

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

**Department of Law
Legislation/Regulations
Component Budget Summary**

Component: Legislation/Regulations**Contribution to Department's Mission**

The Legislation and Regulations Section provides legal advice to executive agencies to assure compliance with legal standards for legislation and regulations. The section assists the Office of the Governor (on legislative and constitutional matters), the Office of the Lieutenant Governor (on regulations), and the Office of Management and Budget (on budget and legislative matters).

Core Services

- Draft legislation, including budget bills, for introduction in the legislature on behalf of the Governor.
- Provide final legal review of all regulations adopted under the Alaska Administrative Procedure Act.
- Review all enacted legislation for legal issues and coordinate review for the Governor of all enacted legislation.
- Coordinate responses to legal questions and requests for information from legislators to the Department of Law and coordinate necessary testimony before legislative committees. Compile legislative reports on federal issues.
- Work closely with the Office of Management and Budget to draft the budget bills; provide advice year-round on budget-related issues and interpretation. Assist on litigation related to budget matters.
- Prepare and publish the Drafting Manual for Administrative Regulations, which all agencies must, by statute, follow. Prepare and present training to multiple agencies.
- The section supervisor serves as the executive branch representative to the National Conference of Commissioners on Uniform State Laws.
- As requested, assist with public outreach activities for both the Civil and Criminal Divisions, including responding to legislative or media inquiries, coordinating and drafting press releases, and staffing any public meetings or events within the department.
- Act as the main point of contact and coordinate responses for most Governors' office legal inquiries.

Major Component Accomplishments in 2019

- Increased section capacity and expertise through the addition of an attorney to assist in legislative drafting and the transfer of an attorney from Labor and State Affairs to Legislation and Regulations to focus on budget matters.
- Coordinated and drafted legislative bills on behalf of the administration for the 31st legislative session and two special sessions. The section drafted approximately 40 bills related to the administration's policy of reduced government footprint. Due to the emphasis on budget matters, the section provided significant assistance to the Office of Management and Budget in FY2019.
- The section conducted legal review of all adopted executive branch regulations, including regulations to implement cost-containment for Medicaid coverage, to implement standards for providing professional health services through telehealth, and to update standards for underground storage tanks. The section continues to make improvements in the internal aspects of the regulations process to reduce unnecessary paperwork, including reviewing options for cost efficiencies under current statutes. The section also assisted with the administration's regulation review activities.

Key Component Challenges

The section assists executive agencies with legislation and regulations designed to increase efficient operation of state agencies, decrease costs of programs, and raise occupational licensing and fees for state services to better cover the costs of occupational oversight and state services. For legislation, the section continues to engage in significant drafting. The addition last year of an attorney to specialize in drafting has increased section capacity to address the administration's priorities.

However, the number of regulation projects continues to increase, straining the section's ability to perform a timely review of regulations. As required by statute, the section reviews adopted regulations for legality, constitutionality and

clarity. Whenever major program and policy changes are implemented, the section strives to meet the increased need for assistance in order to save costs and increase efficiency and effectiveness in the provision of state services by assisting with timely changes to statutes, regulations, or a combination of both.

The section continues to prioritize its work on regulations to allow timely finalization of regulations to implement recent legislative reforms. The section will provide assistance to executive branch agencies tasked with developing regulations to implement the legislatively mandated reforms. The section anticipates its role in advising on regulations process matters and coordinating public outreach will continue to grow.

Significant Changes in Results to be Delivered in FY2021

The section anticipates that legislative enactments and regulations will continue as the administration and legislature continue to seek ways to streamline operations and provide services with reduced funding. Budget issues often require legislative attention, and the section anticipates an increase in legislative needs in both drafting and monitoring activities.

Statutory and Regulatory Authority

AS 44.23.020
AS 44.23.030
AS 44.23.040
AS 44.62.050
AS 44.62.060
AS 44.62.125

Contact Information
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Legislation/Regulations 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	8	7	Annual Salaries	746,803
Part-time	0	0	COLA	548
Nonpermanent	0	0	Premium Pay	0
			Annual Benefits	383,455
			<i>Less 1.22% Vacancy Factor</i>	(13,806)
			Lump Sum Premium Pay	0
Totals	8	7	Total Personal Services	1,117,000

Position Classification Summary					
Job Class Title	Anchorage	Fairbanks	Juneau	Others	Total
Associate Attorney II	0	0	2	0	2
Attorney III	0	0	1	0	1
Attorney V	0	0	2	0	2
Attorney VI	0	0	1	0	1
Law Office Assistant I	0	0	1	0	1
Totals	0	0	7	0	7

Component Detail All Funds
Department of Law

Component: Legislation/Regulations (2209)
RDU: Civil Division (35)

Non-Formula Component

	FY2019 Actuals	FY2020 Conference Committee	FY2020 Authorized	FY2020 Management Plan	FY2021 Governor	FY2020 Management Plan vs FY2021 Governor	
71000 Personal Services	819.8	1,341.3	1,341.3	1,271.3	1,117.0	-154.3	-12.1%
72000 Travel	3.8	19.5	19.5	19.5	19.5	0.0	0.0%
73000 Services	107.5	152.6	152.6	152.6	152.6	0.0	0.0%
74000 Commodities	8.6	21.4	21.4	21.4	21.4	0.0	0.0%
75000 Capital Outlay	1.4	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%
Totals	941.1	1,534.8	1,534.8	1,464.8	1,310.5	-154.3	-10.5%
Fund Sources:							
1004 Gen Fund (UGF)	758.1	1,058.6	1,058.6	988.6	988.9	0.3	0.0%
1007 I/A Rcpts (Other)	183.0	476.2	476.2	476.2	321.6	-154.6	-32.5%
Unrestricted General (UGF)	758.1	1,058.6	1,058.6	988.6	988.9	0.3	0.0%
Designated General (DGF)	0.0	0.0	0.0	0.0	0.0	0.0	0.0%
Other Funds	183.0	476.2	476.2	476.2	321.6	-154.6	-32.5%
Federal Funds	0.0	0.0	0.0	0.0	0.0	0.0	0.0%
Positions:							
Permanent Full Time	7	8	8	8	7	-1	-12.5%
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 Law

Component: Legislation/Regulations (2209)
RDU: Civil Division (35)

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 *****												
FY2020 Conference Committee												
	ConfCom	1,534.8	1,341.3	19.5	152.6	21.4	0.0	0.0	0.0	8	0	0
1004 Gen Fund		1,058.6										
1007 I/A Rcpts		476.2										
Subtotal		1,534.8	1,341.3	19.5	152.6	21.4	0.0	0.0	0.0	8	0	0
***** Changes From FY2020 Authorized To FY2020 Management Plan *****												
Transfer Attorney V (03-0029) to Labor and State Affairs for Required Legal Expertise												
	Trout	-70.0	-70.0	0.0	0.0	0.0	0.0	0.0	0.0	-1	0	0
1004 Gen Fund		-70.0										
Transfer a full-time Attorney V (03-0029), range 25, located in Juneau, from the Legislation/Regulations section to the Labor and State Affairs office to keep pace with the required level of legal expertise needed within the office. The remaining staff within the Legislation/Regulations section are sufficient to accommodate anticipated workload.												
Department of Law attorney positions are transferred as needed to align expertise with workload.												
Transfer Attorney III (03-0371) from Commercial and Fair Business for Required Legal Expertise												
	Trin	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	1	0	0
Transfer a full-time Attorney III (03-0371), range 22, located in Juneau, from the Commercial and Fair Business office to the Legislation/Regulations section to keep pace with the required level of legal expertise needed within the section. The remaining staff within the Commercial and Fair Business office are sufficient to accommodate anticipated workload.												
Department of Law attorney positions are transferred as needed to align expertise with workload.												
Subtotal		1,464.8	1,271.3	19.5	152.6	21.4	0.0	0.0	0.0	8	0	0
***** Changes From FY2020 Management Plan To FY2021 Governor *****												
FY2021 Salary and Health Insurance Increases												
	SalAdj	0.8	0.8	0.0	0.0	0.0	0.0	0.0	0.0	0	0	0
1004 Gen Fund		0.3										
1007 I/A Rcpts		0.5										
FY2021 GGU Salary Increases: \$0.5												
FY2021 increase to GGU Health Insurance from \$1530 to \$1555 per member per month: \$0.3												
Transfer Attorney III (03-0371) to the Office of the Attorney General for Required Legal Expertise												

Change Record Detail - Multiple Scenarios with Descriptions
Department of Law

Component: Legislation/Regulations (2209)
RDU: Civil Division (35)

Scenario/Change Record Title	Trans Type	Totals	Personal Services	Travel	Services	Commodities	Capital Outlay	Grants, Benefits	Miscellaneous	Positions		
										PFT	PPT	NP
1007 I/A Rcpts	Trout	-155.1	-155.1	0.0	0.0	0.0	0.0	0.0	0.0	-1	0	0
		-155.1										
Transfer a full-time Attorney III (03-0371), range 22, located in Juneau, from the Legislation/Regulations section to the Office of the Attorney General as a full-time Special Assistant to the Commissioner II, range 23, located in Juneau, to provide the Attorney General with the necessary level of legal and legislative support. The remaining staff within the Legislation/Regulations section are sufficient to accommodate the anticipated workload.												
	Totals	1,310.5	1,117.0	19.5	152.6	21.4	0.0	0.0	0.0	7	0	0

Line Item Detail (1676)
Department of Law
Travel

Component: Legislation/Regulations (2209)

Line Number	Line Name		FY2019 Actuals	FY2020 Management Plan	FY2021 Governor
2000	Travel		3.8	19.5	19.5
Object Class	Servicing Agency	Explanation	FY2019 Actuals	FY2020 Management Plan	FY2021 Governor
2000 Travel Detail Totals			3.8	19.5	19.5
2000	In-State Employee Travel	Travel for attorneys to interview witnesses and attend court proceedings, as well as for necessary training for both attorneys and paraprofessionals. Includes travel for management purposes.	3.1	16.8	16.8
2006	Other Travel Costs	Travel cost transfers.	0.7	2.7	2.7

Line Item Detail (1676)
Department of Law
Services

Component: Legislation/Regulations (2209)

Line Number	Line Name		FY2019 Actuals	FY2020 Management Plan	FY2021 Governor
3000	Services		107.5	152.6	152.6
Object Class	Servicing Agency	Explanation	FY2019 Actuals	FY2020 Management Plan	FY2021 Governor
3000 Services Detail Totals			107.5	152.6	152.6
3000	Education Services	Conferences, training and memberships.	0.0	1.0	1.0
3011	Other Services	Cost transfers and miscellaneous items within the services line (commissions, etc.).	99.3	143.4	143.4
3017	Inter-Agency Information Technology Non-Telecommunications	Admin - Department-wide RSA Administration, Office of Information Technology computer services.	4.5	4.5	4.5
3018	Inter-Agency Information Technology Telecommunications	Admin - Department-wide RSA Administration, Office of Information Technology telecommunications services.	0.3	0.3	0.3
3021	Inter-Agency Mail	Admin - Department-wide RSA Administration, Central Mail.	0.4	0.4	0.4
3022	Inter-Agency Human Resources	Law - Administrative Services (2164) RSA Law, Human Resources position.	1.0	1.0	1.0
3027	Inter-Agency Financial	Admin - Department-wide RSA Administration, Finance Chargeback (IRIS).	0.1	0.1	0.1
3038	Inter-Agency Management/Consulting	Law - Administrative Services (2164) RSA Law, Information services, project and management support.	1.9	1.9	1.9

Line Item Detail (1676)
Department of Law
Commodities

Component: Legislation/Regulations (2209)

Line Number	Line Name		FY2019 Actuals	FY2020 Management Plan	FY2021 Governor
4000	Commodities		8.6	21.4	21.4
Object Class	Servicing Agency	Explanation	FY2019 Actuals	FY2020 Management Plan	FY2021 Governor
4000 Commodities Detail Totals			8.6	21.4	21.4
4000	Business	Reference materials and subscriptions, including statutes, software applications, non-capital desktop refresh, and miscellaneous office supplies.	1.2	1.2	1.2
4022	Commodity Transfer	Commodity cost transfers.	7.4	20.2	20.2

Line Item Detail (1676)
Department of Law
Capital Outlay

Component: Legislation/Regulations (2209)

Line Number	Line Name		FY2019 Actuals	FY2020 Management Plan	FY2021 Governor
5000	Capital Outlay		1.4	0.0	0.0
Object Class	Servicing Agency	Explanation	FY2019 Actuals	FY2020 Management Plan	FY2021 Governor
5000 Capital Outlay Detail Totals			1.4	0.0	0.0
5009	Capital Outlay Transfer	Capital cost transfers.	1.4	0.0	0.0

Revenue Detail (1681)
Department of Law

Component: Legislation/Regulations (2209)

Revenue Type (OMB Fund Code) Revenue Source	Component	Comment	FY2019 Actuals	FY2020 Management Plan	FY2021 Governor
5007 I/A Rcpts (1007 I/A Rcpts)			183.0	476.2	321.6
5301 Inter-Agency Receipts	Admin - Department-wide	RSA Administration, Department-wide - legal services for legislation and regulations review. Program code: CV03207751.	4.5	20.0	10.0
5301 Inter-Agency Receipts	Commerce - Department-wide	RSA Commerce, Department-wide - legal services for legislation and regulations review. Program code: CV03207751.	38.9	75.0	50.0
5301 Inter-Agency Receipts	Correct - Department-wide	RSA Corrections, Department-wide - legal services for legislation and regulations review. Program code: CV03207751.	0.4	5.0	5.0
5301 Inter-Agency Receipts	E&ED - Department-wide	RSA Education, Department-wide - legal services for legislation and regulations review. Program code: CV03207751.	10.6	25.0	20.0
5301 Inter-Agency Receipts	EnvCon - Department-wide	RSA Environmental Conservation, Department-wide - legal services for legislation and regulations. Program code: CV03207751.	19.5	51.2	26.6
5301 Inter-Agency Receipts	FishGm - Department-wide	RSA Fish and Game, Department-wide - legal services for legislation and regulations review. Program code: CV03207751.	40.0	50.0	50.0
5301 Inter-Agency Receipts	Gov - Department-wide	RSA Office of the Governor, Department-wide - legal services for legislation and regulations review. Program code: CV03207751.	0.0	50.0	30.0
5301 Inter-Agency Receipts	H&SS - Department-wide	RSA Health and Social Services, Department-wide - legal services for legislation and regulations review. Program code: CV03207751.	27.8	50.0	50.0
5301 Inter-Agency Receipts	Labor - Department-wide	RSA Labor, Department-wide - legal services for legislation and regulations review. Program code:	3.4	25.0	10.0

Revenue Detail (1681)
Department of Law

Component: Legislation/Regulations (2209)

Revenue Type (OMB Fund Code) Revenue Source	Component	Comment	FY2019 Actuals	FY2020 Management Plan	FY2021 Governor
5301 Inter-Agency Receipts	M&VA - Department-wide	CV03207751. RSA Military and Veteran's Affairs, Department-wide - legal services for legislation and regulations. Program code: CV03207751.	0.2	10.0	5.0
5301 Inter-Agency Receipts	NatRes - Department-wide	RSA Natural Resources, Department-wide - legal services for legislation and regulations review. Program code: CV03207751.	5.4	25.0	10.0
5301 Inter-Agency Receipts	PubSaf - Department-wide	RSA Public Safety, Department-wide - legal services for legislation and regulations review. Program code: CV03207751.	5.7	25.0	10.0
5301 Inter-Agency Receipts	Rev - Department-wide	RSA Revenue, Department-wide - legal services for legislation and regulations review. Program code: CV03207751.	7.9	25.0	10.0
5301 Inter-Agency Receipts	Trans - Department-wide	RSA Transportation, Department-wide - legal services for legislation and regulations review. Program code: CV03207751.	4.0	15.0	10.0
5301 Inter-Agency Receipts	Admin - Department-wide	RSA Administration, Alaska Oil and Gas Conservation Commission - legal services for legislation and regulations review. Program code: CV03207751.	0.9	5.0	5.0
5301 Inter-Agency Receipts	FishGm - Department-wide	RSA Fish and Game, Commercial Fisheries Entry Commission - legal services for legislation and regulations. Program code: CV03207751.	0.9	5.0	5.0
5301 Inter-Agency Receipts	Gov - Department-wide	RSA Office of the Governor, Elections - legal services for legislation and regulations. Program code: CV03207751.	12.9	15.0	15.0

Inter-Agency Services (1682)
Department of Law

Component: Legislation/Regulations (2209)

				FY2019 Actuals	FY2020 Management Plan	FY2021 Governor
Component Totals				8.2	8.2	8.2
With Department of Administration				5.3	5.3	5.3
With Department of Law				2.9	2.9	2.9
Object Class	Servicing Agency	Explanation		FY2019 Actuals	FY2020 Management Plan	FY2021 Governor
3017	Inter-Agency Information Technology Non-Telecommunications	Admin - Department-wide	RSA Administration, Office of Information Technology computer services.	4.5	4.5	4.5
3018	Inter-Agency Information Technology Telecommunications	Admin - Department-wide	RSA Administration, Office of Information Technology telecommunications services.	0.3	0.3	0.3
3021	Inter-Agency Mail	Admin - Department-wide	RSA Administration, Central Mail.	0.4	0.4	0.4
3022	Inter-Agency Human Resources	Law - Administrative Services (2164)	RSA Law, Human Resources position.	1.0	1.0	1.0
3027	Inter-Agency Financial	Admin - Department-wide	RSA Administration, Finance Chargeback (IRIS).	0.1	0.1	0.1
3038	Inter-Agency Management/Consulting	Law - Administrative Services (2164)	RSA Law, Information services, project and management support.	1.9	1.9	1.9

Personal Services Expenditure Detail
Department of Law

Scenario: FY2021 Governor (16414)
Component: Legislation/Regulations (2209)
RDU: Civil Division (35)

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
03-0056	Attorney VI	FT	A	XE	Juneau	99	26M / N	12.0		143,578	0	0	67,317	210,895	210,895
03-0139	Attorney V	FT	A	XE	Juneau	99	25Q	12.0		159,733	0	0	71,845	231,578	57,895
03-0146	Associate Attorney II	FT	A	XE	Juneau	N05	19A / B	12.0		69,550	0	0	42,445	111,995	111,995
03-0290	Associate Attorney II	FT	A	XE	Juneau	N05	19L	12.0		88,044	0	0	48,762	136,806	136,806
03-0296	Law Office Assistant I	FT	A	GP	Juneau	205	11B / C	12.0		40,836	548	0	32,740	74,124	29,650
03-0320	Attorney III	FT	A	XE	Juneau	N05	22E / F	12.0		96,203	0	0	51,549	147,752	110,814
03-0381	Attorney V	FT	A	XE	Juneau	99	25O / P	12.0		148,859	0	0	68,797	217,656	163,242

		Total Positions	New	Deleted	Total Salary Costs:	746,803
					Total COLA:	548
Full Time Positions:		7	0	0	Total Premium Pay:	0
Part Time Positions:		0	0	0	Total Benefits:	383,455
Non Permanent Positions:		0	0	0		
Positions in Component:		7	0	0	Total Pre-Vacancy:	1,130,806
					Minus Vacancy Adjustment of 1.22%:	(13,806)
					Total Post-Vacancy:	1,117,000
Total Component Months:		84.0			Plus Lump Sum Premium Pay:	0
					Personal Services Line 100:	1,117,000

PCN Funding Sources:	Pre-Vacancy	Post-Vacancy	Percent
1004 General Fund Receipts	821,296	811,269	72.63%
1007 Interagency Receipts	309,510	305,731	27.37%
Total PCN Funding:	1,130,806	1,117,000	100.00%

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.

CIVIL DIVISION

Legislation/Regulations

