

State of Alaska FY2009 Governor's Operating Budget

Office of the Governor Elections RDU/Component Budget Summary

RDU/Component: Elections

(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 conduct impartial, secure and accurate elections.

Core Services

- Oversee voter registration. Update and maintain voter records and prepare voter rolls for local and statewide elections.
- Plan, prepare and conduct two statewide elections during even numbered years. Conduct Regional Educational Attendance Area (REAA) and Coastal Resource Service Area (CRSA) elections. Conduct local liquor option, incorporation, consolidation, dissolution, recall, ASMI, and special elections as required by law.
- Oversee and support the initiative petition process including signature verification and printing and distribution of petition books. Provide training and assist petition sponsors from the time the initiative is proposed through certification for placement on the ballot, or non-certification.
- Increase the efficiency and accessibility of the electoral process:
 - Identify polling places that are accessible to voters;
 - Replace and upgrade old polling place equipment and supplies;
 - Review all forms, policies, procedures, regulations and statutes to streamline and improve the process; and
 - Improve voter understanding of the election process and results through Internet and web access to information.
- Replace the Voter Registration and Election Management System (VREMS) with a more stable, efficient, and technologically advanced system:
 - Incorporate strengths of current system and plan for future needs and enhancements.
- Improve accuracy of the voter registration list:
 - Conduct annual list maintenance and purge procedures;
 - Work with other states to ensure that the division is notified when an Alaskan registration is canceled due to registration in another state;
 - Coordinate with other agencies to maintain compliance with the National Voter Registration Act (NVRA);
 - Work with Department of Revenue, Department of Corrections and the Division of Vital Statistics to maintain more accurate information in the voter registration database;
 - Process paperwork regarding voting rights of convicted felons; and
 - Lower the number of undeliverable mail by performing address "clean up."
- Plan and prepare for future elections:
 - Recruit, train and prepare election workers for the elections;
 - Recruit and prepare polling places;
 - Locate and recruit absentee voting locations and officials;
 - Provide special needs, special advance, early and in-person, by-mail and by-fax absentee voting;
 - Inventory, test and secure all voting equipment;
 - Continue translation of election materials from English to Tagalog for Kodiak precincts and continue to provide verbal language assistance from English to Alaska Native languages in those areas enforced by the Department of Justice.
 - Work with the media and Internet providers to post election results on the Internet and at Election Centrals.
 - Produce statewide publications to inform voters of the election process, including the Primary Voter Pamphlet and the Official Election Pamphlet, as required by state law;
 - Assist and approve nominating petition and party candidates for placement of the ballot; and
 - Review and audit election results.
- Encourage higher voter participation:
 - Continue to evaluate and develop voter awareness programs;
 - Promote the Youth Vote Ambassador Program to get high school students involved in the election process; and
 - Advertise important election information and improve information available on the division's website.
- Continue implementation changes mandated by H.R. 3295 (Help America Vote Act):

- Research technological enhancements to touch screen equipment for integration into the 2008 election process as required by state law;
- Study and implement additional improvements to accessibility as required by ADA and HAVA;
- Request authority to receive federal money and required state match funds related to federal election reform; and
- Continue improvements to ballot access for military and overseas voters.

FY2009 Resources Allocated to Achieve Results		
FY2009 Component Budget: \$7,162,500	Personnel:	
	Full time	33
	Part time	0
	Total	33

Key Component Challenges

- Voter registration has increased. There are now over 166,445 more registered voters than were registered in 1990. In 2006, the Division processed over 143,300 voter registration applications. Automatic registration through the Division of Motor Vehicles generates over 36,000 registration forms a year.
- The number of voters voting absentee or early has increased. During the 2004 Presidential election, over 71,000 voters voted either an absentee or early ballot compared to 10 years ago at 35,223 voting absentee.
- More people are applying for ballots through the mail, 2004 Presidential election generated nearly 50,000 ballot applications.
- Absentee by fax voting began in the late 1990's. This process requires that the division fax ballots to voters beginning 15 days prior to the election. This is a very cumbersome option. The division must receive a by fax request from the voter. This process is utilized heavily by Alaska's military personnel and those Alaskans in work camps where this is the voters' only option for casting a ballot.
- Since 1998, the division has performed the programming of the ballot counting system which was previously contracted out to a vendor.
- The number of voters voting by questioned ballot increased. During the 2004 Presidential election, over 22,000 voters voted questioned ballots compared to 10 years ago with 16,000 voting questioned. Questioned turnout is expected to increase again during the 2008 Presidential election.
- In addition to programming the election, the division's workload in preparing for an election has increased due to the maintenance, functional testing, logic and accuracy testing, training and deployment of over 800 voting units.
- Public notice is now required for each polling place change through notice sent to each affected voter, advertisement in newspapers as well as contact with city/borough entities or community councils.
- In 2006 and again for 2008, the division prepares and prints a Primary election voter pamphlet to inform voters about measures appearing on the Primary election ballot.
- The number of signatures filed by initiative petition sponsors has increased from an average of 36,100 signatures per petition to an average of over 45,900 signatures per petition. Additionally, the law requires the division to process signatures within 60 days from the time the petition is filed. Although the amount of signatures filed with a petition has increased, the time allowed for the division to process signatures has not changed.
- In 2005, AS 15.30.036 was enacted to allow for Independent Candidates for President and Vice-President to gain access to Alaska's ballot. The 2008 Presidential election year will be the first year this new section of law will have an impact on the division. The division may experience an increase in the number of candidates interested in obtaining access to Alaska's ballot as a presidential candidate by using this method.
- Despite all of these changes, the level of staffing in the Division has not changed in over 20 years.
- Manage, maintain and improved the 20-year old voter registration system (VREMS), which will run side-by-side with the new system through one election to ensure a smooth transition of voter information.
- Begin implementation of a new statewide voter registration and election management system. The system will be in compliance with the new federal election reform laws.
- Continue to develop and implement proper procedures for transport and security, additional training of election officials and a public outreach and education campaign necessary to ensure public confidence and approved access to voters.

- Overhaul statutes and regulations to provide more clarity on election procedures and to take into account new voting equipment requirements.

Significant Changes in Results to be Delivered in FY2009

- Continue research and updates to policies and procedures for the implementation of touch screen voting for future elections.
- Implement reorganization of the Division to improve workflow in preparation for the 2008 elections.
- Implement a new statewide voter registration and election management system.
- Overhaul statutes and regulations to provide more clarity on election procedure and to take into account new voting equipment requirements.
- Overhaul the processes and procedures for absentee by-mail voting to allow for a more streamlined voting experience.
- Partner with the University of Alaska to study election security. Implement the findings from the study in preparation for the 2008 elections.
- Revise the language assistance program to improve voter outreach to Alaskans whose first language is not English.
- Move the touch screen voting units from the Region IV office to the Mat-Su satellite office to increase the speed of shipping and minimize the handling of these voting units, which relieves the workload on the two permanent staff in the Region IV office.

Major Component Accomplishments in 2007

- Conducted a statewide general election, 22 REAA/CRSA elections, the Deltana and Skagway Incorporation elections and the Chatham School District Recall election.
- In accordance with the National Voter Registration Act (NVRA) and state law, the Division moved over 14,500 voters to inactive status.
- Verified signatures for a record number of initiative and recall petitions.
- Made application for and received federal monies under the Help America Vote Act (HAVA) for polling place accessibility
- Updated the HAVA State Plan in preparation for the 2008 elections.
- Developed a new retention schedule and filing system for the division.
- Reorganized the Director's office to increase workflow.
- Reorganized staffing to better balance the workload of the division.
- Updated regulations to improve election processes in accordance with State law.
- Proposed legislation that was passed by the Legislature and signed by the Governor.
- Developed the new by-mail absentee office to improve the speed by which people can receive their absentee ballots.
- Developed the satellite office in Wasilla to better serve voters in the fastest growing part of the State.
- Moved the petition process from Juneau to Anchorage due to the majority of training petition operation being conducted in Anchorage.

Statutory and Regulatory Authority

42 U.S.C. 15301 to 15545 (Help America Vote Act); 42 U.S.C. 20 Subchapter I-H (National Voter Registration Act); 42 U.S.C. 20 Subchapter I-G (Uniformed and Overseas Citizens Absentee Voting Act); 42 U.S.C. 20 Subchapter I & II (Voting Rights Act); Article V and Article XI (Alaska Constitution); AS 15 Alaska Election Code; AS 14 REAA School Boards; AS 29 Municipal Code; AS 04 Local Liquor Options; AS 46 Coastal Management Program; 6 AAC 01-28 Election Regulations; 6 AAC 101-160 Precinct Descriptions.

Contact Information

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**Elections
Component Financial Summary**

All dollars shown in thousands

	FY2007 Actuals	FY2008 Management Plan	FY2009 Governor
Non-Formula Program:			
Component Expenditures:			
71000 Personal Services	2,979.8	2,232.8	3,364.4
72000 Travel	137.9	74.5	88.3
73000 Services	3,364.2	664.4	3,545.8
74000 Commodities	450.7	43.8	151.2
75000 Capital Outlay	79.8	0.0	12.8
77000 Grants, Benefits	0.0	0.0	0.0
78000 Miscellaneous	0.0	0.0	0.0
Expenditure Totals	7,012.4	3,015.5	7,162.5
Funding Sources:			
1004 General Fund Receipts	3,783.5	2,444.7	6,631.4
1053 Investment Loss Trust Fund	2,549.6	0.0	0.0
1061 Capital Improvement Project Receipts	679.3	570.8	531.1
Funding Totals	7,012.4	3,015.5	7,162.5

Estimated Revenue Collections

Description	Master Revenue Account	FY2007 Actuals	FY2008 Management Plan	FY2009 Governor
Unrestricted Revenues				
Unrestricted Fund	68515	35.6	15.6	15.6
Unrestricted Total		35.6	15.6	15.6
Restricted Revenues				
Capital Improvement Project Receipts	51200	679.3	570.8	531.1
Investment Loss Trust Fund	51393	2,549.6	0.0	0.0
Restricted Total		3,228.9	570.8	531.1
Total Estimated Revenues		3,264.5	586.4	546.7

**Summary of Component Budget Changes
From FY2008 Management Plan to FY2009 Governor**

All dollars shown in thousands

	<u>General Funds</u>	<u>Federal Funds</u>	<u>Other Funds</u>	<u>Total Funds</u>
FY2008 Management Plan	2,444.7	0.0	570.8	3,015.5
Adjustments which will continue current level of service:				
-ETS Chargeback Redistribution	6.2	0.0	0.0	6.2
-Transfer Lease Funds to State Facilities Rent Component	-16.3	0.0	0.0	-16.3
-FY 09 Health Insurance Increases for Exempt Employees	4.1	0.0	1.8	5.9
Proposed budget decreases:				
-Reduce CIP Receipts	0.0	0.0	-41.5	-41.5
Proposed budget increases:				
-Increase Elections Operating Base to Offset Increased Workload	521.9	0.0	0.0	521.9
-Statewide Primary and General Elections Funding	3,670.8	0.0	0.0	3,670.8
FY2009 Governor	6,631.4	0.0	531.1	7,162.5

**Elections
Personal Services Information**

Authorized Positions		Personal Services Costs		
<u>FY2008</u>				
<u>Management</u>	<u>Plan</u>	<u>FY2009</u>		
		<u>Governor</u>		
			Annual Salaries	2,127,210
Full-time	30	33	Premium Pay	20,279
Part-time	0	0	Annual Benefits	935,406
Nonpermanent	13	42	<i>Less 0.39% Vacancy Factor</i>	(12,165)
			Lump Sum Premium Pay	293,670
Totals	43	75	Total Personal Services	3,364,400

Position Classification Summary

Job Class Title	Anchorage	Fairbanks	Juneau	Others	Total
Absentee Clerk, Elections	1	0	0	0	1
Absentee Coordinator, Elections	1	0	0	0	1
Absentee Petition Manager	1	0	0	0	1
Admin Clerk III, Elections	1	0	0	0	1
Admin Supervisor, Elections	0	0	1	0	1
Administrative Asst Supervisor	0	0	1	0	1
Division Director	1	0	0	0	1
Election Admin Assistant I	1	0	0	0	1
Election Admn Asst II/Regional	0	0	0	1	1
Election Assistant	0	0	1	0	1
Election Clerk II	9	6	15	4	34
Election Clerk III	3	1	4	2	10
Election Clerk III, Dir Office	0	0	1	0	1
Election Clerk IV	0	0	1	0	1
Election Coordinator	0	0	1	0	1
Election Coordinator Assistant	0	0	1	0	1
Election Petition Trainer	1	0	0	0	1
Election Supervisor	1	1	1	1	4
Elections Program Manager	0	0	1	0	1
Elections Recruit & Train Asst	0	1	1	1	3
Hava Program Assistant	0	0	1	0	1
Hava Project Coordinator	0	0	1	0	1
Hava Systems Manager	0	1	0	0	1
Program Assistant, Elections	0	0	1	0	1
Regional Assistant Supervisor	1	1	1	1	4
Totals	21	11	33	10	75