory opinions.
- Audited thousands of reports filed by candidates, political groups, legislators, public officials, lobbyists and their employers.
- Collected \$30,000 in civil penalty assessments arising from late or incomplete reports or complaint issues.
- Generated \$95.5 in lobbyist registration fees and photocopying receipts.

## Statutory and Regulatory Authority

AS 15.13 Campaign Disclosure Law

2 AAC 50.250-405 Administrative Regulations for Campaign Disclosure

- Requires candidates and groups to make public all contribution and expenditure activity; all contributors must be listed by name, and address; contributors who give more than \$250 must be listed by further described by their occupation and employer. The law limits contributions, prescribes campaign periods, and prohibits certain activities.

AS 24.50 Regulation of Lobbying Law

2 AAC 50.505 - 545 Administrative Regulations for Lobbying

- Requires individuals who receive compensation for attempting to influence the actions of state legislative or executive officials to register and file reports disclosing their compensation and expenditures in connection with lobbying. Those who pay individuals to attempt to influence officials' action must also disclose all expenditures connected with lobbying activities. The law limits lobbyists' gifting activities, and prohibits lobbyist from participating in some state election campaign activities.

AS 24.60.200-260 Legislative Financial Disclosure Law

2 AAC 50.705-890 Administrative Regulations for Legislative Financial Disclosure Law

- Requires legislators and legislative directors to make public their sources of income and indebtedness, thereby assuring the public that their decision making is free from the influence of undisclosed influences.

AS 39.50 Public Official Financial Disclosure Law

2 ACC 50.010-200 Administrative Regulations for Public Official Financial Disclosure Law

- Requires state and municipal officials to make public their sources of income and indebtedness thereby assuring the public that their decision making is free from the influence of undisclosed influences.

2 AAC 50.905-920 Administrative Regulations Implementing Advisory Opinions

2 AAC 50.450-470 Administrative Regulation Implementing Complaints & Investigations

Article II, Sec 12 Alaska State Constitution-Lobbying

### Contact Information

**Contact:** Brooke Miles, Executive Director

**Phone:** (907) 334-1726

**Fax:** (907) 276-7018

**E-mail:** Brooke\_Miles@admin.state.ak.us

### Alaska Public Offices Commission Component Financial Summary

*All dollars shown in thousands*

	FY2005 Actuals	FY2006 Management Plan	FY2007 Governor
<b>Non-Formula Program:</b>			
<b>Component Expenditures:</b>			
71000 Personal Services	585.0	624.1	660.3
72000 Travel	10.4	10.9	10.9
73000 Services	66.0	85.4	225.0
74000 Commodities	10.6	8.7	8.7
75000 Capital Outlay	0.0	0.0	0.0
77000 Grants, Benefits	0.0	0.0	0.0
78000 Miscellaneous	0.0	0.0	0.0
<b>Expenditure Totals</b>	<b>672.0</b>	<b>729.1</b>	<b>904.9</b>
<b>Funding Sources:</b>			
1004 General Fund Receipts	620.1	684.2	860.0
1005 General Fund/Program Receipts	44.9	44.9	44.9
1007 Inter-Agency Receipts	7.0	0.0	0.0
<b>Funding Totals</b>	<b>672.0</b>	<b>729.1</b>	<b>904.9</b>

### Estimated Revenue Collections

Description	Master Revenue Account	FY2005 Actuals	FY2006 Management Plan	FY2007 Governor
<b>Unrestricted Revenues</b>				
None.		0.0	0.0	0.0
<b>Unrestricted Total</b>		<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>Restricted Revenues</b>				
Interagency Receipts	51015	7.0	0.0	0.0
General Fund Program Receipts	51060	44.9	44.9	44.9
<b>Restricted Total</b>		<b>51.9</b>	<b>44.9</b>	<b>44.9</b>
<b>Total Estimated Revenues</b>		<b>51.9</b>	<b>44.9</b>	<b>44.9</b>

**Summary of Component Budget Changes  
From FY2006 Management Plan to FY2007 Governor**

*All dollars shown in thousands*

	<u>General Funds</u>	<u>Federal Funds</u>	<u>Other Funds</u>	<u>Total Funds</u>
<b>FY2006 Management Plan</b>	<b>729.1</b>	<b>0.0</b>	<b>0.0</b>	<b>729.1</b>
<b>Adjustments which will continue current level of service:</b>				
-FY 07 Wage Increases for Bargaining Units and Non-Covered Employees	11.7	0.0	0.0	11.7
-FY 07 Health Insurance Cost Increases for Bargaining Units and Non-Covered Employees	1.4	0.0	0.0	1.4
-FY 07 Retirement Systems Cost Increase	21.9	0.0	0.0	21.9
<b>Proposed budget increases:</b>				
-Risk Management Self-Insurance Funding Increase	1.8	0.0	0.0	1.8
-Statewide Elections	139.0	0.0	0.0	139.0
<b>FY2007 Governor</b>	<b>904.9</b>	<b>0.0</b>	<b>0.0</b>	<b>904.9</b>

**Alaska Public Offices Commission  
Personal Services Information**

Authorized Positions			Personal Services Costs	
	<u>FY2006</u> <u>Management</u> <u>Plan</u>	<u>FY2007</u> <u>Governor</u>		
Full-time	8	8	Annual Salaries	441,998
Part-time	1	1	COLA	12,129
Nonpermanent	0	0	Premium Pay	0
			Annual Benefits	247,493
			Less 5.89% Vacancy Factor	(41,320)
			Lump Sum Premium Pay	0
<b>Totals</b>	<b>9</b>	<b>9</b>	<b>Total Personal Services</b>	<b>660,300</b>

**Position Classification Summary**

Job Class Title	Anchorage	Fairbanks	Juneau	Others	Total
Administrative Assistant	1	0	0	0	1
Administrative Clerk II	0	0	1	0	1
Administrative Clerk III	1	0	0	0	1
Asst Dir APOC	1	0	0	0	1
Exec Dir APOC	1	0	0	0	1
Paralegal II	2	0	0	0	2
Project Coord	0	0	1	0	1
Secretary	1	0	0	0	1
<b>Totals</b>	<b>7</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>9</b>