

# **State of Alaska FY2019 Governor's Operating Budget**

**Office of the Governor  
Lieutenant Governor  
Component Budget Summary**

**Component: Lieutenant Governor****Contribution to Department's Mission**

The mission of the Lieutenant Governor is to perform duties prescribed by law, including oversight of the Alaska Division of Elections, and assisting the Governor in implementing goals and policies.

**Core Services**

- Supervise the Division of Elections
- Co-Chair (Governor's Designee), Denali Commission
- Alaska Fisheries Advisor to Governor Walker
- Chair, Transboundary Waters Working Group
- Chair, Alaska Historical Commission
- Co-Chair, Alaska Workforce Investment Board
- Co-Chair, Criminal Justice Working Group
- Represent Alaska on the National Association of Secretaries of State and the National Lieutenant Governors' Association
- Lend support to the Governor's legislation and administrative initiatives
- Certify elections and swear in new legislators
- Supervise the certification process for citizen ballot initiatives and referenda
- Conduct statewide hearings on certified ballot initiatives
- Provide constituent care and communications
- Review and file regulations
- Publish the Alaska Administrative Code and maintain the Online Public Notice System
- Commission notaries public
- Regulate use of State Seal
- Champion of the Arctic Winter Games
- Alaska Fisheries Advisor to Governor Walker
- Chair, Elections Working Group
- Co-Chair, SCoR Statewide Committee on Research, UA

**Major Component Accomplishments in 2017**

- Established statewide elections working group to deal with aging voting equipment, cybersecurity issues, and voter outreach.
- Continued changes required from the landmark federal elections language assistance lawsuit that improved Alaskans' access to election materials and the ballot box.
- Completed efforts for state to join Electronic Registration Information Center through SB9.
- Increased voter registration through implementation of 15PVR ballot initiative.
- Worked with Governor to establish Governor's Tribal Advisory Council.
- Worked with Governor and Cabinet on Opioid Task Force.
- Continued transboundary water dialogue with tribes, fishing industry, environmental groups and British Columbia government.
- Organized Electoral College Votes ceremony for federal elections.
- Represented Alaska at Week of the Arctic in Fairbanks.
- Pledged to protect Alaskans' confidential data when responding to federal Election Integrity Commission data request.

**Key Component Challenges**

Because the Lieutenant Governor's Office is a component of the Governor's Office, the guiding department for the

Executive Branch, all critical issues facing the state are of concern to this office.

### **Significant Changes in Results to be Delivered in FY2019**

- Implementation of Governor's Administrative Order 289 on Alaska Climate Change Strategy.
- Implementation of ballot measure 15PVR, automatic voter registration through Permanent Fund Dividend applications.
- Continue implementation of the landmark Toyukak language voter assistance settlement.
- Review of Elections processes and procedures including cyber security and alternative ballot delivery systems.
- Continue outreach and implementation of Statement of Cooperation with British Columbia on stewardship of transboundary waters.
- Undertake statutorily required statewide public hearings on proposed ballot initiatives for the 2018 election.

### **Statutory and Regulatory Authority**

AK Constitution Art III, sec. 7-15

AS 01.05.026, AS 15.10.105, AS 15.45.010-465, AS 15.50.010-110, AS 24.05.160, AS 41.35.300-380, AS 44.09.015, AS 44.19.010-046, AS 44.50, AS 44.62

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Lieutenant Governor Personal Services Information				
Authorized Positions			Personal Services Costs	
	FY2018 Management Plan	FY2019 Governor		
Full-time	7	7	Annual Salaries	613,804
Part-time	0	0	Premium Pay	0
Nonpermanent	0	0	Annual Benefits	343,487
			<i>Less 3.18% Vacancy Factor</i>	(30,400)
			Lump Sum Premium Pay	0
<b>Totals</b>	<b>7</b>	<b>7</b>	<b>Total Personal Services</b>	<b>926,891</b>

Position Classification Summary					
Job Class Title	Anchorage	Fairbanks	Juneau	Others	Total
Chief of Staff For Lt. Gov.	0	0	1	0	1
Executive Assistant	0	0	1	0	1
Lieutenant Governor	0	0	1	0	1
Lt Governor Scheduler	0	0	1	0	1
Notary Comm Administrator	0	0	1	0	1
Senior Advisor	0	0	1	0	1
Special Assistant	0	0	1	0	1
<b>Totals</b>	<b>0</b>	<b>0</b>	<b>7</b>	<b>0</b>	<b>7</b>

**Component Detail All Funds**  
Office of the Governor

**Component:** Lieutenant Governor (11)  
**RDU:** Executive Operations (2)

Non-Formula Component

	FY2017 Actuals	FY2018 Conference Committee	FY2018 Authorized	FY2018 Management Plan	FY2019 Governor	FY2018 Management Plan vs FY2019 Governor	
71000 Personal Services	932.5	926.9	926.9	926.9	926.9	0.0	0.0%
72000 Travel	86.4	104.0	104.0	104.0	104.0	0.0	0.0%
73000 Services	53.6	93.7	93.7	93.7	93.7	0.0	0.0%
74000 Commodities	6.2	19.0	19.0	19.0	19.0	0.0	0.0%
75000 Capital Outlay	0.0	0.0	0.0	0.0	0.0	0.0	0.0%
77000 Grants, Benefits	0.0	0.0	0.0	0.0	0.0	0.0	0.0%
78000 Miscellaneous	0.0	0.0	0.0	0.0	0.0	0.0	0.0%
<b>Totals</b>	<b>1,078.7</b>	<b>1,143.6</b>	<b>1,143.6</b>	<b>1,143.6</b>	<b>1,143.6</b>	<b>0.0</b>	<b>0.0%</b>
<b>Fund Sources:</b>							
1004Gen Fund (UGF)	1,078.7	1,143.6	1,143.6	1,143.6	1,143.6	0.0	0.0%
<b>Unrestricted General (UGF)</b>	<b>1,078.7</b>	<b>1,143.6</b>	<b>1,143.6</b>	<b>1,143.6</b>	<b>1,143.6</b>	<b>0.0</b>	<b>0.0%</b>
<b>Designated General (DGF)</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0%</b>
<b>Other Funds</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0%</b>
<b>Federal Funds</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0%</b>
<b>Positions:</b>							
Permanent Full Time	8	7	7	7	7	0	0.0%
Permanent Part Time	0	0	0	0	0	0	0.0%
Non Permanent	0	0	0	0	0	0	0.0%

**Change Record Detail - Multiple Scenarios with Descriptions**  
**Office of the Governor**

**Component:** Lieutenant Governor (11)  
**RDU:** Executive Operations (2)

Scenario/Change Record Title	Trans Type	Totals	Personal Services	Travel	Services	Commodities	Capital Outlay	Grants, Benefits	Miscellaneous	Positions		NP
										PFT	PPT	
***** Changes From FY2018 Conference Committee To FY2018 Authorized *****												
FY2018 Conference Committee	ConfCom	1,143.6	926.9	104.0	93.7	19.0	0.0	0.0	0.0	7	0	0
1004 Gen Fund		1,143.6										
<b>Subtotal</b>		<b>1,143.6</b>	<b>926.9</b>	<b>104.0</b>	<b>93.7</b>	<b>19.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>7</b>	<b>0</b>	<b>0</b>
***** Changes From FY2018 Management Plan To FY2019 Governor *****												
<b>Totals</b>		<b>1,143.6</b>	<b>926.9</b>	<b>104.0</b>	<b>93.7</b>	<b>19.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>7</b>	<b>0</b>	<b>0</b>

**Personal Services Expenditure Detail**  
Office of the Governor

**Scenario:** FY2019 Governor (14641)  
**Component:** Lieutenant Governor (11)  
**RDU:** Executive Operations (2)

PCN	Job Class Title	Time Status	Retire Code	Barg Unit	Location	Salary Sched	Range / Step	Comp Months	Split / Count	Annual Salaries	COLA	Premium Pay	Annual Benefits	Total Costs	UGF Amount
01-020X	Lt Governor Scheduler	FT	A	XE	Juneau	N05	18F	12.0		74,832	0	0	44,616	119,448	119,448
01-401X	Lieutenant Governor	FT	E	XE	Juneau	N05	0	12.0		115,000	0	0	58,534	173,534	173,534
01-405X	Chief of Staff For Lt. Gov.	FT	A	XE	Juneau	N05	24	12.0		125,004	0	0	62,000	187,004	187,004
01-408X	Special Assistant	FT	A	XE	Juneau	N05	20F	12.0		85,452	0	0	48,295	133,747	133,747
01-409X	Executive Assistant	FT	A	XE	Juneau	N05	14C / D	12.0		51,840	0	0	36,649	88,489	88,489
01-412X	Notary Comm Administrator	FT	A	XE	Juneau	N05	16J	12.0		67,500	0	0	42,075	109,575	109,575
01-525X	Senior Advisor	FT	A	XE	Juneau	N05	24	12.0		94,176	0	0	51,318	145,494	145,494

	Total Positions	New	Deleted	Total Salary Costs:
<b>Full Time Positions:</b>	7	0	0	613,804
<b>Part Time Positions:</b>	0	0	0	<b>Total COLA:</b> 0
<b>Non Permanent Positions:</b>	0	0	0	<b>Total Premium Pay:</b> 0
<b>Positions in Component:</b>	7	0	0	<b>Total Benefits:</b> 343,487
				<b>Total Pre-Vacancy:</b> 957,291
				<b>Minus Vacancy Adjustment of 3.18%:</b> (30,400)
				<b>Total Post-Vacancy:</b> 926,891
				<b>Plus Lump Sum Premium Pay:</b> 0
				<b>Personal Services Line 100:</b> 926,891

PCN Funding Sources:	Pre-Vacancy	Post-Vacancy	Percent
1004 General Fund Receipts	957,291	926,891	100.00%
<b>Total PCN Funding:</b>	<b>957,291</b>	<b>926,891</b>	<b>100.00%</b>

Note: If a position is split, an asterisk (\*) will appear in the Split/Count column. If the split position is also counted in the component, two asterisks (\*\*) will appear in this column. [No valid job title] appearing in the Job Class Title indicates that the PCN has an invalid class code or invalid range for the class code effective date of this scenario.

**Line Item Detail (1676)**  
**Office of the Governor**  
**Travel**

**Component:** Lieutenant Governor (11)

<b>Line Number</b>	<b>Line Name</b>		<b>FY2017 Actuals</b>	<b>FY2018 Management Plan</b>	<b>FY2019 Governor</b>
2000	Travel		86.4	104.0	104.0
<b>Object Class</b>	<b>Servicing Agency</b>	<b>Explanation</b>	<b>FY2017 Actuals</b>	<b>FY2018 Management Plan</b>	<b>FY2019 Governor</b>
<b>2000 Travel Detail Totals</b>			<b>86.4</b>	<b>104.0</b>	<b>104.0</b>
2000	In-State Employee Travel	Travel to conduct state business, and represent the Governor on request.	67.9	87.0	87.0
2001	In-State Non-Employee Travel	Non-employee travel requested by Lieutenant Governor.	1.1	1.0	1.0
2002	Out of State Employee Travel	Out of state travel to conduct state business and represent the Governor on request.	16.1	16.0	16.0
2003	Out of State Non-Employee Travel	Non-employee travel out-of-state.	1.3	0.0	0.0

**Line Item Detail (1676)**  
**Office of the Governor**  
**Services**

**Component:** Lieutenant Governor (11)

<b>Line Number</b>	<b>Line Name</b>		<b>FY2017 Actuals</b>	<b>FY2018 Management Plan</b>	<b>FY2019 Governor</b>
3000	Services		53.6	93.7	93.7
<b>Object Class</b>	<b>Servicing Agency</b>	<b>Explanation</b>	<b>FY2017 Actuals</b>	<b>FY2018 Management Plan</b>	<b>FY2019 Governor</b>
<b>3000 Services Detail Totals</b>			<b>53.6</b>	<b>93.7</b>	<b>93.7</b>
3000	Education Services	Training and conference fees.	5.3	6.0	6.0
3001	Financial Services	Financial services fees.	1.5	1.5	1.5
3003	Information Technology	Software licensing and maintenance.	2.0	2.5	2.5
3004	Telecommunications	Long distance, local equipment and wireless service.	5.7	6.5	6.5
3006	Delivery Services	Freight, courier and postage.	0.5	1.0	1.0
3007	Advertising and Promotions	Promotions and advertising.	2.0	2.0	2.0
3008	Utilities	Utilities and disposal costs.	0.9	1.5	1.5
3009	Structure/Infrastructure/Land	Architectural, engineering and repair services.	0.1	0.0	0.0
3010	Equipment/Machinery	Office equipment leases and maintenance.	0.9	1.5	1.5
3011	Other Services	Printing, copying and other contractual services.	9.9	44.1	44.1
3017	Inter-Agency Information Technology Non-Telecommunications	Admin - Department-wide Computer services enterprise productivity rate.	6.8	7.0	7.0
3018	Inter-Agency Information Technology Telecommunications	Admin - Department-wide Telecommunications enterprise productivity rate.	12.5	13.0	13.0
3020	Inter-Agency Building Maintenance	Admin - Department-wide Building maintenance provided by the Department of Administration, Division of General Services.	0.0	1.0	1.0
3021	Inter-Agency Mail	Admin - Department-wide Central mail service (I/A transfer to DOA, Shared Services).	2.5	3.0	3.0
3026	Inter-Agency Insurance	Admin - Department-wide General liability and other insurance	0.2	0.2	0.2

**Line Item Detail (1676)**  
**Office of the Governor**  
**Services**

**Component:** Lieutenant Governor (11)

Object Class	Servicing Agency	Explanation	FY2017 Actuals	FY2018 Management Plan	FY2019 Governor
<b>3000 Services Detail Totals</b>			<b>53.6</b>	<b>93.7</b>	<b>93.7</b>
		costs.			
3027	Inter-Agency Financial	Admin - Department-wide	2.6	2.6	2.6
		State accounting and payroll system costs (I/A transfer to DOA, Finance).			
3036	Inter-Agency Safety	Admin - Department-wide	0.2	0.3	0.3
		Security services.			

**Line Item Detail (1676)**  
**Office of the Governor**  
**Commodities**

**Component:** Lieutenant Governor (11)

<b>Line Number</b>	<b>Line Name</b>		<b>FY2017 Actuals</b>	<b>FY2018 Management Plan</b>	<b>FY2019 Governor</b>
4000	Commodities		6.2	19.0	19.0
<b>Object Class</b>	<b>Servicing Agency</b>	<b>Explanation</b>	<b>FY2017 Actuals</b>	<b>FY2018 Management Plan</b>	<b>FY2019 Governor</b>
<b>4000 Commodities Detail Totals</b>			<b>6.2</b>	<b>19.0</b>	<b>19.0</b>
4000	Business	Office equipment, business supplies and subscriptions.	4.8	17.5	17.5
4002	Household/Institutional	General supplies.	1.4	1.5	1.5

**Revenue Detail (1681)**  
**Office of the Governor**

**Component:** Lieutenant Governor (11)

Revenue Type (OMB Fund Code) Revenue Source	Component	Comment	FY2017 Actuals	FY2018 Management Plan	FY2019 Governor
<b>6004 Gen Fund (1004 Gen Fund)</b>			<b>118.1</b>	<b>116.4</b>	<b>116.4</b>
6001 General Fund Pblc Protection - Other Licenses & Permits		Notary public fee revenue.	117.5	116.4	116.4
6046 General Fund - Prior Year Reimbursement Recovery		Reimbursement of prior year expense.	0.6	0.0	0.0

**Inter-Agency Services (1682)**  
Office of the Governor

**Component:** Lieutenant Governor (11)

				FY2017 Actuals	FY2018 Management Plan	FY2019 Governor
<b>Component Totals</b>				<b>24.8</b>	<b>27.1</b>	<b>27.1</b>
With Department of Administration				24.8	27.1	27.1
<b>Object Class</b>	<b>Servicing Agency</b>	<b>Explanation</b>	<b>FY2017 Actuals</b>	<b>FY2018 Management Plan</b>	<b>FY2019 Governor</b>	
3017	Inter-Agency Information Technology Non-Telecommunications	Admin - Department-wide Computer services enterprise productivity rate.	6.8	7.0	7.0	
3018	Inter-Agency Information Technology Telecommunications	Admin - Department-wide Telecommunications enterprise productivity rate.	12.5	13.0	13.0	
3020	Inter-Agency Building Maintenance	Admin - Department-wide Building maintenance provided by the Department of Administration, Division of General Services.	0.0	1.0	1.0	
3021	Inter-Agency Mail	Admin - Department-wide Central mail service (I/A transfer to DOA, Shared Services).	2.5	3.0	3.0	
3026	Inter-Agency Insurance	Admin - Department-wide General liability and other insurance costs.	0.2	0.2	0.2	
3027	Inter-Agency Financial	Admin - Department-wide State accounting and payroll system costs (I/A transfer to DOA, Finance).	2.6	2.6	2.6	
3036	Inter-Agency Safety	Admin - Department-wide Security services.	0.2	0.3	0.3	