

**State of Alaska
FY2003 Governor's Operating Budget**

**Office of the Governor
Elections
BRU/Component Budget Summary**

BRU/Component: Elections

(There is only one component in this BRU. To reduce duplicate information, we did not print a separate BRU section.)

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Component Mission

To conduct impartial, secure and accurate elections, and to ensure that all eligible Alaskans are provided a convenient opportunity to register and/or update their voter registration record, and vote. The division also plans and conducts statewide primary and general elections efficiently and accurately, while encouraging high voter participation.

Component Services Provided

- Oversee voter registration, maintain the voter registration list; plan and conduct elections across the state.
- Prepare and conduct two statewide elections during even numbered years. Conduct regional elections each year to elect board members in 19 REAA school districts and four Coastal Resource Service Areas. Conduct local liquor option elections, incorporation elections, dissolution elections, recall elections, and consolidation elections whenever they are called.
- Oversee the initiative petition process including signature verification and work with the petition sponsors from the time the initiative is proposed until it is either certified for placement on the ballot, or rejected for lack of sufficient signatures.
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Component Goals and Strategies

Increase the efficiency and convenience of the electoral process:

Replace and upgrade old polling place equipment and supplies

- Review all forms, policies, and procedures and seek ways to streamline and improve the process
- Improve voter understanding of election issues through internet and web access to information
- Seek legislative approval to add additional workers to process absentee and questioned ballots

Election management software:

Research available software

- Study the feasibility of replacing VREMS

Improve accuracy of the voter registration list:

Conduct annual list maintenance

- Work with other states to assure that the division is notified when an Alaskan registration is canceled in another state
- Coordinate with other agencies to maintain compliance with the National Voter Registration Act (NVRA)
- Lower the number of undeliverable mail by performing address clean up according to the US Post Office's "Correct Addressing Standards"

Plan and prepare for the 2002 Primary and General elections:

Review forms, policies and procedures to incorporate new primary rules

- Recruit, train and prepare election workers for the elections
- Work with the media and internet providers to post election results on the internet

Encourage higher voter participation:

Remain involved in community outreach programs such as Kids Voting

- Continue to develop voter awareness programs

Prepare the groundwork for implementing changes due to reapportionment:

Evaluate the changes to election districts and precinct boundaries

- Plan and prepare for work pending the conclusion of all litigation
- Address ADA issues with the change of polling places
- Place all voters in their new precinct and district when plan is final

Initiative petitions:

Verify signatures on 6 potential initiative petitions for possible placement on the 2002 general ballot.

Key Component Issues for FY2002 – 2003

- The division is faced with the ongoing difficulty of managing and maintaining our current voter registration system (VREMS) to assure that the 16-year-old system will be able to handle the year 2001 reapportionment of voters, the processing of initiative petition signatures and the increasing voter registration demands. The division will research options for upgrading the VREMS database to a more user and programming friendly system.
- The recruitment of election workers becomes increasingly difficult each year. During the primary and general elections, an estimated 2,500 workers will be recruited. The level of compensation, the need to take time off work to be trained and to serve, and the nature of the tasks make voters less willing to serve. The division strives to make the training worthwhile, the materials interesting and easy to read, and the election workers feel appreciated. In spite of this, there are precincts in which election workers can not be found. When this happens, the division can close the polling place and provide an absentee voting official in the community. Rather than continue this practice, the division will continue to research how other jurisdictions recruit and keep election workers.
- In October, five regional educational attendance area elections were entirely and successfully conducted as By-Mail elections. The division remains interested in conducting all annual regional educational attendance area (REAA) and coastal resource service area (CRSA) elections as By-Mail elections. By-Mail elections are beneficial because all registered voters in the impacted regions are mailed ballots, encouraging higher participation. It is difficult to recruit election boards for the REAA and CRSA elections, and with By-Mail voting, local election boards are not required. The division will continue to seek legislative approval for by-mail elections.

Reapportionment

- The division will be reviewing the impact that the new population numbers gathered from the 2000 census will have on division costs as well as the possible addition of new precincts. The extra work required for reapportionment will be taking place around the same time as the preparation begins for the 2002 primary and general elections.

The division must:

- Recruit additional temporary staff to perform the added functions of reapportionment.
- Designate new precinct boundaries and legal descriptions.
- Reassign voters to the new precincts. This is a huge task using the existing VREMS functions. Each geographical information file must be reassigned to the correct precinct.
- Contact voters who do not have sufficient address information to determine a new precinct boundary.
- Prepare new maps for the precinct boundaries. Software to produce maps, or a contract with another agency, will need to be procured for the division to obtain precinct maps.
- Issue new voter ID cards for all voters transferred from one district/precinct to another.
- Upgrade computers to handle the additional work that will be necessary for reapportionment.
- Address ADA issues with the change of polling places.

Major Component Accomplishments in 2001

- Successfully conducted two large consolidation elections in 2001: the Ketchikan consolidation in July and the Fairbanks consolidation in August. Both elections were conducted by mail.
- Tested, thoroughly reviewed, and updated the mainframe based voter registration and election management system (VREMS) to prepare for reapportionment duties. Numerous enhancements and modifications were made to the system to allow the division to perform the necessary work to assign Alaskan voters to their new precincts. Some reapportionment work has been delayed due to pending litigation.
- Purchased and tested GIS mapping software for use in working with the Redistricting Board's files. Division staff received training in the new GIS software.
- Conducted the third annual list maintenance effort since passage of the National Voter Registration Act in 1995. List maintenance allows the division to inactivate voters from our master registration list. As a result of the effort, over 33,000 voters were moved to inactive status.
- Conducted major revisions of division forms and policies and procedures.
- Conducted and certified 19 REAA elections, four CRSA elections, one runoff election and four special elections.

Statutory and Regulatory Authority

AS 15 Alaska Election Code; AS 16 REAA School Boards; AS 29 Municipal Code; AS 04 Local Liquor Options; AS 46 Coastal Mgmt Program; 6AAC 01-6 AAC 28 Election Regulations; 6 AAC 101-6 AAC 160 Precinct Descriptions.

Elections
Component Financial Summary

All dollars in thousands

Non-Formula Program:	FY2001 Actuals	FY2002 Authorized	FY2003 Governor
Component Expenditures:			
71000 Personal Services	1,561.6	1,750.7	1,444.5
72000 Travel	60.7	77.9	65.4
73000 Contractual	2,223.5	1,260.9	661.6
74000 Supplies	65.1	61.9	43.8
75000 Equipment	21.4	62.4	0.0
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
Expenditure Totals	3,932.3	3,213.8	2,215.3
Funding Sources:			
1004 General Fund Receipts	3,932.3	3,213.8	2,215.3
Funding Totals	3,932.3	3,213.8	2,215.3

Estimated Revenue Collections

Description	Master Revenue Account	FY2001 Actuals	FY2002 Authorized	FY2002 Cash Estimate	FY2003 Governor	FY2004 Forecast
Unrestricted Revenues						
Unrestricted Fund	68515	35.6	21.0	21.0	36.0	21.0
Unrestricted Total		35.6	21.0	21.0	36.0	21.0
Restricted Revenues						
None.		0.0	0.0	0.0	0.0	0.0
Restricted Total		0.0	0.0	0.0	0.0	0.0
Total Estimated Revenues		35.6	21.0	21.0	36.0	21.0

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Proposed Changes in Levels of Service for FY2003

No service changes.

**Summary of Component Budget Changes
From FY2002 Authorized to FY2003 Governor**

All dollars in thousands

	<u>General Funds</u>	<u>Federal Funds</u>	<u>Other Funds</u>	<u>Total Funds</u>
FY2002 Authorized	3,213.8	0.0	0.0	3,213.8
Adjustments which will continue current level of service:				
-Year 3 Labor Costs - Net Change from FY2002	43.3	0.0	0.0	43.3
-Delete Reapportionment Funding, Sec 20 CH60 SLA2001 PG56 L11	-947.4	0.0	0.0	-947.4
-Delete Ketchikan Consolidation Election, Sec 36(a) CH61 SLA2001 PG87 L3	-29.3	0.0	0.0	-29.3
-Delete Fairbanks Consolidation Election, Sec 36(b) CH61 SLA2001 PG87 L7	-175.1	0.0	0.0	-175.1
Proposed budget increases:				
-Increased Funding for Voter Registration Election Management System (VREMS) Maintenance	80.0	0.0	0.0	80.0
-Develop Interactive Polling Place Website	30.0	0.0	0.0	30.0
FY2003 Governor	2,215.3	0.0	0.0	2,215.3

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Personal Services Information

	Authorized Positions		Personal Services Costs	
	<u>FY2002</u> <u>Authorized</u>	<u>FY2003</u> <u>Governor</u>		
Full-time	22	22	Annual Salaries	1,048,180
Part-time	1	1	COLA	37,888
Nonpermanent	27	13	Premium Pay	18,296
			Annual Benefits	371,484
			<i>Less 2.12% Vacancy Factor</i>	(31,348)
			Lump Sum Premium Pay	0
Totals	50	36	Total Personal Services	1,444,500

Position Classification Summary

Job Class Title	Anchorage	Fairbanks	Juneau	Others	Total
Division Director	0	0	1	0	1
Election Admin Officer	0	0	1	0	1
Election Administrative Asst	2	1	3	0	6
Election Clerk II	6	3	6	2	17
Election Clerk III	1	1	0	1	3
Election Coordinator	0	0	1	0	1
Election Program Specialist	0	0	1	0	1
Election Project Coordinator	0	0	1	0	1
Election Supervisor	1	1	1	1	4
Election Technician	0	0	1	0	1
Totals	10	6	16	4	36