

State of Alaska FY2023 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 branch departments, boards and commissions, and public corporations to assure compliance with legal standards for legislation and regulations. The section advises 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. The section also provides legal research services within the Department of Law and to state agencies.

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.
- Act as the main point of contact and coordinate responses for many Governors' office legal inquiries.
- Provide legal research services to the Department of Law and executive branch agencies.

Major Component Accomplishments in 2021

- Completed a comprehensive update and re-write of the Drafting Manual for Administrative Regulations.
- Provided training to Department of Law attorneys and state agency regulations contacts on legislative and regulation drafting.
- Coordinated and drafted legislative bills on behalf of the administration for the first year of the 32nd legislative session, including four special sessions.
- The section drafted approximately 101 bills at the request of the administration.
- The section updated its electronic document management system and all of its internal processes to provide for increased efficiency and streamlining of functions.

Key Component Challenges

The section assists executive agencies with legislation and regulations designed to increase efficient operation of state agencies and decrease costs of programs. For legislation, the section continues to draft legislation for introduction by the Governor.

The number of regulation projects continues to increase, consistently challenging 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. The section anticipates its role in advising on regulations process matters will continue to grow.

Whenever major program and policy changes are implemented, the section strives to meet the increased need for assistance by working with client agencies to provide timely changes to statutes, regulations, or a combination of both.

Significant Changes in Results to be Delivered in FY2023

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>FY2022</u> <u>Management</u> <u>Plan</u>	<u>FY2023</u> <u>Governor</u>		
Full-time	10	10	Annual Salaries	997,826
Part-time	0	0	Premium Pay	0
Nonpermanent	0	0	Annual Benefits	569,850
			<i>Less 0.81% Vacancy Factor</i>	(12,776)
			Lump Sum Premium Pay	0
Totals	10	10	Total Personal Services	1,554,900

Position Classification Summary					
Job Class Title	Anchorage	Fairbanks	Juneau	Others	Total
Associate Attorney 2	0	0	2	0	2
Attorney 3	1	0	0	0	1
Attorney 4	1	0	0	0	1
Attorney 5	1	0	2	0	3
Attorney 6	0	0	1	0	1
Law Office Assistant 1	0	0	1	0	1
Paralegal 2	0	0	1	0	1
Totals	3	0	7	0	10

Component Detail All Funds
Department of Law

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

Non-Formula Component

	FY2021 Actuals	FY2022 Conference Committee	FY2022 Authorized	FY2022 Management Plan	FY2023 Governor	FY2022 Management Plan vs FY2023 Governor	
71000 Personal Services	946.4	1,305.2	1,305.2	1,592.7	1,554.9	-37.8	-2.4%
72000 Travel	1.7	19.5	19.5	19.5	19.5	0.0	0.0%
73000 Services	174.8	117.6	117.6	117.6	117.6	0.0	0.0%
74000 Commodities	10.4	21.4	21.4	21.4	21.4	0.0	0.0%
75000 Capital Outlay	3.1	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	1,136.4	1,463.7	1,463.7	1,751.2	1,713.4	-37.8	-2.2%
Fund Sources:							
1004 Gen Fund (UGF)	912.9	1,141.6	1,141.6	1,329.3	1,287.6	-41.7	-3.1%
1007 I/A Rcpts (Other)	223.5	322.1	322.1	421.9	425.8	3.9	0.9%
Unrestricted General (UGF)	912.9	1,141.6	1,141.6	1,329.3	1,287.6	-41.7	-3.1%
Designated General (DGF)	0.0	0.0	0.0	0.0	0.0	0.0	0.0%
Other Funds	223.5	322.1	322.1	421.9	425.8	3.9	0.9%
Federal Funds	0.0	0.0	0.0	0.0	0.0	0.0	0.0%
Positions:							
Permanent Full Time	8	8	8	10	10	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 (Excludes Janus) (35)

Scenario/Change Record Title	Trans Type	Totals	Personal Services	Travel	Services	Commodities	Capital Outlay	Grants, Benefits	Miscellaneous	Positions		NP
										PFT	PPT	
***** Changes From FY2022 Conference Committee To FY2022 Authorized *****												
FY2022 Conference Committee												
	ConfCom	1,463.7	1,305.2	19.5	117.6	21.4	0.0	0.0	0.0	8	0	0
1004 Gen Fund		1,141.6										
1007 I/A Rcpts		322.1										
Subtotal		1,463.7	1,305.2	19.5	117.6	21.4	0.0	0.0	0.0	8	0	0
***** Changes From FY2022 Authorized To FY2022 Management Plan *****												
Transfer Attorney 4 (03-0410) from Special Litigation for Required Legal Expertise												
	Trin	146.4	146.4	0.0	0.0	0.0	0.0	0.0	0.0	1	0	0
1004 Gen Fund		117.1										
1007 I/A Rcpts		29.3										
Transfer one full-time Attorney 4 position (03-0410), range 24, located in Anchorage, from the Special Litigation component to the Legislation/Regulations component to keep pace with the required level of legal expertise needed within the office. The remaining staff in Special Litigation are sufficient to accommodate anticipated workload.												
Transfer Attorney 3 (03-0243) from Labor and State Affairs for Required Legal Expertise												
	Trin	141.1	141.1	0.0	0.0	0.0	0.0	0.0	0.0	1	0	0
1004 Gen Fund		70.6										
1007 I/A Rcpts		70.5										
Transfer one full-time Attorney 3 position (03-0243), range 22, located in Anchorage, from the Labor and State Affairs component to the Legislation/Regulations component to keep pace with the required level of legal expertise needed within the office. The remaining staff in Labor and State Affairs are sufficient to accommodate anticipated workload.												
Subtotal		1,751.2	1,592.7	19.5	117.6	21.4	0.0	0.0	0.0	10	0	0
***** Changes From FY2022 Management Plan To FY2023 Governor *****												
FY2023 Executive Health Insurance, SBS, and Risk Management Rate Changes												
	SalAdj	15.6	15.6	0.0	0.0	0.0	0.0	0.0	0.0	0	0	0
1004 Gen Fund		11.8										
1007 I/A Rcpts		3.8										
FY2023 Change Partially Exempt & Exempt Executive (EE) - Health Insurance from \$1,555 to \$1,685; SBS and Risk Management Rates: \$15.6												
FY2023 General Government Unit SBS and Risk Management Rate Changes												
	SalAdj	0.3	0.3	0.0	0.0	0.0	0.0	0.0	0.0	0	0	0
1004 Gen Fund		0.2										
1007 I/A Rcpts		0.1										

Change Record Detail - Multiple Scenarios with Descriptions
Department of Law

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

Scenario/Change Record Title	Trans Type	Totals	Personal Services	Travel	Services	Commodities	Capital Outlay	Grants, Benefits	Miscellaneous	Positions		NP
										PFT	PPT	
FY2023 Change General Government Unit (GG, GP, GY, GZ) - SBS, and Risk Management Rates: \$0.3												
FY2023 PERS Actuarial Rate Adjustment to 24.79% Ch9 SLA2021 (SB55)												
	SalAdj	-53.7	-53.7	0.0	0.0	0.0	0.0	0.0	0.0	0	0	0
1004 Gen Fund		-39.7										
1007 I/A Rcpts		-14.0										
Includes: FY2023 Adjustment for PERS ARM Board Approved Rate of 24.79% (from 30.11%): \$-53.7												
Realign PERS Rate Adjustment by Fund Source Ch9 SLA2021 (SB55)												
	FndChg	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0	0	0
1004 Gen Fund		-14.0										
1007 I/A Rcpts		14.0										
Remove one-time UGF subsidy for rate agency assigned in SB55 fiscal note (Ch 9 SLA 2021).												
Totals		1,713.4	1,554.9	19.5	117.6	21.4	0.0	0.0	0.0	10	0	0

Line Item Detail (1676)
Department of Law
Travel

Component: Legislation/Regulations (2209)

Line Number	Line Name		FY2021 Actuals	FY2022 Management Plan	FY2023 Governor
2000	Travel		1.7	19.5	19.5
Object Class	Servicing Agency	Explanation	FY2021 Actuals	FY2022 Management Plan	FY2023 Governor
2000 Travel Detail Totals			1.7	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.	0.0	16.8	16.8
2006	Other Travel Costs	Travel cost transfers.	1.7	2.7	2.7

Line Item Detail (1676)
Department of Law
Services

Component: Legislation/Regulations (2209)

Line Number	Line Name		FY2021 Actuals	FY2022 Management Plan	FY2023 Governor
3000	Services		174.8	117.6	117.6
Object Class	Servicing Agency	Explanation	FY2021 Actuals	FY2022 Management Plan	FY2023 Governor
3000 Services Detail Totals			174.8	117.6	117.6
3000	Education Services	Conferences, training and memberships.	39.9	40.0	40.0
3002	Legal and Judicial Services	Depositions, research costs, expert witness and consultant fees.	3.5	3.5	3.5
3011	Other Services	Cost transfers and miscellaneous items within the services line (commissions, etc.).	125.1	67.8	67.8
3013	Inter-Agency Data Processing Operations Allocation	Law - Administrative Services (2164) RSA Law, Information services, data processing investments and support.	0.4	0.4	0.4
3017	Inter-Agency Information Technology Non-Telecommunications	Admin - Department-wide RSA Administration, Office of Information Technology computer services.	4.0	4.0	4.0
3018	Inter-Agency Information Technology Telecommunications	Admin - Department-wide RSA Administration, Office of Information Technology telecommunications services.	0.5	0.5	0.5
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.	0.9	0.9	0.9
3026	Inter-Agency Insurance	RSA Administration, Risk Management.	0.1	0.1	0.1
3027	Inter-Agency Financial	Admin - Department-wide RSA Administration, Finance Chargeback (IRIS).	0.1	0.1	0.1

Line Item Detail (1676)
Department of Law
Commodities

Component: Legislation/Regulations (2209)

Line Number	Line Name		FY2021 Actuals	FY2022 Management Plan	FY2023 Governor
4000	Commodities		10.4	21.4	21.4
Object Class	Servicing Agency	Explanation	FY2021 Actuals	FY2022 Management Plan	FY2023 Governor
4000 Commodities Detail Totals			10.4	21.4	21.4
4000	Business	Reference materials and subscriptions, including statutes, software applications, non-capital desktop refresh, and miscellaneous office supplies.	1.4	1.4	1.4
4022	Commodity Transfer	Commodity cost transfers.	9.0	20.0	20.0

Line Item Detail (1676)
Department of Law
Capital Outlay

Component: Legislation/Regulations (2209)

Line Number	Line Name		FY2021 Actuals	FY2022 Management Plan	FY2023 Governor
5000	Capital Outlay		3.1	0.0	0.0
Object Class	Servicing Agency	Explanation	FY2021 Actuals	FY2022 Management Plan	FY2023 Governor
5000 Capital Outlay Detail Totals			3.1	0.0	0.0
5009	Capital Outlay Transfer	Capital cost transfers.	3.1	0.0	0.0

Revenue Detail (1681)
Department of Law

Component: Legislation/Regulations (2209)

Revenue Type (OMB Fund Code) Revenue Source	Component	Comment	FY2021 Actuals	FY2022 Management Plan	FY2023 Governor
5007 I/A Rcpts (1007 I/A Rcpts)			223.5	421.9	425.8
5301 Inter-Agency Receipts	Admin - Department-wide	RSA Administration, Department-wide - legal services for legislation and regulations review. Program code: CV03207751.	4.9	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.	61.9	100.0	100.0
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.	10.5	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.	34.2	70.0	70.0
5301 Inter-Agency Receipts	FishGm - Department-wide	RSA Fish and Game, Department-wide - legal services for legislation and regulations review. Program code: CV03207751.	37.7	70.0	70.0
5301 Inter-Agency Receipts	Health - Department-wide	RSA Health and Social Services, Department-wide - legal services for legislation and regulations review. Program code: CV03207751.	34.2	50.0	50.0
5301 Inter-Agency Receipts	Labor - Department-wide	RSA Labor, Department-wide - legal services for legislation and regulations review. Program code: CV03207751.	5.6	10.0	10.0
5301 Inter-Agency Receipts	M&VA - Department-wide	RSA Military and Veteran's Affairs, Department-wide - legal services for legislation and regulations. Program	0.2	5.0	5.0

Revenue Detail (1681)
Department of Law

Component: Legislation/Regulations (2209)

Revenue Type (OMB Fund Code) Revenue Source	Component	Comment	FY2021 Actuals	FY2022 Management Plan	FY2023 Governor
5301 Inter-Agency Receipts	NatRes - Department-wide	code: CV03207751. RSA Natural Resources, Department-wide - legal services for legislation and regulations review. Program code: CV03207751.	10.0	20.0	20.0
5301 Inter-Agency Receipts	PubSaf - Department-wide	RSA Public Safety, Department-wide - legal services for legislation and regulations review. Program code: CV03207751.	7.5	15.0	15.0
5301 Inter-Agency Receipts	Rev - Department-wide	RSA Revenue, Department-wide - legal services for legislation and regulations review. Program code: CV03207751.	8.7	15.0	15.0
5301 Inter-Agency Receipts	Trans - Department-wide	RSA Transportation, Department-wide - legal services for legislation and regulations review. Program code: CV03207751.	5.1	10.0	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.	0.6	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.	1.0	5.9	5.8
5301 Inter-Agency Receipts	Gov - Department-wide	RSA Office of the Governor, Elections - legal services for legislation and regulations. Program code: CV03207751.	0.9	11.0	15.0

Inter-Agency Services (1682)
Department of Law

Component: Legislation/Regulations (2209)

				FY2021 Actuals	FY2022 Management Plan	FY2023 Governor
Component Totals				6.2	6.2	6.2
With Department of Law				1.3	1.3	1.3
With Department of Administration				4.9	4.9	4.9
Object Class	Servicing Agency	Explanation		FY2021 Actuals	FY2022 Management Plan	FY2023 Governor
3013	Inter-Agency Data Processing Operations Allocation	Law - Administrative Services (2164)	RSA Law, Information services, data processing investments and support.	0.4	0.4	0.4
3017	Inter-Agency Information Technology Non-Telecommunications	Admin - Department-wide	RSA Administration, Office of Information Technology computer services.	4.0	4.0	4.0
3018	Inter-Agency Information Technology Telecommunications	Admin - Department-wide	RSA Administration, Office of Information Technology telecommunications services.	0.5	0.5	0.5
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.	0.9	0.9	0.9
3027	Inter-Agency Financial	Admin - Department-wide	RSA Administration, Finance Chargeback (IRIS).	0.1	0.1	0.1

Personal Services Expenditure Detail
Department of Law

Scenario: FY2023 Governor (18673)
Component: Legislation/Regulations (2209)
RDU: Civil Division (Excludes Janus) (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 6	FT	A	XE	Juneau	N05	26O	12.0		150,774	0	0	76,121	226,895	226,895
03-0139	Attorney 5	FT	A	XE	Juneau	99	25Q / R	12.0		160,598	0	0	79,176	239,774	71,932
03-0146	Associate Attorney 2	FT	A	XE	Juneau	N05	19C / D	12.0		74,383	0	0	47,930	122,313	122,313
03-0243	Attorney 3	FT	A	XE	Anchorage	N00	22D / E	12.0		88,943	0	0	53,351	142,294	71,147
03-0290	Associate Attorney 2	FT	A	XE	Juneau	N05	19M	12.0		90,909	0	0	54,083	144,992	144,992
03-0296	Law Office Assistant 1	FT	A	GP	Juneau	205	11C / D	12.0		42,115	0	0	34,461	76,576	30,630
03-0320	Attorney 4	FT	A	XE	Anchorage	N00	24C / D	12.0		97,861	0	0	56,671	154,532	115,899
03-0381	Attorney 5	FT	A	XE	Juneau	N05	25F	12.0		120,140	0	0	64,965	185,105	138,829
03-0410	Attorney 5	FT	A	XE	Anchorage	N00	25F	12.0		114,426	0	0	62,838	177,264	141,811
03-0429	Paralegal 2	FT	A	GP	Juneau	205	16B / C	12.0		57,677	0	0	40,254	97,931	97,931
													Total Salary Costs:	997,826	
													Total COLA:	0	
													Total Premium Pay:	0	
													Total Benefits:	569,850	
													Total Pre-Vacancy:	1,567,676	
													Minus Vacancy Adjustment of 0.81%:	(12,776)	
													Total Post-Vacancy:	1,554,900	
													Plus Lump Sum Premium Pay:	0	
													Personal Services Line 100:	1,554,900	

PCN Funding Sources:	Pre-Vacancy	Post-Vacancy	Percent
1004 General Fund Receipts	1,162,380	1,152,907	74.15%
1007 Interagency Receipts	405,296	401,993	25.85%
Total PCN Funding:	1,567,676	1,554,900	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

