

## **LEGAL SERVICES PRIORITY POLICY**

Adopted by Legislative Council April 3, 1998

The Legislative Council recognizes that staffing reductions and increasing workloads have made it impossible to provide at all times the level of legal services to the legislature that the Legal Services Division has provided in the past. To the extent that the Legal Services Division can meet all requests for rush drafting and other projects, the division is directed to do so. However, in situations when all requests cannot be accommodated, the Legislative Council, under the authority of AS 24.20.100, directs the division to give priority to work in the following order:

- (1) litigation undertaken by the division at the direction of the Council;
- (2) drafting of amendments for a measure that has been calendared to be taken up on the floor of the House or Senate;
- (3) opinions relating to parliamentary matters;
- (4) drafting of amendments or committee substitutes for a measure scheduled for hearing by the House Finance Committee or the Senate Finance Committee, and final measures passed out of Finance Committees; priority within this category should be by time of the hearing;
- (5) drafting of an amendment, committee substitute, or new measure requested by any legislator if the presiding officer, majority leader, or minority leader of either house also requests that the project be given priority;
- (6) drafting of amendments or committee substitutes for a measure scheduled for a hearing by a committee other than a finance committee, and production of final measures passed out from a committee; priority within this category should be by the time of the hearing;
- (7) legal research or an opinion that is requested by any legislator if the presiding officer, majority leader, or minority leader of either house also requests that the project be given priority;
- (8) drafting of sponsor substitutes, amendments, or committee substitutes for measures that have been introduced;
- (9) legal research or opinions relating to measures that have been introduced;
- (10) drafting of new measures, except that drafting of new measures for individual legislators has priority over items listed in (7), (8) and (9) when necessary to meet the personal bill deadline (Uniform Rule 44);
- (11) sectional summaries for introduced measures; legal research or opinions that do not relate to introduced bills.

The Legislative Council recognizes that, due to the specialization of individual attorneys, the Legal Services Division will apply this priority schedule based on the workload of each attorney. Priority within each category shall be in the order the request was taken.