

# **State of Alaska FY2002 Governor's Operating Budget**

Department of Health and Social Services  
Bureau of Vital Statistics  
Component

## Component: Bureau of Vital Statistics

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### Component Mission

To register and safeguard records of vital events for Alaska.

### Component Services Provided

The Bureau registers all vital events for the State of Alaska. In addition, the Bureau maintains a statewide training program to train magistrates to act as local registrars, hospitals to properly complete birth and death certificates, funeral directors to properly complete death certificates, and court clerks to properly process and complete divorce certificates. The Bureau maintains a complete record of entry that includes a checking, editing and correcting process to ensure that the information contained in each record accurately reflects the true facts surrounding the vital event. The Bureau also provides a certification and issue process to provide the public with certified copies of records of vital events as needed for estate, passport, and innumerable other legal grounds.

The Bureau implemented and maintains an Heirloom Birth Certificate program that collects funds dedicated to the Alaska Children's Trust. Finally, the Bureau maintains the Medical Marijuana Registry.

### Component Goals and Strategies

The Bureau of Vital Statistics is responsible for:

providing complete registration of all births, deaths, marriages, divorces and adoptions for residents, and, when appropriate, visitors to the State of Alaska;

the issuance of marriage licenses for residents and visitors;

ensuring that all facts and information entered on records of vital events are accurate;

providing policy makers, planners and health professionals with accurate and timely data, information and analysis of the health status of the population.

### Key Component Issues for FY2001 – 2002

No key issues.

### Major Component Accomplishments for FY2000

Implementation of Hallmark Immunization greeting card program.

Implementation of a statewide marijuana registry.

### Statutory and Regulatory Authority

AS 18.05.010 - 070	Administration of Public Health and Related Laws
AS 18..50.010 - 990	Vital Statistics Act
AS 25.05.071 - 391	Alaska Marriage Code
AS 25.20.050(b)	Parent and Child
AS 25.20..055	Parent and Child

AS 25.23.160 - 170                      Adoption  
AS 44.29.020                      Department of Health & Social Services  
AS 09.55.060                      Special Actions and Proceedings  
AS 17.37.030                      Medical Use of Marijuana  
7 AAC 05.110 - 990                  Vital Records

**Bureau of Vital Statistics**  
**Component Financial Summary**

All dollars in thousands

	FY2000 Actuals	FY2001 Authorized	FY2002 Governor
<b>Non-Formula Program:</b>			
<b>Component Expenditures:</b>			
71000 Personal Services	1,122.6	1,209.8	1,285.1
72000 Travel	19.1	26.5	26.5
73000 Contractual	167.4	411.5	436.5
74000 Supplies	48.4	36.4	76.4
75000 Equipment	83.5	21.3	21.3
76000 Land/Buildings	0.0	0.0	0.0
77000 Grants, Claims	0.0	0.0	0.0
78000 Miscellaneous	0.0	0.0	0.0
<b>Expenditure Totals</b>	<b>1,441.0</b>	<b>1,705.5</b>	<b>1,845.8</b>
<b>Funding Sources:</b>			
1002 Federal Receipts	229.0	253.9	253.8
1004 General Fund Receipts	335.0	214.5	218.0
1005 General Fund/Program Receipts	670.9	0.0	0.0
1007 Inter-Agency Receipts	206.1	289.0	288.9
1053 Investment Loss Trust Fund	0.0	20.3	0.0
1108 Statutory Designated Program Receipts	0.0	2.7	0.0
1156 Receipt Supported Services	0.0	925.1	1,085.1
<b>Funding Totals</b>	<b>1,441.0</b>	<b>1,705.5</b>	<b>1,845.8</b>

**Estimated Revenue Collections**

Description	Master Revenue Account	FY2000 Actuals	FY2001 Authorized	FY2001 Cash Estimate	FY2002 Governor	FY2003 Forecast
<b>Unrestricted Revenues</b>						
Interagency Receipts	51015	0.0	0.0	0.0	0.0	35.0
<b>Unrestricted Total</b>		<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>35.0</b>
<b>Restricted Revenues</b>						
Federal Receipts	51010	229.0	253.9	253.9	253.8	248.7
Interagency Receipts	51015	206.1	289.0	299.4	288.9	289.0
General Fund Program Receipts	51060	670.9	0.0	0.0	0.0	0.0
Statutory Designated Program Receipts	51063	0.0	2.7	2.7	0.0	0.0
Receipt Supported Services	51073	0.0	925.1	925.1	1,085.1	1,068.3
<b>Restricted Total</b>		<b>1,106.0</b>	<b>1,470.7</b>	<b>1,481.1</b>	<b>1,627.8</b>	<b>1,606.0</b>
<b>Total Estimated Revenues</b>		<b>1,106.0</b>	<b>1,470.7</b>	<b>1,481.1</b>	<b>1,627.8</b>	<b>1,641.0</b>

## Bureau of Vital Statistics

### Proposed Changes in Levels of Service for FY2002

The Bureau is developing a new web-based vital statistics entry and information system for statewide implementation.

The Bureau has moved its Anchorage office into leased space and will be moving its Juneau and Fairbanks offices as soon as suitable space is located.

### Summary of Component Budget Changes

#### From FY2001 Authorized to FY2002 Governor

*All dollars in thousands*

	<u>General Funds</u>	<u>Federal Funds</u>	<u>Other Funds</u>	<u>Total Funds</u>
<b>FY2001 Authorized</b>	<b>234.8</b>	<b>253.9</b>	<b>1,216.8</b>	<b>1,705.5</b>
<b>Adjustments which will continue current level of service:</b>				
-Convert Special FY2001 Labor Cost Fund Sources to GF	2.7	0.0	-2.7	0.0
-Convert GF Prgm resulting from salary adjustments to Receipts for Services	-5.2	0.0	5.2	0.0
-Year 2 Labor Costs - Net Change from FY2001	-14.3	-0.1	12.5	-1.9
<b>Proposed budget increases:</b>				
-Increase Public Service Staffing, Supplies and Leasing Funds for Fbks	0.0	0.0	142.2	142.2
<b>FY2002 Governor</b>	<b>218.0</b>	<b>253.8</b>	<b>1,374.0</b>	<b>1,845.8</b>

**Bureau of Vital Statistics**  
**Personal Services Information**

Authorized Positions			Personal Services Costs	
	FY2001 Authorized	FY2002 Governor		
Full-time	25	27	Annual Salaries	939,038
Part-time	1	1	COLA	14,216
Nonpermanent	0	0	Premium Pay	10,427
			Annual Benefits	373,069
			<i>Less 3.86% Vacancy Factor</i>	(51,650)
			Lump Sum Premium Pay	0
<b>Totals</b>	<b>26</b>	<b>28</b>	<b>Total Personal Services</b>	<b>1,285,100</b>

**Position Classification Summary**

Job Class Title	Anchorage	Fairbanks	Juneau	Others	Total
Administrative Assistant	0	0	1	0	1
Administrative Clerk II	0	0	5	0	5
Administrative Clerk III	3	2	6	0	11
Administrative Supervisor	1	0	2	0	3
Analyst/Programmer IV	0	0	1	0	1
Chf Health Res & Vital Stat	0	0	1	0	1
Health Program Associate	0	0	1	0	1
Micro/Network Spec I	0	0	1	0	1
Research Analyst II	0	0	2	0	2
Research Analyst III	0	0	1	0	1
Research Analyst IV	0	0	1	0	1
<b>Totals</b>	<b>4</b>	<b>2</b>	<b>22</b>	<b>0</b>	<b>28</b>