

# **State of Alaska FY2021 Governor's Operating Budget**

## **Department of Administration Finance Component Budget Summary**

**Component: Finance****Contribution to Department's Mission**

The mission of the Division of Finance is to provide accounting, payroll, and travel services for state government.

**Results**

(Additional performance information is available on the web at <https://omb.alaska.gov/results>.)

**Core Services**

- Provide accounting and payroll services to support statewide administrative systems.
- User documentation and information technology to support administrative systems.

**Measures by Core Service**

(Additional performance information is available on the web at <https://omb.alaska.gov/results>.)

1. Provide accounting and payroll services to support statewide administrative systems.
2. User documentation and information technology to support administrative systems.

**Major Component Accomplishments in 2019**

- Successfully planned and prepared an upgrade for State of Alaska charge card processing in the Integrated Resource Information System (IRIS). This was an early implementation of a portion of the larger IRIS upgrade project and required significant planning and work from staff in multiple sections, training material was developed, and numerous training sessions were conducted.
- Implemented contract changes in IRIS - salary schedule updates, table changes, new pay events were created, and testing was done for Labor, Trades and Crafts Union and the Supervisory Union. These included 40-hour work week, pay increment step changes, and negotiated Letters of Agreement.
- Implemented a workflow and certification process for Payroll Accounting Management (PAM) documents to reduce data entry errors and ensure departments were responsible – the Payroll section transitioned the task of resolving all errored PAM documents from IRIS Human Resource Management (HRM) to the Accounting Services team.
- Increased employee and vendor electronic payments, which is a more secure and less expensive payment method than warrant printing, stock control, and delivery by mail.
- Completed HRM system stabilization punch list. Completed all payroll cycles successfully and met payday deadlines. W-2 tax information forms were issues on time.

**Key Component Challenges**

**IRIS Upgrade** – Upgrade IRIS to the newest version 4.0, described as the largest release in over a decade, is scheduled for FY2020 and FY2021. This release offers enhanced functionality but will require significant strategic planning work, along with testing, training, and documentation, to ensure a successful implementation.

**Accounting Compliance and Reporting Requirements** – The past few years have been increasingly difficult for state and local government accounting and finance staff due to the technical complexity and rapid pace of changing accounting standards. Changes included an overhaul of the pension standards and postemployment benefit plans followed by changes related to leases and fiduciary reporting. Additional actuarial and audit work, along with staffing challenges throughout State of Alaska government, has created delays in completing comprehensive annual financial report (CAFR) work.

**Training and Documentation** – The IRIS administrative system and the Alaska Data Enterprise Reporting (ALDER) data warehouse requires ongoing workforce training. An emphasis on developing computer-based training is part of a

cost reduction strategy to limit the number of trainer-led sessions. Regulation, accounting, collective bargaining agreements and other items continually affect policies and system data elements that are added and removed in accordance with internal controls, security requirements and compliance. Maintaining current training and system documentation is a continuous effort.

**Employee Recruitment and Retention** – Retirements, vacancies, and employee turnover is a challenge. Transfer of institutional knowledge, documentation, and training is needed to mitigate the impacts of losing experienced, long-term employees at a time of heavy workload associated with implementing new IRIS features and a major upgrade. This is especially challenging given the increase in complexity and number of information technology (IT) systems in recent years; several critical IT positions have no backup staff. The division had to recruit four short-term non-permanent positions to help produce the FY2019 CAFR.

**Employee Records Review** – The retention schedule for employee payroll records is fifty years that includes over 200,000 confidential payroll files for current and former employees. A multi-year project to review each file for accuracy, consolidation and organization of contents, applying a bar-coded folder label, and rebuilding the index system to ensure reliable retrieval has been on-going. This is a prerequisite to a long-term goal of scanning these documents for electronic archive to improve access control, security, and efficiency in operations.

**Bi-Weekly Payroll Frequency Conversion** – Conversion to a bi-weekly payroll frequency has been identified as an efficiency and cost-saving measure.

### **Significant Changes in Results to be Delivered in FY2021**

**IRIS Upgrade** – IRIS is contractually required to be upgraded, which is an effort that will continue into FY2020 and FY2021. An upgrade is essential to ensure the IRIS system continues to function effectively, to utilize new features that improve productivity, to resolve known issues and defects in the software, and to ensure the version continues to be supported.

### **Statutory and Regulatory Authority**

<b>AK Statute</b>	<b>Description</b>
09.35.330	Satisfaction of judgment when judgment debtor is creditor of state or political subdivision
11.56.210	Unsworn falsification on certifying officer affidavits for systems
11.56.860	Misuse of confidential information
14.40.170	Duties and powers of Board of Regents
14.40.290	Property and funds generally
14.40.400	Fund for money from sale or lease of land granted by Act of Congress
14.43.325	Payments to the memorial scholarship revolving loan fund
22.05.140	Judicial pay distribution restriction chief justice
22.07.090	Judicial pay distribution restriction court of appeals judges
22.10.190	Judicial pay distribution restriction superior court judges
22.15.220	Judicial pay distribution restriction supreme court judges
23.30.175	Computation for Workers' Compensation
23.30.220	Determination of spendable weekly wage for Workers' Compensation
23.40	Labor organizations
34.45.320	Payment or delivery of abandoned property
37.05	Fiscal Procedures Act
37.10.010	Disbursements
37.10.030	Responsibility of officer or employee approving or certifying voucher
37.10.050	Charges for state services; collection, accounting, and deposit of state money
37.10.088	Department of Administration authorized to make advances to the University
37.15.012	Continuing debt service appropriation
37.15.170	State bond committee to certify annual principal, interest, and reserve requirements
37.25.010	Unexpended balances of one-year appropriations
37.25.020	Unexpended balances of appropriations for capital projects
37.25.050-.058	Methods of disbursement
39.20	Compensation, allowances, and leave (includes travel regulations)

39.25	State personnel act - availability, confidentiality, and retention of employee information
39.27	Pay plan for state employees
39.30	Insurance and supplemental employee benefits
39.35.680	Definition of compensation for retirement system
39.40	U.S. savings bonds purchase plan
39.45	Public employees' deferred compensation plan
43.05.170	Payment and negotiability of warrants
44.17.010	Delegation of functions
44.17.030	Adoption of regulations
44.21.020	Duties of department (2) keep general accounts, (3) approve vouchers and disburse funds for all purposes
44.21.040	Records or accounts of claims and warrants
44.62	Administrative procedure act
44.77	Claims against the state
2 AAC	Administration
2 AAC 45	Grant administration

**Federal Requirements**

Affordable Care Act

American Recovery and Reinvestment Act

Internal Revenue Code

Federal Funding Accountability and Transparency Act

Federal Insurance Contributions Act

Fair Labor Standards Act

Federal Unemployment Tax Act

Family and Medical Leave Act

Federal Child Support Regulations

Federal Maritime Act

Cash Management Improvement Act

Freedom of Information Act

North American Free Trade Agreement (NAFTA)

U.S. Office of Foreign Asset Control Sanctions

2 CFR, Part 200, Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards.

Contact Information
<b>Contact:</b> Hans Zigmund, Division Director <b>Phone:</b> (907) 465-3435 <b>E-mail:</b> hans.zigmund@alaska.gov

**Finance  
Personal Services Information**

Authorized Positions			Personal Services Costs	
	<u>FY2020</u> <u>Management</u> <u>Plan</u>	<u>FY2021</u> <u>Governor</u>		
Full-time	50	49	Annual Salaries	4,168,399
Part-time	0	0	COLA	27,748
Nonpermanent	0	0	Premium Pay	51,600
			Annual Benefits	2,372,382
			<i>Less 5.97% Vacancy Factor</i>	<i>(395,329)</i>
			Lump Sum Premium Pay	0
<b>Totals</b>	<b>50</b>	<b>49</b>	<b>Total Personal Services</b>	<b>6,224,800</b>

**Position Classification Summary**

Job Class Title	Anchorage	Fairbanks	Juneau	Others	Total
Accountant III	0	0	3	0	3
Accountant IV	0	0	9	0	9
Accountant V	0	0	2	0	2
Accounting Technician I	0	0	1	0	1
Accounting Technician II	0	0	1	0	1
Accounting Technician III	0	0	2	0	2
Administrative Assistant II	0	0	1	0	1
Administrative Officer II	0	0	1	0	1
Analyst/Programmer III	0	0	1	0	1
Analyst/Programmer IV	0	0	3	0	3
Analyst/Programmer V	0	0	2	0	2
Business Analyst II	0	0	7	0	7
Business Analyst III	0	0	2	0	2
Business System Analyst	0	0	1	0	1
Data Processing Manager III	0	0	1	0	1
Database Specialist II	0	0	1	0	1
Division Director - Px	0	0	1	0	1
Human Resource Technician II	0	0	2	0	2
Payroll Manager	0	0	1	0	1
Payroll Specialist I	0	0	2	0	2
Payroll Specialist II	0	0	2	0	2
Payroll Specialist III	0	0	1	0	1
Publications Specialist III	0	0	1	0	1
State Accountant	0	0	1	0	1
<b>Totals</b>	<b>0</b>	<b>0</b>	<b>49</b>	<b>0</b>	<b>49</b>

**Component Detail All Funds**  
**Department of Administration**

**Component:** Finance (59)  
**RDU:** Centralized Administrative Services (13)

Non-Formula Component

	FY2019 Actuals	FY2020 Conference Committee	FY2020 Authorized	FY2020 Management Plan	FY2021 Governor	FY2020 Management Plan vs FY2021 Governor	
71000 Personal Services	5,282.1	5,833.1	5,814.3	5,814.3	6,224.8	410.5	7.1%
72000 Travel	19.0	17.6	17.6	14.7	14.7	0.0	0.0%
73000 Services	5,239.4	5,370.9	5,370.9	5,373.8	5,373.8	0.0	0.0%
74000 Commodities	38.2	45.0	45.0	45.0	45.0	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>10,578.7</b>	<b>11,266.6</b>	<b>11,247.8</b>	<b>11,247.8</b>	<b>11,658.3</b>	<b>410.5</b>	<b>3.6%</b>
<b>Fund Sources:</b>							
1004 Gen Fund (UGF)	5,492.0	5,666.5	5,666.5	5,666.5	5,587.8	-78.7	-1.4%
1005 GF/Prgm (DGF)	1,062.6	1,333.9	1,333.9	1,333.9	1,333.9	0.0	0.0%
1007 I/A Rcpts (Other)	4,024.1	4,247.4	4,247.4	4,247.4	4,247.4	0.0	0.0%
1061 CIP Rcpts (Other)	0.0	18.8	0.0	0.0	489.2	489.2	100.0%
<b>Unrestricted General (UGF)</b>	<b>5,492.0</b>	<b>5,666.5</b>	<b>5,666.5</b>	<b>5,666.5</b>	<b>5,587.8</b>	<b>-78.7</b>	<b>-1.4%</b>
<b>Designated General (DGF)</b>	<b>1,062.6</b>	<b>1,333.9</b>	<b>1,333.9</b>	<b>1,333.9</b>	<b>1,333.9</b>	<b>0.0</b>	<b>0.0%</b>
<b>Other Funds</b>	<b>4,024.1</b>	<b>4,266.2</b>	<b>4,247.4</b>	<b>4,247.4</b>	<b>4,736.6</b>	<b>489.2</b>	<b>11.5%</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	50	50	50	50	49	-1	-2.0%
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**  
**Department of Administration**

**Component:** Finance (59)  
**RDU:** Centralized Administrative Services (13)

Scenario/Change Record Title	Trans Type	Totals	Personal Services	Travel	Services	Commodities	Capital Outlay	Grants, Benefits	Miscellaneous	Positions		NP
										PFT	PPT	
***** Changes From FY2020 Conference Committee To FY2020 Authorized *****												
<b>FY2020 Conference Committee</b>												
	ConfCom	11,266.6	5,833.1	17.6	5,370.9	45.0	0.0	0.0	0.0	50	0	0
1004 Gen Fund		5,666.5										
1005 GF/Prgm		1,333.9										
1007 I/A Rcpts		4,247.4										
1061 CIP Rcpts		18.8										
<b>Technical Adjustment for Incorrect Fund Sources</b>												
	Veto	-18.8	-18.8	0.0	0.0	0.0	0.0	0.0	0.0	0	0	0
1061 CIP Rcpts		-18.8										
This is a technical adjustment to remove a salary adjustment that is no longer needed and has fund sources that are no longer applicable.												
<b>Subtotal</b>		<b>11,247.8</b>	<b>5,814.3</b>	<b>17.6</b>	<b>5,370.9</b>	<b>45.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>50</b>	<b>0</b>	<b>0</b>
***** Changes From FY2020 Authorized To FY2020 Management Plan *****												
<b>Align Authority with Anticipated Expenditures</b>												
	LIT	0.0	0.0	-2.9	2.9	0.0	0.0	0.0	0.0	0	0	0
Transfer authority from travel to cover anticipated services costs. The remaining travel authority is sufficient to cover anticipated expenditures.												
<b>Subtotal</b>		<b>11,247.8</b>	<b>5,814.3</b>	<b>14.7</b>	<b>5,373.8</b>	<b>45.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>50</b>	<b>0</b>	<b>0</b>
***** Changes From FY2020 Management Plan To FY2021 Governor *****												
<b>Reverse Fee for Mandatory Patient-Centered Outcomes Research Institute Due to Affordable Care Act (FY17-FY21)</b>												
	OTI	-55.0	0.0	0.0	-55.0	0.0	0.0	0.0	0.0	0	0	0
1004 Gen Fund		-55.0										

The Patient Centered Outcome Research Institute (PCORI), created as part of the Affordable Care Act, imposes a fee for self-insured health plans to fund the PCORI trust fund. The amount of the fee is progressive, currently \$2.39 per active life, and uses the average number of covered lives (employees and dependents) for both retiree and active AlaskaCare health plans as a basis to determine the annual amount. The PCORI fee is in effect for plan years ending before October 1, 2019, with the annual payment due July 31 of the calendar year following the last day of the self-insured health plan year.

Payment of the fee for the retiree health plan is administered by Department of Administration, Division of Retirement and Benefits. The Division of Finance administers the fee payment for the active health plan.

This covers the FY2020 payment for the AlaskaCare portion of the active health plan fee. This includes the Internal Revenue Service (IRS) announced index increase to the fee for plan years ending on or after October 1, 2018, and before October 1, 2019.

**Restore Fee for Mandatory Patient-Centered Outcomes Research Institute Due to Affordable Care Act (FY17-FY21)**

**Change Record Detail - Multiple Scenarios with Descriptions**  
**Department of Administration**

**Component:** Finance (59)  
**RDU:** Centralized Administrative Services (13)

Scenario/Change Record Title	Trans Type	Totals	Personal Services	Travel	Services	Commodities	Capital Outlay	Grants, Benefits	Miscellaneous	Positions		NP
										PFT	PPT	
1004 Gen Fund	IncT	55.0	0.0	0.0	55.0	0.0	0.0	0.0	0.0	0	0	0
<p>The Patient Centered Outcome Research Institute (PCORI), created as part of the Affordable Care Act, imposes a fee for self-insured health plans to fund the PCORI trust fund. The amount of the fee is progressive, currently \$2.39 per active life, and uses the average number of covered lives (employees and dependents) for both retiree and active AlaskaCare health plans as a basis to determine the annual amount. The PCORI fee is in effect for plan years ending before October 1, 2019, with the annual payment due July 31 of the calendar year following the last day of the self-insured health plan year.</p> <p>Payment of the fee for the retiree health plan is administered by Department of Administration, Division of Retirement and Benefits. The Division of Finance administers the fee payment for the active health plan.</p>												
<b>FY2021 Salary and Health Insurance Increases</b>												
	SalAdj	38.2	38.2	0.0	0.0	0.0	0.0	0.0	0.0	0	0	0
1004 Gen Fund		32.4										
1061 CIP Rcpts		5.8										
FY2021 GGU Salary Increases: \$29.4												
FY2021 increase to GGU Health Insurance from \$1530 to \$1555 per member per month: \$8.8												
<b>Add Authority to Support Transparent Budgeting of Integrated Resource Information System Upgrade Support</b>												
	Inc	483.4	483.4	0.0	0.0	0.0	0.0	0.0	0.0	0	0	0
1061 CIP Rcpts		483.4										
<p>Add authority to improve transparency by budgeting reimbursable services agreements for staff supporting the capital Integrated Resource Information System (IRIS) upgrade project. The state's accounting and payroll system, known as IRIS, must implement a contractually required upgrade project, which is anticipated to take two to three years. An upgrade is essential to ensure the system continues to function effectively, to utilize new features that improve productivity, to resolve known issues and defects in the software, and to ensure the version continues to be supported.</p>												
<b>Delete Human Resource Technician (02-4093) and Authority to Realize Consolidation Efficiencies</b>												
	Dec	-111.1	-111.1	0.0	0.0	0.0	0.0	0.0	0.0	-1	0	0
1004 Gen Fund		-111.1										
Delete a full-time Human Resource Technician (02-4093), range 14, located in Juneau, and related authority to realize efficiencies from the automation of programs and consolidation of human resources services.												
<b>Totals</b>		<b>11,658.3</b>	<b>6,224.8</b>	<b>14.7</b>	<b>5,373.8</b>	<b>45.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>49</b>	<b>0</b>	<b>0</b>



**Line Item Detail (1676)**  
**Department of Administration**  
**Travel**

**Component:** Finance (59)

Line Number	Line Name		FY2019 Actuals	FY2020 Management Plan	FY2021 Governor
2000	Travel		19.0	14.7	14.7
Object Class	Servicing Agency	Explanation	FY2019 Actuals	FY2020 Management Plan	FY2021 Governor
<b>2000 Travel Detail Totals</b>			<b>19.0</b>	<b>14.7</b>	<b>14.7</b>
2000	In-State Employee Travel	Transportation costs for travel relating to administration, training, conventions and meetings, boards and commissions	0.0	3.0	8.0
2002	Out of State Employee Travel	Transportation costs for staff travel out of state to national organization meetings, conferences, and training	10.2	11.7	1.7
2005	Moving Costs	Moving and relocation costs	8.8	0.0	5.0

**Line Item Detail (1676)**  
**Department of Administration**  
**Services**

**Component:** Finance (59)

<b>Line Number</b>	<b>Line Name</b>		<b>FY2019 Actuals</b>	<b>FY2020 Management Plan</b>	<b>FY2021 Governor</b>
3000	Services		5,239.4	5,373.8	5,373.8
<b>Object Class</b>	<b>Servicing Agency</b>	<b>Explanation</b>	<b>FY2019 Actuals</b>	<b>FY2020 Management Plan</b>	<b>FY2021 Governor</b>
<b>3000 Services Detail Totals</b>			<b>5,239.4</b>	<b>5,373.8</b>	<b>5,373.8</b>
3000	Education Services	Training, educational conferences, agency memberships, and employee tuition	12.3	19.1	20.4
3001	Financial Services	Management and consulting services	53.8	76.0	139.1
3003	Information Technology	Software licensing and maintenance, training, and consulting	3,400.9	3,322.6	3,903.7
3004	Telecommunications	Local, long distance, and cellular telephone charges, television, data/network, telecommunication equipment, and other wireless charges from outside vendors	1.3	1.8	1.9
3005	Health Services	Fee for mandatory Patient-Centered Outcomes Research Institute (PCORI) due to the Affordable Care Act	34.5	55.0	55.0
3006	Delivery Services	Freight, courier services, and postage	0.8	0.6	0.8
3007	Advertising and Promotions	Advertising, promotions and legal notices	0.4	0.9	0.9
3008	Utilities	Electricity, heating fuel, water, sewage and disposal services	0.9	2.5	1.7
3009	Structure/Infrastructure/Land	Structure, infrastructure and land repairs, maintenance, rental, and leases	17.8	19.6	19.6
3010	Equipment/Machinery	Machinery, furniture and office equipment purchase, repairs,	4.3	4.7	4.6

**Line Item Detail (1676)**  
**Department of Administration**  
**Services**

**Component:** Finance (59)

Object Class	Servicing Agency	Explanation	FY2019 Actuals	FY2020 Management Plan	FY2021 Governor
<b>3000 Services Detail Totals</b>			<b>5,239.4</b>	<b>5,373.8</b>	<b>5,373.8</b>
		maintenance, rentals, and leases			
3011	Other Services	Printing costs microfiche, comprehensive annual financial report, tax forms, warrants, and warrant envelopes	101.2	80.0	133.1
3017	Inter-Agency Information Technology Non-Telecommunications	Enterprise Productivity Rate (EPR) computer services	60.0	506.5	0.0
3017	Inter-Agency Information Technology Non-Telecommunications	Admin - Alaska Division of IT (3141) Enterprise Productivity Rate (EPR) computer services	392.2	72.5	0.0
3018	Inter-Agency Information Technology Telecommunications	Admin - Alaska Division of IT (3141) Enterprise Productivity Rate (EPR) telecommunications and telephone line services	18.2	0.0	0.0
3021	Inter-Agency Mail	Admin - Print Services (2333) Centralized mail services chargeback	23.5	9.5	24.8
3022	Inter-Agency Human Resources	Human resource and payroll services provided by the Division of Personnel	100.0	23.6	0.0
3022	Inter-Agency Human Resources	Admin - Personnel (56) Human resource and payroll services provided by the Division of Personnel	27.4	196.0	31.0
3023	Inter-Agency Building Leases	Admin - Facilities (2429) Rent for state-owned facilities and lease payments	68.0	0.0	0.0
3025	Inter-Agency Auditing	Legis - Department-wide Auditing services chargeback, and compliance audits	750.0	750.0	750.0
3026	Inter-Agency Insurance	Admin - Risk Management (71) Division of Risk Management - Risk management insurance charges	1.2	1.2	1.2
3027	Inter-Agency Financial	Admin - Finance (59) State payroll and accounting system chargeback	31.8	30.5	0.0
3028	Inter-Agency Americans with Disabilities Act Compliance	Admin - Personnel (56) Americans with Disabilities Act (ADA) chargeback	0.3	0.1	1.0
3038	Inter-Agency Management/Consulting	Admin - Accounting (3134)	4.3	2.1	0.0

**Line Item Detail (1676)**  
**Department of Administration**  
**Services**

**Component:** Finance (59)

Object Class	Servicing Agency	Explanation	FY2019 Actuals	FY2020 Management Plan	FY2021 Governor
<b>3000 Services Detail Totals</b>			<b>5,239.4</b>	<b>5,373.8</b>	<b>5,373.8</b>
3038	Inter-Agency Management/Consulting	Admin - Administrative Services (46)	69.6	67.0	67.0
3038	Inter-Agency Management/Consulting	Admin - Alaska Division of IT (3141)	0.0	38.5	130.0
3038	Inter-Agency Management/Consulting	Admin - Office of the Commissioner (45)	39.9	48.0	48.0
3038	Inter-Agency Management/Consulting	Admin - Purchasing (60)	24.8	45.5	40.0

**Line Item Detail (1676)**  
**Department of Administration**  
**Commodities**

**Component:** Finance (59)

<b>Line Number</b>	<b>Line Name</b>		<b>FY2019 Actuals</b>	<b>FY2020 Management Plan</b>	<b>FY2021 Governor</b>
4000	Commodities		38.2	45.0	45.0
<b>Object Class</b>	<b>Servicing Agency</b>	<b>Explanation</b>	<b>FY2019 Actuals</b>	<b>FY2020 Management Plan</b>	<b>FY2021 Governor</b>
		<b>4000 Commodities Detail Totals</b>	<b>38.2</b>	<b>45.0</b>	<b>45.0</b>
4000	Business	General business supplies such as office consumables, furniture, and computer equipment	38.2	45.0	45.0

**Revenue Detail (1681)**  
**Department of Administration**

**Component:** Finance (59)

Revenue Type (OMB Fund Code) Revenue Source	Component	Comment	FY2019 Actuals	FY2020 Management Plan	FY2021 Governor
<b>5005 GF/Prgm (1005 GF/Prgm)</b>			<b>1,374.5</b>	<b>1,333.9</b>	<b>1,333.9</b>
5101 Program Receipts Public Protection - Licenses and Permits			-0.2	0.0	0.0
5120 Program Receipts - Other Revenue		Credit card rebate	1,374.7	1,333.9	1,333.9
<b>5007 I/A Rcpts (1007 I/A Rcpts)</b>			<b>4,024.1</b>	<b>4,247.4</b>	<b>4,247.4</b>
5301 Inter-Agency Receipts		Integrated Resource Information Systems (IRIS) Chargeback and audit services from Division of Legislative Audit	1,224.6	40.6	0.0
5301 Inter-Agency Receipts	Admin - Accounting (3134)	Integrated Resource Information Systems (IRIS) Chargeback and audit services from Division of Legislative Audit	12.4	10.5	10.5
5301 Inter-Agency Receipts	Admin - Administrative Hearings (2771)	Integrated Resource Information Systems (IRIS) Chargeback and audit services from Division of Legislative Audit	3.1	2.6	2.6
5301 Inter-Agency Receipts	Admin - Administrative Services (46)	Integrated Resource Information Systems (IRIS) chargeback and audit services from Division of Legislative Audit	11.0	6.5	6.5
5301 Inter-Agency Receipts	Admin - AK Oil & Gas Conservation Comm (2010)	Integrated Resource Information Systems (IRIS) Chargeback and audit services from Division of Legislative Audit	7.8	7.6	7.6
5301 Inter-Agency Receipts	Admin - Alaska Division of IT (3141)		53.1	0.0	0.0
5301 Inter-Agency Receipts	Admin - Alaska Public Offices Comm (70)	Integrated Resource Information Systems (IRIS) Chargeback and audit services from Division of Legislative Audit	0.9	1.4	1.4
5301 Inter-Agency Receipts	Admin - Business Transformation Office (3136)	Integrated Resource Information Systems (IRIS) Chargeback and audit services from Division of Legislative Audit	1.8	0.8	0.8
5301 Inter-Agency Receipts	Admin - E-Travel (2966)	Integrated Resource Information	2.3	2.3	2.3

**Revenue Detail (1681)**  
**Department of Administration**

**Component:** Finance (59)

Revenue Type (OMB Fund Code) Revenue Source	Component	Comment	FY2019 Actuals	FY2020 Management Plan	FY2021 Governor
5301 Inter-Agency Receipts	Admin - Facilities (2429)	Systems (IRIS) Chargeback and audit services from Division of Legislative Audit Integrated Resource Information Systems (IRIS) Chargeback and audit services from Division of Legislative Audit	14.6	14.7	14.7
5301 Inter-Agency Receipts	Admin - Facilities Administration (2430)	Integrated Resource Information Systems (IRIS) Chargeback and audit services from Division of Legislative Audit	3.5	3.1	3.1
5301 Inter-Agency Receipts	Admin - Finance (59)		31.8	0.0	0.0
5301 Inter-Agency Receipts	Admin - Labor Relations (58)	Integrated Resource Information Systems (IRIS) Chargeback and audit services from Division of Legislative Audit	1.2	1.6	1.6
5301 Inter-Agency Receipts	Admin - Lease Administration (2304)	Integrated Resource Information Systems (IRIS) Chargeback and audit services from Division of Legislative Audit	2.4	1.5	1.5
5301 Inter-Agency Receipts	Admin - Motor Vehicles (2348)	Integrated Resource Information Systems (IRIS) Chargeback and audit services from Division of Legislative Audit	19.7	18.6	18.6
5301 Inter-Agency Receipts	Admin - Office of Public Advocacy (43)	Integrated Resource Information Systems (IRIS) Chargeback and audit services from Division of Legislative Audit	0.0	23.9	23.9
5301 Inter-Agency Receipts	Admin - Office of the Commissioner (45)	Integrated Resource Information Systems (IRIS) Chargeback and audit services from Division of Legislative Audit	1.4	1.8	1.8
5301 Inter-Agency Receipts	Admin - Personnel (56)	Integrated Resource Information Systems (IRIS) Chargeback and audit services from Division of Legislative Audit	33.0	55.7	55.7
5301 Inter-Agency Receipts	Admin - Print Services (2333)	Integrated Resource Information	2.9	2.5	2.5

**Revenue Detail (1681)**  
**Department of Administration**

**Component:** Finance (59)

Revenue Type (OMB Fund Code) Revenue Source	Component	Comment	FY2019 Actuals	FY2020 Management Plan	FY2021 Governor
5301 Inter-Agency Receipts	Admin - Public Defender Agency (1631)	Systems (IRIS) Chargeback and audit services from Division of Legislative Audit Integrated Resource Information Systems (IRIS) Chargeback and audit services from Division of Legislative Audit	26.4	23.3	23.3
5301 Inter-Agency Receipts	Admin - Purchasing (60)	Systems (IRIS) Chargeback and audit services from Division of Legislative Audit Integrated Resource Information Systems (IRIS) Chargeback and audit services from Division of Legislative Audit	3.1	6.8	6.8
5301 Inter-Agency Receipts	Admin - Retirement and Benefits (64)	Systems (IRIS) Chargeback and audit services from Division of Legislative Audit Integrated Resource Information Systems (IRIS) Chargeback and audit services from Division of Legislative Audit	25.3	21.2	21.2
5301 Inter-Agency Receipts	Admin - Risk Management (71)	Systems (IRIS) Chargeback and audit services from Division of Legislative Audit Integrated Resource Information Systems (IRIS) Chargeback and audit services from Division of Legislative Audit	3.2	2.6	2.6
5301 Inter-Agency Receipts	Admin - Violent Crimes Comp Board (2694)	Systems (IRIS) Chargeback and audit services from Division of Legislative Audit Integrated Resource Information Systems (IRIS) Chargeback and audit services from Division of Legislative Audit	1.8	1.3	1.3
5301 Inter-Agency Receipts	Commerce - Department-wide	Systems (IRIS) Chargeback and audit services from Division of Legislative Audit Integrated Resource Information Systems (IRIS) Chargeback and audit services from Division of Legislative Audit	83.5	103.2	103.2
5301 Inter-Agency Receipts	Correct - Department-wide	Systems (IRIS) Chargeback and audit services from Division of Legislative Audit Integrated Resource Information Systems (IRIS) Chargeback and audit services from Division of Legislative Audit	116.2	116.1	116.1
5301 Inter-Agency Receipts	Courts - Department-wide	Systems (IRIS) Chargeback and audit services from Division of Legislative Audit Integrated Resource Information Systems (IRIS) Chargeback and audit services from Division of Legislative Audit	67.8	78.1	78.1
5301 Inter-Agency Receipts	E&ED - Department-wide	Systems (IRIS) Chargeback and audit services from Division of Legislative Audit Integrated Resource Information Systems (IRIS) Chargeback and audit services from Division of Legislative Audit	69.7	121.9	121.9



**Revenue Detail (1681)**  
**Department of Administration**

**Component:** Finance (59)

<b>Revenue Type (OMB Fund Code)</b> <b>Revenue Source</b>	<b>Component</b>	<b>Comment</b>	<b>FY2019 Actuals</b>	<b>FY2020 Management Plan</b>	<b>FY2021 Governor</b>
5301 Inter-Agency Receipts	EnvCon - Department-wide	audit services from Division of Legislative Audit Integrated Resource Information Systems (IRIS) Chargeback and audit services from Division of Legislative Audit	132.5	152.9	152.9
5301 Inter-Agency Receipts	FishGm - Department-wide	Integrated Resource Information Systems (IRIS) Chargeback and audit services from Division of Legislative Audit	221.1	261.9	261.9
5301 Inter-Agency Receipts	Gov - Department-wide	Integrated Resource Information Systems (IRIS) Chargeback and audit services from Division of Legislative Audit	16.8	19.2	19.2
5301 Inter-Agency Receipts	H&SS - Department-wide	Integrated Resource Information Systems (IRIS) Chargeback and audit services from Division of Legislative Audit	0.0	764.0	764.0
5301 Inter-Agency Receipts	Labor - Department-wide	Integrated Resource Information Systems (IRIS) Chargeback and audit services from Division of Legislative Audit	0.0	144.2	144.2
5301 Inter-Agency Receipts	Law - Department-wide	Integrated Resource Information Systems (IRIS) Chargeback and audit services from Division of Legislative Audit	40.2	35.7	35.7
5301 Inter-Agency Receipts	Legis - Department-wide	Integrated Resource Information Systems (IRIS) Chargeback and audit services from Division of Legislative Audit	51.4	53.8	53.8
5301 Inter-Agency Receipts	M&VA - Department-wide	Integrated Resource Information Systems (IRIS) Chargeback and audit services from Division of Legislative Audit	117.4	104.5	104.5
5301 Inter-Agency Receipts	NatRes - Department-wide	Integrated Resource Information Systems (IRIS) Chargeback and audit services from Division of	205.0	214.4	214.4

**Revenue Detail (1681)**  
**Department of Administration**

**Component:** Finance (59)

<b>Revenue Type (OMB Fund Code) Revenue Source</b>	<b>Component</b>	<b>Comment</b>	<b>FY2019 Actuals</b>	<b>FY2020 Management Plan</b>	<b>FY2021 Governor</b>
5301 Inter-Agency Receipts	NOT FOUND (2549)	Legislative Audit Integrated Resource Information Systems (IRIS) Chargeback and audit services from Division of Legislative Audit	0.0	0.0	52.0
5301 Inter-Agency Receipts	PubSaf - Department-wide	Integrated Resource Information Systems (IRIS) Chargeback and audit services from Division of Legislative Audit	97.6	93.5	93.5
5301 Inter-Agency Receipts	Rev - Department-wide	Integrated Resource Information Systems (IRIS) Chargeback and audit services from Division of Legislative Audit	0.0	167.8	167.8
5301 Inter-Agency Receipts	Trans - Department-wide	Integrated Resource Information Systems (IRIS) Chargeback and audit services from Division of Legislative Audit	1,317.6	1,335.6	1,335.6
5301 Inter-Agency Receipts	Admin - Finance (59)	Legislative Audit Interagency receipt authority for the collection of potential reimbursable services agreements	0.0	229.7	218.3
<b>5061 CIP Rcpts (1061 CIP Rcpts)</b>			<b>0.0</b>	<b>0.0</b>	<b>489.2</b>
5351 Capital Improvement Project Inter-Agency			0.0	0.0	489.2
<b>6004 Gen Fund (1004 Gen Fund)</b>			<b>28.3</b>	<b>5,666.5</b>	<b>5,587.8</b>
6046 General Fund - Prior Year Reimbursement Recovery		Prior year recovery	28.3	5,666.5	5,587.8

**Inter-Agency Services (1682)**  
**Department of Administration**

**Component:** Finance (59)

				FY2019 Actuals	FY2020 Management Plan	FY2021 Governor
<b>Component Totals</b>				<b>1,451.2</b>	<b>1,260.9</b>	<b>1,093.0</b>
With Department of Administration				701.2	510.9	343.0
With Legislature				750.0	750.0	750.0
<b>Object Class</b>	<b>Servicing Agency</b>	<b>Explanation</b>	<b>FY2019 Actuals</b>	<b>FY2020 Management Plan</b>	<b>FY2021 Governor</b>	
3017	Inter-Agency Information Technology Non-Telecommunications	Admin - Alaska Division of IT (3141) Enterprise Productivity Rate (EPR) computer services	392.2	72.5	0.0	
3018	Inter-Agency Information Technology Telecommunications	Admin - Alaska Division of IT (3141) Enterprise Productivity Rate (EPR) telecommunications and telephone line services	18.2	0.0	0.0	
3021	Inter-Agency Mail	Admin - Print Services (2333) Centralized mail services chargeback	23.5	9.5	24.8	
3022	Inter-Agency Human Resources	Admin - Personnel (56) Human resource and payroll services provided by the Division of Personnel	27.4	196.0	31.0	
3023	Inter-Agency Building Leases	Admin - Facilities (2429) Rent for state-owned facilities and lease payments	68.0	0.0	0.0	
3025	Inter-Agency Auditing	Legis - Department-wide Auditing services chargeback, and compliance audits	750.0	750.0	750.0	
3026	Inter-Agency Insurance	Admin - Risk Management (71) Division of Risk Management - Risk management insurance charges	1.2	1.2	1.2	
3027	Inter-Agency Financial	Admin - Finance (59) State payroll and accounting system chargeback	31.8	30.5	0.0	
3028	Inter-Agency Americans with Disabilities Act Compliance	Admin - Personnel (56) Americans with Disabilities Act (ADA) chargeback	0.3	0.1	1.0	
3038	Inter-Agency Management/Consulting	Admin - Accounting (3134)	4.3	2.1	0.0	
3038	Inter-Agency Management/Consulting	Admin - Administrative Services (46)	69.6	67.0	67.0	
3038	Inter-Agency Management/Consulting	Admin - Alaska Division of IT (3141)	0.0	38.5	130.0	
3038	Inter-Agency	Admin - Office of the Commissioner	39.9	48.0	48.0	

**Inter-Agency Services (1682)**  
**Department of Administration**

**Component:** Finance (59)

<b>Object Class</b>	<b>Servicing Agency</b>	<b>Explanation</b>	<b>FY2019 Actuals</b>	<b>FY2020 Management Plan</b>	<b>FY2021 Governor</b>
3038 Management/Consulting	(45)				
Inter-Agency Management/Consulting	Admin - Purchasing (60)		24.8	45.5	40.0

**Personal Services Expenditure Detail**  
**Department of Administration**

**Scenario:** FY2021 Governor (16414)  
**Component:** Finance (59)  
**RDU:** Centralized Administrative Services (13)

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
01-712X	Accountant IV	FT	A	GP	Juneau	205	20A	12.0		70,968	954	0	43,203	115,125	115,125
02-1007	Business Analyst II	FT	A	GP	Juneau	205	20E / F	12.0		81,468	1,095	0	46,815	129,378	129,378
02-2133	Database Specialist II	FT	A	KK	Juneau	205	21M	12.0		110,112	0	12,600	61,043	183,755	183,755
02-4001	Division Director - Px	FT	A	XE	Juneau	N05	27L	12.0		142,140	0	0	67,255	209,395	209,395
02-4004	Accountant IV	FT	A	GP	Juneau	205	20J	12.0		90,360	1,214	0	49,874	141,448	141,448
02-4005	Accountant IV	FT	A	SS	Juneau	99	20P	12.0		115,734	0	0	58,643	174,377	174,377
02-4010	State Accountant	FT	A	XE	Juneau	N05	24A	12.0		94,236	0	0	51,103	145,339	145,339
02-4011	Data Processing Manager III	FT	A	SS	Juneau	205	24C / D	12.0		109,728	0	0	56,577	166,305	166,305
02-4012	Accountant IV	FT	A	GP	Juneau	205	20F / G	12.0		84,732	1,139	0	47,938	133,809	133,809
02-4013	Accountant IV	FT	A	GP	Juneau	205	20B / C	12.0		73,705	991	0	44,145	118,841	118,841
02-4014	Accountant IV	FT	A	SS	Juneau	99	20M	12.0		103,600	0	0	54,469	158,069	158,069
02-4017	Accountant IV	FT	A	GP	Juneau	205	20G / J	12.0		89,448	1,202	0	49,560	140,210	140,210
02-4020	Payroll Specialist II	FT	A	KK	Juneau	205	18F / J	12.0		79,882	0	0	46,310	126,192	126,192
02-4021	Accountant III	FT	A	GP	Juneau	205	18M / N	12.0		87,956	1,182	0	49,047	138,185	138,185
02-4022	Human Resource Technician II	FT	A	KK	Juneau	205	14K / L	12.0		65,112	0	0	41,229	106,341	106,341
02-4023	Payroll Specialist II	FT	A	KK	Juneau	205	18F	12.0		79,452	0	0	46,162	125,614	125,614
02-4025	Payroll Specialist III	FT	A	KK	Juneau	205	20E / F	12.0		88,281	0	3,000	50,231	141,512	0
02-4026	Analyst/Programmer IV	FT	A	GP	Juneau	205	20A	12.0		70,968	954	0	43,203	115,125	115,125
02-4027	Business Analyst II	FT	A	GP	Juneau	205	20E	12.0		81,096	1,090	0	46,687	128,873	128,873
02-4029	Accounting Technician III	FT	A	GP	Juneau	205	16B / C	12.0		56,221	756	0	38,130	95,107	95,107
02-4030	Business System Analyst	FT	A	GP	Juneau	205	20J	12.0		90,360	1,214	0	49,874	141,448	141,448
02-4035	Payroll Manager	FT	A	KK	Juneau	205	22B / C	12.0		91,875	0	3,000	51,467	146,342	0
02-4036	Accountant IV	FT	A	GP	Juneau	205	20A / B	12.0		72,948	980	0	43,884	117,812	117,812
02-4038	Accountant IV	FT	A	GP	Juneau	205	20E / F	12.0		83,204	1,118	0	47,413	131,735	131,735
02-4039	Accounting Technician II	FT	A	GP	Juneau	205	14B / C	12.0		49,895	671	0	35,954	86,520	86,520
02-4040	Accountant V	FT	A	SS	Juneau	205	22A / B	12.0		90,314	0	0	49,898	140,212	140,212
02-4041	Accounting Technician III	FT	A	GP	Juneau	205	16B / C	12.0		57,487	773	0	38,566	96,826	96,826
02-4043	Human Resource Technician II	FT	A	KK	Juneau	205	14K / L	12.0		65,895	0	0	41,498	107,393	107,393
02-4044	Accounting Technician I	FT	A	GP	Juneau	205	12C / D	12.0		44,259	595	0	34,015	78,869	78,869
02-4050	Accountant III	FT	A	GP	Juneau	205	18G / J	12.0		78,926	1,061	0	45,941	125,928	125,928
02-4052	Payroll Specialist I	FT	A	KK	Juneau	205	16K / L	12.0		75,397	0	0	44,767	120,164	120,164
02-4074	Analyst/Programmer IV	FT	A	GP	Juneau	205	20C	12.0		75,936	1,021	0	44,912	121,869	121,869
02-4075	Business Analyst III	FT	A	SS	Juneau	99	22N / O	12.0		124,883	0	0	61,790	186,673	186,673
02-4078	Analyst/Programmer V	FT	A	KK	Juneau	205	22K / L	12.0		114,072	0	12,000	62,199	188,271	188,271
02-4081	Analyst/Programmer III	FT	A	GP	Juneau	205	18B / C	12.0		66,432	893	0	41,643	108,968	108,968
02-4082	Analyst/Programmer V	FT	A	GP	Juneau	99	22P / Q	12.0		129,396	1,814	12,000	67,149	210,359	210,359

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.

**Personal Services Expenditure Detail**  
**Department of Administration**

**Scenario:** FY2021 Governor (16414)  
**Component:** Finance (59)  
**RDU:** Centralized Administrative Services (13)

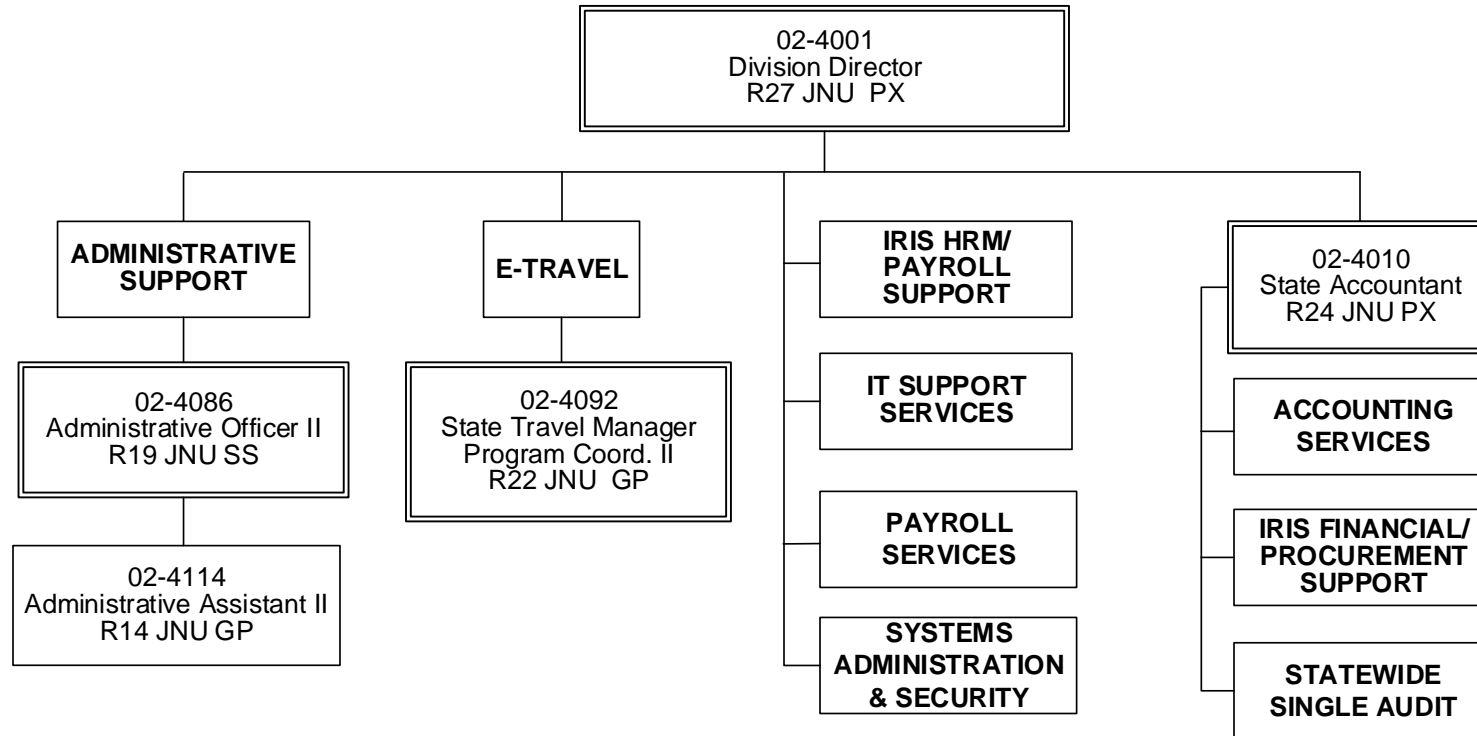
PCN	Job Class Title	Time Status	Retire Code	Barg Unit	Location	Salary Sched	Range / Step	Comp Months	Split / Count	Annual Salaries	COLA	Premium Pay	Annual Benefits	Total Costs	UGF Amount
02-4085	Payroll Specialist I	FT	A	KK	Juneau	99	16M / N	12.0		81,692	0	0	46,932	128,624	128,624
02-4086	Administrative Officer II	FT	A	SS	Juneau	205	19F	12.0		84,936	0	0	48,048	132,984	132,984
02-4091	Accountant III	FT	A	GP	Juneau	99	18N	12.0		91,170	1,225	0	50,153	142,548	142,548
02-4093	Human Resource Technician II	FT	A	KK	Juneau	205	14B / C	12.0		0	0	0	0	0	0
02-4101	Business Analyst III	FT	A	KK	Juneau	205	22K / L	12.0		113,325	0	3,000	58,846	175,171	175,171
02-4105	Business Analyst II	FT	A	KK	Juneau	205	20J / K	12.0		96,732	0	3,000	53,138	152,870	152,870
02-4107	Business Analyst II	FT	A	KK	Juneau	205	20J / K	12.0		94,692	0	3,000	52,436	150,128	150,128
02-4111	Analyst/Programmer IV	FT	A	GP	Juneau	205	20C / D	12.0		77,201	1,038	0	45,347	123,586	123,586
02-4114	Administrative Assistant II	FT	A	GP	Juneau	205	14B / C	12.0		49,689	668	0	35,883	86,240	86,240
02-4115	Business Analyst II	FT	A	GG	Juneau	205	20G	12.0		86,712	1,165	0	48,619	136,496	0
02-4116	Publications Specialist III	FT	A	GG	Juneau	205	19A	12.0		66,432	893	0	41,643	108,968	0
02-4117	Business Analyst II	FT	A	GG	Juneau	205	20C	12.0		75,936	1,021	0	44,912	121,869	0
02-4118	Business Analyst II	FT	A	GG	Juneau	205	20C	12.0		75,936	1,021	0	44,912	121,869	0
11-0204	Accountant V	FT	A	SS	Juneau	205	22A	12.0		87,468	0	0	48,919	136,387	136,387

	Total Positions	New	Deleted	Total Salary Costs:	Total COLA:	Total Premium Pay:	Total Benefits:
				4,168,399	27,748	51,600	2,372,382
<b>Full Time Positions:</b>	49	0	1				
<b>Part Time Positions:</b>	0	0	0				
<b>Non Permanent Positions:</b>	0	0	0				
<b>Positions in Component:</b>	49	0	1				
				<b>Total Pre-Vacancy:</b>	6,620,129		
				<b>Minus Vacancy Adjustment of 5.97%:</b>	(395,329)		
				<b>Total Post-Vacancy:</b>	6,224,800		
				<b>Plus Lump Sum Premium Pay:</b>	0		
				<b>Personal Services Line 100:</b>	6,224,800		

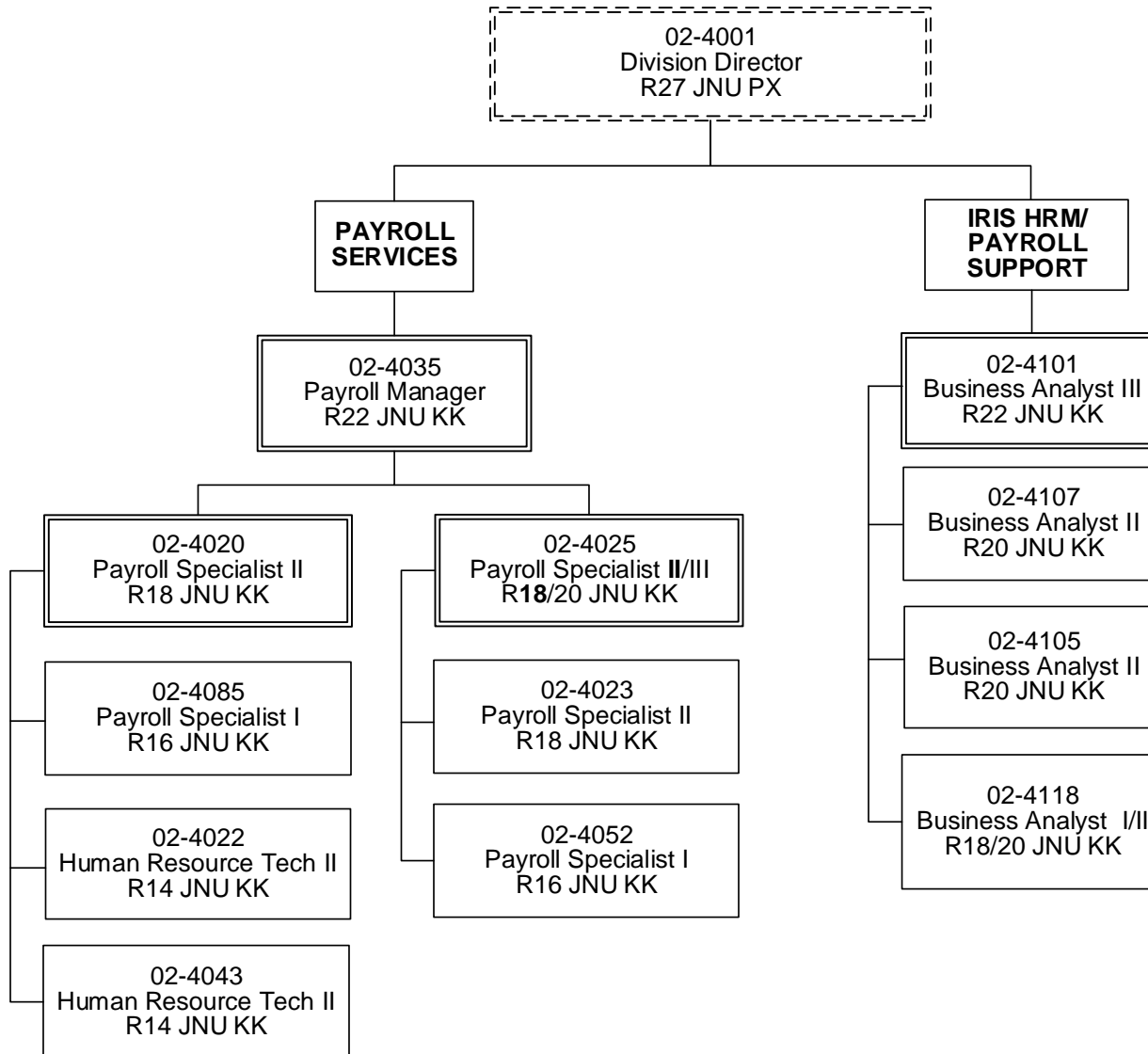
PCN Funding Sources:	Pre-Vacancy	Post-Vacancy	Percent
1004 General Fund Receipts	5,843,073	5,494,147	88.26%
1005 General Fund/Program Receipts	287,854	270,664	4.35%
1061 Capital Improvement Project Receipts	489,202	459,989	7.39%
<b>Total PCN Funding:</b>	<b>6,620,129</b>	<b>6,224,800</b>	<b>100.00%</b>

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.

Department of Administration  
Division of Finance and E-Travel

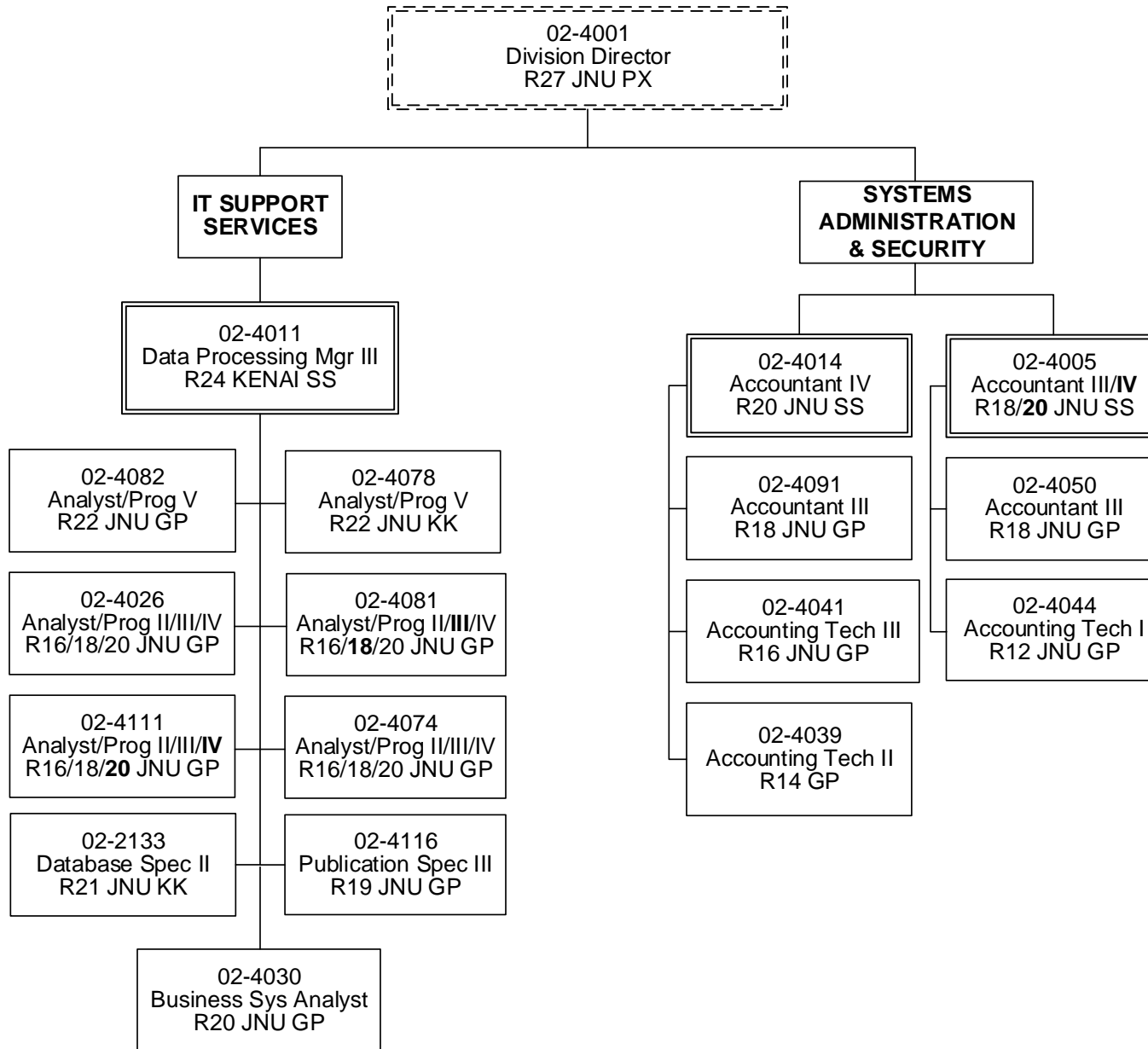


Department of Administration  
Division of Finance and E-Travel





Department of Administration  
Division of Finance and E-Travel



Department of Administration  
Division of Finance and E-Travel

