

# **State of Alaska FY2022 Governor's Operating Budget**

## **Department of Administration Labor Relations Component Budget Summary**

## Component: Labor Relations

### Contribution to Department's Mission

To achieve the purposes of the Public Employment Relations Act by acting as the executive branch representative in contract negotiations and contract administration matters.

### Core Services

- Contract Negotiation - Conduct negotiations for the state's 11 bargaining unit contracts and subsequent amendments to the contracts. Staff act as chief spokesperson for the state's bargaining teams and handle all associated logistics. Issue contract interpretive memoranda as needed.
- Contract Administration - Investigate complaints and grievances that reach the Commissioner of Administration level, and represent the state's interests in resolution or adjudication of these disputes. Interpret and apply labor agreements and ensure consistency of application throughout state government.
- Training - Provide training on all new contracts, facilitate training for human resource staff on employment law and on the arbitration process, and provide dispute/complaint handling training for state supervisors.
- Advice and Counsel - Provide expert advice and counsel to supervisors, managers, and policy makers on employee relations issues.

### Major Component Accomplishments in 2020

- Completed negotiations of successor agreements with the Inlandboatmens Union of the Pacific (IBU) (which involved managing the first marine strike in over 40 years, resulting in attaining the same wage terms post-strike that the State offered pre-strike), Alaska Vocational Technical Center Teachers Association (AVTETCA), and the Public Safety Employees Association (PSEA) that involved negotiating two separate contracts for the Department of Public Safety and Department of Transportation and Public Facilities components of the union.
- Implemented and administered successor agreements.
- Led the statewide implementation of a biweekly payroll conversion.
- Handled 254 grievance filings in FY2020.
- Completed 338 Letters of Agreement in FY2020.
- Negotiated 76 Letters of Resolution in FY2020.
- Responded to 19 Pay Increment/Performance Appeals in FY2020.
- Participated in seven mediations.
- Arbitration Record - In FY2020, 8 cases were set for arbitration, 1 case was resolved prior to arbitration, 3 cases were withdrawn, 1 was won by the state, 1 was a split decision for the State, and 1 case was lost. The remaining 1 (LeConte hot water) is pending a decision. For FY2021, Labor Relations currently has 1 case set for arbitration.
- Alaska Labor Relations Agency Representation - Two cases are currently pending before the Alaska Labor Relations Agency. In FY2020, the state won in 2 cases and settled 2 others.

### Key Component Challenges

**Labor Contract Negotiations** – Achieve the Administration's objective of long-term agreements that meet the economic and managerial objectives for remaining units. Finalize contracts with Marine Engineers Beneficial Association (MEBA and Masters, Mates, and Pilots (MMP), in time for submission to the 2021 Alaska State Legislature (COVID-19 delayed these negotiations from last year resulting in a pause since March 2020 in talks). Initiate negotiation of successor agreements with Alaska Public Employees Association-Supervisors Unit (APEA-SU), Labor Trades and Crafts, Local 71 (LTC), Alaska Correctional Officers Association (ACOA), in time for submission to the 2021 Alaska State Legislature.

### Significant Changes in Results to be Delivered in FY2022

**Negotiations** - The state expects to reach agreement with 5 bargaining units for a July 1, 2021 implementation date: Masters, Mates, and Pilots (MMP), Marine Engineer's Beneficial Association (MEBA), Alaska Public Employees

Association-Supervisors Unit (APEA-SU), Labor Trades and Crafts, Local 71 (LTC), Alaska Correctional Officers Association (ACOA).

### **Statutory and Regulatory Authority**

AS 23.40.070-250      Labor Organizations - Public Employment Relations Act  
AS 39.25 et seq.      State Personnel Act

<b>Contact Information</b>
<p><b>Contact:</b> Kate Sheehan, Division Director, Personnel &amp; Labor Relations <b>Phone:</b> (907) 465-4403 <b>E-mail:</b> <a href="mailto:kate.sheehan@alaska.gov">kate.sheehan@alaska.gov</a></p>

Labor Relations Personal Services Information				
Authorized Positions			Personal Services Costs	
	FY2021 Management Plan	FY2022 Governor		
Full-time	7	7	Annual Salaries	769,728
Part-time	0	0	Premium Pay	0
Nonpermanent	0	0	Annual Benefits	411,445
			<i>Less 2.53% Vacancy Factor</i>	(29,873)
			Lump Sum Premium Pay	0
<b>Totals</b>	<b>7</b>	<b>7</b>	<b>Total Personal Services</b>	<b>1,151,300</b>

Position Classification Summary					
Job Class Title	Anchorage	Fairbanks	Juneau	Others	Total
Labor Relations Analyst I	0	0	1	0	1
Labor Relations Analyst II	0	0	3	0	3
Labor Relations Analyst III	0	0	2	0	2
Labor Relations Manager	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**  
**Department of Administration**

**Component:** Labor Relations (58)

Non-Formula Component

**RDU:** Centralized Administrative Services (13)

	FY2020 Actuals	FY2021 Conference Committee	FY2021 Authorized	FY2021 Management Plan	FY2022 Governor	FY2021 Management Plan vs FY2022 Governor	
71000 Personal Services	989.8	1,151.3	1,201.3	1,201.3	1,151.3	-50.0	-4.2%
72000 Travel	11.4	22.8	122.8	122.8	22.8	-100.0	-81.4%
73000 Services	142.1	136.4	436.4	436.4	136.4	-300.0	-68.7%
74000 Commodities	19.3	16.8	16.8	16.8	16.8	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>1,162.6</b>	<b>1,327.3</b>	<b>1,777.3</b>	<b>1,777.3</b>	<b>1,327.3</b>	<b>-450.0</b>	<b>-25.3%</b>
<b>Fund Sources:</b>							
1001 CBR Fund (UGF)	0.0	331.8	331.8	331.8	0.0	-331.8	-100.0%
1004 Gen Fund (UGF)	1,162.6	995.5	1,445.5	1,445.5	1,327.3	-118.2	-8.2%
<b>Unrestricted General (UGF)</b>	<b>1,162.6</b>	<b>1,327.3</b>	<b>1,777.3</b>	<b>1,777.3</b>	<b>1,327.3</b>	<b>-450.0</b>	<b>-25.3%</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**  
**Department of Administration**

**Component:** Labor Relations (58)  
**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	
<b>***** Changes From FY2021 Conference Committee To FY2021 Authorized *****</b>												
<b>Conference Committee</b>												
	ConfCom	1,327.3	1,151.3	22.8	136.4	16.8	0.0	0.0	0.0	7	0	0
1001 CBR Fund		331.8										
1004 Gen Fund		995.5										
<b>Labor Contract Negotiations and Arbitration Sec8 Ch1 FSSLA2019 P59 L10 (HB39) (FY15-FY22)</b>												
	CarryFwd	450.0	50.0	100.0	300.0	0.0	0.0	0.0	0.0	0	0	0
1004 Gen Fund		450.0										
Carry forward the unexpended balance of the appropriation made for labor contract negotiations per the amendment to the appropriation made in Sec8 Ch1 FSSLA2019 P59 L10 (HB39).												
Sec. 8. SUPPLEMENTAL DEPARTMENT OF ADMINISTRATION. Section 10(c), ch. 38, SLA 2015, as amended by sec. 17(a), ch. 2, 4SSLA 2016, and sec. 12, ch. 1, SSSLA 2017, and sec. 10, ch. 19, SLA 2018, is amended to read:												
(c) The sum of \$792,000 is appropriated from the general fund to the Department of Administration, labor relations, for costs related to labor contract negotiations and arbitration support for the fiscal years ending June 30, 2015, June 30, 2016, June 30, 2017, June 30, 2018, June 30, 2019, June 30, 2020, June 30, 2021, and June 30, 2022.												
<b>Subtotal</b>		<b>1,777.3</b>	<b>1,201.3</b>	<b>122.8</b>	<b>436.4</b>	<b>16.8</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>7</b>	<b>0</b>	<b>0</b>
<b>***** Changes From FY2021 Management Plan To FY2022 Governor *****</b>												
<b>Reverse Labor Contract Negotiations and Arbitration Sec8 Ch1 FSSLA2019 P59 L10 (HB39) (FY15-FY22)</b>												
	OTI	-450.0	-50.0	-100.0	-300.0	0.0	0.0	0.0	0.0	0	0	0
1004 Gen Fund		-450.0										
Carry forward the unexpended balance of the appropriation made for labor contract negotiations per the amendment to the appropriation made in Sec8 Ch1 FSSLA2019 P59 L10 (HB39).												
Sec. 8. SUPPLEMENTAL DEPARTMENT OF ADMINISTRATION. Section 10(c), ch. 38, SLA 2015, as amended by sec. 17(a), ch. 2, 4SSLA 2016, and sec. 12, ch. 1, SSSLA 2017, and sec. 10, ch. 19, SLA 2018, is amended to read:												
(c) The sum of \$792,000 is appropriated from the general fund to the Department of Administration, labor relations, for costs related to labor contract negotiations and arbitration support for the fiscal years ending June 30, 2015, June 30, 2016, June 30, 2017, June 30, 2018, June 30, 2019, June 30, 2020, June 30, 2021, and June 30, 2022.												
<b>Fund Source Adjustment of CBRF to UGF</b>												
	FndChg	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0	0	0
1001 CBR Fund		-331.8										
1004 Gen Fund		331.8										

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

**Component:** Labor Relations (58)

**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	
Replace Constitutional Budget Reserve Fund (CBRF) used as a one-time funding mechanism in FY2021.												
	<b>Totals</b>	<b>1,327.3</b>	<b>1,151.3</b>	<b>22.8</b>	<b>136.4</b>	<b>16.8</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)**  
**Department of Administration**  
**Travel**

**Component:** Labor Relations (58)

Line Number	Line Name		FY2020 Actuals	FY2021 Management Plan	FY2022 Governor
2000	Travel		11.4	122.8	22.8
Object Class	Servicing Agency	Explanation	FY2020 Actuals	FY2021 Management Plan	FY2022 Governor
<b>2000 Travel Detail Totals</b>			<b>11.4</b>	<b>122.8</b>	<b>22.8</b>
2000	In-State Employee Travel	Transportation costs for travel relating to administration, training, conventions and meetings, boards and commissions	11.4	122.8	22.8



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

**Component:** Labor Relations (58)

Line Number	Line Name		FY2020 Actuals	FY2021 Management Plan	FY2022 Governor
3000	Services		142.1	436.4	136.4
Object Class	Servicing Agency	Explanation	FY2020 Actuals	FY2021 Management Plan	FY2022 Governor
<b>3000 Services Detail Totals</b>			<b>142.1</b>	<b>436.4</b>	<b>136.4</b>
3000	Education Services	Training, educational conferences, agency memberships, and employee tuition	0.2	0.2	0.2
3002	Legal and Judicial Services	Hearing/mediation services - for arbitration, negotiations, and settlements	28.6	330.2	30.0
3004	Telecommunications	Local, long distance, and cellular telephone charges, television, data/network, telecommunication equipment, and other wireless charges from outside vendors	2.9	3.0	3.0
3008	Utilities	Electricity, heating fuel, water, sewage and disposal services	0.3	0.3	0.3
3009	Structure/Infrastructure/Land	Structure, infrastructure and land repairs, maintenance, rental, and leases	0.7	0.8	0.8
3010	Equipment/Machinery	Machinery, furniture and office equipment purchase, repairs, maintenance, rentals, and leases	1.5	1.5	1.5
3011	Other Services	State travel office booking fees. Includes carryforward of multi-year appropriation for Labor Relations Contracts for Negotiations/Arbitrations/Grievances	0.1	0.2	0.2
3017	Inter-Agency Information Technology Non-Telecommunications	Admin - Alaska Division of IT (3141) OIT Core Services	20.8	21.0	21.0

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

**Component:** Labor Relations (58)

Object Class	Servicing Agency	Explanation	FY2020 Actuals	FY2021 Management Plan	FY2022 Governor
<b>3000 Services Detail Totals</b>			<b>142.1</b>	<b>436.4</b>	<b>136.4</b>
3018	Inter-Agency Information Technology Telecommunications	Admin - Alaska Division of IT (3141) OIT Telecommunications (CISCO device config, deployment, maintenance, replacements, and other telephone line services)	4.8	8.0	8.0
3021	Inter-Agency Mail	Admin - Print Services (2333) Centralized mail services chargeback	0.5	0.5	0.5
3022	Inter-Agency Human Resources	Admin - Personnel (56) Centralized Human Resource chargeback	4.3	4.4	4.6
3023	Inter-Agency Building Leases	Admin - Facilities (2429) Rent for state-owned facilities and lease payments	56.4	43.8	43.8
3026	Inter-Agency Insurance	Admin - Risk Management (71) Division of Risk Management - Risk management insurance charges	0.2	0.3	0.3
3027	Inter-Agency Financial	Admin - Finance (59) Division of Finance Chargeback for IRIS FIN, HRM, and ALDER	0.3	0.3	0.3
3028	Inter-Agency Americans with Disabilities Act Compliance	Admin - Personnel (56) Americans with Disabilities Act (ADA) Chargeback	0.1	0.1	0.1
3038	Inter-Agency Management/Consulting	Admin - Accounting (3134) SSoA Accounts Payable and Travel Chargeback	5.4	5.5	5.5
3038	Inter-Agency Management/Consulting	Admin - Administrative Services (46) Administrative chargeback	8.1	8.7	8.7
3038	Inter-Agency Management/Consulting	Admin - E-Travel (2966) State travel office service fee	0.0	0.0	0.0
3038	Inter-Agency Management/Consulting	Admin - Office of the Commissioner (45) Commissioner's Office chargeback	6.4	6.9	6.9
3038	Inter-Agency Management/Consulting	Admin - Stwd Contracting and Property (3262) SSoA Procurement Chargeback	0.5	0.7	0.7

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

**Component:** Labor Relations (58)

<b>Line Number</b>	<b>Line Name</b>		<b>FY2020 Actuals</b>	<b>FY2021 Management Plan</b>	<b>FY2022 Governor</b>
4000	Commodities		19.3	16.8	16.8
<b>Object Class</b>	<b>Servicing Agency</b>	<b>Explanation</b>	<b>FY2020 Actuals</b>	<b>FY2021 Management Plan</b>	<b>FY2022 Governor</b>
		<b>4000 Commodities Detail Totals</b>	<b>19.3</b>	<b>16.8</b>	<b>16.8</b>
4000	Business	General business supplies such as office consumables, furniture, and computer equipment	19.3	16.8	16.8

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

**Component:** Labor Relations (58)

				FY2020 Actuals	FY2021 Management Plan	FY2022 Governor
<b>Component Totals</b>				<b>107.8</b>	<b>100.2</b>	<b>100.4</b>
With Department of Administration				107.8	100.2	100.4
<b>Object Class</b>	<b>Servicing Agency</b>	<b>Explanation</b>	<b>FY2020 Actuals</b>	<b>FY2021 Management Plan</b>	<b>FY2022 Governor</b>	
3017	Inter-Agency Information Technology Non-Telecommunications	Admin - Alaska Division of IT (3141) OIT Core Services	20.8	21.0	21.0	
3018	Inter-Agency Information Technology Telecommunications	Admin - Alaska Division of IT (3141) OIT Telecommunications (CISCO device config, deployment, maintenance, replacements, and other telephone line services)	4.8	8.0	8.0	
3021	Inter-Agency Mail	Admin - Print Services (2333) Centralized mail services chargeback	0.5	0.5	0.5	
3022	Inter-Agency Human Resources	Admin - Personnel (56) Centralized Human Resource chargeback	4.3	4.4	4.6	
3023	Inter-Agency Building Leases	Admin - Facilities (2429) Rent for state-owned facilities and lease payments	56.4	43.8	43.8	
3026	Inter-Agency Insurance	Admin - Risk Management (71) Division of Risk Management - Risk management insurance charges	0.2	0.3	0.3	
3027	Inter-Agency Financial	Admin - Finance (59) Division of Finance Chargeback for IRIS FIN, HRM, and ALDER	0.3	0.3	0.3	
3028	Inter-Agency Americans with Disabilities Act Compliance	Admin - Personnel (56) Americans with Disabilities Act (ADA) Chargeback	0.1	0.1	0.1	
3038	Inter-Agency Management/Consulting	Admin - Accounting (3134) SSoA Accounts Payable and Travel Chargeback	5.4	5.5	5.5	
3038	Inter-Agency Management/Consulting	Admin - Administrative Services (46) Administrative chargeback	8.1	8.7	8.7	
3038	Inter-Agency Management/Consulting	Admin - Office of the Commissioner (45) Commissioner's Office chargeback	6.4	6.9	6.9	
3038	Inter-Agency Management/Consulting	Admin - Stwd Contracting and Property (3262) SSoA Procurement Chargeback	0.5	0.7	0.7	

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

**Scenario:** FY2022 Governor (17280)  
**Component:** Labor Relations (58)  
**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
02-2001	Division Director - Px	FT	A	XE	Juneau	N05	27L	6.0	*	71,453	0	0	33,923	105,376	105,376
02-2002	Labor Relations Analyst III	FT	A	KK	Juneau	99	22O	9.6		101,916	0	0	50,123	152,039	152,039
02-2040	Labor Relations Manager	FT	A	XE	Juneau	N05	24C / D	12.0		101,800	0	0	53,705	155,505	155,505
02-2096	Labor Relations Analyst II	FT	A	KK	Juneau	205	20A	12.0		76,544	0	0	45,161	121,705	121,705
02-2108	Human Resource Consultant VI	FT	A	KK	Juneau	99	24O	3.0	*	36,456	0	0	17,248	53,704	53,704
02-2134	Labor Relations Analyst III	FT	A	KK	Juneau	205	22J	12.0		107,016	0	0	55,644	162,660	162,660
02-9008	Labor Relations Analyst I	FT	A	KK	Juneau	205	18A / B	12.0		68,916	0	0	42,537	111,453	111,453
02-9013	Labor Relations Analyst II	FT	A	KK	Juneau	205	20M / N	12.0		106,196	0	0	55,362	161,558	161,558
04-1018	Administrative Officer II	FT	A	KK	Juneau	205	19E	3.0	*	20,509	0	0	11,763	32,272	32,272
18-7331	Labor Relations Analyst II	FT	A	KK	Juneau	205	20A / B	12.0		78,922	0	0	45,979	124,901	124,901
													<b>Total Salary Costs:</b>	769,728	
													<b>Total COLA:</b>	0	
													<b>Total Premium Pay:</b>	0	
													<b>Total Benefits:</b>	411,445	
													<b>Total Pre-Vacancy:</b>	1,181,173	
													<b>Minus Vacancy Adjustment of 2.53%:</b>	(29,873)	
													<b>Total Post-Vacancy:</b>	1,151,300	
													<b>Plus Lump Sum Premium Pay:</b>	0	
													<b>Personal Services Line 100:</b>	1,151,300	

PCN Funding Sources:	Pre-Vacancy	Post-Vacancy	Percent
1004 General Fund Receipts	1,181,173	1,151,300	100.00%
<b>Total PCN Funding:</b>	<b>1,181,173</b>	<b>1,151,300</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**  
Labor Relations (58)  
RDU: Centralized Admin Services (13)  
FY2022 Governor's Budget  
Position Totals PFT - 7

