



# ALASKA STATE LEGISLATURE LEGISLATIVE COUNCIL

**CHAIR:**

Sen. Gary Stevens

**VICE CHAIR:**

Rep. Louise Stutes

**SENATE MEMBERS:**

President Cathy Giessel  
Sen. Bert Stedman  
Sen. Natasha von Imhof  
Sen. Mia Costello  
Sen. John Coghill  
Sen. Lyman Hoffman

**HOUSE MEMBERS:**

Speaker Bryce Edgmon  
Rep. Neal Foster  
Rep. Chuck Kopp  
Rep. Jennifer Johnston  
Rep. Steve Thompson  
Rep. Delena Johnson

**COMMITTEE CONTACT:****Session/Interim:**

State Capitol, Room 429  
Juneau, AK 99801-1182  
(907) 465-4925

**Committee Aide:**

Katrina Matheny  
(907) 465-4713

## *AGENDA*

**Date: August 21, 2019**

**Time: 11:00 AM**

**Location: Anchorage LIO Large Conference Room**

- I. Call to Order
- II. Approval of Minutes
  - a. June 13, 2019
- III. Committee Business
  - a. Amendment to Wells Fargo Lease
  - b. Change to the Leg. Council Moving & Travel Policy
  - c. Addition of a Leg. Council ID Badge Policy
  - d. Update on Egan Bust
- IV. Executive Session –
  - a. Education Litigation Update
  - b. Transfer of Funds to the Redistricting Planning Committee
- V. Adjourn

**ALASKA STATE LEGISLATURE  
LEGISLATIVE COUNCIL**

**JUNE 13, 2019  
3:00PM**

**MEMBERS PRESENT**

Senator Gary Stevens, Chair  
Representative Louise Stutes, Vice Chair  
Senator John Coghill  
Senator Mia Costello  
Senator Cathy Giessel  
Senator Lyman Hoffman  
Senator Bert Stedman  
Senator Natasha von Imhof  
Representative Bryce Edgmon  
Representative Neal Foster  
Representative DeLena Johnson  
Representative Chuck Kopp  
Representative Steve Thompson  
Representative Tammie Wilson

**MEMBERS ABSENT**

**OTHER MEMBERS PRESENT**

Senators Begich, Birch, Gray-Jackson, Kiehl, Wilson;  
Representatives Drummond, Hannan, Hopkins, Knopp, LeBon,  
Merrick, Spohnholz

**AGENDA**

COMMITTEE BUSINESS - EXECUTIVE SESSION

- a. EDUCATION FUNDING LAWSUIT APPROVAL
- b. SPECIAL SESSION PER DIEM APPROVAL

**SPEAKER REGISTER**

Megan Wallace, Director, Legal Services, Legislative Affairs  
Agency

3:00:44 PM

**I. CALL TO ORDER**

CHAIR STEVENS called the Legislative Council meeting to order at 3:00pm in the Senate Finance Committee Room. Present at the call were: Senators Coghill, Costello, Giessel, Hoffman, Stedman, Stevens, von Imhof; Representatives Edgmon, Foster, Johnson, Kopp, Stutes, Thompson, Wilson.

14 members present.

**II. COMMITTEE BUSINESS - EXECUTIVE SESSION**

3:01:47 PM

VICE-CHAIR STUTES moved and asked unanimous consent that Legislative Council go into Executive Session under Uniform Rule 22(B)(1), discussion of matters, the immediate knowledge of which would adversely affect the finances of a government unit and 22(B)(3), discussion of a matter that may, by law, be required to be confidential. The following individuals should please remain in the room: Jessica Geary; Megan Wallace; Emily Nauman; and any legislative staff working for Council members. We also welcome any Legislators who are not on Legislative Council to remain in the room.

CHAIR STEVENS asked if there was objection to the motion. Hearing none, Council will go into Executive Session. Please note, no action will be taken in Executive Session, which may take approximately thirty minutes.

3:02:50 PM

Council went into Executive Session.

4:00:00 PM

Council came out of Executive Session.

**a. EDUCATION FUNDING LAWSUIT APPROVAL**

4:00:10 PM

VICE-CHAIR STUTES moved that Legislative Council utilize the services provided by Legal Services to undertake litigation on behalf of Legislative Council regarding the forward funding of education for the 2020 fiscal year and that Legislative Council authorize the Chair to give direction to Legal Services regarding the litigation.

**-DRAFT-**

CHAIR STEVENS objected for purposes of discussion and asked Megan Wallace to give a brief explanation.

MEGAN WALLACE, Director, Legal Services, said if this motion were to pass, the Legislature, through passage of HB 287 appropriated the full funding for state aid, transportation, and thirty million dollars of one time funding for the 2020 fiscal year. As of now, the Administration has taken a position that that was not a valid appropriation, despite it being enacted into law, and that they intend to withhold disbursement of those funds to school districts. If in the event that the money is not disbursed by mid-July, as is required by statute, with passage of this motion, Legal Services will be prepared to undertake and file whatever pleadings are necessary to commence a lawsuit and seek relief from the court that those funds be disbursed to school districts as intended by the Legislature.

CHAIR STEVENS asked if there was discussion. Seeing none, he removed his objection and requested a roll call vote.

A roll call vote was taken.

YEAS: Senators Coghill, Costello, Giessel, Hoffman, Stedman, Stevens, von Imhof; Representatives Edgmon, Foster, Johnson, Kopp, Stutes, Thompson, Wilson.

NAYS: None

The motion passed 14-0.

#### **b. SPECIAL SESSION PER DIEM APPROVAL**

4:02:58 PM

VICE-CHAIR STUTES moved that Legislative Council authorize Special Session Per Diem payments, retroactive to May 16, 2019, for the days in which members were physically present in Juneau for the First Special Session of the Thirty-First Alaska State Legislature.

CHAIR STEVENS objected for purposes of discussion and asked Megan Wallace again to give a brief explanation.

MEGAN WALLACE, Director, Legal Services, said with respect to this motion, AS 24.10.130(b) provides that a member of the Legislature is not entitled to daily per diem after the 121<sup>st</sup> day of a legislative session, until the first day in which the Legislature passes a fully funded operating budget. While this

**-DRAFT-**

language prevents a member of the Legislature from receiving per diem in between the 121<sup>st</sup> day and the day in which the Legislature passes a fully funded operating budget, this language does not prevent this body from taking action to provide retroactive payments as the language states that per diem is not to be paid until after the budget is passed. So now that the budget is passed, with this motion, retroactive per diem, in my opinion, would be permissible.

CHAIR STEVENS asked if there was discussion.

REPRESENTATIVE WILSON said she cannot support this motion because she voted on this and knows what she believes was the intent of the legislation. She understands it may be somewhat ambiguous and people have expenses, but it was not ambiguous in her mind.

SENATOR STEDMAN said he will support this motion. He understands the issue of stopping per diem to encourage the conclusion of the operating budget after the regular session of 121 days. He also understands no per diem being paid until an operating budget is passed by both bodies and the conference committee report signed. His concern is this will turn into another political weapon or leverage within the building and would encourage members to not support an operating budget, force a special session, and then squeeze particular political opponents who may be financially strained while in Juneau.

The Senator continued that the Legislature now has some younger members with families, so there are people from all walks of life and different financial means available. He said he does not want to restrict membership of the Legislature to retired, financially set Alaskans—it should be available for all Alaskans. Legislators should be able to come to Juneau and have the ability to maintain a reasonable and average lifestyle.

He said he supports this retroactive clause. Those who do not want to claim it, for whatever reason, do not have to since it is optional. Members can just claim certain days, since when traveling back home to district, they must still maintain Juneau housing costs. He restated his support of this retroactive clause and leaves it to individual Legislators to submit claims or not. If constituents do not agree, they have an opportunity every two years to change every member of the House and every four years to change every member of the Senate.

**-DRAFT-**

CHAIR STEVENS asked if there was further discussion. Seeing none, he removed his objection and requested a roll call vote.

A roll call vote was taken.

YEAS: Senators Coghill, Costello, Giessel, Hoffman, Stedman, Stevens, von Imhof; Representatives Edgmon, Foster, Kopp, Stutes, Thompson.

NAYS: Johnson, Wilson

The motion passed 12-2.

CHAIR STEVENS asked members to return the confidential documents to Ms. Matheny.

### **III. ADJOURN**

CHAIR STEVENS said if there is nothing further to come before the Council, we are adjourned.

4:09:27 PM

# LEGAL SERVICES

DIVISION OF LEGAL AND RESEARCH SERVICES  
LEGISLATIVE AFFAIRS AGENCY  
STATE OF ALASKA

(907) 465-2450  
LAA.Legal@akleg.gov  
120 4th Street, Room 3

State Capitol  
Juneau, Alaska 99801-1182  
Deliveries to: 129 6th St., Rm. 329

## MEMORANDUM

August 15, 2019

**SUBJECT:** Wells Fargo Lease Amendment: Parking Lot Sale

**TO:** Jessica Geary  
Executive Director  
Legislative Affairs Agency

**FROM:** Emily Nauman  
Deputy Director



You asked for a brief explanation of Amendment No. 2 to the lease between Legislative Council and Wells Fargo Bank. Amendment No. 2 was drafted by our office in preparation for the sale of the satellite parking area. The lease currently allows the tenant (Wells Fargo) to use the satellite parking area. Amendment No. 2 removes references to the satellite parking area from the lease and states that the tenant may not use the satellite parking area once the amendment takes effect.

The amendment also contains other language stating that the amendment will not generate a commission or finder's fee, that the amendment may be agreed to by signatures on different copies of the document, and that the amendment is the final agreement between the parties, and no other written or verbal agreements preceding the amendment, related to the amendment, will be binding. The amendment makes no other changes to the lease.

In our office's opinion, no other changes to the lease are necessary in order to complete a sale of the satellite parking area.

If I may be of further assistance, please advise.

ELN:kwg  
19-298.kwg

## **AMENDMENT NO. 2 OF LEASE**

**THIS AMENDMENT NO. 2 OF LEASE** ("Amendment"), made and entered into the date the Legislative Affairs Agency Executive Director or her designee signs this Amendment No. 2 of Lease, by and between STATE OF ALASKA, LEGISLATIVE COUNCIL, whose address is State Capitol, Room 3, Juneau, Alaska 99801-2918, hereinafter referred to as the "Lessor", and WELLS FARGO BANK, N.A., a national banking association, whose address is 1525 West W.T. Harris Blvd., Charlotte, North Carolina 28262, hereinafter referred to as "Tenant," hereby amends the Lease between Lessor and Tenant dated September 15, 2016 and amended and extended September 8, 2017 ("Lease").

### **W I T N E S S E T H**

**WHEREAS** Lessor and Tenant are parties to the Lease for the premises consisting of approximately 52,214 square feet located at 1500 West Benson Boulevard, Anchorage, Alaska, as more fully described in the Lease;

**WHEREAS** section 2.5(d) (Satellite Parking Area) of the Lease describes a satellite parking area and permits the Tenant to use the satellite parking area;

**WHEREAS** Exhibit D (Parking Diagram) of the Lease sets out the location and area of the satellite parking area;

**WHEREAS** the Lessor intends to sell the satellite parking area;

### **NOW, THEREFORE, LESSOR AND TENANT AGREE AS FOLLOWS:**

1. Section 2.5(d) (Satellite Parking Area) of the Lease is removed from the Lease.
2. Exhibit D (Parking Diagram) of the Lease is amended to remove references to the satellite parking area.
3. Tenant understands that Lessor intends to sell the satellite parking area and that the satellite parking area will no longer be available for the Tenant's use after the date the Legislative Affairs Agency Executive Director or her designee signs this Amendment.

4. All other provisions of the Lease, as amended and extended, will remain the same, including but not limited to Tenant's other existing parking rights under the Lease.

5. Each party represents to the other that it has had no dealings with any real estate broker, agent, or finder in connection with the negotiation of this Amendment and that it knows of no real estate broker or agent entitled to any commission or finder's fee in connection with this Amendment.

6. The parties may execute this Amendment in multiple counterparts, each of which constitutes an original, and all of which, collectively, constitute only one agreement. The signatures of all of the parties need not appear on the same counterpart, and delivery of an executed counterpart signature page by facsimile (e.g., Telecopier, scanned PDF by email, etc.) is as effective as executing and delivering this Amendment in the presence of the other parties to this Amendment. In proving this Amendment, a party must produce or account only for the executed counterpart of the party to be charged. Any party delivering an executed counterpart of this Amendment by facsimile also shall deliver a manually executed counterpart of this Amendment, but the failure to do so does not affect the validity, enforceability, or binding effect of this Amendment.

7. This amendment constitutes the final agreement between the parties with respect to this Amendment. It is the complete and exclusive expression of the parties' agreement on the matters contained in this Amendment. All prior and contemporaneous negotiations and agreements between the parties on the matters contained in this Amendment are expressly merged into and superseded by this Amendment. The provisions of this Amendment may not be explained, supplemented, or qualified through evidence of trade usage or a prior course of dealings. In entering into this Amendment, the parties have not relied upon any statement, representation, warranty, or agreement of the other party except for those expressly contained in this Amendment and in the lease. There is no condition precedent to the effectiveness of this amendment other than those expressly stated in this Amendment.

**AUTHORIZATION:** Execution of this amendment was authorized by a majority of the members of the Alaska Legislative Council at a meeting on XXXX, 2019. Each party represents to the other that this Amendment has been duly authorized, executed, and delivered by and on behalf of such party and constitutes the valid, binding, and enforceable agreement of such party in accordance with the terms of this Amendment. In addition, Lessor represents to Tenant that no consent of any third party (e.g., any lender) is required for Lessor to execute this Amendment.

**IN WITNESS WHEREOF**, the parties have executed this Amendment No. 2 of Lease on the dates indicated below:

LESSOR:  
STATE OF ALASKA  
LEGISLATIVE AFFAIRS AGENCY

\_\_\_\_\_  
Senator Gary Stevens      Date  
Chair  
Alaska Legislative Council  
Procurement Officer

CERTIFYING AUTHORITY:

\_\_\_\_\_  
Jessica Geary      Date  
Executive Director  
Legislative Affairs Agency

TENANT:  
WELLS FARGO BANK, N.A.,  
a national banking association

By: \_\_\_\_\_  
Printed Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Tax I.D. No.: \_\_\_\_\_  
Date: \_\_\_\_\_

By: \_\_\_\_\_  
Printed Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Tax I.D. No.: \_\_\_\_\_  
Date: \_\_\_\_\_

APPROVED AS TO FORM:

\_\_\_\_\_  
Legal Counsel      Date

# Alaska State Legislature

## Legislative Affairs Agency

Office of the Executive Director

Terry Miller Legislative Office Building, Room 217


Mailing Address: State Capitol, Rm. 3 Juneau, Alaska 99801-1182 Phone (907) 465-3800 Fax (907) 465-3234

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### MEMORANDUM

TO: Senator Gary Stevens  
Chair, Legislative Council

FROM: Jessica Geary   
Executive Director

DATE: August 15, 2019

SUBJECT: Legislative Council Moving & Travel Policy Change

This past session, Legislative Council asked the Legislative Affairs Agency to determine a method for legislative staff to receive housing reimbursement or offset their housing costs. This request resulted from the 2017 Tax Cuts and Jobs Act which limited the ability for staff to deduct housing expenses on their personal tax returns. Already, staff receive no session per diem during a regular legislative session.

LAA contracted with the CPA firm Elgee Rehfeld to explore how staff may receive a nontaxable stipend. As a result of that work, attached is a proposed change to the Legislative Council Moving & Travel Policy which would allow the Presiding Officers to approve this stipend for legislative staff. This language is not binding from one legislature to the next, so each year the Presiding Officers may choose to offer the stipend to staff.

I am happy to answer questions from members.

# **LEGISLATIVE COUNCIL MOVING AND TRAVEL POLICY**

Revised March 28, 2017

## **I. POLICY STATEMENT**

### **LEGISLATORS**

It is the policy of the Legislative Council to provide for Legislators' personal moving and travel expenses necessary to attend legislative sessions. Moving and travel costs are allowed from a Legislator's residence in his or her home district to and from the capital city for the purpose of attending a regular session of the Legislature. Legislators may be reimbursed for flying, boating or driving to and from the Capital, and the cost of ground/ferry transportation for no more than one vehicle, as referenced in Section II. Reimbursement approved for Legislators traveling to and from the Capital shall be as follows:

- (1) Private Vehicle. Travel shall be reimbursed as provided by the U.S. General Services Administration ("GSA rate" [www.gsa.gov/mileage](http://www.gsa.gov/mileage)) allowed at the time of the travel;
- (2) Private Boat. Travel shall be reimbursed at the rate of 1.5 gallons of fuel per nautical mile based on the price of fuel in the Capital during the time of travel, and based on the most direct and customary route from the Legislator's home to the Capital;
- (3) Private Aircraft. Travel by privately owned aircraft shall be reimbursed as provided by the GSA rate allowed at the time of travel, for each statute mile converted from nautical miles, based on the most direct and customary route from the Legislator's home to the Capital.

Requests for clarification of any area in this policy or questions regarding a move shall be addressed to the LAA Executive Director for written explanation. Legislators should not expect payment for costs not specifically covered in this policy without written approval from the Legislative Council chair or a designee. Legislators not in agreement with a decision made by the Executive Director may appeal to the Legislative Council chair for consideration at a future Legislative Council meeting.

### **LEGISLATIVE STAFF**

It is the policy of Legislative Council to provide for travel and travel per diem for lodging and meal expenses for legislative staff while traveling to and from a regular legislative session. Travel expenses are limited to one trip to and from the residence of the staffer in Alaska and the Capital. Staff members may be reimbursed for flying to and from the Capital and for the cost of ground/ferry transportation for one vehicle.

Reimbursement for the cost of driving or transporting a vehicle is only authorized to and from a location on the state highway or a location which connects to the ferry system. Reimbursement

for legislative staff travel by private vehicle shall be calculated in the same manner as private vehicle travel for Legislators. Reimbursement for legislative staff traveling by private boat or private airplane must be pre-approved by the Legislative Council Chair, and if pre-approved, may be reimbursed in the same manner as private boat or private aircraft travel for Legislators. Pro-rated per diem expenses are limited to a per diem allowance for each day spent traveling to or from the Capital by the most direct route available for the type of transportation used by the employee requesting the reimbursement.

Travel and travel per diem for lodging and meal expenses for legislative staff members who are married to or a dependent of a Legislator are paid under the sections of this policy which cover reimbursement for Legislators and their families.

Legislative staff members based in the Capital during a regular legislative session are not entitled to a daily per diem allowance; however, they may receive a lodging stipend as designated by the Presiding Officers.-

## **II. MOVING - LEGISLATORS ONLY**

Any items that are shipped with Legislative Affairs listed as the shipper must be inspected by qualified LAA staff prior to closing of boxes for shipping.

### **HOUSEHOLD GOODS AND PERSONAL EFFECTS**

LAA will pay for the actual and necessary expenses charged by a commercial mover for packing, transporting, and unpacking up to 3,000 pounds of household goods and personal effects, including in-transit insurance not to exceed a total cost of \$200 for a convening move and \$200 for an adjourning move, and in-transit storage up to 30 days. Storage for household goods and personal effects only in the capital city during the interim is an allowable cost and will be reviewed annually. The intent of storing these items is to eliminate or significantly reduce shipping expenses.

A pick-up by a moving company is allowed **only** at a Legislator's primary residence. If a Legislator wishes to have a pick-up made at an additional stop, he or she is responsible for paying the entire shipping bill related to that extra stop.

**OFFICE MOVES** to and from communities on the road system will be coordinated by LAA and the Legislative Information Offices and shall be considered the consolidated office move. Each Legislator can pack and send a maximum of 20 small file boxes and the Legislators may ship office equipment they own and use in their legislative offices with the consolidated office move. The Department of Administration, Division of Risk Management does not insure personal property. Other special provisions may be made for shipping Legislators' personal computers at the discretion of the Presiding Officers. Legislators will be notified by the Information Offices as to the dates of these moves.

Legislators with, or establishing, offices in locations that are off the road system may combine their office moves with their personal moves; however, office materials must be weighed separately, or they will be applied toward a Legislator's 3,000-pound limit. An additional stop by a moving company at the Capitol is allowed.

**ITEMS THAT MAY BE SHIPPED** as household goods and personal effects at State expense include the following: household furnishings, small appliances, clothing, books, and similar items belonging to a member, spouse or dependent which can be legally accepted and transported as household goods and personal effects by an authorized commercial carrier in accordance with rules and regulations established or approved by the Legislative Council. Also included, but only if the Legislator has a personal vehicle in Juneau, are spare parts for privately owned motor vehicles, such as extra tires, wheels, tire chains, tools, battery chargers, accessories, etc. Household pets, up to a maximum of three, are included in this section.

**ITEMS THAT MAY NOT BE SHIPPED** as household goods and personal effects at State expense include the following:

- Any article not belonging to or owned by the member, his or her spouse or dependents;
- Articles that are not reasonable and necessary to have in order to conduct legislative business;
- Cordwood, firewood, or building materials (including tools, heavy equipment, and other related items);
- Property for the primary purpose of resale, disposal, or commercial use rather than for personal use by the member and his or her spouse or dependents;
- Articles acquired after the effective date of adjournment of the legislative session or articles not used in the capital city during the session;
- Articles which in normal use form an integral part of a building or structure and which in normal use cannot be taken from the premises without damage to the rest of the property on the premises;
- Hazardous materials as defined by state or federal law. The Agency will take reasonable steps, including providing support, information and assistance to Legislators and legislative staff to prevent the inadvertent shipment of hazardous materials.

#### **TRAILERS OR TRUCKS**

LAA will pay the cost of renting trailers or trucks, plus mileage at federal mileage reimbursement rate, to move household goods and tow trailers containing the household goods and personal effects of a Legislator, provided that the total cost of the move is not in excess of the cost of moving 3,000 pounds of household goods and personal effects by a commercial carrier. Trailers are considered to be part of the 3,000 pounds if they are put in closed containers or barged to their destination, unless it is necessary to do so in order to reach the nearest point that connects with a state highway or ferry system.

## **TRAVEL AND VEHICLES**

A motor vehicle is not considered part of the 3,000-pound weight limit on household goods and personal effects if the transportation costs are paid under this section. A Legislator may receive payment for transportation costs for not more than one motor vehicle, which is registered in the name of the Legislator, his or her spouse, or dependent.

Allowable costs include:

- The cost of air or barge transportation for the vehicle from the Legislator's residence to the nearest point that connects with a state highway or ferry system provided it is less expensive than it would be to rent a car in Juneau for the duration of the legislative session;
- Highway mileage at the federal mileage reimbursement rate for the car owned by the Legislator, his or her spouse, or dependent;
- A ticket for transportation on the Alaska State Marine Highway System for the motor vehicle, including the costs of a trailer being towed by a vehicle;
- Tourist class airfare or a ticket for transportation on the Alaska State Marine Highway System for the Legislator and his or her spouse or dependents. Airline excess baggage charges will be reimbursed if the excess baggage charges are less than the cost of shipping the same items by air freight; and,
- A standard per diem for the Legislator, half of the standard per diem for his or her spouse, and an eighteen-dollar (\$18) per day per diem for each of his or her Dependents while en route, up to a maximum of five (5) days per person. Additionally, (a) upon arrival at the capital for the first session of a Legislature, a Legislator, his or her spouse, and dependents are entitled to per diem at the same rate as per diem while en route for not more than ten (10) days; (b) upon arrival at the capital for the second session of a Legislature, a Legislator, his or her spouse, and dependents are entitled to per diem at the same rate as per diem while en route for not more than five (5) days; and (c) at the end of every legislative session, a Legislator, his or her spouse, and dependents are entitled to per diem at the same rate as per diem while en route for a period not to exceed five (5) days.

## **III. SPECIAL SESSIONS**

### **LEGISLATORS**

Each member of the Legislature, their spouse and dependents, are entitled to receive one round-trip transportation fare equal to the cost of tourist class airline fare or a round trip ticket for transportation on the Alaska Marine Highway System for one vehicle from his or her home

district to the capital for purposes of attending special sessions of the Legislature. A standard per diem for the Legislator, half of the standard per diem for his or her spouse and an eighteen dollar (\$18) per diem for each of his or her dependents, will be allowed for his or her travel. Each member is also allowed a maximum of two hundred (200) pounds airfreight each way.

#### **LEGISLATIVE STAFF**

Legislative staff members are not entitled to reimbursement for travel and travel per diem for lodging and meal expenses to attend a special session of the Legislature unless specifically authorized by the appropriate authority. Approval is not automatic and may vary between special sessions depending on considerations such as the length and subject matter of the special session, and the number of legislative staff needed.

#### **IV. DEFINITION OF VEHICLE**

A vehicle is defined as an automobile or motorcycle.

*Previously amended December 20, 2016*

# Alaska State Legislature

## Legislative Affairs Agency

Office of the Executive Director

Terry Miller Legislative Office Building, Room 217


Mailing Address: State Capitol, Rm. 3 Juneau, Alaska 99801-1182 Phone (907) 465-3800 Fax (907) 465-3234

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### MEMORANDUM

TO: Senator Gary Stevens  
Chair, Legislative Council

FROM: Jessica Geary   
Executive Director

DATE: August 15, 2019

SUBJECT: Legislative Council ID Badge Policy

The Legislative Council Security Subcommittee met on March 22, 2019, and May 11, 2019, and discussed security measures the legislature could take to improve Capitol safety. One recommendation is to provide security badges for legislators, legislative staff, visitors, etc. and require they be displayed at all times on a lanyard. This would allow Legislative Security an efficient way to quickly confirm authorized Capitol occupants.

Visible ID badges are now the standard in most public buildings, they are relatively inexpensive, and key cards can be stored in the lanyard, which should prevent loss and theft.

There are several other security measures discussed that will come before Legislative Council at a later date.

I am happy to answer questions from members.

# ID Badge Policy

Adopted by Legislative Council xx/xx/xxxx

As a vital part of legislative security, it is the policy of Legislative Council that an Alaska State Legislature identification badge be worn at all times and in plain view by anyone on the Capitol Campus, including but not limited to legislators, legislative employees, interns, members of the press, lobbyists, contractors, and visitors.

**Legislators, Legislative Employees, and Interns:** within 10 days of the first day of a legislative session or date of employment (whichever is sooner), employees and interns must have their photo taken by Media Services who will issue their Legislative ID badge. This badge may also serve as an electronic key for Capitol access. A Legislative ID badge is accountable property and may result in a \$25 fee if lost or not returned upon leaving employment or the conclusion of an internship program.

**Members of the Press:** will complete and submit a Press Pass Application for House and Senate Rules Committee Chairs' approval. This application acknowledges compliance with the Capitol Press Rules. The Press will have their photo taken by Media Services and, upon approval, will receive a Press Pass which must be worn at all times while on the Capitol Campus.

**Lobbyists:** will register with House and Senate Rules, have their photo taken by Media Services, and receive a Lobbyist ID badge which must be worn at all times while on the Capitol Campus.

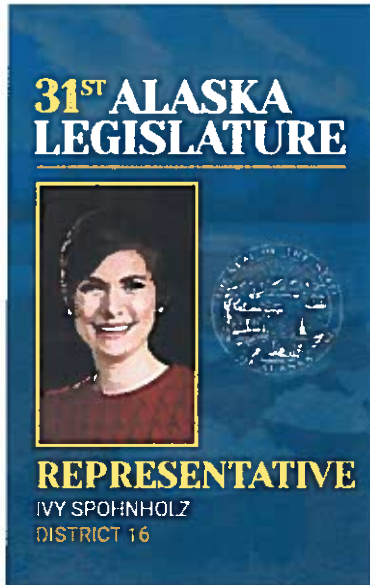
**Contractors:** will register with the Maintenance Office located in Room 12 on the Capitol Ground Floor and receive a Contractor ID badge which must be worn at all times while on the Capitol Campus. Exceptions will be made on a case-by-case basis if there are safety concerns. No photo is required.

**Visitors:** will register with Security located on the Capitol Ground Floor and receive a Visitor ID badge which must be worn at all times while on the Capitol Campus. This includes all Capitol tour guides and tour participants. No photo is required.

# AKLEG ID BADGES

## SAMPLES FOR LEG COUNCIL

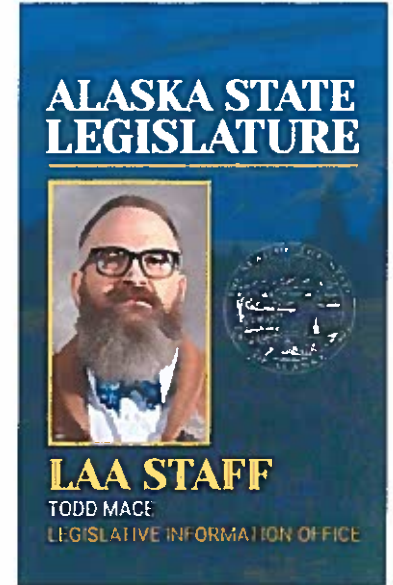
### LEGISLATORS & STAFF



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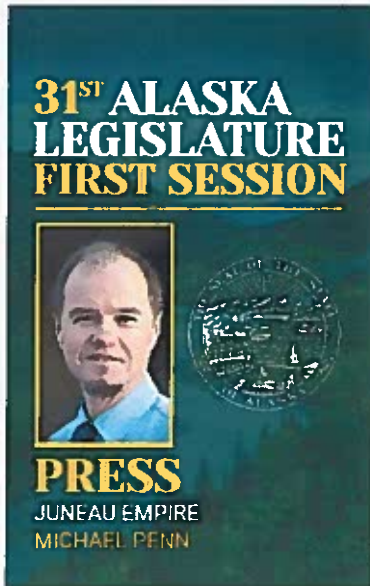


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# AKLEG ID BADGES

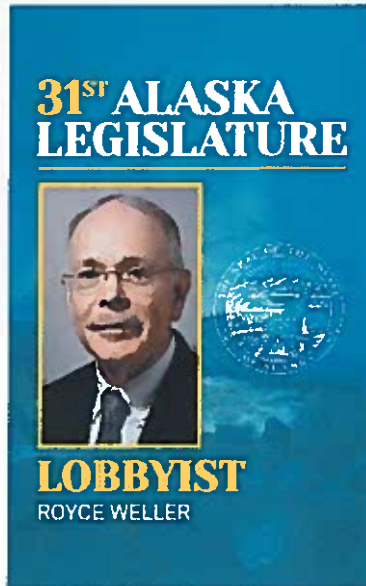
## SAMPLES FOR LEG COUNCIL

### PRESS



(FRONT)

### LOBBYIST



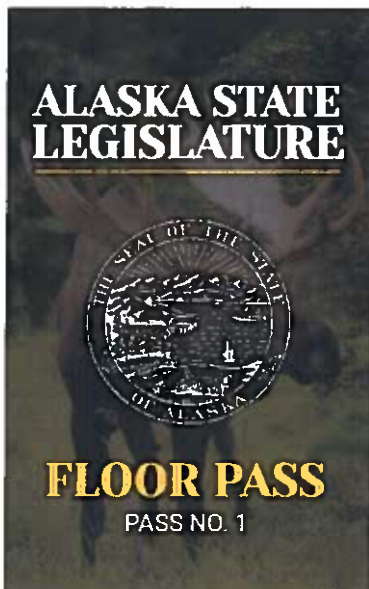
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### CONTRACTOR



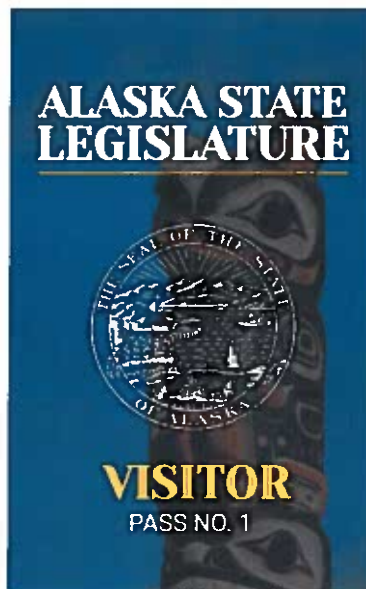
(FRONT)

### FLOOR PASS



(FRONT)

### VISITOR



(FRONT)



# OPEN HOUSE

AUGUST 21, 2019

4:00pm – 6:00pm

1500 West Benson Boulevard

The Legislative Council is pleased to officially welcome the public to the Anchorage Legislative Office Building. Come visit your LIO and Anchorage-area legislators and check out the facilities. Building tours every half hour.

