

# **State of Alaska FY2021 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
- Chair, Alaska Historical Commission
- Member, Alaska Workforce Investment Board
- Represent Alaska on the National Association of Secretaries of State and the National Lieutenant Governors' Association
- Represent Governor's Office on the Pacific Northwest Economic Region Executive Committee
- Ex-officio member of the Alaska Travel Industry Association Board of Directors
- Represent Alaska on the Aerospace States Association
- Lend support to the Governor's legislation and administrative initiatives
- Champion Alaska's position on Arctic issues locally and internationally
- 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
- Chair, Elections Policy Working Group
- Co-Chair, SCoR Statewide Committee on Research, UA

**Major Component Accomplishments in 2019**

- Solicited and purchased new vote tabulation equipment and election management system to address aging voting equipment, cybersecurity issues, and severely outdated election infrastructure.
- Created efficiencies in both the Division of Elections and the Office of the Lt Governor saving labor costs.
- Reviewed and certified three ballot initiatives for petition distribution with an additional application pending in State court.
- Maintained Alaska's participation in the Arctic Winter Games and secured legislative support for membership.
- Continued changes required from the federal elections language assistance lawsuit that improved Alaskans' access to election materials and the ballot box.
- Continued efforts for Alaska to join and use the Electronic Registration Information Center (ERIC) in compliance with Chapter 13, SLA 2016 to strengthen the Division of Election's list maintenance efforts.
- Increased voter registration through continued implementation of the 2015 Permanent Fund Dividend Voter Registration ballot initiative.
- Gave speeches statewide on Governor's priorities, elections and cybersecurity.

**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 FY2021

- Implement the new vote tabulation machines in over 300 precincts statewide with increased staff training and voter awareness campaigns.
- Statewide hearings for any certified 2020 ballot initiatives.
- Conduct successful statewide Primary and General elections in accordance with State law
- Continue implementation of the Toyukak language voter assistance settlement with expansion of languages provided at the ballot box.
- Continue improvement of the automatic voter registration process through Permanent Fund Dividend application system.
- Review Elections Policy Working Group viability to better serve Alaska.
- Focus the narrative of Alaska's advantage for economic development opportunities including tourism, agriculture, and resource development, in a world of changing local climates.
- Prepare to host the 2021 Aerospace States Association annual conference in Alaska

## 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

Contact Information
<p><b>Contact:</b> Shawn Henderson, Director of Administrative Services <b>Phone:</b> (907) 465-3899 <b>E-mail:</b> shawn.henderson@alaska.gov</p>

Lieutenant Governor Personal Services Information				
Authorized Positions			Personal Services Costs	
	FY2020 Management Plan	FY2021 Governor		
Full-time	7	7	Annual Salaries	569,722
Part-time	0	0	Premium Pay	2,319
Nonpermanent	0	0	Annual Benefits	326,728
			<i>Less 2.56% Vacancy Factor</i>	(22,969)
			Lump Sum Premium Pay	0
<b>Totals</b>	<b>7</b>	<b>7</b>	<b>Total Personal Services</b>	<b>875,800</b>

Position Classification Summary					
Job Class Title	Anchorage	Fairbanks	Juneau	Others	Total
Chief of Staff For Lt Gov	1	0	0	0	1
Executive Assistant	0	0	1	0	1
Lieutenant Governor	1	0	0	0	1
Lt Governor Scheduler	1	0	0	0	1
Notary Comm Administrator	0	0	1	0	1
Reg & Init Spec	0	0	1	0	1
Special Assistant	0	0	1	0	1
<b>Totals</b>	<b>3</b>	<b>0</b>	<b>4</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

	FY2019 Actuals	FY2020 Conference Committee	FY2020 Authorized	FY2020 Management Plan	FY2021 Governor	FY2020 Management Plan vs FY2021 Governor	
71000 Personal Services	852.9	926.9	926.9	875.8	875.8	0.0	0.0%
72000 Travel	121.1	34.1	34.1	85.2	85.2	0.0	0.0%
73000 Services	107.5	93.7	93.7	93.7	93.7	0.0	0.0%
74000 Commodities	7.8	19.0	19.0	19.0	19.0	0.0	0.0%
75000 Capital Outlay	4.2	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>1,093.5</b>	<b>1,073.7</b>	<b>1,073.7</b>	<b>1,073.7</b>	<b>1,073.7</b>	<b>0.0</b>	<b>0.0%</b>
<b>Fund Sources:</b>							
1004 Gen Fund (UGF)	1,093.5	1,073.7	1,073.7	1,073.7	1,073.7	0.0	0.0%
<b>Unrestricted General (UGF)</b>	<b>1,093.5</b>	<b>1,073.7</b>	<b>1,073.7</b>	<b>1,073.7</b>	<b>1,073.7</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	7	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 FY2020 Conference Committee To FY2020 Authorized *****												
<b>FY2020 Conference Committee</b>	ConfCom	1,073.7	926.9	34.1	93.7	19.0	0.0	0.0	0.0	7	0	0
1004 Gen Fund		1,073.7										
<b>Subtotal</b>		<b>1,073.7</b>	<b>926.9</b>	<b>34.1</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 FY2020 Authorized To FY2020 Management Plan *****												
<b>Align Authority with Anticipated Expenditures</b>	LIT	0.0	-51.1	51.1	0.0	0.0	0.0	0.0	0.0	0	0	0
Transfer authority from personal services to cover anticipated travel costs. The remaining personal services authority is sufficient to cover anticipated expenditures.												
<b>Subtotal</b>		<b>1,073.7</b>	<b>875.8</b>	<b>85.2</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 FY2020 Management Plan To FY2021 Governor *****												
<b>Totals</b>		<b>1,073.7</b>	<b>875.8</b>	<b>85.2</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>

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

**Component:** Lieutenant Governor (11)

<b>Line Number</b>	<b>Line Name</b>		<b>FY2019 Actuals</b>	<b>FY2020 Management Plan</b>	<b>FY2021 Governor</b>
2000	Travel		121.1	85.2	85.2
<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>2000 Travel Detail Totals</b>			<b>121.1</b>	<b>85.2</b>	<b>85.2</b>
2000	In-State Employee Travel	In state travel in support of Lt. Governor.	104.3	70.2	70.2
2001	In-State Non-Employee Travel	Non employee travel approved by Lt. Governor.	1.8	0.0	0.0
2002	Out of State Employee Travel	Out of state travel by Lt. Governor and staff.	15.0	15.0	15.0

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

**Component:** Lieutenant Governor (11)

<b>Line Number</b>	<b>Line Name</b>		<b>FY2019 Actuals</b>	<b>FY2020 Management Plan</b>	<b>FY2021 Governor</b>
3000	Services		107.5	93.7	93.7
<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>107.5</b>	<b>93.7</b>	<b>93.7</b>
3000	Education Services	Training, conference fees, professional memberships.	5.6	5.0	5.0
3001	Financial Services	Accounting, auditing and management consulting.	1.5	1.5	1.5
3002	Legal and Judicial Services		0.2	0.0	0.0
3003	Information Technology	Software licensing and maintenance.	2.1	2.5	2.5
3004	Telecommunications	Long distance, local equipment and wireless service.	6.1	7.0	7.0
3006	Delivery Services	Freight, courier and postage.	2.8	3.0	3.0
3007	Advertising and Promotions	Advertising costs.	39.0	30.0	30.0
3008	Utilities	Capitol building utility costs.	2.1	2.0	2.0
3009	Structure/Infrastructure/Land	Structure, infrastructure, land costs.	0.1	0.1	0.1
3010	Equipment/Machinery	Office equipment leases and maintenance.	2.5	3.2	3.2
3011	Other Services	Other contractual services costs.	16.8	11.1	11.1
3017	Inter-Agency Information Technology Non-Telecommunications	Admin - Department-wide Computer services enterprise productivity rate.	14.6	10.0	10.0
3017	Inter-Agency Information Technology Non-Telecommunications	Gov - Lieutenant Governor (11) Computer services enterprise productivity rate.	0.0	5.0	5.0
3018	Inter-Agency Information Technology Telecommunications	Admin - Department-wide Telecommunications enterprise productivity rate.	6.6	8.0	8.0
3021	Inter-Agency Mail	Admin - Department-wide Central mail service (I/A transfer to DOA, Shared Services).	4.2	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	FY2019 Actuals	FY2020 Management Plan	FY2021 Governor
<b>3000 Services Detail Totals</b>			<b>107.5</b>	<b>93.7</b>	<b>93.7</b>
		costs.			
3027	Inter-Agency Financial	Admin - Department-wide	1.7	1.1	1.1
		State accounting and payroll system costs (I/A transfer to DOA, Finance).			
3037	State Equipment Fleet	Trans - Department-wide	1.4	1.0	1.0
		State Equipment Fleet vehicles.			

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

**Component:** Lieutenant Governor (11)

<b>Line Number</b>	<b>Line Name</b>		<b>FY2019 Actuals</b>	<b>FY2020 Management Plan</b>	<b>FY2021 Governor</b>
4000	Commodities		7.8	19.0	19.0
<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>7.8</b>	<b>19.0</b>	<b>19.0</b>
4000	Business	Office equipment, business supplies and subscriptions.	6.0	17.0	17.0
4002	Household/Institutional	General supplies.	1.2	2.0	2.0
4020	Equipment Fuel	Fuel charges.	0.6	0.0	0.0

**Line Item Detail (1676)**  
**Office of the Governor**  
**Capital Outlay**

**Component:** Lieutenant Governor (11)

<b>Line Number</b>	<b>Line Name</b>		<b>FY2019 Actuals</b>	<b>FY2020 Management Plan</b>	<b>FY2021 Governor</b>
5000	Capital Outlay		4.2	0.0	0.0
<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>5000 Capital Outlay Detail Totals</b>			<b>4.2</b>	<b>0.0</b>	<b>0.0</b>
5004	Equipment	Replacement office equipment.	4.2	0.0	0.0

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

**Component:** Lieutenant Governor (11)

Revenue Type (OMB Fund Code) Revenue Source	Component	Comment	FY2019 Actuals	FY2020 Management Plan	FY2021 Governor
<b>6004 Gen Fund (1004 Gen Fund)</b>			<b>119.0</b>	<b>111.3</b>	<b>111.3</b>
6001 General Fund Pblc Protection - Other Licenses & Permits		Notary public and other fee revenue.	118.4	111.3	111.3
6046 General Fund - Prior Year Reimbursement Recovery			0.6	0.0	0.0

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

**Component:** Lieutenant Governor (11)

	FY2019 Actuals	FY2020 Management Plan	FY2021 Governor
<b>Component Totals</b>	<b>28.7</b>	<b>28.3</b>	<b>28.3</b>
With Department of Administration	27.3	22.3	22.3
With Office of the Governor	0.0	5.0	5.0
With Department of Transportation/Public Facilities	1.4	1.0	1.0

<b>Object Class</b>	<b>Servicing Agency</b>	<b>Explanation</b>	FY2019 Actuals	FY2020 Management Plan	FY2021 Governor
3017 Inter-Agency Information Technology Non-Telecommunications	Admin - Department-wide	Computer services enterprise productivity rate.	14.6	10.0	10.0
3017 Inter-Agency Information Technology Non-Telecommunications	Gov - Lieutenant Governor (11)	Computer services enterprise productivity rate.	0.0	5.0	5.0
3018 Inter-Agency Information Technology Telecommunications	Admin - Department-wide	Telecommunications enterprise productivity rate.	6.6	8.0	8.0
3021 Inter-Agency Mail	Admin - Department-wide	Central mail service (I/A transfer to DOA, Shared Services).	4.2	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).	1.7	1.1	1.1
3037 State Equipment Fleet	Trans - Department-wide	State Equipment Fleet vehicles.	1.4	1.0	1.0

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

**Scenario:** FY2021 Governor (16414)  
**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	Anchorage	N00	18 /	12.0		67,837	0	0	41,920	109,757	109,757
01-401X	Lieutenant Governor	FT	E	XE	Anchorage	99	0	12.0		115,000	0	0	58,074	173,074	173,074
01-405X	Chief of Staff For Lt Gov	FT	A	XE	Anchorage	N00	24 /	12.0		131,522	0	0	63,733	195,255	195,255
01-408X	Reg & Init Spec	FT	A	XE	Juneau	N05	19C / D	12.0		73,692	0	0	43,926	117,618	117,618
01-409X	Executive Assistant	FT	A	XE	Juneau	N05	14B / C	12.0		50,227	0	2,319	36,683	89,229	89,229
01-412X	Notary Comm Administrator	FT	A	XE	Juneau	N05	16B / C	12.0		57,980	0	0	38,544	96,524	96,524
01-525X	Special Assistant	FT	A	XE	Juneau	N05	20A / B	12.0		73,464	0	0	43,848	117,312	117,312

	Total Positions	New	Deleted
<b>Full Time Positions:</b>	7	0	0
<b>Part Time Positions:</b>	0	0	0
<b>Non Permanent Positions:</b>	0	0	0
<b>Positions in Component:</b>	7	0	0

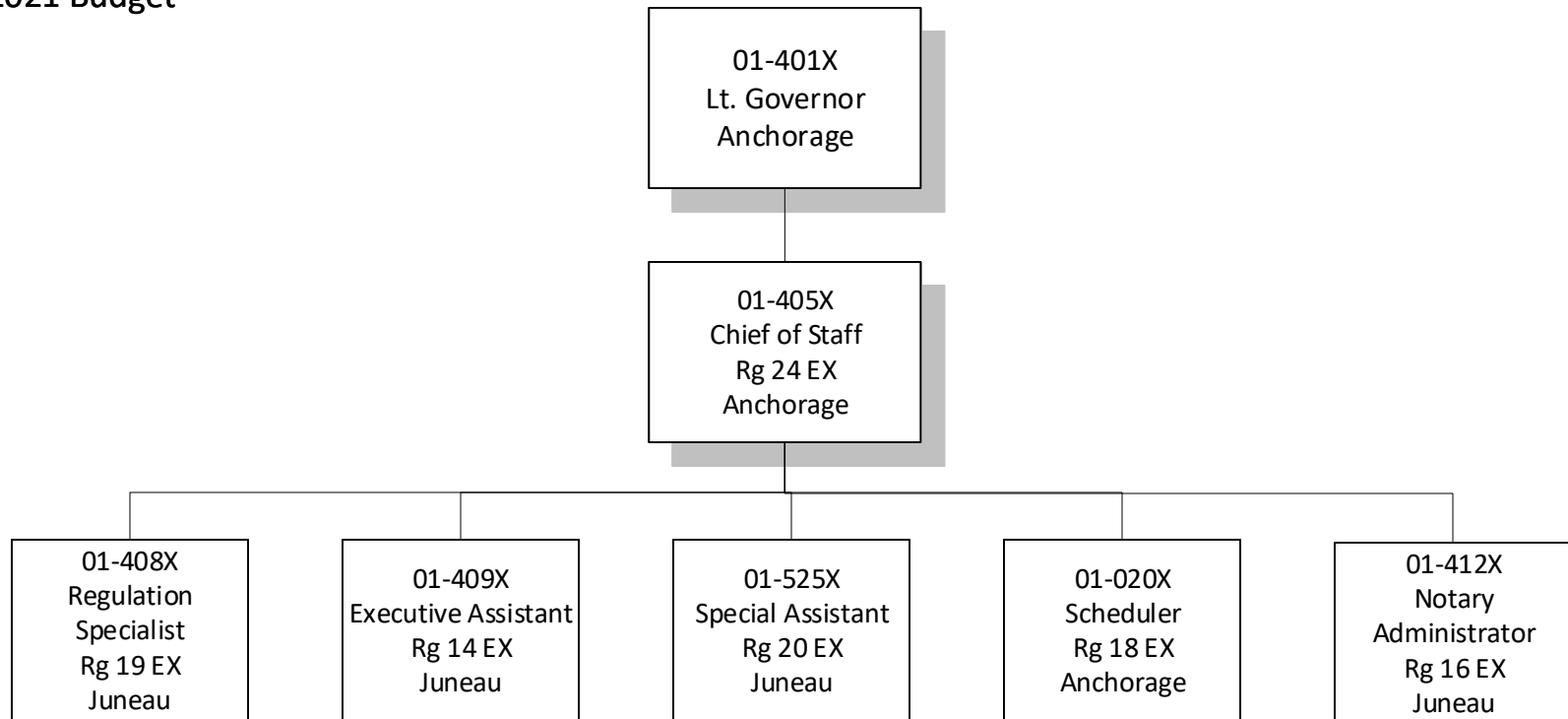
**Total Component Months:** 84.0

<b>Total Salary Costs:</b>	569,722
<b>Total COLA:</b>	0
<b>Total Premium Pay:</b>	2,319
<b>Total Benefits:</b>	326,728
<b>Total Pre-Vacancy:</b>	898,769
<b>Minus Vacancy Adjustment of 2.56%:</b>	(22,969)
<b>Total Post-Vacancy:</b>	875,800
<b>Plus Lump Sum Premium Pay:</b>	0
<b>Personal Services Line 100:</b>	875,800

PCN Funding Sources:	Pre-Vacancy	Post-Vacancy	Percent
1004 General Fund Receipts	898,769	875,800	100.00%
<b>Total PCN Funding:</b>	<b>898,769</b>	<b>875,800</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.

OFFICE OF THE LIEUTENANT  
GOVERNOR  
FY 2021 Budget



December 15, 2019