

State of Alaska FY2022 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 2020

- Responded to challenges of COVID-19 by implementing new processes for signing of regulation documents to allow for secure signatures in place of traditional original signatures, and communicated these changes to state agencies.
- Coordinated and drafted legislative bills on behalf of the administration for the 31st legislative session, and provided substantial assistance on legal review and process for bills related to the powers and duration of the public health disaster emergency (HB 241) and for distribution of federal grants to address COVID-19 related business challenges.
- The section handled a number of emergency regulations projects related to COVID-19. 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 provided guidance to the Office of the Governor for regulations review.
- The section drafted approximately 40 bills at the request of the administration.

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 draft legislation for introduction by the Governor.

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 prioritizes 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 FY2022

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
<p>Contact: Susan Pollard, Chief Assistant Attorney General Phone: (907) 465-3600 E-mail: susan.pollard@alaska.gov</p>

Legislation/Regulations Personal Services Information				
Authorized Positions			Personal Services Costs	
	<u>FY2021</u> <u>Management</u> <u>Plan</u>	<u>FY2022</u> <u>Governor</u>		
Full-time	8	8	Annual Salaries	833,284
Part-time	0	0	COLA	1,334
Nonpermanent	0	0	Premium Pay	0
			Annual Benefits	432,400
			<i>Less 2.21% Vacancy Factor</i>	(28,018)
			Lump Sum Premium Pay	0
Totals	8	8	Total Personal Services	1,239,000

Position Classification Summary					
Job Class Title	Anchorage	Fairbanks	Juneau	Others	Total
Associate Attorney II	0	0	2	0	2
Attorney IV	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
Paralegal II	0	0	1	0	1
Totals	0	0	8	0	8

Component Detail All Funds
Department of Law

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

Non-Formula Component

	FY2020 Actuals	FY2021 Conference Committee	FY2021 Authorized	FY2021 Management Plan	FY2022 Governor	FY2021 Management Plan vs FY2022 Governor	
71000 Personal Services	873.1	1,117.7	1,117.7	1,202.7	1,239.0	36.3	3.0%
72000 Travel	3.2	19.5	19.5	19.5	19.5	0.0	0.0%
73000 Services	153.7	152.6	152.6	152.6	117.6	-35.0	-22.9%
74000 Commodities	9.0	21.4	21.4	21.4	21.4	0.0	0.0%
75000 Capital Outlay	2.7	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	1,041.7	1,311.2	1,311.2	1,396.2	1,397.5	1.3	0.1%
Fund Sources:							
1001 CBR Fund (UGF)	0.0	247.4	247.4	247.4	0.0	-247.4	-100.0%
1004 Gen Fund (UGF)	898.5	742.0	742.0	827.0	1,075.4	248.4	30.0%
1007 I/A Rcpts (Other)	143.2	321.8	321.8	321.8	322.1	0.3	0.1%
Unrestricted General (UGF)	898.5	989.4	989.4	1,074.4	1,075.4	1.0	0.1%
Designated General (DGF)	0.0	0.0	0.0	0.0	0.0	0.0	0.0%
Other Funds	143.2	321.8	321.8	321.8	322.1	0.3	0.1%
Federal Funds	0.0	0.0	0.0	0.0	0.0	0.0	0.0%
Positions:							
Permanent Full Time	8	7	7	8	8	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 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 FY2021 Conference Committee To FY2021 Authorized *****												
Conference Committee												
	ConfCom	1,311.2	1,117.7	19.5	152.6	21.4	0.0	0.0	0.0	7	0	0
1001 CBR Fund		247.4										
1004 Gen Fund		742.0										
1007 I/A Rcpts		321.8										
Subtotal		1,311.2	1,117.7	19.5	152.6	21.4	0.0	0.0	0.0	7	0	0
***** Changes From FY2021 Authorized To FY2021 Management Plan *****												
Add Paralegal I/II (03-#023) to Support Legislation and Regulation Work												
	PosAdj	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	1	0	0
Add a full-time flexed Paralegal I/II (03-#023), range 14/16, located in Juneau to provide enhanced support to the legislation and regulation review work of the Civil Division.												
Transfer from Labor and State Affairs to Align with Anticipated Expenditures												
	Trin	85.0	85.0	0.0	0.0	0.0	0.0	0.0	0.0	0	0	0
1004 Gen Fund		85.0										
Transfer authority from Labor and State Affairs to Legislation/Regulations to align with anticipated expenditures required for an adequate level of legal expertise needed within the office. The remaining authority in Labor and State Affairs is sufficient to cover anticipated expenditures.												
Subtotal		1,396.2	1,202.7	19.5	152.6	21.4	0.0	0.0	0.0	8	0	0
***** Changes From FY2021 Management Plan To FY2022 Governor *****												
FY2022 Salary Adjustments												
	SalAdj	1.3	1.3	0.0	0.0	0.0	0.0	0.0	0.0	0	0	0
1004 Gen Fund		1.0										
1007 I/A Rcpts		0.3										
FY2022 1% COLA for ASEA/General Government (GG/GP/GY/GZ): \$1.3												
Fund Source Adjustment of CBRF to UGF												
	FndChg	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0	0	0
1001 CBR Fund		-247.4										
1004 Gen Fund		247.4										
Transfer Authority from Services for Anticipated Personal Service Expenditures												
	LIT	0.0	35.0	0.0	-35.0	0.0	0.0	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		
										PFT	PPT	NP
Transfer authority from the services line to the personal services line for anticipated personal services costs. The remaining services authority is anticipated to be sufficient to cover operating expenditures.												
	Totals	1,397.5	1,239.0	19.5	117.6	21.4	0.0	0.0	0.0	8	0	0

Line Item Detail (1676)
Department of Law
Travel

Component: Legislation/Regulations (2209)

Line Number	Line Name		FY2020 Actuals	FY2021 Management Plan	FY2022 Governor
2000	Travel		3.2	19.5	19.5
Object Class	Servicing Agency	Explanation	FY2020 Actuals	FY2021 Management Plan	FY2022 Governor
2000 Travel Detail Totals			3.2	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.	1.7	16.8	16.8
2006	Other Travel Costs	Travel cost transfers.	1.5	2.7	2.7

Line Item Detail (1676)
Department of Law
Services

Component: Legislation/Regulations (2209)

Line Number	Line Name		FY2020 Actuals	FY2021 Management Plan	FY2022 Governor
3000	Services		153.7	152.6	117.6
Object Class	Servicing Agency	Explanation	FY2020 Actuals	FY2021 Management Plan	FY2022 Governor
3000 Services Detail Totals			153.7	152.6	117.6
3000	Education Services	Conferences, training and memberships.	37.0	37.0	37.0
3011	Other Services	Cost transfers and miscellaneous items within the services line (commissions, etc.).	109.7	106.7	71.7
3017	Inter-Agency Information Technology Non-Telecommunications	Admin - Department-wide RSA Administration, Office of Information Technology computer services.	0.0	4.5	4.5
3017	Inter-Agency Information Technology Non-Telecommunications	Law - Administrative Services (2164) RSA Administration, Office of Information Technology computer services.	4.5	0.0	0.0
3018	Inter-Agency Information Technology Telecommunications	Admin - Department-wide RSA Administration, Office of Information Technology telecommunications services.	0.4	0.4	0.4
3021	Inter-Agency Mail	Admin - Department-wide RSA Administration, Central Mail.	0.3	0.3	0.3
3022	Inter-Agency Human Resources	RSA Law, Human Resources position.	0.7	0.0	0.0
3022	Inter-Agency Human Resources	Law - Administrative Services (2164) RSA Law, Human Resources position.	0.5	1.2	1.2
3027	Inter-Agency Financial	Admin - Department-wide RSA Administration, Finance Chargeback (IRIS).	0.6	0.6	0.6
3038	Inter-Agency Management/Consulting	Law - Administrative Services (2164) RSA Law, Information services, project and management support.	0.0	1.9	1.9

Line Item Detail (1676)

**Department of Law
Commodities**

Component: Legislation/Regulations (2209)

Line Number	Line Name		FY2020 Actuals	FY2021 Management Plan	FY2022 Governor
4000	Commodities		9.0	21.4	21.4
Object Class	Servicing Agency	Explanation	FY2020 Actuals	FY2021 Management Plan	FY2022 Governor
4000 Commodities Detail Totals			9.0	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.	7.8	20.2	20.2

Line Item Detail (1676)
Department of Law
Capital Outlay

Component: Legislation/Regulations (2209)

Line Number	Line Name		FY2020 Actuals	FY2021 Management Plan	FY2022 Governor
5000	Capital Outlay		2.7	0.0	0.0
Object Class	Servicing Agency	Explanation	FY2020 Actuals	FY2021 Management Plan	FY2022 Governor
5000 Capital Outlay Detail Totals			2.7	0.0	0.0
5009	Capital Outlay Transfer	Capital cost transfers.	2.7	0.0	0.0

Revenue Detail (1681)
Department of Law

Component: Legislation/Regulations (2209)

Revenue Type (OMB Fund Code) Revenue Source	Component	Comment	FY2020 Actuals	FY2021 Management Plan	FY2022 Governor
5007 I/A Rcpts (1007 I/A Rcpts)			233.0	321.8	322.1
5301 Inter-Agency Receipts			106.6	0.0	0.0
5301 Inter-Agency Receipts	Admin - Department-wide	RSA Administration, Department-wide - legal services for legislation and regulations review. Program code: CV03207751.	0.0	10.0	10.0
5301 Inter-Agency Receipts	Commerce - Department-wide	RSA Commerce, Department-wide - legal services for legislation and regulations review. Program code: CV03207751.	0.0	50.0	50.0
5301 Inter-Agency Receipts	Correct - Department-wide	RSA Corrections, Department-wide - legal services for legislation and regulations review. Program code: CV03207751.	0.5	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.	13.3	20.0	20.0
5301 Inter-Agency Receipts	EnvCon - Department-wide	RSA Environmental Conservation, Department-wide - legal services for legislation and regulations. Program code: CV03207751.	5.9	50.0	50.0
5301 Inter-Agency Receipts	FishGm - Department-wide	RSA Fish and Game, Department-wide - legal services for legislation and regulations review. Program code: CV03207751.	46.0	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.	0.8	5.0	5.0
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.	40.7	50.0	50.0
5301 Inter-Agency Receipts	Labor - Department-wide	RSA Labor, Department-wide - legal services for legislation and	0.0	10.0	10.0

Revenue Detail (1681)
Department of Law

Component: Legislation/Regulations (2209)

Revenue Type (OMB Fund Code) Revenue Source	Component	Comment	FY2020 Actuals	FY2021 Management Plan	FY2022 Governor
5301 Inter-Agency Receipts	M&VA - Department-wide	regulations review. Program code: CV03207751. RSA Military and Veteran's Affairs, Department-wide - legal services for legislation and regulations. Program code: CV03207751.	0.2	5.0	5.0
5301 Inter-Agency Receipts	NatRes - Department-wide	RSA Natural Resources, Department-wide - legal services for legislation and regulations review. Program code: CV03207751.	6.4	10.0	10.0
5301 Inter-Agency Receipts	PubSaf - Department-wide	RSA Public Safety, Department-wide - legal services for legislation and regulations review. Program code: CV03207751.	7.1	10.0	10.0
5301 Inter-Agency Receipts	Rev - Department-wide	RSA Revenue, Department-wide - legal services for legislation and regulations review. Program code: CV03207751.	0.0	11.8	12.1
5301 Inter-Agency Receipts	Trans - Department-wide	RSA Transportation, Department-wide - legal services for legislation and regulations review. Program code: CV03207751.	5.5	10.0	10.0
5301 Inter-Agency Receipts	Commerce - Department-wide	RSA Commerce, Alaska Oil and Gas Conservation Commission - legal services for legislation and regulations review. Program code: CV03207751.	0.0	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.	0.0	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.	0.0	15.0	15.0

Revenue Detail (1681)
Department of Law

Component: Legislation/Regulations (2209)

Inter-Agency Services (1682)
Department of Law

Component: Legislation/Regulations (2209)

				FY2020 Actuals	FY2021 Management Plan	FY2022 Governor
Component Totals				6.3	8.9	8.9
With Department of Administration				1.3	5.8	5.8
With Department of Law				5.0	3.1	3.1
Object Class	Servicing Agency	Explanation		FY2020 Actuals	FY2021 Management Plan	FY2022 Governor
3017	Inter-Agency Information Technology Non-Telecommunications	Admin - Department-wide	RSA Administration, Office of Information Technology computer services.	0.0	4.5	4.5
3017	Inter-Agency Information Technology Non-Telecommunications	Law - Administrative Services (2164)	RSA Administration, Office of Information Technology computer services.	4.5	0.0	0.0
3018	Inter-Agency Information Technology Telecommunications	Admin - Department-wide	RSA Administration, Office of Information Technology telecommunications services.	0.4	0.4	0.4
3021	Inter-Agency Mail	Admin - Department-wide	RSA Administration, Central Mail.	0.3	0.3	0.3
3022	Inter-Agency Human Resources	Law - Administrative Services (2164)	RSA Law, Human Resources position.	0.5	1.2	1.2
3027	Inter-Agency Financial	Admin - Department-wide	RSA Administration, Finance Chargeback (IRIS).	0.6	0.6	0.6
3038	Inter-Agency Management/Consulting	Law - Administrative Services (2164)	RSA Law, Information services, project and management support.	0.0	1.9	1.9

Personal Services Expenditure Detail
Department of Law

Scenario: FY2022 Governor (17280)
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	N05	26N / O	12.0		146,809	0	0	68,590	215,399	215,399
03-0139	Attorney V	FT	A	XE	Juneau	99	25Q	12.0		159,733	0	0	72,213	231,946	69,584
03-0146	Associate Attorney II	FT	A	XE	Juneau	N05	19B / C	12.0		71,731	0	0	43,190	114,921	114,921
03-0290	Associate Attorney II	FT	A	XE	Juneau	N05	19L / M	12.0		90,192	0	0	49,496	139,688	139,688
03-0296	Law Office Assistant I	FT	A	GP	Juneau	205	11D / E	12.0		43,441	583	0	33,630	77,654	31,062
03-0320	Attorney IV	FT	A	XE	Juneau	N05	24F	12.0		111,774	0	0	56,868	168,642	126,482
03-0381	Attorney V	FT	A	XE	Juneau	99	25P / Q	12.0		153,632	0	0	70,503	224,135	168,101
03-0429	Paralegal II	FT	A	GP	Juneau	205	16A / B	12.0		55,972	751	0	37,910	94,633	94,633

	Total Positions	New	Deleted
Full Time Positions:	8	0	0
Part Time Positions:	0	0	0
Non Permanent Positions:	0	0	0
Positions in Component:	8	0	0

Total Component Months: 96.0

Total Salary Costs:	833,284
Total COLA:	1,334
Total Premium Pay:	0
Total Benefits:	432,400
Total Pre-Vacancy:	1,267,018
Minus Vacancy Adjustment of 2.21%:	(28,018)
Total Post-Vacancy:	1,239,000
Plus Lump Sum Premium Pay:	0
Personal Services Line 100:	1,239,000

PCN Funding Sources:	Pre-Vacancy	Post-Vacancy	Percent
1004 General Fund Receipts	959,869	938,643	75.76%
1007 Interagency Receipts	307,149	300,357	24.24%
Total PCN Funding:	1,267,018	1,239,000	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

