

STATE OF ALASKA 1984 LEGISLATIVE SESSION
FISCAL NOTE

Revision Date: February 14, 1984

REQUEST Bill/Resolution No.: CSSB 312 (Jud) FISCAL DETAIL Department of Administration
 Title: "Creation of the office of Public Advocacy" Agency Affected: Administration
 Program Category Affected: _____
 Sponsor: Senate Rules BRU, Program or Subprogram(s) Affected: _____
 Requestor: Governor
 Date of Request: _____

EXPENDITURES/REVENUES: (Thousands of Dollars)

	FY 84	FY 85	FY 86	FY 87	FY 88	FY 89
OPERATING		726.6	1309.9	1375.4	1444.2	1516.4
100 PERSONAL SERVICES		88.0	136.5	143.3	150.5	158.0
200 TRAVEL		1308.0	808.3	848.7	891.1	935.6
300 CONTRACTUAL		22.8	35.2	36.9	38.7	40.6
400 SUPPLIES		30.9	13.7	-	-	-
500 EQUIPMENT						
600 LAND & STRUCTURES						
700 GRANTS, CLAIMS						
800 MISCELLANEOUS						
TOTAL OPERATING		2176.3	2303.6	2404.3	2524.5	2650.6
CAPITAL		-	-	-	-	-
REVENUE		-	-	-	-	-

FUNDING: (Thousands of Dollars)

GENERAL FUND		2176.3	2303.6	2404.3	2524.5	2650.6
FEDERAL FUNDS						
OTHER						
TOTAL						

POSITIONS:

FULL-TIME		18.0	26.0	26.0	26.0	26.0
PART-TIME						
TEMPORARY						

SOURCE OF FUNDS TO OFFSET FISCAL IMPACT OF BILL:

ANALYSIS: Attach a separate page for analysis

Prepared By: John C. Duckett Phone: 465-3753
 Division: Senate Finance Committee Date: 2/14/84

Approved by Commissioner: _____ Date: _____
 Agency: _____

Distribution (by Agency preparing fiscal note):

- Legislative Finance
- Legislative Sponsor
- Requestor
- Office of Management and Budget
- Impacted Agency(ies)

12/1/83

Offered: 1/24/84
Referred: Finance

Original sponsor: Rules/Governor

1 IN THE SENATE BY THE JUDICIARY COMMITTEE
2 CS FOR SENATE BILL NO. 312 (Judiciary)
3 IN THE LEGISLATURE OF THE STATE OF ALASKA
4 THIRTEENTH LEGISLATURE - SECOND SESSION
5 A BILL
6 For an Act entitled: "An Act creating the office of public advocacy; and
7 providing for an effective date."
8 BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF ALASKA:
9 * Section 1. AS 44.21 is amended by adding new sections to read:
10 ARTICLE 8. OFFICE OF PUBLIC ADVOCACY.
11 Sec. 44.21.400. PUBLIC ADVOCACY OFFICE ESTABLISHED. There is
12 created in the Department of Administration the office of public advo-
13 cacy.
14 Sec. 44.21.410. POWERS AND DUTIES OF PUBLIC ADVOCACY OFFICE.
15 (a) The office of public advocacy shall
16 (1) perform the duties of the public guardian under AS 13.-
17 26.360 - 13.26.410;
18 (2) provide visitors and experts in guardianship proceed-
19 ings under AS 13.26.131;
20 (3) provide guardian ad litem services to children in child
21 protection actions under AS 47.17.030(e) and to wards and respondents
22 in guardianship proceedings who will suffer financial hardship or
23 become dependent upon a government agency or a private person or
24 agency if the services are not provided at state expense under AS 13.-
25 26.112.
26 (4) provide legal representation in guardianship proceed-
27 ings to respondents who are financially unable to employ attorneys
28 under AS 13.26.106(b), to indigent parties in cases involving child
29 custody in which the opposing party is represented by counsel provided

1 by a public agency, and to indigent parents or guardians of a minor
2 respondent in a commitment proceeding concerning the minor under
3 AS 47.30.775;

4 (5) provide legal representation and guardian ad litem
5 services under AS 25.24.310; in cases arising under the Uniform Inter-
6 state Compact on Juveniles (AS 47.15); in cases involving petitions to
7 adopt a minor under AS 25.23.100(j); in cases involving petitions to
8 remove the disabilities of a minor under AS 09.55.590; in children's
9 proceedings under AS 47.10.050(a); and in cases involving indigent
10 persons who are entitled to representation under AS 18.85.100 and who
11 cannot be represented by the public defender agency because of a
12 conflict of interests.

13 (b) The commissioner of administration may

14 (1) adopt regulations that the commissioner considers
15 necessary to implement AS 44.21.400 - 44.21.440;

16 (2) report on the operation of the office of public advo-
17 cacy when requested by the governor or legislature or when required by
18 law;

19 (3) solicit and accept grants of funds from the federal
20 government and from private foundations, and allocate or restrict the
21 use of those funds as required by the grantor.

22 Sec. 44.21.420. EMPLOYMENT OF OFFICE PERSONNEL. (a) The com-
23 missioner of administration may employ guardians ad litem, public
24 guardians, clerical staff, and other assistants that the commissioner
25 determines are needed to perform the duties set out in AS 44.21.410.
26 Employees under this subsection are in the classified service under
27 AS 39.25.100.

28 (b) The commissioner of administration may employ attorneys
29 needed to perform the duties set out in AS 44.21.410. Attorneys

1 employed by the commissioner of administration in the office of public
2 advocacy are in the partially exempt service under AS 39.25.120.

3 (c) The commissioner of administration may contract for services
4 of court-appointed visitors and experts needed to perform the duties
5 set out in AS 44.21.410. The commissioner may contract with attorneys
6 to provide legal representation, and with other persons to provide
7 guardian ad litem services, as needed to perform the duties set out in
8 AS 44.21.410. The commissioner may determine the rate of compensation
9 for contractual services, taking into account the time involved, the
10 skill and experience required, and other pertinent factors.

11 Sec. 44.21.430. ATTORNEYS ENGAGED BY PUBLIC ADVOCACY OFFICE.

12 (a) Only an attorney admitted to the practice of law in this state
13 may be employed or retained under contract by the office of public
14 advocacy to provide legal representation.

15 (b) An attorney employed by the office of public advocacy may
16 not engage in the private practice of law unless the attorney provides
17 services to the office as an independent contractor.

18 Sec. 44.21.440. CONFLICTS OF INTERESTS. Services and legal
19 representation rendered by the office of public advocacy, whether
20 performed by a person under contract or by an employee of the office,
21 shall be provided in a manner that avoids conflicts of interests.

22 * Sec. 2. AS 09.55.590(e) is amended to read:

23 (e) The court may appoint an attorney or a guardian ad litem to
24 represent the interests of the petitioner at the hearing. Appointment
25 of an attorney or guardian ad litem shall be made in accordance with
26 AS 25.24.310.

27 * Sec. 3. AS 13.26.105(b) is amended to read:

28 (b) The respondent is entitled to be represented by an attorney
29 in the proceedings. If the respondent is financially unable to employ

1 an attorney [TO REPRESENT HIM], the court shall appoint the office of
2 public advocacy (AS 44.21.400) under AS 13.26.131 [AN ATTORNEY] to
3 represent the respondent in the proceedings.

4 * Sec. 4. AS 13.26.106 is amended by adding a new subsection to read:

5 (d) Appointment of the visitor and the expert under (c) of this
6 section must be made through the office of public advocacy (AS 44.-
7 21.400) under AS 13.26.131.

8 * Sec. 5. AS 13.26.112(b) is amended to read:

9 (b) The guardian ad litem shall assist the ward or respondent in
10 determining the ward's or respondent's [HIS] interests in regard to
11 the legal proceedings [IN] which involve the ward or respondent [HE IS
12 INVOLVED]. If the ward or respondent is entirely incapable of deter-
13 mining those [HIS OWN] interests, the guardian ad litem shall make
14 that determination and advise the court and counsel for all parties
15 accordingly. The guardian ad litem shall

16 (1) inquire thoroughly into all the circumstances that a
17 prudent [INDIVIDUAL IN THE POSITION OF THE] ward or respondent would
18 consider in determining the ward's or respondent's [HIS] own interests
19 in the proceedings; and

20 (2) encourage the ward or respondent to participate, to the
21 maximum extent possible [OF HIS CAPABILITY], in all decisions and to
22 act on the ward's or respondent's [HIS] own behalf on all matters in
23 which the ward or respondent [HE] is able.

24 * Sec. 6. AS 13.26.112 is amended by adding a new subsection to read:

25 (d) The office of public advocacy shall provide guardian ad
26 litem services to persons who would suffer financial hardship or
27 become dependent upon a government agency or a private person or
28 agency if the services are not provided at state expense.

29 * Sec. 7. AS 13.26.360 is amended to read:

1 Sec. 13.26.360. PURPOSE. The legislature recognizes that many
2 Alaskans, for reasons of incapacity or minority, are in need of a
3 guardian or conservator. Often these persons cannot find a person
4 able and willing to serve as guardian or conservator. The legislature
5 intends through AS 13.26.360 - 13.26.410 to establish the function
6 [OFFICE] of public guardian for the purpose of furnishing guardianship
7 and conservatorship services. It further intends by establishing this
8 function [OFFICE] to provide assistance to guardians throughout the
9 state in securing necessary services for their wards and to assist the
10 courts, attorneys, visitors, respondents, and proposed guardians in
11 the orderly and expeditious handling of guardianship proceedings.

12 * Sec. 8. AS 13.26.370(a) is amended to read:

13 (a) The office of public advocacy (AS 41.21.400) shall serve as
14 the public guardian [PUBLIC ADMINISTRATOR (AS 22.15.310) SHALL ALSO
15 ACT AS THE PUBLIC GUARDIAN FOR THE JUDICIAL DISTRICT FOR WHICH HE IS
16 APPOINTED].

17 * Sec. 9. AS 18.85.110(d) is amended to read:

18 (d) If a court determines that the person is entitled to be
19 represented by an attorney at public expense, it shall promptly notify
20 the agency or the office of public advocacy [OR ASSIGN A PRIVATE
21 ATTORNEY FOR HIM UNDER AS 18.85.130].

22 * Sec. 10. AS 18.85.110(e) is amended to read:

23 (e) Upon notification or assignment under this section, the
24 agency or the office of public advocacy [OR ASSIGNED PRIVATE ATTORNEY]
25 shall represent the person with respect to whom the notification or
26 assignment is made.

27 * Sec. 11. AS 18.85.130 is amended to read:

28 Sec. 18.85.130. CONTRACTS WITH PRIVATE ATTORNEYS [SUBSTITUTE
29 DEFENDER]. When [(a) FOR CAUSE, THE COURT MAY, ON ITS OWN MOTION OR

1 UPON THE APPLICATION OF THE PUBLIC DEFENDER, APPOINT AN ATTORNEY OTHER
2 THAN THE PUBLIC DEFENDER TO REPRESENT THE INDIGENT PERSON AT ANY STAGE
3 OF THE PROCEEDINGS OR ON APPEAL. THE ATTORNEY SHALL BE AWARDED
4 REASONABLE COMPENSATION ACCORDING TO A SCHEDULE OF FEES PROMULGATED BY
5 THE SUPREME COURT AND REIMBURSEMENT FOR EXPENSES NECESSARILY INCURRED.
6 THIS SHALL BE PAID BY THE COURT SYSTEM.

7 (b) IN ADDITION TO SUBSTITUTION UNDER (a) OF THIS SECTION, WHEN]
8 the public interest requires, and a person is entitled to representa-
9 tion by the agency under this chapter, the public defender may con-
10 tract with one or more private attorneys to assist the public defender
11 [HIM]. The public defender shall pay for these services out of
12 appropriations to the agency.

13 * Sec. 12. AS 22.15.310 is amended to read:

14 Sec. 22.15.310. APPOINTMENT. When authorized by the supreme
15 court, the presiding judge in each judicial district shall appoint a
16 person to act as public administrator of the estates of deceased
17 persons and [,] as coroner [, AND AS PUBLIC GUARDIAN].

18 * Sec. 13. AS 22.15.350 is amended to read:

19 Sec. 22.15.350. OTHER DUTIES. In addition to the other duties
20 of a public administrator, the public administrator shall perform the
21 duties set out in AS 22.15.110 and AS 12.65.020 - 12.65.110 [AND SHALL
22 PERFORM THE DUTIES OF PUBLIC GUARDIAN AS SET OUT IN AS 13.26.360 -
23 13.26.410].

24 * Sec. 14. AS 25.24.310 is amended to read:

25 Sec. 25.24.310. REPRESENTATION OF MINOR. (a) In an action
26 involving a question of the custody, support, or visitation of a
27 minor, the [THE] court may, upon the motion of a [EITHER] party to the
28 action or upon its own motion, appoint an attorney or the office of
29 public advocacy to represent a minor with respect to the custody,

1 support, and visitation of the minor or in any other legal proceeding
2 involving the minor's welfare. When custody, support, or visitation
3 is [ARE] at issue in a divorce, it is the responsibility of the par-
4 ties or their counsel to notify the court that such a matter is [THOSE
5 MATTERS ARE] at issue. Upon notification, the court shall determine
6 whether the minor [CHILD] should have legal representation or other
7 services and shall make a finding on the record before trial. If the
8 parties are indigent or temporarily without funds, the court shall
9 appoint the office of public advocacy. The court shall notify the
10 office of public advocacy if the office is required to provide legal
11 representation or other services. The court shall enter an order for
12 costs, fees, and disbursements in favor of the state [CHILD'S ATTOR-
13 NEY] and may further order that other services be provided for the
14 protection of the minor [CHILD].

15 (b) If custody, support, or visitation is at [AN] issue, the
16 order for costs, fees, and disbursements shall be made against either
17 or both parents, except that, if one of the parties responsible for
18 the costs is indigent, the costs, fees, and disbursements for that
19 party shall be borne by the state. If the [EITHER OR BOTH] parents
20 are only temporarily without funds, [AS DETERMINED BY THE COURT,] the
21 office of public advocacy shall provide [COURT MAY ADVANCE PAYMENT
22 FOR] legal representation or other services required by the court
23 [RENDERED TO THE CHILD; HOWEVER, NO REPAYMENT MAY BE REQUIRED FOR
24 THOSE WHO ARE RECEIVING LEGAL SERVICES FOR THE INDIGENT]. The attor-
25 ney general is responsible for enforcing collections owed the state.
26 Repayment [COURT, AND REPAYMENT] shall be made [DIRECTLY] to the
27 Department of Revenue under AS 37.10.050 for deposit in the general
28 fund [COURT UNDER THE PROVISIONS OF RULES GOVERNING THE ADMINISTRATION
29 OF THE COURTS]. The court shall, if possible, avoid assigning costs

1 to only one party by ordering that costs of the minor's [CHILD'S]
2 legal representation or other services be paid from proceeds derived
3 from a sale of property belonging jointly or individually to both
4 parties, before a division of property is made.

5 (c) Instead of, or in addition to, appointment of an attorney
6 under (a) of this section, the court may, upon the motion of either
7 party or upon its own motion, appoint an attorney or other person or
8 the office of public advocacy to provide [SERVE AS] guardian ad litem
9 services to [REPRESENT THE BEST INTERESTS OF] a minor in any legal
10 proceedings involving the minor's welfare. The court shall require
11 [APPOINT] a guardian ad litem when, in the opinion of the court,
12 representation of the minor's [CHILD'S] best interests, to be distin-
13 guished from preferences, would serve the welfare of the minor
14 [CHILD]. [THE PERSON APPOINTED UNDER (a) OF THIS SECTION MAY ALSO BE
15 APPOINTED AS GUARDIAN AD LITEM UNDER THIS SUBSECTION.] The court in
16 its order appointing a guardian ad litem shall limit the duration of
17 the appointment of the guardian ad litem to the pendency of the legal
18 proceedings affecting the minor's [CHILD'S] interests, and shall
19 outline the guardian ad litem's responsibilities and limit the author-
20 ity to those matters related to the guardian's effective representa-
21 tion of the minor's [CHILD'S] best interests in the pending legal
22 proceeding. The court shall make every reasonable effort to appoint a
23 guardian ad litem from among persons in the community where the
24 minor's [CHILD'S] parents or the person having legal custody or
25 guardianship of the minor's [CHILD'S] person reside. When custody,
26 support, or visitation is [ARE] at issue in a divorce, it is the
27 responsibility of the parties or their counsel to notify the court
28 that such a matter is [THESE MATTERS ARE] at issue. Upon notifica-
29 tion, the court shall determine if the minor's [CHILD'S] best

1 interests need representation or if the minor [CHILD] needs other
2 services and shall make a finding on the record before trial. If one
3 or both of the parties is indigent or temporarily without funds the
4 court shall appoint the office of public advocacy. The court shall
5 notify the office of public advocacy if the office is required to
6 provide guardian ad litem services. The court shall enter an order
7 for costs, fees, and disbursements in favor of the state [CHILD'S
8 GUARDIAN AD LITEM] and may further order that other services be pro-
9 vided for the protection of the minor [CHILD].

10 * Sec. 15. AS 39.25.120(c) is amended to read:

11 (c) The following positions in the state service constitute the
12 partially exempt service:

13 (1) deputy and assistant commissioners of the principal
14 departments of the executive branch, including the assistant adjutant
15 general of the Department of Military Affairs;

16 (2) the directors of the major divisions of the principal
17 departments of the executive branch and the regional directors of the
18 Department of Transportation and Public Facilities;

19 (3) attorney members of the staff of the Department of Law,
20 [AND] of the public defender agency, and of the office of public advo-
21 cacy in the Department of Administration;

22 (4) one private secretary for each head of a principal
23 department in the executive branch;

24 (5) employees of councils, boards, or commissions estab-
25 lished by statute in the Office of the Governor or the office of the
26 lieutenant governor, unless a different classification is provided by
27 statute;

28 (6) the executive director, deputy director, hearing offi-
29 cers, and administrative law judges of the Alaska Public Utilities

1 Commission;

2 (7) the director, deputy director, staff legal counsel, and
3 hearing officers of the Alaska Transportation Commission;

4 (8) not more than two special assistants to the commis-
5 sioner of each of the principal departments of the executive branch,
6 but the number may be increased if the partially exempt service is
7 extended under AS 39.25.130 to include the additional special assis-
8 tants;

9 (9) the principal executive officer of the following
10 boards, councils, or commissions:

11 (A) Alaska Public Broadcasting Commission;

12 (B) Professional Teaching Practices Commission;

13 (C) Parole Board;

14 (D) Board of Nursing;

15 (E) Real Estate Commission;

16 (F) Alaska Royalty Oil and Gas Development Advisory

17 Board;

18 (G) Alaska Historical Commission;

19 (H) Alaska State Council on the Arts;

20 (I) Alaska Police Standards Council;

21 (J) Council On Science and Technology;

22 (K) Older Alaskans Commission;

23 (10) Alaska Pioneers' Home managers;

24 (11) hearing examiners in the Department of Revenue;

25 (12) the comptroller in the division of treasury, Depart-
26 ment of Revenue;

27 (13) investment officers in the Department of Revenue;

28 (14) airport managers in the Department of Transportation
29 and Public Facilities employed at the Anchorage and Fairbanks

1 International Airports;

2 (15) the deputy director of the division of tourism and the
3 deputy director of the division of insurance in the Department of
4 Commerce and Economic Development;

5 (16) the executive director and staff of the Alaska Public
6 Offices Commission;

7 (17) the director, deputy director, personnel analysts II,
8 labor relations analysts I, labor relations analysts II, senior nego-
9 tiators, and research directors of the division of labor relations in
10 the Department of Administration;

11 (18) the rehabilitation administrator of the Workers'
12 Compensation Board.

13 * Sec. 16. AS 47.15.050 is amended to read:

14 Sec. 47.15.050. FEES. Appointment of an attorney [A COUNSEL] or
15 guardian ad litem [APPOINTED] under the provisions of this compact
16 shall be made in accordance with AS 25.24.310 or AS 44.21.400 -
17 44.21.440 [MAY BE PAID AS PROVIDED IN THE RULES GOVERNING THE ADMIN-
18 ISTRATION OF ALL COURTS].

19 * Sec. 17. AS 47.17.030(e) is amended to read:

20 (e) In all actions taken by the department or a health and
21 social services agency of a local government under this chapter that
22 result in a judicial proceeding, the child shall be represented by a
23 guardian ad litem in that proceeding. Appointment of a guardian ad
24 litem shall be made in accordance with AS 25.24.310.

25 * Sec. 18. AS 47.30.775 is amended to read:

26 Sec. 47.30.775. COMMITMENT OF MINORS. The provisions of AS 47.-
27 30.700 - 47.30.815 apply to minors. However, all notices required to
28 be served on the respondent in AS 47.30.700 - 47.30.815 shall also be
29 served on the parent or guardian of a respondent who is a minor, and

1 parents or guardians of a minor respondent shall be notified that they
2 may appear as parties in any commitment proceeding concerning the
3 minor and that as parties they are entitled to retain their own attor-
4 ney or have the office of public advocacy [ONE] appointed for them by
5 the court. A minor respondent has the same rights to waiver and in-
6 formed consent as an adult respondent under AS 47.30.660 - 47.30.915;
7 however, the minor [HE] shall be represented by counsel in waiver and
8 consent proceedings.

9 * Sec. 19. This Act takes effect July 1, 1984.

STATE OF ALASKA 1984 LEGISLATIVE SESSION
FISCAL NOTE

Revision Date: February 7, 1984
Page 1 of 6

REQUEST

Bill/Resolution No.: CSSB 312 (Jud)
 Title: "Creation of the office of
 Public Advocacy"
 Sponsor: Senate Rules
 Requestor: Governor
 Date of Request: _____

FISCAL DETAIL

Agency Affected: Administration
 Program Category Affected: _____
 BRU, Program of Subprogram(s) Affected: _____

EXPENDITURES/REVENUES: (Thousands of Dollars)

	FY 84	FY 85	FY 86	FY 87	FY 88	FY 89
OPERATING						
100 PERSONAL SERVICES		726.6	1309.9	1375.4	1444.2	1516.4
200 TRAVEL		88.0	136.5	143.3	150.5	158.0
300 CONTRACTUAL		1458.0	808.3	848.7	891.1	935.6
400 SUPPLIES		22.8	35.2	36.9	38.7	40.6
500 EQUIPMENT		30.9	13.7	-		
600 LAND & STRUCTURES						
700 GRANTS, CLAIMS, ETC						
800 MISCELLANEOUS		69.2				
TOTAL OPERATING		2395.5	2303.6	2404.3	2524.5	2650.6
CAPITAL		-	-	-	-	-
REVENUE		-	-	-	-	-

FUNDING: (Thousands of Dollars)

GENERAL FUND		2395.5	2303.6	2404.3	2524.5	2650.6
FEDERAL FUNDS						
OTHER						
TOTAL						

POSITIONS:

FULL-TIME		18.0	26.0	26.0	26.0	26.0
PART-TIME						
TEMPORARY						

SOURCE OF FUNDS TO OFFSET FISCAL IMPACT OF BILL:

ANALYSIS: Attach a separate page for any Analysis.

Prepared By: Christine L. Dooley
 Division: Administrative Services

Phone: 465-4418
 Date: February 7, 1984

Approved by Commissioner: Lisa Rudd
 Agency: DEPARTMENT OF ADMINISTRATION

Date: 2/13/84

Distribution (by Agency preparing fiscal note):
 Legislative Finance
 Legislative Sponsor
 Requestor
 Office of Management and Budget
 Impacted Agency(ies)

12/1/83

CSSB 312 (Jud)
Fiscal Note Analysis
Prepared by Administrative Services
Department of Administration

Date: February 7, 1984

Establishment of the Office of Public Advocacy will transfer numerous attorney functions, now being handled by the court system through contracts with attorneys in private practice, to a new office with staff attorneys and guardians. The attached breakdown of budget figures is based on suggested staffing for this office provided to the Department of Administration by the Alaska Court System.

Due to the fact that the Office of Public Advocacy, like the Public Defender Agency, will be unable to control which cases are assigned it by the court system, flexibility must be allowed the department. This was the reason for the original lump sum fiscal note presented to this committee.

A number of variables associated with transforming these attorney functions in to a new State agency still exist. These variables necessitate giving the Department of Administration maximum flexibility in allocation of funds between personal services and contractual and or transfer of positions from one geographic area to another to accomplish the following:

1. Provision of quality services to indigent clients in remote bush areas by contracting with local attorneys on a case-by-case basis;
2. Handling multiple-defendant conflict cases by contract where the Public Defender Agency and the Office of Public Advocacy are each already handling one defendant and have a conflict in representing additional defendants associated with the case; and
3. Transfer of attorneys, guardians, and clerical positions from one Office of Public Advocacy branch office to another as the caseloads warrant.

These projected costs are predicated upon utilization of attorneys as State employees rather than engagement of private attorneys contracted on an as-needed basis. However, some private attorney contracts will continue to be necessary in cases of multiple party conflict and to assist the Office of Public Advocacy in remote locations.

It is intended that the court system will continue to handle the responsibilities of the guardianship cases in FY 85 and the completion of any open contracts until the cases are resolved. The court system will retain the seven guardian PCN's and one accounting clerk, and the Department of Administration will allocate Reimbursable Services Agreement funds to the court for these costs. In FY 86 these 8 positions will transfer to the Department of Administration.

The Department of Administration will manage the Public Advocacy FY 85 Budget Appropriation during the transition period and RSA funds to the Court System to pay the continued contract costs during this period.

CSSB 312 (Jud)
Fiscal Note Analysis
Prepared by Administrative Services
Department of Administration

Date: February 7, 1984

The Department of Administration, Division of Administrative Services, has projected the need for two additional accounting technicians to handle the increased responsibilities of another division within the department. These positions are for additional workload in professional contracts, vendor payment and payroll functions for these three new offices.

This Fiscal Note is based on information from the court system on caseloads, location of cases, hours per case and costs of guardianship.

Because the Public Advocacy Office will be administered differently than in the court system, we can not guarantee that moving the function will be a cost saving matter. Neither can we guarantee the actual costs since we have used court system projections without having performed this function ourselves.

Office of Public Advocacy

FY 85 Staff Projection

<u>Hire Date</u>	<u>Staff</u>	<u>Position</u>	<u>Location</u>	<u>Full 12 Month P.S. Cost</u>	<u>Months Vacant</u>	<u>FY 85 Partial Cost</u>
07-01-84		Attorney VI	Anchorage (1)	\$ 74,900	0	\$ 74,900
07-01-84		Legal Secretary I	Anchorage (1)	28,482	0	28,482
09-01-84		Attorney IV	Anchorage (3)	203,748	2 mos.	169,790
		Attorney III	Anchorage (2)	119,978	2 mos.	99,982
		Legal Secretary I	Anchorage (1)	28,482	2 mos.	23,735
		Administrative Officer	Anchorage (1)	44,395	2 mos.	36,996
		Investigator	Anchorage (2)	81,750	2 mos.	68,125
11-01-84		Attorney IV	Fairbanks (1)	77,261	4 mos.	51,507
		Attorney III	Fairbanks (1)	67,916	4 mos.	45,277
		Legal Secretary I	Fairbanks (1)	31,809	4 mos.	21,206
11-01-84		Attorney IV	Ketchikan/ (1) Southeast	67,916	4 mos.	45,277
		Legal Secretary I	Ketchikan/(1) Southeast	28,482	4 mos.	18,988
		Accounting Technician I	Ketchikan/(2) Southeast	<u>63,618</u>	4 mos.	<u>42,412</u>
			(18)	918,737 (726,677)		726,677
			**	<u>\$ 192,060</u>		

** In FY 85 This personal services differential is a result of the (Phase-In) vacancies. In FY 86 these dollars are necessary for full twelve (12) month funding of these position.

NOTE: This vacancy factor of approximately 20% has been used to reduce the other line items associated with this proposed budget.

Office of Public Advocacy
 Analysis of
 Proposed FY 85 Budget

	FULL YEAR COSTS	ADJUSTMENTS FOR PARTIAL YEAR FY 85		FY 85 PROPOSED BUDGET
100 PERSONNEL	1,247.6	Guardians (remain. on Court System payroll for FY 85)	(328.9)	
		20% Vacancy due to phase-in process	(192.1)	726.6
200 TRAVEL	110.0	20% Reduction due to phase-in process	(22.0)	88.0
300 CONTRACTUAL				
Space leases for 26 employees @ 200 sq. ft. @ \$2.40/sq. ft.	124.8	20% Reduction due to phase-in process	(25.0)	99.8
Equipment rental, phones, postage, etc.	45.0	20% Reduction due to phase-in process	(9.0)	36.0
Visitors, experts, contacted attorneys in remote locations, third-party conflict attorneys (based on information from ACS)	600.0	20% Reduction due to phase-in process	(120.0)	480.0
		RSA to AK Court System for Guardians and overhead	429.0	429.0
		RSA to AK Court System for payments to attorneys during start up	413.2	413.2
400 COMMODITIES	28.5	20% Reduction due to phase-in process	(5.7)	22.8
500 EQUIPMENT		New equipment and new office furniture	30.9	30.9
600 MISCELLANEOUS		Extraordinary travel, moving costs and other costs of setting up new agency	69.2	69.2
	<u>2,155.9</u>			<u>2,395.5</u>

1.	POSITION TITLE Accounting Technician I				RANGE/STEP 12A	BARG. UNIT GGU	FORM 12 PAGE/LINE	GOV.	APPRDV.	DISAPP.					
2.	TYPE OF POSITION DET	STAFF MONTHS 12	RP NUMBER	PCN NUMBER New	BRU PRIORITY	LOCATION AWA	ELECTION DISTRICT	LEG.							
3.	CONTINUATION LEVEL				JUSTIFICATION										
4.	TYPE OF EXPENDITURE				<p>This position will provide Administrative Support in Accounting, Payroll and Professional Contract Services for the Statewide Public Advocate Offices.</p>										
	1		2								3				
	PERSONAL SERVICES														
5.	Salary		23,676												
6.	Benefits		4,052												
7.	Supplemental Benefits		1,451												
8.	Fixed Benefits		2,630												
9.	TOTAL PERSONAL SERVICES		01								31,809				
10.	Travel		02												
11.	Contractual		03												
12.	Commodities		04												
13.	Equipment		05												
14.	Other														
15.	TOTAL COST										31,809				
	RECEIPT CODE	FUNDING SOURCE													
16.		Federal Receipts 1002													
17.		G.F. Match 1003													
18.		General Funds 1004			31,809										
19.		I-A Receipts 1005													
20.		Program Receipts 1028													
21.		Other													
FOR B&M USE ONLY															
4A KEY NUMBER _____															

8/1B1/0204-01/1

13 REQUEST FOR
NEW POSITION

AGENCY Department of Administration
 PROGRAM Centralized Administrative Svs.
 BRU Centralized Administrative Svs.
 COMPONENT Administrative Services

FY 85

Page _____ of _____
 Revised Date _____

1.	POSITION TITLE Accounting Technician I				RANGE/STEP 12A	BARG. UNIT GGU	FORM 12 PAGE/LINE	GOV.	PPROV.	DISAPP.	
2.	TYPE OF POSITION PFT	STAFF MONTHS 12	RP NUMBER	PCN NUMBER New	BRU PRIORITY	LOCATION AWA	ELECTION DISTRICT	LEG.			
3.	CONTINUATION LEVEL				JUSTIFICATION						
4.	TYPE OF EXPENDITURE			AMOUNT							
	1	2	3								
	PERSONAL SERVICES										
5.	Salary	23,676									
6.	Benefits	4,052									
7.	Supplemental Benefits	1,451									
8.	Fixed Benefits	2,630									
9.	TOTAL PERSONAL SERVICES	01	31,809								
10.	Travel	02									
11.	Contractual	03									
12.	Commodities	04									
13.	Equipment	05									
14.	Other										
15.	TOTAL COST		31,809								
JUSTIFICATION											
This position will provide Administrative Support in Accounting, Payroll and Professional Contract Services for the Statewide Public Advocate Offices.											
16.	RECEIPT CODE	FUNDING SOURCE									
17.		Federal Receipts	1002								
18.		G.F. Match	1003								
19.		General Funds	1004	31,809							
20.		I-A Receipts	1005								
21.		Program Receipts	1028								
		Other									
FOR B&M USE ONLY											
4A KEY NUMBER _____											

8/1B1/0204-01/2

13 REQUEST FOR
NEW POSITION

01-1156 (7-82) - 13

AGENCY Department of Administration
PROGRAM Centralized Administrative Svs.
BRU Centralized Administrative Svs.
COMPONENT Administrative Services

Page _____ of _____
Revised Date _____

FY 85

1.	POSITION TITLE Legal Secretary I				RANGE/STEP 10A	BARG. UNIT GGU	FORM 12 PAGE/LINE	GOV.	APPROV.	DISAPP.						
2.	TYPE OF POSITION PFT	STAFF MONTHS 12	RP NUMBER	PCN NUMBER New	BRU PRIORITY	LOCATION AWA	ELECTION DISTRICT	LEC.								
3.	CONTINUATION LEVEL				JUSTIFICATION											
4.	TYPE OF EXPENDITURE				<p>This position will provide the Legal Secretary Services in the new Juneau-Ketchikan office which will replace the present private attorney contracts.</p>											
	1		2								3					
	PERSONAL SERVICES															
5.	Salary		20,976													
6.	Benefits		3,590													
7.	Supplemental Benefits		1,286													
8.	Fixed Benefits		2,630													
9.	TOTAL PERSONAL SERVICES		01								28,482					
10.	Travel		02													
11.	Contractual		03													
12.	Commodities		04													
13.	Equipment		05													
14.	Other															
15.	TOTAL COST										28,482					
	RECEIPT CODE	FUNDING SOURCE														
16.		Federal Receipts 1002														
17.		G.F. Match 1003														
18.		General Funds 1004		28,482												
19.		I-A Receipts 1005														
20.		Program Receipts 1028														
21.		Other														
FOR B&M USE ONLY																
4A KEY NUMBER _____																

8/1B1/0204-01/3

13 REQUEST FOR
NEW POSITION

AGENCY Department of Administration
PROGRAM Due Process
BRU Public Advocate
COMPONENT Public Advocate

Page _____ of _____
Revised Date _____

FY 85

1.	POSITION TITLE Attorney IV			RANGE/STEP 24A	BARG. UNIT PX	FORM 12 PAGE/LINE	COV.	APPROV.	DISAPP.
2.	TYPE OF POSITION PFT	STAFF MONTHS 12	RP NUMBER	PCN NUMBER New	BRU PRIORITY	LOCATION AWA	ELECTION DISTRICT	LEG.	
3.	CONTINUATION LEVEL			ADDITION	JUSTIFICATION				
4.	TYPE OF EXPENDITURE			AMOUNT					
	1	2		3					
	PERSONAL SERVICES								
5.	Salary	53,568							
6.	Benefits	9,168							
7.	Supplemental Benefits	2,550							
8.	Fixed Benefits	2,630							
9.	TOTAL PERSONAL SERVICES	01	67,916						
10.	Travel	02							
11.	Contractual	03							
12.	Commodities	04							
13.	Equipment	05							
14.	Other								
15.	TOTAL COST	67,916							
	RECEIPT CODE	FUNDING SOURCE							
16.		Federal Receipts 1002							
17.		G.F. Match 1003							
18.		General Funds 1004		67,916					
19.		I-A Receipts 1005							
20.		Program Receipts 1028							
21.		Other							
FOR F&M USE ONLY									
4A KEY NUMBER _____									

This position represents indigent defendants in felonies, appeals and misdemeanors; serves as guardian ad litem and provides representation in civil matters.

This position serves as senior attorney in this location with some travel necessary to other locations in this judicial district.

8/1B1/0204-01/4

13 REQUEST FOR NEW POSITION

AGENCY Department of Administration
 PROGRAM Due Process
 BRU Public Advocate
 COMPONENT Public Advocate

Page _____ of _____
 Revised Date _____

FY 85

1.	POSITION TITLE Legal Secretary I				RANGE/STEP 10A	BARG. UNIT GGU	FORM 12 PAGE/LINE	GOV.	APPRDV.	DISAPP.	
2.	TYPE OF POSITION PFT	STAFF MONTHS 12	RP NUMBER	PCN NUMBER New	BRU PRIORITY	LOCATION EBA	ELECTION DISTRICT	LEG.			
3.	CONTINUATION LEVEL				JUSTIFICATION						
4.	ADDITION				<p>This position will provide the Legal Secretary Services in the new Anchorage office which will replace the present private attorney contracts.</p>						
TYPE OF EXPENDITURE				AMOUNT							
1		2		3							
PERSONAL SERVICES											
5.	Salary		20,976								
6.	Benefits		3,590								
7.	Supplemental Benefits		1,286								
8.	Fixed Benefits		2,630								
9.	TOTAL PERSONAL SERVICES		01	28,482							
10.	Travel		02								
11.	Contractual		03								
12.	Commodities		04								
13.	Equipment		05								
14.	Other										
15.	TOTAL COST			28,482							
RECEIPT CODE				FUNDING SOURCE							
16.			Federal Receipts	1002							
17.			G.F. Match	1003							
18.			General Funds	1004	28,482						
19.			I-A Receipts	1005							
20.			Program Receipts	1028							
21.			Other								
FOR B&M USE ONLY											
4A KEY NUMBER											

8/1B1/0204-01/5

13 REQUEST FOR
NEW POSITION

AGENCY Department of Administration
 PROGRAM Due Process
 BRU Public Advocate
 COMPONENT Public Advocate

Page of
 Revised Date

FY 85

1.	POSITION TITLE Attorney IV				RANGE/STEP 24A	BARG. UNIT PX	FORM 12 PAGE/LINE	GOV.	APPROV.	DISAPP.
2.	TYPE OF POSITION PFT	STAFF MONTHS 12	RP NUMBER	PCN NUMBER New	BRU PRIORITY	LOCATION EBA	ELECTION DISTRICT	LEG.		
3.	CONTINUATION LEVEL				JUSTIFICATION					
4.	TYPE OF EXPENDITURE									
	1		2		3					
	PERSONAL SERVICES									
5.	Salary	53,568								
6.	Benefits	9,168								
7.	Supplemental Benefits	2,550								
8.	Fixed Benefits	2,630								
9.	TOTAL PERSONAL SERVICES	01		67,916						
10.	Travel	02								
11.	Contractual	03								
12.	Commodities	04								
13.	Equipment	05								
14.	Other									
15.	TOTAL COST			67,916						
	RECEIPT CODE	FUNDING SOURCE								
16.		Federal Receipts 1002								
17.		G.F. Match 1003								
18.		General Funds 1004		67,916						
19.		I-A Receipts 1005								
20.		Program Receipts 1028								
21.		Other								
FOR B&M USE ONLY										
4A KEY NUMBER _____										

This position represents indigent defendants in felonies, appeals and misdemeanors; serves as guardian ad litem and provides representation in civil matters.

This position serves as senior attorney in this location with some travel necessary to other locations in this judicial district.

8/1B1/0204-01/6

13 REQUEST FOR
NEW POSITION

AGENCY Department of Administration
PROGRAM Due Process
BRU Public Advocate
COMPONENT Public Advocate

Page _____ of _____
Revised Date _____

FY 85

1.	POSITION TITLE Attorney IV				RANGE/STEP 24A	BARG. UNIT PX	FORM 12 PAGE/LINE	GOV.	APPROV.	DISAPP.
2.	TYPE OF POSITION PFT	STAFF MONTHS 12	RP NUMBER	PCN NUMBER New	BRU PRIORITY	LOCATION EBA	ELECTION DISTRICT	LEG.		
3.	CONTINUATION LEVEL				JUSTIFICATION					
4.	TYPE OF EXPENDITURE				AMOUNT					
	1		2		3					
	PERSONAL SERVICES									
5.	Salary		53,568							
6.	Benefits		9,168							
7.	Supplemental Benefits		2,550							
8.	Fixed Benefits		2,630							
9.	TOTAL PERSONAL SERVICES		01		67,916					
10.	Travel		02							
11.	Contractual		03							
12.	Commodities		04							
13.	Equipment		05							
14.	Other									
15.	TOTAL COST				67,916					
	RECEIPT CODE				FUNDING SOURCE					
16.					Federal Receipts 1002					
17.					G.F. Match 1003					
18.					General Funds 1004					
19.					I-A Receipts 1005					
20.					Program Receipts 1028					
21.					Other					
FOR B&M USE ONLY										
4A KEY NUMBER _____										

This position represents indigent defendants in felonies, appeals and misdemeanors; serves as guardian ad litem and provides representation in civil matters.

This position serves as senior attorney in this location with some travel necessary to other locations in this judicial district.

8/1B1/0204-01/7

13 REQUEST FOR
NEW POSITION

AGENCY Department of Administration

PROGRAM Due Process

BRU Public Advocate

COMPONENT Public Advocate

Page _____ of _____

Revised Date _____

FY 85

1.	POSITION TITLE Attorney IV				RANGE/STEP 24A	BARG. UNIT PY	FORM 12 PAGE/LINE	GOV.	APPROV.	DISAPP.
2.	TYPE OF POSITION PFT	STAFF MONTHS 12	RP NUMBER	PCN NUMBER New	BRU PRIORITY	LOCATION EBA	ELECTION DISTRICT	LEG.		
3.	CONTINUATION LEVEL				ADDITION		JUSTIFICATION			
4.	TYPE OF EXPENDITURE			AMOUNT		<p>This position represents indigent defendants in felonies, appeals and misdemeanors; serves as guardian ad litem and provides representation in civil matters.</p> <p>This position serves as senior attorney in this location with some travel necessary to other locations in this judicial district.</p>				
	1	2	3							
	PERSONAL SERVICES									
5.	Salary	53,568								
6.	Benefits	9,168								
7.	Supplemental Benefits	2,550								
8.	Fixed Benefits	2,630								
9.	TOTAL PERSONAL SERVICES	01	67,916							
10.	Travel	02								
11.	Contractual	03								
12.	Commodities	04								
13.	Equipment	05								
14.	Other									
15.	TOTAL COST		67,916							
	RECEIPT CODE	FUNDING SOURCE								
16.		Federal Receipts 1002								
17.		G.F. Match 1003								
18.		General Funds 1004		67,916						
19.		I-A Receipts 1005								
20.		Program Receipts 1028								
21.		Other								
FOR B&M USE ONLY										
4A KEY NUMBER _____										

8/1B1/0204-01/8

13 REQUEST FOR
NEW POSITION

AGENCY Department of Administration
 PROGRAM Due Process
 BRU Public Advocate
 COMPONENT Public Advocate

Page _____ of _____
 Revised Date _____

FY 85

1.	POSITION TITLE Attorney III				RANGE/STEP 22A	BARG. UNIT PX	FORM 12 PAGE/LINE	GOV.	APPROV.	DISAPP.
2.	TYPE OF POSITION PFT	STAFF MONTHS 12	RP NUMBER	PCN NUMBER New	BRU PRIORITY	LOCATION EBA	ELECTION DISTRICT	LEG.		
3.	CONTINUATION LEVEL				JUSTIFICATION					
4.	TYPE OF EXPENDITURE				AMOUNT					
	1	2			3					
	PERSONAL SERVICES									
5.	Salary	46,800								
6.	Benefits	8,009								
7.	Supplemental Benefits	2,550								
8.	Fixed Benefits	2,630								
9.	TOTAL PERSONAL SERVICES	01			59,989					
10.	Travel	02								
11.	Contractual	03								
12.	Commodities	04								
13.	Equipment	05								
14.	Other									
15.	TOTAL COST				59,989					
	RECEIPT CODE	FUNDING SOURCE								
16.		Federal Receipts 1002								
17.		G.F. Match 1003								
18.		General Funds 1004		59,989						
19.		I-A Receipts 1005								
20.		Program Receipts 1028								
21.		Other								
FOR B&M USE ONLY										
4A KEY NUMBER _____										

This position represents indigent defendants in misdemeanors when the Public Defender Agency cannot represent the defendant because of conflict; serves as guardian ad litem in cases identified by office as containing routine factual and legal issues; represents parties in civil matters.

Requires travel to other locations in this judicial district.

8/181/0204-01/9

13 REQUEST FOR
NEW POSITION

AGENCY Department of Administration
 PROGRAM Due Process
 BRU Public Advocate
 COMPONENT Public Advocate

Page _____ of _____
 Revised Date _____

FY 85

1.	POSITION TITLE Attorney III				RANGE/STEP 22A	BARG. UNIT PX	FORM 12 PAGE/LINE	GOV.	APPROV.	DISAPP.
2.	TYPE OF POSITION PFT	STAFF MONTHS 12	RP NUMBER	PCN NUMBER New	BRU PRIORITY	LOCATION EBA	ELECTION DISTRICT	LEG.		
3.	CONTINUATION LEVEL				JUSTIFICATION					
4.	TYPE OF EXPENDITURE			AMOUNT						
	1	2		3						
	PERSONAL SERVICES									
5.	Salary	46,800								
6.	Benefits	8,009								
7.	Supplemental Benefits	2,550								
8.	Fixed Benefits	2,630								
9.	TOTAL PERSONAL SERVICES	01		59,989						
10.	Travel	02								
11.	Contractual	03								
12.	Commodities	04								
13.	Equipment	05								
14.	Other									
15.	TOTAL COST			59,989						
	RECEIPT CODE	FUNDING SOURCE								
16.		Federal Receipts 1002								
17.		G.F. Match 1003								
18.		General Funds 1004		59,989						
19.		I-A Receipts 1005								
20.		Program Receipts 1028								
21.		Other								
FOR B&M USE ONLY										
4A KEY NUMBER _____										

This position represents indigent defendants in misdemeanors when the Public Defender Agency cannot represent the defendant because of conflict; serves as guardian ad litem in cases identified by office as containing routine factual and legal issues; represents parties in civil matters.

Requires travel to other locations in this judicial district.

8/1B1/0204-01/10

13 REQUEST FOR
NEW POSITION

AGENCY Department of Administration

PROGRAM Due Process

BRU Public Advocate

COMPONENT Public Advocate

Page _____ of _____

Revised Date _____

FY 85

1.	POSITION TITLE Legal Secretary I				RANGE/STEP 10A	BARG. UNIT GGU	FORM 12 PAGE/LINE	GOV.	APPROV.	DISAPP.	
2.	TYPE OF POSITION PFT	STAFF MONTHS 12	RP NUMBER	PCN NUMBER New	BRU PRIORITY	LOCATION EBA	ELECTION DISTRICT	LEG.			
3.	CONTINUATION LEVEL				ADDITION						
4.	TYPE OF EXPENDITURE				AMOUNT						
	1		2		3						
	PERSONAL SERVICES										
5.	Salary		20,976								
6.	Benefits		3,590								
7.	Supplemental Benefits		1,286								
8.	Fixed Benefits		2,630								
9.	TOTAL PERSONAL SERVICES		01		28,482						
10.	Travel		02								
11.	Contractual		03								
12.	Commodities		04								
13.	Equipment		05								
14.	Other										
15.	TOTAL COST				28,482						
JUSTIFICATION											
This position will provide the Legal Secretary Services in the new Juneau-Ketchikan office which will replace the present private attorney contracts.											
	RECEIPT CODE	FUNDING SOURCE									
16.		Federal Receipts 1002									
17.		G.F. Match 1003									
18.		General Funds 1004			28,482						
19.		I-A Receipts 1005									
20.		Program Receipts 1028									
21.		Other									
FOR B&M USE ONLY											
4A KEY NUMBER _____											

8/1B1/0204-01/11

13 REQUEST FOR
NEW POSITION

AGENCY Department of Administration
PROGRAM Due Process
BRU Public Advocate
COMPONENT Public Advocate

Page _____ of _____
Revised Date _____

FY 85

1.	POSITION TITLE Administrative Officer			RANGE/STEP 17A	BARC. UNIT Supervisory	FORM 12 PAGE/LINE	GOV.	APPRDV.	DISAPP.
2.	TYPE OF POSITION PFT	STAFF MONTHS 12	RP NUMBER	PCN NUMBER New	BRU PRIORITY	LOCATION EBA	ELECTION DISTRICT	LEG.	
3.	CONTINUATION LEVEL			ADDITION	JUSTIFICATION				
4.	TYPE OF EXPENDITURE			AMOUNT					
	1	2		3					
	PERSONAL SERVICES								
5.	Salary	33,888							
6.	Benefits	5,800							
7.	Supplemental Benefits	2,077							
8.	Fixed Benefits	2,630							
9.	TOTAL PERSONAL SERVICES	01		44,395					
10.	Travel	02							
11.	Contractual	03							
12.	Commodities	04							
13.	Equipment	05							
14.	Other								
15.	TOTAL COST			44,395					
	RECEIPT CODE	FUNDING SOURCE							
16.		Federal Receipts 1002							
17.		G.F. Match 1003							
18.		General Funds 1004		44,395					
19.		I-A Receipts 1005							
20.		Program Receipts 1028							
21.		Other							
FOR B&M USE ONLY									
4A KEY NUMBER									

The position will serve as the Statewide Administrative Supervisor for the Public Advocacy Agency. Duties to include budget preparation, Office Management and other Administrative Duties.

8/1B1/0204-01/12

13 REQUEST FOR
NEW POSITION

AGENCY Department of Administration

PROGRAM Due Process

BRU Public Advocate

LCOMPONENT Public Advocate

Page of

Revised Date

FY 85

1.	POSITION TITLE Attorney VI			RANGE/STEP 26A	BARG. UNIT PX	FORM 12 PAGE/LINE	GOV.	APPROV.	DISAPP.
2.	TYPE OF POSITION PFT	STAFF MONTHS 12	RP NUMBER	PCN NUMBER New	BRU PRIORITY	LOCATION EBA	ELECTION DISTRICT	LEG.	
3.	CONTINUATION LEVEL			ADDITION	JUSTIFICATION				
4.	TYPE OF EXPENDITURE			AMOUNT					
	1	2	3						
	PERSONAL SERVICES								
5.	Salary	59,532							
6.	Benefits	10,188							
7.	Supplemental Benefits	2,550							
8.	Fixed Benefits	2,630							
9.	TOTAL PERSONAL SERVICES	01	74,900						
10.	Travel	02							
11.	Contractual	03							
12.	Commodities	04							
13.	Equipment	05							
14.	Other								
15.	TOTAL COST		74,900						
	RECEIPT CODE	FUNDING SOURCE							
16.		Federal Receipts	1002						
17.		G.F. Match	1003						
18.		General Funds	1004	74,900					
19.		I-A Receipts	1005						
20.		Program Receipts	1028						
21.		Other							
FOR B&M USE ONLY									
4A KEY NUMBER _____									

Directs the Office of Public Advocacy Agency, hires employees, sets up the organization and manages the Agency.

Handles similar types of cases as the Attorney IV position but in smaller volume due to administrative responsibilities.

8/1B1/0204-01/13

13 REQUEST FOR
NEW POSITION

AGENCY Department of Administration
PROGRAM Due Process
BRU Public Advocate
COMPONENT Public Advocate

Page of
Revised Date

FY 85

1.	POSITION TITLE Investigator				RANGE/STEP 16A	BARC. UNIT PX	FORM 12 PAGE/LINE	GOV.	APPROV.	DISAPP.
2.	TYPE OF POSITION PFT	STAFF MONTHS 12	RP NUMBER	PCN NUMBER New	BRU PRIORITY	LOCATION EBA	ELECTION DISTRICT	LEG.		
3.	CONTINUATION LEVEL				JUSTIFICATION					
4.	TYPE OF EXPENDITURE									
	1		2		3					
	PERSONAL SERVICES									
5.	Salary		31,032							
6.	Benefits		5,311							
7.	Supplemental Benefits		1,902							
8.	Fixed Benefits		2,630							
9.	TOTAL PERSONAL SERVICES		01		40,875					
10.	Travel		02							
11.	Contractual		03							
12.	Commodities		04							
13.	Equipment		05							
14.	Other									
15.	TOTAL COST				40,875					
	RECEIPT CODE				FUNDING SOURCE					
16.					Federal Receipts 1002					
17.					G.F. Match 1003					
18.					General Funds 1004					
19.					I-A Receipts 1005					
20.					Program Receipts 1028					
21.					Other					
FOR B&M USE ONLY										
4A KEY NUMBER										

Develops facts and interviews witnesses in criminal and civil cases. Assists Attorneys appointed as guardian ad litem in home studies. Requires travel as assigned in this judicial district.

8/1B1/0204-01/14

13 REQUEST FOR
NEW POSITION

AGENCY Department of Administration
 PROGRAM Due Process
 BRU Public Advocate
 COMPONENT Public Advocate

Page of
 Revised Date

FY 85

1.	POSITION TITLE Investigator				RANGE/STEP 16A	B.R.G. UNIT PX	FORM 12 PAGE/LINE	GOV.	APPROV.	DISAPP.
2.	TYPE OF POSITION PFT	STAFF MONTHS 12	RP NUMBER	PCN NUMBER New	BRU PRIORITY	LOCATION EBA	ELECTION DISTRICT	LEG.		
3.	CONTINUATION LEVEL				ADDITION		JUSTIFICATION			
4.	TYPE OF EXPENDITURE				AMOUNT					
	1		2		3					
	PERSONAL SERVICES									
5.	Salary		31,032							
6.	Benefits		5,311							
7.	Supplemental Benefits		1,902							
8.	Fixed Benefits		2,630							
9.	TOTAL PERSONAL SERVICES		01		40,875					
10.	Travel		02							
11.	Contractual		03							
12.	Commodities		04							
13.	Equipment		05							
14.	Other									
15.	TOTAL COST				40,875					
RECEIPT CODE FUNDING SOURCE										
16.			Federal Receipts 1002							
17.			G.F. Match 1003							
18.			General Funds 1004		40,875					
19.			I-A Receipts 1005							
20.			Program Receipts 1028							
21.			Other							
FOR B&M USE ONLY										
4A KEY NUMBER										

Develops facts and interviews witnesses in criminal and civil cases. Assists Attorneys appointed as guardian ad litem in home studies. Requires travel as assigned in this judicial district.

8/1B1/0204-01/15

13 REQUEST FOR
NEW POSITION

AGENCY Department of Administration
PROGRAM Due Process
BRU Public Advocate
COMPONENT Public Advocate

Page of
Revised Date

FY 85

1.	POSITION TITLE Attorney IV				RANGE/STEP 24A	BARG. UNIT PX	FORM 12 PAGE/LINE	GOV.	APPRDV.	DISAPP.
2.	TYPE OF POSITION PFT	STAFF MONTHS 12	RP NUMBER	PCN NUMBER New	BRU PRIORITY	LOCATION JBA	ELECTION DISTRICT	LEG.		
3.	CONTINUATION LEVEL				ADDITION		JUSTIFICATION			
4.	TYPE OF EXPENDITURE			AMOUNT						
	1	2	3							
	PERSONAL SERVICES									
5.	Salary	61,548								
6.	Benefits	10,533								
7.	Supplemental Benefits	2,550								
8.	Fixed Benefits	2,630								
9.	TOTAL PERSONAL SERVICES	01	77,261							
10.	Travel	02								
11.	Contractual	03								
12.	Commodities	04								
13.	Equipment	05								
14.	Other									
15.	TOTAL COST		77,261							
	RECEIPT CODE	FUNDING SOURCE								
16.		Federal Receipts	1002							
17.		G.F. Match	1003							
18.		General Funds	1004	77,261						
19.		I-A Receipts	1005							
20.		Program Receipts	1028							
21.		Other								
FOR B&M USE ONLY										
4A KEY NUMBER _____										

This position represents indigent defendants in felonies, appeals and misdemeanors; serves as guardian ad litem and provides representation in civil matters.

This position serves as senior attorney in this location with some travel necessary to other locations in this judicial district.

8/1B1/0204-01/17

13 REQUEST FOR
NEW POSITION

AGENCY Department of Administration
 PROGRAM Due Process
 BRU Public Advocate
 COMPONENT Public Advocate

Page _____ of _____
 Revised Date _____

FY 85

1.	POSITION TITLE Attorney III				RANGE/STEP 22A	BARG. UNIT PX	FORM 12 PAGE/LINE	GOV.	APPRDV.	DISAPP.
2.	TYPE OF POSITION PFT	STAFF MONTHS 12	RP NUMBER	PCN NUMBER New	BRU PRIORITY	LOCATION JBA	ELECTION DISTRICT	LEG.		
3.	CONTINUATION LEVEL				JUSTIFICATION					
4.	TYPE OF EXPENDITURE				AMOUNT					
	1		2		3					
	PERSONAL SERVICES									
5.	Salary	53,568								
6.	Benefits	9,168								
7.	Supplemental Benefits	2,550								
8.	Fixed Benefits	2,630								
9.	TOTAL PERSONAL SERVICES	01		67,916						
10.	Travel	02								
11.	Contractual	03								
12.	Commodities	04								
13.	Equipment	05								
14.	Other									
15.	TOTAL COST			67,916						
	RECEIPT CODE	FUNDING SOURCE								
16.		Federal Receipts 1002								
17.		G.F. Match 1003								
18.		General Funds 1004		67,916						
19.		I-A Receipts 1005								
20.		Program Receipts 1028								
21.		Other								
FOR B&M USE ONLY										
4A KEY NUMBER										

This position represents indigent defendants in misdemeanors when the Public Defender Agency cannot represent the defendant because of conflict; serves as guardian ad litem in cases identified by office as containing routine factual and legal issues; represents parties in civil matters.

Requires travel to other locations in this judicial district.

8/1B1/0204-01-18

13 REQUEST FOR
NEW POSITION

AGENCY Department of Administration
 PROGRAM Due Process
 BRU Public Advocate
 COMPONENT Public Advocate

Page of
 Revised Date

FY 85

1.	POSITION TITLE Legal Secretary I				RANGE/STEP 10A	BARG. UNIT GGU	FORM 12 PAGE/LINE	GOV.	APPROV.	DISAPP.
2.	TYPE OF POSITION PFT	STAFF MONTHS 12	RP NUMBER	PCN NUMBER New	BRU PRIORITY	LOCATION JBA	ELECTION DISTRICT	LEG.		
3.	CONTINUATION LEVEL				JUSTIFICATION					
4.	TYPE OF EXPENDITURE				AMOUNT					
	1		2		3					
	PERSONAL SERVICES									
5.	Salary		23,676							
6.	Benefits		4,052							
7.	Supplemental Benefits		1,451							
8.	Fixed Benefits		2,630							
9.	TOTAL PERSONAL SERVICES		01		31,809					
10.	Travel		02							
11.	Contractual		03							
12.	Commodities		04							
13.	Equipment		05							
14.	Other									
15.	TOTAL COST				31,809					
	RECEIPT CODE	FUNDING SOURCE								
16.		Federal Receipts 1002								
17.		G.F. Match 1003								
18.		General Funds 1004			31,809					
19.		I-A Receipts 1005								
20.		Program Receipts 1028								
21.		Other								
FOR B&M USE ONLY										
4A KEY NUMBER _____										

8/1B1/0204-01/19

13 REQUEST FOR
NEW POSITION

AGENCY Department of Administration
 PROGRAM Due Process
 BRU Public Advocate
 COMPONENT Public Advocate

Page _____ of _____
 Revised Date _____

FY 85

STATE OF ALASKA 1984 LEGISLATIVE SESSION
FISCAL NOTE

DRAFT

Revision Date: February 7, 1984
Page 1 of 6

REQUEST

Bill/Resolution No.: CSSB 312 (Jud)
Title: "Creation of the office of
Public Advocacy"
Sponsor: Senate Rules
Requestor: Governor
Date of Request: June 8, 1983

FISCAL DETAIL

Agency Affected: Administration
Program Category Affected: _____
BRU, Program of/Subprogram(s) Affected: _____

EXPENDITURES/REVENUES: (Thousands of Dollars)

	FY 84	FY 85	FY 86	FY 87	FY 88	FY 89
OPERATING						
100 PERSONAL SERVICES		726.6	1309.9	1375.4	1444.2	1516.4
200 TRAVEL		88.0	136.5	143.3	150.5	158.0
300 CONTRACTUAL		150.00 1458.0	808.3	848.7	891.1	935.6
400 SUPPLIES	1308.0	22.8	35.2	36.9	38.7	40.6
500 EQUIPMENT		30.9	13.7	-		
600 LAND & STRUCTURES						
700 GRANTS, CLAIMS, ETC						
800 MISCELLANEOUS		69.2				
TOTAL OPERATING		2395.5	2303.6	2404.3	2524.5	2650.6
		2336.5				
CAPITAL		-	-	-	-	-
REVENUE		-	-	-	-	-

FUNDING: (Thousands of Dollars)

GENERAL FUND		2395.5	2303.6	2404.3	2524.5	2650.6
FEDERAL FUNDS						
OTHER						
TOTAL						

POSITIONS:

FULL-TIME		18.0	26.0	26.0	26.0	26.0
PART-TIME						
TEMPORARY						

SOURCE OF FUNDS TO OFFSET FISCAL IMPACT OF BILL:

ANALYSIS: Attach a separate page for any Analysis.

Prepared By: Christine L. Dooley
Division: Administrative Services

Phone: 465-4418
Date: February 7, 1984

Approved by Commissioner: Lisa Rudd
Agency: DEPARTMENT OF ADMINISTRATION

Date: February 8, 1984

Distribution (by Agency preparing fiscal note):
Legislative Finance
Legislative Sponsor
Requestor
Office of Management and Budget
Impacted Agency(ies)

CSSB 312 (Jud)
Fiscal Note Analysis
Prepared by Administrative Services
Department of Administration

Date: February 7, 1984

DRAFT

Establishment of the Office of Public Advocacy will transfer numerous attorney functions, now being handled by the court system under contracts, to a new office with staff attorneys and guardians. The attached breakdown of budget figures as based on suggested staffing for this office provided to the Department of Administration by the Alaska Court System.

Due to the fact that the Office of Public Advocacy, like the Public Defender Agency, is a reactive agency unable to control which cases are assigned it by the court system, flexibility must be allowed the department and provides the basis for the original lump sum fiscal note presented to this committee.

A number of variables associated with transferring these attorney functions to a State agency still exist. These variables necessitate giving the Department of Administration maximum flexibility in allocation of funds between personal services and contractual and or transfer of positions from one area to another to accomplish the following:

1. Provision of quality services to indigent clients in remote bush areas by contracting with local attorney on a case-by-case basis;
2. Handling multiple-defendant conflict cases by contract where the Public Defender Agency and the Office of Public Advocacy are each already handling one defendant and have a conflict in representing additional defendant associated with the case; and
3. Transfer of attorneys, guardians, and clerical positions from one Office of Public Advocacy branch office to another as the caseloads warrant.

These projected costs are predicated upon utilization of attorneys as State employees rather than engagement of private attorneys contracted on an as-needed basis. However, some private attorney contracts will continue to be necessary in Multiple Party Conflicts and to assist the Office of Public Advocacy in remote locations.

The Department of Administration will manage the Public Advocacy FY 85 Budget Appropriation during the transition period and RSA funds to the Court System to pay the continued contract costs during this period.

It is intended that the court system will continue to handle the responsibilities of the guardianship cases in FY 85 and the completion of any open contracts until the cases are resolved. The court system will retain the seven guardian PCN's and one accounting clerk, and the Department of Administration will allocate Reimbursable Services Agreement funds to the court for these costs. In FY 86 these 8 positions will transfer to the Department of Administration.

CSSB 312 (Jud)
Fiscal Note Analysis
Prepared by Administrative Services
Department of Administration

DRAFT

Date: February 7, 1984

Department of Administration, Division of Administrative Services, has projected the need for two additional accounting technicians to handle the increased responsibilities of another division within the department. These positions are for additional workload in professional contracts, vendor payment and payroll functions for these three new offices.

This Fiscal Note is based on information from the court system on caseloads, location of cases, hours per case and costs of guardianship.

Because the Public Advocacy Office will be administered differently than in the court system, we can not guarantee that moving the function will be a cost saving matter. Neither can we guarantee the actual costs since we have used court system projections without having performed this function ourselves.

Office of Public Advocacy

FY 85 Staff Projection

DRAFT

<u>Hire Date</u>	<u>Staff</u>	<u>Position</u>	<u>Location</u>	<u>Full 12 Month P.S. Cost</u>	<u>Months Vacant</u>	<u>FY 85 Partial Cost</u>
07-01-84		Attorney VI	Anchorage (1)	\$ 74,900	0	\$ 74,900
07-01-84		Legal Secretary I	Anchorage (1)	28,482	0	28,482
09-01-84		Attorney IV	Anchorage (3)	203,748	2 mos.	169,790
		Attorney III	Anchorage (2)	119,978	2 mos.	99,982
		Legal Secretary I	Anchorage (1)	28,482	2 mos.	23,735
		Administrative Officer	Anchorage (1)	44,395	2 mos.	35,996
		Investigator	Anchorage (2)	81,750	2 mos.	68,125
11-01-84		Attorney IV	Fairbanks (1)	77,261	4 mos.	51,507
		Attorney III	Fairbanks (1)	67,916	4 mos.	45,277
		Legal Secretary I	Fairbanks (1)	31,809	4 mos.	21,206
11-01-84		Attorney IV	Juneau (1)	67,916	4 mos.	45,277
		Legal Secretary I	Juneau (1)	28,482	4 mos.	18,988
		Accounting Technician I	Juneau (2)	63,618	4 mos.	42,412
			(18)	918,737 (726,677)		726,677
			**	\$ 192,060		

** In FY 85 This personal services differential is a result of the (Phase-In) vacancies. In FY 86 these dollars are necessary for full twelve (12) month funding of these position.

NOTE: This vacancy factor of approximately 20% has been used to reduce the other line items associated with this proposed budget.

OFFICE OF PUBLIC ADVOCATE
TRANSFER TIMING CHART

Activity	FY 84				FY 85												FY 86												FY 87
	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A
Legislation to move function is passed.	_____																												
Form Transition Team and accomplish transition responsibilities.	_____																												
Court System accomplish Public Advocate ongoing duties until core office established in DOA.	_____				_____																								
DOA hire Anchorage <u>core</u> staff. Core staff sets up office.					_____																								
Hire Fairbanks <u>core</u> staff and set up office.					_____																								
Hire Ketchikan <u>core</u> staff and set up office.					_____																								
Anchorage, Fairbanks and Ketchikan offices assume responsibility for new cases.					_____																								
Court System administers FY 85 cases that were initiated before core staff hired by DOA.					_____																								
Transfer 8 Deputy Guardian positions, and cases to DOA which were in Court System by RSA during FY 85.					_____																								
Office of Public Advocate in DOA has full staff and caseload with Court System phasing out as old cases completed.					_____																								

DRAFT

Office of Public Advocacy
 Analysis of
 Proposed FY 85 Budget

	FULL YEAR COSTS	ADJUSTMENTS FOR PARTIAL YEAR FY 85	FY 85 PROPOSED BUDGET
100 PERSONNEL	1,247.6	Guardians (remain on Court System payroll for FY 85) (328.9)	
		20% Vacancy due to phase-in process (192.1)	726.6
200 TRAVEL	110.0	20% Reduction due to phase-in process (22.0)	88.0
300 CONTRACTUAL			
Space leases for 26 employees @ 200 sq. ft. @ \$2.40/sq. ft.	124.8	20% Reduction due to phase-in process (25.0)	99.8
Equipment rental, phones, postage, etc.	45.0	20% Reduction due to phase-in process (9.0)	36.0
Visitors, experts, contracted attorneys in remote locations, third-party conflict attorneys (based on information from ACS)	600.0	20% Reduction due to phase-in process (120.0)	480.0
		RSA to AK Court System for Guardians and overhead <i>reduce 100.</i> (429.0)	429.0
		RSA to AK Court System for payments to attorneys during start up <i>reduce 50.</i> (413.2)	413.2
400 COMMODITIES	28.5	20% Reduction due to phase-in process (5.7)	22.8
500 EQUIPMENT		New equipment and new office furniture 30.9	30.9
600 MISCELLANEOUS		Extraordinary travel, moving costs and other costs of setting up new agency (69.2)	69.2
	<u>2,155.9</u>		<u>2,395.5</u>

1.	POSITION TITLE Accounting Technician I				RANGE/STEP 12A	BARG. UNIT GGU	FORM 12 PAGE/LINE	GOV.	APPROV.	DISAPP.
2.	TYPE OF POSITION PET	STAFF MONTHS 12	RP NUMBER	PCN NUMBER New	BRU PRIORITY	LOCATION AWA	ELECTION DISTRICT	LEG.		
3.	CONTINUATION LEVEL				JUSTIFICATION					
4.	TYPE OF EXPENDITURE				<p>This position will provide Administrative Support in Accounting, Payroll and Professional Contract Services for the Statewide Public Advocate Offices.</p>					
	1	2	3							
	PERSONAL SERVICES									
5.	Salary	23,676								
6.	Benefits	4,052								
7.	Supplemental Benefits	1,451								
8.	Fixed Benefits	2,630								
9.	TOTAL PERSONAL SERVICES	01	31,809							
10.	Travel	02								
11.	Contractual	03								
12.	Commodities	04								
13.	Equipment	05								
14.	Other									
15.	TOTAL COST		31,809							
	RECEIPT CODE	FUNDING SOURCE								
16.		Federal Receipts 1002								
17.		G.F. Match 1003								
18.		General Funds 1004		31,809						
19.		I-A Receipts 1005								
20.		Program Receipts 1028								
21.		Other								
FOR B&M USE ONLY										
4A KEY NUMBER _____										

8/1B1/0204-01/1

13 REQUEST FOR
NEW POSITION

AGENCY Department of Administration
PROGRAM Centralized Administrative Svs.
BRU Centralized Administrative Svs.
COMPONENT Administrative Services

Page of
Revised Date

FY 85

1.	POSITION TITLE Accounting Technician I				RANGE/STEP 12A	BARG. UNIT GGU	FORM 12 PAGE/LINE	GOV.	APPRDV.	DISAPP.
2.	TYPE OF POSITION PFT	STAFF MONTHS 12	RP NUMBER	PCN NUMBER New	BRU PRIORITY	LOCATION AMA	ELECTION DISTRICT	LEG.		
3.	CONTINUATION LEVEL				JUSTIFICATION					
4.	TYPE OF EXPENDITURE									
	1	2			AMOUNT					
	PERSONAL SERVICES									
5.	Salary	23,676								
6.	Benefits	4,052								
7.	Supplemental Benefits	1,451								
8.	Fixed Benefits	2,630								
9.	TOTAL PERSONAL SERVICES	01			31,809					
10.	Travel	02								
11.	Contractual	03								
12.	Commodities	04								
13.	Equipment	05								
14.	Other									
15.	TOTAL COST				31,809					
JUSTIFICATION										
This position will provide Administrative Support in Accounting, Payroll and Professional Contract Services for the Statewide Public Advocate Offices.										
16.	RECEIPT CODE	FUNDING SOURCE								
17.		Federal Receipts	1002							
18.		G.F. Match	1003							
19.		General Funds	1004	31,809						
20.		I-A Receipts	1005							
21.		Program Receipts	1028							
		Other								
FOR B&M USE ONLY										
4A KEY NUMBER										

8/1B1/0204-01/2

13 REQUEST FOR
NEW POSITION

AGENCY Department of Administration
 PROGRAM Centralized Administrative Svs.
 BRU Centralized Administrative Svs.
 COMPONENT Administrative Services

Page of
 Revised Date

FY 85

1.	POSITION TITLE Legal Secretary I				RANGE/STEP 10A	BARC. UNIT GGU	FORM 12 PAGE/LINE	GOV.	APPROV.	DISAPP.						
2.	TYPE OF POSITION PFT	STAFF MONTHS 12	RP NUMBER	PCN NUMBER New	BRU PRIORITY	LOCATION AWA	ELECTION DISTRICT	LEG.								
3.	CONTINUATION LEVEL				JUSTIFICATION											
4.	TYPE OF EXPENDITURE				<p>This position will provide the Legal Secretary Services in the new Juneau-Ketchikan office which will replace the present private attorney contracts.</p>											
	1	2	AMOUNT								3					
	PERSONAL SERVICES															
5.	Salary	20,976														
6.	Benefits	3,590														
7.	Supplemental Benefits	1,286														
8.	Fixed Benefits	2,630														
9.	TOTAL PERSONAL SERVICES	01									28,482					
10.	Travel	02														
11.	Contractual	03														
12.	Commodities	04														
13.	Equipment	05														
14.	Other															
15.	TOTAL COST										28,482					
	RECEIPT CODE	FUNDING SOURCE														
16.		Federal Receipts 1002														
17.		G.F. Match 1003														
18.		General Funds 1004		28,482												
19.		I-A Receipts 1005														
20.		Program Receipts 1028														
21.		Other														
FOR B&M USE ONLY																
4A KEY NUMBER _____																

8/1B1/0204-01/3

13 REQUEST FOR
NEW POSITION

AGENCY Department of Administration
 PROGRAM Due Process
 BRU Public Advocate
 COMPONENT Public Advocate

Page _____ of _____
 Revised Date _____

FY 85

1.	POSITION TITLE Attorney IV			RANGE/STEP 24A	BARC. UNIT PX	FORM 12 PAGE/LINE	GOV.	APPROV.	DISAPP.
2.	TYPE OF POSITION PFT	STAFF MONTHS 12	RP NUMBER	PCH NUMBER New	BRU PRIORITY	LOCATION AWA	ELECTION DISTRICT	LEG.	
3.	CONTINUATION LEVEL			ADDITION	JUSTIFICATION				
4.	TYPE OF EXPENDITURE		AMOUNT		<p>This position represents indigent defendants in felonies, appeals and misdemeanors; serves as guardian ad litem and provides representation in civil matters.</p> <p>This position serves as senior attorney in this location with some travel necessary to other locations in this judicial district.</p>				
	1	2	3						
	PERSONAL SERVICES								
5.	Salary	53,568							
6.	Benefits	9,168							
7.	Supplemental Benefits	2,550							
8.	Fixed Benefits	2,630							
9.	TOTAL PERSONAL SERVICES	01	67,916						
10.	Travel	02							
11.	Contractual	03							
12.	Commodities	04							
13.	Equipment	05							
14.	Other								
15.	TOTAL COST		67,916						
	RECEIPT CODE	FUNDING SOURCE							
16.		Federal Receipts 1002							
17.		G.F. Match 1003							
18.		General Funds 1004		67,916					
19.		I-A Receipts 1005							
20.		Program Receipts 1028							
21.		Other							

FOR B&M USE ONLY

4A KEY NUMBER

8/1B1/0204-01/4

13 REQUEST FOR
NEW POSITION

AGENCY Department of Administration

PROGRAM Due Process

BRU Public Advocate

COMPONENT Public Advocate

Page of

Revised Date

FY 85

1.	POSITION TITLE Legal Secretary I				RANGE/STEP 10A	BARG. UNIT GGU	FORM 12 PAGE/LINE	GOV.	APPROV.	DISAPP.
2.	TYPE OF POSITION PFT	STAFF MONTHS 12	RP NUMBER	PCN NUMBER New	BPU PRIORITY	LOCATION EBA	ELECTION DISTRICT	LEG.		
3.	CONTINUATION LEVEL				JUSTIFICATION					
4.	TYPE OF EXPENDITURE				AMOUNT					
	1		2		3					
	PERSONAL SERVICES									
5.	Salary		20,976							
6.	Benefits		3,590							
7.	Supplemental Benefits		1,286							
8.	Fixed Benefits		2,630							
9.	TOTAL PERSONAL SERVICES		01		28,482					
10.	Travel		02							
11.	Contractual		03							
12.	Commodities		04							
13.	Equipment		05							
14.	Other									
15.	TOTAL COST				28,482					
16.	RECEIPT CODE	FUNDING SOURCE								
17.		Federal Receipts 1002								
18.		G.F. Match 1003								
19.		General Funds 1004		28,482						
20.		I-A Receipts 1005								
21.		Program Receipts 1028								
		Other								
FOR B&M USE ONLY										
4A KEY NUMBER _____										

This position will provide the Legal Secretary Services in the new Anchorage office which will replace the present private attorney contracts.

8/1B1/0204-01/5

13 REQUEST FOR
NEW POSITION

AGENCY Department of Administration
 PROGRAM Due Process
 BRU Public Advocate
 COMPONENT Public Advocate

Page _____ of _____
 Revised Date _____

FY 85

1.	POSITION TITLE Attorney IV				RANGE/STEP 24A	BARG. UNIT PX	FORM 12 PAGE/LINE	GOV.	APPROV.	DISAPP.
2.	TYPE OF POSITION PFT	STAFF MONTHS 12	RP NUMBER	PCN NUMBER New	BRU PRIORITY	LOCATION EBA	ELECTION DISTRICT	LEG.		
3.	CONTINUATION LEVEL				ADDITION		JUSTIFICATION			
4.	TYPE OF EXPENDITURE				AMOUNT					
	1		2		3					
	PERSONAL SERVICES									
5.	Salary		53,568							
6.	Benefits		9,168							
7.	Supplemental Benefits		2,550							
8.	Fixed Benefits		2,630							
9.	TOTAL PERSONAL SERVICES		01		67,916					
10.	Travel		02							
11.	Contractual		03							
12.	Commodities		04							
13.	Equipment		05							
14.	Other									
15.	TOTAL COST				67,916					
	RECEIPT CODE		FUNDING SOURCE							
16.			Federal Receipts 1002							
17.			G.F. Match 1003							
18.			General Funds 1004		67,916					
19.			I-A Receipts 1005							
20.			Program Receipts 1028							
21.			Other							
FOR B&M USE ONLY										
4A KEY NUMBER _____										

8/1B1/0204-01/6

13 REQUEST FOR
NEW POSITION

AGENCY Department of Administration
 PROGRAM Due Process
 BRU Public Advocate
 COMPONENT Public Advocate

Page _____ of _____
 Revised Date _____

FY 85

1.	POSITION TITLE Attorney IV				RANGE/STEP 24A	BARG. UNIT PX	FORM 12 PAGE/LINE	GOV.	APPROV.	DISAPP.	
2.	TYPE OF POSITION PFT	STAFF MONTHS 12	RP NUMBER	PCH NUMBER New	BRU PRIORITY	LOCATION EBA	ELECTION DISTRICT	LEG.			
3.	CONTINUATION LEVEL				ADDITION						
4.	TYPE OF EXPENDITURE				AMOUNT						
	1		2		3						
	PERSONAL SERVICES										
5.	Salary		53,568								
6.	Benefits		9,168								
7.	Supplemental Benefits		2,550								
8.	Fixed Benefits		2,630								
9.	TOTAL PERSONAL SERVICES		01		67,916						
10.	Travel		02								
11.	Contractual		03								
12.	Commodities		04								
13.	Equipment		05								
14.	Other										
15.	TOTAL COST				67,916						
JUSTIFICATION											
<p>This position represents indigent defendants in felonies, appeals and misdemeanors; serves as guardian ad litem and provides representation in civil matters.</p> <p>This position serves as senior attorney in this location with some travel necessary to other locations in this judicial district.</p>											
	RECEIPT CODE	FUNDING SOURCE									
16.		Federal Receipts 1002									
17.		G.F. Match 1003									
18.		General Funds 1004			67,916						
19.		I-A Receipts 1005									
20.		Program Receipts 1028									
21.		Other									
FOR B&M USE ONLY											
4A KEY NUMBER _____											

8/1B1/0204-01/7

13 REQUEST FOR
NEW POSITION

 AGENCY Department of Administration
 PROGRAM Due Process
 BRU Public Advocate
 COMPONENT Public Advocate

Page _____ of _____

Revised Date _____

FY 85

1.	POSITION TITLE Attorney IV			RANGE/STEP 24A	BARG. UNIT PX	FORM 12 PAGE/LINE	GOV.	APPROV.	DISAPP.
2.	TYPE OF POSITION PFT	STAFF MONTHS 12	RP NUMBER	PCN NUMBER New	BRU PRIORITY	LOCATION EBA	ELECTION DISTRICT	LEG.	
3.	CONTINUATION LEVEL			ADDITION	JUSTIFICATION				
4.	TYPE OF EXPENDITURE			AMOUNT	<p>This position represents indigent defendants in felonies, appeals and misdemeanors; serves as guardian ad litem and provides representation in civil matters.</p> <p>This position serves as senior attorney in this location with some travel necessary to other locations in this judicial district.</p>				
	1	2	3						
	PERSONAL SERVICES								
5.	Salary	53,568							
6.	Benefits	9,168							
7.	Supplemental Benefits	2,550							
8.	Fixed Benefits	2,630							
9.	TOTAL PERSONAL SERVICES	01	67,916						
10.	Travel	02							
11.	Contractual	03							
12.	Commodities	04							
13.	Equipment	05							
14.	Other								
15.	TOTAL COST		67,916						
	RECEIPT CODE	FUNDING SOURCE							
16.		Federal Receipts	1002						
17.		G.F. Match	1003						
18.		General Funds	1004	67,916					
19.		I-A Receipts	1005						
20.		Program Receipts	1028						
21.		Other							
FOR B&M USE ONLY									
4A KEY NUMBER _____									

8/1B1/0204-01/8

13 REQUEST FOR
NEW POSITION

AGENCY Department of Administration
 PROGRAM Due Process
 BRU Public Advocate
 COMPONENT Public Advocate

Page _____ of _____
 Revised Date _____

FY 85

1.	POSITION TITLE Attorney III			RANGE/STEP 22A	BARG. UNIT PX	FORM 12 PAGE/LINE	GOV.	APPRDV.	DISAPP.
2.	TYPE OF POSITION PFT	STAFF MONTHS 12	RP NUMBER	PCN NUMBER New	BRU PRIORITY	LOCATION EBA	ELECTION DISTRICT	LEG.	
3.	CONTINUATION LEVEL			ADDITION	JUSTIFICATION				
4.	TYPE OF EXPENDITURE			AMOUNT	<p>This position represents indigent defendants in misdemeanors when the Public Defender Agency cannot represent the defendant because of conflict; serves as guardian ad litem in cases identified by office as containing routine factual and legal issues; represents parties in civil matters.</p> <p>Requires travel to other locations in this judicial district.</p>				
	1	2	3						
	PERSONAL SERVICES								
5.	Salary	46,800							
6.	Benefits	8,009							
7.	Supplemental Benefits	2,550							
8.	Fixed Benefits	2,630							
9.	TOTAL PERSONAL SERVICES	01	59,989						
10.	Travel	02							
11.	Contractual	03							
12.	Commodities	04							
13.	Equipment	05							
14.	Other								
15.	TOTAL COST		59,989						
16.	RECEIPT CODE	FUNDING SOURCE							
17.		Federal Receipts	1002						
18.		G.F. Match	1003						
19.		General Funds	1004	59,989					
20.		I-A Receipts	1005						
21.		Program Receipts	1028						
		Other							
FOR B&M USE ONLY									
4A KEY NUMBER									

8/1B1/0204-01/9

13 REQUEST FOR
NEW POSITION

AGENCY Department of Administration
 PROGRAM Due Process
 BRU Public Advocate
 COMPONENT Public Advocate

Page of
 Revised Date

FY 85

1.	POSITION TITLE Attorney III				RANGE/STEP 22A	BARC. UNIT PX	FORM 12	PAGE/LINE	GOV.	APPRDV.	DISAPP.	
2.	TYPE OF POSITION PFT	STAFF MONTHS 12	RP NUMBER	PCN NUMBER New	BRU PRIORITY	LOCATION EBA	ELECTION DISTRICT		LEC.			
3.	CONTINUATION LEVEL				ADDITION							
4.	TYPE OF EXPENDITURE				AMOUNT							
	1		2		3							
	PERSONAL SERVICES											
5.	Salary		46,800									
6.	Benefits		8,009									
7.	Supplemental Benefits		2,550									
8.	Fixed Benefits		2,630									
9.	TOTAL PERSONAL SERVICES		01		59,989							
10.	Travel		02									
11.	Contractual		03									
12.	Commodities		04									
13.	Equipment		05									
14.	Other											
15.	TOTAL COST				59,989							
JUSTIFICATION												
<p>This position represents indigent defendants in misdemeanors when the Public Defender Agency cannot represent the defendant because of conflict; serves as guardian ad litem in cases identified by office as containing routine factual and legal issues; represents parties in civil matters.</p> <p>Requires travel to other locations in this judicial district.</p>												
16.	RECEIPT CODE	FUNDING SOURCE										
17.		Federal Receipts 1002										
18.		G.F. Match 1003										
19.		General Funds 1004		59,989								
20.		I-A Receipts 1005										
21.		Program Receipts 1028										
		Other										
FOR B&M USE ONLY												
4A KEY NUMBER												

8/1B1/0204-01/10

13 REQUEST FOR
NEW POSITION

AGENCY Department of Administration
 PROGRAM Due Process
 BRU Public Advocate
 COMPONENT Public Advocate

Page of
 Revised Date

FY 85

1.	POSITION TITLE Legal Secretary I				RANGE/STEP 10A	BARG. UNIT GGU	FORM 12 PAGE/LINE	GOV.	APPROV.	DISAPP.		
2.	TYPE OF POSITION PFT	STAFF MONTHS 12	RP NUMBER	PCN NUMBER New	BRU PRIORITY	LOCATION EBA	ELECTION DISTRICT	LEG.				
3.	CONTINUATION LEVEL				JUSTIFICATION							
4.	TYPE OF EXPENDITURE				<p>This position will provide the Legal Secretary Services in the new Juneau-Ketchikan office which will replace the present private attorney contracts.</p>							
	1		2								3	
	PERSONAL SERVICES											
5.	Salary	20,976										
6.	Benefits	3,590										
7.	Supplemental Benefits	1,286										
8.	Fixed Benefits	2,630										
9.	TOTAL PERSONAL SERVICES	01	28,482									
10.	Travel	02										
11.	Contractual	03										
12.	Commodities	04										
13.	Equipment	05										
14.	Other											
15.	TOTAL COST			28,482								
	RECEIPT CODE	FUNDING SOURCE										
16.		Federal Receipts 1002										
17.		G.F. Match 1003										
18.		General Funds 1004		28,482								
19.		I-A Receipts 1005										
20.		Program Receipts 1028										
21.		Other										
FOR B&M USE ONLY												
4A KEY NUMBER _____												

8/1B1/0204-01/11

13 REQUEST FOR
NEW POSITION

AGENCY Department of Administration
 PROGRAM Due Process
 BRU Public Advocate
 COMPONENT Public Advocate

Page _____ of _____
 Revised Date _____

FY 85

1.	POSITION TITLE Administrative Officer				RANGE/STEP 17A	BARG. UNIT Supervisor	FORM 12 PAGE/LINE	GOV.	APPROV.	DISAPP.		
2.	TYPE OF POSITION PFT	STAFF MONTHS 12	RP NUMBER	PCN NUMBER New	BRU PRIORITY	LOCATION EBA	ELECTION DISTRICT	LEG.				
3.	CONTINUATION LEVEL				JUSTIFICATION							
4.	TYPE OF EXPENDITURE				<p>The position will serve as the Statewide Administrative Supervisor for the Public Advocacy Agency. Duties to include budget preparation, Office Management and other Administrative Duties.</p>							
	1		2								3	
	PERSONAL SERVICES											
5.	Salary		33,888									
6.	Benefits		5,800									
7.	Supplemental Benefits		2,077									
8.	Fixed Benefits		2,630									
9.	TOTAL PERSONAL SERVICES		01								44,395	
10.	Travel		02									
11.	Contractual		03									
12.	Commodities		04									
13.	Equipment		05									
14.	Other											
15.	TOTAL COST										44,395	
	RECEIPT CODE	FUNDING SOURCE										
16.		Federal Receipts 1002										
17.		G.F. Match 1003										
18.		General Funds 1004		44,395								
19.		I-A Receipts 1005										
20.		Program Receipts 1028										
21.		Other										
FOR B&M USE ONLY												
4A KEY NUMBER _____												

8/1B1/0204-01/12

13 REQUEST FOR
NEW POSITION

AGENCY Department of Administration
 PROGRAM Due Process
 BRU Public Advocate
 COMPONENT Public Advocate

Page _____ of _____
 Revised Date _____

FY 85

1.	POSITION TITLE Attorney VI				RANGE/STEP 26A	BARG. UNIT PX	FORM 12 PAGE/LINE	GOV.	APPROV.	DISAPP.
2.	TYPE OF POSITION PFT	STAFF MONTHS 12	RP NUMBER	PCN NUMBER New	BRU PRIORITY	LOCATION EBA	ELECTION DISTRICT	LEG.		
3.	CONTINUATION LEVEL				JUSTIFICATION					
4.	TYPE OF EXPENDITURE				AMOUNT					
	1		2		3					
	PERSONAL SERVICES									
5.	Salary		59,532							
6.	Benefits		10,188							
7.	Supplemental Benefits		2,550							
8.	Fixed Benefits		2,630							
9.	TOTAL PERSONAL SERVICES		01		74,900					
10.	Travel		02							
11.	Contractual		03							
12.	Commodities		04							
13.	Equipment		05							
14.	Other									
15.	TOTAL COST				74,900					
16.	RECEIPT CODE	FUNDING SOURCE								
17.		Federal Receipts 1002								
18.		G.F. Match 1003								
19.		General Funds 1004				74,900				
20.		I-A Receipts 1005								
21.		Program Receipts 1028								
		Other								
FOR B&M USE ONLY										
4A KEY NUMBER _____										

Directs the Office of Public Advocacy Agency, hires employees, sets up the organization and manages the Agency.

Handles similar types of cases as the Attorney position but in smaller volume due to administrative responsibilities.

8/1B1/0204-01/13

13 REQUEST FOR
NEW POSITION

AGENCY Department of Administration

PROGRAM Due Process

BRU Public Advocate

COMPONENT Public Advocate

Page _____ of _____

Revised Date _____

FY 85

1.	POSITION TITLE Investigator				RANGE/STEP 16A	BARC. UNIT PX	FORM 12 PAGE/LINE	GOV.	APPROV.	DISAPP.
2.	TYPE OF POSITION PFT	STAFF MONTHS 12	RP NUMBER	PCN NUMBER New	BRU PRIORITY	LOCATION FBA	ELECTION DISTRICT	LEG.		
3.	CONTINUATION LEVEL				JUSTIFICATION					
4.	TYPE OF EXPENDITURE				AMOUNT					
	1		2		3					
	PERSONAL SERVICES									
5.	Salary		31,032							
6.	Benefits		5,311							
7.	Supplemental Benefits		1,902							
8.	Fixed Benefits		2,630							
9.	TOTAL PERSONAL SERVICES		01		40,875					
10.	Travel		02							
11.	Contractual		03							
12.	Commodities		04							
13.	Equipment		05							
14.	Other									
15.	TOTAL COST				40,875					
	RECEIPT CODE				FUNDING SOURCE					
16.					Federal Receipts 1002					
17.					G.F. Match 1003					
18.					General Funds 1004					
19.					I-A Receipts 1005					
20.					Program Receipts 1028					
21.					Other					
					40,875					
FOR B&M USE ONLY										
4A KEY NUMBER										

Develops facts and interviews witnesses in criminal and civil cases. Assists Attorneys appointed as guardian ad litem in home studies. Requires travel as assigned in this judicial district.

8/1B1/0204-01/14

13 REQUEST FOR
NEW POSITION

AGENCY Department of Administration
 PROGRAM Due Process
 BRU Public Advocate
 COMPONENT Public Advocate

Page of
 Revised Date

FY 85

1.	POSITION TITLE Investigator				RANGE/STEP 16A	BARG. UNIT PX	FORM 12 PAGE/LINE	GOV.	APPROV.	DISAPP.		
2.	TYPE OF POSITION PFT	STAFF MONTHS 12	RP NUMBER	PCN NUMBER New	BRU PRIORITY	LOCATION EBA	ELECTION DISTRICT	LEG.				
3.	CONTINUATION LEVEL				JUSTIFICATION							
4.	TYPE OF EXPENDITURE				Develops facts and interviews witnesses in criminal and civil cases. Assists Attorneys appointed as guardian ad litem in home studies. Requires travel as assigned in this judicial district.							
	1		2								3	
	PERSONAL SERVICES											
5.	Salary		31,032									
6.	Benefits		5,311									
7.	Supplemental Benefits		1,902									
8.	Fixed Benefits		2,630									
9.	TOTAL PERSONAL SERVICES		01								40,875	
10.	Travel		02									
11.	Contractual		03									
12.	Commodities		04									
13.	Equipment		05									
14.	Other											
15.	TOTAL COST										40,875	
	RECEIPT CODE	FUNDING SOURCE										
16.		Federal Receipts 1002										
17.		G.F. Match 1003										
18.		General Funds 1004		40,875								
19.		I-A Receipts 1005										
20.		Program Receipts 1028										
21.		Other										
FOR B&M USE ONLY												
4A KEY NUMBER												

8/1B1/0204-01/15

13 REQUEST FOR
NEW POSITION

AGENCY Department of Administration
 PROGRAM Due Process
 BRU Public Advocate
 COMPONENT Public Advocate

Page of
 Revised Date

FY 85

1.	POSITION TITLE Attorney IV			RANGE/STEP 24A	* BARG. UNIT PX	FORM 12 PAGE/LINE	COV.	APPRDV.	DISAPP.
2.	TYPE OF POSITION PFT	STAFF MONTHS 12	RP NUMBER	PCN NUMBER New	BRU PRIORITY	LOCATION JBA	ELECTION DISTRICT	LEG.	
3.	CONTINUATION LEVEL			ADDITION	JUSTIFICATION				
4.	TYPE OF EXPENDITURE			AMOUNT					
	1	2	3						
	PERSONAL SERVICES								
5.	Salary	61,548							
6.	Benefits	10,533							
7.	Supplemental Benefits	2,550							
8.	Fixed Benefits	2,630							
9.	TOTAL PERSONAL SERVICES	01	77,261						
10.	Travel	02							
11.	Contractual	03							
12.	Commodities	04							
13.	Equipment	05							
14.	Other								
15.	TOTAL COST		77,261						
	RECEIPT CODE	FUNDING SOURCE							
16.		Federal Receipts	1002						
17.		G.F. Match	1003						
18.		General Funds	1004	77,261					
19.		I-A Receipts	1005						
20.		Program Receipts	1028						
21.		Other							
FOR B&M USE ONLY									
4A KEY NUMBER _____									

This position represents indigent defendants in felonies, appeals and misdemeanors; serves as guardian ad litem and provides representation in civil matters.

This position serves as senior attorney in this location with some travel necessary to other locations in this judicial district.

8/1B1/0204-01/17

13 REQUEST FOR
NEW POSITION

AGENCY Department of Administration

PROGRAM Due Process

BRU Public Advocate

COMPONENT Public Advocate

Page of

Revised Date

FY 85

1.	POSITION TITLE Attorney III			RANGE/STEP 22A	BARG. UNIT PX	FORM 12 PAGE/LINE	GOV.	APPRDV.	DISAPP.
2.	TYPE OF POSITION PFT	STAFF MONTHS 12	RP NUMBER	PCN NUMBER New	BRU PRIORITY	LOCATION JBA	ELECTION DISTRICT	LEC.	
3.	CONTINUATION LEVEL			ADDITION	JUSTIFICATION				
4.	TYPE OF EXPENDITURE			AMOUNT	<p>This position represents indigent defendants in misdemeanors when the Public Defender Agency cannot represent the defendant because of conflict; serves as guardian ad litem in cases identified by office as containing routine factual and legal issues; represents parties in civil matters.</p> <p>Requires travel to other locations in this judicial district.</p>				
	1	2	3						
	PERSONAL SERVICES								
5.	Salary	53,568							
6.	Benefits	9,168							
7.	Supplemental Benefits	2,550							
8.	Fixed Benefits	2,630							
9.	TOTAL PERSONAL SERVICES	01	67,916						
10.	Travel	02							
11.	Contractual	03							
12.	Commodities	04							
13.	Equipment	05							
14.	Other								
15.	TOTAL COST		67,916						
	RECEIPT CODE	FUNDING SOURCE							
16.		Federal Receipts 1002							
17.		G.F. Match 1003							
18.		General Funds 1004		67,916					
19.		I-A Receipts 1005							
20.		Program Receipts 1028							
21.		Other							
FOR B&M USE ONLY									
4A KEY NUMBER _____									

8/1B1/0204-01-18

13 REQUEST FOR
NEW POSITION

AGENCY Department of Administration
PROGRAM Due Process
BRU Public Advocate
COMPONENT Public Advocate

Page _____ of _____
Revised Date _____

FY 85

1.	POSITION TITLE Legal Secretary I				RANGE/STEP 10A	BARG. UNIT GGU	FORM 12 PAGE/LINE	GOV.	APPRDV.	DISAPP.
2.	TYPE OF POSITION PFT	STAFF MONTHS 12	RP NUMBER	PCN NUMBER New	BRU PRIORITY	LOCATION JBA	ELECTION DISTRICT	LEG.		
3.	CONTINUATION LEVEL				JUSTIFICATION					
4.	TYPE OF EXPENDITURE			AMOUNT						
	1	2	3							
	PERSONAL SERVICES									
5.	Salary	23,676								
6.	Benefits	4,052								
7.	Supplemental Benefits	1,451								
8.	Fixed Benefits	2,630								
9.	TOTAL PERSONAL SERVICES	01	31,809							
10.	Travel	02								
11.	Contractual	03								
12.	Commodities	04								
13.	Equipment	05								
14.	Other									
15.	TOTAL COST	31,809								
	RECEIPT CODE	FUNDING SOURCE								
16.		Federal Receipts 1002								
17.		G.F. Match 1003								
18.		General Funds 1004		31,809						
19.		I-A Receipts 1005								
20.		Program Receipts 1028								
21.		Other								
FOR B&M USE ONLY 4A KEY NUMBER _____										

8/1B1/0204-01/19

13 REQUEST FOR
NEW POSITION

AGENCY Department of Administration

PROGRAM Due Process

BRU Public Advocate

COMPONENT Public Advocate

Page of

Revised Date

FY 85

BILL SHEFFIELD
GOVERNOR



STATE OF ALASKA
OFFICE OF THE GOVERNOR
JUNEAU

June 8, 1983

The Honorable Jalmar Kerttula
President of the Senate
Alaska State Legislature
Pouch V
Juneau, Alaska 99811

Dear Mr. President:

Under the authority of art. III, sec. 18, of the Alaska Constitution, I am transmitting a bill to create an office of public advocacy within the Department of Administration. The bill transfers responsibility for the public guardian program (AS 13.26.360 -- 13.26.410) and for administration of statutorily required advocacy services from the court system to the executive branch.

PUBLIC GUARDIANSHIP

The public guardian office, established by the legislature in 1981 (AS 13.26.370), provides guardianship and conservatorship services to incapacitated persons and minors when no one else is willing or qualified to perform in this capacity. Many of the wards are severely handicapped due to mental retardation, developmental disabilities, or mental illness. The public guardian's responsibilities for individual wards include placement; securing medical, dental, vocational, or rehabilitation services; financial management; benefits application; and personal visits.

The public guardian is also required to assist private guardians throughout the state to ensure that guardians and conservators secure the necessary services for the persons they protect. This task involves maintaining contact with community resource programs and government agencies, and producing informational and educational aids.

The court system is not qualified or equipped to handle such a social services program. By law, coroners/public administrators must serve as the public guardians, yet none of the coroner/public administrators is a social worker.

PUBLIC REPRESENTATION

The court system, by statute (AS 18.85.130(a)), appoints and compensates attorneys who represent indigent persons when the public defender agency cannot provide an attorney because of a conflict of interests. The court is also authorized by current law to appoint and pay for guardians ad litem to represent the best interests of a minor in proceedings which affect the minor's welfare (AS 09.65.130). Representation and guardian ad litem services presently are provided by contract with private law firms and by direct court appointment at hourly rates that are below customary rates charged by attorneys.

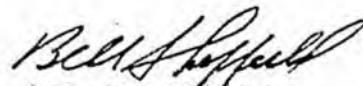
OFFICE OF PUBLIC ADVOCACY

The bill creates an office of public advocacy under the commissioner of administration, who also oversees the public defender agency. The office will be empowered to provide public guardian and guardian ad litem services as well as legal representation to indigent persons, when authorized by existing statutes. Services will be provided both by staff employed by the office and by independent contractors, subject to centralized management under the commissioner of administration.

In creating such an office, it is anticipated that it will have locations in major population areas around the state. This will permit efficient sharing of resources, including space, personnel, clerical support, and other administrative costs, with other state offices. In developing the staffing requirements and other costs, it has been determined that in many instances it will be less costly for the state to establish full-time offices with full-time employees rather than contract for these services.

The judicial branch supports transfer of the public guardian program and the management of advocacy services to the office of public advocacy. Principles of sound management and fiscal responsibility point to the desirability of this approach, and I urge passage of the bill.

Sincerely,



Bill Sheffield
Governor

Introduced: 6/9/83
Referred: Judiciary
and Finance

BY THE RULES COMMITTEE BY
REQUEST OF THE GOVERNOR

1 IN THE SENATE

2 SENATE BILL NO. 312

3 IN THE LEGISLATURE OF THE STATE OF ALASKA

4 THIRTEENTH LEGISLATURE - FIRST SESSION

5 A BILL

6 For an Act entitled: "An Act creating the office of public advocacy; and
7 providing for an effective date."

8 BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF ALASKA:

9 * Section 1. AS 44.21 is amended by adding new sections to read:

10 ARTICLE 8. OFFICE OF PUBLIC ADVOCACY.

11 Sec. 44.21.400. PUBLIC ADVOCACY OFFICE ESTABLISHED. There is
12 created in the Department of Administration an office of public advo-
13 cacy.

14 Sec. 44.21.410. POWERS AND DUTIES OF PUBLIC ADVOCACY OFFICE.

15 (a) The office of public advocacy shall

16 (1) perform the duties of the public guardian, under
17 AS 13.26.360 -- 13.26.410;

18 (2) provide visitors and experts in guardianship proceed-
19 ings, under AS 13.26.131;

20 (3) provide guardian ad litem services to children in child
21 protection actions, under AS 47.17.030(e), and to wards and respon-
22 dents in guardianship proceedings who will suffer financial hardship
23 or become dependent upon a government agency or a private person or
24 agency if the services are not provided at state expense, under
25 AS 13.26.112;

26 (4) provide legal representation to respondents in guardi-
27 anship proceedings who are financially unable to employ attorneys
28 (AS 13.26.106(b)), to indigent parties in cases involving child cus-
29 tody where the opposing party is represented by counsel provided by a

1 public agency, and to indigent parents or guardians of a minor respon-
2 dent in a commitment proceeding concerning the minor (AS 47.30.775);

3 (5) provide legal representation and guardian ad litem
4 services, under AS 09.65.130; in cases arising under the Uniform
5 Interstate Compact on Juveniles (AS 47.15); in cases involving pe-
6 titions to adopt a minor (AS 25.23.100(j)); in cases involving pe-
7 titions to remove the disabilities of a minor (AS 09.55.590); in
8 children's proceedings (AS 47.10.050(a)); and in cases involving
9 indigent persons who are entitled to representation under AS 18.85.100
10 and who cannot be represented by the public defender agency because of
11 a conflict of interests.

12 (b) The commissioner of administration may

13 (1) adopt regulations that the commissioner considers
14 necessary to implement AS 44.21.400 -- 44.21.440;

15 (2) make such reports of the office's operation as the
16 governor or legislature from time to time requests, or as may be
17 required by law;

18 (3) solicit and accept grants of funds from the federal
19 government and from private foundations, and allocate or restrict the
20 use of those funds as may be required by the grantor.

21 Sec. 44.21.420. EMPLOYMENT OF OFFICE PERSONNEL. (a) The com-
22 missioner of administration may employ guardians ad litem, public
23 guardians, clerical staff, and other assistants considered necessary
24 by the commissioner to perform the duties set out in AS 44.21.410.
25 Employees under this subsection are in the classified service under
26 AS 39.25.100.

27 (b) The commissioner of administration may employ attorneys as
28 required to perform the duties set out in AS 44.21.410. Attorneys
29 employed by the commissioner of administration in the office of public

1 advocacy are in the partially exempt service under AS 39.25.120.

2 (c) The commissioner of administration may contract for services
3 of court-appointed visitors and experts required to perform the duties
4 of AS 44.21.410. The commissioner may contract with attorneys to
5 provide legal representation and with other persons to provide guardi-
6 an ad litem services, as required to perform the duties set out in
7 AS 44.21.410. The commissioner may determine the rate of compensation
8 for contractual services, taking into account the time involved, the
9 skill and experience required, and other pertinent factors.

10 Sec. 44.21.430. ATTORNEYS ENGAGED BY PUBLIC ADVOCACY OFFICE.

11 (a) Attorneys employed by the office or retained under contract to
12 provide legal representation must be admitted to the practice of law
13 in this state.

14 (b) Attorneys employed by the office may not engage in the
15 private practice of law. This prohibition does not apply to attorneys
16 who provide services to the office as independent contractors.

17 Sec. 44.21.440. CONFLICTS OF INTERESTS. All services and legal
18 representation rendered by the office of public advocacy, whether
19 performed under contract or by employees of the office, must be pro-
20 vided in a manner that avoids conflicts of interests.

21 * Sec. 2. AS 09.55.590(e) is amended to read:

22 (e) The court may appoint an attorney or a guardian ad litem to
23 represent the interests of the petitioner at the hearing. Appointment
24 of an attorney or guardian ad litem must be made under the terms of
25 AS 09.65.130.

26 * Sec. 3. AS 09.65.130 is amended to read:

27 Sec. 09.65.130. REPRESENTATION OF MINOR [CHILD]. (a) In an
28 action involving a question of the custody, support, or visitation of
29 a minor, the [THE] court may, upon the motion of a [EITHER] party to

1 the action or upon its own motion, appoint the office of public advo-
2 cacy [AN ATTORNEY] to represent the minor with respect to [HIS] custo-
3 dy, support, and visitation or in any other legal proceeding involving
4 the minor's [HIS] welfare. When custody, support, or visitation is
5 [ARE] at issue in a divorce, it is the responsibility of the parties
6 or their counsel to notify the court that such a matter is [THOSE
7 MATTERS ARE] at issue. Upon notification, the court shall determine
8 whether the minor [CHILD] should have legal representation or other
9 services and shall make a finding on the record before trial. The
10 court shall notify the office of public advocacy if legal representa-
11 tion or other services are required. The court shall enter an order
12 for costs, fees, and disbursements in favor of the state [CHILD'S
13 ATTORNEY] and may further order that other services be provided for
14 the protection of the minor [CHILD].

15 (b) If custody, support, or visitation is at [AN] issue, the
16 order for costs, fees, and disbursements must [SHALL] be made against
17 either or both parents, except that, if one of the parties responsible
18 for the costs is indigent, the costs, fees, and disbursements for that
19 party must [SHALL] be borne by the state. If either party or both
20 parents are only temporarily without funds, [AS DETERMINED BY THE
21 COURT,] the office of public advocacy shall provide [COURT MAY ADVANCE
22 PAYMENT FOR] legal representation or other services required by the
23 court [RENDERED TO THE CHILD]; however, no repayment may be required
24 of a party who is [FOR THOSE WHO ARE] receiving legal services for the
25 indigent. The attorney general is responsible for enforcing collec-
26 tions owed the state [COURT], and repayment must [SHALL] be made
27 [DIRECTLY] to the Department of Revenue under AS 37.10.050 for deposit
28 in the general fund [COURT UNDER THE PROVISIONS OF RULES GOVERNING THE
29 ADMINISTRATION OF THE COURTS]. The court shall, if possible, avoid

1 assigning costs to only one party by ordering that costs of the mi-
2 nor's [CHILD'S] legal representation or other services be paid from
3 proceeds derived from a sale of property belonging to both parties,
4 before a division of property is made.

5 (c) Instead of, or in addition to, appointment of an attorney
6 under (a) of this section, the court may, upon the motion of either
7 party or upon its own motion, appoint the office of public advocacy
8 [AN ATTORNEY OR OTHER PERSON] to provide [SERVE AS] guardian ad litem
9 services to [REPRESENT THE BEST INTERESTS OF] a minor in any legal
10 proceedings involving the minor's [HIS] welfare. The court shall
11 require [APPOINT] a guardian ad litem when, in the opinion of the
12 court, representation of the minor's [CHILD'S] best interests, to be
13 distinguished from the minor's [HIS] preferences, would serve the
14 welfare of the minor [CHILD]. [THE PERSON APPOINTED UNDER (a) OF THIS
15 SECTION MAY ALSO BE APPOINTED AS GUARDIAN AD LITEM UNDER THIS SUB-
16 SECTION.] The court in its order appointing the office of public
17 advocacy [A GUARDIAN AD LITEM] shall limit the duration of the
18 appointment of the guardian ad litem to the pendency of the legal
19 proceedings affecting the minor's [CHILD'S] interests, and shall
20 outline the guardian ad litem's responsibilities and limit the guard-
21 ian ad litem's [HIS] authority to those matters related to [HIS]
22 effective representation of the minor's [CHILD'S] best interests in
23 the pending legal proceeding. The office of public advocacy [COURT]
24 shall make every reasonable effort to provide [APPOINT] a guardian ad
25 litem from among persons in the community where the minor's [CHILD'S]
26 parents or the person having legal custody or guardianship of the
27 minor's [CHILD'S] person reside. When custody, support, or visitation
28 is [ARE] at issue in a divorce, it is the responsibility of the
29 parties or their counsel to notify the court that such a matter is

1 [THESE MATTERS ARE] at issue. Upon notification, the court shall
2 determine if the minor's [CHLLD'S] best interests need representation
3 or if the minor [CHILD] needs other services and shall make a finding
4 on the record before trial. The court shall notify the office of
5 public advocacy if guardian ad litem services are required. The court
6 shall enter an order for costs, fees, and disbursements in favor of
7 the state [CHILD'S GUARDIAN AD LITEM] and may further order that other
8 services be provided for the protection of the minor [CHILD].

9 * Sec. 4. AS 13.26.106(b) is amended to read:

10 (b) The respondent is entitled to be represented by an attorney
11 in the proceedings. If the respondent is financially unable to employ
12 an attorney [TO REPRESENT HIM], the court shall appoint the office of
13 public advocacy (AS 44.21.400), under AS 13.26.131, [AN ATTORNEY] to
14 represent the respondent in the proceedings.

15 * Sec. 5. AS 13.26.106 is amended by adding a new subsection to
16 read:

17 (d) Appointment of the visitor and the expert under (c) of this
18 section must be made through the office of public advocacy (AS 44.-
19 21.400), under AS 13.26.131.

20 * Sec. 6. AS 13.26.112(b) and (c) are amended to read:

21 (b) The office of public advocacy shall provide guardian ad
22 litem services to persons who would suffer financial hardship or
23 become dependent upon a government agency or a private person or
24 agency if the services are not provided at state expense.

25 (c) The guardian ad litem shall assist the ward or respondent in
26 determining his or her interests in regard to the legal proceedings in
27 which he or she is involved. If the ward or respondent is entirely
28 incapable of determining his or her own interests, the guardian ad
29 litem shall make that determination and advise the court and counsel

1 for all parties accordingly. The guardian ad litem shall

2 (1) inquire thoroughly into all the circumstances that a
3 prudent individual in the position of the ward or respondent would
4 consider in determining his or her own interests in the proceedings;
5 and

6 (2) encourage the ward or respondent to participate, to the
7 maximum extent of his or her capability, in all decisions and to act
8 on his or her own behalf on all matters in which the ward or respon-
9 dent [HE] is able.

10 (d) [(c)] The attorney of the ward or respondent may also be the
11 guardian ad litem for the ward or respondent if there is no other
12 party readily available and able to serve as a guardian ad litem and
13 whose interests would not conflict with those of the ward or respon-
14 dent.

15 * Sec. 7. AS 13.26.360 is amended to read:

16 Sec. 13.26.360. PURPOSE. The legislature recognizes that many
17 Alaskans, for reasons of incapacity or minority, are in need of a
18 guardian or conservator. Often these persons cannot find a person
19 able and willing to serve as guardian or conservator. The legislature
20 intends through AS 13.26.360 -- 13.26.410 to establish the function
21 [OFFICE] of public guardian for the purpose of furnishing guardianship
22 and conservatorship services. It further intends by establishing this
23 function [OFFICE] to provide assistance to guardians throughout the
24 state in securing necessary services for their wards and to assist the
25 courts, attorneys, visitors, respondents, and proposed guardians in
26 the orderly and expeditious handling of guardianship proceedings.

27 * Sec. 8. AS 13.26.370(a) is amended to read:

28 (a) The office of public advocacy (AS 41.21.400) shall serve as
29 the public guardian [PUBLIC ADMINISTRATOR (AS 22.15.310) SHALL ALSO

1 ACT AS THE PUBLIC GUARDIAN FOR THE JUDICIAL DISTRICT FOR WHICH HE IS
2 APPOINTED].

3 * Sec. 9. AS 18.85.110(d) is amended to read:

4 (d) If a court determines that the person is entitled to be
5 represented by an attorney at public expense, it shall promptly notify
6 the agency or the office of public advocacy, or assign a private
7 attorney to represent the person [FOR HIM] under AS 18.85.130.

8 * Sec. 10. AS 18.85.110(e) is amended to read:

9 (e) Upon notification or assignment under this section, the
10 agency, office of public advocacy, or assigned private attorney shall
11 represent the person with respect to whom the notification or assign-
12 ment is made.

13 * Sec. 11. Sec. AS 18.85.130(a) is amended to read:

14 (a) For cause, the court may, on its own motion or upon the
15 application of the public defender or the office of public advocacy,
16 appoint an attorney other than the public defender or the office of
17 public advocacy to represent the indigent person at any stage of the
18 proceedings or on appeal. [THE PRIVATE ATTORNEY SHALL BE AWARDED REA-
19 SONABLE COMPENSATION ACCORDING TO A SCHEDULE OF FEES PROMULGATED BY
20 THE SUPREME COURT AND REIMBURSEMENT FOR EXPENSES NECESSARILY INCURRED.
21 THIS SHALL BE PAID BY THE COURT SYSTEM.]

22 * Sec. 12. AS 22.15.310 is amended to read:

23 Sec. 22.15.310. APPOINTMENT. When authorized by the supreme
24 court, the presiding judge in each judicial district shall appoint a
25 person to act as public administrator of the estates of deceased
26 persons and [,] as coroner [, AND AS PUBLIC GUARDIAN].

27 * Sec. 13. AS 22.15.350 is amended to read:

28 Sec. 22.15.350. OTHER DUTIES. In addition to the other duties
29 of a public administrator, the public administrator shall perform the

1 duties set out in AS 22.15.110 and AS 12.65.020 -- 12.65.110 [AND
2 SHALL PERFORM THE DUTIES OF PUBLIC GUARDIAN AS SET OUT IN AS 13.26.360
3 -- 13.26.410].

4 * Sec. 14. AS 39.25.120(c)(3) is amended to read:

5 (3) attorney members of the staff of the Department of Law,
6 [AND] of the public defender agency, and of the office of public
7 advocacy in the Department of Administration;

8 * Sec. 15. AS 47.15.050 is amended to read:

9 Sec. 47.15.050. ATTORNEY OR GUARDIAN AD LITEM [FEES]. Appoint-
10 ment of an attorney [A COUNSEL] or guardian ad litem [APPOINTED] under
11 the provisions of this compact [MAY BE PAID AS PROVIDED IN THE RULES
12 GOVERNING THE ADMINISTRATION OF ALL COURTS] must be made under AS 09.-
13 65.130 or AS 44.21.400 -- 44.21.440.

14 * Sec. 16. AS 47.17.030(e) is amended to read:

15 (e) In all actions taken by the department or a health and
16 social services agency of a local government under this chapter that
17 result in a judicial proceeding, the child must [SHALL] be represented
18 by a guardian ad litem in that proceeding. Appointment of a guardian
19 ad litem must be made under AS 09.65.130.

20 * Sec. 17. AS 47.30.775 is amended to read:

21 Sec. 47.30.775. COMMITMENT OF MINORS. The provisions of AS 47.-
22 30.700 -- 47.30.815 apply to minors. However, all notices required to
23 be served on the respondent in AS 47.30.700 -- 47.30.815 must [SHALL]
24 also be served on the parent or guardian of a respondent who is a
25 minor, and parents or guardians of a minor respondent must [SHALL] be
26 notified that they may appear as parties in any commitment proceeding
27 concerning the minor and that as parties they are entitled to retain
28 their own attorney or have the office of public advocacy [ONE] ap-
29 pointed for them by the court. A minor respondent has the same rights

1 to waiver and informed consent as an adult respondent under AS 47.-
2 30.660 -- 47.30.915; however, the minor must [HE SHALL] be represented
3 by counsel in waiver and consent proceedings.
4 * Sec. 18. This Act takes effect July 1, 1984.

COMMITTEE REPORT
SENATE

6/9/83

FURTHER: Finance

Date: JAN. 20, 1984

Mr. President:

The Committee on Judiciary has had SB 312
Creating the office of public advocacy;efd.

under consideration and (a majority of the committee) (the committee) reports it back with the following recommendations:

- do pass do not pass
- do pass with attached amendments(s)
- replace with CS for SB 312 (Jud) same title
 new title
- and recommends _____
- AND attaches a "Letter of Intent" New Fiscal Note
- reports it back without recommendation
- referred to the _____ Committee

MEMBERS SIGNING
DO PASS

2

[Handwritten signatures]

MEMBERS HAVING
OTHER RECOMMENDATIONS:

Bill Ray

CHAIRMAN

DO PASS

Chronological listing
Fiscal Notes for SB 312

- SB 312 - Act creating the office of public advocacy; and providing for an effective date.
- June 3, 1983 - Fiscal Note from Dept. of Administration, Administrative Services Division
FY 85 funding of \$1,806.2 in general funds
- January 16, 1984 - Revised Fiscal Note from the Dept. of Administration, Administrative Services Division, FY 85 funding of \$2,395.5 in general funds
- January 17, 1984 - Fiscal Note from the Alaska Court System showing FY 85 transfer of \$2,395.5 in general funds to the Dept. of Administration

STATE OF ALASKA 1984 LEGISLATIVE SESSION
FISCAL NOTE

Revision Date: _____

REQUEST

Bill/Resolution No.: SB 312
Title: Creating Office of Public Advocacy

Sponsor: _____
Requestor: _____
Date of Request: _____

FISCAL DETAIL

Agency Affected: Alaska Court System
Program Category Affected: Justice

BRU, Program or Subprogram(s) Affected: Alaska Court System

EXPENDITURES/REVENUES: (Thousands of Dollars)

	FY 84	FY 85	FY 86	FY 87	FY 88	FY 89
OPERATING		(328.9)				
100 PERSONAL SERVICES						
200 TRAVEL						
300 CONTRACTUAL		(2,066.6)				
400 SUPPLIES						
500 EQUIPMENT						
600 LAND & STRUCTURES						
700 GRANTS, CLAIMS						
800 MISCELLANEOUS						
TOTAL OPERATING		(2,395.5)				
CAPITAL						
REVENUE						

FUNDING: (Thousands of Dollars)

GENERAL FUND	(2,395.5)				
FEDERAL FUNDS					
OTHER					
TOTAL	(2,395.5)				

POSITIONS:

FULL-TIME					
PART-TIME					
TEMPORARY					

SOURCE OF FUNDS TO OFFSET FISCAL IMPACT OF BILL:

ANALYSIS: Attach a separate page for analysis

Prepared By: Robert G. Fisher Phone: 264-0561
Division: Alaska Court System Date: 1/17/84

Approved by Commissioner: *[Signature]* Date: 1/17/84
Agency: Alaska Court System

Distribution (by Agency preparing fiscal note):

- Legislative Finance
- Legislative Sponsor
- Requestor
- Office of Management and Budget
- Impacted Agency(ies)

12/1/83

ANALYSIS OF SB 312

The FY 85 budget for the Court System contains \$2,393,500 of funds for the functions being transferred to the Department of Administration by this bill. In the transfer of the guardian function, the Court System will maintain the existing eight (8) positions until the Department of Administration has established its organization and offices around the state. At that time the positions will be transferred to the Department of Administration.

STATE OF ALASKA 1984 LEGISLATIVE SESSION
FISCAL NOTE

Revision Date: January 16, 1984
Page 1 of 3

<p>REQUEST Bill/Resolution No.: SB 312 Title: "Creating the Office of Public Advocacy" Sponsor: Senate Rules Requestor: Governor Date of Request: June 8, 1983</p>	<p>FISCAL DETAIL Agency Affected: Administration Program Category Affected: BRU, Program of Subprogram(s) Affected: Office of Public Advocacy</p>
---	--

EXPENDITURES/REVENUES: (Thousands of Dollars)

	FY 84	FY 85	FY 86	FY 87	FY 88	FY 89
OPERATING						
100 PERSONAL SERVICES						
200 TRAVEL						
300 CONTRACTUAL						
400 SUPPLIES						
500 EQUIPMENT						
600 LAND & STRUCTURES						
700 GRANTS, CLAIMS, ETC						
800 MISCELLANEOUS		2,395.5	2,635.1	2,754.8	2,874.6	2,994.4
TOTAL OPERATING	0	2,395.5	2,635.1	2,754.8	2,874.6	2,994.4
CAPITAL	0					
REVENUE	0					

FUNDING: (Thousands of Dollars)

GENERAL FUND	0	2,395.5	2,635.1	2,754.8	2,874.6	2,994.4
FEDERAL FUNDS						
TOTAL						

POSITIONS:

FULL-TIME	0	18.0	26.0	26.0	26.0	26.0
PART-TIME		0	0	0	0	0
TEMPORARY		0	0	0	0	0

SOURCE OF FUNDS TO OFFSET FISCAL IMPACT OF BILL:

Offset of equal value from Alaska Judicial System

ANALYSIS: Attach a separate page for any Analysis.

Prepared By: Christine L. Dooley *Christine L. Dooley* Phone: 465-4418
 Division: Administrative Services *Kewala* Date: January 16, 1984
 Approved by Commissioner: Lisa Rudd *LJR* Date: January 16, 1984
 Agency: DEPARTMENT OF ADMINISTRATION

Distribution (by Agency preparing fiscal note):
 Legislative Finance
 Legislative Sponsor
 Requestor
 Office of Management and Budget
 Impacted Agency(ies)

Senate Bill 312
Fiscal Note Analysis
Prepared by Administrative Services
Department of Administration

Date: January 17, 1984

These projected costs are predicated upon utilization of attorneys as State employees rather than engagement of private attorneys on contract on an as-needed basis at higher than annual salary rates. Some contractual activity will continue to be necessary as third party conflicts arise (approximately 10% of the Public Advocacy caseload).

The Department of Administration will manage the entire Public Advocacy FY 85 Budget Appropriation during the transition period and on into the complete changeover of the agency.

It is intended that the Court System will continue to handle the responsibilities of the guardianship cases of FY 85 and the completion of any open contracts until the cases are resolved. The Court System will retain the seven guardian PCN's as well as one accounting clerk for this purpose and the Department of Administration will allocate Reimbursable Services Agreement funds to the Court for the costs as well as any third party conflict contract costs that the Court System incurs until FY 86 at which time the guardianship functions and these PCN's will transfer to Department of Administration.

Department of Administration, Division of Administrative Services, has added two additional accounting technicians to the administrative staff to handle the increased responsibilities of another division within the department. These positions are for additional professional contract, vendor payment and payroll functions for these three new offices.

This Fiscal Note is based on information from the Court System on case loads, location of cases, hours per case and costs of guardianship.

Because the Public Advocacy Office will be administered differently than in the Court System, we are not convinced that moving the function will be a cost saving matter. Neither can we guarantee the actual costs since we have used Court System projections without having performed this function ourselves.

4/3D1/0118-01

OFFICE OF PUBLIC ADVOCATE
TRANSFER TIMING CHART

FY 84 | FY 85 | FY 86 | FY 87
 A M J J A S O N D J F M A M J J A S O N D J F M A M J J A

Activity

Court System accomplish
 Public Advocate duties.

Introduce and pass legisla-
 tion.

Form Transition Team and
 accomplish transition
 responsibilities.

DOA hire Anchorage core
 staff Core staff sets up
 office.

Hire Fairbanks core staff
 and set up office.

Hire Ketchikan core staff
 and set up office.

Anchorage, Fairbanks and
 Ketchikan offices assume
 responsibility for new cases.

Court System administers
 FY 85 cases until comple-
 tion.

Transfer Deputy Guardian
 positions, staff and cases
 to DOA.

DOA begins phase in of
 Public Advocate staff.

Office of Public Advocate
 has full staff and caseload.

STATE OF ALASKA
FISCAL NOTE

Revision Date: _____, 1983

I. REQUEST

Bill/Resolution No.: SB312
 Title: "Creating Office of Public Advocacy"
 Sponsor: Senate Rules by Gov. Request
 Requester: _____

II. FISCAL DETAIL

Agency Affected: Administration
 Program Category Affected: _____
 BRU, Program of Subprogram(s) Affected: Office of Public Advocacy

EXPENDITURES/REVENUES: (Thousands of Dollars)

	FY 83	FY 84	FY 85	FY 86	FY 87	FY 88
OPERATING						
100 PERSONAL SERVICES		214.1				
200 TRAVEL		14.6				
300 CONTRACTUAL		53.0				
400 COMMODITIES		2.2				
500 EQUIPMENT		38.2				
600 LAND & STRUCTURES		2.2				
700 GRANTS, CLAIMS, ETC						
800 Unallocated			1,806.2	2,023.2	2,225.5	2,448.1
TOTAL OPERATING		324.1	1,806.2	2,023.2	2,225.5	2,448.1
CAPITAL						
REVENUE						

FUNDING: (Thousands of Dollars)

GENERAL FUND			1,806.2	2,023.2	2,225.5	2,448.1
FEDERAL FUNDS						
OTHER (Specify Source)						
Judicial System RSA		324.1				

POSITIONS:

FULL-TIME		12.0	31.0	31.0	31.0	31.0
PART-TIME						
TEMPORARY						

III. SOURCE OF FUNDS TO OFFSET FISCAL IMPACT OF BILL: Alaska Judicial System

IV. ANALYSIS: Attach a separate page for any Analysis

Prepared By : Kenneth R. Ryals
 Division: Administrative Services

Phone: 465-2277
 Date: June 3, 1983

Approved by Commissioner: Lisa Rudd
 Department: ADMINISTRATION

Date: June 3, 1983

Distribution:

- Original to Legislative Finance
- Copy to Office of Management and Budget (for Legislature introduced bills)
- Copy to Department (for Governor introduced bills)
- Copy to Sponsor
- Copy to Requestor (if different from Sponsor)

3/8/83

IV. ANALYSIS: The cost factors within the Alaska Judicial System's budget for these advocacy services were primarily contractual in nature, with only nine State employees assigned to staff work. The projected cost effectiveness of the proposed legislation is predicated upon full utilization of professional counsel as staff, rather than engagement of private attorneys on an as-needed basis at higher rates. It is impossible at this time to accurately estimate the most cost-effective ratio between staff and contractual activity for Fiscal Years 85 and beyond. The transition team, funded in FY84, will be charged with that responsibility. Until that detailed analysis can be accomplished, this fiscal note merely represents the Court System's estimate of their contractual obligations, less \$500,000, for FY85 through FY88.

OFFICE OF PUBLIC ADVOCATE
TRANSFER TIMING CHART

Activity	FY 83			FY 84												FY 85					FY 86									
	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	
Court System accomplish Public Advocate duties.																														
Introduce and pass legislation.																														
Form task force and accomplish task force responsibilities.																														
DOA hire Anchorage core staff Core staff sets up office.																														
Hire Fairbanks core staff and set up office.																														
Hire Ketchikan core staff and set up office.																														
Anchorage, Fairbanks and Ketchikan offices assume responsibility for new cases.																														
Court System administers FY 84 cases until completion.																														
Transfer Deputy Guardian positions, staff and cases to DOA.																														
DOA begins phase in of Public Advocate staff. (See Appendix 3 for details.)																														
Office of Public Advocate has full staff and caseload.																														

FY '84 Set-up/Transition Costs

Personnel Services:

Anchorage

Attorney V	8 months	\$39,488	
Attorney IV	4 months	17,764	
Administrative Officer	8 months	25,416	
Accounting Technician I	6 months	11,838	
Accounting Clerk III	4 months	6,992	
Secretary	8 months	13,984	
Investigator	4 months	<u>8,944</u>	

\$124,476

Fairbanks

Attorney IV	2 months	8,882	
Secretary	2 months	<u>3,496</u>	

12,378

Ketchikan

Attorney IV	2 months	8,882	
Secretary	2 months	<u>3,496</u>	

12,378

DAS Juneau

Accounting Technician III	6 months	<u>15,438</u>	
---------------------------	----------	---------------	--

15,438

\$164,670

Benefits 30% 49,401

Personnel SOS Costs: \$214,071

Anchorage

Travel:

Attorney IV and
Administrative Officer II

to Juneau 12 trips @ 550.00 each
for 3 days \$6,600

to Fairbanks 4 trips @ 500.00
each for 3 days \$2,000

to Ketchikan 4 trips @ \$700.00
each for 3 days \$2,800

Juneau

Accounting Technician III

to Anchorage 2 trips at \$550.00
each for 3 days \$11,000

to Fairbanks 2 trips @ \$700.00
each for 3 days \$1,400

to Ketchikan 2 trips @ \$390.00
each for 3 days \$780.00

Travel Costs: \$ 14,580

Contractual:

Anchorage

Communications	12,000	
Office Space	22,000	
[1000 SF @ \$2.00 for 11 months]		
Copier Costs	<u>11,000</u>	<u>45,000</u>

Fairbanks

Communications	1,000	
Office Space	4,000	
[1000 SF @ \$2.00 for 4 months]		
Copier Costs	<u>1,000</u>	<u>6,000</u>

Ketchikan

Communications	1,000	
Copier Costs	<u>1,000</u>	<u>2,000</u>

Contractual Costs: 53,000

Commodities:

Anchorage

Office Supplies (40/staff month)	1,680
-------------------------------------	-------

Fairbanks

Office Supplies (\$40/staff month)	160
---------------------------------------	-----

Ketchikan

Office Supplies (\$40/staff month)	160
---------------------------------------	-----

Juneau

Office Supplies (\$40/staff month)	240
---------------------------------------	-----

Commodities Costs: \$2,240

Equipment:	<u>Anchorage</u>		
	Attorney V	3,800	
	Attorney IV	3,800	
	Administrative Officer II	3,800	
	Accounting Technician I	2,400	
	Accounting Clerk III	2,400	
	Secretary	3,000	
	Investigator	3,000	<u>22,200</u>
	<u>Fairbanks</u>		
	Attorney IV	3,800	
	Secretary	3,000	<u>6,800</u>
	<u>Juneau</u>		
	Accounting Technician	2,400	<u>2,400</u>
	Building Costs:		<u>\$38,200</u>
Lands/ Building	<u>Ketchikan</u>		
	ASHA	2,000	<u>2,000</u>
	Building Costs:		<u>\$2,000</u>
	FY '84 Costs for Start-up Only		<u>\$324,091</u>

STAFFING COMPARISONS

<u>POSITION</u>	<u>RANGE</u>	<u>COURT SYSTEM</u>	<u>DEPT OF ADMIN</u>	<u>OMB</u>
OFFICE OF PUBLIC ADVOCACY				
Attorney V	26	1	1	1
Attorney IV	24	5	5	5
Attorney II	22	2	3	3
Investigator	14	1	2	2
Dep Guard	16	7	7	7
Admin Officer	19	-	1	1
Accounting Technician (12)	12	1	1	1
Accounting Clerk III	10	-	3	-
Secretary	10	<u>5</u>	<u>4</u>	<u>4</u>
OPA TOTAL		22	27	24
ADMINISTRATIVE SERVICES				
Accounting Clerk III	10	-	2	-
Accounting Tech I	12	-	1	-
Accounting Tech II	14	<u>-</u>	<u>1</u>	<u>-</u>
ADMIN SERVICES TOTAL		0	4	0
GRAND TOTAL		22	31	24

STATE OF ALASKA
FISCAL NOTE

Revision Date: _____, 1983

I. REQUEST

Bill/Resolution No.: 58312
Title: "Creating Office of Public Advocacy"
Sponsor: Senate Rules by Gov. Request
Requester: _____

II. FISCAL DETAIL

Agency Affected: Administration
Program Category Affected: _____
BRU, Program of Subprogram(s) Affected: Office of Public Advocacy

EXPENDITURES/REVENUES: (Thousands of Dollars)

	FY 83	FY 84	FY 85	FY 86	FY 87	FY 88
OPERATING						
100 PERSONAL SERVICES		214.1				
200 TRAVEL		14.6				
300 CONTRACTUAL		53.0				
400 COMMODITIES		2.2				
500 EQUIPMENT		38.2				
600 LAND & STRUCTURES		2.2				
700 GRANTS, CLAIMS, ETC						
800 Unallocated			1,806.2	2,023.2	2,225.5	2,448.1
TOTAL OPERATING		324.1	1,806.2	2,023.2	2,225.5	2,448.1
CAPITAL						
REVENUE						

FUNDING: (Thousands of Dollars)

GENERAL FUND			1,806.2	2,023.2	2,225.5	2,448.1
FEDERAL FUNDS						
OTHER (Specify Source)						
Judicial System RSA		324.1				

POSITIONS:

FULL-TIME		12.0	31.0	31.0	31.0	31.0
PART-TIME						
TEMPORARY						

III. SOURCE OF FUNDS TO OFFSET FISCAL IMPACT OF BILL: Alaska Judicial System

IV. ANALYSIS: Attach a separate page for any Analysis

Prepared By : Kenneth R. Ryals *Kenn Ryals*
Division: Administrative Services

Phone: 465-2277
Date: June 3, 1983

Approved by Commissioner: Lisa Rudd *Lisa Rudd*
Department: ADMINISTRATION

Date: June 3, 1983

Distribution:

- Original to Legislative Finance
- Copy to Office of Management and Budget (for Legislature introduced bills)
- Copy to Department (for Governor introduced bills)
- Copy to Sponsor
- Copy to Requestor (if different from Sponsor)

3/8/83

IV. ANALYSIS: The cost factors within the Alaska Judicial System's budget for these advocacy services were primarily contractual in nature, with only nine State employees assigned to staff work. The projected cost effectiveness of the proposed legislation is predicated upon full utilization of professional counsel as staff, rather than engagement of private attorneys on an as-needed basis at higher rates. It is impossible at this time to accurately estimate the most cost-effective ratio between staff and contractual activity for Fiscal Years 85 and beyond. The transition team, funded in FY84, will be charged with that responsibility. Until that detailed analysis can be accomplished, this fiscal note merely represents the Court System's estimate of their contractual obligations, less \$500,000, for FY85 through FY88.

OFFICE OF PUBLIC ADVOCATE
TRANSFER TIMING CHART

Activity	FY 83			FY 84												FY 85					FY 86									
	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	
Court System accomplish Public Advocate duties.																														
Introduce and pass legislation.																														
Form task force and accomplish task force responsibilities.																														
DOA hire Anchorage core staff Core staff sets up office.																														
Hire Fairbanks core staff and set up office.																														
Hire Ketchikan core staff and set up office.																														
Anchorage, Fairbanks and Ketchikan offices assume responsibility for new cases.																														
Court System administers FY 84 cases until completion.																														
Transfer Deputy Guardian positions, staff and cases to DOA.																														
DOA begins phase in of Public Advocate staff. (See Appendix 3 for details.)																														
Office of Public Advocate has full staff and caseload.																														

FY '84 Set-up/Transition Costs

Personnel Services:

Anchorage

Attorney V	8 months	\$39,488	
Attorney IV	4 months	17,764	
Administrative Officer	8 months	25,416	
Accounting Technician I	6 months	11,838	
Accounting Clerk III	4 months	6,992	
Secretary	8 months	13,984	
Investigator	4 months	<u>8,944</u>	

\$124,476

Fairbanks

Attorney IV	2 months	8,882	
Secretary	2 months	<u>3,496</u>	

12,378

Ketchikan

Attorney IV	2 months	8,882	
Secretary	2 months	<u>3,496</u>	

12,378

DAS Juneau

Accounting Technician III	6 months	<u>15,438</u>	
---------------------------	----------	---------------	--

15,438

\$164,670

Benefits 30% 49,401

Personnel SOS Costs: \$214,071

Anchorage

Travel:

Attorney IV and
Administrative Officer II

to Juneau 12 trips @ 550.00 each
for 3 days \$6,600

to Fairbanks 4 trips @ 500.00
each for 3 days \$2,000

to Ketchikan 4 trips @ \$700.00
each for 3 days \$2,800

Juneau

Accounting Technician III

to Anchorage 2 trips at \$550.00
each for 3 days \$11,000

to Fairbanks 2 trips @ \$700.00
each for 3 days \$1,400

to Ketchikan 2 trips @ \$390.00
each for 3 days \$780.00

Travel Costs: \$ 14,580

Contractual:

Anchorage

Communications	12,000	
Office Space	22,000	
[1000 SF @ \$2.00 for 11 months]		
Copier Costs	<u>11,000</u>	<u>45,000</u>

Fairbanks

Communications	1,000	
Office Space	4,000	
[1000 SF @ \$2.00 for 4 months]		
Copier Costs	<u>1,000</u>	<u>6,000</u>

Ketchikan

Communications	1,000	
Copier Costs	<u>1,000</u>	<u>2,000</u>

Contractual Costs: 53,000

Commodities:

Anchorage

Office Supplies (40/staff month)	1,680
-------------------------------------	-------

Fairbanks

Office Supplies (\$40/staff month)	160
---------------------------------------	-----

Ketchikan

Office Supplies (\$40/staff month)	160
---------------------------------------	-----

Juneau

Office Supplies (\$40/staff month)	240
---------------------------------------	-----

Commodities Costs: \$2,240

Equipment:

Anchorage

Attorney V	3,800	
Attorney IV	3,800	
Administrative Officer II	3,800	
Accounting Technician I	2,400	
Accounting Clerk III	2,400	
Secretary	3,000	
Investigator	3,000	<u>22,200</u>

Fairbanks

Attorney IV	3,800	
Secretary	3,000	<u>6,800</u>

Juneau

Accounting Technician	<u>2,400</u>	2,400
-----------------------	--------------	-------

Building Costs: \$38,200

Lands/
Building

Ketchikan

ASHA	<u>2,000</u>	2,000
------	--------------	-------

Building Costs: \$2,000

FY '84 Costs for Start-up Only \$324,091

STAFFING COMPARISONS

<u>POSITION</u>	<u>RANGE</u>	<u>COURT SYSTEM</u>	<u>DEPT OF ADMIN</u>	<u>OMB</u>
OFFICE OF PUBLIC ADVOCACY				
Attorney V	26	1	1	1
Attorney IV	24	5	5	5
Attorney II	22	2	3	3
Investigator	14	1	2	2
Dep Guard	16	7	7	7
Admin Officer	19	-	1	1
Accounting Technician (12)	12	1	1	1
Accounting Clerk III	10	-	3	-
Secretary	10	<u>5</u>	<u>4</u>	<u>4</u>
OPA TOTAL		22	27	24
ADMINISTRATIVE SERVICES				
Accounting Clerk III	10	-	2	-
Accounting Tech I	12	-	1	-
Accounting Tech II	14	<u>-</u>	<u>1</u>	<u>-</u>
ADMIN SERVICES TOTAL		0	4	0
GRAND TOTAL		22	31	24